



LIBERTYVILLE TOWNSHIP

**Libertyville Township Road District
Decennial Committee's Report
on Local Government and Efficiency Act**

Approved August 15, 2023

Decennial Committee on Local Government and Efficiency Act

In compliance with Public Act 102-1088 and using the guidance provided in the statute, the township formed a committee, evaluated current practices, identified efficiencies, and explored opportunities for improved efficiencies. The public meetings were held on May 23, 2023, July 18, 2023, and August 15, 2023. The following report includes the committee's findings and recommendations for future consideration. It was approved and submitted by the Libertyville Township Road District Decennial Committee on Tuesday, August 15, 2023.

Respectfully submitted by:

Carol August, Trustee

Cathleen Dohrn, Trustee

Christine Feeney, Unincorporated Resident/Assessor

Anne Hansen, Clerk

Matthew Kovatch, Trustee

Marty Neal, Highway Commissioner

Kathleen O'Connor, Supervisor

Laura Rezell, Resident

Terry White, Trustee

Libertyville Township Road District 2023 Decennial Report

Libertyville Township Road District

The Road District is responsible for the construction and maintenance of the 28 miles of road in the unincorporated areas of the township. Some of the services provided include:

- Snow and ice control
- Resurfacing roads
- Repairing potholes
- Constructing and maintaining drainage
- Storm sewers and culverts
- Right-of-Way mowing
- Shoulder graveling
- Bridge repair
- Tree trimming
- Spring clean-up
- Road striping
- Crack sealing
- Issuance of right-of-way permits.

The Office of the Highway Commissioner

Highway Commissioner is an elected position that serves a 4-year term who is responsible for the oversight of the unincorporated roads in Libertyville Township. The current compensation of positions is an annual salary of \$86,950 with full benefits, Illinois Municipal Retirement Fund (IMRF), and the use of a township vehicle. The Township Supervisor serves as the Treasurer for the Road District and receives an annual stipend of \$500.

As with the township, the Road District's primary source of revenue is property taxes followed by the intergovernmental agreements and motor fuel tax revenue. Grant funding and public partnerships have been instrumental in allowing the district to effectively manage road and drainage maintenance and improvements. The road district is staffed with one non-public union full-time employee and three seasonal employees. In addition, the administrative assistant for the Supervisor's office assists the road district with a variety of administrative tasks. The Open Space staff also provides support when needed in responding to weather events.

In 2023, the road district levied approximately \$1,954,200. With a fund balance of \$635,332 and all the revenues previously listed, the district is projected to have a total revenue of \$1,830,454. The anticipated expenditures for fiscal year 2023-2024 are \$1,481,250 with most of the expenses going for engineering and road projects. The road district also levies for the following smaller funds:

- Road Social Security Fund with a levy of \$1,029
- Road Illinois Municipal Retirement Fund (IMRF) with a levy of \$5,016

- Road Insurance Fund with a levy of \$5,016

Of the dollars levied, \$862,000 will be returned using a formula based on the miles of incorporated roads within the township to the villages of Green Oaks, Libertyville, Mettawa, Mundelein, and Vernon Hills as well as the cities of Lake Forest, North Chicago, and Waukegan.

Intergovernmental Agreements

Intergovernmental Agreements have proven to be extremely helpful particularly in the management of the Road District. Currently, there are three intergovernmental agreements in place:

Village of Green Oaks – The district provides road maintenance services, stormwater management services and roadway sign/barricade services for the incorporated roads within the village. The road district is compensated for the service and is a source of revenue in the district’s budget.

Village of Libertyville – The road district provides landscape mowing, garbage collection, drainage maintenance, and snow and ice removal on Old Petersen Road. The Road District is compensated fore the service and is a source of revenue in the district’s budget.

Between the two intergovernmental agreements, Libertyville Township Road District is responsible for approximately 30 miles of additional road.

Village of Libertyville – The village is the lead public agency for the federally funded Rockland Road Bridge Reconstruction Project. The agreement states the Road District is responsible for 50% of the bridge including the costs of maintenance, engineering, and construction.

Joint Road Projects

The road district has a Joint Road Project Agreement with the villages of Libertyville, Mundelein, and Vernon Hills to achieve “economies of scale” for joint bidding on road improvement projects. This process helps control costs which allows for the completion of more projects.

Cooperative Service Agreements

Libertyville Township Road District is a member of Illinois Public Works Mutual Aid Network (IPWMAN). Founded in 2009, IPWMAN is a statewide network of public works related agencies that work cooperatively in responding to man-made or natural emergencies and disasters.

Current Practices and Recommendations for Improved Efficiency

Sharing of Resources

Due to the limited number of staff, the township offices work collaboratively whenever needed. The open space staff will assist the road district in responding to various weather events and assist with food pantry operations. The administrative assistant from the Supervisor’s office assists the road district with a variety of tasks. The willingness of elected officials and staff to

assist wherever allows the township to be flexible in responding to needs and builds a stronger sense of community.

Intergovernmental Agreements

As previously mentioned, the road district has been diligent in pursuing partnerships through joint bidding of projects and intergovernmental agreements. This approach has allowed the district to keep personnel costs down while not negatively impacting efficiency. These partnerships have been critical in the awarding of federal grants. The road district has been extremely successful in tackling larger and more expensive projects through this approach.

Consolidation and Abolishment of Townships

In the event legislation is passed to reduce the number of townships and/or eliminate township government, the services provided by the road district could be absorbed by the county or through annexation by a municipality. It is important to note that it may not result in cost savings for the taxpayers as the road district's employees are not members of a public union. In the event the road district is consolidated into the township, there will be a need for additional staff to carry out the responsibilities of the Highway Commissioner.

Summary

Over the years, Libertyville Township Road District has been reducing the number of full-time staff and utilizing seasonal staff for weather events to carry out the mandated responsibilities of the district. It has also capitalized on the benefits of the sharing of resources, participating in joint road projects and entering into intergovernmental agreements and cooperative service agreements to serve the residents of Libertyville Township in a fiscally responsible manner.