



VILLAGE OF LINCOLNSHIRE

AGENDA REGULAR VILLAGE BOARD Village Hall – Board Room Monday, January 13, 2020 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

2.0 PLEDGE OF ALLEGIANCE

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report

3.11 Swearing in of Police Officer Saad Muhammad

3.2 Village Clerk's Report

3.3 Village Treasurer's Report

3.31 Revenues and Expenditures for the Month of November, 2019

3.4 Village Manager's Report

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on December 23, 2019 in the amount of \$617,067.25

4.2 Bills Presented for Payment on January 13, 2020 in the amount of \$529,757.48

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

6.0 PETITIONS AND COMMUNICATIONS

7.0 CONSENT AGENDA

7.1 Approval of December 9, 2019 Regular Village Board Meeting Minutes

- 7.2 Approval of December 9, 2019 Committee of the Whole Meeting Minutes
- 7.3 Approval of an Ordinance Amending Title 1 (Administration), Chapter 5 (Village Board) of the Lincolnshire Village Code (Village of Lincolnshire)
- 7.4 Approval of an Ordinance Amending title 2 (Boards and Commissions) Chapter 7 (Administrative Procedure to Determine Eligibility for Benefits Under the Public Safety Employee Benefits Act) Pertaining to Designating Basic Health Insurance (Village of Lincolnshire)
- 7.5 Approval of a Resolution Designating the Basic Health Insurance Plan (Village of Lincolnshire)
- 7.6 Approval of a Street Usage Permit for a 5K Run/Walk and Corresponding Bond Waiver (Lincolnshire-Prairie View School District 103 Parent-Teacher Organization)
- 7.7 Approval of an Internal Building Permit Fee Waiver for Building Repairs per Section 5-3-2A of the Lincolnshire Village Code (Vernon Area Public Library)

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 ADJOURNMENT



REVENUE / EXPENSE BUDGET SUMMARY

**Agenda Item
3.31**

PERIOD ENDING 11/30/2019
FISCAL YEAR 2019

	2018 Year-To-Date			2019 Year-To-Date		
	Revenue	Expense	OVER/(UNDER)	REVENUE	EXPENSE	OVER/(UNDER)
GENERAL FUND						
Revenue	11,643,673			11,505,143		
Administration		277,277			318,868	
Finance		299,755			319,820	
Police		2,891,127			3,130,258	
Community & Economic Dev.		925,729			771,743	
Insurance / Common		1,213,039			1,434,958	
PW: Administration		230,035			248,451	
PW: Streets & Storm Water		969,942			1,024,386	
PW: Forestry & Parks		1,216,651			1,260,319	
PW: Facilities		107,088			162,538	
Debt & Transfers		600,000			750,000	
TOTAL GENERAL FUND	\$11,643,673	\$ 8,730,642	\$ 2,913,031	\$11,505,143	\$ 9,421,342	\$ 2,083,802
ENTERPRISE FUNDS						
Water & Sanitary Sewer Revenue	4,292,830			4,522,448		
Water & Sanitary Sewer Administration		865,800			1,068,101	
Water & Sanitary Sewer Operating		3,199,245			3,253,575	
Water & Sanitary Sewer Improvements	1,133,274	1,858,391		1,613,985	1,543,132	
TOTAL ENTERPRISE FUNDS	\$ 5,426,104	\$ 5,923,436	\$ (497,332)	\$ 6,136,434	\$ 5,864,809	\$ 271,625
NON-OPERATING FUNDS						
Motor Fuel Tax	181,888	175,000	6,888	196,303	-	196,303
Fraud Alcohol Drug Enforcement	8,611	6,214	2,396	9,172	6,417	2,754
Vehicle Maintenance	326,800	415,965	(89,165)	401,425	448,032	(46,607)
E-911	328,569	317,096	11,473	102,783	115,453	(12,670)
Park Development	1,174,510	579,411	595,099	783,936	437,375	346,561
General Capital	24,363	827,498	(803,135)	420,669	751,590	(330,921)
TOTAL NON-OPERATING FUNDS	\$ 2,044,740	\$ 2,321,184	\$ (276,444)	\$ 1,914,289	\$ 1,758,867	\$ 155,422
TRUST FUNDS						
Police Pension Fund**	641,413	1,206,266	(564,853)	4,050,816	1,273,479	2,777,337
Sedgebrook SSA	1,181,819	1,152,055	29,764	1,182,632	1,152,983	29,650
TOTAL TRUST FUNDS	\$ 1,823,232	\$ 2,358,321	\$ (535,089)	\$ 5,233,448	\$ 2,426,462	\$ 2,806,986

****The Police Pension amounts are as of 10/31/2019.
The Pension Board contracts their accounting services: which sometimes results in a reporting**

**VILLAGE OF LINCOLNSHIRE
REVENUES AND EXPENSES BY FUND**

11/30/2019

91.7% of Fiscal Year is Complete

	Annual Budget	Year-to-Date	% Used	Significant Facts
GENERAL FUND				
REVENUES				
Taxes	11,148,200	9,803,223	87.9%	Sales Tax % of Budget 89.0%
				Local HR Sales Tax % of Budget 92.0%
				Food & Beverage % of Budget 97.2%
				Room & Admission % of Budget 105.1%
				Real Estate Transfer % of Budget 129.4%
Licenses & Fees	737,000	680,905	92.4%	Building Permit Fee Revenue \$241,211
				Bldg Permits % of Licenses & Fees 35.4%
Fines & Forfeitures	227,000	245,013	107.9%	
Allotments, Grants & Reimbursements	339,300	400,787	118.1%	
Miscellaneous	87,840	130,698	148.8%	
Other Income	87,000	244,517	281.1%	
TOTAL REVENUES	\$ 12,626,340	\$ 11,505,143	91.1%	
EXPENSES				
Personnel Expenses	300,520	285,051	94.9%	
Contractual Services	3,200	330	10.3%	
Other Charges	33,800	33,487	99.1%	
Administration	337,520	318,868	94.5%	
Personnel Expenses	311,940	286,106	91.7%	
Contractual Services	23,630	30,784	130.3%	
Other Charges	4,720	2,930	62.1%	
Finance	340,290	319,820	94.0%	
Personnel Expenses	3,678,090	2,707,313	73.6%	
Contractual Services	152,760	131,209	85.9%	
Commodities	34,660	38,477	111.0%	
Other Charges	147,100	112,760	76.7%	
Transfers Out	168,600	140,500	83.3%	
Police	4,181,210	3,130,258	74.9%	
Personnel Expenses	473,050	443,619	93.8%	
Contractual Services	157,800	74,902	47.5%	
Other Charges	481,350	249,205	51.8%	
Transfers Out	4,820	4,017	83.3%	
Community & Economic Dev.	1,117,020	771,743	69.1%	
Contractual Services	1,534,720	1,391,990	90.7%	
Commodities	14,400	8,565	59.5%	
Other Charges	82,100	34,404	41.9%	
Insurance & Common	1,631,220	1,434,958	88.0%	
Public Works				
Personnel Expenses	205,940	192,847	93.6%	
Contractual Services	36,500	43,146	118.2%	
Other Charges	12,730	12,459	97.9%	
Admin	255,170	248,451	97.4%	
Personnel Expenses	529,650	551,553	104.1%	
Contractual Services	472,700	233,576	49.4%	
Commodities	94,300	105,248	111.6%	
Other Charges	13,630	13,583	99.7%	
Transfers Out	144,510	120,425	83.3%	
Streets	1,254,790	1,024,386	81.6%	
Personnel Expenses	550,230	514,910	93.6%	
Contractual Services	622,980	607,586	97.5%	Includes Insurance Covered Exp
Commodities	51,000	36,167	70.9%	
Other Charges	10,730	9,332	87.0%	
Transfers Out	110,790	92,325	83.3%	
Parks & Open Space	1,345,730	1,260,319	93.7%	
Contractual Services	167,300	138,570	82.8%	
Commodities	19,000	17,137	90.2%	
Other Charges	3,000	2,815	93.8%	
Transfers Out	4,820	4,017	83.3%	
Buildings & Grounds	194,120	162,538	83.7%	
Transfers Out	1,837,591	750,000	40.8%	
Debt & Transfers	1,837,591	750,000	40.8%	
TOTAL EXPENSES	\$ 12,494,661	\$ 9,421,342	75.4%	

Annual Budget	Year-to-Date	% Used	Significant Facts
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WATER & SEWER FUND

REVENUES

Licenses & Fees	5,221,000	4,506,112	86.3%
Miscellaneous Revenue	10,000	11,728	117.3%
Other Income	4,000	4,608	115.2%
TOTAL REVENUES	\$ 5,235,000	\$ 4,522,448	86.4%

EXPENSES

Personnel Expenses	257,670	242,453	94.1%
Contractual Services	223,245	221,749	99.3%
Commodities	1,600	947	59.2%
Other Charges	2,320	2,131	91.9%
Other Expenses	-	-	0.0%
Transfers Out	801,095	600,821	75.0%
Administration	1,285,930	1,068,101	83.1%
Personnel Expenses	543,330	484,099	89.1%
Contractual Services	3,296,630	2,683,299	81.4%
Commodities	27,450	37,893	138.0%
Other Charges	33,000	8,143	24.7%
Transfers Out	48,170	40,142	83.3%
Operating	3,948,580	3,253,575	82.4%
TOTAL EXPENSES	\$ 5,234,510	\$ 4,321,677	82.6%

WATER & SEWER IMPROVEMENT FUND

REVENUES

Licenses & Fees	150,350	256,813	170.8%
Miscellaneous Revenue	-	-	0.0%
Other Income	7,000	6,351	90.7%
Transfers	1,813,040	1,350,821	74.5%
TOTAL REVENUES	\$ 1,970,390	\$ 1,613,985	81.9%

EXPENSES

Capital Outlay	2,474,000	1,543,132	62.4%
TOTAL EXPENSES	\$ 2,474,000	\$ 1,543,132	62.4%

MOTOR FUEL TAX FUND

REVENUES

Allotments, Grants & Reimbursements	183,820	195,379	106.3%
Other Income	500	925	184.9%
TOTAL REVENUES	\$ 184,320	\$ 196,303	106.5%

EXPENSES

Capital Projects	175,000	-	0.0%
TOTAL EXPENSES	\$ 175,000	\$ -	0.0%

FRAUD, ALCOHOL & DRUG ENFORCEMENT FUND

REVENUES

Other Income	-	9,172	0.0%
TOTAL REVENUES	\$ -	\$ 9,172	0.0%

EXPENSES

Other Charges	21,210	6,417	30.3%
Transfers	43,500	-	0.0%
TOTAL EXPENSES	\$ 64,710	\$ 6,417	9.9%

VEHICLE MAINTENANCE FUND

REVENUES

Transfers	481,710	401,425	83.3%
TOTAL REVENUES	\$ 481,710	\$ 401,425	83.3%

EXPENSES

Personnel Expenses	188,990	181,233	95.9%
Contractual Services	162,720	134,453	82.6%
Commodities	119,300	125,728	105.4%
Other Charges	10,850	6,618	61.0%
TOTAL EXPENSES	\$ 481,860	\$ 448,032	93.0%

Annual Budget	Year-to-Date	% Used	Significant Facts
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E911 FUND

REVENUES

Taxes	340,000	102,767	30.2%
Other Income	50	16	31.4%
Transfers	-	-	0.0%
TOTAL REVENUES	\$ 340,050	\$ 102,783	30.2%

EXPENSES

Contractual Services	360,050	115,453	32.1%
TOTAL EXPENSES	\$ 360,050	\$ 115,453	32.1%

PARK DEVELOPMENT FUND

REVENUES

Other Income	624,500	783,936	125.5%
TOTAL REVENUES	\$ 624,500	\$ 783,936	125.5%

EXPENSES

Other Charges	-	-	0.0%
Transfers	991,000	437,375	44.1%
TOTAL EXPENSES	\$ 991,000	\$ 437,375	44.1%

GENERAL CAPITAL

REVENUES

Grants	-	(16,706)	0.0%
Other Income	917,740	-	0.0%
Transfers In	1,860,146	437,375	23.5%
TOTAL REVENUES	\$ 2,777,886	\$ 420,669	15.1%

EXPENSES

Facilities	290,000	143,391	49.4%
Equipment	169,000	112,645	66.7%
Furniture & Fixtures	-	-	0.0%
Storm Sewer & Water	947,000	260,534	27.5%
Parks	1,041,000	179,899	17.3%
Roadways	527,500	47,366	9.0%
Vehicles	105,000	-	0.0%
Miscellaneous Capital	37,000	7,755	21.0%
TOTAL EXPENSES	\$ 3,116,500	\$ 751,590	24.1%

POLICE PENSION FUND**

REVENUES

Taxes	855,000	839,926	98.2%	Property Taxes
Miscellaneous Revenue	210,630	199,410	94.7%	
Other Income	170,330	3,011,480	1768.0%	Investment Income
TOTAL REVENUES	\$ 1,235,960	\$ 4,050,816	327.7%	

EXPENSES

Contractual Services	92,300	94,460	102.3%
Other Charges	8,600	4,826	56.1%
Other Charges	1,135,060	1,174,193	103.4%
TOTAL EXPENSES	\$ 1,235,960	\$ 1,273,479	103.0%

***The Police Pension amounts are as of 10/31/2019.*

The Pension Board contracts their accounting services; which sometimes results in a reporting delay.

SEDGEBROOK SSA

REVENUES

Taxes	1,164,070	1,162,508	99.9%
Other Income	21,000	20,125	95.8%
TOTAL REVENUES	\$ 1,185,070	\$ 1,182,632	99.8%

Interest Income

EXPENSES

Contractual Services	23,500	5,170	22.0%
Capital Outlay	1,161,570	1,147,813	98.8%
TOTAL EXPENSES	\$ 1,185,070	\$ 1,152,983	97.3%

VILLAGE OF LINCOLNSHIRE

BILLS PRESENTED FOR PAYMENT
12/23/2019

General Fund	\$	209,028.97
Water & Sewer Fund	\$	220,595.97
Motor Fuel Tax		
Water & Sewer Improvement Fund	\$	104,720.36
Fraud, Alcohol, Drug Enforcement		
Vehicle Maintenance Fund	\$	19,971.23
Park Development Fund		
Sedgebrook SSA		
General Capital Fund	\$	62,750.72
GRAND TOTAL	\$	617,067.25

Brad Burke, Village Manager

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
 INVOICE DUE DATES 12/10/2019 - 12/23/2019
 JOURNALIZED
 BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: 4IMPRINT, INC.		
589556	Credit for tax	(60.43)
587223	Credit for broken Village Board mug	(10.78)
19092248	New Logo - Village Board Mugs & vacuum	1,039.47
TOTAL VENDOR 4IMPRINT, INC.		968.26
VENDOR NAME: A T & T		
148060081-12/19	12/12/19 - 01/11/20 NP Internet Svc	67.58
TOTAL VENDOR A T & T		67.58
VENDOR NAME: ADOBE SYSTEMS INCORPORATED		
2019-12	December 2019 Creative Cloud	53.11
TOTAL VENDOR ADOBE SYSTEMS INCORPORATEI		53.11
VENDOR NAME: AEREX PEST CONTROL SERVICES, INC.		
2310619	Pest Control Services - Public Works	55.00
2310613	Pest Control Services - Village Hall	55.00
TOTAL VENDOR AEREX PEST CONTROL SERVICES		110.00
VENDOR NAME: ALTORFER INDUSTRIES, INC.		
PM600286002	Northampton Lift Station Generator Ser Re	729.06
TOTAL VENDOR ALTORFER INDUSTRIES, INC.		729.06
VENDOR NAME: AMAZON.COM		
1131217899808185	Holiday Tree Lighting Equipment	164.88
114-1194462-4313	2019 Stylebook	21.62
1130551828028580	Decor for VH Planters & Clocks for Terry H	37.11
1137184469768744	Coffee Pot for North Park	58.50
1130487977126744	Birch Branches for VH Planters	64.95
1137784060285540	Charger & Cable to TV	71.98
114-4813634-5389	Logitech Laser Pointer_CED	30.99
1138180197700100	Caution & Danger Tape	143.90
113-8184288-7591	Flashdrives 32 gb & 64 gb	383.75
113-7291276-7280	Admin/CED Camera & memory card	1,060.94
TOTAL VENDOR AMAZON.COM		2,038.62
VENDOR NAME: AMERICAN PRINTING TECHNOLOGIES		
19-LS12	12 2019 UB Print Service	465.00
19-LS12-P	12 2019 UB Postage	931.11
TOTAL VENDOR AMERICAN PRINTING TECHNOLO		1,396.11
VENDOR NAME: AMERICAN VACTOR SERVICES		
21265	Cleaning PW Shop Flood Drain	1,600.00
21359	Vactor & Root Cutting Throughout Village	6,400.00
TOTAL VENDOR AMERICAN VACTOR SERVICES		8,000.00
VENDOR NAME: AMERICAN WELDING & GAS, INC.		
06768716	November Cylinder Rental	111.85
TOTAL VENDOR AMERICAN WELDING & GAS, INC		111.85
VENDOR NAME: ANCEL GLINK DIAMOND BUSH		
73587a	BD Bond Escrow Attorney Fee_Aloft Hotel_	115.00
73587b	BD Bond Escrow Attorney Fee_Lincolnshire	1,092.50
73587c	BD Bond Escrow Attorney Fee_The St. Jarr	230.00
73587d	BD Bond Escrow Attorney Fee_Loft 21 H.Y.	57.50
3165092-2019-11	November 2019 Legal Fees	4,945.00
TOTAL VENDOR ANCEL GLINK DIAMOND BUSH		6,440.00

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
 INVOICE DUE DATES 12/10/2019 - 12/23/2019
 JOURNALIZED
 BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ARLINGTON HEIGHTS FORD		
98424	Squad 1802 Repairs	964.27
883845	Truck 236 DEF kit	652.29
883670	Truck 240 Door Check	13.50
883671	Ford Turn Signal Bulbs	36.08
881344	Squad 102 Turn Signal Switch	77.91
881350	Core Credit Return	(100.00)
882909	Truck 241 Front Brakes	362.54
882644	Squad 106 Washer Parts	84.60
882711	Squad TPMS Sensors	237.48
TOTAL VENDOR ARLINGTON HEIGHTS FORD		2,328.67
VENDOR NAME: ATP ENTERPRISE GROUP INC.		
1210-2	Soffit Repairs	2,525.00
TOTAL VENDOR ATP ENTERPRISE GROUP INC.		2,525.00
VENDOR NAME: BADE SUPPLY		
31631	Paper Products	686.16
TOTAL VENDOR BADE SUPPLY		686.16
VENDOR NAME: BADGER METER		
80041695	Meter Reading	165.78
TOTAL VENDOR BADGER METER		165.78
VENDOR NAME: BASECAMP WEB SOLUTIONS		
2800	Website update, 2020 license fees, & 2020	2,718.75
TOTAL VENDOR BASECAMP WEB SOLUTIONS		2,718.75
VENDOR NAME: BAXTER & WOODMAN INC.		
0209914	Update Construction Standards-PW	250.00
TOTAL VENDOR BAXTER & WOODMAN INC.		250.00
VENDOR NAME: BEN GILBERTSON		
12192019	2019 Mileage Reimbursement_10/7/2019.	71.35
TOTAL VENDOR BEN GILBERTSON		71.35
VENDOR NAME: BLACKBOARD, INC		
1338407	2020 Subscription	6,600.00
TOTAL VENDOR BLACKBOARD, INC		6,600.00
VENDOR NAME: BOLLINGER, LACH & ASSOC		
19935-7	Crosstown Water Main Professional Service	3,600.95
19929-3	Seg. 3 Crosstown Water Main Design 10-1	27,291.47
TOTAL VENDOR BOLLINGER, LACH & ASSOC		30,892.42
VENDOR NAME: BONNELL INDUSTRIES INC.		
0189883	Bonnell Salt Spreader/Spinner Rebuild Part	1,089.90
0188982	Skid Steer Plow	3,513.40
TOTAL VENDOR BONNELL INDUSTRIES INC.		4,603.30
VENDOR NAME: BRANIFF COMMUNICATIONS, INC.		
32539	2020 Annual Maintenance Agreement Outc	2,950.00
TOTAL VENDOR BRANIFF COMMUNICATIONS, INC		2,950.00
VENDOR NAME: BRIGHT LIGHT SIGN CO		
TM-15537	Village Hall Holiday Lights Payment 2 of 2	3,162.50

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
 INVOICE DUE DATES 12/10/2019 - 12/23/2019
 JOURNALIZED
 BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: BRIGHT LIGHT SIGN CO		
	TOTAL VENDOR BRIGHT LIGHT SIGN CO	3,162.50
VENDOR NAME: BUCK BROS., INC.		
242710	Pole Chain Saw Parts	66.86
242709	2 Cycle Gas	143.84
06727813	Weed Whip	329.99
243413	Brush Cutter Blade Guard	32.61
	TOTAL VENDOR BUCK BROS., INC.	573.30
VENDOR NAME: BURK ELIZABETH		
2018	Senior Citizen Property Tx Relief Refund	310.18
	TOTAL VENDOR BURK ELIZABETH	310.18
VENDOR NAME: BURRIS EQUIPMENT CO.		
WI36568	Pressure Washer	999.00
	TOTAL VENDOR BURRIS EQUIPMENT CO.	999.00
VENDOR NAME: CINTAS CORPORATION #47P		
4036140343	Weekly Uniform Rental - Public Works	104.07
4036780771	Weekly Uniform Rental - Public Works	104.07
4037360423	Weekly Uniform Rental - Public Works	104.41
	TOTAL VENDOR CINTAS CORPORATION #47P	312.55
VENDOR NAME: CLARK BAIRD SMIH LLP		
11989	November 2019 Legal Fees - Sgt Petition F	5,865.00
	TOTAL VENDOR CLARK BAIRD SMIH LLP	5,865.00
VENDOR NAME: COMCAST CABLE		
Dec 2019_0211371	Dec_Jan 2020_VH Internet_1 Olde Half Da	24.00
91547966	December 2019 Ethernet VPN Connection(172.38
Dec-Jan 2020_0023	Nov_Dec_Jan 2020 Village Hall Cable_1 Ol	24.96
	TOTAL VENDOR COMCAST CABLE	221.34
VENDOR NAME: COMED		
6123019023-12-19	Rate 25 Street Lighting 11-4-19 to 12-5-19	231.49
3427049011-11-19	Rate 23 Street Lighting 10-21-19 to 11-19	936.18
9047167009-11-19	Londonderry Pumping 10-29-19 to 11-27-19	215.28
1480099064	Interconnect Pumping Meter 10-28-19 to 11-27-19	28.85
0995113016-12-19	Entry Sign @ Milwaukee & OHDR 10-30-19 to 11-27-19	52.53
0339014158-12-19	Riverwoods @ Everett Street Lighting 10-30-19 to 11-27-19	5.30
3038188003-12-19	Northampton SAN. Sump Meter 10-30-19 to 11-27-19	28.69
7299013001-12-19	Farrington Pumping 10-30-19 to 12-2-19	98.56
3038275001-12-19	Whytegate Park 10-30-19 to 12-2-19	43.36
1864074001-11-19	Spring Lake Park 10-29-19 to 11-27-19	127.11
3168065033-12-19	Brookwood Liftstation 10-30-19 to 12-2-19	81.31
4803164127-12-19	OHDR Bike Path Lighting 10-30-19 to 12-2-19	47.50
5760114015-11-19	Riverside Drive Liftstation Pumping 10-29-19 to 11-27-19	115.21
1131144094-11-19	Trailhead Park Lighting 10-29-19 to 11-27-19	30.47
7128083006-11-19	Westwood Pumping Meter 10-29-19 to 11-27-19	99.10
6520050011-12-19	Fallstone Pumping Meter 10-30-19 to 12-2-19	140.59
0268410000-12-19	207 Northampton Pumping 10-30-19 to 12-2-19	67.43
0777044014-12-19	Old Mill Liftstation 10-30-19 to 12-2-19	116.23
1475038068-12-19	Riverside Drive (2 Street Lights) 11-1-19 to 11-27-19	35.30
	TOTAL VENDOR COMED	2,500.49
VENDOR NAME: CONSTELLATION NEWENERGY, INC.		
16251012801	Electric supply ESR 10-29-19 to 11-27-19	3,586.29
16260831801	Electric supply Londonderry Liftstation 10-29-19 to 11-27-19	284.86

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: CONSTELLATION NEWENERGY, INC.		
16260831901	Electric supply Spring Lake Park 10-29-19	65.33
16266713801	Electric supply WSR 10-29-19 - 11-27-19	2,403.71
16266935801	Electric supply NP 10-30-19 to 12-2-19	2,000.66
TOTAL VENDOR CONSTELLATION NEWENERGY, II		8,340.85
VENDOR NAME: CRITICAL REACH		
20-276	2020 Membership Critical Reach	300.00
TOTAL VENDOR CRITICAL REACH		300.00
VENDOR NAME: DELLEFIELD, DOLORES		
2018	Senior Citizen Property Tx Relief Refund	147.78
TOTAL VENDOR DELLEFIELD, DOLORES		147.78
VENDOR NAME: DIVINCI PAINTERS		
32595	Village Hall Stairwell Painting	7,588.00
32596	Spring Lake Park Pavillion Floor Painting	1,722.00
TOTAL VENDOR DIVINCI PAINTERS		9,310.00
VENDOR NAME: DOOR SYSTEMS		
876789	PW Garage Door Broke	490.35
TOTAL VENDOR DOOR SYSTEMS		490.35
VENDOR NAME: DUSTCATCHERS & A LOGO MAT INC		
67455	Floor Mat Service - Village Hall 11-12-19	14.00
67960	Floor Mat Service - Village Hall 11-26-19	14.00
67456	Floor Mat Service - Public Works 11-12-19	59.50
67959	Floor Mat Service - Public Works 11-26-19	59.50
TOTAL VENDOR DUSTCATCHERS & A LOGO MAT I		147.00
VENDOR NAME: ENGINEERING RESOURCE ASSOCIATES INC		
15051000.08	DPR Analysis for Drainage Study - Professi	2,400.00
TOTAL VENDOR ENGINEERING RESOURCE ASSOC		2,400.00
VENDOR NAME: ERNIE'S WRECKER SERV		
E156884	Truck 252 Tow to Rush Truck Carol Strean	375.00
TOTAL VENDOR ERNIE'S WRECKER SERV		375.00
VENDOR NAME: EVENTBRITE		
12062019	APWA Lake Branch Holiday Luncheon (BW,	180.00
TOTAL VENDOR EVENTBRITE		180.00
VENDOR NAME: EXTRA SPACE STORAGE		
11302019	December 2019 Storage Fee for Special Ev	297.00
TOTAL VENDOR EXTRA SPACE STORAGE		297.00
VENDOR NAME: FEDEX		
686411824	Overnight ship test results to IEPA	66.19
TOTAL VENDOR FEDEX		66.19
VENDOR NAME: FIRST CHOICE SERVICES-CHICAGO WEST		
043815	Cups	245.24
TOTAL VENDOR FIRST CHOICE SERVICES-CHICA		245.24
VENDOR NAME: FIRST COMMUNICATIONS		
118711498	11 2019- T-1 Line	281.72

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: FIRST COMMUNICATIONS		
	TOTAL VENDOR FIRST COMMUNICATIONS	281.72
VENDOR NAME: FIRST MIDWEST BANK		
1119	11 2019 Lockbox Service	424.81
	TOTAL VENDOR FIRST MIDWEST BANK	424.81
VENDOR NAME: FLASHDEALER, LLC		
35040	USB FlashDrive_Custom Color & Logo_CEE	434.00
	TOTAL VENDOR FLASHDEALER, LLC	434.00
VENDOR NAME: FOREMAN, JD		
326535	R & R Storm Sewer	161.00
325709	106 Surrey - Concrete Riser Rings	78.00
326094	106 Surrey - Concrete Risers	534.00
325221	Spring Lake Park Pipe Replacement	366.80
	TOTAL VENDOR FOREMAN, JD	1,139.80
VENDOR NAME: FORESTER SHOP		
FS19-25327	Winter Work Gloves	148.50
	TOTAL VENDOR FORESTER SHOP	148.50
VENDOR NAME: GALAZY UNDERGROUND INC.		
7912	Cumberland Improvements	24,195.00
	TOTAL VENDOR GALAZY UNDERGROUND INC.	24,195.00
VENDOR NAME: GALLERY COLLECTION		
19E0092900	2019 Holiday cards	211.03
	TOTAL VENDOR GALLERY COLLECTION	211.03
VENDOR NAME: GARVEY'S OFFICE PRODUCTS		
PINV1834913	Toner and 2020 Calendars,	544.69
	TOTAL VENDOR GARVEY'S OFFICE PRODUCTS	544.69
VENDOR NAME: GAS DEPOT OIL COMPANY		
75619	On Road Diesel	2,819.55
	TOTAL VENDOR GAS DEPOT OIL COMPANY	2,819.55
VENDOR NAME: GERSHBERG YAKOV		
2018	Senior Citizen Property Tx Relief Refund	179.06
	TOTAL VENDOR GERSHBERG YAKOV	179.06
VENDOR NAME: GEWALT HAMILTON ASSOCIATES		
3794.012-3	Lincolnshire-Riverwoods ITEP Professional	2,647.74
	TOTAL VENDOR GEWALT HAMILTON ASSOCIATES	2,647.74
VENDOR NAME: GRAINGER, INC.		
9373720953	North Park Light Bulbs	336.60
9384391505	Shop Air Hoses	141.83
8129325070	Air Compressor Repair	70.06
9372198789	Pool Skimmers for Ice Rink at North Park	75.80
	TOTAL VENDOR GRAINGER, INC.	624.29
VENDOR NAME: HIGHLAND PARK, CITY OF		
009297-11-19	11/2019 Water Purchase 3517 cuft Metr 7	8,556.86
009348-11-19	11/2019 Water Purchase 30210 cuft Metr :	73,500.93
251757	Water Sampling done between July - Septe	585.00

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: HIGHLAND PARK, CITY OF		
	TOTAL VENDOR HIGHLAND PARK, CITY OF	82,642.79
VENDOR NAME: HOME DEPOT CREDIT SERVICES		
2012050	PW Lighting	36.31
2012106	Tennis Court Rack Up Maintenance	39.21
2015341	Streets Miscellaneous Materials	32.69
8103194	Miscellaneous Hardware	117.56
3015141	Storm Repairs	30.27
9014469	Lights	9.05
8014565	Hardware for Parks Equipment	67.66
14337	Tools for Shop	63.56
7011503	Storm Sewer Materials	9.65
3011971	Holiday Tree Lighting	109.88
8011376	Dowel Rods for Tennis Court Rack Ups	4.30
9011213	Sign/Post Repair/Replace	85.03
9011186	Tree Removal Equipment	57.79
11027	Village Hall Construction Material	34.25
4351275	Village Hall Construction Material	7.34
4010524-1	Storm Sewer Repair	20.99
7010177	Mailbox Repairs from Snow Plowing	9.56
7010143	Extention Cords & Reels	108.02
	TOTAL VENDOR HOME DEPOT CREDIT SERVICES	843.12
VENDOR NAME: ICMA MEMBERSHIP RENEWALS		
BF302S8242DF	2020 ICMA Annual Membership_Ben Gilber	960.00
	TOTAL VENDOR ICMA MEMBERSHIP RENEWALS	960.00
VENDOR NAME: ILCMA		
1162697661	2019 ILCMA Speed Coaching-Luncheon x 3	60.00
	TOTAL VENDOR ILCMA	60.00
VENDOR NAME: IMPACT NETWORKING, LLC		
1634605	Dory and PW Base Charge 12/06/19 - 01/0	147.00
	TOTAL VENDOR IMPACT NETWORKING, LLC	147.00
VENDOR NAME: IMRF		
86373	12 2019 Member & Employer Contribution	43,385.56
	TOTAL VENDOR IMRF	43,385.56
VENDOR NAME: INNER SECURITY SYSTEMS		
114240	Radio transmitter to fire dept - NP Concess	246.00
114239	Radio transmitter to fire dept - North Park	156.00
114242	Radio transmitter to fire dept - Village Hal	156.00
114241	Radio transmitter to fire dept - Spring Lak	246.00
114205	Radio transmitter to fire dept - Public Worl	156.00
	TOTAL VENDOR INNER SECURITY SYSTEMS	960.00
VENDOR NAME: INSIGHT PUBLIC SECTOR SLED		
1100702882	Computer Monitors, Cables, Computer Equ	2,214.45
	TOTAL VENDOR INSIGHT PUBLIC SECTOR SLED	2,214.45
VENDOR NAME: INTERDEV, LLC		
MSP1023758-1	November 2019 IT Services	5,518.62
MSP1023758-2	November 2019 License Fees	308.00
	TOTAL VENDOR INTERDEV, LLC	5,826.62
VENDOR NAME: INTERSTATE ALL BATTERY CENTER		
49919204	Truck 243 Battery	130.51

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: INTERSTATE ALL BATTERY CENTER		
76568	Mini Loader & Toro Polar Trac Batteries	220.22
TOTAL VENDOR INTERSTATE ALL BATTERY CENTI		350.73
VENDOR NAME: KLOMPUS, ELEANOR		
2018	Senior Citizen Property Tx Relief Refund	90.70
TOTAL VENDOR KLOMPUS, ELEANOR		90.70
VENDOR NAME: KNOWBE4 INC		
INV72469	KnowBe\$ Security Awareness Training_3 Y	2,486.86
TOTAL VENDOR KNOWBE4 INC		2,486.86
VENDOR NAME: LAKE COUNTY DIV OF TRANSPORATION		
430027462	4th Quarter Traffic Signal Maintenance 201	1,540.46
TOTAL VENDOR LAKE COUNTY DIV OF TRANSPOF		1,540.46
VENDOR NAME: LAKE COUNTY PUBLIC WORKS		
LCPW-10-31-19	Sanitary sewer treatment bill dates 9-16-1	107,454.96
TOTAL VENDOR LAKE COUNTY PUBLIC WORKS		107,454.96
VENDOR NAME: LAKE COUNTY RECORDER OF DEEDS		
7609293	BD Bond Escrow_Recording Fee_350 Knigh	51.00
58802+1124	CED_Recording Fee_Whytegate HOA & Coj	61.00
TOTAL VENDOR LAKE COUNTY RECORDER OF DEI		112.00
VENDOR NAME: LAKE COUNTY STORMWATER MGMT COMMISS		
12162019	SMC Review - Detention Basin Constructio	2,380.00
001	Operation and Maintenance of Gauge FY20	3,600.00
TOTAL VENDOR LAKE COUNTY STORMWATER MG		5,980.00
VENDOR NAME: LALUZERNE & SMITH, LTD.		
November 2019	Nov. 2019 Legal Services	3,622.50
TOTAL VENDOR LALUZERNE & SMITH, LTD.		3,622.50
VENDOR NAME: LENNY HOFFMAN EXCAVATING, INC.		
19-1833	Crosstown Water Main Construction	73,827.94
TOTAL VENDOR LENNY HOFFMAN EXCAVATING, I		73,827.94
VENDOR NAME: LEXIPOL, LLC		
31760	2020 Subscription to Lexipol Policy Manag	9,618.00
TOTAL VENDOR LEXIPOL, LLC		9,618.00
VENDOR NAME: LIBERTYVILLE CHEVROLET		
219962	Squad 1621 Repairs	1,288.97
TOTAL VENDOR LIBERTYVILLE CHEVROLET		1,288.97
VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD		
10691	Plan Review_600 Knightsbridge_EH Wachs	595.00
10689	Plan Review_505 Schelster Rd_Kubota Engi	319.00
TOTAL VENDOR LINCOLNSHIRE RIVERWOODS FP		914.00
VENDOR NAME: LINCOLNSHIRE VILLAGE-PETTY CASH		
12232019	12/23/19 Petty Cash Reimbursements	88.06
12232019A	12/23/19 Petty Cash Reimbursements	95.75
TOTAL VENDOR LINCOLNSHIRE VILLAGE-PETTY C		183.81

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: LOWE'S		
396828905	(8) 72" X 20" Folding Tables for Village Ha	454.57
TOTAL VENDOR LOWE'S		454.57
VENDOR NAME: MALKO COMMUNICATION		
5131	November Emergency Service to Village IT	770.00
TOTAL VENDOR MALKO COMMUNICATION		770.00
VENDOR NAME: MANKOFF INDUSTRIES		
5056	December UST Inspections	660.00
5029	November UST Inspections	660.00
TOTAL VENDOR MANKOFF INDUSTRIES		1,320.00
VENDOR NAME: MARIANO		
2019Chili	Chili Cookoff Supplies	30.08
TOTAL VENDOR MARIANO		30.08
VENDOR NAME: MASTER HYDRAULICS &		
30762	Truck 252 Plow Lift Cylinder Rebuild	328.00
TOTAL VENDOR MASTER HYDRAULICS &		328.00
VENDOR NAME: MATSEIUNAS, LIUDMILA		
2018	Senior Citizen Property Tx Relief Refund	298.36
TOTAL VENDOR MATSEIUNAS, LIUDMILA		298.36
VENDOR NAME: MATT SETTLER		
11132019	Special Event Consultant Services_2019 B	80.00
TOTAL VENDOR MATT SETTLER		80.00
VENDOR NAME: MICHAEL MERANDA JR.		
191312	12/9/19 RVB/COW Mtgs.	120.00
192012	12/16/19 ARB Mtg.	127.50
TOTAL VENDOR MICHAEL MERANDA JR.		247.50
VENDOR NAME: MICRO MOTION, INC.		
40566691	Flow X-Meter Replacement	1,990.00
TOTAL VENDOR MICRO MOTION, INC.		1,990.00
VENDOR NAME: MIDWEST HOSE & FITTINGS, INC.		
133569	Truck 251 Air Brake Parts	16.40
TOTAL VENDOR MIDWEST HOSE & FITTINGS, INC		16.40
VENDOR NAME: MIDWEST METER INC.		
0116994	Water Meters	5,243.50
TOTAL VENDOR MIDWEST METER INC.		5,243.50
VENDOR NAME: MOTOROLA SOLUTIONS - STARCOM21		
4630820191101	Dec. 2019 Starcom Monthly Use Rate	952.00
TOTAL VENDOR MOTOROLA SOLUTIONS - STARC		952.00
VENDOR NAME: MUNICIPAL GIS PARTNERS, INC.		
4672	GIS staffing and services for November 20	5,065.84
TOTAL VENDOR MUNICIPAL GIS PARTNERS, INC.		5,065.84
VENDOR NAME: NAPA AUTO PARTS -WHE		
551933	3/4" Sockets	134.99

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: NAPA AUTO PARTS -WHE		
	TOTAL VENDOR NAPA AUTO PARTS -WHE	134.99
VENDOR NAME: NORTH SHORE GAS		
606253075-01-12-	Well # 3 Gas Service 10-12-19 to 11-8-19	99.80
603028481-01-12-	NP Concession Gas Service 11-9-19 to 12-	54.04
604290016-03-12-	Farrington Liftstation 11-9-19 to 12-11-19	32.65
606017125-01-12-	24400 Riverwoods 11-9-19 to 12-11-19	34.33
604290016-05-12-	207A Northampton 11-9-19 to 12-11-19	34.33
604290016-01-12-	Old Mill Liftstation 11-9-19 to 12-11-19	32.22
604290016-04-12-	Fallstone Liftstation 11-8-19 to 12-11-19	34.33
603028481-01-12-	NP Maint. Bldg Gas Services 11-9-19 to 12	135.55
604290016-02-12-	Westwood Liftstation 11-9-19 to 12-11-19	34.80
606253075-01-12-	Well #3 Gas Service 11-9-19 to 12-11-19	161.60
	TOTAL VENDOR NORTH SHORE GAS	653.65
VENDOR NAME: NORTH SUBURBAN EMPLOYEE BENEFIT COO		
1119M	November 2019 Medical Insurance Premiu	74,619.61
1219D	December 2019 Dental Premiums	6,600.00
	TOTAL VENDOR NORTH SUBURBAN EMPLOYEE BE	81,219.61
VENDOR NAME: NORTHWEST ELECTRICAL SUPPLY		
17447170	South Village Green Bridge Lights	55.00
17447172	South Village Green Retrofit	747.31
	TOTAL VENDOR NORTHWEST ELECTRICAL SUPPL	802.31
VENDOR NAME: NPELRA		
bgd5a18759	Active Membership - Gilbertson	230.00
	TOTAL VENDOR NPELRA	230.00
VENDOR NAME: O'HERRON CO INC		
1967422-IN	Uniform Pants - Kantner	75.41
1968347-IN	Uniform Shirts - Bethel	82.20
	TOTAL VENDOR O'HERRON CO INC	157.61
VENDOR NAME: ORIENTAL TRADING CO.		
699291620	2019 Holday Tree Lighting_Goldtone Jingle	157.29
699291620-credit	2019 Holiday Tree Lighting_Jingle Bells_Or	(27.30)
	TOTAL VENDOR ORIENTAL TRADING CO.	129.99
VENDOR NAME: PADDOCK PUBLICATIONS, INC.		
34597	Weed Bid Notice	45.00
	TOTAL VENDOR PADDOCK PUBLICATIONS, INC.	45.00
VENDOR NAME: PANERA BREAD		
507117	2020 Census Meeting	32.97
	TOTAL VENDOR PANERA BREAD	32.97
VENDOR NAME: PATRICK ENGINEERING		
21977.059-2	Phase III - Rt 22 Access - Professional Ser	7,663.15
	TOTAL VENDOR PATRICK ENGINEERING	7,663.15
VENDOR NAME: PAYLOCITY		
105886766	12/20/19 Pay Services	663.15
	TOTAL VENDOR PAYLOCITY	663.15
VENDOR NAME: PBA, INC./FLEXIBLE BENEFITS		
131034	December 2019 Flex Record Keeping	200.00

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VENDOR NAME: PBA, INC./FLEXIBLE BENEFITS		
	TOTAL VENDOR PBA, INC./FLEXIBLE BENEFITS	200.00
VENDOR NAME: PEAVEY COMPANY		
365008	Evidence Tape - 5 rolls	77.75
	TOTAL VENDOR PEAVEY COMPANY	77.75
VENDOR NAME: PIZANOS PIZZA		
930553410294847	Snow & Ice Training Lunch on 11-11-19	282.09
	TOTAL VENDOR PIZANOS PIZZA	282.09
VENDOR NAME: PLAQUEMAKER		
494919a	New Village Board name plates	240.67
	TOTAL VENDOR PLAQUEMAKER	240.67
VENDOR NAME: QUILL CORPORATION		
3241009	CD Sleeves	72.45
	TOTAL VENDOR QUILL CORPORATION	72.45
VENDOR NAME: REINDERS, INC.		
4268329-00	Turface & Sprayer	901.08
	TOTAL VENDOR REINDERS, INC.	901.08
VENDOR NAME: RUSH TRUCK CENTERS		
3017455415	Truck 252 Emergency Repair	1,712.44
	TOTAL VENDOR RUSH TRUCK CENTERS	1,712.44
VENDOR NAME: SAFETY KLEEN CORP.		
81365340	Parts Washer Service	390.07
	TOTAL VENDOR SAFETY KLEEN CORP.	390.07
VENDOR NAME: SAM'S CLUB		
2019Chili	Chili Cookoff Supplies	65.40
4328584989	Admin/PW Club Membership Plus	152.21
	TOTAL VENDOR SAM'S CLUB	217.61
VENDOR NAME: SPRING ALIGN OF PALATINE		
114146	Truck 252 Leaf Spring R & R	798.73
	TOTAL VENDOR SPRING ALIGN OF PALATINE	798.73
VENDOR NAME: ST AUBIN NURSERY & LANDSCAPING INC		
1849	Parkway Tree Plantings	7,200.00
	TOTAL VENDOR ST AUBIN NURSERY & LANDSCAF	7,200.00
VENDOR NAME: SUBURBAN ACCENTS, INC.		
28973	Repair Squad #106 Graphics (Case#2019-	375.00
	TOTAL VENDOR SUBURBAN ACCENTS, INC.	375.00
VENDOR NAME: TKG ENVIRONMENTAL SERVICES GROUPLLC		
CRO014516T	Leaf Season Sweeps	1,750.00
	TOTAL VENDOR TKG ENVIRONMENTAL SERVICES	1,750.00
VENDOR NAME: TRAFFIC CONTROL & PROTECTION INC.		
102802	New Logo Stickers for Street Name Signs	3,736.00
102205	Delineators	527.00

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VENDOR NAME: TRAFFIC CONTROL & PROTECTION INC.		
	TOTAL VENDOR TRAFFIC CONTROL & PROTECTIO	4,263.00
VENDOR NAME: VILLAGE GREEN CLEANERS		
00000003	Santa Suit Cleaning	37.45
	TOTAL VENDOR VILLAGE GREEN CLEANERS	37.45
VENDOR NAME: WALGREENS		
25010801	2019 Holiday Party Gift Cards	350.00
	TOTAL VENDOR WALGREENS	350.00
VENDOR NAME: WE FIX-IT TIRE REPAIR		
1921	Truck 236 Tire Replacement	48.00
	TOTAL VENDOR WE FIX-IT TIRE REPAIR	48.00
VENDOR NAME: XYLEM WATER SOLUTION		
3556A99035	LLS Pump Repair	414.00
	TOTAL VENDOR XYLEM WATER SOLUTION	414.00
VENDOR NAME: ZIZZO AUTO BODY		
1272	Squad 107 Windshield	547.30
	TOTAL VENDOR ZIZZO AUTO BODY	547.30
VENDOR NAME: ZORO TOOLS, INC.		
6929187	Traffic Safety	550.48
	TOTAL VENDOR ZORO TOOLS, INC.	550.48
GRAND TOTAL:		617,067.25



VILLAGE OF
L I N C O L N S H I R E

AGENDA ITEM 4.2

BILLS PRESENTED FOR PAYMENT
01/13/2020

General Fund	\$	368,026.95
Water & Sewer Fund	\$	35,888.76
Motor Fuel Tax		
Water & Sewer Improvement Fund	\$	19,735.52
Fraud, Alcohol, Drug Enforcement		
Vehicle Maintenance Fund	\$	30,030.93
Park Development Fund		
Sedgebrook SSA		
General Capital Fund	\$	76,075.32
Grand Total	\$	529,757.48

Brad Burke, Village Manager

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: A & E RUBBER STAMP		
619648	2020 Date/Received Self-Inking Stamps x	118.50
TOTAL VENDOR A & E RUBBER STAMP		118.50
VENDOR NAME: ACCURATE DOCUMENT DESTRUCTION		
4987967	12/01/19 Document Destruction	116.86
TOTAL VENDOR ACCURATE DOCUMENT DESTRU		116.86
VENDOR NAME: ADVANCED BUSINESS GR		
22297	December 2019 Site-to-Site VPN Service	125.00
TOTAL VENDOR ADVANCED BUSINESS GR		125.00
VENDOR NAME: AED SUPERSTORE		
1532180	AED Batteries	338.00
TOTAL VENDOR AED SUPERSTORE		338.00
VENDOR NAME: AEREX PEST CONTROL SERVICES, INC.		
2313346	Pest Control Services - Public Works	55.00
2313342	Pest Control Services - Village Hall	55.00
TOTAL VENDOR AEREX PEST CONTROL SERVICE		110.00
VENDOR NAME: AL WARREN OIL COMPANY INC.		
W1280525	5W-20 Engine Oil	990.15
TOTAL VENDOR AL WARREN OIL COMPANY INC.		990.15
VENDOR NAME: ALEXANDER KATSNELSON DMD PC		
2020-01-07	BD Demo Bond Refund - 231 Olde Half D	2,500.00
TOTAL VENDOR ALEXANDER KATSNELSON DMD		2,500.00
VENDOR NAME: ALTORFER INDUSTRIES, INC.		
PM600286204	Northampton Gen Set Repair	2,695.39
TOTAL VENDOR ALTORFER INDUSTRIES, INC.		2,695.39
VENDOR NAME: AMERICAN PRINTING TECHNOLOGIES		
20-LS01-P	01 2020 UB Postage	932.46
20-LS01	01 2020 UB Print Service, 2020 Bills and	3,455.00
TOTAL VENDOR AMERICAN PRINTING TECHNOL		4,387.46
VENDOR NAME: AMERICAN WATER WORKS		
200047821	AWWA Membership for Craig Harrison (20	218.00
TOTAL VENDOR AMERICAN WATER WORKS		218.00
VENDOR NAME: AMERICAN WELDING & GAS, INC.		
06801370	Forklift Propane	31.35
TOTAL VENDOR AMERICAN WELDING & GAS, IN		31.35
VENDOR NAME: ARTHUR CLESEN, INC.		
347860	Sprayers for Weed Control	210.00
348921	Restoration Materials	686.00
TOTAL VENDOR ARTHUR CLESEN, INC.		896.00
VENDOR NAME: ATL FIRST AID, INC		
16025	First Aid Supplies - Village Hall	57.31
16026	First Aid Supplies - Police Department	13.69
TOTAL VENDOR ATL FIRST AID, INC		71.00

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: AZAVAR		
149025	Tax Audit Services- Telecomm AT&T	1,240.20
TOTAL VENDOR AZAVAR		1,240.20
VENDOR NAME: B & F CONSTRUCTION CODE SERVICES		
12137	Novembber 2019 Inspections	1,462.50
TOTAL VENDOR B & F CONSTRUCTION CODE SE		1,462.50
VENDOR NAME: BADE SUPPLY		
32315	Paper Products	430.00
TOTAL VENDOR BADE SUPPLY		430.00
VENDOR NAME: BADGER METER		
80044573	Meter Reading for December 2019	166.08
TOTAL VENDOR BADGER METER		166.08
VENDOR NAME: BAXTER & WOODMAN INC.		
0210584	IDNR Water Audit Assistance LMO2	1,020.00
0210582	2019 Streets Improvements Construction	26,397.95
TOTAL VENDOR BAXTER & WOODMAN INC.		27,417.95
VENDOR NAME: BENI STAR		
01012020	January 2020 retiree over 65 medical pre	1,023.04
TOTAL VENDOR BENI STAR		1,023.04
VENDOR NAME: BOLLINGER, LACH & ASSOC		
20003	Cumberland Drive Drainage Improvement	2,845.81
19999-4	Crosstown Watermain Phase 3	8,418.94
TOTAL VENDOR BOLLINGER, LACH & ASSOC		11,264.75
VENDOR NAME: BUCK BROS., INC.		
243984	2 Cycle Engine Gas	255.04
TOTAL VENDOR BUCK BROS., INC.		255.04
VENDOR NAME: BUFFALO GROVE LINCOLNSHIRE COC		
BGLCC	2020 Membership-Silver_Non Profit/Scho	235.00
TOTAL VENDOR BUFFALO GROVE LINCOLNSHIRE		235.00
VENDOR NAME: BURRIS EQUIPMENT CO.		
PI05435	Kubota Utility Cart Rear Glass	311.84
TOTAL VENDOR BURRIS EQUIPMENT CO.		311.84
VENDOR NAME: CALIBRE PRESS		
78274	Tactical Leadership Training 1-23-20 Wat	189.00
TOTAL VENDOR CALIBRE PRESS		189.00
VENDOR NAME: CALL ONE		
139398	10/15/19 Monthly Phone Bill 1122574	1,458.50
151411	11/15/19 Monthly Phone Bill 1122574	(35.95)
163118	12/15/19 Monthly Phone Bill 1122574	901.01
TOTAL VENDOR CALL ONE		2,323.56
VENDOR NAME: CHICAGOLAND PAVING		
196602-XF	Patching for Water Main Break	2,500.00
TOTAL VENDOR CHICAGOLAND PAVING		2,500.00

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: CHRISTOPHER B BURKE ENGINEERING LTD 155250	Village Wide Drainage Study - Professiona	22,721.50
TOTAL VENDOR CHRISTOPHER B BURKE ENGINE		22,721.50
VENDOR NAME: CINTAS CORPORATION #47P 4037971630	Weekly Uniform Rental - Public Works	103.88
40338507147	Weekly Uniform Rental - Public Works	103.88
TOTAL VENDOR CINTAS CORPORATION #47P		207.76
VENDOR NAME: CIORBA GROUP 0024581	Emergency Water Supply Phase III Engin	2,820.98
TOTAL VENDOR CIORBA GROUP		2,820.98
VENDOR NAME: CITIBANK N.A. 12162019-401865	Financial Investigation Case#2019-40387	23.75
TOTAL VENDOR CITIBANK N.A.		23.75
VENDOR NAME: COMCAST CABLE Jan_Feb 2020	#8771100630211371_Jan_Feb 2020 VH I	153.35
93143892	January 2020 Ethernet VPN Connection_1	218.02
Dec_Jan2020_113	Dec_Jan 2020 Internet_#87711006302	153.35
Dec_Jan 2020#01	Dec-Jan 2020Internet_#8771100630117	24.00
TOTAL VENDOR COMCAST CABLE		548.72
VENDOR NAME: COMED 3427049011-12-1	Rate 23 Street Lighting 11-19-19 to 12-2	936.35
TOTAL VENDOR COMED		936.35
VENDOR NAME: CONCENTRIC INTEGRATION, LLC 0210583	SCADA System	141.12
TOTAL VENDOR CONCENTRIC INTEGRATION, LL		141.12
VENDOR NAME: COPS TESTING SERVICES, INC. 105732	Pre-employment Psych Eval - Muhammad	450.00
TOTAL VENDOR COPS TESTING SERVICES, INC.		450.00
VENDOR NAME: DEERFIELD VILLAGE 44076	Data Conversion New World Records	50,500.00
TOTAL VENDOR DEERFIELD VILLAGE		50,500.00
VENDOR NAME: DELTA DENTAL OF ILLINOIS 1306938	January 2020 Dental Premiums	741.30
1306954	January 2020 HSA Dental Premiums	20.60
TOTAL VENDOR DELTA DENTAL OF ILLINOIS		761.90
VENDOR NAME: ECO CLEAN MAINTENANCE, INC. 8412	Janitorial Services 12-1-19 to 12-31-19	2,985.00
TOTAL VENDOR ECO CLEAN MAINTENANCE, INC.		2,985.00
VENDOR NAME: ELEVATOR INSPECTION SERVICES 89715	16139 W Port Clinton_SHS Transition Hou	17.00
TOTAL VENDOR ELEVATOR INSPECTION SERVIC		17.00
VENDOR NAME: EMIL SCHIAVO 20191223	Department Photos - Police	1,170.00
TOTAL VENDOR EMIL SCHIAVO		1,170.00

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ENGINEERING RESOURCE ASSOCIATES INC 15051000.09	Drainage Study Assistance Professional S	3,650.00
TOTAL VENDOR ENGINEERING RESOURCE ASSO		3,650.00
VENDOR NAME: ERNIE'S SHELL STATION Lincolnshire 2020	2020 Car Wash Service	450.00
TOTAL VENDOR ERNIE'S SHELL STATION		450.00
VENDOR NAME: FBI NATIONAL ACADEMY ASSOCIATES 41646 2020	2020 FBINAA Membership Leonas	120.00
TOTAL VENDOR FBI NATIONAL ACADEMY ASSOC		120.00
VENDOR NAME: FEDEX 687118254	2 Day Ship - Water License Paperwork	20.37
TOTAL VENDOR FEDEX		20.37
VENDOR NAME: FLECK'S LANDSCAPING 11190697	Brick Paver Maintenance - Spring Lake Pa	10,000.00
TOTAL VENDOR FLECK'S LANDSCAPING		10,000.00
VENDOR NAME: GARVEY'S OFFICE PRODUCTS 1842695	Toner for Police Department	226.35
TOTAL VENDOR GARVEY'S OFFICE PRODUCTS		226.35
VENDOR NAME: GAS DEPOT OIL COMPANY 76392	Gasoline	16,731.45
TOTAL VENDOR GAS DEPOT OIL COMPANY		16,731.45
VENDOR NAME: GEWALT HAMILTON ASSOCIATES 3794.012-4	Lincolnshire-Riverwoods ITEP Professional	810.15
TOTAL VENDOR GEWALT HAMILTON ASSOCIATE		810.15
VENDOR NAME: GIBBS ANDREW OR MARGARET 2018	Senior Citizen Property Tx Relief Refund	318.72
TOTAL VENDOR GIBBS ANDREW OR MARGARET		318.72
VENDOR NAME: GLATFELTER CLAIMS MANAGEMENT, INC 2019 1216 Jenkins	Defense Counsel charges: Ernest Jenkins	704.06
TOTAL VENDOR GLATFELTER CLAIMS MANAGEM		704.06
VENDOR NAME: GRAINGER, INC. 9362283443	Clipboard	6.89
9390724376	Glass Cleaner	52.68
9390806462	Cleaning Supplies	329.33
9396518814	Gas/Diesel Pump Fill Hoses	76.16
997145509	Air Line Fittings	61.68
TOTAL VENDOR GRAINGER, INC.		526.74
VENDOR NAME: GRAYBAR ELECTRIC COMPANY 9313737697	Light Poles For Spring Lake Parking Lot	3,060.00
TOTAL VENDOR GRAYBAR ELECTRIC COMPANY		3,060.00
VENDOR NAME: GREEN ACRES LANDSCAPING 2019-5591	Cul-De-Sac Restoration - Surrey	150.00
TOTAL VENDOR GREEN ACRES LANDSCAPING		150.00

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: HAYES MECHANICAL LLC		
447988	Public Works - Adjustment to HVAC	490.00
TOTAL VENDOR HAYES MECHANICAL LLC		490.00
VENDOR NAME: IL ASS FOR FLOODPLAIN & STORMWATER		
IAFSM 2020	2020 IAFSM 2 Year Certification Renewal_	50.00
TOTAL VENDOR IL ASS FOR FLOODPLAIN & STO		50.00
VENDOR NAME: ILLINOIS ARBORIST AS		
01032019	ISA Certification Workshop, Membership	430.00
TOTAL VENDOR ILLINOIS ARBORIST AS		430.00
VENDOR NAME: ILLINOIS ASSOCIATION		
2020_IAFSM	2020 Annual Conference & Membership -	430.00
TOTAL VENDOR ILLINOIS ASSOCIATION		430.00
VENDOR NAME: IMPACT NETWORKING, LLC		
1659908	Dory and PW Base Charge 01/06/20 - 02/	147.00
TOTAL VENDOR IMPACT NETWORKING, LLC		147.00
VENDOR NAME: INNER SECURITY SYSTEMS		
115803	Radio transmitter to fire dept - Public Wor	156.00
115837	Radio transmitter to fire dept - North Par	156.00
115839	Radio transmitter to fire dept - Spring Lak	246.00
115840	Radio transmitter to fire dept - Village Hal	156.00
115838	Radio transmitter to fire dept - NP Conces	246.00
TOTAL VENDOR INNER SECURITY SYSTEMS		960.00
VENDOR NAME: INTERDEV, LLC		
11024204-1	December 2019 IT Services	5,518.62
1024204-2	December 2019 License Fees	308.00
TOTAL VENDOR INTERDEV, LLC		5,826.62
VENDOR NAME: INTERNATIONAL CODE C		
3249677	2020 International Code Council Members	135.00
TOTAL VENDOR INTERNATIONAL CODE C		135.00
VENDOR NAME: INVOICE CLOUD		
1185-2019_12	01 2020 Paperless Utility Bills	56.25
TOTAL VENDOR INVOICE CLOUD		56.25
VENDOR NAME: J. G. UNIFORMS, INC.		
66149	Unifrom Sweater - Beale	154.40
TOTAL VENDOR J. G. UNIFORMS, INC.		154.40
VENDOR NAME: JULIA SURANE		
06/07/19	Pay Date 1 Hour worked during pay period 05/20/1	8.73
TOTAL VENDOR JULIA SURANE		8.73
VENDOR NAME: KAPLAN, LENORE		
2018	Senior Citizen Property Tx Relief Refund	166.54
TOTAL VENDOR KAPLAN, LENORE		166.54
VENDOR NAME: KINNUCAN COMPANY		
365642	Parkway Stump Removal for Work in 201	780.00
TOTAL VENDOR KINNUCAN COMPANY		780.00

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: LAKE COUNTY PARTNERS		
LCP 2020	2020 Investment_Lake County Partners	1,455.00
TOTAL VENDOR LAKE COUNTY PARTNERS		1,455.00
VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD		
10700	Plan Review_300 Tri State_Suite 180_P19	319.00
10702	Plan Review_111 Barclay_Suite 100_Dist	319.00
10703	Plan Review_475 Half Dayu_Suite 550_Va	319.00
10704	Plan Review_111 Barclay_Suite 100_Dist	377.00
10694	Plan Review_111 Barclay_Suite_Dist 103	319.00
TOTAL VENDOR LINCOLNSHIRE RIVERWOODS F		1,653.00
VENDOR NAME: LINCOLNSHIRE VILLAGE-PETTY CASH		
01132020	01/13/20 Petty Cash Reimbursements	151.10
TOTAL VENDOR LINCOLNSHIRE VILLAGE-PETTY		151.10
VENDOR NAME: MADISON NATIONAL LIFE INS CO, INC.		
1374377	01 2020 Life Insurance Premiums	1,442.90
TOTAL VENDOR MADISON NATIONAL LIFE INS C		1,442.90
VENDOR NAME: MARSH		
346973705552	Public Officials Bond- Burke	100.00
TOTAL VENDOR MARSH		100.00
VENDOR NAME: MOCIC		
13114-1623	2020 MOCIC Membership	150.00
TOTAL VENDOR MOCIC		150.00
VENDOR NAME: MQ PAINTING		
01032020	Cleaned and Painted Garage Walls - PW	18,000.00
TOTAL VENDOR MQ PAINTING		18,000.00
VENDOR NAME: MULCH CENTER		
100066	Leaf Hauling	30,192.00
TOTAL VENDOR MULCH CENTER		30,192.00
VENDOR NAME: MUNICIPAL GIS PARTNERS, INC.		
4673	GIS staffing and services for December 2	5,065.81
TOTAL VENDOR MUNICIPAL GIS PARTNERS, INC.		5,065.81
VENDOR NAME: MUNICIPAL INSURANCE COOP AGENCY		
2020 0430	1/1-4/30/2020 partial year premium	52,390.00
L002867568 Saltz	Forward Insurance Recovery to MICA- Sal	525.00
TOTAL VENDOR MUNICIPAL INSURANCE COOP A		52,915.00
VENDOR NAME: NAPA AUTO PARTS		
029968	Squad Car Engine Oil	112.56
TOTAL VENDOR NAPA AUTO PARTS		112.56
VENDOR NAME: NAPA AUTO PARTS -WHE		
555145	Headlight Bulbs	63.90
TOTAL VENDOR NAPA AUTO PARTS -WHE		63.90
VENDOR NAME: NATIONAL NOTARY ASSOCIATION		
2020_160678113	2020 National Notary Association Dues_C	69.00
TOTAL VENDOR NATIONAL NOTARY ASSOCIATIO		69.00

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: NATIVE RESTORATION SERVICES INC		
811163	Removal of Invasive Species - Florsheim	6,800.00
TOTAL VENDOR NATIVE RESTORATION SERVICE		6,800.00
VENDOR NAME: NORTH SUBURBAN EMPLOYEE BENEFIT COO		
1219M	December 2019 Medical Insurance Premi	81,367.78
TOTAL VENDOR NORTH SUBURBAN EMPLOYEE B		81,367.78
VENDOR NAME: NORTHWEST BUILDING O		
2020 NWBOCA	2020 Northwest Building Officials_Code A	65.00
TOTAL VENDOR NORTHWEST BUILDING O		65.00
VENDOR NAME: NORTHWEST ELECTRICAL SUPPLY		
17450448	Shop Lights	560.32
1127721	Electric Lights in Facilities	29.49
TOTAL VENDOR NORTHWEST ELECTRICAL SUPPL		589.81
VENDOR NAME: NORTHWEST POLICE ACADEMY		
841	Firearm Restraining Orders Training - Leo	25.00
842	Internal Investigation Part 2 Training - Le	25.00
843	Practical Applications for Drone Use in Pu	25.00
844	Vehicle Pursuit Case Law & Liability Part 2	25.00
TOTAL VENDOR NORTHWEST POLICE ACADEMY		100.00
VENDOR NAME: O'HERRON CO INC		
1972391-IN	Uniform Shirts & Pants - Forkes	253.15
2000817-IN	Unifrom Pants - Holst	66.91
1972393-IN	Uniform Shirts & Pants - Holst	210.75
2000816-IN	Explorer Uniform Tie	8.99
TOTAL VENDOR O'HERRON CO INC		539.80
VENDOR NAME: OTIS ELEVATOR COMPANY		
CY19104001	Elevator service-inspection - Village Hall	395.00
CY04022120	Elevator service-inspection CY 2020	1,860.00
TOTAL VENDOR OTIS ELEVATOR COMPANY		2,255.00
VENDOR NAME: PADDOCK PUBLICATIONS, INC.		
196122 - 12/29/1	Daily Herald Subscription 12/29/19-3/21/	47.20
TOTAL VENDOR PADDOCK PUBLICATIONS, INC.		47.20
VENDOR NAME: PAYLOCITY		
105943225	01/03/20 Pay Services	207.29
TOTAL VENDOR PAYLOCITY		207.29
VENDOR NAME: PLATINUM SNOW REMOVAL		
311	Snow Removal Contract South Village Gre	1,722.00
TOTAL VENDOR PLATINUM SNOW REMOVAL		1,722.00
VENDOR NAME: PRF GRAPHICS		
328473	10 Manual Receipt Books (new logo)	196.64
328466	1000 9x12" Welcome Envelops (new logo)	176.36
328457	4 bank deposit books- WS Op	51.89
328442	4000 A/P Laser Checks (new logo)	446.17
328456	1000 Transfer Stamps (new logo)	340.49
TOTAL VENDOR PRF GRAPHICS		1,211.55
VENDOR NAME: RADIO COMMUNICATIONS AND BEYOND		

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: RADIO COMMUNICATIONS AND BEYOND		
11614	Repair Sq 1801 Radio & Reprogrammed R	109.85
TOTAL VENDOR RADIO COMMUNICATIONS AND		109.85
VENDOR NAME: RJN GROUP INC.		
339206	Sanitary Rehab Professional Services thro	8,495.60
TOTAL VENDOR RJN GROUP INC.		8,495.60
VENDOR NAME: RONDOUT SERVICE CENTER LLC		
13	Truck Safety Inspections	93.00
TOTAL VENDOR RONDOUT SERVICE CENTER LLC		93.00
VENDOR NAME: RUSH TRUCK CENTERS		
3016745939	Truck 251 Exhaust Clamp	45.90
TOTAL VENDOR RUSH TRUCK CENTERS		45.90
VENDOR NAME: RUSSO POWER EQUIPMENT		
10063845	Items for Chainsaw	48.93
10029307	Parks Prunning & Tree Removal Equipmen	222.97
10030287	Tree Maintenance Equipment	303.48
TOTAL VENDOR RUSSO POWER EQUIPMENT		575.38
VENDOR NAME: SPORTS TURF MANAGERS ASSOCIATION		
01012020	Certification Program - Certified Sports Fi	350.00
TOTAL VENDOR SPORTS TURF MANAGERS ASSO		350.00
VENDOR NAME: STATE OF ILLINOIS -B		
9624172	Certify Village Hall Air Tanks and Boilers	200.00
TOTAL VENDOR STATE OF ILLINOIS -B		200.00
VENDOR NAME: SUBURBAN ACCENTS, INC.		
29065	Photo Boards for Police Department Lega	500.00
29089	Repair Graphics Sq. 1701	250.00
29095	Repair Graphics Sq. 1802	125.00
TOTAL VENDOR SUBURBAN ACCENTS, INC.		875.00
VENDOR NAME: THE STEVENS GROUP		
0080861	Business cards with new logo	2,473.13
77093	Business Cards Barrett Weadick	102.09
TOTAL VENDOR THE STEVENS GROUP		2,575.22
VENDOR NAME: TKG ENVIRONMENTAL SERVICES GROUPLLC		
CRO14780T	Street Sweeping on 12-19-19	1,750.00
TOTAL VENDOR TKG ENVIRONMENTAL SERVICE		1,750.00
VENDOR NAME: TRAFFIC CONTROL & PROTECTION INC.		
102984	Green Channel Post for Park Signs	984.25
TOTAL VENDOR TRAFFIC CONTROL & PROTECTI		984.25
VENDOR NAME: UNIVERSITY OF ILLINO		
96175	Pesticide Testing for Jeremy Hakala 3-5-2	65.00
TOTAL VENDOR UNIVERSITY OF ILLINO		65.00
VENDOR NAME: UPS STORE		
12312019	2019 Tree Lighting Directional Signs_Traff	168.03
TOTAL VENDOR UPS STORE		168.03

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
INVOICE DUE DATES 12/24/2019 - 01/13/2020
JOURNALIZED
BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: VERIZON WIRELESS		
9843274777	11 2019 Cell Phone Svc	1,364.79
9843274778	11 2019 Squad Laptops	560.16
9845354177	12 2019 Cell Phone Svc (486844609-000	1,326.70
9845354178	12 2019 Squad Laptops (486844609-000	560.16
9844105605	11/13 - 12/12/19 SCADA Data Plan Util	237.34
TOTAL VENDOR VERIZON WIRELESS		4,049.15
VENDOR NAME: WASTE MANAGEMENT		
67634612008-9	Leaf Vac Services for 2019	110,054.36
TOTAL VENDOR WASTE MANAGEMENT		110,054.36
VENDOR NAME: WATSON JAMIE		
687126949	Reimburse Hotel and Fuel - Instructor De	264.52
TOTAL VENDOR WATSON JAMIE		264.52
VENDOR NAME: WELDING BY K & K, LLC		
2019423	Truck 254 Salt Spreader Lid Repair	200.00
TOTAL VENDOR WELDING BY K & K, LLC		200.00
VENDOR NAME: WHOLESALE DIRECT, INC.		
000243145	Truck 254 Brake Lights	333.18
TOTAL VENDOR WHOLESALE DIRECT, INC.		333.18
VENDOR NAME: WINTER EQUIPMENT CO., INC.		
43222	Skid Steer Snow Plow Curb Guards	665.66
TOTAL VENDOR WINTER EQUIPMENT CO., INC.		665.66
VENDOR NAME: XEROX CORPORATION		
099075828	Nemo Base Charge (11/21/19 - 12/21/19	57.00
61-7000	Police Base Charge (11/21/19 - 12/21/19	85.00
099075830	Meme Base & Usage Charge (11/21/19 -	35.13
TOTAL VENDOR XEROX CORPORATION		177.13
VENDOR NAME: YIYING ZHANG		
01132020	UB refund for account: 0101730015-01 o	102.86
TOTAL VENDOR YIYING ZHANG		102.86
VENDOR NAME: ZORO TOOLS, INC.		
6986648	Janitorial Supplies	244.56
TOTAL VENDOR ZORO TOOLS, INC.		244.56
GRAND TOTAL:		529,757.48



VILLAGE OF LINCOLNSHIRE

MINUTES REGULAR VILLAGE BOARD MEETING December 9, 2019

Present:

Mayor Brandt
Trustee Hancock
~~Trustee Leider~~

Trustee Raizin
Village Attorney Simon
Chief of Police Leonas
Public Works Director Woodbury

Trustee Grujanac
Trustee Harms Muth
Trustee Pantelis
Village Clerk Mastandrea
Village Manager Burke
~~Village Treasurer/Finance Director Peterson~~
Assistant Village Manager/Community &
Economic Development Director Gilbertson

Assistant Public Works Director/Village
Engineer Dittrich

1.0 ROLL CALL

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

2.0 PLEDGE OF ALLEGIANCE

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report

3.11 **Holiday Tree Lighting**

Mayor Brandt thanked staff for another successful Holiday Tree Lighting and specifically thanked Public Works Director Woodbury for being the Master of Ceremonies. Mayor Brandt noted Santa arrived safely, and various choral groups/bands from the schools performed. The Marines were in attendance for Toys for Tots and the Village received a recognition award for the donations provided. Mayor Brandt recommended the event continue on a Friday in future years.

Trustee Grujanac noted Santa requested the tree lighting be done prior to his arriving and possibly having some support to help guide him through the crowd to his seating area.

3.2 Village Clerk's Report - None

3.3 Village Treasurer's Report - None

3.4 Village Manager's Report

3.41 **Meeting Schedule**

Village Manager Burke noted this is the last Regular Village Board meeting for 2019. Staff will send out the bill list to the Board for the second check run in December.

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on December 9, 2019 in the amount of \$136,216.66

Village Manager Burke provided a summary of the December 9, 2019 bills prelist presented for payment with the total being \$136,216.66. The total amount is based on \$102,295.12 for General Fund; \$12,225.18 for Water & Sewer Fund; \$6,496.36 for Vehicle Maintenance Fund; \$6,000 for Sedgebrook SSA; and \$9,200 for General Capital Fund.

Trustee Grujanac moved and Trustee Hancock seconded the motion to approve the bills prelist dated December 9, 2019 as presented. The roll call vote was as follows:

AYES: Grujanac, Hancock, Harms Muth, Pantelis, Raizin
NAYS: None
ABSENT: Leider
ABSTAIN: None

Mayor Brandt declared the motion carried.

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

5.1 Cannabis Dispensaries

Mr. Carson Ezell, student at Stevenson High School, representing the Catalyst Group expressed his appreciation to the Board for not allowing cannabis dispensaries in the Village of Lincolnshire.

Ms. Jamie Epstein, Stand Strong Coalition member thanked the Board for the partnership they have with the Village.

6.0 PETITIONS AND COMMUNICATIONS

7.0 CONSENT AGENDA

7.1 Approval of November 25, 2019 Regular Village Board Meeting Minutes

7.2 Approval of November 25, 2019 Committee of the Whole Meeting Minutes

7.3 Approval of an Ordinance Granting a Special Use and Variances for a Public School – Daniel Wright Junior High School (Lincolnshire-Prairie View School District 103)

7.4 Approval of an Internal Village Fee Waiver not to Exceed \$4,264.33 (Lincolnshire-Prairie View School District 103)

- 7.5 Approval of an Ordinance Amending the Lincolnshire Village Code, Title 6 (Zoning), Chapters 2 (Zoning Definitions), 3 (General Zoning Regulations), and 8 (Office/Industrial Districts), Defining and Prohibiting Adult-Use Cannabis Business Establishments (Village of Lincolnshire)**
- 7.6 Approval of an Ordinance Amending Title 11 (Misdemeanors), Chapter 10 (Offenses Affecting Public Health and Safety) of the Lincolnshire Village Code Pertaining to Recreational Cannabis (Village of Lincolnshire)**
- 7.7 Approval of an Ordinance Amending Title 11 (Misdemeanors), Chapter 12 (Minors) of the Lincolnshire Village Code (Village of Lincolnshire)**
- 7.8 Approval of an Ordinance Amending Title 3 (Business License Regulations), Chapter 4 (Amusements), Article G (Raffles) of the Lincolnshire Village Code (Village of Lincolnshire)**
- 7.9 Approval of an Ordinance Amending Title 4 (Health and Sanitation), Chapter 4 (Smoking Regulations), of the Lincolnshire Village Code Pertaining to Smoking on School Grounds (Village of Lincolnshire)**
- 7.10 Approval of an Ordinance Amending Title 1 (Administration), Chapter 17 (Comprehensive Fine/Penalty Schedule), Section 12 (Misdemeanors) of the Lincolnshire Village Code (Village of Lincolnshire)**

Trustee Grujanac moved and Trustee Pantelis seconded the motion to approve the Consent Agenda. The roll call vote was as follows:

AYES: Grujanac, Hancock, Harms Muth, Pantelis, Raizin

NAYS: None

ABSENT: Leider

ABSTAIN: None

Mayor Brandt 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

8.31 Consideration of Approval of a Professional Service Contract with Baxter & Woodman Consulting Engineers for 2020 Roadway and Parking Lot Rehabilitation, Design, Permits, and Bidding Services at a Cost not to Exceed \$77,166.27 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a proposed professional service contract with Baxter & Woodman Consulting Engineers for 2020 roadway and parking lot

rehabilitation, design, permits, and bidding services at a cost not to exceed \$77,166.27 which would include the parking lots of the Public Works building as well as North Park, and roadways discussed in the capital plan for 2020.

Trustee Hancock asked why the Village would need a consultant for this. Assistant Public Works Director/Village Engineer Dittrich stated the firm will provide all the quantities, and put all the plans and specifications together for the contractors to bid. Trustee Hancock asked how much the Village spends on this type of consultant annually. Assistant Public Works Director/Village Engineer Dittrich stated this is almost double of what the Village would spend; typically the amount would be \$40,000 - \$50,000. With the economies of scale, the Village will spend approximately \$77,000. Village Manager Burke noted typically 10% - 15% of the total project cost is engineering expenses. Trustee Hancock asked if any neighboring Villages have ever tried to share these types of expenses. Assistant Public Works Director/Village Engineer Dittrich stated in the past, there has been shared costs for bidding but not the engineering services because each project is so different and unique to the requirements and needs of each Village. Village Manager Burke stated the Village does joint bidding for concrete work or pavement work to get to the economies of scale mentioned.

Trustee Grujanac moved and Trustee Hancock seconded the motion to approve the Consent Agenda. The roll call vote was as follows:

AYES: Grujanac, Hancock, Harms Muth, Pantelis, Raizin

NAYS: None

ABSENT: Leider

ABSTAIN: None

Mayor Brandt declared the motion carried.

8.32 Approval of a Professional Service Contract with Christopher B. Burke Engineering, Ltd. for Roadway Improvement Analysis, Design, Permits, and Bidding Services at a Cost not to Exceed \$47,650.00 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a proposed professional service contract with Christopher B. Burke Engineering, Ltd. for roadway improvement analysis, design, permits, and bidding services at a cost not to exceed \$47,650.00 to help close the loop on the south Village Green over the past several years.

Mayor Brandt noted the discussion was to remove pavers and replace it with asphalt.

Trustee Hancock asked for more specifics. Assistant Public Works Director/Village Engineer Dittrich stated South Village Green was

originally built by the Village as part of the downtown improvement plans. Half of the road is Village property and the other half is public right-of-way. There are agreements that the HOA has plowed the sidewalks and the Village has plowed the roadway. A lot of the landscaping has been done by the Village over the years, but there is no formal agreement in place that clearly identifies all of these items. As part of the project, the Village is looking to identify this. Historically the Village has had an obligation to maintain the pavers over the years as the pavement fails due to poor soil conditions under the roadway. The Village has communicated this to the HOA and will ultimately lead to a discussion on who's responsibility does this become moving forward.

Trustee Grujanac moved and Trustee Raizin seconded the motion to approve the Consent Agenda. The roll call vote was as follows:

AYES: Grujanac, Hancock, Harms Muth, Pantelis, Raizin
NAYS: None
ABSENT: Leider
ABSTAIN: None

Mayor Brandt declared the motion carried.

8.33 Approval of a Professional Service Contract with Kluber Architects & Engineers for Flooring, Tuckpointing, and Security Improvements Design, Bidding, and Construction Administration Services at a Cost not to Exceed \$23,750.00 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a proposed professional service contract with Kluber Architects & Engineers for flooring, tuckpointing, and security improvements design, bidding, and construction administration services at a cost not to exceed \$23,750.00.

Trustee Grujanac moved and Trustee Raizin seconded the motion to approve the Consent Agenda. The roll call vote was as follows:

AYES: Grujanac, Harms Muth, Pantelis, Raizin
NAYS: None
ABSENT: Leider
ABSTAIN: Hancock

Mayor Brandt declared the motion carried.

8.34 Approval of a Professional Service Contract with Hitchcock Design Group of Naperville, Illinois for Preliminary Design for Proposed Signage Improvements at a Cost not Exceed \$40,000.00 (Village of Lincolnshire)

Mayor Brand noted Public Works Director Woodbury provided photos of

the existing signage planned document as the new logo will replace the signs.

Public Works Director Woodbury provided a summary of a proposed professional service contract with Hitchcock Design Group for preliminary design for proposed signage improvements at a cost not exceed \$40,000.00. Village Manager noted there are funds included in this year's budget to start the process.

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to approve the Consent Agenda. The roll call vote was as follows:

AYES: Grujanac, Hancock, Harms Muth, Pantelis, Raizin
NAYS: None
ABSENT: Leider
ABSTAIN: None

Mayor Brandt declared the motion carried.

- 8.4 Police
- 8.5 Parks and Recreation
- 8.6 Judiciary and Personnel

9.0 REPORTS OF SPECIAL COMMITTEES

11.0 UNFINISHED BUSINESS

12.0 NEW BUSINESS

13.0 EXECUTIVE SESSION

14.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Hams Muth seconded the motion to adjourn. The voice vote was unanimous and Mayor Brandt declared the meeting adjourned at 7:25 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk



VILLAGE OF LINCOLNSHIRE

MINUTES COMMITTEE OF THE WHOLE MEETING December 12, 2019

Present:

Mayor Brandt

Trustee Hancock

~~Trustee Leider~~

Trustee Raizin

Village Attorney Simon

Chief of Police Leonas

Public Works Director Woodbury

Trustee Grujanac

Trustee Harms Muth

Trustee Pantelis

Village Clerk Mastandrea

Village Manager Burke

~~Treasurer/Finance Director Peterson~~

Assistant Village Manager/Community &

Economic Development Director Gilbertson

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:26 p.m., and Village Clerk Mastandrea called the Roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Planning, Zoning and Land Use

2.2 Finance and Administration

2.21 Consideration of an Ordinance Amending Title 1 (Administration), Chapter 5 (Village Board) of the Lincolnshire Village Code (Village of Lincolnshire)

Village Manager Burke provided a summary of a proposed ordinance amending Title 1 (Administration), Chapter 5 (Village Board) of the Lincolnshire village code as part of an ongoing review. A number of the proposed changes are purely cleanup in nature to codify existing practice.

Village Manager Burke asked the Board for direction with regard to the code language stating that the Mayor and Village Board will receive compensation as may be established by the Trustees of the Village from time to time. Since neither the Mayor nor members of the Village Board currently receive compensation for service, does the Village Board want to affirm that the members of the Board receive no compensation?

Village Manager Burke asked the Village Board if they would want to continue to rely on Robert's Rules of Order which is also stated in this section of the code. Village Attorney Simon noted Robert's Rules is very commonly adopted by municipalities but if interested in exploring different rules, others can be proposed for substitution.

Trustee Grujanac noted she did not want to eliminate Petitions and

Communications on the Agenda. Village Attorney Simon stated most other municipalities have one agenda item for public comment. A conversation regarding Petitions and Communications followed. Trustee Grujanac asked if there was a way to have something on the website to inform residents on how the meetings are run and how the public can participate.

Mayor Brandt noted the approval of minutes have been moved to the consent agenda for approval.

Trustee Hancock asked if the code should be updated to include reimbursement of travel expenses for the Village Board. Village Attorney Simon stated the Village Board is allowed to be reimbursed for expenses, but a law was adopted a few years ago to have any travel expense approved in advance.

It was the consensus of the Board to have staff provide options on educating the residents regarding how to address the Board, provide clarification regarding compensation for the Board, and place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

2.22 Consideration of an Ordinance Amending Title 2 (Boards and Commissions) Chapter 7 (Administrative Procedure to Determine Eligibility for Benefits Under the Public Safety Employee Benefits Act) Pertaining to Designating Basic Health Insurance (Village of Lincolnshire)

2.23 Consideration of a Resolution Designating the Basic Health Insurance Plan (Village of Lincolnshire)

Mayor Brandt opened up Items 2.22 and 2.23 together.

Village Manager Burke provided a summary of a proposed ordinance amending Title 2 (Boards and Commissions) Chapter 7 (Administrative Procedure to Determine Eligibility for Benefits Under the Public Safety Employee Benefits Act) pertaining to designating basic health insurance and a proposed resolution designating the basic health insurance plan which is in response to a recent court decision which affirmed a municipality's power to designate which insurance plan a Public Safety Employee Benefit Act beneficiary can receive.

Trustee Harms Muth noted concern regarding offering the high-deductible plan for an officer who has been hurt or killed in the line of duty. Village Manager Burke provided information on both insurance plans offered, and some abuses of the PSEBA benefit. A conversation regarding the two plans and what a catastrophic injury is followed.

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

2.3 Public Works

2.31 Village of Lincolnshire All Natural Hazard Mitigation Plan Update (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided an update of the Village of Lincolnshire All Natural Hazard Mitigation Plan which is done every five years.

Trustee Grujanac asked if the flooding issues have been included in the update. Assistant Public Works Director/Village Engineer Dittrich stated the flooding was put into the plan five years ago and will be a part of the update.

2.4 Public Safety

2.5 Public Safety

2.6 Parks and Recreation

2.7 Judiciary and Personnel

3.0 UNFINISHED BUSINESS

3.31 Leaf Pickup Program

Mayor Brandt stated there were extended pickup dates due to some early snow events which prompted some communication on social media. Mayor Brandt provided backup regarding the program and how this ended up being outsourced.

Trustee Grujanac stated staff did a great job, and suggested possibly changing the time frame of collection. Mayor Brandt agreed with changing the time frame and communicating better. Mayor Brandt asked if Waste Management could help with communication and perhaps conduct an automated call to residents. Public Works Director Woodbury stated the Village actually paid for an additional pickup and would encourage residents to call Public Works. Mayor Brandt suggested putting a full page insert in the fall newsletter.

Trustee Raizin suggested partnering up organizations who have one-sided inserts in the newsletter in order to save money and paper.

3.32 ComEd Outages/Various

Mayor Brandt asked how residents know the process of reporting ComEd outages.

Mayor Brandt asked about some marked trees and asked if this is ComEd or the Village. Public Works Director Woodbury stated the marked trees on Riverwoods are being taken out by the County.

Mayor Brandt noted the fence at Manors of Whytegate has been installed if any of the Board would like to see how it looks.

3.33 December Architectural Review Board Meeting

Trustee Hancock asked if the Architectural Review Board (ARB) is still meeting on December 16. Village Manager Burke stated the meeting is still on, the St. James was able to get their submittal in time. The meeting will only be a workshop. Trustee Hancock stated he would not be able to attend and asked if one of the other Trustees would want to sit in for him. Assistant Village Manager/Community & Economic Development (CED) Director Gilbertson stated the entire packet could be sent out to the full board for review and comment.

Trustee Hancock noted he did not believe the ARB knew what their full scope of review and authority entailed. Assistant Village Manager/CED Director Gilbertson stated he would remind them of their scope of review. Village Attorney Simon clarified that the ARB's scope of review within a PUD is described specifically in the code.

3.34 Staybridge Suites Exterior Paint

Mayor Brandt asked for an update on Staybridge Suites exterior paint color in which they painted the exterior of the building without ARB approval.

Assistant Village Manager/CED Director Gilbertson stated they will have to come back to the ARB since the ARB did not approve the current paint color.

4.0 NEW BUSINESS

5.0 EXECUTIVE SESSION

6.0 ADJOURNMENT

Trustee Raizin moved and Trustee Harms Muth seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:16 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk



ITEM SUMMARY

Reviewing Body:	Village Board
Meeting Date:	January 13, 2020
Subject:	Ordinance Amending Title 1 (Administration), Chapter 5 (Village Board), of the Lincolnshire Village Code
Petitioner:	Village of Lincolnshire
Action Requested:	Approval of an Ordinance Amending Title 1 (Administration), Chapter 5 (Village Board) of the Lincolnshire Village Code
Prepared By:	Brad Burke – Village Manager
Staff Recommendation:	Approval of ordinance amending Lincolnshire Village Code and consideration of FAQ on public participation.
Budgeted Amount:	N/A
Actual Amount:	N/A
Level of Service Impact:	N/A
Tentative Meeting Schedule:	N/A
Reports and Documents Attached:	1) Ordinance Amending Title 1 (Administration), Chapter 5 (Village Board) of the Lincolnshire Village Code 2) Meeting Participation FAQ

Background

On December 9, 2019, the Village Board considered recommended updates to Title 1 (Administration), Chapter 5 (Village Board) of the Lincolnshire Village Code pertaining to rules and regulations related to Mayor and Village Board duties and responsibilities as well as procedures for Village Board meetings. A majority of the proposed changes simply codify existing practice.

Pursuant to Village Board direction, staff revised the draft ordinance presented on December 9, 2019 to reflect elected officials receive no compensation in the course of their service. Staff also prepared a FAQ on “How to Participate in a Meeting” to be posted on the Village website and available for meeting attendees regarding meeting participation.

Additionally, staff plans to include the following language on the website and all public meeting agendas if the Village Board is in agreement with the suggested language:

Website Header for Agenda Page

All meetings are open to the public and participation is encouraged. Citizens wishing to address the Board may speak when the agenda item is open – prior to Board discussion – or during agenda item 4.0 for non-agenda items. For more information on how to participate, please see FAQ’s – How to Participate in a Meeting (**INSERT LINK**). 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’s Administrative Office (847-883-8600) 48 hours in advance if you need special accommodations to attend. Village boards and commissions will not proceed past 10:30 p.m. unless there is a majority consensus of the Board members to do so.



Agenda Header

All meetings are open to the public and participation is encouraged. Citizens wishing to address the Board may speak when the agenda item is open – prior to Board discussion – or during agenda item 4.0 for non-agenda items. For more information on how to participate, please see FAQ's – How to Participate in a Meeting (**INSERT LINK**). 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's Administrative Office (847-883-8600) 48 hours in advance if you need special accommodations to attend. The Village Board will not proceed past 10:30 p.m. unless there is a majority consensus of the Board members to do so.

ORDINANCE NO. XX-XXXX-XXX

**AN ORDINANCE AMENDING TITLE 1 (ADMINISTRATION),
CHAPTER 5 (MAYOR & BOARD OF TRUSTEES) OF THE LINCOLNSHIRE VILLAGE CODE**

WHEREAS, from time to time the Village reviews its codes and the regulations of amusement licenses to ensure that they are up to date and that they regulate matters as intended by the Village; and

WHEREAS, Village staff recently undertook a review of the Lincolnshire Village Code for those purposes, and Village staff recommends the Mayor and Board of Trustees of the Village of Lincolnshire adopt revised regulations regarding various administrative functions; and

WHEREAS, the Mayor and Board of Trustees have reviewed and considered the recommendations of Village staff and have considered all the facts and circumstances related to the proposed Municipal Code amendments.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNSHIRE, LAKE COUNTY, ILLINOIS, IN THE EXERCISE OF THEIR HOME RULE POWERS, AS FOLLOWS:

SECTION ONE: The foregoing recitals are incorporated into this Ordinance as findings and intent of the Mayor and Board of Trustees.

SECTION TWO: Title 1, Chapter 5 of the Lincolnshire Village Code is hereby amended in the manner described in Exhibit A attached hereto and incorporated as though fully recited herein. The changes are shown as additions described with underlines and deletions are described with strikeouts.

SECTION THREE: If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, either facially or as applied, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof or any other application under which such provision is deemed permitted.

SECTION FOUR: All prior Ordinances in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

SO ORDAINED this _____ of _____, 2020, at Lincolnshire, Lake County, Illinois.

AYES:
NAYS:
ABSENT:

APPROVED:

Elizabeth J. Brandt, Mayor

ATTEST:

Barbara Mastandrea, Village Clerk

EXHIBIT A

**TITLE 1, CHAPTER 5 OF THE LINCOLNSHIRE VILLAGE CODE
MAYOR AND VILLAGE BOARD OF TRUSTEES**

TITLE 1: ADMINISTRATION
CHAPTER 5
: MAYOR AND VILLAGE BOARD OF TRUSTEES

SECTION:

- 1-5-1: Mayor**
- 1-5-2: Village Board of Trustees**
- 1-5-3: Meetings of the Village Board**
- 1-5-3-1: Regular and Special Meetings**
- 1-5-3-2: Mayor as Presiding Officer**
- 1-5-3-3: Committees**
- 1-5-3-4: Voting Requirements**
- 1-5-3-5: Rules of Order**

1-5-1: MAYOR

- A. Designation as Mayor: Pursuant to Section 1-1-2.1 of the Illinois Municipal Code, the Village President may be referred to as the Mayor of this Village (1971 Code, §2-1-1).
- B. Election; Term of Office: The Mayor shall be elected for a term of four (4) years and until ~~his~~**his/her** successor is elected and qualified, as provided by Statute, and shall be the President of the Board of Trustees (1971 Code, §2-1-2).
- C. Bond, Oath and Compensation: Before entering upon the duties of ~~his~~**his/her** office, the Mayor shall give a bond with sureties to be approved by the Village Board conditioned upon the faithful performance of ~~his~~**his/her** or her duties in the sum as set forth under Section 1-6-2 of this Code. The Mayor shall take the oath of office as prescribed by statute.¹ ~~The Mayor and~~ shall receive ~~such~~ **no** compensation for the performance of ~~his~~**his/her** duties as Mayor, ~~as may be from time to time established by the Trustees of the Village~~ (1971 Code, §2-1-5).
- D. ~~President~~**Mayor** Pro-Tem; Acting ~~President~~**Mayor**
 - 1. During the temporary absence or disability of the Mayor, the Trustees of the Village shall elect one of its members to act as ~~President~~**Mayor** pro-tem, who during the absence or disability of the Mayor shall perform the duties pertinent to the office.
 - 2. Whenever vacancy in the office of the Mayor occurs during ~~his~~**his/her** ~~other~~ term, the vacancy shall be filled ~~for the remainder of the term at~~ **in the manner provided by law until** the next municipal election, ~~unless the vacancy is filled by a special election, as provided by Statute.~~ During the period from the time that the vacancy occurs until a Mayor is elected, and has qualified, the vacancy ~~may~~**shall** be filled by the election of an acting Mayor by the Trustees of the Village. (1971 Code, §2-1-6)
- E. Duties
 - 1. General: The Mayor shall be the chief executive officer of the Village, and ~~he~~ shall perform all such duties as may be required by Statute or ordinance. The Mayor shall have supervision over all employees of the Village. The Mayor shall have the power and

¹ 65 ILCS 5/3-14-3.1-10-25

authority to inspect, at any reasonable time, all books and records kept by any Village officer and employee (1971 Code, §2-1-3).

2. Designation of Duties: Whenever there is a question as to the respective powers or duties of any appointed officer of the Village, this shall be settled by the Mayor who shall have the power to delegate to any such officer, any duty which is to be performed when no specific officer has been directed to perform the duty **by statute or Village ordinance** (1971 Code, §2-1-4).
3. Issuance of Permits and Licenses: The Mayor **or his/her designee** shall sign all permits granted by the Village Board and grant all licenses, except as otherwise provided by law or **ordinance or this Code Village ordinance** (1971 Code, §2-1-7).
4. Powers as to Litigation: The Mayor shall sign, and is authorized to sign on behalf of the Village, all instruments necessary to the prompt prosecution or defense of any or all actions brought by or against the Village, including bonds for injunction (1971 Code, §2-1-8).

1-5-2: VILLAGE BOARD OF TRUSTEES

- A. Election; Functions: The members of the Village Board of Trustees (“Trustees of the Village”), consisting of six (6) persons, shall be elected to office for four (4) year terms, according to the method provided by Statute. The trustees of the Village, along with the Mayor, where appropriate, shall be the legislative department of the Village government and shall perform such duties and have such powers as may be delegated by Statute to it.¹
- B. Oath, Salary: The Trustees of the Village shall take the oath of office prescribed by Statute. The **Trustees** shall receive **such no** compensation for performance of their duties as Trustees ~~as may be from time to time fixed by ordinance~~ (1971 Code, §2-2-2).

1-5-3: MEETINGS OF THE VILLAGE BOARD

1-5-3-1: REGULAR AND SPECIAL MEETINGS

- A. Time of Regular Meetings: The Village Board shall hold its regular meetings on the second and fourth Monday of each month, **except as otherwise scheduled** at such time, date and place as provided in the annual notice and schedule of regular meetings given in accordance with the Illinois Open Meetings Act.² (Ord. 82-695-02; Amd. Ord. 93-1274-04, eff. 3/8/93; Amd. Ord. 03-1885-62, eff. 12/8/03)
- B. Time of Committee of the Whole Meetings: A Committee of the Whole Meeting shall be held by the Village Board on the second and fourth Mondays of each month, **except as otherwise scheduled** at such time, date and place as provided in the annual notice and schedule of regular meetings given in accordance with the Illinois Open Meetings Act (Amd. Ord. 93-1309-39, eff. 11/22/93; Amd. Ord. 93-1313-43, eff. 12/20/93; Amd. Ord. 03-1885-62, eff. 12/8/03).
- C. Meetings Open to the Public: All meetings of the Village Board shall be open to the public. The Mayor and Board of Trustees may adjourn any meeting to go into closed session as may be provided by law (1971 Code, §2-7-10).

¹ 65 ILCS 5/3-1-45-15-H-9

² 5 ILCS 120/1

- D. Quorum: A majority of the Trustees of the Village or three (3) Trustees and the Mayor shall constitute a quorum of the Village Board (1971 Code, §2-7-8).
- E. A special meeting of the Village Board of Trustees shall be held at the written request of the Mayor or any two Trustees of the Village. The special meeting shall be held as soon as is practicable after the written request that one be held is received by the Village Clerk or ~~his~~**his/her** or her deputy (Ord. No. 03-1825-02, eff. 1/13/03).

1-5-3-2: MAYOR AS PRESIDING OFFICER

The Mayor shall be the presiding officer of all regular and special meetings of the Village Board **and** at all times when the Board meets as a Committee of the Whole. The Mayor shall be an ex-officio member of all committees and boards of the Village but without the power to vote on those committees and boards except as otherwise designated. **During the temporary absence of the Mayor from any meeting of the Village Board or Committee of the Whole, the Trustees shall elect a Temporary Chair to serve as the presiding officer of the meeting but who shall continue to perform the duties of trustee** (1971 Code, §2-7-4).

1-5-3-3: COMMITTEES

- A. There shall be a Committee of the Whole consisting of the Mayor and all Trustees of the Village which shall meet on as "as needed" basis, but shall take no final action.
- B. The Mayor shall also appoint individual Trustees to act as liaison to the following Boards and Commissions and/or the following subject area:

Zoning Board (Ord. Amd. 03-1882-59, eff. 11/10/03)

Architectural Review Board

~~Public Works~~

~~Public Safety and Legal~~

Parks and Recreation (Ord. 93-1279-09 eff. 3/8/93)

- C. All special committees shall be appointed by the Mayor with the consent of the Village Board (Ord. 81-686-39; and. Ord. 83-763-17).

1-5-3-4: VOTING REQUIREMENTS

- A. Mayor to Have Deciding Vote: The Mayor shall not vote on any ordinance, resolution or motion except (1) where the vote of the Trustees of the Village has resulted in a tie; or (2) where one-half (1/2) of the Trustees ~~of the Village~~ elected have voted in favor of an ordinance resolution or motion even though there is no tie vote; or (3) where a vote greater than a majority of the corporate authorities is required by law **or an ordinance of the Village ordinance** to adopt an ordinance, resolution, or motion. In each instance specified, the Mayor shall vote. Nothing in this Section shall deprive an acting Mayor or Mayor pro-tem from voting in the capacity of Trustee of the Village but shall not also be entitled to another vote in the capacity of acting Mayor or Mayor pro-tem.
- B. Voting on Ordinances; Veto
 1. Every ordinance and resolution shall be reduced to writing and presented to the Village Board before a vote is taken.
 2. The passage of all ordinances for whatever purposes, and of any resolution or motion (1)

to create any liability against the Village or (2) for the expenditure or appropriation of its money, shall require the concurrence of a majority of all members then holding office of the Village Board, **including the Mayor**, unless otherwise expressly provided by law.

All such designated resolutions and motions, and all ordinances, shall be decided by a roll call vote, the result of which vote shall be recorded. All ordinances passed by the Village Board shall be deposited with the Village Clerk. If the Mayor approves of them, the Mayor shall sign them. Those which are disapproved shall be returned to the Trustees with specific written objections at the next regular meeting of the Village Board occurring not less than five (5) days after their passage. The Mayor may disapprove of any one or more sums appropriated in any ordinance, resolution, or motion making an appropriation, and, if so, the remainder shall be effective. However, the Mayor may disapprove entirely of an ordinance, resolution, or motion making an appropriation. If the Mayor fails to return any ordinance, resolution, or motion with ~~his~~**his/her** written objections, within the designated time, it shall become effective despite the absence of the Mayor's signature (1971 Code, §2-7-6).

Every resolution, motion, or ordinance which has been disapproved by the Mayor and returned to the Trustees shall be voted upon again by the Trustees. If two-thirds (2/3) of all the Trustees then holding office then vote to adopt the resolution, motion, or ordinance despite the Mayor's disapproval, it shall become effective.

C. Procedure of Reconsideration: ~~A v~~**A** vote of the Village Board upon the adoption of an ordinance, resolution, or motion may be reconsidered at the same meeting at which the vote was taken or at the next regular meeting on motion of any Trustee not present at the time the ordinance, motion, or resolution was adopted, or on the motion of any Trustee previously voting on the prevailing side of the ordinance, motion, or resolution. However, no ordinance, resolution, or motion shall be rescinded except by the same **or greater** number of votes which were required to pass the matter sought to be reconsidered.

No vote of the Mayor and Board of Trustees shall be reconsidered at a special meeting, unless there are present at that special meeting as many of the Mayor and Board of Trustees as were present when the vote was taken. (1971 Code, §2-7-7)

1-5-3-5: **RULES OF ORDER:** The following rules of order shall be adhered to in all cases, but the same may be suspended when no objections are made, or upon a vote of a majority of the Village Board, except Rules 4, 7, and 12 (1971 Code, §2-7-9):

Rule 1. The order of business at all regular meetings of the Village Board shall be as follows:

~~1. A fifteen (15) minute period prior to the beginning of the regular meeting for an informal gathering of the Village Board to receive citizen comments.~~

1.0 Roll Call

2.0 Pledge of Allegiance

~~3. The minutes of the proceedings of the last meeting shall be read and approved.~~

- 3.0** Reports of Village Officers
 - 3.1 Mayor's Report
 - 3.2 Village Clerk's Report
 - 3.3. Village Treasurer's Report

3.4 Village Manager's Report

345.0 Payment of Bills

4. Citizens wishing to address the Village Board (on non-agenda items)

~~7. Petitions and Communications.~~

5. Consent Agenda

-An item shall be removed from the Consent Agenda at the request of any one Trustee. Any such item so removed shall then be considered during "**Unfinished Business**". A roll call shall be taken on approval of the Consent Agenda and recorded in the minutes.

6. Reports-Items of General Business

- 6.1 Planning, Zoning, and Land Use
- 6.2 Finance and Administration
- 6.3 Public Works
- 6.4 Public Safety
- 6.5 Parks and Recreation
- 6.6 Judiciary and Personnel

10. Reports of Special Committees

11. Unfinished Business

12. New Business

13. Executive Session

14. Adjournment (Ord. 83-763-17; amd. Ord. 93-1279-09 eff. 3/8/93)

Rule 2. The Mayor shall decide all questions of order and in all cases where these rules are not applicable, the Village Board shall be governed by parliamentary law as laid down in Roberts' Rules of Order.

Rule 3. Trustees discussing a question shall address the Mayor, and no Trustee shall be deemed to have the floor until recognized by the Mayor. Persons who are not Trustees shall be permitted to address the Village Board only as ~~established by the agenda or with permission of the Mayor or the majority of the Trustees~~ **permitted by the public comment rules adopted by the Village Board.**

Rule 4. The "yeas" and "nays" shall be taken upon the passage of all ordinances, and upon all propositions to create any liability against the Village, or for the expenditure or appropriation of its money, and in all other cases at the request of the Mayor or any Trustee, which shall be entered on the journal of its proceedings. The concurrence of a majority of all the Village Board, **including the Mayor**, shall be necessary to the passage of any such ordinance or proposition unless otherwise provided by Statute.

~~Rule 5. All resolutions and amendments shall be reduced to writing before action shall be taken.~~

Rule 6. ——— Standing and special committees, to whom references are made, shall in all cases make their reports in writing.

~~Rule 7. ——— Upon the request of any two (2) Trustees present, final action on any report to the Village Board relating to any Ordinance, Resolution, or motion shall be deferred to the next regular meeting of the Village Board. (amd. 94-1365-49 eff. 10/10/94)~~

~~Rule 8. ——— No bill against the Village shall be allowed by the Village Board until the same has been referred to an appropriate committee for examination unless otherwise ordered, and in all cases, receipts for money paid out and proper vouchers shall accompany each bill.~~

~~Rule 97. ——— Every member who shall be present when a question is stated by the chair shall vote thereon, unless excused by the rest of the Village Board, or unless the person is directly interested in the question, in which case the person's action shall be governed by applicable law.~~

~~Rule 108. ——— When a question is before the Village Board, no motion shall be in order but these: (1) to adjourn; (2) to lay on the table; (3) for the previous question; (4) to postpone indefinitely; (5) to postpone to a certain time; (6) to commit; (7) to amend. These motions shall be privileged and have precedence in the order in which they are made to succeed each other by this rule; and motions to adjourn, to lay on the table, and for the previous question shall be decided without debate.~~

~~Rule 119. ——— A motion to adjourn shall always be in order except (1) when a member is in possession of the floor, (2) when the yeas and nays are being called, (3) when the members are voting, (4) when adjournment was the last preceding motion, (5) when it has been decided that the previous question shall be taken; and the "previous question" shall be as follows: "Shall the main question now be put?"~~

~~Rule 1210. The Village Manager, under the direction of the Mayor, shall prepare an agenda (including Consent Agenda) for each meeting of the Village Board. The Consent Agenda shall include all items of a routine and noncontroversial nature. The Village Manager shall be responsible for determining what items are subject to placement on the Consent Agenda. The Consent Agenda shall include a specific enumeration of the various items and the proposed action relating thereto. Any such item on the Consent Agenda is subject to removal at the request of the Mayor or Trustee at the Board meeting as indicated above in Rule 1 (Ord. 79-570-17).~~

~~Rule 1311. Amd. 94-1365-49, eff. 10/10/94 - deleted in its entirety~~

~~Rule 142. No Ordinance or Resolution need be presented or read at a regular Village Board Meeting more than once before being acted upon, and the same may be acted upon at the same meeting at which it is first introduced, so long as the ordinance or resolution was read and considered at at least one prior Committee of the Whole Meeting held by the Village Board (Ord. 93-1274-04, eff. 3/8/93; Amd. Ord. 93-1315-45, eff. 12/20/93).~~

If an Ordinance or Resolution is presented for the first time at a regular Village Board Meeting, however, it may be acted upon without a second reading at a subsequent Regular Village Board Meeting upon a vote of two-thirds (2/3) of the Trustees present voting on a motion to waive first reading and to permit action on the ordinance or resolution at the meeting at which it is first introduced (Amd. Ord. 93-1315-45, eff. 12/20/93).



VILLAGE OF LINCOLNSHIRE

FAQ's – How to Participate in a Meeting

Q: Can I attend Village Board, Architectural Review Board, Park Board, Police Pension Board, and Zoning Board meetings?

A: Yes! All Village board and commission meetings are open to the public and we encourage participation in meetings. The only time a meeting is not open to the public is when the Board goes into executive session, but this is rare and can only happen for certain topics. We recommend familiarizing yourself with the laws surrounding public meeting through the [Illinois Open Meetings Act](#) and [Title 1, Chapter 5 "Mayor and Village Board of Trustees"](#) in the Lincolnshire Village Code.

Q: How do I know what will be discussed at meetings?

A: Meeting agendas are required to be posted in Village Hall, on the [Village website](#), and sent to the media at least 48 hours before the meeting begins. It is the Village's typical practice to post the meeting agenda and related meeting materials to the website on the Thursday prior to the coming week's meetings. If you miss a meeting, the recording of meetings is typically posted to the Village website the day after each meeting.

Q: What if I want to place an item on the agenda or voice a concern, suggestion, petition, or approval?

A: Per the Lincolnshire Village Code the Village Manager, under the direction of the Mayor, shall prepare an agenda for Village Board meetings. If you have an item you would like the Village Board to consider, please contact the Village Manager's Office at 847-913-2336 or email Brad Burke, village manager, at bburke@lincolnshireil.gov. The Village Board meets twice-monthly on the second and fourth Monday's of the month. Boards and commissions typically meet once a month. Many questions can be responded to without having to attend a Village meeting. However, you can always voice your concern, suggestion, petition, or approval directly to the appropriate board if you don't want to contact Village staff, if Village staff wasn't able to help you, or if the answer you received was unsatisfactory.

Q: Can I speak at a meeting about a topic on the agenda?

A: Yes, anyone can speak about a topic on the agenda. However, you must speak prior to Board discussion. Also, you must follow the Village of Lincolnshire Rules for Public Comment which can be found on the reverse side of this page.

Q: What do I do if I want to speak about a topic on the agenda?

A: Make sure you're following the agenda closely. When the particular item is up for discussion, raise your hand to be recognized by the Mayor or board/commission chair. You will be asked to use the microphone. Before you speak on the topic, state your name and whether you're a Lincolnshire resident or what entity you represent.

Q: What if I want to speak about a topic which isn't on the agenda?

A: The Regular Village Board meeting agenda designates agenda item 5.0 for public comment to the Board on non-agenda items. Asked to be recognized by the Mayor when this item is introduced. You will be asked to use the microphone. When you are recognized, state your name and whether you're a Lincolnshire resident or what entity you represent. You can then speak to the Board about your concerns, suggestions, petitions, or approval. However, you must follow the Village of Lincolnshire Rules for Public Comment which can be found on the reverse side of this page.



VILLAGE OF LINCOLNSHIRE

Rules for Public Comment

(Adopted by the Village Board 11/14/2016)

- A. At the start of the period for public comment the Mayor or acting chairperson will advise the public:
 - 1. the amount of time permitted for public comment;
 - 2. that all speakers shall state their names and whether they are a resident or represent a Village business before addressing the Village Board; and
 - 3. to avoid repetitive comments, testimony, and general questions.
- B. Each person will be permitted to speak one time only, unless the Mayor or acting chairperson determines that allowing a speaker to address the Village Board again will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
- C. All comments from the public will be limited to two (2) minutes per person. No person may assign their time to any other person.
- D. The total time available for public comment during any meeting shall be limited to 30 minutes unless the Village Board waives the rule prior to the commencement of the time for public comment. Any person who is not allowed to make remarks during public comment shall be permitted to submit written comment to the Village Manager either before or after the time for public comment by visiting the following link: <https://www.lincolnshireil.gov/i-want-to/contact/village-staff>.
- E. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Village Board shall be deemed out-of-order by the Mayor or acting chairperson and his or her time to address the Village Board at said meeting shall end. Repeated or extraordinary occurrences of disorderly conduct shall be grounds for the Mayor or acting chairperson to cause the offending person to be removed from the meeting room.



ITEM SUMMARY

Reviewing Body:	Regular Village Board
Meeting Date:	January 13, 2020
Subject:	School District 103 Parent-Teacher Organization - May 9, 2020 5K Walk/Run
Petitioner:	Lincolnshire-Prairie View School District 103 Parent-Teacher Organization
Action Requested:	Approval of a Street Usage Permit for a 5K Run/Walk and Corresponding Bond Waiver
Prepared By:	Bradford H. Woodbury – Public Works Director
Staff Recommendation:	Approval of Street Usage Permit and Bond Waiver
Budgeted Amount:	N/A
Actual Amount:	N/A
Level of Service Impact:	Police and Public Works Personnel Expenses
Reports and Documents Attached:	1) Village Street Usage Permit Application 2) Required Certificate of Insurance 3) Map of Race Route and Road Closure 4) Village Street Usage Policy

Background

- The Lincolnshire-Prairie View School District 103 Parent-Teacher Organization (PTO) requests a permit to utilize Village streets for their annual 5K run/walk on Saturday, May 9, 2020. The PTO requests the corresponding \$1,000 bond be waived, which the Village Board has historically approved. The request is made pursuant to the Village Street Use Policy which requires Village Board approval of a permit prior to issuance in instances where a fee waiver is requested.

Budget Impact

- The Village’s cost is limited to Police and Public Works personnel costs and the cost of temporary “No Parking” signs installed along the race course. The total estimated cost is \$3,000 and adequate funds are available in the FY2020 budget.

Staff Recommendation / Conditions

- Staff supports approval of the street usage permit and bond waiver, consistent with past practice. Additionally, staff recommends approval of the permit subject to the PTO completing the following activities in conjunction with this permit:
 1. Send a letter to all property owners between Half Day Road on the south and Everett Road on the north which have direct or indirect access to Riverwoods Road, notifying them of the event. The letter should be delivered to the properties via U.S. mail a minimum of 10 days but no more than 21 days prior to the event.
 2. Pick-up trash in public parking areas at North Park and village streets at the conclusion of the event.
 3. Inform all participants of designated parking locations and restrictions on residential streets on and around the race course.



- Staff will advertise the race in the Village's spring newsletter, website, E-News and various emails prior to the race. Staff also plans to use mobile message boards to inform residents of the race and corresponding planned road closures.



One Olde Half Day Road
 Lincolnshire, IL 60069
 Ph: 847.883.8600 | Fax: 847.883.8608
 www.lincolnshireil.gov



VILLAGE STREET USAGE PERMIT APPLICATION

Permit # _____

APPLICANT INFORMATION

Name of Event: Run for D103 5K Run/Walk Group Sponsoring Event: School District 103 Parent-Teacher Organization

Name of Event Director: Teresa Hansen on behalf of School District 103 PTO

Address: 2468 Palazzo Court Unit #: _____

City: Buffalo Grove State: IL Zip Code: 60089

Telephone: (847) 409-2733 Business: () _____

Email: Agent00T@aol.com

Date & Time Requested

Spring (March, April, May) <input checked="" type="checkbox"/>	Summer (June, July, Aug.) <input type="checkbox"/>	Fall (Sept., Oct.) <input type="checkbox"/>
---	---	--

Date of Event: Saturday, May 9, 2020

Starting Time: 8:00 A.M.

Est. Number of Participants: 600 runners/walkers

Ending Time: 9:00 A.M.

Has your group held an event in Lincolnshire before? Yes No
 If so, when was the most recent event? May 18, 2019

How many consecutive years has the event been held? Nine

Medical personnel must be present during the entire event. Please list the names of the doctors who will be participating: An ambulance and EMT are requested from the Lincolnshire Fire Department

- A cash bond in the amount of \$1,000 is required and must be submitted at least 30 days prior to the event.
- A Certificate of insurance must be provided to the village showing the applicant has coverage of comprehensive general liability and automobile liability in a minimum amount of one (1) million dollars.
- There shall be a maximum of 1,000 participants and the event shall be limited to 3.1 miles or 5km.

SIGNATURE

Teresa Hansen
 Signature of Applicant

Teresa L. Hansen, Race Director
 Printed Name and Title

The permit for the event proposed is hereby approved, based upon the information contained in this application and the provisions of the Village Code and Village Street Usage Policy. THIS PERMIT MAY BE REVOKED FOR DUE CAUSE OR IN CASE OF AN EMERGENCY AT THE SOLE DISCRETION OF THE VILLAGE

Date Approved: _____

 Public Works Director

CERTIFICATE OF INSURANCE

PRINT DATE: 12/11/2019

CERTIFICATE NUMBER: 20191024748807

AGENCY:

Edgewood Partners Insurance Center
2727 Paces Ferry Road, Building Two, Suite 1500
Atlanta, GA 30339
678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

NAMED INSURED:

USA Track & Field, Inc. District 103 Parent-Teacher
130 East Washington Street, Suite 800 Organization
Indianapolis IN 46204

INSURERS AFFORDING COVERAGE:

INSURER A: Philadelphia Indemnity Ins. Co. NAIC #: 18058
INSURER B: Philadelphia Indemnity Ins. Co. NAIC #: 18058

EVENT INFORMATION:

Run for D103 5K (5/9/2020 - 5/10/2020)

POLICY/COVERAGE INFORMATION:

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	PHPK2050515	11/1/2019 12:01 AM	11/1/2020 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$3,000,000
	<input checked="" type="checkbox"/> Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$3,000,000
B	UMBRELLA/EXCESS LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	PHUB697455	11/1/2019 12:01 AM	11/1/2020 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE \$10,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:

Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.

The certificate holder is an additional insured per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002)

The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01)

The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).

Excess policy follows form of underlying General Liability.

CERTIFICATE HOLDER:

The Village of Lincolnshire
One Olde Half Day Road
Lincolnshire IL 60069

NOTICE OF CANCELLATION:

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

AUTHORIZED REPRESENTATIVE:



CERTIFICATE OF INSURANCE

PRINT DATE: 12/11/2019

CERTIFICATE NUMBER: 20191024748721

AGENCY:

Edgewood Partners Insurance Center
2727 Paces Ferry Road, Building Two, Suite 1500
Atlanta, GA 30339
678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

NAMED INSURED:

USA Track & Field, Inc. District 103 Parent-Teacher
130 East Washington Street, Suite 800 Organization
Indianapolis IN 46204

INSURERS AFFORDING COVERAGE:

INSURER A: Philadelphia Indemnity Ins. Co. NAIC #: 18058
INSURER B: Philadelphia Indemnity Ins. Co. NAIC #: 18058

EVENT INFORMATION:

Run for D103 5K (5/9/2020 - 5/10/2020)

POLICY/COVERAGE INFORMATION:

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	PHPK2050515	11/1/2019 12:01 AM	11/1/2020 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$3,000,000
	<input checked="" type="checkbox"/> Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$3,000,000
B	UMBRELLA/EXCESS LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	PHUB697455	11/1/2019 12:01 AM	11/1/2020 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE \$10,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:

Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.

Excess policy follows form of underlying General Liability.

Evidence of coverage only

CERTIFICATE HOLDER:

District 103 Parent-Teacher Organization
2468 Palazzo Court
Buffalo Grove IL 60089

NOTICE OF CANCELLATION:

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

AUTHORIZED REPRESENTATIVE:

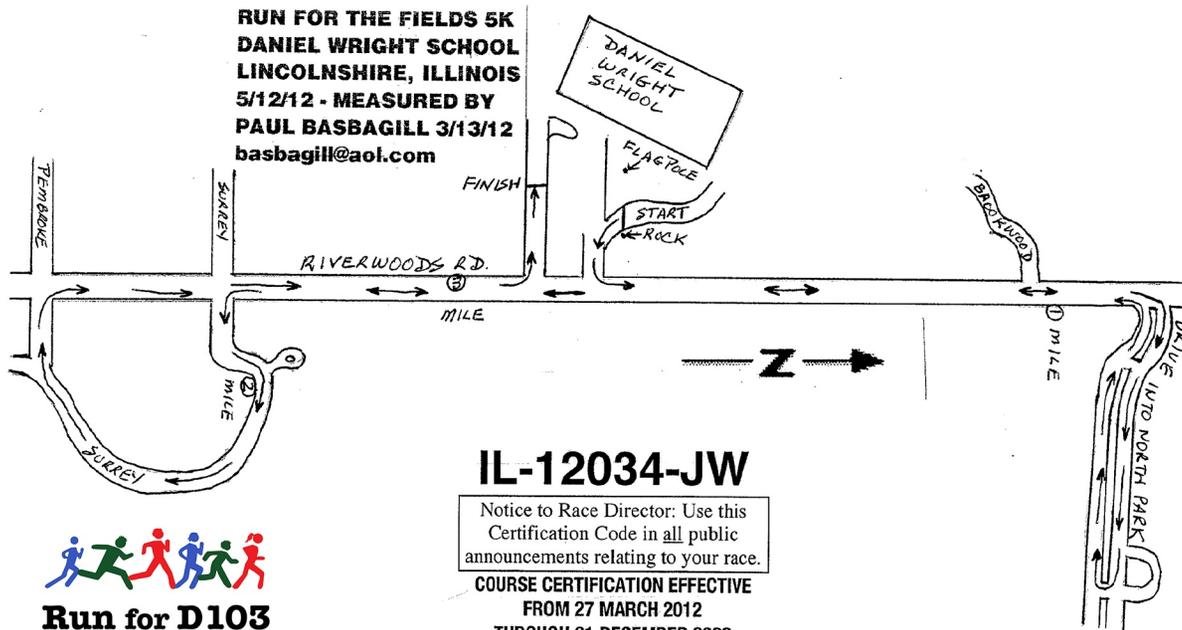


ROAD CLOSURE ALERT FOR SATURDAY, MAY 9, 2020

Dear local residents, On Saturday, May 9, 2020, at 8 AM, the District 103 PTO is hosting a 5K Run/Walk in or near your neighborhood. Please be advised that Riverwoods Road/22 North to Riverwoods Road/Everett and the other roads on the race course (primarily East Surrey and Pembroke) will be closed from 8 AM - 9 AM on May 9, 2020. The relevant portions of the course map and street closures are indicated on the map below. There will be no street parking allowed on the race course. Please plan accordingly. We appreciate your understanding and apologize for the inconvenience. We hope that you will join us as a spectator or race participant on Saturday morning. We anticipate a fun community event where we all join together in support of our local school district. Race Day Registration is open to the public. Please email d103run@yahoo.com with any questions.

ALL PAINT MARKS IN FLUORESCENT ORANGE

- *START - ON DRIVEWAY IMMEDIATELY TO THE EAST AND NORTH OF THE FRONT SCHOOL ENTRANCE, @ THE ROCK ON THE EAST SIDE OF DRIVEWAY WHICH LINES UP WITH THE FLAG TO THE WEST.
- *1 MILE - EAST SIDE OF RIVERWOODS RD., N OF BROOKWOOD PARK LANE, 54 METERS NORTH OF LIBERTY FARMS SIGNPOST.
- *2 MILE - SOUTHEAST SIDE OF SURREY, 7 METERS NORTH OF LEEDS COURT SIGNPOST.
- *3 MILE - WEST SIDE OF RIVERWOODS RD., 4 METERS SOUTH OF "35 MPH END SCHOOL ZONE" SIGN.
- *FINISH - ON THE NORTH SIDE OF SOUTHERN DRIVEWAY ENTRANCE TO SCHOOL, @ THE WEST POST AFTER A BREAK IN THE FENCE, @ THE EAST EDGE OF MANHOLE.



Run for D103

DISTRICT 103 PTO 5K RUN/WALK

IL-12034-JW

Notice to Race Director: Use this Certification Code in all public announcements relating to your race.

COURSE CERTIFICATION EFFECTIVE FROM 27 MARCH 2012 THROUGH 31 DECEMBER 2022

FOR MORE INFORMATION VISIT WWW.RUNFORD103.ORG



VILLAGE OF LINCOLNSHIRE

Village of Lincolnshire Village Street Usage Policy

1. Policy Statement

To provide limitations to the number of events held on Village streets and to establish guidelines for the approval, pre-race coordination, race day set-up and clean-up process.

2. Criteria for Use

The following are criteria that organizations must meet in order to be considered for approval:

- A. The organization must be not-for-profit and have no political affiliation and must have a significant relationship with the Lincolnshire community. This can be demonstrated by meeting one of the following:
- Having a membership of which 55% or more reside within the corporate limits of the Village.
 - Having a charter or other official recognition by a parent state or national organization that designates it a Lincolnshire chapter.
 - The Corporate Authorities hereby find that the following organizations satisfy the foregoing criteria in subparagraphs (A) and/or (B):

Friends of Ryerson Woods/River Committee of Lincolnshire
Lincolnshire Community Association
Lincolnshire Garden Club
Lincolnshire Community Nursery School
Lincolnshire Sports Association
Lincolnshire Swim Club
Riverside Foundation Auxiliary
Greater Lincolnshire Chamber of Commerce
School District # 103 Foundation
School District # 103 Parent Teacher Organization
School District # 125 Foundation
Village Club of Lincolnshire
Houses of Worship

Homeowners Association management offices that serve residential developments in Lincolnshire
Cub Scouts, Boy Scouts, Eagle Scouts, Girl Scouts and Brownies
Y Princesses and Y Guides
League of Women Voters
Lincolnshire Morningstar Rotary Club
Toastmaster of Lincolnshire

B. The organization must be not-for-profit and have no political affiliation and must have a significant relationship with the Lincolnshire community. This can be demonstrated by meeting one of the following:

C. Being one of the following taxing bodies serving Village residents:

Lincolnshire-Riverwoods Fire Protection District
School District # 103
School District # 125 Vernon Area Public Library Vernon Township
West Deerfield Township

D. Being one of the following entities serving the Village:

Federal, State and Local Representatives for purposes of holding Town Meetings, which will not be allowed within 30 days of an election if the representatives are running for office.

Being an organization of Lincolnshire business whose purpose is to support and encourage business within the Village

E. Being an organization which provides a recreational service within Lincolnshire

F. Being an organization which provides services for people with special needs:

Special Recreation Association of Central Lake County (SRACLC)
Riverside Foundation

If the organization does not meet the above criteria, then they shall have an opportunity to present to the Mayor and Board of Trustees an explanation for consideration.

3. Number of Events

The number of events held per year shall be determined by Village Staff. **Each event will be limited to 1,000 participants.** Events are to be held between March 1st and November 1st of each year. The designations will be as follows: Spring (March, April, May) Summer (June, July, August) Fall (September,

October). There shall not be any activities allowed during November, December, January and February. This is due to the leaf collection and snow and ice control programs. The awarding of a particular day and/or time slot shall be on a first come, first served basis. Street usage permits are limited to one application per day anywhere throughout the Village.

If two applicants apply for street usage permits for the same day, the previous year's applicant shall have priority over any new applicant.

4. Approval

- A. If an organization is denied a particular date, they will have an opportunity to dispute a Staff decision by asking to be placed on a Village Board meeting agenda and must present the application to the Mayor and Board of Trustees. This information will be discussed at a Committee of the Whole meeting and voted on at a subsequent Village Board meeting.
- B. The organization will be required to provide the Village with a Certificate of Insurance in the amount of one (1) million dollars to cover any liability.
- C. A cash bond in the amount of \$1,000.00 will be required for maintenance.

5. Pre-Race and Race Day Coordination

There shall be a single contact person the Village can communicate with during the entire process. This person will hold a minimum of one meeting with the Lincolnshire Police, Public Works and Lincolnshire-Riverwoods Fire Protection District personnel prior to the race date. Additionally, this person must be present on the race day for the event and final clean up. **The start/finish and race course area shall be returned to its original condition within 8 hours of the completion of the event.**

There shall be no advertising signage allowed and disruption of the neighborhood should be held to an absolute minimum.



ITEM SUMMARY

Reviewing Body:	Regular Village Board
Meeting Date:	January 13, 2020
Subject:	Fee Waiver Request for Building Repairs
Petitioner:	Vernon Area Public Library
Action Requested:	Approval of an Internal Building Permit Fee Waiver for Building Repairs per Section 5-3-2A of the Lincolnshire Village Code
Prepared By:	Ben Gilbertson – Assistant Village Manager/Community & Economic Development Director
Staff Recommendation:	Approval of fee waiver request
Budgeted Amount:	N/A
Actual Amount:	N/A
Level of Service Impact:	N/A
Tentative Meeting Schedule:	N/A
Reports and Documents Attached:	1) Letter from Stephen Territo, Library Head of Operations, dated January 6, 2020 2) Vernon Area Public Library tax exemption letter

Background / Summary

- The Vernon Area Public Library (Library) requests a waiver of \$248.75 in building permit fees for a building repairs to the Library’s annex building.
- The requested waiver of \$248.75 represents internal permit fees only. There are no out-of-pocket costs for outside consultant inspections. A review of fee waiver requests over the past several years indicates the Village Board previously approved the following fee waiver requests:

Table 1: Vernon Area Library Fee Waiver Request History

Month / Year	Fee Waiver Amount	Project / Permit Type
January 2020 (proposed)	\$248.75	Library annex building repairs
May 2019	\$100.00	Parking lot resurfacing permit
April 2014	\$4,729.00	Roofing permit
February 2013	\$4,314.00	Major interior renovations permit
September 2006	\$100.00	Pavement sealcoating permit
TOTAL	\$9,491.75	

- Staff found no fee waiver requests denied during this period.

Staff Recommendation

- Staff recommends approval of the Library’s request to waive the \$248.75 in building permit fees in accordance with [Village Code Section 5-3-2A](#).

Vernon Area Public Library



January 6, 2020

Village Board of Trustees
One Olde Half Day Road
Lincolnshire, IL 60069

Dear Village Board of Trustees,

I'm writing to request a waiver of the Village fees (\$248.75) associated with permit P20-0001B for building repairs at the Vernon Area Public Library – Annex Building.

The Vernon Area Public Library District qualifies as a non-profit organization in the State of Illinois and a majority of the Library's revenue comes from the taxpayers within the community. I've included the Library's certificate of tax exemption issued by the Illinois Department of Revenue for your review.

Please contact me at 224-543-1403 or sterrito@vapld.info if you have any questions.

Thank you for considering the waiver.

Sincerely,

Stephen D. Territo
Head of Library Operations



Illinois Department of Revenue

Office of Local Government Services
Sales Tax Exemption Section, 3-520
101 W. Jefferson Street
Springfield, IL 62702
217 782-8881

January 2, 2015

VERNON AREA PUBLIC LIBRARY DISTRICT
300 OLDE HALF DAY ROAD

LINCOLNSHIRE IL 60069

Effective January 1, 2015, we have renewed your governmental exemption from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax, as required by Illinois law.

We have issued the following new tax exemption identification number:

E9995-6756-07
to
VERNON AREA PUBLIC LIBRARY DISTRICT
of
LINCOLNSHIRE, IL

The terms and conditions governing use of your exemption number remain unchanged.

Office of Local Government Services
Illinois Department of Revenue