

## ANNUAL REPORT

### VILLAGE OF KILDEER

2007-2008

#### Major Actions/Events

1. Mandated proof of BASSET training for all persons who serve or sell liquor.
2. Reconstructed East Cuba Rd. bridge
3. Authorized participation in the Illinois Municipal Retirement Fund
4. Considered Harlem Irving development of Kemper Lakes (since withdrawn)
5. Amended the Lake County Sewer Service Agreement to include Rand Rd. properties up to Plum Grove Rd.
6. Established new provisions for payment of Kemper Lakes population impact fees
7. Regulated cable/video providers
8. Approved Maple Hill subdivision preliminary and final plats
9. Adopted a three year Strategic Plan
10. Appointed the firm of Eder-Casella to provide accounting/financial services
11. Approved an Automated Traffic Light Enforcement program
12. Approved the ability for commercial districts to hold two sidewalk sales per year
13. Adopted the Illinois Smoke Free Act
14. Renewed the Deer Park Intergovernmental Agreement to provide police services
15. Conducted a Special Census of the northern portion of the Village of Kildeer
16. Granted preliminary PUD approval for 5/3 Bank at the Quentin/Rt. 12 intersection
17. Provided for Administrative Adjudication for various violations
18. Reorganized/clarified the balance sheet and various funds
19. Annexed the property at the NW corner of Rt. 12/Plum Grove Rd.; Granted preliminary PUD approval for the Kildeer Marketplace
20. Granted a Special Use Permit for Jimmy John's at the Quentin Collection

#### Other Actions/Events

1. Awarded service pins to: Officers Mike Bratko, Mike Hoover & Justin Rundall – 5 yrs  
Records Supervisor Debbie Laurino – 15 yrs.
2. Resolved Rt. 22 access profile issues at Providence and Foxtail
3. Reduced LOC for The Sanctuary Club
4. Created a Joint Operations Committee (with Lake Zurich & Hawthorn Woods police departments) for a rapid deployment training program
5. Appointed Administrator Schreiber as the Village's IMRF agent
6. Determined keep existing ordinance provisions re: vicious dogs
7. Tabled the request of Concorde Banquets for a tent structure
8. Supported Timmy Skladzian's Eagle Scout project at the sports field
9. Acknowledged the Tall Oaks subdivisions amendments to their covenants
10. Created a Finance subcommittee to the Board Committee-of-the-Whole
11. Established a permanent date (4<sup>th</sup> Tuesday of the month) for a continued committee night, if

needed

12. Amended the Personnel Policy and Procedures manual
13. Reviewed the “cluster” provisions of the PUD Ordinance and determined to make no changes
14. Accepted the improvements in the Prairie Creek subdivision
15. Received a \$47,000 grant for GIS/mapping
16. Passed a 2007 levy for \$725,000
17. Updated the fine structure
18. Extended the preliminary approval for the Heidner (Rt. 12 Quentin) PUD to 7/08
19. Heard residents protest to the Board’s concept consideration of closing West Cuba Rd.
20. Informed of the Lake County Forest Preserve’s purchase of the proposed
21. Cherrywood Estates (Kemper 5) subdivision at Rt. 22/South Krueger Rd.  
(There will be no subdivision; the property will remain open space)
22. Approved a Luxury Home Tour at The Sanctuary Club 9/08
23. Approved the ability of Trustees to participate in a meeting via phone under certain conditions
24. Reviewed provisions for residential signage (i.e. real estate signs)
25. Established a resident Communications advisory committee
26. Established a resident Community Events advisory committee; currently working on planning a 50<sup>th</sup> Anniversary party in September
27. Received detailed information on the Emerald Ash Borer
28. Reduced The Enclave subdivision Letter of Credit
29. Began review of the waste hauling contract
30. Began testing of a push system of website updates
31. Employee of the Quarter awarded to: 2007 2<sup>nd</sup> - Sgt. Allen Barron  
3<sup>rd</sup> - Officer Bill Kukla  
4<sup>th</sup> - All Village Employees  
2008 1<sup>st</sup> - not awarded  
(Chief Lilly honored for his contributions to census process)

### **On-Going Matters**

1. Participation in SWALCO; Trustee Black as Delegate; Trustees Stratman and Taborek as Alternates.
2. Support of Omni Youth Services program; Sgt. Zujewski as KPD representative
3. Participation with Lake County Municipal League
4. Support of Kildeer Clean-up Weekend.
5. Continuation of upgrade and update of Village website ([www.kildeervillage.com](http://www.kildeervillage.com))
6. Cooperation w/ fire districts and school districts re: impact of future development
7. Membership in the Lake Zurich Area Chamber of Commerce; Administrator Schreiber’s participation as a director-at-large
8. Participated with Lake County Animal Control service contract.
9. Participation on SMC’s Des Plaines Watershed Board (DPW Holmes)

10. Selective Traffic Enforcement Program (STEP).
11. Long range planning activities re: Rt. 12 development.
  - A. Citgo property
  - B. Metro Self Storage
  - C. Churchill property
  - D. Rt 12 – Shops at Kildeer to Kildeer Marketplace
12. Investigation of solutions to traffic concerns (Long Grove Rd./ W. Cuba Rd./E. Cuba Rd./internal Village streets
13. Review of various area wide drainage concerns
14. Facilitation of IDOT's 4-lane improvement of Route 22
16. Facilitation of IDOT/LCDOT improvement of Rt. 12/Quentin Rd. intersection
17. Participation in Lake County Major Crimes Task Force – Detective Lambie
18. Mosquito abatement program.
19. KPD participation in Cops for Kids - Big Brother/Big Sister bowl-a-thon
20. Review of Concorde Banquet request for patio/tent/landscape structure
21. Payment in full of Kemper Lakes population impact fees
22. Held KPD Annual Halloween Open House
23. Restriction conditions for Quentin Rd. access from the Citgo station
25. Relocation of LCDoT proposed bike path at the Quentin/Rand intersection
26. Participation in Pet Parade
27. Review of commercial development potential on Churchill property at Rt. 12/West Cuba
28. Discussion of provisions of Kildeer/Lake Zurich Intergovernmental Agreement with regards to the NW and SW corners of Rt. 22/Quentin Rd.
29. Review of burning provisions
30. Review of provisions for the parking of commercial and recreational vehicles

### **Significant Legislation (not noted elsewhere)**

#### **Zoning Ordinance Amendments**

...no change to residential signage provisions

...no change to PUD cluster provisions

#### **Subdivision Ordinance Amendments**

None

#### **Other Ordinances**

...determines prevailing wage rate

...approves levy

... controls utility construction in Village rights-of-way

...establishes a cable/video provider fee

...adopts the Illinois cable/video customer protection law

...updates fine provisions  
...amends the zoning map  
...amends provisions for completion bonds

### **Policies**

...all copies to be double sided  
...facility keys to all Board members  
...no solicitation by employees or officials; Kildeer Police Officers' Association exempt if out of uniform/on own time  
...changes in various financial fund designations

...3 months of expenditures to be maintained in "unrestricted cash reserves" by 4/30/13  
...Board packets to be delivered the Wednesday before a Board or committee meeting

### **Resolutions**

...honors outgoing Trustees Don Biciste and Gary Welch  
...honors outgoing Plan Commission chairman Bill Reifsteck and member Todd Caruso  
...reviews Executive Session minutes to determine which can be opened for public inspection  
...provides for IRS code matters re: the Illinois Municipal Retirement Fund  
...honors founding resident Sophia Trzyna  
...authorizes Motor Fuel Tax funding of the 2007 road program

### **Proclamations**

...Fire Prevention Week

### **Building Code Amendments**

None

### **Variances**

None

### **Officials/Personnel**

	Outgoing	Incoming
Trustee	Gary Welch	Vern Scacci
Trustee	Don Biciste	Nandia Black
Plan Commission Chairman	Bill Reifsteck	Don Koser
Plan Commission Member	Don Koser	Gary Welch
Plan Commission Member	Todd Caruso	Ralph Liberatore
Kildeer Police Pension Board	Clay Brown	Don Biciste
Kildeer Police Pension Board	Joe Burke	Bill Kukla
Patrol Officer	Andrew Weber	Dwight Arrowood
Treasurer	Meme Wurtel	Lauri Schreiber

Collector	Lauri Schreiber	Kendra Nichols
Patrol Officer	Suzan Jackson	none

**Census** YR 2000 3460 population; 1077 residences  
 Special Census 2007 4178 population; n/a “

**Financial Matters**

2006 Assessment: \$311, 593,625 a 9.74% increase  
 Tax Rate \$ .196 a 3.2% decrease  
 Extension \$592,028 a 6.38% increase  
 2007 Levy: \$725,000

2007/08	BUDGET	ACTUAL (cash basis)
General Fund		
Revenue	4,236,430	4,228,660
Expenditures		
Administration	438,270	390,493
Police - KPD	1,845,762	1,848,007
Police Contract/DP	1,303,637	1,303,637
Public Works	466,704	639,126
Village Facility	310,987	269,372
EMA	8,300	7,291
Unbudgeted	<u>0</u>	<u>544,679</u>
Total	4,283,000	4,835,071

Audit for 2007/08 is in process.

**Building & Zoning Department**

...staff support to Plan Commission, Architecture Committee  
 ...2007 calendar year building permits totaling 172, including 1 residences, 10 additions and 25 alterations/remodeling, and 3 commercial

**Police Department**

- Hired Dwight Arrowood as a full time police officer (replacing Andrew Weber).
- Sgt. Barron successfully completed the Northwestern University School of Police Staff and Command.
- Chief Lilly was re-elected to the Executive Board of the Northeastern Illinois Regional Crime Laboratory as Treasurer.

- The Kildeer Police Pension Fund was established and the Kildeer Police Pension Fund Board of Directors was appointed/elected. Chairman Don Biciste, Vice-Chariman John Hofmann, Secretary Jeffrey Lilly, and Asst. Secretary William Kukla.
- Received a grant award of \$6,000 from the Village's worker's compensation carrier for use in purchasing employee safety equipment. Grant funds were used to provide high visibility/reflective outer wear and vests for all officers.
- Purchased new Ford (1) and Dodge (2) police cars for use in patrol and investigations.
- Completed a Criminal Investigations case log to determine at a glance current and closed case status.
- Completed a policy for and implemented the Connect-CTY community notification system.
- Officer Rundall successfully completed a one-week school in First Line Police Supervision.
- Successfully negotiated the renewal of the Deer Park Policing contract.
- Implemented a program for computerized tracking of vehicle and equipment maintenance and operating expenses.
- Officer Pickett successfully completed a training program in the use of laser equipped total station measuring instruments and computer aided crash diagramming software.
- Officer Pickett successfully completed Firearms Instructor School for pistols, rifles, and shotguns.
- Replaced three ageing desktop computers in investigations and patrol supervisors' office with up to date desktop computers.
- All patrol officers were trained in rapid deployment tactical training for response to "active shooter" incidents.
- Half of all officers received specialized training in the use of patrol rifles and rifles were issued to replace shotguns in squad cars.
- Commander Zujewski and Detective Burke attended a federally sponsored one-week seminar on grant writing for Law Enforcement.
- Chief Lilly and Ofc. Kukla attended the annual ILEAS conference in Springfield.
- The Kildeer Police Officer's Association sponsored the second annual Cops for Kids fundraiser for Big Brothers Big Sisters of Lake County. More than \$14,000 was raised for this charity.
- A new display table and backdrop were purchased for use in making community presentations by the Crime Prevention Officer.

**2007 Comparison of Activity (Kildeer only, Reports only)**

	<b>Dec-2007</b>	<b>YTD-2007</b>	<b>Dec-2006</b>	<b>YTD-2006</b>
<b>Criminal - Alcohol</b>		<b>2</b>		
<b>Criminal - Assault</b>		<b>2</b>		<b>1</b>
<b>Criminal - Burglary</b>		<b>8</b>		<b>1</b>
<b>Criminal - Disorderly</b>		<b>19</b>	<b>2</b>	<b>21</b>
<b>Criminal - Domestic</b>		<b>2</b>	<b>1</b>	<b>2</b>
<b>Criminal - Fraud/Larceny</b>		<b>12</b>	<b>3</b>	<b>25</b>

Criminal - Theft from Veh		6	4	10
Criminal - Vehicle Theft		2		
Criminal - Property	7	81	6	69
Criminal - Sex Offenses				5
Criminal - Traffic		135	14	206
Criminal - Vandalism	3	28	2	33
Administrative	2	17	2	8
Alarm Responses	21	304	30	288
Animal Complaints	8	89	9	91
Citizen Complaints	8	112	8	93
Disputes - Domestic	4	36	3	36
Disputes - Non-domestic	3	21	4	27
Disturbances				3
Directed Activity	33	252	28	222
Enforcement Activity	1	70	6	29
Juvenile Problems	1	21		17
Public Assists	28	279	27	267
Public Hazards	53	309	45	273
Service to Agencies	30	360	26	415
Suspicious Activity	33	275	20	256
Traffic Accidents	39	295	31	266
Traffic Incidents	5	94	6	91
Other Non-criminal	6	76	9	72
Grand Total	285	2907	286	2827

2007 Comparison of Arrests (Kildeer only)

	Dec-2007	YTD-2007	Dec-2006	YTD-2006
ALCOHOL/DRUGS		46	5	32
DISORDERLY/OTHER		14		6
ASSAULTS/BATTERY		3		3
CRIMES AGAINST PERSON		3		2
DOMESTIC		3	1	3
BURGLARY/THEFT	2	18		5
FRAUD/LARCENY		3		3
PROPERTY CRIMES		1		2
VICE/SEX OFFENSES				3
WEAPONS VIOLATION				1
ORDINANCE VIOLATION		7		7
DUI	1	50	4	70
LICENSE/INSURANCE/REGISTRATI	11	320	35	509
MOVING VIOLATION	77	1701	125	2146
NON-MOVING VIOLATION	1	137	3	126
TRUCK VIOLATION		26	6	44
OTHER TRAFFIC VIOLATION		23	3	24
Grand Total	92	2355	182	2986

## **Public Works Department**

- ...participation on SMC Des Plaines Watershed Board
- ...continuation of mosquito control program
- ...facilitation of 2007 road program: \$549,110 repair & resurfacing
- ...continued ROW restoration w/ grass seed
- ...continued implementation of intergovernmental agreement with Ela Township highway department for misc. public works services
- ...Comprehensive Drainage Report
- ...facilitation of solution to Midwest salt storage

## **Sewer Districts**

### **North Sewer District**

- ...addition of users from Prairie Creek, Meadowood, The Enclave & misc.

### **Central Sewer District**

- ...Sub-districts of Bishop's Ridge and The Ponds now combined

### **South Sewer District**

- ...additive program at the Plumwood lift station for the Long Grove Rd. transmission line

## **Village Engineer**

- ...staff support to Plan Commission re: Kemper Lakes, Churchill Property, 5/3 Bank, Kildeer Marketplace, Maple Hill & misc. matters.
- ...staff support to Plan Review Committee
- ...supervision of construction improvements in Prairie Creek
- ...supervision of construction improvements in Meadowood Estates
- ...supervision of construction improvements in Sanctuary Club
- ...supervision of construction improvements in Evergreen Pointe
- ...supervision of construction improvements in The Enclave
- ...supervision of road program
- ...investigated various drainage/flooding issues
- ...supervision/inspection of drainage program
- ...investigation and recommendation of various traffic issues
- ...SMC enforcement

## **Village Attorney**

- ...preparation of 5/3 Bank documents
- ...research re: vicious dogs
- ...review of Churchill property proposals
- ...review of VOK/VLZ Intergovernmental Agreement provisions

...review of Quentin Collection-Building K issues  
...preparation of Jimmy John's documents

### **Special Attorney**

...Kemper Lakes population impact fee matters  
...preparation of Kildeer Marketplace documentation  
...Kemper Lakes- Harlem/Irving proposal

### **Village Planner**

...staff support to Plan Commission: 5/3 Bank, Kildeer Marketplace, Kemper Lakes/Harlem Irving, Concord Banquets, Maple Hill, Churchill, Quentin/Rt.22 projects  
...staff support to Plan Review Committee

### **Plan Review Committee (PUD's)**

...Kildeer Marketplace

### **Plan Commission/Zoning Board of Appeals**

....review of 5/3 Bank  
....review of Kildeer Marketplace  
....review of Kemper Lakes/Harlem Irving  
....review of Concorde application for patio/tent/landscaping  
....review of Maple Hill subdivision  
....review of sidewalk sale provisions  
....review of Jimmy John's Special Use  
....review of Alto Fitness Special Use

### **Architecture Committee**

See Building Permits issued.

### **Police Commission**

...candidate interviews for FT officer  
...formation of eligibility list  
...processing officer dismissal

### **Liquor Commission**

...recommendation of 9 liquor license renewals  
...required proof of BASSET training

### **Kildeer Police Pension Fund Board**

...Presidential appointment of Don Biciste  
...Officer election of Bill Kukla  
...establishment of investment funds and strategy

Respectfully submitted,

Lauri Schreiber  
Village Administrator