



**VILLAGE OF WAUCONDA
REGULAR VILLAGE BOARD MEETING
101 N. MAIN STREET, WAUCONDA, IL**

**TUESDAY, FEBRUARY 16, 2016
7:00 P.M.**

AGENDA

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENT:** *Citizens wishing to address the Village Board on any topic of Village business may do so during the public comment section near the beginning of the agenda after requesting to speak by providing name, address, and contact information on the sign-in form near the entrance to the Board room. Citizens wishing to address the public body on any specific item that appears under new business on the agenda will have an opportunity to do so when that agenda item is under consideration if they have requested to address the Board on the topic by completing the sign-in form located near the entrance to the Board Room prior to the start of the meeting. Please keep remarks concise. Individual speakers will be limited to three minutes. All audience participation must be recognized by the Mayor including questions to other Board members, staff or petitioners. When there is a controversial issue or large group present, the Mayor may limit the total amount of time allocated to those who want to speak and all who speak are asked to comply with the established time limit.*
- 5. APPROVAL OF AGENDA**
(Last Ordinance No. was 2016-O-08) (Last Resolution No. was 2015-R-17)
- 6. MOTION TO APPROVE CONSIDERATION OF CONSENT AGENDA BY OMNIBUS VOTE**
- 7. CONSENT AGENDA**
 - A. Bills for Payment from January 27, 2016 through February 9, 2016 in the Amount of \$200,761.05 (Pgs. 3-33)
- 8. MOTION TO APPROVE ITEM A ON THE CONSENT AGENDA**
- 9. OLD BUSINESS**
 - A. Consideration and Approval of an Ordinance Adopting by Reference of the Lake County Watershed Development Ordinance (Pgs. 34-40)
 - B. Consideration and Approval of an Ordinance and Intergovernmental Agreement with the Lake County Health Department and Community Health Center for Animal Care and Control Program (Pgs. 41-48)
 - C. Consideration and Approval of an Ordinance Vacating Right-of-Way near the Entrance to Oak Grove Subdivision (Pgs. 49-54)
 - D. Consideration and Approval of an Ordinance and Dispatch Services Agreement between the Village of Lake Zurich and the Village of Wauconda (Pgs. 55-73)
- 10. NEW BUSINESS**
 - A. (Action) Discussion and Approval of a Policy for Special Events (Pgs. 74-83)

- B. (Action) Wauconda Cruise Night Committee Request for the Consideration and Approval of the Closure of Main Street on June 21st, July 19th, August 16th, and September 20th to Allow the Wauconda Cruise Nights for 2016 (Pgs. 84-85)
- C. (Action) Chamber of Commerce Farmer's Market Committee Request for the Consideration and Approval of the Closure of Main Street on Thursdays from 2:00 to 8:00 PM Beginning June 23rd and Ending September 8th for the 2016 Farmer's Market Series (Pgs. 86-103)
- D. (Discussion) Modification of the Reserve Policy for the General and Water/Sewer Funds to 25% of Operating Expenditures (Pg. 104)

11. MAYOR'S REPORT

12. COMMITTEE REPORTS & TRUSTEE COMMENTS

13. EXECUTIVE SESSION

- A. (5 ILCS 120, 2 C 2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

14. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION UPON RETURNING TO OPEN SESSION

15. ADJOURNMENT

Posted 2/12/2016

The Mayor and Board of Trustees welcome you to the "Regular Village Board Meeting". These meetings take place the first and third Tuesday of every month. During Regular Board meetings, a consent agenda is presented to the Board for a vote. All items under the consent agenda are considered to be settled and will be enacted by one motion. There will be no additional discussion of these items unless there is a request by a Board member.

The documents provided with the Board Meeting agenda are for informational purposes only. Until or unless the Village Board votes on a matter contained on the agenda, the matter is not final.



Accounts Payable Period: 1/27/16 - 2/9/16

The President and Board of Trustees of the Village of Wauconda approves Warrant, as stated below and authorizes the Village Treasurer to forward payment this 16th day of February, 2016.

President

ATTEST:

Clerk

RECAPITULATION

Manual Checks and ACH Payments

<u>Vendor</u>	<u>Fund</u>	<u>Description</u>	<u>Amount</u>	<u>CK NO.</u>
Libertyville Bank & Trust		<i>P.D.Cars 2013(5), Dump/Plow Truck</i>	-	ACH
	General Fund		411.37	
	G/F Restricted		3,090.51	
	W/S Fund		1,645.49	
	W/S Restricted			
Alliance Auto Sales	General Fund	<i>Vehicle Purchase</i>	\$14,429.27	84836
	General Fund			
	W/S Fund			
	General Fund			
	Tort Fund			
	General Fund			
	General Fund			

Total Combined Fund \$ 19,576.64

Village Accounts Payable

General Fund	\$113,406.15	General Fund Restricted	_____
Water Sewer Fund	\$58,504.56	Capitol Fund	_____
TIF	_____	EQ Fund	_____
Lake Michigan Water	\$9,128.07	Tort Fund	_____
Audit Fund	_____	Marine Fund	_____
Motor Fuel Fund	\$145.63		
Total Automated AP			\$181,184.41

TOTAL ACCOUNTS PAYABLE \$200,761.05

Gross Payroll 2/5/16 \$240,995.18

Accounts Payable

Checks by Date - Summary by Check Date

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Check No	Vendor No	Vendor Name	Check Date	Check Amount
84852	ACEHARD	Ace Hardware	02/16/2016	1,023.65
84853	AFLA	Aflac	02/16/2016	3,498.66
84854	AIMSUPPL	AIM Supply Co.	02/16/2016	325.30
84855	AMERLEGA	American Legal Publishing Corp.	02/16/2016	222.90
84856	AWDIRE	AW Direct	02/16/2016	74.08
84857	B&WCONTI	B & W Control Systems Integration	02/16/2016	4,893.01
84858	BERRYTIR	Berry Tire & Auto	02/16/2016	1,899.90
84859	BERRYMAN	Berryman Equipment Company	02/16/2016	5,260.00
84860	BUFFDUST	Buffington, Dustin	02/16/2016	38.38
84861	CACITELL	C. Acitelli Heating & Piping	02/16/2016	1,164.00
84862	CAHILLHE	Cahill Heating, Air, & Electric Service Inc,	02/16/2016	387.50
84863	CAMPBRO	Campbell, Rolf C. & Associates	02/16/2016	3,785.00
84864	Capone	Capital One Commercial	02/16/2016	325.12
84865	CARDMEMI	Cardmember Service	02/16/2016	4,418.03
84866	City Ele	City Electric Supply (C.E.S.)	02/16/2016	1,338.88
84867	CMRBENEF	CMR Benefits Group, Inc.	02/16/2016	4,185.00
84868	COMCAST1	Comcast Cable	02/16/2016	503.08
84869	COMED3	ComEd	02/16/2016	10,783.45
84870	COMEDPO	ComEd	02/16/2016	1,078.66
84871	CONSF SIN	Conserv FS, Inc	02/16/2016	1,604.07
84872	CONSECLU	Conservation Club of Kenosha County, Inc	02/16/2016	600.00
84873	COSTWHMI	Costco Wholesale Membership	02/16/2016	110.00
84874	DANIELSS	Daniels Sharpmart, Inc	02/16/2016	160.65
84875	DARLICAR	Carl Darling, Window Tinting	02/16/2016	500.00
84876	DIAMCORP	Diamond-Tuff Corporation	02/16/2016	600.00
84877	DOWEANFA	Don's Welding And Fabricating	02/16/2016	813.76
84878	DRIVELIC	Drivers License Guide Company	02/16/2016	606.25
84879	EMPDIFFC	Difference Card Employee Benefit Solutior	02/16/2016	669.80
84880	EVERB	EverBank Commercial Finance, Inc.	02/16/2016	866.74
84881	EVOQUA	Evoqua Water Technologies LLC	02/16/2016	120.00
84882	FJODCO	Foreman, Joseph D. & Company	02/16/2016	39.00
84883	FOXVFIRE	Fox Valley Fire & Safety	02/16/2016	175.55
84884	GALLS, L	GALLS, LLC	02/16/2016	157.87
84885	GOMPEDEB	Deborah Gompertz	02/16/2016	277.60
84886	GORDOFLE	Gordon Flesch Co., Inc.	02/16/2016	1,157.90
84887	GOVTEMPS	Gov Temps USA LLC	02/16/2016	3,255.00
84888	GRAIWIN	Grainger, W.W. Inc.	02/16/2016	166.51
84889	HIGHPRES	High Pressure Booster Systems	02/16/2016	10,195.00
84890	HISPWACO	Hinckley Spring Water Co.	02/16/2016	53.77
84891	HYSERE	Hydraulic Services & Repairs, Inc	02/16/2016	1,803.47
84892	HYDRCHCC	Hydrite Chemical Company	02/16/2016	4,524.43
84893	IMPACTNE	Impact Networking, LLC	02/16/2016	295.95
84894	INTEASOF	International Association of Chiefs of Polio	02/16/2016	150.00
84895	INTERBAT	Interstate All Battery Center	02/16/2016	134.37
84896	INTBATTE	Interstate Battery Systems of Fox River Val	02/16/2016	424.80
84897	INTERSBI	Interstate Billing Service, Inc	02/16/2016	21,489.88
84898	JOHNS	John's Complete Auto Service Inc.	02/16/2016	381.34

Check No	Vendor No	Vendor Name	Check Date	Check Amount
84899	JUMBOPOS	Jumbo Postcard	02/16/2016	340.00
84900	LECHNAND	Lechner and Sons Uniform Rental	02/16/2016	53.54
84901	GINSBURG	Levin Ginsburg	02/16/2016	213.00
84902	LEXISNEX	LexisNexis Risk & Information	02/16/2016	50.00
84903	MAPAIN	M & A Parts Inc.	02/16/2016	42.00
84904	MRUFLAOF	Magna, Rudolph F. Law Office Of	02/16/2016	15,949.50
84905	MASTEAUT	Master Auto Repair Klinik Inc.	02/16/2016	1,785.06
84906	MCCAININ	McCann Industries Inc.	02/16/2016	286.40
84907	MCHEANW,	McHenry Analytical Water	02/16/2016	430.00
84908	MENALAKI	Menards-Fox Lake	02/16/2016	1,115.85
84909	MAMWOFW	Mid American Water Of Wauconda	02/16/2016	9,701.00
84910	MIDWTGAS	Midwest Gas Instrument Service	02/16/2016	99.23
84911	MOBILLUB	Mobile Lube Express, Inc.	02/16/2016	739.24
84912	NICOR3	Nicor	02/16/2016	584.91
84913	NORTH	North Shore Community Bank	02/16/2016	95.00
84914	ORACOIN	O'Herron, Ray Co., Inc.	02/16/2016	167.35
84915	OREILLY	O'Reilly Auto Parts	02/16/2016	109.09
84916	OFFIDEPO	Office Depot	02/16/2016	2,004.76
84917	PADDPUI2	Paddock Publications Inc.	02/16/2016	85.00
84918	PARTNTEK	Partner Tek, Inc.	02/16/2016	299.00
84919	PCAPODE	Petty Cash - Police Department	02/16/2016	61.55
84920	POLYDYNE	Polydyne Inc.	02/16/2016	1,008.00
84921	PORTLEE	Porter Lee Corporation	02/16/2016	919.00
84922	QUILLCOM	Quill Corporation	02/16/2016	310.58
84923	RELADYNE	RelaDyne Reliability in Motion	02/16/2016	45.55
84924	RHMGENGI	RHMG Engineers, Inc	02/16/2016	6,662.13
84925	ROYAREFR	Royal Refrigeration, Inc.	02/16/2016	335.59
84926	RUSSOPOW	Russo Power Equipment	02/16/2016	42.50
84927	SAUBERMA	Sauber Manufacturing	02/16/2016	14,624.40
84928	SCCCLEAN	SCC Cleaning Company, Inc. 2011	02/16/2016	2,431.69
84929	SODEJEFF	Jeff Sode	02/16/2016	428.00
84930	SPEEFIIN	Speer Financial, Inc.	02/16/2016	728.12
84931	STRANCRI	Rich Stranc	02/16/2016	500.00
84932	SUBULAIN	Suburban Laboratories, Inc.	02/16/2016	937.85
84933	TINDTRCO	T.O.P.S. In Dog Training Corp.	02/16/2016	530.00
84934	BANKOFNY	The Bank of New York Mellon	02/16/2016	428.00
84935	TODAYUNI	Today's Uniforms	02/16/2016	680.99
84936	TRCOPRIN	Traffic Control Protection Inc	02/16/2016	545.60
84937	TRANSUNI	TransUnion Risk and Alternative	02/16/2016	18.25
84938	USBANCOR	U.S. Bank Equipment Finance, Inc	02/16/2016	621.22
84939	ULINE	ULINE	02/16/2016	360.00
84940	USABLBO	USA Blue Book	02/16/2016	627.60
84941	VICTFORD	Victor Ford	02/16/2016	526.95
84942	WATESOUN	Water Solutions Unlimited	02/16/2016	6,848.20
84943	WAUCBOIN	Wauconda Boat Inc.	02/16/2016	25.96
84944	WAUDISTR	Wauconda District #118 Transportation Dep	02/16/2016	117.99
84945	WESTSIDE	West Side Tractor Sales Company	02/16/2016	847.53
84946	WEXBANK	Wex Bank	02/16/2016	125.00
84947	UB*00101	Meagan Wohlrab	02/16/2016	29.85
84948	MRUFLAOF	Magna, Rudolph F. Law Office Of	02/16/2016	5,245.40
84949	RHMGENGI	RHMG Engineers, Inc	02/16/2016	3,737.04
84950	SPEEFIIN	Speer Financial, Inc.	02/16/2016	145.63
Total for 2/16/2016:				181,184.41

Check No	Vendor No	Vendor Name	Check Date	Check Amount
Report Total (99 checks):				181,184.41

Accounts Payable

Transactions by Account

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Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-00-1390	Aflac	Re-issue Lost Checks #84285, #84286	02/16/2016	84853	2,737.54	
		Vendor Subtotal for Dept:00			2,737.54	
10-10-4310		Difference Card Employee Benefit St Employee Insurance - Feb 2016	02/16/2016	84879	78.80	
		Vendor Subtotal for Dept:10			78.80	
10-10-4530	American Legal Publishing Corp.	Publications - Jan. 2016 S-13 Editing	02/16/2016	84855	203.40	
10-10-4530	American Legal Publishing Corp.	Publications - Jan. 2016 S-13 Folio/Inl	02/16/2016	84855	19.50	
		Vendor Subtotal for Dept:10			222.90	
10-10-4530	Paddock Publications Inc.	Publications - Subscription	02/16/2016	84917	85.00	
		Vendor Subtotal for Dept:10			85.00	
10-10-4540	Cardmember Service	Conferences/Meetings - Metro Mayor	02/16/2016	84865	100.00	
10-10-4540	Cardmember Service	Credit Card Charges - Admn.	02/16/2016	84865	39.62	
10-10-4540	Cardmember Service	Credit Card Charges - Admn.	02/16/2016	84865	767.52	
10-10-4540	Cardmember Service	Credit Card Charges - Admn.	02/16/2016	84865	45.69	
		Vendor Subtotal for Dept:10			952.83	
10-10-5110	Magna, Rudolph F. Law Office Of	Legal Services - Corporate Matters	02/16/2016	84904	3,355.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-10-5110	Magna, Rudolph F. Law Office Of	Legal Services - Corporate Matters	02/16/2016	84904	3,795.00	
		Vendor Subtotal for Dept:10			7,150.00	
10-10-5131	Cardmember Service	Credit Card Charges - Admin.	02/16/2016	84865	53.13	
		Vendor Subtotal for Dept:10			53.13	
10-10-5150	RHMG Engineers, Inc	Engineering Services -	02/16/2016	84924	82.45	
		Vendor Subtotal for Dept:10			82.45	
10-10-5190	CMR Benefits Group, Inc.	H.R. Services - Jan. 2016	02/16/2016	84867	257.52	
		Vendor Subtotal for Dept:10			257.52	
10-10-5190	Gov Temps USA LLC	Temp. Services - Admin.	02/16/2016	84887	1,050.00	
10-10-5190	Gov Temps USA LLC	Temp. Services - Admin.	02/16/2016	84887	2,205.00	
		Vendor Subtotal for Dept:10			3,255.00	
10-10-5190	Speer Financial, Inc.	Professional Fees - General Obligator	02/16/2016	84930	291.23	
		Vendor Subtotal for Dept:10			291.23	
10-10-5420	Nicor	Utility - Gas - 100 N Main St	02/16/2016	84912	86.13	
		Vendor Subtotal for Dept:10			86.13	
10-10-6110	Jumbo Postcard	Printing Expenses - Window Envelope	02/16/2016	84899	136.00	
		Vendor Subtotal for Dept:10			136.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-10-6130	EverBank Commercial Finance, Inc.	Office Equipment Rental - Admin.	02/16/2016	84880	866.74	
		Vendor Subtotal for Dept:10			866.74	
10-10-6140	Office Depot	Office Supplies - Admin.	02/16/2016	84916	107.80	
10-10-6140	Office Depot	Office Supplies - Admin.	02/16/2016	84916	11.03	
10-10-6140	Office Depot	Office Supplies - Admin.	02/16/2016	84916	314.01	
10-10-6140	Office Depot	Office Supplies - Admin.	02/16/2016	84916	396.98	
10-10-6140	Office Depot	Office Supplies - Admin.	02/16/2016	84916	79.27	
10-10-6140	Office Depot	Misc Office Supplies - Admin.	02/16/2016	84916	302.85	
		Vendor Subtotal for Dept:10			1,211.94	
10-10-6150	Cardmember Service	Credit Card Charges - Admin.	02/16/2016	84865	21.63	
10-10-6150	Cardmember Service	Credit Card Charges - Admin.	02/16/2016	84865	24.91	
10-10-6150	Cardmember Service	Credit Card Charges - Admin.	02/16/2016	84865	18.27	
		Vendor Subtotal for Dept:10			64.81	
10-10-6150	Wauconda District #118 Transportati	Dec. 2015 Fuel Bills - Admin,	02/16/2016	84944	51.94	
		Vendor Subtotal for Dept:10			51.94	
10-10-6340	Deborah Gompertz	Vehicle Supplies - Replacement 4 bu	02/16/2016	84885	23.39	
		Vendor Subtotal for Dept:10			23.39	
10-10-6390	Cosco Wholesale Membership	Cosco New Membership - Admin	02/16/2016	84873	110.00	
		Vendor Subtotal for Dept:10			110.00	
10-11-4310	Difference Card Employee Benefit St	Employee Insurance - Feb 2016	02/16/2016	84879	9.85	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:11			9.85	
10-11-5150	RHMG Engineers, Inc	Engineering Services - Building Dept.	02/16/2016	84924	401.61	
		Vendor Subtotal for Dept:11			401.61	
10-11-5180	Rich Stranc	Electrical Inspections - 449 Liberty	02/16/2016	84931	100.00	
10-11-5180	Rich Stranc	Electrical Inspections - 453 W Liberty	02/16/2016	84931	100.00	
10-11-5180	Rich Stranc	Electrical Inspections - 574 S Rand - F	02/16/2016	84931	100.00	
10-11-5180	Rich Stranc	Electrical Inspections - 316 W Mill St	02/16/2016	84931	50.00	
10-11-5180	Rich Stranc	Electrical Inspections - 380 W Liberty	02/16/2016	84931	100.00	
10-11-5180	Rich Stranc	Electrical Inspections - 2505 Coneflow	02/16/2016	84931	50.00	
		Vendor Subtotal for Dept:11			500.00	
10-11-5190	CMR Benefits Group, Inc.	H.R. Services - Jan. 2016	02/16/2016	84867	64.38	
		Vendor Subtotal for Dept:11			64.38	
10-11-6130	Quill Corporation	Office Supplies - B.Z.	02/16/2016	84922	30.78	
		Vendor Subtotal for Dept:11			30.78	
10-11-6140	Quill Corporation	Office Supplies - B.Z.	02/16/2016	84922	279.80	
		Vendor Subtotal for Dept:11			279.80	
10-11-6150	Wauconda District #118 Transportati	Dec. 2015 Fuel Bills - Admin,	02/16/2016	84944	66.05	
		Vendor Subtotal for Dept:11			66.05	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-12-4310	Difference Card Employee Benefit St	Employee Insurance - Feb 2016	02/16/2016	84879	256.10	
		Vendor Subtotal for Dept:12			256.10	
10-12-4510	T.O.P.S. In Dog Training Corp.	Training - K-9 Maint. Training	02/16/2016	84933	250.00	
10-12-4510	T.O.P.S. In Dog Training Corp.	Training - K-9 Maintenance Training	02/16/2016	84933	280.00	
		Vendor Subtotal for Dept:12			530.00	
10-12-4520	International Association of Chiefs o	Membership Duces - Chief - P.D.	02/16/2016	84894	150.00	
		Vendor Subtotal for Dept:12			150.00	
10-12-4530	Drivers License Guide Company	2016 I.D. Checking Guide - P.D.	02/16/2016	84878	606.25	
		Vendor Subtotal for Dept:12			606.25	
10-12-4540	Petty Cash - Police Department	Conferences/Meetings - P.D.	02/16/2016	84919	48.74	
		Vendor Subtotal for Dept:12			48.74	
10-12-5110	Magna, Rudolph F. Law Office Of	Legal Services - Prosecution Matters	02/16/2016	84904	6,339.00	
		Vendor Subtotal for Dept:12			6,339.00	
10-12-5130	LexisNexis Risk & Information	Computer Services - P.D.	02/16/2016	84902	50.00	
		Vendor Subtotal for Dept:12			50.00	
10-12-5130	North Shore Community Bank	Computer Services - Grand Jury Subp	02/16/2016	84913	95.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:12			95.00	
10-12-5130	Partner Tek, Inc.	Computer Services - IT	02/16/2016	84918	299.00	
		Vendor Subtotal for Dept:12			299.00	
10-12-5130	Porter Lee Corporation	Computer Services - Annual Software	02/16/2016	84921	919.00	
		Vendor Subtotal for Dept:12			919.00	
10-12-5130	TransUnion Risk and Alternative	Computer Services - P.D.	02/16/2016	84937	18.25	
		Vendor Subtotal for Dept:12			18.25	
10-12-5190	CMR Benefits Group, Inc.	H.R. Services - Jan. 2016	02/16/2016	84867	1,738.56	
		Vendor Subtotal for Dept:12			1,738.56	
10-12-5190	Conservation Club of Kenosha Coun	Range Usage for 2014 - P.D.	02/16/2016	84872	600.00	
		Vendor Subtotal for Dept:12			600.00	
10-12-5190	Daniels Sharpsmart, Inc	Professional Fees - P.D.	02/16/2016	84874	160.65	
		Vendor Subtotal for Dept:12			160.65	
10-12-5310	C. Acitelli Heating & Piping	Heating Repair - P.D.	02/16/2016	84861	1,164.00	
		Vendor Subtotal for Dept:12			1,164.00	
10-12-5310	SCC Cleaning Company, Inc. 2011	Janitorial Service for Feb. 2016 - P.D.	02/16/2016	84928	2,431.69	
		Vendor Subtotal for Dept:12			2,431.69	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-12-5320	Fox Valley Fire & Safety	Fire Extinguisher Service/Maint. - P.D.	02/16/2016	84883	175.55	
		Vendor Subtotal for Dept:12			175.55	
10-12-5320	Gordon Flesch Co., Inc.	Equipment Maintenance - P.D.	02/16/2016	84886	194.38	
		Vendor Subtotal for Dept:12			194.38	
10-12-5330	Carl Darling, Window Tinting	Window Tint - 2 Police Vehicles	02/16/2016	84875	500.00	
		Vendor Subtotal for Dept:12			500.00	
10-12-5330	Master Auto Repair Clinic Inc.	Vehicle Maintenance - Unit #113 - P.I.	02/16/2016	84905	1,035.31	
10-12-5330	Master Auto Repair Clinic Inc.	Vehicle Maintenance - 2013 Dodge Av	02/16/2016	84905	341.70	
10-12-5330	Master Auto Repair Clinic Inc.	Vehicle Maintenance - 2013 Dodge Av	02/16/2016	84905	124.38	
10-12-5330	Master Auto Repair Clinic Inc.	Vehicle Maintenance - 2013 Dodge Ct	02/16/2016	84905	30.88	
10-12-5330	Master Auto Repair Clinic Inc.	Vehicle Maintenance - 2013 Dodge Av	02/16/2016	84905	26.18	
10-12-5330	Master Auto Repair Clinic Inc.	Vehicle Maintenance - 2014 Dodge Ct	02/16/2016	84905	103.90	
10-12-5330	Master Auto Repair Clinic Inc.	Vehicle Maintenance - 2014 Dodge Ct	02/16/2016	84905	96.53	
10-12-5330	Master Auto Repair Clinic Inc.	Vehicle Maintenance - 2014 Dodge Ct	02/16/2016	84905	26.18	
		Vendor Subtotal for Dept:12			1,785.06	
10-12-5620	Gordon Flesch Co., Inc.	Equipment Rental - P.D.	02/16/2016	84886	963.52	
		Vendor Subtotal for Dept:12			963.52	
10-12-5620	Lechner and Sons Uniform Rental	Uniform Rental - P.D.	02/16/2016	84900	53.54	
		Vendor Subtotal for Dept:12			53.54	
10-12-6130	Cardmember Service	Credit Card Charges - Admin.	02/16/2016	84865	290.95	
		Vendor Subtotal for Dept:12			290.95	
10-12-6130	GALLS, LLC	Operating Supplies & Equipment - P.I.	02/16/2016	84884	58.93	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-12-6130	M & A Parts Inc.	Uniforms - P.D.	02/16/2016	84903	4.50	
		Vendor Subtotal for Dept:12			58.93	
10-12-6130	Petty Cash - Police Department	Prisoners meals - P.D.	02/16/2016	84919	6.41	
		Vendor Subtotal for Dept:12			6.41	
10-12-6140	Office Depot	Office Supplies - P.D.	02/16/2016	84916	6.40	
10-12-6140	Office Depot	Office Supplies - P.D.	02/16/2016	84916	51.77	
10-12-6140	Office Depot	Office Supplies - P.D.	02/16/2016	84916	11.96	
10-12-6140	Office Depot	Office Supplies - P.D.	02/16/2016	84916	14.69	
10-12-6140	Office Depot	Office Supplies - P.D.	02/16/2016	84916	69.87	
10-12-6140	Office Depot	Office Supplies - P.D.	02/16/2016	84916	3.24	
10-12-6140	Office Depot	Office Supplies - P.D.	02/16/2016	84916	17.19	
10-12-6140	Office Depot	Office Supplies - P.D.	02/16/2016	84916	51.62	
10-12-6140	Office Depot	Office Supplies - P.D.	02/16/2016	84916	72.38	
10-12-6140	Office Depot	Misc Office Supplies - P.D.	02/16/2016	84916	55.42	
10-12-6140	Office Depot	Misc Office Supplies - P.D.	02/16/2016	84916	9.60	
10-12-6140	Office Depot	Misc Office Supplies - P.D.	02/16/2016	84916	67.98	
		Vendor Subtotal for Dept:12			432.12	
10-12-6150	Wex Bank	Gasoline & Oil - P.D.	02/16/2016	84946	125.00	
		Vendor Subtotal for Dept:12			125.00	
10-12-6170	Buffington, Dustin	Laundry Reimbursement - P.D.	02/16/2016	84860	38.38	
		Vendor Subtotal for Dept:12			38.38	
10-12-6170	GALLS, LLC	Uniforms - P.D.	02/16/2016	84884	98.94	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:12			98.94	
10-12-6170	Deborah Gompertz	Uniforms - Clothing Allowance	02/16/2016	84885	254.21	
		Vendor Subtotal for Dept:12			254.21	
10-12-6170	M & A Parts Inc.	Uniforms - P.D.	02/16/2016	84903	37.50	
		Vendor Subtotal for Dept:12			37.50	
10-12-6170	O'Herron, Ray Co., Inc.	Uniforms - P.D.	02/16/2016	84914	22.79	
10-12-6170	O'Herron, Ray Co., Inc.	Uniforms - P.D.	02/16/2016	84914	33.29	
10-12-6170	O'Herron, Ray Co., Inc.	Uniforms - P.D.	02/16/2016	84914	111.27	
		Vendor Subtotal for Dept:12			167.35	
10-12-6170	Today's Uniforms	Uniforms - P.D.	02/16/2016	84935	126.90	
10-12-6170	Today's Uniforms	Uniforms - P.D.	02/16/2016	84935	65.95	
10-12-6170	Today's Uniforms	Uniforms - P.D.	02/16/2016	84935	143.70	
10-12-6170	Today's Uniforms	Uniforms - P.D.	02/16/2016	84935	55.60	
10-12-6170	Today's Uniforms	Uniforms - P.D.	02/16/2016	84935	65.95	
10-12-6170	Today's Uniforms	Uniforms - P.D.	02/16/2016	84935	137.90	
10-12-6170	Today's Uniforms	Uniforms - P.D.	02/16/2016	84935	84.99	
		Vendor Subtotal for Dept:12			680.99	
10-12-6310	Ace Hardware	Misc Plumbing Supplies - P.D.	02/16/2016	84852	17.99	
10-12-6310	Ace Hardware	Misc Plumbing/Building Supplies - P.I.	02/16/2016	84852	18.89	
		Vendor Subtotal for Dept:12			36.88	
10-12-6310	Office Depot	Office Supplies - B.Z.	02/16/2016	84916	74.07	
10-12-6310	Office Depot	Office Supplies - B.Z.	02/16/2016	84916	121.47	
10-12-6310	Office Depot	Misc Office Supplies - P.D.	02/16/2016	84916	60.71	
		Vendor Subtotal for Dept:12			256.25	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-12-6340	AW Direct	Vehicle Supplies - P.D.	02/16/2016	84856	74.08	
		Vendor Subtotal for Dept:12			74.08	
10-12-6340	Berry Tire & Auto	Vehicle Supplies - 4 New Tires - P.D.	02/16/2016	84858	1,061.04	
10-12-6340	Berry Tire & Auto	Vehicle Supplies - 2 New Tires - P.D.	02/16/2016	84858	260.60	
10-12-6340	Berry Tire & Auto	Vehicle Supplies - 2 New Tires - P.D.	02/16/2016	84858	317.36	
10-12-6340	Berry Tire & Auto	Vehicle Supplies - 2 New Tires - P.D.	02/16/2016	84858	260.90	
		Vendor Subtotal for Dept:12			1,899.90	
10-12-6340	Petty Cash - Police Department	Battery for Keyless Fob - P.D.	02/16/2016	84919	6.40	
		Vendor Subtotal for Dept:12			6.40	
10-13-4310	Difference Card Employee Benefit S	Employee Insurance - Feb 2016	02/16/2016	84879	59.10	
		Vendor Subtotal for Dept:13			59.10	
10-13-4510	Cardmember Service	Credit Card Charges - P.W.	02/16/2016	84865	220.60	
		Vendor Subtotal for Dept:13			220.60	
10-13-5130	Comcast Cable	Internet Charges	02/16/2016	84868	40.52	
10-13-5130	Comcast Cable	Internet Charges	02/16/2016	84868	34.75	
10-13-5130	Comcast Cable	Internet Charges	02/16/2016	84868	67.47	
		Vendor Subtotal for Dept:13			142.74	
10-13-5190	CMR Benefits Group, Inc.	H.R. Services - Jan. 2016	02/16/2016	84867	386.28	
		Vendor Subtotal for Dept:13			386.28	
10-13-5190	Hineckley Spring Water Co.	Drinking Water Filtration Service - P.A	02/16/2016	84890	17.92	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:13			17.92	
10-13-5310	Royal Refrigeration, Inc.	Maintenance - Buinding & Grounds	02/16/2016	84925	111.86	
		Vendor Subtotal for Dept:13			111.86	
10-13-5320	Russo Power Equipment	Equipment Maintenance - Generator -	02/16/2016	84926	42.50	
		Vendor Subtotal for Dept:13			42.50	
10-13-5330	Dont's Welding And Fabricating	Repair leaks inside water tank truck #:	02/16/2016	84877	813.76	000003374
		Vendor Subtotal for Dept:13			813.76	
10-13-5330	Hydraulic Services & Repairs, Inc	Emergency Repairs to Unit #19	02/16/2016	84891	879.97	000003464
10-13-5330	Hydraulic Services & Repairs, Inc	Vehicle Maintenance - P.W.	02/16/2016	84891	147.40	
10-13-5330	Hydraulic Services & Repairs, Inc	Vehicle Maintenance - P.W.	02/16/2016	84891	79.50	
10-13-5330	Hydraulic Services & Repairs, Inc	Vehicle Maintenance - P.W.	02/16/2016	84891	696.60	
		Vendor Subtotal for Dept:13			1,803.47	
10-13-5330	Interstate Billing Service, Inc	Parts for Unit #18	02/16/2016	84897	1,549.54	000003467
10-13-5330	Interstate Billing Service, Inc	Parts for Unit #9	02/16/2016	84897	1,486.50	000003466
10-13-5330	Interstate Billing Service, Inc	Vehicle Maintenance - P.W.	02/16/2016	84897	7,496.04	
10-13-5330	Interstate Billing Service, Inc	Vehicle Maintenance - Engine Repair -	02/16/2016	84897	10,957.80	
		Vendor Subtotal for Dept:13			21,489.88	
10-13-5330	Sauber Manufacturing	Vehicle Maintenance - P.W.	02/16/2016	84927	14,624.40	
		Vendor Subtotal for Dept:13			14,624.40	
10-13-5330	Victor Ford	Vehicle Supplies - P.W.	02/16/2016	84941	166.76	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:13			166.76	
10-13-5340	City Electric Supply (C.E.S.)	Infrastructure Maintenance - P. W.	02/16/2016	84866	490.00	
10-13-5340	City Electric Supply (C.E.S.)	Infrastructure Maintenance - P. W.	02/16/2016	84866	664.00	
		Vendor Subtotal for Dept:13			1,154.00	
10-13-5430	ComEd	Utility - Street Lighting - Liberty Lake	02/16/2016	84869	10,330.78	
10-13-5430	ComEd	Utility - Street Lighting - Osage Rt/25	02/16/2016	84869	452.67	
		Vendor Subtotal for Dept:13			10,783.45	
10-13-5510	Cardmember Service	Credit Card Charges - P. W.	02/16/2016	84865	44.99	
		Vendor Subtotal for Dept:13			44.99	
10-13-5510	Comcast Cable	Internet Charges	02/16/2016	84868	24.95	
		Vendor Subtotal for Dept:13			24.95	
10-13-6110	Impact Networking, LLC	Printing - Coper Contract- P. W.	02/16/2016	84893	98.65	
		Vendor Subtotal for Dept:13			98.65	
10-13-6110	U.S. Bank Equipment Finance, Inc	Equipment Contract - Copier - P. W.	02/16/2016	84938	207.07	
		Vendor Subtotal for Dept:13			207.07	
10-13-6130	Ace Hardware	Misc. Building Supplies	02/16/2016	84852	21.56	
10-13-6130	Ace Hardware	Misc. Building Supplies/Equip. - P. W.	02/16/2016	84852	17.47	
10-13-6130	Ace Hardware	Misc. Building Supplies - P. W.	02/16/2016	84852	14.37	
10-13-6130	Ace Hardware	Misc Supplies - P. W.	02/16/2016	84852	27.67	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-13-6130	Acc Hardware	Misc Painting Supplies - P.W.	02/16/2016	84852	87.94	
10-13-6130	Acc Hardware	Misc Supplies & Equip. - P.W.	02/16/2016	84852	71.99	
10-13-6130	Acc Hardware	Misc Supplies - P.W.	02/16/2016	84852	16.19	
10-13-6130	Acc Hardware	Misc Painting Supplies - P.W.	02/16/2016	84852	187.47	
10-13-6130	Acc Hardware	Misc Supplies - P.W.	02/16/2016	84852	56.63	
10-13-6130	Acc Hardware	Misc Buiding Supplies - P.W.	02/16/2016	84852	16.79	
		Vendor Subtotal for Dept:13			518.08	
10-13-6130	Capital One Commercial	Costco - Pallet of Water & Misc Suppl	02/16/2016	84864	325.12	
		Vendor Subtotal for Dept:13			325.12	
10-13-6130	Cardmember Service	Credit Card Charges - P.W.	02/16/2016	84865	976.21	
		Vendor Subtotal for Dept:13			976.21	
10-13-6130	City Electric Supply (C.E.S.)	Infrastructure Maintenance - P.W.	02/16/2016	84866	97.71	
10-13-6130	City Electric Supply (C.E.S.)	Infrastructure Maintenance - P.W.	02/16/2016	84866	87.17	
		Vendor Subtotal for Dept:13			184.88	
10-13-6130	Conserv FS, Inc	Operating Supplies & Equipment - P.V	02/16/2016	84871	128.67	
10-13-6130	Conserv FS, Inc	Operating Supplies & Equipment - P.V	02/16/2016	84871	12.00	
		Vendor Subtotal for Dept:13			140.67	
10-13-6130	Grainger, W.W. Inc.	Operating Supplies & Equipment - P.V	02/16/2016	84888	58.59	
10-13-6130	Grainger, W.W. Inc.	Operating Supplies & Equipment - P.V	02/16/2016	84888	107.92	
		Vendor Subtotal for Dept:13			166.51	
10-13-6130	Interstate Battery Systems of Fox Ri	Operating Supplies & Equipment - P.V	02/16/2016	84896	424.80	
		Vendor Subtotal for Dept:13			424.80	
10-13-6130	Interstate All Battery Center	Batterics - Multiples - B.Z.	02/16/2016	84895	96.47	
		Vendor Subtotal for Dept:13			96.47	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-13-6130	McCann Industries Inc.	Uniforms - P.W.	02/16/2016	84906	177.00	
10-13-6130	McCann Industries Inc.	Uniforms - P.W.	02/16/2016	84906	76.00	
		Vendor Subtotal for Dept:13			253.00	
10-13-6130	Menards-Fox Lake	Misc Building Supplies & Equip. - P.Y	02/16/2016	84908	109.33	
10-13-6130	Menards-Fox Lake	Misc Building Supplies & Equip. - P.Y	02/16/2016	84908	209.89	
10-13-6130	Menards-Fox Lake	Misc Building Supplies & Equip. - P.Y	02/16/2016	84908	157.30	
10-13-6130	Menards-Fox Lake	Misc. Electrical Supplies - P.W.	02/16/2016	84908	145.66	
10-13-6130	Menards-Fox Lake	Misc. Supplies & Equip.- P.W.	02/16/2016	84908	155.37	
10-13-6130	Menards-Fox Lake	Misc. Supplies & Equip.- P.W.	02/16/2016	84908	37.91	
10-13-6130	Menards-Fox Lake	Misc. Building Supplies & Equip.- P.Y	02/16/2016	84908	93.17	
10-13-6130	Menards-Fox Lake	Misc. Supplies & Equip.- P.W.	02/16/2016	84908	29.97	
		Vendor Subtotal for Dept:13			938.60	
10-13-6130	Traffic Control Protection Inc	Operating Supplies & Equipment - P.Y	02/16/2016	84936	545.60	
		Vendor Subtotal for Dept:13			545.60	
10-13-6130	ULINE	Building Supplies & Equipment - P.W.	02/16/2016	84939	360.00	
		Vendor Subtotal for Dept:13			360.00	
10-13-6130	USA Blue Book	Lab Testing Expenses	02/16/2016	84940	106.98	
		Vendor Subtotal for Dept:13			106.98	
10-13-6150	Conserv FS, Inc	Operating Supplies & Equipment - P.Y	02/16/2016	84871	1,463.40	
		Vendor Subtotal for Dept:13			1,463.40	
10-13-6320	West Side Tractor Sales Company	Equipment Supplies - P.W.	02/16/2016	84945	741.01	
10-13-6320	West Side Tractor Sales Company	Equipment Supplies - P.W.	02/16/2016	84945	106.52	
		Vendor Subtotal for Dept:13			847.53	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-13-6340	O'Reilly Auto Parts	Vehicle Supplies - P. W.	02/16/2016	84915	109.09	
		Vendor Subtotal for Dept:13			109.09	
10-13-6340	Victor Ford	Vehicle Supplies - P. W.	02/16/2016	84941	26.65	
		Vendor Subtotal for Dept:13			26.65	
10-15-4540	Jeff Sode	Travel Expense Reimbursement	02/16/2016	84929	178.00	
		Vendor Subtotal for Dept:15			178.00	
10-15-4550	Jeff Sode	Travel Expense Reimbursement	02/16/2016	84929	250.00	
		Vendor Subtotal for Dept:15			250.00	
10-19-4310	Difference Card Employee Benefit St	Employee Insurance - Feb 2016	02/16/2016	84879	9.85	
		Vendor Subtotal for Dept:19			9.85	
10-19-5190	Cardmember Service	Credit Card Charges - P. W.	02/16/2016	84865	26.00	
10-19-5190	Cardmember Service	Credit Card Charges - P. W.	02/16/2016	84865	479.40	
		Vendor Subtotal for Dept:19			505.40	
10-19-5190	CMR Benefits Group, Inc.	H.R. Services - Jan. 2016	02/16/2016	84867	64.38	
		Vendor Subtotal for Dept:19			64.38	
10-52-4310	Difference Card Employee Benefit St	Employee Insurance - Feb 2016	02/16/2016	84879	108.35	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:52			108.35	
10-52-5190	CMR Benefits Group, Inc.	H.R. Services - Jan. 2016	02/16/2016	84867	708.18	
		Vendor Subtotal for Dept:52			708.18	
10-98-E363	Magna, Rudolph F. Law Office Of	Escrow - Lake Napa Suwe Estates	02/16/2016	84904	66.50	
		Vendor Subtotal for Dept:98			66.50	
10-98-E438	RHMG Engineers, Inc	Wauconda Task Group - Wauconda La	02/16/2016	84924	849.23	
		Vendor Subtotal for Dept:98			849.23	
10-98-E539	RHMG Engineers, Inc	Site Improvements for Berger Excavat	02/16/2016	84924	526.84	
		Vendor Subtotal for Dept:98			526.84	
10-98-E559	Levin Ginsburg	Bangs Lake Alliance - Escrow	02/16/2016	84901	213.00	
		Vendor Subtotal for Dept:98			213.00	
10-98-E562	RHMG Engineers, Inc	Project 21519013 Patten Cat Developr	02/16/2016	84924	1,454.55	
		Vendor Subtotal for Dept:98			1,454.55	
10-98-E564	Campbell, Rolf C. & Associates	LCS Development - Dominick's	02/16/2016	84863	3,785.00	
		Vendor Subtotal for Dept:98			3,785.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
10-98-E572	Magna, Rudolph F. Law Office Of	Escrow - Potempa Recycle Facility	02/16/2016	84904	1,197.00	
		Vendor Subtotal for Dept:98			1,197.00	
10-98-E574	Magna, Rudolph F. Law Office Of	Escrow - 406 N. Main St - Bomberg 4	02/16/2016	84904	1,197.00	
		Vendor Subtotal for Dept:98			1,197.00	
		Subtotal for Fund: 10			113,406.15	
20-00-1350	Meagan Wohlrab	Refund Check	02/02/2016	84947	13.71	
20-00-1350	Meagan Wohlrab	Refund Check	02/02/2016	84947	16.14	
		Vendor Subtotal for Dept:00			29.85	
20-00-1390	Aflac	Re-issue Lost Checks - #84285, #8428	02/16/2016	84853	761.12	
		Vendor Subtotal for Dept:00			761.12	
20-20-4310	Difference Card Employee Benefit St	Employee Insurance - Feb 2016	02/16/2016	84879	78.80	
		Vendor Subtotal for Dept:20			78.80	
20-20-4540	Cardmember Service	Credit Card Charges - P.W.	02/16/2016	84865	300.00	
		Vendor Subtotal for Dept:20			300.00	
20-20-5130	Comcast Cable	Internet Charges	02/16/2016	84868	40.52	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:20			40.52	
20-20-5150	Comcast Cable	Internet Charges	02/16/2016	84868	34.75	
		Vendor Subtotal for Dept:20			34.75	
20-20-5190	The Bank of New York Mellon	Professional Fees - Admin. Fees for 2/	02/16/2016	84934	428.00	
		Vendor Subtotal for Dept:20			428.00	
20-20-5190	CMR Benefits Group, Inc.	H.R. Services - Jan. 2016	02/16/2016	84867	515.04	
		Vendor Subtotal for Dept:20			515.04	
20-20-5190	Hinckley Spring Water Co.	Drinking Water Filtration Service - P.1	02/16/2016	84890	17.92	
		Vendor Subtotal for Dept:20			17.92	
20-20-5190	Speer Financial, Inc.	Professional Fees - General Obligator	02/16/2016	84930	145.63	
		Vendor Subtotal for Dept:20			145.63	
20-20-5210	McHenry Analytical Water	Lab Testing Expense	02/16/2016	84907	15.00	
20-20-5210	McHenry Analytical Water	Lab Testing Expense	02/16/2016	84907	125.00	
20-20-5210	McHenry Analytical Water	Lab Testing Expense	02/16/2016	84907	290.00	
		Vendor Subtotal for Dept:20			430.00	
20-20-5310	Royal Refrigeration, Inc.	Maintenance - Building & Grounds	02/16/2016	84925	111.86	
		Vendor Subtotal for Dept:20			111.86	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
20-20-5320	B & W Control Systems Integration	PLC Upload Project (wells, towers, br	02/16/2016	84857	1,609.48	000003441
		Vendor Subtotal for Dept:20			1,609.48	
20-20-5330	Diamond-Tuff Corporation	Vehicle Maintenance - P.W.	02/16/2016	84876	600.00	
		Vendor Subtotal for Dept:20			600.00	
20-20-5330	Victor Ford	Vehicle Supplies - P.W.	02/16/2016	84941	166.77	
		Vendor Subtotal for Dept:20			166.77	
20-20-5510	Comcast Cable	Internet Charges	02/16/2016	84868	24.95	
20-20-5510	Comcast Cable	Internet Charges	02/16/2016	84868	67.48	
		Vendor Subtotal for Dept:20			92.43	
20-20-6110	Impact Networking, LLC	Printing - Coper Contract- P.W.	02/16/2016	84893	98.65	
		Vendor Subtotal for Dept:20			98.65	
20-20-6110	Jumbo Postcard	Printing Expenses - Window Envelope	02/16/2016	84899	102.00	
		Vendor Subtotal for Dept:20			102.00	
20-20-6110	U.S. Bank Equipment Finance, Inc	Equipment Contract - Copier - P.W.	02/16/2016	84938	207.07	
		Vendor Subtotal for Dept:20			207.07	
20-20-6130	Acc Hardware	Misc. Building Supplies - P.W.	02/16/2016	84852	24.62	
20-20-6130	Acc Hardware	Misc. Building Supplies - P.W.	02/16/2016	84852	0.58	
20-20-6130	Acc Hardware	Misc Supplies & Equip. - P.W.	02/16/2016	84852	7.63	
20-20-6130	Acc Hardware	Misc Supplies - Dup Key - P.W.	02/16/2016	84852	8.54	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
20-20-6130	AIM Supply Co.	Operating Supplies & Equipment - P.Y	02/16/2016	84854	325.30	
		Vendor Subtotal for Dept:20			41.37	
20-20-6130	Mid American Water Of Wauconda	5/8" X 34" C700 Meters	02/16/2016	84909	2,200.00	
20-20-6130	Mid American Water Of Wauconda	Operating Supplies & Equipment - P.Y	02/16/2016	84909	135.00	
20-20-6130	Mid American Water Of Wauconda	Operating Supplies & Equipment - P.Y	02/16/2016	84909	175.00	
		Vendor Subtotal for Dept:20			2,510.00	
20-20-6130	Menards-Fox Lake	Misc. Building Supplies & Equipment	02/16/2016	84908	24.91	
20-20-6130	Menards-Fox Lake	Misc. Building Supplies & Equipment	02/16/2016	84908	41.93	
20-20-6130	Menards-Fox Lake	Misc. Supplies & Equip.- P.W.	02/16/2016	84908	26.96	
20-20-6130	Menards-Fox Lake	Misc. Plumbing Supplies & Equip.- P.	02/16/2016	84908	28.08	
		Vendor Subtotal for Dept:20			121.88	
20-20-6130	Office Depot	Misc Office Supplies - P.D.	02/16/2016	84916	44.97	
20-20-6130	Office Depot	Misc Office Supplies - P.W.	02/16/2016	84916	7.25	
		Vendor Subtotal for Dept:20			52.22	
20-20-6130	USA Blue Book	Lab Testing Expenses	02/16/2016	84940	120.66	
		Vendor Subtotal for Dept:20			120.66	
20-20-6160	Mid American Water Of Wauconda	5/8" X 34" C700 Meters	02/16/2016	84909	7,014.00	000003465
		Vendor Subtotal for Dept:20			7,014.00	
20-20-6180	Water Solutions Unlimited	Treatment Chemicals	02/16/2016	84942	6,848.20	
		Vendor Subtotal for Dept:20			6,848.20	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
20-21-4310		Difference Card Employee Benefit St	02/16/2016	84879	49.25	
		Employee Insurance - Feb 2016				
		Vendor Subtotal for Dept:21			49.25	
20-21-5130	Comcast Cable	Internet Charges	02/16/2016	84868	40.51	
20-21-5130	Comcast Cable	Internet Charges	02/16/2016	84868	34.75	
20-21-5130	Comcast Cable	Internet Charges	02/16/2016	84868	67.48	
		Vendor Subtotal for Dept:21			142.74	
20-21-5150	RHMG Engineers, Inc	Engineering Services -Wastewater Col	02/16/2016	84924	3,347.45	
		Vendor Subtotal for Dept:21			3,347.45	
20-21-5190	CMR Benefits Group, Inc.	H.R. Services - Jan. 2016	02/16/2016	84867	321.90	
		Vendor Subtotal for Dept:21			321.90	
20-21-5190	Hinekley Spring Water Co.	Drinking Water Filtration Service - P.1	02/16/2016	84890	17.93	
		Vendor Subtotal for Dept:21			17.93	
20-21-5190	Speert Financial, Inc.	Professional Fees - General Obligator	02/16/2016	84930	145.63	
		Vendor Subtotal for Dept:21			145.63	
20-21-5210	Suburban Laboratories, Inc.	Lab Testing Expense	02/16/2016	84932	28.60	
20-21-5210	Suburban Laboratories, Inc.	Lab Testing Expense	02/16/2016	84932	449.25	
20-21-5210	Suburban Laboratories, Inc.	Lab Testing Expense	02/16/2016	84932	250.00	
20-21-5210	Suburban Laboratories, Inc.	Lab Testing Expense	02/16/2016	84932	93.00	
20-21-5210	Suburban Laboratories, Inc.	Lab Testing Expense	02/16/2016	84932	117.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:21			<u>937.85</u>	
20-21-5210	USA Blue Book	Lab Testing Expenses	02/16/2016	84940	147.10	
		Vendor Subtotal for Dept:21			<u>147.10</u>	
20-21-5310	Cahill Heating, Air, & Electric Servi	Heating Repair - MAU-1 - P.W.	02/16/2016	84862	387.50	
		Vendor Subtotal for Dept:21			<u>387.50</u>	
20-21-5310	Royal Refrigeration, Inc.	Maintenance - Buiding & Grounds	02/16/2016	84925	111.87	
		Vendor Subtotal for Dept:21			<u>111.87</u>	
20-21-5320	Berryman Equipment Company	Labor	02/16/2016	84859	1,300.00	000003424
		Vendor Subtotal for Dept:21			<u>1,300.00</u>	
20-21-5320	High Pressure Booster Systems	Equipment Maintenance - P.W.	02/16/2016	84889	5,945.00	
20-21-5320	High Pressure Booster Systems	Equipment Maintenance - P.W.	02/16/2016	84889	4,250.00	
		Vendor Subtotal for Dept:21			<u>10,195.00</u>	
20-21-5320	Midwest Gas Instrument Service	Equipment Maintenance - P.W.	02/16/2016	84910	99.23	
		Vendor Subtotal for Dept:21			<u>99.23</u>	
20-21-5330	John's Complete Auto Service Inc.	Vehicle Maintenance - 2009 Ford F150	02/16/2016	84898	381.34	
		Vendor Subtotal for Dept:21			<u>381.34</u>	
20-21-5330	Victor Ford	Vehicle Supplies - P.W.	02/16/2016	84941	166.77	
		Vendor Subtotal for Dept:21			<u>166.77</u>	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
20-21-5510	Comcast Cable	Internet Charges	02/16/2016	84868	24.95	
		Vendor Subtotal for Dept:21			24.95	
20-21-6110	Impact Networking, LLC	Printing - Coper Contract- P.W.	02/16/2016	84893	98.65	
		Vendor Subtotal for Dept:21			98.65	
20-21-6110	Jumbo Postcard	Printing Expenses - Window Envelope	02/16/2016	84899	102.00	
		Vendor Subtotal for Dept:21			102.00	
20-21-6110	U.S. Bank Equipment Finance, Inc	Equipment Contract - Copier - P.W.	02/16/2016	84938	207.08	
		Vendor Subtotal for Dept:21			207.08	
20-21-6130	Ace Hardware	Misc Plumbing Supplies	02/16/2016	84852	34.14	
		Vendor Subtotal for Dept:21			34.14	
20-21-6130	Foreman, Joseph D. & Company	Plumbing Supplies - P.W.	02/16/2016	84882	39.00	
		Vendor Subtotal for Dept:21			39.00	
20-21-6130	Mid American Water Of Wauconda	Operating Supplies & Equipment - P.V	02/16/2016	84909	177.00	
		Vendor Subtotal for Dept:21			177.00	
20-21-6130	Menards-Fox Lake	Misc Building Supplies & Equip. - P.V	02/16/2016	84908	55.37	
		Vendor Subtotal for Dept:21			55.37	
20-21-6130	Office Depot	Misc Office Supplies - P.D.	02/16/2016	84916	44.98	
20-21-6130	Office Depot	Misc Office Supplies - P.W.	02/16/2016	84916	7.25	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:21			52.23	
20-21-6130	RelaDyne Reliability in Motion	Operating Supplies & Equipment - P.V	02/16/2016	84923	45.55	
		Vendor Subtotal for Dept:21			45.55	
20-21-6130	USA Blue Book	Lab Testing Expenses	02/16/2016	84940	103.91	
20-21-6130	USA Blue Book	Lab Testing Expenses	02/16/2016	84940	148.95	
		Vendor Subtotal for Dept:21			252.86	
20-21-6170	McCann Industries Inc.	Uniforms - P.W.	02/16/2016	84906	33.40	
		Vendor Subtotal for Dept:21			33.40	
20-21-6180	Hydrite Chemical Company	Treatment Chemicals	02/16/2016	84892	1,104.20	
20-21-6180	Hydrite Chemical Company	Treatment Chemicals	02/16/2016	84892	3,420.23	
		Vendor Subtotal for Dept:21			4,524.43	
20-21-6180	Polydyne Inc.	Treatment Chemicals - P.W.	02/16/2016	84920	1,008.00	
		Vendor Subtotal for Dept:21			1,008.00	
20-21-6310	Interstate All Battery Center	Batteries for Control Building - Fire A	02/16/2016	84895	37.90	
		Vendor Subtotal for Dept:21			37.90	
20-21-6320	Berryman Equipment Company	Replace vibration sensors - Continenta	02/16/2016	84859	1,980.00	000003424
20-21-6320	Berryman Equipment Company	Replace vibration sensors - Continenta	02/16/2016	84859	1,980.00	000003424
		Vendor Subtotal for Dept:21			3,960.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
20-21-6330	Evoqua Water Technologies LLC	Infrastructure Supplies - P.W.	02/16/2016	84881	120.00	
		Vendor Subtotal for Dept:21			120.00	
20-27-4310	Difference Card Employee Benefit S	Employee Insurance - Feb 2016	02/16/2016	84879	19.70	
		Vendor Subtotal for Dept:27			19.70	
20-27-5190	B & W Control Systems Integration	Collections System SCADA Licencing	02/16/2016	84857	3,283.53	000003434
		Vendor Subtotal for Dept:27			3,283.53	
20-27-5190	CMR Benefits Group, Inc.	H.R. Services - Jan. 2016	02/16/2016	84867	128.76	
		Vendor Subtotal for Dept:27			128.76	
20-27-5320	Mobile Lube Express, Inc.	Equipment Maintenance/Repair - P.W	02/16/2016	84911	100.00	
20-27-5320	Mobile Lube Express, Inc.	Equipment Maintenance/Repair - P.W	02/16/2016	84911	313.68	
20-27-5320	Mobile Lube Express, Inc.	Equipment Maintenance/Repair - P.W	02/16/2016	84911	325.56	
		Vendor Subtotal for Dept:27			739.24	
20-27-5410	ComEd	Utility - Electric - 1213 N Garland	02/16/2016	84870	70.11	
20-27-5410	ComEd	Utility - Electric - 550 Anderson Rd.	02/16/2016	84870	68.99	
20-27-5410	ComEd	Utility - Electric - Lift Sta 250 Larkdale	02/16/2016	84870	14.98	
20-27-5410	ComEd	Utility - Electric - 215 Regency Ct. Lit	02/16/2016	84870	246.06	
20-27-5410	ComEd	Utility - Electric - 100 Main St	02/16/2016	84870	30.14	
20-27-5410	ComEd	Utility - Electric - 357 Hollow Hill Dr.	02/16/2016	84870	71.60	
20-27-5410	ComEd	Utility - Electric - 505 Willow Rd.	02/16/2016	84870	5.47	
20-27-5410	ComEd	Utility - Electric - 152 North Ave	02/16/2016	84870	28.70	
20-27-5410	ComEd	Utility - Electric - 1545 N Old Rand R	02/16/2016	84870	132.43	
20-27-5410	ComEd	Utility - Electric - 505 Farmhill Cir	02/16/2016	84870	284.91	
20-27-5410	ComEd	Utility - Electric - O Monroe	02/16/2016	84870	50.71	
20-27-5410	ComEd	Utility - Electric - 1110 E Liberty St	02/16/2016	84870	74.56	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Dept:27			1,078.66	
20-27-5420	Nicor	Utility - Gas - 2n North Av	02/16/2016	84912	47.65	
20-27-5420	Nicor	Utility - Gas - 215 Regency Ct	02/16/2016	84912	24.89	
20-27-5420	Nicor	Utility - Gas - 1160-g N Dato Ln	02/16/2016	84912	85.87	
20-27-5420	Nicor	Utility - Gas - 1265 Karl Ct	02/16/2016	84912	42.60	
20-27-5420	Nicor	Utility - Gas - 911 Oakdale Ave	02/16/2016	84912	101.46	
20-27-5420	Nicor	Utility - Gas - 421 Lakeshore Dr	02/16/2016	84912	100.44	
20-27-5420	Nicor	Utility - Gas - 113 Ridge Rd Pump Sta	02/16/2016	84912	95.87	
		Vendor Subtotal for Dept:27			498.78	
20-27-6130	Ace Hardware	Misc Building Supplies	02/16/2016	84852	39.49	
20-27-6130	Ace Hardware	Misc Supplies - Bulbs	02/16/2016	84852	8.98	
20-27-6130	Ace Hardware	Misc Supplies - P. W.	02/16/2016	84852	26.99	
20-27-6130	Ace Hardware	Misc Building Supplies - P. W.	02/16/2016	84852	6.81	
20-27-6130	Ace Hardware	Misc Building Supplies - P. W.	02/16/2016	84852	34.90	
20-27-6130	Ace Hardware	Misc Supplies - P. W.	02/16/2016	84852	25.98	
20-27-6130	Ace Hardware	Misc Painting Supplies - P. W.	02/16/2016	84852	18.88	
20-27-6130	Ace Hardware	Misc Supplies - P. W.	02/16/2016	84852	6.29	
20-27-6130	Ace Hardware	Misc Supplies - P. W.	02/16/2016	84852	20.74	
20-27-6130	Ace Hardware	Misc Building Supplies - P. W.	02/16/2016	84852	170.83	
20-27-6130	Ace Hardware	Misc Supplies - P. W.	02/16/2016	84852	33.29	
		Vendor Subtotal for Dept:27			393.18	
20-27-6130	Cardmember Service	Credit Card Charges - P. W. - Operatin	02/16/2016	84865	1,009.11	
		Vendor Subtotal for Dept:27			1,009.11	
20-27-6320	Wauconda Boat Inc.	Equipment Supplies - Anchor	02/16/2016	84943	25.96	
		Vendor Subtotal for Dept:27			25.96	
20-28-5114	Magna, Rudolph F. Law Office Of	Legal Services - LMW -	02/16/2016	84948	330.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
20-28-5114	Magna, Rudolph F. Law Office Of	Legal Services - LMW -	02/16/2016	84948	4,915.40	
		Vendor Subtotal for Dept:28			5,245.40	
20-28-5153	RHMG Engineers, Inc	Engineering Services - LMW	02/16/2016	84949	3,493.62	
20-28-5153	RHMG Engineers, Inc	Engineering Services - LMW - Interna	02/16/2016	84949	105.58	
20-28-5153	RHMG Engineers, Inc	Engineering Services - LMW - Interna	02/16/2016	84949	137.84	
		Vendor Subtotal for Dept:28			3,737.04	
20-28-5194	Speer Financial, Inc.	Professional Services relating to Gene	02/16/2016	84950	145.63	
		Vendor Subtotal for Dept:28			145.63	
		Subtotal for Fund: 20			67,632.63	
55-55-5192	Speer Financial, Inc.	Professional Fees - General Obligator	02/16/2016	84930	145.63	
		Vendor Subtotal for Dept:55			145.63	
		Subtotal for Fund: 55			145.63	
		Report Total:			181,184.41	

AGENDA SUPPLEMENT

TO: Mayor Bart and Village Board

FROM: Douglas K. Maxeiner, Village Administrator 

FOR: February 16, 2016 Regular Village Board Meeting

RE: Consideration and Approval of an Ordinance Adopting by Reference of the Lake County Watershed Ordinance

Background. The Village of Wauconda has adopted the Lake County Watershed Development Ordinance (WDO) beginning in 2001 as the floodplain and stormwater management regulations for development in the Village. Updates to the ordinance are periodically made with the most recent one completed in October of 2015. As such, the Village should adopt the amended version of the ordinance.

Analysis. It is in the best interests of the Village to adopt the WDO to maintain community certification status and to remain in good standing in the Federal Emergency Management Agency (FEMA) Flood Insurance Program. Exhibit A (attached) has been included to show the scope of the amendments to the WDO. The actual WDO is in excess of a hundred pages and has not been included in this packet. Copies are available for inspection at the front desk in Village Hall or online at www.lakecountyil.gov/stormwater.

Prior to approval of the Village ordinance adopting the WDO, copies of the WDO must be available for inspection in Village Hall for 30 days. A notice was posted on the bulletin board advising the public of the availability of the documents for inspection starting on January 14th and three copies of the document have been made available. The inspection period requirement will be met on February 13th and the Board can approve the ordinance adopting the amended WDO at the February 16th meeting.

Recommendation. Staff recommends approval of the ordinance adopting by reference of the Lake County Watershed Ordinance.

**AN ORDINANCE ADOPTING BY REFERENCE OF THE LAKE COUNTY
WATERSHED DEVELOPMENT ORDINANCE**

WHEREAS, the County of Lake, pursuant to the powers granted to it by 55 ILCS 5/5- 1062, adopted the Lake County Watershed Development Ordinance (WDO) on or about October 13, 2015, effective October 13, 2015, establishing rules and regulations for floodplain and stormwater management throughout the County of Lake and superseding any less restrictive municipal rules and regulations therein; and,

WHEREAS, the President and Board of Trustees of the Village of Wauconda have previously adopted Ordinances Nos. 2001-O-50, 2006-O-15, 2006-O-58, 2010-O-03 and 2012-O- 57, which by their respective terms adopted by reference the Lake County Watershed Development Ordinances; and

WHEREAS, the County of Lake, pursuant to the powers granted to it by 55 ILCS 5/5-1062, adopted a resolution approving amendments to the Lake County Watershed Development Ordinance on or about October 13, 2015, effective immediately; and

WHEREAS, the President and Board of Trustees of the Village of Wauconda find it to be in the best interests of the Village of Wauconda to require all development to meet, at least, the minimum standards prescribed by the WDO to the fullest extent practicable; and

WHEREAS, three copies of the Lake County Watershed Development Ordinance have been on file in the Office of the Village Clerk of the Village of Wauconda, and available for inspection, for not less than thirty (30) days.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Wauconda, Lake County, Illinois, as follows:

SECTION I: That there is hereby adopted by reference, as if fully set out herein, that certain ordinance known as the Lake County Watershed Development Ordinance, approved as amended by the County of Lake, State of Illinois, three copies of which have been, for a period of not less than thirty (30) days prior to the effective date hereof, and now are on file in the office of the Village Clerk.

SECTION II: That in the event that the rules, regulations, terms or conditions imposed pursuant to the Lake County Watershed Development Ordinance are either more restrictive or less restrictive than comparable rules, regulations, terms or conditions imposed by any other applicable rule, regulation, resolution, ordinance, statute or law, then the most restrictive rules, regulations, terms or conditions shall govern.

SECTION III: That Section 153 of the Village Code of the Village of Wauconda is amended by deleting existing Section 153.01, and replacing it with the following:

153.01: STORMWATER MANAGEMENT REGULATIONS:

The Lake County Watershed Development Ordinance, as most recently amended by the County of Lake on October 13, 2015, is hereby adopted by reference and is in full force and effect within the Village of Wauconda and is found in its own compilation.

SECTION IV: Nothing in this Ordinance shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action arising, acquired or existing under any act or ordinance or portion thereof hereby repealed or amended by this ordinance; nor shall any just or legal right, claim, penalty or remedy of any character of the corporate authority existing on the effective date hereof be lost, impaired or affected by this Ordinance.

SECTION V: All ordinances or parts of ordinances in conflict herewith are to the extent of such conflict, hereby superseded according to the provisions hereof.

SECTION VI: If any provision, clause, sentence, paragraph, section, or part of this ordinance or application thereof to any person, firm, corporation, public agency or circumstance, shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, said judgment shall not affect, impair or invalidate the remainder of this ordinance and the application of such provision to other persons, firms, corporation, or circumstances, but shall be confined in its operation to the provision, clause, sentence, paragraph, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered and to the person, firm, corporation, or circumstances involved. It is hereby declared to be the legislative intent of the corporate authorities that this ordinance would have been adopted had such unconstitutional or invalid provision, clause, sentence, paragraph, section, or part thereof not been included.

SECTION VII: That any person, firm or entity violating the terms and conditions of this Ordinance shall be subject to a fine not to exceed \$750.00 with each and every day that the violation exists constituting a distinct and separate offense under the terms of this Ordinance. In addition, the Corporate Authority may take whatever action it deems appropriate to enforce the terms of this Ordinance, including an action for injunction. All attorney's fees and costs incurred by the Municipality in enforcing the terms of this Ordinance shall be paid by the violator.

SECTION VIII: This ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as required by law.

Passed this ____ day of February, 2016.

	Ayes:	Nays:	Absent/Abstain:
Lincoln F. Knight	_____	_____	_____
John F. Barbini Ed.D	_____	_____	_____
Tim Howe	_____	_____	_____
Linda Starkey	_____	_____	_____
Ken Arnsward	_____	_____	_____
Chuck Black	_____	_____	_____

APPROVED:

By: _____ Date: _____
FRANK BART, Mayor

ATTEST:

By: _____
GINA STRELECKI, Village Clerk

Presented and read, or reading having been waived, at a duly convened meeting of the Corporate Authorities on _____, 2016.

I hereby certify that the above ordinance was published in pamphlet form on _____, 2016 as provided by law.

GINA STRELEKI, Village Clerk

{20/74.39/WDO/00032802.DOC}

Exhibit A

**Administrative
WDO Re-formatting**

Purpose: Under direction by the State's Attorney's Office, the WDO has been re-formatted. An improved referencing system is used and certain sections have been re-located and aligned making the entire document more user friendly, understandable, which can be quickly and logically referenced (for legal and general application). No substantive changes are included in the re-formatted WDO. A section cross-reference table is separately attached.

**Administrative
WDO Amendment #1
Page 82 – Article V.B.**

B. APPEALS

1. Any permit applicant aggrieved by the denial or conditions of a Watershed Development Permit, Earth Change Approval, Conditional Approval, or Variance by a Certified Community's Enforcement Officer may request review thereof by the Certified Community's board of elected officials or the appropriate body within 30 days of the disputed act or actions.
2. Any permit applicant aggrieved by *a permit decision*, the denial or conditions of a Watershed Development Permit, Earth Change Approval, Conditional Approval, or Variance by the SMC Chief Engineer may request review thereof by the SMC Director within 30 days of the disputed act or actions.
3. Any permit applicant aggrieved by *a permit decision*, the denial or conditions of a Watershed Development Permit, Earth Change Approval, Conditional Approval, or Variance by the SMC Director may appeal it to the SMC by written notice filed with the SMC Director within 30 days of the disputed act or actions.

Purpose: Clarify standard administrative process for SMC-reviewed permits and approvals.

**Administrative
WDO Amendment #2
Page 87 – Article VII.F.**

- (f) F. The SMC may enforce violations of this Ordinance in accordance with the Lake County Administrative Adjudication Ordinance.*

Purpose: Improve compliance efficiencies using the Administrative Adjudication process as an additional compliance tool. Staff have conferred with the Lake County State's Attorney's Office and determined that an Ordinance amendment is necessary in order for SMC to use the process.

WDO Amendment #3**Page 99 - Appendix A: Definitions**

Isolated Waters of Lake County: All waters such as lakes, ponds, streams (including intermittent streams), farmed wetlands, and wetlands that are not under U.S. Army Corps of Engineers jurisdiction. The limits of the Isolated Waters of Lake County extend to the ordinary high water mark or the delineated wetland boundary.

- a. The following are excluded from Isolated Waters of Lake County, *as determined by the Enforcement Officer*.
 - (1) Excavations and impoundments that have received a permit from the appropriate jurisdictional authority.
 - (2) Excavations and impoundments permitted by right, prior to being a regulated activity, within 40% or more non-hydric soils. Areas designated as 'water' as depicted on the Soil Survey of Lake County, SCS, 1970 are determined as either hydric or non-hydric soils by connecting adjoining soil boundaries to create complete polygons of the depicted soil type.
 - (3) Wetlands created incidental to construction grading on development sites. ~~that have received a Watershed Development Permit or meet the criteria of Article IV.A.2.a~~
 - (4) Roadside ditches.
- b. The following shall not be considered as meeting the exclusion criteria in a. above:
 - (1) All areas meeting the definition of high-quality aquatic resources.
 - (2) Wetland mitigation areas created to meet the requirements of this Ordinance or Section 404 of the Clean Water Act.
 - (3) Wetland areas created or restored using public funds.

Purpose: Per legal review, clarify determination is made by EO. For a.(3) record retention policies vary among units of government and documents are not always kept, available, or easily obtained. EO has discretion to make a determination that the wetland was "created" due to construction grading on a development site.

FEMA/NFIP Map Updates**WDO Amendment #4****Pages 108-116 – Appendix C: FEMA Flood Insurance Study Maps and Profiles**

(SEE WDO APPENDIX C)

Purpose: Modify FEMA map effective dates and panel numbers.

PUBLIC NOTICE

The Wauconda Village Board is scheduled to consider adoption of the Lake County Watershed Development Ordinance at the February 16, 2016 Regular Village Board Meeting. Three (3) copies of the Lake County Watershed Development Ordinance, last amended by the Lake County Board on October 13, 2015, are available for public inspection at the Village Clerk's Office in Wauconda Village Hall.

Public comments on the Watershed Development Ordinance can be forwarded to the Village Administrator, 101 N. Main Street, Wauconda, IL 60050 or via email at dmaxeiner@wauconda-il.gov until February 16th at 4:30 PM.

Posted January 14, 2016

AGENDA SUPPLEMENT

TO: Mayor Bart and Village Board

FROM: Douglas K. Maxeiner, Village Administrator 

FOR: February 16, 2016 Regular Village Board Meeting

RE: Consideration and Approval of an Ordinance Approving an Intergovernmental Agreement between the Village of Wauconda and the Lake County Board of Health for the Animal Care and Control Program

Background. Attached is an intergovernmental agreement prepared by Lake County covering the services and fees for animal care and control. The Village calls the County for any animal control issues within the Village. The agreement defines the scope of services and establishes the various fees. A letter from Program Coordinator Robin Van Sickle is included for additional background information.

Analysis. It is in the best interests of the Village to approve the agreement based on the service fee structure. Communities calling the County for animal control and care services are charged \$200 (per warden hour) if they are not covered by the agreement as opposed to \$50 (per warden hour) through the agreement.

Recommendation. Staff recommends approval of the ordinance and intergovernmental agreement with Lake County Board of Health for animal care and control.

**AN ORDINANCE
APPROVING AN INTERGOVERNMENTAL AGREEMENT
BETWEEN THE VILLAGE OF WAUCONDA AND THE LAKE COUNTY BOARD OF HEALTH
FOR THE ANIMAL CARE AND CONTROL PROGRAM**

WHEREAS, the Corporate Authorities of the Village Wauconda are authorized to enter into this Intergovernmental Agreement pursuant to the Illinois Constitution and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.; and

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WAUCONDA, LAKE COUNTY, ILLINOIS, as follows:

SECTION I: That the attached "Agreement" between the Lake County Board of Health and the Village of Wauconda be and is hereby approved and ratified.

SECTION II: That the Mayor is hereby directed and authorized to execute said Agreement on behalf of the Village of Wauconda and the Clerk shall attest to his signature and affix the seal of the Village to her certification.

SECTION III: That the Agreement shall be executed in several duplicate originals and duplicates of the executed agreement shall be delivered to all parties thereto.

SECTION IV: That this ordinance be in full force and effect from and after its passage and approval as required by law.

PASSED this 16th day of February, 2016.

	Ayes:	Nays:	Absent/Abstain:
Lincoln F. Knight	_____	_____	_____
John F. Barbini Ed. D	_____	_____	_____
Linda Starkey	_____	_____	_____
Ken Arnsward	_____	_____	_____
Chuck Black	_____	_____	_____
Tim Howe	_____	_____	_____

APPROVED:

By: _____ Date: February 16, 2016
FRANK A. BART, Village President

ATTEST:

By: _____
GINA STRELECKI, Village Clerk

Presented and read, or reading having been waived, at a duly convened meeting of the Corporate Authorities on February 16, 2016.

GINA STRELECKI, Village Clerk

**LAKE COUNTY HEALTH DEPARTMENT
AND COMMUNITY HEALTH CENTER
ANIMAL CARE AND CONTROL PROGRAM**

FEE FOR SERVICE AGREEMENT

THIS AGREEMENT, entered into this 18 day of JAN, 2016, by and between the LAKE COUNTY BOARD OF HEALTH (hereinafter referred to as "The Board of Health," and the CITY/VILLAGE of, WANCONDA (herein referred to as "The Municipality").

1. SERVICE VISITS

The Board of Health shall respond to all request for service visit calls within the municipality during normal business hours and shall respond to emergency calls on a twenty-four (24) hour basis. Services include, but are not limited to: the pickup of stray domestic animals; the pickup of injured wildlife; the pickup of aggressive animals running at large; the pickup of animals suspected of carrying the rabies virus; investigations of dangerous, animal-aggressive, or vicious dogs; investigations of animal neglect or cruelty; and general field assistance/support related to animal complaints or concerns.

Only requests for emergency services shall be responded to after normal business hours. Emergency services are restricted to: the removal of wildlife from living quarters; the pickup of stray biting animals, including wildlife; the pickup of injured stray dogs and cats; the pickup of animals from the scene of an arrest or other required removal of the owner; and the pickup of aggressively behaving stray dogs. Requests for emergency services pertaining to livestock will be at the discretion of the Board of Health.

Response to all service calls shall be as soon as possible, based on the circumstances of the situation and the priority of the call as determined by representatives of the Board of Health

All request for service calls shall be authorized by a representative designated by the Municipality.

The representative(s) named below is/are authorized by the Municipality to approve requests for service: (please type or print legibly)

During Business Hours: ___ a.m. to ___ p.m. ANY WATCH COMMANDER 877-526-2421
Name Phone

After Business Hours: " " "
Name Phone

THOMAS BENDER
DEPUTY CHIEF

 1-18-16

2. ANIMAL BITES

Upon becoming aware of an animal bite to a human or to another animal, the Municipality shall notify the Board of Health. The Municipality shall direct the biting animal owner, keeper or harbinger to contact the Board of Health to confirm the requirements for confining the animal for rabies observation, as specified in the Illinois Animal Control Act and Lake County Code of Ordinances Chapter 172. A report of the animal bite, on a form supplied by the Board of Health, shall be completed by the Municipality and submitted to the Board of Health within 24 hours.

The Board of Health shall provide support to the Municipality in the enforcement of the provisions of the Illinois Animal Control Act that pertain to biting animal investigations when requested.

3. IMPOUNDMENT

In accordance with Section 1, the Board of Health shall impound animals apprehended within the Municipality's boundaries. The Board of Health shall provide rabies observation by a licensed veterinarian for animals that have bitten and are impounded at the Lake County Animal Shelter.

4. ANIMAL CRUELTY AND NEGLECT INVESTIGATIONS

At the request of the Municipality, the Board of Health shall provide assistance in the investigation of animal cruelty and/or neglect. Animals seized in accordance with the Illinois Humane Care for Animals Act shall be housed at the Lake County Animal Shelter pending the disposition of the Court, or relinquishment by the owner. All boarding fees shall be the responsibility of the Municipality pending the disposition or relinquishment.

5. ANIMALS NOT RETURNED TO OWNERS

In accordance with the applicable State of Illinois statute(s) and Lake County Code of Ordinances, Chapter 172, the Board of Health shall provide humane disposal or release/transportation to a licensed animal shelter, rescue group or adoption facility of unclaimed animals that are apprehended within the Municipality's limits and impounded at the Lake County Animal Shelter.

6. EDUCATION

The Board of Health shall, at no cost, provide the Municipality with educational programs and/or materials on: animal bite reporting and prevention; animal cruelty and neglect investigations; and proper and humane care and treatment of animals which may be directed towards youth, public officials, or the general public.

7. ANIMAL CARE AND CONTROL ORDINANCE(S)

In carrying out the terms of this agreement, the Board of Health shall only enforce the provisions of the Lake County Code of Ordinances. The Board of Health will not enforce provisions of any ordinance or code adopted by the Municipality that are not included in the Lake County Code of Ordinances.

8. PAYMENT OF FEES FOR SERVICES

Except as specified in this section, fees for services provided by the Board of Health shall be assessed as established by the Lake County Animal Care and Control Fee Schedule, as amended from time to time.

The Board of Health and the Municipality agree that, if a Municipality **does not** operate an Animal Control Program or provide Animal Control Services, (i.e., does not employ animal wardens or community service officers who respond to animal related complaints as a normal job function) no fees shall be assessed to the Municipality for the following services: the removal of wildlife from living quarters; the pickup of stray biting animals, including wildlife; the pickup of injured stray dogs and cats; the pickup of stray dogs.

On a monthly basis, the Board of Health shall submit a statement to the Municipality listing the services provided during the previous month. Payments shall be made monthly by the Municipality to the Board of Health.

9. EFFECTIVE DATE

This agreement shall be effective on the date of signing by both parties and shall remain in force thereafter without further action, but may be terminated by either party as provided in Section 10.

10. TERMINATION CLAUSE

In the event that either party wishes to terminate this Agreement for any cause, including the lack of payment of fees for services, notification must be presented in writing and delivered either in person or by certified mail to the other party. The party requesting termination shall give thirty (30) days notice of the date of termination.

11. SEVERABILITY

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase in this agreement, or any part thereof, is for any reason held to be invalid by a court of competent jurisdiction, that decision shall not affect the validity of the remaining portions of this agreement.

12. INDEMNIFICATION

The Municipality agrees to hold the County of Lake harmless and indemnify the County of Lake for any actions or omissions committed by the Municipality, its agents and/or employees.

LAKE COUNTY BOARD OF HEALTH

CITY/VILLAGE OF: _____

By: _____
President Date

By: _____
Mayor/President Date

Attest:

Attest:

Executive Director Date

Village Clerk Date

LAKE COUNTY HEALTH DEPARTMENT AND COMMUNITY HEALTH CENTER
ANIMAL CARE AND CONTROL FEES SCHEDULE

MUNICIPAL CONTRACT SERVICE FEES

Service visit (per warden/hour)	\$50
After hours service visit (per warden/hour)	\$200
Transportation of Livestock (per animal)	\$75
Disposal of cat brought to the Animal Care and Control Facility or picked up at a secure municipal location	\$35
Disposal of cat picked up at a location other than a secure municipal location	\$85
Disposal of owned animal	\$35
Disposal of wild animal brought to the Animal Care and Control Facility	\$20
Disposal of wild animal apprehended in municipality	\$100
Dog or Livestock Boarding Cost (per animal/day)	\$15
Cat Boarding Cost (per animal/day)	\$10
Miscellaneous Pet Boarding (per animal/day)	\$5
Euthanasia of cat	\$35
Removal of animal(s) through court ordered eviction (per warden/hour)	\$50
Euthanasia of dog	\$100
Service visit to municipality without contract (per warden/hour)	\$200



January 11, 2016

To: Lake County Villages and Municipalities that Utilize Lake County Animal Care and Control Services

From: Robin Van Sickle, Program Coordinator
Animal Care and Control

RE: Revised Fee for Service Agreement and Animal Care and Control Fee Schedule

Enclosed you will find an amended Fee for Service Agreement. The amended agreement clarifies and better describes the terms in order to assure the continuation of the positive working relationship we have between our agencies. An important change is a more comprehensive explanation of the services provided during and after office hours. Animal Care and Control staff takes pride in being available both during and after normal business hours, either in person or on the phone, to assist other enforcement agencies in interpreting and enforcing animal laws.

Also included in this packet is a revised Animal Care and Control Fee Schedule, which went into effect January 1, 2016. Some of the changes in the fee schedule relate to the fees we assess for services provided through our contractual agreements. One of our primary goals in revising the fee schedule is to encourage the pickup and impoundment of stray roaming cats within your municipality by reducing the fees to impound these cats.

Under the revised fee schedule, contracted agencies will not be charged transportation, boarding, and disposal fees for stray cats being picked up at a secure municipal location. Each stray cat impounded is a flat rate of \$35 each as opposed to the previous variable rate of \$90-\$110 (depending on whether or not the cat was adoptable). Service visit fees will only be assessed when an Animal Care and Control warden responds to your jurisdiction to assist in the investigation or complaint of an animal related manner. As a reminder, fees are **only** assessed when Animal Care and Control services are approved by and provided to the partnering agency.

Please take the time to review the Agreement and Fee Schedule and contact me with any questions or concerns at 847-377-4716, or by email at rvansickle@lakecountylvil.gov. Signed agreements providing designated contact/authorization information can be sent directly to my attention at Animal Care and Control, 18736 W. Peterson Rd., Libertyville, IL 60048.

AGENDA SUPPLEMENT

To: Mayor Bart and Village Board

Fr: Chris Miller, Director
Building, Planning & Zoning

For: February 16, 2016 Village Board Meeting

Re: **Oak Grove Subdivision – Right-of-Way Vacation**

Background: Oak Grove Subdivision was recorded in December 1998. Presently the Oak Grove Homeowners Association (OGHOA) is requesting that the Village vacate an area of right-of-way designated on the Plat of Subdivision (see attached Plat of Vacation for subject area). The right-of-way in question appears to exist for the sole purpose of providing access from Oak Grove Subdivision to a private parcel to the south. In November 2015, Staff sent a Certified Return Receipt letter to the adjacent property owner to the west, advising them of the OGHOA request to vacate the right-of-way. A return receipt was received, but to date there has been no comments received from the owner. This adjacent property owner presently has two (2) access drives to Route 59. The OGHOA believes that the vacation of the right-of-way will increase safety, health and welfare of the residents within Oak Grove Subdivision.

Analysis: Ownership of vacated right-of-way is permitted to go to the Owners of property on either side of the right-of-way vacated or the Village may select one adjacent owner over another adjacent owner if the Board finds it reasonably preferable to do so. The costs assumed by OGHOA well exceed any fair market value for this very small parcel of property. Further diluting the value of the property is that per the Village engineer's recommendation, a 10-foot public utility easement will be reserved/extended from the north property line to the south property line. Presently, the homeowner at 304 Oak Grove Drive and the OGHOA are the respective owners on either side of the right-of-way in question. Including in the Board packet is a November 2, 2015 letter request from the OGHOA along with an aerial map, and a letter from the Owner of 304 consenting to allowing the OGHOA to be deeded the whole property upon vacation. The OGHOA letter also contains a number of conditions which the OGHOA agrees to or will comply with upon the vacation and deeding of the property to the OGHOA. They include the following:

1. Bear cost associated with the plat of vacation, Lake County filing and transfer fees, and associated legal cost and fees;
2. Costs to remove and disposal of the current driveway and hardscapes, and restoration of landscaping; (Note: Restoration work should extend to the back of curb within Oak Grove Drive right-of-way being retained.)
3. Costs associated with Village Consultant review fees;
4. Driveway removal and restoration will be completed within two years of ownership transfer;
5. Providing necessary insurance and indemnification to the Village and adjacent property owners;
6. The OGHOA requests that the Village waive any associated permit fees and sureties.

Recommendation: Village Staff and Consultants have reviewed the request, Plat of Vacation, and concur with the OGHOA that vacating the right-of-way in question promotes health, safety and welfare. Staff recommends the Village Board approval an ordinance vacating the right-of-way and authorize the Mayor to sign the Plat of Vacation.

***AN ORDINANCE VACATING A PART OF DEDICATED
ROADWAY LYING WITHIN OAK GROVE SUBDIVISION***

WHEREAS, there exists a portion of dedicated roadway within Oak Grove Subdivision (hereinafter called the “Oak Grove Roadway Access”), legally described in Exhibit “A,” attached hereto and incorporated herein as if fully set forth herein, that lies approximately eighteen (18) feet from Illinois Route 59, which forms a potential roadway access to Oak Grove Drive; and

WHEREAS, a large number of motor vehicles travel Illinois Route 59 on a daily basis; and

WHEREAS, the Corporate Authorities find that the subject Oak Grove Roadway Access’ proximity to Illinois Route 59 presents a traffic hazard for vehicles leaving and entering Oak Grove Drive from Illinois Route 59, as well as the vehicles may use the Oak Grove Roadway Access; and

WHEREAS, Corporate Authorities of the Village of Wauconda are concerned about the risk that motor vehicles using the Oak Grove Roadway Access will present to the safety of motoring public turning onto Oak Grove Drive from Illinois Route 59, and turning onto Illinois Route 59 from Oak Grove Drive; and

WHEREAS, the Village of Wauconda seeks to reserve an easement for public utilities over the northeast ten feet (10’) of the Oak Grove Roadway Access to be vacated, and for entry upon said Oak Grove Roadway Access for purposes of maintenance, renewal and reconstruction thereof; and

WHEREAS, the Corporate Authorities of the Village of Wauconda seek to vacate the Oak Grove Roadway Access pursuant to Illinois Compiled Statutes, 1992, Chapter 65, Paragraph 5/11-91-1 and reserve a ten foot (10’) municipal utility easement therein; and

WHEREAS, the Corporate Authorities of the Village of Wauconda have determined that the elimination of this traffic hazard by vacating the Oak Grove Roadway Access constitutes a public interest authorizing the vacation of Oak Grove Roadway Access.

NOW, THEREFORE, be it ordained by the President and the Board of Trustees of the Village of Wauconda as follows:

SECTION I: The preceding whereas clauses are hereby made a part of this Ordinance.

SECTION II: Subject to the reservation of easement for public utilities and conditions described below, the legally described portion of Oak Grove Roadway Access, attached hereto as Exhibit “A” and made a part hereof as if fully set forth herein, is hereby vacated.

SECTION III: That the Village of Wauconda hereby reserves unto itself on, over and within

the northeasterly subject vacated Oak Grove Roadway Access, a ten foot (10') wide easement for municipal utilities, and for access thereto for the purposes of installation, maintenance, renewal and reconstruction thereof, is hereby reserved over the vacated Oak Grove Roadway Access described in Exhibit A.

SECTION IV: That the Oak Grove Homeowner's Association, as owners of an abutting property to that portion of Oak Grove Roadway Access hereby vacated, shall make the payments as required by this ordinance, and this ordinance shall be effective upon payment by the Oak Grove Homeowner's Association to the Village within 30 days hereof the sums sufficient to pay the Village's costs of: 1) producing the "Plat of Vacation"; 2) Lake County recording and transfer fees; 3) Legal and Engineering Fees;

SECTION V: That upon the payment of compensation as set forth in Section IV hereof, the Village President is authorized and directed to execute a deed of vacation for the subject property described in Section II, conveying and quit claiming all of the Village's right title and interest in and to the subject property to Oak Grove Homeowner's Association and the Clerk is authorized and directed to attest to the signature of the Village President thereon, to affix the corporate seal thereto, and to attest to this ordinance and the original Deed of Vacation to the Oak Grove Homeowner's Association.

SECTION VI: Within two (2) years of the date of this Ordinance, the Oak Grove Homeowner's Association shall cause the removal and lawful disposal of the existing driveway and hardscape and shall immediately thereafter cause the restoration of the landscape and adjacent curb line.

SECTION VI: Nothing in this Ordinance shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action arising, acquired or existing under any act or ordinance or portion thereof hereby repealed or amended by this ordinance; nor shall any just or legal right, claim, penalty or remedy of any character of the corporate authority existing on the effective date hereof be lost, impaired or affected by this Ordinance.

SECTION VII: All ordinances or parts of ordinances in conflict herewith are to the extent of such conflict, hereby repealed.

SECTION VIII: If any provision, clause, sentence, paragraph, section, or part of this ordinance or application thereof to any person, firm, corporation, public agency or circumstance, shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, said judgment shall not affect, impair or invalidate the remainder of this ordinance and the application of such provision to other persons, firms, corporation, or circumstances, but shall be confined in its operation to the provision, clause, sentence, paragraph, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered and to the person, firm, corporation, or circumstances involved. It is hereby declared to be the legislative intent of the corporate authorities that this ordinance would have been adopted had such unconstitutional

or invalid provision, clause, sentence, paragraph, section, or part thereof not been included.

SECTION IX: This ordinance shall be in full force and effect from and after its passage and approval as required by law.

Passed this 16th day of February, 2016.

	Ayes:	Nays:	Absent/Abstain:
Lincoln F. Knight	_____	_____	_____
John F. Barbini Ed.D	_____	_____	_____
Tim Howe	_____	_____	_____
Linda Starkey	_____	_____	_____
Ken Arnswald	_____	_____	_____
Chuck Black	_____	_____	_____

APPROVED:

By: _____ Date: _____
Frank Bart, Mayor

ATTEST:

By: _____
Gina Strelecki, Village Clerk

Presented and read, or reading having been waived, at a duly convened meeting of the Corporate Authorities on _____.

Gina Strelecki, Village Clerk

EXHIBIT "A"

Legal Description of Portion of Roadway Vacated

UNAMED AREA DEDICATED FOR PUBLIC ROAD BY THE PLAT OF SUBDIVISION OF OAK GROVE SUBDIVISION, BEING A SUBDIVISION OF PART OF SECTION 35, TOWNSHIP 44 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF WAUCONDA, RECORDED DECEMBER 24, 1998 AS DOCUMENT NO. 4264577, LYING SOUTHERLY OF OAK GROVE DRIVE, WEST OF OUTLOT H AND EAST OF LOT 46, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF LOT 46; THENCE NORTH 32 DEGREES 13 MINUTES 49 SECONDS EAST ON THE EASTERLY LINE OF LOT 46 A DISTANCE OF 39.69 FEET TO THE SOUTHERLY LINE OF OAK GROVE DRIVE; THENCE SOUTH 57 DEGREES 46 MINUTES 11 SECONDS EAST 46.00 FEET ON THE SOUTHERLY LINE OF OAK GROVE DRIVE TO THE NORTHERLY CORNER OF OUTLOT H; THENCE SOUTH 32 DEGREES 13 MINUTES 49 SECONDS WEST ON THE NORTHWESTERLY LINE OF OUTLOT H 11.16 FEET, TO THE SOUTHWEST CORNER OF OUTLOT H; THENCE NORTH 89 DEGREES 34 MINUTES 41 SECONDS WEST 54.13 FEET TO THE POINT OF BEGINNING, IN LAKE COUNTY, ILLINOIS.

And hereby reserving unto the Village of Wauconda a ten foot (10") wide easement for municipal utility purposes from and along the northeasterly boundary of the right of way being vacated.

AGENDA SUPPLEMENT

TO: Mayor Bart and Village Board

FROM: Douglas K. Maxeiner, Village Administrator 

FOR: February 16, 2016 Regular Village Board Meeting

RE: Consideration and Approval of an Ordinance and Dispatch Services Agreement between the Village of Lake Zurich and the Village of Wauconda

Background. As reported at the last meeting, staff met with Lake Zurich officials to discuss altering their current intergovernmental agreement (IGA) template for the provision of consolidated dispatch services to Wauconda to incorporate the additional conditions recommended by the Wauconda Village Board. The Board and Village Attorney had an issue with the language in the indemnification section. As such, proposed language was provided to Lake Zurich's Village Attorney as well as their insurance pool (Intergovernmental Risk Management Agency – IRMA) for their consideration. Neither party has signed off on the language at the current time.

Analysis. The proposed language is included as an attachment to the supplement and mirrors language used in prior dispatch agreements with Wauconda clients. If Lake Zurich approves the language prior to the Village Board meeting, staff would ask that the Board consider approving the agreement. If the proposed language is not approved by the time the Board meets, we will need to defer the consideration of the IGA to the March 1st meeting.

Recommendation. If Lake Zurich signs off on the proposed indemnification language prior to the Board meeting, staff recommends approval of the ordinance and IGA for dispatch services with Lake Zurich.

ORDINANCE NO. 2016-O-___

AN ORDINANCE APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF LAKE ZURICH AND THE VILLAGE OF WAUCONDA FOR DISPATCH SERVICES

WHEREAS, the Corporate Authorities of the Village Wauconda are authorized to enter into this Intergovernmental Agreement pursuant to the Illinois Constitution and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.; and

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WAUCONDA, LAKE COUNTY, ILLINOIS, as follows:

SECTION I: That the attached "Agreement" between the Village of Lake Zurich and the Village of Wauconda be and is hereby approved and ratified.

SECTION II: That the Mayor is hereby directed and authorized to execute said Agreement on behalf of the Village of Wauconda and the Clerk shall attest to his signature and affix the seal of the Village to her certification.

SECTION III: That the Agreement shall be executed in several duplicate originals and duplicates of the executed agreement shall be delivered to all parties thereto.

SECTION IV: That this ordinance be in full force and effect from and after its passage and approval as required by law.

PASSED this 2nd day of February, 2016.

	Ayes:	Nays:	Absent/Abstain:
Lincoln F. Knight	_____	_____	_____
John F. Barbini Ed. D	_____	_____	_____
Linda Starkey	_____	_____	_____
Ken Arnsward	_____	_____	_____
Chuck Black	_____	_____	_____
Tim Howe	_____	_____	_____

APPROVED:

By: _____ Date: February 2, 2016
FRANK A. BART, Village President

ATTEST:

By: _____
GINA STRELECKI, Village Clerk

Presented and read, or reading having been waived, at a duly convened meeting of the Corporate Authorities on February 2, 2016.

GINA STRELECKI, Village Clerk

***Dispatch Services Agreement between the Village of Lake Zurich,
and the Village of Wauconda***

This Agreement is made and entered into as of this _____ day of _____, 2016, by and between the Village of Lake Zurich, Lake County, Illinois, an Illinois municipal corporation (“Lake Zurich”), and the Village of Wauconda, Lake County, Illinois, an Illinois municipal corporation (“Wauconda”) (Lake Zurich and Wauconda shall be referred to collectively as the “Parties”):

WITNESSETH

WHEREAS, Lake Zurich and Wauconda desire to enter into an agreement as of the date set forth above, under which Lake Zurich agrees to provide Wauconda with certain public safety radio Dispatch Services, utilizing personnel and equipment maintained and operated by Lake Zurich; and

WHEREAS, it has been determined by the corporate authorities of Lake Zurich and Wauconda, respectively, that this Agreement is in the best interests of each of the signatory Parties; and

WHEREAS, the Parties have the power and authority to enter into this Agreement pursuant to the provisions of Article VII, section 10 of the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act, as amended, 5 ILCS 220/1 et. seq., and other applicable authority;

NOW, THEREFORE, for and in consideration of the mutual covenants herein made and pursuant to all applicable statutes and local ordinances, and for other good and valuable consideration the receipt and sufficiency of which are hereby mutually acknowledged, the Parties do hereby agree as follows:

Section 1. Recitals.

The foregoing recitals are by this reference incorporated herein and made a part hereof.

Section 2. Dispatch Services Provided by Lake Zurich.

Lake Zurich hereby agrees that its radio dispatchers/telecommunicators shall accept and monitor the police department emergency telephone numbers of Wauconda in order to obtain information to assign calls-for-service and monitor traffic on police radio frequencies, maintain a log of all such communications (electronic or written), relay information received by such means to the on-duty police personnel by means of voice radio and mobile data communications, monitor communications from and between Wauconda's police personnel and relay messages as necessary, and accurately input and update call-for-service information into the computer aided dispatch (CAD) system.

Lake Zurich shall provide Dispatch Services continuously, seven days a week, including all State of Illinois and Federal holidays; provided, however, that Dispatch Services shall be provided to Wauconda only to the extent possible utilizing Lake Zurich's dispatcher personnel and equipment. In the event of immediate, overlapping needs for Dispatch Services, the calls, when possible, shall have priority in accordance with the seriousness of the service requested. The term "priority" shall have the meaning determined therefore by the Joint Operations Committee and the Lake County ETSB, as the Joint Operations Committee is defined in Section 8 of this Agreement, and approved by the Lake Zurich Board of Trustees.

Section 3. Dispatch Services Disruption or Failure; Waiver.

If Dispatch Services are disrupted or fail for any reason, Lake Zurich shall make best efforts to immediately notify Wauconda of such disruption and shall inform the Recipients of the nature of the disruption or failure, if known, as well as the expected

length of time before Dispatch Services are restored. Lake Zurich also shall notify the Parties as soon as Dispatch Services are restored. The Parties hereby waive and release any and all claims or causes of action against Lake Zurich for liability, costs, fees, claims, or expenses incurred by the Parties that arise out of or relate in any way to any such disruption or failure of Dispatch Services unless caused by the negligence or intentional conduct of Lake Zurich.

Section 4. Payment.

Wauconda hereby agrees to pay Lake Zurich for all Dispatch Services provided by Lake Zurich pursuant to this Agreement, a sum to be determined annually as provided in this Section 4.

A. **Users.** The allocation of costs shall be made based on, among other factors defined in this section, the number of CAD incidents generated by “Users” of Dispatch Services. The term “Users” shall include:

- (i) Lake Zurich Police Department
- (ii) Hawthorn Woods Police Department
- (iii) Kildeer Police Department
- (iv) Lake Zurich Fire Department
- (v) Lake Zurich Department of Public Works
- (vi) Island Lake Police Department
- (vii) Tower Lakes Police Department
- ~~(viii)~~ (viii) Wauconda Police Department
- ~~(ix)~~ (ix) Wauconda Department of Public Works
- ~~(x)~~ (x) Wauconda Fire District
- ~~(xi)~~ (xi) Any area outside of the existing area of any party as of

_____ 2016, for which Dispatch Services are commenced, as determined by the Joint Operations Committee and the Village of Lake Zurich Board of Trustees.

B. **Service Fee – First Service Period.** For purposes of the First Service Period of this Agreement (the first 12 months after the effective date of this Agreement), Wauconda will be assessed \$ _____ per month to allow

~~for adjustment of the Wauconda Police Department operations in order to benefit from the service fee structure.~~The Service

~~C. Service Fee – Second and Subsequent Years.~~ After the First Service Period of this Agreement (the first 12 months after the effective date of this Agreement), the fees charged to Wauconda shall be calculated on the same basis as for all other Users, based on the number of computer aided dispatch system incidents for the preceding year, subject to the limitation contained in subsection 4E. “Incidents” shall mean the number of events generated by, or stored in the Lake County ETSB computer Aided Dispatch System for a User and any additional area served by the User. A User providing services outside its immediate jurisdiction will be responsible for any fees resulting from incidents assigned, initiated, or completed by members of that agency. The number of Incidents shall be calculated by the Lake Zurich Police Department Communications Director and shall be weighted as follows:

1. **Police - Officer Initiated Calls** – A computer aided dispatch incident that is initiated by a Dispatcher for personnel of the respective User not using a mobile data terminal/computer (MDT\MDC), as indicated in Appendix “A” of this Agreement. Such incidents include, but are not limited to, traffic stops and other on-view incidents initiated by User personnel using an MDT/MDC.
2. **Police - Complainant Initiated Calls-for-Service** – An incident originated by a call for service within the User’s area of responsibility

received by a Dispatcher and assigned to on-duty User personnel, as indicated in Appendix "A" of this Agreement.

3. **Police and Fire - Mobile Data Terminal/Mobile Data Computer**

Initiated Calls – An incident initiated by User personnel using a MDT/MDC in the field. Users shall not be assessed any fee for such incidents stored in the Lake County Lake ETSB CAD System.

4. **Fire – Calls-for-Service** – ~~Reserved~~Reserved

4.5. **Public Works – Calls for Service - A public works incident**

originated by a call for service within the User's area of responsibility received by a Dispatcher and assigned to User's Public Works personnel after normal working hours, on weekends, or on holidays for weather related street maintenance, water or wastewater utility emergencies, as indicated in Appendix "A" of this Agreement.

CD. Determination of Service Fee: Except as otherwise provided in this

Agreement, each User's Service Fee shall be determined by the Village of Lake Zurich by January 15th of each year during the term of this Agreement, unless a mutual extension of time is agreed upon no later than the last day of January. The failure of Lake Zurich to meet the January 15th date for Determination of the Service Fee shall not relieve a User from paying the full amount of its Service Fee as it comes due, calculated as provided in this Section 4. Fees will be based on the total number of chargeable CAD incidents generated in the previous calendar year.

DE. Conditional Right to Deny Services. Lake Zurich shall have the right, in the exercise of its sole and absolute discretion based on factors such as system capacity, personnel, costs, payments, location, and similar factors, to deny Dispatch Services for any extraterritorial area defined in Subsection 4A (vii) above unless such area is reviewed and recommended by the Joint Operations Committee and approved by the Village of Lake Zurich Board of Trustees in advance of the commencement of police services or Dispatch Services to such area.

EF. Time for Payment. Each recipient shall pay to Lake Zurich its respective Service Fee as determined in Section 4 of this Agreement an annual lump-sum payment. An invoice indicating the annual fee amount will be produced and sent by the Village of Lake Zurich Finance Department. There shall be no discount for any lump-sum pre-payment of annual Service Fees. For purposes of this Agreement, a year will begin May 1st and end April 30th. Alternative payment options, including quarterly payments, shall be at the sole discretion of the Village of Lake Zurich Finance Director with the approval of the Village of Lake Zurich Manager.

Section 5. Effective Date, Term, and Termination.

This Agreement shall commence on or about _____, 2016 and shall remain in full force and effect until April 30, 202018. This Agreement shall be renewed automatically thereafter, without additional actions of the Parties, for successive five-year terms unless written notice of cancellation of this Agreement is received by Lake Zurich at least 120 days prior to the date of expiration of the current term of this Agreement. A

User may cancel this Agreement at any time during any one of its terms by written notice of such cancellation received by Lake Zurich at least 18 months in advance of cancellation. Lake Zurich may terminate this Agreement upon 180 days notice to the User or Users, or at any time because of a User's failure to make the payments required pursuant to Section 4 of this Agreement within 30 days after written notice from Lake Zurich of the overdue amount.

This Agreement may also be terminated by Lake Zurich or any User upon thirty (30) days advance written notice in the event of material breach of the terms and conditions of this Agreement; provided however, the thirty (30) day notice of termination shall not be effective if the Party alleged to be in breach cures the material breach within the thirty (30) day period if the nature of the breach is such that a cure can reasonably be effected within thirty (30) days, or, if such cure cannot be reasonably effected within thirty (30) days, the Party alleged to be in breach commences a cure within the thirty (30) day period and diligently pursues such cure to completion thereafter.

Section 5a. Termination for Reasonable Cause

A. The Users desire to avoid and settle any future disputes that may arise between them relative to this Agreement. Accordingly, the Users agree to engage in good faith negotiations to resolve any such dispute. If any User has a dispute about a violation, interpretation, or application of a provision of this Agreement, or a dispute regarding non-performance or poor performance, that User may, with reasonable cause, initiate formal proceedings to terminate this Agreement using a three-step process.

a. Step One - The User's Joint Operations Committee (JOC) Liaison or Chief of Police may complete a Joint Operations Committee Incident Evaluation form documenting the facts and circumstances of the

complaint pertinent to the complaint and submit it to Lake Zurich.

“Reasonable Cause” shall mean a material violation of this Agreement (“Default”) by the Party in Default and may include default through non-performance or documented poor performance as indicated on the evaluation form.

b. Step Two - The Party in Default shall have the opportunity to correct the Default within sixty (60) days of receipt of the Joint Operations Committee Incident Evaluation form from the Initiating Party (“Cure Period”). If Default is corrected within the 60-day Cure Period, the matter shall not progress to Step three, no “Intent-to-Terminate” shall be filed, and the Agreement shall continue for the original specified term. If the Default is not corrected during the Cure Period, the Initiating Party may file an “Intent-to-Terminate” letter with the Party in Default.

c. Step Three - Upon completion of the Cure Period without a correction in the Default or improvement of performance to pre-determined performance levels and/or industry standards, the Initiating Party may file an Intent-to-Terminate letter with the Party in Default. Termination of the agreement shall result in 90 days following the date of the Intent-to-Terminate letter or upon mutual agreement between the parties.

Section 6a. Maintenance of the Radio System.

Lake Zurich’s present radio system is VHF and UHF based and plans are under way to transition from the UHF (analog) system to Lake County STARCOM in early 2016. At

this time no further upgrades or expansion of the UHF system are planned. Maintenance of the Lake Zurich analog radio system will continue until the transition is complete. Each user agency shall be responsible for procuring, programming, and maintaining their Lake Zurich compatible mobile and portable radio equipment for use by their personnel on this system. However, any upgrade to the Lake Zurich radio system due to a User's expansion of public safety services or the User's provision of public safety services to another unit of local government will be the sole responsibility of the User. All equipment necessitated by any expansion of the public safety services must be compatible with the radio system used by the Lake Zurich 9-1-1 Dispatch Center. Any modification of the radio system used by the Lake Zurich 9-1-1 Dispatch Center required by this expansion will be performed by a radio service provider chosen by Lake Zurich. All costs associated with the expansion of public safety services will be paid by the User responsible for the expansion.

The base radio stations, dispatch radio stations, antennas, satellite receivers, and other related radio equipment remain the property of Lake Zurich. With obsolescence and changing regulatory requirements Lake Zurich may from time-to-time upgrade the radio infrastructure. Changes will be communicated to all partner agencies well in advance in implementation.

Section 6b. Upgrade of Telephone System.

Users agree that any changes in the User's service area that requires installation of additional, or an upgrade to existing, telephone equipment to the Village of Lake Zurich Public Safety Answering Point, 9-1-1 Dispatch Center shall be the sole expense of the responsible User.

Section 7. Increases to Service Fee.

Any increase or decrease in the Service Fee shall be as a result of a change in the number of Complainant or Officer Initiated ETSB CAD System Incidents. Annual increases in incident service fees will be in accordance to Appendix "A".

Section 8. Advisory Committee.

An Advisory Committee comprised of a single representative from each Dispatch Service User may convene from time-to-time to discuss issues that mutually affect all Users. The Chairperson of this Committee will be the Lake Zurich Chief of Police, or his designee. Unless prohibited by law from doing so, all Users agree to operate under a standardized operational procedure as prescribed by Lake Zurich and the Lake County ETSB. Day-to-day operational issues will be addressed by the Lake Zurich Deputy Chief of Police, or in his absence, the Communications Director. Procedures to address operational issues will be developed by the Lake Zurich Police Department. It is expressly understood that Lake Zurich is responsible for the management of Dispatch personnel.

Section 9. Enforcement.

The Parties hereto may, in law or in equity, by suit, action, mandamus, or any other proceeding including without limitation specific performance, enforce or compel the performance of this Agreement; provided, however, that each Recipient agrees that is shall not seek, and does not under any circumstances have the right to seek, to recover any judgment for monetary damages against Lake Zurich or any Lake Zurich elected or appointed officials, agents, representatives, attorneys, or employees on account of the negotiation, execution, performance, or breach of any of the terms or conditions of this Agreement, except only against Lake Zurich in the event of a willful and malicious

failure and refusal by Lake Zurich to provide Dispatch Services in accordance with the terms of this Agreement. In the event of a judicial proceeding brought by any of the Parties to this Agreement against another Party for enforcement or for breach of any provision of this Agreement, the prevailing party in such judicial proceeding shall be entitled to reimbursement from the unsuccessful Party of all costs and expenses, including reasonable attorneys' fees, incurred in connection with such judicial proceeding.

Section 10. Indemnity.

~~1. Wauconda shall, and do hereby agrees to, join with the other Users in indemnifying Lake Zurich and its elected and appointed offices, officials, attorneys, employees, and hold them harmless from any claim, injury, or loss, no matter how sustained allegedly, arising out of or related in any way to the provision of, the use of, the misuse of, or the disruption or failure of Dispatch Services pursuant to this Agreement. Each Party agrees to jointly defend against any claim or action brought against any of the Parties related to Dispatch Services to the extent of such Party's relative degree of culpability. (Proposed by Wauconda) Wauconda shall defend, indemnify and hold harmless Lake Zurich, and its officers, agents and employees, from any and all liability, losses, costs, damage or expense, or injury to person or property, including reasonable attorneys' fees, arising out of the execution of this Agreement, the performance of any act pursuant to this Agreement, or the termination of this Agreement in accordance with its terms, with the exception of any liability, losses, costs, damage or expense,~~

or injury to person or property arising out of or resulting from either: (1) the sole action, negligence, malfeasance, or misfeasance of Lake Zurich, or its officers, agents and employees in the performance or non-performance of any act pursuant to the Agreement; or (2) from Lake Zurich's inability or failure to perform its obligations under this Agreement.

2. Lake Zurich shall defend, indemnify and hold harmless Wauconda, and its officers, agents and employees, from all and any liability, losses, costs, damage or expense, or injury to person or property, including reasonable attorneys' fees, arising out of or resulting from the sole action, negligence, malfeasance or misfeasance of Lake Zurich or its officers, agents or employees in the performance or non-performance of an act pursuant to this Agreement or Lake Zurich's inability or failure to perform any provisions of this Agreement.

3. The above indemnities are for the performance or omission of any act pursuant to this Agreement or the termination of this Agreement according to its terms. Any liability of one Party to the other incurred during the term of this Agreement, or any extensions hereof, shall not be extinguished.

Section 11. Appropriations.

To the extent permitted by applicable law, Lake Zurich agrees to appropriate annually such funds as may be reasonably necessary to provide Dispatch Services pursuant to this

Agreement. The Recipients agree to appropriate annually all funds necessary to make payments to Lake Zurich pursuant to this Agreement.

Section 12. Amendments; Waivers.

This Agreement and the rights created by this Agreement may not be amended, modified, or waived in any respect except by written agreement expressly referring to this Agreement and duly validly authorized, executed, and delivered by all of the Parties hereto.

Section 13. Tort Immunity.

Nothing in this Agreement shall express or imply any limitation to or waiver of the tort immunities provided to Lake Zurich or Wauconda and their respective employees, as provided by the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1, et seq.).

Section 13. Notices.

All notices and other communications in connection with this Agreement shall be in writing and shall be deemed delivered to the addressee thereof when delivered in person at the address set forth below or three business days after deposit thereof in any main or branch United States post office, certified or registered mail, return receipt requested, postage prepaid, properly addressed to the Parties, respectively, as follows:

For notices and communications to Lake Zurich:

Village Manager
Village of Lake Zurich
70 East Main Street
Lake Zurich, Illinois 60047

For notices and communications to ~~Wauconda~~Tower Lakes:

Village Administrator
Village of Wauconda
101 N. Main Street
Wauconda, IL 60084

By notice complying with the foregoing requirements of this Section 13, each Party shall have the right to change the address or addressee or both for all future notices and communications to such party, but no notice of such change of address shall be effective until actually received.

In Witness Whereof, the Parties have set their hands and affixed their seals as of
the _____ day of _____, 20165.

Village of Lake Zurich

By: _____
Village President

Attest:

Village Clerk

Village of Wauconda

By: _____
Village President

Attest:

Village Clerk

Appendix "A"

As provided in Section 4 – Payment, sub-section C, -Service Fee; the table below will identify the Service Fees to be assessed in subsequent years of this Agreement:

1. Police – Officer Initiated and Public Works Calls-for-Service

YEAR	2016	2017	2018	2019
Service Fee	<u>\$14.06</u> Subsection 4B*	\$14.34	2017 plus**	<u>2018 plus**</u>

2. Police – Complainant Initiated Calls-for-Service

YEAR	2016	2017	2018	2019
Service Fee	<u>\$19.51</u> Subsection 4B*	\$20.30	2017 plus**	<u>2018 plus**</u>

All Service Fee calculations are based on the number of Lake County Emergency Telephone System Board – Computer Aided Dispatch incidents generated in the previous calendar year applying the above Service Fee per incident.

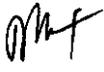
* ~~As stated in subsection 4B, the Service Fee for the First Service Period shall be \$_____ per month.~~

** The service fee for FY 2018 shall be the specified rate per Officer Initiated or Complainant Initiated Call, adjusted as agreed upon by the parties hereto, not to exceed a percentage increase equivalent to the percentage increase in personnel costs over the previous year for Lake Zurich radio dispatchers/telecommunicators; not to exceed 6% annually.

** The service fee for FY 2019 shall be the specified rate per Officer Initiated or Complainant Initiated Call, adjusted as agreed upon by the parties hereto, not to exceed a percentage increase equivalent to the percentage increase in personnel costs over the previous year for Lake Zurich radio dispatchers/telecommunicators; not to exceed 6% annually.

AGENDA SUPPLEMENT

TO: Mayor Bart and Village Board

FROM: Douglas K. Maxeiner, Village Administrator 

FOR: February 16, 2016 Regular Village Board Meeting

RE: Village Services Committee Recommendation to Consider and Approve a Special Event Policy

Background. The Village Services Committee spent a couple of meetings reviewing special events policies and procedures and is recommending the attached Special Event Policy to the Village Board. The prior policy was not clear on application timelines, the recovery of fees, and risk management requirements among others and the new policy attempts to address these shortcomings.

Analysis. The proposed policy identifies five types of special events: community events; special events; block parties; parades; and, public assemblies. Community events will require designation as such by the Village Board and are intended to increase business activity, tourism, or awareness of the Village. Special events do not require designation by the Village Board but still may require significant support services from the Village. Public assemblies are defined as a congregation or gathering of persons upon any public property for the purpose of expressing views or opinions on specific topics.

Permit applications for all events are free of charge if submitted in a timely fashion (90 days for larger events, 45 days for smaller special events, 14 days for block parties, and 48 hours for public assemblies). Application fees for community events, special events, and parades increase to \$50 if not submitted in a timely fashion. All community and special events utilizing public property are required to have a Village Liaison participate in the planning meetings.

The policy also specifies reimbursement expectations for special Village services. Community events where the Village is a secondary or co-sponsor shall require a reimbursement of 50% of the costs of special services. Special events requiring special Village services are expected to reimburse the Village for 100% of the cost of the services. The policy also includes a lake management fee of \$2 per participant for fishing tournaments.

Recommendation. Staff recommends consideration and approval of the Special Event Policy effective immediately.

Special Event Policy

Special events play a significant role in fostering a sense of community in a municipality. They also, however, may require special planning, logistics, and support services to ensure that public safety is not jeopardized and inconveniences to residents and businesses are kept to a minimum. Additionally, special events should not incur additional costs for taxpayers. As such, this policy and the subsequent application for special events is designed to encourage special events while protecting public health, safety and welfare while minimizing disruptions to all segments of the community. This process also addresses the expectations and requirements to alleviate the financial burdens for the provision of local governmental services in support of these events.

I. Definitions:

A) Types of Events:

- 1) **Community Event**: An event sponsored in whole or in part by the Village to attract people to the Village and/or increase business activity, tourism, and/or awareness within the Village. Community events shall be designated as such by resolution of the Village Board and may include Wauconda Fest, Street Dance, Holiday Walk, Memorial Day Parade, and Independence Day Celebration among others. Community Events may require the use of special Village services and must be open to the public.
- 2) **Special Event**: An event held on public or private property requiring additional municipal or governmental support services and for which the Village is not the primary sponsor. These events can be a performance, festival, celebration, carnival, fair, show, exhibit, farmer's market, athletic event, contest, pyrotechnics display, or gathering affecting the ability of public safety officials to respond to public emergencies, transportation routes, parking, and the general public health and welfare of residents, businesses, and organizations in the community. Fishing events and/or competitions on Bangs Lake shall be deemed special events. Special events with expected attendance equal to or in excess of 250 people shall be deemed a large scale special event.
- 3) **Block Party**: The closure of a neighborhood street to vehicular traffic for a limited duration (less than twelve (12) hours) to allow residents of the neighborhood to assemble for a social gathering.
- 4) **Parade**: Any march, ceremony, show, exhibition, pageant or procession of any kind, or similar display, upon public right-of-way.

- 5) **Public Assembly**: Any congregation or gathering of persons upon any public property for the purpose of expressing views or opinions on specific topics.
- B) **Event Sign**: A banner or poster used to promote a community event, special event, parade, block party, or public assembly displayed at Village designated locations or on Village owned property.
- C) **Community Organization**: A not-for-profit or governmental organization located within the corporate limits of the Village or sponsored by qualifying charitable, civic, or governmental organizations which seek to strengthen and enhance certain aspects of the community and to strengthen Wauconda's identity. To be considered a not-for-profit organization, the organization shall be registered as such with the state of Illinois.
- D) **Corporate Authorities**: The Mayor and Board of Trustees of the Village of Wauconda.
- E) **Educational Entity**: Any state, regional, local, religious, or private educational entity with a physical facility located within the Village limits of the Village of Wauconda.
- F) **Event Manager**: The person acting on behalf of the event sponsor or the permittee to manage and coordinate the special event.
- G) **Governmental Entity**: Means any federal, state or unit of local government providing services to residents of the Village of Wauconda.
- H) **Normal Course of Operation**: The basic activity and/or purpose of any governmental, educational, religious, or not-for-profit organization and shall not include special events or other activity not normally associated with such entity or organization.
- I) **Permit**: Means a non-transferable permit issued by the Village to hold a community event, special event, parade, block party, or public assembly in the Village after an adequate review by Village officials. Permits are not auto-renewing and require a new application for each event (unless a series of events were approved by a single permit – e.g., cruise nights, farmers markets, etc).
- J) **Permittee**: Any person or organization that has been issued a permit.
- K) **Private Entertainment Event**: Means events of a temporary nature intended for a limited number of attendees or exclusive groups and which is not intended for the general public.

- L) **Public Property**: Any property owned by or dedicated to the Village or other governmental agency including streets, roadways, dedicated rights-of-way and waterways.
 - M) **Special Village Services**: Services provided by the Village during an event which are in addition to, above and/or beyond the respective level of such services and/or operations normally provided by the Village, which services may include, but are not limited to, any of the following: labor costs, material and equipment costs for street closures, provision of barricades, trash or recycling receptacles, special parking signs, special electrical services, special police protection details, special fire/EMS protection, or use of Village vehicles and/or equipment.
 - N) **Sponsoring Organization**: Any partnership, association, organization or corporation, including the Village, which has been issued a permit for any special event.
 - O) **Support structures**: Any temporary structures erected in connection with any community or special event, parade, block party or public assembly including but not limited to stages, scaffolding, bleachers, tents, stands, and/or booths.
 - P) **Village**: The Village of Wauconda
 - Q) **Village Administrator**: The Village Administrator, or his designee.
 - R) **Village Liaison**: The Village staff member assigned to function as the primary Village contact for an event.
- II. **Permit Application**. A permit application must be completed for every community event, special event, block party, parade, or public assembly held on public property or requiring special Village or governmental services. Such permit application shall be on a form provided by the Village Administrator's Office. The submittal of a community event, special event, block party, parade, or public assembly permit application does not imply that a permit will be issued or the event is approved.
- A) **Timing**. To allow for proper logistical planning and preparation of public safety and public works officials, applications for permits must be provided as follows:
 - 1. **Community Event**. Applications for Community Event permits shall be received not less than 90 days in advance of the start of the community event. Insurance and indemnifications paperwork supplemental to the application must be received no later than fourteen (14) days prior to the event. Failure to provide adequate insurance and indemnification information shall be grounds to deny or cancel the permit.

2. Special Event.

- a. A large scale special event (250 attendees or more) shall submit the special event permit application to the Village no less than 90 days prior to the event. Insurance and indemnification paperwork supplemental to the large scale special event application must be received no later than 14 days prior to the event. Failure to provide adequate insurance and indemnification information shall be grounds to deny or cancel the permit.
- b. Special events with expected attendance of less than 250 attendees shall submit the special event permit application to the Village no less than 45 days prior to the event. Insurance and indemnification paperwork supplemental to the application must be received no later than 14 days prior to the event. Failure to provide adequate insurance and indemnification information shall be grounds to deny or cancel the permit.

3. Block Parties. Block party permit requests must be received no later than 14 days prior to the event.

4. Parades. Parade permit requests must be received no later than 90 days prior to the event. Insurance and indemnification paperwork supplemental to the application must be received no later than 14 days prior to the event. Failure to provide adequate insurance and indemnification information shall be grounds to deny or cancel the permit.

5. Public Assemblies. Public assembly permit requests must be received no later than 48 hours prior to the event.

B) Application Fees

1. Community event. For events in which the Village of Wauconda is not the primary sponsor, no application fee is required if a complete application is filed 90 days prior to the start of the event. A fee of \$50 is required if the application is filed less than 90 days prior to the start of the community event or if a complete application is not filed at least 90 days prior to the start of the event regardless of permit approval or denial.
2. Special event: No application fee is required if a complete application is filed prior to the deadline (large scale 90 days; otherwise 45 days). A \$50 application fee is required if the application is filed after the application deadline regardless of permit approval or denial.

3. **Block Party.** No application fee is required for a block party if the application is filed at least 14 days prior to the start of the event. Applications submitted with less than 14 days prior to the event may be considered if staff time allows for a proper review of the event.
4. **Parade.** No application fee is required if a complete application is filed at least 90 days prior to the event. A \$50 application fee is required if the application is filed after the application deadline regardless of permit approval or denial.
5. **Public Assembly.** No application fee is required.

III. Event Planning. All community events and large scale special events held on public property must have the Village Liaison or other Village staff member on the committee or planning group for the event and involved in all aspects of planning activities.

IV. Special Village service cost reimbursement. To minimize the impact of special events on taxpayers and Village resources, special Village services including police, fire, public works and lake management services and utility costs shall be reimbursed at the following levels:

A. Community Event:

1. **Village as primary sponsor:** If the primary sponsor of the event is the Village of Wauconda, no reimbursement for special Village services is required.
2. **Village as secondary or co-sponsor:** If the Village is a co-sponsor or secondary sponsor of the event, a reimbursement of 50% of the cost of actual special Village services provided shall be required. Estimates of special Village service costs shall be provided by the Village liaison within fourteen (14) days following application submittal provided application is made prior to the application deadline. The actual reimbursement for special Village services shall not exceed the estimate unless: i) the scope of the special Village services required was not accurately provided by the applicant; ii) the scope of the special Village services changes from the initial estimate provided by the applicant; or, iii) the initial application was not filed at least 90 days prior to the event.

B. Special Event: Special Village services provided for a special event shall be reimbursed to the Village in full. Estimates of special Village service costs shall be provided by the Village Liaison within fourteen (14) days following application submittal provided application is made prior to the application deadline. The actual reimbursement for special Village services shall not exceed the estimate unless: i) the scope of the special

Village services required was not accurately provided by the applicant; ii) the scope of the special Village service changes from the initial estimate provided by the applicant; or iii) the initial application was not filed at least 45 days prior to the event (90 days for large scale events).

The Village of Wauconda requires a \$2.00 per participant lake management fee to mitigate the impacts of fishing tournaments on Bang's Lake regardless of whether the event is a "catch and release" event. Fishing tournaments sponsored by educational entities, whether local or otherwise, may be granted a waiver of this requirement at the discretion of the Village Administrator.

- C. **Block Parties:** No special Village services shall be provided for block parties.
- D. **Parades:** Special Village services provided for a parade shall be reimbursed to the Village in full unless the Village is a primary or co-sponsor of the event.
- E. **Public Assemblies:** Special Village services provided for a public assembly shall be reimbursed to the Village in full unless the Village is a primary or co-sponsor of the public assembly.

V. Use of Public Property and Street/Roadway Closures.

- A. **Not-for-profit purposes.** The use of public property and public right-of-way to conduct community events, special events, block parties, parades, and public assemblies shall only be authorized for governmental or not-for-profit purposes. The services of for-profit vendors may be secured by the not-for-profit organization or governmental agency to provide food, beverage or merchandise sales as part of the event. Financial reports detailing the revenues generated from the event and the distribution or use of the revenues may be required as part of the permit approval process. This financial report, if required, will be due within 90 days following the end of the event. Failure to submit a required financial report may result in the denial of subsequent applications submitted by the event manager, permittee, or sponsoring organization.
- B. **Authorization.** The closure of arterial or collector streets or roadways, except in the case of emergency, can only be authorized by action of the Village Board. The closure of neighborhood streets can be authorized by the Village Administrator for block parties or public assemblies. The closure of Village owned parking lots for community events, special events, parades, or public assemblies can only be authorized by the Village Board as part of the application approval process.

- C. **Emergency Access.** The closure of any street, roadway, or parking lot for a community event, special event, block party, parade, or assembly can be revoked by the Chief of Police, Chief of the Fire Protection District, or Village Administrator in the case of public emergencies. Public safety vehicles must be provided access at any time such an emergency warrants access regardless of whether the street or roadway closure has been authorized by the Village Board or Village Administrator.
- D. **Damage.** Support structures (including tents, stages, bleachers, scaffolding, etc) erected on public property or in the public right-of-way shall not damage the pavement or vegetation in any manner. The permittee shall be liable for any and all damage to the public property or public right-of-way resulting from the community event, special event, block party, parade, or public assembly.

VI. Risk Management.

- A. **Hold Harmless Agreement.** All applicants desiring to use public property for the community event, special event, parade, block party, or public assembly must sign an agreement to hold harmless and indemnify the Village and its Officers, Agents, and Employees against any loss, cost, expense, injury, damage or liability incurred by reason of any personal injury or property damage sustained by any person, caused or resulting from the issuance of a special event permit.
- B. In general, the Village requires that any community event, special event, or parade held on public property provide an original (not a photocopy) certificate of insurance listing the Village of Wauconda and Wauconda Fire Protection District as additional insureds on an insurance policy with limits of \$1,000,000 per occurrence for general liability or commercial general liability. Events that directly impact another agency's facilities may need to name that agency in the certificate of insurance as well. This certificate of insurance must be filed with the Village Liaison no later than 14 days prior to the start of the event. The Village Administrator may require the permittee to provide higher coverage limits or additional coverage(s) depending on the size and type of the event.
- C. Insurance and indemnification paperwork supplemental to the application must be received no later than 14 days prior to the event. Failure to provide adequate insurance and indemnification information shall be grounds to deny or cancel the permit.

VII. Additional Requirements.

- A. **Alcohol.** If alcohol will be served/sold at a community or special event on public property, a special event liquor license will be required. A separate application for the special event liquor license is available from the Village liaison.
- B. **Food.** If food will be served/sold at the community or special event, a license from the Lake County Health Department Environmental Health Services Division may be required. A separate application for the food service permit from Lake County is necessary. For additional details, contact Lake County at (847) 377-8020 to determine any applicable regulations or requirements.
- C. **Support structures.** The use of temporary structures, canopies, scaffolding, bleachers, stages, and tents are subject to the limitations and requirements listed in the applicable Illinois Fire Prevention Code. These requirements include inspections, use of flame-resistant fabric, regulation of location of open flame devices, heaters, and generators, use of extension cords, distances between the temporary structures, etc. These requirements should be discussed with the Fire Protection District and Building Department personnel. Temporary structures/tents must be inspected and approved by the Chief of the Wauconda Fire Protection District or his designee as part of the permit process.
- D. **Cooking/Heat Sources.** All cooking and heating appliances using a gas fuel, such as propane, shall be approved by the Fire Protection District. Depending on the type of equipment to be installed, a special mechanical permit may be required. The Building Department should be contacted to determine if a mechanical permit is required.
- E. **Fire Extinguishers.** Portable fire extinguishers, with a minimum 2A rating, are required in all booths, structures, and locations used for assembly, cooking, or if hazardous conditions exist. The extinguisher must have an attached service tag showing that it has been inspected within the previous 12 months.
- F. **Electrical Power.** All electrical work shall be performed by a licensed electrical contractor and shall be inspected by the Village Electrical inspector. The Building Department can be contacted to determine if an electrical permit is required prior to beginning any electrical work.
- G. **Raffles.** Raffles require a separate raffle permit application according to state statute. The Village Liaison can provide additional information on raffle requirements and provide a raffle application.

- H. **Chemical Toilets.** Community events or special events with expected attendance of 250 or more and lasting two hours or more may be required to provide temporary restroom facilities (chemical toilets). Community events or special events with expected attendance of less than 250 or with an expected duration of less than two hours may be required to provide chemical toilets depending on the nature and circumstances of the event at the sole discretion of the Village Administrator or his designee.
- I. **Trash.** Community events, special events, parades, and public assemblies may be required to include plans for addressing trash collection and removal.
- J. **Cleanup.** If the event is held on public property, permittees must clean and otherwise restore the event site to its pre-event condition. This includes the removal of all debris resulting from the event. The public property impacted by the event will be inspected after event and cleanup conclusion and an invoice for payment will be sent for any required cleaning that is performed by the Village. If Village cleanup of the area is necessary the invoiced amount will cover actual expenses plus a 10% administrative fee. A refundable deposit may be required. The deposit will be returned to the applicant less any costs incurred as a result of the event.
- K. **Signs.** The Village of Wauconda sign ordinance does not allow for event signs to be placed in the right-of-way without approval of the Village even on a temporary basis. If temporary signs advertising the event are desired, please include specific sign information (size, quantity, location, duration of display, etc) as part of the permit application process.
- L. **Parking.** Community events and large scale special events may require a parking plan as part of the application process.
- M. **Carnival Worker Background Checks.** The Village requires that all background information is provided for all carnival workers as part of the permit approval process. Event organizers must submit carnival worker information from the intended carnival ride vendor with sufficient time to conduct such background checks.
- N. **Noise.** The Village of Wauconda Code provides for certain limits on noise within the community. These regulations are available in section 132.26 and 132.27 of the Village Code available at www.wauconda-il.gov. If relief from noise regulations is sought, specific mention of the request is required on the application permit.

AGENDA SUPPLEMENT

TO: Mayor Bart and Village Board

FROM: Douglas K. Maxeiner, Village Administrator 

FOR: February 16, 2016 Regular Village Board Meeting

RE: Marketing Committee Recommendation on Continuation of the Downtown Cruise Night in 2016

Background. In the spring of 2014, a group of interested individuals came before the Village of Wauconda Communications Committee and presented the idea of hosting a series Village Cruise Nights as a way to showcase our Village and local businesses. The Village supported the events through street closures and minor staff support from Public Works and Administration but the financial backing was provided by private parties through event sponsorships. Some complaints from local businesses regarding inconvenienced customers were received. The businesses were told that an event overview would take place with an evaluation on whether to continue the Cruise Nights in the future with ample opportunity for business input.

In 2015, the organizing group came before the Board and gained approval for an additional four events. Per the request of the Board, feedback from the affected businesses was gathered and every effort was made to accommodate business concerns for parking, signage and providing advance notice. The Cruise Night Committee was able to secure sponsorships that covered the cost of BGV Motorsports (event manager), Public Works and all promotional advertising.

Analysis. Based on attendance, the event was a success ending with a total registered car count of 557 in September with a range of 500-2000 attendees per event. Registration data pulled from the management company shows representation from three states, ten counties, and seventy-two municipalities.

The concerns of the downtown businesses remain, however, primarily with regard to parking, congestion, and safety in addition to closing Main Street during regular business hours making it difficult for patrons to reach businesses. Additionally, the September event is problematic due to the impact on school traffic and buses. Administrative Assistant Homola has gathered considerable feedback from Main Street businesses and is continuing to collect additional data which will be shared with the Board Tuesday evening.

The Cruise Night Committee is requesting that the Village Board approve the closure of Main Street to allow for the continuation of the event for four nights in the 2016 season and that the event continue on Main Street. As was the case in 2015, the events will take place on the third Tuesday of the month in June, July, August, and September. However, the Committee is respectfully requesting that the Village Board consider moving the September Board meeting to Monday, September 19th to provide for additional parking (Village Hall), less congestion and the opportunity for Board members to attend. The Committee has also determined to request that Cruise Nights remain a special event as defined in the new Special Event Policy which would require reimbursement for special Village services provided.

Recommendation. The Cruise Night Committee is requesting that the Village Board approve the closure of Main Street on June 21st, July 19th, August 16th, and September 20th to allow the 2016 Wauconda Cruise Night events to take place on Main Street and to allow the committee to continue planning efforts as a special event.

AGENDA SUPPLEMENT

TO: Mayor Bart and Village Board

FROM: Douglas K. Maxeiner, Village Administrator

FOR: February 16, 2016 Regular Village Board Meeting

RE: Chamber of Commerce Farmer's Market Committee Request for the Closure of Main Street on Thursdays from 2:00 to 8:00 PM Beginning June 23rd and Ending September 8th for the Farmers Market Series for 2016

Background. On October 13, 2015, representatives of the Wauconda Area Chamber of Commerce Farmer's Market Committee (FMC) appeared before the Village Services Committee to request the relocation of the Farmer's Market to the Municipal lot for the 2016 year. The main concern with keeping it on Main Street was safety and the problems caused by detouring traffic due to the closure of Main Street. Several business owners were in attendance opposed to the proposal and to the Farmer's Market in general (minutes attached). The recommendation from the meeting was that the FMC meet with the Main Street businesses about the proposal and their concerns and report back to the Village Services Committee.

The Wauconda Area Chamber of Commerce Farmer's Market Committee appeared before the Village Services Committee on February 2nd to report back on the findings of the Main Street business survey regarding the Farmer's Market. Portions of the presentation provided at that meeting are included as attachments. In addition, the FMC modified their proposal to keep the event on Main Street with some changes to the layout and number of events. The FMC is proposing holding Main Street Farmer's Markets on Thursday's from June 23rd to September 8th. Four additional markets will be held elsewhere beginning September 15th through October 6th. The location is still being determined. The requested closure of Main Street would start an hour later than last year (2:00 PM) and would reopen at 8:00 PM.

Analysis. Based on the information provided by the Chamber of Commerce, 14 of the 21 businesses surveyed liked the market while three responded negatively (survey response summary attached). Four of the 21 surveyed did not respond directly to the question. Several suggestions were received on how to minimize the negative impacts or improve the market. Per the FMC, the vast majority of the suggestions have been implemented in the plans for 2016. With the concern as to how the Main Street closure affects school

traffic, cutting the schedule short (last date on September 8th) will minimize these conflicts. There remain those businesses opposed to the closure of Main Street for the event. Administrative Assistant Homola has gathered considerable feedback from Main Street businesses on this and other issues and is continuing to collect additional data which will be shared with the Board Tuesday evening.

The request from the FMC is to allow the closure of Main Street on Thursdays from 2:00 to 8:00 PM from June 23rd to September 8th.

Recommendation. The FMC is requesting that the Village Board approve the closure of Main Street on Thursdays from 2:00 to 8:00 PM starting June 23rd until September 8th to facilitate the Farmers Market series for 2016.



**VILLAGE OF WAUCONDA
VILLAGE SERVICES COMMITTEE MEETING**

Tuesday, October 13, 2015

5:30 pm

Village Hall Conference Room

101 N. Main Street

Meeting Minutes

1. **Call to Order** – Deputy Chairman Barbini called the meeting to order at 5:30 PM. Committee members in attendance were Deputy Chairman Barbini and Trustee Black. Chairman Arnswald absent. Also in attendance were Trustees Howe and Starkey as well as Village Administrator Maxeiner, Director Fink, Superintendent Pryde, and Administrative Assistant Homola. Guests at the meeting were Ed Lochmayer and Mark Knigge from the Wauconda Area Chamber of Commerce Farmers Market Committee.
2. **Public Comment** – Deputy Chairman Barbini stated that it appeared that most people in attendance were there for agenda items and they would be given an opportunity to speak on these specific items. There was no one seeking to speak on non-agenda items.
3. **Items for Discussion:**
 - a. The first item was a proposal from the Farmer’s Market Committee of the Wauconda Area Chamber of Commerce to relocate the Farmer’s Market to the Municipal Parking Lot for the 2016 season. Alise Homola provided details on the current format of the Farmer’s Market and outlined the proposal to move it to the Municipal Parking Lot. Deputy Chairman Barbini asked about the problems associated with having it on Main Street as is the current practice.

Ed Lochmayer stated that the major concern with keeping it on Main Street is safety. Detouring traffic, particularly trucks and school buses, is the primary concern. The detour route also acts as a barrier for any event expansion opportunities. If the event were to move off of Main Street, it would eliminate the headache of having to close Main Street and detour traffic and would provide more opportunities for vendors. He stated that the

Farmer's Market Committee has discussed this issue at length and would like to pursue moving the weekly event to the Municipal Lot.

Trustee Starkey inquired about the committee and the goal of the farmer's market. She also asked if the goal had changed from the original purpose of having the farmer's market? Ed Lochmayer stated that the original goal was to bring people to Main Street. The event has evolved into more of a social event which generates funds for the Chamber. In response to Trustee Howe's question, Ed Lochmayer stated that the event raises approximately \$7,000 annually for the Chamber.

Trustee Howe clarified that the request is to use the Municipal Lot. He inquired about the not-for-profit status of the Chamber? There did not appear to be an answer available to the question from those in attendance. Deputy Chairman Barbini asked about electricity needs and if the parking lot has the infrastructure necessary? Ed Lochmayer stated that it is close. Only one vendor draws power and the light bases have two receptacles that can be used. Deputy Chairman Barbini asked about vendor parking. The response was that it will be first come, first served. Trustee Howe asked about the sufficiency of on-street parking. The response was that Maple has on-street parking on both sides, Mill Street has it on one side, there are 13-14 spaces on Main between Mill and Bangs, along with the available spaces at the Village Hall lot. Trustee Starkey stated that she doesn't know how she feels about moving the event and displacing parking. She stated that the event does impact businesses from 1:00 to 5:00 PM. She continued that she doesn't want to do away with the Farmer's Market but it hasn't generated traffic for her business from her perspective.

At this point, Deputy Chairman Barbini recognized Andrew Mansur of Frank's Karma Café. Mr. Mansur questioned how many folks this event was drawing. He stated that businesses on Main are adversely affected by the event. He suggested that the popularity of Farmer's Markets have crested and are now declining with only the larger markets succeeding. He requested that Wauconda keep the downtown area open for business.

Sean Hayden owns a building at the southwest corner of Bangs and Main. He stated that he has problems with parking and access for his patrons and tenants on days when the Farmer's Market and Cruise Night take place calling the events "a pain in the neck." He is concerned about the safety of the students in the dance studio. Cruise Nights are even worse. He shared the opinion that he would like to see the Farmer's Market continue but that it is not advantageous for the business community to block off Main Street for a weekly Farmer's Market. Access to businesses are critical and the detours in place for the event are not clear. He stated that he sees close calls (near misses) all the time. He suggested that Park District property may be a better alternative.

Other Main Street business owners contributed their comments as well stating that restricting access to limited parking is not working. They stated that they are not

opposed to shutting down Main Street for the Holiday Walk but that 16 weeks, every week is too much. Other suggestions reiterated that they felt the park district offered a better alternative. They suggested that the Chamber sit down with the business owners to identify a solution.

Mark Knigge from the Farmers Market Committee suggested that parking is always the overriding issue. There is a shortage of parking downtown. He opined that the Farmer's Market is an interesting, integral part of summer activities and if you put the event in a remote corner, it is not going to be successful.

Trustee Howe stated that there appear to be two overriding issues with this request: 1) the lack of dialogue between the Chamber and the business owners and 2) the location of the Farmer's Markets. He suggested that having this item on the agenda this evening was perhaps premature. He feels that the event is disruptive but, feels the question should be is the market providing a net positive to the Village.

Mark Knigge asked if the Farmer's Market Committee need to convene a meeting with business owners on Main Street. The consensus of the committee and other trustees in attendance was yes.

Trustee Black stated that he is aware of the issues caused by the blocking of Main Street for the Farmer's Market and Cruise Night events. He stated that he wasn't sure that empirical evidence of the net additions or detriments could be gathered. It is his observation that the events do bring people downtown and he felt that it is a positive reflection on the community. If the events were moved off Main Street, would that benefit the businesses? He opined that putting the Farmer's Market in a remote corner is not going to benefit the community and would not show off the assets of the Village.

Deputy Chairman Barbini added that economic development is a challenge and a balancing act in attracting and retaining businesses. In his opinion, the best course of action is to have the Chamber invite the Main Street businesses to meet and identify alternative days, times and locations. Trustee Howe suggested that he knew 95% of the people that attend the events. In his opinion, this is not drawing new people to Wauconda. He concurred with the proposal to have the Chamber sit down with the Main Street merchants.

It was the consensus of the Village Services Committee to encourage the Chamber of Commerce to meet with the Main Street businesses and report back to the committee prior to acting on the proposal to move the Farmer's Market.

- b. Alise Homola outlined the topic of the special event permit application review process and the shortcomings of the present process. The timing of the submittals is getting too short forcing staff into a reactive mode rather than a proactive one. She stated that the

fee structure should be reviewed and consistency applied to all events. The insurance provisions and indemnification need to be looked at and addressed.

Deputy Chairman Barbini suggested that staff put together some recommendations on the applications and policies for a future agenda item.

4. New Business – Deputy Chairman Barbini stated that there did not appear to be any new business which was confirmed by the trustees in attendance.
5. Adjournment – Deputy Chairman Barbini adjourned the meeting at 6:40 PM.

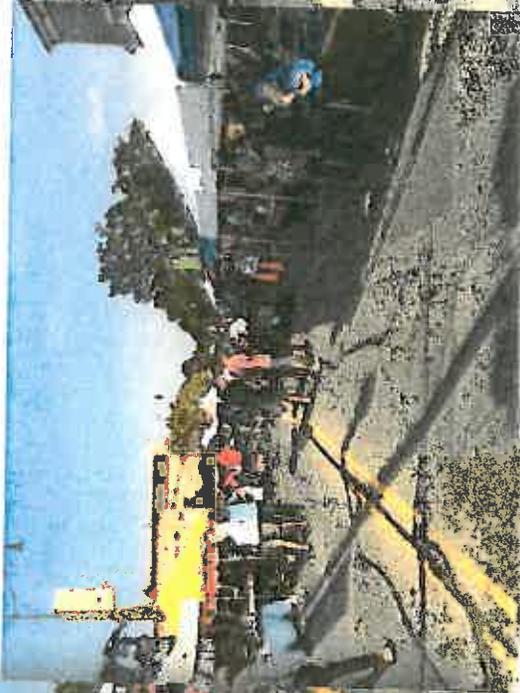
Submitted by:

A handwritten signature in black ink, appearing to read 'D. K. My', is written over a horizontal line.

Village Administrator



Wauconda Farmers' Market



2015



2016 Farmers Market "Team"

Mark Knigge : Committee Chairman / Market Manager
Maria Weisbruch : Committee co-Chair / Events Coordinator
Ed Lochmayer : Committee co- Chair / Vendor Coordinator
Joe Nichele: Music / Entertainment Coordinator
Bill Glade : Ass't Vendor Coordinator

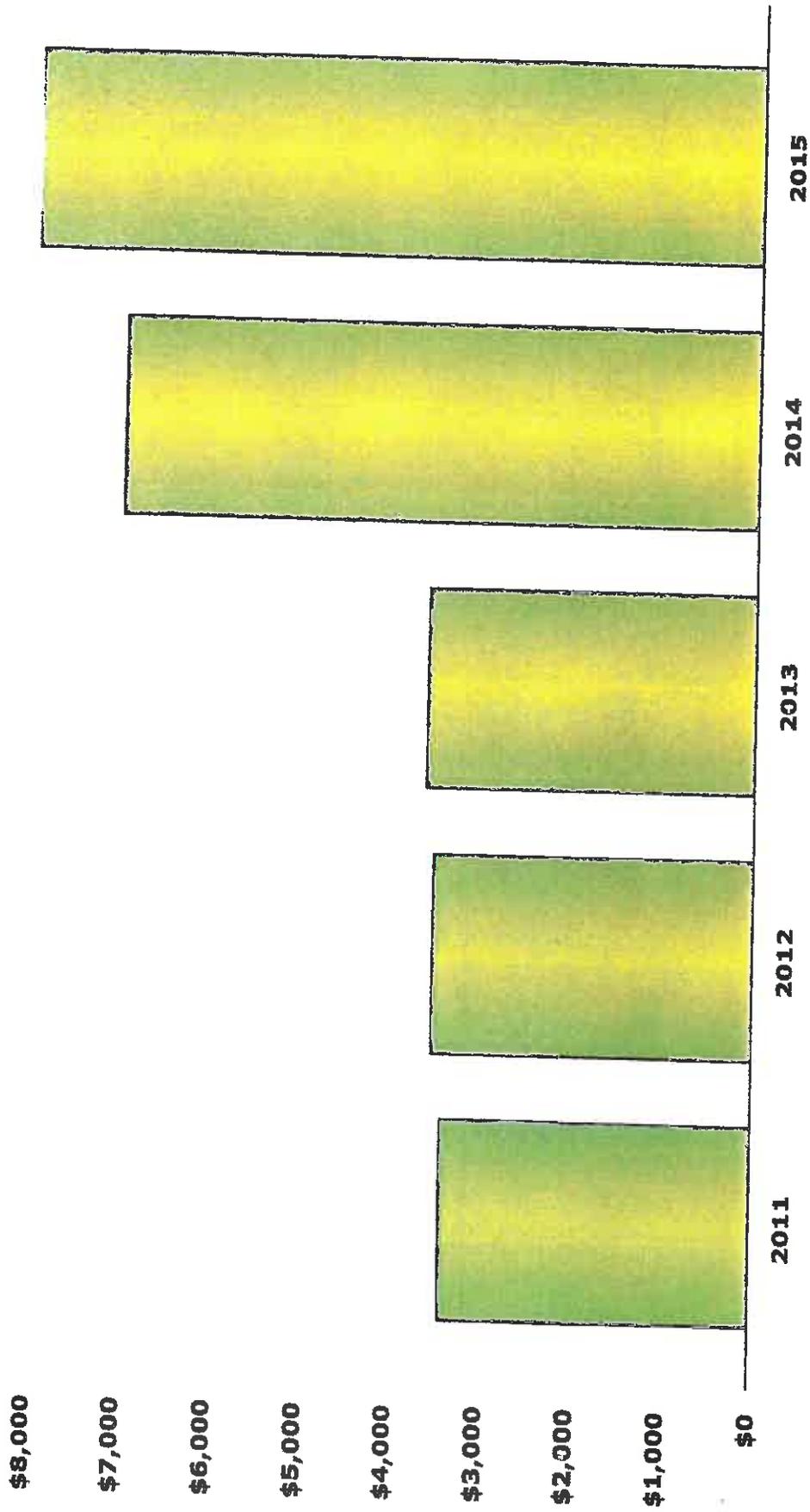
Team Support Group:

Jill Ryan
Linda Costoff
Diane Bicknase

2015 Farmers Market Vendor Breakdown

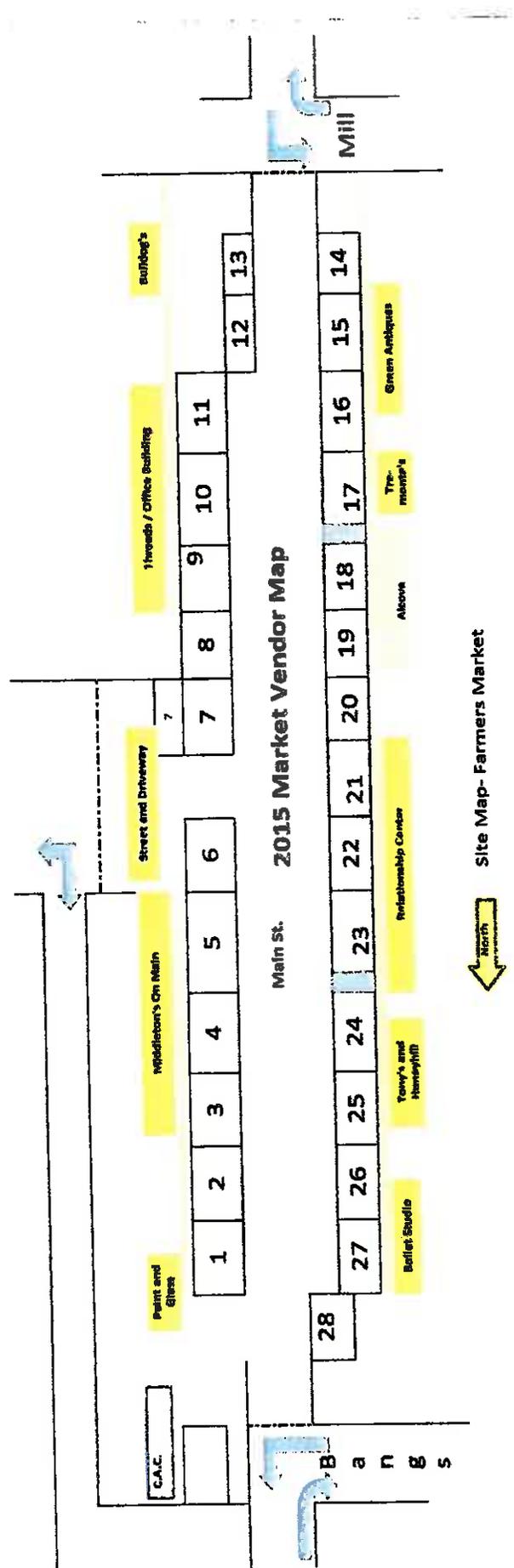
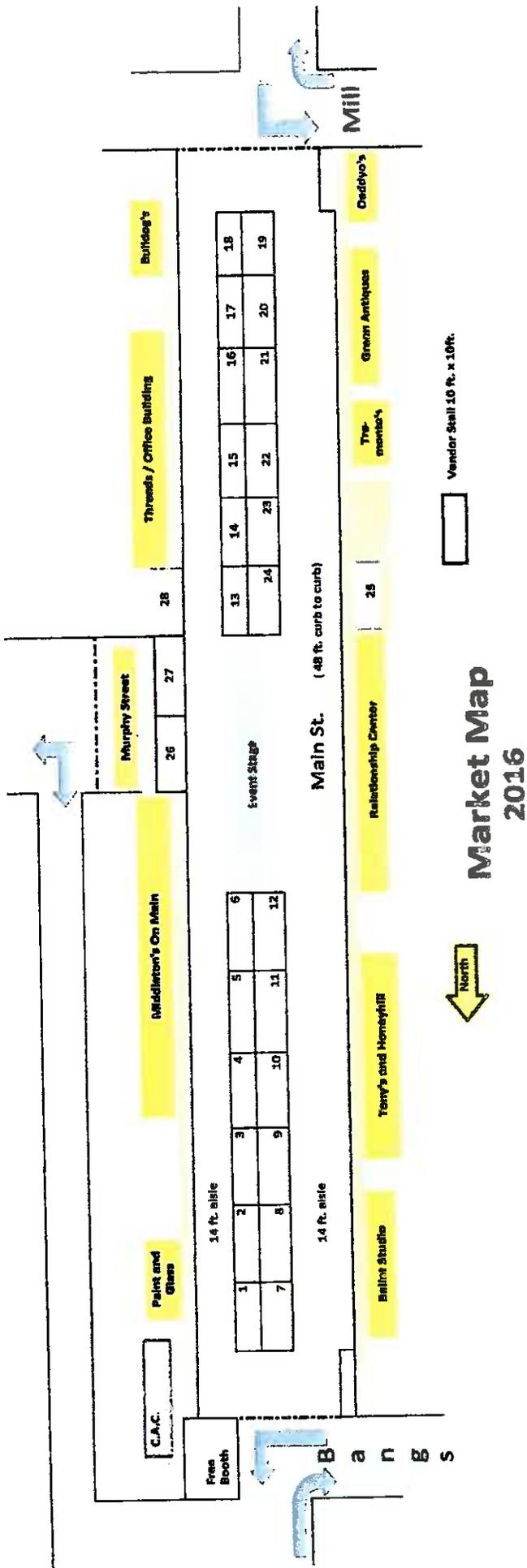
	Wauconda	Antioch	Lake Zurich	Wadsworth	Libertyville
Farmers	6	4	3	5	9
Crafters	3	2	0	3	0
Baked Goods and Food Products	4	5	8	4	15
Direct Marketing	5	0	2	1	0
Food Sales	5	0	6	0	3
Soliciting / Marketing	3	0	2	0	0
Product Sales	3	1	3	1	2
Events / Demo's / Music Totals	2	2	5	0	3
	31	14	29	14	32

How do we compare to similar size Markets in our area, in 2015

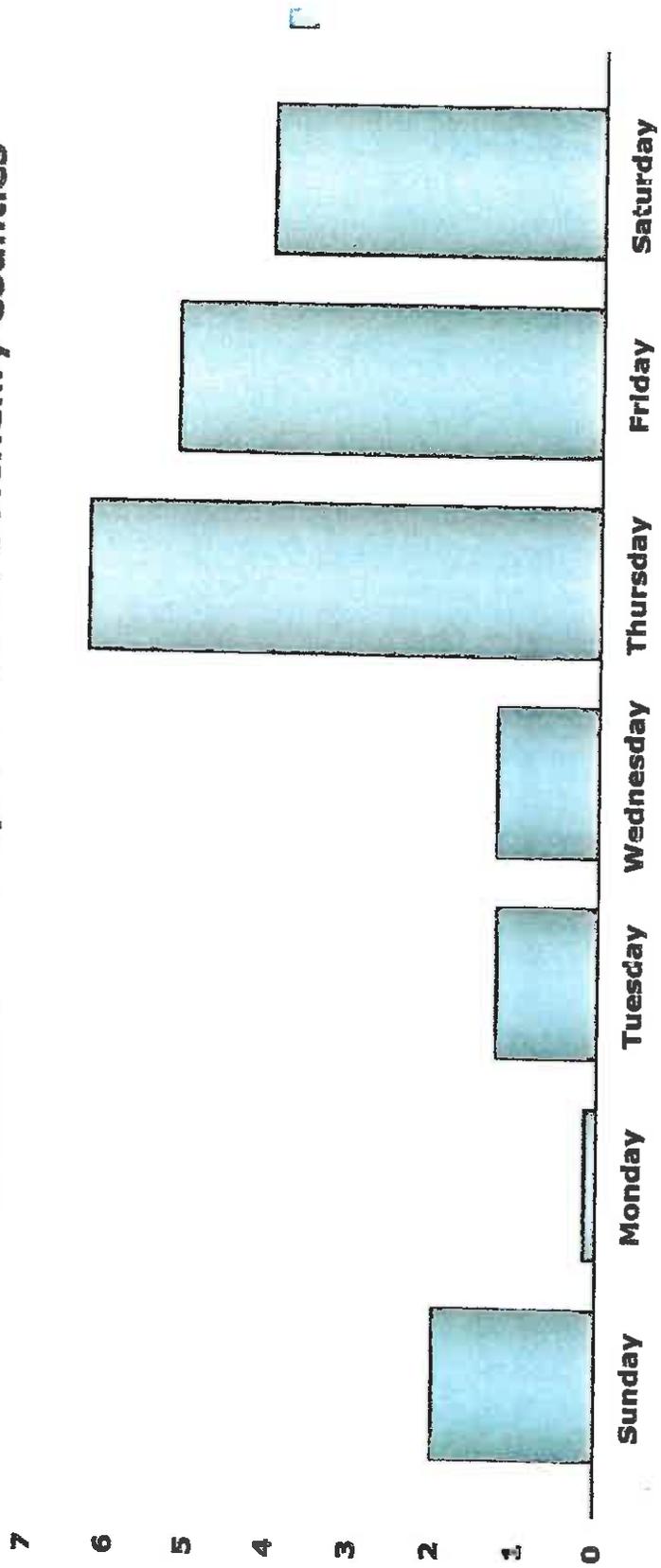


2015 included a reinvestment for the future of the Market: new Signage

Profitability Comparison



Current Market Days in Lake and McHenry Counties



Enhancements for 2016

- ✓ **Close Main Street at 2pm instead of 1pm**
(Survey shows that this is sufficient time for vendor set up)
- ✓ **Monitored remote vendor parking**
(Vendors will not be able to utilize the municipal lot for parking)
- ✓ **Lindy's will advertise Farmers Market Parking at their lot.**
- ✓ **Vendor booths to face towards Main Street Businesses on both sides**
(Improves business exposure)
- ✓ **Encouragement of Sidewalk Sales by all Main Street Businesses**
(Along with advertisement of free Chamber Booth availability)
- ✓ **Shorten market year on Main Street by one month (Main St. dates 6/23 - 9/8)**
- ✓ **Utilize Private Lot for a Farmers (Producers only) Market (9/15 to 10/6)**
- ✓ **Increased Marketing (Market the Market)**
(Weekly community events and consistent advertising)
- ✓ **Limit the number of Non- Producers to a percentage of the Market**
(Non- producer, ie: Wildtree, Juice Plus, crafters)
- ✓ **Conduct Market Assessment using Dot Survey / Headcount**
- ✓ **Research LINK cards and Senior Bus visits to the Market (3pm to 4pm?)**
- ✓ **Encourage Cross Marketing between the Market & local Businesses**

Planned Community Events 2016

- 6/23: Countryside Nursery , Acres or Flower lady in for demonstration on perennial planting -- Main Street Outfitters Bike Check booth
- 6/30: National Hand Shake Day (Wauconda's largest Handshake day) Stars & Stripes Day (Veterans, displays)
- 7/07: Cooking Demonstration -- Father/Daughter take a Walk at the Market Day (Crafts for kids) Great time to have the Fishing expo by Friends of Bangs Lake & Wauconda Boat ☺
- 7/14: Wild West - "Best Bar B Q Cook off" local restaurants
- 7/21: Public Servants Day Police/Fire/Public Works -- Hopefully police dog display etc
- 7/28: Pirates & Princess Day (tie in with fundraiser) one of the most popular events
- 8/04: Cooking demonstration -- Clown Week -- jugglers, balloons, etc
- 8/11: Wauconda Historical Society -- Farmers Market Week (get extra local farmers in to thank)
- 8/18: Back to School Pet Parade
- 8/25: Second Hand Wardrobe Day -- Good Will/Thrift Shop Showcase -- Special Craft Fair with recycled items and Swalco booth for knowledge on recycling, composting, etc.
- 9/01: Cooking demonstration Heritage Day (Spanish, Polish Community)
- 9/08: Art on Main Auction -- Street Wide Baggo Tournament
- 9/15: Line Dance Week (Dance Party young & old) -- draw folks to new site
- 9/22: Oktoberfest
- 9/29: Pumpkin Painting For Kids
- 10/6: Cooking Demonstration (Fall Cooking & Canning)

WEEKLY KID'S CORNER SPONSORED BY LOCAL BUSINESSES, CHARITIES, THE LIBRARY, ETC.

Main Street Business Farmer's Market Survey 2015 Year

Business	Do you like the market?	Do you participate e - how?	Would you participate in sidewalk sales during the market?	What would you like to see added to the market	What suggestions do you have for improvement for your business?	What suggestions do you have for improvement for you as a community member?	Questions - Comments
1	Yes - more variety	Yes - shop it	Great idea but couldn't participate because of confidentiality	Businesses highlighted - i.e. special Bulldog burger, etc			Love the Farmers Market - more variety for musicians
2	Yes	yes - bench auction & gives (fruits :)	No, but he thinks that's a great idea	Happy with everything but more variety is always good	Helps his business, perhaps have vendors back to back on one side of street to support better business exposure		Loves the events that bring people downtown. Hears stories a lot that people talk about how we always have something going on. He supports anything that brings people to Main Street. Sees and realizes the inherent value.
3	No			I think we have a good mix - possibly more vendors with fresh produce	Bring more business to downtown - it doesn't because of the street closure. She saw a lift in sales when only one side of the street was closed. Move the event to Cook or Osage Park. Downtown businesses really don't cater to a Farmers Market Crowd.		I think that is shows how our community works together and is supportive of each other
4	Yes	Yes as celebrity griller	Yes - puts clothing outside already	Fruits, Veggies, not crafts more organic choices	Get more & different people in attendance to bring in shoppers		Street Dance & Farmers Market are feel good events for the town, would like to see market moved off Main Street
5	Yes	No	No - nothing to offer outside	veggies, not just one food vendor, flowers - too many nick nacks	Isn't much foot traffic for her business - move farther down but not enough vendors		
6	Yes	Yes - help set up tent & volunteered - some shopping done right	Might crowd the sidewalk if not done right	More farm produce, vendors some stuff is cheesy	Make clear the options to participate us to more people would expose normally see our business. Need more parking!		Love events and small town appeal, do a better job of drawing more people.
7	No	No	Yes, depends Good idea - probably wouldn't participate	More food			MORE PARKING
8	Yes	Yes - I shop it					Love the popcorn

14/21 Businesses surveyed liked the market
 3/21 Businesses surveyed did not like the market
 4/21 Businesses did not answer
 Most suggested improvements utilized in final plan

Main Street Business Farmer's Market Survey 2015 Year

Business	Do you like the market?	Do you participate in sidewalk sales during the market?	Would you participate in sidewalk sales during the market?	What would you like to see added to the market?	What suggestions do you have for improvement for your business?	What suggestions do you have for improvement for you as a community member?	Questions - Comments
9	Yes	Yes - shop it	No - but would encourage that	Cheese, variety, farmers produce (not a flea market)	Don't shut down street - have vendors down one side from 176 to 178		Gets hot on east side of street, heard attendance is low, do a chili cook off, cooking demonstrations, pony & camel rides, more events, Define purpose (community event, feed healthy help farmers?) Visit other markets to compare
10	No	No	Good idea but he has expensive things - concern with kids in store	More vegetables, more affordable, less crafts	Receives zero business Prefer somewhere else - no street closure Waucondafest grounds	People may come back (Inherent value)?	
11	No	No		More local fresh produce - not enough farmers	Let people walk out with wristbands to drink - spread it out		Day of by 2-3 beers but are disappointed by market
12	Yes	Yes	Yes	more produce	Putting a table out helps		More vendor variety, more events, would bring more people
13		Yes - feed Harms for food exchange	Maybe	flowers, cheese, knife sharpener	90% of their business is not Wauconda - don't close the street - navigation problem - move to park district - don't close street		don't close street
14	Yes	Yes - stays open	Yes would participate	can always use more vendors	move back to one side of street back to back - need more parking	perhaps a shuttle	See inherent value - cruise night is financially better.
15	Yes	Yes - bought candles	Yes would participate		Place a sign at Lindya street advertising patron parking		can I split a booth - Ed call
16	Yes	Yes	N/A but would host a booth				Think the market is great, would participate in events, cooking demos, etc.
17	Yes	Yes	Yes		Open sidewalks & drives - get more businesses to participate, more cross marketing	Give more reason to go in stores - more brick & mortar involvement	Definitely sees the inherent value. The market has created a consistent reason to visit Main Street. I have been on Main since 1994 ish as a business owner - back then vacancy rate was very high. Parking was not a problem, there were no customers or popular businesses. The Farmers Market & events that followed revitalized Main Street.

14/21 Businesses surveyed liked the market
 3/21 Businesses surveyed did not like the market
 4/21 Businesses did not answer
 Most suggested improvements utilized in final plan

Main Street Business Farmer's Market Survey 2015 Year

Do you like the Business market?	Do you participate in how?	Would you participate in sidewalk sales during the market?	What would you like to see added to the market	What suggestions do you have for improvement for your business?	What suggestions do you have for improvement for you as a community member?	Questions - Comments
18	No	NO	More Local farmers/Produce	Don't close street, have it on a Sunday. Stop once school starts, face booths towards businesses - he sees the same people every week. He believes attendance is low.		Not a fan of the Chamber solely because of the Rodeo - he has a very difficult time supporting them because of this. Old School, cruelty to animals. He also does not expect everything to benefit him and his business.
19	No	No	less crafters	Don't close the street. Move to a park		Weekdays are very inconvenient - Unloading and loading entitlement that needs to be policed. Would prefer it to not close Main Street. Hope consideration of the businesses is taken into account.
20	Yes	Yes - samples	More farmers less crafters	Getting more attraction towards my business		Will be in the second year of collecting data to see what the impact is of the market to my business.
21	Yes likes the idea of the Farmers Market	Probably not but windows advertise upcoming events				Farmers Market doesn't impact them because they are not open. Understands both the pros and cons of his business neighbors.

14/21 Businesses surveyed liked the market
 3/21 Businesses surveyed did not like the market
 4/21 Businesses did not answer
 Most suggested improvements utilized in final plan

Business	Keep Date the 2pm Same? ok?	Set up time to time	Venue Acceptable?	Enough Variation of Vendor Offerings	How many markets do you participate in?	How does our Market compare in attendance?	How successful was your booth (1-10)	Comments
Cashmore Farm	Yes	Yes	Yes	Yes	All of them!	Fair to Good	7	Happy with the market, date and time - had idea to change date/times
Famous Franks	No start 2nd week in June	Yes - not too much early business	Best location in Wauconda	Need more farmers - natural items - better entertainment - need variety of vendors - fudge, treats, etc	5	Poor	4	Fee is too high for market return - this is a \$125 market not \$250
My Flavor It	Saturday morning would be a nice try	Yes	Moving to a side street may be easier, less pressure to pack up quickly	More fruit/veggie stands and food options. Not enough variation		we've seen more attendance at other markets		Events brought more business (dog event) Not enough traffic for them.
Harms Farm	Yes	Not enough set up time	Absolutely LOVE it.	Yes		So many spread out markets - personally think Wauconda efforts on events help improve your market.	8	Weather issues this year. Personally think Thursdays are better than Saturday.
Mixed Bag 1/2 yr	Yes	Not enough set up time	Venue is fine	There is a lot of variety	Just this one	N/A		2nd week of October is so dark
Urban Kettle	Yes	Yes but he would still arrive at the same time	Main Street defines the market in Wauconda	More Veggie, music is the same just different artist	Many markets, this is the most successful	My most successful market but with more attendance would be even better		The strength of what Wauconda offers as an everyday community needs to shine more - more events, better vendors.
Sentsy	Yes	No - no one to help me	Yes	Yes	1	n/a	10	
Apple Holler	Yes	Yes	Yes	Yes there is a wide variety of offerings	30	blank		blank
Farmers Verbal comment at year end party								Loves our market - will not be going back to Lake Zurich Market due to low attendance
Cheese People verbal								Very successful year at our market

Vendor Survey

AGENDA SUPPLEMENT

TO: Mayor Bart and Village Board

FROM: Douglas K. Maxeiner, Village Administrator

FOR: February 16, 2016 Regular Village Board Meeting 

RE: Amendment of the Fund Balance Reserve Policy for the General and Water/Sewer Funds in the Village of Wauconda

Background. Currently, the Village has a stated reserve policy for the General Fund of three month's revenues. There is no reserve policy in place for the Water/Sewer Fund. At the recommendation of interim, part-time Finance Director Helgerson, staff is proposing that three months (25%) of the annual operating expenditures are held in reserve for both the General and Water/Sewer Funds.

Analysis. Historically, revenues for the Village's General Fund have been reasonably stable with only minor fluctuations from year-to-year. The debate in Springfield over the Local Government Distributive Fund (LGDF) shared revenues this past year has exposed the vulnerability of basing the reserve policy on revenues. Significant reductions in shared revenues would reduce the reserve requirement at a time when a strong reserve is needed most. In addition, since capital projects can typically be deferred for short periods without affecting operations, basing the reserve policy on budgeted operating expenditures, including debt service, should be sufficient to maintain operations for a 90-day period in the event of a disruption in revenues.

The Water/Sewer Fund does not currently have a reserve policy. A 25% operating reserve, based on operating expenses including debt service, will allow the Fund to continue to operate for a period of time in the event of a disruption in cash flows.

Staff is also recommending that reserves held in the General and Water/Sewer Funds in excess of the stated reserves are transferred to the capital project funds associated with the respective General and Water/Sewer Funds.

Recommendation. Staff recommends discussion of the revised reserve policy requiring reserves equal to three-months of operating expenditures in both the General and Water/Sewer Funds.