



ELA TOWNSHIP BOARD MEETING

Thursday,
September 14, 2023
7:00 P.M.

**ELA TOWN HALL
1155 E. ROUTE 22, LAKE ZURICH**

ELA TOWNSHIP UPCOMING EVENTS

DATE	EVENT	TIME	LOCATION
9/17/2012	ET History Day, Antique Market, Vintage Baseball Game	10:00 A.M. - 4:00 P.M.	EHS/Ela Community Park
9/17/2023	Ela Community Center Celebration	1:00 P.M. - 4:00 P.M.	Community Center
9/20/2023	Committee of the Whole Meeting	8:30 A.M.	Ela Town Hall - Lower Level Board Room
9/21/2023	Peace Pole Dedication	6:30 P.M.	95 East Main Street, Lake Zurich
9/26/2023	Communications Committee Meeting	10:00 A.M.	Ela Town Hall - Upper Level Conference Room
10/4/2023	Highway Committee Meeting	10:00 A.M.	Highway Department
10/12/2023	Board Meeting	7:00 P.M.	Ela Town Hall - Lower Level Board Room



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

BOARD MEETING

Ela Town Hall

1155 E. Route 22, Lake Zurich, IL

Thursday, September 14, 2023 at 7:00 p.m.

AGENDA

NOTICE IS HEREBY GIVEN that a Board Meeting of the Ela Township Board, Lake County, Illinois will be held on Thursday, September 14, 2023 at 7:00 p.m. at the Ela Township offices at 1155 East IL-22, Lake Zurich, IL 60047 in accordance with Section 80-10(b) of the Illinois Township Code, 60 ILCS 1/80-10(b). Said meeting has been called by Township Supervisor Gloria Palmblad. The meeting will be held for purposes of considering the following agenda:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Freedom of Information Requests
5. Public Comment
6. Approval of Board Meeting Minutes of August 10, 2023
7. Committee Meeting Minutes – accept meeting minutes from C-O-W (8/23), - Community Center Committee () – Communication Committee (8/22) – Health & Wellness Committee () – Highway Committee (8/16) – Park Committee () – Cemetery () - Decennial ()
8. Approval of Board Audit from 8/8/2023 to 9/11/2023
9. Monthly Updates from Elected Officials and Department Heads (Assessor – Bus – Cemetery – Senior – Health & Wellness – Youth)

OLD BUSINESS:

10. Discussion and Possible Action on Ordinance No. 2023 – 03 – Ordinance Establishing Standing Committees

NEW BUSINESS:

11. Ordinance 2023-04 – consideration to approve Ordinance 2023-04 establishing Administrative Procedures for Compliance with the Illinois Freedom of Information Act.
12. 2023 Road Maintenance – consideration to approve additional funding for road patching of Lakewood Dr. with Chicagoland Paving in the amount of \$9000.
13. Executive Session – for the purpose of discussing Personnel 5 ILCS 120/2(c) 1 or 3, Litigation 5 ILCS 120/2(c) or Review of Executive Session Minutes 5 ILCS 120/2(c)21.
14. Consideration and possible action on items discussed in closed session, which may or may not include authorization to proceed in litigation matters, employee termination and/or release of closed session minutes.
15. Adjournment

Posted this 12th day of September 2023

Trustee Larry Bowman

Supervisor Gloria M. Palmblad
Trustee Doug Samz

Clerk Lucy A. Prouty
Trustee Tosi Ufodike

Trustee Laurie Wilhoit

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2				<u>DATE REQUESTED:</u> 8/21/2023	<u>REQUESTER:</u> Lisa Levin Real Estate Tax Paralegal 175 N, Archer Avenue Mundelein	<u>REQUEST:</u> Requesting the following information regarding Somerset Townhome Assoc: 1. PINS 2. Addresses 3. Model type 4. Improvement Sq. Ft. 5. Sales 2020 through current 6. Assessment land, improvement & total	<u>RESPONSE:</u> info emailed
				<u>DATE RESPONDED:</u> 8/23/2023			
3				<u>DATE REQUESTED:</u> 8/22/2023	<u>REQUESTER:</u> Nicholas Barrington 20 Thornfield Ln Barrington	<u>REQUEST:</u> Copy of most recent employee handbook and any policies that go with it.	<u>RESPONSE:</u> info emailed
				<u>DATE RESPONDED:</u> 8/23/2023			
4				<u>DATE REQUESTED:</u> 8/23/2023	<u>REQUESTER:</u> Jackie Ray 23847 Garland Wauconda	<u>REQUEST:</u> Requested copy of the last yearly audit, and any notes or report from the auditor.	<u>RESPONSE:</u> info emailed
				<u>DATE RESPONDED:</u> 8/29/2023			

5	<u>DATE REQUESTED:</u> 8/23/2023	<u>REQUESTER:</u> Pam Hoffman 10520 Hoffman Circle	<u>REQUEST:</u> Audio from the assessor interviews on 6/28 and 7/13/23 since action has been taken on this issue.
	<u>DATE RESPONDED:</u> 8/30/2023		<u>RESPONSE:</u> info emailed
6	<u>DATE REQUESTED:</u> 8/29/2023	<u>REQUESTER:</u> Michelle Meyer Staff reporter Northwest Herald	<u>REQUEST:</u> Resume, cover letter & any other documents provided by Alan Zielinski to Ela Township when applying for the assessor position.
	<u>DATE RESPONDED:</u> 9/5/2023		<u>RESPONSE:</u> info emailed

7	DATE REQUESTED: 8/29/2023	REQUESTER: Bill Kruckenberg Miller Road Lake Zurich	REQUEST: Requesting information on the proposed exterior staircase: 1. Reasoning & code violations re: this project 2. Who stated the need for the staircase: 3. Enclose the company's report that lists other violations or needs within the township & township facilities 4. Report from whoever said the staircase was a necessity & their credentials 5. Any correspondence from any board member, employee, and companies involved regarding this staircase 6. Design and engineering drawings 7. All bids, with company names; even the ones that said they did not have the bonding to do this project 8. Money outland to this point 9. Any meeting minutes & discussion regarding said staircase
	DATE RESPONDED: 9/11/2023		RESPONSE: info emailed
8	DATE REQUESTED: 8/29/2023	REQUESTER: Kim Meyer EBI Consulting 41 Evergreen Ln. York, PA 17408	REQUEST: Re: 845 Teiser Rd, requesting current & historical building permits & certificates of occupancy, dates of public sewer & water connection, installation or removal of storage tanks (above & underground), hazardous materials storage or release, hazardous waste generation or discharge, asbestos or lead based paint abatement.
	DATE RESPONDED: 8/31/2023		RESPONSE: info emailed

9	DATE REQUESTED: 8/23/2023	REQUESTER: Bonnie Barrington 20 Thornfield Ln. Hawthorn Woods, IL	REQUEST: When were the dates & times of the meetings to review executive session minutes to determine if they can be released for the past 24 months.
	DATE RESPONDED: 8/30/2023		RESPONSE: info emailed
	DATE REQUESTED: 8/31/2023	REQUESTER: Bonnie Barrington 20 Thornfield Ln. Hawthorn Woods, IL	REQUEST: SECOND REQUEST: Looking for when the meetings to approve the minute to be released was and for the past 24 months.
	DATE RESPONDED: 9/5/2023		RESPONSE: info emailed
10	DATE REQUESTED: 8/31/2023	REQUESTER: K Jones	REQUEST: Requested copies of all Ela Township Agenda Packets for years 2019 to the present
	DATE RESPONDED: 9/5/2023		RESPONSE: multiple emails sent

11	DATE REQUESTED: 8/31/2023	REQUESTER: Pam Hoffman 10520 Hoffman Circle Wisconsin	REQUEST: How much did Gloria Palmlblad pay for her and her spouse to attend the August 2023 Alaska trip. Please provide proof of payment
	DATE RESPONDED: 9/7/2023		RESPONSE: info emailed
12	DATE REQUESTED: 9/5/2023	REQUESTER: Jennifer Cronin 140 S. Dearborn St	REQUEST: Parcel: 1434100048 Requesting zoning, acreage, general use, planned developments installed, removed & leaking underground storage tanks (UST's) leading UST's, & aboveground storage tanks (AST'S) onsite septic systems, building permits, hazardous materials incidences or facility inspections (such as asbestos or lead-based paint) at the location north of the intersection of N. Rand Rd. & West Long Grove Rd. in Kildeer
	DATE RESPONDED: 9/7/2023		RESPONSE: info emailed
13	DATE REQUESTED: 8/31/2023	REQUESTER: K Jones	REQUEST: Campaign filings - such as candidate statements & applications, financial disclosures, campaign finance statements and conflict of interest statements for Ekwutosi Ufodike, Trustee of Ela Township from 2019 to pres
	DATE RESPONDED: 9/8/2023		RESPONSE: info emailed

14	DATE REQUESTED: 8/14/2023	REQUESTER: Bonnie Barrington 20 Thornfield Hawthorn Woods	REQUEST: Requested emails from 8/10/23 thru 8/15/23 from the following emails: supervisorpalmlad@elatowship.org trusteebowman@elatowship.org trusteesamz@elatowship.org trusteewilhoit@elatowship.org trusteeufodike@elatowship.org clearprouty@elatowship.org tedm@elatowship.org Al Zielinski
	DATE RESPONDED: 8/15/2023		RESPONSE: info emailed
15	DATE REQUESTED: 8/31/2023	REQUESTER: Nicholas Barrington 20 Thornfield Ln Hawthorn Woods	REQUEST: Complete & detailed cell phone bills for Gloria Palmlad and Ted Marciniak for the months of June 2023 and July 2023
	DATE RESPONDED: due 9/14		RESPONSE: info will be emailed
16	DATE REQUESTED: 9/1/2023	REQUESTER: Rhonda Kruckenberg 23310 W. Miller Rd. Lake Zurich	REQUEST: Requesting all emails to and from the trustees, supervisor, clerk, Al Zielinski and office manager from 7/17/2023 thru 9/1/2023
	DATE RESPONDED: due 9/18		RESPONSE: info will be emailed

17	DATE REQUESTED: 9/8/2023	REQUESTER: Pam Hoffman 10520 Hoffman Circle Wisconsin	REQUEST: 1. Property Record card file for 14-27-112-026 in its entirety 2. Sales ratio study for neighborhood 1527010
	DATE RESPONDED: due 9/15		RESPONSE: info will be emailed
18	DATE REQUESTED: 9/8/2023	REQUESTER: Bonnie Barrington 20 Thornfield Hawthorn Woods	REQUEST: All checks written to Gloria Palmbiad for the previous 24 months not including regular payroll checks
	DATE RESPONDED: due 9/15		RESPONSE: info will be emailed

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Clerk's Office
Lucy A. Prouty

Town Hall: 1155 East Route 22 • Lake Zurich, IL 60047
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BOARD MEETING

Ela Town Hall
1155 E. Route 22, Lake Zurich, IL
Thursday, August 10, 2023, at 7:00 p.m.

MEETING MINUTES

NOTICE IS HEREBY GIVEN that a Board Meeting of the Ela Township Board, Lake County, Illinois will be held on Thursday, August 10, 2023 at 7:00 p.m. at the Ela Township offices at 1155 East IL-22, Lake Zurich, IL 60047 in accordance with Section 80-10(b) of the Illinois Township Code, 60 ILCS 1/80-10(b). Said meeting has been called by Township Supervisor Gloria Palmblad. The meeting will be held for purposes of considering the following agenda:

1. Call to Order: Supervisor Palmblad called the August 10, 2023 Ela Township Board Meeting to order at 7:03 P.M.
2. Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Trustees Bowman, Samz, Ufodike, and Wilhoit, Assessor Zielinski, Township Manager Marciniak, Highway Superintendent DePouw, Community Programs Director Dillon, and Township Attorney Megan Mack. Health & Wellness Director Marx was absent.
3. Pledge of Allegiance: Supervisor Palmblad led the board in the Pledge of Allegiance.
4. Freedom of Information Requests: Supervisor Palmblad read the FOIA requests received since the last Board Meeting. The full list will be attached to the minutes.
5. Public Comment: Rhonda Kruckenberg, Bill Kruckenberg, Jim Tarbet, Kelly Zegler, Bonnie Barrington Steiner Anderson, and John Schneckner.
6. Approval of Board Meeting Minutes of July 13, 2023: A motion by Trustee Bowman and seconded by Trustee Samz to approve the Board Meeting Minutes of July 13, 2023, with any corrections or additions. Motion passed 5 to 0.
7. Approval of Special Board Meeting Minutes of July 17, 2023: A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve the July 17, 2023, Special Board Meeting Minutes. Trustee Wilhoit requested the minutes be amended with the addition of "option for adding dental benefits" to the minutes. Motion passed 5 to 0.
8. Committee Meeting Minutes – accept meeting minutes from C-O-W (7/13 & 7/26), - Community Center Committee (8/2) – Communication Committee () – Health & Wellness Committee (8/4) – Highway Committee (7/10) – Park Committee (7/12) – Cemetery () – Decennial (): A Motion by Trustee Bowman and seconded by Trustee Ufodike to accept the meeting minutes from C-O-W (7/13 & 7/26), - Community Center Committee (8/2) — Health & Wellness Committee (8/4) – Highway Committee (7/10) – Park Committee (7/12) – Cemetery (). Motion passed 5 to 0.

9. Approval of Board Audit from 7/10/2023 to 8/7/2023
TOTAL GENERAL TOWN FUND-----\$ 45,305.90
TOTAL GENERAL ASSISTANCE----- \$ 27.21
TOTAL GENERAL ROAD FUND-----\$ 13,814.80

TOTAL PERMANENT ROAD FUND----- \$ 11,417.23
TOTAL PARK MAINTENCE FUND-----\$ 35,583.32
TOTAL CEMETERY MAINTENANCE FUND--\$ 4,100.02
TOTAL PAYROLL-----\$ 171,685.65
TOTAL OF ALL FUNDS-----\$281,934.13

A motion by Trustee Wilhoit and seconded by Trustee Ufodike to authorize the payment of the Board Audit of \$281,934.13. Motion passed 5 to 0.

10. Monthly Updates from Elected Officials and Department Heads (Assessor – Bus – Cemetery – Senior – Health & Wellness – Youth)

Supervisor Report: Supervisor Palmblad informed attendees of the upcoming History Day and Artisan Market hosted by the Ela Historical Society on September 17th from 10 a.m. to 4 p.m. They will also be having a mid-nineteenth century live baseball game that afternoon starting at 1 p.m.

Clerk’s Report: Clerk Prouty requested that the Board and Department heads send her a written copy of their reports if they would like them included in the minutes. She also requested that members of the public attending the Board Meetings print clearly on the sign in sheet.

Township Manager Report: Full report will be attached to the meeting minutes.

Trustees

Bowman: The next Highway Committee meeting is scheduled for September 16, 2023.

Samz: Trustee Samz had his first meeting as chair of the Health & Wellness committee. Thank you to Director Marx for providing an overview of the department and programs offered.

Ufodike: She is happy to be co-chair of the Health & Wellness Committee with Trustee Samz, and to be the Chair of the Parks Committee with Trustee Bowman as her co-chair. The next Parks Committee meeting is scheduled for September 12, 2023.

Wilhoit: Congratulations to Joe C from the Youth Department for a successful Summer Camp. The Blood Drive QR Code does not seem to be working, Supervisor Palmblad indicated it was working. She is looking forward to the new committee assignments and working with the Community Center and the Highway Department. Save the Date – Help us celebrate Community Center Month – Celebration on Sunday, 9/17 from 1-4 p.m. The Community Center is hosting a Vaccine Clinic on the 3rd Friday of every month from 9:00 a.m.-11:00 a.m. which is facilitated by the friendly pharmacists at Jewel Osco.

Senior and Youth: Full report will be attached to the meeting minutes.

Health and Wellness: Director Marx was absent. Her full report will be attached to the minutes.

Highway Report: Full report will be attached to the minutes.

Assessor Report: Assessor Zielinski thanked the Board for the opportunity to help serve the taxpayers of Ela Township. It has only been one week since he has been with the Township but already the staff have proven to be highly qualified and very competent, and he is looking forward to working with all of them. His initial focus will be on implementing employee safety and departmental efficiency procedures.

Bus Report: A full report will be attached to the minutes.

Cemetery: Jeff Thompson will be taking the role of Cemetery Manager.

OLD BUSINESS:

11. Ordinance Establishing Standing Committees – Ordinance 2023-02 – Approval to correct Ordinance 2023-01 to 2023-02. Tabled.

NEW BUSINESS:

12. Firehouse Service Company – consideration to approve their quote of \$96,330.00 to complete a new egress staircase at Ela Town Hall. A Motion by Trustee Bowman and seconded by Trustee Samz to approve their quote of \$96,330.00 to complete a new egress staircase at Ela Town Hall. Motion passed 5 to 0.
13. Inspire Cemetery Software – consideration to approve the purchase of the Cemetery Software for the initial cost of \$6500 and an annual fee of \$1800. A motion By Trustee Bowman and seconded by Trustee Wilhoit to approve the purchase of the Cemetery Software for the initial cost of \$6500 and an annual fee of \$1800. Motion passed 5 to 0.
14. SGX 60 Stump Grinder – consideration to approve purchase of Bobcat SGX 60 Stump Grinder for \$11,971.10. A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve purchase of Bobcat SGX 60 Stump Grinder for \$11,971.10. Motion passed 4 to 1. Trustee Wilhoit voted nay.
15. Tag 60” x 60” Construction Forks – consideration to approve purchase of TAG 60” x 60” Construction Forks from Alta Equipment Co. for \$7455. A motion by Trustee Wilhoit and seconded by Trustee Samz to approve the purchase of TAG 60” x 60” Construction Forks from Alta Equipment Co. for \$7455. Motion passed 3 to 2. Trustees Ufodike and Wilhoit voted nay.
16. 2023 Road Maintenance – consideration to approve road pavement contract with Peter Baker & Sons. A motion by Trustee Wilhoit and seconded by Supervisor Palmblad to approve the road pavement contract with Peter Baker & Sons for \$358,904.50. Motion Passed 5 to 0.
17. Ordinance 2023-03 – consideration to approve Ordinance 2023-03 establishing Administrative Procedures for Compliance with the Illinois Freedom of Information Act. Tabled.
18. Appointment of Township Manager Marciniak as FOIA Officer and Deputy Clerk Case as FOIA Designee. A motion by Trustee Bowman and seconded by Trustee Samz to approve the Appointment of Township Manager Marciniak as FOIA Officer and Deputy Clerk Case as FOIA Designee. Motion passed 3 to 2. Trustees Ufodike and Wilhoit voted nay.
19. Lionheart Generator Repair Proposal – consideration to approve generator repair work in the amount of \$10,569. A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve generator repair work in the amount of \$10,569. Motion 5 to 0.
20. Executive Session –for the purpose of discussing Personnel 5 ILCS 120/2(c) 1 or 3, Litigation 5 ILCS 120/2(c)11, or Review of Executive Session Minutes 5 ILCS 120/2(c) 21. None needed at this time.
21. Consideration and possible action on items discussed in closed session: None
22. Adjournment: A motion by Trustee Bowman and seconded by Trustee Ufodike to adjourn at 8:23 P.M. Motion passed 5 to 0.





Supervisor's Office
Gloria M. Palmblad

Town Hall: 1155 East Route 22 • Lake Zurich, IL 60047
Phone: 847-438-7823 **Fax:** 847-438-9269
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COMMITTEE OF THE WHOLE (COW) MEETING

Ela Township – Lower Level Board Room
1155 East Route 22, Lake Zurich
Wednesday, August 23, 2023 at 10:00 a.m.

Meeting Minutes

1. Call to Order: Supervisor Palmblad called the August 23, 2023 COW meeting to order at 10:00 a.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Trustees, Bowman, Samz, Ufodike and Wilhoit. Also present were Township Manager Marciniak, Assistant Director Dalbec, Director Marx, Community Programs Director Dillon, Highway Foreman Meyer, and Youth Coordinator Cacciatore. Highway Superintendent DePouw was late as he had a work related meeting.
3. Pledge of Allegiance. Supervisor Palmblad led the Board in the Pledge of Allegiance.
4. Discussion – Updates by Chair:
 - a. Township Manager: No Report.
 - b. Community Center Committee – Chair/Trustee Wilhoit, Members: Supervisor Palmblad, Trustee Samz, Director Dillon, Assistant Director Dalbec, Youth Coordinator Cacciatore:
The shed was delivered on August 17, 2023. Uptick in Covid cases nothing being traced, but the symptoms are milder. The new playground is scheduled to be completed in late August or early September; it will be fully installed for the Community Center Celebration on September 17, 2023.
 - c. Communication Committee – Chair/Supervisor Palmblad, Members: Director Dillon, Director Marx, Assistant Director Dalbec, and Staff: Staff are working on articles for the 2023/2024 winter newsletter. Department articles are due to Administrative Coordinator Case on September 18, 2023. The E-blast has been reformatted to ensure better mobile compatibility.
 - d. Health & Wellness – Chair/Trustee Samz, Members: Supervisor Palmblad, Trustee Ufodike, and Director Marx: Director Marx reported that the lending closet is experiencing a wheelchair shortage. The Caregiver support group is going very well. School is back in session, and she expects the department to be busy with new referrals.
 - e. Parks & Recreation Committee – Chair/Trustee Ufodike, Members: Supervisor Palmblad, Trustee Bowman, Highway Superintendent DePouw, and Highway Foreman Meyer: Pickleball Court issues are being addressed. Football season has begun, and the fence at Knox Park is fully installed. Trustee Ufodike and Bowman said all the Parks are cleaned up and getting prepped for winter. The next Parks Committee meeting will be on September 12, 2023.
 - f. Highway Committee – Chair/Trustee Bowman, Members: Supervisor Palmblad, Trustee Wilhoit, Highway Superintendent DePouw, and Highway Foreman Meyer: Highway Meyer reported that the part for the generator at Town Hall has not come in yet.

- g. Bus Service – Board Liaison – Supervisor Palmblad: No Report.
 - h. Assessor: Assessor Zielinski reported that as of this morning a small sample of the rebuttals shows a very high consistency between actual market value and assessed value submitted in Township books. During conversations with Ela Township taxpayer’s department staff are confirming that they have applied and are receiving all exemptions for which they are entitled to.
 - i. Historic Society: Supervisor Palmblad notified the committee of the upcoming Ela Township History Day and Artisan Market presented by the Ela Historical Society. The event will take place on September 17th, from 10:00 a.m. to 4:00 p.m. There will be a vintage baseball game along with many other things for attendees to enjoy.
 - j. Cemetery: Jeff Thompson was hired to fill the vacancy of the Cemetery Manager.
5. Topics for Discussion
- a. Committee Meeting Ordinance: Discussion on how often the Board should have Committee meetings, some Trustees wanted quarterly, every other month, or as needed. No decision was determined.
 - b. Ela Township Employee Handbook Changes: Township Manager Marciniak will meet with all the departments heads regarding the PTO Policy and any other changes. This agenda item was tabled.
 - c. FOIA Policy: This agenda item was tabled; however, Trustee Samz had a few questions on the FOIA policy, Township Manager Marciniak provided explanation.
 - d. Emmaus House Social Agency Grant: A \$3,000.00 dollar error was missed in the budget. Emmaus House has agreed to reduce their grant amount by \$1,000.00 and the Township will make a line-item adjustment on the balance.
 - e. Ela Township Logos: Trustee Wilhoit presented new logos to the committee. Directors Marx and Dillon would like department names under the Ela Township logo. Trustee Wilhoit will recreate with changes and present to the Board.
6. Closed Executive Session: None needed at this time.
7. Set Date of Next COW Meeting (September 27, 2023 @ 8:30 AM: The meeting date was changed. The next COW meeting will be held on September 20, 2023.
8. Adjourn: Supervisor Palmblad adjourned the meeting at 10:55 A.M.

Respectfully Submitted: Clerk Lucy A. Prouty

Ela Township

August 24, 2023

Trustee Larry Bowman Supervisor Gloria M. Palmblad Clerk Lucy A. Prouty
Trustee Doug Samz Trustee Tosi Ufodike Trustee Laurie Wilhoit

Communications Committee Meeting

Ela Town Hall – Upper Level Conference Room
1155 E. Route 22 Lake Zurich, IL
Tuesday, August 22, 2023 - 10:00 A.M.

MEETING MINUTES

1. Call to Order: Supervisor Palmblad called the August 22, 2023 Communications Committee meeting to order at 10:00 a.m.
2. Roll Call: Present were Supervisor Palmblad, Township Manager Marciniak, Assessor Zielinski, Community Programs Director Dillon, Health & Wellness Director Marx, Administrative Coordinator Case, and Administrative Coordinator Mendocha. Assistant Director Dalbec was absent.
3. Old Business
 - A. New Residents: Update on Mailing: Administrative Coordinator Case received a new resident list from the Assessors Department on August 17th and will be sending them out this week.
 - B. E-Blast: September 4 & 18, 2023 – Content for both E-Blasts due to Administrative Coordinator Case on August 31, 2023: Administrative Coordinator Case redesigned and formatted the e-blast so it has a cleaner look and is more mobile friendly. The e-blast was explained to Assessor Zielinski so he can begin submitting content for the Assessors Department. A government links button will be added to the e-blast that will take users to the Ela Township website government links page.
 - C. Township Tuesday: August 8 & 22, 2023, Historical Society. September 12 & 26, 2023. Ela 55+: The Ela Historical Society spotlighted their upcoming Ela History Day and Artisan Market for the August 8th post and the Vintage Baseball game on August 22nd. Director Dillon would like to promote the Community Center Celebration on September 12th, and on the 26th she will create a flyer highlighting the event.
 - D. Community Center Celebration: The Community Center Celebration on September 17th from 1-4 p.m. will have a band from 2-4 p.m., a balloon artist from 1:30 – 3:30 p.m., touch a truck filled with sand and toys, food for purchase, and each department will have a table to provide attendees with Township resources. Director Dillon would like to have yard signs made to help promote the event. Volunteers are welcome and should arrive at 12 p.m.
4. New Business
 - A. 2023/2024 Winter Newsletter: Articles are due to Administrative Coordinator Case on September 18th. Supervisor Palmblad and Township Manager Marciniak will review for revisions beginning October 1st, and it will be on the agenda for possible board approval at the October board meeting, so residents receive it in the beginning of November.

Supervisor Palmblad presented revised logos submitted by Trustee Wilhoit for the committee to review for approval. Modifications such as removing the circle and adding the department name under the logo were suggested. Supervisor Palmblad will pass this on to Trustee Wilhoit at the upcoming Committee of the Whole Meeting.
5. Set Date for Next Communications Committee meeting: September 26, 2023 @ 10:00 a.m.
6. Adjournment: Supervisor Palmblad adjourned the meeting at 10:31 a.m.
Respectfully Submitted: Administrative Coordinator Case



Township Manager's Office
Ted Marciniak

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

HIGHWAY COMMITTEE MEETING

Ela Town Hall – Upper Level Conference Room
1155 E. Route 22, Lake Zurich, IL
August 16, 2023 – 10:00 A.M.
MEETING MINUTES

1. Call to Order – Trustee Bowman called the meeting to order at 10:01 a.m.
2. Roll Call – Present were Supervisor Palmblad, Trustee Bowman, Trustee Ufodkie, Township Manager Marciniak, Superintendent DePouw, Foreman Meyer.
3. Project Updates: Gewalt has the plat of easement for the Park and Valley Project. Up to the Township if we are going to require any attorney reviews, as this is not typical. Working on getting signatures from the impacted residents. Township is expecting 300k in grant funding with a total estimated cost of 410k. Expected start date in FY25.
Township is working on finalizing grant award of 48k to be used at Knigge Park on stormwater project. Expected total expenses 75k, with a start date in FY25.
Chicagoland Paving to patch Lakewood. Additional crack sealing work at Abby Glenn if excess funds remain.
4. Vehicles: Vehicle replacement plan reviewed. New excavator and skid steer replacement need to be discussed further. Highway Department to create itemized list of expected equipment purchases for budgeting.
5. New Business: Highway looking at potentially adding another full-time employee for the next fiscal year. Work for the Township is falling behind, as workload of municipalities continues to grow.
6. Old Business: HOA President for Forest Lake wants Ela to install speed bumps. Engineers do not think that would be a good idea. A program exists at the county level with electronic signs that could serve as alternative. Elas is sending two employees for the “Touch A Truck” event at Foglia YMCA on the 19th of September. A Gewalt representative met with Supervisor Palmblad and Superintendent DePouw to discuss creating a policy regarding the responsibilities pertaining to the paving of the right of way.
7. Set Date for Next Highway Committee Meeting: To meet at the Highway Department 23605 Echo Lake Road, Lake Zurich seceded for 10 AM on Wednesday, October 4th.
8. Adjournment – 11:14 a.m.

Minutes Submitted by Township Manager Marciniak

Trustee Larry Bowman

Supervisor Gloria M. Palmblad
Trustee Doug Samz

Clerk Lucy A. Prouty
Trustee Tosi Ufodike

Trustee Laurie Wilhoit



ELA TOWNSHIP
BOARD AUDIT REPORT

FROM: 08/08/2023 - 09/11/2023

	INVOICE CHECKS	PAYROLL & PAYROLL TAXES & RETIREMENT	TOTAL FUNDS
TOTAL GENERAL TOWN FUND:	\$82,253.13	\$167,244.12	\$249,497.25
TOTAL GENERAL ASSISTANCE FUND:	\$0.00	\$2,999.30	\$2,999.30
TOTAL GENERAL ROAD FUND:	\$21,888.01	\$14,941.76	\$36,829.77
TOTAL PERMANENT ROAD FUND:	\$86,038.33	\$54,536.30	\$140,574.63
TOTAL PARK MAINTENANCE FUND:	\$27,996.49	\$16,104.68	\$44,101.17
TOTAL CEMETERY MAINTENANCE FUND:	\$1,350.00	\$931.58	\$2,281.58
*** TOTAL ALL FUNDS:	\$219,525.96	\$256,757.74	\$476,283.70

THE FOLLOWING INFORMATION HAS BEEN AUDITED AND APPROVED FOR PAYMENT.

THIS _____ DAY OF _____, 20_____.

SUPERVISOR

TOWN CLERK

TRUSTEE

TRUSTEE

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TRUSTEE

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	SEPTEMBER PREMIUM	1,793.08	1025
1-1-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	SEPTEMBER PREMIUM	146.02	96694
1-1-520.00	LIGHT BULBS-TH (35%)	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	10.49	96671
1-1-520.00	KWIKWOOD EPOXY STICK	LAKE ZURICH ACE	KWIKWOOD EPOXY STICK	7.64	96697
1-1-520.00	1QT PAINT-TH DOOR	LAKE ZURICH ACE	1QT PAINT-TH DOOR	27.19	96697
1-1-520.00	ANNUAL FIRE ALARM MAINT-TH (35%)	INTERNATIONAL FIRE EQUIP	ANNUAL FIRE ALARM MAINT-TH	575.58	96745
1-1-520.00	FURNACE LEAK	LIONHEART CRITICAL POWER	FURNACE LEAK	240.11	96747
1-1-520.00	#28551951 EXTRM SVC AUG 2023-TH	ORKIN	#28551951 EXTRM SVC AUG 2023-TH	27.78	96750
1-1-520.00	ACCT #28551951 ANNUAL EXTERM-TH	ORKIN	#28551951 ANNL EXTERM 1155 E IL RT	387.03	96750
1-1-520.00	#28551951 EXTRM SVC SEPT 2023-T	ORKIN	#28551951 EXTRM SVC SEPT 2023-TH	33.60	96750
1-1-520.00	MATS-TH (35%)	UNIFIRST CORPORATION	MATS-TH	49.20	96762
1-1-520.00	MATS TH (35%)	UNIFIRST CORPORATION	MATS-TH	49.20	96762
1-1-532.00	TELEPHONE 3016001336 8/1-8/31/2	ACCESS ONE	TELEPHONE 3016001336 8/1-8/31/23	363.13	1043
1-1-532.00	COMCAST ACCT#0050157 8/9-9/8/2	COMCAST	COMCAST ACCT#0050157 8/9-9/8/23	126.38	1038
1-1-532.00	TELEPHONE-CELL ADMIN - 3 UNITS	SPRINT	ACCTSPRINT #838841513 7/9-8/8/23	157.74	1035
1-1-532.00	COMCAST ACCT#242481 8/17-9/16/2	COMCAST	COMCAST ACCT#242481 8/17-9/16/22	262.29	1037
1-1-534.00	3363121110 1155 W RT 22 6/26-7	COMMONWEALTH EDISON	ELECTRC 3363121110 1155 W RT 22 6/26-	264.69	1055
1-1-534.00	WATER 1155 E RT 22 6659-00 6/20	VILLAGE OF LAKE ZURICH	WATER 6659-00 1155 E RT 22 6/20-7/20/	24.99	1049
1-1-534.00	GAS 35 46-44-35-6488 8 6/15-7/	NICOR GAS	46-44-35-6488 8 1155 E RT 22 6/15-7/1	70.06	1041
1-1-534.00	ELECTRICITY 3363121110 7/26-8/2	COMMONWEALTH EDISON	ELECTRICITY 3363121110 1155 W RT 22 7	285.37	1033
1-1-537.00	SEMINAR WEB-TOI PURCHASE/BID PR	CARDMEMBER SERVICE	JULY STATEMENT	25.00	1026
1-1-538.00	PERMIT#117 OCT-DEC NEWSLETTER 5	U.S. POSTAL SERVICE	PERMIT#117 OCT-DEC NEWSLETTER 55+	4,650.25	96681
1-1-538.00	CERTIFIED MAIL REIMBURSEMENT	CATHY EDWARDS	CERTIFIED MAIL REIMBURSEMENT	11.88	96740
1-1-538.00	POSTAGE METER LEASE 6/18-9/17/2	QUADIENT LEASING USA, IN	POSTAGE METER LEASE 6/18-9/17/23	179.85	96755
1-1-544.00	2.21% OF COST SHARING D95 2022/	LAKE ZURICH CUSD 95	2.21% OF COST SHARING D95 2022/2019	19.87	96738
1-1-544.00	FINANCIAL STATEMENTS AUDIT FOR	EVANS, MARSHALL & PEARSE,	AUDIT OF THE FINANCIAL STATEMENTS FOR	8,150.00	96742
1-1-546.00	AED SUPERSTORE-SALES TAX	CARDMEMBER SERVICE	JULY STATEMENT	34.46	1026
1-1-549.00	PPRT 7/6/23 & 8/3/23 WARRANTS	VILLAGE OF LAKE ZURICH	PPRT 7/6/23 & 8/3/23 WARRANTS	1,573.10	96744
1-1-549.00	PPRT 7/6/23 & 8/3/23 WARRANTS	VILLAGE OF NORTH BARRING	PPRT 7/6/23 & 8/3/23 WARRANTS	38.57	96764
1-1-549.00	PPRT 7/6/23 & 8/3/23 WARRANTS	VILLAGE OF DEER PARK	PPRT 7/6/23 & 8/3/23 WARRANTS	57.16	96765
1-1-549.00	PPRT 7/6/23 & 8/3/23 WARRANTS	VILLAGE OF HAWTHORN WOOD	PPRT 7/6/23 & 8/3/23 WARRANTS	90.63	96766
1-1-549.00	PPRT 7/6/23 & 8/3/23 WARRANTS	VILLAGE OF KILDEER	PPRT 7/6/23 & 8/3/23 WARRANTS	97.38	96767
1-1-549.00	PPRT 7/6/23 & 8/3/23 WARRANTS	VILLAGE OF LONG GROVE	PPRT 7/6/23 & 8/3/23 WARRANTS	224.36	96768
1-1-555.00	2024 GRANT FUNDING	EMMAUS HOUSE OF HOSPITAL	2024 GRANT FUNDING	15,000.00	96679
1-1-558.00	COSTCO-PPR TOWELS/TOILET PPR (3	CITI CARDS	JULY STATEMENT	27.99	1027
1-1-558.00	READYREFRESH-WATER (35%)	CARDMEMBER SERVICE	JULY STATEMENT	60.76	1026
1-1-558.00	READYREFRESH-WATER (35%)	CARDMEMBER SERVICE	JULY STATEMENT	58.66	1026
1-1-559.00	COSTCO-ACER 27" MONITOR	CITI CARDS	JULY STATEMENT	127.49	1027
1-1-559.00	COSTCO-DELL XPS TOWER 8960	CITI CARDS	JULY STATEMENT	1,025.29	1027
1-1-559.00	2 GRAPHIC CARDS FOR DESKTOP CO	WAREHOUSE DIRECT	2 GRAPHIC CARDS FOR DESKTOP COMPUTER	148.00	96770
1-1-565.00	DELL DESKTOP XPS 8960 SET-UP	WAREHOUSE DIRECT	DELL DESKTOP XPS 8960 SET-UP	332.50	96770
1-1-565.00	NVIDIA GRAPHICS CARDS SETUP	WAREHOUSE DIRECT	GRAPHICS CARDS AND NEW ACCOUNT SETUP	190.00	96770
1-1-565.00	NETWORK SERVICES REMOTE SUPPORT	WAREHOUSE DIRECT	NETWORK SERVICES REMOTE SUPPORT	75.00	96770
1-1-568.00	ACCT#939689 SUBSC 8/24-10/19/23	PADDOCK PUBLICATIONS INC	ACCT#939689 SUBSC 8/24-10/19/23	51.80	96751
1-1-573.00	SENIOR CENTER BANNER	SIGNS NOW MUNDELEIN	SENIOR CENTER BANNER	269.46	96759
1-1-600.00	PHOENIX-NF12F/NF12-ELA4 & NEW B	CITI CARDS	JULY STATEMENT	918.25	1027
1-1-600.00	PHOENIX-NF12F/NF12-ELA4 & NEW B	CITI CARDS	JULY STATEMENT	(859.25)	1027
Total For Dept 1 ADMINISTRATIVE DIVISION				37,480.03	

PAID
 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWN FUND					
Dept 3 HEALTH AND WELLNESS					
1-3-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	SEPTEMBER PREMIUM	5,705.07	1025
1-3-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	SEPTEMBER PREMIUM	401.92	96694
1-3-510.00	TASC FSA PAYMENT 8/9/2023	TASC CUSTOMER CARE	TASC FSA PAYMENT 8/9/2023	349.99	1021
1-3-510.00	TASC FSA PAYMENT 8/23/23	TASC CUSTOMER CARE	TASC FSA PAYMENT 8/23/23	349.99	1024
1-3-510.00	TASC FSA PAYMENT 9/6/23	TASC CUSTOMER CARE	TASC FSA PAYMENT 9/6/23	349.99	1028
1-3-520.00	LIGHT BULBS-TH (25%)	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	7.49	96671
1-3-520.00	ANNUAL FIRE ALARM MAINT-TH (25%)	INTERNATIONAL FIRE EQUIP	ANNUAL FIRE ALARM MAINT-TH	411.13	96745
1-3-520.00	FURNACE LEAK	LIONHEART CRITICAL POWER	FURNACE LEAK	274.41	96747
1-3-520.00	#28551951 EXTRM SVC AUG 2023-TH	ORKIN	#28551951 EXTRM SVC AUG 2023-TH	19.85	96750
1-3-520.00	ACCT #28551951 ANNUAL EXTERM-TH	ORKIN	#28551951 ANNL EXTERM 1155 E IL RT	276.45	96750
1-3-520.00	#28551951 EXTRM SVC SEPT 2023-T	ORKIN	#28551951 EXTRM SVC SEPT 2023-TH	24.00	96750
1-3-520.00	MATS-TH (25%)	UNIFIRST CORPORATION	MATS-TH	35.14	96762
1-3-520.00	MATS TH (25%)	UNIFIRST CORPORATION	MATS-TH	35.14	96762
1-3-532.00	TELEPHONE 3016001336 8/1-8/31/2	ACCESS ONE	TELEPHONE 3016001336 8/1-8/31/23	232.44	1043
1-3-532.00	COMCAST ACCT#0050157 8/9-9/8/2	COMCAST	COMCAST ACCT#0050157 8/9-9/8/23	90.28	1038
1-3-532.00	TELEPHONE-CELL H&W - 3 UNITS	SPRINT	ACTSPRINT #838841513 7/9-8/8/23	135.48	1035
1-3-534.00	3363121110 1155 W RT 22 6/26-7	COMMONWEALTH EDISON	ELECTRC 3363121110 1155 W RT 22 6/26-	189.07	1055
1-3-534.00	WATER 1155 E RT 22 6659-00 6/2	VILLAGE OF LAKE ZURICH	WATER 6659-00 1155 E RT 22 6/20-7/20/	17.85	1049
1-3-534.00	GAS 25% 46-44-35-6488 8 6/15-7/	NICOR GAS	46-44-35-6488 8 1155 E RT 22 6/15-7/1	50.05	1041
1-3-534.00	ELECTRICITY 3363121110 7/26-8/2	COMMONWEALTH EDISON	ELECTRICITY 3363121110 1155 W RT 22 7	203.83	1033
1-3-536.00	REIMBURSE MILEAGE AITCOY MTG	SARA M. MARX	REIMBURSE MILEAGE AITCOY MTG	66.81	96748
1-3-537.00	AITCOY-YOUTH SELF-DEFENSE/AWARE	CARDMEMBER SERVICE	JULY STATEMENT	60.00	1026
1-3-537.00	PESI-PARENTING DISCIPLINE/SUPER	CARDMEMBER SERVICE	JULY STATEMENT	349.98	1026
1-3-546.00	AMERICAN COUNCELING ASSN-MEMBER	CARDMEMBER SERVICE	JULY STATEMENT	224.00	1026
1-3-558.00	COSTCO-PPR TOWELS/TOILET PPR (2	CITY CARDS	JULY STATEMENT	19.99	1027
1-3-558.00	AMAZON-PEDESTAL SIGN HOLDER RET	CARDMEMBER SERVICE	JULY STATEMENT	(35.59)	1026
1-3-558.00	AMAZON-DOORSTOP/PENS/DOOR SENSO	CARDMEMBER SERVICE	JULY STATEMENT	75.14	1026
1-3-558.00	READYREFRESH-WATER (25%)	CARDMEMBER SERVICE	JULY STATEMENT	41.90	1026
1-3-558.00	READYREFRESH-WATER (25%)	CARDMEMBER SERVICE	JULY STATEMENT	43.40	1026
1-3-565.00	THERAPYNOTES DATABASE SUBSCRIPT	CARDMEMBER SERVICE	JULY STATEMENT	76.00	1026
Total For Dept 3 HEALTH AND WELLNESS				10,081.20	
Dept 5 COMMUNITY CENTER					
1-5-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	SEPTEMBER PREMIUM	1,901.69	1025
1-5-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	SEPTEMBER PREMIUM	189.26	96694
1-5-510.00	TASC FSA PAYMENT 8/9/2023	TASC CUSTOMER CARE	TASC FSA PAYMENT 8/9/2023	7.69	1021
1-5-510.00	TASC FSA PAYMENT 8/23/23	TASC CUSTOMER CARE	TASC FSA PAYMENT 8/23/23	7.69	1024
1-5-510.00	TASC FSA PAYMENT 9/6/23	TASC CUSTOMER CARE	TASC FSA PAYMENT 9/6/23	7.69	1028
1-5-520.00	OVEN CLEANER/PINE SOL/FABULOSO	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	64.44	96671
1-5-520.00	ANNUAL FIRE ALARM MAINT-CC	INTERNATIONAL FIRE EQUIP	ANNUAL FIRE ALARM MAINT-CC	1,275.08	96745
1-5-520.00	ACCT#28551951 ANNUAL EXTERMINAT	ORKIN	#28551951 ANNL EXTERM 380 SURRYSE	1,025.16	96750
1-5-520.00	#28551951 EXTRM SVC SEPT 2023-C	ORKIN	#28551951 EXTRM SVC SEPT 2023-CC	88.99	96750
1-5-520.00	MATS-CC	UNIFIRST CORPORATION	MATS-CC	95.05	96762
1-5-520.00	MATS-CC	UNIFIRST CORPORATION	MATS-CC	95.05	96762
1-5-524.00	AMAZON-NUTRITION SENIOR	CITY CARDS	JULY STATEMENT	41.51	1027
1-5-524.00	COSTCO-NUTRITION	CITY CARDS	JULY STATEMENT	59.14	1027
1-5-524.00	MARIANOS-SENIOR NUTRITION	CITY CARDS	JULY STATEMENT	27.56	1027
1-5-524.00	COSTCO-NUTRITION SENIOR	CITY CARDS	JULY STATEMENT	49.65	1027
1-5-524.00	TRADER JOES-SENIOR NUTRITION	CITY CARDS	JULY STATEMENT	10.98	1027
1-5-524.00	RESTAURANT DEPOT-L&L NUTRITION	CITY CARDS	JULY STATEMENT	18.80	1027

PAID
 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWN FUND					
Dept 5 COMMUNITY CENTER					
1-5-524.00	MARIANOS-7/18 L&L 7/20 LUNCH-SE	CITI CARDS	JULY STATEMENT	4.65	1027
1-5-524.00	MARIANOS-7/18 L&L SENIOR	CITI CARDS	JULY STATEMENT	15.91	1027
1-5-524.00	COSTCO-7/18 L&L-SENIORS	CITI CARDS	JULY STATEMENT	79.95	1027
1-5-524.00	MARIANOS-7/20 LUNCH-SENIORS	CITI CARDS	JULY STATEMENT	33.73	1027
1-5-524.00	MARIANOS-NUTRITION	CITI CARDS	JULY STATEMENT	43.94	1027
1-5-524.00	REIMBURSE NUTRITION SUPPLIES	JILL BARNES	REIMBURSE NUTRITION SUPPLIES	48.36	96735
1-5-532.00	TELEPHONE 3016001336 8/1-8/31/2	ACCESS ONE	TELEPHONE 3016001336 8/1-8/31/23	331.81	1043
1-5-532.00	TELEPHONE-CELL CC - 4 UNITS	SPRINT	ACCTSPRINT #838841513 7/9-8/8/23	126.48	1035
1-5-534.00	ELECTR. #2211206014 380 SURRYSE	COMMONWEALTH EDISON	ELECTR. #2211206014 380 SURRYSE 6/26-	664.41	1053
1-5-534.00	WATER #06109-01 380 SURRYSE 6/2	VILLAGE OF LAKE ZURICH	WATER #06109-01 380 SURRYSE 6/20-7/20	107.08	1047
1-5-534.00	91-68-62-2268 7 380 SURRYSE RD	NICOR GAS	91-68-62-2268 7 380 SURRYSE RD 6/15/-	69.98	1039
1-5-534.00	ELECTRICITY 2211206014 7/26-8/	COMMONWEALTH EDISON	ELECTRICITY 2211206014 380 SURRYSE RD	826.33	1032
1-5-540.00	COPIER MPC2504 RENT 9/18-10/17/	RICOH USA, INC.	COPIER MPC2504 RENT 9/18-10/17/2023	110.08	96756
1-5-540.00	COPIER MPC2504 RENT 8/1-8/31/20	RICOH USA, INC.	COPIER MPC2504 RENT 8/1-8/31/2023	71.57	96756
1-5-546.00	BACKGROUND CHECK - KEISER (VAN	ILLINOIS STATE POLICE	BACKGROUND CHECK - KEISER (VANGRINSVE	10.00	1022
1-5-546.00	BACKGROUND CHECK FEE - KEISER	ILLINOIS STATE POLICE	BACKGROUND CHECK - KEISER (VANGRINSVE	0.50	1022
1-5-546.00	BACKGROUND CHECK - VANGRINSVEN	ILLINOIS STATE POLICE	BACKGROUND CHECK - VANGRINSVEN	10.00	1023
1-5-546.00	BACKGROUND CHECK FEE - VANGRINS	ILLINOIS STATE POLICE	BACKGROUND CHECK - VANGRINSVEN	0.50	1023
1-5-546.00	PRIME VIDEO-CREDIT	CITI CARDS	JULY STATEMENT	(19.99)	1027
1-5-546.00	3/17/23 PRE EMPLOYMENT DRUG TES	MIDWEST SERVICE CORPORAT	3/17/23 PRE EMPLOYMENT DRUG TESTING F	83.00	96718
1-5-547.00	LAKE ZURICH PARK REC-YOUTH PROG	CITI CARDS	JULY STATEMENT	168.00	1027
1-5-547.00	LAKE ZURICH PARK REC-YOUTH BEAC	CITI CARDS	JULY STATEMENT	175.00	1027
1-5-547.00	REPTILES AND AMPHIBIANS-HOMEWOR	LAKE COUNTY FOREST PRESE	REPTILES AND AMPHIBIANS-HOMEWORK CLUB	100.00	96680
1-5-547.00	MUNDELEIN PARK DIST-YOUTH BAREF	CARDMEMBER SERVICE	JULY STATEMENT	840.00	1026
1-5-547.00	ZIN GASTRO PUB-DEPOSIT FOR 10/2	CARDMEMBER SERVICE	JULY STATEMENT	200.00	1026
1-5-547.00	BOWLERO-YOUTH PROGRAM	CARDMEMBER SERVICE	JULY STATEMENT	314.68	1026
1-5-547.00	LAKE ZURICH 12-YOUTH PROGRAM	CARDMEMBER SERVICE	JULY STATEMENT	96.00	1026
1-5-547.00	GALE STREET INN-CUISINE CLUB	CARDMEMBER SERVICE	JULY STATEMENT	1,376.30	1026
1-5-547.00	LAKE ZURICH 12-YOUTH PROGRAM	CARDMEMBER SERVICE	JULY STATEMENT	112.00	1026
1-5-547.00	BUS-SHEDD 10/30/2023 DEPOSIT	VAN GALDER BUS/COACH USA	BUS-SHEDD 10/30/2023 DEPOSIT	330.00	96696
1-5-547.00	SPECIAL MUSIC AND ENTERTAINMENT	MARK DVORAK	SPECIAL MUSIC AND ENTERTAINMENT	175.00	96739
1-5-547.00	FITNESS CLASSES-AUG 2023 (19)	ELB CONSULTING, INC.	FITNESS CLASSES-AUG 2023 (19)	608.00	96741
1-5-547.00	NUTRITION WEBINAR 8/30/2023	ELB CONSULTING, INC.	NUTRITION WEBINAR 8/30/2023	150.00	96741
1-5-547.00	FITNESS CLASSES-AUG 2023 (2)	ERIN CONWAY-FINNEY	FITNESS CLASSES-AUG 2023 (2)	60.00	96743
1-5-547.00	FITNESS CLASSES-AUG 2023 (13)	THE LIGHT BETWEEN LLC	FITNESS CLASSES-AUG 2023 (13)	416.00	96760
1-5-547.00	BUS-WI STATE FAIR 8/7/23-BALANC	VAN GALDER BUS/COACH USA	BUS-WI STATE FAIR 8/7/23-BALANCE	1,215.50	96763
1-5-547.00	LIFE STORY WRITING 8/16/2023	CHRISTY WAGNER	LIFE STORY WRITING 8/16/2023	50.00	96769
1-5-547.00	LIFE STORY WRITING 6/21/2023	CHRISTY WAGNER	LIFE STORY WRITING 6/21/2023	50.00	96769
1-5-547.00	FITNESS CLASSES-AUG 2023 (13)	PATRICIA WISNIEWSKI	FITNESS CLASSES-AUG 2023 (13)	416.00	96771
1-5-550.00	SEWARD CITY TOURS-ALASKA TRIP	CITI CARDS	JULY STATEMENT	321.00	1027
1-5-551.00	AMAZON-CAMP SUPPLIES	CITI CARDS	JULY STATEMENT	63.06	1027
1-5-551.00	MARIANOS-ICE	CITI CARDS	JULY STATEMENT	9.96	1027
1-5-551.00	COSTCO-BEER/ICE/MELON/NUGGETS/L	CITI CARDS	JULY STATEMENT	130.98	1027
1-5-551.00	MARIANOS-DANISH/CHERRIES/CLUB S	CITI CARDS	JULY STATEMENT	25.52	1027
1-5-551.00	COSTCO-SALAD/ROLLS/CHIPS/LIMES/	CITI CARDS	JULY STATEMENT	137.06	1027
1-5-551.00	AMAZON-CAMP SUPPLIES	CITI CARDS	JULY STATEMENT	105.16	1027
1-5-551.00	AMAZON-EMBROIDERY CROSS STITCH	CITI CARDS	JULY STATEMENT	23.63	1027
1-5-551.00	AMAZON-PADDLES-CAMP SUPPLIES	CITI CARDS	JULY STATEMENT	81.68	1027
1-5-551.00	AMAZON-WEAVER/PADDLES-CAMP SUPP	CITI CARDS	JULY STATEMENT	140.40	1027
1-5-551.00	AMAZON-WHITEBOARD-CAMP SUPPLIES	CITI CARDS	JULY STATEMENT	142.67	1027

PAID
 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWN FUND					
Dept 5 COMMUNITY CENTER					
1-5-551.00	RESTAURANT DEPOT-PROGRAM SUPPLI	CITI CARDS	JULY STATEMENT	141.71	1027
1-5-551.00	COSTCO-GENERAL KITCHEN SUPPLY	CITI CARDS	JULY STATEMENT	12.99	1027
1-5-551.00	COSTCO-ICE CREAM W/DIRECTOR	CITI CARDS	JULY STATEMENT	21.98	1027
1-5-551.00	COSTCO-DRINKS/TRAIL MIX-SENIORS	CITI CARDS	JULY STATEMENT	58.36	1027
1-5-551.00	FAST LAUNDRY-YOUTH CAMP EQUIP W	CARDMEMBER SERVICE	JULY STATEMENT	10.00	1026
1-5-551.00	FAST LAUNDRY-YOUTH CAMP EQUIP W	CARDMEMBER SERVICE	JULY STATEMENT	15.00	1026
1-5-551.00	JEWEL-MUSIC TRIVIA SNACK	CARDMEMBER SERVICE	JULY STATEMENT	13.98	1026
1-5-551.00	SUNSET PAVILION-MUSIC TRIVIA G	CARDMEMBER SERVICE	JULY STATEMENT	40.00	1026
1-5-551.00	AMAZON-LED NIGHTLIGHT (2)	CARDMEMBER SERVICE	JULY STATEMENT	27.92	1026
1-5-551.00	WALMART-AUGUST CRAFT	CARDMEMBER SERVICE	JULY STATEMENT	53.84	1026
1-5-551.00	WALMART-YOUTH PROGRAM SUPPLIES	CARDMEMBER SERVICE	JULY STATEMENT	28.24	1026
1-5-551.00	WALMART-SNACKS FOR MUSIC REEL T	CARDMEMBER SERVICE	JULY STATEMENT	17.44	1026
1-5-558.00	AMAZON-PLANNER/TAB FOLDERS	CITI CARDS	JULY STATEMENT	20.52	1027
1-5-558.00	PENS,CLIPS,TAPE, FLAG INDEX, FL	RUNCO OFFICE SUPPLY	PAPER, PENS, TAPES, DSKTP LIGHT	55.09	96758
1-5-558.00	WHITE-OUT PENS	RUNCO OFFICE SUPPLY	WHITE-OUT PENS	10.59	96758
1-5-559.00	AED SUPERSTORE-DEFIBRILLATION P	CARDMEMBER SERVICE	JULY STATEMENT	55.80	1026
1-5-561.00	AKROGOLD UNLEADED GASOLINE	CONSERV FS INC	AKROGOLD UNLEADED GASOLINE	360.16	96701
1-5-563.00	AMAZON-FAUCET AERATOR PARTS	CITI CARDS	JULY STATEMENT	6.01	1027
1-5-563.00	HOME DEPOT-SR600 8X12 DISPLAY	CITI CARDS	JULY STATEMENT	3,036.00	1027
1-5-563.00	AMAZON-FAUCET AERATOR INSERT SE	CITI CARDS	JULY STATEMENT	10.55	1027
1-5-563.00	AMAZON-FRIDGE FOR SODA & WATER	CITI CARDS	JULY STATEMENT	268.74	1027
1-5-563.00	COMMUNITY CENTER PLAYGROUND	MULTIPLE CONCRETE ACCESS	COMMUNITY CENTER PLAYGROUND	139.50	96712
1-5-563.00	GRADE #9 IDOT 051CM06-CC	THELEN MATERIALS, LLC	GRADE #9 IDOT 051CM06-CC	131.85	96731
1-5-568.00	ONE.COM-DISPUTE	CITI CARDS	JULY STATEMENT	48.87	1027
1-5-568.00	ACCT#905351 SUBSC 8/17-10/12/23	PADDOCK PUBLICATIONS INC	ACCT#905351 SUBSC 8/17-10/12/23	56.20	96752
Total For Dept 5 COMMUNITY CENTER				20,258.66	
Dept 6 ASSESSORS DIVISION					
1-6-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	SEPTEMBER PREMIUM	3,803.38	1025
1-6-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	SEPTEMBER PREMIUM	352.94	96694
1-6-520.00	LIGHT BULBS-TH (40%)	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	11.98	96671
1-6-520.00	ANNUAL FIRE ALARM MAINT-TH (40%	INTERNATIONAL FIRE EQUIP	ANNUAL FIRE ALARM MAINT-TH	657.80	96745
1-6-520.00	FURNACE LEAK	LIONHEART CRITICAL POWER	FURNACE LEAK	171.51	96747
1-6-520.00	#28551951 EXTRM SVC AUG 2023-TH	ORKIN	#28551951 EXTRM SVC AUG 2023-TH	31.75	96750
1-6-520.00	ACCT #28551951 ANNUAL EXTERM-TH	ORKIN	#28551951 ANNL EXTERM 1155 E IL RT	442.32	96750
1-6-520.00	#28551951 EXTRM SVC SEPT 2023-T	ORKIN	#28551951 EXTRM SVC SEPT 2023-TH	38.39	96750
1-6-520.00	MATS-TH (40%)	UNIFIRST CORPORATION	MATS-TH	56.23	96762
1-6-520.00	MATS TH (40%)	UNIFIRST CORPORATION	MATS-TH	56.23	96762
1-6-532.00	TELEPHONE 3016001336 8/1-8/31/2	ACCESS ONE	TELEPHONE 3016001336 8/1-8/31/23	313.84	1043
1-6-532.00	COMCAST ACCT#0050157 8/9-9/8/2	COMCAST	COMCAST ACCT#0050157 8/9-9/8/23	144.44	1038
1-6-534.00	3363121110 1155 W RT 22 6/26-7	COMMONWEALTH EDISON	ELECTRC 3363121110 1155 W RT 22 6/26-	302.51	1055
1-6-534.00	WATER 1155 E RT6659-00 6/20-7/	VILLAGE OF LAKE ZURICH	WATER 6659-00 1155 E RT 22 6/20-7/20/	28.55	1049
1-6-534.00	GAS 40% 46-44-35-6488 8 6/15-7/	NICOR GAS	46-44-35-6488 8 1155 E RT 22 6/15-7/1	80.07	1041
1-6-534.00	ELECTRICITY 3363121110 7/26-8/2	COMMONWEALTH EDISON	ELECTRICITY 3363121110 1155 W RT 22 7	326.14	1033
1-6-537.00	CONTINUING EDUCATION-NAPERVILLE	KAREN BEHREL	CONTINUING EDUCATION-NAPERVILLE	31.54	96736
1-6-540.00	METERED COPIER USAGE 5/1-7/31/2	WAREHOUSE DIRECT	METERED COPIER USAGE 5/1-7/31/23	198.37	96770
1-6-546.00	COSTAR SUITE	CARDMEMBER SERVICE	JULY STATEMENT	420.86	1026
1-6-546.00	COSTAR SUITE 8/1-8/31/23	COSTAR REALTY INFORMATIO	COSTAR SUITE 8/1-8/31/23	420.86	96737
1-6-546.00	CAIO CERTIFICATION DUES-PARMAN	JESSICA PARMAN	CAIO CERTIFICATION DUES-PARMAN	50.00	96753
1-6-558.00	COSTCO-PPR TOWELS/TOILET PPR (4	CITI CARDS	JULY STATEMENT	31.98	1027

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 1 GENERAL TOWN FUND					
Dept 6 ASSESSORS DIVISION					
1-6-558.00	READYREFRESH-WATER (40%)	CARDMEMBER SERVICE	JULY STATEMENT	69.43	1026
1-6-558.00	READYREFRESH-WATER (40%)	CARDMEMBER SERVICE	JULY STATEMENT	67.03	1026
1-6-559.00	PAPER, STAPLER, DSKTP LIGHT, PENS	RUNCO OFFICE SUPPLY	PAPER, PENS, TAPES, DSKTP LIGHT	144.95	96758
1-6-561.00	AKROGOLD UNLEADED GASOLINE	CONSERV FS INC	AKROGOLD UNLEADED GASOLINE	340.34	96701
1-6-565.00	REMOTE ACCESS SOFTWARE	JRM CONSULTING, INC.	REMOTE ACCESS SOFTWARE 6/21/23-6/21/2	432.00	96746
1-6-565.00	NEW ACCOUNT SETUP	WAREHOUSE DIRECT	GRAPHICS CARDS AND NEW ACCOUNT SETUP	95.00	96770
Total For Dept 6 ASSESSORS DIVISION				9,120.44	
Dept 7 TRANSPORTATION DIVISION					
1-7-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	SEPTEMBER PREMIUM	667.26	1025
1-7-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	SEPTEMBER PREMIUM	48.52	96694
1-7-532.00	TELEPHONE-CELL BUS - 3 UNITS	SPRINT	ACCTSPRINT #838841513 7/9-8/8/23	198.41	1035
1-7-558.00	AED SUPERSTORE-ELECTRODE PADS	CARDMEMBER SERVICE	JULY STATEMENT	135.00	1026
1-7-561.00	AKROGOLD UNLEADED GASOLINE	CONSERV FS INC	AKROGOLD UNLEADED GASOLINE	1,750.54	96701
1-7-561.00	ELA 1 ENGINE OIL&FILTER,SHOP SU	ELA TOWNSHIP HIGHWAY DEP	ELA 1 ENGINE OIL&FILTER,SHOP SUPPLIES	33.49	96704
1-7-569.00	COACH & EQUIP-NON-OVRD CLVIND C	CITI CARDS	JULY STATEMENT	81.59	1027
1-7-569.00	SAFETY INSPECTION-ELA2	BENNY'S SERVICE CENTER I	SAFETY INSPECTION-ELA2	30.00	96699
1-7-569.00	EVAPORATOR ASSEMBLY,OIL COMPRES	VICTOR FORD	EVAPORATOR ASSEMBLY,OIL COMPRESSOR,AN	2,367.99	96732
Total For Dept 7 TRANSPORTATION DIVISION				5,312.80	
Total For Fund 1 GENERAL TOWN FUND				82,253.13	
Fund 3 GENERAL ROAD FUND					
Dept 1 ADMINISTRATIVE DIVISION					
3-1-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	SEPTEMBER PREMIUM	3,236.21	1025
3-1-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	SEPTEMBER PREMIUM	250.50	96694
3-1-510.00	TASC FSA PAYMENT 8/9/2023	TASC CUSTOMER CARE	TASC FSA PAYMENT 8/9/2023	57.69	1021
3-1-510.00	TASC FSA PAYMENT 8/23/23	TASC CUSTOMER CARE	TASC FSA PAYMENT 8/23/23	57.69	1024
3-1-510.00	TASC FSA PAYMENT 9/6/23	TASC CUSTOMER CARE	TASC FSA PAYMENT 9/6/23	57.69	1028
3-1-532.00	8771100980313769 7/21-8/20/23	COMCAST	8771100980313769 7/21-8/20/23	145.21	1050
3-1-558.00	COSTCO-CUPS/COFFEE/WATER	CITI CARDS	JULY STATEMENT	73.28	1027
3-1-558.00	COSTCO-AIR FRESHENER	CITI CARDS	JULY STATEMENT	19.98	1027
3-1-565.00	WXSENTRY PVFST ONLINE 9/15-12/1	DTN, LLC	WXSENTRY PVFST ONLINE 9/15-12/14/23	934.92	96703
Total For Dept 1 ADMINISTRATIVE DIVISION				4,833.17	
Dept 4 MAINTENANCE DIVISION					
3-4-520.00	NICOR-UPGRADE LOW PRESSURE REGU	CARDMEMBER SERVICE	JULY STATEMENT	1,457.79	1026
3-4-520.00	LIFT ELECTRICAL WORK-PARTIAL	POWERLINK ELECTRIC INC.	LIFT ELECTRICAL WORK-PARTIAL	5,161.00	96723
3-4-520.00	PURGED AIR FROM ALL GAS LINES	SHERMAN MECHANICAL, INC.	PURGED AIR FROM ALL GAS LINES	210.00	96727
3-4-520.00	ANNUAL FIRE ALARM MAINT-HWY	INTERNATIONAL FIRE EQUIP	ANNUAL FIRE ALARM MAINT-HWY	1,408.78	96745
3-4-534.00	1467261008 WS MIDLOTHIAN 6/26-7	COMMONWEALTH EDISON	1467261008 WS MIDLOTHIAN 6/26-7/26/23	305.98	1056
3-4-534.00	WATER #00631-00 23605 ECHO 6/20	VILLAGE OF LAKE ZURICH	WATER #00631-00 23605 ECHO 6/20-7/20/	20.00	1046
3-4-534.00	67226410008 ES ECHO LAKE 6/14/-	NICOR GAS	67226410008 ES ECHO LAKE 6/14-7/13/2	49.44	1042
3-4-534.00	12830810003 23605 ECHO LAKE 6/1	NICOR GAS	12830810003 23605 ECHO LAKE 6/14-7/13	163.78	1044
3-4-534.00	ELECTRICITY 1467261008 7/26-8/2	COMMONWEALTH EDISON	ELECTRICITY 1467261008 WS MIDLOTHIAN	293.52	1034
3-4-567.00	SIMPLE TIRE-TITAN TIRES (2)-JOH	CITI CARDS	JULY STATEMENT	657.22	1027
3-4-567.00	FORD DISTR-UBOLTS/LOCKNUTS/BLAD	CITI CARDS	JULY STATEMENT	576.64	1027
3-4-567.00	RETURN OF COUPLER GP-Q 1-373-69	ALTORFER INDUSTRIES, INC	RETURN OF COUPLER GP-Q 1-373-6968	(149.62)	2
3-4-567.00	1 373-6968 COUPLE GP-Q SKIDSTEE	ALTORFER INDUSTRIES, INC	1 373-6968 COUPLE GP-Q SKIDSTEEER	149.62	2
3-4-567.00	WING MOWER HYD. HOSE,NYLON HOSE	MIDWEST HOSE & FITTINGS, INC	WING MOWER HYD. HOSE,NYLON HOSE SLEEVE	186.87	96716
3-4-567.00	VACTOR EQUIPMENT MAINT PWR RTD	O'REILLY AUTOMOTIVE, INC	VACTOR EQUIPMENT MAINT PWR RTD BELT	17.94	96722

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 3 GENERAL ROAD FUND					
Dept 4 MAINTENANCE DIVISION					
3-4-567.00	OIL AND FUEL FILTERS	O'REILLY AUTOMOTIVE, INC	OIL AND FUEL FILTERS	110.81	96722
3-4-569.00	OVERLAY 2 DUMP BODY FLOORS 3/16	DON'S WELDING & FABRICAT	OVERLAY 2 DUMP BODY FLOORS 3/16 STEEL	3,173.49	96702
3-4-569.00	T11 FREON,DYE/OIL, TEST FOR LEA	LAKE ZURICH RADIATOR AND	T11 FREON,DYE/OIL, TEST FOR LEAKS,SUP	210.54	96711
3-4-569.00	6.00 U-BOLT	NAPA AUTO PARTS-DIV. OF	BK U-BOLT 6.00	55.04	96721
3-4-577.00	1/2"x3-3/4" PARAWEDGE (8)-DEER	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	23.60	96671
3-4-577.00	RETURN U-POST (5) DEER PARK BAN	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	(39.90)	96671
3-4-577.00	U-POST (10)-DEER PAK BANNER	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	79.80	96671
3-4-577.00	BRUSH CUTTER HOSE REPAIR	BURRIS EQUIPMENT COMPANY	BRUSH CUTTER HOSE REPAIR	313.50	96700
3-4-577.00	UTILITY EQUIPMENT,DAMAGE OM REN	BURRIS EQUIPMENT COMPANY	UTILITY EQUIPMENT,DAMAGE ON RENT	198.88	96700
3-4-577.00	78" BRUSH CUTTER-DEER PARK	BURRIS EQUIPMENT COMPANY	78" BRUSH CUTTER-DEER PARK	313.50	96700
3-4-577.00	STREET SIGNS	HI-VIZ INC.	STREET SIGNS	375.00	96708
3-4-577.00	QUICKRETE (4)-DEER PARK	HOME DEPOT CREDIT SERVIC	#2908 AUGUST STATEMENT	19.52	96709
3-4-577.00	LAG SCREW (9)-DEER PARK	HOME DEPOT CREDIT SERVIC	#2908 AUGUST STATEMENT	7.47	96709
3-4-577.00	PVC COUPLINGS (2)-KILDEER	MID AMERICAN WATER OF WA	PVC PIPE/COUPLING/FLARED END	272.00	96714
3-4-577.00	COLD MIX UPM (3.42)	MIDWEST AGGREGATES	COLD MIX UPM (3.42)	615.60	96715
3-4-577.00	LOG DUMP-NORTH BARRINGTON	MULCH IT AND LANDSCAPE S	LOG DUMP-NORTH BARRINGTON	100.00	96720
3-4-577.00	FIELD PULV/PULV MATL	R. C. TOPSOIL, INC.	FIELD PULV 8 YDS/PULV 8 YDS MATL	124.23	96724
3-4-577.00	CA-7 BEDDING STONE (28.91)	VULCAN CONSTRUCTION MATE	CA-7 BEDDING STONE (28.91)	400.40	96733
3-4-577.00	RIP RAP#3 4.16	VULCAN CONSTRUCTION MATE	RIP RAP#3 4.16	192.40	96733
Total For Dept 4 MAINTENANCE DIVISION				17,054.84	
Total For Fund 3 GENERAL ROAD FUND				21,888.01	

Fund 4 PERMANENT ROAD FUND

Dept 0					
4-0-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	SEPTEMBER PREMIUM	7,001.48	1025
4-0-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	SEPTEMBER PREMIUM	594.27	96694
4-0-510.00	TASC FSA PAYMENT 8/9/2023	TASC CUSTOMER CARE	TASC FSA PAYMENT 8/9/2023	38.46	1021
4-0-510.00	TASC FSA PAYMENT 8/23/23	TASC CUSTOMER CARE	TASC FSA PAYMENT 8/23/23	38.46	1024
4-0-510.00	TASC FSA PAYMENT 9/6/23	TASC CUSTOMER CARE	TASC FSA PAYMENT 9/6/23	38.46	1028
4-0-561.00	AKROGOLD UNLEADED GASOLINE	CONSERV FS INC	AKROGOLD UNLEADED GASOLINE	1,592.52	96701
4-0-561.00	AKROGOLD UNLEADED GASOLINE	CONSERV FS INC	AKROGOLD UNLEADED GASOLINE	218.96	96701
4-0-562.00	COSTCO-PPR TOWELS/TOILET PPR	CITI CARDS	JULY STATEMENT	163.13	1027
4-0-562.00	CM SLT SCRWR 5/16"x6",SM SLT S	LAKE ZURICH ACE	CM SLT SCRWR 5/16"x6", SM SLT SCRDRIVE	15.79	96697
4-0-562.00	RETURN OF CM SLT SCRWR 5/16"x6	LAKE ZURICH ACE	RETURN CM SLT SCRWR 5/16"x6",SM SLT	(15.79)	96697
4-0-562.00	CHAIN LOOP (4)-CHAINSAWS	ARLINGTON POWER EQUIPMEN	CUSTOMER 15306- CHAIN LOOP (4)	67.96	96698
4-0-562.00	ROUNDUP, ATHLETIC WHITE-SEYMOUR	CONSERV FS INC	ROUNDUP, ATHLETIC WHITE-SEYMOUR	432.56	96701
4-0-562.00	1 GALLON GAS CAN	HOME DEPOT CREDIT SERVIC	#2908 AUGUST STATEMENT	17.97	96709
4-0-562.00	MORTAR TUB/ROLLER (2)	HOME DEPOT CREDIT SERVIC	#2908 AUGUST STATEMENT	19.42	96709
4-0-562.00	PISTOL GRIP BLW GUN/PLUGS (2)	HOME DEPOT CREDIT SERVIC	#2908 AUGUST STATEMENT	15.94	96709
4-0-562.00	NON SLIP HICKORY MAUL HANDLE	MC CANN INDUSTRIES, INC.	NON SLIP HICKORY MAUL HANDLE	51.64	96713
4-0-562.00	OIL FILTER,16OZMOTORTRT,SHOP SU	O'REILLY AUTOMOTIVE, INC	OIL FILTER,16OZMOTORTRT,SHOP SUPPLIES	154.53	96722
4-0-562.00	CRC POWER LUBE	STONE WHEEL INC.	CRC POWER LUBE	44.49	96729
4-0-582.00	MS4 YEAR 21	GEWALT HAMILTON ASSOCIAT	MS4 YEAR 21	1,200.00	96706
4-0-582.00	GENERAL ENGINEERING	GEWALT HAMILTON ASSOCIAT	GENERAL ENGINEERING	2,608.75	96706
4-0-582.00	PARK-VALLEY SW DESIGN	GEWALT HAMILTON ASSOCIAT	PARK-VALLEY SW DESIGN	2,007.51	96706
4-0-582.00	SIDEWALK CONSTRUCTION COST	LAKE COUNTY TREASURER	SIDEWALK CONSTRUCTION COST	1,272.69	96710
4-0-582.00	PVC PIPE (70)/FLARED END(1)-LOC	MID AMERICAN WATER OF WA	PVC PIPE/COUPLING/FLARED END	5,623.50	96714
4-0-582.00	MIXED CLEAN FILL (1)	SUPER AGGREGATES	MIXED CLEAN FILL (1)	50.00	96730
4-0-582.00	CA-7 BEDDING STONE	VULCAN CONSTRUCTION MATE	CA-7 BEDDING STONE (28.91)	400.40	96733

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 4 PERMANENT ROAD FUND					
Dept 0					
4-0-584.00	0706074008 ALL STRT LGHTS 6/22-	COMMONWEALTH EDISON	0706074008 ALL STRT LGHTS 6/22-7/24/2	892.10	1057
4-0-584.00	ELECTRICITY 0706074008 7/24-8/2	COMMONWEALTH EDISON	ELECTRICITY 0706074008 ALL STRT LGHTS	885.11	1036
4-0-587.00	FIELD PULV/PULV MATL	R. C. TOPSOIL, INC.	FIELD PULV 8 YDS/PULV 8 YDS MATL	248.46	96724
4-0-600.00	LIFT TR35 (50% PAYMENT)	MOHAWK LIFTS LLC	LIFT TR35 (50% PAYMENT)	60,359.56	96695
		Total For Dept 0		86,038.33	
		Total For Fund 4 PERMANENT ROAD FUND		86,038.33	
Fund 5 PARK MAINTENANCE FUND					
Dept 0					
5-0-410.01	PARKING REIMBURSEMENT (#35)	LISA VRABLIK	PARKING REIMBURSEMENT (#35)	250.00	96717
5-0-509.00	HEALTH BENEFITS	BLUE CROSS AND BLUE SHIE	SEPTEMBER PREMIUM	629.15	1025
5-0-509.00	HEALTH BENEFITS	DELTA DENTAL OF ILLINOIS	SEPTEMBER PREMIUM	48.52	96694
5-0-520.00	2X4X4 CEDAR-KNOX OUTLET	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	4.08	96671
5-0-520.00	PVC CEMENT/COUPLING/OUTLET KIT-	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	28.01	96671
5-0-520.00	BLACK/RED/ BUTTON GFI-KNOX OUTL	HOME DEPOT CREDIT SERVIC	#2908 JULY STATEMENT	14.96	96671
5-0-520.00	COSTCO-GARBAGE BAGS/TOILET PPR	CITY CARDS	JULY STATEMENT	95.96	1027
5-0-520.00	SPRAYER/SCRUB BRUSH/CLEANER-KNO	HOME DEPOT CREDIT SERVIC	#2908 AUGUST STATEMENT	54.36	96709
5-0-520.00	ANNUAL FIRE ALARM MAINT-KNOX	INTERNATIONAL FIRE EQUIP	ANNUAL FIRE ALARM MAINT-KNOX	255.00	96745
5-0-521.00	METAL PUSH BUTTON ASSEMBLY 1-1/	GRÄINGER	METAL PUSH BUTTON ASSEMBLY 1-1/2 IN S	205.36	96707
5-0-521.00	CEDAR POSTS/BOLTS/WASHERS-KNOX	HOME DEPOT CREDIT SERVIC	#2908 AUGUST STATEMENT	135.32	96709
5-0-521.00	HANDSOAP REFILL-PARKS	HOME DEPOT CREDIT SERVIC	#2908 AUGUST STATEMENT	12.96	96709
5-0-521.00	BLUE GRASS SOD-KNOX	HOME DEPOT CREDIT SERVIC	#2908 AUGUST STATEMENT	26.94	96709
5-0-521.00	LANDSCAPE MAINTENANCE-AUG 2023	MILIEU DESIGN, LLC	LANDSCAPE MAINTENANCE-AUG 2023	2,031.25	96749
5-0-521.00	LANDSCAPE MAINTENANCE JULY 2023	MILIEU DESIGN, LLC	LANDSCAPE MAINTENANCE JULY 2023	2,031.75	96749
5-0-521.00	FERTILIZER-HWY	ROLLING GREEN	FERTILIZER-HWY	824.93	96757
5-0-521.00	FERTILIZER - TOWN HALL	ROLLING GREEN	FERTILIZER - TOWN HALL	1,340.52	96757
5-0-521.00	FERTILIZER--COMMUNITY CENTER	ROLLING GREEN	FERTILIZER--COMMUNITY CENTER	171.86	96757
5-0-521.00	FERTILIZER-LZ CEMETERY	ROLLING GREEN	FERTILIZER-LZ CEMETERY	257.15	96757
5-0-521.00	FERTILIZER-FAIRFIELD CEMETERY	ROLLING GREEN	FERTILIZER-FAIRFIELD CEMETERY	171.86	96757
5-0-534.00	ELECTR.#1035656002 ES TELSER RD	COMMONWEALTH EDISON	ELECTR.#1035656002 ES TELSER RD 6/26-	77.29	1051
5-0-534.00	ELECTR.#1467506002 95 E MAIN 6	COMMONWEALTH EDISON	ELECTR.#1467506002 95 E MAIN 6/26-7/	134.22	1052
5-0-534.00	ELECTR.#429157040 1111 W RT 22	COMMONWEALTH EDISON	ELECTR.#429157040 1111 W RT 22 ELA 6/	104.99	1054
5-0-534.00	WATER#006673-00 1111 E ROUTE 22	VILLAGE OF LAKE ZURICH	WATER#006673-00 1111 E ROUTE 22 6/20-	168.56	1048
5-0-534.00	ELECTRICITY 0429157040 7/26-8/2	COMMONWEALTH EDISON	ELECTRICITY 0429157040 1111 W RT 22 7	99.07	1029
5-0-534.00	ELECTRICITY 1035656002 7/26-8/2	COMMONWEALTH EDISON	ELECTRICITY 1035656002 ES TTELSER RD	77.01	1030
5-0-555.00	OFFICEMAX-SCHOLARSHIP AWARD COV	CITY CARDS	JULY STATEMENT	41.42	1027
5-0-555.00	10 GL OF PAINT FOR KNIGGE PARKI	THE SHERWIN-WILLIAMS CO.	10 GL OF PAINT FOR KNIGGE PARKING LOT	267.90	96728
5-0-561.00	AKROGOLD UNLEADED GASOLINE	CONSERV FS INC	AKROGOLD UNLEADED GASOLINE	891.50	96701
5-0-561.00	SCAG MOWERS OIL FILTER	NAPA AUTO PARTS-DIV. OF	SCAG MOWERS OIL FILTER	22.99	96721
5-0-562.00	PLAYGROUND MULCH 30 YARDS	THE MULCH CENTER	PLAYGROUND MULCH 30 YARDS	785.50	96719
5-0-563.00	AMAZON-TENNIS NET STRAPS KNOX P	CITY CARDS	JULY STATEMENT	30.75	1027
5-0-563.00	PLAY GROUND PAD,DURAFIBER MONO	FISCHER BROS.	PLAY GROUND PAD,DURAFIBER MONO	1,215.00	96705
5-0-563.00	PLAYGROUND PAD-CC	FISCHER BROS.	PLAYGROUND PAD-CC	822.50	96705
5-0-563.00	CC PLAYGROUND PAD,6 BAG FULL AE	FISCHER BROS.	CC PLAYGROUND PAD,6 BAG FULL AER,DURA	1,412.50	96705
5-0-563.00	CONCRETE CHUTE RENTAL CC PLAYER	RENTALMAX I.L.C.	CONCRETE CHUTE RENTAL CC PLAYGROUND	51.52	96726
5-0-563.00	TIRE-SCAG	RUSSO POWER EQUIPMENT	TIRE-SCAG	157.99	96726
5-0-563.00	TIRE-SCAG MOWER	RUSSO POWER EQUIPMENT	TIRE-SCAG MOWER	157.99	96726
5-0-574.00	WATER #002695-00 95 E MAIN 6/20	VILLAGE OF LAKE ZURICH	WATER #002695-00 95 E MAIN 6/20-7/20/	39.66	1045
5-0-574.00	68-34-08-1000 8 95 E MAIN ST 6/	NICOR GAS	68-34-08-1000 8 95 E MAIN ST 6/15-7/1	55.07	1040

PAID
 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 5 PARK MAINTENANCE FUND					
Dept 0					
5-0-574.00	ANNUAL FIRE ALARM MAINT--HISTORI	INTERNATIONAL FIRE EQUIP	ANNUAL FIRE ALARM MAINT--HISTORICAL	782.25	96745
5-0-574.00	ELECTRICITY 1467506002 7/26-8/2	COMMONWEALTH EDISON	ELECTRICITY 1467506002 95 E MAIN ST 7	146.87	1031
5-0-600.00	2023 PARKING LOT MAINTENANCE	GEWALT HAMILTON ASSOCIAT	2023 PARKING LOT MAINTENANCE	644.00	96706
5-0-600.00	2022 TENNIS-PICKLEBALL CONSTRUC	GEWALT HAMILTON ASSOCIAT	2022 TENNIS-PICKLEBALL CONSTRUCTION	92.00	96706
5-0-600.00	FENCE REMOVAL AND INSTALLATION	ACTION FENCE CONTRACTORS	FENCE REMOVAL AND INSTALLATION	11,128.00	96734
		Total For Dept 0		27,996.49	
		Total For Fund 5 PARK MAINTENANCE FUND		27,996.49	
Fund 6 CEMETERY MAINTENANCE FUND					
Dept 0					
6-0-522.00	ADULT GRAVE OPENING-VLAHOPOULOS	PROFESSIONAL CEMETERY SE	ADULT GRAVE OPENING-VLAHOPOULOS	850.00	96754
6-0-522.00	CREMATION OPEN/CLOSE-HAHNFELDT	JEFF THOMPSON	CREMATION OPEN/CLOSE-HAHNFELDT (2)	500.00	96761
		Total For Dept 0		1,350.00	
		Total For Fund 6 CEMETERY MAINTENANCE FUND		1,350.00	

PAID
 BOARD AUDIT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund Totals:		
			Fund 1 GENERAL TOWN FU	82,253.13	
			Fund 3 GENERAL ROAD FU	21,888.01	
			Fund 4 PERMANENT ROAD	86,038.33	
			Fund 5 PARK MAINTENANC	27,996.49	
			Fund 6 CEMETERY MAINTA	1,350.00	
			Total For All Funds:	<u>219,525.96</u>	

CASH SUMMARY BY ACCOUNT FOR ELA TOWNSHIP
 FROM 08/01/2023 TO 08/31/2023
 FUND: ALL FUNDS
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 08/01/2023	Total Debits	Total Credits	Ending Balance 08/31/2023
Fund 1 GENERAL TOWN FUND					
100.00	BYLINE-MM/DISB.#0192/0190	156,597.50	57,385.50	180,906.48	33,076.52
101.05	BYLINE #7986-MONEY MARKET	1,280,151.08	8,950.47	0.00	1,289,101.55
101.07	BARR.#0429-MONEY MARKET	636,253.30	519,824.53	0.00	1,156,077.83
103.10	BARR. 2.80% - 12 MO - 8/26/2023	504,628.58	9,347.32	513,975.90	0.00
103.12	BARR. 5.35% - 9 MO - 4/26/2024	204,710.08	0.00	0.00	204,710.08
104.19	CS/INTRAFTI 5.38% 9/14/2023-13 WK	464,894.61	0.00	0.00	464,894.61
104.20	CS/CDARS 5.38% 10/5/2023-13WK	105,370.37	0.00	0.00	105,370.37
	GENERAL TOWN FUND	3,352,605.52	595,507.82	694,882.38	3,253,230.96
Fund 2 GENERAL ASSISTANCE FUND					
100.00	BYLINE-MM/DISB.#0192/0190	1,801.86	25,004.10	2,382.26	24,423.70
101.05	BYLINE #7986-MONEY MARKET	106,816.62	906.21	25,000.00	82,722.83
	GENERAL ASSISTANCE FUND	108,618.48	25,910.31	27,382.26	107,146.53
Fund 3 GENERAL ROAD FUND					
100.00	BYLINE-MM/DISB.#0192/0190	252,340.37	28,687.62	26,361.16	254,666.83
101.05	BYLINE #7986-MONEY MARKET	924,430.93	6,889.95	0.00	931,320.88
	GENERAL ROAD FUND	1,176,771.30	35,577.57	26,361.16	1,185,987.71
Fund 4 PERMANENT ROAD FUND					
100.00	BYLINE-MM/DISB.#0192/0190	294,617.72	6,041.97	47,836.07	252,823.62
101.05	BYLINE #7986-MONEY MARKET	744,062.09	4,744.32	0.00	748,806.41
101.06	5/3 BANK-BOND ACCT #0773	94,292.71	0.00	2,450.00	91,842.71
103.11	BARR. 4.90% - 6 MO - 11/25/2023	250,000.00	1,017.05	0.00	251,017.05
104.18	BYLINE CDARS 5.02% 8/31/23-13WK	250,000.00	0.00	0.00	250,000.00
	PERMANENT ROAD FUND	1,632,972.52	11,803.34	50,286.07	1,594,489.79
Fund 5 PARK MAINTENANCE FUND					
100.00	BYLINE-MM/DISB.#0192/0190	137,280.65	20,327.73	37,312.91	120,295.47
101.05	BYLINE #7986-MONEY MARKET	180,506.88	1,150.29	0.00	181,657.17
101.08	CORNERSTONE MM #6332	129,640.45	262.49	0.00	129,902.94
	PARK MAINTENANCE FUND	447,427.98	21,740.51	37,312.91	431,855.58
Fund 6 CEMETERY MAINTENANCE FUND					
100.00	BYLINE-MM/DISB.#0192/0190	35,115.93	1,880.96	3,445.03	33,551.86
101.05	BYLINE #7986-MONEY MARKET	196,285.46	1,665.23	0.00	197,950.69
	CEMETERY MAINTENANCE FUND	231,401.39	3,546.19	3,445.03	231,502.55
	TOTAL - ALL FUNDS	6,949,797.19	694,085.74	839,669.81	6,804,213.12

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	2023-24 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 1 - GENERAL TOWN FUND					
Revenues					
Dept 0					
1-0-400.00	PROPERTY TAX	16,253.28	990,800.51	1,900,007.73	909,207.22
1-0-402.00	PERS PROP REPLACEMENT TAX	2,019.28	39,583.71	50,000.00	10,416.29
1-0-404.00	INTEREST INCOME	24,168.30	45,382.28	10,000.00	(35,382.28)
1-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	3,063,407.00	3,063,407.00
1-0-410.00	MISCELLANEOUS INCOME	0.00	75.00	2,000.00	1,925.00
1-0-410.01	COMMUNITY ROOM FEES	0.00	50.00	0.00	(50.00)
Total Dept 0		42,440.86	1,075,891.50	5,025,414.73	3,949,523.23
Dept 3 - HEALTH AND WELLNESS					
1-3-410.00	MISCELLANEOUS INCOME	0.00	50.00	0.00	(50.00)
Total Dept 3 - HEALTH AND WELLNESS		0.00	50.00	0.00	(50.00)
Dept 5 - COMMUNITY CENTER					
1-5-406.00	GRANTS	10,000.00	12,000.00	5,000.00	(7,000.00)
1-5-409.00	DONATIONS	150.00	700.00	2,000.00	1,300.00
1-5-410.00	MISCELLANEOUS INCOME	100.00	409.00	0.00	(409.00)
1-5-410.01	HOMEWORK CLUB RECOVERIES	16,310.00	26,195.00	48,330.00	22,135.00
1-5-410.02	TEEN CLUB RECOVERIES	0.00	0.00	0.00	0.00
1-5-410.03	SHOOTING STARS RECOVERIES	(125.00)	47,425.00	50,550.00	3,125.00
1-5-410.04	WINTER BREAK RECOVERIES	0.00	0.00	7,200.00	7,200.00
1-5-410.05	SPRING BREAK RECOVERIES	0.00	(50.00)	4,500.00	4,550.00
1-5-410.06	KIDS DAY OFF RECOVERIES	0.00	0.00	0.00	0.00
1-5-410.07	SAFE SITTER RECOVERIES	0.00	0.00	1,560.00	1,560.00
1-5-410.08	SAFE AT HOME RECOVERIES	0.00	25.00	600.00	575.00
1-5-411.01	SENIOR PROGRAM RECOVERIES	7,535.00	45,898.00	95,000.00	49,102.00
1-5-411.02	LONG DISTANCE TRIPS RECOVERIES	0.00	10,855.00	72,000.00	61,145.00
1-5-411.03	MEAL RECOVERIES	657.00	3,799.00	30,000.00	26,201.00
1-5-411.04	NON-RESIDENT FEES	0.00	315.00	500.00	185.00
Total Dept 5 - COMMUNITY CENTER		34,627.00	147,571.00	317,240.00	169,669.00
Dept 6 - ASSESSORS DIVISION					
1-6-410.00	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00
Total Dept 6 - ASSESSORS DIVISION		0.00	0.00	0.00	0.00
Dept 7 - TRANSPORTATION DIVISION					
1-7-410.00	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00
1-7-410.01	DIAL-A-RIDE RECOVERIES	433.01	2,313.76	7,000.00	4,686.24
1-7-410.02	SUBSCRIPTION RECOVERIES	532.00	2,072.00	5,000.00	2,928.00
1-7-410.03	S.W. LAKE RECOVERIES	1,932.00	4,956.00	9,000.00	4,044.00
Total Dept 7 - TRANSPORTATION DIVISION		2,897.01	9,341.76	21,000.00	11,658.24
TOTAL REVENUES		79,964.87	1,232,854.26	5,363,654.73	4,130,800.47
Expenditures					
Dept 1 - ADMINISTRATIVE DIVISION					
1-1-500.00	SALARIES	14,772.49	78,561.70	225,750.00	147,188.30
1-1-509.00	HEALTH BENEFITS	1,688.52	8,317.31	25,000.00	16,682.69
1-1-510.00	HRA	0.00	(302.54)	3,100.00	3,402.54
1-1-511.00	SOCIAL SECURITY TAX	1,110.91	5,904.52	17,000.00	11,095.48
1-1-512.00	IMRF	438.76	2,333.34	8,000.00	5,666.66
1-1-513.00	UNEMPLOYMENT COMPENSATION	0.00	536.48	1,000.00	463.52
1-1-520.00	BUILDING MAINTENANCE	203.94	964.90	14,000.00	13,035.10
1-1-528.00	INSURANCE	0.00	29,352.00	35,000.00	5,648.00
1-1-532.00	TELEPHONE/INTERNET	535.32	3,341.56	7,500.00	4,158.44
1-1-534.00	UTILITIES	361.73	1,869.81	7,000.00	5,130.19
1-1-536.00	TRAVEL EXPENSE	0.00	42.97	2,000.00	1,957.03
1-1-537.00	EDUCATION	25.00	25.00	2,000.00	1,975.00
1-1-538.00	POSTAGE	314.46	4,885.34	12,000.00	7,114.66
1-1-540.00	PRINTING	360.23	4,015.29	11,000.00	6,984.71
1-1-544.00	PROFESSIONAL SERVICES	0.00	5,276.32	20,000.00	14,723.68
1-1-546.00	DUES/FEES	144.46	2,175.82	9,000.00	6,824.18
1-1-548.00	PUBLIC NOTICES	0.00	33.35	750.00	716.65
1-1-549.00	PERS. PROP. REPL. TAX-VILL. REFUND	0.00	3,583.22	20,000.00	16,416.78
1-1-555.00	GRANT FUNDING	15,000.00	38,000.00	36,000.00	(2,000.00)
1-1-558.00	OFFICE SUPPLIES	293.98	764.78	5,500.00	4,735.22
1-1-559.00	OFFICE EQUIPMENT	1,152.78	1,200.03	2,500.00	1,299.97

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	2023-24 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 1 - GENERAL TOWN FUND					
Expenditures					
1-1-565.00	INFORMATION TECHNOLOGY	0.00	2,260.50	20,000.00	17,739.50
1-1-568.00	MISCELLANEOUS	0.00	1,280.07	5,000.00	3,719.93
1-1-572.00	COMMUNITY EVENTS	0.00	201.81	5,000.00	4,798.19
1-1-573.00	COMMUNITY SERVICE PROJECTS	0.00	449.00	3,500.00	3,051.00
1-1-585.00	TOWNHALL IMPROVEMENTS	0.00	0.00	5,000.00	5,000.00
1-1-600.00	CAPITAL IMPROVEMENTS	2,259.00	128,345.00	1,000,000.00	871,655.00
Total Dept 1 - ADMINISTRATIVE DIVISION		38,661.58	323,417.58	1,502,600.00	1,179,182.42
Dept 2 - ELECTED OFFICIALS					
1-2-501.00	SUPERVISOR	3,333.33	15,625.00	40,000.00	24,375.00
1-2-504.00	CLERK	1,250.00	6,250.00	15,000.00	8,750.00
1-2-505.00	TRUSTEES	1,666.68	7,986.17	20,000.00	12,013.83
1-2-506.00	TREASURER	83.33	416.65	1,000.00	583.35
1-2-511.00	SOCIAL SECURITY TAX	484.50	2,316.22	6,000.00	3,683.78
1-2-536.00	TRAVEL EXPENSE	0.00	0.00	3,000.00	3,000.00
1-2-537.00	EDUCATION	0.00	0.00	2,000.00	2,000.00
Total Dept 2 - ELECTED OFFICIALS		6,817.84	32,594.04	87,000.00	54,405.96
Dept 3 - HEALTH AND WELLNESS					
1-3-500.00	SALARIES	16,549.08	88,477.68	225,750.00	137,272.32
1-3-509.00	HEALTH BENEFITS	5,188.88	23,828.64	44,000.00	20,171.36
1-3-510.00	HRA	0.00	(0.05)	4,750.00	4,750.05
1-3-511.00	SOCIAL SECURITY TAX	1,181.37	6,332.02	17,270.00	10,937.98
1-3-512.00	IMRF	452.63	2,419.86	7,000.00	4,580.14
1-3-513.00	UNEMPLOYMENT COMPENSATION	0.00	633.64	1,000.00	366.36
1-3-520.00	BUILDING MAINTENANCE	168.82	686.10	5,500.00	4,813.90
1-3-528.00	INSURANCE	0.00	0.00	600.00	600.00
1-3-532.00	TELEPHONE/INTERNET	211.87	2,213.41	4,800.00	2,586.59
1-3-534.00	UTILITIES	258.38	1,335.56	4,000.00	2,664.44
1-3-536.00	TRAVEL EXPENSE	0.00	318.46	2,000.00	1,681.54
1-3-537.00	EDUCATION	409.98	619.97	3,000.00	2,380.03
1-3-538.00	POSTAGE	1.20	2.04	100.00	97.96
1-3-540.00	PRINTING	0.00	33.00	300.00	267.00
1-3-546.00	DUES/FEES	224.00	359.00	1,600.00	1,241.00
1-3-558.00	OFFICE SUPPLIES	144.84	410.93	1,500.00	1,089.07
1-3-559.00	OFFICE EQUIPMENT	0.00	33.75	1,000.00	966.25
1-3-565.00	INFORMATION TECHNOLOGY	76.00	1,592.28	2,800.00	1,207.72
1-3-568.00	MISCELLANEOUS	0.00	0.00	1,000.00	1,000.00
Total Dept 3 - HEALTH AND WELLNESS		24,867.05	129,296.29	327,970.00	198,673.71
Dept 5 - COMMUNITY CENTER					
1-5-500.00	SALARIES	36,164.31	187,218.03	475,000.00	287,781.97
1-5-509.00	HEALTH BENEFITS	1,819.35	8,960.95	26,000.00	17,039.05
1-5-510.00	HRA	0.00	0.00	3,000.00	3,000.00
1-5-511.00	SOCIAL SECURITY TAX	2,744.62	14,201.42	36,000.00	21,798.58
1-5-512.00	IMRF	824.03	4,088.60	13,000.00	8,911.40
1-5-513.00	UNEMPLOYMENT COMPENSATION	0.00	1,503.04	5,000.00	3,496.96
1-5-520.00	BUILDING MAINTENANCE	2,978.07	5,126.14	25,000.00	19,873.86
1-5-524.00	NUTRITION	385.82	2,564.81	31,000.00	28,435.19
1-5-525.00	LUNCH & LEARN PRESENTATIONS	587.50	1,762.50	7,500.00	5,737.50
1-5-532.00	TELEPHONE/INTERNET	126.48	2,960.70	7,500.00	4,539.30
1-5-534.00	UTILITIES	854.47	5,521.80	14,000.00	8,478.20
1-5-536.00	TRAVEL EXPENSE	133.10	189.42	1,000.00	810.58
1-5-537.00	EDUCATION	0.00	1,363.16	5,000.00	3,636.84
1-5-538.00	POSTAGE	4,650.25	5,261.61	9,750.00	4,488.39
1-5-540.00	PRINTING	110.08	2,547.27	16,000.00	13,452.73
1-5-546.00	DUES/FEES	(222.05)	1,365.65	4,000.00	2,634.35
1-5-547.00	PROGRAMS	4,955.98	32,277.01	80,000.00	47,722.99
1-5-550.00	LONG DISTANCE TRIPS	321.00	11,021.49	39,000.00	27,978.51
1-5-551.00	PROGRAM SUPPLIES	1,301.58	5,554.67	15,000.00	9,445.33
1-5-553.00	SPECIAL EVENTS	0.00	76.03	3,000.00	2,923.97
1-5-558.00	OFFICE SUPPLIES	158.93	324.10	2,000.00	1,675.90
1-5-559.00	OFFICE EQUIPMENT	55.80	501.30	2,000.00	1,498.70
1-5-561.00	FUEL/OIL	248.11	613.96	2,500.00	1,886.04
1-5-563.00	BUILDING EQUIPMENT	3,321.30	4,173.46	12,000.00	7,826.54
1-5-565.00	INFORMATION TECHNOLOGY	0.00	1,284.00	4,000.00	2,716.00
1-5-568.00	MISCELLANEOUS	48.87	267.21	2,000.00	1,732.79
1-5-585.00	GRANT PROJECTS	0.00	0.00	5,000.00	5,000.00
Total Dept 5 - COMMUNITY CENTER		61,567.60	300,728.33	845,250.00	544,521.67

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	2023-24 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 1 - GENERAL TOWN FUND					
Expenditures					
Dept 6 - ASSESSORS DIVISION					
1-6-500.00	SALARIES	27,264.80	145,060.00	425,000.00	279,940.00
1-6-509.00	HEALTH BENEFITS	3,619.88	16,527.42	50,000.00	33,472.58
1-6-510.00	HRA	0.00	836.10	9,000.00	8,163.90
1-6-511.00	SOCIAL SECURITY TAX	2,044.71	10,891.93	33,000.00	22,108.07
1-6-512.00	IMRF	664.24	3,581.39	13,000.00	9,418.61
1-6-513.00	UNEMPLOYMENT COMPENSATION	0.00	1,130.56	2,000.00	869.44
1-6-520.00	BUILDING MAINTENANCE	248.48	1,076.01	6,000.00	4,923.99
1-6-532.00	TELEPHONE/INTERNET	194.24	2,326.68	6,000.00	3,673.32
1-6-534.00	UTILITIES	413.40	2,136.89	7,000.00	4,863.11
1-6-536.00	TRAVEL EXPENSE	0.00	1,521.77	3,500.00	1,978.23
1-6-537.00	EDUCATION	150.00	2,330.00	6,500.00	4,170.00
1-6-538.00	POSTAGE	0.00	0.60	100.00	99.40
1-6-540.00	PRINTING	0.00	236.96	1,500.00	1,263.04
1-6-544.00	PROFESSIONAL SERVICES	0.00	440.00	5,000.00	4,560.00
1-6-546.00	DUES/FEES	841.72	2,266.66	9,000.00	6,733.34
1-6-558.00	OFFICE SUPPLIES	168.44	827.75	2,500.00	1,672.25
1-6-559.00	OFFICE EQUIPMENT	0.00	242.11	24,000.00	23,757.89
1-6-561.00	FUEL/OIL	175.24	1,339.36	5,000.00	3,660.64
1-6-565.00	INFORMATION TECHNOLOGY	350.00	6,178.99	24,500.00	18,321.01
1-6-568.00	MISCELLANEOUS	0.00	469.50	500.00	30.50
1-6-569.00	VEHICLE MAINTENANCE	73.45	125.82	5,000.00	4,874.18
Total Dept 6 - ASSESSORS DIVISION		36,208.60	199,546.50	638,100.00	438,553.50
Dept 7 - TRANSPORTATION DIVISION					
1-7-500.00	SALARIES	6,883.63	35,783.58	115,500.00	79,716.42
1-7-509.00	HEALTH BENEFITS	623.26	3,070.04	9,000.00	5,929.96
1-7-510.00	HRA	0.00	0.00	1,650.00	1,650.00
1-7-511.00	SOCIAL SECURITY TAX	519.52	2,698.54	9,000.00	6,301.46
1-7-512.00	IMRF	204.43	1,062.76	3,500.00	2,437.24
1-7-513.00	UNEMPLOYMENT COMPENSATION	0.00	358.40	800.00	441.60
1-7-515.00	UNIFORMS/TESTING	0.00	171.50	600.00	428.50
1-7-528.00	INSURANCE	0.00	1,799.00	4,000.00	2,201.00
1-7-532.00	TELEPHONE	146.61	904.35	2,500.00	1,595.65
1-7-544.00	PROFESSIONAL SERVICES	0.00	108.00	1,000.00	892.00
1-7-558.00	OFFICE SUPPLIES	135.00	675.00	250.00	(425.00)
1-7-561.00	FUEL/OIL	695.39	6,788.94	26,000.00	19,211.06
1-7-569.00	VEHICLE MAINTENANCE	431.05	2,450.98	10,000.00	7,549.02
Total Dept 7 - TRANSPORTATION DIVISION		9,638.89	55,871.09	183,800.00	127,928.91
TOTAL EXPENDITURES		177,761.56	1,041,453.83	3,584,720.00	2,543,266.17
Fund 1 - GENERAL TOWN FUND:					
TOTAL REVENUES		79,964.87	1,232,854.26	5,363,654.73	4,130,800.47
TOTAL EXPENDITURES		177,761.56	1,041,453.83	3,584,720.00	2,543,266.17
NET OF REVENUES & EXPENDITURES		(97,796.69)	191,400.43	1,778,934.73	1,587,534.30

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	2023-24 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 2 - GENERAL ASSISTANCE FUND					
Revenues					
Dept 0					
2-0-400.00	PROPERTY TAX	3.72	(4.88)	0.00	4.88
2-0-404.00	INTEREST INCOME	906.52	1,533.05	500.00	(1,033.05)
2-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	119,303.00	119,303.00
Total Dept 0		910.24	1,528.17	119,803.00	118,274.83
TOTAL REVENUES		910.24	1,528.17	119,803.00	118,274.83
Expenditures					
Dept 0					
2-0-500.00	SALARIES	2,179.96	11,486.22	30,450.00	18,963.78
2-0-511.00	SOCIAL SECURITY TAX	137.49	717.59	2,300.00	1,582.41
2-0-512.00	IMRF	64.74	341.10	1,000.00	658.90
2-0-513.00	UNEMPLOYMENT COMPENSATION	0.00	82.94	100.00	17.06
2-0-537.00	EDUCATION	0.00	113.12	500.00	386.88
2-0-565.00	INFORMATION TECHNOLOGY	0.00	0.00	2,000.00	2,000.00
2-0-701.00	EMERGENCY ASSISTANCE	0.00	944.65	45,000.00	44,055.35
2-0-702.00	GENERAL ASSISTANCE	0.00	0.00	20,000.00	20,000.00
Total Dept 0		2,382.19	13,685.62	101,350.00	87,664.38
TOTAL EXPENDITURES		2,382.19	13,685.62	101,350.00	87,664.38
Fund 2 - GENERAL ASSISTANCE FUND:					
TOTAL REVENUES		910.24	1,528.17	119,803.00	118,274.83
TOTAL EXPENDITURES		2,382.19	13,685.62	101,350.00	87,664.38
NET OF REVENUES & EXPENDITURES		(1,471.95)	(12,157.45)	18,453.00	30,610.45

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	2023-24 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 3 - GENERAL ROAD FUND					
Revenues					
Dept 0					
3-0-400.00	PROPERTY TAX	3,891.01	240,878.02	700,030.61	459,152.59
3-0-402.00	PERS PROP REPLACEMENT TAX	0.00	0.00	0.00	0.00
3-0-404.00	INTEREST INCOME	6,918.45	10,897.16	1,000.00	(9,897.16)
3-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	947,071.00	947,071.00
3-0-410.00	MISCELLANEOUS INCOME	0.00	29,191.50	5,000.00	(24,191.50)
3-0-410.01	HWY.ENT.INCOME/BUS REPAIRS	150.97	193.38	0.00	(193.38)
3-0-410.02	HWY.ENT.INCOME/VILL.DEER PARK	0.00	19,624.00	170,000.00	150,376.00
3-0-410.03	HWY.ENT.INCOME/VILL.LONG GROVE	12,343.50	30,107.75	50,000.00	19,892.25
3-0-410.04	HWY.ENT.INCOME/VILL. NORTH BARRINGTON	5,785.50	38,167.69	20,000.00	(18,167.69)
3-0-410.05	HWY.ENT.INCOME/VILL.KILDEER	6,040.25	22,621.28	45,000.00	22,378.72
3-0-418.00	TRANSFERS IN	0.00	0.00	0.00	0.00
Total Dept 0		35,129.68	391,680.78	1,938,101.61	1,546,420.83
TOTAL REVENUES		35,129.68	391,680.78	1,938,101.61	1,546,420.83
Expenditures					
Dept 1 - ADMINISTRATIVE DIVISION					
3-1-500.00	SALARIES	9,600.78	52,096.33	131,250.00	79,153.67
3-1-509.00	HEALTH BENEFITS	3,036.13	14,955.36	44,000.00	29,044.64
3-1-510.00	HRA	0.00	0.00	5,000.00	5,000.00
3-1-511.00	SOCIAL SECURITY TAX	691.16	3,747.23	9,850.00	6,102.77
3-1-512.00	IMRF	285.14	1,547.25	4,000.00	2,452.75
3-1-513.00	UNEMPLOYMENT COMPENSATION	0.00	331.77	750.00	418.23
3-1-528.00	INSURANCE	0.00	26,890.00	30,000.00	3,110.00
3-1-532.00	TELEPHONE/INTERNET	114.02	2,745.57	8,500.00	5,754.43
3-1-536.00	TRAVEL EXPENSE	0.00	0.00	3,000.00	3,000.00
3-1-537.00	EDUCATION	(403.86)	538.42	3,000.00	2,461.58
3-1-540.00	PRINTING	0.00	0.00	500.00	500.00
3-1-544.00	PROFESSIONAL SERVICES	0.00	0.00	1,000.00	1,000.00
3-1-546.00	DUES/FEES	61.35	122.70	2,000.00	1,877.30
3-1-548.00	PUBLIC NOTICES	0.00	0.00	500.00	500.00
3-1-558.00	OFFICE SUPPLIES	93.26	1,103.66	2,500.00	1,396.34
3-1-559.00	OFFICE EQUIPMENT	124.00	1,691.49	3,500.00	1,808.51
3-1-565.00	INFORMATION TECHNOLOGY	0.00	1,733.91	6,000.00	4,266.09
Total Dept 1 - ADMINISTRATIVE DIVISION		13,601.98	107,503.69	255,350.00	147,846.31
Dept 4 - MAINTENANCE DIVISION					
3-4-520.00	BUILDING MAINTENANCE	1,667.79	1,877.79	130,000.00	128,122.21
3-4-533.00	ENGINEERING SERVICES	0.00	93.20	3,000.00	2,906.80
3-4-534.00	UTILITIES	753.08	3,405.53	8,500.00	5,094.47
3-4-535.00	RENTALS	0.00	0.00	2,000.00	2,000.00
3-4-562.00	OPERATING SUPPLIES	0.00	0.00	4,000.00	4,000.00
3-4-563.00	VEHICLE/HEAVY EQUIPMENT	1,882.92	3,590.70	160,000.00	156,409.30
3-4-564.00	SMALL TOOLS	114.92	255.86	4,000.00	3,744.14
3-4-567.00	EQUIPMENT MAINTENANCE	6,599.32	19,165.80	30,000.00	10,834.20
3-4-569.00	VEHICLE MAINTENANCE	586.92	6,102.52	45,000.00	38,897.48
3-4-575.00	GARBAGE SERVICE	0.00	0.00	500.00	500.00
3-4-577.00	VILLAGE MATERIALS	706.34	7,622.23	40,000.00	32,377.77
3-4-580.00	PAVING	0.00	3,148.00	500,000.00	496,852.00
3-4-599.00	CONTINGENCIES	0.00	0.00	10,000.00	10,000.00
3-4-600.00	CAPITAL IMPROVEMENTS	0.00	0.00	675,000.00	675,000.00
Total Dept 4 - MAINTENANCE DIVISION		12,311.29	45,261.63	1,612,000.00	1,566,738.37
TOTAL EXPENDITURES		25,913.27	152,765.32	1,867,350.00	1,714,584.68
Fund 3 - GENERAL ROAD FUND:					
TOTAL REVENUES		35,129.68	391,680.78	1,938,101.61	1,546,420.83
TOTAL EXPENDITURES		25,913.27	152,765.32	1,867,350.00	1,714,584.68
NET OF REVENUES & EXPENDITURES		9,216.41	238,915.46	70,751.61	(168,163.85)

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	2023-24 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 4 - PERMANENT ROAD FUND					
Revenues					
Dept 0					
4-0-400.00	PROPERTY TAX	6,005.75	365,126.86	700,004.24	334,877.38
4-0-404.00	INTEREST INCOME	5,797.59	14,174.14	4,000.00	(10,174.14)
4-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	1,398,233.00	1,398,233.00
4-0-410.00	MISCELLANEOUS INCOME	0.00	0.00	50,000.00	50,000.00
4-0-410.01	MFT FUND	0.00	57,652.18	45,000.00	(12,652.18)
4-0-410.02	ROAD BONDS	0.00	3,450.00	500.00	(2,950.00)
Total Dept 0		11,803.34	440,403.18	2,197,737.24	1,757,334.06
TOTAL REVENUES		11,803.34	440,403.18	2,197,737.24	1,757,334.06
Expenditures					
Dept 0					
4-0-500.00	SALARIES	34,095.86	182,675.94	485,000.00	302,324.06
4-0-509.00	HEALTH BENEFITS	6,614.13	32,579.84	95,000.00	62,420.16
4-0-510.00	HRA	0.00	(576.90)	6,500.00	7,076.90
4-0-511.00	SOCIAL SECURITY TAX	2,527.37	13,530.03	37,000.00	23,469.97
4-0-512.00	IMRF	1,012.65	5,430.28	14,378.00	8,947.72
4-0-513.00	UNEMPLOYMENT COMPENSATION	0.00	1,333.52	4,500.00	3,166.48
4-0-515.00	UNIFORMS/TESTING	0.00	1,070.60	8,000.00	6,929.40
4-0-535.00	RENTALS	0.00	0.00	500.00	500.00
4-0-561.00	FUEL/OIL	346.73	9,460.52	40,000.00	30,539.48
4-0-562.00	OPERATING SUPPLIES	226.85	2,780.63	8,500.00	5,719.37
4-0-563.00	VEHICLE/HEAVY EQUIPMENT	0.00	0.00	10,000.00	10,000.00
4-0-570.00	ROAD SIGNS/JULIE	0.00	90.00	4,000.00	3,910.00
4-0-575.00	GARBAGE SERVICE	0.00	0.00	500.00	500.00
4-0-580.00	PAVING	0.00	0.00	20,000.00	20,000.00
4-0-582.00	STORM WATER	2,120.38	23,310.46	250,000.00	226,689.54
4-0-584.00	STREET LIGHTS	892.10	4,411.08	15,000.00	10,588.92
4-0-586.00	ROAD SALT AND LIQUID DE-ICER	0.00	0.00	75,000.00	75,000.00
4-0-587.00	ROAD SUPPLIES & TREE REMOVAL	0.00	4,800.00	15,000.00	10,200.00
4-0-599.00	CONTINGENCIES	0.00	0.00	10,000.00	10,000.00
4-0-600.00	CAPITAL IMPROVEMENTS	0.00	0.00	350,000.00	350,000.00
Total Dept 0		47,836.07	280,896.00	1,448,878.00	1,167,982.00
TOTAL EXPENDITURES		47,836.07	280,896.00	1,448,878.00	1,167,982.00
Fund 4 - PERMANENT ROAD FUND:					
TOTAL REVENUES		11,803.34	440,403.18	2,197,737.24	1,757,334.06
TOTAL EXPENDITURES		47,836.07	280,896.00	1,448,878.00	1,167,982.00
NET OF REVENUES & EXPENDITURES		(36,032.73)	159,507.18	748,859.24	589,352.06

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	2023-24 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 5 - PARK MAINTENANCE FUND					
Revenues					
Dept 0					
5-0-400.00	PROPERTY TAX	4,560.98	279,153.14	527,369.75	248,216.61
5-0-404.00	INTEREST INCOME	1,429.53	2,165.14	500.00	(1,665.14)
5-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	273,330.00	273,330.00
5-0-410.00	MISCELLANEOUS INCOME	0.00	0.00	5,000.00	5,000.00
5-0-410.01	KNIGGE PARK - STUDENT PARKING LOT REV	15,750.00	15,750.00	15,000.00	(750.00)
5-0-410.02	YOUTH SPORTS - PARK REV	0.00	2,450.00	4,500.00	2,050.00
5-0-418.00	TRANSFERS IN	0.00	0.00	0.00	0.00
Total Dept 0		21,740.51	299,518.28	825,699.75	526,181.47
TOTAL REVENUES		21,740.51	299,518.28	825,699.75	526,181.47
Expenditures					
Dept 0					
5-0-500.00	SALARIES	9,745.20	42,763.00	89,000.00	46,237.00
5-0-509.00	HEALTH BENEFITS	590.09	2,906.66	9,000.00	6,093.34
5-0-510.00	HRA	0.00	(430.00)	1,650.00	2,080.00
5-0-511.00	SOCIAL SECURITY TAX	738.80	3,234.51	7,000.00	3,765.49
5-0-512.00	IMRF	106.78	578.80	2,600.00	2,021.20
5-0-513.00	UNEMPLOYMENT COMPENSATION	0.00	165.89	1,000.00	834.11
5-0-520.00	BUILDING MAINTENANCE	353.01	606.99	10,000.00	9,393.01
5-0-521.00	PARK MAINTENANCE	1,229.65	15,123.79	42,000.00	26,876.21
5-0-534.00	UTILITIES	350.84	1,409.58	6,000.00	4,590.42
5-0-544.00	PROFESSIONAL SERVICES	0.00	0.00	3,000.00	3,000.00
5-0-555.00	SCHOLARSHIPS/KNIGGE PARKING MAINTENANCE	12,041.42	12,134.92	15,000.00	2,865.08
5-0-561.00	FUEL/OIL	1,229.07	3,386.77	6,000.00	2,613.23
5-0-562.00	LANDSCAPING SUPPLIES	0.00	0.00	20,000.00	20,000.00
5-0-563.00	PARK EQUIPMENT	348.45	961.61	90,000.00	89,038.39
5-0-564.00	SMALL TOOLS	12.74	302.20	2,000.00	1,697.80
5-0-568.00	MISCELLANEOUS	0.00	0.00	1,000.00	1,000.00
5-0-574.00	ELA HISTORIC-PROJECTS/MAINT	614.61	2,329.06	25,000.00	22,670.94
5-0-596.00	MOSQUITO ABATEMENT PLAN	8,739.25	34,957.00	38,000.00	3,043.00
5-0-600.00	CAPITAL IMPROVEMENTS	1,213.00	20,563.69	258,800.00	238,236.31
Total Dept 0		37,312.91	140,994.47	627,050.00	486,055.53
TOTAL EXPENDITURES		37,312.91	140,994.47	627,050.00	486,055.53
Fund 5 - PARK MAINTENANCE FUND:					
TOTAL REVENUES		21,740.51	299,518.28	825,699.75	526,181.47
TOTAL EXPENDITURES		37,312.91	140,994.47	627,050.00	486,055.53
NET OF REVENUES & EXPENDITURES		(15,572.40)	158,523.81	198,649.75	40,125.94

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2023 INCREASE (DECREASE)	YTD BALANCE 08/31/2023 NORMAL (ABNORMAL)	2023-24 ORIGINAL BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 6 - CEMETERY MAINTENANCE FUND					
Revenues					
Dept 0					
6-0-400.00	PROPERTY TAX	1.44	(0.62)	0.00	0.62
6-0-404.00	INTEREST INCOME	1,669.72	2,823.68	500.00	(2,323.68)
6-0-407.00	PROJ'D BEGINNING BALANCE	0.00	0.00	232,953.00	232,953.00
6-0-409.00	DONATIONS	0.00	0.00	0.00	0.00
6-0-410.00	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00
6-0-410.01	FAIRFIELD CEMETERY REVENUE	600.00	2,000.00	2,000.00	0.00
6-0-410.02	LAKE ZURICH CEMETERY REVENUE	1,275.00	10,225.00	10,000.00	(225.00)
Total Dept 0		3,546.16	15,048.06	245,453.00	230,404.94
TOTAL REVENUES		3,546.16	15,048.06	245,453.00	230,404.94
Expenditures					
Dept 0					
6-0-500.00	SALARIES	0.00	160.68	10,000.00	9,839.32
6-0-508.00	CEMETERY BOARD	0.00	0.00	1,500.00	1,500.00
6-0-509.00	HEALTH BENEFITS	0.00	0.00	0.00	0.00
6-0-511.00	SOCIAL SECURITY TAX	0.00	11.59	400.00	388.41
6-0-512.00	IMRF	0.00	0.00	0.00	0.00
6-0-513.00	UNEMPLOYMENT COMPENSATION	0.00	2.40	200.00	197.60
6-0-521.00	CEMETERY MAINTENANCE	3,445.00	10,828.02	20,000.00	9,171.98
6-0-522.00	BURIAL EXPENSES	0.00	850.00	8,000.00	7,150.00
6-0-523.00	CREM SCATTER GARDEN	0.00	4,465.00	5,000.00	535.00
6-0-532.00	TELEPHONE/INTERNET	0.00	0.00	250.00	250.00
6-0-536.00	TRAVEL EXPENSE	0.00	0.00	200.00	200.00
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	0.00	2,000.00	2,000.00
6-0-565.00	INFORMATION TECHNOLOGY	0.00	108.00	6,000.00	5,892.00
6-0-568.00	MISCELLANEOUS	0.00	73.45	3,000.00	2,926.55
6-0-600.00	CAPITAL IMPROVEMENTS	0.00	0.00	100,000.00	100,000.00
Total Dept 0		3,445.00	16,499.14	158,750.00	142,250.86
TOTAL EXPENDITURES		3,445.00	16,499.14	158,750.00	142,250.86
Fund 6 - CEMETERY MAINTENANCE FUND:					
TOTAL REVENUES		3,546.16	15,048.06	245,453.00	230,404.94
TOTAL EXPENDITURES		3,445.00	16,499.14	158,750.00	142,250.86
NET OF REVENUES & EXPENDITURES		101.16	(1,451.08)	86,703.00	88,154.08
TOTAL REVENUES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS		153,094.80	2,381,032.73	10,690,449.33	8,309,416.60
NET OF REVENUES & EXPENDITURES		294,651.00	1,646,294.38	7,788,098.00	6,141,803.62
NET OF REVENUES & EXPENDITURES		(141,556.20)	734,738.35	2,902,351.33	2,167,612.98

Payroll Check Register Report For Ela Township
For Check Dates 08/08/2023 to 09/11/2023

Name	Check Net
AXA EQUITABLE-EQUI VEST	657.63
EFTPS	53,895.47
ILL DEPT OF REVENUE	10,308.39
ILLINOIS MUNICIPAL	18,159.63
WISCONSIN DEPT OF REVENUE	282.72
EMPLOYEE PAYROLL	173,453.90
Total Payroll	256,757.74

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Date: September 11, 2023
To: Township Supervisor and Board of Trustees
From: Al Zielinski, Assessor
Subject: **Board Report – August 2023**

The Assessor's office is focused on accurately and appropriately responding to the 2023 Lake County Board of Review appeals.

As of the morning of 9/11/23, a total of 362 appeals have been filed of which our office has filed responses for 161.

Our office also received 11 PTAB cases requiring responses by their due date of 9/28/23. As of this morning, one response has been filed.



Date: September 8, 2023
 To: Township Supervisor and Board of Trustees
 From: Jessica P. Case, Bus Liaison
 Subject: **Board Report – August 2023**

<u>BUS SERVICE</u>	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
Ridership (One Way) - Ela	246	326				
Ridership (One Way) - Wauconda	44	40				
Total Number of Rides	290	366				
Revenue Miles - Ela	1322	1715				
Revenue Miles - LC	510	541				
Total Miles	1832	2256				
Revenue Hours - Ela	149.5	185.25				
Revenue Hours - LC	30	31.75				
Total Hours	179.5	217				
Days in Service - Ela	20	23				
Days in Service - LC	12	12				
Fuel Usage (gallons)	354.2	474.4				
Lift Usage	113	147				



Date: September 8th, 2023

To: Township Supervisor and Board of Trustees

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

Subject: Board Reports – August 2023

Clients and Groups:

Health & Wellness received 20 referrals in August. Of the 20 referrals, 10 requested therapy services, 6 were seeking consultations, and 4 case management requests. We have recently seen a decline in EA/GA requests and an increase in referrals from the police departments. We continue Wellness Wednesday where we educate the public about current trends such as mental wellness, coping strategies, and current youth trends.

The Lending Closet helped 54 families with medical equipment. We are open for donations; however, ask people to call before donating. We welcome donations of ramps at any time due to their high demand.

The Care Giver Support Group runs the last Tuesday of each month from 3-4:30pm at Ela Town Hall. Residents are encouraged to reach out to Betsy Innocenti, LSW for more information.

Charity Knit continues to hold in-person groups the second and fourth Mondays of the month. In June, Charity Knit donated 387 items to local organizations that include Good Shephard Hospital Rainbow Project, Good Shephard Hospital, United Way of Lake County, Gigi's Playhouse, NW Community Hospital, and The Moorings Nursing Home. Please consider donating yarn and fabric to this great cause. Health & Wellness is accepting donations on behalf of Charity Knit.

Community Events:

The Director had meetings with Liberty Lakes, LZPD, and collaborated with Kildeer PD and Thorntons to provide food for residents in need. The department is working with local organizations and restaurants to prepare for the upcoming holidays. Health & Wellness will be creating a holiday giving tree for local children and working to make sure everyone has food for the holidays. If you know of any residents that could use assistance this holiday, please reach out to us! The department has collaborated with the local schools to ensure the wellness of all students.

Goals:

Health & Wellness continues to form relationships with Ela Township organizations and will continue to identify additional support services for our residents. The Director will continue to identify additional training for staff. Health & Wellness continues to offer telehealth sessions, virtual meetings, and in-person sessions.

Date: 9/5/2023
To: Township Supervisor and Board of Trustees
From: Mike DePouw, Highway Superintendent
Subject: **Board Report – September 2023**

Highway Department Update:

- **Road Resurfacing Update:** On August 23rd Mike DePouw attended a pre-construction meeting for our 2023 road re-surfacing project. Peter Baker & Son has the week of September 5th as the starting date with the roads in Ela Township and the Village of Kildeer being completed before they start in Long Grove. The project manager Rusty Welch from Peter Baker & Sons has stated that all work in Ela Township will be completed by the end of October at the latest. Saharah Witte from Gewalt Hamilton will be the onsite engineer for this project.
- **Park-Valley Storm Sewer Project:** Darren Monico from Gewalt Hamilton and Mike DePouw will be meeting with the engineering company Baxter & Woodman who has been retained to assist LCSMC (Lake County Stormwater Management Commission) in coordinating with local sponsors to determine project readiness in order to accelerate implementation when funding is received from the State of Illinois. SMC is interested in the status of grant budgets, land rights/easements, engineering permitting/utility needs and project timeline.

Income from the Villages:

- Total income for August from Village Contracts \$26,377.79
- Village of Deer Park – 14 tickets preformed
 - Labor charges \$3,240.00
 - Material charges \$181.76
 - Equipment charges \$1,402.00
 - Totaling \$4,823.76
- Village of Kildeer – 27 work tickets preformed
 - Labor charges \$4,380.00
 - Material charges \$1,705.03
 - Equipment charges \$3,008.00
 - Totaling \$9,093.03
- Village of Long Grove – 22 work tickets preformed
 - Labor charges \$3,090.00
 - Material charges \$356.50
 - Equipment charges \$1,856.50
 - Totaling \$5,303.00
- Village of North Barrington – 27 work ticket preformed
 - Labor charges \$3,930.00
 - Material charges \$995.50
 - Equipment charges \$2,232.50
 - Totaling \$7,158.00

Labor hours performed throughout Ela Township –552.50 work hours performed

- Assessor – 0 work tickets equaling 0 hours
- Buses – 4 work tickets equaling 7 hours
- Cemetery – 9 work tickets equaling 30 hours
- Community Center – 18 work tickets equaling 120 hours
- Health & Wellness – 0 work tickets equaling 0 hours
- Highway Department (unincorporated) – 109 work tickets equaling 244 hours
- Historical – 1 work ticket equaling 1 hour
- Parks – 34 work tickets equaling 136 hours
- Town Hall – 7 work tickets equaling 14.5 hours



Date: August 28, 2023
To: Township Supervisor and Board of Trustees
From: Jim Dalbec, Assistant Community Programs Director
Subject: **Board Report – August 2023**

Programming:

August was crazy between the construction going on outside in the back parking lot, the heat, and all the programs and activities we offered. We had a Day Trip to the Wisconsin State Fair at the beginning of the month and later that week had a Men's Trip to the Sycamore Steam Tractor Show in Sycamore, IL. We had gone there several years ago and decided to try it again with 9 guys signing up. We closed that week out with a very ambitious new Friday Night event that we called a Wisconsin Super Club. We completely transformed the Community Center by hanging lights and displaying a fireplace on our projector. We treated the center like a restaurant and had a waiting area before guests were seated, offering them drinks as they entered the building. We had so many positive comments afterward that it appears we will be offering this event every year. I can't remember another event getting such rave reviews aside from our Wine Pairing Dinner and Jingle Ball. We brought in around \$6900 for the month in programming revenue.

Meals:

For lunches we brought in just around \$630 for the month. We haven't had to cancel many lunches on Tuesdays or Thursdays due to low enrollment, so it seems that people are wanting to eat lunch in person again. We have our regulars that sign up and some new people are adding on here and there. It seems we made the right call by only offering it on those two days, and it takes some of the pressure off of Susan, Jill, and the rest of the staff with no lunch being offered on Mondays.

Upcoming Events/Programming:

We just completed our Newsletter for October, November, December that goes out to the entire township and sent it to the printer last week. Susan is on a 12-day Long Distance Trip to Alaska with almost 30 Seniors accompanying her, so things are very quiet at the Community Center (until the After School kids arrive). Our current Day Trip and Event Specialist, Barb Orchard, decided not to leave us after all and instead will focus less on trips and more on in-person programs and activities. Jill Barnes will take on more concerning Day Trips moving forward and staff will all help to fill in when needed as everyone adjusts to the different roles and responsibilities. The next major event will be our Community Center Celebration on Sunday, September 17. We have received \$650 in donations from a few different facilities, so that will go to good use with the entertainment and rented items for the day. We welcome anyone that would like to stop by between 1-4pm.

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



Date: September 6, 2023
To: Township Supervisor and Board of Trustees
From: Joe Cacciatore, Youth Coordinator
Subject: **Youth Board Report – August**

Homework Club

Homework Club has officially started. We have 52 kids that are attending Homework Club. Homework Club's majority of participants are still within grades kindergarten through 2nd grade. We have some returning volunteers from last year, and NHS is helping us out again.

Summer Camp

Shooting Stars Summer Camp finished off the last two weeks of summer camp. Even with the last week of camp being a short week, we still had numbers in the 40s for participants. We had a lot of great feedback from parents and do expect to see a lot of them returning for next summer!

SafeSitter

The first SafeSitter program of the year ran on Sunday, August 27. The SafeSitter class had 12 participants total. The class is about 5.5 hours long and ran from 10:00am. – 3:30pm. The next SafeSitter class is scheduled on November 6.

Staffing

Our Summer Camp Counselors are now off to college. We will have them back when they are home on breaks. We have hired 4 new staff for Homework Club already and are looking to get one more for the Homework Club Counselor position.

Thank you again for your continued support,

Joseph Cacciatore
Youth Coordinator

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ELA TOWNSHIP
LAKE COUNTY, ILLINOIS

ORDINANCE NO. 2023-03

**AN ORDINANCE REPEALING ORDINANCE NO. 2023-02
“AN ORDINANCE ESTABLISHING STANDING COMMITTEES”**

**GLORIA M. PALMBLAD, SUPERVISOR
LUCY PROUTY, TOWNSHIP CLERK**

**TOWNSHIP TRUSTEES
LAWRENCE BOWMAN
DOUG SAMZ
TOSI UFODIKE
LAURIE WILHOIT**

ORDINANCE NO. 2023-03

WHEREAS, Ela Township is an Illinois public body operating under the laws of the State of Illinois; and

WHEREAS, the Township previously adopted Ordinance No. 2023-02, entitled, “An Ordinance Establishing Standing Committees,” and

WHEREAS, the Township Board has determined that it is in the best interests of Ela Township to repeal Ordinance No. 2023-02 “An Ordinance Establishing Standing Committees.”

NOW, THEREFORE, BE IT ORDAINED by the Supervisor and Trustees of Ela Township, Lake County, Illinois, as follows:

Section 1. REPEAL

Ordinance 2023-02 “An Ordinance Establishing Standing Committees,” is hereby repealed.

Section 2. EFFECTIVE DATE.

This Ordinance will be in full force and effect upon passage, approval and publication in pamphlet form in the manner provided by law.

ADOPTED pursuant to a roll call vote as follows this ____ day of September, 2023.

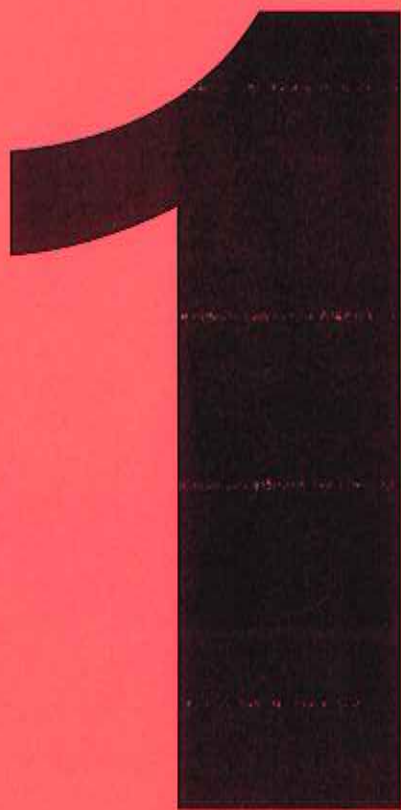
	Aye	Nay	Abstain	Absent
Lawrence Bowman				
Doug Samz				
Tosi Ufodike				
Lauri Wilhoit				
Gloria Palmblad, Supervisor				

APPROVED by Township Supervisor this ____ day of September, 2023.

Gloria Palmblad, Township Supervisor

ATTEST:

Lucy Prouty, Township Clerk



ELA TOWNSHIP
Lake County, Illinois

ORDINANCE NUMBER: 2023-04

**AN ORDINANCE ADOPTING
ADMINISTRATIVE PROCEDURES
FOR COMPLIANCE WITH
THE ILLINOIS FREEDOM OF INFORMATION ACT (FOIA)**

GLORIA M. PALMBLAD, Supervisor
LUCY A. PROUTY, Township Clerk

TRUSTEES:
LAWRENCE BOWMAN
DOUG SAMZ
TOSI UFODIKE
LAURIE WILHOIT

**ELA TOWNSHIP ADMINISTRATIVE
PROCEDURES
FOR COMPLIANCE WITH
THE ILLINOIS FREEDOM OF INFORMATION ACT
(FOIA)**

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**ELA TOWNSHIP ADMINISTRATIVE
PROCEDURES
FOR COMPLIANCE WITH
THE ILLINOIS FREEDOM OF INFORMATION ACT
(FOIA)**

SECTION 1. DEFINITIONS

A. Business Day

A regular day of the week (Monday through Friday) when public offices are open. Saturdays, Sundays, and State/Federal holidays are not business days and are not counted in calculating time periods for response. Time periods for responses under FOIA are calculated in business days.

B. Commercial Purpose

The use of any part of a public record or information derived from public records for sale, resale, solicitation, or advertisement for sales or services.

Requests made by news media and non-profit, scientific, or academic organizations are not "made for a commercial purpose" when the principal purpose of the request is: 1) to access or disseminate information concerning news and current events, 2) for opinion or feature articles of public interest, or 3) for scientific, academic, or public research or education.

C. Copying

The reproduction of any public record by means of any photographic, electronic, mechanical or other process, device or means now known or hereafter developed and available to the public body.

D. Exemptions

Provisions of FOIA which allow a public body not to make certain categories of information available for inspection and copying.

1. General Exemptions

IL FOIA Section 7(1) provides 24 exemptions relating to general categories of information which may be withheld from disclosure, such as information specifically prohibited from disclosure by law, statutorily defined "private information," and minutes of closed meetings of the public body's governing board which have not been approved for release to the public.

2. Exemptions Related to Other Statutes

IL FOIA Section 7.5 provides 14 exemptions related to enumerated Illinois statutes. For example, disclosures prohibited by the Personnel Records Review Act is statutorily exempt by FOIA Section 7.5.

IL FOIA exemptions of primary relevance are listed in Appendix A to these Administrative Procedures.

E. Freedom of Information Act or "FOIA"

The Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.*, as amended.

F. Freedom of Information Officer

The official(s) or employee(s) formally designated by the Township to be primarily responsible to receive and to coordinate timely responses to FOIA requests.

G. Head of the Public Body

The Supervisor, Administrator, or other individual with primary executive and administrative authority for the Township.

H. News Media

Newspapers or other periodicals issued at regular intervals in print or electronic form, news services, radio stations, networks, community antenna television services, or individuals or corporations which make news in visual formats for public showing.

I. Person

Any individual, corporation, partnership, firm, organization or association which acts individually or as a group.

J. Public Access Counselor

The official in the Illinois Attorney General's office who is responsible to (among other functions) develop an electronic training curriculum for FOIA officers, review denials of FOIA requests, and issue binding and non-binding decisions and advisory opinions concerning compliance with FOIA and the Illinois Open Meetings Act.

K. Public Interest Purpose

A FOIA request is "in the public interest" if its principal purpose is to access and disseminate information regarding the health, safety and welfare or the legal rights of the general public, and not for the principal purpose of personal or commercial benefit.

L. Public Records

FOIA generally defines public records to include all records, reports, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information and other documentary materials pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of the public body.

FOIA specifically identifies the following as public records:

1. All records relating to the obligation, receipt, and use of public funds.
2. Certified payroll records submitted to a public body under Section 5(a)(2) of the Prevailing Wage Act (but contractors' employees' personal information must be redacted prior to disclosure).
3. Arrest reports and criminal history records.
4. Settlement agreements entered into by or on behalf of a public body, provided that information exempt from disclosure under FOIA Section 7 may be redacted.

5. Certain documents in the possession of government contractors. Specifically, the Act exempts records in the possession of a party with whom the public body has contracted to perform a governmental function on its behalf that directly relate to the governmental function, and are not otherwise exempt under FOIA. See FOIA Section 7(2).

M. Private Information

Unique identifiers, such as a person's social security number, driver's license number, employee identification number, biometric indicators, personal financial information, passwords, medical records, personal telephone numbers, and personal email addresses. Home address and personal license plates are also considered private information unless otherwise provided by law or when they are compiled without the possibility of being identified with any person.

N. Unduly Burdensome

A FOIA request may be considered unduly burdensome if:

1. It calls for all records falling within a category, there is no way to narrow the request, and the burden on the public body of responding outweighs the public interest in the information.
2. Repeated requests have been received from the same person for the same records that are unchanged or identical to records previously provided or properly denied under FOIA.

O. Unwarranted Invasion of Personal Privacy

The disclosure of information that is highly personal or objectionable to a reasonable person, and in which the subject's right to privacy outweighs any legitimate public interest in obtaining the information.

Information that bears on the public duties of public employees and officials is not considered an invasion of personal privacy.

SECTION 2. FOIA OFFICERS

A. Designation of FOIA Officers

The Township Manager and the Deputy Clerk are designated as the Township's Freedom of Information Act ("FOIA") Officers, who will be referred to as the "FOIA Officer" in these procedures. The term "FOIA Officer" shall also include the FOIA Officer's designees, as appropriate.

B. Responsibilities of FOIA Officer, Generally

1. Summary of duties

The FOIA Officer shall receive requests for records submitted by members of the public, shall ensure that the Township responds to records requests in a timely manner, and shall perform other responsibilities as delineated in these Administrative Procedures.

FOIA Forms 1 through 7 appended to these Administrative Procedures shall be used whenever possible to facilitate processing of requests for public records, and compliance with the FOIA.

2. Requests to inspect / copy records to be made in writing to FOIA Officer

The FOIA Officer shall require records requests to be made in writing, and shall encourage (but may not require) the requester to use *FOIA Form 3* for that purpose. Written requests may be submitted to the Township by personal delivery, email, postal mail, facsimile, or other available means.

Public records shall be made available for inspection or copying only during regular business hours at the Township's administrative office.

All requests for inspection and copying received by the Township shall immediately be forwarded to the FOIA Officer, who shall communicate with Township officers and employees as needed to ensure that any request for public records of the Township is routed in this manner.

3. Steps to document receipt and processing of records requests

On receiving a written request to inspect and/or copy public records, the FOIA Officer shall:

- a. Note the date on which the Township received the written request;
- b. Compute the date on which the period for response will expire and note that date on the written request;
- c. Maintain an electronic or paper copy of the request, including all documents submitted with the request;
- d. Create a file for the retention of the original request and a copy of the Township's response and of all written communications with the requester, as well as a record of all other communications related to the request.

4. Processing of records requests

The FOIA Officer shall process requests for public records of the Township in accordance with Sections 4 through 12 of these Administrative Procedures.

5. Completion of Illinois Attorney General's training course; annual training

Each FOIA Officer designated by the Township shall successfully complete an electronic training curriculum provided by the Illinois Attorney General's Public Access Counselor shall within 30 days of his or her appointment (or by July 1, 2010, in the case of the FOIA Officer appointed by the Township to serve effective on January 1, 2010), and shall successfully complete an annual training program.

The FOIA Officer shall maintain records documenting compliance with these training requirements.

SECTION 3. GENERAL NOTICES TO PUBLIC REQUIRED BY FOIA

The Township shall prominently display at the Township's administrative office, post on the Township website, make available for inspection and copying, and send through the mail if requested, each of the following:

A. Description of Township

This description shall consist of a brief description of the Township, including a short summary of its purpose, a block diagram giving its functional subdivisions, the total amount of its operating budget, the number and location of all of its separate offices, the approximate number of full and part-time employees, and the identification and membership of any advisory board, commission, or committee.

B. Types of public records maintained by the Township, including records that the Township will disclose immediately upon request.

See FOIA Form 1, which the FOIA Officer shall review and supplement as may be needed from time to time.

C. Description of procedure for submitting FOIA requests

In addition to briefly describing the procedure for making FOIA requests, this document should include a directory designating the FOIA Officer(s), the address to which requests for public records should be directed, and information about copying fees which may be charged. *See FOIA Form 2*.

The FOIA Officer shall be responsible to ensure that the Township is in compliance with the requirements of this Section 3.

SECTION 4. COPYING FEES; REQUESTS FOR FEE WAIVER OR REDUCTION

A. Copies and certification of records, generally

The Township shall charge 25 cents per page for black and white, standard-sized copies, except that no fees shall be charged for the first 50 pages. If the Township provides copies in color or in a size other than letter or legal, the Township shall charge its actual cost for reproducing the records. The calculation of actual cost shall not include the costs of any search for and review of the records or other personnel costs associated with reproducing the records.

B. Records in electronic format

When a person requests a copy of a record maintained in an electronic format, the Township shall furnish it in the electronic format specified by the requester, if feasible. If it is not feasible to furnish the public record in the specified electronic format, then the Township shall furnish the record in the format in which it is maintained by the Township, or in paper format at the option of the requester. The Township shall charge the requester the actual cost of purchasing the recording medium, whether USB, disc, or other medium.

Except where provided by the FOIA or other state statutes, fees applicable to copies of public records furnished in a paper format shall not be applicable to those records when furnished in an electronic format.

C. Requests for waiver or reduction of copying fees

The FOIA Officer shall determine, on a case-by-case basis, whether documents shall be furnished to a FOIA requester without charge or at a reduced charge, upon request, when it is in the public interest to do so and when the records request is not for the principal purpose of personal or commercial benefit. See Section 1 of these Administrative Procedures (definition of "Public Interest Purpose") and *FOIA Form 3*. In setting the amount of the waiver or fee reduction, the FOIA Officer may consider the amount of materials requested and the cost of copying them.

SECTION 5. TIME PERIODS FOR RESPONSE TO RECORDS REQUESTS

A. Generally: five business days to respond

Except as provided in Section 7 below (concerning requests for commercial purposes), the Township shall either comply with or deny a request for public records within five business days after its receipt of the request, unless the time for response is properly extended as described in Section 5.C. below. Any denial shall be in writing, specifying the responsive documents which are being withheld, the exemption(s) being asserted to support non-disclosure, and factual and legal basis for the denial.

FOIA Forms 4, 5 and 6 are designed to facilitate compliance with FOIA's requirements for responses to records requests, and may be used singly or in combination, as may be appropriate, to notify the requester of the Township's response.

An Appendix listing the exemptions of primary relevance provided for in the FOIA is included at the end of these Administrative Procedures. Consultation with legal counsel is recommended prior to asserting exemptions in the course of responding to a FOIA request.

Exemptions asserted under FOIA Section 7(1)(c) and / or FOIA Section 7(1)(f) shall be processed using *FOIA Form 6*, in consultation with legal counsel as may be appropriate, and shall be subject to the review process described in Section 12 of these Administrative Procedures.

B. Consequences of untimely response

1. The Township will be deemed to have denied a records request if, within five business days of receiving the request, it fails to do one or more of the following: comply with a written request, notify the requester that the Township is extending the time for response, and/or deny the request in writing.
2. If the Township fails to respond to a request within the requisite periods in this Section, but thereafter provides the requester with copies of the requested public records, the Township shall not impose copying fees for the records.
3. The Township shall not treat a records request as unduly burdensome, if it

fails to respond to the request within the time period required by the FOIA.

C. Extension of time for response

The Township may extend the time period for response by not more than five business days from the original due date, for one or more of the following reasons:

1. The requested records are stored in whole or in part at other locations than the office having charge of the requested records;
2. The request requires the collection of a substantial number of specified records;
3. The request has been made in categorical terms and requires an extensive search for the records responsive to it;
4. The requested records have not been located in the course of routine search and additional efforts are being made to locate them;
5. The requested records require examination and evaluation by personnel having the necessary competence and discretion to determine if they are exempt from disclosure under FOIA, or should be disclosed only with appropriate deletions;
6. The request for records cannot be complied with in five business days without unduly burdening or interfering with the operations of the Township;
7. The Township needs to consult with another public body or among two or more components of a public body having a substantial interest in the determination or in the subject matter of the request.

When additional time is required for any of the above reasons, the Township shall, within five business days after receipt of the request, notify the FOIA requester of the reasons for the extension and the date by which the response will be forthcoming. **See FOIA Form 7** which should be used to provide such notice.

Form 7 concludes with an (optional) invitation to the requester to consider consenting to a longer period for response, as allowed by FOIA, and asks the requester to contact the FOIA Officer if the requester is willing to agree to a longer period for response. *In any case in which agreement is reached regarding a longer period for response, the FOIA Officer shall promptly confirm such agreement to the requester in writing.*

SECTION 6. UNDULY BURDENSOME REQUESTS

The Township shall comply with requests which call for all records falling within a category, unless compliance would be unduly burdensome and there is no way to narrow the request. Before invoking this exemption, the Township shall allow the FOIA requester an opportunity to reduce the request to manageable proportions. ***See FOIA Form 7.***

If the Township responds to a categorical request by stating that compliance would unduly burden its operation, and the conditions described above are met, the Township shall do so in writing, specifying the reasons why it would be unduly burdensome and the extent to which compliance will so burden the operations of the Township. Such a response shall be treated as a denial of the request for information.

Repeated requests from the same person for the same records that are unchanged or identical to records previously provided or properly denied by the Township shall be deemed unduly burdensome.

SECTION 7. RECORDS REQUESTS FOR COMMERCIAL PURPOSES

A. Written confirmation of commercial purpose may be requested

All FOIA requests made for commercial purposes shall be submitted in writing on the Township's standard FOIA request form (*see FOIA Form 3*), and shall disclose that the request is being made for a commercial purpose. It is a violation of the FOIA for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose.

B. Time period of 21 days for response to commercial purposes requests

The Township shall respond to a request for records to be used for a commercial purpose within 21 business days after receipt, unless the requester agrees to a specified longer period for response. Any such agreement must be confirmed in writing.

C. Content of response

The response shall:

1. Provide an estimate of the time the Township will require to provide the requested records and an estimate of the fees to be charged, which the Township may require the person to pay in full before copying the requested documents;
2. Deny the request pursuant to one or more of the exemptions provided for in the FOIA (after consultation with legal counsel, as may be appropriate);
3. Notify the requester that the request is unduly burdensome and extend an opportunity to attempt to reduce the request to manageable proportions (*see FOIA Form 7*); and/or
4. Provide the records requested.

Unless the records are exempt from disclosure, the Township shall comply with a request within a reasonable period considering the size and complexity of the request, and giving priority to records requests made for non-commercial purposes. The time periods for compliance or denial of a request to inspect or copy records set out in these Administrative Procedures shall not apply to requests for records made for a commercial purpose.

SECTION 8. PRODUCING RECORDS WITH EXEMPT INFORMATION REDACTED

In consultation with legal counsel as may be appropriate, the Township shall redact from public records which it makes available for inspection or copying, all information that is exempt from disclosure under the FOIA, as amended. The Township's response shall identify the exemptions based on which the redacted information has been withheld.

SECTION 9. PROCEDURES FOR DENIAL OR PARTIAL DENIAL OF REQUEST

A. Denials, generally

When denying a request for public records in whole or part, the Township shall notify the requester in writing of the decision to deny the request; the reasons for the denial, including an explanation of the factual basis for the denial, exemptions invoked, and other legal authority for the denial. The notice shall also state the names and titles or positions of each person responsible for the denial.

Each notice of denial shall also inform the requester of the right to review by the Public Access Counselor and provide the address and phone number for the Public Access Counselor. Each notice of denial also shall inform such person of his right to judicial review under the FOIA. *See FOIA Form 5.*

B. Record of denials of FOIA requests

Copies of all notices of denial shall be retained by the Township, shall be open to the public, and shall be indexed according to the type of exemption asserted and, to the extent feasible, according to the types of records requested.

SECTION 10. REVIEW BY PUBLIC ACCESS COUNSELOR

A. Procedure on notice of a request for review by the PAC

On receiving notice of a request for review from the Illinois Attorney General's Public Access Counselor (PAC), the Township shall within seven business days provide copies of records requested by and shall otherwise fully cooperate with the PAC. The Township shall also answer the allegations of the request for review. The answer may take the form of a letter, brief, or memorandum. The Township may furnish affidavits or other records concerning any matter relative to the review.

B. Procedure on receipt of binding opinion from PAC

On receipt of a timely issued binding opinion from the Public Access Counselor concluding that a violation of the FOIA has occurred, the Township shall either take action immediately to comply with the directive of the opinion, or in the alternative file a complaint for administrative review of the opinion in the circuit court of either Cook or Sangamon County as specified in the FOIA.

The Township shall be immune from liability for any disclosure of records in compliance with an opinion of the Attorney General.

SECTION 11. TOWNSHIP'S RIGHT TO REQUEST OPINION FROM PAC

The FOIA Officer, at the Board's direction, may ask legal counsel to submit a written request to the Public Access Counselor for an advisory opinion on a matter relative to the inspection or release of public records. The written request shall contain sufficient accurate facts from which a determination can be made. If the Township obtains and relies in good faith on an advisory opinion of the Attorney General in responding to a request, it shall not be liable for penalties under the FOIA.

SECTION 12. ASSERTING "PRIVACY" AND "PRELIMINARY DRAFTS" EXEMPTIONS

A. Notice of intent to assert exemptions

If the Township intends to assert that certain records are exempt under Section 7(1)(c) (pertaining to records, disclosure of which would result in an unwarranted invasion of personal privacy) or 7(1)(f) of FOIA (pertaining to preliminary policy drafts), the Township shall within the time periods provided for responding to a request, provide written notice to the FOIA requester and to the Public Access Counselor of its intent to deny the request in whole or in part on such grounds.

B. Content of notice

The notice shall include:

1. A copy of the request for access to records;
2. A copy of the Township's proposed response; and
3. A detailed summary of the basis for asserting the exemption.

C. PAC determination as to whether further inquiry is warranted

If the PAC determines that further inquiry is warranted, based on the Township's assertions, the procedures set out in Section 10 above regarding the PAC's review of denials, including the production of documents, shall also apply to the inquiry and resolution of the Township's notice of intent to deny a request in whole or part based on FOIA Section 7(1)(c) or 7(1)(f).

The time within which the Township is required to respond to or comply with the FOIA request is tolled (stops running) during the PAC's review of whether the Township may assert the exemptions.

###

APPENDIX A: FOIA EXEMPTIONS OF PRIMARY RELEVANCE

FOIA expressly presumes that all records in the custody or possession of a public body are open to inspection and copying, and a public body which asserts a record is exempt from disclosure must prove the exemption by clear and convincing evidence.

FOIA requires that public records which contain exempt information must be available for inspection and copying, but permits the public body to redact the exempt information. The public body must identify the exemptions which permit the redactions.

Unless the applicability of a FOIA exemption or exemptions is clear, consultation with legal counsel is recommended when the Township contemplates denying a request in reliance on one or more FOIA exemptions.

FOIA exemptions are split into two categories: general exemptions and statutory exemptions.

A. General Exemptions

FOIA Section 7(1) provides 24 exemptions relating to general categories of information which may be withheld from disclosure.

General exemptions of primary importance to public entities include:

1. Section 7(1)(a) – Information specifically prohibited from disclosure by federal or state law, rules or regulations;
2. Section 7(1)(b) – “Private information,” as defined in FOIA Section 2(c-5) to include “unique identifiers” such as an individual’s:
 - a. Social security number.
 - b. Driver's license number
 - c. Employee identification number
 - d. Biometric identifiers
 - e. Personal financial information
 - f. Passwords or other access codes

- g. Medical records
 - h. Home or personal telephone numbers
 - i. Personal electronic mail addresses
 - j. Home addresses, except where provided by law
 - k. License plate numbers, except where provided by law
3. Section 7(1)(c) – Personal information contained in public records, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy, unless disclosure is consented to in writing by the individual subjects of the information.

Note: The disclosure of information that bears on the public duties of public officials shall not be considered an invasion of personal privacy.

4. Section 7(1)(d) – Records in the possession of any public body created in the course of administrative enforcement proceedings, subject to additional conditions set out in this section.
5. Section 7(1)(f) – Preliminary drafts, notes or memoranda in which opinions are expressed or policies/actions are formulated, except when a specific record is publicly cited and identified by the head of the public body.
6. Section 7(1)(g) – Trade secrets and commercial or financial information obtained from a person or business, when such information has been furnished to the public body under a claim that it is proprietary, privileged, or confidential and that disclosure of the information would cause competitive harm to the person or business.
7. Section 7(1)(h) – Proposals and bids for any contract, grant, or agreement, including information which if it were disclosed would frustrate procurement or give an advantage to any person proposing to enter into a contract or agreement with the body, until an award or final selection is made. Information prepared by or for the public body in preparation of a bid solicitation shall be exempt until an award or final selection is made.

8. Section 7(1)(i) – Valuable formulae, computer geographic systems, designs, drawings and research data obtained or produced by any public body when disclosure could reasonably be expected to produce private gain or public loss.
9. Section 7(1)(k) – Architects' plans, engineers' technical submissions, and other construction-related technical documents for projects without regard to whether such projects were constructed or developed with public funds, to the extent that disclosure would compromise security.
10. Section 7(1)(l) – Minutes of meetings of public bodies which are closed to the public under the Open Meetings Act until the public body makes the minutes available to the public under Section 2.06 of the Open Meetings Act.
11. Section 7(1)(m) – Communications between a public body and an attorney or auditor representing the public body that would not be subject to discovery in litigation, and materials prepared by or for the public body in anticipation of a criminal, civil, or administrative proceeding at the request of an attorney advising the public body, and materials prepared or compiled with respect to internal audits of public bodies.
12. Section 7(1)(n) – Records relating to the adjudication of employee grievances or disciplinary cases; however, this exemption does not extend to the final outcome of cases in which discipline is imposed.
13. Section 7(1)(o) – Administrative or technical information associated with automated data processing operations, including but not limited to software, operating protocols, computer program abstracts, file layouts, source listings, object modules, load modules, user guides, documentation pertaining to all logical and physical design of computerized systems, employee manuals, and any other information that, if disclosed, would jeopardize the security of the system or its data or the security of materials exempt under the Section.
14. Section 7(1)(p) – Records relating to collective negotiating matters between a public body and its employees, except that any final contract or agreement shall be subject to inspection and copying.
15. Section 7(1)(r) – The records, documents and information relating to real estate purchase negotiations until those negotiations have been completed or otherwise terminated. With regard to a parcel involved in a pending or actually and reasonably contemplated eminent domain proceeding under the Eminent

Domain Act, records, documents and information relating to that parcel shall be exempt except as may be allowed under discovery rules adopted by the Illinois Supreme Court. The records, documents and information relating to a real estate sale shall be exempt until a sale is consummated.

16. Section 7(1)(s) – Proprietary information and records related to the operation of an intergovernmental risk management association, self-insurance pool, or jointly self-administered health and accident cooperative pool.
17. Section 7(1)(v) – Vulnerability assessments, security measures, and response policies or plans that are designed to identify, prevent, or respond to potential attacks upon a community's population or systems, facilities, or installations, the destruction or contamination of which would constitute a clear and present danger to the health or safety of the community, but only to the extent that disclosure could reasonably be expected to jeopardize the effectiveness of the measures or the safety of the personnel who implement them or the public. Information exempt under this item may include such things as details pertaining to the mobilization or deployment of personnel or equipment, to the operation of communication systems or protocols, or to tactical operations.

APPENDIX B: MODEL FOIA FORMS

Index of Model Forms

FOIA Form 1 – Types of Public Records Maintained by the Township

FOIA Form 2 – Notice of Procedure for Requesting Records

FOIA Form 3 – Request to Inspect and/or Copy Records

FOIA Form 4 – Notice For Records Inspection and/or Copying

FOIA Form 5 – Notice of Denial or Partial Denial of Records Request

FOIA Form 6 – Notice of Intent to Deny Records Request Based on Certain Exemptions

FOIA Form 7 – Notice of Need for Additional Time to Respond to Records Request

TYPES OF PUBLIC RECORDS MAINTAINED BY THE TOWNSHIP*

The types of public records maintained by the Township and available for inspection include the following:

GENERAL

- Board meeting schedules*
- Board minutes and resolutions*
- Board policies and administrative procedures*
- Legal notices
- Employee names, titles, and dates of employment
- Official bonds
- Records of Township ownership of real or personal property
- Contracts
- Contractors' records of their employees on public works of the Township

FINANCIAL

- Annual budgets*
- Tax levies*
- Audit reports*
- Bills or invoices issued and received by Township
- Receipts for revenue

Note:

Exemptions under the Illinois Freedom of Information Act may allow non-disclosure of some parts of public records maintained by the Township.

* Asterisked items describe types of records which will be made available immediately upon request.

NOTICE OF PROCEDURE FOR REQUESTING RECORDS

Requests for public records must be in writing and may be submitted on FOIA Form 3, available at:

Ela Township

1155 E Route 22

Lake Zurich, IL 60047

Elatownship.org

Requests for records should be directed to:

Freedom of Information Officer

c/o Central Administrative Office

1155 E Route 22, Lake Zurich, IL 60047

847-438-7823

info@elatownship.org

No fees shall be charged for the first 50 pages of black and white, letter or legal sized copies requested. After the first 50 pages, the fee for black and white, letter or legal sized copies shall be 25¢ per page. Actual cost will be charged for other documents not of standard size and for the recording medium (e.g. USB, tape, DVD). The Township may waive or reduce fees if the person requesting the records states the specific purpose for the request and indicates that a waiver or reduction of fees is in the public interest.

REQUEST TO INSPECT AND/OR COPY RECORDS

Date: _____

To: Freedom of Information Officer

c/o Central Administrative Office

1155 E Route 22

Lake Zurich IL 60047

847-438-7823

info@elatownship.org

I hereby request to inspect copy* the following records:
(Please describe requested records as specifically as possible, attaching additional page if necessary.)

* There is no copying fee for the first 50 black and white standard-sized copies. The fee for additional copies is 25¢ per page. Actual cost will be charged for copies of documents not of standard size, and for the recording medium (e.g., compact disk, tape, DVD), when applicable.

Is this request for a commercial purpose? Yes No

Are you requesting a waiver or reduction of copying fees? Yes No

If yes, what is the purpose of this request? _____

Requester's (Printed) Name

Requester's Signature

[Address]

[Phone Number]

[E-mail Address]

DO NOT WRITE IN THIS SPACE

DATE RECEIVED BY TOWNSHIP

NOTICE FOR RECORDS INSPECTION AND/OR COPYING

Date: _____

To: [Requester] _____

[Address] _____

[Address] _____

This will confirm the Township's receipt on [date of receipt] of your request dated _____ to inspect and/or copy the record(s) described in that request.

The following record(s) responsive to your request are posted and may be reviewed on and downloaded from the Township's website at www.elatownship.org

:

The following additional record(s) responsive to your request may be inspected and/or copied during business hours at _____.

Please contact me to schedule your visit to inspect and/or copy the records, or if you have any questions.

[FOIA Officer Name] _____

[Freedom of Information Officer] _____

[c/o Central Administrative Office] _____

[Address] _____

[Phone Number] _____

[E-mail Address] _____

The name of the person responsible for the denial is [*Name and Title*].

You may ask the Illinois Attorney General's Public Access Counselor (PAC) to review this decision concerning your records request, by submitting a Request for Review to the PAC by electronic mail or U.S. Mail within 60 days after this denial or partial denial of your request. A Request for Review by the PAC should be directed to:

Public Access Bureau
Office of the Attorney General
500 S. 2nd Street
Springfield, Illinois 62706
publicaccess@atg.state.il.us

The PAC's telephone number is (217) 558-0486.

You also have the right to administrative review by a court of law pursuant to Section 11 of the Illinois Freedom of Information Act.

[*FOIA Officer Name*] _____

[*Freedom of Information Officer*] _____

[*c/o Central Administrative Office*] _____

[*Address*] _____

[*Phone Number*] _____

[*E-mail Address*] _____

Enclosure: Explanation of Factual Basis and Legal Authority for Denial

**NOTICE OF INTENT TO DENY RECORDS REQUEST
BASED ON CERTAIN STATUTORY EXEMPTIONS**

Date: _____

To: [Requester] _____

[Address] _____

[Address] _____

This will confirm receipt on [date of receipt] of your request dated _____ to inspect and/or copy the records described in that request.

Please be advised that the Township intends to deny your request as to certain of the responsive records involved, for the reason that they are exempt under from inspection and copying under one or both of the following sections of the Illinois Freedom of Information Act ("FOIA"):

Section 7(1)(c) – pertaining to records, the disclosure of which would result in an unwarranted invasion of personal privacy

Section 7(1)(f) – pertaining to preliminary policy drafts

The records involved are listed in the Detailed Summary of Basis for Asserting Exemption(s) which is enclosed with this Notice.

A copy of this Notice has been provided to the Illinois Attorney General's Public Access Counselor (PAC) as required by the FOIA. Within five (5) working days after receipt of this Notice, the PAC will notify you whether further inquiry is warranted. The time within which the Township is required to respond to your request is tolled (stops running) during the PAC's review of whether the Township may assert the exemption(s).

[FOIA Officer Name] _____

[Freedom of Information Officer] _____

[c/o Central Administrative Office] _____

[Address] _____

[Phone Number] _____

[E-mail Address] _____

Enclosure: Detailed Summary of Basis for Asserting Exemption(s)

NOTICE OF NEED FOR ADDITIONAL TIME TO RESPOND TO RECORDS REQUEST

Date: _____

To: [Requester] _____[Address] _____[Address] _____

This will confirm receipt on [date of receipt] of your request dated _____ to inspect and/or copy the record(s) described in that request.

Please be advised that the Township is extending the time period for response by an additional five business days from the original due date of [insert date which is five business days after date of receipt].

We are unable to comply with the request within five business days of receipt because:

- The requested record(s) are stored in whole or part in another location.
- A substantial number of records must be collected.
- The request has been made in categorical terms and an extensive search for records responsive to the request is required.
- The requested record(s) have not been located in the course of routine search and additional efforts are being made to locate them.
- The requested record(s) must be examined and evaluated by personnel having the necessary competence and discretion to determine if they are exempt from disclosure or should be disclosed only with appropriate deletions.
- The request for records is made in categorical terms and cannot be complied with in five business days without unduly burdening the operations of Ela Township. *The Township hereby extends an opportunity to you to reduce the request to manageable proportions. Please call the undersigned to discuss how we may work with you to accommodate your request.*
- The Ela Township needs to consult with another public body or among two or more components of a public body having a substantial interest in the subject matter of the request.

A response will be provided on [insert date which is 10 business days after date of receipt], unless you agree to allow the Ela Township to have until [insert preferred date of response] to respond, by contacting the undersigned at your earliest convenience. Your consent to this longer period for response would be appreciated.

[FOIA Officer Name]

Freedom of Information Officer

1155 E Route 22

Lake Zurich, IL

847-438-7823

info@elatownship.org

This ordinance will be in full force and effect upon passage, approval and publication in pamphlet form in the manner provided by law.

ADOPTED pursuant to a roll call vote as follows this _____ day of September, 2023.

	Aye	Nay	Abstain	Absent
Lawrence Bowman				
Doug Samz				
Tosi Ufodike				
Lauri Wilhoit				
Gloria Palmblad, Supervisor				

APPROVED by Township Supervisor this _____ day of September, 2023.

Gloria M. Palmblad, Township Supervisor

ATTEST:

Lucy A. Prouty, Township Clerk

1

2

Mike DePouw

From: Darren Monico <dmonico@gha-engineers.com>
Sent: Wednesday, August 30, 2023 10:03 AM
To: Mike DePouw
Subject: Patching prices
Attachments: 20230818094227625.pdf

Mike, it has been difficult to get three prices for the small amount of patching needed on Lakewood Drive. So far, the best price for 200 SY of 3" Class D patches has been Chicagoland for \$9,000. I attached their bid. Peter Baker just sent an email which is below that says it would be \$70/SY so that would be \$14,000. I have tried to get price from Geske, Peterson, Parisi, Pavement Solutions and Kaplan. Two have responded that they do not do prevailing wage work, two said they are too busy, and one has not been responsive since one email response. In looking at the prices we are seeing for patching lately, I would recommend discussing it with your finance department and seeing if they can go with the low bidder's price of \$9,000 from Chicagoland. As their office is just a few blocks from the work location, I do not think you will get a better price than that. If your finance department is ok with just two numbers, I would recommend awarding the contract to Chicagoland. Thank you,
Darren

Darren T. Monico, P.E.
Senior Engineer



An Employee Owned Company

625 Forest Edge Drive | Vernon Hills, IL 60061
Direct: (847) 821-6243 | Mobile (224) 254-0392
dmonico@gha-engineers.com
www.gha-engineers.com

From: Rusty Welch <Rusty@peterbaker.com>
Sent: Wednesday, August 30, 2023 9:33 AM
To: Darren Monico <dmonico@gha-engineers.com>
Subject: RE: Ela Township

Hey Darren,
Good morning, figure \$70.00/SY.
Thanks,
Rusty

From: Rusty Welch <Rusty@peterbaker.com>
Sent: Friday, August 25, 2023 1:12 PM
To: Darren Monico <dmonico@gha-engineers.com>
Subject: RE: Ela Township

CHICAGOLAND PAVING CONTRACTORS, INC.

225 TELSER ROAD
LAKE ZURICH, IL 60047
Phone - (847) 550-9681 - Fax (847) 550-9684
office@chicagolandpaving.com

#23-432

DATE	August 18, 2023	PROJECT INFORMATION
TO:	Gewalt Hamilton Associates	Job Name: 3" Patches
		Address:
Attn:	Darren Monico	Property Owner:
Phone:	224-254-0392	Eia Township
	dmonico@gha-engineers.com	

We hereby Propose to Furnish the Materials, Equipment, & Labor Necessary to:

Item:	Unit	Qty	Unit Price	Extended:
#1 Class D Patching 3"	SY	200	\$45.00	\$9,000.00

- Exclusions:**
- Restoration of turf.
- Removal/replacement of unsuitable sub-base.
- Permits, Bonds, Testing

Accepted by above


William Bowes

With your signature, you agree to pay the full amount of all invoicing within 30 days upon completion of the work.

****The work shown above will not be scheduled without a returned signature.****