

AGENDA
COMMITTEE OF THE WHOLE MEETING
Village Hall – Board Room
Monday, February 12, 2018
Following Regular Village Board Meeting

Reasonable accommodations / auxiliary aids will be provided to enable persons with disabilities to effectively participate in any public meetings of the Board. Please contact the Village Administrative Office (847.883.8600) 48 hours in advance if you need special accommodations to attend. The Committee of the Whole will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Trustees to do so. Citizens wishing to address the Board on agenda items may speak when the agenda item is open, prior to Board discussion.

CALL TO ORDER

1.0 ROLL CALL

2.0 APPROVAL OF MINUTES

- 2.1 Acceptance of the January 22, 2018 Committee of the Whole Meeting Minutes

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

- 3.11 **PUBLIC HEARING:** Regarding a Petition by GlenStar Properties to Rezone the Property located at 90,98 and 100 Half Day Road from OC (Office Campus) to B2 (General Business District) and Granting a Special Use Permit for a Planned Unit Development with Building Height Exceptions for a Multi-Use Development with Sports and Entertainment Uses (GlenStar Properties)
- 3.12 Consideration of a Resolution Reallocating 2018 Volume Cap to the Village of Buffalo Grove, IL (Village of Lincolnshire)
- 3.13 Consideration of Economic Development Strategic Plan Update – 2018-2022 (Village of Lincolnshire)

3.2 Finance and Administration

- 3.21 **PUBLIC HEARING:** Regarding an Ordinance Making Appropriations to Defray all Necessary Expenses and Liabilities of the Village of Lincolnshire, Lake County, Illinois for the Fiscal Year 2018 (Village of Lincolnshire)
- 3.22 Consideration of an Ordinance Amending Title 1 (Administration), Chapter 8 (Village Finances), Article E of the Lincolnshire Village Code Regarding Bidding Procedures and Awarding of Contracts (Village of Lincolnshire)
- 3.23 Consideration of Adoption of Village of Lincolnshire Procurement Policy (Village of Lincolnshire)
- 3.24 Consideration of an Ordinance Amending Title 1 (Administration), Chapter 16 of the Lincolnshire Village Code Regarding the State Officials and Employees Ethics Act (Village of Lincolnshire)
- 3.25 Consideration of a Resolution Appointing a Representative and Alternate

to the Governing Board of the North Suburban Employee Benefit Cooperative (Village of Lincolnshire)

- 3.26 Consideration of a Resolution Approving Closed Session Meeting Minutes and Authorizing the Village Clerk to Make Certain Closed Session Meeting Minutes Available to the Public for Inspection Second Review – 2017 and Authorizing the Destruction of Certain Audio Recordings of Closed Session Minutes (Village of Lincolnshire)

3.3 Public Works

- 3.31 Consideration of a Request to Authorize Purchase a Tapco SMC4000 Mini-Solar Powered Message Board via the US Communities Joint Purchase Program from Traffic & Parking Control Company, Inc. (Tapco), Brown Deer, WI in an Amount not to Exceed \$18,661.80 (Village of Lincolnshire)
- 3.32 Consideration of a Contract for the Construction of the Village's 2018 Westminster Way Watermain and Roadway Rehabilitation Project with A-Lamp Concrete Contractors, Inc. of Schaumburg, Illinois in an Amount not to Exceed \$1,627,668.00 (Village of Lincolnshire)
- 3.33 Consideration of a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. For Phase 3 – Construction Observation Services for the Village's 2018 Westminster Way Watermain and Roadway Rehabilitation Project in an Amount not to Exceed \$142,495.00 (Village of Lincolnshire)
- 3.34 Consideration of a Resolution for Maintenance of Streets and Highways by Municipality under the Illinois Highway Code – January 1, 2018 to December 31, 2018 (Village of Lincolnshire)

3.4 Public Safety

- 3.41 Consideration of a Request to Authorize Purchase of Three Police Department Replacement Vehicles at a Cost of \$87,010.00 (Village of Lincolnshire)

3.5 Parks and Recreation

3.6 Judiciary and Personnel

4.0 **UNFINISHED BUSINESS**

5.0 **NEW BUSINESS**

6.0 **EXECUTIVE SESSION**

7.0 **ADJOURNMENT**



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, January 22, 2018**

Present:

Mayor Brandt	Trustee Feldman
Trustee Grujanac	Trustee Hancock
Trustee McDonough	Trustee Servi
Trustee Leider	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Finance Director/Treasurer Peterson	Public Works Director Woodbury
Chief of Police Leonas	Assistant Village Manager/Community &
Assistant Public Works Director/Village Engineer Dittrich	Economic Development Director Letendre Commander Covelli

ROLL CALL

Mayor Brandt called the meeting to order at 7:15 p.m. and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the January 8, 2018 Committee of the Whole Meeting Minutes

The minutes of the January 8, 2018 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.2 Finance and Administration

3.21 Consideration and Discussion of Potential Changes to Lincolnshire Admission Tax (Village of Lincolnshire)

Village Manager Burke provided a presentation summarizing potential changes to Lincolnshire Admission tax and review of Amusement Licensing. Village Manager Burke indicated currently, the Village is not charging tax per code to Crain's Landing Golf Course or Par King Skill Golf and noted the Comprehensive Fee Schedule needs amending should the Village Board wish to collect a tax on these types of uses. Village Manager Burke stated annual licenses are currently required for various activities, as provided in the Village Code, but the Village is only actively licensing Automated Amusements and Fireworks Displays.

Village Manage Burke noted staff has a permitting process in place with the Marriott for all of their productions as opposed to licensing the

theater use. Staff recommends clarifying theatrical license in the Code. A brief discussion regarding theatrical licensing followed.

Mayor Brandt and Trustee Leider stated the Amusement Tax and Licensing will need to be clarified regardless of whether or not increases in the admission tax are agreed upon due to the inconsistencies in applying the Code.

Mayor Brandt asked if staff has looked at what some of the other communities have done or what rate they charge for various amusements. Village Manager Burke noted a table was included in the agenda materials; however, the table simply provides information on the admission tax rate and not what types of uses are required to pay the tax.

Trustee Leider asked why Lincolnshire has a tiered approach between live theater and movie. Village Manager Burke stated he has not been able to find a record as to why there is a differential. Trustee Leider asked if it made sense to simplify and have one rate. Mayor Brandt stated she suspected this could go back to an agreement with the Marriott.

Mayor Brandt asked the Board if they would want staff to look into what surrounding communities do with movie theater amusement tax and theater. Village Attorney Simon stated not only movie theaters but the next step would be to expand the levy of the tax to participation and amusements.

Trustee Leider noted his concern is we are not compliant with the code for licensing at this time, and suggested staff pursue bringing a recommendation forward. As for the admission tax, Trustee Leider noted he does not know what is competitive in the environment. Village Manager stated staff could look into some of the other facilities in the area. Mayor Brandt asked staff to look into what surrounding area facilities do for tournaments and viewing for these events.

Trustee Servi asked if Half Day Brewing were to bring in a band, is this something the Village is considering taxing. Village Manager Burke stated if Half Day Brewing charged a ticket price, the tax could apply. Village Manager Burke noted this tax would not apply to a banquet facility because they are not charging tickets to individuals.

Trustee McDonough asked staff if the intent of the code was to charge the licensing fee annually noting the code states two different things. The facilities all have to be licensed and fill out an application to be licensed which sounds like it should be a one-time licensing and there is also a reference to an annual licensing fee and appears this is establishing two separate fees. Village Attorney Simon noted there is a general, applicable rule that applies to all the Village's business licenses that says unless the code makes it a permanent license, each license

expires at the end of the calendar year.

Trustee Feldman asked if staff goes in to check for safety. Village Manager Burke stated a Code Enforcement Inspector goes in for each liquor license renewal and amusement device licensing.

The Board provided several locations they would like staff to provide information on pertaining to admission tax.

It was the consensus of the Board to have staff provide additional information on the specifics on how the tax is applied in the communities that have the tax and report back to the Board.

3.3 Public Works

3.31 Consideration of a Professional Services Contract with RJN Group, Inc. for Design Engineering Services at a Cost not to Exceed \$99,985.00 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a professional services contract with RJN Group, Inc. for design engineering services to help the Village evaluate, test, analyze, and prioritize improvements needed to the sanitary sewer collection system.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.32 Consideration of a Request to Authorize Contract for the Construction Des Plaines River Bike Bridge Rehabilitation Project with Lakes & Rivers Contracting, Inc. of Lemont, IL in an Amount not to Exceed \$234,130.00 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a request to authorize a contract for the construction of Des Plaines River Bike Bridge Rehabilitation Project with Lakes & Rivers Contracting, Inc. of Lemont, IL. Staff reached out to twelve bidders but only two bids were received on the job. The bids came in over the engineers estimate due to the materials used to for the bridge decking and the fact that not a lot of this type of work is currently being done. Assistant Public Works Director/Village Engineer Dittrich laid out the pros and cons for the Board and recommended accepting the bid.

Trustee Feldman asked staff if they knew how much it cost to build the bridge initially noting she thought the price was high. Assistant Public Works Director/Village Engineer Dittrich stated he would look to see if he could find the cost of initial bridge construction.

Trustee Leider stated there is liability if they do not build the bridge but noted concern regarding spending this type of money on repairs.

Mayor Brandt asked if other materials have been researched for use. Assistant Public Works Director/Village Engineer Dittrich stated timber would be the most economical. Most bridges today are built with a concrete deck but the frame of the bridge in question was not designed to hold concrete.

Trustee Leider asked what the original budget was for the bridge repairs. Assistant Public Works Director/Village Engineer Dittrich stated the original budget amount for the repairs was \$199,000 which included the construction engineering which is the next agenda item.

Assistant Public Works Director/Village Engineer Dittrich stated another option would be to adjust quantities and re-bid for a portion of the bridge. The Board noted concern about making the repairs piece-meal which could ultimately drive the costs even more and result in repeated closures of the bridge.

Trustees Leider and Grujanac asked how fast this would need to be addressed since the bridge would need to be closed down for the repairs and wanted to know if the bridge was currently safe to use. Assistant Public Works Director/Village Engineer Dittrich stated the bridge can handle the pedestrian traffic but there are boards on the bridge that are popping off. Public Works Director Woodbury noted in the past years there has been incidents where pedestrians have had accidents due to the popping boards. Staff has experienced several calls over the past few years about concern that the bridge is shifting.

Mayor Brandt asked if there was grant money available for the bridge repairs. Assistant Public Works Director/Village Engineer Dittrich stated there is no grant money available for the bridge repairs.

Trustee Grujanac noted concern with not performing the repairs since there has already been injuries associated with the bridge.

Trustee Leider asked where the additional money would come from to pay for the bridge repairs since this amount is over budget. Assistant Public Works Director/Village Engineer suggested taking the money from Balzer Park Development tennis court resurfacing project funds may be an option. Village Manager Burke reiterated the Balzer Park tennis court resurfacing is an \$80,000 project that has been discussed to possibly be delayed from the current year.

Trustee Leider noted concern with the Engineers Estimate compared to the bid amount and asked why they differed so much. Public Works Director Woodbury noted the Engineer who estimated the cost is a bridge Engineer in which staff would most likely not use in the future as a result of the price differential.

Village Manager Burke noted the cost of the installation of the long, pedestrian bridge in the downtown project was \$228,000 in 2013 and

the smaller bridge was \$76,000 and neither of these are wood bridges.

A conversation regarding replacing the bridge with different materials followed.

Trustee Leider stated he is not in favor of putting this on the consent agenda without knowing where the additional funds would be coming from to pay for the bridge repairs. Public Works Director Woodbury noted staff would look at all the Capital Projects and come back with a recommendation at the next Board Meeting.

A conversation regarding some of the expenditures for the current year along with Balzer Park tennis court repairs were briefly discussed.

It was the consensus of the Board to defer this project until staff receives other Capitol Project bids to see if there are cost savings for other bids to put towards this project.

3.33 Consideration of a Professional Service Contract with HLR Engineering for Des Plaines River Bike Bridge Rehabilitation Construction Engineering Services at a Cost not to Exceed \$26,434.00 (Village of Lincolnshire)

Trustee Grujanac asked if this was the engineer that bid the bridge inaccurately. Assistant Public Works Director/Village Engineer Dittrich stated it is the engineer who estimated the bridge project too low but he would still recommend approval of the contract knowing their expertise as far as bridge construction.

Trustee Leider asked for clarification regarding the Engineers Estimate noting concern that the bid price received was way off. Village Manager Burke stated HLR did the assessment and evaluation of the bridge and the design of what the improvements need to be to restore the bridge.

It was the consensus of the Board to defer this project until staff receives other Capitol Project bids to see if there are cost savings for other bids to put towards this project.

3.34 Discussion of Proposed 2018 Bike Path Resurfacing Locations (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of the proposed 2018 bike path resurfacing locations in order to get Board feedback. The focus would be the Riverwoods Road path; the section from Route 22 south versus Route 22 north due to the condition of the path in that area and the fact there are two active construction projects in the north in which the contractor involved will reconstruct portions of the path in these areas.

Trustee Feldman asked how long it has been since the path south of

Route 22 has been re-done. Assistant Public Works Director/Village Engineer Dittrich stated he has no record of any of these paths being resurfaced.

It was the consensus of the Board to bid out the project as staff has recommended and bring the bid back to the Board for consideration.

3.35 Consideration of an Ordinance Amending Title 4 (Health and Sanitation), Chapter 2 (Environmental Control) of the Village of Lincolnshire Municipal Code (Village of Lincolnshire)

Public Works Director Woodbury provided a summary of a proposed Ordinance amending Title 4 Chapter 2 of the code to change the notification requirements for property owners within 250' of the boundaries of a controlled burn area; specifically the certified mailing receipt requirements. Public Works Director Woodbury noted 15 communities were surveyed and none required certified mailings for controlled burns. Staff recommends door knockers and flyers to replace certified mailings to satisfy burn notification requirements.

Village Manger Burke noted this is not only a contractor driven request but staff has had many Homeowners Associations, who manage open space, make the same request. Residents have also called stating they have not received notification due to having to pick up a certified mail at the post office and timing of the burn.

Trustee Leider suggested schools be notified in writing if the burn was to take place within a certain distance from their locations. Public Works Director Woodbury stated all the schools are notified when there is a prescribed burn. Trustee Leider suggested clarifying this process in the code.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.4 Public Safety

3.5 Parks and Recreation

3.51 Consideration of Recommendation to Waive Competitive Bid Process and Authorize a Contract with MUSCO Lighting, Oskaloosa, IA for Replacement of 228 Metal Halide Light Fixtures as North Park Athletic Complex-1025 Riverwoods Road (Village of Lincolnshire)

Public Works Director Woodbury provided a summary of the request to waive the competitive bid process and authorize a contract with MUSCO Lighting, Oskaloosa, IA for replacement of 228 metal halide light fixtures as North Park Athletic Complex to include a 10-year warranty for all poles. Public Works Director Woodbury noted currently,

the Village pays an annual control link service fee of \$2,125 to MUSCO Lighting in which lights at North Park can be turned on and off remotely. This agreement would also include 10 years of this control link service for \$10,625.

Trustee Feldman asked if staff felt the 10-year warranty was adequate. Public Works Director Woodbury stated 10 years is really what the expected life span of the lamps are and felt the 10-year warranty period was adequate.

Village Attorney Simon asked who performs the service for the contractor. Public Works Director Woodbury stated MUSCO would send someone from Iowa to service the lights as has been their practice in the past.

Trustee McDonough asked for clarification regarding the fees. Public Works Director Woodbury stated the fee is a 10-year warranty for the fixtures plus the service fees of \$35,000; then there is a \$27,800 fee to re-lamp all units for a total of \$62,800. Trustee McDonough asked what portion of the contract would be due this year and what portion would be due annually. Public Works Director Woodbury stated it can be paid in lump sum or be paid off for 10 years or 10 payments of \$3,500 which would cover the cost of the warranty and the control service.

A conversation regarding payment schedule and warranty followed.

It was the consensus of the Board to revise the recommendation to pay up front for the re-lamping, then pay the service agreements and warranty over 10 years and place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.6 Judiciary and Personnel

4.0 UNFINISHED BUSINESS

5.0 NEW BUSINESS

6.0 EXECUTIVE SESSION

7.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Feldman seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:55 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk

**REQUEST FOR BOARD ACTION
Committee of the Whole
February 12, 2018**

Subject: Multi-Use Development Proposal with Sports, Entertainment, Restaurant and Hotel Uses - 90, 98 and 100 Half Day Road

Action Requested: **Public Hearing** Regarding a Petition by GlenStar Properties to Rezone the Property Located at 90, 98 and 100 Half Day Road from OC (Office Campus) to B2 (General Business District) and Grant a Special Use Permit for a Planned Unit Development with Building Height Exceptions for a Multi-Use Development with Sports and Entertainment Uses (GlenStar Properties – Medline Site)

Originated By/Contact: Tonya Zozulya, Economic Development Coordinator
Department of Community & Economic Development

Referred To: Village Board

Background:

- GlenStar Properties, a Chicago-based development and investment company, seeks to rezone the Medline property from O C - Office Campus to B2- General Business District and obtain a Special Use permit for a Planned Unit Development (PUD) for a multi-use development with building height exceptions.
- On December 11, 2017, the Village Board conducted a preliminary evaluation regarding GlenStar Properties' request to rezone and create a Planned Unit Development for the Medline property for the construction of Topgolf and St James entertainment and recreation facilities. At that meeting the Village Board referred the request to the Architectural Review Board for design review (see attached meeting minutes). During the preliminary evaluation meeting, the Village Board inquired about proposed uses, sound and other operational considerations. The developer agreed to address these concerns in subsequent stages of the approval process and once formal development plans were prepared for review.
- Since the December 11th meeting, the petitioner continued discussions with Topgolf and St James, as well as with Medline, regarding the purchase and redevelopment of the property. The developer indicates Topgolf expects to acquire a portion of the site in the next 30 days. GlenStar's contractual obligations with Medline require the developer focus their immediate efforts on the rezoning and PUD approvals rather than seeking specific development approvals for Topgolf and St James.
- The request before the Village Board does not include approval of specific development plans or uses. GlenStar Properties does not have development plans and related required documentation for the Village's consideration at this time. Once such plans are available,



the petitioner will be required to request a Major PUD amendment for the specific uses proposed for the site. The Major PUD Amendment process requires Village Board review of preliminary and final development plans, as well as Architectural Review Board review and recommendation. All Major PUD amendments require a formal public hearing process with notification to adjacent residents within a 250' of the property.

- The Medline property currently consists of three 2 & 3-story office buildings (plus a facilities maintenance building) situated on a dense wooded lot with detention areas (see attached current site plan from the listing brochure). The property was developed and annexed into the Village in phases in the 1970's and 1980's. The two western buildings were most recently used by Hewitt & Associates for their corporate headquarters before Hewitt's merger with Aon and subsequent relocation. One of the western buildings currently houses an Aon Hewitt data center with approximately 10 employees. The third office building is located adjacent to the Tollway.
- In January 2015, Medline Industries acquired the property for a new corporate headquarters to accommodate their growth. In 2015, at Medline's request, the Village reviewed and approved a code change eliminating the Planned Development Zoning District which was the zoning designation for this property only since the early 1980's and replaced it with the current Office Campus zoning designation. Major changes to the zoning regulations for the site when the Village Board considered Medline's request to amend the Zoning Code from Planned Development Zoning District to Office Campus include:
 - Increasing the allowable building height from two stories to five stories in the Office Campus Zoning District.
- In October 2015, Medline announced they would not be moving forward with their plans for this location and proceeded to purchase the former Kraft Heinz site in Northfield which was available for immediate occupancy. In early 2016, Medline listed the property for sale. Since 2016, staff has met with several developers interested in acquiring the property for a variety of uses, including corporate headquarters, retail/mixed use, senior housing, apartments, a media production center and office. During the course of these meetings, staff repeatedly heard potential buyers express concerns regarding an underperforming office market in the Chicago suburbs. Given the limited demand for office development, Medline representatives broadened the marketing of the property to a wider variety of uses including retail, entertainment, and grocery.

Public Hearing Regarding Rezoning and a Special Use for a Planned Unit Development with Building Height Exceptions:

Rezoning

- Petitioner requests rezoning from OC Office Campus to B2 General Business.
- Surrounding uses include:
 - To the north and west: A 111-acre unincorporated Florsheim property which may be available for sale and development in the future (zoned Estate in Lake County).
 - To the east: Tri-State I-94 Tollway (no zoning).
 - To the south: Homewood Suites Hotel (zoned B2 PUD) and the Wood Creek Courts residential development (zoned R3 Single-Family Residential PUD).

- The current Office Campus zoning designation is suitable for a planned office campus only as a primary use and does not allow Planned Unit Developments. Therefore, the petitioner requests rezoning to B2 General Business to accommodate the mix of proposed uses. The intent of the B2 zoning per the Village Zoning Code is as follows: “The intent of the B2 District is to accommodate those uses which require substantial land area, are major travel destinations, require substantial support parking and draw their clientele or employees from the regional market. Often times such uses require a high degree of access and roadside visibility or exposure from major thoroughfares.”
- The proposed recreational and entertainment uses are permitted in the B2 District, and no code changes are required. The nearest properties with the B2 zoning designation are the Homewood Suites Hotel and CDW Center, both located off the Tollway.

Special Use for a Planned Unit Development with Building Height Exceptions

- The petitioner seeks a Special Use for a Planned Unit Development, consisting of the following uses:
 - *Golf Facility*: public and private recreation facility; restaurants, excluding live entertainment, and general retail.
 - *Large Full-Service 24/7 Sports, Health and Fitness Facility*: public and private recreation facility; day spa, with massage services; restaurant, excluding live entertainment; general retail, sports and entertainment uses and physician’s office incidental to the recreation use.
 - *Restaurant*, excluding live entertainment.
 - *Hotel*.
- Petitioner seeks the following height exceptions in the B2 District as part of the PUD request:
 - *Golf facility*: height increase from the maximum permitted 42’ to 60’ for the building and 175’ for the netting.
 - *Sports, Health & Fitness facility*: height increase from the maximum permitted 42’ to 72’3” for the building.
- The Comprehensive Plan indicates the recommended land use classification for this property is “Professional Office” (see attached). The plan contemplates preservation of existing wetlands along Half Day Road and landscape buffers along the west side of the property to minimize negative impacts on adjacent properties.
- The petitioner will provide further information regarding the proposed uses and how they intend to mitigate potential negative impacts on surrounding properties at the February 12th Public Hearing. Based on the concept plan provided for the December 11th meeting (see attached), the nearest house to the west and north, along Old Mill Road, is approximately 2,000’-2,200’ from the proposed buildings. The nearest house to the south, along Abbotsford Drive, is approximately 400’ from the proposed St James building and 900’ from the proposed Topgolf building. The nearest house in Wood Creek Courts is approximately 600’ from the proposed St James building and 900’ from the proposed Topgolf building. As shown on the conceptual site plan, the parking facilities for the development would be built approximately 200’ from the south property line, buffered along the Half Day Road frontage by wetlands and detention areas.

- The petitioner provided responses to the attached rezoning and PUD standards. The Village Board is requested to review and find the responses satisfactorily meet the standards in order to recommend approval.
- A notice of the public hearing was provided in the January 26, 2018 edition of the Daily Herald and to adjacent property owners within a 250' radius of the property, as required by Code (see attached).
- Attached is a draft ordinance, prepared by the Village Attorney regarding the rezoning and PUD requests. The ordinance authorizes a rezoning and permits the schedule of uses, described above. It states the rezoning and PUD approvals will expire within a year of ordinance signing if the developer fails to purchase the property, causing the zoning designation to revert to Office Campus.

Resident Public Comments:

The Village has received written comments and concerns regarding the proposed development, specifically Topgolf, from 17 residents of Wood Creek Courts, Sutton Place and other residential subdivisions to the south and west. Both the developer and staff have met and spoken with concerned residents. Main concerns expressed include negative impacts on traffic/congestion, incidents, commercialization, lighting, sound, alcohol service, tree removal, property values, neighborhood character and municipal services. Some residents stated they are not opposed to Topgolf and site development in general but are opposed to the proposed uses in this location. Staff shares the same questions and concerns has communicated them to the petitioner who will be required to address them in a future public hearing at the Village Board prior to obtaining any development approvals for specific uses.

Business Community Public Comments:

The Village has received correspondence from Van Vlissingen & Company, Lincolnshire Corporate Center's property owner and landlord, in support of the request (see attached). The petitioner provided attached letters of support from Zebra, Sysmex, Marriott Resort, Adlai E. Stevenson High School, Lake County Partners and Visit Lake County. Half Day Brewing restaurant has also stated its support for the development.

Review & Approval Process:

If the rezoning and a Special Use for a PUD is approved by the Village Board as part of the current request, the developer of each new use/building would be required to come back to the Village for a Major Amendment to the PUD approving the development of each new use. Any Major Amendment, by Code, involves a Public Hearing at the Village Board. In addition, all development requests will require review of the Village's internal Development Review Team regarding fire access, circulation, traffic and other items as well as review and recommendation by the Architectural Review Board regarding site layout, parking lot design, lighting, landscape screening and signage. Attached is a flow chart detailing the anticipated approval process.

Preliminary Discussion of Development Incentives

As indicated in the attached cover letter, the developer is interested in beginning discussions with the Village Board regarding the Board's level of openness to providing development incentives for the property, specifically a sales-tax sharing agreement. They will be prepared to make a formal request, outlining the purpose, parameters and justification for public incentives at a future date.

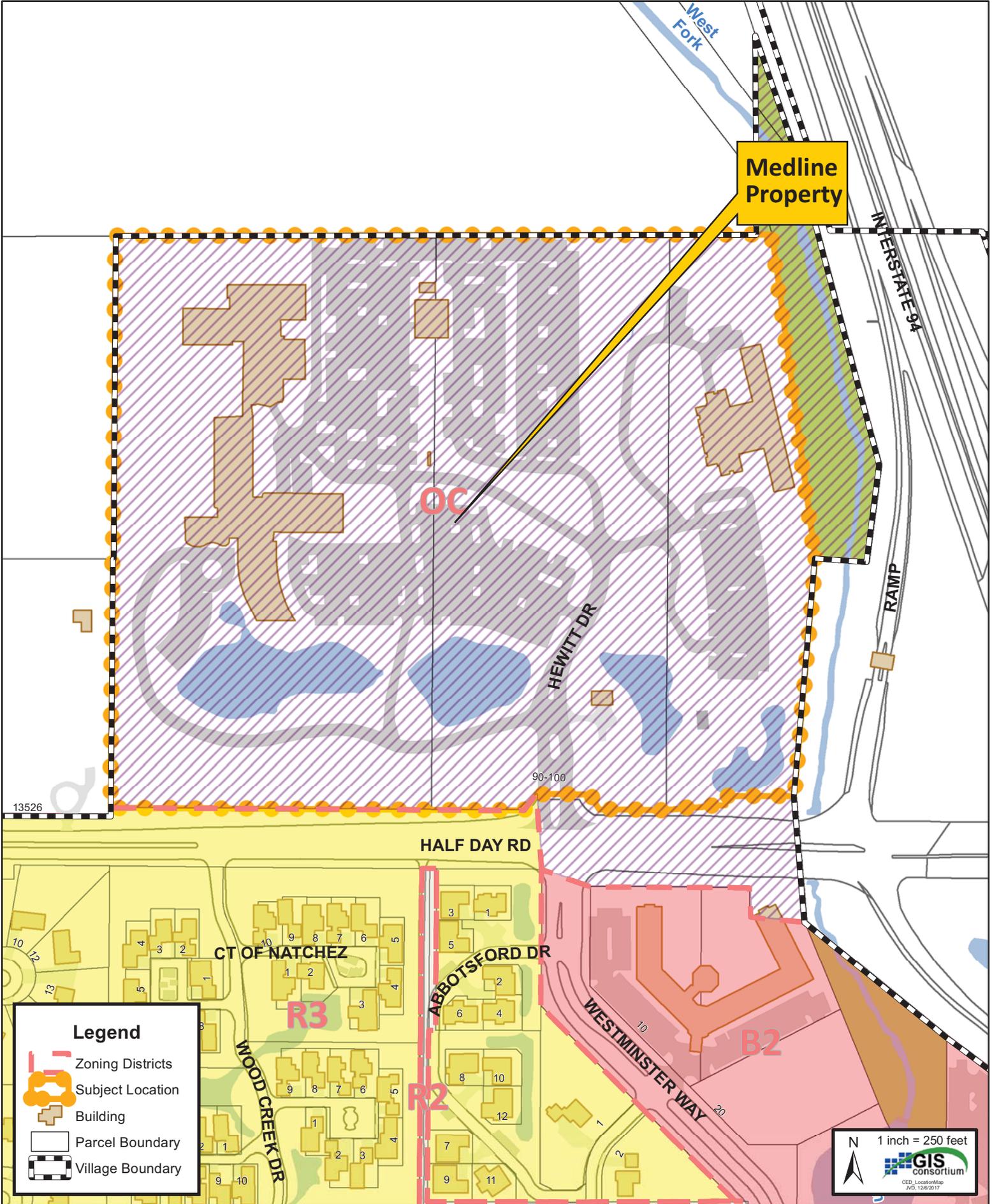
Recommendation:

A Public Hearing regarding a rezoning from OC Office Campus to B2 General Business District and a Special Use for a Planned Unit Development with building height exceptions.

Reports and Documents Attached:

- Location/zoning map, prepared by MGP GIS Consortium.
- Draft ordinance, prepared by Village Attorney Simon.
- Presentation packet, prepared by GlenStar, dated February 5, 2018.
- Public comment correspondence.
- Public hearing notice to adjacent residents and newspaper.
- B1, B2 Business and Office Campus Code.
- Comprehensive Plan recommendations for the subject property.
- Anticipated approval process flow chart.
- December 11, 2017 Committee of the Whole staff report and meeting minutes.
- Proposed site plan based on the December 11, 2017 preliminary evaluation meeting at the Village Board.
- Existing site plan.

Meeting History	
Committee of the Whole discussion	December 11, 2017
Committee of the Whole discussion (current)	February 12, 2018



Medline Property

OC

R3

R2

B2

Legend

- Zoning Districts
- Subject Location
- Building
- Parcel Boundary
- Village Boundary

N 1 inch = 250 feet

GIS consortium

GED LocationMap
JUG, 12/8/2017

**VILLAGE OF LINCOLNSHIRE
LAKE COUNTY, ILLINOIS**

ORDINANCE NO. 18-_____

**AN ORDINANCE REZONING CERTAIN PROPERTY AND
GRANTING A SPECIAL USE FOR A PLANNED UNIT DEVELOPMENT FOR A
MULTI-USE DEVELOPMENT WITH
SPORTS AND ENTERTAINMENT USES
(90, 98 and 100 Half Day Road)**

WHEREAS, Medline Industries, Inc., an Illinois corporation (“Owner”), is the owner of certain real estate commonly known as 90, 98 and 100 Half Day Road, and legally described as set forth in Exhibit A, consisting of approximately 43 acres of property (the “Subject Property”); and

WHEREAS, GlenStar Properties, LLC, an Illinois limited liability company (“Developer”), has entered into a contract with Owner to purchase the Subject Property and intends to develop the Subject Property with a multi-use development with sports and entertainment uses (the “Development”) (Developer and Owner are sometimes collectively referred to herein as “Petitioner”); and

WHEREAS, pursuant to Title 6 of the Village Code, Developer submitted to the Village an Application for Village Board consideration seeking to rezone the Subject Property from the OC Office Campus District to the B-2 General Business District (the “Rezoning Application”); and

WHEREAS, pursuant to Title 6 of the Village Code, Developer submitted to the Village an Application for Village Board consideration seeking a special use for a planned unit development with related conditions and exceptions from the Village Code to allow the Development on the Subject Property (collectively, the “PUD Application”); and

WHEREAS, pursuant to Title 6 of the Village Code, and notice published on January 26, 2018 in the Daily Herald, all public hearings, as required by law, have been held by the Village Board on the Rezoning Application and PUD Application in order to permit the Subject Property, to be developed as hereinafter provided; and

WHEREAS, the Corporate Authorities, after due and careful considerations, have concluded that development of the Subject Property with a multi-use development with sports and entertainment uses will promote the sound planning and development of the Village as a balanced community, increase the taxable value of property within the Village, enable the Village to control the development of the area, and otherwise promote the proper growth and general welfare while serving the planning objectives of the Village; and

WHEREAS, the Corporate Authorities conclude the rezoning of the Subject Property and the proposed improvement of the Development in accordance with the PUD Application will be beneficial to the Village, will not be detrimental to the Village's Comprehensive Plan or the spirit and intent of the Lincolnshire Zoning Code (the "Zoning Code") and will otherwise enhance and promote the general welfare of the Village and the health, safety and welfare of the residents of the Village; and

WHEREAS, it is the intent of the Corporate Authorities to grant only such approvals as are necessary to identify the Subject Property as a planned unit development and to describe the permitted schedule of uses that may be operated therein.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lincolnshire, in exercise of its home rule authority, as follows:

Section 1. Recitals; Findings.

A. The Corporate Authorities hereby confirm the truth and validity of the representations and recitations set forth in the foregoing recitals and do further acknowledge that they are material to this Ordinance. Such recitals are hereby incorporated into and made a part of this Ordinance as though they were fully set forth herein. The Corporate Authorities further intend that this Ordinance shall be liberally construed so that the purpose and intent represented by the recitals shall be accomplished to the greatest extent permitted by law.

B. The findings of fact of the Applicant, attached hereto as Exhibit B, are herein incorporated by reference as the findings of this Board to the same effect as if fully recited herein at length.

Section 2. Condition Precedent. The rights, privileges and authority granted by this Ordinance are contingent upon, and shall not become effective, unless and until the Village receives the acquisition notice to confirm that Developer, or its successors and assigns, have acquired the Subject Property from the Owner. The rights, privileges and authority granted by this Ordinance shall expire and be of no further force or effect if the Village does not receive an acquisition notice within one (1) year from the date hereof.

Section 3. Rezoning. The Subject Property is hereby rezoned from the OC Office Campus District to the B-2 General Business District. The Mayor and Board of Trustees hereby direct the Zoning Administrator to cause the official zoning map of the Village to be so amended.

Section 4. Development. The Corporate Authorities hereby grant the Subject Property, in the Village's B-2 General Business District, a special use for a planned unit development,

within which the Developer may operate the schedule of uses described in Exhibit C, subject to the following conditions or exceptions from the Village Code:

A. A height exception not in excess of sixty feet (60') for the principal building and not to exceed one hundred seventy-five feet (175') for the protective netting for the Golf Entertainment Facility (as defined in Exhibit C); and

B. A height exception not in excess of seventy two feet three inches (72' 3") for the Large Full-Service 24/7 Sports, Health and Fitness Facility (as defined in Exhibit C); and

C. The Development shall provide a minimum buffer on the North and West boundaries of the Subject Property equal to fifty feet (50'), where the Developer may place storm water management facilities, landscaping and/or berms.

Section 5. Preliminary Development Plans. The Village and Petitioner recognize and agree that the Petitioner has not filed a Preliminary Development Plan in accordance with Section 6-14-12-E of the Village Code and that nothing in this ordinance shall be construed as an approval of a Preliminary Development Plan. This grant of a special use for a planned unit development does not authorize construction of any site or building improvements, nor does it exempt future site or building improvements on the Subject Property from complying with the applicable Village approval and permitting process, including but not limited to Preliminary Development Plans, the approval of which shall be considered a Major Amendment to the planned unit development in accordance with Section 6-14-12-G of the Village Code.

Section 6. Consents. By signing the acknowledgement and accepting the terms and conditions of this Ordinance, Petitioner knowingly and voluntarily waives, for itself and its successors and assigns, any and all claims against the Village, its elected and appointed officers, employees and agents, of whatever kind, nature and amount, resulting from the limitations on the

development of the Subject Property applied by this Ordinance. Notwithstanding the foregoing, nothing in this Ordinance shall be deemed to waive the ability for Petitioner, or its successors and assigns, to petition the Village, from time to time, for other and further zoning and subdivision approvals.

Section 7. Superseding Effect. The specific terms and conditions of this Ordinance shall prevail against other existing ordinances of the Village to the extent of any conflicts. Except for the foregoing limitation, the development of the Subject Property remains subject to all terms and conditions of Applicable Codes and Ordinances of the Village of Lincolnshire including, without limitation, zoning ordinances, building codes, subdivision regulations and regulations concerning the construction and design of public improvements.

Section 8. Penalties. Any person violating the terms and conditions of this Ordinance shall be subject to a penalty not exceeding Five Hundred Dollars (\$500.00) with each and every day that the violation of the Ordinance is allowed to remain in effect being deemed a complete and separate offense. In addition, the appropriate authorities of the Village may take such other action as they deem proper to enforce the terms and conditions of this Ordinance, including, without limitation, an action in equity to compel compliance with its terms. Any person violating the terms of this Ordinance shall be subject, in addition to the foregoing penalties, to the payment of court costs and reasonable attorneys' fees. This section shall not apply to the Village of Lincolnshire, its officials, agents or employees.

Section 9. Enforcement. The Subject Property shall be made available for inspection by any department of the Village at all reasonable times for compliance with this Ordinance and any other applicable laws or regulations.

Section 10. Effective Date; Assent. Subject to the contingency described in Section 2, this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law, provided, however, that this Ordinance shall not take effect until a true and correct copy of this Ordinance is executed by Owner and Developer, or such other parties in interest as the Village may reasonably identify, consenting to and agreeing to be bound by the terms and conditions of this Ordinance. Delivery to the Village of a copy of this Ordinance, as so executed, shall take place not later than sixty (60) days after the passage and approval of this Ordinance by the Corporate Authorities or within such extension of time as may be granted by the Corporate Authorities by motion.

PASSED this ____th day of _____, 2018, by the Corporate Authorities of the Village of Lincolnshire on a roll call vote as follows:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED this ____th day of _____, 2018.

Elizabeth J. Brandt, Mayor

ATTEST:

Barbara Mastandrea, Village Clerk

Published by me in pamphlet form
this ____ day of _____, 2018.

ACKNOWLEDGED and ACCEPTED
this ___ day of _____, 2018.

MEDLINE INDUSTRIES, INC.

ACKNOWLEDGED and ACCEPTED
this ___ day of _____, 2018.

GLENSTAR PROPERTIES, LLC

EXHIBIT A

LEGAL DESCRIPTION OF THE SUBJECT PROPERTY

EXHIBIT B
FINDINGS OF FACT

EXHIBIT C
SCHEDULE OF USES

A. Golf Entertainment Facility, comprised of all or any of the following component uses:

1. Recreation facility, public and private
2. Restaurants, excluding Live Entertainment
3. General retail

B. Large Full-Service 24/7 Sports, Health and Fitness Facility, comprised of all or any of the following component uses:

1. Recreation facility, public and private
2. Day Spa, with massage services
3. Restaurant, excluding Live Entertainment
4. General retail
5. Physician's Office, only to the extent it is incidental to the operation of the recreation facility

C. Restaurant, excluding Live Entertainment

D. Hotel



GlenStar Properties LLC p: 312.795.1800
55 East Monroe Street f: 312.424.8365
Suite 3950 e: info@glenstar.com
Chicago, Illinois 60603 w: www.glenstar.com

February 5, 2018

Mayor Elizabeth Brandt and Village Trustees
Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069

Re: 90, 98 and 100 Half Day Road

Dear Mayor Brandt and Village Trustees:

Thank you, once again, for providing GlenStar Properties the opportunity to present our plan for the redevelopment of the 43-acre parcel located at the northwest corner of Route 22 and I-94 (the "Property"). We appreciate the warm reception and feedback you provided at the December 11, 2017 Village Board meeting. We are excited to see that you're as enthusiastic as we are regarding our plan to create a premier sports, gaming and entertainment complex within the Village of Lincolnshire.

Since our last meeting, our negotiations have continued to progress nicely with TopGolf. We expect to have a signed Purchase and Sale Agreement with TopGolf within the next thirty (30) days. We have also continued fruitful discussions with other potential sports, gaming, entertainment and health users for the Property, including The St. James, Andretti Indoor Karting & Games, and a national restaurant group. We have had multiple conversations with businesses and organizations in the area that have expressed their excitement and support for the project. We also have reached out to any parties who have contacted the Village with potential concerns and have worked to address those concerns.

Due to the timing of our contractual obligations with Medline, and in order to continue moving forward with our purchase of the site, we are seeking the following specific zoning approvals at this time:

1. Rezoning of the Property from its current OC Office Campus District to B2 General Business District
2. A Special Use for a Planned Unit Development for a golf entertainment facility, a sports, health and fitness facility, restaurants and hotels

As part of the approval of our Special Use for Planned Unit Development, we are requesting Village Board approval of a schedule of approved uses attached as Appendix "A" to this letter. We are also seeking Village Board approval of an exception from the maximum building height permitted in the B2 General Business District (building height not to exceed 72 feet, 3 inches and driving range netting not to exceed 175 feet), and the necessary tree removal along the eastern portion of the property to provide the required Tollway visibility, which removal will be coordinated at all times with Village staff.

We have provided the Village with all of the required submittals for this zoning relief and to allow our requests to be heard at a Village Board public hearing on February 12, 2018. We are respectfully requesting that the Village Board take final action to grant these approvals at its February 26, 2018 regular meeting.



Although distinct from the PUD approval process, we feel it is appropriate to advise the Village that our discussions with TopGolf and other potential end users have made it clear that the availability of economic incentives, such as sales tax sharing agreements, will be material to the successful development of the Property. We appreciate the Village's willingness to discuss now, conceptually, the availability of economic incentives so that we better understand the likelihood of obtaining this critical support for the proposed project.

GlenStar is excited to continue moving forward with the redevelopment of this critically important and prominent Village location. We look forward to continuing to work with the Village to make our vision a reality.

Yours truly,

GlenStar Properties, LLC

A handwritten signature in black ink, appearing to read "Rand A. Diamond". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Rand A. Diamond

Enclosures

Cc: Brad Burke, Village Manager



APPENDIX "A" Requested Uses

Golf Entertainment Facility

The proposed venue would include the following:

- Climate-controlled hitting bays where players hit golf balls with embedded microchips into an outdoor outfield enclosed by perimeter netting, with each hitting bay accommodating up to six players at a time and multiple television screens to monitor sporting events and track scoring
- 4-acre (approx.) outdoor driving range outfield
- Simulated gaming, such as a virtual nine-hole golf course
- High quality food and beverage offerings delivered restaurant-style to guests playing the game, including a full sports bar atmosphere, outdoor patio, as well as an upscale, unique corporate entertainment experience

Large Full-Service 24/7 Sports, Health and Fitness Facility

The proposed venue would include the following:

- A multi-purpose turf field for full-length competitive soccer, lacrosse, football, field hockey and softball
- Two NHL regulation-sized ice rinks for hockey, figure skating, open skating and curling
- Aquatics center/water park
- Spa, café, fitness-related merchandise store and athletic camps
- Basketball and volleyball center
- Baseball, softball and racquetball center
- Gymnastics and dance center
- Laser tag, virtual gaming, rock climbing walls, and party rooms in a family entertainment center
- Health and wellness center that will include orthopedic medicine, pre- and post-operative rehabilitation and pediatric care
- Health club with cardio and strength training equipment and yoga, spinning and Pilates studios

Stand Alone Restaurant

Stand Alone Hotel

FINDINGS OF FACT FOR PLANNED UNIT DEVELOPMENT AND RELATED EXCEPTIONS

GlenStar Properties, LLC (“**Applicant**”) – Proposed Development of 43-Acre Property at the Northwest Corner of Half Day Route (Route 22) and I-94 (“**Property**”)

1. *The proposed plan is consistent with the stated purpose of the planned unit development regulations.*

The Lincolnshire Zoning Code establishes that the overriding purpose of the planned unit development entitlement is to provide a mechanism to support developments that are in the public interest but would not otherwise be permitted by applicable zoning regulations, which may include multi-use developments. The Applicant’s proposal to develop the Property with premier sports, gaming and entertainment uses is well-suited for a planned unit development. The land area, orientation, location, accessibility and visibility of the Property are all ideally suited to support the proposed uses, but the proposed development would not be permitted by applicable zoning regulations of the underlying zoning district, as discussed in Paragraph 3 below. Moreover, granting a special use for a planned unit development at the Property allows for the unified development of this 43-acre parcel, positioned as a gateway to the Village, in a manner designed specifically to provide large-scale visual screening and sound buffering of the impact of commercial uses along the Tri-State Tollway I-94 (“**Tollway**”) corridor from the current and future residential and other properties and uses to the north and west of the Property.

2. *The proposed plan meets the requirements and standards of the planned unit development regulations.*

The Applicant has worked with Village staff and professional consultants to prepare plans for the proposed development that conform to the requirements and standards applicable to planned unit developments and related exceptions to the fullest extent possible and to present an application package that describes the requested zoning relief as comprehensively as possible based upon the constraints of its property-acquisition timeframe.

3. *The proposed plan departs from the zoning and subdivision regulations otherwise applicable to the subject property, including but not limited to, the density, dimensions, area, bulk, use, required improvement, construction and design standards and the reasons why such departures are deemed to be in the public interest.*

The Applicant will continue to work with Village staff and professional consultants to conform its plans for the proposed development to the requirements of the Village’s zoning and subdivision requirements to the fullest extent possible. However, the proposed use of the Property deviates from the framework of the B2 District by integrating a “public recreation facility, an “assembly use” and a “public and private recreation facility,” each with accessory uses, into a single, unified development plan. This unified development plan will significantly benefit the public interest by, among other attributes, converting a long-vacant property into a regional destination offering desired amenities to Village residences, attracting an

estimated 2,000,000 visitors annually to the Village and enhancing the economic well-being of the Village.

The proposed site plan incorporates setbacks of at least fifty feet (50') from both the northern and western property lines, creating significant distance from any proposed development that may occur on the currently-undeveloped Florsheim property to the north and west. The development plan also provides for preserving a significant number of trees to provide for visual screening and sound buffering along the northern and western property lines, within the aforementioned fifty foot (50') setbacks.

In addition to providing for multiple distinct uses of the Property, the proposed development will require exceptions from the requirements of the applicable zoning and subdivision requirements including height exceptions for the proposed development. Specifically, the Applicant is requesting the following height exceptions: (a) with regard to the Golf Entertainment Facility use and operations, height exceptions to permit the construction of a building with a height not in excess of sixty feet (60') and netting not to exceed one hundred seventy-five feet (175'); and (b) with regard to the Large Full-Service 24/7 Sports, Health and Fitness Facility, a height exception to permit the construction of a building with a height not in excess of seventy-two feet, three inches (72'3") (collectively, "**Height Exceptions**").

Granting the Height Exceptions will yield a development no less beneficial to the Village and surrounding property owners than would be obtained if the Property were developed in accordance with the height limitations of the applicable zoning district. The highest building height permitted pursuant to the Height Exceptions will be no higher than seventy-two feet, three inches (72'3") -- two feet, nine inches (2'9") less than the maximum height of seventy-five feet (75') currently permitted pursuant to the Property's Office Campus zoning designation. Moreover, the benefit to the Village and surrounding property owners will be enhanced by the approval of the Height Exceptions in conjunction with the planned unit development in that it will further the ability to create a multi-use development combining multiple premier sports, gaming and entertainment uses and thereby creating a regional destination that will create jobs and enhance the Village's overall tax base, as discussed in Paragraph 7 below. Granting the Height Exceptions (and thereby permitting the multi-use development contemplated by the Applicant as part of the planned unit development) will also provide a benefit to the future occupants of the Property as visitors to one of the premier, sports, gaming and entertainment uses will naturally drive demand to the other uses on the Property. The Height Exceptions are in the public interest for the Village and its residents.

Additional exceptions, if any, will be requested by the Applicant as an amendment to the planned unit development, which will be processed by the Village pursuant to the Village's Planned Unit Development regulations.

- 4. The public benefit produced by the planned unit development outweighs the increased burden(s) on public services and infrastructure. Any specific beneficial actions, plans or programs agreed to in the planned unit development proposal which are clearly beyond the minimum requirements of**

the Zoning Code shall be specifically listed as evidence of justified bulk premiums and/or use exception.

Plans for the proposed development include strategies to alleviate any increased stress on public infrastructure resulting from the development. The Property is currently developed with existing public and private utilities designed to support hundreds of office workers on a full-time basis in an office campus. Ingress and egress from the Property are already provided through an existing four-lane, signalized entrance from Half Day Road, including existing turn lanes. Adequate parking and storm water detention will be provided onsite. The proposed building heights are consistent with the heights of existing buildings in the service area of the Lincolnshire-Riverwoods Fire Protection District. Any increased costs incurred by the Village to provide public services to the development will be offset through increased sales and property tax revenue resulting from increased economic activity in the Village and job creation.

- 5. The physical design of the proposed plan makes adequate provisions for public services, provides adequate control over vehicular traffic, provides for and protects designated common open space, and further the amenities of light and air, recreation and visual enjoyment.***

The Applicant's goal is to transform the Property into a first-class regional recreational destination. The physical design of the proposed development provides for direct access through an existing four-lane, signalized entrance from Half Day Road, including existing turn lanes. This direct access from a major thoroughfare will allow for the adequate provision of public services and ingress and egress of vehicular traffic. Ample onsite parking will be provided and traffic management for the proposed development will be more sympathetic to nearby residential properties than a traditional office campus because users will access the site at various times throughout the day, rather than all arriving and leaving during the traditional morning and evening "rush hour" periods.

The building materials and facades will be consistent with the conceptual site plans showcasing visual amenities appropriate for the affluent north suburban market. The development will also include investment in landscaping designed to further the upscale atmosphere of the Property. The site plan includes significant open space including the preservation of a significant number of trees and the wetlands located along Half Day Road.

- 6. The beneficial relationship and compatibility of the proposed plan to the adjacent properties and neighborhood.***

The proposed development will be beneficial to the surrounding neighborhood simply through the elimination of the potential for the negative consequences often associated with long-term vacancies. This will be far from the only benefit, however. The development will include proven concepts providing high-quality, family-friendly amenities that are being developed on a national level, but are noticeably absent from the north suburban area. The proposed development will

also create jobs and enhance the Village's overall tax base, as discussed in Paragraph 7 below.

The proposed development includes significant emphasis on creating compatibility with possible future surrounding uses. For example, the proposed site plan incorporates setbacks of at least fifty feet (50') from both the northern and western property lines, creating significant distance from any future development to the north and west. Preservation of many of the existing trees, particularly along with the northern and western property lines, will also screen and buffer the impact on any such future development. Similarly, maintenance of the existing wetlands located along Half Day Road preserves the inherent natural setback from the southern property line.

7. *The desirability of the proposed plan to the Village's physical development, tax base and economic well-being.*

As recognized by the Comprehensive Plan of the Village ("**Plan**"), the Property is currently home to an aging office campus developed under outdated corporate office design standards. The renovations and significant financial investment that were expected at the time of Medline's purchase of the Property have not materialized and, due to the widespread underperformance in the market for suburban office development, are unlikely to materialize absent a more flexible approach to the land use regulations applicable to the Property.

The proposed development will provide for demolition of the aging office campus and the transformation of this key gateway site. The planned improvements are reasonably expected to increase the value of the Property and surrounding properties. Sales tax revenue will also be generated directly at the development and indirectly throughout the Village as the development's patrons increase consumer demand for the existing retail and food service establishments in the Village.

Finally, the proposed development is expected to result in the creation of up to 900 permanent jobs, which will positively impact the economic well-being of the Village in myriad of ways.

8. *The conformity with the recommendations of the Official Comprehensive Plan, as amended, and all other official plans and planning policies of the Village.*

The Plan acknowledges that changing trends among corporate users may make it unreasonable to sustain an office campus at the Property. The Plan recommends mitigating the impact of future redevelopment on nearby properties. The proposed development is consistent with this goal. The proposed site plan incorporates setbacks of at least fifty feet (50') from both the northern and western property lines, creating significant distance from any proposed development that may occur on the currently-undeveloped Florsheim property to the north and west. The development plan also provides for preserving a significant number of trees to provide for visual screening and sound buffering along the northern and western property lines, within the aforementioned fifty foot (50') setbacks. The significant tree removal required to provide for the necessary visibility corridor from the Tollway will be coordinated with Village Staff. Moreover, the development plan calls for the preservation of the

wetlands located along Half Day Road, thereby preserving the inherent natural setback from the southern property line.

Prepared by:

GlenStar Properties, LLC
Rand A. Diamond

FINDINGS OF FACT REZONING

GlenStar Properties, LLC ("**Applicant**") – Proposed Development of 43-Acre Property at the Northwest Corner of Half Day Route (Route 22) and I-94 ("**Property**")

1. Existing zoning classification of the property.

OC Office Campus District.

2. Existing uses of property and existing physical, social or economic factors within the general area of the property in question.

The 43-acre Property is a key gateway site at the intersection of Tri-State Tollway I-94 ("**Tollway**") and Half Day Road. The improvements at the Property currently consist of three, 2- and 3-story office buildings (plus a facilities maintenance building) developed on a dense wooded lot with detention areas. The Property was developed and annexed into the Village in phases in the 1970s and 1980s. The two western buildings were most recently used by Hewitt & Associates for their corporate headquarters before Hewitt's merger with Aon and subsequent relocation. One of the western buildings currently houses an Aon Hewitt data center with approximately 10 employees. The third office building is located adjacent to the Tollway.

3. The zoning classification of property within the general area of the property in question.

To the north and west, is a 111-acre unincorporated Florsheim property which may be available for sale and development in the near future. To the east, is the Tollway. To the south, across Half Day Road, is Homewood Suites Hotel (zoned B2 PUD) and the Wood Creek Courts residential development (zoned R3 Single-Family Residential PUD).

4. The suitability of the property in question to the uses permitted under the existing or proposed zoning classification.

The purpose of the B2 General Business District ("**B2 District**"), as described in the Lincolnshire Zoning Code, is to facilitate the development of business uses capable of drawing clientele and employees from the regional market while recognizing that these types of uses require substantial land area, parking, accessibility and visibility from major thoroughfares. The Property is ideally suited to accommodate the types of uses permitted in the B2 District, including the recreation facilities and assembly use proposed by the Applicant. Both the land area and orientation of the Property are capable of supporting multiple large-scale structures together with adequate onsite parking, open land and storm water detention. Ingress and egress from the Property are already provided through an existing four-lane, signalized entrance from Half Day Road, including existing turn lanes. The Property's location at the intersection of the Tollway and Half Day Road provides a high degree of visibility (with necessary tree removal) for the proposed development from two of the most significant arterial routes in the northern suburban area. These factors, together with the development expertise of the Applicant, leave the

Property well-suited for the successful development of a regional destination designed to offer desired recreational and related amenities to Village residents and to attract an estimated 2,000,000 visitors annually.

5. *The trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place in its present zoning classification.*

The present zoning classification of the Property was enacted in 2015 in connection with Medline Industries' ("Medline") planned relocation of up to 900 office workers and the development of a new office park at the Property. The planned relocation, however, did not proceed and the Property has remained vacant. Any future use of the Property as a large corporate campus would be counter to the prevailing trends of corporate relocation to urban areas to attract and retain younger workforces and increasing demand for mixed-use developments providing high-quality amenities. This trend has significantly contributed to widespread underperformance in the market for suburban office development and may explain the prolonged vacancy of the Property, as discussed in Paragraph 6 below.

6. *The length of time the property has been vacant as zoned.*

In January 2015, Medline acquired the Property for a new corporate office park to accommodate its growth. Prior to that point, the Property had already been largely vacant for a number of years. In 2015, at Medline's request, the Village rezoned the entire Property from "Planned Development" to "Office Campus" and increased the allowable building height from two stories to five stories. In October 2015, Medline announced that it would not be moving forward with its plans for this location and would purchase the former Kraft Heinz site in Northfield which was available for immediate occupancy. In early 2016, Medline listed the Property for sale.

7. *The extent to which the property's value is diminished by the existing zoning classification.*

The Property has remained vacant since its reclassification to the OC District in 2015. Medline has been attempting to sell the Property since early 2016. Due to concerns regarding the underperforming office market, the Property has been appropriately marketed for a wider variety of uses, including retail, entertainment and grocery.

8. *The impact upon the objectives of the official Comprehensive Plan of the Village, as amended.*

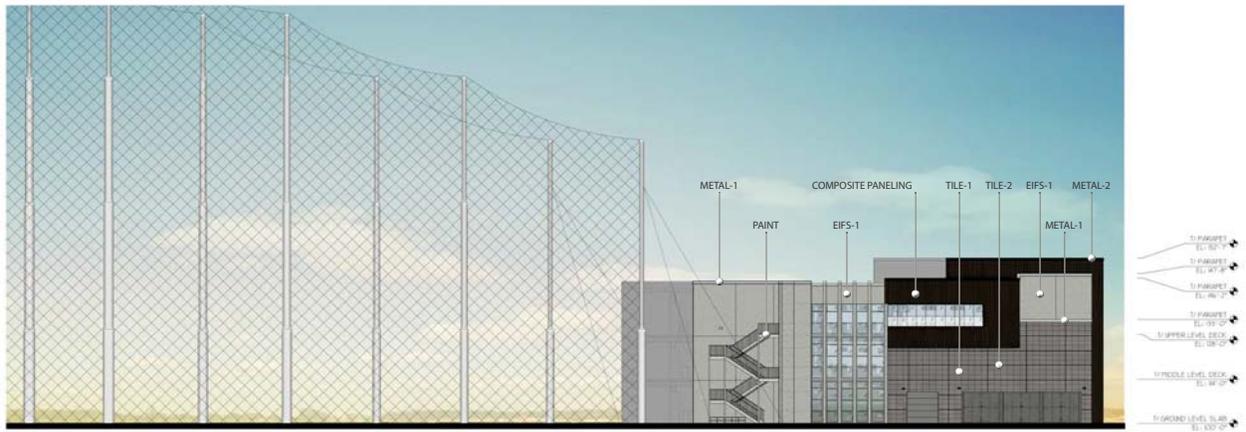
The Comprehensive Plan of the Village acknowledges that changing trends among corporate users may make it unreasonable to sustain an office campus at the Property. The Plan recommends mitigating the impact of future redevelopment on nearby properties. The proposed development is consistent with this goal. The proposed site plan incorporates setbacks of at least fifty feet (50') from both the northern and western property lines, creating significant distance from any proposed development that may occur on the currently-undeveloped Florsheim property to the north and west. The development plan

also provides for preserving a significant number of trees to provide for visual screening and sound buffering along the northern and western property lines, within the aforementioned fifty foot (50') setbacks. The significant tree removal required to provide for the necessary visibility corridor from the Tollway will be coordinated with Village Staff. Moreover, the development plan calls for the preservation of the wetlands located along Half Day Road, thereby preserving the inherent natural setback from the southern property line.

Prepared by:

GlenStar Properties, LLC

Rand A. Diamond



Left Elevation



TILE - 1 TILE - 2 EIFS - 1 EIFS - 2 COMPOSITE PANELING METAL - 1 METAL - 2 METAL - 3 METAL - 4 CURTAIN WALL PAINT

Exterior Elevations

Topgolf





Right Elevation



TILE - 1

TILE - 2

EIFS - 1

EIFS - 2

COMPOSITE
PANELING

METAL - 1

METAL - 2

METAL - 3

METAL - 4

CURTAIN WALL

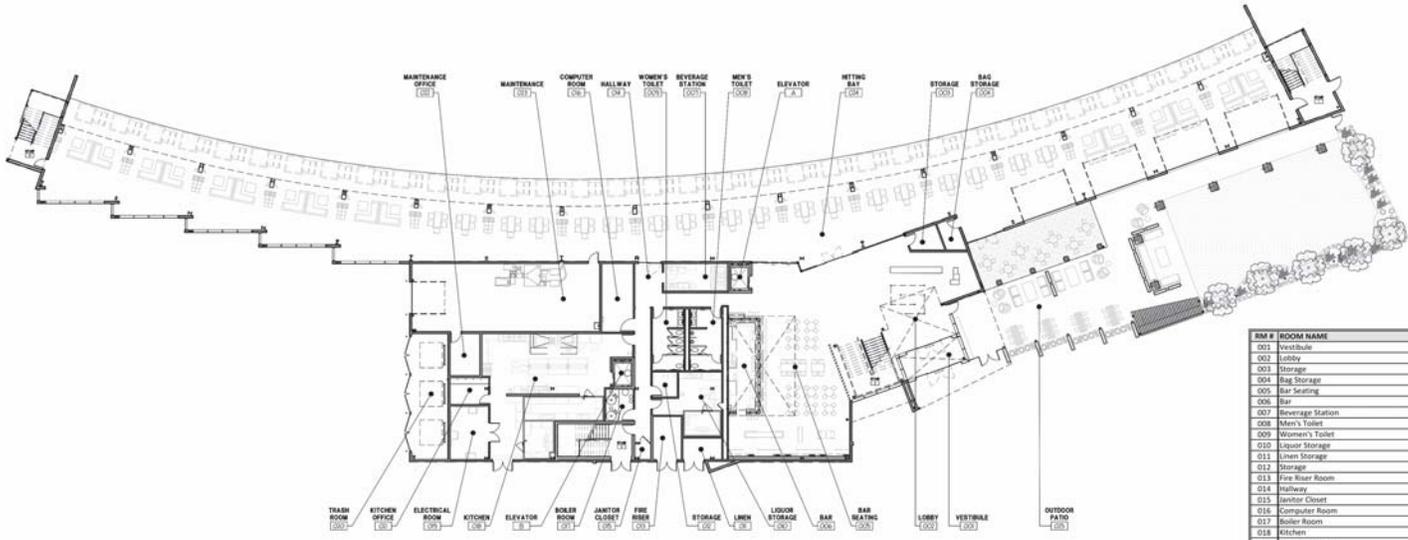
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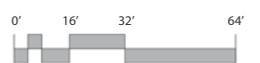
Exterior Elevations

Topgolf





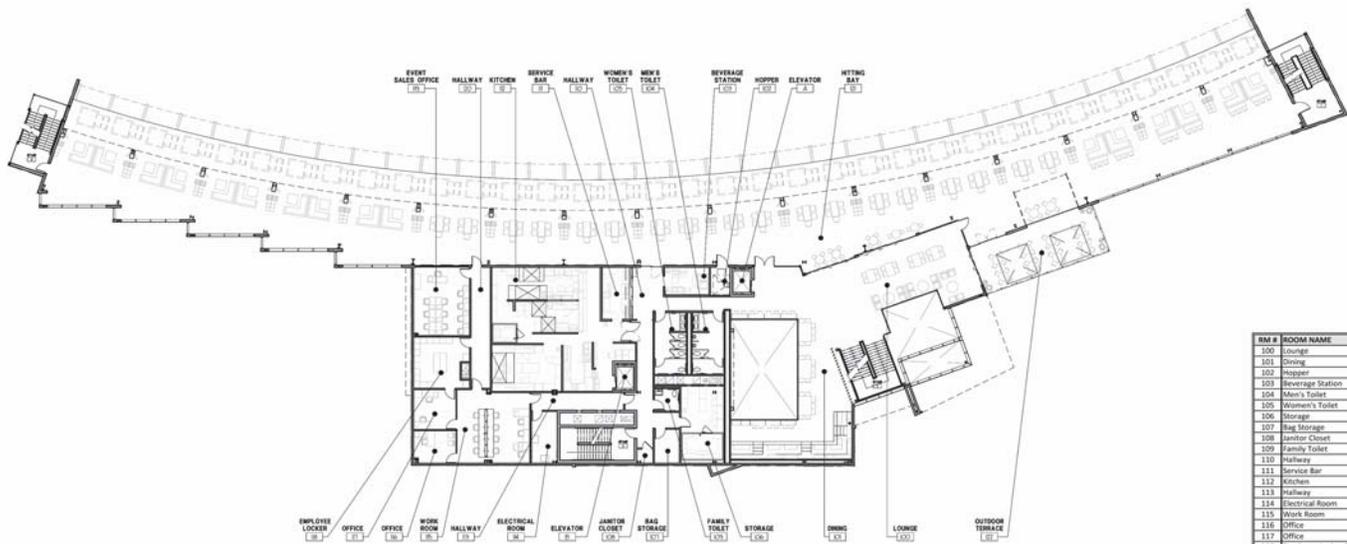
RM #	ROOM NAME	SQUARE FOOTAGE
001	Vestibule	248
002	Lobby	1130
003	Storage	67
004	Bag Storage	59
005	Bar Seating	1803
006	Bar	395
007	Beverage Station	173
008	Men's Toilet	180
009	Women's Toilet	180
010	Liquor Storage	308
011	Linen Storage	82
012	Storage	62
013	Fire River Room	131
014	Hallway	448
015	Janitor Closet	25
016	Computer Room	213
017	Boiler Room	88
018	Kitchen	1346
019	Electrical Room	203
020	Trash Room	NOT INCLUDED - 489
021	Kitchen Office	322
022	Maintenance Office	324
023	Maintenance	1252
024	Hitting Bay - Tee Line	3281
025	Hitting Bay - Seating Area	4448
025	Outdoor Patio	4300
GROUND LEVEL NET USABLE FLOOR AREA:		20078



Floor Plan - Ground Level

Topgolf





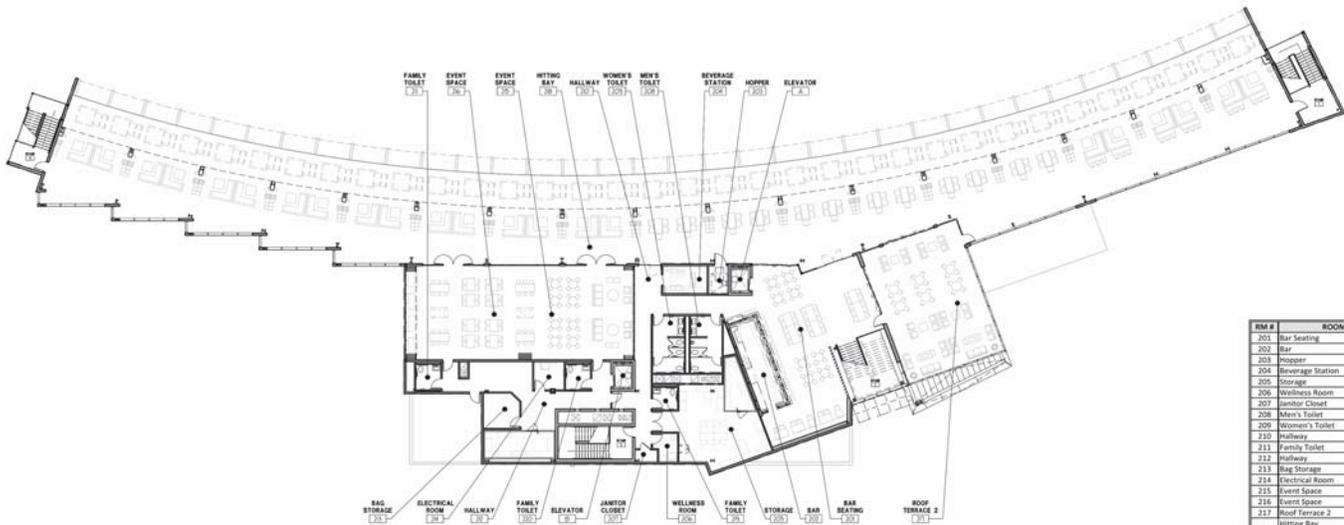
RM #	ROOM NAME	SQUARE FOOTAGE
100	Lounge	522
101	Dining	968
102	Hopper	53
103	Beverage Station	120
104	Men's Toilet	183
105	Women's Toilet	185
106	Storage	327
107	Bag Storage	89
108	Locker Closet	72
109	Family Toilet	55
110	Hallway	539
111	Service Bar	134
112	Kitchen	1604
113	Hallway	157
114	Electrical Room	332
115	Work Room	513
116	Office	132
117	Office	164
118	Employee Locker Room	283
119	Event Sales Office	374
120	Hallway	215
121	Hitting Bay: Tee Line	3665
121	Hitting Bay: Seating Area	4632
122	Outdoor Terrace	609
MIDDLE LEVEL RESURFACABLE FLOOR AREA:		15662



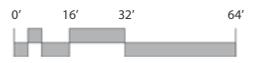
Floor Plan - Middle Level

Topgolf

aria
GROUP



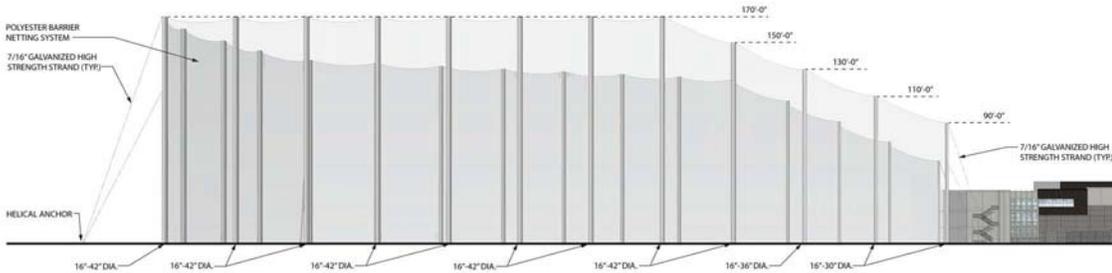
ROOM #	ROOM NAME	SQUARE FOOTAGE
201	Bar Seating	1179
202	Bar	309
203	Propper	54
204	Beverage Station	120
205	Storage	730
206	Wellness Room	62
207	Locker Closet	73
208	Men's Toilet	180
209	Women's Toilet	180
210	Hallway	693
211	Family Toilet	62
212	Hallway	763
213	Bar Storage	118
214	Electrical Room	83
215	Event Space	933
216	Event Space	1072
217	Roof Terrace 2	3364
218	Hitting Bay	4039
219	Hitting Bay Seating	4828
220	Family Toilet	55
220	Family Toilet	62
UPPER LEVEL NET USABLE FLOOR AREA:		16948



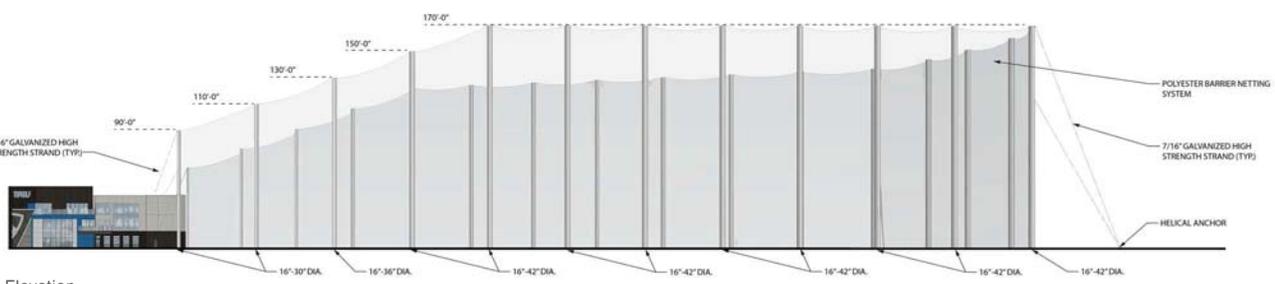
Floor Plan - Upper Level

Topgolf

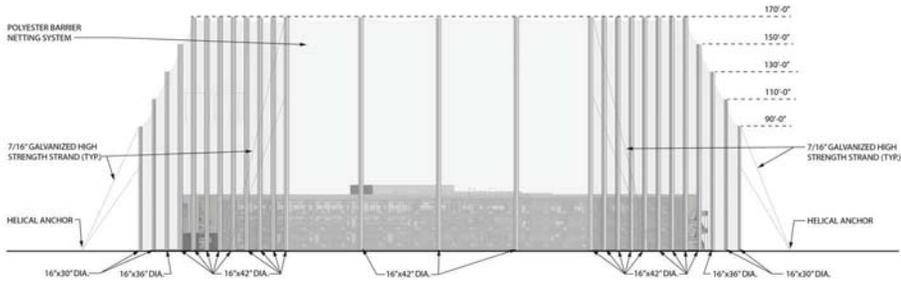




Left Elevation



Right Elevation



Rear Elevation



POLYESTER BARRIER NETTING SYSTEM

- NETTING COMPONENT:
 - COLOR: BLACK
 - POLYESTER NETTING: 1" MESH SIZE
 - LONG STITCH KNOT LESS JOIN
 - RESIN DYE AND BONDING TREATMENT
 - 116.7 LB. AVERAGE SINGLE MESH BREAK STRENGTH
- ATTACHMENT TWINE/HANGING TWINE:
 - #48 BRAIDED POLYESTER TWINE
 - 375 LB. TENSILE STRENGTH
 - DYE TREATED
- PERIMETER BORDER ROPE & RIB-LINE/VERTICALS:
 - 3/8" BRAIDED SYNTHETIC COVER
 - PARALLEL SYNTHETIC CORE
 - 3,500 LB. TENSILE STRENGTH



NETTING POLE
LIGHT GRAY



Net Pole Elevations

Topgolf





FRONT ELEVATION: 20,610 SF. TOTAL



EXTERIOR WALL GRAPHIC: 486.7 SF. TOTAL = 2.4% OF ELEVATION



EXTERIOR SIGN: 220.5 SF. TOTAL = 1.1% OF ELEVATION

FRONT ELEVATION SIGNAGE:
 (486.7 SF.+220.5 SF.)/20,610 SF. = .035
 3.5% TOTAL OF FRONT ELEVATION

EXTERIOR SIGN:
 FRONT LIT CHANNEL LETTERS MOUNTED TO BUILDING

FONT: TOPGOLF APPROVED TYPEFACE

FACE: 3/16" 7328 WHITE POLYCARBONATE FACE W/ ARLON 2114 TRANS. BLUE VINYL SKIN 1" WEEDED OUTLINE

RETURNS: 6" .063 3003 H14 ALUM. RETURNS PTM SILVER

TRIM CAPS: 2" SILVER JEWELITE TRIM CAPS

BACKS: .063 WHITE ALUMINUM PAINTED SILVER

EXTERNAL GUSSETS: 1/8" 5052 ALUMINUM W/ 2" FLANGES ON ALL SIDES

INTERNAL GUSSETS: 1/8" 5052 ALUMINUM CUT TO LETTER SHAPE AT BOTTOM

ANCHORS: 3/8" DIA X 5" GALVANIZED LAG BOLTS

ILLUMINATION: WHITE LEDS-G0Q3 6-7000K

MOUNTING: MOUNTED TO BUILDING W/ NON-CORROSIVE HARDWARE AND CUSTOM GUSSETS AS REQUIRED. ALL PENETRATIONS SEALED W/ CLEAR SILICONE. DRILL POWER HOLES AND ATTACH GUSSETS IN THE FIELD, PROVIDE SS BOLTS

EXTERIOR WALL GRAPHIC:
 SHIELD ART CRAFTED IN EIFS.



Exterior Signage - Front Elevation

Topgolf

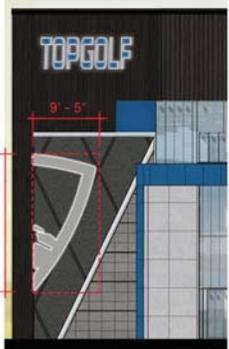
aria
GROUP



RIGHT ELEVATION: 7,222 SF. TOTAL

RIGHT ELEVATION SIGNAGE:
 203.2 SF. / 7,222 SF.=.028
 2.8% OF RIGHT ELEVATION

EXTERIOR WALL GRAPHIC:
 SHIELD ART CRAFTED IN EIFS.



EXTERIOR WALL GRAPHIC: 203.2 SF. TOTAL



Exterior Signage - Right Elevation

Topgolf





Exterior Perspective

Topgolf

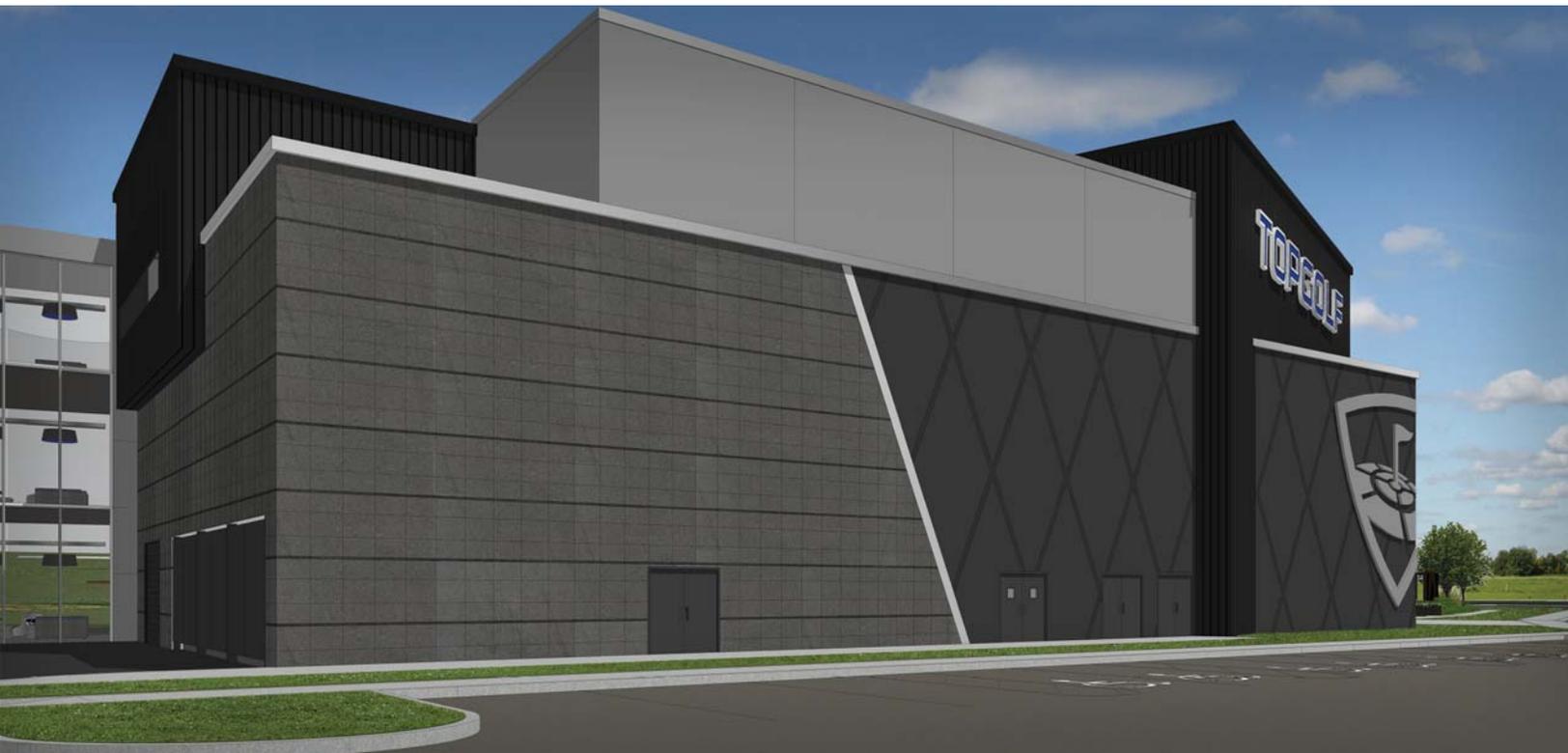
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GROUP



Exterior Perspective

Topgolf

aria
GROUP



Exterior Perspective

Topgolf

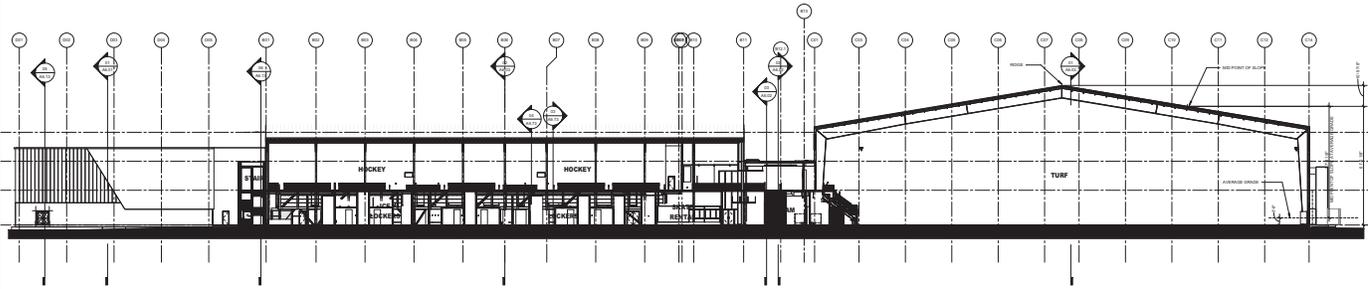
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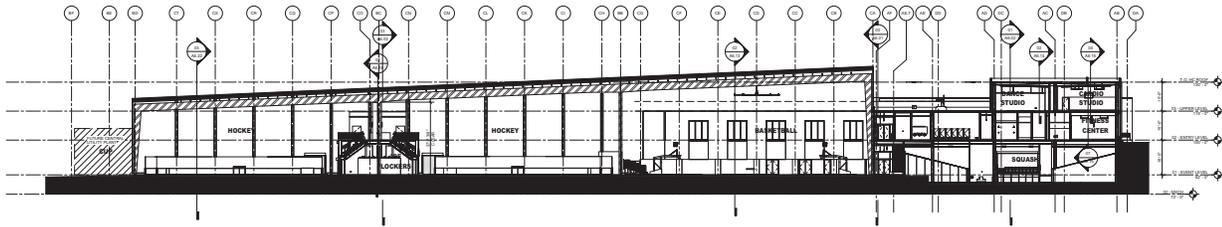
Exterior Perspective

Topgolf

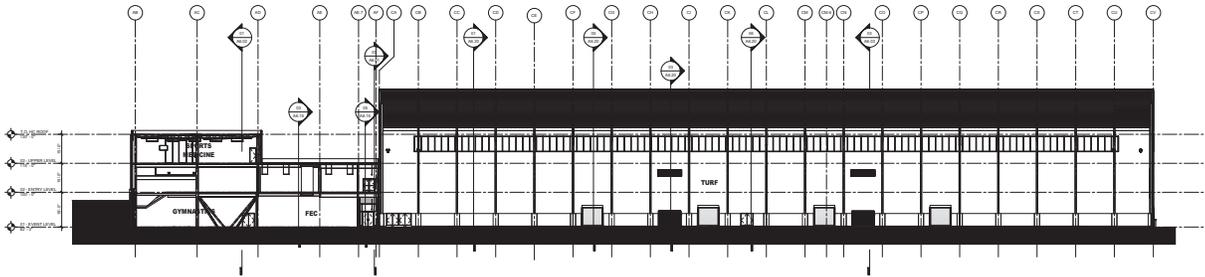
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GROUP



03 SECTION AT HOCKEY CONCOURSE



02 SECTION AT BASKETBALL & HOCKEY



01 SECTION AT FIELD HOUSE

HKS

ARCHITECT

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

STRUCTURAL ENGINEER

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

MEP & FIRE PROTECTION

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

CODE CONSULTANT

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

POOL DESIGNER

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

AUDIOVISUAL & ACOUSTICAL

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

OWNER

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

OWNER'S REPRESENTATIVE

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

OWNER'S CONSULTANTS

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

CIVIL ENGINEER

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

AV, TELECOMM & SECURITY

2001 W. BROADWAY AVENUE, SUITE 300
HOUSTON, TEXAS 77002

DATE

DESCRIPTION

DATE

17502.000

FEBRUARY 24, 2017

BUILDING PERMIT SET

A6.03



ZEBRA

Zebra Technologies Corporation
3 Overlook Point
Lincolnshire, IL 60069

p 847-634-6700
f 847-913-8766
zebra.com

February 7, 2018

Mayor Elizabeth Brandt and the Village Trustees
Village of Lincolnshire
1 Olde Half Day Road
Lincolnshire, IL
60069-3053

Dear Mayor Brandt,

I'd like to reach out to express my support for the proposed Topgolf and St. James development at Route 22 and I-94.

As Director of Global Real Estate Strategy and Operations at Zebra Technologies Corporation, I find great value in nearby amenities that our company and employees can utilize and enjoy. The addition of both the Topgolf facility and St. James Fitness and Sport Complex would be complimentary additions to the community for our employees.

I recently attended a reunion which was held at a Topgolf facility in the south suburbs, and truly enjoyed the experience. I think they are a fantastic franchise and would welcome having one in Lincolnshire.

I look forward to following the development as it progresses moving forward.

Very truly yours,

A handwritten signature in black ink that reads "DeAnna L. Cheslog".

DeAnna L, Cheslog
Director, Global Corporate Real Estate Strategy and Operations



February 2, 2018

Mayor Brandt & Village Trustees,

I'm reaching out to express our support for the proposed North Shore Entertainment Complex at Route 22 and I-94.

A development of this nature, featuring a Topgolf and St James Sports & Fitness Center, would serve as a great amenity for both our company and our many Lincolnshire employees. Currently there is a lack of this level of entertainment and recreation offerings within the area and this would help to fill the gap.

In addition to the positive impact on our employees, we believe the development would have a positive impact on the Village as a whole, along with its residents and businesses.

Sincerely,
Raymond Alm
Facilities & Campus Optimization Manager
Sysmex Corporation

Tonya Zozulya

From: Charles Lamphere <crl@vvco.com>
Sent: Monday, February 05, 2018 9:34 AM
To: Tonya Zozulya
Subject: Proposed Entertainment Complex at the NWC of Route 22 and the Tri-State

Good Morning Tonya,

We support the concept of the re-zoning of the NWC of route 22 and the Tri-State Tollway for the development of an entertainment, sports and wellness complex. Such a complex would offer additional recreational opportunities for both residential and corporate residents in the Village, which would enhance the attractiveness of the Village for other businesses. Hopefully this proposed development will be greeted warmly by the Village leaders.

Thank you.

Chuck

Charles R. Lamphere
President, CEO
Van Vlissingen and Co.
1 Overlook Point, Suite 100
Lincolnshire, IL 60069

847.634.2300 (w)

847.634.9598 (f)

crl@vvco.com

www.vvco.com



February 2, 2018

RE: North Shore Entertainment Complex

Mayor Elizabeth Brandt & Village Trustees,

I'd like to express our enthusiastic support of the proposed Topgolf and St James Sports & Fitness Center complex currently proposed on the Route 22 and I-94 site in Lincolnshire.

We believe that our resort will be the beneficiary of increased hotel occupancy on weekends due to the regional draw created by sporting tournaments at the St James. This will be a welcome supplement to our strong corporate bookings that are occurring during the business week. We also view Topgolf as being complimentary to our Crane's Landing golf course as it supports introduction and continued play of the game of golf and does not directly compete with our 18 hole course.

In addition to the positive impact expected on the Marriott Lincolnshire Resort, we also envision the new development will have a significant positive impact on the Village, its residents and surrounding businesses. With a shortage of sports fields in Lake County, any addition of indoor or outdoor field space is welcomed by all hoteliers and businesses as our CVB continues to compete for larger county-wide sports competitions. This proposed facility would certainly help Lake County stay competitive in this regard.

We believe a first-class facility of this nature would enhance the Lincolnshire experience for residents, visitors and guests.

Many thanks,

A handwritten signature in dark ink, appearing to read 'Eric J. Bates', written over a light blue horizontal line.

Eric J. Bates
General Manager
Marriott Lincolnshire Resort
10 Marriott Drive
Lincolnshire, Illinois. 60069



Adlai E. Stevenson High School

February 7, 2018

Mayor Elizabeth Brandt
Village of Lincolnshire
One Olde Half Day
Lincolnshire, IL 60069

Mayor Elizabeth Brandt and Board of Trustees,

I am writing in response to a request from Tom Savage, Vice President of Glenstar Properties, in regards to the old Hewitt & Associates property located off Route 22.

While the District typically does not get involved in supporting a development (positively or negatively), we can say the development of this property as outlined at the December 11, 2017 meeting of the whole would generate additional tax revenue without adding additional students to the school system.

Furthermore, the St. James Proposal includes many facilities that our school would be interested in renting for athletic and afterschool activities. This would keep sales revenue and shorten transportation of students to off campus facilities.

In conclusion, this proposed development would benefit the District from a financial and facility standpoint without additional students. If you have any questions or concern, please feel free to contact me at (847) 415-4117.

**ASSISTANT
SUPERINTENDENT FOR
BUSINESS**

Sean Carney
scarney@d125.org
847-415-4117

DIRECTOR'S ASSISTANT

Lorena Garcia
lgarcia@d125.org
847-415-4119

Sincerely,

Sean P. Carney

"SUCCESS FOR
EVERY STUDENT"

February 2, 2018

Mayor Elizabeth Brandt & Village Trustees
Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069

Dear Mayor Brandt & Village Trustees,

I am writing to express our support of the proposed North Shore Sports & Entertainment Complex development to be located at Route 22 and I-94, within the Village of Lincolnshire.

As Lake County's leading economic development corporation, we're committed to making sure that Lake County remains a wonderful place to live, work and play. The redevelopment proposed at the North Shore Sports & Entertainment Complex blends the priorities of maintaining economic vitality and enhancing quality of life. We look forward to adding this new project to the list of assets that help Lake County attract and retain top talent and top employers.

The proposed Topgolf and St. James Sports & Recreation Center is an exciting addition to the Lincolnshire community. We look forward to following the progress of the development. If we can be of assistance in that process, please feel free to contact me.

Sincerely,



Kevin Considine
President & CEO
Lake County Partners



Visit Lake County
5465 W. Grand Ave. Suite 100
Gurnee, IL 60031

February 1, 2018

Subject: Proposed Redevelopment at Route 22 & I-94

Dear Mayor Elizabeth Brandt & Village Trustees,

I am writing to express our support of the proposed North Shore Entertainment Complex development to be located at Route 22 and I-94, within the Village of Lincolnshire.

A redevelopment of this nature aligns with Visit Lake County's mission to promote the region as an attractive destination for visitors and deliver exceptional experiences that enhance the economic vitality of Lake County and its communities.

Not only will Lake County, the Village of Lincolnshire and its residents benefit from this development, but the surrounding businesses, shops, and hotels will be the beneficiary of the local and regional draw that Topgolf and the St. James will inherently create.

We believe that this project will create both a positive social, and economic impact on the area and fill a gap that currently exists for a sports and entertainment of this stature in Lake County.

Sincerely,
Maureen
President
Visit Lake County

COMPILED PUBLIC COMMENTS RECEIVED VIA EMAIL AS OF 2/8/18

GlenStar Proposal

Rob Weinberg

Dear Trustee McDonough:

Happy New Year!

Needless to say, a number of property owners in Sutton Place are concerned over the initial plans for the old Hewitt/Medline property and have expressed a number of concerns to me (as Association President).

Some of the initial concerns are:

1. Traffic congestion on Rt. 22 in general.
2. Traffic congestion specifically at the intersection of Rt 22/Westminster (CDW + normal traffic + new development on the Hewitt property).
3. General "retail commercialization" of property adjacent to homes.
4. Destruction of trees in a "Tree Community".
5. Increased costs to city services (ie: police & fire)
6. Changing the "residential look" of East half Day Rd.

While these are only a few of the concerns expressed to me, I'm sure there are or will be others.

Would it be possible to alert the Sutton Place Board when discussions about this property are scheduled to take place so we can be part of the discussion?

Sincerely,
Rob Weinberg - President Sutton Place Association
10 Sommerset Ln.
Lincolnshire, IL 60069

Susan Link Olsen

Dear Mayor Brandt,

I am on the Board of the Sutton Place Townhome Association and I cannot begin to tell you how distressed our homeowners are with this proposal. We are already prisoners in our own neighborhood when we try to enter or exit our area during rush hours, competing with the corporate people for room on Half Day Road. Bringing in 500 new employees to this area with a projected 400,000 visitors each year on a 24-hour, seven-days-a-week schedule is not what we moved here for. Please protect your homeowners. Susan Link Olsen

Stuart Aizenberg

I live at 7 Court of Tidewater and have been a Lincolnshire resident for about 20 years. I appreciate the diversity of the community in terms of the mix of quiet residential and businesses, which are mostly west of Milwaukee Avenue.

I was alerted to the possibility of the TopGolf and St. James development on the Medline site just last week. I applaud the Village Board for wanting to bring such additions to the community along with the income they will provide.

However, I also immediately thought that the Medline site is the wrong location. It is too close to residences and located on a road that is already challenged at times with too much traffic.

Those concerns were further amplified this week as I was made aware of complaints against some of TopGolf's existing locations. Here is just one example: <http://www.abc10.com/article/news/local/roseville/residents-frustrated-with-noise-from-new-topgolf-facility/318986711>. There are other examples from different communities that I can share as well.

Do you really want to introduce this into a residential area of our terrific community? Isn't it better suited to a business park west of Milwaukee or in a retail / office area somewhere along Milwaukee?

I don't object to the idea of bringing this development to Lincolnshire. Actually, one benefit could very well be the drunk driving charges that can be filed on people leaving TopGolf all evening until 1 AM when they close.

I do object to the location of the planned development. It's not the kind of neighbor I was looking for when I moved to Lincolnshire. It is not the kind of neighbor I want now and there is great concern that such a development will damage my property value.

Steven McCoy

Typical politics....it seems like the new proposed sports complex is a DONE DEAL, screw input from local residents, (that will be impacted). It seems like you in your infinite wisdom have already decided this issue. This is a democratic republic (at least I thought), and as a resident of Wood Creek, I think mine and my neighbors input ought to give you pause before you run head strong in to approving this development!

Scott Tarnoff

Brad-

I viewed the presentation by Glenstar on Dec 11th and have researched the impact Top Golf has had on several communities. I am strongly opposed to allowing the development to proceed. A large number of families in the community feel the same way. I urge you and the board to research the negative impact Top Golf has had on many communities before proceeding further in discussions.

Tonya-

I viewed the presentation by Glenstar on Dec 11th and have researched the impact Top Golf has had on several communities. I am strongly opposed to allowing the development to proceed. A large number of families in the community feel the same way. I urge you and the board to research the negative impact Top Golf has had on many communities before proceeding further in discussions.

Linda Barnhart

I am writing this about the TopGolf development. We moved to Lincolnshire 15 years ago - basically worked our entire lives to be able to live in such a beautiful, calm, forested upscale community. We love our quiet environment. I strongly oppose building a TopGolf on the Hewitt property. Homes are virtually across the street and this would be a nightmare for all of us. Noise, drinking, music - til very late. The traffic, lights, noise- you truly believe this is a good fit for our town? And what about the people who live nearby? I hardly think you'd want to live within 2 miles of such a place! We love it here - PLEASE don't ruin our neighborhood or our town!

Kelly Kalmes

Comments: To Lincolnshire Village Board and City Planning and Development:

Topgolf is a great idea for Lincolnshire. The financial benefits are huge.

The question you need to seriously consider: is this the best location for this opportunity for Lincolnshire and its residents?

Does this proposal comply with village ordinances or rules?

- Complement or be compatible with the surrounding uses and community facilities
- Contribute to, enhance, or promote the welfare of the area of request and adjacent properties
- Not be detrimental to the public health, safety, or general welfare
- Conform in all other respects to all applicable zoning regulations and standards
- Be in conformance with a comprehensive plan

Consider how any of these requirements are met based on the following:

Noise, Lights and Hours of Operation:

Have you researched what has happened with Topgolf in other communities and the impact it has had on residents?

- Consider Overland Park with 15 noise complaints in the first two months of operation
- Alexandria Virginia where Fairfax County supervisor Jeff McKay noted: "Topgolf has been very successful; however, this success has not come without a price to the community. For the last few years, due to Topgolf's growth, I have received complaint after complaint about the noise, parking problems, and the negative impact on the adjacent Kingstowne neighborhoods. With the addition of live music on weekends, Topgolf has grown beyond a driving range and can sometimes look more like a nightclub. As a result."
- At the proposed Cary Town Center location in North Carolina, Adrienne Chance, Topgolf's director of corporate communications noted "As we were testing during due diligence, we

became concerned about our ability to sufficiently mitigate the lighting and noise issues for the local neighborhood. The last thing we want is to be a nuisance to the people living close to one of our locations.” Consider that the closest homes to the proposed Thornton Topgolf will be 800 feet away – the same distance as the homes adjacent to the proposed Cary, NC location. (Lincolnshire will be 250 feet from this facility.) If they are concerned about 800 feet, well than Lincolnshire residents will definitely be affected.

If Topgolf is unable to mitigate noise and lighting with this location, what is Lincolnshire doing to ensure a different outcome for its residents? Can you read these experiences and be convinced that Topgolf will meet village compliance?

Why isn't Lincolnshire considering other locations in the village where Topgolf could fit without zoning changes being necessary?

It is undeniable that Topgolf would be a great economic driver for Lincolnshire, if this is the type of village Lincolnshire is. I for one came here to get away from the “Schaumburg”, Rolling Meadows”, and Vernon Hills type communities. I came because of a sentence in the mission of Lincolnshire; to protect the pastoral environment and character of the residential areas of the Village. Economic and business development in a village or any business must absolutely consider revenue, but that is only one component to any successful entity. Consider that the proposal also includes the St. James facility. Even though that will affect traffic, and parking lights, it might not affect noise and lighting until potentially 2:00am and will generate revenue. Successful community and business development follows a planned strategy, it is not simply a reaction to any proposal that gets submitted.

Land use, noise, lights, hours of operation – can we prevent a problem vs. becoming the next community reacting to one?

At a minimum, please see for yourself prior to making a decision on behalf of the people you represent. Visit the Naperville Topgolf location in the evening and consider if that's what should be 250 ft. from the home of any Lincolnshire resident you were elected to represent.

As a Lincolnshire resident, I ask that your vote is "no" to Topgolf.

Kehua Zhang

Dear Brad,

My name is Kehua Zhang and I currently live in 101 Fallstone street, the first house you will see if you get onto old mill road from half day road. (see attached map)

The reason I am writing to you is to show our deepest concern regarding your 'TopGolf' project. I have seen the video on 12/11/2017 about this proposal and you surprisingly seemed very supportive with very little concern to the project impacts to the nearby neighborhood. We moved here from beautiful Madison Wi a couple of years ago to enjoy a quiet neighborhood and a good school district. It turned out to be a good decision since we settled down here. Our kids go to DW and Sprague and enjoy every day there. However, we are very disappointed by your decision to support 'TopGolf' project. If you google it, you can see all kinds of complaints from nearby residents about noise and light brought by TopGolf. There is even an on-going law suit against TopGolf. To put it simple, if we would know there will be a TopGolf close by, we would never buy the house here. Simple question to you, will you allow this to happen, if you live in our neighborhood?

I am not sure if you will see this email but whoever reads this email, please let me know what is the process to let our voice and concern to be heard? What are our rights in this particular approval/review process?

Please let us know how we can get our voice to be heard.

Thanks,

Jennifer Zittnan Boldry

Dear Elected and Appointed Lincolnshire Officials,

It has come to my attention that a TopGolf entertainment/sports facility is being considered as a venue for the currently vacant AON site. I would like to express my deep reservations regarding this particular venue for that site. As a nearby resident, I have major concerns regarding the increase in traffic, noise, lighting, and potential crime that may occur with the opening of TopGolf on this site. Please vote NO. Do not bring TopGolf to Lincolnshire. Thank you.

Barry May

Brad & Tonya,

Attached please find a PDF of a letter I have written to the Mayor & Trustees. Your website doesn't allow attachments or graphics, so I am asking you to be sure all involved have received a copy. If all emails follow the same format, then I too will be sending a copy.

As paid professionals I'm quite sure you realize the negative impacts this part of the development will cause ... and no, I don't expect you to admit that ... as your current supervisor seems to really like this project. But you will be here much longer than she, even if reports that she is leaving Lincolnshire are not accurate.

We the residents, are your real employers, and if we have to drive by Topgolf everyday, coming from and going home, we won't forget *anyone* involved.

Bob Schafer

Please advise:

1. How will the proposed use be granted without a zoning change?
2. While accommodating to places like the Western Suburbs, Mundelein, Vernon Hills, Buffalo Grove, and the like, how does it blend/fit with Lincolnshire?
3. If granted, will parking be prohibited on Route 22?
4. If granted, will signage be visible from Route 22?
5. If granted, will any outdoor sound systems be allowed to operate on the property; and, if so, how far off the property will the developed sound be allowed to be heard.

Please copy this communication to the Board of Trustees.

Thanks for your time and attention.

Thank you for your prompt response.

I will be out of the country on Feb 12th.

Please record my opposition to the proposal; and, specifically, to any zoning change to the parcel.

My concern also goes to the general “attractive nuisance” the proposal would bring to the area. I do not believe its draw and appeal fits the mood and tone of the Village of Lincolnshire. It is more in tune with various Western Suburbs and communities similar to Mundelein, Vernon Hills, or Buffalo Grove. Signage is completely out of place with the property. Anything more than what currently exists would be totally out of place.

Please advise when minutes of the Feb 12th meeting will be available, and place me on any list for notifications regarding any future meetings on the topic, no matter what the jurisdiction.

Thanks for your prompt response.

Please find additional questions:

Questions Re GlenStar Properties Proposal

1. There are numerous bodies of water on the parcel. Are they proposed to be maintained?
2. What specific activities will be offered 24 hours per day, seven days per week?
3. What is a “huge” demand, and how did the proponent identify it?
4. If Libertyville is considered being in the north suburbs, why is their very similar athletic facility ignored?
5. Instead of speculating what “could” happen, why can't/won't the proponent identify the number of people the recreation center will employ on a full and part-time basis?
6. What calculation results in the conclusion of 1.5 million customers per year?
7. What studies have revealed the impact of up to 4,110 vehicles per day upon the entrance to the property?
8. What facilities will the development offer to park up to 4,110 vehicles per day?
9. How was the assumption of drawing people from a 15 mile radius determined? Is the customer demographic limited to a 15 mile limit? What is the population of the customer demographic within the given circle?
10. From the 1.5 million customers per year, how many will access the property traveling eastbound on Route 22; how many traveling westbound; and how many traveling north and southbound on the Tollway?
11. Topgolf is alleged to add up to 500 additional employees. How many are part-time and how many are full-time?
12. Topgolf is alleged to add an additional 400,000 customers per year, or 1,096 per day. How will these additions impact the issues raised in questions 6-8?
13. What are the proposed hours of operation for the bar(s) and restaurant(s)?

14. Are any existing structures proposed for demolition?
15. Will any of the existing vegetation be removed?
16. Will any proposed structures be shielded from view from Route 22?
17. What impact will the proposed vehicular access have on the capacity of existing roadways and turning lanes?
18. What impact will the proposed development have on current levels of rain and snow runoff?
19. What impact will the proposed development have on police and fire staffs?
20. What is the anticipated revenue to The Village, and what is guaranteed?
21. Are any tax abatements part of the proposal?
22. Why would Lincolnshire want to increase traffic and population density to become some undefined "tourist" spot?
23. What is "exciting" about a driving range and some athletic facilities?
24. How many restaurants can Lincolnshire plan to support?
25. Why does a small village need a large-scale project?
26. How is this proposal an integral part of Lincolnshire's plan of development?

Bob Schafer, Sent from my iPad

Bob Auer

Mayor, I hope you have a chance to visit one of the several Top Golf facilities prior to the meeting scheduled for next Monday. If this is approved be prepared to have many issues you have not thought about will begin to surface. I have talked with friends both in Indiana, Ohio and Illinois about alcohol, certain types of smoke lighting and music. I am sure this will also require tree removal. More important have you ever sat in traffic on route 22 during late afternoon. You will have to beef up our police manpower. I know for a fact property values are under pressure since this issue impacted recent sale discussions. This pressure will impact not only adjacent property sales but others do to bad press if incidents create arrests. Lastly who owns the property? I deal a lot in my business and wonder how hard is this being marketed. Have the owners been aggressive in this process. Thanks and I know the attendees will be looking forward to an open discussion.

Best Regards Bob Auer

Margo Tsim

As a long time resident of Lincolnshire (20 years) I am very concerned about the proposed Top Golf sports and entertainment complex. I have several specific areas of concern 1. Traffic on Rt 22 which is already congested. Homes surrounding the proposed project will be negatively affected by additional traffic. 2. Lighting and noise during the week and especially during the weekends will negatively affect homeowners and wildlife that call Lincolnshire home. 3. Security for honored in surrounding areas. Wood Creek Courts like all other neighborhood does not have sidewalks so people wanting to go for a walk do so in the street. Guests who have been drinking at Top Golf may find themselves driving into Wood Creek Courts and may put our residents in mortal danger.

I sincerely hope the village will not approve this project.
Margo Tsim

Robert P. Schnell

I am writing to express my concern about the proposed rezoning of the Hewitt - AON property to allow the development of a "Gaming and Entertainment" campus, to include a Top Golf facility and a St. James sports and gaming complex.

I understand that this development, which will include sports facilities, the sale of food and alcohol, gaming, music and other forms of entertainment is expected to attract as many as 1.9 million visitors per year.

While there may be tax revenue advantages to this development, the cost to the community in general and adjacent residents in particular must also be considered.

Principle areas of concern:

Traffic - will be heaviest in the evening and on weekends impacting family time for all residents
congestion

accidents/injuries/fatalities

Noise pollution - again late into the evening and on weekends

Light pollution

Environmental impact

Visual impact

Impact on drainage

Loss of habitat for wildlife

Loss of woodlands and wetlands

Impact on property values to adjacent residents

Cost of additional burden on local police and services

Potential for increase in crime

I have no doubt that the Village of Rosemont, IL had nothing but the best of intentions when they decided to cater to the entertainment and gaming industry some 50 years ago, and I am sure they also found the potential increase in tax revenue attractive.

I would not want to see the formerly quiet and largely wooded residential community of Lincolnshire forever transformed to the detriment its residents, as Rosemont has been, by the blind pursuit of tax revenue.

As a resident of Lincolnshire I respectfully demand that a thorough evaluation of the full impact of this proposed zoning change and commercial development, with active involvement of residents of the community, be immediately undertaken before proceeding further.

Sincerely,

Robert P. Schnell
7 Court of Connecticut River Valley
Lincolnshire, IL 60069

Robert Samson

The proposal for rezoning of the former Hewett Property and the proposed plans for redevelopment would be a disaster for Lincolnshire and its residents. A large amusement complex would change the character of the community in a very negative way and adversely affect the people nearby. In addition it would cause massive traffic problems on Route 22 if only a fraction of the projected users became real. The village infrastructure is inadequate to handle such a development. I urge you to vote against any zone change.

Sandy Simon

I have lived at 7 Court of Tidewater in Lincolnshire for more than 15 years. I enjoy the quiet, peaceful neighborhood of Wood Creek Courts. I like the idea of the added revenue that a TopGolf can bring the Village; however, the proposed spot is right near a residential area. I have read the complaints of others once a TopGolf opened near their neighborhood. I don't want to have to deal with that on a daily basis. Not only with the noise level be a problem, but the lights, crowds and added traffic is a major concern. Route 22 already backs up terribly in the late afternoon. Sometimes the back up is so bad that it effects traffic on 94 heading North. I commute to/from work in Skokie. I don't want my ride home to get longer or unbearable. Route 22 has already been widened and it can't handle the current traffic. I urge you to consider another location in Lincolnshire that is near an unincorporated area or near a commercial business. If this moves in, we will seriously need to consider moving out. Would you want to live right next to TopGolf? Thank you for your time and consideration.

Dear Mayor Brandt,

I have lived at 7 Court of Tidewater in Lincolnshire for more than 15 years. I enjoy the quiet, peaceful neighborhood of Wood Creek Courts. I like the idea of the added revenue that a TopGolf can bring the Village; however, the proposed spot is right near a residential area. I have read the complaints of others once a TopGolf opened near their neighborhood. I don't want to have to deal with that on a daily basis. Not only with the noise level be a problem, but the lights, crowds and added traffic is a major concern. Route 22 already backs up terribly in the late afternoon. Sometimes the back up is so bad that it effects traffic on 94 heading North. I commute to/from work in Skokie. I don't want my ride home to get longer or unbearable. Route 22 has already been widened and it can't handle the current traffic. I urge you to consider another location in Lincolnshire that is near an unincorporated area or near a commercial business. If this moves in, we will seriously need to consider moving out. Would you want to live right next to TopGolf? Thank you for your time and consideration.

John Munsell

My wife (Pam Munsell) and I are 39 year residents of Lincolnshire , and we are writing to express our strong opposition to the zoning changes involving the Hewitt/Aon property that would facilitate the advent of Top Golf in our community. We hope that your concerns of the citizens of your community will lead you to seek less intrusive ways of filling the Village's coffers. Top Golf will pose a major disruption to our lives and that of others like us who live anywhere near Route 22.. Please, please do not do this.

Respectfully,
Dr. and Mrs. John Munsell

I am writing this note after several nights of lost sleep, I'll do my best to stay civil, but what can you expect from a man who finds his home, his neighbors, and his community under sneak attack. I thought a lack of concern for it's constituents was mostly a problem in Washington, or at worst downstate. The whole idea of local government is to protect us, at the city, town, or village level, where we can almost know each other. We can CERTAINLY go to the exact spot where a governable action will take place, and consider how it's citizens will be effected.

That could not have been done here, by any sane observer.

Here is the view from my bedroom window - not magnified or distorted in any way:



Hewitt built a beautiful building carefully integrated into the environment, as REQUIRED BY LINCOLNSHIRE, when they were doing their job.

It is virtually invisible in the summer, and not ugly, bright or disruptive in the winter. When it was fully occupied it adds significantly, but tolerably to the rather dangerous traffic which was already exacerbated by 22's widening.

There was an accident with injuries at that light yesterday, a common experience, without bars serving giant drinks in Golf Bags, at the corner.

But you want to add this?!!!



Topgolf is a rowdy night club DISGUISED as a driving range, and not a family oriented experience. Depending on your perspective this may be great, but it belongs far from homes - some 20 have a view similar to mine, with 200 harshly impacted, and several square miles that will hear the noise, or perhaps be killed by lost, drunk drivers. Don't pass on their promises without reading all of the reports ... they promised all of the cities that they would comply with regulations, but shockingly, that seems to be a problem to achieve.

I don't intend to plead the entire case in this email. I have documents and "8x10 color photographs with circles and arrows and a paragraph on the back of each one".

I'm not happy about the zoning being changed in any way ... including your tricky "reclassification" that has already been executed. They'll be no midnight votes, or other tricks in this matter, it is far too important for our village and neighborhood.

Half Day Road, named such because it was a 1/2 day's trip from Chicago at that time, has a long and proud tradition of being the residential entrance to Lincolnshire. There are very few businesses on route 22, and they only exist at non-residential intersections 41, 43, & 21. So after many beautiful trees and their oxygen are destroyed, and the sound of the tollway extends another few miles into North Lincolnshire. The first impression a visitor, or the welcome a homeowner views as they near home, at the entrance to Lincolnshire will be a noisy neon lit super bar instead of a beautiful wooded office park. There may be little demand for offices right now, but that is a cyclical problem just like the schools ... there will come a day when we need more offices and children.

How audacious of you to declare a moratorium on tree replacement after mercilessly fining residents over tree issues for years upholding a high environmental standard. I don't remember a vote changing our Tree City USA status. Do you actually understand that two mature trees supply a family of 4 their precious oxygen ... do you feel authorized to compromise that?

Believe it or not, I am a practical person, and the highest and best use of the land must consider all land around it - I've been here for 25 years ... my house for 40 ... that matters. I came here to retire in peace and quiet. I've paid taxes for Stevenson et cetera for 25 years AFTER my daughter graduated from Deerfield. I've lived in Lake county for 62 years ... how about you? This project could lower property values by many millions of dollars, reducing property taxes, and offsetting most of any possible split sales tax benefit.

However, empty isn't the best use, so with the right understandings, most of the rest of Glenstar's plans are possible. Answers that promise problem fixes won't fly ... problems need to be avoided ... No bright lights, no noise, no DUI's. Topgolf's sole raison d'etre is to sell alcohol ... that's easy to prove. Convincing anyone that it belongs with residences on 3 sides is impossible if you tell the truth, and we will be there to demand it.

I stopped by to meet with the mayor and found that you don't keep specific hours, so I am requesting that we set up a meeting in the next few days.

I would be glad to meet with any and all Lincolnshire board members and staff.

Avoiding facing us directly will just prove you do not understand who you represent.

#HellNo2Topgolf!

Barry May
SoHoDr@gmail.com

Hello TopGolf. Goodbye Peaceful Neighborhood.



The Village of Lincolnshire wants to put one of these huge facilities less than a mile from your home, on the site of the former AON Hewitt headquarters. It could affect you personally in many ways. Read on.

On Monday, February 12 at 7 pm, the village will be hosting a public hearing in the Meeting Room at Lincolnshire Village Hall, the stated purpose of which is to "consider an application for a map amendment (rezoning) from Office Campus to B2 General Business and a special use Planned Unit Development, with an exception for the maximum height of site improvements." (So you know, a PUD allows the village to pretty much do whatever they want with the property.)

It is critical that as many of us as possible show up at this meeting on the 12th to adamantly tell the board that we are against any development that includes a TopGolf facility.

The developer is GlenStar Properties LLC., and they want to build two venues and possibly more:

1) The St. James, (a health and wellness center) is planned to be a 450,000 square foot, 75-foot tall building which will operate 24/7, with estimated annual guests of 1.5 million a year plus 400 employees, requiring up to 1000 parking spaces. The developers are also considering a restaurant and a limited use hotel.

2) TopGolf entertainment complex will be a 65,000 square foot, 60-foot tall, 3-story building with a three-tiered driving range, complete with 175-foot tall netting. It features driving range games, food, alcohol, indoor/outdoor music and parties, including tournaments. Operational hours of 9:00am to 11:00pm during the week, and weekends until 2:00am. Their estimated annual guests will number 400,000 plus 500 employees, which could require multi-story garages to accommodate everyone.

As nice and upscale as the St. James may sound, the real concern is the TopGolf facility, which caters to what appears to be primarily millennials. As Mr. Diamond (the Developer representative) put it, "the target market is younger than you might think."

The vast majority of TopGolf facilities are located in unincorporated areas or near other commercial businesses (i.e., properties along interstates which are not affected by noise, light or safety issues). In Wood Dale, IL, for instance, the nearest residence is about 1.5 miles away. In Naperville, they are located in an industrial area.

Our neighborhood is closer than 1.5 miles from the AON Hewitt site. And we definitely would be affected by noise, light and safety issues. The proposed version of this facility is designed for playing the TopGolf scoring games. It will accommodate as many as 100 bays equipped with heaters, seating, piped-in music, drink and food service. Corporate parties are encouraged. Outdoor areas will be used for parties and DJ nights, complete with sound systems and neon lighting.

In addition, there are pending lawsuits against TopGolf in Texas, Colorado, Virginia, Alabama and California, primarily for noise, lighting or safety issues. We want to avoid these, especially after the fact.

So what can we do? We must let the village know how we feel. Here's how:

- 1) If you are confused about what the village intends to do, go to the Lincolnshire website: www.village.lincolnshire.il.us/government. Or just Google "Village of Lincolnshire IL." Click on the heading "Government", then to "Agendas, Minutes, Packets & Video". Scroll down to the December 11 "Committee of the Whole" meeting. Open "Video" and watch the 28-minute presentation and discussion featuring Mr. Diamond from GlenStar Properties and commentary from our mayor and her board.
- 2) Write emails to the board members (look under "Government" on the same website and click on "Elected and Appointed Officials" -- you can email the mayor directly as well as the board members.) You can also call the village and speak with or leave messages for the mayor and other board members-- just call 847-883-8600. And, of course, feel free to stop by in person and tell anyone who is willing to meet with you how you feel. Don't forget to reach out to Village Manager Brad Burke as well as Tonya Zuzuliy, Economic Development Coordinator.
- 3) Talk about this with friends and neighbors who live in our village, with people you know from church or temple or with the parents of your children's friends at school. This type of development can have a severe and deleterious effect on our home values and, ultimately, on our schools and everything we hold dear about Lincolnshire. Most of us moved to Lincolnshire to enjoy the quiet, calm living environment. TopGolf could change all that. Permanently.
- 4) If you are still not convinced, go to Google and type in the following search words to see the problems other communities are having with TopGolf:
 - TopGolf Roseville/Residents/Frustrated -- then click on link that says "Frustrated with Noise"
 - Thornton Abandons TopGolf
 - San Jose Residents Sue TopGolf

Most importantly, on February 12, show up at Village Hall and say NO to TopGolf. We must protect our property values, our neighborhood and our way of life in Lincolnshire. Now is the time to show the mayor and the trustees we are serious! As one Naperville city employee said, noise and lights are not a problem because it's located in an industrial area. But, she added, I would not want to live near it.

Screenshots from Recent Facebook Posts – GlenStar Request

 **Linda Caldwell** shared a link.
January 9 at 10:58pm

Thought I would share this...interesting!



Athletic facilities proposed for Lincolnshire office complex

A developer wants to convert a mostly unused Lincolnshire office campus into a recreation, entertainment and fitness complex that would include the Chicago...

DAILYHERALD.COM

 Like  Comment

  Jennifer Jesselson Rogowin, Robin Tanko Babbo and 25 others

 **Lori Amling** Thanks for sharing!!! I love the idea!!

Like Reply

Like

Comment

Jennifer Jesselson Rogown, Robin Tanko Babbe and 25 others

Lori Amling Thanks for sharing!!! I love the idea!!

Like Reply · 3w

Trupti Deshmukh Dixit This will be awesome! Love topgolf!

Like Reply · 3w

Vicki Morelli Love the idea. Would be great for Lincolnshire!

Like Reply · 3w

Nicole Mirabile Colvig I have some concerns. Traffic being one. Think of all the cars getting off the 294 and cars coming from the west on half day.

Like Reply · 3w

Vicki Morelli Agreed however it seem like a small price to pay for much needed tax revenue in Lincolnshire 😊

Like Reply · 3w

Elizabeth Howard Brandt A traffic study will be conducted. However, the flow will be more in the evening and weekends importantly. It provides valuable tax revenue without adding children to our schools and will provide many jobs.

Like Reply · 3w Edited

Linda Caldwell Do these type of establishments tend to have liquor licenses?

Like Reply · 3w

Elizabeth Howard Brandt Top Golf would have a liquor



Elizabeth Howard Brandt A traffic study will be conducted. However, the flow will be more in the evening and weekends. Importantly, it provides valuable tax revenue without adding children to our schools and will provide many jobs.

Like · Reply · 3w · Edited



Linda Caldwell Do these type of establishments tend to have liquor licenses?

Like · Reply · 3w



Elizabeth Howard Brandt Top Golf would have a liquor license since it has a restaurant.

Like · Reply · 3w



Linda Caldwell That's my only concern...love the concept and tax revenue but would want to control any overconsumption of alcohol and people short cutting through our village and neighborhoods, particularly for large events. I'm sure that's top of mind for the village too of course

Like · Reply · 3w



Elizabeth Howard Brandt Of course, there are laws on the books on how much can be served. But with all our restaurants there have been minimum issues and most people Uber, Lyft or have a designated driver if consuming in today's world.

Like · Reply · 3w · Edited



Write a reply

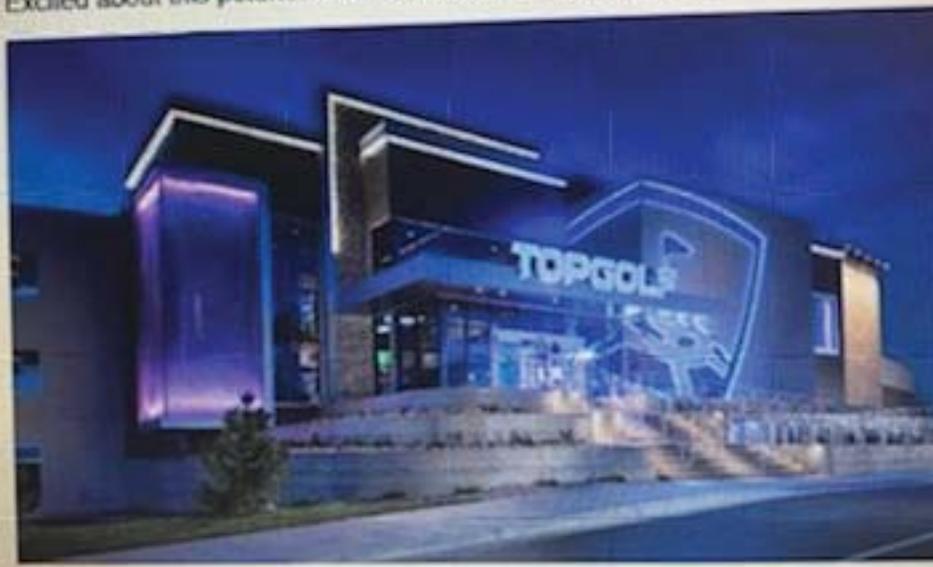


cent



Elizabeth Howard Brandt
December 17, 2017

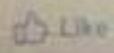
Excited about this potential new development in Lincolnshire!



Athletic facilities proposed for Lincolnshire office complex

A developer wants to convert a mostly unused Lincolnshire office campus into a recreation, entertainment and fitness complex that would include the Chicago area's third Topgolf facility.

DAILYHERALD.COM



Like



Comment



Share

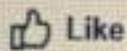
Erin Goodman Cynor, Steve Avel and 63 others



Athletic facilities proposed for Lincolnshire office complex

A developer wants to convert a mostly unused Lincolnshire office campus into a recreation, entertainment and fitness complex that would include the Chicago area's third Topgolf facility.

DAILYHERALD.COM



Like



Comment



Share

  Brynn Goodman Cynor, Steve Auer and 63 others

11 Shares



Katie M Klosterman These are great! (Even for those of us somewhat golf challenged!)

Like · Reply · 7w



Jason Paul Yuhasz They are a ton of fun. When will we know if this goes through. It would be great 🍷

Like · Reply · 7w



Elizabeth Howard Brandt Probably in a month or two

Like · Reply · 7w





Tim Courtney Wow!

Like · Reply · 7w



Jeff Steybe This would be a wonderful use of this property. Being so close to the highway, it could attract revenue from other localities. It seems to offer more than the challenged Libertyville Sports complex.

Like · Reply · 7w

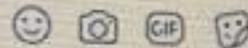


Elizabeth Howard Brandt Agree Jeff Steybe St James Club would have indoor soccer, lacrosse/field hockey field, ice rink and Olympic size pool. Definitely would help fill hotels and restaurants on weekends plus benefit Stevenson, District 103 and LSA sports teams. Importantly ... it is all built and funded by the private sector, generates sales tax revenue and adds NO children to our schools!

Like · Reply · 7w · Edited



Write a reply...



Russell Lissau Thanks for sharing the story, mayor. I agree -- it's a pretty neat proposal.

Like · Reply · 7w



Carol Reichart A great asset for the village!

Like · Reply · 7w



Lynette Karras This would be great, hope it goes through!

Like · Reply · 7w



Elizabeth Howard Brandt replied · 1 Reply



Russell Lissau Thanks for sharing the story, mayor. I agree – it's a pretty neat proposal.

Like · Reply · 7w



Carol Reichart A great asset for the village!

Like · Reply · 7w



Lynette Karras This would be great, hope it goes through!

Like · Reply · 7w

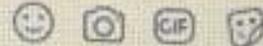


Elizabeth Howard Brandt Lynette Karras ...it has been my goal to bring a year round sports facility and more entertainment to Lincolnshire. The Village Board all agreed to refer it to ARB and supports the concept. We are very optimistic!

Like · Reply · 7w



Write a reply



Brad Goodman Super interesting plan!



Like · Reply · 7w



Sharon Keane Chamberlain Yes! Yes! Yes!



Like · Reply · 7w



Write a comment



Margie Golich Goldman shared your post



December 18, 2017 ·

Alex Goldman Dennis Goldman Top Golf fun in Lincolnshire?

Show Attachment



Like



Comment



Share



2



Write a comment...



Robin Tanko Babbo



December 17, 2017 ·

Yay Lincolnshire. This sounds amazing!

Show Attachment



Like



Comment



Share



You and 13 others

1 Share



Jason Rahimzadeh This would be great. Lincolnshire could use the revenue.

Like · Reply · 7w



Megan Agyeman Agree that would be awesome.

Like · Reply · 7w



Kim Golembo shared your post



December 18, 2017 · 🌐

Jess Reese

Show Attachment



Like



Comment



Share



You, Judy Cooper Greenberg and 2 others



Jess Reese That would be Amazing! 2

Like · Reply · 6w



Judy Cooper Greenberg replied · 2 Replies



Write a comment



Margie Golich Goldman shared your post



December 18, 2017 · 🌐

Alex Goldman Dennis Goldman Top Golf fun in Lincolnshire?

Show Attachment



Like



Comment



Share



Jenny Guss Sugarman shared a link — with Amy Lopata and 5 others

December 21, 2017 · 🌐

Show Attachment

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Comment

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7

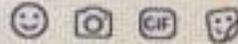


Arlene Sulkin Schusteff Murray Glass 1

Like · Reply · 6w



Write a comment...



Wendy Hork Riback shared a link

December 21, 2017 · 🌐

...

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Comment

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4

1 Share



Lisa Gold Roseman Wow!!!

Like · Reply · 6w



Write a comment...



Robin Tanko Babbo

December 17, 2017 · 🌐

Yay Lincolnshire. This sounds amazing!

Show Attachment



Like



Comment



Share



You and 13 others

1 Share



Jason Rahimzadeh This would be great. Lincolnshire could use the revenue.

Like · Reply · 7w



Megan Agyeman Agree that would be awesome.

Like · Reply · 7w



Write a comment...



Meredith Rosland shared your post.

December 17, 2017 · 🌐

Would be an amazing addition to Lincolnshire!

Show Attachment



Like



Comment



Share



You, JoAnne Jontz Kelly, Ingrid Michael and 7 others



Kristina Dzelme Jegers Then you won't need to dig out your basement 😊

Like · Reply · 7w



1



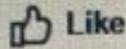
Jackie Curtis shared your post



December 17, 2017 ·

This would be fantastic

Show Attachment



Like



Comment



Share



Brynn Goodman Cynor, Diane Gillis and 5 others



Elizabeth Howard Brandt Thanks ...been working on sports/entertainment complex for awhile! It's been my dream/goal

Like · Reply · 7w



Stephanie Beutlich Merrill We got one last year and it's great!

Like · Reply · 7w



Sharon Lidman Madame mayor! Let's make this happen!!

Like · Reply · 6w



Write a comment...



Bob Jozwiak shared your post



December 17, 2017 ·

Mary Jozwiak

Show Attachment



Like



Comment



Share



Bob Jozwiak and 2 others



Michael Stetson

Like · Reply · 7w

Stephanie Beutlich Merrill We got one last year and it's great!

Like · Reply · 7w

Sharon Lidman Madame mayor! Let's make this happen!!

Like · Reply · 6w

Write a comment...

Bob Jozwiak shared your post.
December 17, 2017 · **AL**

Mary Jozwiak

Show Attachment

Like

Comment

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Bob Jozwiak and 2 others

Michael Steinberg We have one in Orlando, very cool

Like · Reply · 6w

Write a comment...

Some posts may not appear here because of their privacy settings

Brad Goodman Super interesting plan!

Like · Reply · 7w



Kate Murray Harper



8:57AM

Thanks for all you do!! I'm in support of the Top Golf development with restrictions from the board. Think it would be great for our community and like that. (I assume) most traffic would come off the highway. I don't know how people around here think village and schools operate - they need S. Don't know if I can come on the 12th but will try.



Jodi Gestrich Dirks I think it is a great idea. Need more things around us. I hear the highway all the time and I don't think that is great to listen to. I would like to see more businesses move in. Maybe move the coyotes constantly running through the yards.

Like · Reply · 1d



Jodi Gestrich Dirks I understand the opposition and understand but I continue to see the upsides more the downsides. As to comparing to Winnetka not sure I see the alignment. If you have kids in sports you know there is a shortage of space because the cost of the land is too high so to invest in these businesses to help balance the books it is good. Also those coyotes would move. Tired of them in my yard as they were not here when I moved in.

Like · Reply · 1d



4

Rachel Perlman Wow. Please go visit a Top Golf before the pitchforks come out. They're really nice. This is starting to remind me of the excessive handwringing that took place prior to the roundabout being installed on Riverwoods Road. That failed to trigger the downfall of our community and I suspect this will too.

Like · Reply · 3h

Suzanne King Gherardini Having a recently graduated high school student. I am familiar with Top Golf. Stevenson High School kids drove to the Naperville location regularly. Long drive. I like the idea.

Like · Reply · 23h



Christina Wilde Out of curiosity, has anyone actually been to a TopGolf? I'm not trying to start anything, I'm just curious if anyone has any personal experience in actually going to a TopGolf?

Personally, being a millennial, I like the idea of having more things to do around here without having to drive all the way into the city or Naperville to have something to do with my friends. I have been to the TopGolf in Naperville and it's actually a very family friendly environment and they don't let it get rowdy or anything. It would give us somewhere to go as a 20something like the Lincolnshire swim club gave us somewhere to go growing up. I know my parents would like it especially for my younger sister, who is at Stevenson, because she isn't driving all across creation to find something to do to hang with her friends.

I do agree that it is close to residential neighborhoods though (I live in Lincolnshire too! I get it!), so if there was a better location for it (doubtful) like in the Corporate Woods or back by the Regal off of Aptakisic, or off of Deerfield pkwy that would be great. Or during the meeting, if someone could express other ideas or solutions to the noise concern (like part of the building contract is that after opening, the music gets turned down after 11pm on weekends or something like that? Idk, just spitballing)

Just trying to put more ideas out there! 😊

It's important to have alternative solutions or compromises brainstormed before the meeting so the village has more ideas and hears you out more (something I learned growing up with 4 other siblings lol) 😊

Like Reply 23h



Rachel



1

Rachel Perlman I've been to Top Golf - it's great. Very fun and upscale. Quite surprised to hear all the fretting about it here. It's not the type of place that has ragers all night long. People come to play, eat and drink a bit and have fun. I've attended a few corporate events at Top Golf as well - they're typically well done. Go visit one and I think a lot of your concern will dissipate.

Like · Reply · 4h



Lori Amling It's a great idea and I hope they pass it!!!

Like · Reply · 22h

Kate Murray Harper I would prefer a venue like this be placed near the highway with most traffic not driving through town. A location on the other side of Lincolnshire would have a horrific traffic impact. 2M people annually?? That's 5,500 visitors a day. I'm skeptical about their projections. I'm in favor of additional business in Lincolnshire - we need the tax revenue. The Village trustees care about our community and the aesthetics - I trust them.

Like · Reply · 4m

Diane Sigalos I think the st James fitness center would be fabulous in the Medline location—I have an active 7th grade boy who would love it; however, the top golf venue would only bring noise, traffic and trouble to our neighborhoods. I'd support a top golf over by the corporate woods off Milwaukee ave, absolutely, that would be fantastic. NOT by our houses however.

Like · Reply · 23h



Rachel Perlman Wow. Please go visit a Top Golf before the pitchforks come out. They're really nice. This is starting to remind me of the excessive handwringing that took place prior to the roundabout being installed on Riverwoods Road. That failed to trigger the downfall of our community and I suspect this will too.

Like · Reply · 3h

Kate Murray Harper I'm not sure I referred to anything as "the highway side". I believe the location is good for traffic as most patrons will likely roll on and off from the interstate. Based on comments from the village, they have indicated that the lights will face the interstate, a tree line will remain and they have requested noise restrictions. I'm willing to listen to the proposal.

Like · Reply · 1m

Kristen Paletti Eastman

12:23pm Feb 6

I'm all for this!! The Marriott has late parties in the summer too so we already have this. Lincolnshire needs the development and TopGolf is a great addition. Soccer, hockey, golf!

Kathleen Stone Klipp If it's situated near Milwaukee Avenue in the area zoned for business, I'm fine with Top Golf. Commercial revenue in Lincolnshire keeps our real estate taxes lower. I've been here 27 years. Have seen a lot of change. Our Village Board is very picky!!!! I trust their judgement. Just saying.

Like · Reply · 29m

Alisa Rubinstein Levine I can't even see Hewitt. Maybe if they don't take 80% of the trees down it would be better. Lincolnshire desperately needs businesses.

Like · Reply · 1h

Leslie Cornell Alisa Rubinstein Levine agree. I can't see it, either! And hopefully traffic won't be too bad since it's right off the highway and busy times are post-rush hour. Still need more info but the Shire could use the money!

Like · Reply · 6m

Judy DeWald

4:24pm Feb 7

The posts regarding the possible addition of businesses at the old Hewett site have been interesting, and the old adage that history repeats itself fits here. We are all of the same opinion - not in my back yard, keep Lincolnshire quaint, keep our school population down and so on. A bit of history.....we are 30+ years in Lincolnshire. 22 was one lane and some days it took my husband 45 minutes or more to get home to Surrey Ln from where he worked next door to Trinity in the Fig Leaf building. Yes, that long. There were those who vehemently opposed the widening. Keep Lincolnshire 'quaint' was the rallying cry for many, widening would destroy our community. When we moved here, my young children could cross Riverwoods Rd without a lot of worry, Whytegate was a single street, Meadows was a tree farm, Banner was a woods and Old Mill a woods buffering those on Surrey from the then 2 lane tri-state noise. A barber shop occupied Walgreen space and Half Day School was not an active school, homes lined Milwaukee where Culver's is going in.....and more. Since then, 22 was widened, there has been a 'downtown' added, VH has built up the area at Milwaukee/45, developments on Brookwood, Old Mill, The Meadows, Banner Day Camp, Sutton Place, CDW buildings and more have all been built, all of which everyone in Lincolnshire uses in some capacity. And now, many are using the same "keep Lincolnshire quaint", voicing the same concerns that have been raised over the past 30+ years and yet our Village remains quaint in your eyes. We opposed the expansion and zoning changes at Banner Day Camp because they now are allowed to host summer weekend corporate parties with alcoholic beverages, next to a (proposed at the time) park used by local children. But the majority of opinion of Lincolnshire residents most likely would be that Banner Day Camp is a great addition to our community. Sound familiar? As a long time resident who has seen many changes, we know there is a long way to go on any new additions and you have to trust the strict process that Lincolnshire has in place. If you like Lincolnshire the way it is, that process has obviously worked.

Nancy Chapman Feddermann Bravo, Judy! As a 37 year resident of Lincolnshire who opposed the widening of Rt 22 until I realized it was a foregone conclusion and it would be better to negotiate "the best possible outcome" for the community, your thoughtful comments are appreciated.

Like · Reply · 16m

Carol Reichart well said Judy DeWald



Like · Reply · 10m

Roxanne Keener Wolter

6:02pm Feb 7

I like the idea of a development that would reduce school strain and potentially reduce our taxes?? Do understand concern of close residential streets. There are construction acoustic and lighting design options that can reduce this impact if the village requires it from the developer. I would recommend the village require a consultant to address these build issues within any agreement.

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Mayor and Board of Trustees of the Village of Lincolnshire will conduct a Public Hearing on Monday, February 12, 2018 beginning at 7:00 P.M., or as soon thereafter as practical, in the Meeting Room of the Lincolnshire Village Hall, One Oldie Half Day Road, Lincolnshire, Illinois to consider an application for a map amendment (rezoning) from Office Campus to B2 General Business and a special use for a Planned Unit Development, with an exception for the maximum height of site improvements, for the 43-acre property located at 90, 98 and 100 Half Day Road and identified as Property Index Number (PIN) 15-13-400-043; 15-13-400-044; 15-13-400-045 and 15-13-200-008. The petitioner is GlenStar Properties LLC, the contract purchaser of the Subject Property, with consent of Medline Industries, Inc., the owner of the property. The project file is available for viewing in the Community & Economic Development Department of the Village of Lincolnshire during normal business hours to any interested persons who wish to obtain additional information regarding this request. All interested persons present at the Public Hearing will be given an opportunity to be heard. Interested parties may also submit written evidence or testimony in advance to the Community and Economic Development Department. The above indicated public hearing may be continued from time to time and without further notice, on the motion of the Village Board of Trustees.

/s/ Barbara Mostandrea,
Village Clerk
Village Board
Village of Lincolnshire
01/22/18
Published in Daily Herald
January 26, 2018 (4491975)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Daily Herald

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin, Antioch, Arlington Heights, Aurora, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Campton Hills, Carpentersville, Cary, Deer Park, Des Plaines, South Elgin, East Dundee, Elburn, Elgin, Elk Grove Village, Fox Lake, Fox River Grove, Geneva, Gilberts, Grayslake, Green Oaks, Gurnee, Hainesville, Hampshire, Hanover Park, Hawthorn Woods, Hoffman Estates, Huntley, Inverness, Island Lake, Kildeer, Lake Villa, Lake in the Hills, Lake Zurich, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Mt. Prospect, Mundelein, Palatine, Prospect Heights, Rolling Meadows, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake park, Schaumburg, Sleepy Hollow, St. Charles, Streamwood, Tower Lakes, Vernon Hills, Volo, Wauconda, Wheeling, West Dundee, Wildwood, Sugar Grove, North Aurora

County(ies) of Cook, Kane, Lake, McHenry and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the **DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published January 26, 2018 in said **DAILY HERALD**.

IN WITNESS WHEREOF, the undersigned, the said **PADDOCK PUBLICATIONS, Inc.**, has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

PADDOCK PUBLICATIONS, INC.
DAILY HERALD NEWSPAPERS

BY *Daula Baltz*
Authorized Agent

Control # 4491975

Public Notification for Public Hearings

Applications for Amendment, Rezoning, Variance, and Special Use requests must provide public notification of the public hearing. The Applicant must obtain a list of all owners of record for all lots within 250 feet of the subject parcel for which the Application is being sought. Information on all persons to whom the current real estate tax bills are sent, mailing address, property address, and Permanent Index Number (PIN) for all properties within 250 feet of the subject parcel(s) is available at the **Vernon Township Assessor's Office, 3050 Main Street, Buffalo Grove, Illinois, (847) 634-4602.**

The Planning Staff will provide the Applicant with an electronic copy of the public hearing language for use in mailing. The Applicant will be required to send such notices by certified or registered mail, with return receipt requested, no more than thirty (30) calendar days nor less than fifteen (15) calendar days in advance of the Public Hearing. Upon completion of the public notification mailings, a sworn affidavit (see Notification of Public Hearing Affidavit below) verifying mailing shall be filed with the Department of Community Development no less than four (4) business days in advance of the Public Hearing.

Notification of Public Hearing Affidavit

I, Peter M. Friedman, hereby certify under penalty of perjury as follows:

1. That on the 25th day of January, 2018, such day being not less than 15 days before the hearing so described, affiant caused to be mailed, through certified or registered mail, return receipt requested, in the Post Office of Chicago, Illinois, copies of the attached Notice of Public Hearing to the owners, as recorded in the office of the recorder of deeds or the registrar of titles of the county in which the property is located and as appears from the authentic tax records of such county, of all property within 250 feet in each direction of the location for which the application has been filed, excluding public rights of way of the subject site, located at 90, 98 and 100 Half Day Road, Lincolnshire, Illinois, and to the owners, or representatives, of property listed as exempt.

2. That the parties to whom said notice was mailed are set forth on the attached list.

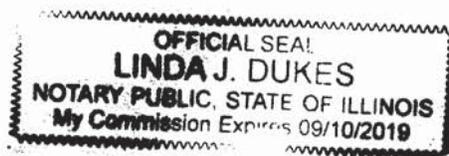
[Please attach list to this Affidavit]

Peter M. Friedman
Signature

Subscribed and sworn to before me

this 26th day of January, 2018.

Linda J. Dukes
Notary Public



Holland & Knight

131 South Dearborn Street, 30th Floor | Chicago, IL 60603 | T 312.263.3600 | F 312.578.6666
Holland & Knight LLP | www.hklaw.com

ADJACENT PROPERTY OWNER PUBLIC NOTICE

Notice is hereby given that the Mayor and Board of Trustees of the Village of Lincolnshire will conduct a Public Hearing on **Monday, February 12, 2018** beginning at 7:00 P.M., or as soon thereafter as practical, in the Meeting Room of the Lincolnshire Village Hall, One Olde Half Day Road, Lincolnshire, Illinois to consider an application for a map amendment (rezoning) from Office Campus to B2 General Business and a special use for a Planned Unit Development, with an exception for the maximum height of site improvements.

For more information regarding proposed uses for this application, please visit the Village website and view the first project under "Developments Under Review" at <http://www.gisconsortium.org/webapps/storymaps/vol/planningzoning/mapseries/Index.html#map>.

The request is for the 43-acre property located at 90, 98 and 100 Half Day Road as shown on the attached location map. The property has Property Index Numbers (PINs) 15-13-400-043; 15-13-400-044; 15-13-400-045 and 15-13-200-008. The petitioner is GlenStar Properties LLC, the contract purchaser of the Subject Property, with consent of Medline Industries, the owner of the property.

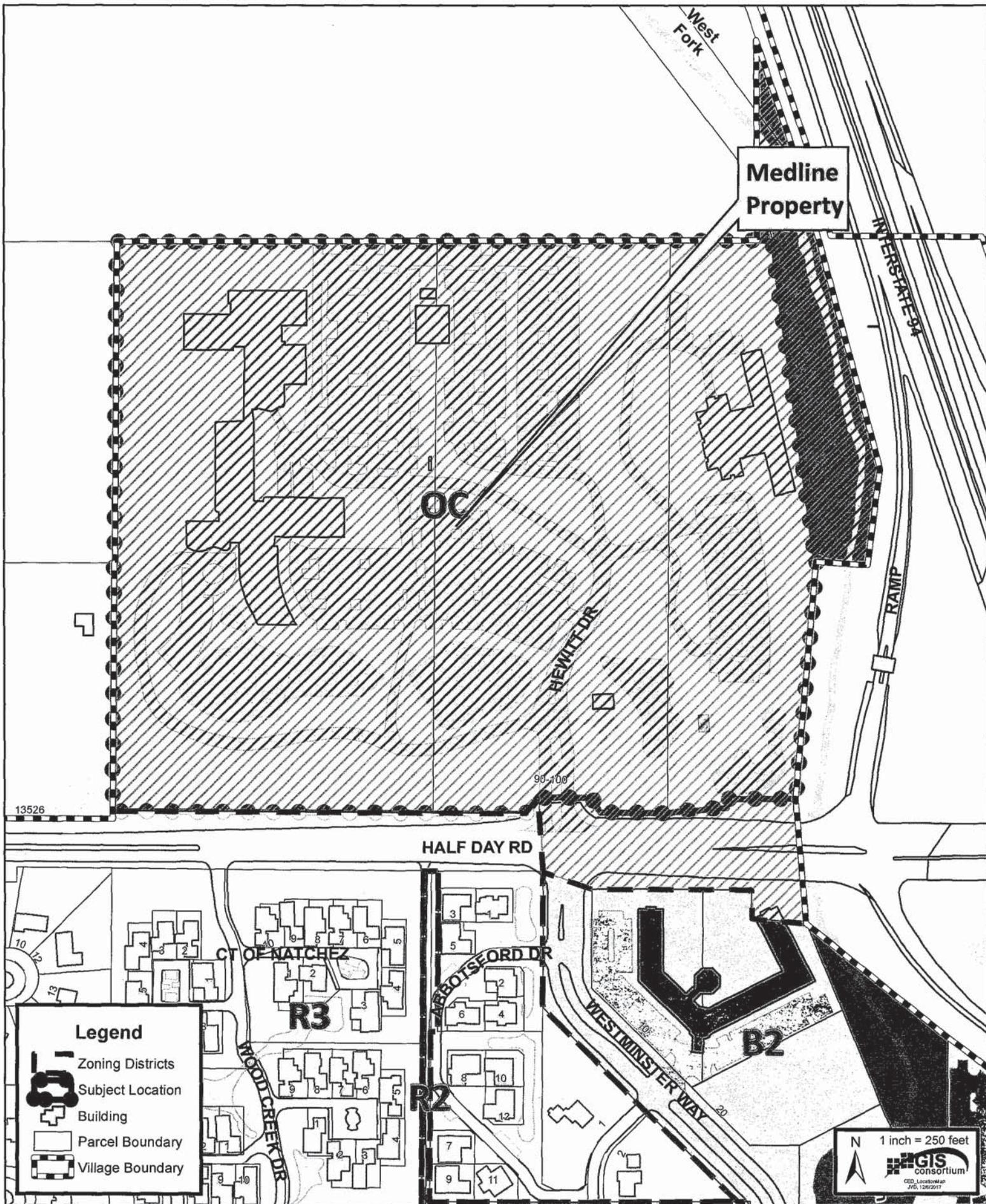
The current request does not include approvals of any proposals for development and construction of specific uses. The developer will be required to return to the Village to seek approvals for specific uses at a future date, and will provide a new notice(s) to adjacent property owners prior to the Village Board taking action on those requests.

All interested persons present at the Public Hearing will be given an opportunity to be heard. Interested parties may also submit written evidence or testimony in advance to the Community and Economic Development Department. The above indicated public hearing may be continued from time to time and without further notice, on the motion of the Village Board of Trustees.

/s/ Barbara Mastandrea, Village Clerk
Village Board
Village of Lincolnshire
01/22/18

Should you have any questions regarding this matter, please contact Peter Friedman, Holland & Knight LLP, Counsel for the Applicant, at 312.578.6566 or at peter.friedman@hklaw.com, or Tonya Zozulya, Lincolnshire's Economic Development Coordinator, at 847.913.2313 or at tzozulya@lincolnshireil.gov.

/s/ Peter Friedman, Counsel for Applicant
1/25/18



Legend

- Zoning Districts
- Subject Location
- Building
- Parcel Boundary
- Village Boundary

N 1 inch = 250 feet

GIS consortium
CED, Lincolnshire
AUG. 12/2017

DATASOURCE	DATAVIN`PIN	PHYSICALADDRESS	COMMUNITYNAME	STAT	ZIPCODE	OWNERNAME
LAKE COUNTY	2017 1513100010	23613 N OLD MILL RD	LAKE FOREST	IL	60045	NANCY R FLORSHEIM TRUSTEE
LAKE COUNTY	2017 1513300067	13526 W IL ROUTE 22	LINCOLNSHIRE	IL	60069	2800 HALF DAY LLC
LAKE COUNTY	2017 1513305005	8 ROBINHOOD CT	LINCOLNSHIRE	IL	60069	MICHAEL G LARSEN
LAKE COUNTY	2017 1513305006	10 ROBINHOOD CT	LINCOLNSHIRE	IL	60069	KEITH A WINSTON
LAKE COUNTY	2017 1513305007	12 ROBINHOOD CT	LINCOLNSHIRE	IL	60069	GARY TOPALIAN
LAKE COUNTY	2017 1513401001	COURT OF BUCKS COUNTY	LINCOLNSHIRE	IL	60069	WOODCREEK COURTS E P A
LAKE COUNTY	2017 1513401002	4 COURT OF BUCKS COUNTY	LINCOLNSHIRE	IL	60069	PHILIP A DEL MONTE
LAKE COUNTY	2017 1513401003	3 COURT OF BUCKS COUNTY	LINCOLNSHIRE	IL	60069	DAE HONG MINN & EUGENE SHIN
LAKE COUNTY	2017 1513401004	2 COURT OF BUCKS COUNTY	LINCOLNSHIRE	IL	60069	MICHAEL L & FLORENCE J SAGETT
LAKE COUNTY	2017 1513402002	10 COURT OF NATCHEZ	LINCOLNSHIRE	IL	60069	BRUCE POSNER
LAKE COUNTY	2017 1513402003	9 COURT OF NATCHEZ	LINCOLNSHIRE	IL	60069	KIMBERLY M WITT
LAKE COUNTY	2017 1513402004	8 COURT OF NATCHEZ	LINCOLNSHIRE	IL	60069	CHARLES & MARIA BARNES TRUSTEES
LAKE COUNTY	2017 1513402005	7 COURT OF NATCHEZ	LINCOLNSHIRE	IL	60069	JAMES A HALL & CYNTHIA MCDONOUGH-LINGEN
LAKE COUNTY	2017 1513402006	6 COURT OF NATCHEZ	LINCOLNSHIRE	IL	60069	BARRY MAY

LAKE COUNTY	2017 1513402007	5 COURT OF NATCHEZ	LINCOLNSHIRE IL	60069	WALTER A & JOYCE A OVAERT WESTMINSTER WOODS LINCOLNSHIRE INC
LAKE COUNTY	2017 1513403020	0 STORY BOOK LN	LINCOLNSHIRE IL	60069	
LAKE COUNTY	2017 1513403021	3 ABBOTSFORD DR	LINCOLNSHIRE IL	60069	SERGY & MARINA ANTONISHIN
LAKE COUNTY	2017 1513403022	1 ABBOTSFORD DR	LINCOLNSHIRE IL	60069	LORRAINE BAIM
LAKE COUNTY	2017 1513403023	5 ABBOTSFORD DR	LINCOLNSHIRE IL	60069	STEFANIE ROSENBERG
LAKE COUNTY	2017 1513403030	0 STORY BOOK LN	LINCOLNSHIRE IL	60069	CHICAGO TITLE LAND TRUST CO
LAKE COUNTY	2017 1513403039	10 WESTMINSTER WAY	LINCOLNSHIRE IL	60069	CSM LINCOLNSHIRE LLC
LAKE COUNTY	2017 1513404010	7 STORY BOOK LN	LINCOLNSHIRE IL	60069	RICHARD LOOMIS

Rob Weinberg, President of Sutton
Place Neighborhood Association

OWNERADDRESS	OWNERCITY	OWNIOWNERZIP
23675 N OLD MILL RD	LAKE FOREST	IL 60045-3423
55 W MONROE ST STE 2300	CHICAGO	IL 60603
8 ROBIN HOOD CT	LINCOLNSHIRE	IL 60069-3218
10 ROBIN HOOD CT	LINCOLNSHIRE	IL 60069-3218
12 ROBIN HOOD CT	LINCOLNSHIRE	IL 60069-3218
100 TRI STATE INTERNATIONAL STE 285	LINCOLNSHIRE	IL 60069
4 COURT OF BUCKS COUNTY	LINCOLNSHIRE	IL 60069-3207
3 COURT OF BUCKS COUNTY	LINCOLNSHIRE	IL 60069-3207
2 COURT OF BUCKS COUNTY	LINCOLNSHIRE	IL 60069-3207
10 COURT OF NATCHEZ	LINCOLNSHIRE	IL 60069-3208
9 COURT OF NATCHEZ	LINCOLNSHIRE	IL 60069-3208
8 COURT OF NATCHEZ	LINCOLNSHIRE	IL 60069-3208
7 COURT OF NATCHEZ	LINCOLNSHIRE	IL 60069-3208
6 COURT OF NATCHEZ	LINCOLNSHIRE	IL 60069-3208

5 COURT OF NATCHEZ	LINCOLNSHIRE	IL	60069-3208
108 WILMOT RD	DEERFIELD	IL	60015
3 ABBOTSFORD DR	LINCOLNSHIRE	IL	60069-3256
1 ABBOTSFORD DR	LINCOLNSHIRE	IL	60069-3256
5 ABBOTSFORD DR	LINCOLNSHIRE	IL	60069-3256
10 S LASALLE ST STE 2750	CHICAGO	IL	60603
500 WASHINGTON AVE S STE #3000	MINNEAPOLIS	MN	55415-1151
7 STORY BOOK LN	LINCOLNSHIRE	IL	60069-3231
10 Sommerset Ln	LINCOLNSHIRE	IL	60069

TITLE: 6
CHAPTER 10: Office Campus



Sections:

- 6-10-1: Intent and Scope of Regulations
- 6-10-2: Uses
- 6-10-3: Lot Size
- 6-10-4: Floor Area Ratio (FAR)
- 6-10-5: Building Setbacks
- 6-10-6: Building Height
- 6-10-7: Signs
- 6-10-8: Off-Street Parking and Loading
- 6-10-9: Traffic Impacts
- 6-10-10: Landscaping

6-10-1: Intent and Scope of Regulations

The OC District is intended primarily to provide large, planned corporate campus sites immediately adjacent to interstates or within one thousand five hundred feet (1,500') thereof, for professional office campus and headquarters. These developments are to be conceived and implemented as comprehensive and unified developments, may contain multiple principal structures on the same lot, and shall be designed to achieve the conscientious preservation/enhancement of existing high quality natural environment and/or buffering of surrounding residential neighborhoods.

6-10-2: Uses

Uses permitted in the OC Office Campus District are identified in the table below:

Uses	P = Permitted SU = Special Use
Auxiliary use, subject to the following:	
<ul style="list-style-type: none"> • Shall be incidental to and to service the principal use or for the convenience of the employees, including but not limited to, financial institutions without drive-through facilities, pharmacy/drug store, retail sales, cafeteria, and private recreational facility. • Shall be located within the principal structure. • No exterior display of the auxiliary use shall be permitted. 	P
Attached or detached structured parking garages (accessory to principal use)	P
Office; business, professional and corporate headquarters	P
Research and development laboratory	SU

6-10-3: Lot Size

- A. Lot Area shall not be less than four hundred thousand (400,000) square feet.
- B. Lot Width shall not be less than five hundred feet (500').

6-10-4: Floor Area Ratio (FAR)

The maximum allowable floor area ratio (FAR), including all accessory buildings, shall be 0.50 of the gross lot area.

6-10-5: Building Setbacks

Front*	Corner Side*	Rear*	Side*
150 ft.	100 ft.	100 ft.	100 ft., except when abutting an R1, R2, R2A, and/or R3 Zoning District the setback shall not be less than 150 ft.

*When a required setback abuts an interstate highway, the setback may be reduced to no less than 50 ft.

6-10-6: Building Height

- A. The maximum building height shall be (5) stories or seventy-five feet (75’), including rooftop equipment and screening.
- B. The height of attached or detached structured parking garages shall be subordinate to the principal structure to which it serves.

6-10-7: Signs

Signs shall be subject to the regulations contained in [Title 12 of this Code](#).

6-10-8: Off-Street Parking & Loading

Off-street parking and loading facilities shall be provided as required in [Chapter 11 of this Title](#).

6-10-9: Traffic Impacts

Unless the planned office campus will be reusing the existing structures or occupying no greater than the existing number of parking spaces, a traffic impact study shall be prepared at the property owner/applicant’s expense, analyzing the impacts caused by the planned office campus development on the adjacent public roadways and highway systems, including associated traffic intersections. In the event the traffic study predicts that the performance of the existing traffic infrastructure decreases, the owner/applicant shall proactively mitigate the impacts described in the traffic study so that the traffic infrastructure serving the planned office campus, including any new improvements, performs no worse than pre-existing conditions.

6-10-10: Landscaping

Landscaping shall be subject to the regulations contained in [Title 13 of this Code](#).

TITLE: 6
CHAPTER 6: Business Districts
ARTICLE: B, B2 General Business District



Sections:

- 6-6B-1: Intent and Scope of Regulations
- 6-6B-2: General Requirements
- 6-6B-3: Uses
- 6-6B-4: Lot Sizes
- 6-6B-5: Building Setbacks
- 6-6B-6: Building Height
- 6-6B-7: Signs
- 6-6B-8: Off-Street Parking and Loading
- 6-6B-9: Landscaping

6-6B-1: Intent and Scope of Regulations

The intent of the B2 District is to accommodate those uses which require substantial land area, are major travel destinations, require substantial support parking and draw their clientele or employees from the regional market. Often times such uses require a high degree of access and roadside visibility or exposure from major thoroughfares.

As the village relies almost exclusively on retail sales generated from properties located in the village to fund its municipal services, this Article is also intended to regulate the conversion or elimination of retail sales establishments through the preservation and enhancement of sales tax generating uses, while also working with the property owners to maintain a viable tenant mix on various properties within this District.

6-6B-2: General Requirements

- A. Outdoor Business and Storage: All business, service, storage, merchandise display and repair processing, where allowed, shall be conducted only within a completely enclosed building except for off-street parking, off-street loading, open sales lots, automobile service facilities, and drive-thru facilities where such uses are allowed.
- B. Production of Goods: The production of any goods on the premises shall be associated with a Permitted and/or Special Use and shall be incidental to the principal use, unless otherwise specifically provided herein.
- C. Performance Criteria: The use of equipment and goods processed or produced on the premises shall not be objectionable by reason of odor, dust, smoke, cinders, gas, noise, vibration, refuse matter or water-carried waste.
- D. Restrictions on Ground Floor Uses:
 - 1. Non-sales tax-generating uses shall be unlimited in structures constructed prior to January 1, 1995, subject to Chapter 13, Non-Conforming Buildings & Uses, of this Title.
 - 2. Non-sales tax generating uses in structures constructed after January 1, 1995 shall be subject to the following restrictions:

- a. Gross Floor Area: A maximum 25% of the gross ground floor area per principal structure on a zoning lot shall be utilized for non-sales tax generating uses.
- b. Variance: Any request for an increase in the above restrictions shall be subject to the Variance procedures of Section 6-14-9 of this Title.

6-6B-3: Uses

Uses permitted in the B2 General Business District are identified in the table below:

Uses	P = Permitted
	SU = Special Use
Any Permitted Use in the B1 Retail Business District	P
Any Special Use in the B1 Retail Business District	SU
Assembly Uses, as defined in Chapter 2 of this Title	SU
Automotive service facility	SU
Bowling alley establishment	P
Colleges, universities, or vocational schools	SU
Convalescent, sheltered care facilities and group or nursing homes	P
Drinking establishments, including Live Entertainment	SU
Hotels	SU
Motor vehicle sales establishments	SU
Parks and playgrounds	P
Radio and television station, excluding transmission towers	SU
Recreation facility, public or private, as defined in Chapter 2 of this Title	SU
Retail shopping centers	P
Urgent medical care center/clinic	SU
Any other similar use not specifically permitted in this Chapter, but which has substantially similar impacts on public services, traffic, parking and property values as the uses expressly permitted herein, is consistent with the trend in development within the District, and is complementary to the Village’s reliance on non-property taxes to finance municipal operations.	P

6-6B-4: Lot Sizes

Uses	Minimum Lot Area	Minimum Lot Width
Permitted Uses	30,000 sq. ft.	200 ft.
Automotive service/repair facility	30,000 sq. ft.	100 ft.
Motor vehicle sales establishment	30,000 sq. ft.	300 ft.
Planned Unit Developments(PUD)	By Village Board	By Village Board
Special Uses, all other	30,000 sq. ft.	200 ft.

6-6B-5: Building Setbacks

Uses	Front	Side	Corner Side	Rear
Permitted Uses	50 ft.	20 ft.	50 ft.	25 ft.
Special Uses, all others	50 ft.	20 ft.	50 ft.	25 ft.
Planned Unit Development (PUD)	By Village Board			

Where a side and/or rear yard abuts any residential zoning district, excluding the R5 District, a transitional yard measuring twice the minimum yard requirement shall be required. Landscaping or fence screening a minimum of seventy-five percent (75%) opacity shall be provided within such transitional yards. Transitional yards shall not contain any off-street parking or other structures, except driveways, sidewalks, and landscaping.

6-6B-6: Building Height

In the B2 District no building shall exceed three and one-half (3-1/2) stories or forty two feet (42') in height including rooftop equipment.

6-6B-7: Signs

Signs shall be subject to the regulations contained in Title 12 of this Code.

6-6B-8: Off-Street Parking and Loading

Off-street parking and loading facilities shall be provided as required in Chapter 11 of this Title. (Ord. 86-885-22)

6-6B-9: Landscaping

Landscaping shall be subject to the regulations contained in Title 13 of this Code

TITLE: 6
CHAPTER 6: Business Districts
ARTICLE: A, B1 Retail Business District



Sections:

- 6-6A-1: Intent and Scope of Regulations
- 6-6A-2: General Requirements
- 6-6A-3: Uses
- 6-6A-4: Lot Size Requirements
- 6-6A-5: Building Setbacks
- 6-6A-6: Building Height
- 6-6A-7: Signs
- 6-6A-8: Off-Street Parking and Loading
- 6-6A-9: Landscaping

6-6A-1: Intent and Scope of Regulations

This District is intended to provide a location suitable to accommodate a combination of retail, service and office uses in an intensive commercial core area. Permitted and special uses can be placed on relatively small zoning lots reflecting the historic development pattern of Half Day Road and to encourage a pedestrian environment in retail shopping areas.

As the village relies almost exclusively on retail sales generated from properties located in the village to fund its municipal services, this Article is also intended to regulate the conversion or elimination of retail sales establishments through the preservation and enhancement of sales tax generating uses, while also working with the property owners to maintain a viable tenant mix on various properties within this District.

6-6A-2: General Requirements

- A. Outdoor Business and Storage: All business, service, storage, merchandise display and repair processing, where allowed, shall be conducted only within a completely enclosed building except for off-street parking, off-street loading, open sales lots, automobile service facilities, and drive-thru facilities where such uses are allowed.
- B. Production of Goods: The production of any goods on the premises shall be associated with a Permitted and/or Special Use and incidental to the principal use, unless otherwise specifically provided herein.
- C. Performance Criteria: The use of equipment and goods processed or produced in the premises shall not be objectionable by reason of odor, dust, smoke, cinders, gas, noise, vibration, refuse matter or water-carried waste.
- D. Restrictions on Ground Floor Uses:
 - 1. Non-sales tax-generating uses shall be unlimited in structures constructed prior to January 1, 1995, subject to Chapter 13, Non-Conforming Buildings & Uses, of this Title.
 - 2. Non-sales tax generating uses in structures constructed after January 1, 1995 shall be

subject to the following restrictions:

- a. Gross Floor Area: A maximum 25% of the gross ground floor area per principal structure on a zoning lot shall be utilized for non-sales tax generating uses.
- b. Variance: Any request for an increase in the above restriction shall be subject to the Variance procedures of Section 6-14-9 of this Title.

6-6A-3: Uses

Uses permitted in the B1 Retail Business District are identified in the table below:

Uses	P = Permitted SU = Special Use
Banks and financial institutions, with drive-through facilities	SU
Banks and financial institutions, without drive-thru facilities	P
Catering establishment	SU
Convenience store	P
Day care center	SU
Day Spa, with massage services	SU
Day Spa, without massage services	P
Educational institution, private, business, trade school	SU
Food store, including candy/confectionery stores, dairy products and bakeries	P
Funeral home	SU
General retail and services uses	P
Government building (subject to the regulations of Section 6-6A-2(D))	SU
Liquor sales, package only	P
Musical instrument sales and repair, including accessory instruction/lessons	P
Office, business and professional (subject to the regulations of Section 6-6A-2(D))	P
Personal fitness/instruction studio (yoga, martial arts, dance), not including health club/athletic facilities	P
Pet shop, with limited boarding and/or sale of live animals	SU
Physician's office	P
Planned Unit Development (PUD), as regulated in Section 6-14-12 of this Title	SU
Printing, publishing, blueprinting and photocopying establishments with retail sales only	SU
Repair or servicing of any article, the sale of which is from a permitted use in this District	SU
Restaurants with Live Entertainment	SU
Restaurants, excluding Live Entertainment	P
Restaurants, Fast Food with drive-thru	SU
Restaurants, Fast Foot without drive-thru facility	P
Retail pharmacy/ drug store, without drive-thru facility	P
Vehicle Fueling Station, may include convenience store	SU
Any other similar use not specifically permitted in this Chapter, but which has substantially similar impacts on public services, traffic, parking and property values as the uses expressly permitted herein, is consistent with the trend in development within the District, and is complementary to the Village's reliance on non-property taxes to finance municipal operations.	P

6-6A-4: Lot Sizes

Uses	Minimum Lot Area	Minimum Lot Width
Permitted Uses	15,000 sq. ft.	100 ft.
Banks and financial institutions, with drive-through	40,000 sq. ft.	150 ft.
Funeral home	30,000 sq. ft.	200 ft.
Planned Unit Development	By Village Board	By Village Board
Restaurant with Live Entertainment	15,000 sq. ft.	100 ft.
Restaurant, Fast Food with drive-thru facility	45,000 sq. ft.	200 ft.
Special Uses, all others	7,500 sq. ft.	100 ft.
Vehicle Fueling Station, may include convenience store	45,000 sq. ft.	200 ft.

6-6A-5: Building Setbacks

Uses	Front	Side	Corner Side	Rear
Permitted Uses	10 ft.	8 ft.	10 ft.	15 ft.
Special Uses	10 ft.	8 ft.	10 ft.	15 ft.
Planned Unit Developments (PUD)	By Village Board			

Where a side and/or rear yard abuts any residential zoning district, excluding the R5 District, a transitional yard measuring twice the minimum yard requirement shall be required. Landscaping or fence screening a minimum of seventy-five percent (75%) opacity shall be provided along such transitional yards. Transitional yards shall not contain any off-street parking or other structures, except driveways, sidewalks, and landscaping.

6-6A-6: Building Height

In the B1 District no building shall exceed two and one-half (2-1/2) stories or thirty feet (30') in height including rooftop equipment.

6-6A-7: Signs

Signs shall be subject to the regulations contained in Title 12 of this Code.

6-6A-8: Off-Street Parking and Loading

Off-street parking and loading facilities shall be provided as required in Chapter 11 of this Title. (Ord. 86-885-22)

6-6A-9: Landscaping

Landscaping shall be subject to the regulations contained in Title 13 of this Code

be removed in its entirety to permit the design of the subdivision and the reconfiguration of these roadways. The newly created intersection will provide the improved traffic flow necessary for the anticipated increase in residential traffic in this area.

Critical Area 4 (see map on page 24)

Area 4 consists of approximately 38 acres and contains three office buildings and off-street parking areas for the AonHewitt Half Day Road Campus located along the north side of Half Day Road, immediately west of Interstate Tollway 94. The campus was developed around the environmental features present in this Area through the preservation of significant woodlands and incorporation of required stormwater detention facilities. This planning area has long served as the Half Day Road Office Campus for Hewitt Associates, which was merged with Aon Corporation in 2010 and currently remains an active center of the restructured AonHewitt company. Access to the site is maintained by a divided four-lane entrance/exit from Half Day Road, directly north of Westminster Way.

Land Use Recommendation: Professional Office

As the improvements of this planning area consist of an aging office campus developed under outdated corporate office design standards, the ability for the site to sustain its current development design may not be reasonable in its existing form. In the latter years of the 2000's, corporations have streamlined internal operations and no longer operate under the surplus employee workforce as was standard prior. As a result, the overall planning area may be too expansive for one corporation, current or future, and future redevelopment of this area may be likely. The planning area's proximity to the nearby Tri-State International Office Center and adjacent Interstate Tollway 94 could foster future development pressure for commercial support services based on the high visibility and traffic generated by the surrounds. However, the "Professional Office" land use classification has been designated for this Critical Area to reinforce that professional office uses remain as the most appropriate land use classification for this planning area.

Any future redevelopment of this planning area should continue to be done so in a manner that miti-

gates any impacts on adjacent residential neighborhoods. Critical Area 3 is located to the north and west of this Area and is classified for future single-family residential development. Therefore, the dense woodlands along the perimeter to Area 3 should remain to provide a naturalized buffer for any such future residential development. The presence of wetlands along Half Day Road supports the preservation of the substantial tree coverage along this frontage and would also continue the semi-rural character of the Half Day Road corridor. In addition to the significant tree coverage, the West Fork of the North Branch of the Chicago River traverses the eastern boundary of the planning area and development is subject to the North Branch Chicago River Watershed Plan to ensure preservation and restoration of this waterway. Furthermore, the existing stormwater detention ponds constructed from the expansion of the AonHewitt Center should be reconditioned to current Best Management Practices (BMP's) and incorporate native plantings to further retain the natural setting of the campus.

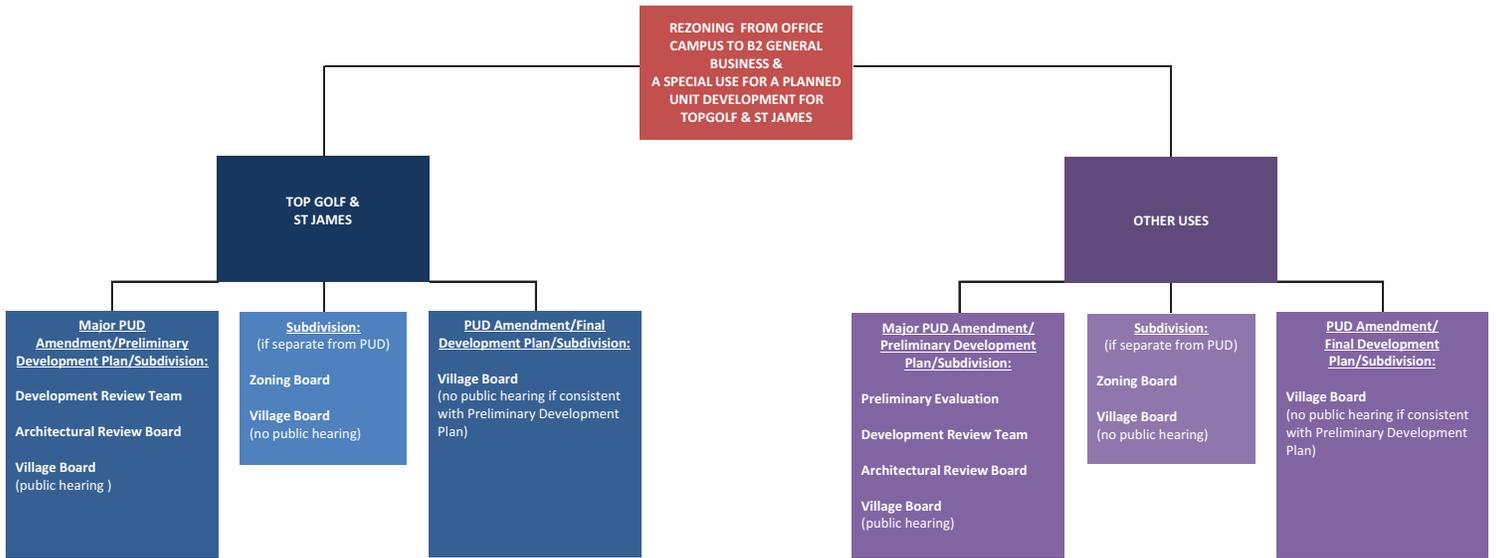
Vehicular access to the site will remain at the current four-lane entrance to the Area, which provides signalization from the intersection to Half Day Road. Due to the recent reconstruction of the Half Day Road overpass of Interstate Tollway 94 in 2010, the intersection to this planning area can sustain an increase in traffic volumes that could be associated with any potential future office redevelopment.

Critical Area 5 (see map on page 26)

This planning area is composed of approximately 11 acres of land within the Village's corporate boundary and is zoned for the single-family residential land uses of the R-2 and R-3 residential zoning districts in consideration of the eight single-family homes that have existed in this area prior to the Village's annexation of this land area. With some exception, the majority of the existing residences are characterized as older rural-remnant structures that do not maintain any specific historical architectural significance.

This Area is nestled between the Tri-State International Office Center to the north and east, and the Wood Creek Courts of Lincolnshire residential community to the west. Access to the site is provided by Story Book Lane, a partially dedicated

Anticipated Approval Process



**REQUEST FOR BOARD ACTION
Committee of the Whole
December 11, 2017**

Subject: Top Golf and The St James - Recreation, Entertainment, Fitness, Health & Wellness Complex Proposal, 90, 98 and 100 Half Day Road

Action Requested: Preliminary Evaluation of a Petition for a Rezoning from Office Campus to B2 General Business District and a Special Use for a Planned Unit Development

Originated By/Contact: Tonya Zozulya, Economic Development Coordinator
Department of Community & Economic Development

Referred To: Village Board

Background:

- GlenStar Properties, a Chicago-based development and investment company, seeks to rezone the Medline property from Office Campus to B2 General Business and obtain a Special Use for a Planned Unit Development (PUD) for a recreation, entertainment, fitness, health and wellness complex. The complex will house a Topgolf recreation/entertainment venue and The St James, a recreation/entertainment, fitness, health and wellness center. The request is supported by Medline, owner of the property.



- The 43-acre Medline property (90, 98 and 100 Half Day Road) is a key gateway site at the intersection of Tri-State Tollway I-94 and Half Day Road, as shown above and on the attached location/zoning map. To the north and west, is a 111-acre unincorporated Florsheim property which may be available for sale and development in the near future. To the east, is Tri-State I-94 Tollway. To the south, is Homewood Suites Hotel (zoned B2 PUD) and the Wood Creek Courts residential development (zoned R3 Single-Family Residential PUD).
- The Medline property is currently zoned Office Campus suitable for a planned office campus only as a primary use. Therefore, a rezoning to B2 General Business is necessary for the mix of proposed uses (see attached code sections). The Comprehensive Plan's recommended land use classification for this property is "Professional Office" (see attached). The plan contemplates preservation of existing wetlands along Half Day Road and landscape buffers along the west side of the property to minimize negative impacts on adjacent properties.
- The current property consists of three 2 & 3-story office buildings (plus a facilities maintenance building) developed on a dense wooded lot with detention areas (see attached current site plan from the listing brochure). The property was developed and annexed into the Village in phases in the 1970's and 1980's. Two western buildings were most recently used by Hewitt & Associates for their corporate headquarters before Hewitt's merger with Aon and subsequent relocation. One of the western buildings currently houses an Aon

Hewitt data center with approximately 10 employees. The third office building is located adjacent to the Tollway.

- In January 2015, Medline Industries acquired the property for a new corporate office park to accommodate its growth. In 2015, at Medline's request, the Village rezoned the entire property from Planned Development to Office Campus and increased the allowable building height from two stories to five stories.
- In October 2015, Medline announced they would not be moving forward with their plans for this location and would purchase the former Kraft Heinz site in Northfield which was available for immediate occupancy. In early 2016, Medline listed the property for sale. Since March 2016, staff has met with several developers interested in acquiring the property for a variety of uses, including retail/mixed use, senior housing, apartments, a media production center and office. In the course of these various meetings, staff learned about concerns regarding an underperforming office market. Medline representatives have indicated they have broadened the marketing of the property to a wider variety of uses including retail, entertainment, and grocery.
- The proposed development provides an opportunity to redevelop this large vacant property in a creative manner with uses having a regional draw, as well as uses often sought after by corporations and residents.

Proposal Summary & Staff Comments:

- Site Layout - The attached site plan depicts the Topgolf building in the northeast corner of the property and The St James building in the southwest corner of the property. All parking is proposed west of the two facilities. This will minimize the impact of the two facilities on any future uses on the adjacent Florsheim property. Detention is shown along Half Day Road and the west property line. Existing wetlands along Half Day Road are proposed to be preserved. A detailed site plan with setbacks and other site information will be prepared for staff analysis after the preliminary evaluation meeting.
- Rezoning/PUD Designation - The petitioner requests a zoning change from Office Campus to B2 PUD. The Zoning Code describes the intent of the B2 District as follows: "The intent of the B2 District is to accommodate those uses which require substantial land area, are major travel destinations, require substantial support parking and draw their clientele or employees from the regional market. Often times such uses require a high degree of access and roadside visibility or exposure from major thoroughfares." The nearest properties with this zoning designation are the Homewood Suites Hotel and CDW Center. Staff believes the proposed rezoning is appropriate.

If this proposal moves to the next step - the internal Development Review Team review - the petitioner will provide detailed zoning information to determine what zoning exceptions will be required for the proposed development.

- Topgolf Uses - The attached cover letter details information about Topgolf. Topgolf's operations will include a driving range, restaurants and meeting spaces for private parties. The petitioner proposes a 65,000-square-foot, 60' tall, 3-story building and 175' tall netting. While the building height will require a B2 Code exception as the B2 limit is 42', it will be below the 75' maximum height the current Office Campus zoning allows (the netting will be treated separately). The proposed hours of operation are 9 a.m. to 2 a.m. daily. Access will be provided via an existing signalized entrance off Half Day Road. The company will require 450-550 parking spaces to accommodate a maximum capacity of 1,500 people with

projected 400,000 visits per year. Topgolf will have up to 500 employees. The Code parking requirement will be determined once a detailed breakdown of the various uses and building area is provided following the preliminary evaluation meeting. This will be the third Topgolf location in the Chicagoland area after existing Naperville and Wood Dale facilities. Topgolf is proposed to be approved within the PUD as a “public recreation facility” and an “assembly use” with accessory uses.

- The St James Uses - The attached cover letter provides details about the proposed St James facility and a full list of proposed uses. Some of these uses include an indoor aquatics center; fields for soccer, football and other sports; ice rinks; a center for basketball, volleyball and other sports; gymnastics, dance; rock climbing walls; a health club, wellness center and a spa; fitness training and equipment sales; camps; and a cafe. The facility will offer both memberships and fee-based admission to the general public. The 450,000-square foot, 75' tall building will operate 24 hours a day, 7 days a week and require 800-1,000 parking spaces by their internal operations (the code parking requirement will be determined once all individual uses/building area within the facility are confirmed). The petitioner indicated St James will accommodate up to 1,300 visitors at any given time, with an additional 800 guests at special events, such as tournaments and meets. The business projects annual visits of 1.5 million. The St James will have up to 400 employees. This will be one of The St James' five new locations nationwide, with the first one under construction in Virginia outside Washington D.C. The St James is proposed to be approved within the PUD as a “public and private recreation facility,” with accessory uses.
- Tree Preservation - The property is heavily wooded in its current state. The Village has long been aware developers would seek flexibility and tree replacement relief for any type of commercial development. The petitioner indicated while their intent is to preserve as many trees as possible and provide for adequate buffering along the west property line with Florsheim, significant tree removals will be necessary for building footprints, parking lots, as well as enhanced visibility from the Tollway and Half Day Road. Many of the existing trees are either dead or in decline. Staff will work closely with the petitioner regarding this matter.
- Architectural Building Plans - Conceptual building elevations are attached for the Board's review. The petitioner discussed with staff their request to obtain PUD approvals without final building elevations to meet their negotiated required property acquisition timeframe with Medline. Similar PUD approvals without building elevations were previously granted for the Lincolnshire Commons outlot housing a multi-tenant building with Naf Naf, Chipotle and Menchie's (the building was approved together with the overall PUD but was not constructed until later). The Village Attorney confirmed this will be acceptable, and the petitioner will need to amend the PUD when they are ready to seek approvals for final architectural building plans.
- Traffic Impacts - The petitioner will provide a traffic study for the Half Day Road area to demonstrate projected traffic generation, road/intersection capacity and other impacts due to Topgolf and St James visitor and employee counts. Information on existing traffic counts and patterns from the neighboring CDW Office Center and adjacent residential and commercial uses will also be included.
- On-Site Detention - GlenStar is in the process of contacting the Lake County Stormwater Management Commission (SMC) regarding on-site detention for this development. A preliminary SMC approval will be provided after the preliminary evaluation meeting. A formal SMC permit or waiver will be required prior to final Village Board review.

Review & Approval Process:

V:\Subdivisions\Medline_Florsheim\Planning\GlenStar\2017_12_11_COW_Medline.doc

The Architectural Review Board will review the proposal regarding site layout, parking lot design, lighting, landscape screening and signage. The Village Board will consider the ARB's recommendation, hold a Public Hearing regarding the rezoning, as well as a Special Use for a PUD and potential zoning exceptions, and make the final determination regarding the request. Please note the Zoning Board will not be involved in the review due to a PUD by Code. Prior to the ARB review, the Village's internal Development Review Team will review the proposal and generate comments about fire access, circulation, traffic and other items.

Recommendation:

Preliminary evaluation and referral to the Architectural Review Board for design review.

Reports and Documents Attached:

- Location/zoning map, prepared by MGP GIS Consortium.
- Presentation packet, prepared by GlenStar, dated December 7, 2017.
- B1, B2 Business and Office Campus Code.
- Comprehensive Plan recommendations for the subject property.

Meeting History	
Committee of the Whole discussion (current)	December 11, 2017



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, December 11, 2017**

Present:

Mayor Brandt

Trustee Grujanac

~~Trustee McDonough~~

Trustee Leider

Village Attorney Simon

~~Finance Director/Treasurer Peterson~~

Chief of Police Leonas

Economic Development Coordinator

Zozulya

Trustee Feldman

Trustee Hancock

~~Trustee Servi~~

Village Clerk Mastandrea

Village Manager Burke

Public Works Director Woodbury

Assistant Village Manager/Community &

Economic Development Director Letendre

Assistant Public Works Director/Village Engineer

Dittrich

ROLL CALL

Mayor Brandt called the meeting to order at 7:18 p.m. and Deputy Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the November 27, 2017 Committee of the Whole Meeting Minutes

The minutes of the November 27, 2017 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Consideration of a Preliminary Evaluation of a Petition for Rezoning from Office Campus to B2 General Business District and a Special Use for a Planned Unit Development (GlenStar Properties – Recreation, Entertainment, Fitness, Health & Wellness Complex – 90, 98, 100 Half Day Road)

Economic Development Coordinator Zozulya introduced the proposed petition submitted by GlenStar Properties to rezone the 90,98 and 100 Half Day Road parcels from Office Campus to B2 General Business District and a Special Use for a Planned Unit Development. Economic Development Coordinator Zozulya noted if the request is received favorably by the Board, the project would initially be reviewed by the internal Development Team, then proceed through a detailed review by the Architectural Review Board (ARB), and finally come back to the Village Board for a Public Hearing.

Mr. Rand Diamond representing GlenStar provided a presentation including an overview of GlenStar; proposed concept; development plans; site plans; and community benefits which would result from the proposed development.

Trustee Hancock asked what the business model was of the proposed St. James recreation facility; would it be membership based or open to private clubs. Mr. Diamond noted the recreation facility would be a combination of membership and open to the public.

Mayor Brandt noted possible benefits of the proposed development would be the use of the recreation facility by the schools and other organizations, tax revenue, and bringing tournaments into the Village to benefit the local hotels and restaurants.

Mayor Brandt stated her request to GlenStar would be to make sure there is a minimum of 50' landscape buffer on the west side and north side of the property. Mayor Brandt suggested replacing the Lincolnshire sign that was previously removed on Route 22.

Trustee Feldman noted her general support of the proposed development.

Trustee Leider noted his support of the facility and the layout. Trustee Leider stated there is a need for this type of facility and such a development does not add burden to the schools and brings people into the community in a positive way. Trustee Grujanac noted agreement with Trustee Leider.

A brief conversation regarding trees on the sight followed.

Trustee Hancock asked how the sound and light issues will be addressed for nearby residents. Mr. Diamond stated he did not think sound would be an issue due to the size of the property and the way the golf facility would be located on the site, but noted they would look into sound issues and report back.

Trustee Hancock asked if there would be any outside facility/bar at the proposed golf facility. Mr. Diamond stated there is a restaurant proposed for the golf facility which would be exposed to the elements, but there would be no outside bar.

Mayor Brandt noted if the sale to GlenStar goes through, the Village would benefit from the real estate transfer tax.

Trustee Grujanac asked what other types of venues are being sought for the property. Mr. Diamond highlighted some of the uses and organizations GlenStar is working with on the potential project.

Trustee Hancock asked if the Village Board is approving tenants/uses

at this time, or is this just a concept for rezoning and if the proposed tenants fall through, what would that do for the proposal and any approvals granted by the Village. Mr. Diamond stated GlenStar is looking for a sense of if the Board would desire this concept and noted GlenStar is highly confident in the Top Golf deal and very encouraged with the health and wellness facility noting they have had a lot of interest. Mr. Diamond noted GlenStar is only looking at tenants who fall under entertainment, recreation, gaming, and sports. Mr. Diamond noted he is confident they will have the tenants secured by the time they get to the ARB.

Trustee Hancock asked what other sites, in the area, have been considered for this project. Mr. Diamond noted no other sites have been considered.

It was the consensus of the Board to refer this to the Architectural Review Board

3.2 Finance and Administration

3.21 Consideration of a Resolution Adopting a Policy Prohibiting Sexual Harassment for the Village of Lincolnshire (Village of Lincolnshire)

Village Manager Burke provided a summary of the recent law requiring local governments to adopt a policy prohibiting Sexual Harassment through a resolution.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.3 Public Works

3.31 Consideration and Discussion of the Use of Village Streets by District 103 Parent-Teacher Organization for a May 19, 2018 5K Walk/Run (District 103 Parent-Teacher Organization)

Public Works Director Woodbury provided a summary of the annual request for use of Village streets by District 103 Parent-Teacher Organization for a May 19, 2018 5K walk/run. Public Works Director Woodbury provided information relative to how this event would be communicated to residents.

Trustee Leider suggested using the new digital street sign to alert residents of the planned road closure.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.32 Consideration of Easement Agreements for Construction of Lincolnshire Creek Drainage Improvements (Village of Lincolnshire)

Site Plan - December 11, 2017 Preliminary Evaluation Meeting



EXISTING SITE PLAN

(from Suvills Studley listing brochure)





**REQUEST FOR BOARD ACTION
Committee of the Whole
February 12, 2018**

Subject: Consideration of a Resolution Reallocating 2018 Volume Cap to the Village of Buffalo Grove, IL (Village of Lincolnshire)

Action Requested: Consideration of Proposed Resolution and Placement on Consent Agenda for February 26, 2018 Village Board Meeting

Originated By/Contact: Adam M. Letendre, Assistant Village Manager/CED Director

Referred To: Village Board

Summary / Background:

For several years, the Village of Lincolnshire has participated in the Lake County Private Activity Bond Clearinghouse (PABC) to assist in preserving volume cap for Lake County projects. Board approval allows Lincolnshire to potentially receive revenue from this program, and aids economic development in Lake County. Lincolnshire’s 2018 allocation is \$763,875 based on a population of 7,275 and a per capita amount of \$105.00.

Passing this Resolution allows Lincolnshire to transfer its allocated dollars to Buffalo Grove, who serves as the regional home rule host community. Taking this action makes Lincolnshire eligible to access the capital to finance eligible local projects that may arise.

Attached for Board Review are the draft resolution, the request letter from Lake County Partners dated January 17, 2018, and the draft letter to the Governor.

Budget Impact:

None

Service Delivery Impact:

None

Recommendation:

Staff respectfully recommends placing the proposed resolution on the February 26, 2018 Village Board Meeting Consent Agenda for approval.

Reports and Documents Attached:

- Resolution Reallocating 2017 Volume Cap to the Village of Buffalo Grove, IL
- January 17, 2018 Letter from Barbara Prusila at Lake County Partners
- Draft Letter to Governor Rauner Regarding Lincolnshire’s Participation

Meeting History	
Initial Referral to Village Board (COW):	February 12, 2018
Regular Village Board Meeting:	February 26, 2017 (Anticipated)

VILLAGE/CITY OF [REDACTED]
RESOLUTION NO. 2018-[REDACTED]

A RESOLUTION OF THE [REDACTED], ILLINOIS REALLOCATING 2018 VOLUME CAP TO THE VILLAGE OF BUFFALO GROVE, ILLINOIS.

WHEREAS, the [REDACTED], Lake County, Illinois the (“Municipality”), is a municipality and a home rule unit of government duly organized and validly existing under Section 6(a) of Article VII of the 1970 Constitution and laws of the State of Illinois; and

WHEREAS, certain tax exempt private activity bonds may be issued only if sufficient volume cap pursuant to Section 146 of the Internal Revenue Code of 1986, as amended (the “Code”), is available for the bonds; and

WHEREAS, pursuant to the Code, the Municipality has been allocated volume cap equal to \$105.00 per resident of the Municipality in calendar year 2018, or [REDACTED] for the issuance of such tax exempt private activity bonds; and

WHEREAS, pursuant to Section 6 and Section 6.1 of the Illinois Private Activity Bond Allocation Act, 30 ILCS 345/1 *et seq.* (the “Bond Allocation Act”), and the Guidelines and Procedures promulgated thereunder, the Municipality may, prior to May 1, 2018, reallocate to other home rule units of government the volume cap allocated to the Municipality by the Code for their issuance of such tax exempt private activity bonds or for subsequent transfer or reallocation; and

WHEREAS, the Municipality has not used any of its 2018 volume cap and has no present intention to use the same; and

WHEREAS, the Lake County Partnership for Economic Development, Inc. has offered Lake County home rule communities the opportunity to participate in a program to combine their respective volume cap allocations and create a Private Activity Bond Clearinghouse Pool (the “Pool”) to facilitate the issuance of tax-exempt private activity bonds to finance manufacturing and multi-family housing commercial projects in Lake County, Illinois, for economic development purposes (“Eligible Projects”); and

WHEREAS, the Village of Buffalo Grove, a home rule unit of government (“Buffalo Grove”), pursuant to its Resolution No. 2001-51 adopted December 17, 2001, agreed to host the Pool and to reserve its own volume cap, and accept volume cap reallocated to Buffalo Grove by other home rule units of government, for the issuance of tax-exempt private activity bonds placed through the Pool to finance Eligible Projects; and

WHEREAS, Buffalo Grove has requested that the Municipality reallocate all of its 2018 volume cap to Buffalo Grove to be used for the issuance of tax-exempt private activity bonds placed through the Pool to finance Eligible Projects;

NOW, THEREFORE, BE IT RESOLVED BY LAKE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: RECITALS. The foregoing recitals are incorporated in and made a part of this Resolution by this reference as findings of the **(Insert Authorizing Body of Municipality)**.

SECTION TWO: TRANSFER AND REALLOCATION OF 2018 VOLUME CAP. Pursuant to Section 6 and Section 6.1 of the Bond Allocation Act and the Guidelines and Procedures promulgated thereunder, the Municipality irrevocably agrees to, and does hereby, transfer and reallocate all of its 2018 volume cap to Buffalo Grove to be used for the issuance of tax-exempt private activity bonds placed through the Pool to finance Eligible Projects as directed by the Advisory Committee created pursuant to Buffalo Grove Resolution No. 2001-51.

SECTION THREE: AGREEMENT. This Resolution shall constitute the agreement of the Municipality to a different allocation under Section 146(e) (3) of the Code and the writing required under Section 6 of the Bond Allocation Act.

SECTION FOUR: WARRANTY. The Municipality covenants and warrants that it has taken no action or issued bonds that would abrogate, diminish, or impair its ability to fulfill the written agreement, covenants, and undertakings on its part under this Resolution.

SECTION FIVE: AUTHORIZATION. As required by the Bond Allocation Act and the Guidelines and Procedures promulgated thereunder, a certified copy of this Resolution shall be transmitted to the Office of the Governor of the State of Illinois. Any and all appropriate and proper officers, officials, agents, and employees of the Municipality are hereby authorized, empowered, and directed to take all necessary and advisable actions, and to execute all such documents and certificates, as may be necessary to further the purposes and intent of this Resolution.

SECTION SIX: MAINTAIN RECORD. The Municipality shall maintain a written record of this Resolution in its records for so long as the bonds to which the volume cap transferred by this Resolution is reallocated remain outstanding.

SECTION SEVEN: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval as required by law and is enacted by the Municipality pursuant to its powers under the laws of the State of Illinois and the Illinois Constitution of 1970 and its home rule powers.

PASSED THIS [] DAY OF [], 2018

AYES:

NAYS:

ABSENT:

PASSED THIS [] DAY OF [], 2018

(Title of Authorized Municipal Official)

ATTEST:

(Title of Authorized Municipal Official)

January 17, 2018

Mr. Brad Burke, Village Manager
Village of Lincolnshire
Sent via Email to bburke@lincolnshireil.gov

Dear Mr. Burke,

I am writing to request your municipality's participation in Lake County's Private Activity Bond Clearinghouse (PABC) in 2018. Each year, Lake County Partners contacts the home rule communities in Lake County to request a pooling together of the volume cap to ensure the best use of our collective private activity bond allocation. The PABC cap for each year is transferred to the Village of Buffalo Grove, the Pool's host home rule community. *If your municipality is interested in participating, your governing body must approve a resolution and submit it to Governor Rauner's Office before May 1, 2018. A sample resolution is attached for your use.*

Since its inception, the Lake County PABC has funded nearly \$200,000,000.00 in local projects, which has resulted in the construction of over 360,000 sq. ft. of new manufacturing space, the creation of 648 new manufacturing jobs, the renovation of 1,600 multi-family dwelling units, the purchase of an estimated 251 homes by first-time homebuyers, the expansion of a Montessori School, and the construction of a new solid waste disposal cell.

Please click on the following link to review the: ["State of Illinois' Guidelines and Procedures for the Allocation of Private Activity Bonding Authority in Accordance with the Tax Reform Act of 1986 and 30 ILCS 345"](#). Per page 5 of this document, this year's per capita amount is \$105.00, and the population data estimates outlined within these guidelines are based on Census information. **The population estimate for Village of Lincolnshire is 7,275, bringing your municipality's 2018 allocation to \$763,875.00.**

Your municipality's approval of a resolution to transfer its volume cap to the Village of Buffalo Grove will preserve the volume cap in Lake County for a three-year period for the important reasons outlined above. **Lake County Partners therefore requests that you place a resolution similar to the attached example on your Board's schedule for approval and forward the approved resolution to the attention of the Governor's Office as soon as possible in the manner outlined within page 3 of the above hyperlinked Guidelines and Procedures document; please note that all reporting submissions are to be submitted in both hard copy and electronic format.**

Please note that I will be out of the office on maternity leave from February through April. Therefore, please copy Samantha Espina at sespina@lakecountypartners.com on your Board's actions and subsequent notification to the Governor's Office, or notify her if your community chooses not to participate in this year's pool so that we may more effectively manage the process next year. If you have any specific questions or concerns regarding during my absence, please feel free to get in touch with Samantha directly at 847-597-1222. We appreciate your support and look forward to working with you.

Sincerely,



Barbara C. Prusila
Economic Development Director

**REPORT OF ALLOCATION GRANTED
BY HOME-RULE UNITS**

February 26, 2018

Office of the Governor
Governor's Office of Management and Budget
100 W. Randolph Street – Suite 15-100
Chicago, IL. 60601
Attn: Sophia Ronis

ATTENTION: Debt Management Unit

RE: Issuer: Village of Lincolnshire
Total 2018 Volume Cap Allocation \$763,875

Volume Cap allocation granted, transferred or reserved by Village of Lincolnshire Resolution No. _____ prior to May 1, 2017 (Copies of Allocation Resolution attached):

Principal Amount of Issue: \$763,875

Bond Description: Private Activity Bond Volume Cap

If allocated to another issuer, state Village of Buffalo Grove, Illinois
Name of issuer

Copies of allocation resolutions or ordinances are attached. (Note: Memorandums of agreements with business need not be attached.)

Total Allocation Granted or Reallocated \$763,875

Sincerely,

Village of Lincolnshire

Elizabeth J. Brandt
Mayor
847-883-8600
mayorbrandt@lincolnshireil.gov

**REQUEST FOR BOARD ACTION
Committee of the Whole
February 12, 2018**

Subject:	Consideration of Economic Development Strategic Plan Update – 2018-2022
Action Requested:	Discussion & Feedback
Originated By/Contact:	Adam M. Letendre, Assistant Village Manager/CED Director Tonya Zozulya, Economic Development Coordinator
Referred To:	Village Board

Background:

The Village Board adopted the current Economic Development Strategic Plan (Plan) titled “Building Economic Success” in June of 2013. The Plan consists of 11 goals and 41 action steps, scheduled for implementation through 2017. It has been updated annually with Village Board review and input. The most recent update occurred in April of 2017 when the Village Board directed staff to reduce the number of goals and action steps to make the plan more focused and to prioritize objectives. Staff presented a consolidated Initial Draft to the Board on August 28, 2017, and spent the remainder of 2017 gathering resident and business feedback on the proposed plan.

Public Input:

Staff conducted business and resident surveys from October until December of 2017 which generated 18 responses from the business community and 109 responses from residents (see attached). On January 30, 2018, staff held an Informational Meeting and Open House attended by Village Trustees, representatives of ECD, Buffalo Grove Lincolnshire Chamber of Commerce, Lake County Partners, Transportation Management Association and the media. The public comment process was publicized multiple times in the Lincolnshire Business Spotlight newsletter, e-news, online, and through social media.

Summary of New Plan:

Staff conducted a business survey and resident survey, as well as an Informational Meeting and Open House for the new plan in December and January, 2017 and 2018 respectively. Staff received 18 business responses and 109 resident responses. The plan title has been changed from “Building Economic Success” to “Growing Economic Success” to reflect an evolving nature of the Village’s economic development progress. Several Economic Development priorities will continue in the new document such as business and restaurant retention and recruitment, Business site visits, Business Spotlight Newsletter, Shop and Dine Guide, and use of social media.

New action steps are being added based on feedback from residents and businesses, and the Informational Meeting. These include:

- 1) Establish Co-Working Office Space opportunities
- 2) Seek grant funding opportunities
- 3) Improve Transportation Access
- 4) Diversify Special Events
- 5) Engage Community in Special Events

After receiving input from residents and businesses, staff consolidated the 11 goals of the original plan to 7 goals in the new plan. These overarching 7 goals contain 31 action steps total, and are named as follows:

- 1) Increase Business Support (9 action steps)
- 2) Enhance Business Communication (4 action steps)
- 3) Attract New Business (3 action steps)
- 4) Increase Village Support for and Diversity of Special Events (3 action steps)
- 5) Facilitate Development/Redevelopment of Vacant and Underutilized Properties (5 action steps)
- 6) Enhance Access to and Visibility of Commercial Areas (4 action steps)
- 7) Implement Economic Development Reporting (3 action steps)

This final draft is for Board review and consideration, once consensus on goals and objectives is reached, staff will create a matrix for priorities, responsible departments and budgetary considerations for each year of the plan.

Recommendation:

Staff requests the Board's review and comments regarding the Final Draft of the 2018-2022 Economic Development Plan. If there are changes, staff will make them and return to the Village Board. If the Board finds this document acceptable, staff respectfully request placement on the February 26, 2018 Consent Agenda for approval.

Reports and Documents Attached:

- Final Draft of 2018-2022 Economic Development Strategic Plan
- Draft Plan Implementation Matrix
- Survey results

Meeting History	
Committee of the Whole Meeting	August 28, 2017
Committee of the Whole Meeting	February 12, 2018

GROWING ECONOMIC SUCCESS

2018-2022



Village of Lincolnshire Economic Development Strategic Plan

Adopted by the Village Board: _____

Find and grow your space in Lincolnshire!



OVERVIEW

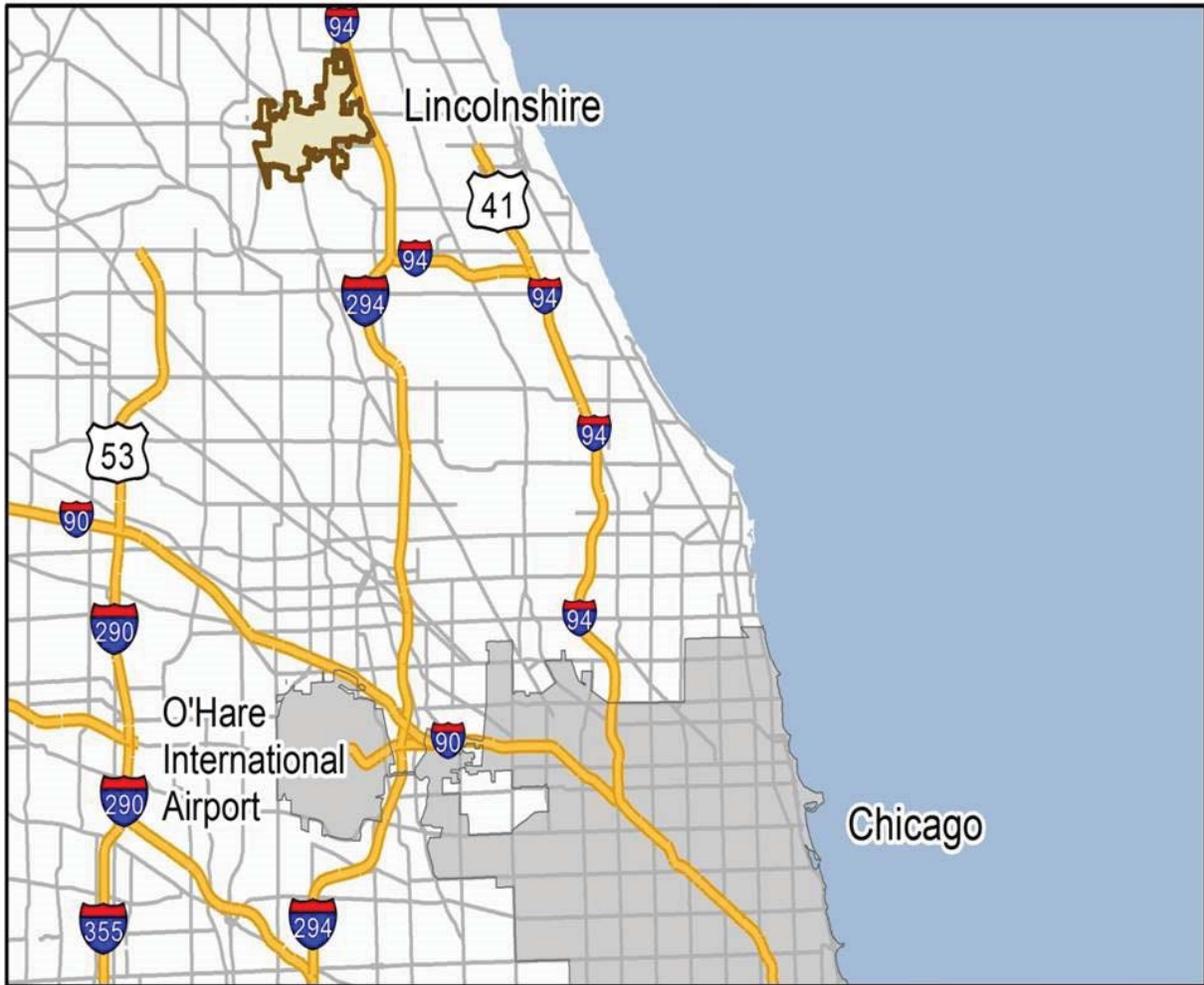
Lincolnshire, a progressive suburban community in southern Lake County, Illinois, is an ideal location for any business to find and grow its space. The Village is committed to serving the business community and providing essential elements for business growth and success. The Village prides itself on its diverse economic base, accessible location, enviable amenities within the region, and low taxes comparable with surrounding communities.

Lincolnshire enjoys high-profile industrial and commercial buildings, nationally-recognized schools, abundant parks and open spaces, all with the benefits of a close-knit small-town. Incorporated in 1957, the Village's permanent population of 7,275 grows to approximately 25,000 during the day due to a flourishing business community. Today Lincolnshire boasts four corporate/business centers (Lincolnshire Corporate Center, Lincolnshire Business Center, CDW Office Center, Millbrook Business Center). In addition, Lincolnshire is home to four major commercial retail centers (CityPark, Lincolnshire Commons, Village Green and Lincolnshire Marketplace), as well as a number of global corporations (Aon Hewitt, CDW, Zebra Technologies, Sysmex and others), providing a broad range of employment opportunities and retail and service offerings.

Building upon the previous Economic Development Strategic plans, "*Growing Economic Success*" sets forth our community's vision, goals and action steps for the Village's economic development efforts and priorities for the next five years, 2018-2022. The plan was updated based on input from approximately 150 businesses and residents obtained via online surveys and public meetings. The Plan was adopted by the Village Board at its _____, 2018 meeting. The Implementation Matrix, incorporated into the Plan, contains 7 Goals and ____Action Steps and assigns specific implementation timeframes, responsible Village departments and budget considerations. Each year, Village Staff reviews the plan and prepares recommendations to the Village Board to evaluate the plan's effectiveness and make adjustments reflective of evolving priorities, staffing and budget considerations.

VISION

The Village of Lincolnshire is a progressive community that supports its existing businesses and is committed to diversifying and expanding the Village's economic base.



- 30 miles from the Chicago Loop
- 65 miles from Milwaukee
- 20 miles from Chicago O'Hare International Airport
- 60 miles from Milwaukee General Mitchell International Airport
- Under 10 miles from Chicago Executive Airport in Wheeling, IL
- 20 miles from Waukegan National Airport in Waukegan, IL
- Direct access to full interchange at I-94 (Tollway)
- Directly served by Rte 22 (Half Day Rd) and Rte 21 (Milwaukee Ave)
- Served by several Metra trains along North Central and Milwaukee District North lines
- Served by several PACE bus routes (#272 & 626) and private transportation options
- Access to College of Lake County and Harper College training/apprenticeship programs
- Active regional economic development and tourism agencies, including Lake County Partners, Buffalo Grove Lincolnshire Chamber of Commerce and Visit Lake County CVB

GOAL 1: INCREASE BUSINESS SUPPORT

- **Increase Cross-Promotion Opportunities.** Encourage local businesses, in partnership with the Buffalo Grove Lincolnshire Chamber of Commerce, to participate in cross-promotional activities, such as weekend golf getaways, “Dinner and a Show”, hotel/day spa packages, etc.
- **Increase Lincolnshire Participation in Visit Lake County Advertising.** Explore opportunities for Visit Lake County’s “cooperative advertising” program to promote Lincolnshire regionally.
- **Increase Use of Social Media.** Expand social media use across various platforms, including Facebook and Twitter, to promote business-related news, announcements and milestones, such as construction updates, grand openings and community-wide events.
- **Update Shop & Dine Guide.** Update guide annually or more frequently as needed. Customize for special events. Include a listing of Village-sponsored special events. Expand distribution to include residents, hotels, Chamber of Commerce and Visit Lake County.
- **Establish Co-Working Office Space Opportunities.** Explore partnerships with School Districts 103 and 125, as well as the Vernon Area Public Library District, to identify opportunities for sharing Village Hall space with small businesses or community groups in need of office space and resources.
- **Create a Fast-Track Permit Process.** Investigate fast-track permit reviews for tenant finishes, temporary signs and special event applications. Launch credit card payments.
- **Review and Update Village Codes.** Regularly review and update Village codes to facilitate business development and growth while maintaining Lincolnshire’s quality development and aesthetic standards.
- **Establish Summer Internship Programs.** Partner with local businesses, Adlai E. Stevenson High School and Buffalo Grove Lincolnshire Chamber of Commerce and local colleges to develop and implement collaborative programs to establish summer internship opportunities for high school students.
- **Develop Workforce Development and Talent Attraction Strategies.** Partner with Lake County Workforce Development and Job Center, Lake County Partners and the Buffalo Grove Lincolnshire Chamber of Commerce to assist local businesses in training employees and attracting new talent.

GOAL 2: ENHANCE BUSINESS COMMUNICATION

- **Conduct Regular Business Visits and Surveys.** Conduct monthly business site visits and periodic online surveys to obtain business community feedback about Village amenities, services, transportation, and other matters.
- **Publish Business Newsletter.** Regularly publish the digital business newsletter regarding topics of interest to the business community.
- **Update Business Welcome Packet.** Update Village's business welcome packet and provide it to new businesses.
- **Establish and Improve Inter-Agency Relations.** Establish and improve relations with and leverage resources of federal, state and local organizations, including, but not limited to, Illinois Department of Commerce and Economic Opportunity, Small Business Administration, Lake County Partners, College of Lake County, Harper College, Pace, Transportation Management Association of Lake Cook to assist with economic development, training, education, transportation and other forms of business assistance.

GOAL 3: ATTRACT NEW BUSINESSES

- **Recruit New Office Users.** Actively recruit new office users in partnership with Lake County Partners, targeting biopharma, healthcare, medical instrument, professional and technology industries, as well as arts, culture and entertainment opportunities to fill office vacancies and develop vacant sites.
- **Recruit New Commercial Businesses.** Attract new chain and independently-owned Mexican, seafood, Italian, Asian, table-service pizza and casual American restaurants, bakeries, coffee shops, liquor stores, indoor children's entertainment establishments, boutiques, gift shops, art galleries, hardware and small-format department stores. Prospect based upon assessment of market conditions, gaps in products/service offerings, resident surveys, and daytime population needs.
- **Participate in Trade Shows.** Participate in annual International Council of Shopping Centers (ICSC) Deal Making sessions and other similar opportunities as they arise.

GOAL 4: INCREASE VILLAGE SUPPORT FOR AND DIVERSITY OF SPECIAL EVENTS

- **Implement and Promote Local Community Events.** Expand special event promotion and information-sharing on the Village website, community events calendar, newsletter, kiosk, water bill and social media platforms with enhanced marketing materials. Include

Village-sponsored events as well as those sponsored by Visit Lake County, Chamber of Commerce and local businesses. Consider incorporating activities geared toward adults, seniors, teens and different demographic groups. Evaluate the feasibility of creating a dedicated website for past, current and future special events with information and photos.

- **Engage Community in Special Events.** Engage local community groups, organizations, businesses and residents regarding opportunities to organize and implement community events. Seek private sponsorships.
- **Create Small Business-Focused Promotional Events.** Partner with local shopping center owners, tenants and the Chamber to create “shop local” and extended holiday shopping hour events centered around the National Small Business Saturday, Small Business Week and Holiday Tree Lighting.

GOAL 5: FACILITATE DEVELOPMENT/REDEVELOPMENT OF VACANT AND UNDERUTILIZED PROPERTIES

- **Develop and Maintain Broker/Owner Relations.** Maintain regular contact with brokers and property owners to discuss property status and to provide Village assistance. Host industry-focused roundtable discussions as needed.
- **Initiate Dialogue with Property Owners Near Village Boundaries.** Maintain regular contact with property owners near Village boundaries to discuss development opportunities.
- **Be Open to Establishing Improvement Programs.** Be open to establishing a Tax Increment Finance District and/or a Special Service Area or a Business Improvement District to facilitate development/redevelopment, infrastructure improvements, marketing and special events along the Milwaukee Avenue Corridor and in other strategic locations in the Village.
- **Initiate Vacant Storefront Program.** Implement Vacant Storefront Program to encourage vacant building owners to maintain window displays to include community organization information or art displays from local schools.
- **Seek Grant Funding Opportunities.** Research and apply for appropriate grant funding for planning studies and infrastructure and streetscape work to facilitate property development and redevelopment.

GOAL 6: ENHANCE ACCESS TO AND VIABILITY OF COMMERCIAL AREAS

- **Develop and Implement Wayfinding, Identification & Pedestrian Plan for Downtown.** Create a comprehensive and consistent Identification & Pedestrian Plan for the Village Downtown including: unified signage, lighting, landscaping, street furniture elements, and thematic design.
- **Improve Pedestrian/Bicycle Connections.** Provide pedestrian/bicycle path connections along Milwaukee Avenue and Half Day Road to improve access from residential neighborhoods and corporate centers to hotels, retail centers, restaurants and entertainment venues. Install signage on paths to promote businesses.
- **Improve Transportation Access.** Raise awareness about existing public and private transportation options in the business community and develop solutions to address transportation challenges in partnership with businesses and transportation entities, including last-mile connections between train stations and offices.
- **Introduce Public Art.** Evaluate the feasibility of establishing partnerships with local artists to add public art to commercial areas.

GOAL 7: IMPLEMENT ECONOMIC DEVELOPMENT REPORTING

- **Implement Economic Development Reports.** Provide reports to the Village Board regarding economic development activities including: business site visits, new business leads, vacancies, requests for assistance, and available commercial properties.
- **Maintain Inventory of Vacant Properties and Development Opportunities.** Prepare and post a quarterly inventory of available properties and sites.
- **Update Daytime Population Data.** Update the daytime population database, including all Village-based businesses and schools, every two (2) years. Provide information to brokers and new businesses.



ACKNOWLEDGEMENTS

Village Board of Trustees

Elizabeth Brandt, Mayor
Karen Feldman, Trustee
Mara Grujanac, Trustee
Mark Hancock, Trustee
Gerard Leider, Trustee
Tom McDonough, Trustee
Dan Servi, Trustee
Barbara Mastandrea, Village Clerk

Village Staff

Bradly Burke, Village Manager
Adam Letendre, Assistant Village Manager/
Director of Community & Economic Development
Michael Peterson, Finance Director/Treasurer
Bradford Woodbury, Director of Public Works
Tonya Zozulya, Economic Development Coordinator

**FIND AND GROW YOUR SPACE IN
LINCOLNSHIRE!**





Last revised: February 2018

ECONOMIC DEVELOPMENT STRATEGIC PLAN IMPLEMENTATION MATRIX:2018-2022

CED=Community & Economic Development; PW=Public Works;
Admin=Administration

\$= Under \$5K; \$\$=\$5K-\$10K; \$\$\$=\$10K-\$20K; \$\$\$\$=Over \$20K

	RESPONSIBILITY	TIMEFRAME						BUDGET NEEDED
		ONGOING	2018	2019	2020	2021	2022	
1 INCREASE BUSINESS SUPPORT								
Increase cross-promotion opportunities	CED	X						N/A
Increase Lincolnshire participation in Visit Lake County advertising	CED	X						\$
Increase use of social media	CED; Admin	X						N/A
Update Shop & Dine Guide	CED	X						N/A
Establish co-working office space opportunities	CED			X				N/A
Create a fast-track permit process	CED		X					N/A
Review and update Village codes	CED; All departments	X						N/A
Establish summer internship programs	CED		X					N/A
Develop workforce development and talent attraction strategies	CED			X				N/A
2 ENHANCE BUSINESS COMMUNICATION								
Conduct regular business visits and surveys	CED			X		X		N/A
Publish business newsletter	CED; Admin	X						N/A
Update business welcome packet	CED	X						N/A
Establish and improve inter-agency relations	CED	X						N/A
3 ATTRACT NEW BUSINESSES								
Recruit new office users	CED	X						N/A
Recruit new commercial businesses	CED	X						N/A
Participate in trade shows	CED	X						\$
4 INCREASE VILLAGE SUPPORT FOR AND DIVERSITY OF COMMUNITY EVENTS								
Implement and promote local community events	CED; Admin	X						N/A



Last revised: February 2018

ECONOMIC DEVELOPMENT STRATEGIC PLAN IMPLEMENTATION MATRIX:2018-2022

CED=Community & Economic Development; PW=Public Works;
Admin=Administration

\$= Under \$5K; \$\$=\$5K-\$10K; \$\$\$=\$10K-\$20K; \$\$\$\$=Over \$20K

	RESPONSIBILITY	TIMEFRAME						BUDGET NEEDED
		ONGOING	2018	2019	2020	2021	2022	
1 Engage community in special events	CED; Admin	X						N/A
Create small business-focused promotional events	CED						X	N/A
5 FACILITATE DEVELOPMENT AND REDEVELOPMENT OF VACANT AND UNDERUTILIZED PROPERTIES								
Develop and maintain broker/owner relations	CED	X						N/A
Initiate dialogue with property owners near Village boundaries	CED	X						N/A
Be open to establishing improvement programs	CED; Admin; Finance	X						N/A
Initiate vacant storefront program	CED				X			
Seek grant funding opportunities	CED; Admin	X						N/A
6 ENHANCE ACCESS TO & VIABILITY OF COMMERCIAL AREAS								
Develop and implement wayfinding, identification and pedestrian plan for downtown	CED; PW		X					N/A
Improve pedestrian/bicycle connections	PW, CED	X						N/A
Improve transportation access	CED; PW	X						N/A
Introduce public art	CED				X			N/A
7 IMPLEMENT ECONOMIC DEVELOPMENT REPORTING								
Implement economic development reports	CED	X						N/A
Maintain inventory of vacant properties and development opportunities	CED	X						N/A
Update daytime population data	CED		X		X		X	N/A

Q1 What do you consider Lincolnshire's main strengths or assets supporting economic growth?

Answered: 18 Skipped: 0

#	RESPONSES	DATE
1	Top notch schools, safe environment, lower Lake County real estate taxes	11/2/2017 6:54 PM
2	Great local school systems, managerial talent within close proximity, quality business parks	11/2/2017 10:41 AM
3	The village welcomes comments and feedback and makes itself available to the businesses	11/2/2017 8:37 AM
4	Diverse community with available resources. Fantastic location, that allows easy access to the expressway without long east/west travel	10/31/2017 8:09 PM
5	Lincolnshire consists of a population that has access to disposable income and a willingness to support school related projects and extracurricular activities for children/school aged children	10/31/2017 6:51 PM
6	The village is very easy to work with, governance, codes, processes and personnel are reasonable while maintaining high standards.	10/31/2017 2:01 PM
7	Local Business Growth	10/31/2017 1:38 PM
8	building a business friendly, accessible environment	10/31/2017 1:32 PM
9	High standards of community	10/11/2017 6:40 PM
10	Milwaukee Ave, Access to I-94, Demographics, Office/Industrial mix	10/10/2017 9:00 AM
11	Its business taxes are lower than neighboring Cook County's tax rates for similar properties.	10/9/2017 8:58 AM
12	daytime employment population	10/7/2017 3:29 PM
13	Excellent School District...bringing in more residents and consumers	10/7/2017 11:10 AM
14	An increasing growth of new families trying to move to the Village	10/6/2017 8:49 AM
15	Location & demographics	10/6/2017 8:04 AM
16	Outstanding schools. Solid existing corporate and industrial base, good location, good available sites, excellent village staff	10/5/2017 4:31 PM
17	Assessability	10/5/2017 3:57 PM
18	Excellent location, great schools, vibrant community, supportive local government	10/5/2017 3:21 PM

Q2 What do you consider Lincolnshire's main weaknesses hindering economic growth?

Answered: 18 Skipped: 0

#	RESPONSES	DATE
1	Transportation, lack of accessible commuter rail, difficult to hire young workers, over regulation	11/2/2017 6:54 PM
2	Lack of easy train access to city for reverse commuters, limited housing options for millenials, slow permitting, perception of inflexible fire department and village inspectors, competing developments funded by TIF funds	11/2/2017 10:41 AM
3	Sign ordinances are unrealistic and hinders a businesses visibility from the road. temporary sign ordinance fees are exuberant.	11/2/2017 8:37 AM
4	Lack of walkable oppotunities for spending, no identifiable downtown.	10/31/2017 8:09 PM
5	Poor public planning of Lincolnshire economic development- inability to understand needs of new diverse population and their needs - no reflection of the Asian and Indian population and needs	10/31/2017 6:51 PM
6	Brand awareness. Not enough companies know about it	10/31/2017 2:01 PM
7	Attracting the Youth, Half day road in Lincolnshire is a Police trap --all the time.	10/31/2017 1:38 PM
8	transient nature of our community	10/31/2017 1:32 PM
9	Changing goals of business	10/11/2017 6:40 PM
10	Lack of "center of gravity" for a downtown core.	10/10/2017 9:00 AM
11	There is a lot of vacant office space. Public transportation options vary by location in the village (west of Milwaukee Ave. is okay) while properties near I-94 have none.	10/9/2017 8:58 AM
12	decision making process - limited assets - looking in the mirror	10/7/2017 3:29 PM
13	No central downtown	10/7/2017 11:10 AM
14	Continued lack of a true downtown center	10/6/2017 8:49 AM
15	Traffic & lack of a downtown center	10/6/2017 8:04 AM
16	lack of transit, variety of housing stock	10/5/2017 4:31 PM
17	Real Estate costs and lack of transportation	10/5/2017 3:57 PM
18	Lack of support from Village staff, regulations, taxes	10/5/2017 3:21 PM

Q3 What is the biggest threat to the continued development in the Village?

Answered: 18 Skipped: 0

#	RESPONSES	DATE
1	Labor force - inability of firms to hire young workers, cost of housing and lack of housing diversity	11/2/2017 6:54 PM
2	Younger workers lack of interest in communities like Lincolnshire, over regulation, lack of public transit	11/2/2017 10:41 AM
3	none	11/2/2017 8:37 AM
4	Growth of improved and significant commercial districts in neighboring towns (improved Hawthorn mall, new Melody Farm development)	10/31/2017 8:09 PM
5	Relocation of families into the are that are unable to pay the tax bill	10/31/2017 6:51 PM
6	workforce availability	10/31/2017 2:01 PM
7	Too expensive and traffic on Half day road is heavily congested to support more businesses.	10/31/2017 1:38 PM
8	apathy	10/31/2017 1:32 PM
9	For sales tax it would be online items and ability of companies to shift pos	10/11/2017 6:40 PM
10	office vacancies	10/10/2017 9:00 AM
11	Competition from neighboring communities, the City of Chicago, and neighboring states for the same businesses.	10/9/2017 8:58 AM
12	money - ability to work with new business	10/7/2017 3:29 PM
13	Municipal planning that only focuses on corporate parks and less on community development	10/7/2017 11:10 AM
14	Anecdotaly, the number of people in the Village who discuss moving from Lincolnshire and Illinois because of the increasing tax burden.	10/6/2017 8:49 AM
15	traffic	10/6/2017 8:04 AM
16	Not sure, perhaps Vernon Hills retail development, current low demand for office space	10/5/2017 4:31 PM
17	Village restrictions	10/5/2017 3:57 PM
18	Economic uncertainty. Competition from other suburbs.	10/5/2017 3:21 PM

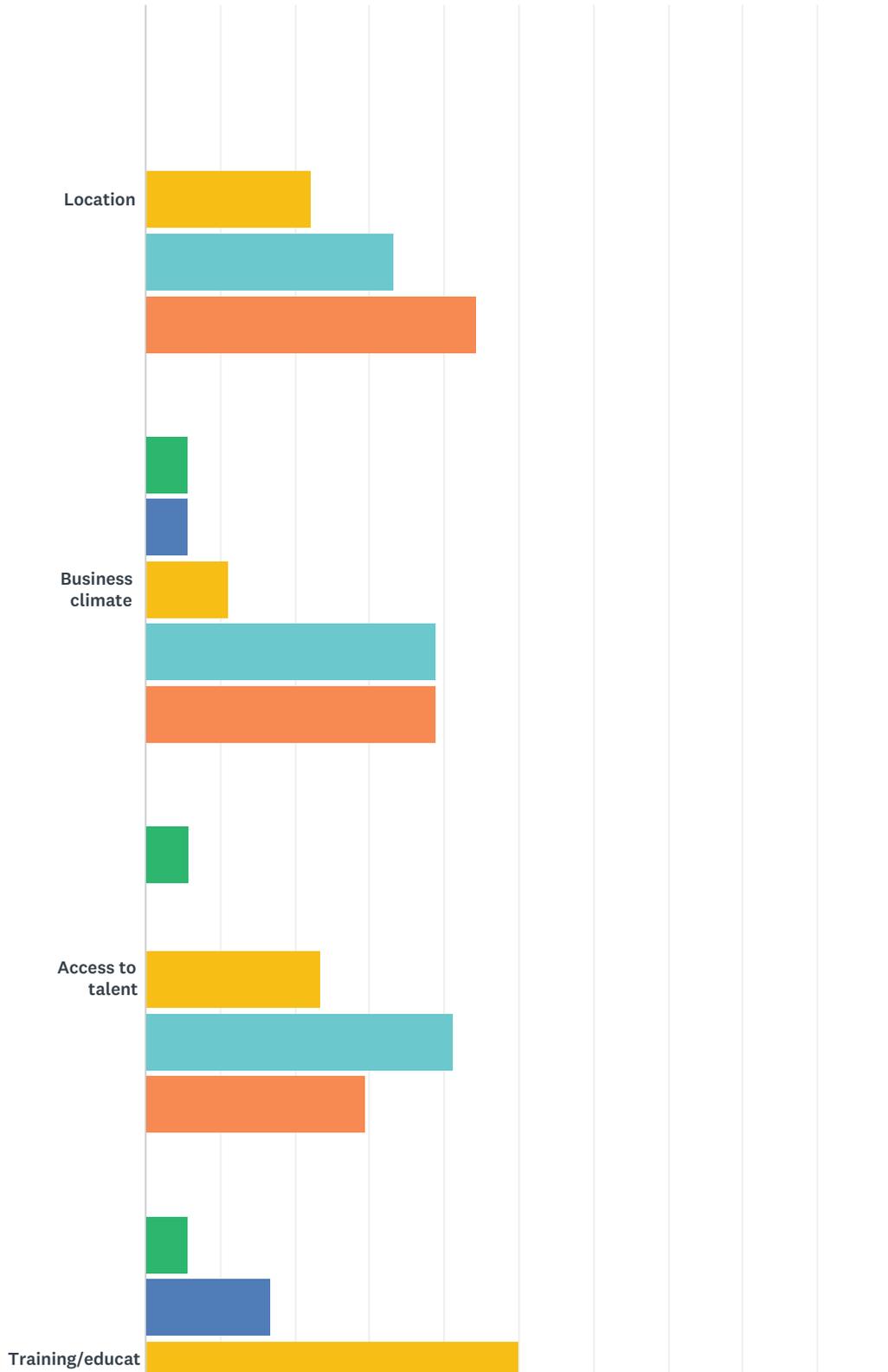
Q4 What is the most important investment Lincolnshire could make to ensure long-term, sustainable economic growth?

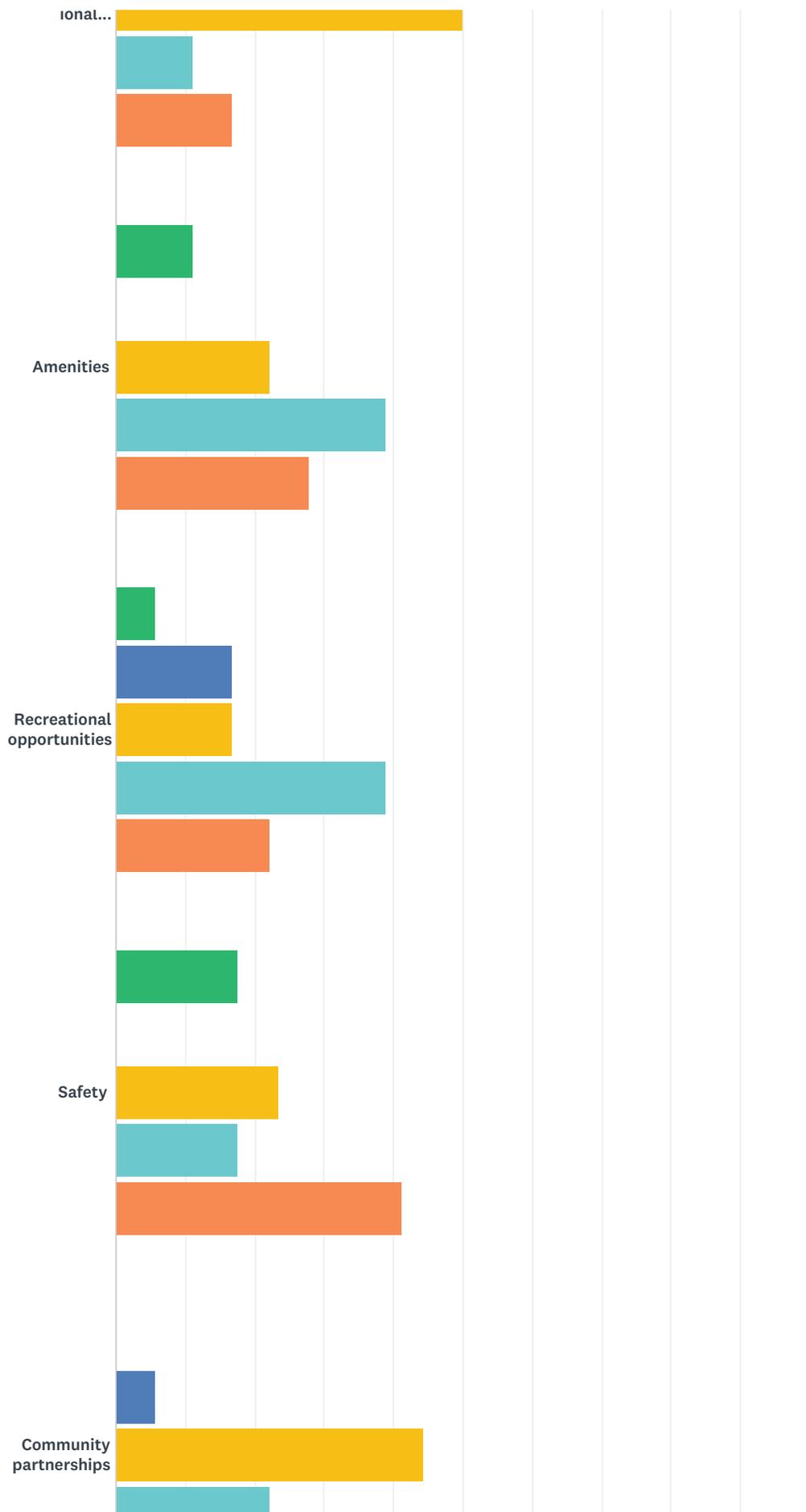
Answered: 17 Skipped: 1

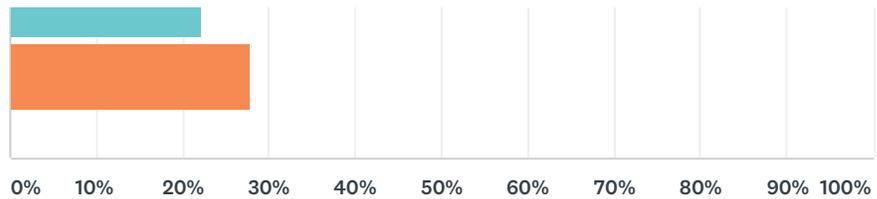
#	RESPONSES	DATE
1	Create a community that attracts and retains young people, more multi-family housing, better nightlife, wider range of housing choices	11/2/2017 6:54 PM
2	Provide more luxury apartments and condos for young professionals, create a vibrant 24/7 live/work/play community, increase the transportation options (including the "last mile" from the train stations) for younger workers counter commuting from the city, address the regulatory burdens created by Village and fire protection district	11/2/2017 10:41 AM
3	support its businesses, encourage shopping locally, change current sign ordinances	11/2/2017 8:37 AM
4	Some way to tie the parcels around Village Hall, Village Green and Fresh market into a downtown district, not 3 standalone areas.	10/31/2017 8:09 PM
5	Encouraging new businesses that have potential for viable financial success- why has Vernon Hills been able to attract successes thrive on the area where Starbucks, urban bbq etc are established? Hills	10/31/2017 6:51 PM
6	if they could crack the code on public transportation	10/31/2017 2:01 PM
7	Expand Halfday Road, extend incentives to attract businesses that attract the youth.	10/31/2017 1:38 PM
8	to not structure sign laws, restrictive elements that hinder development through non exclusion of both existing and new businesses like codes that are expensive to enforce and have little economic value	10/31/2017 1:32 PM
9	Do you mean business used by residents or more of office park area? Clear goals and a good access to village leaders	10/11/2017 6:40 PM
10	Pedestrian and bike connections between retail and office districts. Everything is a bit of an "island."	10/10/2017 9:00 AM
11	Work to improve good connections to public transit service.	10/9/2017 8:58 AM
12	hire and pay an economic development director	10/7/2017 3:29 PM
13	A central downtown with shops, banks, post office, restaraunts...to build Lincolnshire Community that local corporations see value and potential revenue from	10/7/2017 11:10 AM
14	Continued focus on planned commercial (corporate & retail) development	10/6/2017 8:49 AM
15	There is an opportunity for place-making. Is there any way to build out an entertainment/retail district with walk-ability. That could go in hand with transportation, mobility and connectedness. Getting around the village isn't easy.	10/5/2017 4:31 PM
16	Improve public transportation	10/5/2017 3:57 PM
17	Infrastructure	10/5/2017 3:21 PM

Q5 On a scale of 1 to 5, with 5 being highest, how do you rate the following as being important to Lincolnshire's economic development success:

Answered: 18 Skipped: 0







	1	2	3	4	5	TOTAL
Location	0.00% 0	0.00% 0	22.22% 4	33.33% 6	44.44% 8	18
Business climate	5.56% 1	5.56% 1	11.11% 2	38.89% 7	38.89% 7	18
Access to talent	5.88% 1	0.00% 0	23.53% 4	41.18% 7	29.41% 5	17
Training/educational opportunities	5.56% 1	16.67% 3	50.00% 9	11.11% 2	16.67% 3	18
Amenities	11.11% 2	0.00% 0	22.22% 4	38.89% 7	27.78% 5	18
Recreational opportunities	5.56% 1	16.67% 3	16.67% 3	38.89% 7	22.22% 4	18
Safety	17.65% 3	0.00% 0	23.53% 4	17.65% 3	41.18% 7	17
Community partnerships	0.00% 0	5.56% 1	44.44% 8	22.22% 4	27.78% 5	18

Q6 What challenges does your business face that the Village may help address?

Answered: 15 Skipped: 3

#	RESPONSES	DATE
1	We have a great deal of difficulty attracting young professional employees	11/2/2017 6:54 PM
2	We are particularly challenged getting younger workers to come to Lincolnshire, we also have found permits to be slow in coming and the fire department challenging to satisfy	11/2/2017 10:41 AM
3	temporary sign fees, sign ordinance to restrictive,	11/2/2017 8:37 AM
4	n/a	10/31/2017 8:09 PM
5	N/a	10/31/2017 6:51 PM
6	Direct labor resources ability to get her via public transportation	10/31/2017 2:01 PM
7	Traffic on Halfday road, Police ticket our clients and associates on private property.	10/31/2017 1:38 PM
8	I don't have a business so I don't know why I was sent this.	10/11/2017 6:40 PM
9	n/a	10/10/2017 9:00 AM
10	N/A	10/9/2017 8:58 AM
11	signage / follow through with incentives promised	10/7/2017 3:29 PM
12	No central downtown to gather residents and consumers...village green is close but does not have the same feel as a downtown	10/7/2017 11:10 AM
13	None at this time	10/6/2017 8:49 AM
14	War on Talent. Attracting employees	10/5/2017 3:57 PM
15	N/A	10/5/2017 3:21 PM

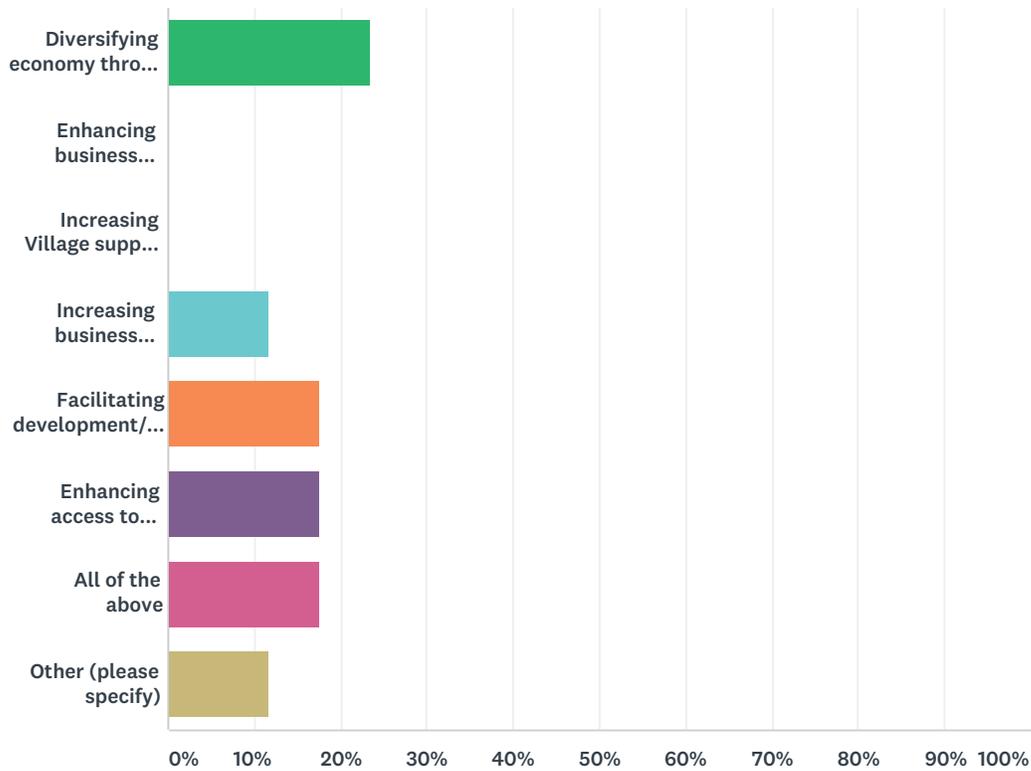
Q7 If you own or are employed by a Lincolnshire business, on a scale of 1 to 5, with 5 being highest, how do you rate your overall experience doing business in Lincolnshire?

Answered: 16 Skipped: 2

#	RESPONSES	DATE
1	3	11/2/2017 6:54 PM
2	4	11/2/2017 10:41 AM
3	3.5	11/2/2017 8:37 AM
4	n/a	10/31/2017 8:09 PM
5	4.5	10/31/2017 2:01 PM
6	5	10/31/2017 1:38 PM
7	I'm not	10/11/2017 6:40 PM
8	n/a	10/10/2017 9:00 AM
9	N/A	10/9/2017 8:58 AM
10	3	10/7/2017 3:29 PM
11	3	10/7/2017 11:10 AM
12	4	10/6/2017 8:49 AM
13	4	10/6/2017 8:04 AM
14	5	10/5/2017 4:31 PM
15	3	10/5/2017 3:57 PM
16	N/A	10/5/2017 3:21 PM

Q8 What top economic development strategies should Lincolnshire focus on?

Answered: 17 Skipped: 1



ANSWER CHOICES	RESPONSES
Diversifying economy through business attraction and retention	23.53% 4
Enhancing business communication (e.g., publications, site visits)	0.00% 0
Increasing Village support for and diversity of community-wide events	0.00% 0
Increasing business support (e.g., enhanced permitting, promotion)	11.76% 2
Facilitating development/redevelopment of vacant and underutilized properties	17.65% 3
Enhancing access to commercial areas (e.g., new sidewalks, signage)	17.65% 3
All of the above	17.65% 3
Other (please specify)	11.76% 2
TOTAL	17

#	OTHER (PLEASE SPECIFY)	DATE
1	Improving access to public transportation, particularly rail. Providing more trains from the city and economical scheduled bus or van connections for employees to get to and from the train stations to the corporate park	11/2/2017 6:54 PM
2	Both diversify business attraction/retention as well as facilitate development and redevelopment of Vacant underutilized properties.	10/31/2017 1:38 PM

Q9 The Village offers several business support resources, including sales tax sharing agreements to rebate a portion of sales tax back to qualifying businesses and the production of community-wide special events to promote Lincolnshire and its businesses locally and regionally. What additional types of assistance would you like the Village to consider?

Answered: 11 Skipped: 7

#	RESPONSES	DATE
1	Create a community that attracts and retains young professionals	11/2/2017 6:54 PM
2	Expedited permitting, more flexible signage opportunities, a moratorium on new regulations, a free village, or discounted, shuttle from train stations to employment centers for reverse commuters	11/2/2017 10:41 AM
3	Facilitating development/redevelopment of Vacant and underutilized properties	10/31/2017 1:38 PM
4	No opinion	10/11/2017 6:40 PM
5	n/a	10/10/2017 9:00 AM
6	Continue those community wide events to promote Lincolnshire as a business destination.	10/9/2017 8:58 AM
7	ED Loans	10/7/2017 3:29 PM
8	none	10/7/2017 11:10 AM
9	Shorten permit time on requests.	10/6/2017 8:04 AM
10	n/a	10/5/2017 3:57 PM
11	Relocation assistance	10/5/2017 3:21 PM

Q10 Please provide additional comments about Lincolnshire's business climate and economic development priorities for the next 5 years.

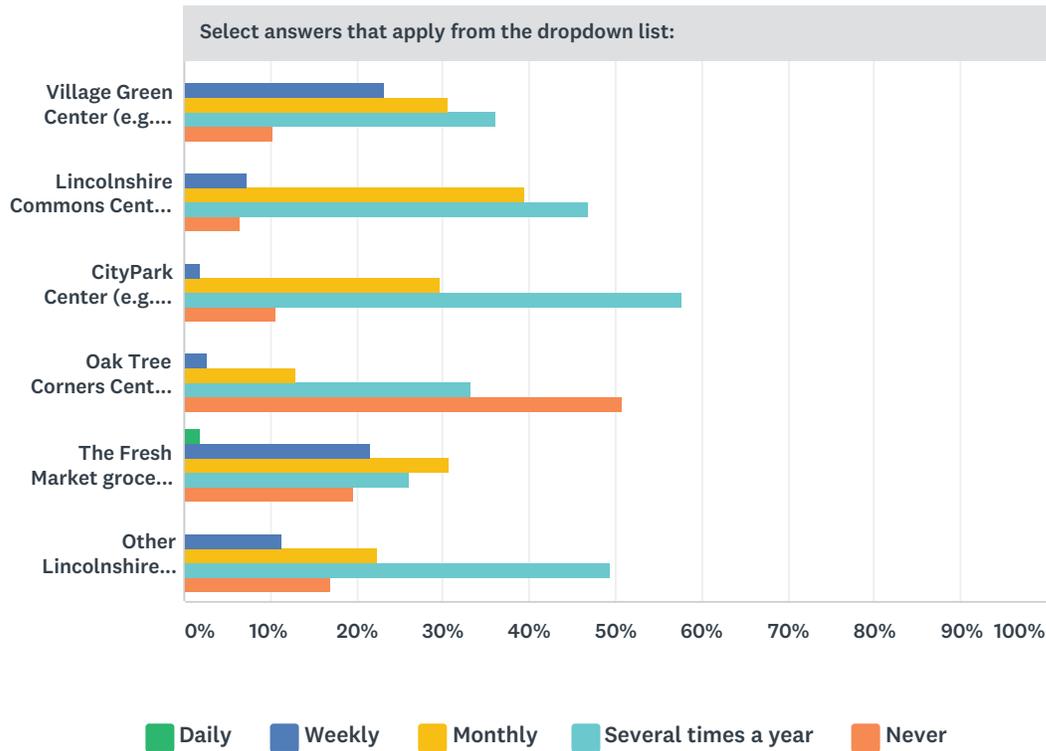
Answered: 9 Skipped: 9

#	RESPONSES	DATE
1	increase business support, especially the 5% of the independently owned restaurants. Enhance access to commercial areas as stated above new sidewalks, walkways crossing Milwaukee Ave, and more lenient sign ordinances including temp. signage	11/2/2017 8:37 AM
2	The demographics are shifting rapidly. The latest numbers show 45% asian population in 103, representing a shift in the younger population that is not yet reflected in the general Village population. I hope and trust that the Village is contemplating what if anything th is change means for the Village, and is taking this demographic shift in to account in future planning.	10/31/2017 8:09 PM
3	Go after Amazon, Caterpillar ... you have the space. Get more youth!	10/31/2017 1:38 PM
4	Make residents more aware of what business es are in our community	10/11/2017 6:40 PM
5	Food truck Fridays are a great example of how the connection between retail and office users can work. Pedestrian connections between these segregated uses would benefit everyone.	10/10/2017 9:00 AM
6	I think the move to Chicago may be cyclical, especially as the millenials age, marry, and have children. However, strategies need to be developed on how to address the current office vacancy situation for the next 1-10 years.	10/9/2017 8:58 AM
7	faster response / less red tape / less regulation / more focus on current businesses	10/7/2017 3:29 PM
8	We love Lincolnshire and its leadership	10/7/2017 11:10 AM
9	It needs to be easier to enter into the Lincolnshire business community. The board puts a lot of restrictions on a new business entering or altering business space.	10/5/2017 3:57 PM

Resident Survey Results Below

Q1 On average, how often do you visit each of Lincolnshire’s shopping centers (Village Green, Lincolnshire Commons, CityPark and Oak Tree Corners), the Fresh Market grocery store and other businesses for shopping, dining and/or services?

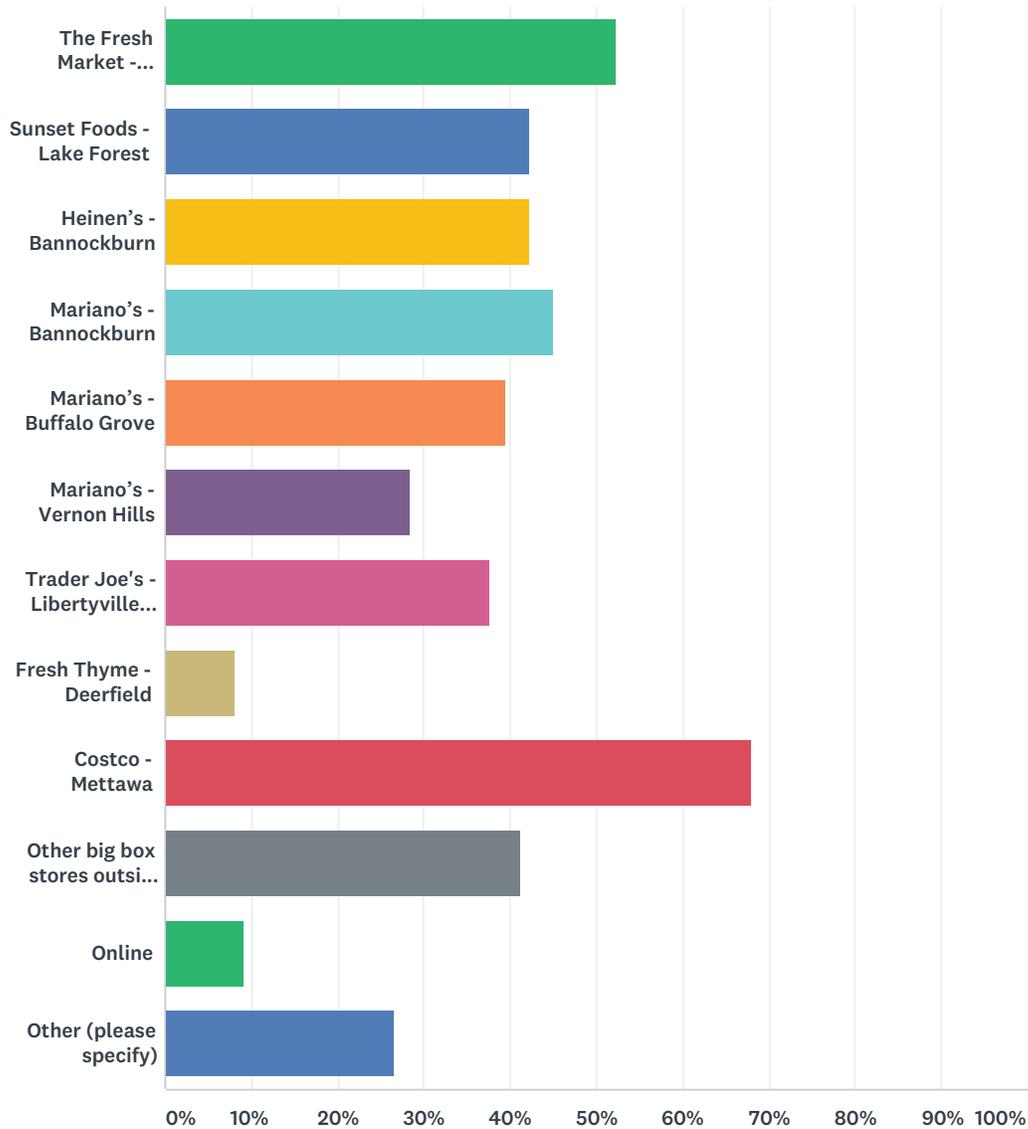
Answered: 109 Skipped: 0



Select answers that apply from the dropdown list:						
	DAILY	WEEKLY	MONTHLY	SEVERAL TIMES A YEAR	NEVER	TOTAL
Village Green Center (e.g., Half Day Brewing, Eddie Merlot's, Einstein Bros. Bagels)	0.00% 0	23.15% 25	30.56% 33	36.11% 39	10.19% 11	108
Lincolnshire Commons Center (e.g., Cheesecake Factory, Chipotle, DSW)	0.00% 0	7.34% 8	39.45% 43	46.79% 51	6.42% 7	109
CityPark Center (e.g., Red Robin, Wildfire, Regal)	0.00% 0	1.92% 2	29.81% 31	57.69% 60	10.58% 11	104
Oak Tree Corners Center (e.g., Bonta, Athletico, Strawberry Field Cafe)	0.00% 0	2.78% 3	12.96% 14	33.33% 36	50.93% 55	108
The Fresh Market grocery store (corner of Milwaukee Ave/Rte 22)	1.87% 2	21.50% 23	30.84% 33	26.17% 28	19.63% 21	107
Other Lincolnshire businesses	0.00% 0	11.24% 10	22.47% 20	49.44% 44	16.85% 15	89

Q2 Where do you shop for groceries (check all that apply)?

Answered: 109 Skipped: 0



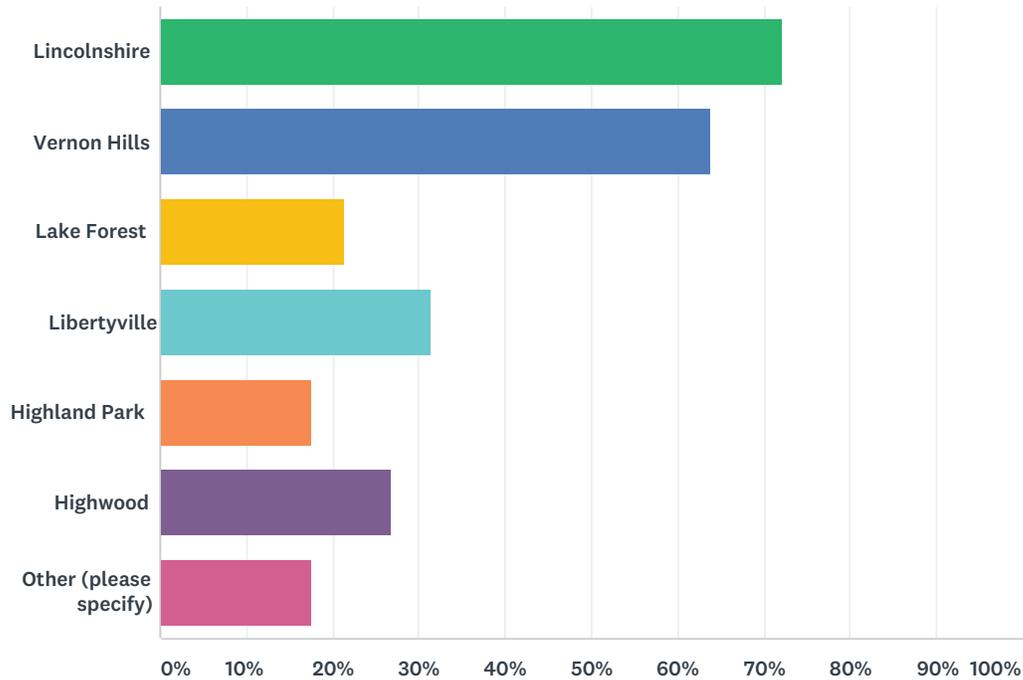
ANSWER CHOICES	RESPONSES	
The Fresh Market - Lincolnshire	52.29%	57
Sunset Foods - Lake Forest	42.20%	46
Heinen's - Bannockburn	42.20%	46
Mariano's - Bannockburn	44.95%	49
Mariano's - Buffalo Grove	39.45%	43
Mariano's - Vernon Hills	28.44%	31
Trader Joe's - Libertyville or Northbrook	37.61%	41
Fresh Thyme - Deerfield	8.26%	9

Costco - Mettawa	67.89%	74
Other big box stores outside the Village (Target, Walmart, etc.)	41.28%	45
Online	9.17%	10
Other (please specify)	26.61%	29
Total Respondents: 109		

#	OTHER (PLEASE SPECIFY)	DATE
1	Sunset Foods Long Grove	12/18/2017 11:31 AM
2	Sunset - Northbrook	12/16/2017 5:30 PM
3	Sam's club	12/16/2017 8:32 AM
4	jewel vernon hills	12/15/2017 1:06 PM
5	aldis	12/15/2017 12:57 PM
6	Sam's Club & Jewel in Buffalo Grove	12/15/2017 12:23 PM
7	jewel & garden fresh	12/15/2017 11:51 AM
8	Jewel Buffalo Grove	12/15/2017 11:00 AM
9	Sam's Club	12/12/2017 5:36 AM
10	Whole Foods	12/11/2017 8:41 AM
11	Jewel and Mariano's in Libertyville	12/10/2017 9:30 PM
12	Jewel	12/10/2017 4:03 PM
13	Sam's in Vernon Hills	12/9/2017 9:50 AM
14	Whole Foods, Deerfield	12/9/2017 8:41 AM
15	Woodman's	12/8/2017 6:39 PM
16	Jewel	12/8/2017 2:52 PM
17	Jewel - Libertyville	12/8/2017 1:54 PM
18	Jewel	12/8/2017 10:59 AM
19	Jewel in Libertyville	12/8/2017 10:17 AM
20	Whole Foods (Deerfield and Northbrook)	12/8/2017 9:23 AM
21	Whole Foods Deerfield	12/8/2017 9:16 AM
22	Mariano's Libertyville	12/8/2017 8:45 AM
23	Sunset Long Grove-Weekly or more	12/8/2017 8:25 AM
24	Whole Foods - Deerfield	12/8/2017 8:00 AM
25	Jewel highland park	12/6/2017 5:07 PM
26	Jewel in Lake Forest and in Libertyville	12/6/2017 3:48 PM
27	Sam's Club Vernon Hills	12/4/2017 8:08 PM
28	Fresh Farms	12/1/2017 8:56 PM
29	I really enjoy the new Bannockburn Marianos!	12/1/2017 4:20 PM

Q3 Where do you go out to eat most frequently (check all that apply)?

Answered: 108 Skipped: 1



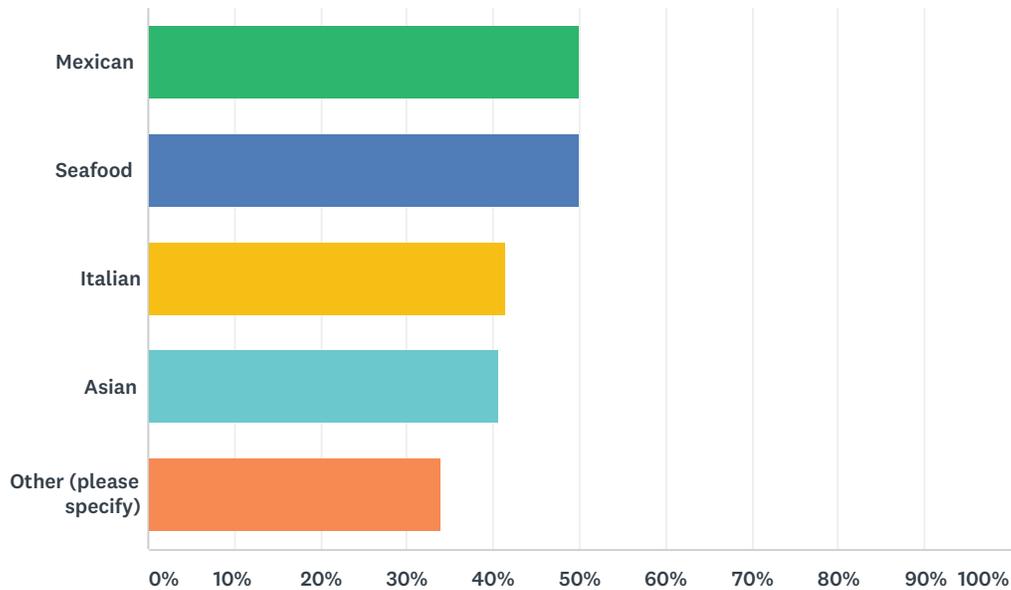
ANSWER CHOICES	RESPONSES	
Lincolnshire	72.22%	78
Vernon Hills	63.89%	69
Lake Forest	21.30%	23
Libertyville	31.48%	34
Highland Park	17.59%	19
Highwood	26.85%	29
Other (please specify)	17.59%	19
Total Respondents: 108		

#	OTHER (PLEASE SPECIFY)	DATE
1	Chicago, Schaumburg	12/18/2017 11:31 AM
2	Winnetka and Chicago	12/16/2017 5:30 PM
3	Wheeling	12/15/2017 12:23 PM
4	buffalo grove	12/15/2017 11:51 AM
5	Chicago	12/15/2017 10:59 AM
6	Deerfield, Glenview, Chicago	12/12/2017 11:19 AM
7	almost never go out to eat	12/12/2017 5:36 AM
8	Walker Bros. (Lincolnshire), India House (Buffalo Grove)	12/9/2017 8:41 AM
9	chicago	12/8/2017 5:55 PM

10	Deerfield, Bannockburn, Mundelein	12/8/2017 12:31 PM
11	BG NBK WHLG	12/8/2017 12:05 PM
12	Lake Bluff	12/8/2017 11:24 AM
13	Bannockburn	12/8/2017 10:40 AM
14	Northbrook, Arlington Heights	12/8/2017 9:24 AM
15	Bannockburn	12/8/2017 9:23 AM
16	Deerfield, Chicago	12/8/2017 8:25 AM
17	Do not go out to eat	12/8/2017 8:12 AM
18	Northbrook,Deerfield	12/8/2017 7:56 AM
19	Mundelien	12/4/2017 8:08 PM

Q4 What kind of new restaurants would you like to see in Lincolnshire (check all that apply)?

Answered: 106 Skipped: 3



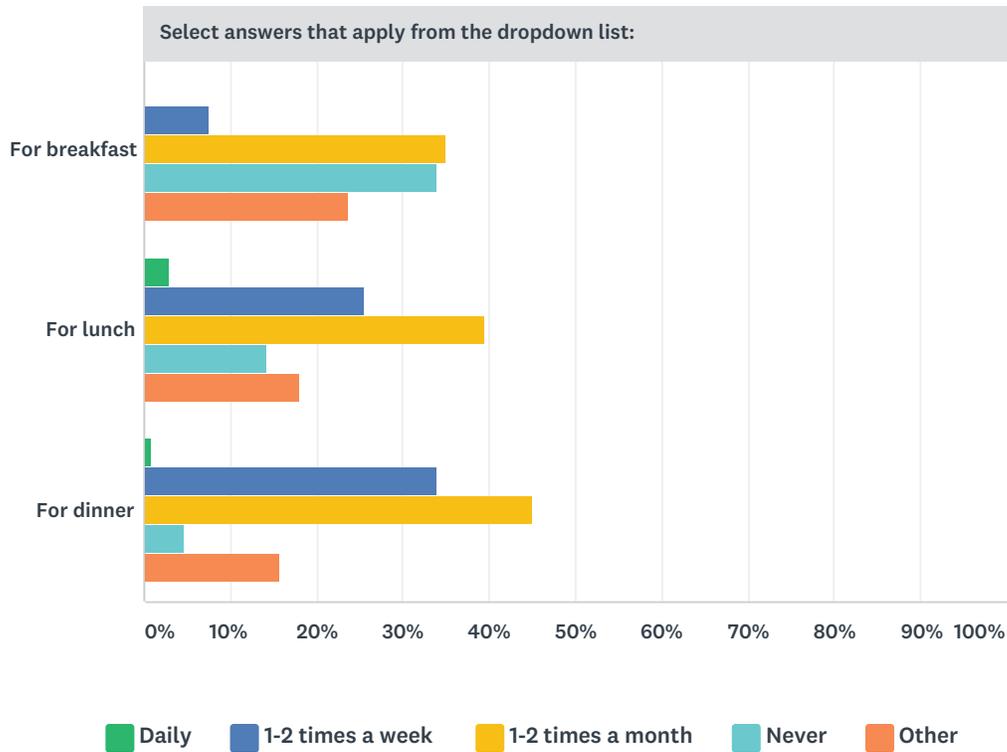
ANSWER CHOICES	RESPONSES
Mexican	50.00% 53
Seafood	50.00% 53
Italian	41.51% 44
Asian	40.57% 43
Other (please specify)	33.96% 36
Total Respondents: 106	

#	OTHER (PLEASE SPECIFY)	DATE
1	Nice quality, no fast food exception would be Gregg's Custard!	12/18/2017 1:53 AM
2	Gastro-pub, American food	12/18/2017 12:06 AM
3	Family restaurant: Wishbone http://www.wishbonechicago.com/about/	12/15/2017 1:58 PM
4	All american family type restaurant	12/15/2017 12:23 PM
5	Something other than steak. Half Day Brewery is awful.	12/15/2017 11:36 AM
6	Family style, casual dining, good food.	12/15/2017 11:28 AM
7	Something like Go Roma, enough selections to please kids and adults, quick service and a glass of wine!	12/12/2017 11:19 AM
8	Sit down and family friendly	12/11/2017 1:22 PM
9	Healthy	12/11/2017 8:41 AM
10	A good pizza restaurants - Aurelio's Pizza or Hitz Pizza	12/10/2017 9:30 PM
11	american	12/8/2017 5:55 PM

12	Family pizza joint UNFANCY!!!	12/8/2017 4:46 PM
13	Once Upon A Grill	12/8/2017 4:40 PM
14	Ice cream shop in Village Green	12/8/2017 2:58 PM
15	Morettis Pizza	12/8/2017 1:32 PM
16	Non-chain; American; Bakery; German	12/8/2017 1:02 PM
17	Greek	12/8/2017 12:59 PM
18	hot dog	12/8/2017 12:31 PM
19	A real good Jewish style deli like Manny's and inexpensive Chinese	12/8/2017 12:05 PM
20	Modern American	12/8/2017 11:55 AM
21	Greek	12/8/2017 10:40 AM
22	Thai	12/8/2017 10:39 AM
23	American Bistro	12/8/2017 10:25 AM
24	Family	12/8/2017 10:17 AM
25	simple, good bar food w/ good service	12/8/2017 10:08 AM
26	Barbeque	12/8/2017 9:23 AM
27	No Preference, just locally owned and operated	12/8/2017 9:16 AM
28	We miss Jimmy's Charhouse. It used to be a regular for us.	12/8/2017 9:04 AM
29	Casual family	12/8/2017 8:56 AM
30	Anything good. NOT FAST FOOD.	12/8/2017 8:25 AM
31	Bistro	12/8/2017 8:13 AM
32	an outstanding deli, the ones thats here has intolerably bad food	12/8/2017 7:52 AM
33	ice cream, all day/night diner, Chinese	12/8/2017 7:47 AM
34	don't care don't eat out enough	12/6/2017 3:48 PM
35	Thai & anything non-chain	12/1/2017 8:56 PM
36	Wine Store	12/1/2017 4:20 PM

Q5 In total, how often do you dine out in Lincolnshire and other communities?

Answered: 109 Skipped: 0

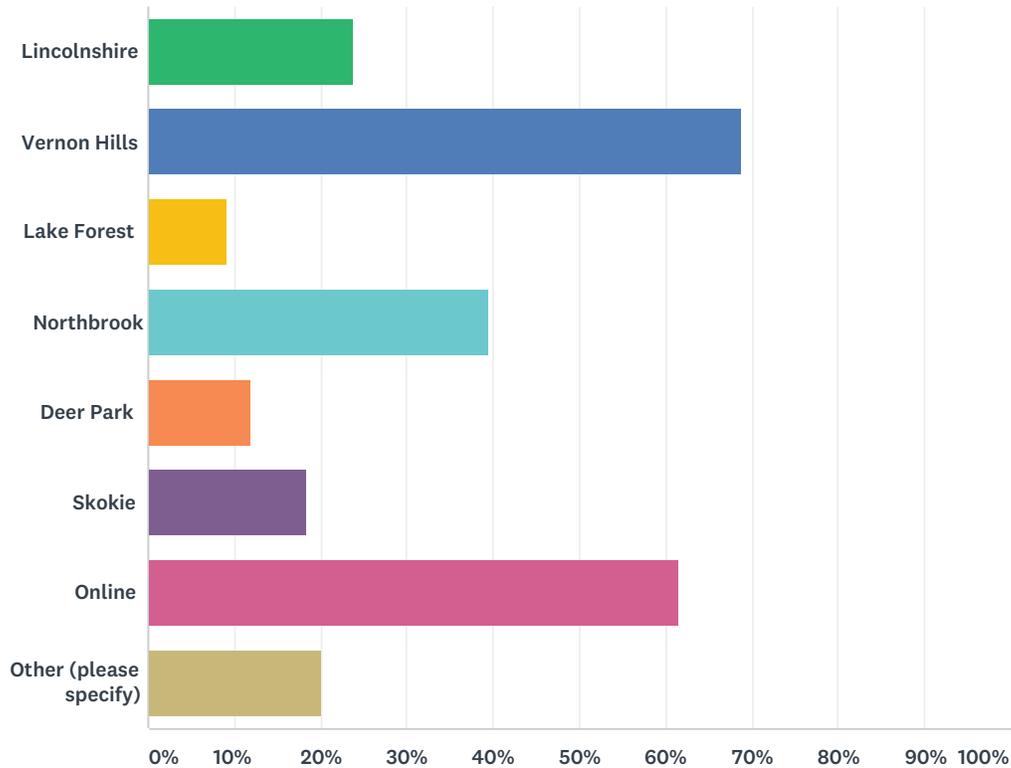


Select answers that apply from the dropdown list:

	DAILY	1-2 TIMES A WEEK	1-2 TIMES A MONTH	NEVER	OTHER	TOTAL
For breakfast	0.00% 0	7.55% 8	34.91% 37	33.96% 36	23.58% 25	106
For lunch	2.83% 3	25.47% 27	39.62% 42	14.15% 15	17.92% 19	106
For dinner	0.92% 1	33.94% 37	44.95% 49	4.59% 5	15.60% 17	109

Q6 Where do you buy your apparel/shoes (check all that apply)?

Answered: 109 Skipped: 0



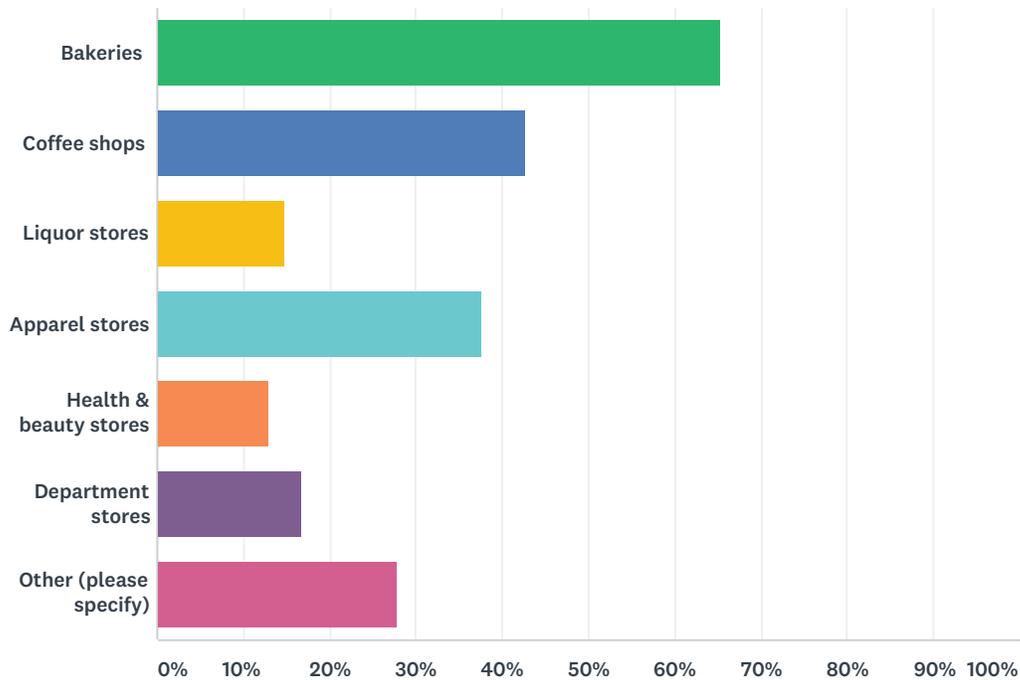
ANSWER CHOICES	RESPONSES	
Lincolnshire	23.85%	26
Vernon Hills	68.81%	75
Lake Forest	9.17%	10
Northbrook	39.45%	43
Deer Park	11.93%	13
Skokie	18.35%	20
Online	61.47%	67
Other (please specify)	20.18%	22
Total Respondents: 109		

#	OTHER (PLEASE SPECIFY)	DATE
1	Schaumburg	12/18/2017 11:31 AM
2	other malls	12/18/2017 6:43 AM
3	costco	12/15/2017 12:57 PM
4	Old Orchard	12/15/2017 11:28 AM
5	Stormy Kromer, L.L. Bean, bespoke tailor-made professional clothes	12/15/2017 10:59 AM
6	Glenview, Old Orchard, Chicago	12/12/2017 11:19 AM

7	Costco	12/11/2017 8:41 AM
8	Sometimes Gurnee when I am up that way,	12/10/2017 4:03 PM
9	Highland Park	12/9/2017 8:41 AM
10	Highland Park	12/9/2017 7:33 AM
11	Kenosha	12/8/2017 3:06 PM
12	highland park new balance store	12/8/2017 2:30 PM
13	Arlington Heights	12/8/2017 12:31 PM
14	Stienmart	12/8/2017 10:17 AM
15	Fashion Outlet	12/8/2017 9:24 AM
16	Fashion Outlets & Chicago	12/8/2017 8:45 AM
17	erewhon bannockburn	12/8/2017 8:31 AM
18	Chicago	12/8/2017 8:25 AM
19	Nordstrom	12/8/2017 7:56 AM
20	highland pk	12/8/2017 7:52 AM
21	Highland Park	12/4/2017 8:08 PM
22	Chicago or Old Orchard	12/1/2017 8:56 PM

Q7 What type of new stores would you like to see in Lincolnshire (check all that apply)?

Answered: 101 Skipped: 8



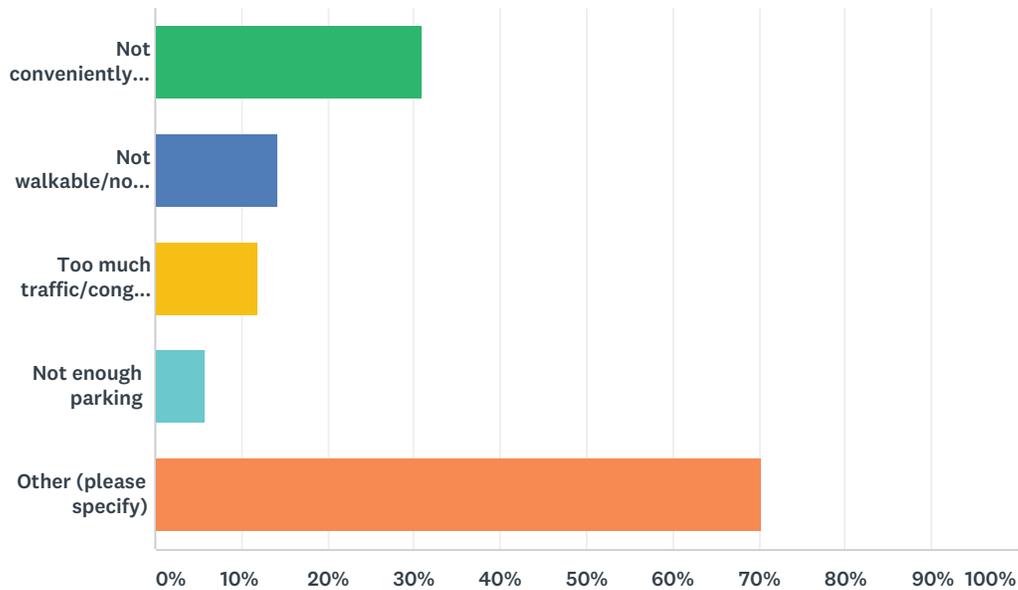
ANSWER CHOICES	RESPONSES
Bakeries	65.35% 66
Coffee shops	42.57% 43
Liquor stores	14.85% 15
Apparel stores	37.62% 38
Health & beauty stores	12.87% 13
Department stores	16.83% 17
Other (please specify)	27.72% 28
Total Respondents: 101	

#	OTHER (PLEASE SPECIFY)	DATE
1	Bookstore, William Sonoma, SurlaTab, Apple, Poochies, bike shop	12/18/2017 1:53 AM
2	Lululemon	12/17/2017 9:09 PM
3	Would love an indoor play space like YuKuds Island or other activities for kids!	12/15/2017 4:53 PM
4	hardware	12/15/2017 4:23 PM
5	Arcade for kids, places for teens to go	12/15/2017 1:58 PM
6	no preference	12/15/2017 1:06 PM
7	Meat market	12/15/2017 1:03 PM
8	Aldi	12/15/2017 12:57 PM

9	Any business would be great in the village green area.	12/15/2017 11:28 AM
10	Grocery store such as Jewel's or Tony's	12/15/2017 11:00 AM
11	Art Galleries (seriously = this village would be a good location for some of them)	12/15/2017 10:59 AM
12	Gift shoppe like blue sky	12/12/2017 11:19 AM
13	Allergist	12/11/2017 1:22 PM
14	Upper Crust and Piece North	12/11/2017 8:41 AM
15	Salata (one in Wheeling and one in Schaumberg)	12/11/2017 12:02 AM
16	Independent restaurants. More like Evanston.	12/8/2017 4:40 PM
17	None, there are too many already	12/8/2017 3:24 PM
18	I don't want new buildings constructed and would like to see vacant property occupied	12/8/2017 1:28 PM
19	Fast casual restaurant or bars	12/8/2017 12:59 PM
20	CVS	12/8/2017 12:05 PM
21	Standard market	12/8/2017 11:55 AM
22	None	12/8/2017 10:39 AM
23	Mickey Finn like restaurant....b/c half-day brew not good	12/8/2017 10:08 AM
24	ACE/Home Depot	12/8/2017 9:24 AM
25	I've always wanted a bakery. Even Vernon Hills doesn't have one. I usually go to Deerfields. go	12/8/2017 9:04 AM
26	Boutiques, better gift stores. As far as I know we have 1??	12/8/2017 8:25 AM
27	diner, ice cream shop	12/8/2017 7:47 AM
28	A bakery would be a wonderful addition. Not a bagel place, starbucks cafe or panera; a real bakery!	12/1/2017 4:20 PM

Q8 If you do not patronize Lincolnshire's retail businesses regularly, why not (check all that apply)?

Answered: 84 Skipped: 25



ANSWER CHOICES	RESPONSES
Not conveniently located on my way to/from work or home	30.95% 26
Not walkable/no pedestrian connections	14.29% 12
Too much traffic/congestion on roads	11.90% 10
Not enough parking	5.95% 5
Other (please specify)	70.24% 59
Total Respondents: 84	

#	OTHER (PLEASE SPECIFY)	DATE
1	Higher tax rate than Vernon hills	12/22/2017 2:04 PM
2	I shop at the kinds of stores that wouldn't work in Lincolnshire	12/18/2017 11:31 AM
3	I do	12/18/2017 6:43 AM
4	Don't have the shops I frequent	12/18/2017 1:53 AM
5	Not relevant	12/18/2017 12:06 AM
6	Selection of stores is limited	12/17/2017 9:09 PM
7	Since I retired, I don't need as many clothes. We also don't eat out as much.	12/16/2017 5:30 PM
8	Not the stores that I need to go to.	12/16/2017 8:32 AM
9	not the type of retail stores, i.e. dept store	12/15/2017 9:56 PM
10	Easier to order online, and I typically shop at stores found at malls	12/15/2017 4:53 PM
11	just not an option that i am looking for	12/15/2017 2:51 PM
12	the question reads if you do not, I do somewhat	12/15/2017 1:06 PM

13	Don't have what I need or like	12/15/2017 12:23 PM
14	no reason to shop at a particular store in lincolnshire	12/15/2017 11:51 AM
15	They are typically not very good stores or venues.	12/15/2017 11:36 AM
16	No stores that are of interest.	12/15/2017 11:28 AM
17	pricing	12/15/2017 11:00 AM
18	The retail establishments in Lincolnshire don't interest me.	12/15/2017 10:59 AM
19	I'm usually in an area with more selection of stores in one place.	12/12/2017 11:19 AM
20	few stores that hold any interest	12/12/2017 11:14 AM
21	with the exception of Walgreens most do not have items I purchase regularly	12/12/2017 5:36 AM
22	The things I need are mostly in Vernon Hills and are close together	12/11/2017 1:22 PM
23	Have no need for many of the village's stores	12/10/2017 4:46 PM
24	Do not have the stores that I frequently go to	12/10/2017 1:58 PM
25	Too expensive	12/10/2017 6:39 AM
26	Crossing Milwaukee is dangerous so no Starbucks for me	12/9/2017 8:41 AM
27	Too expensive/not enough variety (Fresh Market)	12/9/2017 7:33 AM
28	Costly	12/8/2017 6:39 PM
29	nothing interesting	12/8/2017 5:55 PM
30	Don't like what's offered	12/8/2017 4:46 PM
31	Try to avoid chain restaurants.	12/8/2017 4:40 PM
32	nothing I want to buy	12/8/2017 2:30 PM
33	They don't have what I'm looking for.	12/8/2017 1:54 PM
34	Insufficient variety of stores or too pricey	12/8/2017 1:28 PM
35	Shopping areas in Lincolnshire are not fun. Not enough green space. They are huge deserts of asphalt. Not a good walking around relaxing experience.	12/8/2017 1:02 PM
36	Not great options	12/8/2017 12:59 PM
37	Don't enjoy shopping at all	12/8/2017 12:31 PM
38	not a great selection	12/8/2017 12:05 PM
39	Not enough options	12/8/2017 11:55 AM
40	don't need their services	12/8/2017 11:24 AM
41	want more options	12/8/2017 10:59 AM
42	Don't offer what I need	12/8/2017 10:53 AM
43	There's no central location for businesses -- park once and do all shopping.	12/8/2017 10:40 AM
44	N/A	12/8/2017 10:39 AM
45	Not classy busineeses. Poor zoning/mixes in areas.	12/8/2017 10:32 AM
46	too expensive,limited choices	12/8/2017 10:17 AM
47	Have no need for services	12/8/2017 10:13 AM
48	better nearby options	12/8/2017 10:08 AM
49	The good chains are all located elsewhere	12/8/2017 9:23 AM
50	Better options elsewhere, which is OK	12/8/2017 9:16 AM
51	Not a lot of retail I want to shop	12/8/2017 9:13 AM
52	don't meet needs	12/8/2017 8:48 AM

53	I miss B&N. I found other places that consistently offer better values.	12/8/2017 8:45 AM
54	selection better elsewhere	12/8/2017 8:31 AM
55	Don't like the stores.	12/8/2017 8:25 AM
56	More selection needed	12/8/2017 7:56 AM
57	it requires multiple stops	12/8/2017 7:52 AM
58	Don't carry what I'm looking for	12/6/2017 5:07 PM
59	not interested in products	12/6/2017 3:48 PM

Q9 What type of shopping, dining and commercial services do you typically have to travel outside Lincolnshire for?

Answered: 85 Skipped: 24

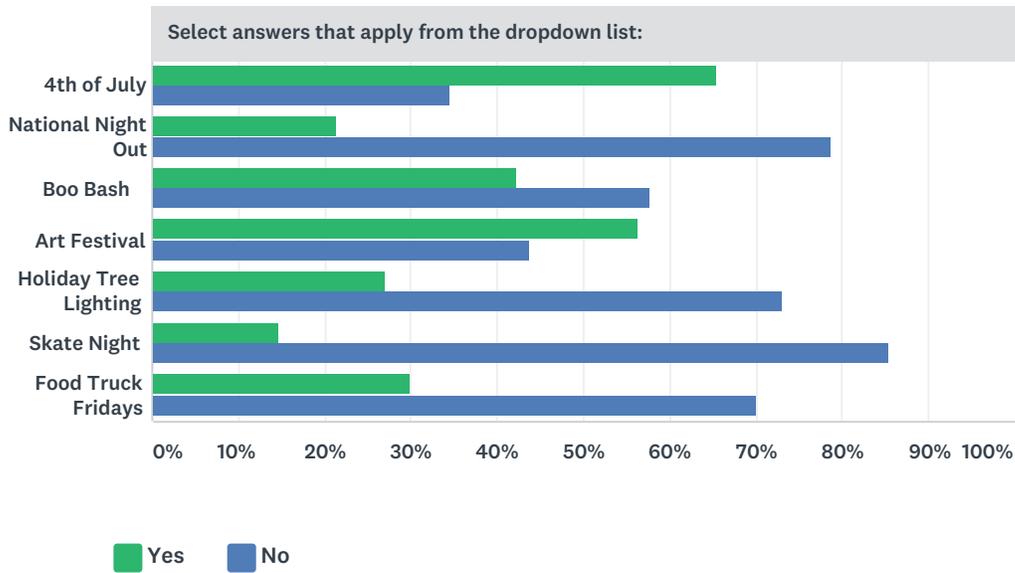
#	RESPONSES	DATE
1	Almost everything because Vernon Hills has more options to chose from in terms of shopping. Will stay in Lincolnshire for the Lettuce restaurants. Will also go to Sports Clips in Vernon Hills because the one in Lincolnshire has horrible customer service.	12/22/2017 2:04 PM
2	Clothing.....Macy's. Bed, Bath for home stuff	12/19/2017 2:36 PM
3	Ethnic food, Starbucks, Apparel, Discount shopping	12/18/2017 11:31 AM
4	variety	12/18/2017 6:43 AM
5	Books, computer gear, high quality gifts, baked goods, ice cream, camp/ hiking gear,	12/18/2017 1:53 AM
6	Variety. Not enough variety in Lincolnshire.	12/18/2017 12:06 AM
7	Kids entertainment, family dinners	12/17/2017 9:09 PM
8	Haircut, good sushi, Marianos	12/17/2017 7:37 PM
9	We dine in Chicago when attending theater, symphony, and opera.	12/16/2017 5:30 PM
10	CLOTHING,SEA FOOD	12/16/2017 5:28 PM
11	Clothes stores, pet supplies, home depot,	12/16/2017 11:25 AM
12	Target, Home Goods, Hardware, etc	12/16/2017 8:32 AM
13	dept store, i.e. kohls; excited about culvers	12/15/2017 9:56 PM
14	Casual dining such as Fridays	12/15/2017 5:25 PM
15	Mall stores for apparel, bakery, all activities for kids except for our awesome library!	12/15/2017 4:53 PM
16	hardware, groceries, dining	12/15/2017 4:23 PM
17	None	12/15/2017 4:01 PM
18	upscale / date night dining. clothes shopping. children clothes / toys	12/15/2017 2:51 PM
19	Casual family dining and fun places for teens to go	12/15/2017 1:58 PM
20	low price groceries, department store items, appliances, moderate price quiet restaurants	12/15/2017 1:06 PM
21	Manicures, massages, facials, ice cream	12/15/2017 1:03 PM
22	DQ, Fannie Mae, department store, Chase bank, Target	12/15/2017 12:23 PM
23	relatively inexpensive restaurant	12/15/2017 11:51 AM
24	Almost everything	12/15/2017 11:36 AM
25	Dining, grocery stores, malls where you can go to several stores at once.	12/15/2017 11:28 AM
26	grocery need a Jewel or Tony's to compete with Fresh Market and Mariano prices	12/15/2017 11:00 AM
27	Groceries. Fresh Market is OK, but too expensive.	12/15/2017 10:59 AM
28	Clothing,car,homegoods	12/15/2017 10:28 AM
29	Fine dining other than steakhouse, hardware store,home decor,	12/12/2017 11:19 AM
30	everything except grocery and dining	12/12/2017 11:14 AM
31	Most of my shopping is outside of Lincolnshire with the exception of Walgreens	12/12/2017 5:36 AM
32	Groceries, Target, Petsmart, TJ Maxx/Marshalls/Homegoods, specific shopping	12/11/2017 1:22 PM

33	most	12/11/2017 8:41 AM
34	Target, Dick's Sporting Goods, Home Depot	12/10/2017 5:20 PM
35	fast food, seafood, fine dining, apparel, liquor	12/10/2017 4:46 PM
36	Oriental	12/10/2017 4:03 PM
37	home goods, hard ware, home repair	12/10/2017 1:58 PM
38	Groceries, Hardware (Home Depot)	12/9/2017 11:35 PM
39	clothes / consumer goods shopping	12/9/2017 9:50 AM
40	Organic Food	12/9/2017 8:41 AM
41	Groceries, clothes	12/9/2017 7:33 AM
42	Everything	12/8/2017 6:39 PM
43	apparel, ups, grocery, bar, restaurants, coffee,	12/8/2017 5:55 PM
44	Shopping in Vernon Hills (Target, Kohls); dining	12/8/2017 4:40 PM
45	Department stores	12/8/2017 3:06 PM
46	Haircut, Nails	12/8/2017 3:01 PM
47	Grocery stores	12/8/2017 2:58 PM
48	Seafood restaurant	12/8/2017 2:52 PM
49	everything but brunch and banking	12/8/2017 2:30 PM
50	Clothes, shoes, food, banking.	12/8/2017 1:54 PM
51	Sit down pizza restaurant	12/8/2017 1:32 PM
52	I do all my basic shopping outside of Lincolnshire bc the Lincolnshire stores are too pricey	12/8/2017 1:28 PM
53	Anything worthwhile	12/8/2017 1:02 PM
54	Dining, nightlife, retail	12/8/2017 12:59 PM
55	Almost everything but gas and drug store	12/8/2017 12:31 PM
56	Most	12/8/2017 12:05 PM
57	Shopping. Would be nice to be like deer park	12/8/2017 11:55 AM
58	dining, food shopping	12/8/2017 11:24 AM
59	clothing	12/8/2017 10:59 AM
60	Groceries, Apparel	12/8/2017 10:53 AM
61	Gift and clothing shopping, dinner, lawn service	12/8/2017 10:40 AM
62	Variety	12/8/2017 10:39 AM
63	Nice clothing, high end lunches like Lake Forest	12/8/2017 10:32 AM
64	One stop shopping like Target. Hardware stores/home improvement.	12/8/2017 10:25 AM
65	groc., clothes, dentist, Dr. chiropractor	12/8/2017 10:17 AM
66	Shopping, fast food	12/8/2017 10:13 AM
67	good bar food:Spears, Mickey Finn. Mall clothes, home depot for home items	12/8/2017 10:08 AM
68	Just about everything	12/8/2017 9:31 AM
69	grocery shopping	12/8/2017 9:25 AM
70	Asian food, home improvement stores	12/8/2017 9:24 AM
71	Fast Casual dining, Target, Whole Foods, Costco	12/8/2017 9:23 AM
72	I varies, but most services outside of dining (and some medical) are done outside of the village.	12/8/2017 9:16 AM
73	All clothing/shoes, Seafood and mexican	12/8/2017 9:13 AM

74	Almost everything	12/8/2017 8:58 AM
75	Activities and classes for kids	12/8/2017 8:56 AM
76	We tend to gravitate toward the city, rather than west of where we live.	12/8/2017 8:45 AM
77	Too much to list	12/8/2017 8:25 AM
78	Nordstrom, different restaurants	12/8/2017 7:56 AM
79	most	12/8/2017 7:52 AM
80	diners and ice cream	12/8/2017 7:47 AM
81	Deli, Target mall/department stores	12/6/2017 5:07 PM
82	home goods	12/6/2017 3:48 PM
83	Sam's Club and various restrants	12/4/2017 8:08 PM
84	Grocery shopping, non-chain restaurants, bath and body works	12/1/2017 8:56 PM
85	Highwood Bakery-Bent Fork and Italian Food in Highwood	12/1/2017 4:20 PM

Q10 Have you attended any of these Lincolnshire community events in the last year?

Answered: 108 Skipped: 1



Select answers that apply from the dropdown list:			
	YES	NO	TOTAL
4th of July	65.42% 70	34.58% 37	107
National Night Out	21.36% 22	78.64% 81	103
Boo Bash	42.16% 43	57.84% 59	102
Art Festival	56.19% 59	43.81% 46	105
Holiday Tree Lighting	26.92% 28	73.08% 76	104
Skate Night	14.71% 15	85.29% 87	102
Food Truck Fridays	29.91% 32	70.09% 75	107

Q11 Do you have suggestions on how to improve Lincolnshire's community events? If you are interested in volunteering to help organize or run any of these, please leave your name and contact information.

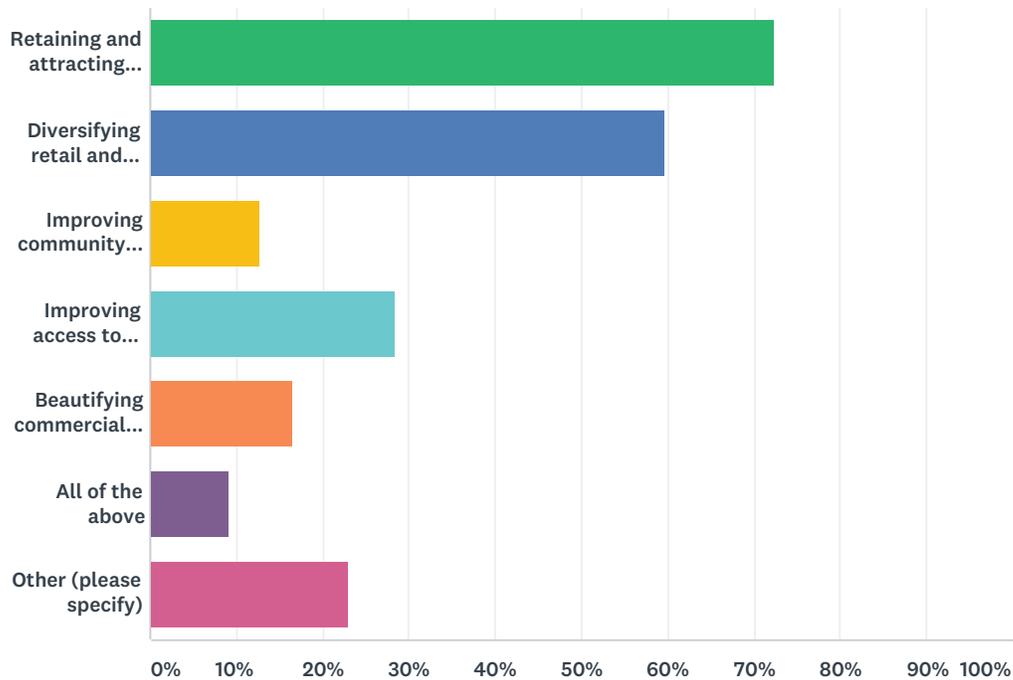
Answered: 54 Skipped: 55

#	RESPONSES	DATE
1	The community events are good for the most part.	12/22/2017 2:04 PM
2	More family fun at Spring Lake.....movie night, camp outs, mini concerts, fun all year not just on the 4th.	12/19/2017 2:36 PM
3	Dawn Forman dawn.c.forman@gmail.com	12/18/2017 6:43 AM
4	Advertise the details via snail mail to every home in the community.	12/18/2017 1:53 AM
5	The events I have been to have been very well organized	12/17/2017 7:37 PM
6	No	12/16/2017 5:30 PM
7	N/A	12/16/2017 5:28 PM
8	None	12/16/2017 8:32 AM
9	none	12/15/2017 9:56 PM
10	4th of July, the Xmas tree lighting, and Boo Bash are all awesome!	12/15/2017 4:53 PM
11	just maybe a little more advertisting for some. some are really publicised and others not so much	12/15/2017 2:51 PM
12	I am happy to see the Village is organizing these events again.	12/15/2017 1:58 PM
13	no	12/15/2017 1:06 PM
14	Craft show,	12/15/2017 12:23 PM
15	Why are the food trucks relegated to a business park that nobody can find? Why isn't there a farmers market in a location that can be easily accessed? The village seems to have great ideas about doing events, but then end up managing them to the point that nobody knows they exist.	12/15/2017 11:36 AM
16	I think they are well done, especially appealing for families with young kids.	12/15/2017 11:28 AM
17	run very well	12/15/2017 11:00 AM
18	More art. Loosen-up a little (this town is too "white" and too conservative).	12/15/2017 10:59 AM
19	I think you have been doing a good job	12/15/2017 10:28 AM
20	More adult-oriented events. Kid events are great but not everyone has children.	12/12/2017 11:19 AM
21	I already volunteer at 4th of July and Boo Bash	12/12/2017 5:36 AM
22	I love our community events!	12/11/2017 1:22 PM
23	Remove the embarssment of this right to work mumbo jumbo, clearly as no place here and is strictly politically motivated	12/11/2017 8:41 AM
24	no ideas - we have young kids, so getting to do more each year...	12/10/2017 5:20 PM
25	events in the village green are a pain for parking, busing even trying to drive thru on rt 45	12/10/2017 4:46 PM
26	We pretty much just moved in and are still checking things out. Interested in Food Truck Fridays but don't understand what it is.	12/10/2017 4:03 PM
27	We love Lincolnshire's community events. Boo bash and national night out could have more activities for smaller kids similar to 4th of July	12/10/2017 1:58 PM
28	The team does a nice job with community events. Thank You!	12/9/2017 11:35 PM
29	no suggestions at this time	12/9/2017 9:50 AM

30	Keep doing what you're doing. When my kids were little we took advantage of the 4th displays, Boo Bash	12/9/2017 8:41 AM
31	More family restaurants. Perhaps add a late summer or fall event.	12/8/2017 4:46 PM
32	I believe if you tried to get some independent restaurants into the area, it may bring in more people.	12/8/2017 4:40 PM
33	They are great, please continue.	12/8/2017 3:06 PM
34	I think they are appropriate	12/8/2017 2:58 PM
35	No	12/8/2017 2:52 PM
36	No time	12/8/2017 1:02 PM
37	Better bands for 4th July.	12/8/2017 12:59 PM
38	Events for seniors	12/8/2017 12:31 PM
39	summer concerts perhaps in a center that is large enough	12/8/2017 12:05 PM
40	Most events are geared toward children and we don't have children. The art festival and tree lighting could have used some food/drink concessions for purchase.	12/8/2017 10:40 AM
41	N/A	12/8/2017 10:39 AM
42	More than enough already...	12/8/2017 10:32 AM
43	I'm old. I need to be inside.	12/8/2017 10:17 AM
44	no	12/8/2017 10:08 AM
45	Mini com-icton. Adult Halloween	12/8/2017 9:31 AM
46	no suggestions	12/8/2017 9:25 AM
47	n/a	12/8/2017 9:24 AM
48	Most are great!	12/8/2017 9:16 AM
49	No. They are fine.	12/8/2017 8:58 AM
50	We think you're doing a good job. Our children are older; thus, we don't attend many of the events as in the past.	12/8/2017 8:45 AM
51	I might be able to help run some events. Miriam King 847-606-0344	12/6/2017 5:07 PM
52	no ideas at the moment. Didn't go to some because of weather	12/6/2017 3:48 PM
53	Maybe have a website dedicated to all the past, current and future events with info, photos, etc...Right now it's hard to find that info on the village website and not everyone has facebook or wants to go there. I would love to help set that up if needed. -Aaron Jesser 312.520.8083	12/6/2017 10:18 AM
54	My kids are all grown, so would not participate but nice that the younger families have such varied seasonal events.	12/1/2017 4:20 PM

Q12 What top economic development strategies should Lincolnshire focus on (select all that apply)?

Answered: 109 Skipped: 0



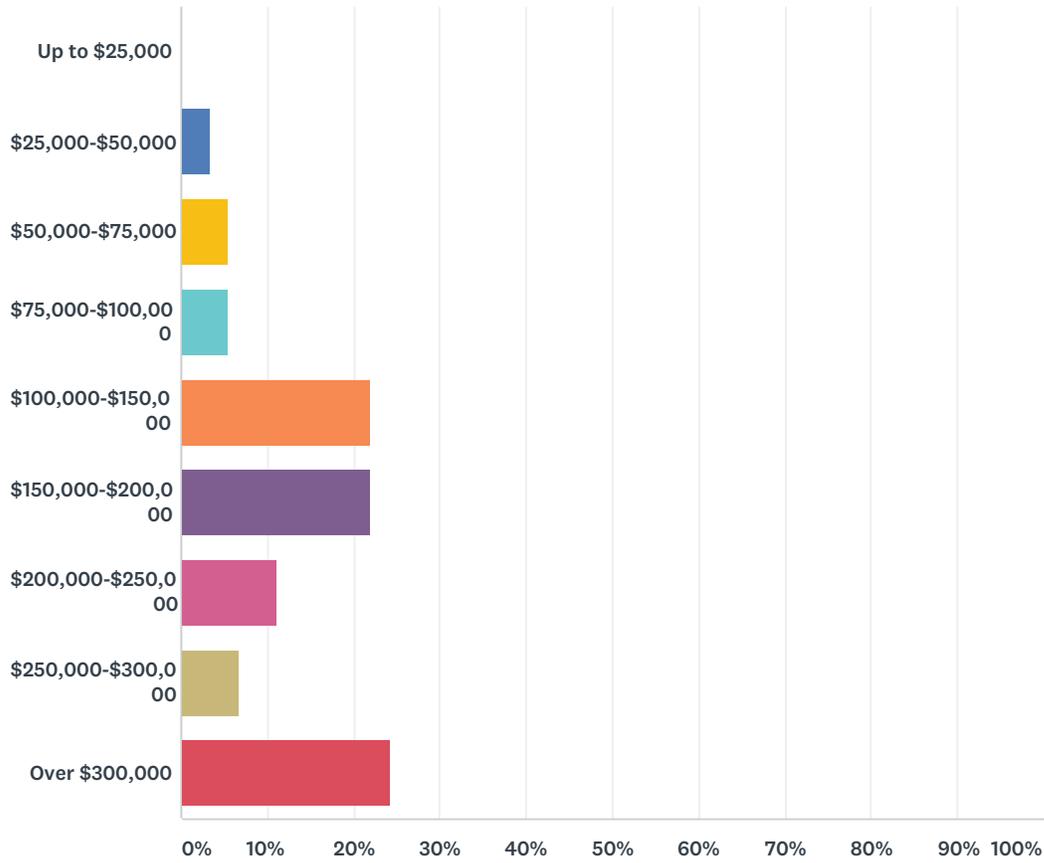
ANSWER CHOICES	RESPONSES	
Retaining and attracting businesses	72.48%	79
Diversifying retail and restaurant offerings	59.63%	65
Improving community events	12.84%	14
Improving access to commercial areas (e.g., new sidewalks, signage)	28.44%	31
Beautifying commercial areas (holiday decorations, etc.)	16.51%	18
All of the above	9.17%	10
Other (please specify)	22.94%	25
Total Respondents: 109		

#	OTHER (PLEASE SPECIFY)	DATE
1	The area around the Village Hall used to have awesome holiday lighting. Let's the Scrooges look at what Wheeling does on 21 and Lake a Cook Rd. How can they afford it and not us!!j	12/19/2017 2:36 PM
2	Better traffic signal timing - especially at 22 & Milwaukee	12/18/2017 11:31 AM
3	Add some public art into the community, landscape and signage entering Lincolnshire.	12/18/2017 1:53 AM
4	I don't like the apple signs which are all over the village.	12/16/2017 5:30 PM
5	Be consistent with signage - I believe Boo Bash had different start times on different marketing materials.	12/16/2017 8:32 AM
6	Modernizing the shopping center on th southwest side of Milwaukee and Old Half Day	12/15/2017 1:03 PM

7	Making it easier for west-side residents to get across Rt. 21 to activities, etc.	12/15/2017 12:23 PM
8	Less townhouse development that sends to kids to 103 and more retail and business focus.	12/15/2017 11:28 AM
9	The choices in this category (No. 12) are too general. They suggest that this was put together by someone who gave little creative thought to the question. My suggestion is for the Village to engage in far more surgically-strategic planning, more focus.	12/15/2017 10:59 AM
10	Property taxes are too high for the area and there is little incentive to stay in the area once children are through the schools here	12/12/2017 11:19 AM
11	Remove the embarrsement of this right to work mumbo jumbo, clearly as no place here and is strictly politically motivated	12/11/2017 8:41 AM
12	policing of red light violators	12/10/2017 4:46 PM
13	Corporate center looks to have lots of vacancies. Recommend focus on bringing larger businesses in.	12/9/2017 11:35 PM
14	No opinion	12/9/2017 8:41 AM
15	I liked Lincolnshire when it was a sleepy bedroom community. Please stop with tall the commercial destruction of our beautiful village.	12/8/2017 3:24 PM
16	Lincolnshire is simply not walkable, due in a large part to Olde Half Day Road. The new crossing sign is a joke and very dangerous since cars ignore the crosswalk and almost always exceed the speed limit. New sidewalks or signs won't solve this.	12/8/2017 1:54 PM
17	Unbelievable that village officials permitted the owner to not renew lease with Barnes and Noble. This was a community place for young and old. It provided a tax base that our village lost.	12/8/2017 1:02 PM
18	Be more helpful to new businesses. What ever happened to Culvers and Bouna Beef that were coming to Lincolnshire? Arguments over signage, parking, etc. do not make Lincolnshire a desirable location for new businesses. Help businesses survive and thrive.	12/8/2017 12:31 PM
19	Our biggest issue with Lincolnshire is it has no real downtown area where people can walk around. It just has small malls scattered throughout the village.	12/8/2017 10:40 AM
20	Suggest filling the several currently open retail locations	12/8/2017 10:39 AM
21	Not all business is good business. Improve codes and enforce them. Stop catering to every whim of business and upscale Lincolnshire more like Lake Forest.	12/8/2017 10:32 AM
22	consolidate commercial centers and make the remaining ones stronger	12/8/2017 9:23 AM
23	Effective use of commercial real estate and business parks. Fill open capacity of office space. Improve walk-ability of residential areas.	12/8/2017 9:16 AM
24	maintaining zoning regulations	12/8/2017 8:31 AM
25	Improving traffic so shopping is easier	12/8/2017 8:25 AM

Q13 What is the total annual income of your household?

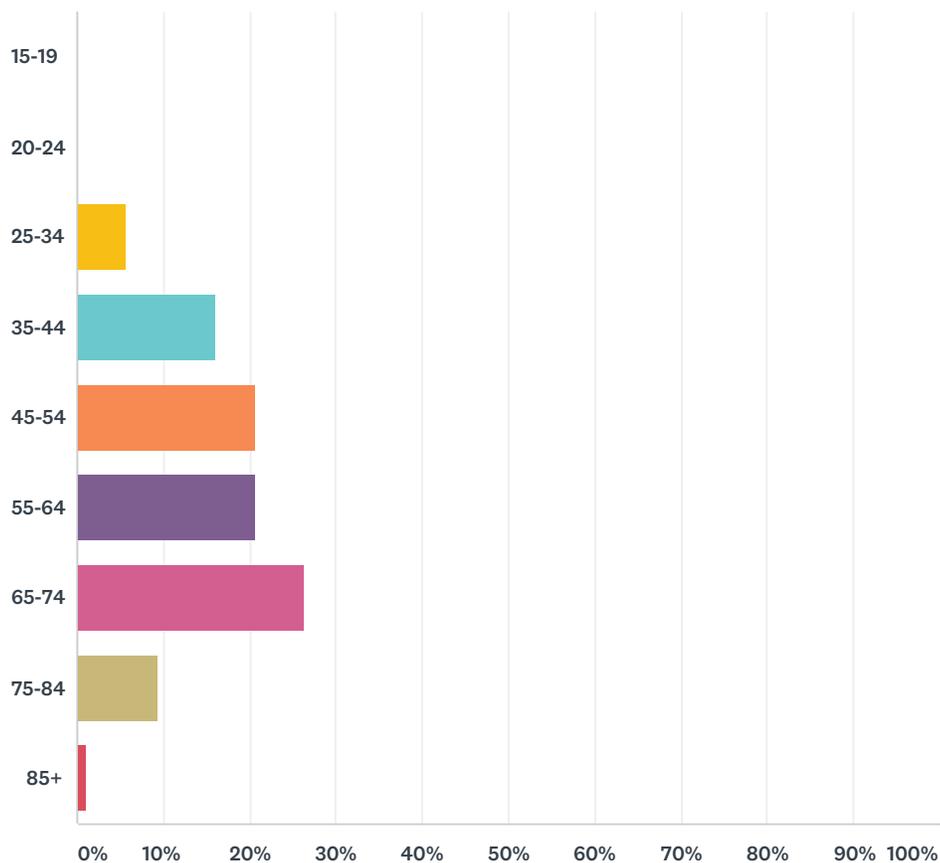
Answered: 91 Skipped: 18



ANSWER CHOICES	RESPONSES	
Up to \$25,000	0.00%	0
\$25,000-\$50,000	3.30%	3
\$50,000-\$75,000	5.49%	5
\$75,000-\$100,000	5.49%	5
\$100,000-\$150,000	21.98%	20
\$150,000-\$200,000	21.98%	20
\$200,000-\$250,000	10.99%	10
\$250,000-\$300,000	6.59%	6
Over \$300,000	24.18%	22
TOTAL		91

Q14 What is your age bracket?

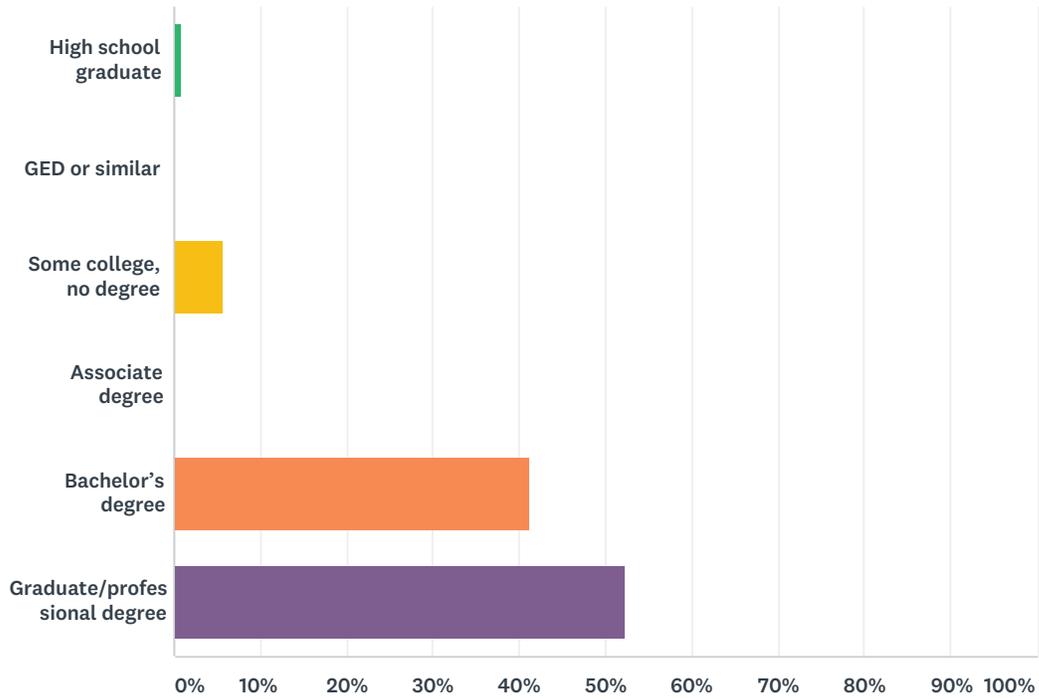
Answered: 106 Skipped: 3



ANSWER CHOICES	RESPONSES	
15-19	0.00%	0
20-24	0.00%	0
25-34	5.66%	6
35-44	16.04%	17
45-54	20.75%	22
55-64	20.75%	22
65-74	26.42%	28
75-84	9.43%	10
85+	0.94%	1
TOTAL		106

Q15 What is your highest level of educational attainment?

Answered: 107 Skipped: 2



ANSWER CHOICES	RESPONSES	
High school graduate	0.93%	1
GED or similar	0.00%	0
Some college, no degree	5.61%	6
Associate degree	0.00%	0
Bachelor's degree	41.12%	44
Graduate/professional degree	52.34%	56
TOTAL		107

REQUEST FOR BOARD ACTION

Subject: An Ordinance Making Appropriations To Defray All Necessary Expenses And Liabilities Of The Village Of Lincolnshire, Lake County, Illinois For The Fiscal Year 2018.

Action Requested: Review and approval of Appropriations Ordinance

Originated Michael R. Peterson, Finance Director/ Treasurer
By/Contact: Bradly J. Burke, Village Manager

Referred To: Mayor Brandt and Board of Trustees

Summary/ Background:

The annual Appropriation Ordinance must be passed by municipalities with a population under 500,000 during the first quarter of the fiscal year - 65 ILCS 5/8-2-9. Approval of an Appropriation Ordinance is the formal means for authorizing the expenditures of funds in a particular fiscal year.

Prior to passage, the Village is required to:

1. Make a copy of the Ordinance available for public inspection in pamphlet form.
2. Publish a Public Hearing legal notice in the local area newspaper at least ten days prior to the hearing.
3. Hold a Public Hearing.

Supplemental Information:

The Annual Appropriation Ordinance represents the legal spending limit available to fund items included in the 2018 Budget. The proposed 2018 Appropriation Ordinance continues to utilize the same format started in 2014. The proposed Ordinance reflects the annual Appropriation at 110% of each department/operating area level. This provides flexibility for Staff and Village Officials to allocate expenditures among line items to accommodate price changes and unexpected expenditures that may occur throughout the year. Additionally, the General Capital Fund and Water/ Sewer Improvement Fund are appropriated at 100% of the budget amounts.

As in previous years, in 2017, it was staff's goal to adhere to the approved budget as opposed to the annual appropriation ordinance. This goal was achieved, and it should be noted all departments/operating areas of the Village finished below budgeted expenditures for Fiscal Year 2017. For 2018, the budget will remain the spending plan and objective of the Village staff.

The noteworthy changes to the appropriation include:

01-08-61-4167 General Fund- Community & Economic Development- Professional Services Pre-Application Expense: 2018 Original budget \$0. This \$2,500 item has been added to the calculation of the Community & Economic Development department to provide expenditure authority for those expenses incurred when working with a potential developer/petitioner prior to receiving a formal application and the creation of an escrow account to recover third party expenses incurred in the development review process.

01-12-61-4099 General Fund - Insurance & Common - Professional Services

Miscellaneous: 2018 Original budget \$0. This \$10,000 item has been added to the calculation of the Insurance & Common department to provide expenditure authority for Utility Audit Services and Benchmarking Cooperative.

18-01-86-9902 Park Development – Rt. 22 Pedestrian Bridge Improvement: 2018 Original budget \$190,000. The 2018 appropriation has been increased to \$235,000 for this line item.

Staff will be available at Monday's meeting to respond to any questions the Village Board may have regarding the Appropriations Ordinance or the above mentioned change in expenditures for FY2018.

Recommendation:

Conduct Public Hearing on February 12, 2018.

Consideration and Discussion of placing the Appropriations Ordinance on the Consent Agenda for Approval at the February 26, 2018 meeting.

Reports and Documents Attached:

- Published Legal Notice
- Draft Appropriation Ordinance

Meeting History	
Committee of the Whole Meeting:	February 12, 2018
Public Hearing:	February 12, 2018
Regular Village Board Meeting:	February 26, 2018

LEGAL NOTICE

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN to all interested persons that the Corporate Authorities of the Village of Lincolnshire, Lake County, Illinois on February 12, 2018, 7:00 am, of the Village of Lincolnshire Village Board Room, Village Hall, One Olde Half Day Road, Lincolnshire, Illinois will conduct a public hearing on the Village's Annual Appropriation Ordinance for the 2018 fiscal year.

The appropriations expected to be considered include the following proposed budget expenditures for said fiscal year commencing January 1, 2018 and ending December 31, 2018.

General Fund	
Administration	279,950
Finance	303,420
Police	1,889,860
Community & Economic Development	1,072,820
Insurance & Common	1,703,620
Public Works- Administration	238,380
Streets	1,290,880
Parks & Open Space	1,417,490
Buildings & Grounds	144,430
Debt & Transfers	1,870,000
General Fund Total	10,210,850

Police Protection Services	2,737,680
IMRF Contribution	366,580
FICA Expense	235,090
Water and Sewer Operations Fund	5,043,500
Motor Fuel Tax Fund	192,500
Police Pension Fund	1,320,000
Water and Sewer Improvement Fund	2,007,000
Fraud, Alcohol, Drug Enforcement Fund	66,690
Vehicle Maintenance Fund	524,480
E-911 Fund	339,680
Park Development Fund	972,000
Sedgebrook SSA Fund	1,298,220
Traffic Signal SSA Fund	5,370
General Capital Fund	1,980,320

All persons interested may appear and be heard relative to the Annual Appropriation Ordinance and each person shall have the opportunity to ask questions concerning the entire appropriations of the Village.

The Corporate Authorities reserve the right to continue their hearing from time to time as may be required without further notice.

The proposed Annual Appropriation Ordinance shall be on file in the Village Clerk's office at least ten days prior to February 12, 2018 and is available for public inspection and examination during regular business hours.

/s/ Barbara Moslandrea

Village Clerk
Village of Lincolnshire
Lake County, Illinois

Published in Daily Herald January 30, 2018 (4492156)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Daily Herald

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin, Antioch, Arlington Heights, Aurora, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Campton Hills, Carpentersville, Cary, Deer Park, Des Plaines, South Elgin, East Dundee, Elburn, Elgin, Elk Grove Village, Fox Lake, Fox River Grove, Geneva, Gilberts, Grayslake, Green Oaks, Gurnee, Hainesville, Hampshire, Hanover Park, Hawthorn Woods, Hoffman Estates, Huntley, Inverness, Island Lake, Kildeer, Lake Villa, Lake in the Hills, Lake Zurich, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Mt. Prospect, Mundelein, Palatine, Prospect Heights, Rolling Meadows, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake park, Schaumburg, Sleepy Hollow, St. Charles, Streamwood, Tower Lakes, Vernon Hills, Volo, Wauconda, Wheeling, West Dundee, Wildwood, Sugar Grove, North Aurora

County(ies) of Cook, Kane, Lake, McHenry

and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the **DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published January 30, 2018 in said **DAILY HERALD**.

IN WITNESS WHEREOF, the undersigned, the said **PADDOCK PUBLICATIONS, Inc.**, has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

PADDOCK PUBLICATIONS, INC.
DAILY HERALD NEWSPAPERS

BY Paula Baltz
Authorized Agent

Control # **4492156**

VILLAGE OF LINCOLNSHIRE

ORDINANCE NO. 18-xxx

ANNUAL APPROPRIATION ORDINANCE

**AN ORDINANCE MAKING APPROPRIATIONS OF SUMS OF MONEY
FOR ALL THE NECESSARY EXPENDITURES OF THE
VILLAGE OF LINCOLNSHIRE
FOR ALL CORPORATE AND SPECIAL PURPOSES
FOR THE FISCAL YEAR
BEGINNING JANUARY 1, 2018 AND ENDING DECEMBER 31, 2018**

Published in Pamphlet Form , January 29, 2018

VILLAGE OF LINCOLNSHIRE

ORDINANCE NO. 18-xxx

ANNUAL APPROPRIATION ORDINANCE
AN ORDINANCE MAKING APPROPRIATIONS OF SUMS OF MONEY
FOR ALL THE NECESSARY EXPENDITURES OF THE
VILLAGE OF LINCOLNSHIRE
FOR ALL CORPORATE AND SPECIAL PURPOSES FOR THE FISCAL YEAR
BEGINNING JANUARY 1, 2018 AND ENDING DECEMBER 31, 2018

WHEREAS, a proposed Appropriation Ordinance for the Village of Lincolnshire, Lake County, Illinois for the fiscal year ending December 31, 2018, upon which this Appropriation Ordinance is based, was heretofore duly prepared and has been made conveniently available for public inspection by the Corporate Authorities of this municipality for at least ten days prior to the public hearing hereinafter mentioned and prior to adoption of this ordinance; and

WHEREAS, a public hearing was duly held February 12, 2017 in this municipality on said proposed ordinance prior to the adoption hereof and notice by publication of the time and place of the holding of said public hearing and of the place where copies of the proposed Appropriation Ordinance would be accessible for examination, was given at least ten days prior to the hearing thereof in the [Daily Herald](#);

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

Section 1. Finding Facts. The Corporate Authorities of this municipality hereby find as facts all of the matters hereinabove recited in the “**WHEREAS**” clauses hereof.

Section 2. General Corporate Appropriations. The following sums of money, or as much thereof as may be authorized by law, are hereby appropriated for the general purposes of the Village of Lincolnshire, Illinois, herein specified for the fiscal year commencing on January 1, 2018 and ending December 31, 2018:

GENERAL CORPORATE FUND:

ADMINISTRATION	279,950
FINANCE	303,420
POLICE	1,889,860
COMMUNITY & ECONOMIC DEVELOPMENT	1,072,820
INSURANCE & COMMON	1,703,620
PUBLIC WORKS: ADMINISTRATION	238,380
STREETS	1,290,880
PARKS & OPEN SPACES	1,417,490
BUILDINGS & GROUNDS	144,430

DEBT & TRANSFERS	<u>1,870,000</u>
TOTAL GENERAL FUND APPROPRIATION	\$10,210,850

SECTION 3: That there be appropriated for Police Protection Services:

POLICE PROTECTION

01-05-60-1000 Regular Salaries	2,737,680
--------------------------------	-----------

SECTION 4: That there be appropriated for Police Protection Services:

IMRF CONTRIBUTIONS

01-01-70-9101 IMRF Contrib. Exp: Gen- Admin	35,130
01-02-70-9101 IMRF Contrib. Exp: Gen- Finance	40,180
01-05-70-9101 IMRF Contrib. Exp: Gen- Police	64,420
01-08-70-9101 IMRF Contrib. Exp: Gen- CED	55,850
01-20-70-9101 IMRF Contrib. Exp: Gen- PW Admin	27,310
01-21-70-9101 IMRF Contrib. Exp: Gen- PW Streets	73,060
01-22-70-9101 IMRF Contrib. Exp: Gen- PW Parks Open Space	<u>70,630</u>
TOTAL IMRF CONTRIBUTION APPROPRIATION	\$366,580

SECTION 5: That there be appropriated for Police Protection Services:

FICA EXPENSE

01-01-70-9200 FICA Expense: Gen- Admin	18,210
01-02-70-9200 FICA Expense: Gen- Finance	20,820
01-05-70-9200 FICA Expense: Gen- Police	69,880
01-08-70-9200 FICA Expense: Gen- CED	32,070
01-20-70-9200 FICA Expense: Gen- PW Admin	14,160
01-21-70-9200 FICA Expense: Gen- PW Streets	37,870
01-22-70-9200 FICA Expense: Gen- PW Parks Open Space	<u>42,080</u>
TOTAL FICA EXPENSE APPROPRIATION	\$235,090

SECTION 6: That there be appropriated from the Water and Sewer Fund:

WATER & SEWER OPERATIONS FUND

Water & Sewer Expenditures	<u>5,043,500</u>
TOTAL WATER & SEWER FUND APPROPRIATION	\$5,043,500

SECTION 7: That there be appropriated from the Motor Fuel Tax Fund:

MOTOR FUEL TAX FUND

03-01-80-5009 Infra- Road Resurfacing	<u>192,500</u>
TOTAL MFT APPROPRIATION	\$192,500

SECTION 8: That there be appropriated from the Police Pension Fund:

POLICE PENSION FUND

Police Pension Expenditures	1,320,000
TOTAL POLICE PENSION APPROPRIATION	\$1,320,000

SECTION 9: That there be appropriated from the Water and Sewer Improvements Fund:

WATER & SEWER IMPROVEMENTS

W&S Improvement Expenditures	2,007,000
TOTAL W&S IMPROVEMENTS APPROPRIATION	\$2,007,000

SECTION 10: That there be appropriated from the Fraud, Alcohol, Drug Enforcement Fund:

FRAUD, ALCOHOL, DRUG ENFORCEMENT FUND

Fraud, Alcohol, Drug Enforcement Expenditures	66,690
TOTAL FRAUD, ALCOHOL, DRUG ENFORCE APPROPRIATION	\$66,690

SECTION 11: That there be appropriated from the Vehicle Maintenance Fund:

VEHICLE MAINTENANCE FUND

Vehicle Maintenance Fund Expenditures	524,480
TOTAL VEHICLE MAINT FUND	\$524,480

SECTION 12: That there be appropriated from the E911 Fund:

E911 FUND

E911 Expenditures	339,680
TOTAL E911 FUND APPROPRIATION	\$339,680

SECTION 13: That there be appropriated from the Park Development Funds:

PARK DEVELOPMENT FUND

Park Development Expenditures	972,000
TOTAL SSA 2 PARK DEVELOPMENT FUND APPROPRIATION	\$972,000

SECTION 14: That there be appropriated from the Sedgebrook SSA Fund:

SEDGEBROOK SSA FUND

20-01-61-4000 Professional Services	19,470
20-01-64-7100 Bond Payment	1,278,750
TOTAL SEDGEBROOK SSA APPROPRIATION	\$1,298,220

SECTION 15: That there be appropriated from the Traffic Signal SSA Fund:

SSA 2 TRAFFIC SIGNAL FUND

21-01-61-9066 Contract Svc- Signal Maint	5,370
TOTAL SSA 2 TRAFFIC SIGNAL FUND APPROPRIATION	\$5,370

SECTION 16: That there be appropriated from the General Capital Fund:

GENERAL CAPITAL FUND

General Capital Expenditures	1,980,320
TOTAL GENERAL CAPITAL FUND	\$1,980,320

SECTION 17: Summary of Appropriation. That the following is a summary of the appropriation hereinbefore provided for:

General Corporate Fund	10,210,850
Police Protection Services	2,737,680
IMRF Contribution Expenses	366,580
FICA Expenses	235,090
Water And Sewer Operations Fund	5,043,500
Motor Fuel Tax Fund	192,500
Police Pension Fund	1,320,000
Water And Sewer Improvements Fund	2,007,000
Fraud, Alcohol, Drug Fund	66,690
Vehicle Maintenance Fund	524,480
E911 Fund	339,680
Park Development	972,000
Sedgebrook SSA Fund	1,298,220
Traffic Signal SSA Fund	5,370
General Capital Fund	1,980,320
TOTAL APPROPRIATION	\$27,299,960

SECTION 18:

That all the unexpended balances of any item made in this Ordinance be expended in making up any insufficiency in any item or items in the same general appropriation and for the same general purpose or in any like appropriation made by this Ordinance.

SECTION 19:

That all unexpended balances of annual appropriations from previous years are hereby re-appropriated.

SECTION 20:

This Appropriation Ordinance is adopted pursuant to procedure set forth in the Illinois Municipal Code: provided, however, any limitations in the Illinois Municipal code in

conflict with the provisions of this Ordinance shall not be applicable to this Ordinance pursuant to Section 6 of Article V11 of the Constitution of the State of Illinois. This Ordinance is enacted pursuant to the Home Rule Powers of the Village of Lincolnshire.

SECTION 21:

That this Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

PASSED by the Board of Trustees of the Village of Lincolnshire on this __ day of _____, 2018 by a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by the Mayor of the Village of Lincolnshire on this __ day of _____, 2018.

Elizabeth J. Brandt, Mayor

ATTEST:

Barbara Mastandrea, Village Clerk

REQUEST FOR BOARD ACTION
COMMITTEE OF THE WHOLE MEETING
February 12, 2018

Subject: Text Amendments to Lincolnshire Village Code & Village of Lincolnshire Purchasing Policy

Action Requested: 3.22 Consideration of an Ordinance Amending Title 1 (Administration), Chapter 8 (Village Finances), Article E of the Lincolnshire Village Code Regarding Bidding Procedures and Awarding of Contracts (Village of Lincolnshire)

3.22 Consideration of Adoption of Village of Lincolnshire Procurement Policy (Village of Lincolnshire)

Originated By/Contact: Brad Burke, Village Manager

Referred To: Village Board

Summary/Background:

In the fall of 2017, with the approval of Public Act 100-0338, the State legislature updated the Illinois Municipal Code to increase the dollar amount for when municipalities are required to competitively bid any public project. With Public Act 100-0338, the State increased the amount from \$20,000 to \$25,000. Title 1, Chapter 8 of the Lincolnshire Village Code details the rules and regulation regarding bidding processes and awarding of contracts. The current provisions in this section of the Village Code reflect the \$20,000 threshold. Staff recommends updating the Village Code to increase the limit to the new statutory limit of \$25,000.

Additionally, staff has updated the Village of Lincolnshire Procurement Policy to reflect the increased amount required for competitive bidding. The proposed Procurement Policy has also been updated to reflect internal procedures developed as a result of the deployment of the new enterprise software system. The policy for all purchases can be found below:

- Department Managers have the authority to approve all purchases below \$1,000. Department Managers also have the ability to develop their own internal Departmental policies and procedures regarding such purchases.
- Currently, Village Manager approval is required for all purchases greater than \$1,000 but less than \$20,000. Proposed policy would raise this limit to \$25,000.
- All purchases in excess of \$25,000 would have to be competitively sourced and require Village Board approval.

Village Board consideration of the proposed Procurement Policy is also requested.

Village staff will be in attendance at Monday's meeting to answer any questions of the Village Board regarding these proposed ordinance changes.

Recommendation:

Consideration and discussion of proposed ordinance amending Chapter 1 of Title 8 of the Lincolnshire Village Code to update the Village's Bidding Procedures and Awarding of Contracts and proposed Village of Lincolnshire Procurement Policy and direct placement on the February 26, 2018 Consent Agenda.

Reports and Documents Attached:

- Proposed Ordinance Amending Title 1 (Administration), Chapter 16 of the Lincolnshire Village code Regarding the State Officials and Employees Ethics Act (Village of Lincolnshire).

Meeting History	
Initial Referral to Village Board (COW):	February 12, 2018

VILLAGE OF LINCOLNSHIRE

ORDINANCE NO. _____

**AN ORDINANCE AMENDING
TITLE 1 (Administration), CHAPTER 8 (Finances),
ARTICLE E (Bidding Procedures and Awarding Contracts)
OF THE VILLAGE OF LINCOLNSHIRE MUNICIPAL CODE**

WHEREAS, the Village of Lincolnshire, an Illinois home rule municipal corporation, has the authority to adopt ordinances and promulgate rules and regulations that pertain to its government and affairs; and

WHEREAS, the Village hereby finds that it is in the best interest of the Village and the public to amend its Village Code to promote the health, safety and welfare of the Village; and

WHEREAS, State of Illinois Public Act 100-0339 changed the Illinois Municipal Code to increase the threshold for public improvement expenses that triggers competitive bidding from \$20,000 to \$25,000; and

WHEREAS, the Village of Lincolnshire's current limits requiring competitive bidding are set at \$20,000, and the Village Board desires to increase the limit to mirror State law; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village Of Lincolnshire, Lake County, Illinois, in exercise of its home rule powers, as follows:

SECTION 1. RECITALS. The foregoing recitals represent the purpose and intent of this Ordinance and as such shall be incorporated as though fully set forth herein. In the event of any ambiguity or invalidity regarding the enforcement of this ordinance it is

the intent of the corporate authorities that this ordinance be liberally construed or reformed to accomplish the purpose and intent so described.

SECTION 2. AMENDMENTS.

A. Title 1 (Administration), Chapter 8 (Village Finances) of the Village of Lincolnshire Municipal Code is hereby amended as set forth below

1. Sections 1-8E-2 and 1-8E-9 are hereby amended by revising or adding the following definitions (Additions are described with **underline font** and deletions are shown as **strikeout**):

1-8E-2: FORMAL CONTRACT⁴:

All work or other public improvement which is not to be paid for in whole or in part by special assessment, except as otherwise provided herein, when the estimated cost thereof shall exceed twenty-**five** thousand dollars (**\$25,000.00** ~~\$20,000.00~~), shall be purchased by formal, written contract from the lowest responsible bidder, after due notice inviting bids, unless competitive bidding is waived by a vote of two-thirds (2/3) of all Trustees then holding office.

All purchases of, and contracts for supplies, materials and services, except as otherwise provided herein, when the estimated cost thereof shall exceed twenty-**five** thousand dollars (**\$25,000.00** ~~\$20,000.00~~) shall be purchased by formal written contract from the lowest responsible bidder, after due notice inviting bids, unless competitive bidding is waived by a vote of two-thirds (2/3) of the Trustees then holding office. (Ord. 84-799-13; and Ord. 86-895-32; Ord. 89-1112-79)(Amd. Ord. 08-3071-54, eff. 12/8/08)

⁴ See also Section 1-8-4 of this Village Code

1-8E-9: OPEN MARKET PROCEDURE:

All work and purchases of supplies, materials and services of less than the estimated value of twenty-**five** thousand dollars (**\$25,000.00** ~~\$20,000.00~~) shall be made in the openmarket, without newspaper

advertisement and without observing the procedure prescribed by this Chapter for the award of formal contracts. When making such open market purchases, and where practicable, the Village must solicit the advertised prices of at least three (3) vendors of work, supplies, materials or services, as the case may be, before entering into a purchase agreement. The Village Board must consider all offers solicited before entering into a purchase agreement. The following factors may be considered in deciding among the offers: (1) the price of the goods or services offered, (2) the quality of the goods or services offered, (3) the degree to which the goods or services specifically satisfy Village needs, (4) any experience the Village has with the specified vendor, (5) any applicable warranties, and (6) any other factors the Village Board considers beneficial or detrimental to the Village. (Ord. 89-1112-79) (Amd. Ord. 08-3071-54, eff. 12/8/08) All bulk purchases of gasoline required for the Village gasoline storage tank located at the public works facility shall be made using the open market procedure without newspaper advertisement and without observing the procedure prescribed by this Chapter for the award of formal contracts, provided that each purchase does not exceed ten thousand (10,000) gallons and provided that competitive price quotations are obtained for each purchase. These purchases shall be made by the Director of Public Works with the prior approval of the Village Manager. (Ord. 65-643-27)

SECTION 3. SEVERABILITY. In the event any of the regulations hereby adopted, or any application thereof, is found to be invalid or unenforceable, notwithstanding Section 1 of this Ordinance, it is the intent of the Corporate Authorities for such provision or application to be severable from the remaining provisions and applications of such regulations, and such finding shall not diminish or avoid the effectiveness of the remaining provisions or applications.

SECTION 6. EFFECTIVE DATE. The regulations adopted by this Ordinance shall become effective in the manner provided by law.

SO ORDAINED this ____ Day of _____, 2018, at Lincolnshire, Lake County, Illinois.

AYES:

NAYS:
ABSENT:

APPROVED:

Elizabeth J. Brandt, Mayor

DATE: February 12, 2018

ATTEST:

Barbara Mastandrea, Village Clerk

4824-2099-8492, v. 2

DRAFT



PROCUREMENT POLICY

Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069
www.lincolnshireil.gov

Adopted: XXX, XX, 2018

This policy is intended as a general reference and will be revised as policies and procedures require revisions or clarification.

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PURCHASING AUTHORITY SUMMARY	
Purchasing Authority Derived from Approved Budget	
Informal Buying	
Day to Day Purchases ≤ \$1,000	Department Manager sets policy and is responsible for approval. Most economical purchase should be sought.
Public Improvement Projects, Services and Supplies Greater than \$1,000 to \$24,999**	
≥\$1,000 to \$5,000	Three Informal Quotes & Village Manager Approval Required (Informal quotes: verbal, catalog, internet pricing.)
\$5,001 to \$24,999	Three Formal Written Quotes & Village Manager Approval Required
Public Improvement Projects, Services and Supplies - Greater \$24,999**	
Greater than \$25,000	Formal Bidding (newspaper notice at least 15 days) and Village Board Approval Required
Contracts	
≥ \$1,000	Village Manager Approval and Signature Required
< \$1,000	Department Manager May Approve and Sign
Change Orders / Contract Modifications	
No More than 5% of Total Contract Up to \$1,000	Department Manager May Approve
No More than 5% of Total Contract Up to \$10,000	Village Manager Approval Required
More than 50% of any contract or any material subcontract	Change order must be competitively bid

****Expenditures for payments/purchases over \$1,000 related to existing contracts, Village ordinance, or intergovernmental agreement do not require quotations. (Types of expenditures not requiring quotations include: reimbursement for sales tax sharing agreements, liability accounts, service contracts such as refuse hauler, utility service.)**

SECTION 1: GENERAL PROVISIONS

A. Purpose:

This manual establishes specific orderly procurement policies and procedures to guide authorized Village of Lincolnshire personnel in the procurement of construction, repair, and maintenance projects, supplies and services in accordance with the requirements of state law and the Lincolnshire Village Code, including Title 1 Administration of the Village Code relating to Mayor & Board of Trustees duties; Village Officers & Employees; Village Departments; and Village Finances.

The basic goals of the Village of Lincolnshire procurement program are:

1. To comply with legal requirements of public procurement and purchasing.
2. To assure impartial and equal treatment is afforded to all vendors who wish to do business with the Village of Lincolnshire.
3. To receive maximum value for each dollar spent by awarding purchases to the lowest responsible bidder, taking into consideration quality, performance, technical support, delivery schedule, past performance and other relevant factors.
4. To provide the Village of Lincolnshire with required goods, equipment and services at the time and place needed and in the proper quantity and quality.
5. To promote good and effective vendor relations, cultivated by informed and fair buying practices and strict maintenance of ethical standards.

B. Scope:

This purchasing manual governs all procurements for the Village of Lincolnshire, except as otherwise provided by State law or the Lincolnshire Village Code. These procedures include: who is authorized to approve various procurements, flexible purchasing, open market purchasing, competitive bidding process, requests for proposals, qualification based selection, and the general requirements applicable to all purchases.

Except as otherwise expressly provided in this Manual, the general provisions shall apply to the bidding, award, and performance of all bids, proposals, and quotes solicited; all contracts entered into; and all purchases and procurements made pursuant to this Manual.

Any dollar amounts used in this Manual shall be gross (before the deduction for the value of any trade-in of Village property). The procedures in this Manual are segregated by the amount and the type of purchase.

This policy is **not** intended to provide third parties with any specific rights when transacting with the Village of Lincolnshire.

C. Vendor Responsibilities to Village of Lincolnshire

1. Understand the needs of the Village of Lincolnshire and try to find the right product at the right price, quality, and quantity that benefits the Village of Lincolnshire as a whole.
2. Conduct themselves in a professional and ethical manner: being honest about the supplies, services and products they represent and avoiding the appearance of impropriety.
3. Honor purchases generated as a result of providing price quotes on specified items and quantities.
4. Respond to Bids, Requests for Proposals, and Requests for Qualifications in a professional and ethical fashion. See Appendix A for causes for debarment from bidding.
5. Provide all documents required of them by the Village of Lincolnshire including but not limited to waivers of lien, insurance documents, W-9 form, bonds as required, and certified payroll as required.

D. Gifts and Favors

In accordance with Title 1, Chapter 16 of of the Lincolnshire Village Code, Village of Lincolnshire officers and employees shall not solicit, accept or agree to accept any gift of any kind from any person or business entity doing business or wishing to do business with the Village. A "gift" means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of an employee. Officers and Employees shall comply with the Illinois State Officials and Employees Ethics Act at all times.

E. Payment

The Village of Lincolnshire is bound by the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 *et seq.*) which states how payments are to be made pursuant under municipal contracts. It is important to note all contracts and agreements with Vendors reflect these particular payment terms.

F. Binding Effect:

No official or employee of the Village shall enter into or amend any contract, or make or cancel any purchase, to which this Manual applies except in strict accordance with the provisions of this Manual.

G. Purchasing Officer:

The Village Manager or his/her designee shall serve as the Village of Lincolnshire Purchasing Officer. The duties and responsibilities of the Purchasing Officer contained in this Manual are subject to the authority and direction of the Village Manager. The Village Manager & Purchasing Officer shall develop and maintain a workable system of centralized purchasing with the responsibility of ensuring the needs of the Village and its Departments are met through proper and cost effective

purchasing. The Village Manager & Purchasing Officer shall establish purchasing procedures in accordance with this Manual. The actual responsibility for the preparation of the annual budget rests with the Village Manager, Finance Director/Treasurer, and the individual Department Managers.

H. *Signing Contracts:*

Subject to budgetary constraints, contracts, accounts payable approval, or other documents committing the Village shall be signed as follows (electronic signature/approval is acceptable):

- Contracts of \$1,000 or more shall be submitted to the Village Manager for approval and signature as required under the procedures of Section 4 of this manual.
- Contracts below \$1,000 may be signed by a Department Managers and subsequently forwarded to the Village Manager's office for retention.

I. *Tax Exemption:*

Village purchases are exempt from State retail/occupation taxes by evidence of current tax exemption certificate. Village employees shall take the steps necessary to provide the tax exemption information to vendors so the Village is not charged for these taxes. Employees making a reimbursable purchase for the Village have the responsibility of providing the retail establishment a copy of the Illinois Department of Revenue Exemption Certificate to avoid being charged sales tax. Sales tax charged ***is not considered*** a reimbursable expense unless the amount is de minimus and approved by the Village Manager or Finance Director.

The Village is also permitted to provide its State Exemption Certificate to contractors performing public works projects so that the cost of supplies to be incorporated into the project will not include sales tax.

J. *Splitting Of Purchase or a Contract to Avoid Process:*

Splitting a foreseeable purchase or contract into smaller units or check requests for the purpose of avoiding any applicable process under this Manual is a violation of State law, the Lincolnshire Village Code, and Village of Lincolnshire policy. Such actions may result in discipline up to and including termination.

K. *Conflicts with other laws and requirements; gifts and grants:*

In the event of a conflict between this Manual and the requirements of any Federal law binding the Village, such Federal shall take precedence. In the event of a conflict between this manual and the State law requirements, this manual shall take precedence to the full extent of the Village's home rule power. To the extent permitted by law, this Manual shall not prevent the Village from complying with the terms and conditions of any grant, gift, agreement, or bequest.

L. Conflicts of Interest:

No employee, trustee, or appointed official, including the Village Manager, may be in any way interested directly or indirectly in his or her own name or the name of any other person, association, trust, or corporation, in any contract with, or the performance of any work for, the Village without disclosure. Such disclosure must be provided in writing and directed to the attention of the Village Manager. For the Village Manager, disclosure must be to the Mayor and Village Board of Trustees. All employees, elected and appointed officials, and any spouse of or immediate family member living with an employee, shall comply with Title 1, Chapter 16 of the Village Code, titled State Officials & Employees Ethics Act.

Elected officials must also comply with the Section 3.1-55-10 of the Illinois Municipal Code (Interest in contracts) and Section 3 of the Public Officers Prohibited Activities Act. Disclosure and recusal may not be sufficient to avoid a conflict under these laws, so consultation with the Village Attorney is advised.

M. Reservation of Rights:

The Village reserves the right to:

- accept the bid, proposal, or quote that is, in its judgment, the most favorable and advantageous to the interests of the Village and its residents;
- to accept any item of any bid, proposal, or quote;
- to reject any or all bids, proposals, or quotes;
- to accept and incorporate corrections, clarifications, or modifications following the opening of the bids, proposals, or quotes when to do so would not, in the Village's judgment, prejudice the bidding, proposal, or quoting process or create any improper advantage to any bidder, proposer, or quoter; and
- to waive irregularities and informalities in the bidding, proposal, or quoting process or in any bid, quote, or proposal submitted; provided, however, the waiver of any prior effect or informality shall not be considered a waiver of any future or similar defects or informalities, and bidders, proposer, and quoters should not rely upon, or anticipate, such waivers in submitting their bids, proposals, or quotes.

N. Accepting Single Quote Received:

When only one quote is submitted, that fact alone shall not prevent the Village from accepting that quote.

O. Department Manager Responsibility – W-9:

Department Managers or their designee must obtain a current Internal Revenue Service (IRS) W-9 Request for Taxpayer Identification Number and Certification from new vendors prior to completing a purchase or executing a contract and forward documentation to the Finance Department in accordance with the Village's Identity Protection Program.

P. Exceptions to Requirements:

Except when otherwise directed by the Village Manager or the Village Board, the procedures set forth in Sections 3, 4, 5, and 6 will not apply in the following circumstances, regardless of the amount of the expenditure:

Specially Authorized Waiver. Contracts for construction, repair, and maintenance projects, supplies or services authorized by two-thirds of the Village trustees may be awarded without engaging in the applicable procedures.

Professional Services. Contracts for professional services which require a high degree of professional skill where the ability or fitness of the individual plays an important part shall be awarded in conformance with the Request for Proposals and Qualification Based Selection Procedures set forth in Section 8.

Emergency Purchases. Procurements or contracts that are necessary in the case of accident, casualty or natural hazard or other circumstances creating an emergency where necessary to protect life, the public health and/or safety, and/or public property, may be entered into by the Village Manager, who shall follow the Procedures set forth in Section 3 when practicable. All emergency procurements and contracts involving expenditures of \$25,000 or more must be presented to the Village Board for ratification at the next scheduled Board meeting. Emergency change orders are subject to Section 2.

Sole Source Purchases. Contracts for construction, repair and maintenance projects, supplies or services that are produced or provided by only one supplier or vendor may be awarded without engaging in Informal Buying, Formal Buying or Formal Bidding. For this exception to apply, the following steps must be followed:

- (ii) The Department Manager or Village Manager, depending on the level of expenditure, shall specify such supplier's or vendor's make or brand in an invitation to bid, and shall attempt to obtain competitive bids from authorized dealers or distributors of such supplier or vendor and, if possible, directly from such supplier or vendor and the contract for the

construction, repair and maintenance projects, supplies or services shall be awarded to the lowest responsible bidder.

- (ii) If the Department Manager or Village Manager determines that there is only one supplier or vendor of the construction, repair, and maintenance projects, supplies or services the Village requires, the Department Manager or Village Manager is authorized to negotiate and to recommend to the Village Manager or Village Board, as applicable, a contract with such supplier to purchase the construction, repair, and maintenance projects, supplies or services, at prices or on terms most advantageous to the Village.
- (iii) In such a case, the Department Manager or Village Manager shall document the determination either electronically or in writing that such supplier is the sole source for such construction, repair, and maintenance projects, supplies or services. This documentation should be included when processing the required check request.

Special Village Requirements Purchases. Contracts for construction, repair, and maintenance projects, supplies or services that are produced or provided by only one supplier or vendor meeting special Village requirements may be awarded without engaging in Informal Buying, Formal Buying or Formal Bidding. (For example, contract for maintenance or repair of specialty pumps as part of the water system or for maintenance/support for existing software systems.) For this exception to apply, the following steps must followed:

- (ii) If the Department Manager or Village Manager determines there is only one supplier or vendor that can provide the construction, repair, and maintenance projects, supplies or services within the special parameters required by the Village or pursuant to an overall plan for procurement to achieve improved public service or long term operational efficiencies for the Village, the Department Managers or Village Manager is authorized to negotiate and to recommend to the Village Manager or Village Board, as applicable, a contract with such supplier to purchase the construction, repair, and maintenance projects, supplies or services, at prices or on terms most advantageous to the village.
- (ii) In such a case, the Department Manager or Village Manager shall make a written determination of the basis for the special Village parameters or overall plan for procurement to achieve improved public service or long term operational efficiencies for the Village and that such supplier is the sole source for such construction, repair, and maintenance projects, supplies or services.

Government Joint Purchases. Joint purchasing pursuant to Section 7 of this Manual.

Matching Funds. Where a condition of a grant or loan of funds to the Village requires the Village to provide Village funds as matching funds or for other purposes related to the grant or loan, the contract funded by the grant or loan must be approved pursuant to Section 3.

Trade or Professional Organizations, Lobbying Groups and Governmental Services. Membership in trade or professional organizations, lobbying groups and governmental services (e.g., the Northern Illinois Regional Crime Lab, Vernon Hills Dispatch Services) are not subject to the Informal Buying, Formal Buying or Formal Bidding Procedures.

SECTION 2: PURCHASING CYCLE

A. The Purchasing Cycle:

1. Recognize the need
2. Justify the need
3. Budget the funds
4. Initiate procurement for informal purchases or proceed in accordance with the applicable provisions of this Manual (See Summary Table on page 1)
 - i. Provide Notice of Prevailing Wage Act, as applicable. The Prevailing Wage Act applies to the first dollar spent on any project to which it applies.
5. Approval and execution of contract documents, when required
 - i. Acquire IRS Form W-9
6. Purchase the product or service
7. Receive the product or service
8. Inspect the product for any damaged or missing items
9. Enter **Check Request** and invoice for payment processing into the AP System, indicating applicable purchase authority
 - i. For public works contracts, match the payment request to the progress of the work and ensure delivery of certified payrolls as a condition of payment
10. Approve and Issue Payment

Many people become involved through the purchasing cycle. Any employee of the Village could be the one to recognize the need for a purchase. All Village employees should look upon themselves as Village purchasers. The Department Manager and his/her employees, the Village Manager/Purchasing Officer, the Finance Director, and the Village Board are all involved in the purchasing process. It takes teamwork for effective and efficient purchasing and evaluation of products or services.

B. Contracts and Purchase Approval:

Unless a purchase of materials, goods, supplies, or services will be documented by formal contract, written approval for purchase must be obtained in advance of procurement from the Village Manager for the following purchases:

- Any purchase in excess of \$1,000
- Any capital outlay item
- Any case where the vendor requires a purchase order

Contracts over \$1,000 should be in writing, and on forms approved by the Village Manager where possible; oral contracts for supplies are discouraged except in emergency situations. Oral contracts for public works are prohibited.

Requests to purchase materials, goods, supplies, or services over \$1,000 are to be forwarded to the Village Manager who may approve or disapprove the request. Requests to purchase materials, goods, supplies, or service less than \$1,000 are to be forwarded to the Department Manager who may approve or disapprove the request. If denied, the person initiating the request is to be notified as soon as possible with the reasons for disapproval. Some common reasons for disapproval would be:

- Purchase from an unauthorized source
- Purchase in excess of ordinance amount (\$25,000)
- Unbudgeted purchase with no authorization
- No funds available
- State Purchasing or other joint purchasing opportunities available
- Item already in stock/supply
- Purchase is not needed to address organizational demands

C. Change Orders and Contract Modifications:

Department Manager's Authority: Other than Construction - In procurements other than for construction, the Department Manager responsible for supervision of any contract shall have authority to authorize any change to such contract that, when added to all other changes to such contract would not exceed \$1,000 or increase the original contract price by more than 5%, whichever amount is less.

Village Manager's Authority. The Village Manager shall have authority to authorize any change to a contract that, when added to all other changes to the contract, would not increase the contract price as authorized by the Village Board by more than 10% or \$25,000, whichever amount is less.

Village Board's Authority. The Village Board shall have authority to authorize all other changes to contracts.

Necessary Finding. Any change to a contract that, when added to all other changes to the contract, increases or decreases (a) the original cost of the contract by \$10,000 or more, or (b) the time of completion of the contract by 30 days or more, shall not be approved without a written determination by the Village Manager and the Department Manager, that:

- (i) the circumstances said to necessitate the change were not reasonably foreseeable at the time the contract was signed; or
- (ii) the change is germane to original contract as signed; or

- (iii) the change is in the best interest of the Village.

Each such change order and each such written determination shall be in a form approved by the Village Manager and shall be preserved in the contract's file. 720 ILCS 5/33E-9.

D. Re-Bid Required:

Any change order to a public works contract that, when added to all other changes to the contract, increases the original price of the contract or any subcontract by 50% or more, shall require the portion covered by the change order to be resubmitted to bidding or quotes in the same manner as applicable to the original contract or subcontract. 50 ILCS 525/1 et seq. Re-bidding is also required in the event the anticipated re-bid contract amount is expected to exceed \$25,000.

E. Emergencies:

All emergency change orders must be presented to the Village Manager as soon as practical, and those requiring Village Board approval must be submitted to the Village Board for ratification at the next scheduled Village Board meeting.

F. Local Consideration:

Buying should be made through the vendor who offers the best usable product or service at the lowest price. With everything else being equal between two or more possible vendors, the most local vendor shall rate preference. It may be preferable to pay a slightly higher price from a local vendor if an item is to be picked up. Travel time must be considered in the total cost of the item. Traveling a distance for a lesser price may be more costly in the long run. Furthermore, accepting deliveries should be paramount over picking up where no delivery charges are involved and there is no immediate need for the item.

G. Receiving:

When receiving an item purchased, a receipt or packing slip should be obtained and paired up with the invoice once it is received and included as part of the Check Request. Invoices/Receipts are to be turned in to the Department Manager who is to assign appropriate account information to the Check Request backup information and promptly enter the documentation into the Accounts Payable software system related to that pay item. Receipts or packing slips **must** be turned in on all purchases once goods are received.

SECTION 3: FORMAL BUYING - NON-PUBLIC WORKS

The following outlines the Village's formal buying requirements and procedures for materials, goods, supplies or services. Unless a purchase of materials, goods, supplies, or services will be documented by a formal contract, formal buying always requires purchase approval from the Village Manager. Formal buying for materials, goods, supplies or services is broken down into three categories below. Formal buying requirements may not apply to the

contracts for professional services or the purchase of information technology systems and equipment:

A. Purchases in Excess of \$25,000:

All purchases made from one vendor for a particular item or like types of items exceeding a cost of \$25,000 must be accomplished through formal bidding procedures or by a bid waiver approved by the Village Board. This requirement shall also apply to multi-year contracts where the sum total of the anticipated purchase is expected to exceed \$25,000 over the life of the contract. If any doubt exists as to whether formal bidding is required, the Village Manager/Purchasing Officer shall be contacted before any purchase is initiated. Purchases shall not be split into smaller units or separate Check Requests for the purpose of avoiding the bidding process.

B. Purchases in Excess of \$5,000 but less than or equal to \$25,000:

Purchases in this category do not require the prior approval of the Village Board, but still fall under the category of formal buying. Formal bidding procedures are not required, but three (3) formal written quotations are required unless waived by the Village Manager. Approval of the Village Manager, by email or written signature, is required before such a purchase can be completed.

Requests for purchases in this category must be sent to the Village Manager/Purchasing Officer. As in the case of formal bidding, the purchase shall be made from the lowest responsible vendor. The requirement to purchase from the lowest responsible bidder may not apply to contracting for services requiring a high degree of professional skill where the ability or fitness of the individual plays an important part. A report on the results of a formal quotation and vendor award recommendation shall be forwarded to the Village Manager for approval. This report shall, at minimum, contain the following information: the process used for solicitation of quotes; the names and contact information of vendors solicited for quotes; the responses received from the vendors solicited for quotes; the grounds for selection of the vendor; and whether the vendor or staff member are aware of any conflicts of interest or reasons for debarment.

Emergency purchases under this category shall be handled by a memorandum to the Village Manager detailing the emergency and the necessary purchase.

C. Purchases In Excess Of \$1,000 But Less Than or Equal To \$5,000:

Purchases in this category do not require the prior approval of the Village Board but are still under the category of formal buying. Formal bidding or formal quotation procedures are not required. Three (3) informal quotations, such as website, verbal, or catalog pricing shall be obtained.

Requests for purchases in this category shall be directed to the Village Manager with a suggested vendor and appropriate supporting documentation to be included with the Check Request upon approval. Every effort should be taken to secure at least three informal quotations before deciding on a suggested vendor. These quotations may be

either written or verbal. The requesting Department should secure the quotations themselves but may request assistance securing the quotations.

In the event a Department Manager feels a purchase under this category should be made from one certain vendor rather than through an informal quotation, a recommendation to do so is to be emailed to the Village Manager. In most instances, the Village Manager shall accept the reasons of the Department Manager unless the Village Manager can demonstrate otherwise. The Village Manager shall provide an electronic response regarding whether or not the purchase is approved, and this documentation should be included with the Check Request.

Emergency purchases under this category shall be handled by a memorandum to the Village Manager detailing the emergency and the necessary purchase.

SECTION 4: INFORMAL BUYING - NON-PUBLIC WORKS

Informal buying can best be described as those day-to-day purchases needed to perform a job or service. Capital outlay purchases are not included under informal buying. Informal buying is typically limited to purchases of \$1,000 or less. Examples include:

- Hand tools
- Landscape and garden supplies
- Office supplies
- Tree maintenance materials
- Certain safety equipment
- Nuts, bolts, washers, wire, etc.
- Ammunition

Department Managers are responsible for purchases made under informal buying. They may delegate subordinates to make purchases but still bear the responsibility as the purchaser. Although informal buying may be done without quotes or formal prior approval from the Village Manager/Purchasing Manager, the responsibility still exists for making the most economical purchases and ensuring conformity to the budget. Items purchased via Informal Buying often are purchased prior to submittal of a Check Request. Supporting documentation must be provided with the submittal of the Check Request. Spot price checks and surveys should be made from time to time to ensure the price being paid is the best price available and the quality is first-rate for the job. The Village Manager/Purchasing Officer should be contacted for assistance and advice if needed on informal buying.

In addition to the informal buying detailed above, the following purchases/payments may also be made without proceeding through formal purchasing procedures. The list of these purchases are outlined in Section 1-8-4, Submission and Payment of Bills, of the Lincolnshire Village Code:

- a.) Utilities (Natural Gas, Electricity, Internet/Network Services, Telephone)
- b.) Postmaster for Postage

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- c.) Governmental Agencies
- d.) Long-Term Debt (Previously Approved by Village Board)
- e.) Refunds
- f.) Insurance Premiums
- g.) Fuel Invoices
- h.) Payroll Processing Services
- i.) Credit Card Payment/Processing Services
- j.) Illinois Municipal Retirement Fund/Social Security

SECTION 5: BIDDING PROVISIONS – PUBLIC WORKS

A. *Evaluation Criteria:*

These criteria may include, but are not limited to compliance of the bid with contract requirements, price, ability to do the work, bidders' facilities and equipment, the bidders' character, references and reputation, quality of work performed, bidders' default on other obligations to the Village, future maintenance availability, and any other criteria the Village believes, in its judgment, represents the best and most favorable to the interest of the Village and its public.

B. *Prevailing Wage Act:*

This Act requires prevailing wages be paid to all laborers, workers, and mechanics performing work under the contract. The most recent Village ordinance adopting prevailing wages shall be attached to the request for bids and these contracts, together with the Internet address for the Department of Labor webpage where prevailing wages are published. All contracts should include language (see attached) alerting the contractor of the need to follow Prevailing Wage requirements and placing responsibility on the contractor to determine applicability of prevailing wage laws for the type of work in which they are engaged.

C. *Insurance Requirements:*

Every contractor having any contract with the Village shall be required to maintain insurance coverage for the duration of their contract, and any warranty periods, equal to the requirements described in the Request for Bids. Insurance requirements shall be determined by the Village Manager, after consulting with the Finance Director, to be adequate to protect the interests of the Village. The contractor shall name the Village as an additional insured in language as specified by the Village's risk management administrator or Village Legal Counsel and shall furnish the Village with satisfactory evidence of said insurance. Such policies shall be in a form, and from companies, acceptable to the Village Manager. Such insurance shall provide that any change, modification in, or cancellation of any insurance shall not become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to the Village.

D. *Retention of Bids, Quotes, and Proposals:*

All bids, quotes, and proposals of vendors to whom a contract is awarded shall be retained for longer of: (i) the duration of the procurement, (ii) the life of any bond or

loan used to finance the project, and (iii) and the applicable statute of limitation for any claims. All documents should be saved to the Village's network location for document storage – THE VAULT for document retention purposes. All other bids, quotes, and proposals shall be retained for the longer of:

- a. At least three years following the end of the fiscal year in which received; or
- b. Completion of any construction involved in the procurement, except where otherwise provided by applicable law or policy of the Village

SECTION 6: THE FORMAL BIDDING PROCESS – PUBLIC WORKS

Having recognized the need for formal bidding, the following process shall be followed:

1. The requesting Department shall prepare or cause to be prepared the bidding and contract documents, including without limitation drawings and specifications, for the item or service to be let for bid along with a list of suggested bidders and submit them to the Village Manager/Purchasing Officer. The Village Manager/Purchasing Officer may assist the Department as needed or requested, but it is generally held the requesting Department has the best knowledge of what is needed. Specifications must not be developed in such a manner intended to specifically exclude a potential bidder on a technicality or developed in such a manner that only one bidder is possible. Specifications must be broad enough to invite competition but yet not be so loose as to invite a potentially unqualified bid on an item or service that is not desired or in the best interest of the Village. The requesting Department may receive assistance in designing drawings and technical specifications from architects, engineers or vendors without such assistance resulting in the disqualification of the person providing the assistance.
2. The requesting Department shall arrange the bidding and contract documents, including without limitation drawings and specifications, into proper format and prepare the other needed documents to complete the bid package on forms approved by the Village Manager. Required documents of a bidding package are, in the following order:
 - a. Invitation or Request for Sealed Proposals
 - b. Instructions to Bidders
 - c. Bid Proposal or Combined Contract/Proposal Form
 - d. Contract – Use Lincolnshire model contract document for professional services if applicable
 - e. Contractor's Certification Form
 - f. Drawings
 - g. Technical Specifications

- h. Current Prevailing Wage Ordinance and Wage Rates (for fixed works construction projects)
- i. Required documentation related to Identity Protection and Sexual Harassment

Other documents on forms approved by the Village Manager may be beneficial or required, such as Special Instruction to Bidders, Sworn Acknowledgements and Work History Statements, Requests for Additional Information, Notice of Award, Special Conditions and Bond Forms, may be logically interspersed within the foregoing required documents.

Requests for Proposals must include, but are not limited to:

- a. Type of Contract
 - b. Selection Criteria
 - c. References
 - d. Due date, time, place, hour
 - e. Detailed description of the service required
3. The requesting Department shall arrange for a bid opening date with the Village Manager/Purchasing Officer. The date must be at least fifteen (15) days from the published notification date. All formal bid openings are to be conducted publicly by the responsible Department Manager and Finance Director or his/her designee.
 4. The Village Manager/Purchasing Officer may assist the requesting Department in placing a legal notice concerning the bid in a local newspaper of general circulation at least fifteen (15) days prior to the bid opening.
 5. The requesting Department shall send bid invitation to all known responsible vendors on the bidders' list, if any, for the particular item or service as well as to any other prospective bidders. In the case where the bid package may be costly to reproduce, a charge for the package may be assessed.
 6. The Village Manager/Purchasing Officer may meet with the requesting Department to review the bids and mutually agree upon a recommended bidder. Only the criteria stated in the bid package may be used in determining the successful bidder. The bid award must be made to the lowest responsible bidder or as otherwise specified in the bidding package. The lowest responsible bidder is the bidder with the lowest price meeting the specifications and any other criteria that may be set forth within the bid documents. A bid award recommendation shall be prepared, and submitted to the Village Manager for the placement on the next Village Board Agenda for consideration.
 7. Following the awarding of a bid by the Village Board, the Village Manager/Purchasing Officer will assist the requesting Department to prepare and send a completed contract as the case may be to the successful bidder. If the bid was for several items, materials, or services to be purchased over a period of time,

the Village Manager and Purchasing Officer shall notify the successful bidder by letter with a copy to the Finance Director with the various delivery dates noted.

8. The cost for preparing any bid or proposal submitted to the Village shall be borne solely by the party submitting the bid or proposal. All bids or proposals received by the Village shall become the property of the Village and need not be returned to the party which submitted the bid or proposal.

Bids received by way of a facsimile machine or electronic mail are unacceptable. Bids received after the date and time specified in the invitation or request for proposals are to be returned unopened to the bidder with a cover letter stating the date and time the "Bid" was actually received.

SECTION 7: JOINT PURCHASING

Contracts for joint purchasing of construction, repair and maintenance projects, supplies or services with one or more governmental units shall conform to the requirements of applicable law, such as, without limitation, the Governmental Joint Purchasing Act, 30 ILCS 525/0.01 *et seq.*, and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.* Qualified joint purchasing contracts may include procurements made through the Northwest Municipal Conference (Suburban Purchasing Cooperative), the Illinois Park and Recreation Association Cooperative Purchasing Program, the State of Illinois Department of Central Management Services, the Municipal Partnering Initiative, Lake County Municipal League, County of Lake, National Joint Powers Alliance, and the federal General Services Administration. Care should be taken when procuring a public works contract through joint purchasing to ensure that the bid process and resulting contract requirements conform to State law.

Certain items are annually let for bids by the Procurement Division of the State of Illinois. Any unit of government in the State may avail themselves of these bid prices. State Purchasing can be best described as all the governmental bodies of the State of Illinois joining together for what is essentially a central purchasing system. Purchasing through State Purchasing satisfies the requirements by local ordinance or State Statute even though the purchases may be in excess of \$25,000. Some of the items that can be purchased through State Purchasing are:

- Bulk salt
- Air conditioners
- Vehicle batteries
- Automotive belts, hoses, filters, ignition system parts, spark plugs
- Brake fluid
- Communications equipment
- Copiers
- Office furniture
- Office supplies
- Radar units

- Strobe lights
- Tires and tubes
- Vehicles: auto, truck, police
- Water coolers
- Windshield wipers

The Village Manager/Purchasing Officer should always be consulted before entering into any purchase agreements for these items.

It is incumbent upon all Village employees to consider State Purchasing or other Joint Purchasing Opportunities before making any purchases. State Purchasing and other qualified Joint Purchasing programs not only satisfies the requirement for bidding but also satisfies the need for any quotations, saves shopping around, and generally saves money. Large savings can be realized without sacrificing quality through this mass purchasing technique. Therefore, State and Joint Purchasing must be a consideration.

Items in excess of \$25,000 purchased through the State still require approval by the Village Board. When items over \$25,000 are purchased through a State Purchasing vendor, the Village Manager/ or Department Manager shall submit a copy to the State of Illinois Procurement Division as may be required.

It may also be beneficial to the Village to enter into intergovernmental agreements with other units of local government in securing price quotations and in bid letting. Periodic checks of what others are paying can indicate whether the Village is receiving a good price. If a neighboring municipality is contemplating the bidding of a particular item or service which is also to be bid by the Village of Lincolnshire, the joining of the two or more municipalities could result in a lower price.

SECTION 8: REQUESTS FOR PROPOSALS (RFP) AND QUALIFICATION BASED SELECTION PROCEDURES

A. Department Recommendation:

Any contract for professional services, determined by a Department Manager or the Village Manager to require a high degree of professional skill where the ability or fitness of the individual plays an important part, may be awarded to the person or entity whose proposal for the services is most advantageous to the Village as determined by the Village Manager or the Village Board.

B. Solicitation and Submission of Proposals:

Proposals for such work may be solicited by a Department Manager or the Village Manager, depending on the level of expenditure, in the manner determined by the Department Manager or Village Manager to be efficient for the submission and review of such proposals.

C. Opening of Proposals:

The opening of proposals shall not be open to the public to avoid disclosure of confidential information to competing professionals or firms.

D. Evaluation

In making such determination, the Village Manager, Department Manager or designated Village employee shall consider any evaluation factors that have been established for the proposals. Firms should be ranked according to qualifications in a cost-blind manner. The Village will negotiate with the highest ranking firm unless a reasonable contract cannot be achieved, in which case the Village will move to the next highest ranked firm.

SECTION 9: VILLAGE CREDIT CARD AND ACCOUNTS

The Village credit card is to be used to purchase supplies, materials, conference registration, or other items in accordance with the Village of Lincolnshire's purchasing and travel policies. The credit card shall be used **ONLY** with the prior approval of the Village Manager or Finance Director. Credit cards shall be permitted for use in instances to make online purchases; to make purchases from vendors who are expected to be used for only one purchase; when a vendor will not invoice the Village; or when a conference registration cannot be completed by mail due to the timing of the checks being approved by the Board.

The liability of the card is with the Village; hence, the card should only be used for purchases required in the normal course of business. **CARD USERS CANNOT USE THE CREDIT CARD FOR PERSONAL PURCHASES WITH THE INTENT OF REIMBURSING THE VILLAGE AT A LATER DATE.**

When not in use, the card will be kept in a locked location by the Village Manager. Department Managers/Administrative Assistants must sign out the card for use. If the card is lost or stolen, the employee must immediately inform the Finance Director so the card can be cancelled and a new card issued.

The following is the procedure for use of the Village's credit card.

1. Before signing out and/or using the Village's credit card to make a purchase:
 - A. Prior approval must be obtained from the Department Manager before use.
 - B. The Department Manager must notify Administration Administrative Assistant by email of the use of the card. The subject line of the email authorization should state "AMEX CC Authorization." The email notification must include the reason for the purchase and the amount approved for purchase.
2. All itemized credit card receipts/charge slips should be coded by the Department Managers and turned into the Department Administrative Assistant as soon as possible. By approving the charge the Department Manager confirms the goods and

services purchased via credit card are in conformance with the budget, this policy and all other Village policies. The staff member making the purchase must provide to the department Administrative Assistant for entry into Accounts Payable system the following documentation:

- A. Copy of the receipt
- B. Copy of the approval email
- C. Account number to be charged

Failure to comply with these procedures may result revocation of use of credit card and disciplinary action up to an including termination. All Village credit accounts shall also be subject to the requirements of this Section.

Appendix A

Causes for Debarment

The Village Manager may debar a proposer, bidder, vendor, subcontractor, or supplier (collectively "Vendor") for the following:

- (1) Conviction of, or civil judgment for,
 - (a) Commission or attempted commission of fraud or a criminal offense in connection with (A) obtaining, (B) attempting to obtain, or (C) performing a private or public contract or subcontract.
 - (b) Violation or attempted violation of Federal or State statutes, or any other legally applicable law, regulation, or rule relating to the submission of bids, proposals, or claims;
 - (c) Commission or attempted commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; or
 - (d) Commission or attempted commission of any other offense, or engaging in or attempting to engage in conduct indicating a lack of truthfulness, veracity, or honesty which affects the responsibility of the Vendor.
- (2) Violation of the terms of a Village contract or subcontract so serious as to justify debarment, including but not limited to
 - (a) Willful failure to perform in accordance with the terms of one or more contracts or subcontracts;
 - (b) A history of failure to perform one or more contracts or subcontracts;
 - (c) A history of unsatisfactory performance of one or more contracts or subcontracts; or
 - (d) A history of failure to meet prevailing wage obligations, or any other contracting or subcontracting obligation imposed by the Lincolnshire Village Code or any other law.
- (3) Making or attempting or causing to be made or attempting to cause to be made any false, deceptive, or fraudulent material statement in any bid, proposal, or application for Village of Lincolnshire or any government work or in the performance of any such contract for the Village of Lincolnshire or a government agency, or application for any permit or license;
- (4) Refusal to cooperate with reasonable requests of Village of Lincolnshire inspectors, representatives, or other appropriate Village personnel with respect to work under contract provisions, plans, or specifications, or otherwise, pursuant to the duties of those Village personnel;
- (5) Founding, establishing or operating an entity in a manner designed to evade the application or defeat the purpose of these rules or any provision of the Lincolnshire Village Code, Village rule or regulation, the statutes, rules or regulations of the State of Illinois, Lake County, or any federal statute, rule or regulation, or any other legally applicable law, regulation, or rule;

- (6) Improper conduct, including but not limited to the commission or attempted commission of;
 - (a) intentional or negligent billing irregularities;
 - (b) submitting false or frivolous or exaggerated claims, documents, or records;
 - (c) falsification of claims, documents, or records;
 - (d) willful or grossly negligent destruction of documents or records the Vendor had an obligation to maintain;
 - (e) bribery or coercion of a government official, or other unlawful tampering with a government official;
 - (f) use of false or deceptive statements to obtain some benefit, or causing competition to be restrained or limited;
 - (g) misrepresentation to any governmental agency or government official;
 - (h) violation of ethical standards established by the Village of Lincolnshire, or other dishonesty incident to obtaining, prequalifying for, or performing any contract or modification thereof;
 - (i) violation of ethical standards established by the Village or other dishonesty or incident to applying, obtaining, qualifying for, or acquiring any Village of Lincolnshire certification, license, or permit;
- (7) Any other cause of so serious or compelling a nature that it affects the responsibility of the Vendor, including, but not limited to, those specifically enumerated in 65 ILCS 5/8-10-11.
- (8) Debarment by any other government agency.
- (9) To the extent not otherwise covered above, a conviction under Section 33E-3 or 33E-4 of the Illinois Criminal Code, 720 ILCS 5/33E-3 or 33E-4, or any other statute which results in the automatic disqualification from contracting with a local government.

REQUEST FOR BOARD ACTION
COMMITTEE OF THE WHOLE MEETING
February 12, 2018

Subject: Text Amendments to Lincolnshire Village Code

Action Requested: Consideration of an Ordinance Amending Title 1 (Administration), Chapter 16 of the Lincolnshire Village Code Regarding the State Officials and Employee Ethics Act (Village of Lincolnshire)

Originated By/Contact: Brad Burke, Village Manager

Referred To: Village Board

Summary/Background:

In 2016, an ethics complaint was filed against the Village pursuant to the Village's ethic ordinance found in Chapter 16 of Tile 1 of the Lincolnshire Village Code. The 2016 ethics complaints was determined to be unfounded. However, in the process of reviewing and responding to the complaint, the Village's Prosecuting Attorney raised several concern regarding the ordinance and recommended they be addressed. Under the current code provisions, all ethics complaints are to be filed with the Village Prosecutor. However, this raises a concern in the event an ethic complaint is actually determined to be valid. If this happens, the Village Prosecutor may then be called upon to represent the Village in court proceeding based upon a finding he or she has made.

Given this concern, as well as concerns regarding the timing for responding to any ethic complaint, staff requested Village Attorney Simon review the current provisions in the code and recommend any changed or updates. The attached ordinance reflects the recommended changes to be made to the State Officials and Employees Ethics Act provisions in the Lincolnshire Village Code.

Major changes to the provisions in this section of the code include:

- Adding several new definitions to the code including definitions for: Campaign for Elective Office, Candidate, Collective Bargaining, Compensated Time, Compensatory time Off, Contribution, Leave of Absence, and Political Organization
- Clarifications pertaining to restrictions on when officers and employees are permitted to participate in Political Prohibited Activity.
- Clarify that complaints regarding violations of the ethics ordinance should be filed with the Village Attorney and not the Village Prosecutor and reflect the Village Attorney's roles/responsibilities in processing such complaints.

Village staff and Attorney Simon will be in attendance at Monday's meeting to answer any questions of the Village Board regarding these proposed ordinance changes.

Recommendation:

Consideration and discussion of proposed ordinance amending Chapter 1 of Title 16 of the Lincolnshire Village Code to update the State Officials and Employees Ethics Act and direct placement on the February 26, 2018 Consent Agenda.

Reports and Documents Attached:

- Proposed Ordinance Amending Title 1 (Administration), Chapter 16 of the Lincolnshire Village code Regarding the State Officials and Employees Ethics Act (Village of Lincolnshire).

Meeting History	
Initial Referral to Village Board (COW):	February 12, 2018

VILLAGE OF LINCOLNSHIRE

ORDINANCE NO. 17-

**AN ORDINANCE AMENDING TITLE 1, CHAPTER 16
OF THE LINCOLNSHIRE VILLAGE CODE REGARDING THE STATE OFFICIALS
AND EMPLOYEE ETHICS ACT**

WHEREAS, the Village of Lincolnshire (the “Village”), is an Illinois home rule municipal corporation organized and operating pursuant to Article VII of the Illinois Constitution of 1970; and

WHEREAS, pursuant to Section 70-5 of the State Officials and Employees Ethics Act (5 ILCS 430/70-5), the Village has adopted regulations for the political activities of officers and employees of the Village, and the soliciting and accepting of gifts by and the offering and making of gifts to officers and employees of the Village; and

WHEREAS, the Mayor and the Board of Trustees of the Village have determined that it is in the best interests of the Village to amend these regulations to include additional definitions and to clarify the procedure for handling complaints alleging violations of these regulations.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lincolnshire, in exercise of its home rule authority, as follows:

SECTION 1. RECITALS. The foregoing recitals represent the purpose and intent of this Ordinance and as such shall be incorporated as though fully set forth herein. In the event of any ambiguity or invalidity regarding the enforcement of this ordinance it is the intent of the corporate authorities that this ordinance be liberally construed or reformed to accomplish the purpose and intent so described

SECTION 2. AMENDMENT TO SECTION 1-16-1. Section 1-16-1 of the Lincolnshire Village Code is hereby amended as follows (~~stricken text removed~~, **bold and underlined text added**):

1-16-1: INCORPORATION OF STATE LAW:

- A. The provisions of Sections 1-5 (5 ILCS 430/1-5)(definitions) and 5-15 (5 ILCS 430/5-15)(prohibited political activities) and Article 10 (5/ILCS 430/1010 through10-40)(gift ban) of the State Officials and Employees Ethics Act, 5 ILCS 430/1-1 et seq., (hereinafter referred to as the “Act”) are hereby adopted by reference and made applicable to the officers and employees of this governmental entity to the extent required by 5 ILCS 430/70-5.
- B. Not in limitation of the foregoing, but for the purpose of expressing the scope of this Chapter, the following terms have the definitions ascribed to them.

CAMPAIGN FOR ELECTIVE OFFICE: any activity in furtherance of an effort to influence the selection, nomination, election, or appointment of any individual to any federal, State, or local public office or office in a political organization, or the selection, nomination, or election of Presidential or Vice-Presidential electors, but does not include activities (i) relating to the support or opposition of any executive, legislative, or administrative action (as those terms are defined in Section 2 of the Lobbyist Registration Act), (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official Village duties.

CANDIDATE: a person who has filed nominating papers or petitions for nomination or election to an elected office, or who has been appointed to fill a vacancy in nomination, and who remains eligible for placement on the ballot at either a general primary election or general election.

COLLECTIVE BARGAINING: has the same meaning as that term is defined in Section 3 of the Illinois Public Labor Relations Act, including the bargaining over terms and conditions of employment, including hours, wages, and other conditions of employment.

COMPENSATED TIME: any time worked by or credited to a Village employee that counts toward any minimum work time requirement imposed as a condition of employment with the Village, but does not include any designated holidays or any period when the employee is

on a leave of absence. With respect to officers and employees whose hours are not fixed, “compensated time” includes any period of time when the officer is on premises under the control of the Village and other time when the officer or employee is executing his or her official duties, regardless of location.

COMPENSATORY TIME OFF: any authorized time off earned by or awarded to an employee to compensate in whole or in part for time worked in excess of the minimum work time required of that employee as a condition of his or her employment.

CONTRIBUTION: has the same meaning as that term is defined in Section 9-1.4 of the Election Code, including but not limited to a gift, subscription, donation, dues, loan, advance, deposit of money, or anything of value that constitutes an electioneering communication made or received in concert or cooperation with or at the request, suggestion, or knowledge of a candidate, a political committee, or any of their agents.

EMPLOYEE: 1. Any person employed by the Village, whether full-time, part-time, or pursuant to a contract and whose employment duties are subject to the direction and control of the Village ~~an employer~~ with regard to the material details of how the work is to be performed or 2. Any appointee.

GIFT: Any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of an employee, member, or officer.

LEAVE OF ABSENCE: any period during which a Village employee does not receive (i) compensation for employment, (ii) service credit towards pension benefits, and (iii) health insurance benefits paid for by the Village.

OFFICER: An elected or appointed official of the Village; regardless of whether the official is compensated.

POLITICAL: any activity in support of or in connection with any campaign for elective office or any political organization, but does not include activities (i) relating to the support or opposition of any executive, legislative, or administrative action (as those terms are defined in Section 2 of the Lobbyist Registration Act), (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official duties or governmental and public service functions.

POLITICAL ORGANIZATION: a party, committee, association, fund, or other organization (whether or not incorporated) that is required to file a statement of organization with the State Board of Elections or a county clerk under Section 9-3 of the Election Code, but only with regard to those activities that require filing with the State Board of Elections or a county clerk.

PROHIBITED SOURCE: Any person or entity who:

1. Is seeking official action –
 - a. By the member or officer or
 - b. In the case of an employee, by the employee or by the member, officer or other employee directing the employee;
2. Does business or seeks to do business -
 - a. With the member or officer or
 - b. In the case of an employee, with the employee or with the member, officer or other employee directing the employee;
3. Conducts activities regulated –
 - a. By the member or officer or
 - b. In the case of an employee, by the employee or by the member, officer or other employee directing the employee;
4. Has interests that may be substantially affected by the performance or non-performance of the official duties of the officer or employee; or
5. is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act, except that an entity not otherwise a prohibited source does not become a prohibited source merely because a registered lobbyist is one of its members or serves on its board of directors.

PROHIBITED POLITICAL ACTIVITY:

1. Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
2. Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fundraiser, political meeting, or other political event.

3. Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
4. Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
5. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
6. Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question.
7. Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
8. Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.
9. Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
10. Preparing or reviewing responses to candidate questionnaires in connection with a campaign for elective office or on behalf of a political organization for political purposes.
11. Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
12. Campaigning for any elective office or for or against any referendum question.
13. Managing or working on a campaign for elective office or for or against any referendum question.
14. Serving as a delegate, alternate, or proxy to a political party convention.
15. Participating in any recount or challenge to the outcome of any election, except to the extent that under subsection (d) of Section 6 of Article IV

of the Illinois Constitution each house of the General Assembly shall judge the elections, returns, and qualifications of its members

SECTION 3. AMENDMENT TO SECTION 1-16-3. Section 1-16-3 of the Lincolnshire Village Code is hereby amended as follows (~~stricken text removed~~, **bold and underlined text added**):

- 1-16-3: ~~POLITICAL PROHIBITED ACTIVITIES: The participation in political activities prohibited under the Act by any officer or employee is hereby prohibited during any compensated time (other than vacation, personal, or compensatory time off). It is the intent of the Village that this Section be interpreted no more strictly or liberally than the corresponding provisions of the Act.~~
- A. **No officer or employee shall intentionally perform any prohibited political activity during any compensated time. No officer or employee shall intentionally use any property or resources of the Village in connection with any prohibited political activity.**
- B. **At no time shall any officer or employee intentionally require any other officer or employee to perform any prohibited political activity (i) as part of that employee's duties, (ii) as a condition of employment, or (iii) during any compensated time off.**
- C. **No officer or employee shall be required at any time to participate in any prohibited political activity in consideration for that officer or employee being awarded any additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment, or otherwise, nor shall any officer or employee be awarded additional compensation or any benefit in consideration for the officer's or employee's participation in any prohibited political activity.**
- D. **Nothing in this Section shall prohibit activities that are otherwise permissible for an officer or employee to engage in as a part of his or her official or employment duties or activities that are undertaken by an officer or employee on a voluntary basis as permitted by law.**

SECTION 4. AMENDMENT TO SECTION 1-16-4. Section 1-16-4 of the Lincolnshire Village Code is hereby amended as follows (~~stricken text removed~~, **bold and underlined text added**):

1-16-4: COMPLAINTS; PROCEDURE AND ADMINISTRATION:

- A. Complaints alleging a violation of this Ordinance shall be filed with the Village ~~Prosecutor~~**Attorney**.
- B. Within 3 business days after the receipt of a complaint, the Village ~~Prosecutor~~**Attorney** shall send by certified mail, return receipt requested, a notice to the respondent that a complaint has been filed against him or her and a copy of the complaint. The Village ~~Prosecutor~~**Attorney** shall send by certified mail, return receipt requested, a confirmation of the receipt of the complaint to the complainant within 3 business days after receipt by the Village ~~Prosecutor~~**Attorney**. ~~The notices to the respondent and the complainant shall also advise them of the date, time, and place of the meeting to determine the sufficiency of the complaint and to establish whether probable cause exists to proceed.~~
- C. ~~Upon not less than 48 hours' public notice, the~~ **The** Village ~~Prosecutor~~ **Attorney** shall review the sufficiency of the complaint and, if the complaint is deemed sufficient to allege a violation of this Ordinance, determine whether there is probable cause to proceed. The Village ~~Prosecutor~~**Attorney** shall issue notice to the complainant and the respondent of the Village ~~Prosecutor's~~**Attorney's** ruling on the sufficiency of the complaint and, if necessary, on probable cause to proceed within 10 business days after receiving the complaint.
- D. In the event the Village ~~Prosecutor~~**Attorney** finds the complaint to be sufficient and there is probable cause to proceed, the Village ~~Prosecutor~~**Attorney will refer the matter to the Village Prosecutor or the Lake County State's Attorney for prosecution.** ~~shall file a criminal or civil complaint, as applicable, in the Circuit Court of Lake County for the adjudication of the alleged charges.~~
- E. In lieu of or in addition to filing a complaint as provided for in paragraph D, the Village ~~Prosecutor~~**Attorney** may file with the respondent's supervisor a recommendation to issue any appropriate discipline up to and including discharge; provided the Village ~~Prosecutor~~**Attorney** may not recommend resignation or

removal of an elected officer. Any discipline provided for under this Chapter shall comply with any collective bargaining agreement applicable to the respondent.

- F. Special Rules for Elections: If a complaint is filed during the 60 days preceding the date of any election at which the respondent is a candidate, the Village ~~Prosecutor~~Attorney shall render its decision as required under subsection (C) within 7 days after the complaint is filed, and if during the 7 days preceding that election, the Village ~~Prosecutor~~Attorney shall render such decision before the date of that election, if possible.

SECTION 5. Every section and provision of this Ordinance shall be separable, and the invalidity of any portion of this Ordinance shall not affect the validity of any other portion of this Ordinance. All ordinances or parts of ordinances in conflict or inconsistent with any of the provisions of this Ordinance are hereby repealed.

SECTION 6. This Ordinance shall be in full force and effect after its passage, approval, and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2018, by the Corporate Authorities of the Village of Lincolnshire on a roll call vote as follows:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED

Elizabeth J. Brandt, Mayor

ATTEST:

Barbara Mastandrea, Village Clerk

4848-2766-5239, v. 2

**REQUEST FOR BOARD ACTION
REGULAR VILLAGE BOARD MEETING
February 12, 2018**

Subject: Consideration of Appointment of Representatives to North Suburban Employee Benefits Cooperative

Action Requested: Consideration of a Resolution Appointing a Representative and Alternate to the Governing Board of the North Suburban Employee Benefit Cooperative (Village of Lincolnshire)

Originated By/Contact: Brad Burke, Village Manager

Referred To: Village Board

Summary / Background:

The Village of Lincolnshire is a member of the North Suburban Employee Benefits Cooperative (NSEBC). The NSEBC is the entity responsible for providing for the cooperative purchase of health, dental and life insurance benefits provided to Lincolnshire employees. The NSEBC also provides for the joint purchase of Employee Assistance Program (EAP) and annual wellness screening services for employees. The NSEBC is governed by a Board of Directors comprised of representatives from each participating community/public organization. At their January 2018 Board meeting, the NSEBC Board voted unanimously to require all member communities have a resolution on record identifying the representatives and alternate represented appointed to serve on the NSEBC Board. The purpose behind the request is to more formalize/recognize the individuals in each member entity who has been given the authority to fulfill the duties and responsibilities required for service on the NSEBC Board. These duties include attending all NSEBC meetings, voting to approve the annual budget, insurance plan design, service provider contracts and agreements related to administration of the insurance pool.

The attached resolution formally identifies Village Manager Brad Burke as the Representative and Finance Director/Treasurer Michael Peterson as the Alternate to serve on the NSEBC Board. At this time, Village Manager Burke serves at Chair of the NSEBC Board.

Budget Impact: None.

Service Delivery Impact: None.

Recommendation: Consideration of proposed resolution appointing representatives and direct placement on the Consent Agenda for the February 26, 2018 Village Board meeting.

Reports and Documents Attached:

- Draft Resolution Appointing Representative and Alternate to Governing Board of North Suburban Employee Benefit Cooperative

Meeting History	
Initial Referral to Village Board (RVB):	02/12/2018
Committee of the Whole	

**VILLAGE/CITY OF xxxxxxxx
RESOLUTION NO. 2017-__**

**RESOLUTION APPOINTING A REPRESENTATIVE AND ALTERNATE TO
THE GOVERNING BOARD OF THE
NORTH SUBURBAN EMPLOYEE BENEFIT COOPERATIVE**

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois and the Illinois Intergovernmental Cooperation Act (Illinois Compiled Statutes) provide that units of local governments may contract with one another to perform any activity authorized by law and with corporations in any manner not prohibited by law; and

WHEREAS, said Illinois Intergovernmental Cooperation Act specifically provides that units of local government may join together for the purpose of establishing self-insurance programs; and

WHEREAS, the Village is a member in good standing of the North Suburban Employee Benefit Cooperative (“NSEBC”), a self-insurance program formed under the Illinois Intergovernmental Cooperation Act;

WHEREAS, the Village as a member of the NSEBC is required to appoint one Representative and one Alternate to the Board; and

WHEREAS, the Representative to the Board shall have the authority to take actions and cast votes regarding the administration and lawful activities of the NSEBC; and

WHEREAS, the Mayor and Trustees of the Village (“Corporate Authorities”) find that the Village Manager has the required qualifications to be the Representative to the NSEBC Board for the Village and will fulfill all duties and responsibilities of that role; and

WHEREAS, the Mayor and Trustees of the Village (“Corporate Authorities”) find that Finance Director/Treasurer, has the required qualifications to be the Alternate to the NSEBC Board for the Village in the absence of the Representative and will fulfill all duties and responsibilities of that role; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Trustees of the Village of Lincolnshire, Lake County, Illinois, as follows:

SECTION 1. Then the Preamble to this Resolution is adopted by this reference as if fully set forth herein.

SECTION 2. That the Corporate Authorities hereby support and consent to the appointment of the Village Manager as Representative to the Board of the North Suburban Employee Benefit Cooperative; and

SECTION 3. That the Corporate Authorities hereby support and consent to the appointment the Finance Director/Treasurer as Alternate to the Board of the North Suburban Employee Benefit Cooperative; and

SECTION 4. This Resolution shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2018.

AYES:

NAYS:

ABSENT:

APPROVED this ___ day of _____, 2018.

Mayor

ATTEST:

Village Clerk



**REQUEST FOR BOARD ACTION
COMMITTEE OF THE WHOLE MEETING
February 12, 2018**

Subject: Consideration of a Resolution Approving Closed Session Meeting Minutes and Authorizing the Village Clerk to Make Certain Closed Session Meeting Minutes Available to the Public for Inspection Second Review – 2017 and Authorizing the Destruction of Certain Audio Recordings of Closed Session Minutes

Action Requested: Consideration of Certain Executive Session Minutes and Direct Placement on the February 26, 2018 Regular Village Board Meeting Agenda for Approval

Originated By/Contact: Village Manager

Referred To: Village Board

Summary / Background:

The Illinois Open Meetings Act requires minutes be kept of all meetings of public bodies, whether open or closed (Executive Session). Minutes of closed meetings are required to be made available to the public only after the public body determines it is no longer necessary to keep such minutes confidential. In accordance with the Open Meetings Act, public bodies are required to review withheld minutes of closed meetings on a semi-annual basis. A determination is to be made in open session on the question of whether a need for confidentiality still exists with respect to all or part of the Executive Session Minutes reviewed.

The last time Executive Session Minutes were reviewed by the Village Board was August 2017. In order to address Executive Session Minutes, the Village Board is requested to consider various minutes as reflected in the Exhibits to the attached Resolution.

The process of approving and determining the releasability of closed session minutes ensures the Village meets the intent of the Illinois Open Meetings Act. Village Staff and legal counsel will be available to respond to questions.

Budget Impact: None.

Service Delivery Impact: None.

Recommendation: Consideration of Draft Executive Session Minutes

Reports and Documents Attached:

- Draft Resolution Approving Certain Executive Session Minutes and Authorizing Destruction of Certain Audio Recordings
- Executive Session Minutes for Review: August 7, 2017 and September 11, 2017

Meeting History	
Initial Referral to Village Board (COW):	02/12/2017
Regular Village Board Meeting:	

RESOLUTION NO. ____

A RESOLUTION APPROVING CERTAIN CLOSED SESSION MEETING MINUTES AND AUTHORIZING THE VILLAGE CLERK TO MAKE CERTAIN CLOSED SESSION MEETING MINUTES AVAILABLE FOR PUBLIC INSPECTION SECOND REVIEW - 2017 AND AUTHORIZING THE DESTRUCTION OF CERTAIN AUDIO RECORDINGS OF CLOSED SESSION MINUTES

WHEREAS, the Board of Trustees of the Village of Lincolnshire have met from time to time in Executive Session for purposes authorized by the Illinois Open Meetings Act (the "Act"); and

WHEREAS, as required by the Act, the Village Clerk has kept written minutes of all such executive sessions; and

WHEREAS, pursuant to 5 ILCS 120/2.06 (d), the Board of Trustees have reviewed closed session minutes; and

WHEREAS, the Board of Trustees have determined that the attached list of minutes identified in **Exhibit A** are complete, accurate and shall be approved; and

WHEREAS, the Board of Trustees have determined that the attached list of minutes identified as **Exhibit B** no longer require confidential treatment and should be made available for public inspection; and

WHEREAS, the Open Meetings Act requires governmental bodies to audio or video record their closed meetings; and

WHEREAS, this governmental body has complied with that requirement; and

WHEREAS, for the verbatim record by audio tape of the closed session portion of the meetings set forth in Section 2 of this Resolution, at least eighteen (18) months have passed since the completion of those meetings, and this governmental body has approved written minutes for each of the closed session portions of the meetings set forth in Section 2;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF LINCOLNSHIRE, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1: Based upon the statements made in the preamble to this Resolution: (a) the Board of Trustees of the Village of Lincolnshire hereby approve the minutes of the closed meetings listed on Exhibit A, and (b) the Board of Trustees of the Village of Lincolnshire hereby finds that the minutes of the closed meetings listed on **Exhibit B** are no longer necessary to keep confidential and order their release for public review, inspection and copying.

Section 2: Based upon the statements made in the preamble to this Resolution, the Board of Trustees of the Village of Lincolnshire hereby order the destruction of the verbatim record, such being an audio tape, of the closed session portions of all meetings which took place prior to June 2016.

Section 3: This Resolution shall be in full force and effect from and after its adoption as provided by law.

ADOPTED this _____ day of _____ pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Mayor Elizabeth J. Brandt

ATTEST:

Village Clerk Barbara Mastandrea

Exhibit A

The following meeting minutes are approved:

August 7, 2017

September 11, 2017

Exhibit B

The Following Meeting Minutes for Release:

None

**REQUEST FOR BOARD ACTION
COMMITTEE OF THE WHOLE MEETING
February 12, 2018**

Subject: Consideration of a Request to Authorize Purchase a Tapco SMC4000 Mini-Solar Powered Message Board Via the US Communities Joint Purchase Program from Tapco, Traffic & Parking Control Co. Inc., Brown Deer, WI in an Amount not to Exceed \$18,661.80 (Village of Lincolnshire)

Action Requested: Consideration and Placement on the February 26, 2018 Consent Agenda for Approval.

Originated By/Contact: Bradford H. Woodbury, Public Works Director

Referred To: Village Board

Summary / Background:

The Public Works Department requests purchase of a Tapco SMC4000 Mini-Solar powered message board from Tapco, Traffic & Parking Control of Brown Deer, WI.

Staff proposes the addition of a second message board for use by both the Police and Public Works Departments. The current message board has proven very useful for promoting community events, service reminders (leaf collection) and public safety information. It is also used for providing information during times of Village construction projects, warning residents and motorists of road closures and is also deployed during emergency situations. Floods, severe thunderstorm and hazardous weather conditions are instances where the Village regularly keeps the residents informed.

The existing message board has been in use for eleven years, and during that time, Staff has borrowed an additional message board from other agencies frequently. On several occasions, Staff has needed to inform drivers of traffic in multiple directions. Additionally, staff finds it more effective to have the capability of delivering public information in more than one site at the same time to keep residents informed in widespread areas.

While researching various purchase options, Village staff reviewed the US Communities Contract # 2013-100 awarded to Tapco Inc., of Brown Deer, WI. The Village of Lincolnshire may utilize the U.S. Communities Contract as this is competitively bid, and the Village Board previously authorized participating in the U.S. Communities joint purchasing program in November of 2016.

During staff's research, no vendor was identified that offer a lease option for a portable message board. Therefore Staff is presenting the following options for purchase:

Straight Purchase Option:

- SMC 4000 Mini Message Board Cost: \$19,644.00
- Destination Freight Charge : \$1,106.00

Total Cost: \$20,750.00

U.S. Communities Joint Purchase Option:

- SMC 4000 Mini Message Board Cost: \$18,661.80
- Destination Freight Charge : \$0.00

Total Cost: \$18,661.80

Budget Impact: There is \$25,000 budgeted in the Public Works General Capital Fund Expenses Equipment Account 51-12-80-3720 for this purchase in the fiscal year 2018. TAPCO, Inc. of Brown Deer, WI is the approved vendor through the (U.S. Communities) cooperative purchasing contract.

Service Delivery Impact: There have been multiple times when both Police and Public Works have needed the message board for differing events at the same time which ultimately results in a tough choice being made if staff is unable to borrow a message board from another agency. Purchase of additional message board would alleviate these concerns and improve communication with the public.

Recommendation: Staff recommends approval of this purchase of an SMC 4000 Mini-Message Board via Tapco, Inc. through the U.S. Communities joint purchasing program in an amount not to exceed \$18,661.80

Reports and Documents Attached:

- December 20, 2017 Tapco, Inc. Price Quote
- SMC4000 Message Board Informational Brochure
- SMC4000 Message Board Specifications

Meeting History	
Initial Referral to Village Board (COW):	February 12, 2018



SALES QUOTE

Customer Copy

Number	Q1719729
Date	12/20/2017
Page	1

5100 West Brown Deer Road • Brown Deer, WI 53223
 Phone (800) 236-0112 • tapconet.com • Fax (800) 444-0331

Sell To Cust. C8947	Village of Lincolnshire Matthew Liewehr 1 Olde Half Day Road Lincolnshire, IL 60069 USA	Ship To Cust.	Village of Lincolnshire Joshua Markham 1 Olde Half Day Road Lincolnshire, IL 60069 USA		
Customer PO #	Expires	Slsp	Terms	Freight	Ship Via
SMC-4000	1/19/2018	Richard Brown	Net 30 DAYS	PREPAID	BEST RATE

Item	Description	Quantity	UM	Price	Extension
1415-30000	Solar Message Board, 48"H x 96"W, Basic Model SMC 4000 Mini Message Center Trailer,850 lbs ***Options***	1	EA	14,962.50	\$14,962.50
116442	Hand Held Controller,NTCIP Compliant,Includes: Multi Controller and CPU 5M for message trailers	1	EA	1,424.05	\$1,424.05
1415-05523	Radar Option For Message Boards (1415) For use with all Message Boards,Without Data	1	EA	1,377.50	\$1,377.50
1415-05550	Pintle Ball Hitch Combination. Accessories for item #'s 1415-05330 & 1415-2000 only	1	EA	285.00	\$285.00
1415-05532	Extra Battery Option for use with all (1415) Message Boards	1	EA	375.25	\$375.25
1415-04965	Hydraulic Pump with Hand Pump Accessory Option for all Message Boards (1415)	1	EA	237.50	\$237.50

TAPCO US Communities Contract # 2013-100

Thank you! - Rich Brown
 #414-292-6606
 richard.brown@tapconet.com

Shipment within _____
 Acceptance By _____
 Date _____
 By _____

Merchandise	Freight	Tax	Total
\$18,661.80	\$0.00	\$0.00	\$18,661.80

INTRODUCING
The



THE ALL NEW SOLAR MESSAGE CENTER
FULL MATRIX
SMC 4000 MAST-MINI

Distributed by



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www.tapconet.com

5100 West Brown Deer Road
Brown Deer, WI 53223

GSA Contract Holder
GS-07F-5924R
GS-07F-0234U



Precision Solar Controls has been recognized as the industry benchmark for quality and performance since the introduction of the original Solar Message Center.

Manufactured to the same quality standards Precision Solar Controls is recognized for, the new SMC 4000 Mast-Mini message center deploys in places larger signs cannot.

You'll get just the features you want, in a compact design.

- Energy-efficient LED display provides minimal battery maintenance and long operational life
- Automatic intensity control provides optimum LED intensity
- Industrial-grade trailer provides stable platform
- 4 leveling jacks with slide out extensions provide stability when deployed
- Powder-coat paint for improved fade and scratch resistance
- Calendar programming capability
- Full Matrix display provides graphic messages and arrow board capability



- Graphic and Arrow Board functions available



- On-board dedicated NTCIP controller provides easy programming with secure password protection



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Brown Deer, WI 53223



SOLAR MESSAGE CENTER

System Integrity

The SMC 4000 Mast-Mini is capable of operating independently of sunlight for 21 days using the 2 batteries in the battery bank. The solar array is sized to provide one day's power requirement in just 2.5 hours of good sunlight. This combination of extended day's use from the battery bank and quick recharge capability from the solar array result in a viable solar-assist system that will provide years of service with minimal maintenance.

Sign Flexibility

The SMC 4000 Mast-Mini is designed for use in areas where space is limited, and provides variable character fonts with both 12" and 18" character heights.

Standard NTCIP-Compliant Controller

A user-friendly, NTCIP-compliant, dedicated computer designed by Precision Solar Controls reduces the number of keys required to program the SMC 4000 Mast-Mini.

Full Matrix Display

The SMC 4000 Mast-Mini provides 250 text, 60 graphic and 20 arrow board display messages preprogrammed and stored in the controller. Additionally, 100 user-created messages can be programmed and stored.

Industrial-Grade Structural Steel Trailer

The SMC 4000 Mast-Mini uses a durable trailer system designed to provide years of dependable service. The trailer's high-quality, powder-coat paint; 2"x 3" 11-gauge steel frame; and a 2,000-pound axle enhance the overall durability of the unit.

Modular Electronic Componentry

The entire system was developed with the operator/end user in mind. Electronic components are easily replaced, reducing downtime and maintenance costs. This modularity also improves system diagnostics.

SMC 4000 Mast-Mini Unit Specifications

- Raised height – 134" (3.4 m)
- Travel height – 102" (2.6 m)
- Width – 68" (1.73 m)
- Length with tongue – 107" (2.72 m)
- Length w/o tongue – 55" (1.4 m)
- Weight – 850 lbs. (385.5 Kg)
- Energy Source – (2) 4D Deep Cycle batteries
- Autonomy – 21 days
- Generator – Solar Panel Array
- Operating Temperature Range – -20 to +120 degrees F (-29 to +49 degrees C)
- Lift Mechanism – 1,500 lbs. brake winch
- Main Frame – 2" x 3" x .120" high grade steel

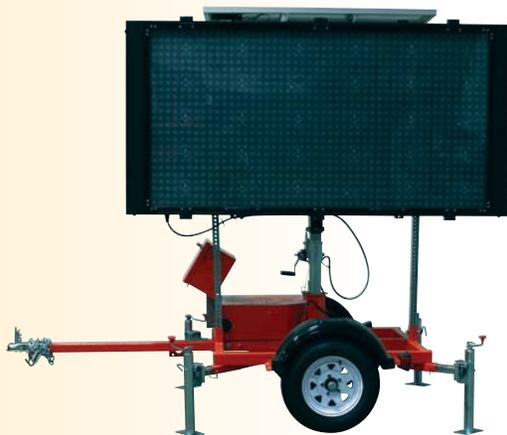
Sign Case Specifications

- Height- 48"
- Width - 96"
- Character Height – 12" (30.48 cm) and 18" (46 cm)
- Lamp – LED (4 per pixel)
- Legibility – 1000 ft. (304 m)

SMC Computer Specifications

- Control Console Display: LCD
- Pre-programmed messages: 250
- User programmed messages: 100
- NTCIP-compliant software
- Update speed: 100 Milliseconds
- Removable Solid State Design
- Off-the-shelf QWERTY keyboard

Specifications are subject to change without notice.



➤ The SMC 4000 Mast-Mini shown in travel position

OPTIONS

The new SMC 4000 Mast-Mini Solar Message Center. Start with the basic board, then choose the options you want. All...or none.

Remote Communication System Provides NTCIP-compliant remote programming with mapping capability. Diagnostics, including pixel out detection is also provided.

Radar Option Enables the message board to display the speed of approaching vehicles.

Increased Autonomy / Recharge Capability Additional battery(ies) are available for extended autonomy. Additional solar panels are available to recover battery voltage quicker.

Tilting / Rotating Solar Panels The solar array can tilt for cleaning, or rotate to increase solar charge.

Pintle / Combination Hitch Option A 3-inch pintle ring, and a combination 2-inch ball with 3-inch pintle hitch coupler are available.

Steel Fenders / Steel Battery Box Heavy-duty walk-on steel fenders and steel battery box are available.

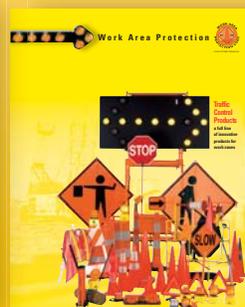
6-Volt Battery Bank

Custom Paint

Other catalogs available to you from the Work Area Protection Family of Products



Solar LED Message Centers



Traffic Control Products



Crash Attenuators



Permanent Message Boards

Disclaimer

The product must be used only in accordance with the manufacturer's specifications and only in accordance with the manufacturer's intended purpose. Improper use, use for an unintended purpose or unauthorized modifications of this product may create a hazardous condition that may cause property damage, personal injury or death. Any modification or unintended use of this product shall immediately void all manufacturer's warranties. SCI Products, all subsidiaries and the manufacturer disclaim all liabilities for injuries to persons or property resulting from any modifications to this product, unintended use of this product or any use other than in accordance with the manufacturer's specifications.

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GS-07F-0234U



U.S. COMMUNITIES
EMPLOYMENT PROMOTION ALLIANCE



SPECIFICATION
SOLAR MESSAGE CENTER
MODEL SMC4000-MAST MINI

1.0 INTRODUCTION

This specification shall describe a trailer-mounted, portable changeable sign upon which varying electronically generated lamp messages and graphics will be displayed to highway traffic as advisories or for the purposes of warning and/or control.

The equipment described shall be a standard model produced by a manufacturer with experience in the production of trailer-mounted traffic control products. All workmanship, materials, and assembly procedures shall be of quality design. Each component of the unit shall be adequate for and compatible with all structural and performance requirements of the complete unit. The equipment shall remain operational under inclement weather conditions.

1.1 DESCRIPTION

The Mast Mini Message Center manufactured by Work Area Protection Corp. is a trailer mounted variable message board consisting of LED lamp matrix panels powered by a bank of batteries in order to convey bright, distinctive messages to the traveling public. The batteries are in turn recharged automatically by a group of solar panels located at the highest point on the unit. The Solar Message Center is designed with sufficient energy backup to operate for a period of 21 days without any sun. The solar panel generator array shall recharge the battery bank at a rate of 2.5 hours sun to one 24 hour period of usage.

2.0 CONSTRUCTION REQUIREMENTS

2.1 GENERAL

The trailer and all mounted equipment shall be structurally adequate for unlimited, normal operation in wind velocities normally encountered on the roadway. The equipment shall be designed to enable one person to perform all transporting and operation functions easily and effectively without assistance.

2.2 Trailer

The 2-wheel trailer shall be structurally adequate to serve both as a carrier and as an operating platform for all components of the complete unit. The open deck design shall be 2 inches by 3 inches 11 gauge steel tubing, providing an adequate foundation for the unit. Welding shall join all tubing and all structural welds shall be continuous bead welds.

The axle shall be rated at 2,000 pounds capacity, and the suspension shall consist of 1400 pound leaf springs. Wheels and tires shall be a minimum of 14 inches and shall be rated for towing at on-highway speeds of 65 miles per hour. A plastic fender shall be installed over each wheel.

The mast pivot tube shall be .250" x 5" round carbon steel tubing.

The battery box shall be constructed from 14 gauge steel. The batteries shall be secured in position, and the enclosure lid shall be lockable using a single-latch/locking device.

The trailer tongue shall be .250 thick x 2 Y2" square tubing x 60" overall length. A 2" ball type trailer hitch with double safety chains in accordance with SAE J684F shall be installed. A 2 Y2" or 3" pintle ring hitch is optional. The tongue shall be removable.

Four crank type, heavy duty, industrial leveling jacks, one at each corner of the trailer deck mounted to the adjustable telespar outriggers shall be installed for maximum stabilization.

A lighting system shall be provided for the trailer, to include tail lights, stop lights, turn signals, license plate light and reflectors. A trailer electrical cable and connector compatible with towing vehicles shall be installed.

2.3 MESSAGE SIGN

The sign panel shall be of aluminum construction and so assembled as to prevent dissimilar metal action from occurring. The sign panel frame shall be an assembly made of aluminum alloy channel.

The size of the Mast Mini Message Center sign panel shall not exceed 96 inches wide by 48 inches high. The front face of the sign shall be covered with a UV inhibited polycarbonate to prevent fading.

The Mast Mini Message Center sign panel shall consist of one continuous LED lamp matrix which provides text messages as well as graphic symbols. The sign panel shall be capable of projecting two different size characters, ranging from 12 inches to 18

inches, as are created in the standard software. Double stroke fonts shall be projected in 12 inch letter heights. The full matrix panel shall consist of 25 LED lamp matrix pixels in height and 48 LED lamp pixels in length. Each pixel shall incorporate 4 LED's. Message color shall be approximately 590 nanometers.

In addition, 80 standard preprogrammed graphics symbols can be shown due to the full matrix capability.

The sign shall have the capability to display up to six (6) pages in message, with variable timing in 0.1 second increments under computer control. The entire sign shall completely change all lines of message in not more than 100 milliseconds.

The sign, when projecting 18 inch characters, shall be clearly visible and legible from a distance of 1000 feet under both day and night conditions. Legibility shall increase proportionately to the size of the symbols. Under variable light level conditions, the sign shall automatically adjust its light source so as to meet the 1000 feet legibility requirements without being too dim or too intense.

The Mast Mini Message Center sign panel shall incorporate a lifting mechanism with a 1,500 pound capacity hand-operated braking winch using 1/4" wire cable. The mast shall be fabricated with 3" x 3" square steel tubing. The lifting sleeve shall be .250" formed steel, fully welded to the 2" x 2" square steel tube panel support frame. A locking device to secure the panel in the raised (display) and lowered (travel) position shall be provided. The bottom of the sign shall be at least 84 inches above the ground when in the raised position. In a transport position, the sign shall rest horizontally in a manner that effectively reduces aerodynamic drag during towing.

3 POWER AND MISCELLANEOUS REQUIRED EQUIPMENT

The power supply type shall be a battery bank consisting of two size 4-D, deep cycle, lead acid 12 volt DC batteries wired in parallel. The battery bank shall be housed in lockable heavy duty steel weatherproof battery box. The batteries shall be recharged by a solar panel array producing 110 watts of power.

4 System Control Requirements

The Mast Mini Message Center shall be controlled in all functions by an on-board dedicated computer that shall:

- a) Be of solid state design and be removable.

- b) Include a keyboard which user originated messages may be entered for display or storage.
- c) Include an LCD screen upon which messages can be reviewed before/during display on the message sign.
- d) Store 250 preprogrammed messages for display when called upon by the operator through the keyboard.
- e) Store 80 preprogrammed graphic messages/
- f) Store 100 user created multi-page messages.
- g) Maintain stored message list.
- h) Provide password protection.
- i) Provide control programming to display stored messages by operator control through keyboard entry.
- j) Provide control for moving arrow display.
- k) Provide automatic word centering without separate programming.
- l) Provide programming capability while message is being displayed.
- m) Include a scheduling (calendar) program to automatically start and stop the display of messages at predetermined times.
- n) Provide character board and battery diagnostics.

The computer and charge controller shall be modular to allow for ease of replacement. The computer and charge controller shall be housed in a separate, lockable, weather resistant enclosure, and shall be able to be removed and/or replaced with a standard Phillips screwdriver. Battery voltage and amperage generated from the solar array to the battery bank shall be monitored and displayed at the system's computer.

The charge controller shall incorporate a PV regulator with thermal compensation for variances in ambient temperature to regulate the charge rate to the battery bank.

The Mast Mini Message Center shall incorporate an automatic intensity control feature to keep the LED intensity constant and not vary due to battery bank voltage. This allows the message center to maintain a constant legibility distance any time the unit is operational. The Solar Message Center also incorporates a photocell to reduce lamp intensity at night to reduce glare.

MEMORY BACK – UP: SRAM/3 YEAR LIFE
TEMPERATURE.....-25° TO +50° C
HUMIDITY95% NON-CONDENSING

DISPLAY TYPE: LIQUID CRYSTAL DISPLAY-LCD
SCREEN SIZE320 X 240 DOT PIXELS
INTERFACES: RS232, ETHERNET OPTIONAL

LED LAMP MATRIX SPECIFICATION:

PIXEL SIZE0.75” X 0.75”
OPERATING TEMPERATURE..... -55° C TO 100° C

CONTRAST ENHANCEMENT FEATURES:

*** BLACK BACKGROUND * LED FULL LAMP MATRIX**

ELECTRICAL CONTROL:

*** COMPUTER CONTROLLED/AUTOMATIC INTENSITY CONTROL-
ADJUSTS LED OUTPUT WITH VARIANCES OF AMBIENT LIGHT
AND TEMPERATURE / PHOTOCCELL CONTROLLED**

*** OVERCURRENT PROTECTION: PREVENTS WAVELENGTH SHIFT
OVER TEMPERATURE AND CURRENT VARIATIO**

SOLAR GENERATOR SPECIFICATIONS:

SOLAR PANEL ARRAY 110 WATT MINIMUM
OPERATING VOLTAGE..... 12 VDC
BATTERY BANK: TWO 4D DEEP CYCLE 12 VOLT BATTERIES 468

AMP HOURS TOTAL
**CHARGE CONTROLLER: SERIES REGULATOR WITH THERMAL
COMPENSATION**
LOW VOLTAGE DISCONNECT 11.2 VDC
AC/DC BATTERY CHARGER..... 25 AMP

SPECIFICATIONS ARE SUBJECT TO CHANGE WITHOUT NOTICE

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5100 West Brown Deer Road
Brown Deer, WI 53223



**REQUEST FOR BOARD ACTION
Committee of the Whole
February 12, 2018**

Subject:	2018 Watermain Replacement and Roadway Rehabilitation Project
Action Requested:	Approval of Contract for the Construction of the Village's 2018 Westminster Way Watermain and Roadway Rehabilitation Project with A-Lamp Concrete Contractors, Inc. of Schaumburg, Illinois in an Amount not to Exceed \$1,627,668.00 (Village of Lincolnshire)
Originated By/Contact:	Wally Dittrich, P.E., Assistant Public Works Director/Village Engineer
Referred To:	Mayor and Board of Trustees

Summary / Background:

This year's watermain replacement and roadway rehabilitation projects were combined into one contract. Staff opened bids on January 25, 2018. 13 bids were received, and the engineers estimate for the project was \$1,897,215.00. Staff recommends approval of a contract with low bidder A-Lamp Concrete Contractors, Inc. of Schaumburg, Illinois in the amount of \$1,627,668.00 to perform watermain replacement on Westminster Way/Sutton Court and, resurfacing, curb repair, and storm sewer repairs along Westminster Way, Sutton Court, and Sommerset Lane

Street	Limits	Length (Miles)
Westminster Way	All	.53
Sutton Court	All	.17
Sommerset Lane	All	.10
Totals		.80

Budget Impact:

The Village's Fiscal Year 2018 Budget allocates a total of \$1,690,000.00 for the 2018 Watermain Replacement and Roadway Rehabilitation Project from the MFT fund, General Capital Fund, and Water & Sewer Improvement Fund. \$215,000 will come from the General Capital Fund, \$175,000 from the State Motor Fuel Tax (MFT) Fund and \$1,300,000 will come from the Water and Sewer Improvement Fund including funds for overages of approximately 3% in the event of any unanticipated costs.

Service Delivery Impact:

Staff and its consultant have checked the contractor's references on recently completed projects in Deerfield, Downers Grove, and Hoffman Estates that involved both watermain work as well as roadway rehabilitation items such as paving, sidewalk and curb repairs, and storm sewer work. All references were satisfied with the work performed and would work with A-Lamp again in the future.

Recommendation:

Staff recommends approval and award to the lowest responsible bidder, A-Lamp Concrete Contracting, Inc.

Reports and Documents Attached:

- **Bid Tab**
- **Project Location Map**

Meeting History	
Initial Referral to Village Board (COW):	February 12, 2018
Regular Village Board Meeting:	February 26, 2018

Christopher B. Burke Engineering, Ltd.
8975 West Higgins Road, Suite 600
Rosemont, IL 60018

**VILLAGE OF LINCOLNSHIRE
WESTMINSTER WAY/SUTTON COURT WATER MAIN IMPROVEMENTS
(CRIBIL PROJECT NO. 17-0001)**

BID TAB
DATE: January 25, 2018

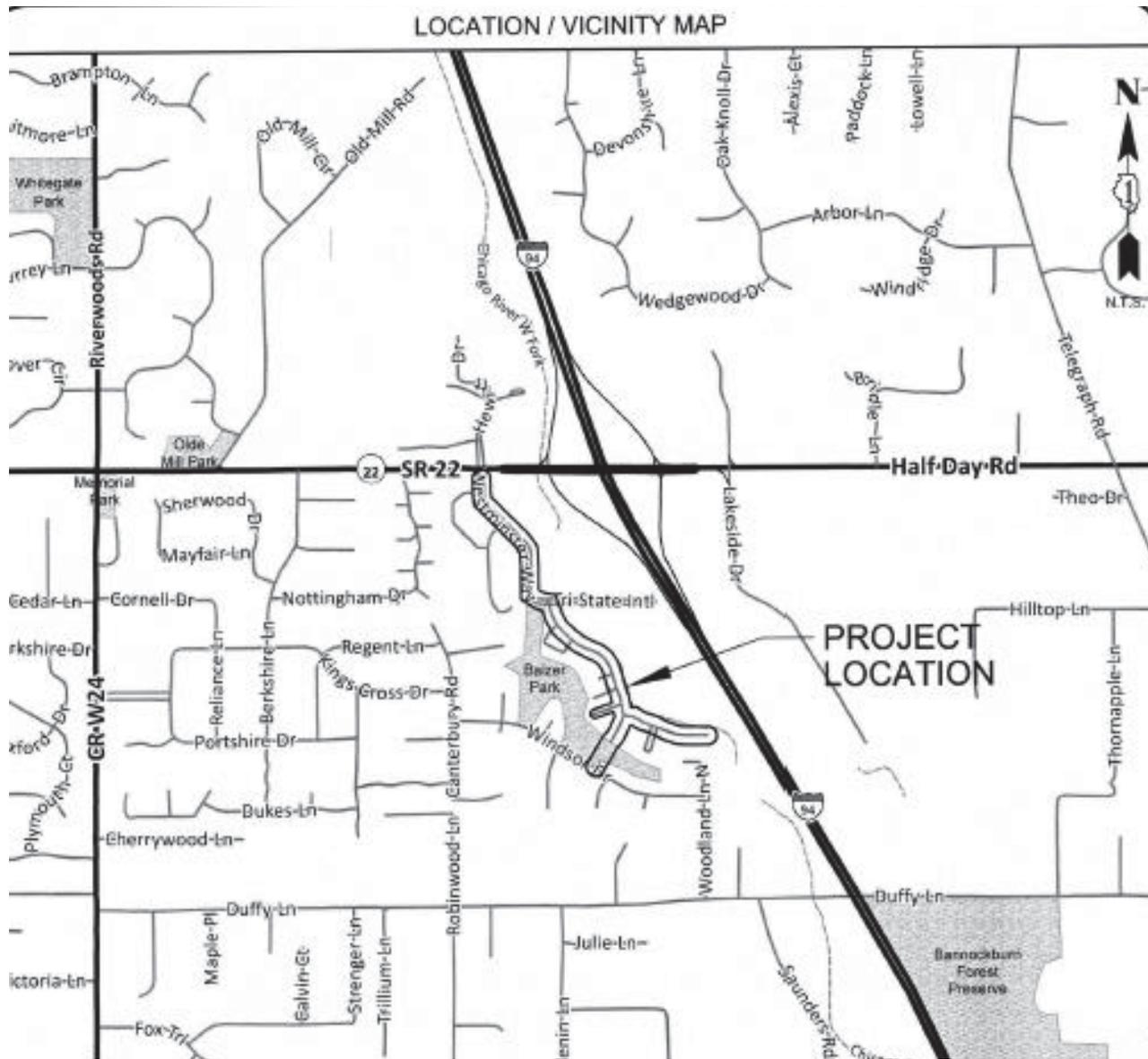
ITEM #	ITEM	UNIT	QUANTITY	ENGINEER'S ESTIMATE		A CLAMP CONCRETE CONTRACTORS, INC.		CHICAGO/LAND PAVING CONTRACTORS		ELENAR CONSTRUCTION, INC.		OLENBROOK EXCAVATING & REPAIR		MARTIN CONSTRUCTION, INC.		COPENTHAVER CONSTRUCTION, INC.	
				UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
2010110	TREE REMOVAL 16 TO 15 INCH DIAMETER	UNIT	85	\$ 40.00	\$ 3,400.00	\$ 22.00	\$ 1,870.00	\$ 25.00	\$ 2,125.00	\$ 31.00	\$ 2,635.00	\$ 20.00	\$ 1,700.00	\$ 25.00	\$ 2,125.00	\$ 29.00	\$ 2,465.00
2010120	TREE REMOVAL COVER 15 UNITS DIAMETER	UNIT	45	\$ 50.00	\$ 2,250.00	\$ 27.00	\$ 1,215.00	\$ 30.00	\$ 1,350.00	\$ 41.50	\$ 1,867.50	\$ 25.00	\$ 1,125.00	\$ 33.00	\$ 1,485.00	\$ 39.00	\$ 1,755.00
2010130	TREE TRUNK PROTECTION	EACH	12	\$ 75.00	\$ 900.00	\$ 50.00	\$ 600.00	\$ 175.00	\$ 2,100.00	\$ 250.00	\$ 3,000.00	\$ 150.00	\$ 1,800.00	\$ 180.00	\$ 2,160.00	\$ 60.00	\$ 720.00
2010150	TREE ROOT PRUNING	EACH	15	\$ 100.00	\$ 1,500.00	\$ 50.00	\$ 750.00	\$ 100.00	\$ 1,500.00	\$ 212.75	\$ 3,191.25	\$ 85.00	\$ 1,275.00	\$ 100.00	\$ 1,500.00	\$ 50.00	\$ 750.00
2010190	TREE PRUNING (1 TO 10 INCH DIAMETER)	EACH	10	\$ 100.00	\$ 1,000.00	\$ 45.00	\$ 450.00	\$ 45.00	\$ 450.00	\$ 172.50	\$ 1,725.00	\$ 40.00	\$ 400.00	\$ 50.00	\$ 500.00	\$ 50.00	\$ 500.00
2010195	TREE PRUNING (OVER 10 INCH DIAMETER)	EACH	10	\$ 125.00	\$ 1,250.00	\$ 60.00	\$ 600.00	\$ 60.00	\$ 600.00	\$ 207.00	\$ 2,070.00	\$ 60.00	\$ 600.00	\$ 75.00	\$ 750.00	\$ 50.00	\$ 500.00
2020100	EARTH EXCAVATION	CU YD	10	\$ 100.00	\$ 1,000.00	\$ 50.00	\$ 500.00	\$ 50.00	\$ 500.00	\$ 52.25	\$ 522.50	\$ 52.25	\$ 522.50	\$ 50.00	\$ 500.00	\$ 28.00	\$ 280.00
2020110	TRENCH BACKFILL - SPECIAL	CU YD	4,750	\$ 35.00	\$ 166,250.00	\$ 28.00	\$ 133,000.00	\$ 29.00	\$ 137,750.00	\$ 36.00	\$ 171,750.00	\$ 45.00	\$ 213,750.00	\$ 37.00	\$ 175,750.00	\$ 0.01	\$ 47.50
2020120	INLET FITTINGS	EACH	42	\$ 150.00	\$ 6,300.00	\$ 15.00	\$ 630.00	\$ 15.00	\$ 630.00	\$ 175.00	\$ 7,350.00	\$ 100.00	\$ 4,200.00	\$ 100.00	\$ 4,200.00	\$ 40.00	\$ 1,680.00
3510240	AGGREGATE BASE COURSE, TYPE B 12"	SGD YD	100	\$ 15.00	\$ 1,500.00	\$ 17.00	\$ 1,700.00	\$ 15.00	\$ 1,500.00	\$ 32.00	\$ 3,200.00	\$ 40.00	\$ 4,000.00	\$ 30.00	\$ 3,000.00	\$ 14.00	\$ 1,400.00
4000025	LEVELING BENCHING METHOD, N50	TON	775	\$ 80.00	\$ 62,000.00	\$ 76.00	\$ 60,920.00	\$ 82.00	\$ 63,460.00	\$ 83.75	\$ 64,968.75	\$ 73.00	\$ 57,825.00	\$ 62.00	\$ 47,910.00	\$ 67.75	\$ 51,712.50
4000390	HOT MIX ASPHALT BINDER COURSE, E-19.0, N50	TON	20	\$ 85.00	\$ 1,700.00	\$ 74.00	\$ 1,480.00	\$ 75.00	\$ 1,500.00	\$ 101.25	\$ 2,025.00	\$ 88.00	\$ 1,760.00	\$ 130.00	\$ 2,600.00	\$ 123.00	\$ 2,460.00
4000395	HOT MIX ASPHALT SURFACE COURSE, MIX 92" N50	TON	1,550	\$ 85.00	\$ 131,750.00	\$ 76.00	\$ 117,800.00	\$ 78.00	\$ 120,900.00	\$ 83.75	\$ 129,687.50	\$ 73.00	\$ 113,150.00	\$ 62.00	\$ 97,100.00	\$ 67.75	\$ 104,062.50
4240020	POCKETLAND CEMENT CONCRETE SIDEWALK BENCH	SGD FT	750	\$ 25.00	\$ 18,750.00	\$ 7.00	\$ 5,250.00	\$ 8.00	\$ 6,000.00	\$ 8.00	\$ 6,000.00	\$ 10.00	\$ 7,500.00	\$ 13.00	\$ 9,750.00	\$ 9.00	\$ 6,750.00
4240030	INJECTABLE WARRINGS	SGD FT	60	\$ 50.00	\$ 3,000.00	\$ 45.00	\$ 2,700.00	\$ 48.00	\$ 2,880.00	\$ 50.00	\$ 3,000.00	\$ 55.00	\$ 3,300.00	\$ 40.00	\$ 2,400.00	\$ 45.00	\$ 2,700.00
4400100	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400105	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400110	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400115	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400120	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400125	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400130	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400135	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400140	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400145	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400150	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400155	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400160	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400165	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400170	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400175	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400180	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400185	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400190	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400195	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400200	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400205	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400210	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400215	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400220	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400225	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400230	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400235	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400240	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400245	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400250	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400255	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400260	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400265	PAVEMENT REMOVAL	SGD YD	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 17.00	\$ 1,700.00	\$ 11.00	\$ 1,100.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00	\$ 10.00	\$ 1,000.00
4400270	PAVEMENT REMOVAL																

Christopher B. Burke Engineering, Ltd.
9075 West Hagers Road, Suite 600
Rosemont, IL 60018

**VILLAGE OF LINCOLNSHIRE
WESTMINSTER WAY/OUT ON COURT WATER MAIN IMPROVEMENTS
(OSBEL PROJECT NO. 17-0461)**

BID TAB
DATE: January 25, 2018

ITEM #	ITEM	UNIT	QUANTITY	R.A. MANCINI, INC.		DIMEO BROTHERS		BERGER EXCAVATING		CAMPANELLA & SONS, INC.		MANUAL CONSTRUCTION		LENNY HOFFMAN		GERARDI SEWER & WATER	
				QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST
20100110	TREE REMOVAL (6 TO 15 INCH DIAMETER)	UNIT	85	\$ 27.50	\$ 2,337.50	\$ 40.00	\$ 3,400.00	\$ 20.00	\$ 1,700.00	\$ 22.00	\$ 1,430.00	\$ 21.00	\$ 1,785.00	\$ 20.00	\$ 1,800.00	\$ 50.00	\$ 3,250.00
20100120	TREE REMOVAL (OVER 15 INCH DIAMETER)	UNIT	40	\$ 42.00	\$ 1,680.00	\$ 42.00	\$ 1,680.00	\$ 25.00	\$ 1,000.00	\$ 27.00	\$ 1,080.00	\$ 26.00	\$ 1,050.00	\$ 25.00	\$ 1,000.00	\$ 50.00	\$ 2,100.00
20101100	TREE TRUNK PROTECTION	EACH	12	\$ 285.00	\$ 3,420.00	\$ 50.00	\$ 600.00	\$ 150.00	\$ 1,800.00	\$ 155.00	\$ 1,860.00	\$ 157.00	\$ 1,884.00	\$ 150.00	\$ 1,800.00	\$ 150.00	\$ 1,800.00
20101200	TREE ROOT PRUNING	EACH	15	\$ 285.00	\$ 4,275.00	\$ 50.00	\$ 750.00	\$ 150.00	\$ 2,250.00	\$ 155.00	\$ 2,325.00	\$ 157.00	\$ 2,355.00	\$ 150.00	\$ 2,250.00	\$ 150.00	\$ 4,200.00
20101300	TREE PRUNING (1 TO 10 INCH DIAMETER)	EACH	10	\$ 230.00	\$ 2,300.00	\$ 50.00	\$ 500.00	\$ 40.00	\$ 400.00	\$ 44.00	\$ 440.00	\$ 42.00	\$ 420.00	\$ 40.00	\$ 400.00	\$ 80.00	\$ 800.00
20101350	TREE PRUNING (OVER 10 INCH DIAMETER)	EACH	10	\$ 275.00	\$ 2,750.00	\$ 75.00	\$ 750.00	\$ 60.00	\$ 600.00	\$ 77.00	\$ 770.00	\$ 80.00	\$ 800.00	\$ 80.00	\$ 800.00	\$ 120.00	\$ 1,200.00
20200100	EARTH EXCAVATION	CU YD	10	\$ 150.00	\$ 1,500.00	\$ 50.00	\$ 500.00	\$ 40.00	\$ 400.00	\$ 44.00	\$ 440.00	\$ 42.00	\$ 420.00	\$ 40.00	\$ 400.00	\$ 80.00	\$ 800.00
20300100	TRENCH BACKFILL, SPECIAL	CU YD	4,750	\$ 61.00	\$ 289,750.00	\$ 24.00	\$ 114,000.00	\$ 60.00	\$ 288,000.00	\$ 70.00	\$ 336,000.00	\$ 70.00	\$ 336,000.00	\$ 70.00	\$ 336,000.00	\$ 70.00	\$ 336,000.00
20300150	INLET FILTERS	EACH	42	\$ 175.00	\$ 7,350.00	\$ 135.00	\$ 5,670.00	\$ 165.00	\$ 6,930.00	\$ 160.00	\$ 6,720.00	\$ 165.00	\$ 7,035.00	\$ 160.00	\$ 7,140.00	\$ 160.00	\$ 7,140.00
20310240	AGGREGATE BASE COURSE, TYPE B, 12"	SO YD	109	\$ 42.00	\$ 4,578.00	\$ 11.00	\$ 1,100.00	\$ 24.00	\$ 2,604.00	\$ 33.00	\$ 3,399.00	\$ 34.00	\$ 3,554.00	\$ 33.00	\$ 3,399.00	\$ 30.00	\$ 3,000.00
40000200	LEVELING BINDER MACHINE METHOD, 12"	TON	775	\$ 96.00	\$ 74,400.00	\$ 78.00	\$ 60,450.00	\$ 81.00	\$ 62,730.00	\$ 83.00	\$ 64,380.00	\$ 78.00	\$ 60,780.00	\$ 78.00	\$ 60,780.00	\$ 80.00	\$ 62,400.00
40002080	HOT MIX ASPHALT BINDER COURSE, 1.5% OIL, 1.5% FILLER	TON	20	\$ 140.00	\$ 2,800.00	\$ 98.00	\$ 1,960.00	\$ 120.00	\$ 2,400.00	\$ 123.00	\$ 2,460.00	\$ 123.00	\$ 2,460.00	\$ 123.00	\$ 2,460.00	\$ 120.00	\$ 2,400.00
40003330	HOT MIX ASPHALT SURFACE COURSE, 1.5% OIL, 1.5% FILLER	TON	1,550	\$ 98.35	\$ 152,342.50	\$ 80.00	\$ 124,000.00	\$ 83.00	\$ 128,550.00	\$ 79.00	\$ 122,850.00	\$ 82.44	\$ 127,680.00	\$ 81.00	\$ 125,550.00	\$ 81.00	\$ 125,550.00
42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SG FT	750	\$ 10.00	\$ 7,500.00	\$ 8.00	\$ 6,000.00	\$ 9.00	\$ 6,750.00	\$ 8.80	\$ 6,600.00	\$ 7.72	\$ 5,790.00	\$ 8.00	\$ 6,000.00	\$ 10.00	\$ 7,500.00
42400200	INLET CEMENT CURBS	SG FT	60	\$ 65.00	\$ 3,900.00	\$ 25.00	\$ 1,500.00	\$ 37.00	\$ 2,220.00	\$ 38.00	\$ 2,280.00	\$ 36.00	\$ 2,160.00	\$ 35.00	\$ 2,100.00	\$ 35.00	\$ 2,100.00
44000100	PAVEMENT REMOVAL	SO YD	17,000	\$ 5.00	\$ 85,000.00	\$ 3.00	\$ 51,000.00	\$ 4.25	\$ 72,250.00	\$ 4.50	\$ 76,500.00	\$ 4.27	\$ 72,570.00	\$ 4.10	\$ 70,500.00	\$ 2.50	\$ 42,500.00
44000200	COMBINATION CURB AND GUTTER REMOVAL	SO YD	200	\$ 9.50	\$ 1,900.00	\$ 9.00	\$ 1,800.00	\$ 10.00	\$ 2,000.00	\$ 11.00	\$ 2,200.00	\$ 10.60	\$ 2,120.00	\$ 10.00	\$ 2,000.00	\$ 4.00	\$ 800.00
44000250	SIDEWALK REMOVAL	SG FT	400	\$ 3.00	\$ 1,200.00	\$ 3.00	\$ 1,200.00	\$ 2.00	\$ 800.00	\$ 3.78	\$ 1,512.00	\$ 2.36	\$ 944.00	\$ 2.50	\$ 1,000.00	\$ 2.00	\$ 800.00
44201173	CLASS D PATCHES, TYPE I, 6"	SO YD	725	\$ 40.00	\$ 29,000.00	\$ 40.00	\$ 29,000.00	\$ 30.00	\$ 21,000.00	\$ 30.75	\$ 22,331.25	\$ 34.65	\$ 25,188.75	\$ 30.00	\$ 21,000.00	\$ 30.00	\$ 21,000.00
44201174	CLASS D PATCHES, TYPE II, 6"	SO YD	420	\$ 34.00	\$ 14,280.00	\$ 47.00	\$ 15,660.00	\$ 30.00	\$ 12,600.00	\$ 25.85	\$ 10,857.00	\$ 24.65	\$ 10,363.50	\$ 25.00	\$ 10,500.00	\$ 25.00	\$ 10,500.00
44201175	CLASS D PATCHES, TYPE III, 6"	SO YD	2,850	\$ 40.00	\$ 114,000.00	\$ 45.00	\$ 128,250.00	\$ 32.00	\$ 91,200.00	\$ 30.75	\$ 87,637.50	\$ 30.67	\$ 87,489.00	\$ 30.00	\$ 85,500.00	\$ 48.00	\$ 136,800.00
45000200	STORM SEWERS, CLASS A, TYPE 1, 10"	FOOT	38	\$ 83.00	\$ 3,154.00	\$ 55.00	\$ 2,090.00	\$ 53.00	\$ 2,014.00	\$ 54.90	\$ 2,086.20	\$ 56.04	\$ 2,121.12	\$ 56.00	\$ 2,121.12	\$ 56.00	\$ 2,121.12
45000250	STORM SEWERS, CLASS A, TYPE 1, 12"	FOOT	10	\$ 142.00	\$ 1,420.00	\$ 95.00	\$ 950.00	\$ 90.00	\$ 900.00	\$ 92.00	\$ 920.00	\$ 93.15	\$ 931.50	\$ 93.00	\$ 930.00	\$ 93.00	\$ 930.00
45000300	STORM SEWERS, CLASS A, TYPE 1, 24"	FOOT	10	\$ 218.00	\$ 2,180.00	\$ 70.00	\$ 700.00	\$ 145.00	\$ 1,450.00	\$ 205.00	\$ 2,050.00	\$ 205.00	\$ 2,050.00	\$ 205.00	\$ 2,050.00	\$ 200.00	\$ 2,000.00
45000400	STORM SEWERS, CLASS B, TYPE 1, 12"	FOOT	25	\$ 83.00	\$ 2,075.00	\$ 48.00	\$ 1,200.00	\$ 50.00	\$ 1,250.00	\$ 54.00	\$ 1,350.00	\$ 54.00	\$ 1,350.00	\$ 54.00	\$ 1,350.00	\$ 54.00	\$ 1,350.00
45100200	STORM SEWER REMOVAL, 6"	FOOT	25	\$ 33.00	\$ 825.00	\$ 2.00	\$ 50.00	\$ 35.00	\$ 875.00	\$ 33.00	\$ 825.00	\$ 33.00	\$ 825.00	\$ 33.00	\$ 825.00	\$ 33.00	\$ 825.00
45100250	STORM SEWER REMOVAL, 10"	FOOT	60	\$ 24.00	\$ 1,440.00	\$ 3.00	\$ 180.00	\$ 35.00	\$ 2,100.00	\$ 16.42	\$ 985.20	\$ 7.08	\$ 424.80	\$ 12.00	\$ 720.00	\$ 9.00	\$ 540.00
45100300	STORM SEWER REMOVAL, 12"	FOOT	170	\$ 18.00	\$ 3,060.00	\$ 4.00	\$ 680.00	\$ 35.00	\$ 5,950.00	\$ 20.85	\$ 3,544.50	\$ 7.08	\$ 1,203.60	\$ 12.00	\$ 2,040.00	\$ 6.00	\$ 1,020.00
45100350	STORM SEWER REMOVAL, 18"	FOOT	25	\$ 23.75	\$ 593.75	\$ 3.00	\$ 75.00	\$ 45.00	\$ 1,125.00	\$ 47.20	\$ 1,180.00	\$ 7.08	\$ 177.00	\$ 13.00	\$ 325.00	\$ 9.00	\$ 225.00
45101200	STORM SEWER REMOVAL, 24"	FOOT	25	\$ 40.00	\$ 1,000.00	\$ 7.00	\$ 175.00	\$ 40.00	\$ 1,000.00	\$ 47.20	\$ 1,180.00	\$ 8.20	\$ 205.00	\$ 12.00	\$ 300.00	\$ 12.00	\$ 300.00
45101300	STORM SEWER REMOVAL, 48"	FOOT	50	\$ 42.00	\$ 2,100.00	\$ 20.00	\$ 1,000.00	\$ 40.00	\$ 2,000.00	\$ 47.20	\$ 2,360.00	\$ 12.98	\$ 649.00	\$ 25.00	\$ 1,250.00	\$ 25.00	\$ 1,250.00
45102000	WATER MAIN IN TRENCH, DUCTILE IRON, 6"	FOOT	106	\$ 92.00	\$ 9,752.00	\$ 100.00	\$ 10,000.00	\$ 90.00	\$ 9,540.00	\$ 89.21	\$ 9,455.62	\$ 88.13	\$ 9,339.18	\$ 88.00	\$ 9,300.00	\$ 88.00	\$ 9,300.00
45102100	WATER MAIN IN TRENCH, DUCTILE IRON, 8"	FOOT	1,355	\$ 78.00	\$ 105,390.00	\$ 110.00	\$ 149,500.00	\$ 95.00	\$ 128,225.00	\$ 77.66	\$ 105,249.30	\$ 69.37	\$ 93,999.35	\$ 100.00	\$ 105,000.00	\$ 225.00	\$ 232,500.00
45102300	WATER MAIN IN TRENCH, DUCTILE IRON, 12"	FOOT	1,892	\$ 112.50	\$ 212,850.00	\$ 120.00	\$ 227,040.00	\$ 104.25	\$ 197,241.00	\$ 102.61	\$ 194,184.12	\$ 118.15	\$ 223,742.00	\$ 100.00	\$ 200,000.00	\$ 250.00	\$ 475,000.00
45102500	GATE VALVE, 12"	EACH	8	\$ 1,200.00	\$ 9,600.00	\$ 3,500.00	\$ 28,000.00	\$ 3,500.00	\$ 28,000.00	\$ 3,500.00	\$ 28,000.00	\$ 3,500.00	\$ 28,000.00	\$ 3,500.00	\$ 28,000.00	\$ 3,500.00	\$ 28,000.00
45102550	GATE VALVE, 18"	EACH	8	\$ 2,400.00	\$ 19,200.00	\$ 4,500.00	\$ 36,000.00	\$ 3,000.00	\$ 24,000.00	\$ 2,800.00	\$ 22,400.00	\$ 2,800.00	\$ 22,400.00	\$ 2,800.00	\$ 22,400.00	\$ 2,800.00	\$ 22,400.00
45630010	ADJUSTING SANITARY SEWERS, 8-INCH DIAMETER OR LESS	FOOT	200	\$ 78.00	\$ 15,600.00	\$ 50.00	\$ 10,000.00	\$ 55.00	\$ 11,000.00	\$ 68.88	\$ 13,776.00	\$ 146.31	\$ 29,262.00	\$ 151.00	\$ 30,200.00	\$ 150.00	\$ 30,000.00
45630020	ADJUSTING SANITARY SEWERS, OVER 8-INCH DIAMETER	FOOT	200	\$ 77.00	\$ 15,400.00	\$ 50.00	\$ 10,000.00	\$ 55.00	\$ 11,000.00	\$ 72.38	\$ 14,476.00	\$ 174.19	\$ 34,838.00	\$ 174.00	\$ 34,800.00	\$ 174.00	\$ 34,800.00
45640000	PIPE HYDRANT TO BE REMOVED	EACH	8	\$ 500.00	\$ 4,000.00	\$ 200.00	\$ 800.00	\$ 250.00	\$ 2,000.00	\$ 300.00	\$ 2,400.00	\$ 350.00	\$ 2,800.00	\$ 400.00	\$ 3,200.00	\$ 450.00	\$ 3,600.00
45640020	PIPE HYDRANT WITH AUXILIARY VALVE AND VALVE BOX	EACH	8	\$ 5,000.00	\$ 40,000.00	\$ 3,000.00	\$ 24,000.00	\$ 3,500.00	\$ 28,000.00	\$ 4,111.22	\$ 32,889.76	\$ 5,488.12	\$ 43,905.36	\$ 4,212.00	\$ 33,696.00	\$ 6,700.00	\$ 53,400.00
46000100	CATCH BASINS, TYPE A, 4' DIAMETER, TYPE 1 FRAME, OPEN END	EACH	1	\$ 2,500.00	\$ 2,500.00	\$ 3,200.00	\$ 3,200.00	\$ 3,275.00	\$ 3,275.00	\$ 2,780.00	\$ 2,780.00	\$ 2,332.28	\$ 2,332.28	\$ 3,000.00	\$ 3,000.00	\$ 2,500.00	\$ 2,500.00
46020100	CATCH BASINS, TYPE A, 4' DIAMETER, TYPE 1 FRAME, OPEN END WITH FLAT TOP SLAB	EACH	1	\$ 2,500.00	\$ 2,500.00	\$ 3,100.00	\$ 3,100.00	\$ 3,225.00	\$ 3,225.00	\$ 2,780.00	\$ 2,780.00	\$ 2,332.28	\$ 2,332.28	\$ 3,000.00	\$ 3,000.00	\$ 2,500.00	\$ 2,500.00
46020200	CATCH BASINS, TYPE A, 4' DIAMETER, TYPE 1 FRAME, OPEN END WITH FLAT TOP SLAB AND 2 FOOT SUMP	EACH	2	\$ 3,000.00	\$ 6,000.00	\$ 4,000.00	\$ 8,000.00	\$ 4,400.00	\$ 8,800.00	\$ 4,400.00	\$ 8,800.00	\$ 3,800.00	\$ 7,600.00	\$ 3,800.00	\$ 7,600.00	\$ 3,800.00	\$ 7,600.00
46024200	INLETS, TYPE A, TYPE 1 FRAME, OPEN END	EACH	1	\$ 1,100.00	\$ 1,100.00	\$ 1,000.00	\$ 1,000.00	\$ 1,425.00	\$ 1,425.00	\$ 1,750.00	\$ 1,750.00	\$ 1,298.00	\$ 1,298.00	\$ 1,600.00	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00
46024300	INLETS, TYPE A, TYPE 1 FRAME, OPEN END WITH FLAT TOP SLAB	EACH	1	\$ 1,100.00	\$ 1,100.00	\$ 900.00	\$ 900.00	\$ 1,225.00	\$ 1,225.00	\$ 1,750.00	\$ 1,750.00	\$ 1,298.00	\$ 1,298.00	\$ 1,600.00	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00
46024800	VALVE VALVES, TYPE A, 4' DIAMETER, TYPE 1 FRAME, CLOSED END, SPECIAL	EACH	5	\$ 2,200.00	\$ 11,000.00	\$ 2,000.00	\$ 10,000.00	\$ 2,200.00	\$ 11,000.00	\$ 4,145.00	\$ 20,725.00	\$ 2,697.45	\$ 13,487.25	\$ 3,000.00	\$ 15,000.00	\$ 3,500.00	\$ 17,500.00
46024900	VALVE VALVES, TYPE A, 6' DIAMETER, TYPE 1 FRAME, CLOSED END, SPECIAL	EACH	8	\$ 2,700.00	\$ 21,600.00	\$ 2,700.00	\$ 21,600.00	\$ 2,800.00	\$ 22,400.00	\$ 2,800.00	\$ 22,400.00	\$ 3,624.86	\$ 29,098.88	\$ 4,000.00	\$ 32,000.00	\$ 4,000.00	\$ 32,000.00
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Project Location Map

**REQUEST FOR BOARD ACTION
Committee of the Whole
February 12, 2018**

Subject:	2018 Watermain Replacement and Roadway Rehabilitation Project Construction Engineering Services
Action Requested:	Approval of a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. for Phase 3 – Construction Observation Services for the Village’s 2018 Westminster Way Watermain and Roadway Rehabilitation Project in an Amount not to Exceed \$142,495.00 (Village of Lincolnshire)
Originated By/Contact:	Wally Dittrich, P.E., Assistant Public Works Director/Village Engineer
Referred To:	Mayor and Board of Trustees

Summary / Background:

In 2017, the Village issues a request for qualifications for both the design of the Westminster Way Watermain and Roadway Rehabilitation Project as well as the provision of construction observation services. As Christopher B. Burke Engineering, Ltd. completed the design plans for this project, their staff is very familiar with the project requirements and are in the best position to provide the Village with construction observation services. These services include serving as the village on-site representative to ensure all work is being completed in accordance with the plans and specifications, measuring and verifying the quantities of material installed on the project, troubleshooting any issues that arise in the field during construction and coordinating the contractors work schedule and progress. Christopher B. Burke Engineering, Ltd. will also complete the required documentation for the Village to use MFT funds, perform material testing for the paving operations, and ensure all IEPA testing requirements are met for the watermain portions of the work. Christopher B. Burke Engineering, Ltd. will directly oversee the construction of the project with support from public works staff as necessary. All communications with the contractor and residents will go through the resident engineer provided by Christopher B. Burke Engineering, Ltd. so that any issues can be addressed consistently and timely. Christopher B. Burke Engineering, Ltd. will also facilitate a public meeting in advance of the construction and will be responsible for providing updates to residents throughout the duration of the project.

The proposal from Christopher B. Burke Engineering, Ltd. is for an amount not to exceed \$142,495.00.

Budget Impact:

The Village’s Fiscal Year 2018 Budget has allocated funds for these services.

Service Delivery Impact:

No Change

Recommendation:

Staff recommends approval of the contract.

Reports and Documents Attached:

- Construction Engineering Agreement

Meeting History	
Initial Referral to Village Board (COW):	February 12, 2018
Regular Village Board Meeting:	February 26, 2018



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

November 28, 2017

Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069

Attention: Wally Dittrich
Assistant Public Works Director / Village Engineer

Subject: Proposal for Construction Engineering Services
Westminster Way / Sutton Court Water Main Improvements

Dear Mr. Dittrich:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit our proposal to perform professional construction engineering services for the Village of Lincolnshire. Included in this proposal is our Understanding of the Assignment, Scope of Services, and Estimate of Fee.

This proposal demonstrates our extensive and specialized experience that has made us a leader in these types of assignments. We have successfully completed phase III observation on watermain improvements in nearby municipalities and have demonstrated our capabilities with this work.

Mr. W. Daniel Crosson, PE will be the point of contact for this proposal. Dan is very familiar with the project site and will be CBBEL's Project Manager for this project.

The material provided in this proposal represents our ability and eagerness to perform the required services for the Village. We trust that it will demonstrate our understanding of the project and our expertise to perform the upcoming assignment. The CBBEL project team looks forward to working with the Village and is committed to completing the work to your satisfaction and within the required time schedule.

UNDERSTANDING OF THE ASSIGNMENT

We understand the Village intends to move forward with the above referenced project designed by CBBEL. The project features installation of approximately 1,892 LF of 12" watermain and 1,355 LF of 8" watermain. The work is located on Westminster Way, Sutton Court, and Somerset Lane, in the Village of Lincolnshire.

Resident/Business Notification and Access

CBBEL understands that providing a liaison to keep the residents informed of construction activities will be of the utmost importance to the success of the project. The Resident Engineer must be adept at communicating with residents affected by the construction as it pertains to the disruption of utility services (water, sewer, gas, etc.), daily access to driveways and on-street parking, road closures and

detours, construction traffic to the residents and businesses in the Tri-state International Park and associated noise and dust, coordination of garbage pickup and mail delivery, re-routing of school bus routes (if required) and the conveyance of general information regarding construction activities and their impacts on the residents' daily life. On previous projects, CBBEL has maintained a website that residents can access for updates on traffic staging, traffic control, and project timeliness, and we can provide this service if the Village requests.

Traffic Control and Protection

Traffic control will need to be monitored on a regular basis to ensure that the traffic control devices are properly installed and operating properly. CBBEL shall perform the following:

- Notify the area residents and businesses prior to the placement of the detour.
- Perform one detailed daytime inspection per week and two detailed nighttime inspections per month. These inspections shall be recorded on BC 726 – Traffic Control Inspection Report (or a format acceptable to the Village) and delivered to the Public Works on a weekly basis.
- In addition, the Resident Engineer will drive through the jobsite daily and document the drive through in the project diary.

If major deficiencies are observed, the Resident Engineer will notify the contractor immediately and insure that the contractor takes the appropriate actions as outlined in the contract documents

Coordination with Utilities

On any project containing the underground utility installation within a residential/commercial area, the existing utilities must be given special consideration. CBBEL has provided services on many residential projects requiring utility relocation and will assist the Village in any way possible to facilitate the relocation.

Additionally, gas services are often problematic on stormwater projects. CBBEL will work with the contractor to identify any problem services prior to the pavement removal.

CBBEL will also review the proposed underground work and its proximity to any existing utilities prior to the start of those operations. We will work with the Village, contractor, and utility to provide a cost effective and timely solution if required.

Construction Issues

Pre-Construction:

1. Review the contractor's schedule for compliance with any milestones and/or restrictions found in the contract documents. CBBEL will review the schedule for constructability to insure that the work is being completed in a logical sequence.
2. Prepare all project files prior to the start of construction. This shall include reviewing all applicable construction inspectors' checklists found in IDOT's Construction Manual to anticipate any issues that may arise during construction.
3. Review the plans and specifications and identify any potential issues or conflicts that can be resolved prior to construction. This will assist in avoiding unnecessary delays and change orders.

Construction:

1. Prior to construction of curb and gutter, we will verify that the proposed driveways have positive drainage.

2. Monitor and track the contractor's actual progress versus his schedule on a weekly basis to insure they will complete the work on-time. This will assist the Resident Engineer in anticipating any potential conflicts that could delay the work and work with the Contractor to expedite the completion of the project.

Funding and Documentation

Our Construction Engineering staff follows IDOT's guidelines for documentation and material inspection for all of our projects. This allows the Resident Engineer to provide necessary information regarding cost or schedule to the Village throughout construction. Following IDOT's guidelines also facilitates a timely project close-out.

SCOPE OF SERVICES

Task 1 – Construction Observation:

Task 1.1 – Shop Drawing Review

1. Check and approve, or reject and request resubmittal of, any submittals made by the contractor for compliance with the contract documents.
2. Shop Drawings and Contractor Submittals:
 - a. Record data received, maintain a file of drawings and submissions, and check construction for compliance with them.
 - b. Review Contractor's submittals for compliance with contract documents. Notify the Village of any deviations or substitutions. With the notification, provide the Village with a recommendation for acceptance or denial, and request direction from the Village regarding the deviation or substitution.

Task 1.2 – Observation

LAYOUT VERIFICATION AND/OR CONSTRUCTION LAYOUT

1. Verify initial geometric controls.
2. If the contractor is responsible for construction staking, perform periodic measurements to assure the contractor's construction staking and construction layout is accurate per plans.
3. Provide construction layout, if required.

CONSTRUCTION OBSERVATION

1. Observe the progress and quality of the executed work. Determine if the work is proceeding in accordance with the Contract Documents. CBBEL shall keep the Village informed of the progress of the work, guard the Village against defects and deficiencies in the work, and advise the Village of all observed deficiencies of the work and disapprove or reject all work failing to conform to the Contract Documents.
2. Provide extensive on-site observations of the work in progress and field checks of materials and equipment through a Resident Engineer and Inspector (if necessary), who shall:
 - Serve as the Village's liaison with the contractor working principally through the contractor's field superintendent.
 - Be present whenever the contractor is performing work on-site, associated with the project.
 - Cooperate with the contractor in dealing with the various local agencies and utility companies having jurisdiction over the Project in order to complete service connections to public utilities and facilities.

- Record names, addresses and telephone numbers of all contractors, subcontractors, and major material suppliers.
 - Attend all construction conferences. Arrange a schedule of weekly progress meetings and other job conferences as required. Maintain and circulate copies of records of the meetings.
 - Review contractor's progress on a weekly basis and update the progress schedule. Compare actual progress to the contractor's approved schedule. If the project falls 14 calendar days behind schedule, work with the contractor to determine the appropriate course of action to get back on schedule. The contractor is required to submit a revised schedule for approval prior to further payments being made.
 - Maintain orderly files of correspondence, reports of job meetings, shop drawings and other submissions, RFI responses, original contract documents including all addenda, change orders and additional drawings issued subsequent to the award of the contract.
 - Prepare any RFC's needed as construction proceeds. Once the contractor submits a proposal, assist the Village in their review and provide a recommendation.
3. Determine if the project has been completed in accordance with the contract documents and if the contractor has fulfilled all obligations.
 4. Except upon written instruction of the Village, the Resident Engineer or Inspector shall not authorize any deviation from the Contract Documents.
 5. Alert the Contractor's field superintendent when materials or equipment are being installed before approval of shop drawings or samples, where such are required, and advise the Village when it is necessary to disapprove work as failing to conform to the Contract Documents.
 6. Discuss the truck routes with the Contractor and monitor that the identified routes are being used.
 7. All CBEL personnel and their sub-consultants will comply with the Village's current safety guidelines.

CONSTRUCTION DOCUMENTATION

1. Keep an inspector's daily report book and project diary in the Village's format, recording hours on the job site, weather conditions, general and specific observations, daily activities, quantities placed, inspections, decisions, and list of visiting officials, as outlined in IDOT's Construction Manual. Additionally, prepare photo documentation of construction to be submitted in both hard and digital formatting.
2. Prepare payment requisitions and change orders. Review applications for payment with the Contractor for compliance with established submission procedure and forward them with recommendations to the Village. Maintain a Change Management Plan logging all decisions and approved changes of scope and budget.
3. Schedule any material testing through the Village's Consultant at the frequency required by IDOT's QC/QA provisions. Also obtain and document all material inspection received from the Contractor as outlined in the Project Procedures Guide of IDOT's Construction Manual.
4. Prepare a monthly written update to the Village summarizing the Project status, costs and schedule.
5. Review and coordinate response to any RFI from the Contractor in a timely manner and maintain a separate file for each request.

Task 1.3 – Area Resident and Business Concerns

The Resident Engineer will be responsible for keeping the public aware of the construction activities, as required. This will include, but not limited to, notification of construction starting, detours and/or road closures, access limitations, and disruption of water, sewer, and gas service. The RE will also be

available throughout the construction project to address any questions or concerns area residents and/or businesses may have. Our policy is to respond to all questions or concerns within one business day.

Task 1.4 – Erosion Control Inspection

As required by the provisions of the NPDES Permit Number ILR10, CBBEL's Resident Engineer will designate an environmental specialist to inspect all erosion control measures installed during construction to insure they are in accordance with the Storm Water Pollution Prevention Plan (SWPPP). They will perform this inspection weekly and generate a report detailing any deficiencies that need to be addressed. This report will be given to the Contractor, as well as the Village.

Task 1.5 – QA Material Testing

CBBEL will provide material inspection services through our sub-consultant Testing Service Corporation (TSC) of Carol Stream, IL. TSC will complete the Quality Assurance (QA) material testing as required at the site and QA testing at the plants.

Task 1.6 – Traffic Control Inspection

Perform barricade checks as outlined in Section 700: Work Zone Traffic Control of IDOT's Construction Manual. At a minimum, CBBEL shall perform the following:

- One detailed daytime inspection per week and two detailed nighttime inspections per month. These inspections shall be recorded on a format in accordance with Village policy or Form BC 726, Traffic Control Inspection Report.
- In addition, the Resident Engineer will drive through the jobsite daily and document the drive through in the project diary.
- If traffic control is in place during the proposed winter shutdown, two drive-throughs per week will be performed.

If major deficiencies are observed, the Resident Engineer will notify the contractor immediately and insure that the contractor takes the appropriate actions as outlined in the contract documents.

Task 1.7 – Post-Construction

1. Prior to final inspection, submit to the Contractor a list of observed items requiring correction and verify that each correction has been made.
2. Conduct final inspection with the Village and prepare a final list of items to be corrected.
3. Verify that all items on the final list have been corrected and make recommendations to the Village concerning acceptance.
4. Prepare final pay estimate and change order for the Village's approval.
5. Verify all necessary material inspection has been received and documented.
6. Submit the job box to the Village with all pertinent project information.

ESTIMATE OF FEE

Based on the above Scope of Services, our Estimate of Fee is detailed further in the attached CBBEL Work Effort.

We will bill you at the hourly rates specified on the attached Schedule of Charges and establish our contract in accordance with the attached General Terms and Conditions. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are not included in the fee estimate. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. Please note that any requested meetings or additional services are not included in the preceding fee estimate and will be billed at the attached hourly rates.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE
President

Encl. CBBEL Work Effort
Schedule of Charges
General Terms and Conditions

THIS PROPOSAL, SCHEDULE OF CHARGES AND GENERAL TERMS AND CONDITIONS ACCEPTED FOR THE VILLAGE OF LINCOLNSHIRE.

BY: _____

TITLE: _____

DATE: _____

CBBEL WORK EFFORT
Village of Lincolnshire
Westminster Way / Sutton Court Watermain Improvements

Task	Rate	Personnel & Hours					Total Hours	% of Hours	Total Cost
		Project Manager	Engineer IV						
Task 1		\$232.00	\$155.00						
Task 1.1	Construction Observation								
Task 1.1	Shop Drawing Review	0	20			20	2.3%	\$ 3,100.00	
Task 1.2	Observation	10	735			745	87.1%	\$ 116,245.00	
Task 1.3	Area Resident & Business Concerns	0	10			10	1.2%	\$ 1,550.00	
Task 1.4	Erosion Control Inspection	0	20			20	2.3%	\$ 3,100.00	
Task 1.5	QA Material Testing	0	0			0	0.0%	\$ -	
Task 1.6	Traffic Control Inspection	0	20			20	2.3%	\$ 3,100.00	
Task 1.7	Post Construction	0	40			40	4.7%	\$ 6,200.00	
	Subtotal	10	845			855			
	% of Hours	1.2%	98.8%			0.0%			
	Total Cost	\$ 2,320.00	\$ 130,975.00	\$		\$ 133,295.00		\$ 133,295.00	
	Direct Costs						*	\$ 5,200.00	
	Material Testing							\$ 4,000.00	
	Total Cost							\$ 142,495.00	

* Cost based upon a 80 working day duration from March 1, 2018 to July 1, 2018.

** Vehicle usage at \$65/day.

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
JANUARY, 2017

<u>Personnel</u>	<u>Charges*</u> <u>(\$/Hr)</u>
Principal	257
Engineer VI	232
Engineer V	191
Engineer IV	155
Engineer III	140
Engineer I/II	110
Survey V	213
Survey IV	180
Survey III	157
Survey II	115
Survey I	90
Engineering Technician V	182
Engineering Technician IV	148
Engineering Technician III	133
Engineering Technician I/II	115
CAD Manager	161
Assistant CAD Manager	140
CAD II	140
CAD I	108
GIS Specialist III	135
GIS Specialist I/II	78
Landscape Architect	155
Environmental Resource Specialist V	200
Environmental Resource Specialist IV	155
Environmental Resource Specialist III	128
Environmental Resource Specialist I/II	105
Environmental Resource Technician	105
Administrative	98
Engineering Intern	59
Information Technician III	118
Information Technician I/II	107
 <u>Direct Costs</u>	
Outside Copies, Blueprints, Messenger, Delivery Services, Mileage	Cost + 12%

*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2017.

CHRISTOPHER B. BURKE ENGINEERING, LTD.
GENERAL TERMS AND CONDITIONS

1. Relationship Between Engineer and Client: Christopher B. Burke Engineering, Ltd. (Engineer) shall serve as Client's professional engineer consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and as such the Engineer is an independent contractor in the performance of this Agreement and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client. Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Client or Engineer.

Furthermore, causes of action between the parties to this Agreement pertaining to acts of failures to act shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of substantial completion.

2. Responsibility of the Engineer: Engineer will strive to perform services under this Agreement in accordance with generally accepted and currently recognized engineering practices and principles, and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise.

Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.

3. Changes: Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
4. Suspension of Services: Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. Client, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the

resumptions of the services upon expiration of the Suspension of Services Order. Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.

5. Termination: This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. Documents Delivered to Client: Drawings, specifications, reports, and any other Project Documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be delivered to the Client for the use of the Client. Engineer shall have the right to retain originals of all Project Documents and drawings for its files. Furthermore, it is understood and agreed that the Project Documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use in the construction of this Project. These Project Documents are and shall remain the property of the Engineer. The Client may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

When and if record drawings are to be provided by the Engineer, Client understands that information used in the preparation of record drawings is provided by others and Engineer is not responsible for accuracy, completeness, nor sufficiency of such information. Client also understands that the level of detail illustrated by record drawings will generally be the same as the level of detail illustrated by the design drawing used for project construction. If additional detail is requested by the Client to be included on the record drawings, then the Client understands and agrees that the Engineer will be due additional compensation for additional services.

It is also understood and agreed that because of the possibility that information and data delivered in machine readable form may be altered, whether inadvertently or otherwise, the Engineer reserves the right to retain the original tapes/disks and to remove from copies provided to the Client all identification reflecting the involvement of the Engineer in their preparation. The Engineer also reserves the right to retain hard copy originals of all Project Documentation delivered to the Client in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Client understands that the automated conversion of information and data from the system and format used by the Engineer to an alternate system or format cannot be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event Project Documentation provided to the Client in machine readable form is so converted, the Client agrees to assume all risks associated therewith and, to the fullest

extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection therewith.

The Client recognizes that changes or modifications to the Engineer's instruments of professional service introduced by anyone other than the Engineer may result in adverse consequences which the Engineer can neither predict nor control. Therefore, and in consideration of the Engineer's agreement to deliver its instruments of professional service in machine readable form, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by others of the machine readable information and data provided by the Engineer under this Agreement. The foregoing indemnification applies, without limitation, to any use of the Project Documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by the Engineer.

7. Reuse of Documents: All Project Documents including but not limited to reports, opinions of probable costs, drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use on the Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.

The Engineer shall have the right to include representations of the design of the Project, including photographs of the exterior and interior, among the Engineer's promotional and professional materials. The Engineer's materials shall not include the Client's confidential and proprietary information if the Client has previously advised the Engineer in writing of the specific information considered by the Client to be confidential and proprietary.

8. Standard of Practice: The Engineer will strive to conduct services under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions as of the date of this Agreement.
9. Compliance With Laws: The Engineer will strive to exercise usual and customary professional care in his/her efforts to comply with those laws, codes, ordinance and regulations which are in effect as of the date of this Agreement.

With specific respect to prescribed requirements of the Americans with Disabilities Act of 1990 or certified state or local accessibility regulations (ADA), Client understands ADA is a civil rights legislation and that interpretation of ADA is a legal issue and not a design issue and, accordingly, retention of legal counsel (by Client) for purposes of interpretation is advisable. As such and with respect to ADA, Client agrees to waive any action against Engineer, and to indemnify and defend Engineer against any claim arising from Engineer's alleged failure to meet ADA requirements prescribed.

Further to the law and code compliance, the Client understands that the Engineer will strive to provide designs in accordance with the prevailing Standards of Practice as previously set forth, but that the Engineer does not warrant that any reviewing agency having jurisdiction will not for its own purposes comment, request changes and/or additions to such designs. In the event such design requests are made by a reviewing agency, but which do not exist in the form of a written regulation, ordinance or other similar document as published by the reviewing agency, then such design changes (at substantial variance from the intended design developed by the Engineer), if effected and incorporated into the project documents by the Engineer, shall be considered as Supplementary Task(s) to the Engineer's Scope of Service and compensated for accordingly.

10. Indemnification: Engineer shall indemnify and hold harmless Client up to the amount of this contract fee (for services) from loss or expense, including reasonable attorney's fees for claims for personal injury (including death) or property damage to the extent caused by the sole negligent act, error or omission of Engineer.

Client shall indemnify and hold harmless Engineer under this Agreement, from loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties), which caused the personal injury or property damage.

Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reasons of the services rendered under this Agreement.

11. Opinions of Probable Cost: Since Engineer has no control over the cost of labor, materials or equipment, or over the Contractor(s) method of determining process, or over competitive bidding or market conditions, his/her opinions of probable Project Construction Cost provided for herein are to be made on the basis of his/her experience and qualifications and represent his/her judgement as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposal, bids or the Construction Cost will not vary from opinions of probable construction cost prepared by him/her. If prior to the Bidding or Negotiating Phase, Client wishes greater accuracy as to the Construction Cost, the Client shall employ an independent cost estimator Consultant for the purpose of obtaining a second construction cost opinion independent from Engineer.
12. Governing Law & Dispute Resolutions: This Agreement shall be governed by and construed in accordance with Articles previously set forth by (Item 9 of) this Agreement, together with the laws of the **State of Illinois**.

Any claim, dispute or other matter in question arising out of or related to this Agreement, which can not be mutually resolved by the parties of this Agreement, shall be subject to mediation as a condition precedent to arbitration (if arbitration is agreed upon by the parties of this Agreement) or the institution of legal or equitable proceedings by either party. If such matter relates to or is the subject of a lien arising out of the Engineer's services, the Engineer may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by arbitration.

The Client and Engineer shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Requests for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. The request may be made concurrently with the filing of a demand for arbitration but, in such event, mediation shall proceed in advance of arbitration or legal or equitable proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

13. Successors and Assigns: The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns: provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
14. Waiver of Contract Breach: The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
15. Entire Understanding of Agreement: This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void & without effect to the extent they conflict with the terms of this Agreement.
16. Amendment: This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".

17. Severability of Invalid Provisions: If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
18. Force Majeure: Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control including but not limited to acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
19. Subcontracts: Engineer may subcontract portions of the work, but each subcontractor must be approved by Client in writing.
20. Access and Permits: Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by Engineer toward assisting Client in such access, permits or approvals, if Engineer perform such services.
21. Designation of Authorized Representative: Each party (to this Agreement) shall designate one or more persons to act with authority in its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.
22. Notices: Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
23. Limit of Liability: The Client and the Engineer have discussed the risks, rewards, and benefits of the project and the Engineer's total fee for services. In recognition of the relative risks and benefits of the Project to both the Client and the Engineer, the risks have been allocated such that the Client agrees that to the fullest extent permitted by law, the Engineer's total aggregate liability to the Client for any and all injuries, claims, costs, losses, expenses, damages of any nature whatsoever or claim expenses arising out of this Agreement from any cause or causes, including attorney's fees and costs, and expert witness fees and costs, shall not exceed the total Engineer's fee for professional engineering services rendered on this project as made part of this Agreement. Such causes included but are not limited to the Engineer's negligence, errors, omissions, strict liability or breach of contract. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

24. Client's Responsibilities: The Client agrees to provide full information regarding requirements for and about the Project, including a program which shall set forth the Client's objectives, schedule, constraints, criteria, special equipment, systems and site requirements.

The Client agrees to furnish and pay for all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including auditing services which the Client may require to verify the Contractor's Application for Payment or to ascertain how or for what purpose the Contractor has used the money paid by or on behalf of the Client.

The Client agrees to require the Contractor, to the fullest extent permitted by law, to indemnify, hold harmless, and defend the Engineer, its consultants, and the employees and agents of any of them from and against any and all claims, suits, demands, liabilities, losses, damages, and costs ("Losses"), including but not limited to costs of defense, arising in whole or in part out of the negligence of the Contractor, its subcontractors, the officers, employees, agents, and subcontractors of any of them, or anyone for whose acts any of them may be liable, regardless of whether or not such Losses are caused in part by a party indemnified hereunder. Specifically excluded from the foregoing are Losses arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, and the giving of or failure to give directions by the Engineer, its consultants, and the agents and employees of any of them, provided such giving or failure to give is the primary cause of Loss. The Client also agrees to require the Contractor to provide to the Engineer the required certificate of insurance.

The Client further agrees to require the Contractor to name the Engineer, its agents and consultants as additional insureds on the Contractor's policy or policies of comprehensive or commercial general liability insurance. Such insurance shall include products and completed operations and contractual liability coverages, shall be primary and noncontributing with any insurance maintained by the Engineer or its agents and consultants, and shall provide that the Engineer be given thirty days, unqualified written notice prior to any cancellation thereof.

In the event the foregoing requirements, or any of them, are not established by the Client and met by the Contractor, the Client agrees to indemnify and hold harmless the Engineer, its employees, agents, and consultants from and against any and all Losses which would have been indemnified and insured against by the Contractor, but were not.

When Contract Documents prepared under the Scope of Services of this contract require insurance(s) to be provided, obtained and/or otherwise maintained by the Contractor, the Client agrees to be wholly responsible for setting forth any and all such insurance requirements. Furthermore, any document provided for Client review by the Engineer under this Contract related to such insurance(s) shall be considered as sample insurance requirements and not the recommendation of the Engineer. Client agrees to have their own risk management department review any and all insurance requirements for adequacy and to determine specific types of insurance(s) required for the project. Client further agrees that decisions concerning types and amounts of insurance are

specific to the project and shall be the product of the Client. As such, any and all insurance requirements made part of Contract Documents prepared by the Engineer are not to be considered the Engineer's recommendation, and the Client shall make the final decision regarding insurance requirements.

25. Information Provided by Others: The Engineer shall indicate to the Client the information needed for rendering of the services of this Agreement. The Client shall provide to the Engineer such information as is available to the Client and the Client's consultants and contractors, and the Engineer shall be entitled to rely upon the accuracy and completeness thereof. The Client recognizes that it is impossible for the Engineer to assure the accuracy, completeness and sufficiency of such information, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the Client is providing. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer and the Engineer's subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the Client to the Engineer.

26. Payment: Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. The client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law, whichever is the lesser) until paid. Client further agrees to pay Engineer's cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees, as well as costs attributed to suspension of services accordingly and as follows:

Collection Costs. In the event legal action is necessary to enforce the payment provisions of this Agreement, the Engineer shall be entitled to collect from the Client any judgement or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by the Engineer in connection therewith and, in addition, the reasonable value of the Engineer's time and expenses spent in connection with such collection action, computed at the Engineer's prevailing fee schedule and expense policies.

Suspension of Services. If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Engineer may suspend performance of services upon five (5) calendar days' notice to the Client. The Engineer shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Client will reimburse Engineer for all associated costs as previously set forth in (Item 4 of) this Agreement.

27. When construction observation tasks are part of the service to be performed by the Engineer under this Agreement, the Client will include the following clause in the construction contract documents and Client agrees not to modify or delete it:

Kotecki Waiver. Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation claims under the Illinois Structural Work Act, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and to the fullest extent permitted by law, agrees to indemnify and hold harmless and defend Owner and Engineer and their agents, employees and consultants (the "Indemnitees") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnitees may sustain as a result of such claims, except to the extent that Illinois law prohibits indemnity for the Indemnitees' own negligence. The Owner and Engineer are designated and recognized as explicit third party beneficiaries of the Kotecki Waiver within the general contract and all subcontracts entered into in furtherance of the general contract.

28. Job Site Safety/Supervision & Construction Observation: The Engineer shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Client agrees that the Contractor shall supervise and direct the work efficiently with his/her best skill and attention; and that the Contractor shall be solely responsible for the means, methods, techniques, sequences and procedures of construction and safety at the job site. The Client agrees and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client further agrees that the Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work; and that the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby. The Engineer shall have no authority to stop the work of the Contractor or the work of any subcontractor on the project.

When construction observation services are included in the Scope of Services, the Engineer shall visit the site at intervals appropriate to the stage of the Contractor's operation, or as otherwise agreed to by the Client and the Engineer to: 1) become generally familiar with and to keep the Client informed about the progress and quality of the Work; 2) to strive to bring to the Client's attention defects and deficiencies in the Work and; 3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. If the Client desires more extensive project observation, the Client shall request that such services be provided by the Engineer as Additional and Supplemental Construction Observation Services in accordance with the terms of this Agreement.

The Engineer shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The Engineer does not guarantee the performance of the

Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

When municipal review services are included in the Scope of Services, the Engineer (acting on behalf of the municipality), when acting in good faith in the discharge of its duties, shall not thereby render itself liable personally and is, to the maximum extent permitted by law, relieved from all liability for any damage that may accrue to persons or property by reason of any act or omission in the discharge of its duties. Any suit brought against the Engineer which involve the acts or omissions performed by it in the enforcement of any provisions of the Client's rules, regulation and/or ordinance shall be defended by the Client until final termination of the proceedings. The Engineer shall be entitled to all defenses and municipal immunities that are, or would be, available to the Client.

29. Insurance and Indemnification: The Engineer and the Client understand and agree that the Client will contractually require the Contractor to defend and indemnify the Engineer and/or any subconsultants from any claims arising from the Work. The Engineer and the Client further understand and agree that the Client will contractually require the Contractor to procure commercial general liability insurance naming the Engineer as an additional named insured with respect to the work. The Contractor shall provide to the Client certificates of insurance evidencing that the contractually required insurance coverage has been procured. However, the Contractor's failure to provide the Client with the requisite certificates of insurance shall not constitute a waiver of this provision by the Engineer.

The Client and Engineer waive all rights against each other and against the Contractor and consultants, agents and employees of each of them for damages to the extent covered by property insurance during construction. The Client and Engineer each shall require similar waivers from the Contractor, consultants, agents and persons or entities awarded separate contracts administered under the Client's own forces.

30. Hazardous Materials/Pollutants: Unless otherwise provided by this Agreement, the Engineer and Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials/pollutants in any form at the Project site, including but not limited to mold/mildew, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic/hazardous/pollutant type substances.

Furthermore, Client understands that the presence of mold/mildew and the like are results of prolonged or repeated exposure to moisture and the lack of corrective action. Client also understands that corrective action is a operation, maintenance and repair activity for which the Engineer is not responsible.



TESTING SERVICE CORPORATION

Corporate Office

360 South Main Place, Carol Stream, IL 60188-2404
630.462.2600 • Fax 630.653.2988

November 16, 2017

Ms. Julie Cahill
Christopher B. Burke Engineering, Ltd.
9575 West Higgins Road Suite 600
Rosemont, IL 60018-4920

RE: P.N. 59,867
Construction Material Engineering
Westminster Way/ Sutton Court
Lincolnshire, IL

Dear Ms. Cahill:

Per your request, Testing Service Corporation (TSC) is pleased to submit this proposal to provide the Construction Materials Engineering Services that will be requested by you for the above referenced project. The broad objectives of our work will be to conduct and interpret tests and report our findings as directed by Christopher B. Burke Engineering, Ltd.

TSC is staffed and equipped to provide any of the following services that may be ordered by you:

- **Field Quality Control Services**
 - Observe proof-rolling operations.
 - Recommend amount of undercut using IDOT cone penetrometer procedure.
 - Perform in-place density tests on engineered fill/backfill and granular base course
 - Test plastic concrete for slump, air content, temperature, unit weight and cast test cylinders.
 - Establish rolling pattern for bituminous concrete pavement mix with nuclear density gauge.
 - Pickup samples in the field for laboratory tests.
- **Bituminous Concrete Batch Plant Quality Control Services**
 - Daily hot bin and extraction analysis.
 - Sampling and testing of stockpile materials.
 - Check and adjust mixing formulas, as necessary.
 - Check temperatures of bitumen, drum and final mix.
 - Mold Marshall samples and check for stability and flow or determine density of Prepared (HMA) specimen by means of Gyratory Compactor.
 - Other tests as required by current IDOT procedures guide.
- **Portland Cement Concrete Batch Plant Quality Control Services**
 - Verify that current IDOT mix design is being used.
 - Check moisture content of fine aggregate.
 - Perform sieve analysis on stockpiled materials, as required by IDOT criteria.
 - Check the slump, air and temperature of final mix.
 - Other tests, as required by current IDOT procedure guide.

- **Laboratory**
 - Perform laboratory compaction curve for each soil type used.
 - Determine density and thickness for core samples submitted by contractor.
 - Aggregate gradation and soundness analysis.
 - Perform compressive and flexural strength tests for concrete cylinders and beams.
 - Other tests, as required.
- **QA Manager Services**
 - Review test results performed by our technicians in accordance with IDOT specification
 - Monitor and schedule site visits to test 20% of the total quantities for HMA and PCC mixes
 - Complete the necessary paperwork for PCC and HMA testing and electronically submit them to IDOT and your office.

TSC's field technicians are represented by Local 150 of the International Union of Operating Engineers. Supervision of the testing, observation and reporting is provided by a Registered Professional Engineer. Reports will generally be issued on a weekly basis as work progresses. Invoices will be issued monthly, subsequent to the reporting period.

A budget amount of Four Thousand Dollars (\$4,000.00) is recommended for your project. This estimate is based on a review of plans and specifications provided by Christopher B. Burke Engineering, Ltd. and prior experience on similar projects. TSC's itemized estimate is included in the "Assumptions and Estimated Fee" portion of this proposal. Factors such as weather, contractor efficiency and deviations from minimum testing and observation requirements may significantly impact the CME budget. Our fee is further subject to this proposal being accepted by you on or before December 31, 2017.

The Services performed by TSC under this proposal are subject to prevailing wage regulations under Illinois law. Prevailing wage rates are established in June by the State of Illinois. Should the established wage be changed between the time of this proposal and the time of work, it will be necessary to revise this proposal so that the rates required by law are properly reflected. Prevailing wage categories are defined as follows:

Material Tester I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

Material Tester II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete and concrete and asphalt batch plants, adjusting proportions of bituminous mixtures.

TSC's fees include TSC's services being performed subject to the attached General Conditions which are incorporated herein. Unless we receive written instructions to the contrary, invoices will be sent to:

Ms. Julie Cahill
Christopher B. Burke Engineering, Ltd.
9575 West Higgins Road Suite 600
Rosemont, IL 60018-4920
Tel: (847) 823-0500
Fax: (847) 823-0520
email: jcahill@cbbel.com

Christopher B. Burke Engineering, Ltd.
P.N. 59,867 - November 16, 2017

When completing the attached project data form, kindly indicate who is to receive copies of TSC's report and other project data.

Your consideration of our proposal is appreciated. We look forward to being of service to you on this project.

Respectfully Submitted

TESTING SERVICE CORPORATION



Jeffrey R. Schmitz P.E.
Project Engineer

JRS:lm

Enc: General Conditions
 Project Data Sheet

Approved and accepted for _____ by:

(NAME)

(TITLE)

(DATE)

SCHEDULE OF CHARGES

ITEM I FIELD SERVICES

A. Material Tester I	Per Hour:	\$ 112.50
B. Material Tester II	Per Hour:	\$ 112.50
C. IDOT QC/QA Level III BIT or PCC	Per Hour:	\$ 125.00

CME Technician classification includes IDOT BIT/PCC and QC/QA Certified Technicians. The time is portal-to-portal from the office servicing the project. Increase hourly rate by 1.3 for over 8.0 hours per day or Saturday . Increase hourly rate by 1.5 for Sunday or Holiday work. The minimum trip charge for 0 to 4 hours is four (4) hours and for 4 to 8 hours is eight (8) hours Monday through Friday and eight (8) hours on Saturday and Sunday.

Engineering services for summary report preparation are invoiced at the Graduate Engineer Rate.

D. Transportation, Light Vehicle	Per Mile:	\$ 0.60
E. Use of Nuclear Moisture/Density Gauge	Per Day:	\$ 35.00
F. Pickup Concrete Test Samples	Per Trip:	\$ 90.00

ITEM II LABORATORY SERVICES

A. Soils

1. Compaction Curve to establish the maximum dry unit weight and optimum water content		
a. Modified (AASHTO T180, ASTM D1557)	Each:	\$ 190.00
b. Standard(AASHTO T99, ASTM D698)	Each:	\$ 180.00
c. Add for Methods B, C, or D	Each:	\$ 18.00
2. Thin-Walled Tube Samples		
a. Combined Water Content & Dry Unit Weight Determination	Each:	\$ 18.00
b. Unconfined Compressive Strength	Each:	\$ 12.00

B. Portland Cement Concrete/Aggregates

1. Concrete Test Cylinders (6"x12")		
a. Compressive Strength	Each:	\$ 17.50
b. Spares/Handling Charge	Each:	\$ 17.50
c. Trim End of Specimen When Necessary	Each:	\$ 30.00

2. Concrete Test Cylinders (4"x8")		
a. Compressive Strength	Each:	\$ 17.50
b. Spares/Handling Charge	Each:	\$ 17.50
c. Trim End of Specimen When Necessary	Each:	\$ 30.00
3. Sieve Analysis		
a. Unwashed	Each:	\$ 68.50
b. Washed	Each:	\$ 90.00
C. Bituminous Concrete		
1. Extraction Analysis		
a. Unwashed	Each:	\$ 185.00
b. Washed	Each:	\$ 205.00
2. Compaction of Bituminous Mixture by Gyratory Methods and Bulk Specific Gravity Test	Set of Two	\$ 185.00
3. Theoretical Maximum Specific Gravity of Paving Mixture	Each:	\$ 90.00
4. Calibration of Ignition Oven for Asphalt Content by IDOT Methods:	Each:	\$ 650.00
5. Determining Asphalt Content by Ignition Oven:	Each:	\$ 100.00
6. Determining Asphalt Content by Ignition Oven and Washed Gradation:	Each:	\$ 175.00
7. Bulk Density of Core Specimens	Each:	\$ 45.00

ITEM III CONSULTATION AND REPORT PREPARATION

A. Registered Professional Engineer, Principal	Per Hour:	\$ 200.00
B. Registered Professional Engineer	Per Hour:	\$ 160.00
C. Graduate Civil Engineer	Per Hour:	\$ 140.00
D. Transportation		
1. Light Vehicle	Per Mile:	\$ 0.60
2. Public Transportation		Cost + 10%

The above rates are valid through December 31, 2017.

ASSUMPTIONS & ESTIMATED FEE

The following estimate is based on review of materials quantities provided by the Christopher B. Burke Engineering, Ltd. and the Illinois Department of Transportation's Project Procedures Guide. At the time this estimate was prepared the contractor's schedule was not available. The unit prices used below are based on our current cost structure.

Portland Cement Concrete/Field					
Item No.	ITEMS	Unit	Quantity	Unit Price	Amount
1	Material Tester I	Hour	8.0	112.50	\$ 900.00
2	Material Tester I, Overtime	Hour		146.25	\$ 0.00
3	Travel, Light Vehicle	Mile	120	0.60	\$ 72.00
4	Pickup Test Samples	Each	2	90.00	\$ 180.00
5	Concrete Test Cylinders (6"x 12")	Each	8	17.50	\$ 140.00
6	Concrete Test Cylinders (4"x 8")	Each		17.50	\$ 0.00
7	Sieve Analysis, Aggregate	Each		90.00	\$ 0.00
Sub-Total:					\$ 1,292.00

Estimate Basis: Two site visits to test and sample concrete placed for sidewalks and combination curb and gutter.

Bituminous Concrete/Field					
Item No.	ITEMS	Unit	Quantity	Unit Price	Amount
1	Material Tester I	Hour	16.0	112.50	\$ 1,800.00
2	Material Tester I, Overtime	Hour		146.25	\$ 0.00
3	Travel, Light Vehicle	Mile	240	0.60	\$ 144.00
4	Pickup Test Samples	Each		90.00	\$ 0.00
5	Nuclear Moisture Density Gauge	Day	4	35.00	\$ 140.00
6	Bituminous Concrete Extraction Analysis	Each		185.00	\$ 0.00
7	Compaction of Bituminous Mixture by Gyratory Methods and Bulk Specific Gravity Test	Set of Two		185.00	\$ 0.00
8	Density of Core Sample	Each		45.00	\$ 0.00
Sub-Total:					\$ 2,084.00

Estimate Basis: Four site visits to monitor the compaction of HMA mixes placed for N50 binder, N50 surface, N70 binder and N70 surface courses.

Christopher B. Burke Engineering, Ltd.
P.N. 59,867 - November 16, 2017

Project Coordination & Report Preparation					
Item No.	ITEMS	Unit	Quantity	Unit Price	Amount
1	Project Engineer	Hour	4	140.00	\$ 560.00
2	QA Manager	Hour	0	100.00	\$ 0.00
Sub-Total:					\$ 560.00

TSC's base fee schedule includes up to three copies of each report.

Estimated Total: \$ 3,936.00

RECOMMENDED BUDGET: \$ 4,000.00

**REQUEST FOR BOARD ACTION
Committee of the Whole
February 12, 2018**

Subject: Resolution for Maintenance of Streets and Highways

Action Requested: Discussion of a Resolution for Maintenance of Streets and Highways by Municipality under the Illinois Highway Code - January 1, 2018 to December 31, 2018 (Village of Lincolnshire)

Originated By/Contact: Wally Dittrich, P.E., Assistant Public Works Director/Village Engineer

Referred To: Mayor and Board of Trustees

Summary / Background:

The proposed resolution allocates \$175,000 from the Village's Motor Fuel Tax Fund (MFT) to this year's street resurfacing project. The Village's Fiscal Year 2018 Budget allocates a total of \$390,000 for the 2018 Road Projects; of which \$215,000 will come from the General Capital Fund. The Village is required to adopt a similar resolution each year in order to expend money from the MFT account. The Village anticipates receiving a total of \$175,000.00 in revenue for the MFT fund during Fiscal Year 2018.

IDOT has reviewed and approved the contract documents that were utilized for the bidding. Work is anticipated to begin in late March and will be completed by mid-July. The project includes watermain replacement on Westminster Way/Sutton Court and, resurfacing, curb repair, and storm sewer repairs along Westminster Way, Sutton Court, and Sommerset Lane

Budget Impact:

<u>Funding</u>		<u>Expenditures</u>	
General Fund	\$215,000	Road Improvements	\$ 390,000
MFT Fund	\$175,000	Watermain replacement	\$ 1,300,000
Water & Sewer Fund	<u>\$1,300,000</u>	Total Construction Cost	\$ 1,690,000
Total Allocated Funds	\$1,690,000	Construction Engineering	\$143,000
		Total Project Cost	\$ 1,833,000

Service Delivery Impact:

No Change

Recommendation:

Staff requests the Village Board place this item on the Consent Agenda for the February 26th Regular Village Board Meeting.

Reports and Documents Attached:

- ***Resolution for Maintenance of Streets and Highways, Bureau of Local Roads Form 14220***
- ***Municipal Estimate of Maintenance Costs, Bureau of Local Roads Form 14231***
- ***Project Location Map***

Meeting History	
Initial Referral to Village Board (COW):	February 13, 2017
Regular Village Board Meeting:	February 27, 2017



Resolution for Maintenance Under the Illinois Highway Code



Resolution Number, Resolution Type (Original), Section Number (18-00023-00-RS)

BE IT RESOLVED, by the President and Board of Trustees of the Village of Lincolnshire, Illinois that there is hereby appropriated the sum of One-Hundred seventy-five thousand Dollars (\$175,000.00)

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 01/01/18 to 12/31/18.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that Village of Lincolnshire shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Barbara Mastandrea, Clerk in and for said Village of Lincolnshire in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

President and Board of Trustees of Lincolnshire at a meeting held on 02/26/18.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this Day of Month, Year.

(SEAL)

Clerk Signature

APPROVED

Regional Engineer, Department of Transportation, Date

Instructions for BLR 14220

This form shall be used when a Local Public Agency (LPA) wants to perform maintenance operations using Motor Fuel Tax (MFT) funds. Refer to Chapter 14 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. This form is to be used by a Municipality or a County. Road Districts will use BLR 14221. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Resolution Number	Insert the resolution number as assigned by the LPA, if applicable.
Resolution Type	From the drop down box, choose the type of resolution: -Original would be used when passing a resolution for the first time for this project. -Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions. -Amended would be used when a previously passed resolution is being amended.
Section Number	Insert the section number of the improvement covered by the resolution.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Resolution Amount	Insert the dollar value of the resolution for maintenance to be paid for with MFT funds in words, followed by the same amount in numerical format in the ().
Beginning Date	Insert the beginning date of the maintenance period. Maintenance periods must be a 12 or 24 month consecutive period.
Ending Date	Insert the ending date of the maintenance period.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Name of Clerk	Insert the name of the LPA Clerk.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.
Day	Insert the day the Clerk signed the document.
Month, Year	Insert the month and year of the clerk's signature.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation representative shall sign and date here upon approval.

A minimum of four(4) certified signed originals must be submitted to the Regional Engineer's District office.

Following the Regional Engineer's approval, distribution will be as follows:

- Local Public Agency Clerk
- Engineer (Municipal, Consultant or County)
- District Compliance Review
- District File

Instructions for BLR 14231

This form shall be used when a Municipality wants to expend funds for a maintenance period. The maintenance estimate must include all operations to be funded with Motor Fuel Tax (MFT) funds. If operations are added during the maintenance period, a revised or supplemental estimate is required. All estimates of maintenance costs must be submitted to the district for approval prior to incurring any expenses. The amount of MFT funds expended on items covered in the estimate is limited to the amount of MFT funds appropriated in the maintenance resolution. IF rental equipment is included in the estimate, BLR 12110 must also be completed and submitted.

For additional information refer to the Bureau of Local Roads and Streets Manual (BLRS), Chapter 14. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

- Submittal Type From the drop down, choose Original (being submitted for the first time), Revised (revising a previously approved submittal), or Supplemental (addition to estimate(s) already approved).
- Local Public Agency Insert the name of the municipality.
- County Insert the name of the County in which the municipality is located.
- Maintenance Period
 - Beginning Insert the beginning date of the maintenance period. This must be 12 or 24 consecutive months. The dates must match those on the resolution.
 - Ending Insert the ending date of the maintenance period, following the above guidelines.

Estimated Cost of Maintenance Operations

To aid in determining quantities for maintenance operations, the LPA may develop their own spreadsheet containing the following information. IDOT does not provide a form for this purpose.

Location			Surface			Maintenance Operation			
Street/Road	From	To	Existing Type	Length	Width	No.	Description	Unit	Quantity

- Maintenance Operations List each maintenance operations with a consecutive operation number. If an operation is not listed MFT funds cannot be expended for that operation.
- Maint. Engineering Group From the drop down, select the group number that applies to the maintenance operation to be performed. All maintenance operations shall require one of the following group designations.
 - 1. Group I.** Services purchased without a proposal such as electrical energy or materials purchased from Central Management Services' Joint Purchasing Program (www.purchase.state.il.us) or another joint purchasing program that has been approved by the District BLRS or Central BLRS.
 - 2. Group II-A.** Routine maintenance or maintenance items that do not require competitive sealed bids according to section 12-1.02(a) or local ordinance/resolution.
 - 3. Group II-B.** Routine maintenance items that require competitive sealed bids according to Section 12-1.02(a) or a local ordinance/resolution. Routine maintenance includes all items in the following work categories: snow removal, street sweeping, lighting and traffic signal maintenance, cleaning ditches or drainage structures, tree trimming or removal, mowing, crack sealing, pavement marking, shoulder maintenance, limited amounts of CC&G repair, scour mitigation, pavement patching and minor drainage repairs.
 - 4. Group III.** Maintenance items that are not covered by Group I or IIB and require competitive bidding with a material proposal or a delivery and install proposal.
 - 5. Group IV.** Maintenance items that are not covered by Group I or IIB and require competitive bidding with a contract proposal.
- Insp Req. From the drop down, select 'Y' if the operation being performed requires an engineering inspection or 'N' if the operation does not need an engineering inspection.
- Item For Groups I, IIA, IIB (not performed by a formal contract), and III type operations list each item to be used in this maintenance operation. For Group IIB items being done by a formal contract and Group IV items list "by contract".
- Unit For Groups I, IIA, IIB (not performed by a formal contract), and III insert the unit of measure for each listed item.
- Quantity For Groups I, IIA, IIB (not performed by a formal contract), and III insert the estimated quantity for each listed item.
- Unit Price For Groups I, IIA, IIB (not performed by a formal contract), and III insert the estimated unit price for each listed item.
- Item Cost This is a calculated field, no entry is necessary. It calculates the quantity times the unit price.
- Est. Total Operation Cost For each operation listed, insert the total estimated cost of that operation.
- Total Estimated Maintenance Operation Cost This is a calculated field, no entry is necessary. It sums all the maintenance operations listed.

Estimated Cost of Maintenance Engineering

Preliminary Engineering	Insert the estimated cost for preliminary engineering. This will be calculated based on the maintenance engineering agreement.
Engineering Inspection	Insert the estimated cost of engineering inspection. This will be calculated based on the maintenance engineering agreement.
Material Testing	Insert the estimated cost of material testing, if applicable.
Advertising	Insert the estimated cost of advertising, if applicable.
Bridge Inspections	Insert the estimated cost of bridge inspections, if applicable. This will be calculated based on the engineering agreement.
Total Estimated Maintenance Engineering Costs	This is a calculated field, no entry is necessary. It sums all the maintenance engineering costs listed.

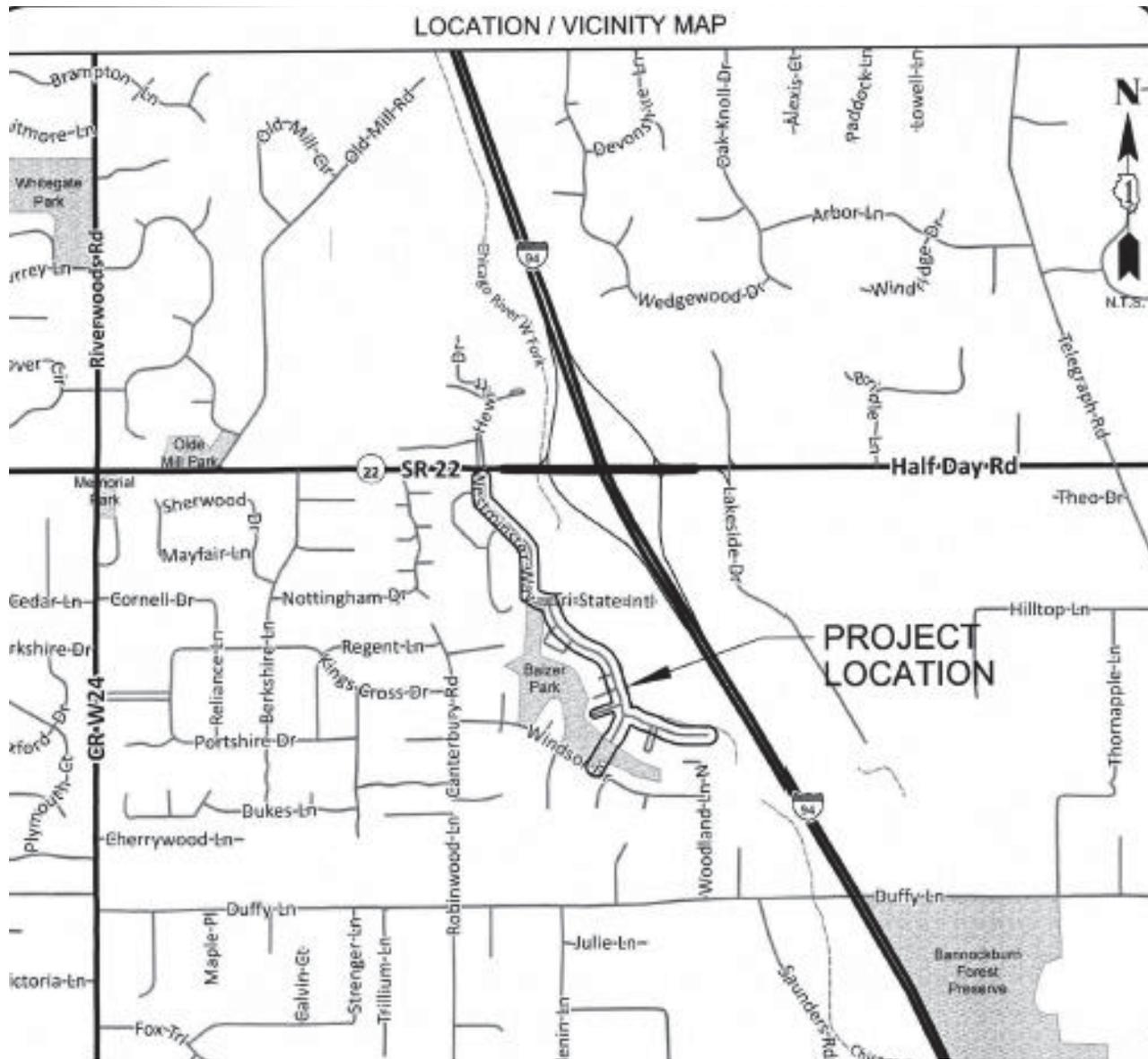
Maintenance Program Estimated Costs

Estimated Costs	For maintenance, insert the total estimated maintenance operation costs. For Maintenance Engineering, this will be automatically inserted based on the estimated engineering costs from the maintenance engineering table. The totals will automatically calculate.
MFT Portion	For each type insert the MFT funds estimated to be used for that type. The totals will automatically calculate.
Other Funds	For each type insert the amount of other funds estimated to be used for that type. The totals will automatically calculate.
Totals	This is a calculate field, no entry is necessary. It sums the total for estimated cost, MFT portion and other funds.
Submitted	The proper municipal official shall insert their title and date here.
Approved	Upon approval the Regional Engineer shall sign and date here.

A minimum of four (4) signed originals must be submitted to the Regional Engineer's District office.

Following the Regional Engineer's approval, distribution will be as follows:

- Municipal Clerk
- Engineer (Municipal or Consultant)
- District Compliance Review
- District File



Project Location Map

**REQUEST FOR BOARD ACTION
COMMITTEE-OF-THE-WHOLE
FEBRUARY 12, 2018**

Subject: Consideration of a Request to Authorize Purchase of Three Police Department Replacement Vehicles at a Cost of \$87,010.00 (Village of Lincolnshire)

Action Requested: Consideration of Recommendation and Advance purchase request to February 26, 2018 Regular Village Board Meeting Consent Agenda for Approval.

Originated By/Contact: Joseph Leonas, Chief of Police

Referred To: Village Board

Summary / Background:

The Village's FY 2018 Budget provides funding for the purchase of three (3) replacement vehicles for the Police Department. The Department plans to replace the Patrol Division's 2011 Ford Expedition (Squad 98), 2013 Ford Police Interceptor Sedan (Squad 103) and 2014 Ford Explorer (Squad 105). These vehicles have reached the end of their cost-effective service life (81,000+ miles).

Staff recommends purchase of two 2018 Ford Utility Police Interceptor AWD through the Suburban Purchasing Cooperative to replace Squads 98 and 103. Staff also recommends the purchase of one 2018 Ford F150 Truck to replace Squad 105 through the State of Illinois Government Pricing Contract.

The Suburban Purchasing Cooperative has awarded a contract for the 2018 Ford Utility Police Interceptor AWD to Currie Motors of Frankfort, Illinois. The Village of Lincolnshire may utilize the Suburban Purchasing Cooperative contract as a member of the Northwest Municipal Conference and given the vehicle purchase has been competitively bid. The base price for the Ford Interceptor is \$26,456.00. Including the desired options, the purchase price for each of these vehicles is \$28,615.00 with a total price of \$57,230.00 for both vehicles.

The Village of Lincolnshire is able to purchase the 2018 Ford F150 off the State of Illinois Government Pricing Contract without going out for formal bids. Morrow Brothers Ford of Greenfield, Illinois has been awarded the State Contract for the 2018 Ford F150. The base price for the Ford F150 is \$23,185.00. With the desired options, the total purchase price for this vehicle is \$29,780.00.

The total cost of purchasing all three vehicles will be \$87,010.00. The cost for vehicle retrofitting and marking is estimated to be \$26,375.00 from various vendors. The total cost for the three vehicles is projected to be \$113,385.00.

Budget Impact:

Sufficient funds (\$120,000) have been budgeted in the General Capital Fund for purchase in Fiscal Year 2018.

\$90,000 is allocated in the Motor Vehicle Replacement Account (#51-05-80-7001) for vehicle purchases.

\$30,000 is budgeted in the Equipment-Vehicle Retrofits Account (#51-05-80-3008) to cover the cost of transferring emergency equipment/lighting and vehicle markings.

Service Delivery Impact:

These vehicles will replace aging vehicles currently in the Police Department's fleet.

Recommendation:

Staff recommends approval of this purchase.

Reports and Documents Attached:

- Commander Watson's memo to Chief Leonas
- Suburban Purchasing Cooperative 2017 Ford Utility Police Interceptor AWD (SPC Contract #152)
- State of Illinois F150 Truck Government Pricing Contract

Meeting History	
Initial Referral to Village Board (COW):	February 12, 2018
Regular Village Board Meeting:	



Lincolnshire Police DEPARTMENT MEMORANDUM

TO: Chief Leonas

FROM: Commander Jamie Watson, 26

DATE: January 12, 2018

SUBJECT: Purchase of Police Vehicles – FY 2018 Capital Budget

In accordance with the Vehicle Replacement Guidelines previously approved by the Mayor and Board of Trustees, the Police Department is due to replace (3) police vehicle this fiscal year. The vehicle that is currently in service will be removed from patrol upon its replacement.

We recently received the State of Illinois Joint Purchasing Contract Award for the Police Pursuit Vehicles for 2018 model year through Currie Motors of Frankfort for the Ford Police Interceptor Utility and Morrow Brothers Ford of Greenfield for the Ford F-150. The Village of Lincolnshire is able to purchase off the state contract without going out for sealed bids.

Vehicle	Dealer	Unit Price	Total Cost
2 - 2018 Ford Interceptor Utility	Currie Motors	\$28,615.00	\$57,230.00
1 - 2018 Ford F150	Morrow Brothers Ford	\$29,780.00	<u>\$29,780.00</u>
Total			<u>\$87,010.00</u>

Currie Motors Fleet, 9423 W. Lincoln Hwy, Frankfort, IL 60423
Attn: Tom Sullivan 815-464-9200 815-464-7500 fax

Morrow Brothers Ford, Route 267 South, RR 2 Box 120, Greenfield IL 62044
Attn: Richie, 217-368-3037 217-368-3517 fax

Vehicle Upfitting	Vender	Unit Price	Total Cost
Upfit 1 Ford Utility	Lund Industries	\$7,100.00	\$7,100.00
Upfit 1 Ford Utility	Lund Industries	\$5,600.00	\$5,600.00
Upfit 1 Ford F150	Lund Industries	\$6,700.00	<u>\$6,700.00</u>
Total			\$19,400.00

Lund Industries, 3175 MacArthur, Northbrook IL 60062, 847-459-1460, 847-714-9443 fax

Vehicle Graphics	Vender	Unit Price	Total Cost
Stripe 2 Ford Utilities	Suburban Accent	\$575.00	\$1,150.00
Stripe 1 Ford F150	Suburban Accent	\$650.00	<u>\$ 650.00</u>
Total			<u>\$1,800.00</u>

Suburban Accent, 3701 Berdnick, Suite A, Rolling Meadows IL 60008, 847-776-7474

Upfit revisions to squad 110	Lund Industries	\$1,700.00	\$1,700.00
Upfit revisions to squad 111	Lund Industries	\$1,200.00	\$2,900.00
Stripe squad 110	Suburban Accent	\$ 575.00	<u>\$ 575.00</u>
Total			\$5,175.00

Total

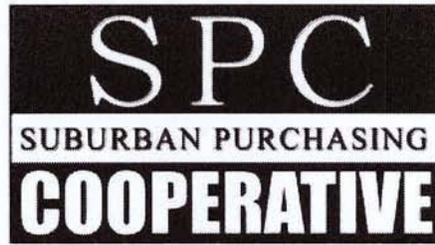
\$113,385.00

The two Ford Utilities will replace squad 103 (Ford Sedan) and Squad 105 (Ford Utility)

The Ford F-150 will take the place of the current vehicle assigned to the Community Service Officer (squad 111). Squad 111 will take the place of squad 98 and removed from police service.



 Jamie Watson, Commander



**2018 Ford Utility Police Interceptor AWD
Contract # 152**



Currie Motors Fleet

“Nice People To Do Business With”

Your Full-Line Municipal Dealer
www.CurrieFleet.com

ORDER CUTOFF: TBD





2018 Ford Utility Police Interceptor AWD
Contract # 152
\$26,456.00

3.7 TI-VCT V6 FFV
6-Speed Automatic
Rear recovery hooks
Independent front/rear suspension
Engine Oil Cooler
18.6 gallon fuel tank
Engine Hour Meter
220 Amp Alternator
78 Amp Hour Battery
Lower black body side cladding
Dual Exhaust
Black spoiler
Electric Power Assist Steering
Acoustic laminated windshield
18" Tires and Wheels
Fixed glass lift gate
Full Size Spare
AM/FM/CD
Roll curtain airbag
Safety Canopy W/Roll Over
Sensor
Anti-Lock Brakes With Advanced Trac
and traction control
LED tail lamps
2nd/3rd Row Privacy Glass
My Ford police cluster
Black Grill
Headlamps-LED Low Beam
Halogen Hi Beam
Lift Gate Release Switch - 45
Second Time out

Rearview Camera with Washer
All-Wheel Drive
Manual folding power mirror
Fold flat 60/40 rear vinyl bench
Single Zone Manual Climate
Control
Power Windows - 1 Touch
Up/Down
Power Locks
Cruise Control/Tilt Wheel
Calibrated Speedometer
Column Shift
Work Task Light red/white
Simple fleet key
Power Adjustable Pedals
Two-Way Radio Pre-Wire
Particulate air filter
Power Pig tail
Delivery within 30 Miles
Locking Glove Box

Standard Warranty:
Basic: 3 Years/ 36,000 Miles
Drivetrain: 5 Years/100,000 Miles
Corrosion: 5 Years/ Unlimited
Miles
Emissions: 8 Years/80,000 Miles
Roadside Assistance:
5 Years/60,000 Miles

Order Cutoff: TBD



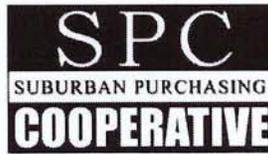
<input type="checkbox"/>	99T	3.5L V-6 Ecoboost® Engine (131 MPH top speed)	\$3130.00
<input type="checkbox"/>	41H	Engine block heater	\$86.00
<input type="checkbox"/>	86L	Auto Head Lamp Required With Silent Mode	\$109.00
<input checked="" type="checkbox"/>	43D	Dark car feature – Courtesy Lights Inop	\$19.00
<input type="checkbox"/>	43L	Silent Mode – Requires Day time Running Lights /Auto Lamp	\$19.00
<input type="checkbox"/>	942	Daytime Running Lights	\$42.00
<input checked="" type="checkbox"/>	17T	Dome lamp red/white cargo area	\$49.00
<input type="checkbox"/>	51Y	Spot Light Drivers Side Only - Incandescent	\$204.00
<input type="checkbox"/>	51Z	Dual Spot Lights (Driver/Passenger) Incandescent	\$334.00
<input type="checkbox"/>	51R	Spot Light Drivers Side LED Bulb - Unity	\$375.00
<input checked="" type="checkbox"/>	51T	Spot Light Drivers Side LED Bulb - Whelen	\$399.00
<input type="checkbox"/>	51S	Spot Light Dual LED Bulbs - Unity	\$589.00
<input type="checkbox"/>	51V	Spot Light Dual LED Bulbs - Whelen	\$632.00
<input type="checkbox"/>	51P	Spot Lamp Prep Kit; Driver side (does not include housing and bulb)	\$132.00
<input type="checkbox"/>	51W	Spot Lamp Prep Kit; Dual Side (does not include housing and bulbs)	\$266.00
<input type="checkbox"/>	21L	Front Auxiliary Light Red/Blue - requires option 60A	\$524.00
<input type="checkbox"/>	21W	Forward Indicator - Red/Blue Pocket Warning Light - requires option 60A(Located in Headlamp)	\$607.00
<input type="checkbox"/>	60A	Pre-wiring grill lamp, siren, speaker	\$49.00
<input type="checkbox"/>	63B	Side Marker LED - Red/Blue - Requires 60A	\$276.00
<input type="checkbox"/>	63L	Rear Quarter Glass Side Marker Lights - Red/Blue	\$546.00
<input type="checkbox"/>	92G	Glass-Solar Tint 2nd Row/Rear Quarter/Liftgate Window (Deletes Privacy Glass)	\$114.00
<input checked="" type="checkbox"/>	92R	Glass-Solar Tint 2nd Row Only, Privacy Glass on Rear Quarter and Liftgate Window	\$81.00
<input type="checkbox"/>	68Z	Roof rack side rails	\$148.00
<input type="checkbox"/>	76D	Deflector Plate (Eco Boost Only)	\$292.00
<input checked="" type="checkbox"/>	87R	Rear View Camera - Includes Electrochromic Rear View Mirror (replaces standard camera in center stack area)	N/C
<input checked="" type="checkbox"/>	53M	Sync® Basic – includes USB port and aux input jack	\$280.00
<input type="checkbox"/>	61R	Remappable (4) switches on steering wheel (less Sync)	\$148.00
<input type="checkbox"/>	61S	Remappable (4) switches on steering wheel (with Sync)	\$148.00
<input type="checkbox"/>	18W	Rear window power delete	\$24.00
<input type="checkbox"/>	68L	Rear-Door Handles Inoperable / Locks Operable	\$33.00
<input type="checkbox"/>	68G	Rear-Door Handles Inoperable / Locks Inoperable	\$33.00
<input type="checkbox"/>	52H	Hidden Door-Lock Plunger w/Rear-door Handles Op	\$132.00
<input type="checkbox"/>	52P	Hidden Door-Lock Plunger w/Read-door Handles Inop	\$153.00
<input type="checkbox"/>	16C	1st & 2nd Row Carpet Floor Covering (includes mats)	\$119.00
<input type="checkbox"/>	18D	Global Lock/Unlock (Disables Auto Lock on Rear Hatch)	24.00
<input type="checkbox"/>	87P	Power Passenger Seat (6-way) w/ manual recline/lumbar	\$309.00
<input type="checkbox"/>	85D	Front Console Plate-Delete (N/A w/ 67G, 67H, 67U, 85R)	N/C
<input type="checkbox"/>	85R	Rear Console Plate (N/A with 65U, 85D)	\$30.00



<input type="checkbox"/>	90D	Ballistic Door Panels – Level III Driver Front Only	\$1506.00
<input type="checkbox"/>	90E	Ballistic Door Panels – Level III Driver/Passenger Front	\$3012.00
<input type="checkbox"/>	90F	Ballistic Door Panels – Level IV Driver Front Only	\$2294.00
<input type="checkbox"/>	90G	Ballistic Door Panels – Level IV Driver/Passenger Front	\$4588.00
<input type="checkbox"/>	96W	Visor Light (requires rear console mounting plate N/A with interior Upgrade Package)	\$1159.00
<input type="checkbox"/>	96T	Rear Spoiler Traffic Light (requires 85R Rear Console Plate)	1330.00
<input checked="" type="checkbox"/>	55B	BLIS® Blind spot monitoring (includes manual heated mirrors)	\$517.00
<input type="checkbox"/>	19L	Lockable Gas Cap	\$17.00
<input type="checkbox"/>	549	Mirrors – Heated Sideview	\$58.00
<input type="checkbox"/>	593	Perimeter Anti-Theft Alarm – Requires key Fob (595)	\$114.00
<input type="checkbox"/>	55F	Keyless-4 Fobs (N/A with keyed alike)	\$322.00
<input checked="" type="checkbox"/>	76R	Reverse Sensing	\$261.00
<input checked="" type="checkbox"/>		Keyed Alike Code _____ Specify Current Key Alike Code	\$49.00
<input type="checkbox"/>	65L	18” 5-spoke full face wheel covers w/ metal clips	\$58.00
<input type="checkbox"/>	64E	18” painted aluminum wheels	\$451.00
<input type="checkbox"/>	17A	Aux Air Conditioning (N/A with 63V)	\$579.00
<input type="checkbox"/>	16D	Badge Delete	N/C
<input type="checkbox"/>	63V	Cargo Storage Vault - includes lockable door/compartiment light (N/A with 17A)	\$232.00
<input type="checkbox"/>	55D	Scuff Guards	\$67.00
<input type="checkbox"/>	60R	Noise Suppression Bonds (Ground Straps)	\$95.00
<input type="checkbox"/>	18X	100 Watt Siren/Speaker (includes bracket and pigtail)	\$285.00
<input type="checkbox"/>	43S	My Speed Fleet Management - allows admin to lower max vehicle speed and max audio volume / allows VMAX speed to be set in 5mph increments	\$58.00
<input type="checkbox"/>	52B	Enhanced PTU Cooler – requires EcoBoost® Engine	\$2779.00
<input type="checkbox"/>		Rustproof & Undercoating	\$395.00
<input checked="" type="checkbox"/>	47A	Engine Idle Control	\$385.00
<input type="checkbox"/>		4 Corner LED Strokes (aftermarket using 86P)	\$895.00
<input type="checkbox"/>		CD-Rom service manual	\$325.00
<input type="checkbox"/>		License and title fees M_____MP_____ (Includes Shipping)	\$203.00
<input type="checkbox"/>		Delivery greater than 50 miles of dealership	\$150.00

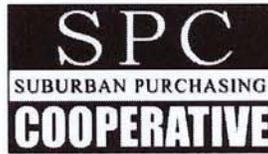
Optional Maintenance & Warranty Coverage:

<input type="checkbox"/>	ESP Extended Warranty Extra Care 5-Year 60,000 miles	\$1,620.00
<input type="checkbox"/>	ESP Extended Warranty Base Care -3 year/100,000 miles	\$1,215.00
<input type="checkbox"/>	ESP Extended Warranty Powertrain –6 year/100,000miles	\$1075.00
<input type="checkbox"/>	ESP Extended Warranty Base Care – 6 year/100,000miles	\$1255.00



Equipment Groups

<input type="checkbox"/>	Police Wire Harness Connector Kit – Front 47C For connectivity to Ford PI Package solutions includes: <ul style="list-style-type: none"> • (2) Male 4-pin connectors for siren • (5) Female 4-pin connectors for lighting/siren/speaker • (1) 4-pin IP connector for speakers • (1) 4-pin IP connector for siren controller connectivity • (1) 8-pin sealed connector • (1) 14-pin IP connector 	\$100.00
<input type="checkbox"/>	Police Wire Harness connector Kit – Rear 21P For connectivity to Ford PI Package solutions includes: <ul style="list-style-type: none"> • (1) 2-pin connector for rear lighting • (1) 2-pin connector • (6) Female 4-pin connectors • (6) Male 4-pin connectors • (1) 10-pin connector 	\$123.00
<input type="checkbox"/>	Police Interior Upgrade Package 65U Includes: 1st & 2nd Row Carpet Floor Covering, Rear Cloth Seats, Center Floor Console less shifter- includes console Deletes the standard console mounting plate Note: Not available with options 67G, 67H, 67U	\$371.00
<input type="checkbox"/>	Front Headlamp Lighting Solution 66A Includes: Base LED low beam/halogen high-beam with wig-wag function, 2-white LED side warning lights, wiring, LED lights included, controller NOT included. Note: Not available with 67H; recommend using 67G or 67U	\$809.00
<input checked="" type="checkbox"/>	Front Headlamp Housing Only 86P Pre-drilled side marker holes (does not include lights) Pre-molded side warning holes with twist lock capability (does not include lights)	\$119.00
<input type="checkbox"/>	Tail Lamp Lighting Solution 66B Includes: Base LED lights plus 2-rear integrated white LED side warning lights, wiring, controller NOT included, N/A with 67H	\$404.00
<input type="checkbox"/>	Rear Lighting Solution 66C Includes two backlit flashing LED lights (mounted to inside lift gate glass), two lift gate flashing LED lights (not available with Police Interceptor package 67H)	\$433.00
<input type="checkbox"/>	Tail Lamp Housing Only 86T Pre-existing holes with standard twist lock-sealed capability, does NOT include LED lights. N/A w/66B and 67H	\$53.00
<input type="checkbox"/>	Ultimate Wiring Package (n/a with Interior Upgrade Package) Includes the following: <ul style="list-style-type: none"> • Rear console mounting plate (85R)-contours through 2nd row; channel for wiring 	\$524.00



	<ul style="list-style-type: none"> • Pre-wiring for grille LED lights, siren and speaker (60A) • Wiring harness I/P to rear (overlay) • (2) light cables-supports up to (6) LED lights (engine compartment/grille) • (2) 50-amp battery and ground circuits in RH rear-quarter • (1) 10-amp siren/speaker circuit engine cargo area • Rear hatch/cargo area wiring-supports up to (6) rear LED lights <p>N/A with 65U, 67G, 67H</p>	
<input type="checkbox"/> 67G	<p>Cargo Wiring Upfit Package (n/a) with Interior Upgrade Package</p> <ul style="list-style-type: none"> • Rear Console Mounting Plate • Wiring overlay harness w/lighting & siren interface connections • Vehicle engine harness: 2-light connectors, 2-grill light connectors, 2-50 amp battery ground circuits in power junction box, 2-10 amp siren/speaker circuit • Whelen lighting PCC8R control head • Whelen PCC8R Light Relay Center • Whelen specific cable connects PCC8R to control head • Pre-wiring for grill lights siren and speaker <p>(not available with 65U 67H and 67U)</p>	\$1,272.00
<input type="checkbox"/> 67H	<p>Ready for the Road Package-not available with Interior Upgrade Package</p> <p>All-in Complete Package-Includes Police Interceptor Packages 66A 66B 66C plus</p> <ul style="list-style-type: none"> • Whelen Cencom light controller • Whelen Cencom relay center/siren amp with traffic advisor • Light controller/relay Cencom wiring • Grille LED Lights • 100 Watt Siren/Speaker • (9) I/O digital Serial Cable (console to cargo) • Hidden door lock plunger & rear door handles inop • Rear console mounting plate <p>(not available with 66A 66B 66C 67G 67U 65U)</p>	\$3,244.00

Vinyl Options

<input type="checkbox"/> 91A	<p>Two-Tone Vinyl Wrap - Package #1</p> <p>Roof & Right/left, front/rear doors vinyl - white only (Not available with: 91C, 91D, 91E, 91F, 91G, 91H, 91J)</p>	\$797.00
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<input type="checkbox"/>	Two-Tone Vinyl Wrap - Package #3 91C Roof & Right/left front doors only vinyl - white only (Not available with: 91A, 91D, 91E, 91F, 91G, 91H, 91J)	\$665.00
<input type="checkbox"/>	Two-Tone Vinyl – Roof white only 91H (Not available with: 91A, 91C)	\$466.00
<input type="checkbox"/>	Two-Tone Vinyl – LH/RH Front Doors white only 91J (Not available with: 91A, 91C, 91D, 91E, 91F, 91G)	\$290.00
<input type="checkbox"/>	Vinyl Word Wrap - POLICE (Non-Reflective) 91D White (YZ) lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91E, 91F, 91G, 91J	\$755.00
<input type="checkbox"/>	Vinyl Word Wrap - POLICE (Reflective) 91E Black lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91F, 91G, 91J	\$755.00
<input type="checkbox"/>	Vinyl Word Wrap - POLICE (Reflective) 91F White lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91E, 91G, 91J	\$755.00
<input type="checkbox"/>	Vinyl Word Wrap - SHERIFF (Non-Reflective) 91G White lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91E, 91F, 91J	\$755.00

Options – Exterior

<input type="checkbox"/>	BU	Medium Brown Metallic
<input type="checkbox"/>	E3	Arizona Beige Metallic Clearcoat
<input type="checkbox"/>	G1	Shadow Black
<input type="checkbox"/>	HG	Smokestone Metallic
<input type="checkbox"/>	J1	Kodiak Brown Metallic
<input type="checkbox"/>	JL	Dark Toreador Red Metallic
<input type="checkbox"/>	KR	Norsea Blue Metallic
<input type="checkbox"/>	LK	Dark Blue
<input type="checkbox"/>	LM	Royal Blue
<input type="checkbox"/>	LN	Light Blue Metallic
<input type="checkbox"/>	MM	Ultra Blue Metallic
<input type="checkbox"/>	FT	Blue
<input type="checkbox"/>	TN	Silver Grey Metallic
<input type="checkbox"/>	UJ	Sterling Grey Metallic
<input type="checkbox"/>	UX	Ingot Silver Metallic
<input type="checkbox"/>	YG	Medium Titanium Metallic
<input checked="" type="checkbox"/>	YZ	Oxford White
<input type="checkbox"/>	E4	Vermillion Red

Options – Interior

<input checked="" type="checkbox"/>	Charcoal Black w/vinyl rear	N/C
<input type="checkbox"/>	Charcoal Black w/cloth rear	\$51.00



Please enter the following:

Title Information : VILLAGE OF LINCOLNSHIRE
1 OLDE HALF DAY RD
LINCOLNSHIRE IL 60069

Contact Name JAMIE WATSON

Phone Number 847.883.9900

Purchase Order Number _____

Fleet Identification Number 871405

Tax Exempt Number E9995-7610-01

Total Dollar Amount \$57,230.00

Total Number of Units 2

Delivery Address 1 OLDE HALF DAY RD
LINCOLNSHIRE IL 60069

*Orders Require Signed Original Purchase Order and Tax Exempt Letter

Currie Motors Fleet
9423 W. Lincoln Hwy
Frankfort, IL 60423
PHONE: (815)464-9200
Tom Sullivan Curriefleet@gmail.com
Kristen De La Riva Fleetcurrie@gmail.com

*Fleet Status is accessible by registering at www.fleet.ford.com. Please provide FIN Code at time of order

WWW.MORROWBROTHERSFORDINC.COM

Route 267 South • RR 2 Box 120 • Greenfield, IL 62044

Phone (217) 368-3037 • Fax (217) 368-3517 • Toll Free 1-877-368-3038



**STATE OF ILLINOIS
F150 TRUCK
GOVERNMENT PRICING**

ORDERING AGENCY: LINCOLNSHIRE POLICE

CONTACT PERSON: JAMIE WATSON CELL: 847-883-9900

FORD FLEET # 871405 PURCHASE ORDER # _____

QUANTITY: 1 COST EACH: \$ 29,780.00

ADDRESS: 1 OLDE HALF DAY RD

CITY: LINCOLNSHIRE ZIP CODE: 60069 TAX EXEMPT # E9995-7612-07

PHONE: 847-883-9900 FAX: 847-883-9909 EMAIL: JWATSON@LINCOLNSHIREIL.GOV

TOTAL ORDER COST: \$ 29,780.00

SIGNATURE [Signature] TITLE COMMANDER

Morrow Brothers Ford Inc.
RR 2 Box 120
Greenfield, IL 62044

Phone # 1-217-368-3037
Fax # 1-217-368-3517
Email: richie@morrowbrothersfordinc.com

PLEASE SUBMIT THIS SIGNED FORM WITH ORDER

PAYMENT DUE UPON DELIVERY

2018 F150 STANDARD EQUIPMENT

MECHANICAL

- 3.3L V6 PFDI 290 HP (standard 4x2/4x4; NA with 157" or 163.7" WB)
- Electronic-Shift-On-the-Fly (ESOF) with 4x4
- Axle, Front – Independent Front Suspension (IFS)
- Brakes – 4-Wheel Disc with ABS
- Electronic Six-Speed Automatic Transmission with 3.3L V6
- Electronic Ten-Speed Automatic Transmission (standard w/3.5L V6 EcoBoost®, 2.7L V6 EcoBoost®, & 5.0L V8 engines)
- Fail-Safe Cooling
- Jack
- Electric Parking Brake
- Shock Absorbers, Gas – Heavy-Duty, Front and Rear
- Springs, Front – Coil
- Springs, Rear – Leaf, Two-Stage Variable Rate
- Stabilizer Bar, Front
- Steering – Power, Rack-and-Pinion
- 200 Amp Alternator

EXTERIOR

- Bumper and Fascia, Front – Black
- Bumper, Rear – Black
- Cargo Lamp – Integrated with 3rd Brake Light
- Easy Fuel® Capless Fuel-Filler
- Exhaust – Single Rear
- Fuel Tank
 - Standard Range 23 Gallon (Regular Cab and SuperCab)
 - Standard Range 26 Gallon (SuperCrew®)
- Fully Boxed Steel Frame
- 4 Hooks – Pickup Box Tie-Down
- 2 Front Tow Hooks (standard on 4x4)
- Mirrors, Sideview – Manual-folding, Manual Glass
- Spare Tire Carrier – Rear Under Frame
- Spare Tire/Wheel Lock
- Stone Cuffs, Front & Rear
- Tailgate – removable with key lock
- Tires
 - 245/70R 17 BSW all-season tires (A/S) BSW 4x2
 - 265/70R 17 OWL all/season/all-terrain tires (A/S A/T) 4x4
- Trailer Sway Control
- Wheels – 17" Silver Steel
- Wipers – Intermittent speed

INTERIOR / COMFORT

- Manual Windows and Door Locks
- Black Vinyl Floor Covering
- Cupholder, deployable – under 20% seat
- Dome Light
- AM/FM Stereo
- Gauges and Meters – Fuel, Oil Pressure, Transmission Temperature and Engine Coolant Temperature Gauges; Speedometer, Odometer, Tachometer
- Grab Handles
 - Front – A-Pillar, Driver and Passenger Side
 - Rear – B-Pillar (SuperCrew®)
- Horn – Dual-Note
- Manual Air Conditioning, Single Zone
- Outside Temperature Display
- Powerpoint 12V – Front
- Rearview Mirror, Day/Night
- Scuff Plate, Driver and Front-Passenger Doors
- Seat, 40/20/40 Vinyl
- Steering Wheel, Manual Tilt/Telescoping and Manual Locking
- Visor, Driver Side; Visor with Mirror, Passenger-Side

SAFETY / SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control™)
- Airbags
 - Driver and Passenger Front Airbags
 - Driver and Passenger Seat-Mounted Side Airbags
 - Safety Canopy® Side-Curtain Airbags (1st and 2nd row coverage)
- Halogen Headlamps
- Rear View Camera
- Seat Belts, Active Restraint System (ARS). Three-point Manual Lap/Shoulder Belts with Height Adjusters, Pretensioners & Energy Mgmt Retractors on Outside Front Positions. Includes Autolock Features for Child Seats
- Tire Pressure Monitoring System (TPMS)

DRIVER ASSIST TECHNOLOGY

- Autolamp – Auto On/Off Headlamps

2018 F150 CAB / POWERTRAIN / COLOR OPTIONS

F150 4x2 REGULAR CAB, 8' BED	CHARGE	SELECTION
• 290 HP V6 FFV with 6-Speed Automatic Transmission	\$19,990.00	<input type="checkbox"/>
• 325 HP EcoBoost® V6 with 10-Speed Automatic Transmission	\$20,970.00	<input type="checkbox"/>
• 375 HP EcoBoost® V6 with 10-Speed Automatic Transmission	\$22,490.00	<input type="checkbox"/>
• 395 HP V8 FFV with 10-Speed Automatic Transmission	\$21,990.00	<input type="checkbox"/>
• 4x4 Option	Add \$3,105.00	<input type="checkbox"/>

F150 4x2 SUPER CAB, 6'-6" BED	CHARGE	SELECTION
• 290 HP V6 FFV with 6-Speed Automatic Transmission	\$20,290.00	<input type="checkbox"/>
• 325 HP EcoBoost® V6 with 10-Speed Automatic Transmission	\$21,270.00	<input type="checkbox"/>
• 375 HP EcoBoost® V6 with 10-Speed Automatic Transmission	\$22,790.00	<input type="checkbox"/>
• 395 HP V8 FFV with 10-Speed Automatic Transmission	\$21,050.00	<input type="checkbox"/>
• 8' Bed Option (not available with 290 HP V6)	Add \$355.00	<input type="checkbox"/>
• 4x4 Option (4x4 on 8' Bed Super Cab Requires 375 HP V6 or 395 HP V8)	Add \$3,105.00	<input type="checkbox"/>

F150 4x2 CREW CAB, 5'-6" BED	CHARGE	SELECTION
• 290 HP V6 FFV with 6-Speed Automatic Transmission	\$22,370.00	<input type="checkbox"/>
• 325 HP EcoBoost® V6 with 10-Speed Automatic Transmission	\$23,280.00	<input type="checkbox"/>
• 375 HP EcoBoost® V6 with 10-Speed Automatic Transmission	\$24,970.00	<input type="checkbox"/>
• 395 HP V8 FFV with 10-Speed Automatic Transmission	\$23,185.00	<input checked="" type="checkbox"/>
• 6'-6" Bed Option (not available with 290 HP V6)	Add \$355.00	<input checked="" type="checkbox"/>
• 4x4 Option (4x4 on 6'-6" Bed Super Cab Requires 375 HP V6 or 395 HP V8)	Add \$3,105.00	<input checked="" type="checkbox"/>

EXTERIOR COLOR	PAINT CODE	CHARGE	SELECTION
Stone Gray Metallic	D1	\$0.00	<input type="checkbox"/>
Shadow Black	G1	\$0.00	<input type="checkbox"/>
Magnetic Metallic	J7	\$0.00	<input type="checkbox"/>
Blue Jeans Metallic	N1	\$0.00	<input type="checkbox"/>
Race Red	PQ	\$0.00	<input type="checkbox"/>
Lightning Blue Metallic	N6	\$0.00	<input type="checkbox"/>
Ingot Silver Metallic	UX	\$0.00	<input type="checkbox"/>
Oxford White	YZ	\$0.00	<input checked="" type="checkbox"/>
SPECIAL ORDER PAINT:			
School Bus Yellow	84S53	Add \$880.00	<input type="checkbox"/>
Omaha Orange	W5684E	Add \$880.00	<input type="checkbox"/>
Green Gem	W7515G	Add \$880.00	<input type="checkbox"/>

INTERIOR SEATING	SEATING	CHARGE	SELECTION
Vinyl 40/20/40 Front-Seat	Standard (AG)	\$0.00	<input type="checkbox"/>
Cloth 40/20/40 Front-Seat	Optional (CG)	Add \$30.00	<input type="checkbox"/>
Cloth 40/Console/40 Front-Seats with Flow-through Console	Optional (WG)	Add \$310.00	<input type="checkbox"/>
Cloth 40/blank/40 Front-Seats with center-section deleted	Optional (SG)	Add \$270.00	<input checked="" type="checkbox"/>

2018 F150 OPTIONAL EQUIPMENT

OPTIONAL EQUIPMENT	OPTION CODE	CHARGE	SELECTION
● E-Locking Rear Axle	XL	Add \$390.00	<input type="checkbox"/>
● Engine Block Heater	41H	Add \$90.00	<input type="checkbox"/>
● XL Power Equipment Group Power Windows, Power Door- Locks with Flip Key and Integrated Key Transmitter keyless-entry (includes Autolock), Power Tailgate Lock, Perimeter Alarm, Illuminated Entry, Manual-folding, Power Glass Sideview Mirrors	85A	Add \$1,080.00	<input checked="" type="checkbox"/>
● AM/FM with Single-CD	58B	Add \$290.00	<input checked="" type="checkbox"/>
● AM/FM Single-CD w/SiriusXM® Radio (incl. a 6-month prepaid subscription)	58C	Add \$490.00	<input type="checkbox"/>
● Bluetooth SYNC®	52P	Add \$440.00	<input checked="" type="checkbox"/>
● Cruise Control	50S	Add \$210.00	<input type="checkbox"/>
● XL Chrome Appearance Package: Chrome Bumpers, 17" Aluminum Wheels, Fog Lamps	86A	Add \$775.00	<input type="checkbox"/>
● CNG/Propane Gaseous Engine Prep Pack (req. V8 engine)	98G	Add \$330.00	<input type="checkbox"/>
● 53B Class IV Tow Pkg (incl. Trailer Tow Connector, 4-pin/7-pin wiring, Class IV trailer hitch receiver)	53B	Add \$90.00	<input type="checkbox"/>
● Integrated Trailer Brake Controller	67T	Add \$275.00	<input type="checkbox"/>
● 53A Tow Package (incl. 53B Content plus Upgraded Cooling and Stabilizer Bar)	53A	Add \$690.00	<input type="checkbox"/>
● Heavy-Duty Payload Package (req. 53A Trailer Tow Pkg. with 395 HP V8 engine)	627	Add \$1,580.00	<input type="checkbox"/>
● LT245/70R17E BSW all-terrain tires (A/T)	T7C	Add \$310.00	<input type="checkbox"/>
● Skid Plates (4x4 only)	413	Add \$150.00	<input type="checkbox"/>
● Grip Strut 7" Powder Coated Aluminum Running Boards	LVR	Add \$585.00	<input type="checkbox"/>
● Black Platform Running Boards	18B	Add \$280.00	<input checked="" type="checkbox"/>
● Box Side Steps	63S	Add \$325.00	<input type="checkbox"/>
● Tailgate Step (with Tailgate Lift Assist)	63T	Add \$375.00	<input type="checkbox"/>
● Manual-folding, Power Glass Sideview Mirrors with Heat, Turn Signal, Auto-Dimming Feature (Driver's Side), High-Intensity LED Security Approach Lamps, LED Sideview mirror Spotlights and Black Skull Caps (incl. interior auto-dimming rearview mirror) (req. 85A XL Power Equipment Group and Rear-Window, Fixed Privacy Glass with Defroster 924/57Q)	54R/59S	Add \$480.00	<input type="checkbox"/>
● Manual-folding, Manually Telescoping, Manual Glass Trailer Tow Mirrors with Black Skull Caps (NA with 290 HP V6 PFDI engine, 85A XL Power Equipment Group; req. 53A Trailer Tow Pkg.)	54M	Add \$110.00	<input type="checkbox"/>
● Manual-folding, Manually Telescoping, Power Glass Trailer Tow Mirrors with Heat, Turn Signal, High- Intensity LED Security Approach Lamps, LED Sideview mirror Spotlights and Black Skull Caps; req. 85A XL Power Equipment Group and 53A Trailer Tow Pkg. and Rear-Window, Fixed Privacy Glass with Defroster 924/57Q)	54Y/59S	Add \$580.00	<input type="checkbox"/>
● Rear-Window, Fixed Privacy Glass with Defroster	924/57Q	Add \$320.00	<input checked="" type="checkbox"/>
● Reverse Sensing System (requires Trailer Tow Pkg.)	76R	Add \$275.00	<input type="checkbox"/>
● Fog Lamps (incl. in 86A XL Chrome Appearance Pkg)	595	Add \$140.00	<input type="checkbox"/>
● Color-coordinated Carpeted Floor Covering	168	Add \$145.00	<input type="checkbox"/>
● Extended Range 36 Gallon Fuel Tank	655	Add \$455.00	<input type="checkbox"/>
● Spray-in Bedliner	96W	Add \$595.00	<input type="checkbox"/>
● Drop-in Bedliner	96P	Add \$395.00	<input checked="" type="checkbox"/>
● XL SSV (Special Service Vehicle) Package (req. 395 HP V8 or 375 HP V6 engine)	66S	Add \$50.00	<input type="checkbox"/>
● Backup Alarm System	85H	Add \$125.00	<input type="checkbox"/>
● Daytime Running Lamps (DRL)	942	Add \$45.00	<input type="checkbox"/>
● 4 Splash Guards, Body Molded	SPG	Add \$290.00	<input type="checkbox"/>
● Fire Extinguisher with Mount	FEM	Add \$170.00	<input type="checkbox"/>
● Extra Key, no Remote	KNR	Add \$60.00	<input checked="" type="checkbox"/>
● Extra Key with Remote	KWR	Add \$180.00	<input type="checkbox"/>
● Service Manual CD ROM	SCD	Add \$275.00	<input type="checkbox"/>
● New M, MP, Sheriff License and Title	LIC	Add \$175.00	<input type="checkbox"/>
● Transfer License and New Title	TLT	Add \$175.00	<input type="checkbox"/>
● Delivery Single Unit	DLI	Add \$275.00	<input type="checkbox"/>
● Delivery Multiple Units	DL+	Add \$225.00 each	<input type="checkbox"/>

2018 F150 OPTIONAL EQUIPMENT

LIFT GATE	CHARGE	SELECTION
• Thieman TT15ET Lift Gate (56" x 26" + 5" Steel Platform; 1500# Lift Capacity; Dual Drive Cylinder Lift; Rust Proof, Painted Black)	Add \$3,480.00	<input type="checkbox"/>
• Platform Size Upgrade (53" x 42" + 5")	Add \$290.00	<input type="checkbox"/>
• Aluminum Platform Upgrade	Add \$780.00	<input type="checkbox"/>

TOOL BOXES <i>(WeatherGuard)</i>	CHARGE	SELECTION
• Tread Plate Aluminum Cross Box	Add \$790.00	<input type="checkbox"/>

SAFETY LIGHTING <i>(includes all parts, labor, and installation)</i>	CHARGE	SELECTION
• WHELEN 4 Corner LED Vertex Kit	Add \$690.00	<input type="checkbox"/>
• WHELEN Century 16" LP LED Mini Bar	Add \$495.00	<input type="checkbox"/>
• ACARI No Holes Drilled Light Mount <i>(Required for Light Mounting)</i>	Add \$280.00	<input type="checkbox"/>
• WHELEN Liberty II Fully Populated 54" Super LED Light Bar (incl. Alley Lights, Work Lights, Traffic Advisor and Switch Control Center)	Add \$2,380.00	<input type="checkbox"/>
• Cab/Back Glass Protector	Add \$590.00	<input type="checkbox"/>

FIBERGLASS CAB-HIGH TOPPER	CHARGE	SELECTION
• Paint to Match, Clear-Coated, Tinted Sliding Side Windows, Picture Front Window, LED Third Brake Light, Dome Light, Key Locking, Clamps and Installation	Add \$2,490.00	<input type="checkbox"/>
• Lift-up Side Windows	Add \$270.00 pair	<input type="checkbox"/>
• Delete Side Windows	\$0.00	<input type="checkbox"/>
• Raised Roof Topper	Add \$480.00	<input type="checkbox"/>

FIBERGLASS BED COVER	CHARGE	SELECTION
• Paint to Match, Clear-Coated, Lift Assist Arms, Key Locking	Add \$2,390.00	<input type="checkbox"/>