



# VILLAGE OF LINCOLNSHIRE

## AGENDA REGULAR VILLAGE BOARD Village Hall – Board Room Monday, April 13, 2020 7:00 p.m.

### RESIDENT REMOTE PARTICIPATION OPTIONS

- **View/Listen**
  - Watch live on Channel 10.
  - Listen via phone at 872-240-3212 (access code 720-248-605).
  - Meetings posted to [www.lincolnshireil.gov](http://www.lincolnshireil.gov) on the day after meeting.
- **Public Comment**
  - Call 847-913-2312 to leave a voicemail message with your comment by 3:00 p.m. on Monday, April 13, 2020.
  - Email your comment to [VOLPublicComment@lincolnshireil.gov](mailto:VOLPublicComment@lincolnshireil.gov) by 5:00 p.m. on Monday, April 13, 2020.
  - Comments received before the meeting will be read concurrent with respective agenda item. Comments may be sent to the [VOLPublicComment@lincolnshireil.gov](mailto:VOLPublicComment@lincolnshireil.gov) email address during the meeting, but it is not guaranteed they will be read until the end of the meeting.

### CALL TO ORDER

#### 1.0 ROLL CALL

#### 2.0 PLEDGE OF ALLEGIANCE

#### 3.0 REPORTS OF OFFICERS

##### 3.1 Mayor's Report

- 3.11 Approval of a Resolution Adopting a Supplemental Rule concerning Public Comments during Virtual Meetings of the Village of Lincolnshire Board of Trustees and Other Village Boards, Commissions, and Committees (Village of Lincolnshire – Waiver of First Reading Requested)

##### 3.2 Village Clerk's Report

##### 3.3 Village Treasurer's Report

- 3.31 Revenues and Expenditures for the Month of March, 2020

##### 3.4 Village Manager's Report

**4.0 PAYMENT OF BILLS**

- 4.1 Bills Presented for Payment on March 30, 2020 in the amount of \$663,262.79
- 4.2 Bills Presented for Payment on April 13, 2020 in the amount of \$114,653.29

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

**6.0 CONSENT AGENDA**

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

- 6.1 Approval of March 9, 2020 Regular Village Board Meeting Minutes
- 6.2 Approval of March 9, 2020 Committee of the Whole Meeting Minutes
- 6.3 Approval of the March 19, 2020 Special Village Board Meeting Minutes

**7.0 ITEMS OF GENERAL BUSINESS**

7.1 Planning, Zoning & Land Use

7.2 Finance and Administration

- 7.21 Approval of an Ordinance Approving a Second Extension of a Declaration of Emergency and Confirming Mayor's Executive Order 2020-1 (Village of Lincolnshire – Waiver of First Reading Requested)

- 7.22 Approval of an Ordinance Authorizing the Disposal of Surplus Property (Village of Lincolnshire – Waiver of First Reading Requested)

7.3 Public Works

- 7.31 Approval of a Contract for the Construction of the Village's 2020 Road and Bike Path Resurfacing Project with Schroeder Asphalt Services, Rosemont, IL in an Amount not to Exceed \$1,500,881.22 (Village of Lincolnshire)

- 7.32 Approval of a Professional Service Contract with Baxter & Woodman Consulting Engineers for Construction Engineering Services at a Cost not to Exceed \$102,262.00 (Village of Lincolnshire)

7.4 Police

- 7.41 Approval of an Ordinance Amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control) to Create a Class "J" Catering Liquor License (Banyan One Corporation - Pear Tree Catering & Hel's Kitchen Catering – 505 Bond Street – Waiver of First Reading Requested)

7.5 Parks and Recreation

7.6 Judiciary and Personnel

**8.0 REPORTS OF SPECIAL COMMITTEES**

**9.0 UNFINISHED BUSINESS**

**10.0 NEW BUSINESS**

**11.0 EXECUTIVE SESSION (None)**

**12.0 ADJOURNMENT**

*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.*



**ITEM SUMMARY**

<b>Reviewing Body / Meeting Date:</b>	Regular Village Board – April 13, 2020
<b>Subject:</b>	Public Comment Rules for Virtual Meetings
<b>Action Requested (Address – Petitioner):</b>	Approval of a Resolution Adopting a Supplemental Rule concerning Public Comments during Virtual Meetings of the Village of Lincolnshire Board of Trustees and Other Village Boards, Commissions, and Committees (Village of Lincolnshire – Waiver of First Reading Requested)
<b>Prepared By:</b>	Ben Gilbertson – Assistant Village Manager/Community & Economic Development Director
<b>Staff Recommendation:</b>	Waiver of First Reading and Approval of the Resolution
<b>Budgeted Amount:</b>	N/A
<b>Actual Amount:</b>	N/A
<b>Level of Service Impact:</b>	N/A
<b>Meeting History:</b>	N/A
<b>Tentative Meeting Schedule:</b>	N/A
<b>Reports / Documents Attached:</b>	1) Draft resolution prepared by staff and the Village Attorney

**Request Summary**

On March 16, 2020, Governor Pritzker issued Executive Order No. 2020-07, suspending certain provisions of the Illinois Open Meetings Act, 5 ILCS 120/1 et seq. (“Act”) concerning in-person attendance by members of the public body at public meetings, which executive order was extended on April 1, 2020, pursuant to Executive Order 2020-18 (collectively, “Executive Order”). To preserve the public right to address the Village Board and other Village public bodies (e.g., Zoning Board, Architectural Review Board, Park Board, and Police Pension Board) during the duration of the Executive Order and otherwise at virtual public meetings of the Village Board and other public bodies that are conducted by telephonic and video conferencing platforms, the staff recommends the Village Board adopt a supplemental rule for public comment at such virtual meetings.

This rule would require the public to submit comments via the [VOLPublicComment@lincolnshireil.gov](mailto:VOLPublicComment@lincolnshireil.gov) email address, a letter delivered to the Village Hall vestibule, or by voicemail at 847-913-2312 by 5 p.m. on the night of the public meeting. Comments received before the deadline will be shared with the public body during the appropriate time on the agenda. Comments received after this deadline may be shared with the public body during this same meeting, but it is not guaranteed. If not shared during this same meeting, the comments will be read at the next regularly-scheduled meeting. Comments will not be included verbatim to the minutes of the meeting.

For members of the public leaving voicemails, the voicemails must be:

1. Articulate and audibly comprehensible;
2. Inclusive of the commenter’s name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing;
3. No more than two minutes in length;
4. Free of any abusive or obscene language; and



5. Received by the Village Clerk or designated representative at the phone number set forth in the agenda posted for such meeting, prior to 3:00 p.m. on the day of the scheduled meeting.

For members of the public submitting comment via email or letter, the written notice must be:

1. Typed or written legibly;
2. Inclusive of the commenter's name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing;
3. No more than 200 words in length;
4. Free of any abusive or obscene language; and
5. Received by the Village Clerk or designated representative at the email address set forth in the agenda posted for such meeting, prior to 5:00 p.m. on the day of the scheduled meeting.

The public has the option to listen to the meetings virtually (i.e., by telephone and/or online). A draft resolution is included in this packet that further specifies the rules for public comment during the duration of the Governor's Executive Order.

**Project Description**

Not applicable.

**Budget Impact**

Not applicable.

**Level of Service Impact**

Not applicable.

**Approval Process**

The Village Board has complete authority to review and approve this resolution.

**Staff Recommendation / Next Steps**

Staff recommends waiver of the first reading and approval of the resolution.

**VILLAGE OF LINCOLNSHIRE  
LAKE COUNTY, ILLINOIS**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING A SUPPLEMENTAL RULE CONCERNING  
PUBLIC COMMENTS DURING VIRTUAL MEETINGS OF THE  
VILLAGE OF LINCOLNSHIRE BOARD OF TRUSTEES AND  
OTHER VILLAGE BOARDS, COMMISSIONS, AND COMMITTEES**

**WHEREAS**, Section 2.06(g) of the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* (“Act”), requires the Village of Lincolnshire (“Village”) to allow any member of the public to address the Board of Trustees of the Village of Lincolnshire (“Village Board”), and other “public bodies” (as that term is defined in the Act), at public meetings, in accordance with rules to be adopted by the public bodies; and

**WHEREAS**, the Village Board has previously adopted rules for public comment for all Village public bodies, in accordance with Section 2.06(g) of the Act; and

**WHEREAS**, on March 9, 2020, the Governor of the State of Illinois (“Governor”) declared a State of Emergency related to the COVID-19 pandemic; and

**WHEREAS**, on March 16, 2020, the Governor issued Executive Order No. 2020-07, suspending certain provisions of the Act concerning in-person attendance by members of the public body at public meetings, which executive order was extended on April 1, 2020, pursuant to Executive Order 2020-18 (collectively, the “Executive Order”); and

**WHEREAS**, in accordance with Section 2.06(g) of the Act, and in order to preserve the public right to address the Village Board and other Village public bodies during the duration of the Executive Order and otherwise at virtual public meetings of the Village Board and other public bodies that are conducted by telephonic and video conferencing platforms, the Village Board desires to adopt a supplemental rule for public comment at such virtual meetings (“Supplemental Rule”); and

**WHEREAS**, the Village Board has determined that it will serve and be in the best interest of the Village and its residents to adopt the supplemental Rule.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Lincolnshire, Lake County, Illinois, as follows:

**SECTION ONE: RECITALS.** The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the Village Board.

**SECTION TWO: ADOPTION OF SUPPLEMENTAL RULE.** In accordance with Section 2.06(g) of the Act and the Executive Order, the Village Board hereby adopts the following Supplemental Rule for public comments at virtual public meetings of the Village Board and all subsidiary Village boards, committees, and commissions that are conducted by telephonic and video conferencing platforms:

“For all meetings of the Village Board or any subsidiary board, committee, or commission of the Village conducted through virtual means (i.e., by telephone and/or online), pursuant to Executive Order of the Governor of the State of Illinois, members of the public may address the public body by sending the Village Clerk (or other Village representative designated in the agenda posted for such meeting) a voicemail or a written statement to be read aloud at the meeting.

In order for a voicemail to be read as a public comment at a virtual meeting, the statement must be:

- (1) Articulate and audibly comprehensible;
- (2) Inclusive of the commenter's name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing;
- (3) No more than two minutes in length;
- (4) Free of any abusive or obscene language; and
- (5) Received by the Village Clerk or designated representative at the phone number set forth in the agenda posted for such meeting, prior to 3:00 p.m. on the day of the scheduled meeting.

In order for a written statement to be read as a public comment at a virtual meeting, the statement must be:

- (1) Typed or written legibly;
- (2) Inclusive of the commenter's name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing;
- (3) No more than 200 words in length;
- (4) Free of any abusive or obscene language; and
- (5) Received by the Village Clerk or designated representative at the email address set forth in the agenda posted for such meeting, prior to 5:00 p.m. on the day of the scheduled meeting.

The public may listen to the Village Board's deliberation via telephone and/or online, but they will not have the opportunity to verbalize their comments in real time. Public telephone lines will be muted, and webcams will be disabled. Public comments may be sent to the email address provided on the agenda and may be read before adjournment of the meeting. Statements that do not adhere to the requirements for virtual public comments will not be read at the public meeting, with timely notice of the basis of that decision to the commenter.

The Village Clerk or designated representative will compile all properly submitted virtual public comments, and when directed to do so by the Mayor or presiding officer of the meeting, read each comment aloud before the public body, to include the commenters name and address, if provided. No comments will not be included verbatim to the minutes of the meeting."

The Supplemental Rule adopted pursuant to this Section Two is a supplement to, and not a replacement or modification of, any other rule adopted by the Village Board or any subsidiary board, committee, or commission concerning public comment at public meetings. To the extent that the Supplemental Rule conflicts with any other rule of the Village Board, the Supplemental Rule will control until such time as the emergency that necessitated virtual meetings has ended. The Supplemental Rule hereby applies to all subsidiary boards, committees, and commissions unless and until such boards, committees, and commissions adopt their own rules for public comment at virtual meetings in accordance with Section 2.06(g) of the Act.

**SECTION THREE: EFFECTIVE DATE.** This Resolution will be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

**ADOPTED** this 13<sup>th</sup> day of April, 2020, pursuant to the following roll call vote:

AYES:

NAYS:

ABSENT:

Signed

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Elizabeth J. Brandt, Mayor

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Barbara Mastandrea, Village Clerk



**Revenue and Expense Budget Summary**

Period Ending: 03/31/2020  
Fiscal Year: 2020

	2019 Year-To-Date			2020 Year-To-Date		
	Revenue	Expense	OVER/(UNDER)	REVENUE	EXPENSE	OVER/(UNDER)
<b>GENERAL FUND</b>						
Revenue	2,691,199			3,203,027		
Administration		80,129			95,931	
Finance		91,623			92,868	
Police		904,082			949,057	
Community & Economic Dev.		248,856			160,491	
Insurance / Common		468,203			328,629	
PW: Administration		63,079			60,047	
PW: Streets & Storm Water		317,823			266,082	
PW: Forestry & Parks		221,882			258,565	
PW: Facilities		57,230			59,232	
Debt & Transfers		-			-	
<b>TOTAL GENERAL FUND</b>	<b>\$ 2,691,199</b>	<b>\$ 2,452,907</b>	<b>\$ 238,292</b>	<b>\$ 3,203,027</b>	<b>\$ 2,270,902</b>	<b>\$ 932,125</b>
<b>ENTERPRISE FUNDS</b>						
Water & Sanitary Sewer Revenue	1,057,053			1,108,720		
Water & Sanitary Sewer Administration		337,757			234,014	
Water & Sanitary Sewer Operating		826,042			639,587	
Water & Sanitary Sewer Improvements	380,435	(9,263)		106,188	22,925	
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 1,437,488</b>	<b>\$ 1,154,535</b>	<b>\$ 282,952</b>	<b>\$ 1,214,909</b>	<b>\$ 896,526</b>	<b>\$ 318,383</b>
<b>NON-OPERATING FUNDS</b>						
Motor Fuel Tax	46,109	-	46,109	77,107	-	77,107
Fraud Alcohol Drug Enforcement	2,047	1,887	160	1,093	78	1,015
Vehicle Maintenance	120,428	134,940	(14,513)	127,263	123,232	4,031
Park Development	15,291	-	15,291	11,388	-	11,388
General Capital	-	10,298	(10,298)	26,475	136,397	(109,922)
<b>TOTAL NON-OPERATING FUNDS</b>	<b>\$ 183,875</b>	<b>\$ 147,126</b>	<b>\$ 36,749</b>	<b>\$ 243,326</b>	<b>\$ 259,707</b>	<b>\$ (16,382)</b>
<b>TRUST FUNDS</b>						
Police Pension Fund**	1,861,705	343,651	1,518,054	(1,019,587)	239,948	(1,259,534)
Sedgebrook SSA	5,698	801,501	(795,803)	4,391	817,031	(812,640)
<b>TOTAL TRUST FUNDS</b>	<b>\$ 1,867,403</b>	<b>\$ 1,145,153</b>	<b>\$ 722,251</b>	<b>\$ (1,015,196)</b>	<b>\$ 1,056,979</b>	<b>\$ (2,072,175)</b>

\*\*The Police Pension amounts are as of 02/29/2020.  
The Pension Board contracts their accounting services: which sometimes results in a reporting



VILLAGE OF  
**LINCOLNSHIRE**

**Revenues and Expenses by Fund**

Period Ending **03/31/2020**  
Percent of Fiscal Year Complete **25.0%**

	Annual Budget	Year-to-Date	% Used	Significant Facts
<b>GENERAL FUND</b>				
<b>REVENUES</b>				
Taxes	11,001,000	2,740,174	24.9%	Sales Tax % of Budget 34.4% Local HR Sales Tax % of Budget 34.0% Food & Beverage % of Budget 19.2% Room & Admission % of Budget 19.2% Real Estate Transfer % of Budget 97.5%
Licenses & Fees	814,050	165,203	20.3%	03/17/2020: Restaurants close to dine-in servi 03/17/2020: Regal Lincolnshire closes 03/17/2020: Viper Alley/Loft 21 no events 03/13/2020: Marriott Theater closes Building Permit Fee Revenue \$48,942 Bldg Permits % of Licenses & Fees 29.6%
Fines & Forfeitures	234,000	64,737	27.7%	
Allotments, Grants & Reimbursements	458,000	136,861	29.9%	
Miscellaneous	87,300	12,648	14.5%	
Other Income	240,000	83,404	34.8%	03/15/2020: Fed lowers rate to 0 to 1/4 perce
<b>TOTAL REVENUES</b>	<b>\$ 12,834,350</b>	<b>\$ 3,203,027</b>	<b>25.0%</b>	
<b>EXPENSES</b>				
Personnel Expenses	339,890	90,498	26.6%	
Contractual Services	3,200	-	0.0%	
Other Charges	32,100	5,433	16.9%	
<b>Administration</b>	<b>375,190</b>	<b>95,931</b>	<b>25.6%</b>	
Personnel Expenses	325,220	85,884	26.4%	
Contractual Services	22,590	6,756	29.9%	
Other Charges	4,400	228	5.2%	
<b>Finance</b>	<b>352,210</b>	<b>92,868</b>	<b>26.4%</b>	
Personnel Expenses	4,045,400	838,979	20.7%	
Contractual Services	163,960	43,172	26.3%	
Commodities	45,300	1,674	3.7%	
Other Charges	120,390	20,692	17.2%	
Transfers Out	178,160	44,540	25.0%	
<b>Police</b>	<b>4,553,210</b>	<b>949,057</b>	<b>20.8%</b>	
Personnel Expenses	509,730	135,184	26.5%	
Contractual Services	191,450	24,269	12.7%	
Other Charges	550,470	(235)	0.0%	
Transfers Out	5,090	1,273	25.0%	
<b>Community &amp; Economic Dev.</b>	<b>1,256,740</b>	<b>160,491</b>	<b>12.8%</b>	
Contractual Services	1,557,970	324,907	20.9%	
Commodities	13,000	2,466	19.0%	
Other Charges	70,000	1,256	1.8%	
<b>Insurance &amp; Common</b>	<b>1,640,970</b>	<b>328,629</b>	<b>20.0%</b>	
<b>Public Works</b>				
Personnel Expenses	222,200	59,004	26.6%	
Contractual Services	41,500	105	0.3%	
Other Charges	13,130	938	7.1%	
<b>Admin</b>	<b>276,830</b>	<b>60,047</b>	<b>21.7%</b>	
Personnel Expenses	600,100	165,030	27.5%	
Contractual Services	496,500	9,072	1.8%	
Commodities	112,800	46,688	41.4%	
Other Charges	15,830	7,111	44.9%	
Transfers Out	152,720	38,180	25.0%	
<b>Streets</b>	<b>1,377,950</b>	<b>266,082</b>	<b>19.3%</b>	
Personnel Expenses	608,400	138,692	22.8%	
Contractual Services	679,080	77,136	11.4%	Includes Insurance Covered Exp
Commodities	51,500	9,141	17.8%	
Other Charges	13,230	4,325	32.7%	
Transfers Out	117,080	29,270	25.0%	
<b>Parks &amp; Open Space</b>	<b>1,469,290</b>	<b>258,565</b>	<b>17.6%</b>	

	Annual Budget	Year-to-Date	% Used	Significant Facts
Contractual Services	139,520	53,796	38.6%	
Commodities	19,000	3,711	19.5%	
Other Charges	3,000	454	15.1%	
Transfers Out	5,090	1,273	25.0%	
<b>Buildings &amp; Grounds</b>	<b>166,610</b>	<b>59,232</b>	<b>35.6%</b>	
Transfers Out	1,326,180	-	0.0%	
<b>Debt &amp; Transfers</b>	<b>1,326,180</b>	<b>-</b>	<b>0.0%</b>	
<b>TOTAL EXPENSES</b>	<b>\$ 12,795,180</b>	<b>\$ 2,270,902</b>	<b>17.7%</b>	

**WATER & SEWER FUND**

**REVENUES**

Licenses & Fees	5,243,300	1,106,816	21.1%
Miscellaneous Revenue	12,000	1,290	10.8%
Other Income	5,000	615	12.3%
<b>TOTAL REVENUES</b>	<b>\$ 5,260,300</b>	<b>\$ 1,108,720</b>	<b>21.1%</b>

03/15/2020: Fed lowers rate to 0 to 1/4 perce

**EXPENSES**

Personnel Expenses	274,060	72,807	26.6%
Contractual Services	245,830	58,237	23.7%
Commodities	1,440	274	19.0%
Other Charges	2,320	581	25.1%
Other Expenses	-	-	0.0%
Transfers Out	408,460	102,115	25.0%
<b>Administration</b>	<b>932,110</b>	<b>234,014</b>	<b>25.1%</b>
Personnel Expenses	565,200	167,073	29.6%
Contractual Services	3,590,930	447,245	12.5%
Commodities	27,950	9,398	33.6%
Other Charges	34,550	3,144	9.1%
Transfers Out	50,910	12,728	25.0%
<b>Operating</b>	<b>4,269,540</b>	<b>639,587</b>	<b>15.0%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 5,201,650</b>	<b>\$ 873,601</b>	<b>16.8%</b>

**WATER & SEWER IMPROVEMENT FUND**

**REVENUES**

Licenses & Fees	200,000	3,357	1.7%
Miscellaneous Revenue	-	-	0.0%
Other Income	7,000	716	10.2%
Transfers	2,940,710	102,115	3.5%
<b>TOTAL REVENUES</b>	<b>\$ 3,147,710</b>	<b>\$ 106,188</b>	<b>3.4%</b>

03/15/2020: Fed lowers rate to 0 to 1/4 perce

**EXPENSES**

Capital Outlay	3,138,000	22,925	0.7%
<b>TOTAL EXPENSES</b>	<b>\$ 3,138,000</b>	<b>\$ 22,925</b>	<b>0.7%</b>

**MOTOR FUEL TAX FUND**

**REVENUES**

Allotments, Grants & Reimbursements	184,000	76,950	41.8%
Other Income	1,000	157	15.7%
<b>TOTAL REVENUES</b>	<b>\$ 185,000</b>	<b>\$ 77,107</b>	<b>41.7%</b>

03/15/2020: Fed lowers rate to 0 to 1/4 perce

**EXPENSES**

Capital Projects	-	-	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

**FRAUD, ALCOHOL & DRUG ENFORCEMENT FUND**

**REVENUES**

Other Income	-	1,093	0.0%
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 1,093</b>	<b>0.0%</b>

**EXPENSES**

Other Charges	11,990	78	0.7%
Transfers	50,000	-	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 61,990</b>	<b>\$ 78</b>	<b>0.1%</b>

Annual Budget	Year-to-Date	% Used	Significant Facts
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**VEHICLE MAINTENANCE FUND**

**REVENUES**

Transfers	509,050	127,263	25.0%
<b>TOTAL REVENUES</b>	<b>\$ 509,050</b>	<b>\$ 127,263</b>	<b>25.0%</b>

**EXPENSES**

Personnel Expenses	203,100	51,701	25.5%
Contractual Services	162,400	33,650	20.7%
Commodities	134,800	36,104	26.8%
Other Charges	8,750	1,777	20.3%
<b>TOTAL EXPENSES</b>	<b>\$ 509,050</b>	<b>\$ 123,232</b>	<b>24.2%</b>

**PARK DEVELOPMENT FUND**

**REVENUES**

Other Income	178,170	11,388	6.4%
<b>TOTAL REVENUES</b>	<b>\$ 178,170</b>	<b>\$ 11,388</b>	<b>6.4%</b>

03/15/2020: Fed lowers rate to 0 to 1/4 perce

**EXPENSES**

Other Charges	-	-	0.0%
Transfers	1,044,000	-	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 1,044,000</b>	<b>\$ -</b>	<b>0.0%</b>

**GENERAL CAPITAL**

**REVENUES**

Grants	-	5,175	0.0%
Other Income	917,740	21,300	2.3%
Transfers In	(112,070)	-	0.0%
<b>TOTAL REVENUES</b>	<b>\$ 805,670</b>	<b>\$ 26,475</b>	<b>3.3%</b>

**EXPENSES**

Facilities	797,500	25,030	3.1%
Equipment	144,500	7,089	4.9%
Furniture & Fixtures	-	-	0.0%
Storm Sewer & Water	520,000	13,493	2.6%
Parks	1,534,500	8,461	0.6%
Roadways	1,392,500	82,325	5.9%
Vehicles	150,000	-	0.0%
Miscellaneous Capital	7,500	-	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 4,546,500</b>	<b>\$ 136,397</b>	<b>3.0%</b>

**POLICE PENSION FUND\*\***

**REVENUES**

Taxes	959,500	1,235	0.1%
Miscellaneous Revenue	254,300	41,198	16.2%
Other Income	489,000	(1,062,020)	-217.2%
<b>TOTAL REVENUES</b>	<b>\$ 1,702,800</b>	<b>\$ (1,019,587)</b>	<b>-59.9%</b>

Property Taxes

Investment Income (03/15/2020: Fed lowers r

**EXPENSES**

Contractual Services	95,800	21,043	22.0%
Other Charges	7,000	-	0.0%
Other Charges	1,600,000	218,904	13.7%
<b>TOTAL EXPENSES</b>	<b>\$ 1,702,800</b>	<b>\$ 239,948</b>	<b>14.1%</b>

\*\*The Police Pension amounts are as of 02/29/2020.

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

**SEDGEBROOK SSA**

**REVENUES**

Taxes	1,159,690	875	0.1%
Other Income	21,000	3,516	16.7%
<b>TOTAL REVENUES</b>	<b>\$ 1,180,690</b>	<b>\$ 4,391</b>	<b>0.4%</b>

Interest Income (03/15/2020: Fed lowers rate

**EXPENSES**

Contractual Services	16,620	-	0.0%
Capital Outlay	1,164,070	817,031	70.2%
<b>TOTAL EXPENSES</b>	<b>\$ 1,180,690</b>	<b>\$ 817,031</b>	<b>69.2%</b>



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

**AGENDA ITEM 4.1**

**BILLS PRESENTED FOR PAYMENT  
03/30/2020**

<b>General Fund</b>	<b>\$</b>	<b>288,767.51</b>
<b>Water &amp; Sewer Fund</b>	<b>\$</b>	<b>249,923.60</b>
<b>Motor Fuel Tax</b>		
<b>Water &amp; Sewer Improvement Fund</b>	<b>\$</b>	<b>17,966.26</b>
<b>Fraud, Alcohol, Drug Enforcement</b>		
<b>Vehicle Maintenance Fund</b>	<b>\$</b>	<b>17,056.90</b>
<b>Park Development Fund</b>		
<b>Sedgebrook SSA</b>		
<b>General Capital Fund</b>	<b>\$</b>	<b>89,548.52</b>
<b>Grand Total</b>	<b>\$</b>	<b>663,262.79</b>

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Brad Burke, Village Manager

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
 INVOICE DUE DATES 03/10/2020 - 03/30/2020  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: A T &amp; T</b>		
148060081-03/20	03/12 - 04/11/2020 NP Internet Svc	67.58
TOTAL VENDOR A T & T		67.58
<b>VENDOR NAME: ACCURATE DOCUMENT DESTRUCTION</b>		
5232650	2/2/20 Document Destruction	140.16
TOTAL VENDOR ACCURATE DOCUMENT DESTRU		140.16
<b>VENDOR NAME: ACTION TARGET STORE</b>		
345371	Less Lethal Training Target	370.31
TOTAL VENDOR ACTION TARGET STORE		370.31
<b>VENDOR NAME: ADOBE SYSTEMS INCORPORATED</b>		
2020-03	March 2020 Creative Cloud Suite	53.11
TOTAL VENDOR ADOBE SYSTEMS INCORPORATE		53.11
<b>VENDOR NAME: ADVANTAGE TRAILER</b>		
57020	Dump Trailer #267	7,089.00
TOTAL VENDOR ADVANTAGE TRAILER		7,089.00
<b>VENDOR NAME: AEREX PEST CONTROL SERVICES, INC.</b>		
2321861	Pest Control Services - Village Hall	55.00
2321865	Pest Control Services - Public Works	55.00
TOTAL VENDOR AEREX PEST CONTROL SERVICE		110.00
<b>VENDOR NAME: ALPHAGRAPHICS US 333</b>		
67721	No Fee - Tree Permits	378.30
TOTAL VENDOR ALPHAGRAPHICS US 333		378.30
<b>VENDOR NAME: ALTORFER INDUSTRIES, INC.</b>		
PM600287662	Estates Liftstation Generator Set Repair	1,061.68
PM600287660	Old Mill Circle Generator Set Repair	1,155.40
PM600287661	Old Mill Commons Liftstation Generator S	696.95
PM600288250	Old Mill Circle Generator Set ATS Test	90.00
PM600288248	Old Mill Circle Generator Set PM & Load T	1,092.00
PM600288249	Brookwood Generator Set PM & Load Test	1,037.00
PM600288252	Northampton Generator Set ATS Test	90.00
PM600288251	Brookwood Generator Set ATS Test	90.00
PM6002288332	Estates Generator Set ATS Transfer Test	90.00
PM600288295	Birch Lakes Generator Set ATS Transfer T	90.00
PM600288294	Northampton Generator Set PM & Lord Ba	491.00
TOTAL VENDOR ALTORFER INDUSTRIES, INC.		5,984.03
<b>VENDOR NAME: AMAZON.COM</b>		
111324452200386	Tablet Mount & Fog Lights	92.99
111213408142026	Grates for Catch Basin	61.18
111604668753994	Desktop Items - MG	31.37
111364190644178	Soldering Iron	79.00
111204231827498	Cordless Work Light for Fleet	31.99
111074720393418	Supplies for PW Office	40.84
111267440935594	Soap for Truck Washing	144.55
111214935896194	Batteries for TEMP sticks & mini memo bo	126.82
9765063	Smead folders for PD	35.81
3044225	Smead folders for PD	75.01
6427424	CD/DVD Marker for PD	17.35
TOTAL VENDOR AMAZON.COM		736.91

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
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<b>VENDOR NAME: AMERICAN EXPRESS</b>		
2020-Annual	2020 American Express Annual Fee	95.00
TOTAL VENDOR AMERICAN EXPRESS		95.00
<b>VENDOR NAME: AMERICAN RED CROSS O</b>		
22262829	CPR/AED Training Police Department	528.00
TOTAL VENDOR AMERICAN RED CROSS O		528.00
<b>VENDOR NAME: AMERICAN UNDERGROUND INC.</b>		
9125	Manhole Televising & Inspections	10,370.00
TOTAL VENDOR AMERICAN UNDERGROUND INC.		10,370.00
<b>VENDOR NAME: AMERICAN WELDING &amp; GAS, INC.</b>		
06865319	Propane for Skate Night - 2nd order	14.00
06957667	Gas Cyclinder Rental	116.37
TOTAL VENDOR AMERICAN WELDING & GAS, IN		130.37
<b>VENDOR NAME: AMERI-TEX INC.</b>		
132172	Embroider Uniform Shirts - Leonas	30.00
TOTAL VENDOR AMERI-TEX INC.		30.00
<b>VENDOR NAME: ANCEL GLINK DIAMOND BUSH</b>		
74651A	BD Bond Escrow Attorney Fee_The St. Ja	763.75
74651b	BD Bond Escrow Attoarney Fee_Loft 21_1	117.50
74651c	BD Bond Escrow Attorney Fee_Stevenson	293.75
74651d	BD Bond Escrow Attorney Fee_Daniel Wri	58.75
74651e	BD Bond Escrow Attorney Fee_Amerimark	58.75
74561f	BD Bond Escrow Attorney Fee_Bank of A	117.50
74561g	BD Bond Escrow Attorney Fee_Courtyard	58.75
74651_e2	BD Bond Escrow Attorney Fee_LTD Comm	58.75
3165092-022020	February 2020 Legal Fees	3,760.00
TOTAL VENDOR ANCEL GLINK DIAMOND BUSH		5,287.50
<b>VENDOR NAME: APWA-CHICAGO METRO CHAPTER</b>		
02242020APWA	APWA Chapter Awards Luncheon on Marc	100.00
TOTAL VENDOR APWA-CHICAGO METRO CHAPTE		100.00
<b>VENDOR NAME: ARENA SPORTS U.S.A.</b>		
2001015	Public Works Uniform Update	1,813.00
TOTAL VENDOR ARENA SPORTS U.S.A.		1,813.00
<b>VENDOR NAME: ARLINGTON HEIGHTS FORD</b>		
891516	Squad 106 Sway Bar Links, Belt & Tensio	201.39
891522	Squad 106 Rear Reflector	33.75
891464	Squad Tune-Up Parts	110.84
891773	Squad Car Brakes	716.16
891775	Squad Car Rims/Wheels	251.08
891777	Squad Car Oil Filters	68.04
TOTAL VENDOR ARLINGTON HEIGHTS FORD		1,381.26
<b>VENDOR NAME: ARTHUR J. GREENE CONSTRUCTION CO.</b>		
B17-0010EP	BD Bond Refund_Eng Bond_117 Pembrok	6,000.00
TOTAL VENDOR ARTHUR J. GREENE CONSTRUCT		6,000.00
<b>VENDOR NAME: B &amp; F CONSTRUCTION CODE SERVICES</b>		
12422	February 2020 Inspections_B&F Code Co	720.00

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<b>VENDOR NAME: B &amp; F CONSTRUCTION CODE SERVICES</b>		
	TOTAL VENDOR B & F CONSTRUCTION CODE SE	720.00
<b>VENDOR NAME: BADE SUPPLY</b>		
33953	Covid-19 Prevention	73.30
	TOTAL VENDOR BADE SUPPLY	73.30
<b>VENDOR NAME: BASECAMP WEB SOLUTIONS</b>		
2871	March 2020 - February 2021 web hosting	300.00
2876	Block of 25 Hours for Web Services	1,543.75
	TOTAL VENDOR BASECAMP WEB SOLUTIONS	1,843.75
<b>VENDOR NAME: BAXTER &amp; WOODMAN INC.</b>		
0211929	2020 Resurfacing Program Project Desig	29,680.24
0211787	LMO2 Preparation	630.00
0211786	Road Resurfacing Phase 3 Construction O	521.65
	TOTAL VENDOR BAXTER & WOODMAN INC.	30,831.89
<b>VENDOR NAME: BEHM ENTERPRISES, IN</b>		
2375	Riverwoods & Half Day Valve Vault Repair	6,350.00
	TOTAL VENDOR BEHM ENTERPRISES, IN	6,350.00
<b>VENDOR NAME: BEITZEL, DANIEL</b>		
2020-6642	Reimbursement for tow fee Case#2020-6	350.00
	TOTAL VENDOR BEITZEL, DANIEL	350.00
<b>VENDOR NAME: BENISTAR</b>		
04012020	April 2020 Retiree Medical Premiums	1,023.04
	TOTAL VENDOR BENISTAR	1,023.04
<b>VENDOR NAME: BEST BUY.COM</b>		
848637	Fire TV stick - Lobby Video ScreenCloud C	49.99
	TOTAL VENDOR BEST BUY.COM	49.99
<b>VENDOR NAME: BHFX DIGITAL IMAGING</b>		
361774	Plotter Base Charge (02/01/2020 - 02/29	140.00
	TOTAL VENDOR BHFX DIGITAL IMAGING	140.00
<b>VENDOR NAME: BOLLINGER, LACH &amp; ASSOC</b>		
400-022	Crosstown Water Main Design Segment 3	7,596.26
	TOTAL VENDOR BOLLINGER, LACH & ASSOC	7,596.26
<b>VENDOR NAME: BONTA ITALIAN MARKET</b>		
040773	2019 Employee Recognition lunch	354.25
	TOTAL VENDOR BONTA ITALIAN MARKET	354.25
<b>VENDOR NAME: BROGAN'S AWARDS &amp; SPORTSWEAR</b>		
0005	Plaques for 2019 Employees (2) of the Ye	380.95
	TOTAL VENDOR BROGAN'S AWARDS & SPORTS	380.95
<b>VENDOR NAME: CALL ONE</b>		
208679	02/15/2020 Monthly Phone Bill 1208882	(375.47)
215528	03/15/20 Monthly Phone Bill 1208882	1,072.07
	TOTAL VENDOR CALL ONE	696.60
<b>VENDOR NAME: CHRISTOPHER B BURKE ENGINEERING LTD</b>		
156954	Village-Wide Drainage Study Professional	24,194.49

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<b>VENDOR NAME: CHRISTOPHER B BURKE ENGINEERING LTD</b>		
156953	South Village Green Engineering Professio	16,531.50
TOTAL VENDOR CHRISTOPHER B BURKE ENGINE		40,725.99
<b>VENDOR NAME: CINTAS CORPORATION #47P</b>		
4045908982	Weekly Uniform Rental - Public Works	108.58
9057349196	Weekly Uniform Rental - Public Works	(271.92)
4045247694	Weekly Uniform Rental - Public Works	108.58
4044614757	Weekly Uniform Rental - Public Works	108.58
4044025713	Weekly Uniform Rental - Public Works	108.58
4042098507	Weekly Uniform Rental - Public Works	108.58
4040883544	Weekly Uniform Rental - Public Works	108.58
4043324963	Weekly Uniform Rental - Public Works	108.58
4042750584	Weekly Uniform Rental - Public Works	137.16
TOTAL VENDOR CINTAS CORPORATION #47P		625.30
<b>VENDOR NAME: COMCAST CABLE</b>		
March-April 2020#	March-April_VH Internet_1 Olde Half Day	153.35
TOTAL VENDOR COMCAST CABLE		153.35
<b>VENDOR NAME: COMED</b>		
0995113016-03-2	Entry Sign @ Milwaukee Ave & OHDR 2-4	46.63
1131144094-03-2	Trailhead Park Lighting 2-3-20 to 3-3-20	26.77
3038188003-03-2	Northampton SAN. Sump Meter 2-4-20 to	24.85
3038275001-03-2	Whytegate Park 2-4-20 to 3-4-20	34.26
3168065033-03-2	Brookwood Liftstation 2-4-20 to 3-4-20	77.63
1864074001-03-2	Spring Lake Park 2-3-20 to 3-3-20	141.80
4803164127-03-2	OHDR Bike Path Lighting 2-4-20 to 3-4-2	39.76
0339014158-03-2	Riverwoods @ Everett Street Lighting 2-4	5.30
7299013001-03-2	Farrington Pumping 2-4-20 to 3-4-20	95.61
6123019023-03-2	Rate 25 Street Lighting 2-4-20 to 3-4-20	270.25
7128083006-03-2	Westwood Pumping Meter 2-3-20 to 3-3-	106.01
1475038068-03-2	Riverside Drive (2 Street Lights) 2-6-20 t	36.95
6520050011-03-2	Fallstone Pumping Meter 2-4-20 to 3-4-2	131.45
5760114015-03-2	Riverside Drive Liftstation Pumping 2-3-2	115.27
0268410000-03-2	207 Northampton Pumping 2-4-20 to 3-4	77.72
0777044014-03-2	Old Mill Liftstation 2-4-20 to 3-4-20	108.05
9047167009-03-2	Londonderry Pumping 2-3-20 to 3-3-20	212.74
1480099064-03-2	Interconnect Pumping Meter 1-31-20 to 3	25.56
TOTAL VENDOR COMED		1,576.61
<b>VENDOR NAME: CONCENTRIC INTEGRATION, LLC</b>		
0211785	SCADA Maintenance Agreement	2,425.00
0211784	SCADA Software Renewals	4,311.90
TOTAL VENDOR CONCENTRIC INTEGRATION, LL		6,736.90
<b>VENDOR NAME: CONSTELLATION NEWENERGY, INC.</b>		
16903334401	Electric Supply WSR 2-3-20 to 3-3-20	2,361.77
16916741601	Electric Supply North Park 2-4-20 to 3-4-	805.63
16903285101	Electric Supply 2-3-20 to 3-3-20	3,779.13
16922700001	Electric supply Londonderry Liftstation 2-	335.07
16922700801	Electric supply SLP 2-3-20 to 3-3-20	167.97
TOTAL VENDOR CONSTELLATION NEWENERGY, I		7,449.57
<b>VENDOR NAME: DEERFIELD VILLAGE</b>		
44055-	Dispatch Services Jul 23-Sep 30, 2019	35,577.00
44056-	Dispatch Services Oct 1-Dec 31, 2019	46,250.10
TOTAL VENDOR DEERFIELD VILLAGE		81,827.10

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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: DELTA DENTAL OF ILLINOIS</b>		
1333765	April 2020 PPO500 Vision Premimums	924.30
1333781	April 2020 PPO5000 Vision Premiums	20.60
TOTAL VENDOR DELTA DENTAL OF ILLINOIS		944.90
<b>VENDOR NAME: DOLLAR TREE</b>		
829166/044260	Table cloths for employee recognition lunc	9.00
TOTAL VENDOR DOLLAR TREE		9.00
<b>VENDOR NAME: ESRI</b>		
93797182	GIS Services - ESRI Licenses and Maint 6	3,303.56
TOTAL VENDOR ESRI		3,303.56
<b>VENDOR NAME: EXTRA SPACE STORAGE</b>		
02292020	Various Events - March 2020 Storage Fee	297.00
TOTAL VENDOR EXTRA SPACE STORAGE		297.00
<b>VENDOR NAME: FIRST CHOICE SERVICES-CHICAGO WEST</b>		
048778	Coffee, Cream & Sugar	455.16
TOTAL VENDOR FIRST CHOICE SERVICES-CHICA		455.16
<b>VENDOR NAME: FIRST COMMUNICATIONS</b>		
119179488	02 2020- T-1 Line	281.72
TOTAL VENDOR FIRST COMMUNICATIONS		281.72
<b>VENDOR NAME: FIRST MIDWEST BANK</b>		
0220	02 2020 Lockbox Service	406.90
TOTAL VENDOR FIRST MIDWEST BANK		406.90
<b>VENDOR NAME: FRONTLINE PUBLIC SAFETY SOLUTIONS</b>		
FL88782	Frontline Software renewal 5/1/20-5/1/2	958.00
TOTAL VENDOR FRONTLINE PUBLIC SAFETY SOL		958.00
<b>VENDOR NAME: GARVEY'S OFFICE PRODUCTS</b>		
PINV1883181	Counter Pen - PD	5.67
PINV1882421	Sharpie, pens, ink, folders, toner, and not	401.13
TOTAL VENDOR GARVEY'S OFFICE PRODUCTS		406.80
<b>VENDOR NAME: GEWALT HAMILTON ASSOCIATES</b>		
3794.012-6	Itep Stage 3 Design Updates 12-30-19 to	1,811.00
TOTAL VENDOR GEWALT HAMILTON ASSOCIATE		1,811.00
<b>VENDOR NAME: GLOBAL INDUSTRIAL</b>		
5684138	Waste Receptacle for Trailhead Park	608.95
TOTAL VENDOR GLOBAL INDUSTRIAL		608.95
<b>VENDOR NAME: GOVERNMENT FINANCE O</b>		
245005	Dues 3/1 to 2/28/2021 Peterson	170.00
TOTAL VENDOR GOVERNMENT FINANCE O		170.00
<b>VENDOR NAME: HIGHLAND PARK, CITY OF</b>		
009348-02-20	02/2020 Water Purchase 31739 cuft Metr	87,440.95
009297-02-20	02/2020 Water Purchase 4134 cuft Metr	11,389.17
TOTAL VENDOR HIGHLAND PARK, CITY OF		98,830.12
<b>VENDOR NAME: HOBBY LOBBY</b>		

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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: HOBBY LOBBY</b>		
8720	Frames for 2019 employee service award	16.93
112402211042	Custom frame matting for Village photo	16.00
TOTAL VENDOR HOBBY LOBBY		32.93
<b>VENDOR NAME: HODGES BADGE CO.</b>		
20007040	Grand Opening Plaque_Probat_March 202	52.00
TOTAL VENDOR HODGES BADGE CO.		52.00
<b>VENDOR NAME: HOME DEPOT CREDIT SERVICES</b>		
3010702	Drains Police Department Garage	17.56
7010251	Plastic Weld & Silicone	22.48
8010199	Village Sign Rehab	45.29
7010250	2X4's & Concrete Screws	50.92
6014837	Materials for Village Sign Rehab	21.86
9010067	Hammer, Tool Set & Chisel Kit	261.71
14518	Materials for Village Sign Rehab	49.54
6014832	Patching from Core Samples	21.05
1014383	Cleaner	15.88
2014260	Hardware for Village Signs	21.15
3360664	Mailbox Repairs	162.72
3014160	Tarp for Dirt & Stone During Door Repairs	96.98
7013731	Village Hall Lighting	54.88
4025232	New Fans for Police Department Bathroo	140.54
7013689	Lighting Materials Spring Lake Park	40.33
8013623	Park Sign Restoration	20.98
8013624	2nd New Fan for Police Department Bathr	134.00
8013581	Park Sign Restoration	22.97
8013615	Street Sign Post/Sign Repair Replace	165.73
9013514	Shop Lights, Power Strips & Allen Wrench	225.23
9013445	South Village Green Brick Paver Filler	16.90
100874	Fleet Green Paint	24.98
9013441	Mailboxes	163.76
13300	Construction Material Lumber for PW Shel	46.42
3014109-1	PD Fan Replacement Parts	31.46
971420	Tool Kit for Water Department	359.10
971419	Tools & Output Battery	475.14
1010930	Filters for North Park Furnance	9.48
11026	Mailbox Replacement Snow Plow Damage	45.67
2010771	Village Sign Rehab	55.81
2010821	North Park Lights	19.94
5014997	Village Sign Rehab	9.98
1010891	Village Hall Bench Pads - PW Door Stops	20.07
2010774	Village Sign Rehab	10.93
971421	Tool Kit for Water Department	405.00
8360653	Fleet Power Tools	528.00
9013458	Materials for Park Sign Rehab	60.12
TOTAL VENDOR HOME DEPOT CREDIT SERVICES		3,874.56
<b>VENDOR NAME: HR DIRECT</b>		
8879227	1 of 3 Posters for State/Fed Law	84.99
TOTAL VENDOR HR DIRECT		84.99
<b>VENDOR NAME: ILLINOIS SECRETARY OF STATE</b>		
A99767-2020	2020 Vehicle Registration Sq 1341 Vin/A9	151.00
TOTAL VENDOR ILLINOIS SECRETARY OF STATE		151.00
<b>VENDOR NAME: IMPACT NETWORKING, LLC</b>		
1731537	Dory and PW Base Charge 03/06/2020 -	169.00

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<b>VENDOR NAME: IMPACT NETWORKING, LLC</b>		
	TOTAL VENDOR IMPACT NETWORKING, LLC	169.00
<b>VENDOR NAME: IMRF</b>		
42788	03 2020 Member & Employer Contributio	49,034.67
	TOTAL VENDOR IMRF	49,034.67
<b>VENDOR NAME: INTERDEV, LLC</b>		
MSP1025201-1	February 2020 Interdev Service	5,518.62
MSP1025201-2	February 2020 Licnece Fees	308.00
	TOTAL VENDOR INTERDEV, LLC	5,826.62
<b>VENDOR NAME: INTERSTATE ALL BATTERY CENTER</b>		
49920852	Squad Car Batteries	391.53
74325	Sub-Station Battery	29.95
78163	Truck 254 Batteries	244.70
	TOTAL VENDOR INTERSTATE ALL BATTERY CENT	666.18
<b>VENDOR NAME: INT'L SOCIETY OF ARBORICULTURE</b>		
03062020	Audio Study Guide for Arborist Certificatio	54.91
	TOTAL VENDOR INT'L SOCIETY OF ARBORICULT	54.91
<b>VENDOR NAME: IRC RETAIL CENTERS</b>		
03_2020	CAM Estmiated Escrow Lease t0000888_	3,087.34
	TOTAL VENDOR IRC RETAIL CENTERS	3,087.34
<b>VENDOR NAME: JERSEY CAPE DIAGNOSTIC</b>		
1695	2020 Season Tags Spring Lake Beach (50	252.00
	TOTAL VENDOR JERSEY CAPE DIAGNOSTIC	252.00
<b>VENDOR NAME: KIESLER POLICE SUPPLY, INC.</b>		
IN129268	Three replacement Glock 17 9mm handg	1,101.00
	TOTAL VENDOR KIESLER POLICE SUPPLY, INC.	1,101.00
<b>VENDOR NAME: KLUBER ARCHITECTS + ENGINEERS</b>		
7141	Village Hall Emergency Generator Study	5,062.50
7140	Bid Doc. Prep. for Village Hall Security, FI	4,243.75
	TOTAL VENDOR KLUBER ARCHITECTS + ENGINE	9,306.25
<b>VENDOR NAME: LAKE COUNTY DIV OF TRANSPORATION</b>		
430027848	1st Quarter Traffic Signal Maintenance	1,247.53
	TOTAL VENDOR LAKE COUNTY DIV OF TRANSPO	1,247.53
<b>VENDOR NAME: LAKE COUNTY PUBLIC WORKS</b>		
P18-0069SW 2	Swr Cnt at 15-13-101-017, Res, 23526 O	250.00
LCPW-2-28-20	Sanitary sewer treatment bill dates 1-16-	110,486.40
	TOTAL VENDOR LAKE COUNTY PUBLIC WORKS	110,736.40
<b>VENDOR NAME: LALUZERNE &amp; SMITH, LTD.</b>		
February 2020	Feb 2020 Legal Services	2,846.25
	TOTAL VENDOR LALUZERNE & SMITH, LTD.	2,846.25
<b>VENDOR NAME: LASERPOINT AWARDS &amp; PROMOTIONS INC.</b>		
48213	Officer of the Year Award	146.50
	TOTAL VENDOR LASERPOINT AWARDS & PROMO	146.50

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
 INVOICE DUE DATES 03/10/2020 - 03/30/2020  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: LEXISNEXIS RISK SOLUTIONS</b>		
1217074-2020022	Feb. 2020 Internet, Phone & Computer S	80.25
TOTAL VENDOR LEXISNEXIS RISK SOLUTIONS		80.25
<b>VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD</b>		
10730	Plan Review_505 Schelter Rd_Kubota Rac	390.00
10731	Plan Review_1 Overlook Pt Suite 530_Sel	330.00
10732	Plan Review_1 Overlook Pt_5th floor com	330.00
10736	Plan Review_10 Marriott Dr_P20-0011FS	330.00
10737	Plan Review_505 Bond St_Pear Tree Cate	890.00
10738	Plan Review_575 Bond Street_Ravinia Plu	330.00
10739	Plan Review_200 Parkway_Extra Space St	462.00
10740	Plan Review_1207 Riverwoods Rd_AOLGO	330.00
10742	Plan Review_505 Milwaukee_Courtyard b	330.00
10741	Plan Review_505 Bond Street_Pear Tree	462.00
TOTAL VENDOR LINCOLNSHIRE RIVERWOODS F		4,184.00
<b>VENDOR NAME: LINCOLNSHIRE VILLAGE-PETTY CASH</b>		
03302020	03/30/20 Petty Cash Reimbursements	222.27
TOTAL VENDOR LINCOLNSHIRE VILLAGE-PETTY		222.27
<b>VENDOR NAME: MADISON NATIONAL LIFE INS CO, INC.</b>		
1386679	04 2020 Life Insurance Premiums	1,399.20
TOTAL VENDOR MADISON NATIONAL LIFE INS C		1,399.20
<b>VENDOR NAME: MANKOFF INDUSTRIES</b>		
5163	March UST Inspections	400.00
TOTAL VENDOR MANKOFF INDUSTRIES		400.00
<b>VENDOR NAME: MARGARET MARTUSZEWSKI</b>		
B17-0011EP	BD Bond Refund_Eng Bond_44 Cumberla	5,000.00
TOTAL VENDOR MARGARET MARTUSZEWSKI		5,000.00
<b>VENDOR NAME: MARSH</b>		
346973650909	Public Official Bond- Mastandrea 5/1/202	100.00
TOTAL VENDOR MARSH		100.00
<b>VENDOR NAME: MATT SETTLER</b>		
03/06/2020	Special Event Consulting Services: 2/10..	280.00
TOTAL VENDOR MATT SETTLER		280.00
<b>VENDOR NAME: MICHAEL MERANDA JR.</b>		
201303	3/9/20 RVB/COW Mtg. & 3/10/20 ZB Mtg	240.00
TOTAL VENDOR MICHAEL MERANDA JR.		240.00
<b>VENDOR NAME: MID AMERICAN WATER OF WAUCONDA INC.</b>		
226956W	Materials for Riverwoods/Half Day Valve V	905.61
226956W-1	Deep Well Socket Set	132.30
TOTAL VENDOR MID AMERICAN WATER OF WAU		1,037.91
<b>VENDOR NAME: MOTOROLA SOLUTIONS - STARCOM21</b>		
4806520200203	Mar 2020 Starcom Monthly Use Rate	952.00
TOTAL VENDOR MOTOROLA SOLUTIONS - STARC		952.00
<b>VENDOR NAME: NAPA AUTO PARTS</b>		
034972	Chipper Engine Oil	56.28

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: NAPA AUTO PARTS</b>		
	TOTAL VENDOR NAPA AUTO PARTS	56.28
<b>VENDOR NAME: NATIONAL EVERYTHING WHOLESALE</b>		
34246	Upright Hand Sanitizer Stand (Village Hall	309.02
	TOTAL VENDOR NATIONAL EVERYTHING WHOLE	309.02
<b>VENDOR NAME: NORTH SHORE GAS</b>		
606253075-01-03-	Well #3 Gas Service 2-11-20 to 3-10-20	155.13
604290016-01-03-	Old Mill Liftstation 2-12-20 to 3-11-20	33.97
604290016-02-03-	Westwood Liftstation 2-11-20 to 3-10-20	35.72
603028481-01-03-	NP Maint. Bldg Gas Service 2-11-20 to 3-	126.04
604290016-05-03-	207A Northampton 2-11-20 to 3-10-20	34.32
603028481-02-03-	NP Concession Gas Service 2-11-20 to 3-	102.28
604290016-03-03-	Farrington Liftstation 2-11-20 to 3-10-20	32.64
604290016-04-03-	Fallstone Liftstation 2-11-20 to 3-10-20	34.32
606017125-01-03-	24400 Riverwoods 2-11-20 to 3-10-20	35.72
	TOTAL VENDOR NORTH SHORE GAS	590.14
<b>VENDOR NAME: NORTH SUBURBAN EMPLOYEE BENEFIT COO</b>		
2020-02	February 2020 Medical Insurance Premiu	77,221.79
0320D	March 2020 Dental Premiums	6,821.00
	TOTAL VENDOR NORTH SUBURBAN EMPLOYEE B	84,042.79
<b>VENDOR NAME: NORTHERN ILLINOIS UNIVERSITY</b>		
11033	Intern Supervisor Luncheon	25.00
	TOTAL VENDOR NORTHERN ILLINOIS UNIVERSI	25.00
<b>VENDOR NAME: NORTHWESTERN UNIVERSITY</b>		
26993	Hyde Staff & Command Graduation Jan. 1	44.00
	TOTAL VENDOR NORTHWESTERN UNIVERSITY	44.00
<b>VENDOR NAME: O'HERRON CO INC</b>		
2013851-IN	Uniform Shirt & Nametag - Muhammad	51.74
	TOTAL VENDOR O'HERRON CO INC	51.74
<b>VENDOR NAME: PADDOCK PUBLICATIONS, INC.</b>		
44623	Whytegate Tennis Court Bid Notice	105.00
43183	Zoning Board Legal Notice_March 10, 202	58.50
43694	ZB Legal Notice_03/10/2020_Text Amend	60.00
	TOTAL VENDOR PADDOCK PUBLICATIONS, INC.	223.50
<b>VENDOR NAME: PAYLOCITY</b>		
106240558	03/13/2020 Pay Services	224.31
106297590	03/27/20 Pay Services	676.32
	TOTAL VENDOR PAYLOCITY	900.63
<b>VENDOR NAME: PBA, INC./FLEXIBLE BENEFITS</b>		
131148	March 2020 Flex Fees	200.00
	TOTAL VENDOR PBA, INC./FLEXIBLE BENEFITS	200.00
<b>VENDOR NAME: PIONEER MANUFACTURING CO</b>		
751674	Fencing North Park Baseball - LSA Will Rei	5,175.00
	TOTAL VENDOR PIONEER MANUFACTURING CO	5,175.00
<b>VENDOR NAME: PLATINUM SNOW REMOVAL</b>		
330	Snow Removal Contract South Village Gre	1,722.00

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: PLATINUM SNOW REMOVAL</b>		
	TOTAL VENDOR PLATINUM SNOW REMOVAL	1,722.00
<b>VENDOR NAME: QUICKET SOLUTIONS, INC</b>		
538	2020 Annual Subscription E-Citation Soft	9,844.05
	TOTAL VENDOR QUICKET SOLUTIONS, INC	9,844.05
<b>VENDOR NAME: REINDERS, INC.</b>		
1819927-00	North Park Zero Mower Parts	154.73
2819356-00	Toro PM Filters	503.61
	TOTAL VENDOR REINDERS, INC.	658.34
<b>VENDOR NAME: RYDIN DECAL</b>		
367242	2020-2021 Amusement Device Licenses	176.42
	TOTAL VENDOR RYDIN DECAL	176.42
<b>VENDOR NAME: SAFETY KLEEN CORP.</b>		
82379512	Parts Washer Service	390.07
	TOTAL VENDOR SAFETY KLEEN CORP.	390.07
<b>VENDOR NAME: SAM'S CLUB</b>		
9090	Terry Hawkins retirement cake, cookies,	64.81
	TOTAL VENDOR SAM'S CLUB	64.81
<b>VENDOR NAME: SANDBAGGER CORP, THE</b>		
3950	Sand Bags for flooding	999.00
	TOTAL VENDOR SANDBAGGER CORP, THE	999.00
<b>VENDOR NAME: SCREENCLOUD</b>		
133558	Annual Studio Subscription	190.00
	TOTAL VENDOR SCREENCLOUD	190.00
<b>VENDOR NAME: TGF ENTERPRISES INC.</b>		
7	Natural Areas Prescribed Burn @ North Pa	6,240.00
	TOTAL VENDOR TGF ENTERPRISES INC.	6,240.00
<b>VENDOR NAME: THE STEVENS GROUP</b>		
0857772	Spring 2020 Newsletter & Flood Insert (\$	3,200.00
	TOTAL VENDOR THE STEVENS GROUP	3,200.00
<b>VENDOR NAME: TRAVELERS</b>		
571619again	Allison Yole case	2,137.20
02282020	Partial deductible Allison Youle vs Lincolns	1,969.63
	TOTAL VENDOR TRAVELERS	4,106.83
<b>VENDOR NAME: UPS STORE</b>		
830405887888926	E. Rice thank you gift mailing	26.49
	TOTAL VENDOR UPS STORE	26.49
<b>VENDOR NAME: VENGAGE, INC.</b>		
92146365-0001	Yearly subscscription of Infographics	95.00
	TOTAL VENDOR VENGAGE, INC.	95.00
<b>VENDOR NAME: VERIZON WIRELESS</b>		
9849498254	02 2020 Cell Phone Svc	1,297.24
9849498255	02 2020 Squad Laptops	560.16
9850342828	02/13 - 03/12/2020 SCADA Data Plan Uti	237.28

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: VERIZON WIRELESS</b>		
	TOTAL VENDOR VERIZON WIRELESS	2,094.68
<b>VENDOR NAME: VERMEER- ILLINOIS, I</b>		
155140	Chipper PM Parts/Filters	99.39
155428	Chipper Dust Valve	18.81
	TOTAL VENDOR VERMEER- ILLINOIS, I	118.20
<b>VENDOR NAME: XEROX CORPORATION</b>		
099626275	Meme Base Charge & Metered Usage (01/	42.43
099626273	Nemo Base Charge (01/21/20-02/21/20)	57.00
099626274	Police Base Charge (01/21/20-02/21/20)	85.00
	TOTAL VENDOR XEROX CORPORATION	184.43
<b>VENDOR NAME: XYLEM DEWATERING SOL</b>		
400994071	4" & 6" Pump PM Filters	316.12
	TOTAL VENDOR XYLEM DEWATERING SOL	316.12
<b>GRAND TOTAL:</b>		<b>663,262.79</b>



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

**AGENDA ITEM 4.2**

**BILLS PRESENTED FOR PAYMENT  
04/13/2020**

<b>General Fund</b>	<b>\$</b>	<b>58,275.03</b>
<b>Water &amp; Sewer Fund</b>	<b>\$</b>	<b>7,300.44</b>
<b>Motor Fuel Tax</b>		
<b>Water &amp; Sewer Improvement Fund</b>	<b>\$</b>	<b>13,362.40</b>
<b>Fraud, Alcohol, Drug Enforcement</b>		
<b>Vehicle Maintenance Fund</b>	<b>\$</b>	<b>5,189.47</b>
<b>Park Development Fund</b>		
<b>Sedgebrook SSA</b>		
<b>General Capital Fund</b>	<b>\$</b>	<b>30,525.95</b>
<b>Grand Total</b>	<b>\$</b>	<b>114,653.29</b>

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Brad Burke, Village Manager

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
INVOICE DUE DATES 03/31/2020 - 04/13/2020  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: ACCURATE DOCUMENT DESTRUCTION</b>		
5383428	3/19/20 Document Destruction	139.11
TOTAL VENDOR ACCURATE DOCUMENT DESTRU		139.11
<b>VENDOR NAME: ADVANCED BUSINESS GR</b>		
00022469	March 2020 site-to-site VPN	125.00
TOTAL VENDOR ADVANCED BUSINESS GR		125.00
<b>VENDOR NAME: AEREX PEST CONTROL SERVICES, INC.</b>		
2324004	Pest Control Services - Village Hall (April)	55.00
2324005	Pest Control Services - Public Works (Apri	55.00
TOTAL VENDOR AEREX PEST CONTROL SERVICE		110.00
<b>VENDOR NAME: ALTORFER INDUSTRIES, INC.</b>		
PM600288389	Londonderry Generator Set PM & Load Te	1,202.00
PM600288368	Birch Lake Generator Set PM & Load Test	1,202.00
PM600288390	Estates Generator Set PM & Load Test	1,092.00
PM600288391	Village Hall Generator Set PM & Load Test	1,202.00
PM600288369	Londonderry Genertator Set ATS Transfer	90.00
TOTAL VENDOR ALTORFER INDUSTRIES, INC.		4,788.00
<b>VENDOR NAME: AMERICAN PRINTING TECHNOLOGIES</b>		
20-LS04-P	04 2020 UB Postage	946.48
20-LS04	04 2020 UB Print Service	465.00
TOTAL VENDOR AMERICAN PRINTING TECHNOL		1,411.48
<b>VENDOR NAME: AYRES ASSOCIATES</b>		
185732	GIS Orthophotography Map Updates	3,983.40
TOTAL VENDOR AYRES ASSOCIATES		3,983.40
<b>VENDOR NAME: AZAVAR</b>		
149720	Cable Audit Services 1 of 1	2,766.11
TOTAL VENDOR AZAVAR		2,766.11
<b>VENDOR NAME: B &amp; F CONSTRUCTION CODE SERVICES</b>		
12543	March 2020 Inspections_B&F Constructio	2,570.00
53402	Plan Review_505 Milwaukee_Courtyard M	2,283.70
TOTAL VENDOR B & F CONSTRUCTION CODE SE		4,853.70
<b>VENDOR NAME: BADE SUPPLY</b>		
34987	Liquid Bleach - COVID 19	30.40
TOTAL VENDOR BADE SUPPLY		30.40
<b>VENDOR NAME: BADGER METER</b>		
80050921	Water Meter Reading - March 2020	166.68
TOTAL VENDOR BADGER METER		166.68
<b>VENDOR NAME: BANNER PLUMBING SUPPLY COMPANY</b>		
2611993	R & R Supplies - Stop Repair Kit	22.80
TOTAL VENDOR BANNER PLUMBING SUPPLY CO		22.80
<b>VENDOR NAME: BAXTER &amp; WOODMAN INC.</b>		
0212376	2020 Street & Parking Lot Resurfacing De	22,234.45
TOTAL VENDOR BAXTER & WOODMAN INC.		22,234.45
<b>VENDOR NAME: CHRISTOPHER B BURKE ENGINEERING LTD</b>		

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: CHRISTOPHER B BURKE ENGINEERING LTD</b>		
157523	Village Wide Drainage Study Professional	7,417.00
157524	South Village Green Pavement Rehabilitat	282.50
TOTAL VENDOR CHRISTOPHER B BURKE ENGINE		7,699.50
<b>VENDOR NAME: CINTAS CORPORATION #47P</b>		
4046532078	Weekly Uniform Rental - Public Works	108.58
TOTAL VENDOR CINTAS CORPORATION #47P		108.58
<b>VENDOR NAME: CLARKE AQUATIC SERVICES</b>		
000005724	Pond Start-Up/Maintenance - Northampto	1,812.00
000005722	Aquatic weed control - Pond/Swale Maint	3,923.00
000005725	Aquatic weed control - Pond/Swale Maint	1,824.00
000005721	Aquatic weed control - Pond/Swale Maint	1,779.00
000005723	Aquatic weed control - Pond/Swale Maint	620.00
TOTAL VENDOR CLARKE AQUATIC SERVICES		9,958.00
<b>VENDOR NAME: COMCAST CABLE</b>		
March_Apr 20_011	March_April 20_101 Westminster_SCADA	108.35
March_April _0211	March April 2020_PW Internet_205 Schel	153.35
98043996	April 2020 Ethernet_101 Westminster Wa	218.02
Mar_20_0002374	March_April 2020 VH Cable Box_1 Olde H	14.78
TOTAL VENDOR COMCAST CABLE		494.50
<b>VENDOR NAME: COMED</b>		
3427049011-03-2	Rate 23 Street Lighting 2-24-20 to 3-24-	977.74
TOTAL VENDOR COMED		977.74
<b>VENDOR NAME: CONCENTRIC INTEGRATION, LLC</b>		
0212375	ESR SCADA Comm. Issues & Electrical Iss	1,398.31
0212374	ESR SCADA Comm. Issues Cellular Failur	220.00
TOTAL VENDOR CONCENTRIC INTEGRATION, LL		1,618.31
<b>VENDOR NAME: DUSTCATCHERS &amp; A LOGO MAT INC</b>		
71243	Floor Mat Rental - Village Hall	14.00
71244	Floor Mat Rental - Public Works	59.50
71716	Floor Mat Rental - Village Hall	14.00
71715	Floor Mat Rental - Public Works	59.50
72150	Floor Mat Rental - Village Hall	14.00
72151	Floor Mat Rental - Public Works	59.50
TOTAL VENDOR DUSTCATCHERS & A LOGO MAT		220.50
<b>VENDOR NAME: EASTERN ILLINOIS UNI</b>		
2020 21	Annual IMTA Membership- Peterson	80.00
TOTAL VENDOR EASTERN ILLINOIS UNI		80.00
<b>VENDOR NAME: ECO CLEAN MAINTENANCE, INC.</b>		
86223	Janitorial Services 3-1-20 to 3-31-20 & Q	3,905.00
TOTAL VENDOR ECO CLEAN MAINTENANCE, INC.		3,905.00
<b>VENDOR NAME: EVIDENT, INC.</b>		
156003A	Tyvek Coveralls	539.55
156003B	Antimicrobial Wipes	17.00
TOTAL VENDOR EVIDENT, INC.		556.55
<b>VENDOR NAME: GARVEY'S OFFICE PRODUCTS</b>		
PINV1898388	Envelopes, folders, pens, sticky notes	116.74

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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: GARVEY'S OFFICE PRODUCTS</b>		
	TOTAL VENDOR GARVEY'S OFFICE PRODUCTS	116.74
<b>VENDOR NAME: GEWALT HAMILTON ASSOCIATES</b>		
3694.012-7	ITEP Stage 3 Design	592.00
	TOTAL VENDOR GEWALT HAMILTON ASSOCIATE	592.00
<b>VENDOR NAME: GREEN ACRES LANDSCAPING</b>		
2020-5730	Landscape Maintenance - Hiking/Recreati	990.00
2020-5726	Landscape Maintenance - Hiking/Recreati	650.00
2020-5727	Landscape Maintenance - Hiking/Recreati	650.00
	TOTAL VENDOR GREEN ACRES LANDSCAPING	2,290.00
<b>VENDOR NAME: IAFCI</b>		
4241220	2020 Membership Inter. Assoc. of Financi	80.00
	TOTAL VENDOR IAFCI	80.00
<b>VENDOR NAME: IMPACT NETWORKING, LLC</b>		
1759420	Dory and PW Base Charge 04/06 - 05/05/	169.00
	TOTAL VENDOR IMPACT NETWORKING, LLC	169.00
<b>VENDOR NAME: INTERDEV, LLC</b>		
MSP1025547	March 2020 Monthly Service	5,518.62
MSP1025547-1	March 2020 License Fees	308.00
	TOTAL VENDOR INTERDEV, LLC	5,826.62
<b>VENDOR NAME: INVOICE CLOUD</b>		
1185-2020_3	04 2020 Paperless Utility Bills	58.50
	TOTAL VENDOR INVOICE CLOUD	58.50
<b>VENDOR NAME: IRC RETAIL CENTERS</b>		
04_2020	CAM Estimated Escrow Lease t00000888_	3,087.34
	TOTAL VENDOR IRC RETAIL CENTERS	3,087.34
<b>VENDOR NAME: LALUZERNE &amp; SMITH, LTD.</b>		
March 2020	Legal Services March 2020	3,018.75
	TOTAL VENDOR LALUZERNE & SMITH, LTD.	3,018.75
<b>VENDOR NAME: LEXISNEXIS RISK SOLUTIONS</b>		
1217074-2020033	03/20 Phone, Internet and Computer sea	100.50
	TOTAL VENDOR LEXISNEXIS RISK SOLUTIONS	100.50
<b>VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD</b>		
10468	Plan Review_2019_Arts Festival_300 Villa	60.00
10747	Plan Review_231 Olde Half Day_Med Offic	890.00
10748	Plan Review_300 Village Green_Move Pila	330.00
10749	Plan Review_1 Overlook Point #550_Amp	330.00
10750	Plan Review_325 Marrriot Dr_Probat Paint	330.00
10746	Plan Review_325 Marriott_Probat Racking	330.00
	TOTAL VENDOR LINCOLNSHIRE RIVERWOODS F	2,270.00
<b>VENDOR NAME: LINCOLNSHIRE VILLAGE-PETTY CASH</b>		
04132020	04/13/20 Petty Cash Reimbursements	93.63
	TOTAL VENDOR LINCOLNSHIRE VILLAGE-PETTY	93.63
<b>VENDOR NAME: LTS MANAGED TECHNICAL SERVICES</b>		
Refund B19-005EP	BD Bond Refund_Fiber Optic_22941 Prairi	160.00

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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: LTS MANAGED TECHNICAL SERVICES</b>		
	TOTAL VENDOR LTS MANAGED TECHNICAL SERV	160.00
<b>VENDOR NAME: MARSH</b>		
346972836098	Public Officials Bond- Mayor Brandt	100.00
346971005738	Public Officials Bond- Pantelis	100.00
346977053618	Public Officials Bond- Raizin	100.00
	TOTAL VENDOR MARSH	300.00
<b>VENDOR NAME: MATT SETTLER</b>		
03272020	Special Event Consulting Services 03/6/2	160.00
	TOTAL VENDOR MATT SETTLER	160.00
<b>VENDOR NAME: MUNICIPAL GIS PARTNERS, INC.</b>		
5112	GIS staffing and services - March 2020	5,220.00
	TOTAL VENDOR MUNICIPAL GIS PARTNERS, INC.	5,220.00
<b>VENDOR NAME: NORTH SUBURBAN EMPLOYEE BENEFIT COO</b>		
0420D	March 2020 dental premiums	6,881.00
	TOTAL VENDOR NORTH SUBURBAN EMPLOYEE B	6,881.00
<b>VENDOR NAME: O'HERRON CO INC</b>		
2018515-IN	Uniform Pants - Bethel	145.94
	TOTAL VENDOR O'HERRON CO INC	145.94
<b>VENDOR NAME: PADDOCK PUBLICATIONS, INC.</b>		
235135	Daily Herald Subscription 3/22-6/13/20	47.20
	TOTAL VENDOR PADDOCK PUBLICATIONS, INC.	47.20
<b>VENDOR NAME: PAYLOCITY</b>		
106357207	04/10/20 Pay Services	211.33
	TOTAL VENDOR PAYLOCITY	211.33
<b>VENDOR NAME: PBA, INC./FLEXIBLE BENEFITS</b>		
131170	April Flex record keeping	200.00
	TOTAL VENDOR PBA, INC./FLEXIBLE BENEFITS	200.00
<b>VENDOR NAME: RJN GROUP INC.</b>		
355101	2020 Sanitary Sewer Rehabilitation Engin	13,362.40
	TOTAL VENDOR RJN GROUP INC.	13,362.40
<b>VENDOR NAME: TRAVELERS</b>		
575991	Deductible Youle: false arrest case	976.20
	TOTAL VENDOR TRAVELERS	976.20
<b>VENDOR NAME: VERIZON WIRELESS</b>		
9851598479	03 2020 Cell Phone Svc	2,269.56
9851598480	03 2020 Squad Laptops	560.16
	TOTAL VENDOR VERIZON WIRELESS	2,829.72
<b>VENDOR NAME: XEROX CORPORATION</b>		
099901764	Meme Base Charge & Metered Usage (02/	64.61
099901763	Police Base Charge (02/21/20 - 03/21/20	85.00
099901762	Nemo Base Charge (02/21/20 - 03/21/20	57.00
	TOTAL VENDOR XEROX CORPORATION	206.61

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INVOICE NUMBER	DESCRIPTION	AMOUNT
GRAND TOTAL:		114,653.29



# VILLAGE OF LINCOLNSHIRE

## MINUTES REGULAR VILLAGE BOARD MEETING March 9, 2020

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  
Planning & Development Manager Zozulya

Assistant Public Works Director/Village  
Engineer Dittrich  
Management Analyst Facchini

### 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 - None

3.2 Village Clerk's Report - None

3.3 Village Treasurer's Report

#### 3.31 Revenues and Expenditures for the Month of February, 2020

Village Treasurer/Finance Director Peterson noted the Revenue and Expenditure Summary is included in the Board packet; and all revenues and expenditures have been properly recorded for the month of February 2020.

3.4 Village Manager's Report - None

### 4.0 PAYMENT OF BILLS

4.1 **Bills Presented for Payment on March 9, 2020 in the amount of \$780,669.59**

Village Treasurer/Finance Director Peterson provided a summary of the March 9, 2020 bills prelist presented for payment with the total being \$780,669.59. The total amount is based on \$534,000 for General Fund; \$116,000 for Water & Sewer Fund; \$14,100 for Vehicle Maintenance Fund; \$51,500 for Park Development Fund; and \$64,900 for General Capital Fund.

Village Treasurer/Finance Director Peterson noted Pulte Homes recapture fees are included in the General Operating Fund in the amount of \$392,375 which were received and paid out.

Trustee Grujanac moved and Trustee Leider seconded the motion to approve the bills prelist dated March 9, 2020 as presented. The roll call vote was as follows:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Mayor Brandt declared the motion carried.

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

**6.0 CONSENT AGENDA**

- 6.1 Approval of February 24, 2020 Regular Village Board Meeting Minutes**
- 6.2 Approval of February 24, 2020 Committee of the Whole Meeting Minutes**
- 6.3 Approval of Resolution Reallocating 2020 Lake County Private Activity Bond Clearinghouse Cap to the Village of Buffalo Grove, Illinois in the Amount of \$832,125 (Village of Lincolnshire)**
- 6.4 Approval of a Resolution Authorizing Publication of the 2020 Official Zoning District Map (Village of Lincolnshire)**
- 6.5 Approval of an Ordinance Making Appropriations to Defray all Necessary Expenses and Liabilities of the Village of Lincolnshire, Lake County, Illinois for Fiscal Year 2020 (Village of Lincolnshire)**
- 6.6 Approval of a Professional Services Contract with RJN Group, Inc. for Design Engineering Services for the 2020 Sanitary Sewer System Analysis and Engineering Project at a cost not to Exceed \$99,785 (Village of Lincolnshire)**
- 6.7 Approval of a Supplement to an Existing Professional Service Agreement with Kluber Architects & Engineers in the Amount of \$5,775 for Flooring, Tuckpointing, and Security Improvements Design, Bidding, and Construction Administration Services (Village of Lincolnshire)**
- 6.8 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)**

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

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

Mayor Brandt declared the motion carried.

## **7.0 ITEMS OF GENERAL BUSINESS**

### **7.1 Planning, Zoning & Land Use**

#### **7.11 Consideration of Approval of an Ordinance Approving a Major Amendment to a Special Use for a Planned Unit Development with Sign Code Exceptions and Approving the Preliminary Development Plan for a Large Full-Service 24/7 Recreation, Health and Fitness Facility (90, 98, and 100 Half Day Road – The St. James Private and Public Recreation Facility)**

Planning & Development Manager Zozulya provided an update and summary of an Ordinance approving a Major Amendment to a Special Use for a Planned Unit Development with sign code exceptions and approving the Preliminary Development Plan for a large full-service 24/7 recreation, health and fitness facility (90, 98, and 100 Half Day Road – The St. James Private and Public Recreation Facility). Staff recommends approval of the ordinance with a condition regarding the preferred standing seam metal roof color option.

Mr. Michael Kerin, Director of Real Estate Development for The St. James, thanked the Village Board and staff for considering the petition and stated his team would provide a presentation to address all feedback received from the Board at the February 24 Committee of the Whole Public Hearing.

Mr. Andrew Jacobs, representing The St. James provided a presentation highlighting three color options for the field house roof.

Village Manager Burke asked how much distance was between the height of the interior clearance of the field house and the roof height. Mr. Jacobs stated the overall height of the building is just under 75 feet, there are two large trusses that stick down and are 16 feet tall giving a 65 foot clearance required between the hash marks for the interior playing field.

Trustee Pantelis asked what color the roof is at the Springfield, Virginia location. Mr. Kerin stated the roof color at the Springfield, Virginia location is closest to the cityscape color noting the Springfield, Virginia location has a different configuration in terms of structure of the building. Mr. Kerin noted the Springfield, Virginia building is an all metal panel building, and the proposed structure in Lincolnshire has two different materials.

Trustee Leider asked if it was Mr. Kerin's professional opinion that the white roof color proposed would look best. Mr. Kerin confirmed the white was the color he thought would look best. Trustee Harms Muth stated she preferred the cityscape color for the roof but would be open to approving the white color for energy efficiency reasons. Trustees Raizin, Hancock, Grujanac, and Leider were all in favor of the white roof color.

Mr. Jacobs continued with the presentation regarding sustainability and current strategies.

Mr. Kerin provided information regarding proposed electrical vehicle charging units which are currently not permitted in Lincolnshire and proposed solar panels for the roof of the proposed ice and court houses. Mr. Kerin noted the best option regarding implementation of the solar panels would be to find a power provider and enter into a power purchase agreement. They are currently in discussions with potential providers to analyze the structure and feasibility of implementing a power purchase agreement. Village Attorney Simon noted staff is currently working to address electrical vehicle charging units in the code.

Mr. Kerin closed the presentation by thanking the Mayor, Village Board, and staff. Mr. Kerin asked the Village Board for approval of an Ordinance Approving a Major Amendment to a Special Use for a Planned Unit Development with Sign Code Exceptions and Approving the Preliminary Development Plan for a Large Full-Service 24/7 Recreation, Health and Fitness Facility (90, 98, and 100 Half Day Road – The St. James Private and Public Recreation Facility).

Trustee Harms Muth asked what the status was for a potential discount for Lincolnshire residents. Mr. Kerin stated this was addressed in the letter that was sent to the Board, noting it is not something The St. James can promise at this time. Mr. Kerin noted they have reached out to Stevenson High School to find out what their needs are and to see if they can partner with the school. Trustee Harms Muth stated she read the letter and asked Mr. Kerin to elaborate on the resident discount since she believes it is an important issue. Mr. Kerin stated resident discounts are not a model they can roll out in their business plan and work into their operating procedures.

Mayor Brandt asked if The St. James would be incorporating the Lincolnshire name on their signs. Mr. Kerin stated it is not currently part of their branding package.

Trustee Leider asked if The St. James is confident they will not have a financing issue in rolling out this \$100 million project. Mr. Kerin stated based on everything he knows, the answer is yes.

Trustee Hancock noted the Board has received a high level understanding of the economic impact from The St. James. Village Attorney Simon stated the packet that was posted online from the Village provides high level estimates about tax impacts for the community.

Trustee Grujanac moved and Trustee Leider seconded the motion to approve an Ordinance approving a Major Amendment to a Special Use for a Planned Unit Development with Sign Code Exceptions and approving the Preliminary Development Plan for a Large Full-Service 24/7 Recreation, Health and Fitness Facility with the Shasta white roof color (90, 98, and 100 Half Day Road – The St. James Private and Public Recreation Facility). The roll call vote was as follows:

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

Mayor Brandt declared the motion carried.

7.2 Finance and Administration

7.3 Public Works

**7.31 Consideration of Approval of Grant Application for Surface Transportation Program Funds for Barclay Boulevard Pavement Rehabilitation Project (Village of Lincolnshire)**

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a grant application for surface transportation program funds for Barclay Boulevard pavement rehabilitation project. Assistant Public Works Director/Village Engineer Dittrich noted Barclay Boulevard is the only roadway eligible to receive federal funding and staff recommends approval of the grant application.

Trustee Grujanac moved and Trustee Leider seconded the motion to approve Grant Application for Surface Transportation Program Funds for Barclay Boulevard Pavement Rehabilitation Project. The roll call vote was as follows:

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

Mayor Brandt declared the motion carried.

**7.32 Consideration and Approval of an Intergovernmental Agreement between the Lake County Stormwater Management Commission and the Village of Lincolnshire for the 2018 IDNR-OWR Flood Mitigation Program (Village of Lincolnshire)**

Assistant Public Works Director/Village Engineer Dittrich provided background and a summary of an Intergovernmental Agreement between the Lake County Stormwater Management Commission (SMC) and the Village of Lincolnshire for the 2018 IDNR-OWR Flood Mitigation Program. As a result of the July 2017 flood, two properties in the Village that met the criteria for being considered repetitive loss structures. The IDNR-OWR, in conjunction with Lake County SMC, will acquire two properties in Lincolnshire along the Des Plaines River and restore them to their natural state.

Trustee Grujanac moved and Trustee Leider seconded the motion to approve an Intergovernmental Agreement between the Lake County Stormwater Management Commission and the Village of Lincolnshire for the 2018 IDNR-OWR Flood Mitigation Program. The roll call vote was as follows:

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

Mayor Brandt declared the motion carried.

- 7.4 Police
- 7.5 Parks and Recreation
- 7.6 Judiciary and Personnel

## **8.0 REPORTS OF SPECIAL COMMITTEES**

## **9.0 UNFINISHED BUSINESS**

## **10.0 NEW BUSINESS**

## **11.0 EXECUTIVE SESSION**

## **12.0 ADJOURNMENT**

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to adjourn. The voice vote was unanimous and Mayor Brand declared the meeting adjourned at 7:36 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk



# VILLAGE OF LINCOLNSHIRE

## MINUTES COMMITTEE OF THE WHOLE MEETING March 9, 2020

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  
Planning & Development Manager Zozulya

Assistant Public Works Director/Village  
Engineer Dittrich  
Management Analyst Facchini

### 1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:38 p.m., and Village Clerk Mastandrea called the Roll.

### 2.0 ITEMS OF GENERAL BUSINESS

#### 2.1 Planning, Zoning and Land Use

#### **2.11 Preliminary Evaluation of Text Amendments to Title 6 (Zoning), Chapter 3 (General Zoning Regulations) of the Lincolnshire Village Code Pertaining to Outdoor Lighting Restrictions for Single-Family Residential Properties (Village of Lincolnshire)**

Planning & Development Manager Zozulya provided background information regarding the evaluation of Text Amendments to Title 6 (Zoning), Chapter 3 (General Zoning Regulations) of the Lincolnshire Village Code pertaining to outdoor lighting restrictions for single-family residential properties. Earlier this year, Village Board members and staff received complaints about a single-family house on Portshire Drive which has unshielded light fixtures producing glare into surrounding homes. Staff also received concerns and inquiries about the height and directionality of outdoor lighting associated with personal recreational facilities (e.g., tennis courts, basketball courts) on single-family lots. Given concerns raised, staff proposes establishing new regulations for single-family residential properties that would be relatively easy to enforce and for residents to maintain compliance. Staff seeks the Village Board's direction regarding outdoor lighting restrictions.

Trustee Leider asked how staff balances what they are proposing compared to landscape lighting. Planning & Development Manager Zozulya stated staff was planning to address landscape lighting in the

proposed code changes since it tends to be low, accent style lighting. Village Manager Burke noted that some other municipalities limit the number of exterior lights so that may be worth having the Zoning Board explore. Trustee Leider suggested researching what surrounding municipalities have in their codes.

It was the consensus of the Board to have staff research a potential code change and refer this to the Zoning Board.

2.2 Finance and Administration

2.3 Public Works

**2.31 Consideration and Acceptance of Public Improvement–Water Main (4 Story Book Lane)**

Assistant Public Works Director/Village Engineer Dittrich provided a summary of acceptance of public improvements – water main at 4 Story Book Lane.

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

**2.32 Consideration of a Complete Streets Policy for the Village of Lincolnshire (Village of Lincolnshire)**

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a Complete Streets Policy for the Village of Lincolnshire. This looks at all forms of transportation and not just cars. The policy would also be beneficial when applying for grants.

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

Mayor Brandt moved up Item 2.41 for presentation and discussion

**2.41 Consideration of an Ordinance Amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control), for the Creation and Issuance of a Village Liquor License (Class "H" Package Liquor) for Kssah Oil, Inc. (Marathon Gas Lincolnshire – 435 Milwaukee Avenue)**

Chief of Police Leonas provided a summary of a proposed Ordinance amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control), for the creation and issuance of a Village Liquor License (Class "H" Package Liquor) for Kssah Oil, Inc. (Marathon Gas Lincolnshire – 435 Milwaukee Avenue)

Trustees Grujanac and Hancock asked if there was a similar license currently in place at any other gas station in Lincolnshire. Chief of Police Leonas confirmed there was another such license at the Shell station.

Trustee Grujanac asked if there was a concern having another gas station with the same type of license. Chief of Police Leonas stated the applicant would be made aware of the different types of checks the Police perform when granting liquor licenses and would have no reason to object this request.

Trustee Leider asked if the applicant was in good standing. Chief of Police Leonas noted the Police Department had found proposed license-holder has held a liquor license in other communities for more than twenty years, and staff did find records of some previous violations. However, these violations were not numerous and not from recent years. Chief of Police Leonas noted other liquor licenses locations currently in the Village do received citations for violations on occasion.

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

**2.33 Consideration and Discussion of updates to the Village of Lincolnshire All Natural Hazard Mitigation Plan (Village of Lincolnshire)**

Management Analyst Facchini provided a presentation regarding updates to the Village of Lincolnshire All Natural Hazard Mitigation Plan. The presentation included update method, survey results, Lake County update highlights, Lincolnshire accomplishments, and goals moving forward.

Trustee Raizin asked how boil orders are communicated to residents noting the signs that go up may not be seen by everyone affected. Assistant Public Works Director/Village Engineer Dittrich stated signage is a way of communicating, along with the Blackboard Connect emergency notification system, and in most cases, staff goes door-to-door and delivers letter notifications.

2.4 Public Safety

~~**2.41 Consideration of an Ordinance Amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control), for the Creation and Issuance of a Village Liquor License (Class "H" Package Liquor) for Kssah Oil, Inc. (Marathon Gas Lincolnshire 435 Milwaukee Avenue)**~~

Item 2.41 was moved up on the agenda

**2.42 Consideration of an Ordinance Amending Title 3 (Business and License Regulations), Chapter 5 (Peddlers and Solicitors), of the Lincolnshire Village Code (Village of Lincolnshire)**

Chief of Police Leonas provided a summary of a proposed Ordinance amending Title 3 (Business and License Regulations), Chapter 5

(Peddlers and Solicitors), of the Lincolnshire Village Code. Solicitor complaints come in on a regular basis and the current code has not been updated in approximately 10 years. After conducting research into other Illinois municipal ordinances, staff recommends changes to the existing Village Code. The new permitting process would include a thorough background with fingerprinting.

Mayor Brandt asked if political candidates are considered solicitors. Chief of Police Leonas stated political candidates are exempt from this law.

Trustee Lieder noted concern regarding the proposed hours of 11 a.m. – 8 p.m. since the end time seemed late if a resident had small children. Village Attorney Simon noted he would encourage residents to put up “No Soliciting” signs to prevent the intrusion solicitors present. A conversation regarding the time frame allowed for solicitors followed. Staff recommended the same time frames for commercial and non-commercial solicitation. After a discussion of the pros and cons of changing the hours to permit solicitation, the Village Board agreed with the staff recommendation as reflected in the proposed ordinance.

Trustee Grujanac suggested informing the residents of the new process once it has been implemented.

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

**2.43 Consideration of an Ordinance Amending Title 1 (Administration), Chapter 15 (Comprehensive Fee Schedule), of the Lincolnshire Village Code Related to the Establishment of Fees and Charges for Service (Peddlers and Solicitors Licenses – Village of Lincolnshire)**

Chief of Police Leonas provided a brief summary of the proposed Ordinance Amending Title 1 (Administration), Chapter 15 (Comprehensive Fee Schedule), of the Lincolnshire Village Code related to the establishment of fees and charges for service (Peddlers and Solicitors Licenses) as it relates to Item 2.42.

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

2.5 Parks and Recreation

2.6 Judiciary and Personnel

**3.0 UNFINISHED BUSINESS**

**4.0 NEW BUSINESS**

**5.0 EXECUTIVE SESSION**

**6.0 ADJOURNMENT**

Trustee Grujanac 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 8:24 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk



# VILLAGE OF LINCOLNSHIRE

## MINUTES REGULAR VILLAGE BOARD MEETING March 19, 2020

Present:

Mayor Brandt

Trustee Hancock remote via GoToMeeting

~~Trustee Leider~~

Trustee Raizin

Village Attorney Simon remote via  
GoToMeeting

Chief of Police Leonas

~~Public Works Director Woodbury~~

Trustee Grujanac remote via GoToMeeting

Trustee Harms Muth

Trustee Pantelis

~~Village Clerk Mastandrea~~

Village Manager Burke

~~Village Treasurer/Finance Director Peterson~~

Assistant Village Manager/Community &

Economic Development Director Gilbertson

Administrative Intern Cascone

### 1.0 ROLL CALL

Mayor Brandt called the meeting to order at 4:32 p.m., and Village Manager Burke called the Roll.

### 2.0 PLEDGE OF ALLEGIANCE

### 3.0 REPORTS OF OFFICERS

#### 3.1 Mayor's Report

#### 3.12 **Adoption of Temporary Public Comment Rules (Village of Lincolnshire)**

Village Manager Burke provided a summary of the temporary public comments as they relate to acceptance of written comments for the online tele-meeting.

Trustee Harms Muth moved and Trustee Raizin seconded the motion to approve temporary public comment rules. The roll call vote was as follows:

AYES: Harms Muth, Raizin, Pantelis

NAYS: None

ABSENT: Hancock, Grujanac, Leider

ABSTAIN: None

Mayor Brandt declared the motion carried.

#### 3.2 Village Clerk's Report - None

#### 3.3 Village Treasurer's Report - None

#### 3.4 Village Manager's Report

### **3.41 Current Village Operations**

Village Manager Burke noted due to the current COVID-19 situation, all Village offices are closed to the public. Staff is directing the public to do as much as possible electronically and remotely.

Village Attorney Simon noted that Trustees participating electronically are available to vote during the meeting. Village Manager Burke stated the policy regarding electronic attendance is later on the agenda, and it was his understanding participation was not allowed until the proposed policy is formally adopted. Village Manager Burke noted there is a quorum in the room and asked Village Attorney Simon for direction on how to proceed with the meeting regarding those Trustees participating remotely. Village Attorney Simon recommended moving the last agenda item to the top so the remote Trustees would have the ability to vote on the other agenda items.

### **7.22 Consideration and Approval of a Resolution Approving a Policy Concerning Attendance at Village Meetings by Video or Audio Conference (Village of Lincolnshire)**

Mayor Brandt moved up agenda item 7.22 for consideration and approval.

Village Manager Burke provided a summary of a proposed Resolution approving a Policy concerning attendance at Village meetings by video or audio conference.

Trustee Harms Muth asked if this required a quorum of people present at the meeting in order to pass. Village Manager Burke noted the Policy does state that but under the Governor's declaration from earlier in the week, the requirement had been waived as a result of the current emergency situation. After the emergency situation is over, there would still need to be a quorum physically present in the room. The proposed resolution would allow electronic participation in Village meetings even outside of an emergency situation.

Trustee Harms Muth moved and Trustee Pantelis seconded the motion to approve a Resolution approving a policy concerning attendance at Village meetings by video or audio conference. The roll call vote was as follows:

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

Mayor Brandt declared the motion carried.

**4.0 PAYMENT OF BILLS**

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

**6.0 CONSENT AGENDA**

**6.1 Acceptance of Public Improvement–Water Main (4 Story Book Lane)**

**6.2 Adoption of a Complete Streets Policy for the Village of Lincolnshire (Village of Lincolnshire)**

**6.3 Adoption of Update to Village of Lincolnshire All Natural Hazard Mitigation Plan (Village of Lincolnshire)**

**6.4 Approval of Ordinance Amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control), for the Creation and Issuance of a Village Liquor License (Class “H” Package Liquor) for Kssah Oil, Inc. (Marathon Gas Lincolnshire – 435 Milwaukee Avenue)**

**6.5 Approval of an Ordinance Amending Title 3 (Business and License Regulations), Chapter 5 (Peddlers and Solicitors), of the Lincolnshire Village Code (Village of Lincolnshire)**

**6.6 Approval of an Ordinance Amending Title 1 (Administration), Chapter 15 (Comprehensive Fee Schedule), of the Lincolnshire Village Code Related to the Establishment of Fees and Charges for Service (Peddlers and Solicitors Licenses – Village of Lincolnshire)**

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

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

NAYS: None

ABSENT: Leider

ABSTAIN: None

Mayor Brandt declared the motion carried.

**7.0 ITEMS OF GENERAL BUSINESS**

**7.1 Planning, Zoning & Land Use**

**7.2 Finance and Administration**

**7.21 Consideration and Approval of an Ordinance Granting Emergency Powers to the Mayor and Approving an Extension of a Declaration of Emergency (Village of Lincolnshire)**

Village Manager Burke provided a summary of a proposed Ordinance granting emergency powers to the Mayor and approving an extension of a declaration of emergency. Village Manager Burke noted staff recommends the adoption of the Ordinance ratifying the current declaration, extending it to the first meeting in April, and adopting

code changes regarding future declarations.

Trustee Harms Muth asked what would happen if the state of emergency ends before the first meeting in April. Village Manager Burke stated that Village staff would revert to regular procedures.

Trustee Pantelis moved and Trustee Raizin seconded the motion to approve an Ordinance granting emergency powers to the Mayor and approving an extension of a Declaration of Emergency. The roll call vote was as follows:

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

Mayor Brandt declared the motion carried.

~~**7.22 Consideration and Approval of a Resolution Approving a Policy Concerning Attendance at Village Meetings by Video or Audio Conference (Village of Lincolnshire)**~~

Mayor Brandt moved up agenda item 7.22 under Manager's Report on the agenda.

- 7.3 Public Works
- 7.4 Police
- 7.5 Parks and Recreation
- 7.6 Judiciary and Personnel

**8.0 REPORTS OF SPECIAL COMMITTEES**

**9.0 UNFINISHED BUSINESS**

**10.0 NEW BUSINESS**

**10.1 Help for Businesses**

Trustee Raizin asked if there was any way to help the restaurant businesses. Village Manager Burke noted staff has reached out to all the restaurants to see what their current operations are and prepared an infographic which was posted on the website and social media to let the public know which restaurants remain open and those that are offering curbside or delivery options.

Village staff has also reached out to all Houses of Worship to confirm they received the Governor's message regarding gatherings. Staff has also reached out to daycare facilities to share information related to the Governor's Executive Order.

**10.2 Current Village Staffing**

Village Manager Burke informed the Board that Village staff was still coming into work and management has been evaluating the potential for a change in

shift schedules to maintain continuity in operations.

### **10.2 Public Safety Update**

Chief of Police Leonas stated the Police Department is currently at full staff including the School Resource Officers. All officers have been issued personal protection equipment with the focus on core services. The courts are closed until April 15 so there are no court services currently.

Mayor Brandt suggested the Board share the information being posted by the Village and asked staff to inform residents of the emergency notification system; Blackboard Connect.

Trustee Harms Muth suggested staff provide a meaning of what the local emergency declaration means in order to be transparent.

Mayor Brandt noted staff would be trying to reach out to some of the residents who may have need and put them in touch with different community organizations to help.

### **11.0 EXECUTIVE SESSION**

### **12.0 ADJOURNMENT**

Trustee Harms Muth moved and Trustee Raizin seconded the motion to adjourn. The voice vote was unanimous and Mayor Brand declared the meeting adjourned at 4:56 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk



**ITEM SUMMARY**

<b>Reviewing Body / Meeting Date:</b>	Regular Village Board – April 13, 2020
<b>Subject:</b>	Emergency Declaration Extension
<b>Action Requested (Address – Petitioner):</b>	Approval of an Ordinance Approving a Second Extension of a Declaration of Emergency and Confirming Mayor’s Executive Order 2020-1 (Village of Lincolnshire)
<b>Prepared By:</b>	Brad Burke, Village Manager
<b>Staff Recommendation:</b>	Approval of Ordinance and Confirmation of Mayor’s Executive Order 2020-1
<b>Budgeted Amount:</b>	N/A
<b>Actual Amount:</b>	N/A
<b>Level of Service Impact:</b>	
<b>Meeting History:</b>	N/A
<b>Tentative Meeting Schedule:</b>	N/A
<b>Reports / Documents Attached:</b>	1) Ordinance and Executive Order Attached

**Request Summary**

The COVID-19 Global Pandemic continues to significantly impact local governments. On March 19, 2020, the Village Board formally ratified the Mayor’s March 17, 2020 Declaration of Emergency. The Village Board’s action extended the declaration until the adjournment of the first Regular Village Board meeting in April, 2020. As a result of Governor Pritzker’s March 9, 2020 Gubernatorial Disaster Proclamation and April 1, 2020 Executive Order, extended the Stay at Home direction through April 30, 2020. In response to the ongoing spread of COVID-19 it is necessary to extend the local Declaration of Emergency. The attached ordinance officially extends the Village of Lincolnshire’s Declaration of Emergency through to a date no sooner than the earlier of the termination of the current State of Illinois disaster proclamation or the first Regular Village Board meeting in May 2020.

In addition to the ordinance extending the local Declaration of Emergency, Village Board confirmation of Mayor Brandt’s Executive Order 2020-1 pertaining to liquor license renewals, temporary events, and solicitor permits is requests. This confirmation will be accomplished by adoption of the proposed ordinance.

**Budget Impact**

Unknown at this time.

**Level of Service Impact**

**Approval Process**

**Staff Recommendation / Next Steps**

Staff recommends waiver of first reading and approval of an ordinance approving a second extension of a Declaration of Emergency and confirming Mayor’s Executive Order 2020-1.

**VILLAGE OF LINCOLNSHIRE  
LAKE COUNTY, ILLINOIS**

**ORDINANCE No. \_\_\_\_\_**

**AN ORDINANCE APPROVING A SECOND EXTENSION OF A DECLARATION OF EMERGENCY AND  
CONFIRMING MAYOR'S EXECUTIVE ORDER 2020-1**

**WHEREAS**, the Village of Lincolnshire is an Illinois home rule municipal corporation operating under the Constitution and laws of the State of Illinois; and

**WHEREAS**, Section 11-1-6 of the Illinois Municipal Code provides the corporate authorities of each municipality may, by ordinance, grant to the mayor the extraordinary power and authority to exercise, by executive order, during a state of emergency, such of the powers of the corporate authorities as may be reasonably necessary to respond to the emergency; and

**WHEREAS**, Section 11 of the Illinois Emergency Management Agency Act provides that a local disaster may be declared by the principal executive officer of a political subdivision, which declaration shall not be continued or renewed for a period in excess of 7 days except by or with the consent of the governing board of the political subdivision; and

**WHEREAS**, the Mayor exercised the power described in Section 11 of the Illinois Emergency Management Agency Act to declare a local emergency on March 17, 2020; and

**WHEREAS**, on March 18, 2020, the Village Board took action to extend the local emergency declaration to the first regular Village Board meeting in April; and

**WHEREAS**, on March 18, 2020, the Village Board also amended the Village Code to expressly describe the scope of emergency powers which may be exercised by the Mayor during an emergency and explain the standards for determining when an emergency can be declared; and

**WHEREAS**, the Governor of Illinois has issued a series of executive orders which declare a state of emergency as a result of the COVID-19 pandemic and prescribe certain conditions and limitations on work, travel and other common activities, the term for which is currently scheduled to expire on April 30, 2020;

**WHEREAS**, the Village Board desires to approve an extension of the Mayor's declaration of emergency to a date no sooner than the earlier of the termination or expiration of the current State of Illinois disaster proclamation or the first regular board meeting in May 2020, after which the Village Board may reassess current conditions and renew or terminate the emergency declaration.

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

**Section 1. Recitals; Findings.**

A. The corporate authorities incorporate the foregoing recitals as through fully restated herein and adopt

them as an expression of the legislative intent for this Ordinance and the authority bestowed upon the Mayor hereby.

B. Legislative Findings.

(1) The United States Center for Disease Control and Prevention (CDC), the United States Department of Health and Human Services (HHS), and the World Health Organization (WHO) have each determined that the SARS-CoV-2 virus causes the COVID-19 respiratory disease. The SARS-CoV-2 virus is a new strain of coronavirus not been previously identified in humans and is easily spread from person to person. The COVID-19 disease can result in serious illness and death.

(2) Thousands of confirmed cases of COVID-19 have been identified in the State of Illinois to date, and more hundreds of deaths have occurred many in the greater Chicagoland area. On January 31, 2020, the Secretary of HHS declared a public health emergency for the entire United States of America concerning COVID-19. On March 9, 2020, Governor Pritzker issued a disaster proclamation concerning the spread of COVID-19 in Illinois. On March 11, 2020, WHO declared that the spread of COVID-19 is a global pandemic. On March 13, 2020, President Trump declared a national emergency concerning the COVID-19 pandemic.

(3) The Illinois Department of Public Health continues to affirm localized community person-to-person transmission of COVID-19 in Illinois, significantly increasing the risk of exposure and infection to Illinois' general public and creating an extreme public health risk in the Village and throughout the State. As has been experienced in other locales in the United States and around the world, the SARS-CoV-2 virus has the potential to infect large numbers of people in a short amount of time, placing extreme burdens on the health care system and the economy.

(4) In exercise of the authority granted by law, the Mayor has heretofore issued a Declaration of Emergency.

(5) In order to prevent the spread of COVID-19 in the Village, and to protect the residents of the Village from disease and death, it is necessary to approve and extend the Mayor's Declaration of Emergency to implement emergency regulations and orders, all as set forth in the Mayor's Declaration.

**Section 2. Mayor's Emergency Powers.** The Mayor's Declaration is made in accordance with Section 1-5-1 Subparagraph "F", Emergency Powers of the Lincolnshire Village Code.

**Section 3. Approval and Extension of Declaration of Emergency.** For the reasons identified in the recitals and legislative findings, the Board of Trustees hereby extends the Mayor's Declaration of Emergency, a copy of which is attached hereto as Exhibit A and incorporated by reference, and consents to the extension of such Declaration until the sooner of the termination or expiration of the current State of Illinois disaster proclamation or the adjournment of the first regular meeting of the Village Board in May 2020. The Village Board may terminate or extend the Declaration by the majority vote of the Trustees then in attendance.

**Section 4. Notice of Declaration of Emergency.** The second extension of the Mayor's Declaration of Emergency and this Ordinance shall be given prompt and general publicity and shall be filed promptly with the Village Clerk.

**Section 5. Effective Date.** The adoption and implementation of this Ordinance is a matter of urgent public concern which requires it to take effect immediately upon its passage by a vote of two-thirds (2/3) of all the members of the corporate authorities now holding office.

SO ORDAINED this \_\_\_\_\_ Day of \_\_\_\_\_, 2020.

AYES:

NAYS:

ABSENT:

APPROVED:

\_\_\_\_\_  
Elizabeth J. Brandt, Mayor

ATTEST:

\_\_\_\_\_  
Barbara Mastandrea, Village Clerk

Filed in the Office of the Village Clerk  
This \_\_\_\_\_ Day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Bradly J. Burke, Deputy Village Clerk

**EXHIBIT A**

**MAYOR'S DECLARATION OF EMERGENCY**

***[SEE ATTACHED]***

**EXHIBIT B**

**MAYOR'S EXECUTIVE ORDER 2020-1**

***[SEE ATTACHED]***

## **MAYOR'S EXECUTIVE ORDER 2020-1**

Under authority of Illinois Compiled Statutes 20 ILCS 3305/11, the Illinois Municipal Code Section 5/11-1-6 and the Lincolnshire Village Code, I, Elizabeth J. Brandt, Mayor of the Village of Lincolnshire, issue the following supplemental Executive Order related to the March 17, 2020 Emergency Declaration.

- 1. Liquor License Application Deadline Extended:** Village of Lincolnshire local liquor licenses expire on April 30, 2020. Due to hardships on liquor license holders as a result of the COVID-19 pandemic, and action by the Illinois Liquor Control Commission to extend state liquor licenses, all Village of Lincolnshire licenses expiring on April 30, 2020 are extended until July 31, 2020. This extension is in line with a determination and guidance provided by the Illinois Liquor Control Commission.
- 2. Suspension of Issuance of Solicitor Permits:** The Police Department shall not issue solicitor permits for any door-to-door solicitation activity while the Declaration of Emergency is in effect, as this activity is considered non-essential under the statewide stay-at-home order.
- 3. Temporary Event Permits:** The Community & Economic Development Department shall not issue temporary event permits while the Declaration of Emergency is in effect, as these events inherently promote social gatherings.



**ITEM SUMMARY**

<b>Reviewing Body / Meeting Date:</b>	Regular Village Board – April 13, 2020
<b>Subject:</b>	Disposal of Surplus Property
<b>Action Requested (Address – Petitioner):</b>	Waiver of First Reading and Approval of an Ordinance Authorizing the Disposal of Surplus Property (Village of Lincolnshire)
<b>Prepared By:</b>	Ben Gilbertson – Assistant Village Manager/Community & Economic Development Director
<b>Staff Recommendation:</b>	Waiver of First Reading and Approval of the Ordinance
<b>Budgeted Amount:</b>	N/A
<b>Actual Amount:</b>	N/A
<b>Level of Service Impact:</b>	N/A
<b>Meeting History:</b>	N/A
<b>Tentative Meeting Schedule:</b>	N/A
<b>Reports / Documents Attached:</b>	1) Draft ordinance prepared by staff

**Request Summary**

Twice each year, staff requests the Village Board’s approval of an ordinance to dispose of surplus, obsolete, or inoperable equipment. This type of equipment typically include vehicles, computers, and office equipment that can be recycled, auctioned, or otherwise properly disposed. An ordinance is required by Chapter 65, Section 5/11-76-4 of the Illinois Compiled Statues to dispose this equipment.

**Project Description**

Not applicable.

**Budget Impact**

The value of auctioned or recycled equipment is to be determined.

**Level of Service Impact**

Disposal of this equipment will have no impact on level of service.

**Approval Process**

The Village Board has complete authority to review and approve this ordinance.

**Staff Recommendation / Next Steps**

Staff recommends waiver of the first reading and approval of the ordinance. This ordinance was scheduled for the March 30, 2020, Committee of the Whole meeting. Due to cancellation of that meeting, a waiver of first reading is required so that approval is provided in advance of the Northwest Municipal Conference’s spring auction on April 21, 2020. Once the ordinance is approved, staff will prepare the authorized items to be properly disposed (e.g., recycled, auctioned).

**ORDINANCE NO. \_\_\_\_\_**  
**AN ORDINANCE AUTHORIZING THE SALE OF SURPLUS PROPERTY**

**WHEREAS**, the Mayor and Board of Trustees may designate property no longer needed by the Village of Lincolnshire (“Village”) to provide services or that does not otherwise benefit the Village as surplus property; and

**WHEREAS**, pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the Mayor and Board of Trustees may authorize the sale and disposal of surplus property; and

**WHEREAS**, the Mayor and Board of Trustees have determined it is no longer necessary or useful, or in the best interests of the Village, to retain items listed on Exhibit A attached to this ordinance, currently owned by the Village (“Surplus Property”); and

**WHEREAS**, the Mayor and Village Board of Trustees have determined it is in the best interest of the Village to dispose of the Surplus Property.

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

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

**SECTION TWO:** Pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the Mayor and Board of Trustees find that the Surplus Property described in the attached Exhibit A, now owned by the Village of Lincolnshire, is no longer necessary or useful to the jurisdiction and the best interests of the jurisdiction would be best served by its disposal.

**SECTION THREE:** The Village Manager is hereby authorized and directed to dispose of the aforementioned Surplus Property. Surplus Property identified on Exhibit A as having a minimum bid shall be sold to the highest bidder following a public auction. Surplus Property identified on Exhibit A as having no value shall be disposed of in such a manner deemed appropriate.

**SECTION FOUR:** The Village Manager is hereby authorized to and may direct North West Municipal Conference (“NWMC”) to advertise the sale of the aforementioned Surplus Property prior to said public auction.

**SECTION FIVE:** The Village Manager is hereby authorized to direct NWMC to enter into an agreement for the sale of said Surplus Property whereby said property may be sold at a public auction.

**SECTION SIX:** Upon payment of the full auction price for the aforesaid items of Surplus Property, the Village Manager is authorized to direct NWMC to convey and transfer the title and ownership of said Surplus Property, to the successful bidder.

**SECTION SEVEN:** This Ordinance shall be in full force and effect from and after its passage, by a vote of at least three-fourths of the corporate authorities, and approval in the manner provided by law.

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by the Corporate Authorities of the Village of Lincolnshire, on a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:** None

**ABSTAIN:** None

**APPROVED:** this \_\_\_\_\_ day of \_\_\_\_\_, 2020

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Elizabeth J. Brandt, Mayor

**ATTEST:**

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Barbara Mastandrea, Village Clerk

**EXHIBIT A** Disposal Inventory Form

Your Name: Ben Gilbertson  
 Agency Name: Village of Lincolnshire  
 Agency Address: 1 Olde Half Day Road  
 Lincolnshire, IL 60069  
 Agency Phone: (847) 883-8600

**Disposal Options**  
 Auction  
 Trade-In  
 Recycle  
 Disposal

Point of Contact	Make	Model	Type	Unit #	Date of Acquisition	Serial Number/VIN	Quantity	MLG/HRS	Disposal Process
<b>Vehicles/Equipment</b>									
Matt Liewehr	Old Dominion Brush	SCL800TM14	Leaf Machine	405	2013	09136301	1	456	Auction
Matt Liewehr	Bobcat	2200	Utility Cart	417	2007	RA0733-796580	1	927	Auction
Matt Liewehr	Club Car	Turf-1	Utility Cart	418	2013	HG1335-393913	1	585	Auction
Matt Liewehr	Toro	Workman MDX	Utility Cart	706	1/11/2011	07273-311000176	1	403	Auction
Matt Liewehr	Sewer Equipment	JAJ-600R	Easement Machine	502A	2/1/2001	2212	1	79	Auction
Matt Liewehr	Snap-On	Verus D10	Diagnostic Scan Tool	476	6/1/2013	083DDG208396	1	N/A	Trade-In
Matt Liewehr	Sewer Equipment		Trailer	267	2/1/2001	2122A	1	N/A	Auction
Matt Liewehr	Wiedenmann	Terra Spike XF	Deep Tine Aerator	712	2008	860 kg 1424	1	N/A	Auction
Matt Liewehr	Echo	SRM260S	Weed Whip	906	2008	S73812004665	1	N/A	Disposal
Matt Liewehr	Echo	SRM260	Weed Whip	918	2005	06010347	1	N/A	Disposal
Matt Liewehr	Echo	SRM260	Weed Whip	901	2006	06034900	1	N/A	Disposal
Matt Liewehr	Echo	SRM260	Weed Whip	909	2004	06002911	1	N/A	Disposal
Matt Liewehr	Echo	GT251E	Weed Whip	907		08022203	1	N/A	Disposal
Matt Liewehr	Echo	GT251E	Weed Whip	908		08022194	1	N/A	Disposal
Matt Liewehr	Echo	SRM261T	Brush Cutter	917	2005	06064913	1	N/A	Disposal
Matt Liewehr	Stihl	FS85	Weed Whip	924	2001	249248137	1	N/A	Disposal
Matt Liewehr	Stihl	BG85C	Blower	654	2006	266873814	1	N/A	Disposal
Matt Liewehr	Stihl	TS400	Concrete Saw	732	2003	155602486	1	N/A	Disposal
Matt Liewehr	Honda	GX31	Weed Whip	927	2002	HZAE-1003839	1	N/A	Disposal
Matt Liewehr	Honda	GX25	Brush Cutter			GCAAM-1231627	1	N/A	Disposal
Matt Liewehr	Power Pruner	1260	Pole Chain Saw	741	1997	026767	1	N/A	Disposal
<b>Computer Equipment</b>									
InterDev (Allison\Nick)	Acer	VX2610-UG630W	Desktop		5/18/2013	PSVDBP300320602E759200	1	N/A	Recycle
InterDev (Allison\Nick)	Acer	Acer Aspire	Laptop		9/25/2015	NTL6SAA005506791DE7200	1	N/A	Recycle
InterDev (Allison\Nick)	Acer	Acer Aspire	Laptop		9/25/2015	NTL6SAA005506791727200	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 7020	Desktop		9/25/2015	1Y0W052	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 7020	Desktop		9/25/2015	1XR3C62	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	Optiplex 5040	Desktop		8/16/2016	9SQKQD2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	Optiplex 5040	Desktop		8/16/2016	9SLMQD2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	Latitude E7470	Laptop		9/16/2016	F7DWMC2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	Latitude E7470	Laptop		12/1/2016	43WXP2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 5040	Desktop		7/3/2017	61DDGK2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 5040	Desktop		7/3/2017	61HGGK2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 5040	Desktop		7/3/2017	61FGGK2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 5040	Desktop		7/3/2017	61HKGK2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 5040	Desktop		7/3/2017	61BHGK2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 5040	Desktop		7/3/2017	61GKGK2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 5040	Desktop		7/3/2017	61JFGK2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 5040	Desktop		7/3/2017	61CFGK2	1	N/A	Recycle
InterDev (Allison\Nick)	Dell	OptiPlex 5040	Desktop		7/3/2017	61CLGK2	1	N/A	Recycle
InterDev (Allison\Nick)	HP Compag	dc7900	Desktop		11/25/2009	MXL9471J9T	1	N/A	Recycle
<b>Miscellaneous Electronic Equipment</b>									
Ben Gilbertson	Panasonic	DMC-TZ1	Digital Camera		(Unknown)	FA6KB06487	1		Recycle
Ben Gilbertson	Optoma	EP 739	Projector		(Unknown)	O80N549AAAAAC1746	1		Recycle

**EXHIBIT A** Disposal Inventory Form

Your Name: Ben Gilbertson  
 Agency Name: Village of Lincolnshire  
 Agency Address: 1 Olde Half Day Road  
 Lincolnshire, IL 60069  
 Agency Phone: (847) 883-8600

**Disposal Options**  
 Auction  
 Trade-In  
 Recycle  
 Disposal

Point of Contact	Make	Model	Type	Unit #	Date of Acquisition	Serial Number/VIN	Quantity	MLG/HRS	Disposal Process
Ben Gilbertson	Kodak	Easy Share Z712 IS	Digital Camera		(Unknown)	KCXGT73210856	1		Recycle
Ben Gilbertson	Sony	Handycam DCR-DVD405	Digital Video Camera		(Unknown)	344649	1		Recycle
Ben Gilbertson	Toshiba	SD-3980SU	DVD Player		(Unknown)	PL15222225	1		Recycle
<b>Office Equipment</b>									
<b>Police Equipment</b>									
Jamie Watson	Hon		4 drawer file cabinet						Recycle
Jamie Watson	Hon		4 drawer file cabinet						Recycle



**ITEM SUMMARY**

<b>Reviewing Body / Meeting Date:</b>	<b>Regular Village Board</b>
<b>Subject:</b>	2020 Road Resurfacing
<b>Action Requested</b>	Approval of a contract for the Construction of the Village’s 2020 Road and Bike Path Resurfacing Project with Schroeder Asphalt Services, Rosemont, IL in an amount not to exceed \$1,500,881.22 (Village of Lincolnshire)
<b>Prepared By:</b>	Marc Facchini – Public Works Management Analyst
<b>Staff Recommendation:</b>	Consideration and approval
<b>Budgeted Amount:</b>	\$1,715,000.00
<b>Actual Amount:</b>	\$1,500,881.22
<b>Level of Service Impact:</b>	Resurfacing of Farrington Drive, Farrington Circle, Brampton Lane, Brampton Court, Stafford Court, Public Works Facility Parking Lot, and North Park Parking Lot
<b>Meeting History:</b>	N/A
<b>Tentative Meeting Schedule:</b>	April 13, 2020 Regular Village Board
<b>Reports / Documents Attached:</b>	1) 2020 Resurfacing Bid Tabulation 2) Project Location Map 3) Recommendation to Award

**Request Summary**

Approval of a bid with Schroeder Asphalt Services for the resurfacing of Farrington Drive, Farrington Circle, Farrington Court, Brampton Lane, Brampton Court and Stafford Court.

**Project Description**

The Village of Lincolnshire will be resurfacing Brampton Lane, Brampton Court, Stafford Court, Farrington Drive, Farrington Court and Farrington Circle as part of the 2020 Road Resurfacing Program. Five bids were opened on Thursday, March 12, 2020. Staff recommends approval of a contract with the low bidder Schroeder Asphalt Services in the amount of \$1,500,881.22 to perform resurfacing, curb repair and drainage improvement along the streets for the length in miles listed below:

Street:	Limits	Length (miles)
Farrington Drive	All	.70
Farrington Circle	All	.13
Farrington Court	All	.12
Brampton Lane	All	.98
Brampton Court	All	.19
Stafford Court	All	.21
<b>Total 2020 Resurfacing</b>		<b>2.33</b>

The Village will also be resurfacing the North Park parking lot, and the Public Works Facility parking lot located at 205 Schelter Road. The North Park parking lot is approximately 11,501 square yards, and the



Public Works parking lot is approximately 5,377 square yards. Schroeder Asphalt Services has been evaluated by the Village’s consulting engineer and was found to be the lowest, responsible and responsive bidder.

**Budget Impact**

The Village received five proposals for the project and the engineers estimate was \$1,754,523.40. Schroeder Asphalt Services was the lowest bidder at \$1,500,881.22 approximately \$265,458.18 below the Engineer’s Approved Estimate of Cost.

Funding

Expenditures

General Fund (Road Resf)	\$1,100,000	Resurfacing Project	\$ 856,645.93
General Fund (Parks)	\$340,000	North Park Parking Lot	\$ 401,072.89
General Fund (Facilities)	\$275,000	PWF Parking Lot	\$ 243,162.40
Construction Eng.	<u>\$100,000</u>	Total Construction Cost	<u>\$ 1,500,881.22</u>
Total Allocated Funds	\$1,815,000	Construction Eng.	\$102,262.00
		<b>Total Project Cost</b>	<b>\$ 1,603,143.22</b>

**Level of Service Impact**

N/A

**Approval Process**

Approval at the April 13, 2020 Regular Village Board Meeting

**Staff Recommendation / Next Steps**

Schroeder Asphalt Services, Inc. has successfully completed similar projects for other municipalities in the area. Based upon our familiarity and past working relationships with Schroeder Asphalt Services and the Village’s consultant’s recommendation, staff recommends the Mayor and Board of Trustees to approve the bid to complete the project.



**ITEM SUMMARY**

<b>Reviewing Body / Meeting Date:</b>	<b>Regular Village Board</b>
<b>Subject:</b>	Construction Engineering Services 2020 Road and Parking Lot Resurfacing Project
<b>Action Requested:</b>	Approval of a Professional Service Contract with Baxter & Woodman Consulting Engineers for Construction Engineering Services at a Cost not to Exceed \$102,262.00 (Village of Lincolnshire)
<b>Prepared By:</b>	Marc Facchini – Public Works Management Analyst
<b>Staff Recommendation:</b>	Consideration and approval
<b>Budgeted Amount:</b>	\$100,000.00
<b>Actual Amount:</b>	\$102,262.00
<b>Level of Service Impact:</b>	N/A
<b>Tentative Meeting Schedule:</b>	<a href="#">April 13, 2020 RVB</a>
<b>Reports / Documents Attached:</b>	1) Proposed Professional Service Agreement with Baxter & Woodman

**Request Summary**

Approval of a Professional Service Agreement with Baxter & Woodman for Construction Engineering Services for the resurfacing of Farrington Drive, Farrington Circle, Farrington Court, Brampton Lane, Brampton Court and Stafford Court.

**Project Description**

Village staff issued a Request for Qualifications (RFQ) in 2019 for consulting engineering services to design and oversee the construction of the 2019/2020 Road Resurfacing Program. Staff received eight different proposals. Following a thorough review, staff negotiated a contract with Baxter & Woodman Consulting Engineers. Staff recommends using Baxter & Woodman for construction observation, overseeing the contractor’s day to day operations, documenting material usage, and Motor Fuel Tax paperwork.

Construction observation is an important aspect of the project for technical and customer service reasons. An on-scene Resident Engineer allows the village to complete the construction work while maintaining a high level of customer service to impacted residents.

**Budget Impact**

The Village’s Fiscal Year 2020 Budget allocates a total of \$100,000 for Construction Engineering Services for the Road Resurfacing Project and parking lot projects.

**Level of Service Impact**

N/A

**Approval Process**

Approval at the Regular Village Board Meeting on April 13, 2020.



**Staff Recommendation / Next Steps**

Staff recommends approval of a professional service contract with Baxter & Woodman for Phase III Construction Engineering Services for the 2020 Road Resurfacing Project.



<b>Reviewing Body:</b>	Regular Village Board
<b>Meeting Date:</b>	April 13, 2020
<b>Subject:</b>	Approval of an Ordinance Amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control to Create one Class "J" Catering Liquor License (Banyan One Corporation - Pear Tree Catering & Hel's Kitchen Catering – 505 Bond Street)
<b>Action Requested:</b>	Consideration and Direct Placement on the April 13, 2020 Regular Village Board Agenda
<b>Prepared By:</b>	Joseph Leonas – Chief of Police
<b>Staff Recommendation:</b>	Approval of the liquor license application
<b>Tentative Meeting Schedule:</b>	Regular Village Board – April 13, 2020
<b>Reports and Documents Attached:</b>	1) Ordinance Amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control to Create one Class "J" Catering Liquor License (Banyan One Corporation - Pear Tree Catering & Hel's Kitchen Catering – 505 Bond Street)

### **Background**

On March 6, 2020, Mr. David Saletta submitted an application for a Class J Catering license for Banyan One Corporation doing business as Pear Tree Catering & Hel's Kitchen Catering located at 505 Bond Street. A Class "J" license authorizes license holders operating within the village limits to cater food and alcoholic beverages off site. "Off Site" catering means the preparation of food at one location for service at another.

On March 20, 2020, Village staff completed a review of the information required by code in the liquor license application.

The following areas were checked for compliance and conformity as required under Village Code:

1. The Village Retailer's Liquor License application was submitted with a \$250.00 non-refundable application fee, as required by code (3-3-4-2-D).
2. A check through the Illinois Secretary of State's Corporate Business Office on March 9, 2020 indicates Banyan One Corporation is an Illinois Corporation licensed to conduct business and in "Good Standing" in Illinois. The Registered Agent is David Saletta, 1402 Plumwood Drive, Libertyville, IL 60048, which is consistent with the applicant's petition.
3. A Certificate of Insurance with the required liquor liability coverage was submitted with the application as required by code (3-3-4-4).
4. The local manager, David Saletta, who would be responsible for oversight of liquor sales, has been fingerprinted and has no criminal history that would prohibit him from obtaining a liquor license as required by code (3-3-4-2-B).



5. As required by code (3-3-2-2), a diagram of the Pear Tree Catering & Hel's Kitchen Catering location floorplan was provided as the proposed interior diagram.
6. A copy of the Articles of the Incorporation was included as required by code (3-3-4-2-A), indicating Banyan One Corporation, was incorporated November 21, 2016.
7. A copy of the Lease Agreement with Banyan Three 505, LLC, was including as required by code (3-3-4-2-A), indicating an expiration date of February 7, 2046.
8. The fee for a Class "J" liquor license is \$500.00.
9. Mr. Saletta advised he currently holds three other liquor licenses:
  - Banyan One Corporation
    - Pear Tree Catering – 950 Woodlands Parkway, Vernon Hills, IL 60061
  - Banyan One Corporation
    - Glencoe Golf Club – 621 Westley Road, Glencoe, IL 60022
  - Banyan Two Corporation
    - Hel's Kitchen Catering – 3027 Commercial Avenue, Northbrook, IL 60062
10. Mr. Saletta intends to consolidate the above locations into one business operating out of the 505 Bond Street location.
11. There have been no liquor related violations at any of the currently licensed locations.
12. As required by code (3-3-3-3), 505 Bond Street will be inspected by Village staff upon completion of renovations and must be found in compliance with all Village and State codes prior to issuance of the Liquor License.
13. As required by code (3-3-4-1), a valid State of Illinois Liquor Retailer's License will be secured and forwarded to the Village subsequent to the issuance of the Village of Lincolnshire liquor licenses. The Illinois Liquor Control Commission requires a local liquor license prior to the issuance of a State liquor license.

#### **Staff Recommendation / Conditions**

Approval or denial of this request will not result in any adverse impact to the current budget.

Staff finds no reason to object to the issuance of this liquor license.

**VILLAGE OF LINCOLNSHIRE  
LAKE COUNTY, ILLINOIS**

**ORDINANCE NO. 20-**

**AN ORDINANCE AMENDING SECTION 3-3-2-3  
OF TITLE 3 (Business & License Regulations), CHAPTER 3 (Liquor Control),  
OF THE VILLAGE OF LINCOLNSHIRE VILLAGE CODE  
(LIQUOR CONTROL – CLASS “J” Pear Tree Catering & Hel’s Kitchen Catering)**

**BE IT ORDAINED** by the Mayor and Board of Trustees of the Village of Lincolnshire, Lake County, Illinois, as follows:

Section 1: That pursuant to Title 3, Chapter 3, Section 3-3-2-3 of the Lincolnshire Village Code, the number of Class “J” liquor licenses which are authorized for issuance in the Village of Lincolnshire shall be increased to two (2). This increase in Class “J” liquor licenses reflects the issuance of a Class “J” license to Banyan One Corporation, (Pear Tree Catering & Hel’s Kitchen Catering).

Section 2: This Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form as provided by law. The Village Clerk is hereby directed to publish this Ordinance in pamphlet form.

**PASSED** this 13<sup>th</sup> day of April, 2020, by the Corporate Authorities of the Village of Lincolnshire on a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED this 13<sup>th</sup> day of, April, 2020**

---

Elizabeth J. Brandt, Mayor

**ATTEST:**

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Barbara Mastandrea  
Village Clerk