

**WAUCONDA TOWNSHIP AND WAUCONDA TOWNSHIP HIGHWAY DEPARTMENT
DECENNIAL COMMITTEE REPORT**

I. Unit of government submitting this report:

NAME OF TOWNSHIP: WAUCONDA TOWNSHIP

Note: Any local government that levies a tax, other than a municipality or county must file this report. For Road Districts in counties with populations of less than 400,000 the highway commissioner may form a joint committee to prepare one combined report. See 50 ILCS 70/10(b-5).

II. Information about our Township

- A. We are located in Lake County. There are 18 townships in our county.
- B. The population of our Township is 23,628, as of the 2020 census.
- C. We have 5 Town employees and 3 Assessor employees (not including elected officials)
- D. We have 4 employees in our Road District (not including elected officials)
- E. Our annual budget for 2023 is \$2,686,677.00 for the Town fund and \$1,710,717.00 for the Road District.
- F. Our Township's equalized assessed valuation for 2023 is \$915,157,248.00.

III. Information about our Committee

A. Committee Members:

Township Supervisor, Chairman:	Lincoln Knight
Township Trustee:	Kevin McKernan
Township Trustee:	Mary Beth Santi
Township Trustee:	Jim Whitehead
Township Trustee:	Ed Lochmayer
Township Highway Commissioner:	Scott Weisbruch

- Coast to Coast Drug Card
- RTA Applications
- Vehicle Stickers (No Charge)
- Water Testing Kits
- Textile Recycling
- Shoe Recycling
- Notary Services
- Back-to-School Backpack Program
- Holiday Gift Basket Program
- Recycling & Shredding (2) Events
- DMV Events
- Salvation Army
- Senior Outings and Educational Events
- Senior Bingo
- SHIP Counselor for Medicare and drug plans

(Other services/programs we could possibly provide: Passports, Mental Health Assistance, Veterans programs)

V. Social Service Agreements

A. We partner with the following not-for-profits to offer social services:

<u>Entity:</u>	<u>Services Provided:</u>
A Safe Place	Aid residents with Domestic Violence/ Human trafficking
Erie Family Health	Provide medical, dental and mental health services
Lake County Extension Foundation	Education and life skills training
Little City	Developmental training and recreation
NiCasa	Substance Abuse Prevention
NiCasa Teen Court	Teen court for Youth Substance Abuse
Nisra	Recreation for Special Needs Residents
Pads	Provide shelter and training for homeless residents
St. Vincent De Paul	Provide assistance for housing, utilities and general needs
Zacharius Sexual Abuse Center	Provide aid with Sexual Abuse Victims and families
Mothers Trust Foundation	Provide immediate assistance to families in-need

B. Our residents have benefitted from these agreements in many ways, including counseling services, providing shelter, helping children, and protecting families.

VI. Intergovernmental Agreements

A. We partner with, or have Intergovernmental Agreements, with the following other Governments or agencies:

<u>Entity:</u>	<u>Services Offered:</u>
Wauconda School District 118	Lease of Cook House/ Historical Society
Wauconda/Island Lake Food Pantry	Groceries for those in need
Wauconda Township Historical Society	Preserving Township History
Wauconda Park District	Co-Hosting several senior events annually
Wauconda Library	Co-Hosting several senior events annually
County of Lake	Removing blighted homes in township

B. Our township's efficiency has increased through intergovernmental cooperation in the following ways:

- Cost savings to our residents
- Eliminating duplicate services

VII. Review of Laws, Township Policies, Township Rules and Procedures, Township Training Materials, and other Documents

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Township to evaluate our compliance and to determine if any of the foregoing should be amended.

- State laws applicable to Townships, including, but not limited to the Township Code (60 ILCS)
- Illinois Open Meetings Act (5 ILCS 120)
- Policy on Public Comment
- Designation of OMA officer (5 ILCS 120/1.05(a))
- All of elected officials have completed OMA Training (5 ILCS 120/1.05(b))
- Schedule of ALL Township Regular Meetings for Calendar of Fiscal Year (5 ILCS 120/2.03)
- Illinois Freedom of Information Act (5 ILCS 140)
- Designation of FOIA Officer (5 ILCS 140/3.5(a))
- FOIA Officer Training (5 ILCS 140/3.5(b))
- Computation and Retention of FOIA Requests (5 ILCS140/3.5 (a))
- Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))
- List of types or Categories of FOIA Records under Township's Control (5 ILCS 140/5)

- Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- IMRF Total Compensation Postings (5 ILCS 120/7.3)
- Designation of Whistleblower Auditing Official (50 ILCS 105/4.1)
- All of our Elected Officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS420/4A-101.5)
- Sexual harassment prevention training (775 ILCS 5/2-109))
- Our intergovernmental agreements
- Our Social Service Agreements or Contracts
- Our budget and financial documents
- State Ethic Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1)
- Reports on government efficiency, including “Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments” by Wendell Cox (2016); “Local Democracy and Townships in the Chicagoland Area,” by Wendell Cox, (January 2012)

VIII. What have we done well?

The township has maintained a balanced budget while planning for expected and unexpected improvements and has not raised our tax levy for many years. We take pride in the fact that we are the closest form of government to the residents. We help our residents in time of need with rent or mortgage assistance, utilities, transportation to medical appointments, grocery shopping, etc.

Wauconda Township partners with other local, county and state organizations to save taxpayers money and not duplicate services. We offer our community hall to not-for-profit organizations for meetings and events. In addition, we host recycling and shredding events and have an IGA with SWALCO for textile and shoe recycling to help our community “stay green”. Additionally, we host Blood Drives and driver’s license programs with the Secretary of State.

We also have a Back-to-School backpack program annually that provides school items that are essential for our youth. During the holidays we work with other local groups to provide gift cards and food (turkeys/ hams) to those in need. Our partnership with the Wauconda/Island Lake Food Pantry which uses part of our building serves hundreds of residents monthly.

Our Assessor’s Office has worked for many years with all entities of government that are involved with the tax cycle. The Assessor’s Office participates in the Lake County

Township Assessor's Association which promotes communication between local offices as well as the County. The Assessor's Office works together with Lake County Chief County Assessor's Office, who has taken a leadership role providing the necessary computer software to facilitate creating assessments. The use of common software equates to better assessments especially when certain areas are located in multiple Townships. Our Assessors have maintained relationships with the County's Map Department, Recorder's Office, Tax Extensions and Treasurer's Office which helps our residents with continuous professional services.

IX. What Can We Do Better or More Efficiently?

We are constantly looking for ways to improve our communication with our residents. We have recently updated our website and made it more user-friendly. We have an e-newsletter that goes out every two weeks and we also mail a hard-copy newsletter semi-annually. In addition, our staff mails out the monthly calendar of events that we are either hosting, participating in or providing the transportation to and from. However, we understand that many do not have computers and are looking for other ways to communicate with them.

X. Studies on Government Efficiencies

In preparing this report, we reviewed several studies on local government efficiency. These studies show that:

- The average local government in Illinois serves 1800 residents compared to the national median of 2850 individuals.
- Most townships in Illinois have no bonded indebtedness. Together with Road Districts they are an integral element of local democracy. Township expenditures have grown at a lower rate than those of any other level of government since 1992.
- Townships have lower labor costs and employ mostly part time employees.

XI. Our committee's recommendations regarding Increased Accountability and Efficiency:

- Continue to build on our strengths and successes.

Note: This report must be filed with your County no later than 18 months after your first committee meeting.

Submitted by: 
Chairman, Decennial Efficiency Committee of Wauconda Township

Date: *Oct. 18, 2023*

WAUCONDA TOWNSHIP ROAD DISTRICT

DECENNIAL COMMITTEE REPORT

Responsibilities of the Wauconda Township Road District

The Wauconda Road District is responsible for maintaining 31.410 miles of road in unincorporated Wauconda Township. Within these unincorporated areas the Highway department is responsible for the Right of Way. The Right of Way includes the road, ditches, driveway aprons, and some drainage easements. Right of Way widths vary and are measured from the center of the road outward to the property line.

Services include snowplowing and de-icing, pavement maintenance including patching, crack filling, shouldering, striping, tree removal and trimming, grass mowing, sign maintenance the highway department, litter pickup, dead animal removal, maintaining drainage ditches, streetlight and mailbox repair, and road bond and right of way permit issuance.

Our plowing crews include 4 full time highway employees and the highway commissioner. Our department runs a fleet of 4 large plow trucks and one smaller one ton all with liquid applying capabilities.

Because of limited budget dollars and to efficiently expend tax dollars, the highway department has intergovernmental agreements with Lake County, local municipalities, and other local townships for purchasing power, equipment sharing, shared equipment purchases, and road maintenance swap to be closer to network of roads and emergency aid.

What have we done well?

- **Administrative** - Sought and received outside funding for projects that our department could not fund internally, adopt employee policy manual, establish overweight/oversize ordinance, establish a sign maintenance program, invested in locating equipment and laser transit for storm drainage, purchased multiple pieces of equipment with other townships to share costs, updated all plow trucks to computer controllers to reduce salt usage, converted building and all streetlights to LED to save costs.
- **Road maintenance** - Purchased several skid steer attachments to do in house milling and patching, entered into agreements with LCDOT for bulk salt purchasing and roadway striping. We've also started a chipping program on the second Monday of every month May-October, and we also have free woodchips at the highway garage for residents.
- **Snow removal** - Consolidated snow routes to be more efficient and reduce salt usage. Upgraded the plow blades for better scraping, and outfitted computers/liquid on all trucks as well as rear monitoring cameras for safety.
- **Maintenance** - In house ASE certified mechanic/fabricator to allow our department to maintain vehicles and equipment for a longer useful life.

- **Staffing** - Sign up for available training to further develop our skill set, allowing our department to do more tasks in-house that would otherwise need to be contracted out.

What inefficiencies did we identify?

Our department would like to get a GIS software program to track work to be done and map out all our signs, and storm sewers. We currently have a program through ESRI, but all data needs to be added as we go.

What can we do better?

Our department is always seeking resident input for services they would like to see, and how we could implement those services.

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Submitted by: 
Chairman, Decennial Efficiency Committee of Wauconda Township

Date: Oct. 18, 2023