



AGENDA
REGULAR VILLAGE BOARD MEETING
Village Hall – Board Room
Monday, January 28, 2019
7:00 p.m.

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. Regular Village Board Meetings will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Trustees to do so.

CALL TO ORDER

1.0 ROLL CALL

PLEDGE OF ALLEGIANCE

2.0 APPROVAL OF MINUTES

2.1 Approval of the January 14, 2019 Regular Village Board Meeting Minutes

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report

3.11 Acknowledgement of Recognition of Lincolnshire Police Department 2018 National Night Out Event by National Association of Town Watch

3.12 Swearing in Police Officer Nikki Megerle

3.2 Village Clerk's Report

3.3 Village Treasurer's Report

3.31 Revenues and Expenditures for the Month of December, 2018

3.4 Village Manager's Report

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on January 28, 2019 in the amount of \$418,884.82

5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on agenda items only)

6.0 PETITIONS AND COMMUNICATIONS

7.0 CONSENT AGENDA

Items on the Consent Agenda will be approved by one motion. If a Trustee wishes to discuss any item, it will be pulled from the Consent Agenda and discussed under "Unfinished Business".

7.1 Approval of an Extension to Tolling Agreement Related to the Illinois Municipal Investment Fund (IMET) (Village of Lincolnshire)

- 7.2 Approval 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 – 2018 and Authorizing the Destruction of Certain Audio Recordings of Closed Session Minutes (Village of Lincolnshire)
- 7.3 Approval of Qualifications-Based Selection Policy and Procedure for the Village of Lincolnshire (Village of Lincolnshire)
- 7.4 Approval of an Ordinance Amending Chapter 15 of Title 1 Comprehensive Fee Schedule of the Lincolnshire Village Code to Update Engineering Fees & Water Meter Fees (Village of Lincolnshire)

8.0 **ITEMS OF GENERAL BUSINESS**

8.1 Planning, Zoning & Land Use

- 8.11 Approval of a New Identification Building Wall Sign (Wipfli – 100 Tri-State International)

8.2 Finance and Administration

8.3 Public Works

8.4 Police

8.5 Parks and Recreation

8.6 Judiciary and Personnel

9.0 **REPORTS OF SPECIAL COMMITTEES**

10.0 **UNFINISHED BUSINESS**

11.0 **NEW BUSINESS**

12.0 **ADJOURNMENT**



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



MINUTES
REGULAR VILLAGE BOARD MEETING
Monday, January 14, 2019

Present:

Mayor Brandt	Trustee Harms Muth
Trustee Grujanac	Trustee Hancock
Trustee McDonough	Trustee Servi
Trustee Leider	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Chief of Police Leonas	Public Works Director Woodbury
Village Treasurer/Finance Director Peterson	Assistant Village Manager/Community & Economic Development Director Gilbertson
Planning & Development Manager Zozulya	Public Works Management Analyst Facchini
Assistant Public Works Director/Village Engineer Dittrich	

ROLL CALL

Mayor Brandt called the meeting to order at 7:00 p.m., and Village Clerk Mastandrea called the Roll.

Pledge of Allegiance

2.0 APPROVAL OF MINUTES

2.1 Approval of the December 18, 2018 Regular Village Board Meeting Minutes

Trustee Servi moved and Trustee Grujanac seconded the motion to approve the minutes of the Regular Village Board Meeting of December 18, 2018 as presented. The roll call vote was as follows: AYES: Trustees Servi, Grujanac, Harms Muth, and Leider. NAYS: None. ABSENT: Trustees McDonough and Hancock. ABSTAIN: None. Mayor Brandt declared the motion carried.

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report

3.11 Skate Night

Mayor Brandt noted Skate Night has been rescheduled to Friday, January 25th at North Park, 6 – 9 p.m. due to warm weather and invited all to attend.

3.2 Village Clerk's Report - None

3.3 Village Treasurer's Report

3.31 Revenues and Expenditures for the Month of November, 2018

Village Manager Burke noted the Revenue and Expenditure Summary is included in the Board packet; and all revenues and expenditures have been properly recorded for the month of November 2018.

3.4 Village Manager's Report - None

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on December 26, 2018 in the amount of \$261,801.16

Village Manger Burke noted this would be a ratification vote. This occurs when there is no Board Meeting but the bills are processed for payment.

Village Manager Burke provided a summary of the December 26, 2018 bills prelist presented for payment with the total being \$261,801.16. The total amount is based on \$96,811 for General Fund; \$97,012 for Water & Sewer Fund; \$8,405 for Water & Sewer Improvement Fund; \$1,491 for Vehicle Maintenance Fund; \$720 for Park Development Fund; and \$57,361 for General Capital Fund.

Trustee Leider moved and Trustee Servi seconded the motion to approve the bills prelist dated December 26, 2018 as presented. The roll call vote was as follows: AYES: Trustees Servi, Grujanac, Leider, and Harms Muth. NAYS: None. ABSENT: Trustees McDonough and Hancock. ABSTAIN: None. Mayor Brandt declared the motion carried.

4.2 Bills Presented for Payment on January 14, 2019 in the amount of \$698,122.53

Village Manager Burke provided a summary of the January 14, 2019 bills prelist presented for payment with the total being \$698,122.53. The total amount is based on \$332,791.80 for General Fund; \$239,010.77 for Water & Sewer Fund; \$8,521.29 for Water & Sewer Improvement Fund; \$26,607.51 for Vehicle Maintenance Fund; \$33,610.50 for E 911 Fund; \$5,087.50 for Park Development Fund; and \$52,493.16 for General Capital Fund.

Trustee Grujanac moved and Trustee Leider seconded the motion to approve the bills prelist dated January 14, 2019 as presented. The roll call vote was as follows: AYES: Trustees Servi, Grujanac, Leider, and Harms Muth. NAYS: None. ABSENT: Trustees McDonough and Hancock. ABSTAIN: None. Mayor Brandt declared the motion carried.

5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on agenda items only) - None

6.0 PETITIONS AND COMMUNICATIONS - None

7.0 CONSENT AGENDA

7.1 Approval of a Request for Chicago Rush North Shore Soccer to Obtain Field Usage Time as an Affiliate of the Lincolnshire Sports Association (Lincolnshire Sports Association)

7.2 Approval of Use of Village Streets by District 103 Parent-Teacher Organization for a May 18, 2019 5K Walk/Run (District 103 Parent-Teacher Organization)

Trustee Grujanac moved and Trustee Leider seconded the motion to approve the Consent Agenda. The roll call vote was as follows: AYES: Trustees Leider, Grujanac, Harms Muth, and Servi. NAYS: None. ABSENT: Trustees McDonough and Hancock. ABSTAIN: None. The Mayor declared the motion carried.

8.0 ITEMS OF GENERAL BUSINESS

- 8.1 Planning, Zoning & Land Use
- 8.2 Finance and Administration
- 8.3 Public Works
- 8.4 Police
- 8.5 Parks and Recreation
- 8.6 Judiciary and Personnel

9.0 REPORTS OF SPECIAL COMMITTEES

10.0 UNFINISHED BUSINESS

11.0 NEW BUSINESS

12.0 EXECUTIVE SESSION

13.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Leider seconded the motion to adjourn. The voice vote was unanimous and Mayor Brandt declared the meeting adjourned at 7:07 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk



VILLAGE OF LINCOLNSHIRE
REVENUE / EXPENSE BUDGET SUMMARY

PERIOD ENDING 12/31/2018
FISCAL YEAR 2018

	2017 Year-To-Date			2018 Year-To-Date		
	Revenue	Expense	OVER/(UNDER)	REVENUE	EXPENSE	OVER/(UNDER)
GENERAL FUND						
Revenue	12,202,829			12,436,997		
Administration		288,243			298,913	
Finance		324,365			323,683	
Police		4,113,530			3,150,663	
Community & Economic Dev.		1,048,712			1,034,010	
Insurance & Common		1,325,892			1,295,224	
PW: Administration		238,619			250,428	
PW: Streets		1,148,213			1,116,669	
PW: Parks & Open Space		1,362,751			1,301,501	
Buildings & Grounds		122,676			120,397	
Debt & Transfers		2,093,174			600,000	
TOTAL GENERAL FUND	\$ 12,202,829	\$ 12,066,175	\$ 136,654	\$ 12,436,997	\$ 9,491,489	\$ 2,945,508
ENTERPRISE FUNDS						
Water & Sewer Revenue	6,755,786			4,633,455		
Water & Sewer Administration		2,684,420			899,504	
Public Works Operating		3,678,365			3,543,596	
Water & Sewer Improvements	2,697,970	1,868,515		1,137,624	1,872,166	
TOTAL ENTERPRISE FUNDS	\$ 9,453,756	\$ 8,231,299	\$ 1,222,456	\$ 5,771,079	\$ 6,315,266	\$ (544,186)
NON-OPERATING FUNDS						
Motor Fuel Tax	189,972	335,000	(145,028)	198,338	175,000	23,338
Fraud Alcohol Drug Enforcement	18,345	36,630	(18,285)	8,961	6,214	2,746
Vehicle Maintenance	464,700	349,901	114,799	326,800	452,749	(125,949)
E-911	293,869	373,060	(79,191)	363,277	350,707	12,570
Park Development	1,516,505	62	1,516,443	1,175,655	580,131	595,524
Traffic Signals SSA	11	4,680	(4,669)	5	3,756	(3,752)
General Capital	893,128	1,266,648	(373,520)	24,363	936,742	(912,379)
TOTAL NON-OPERATING FUNDS	\$ 3,376,530	\$ 2,365,981	\$ 1,010,549	\$ 2,097,397	\$ 2,505,298	\$ (407,901)
TRUST FUNDS						
Police Pension Fund**	3,846,899	1,518,317	2,328,583	641,413	1,206,266	(564,853)
Sedgebrook SSA	1,181,986	1,155,968	26,018	1,183,879	1,157,143	26,737
TOTAL TRUST FUNDS	\$ 5,028,885	\$ 2,674,284	\$ 2,354,601	\$ 1,825,293	\$ 2,363,409	\$ (538,116)

**The Police Pension amounts are as of 11/30/2018.
The Pension Board contracts their accounting services;
which sometimes results in a reporting delay.

VILLAGE OF LINCOLNSHIRE
REVENUES AND EXPENSES BY FUND
December 31, 2018
100.0% of Fiscal Year is Complete

	Annual Budget	Year-to-Date	% Used	Significant Facts
GENERAL FUND				
REVENUES				
Taxes	11,090,000	10,954,336	98.8%	Sales Tax % of Budget 110.2%
				Local HR Sales Tax % of Budget 110.7%
				Food & Beverage % of Budget 100.5%
				Room & Admission % of Budget 111.5%
				Real Estate Transfer % of Budget 216.1%
Licenses & Fees	691,700	759,242	109.8%	Building Permit Fee Revenue \$232,519
				Bldg Permits % of Licenses & Fees 30.6%
Fines & Forfeitures	236,000	192,077	81.4%	
Allotments, Grants & Reimbursements	275,360	298,772	108.5%	
Miscellaneous	90,100	105,424	117.0%	
Other Income	80,000	127,146	158.9%	
TOTAL REVENUES	\$ 12,463,160	\$ 12,436,997	99.8%	
EXPENSES				
Personnel Expenses	264,890	272,527	102.9%	
Contractual Services	3,700	1,348	36.4%	
Other Charges	34,400	25,037	72.8%	
Administration	302,990	298,913	98.7%	
Personnel Expenses	302,960	300,784	99.3%	
Contractual Services	22,950	19,663	85.7%	
Other Charges	5,375	3,236	60.2%	
Finance	331,285	323,683	97.7%	
Personnel Expenses	3,767,240	2,762,649	73.3%	
Contractual Services	159,970	119,168	74.5%	
Commodities	19,000	17,985	94.7%	
Other Charges	183,725	136,536	74.3%	
Transfers Out	202,500	114,325	56.5%	
Police	4,332,435	3,150,663	72.7%	
Personnel Expenses	460,920	441,625	95.8%	
Contractual Services	178,300	130,256	73.1%	
Other Charges	408,900	458,839	112.2%	
Transfers Out	4,800	3,290	68.5%	
Community & Economic Dev.	1,052,920	1,034,010	98.2%	
Contractual Services	1,444,225	1,237,881	85.7%	
Commodities	14,400	16,458	114.3%	
Other Charges	81,000	40,523	50.0%	
Other Expenses	-	362	0.0%	
Insurance & Common	1,539,625	1,295,224	84.1%	
Public Works				
Personnel Expenses	205,882	217,357	105.6%	
Contractual Services	36,300	21,024	57.9%	
Other Charges	12,225	12,046	98.5%	
Admin	254,407	250,428	98.4%	
Personnel Expenses	566,850	580,685	102.4%	
Contractual Services	466,400	353,265	75.7%	
Commodities	84,300	70,367	83.5%	
Other Charges	13,825	14,339	103.7%	
Transfers Out	143,000	98,013	68.5%	
Streets	1,274,375	1,116,669	87.6%	

	Annual Budget	Year-to-Date	% Used	Significant Facts
Personnel Expenses	602,460	589,095	97.8%	
Contractual Services	607,200	574,618	94.6%	Includes Insurance Covered Exp
Commodities	56,000	50,516	90.2%	
Other Charges	15,725	12,085	76.9%	
Transfers Out	109,700	75,189	68.5%	
Parks & Open Space	1,391,085	1,301,501	93.6%	
Contractual Services	105,500	96,636	91.6%	
Commodities	18,000	17,474	97.1%	
Other Charges	3,000	2,997	99.9%	
Transfers Out	4,800	3,290	68.5%	
Buildings & Grounds	131,300	120,397	91.7%	
Transfers Out	1,700,000	600,000	35.3%	
Debt & Transfers	1,700,000	600,000	35.3%	
TOTAL EXPENSES	\$ 12,310,422	\$ 9,491,489	77.1%	

WATER & SEWER FUND

REVENUES

Licenses & Fees	4,572,000	4,621,662	101.1%
Miscellaneous Revenue	10,000	7,428	74.3%
Other Income	3,000	4,366	145.5%
TOTAL REVENUES	\$ 4,585,000	\$ 4,633,455	101.1%

EXPENSES

Personnel Expenses	245,100	257,231	104.9%
Contractual Services	251,860	230,335	91.5%
Commodities	1,600	1,819	113.7%
Other Charges	2,325	2,325	100.0%
Other Expenses	-	-	0.0%
Transfers Out	407,795	407,795	100.0%
Administration	908,680	899,504	99.0%

Personnel Expenses	541,120	531,089	98.1%
Contractual Services	3,026,500	2,933,180	96.9%
Commodities	28,200	41,277	146.4%
Other Charges	32,800	5,356	16.3%
Transfers Out	47,700	32,694	68.5%
Operating	3,676,320	3,543,596	96.4%

TOTAL EXPENSES \$ 4,585,000 \$ 4,443,100 **96.9%**

WATER & SEWER IMPROVEMENT FUND

REVENUES

Licenses & Fees	200,000	124,170	62.1%
Miscellaneous Revenue	-	-	0.0%
Other Income	2,000	5,659	283.0%
Transfers	1,307,795	1,007,795	77.1%
TOTAL REVENUES	\$ 1,509,795	\$ 1,137,624	75.3%

EXPENSES

Capital Outlay	2,007,000	1,872,166	93.3%
TOTAL EXPENSES	\$ 2,007,000	\$ 1,872,166	93.3%

Annual Budget	Year-to-Date	% Used	Significant Facts
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MOTOR FUEL TAX FUND

REVENUES

Allotments, Grants & Reimbursements	187,000	197,887	105.8%
Other Income	400	451	112.9%
TOTAL REVENUES	\$ 187,400	\$ 198,338	105.8%

EXPENSES

Capital Projects	175,000	175,000	100.0%
TOTAL EXPENSES	\$ 175,000	\$ 175,000	100.0%

FRAUD, ALCOHOL & DRUG ENFORCEMENT FUND

REVENUES

Other Income	-	8,961	0.0%
TOTAL REVENUES	\$ -	\$ 8,961	0.0%

EXPENSES

Other Charges	60,630	6,214	10.2%
TOTAL EXPENSES	\$ 60,630	\$ 6,214	10.2%

VEHICLE MAINTENANCE FUND

REVENUES

Transfers	476,800	326,800	68.5%
TOTAL REVENUES	\$ 476,800	\$ 326,800	68.5%

EXPENSES

Personnel Expenses	193,450	189,352	97.9%
Contractual Services	153,450	134,565	87.7%
Commodities	118,800	119,178	100.3%
Other Charges	11,100	9,654	87.0%
TOTAL EXPENSES	\$ 476,800	\$ 452,749	95.0%

E911 FUND

REVENUES

Taxes	273,000	363,133	133.0%
Other Income	100	144	143.8%
Transfers	35,700	-	0.0%
TOTAL REVENUES	\$ 308,800	\$ 363,277	117.6%

EXPENSES

Contractual Services	308,800	350,707	113.6%
TOTAL EXPENSES	\$ 308,800	\$ 350,707	113.6%

PARK DEVELOPMENT FUND

REVENUES

Other Income	236,100	1,175,655	497.9%
TOTAL REVENUES	\$ 236,100	\$ 1,175,655	497.9%

EXPENSES

Other Charges	860,000	580,131	67.5%
TOTAL EXPENSES	\$ 860,000	\$ 580,131	67.5%

Annual Budget	Year-to-Date	% Used	Significant Facts
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TRAFFIC SIGNAL SSA

REVENUES

Other Income	-	5	0.0%
TOTAL REVENUES	\$ -	\$ 5	0.0%

EXPENSES

Contractual Services	4,880	3,756	77.0%
TOTAL EXPENSES	\$ 4,880	\$ 3,756	77.0%

GENERAL CAPITAL

REVENUES

Grants	-	-	0.0%
Other Income	917,740	24,363	2.7%
Transfers In	800,000	-	0.0%
TOTAL REVENUES	\$ 1,717,740	\$ 24,363	1.4%

EXPENSES

Facilities	115,000	87,182	75.8%
Equipment	227,320	187,118	82.3%
Furniture & Fixtures	20,000	24,353	121.8%
Storm Sewer & Water	629,000	146,001	23.2%
Parks	404,000	166,106	41.1%
Roadways	398,000	165,450	41.6%
Vehicles	160,000	142,866	89.3%
Miscellaneous Capital	27,000	17,665	65.4%
TOTAL EXPENSES	\$ 1,980,320	\$ 936,742	47.3%

POLICE PENSION FUND**

REVENUES

Taxes	849,750	850,296	100.1%	Property Taxes
Miscellaneous Revenue	206,500	198,327	96.0%	
Other Income	143,750	(407,209)	-283.3%	Investment Income
TOTAL REVENUES	\$ 1,200,000	\$ 641,413	53.5%	

EXPENSES

Contractual Services	88,500	91,757	103.7%
Other Charges	9,500	5,010	52.7%
Other Charges	1,102,000	1,109,500	100.7%
TOTAL EXPENSES	\$ 1,200,000	\$ 1,206,266	100.5%

**The Police Pension amounts are as of 11/30/2018. The Pension Board contracts their accounting services; which sometimes results in a reporting delay.

SEDGEBROOK SSA

REVENUES

Taxes	1,161,600	1,162,383	100.1%	
Other Income	18,600	21,496	115.6%	Interest Income
TOTAL REVENUES	\$ 1,180,200	\$ 1,183,879	100.3%	

EXPENSES

Contractual Services	17,700	7,386	41.7%
Capital Outlay	1,162,500	1,149,756	98.9%
TOTAL EXPENSES	\$ 1,180,200	\$ 1,157,143	98.0%



VILLAGE OF LINCOLNSHIRE

BILLS PRESENTED FOR PAYMENT

01/28/2019

General Fund	\$	237,898.92
Water & Sewer Fund	\$	166,847.45
Motor Fuel Tax		
Water & Sewer Improvement Fund	\$	2,919.03
Fraud, Alcohol, Drug Enforcement		
Vehicle Maintenance Fund	\$	7,008.79
E 911 Fund		
Park Development Fund		
Sedgebrook SSA		
SSA Traffic Signal		
General Capital Fund	\$	4,210.63
GRAND TOTAL	\$	418,884.82

Brad Burke, Village Manager

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: A T & T		
148060081-01/19	12/12 - 01/11/19 NP Internet Svc	66.40
TOTAL VENDOR A T & T		66.40
VENDOR NAME: ACCURATE DOCUMENT DESTRUCTION		
15643772	12/27/18 Document Destruction	123.31
TOTAL VENDOR ACCURATE DOCUMENT DESTRUCTIO		123.31
VENDOR NAME: ADAM GLODOOWSKI		
012819	UB refund for account: 0202290074-02-ove	46.84
TOTAL VENDOR ADAM GLODOOWSKI		46.84
VENDOR NAME: ADOBE SYSTEMS INCORPORATED		
2019-01	January 2019 L. Ulibarri Creative Cloud Suite	53.11
TOTAL VENDOR ADOBE SYSTEMS INCORPORATED		53.11
VENDOR NAME: ADVANCE ENGINE REBUILDERS		
20462	Truck 245 Plow Parts	67.08
TOTAL VENDOR ADVANCE ENGINE REBUILDERS		67.08
VENDOR NAME: AMAZON.COM		
11451507350097818	Cyan Ink for CoCo - Color Copier	59.75
11157823026660	Number Board for Fleet Inventory	22.99
TOTAL VENDOR AMAZON.COM		82.74
VENDOR NAME: AMERICAN PUBLIC WORKS		
751216	.APWA Membership for Matt Liewehr	81.70
TOTAL VENDOR AMERICAN PUBLIC WORKS		81.70
VENDOR NAME: AMERICAN VACTOR SERVICES		
21008	Bypass Influent Water from Wet Well & Transport to	2,275.00
TOTAL VENDOR AMERICAN VACTOR SERVICES		2,275.00
VENDOR NAME: AMERICAN WELDING & GAS, INC.		
06041209	Cylinder Rental - December 2018	99.72
TOTAL VENDOR AMERICAN WELDING & GAS, INC.		99.72
VENDOR NAME: AMERI-TEX INC.		
113551	Embroider Uniform Shirts (Petrick)	15.00
TOTAL VENDOR AMERI-TEX INC.		15.00
VENDOR NAME: ARROWHEAD FORENSICS		
112465	Fingerprinting Supplies	262.95
TOTAL VENDOR ARROWHEAD FORENSICS		262.95
VENDOR NAME: B & F CONSTRUCTION CODE SERVICES		
50699	Plan Review_26 Oxford Dr_P18-00197B	915.30
TOTAL VENDOR B & F CONSTRUCTION CODE SERVIC		915.30
VENDOR NAME: BAKER TILLY VIRCHOW KRAUSE, LLP		
BT1350037	Services for 2018 Financial Statement Audit	9,000.00
TOTAL VENDOR BAKER TILLY VIRCHOW KRAUSE, LLP		9,000.00
VENDOR NAME: BASECAMP WEB SOLUTIONS		
2517	Website maintenance & 2019 Joomla License fees	175.00
TOTAL VENDOR BASECAMP WEB SOLUTIONS		175.00
VENDOR NAME: BEHM ENTERPRISES, IN		
1699	45 Londonderry - Locate Leak on Force Main and R	12,754.90

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: BEHM ENTERPRISES, IN		
	TOTAL VENDOR BEHM ENTERPRISES, IN	12,754.90
VENDOR NAME: BENISTAR		
2019-02	February 2019 Retiree Medical Premiums	986.00
	TOTAL VENDOR BENISTAR	986.00
VENDOR NAME: BLUE LINE		
38161	Police Officer Recruitment Ad	298.00
	TOTAL VENDOR BLUE LINE	298.00
VENDOR NAME: BURKE, CHRISTOPHER		
148139	Professional Services from 11-25-18 to 12-31-18	465.00
	TOTAL VENDOR BURKE, CHRISTOPHER	465.00
VENDOR NAME: CALL ONE		
01152019	01/15/19 Monthly Phone Bill 1122574	2,186.08
	TOTAL VENDOR CALL ONE	2,186.08
VENDOR NAME: CL GRAPHICS		
0059787	Window Envelopes	261.18
	TOTAL VENDOR CL GRAPHICS	261.18
VENDOR NAME: COMED		
5225087020-01-19	RNC Electric Heating 11-29-18 to 1-4-19	129.61
1475038068-01-19	Riverside Drive (2 Street Lights) 12-4-18 to 1-7-19	35.48
3038188003-01-19	Northampton SAN. Sump Meter 11-30-18 to 1-3-19	27.07
3168065033-01-19	Brookwood Liftstation 11-30-18 to 1-3-19	84.59
7299013001-01-19	Farrington Pumping 11-30-18 to 1-3-19	78.86
0268410000-01-19	207 Northampton Pumping 11-30-18 to 1-3-19	84.02
6123019023-01-19	Rate 23 Street Lighting 12-5-18 to 1-8-19	222.22
0995113016-01-19	Entry Sign @ Milwaukee @ OHDR 11-30-18 to 1-3-19	12.28
0339014158-01-19	Riverwoods @ Everett Street Lighting 11-30-18 to 1-3-19	5.30
6520050011-01-19	Fallstone Pumping Meter 11-30-18 to 1-3-19	149.04
3038275001-01-19	Whytegate Park 11-30-18 to 1-3-19	39.73
0777044014-01-19	Old Mill Liftstation 11-30-18 to 1-3-19	135.74
5225087020-1-19	RNC Electric Heating 11-29-18 to 1-7-19	93.92
	TOTAL VENDOR COMED	1,097.86
VENDOR NAME: CONSTELLATION NEWENERGY, INC.		
13749232401	Electric supply Londonderry Liftstation 11-29-18 to 1-3-19	354.53
13749232501	Electric supply Spring Lake Park 11-29-18 to 1-2-19	128.03
13731071301	Electric supply ESR 11-29-18 to 1-2-19	3,884.95
13738835601	Electric supply North Park 11-30-18 to 1-3-19	903.24
	TOTAL VENDOR CONSTELLATION NEWENERGY, INC.	5,270.75
VENDOR NAME: DIMEO BROS., INC.		
41111	Water Main Break Repair - Concrete For Road Bas	6,521.00
41110	Water Main Break Repair Labor (Route 22 & Olde	10,180.25
41112	Water Main Break Repair - Cold Patch & Labor	2,790.00
	TOTAL VENDOR DIMEO BROS., INC.	19,491.25
VENDOR NAME: DMI MMS		
012819a	UB refund for account: 0401430600-05-ovr	203.68
	TOTAL VENDOR DMI MMS	203.68
VENDOR NAME: DROPBOX		
2019-01	January 2019 Dropbox fees	9.99
	TOTAL VENDOR DROPBOX	9.99
VENDOR NAME: ELEVATOR INSPECTION SERVICES		
81692	New Elevator Inspection_444 Parkway Dr_P18-006	80.00
81696	1 Overlook Pt_Elevator Inspection Jan 2019 1@\$15	30.00
	TOTAL VENDOR ELEVATOR INSPECTION SERVICES	110.00

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: FEDEX		
6-424-40932	Overnight ship test results to IEPA	62.38
6-418-11097	Overnight Shipment for B. Burke Subpoena	24.48
TOTAL VENDOR FEDEX		86.86
VENDOR NAME: FIRST CHOICE SERVICES-CHICAGO WEST		
028052	Coffee, Cream & Sugar	296.88
TOTAL VENDOR FIRST CHOICE SERVICES-CHICAGO		296.88
VENDOR NAME: FIRST COMMUNICATIONS		
117079954	12 2018- T-1 Line	279.92
TOTAL VENDOR FIRST COMMUNICATIONS		279.92
VENDOR NAME: FIRST MIDWEST BANK		
1218	12 2018 Lockbox Service	440.40
TOTAL VENDOR FIRST MIDWEST BANK		440.40
VENDOR NAME: GARVEY'S OFFICE PRODUCTS		
PINV1660355	Printer Ink (Cyan and Yellow)	239.82
TOTAL VENDOR GARVEY'S OFFICE PRODUCTS		239.82
VENDOR NAME: HALF DAY BREWING		
2018 1231	Municipal Tax Sharing 3rd & 4th Qtr 2018	21,696.38
TOTAL VENDOR HALF DAY BREWING		21,696.38
VENDOR NAME: HODGES BADGE CO.		
18102100	Grand Opening Plaque_2019 Nexus Pharmaceutic	21.50
TOTAL VENDOR HODGES BADGE CO.		21.50
VENDOR NAME: HOME DEPOT CREDIT SERVICES		
5141485	Poinsettias For Village Hall	151.58
4015084	Dewalt Tools	378.94
5562811	Village Hall Materials for Holiday Pots	55.84
4014996	Vinegar & Steel Blades	36.52
4015017	Artificial Wreath & Hand Trowel	53.08
9015732	Fiberglass Fish Tape	109.00
9015743	Mouse Bait	15.94
9015744	Dewalt Cordless Drill/Impact Combo Kit and Access	393.74
7016003	Wallplate & Cables	3.73
4016292	Fuses and Sanding Belts	53.89
4062451	Adhesive	17.55
3016468	Waterproof Sealer	25.14
1062615	Cedar Posts for Mailbox Reimbursement	36.91
1594127	Wood Glue	7.94
5082839	Fleet Shop Supplies	194.29
5082840	Rust Block and Batteries	344.93
5903247	Fast Setting Concrete and Mortar Mix	929.20
3017889	Drill Set & Accessories	157.82
3017890	Paint Accessories	69.48
3017891	Bit Set, Saw Blades and LED Light	114.79
3017892	Street Maintenance Supplies	124.94
3017893	Cleaning Supplies	97.32
3807589	Gloves	201.84
7010301	Drop Cloth, Batteries and Glue	73.87
TOTAL VENDOR HOME DEPOT CREDIT SERVICES		3,648.28
VENDOR NAME: HYDE ADAM		
FTO 0114-1519	Reimburse refreshments for FTO Training hosted b	123.07
TOTAL VENDOR HYDE ADAM		123.07
VENDOR NAME: IAFCI		
011119-1	2019 Membership Int'l Assoc. Financial Crimes Inv.	220.00
LPD 030619	Financial Crimes Seminar (Anderson, Rafalowicz, R	300.00
TOTAL VENDOR IAFCI		520.00

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ILLINOIS GOVERNMENT FINANCE OFFICER		
GATA	IGFOA GATA Reporting Training	75.00
TOTAL VENDOR ILLINOIS GOVERNMENT FINANCE OFF		75.00
VENDOR NAME: ILLNOIS ASSOCIATION OF CODE ENFORCE		
IACE 2019	2019 Membership IACE-Nicole Koleno Code Enforc	40.00
TOTAL VENDOR ILLNOIS ASSOCIATION OF CODE ENF		40.00
VENDOR NAME: IMRF		
70865	01 2019 Member & Employer Contributions	44,240.49
TOTAL VENDOR IMRF		44,240.49
VENDOR NAME: INSIGHT PUBLIC SECTOR SLED		
1100641415	25 View Sonic LED Monitors	2,920.25
TOTAL VENDOR INSIGHT PUBLIC SECTOR SLED		2,920.25
VENDOR NAME: INTERDEV, LLC		
MSP1016248	June 2018 missed increase	108.20
TOTAL VENDOR INTERDEV, LLC		108.20
VENDOR NAME: INTERIOR INVESTMENTS, LLC		
2018 1231	Sales Tax Sharing 4th qtr 2018	80,818.50
TOTAL VENDOR INTERIOR INVESTMENTS, LLC		80,818.50
VENDOR NAME: INTERSTATE ALL BATTERY CENTER		
49914315	Truck 242 Battery	124.45
74619	Truck 242 Batteries	144.45
TOTAL VENDOR INTERSTATE ALL BATTERY CENTER		268.90
VENDOR NAME: IPELRA		
Leonas 030119	IPELRA Law Seminar (Leonas)	195.00
Covelli 030119	IPELRA Law Seminar (Covelli)	195.00
Watson 030119	IPELRA Law Seminar (Watson)	195.00
TOTAL VENDOR IPELRA		585.00
VENDOR NAME: IPRF		
53812	Workers Comp and Admin Fee- Mar	13,219.00
TOTAL VENDOR IPRF		13,219.00
VENDOR NAME: J. G. UNIFORMS, INC.		
47296	Inv. Outer Vest Cover - Rafalowicz	187.00
47297	Inv. Outer Vest Cover - Anderson	187.00
47298	Inv. Outer Vest Cover - Revoy	187.00
47552	Outer Vest Cover - Revoy	125.00
48449	Fleece Liner for Jacket - Holst	102.44
48448	Outer Jacket & Sweater - Holst	312.32
48444	Uniform Sweater - Ulanowski	135.00
TOTAL VENDOR J. G. UNIFORMS, INC.		1,235.76
VENDOR NAME: JULIE, INC.		
2019-0987	Julie Marking Service Transmissions	3,946.71
TOTAL VENDOR JULIE, INC.		3,946.71
VENDOR NAME: KINNUCAN COMPANY		
353820	Tree & Stump Removal - 45 Londonderry	14,425.00
353192	Pruning behind 44 Windsor	975.00
353193	Pruning behind 42 Windsor	975.00
353194	Pruning behind 48 Windsor	500.00
353196	Pruning behind 40 Windsor	975.00
353195	Tree & Buckthorn Removals	14,048.00
353191	Tree & Buckthorn Removal	6,091.00
TOTAL VENDOR KINNUCAN COMPANY		37,989.00

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: KZF ACQUISITIONS, LLC		
B15-0004E-Refund	BD Bond Refund B15-0004E to KZF Stack	29.69
TOTAL VENDOR KZF ACQUISITIONS, LLC		29.69
VENDOR NAME: LAKE COUNTY PUBLIC WORKS		
P18-0126&44SW	Swr Cnt at 15-14-400-023, 23477 Elm Rd	7,560.00
LCPW-12-31-18	Sanitary sewer treatment bill 11-16-18 to 12-15-18	104,768.00
TOTAL VENDOR LAKE COUNTY PUBLIC WORKS		112,328.00
VENDOR NAME: LAWSON PRODUCTS INC		
9306383167	Citrus Pumice Hand Cleaner for Fleet	60.50
TOTAL VENDOR LAWSON PRODUCTS INC		60.50
VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD		
10329	Plan Review_1000 Milwaukee Ave_P18-0061FS	377.00
10327	Plan Review_325 Marriott Dr_P18-0045FS	535.00
10323	Plan Review_1 Overlook Pt Suite 290_P18-0194B	319.00
10325	Plan Review 500 Barclay_P18-0193B	319.00
10334	Plan Review_475 Half Day Rd_Millbrook Cafeteria_	319.00
10339	Plan Review_200 Tri State 3/4 floor_LTD Commodit	600.56
10336	Plan Review_294 Belmont Drive_Pulte Homes_P18-	247.00
10337	Plan Review_296 Belmont Drive_Pulte Homes_P18	247.00
10338	Plan Review_298 Belmont Dr_Pulte Homes_P18-00E	247.00
10335	Plan Review_292 Belmont Dr_Pulte Homes_P18-0C	247.00
TOTAL VENDOR LINCOLNSHIRE RIVERWOODS FPD		3,457.56
VENDOR NAME: LINCOLNSHIRE VILLAGE-PETTY CASH		
01282019	01/28/19 Petty Cash Reimbursements	316.66
TOTAL VENDOR LINCOLNSHIRE VILLAGE-PETTY CASH		316.66
VENDOR NAME: MADISON NATIONAL LIFE INS CO, INC.		
1329821	02 2019 Life Insurance Premiums	1,257.18
TOTAL VENDOR MADISON NATIONAL LIFE INS CO, INC		1,257.18
VENDOR NAME: MANOELLA ALVES		
96106	Mailbox Reimbursement - 4 Kensington Drive	100.00
TOTAL VENDOR MANOELLA ALVES		100.00
VENDOR NAME: MARKHAM JOSHUA		
188	Snow Event Dinner for PW Workers (1-18-19)	126.50
TOTAL VENDOR MARKHAM JOSHUA		126.50
VENDOR NAME: MASTELERZ, STAN AND MARY		
P18-0126&44SW	Sewer Recapture related to 23477 Elm Rc	1,272.20
TOTAL VENDOR MASTELERZ, STAN AND MARY		1,272.20
VENDOR NAME: MATT SETTLER		
01192019	Special Event Consultant Services_various meeting	80.00
TOTAL VENDOR MATT SETTLER		80.00
VENDOR NAME: MEADE ELECTRIC COMPANY, INC.		
685546	Street Lighting - Marriott Drive (Will be reimbursed fr	997.12
TOTAL VENDOR MEADE ELECTRIC COMPANY, INC.		997.12
VENDOR NAME: MENONI & MOCOJNI, IN		
1310367	5/8 Washed Gravel	105.08
1310302	5/8 Washed Gravel	96.20
1310269	5/8 Washed Gravel	111.00
1310928	5/8 Washed Gravel	106.56
1310929	5/8 Washed Gravel	100.64
1310938	5/8 Washed Gravel	96.20
1310942	5/8 Washed Gravel	103.60
1310947	5/8 Washed Gravel	96.20
1310963	5/8 Washed Gravel	100.64

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: MENONI & MOCOGNI, IN		
1310967	5/8 Washed Gravel	96.20
1310968	5/8 Washed Gravel	97.68
1310997	5/8 Washed Gravel	88.80
1311000	5/8 Washed Gravel	94.72
1311009	5/8 Washed Gravel	93.24
1310962	5/8 Washed Gravel	85.84
TOTAL VENDOR MENONI & MOCOGNI, IN		1,472.60
VENDOR NAME: MGN LOCK-KEY & SAFES		
59262	Master Lock Proseries 5121 Keyed to Custom Key	540.00
TOTAL VENDOR MGN LOCK-KEY & SAFES		540.00
VENDOR NAME: MICHAEL MERANDA JR.		
191101	1/8/19 Zoning Board Mtg.	120.00
191801	1/14/19 RVB/COW Mtg. & 1/15/19 ARB Mtg.	240.00
TOTAL VENDOR MICHAEL MERANDA JR.		360.00
VENDOR NAME: MIDWEST HOSE & FITTINGS, INC.		
124955	Watering Unit Plumbing Parts	723.28
127280	Anti-Icing Unit Plumbing Parts	439.06
128700	Backhoe Hydraulic Fittings	968.24
128699	Mini-Loader Hydraulic Fittings	968.24
TOTAL VENDOR MIDWEST HOSE & FITTINGS, INC.		3,098.82
VENDOR NAME: MORTON SALT		
5401751636	Rock Salt	7,110.40
TOTAL VENDOR MORTON SALT		7,110.40
VENDOR NAME: MOTOROLA SOLUTIONS - STARCOM21		
399261232018	Jan. 2019 Starcom Monthly Use Rate	884.00
TOTAL VENDOR MOTOROLA SOLUTIONS - STARCOM2		884.00
VENDOR NAME: NAMEPLATE & PANEL TE		
241246	Name Plate	37.50
TOTAL VENDOR NAMEPLATE & PANEL TE		37.50
VENDOR NAME: NAPA AUTO PARTS -WHE		
35101	Brake Fluid	18.39
400002634	Boss Plow Head Lights	57.96
TOTAL VENDOR NAPA AUTO PARTS -WHE		76.35
VENDOR NAME: NORTH SHORE GAS		
606017125-01-1-19	24400 Riverwoods Pumping 12-11-18 to 1-11-19	33.27
606253075-01-1-19	Well #3 Gas Service 12-11-18 to 1-10-19	158.85
N0407	Westwood Liftstation 12-18-18 to 1-14-19	631.69
603028481-02-1-19	North Park Concession Gas Service 12-11-18 to 1-11-19	144.32
604290016-01-1-19	Old Mill Liftstation 12-11-18 to 1-11-19	32.88
604290016-03-1-19	Farrington Liftstation 12-11-18 to 1-11-19	36.49
604290016-04-1-19	Fallstone Liftstation 12-11-18 to 1-11-19	36.45
603028481-01-1-19	NP Maint. Bldg Gas Service 12-11-18 - 1-11-19	165.13
604290016-05-1-19	207A Northampton 12-11-18 to 1-10-19	174.18
TOTAL VENDOR NORTH SHORE GAS		1,413.26
VENDOR NAME: NORTHEAST ILLINOIS COUNCIL		
Lincolnshire 2019	2019 Explorer Post Registration, Participation & Ins	700.00
TOTAL VENDOR NORTHEAST ILLINOIS COUNCIL		700.00
VENDOR NAME: NORTHWEST BUILDING O		
2019 NWBOCA	2019 Annual NWBOCA Memberhsip Renewal_M.	65.00
TOTAL VENDOR NORTHWEST BUILDING O		65.00
VENDOR NAME: O'HERRON CO INC		
1901885-IN	Uniform Hat & Cover - Salkauskas	29.34

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: O'HERRON CO INC		
1902472-IN	Uniform Shirts - Kantner	99.49
1903335-IN	Uniform Pants - Pieper	115.36
1903333-IN	Uniform Pants - Cutro	104.98
TOTAL VENDOR O'HERRON CO INC		349.17
VENDOR NAME: OLD DOMINION BRUSH CO.		
6440084	Leaf Machine Parts	307.71
TOTAL VENDOR OLD DOMINION BRUSH CO.		307.71
VENDOR NAME: PADDOCK PUBLICATIONS, INC.		
159163	Daily Herald Subscription (1/27/19-4/20/19)	47.20
TOTAL VENDOR PADDOCK PUBLICATIONS, INC.		47.20
VENDOR NAME: PBA, INC./FLEXIBLE BENEFITS		
130609	January 2019 Flex Record Keeping	200.00
TOTAL VENDOR PBA, INC./FLEXIBLE BENEFITS		200.00
VENDOR NAME: PIECZYNSKI, LINDA S.		
6833	Roll Call News Training	110.00
TOTAL VENDOR PIECZYNSKI, LINDA S.		110.00
VENDOR NAME: PRYOR LEARNING SOLUTIONS		
20-27079895	Microsoft Excel Basics class- Shaneice Rayunas	79.00
TOTAL VENDOR PRYOR LEARNING SOLUTIONS		79.00
VENDOR NAME: QUILL CORPORATION		
4077360	Binders, Wite Out, and Folders	103.24
3908223	Records Wooden Storage Cabinet	594.00
TOTAL VENDOR QUILL CORPORATION		697.24
VENDOR NAME: RJN GROUP INC.		
322710	2018 Sanitary Sewer Program - Services rendered	1,083.19
TOTAL VENDOR RJN GROUP INC.		1,083.19
VENDOR NAME: ROTARY CLUB OF LINCOLNSHIRE		
7543	Third Quarter Rotary Membership Dues	194.00
TOTAL VENDOR ROTARY CLUB OF LINCOLNSHIRE		194.00
VENDOR NAME: SHOPLET		
1547484597	10 Notary Books	98.80
TOTAL VENDOR SHOPLET		98.80
VENDOR NAME: SPRING ALIGN OF PALATINE		
111601	Truck 232 Cutting Edge & Hardware	179.61
TOTAL VENDOR SPRING ALIGN OF PALATINE		179.61
VENDOR NAME: STEINER ELECTRIC COMPANY		
S006242002.001	Birch Lakes Gen Set PM & Repairs	1,425.62
TOTAL VENDOR STEINER ELECTRIC COMPANY		1,425.62
VENDOR NAME: THE VIRTUS GROUP		
1143	Adaptive FTO Training Hosted by LPD	400.00
TOTAL VENDOR THE VIRTUS GROUP		400.00
VENDOR NAME: UNIVERSITY OF ILLINO		
89178	Commercial Pesticide Training Cost (General Stanc	50.00
TOTAL VENDOR UNIVERSITY OF ILLINO		50.00
VENDOR NAME: VERIZON WIRELESS		
9821343146	12 2018 Cell Phone Svc & Squad Laptops	1,818.08

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: VERIZON WIRELESS		
TOTAL VENDOR VERIZON WIRELESS		1,818.08
VENDOR NAME: WATER PRODUCTS CO.		
0285671	Ductile Iron Pipe	1,156.32
0285670	Coupling	802.76
0285731	Rubber Valve & Pipe Lube	799.00
0285732	8 Inch Coupling	260.00
TOTAL VENDOR WATER PRODUCTS CO.		3,018.08
VENDOR NAME: WBK ENGINEERING LLC		
19877	Lincolnshire Creek - Professional Services from 10-	1,059.54
TOTAL VENDOR WBK ENGINEERING LLC		1,059.54
VENDOR NAME: WEST SIDE TRACTOR SALES CO		
W69879	New Mini-Loader PM Supplies	522.46
W69880	New Backhow PM Supplies	402.60
W69883	John Deere Yellow Spray Paint	34.22
TOTAL VENDOR WEST SIDE TRACTOR SALES CO		959.28
VENDOR NAME: WESTERN REMAC INC.		
55883	Park Sign & Post Replacement (Stop Signs)	874.14
55922	U Channel's (3 Feet and 10 Feet)	786.25
TOTAL VENDOR WESTERN REMAC INC.		1,660.39
VENDOR NAME: WINTER EQUIPMENT CO., INC.		
39456	Western Curb Guards	148.58
TOTAL VENDOR WINTER EQUIPMENT CO., INC.		148.58
VENDOR NAME: ZORO TOOLS, INC.		
5457020	File Folders	17.23
TOTAL VENDOR ZORO TOOLS, INC.		17.23
GRAND TOTAL:		418,884.82

REQUEST FOR BOARD ACTION
Regular Village Board Meeting
January 28, 2019

Subject: Wipfli (100 Tri-State International) Building Wall Sign

Action Requested: Approval of a New Identification Building Wall Sign

Petitioner: Prodigy Lighting & Sign

Originated By/Contact: Tonya Zozulya, Planning & Development Manager

Referred To: Village Board

Background:

- Prodigy Lighting & Sign, the petitioner representing Wipfli, seeks the Village Board's approval of a new wall identification sign with the lettering height of 3' rather than the code-permitted maximum of 2' on the 100 Tri-State International building. The 2016 Tri-State ordinance permits wall signs lettering height of up to 3'. However, the ordinance also stipulates any 100 Tri-State building wall signs, which conform to the PUD parameters but exceed Sign Code height requirements, are subject to review and recommendation by the Architectural Review Board and final approval by the Village Board.
- Wipfli, an accounting and business consulting firm, is a tenant in the 100 Tri-State International office building. The proposal is supported and has been approved by property owner Bradford Allen Realty Services.
- On January 15, 2019, the Architectural Review Board (ARB) reviewed the proposal and provided a unanimous favorable recommendation (see attached Document 5).
- The 110,097-square-foot building is located in the CDW Office Center (formerly known as the Tri-State International Center) at the southwest corner of Half Day Road and Interstate 94 Highway, as marked with a red dot on Figure 1 and shown in the attached map (see



attached Document 1). The office complex consists of four other buildings at 25, 75, 200 and 300 Tri-State International. The property is part of the Corridor Commercial Sign District.

- Wipfli moved to 100 Tri-State in 2018 and is interested in identifying their 33,000-square-foot office via a building wall sign facing Interstate Highway 94. No other signage is currently located on the 100 Tri-State building.
- The CDW Center was developed in 1986 as a Planned Unit Development in the B2 General Business zoning district and all wall signage for the development is governed by Ordinances #03-1829-06 and #16-3393-120.
- The most recent (Ordinance #16-3393-120 - see attached Document 3) contains current wall sign regulations for the 100 Tri-State building. These regulations allow for the display of one identification building wall sign on the east (highway-facing) elevation that exceeds the Sign Code's maximum sign height permissibility.

Approval Process:

- The 2016 ordinance requires review and recommendation by the Architectural Review Board and final approval by the Village Board. No preliminary evaluation or public hearing is required as this is not a PUD exception. Since no ordinance or resolution is required for this request, this item has been placed directly on the Regular Village Board meeting agenda for approval.

Project Summary & Staff Comments:

- Below is a chart comparing the proposed wall sign with the requirements of the Tri-State Sign Ordinance and Sign Code regulations. The proposed Wipfli sign height is permitted by the Tri-State Ordinance but exceeds Sign Code, requiring ARB and Village Board review/approval. All other sign parameters are compliant (see attached Document 4).

Sign	Length	Lettering Height	Color	Illumination	Materials
Wipfli (proposed)	17.7'	3'	White	Frontlit	Plastic
Tri-State Sign Ordinance	No restrictions	3'	No restrictions	No restrictions	No restrictions
Sign Code	18'	2'	No restrictions	Frontlit, backlit, or external*	Plastic, metal, or wood

**The Sign Code permits frontlit illumination for office buildings that are at least 40' in height with the sign mounted at 35' or higher from grade. The proposed building is over 40' in height and the sign will be mounted at 36-39' from grade.*

- The 75 Tri-State building and the adjacent parking deck display a CDW wall sign (8' tall and approximately 15' long with backlit/halo illumination). The 2016 Ordinance does not require uniform wall sign illumination throughout the complex (the previous ordinance did require it, but those sign height regulations have been repealed). The property owner does not object to different illumination types. Other unified developments in the Village, including the Village Green Center and the Lincolnshire Commons Center, allow both frontlit and backlit signs within the same development.

Recommendation:

Approval of the proposed new identification wall sign lettering height for Wipfli (3' vs. the code-permitted maximum height of 2').

Reports and Documents Attached:

- Document 1: Location Map, prepared by MGP Consortium.
- Document 2: Cover letter and presentation packet, prepared by Municipal Resolutions, with the cover letter dated December 26, 2018.
- Document 3: Tri-State Wall Sign Ordinance 16-3393-120.
- Document 4: Sign Code excerpt regarding wall signs.
- Document 5: Unapproved January 15, 2019 Architectural Review Board meeting minutes.

Meeting History	
ARB Review:	January 15, 2019
Regular Village Board (current):	January 28, 2019



Map created on December 26, 2018.

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The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law.

Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

PRODIGY LIGHTING & SIGN LLC

3535 14th AVE KENOSHA WI 53140 O- 262-652-0724 F 262-652-9200

Dec. 26, 2018

Village of Lincolnshire
Mayor Elizabeth Brandt
Village Trustees
One Old Halfday Road
Lincolnshire, Ill 60069

RE: 100 Tristate International Parkway

Prodigy Lighting & Sign LLC has been requested to install a sign for our customer WIPFLI Inc. at the above named location. We are requesting a review due to current Code and Ordinances established by Lincolnshire.

Per Chapter 9 Table 3 (Wall Signs) in the Corridor Commercial Sign District it mandates a maximum Letter Height of 24". Due to the viewing distance to Interstate 94 from the building we are requesting the Signage Letters proposed at a height of 36" Maximum.

Per PUD Agreement dated Feb. 22, 2016 for the 100,200,300 buildings:

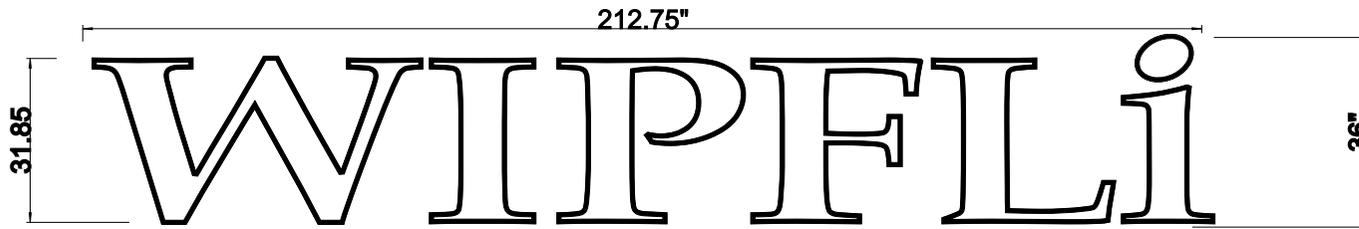
Section 2. B (1) "Sign faces with a letter height of 3 feet rather than the permitted 24" maximum height in Village Code section 12-9-1(B)(1)."

Notwithstanding the foregoing all walls signs facing Interstate Highway on the buildings identified as 100, 200, 300 Tri-State International which exceeds the standards in Section 12-9-1 (B) of The Village Code may not be erected without first submitting to the Architectural Review Board for review and recommendation and Receiving the approval of the Village Board, without further hearing.

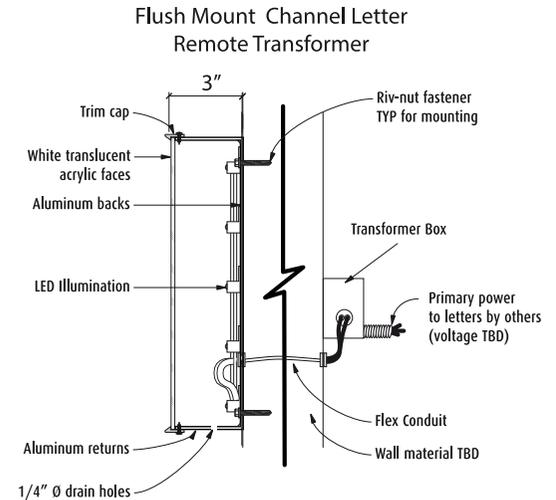
Please enter our request as shown.

Wayne Palmer
Prodigy Lighting & Sign LLC
3535 14th Ave
Kenosha, Wi 53140
262-652-0724

Day View



Scope: Channel Letters
 Returns: 3" .090 White
 Trimcap: Jewelite White
 Illumination: LED
 Mount: Flush



CLIENT WIPFLI

LOCATION 100 Tri State Parkway

DESIGNER

This is an original unpublished drawing created by Prodigy Sign LLC. It is submitted for your personal use in connection with the project being planned for you by Prodigy Sign LLC. It is not to be shown to anyone outside your organization nor is it to be used reproduced, copied, or exhibited in any fashion. All or any part of this design (excepting registered trademark) remain property of Prodigy Sign LLC

Upon acceptance of contract or letter of quotation Prodigy Sign LLC required the customer initial the copy of the sketch and indicate any change desired and return one copy along with the signed contract to our office prior to any work being done

Approved _____ Date _____
 Salesman SDDI Date 12/26/18

WIPFLi



Night View

CLIENT WIPFLI

LOCATION 100 Tri State International Pkway

DESIGNER

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Upon acceptance of contract or letter of quotation Prodigy Sign LLC required the customer initial the copy of the sketch and indicate any change desired and return one copy along with the signed contract to our office prior to any work being done

Approved _____ **Date** _____

Salesman _____ **Date** _____



24''

36''

12''

12''

WIPELI

39'

40'

Section 2. Subject Territory. Section 1 of Ordinance No. 03-1829-06 is hereby amended by striking the entire legal description therein contained and replacing it with the following:

The Property Index Numbers (PIN) of the property which is the subject of this Ordinance are 15-13-403-040, 15-24-209-019 and 16-19-101-039, commonly known as 25, 75, 100, 200 and 300 Tri-State International in the Tri-State International Office Center, located at the Southwest corner of Half Day Road (Rt. 22) and Interstate Tollway 94

Section 3. PUD Amendment. Section 2 of Ordinance No. 03-1829-06 is hereby amended by striking it in its entirety and replacing it with the following:

SECTION 2: Ordinance No. 70-230-12, as amended by Ordinance No. 78-532-21, Ordinance No. 78-541-32 and Ordinance No. 82-722-29 (collectively, the "Tristate O.C. PUD Ordinance"), is hereby amended as described below:

A. With respect to the wall signs facing Interstate Highway 94 on the buildings identified as 25 and 75 Tri-State International and the parking garage adjacent thereto, and subject to compliance with the conditions described in Section 3, CDW is granted approval for exceptions from the Sign Code to permit:

1. Sign faces with a height of 8 feet, rather than the permitted 3' maximum height in Village Code section 12-9-1(B)(1);
2. Logo sign faces to a height of 8 feet, rather than the permitted 30" maximum height in Village Code section 12-9-1(B)(1); and
3. Wall signs/logos to cover a window and/or architectural feature, which is otherwise prohibited by Village Code section 12-9-1(B)(6).

B. With respect to any wall signs facing Interstate Highway 94 on the buildings identified as 100, 200 and 300 Tri-State International, the Owner is granted conceptual approval for exceptions from the Sign Code to permit:

1. Sign faces with a letter height of 3 feet, rather than the permitted 24" maximum height in Village Code section 12-9-1(B)(1).

Notwithstanding the foregoing, all wall signs facing Interstate Highway 94 on the buildings identified as 100, 200 and 300 Tri-State International which exceed the standards described in Section 12-9-1(B) of the Village Code may not be erected without first submitting to the Architectural Review Board for review and recommendation and receiving the approval of the Village Board, without further hearing.

Section 4. Conditions. Section 3 of Ordinance No. 03-1829-06 is hereby amended by striking it in its entirety and replacing it with the following:

SECTION 3: The following exhibits shall be attached to and made a part of this Ordinance and, except as expressly modified by this Ordinance, all covenants, standards, requirements, designs or specifications in such exhibits shall be binding on CDW and the Owner:

A. Presentation Packet from J.T. Garofalo of CBRE, date stamped received February 2, 2016; and

B. The wall sign on 75 Tri-State International Office center is subject to relocating the sign 2' from the edge of the building and centering it on the concrete wall band so it protrudes 5" above and 5" below the parapet wall.

Section 5. Repealer. All findings, provisions, conditions and limitations described in the Tristate O.C. PUD Ordinance or Ordinance 03-1829-06 which are contrary to or conflict with the provisions hereof, or the findings of fact adopted herein, are hereby repealed. Furthermore, the specific terms and conditions of this Ordinance shall prevail against other existing ordinances of the Village to the extent that there might be any conflict. Except for the foregoing limitation, the development of the Tri-State O.C. is subject to all terms and conditions of applicable ordinances and regulations of the Village of Lincolnshire.

Section 6. Penalties. Any person violating the terms and conditions of this Ordinance shall be subject to a penalty not exceeding Five Hundred Dollars (\$500.00) per offense, 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

B. Wall Signs

Permanent wall signs are permitted in the Downtown Sign District, the Corridor Commercial Sign District, the Office/Industrial Sign District and for non-residential uses in the Residential Sign District, subject to the following standards.

1. Wall signs are permitted only in districts listed in Table 3, subject to the regulations of Table 3 and this Title. The maximum Sign Area of a wall sign shall be ten percent (10%) of the area of the wall to which it is attached, including doors and windows, or the maximum wall sign area listed in Table 3, whichever is less.
2. Wall signs are permitted for each building wall that faces a public street or parking lot, with no more than one (1) wall sign permitted on any wall, unless permitted by Section 12-9-1(B)(11) and Section 12-9-1(B)(13). Where there is a secondary customer entrance, an additional wall sign is permitted but shall be limited to no more than sixteen (16) square feet and shall only indicate the name of the business and the words “entrance,” “enter” or similar term.
3. The total area of a side wall sign or signs shall not exceed five percent (5%) of the area of the side façade of the principal building, including doors and windows, or twenty-five (25) square feet, whichever is less. Any side wall sign must be located facing a side yard of twelve (12) feet or more in width on the same lot.
4. Wall signs must be safely and securely attached to the building wall. Wall signs must be affixed flat against the building wall and must not project more than six (6) inches from the building wall. Illuminated wall signs shall not be permitted to extend more than twelve (12) inches beyond the sign face or sign structure.
5. No wall sign affixed to a building, including sign support structure, may project beyond the ends or top of the wall to which it is attached. On buildings existing on the effective date of this Title, July 1, 2009, a parapet wall must not be constructed for the sole purpose of increasing the allowable height of a wall sign.
6. Wall signs shall not cover windows, doors or architectural features.
7. For buildings in commercial use, wall signs should be located on the sign frieze, or the portion of the building immediately above the first floor windows and below the second floor window sills in the case of a two-story building. For buildings in office use that are larger than two-stories, wall signs may be located on the top floor of the building no more

than five (5) feet above the windows on the top floor and no portion of such wall sign shall extend above the roof line.

8. Wall signs may be constructed of wood, metal or plastic.
9. Internally illuminated wall signs shall only consist of backlit/halo illumination and be designed so light does not filter through the face of individually cut letter sets. In the Corridor Commercial and Office/Industrial Sign Districts, internal illumination where light is filtered through the face of individual letter sets is permitted under the following conditions: a) the majority of gross floor area must be devoted to office use; b) the wall sign shall only identify the office occupant; c) the building height must be a minimum of forty (40) feet; and d) the wall sign shall be mounted a minimum of thirty-five (35) feet above grade. Gooseneck reflectors are permitted on all wall signs provided the reflectors concentrate the illumination upon the sign face only.
10. In no case shall any side wall or rear wall sign be permitted to contain any form of illumination if said wall is adjacent to a residential district.
11. On multi-tenant commercial buildings, all wall signs must be located at a generally uniform height on the building wall in similar proportion to one another. Wall signs identifying individual tenant spaces in multi-tenant structures shall be centered within each leaseable space unless otherwise approved by the Department of Community and Economic Development. Signs within a multi-tenant commercial development must be of a natural or white finish, however a logo or mark registered with the United States Patent and Trademark Office shall not be limited by color. Where a single principal building is devoted to two (2) or more business or commercial uses, the operator of each such use may install a wall sign. The maximum area of each such sign shall be determined by the proportionate share of the front façade, including doors and windows, of the principal building occupied by each such use and applying such proportion to the total sign area permitted for the front wall of the building.
12. On multi-tenant office buildings, one wall sign shall be permitted per building frontage, provided signs have a minimum separation from the common edge of each building frontage equal to ten feet (10') or one third (1/3) of the length of the respective frontage, whichever is lesser.
13. On multi-tenant industrial buildings, individual tenant wall signs shall be permitted only for those tenant spaces that have individual entrances facing a public street or a parking lot. Such signs must be located over or next to a corresponding entrance at a uniform height on the building wall in similar proportion to one another. Regardless of whether the first wall sign in any multi-tenant building is installed over the entry or next to the entry, that same placement type shall be required for any additional signs in the same building. The maximum area of each such sign shall be determined by the proportionate share of the front façade, including doors and windows of the principal building occupied by each tenant space and applying such proportion to the total sign area permitted for the front wall of the building. Any two adjoining wall signs placed next to entrances shall be located no closer than 1 foot (1') from each other. Any two adjoining wall signs placed above entrances shall be located no closer than 5 feet (5') from each other.
14. Within a single-tenant commercial development, signs utilizing carved, etched, or raised letters are not limited by color. Metal letters and logos shall have a non-reflective metal surface.
15. Wall signs shall be attached to a building façade at a height of not less than eight (8) feet

above any sidewalk, and may not extend over said thoroughfare and/or sidewalk.

- 16. Consistency must be provided between ground sign lettering for individual tenants and the corresponding lettering of wall signs on the façade of the building.

TABLE 3 WALL SIGNS					
SIGN DISTRICT	Maximum Sign Area	Maximum Sign Length	Maximum Height of Sign Face	Maximum Height of Letters	Maximum Height of Logo
Downtown Sign District	10% of the area of the wall to which the sign is attached	15 ft.	2 ft.	18 in.	24 in.
Corridor Commercial Sign District	10% of the area of the wall to which the sign is attached	18 ft.	3 ft.	24 in.	30 in.
Office/Industrial Sign District	10% of the area of the wall to which the sign is attached	20 ft.	3 ft.	24 in.	30 in.
Residential Sign District - Non-residential Use	10% of the area of the wall to which the sign is attached, or 24 sq. ft., whichever is less	8 ft.	2 ft.	12 in.	18 in.



UNAPPROVED Minutes of the regularly scheduled **ARCHITECTURAL REVIEW BOARD** meeting held on Tuesday, January 15, 2019 in the Public Meeting Room of the Village Hall, One Olde Half Day Road, Lincolnshire, IL.

PRESENT: Chair Kennerley and Members Orzeske, McCall, Baskin and Santosuosso

ABSENT: Member Tapia and Trustee-Liaison Hancock

ALSO PRESENT: Ben Gilbertson, Assistant Village Manager/Director of Community and Economic Development (AVM/CED) and Tonya Zozulya, Planning and Development Manager (PDM).

CALL TO ORDER

1.0 ROLL CALL

The roll was called by **Tonya Zozulya, PDM** and **Chair Kennerley** declared a quorum to be present.

2.0 APPROVAL OF MINUTES

2.1 Approval of the Minutes of the Architectural Review Board (ARB) held on Tuesday, December 18, 2018.

Member Baskin moved and **Member Orzeski** seconded the motion to approve the minutes as written for the December 18, 2018 ARB. The motion passed unanimously by voice vote.

Chair Kennerley stated **Member Jensen** submitted his resignation from the Architectural Review Board. She noted **Member Jensen** has participated in many developments in Lincolnshire while serving for 3 ½ years with the ARB, including Pulte Homes, Camberley Club, The Gardner School, and various design and code revisions to the Village Code. She thanked him for his contribution to the ARB and the Village of Lincolnshire.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Consideration of an Identification Building Wall Sign Design for Wipfli, 100 Tri-State International (Prodigy Lighting and Sign).

PDM Zozulya summarized the petition before the board. Wipfli, an accounting and business consulting firm, relocated to the 100 Tri-State building in 2018. They are interested in identifying their 33,000 square foot office via a building wall sign facing Interstate 94. The only other signs in the Tri-State office complex are for CDW on the 75 Tri-State International building and the adjacent parking deck. The proposed Wipfli sign and the existing CDW sign will be the same white color; the Wipfli sign will have frontlit illumination (the CDW sign has



backlit illumination). She added the proposed Wipfli sign complies with the Tri-State sign ordinance, but exceeds the underlying sign code requirements in regards to sign height and, therefore, needs ARB review and review and approval of the Village Board.

Mr. Wayne Palmer of Prodigy Lighting and Sign presented renderings of the Wipfli sign indicating the height of the letters is a maximum of 36" and is flush mount to the wall. **Member McCall** questioned the ability to see the sign during the daylight, given the light color of the building. **Member Orzeske** asked about ability to see the sign travelling southbound on I-94, as well as cleanliness of the sign based on the size of the drain holes. **Mr. Palmer** said this should pose no problem. **Member Baskin** also commented on dirt accumulation and noted the scale of the sign appears to be consistent with the design of the building. **Chair Kennerley** also commented on the daytime visibility and asked if they would consider Wipfli's corporate blue color. A Wipfli representative stated the company is rebranding and their corporate colors may change. **PDM Zozulya** stated the white color is consistent with CDW signage and noted staff believes Bradford Allen, owners of the office center, would prefer color consistency for all wall signs.

Member Santosuosso moved, seconded by **Member McCall**, approval to the Village Board of the proposed identification building wall sign for Wipfli, located at 100 Tri-State International, as depicted in a presentation packet prepared by Prodigy Lighting & Sign, with the cover letter dated December 26, 2018.

The motion passed unanimously by voice vote.

- 3.2** Approval of a Minor Amendment to an Existing Special Use Permit for Ascension of Our Lord Greek Orthodox Church Regarding Building Dome Material and Color Changes, 1207 and 24325 Riverwoods Road (Ascension of Our Lord Greek Orthodox Church).

PDM Zozulya reviewed the background on this project, with the most recent appearance before the ARB being March 20, 2018 to review a request for changes to the building exterior, including the dome color. She noted the approved color for the dome is a champagne color made of aluminum material. However, due to concerns about maintenance and durability, the petitioner is proposing a zinc material for the dome; noting the color of the zinc material will be natural (unpainted) gray.

Mr. Bill Kokalias, Axios Architects, presented rendered drawings and elevations depicting the proposed gray zinc dome in contrast to the approved champagne color aluminum material. He added within 10 years of installation, it will become a darker gray due to a surface layer (patina) that will develop. **Member Baskin** noted the fascia of the church is a warmer tone. **Mr. Kokalias** agreed the fascia is a warmer tone as is the champagne color of the previously approved aluminum material. He stated the aluminum has issues with permeability. Based on consultation with building materials experts, they