

**VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING**

Monday, July 13, 2015  
7:00 P.M.  
40 East Center Avenue  
Village Hall Board Room

**A G E N D A**

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSIDERATION OF THE MINUTES OF THE JUNE 22, 2015 VILLAGE BOARD MEETING
4. NON-AGENDA ITEMS AND VISITORS

The Village President and Board of Trustees allocate fifteen (15) minutes during this item for those individuals who would like the opportunity to address the Village Board of Trustees on any matter not listed on the agenda. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

5. VILLAGE BOARD SETS THE ORDER OF THE MEETING

The Village President and Board of Trustees will entertain requests from anyone present on the order of business to be conducted during the Village Board Meeting.

6. VILLAGE FINANCE REPORT

- a) Warrant Report for July 1-15, 2015 and June 2015 Payroll Expenditures
- b) June 2015 Financial Report

7. VILLAGE ADMINISTRATOR'S REPORT

- a) A Report Concerning the Consideration of a Central Business District Wayfinding Sign for the Target Property Located at 975 Rockland Road

8. VILLAGE ATTORNEY'S REPORT

9. VILLAGE PRESIDENT'S REPORT

10. ACCEPTANCE OF THE CORRESPONDENCE

Please note all correspondence was delivered to the Village Board of Trustees in the Informational Reports on June 19, 26 and July 2, 2015.

11. A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION CONTRACT WITH PINNER ELECTRIC, INC OF LAGRANGE, ILLINOIS, FOR THE VILLAGE OF LAKE BLUFF'S

FY2016 RECTANGULAR RAPID FLASHING BEACONS PROJECT (Pedestrian Crossing Improvements for the Intersection of Sheridan Road and East Scranton Avenue)

12. AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE'S REAR YARD SETBACK REGULATIONS TO PERMIT THE CONSTRUCTION OF AN ARBOR IN THE REQUIRED REAR YARD OF THE PROPERTY LOCATED 404 MOFFETT ROAD
13. A RESOLUTION APPROVING A LICENSE AGREEMENT BY AND BETWEEN THE VILLAGE OF LAKE BLUFF AND THE OWNERS OF 404 MOFFETT ROAD
14. A RESOLUTION APPROVING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH BAXTER & WOODMAN, INC. (MOFFETT ROAD CULVERT END SECTION REPLACEMENT)
15. TRUSTEE'S REPORT
16. EXECUTIVE SESSION
17. ADJOURNMENT

*R. Drew Irvin  
Village Administrator*

The Village of Lake Bluff is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact R. Drew Irvin, Village Administrator, at 234-0774 or TDD number 234-2153 promptly to allow the Village of Lake Bluff to make reasonable accommodations.

**VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING  
JUNE 22, 2015**

**DRAFT MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

Village President O'Hara called the meeting to order at 7:02 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Towle called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Barbara Ankenman  
Steve Christensen  
Mark Dewart  
Eric Grenier  
William Meyer

Absent: John Josephitis, Village Trustee

Also Present: Aaron Towle, Village Clerk  
Drew Irvin, Village Administrator  
Peter Friedman, Village Attorney  
Susan Griffin, Finance Director  
Jeff Hansen, Village Engineer  
Michael Croak, Building Codes Supervisor  
Michael Hosking, Deputy Police Chief  
Jake Terlap, Public Works Superintendent  
Brandon Stanick, Assistant to the Village Administrator (A to VA)

**2. PLEDGE OF ALLEGIANCE**

President O'Hara led the Pledge of Allegiance.

**3. CONSIDERATION OF THE MINUTES**

Trustee Christensen moved to approve the June 8, 2015 Board of Trustees Meeting Minutes as presented. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

**4. NON-AGENDA ITEMS AND VISITORS**

Mr. William Kowalewski, a resident of Campbell Court of Lake Bluff, inquired of the Village's actions concerning the stormwater issues on Campbell Court. President O'Hara stated the Village's Consultant, Christopher B. Burke Engineering, Ltd, is currently analyzing the flood study of the Campbell Court Subdivision. Village Administrator Drew Irvin stated the Finance Committee recommended the Village's Consultant get additional information and work with Great Lakes Naval Base to complete the topographic survey work.

In response to a comment from Mr. Kowalewski, Village Administrator Irvin stated that once the study is complete letters will be sent to Campbell Court residents regarding a summary of the study and noted the information will also be available on the Village's website. He stated once the studies are completed the Village Board will review the studies to consider what action if any to take regarding the issue.

Mr. Kowalewski inquired of the timeframe for the studies. Village Administrator Irvin stated progress has been delayed as the Consultant encountered coordination problems with Great Lakes Naval Base to allow surveyors access to the property on the base.

Mr. Kowalewski commented on the flood history associated with his home and noted his intent not to take any action until the Village reaches a resolution. President O'Hara stated the Campbell Court Subdivision was built in an area that was primarily wetlands and the Village cannot promise that flooding will not occur in this area or that the Village will participate in addressing the flooding.

Following a comment from Mr. Kowalewski, Village Administrator Irvin commented on the acceptable levels of stormwater management when the subdivision was approved and noted the recent standards are outlined in the current stormwater and wetland regulations and differ from when the land was originally subdivided and developed.

Mr. Kowalewski stated the flooding has worsened over time and expressed his opinion it was unacceptable for the Village to approve construction of a subdivision in wetlands. Mr. Kowalewski asked to receive updated information regarding the issue.

Village Engineer Jeff Hansen stated the Village's Consultant advised survey work would be completed once access is granted to Great Lakes Naval Base.

**5. VILLAGE BOARD SETS THE ORDER OF THE MEETING**

At the request of those present, Trustee Meyer moved to take Agenda Item #16, #13, #7B, #14, #15 and #12 then return to the regular order of the meeting. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

**6. ITEM #16 – A RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FRATERNAL ORDER OF POLICE FOR LAKE BLUFF POLICE SERGEANTS**

President O’Hara reported in 2010 the Illinois Council of Police (ICOPs) was certified by the State to represent the Lake Bluff Police Sergeants on their first collectively bargained agreement. The agreement expired on April 30, 2014 and in July 2014 the Sergeants voted to authorize the Fraternal Order of Police Labor Council (FOP) to negotiate a contract on their behalf. The Village’s negotiation team – Labor Attorney Jill O’Brien, Finance Director Griffin, and Deputy Chief Hosking - met several times with FOP representative Kevin Krug and the Sergeants (labor team). On June 16<sup>th</sup> Mr. Krug advised Ms. O’Brien that the Sergeants ratified the agreement. She further reported the 3-year agreement commences on May 1, 2014 and expires on April 30, 2017. It provides for a 2.5% wage increase each year. The percentage increase is the same as the FOP contract for non-supervisory police officers. All provisions of this document mirror the FOP agreement with two exceptions. The first exception, which is also a change from the Sergeant’s ICOPs agreement, is for a 6 month probation period for new Sergeants which can be extended by the Police Chief for another 6 months from a 12 month period (18 months for new patrol officers.) The second exception requires Sergeants to rotate shifts annually instead of shift bidding based on seniority.

As there were no questions from the Board, Trustee Christensen moved to adopt the resolution. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Grenier and Meyer  
Nays: (0)  
Absent: (1) Josephitis

**7. ITEM #13 – A RESOLUTION APPROVING A SITE PLAN REVIEW FOR BERNIE’S BOOKS AT 917 NORTH SHORE DRIVE**

President O’Hara reported Bernie’s Book Bank (Petitioner), a charitable organization that distributes books to children in need, plans to relocate to 917 North Shore Drive. The Petitioner proposes adding a trellis, an entry canopy, and a wall at the entryway on the north side of the building. A wall sign is proposed on the entry wall and a ground sign is proposed east of the driveway. She further noted on June 2, 2015 the Architectural Board of Review (ABR) considered proposal and approved the signs as submitted and recommended Village Board approval of the proposed alterations to the building. In preparation for the Village Board’s consideration of the request, the neighboring property owners have been notified of the meeting date and a resolution has been prepared transmitting the ABR’s recommendation.

As there were no comments from the Board, Trustee Ankenman moved to adopt the resolution. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Grenier and Meyer  
Nays: (0)  
Absent: (1) Josephitis

**8. ITEM #7B – VILLAGE ADMINISTRATOR’S REPORT REGARDING A REQUEST FROM BERNIE’S BOOK BANK TO WAIVE OR REDUCE BUILDING PERMIT FEES FOR THE REMODELING OF 917 NORTH SHORE DRIVE**

President O'Hara reported Bernie's Book Bank, a charitable organization that distributes books to children in need, plans to relocate to Lake Bluff and move into the building at 917 North Shore Drive. On May 7, 2015 the Village received a letter from Brian Floriani, Founder and Executive Director of Bernie's Book Bank, requesting a waiver or reduction of fees associated with the remodeling of 917 North Shore Drive. As the cost of this construction work is \$946,436, it is estimated the fees for this project would amount to \$28,380 if no waiver or reduction were granted. She further noted similar requests have been considered on a case-by-case basis for other non-profit and governmental organizations.

Following a question from Trustee Meyer, Village Administrator Irvin expressed his belief the largest fee waiver was approved for the initial construction of CLCJAWA's water treatment facility.

Trustee Meyer inquired of the expenses the Village will incur. Village Administrator Irvin stated the expenditures would be the fees associated for the contractual services with the City of Lake Forest. He explained the building permit fee process and noted there has been an increase to cover ongoing maintenance of the Village roadways and other infrastructure damaged by construction activity.

Trustee Meyer inquired of the scope of the project. Village Administrator Irvin stated the exterior and interior of the existing building is being remodeled to fit their service needs. Trustee Meyer expressed his opinion a 10 to 15 percent reduction would be appropriate.

Trustee Grenier expressed his support for a reduction of fees. He further stated the Village should be careful about setting precedence when using tax dollars to support non-profit organizations.

Trustee Dewart advised that the Finance Committee recommended these types of requests be considered on an individual basis, and given the rather high fee, the Village should be cautious.

Mr. Brian Floriani, Bernie's Book Bank Founder and Executive Director, provided background history regarding the organization and inquired of the purpose of the building permit fee process. Village Administrator Irvin reviewed the building permit fee process and noted it was established to cover the Village's cost for providing regulatory services and maintenance of the Village's infrastructure impacted by the construction.

As there were no further comments, Trustee Meyer moved to approve a 15 percent reduction to the building permit fees for the remodeling of 917 North Shore Drive. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Grenier and Meyer  
Nays: (0)  
Absent: (1) Josephitis

**9. ITEM #14 – AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE'S PARKING REGULATIONS IN THE L-1 LIGHT INDUSTRY DISTRICT AND APPROVING A SITE PLAN FOR 101 S. WAUKEGAN ROAD**

President O'Hara reported on March 5, 2015 the Plan Commission and Zoning Board of Appeals (PCZBA) and the ABR conducted an informal workshop with representatives from Franklin 101 Waukegan, LLC (Petitioner) to review proposed modifications to the parking lot located at the Carriage Point Building (101 Waukegan Rd). On May 1<sup>st</sup> the Petitioner submitted a plan proposing to modify the site by reconfiguring the parking lot and adding various landscape elements.

President O'Hara reported at its meeting on May 20<sup>th</sup> the PCZBA conducted a public hearing regarding the proposal and: (1) recommended the Village Board approve zoning variations to allow parking in the front yard along Carriage Park Ave. and allow parking to encroach 65 ft. (86.67% variation) into the required front yard and (2) approved a zoning variation to allow reductions in the size of parking stalls from 10 ft. x 19.5 ft. to 9 ft. x 18 ft. (10% x 7.69%). The PCZBA's recommendation is conditioned on a) the Village Board's approval of the variations to allow parking in the front yard and b) the Petitioner to cooperate with the Village in the design and implementation of a pedestrian pathway along the north side of Carriage Park Ave. to increase connectivity throughout the Business Park.

In addition, President O'Hara reported on June 2<sup>nd</sup> the ABR continued the site plan review public hearing to allow the Petitioner additional time to respond to concerns for additional landscape plantings on the site. The ABR held a Special Meeting on June 11<sup>th</sup> and recommended the Village Board approve the following final proposed modifications to the property: 1) An increase of 107 parking spaces (from 244 to 351 spaces); 2) The installation of 19 new parking lot light fixtures; 3) Reconfiguration of the parking space locations and drive aisles and elimination of westerly entrance drive; and 4) Installation of additional landscaping along Carriage Park Ave., Waukegan Rd. and throughout the reconfigured parking lot. Portions of the landscape plantings are proposed for the Village's right-of-way. She further noted the Petitioner has submitted a letter requesting waiver of second reading.

Following a comment from Trustee Grenier, Village Administrator Irvin stated the PCZBA and ABR reviewed the preliminary landscape conceptual drawings and recommended the landscaping be placed in the side yard which is consistent with the Waukegan Road Corridor Study. A discussion followed.

President O'Hara stated the proposed landscape plan is consistent with the Waukegan Road Corridor Study as this action will allow property owners additional parking and make the area more attractive to perspective retail tenants as well as create a more viable Business Park.

In response to a comment from Trustee Dewart, A to VA Stanick stated there are currently two access drives from Carriage Park Avenue. The westerly access drive will be removed and the easterly drive will remain.

Mr. Donald Shoemaker of Franklin 101 Waukegan, LLC reviewed the landscape/tree removal plan and expressed his belief the interior improvements and additional parking will make the building more attractive.

Trustee Dewart moved to approve first reading of the ordinance. Trustee Ankenman seconded the motion. The motion passed on a unanimous voice vote.

President O'Hara inquired of the request to waive second reading. Mr. Shoemaker stated the waiver would allow them to complete the improvements and market the building in a timelier manner.

Trustee Grenier moved to waive second reading of the ordinance. Trustee Christensen seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Grenier and Meyer  
Nays: (0)  
Absent: (1) Josephitis

**10. ITEM #15 – A RESOLUTION APPROVING A LICENSE AGREEMENT TO USE A PORTION OF VILLAGE PROPERTY (101 S. Waukegan Road)**

President O'Hara reported on May 1, 2015 Franklin 101 Waukegan, LLC requested approval to use a portion of the Village-owned Carriage Park Avenue right-of-way to install and maintain certain improvements, including trees, landscaping and other related improvements. The Village owns and controls the right-of-way that is located along the south side of Carriage Park Avenue. She further noted similarly, the Village has approved other license agreements to authorize the installation of improvements such as landscaping on other Village owned property.

As there were no comments from the Board, Trustee Dewart moved to adopt the resolution. Trustee Christensen seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Grenier and Meyer  
Nays: (0)  
Absent: (1) Josephitis

President O'Hara suggested the order of the meeting be amended to take agenda #12 in advance of #6a. There were no objections from the Village Board.

**11. ITEM #12 – A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST FOR LEGGY BIRD DESIGNS AT 103 E. SCRANTON AVENUE**

President O'Hara reported on May 18, 2015 the Village received a sign permit application for a wall sign, window signs, and a door sign from Leggy Bird Designs, an interior design firm located at 103 E. Scranton Avenue. The ABR reviewed the proposed signs at its June 2, 2015 meeting and:

- Approved a wall sign, approximately 5 sq. ft. in size, that hangs above the entryway,
- Approved window signs for the storefront windows, and
- Recommended the Village Board grant an exemption from (Section 10-10-14B(2)) of the Sign Code to allow a door sign when other locations for signage are available.

President O'Hara reported in preparation for the Village Board's consideration of the request, the neighboring property owners have been notified of the meeting date and a resolution has been prepared transmitting the ABR's recommendation.

In response to a comment from Trustee Grenier, Village Administrator Irvin stated the proposed signage is consistent with other buildings on that particular block.

As there were no further comments from the Board, Trustee Dewart moved to adopt the resolution. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Grenier and Meyer  
Nays: (0)  
Absent: (1) Josephitis

**12. ITEM #6A – WARRANT REPORT FOR JUNE 16-30, 2015**

President O'Hara reported expenditure of Village funds for payment of invoices in the amount of \$279,516.10 for June 16-30, 2015.

As such, the total expenditures for this period is in the amount of \$279,516.10.

As there were no questions from the Board, Trustee Meyer moved to approve the Warrant Report. Trustee Christensen seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Grenier and Meyer  
Nays: (0)  
Absent: (1) Josephitis

**13. ITEM #6B – MAY 2015 FINANCIAL REPORT**

At President O'Hara's request, Finance Director Susan Griffin provided a brief summary of the May 2015 Finance Report, highlighting major revenue sources and expenditures for the period.

- Sales taxes for May 2014-March 2015 (FY15) are \$246,742 or 12% over the same period in 2013-14 on the strength of auto sales. Home rule sales tax of \$496,600 is 3.5% greater than last year;
- May has traditionally been the largest monthly receipt of state shared income tax revenue due to the filing of taxes in April. At \$102,570 May 2015 revenue is 18.6% greater than May 2014 and 5% greater than May 2013;
- Building permit revenue is \$44,650 in May 2015 compared to \$14,278 in May 2014;
- Capital project expenditures are minimal as projects begin in June with payouts in July;
- Contracts and commodities have increased this month due to the dispatching contract payment of \$141,000; and
- Water billed consumption is down from a reduction in billed consumption of 689,000 gallons. This resulted in a decline in water sales of \$2,591 (after accounting for the change in water rates from \$6.80 to \$6.95 effective May 1<sup>st</sup>).

Finance Director Griffin clarified her previous statement regarding the sewer charge and noted it was 6% less than the prior year.

As there were no questions from the Board, Trustee Ankenman moved to accept the Finance Report. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

**14. ITEM #7A – CONTINUATION OF THE VILLAGE ADMINISTRATOR’S REPORT:  
AN INFORMATIONAL REPORT FROM BUILDING CODES SUPERVISOR  
MICHAEL CROAK REGARDING DEPARTMENTAL ACTIVITIES**

Building Codes Supervisor Michael Croak reported on his responsibilities as Staff liaison for the ABR and the function of the Building Department which includes the zoning review process, property maintenance code enforcement, building code review and inspection, sign code review, energy conservation code, elevator inspection program, records and facilities management. He reviewed the 2009 – 2014 statistics relating to building permits and tree permits, as well as the new procedures regarding onsite permit issuance.

Building Codes Supervisor Croak stated the Village recently approved the construction debris recycling ordinance and noted contractors have been operating in accordance with the requirements outlined in the ordinance. In addition, he reported the State requires every government entity that distributes drinking water to have a viable water cross-connection program and explained the certification process.

Village Administrator Irvin commented on the recent trends that have occurred in the Building Department and noted Staff is reviewing the best methods to deal with the workload as a result of the increase in development activity.

Trustee Christensen commented on the reduction of Village Staff and stated the Village must be cognizant of the Village’s workload to ensure projects are completed in an appropriate manner. Village Administrator Irvin stated Staff will review the increase in permits and will provide information concerning organizational capacity at a future meeting.

**15. ITEM #7C – VILLAGE ADMINISTRATOR’S REPORT REGARDING THE  
DISPOSITION OF CERTAIN VILLAGE RECORDS**

Village Administrator Drew Irvin summarized the informational update regarding the conversion of paper documents into electronic files. A series of files have been converted and Staff will coordinate disposal pursuant to State law, presuming there are no concerns. There were no objections from the Board.

Village Administrator Irvin stated a temporary occupancy certificate was recently issued to Target, although, the Village is still waiting on the Illinois Department of Transportation approval for the traffic signals and other off-site improvements. He stated there are no specific limitations between Oxford Real Estate Equities and Target Corporation when the outlot buildings may open; therefore, one of the tenants has expressed a desire to open by July 4, 2015.

Village Administrator Irvin reported the Village Board, ABR, and PCZBA will host a joint visual preference workshop on Wednesday, June 24<sup>th</sup> to allow residents to participate in selecting a vision for the potential redevelopment of Central Business District Block Two and Block Three. Village Administrator Irvin stated the Village has discussed two methods to facilitate the redevelopment should the area be redeveloped and looks to establish design guidelines and modify zoning regulation that will provide a blueprint for future developers.

President O'Hara stated the goal is to provide potential developers with a conceptual direction regarding the Village's preference for potential redevelopment of Central Business District Block Two and Block Three.

**16. ITEM #8 - VILLAGE ATTORNEY'S REPORT**

Village Attorney Peter Friedman reported on the Supreme Court decision regarding sign regulations as a result Reed V. Gilbert, AZ (Court Case Number 11-15588). The Village Attorney will review the Village's current sign regulations with Village Staff to determine if any changes are needed.

**17. ITEM #9A – VILLAGE PRESIDENT'S REPORT**

Village President O'Hara reported on the upcoming Lake Bluff History Museum's 3<sup>rd</sup> Annual Antique Auto Show and Block Party scheduled for June 27<sup>th</sup>, the Fireman's Ball on July 3<sup>rd</sup>, and the 4<sup>th</sup> of July Parade.

The Village President is required by the municipal code to appoint members to the Village's various advisory Boards and Commissions, subject to the consent of the Board of Trustees. The following Village resident is recommended for appointment for a term expiring April 30, 2017. She reported that Ms. Davis is an active member of the senior center and longtime Village resident.

Senior Resources Commission: Mary Jo Davis

Trustee Ankenman moved to appoint Mary Jo Davis to the Senior Resources Commission. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

**18. ITEM #10 AND #11 – CONSENT AGENDA**

President O'Hara introduced the following Consent Agenda items for consideration:

10. Correspondence Delivered in the June 5 and 12, 2015 Informational Reports; and
11. Second Reading of an Ordinance Amending Provisions of Title III of the Lake Bluff Municipal Code Concerning the Number of Class A Liquor Licenses.

President O'Hara reported on June 8, 2015 the Village received a liquor license application from Target Corporation. The application seeks approval of a Class A license which authorizes the retail sale of alcohol, in the original package and not for consumption on the premises where sold, as well as limited alcohol tasting activities. Section 3-2-10 of the Municipal Code establishes the maximum

number of alcoholic beverage licenses (by classification) available for issuance. Currently the liquor regulations allow for two Class A licenses (held by Heinen's and Wisma). Therefore, it is recommended Section 3-2-10 of the Municipal Code be amended to increase the number of licenses for Class A from two to three. The Village Board approved first reading at its June 8<sup>th</sup> meeting.

Trustee Meyer moved to approve the Consent Agenda. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Grenier and Meyer  
Nays: (0)  
Absent: (1) Josephitis

**19. ITEM #17 – AN ORDINANCE REAPPOINTING AN ALTERNATE DIRECTOR TO REPRESENT THE VILLAGE OF LAKE BLUFF ON THE CENTRAL LAKE COUNTY JOINT ACTION WATER AGENCY**

President O'Hara reported pursuant to an intergovernmental agreement that established the Central Lake County Joint Action Water Agency (Agency), the Village Board is required to appoint one Director and one Alternate Director to serve on the Agency's Board of Directors. Village President O'Hara currently serves as Director through April 30, 2017, and Trustee Dewart was appointed in June 2011 to serve as Alternate Director for the term expiring April 30, 2015. The ordinance reappoints Trustee Dewart to serve as Alternate Director through April 30, 2019. She further reported that Village Engineer Jeff Hansen has assumed the position of Executive Committee Member with the Agency on behalf of the Village upon the retirement of former Village Engineer George Russell.

Trustee Ankenman moved to approve first reading of the ordinance. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

Trustee Christensen moved to waive second reading of the ordinance. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Grenier and Meyer  
Nays: (0)  
Absent: (1) Josephitis

**20. ITEM #18 – TRUSTEE'S REPORT**

There was no Trustee's report.

**21. ITEM #20 – CONSIDERATION OF THE MINUTES OF THE JUNE 8, 2015 EXECUTIVE SESSION MEETING**

Trustee Dewart moved to approve the June 8, 2015 Executive Session Meeting Minutes as presented. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

**22. ITEM #21 – ADJOURNMENT**

Trustee Grenier moved to adjourn the regular meeting. Trustee Christensen seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:27 p.m.

Respectfully Submitted,

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R. Drew Irvin  
Village Administrator

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Aaron Towle  
Village Clerk

**VILLAGE OF LAKE BLUFF  
REQUEST FOR BOARD ACTION**

**Agenda Item: 6a**

**Subject:** WARRANT REPORT FOR JULY 1-15, 2015 AND JUNE 2015  
PAYROLL EXPENDITURES

**Action Requested:** APPROVAL OF DISBURSEMENTS (Roll Call Vote)

**Originated By:** DIRECTOR OF FINANCE

**Referred To:** VILLAGE BOARD

**Summary of Background and Reason For Request:**

Expenditure of Village funds for payment of invoices in the amount of \$772,373.60 for July 1-15, 2015.

Expenditure of Village funds for payroll in the amount of \$259,038.45 for June 2015.

Total Expenditures of \$1,031,412.05

**Reports and Documents Attached:**

1. Warrant Report for July 1-15, 2015 \$ 772,373.60 (dated 7/13/15)

Note that the warrant report designates those checks issued prior to the Board's formal approval as manual checks "M" on the Warrant Report. These are checks that are prepared in advance of the warrant due to contractual or governmental/payroll tax obligations; to obtain a discount; or for extenuating circumstances that may arise.

2. FY2015-16 Payroll Report.

**Village Administrator's Recommendation:**

Approval of Warrant and Payroll in the total amount of **\$1,031,412.05**

**Date Referred to Village Board:** 7/13/2015



DATE: 07/08/15  
TIME: 13:20:15  
ID: AP441000.WOW

== VILLAGE OF LAKE BLUFF ==  
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 07/13/2015

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
AMERGAS AMERICAN GASES CORP.							
100563	06/30/15	01	CYLINDER RENTAL'S:6/14-9/13/15	01-80-910-43660		07/13/15	97.70
				MAINTENANCE SUPPLIES-BLDG			
						INVOICE TOTAL:	97.70
99910	05/31/15	01	OXYGEN TANKS:FIRE	01-70-730-43570		07/13/15	14.00
				OPERATING SUPPLIES			
						INVOICE TOTAL:	14.00
						VENDOR TOTAL:	111.70
AMERUNIT AMERICAN UNITED LIFE INSURANCE							
JULY 2015	06/23/15	01	GR TERM LIFE PREM:JULY 2015	01-20-102-20000		07/13/15	891.07
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	891.07
						VENDOR TOTAL:	891.07
ANDERPES ANDERSON PEST CONTROL							
3322088	04/01/15	01	PEST CONTROL: PSB	01-70-930-41000		07/13/15	66.15
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	66.15
3322089	04/01/15	01	EXTERIOR PEST CONTROL:PSB	01-70-930-41000		07/13/15	77.70
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	77.70
3362751	05/01/15	01	PEST CONTROL: PSB	01-70-930-41000		07/13/15	66.15
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	66.15
3375471	06/01/15	01	PEST CONTROL: PSB	01-70-930-41000		07/13/15	66.15
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	66.15
3375474	06/01/15	01	EXTERIOR PEST CONTROL: PSB	01-70-930-41000		07/13/15	77.70
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	77.70

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DATE: 07/08/15  
TIME: 13:20:15  
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --  
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 07/13/2015

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
ANDERPES ANDERSON PEST CONTROL							
3417980	07/01/15	01	PEST CONTROL:VILL HALL	01-60-900-41000		07/13/15	43.00
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	43.00
						VENDOR TOTAL:	396.85
AT & T AT & T							
1506 Z89-0083	06/16/15	01	VILLAGE HALL T-1 LINE	01-60-610-43210		07/13/15	382.02
				TELEPHONE			
						INVOICE TOTAL:	382.02
1506 Z97-5542	06/16/15	01	T-1 LINE PSB-PUB WKS	01-80-910-43210		07/13/15	397.71
				TELEPHONE			
						INVOICE TOTAL:	397.71
1506 Z99-9528	06/16/15	01	POLICE IPSAN CIRCUIT LINE	01-70-710-43210		07/13/15	1,061.86
				TELEPHONE			
						INVOICE TOTAL:	1,061.86
						VENDOR TOTAL:	1,841.59
ATLFIRST ATL FIRST AID, INC.							
11597	04/29/15	01	PUB WKS RAIN JACKETS/PANTS &	01-20-102-20000		07/13/15	1,163.80
		02	SAFETY T-SHIRTS	ACCOUNTS PAYABLE			
				** COMMENT **			
						INVOICE TOTAL:	1,163.80
11716	06/23/15	01	SAFETY GLASSES:PUB WKS	01-80-840-42420		07/13/15	86.40
				UNIFORMS			
						INVOICE TOTAL:	86.40
						VENDOR TOTAL:	1,250.20
BAKERPET PETER BAKER & SON CO.							
36070MB	06/28/15	01	ROAD PATCH:1.01 TONS	01-80-840-43690		07/13/15	291.76
				MAINTENANCE SUPPLIES-STREE			
						INVOICE TOTAL:	291.76

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BAKERPET PETER BAKER & SON CO.							
5063-LB01	06/05/15	01	2015 ROADWAY RESURFACING PROJ	01-80-840-49216		07/13/15	487,655.79
				STREET REHAB PROJECTS NON-			
						INVOICE TOTAL:	487,655.79
						VENDOR TOTAL:	487,947.55
BERRYTIR BERRY TIRE & AUTO							
287331	06/17/15	01	TIRES: SQUAD #25	01-70-710-43640		07/13/15	459.08
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	459.08
287504	06/22/15	01	TIRES: SQUAD #23 & 24	01-70-710-43640		07/13/15	1,304.88
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	1,304.88
288059	07/01/15	01	TRACTOR TIRES	01-80-870-43650		07/13/15	162.00
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	162.00
						VENDOR TOTAL:	1,925.96
BJORKSEA SEAN BJORK							
CREW MEAL 6/19	06/02/15	01	FF DUTY CREW MEAL: 6/19/15	01-70-730-40900		07/13/15	73.00
				OTHER EMPLOYEE BENEFITS			
						INVOICE TOTAL:	73.00
						VENDOR TOTAL:	73.00
BCBS BLUECROSS BLUE SHIELD OF IL							
JULY 2015	06/16/15	01	VILLAGE MEDICAL PREM:JULY 2015	01-20-102-20000		07/13/15	49,405.57
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	49,405.57
						VENDOR TOTAL:	49,405.57

CALUMETP CALUMET PACKAGING

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CALUMETP CALUMET PACKAGING							
740126	06/23/15	01	SMALL EQUIPMENT MAINT SUPPLIES	01-70-730-43650		07/13/15	336.70
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	336.70
						VENDOR TOTAL:	336.70
CLCJAWA CENTRAL LAKE COUNTY JOINT							
JUNE 2015	07/06/15	01	H2O PURCHASES-JUNE 2015	46-80-800-44100		07/13/15	53,549.08
				WATER PURCHASES			
						INVOICE TOTAL:	53,549.08
						VENDOR TOTAL:	53,549.08
CHITRICL CHICAGO TRIBUNE							
002070776	06/01/15	01	ZBA NOTICE:404 MOFFETT RD	01-20-202-20579		07/13/15	67.20
		02	BID NOTICE:FLASHING BEACONS	01-60-680-43400			94.40
		03	PUB NOTICE:WTR QUALITY REPORT	46-80-800-43400			615.00
				PRINTING			
						INVOICE TOTAL:	776.60
						VENDOR TOTAL:	776.60
CITYELEC C.E.S.							
GUR/002120	06/25/15	01	CREDIT-BULBS	01-80-910-43660		07/13/15	-63.50
				MAINTENANCE SUPPLIES-BLDG			
						INVOICE TOTAL:	-63.50
GUR/044702	06/22/15	01	BULBS:PUB WKS	01-80-910-43660		07/13/15	171.21
				MAINTENANCE SUPPLIES-BLDG			
						INVOICE TOTAL:	171.21
GUR/044797	06/26/15	01	BULBS FOR STREET LAMPS	01-80-840-43690		07/13/15	37.62
				MAINTENANCE SUPPLIES-STREE			
						INVOICE TOTAL:	37.62
						VENDOR TOTAL:	145.33

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-----							
BARNESDI CLASS C SOLUTIONS GROUP							
7614722001	06/17/15	01	CHAIN & CABLE LUBRICANT	01-80-870-43650		07/13/15	109.54
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	109.54
						VENDOR TOTAL:	109.54
COMCAST COMCAST CABLE							
6/19-7/18/15	06/12/15	01	P WKS CABLE TV/INTERNET ACCESS	01-80-910-43210		07/13/15	115.28
			TELEPHONE				
		02	6/19-7/18/15	** COMMENT **			
						INVOICE TOTAL:	115.28
JULY 2015	06/18/15	01	V HALL CABLE SRVC:JULY 2015	01-60-900-43230		07/13/15	6.32
			UTILITIES				
						INVOICE TOTAL:	6.32
						VENDOR TOTAL:	121.60
CROAKMIC MICHAEL CROAK							
FAN REIMBURSEMENT	06/09/15	01	FAN FOR V HALL BASEMENT	01-60-900-43660		07/13/15	35.68
				MAINTENANCE SUPPLIES-BUILD			
						INVOICE TOTAL:	35.68
						VENDOR TOTAL:	35.68
R0001527 ELIZABETH CROUCH							
H2O REFUND	05/29/15	01	REFUND FNL H2O:128 E WOODLAND	46-40-403-45000		07/13/15	145.51
				WATER SALES			
						INVOICE TOTAL:	145.51
						VENDOR TOTAL:	145.51
DAILYHER DAILY HERALD							
6/25-8/19/15	06/19/15	01	DAILY HERALD DELIVERY:V HALL	01-60-600-42460		07/13/15	82.40
				PUBLICATIONS			

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DAILYHER DAILY HERALD							
6/25-8/19/15	06/19/15	02	6/25-8/19/15			07/13/15	
				** COMMENT **			
						INVOICE TOTAL:	82.40
						VENDOR TOTAL:	82.40
DELTADEN DELTA DENTAL							
744801	07/01/15	01	PPO DENTAL PREMIUM:JULY 2015	01-20-102-20000		07/13/15	3,517.48
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	3,517.48
744803	07/01/15	01	HMO DENTAL PREMIUM:JULY 2015	01-20-102-20000		07/13/15	116.69
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	116.69
						VENDOR TOTAL:	3,634.17 M
R0001528 AMANDA DEMAS							
H2O REFUND	05/29/15	01	REFUND FNL H2O:346 E NORTH	46-40-403-45000		07/13/15	739.51
				WATER SALES			
						INVOICE TOTAL:	739.51
						VENDOR TOTAL:	739.51
DKORGAN DK ORGANICS, LLC							
JUNE 2015	06/01/15	01	YARDWASTE COMPOST:JUNE 2015	01-80-850-44670		07/13/15	4,386.50
				YARD WASTE DISPOSAL			
						INVOICE TOTAL:	4,386.50
						VENDOR TOTAL:	4,386.50
ERNIES ERNIE'S WRECKER SERVICE							
E122030	06/30/15	01	TOW #30214 TO RUSH TRUCK CNTR	01-80-840-41100		07/13/15	250.00
				MAINTENANCE-VEHICLES			
						INVOICE TOTAL:	250.00
						VENDOR TOTAL:	250.00

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-----							
ESSENEQU ESSENTIAL EQUIPMENT SOLUTIONS							
3691-3	05/20/15	01	CALIBRATE SENSIT GAS DETECTORS	01-70-730-41200		07/13/15	300.00
				MAINTENANCE EQUIPMENT			
						INVOICE TOTAL:	300.00
						VENDOR TOTAL:	300.00
FEECEOIL FEECE OIL COMPANY							
3364286	06/26/15	01	GASOLINE:1201 GALLONS	01-10-301-55100		07/13/15	3,283.89
				GASOLINE INVENTORY			
						INVOICE TOTAL:	3,283.89
						VENDOR TOTAL:	3,283.89
FIRSTAYD 1ST AYD CORP.							
706623	06/17/15	01	VEHICLE SUPPLIES	46-80-800-43640		07/13/15	140.38
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	140.38
						VENDOR TOTAL:	140.38
GLOBALCO GLOBALCOM INC							
12817735	06/23/15	01	PRI/VOIP TELEPHONE SRVC.	01-60-600-43210		07/13/15	65.05
				TELEPHONE			
		02	PRI/VOIP TELEPHONE SRVC.	01-60-610-43210			65.05
				TELEPHONE			
		03	PRI/VOIP TELEPHONE SRVC.	01-60-680-43210			65.05
				TELEPHONE			
		04	PRI/VOIP TELEPHONE SRVC.	01-70-710-43210			65.05
				TELEPHONE			
		05	PRI/VOIP TELEPHONE SRVC.	01-70-711-43210			86.95
				TELEPHONE			
		06	PRI/VOIP TELEPHONE SRVC.	01-70-730-43210			43.27
				TELEPHONE			
		07	PRI/VOIP TELEPHONE SRVC.	01-80-910-43210			43.27
				TELEPHONE			
						INVOICE TOTAL:	433.69
						VENDOR TOTAL:	433.69

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-----							
GRAINGER W. W. GRAINGER, INC.							
9768024151	06/16/15	01	FOLDING TABLES:V HALL BOARD RM	01-80-910-45900		07/13/15	320.40
				MINOR EQUIPMENT			
						INVOICE TOTAL:	320.40
9769248122	06/17/15	01	KEY RINGS:PUB WKS	01-80-840-43650		07/13/15	22.04
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	22.04
9772791639	06/22/15	01	TREE MARKING RIBBON	01-80-860-43650		07/13/15	33.00
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	33.00
						VENDOR TOTAL:	375.44
HDSUPPLY HD SUPPLY WATERWORKS, LTD							
E067889	06/16/15	01	WATER METER INSTALLATION PARTS	46-80-800-43575		07/13/15	20.00
		02	MARKING PAINT	46-80-800-43670			11.40
				MAINTENANCE SUPPLIES-UTILI			
						INVOICE TOTAL:	31.40
E073117	06/17/15	01	WATER METER DUAL PORT DEVICES	46-80-800-43575		07/13/15	700.00
				WATER METERS			
						INVOICE TOTAL:	700.00
						VENDOR TOTAL:	731.40
HOMEDEPO HOME DEPOT CREDIT SERVICES							
2014367	06/28/15	01	VACCUM FILTERS:PUB WKS	01-80-910-43660		07/13/15	24.97
				MAINTENANCE SUPPLIES-BLDG			
						INVOICE TOTAL:	24.97
						VENDOR TOTAL:	24.97
ICMA RET ICMA RETIREMENT TRUST 457							

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-----								
ICMA RET ICMA RETIREMENT TRUST 457								
6/25 PAYROLL DEDUCT	06/25/15	01	6/25 'EE PAYROLL DEDUCTION	01-20-102-45000		07/13/15	168.84	
				ICMA 457 PLAN PAYABLE				
		02	6/25 'EE PAYROLL DEDUCTION	01-20-102-45000			422.08	
				ICMA 457 PLAN PAYABLE				
		03	6/25 'EE PAYROLL DEDUCTION	01-20-102-45000			201.29	
				ICMA 457 PLAN PAYABLE				
						INVOICE TOTAL:	792.21	M
6/25 W/H	06/25/15	01	6/25 'EE W/H	01-20-102-45000		07/13/15	3,137.25	
				ICMA 457 PLAN PAYABLE				
						INVOICE TOTAL:	3,137.25	M
7/9 PAYROLL DEDUCT	07/09/15	01	7/9 'EE PAYROLL DEDUCTION	01-20-102-45000		07/13/15	168.84	
				ICMA 457 PLAN PAYABLE				
		02	7/9 'EE PAYROLL DEDUCTION	01-20-102-45000			422.08	
				ICMA 457 PLAN PAYABLE				
		03	7/9 'EE PAYROLL DEDUCTION	01-20-102-45000			201.29	
				ICMA 457 PLAN PAYABLE				
						INVOICE TOTAL:	792.21	M
7/9 W/H	07/09/15	01	7/9 'EE W/H	01-20-102-45000		07/13/15	3,433.68	
				ICMA 457 PLAN PAYABLE				
						INVOICE TOTAL:	3,433.68	M
						VENDOR TOTAL:	8,155.35	
IFOP IL FRATERNAL ORDER OF POLICE								
6/11 W/H	06/11/15	01	'EE W/HELD FOP DUES:6/11/15	01-20-102-49000		07/13/15	279.50	
				UNION DUES PAYABLE				
						INVOICE TOTAL:	279.50	
6/25 W/H	06/25/15	01	'EE W/HELD FOP DUES:6/25/15	01-20-102-49000		07/13/15	279.50	
				UNION DUES PAYABLE				
						INVOICE TOTAL:	279.50	
						VENDOR TOTAL:	559.00	M

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-----							
IAPEM IL ASSOC OF PROPERTY&EVIDENCE							
2015 DUES:GEHRKE	10/26/14	01	MEMBERSHIP DUES:SGT GEHRKE	01-70-710-42440		07/13/15	35.00
			DUES				
						INVOICE TOTAL:	35.00
						VENDOR TOTAL:	35.00
IILCENTRA ILLINOIS CENTURY NETWORK							
T1536112	06/23/15	01	INTERNET SRVC PROVIDER:MAY 15	01-60-610-41300		07/13/15	76.00
			COMPUTER SERVICES				
						INVOICE TOTAL:	76.00
						VENDOR TOTAL:	76.00
IEEPA ILLINOIS ENVIRON PROTECT AGENC							
2015 NPDES PERMIT	06/26/15	01	NPDES ANNUAL PERMIT FEE:2015	46-80-800-41304		07/13/15	1,000.00
			OTHER PROFESSIONAL SERVICE				
						INVOICE TOTAL:	1,000.00
						VENDOR TOTAL:	1,000.00
00000726 ILLINOIS SECRETARY OF STATE							
SEIZED VEHICLES	06/24/15	01	TITLES:FORFEITURE VEHICLES	01-70-710-43640		07/13/15	190.00
			MAINTENANCE SUPPLIES-VEHIC				
						INVOICE TOTAL:	190.00
						VENDOR TOTAL:	190.00
ILSTPOLI ILLINOIS STATE POLICE							
LIQUOR CONTROL	05/01/15	01	LIVE SCAN LIQUOR CONTROL	01-70-710-41304		07/13/15	148.75
			OTHER PROFESSIONAL SERVICE				
						INVOICE TOTAL:	148.75
						VENDOR TOTAL:	148.75
IUOEADM INT'L UNION OF OPER ENGINEERS							

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-----								
IUOEADM INT'L UNION OF OPER ENGINEERS								
6/25 W/H	06/25/15	01	6/25 'EE IUOE ADMIN DUES	01-20-102-49000		07/13/15	312.48	M
				UNION DUES PAYABLE				
						INVOICE TOTAL:	312.48	
7/9 W/H	07/09/15	01	7/9 'EE IUOE ADMIN DUES	01-20-102-49000		07/13/15	312.48	M
				UNION DUES PAYABLE				
						INVOICE TOTAL:	312.48	
						VENDOR TOTAL:	624.96	
IUOEMEMB INT'L UNION OF OPER ENGINEERS								
6/25 W/H	06/25/15	01	6/25 'EE IUOE MEMBERSHIP DUES	01-20-102-49000		07/13/15	82.39	M
				UNION DUES PAYABLE				
						INVOICE TOTAL:	82.39	
7/9 W/H	07/09/15	01	7/9 'EE IUOE MEMBERSHIP DUES	01-20-102-49000		07/13/15	82.39	M
				UNION DUES PAYABLE				
						INVOICE TOTAL:	82.39	
						VENDOR TOTAL:	164.78	
INTERDEV INTERDEV, LLC								
1004505	06/30/15	01	IT ADMINISTRATION:JUNE 2015	01-60-610-41300		07/13/15	4,993.81	
				COMPUTER SERVICES				
						INVOICE TOTAL:	4,993.81	
						VENDOR TOTAL:	4,993.81	
INTESTAT INTERSTATE BATTERY SYSTEM OF								
1903901009190	06/23/15	01	VEHICLE REMOTE BATTERIES:PD	01-70-710-43650		07/13/15	7.20	
				MAINTENANCE SUPPLIES-EQUIP				
						INVOICE TOTAL:	7.20	
						VENDOR TOTAL:	7.20	
IRVINDRE R. DREW IRVIN								

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IRVINDRE R. DREW IRVIN							
2015 ICMA CONF/DUES	07/07/15	01	ICMA MEMBER DUES	01-60-600-42440		07/13/15	1,400.00
		02	ICMA CONF:TRAVEL/HOTEL	01-60-600-42410			2,084.63
				CONFERENCES			
						INVOICE TOTAL:	3,484.63
2015-16 ILCMA DUES	07/01/15	01	2015-16 ILCMA MEMBER DUES	01-60-600-42440		07/13/15	413.00
				DUES			
						INVOICE TOTAL:	413.00
						VENDOR TOTAL:	3,897.63
J&BMEDSU J & B MEDICAL SUPPLY							
2177924	04/14/15	01	FIRST AID SUPPLIES:FIRE	01-70-730-43570		07/13/15	48.45
				OPERATING SUPPLIES			
						INVOICE TOTAL:	48.45
						VENDOR TOTAL:	48.45
KOSKOFKA KOSKO FLAGS & FLAGPOLES LLC							
11536	06/23/15	01	FLAGS:V HALL,V GREEN & PSB	01-60-900-43660		07/13/15	248.80
				MAINTENANCE SUPPLIES-BUILD			
						INVOICE TOTAL:	248.80
						VENDOR TOTAL:	248.80
KRUMSEEJ JOHN KRUMSEE							
EMT LIC RENEWAL	06/24/15	01	EMT LIC RENEWAL:STEVE WILLARD	01-70-730-42420		07/13/15	20.00
				UNIFORMS			
						INVOICE TOTAL:	20.00
EMT LIC:CASTRO	07/07/15	01	EMT LIC RENEWAL:RICH CASTRO	01-70-730-42420		07/13/15	20.00
				UNIFORMS			
						INVOICE TOTAL:	20.00
						VENDOR TOTAL:	40.00

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POLPEN LAKE BLUFF POLICE PENSION FUND								
6/25 W/H	06/25/15	01	6/25 'EE POLPEN W/HELD	01-20-102-45500		07/13/15	4,836.99	M
				POLICE PENSION EE CONTRIBU				
						INVOICE TOTAL:	4,836.99	
7/9 W/H	07/09/15	01	7/9 'EE POLPEN W/HELD	01-20-102-45500		07/13/15	5,702.89	M
				POLICE PENSION EE CONTRIBU				
						INVOICE TOTAL:	5,702.89	
						VENDOR TOTAL:	10,539.88	
LAKFORBP LAKE FOREST BP								
JUNE 2015	06/09/15	01	SQUADS WASHED:JUNE 2015	01-70-710-41100		07/13/15	28.00	
				MAINTENANCE-VEHICLES				
						INVOICE TOTAL:	28.00	
						VENDOR TOTAL:	28.00	
LANERMUC LANER, MUCHIN, DOMBROW, BECKER								
466885	06/01/15	01	POLICE LABOR NEGOT:5/20/15	01-70-710-41350		07/13/15	1,062.50	
				LEGAL SERVICES				
						INVOICE TOTAL:	1,062.50	
468357	07/01/15	01	POLICE LABOR NEGOT:6/20/15	01-70-710-41350		07/13/15	118.35	
				LEGAL SERVICES				
		02	POLICE GENRL LABOR:6/20/15	01-70-710-41350			85.00	
				LEGAL SERVICES				
						INVOICE TOTAL:	203.35	
						VENDOR TOTAL:	1,265.85	
LECHNER LECHNER & SONS UNIFORM RENTAL								
2038988	06/19/15	01	UNIFORMS: FORESTRY	01-80-860-42420		07/13/15	4.79	
				UNIFORMS				
		02	UNIFORMS: STREETS	01-80-840-42420			22.91	
				UNIFORMS				

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-----							
LECHNER	LECHNER & SONS UNIFORM RENTAL						
2038988	06/19/15	03	UNIFORMS: SEWERS	01-80-890-42420		07/13/15	1.72
			UNIFORMS				
		04	UNIFORMS: PUB WKS	01-80-910-42420			18.37
			UNIFORMS				
		05	UNIFORMS: WATER	46-80-800-42420			1.00
			UNIFORMS				
		06	PUB WKS OPERATING SUPPLIES	01-80-910-43660			10.23
			MAINTENANCE SUPPLIES-BLDG				
						INVOICE TOTAL:	59.02
2041751	06/26/15	01	UNIFORMS: FORESTRY	01-80-860-42420		07/13/15	4.79
			UNIFORMS				
		02	UNIFORMS: STREETS	01-80-840-42420			22.91
			UNIFORMS				
		03	UNIFORMS: SEWERS	01-80-890-42420			1.72
			UNIFORMS				
		04	UNIFORMS: PUB WKS	01-80-910-42420			18.37
			UNIFORMS				
		05	UNIFORMS: WATER	46-80-800-42420			1.00
			UNIFORMS				
		06	PUB WKS OPERATING SUPPLIES	01-80-910-43660			10.23
			MAINTENANCE SUPPLIES-BLDG				
						INVOICE TOTAL:	59.02
2045033	07/03/15	01	UNIFORMS: FORESTRY	01-80-860-42420		07/13/15	4.79
			UNIFORMS				
		02	UNIFORMS: STREETS	01-80-840-42420			22.91
			UNIFORMS				
		03	UNIFORMS: SEWERS	01-80-890-42420			1.72
			UNIFORMS				
		04	UNIFORMS: PUB WKS	01-80-910-42420			18.37
			UNIFORMS				
		05	UNIFORMS: WATER	46-80-800-42420			1.00
			UNIFORMS				

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-----							
LECHNER LECHNER & SONS UNIFORM RENTAL							
2045033	07/03/15	06	PUB WKS OPERATING SUPPLIES	01-80-910-43660		07/13/15	10.23
				MAINTENANCE SUPPLIES-BLDG			
						INVOICE TOTAL:	59.02
						VENDOR TOTAL:	177.06
LINDEMAN LINDEMANN HOME SERVICES							
27975	06/12/15	01	CLEAN GUTTERS:V HALL & PSB	01-70-930-41000		07/13/15	229.00
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	229.00
28081	06/18/15	01	CLEAN GUTTERS:PUB WKS	01-80-910-41000		07/13/15	159.00
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	159.00
						VENDOR TOTAL:	388.00
MC MASTE MC MASTER-CARR SUPPLY CO.							
33425242	06/29/15	01	HOSE REEL & CONNECTIONS:FIRE	01-70-730-43650		07/13/15	587.81
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	587.81
						VENDOR TOTAL:	587.81
MGNLOCK MGN LOCK-KEY & SAFES, INC.							
54438	06/19/15	01	REP'R DOOR:PSB	01-70-710-41200		07/13/15	163.00
				MAINTENANCE EQUIPMENT			
						INVOICE TOTAL:	163.00
						VENDOR TOTAL:	163.00
MOEWF MIDWEST OP ENGINEERS LOCAL 150							
AUG 2015	06/19/15	01	P WKS 'EE MED INS:AUG 2015	01-20-102-20000		07/13/15	1,300.00
				ACCOUNTS PAYABLE			

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-----							
MOEWF	MIDWEST OP ENGINEERS LOCAL 150						
AUG 2015	06/19/15	02	P WKS FAMILY MED INS:AUG 2015	01-20-102-20000		07/13/15	8,000.00
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	9,300.00
						VENDOR TOTAL:	9,300.00
MONROETR	MONROE TRUCK EQUIPMENT						
5299585	06/25/15	01	TAILGATE PIN #30214	01-80-840-43650		07/13/15	83.44
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	83.44
						VENDOR TOTAL:	83.44
NAPA	NAPA AUTO SUPPLY						
552120	03/25/15	01	VEHICLE SUPPLIES ENG #4570	01-70-730-43640		04/24/15	60.77
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	60.77
						VENDOR TOTAL:	60.77
NATBUSFR	NATIONAL BUSINESS FURNITURE						
ZJ887622-TDQ	06/30/15	01	(2) OFFICE CHAIRS	01-60-680-43550		07/13/15	710.00
				OFFICE SUPPLIES			
						INVOICE TOTAL:	710.00
						VENDOR TOTAL:	710.00
NCPERS	0132-NCPERS GROUP LIFE INS.						
JULY 2015	06/23/15	01	'EE ADDL LIFE:JULY 2015	01-20-102-65000		07/13/15	16.00
				FLEXIBLE BENEFIT PAYABLE			
						INVOICE TOTAL:	16.00
						VENDOR TOTAL:	16.00
NEOPOST	NEOPOST USA INC						

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-----							
NEOPOST NEOPOST USA INC							
14593183	06/19/15	01	POSTAGE MACHINE INK CARTRIDGE	01-60-610-43550		07/13/15	226.99
				OFFICE SUPPLIES			
						INVOICE TOTAL:	226.99
						VENDOR TOTAL:	226.99
R0001529 SHARON NICHOLS							
VEH LIC REFUND	07/02/15	01	REFUND VEH STICKER-SOLD CAR	01-40-303-16000		07/13/15	36.67
				VEHICLE LICENSES			
						INVOICE TOTAL:	36.67
						VENDOR TOTAL:	36.67
NEMRT NORTH EAST MULTI-REGIONAL TRNG							
197575	06/09/15	01	TRNG:WEIGHT SCALE CERTIFICATN:	01-70-710-42400		07/13/15	35.00
		02	OFCR SZALKOWSKI	TRAINING/EDUCATION			
				** COMMENT **			
						INVOICE TOTAL:	35.00
						VENDOR TOTAL:	35.00
NORTSHO NORTH SHORE GAS							
6/24 PSB GENERATOR	06/26/15	01	PSB GENERATOR:5/26-6/24/15	01-70-930-43230		07/13/15	92.53
				UTILITIES			
						INVOICE TOTAL:	92.53
611 WALNUT 6/24	06/26/15	01	GAS:611 WALNUT 5/26-6/24/15	01-60-940-43230		07/13/15	30.32
				UTILITIES			
						INVOICE TOTAL:	30.32
GASLITES 6/24/15	06/26/15	01	GAS LITES:5/26-6/24/15	01-80-840-43230		07/13/15	348.47
				UTILITIES/STREET LIGHTS			
						INVOICE TOTAL:	348.47
						VENDOR TOTAL:	471.32

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R0001531 NORTH SHORE PRESCHOOL							
ZONING ESCROW REFUND	07/08/15	01	ZONING ESCROW BAL:917 SHRWD TR	01-20-202-20578		07/13/15	1,099.56
			ZONING ESCROW-NORTHSHORE P				
						INVOICE TOTAL:	1,099.56
						VENDOR TOTAL:	1,099.56
NELECTRI NORTHERN ELECTRIC SERVICE, INC							
REP'L GFI OUTLET:VH	06/24/15	01	REP'L GFI OUTLET:V HALL	01-60-900-41000		07/13/15	66.62
			MAINTENANCE-BUILDING				
						INVOICE TOTAL:	66.62
						VENDOR TOTAL:	66.62
OLSONOIL OLSON SERVICE CO.							
0039868	06/26/15	01	DIESEL:1020.3 GALLONS	01-10-301-55100		07/13/15	2,320.15
			GASOLINE INVENTORY				
						INVOICE TOTAL:	2,320.15
						VENDOR TOTAL:	2,320.15
PACIFIC PACIFIC TELEMAGEMENT SERVICE							
756785.	06/19/15	01	PAY PHONE:PSB LOBBY-JUL 2015	01-70-710-43210		07/13/15	76.50
			TELEPHONE				
		02	PAY PHONE:JAIL INTAKE-JUL 2015	01-70-710-43210			76.50
			TELEPHONE				
						INVOICE TOTAL:	153.00
						VENDOR TOTAL:	153.00
R0001526 RANDOLPH PERKINS							
VEH LIC REFUND	06/22/15	01	REFUND:DUP VEH LIC PURCHASED	01-40-303-16000		07/13/15	55.00
			VEHICLE LICENSES				
						INVOICE TOTAL:	55.00
						VENDOR TOTAL:	55.00

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-----							
PERSPECT PERSPECTIVES							
81360	07/01/15	01	'EE ASSISTANCE PROGRAM ANN'L:	01-60-600-40900		07/13/15	879.32
				OTHER EMPLOYEE BENEFITS			
		02	7/1/15-6/30/16	** COMMENT **			
						INVOICE TOTAL:	879.32
						VENDOR TOTAL:	879.32
R0001532 PRAIRIE PERSPECTIVE LLC							
ZONING ESCROW REFUND	07/08/15	01	ZONING ESCROW BAL:PRAIRIE	01-20-202-20577		07/13/15	512.38
				ZONING ESCROW-PRAIRIE ESPR			
		02	ESPRESSO	** COMMENT **			
						INVOICE TOTAL:	512.38
						VENDOR TOTAL:	512.38
PRECSERV PRECISION SERVICE & PARTS, INC							
13483T	06/24/15	01	BATTERY SQD #21	01-70-710-43640		07/13/15	71.88
				MAINTENANCE SUPPLIES-VEHIC			
		02	BATTERY #526	01-80-870-43640			75.01
				MAINTENANCE SUPPLIES-VEHIC			
		03	BATTERIES #840	01-80-860-43640			195.02
				MAINT. SUPPLIES-VEHICLES			
						INVOICE TOTAL:	341.91
30CN012158	06/17/15	01	CREDIT	01-70-710-43640		07/13/15	-7.44
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	-7.44
30IV050750	06/12/15	01	SPARK PLUGS/OIL FILTERS	01-70-710-43640		07/13/15	89.04
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	89.04
30IV051395	06/17/15	01	BRAKES #850	01-80-860-43640		07/13/15	425.77
				MAINT. SUPPLIES-VEHICLES			
						INVOICE TOTAL:	425.77

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PRECSERV PRECISION SERVICE & PARTS, INC							
30IV051396	06/17/15	01	BRAKES SQD #22	01-70-710-43640		07/13/15	441.54
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	441.54
						VENDOR TOTAL:	1,290.82
PREMIERD PREMIER DOOR CORPORATION							
13013	06/25/15	01	PUB WKS GARAGE DOORS MAINT.	01-80-910-41000		07/13/15	130.00
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	130.00
						VENDOR TOTAL:	130.00
RECORDIN RECORD INFORMATION SERVICES							
39184	06/25/15	01	PUBLIC RECORDS INFORMATION	01-60-680-41304		07/13/15	575.00
		02	SUBSCRIPTION 7/1/15-7/1/16	OTHER PROFESSIONAL SERVICE			
				** COMMENT **			
						INVOICE TOTAL:	575.00
						VENDOR TOTAL:	575.00
RONDOUT RONDOUT SERVICE CENTER							
TOW VEH:FF TRNG	06/04/15	01	TOW VEHICLES FOR FF TRNG	01-70-730-42400		07/13/15	450.00
				TRAINING/EDUCATION			
						INVOICE TOTAL:	450.00
						VENDOR TOTAL:	450.00
RUSHTRUC RUSH TRUCK CENTER-GRAYSLAKE							
98411473	06/17/15	01	ENGINE REP'R #302	01-80-840-41100		07/13/15	292.01
				MAINTENANCE-VEHICLES			
						INVOICE TOTAL:	292.01
						VENDOR TOTAL:	292.01
SAFEGUAR SAFEGUARD BUSINESS SYSTEMS							

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-----							
SAFEGUAR SAFEGUARD BUSINESS SYSTEMS							
C5TVZK	06/26/15	01	ACCTS PAYABLE CHECK STOCK	01-60-610-43550		07/13/15	421.73
			OFFICE SUPPLIES				
						INVOICE TOTAL:	421.73
						VENDOR TOTAL:	421.73
R0001530 JOAN JILL SCHEER							
H2O REFUND	04/24/15	01	REFUND FNL H2O:209 E SHER RD	46-40-403-45000		07/13/15	207.59
			WATER SALES				
						INVOICE TOTAL:	207.59
						VENDOR TOTAL:	207.59
SHEPKATH KATHY SHEPPARD							
MRKT MANAGER 6/19	07/07/15	01	FARMER'S MRKT MANAGER 6/19/15	01-60-650-44610		07/13/15	170.00
			FARMER'S MARKET				
						INVOICE TOTAL:	170.00
						VENDOR TOTAL:	170.00
SHERAUTO SHERIDAN AUTO PARTS							
869618	06/25/15	01	OIL/AIR FILTERS #111	01-80-850-43640		07/13/15	16.31
			MAINTENANCE SUPPLIES-VEHIC				
						INVOICE TOTAL:	16.31
870276	06/30/15	01	SWITCH FOR TILLER	01-80-870-43650		07/13/15	7.35
			MAINTENANCE SUPPLIES-EQUIP				
						INVOICE TOTAL:	7.35
						VENDOR TOTAL:	23.66
SIKICH SIKICH, LLP							
222431	06/22/15	01	PAY #1 FY15 AUDIT	01-60-610-41304		07/13/15	3,000.00
			OTHER PROFESSIONAL SERVICE				
						INVOICE TOTAL:	3,000.00
						VENDOR TOTAL:	3,000.00

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-----							
SIRCHIE SIRCHIE FINGERPRINT LAB							
0212060-IN	06/16/15	01	POLICE EVIDENCE SUPPLIES	01-70-710-43570		07/13/15	169.19
			OPERATING SUPPLIES				
						INVOICE TOTAL:	169.19
						VENDOR TOTAL:	169.19
STANICKB BRANDON STANICK							
80217	06/25/15	01	AICP EXAM REG'N	01-60-600-42400		07/13/15	425.00
			TRAINING/EDUCATION				
						INVOICE TOTAL:	425.00
80219	06/25/15	01	AICP EXAM PREP 3.0	01-60-600-42400		07/13/15	249.00
			TRAINING/EDUCATION				
						INVOICE TOTAL:	249.00
						VENDOR TOTAL:	674.00
STAPLES STAPLES ADVANTAGE							
3268643341	06/11/15	01	OFFICE SUPPLIES:POLICE	01-70-710-43550		07/13/15	48.99
			OFFICE SUPPLIES				
						INVOICE TOTAL:	48.99
3268844712	06/13/15	01	OFFICE SUPPLIES:POLICE	01-70-710-43550		07/13/15	153.95
			OFFICE SUPPLIES				
						INVOICE TOTAL:	153.95
						VENDOR TOTAL:	202.94
STATEDIS STATE DISBURSEMENT UNIT							
6/25 PAYROLL DEDUCT	06/25/15	01	6/25 'EE PAYROLL DEDUCTION	01-20-102-51000		07/13/15	579.69
			WAGE ASSIGNMENT PAYABLE				
						INVOICE TOTAL:	579.69
7/9 PAYROLL DEDUCT	07/09/15	01	7/9 'EE PAYROLL DEDUCTION	01-20-102-51000		07/13/15	579.69
			WAGE ASSIGNMENT PAYABLE				
						INVOICE TOTAL:	579.69
						VENDOR TOTAL:	1,159.38

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SWANTONK KATHLEEN SWANTON							
JUNE 2015	07/07/15	01	FARMRS' MKT MANAGR:6/12 & 6/26	01-60-650-44610		07/13/15	340.00
			FARMER'S MARKET				
						INVOICE TOTAL:	340.00
						VENDOR TOTAL:	340.00
T&TREPRO T & T REPRODUCTION							
37215	07/01/15	01	PRINT TREE PERMIT PLACARDS	01-80-860-43400		07/13/15	177.00
				PRINTING			
		02	MISC COPIES	01-60-680-43400			7.35
				PRINTING			
						INVOICE TOTAL:	184.35
						VENDOR TOTAL:	184.35
TERMINAL TERMINAL SUPPLY CO.							
31081-00	06/24/15	01	LED STROBE LAMPS #840	01-80-860-43650		07/13/15	139.82
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	139.82
						VENDOR TOTAL:	139.82
THEEXCHA THE CHEVY EXCHANGE							
123387	06/25/15	01	SUSPENSION REP'R/ALIGNMENT:	01-70-710-41100		07/13/15	984.68
				MAINTENANCE-VEHICLES			
		02	SQD #24	** COMMENT **			
						INVOICE TOTAL:	984.68
39026	06/18/15	01	TAIL LIGHT HARNESS SQD #24	01-70-710-43640		07/13/15	46.50
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	46.50
39049	06/19/15	01	HOSE SQD #24	01-70-710-43640		07/13/15	20.76
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	20.76

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THEEXCHA THE CHEVY EXCHANGE							
39054	06/19/15	01	WIPER ARM SQD #23	01-70-710-43640		07/13/15	36.22
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	36.22
CM39049	06/19/15	01	CREDIT-WRONG PART	01-70-710-43640		07/13/15	-20.76
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	-20.76
						VENDOR TOTAL:	1,067.40
UNIONPAC UNION PACIFIC RAILROAD CO.							
FEB-APR 2015	06/23/15	01	FEB-APRIL 2015 LEASE PAYMENTS	01-20-102-20000		07/13/15	8,302.56
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	8,302.56
						VENDOR TOTAL:	8,302.56
UNCOFFEE UNITED COFFEE SERVICE, INC.							
547935	06/22/15	01	COFFEE & SUPPLIES:POLICE	01-70-930-43660		07/13/15	121.10
				MAINTENANCE SUPPLIES-BLDG			
		02	KITCHEN SUPPLIES:POLICE	01-70-930-43660			37.90
				MAINTENANCE SUPPLIES-BLDG			
						INVOICE TOTAL:	159.00
548056	06/26/15	01	COFFEE & SUPPLIES:V HALL	01-60-900-43660		07/13/15	231.95
				MAINTENANCE SUPPLIES-BUILD			
		02	(1) 5 GAL BOTTLED WATER:V HALL	01-60-900-43660			7.85
				MAINTENANCE SUPPLIES-BUILD			
						INVOICE TOTAL:	239.80
548095	06/29/15	01	COFFEE SUPPLIES:V HALL	01-60-900-43660		07/13/15	9.90
				MAINTENANCE SUPPLIES-BUILD			
						INVOICE TOTAL:	9.90
						VENDOR TOTAL:	408.70

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-- VILLAGE OF LAKE BLUFF --  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/13/2015

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
USPOSTAL UNITED STATES POSTAL SERVICE							
ADD'L POSTAGE	06/30/15	01	ADD'L POSTAGE FOR WTR BILLING	46-80-800-43300		07/13/15	7.00
			POSTAGE				
						INVOICE TOTAL:	7.00
WTR BILLING:JUN 2015	06/29/15	01	POSTAGE:CYCLE #01 WTR BILLING	46-80-800-43300		07/13/15	277.84
			POSTAGE				
						INVOICE TOTAL:	277.84
						VENDOR TOTAL:	284.84
UPS UPS							
0000Y6394W265	06/27/15	01	UPS ADD'L:INVOICE 0000Y6394W22	01-70-730-43300		07/13/15	3.56
			POSTAGE				
						INVOICE TOTAL:	3.56
0000Y6394W275	07/04/15	01	6/19 UPS:DEAN GALLOWAY:FIRE	01-70-730-43300		07/13/15	12.44
			POSTAGE				
						INVOICE TOTAL:	12.44
						VENDOR TOTAL:	16.00
VILLOFGL VILLAGE OF GLENVIEW							
7115	11/04/14	01	PSB LOBBY COMPUTER/WEBCAM FY15	01-20-102-20000		07/13/15	1,498.98
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	1,498.98
7333	06/17/15	01	CODE RED NOTIFICATION SYSTEM	01-70-711-41301		07/13/15	4,059.53
				COMMUNICATIONS SERVICE			
						INVOICE TOTAL:	4,059.53
7348	07/01/15	01	DSPTCH:FY16 OPERATNG COST 3Q15	01-70-711-41301		07/13/15	69,300.57
				COMMUNICATIONS SERVICE			
						INVOICE TOTAL:	69,300.57
						VENDOR TOTAL:	74,859.08

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-- VILLAGE OF LAKE BLUFF --  
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 07/13/2015

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
VLBWATER VILLAGE OF LAKE BLUFF							
GARAGE PW 6/9/15	06/26/15	01	WATER:P WKS GARAGE:3/20-6/9/15	01-80-910-43230		07/13/15	73.13
			UTILITIES				
						INVOICE TOTAL:	73.13
						VENDOR TOTAL:	73.13
VISIONSE VISION SERVICE PLAN							
JULY 2015	06/17/15	01	VILLAGE VISION PREM:JULY 15	01-20-102-20000		07/13/15	297.51
				ACCOUNTS PAYABLE			
		02	PARK DIST VISION PREM:JULY 15	01-20-102-20000			111.17
				ACCOUNTS PAYABLE			
		03	LIBRARY VISION PREM:JULY 15	01-20-102-20000			56.99
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	465.67
						VENDOR TOTAL:	465.67 M
VISOGRAP VISOGRAPHIC INC							
195899	06/12/15	01	PRINT #9 WTR RETURN ENVELOPES	46-80-800-43400		07/13/15	263.50
				PRINTING			
						INVOICE TOTAL:	263.50
195900	06/12/15	01	PRINT #10 WTR WINDOW ENVELOPES	46-80-800-43400		07/13/15	351.75
				PRINTING			
						INVOICE TOTAL:	351.75
195901	06/12/15	01	PRINT #10 WINDOW ENVELOPES	01-60-610-43400		07/13/15	1,761.33
				PRINTING			
						INVOICE TOTAL:	1,761.33
196006	06/18/15	01	PRINT QTRLY WATER BILL FORMS	46-80-800-43400		07/13/15	626.00
				PRINTING			
						INVOICE TOTAL:	626.00
						VENDOR TOTAL:	3,002.58

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-- VILLAGE OF LAKE BLUFF --  
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 07/13/2015

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
VULCANMA VULCAN MATERIALS FINANCE COL.							
30940963	06/16/15	01	GRAVEL:15.85 TONS	01-80-840-43690		07/13/15	221.90
				MAINTENANCE SUPPLIES-STREE			
						INVOICE TOTAL:	221.90
						VENDOR TOTAL:	221.90
WAREHOUS WAREHOUSE DIRECT							
2731821-0	06/18/15	01	OFFICE SUPPLIES:VILL HALL	01-60-610-43550		07/13/15	303.33
				OFFICE SUPPLIES			
		02	OFFICE SUPPLIES:VILL HALL	01-60-600-43550			25.24
				OFFICE SUPPLIES			
						INVOICE TOTAL:	328.57
2740781-0	06/26/15	01	PRINTER CARTRIDGE:P WKS	01-80-910-43550		07/13/15	100.76
				OFFICE SUPPLIES			
		02	KITCHEN SUPPLIES:V HALL	01-60-900-43660			90.43
				MAINTENANCE SUPPLIES-BUILD			
		03	OFFICE SUPPLIES:V HALL	01-60-610-43550			35.52
				OFFICE SUPPLIES			
						INVOICE TOTAL:	226.71
						VENDOR TOTAL:	555.28
WENDTMAI WENDT MAINTENANCE							
STUMP REMV'L:V GREEN	06/30/15	01	STUMP REMOVAL:VILL GREEN	01-80-870-41050		07/13/15	4,600.00
				MAINTENANCE GROUNDS			
						INVOICE TOTAL:	4,600.00
						VENDOR TOTAL:	4,600.00
						TOTAL ALL INVOICES:	772,373.60

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-- VILLAGE OF LAKE BLUFF --  
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/13/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
GENERAL FUND			
10	ASSETS		
FEECEOIL	FEECE OIL COMPANY	13,457.37	3,283.89
OLSONOIL	OLSON SERVICE CO.	333.32	2,320.15
	ASSETS		5,604.04
20	LIABILITIES		
AMERUNIT	AMERICAN UNITED LIFE INSURANCE	1,526.59	891.07
ATLFIRST	ATL FIRST AID, INC.		1,163.80
BCBS	BLUECROSS BLUE SHIELD OF IL	105,193.30	49,405.57
CHITRICL	CHICAGO TRIBUNE	55.20	67.20
DELTADEN	DELTA DENTAL	7,525.10	3,634.17
ICMA RET	ICMA RETIREMENT TRUST 457	10,989.18	8,155.35
IFOP	IL FRATERNAL ORDER OF POLICE	559.00	559.00
IUOEADM	INT'L UNION OF OPER ENGINEERS	937.44	624.96
IUOEMEMB	INT'L UNION OF OPER ENGINEERS	247.17	164.78
MOEWF	MIDWEST OP ENGINEERS LOCAL 150	27,900.00	9,300.00
NCPERS	0132-NCPERS GROUP LIFE INS.	32.00	16.00
POLPEN	LAKE BLUFF POLICE PENSION FUND	14,160.23	10,539.88
R0001531	NORTH SHORE PRESCHOOL		1,099.56
R0001532	PRAIRIE PERSPECTIVE LLC		512.38
STATEDIS	STATE DISBURSEMENT UNIT	1,739.07	1,159.38
UNIONPAC	UNION PACIFIC RAILROAD CO.		8,302.56
VILLOFGL	VILLAGE OF GLENVIEW	140,661.76	1,498.98
VISIONSE	VISION SERVICE PLAN	989.98	465.67
	LIABILITIES		97,560.31
40	REVENUE		
R0001526	RANDOLPH PERKINS		55.00
R0001529	SHARON NICHOLS		36.67
	REVENUE		91.67
60	ADMINISTRATION		
A PLUS	A PLUS BUILDING SERVICES	4,100.00	490.00
ADP	ADP INC.	1,585.45	217.66
ADVBUSGR	ADVANCED BUSINESS GROUP LLC	401.88	14.00
ANDERPES	ANDERSON PEST CONTROL	111.00	43.00

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-- VILLAGE OF LAKE BLUFF --  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 07/13/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
60	ADMINISTRATION		
AT & T	AT & T	5,081.59	382.02
CHITRICL	CHICAGO TRIBUNE	55.20	94.40
COMCAST	COMCAST CABLE	323.68	6.32
CROAKMIC	MICHAEL CROAK	167.50	35.68
DAILYHER	DAILY HERALD	71.20	82.40
GLOBALCO	GLOBALCOM INC	872.62	195.15
ILCENTRA	ILLINOIS CENTURY NETWORK	152.00	76.00
INTERDEV	INTERDEV, LLC	11,396.06	4,993.81
IRVINDRE	R. DREW IRVIN		3,897.63
KOSKOFLA	KOSKO FLAGS & FLAGPOLES LLC		248.80
NATBUSFR	NATIONAL BUSINESS FURNITURE		710.00
NELECTRI	NORTHERN ELECTRIC SERVICE, INC		66.62
NEOPOST	NEOPOST USA INC	597.98	226.99
NORTHSHO	NORTH SHORE GAS	1,508.48	30.32
PERSPECT	PERSPECTIVES		879.32
RECORDIN	RECORD INFORMATION SERVICES		575.00
SAFEGUAR	SAFEGUARD BUSINESS SYSTEMS		421.73
SHEPKATH	KATHY SHEPPARD		170.00
SIKICH	SIKICH, LLP		3,000.00
STANICKB	BRANDON STANICK	2,241.00	674.00
SWANTONK	KATHLEEN SWANTON		340.00
T&TREP	T & T REPRODUCTION	25.00	7.35
UNCOFFEE	UNITED COFFEE SERVICE, INC.	983.65	249.70
VISOGRAP	VISOGRAPHIC INC	2,833.08	1,761.33
WAREHOUS	WAREHOUSE DIRECT	59.29	454.52
	ADMINISTRATION		20,343.75
70	PUBLIC SAFETY		
00000726	ILLINOIS SECRETARY OF STATE		190.00
A PLUS	A PLUS BUILDING SERVICES	4,100.00	1,360.00
ADVBUSGR	ADVANCED BUSINESS GROUP LLC	401.88	387.88
AMERGAS	AMERICAN GASES CORP.	41.55	14.00
ANDERPES	ANDERSON PEST CONTROL	111.00	353.85
AT & T	AT & T	5,081.59	1,061.86
BERRYTIR	BERRY TIRE & AUTO		1,763.96
BJORKSEA	SEAN BJORK		73.00
CALUMETP	CALUMET PACKAGING		336.70
ESSENEQU	ESSENTIAL EQUIPMENT SOLUTIONS		300.00
GLOBALCO	GLOBALCOM INC	872.62	195.27
IAPEM	IL ASSOC OF PROPERTY&EVIDENCE		35.00
ILSTPOLI	ILLINOIS STATE POLICE		148.75

INVOICES DUE ON/BEFORE 07/13/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
70	PUBLIC SAFETY		
INTESTAT	INTERSTATE BATTERY SYSTEM OF	41.10	7.20
J&BMEDSU	J & B MEDICAL SUPPLY	96.90	48.45
KRUMSEEJ	JOHN KRUMSEE		40.00
LAKFORBP	LAKE FOREST BP		28.00
LANERMUC	LANER, MUCHIN, DOMBROW, BECKER	1,317.50	1,265.85
LINDEMAN	LINDEMANN HOME SERVICES		229.00
MC MASTE	MC MASTER-CARR SUPPLY CO.	75.05	587.81
MGNLOCK	MGN LOCK-KEY & SAFES, INC.	398.00	163.00
NAPA	NAPA AUTO SUPPLY	528.78	60.77
NEMRT	NORTH EAST MULTI-REGIONAL TRNG	1,615.00	35.00
NORTHSHO	NORTH SHORE GAS	1,508.48	92.53
PACIFICT	PACIFIC TELEMAGEMENT SERVICE	306.00	153.00
PRECSERV	PRECISION SERVICE & PARTS, INC	213.62	595.02
RONDOUT	RONDOUT SERVICE CENTER	142.00	450.00
SIRCHIE	SIRCHIE FINGERPRINT LAB	216.86	169.19
STAPLES	STAPLES ADVANTAGE	1,639.97	202.94
THEEXCHA	THE CHEVY EXCHANGE	799.00	1,067.40
UNCOFFEE	UNITED COFFEE SERVICE, INC.	983.65	159.00
UPS	UPS	67.41	16.00
VILLOFGL	VILLAGE OF GLENVIEW	140,661.76	73,360.10
	PUBLIC SAFETY		84,950.53
80	PUBLIC WORKS		
A PLUS	A PLUS BUILDING SERVICES	4,100.00	200.00
AAABETTE	AAA BETTER ROOF, INC		3,605.00
AMERGAS	AMERICAN GASES CORP.	41.55	97.70
AT & T	AT & T	5,081.59	397.71
ATLFIRST	ATL FIRST AID, INC.		86.40
BAKERPET	PETER BAKER & SON CO.		487,947.55
BARNESDI	CLASS C SOLUTIONS GROUP		109.54
BERRYTIR	BERRY TIRE & AUTO		162.00
CITYELEC	C.E.S.		145.33
COMCAST	COMCAST CABLE	323.68	115.28
DKORGAN	DK ORGANICS, LLC	6,456.06	4,386.50
ERNIES	ERNIE'S WRECKER SERVICE		250.00
GLOBALCO	GLOBALCOM INC	872.62	43.27
GRAINGER	W. W. GRAINGER, INC.	389.06	375.44
HOMEDEPO	HOME DEPOT CREDIT SERVICES		24.97
LECHNER	LECHNER & SONS UNIFORM RENTAL	472.16	174.06
LINDEMAN	LINDEMANN HOME SERVICES		159.00
MONROETR	MONROE TRUCK EQUIPMENT		83.44

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-- VILLAGE OF LAKE BLUFF --  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 07/13/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
GENERAL FUND			
80	PUBLIC WORKS		
NORTHSHO	NORTH SHORE GAS	1,508.48	348.47
PRECSERV	PRECISION SERVICE & PARTS, INC	213.62	695.80
PREMIERD	PREMIER DOOR CORPORATION	1,400.00	130.00
RUSHTRUC	RUSH TRUCK CENTER-GRAYSLAKE		292.01
SHERAUTO	SHERIDAN AUTO PARTS	252.23	23.66
T&TREPRO	T & T REPRODUCTION	25.00	177.00
TERMINAL	TERMINAL SUPPLY CO.		139.82
VLBWATER	VILLAGE OF LAKE BLUFF	425.75	73.13
VULCANMA	VULCAN MATERIALS FINANCE COL.	202.58	221.90
WAREHOUS	WAREHOUSE DIRECT	59.29	100.76
WENDTMAI	WENDT MAINTENANCE	2,875.00	4,600.00
	PUBLIC WORKS		505,165.74
WATER FUND			
40	REVENUES		
R0001527	ELIZABETH CROUCH		145.51
R0001528	AMANDA DEMAS		739.51
R0001530	JOAN JILL SCHEER		207.59
	REVENUES		1,092.61
80	PUBLIC WORKS		
CHITRICL	CHICAGO TRIBUNE	55.20	615.00
CLCJAWA	CENTRAL LAKE COUNTY JOINT	93,600.58	53,549.08
FIRSTAYD	1ST AYD CORP.	205.07	140.38
HDSUPPLY	HD SUPPLY WATERWORKS, LTD	7,986.60	731.40
IEPA	ILLINOIS ENVIRON PROTECT AGENC	10.00	1,000.00
LECHNER	LECHNER & SONS UNIFORM RENTAL	472.16	3.00
USPOSTAL	UNITED STATES POSTAL SERVICE	1,401.16	284.84
VISOGRAP	VISOGRAPHIC INC	2,833.08	1,241.25
	PUBLIC WORKS		57,564.95
	TOTAL ALL DEPARTMENTS		772,373.60

VILLAGE OF LAKE BLUFF 2015-16  
PAYROLL BREAKDOWN BY DEPARTMENT

6-Jul-15

Attachment 2

ANNUAL		FUND DEPARTMENT	(1)	JUNE 2015	JULY 2015	(4)	(5)	2015-16		% OF	(6)
ACTUAL 2014-15	BUDGET 2015-16		MAY 2015			FY14-15 Accrual	FY15-16	YR-TO-DATE ACTUAL	BUDGET	BUDGET EXPENDED	2014-15 YR-TO-DATE ACTUAL
<b>General</b>											
338,315	352,500	Administrative	36,035.29	26,471.46		(4,978)		57,529	54,231	16.32%	57,748
268,227	276,000	Finance	23,500.40	20,940.00		(4,084)		40,356	42,462	14.62%	39,154
1,522,553	1,605,000	Police Sworn	126,651.11	122,910.88		(22,800)		226,762	246,923	14.13%	223,309
287,938	151,000	Police Records	11,145.56	11,067.83		(2,000)		20,213	23,231	13.39%	50,905
9,749	9,850	Crossing Guards	0.00	1,740.01		0		1,740	1,515	17.67%	2,558
64,330	68,400	Fire (Notes 2-3)	4,678.56	4,678.56		(1,871)		7,486	10,523	10.94%	8,655
183,639	136,000	Community Develop	7,490.22	11,065.42		(4,600)		13,956	20,923	10.26%	23,087
<b>PUBLIC WORKS:</b>											
291,530	283,500	Streets, Lighting	17,810.02	19,828.49		(9,600)		28,039	43,615	9.89%	39,383
6,638	7,125	Sanitation	500.00	500.00		(200)		800	1,096	11.23%	1,001
62,160	82,700	Forestry	4,409.43	4,634.24		(1,840)		7,204	12,723	8.71%	8,792
27,086	31,000	Parks & Parkways	1,370.07	7,613.78		(240)		8,744	4,769	28.21%	6,559
78,377	117,500	Sewer	7,301.99	6,631.26		(2,680)		11,253	18,077	9.58%	5,676
16,600	9,350	Village Hall Bldg	1,242.20	1,183.38		(500)		1,926	1,438	20.59%	2,186
16,600	9,350	Public Safety Bldg	1,242.20	1,183.38		(500)		1,926	1,438	20.59%	2,186
16,600	5,225	Public Works Bldg	1,242.20	1,183.38		(500)		1,926	804	36.85%	2,186
26,703	34,250	Commuter Station	2,287.72	2,048.85		(1,000)		3,337	5,269	9.74%	3,778
216,531	209,000	<b>Water</b>	13,225.64	15,357.52		(5,000)		23,583	32,154	11.28%	30,660
3,433,574	3,387,750	TOTAL	260,132.60	259,038.45	0.00	(62,393)	0	456,778	521,192	13.48%	507,823

1. The Village pays employees bi-weekly; there will be three payrolls in October 2015 and March 2016.
2. The Fire department volunteers are reimbursed through accounts payable in June & Dec.
3. The Fire Secretary is paid bi-weekly through payroll.
4. FY14-15 Pay Accrual is salaries paid in May 2015 but expensed/earned in April 2015.
5. FY15-16 Pay Accrual is salaries paid in May 2016 but expensed/earned in April 2016.
6. May 2014 (FY14-15) had three payroll periods compared to 2 periods in May 2015.

**VILLAGE OF LAKE BLUFF  
REQUEST FOR BOARD ACTION**

**Agenda Item: 6b**

**Subject:** JUNE 2015 FINANCIAL REPORT

**Action Requested:** RECEIPT OF FINANCIAL REPORT (Voice Vote)

**Originated By:** DIRECTOR OF FINANCE

**Referred To:** VILLAGE BOARD

**Summary of Background and Reason For Request:**

Attached for your consideration is the June 2015 Financial Report.

Highlights of this report are:

- Sales taxes for May 2014-March 2015 (FY15) are \$246,742 or 12% over the same period in 2013-14 on the strength of auto sales. Home rule sales tax of \$496,600 is 3.5% greater than last year. April sales tax figures are not available at this time.
- May has traditionally been the largest monthly receipt of state shared income tax revenue due to the filing of taxes in April. At \$145,166 May-June 2015 revenue is 22% greater than May-June 2014.
- Building permit revenue is down 15% from the prior year as expected due to the decline in commercial redevelopment projects.
- Capital project expenditures are minimal as projects begin in June with payouts in July.
- Contracts and commodities have increased this month due to the dispatching contract payment of \$141k.
- Water billed consumption is down 1.124 million gallons. This resulted in a decline in water sales of \$3,905 (after accounting for the change in water rates from \$6.80 to \$6.95 effective May 1st.)

**Reports and Documents Attached:**

- June 2015 Financial Report

**Village President's Recommendation:**

**Village Administrator's Recommendation:** Acceptance of Report.

**Date Referred to Village Board:** 7/13/2015

VILLAGE OF LAKE BLUFF

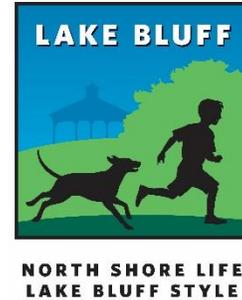
MEMORANDUM

TO: Village President and Board of Trustees  
Drew Irvin, Village Administrator

FROM: Susan M. Griffin, Director of Finance

DATE: July 8, 2015

SUBJECT: June 2015 Monthly Report



**Treasury Report – Exhibit A**

Attached is the two page Treasury Report for June 2015. The total cash and investments in the treasury for the governmental and water funds are \$9,862,499 plus \$9,164,613 for the Police Pension Fund.

**Investment Report – Exhibit B**

Attached is the Investment Report for the month ending June 30, 2015. The par value plus interest credited to the CD's for the governmental and Water fund short-term investments is \$2,732,364. The Village investments are managed within the guidelines of the Village's Cash Management and Investment Policy.

**Budget Analysis Report – Exhibit C**

Attached is the Budget Analysis Report for May-June 2015. The revenues in Exhibit C reflect actual and estimated receipts. Below is more specific information about the major revenues and expenditures by fund. The General and Water Funds revenues and expenditures that exceed or are under 20% of the prior year amounts have been highlighted on Exhibit C.

In previous reports there were two graphs one showing multi-year revenues and another showing the same information for expenditures comparing the major categories as of the same period each year. These charts will not be included in the May and June reports because there are so few actual major revenues received during these months and many disbursements are for the prior fiscal year expenditures.

**General Fund Revenues:**

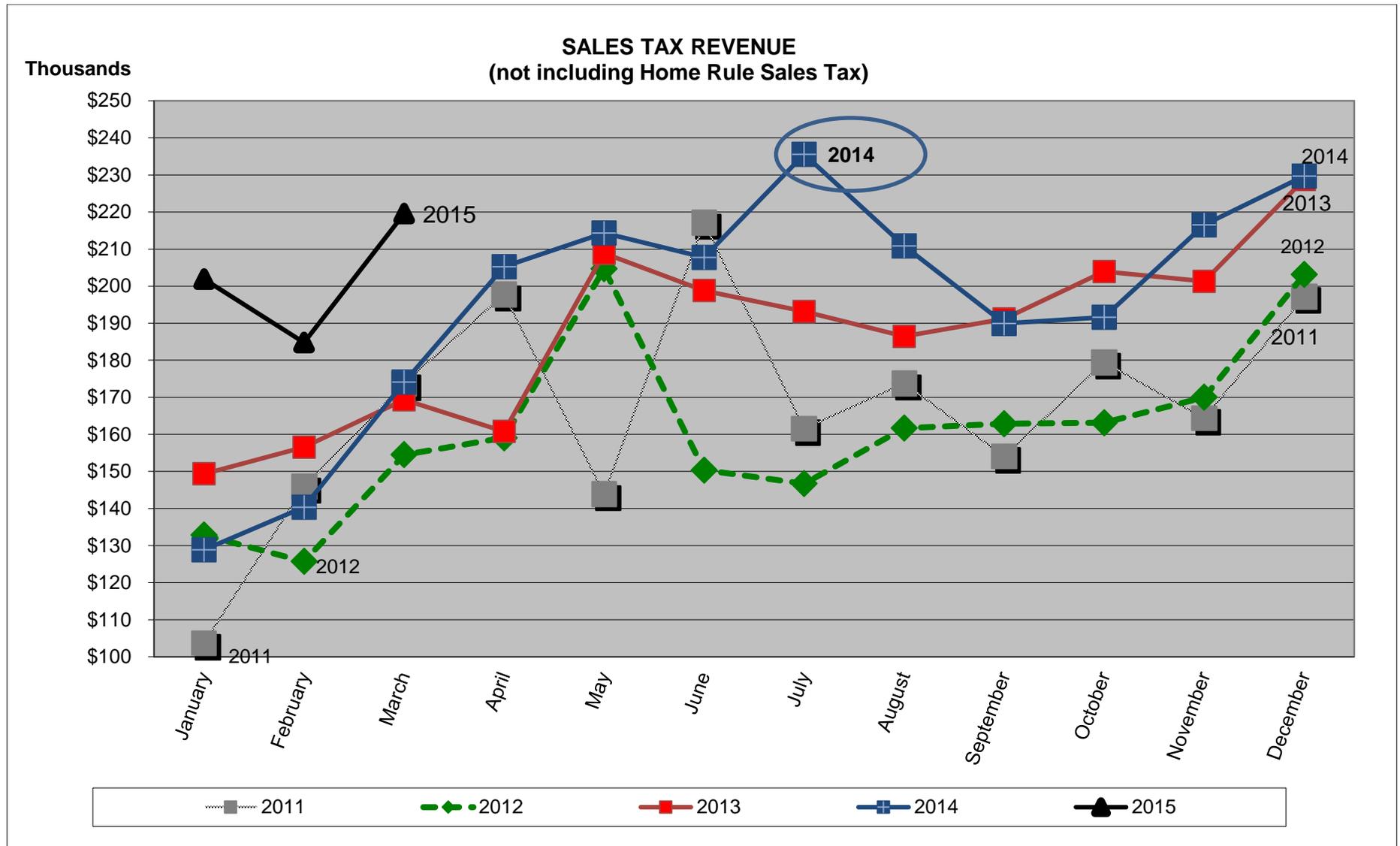
**Property Tax revenue** is received predominately in June and September as the taxes are due by the first week of those months. The total Village tax extension for the 2014 property taxes (received in FY16) is \$3,149,695 with the General Fund receiving 69% or \$2,169,085 of the monies. The IMRF, FICA and Police Pension Funds receive the balance of the revenues of \$980,610. The May-June 2015 distribution from the County represents 4% of the total tax extension; whereas the May 2014 distribution was 7% of the total tax extension. This does not necessarily portend tax delinquencies but is likely timing differences when banks remit the escrows for the first installment due in June.

**Sales Tax Revenue** (non-home rule 1% and local use tax) is shown in table format on the next page with monthly revenues for FY15, FY14, and FY13. The May 2014-March 2015 (FY15) sales taxes of \$2,300,132 are \$246,742 or 12% greater than the same period in 2013-14. The Village has not received the April 2015 actual revenue information; therefore, the amounts reflected in italics are estimates. The chart on page 3 shows the non-home rule sales tax by month for the calendar years 2009 through March 2015. This chart will be updated for FY16 figures when the May and June revenues are received.

Liability Month	FY14-15 Revenue (A)	FY13-14 Revenue (B)	\$ Change FY14 to FY15 (A-B)	FY12-13 Revenue (C)	\$ Change FY13 to FY14 (B-C)
May 2014	\$ 214,330	\$ 208,839	\$ 5,491	\$ 204,684	\$ 4,155
June	\$ 207,740	\$ 198,781	\$ 8,959	\$ 150,363	\$ 48,418
July	\$ 235,549	\$ 193,135	\$ 42,414	\$ 146,719	\$ 46,416
August	\$ 210,817	\$ 186,436	\$ 24,381	\$ 161,686	\$ 24,750
September	\$ 189,923	\$ 191,150	(\$ 1,227)	\$ 162,871	\$ 28,279
October	\$ 191,588	\$ 203,927	(\$ 12,339)	\$ 163,141	\$ 40,786
November	\$ 216,524	\$ 201,292	\$ 15,232	\$ 170,015	\$ 31,277
December	\$ 229,680	\$ 228,777	\$ 903	\$ 203,106	\$ 25,671
January 2015	\$ 201,909	\$ 128,878	\$ 73,031	\$ 149,376	(\$ 20,498)
February	\$ 184,808	\$ 140,358	\$ 44,450	\$ 156,554	(\$ 16,196)
March	\$ 219,534	\$ 174,087	\$ 45,447	\$ 169,350	\$ 4,737
April - estimate	\$ 223,500	\$ 205,216	\$ 18,284	\$ 160,770	\$ 44,446
<b>FY Total</b>	<b>\$2,525,902</b>	<b>\$2,260,876</b>	<b>\$ 265,026</b>	<b>\$1,998,635</b>	<b>\$262,241</b>
FY Monthly Average	\$210,492	\$167,166		\$164,279	

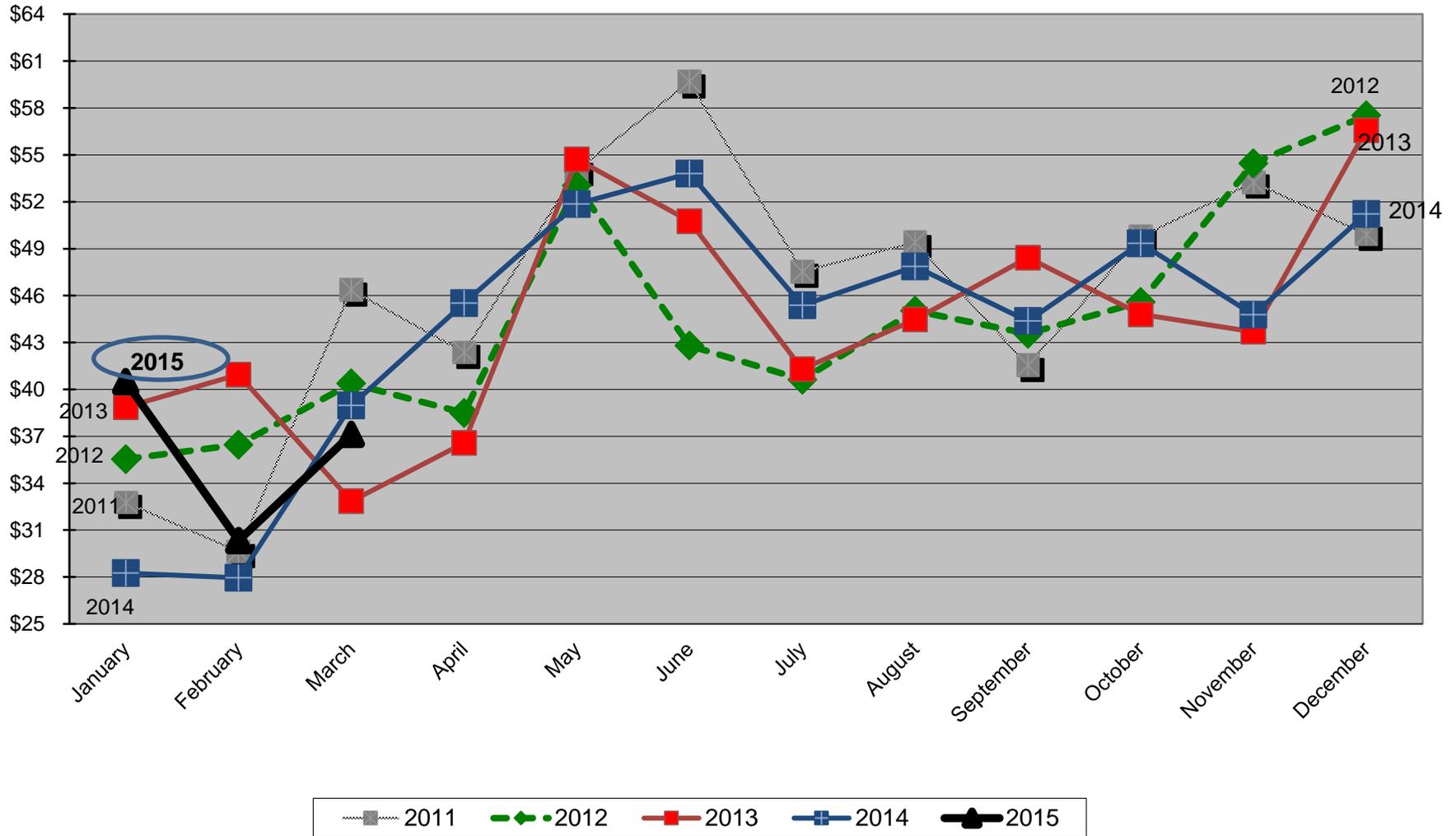
**Home rule sales tax** became effective January 1, 2006 with actual receipts shown below. By statute this 1% tax does not apply to food/medicines and titled products such as autos. The May 2014-March 2015 home rule sales taxes of \$496,600 are \$16,682 or 3.5% more than taxes for the same period in 2013-14. The chart on page 4 shows the home rule sales tax by month for the calendar years 2009 through March 2015.

Home Rule Sales Tax By Liability Month	FY2014-15 Revenue (A)	FY2013-14 Revenue (B)	\$ Change FY14 to FY15 (A-B)	FY2012-13 Revenue (C)	\$ Change FY13 to FY14 (B-C)
May 2014	\$ 51,864	\$ 54,714	(\$ 2,850)	\$53,034	\$ 1,680
June	\$ 53,809	\$ 50,760	\$ 3,049	42,795	\$ 7,965
July	\$ 45,382	\$ 41,299	\$ 4,083	40,621	\$ 678
August	\$ 47,867	\$ 44,476	\$ 3,391	45,029	(\$ 553)
September	\$ 44,378	\$ 48,429	(\$ 4,051)	43,564	\$ 4,865
October	\$ 49,349	\$ 44,804	\$ 4,545	45,591	(\$ 787)
November	\$ 44,780	\$ 43,688	\$ 1,092	54,463	(\$10,775)
December	\$ 51,229	\$ 56,579	(\$ 5,350)	57,529	(\$ 950)
January 2015	\$ 40,487	\$ 28,248	\$ 12,239	38,861	(\$10,613)
February	\$ 30,334	\$ 27,948	\$ 2,386	40,939	(\$12,991)
March	\$ 37,121	\$ 38,973	\$ (1,852)	32,851	\$ 6,122
April - estimate	\$ 53,000	\$ 45,515	\$ 7,485	36,572	\$ 8,943
<b>FY Total</b>	<b>\$549,600</b>	<b>\$525,433</b>	<b>\$ 24,167</b>	<b>\$531,849</b>	<b>(\$ 6,416)</b>



### HOME RULE SALES TAX REVENUE

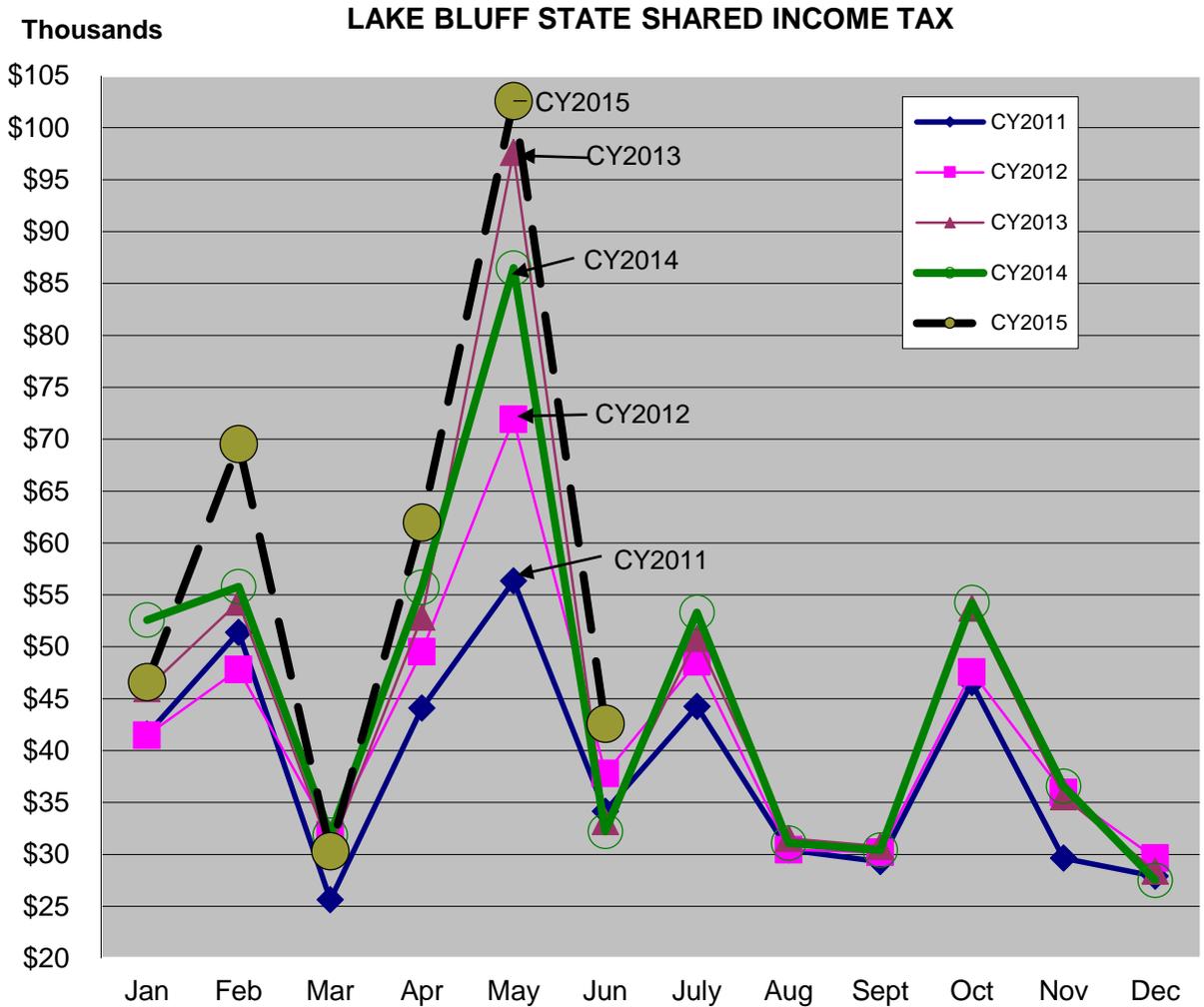
Thousands



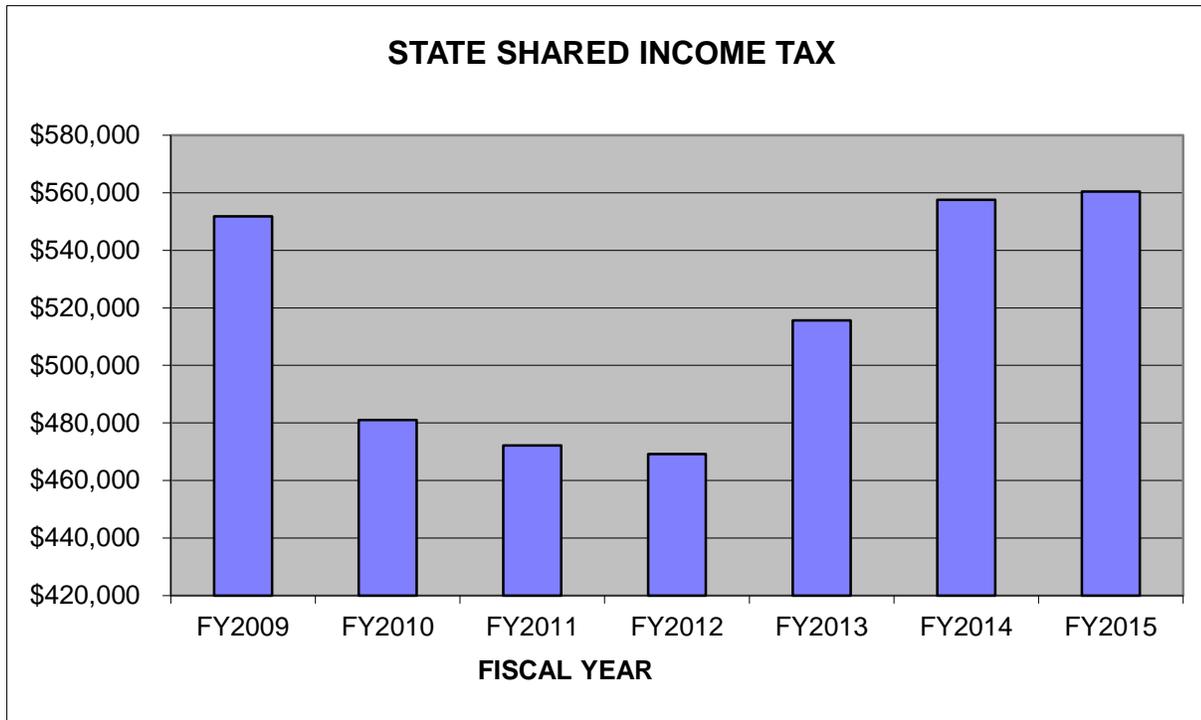
**Other Taxes** category encompasses state income, personal property replacement, and the demolition tax.

The actual income tax revenue for May-June 2015 (FY16) at \$145,166 is 22% higher than the same period in FY15 at \$118,698. Below is a chart showing the income tax revenues by month from January 2011-June 2015.

According to the Illinois Municipal League, the 36% jump in the May 2013 receipts were an aberration caused partly by individuals and corporations reporting capital gains income in anticipation of significant changes in Federal tax policy. The revenue for May 2015 is \$102,570 or 5% more than May 2013. I am anticipating a response soon on my inquiry to the possible cause of this increase. Again this could be an increase in capital gains from the 2014 stock market rally and the expected rise in interest rates.

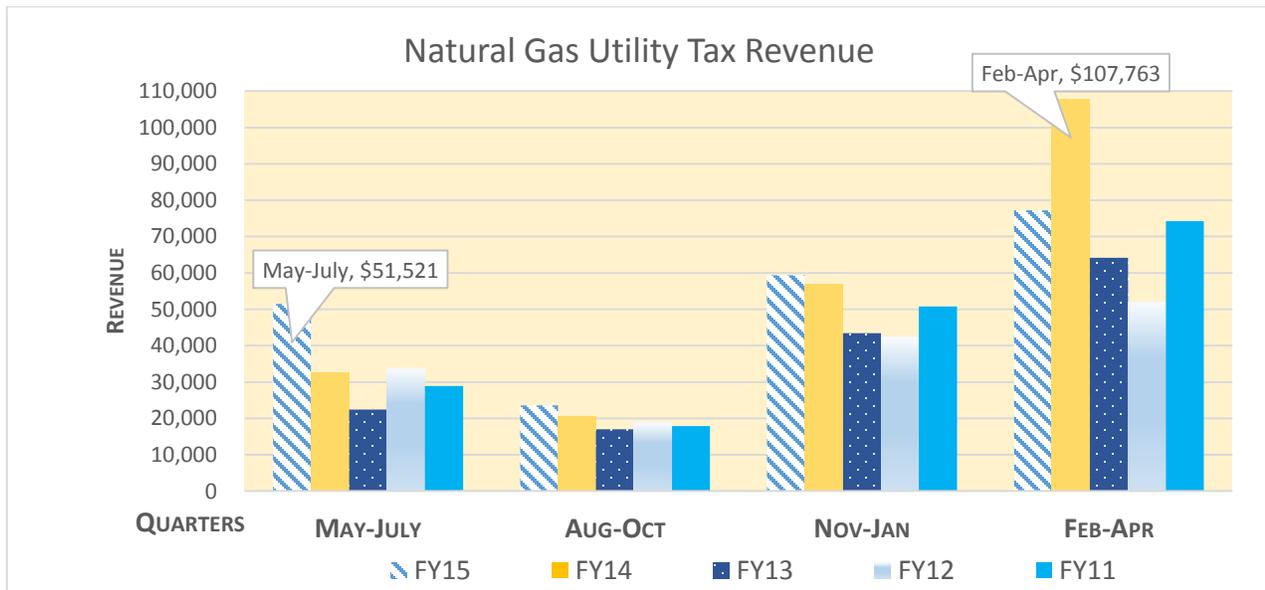


The following page shows a bar graph of the income tax revenue by fiscal year for FY09-FY15. Fiscal year 2014 total revenue of \$557,587 was only \$9 less than the peak revenue of \$557,596 in FY08 and \$41,917 or 8% greater than FY13. Fiscal year 2015 exceeds the FY08 peak by 0.5% with total revenues of \$560,382. However, this source of revenue is one that is likely to decline if the State revises the formula for sharing income tax revenue with local municipalities.



**Utility Taxes** category is comprised of a tax on electric, natural gas, and telecommunications usage. The figures on Exhibit C reflect estimates for the utility taxes.

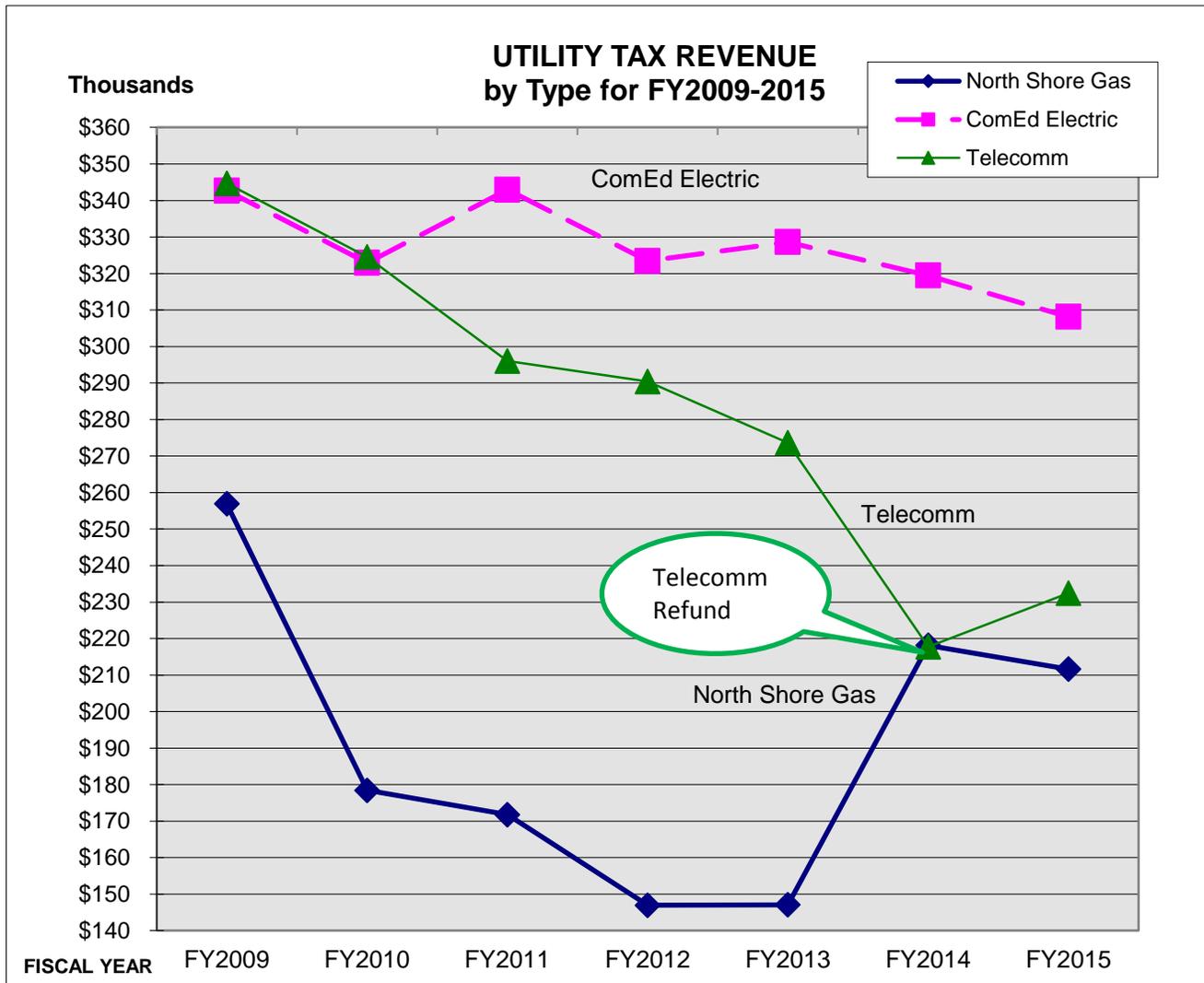
**North Shore Gas** utility tax revenues are received quarterly in June (for February-April), September (for May-July), December (for August-October), & March (for November-January). The FY15 taxes are \$211,628 or 3% less than FY14. The FY14 taxes are \$218,129 which is \$71,057 or 48% greater than FY13. The February-April 2014 quarter amount of \$107,763 was 68% greater than the same quarter in 2013. This is attributed to the increase in natural gas consumption for building heating because of the subzero temperatures experienced in the Midwest during the winter of 2014. This cooler weather pattern is assumed to be partly the reason for the May-July 2014 amount of \$51,521 which is the highest amount received for the summer quarter since at least 1996! Below is a chart showing the volatility of natural gas tax revenues by quarter for the past 5 years.



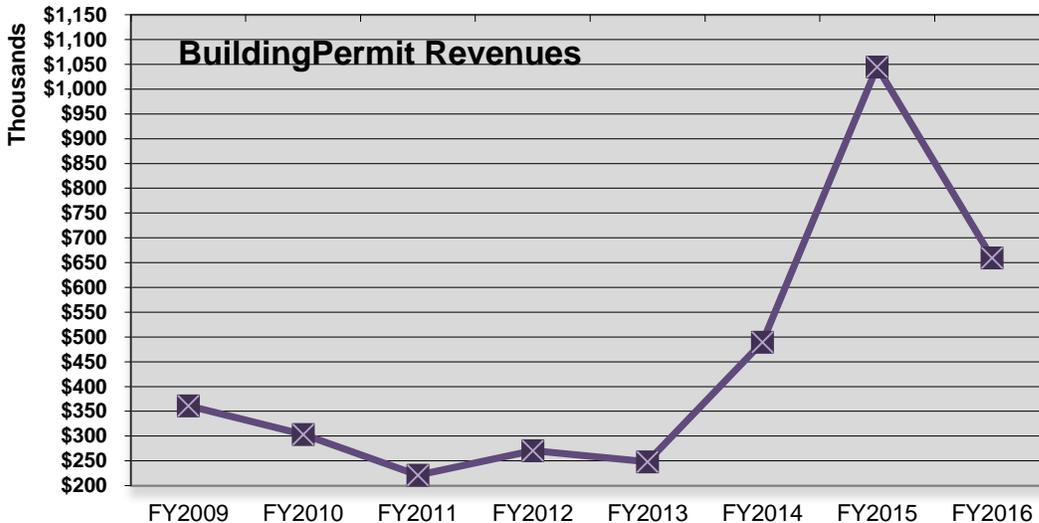
**ComEd electric tax** actual revenue for FY15 of \$308,147 is \$11,309 or 3.5% less than the \$319,456 revenue for FY14. The FY14 revenue was \$9,178 or 2.8% less than FY13 revenue of \$328,634.

Actual **telecomm taxes** are remitted to the Village by the State; actual receipts lag about 3-4 months from the liability period. The Village has not received the April-May 2015 figures from the State. Last year the State notified the Village that a large telecommunications carrier was ordered to seek refunds from the states on behalf of customers that were charged telecomm taxes on transactions that were not properly taxable under federal and state laws. Illinois municipalities were advised that a significant portion of the State refunds involves proceeds that were distributed to local governments. Therefore, the Village’s portion of the recovery of distributions is \$32,792. While the State will recover these funds over an equal amount each month for a year, the Village reduced its FY14 telecommunications tax revenue by this amount. After this adjustment, FY14 revenue is \$217,745; \$55,867 or 25.7% less than FY13 revenue of \$273,612. The May 2014-March 2015 (FY15) revenue is \$212,539 compared to \$200,481 for the same period in FY14 (after taking into account the refundable adjustment noted above) which represents a 6% increase.

Below is a chart showing the telecommunications (from various sources), ComEd electric, and the North Shore natural gas utility taxes by fiscal year. Upon review of this chart, it is very obvious that all three of these revenue sources are well below their pre-2008-2009 amounts.



**Building Permit** revenue for May-June 2015 (FY16) is \$77,400 compared to \$91,022 in May-June 2014. This 15% decline was anticipated due to the decline in commercial redevelopment projects. FY15 ended the year at \$1,045,008; 113% more than the receipts for FY14 due to the Target development, Heinen’s remodeling of the Dominick’s store and two large residences in Lansdowne. Below is a graph of the building permit revenues since FY09.



**Sewer charge** revenue as of June 2015 is \$26,120 which is \$947 or 3.5% less than May-June 2014. FY15 revenues of \$161,358 are 9.4% less than FY14; consistent with the reduction in water consumption attributed to the mild summer and fall. The sewer charge is billed at the rate of \$1.10 per thousand gallons of water used with a credit during the billing months of August-October for water presumed for lawn irrigation purposes.

**General Fund Expenditures:**

The May-June 2015 expenditures of \$1,315,176 are \$234,005 or 15% less than May-June 2014. This difference is due to two major factors: Salaries and benefits are lower in May 2015 because there were three payrolls in May 2014 (compared to two in May 2015) and contractual costs are higher in May 2015 because of a \$141k payment to Glenview for dispatching services. Further, the Village still provided dispatching in-house until the middle of September 2014.

FY16 General Fund capital projects expenditures include: \$709k for street repaving/curb and gutter replacements; \$285k for sewer and lift station improvements; \$280k for the West Scranton Ave pedestrian bridge (which is on-hold pending the State’s decision on the grant monies); \$167k for sidewalk extension and deteriorated panel replacements; \$100k for gateway signage and corridor improvements; and \$90k for building maintenance and ADA improvements.

Interfund transfers are for the Police Pension property taxes, Vehicle Replacement contributions, and the 2012 Refunding Bonds debt payment.

**Water Fund Revenues:**

The Water sales in dollars for May-June 2015 is 2% or \$3,905 lower than May-June 2014. The decrease in billed consumption of 1.124 million gallons (mg) reduced the revenue by \$7,643 but the rate increase added \$3,697 to the sales revenue. An increase of \$45 in customer service charges in 2015 added to the water sales total

increase. Billed consumption was 24.645 mg for this period compared to 25.769 mg for the same period in 2014. The water rate was modified on May 1, 2015 from \$6.80 to \$6.95 per thousand gallons of water consumed.

**Water Purchases:**

Water purchases for May-June 2015 are 39.28 million gallons compared to 44.97 million gallons for May-June 2014. Effective May 1, 2015, CLCJAWA increased the wholesale water rate from \$2.60 to \$2.68 per 1,000 gallons of water purchased. The decrease in water purchased accounted for \$14,801 in less cost but the increase in the rate added \$3,142 to the expense for a net difference of \$11,659 (10% decrease) in water purchase expense in May-June 2015 compared to the same period in 2014.

**Special Revenue, Capital Projects, and Debt Service Funds:**

The revenues and expenditures for these funds are consistent with their specified purpose. The IMRF and FICA funds expenditures are financed by property tax revenues. The Motor Fuel Tax Fund (MFT) receives allotments each month from the state to be used exclusively for roadway improvements. In FY16 all road improvements are expensed in the General Fund and in FY15 the General Fund supplemented the MFT by \$182k for a total road expenditures of \$490k. The Redevelopment Fund expenditures are for the \$115k for the Moffett Road box culvert improvement project and \$65k for the Sheridan Rd/Scranton Ave pedestrian traffic safety enhancements.

08-Jul-15

Village of Lake Bluff  
Treasury Report

EXHIBIT A1

For the Month Ending June 30, 2015

Fund Name	#	Beginning Cash Balance	Cash Receipts	Disbursements		Inter-Fund Transf/Other	June 2015 Ending Cash Balance
				Acct. Pay/EFT	Gross Payroll Pension Benefits		
General	1	5,758,022.89	1,759,206.55	295,961.44	243,680.93	(11,896.25)	6,965,690.82
IMRF	7	220,429.40	70,184.89	13,554.52			277,059.77
Foreign Fire Tax	10	48,896.65					48,896.65
Social Security	14	165,388.33	88,897.92	19,303.46			234,982.79
Motor Fuel Tax	29	209,198.15	12,501.63				221,699.78
E911	32	206,783.92	6,705.57	617.01			212,872.48
2006 G.O. Bonds	37	715.40		11,896.25		11,896.25	715.40
Special Serv	38	13,430.60	0.38				13,430.98
Capital Improve	42	13,762.90	0.38				13,763.28
Redevelopment	43	211,053.78	5.90				211,059.68
Vehicle Replace	45	775,783.55	14.21				775,797.76
Water Fund	46	897,052.19	104,502.33	101,923.23	15,357.52		884,273.77
Train Wreath	61	2,255.44	0.06				2,255.50
Subtotal		\$ 8,522,773.20	\$ 2,042,019.82	\$ 443,255.91	\$ 259,038.45	\$ -	\$ 9,862,498.66
Police Pension (a)	62	8,896,087.00	339,607.29	6,728.00	64,353.47		9,164,612.82
Total		\$ 17,418,860.20	\$ 2,381,627.11	\$ 449,983.91	\$ 323,391.92	\$ -	\$ 19,027,111.48

(a) Police Pension beginning balance has been increased by \$252,249 to reflect the change in the market value of the investments as of April 30, 2015.

08-Jul-15

Village of Lake Bluff  
Treasury Report

EXHIBIT A2

As of June 30, 2015

Fund Name	#	Checking Accounts	Savings/ Money Market	IL Funds	MaxSafe Lake Forest Ban	Certificates of Deposit (a)	Commercial Paper	Gov't Obligations & Municipal	Mutual Fund Stocks/Equities (a)	June 30, 2015
										Total Cash & Investments
General	1	(4,013.02)	0.00	2,619,821.16	1,884,744.73	2,465,137.95		0.00		6,965,690.82
IMRF	7			277,059.77						277,059.77
Foreign Fire Tax	10	48,896.65								48,896.65
Social Security	14			234,982.79						234,982.79
Motor Fuel Tax	29			221,699.78						221,699.78
E911	32			212,872.48						212,872.48
2006 G.O. Bond	37			715.40						715.40
Special Serv	38			13,430.98						13,430.98
Capital Improve	42			13,763.28						13,763.28
Redevelopment	43			211,059.68		0.00		0.00		211,059.68
Vehicle Replace	45			508,571.98		267,225.78				775,797.76
Water Fund	46			344,900.01	539,373.76	0.00		0.00		884,273.77
Train Wreath	61			2,255.50						2,255.50
Subtotal		\$ 44,883.63	\$ -	\$ 4,661,132.81	\$ 2,424,118.49	\$ 2,732,363.73	\$ -	\$ -		\$ 9,862,498.66
Police Pension	62	81,877.87	721,315.51			-	2,032,449.66	2,467,536.13	3,861,433.65	9,164,612.82
Total		\$ 126,761.50	\$ 721,315.51	\$ 4,661,132.81	\$ 2,424,118.49	\$ 2,732,363.73	\$ 2,032,449.66	\$ 2,467,536.13	\$ 3,861,433.65	\$ 19,027,111.48

(a) The CD's are shown with interest that has been added to the principal balance. The Police Pension investments are shown at market value as of April 30, 2015. The Police Pension Fund is the only fund allowed to invest in equities.

#	Certif Nmbr	Amount	Interest Rate	Purchase Date	Maturity Date	Investment Maturities	Interest Credited	Current Book Value	General Fund	Vehicle Replace Fund
<b>NORTHERN TRUST BANK</b>										
	35551-4	1,013,891.13	0.145%	09/02/14	09/02/15		\$729.24	\$1,014,620.37	\$1,014,620.37	
	35550-6	505,578.10	0.075%	02/08/15	08/07/15		\$31.17	\$505,609.27	\$505,609.27	
	35549-9	502,806.26	0.075%	02/12/15	11/05/15		\$30.99	\$502,837.25	\$502,837.25	
	<b>SUBTOTAL INVESTMENTS--NORTHERN TRUST BANK</b>							<b>\$2,023,066.89</b>	<b>\$2,023,066.89</b>	<b>\$0.00</b>
<b>PRIVATE BANK - LAKE FOREST</b>										
	52027-13	134,730.55	0.15%	7/8/2014	9/8/2015		\$103.32	\$134,833.87	\$134,833.87	
	<b>SUBTOTAL INVESTMENTS--PRIVATE BANK</b>							<b>\$134,833.87</b>	<b>\$134,833.87</b>	
<b>LAKE FOREST BANK &amp; TRUST</b>										
	51371-31	460,514.35	0.15%	03/29/15	09/29/15			\$460,514.35	\$307,237.19	\$153,277.15
	<b>SUBTOTAL INVESTMENTS--LAKE FOREST BANK &amp; TRUST</b>							<b>\$460,514.35</b>	<b>\$307,237.19</b>	<b>\$153,277.15</b>
<b>FIRST BANK &amp; TRUST OF EVANSTON</b>										
	601724631-16	113,948.63	0.325%	08/05/14	08/06/15			\$113,948.63		\$113,948.63
	<b>SUBTOTAL INVESTMENTS--FIRST BANK/EVANSTON</b>							<b>\$113,948.63</b>	<b>\$0.00</b>	<b>\$113,948.63</b>
<b>TOTAL INVESTMENTS -- CURRENT BALANCE</b>								<b>\$2,732,363.73</b>	<b>\$2,465,137.95</b>	<b>\$267,225.78</b>

**VILLAGE OF LAKE BLUFF**  
**REVENUE AND EXPENDITURE REPORT**  
**For period ending June 30, 2015**

**EXHIBIT C**

**FY2015-16**

Department	Description	Fiscal Year Total-to-Date	Fiscal Year 15-16 Budget	% of Budget Used/Rec'd	Previous Fiscal YTD	% of Budget Used/Rec'd	FY14-15 BUDGET
<b>FUND NAME: GENERAL</b>							
<b>Revenues</b>							
	Property Taxes	\$ 1,465,739	\$ 2,910,404	50.4%	\$ 1,437,799	50.9%	\$ 2,822,922
	Sales Taxes	367,343	2,703,840	13.6%	306,222	14.1%	2,169,000
	Home Rule Sales Tax	70,000	707,840	9.9%	60,000	10.9%	550,800
	North Chicago Sales tax share	-	6,000	0.0%	-	---	10,810
	Utility Taxes	156,211	729,945	21.4%	195,956	27.5%	713,440
	Other Taxes	235,480	707,050	33.3%	166,782	24.8%	673,265
	Vehicle Licenses	120,136	135,250	88.8%	122,380	89.2%	137,200
	Building Permits	77,400	660,000	11.7%	91,022	11.7%	775,000
	Demolition Permits	9,529	33,200	28.7%	47,250	189.0%	25,000
	Other Licenses & Permits	106,738	189,410	56.4%	102,461	54.3%	188,735
	Sewer Charge	26,120	176,000	14.8%	27,067	14.6%	185,000
	Services & Fees	1,000	29,475	3.4%	10,831	34.2%	31,660
	Fines	10,832	95,100	11.4%	20,787	24.9%	83,500
	Interest Earnings	843	12,000	7.0%	1,553	12.9%	12,000
	Grants	940	297,000	0.3%	-	0.0%	170,000
	Sale of Property	-	-	---	-	---	-
	Miscellaneous Revenue	44,639	380,402	11.7%	69,728	19.0%	366,992
	Operating Transfers In	-	-	---	-	---	-
<b>Total Revenues</b>		<b>\$ 2,692,949</b>	<b>\$ 9,772,916</b>	<b>27.6%</b>	<b>\$ 2,659,838</b>	<b>29.8%</b>	<b>\$ 8,915,324</b>
<b>Expenditures</b>							
	Administration	\$ 94,955	\$ 1,393,173	6.8%	\$ 102,106	6.7%	\$ 1,531,180
	Finance	62,167	470,225	13.2%	70,404	15.0%	468,265
	Community Development	39,134	72,200	54.2%	34,843	10.0%	347,390
	Boards & Commissions	17,926	331,620	5.4%	1,790	2.9%	60,840
	Village Hall	6,088	113,350	5.4%	8,819	9.5%	92,500
	Village Properties/Vacant Land	1,498	7,150	21.0%	1,656	46.0%	3,600
	<i>Total Administration</i>	<b>\$ 221,768</b>	<b>\$ 2,387,718</b>	<b>9.3%</b>	<b>\$ 219,618</b>	<b>8.8%</b>	<b>\$ 2,503,775</b>
	Police Sworn	\$ 648,544	\$ 2,822,935	23.0%	\$ 696,991	25.6%	\$ 2,720,130
	Police Records	168,391	484,583	34.7%	301,690	42.0%	717,550
	Crossing Guards	1,740	-	---	2,558	26.6%	9,600
	Fire	43,906	733,149	6.0%	51,940	6.8%	767,975
	Public Safety Building	9,136	85,550	10.7%	24,583	24.4%	100,750
	<i>Total Public Safety</i>	<b>\$ 871,717</b>	<b>\$ 4,126,217</b>	<b>21.1%</b>	<b>\$ 1,077,762</b>	<b>25.0%</b>	<b>\$ 4,316,005</b>
	Streets, Lighting	\$ 57,161	\$ 1,918,100	3.0%	\$ 71,763	7.0%	\$ 1,027,730
	Sanitation	95,127	603,575	15.8%	93,361	15.1%	617,610
	Forestry	21,400	187,827	11.4%	22,101	11.8%	186,735
	Parks/Parkways/Ravines	15,843	222,385	7.1%	18,331	9.8%	187,585
	Sewers	17,879	489,865	3.6%	30,759	5.6%	551,530
	Public Works Facility	5,223	53,525	9.8%	6,764	6.5%	104,135
	Commuter Station	9,057	88,928	10.2%	8,721	9.5%	91,725
	<i>Total Public Works</i>	<b>\$ 221,691</b>	<b>\$ 3,564,205</b>	<b>6.2%</b>	<b>\$ 251,800</b>	<b>9.1%</b>	<b>\$ 2,767,050</b>
<b>Total Expenditures</b>		<b>\$ 1,315,176</b>	<b>\$ 10,078,140</b>	<b>13.0%</b>	<b>\$ 1,549,181</b>	<b>16.2%</b>	<b>\$ 9,586,830</b>

**VILLAGE OF LAKE BLUFF**  
**REVENUE AND EXPENDITURE REPORT**  
**For period ending June 30, 2015**

**EXHIBIT C**

**FY2015-16**

Department	Description	Fiscal Year Total-to-Date	Fiscal Year 15-16 Budget	% of Budget Used/Rec'd	Previous Fiscal YTD	% of Budget Used/Rec'd	FY14-15 BUDGET
<b>FUND NAME: GENERAL</b>							
<i>Expenditures by Type</i>							
	Salaries, Benefits, Insurance	\$ 584,397	\$ 3,963,444	14.7%	\$ 736,837	18.2%	\$ 4,056,855
	Contractual & Commodities	382,706	2,870,203	13.3%	450,258	14.9%	3,016,610
	Interfund Transfers Out	338,227	1,159,643	29.2%	320,050	24.6%	1,301,215
	Contingency	-	200,000	0.0%	-	0.0%	300,000
	<b>Total Operating Expenditures</b>	<b>\$ 1,305,331</b>	<b>\$ 8,193,290</b>	<b>15.9%</b>	<b>\$ 1,507,145</b>	<b>17.4%</b>	<b>\$ 8,674,680</b>
	Capital & Land Acquisition	9,846	1,884,850	0.5%	42,036	4.6%	912,150
	<b>Total Expenditures</b>	<b>\$ 1,315,176</b>	<b>\$ 10,078,140</b>	<b>13.0%</b>	<b>\$ 1,549,181</b>	<b>16.2%</b>	<b>\$ 9,586,830</b>

**FUND NAME: WATER**

**Revenues**

	Water Sales	\$ 180,874	\$ 1,365,120	13.2%	\$ 184,779	14.0%	\$ 1,322,500
	Connection Fees	7,200	22,000	32.7%	-	0.0%	120,375
	Meter Sales	800	6,500	12.3%	10	0.3%	3,925
	Other Fees	-	150	0.0%	-	----	-
	Interest Earnings	315	2,000	15.8%	391	16.3%	2,400
	Miscellaneous Revenue	81	450	18.0%	81	16.2%	500
	IRMA Surplus Credit	-	3,000	0.0%	-	----	2,700
	Interfund Operating Transfr	-	-	----	-	----	-
	<b>Total Revenues</b>	<b>\$ 189,270</b>	<b>\$ 1,399,220</b>	<b>13.5%</b>	<b>\$ 185,261</b>	<b>12.8%</b>	<b>\$ 1,452,400</b>

**Expenses**

	Salaries & Benefits	\$ 35,227	\$ 256,281	13.7%	\$ 47,600	17.5%	\$ 271,445
	IMRF	-	25,200	0.0%	-	0.0%	24,450
	FICA/Medicare	-	13,900	0.0%	-	0.0%	15,325
	Water Purchases	105,273	628,125	16.8%	116,932	19.4%	603,840
	Contractual & Commodities	4,817	96,845	5.0%	4,220	4.4%	95,845
	Debt Principal/Interest Paymnt	26,772	219,044	0.0%	28,422	0.0%	222,344
	Contingency	-	50,000	0.0%	-	0.0%	50,000
	Interfund Transfers Out	-	15,000	0.0%	-	0.0%	15,000
	Capital Equipment	-	300,000	----	-	----	375,000
	Capital Infrastructure	16,562	40,000	41.4%	27,630	----	139,182
	<b>Total Expenses before Depreciation</b>	<b>\$ 188,651</b>	<b>\$ 1,644,395</b>	<b>11.5%</b>	<b>\$ 224,804</b>	<b>12.4%</b>	<b>\$ 1,812,431</b>
	Depreciation Expense	-	-	-	-	-	-
	<b>Total Expenses After Depreciation</b>	<b>\$ 188,651</b>	<b>\$ 1,644,395</b>	<b>11.5%</b>	<b>\$ 224,804</b>	<b>12.4%</b>	<b>\$ 1,812,431</b>

**VILLAGE OF LAKE BLUFF**  
**REVENUE AND EXPENDITURE REPORT**  
**For period ending June 30, 2015**

**EXHIBIT C**

**FY2015-16**

Department	Description	Fiscal Year Total-to-Date	Fiscal Year 15-16 Budget	% of Budget Used/Rec'd	Previous Fiscal YTD	% of Budget Used/Rec'd	FY14-15 BUDGET
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***SPECIAL REVENUE, CAPITAL PROJECTS, DEBT SERVICE FUNDS & POLICE PENSION TRUST***

**FUND NAME: IMRF**

Revenues		\$ 77,027	\$ 153,790	50.1%	\$ 76,627	49.7%	\$ 154,100
Expenditures	IMRF on Water Salaries in Water Fund	\$ 26,680	\$ 158,250	16.9%	\$ 42,580	21.9%	\$ 194,205

**FUND NAME: SOCIAL SECURITY**

Revenues		\$ 97,501	\$ 194,050	50.2%	\$ 91,462	50.9%	\$ 179,565
Expenditures	FICA on Water Salaries in Water Fund	\$ 38,702	\$ 245,525	15.8%	\$ 50,117	21.5%	\$ 233,460

**FUND NAME: SPECIAL FIRE INS TAX**

Revenues		\$ -	\$ 27,415	0.0%	\$ -	0.0%	\$ 24,368
Expenditures		\$ -	\$ 31,700	0.0%	\$ -	0.0%	\$ 28,800

**FUND NAME: MOTOR FUEL TAX**

Revenues & Transfers In from General		\$ 23,506	\$ 171,045	13.7%	\$ 52,117	15.2%	\$ 342,045
Expenditures		\$ -	\$ -	----	\$ 64	0.0%	\$ 490,000

**FUND NAME: E911 SURCHARGE**

Revenues		\$ 13,634	\$ 78,530	17.4%	\$ 13,180	17.6%	\$ 74,730
Expenditures		\$ 617	\$ 141,942	0.4%	\$ 1,335	0.5%	\$ 273,177

**FUND NAME: VEHICLE/EQUIP REPLACE**

Revenues & Transfers In		\$ 24	\$ 279,300	0.0%	\$ 6,029	1.7%	\$ 347,400
Capital Equipment Expenditures		\$ -	\$ 194,750	0.0%	\$ 23,131	13.2%	\$ 175,626

**FUND NAME: REDEVELOPMENT PROGRAM**

Revenues & Transfers In		\$ 10	\$ 10	100.0%	\$ 1	----	\$ -
Expenditures		\$ -	\$ 95,000	0.0%	\$ -	0.0%	\$ 180,000

*Revenues from this account are reimbursements for grants for North Shore Traffic signal & roadway improvement and Route 41/176 Interchange project.*

**FUND NAME: 2012 REFUNDING BONDS**

Revenues & Transfers In from General Fund		\$ 11,896	\$ 254,293	4.7%	\$ 12,931	5.1%	\$ 255,900
Expenditures - Bond Payments		\$ 11,896	\$ 254,293	4.7%	\$ 12,931	5.0%	\$ 256,363

**FUND NAME: POLICE PENSION TRUST**

Additions		\$ 375,178	\$ 976,295	38.4%	\$ 369,250	35.0%	\$ 1,055,315
Deductions		\$ 137,197	\$ 851,700	16.1%	\$ 138,871	15.9%	\$ 875,947

**VILLAGE OF LAKE BLUFF  
REQUEST FOR BOARD ACTION**

**Agenda Item: 7a**

**Subject:** A REPORT CONCERNING THE CONSIDERATION OF A CENTRAL  
BUSINESS DISTRICT WAYFINDING SIGN FOR THE TARGET  
PROPERTY LOCATED AT 975 ROCKLAND ROAD

**Action Requested:** ACCEPTANCE OF THE REPORT (Voice Vote)

**Originated By:** VILLAGE STAFF

**Referred To:** VILLAGE BOARD

**Summary of Background and Reason for Request:**

While not noted as a conditional of approval in either the Development Agreement or the Target Planned Commercial Development Ordinance, Target did commit to the Village during the entitlement process that they would install a wayfinding sign (directing visitors to key Lake Bluff destinations including the Central Business District (“CBD”)) as part of their redevelopment of the former Shepard Chevrolet property.

In May of this year, Target representatives submitted a concept drawing of the sign which was revised following staff comments and then forwarded to the Architectural Board of Review (“ABR”) for comment. On June 2, 2015 the ABR reviewed the sign and offered the following comments: (i) focus the map content on Lake Bluff, (ii) display bike routes prominently, and (iii) show an illustration of the historic CBD. On July 7, 2015 the ABR further discussed the signage and ultimately concluded that they do not believe that the value of the signage to the CBD will outweigh the visual clutter to the landscape another sign will bring. It should be noted that the CBD merchants support the installation of signage directing consumers to the CBD. At this time, Staff is seeking final consideration of the sign from the Village Board.

**Reports and Documents Attached:**

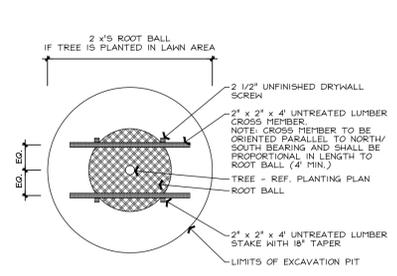
1. Wayfinding Sign Plan (to be provided no later than noon on Monday, July 13, 2015); and
2. Site Plan and Plaza Detail Plan with the locations highlighted in red.

**Village Staff’s Recommendation:** Acceptance of the Report.

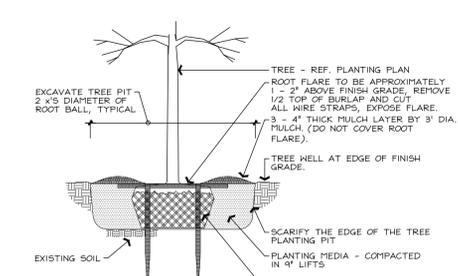
**Date Referred to Village Board:** 7/13/2015



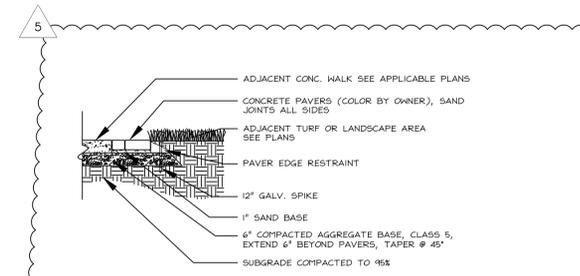
Drawing name: P:\CHS\_DEV\095727010\_target\_LakeBluff\_V2\_Design\Landscape\Plan\0 - L1.3 Landscape Plan.dwg Jul 11, 2014 12:11pm by: JonMayer  
 This document, together with the concepts and designs presented herein, is an instrument of service, as an instrument of service, and is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



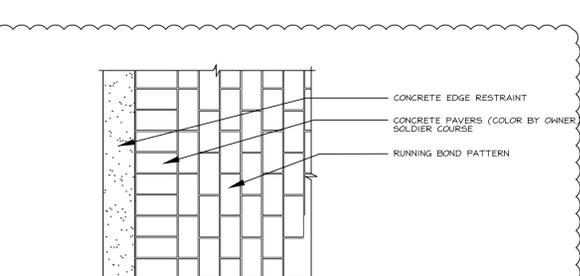
**01 TYPICAL TREE STAKING - PLAN**  
NTS



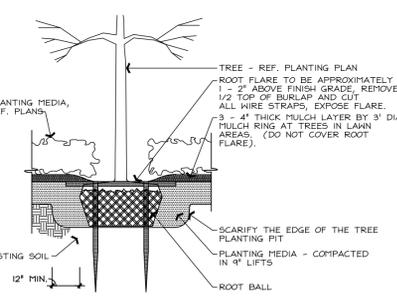
**06 TREE PLANTING IN LAWN - SECTION**  
NTS



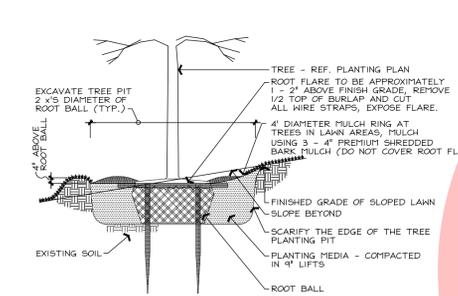
**11 CONCRETE PAVER - LAWN DETAIL**  
NTS



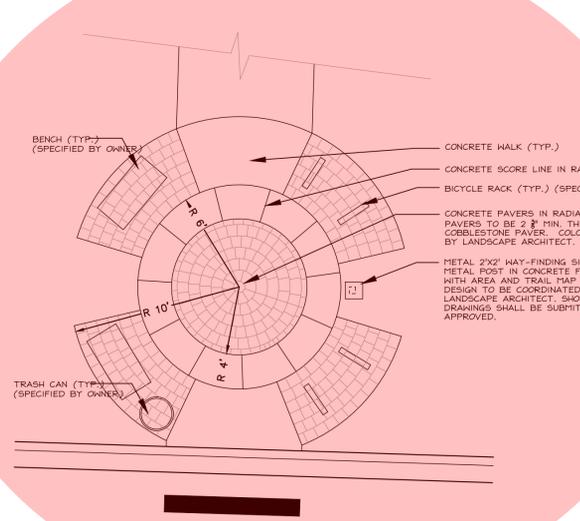
**14 CONCRETE PAVER CROSSWALK - PLAN VIEW**  
NTS



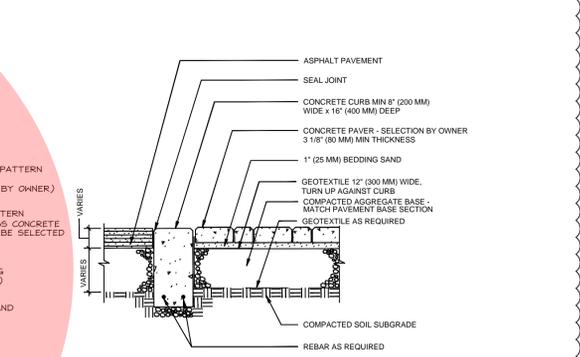
**02 TREE PLANTING IN PLANTER - SECTION**  
NTS



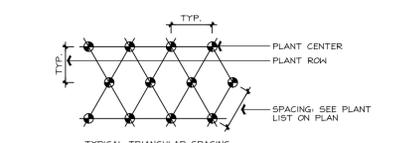
**07 TREE PLANTING ON SLOPE - SECTION**  
NTS



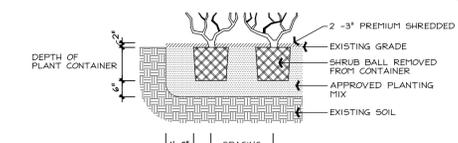
**12 BICYCLE ENTRANCE PLAZA - PLAN**  
NTS



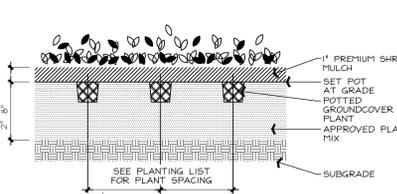
**15 CONCRETE PAVER CROSSWALK - DETAIL**  
NTS



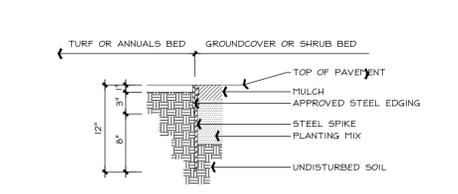
**03 PLANT SPACING - PLAN**  
NTS



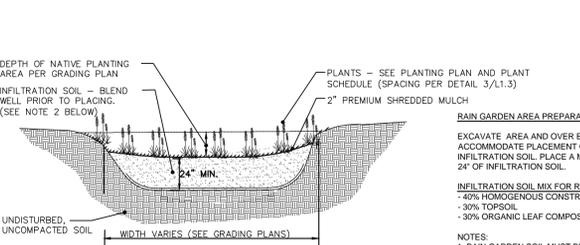
**08 SHRUB PLANTING - SECTION**  
NTS



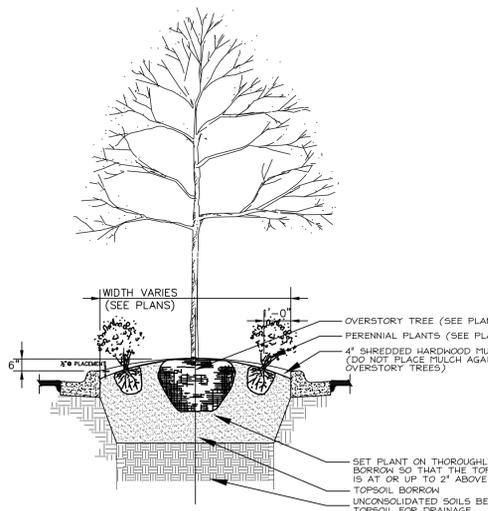
**04 GROUNDCOVER PLANTING - SECTION**  
NTS



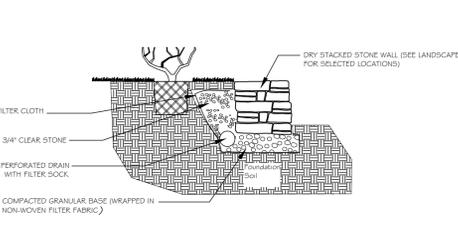
**09 STEEL EDGING - SECTION**  
NTS



**13 RAIN GARDEN AREA - SECTION**  
NTS



**05 TREE PLANTED IN ISLAND DETAIL - SECTION**  
NTS



**10 DRY STACKED STONE WALL DETAIL - SECTION**  
NTS

- SEEDING NOTES:**
- LOW WET SEED MIX SHALL BE SEED AS FOLLOWS:  
SEEDING RATE: 30 LBS./ACRE
  - LOW NATIVE SEED MIX SHALL BE SEED AS FOLLOWS:  
SEEDING RATE: 84.5 LB/ACRE
  - LIMITED MOW LAWN AREAS TO BE SEED WITH PRAIRIE NURSERY "NO MOW" LAWN SEED MIX AT A RATE OF 5 LBS. PER 1,000 SQUARE FEET OR 220 LBS. PER ACRE.
  - SEEDING SHALL OCCUR BETWEEN MAY 1 AND JUNE 15 OR BETWEEN SEPTEMBER 1 AND OCTOBER 15. SEEDING OUTSIDE OF THESE DATES SHALL BE APPROVED BY THE LANDSCAPE ARCHITECT. TEMPORARY IRRIGATION MAY BE REQUIRED.

**LOW WET PLANT LIST:**

Botanical Name	Common Name	lb/ac
Agropyron trachycaulum	Slender Wheat Grass	0.750
Amorphanesces	Leadplant	0.125
Andropogon scoparius (Schizachyrium s.)	Little Bluestem	3.000
Asclepias Species	Milkweed	0.125
Aster azureus (ooleptangiensis)	Sky Blue Aster	0.063
Aster laevis (Symphyotrichum laeve)	Smooth Blue Aster	0.063
Aster novae-angliae (Symphyotrichum n.)	New England Aster	0.063
Baptisia leucantha (alba macrophylla)	White Indigo	0.063
Bouteloua curtipendula	Sideoats Gramma	3.000
Calamagrostis canadensis	Blue Joint Grass	0.031
Carex annectens	Yellow Sedge	0.062
Carex bicknellii	Yicknell's Sedge	0.062
Carex brevior	"Shorter" Sedge	0.062
Cassia fasciculata	Partridge Pea	0.125
Echinacea pallida	Pale Purple Coneflower	0.281
Elymus canadensis	Canadian Wild Rye	2.000
Eryngium yuccifolium	Rattlesnake Master	0.188
Helioopsis helianthoides	Early Sunflower	0.125
Hypericum pyramidatum	Great St John'swort	0.031
Lespedeza capitata	Roundhead Bushclover	0.125
Liatris aspera	Button Blazingstar	0.125
Liatris pycnostachya	Prairie Blazingstar	0.188
Monarda fistulosa	Bergamot	0.031
Parthenium integrifolium	Wild Quinine	0.188
Panicum virgatum	Switch Grass	0.063
Penstemon digitalis	Foxglove Beardtongue	0.125
Petalostemum (Dalea) purpureum	Purple Prairie Clover	0.063
Physostegia virginiana	False Dragonhead	0.063
Potentilla arguta	Prairie Cinquefoil	0.063
Ratibida pinnata	Yellow Coneflower	0.125
Rosa blanda	Early Wild Rose	0.031
Rudbeckia hirta	Black-eyed Susan	0.500
Rudbeckia subtomentosa	Sweet Coneflower	0.031
Silphium integrifolium	Rosin Weed	0.188
Solidago nemoralis	Oldfield Goldenrod	0.125
Solidago (Oligoneuron) riddellii	Riddell's Goldenrod	0.063
Solidago (Oligoneuron) rigida	Stiff Goldenrod	0.063
Sporobolus heterolepis	Prairie Dropseed	0.250
Tradescantia ohlensis	Ohio Spiderwort	0.125
Verbena stricta	Hoary Vervain	0.125
Veronica fasciculata	Common Ironweed	0.188
Veronica missurica	Missouri Ironweed	0.063
Veronicastrum virginicum	Culver's Physic	0.006
	<b>Total</b>	<b>15.975</b>

**LOW NATIVE SEED MIX:**

SCIENTIFIC NAME	COMMON NAME	lb/ac
<b>GRASSES:</b>		
Andropogon gerardii	Big Bluestem	3
Bouteloua curtipendula	Sideoats Grama	3
Elymus canadensis	Canada Wild Rye	2
Panicum virgatum	Switchgrass	1
Schizachyrium	Little Bluestem	2.5
Sorghastrum nutans	Indiangrass	2.5
<b>MESIC FORBS:</b>		
Aster laevis	Smooth Blue Aster	0.03
Astragalus canadensis	Canada Milk Vetch	0.03
Dalea candidum	White Prairie Clover	0.03
Dalea purpurea	Purple Prairie Clover	0.03
Desmodium canadense	Showy Tick Trefoil	0.03
Echinacea angustifolia	Narrow-leaved Coneflower	0.03
Helioopsis helianthoides	Ox-eye Sunflower	0.03
Liatris aspera	Button Blazingstar	0.03
Liatris pycnostachya	Prairie Blazingstar	0.03
Monarda fistulosa	Wild Bergamot	0.03
Penstemon grandiflorus	Large-flowered Beardtongue	0.03
Pycnanthemum	Mountain Mint	0.03
Ratibida columnifera	Long-headed Coneflower	0.03
Ratibida pinnata	Yellow Coneflower	0.03
Rudbeckia hirta	Black-eyed Susan	0.03
Solidago rigida	Stiff Goldenrod	0.03
Verbena hastata	Blue Vervain	0.03
Verbena stricta	Hoary Vervain	0.03
Zizia aptera	Heartleaf Alexanders	0.03
Zizia aurea	Golden Alexanders	0.03
	<b>Total</b>	<b>14.57</b>
<b>COVER CROP:</b>		
Agropyron trachycaulum	Slender Wheatgrass	2.8
Lolium italicum	Annual Rye	11.2
Triticum aestivum	Winter Wheat	56

**RAIN GARDEN AREA PREPARATION**

EXCAVATE AREA AND OVER EXCAVATE TO ACCOMMODATE PLACEMENT OF 24" OF INFILTRATION SOIL. PLACE A MINIMUM OF 24" OF INFILTRATION SOIL.

**INFILTRATION SOIL MIX FOR RAIN GARDEN PLANTING AREA**  
 - 40% HOMOGENEOUS CONSTRUCTION SAND  
 - 30% TOPSOIL  
 - 30% ORGANIC LEAF COMPOST

- NOTES:**
- RAIN GARDEN SOIL MUST BE A MINIMUM DEPTH OF 24".
  - CONSTRUCTION SAND SHALL BE CLEAN AND FREE FROM DELETRIOUS MATERIAL. AASHTO M-6 OR ASTM C-33 WITH 0.02" TO 0.04" GRAIN SIZE.
  - TOPSOIL SHALL BE SANDY LOAM, LOAMY AND OR LOAM TEXTURE PER USDA TEXTURAL TRIANGLE WITH LESS THAN 5% CLAY CONTENT (SEE INFILTRATION SOIL MIX NOTES ON SHEET L-1.2).
  - ORGANIC LEAF COMPOST.
  - PLANT QUANTITY TO BE DETERMINED BY LANDSCAPE CONTRACTOR BASED ON SPECIFIED PLANT SPACING.

**RAIN GARDEN PLANT LIST:**

QTY.	COMMON NAME	BOTANICAL NAME	SIZE	SPACING
TBD	Prairie Dropseed	Sporobolus heterolepis	2 3/8"(width) x 3 3/4"(depth) plug	49 pots/flat
				Plugs shall be spaced 16" o.c.

**Kimley»Horn**  
 ©2014, Kimley-Horn and Associates, Inc.  
 Engineering, Planning and Environmental Consultants  
 100 Warrville Road, Suite 350  
 Warrville, OH 44095  
 Phone: 419-487-5550  
 Fax: 312-726-9449  
 L86, IL 60532

**LANDSCAPE DETAILS**

**SHEPARD REDEVELOPMENT**  
 LAKE BLUFF, ILLINOIS  
 930 CARRIAGE PARK AVENUE

1	REVISED PER JURISDICTIONAL/CLIENT COMMENTS	04/29/2014	DATE
2	REVISED PER JURISDICTIONAL/CLIENT COMMENTS	05/23/2014	DATE
3	REVISED PER JURISDICTIONAL/CLIENT COMMENTS	06/09/2014	DATE
4	REVISED PER JURISDICTIONAL/CLIENT COMMENTS	06/25/2014	DATE
5	REVISED PER JURISDICTIONAL/CLIENT COMMENTS	07/11/2014	DATE
	REVISIONS		DATE
			BY

SCALE: AS NOTED  
 DESIGNED BY: LEN  
 DRAWN BY: JPM  
 CHECKED BY: JMM

DATE OF SIGNATURE: 07/11/14

DATE: 02/11/2014  
 KHA PROJECT NO. 095727013  
 SHEET NUMBER L1.3

**VILLAGE OF LAKE BLUFF  
REQUEST FOR BOARD ACTION**

**Agenda Item: 11**

**Subject:** A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION CONTRACT WITH PINNER ELECTRIC, INC. OF LAGRANGE, ILLINOIS, FOR THE VILLAGE OF LAKE BLUFF'S FY 2016 RECTANGULAR RAPID FLASHING BEACONS PROJECT

**Action Requested:** ADOPTION OF RESOLUTION (Roll Call Vote)

**Originated By:** VILLAGE BOARD

**Referred To:** VILLAGE ENGINEER

**Summary of Background and Reason For Request:**

At 10:00 a.m. on Tuesday, July 7, 2015, bids were opened for the Village's FY2016 Sheridan Road at East Scranton Avenue Rectangular Rapid Flashing Beacons Project (Crossing Improvements). Only one bid was received (Pinner Electric, Inc. of LaGrange, Illinois) which was in the amount of \$49,541.00.

The Village's FY2016 Budget includes a total of \$55,000 for the Sheridan Road at East Scranton Avenue crossing improvements. In addition to the bid received from Pinner Electric, Inc. the Village also has an agreement with HLR Inc. to provide construction observations services for the project for the cost of \$3,880.00. The Village also intends to contract with a separate company to move a portion of the split rail fence on the east side of Sheridan Road to the south of East Scranton Avenue. The fence work is intended to provide a better line of site for northbound motorists on Sheridan Road and the estimated cost of the relocation is \$1,000.00. The sum of the bid for the Flashing Beacons, the agreement for construction observation services, and estimated cost of moving a portion of the fence is \$54,421 which is \$579 less than the FY2016 budget amount of \$55,000.

According to the Village's consultant, HLR Engineering, Pinner Electric, Inc. has completed numerous traffic signal projects in the area in the past. The Village Engineer is recommending that an award be made to Pinner Electric, Inc. in the total low bid amount of \$49,541.00.

**Reports and Documents Attached:**

- A copy of the Resolution

**Village Administrator's Recommendation:** Adoption of Resolution

**Date Referred to Village Board:** 7/13/2015

**RESOLUTION NO. 2015-\_\_**

**A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION CONTRACT WITH PINNER ELECTRIC, INC. OF LAGRANGE, ILLINOIS, FOR THE VILLAGE OF LAKE BLUFF'S FY2016 RECTANGULAR RAPID FLASHING BEACON PROJECT**

**WHEREAS**, the Village's Purchasing Policy and Procedures Manual provides for the solicitation of competitive bids for the construction of public works projects in excess of \$20,000; and,

**WHEREAS**, the Village Engineer supervised the preparation of contract documents specifying the Village's FY 2016 Rectangular Rapid Flashing Beacon Project; and,

**WHEREAS**, sealed bids for the Village's FY2016 Rectangular Rapid Flashing Beacon Project were opened and read aloud at 10:00 A.M., on Tuesday, July 7, 2015, in the Board Room of the Lake Bluff Village Hall; and,

**WHEREAS**, Pinner Electric Inc. submitted the lowest responsive and qualified bid for the specified improvements for the work at a total unit price extended amount of \$49,541.00; and,

**WHEREAS**, adequate funds are included in the Village's approved FY 2016 budget for the Sheridan Road/East Scranton Avenue Crossing Improvements Project; and,

**WHEREAS**, the Village Engineer recommends awarding the contract to Pinner Electric Inc., of LaGrange, Illinois.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS** as follows:

1. The Village Board of Trustees hereby awards the FY2016 Rectangular Rapid Flashing Beacons Project to the lowest responsive and qualified bidder: Pinner Electric Inc., of LaGrange, Illinois.
2. The Village Administrator is hereby authorized and directed to execute a construction contract in a form acceptable to the Village Attorney with Pinner Electric Inc. of LaGrange, Illinois to complete the FY2016 Rectangular Rapid Flashing Beacons Project at a total extended unit price amount of \$49,541.00.

**PASSED** this 13th day of July, 2015, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

**AYES:** (0)

**NAYS:** (0)

**ABSENT:** (0)

**APPROVED** this 13<sup>th</sup> day of July, 2015.

\_\_\_\_\_  
Village President

**ATTEST:**

\_\_\_\_\_  
Village Clerk

**VILLAGE OF LAKE BLUFF  
REQUEST FOR BOARD ACTION**

**Agenda Item: 12**

**Subject:** AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE'S  
REAR YARD SETBACK REGULATIONS (404 Moffett Road)

**Action Requested:** FIRST READING APPROVAL (Roll Call Vote)

**Originated By:** VINCENT FLANNERY & JODI BARKE (Petitioners)

**Referred To:** JOINT PLAN COMMISSION & ZONING BOARD OF APPEALS

**Summary of Background and Reason For Request:**

On May 22, 2015 the Village received a zoning application from Vincent Flannery and Jodi Barke (Petitioners), property owners of 404 Moffett Road, requesting a zoning variation to allow for the construction of an arbor that would encroach 7 ft. 6 in. into the rear yard setback along Sylvan Road. The arbor is 6 ft. 6 in. in height and 4 ft. 2 in. wide and will be placed at the northeast corner of the house adjacent to the attached garage. The property is considered an irregular through lot and must maintain a rear yard setback that is equal to its 20 ft. required front yard setback for the R-4 Residence District.

At its meeting on June 17<sup>th</sup> the Plan Commission & Zoning Board of Appeals (PCZBA) conducted a public hearing and recommended the Village Board approve the requested zoning variation to allow the arbor to encroach 7 ft. 6 in., or a 37.5% variation, into the rear setback along Sylvan Road. Additionally, the Petitioners are requesting approval to allow portions of the existing, as well as the proposed landscaping, to be planted in the Village's right-of-way and will be formally considered in agenda item 13.

The Petitioners, as well as Village Staff, will be in attendance to answer questions from the Board.

**Reports and Documents Attached:**

- Ordinance (with Exhibits) Granting Requested Variation for 404 Moffett Road.

**PCZBA's Recommendation:** Approval of the Ordinance.

**Village Administrator's Recommendation:** Consideration of First Reading of the Ordinance.

**Date Referred to Village Board:** 7/13/2015

ORDINANCE NO. 2015-\_\_\_\_\_

**AN ORDINANCE GRANTING A VARIATION  
FROM THE VILLAGE'S REAR YARD SETBACK REGULATIONS  
(404 Moffett)**

**WHEREAS**, Vincent Flannery and Jodi Barke (collectively, "**Applicant**") are the owners of the property located in the Village's R-4 Residence District ("**R-4 District**") at 404 Moffett Road, Lake Bluff, Illinois, which is legally described on **Exhibit A** attached hereto ("**Property**"); and

**WHEREAS**, the Property is considered an irregular "through lot" and must maintain a rear yard setback that is equal to its 20 foot required front yard setback pursuant to Sections 10-4-1B and 10-5-3A of the Zoning Regulations; and

**WHEREAS**, on May 22, 2015, the Applicant submitted an application including site plans, elevations, and a plat of survey (collectively, "**Application**"), requesting a variation from the rear yard setback regulations of the Lake Bluff Zoning Regulations in order to construct an arbor at the northeast corner of the existing home on the Property ("**Arbor**") that encroaches approximately 7.5 feet into the required rear yard setback ("**Rear Yard Setback Variation**"); and

**WHEREAS**, on June 17, 2015, the Village's Joint Plan Commission and Zoning Board of Appeals ("**PCZBA**") conducted a duly-noticed public hearing to consider the Rear Yard Setback Variation and recommended that the Village Board grant the Rear Yard Setback Variation; and

**WHEREAS**, the President and Board of Trustees has determined that it would be in the best interest of the Village to grant the Rear Yard Setback Variation in accordance with, and subject to, the conditions, restrictions, and provisions of this Ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, AS FOLLOWS:**

**Section 1. Recitals.**

The foregoing recitals are incorporated into this Ordinance as the findings of the President and Board of Trustees.

**Section 2. Public Hearing.**

A public hearing to consider the applicant's request for a variation from the rear yard setback regulations and the fence height regulations for the R-2 District in was duly advertised on June 1, 2015, in *The News-Sun*, and was held by the PCZBA on June 17, 2015, on which date the PCZBA recommended approval of the requested variation from the rear yard setback regulations.

**Section 3. Grant of Variation.**

Pursuant to the standards and procedures set forth in Section 10-2-4 of the Lake Bluff Zoning Regulations and subject to and contingent upon the conditions, restrictions, and

provisions set forth in Section 4 of this Ordinance, a variation of approximately 7.5 feet, or 37.5% percent, is hereby granted to the Applicant from the restrictions of Section 10-4-1B and 10-5-3 of the Lake Bluff Zoning Regulations to permit the Arbor to encroach 7.5 feet into the required rear yard setback for the Property.

**Section 4. Conditions of Approval.**

The findings in Section 1 and the variation granted in Section 3 of this Ordinance are hereby expressly subject to and contingent upon each of the conditions set forth in this Section.

A. Compliance with Application. The Arbor, the Property and all operations conducted thereon must be developed, used, maintained, and located in substantial compliance with the provisions set forth in Section 3 of this Ordinance and the Application attached to this Ordinance as **Exhibit B**.

B. Compliance with Applicable Law. In addition to the other specific requirements of this Ordinance, the Arbor, the Property, and all operations conducted thereon must comply at all times with all applicable federal, state, and Village statutes, ordinances, resolutions, rules, codes, and regulations, including building, electrical, and fire prevention codes.

**Section 5. Failure to Comply with Conditions.**

Upon failure or refusal of the Applicant, or any of its officers, employees, or agents, to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the variations granted in this Ordinance will, at the sole discretion of the Village Board of Trustees, by ordinance duly adopted, be revoked and become null and void.

**Section 6. Binding Effect; Non-Transferability.**

The privileges, obligations, and provisions of each and every Section of this Ordinance are for and will inure to the benefit of and run with and bind the Property, unless otherwise explicitly set forth in this Ordinance.

**Section 7. No Third Party Beneficiaries.**

Nothing in this Ordinance creates, or will be construed or interpreted to create, any third party beneficiary rights.

**Section 8. Effective Date.**

A. This Ordinance will be effective only upon the occurrence of all of the following events:

- i. Passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law;
- ii. Printing and publication of this Ordinance in the manner required by law; and
- iii. The filing by the Applicant with the Village Clerk, for recording in the Office of the Lake County Recorder of Deeds, of an

unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. The unconditional agreement and consent must be executed by the Applicant. The unconditional agreement and consent must be substantially in the form attached hereto and incorporated herein as **Exhibit C**.

B. In the event that the Applicant does not file with the Village Clerk the unconditional agreement and consent required by Paragraph 8.A(iii) of this Ordinance within 60 days after the date of final passage of this Ordinance, the Village Board of Trustees will have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

**PASSED** this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

**AYES:** ( )

**NAYS:** ( )

**ABSTAIN:** ( )

**ABSENT:** ( )

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk

**FIRST READING:** \_\_\_\_\_

**SECOND READING:** \_\_\_\_\_

**PASSED:** \_\_\_\_\_

**APPROVED:** \_\_\_\_\_

**PUBLISHED IN PAMPHLET FORM:** \_\_\_\_\_

**Exhibit A**

**Legal Description of the Subject Property**

PARCEL 1: LOTS 1, 2 AND 3 IN BLOCK 15 IN LAKE BLUFF, BEING A SUBDIVISION OF THE NORTHEAST FRACTIONAL QUARTER AND PART OF THE NORTHWEST QUARTER OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED ON MARCH 15, 1877 AS DOCUMENT NUMBER 16918, IN BOOK "A" OF PLATS, PAGE 95, IN LAKE COUNTY, ILLINOIS.

PARCEL 2: THAT PART OF THE 20 FOOT STRIP AS SHOWN ON THE PLAT OF LAKE BLUFF, AFORESAID, LYING NORTH AND ADJOINING SAID LOTS 1, 2 AND 3, SAID 20 FOOT STRIP VACATED BY ORDINANCE OF THE VILLAGE OF LAKE BLUFF RECORDED ON SEPTEMBER 1, 1926 AS DOCUMENT NUMBER 323801 IN LAKE COUNTY, ILLINOIS

PIN # 12-21-222-021

Commonly known as 404 Moffett Road, Lake Bluff, Illinois.

**Exhibit B**

**Zoning Application and Related Documents**

## VILLAGE OF LAKE BLUFF

### Memorandum

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**TO:** Chair Kraus and Members of the Joint Plan Commission & Zoning Board of Appeals  
**FROM:** Brandon J. Stanick, Assistant to the Village Administrator  
**DATE:** June 12, 2015  
**SUBJECT:** **Agenda Item #4** - 404 Moffett Rd. Irregular Lot Rear Yd. Setback Variation

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<b>Applicant Information:</b>	Vincent Flannery and Jodi Barke (Petitioners/Owners)
<b>Location:</b>	404 Moffett Road
<b>Existing Zoning:</b>	R-4 Zoning District (single-family detached residential)
<b>Purpose:</b>	To construct an arbor, 6 ft. 6 in. in height, at the northeast corner of the house.
<b>Requested Action:</b>	Seeking a zoning variation from the Zoning Regulations regarding irregular lots to allow a 7 ft. 6 in. encroachment into the required rear yard setback along Sylvan Road.
<b>Public Notice:</b>	<i>Lake County News Sun</i> – June 1, 2015
<b>Lot Area:</b>	14,422 sq. ft.
<b>Existing Land Use:</b>	Single-family residential
<b>Surrounding Land Use:</b>	<ul style="list-style-type: none"><li>• North: Single-family residential</li><li>• East: Single-family residential</li><li>• South: Single-family residential</li><li>• West: Single-family residential</li></ul>
<b>Comprehensive Plan Land Use Objectives:</b>	<ul style="list-style-type: none"><li>• Preserve the unique residential character of the area; and</li><li>• Encourage rehabilitation and control redevelopment in an orderly manner compatible with neighboring properties.</li></ul>
<b>Zoning History:</b>	Not applicable
<b>Applicable Land Use Regulations:</b>	Irregular Lots (Section 10-4-2I) Yard & Setback Exceptions (Section 10-4-1B) Front Yard Setback Requirements (Section 10-5-3A)

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## **Background and Summary**

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On May 22, 2015 the Village received a zoning application from Vincent Flannery and Jodi Barke (Petitioner), property owners of 404 Moffett Road, requesting a zoning variation from the Zoning Regulations regarding irregular lots to allow for the construction of an arbor that would encroach 7 ft. 6 in. into the rear yard setback along Sylvan Road. The arbor is 6 ft. 6 in. in height and 4 ft. 2 in. wide and will be placed at the northeast corner of the house adjacent to the attached garage.

## **Existing Conditions**

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The existing one and one-half story single-family residence is located on a through lot bounded by Sylvan Road, Moffett Road and E. Sheridan Place. The front of the house is oriented to the southeast corner of the lot along Moffett Road. The lot is classified as an irregular lot due to its shape (and not because of the orientation of the house). Pursuant to Section 10-4-2I of the Zoning Code, setback requirements for irregular lots are the same as the setback requirements for immediately adjacent lots along the common lot line. The house at 404 Moffett Road is adjacent to one other lot and shares a common lot line with 421 Sylvan Rd.

The parcel is also classified as a through lot, which is a lot having its front and rear yards each abutting on a street or street right-of-way; 404 Moffett has a front yard along E. Sheridan Pl. and a rear yard along Sylvan Rd. Pursuant to Section 10-4-1B(1) of the Zoning Code, the setback for through lots shall conform to the front yard setback requirements of the zoning district in which such lot and the lots adjoining it on either side are located. Both 404 Moffett Rd. and its neighboring lot, 421 Sylvan Rd., are located in the R-4 Zoning District. The required front yard setback is 20 ft. in the R-4 Zoning District, and because 404 Moffett Rd. is a through lot, setbacks from each street are the same at 20 ft. (reference plat of survey).

Additionally, there is a line of tall bushes along Sylvan Rd. that screen the northeast corner of the property at the Sylvan Rd./Moffett Rd. intersection. The existing bushes are located in the Village's right-of-way (reference plat of survey) and were not previously approved by the Village Board. Also, the existing bushes are located in an area that creates a public safety hazard by interfering with vehicular sight lines at the Sylvan Rd./Moffett Rd. intersection. The Petitioner has been made aware of this existing condition which will require an alternate landscape plan, and if the Petitioner would like to continue with landscape treatment within the Village's right-of-way, will require Village Board approval.

## **Zoning Analysis**

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Village Staff has conducted the required zoning analysis and confirms the proposed arbor requires a variation from the Zoning Regulations regarding irregular lots to allow an approximate 7 ft. 6 in. encroachment into the required rear yard setback along Sylvan Road.

The Petitioners have provided statements addressing the standards for variation in the attached zoning application. The PCZBA should consider if the Petitioners' statements and submitted materials satisfy the established standards for variation.

## **PCZBA Authority**

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The PCZBA has the authority to:

- Recommend the Village Board approve, approve with the condition the landscape in the northeasterly right-of-way is addressed, or deny the Petitioners' request for:
  - A 37.5% variation from the **Zoning Regulations regarding irregular lots** to allow a 7 ft. 6 in. encroachment into the required rear yard setback along Sylvan Road.

## **Recommendation**

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Following the public hearing to consider the requested variation, the PCZBA should take one of the following actions:

- If more information is required, continue the public hearing to a date certain to allow the Petitioners to provide additional information; or
- If more information is not required, vote to:
  - Recommend the Village Board approve, approved with conditions, or deny the requested variation from the Village's Zoning Code.

## **Attachments**

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- Petitioners' zoning application and related material;
- Comprehensive Land Use Objectives for Land Use Area 2; and
- Aerial Map of Neighborhood.

If you should have any questions concerning the information provided in this memorandum please feel free to contact me at 847-283-6889.

FEE PAID:   
 RECEIPT NUMBER:

DATE RECEIVED   
 BY VILLAGE:

**RECEIVED**  
MAY 22 2015

**VILLAGE OF LAKE BLUFF** BY: .....  
**APPLICATION FOR ZONING VARIATION, SPECIAL USE PERMIT, REZONING, OR PRD**

**SUBJECT PROPERTY**

Address: 404 Moffett Road Zoning District: R4  
(Property address for which application is submitted)  
Current Use: Residential  
(Residential, Commercial, Industrial, Vacant, Etc.)  
PIN Number: 12-21-222-021

**APPLICANT**

Applicant: Vincent Flannery  
Address: 404 Moffett Road, LB  
(Address if different than subject property)  
Relationship of Applicant to Property: owner  
(Owner, Contract Purchaser, Etc.)  
Home Telephone: (312) 504-8083 Business Telephone: \_\_\_\_\_

**OWNER**

<p><b>Owner - Title Holder</b> Name: <u>Vincent Flannery</u> Address: <u>404 Moffett Road</u> <u>LB 60014</u> Daytime Phone: <u>312 504 8083</u></p>	<p><b>If Joint Ownership</b> Joint Owner: <u>Jodi Burke</u> Address: <u>404 Moffett Road</u> <u>LB</u> Daytime Phone: <u>(312) 504-8083</u></p>
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If ownership is other than individual and/or joint ownership, please check appropriate category and provide all additional ownership information as an attachment.

- |                                       |                                      |
|---------------------------------------|--------------------------------------|
| <input type="checkbox"/> Corporation  | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> Land Trust   | <input type="checkbox"/> Trust       |
| <input type="checkbox"/> Other: _____ |                                      |

Are all real estate taxes, special assessments and other obligations on the subject property paid in full?

Yes  No If No, Explain: \_\_\_\_\_

## ACTION REQUESTED

To provide time for legal notification requirements, any application requiring a Public Hearing before the Zoning Board of Appeals must be received at least 25 days prior to the next meeting date.

- Zoning Variation
- Special Use Permit
- Text Amendment
- Rezoning
- Planned Residential Development
- Other: \_\_\_\_\_

Applicable Section(s) of Zoning Ordinance, if known: \_\_\_\_\_ SECTION 10-4-21, IRREGULAR LOTS

Narrative description of request: INSTALL Decorative ARBOR  
FOR ACCESS POINT TO REAR YARD & ADD SOME  
PRIVACY FROM DRIVE & MOFFETT ROAD

## STANDARDS FOR VARIATIONS AND SPECIAL USE PERMITS

The Zoning Board is required by the Illinois State Statutes to apply the following standards in reviewing requests for Variations and Special Use Permits. The Board may only grant a variation or recommend that the Village Board grant a variation in cases where there are practical difficulties and particular hardships brought about by the strict application of the Zoning Ordinance and not by any persons, presently or formerly, having an interest in the property. The applicant has the burden of establishing each of these standards both in writing and at the Public Hearing. Please attach additional materials if necessary.

### STANDARDS FOR VARIATIONS:

1. **Practical Difficulty or Hardship:** Describe the practical difficulty or particular hardship that would result from the strict application of the Zoning Ordinance.

No privacy to REAR YARD  
CLOSE OFF VIEW TO DRIVEWAY & MOFFETT RD

2. **Unique Physical Condition:** Describe the unique characteristics of the lot or structures on the subject property which are exceptional, such as: a) existing unique structures or uses, b) irregular lot shape, size, or location, c) exceptional topographical features, or d) other extraordinary physical conditions.

This is an irregular shaped LOT WITH  
STREETS ON THREE SIDES, SYLVAN, MOFFETT, E. SHERIDAN place

3. **Special Privilege:** Describe how the request will not simply provide the applicant with a special privilege that other property owners do not enjoy. The request must be for relief from the regulations due to hardship, and not simply to reduce inconvenience or to provide for financial gain.

Arbor is to beautify yard only. There are many Arbors in town and this lot is more restricted by zoning due to layout. Streets on three sides

4. **Code Purposes:** Describe how the request does not violate the intentions of the regulations. The applicant must show that the request does not adversely impact surrounding properties or the general welfare.

Arbor is decorative feature & will not impact surrounding properties. Arbor is on North East side of house & is adjacent to streets NOT neighbors

5. **Public Health and Safety:** Describe how the request will not: a) adversely impact the supply of light and air to adjacent properties, b) increase traffic congestion, c) increase the hazard of fire, d) endanger public safety, e) diminish the value of property within the surrounding area, or f) impair the public health, safety, comfort, morals, and welfare of the people.

(No impact)

### STANDARDS FOR SPECIAL USE PERMITS:

1. **General Standard:** Describe how the proposed use will not adversely impact adjacent properties.

2. **No Interference with Surrounding Development:** Describe how the proposed use will not hinder or interfere with the development or use of surrounding properties.

3. **Adequate Public Facilities:** Describe how the proposed use will be served by streets, public utilities, police and fire service, drainage, refuse disposal, parks, libraries and other public services.

4. **No Traffic Congestion:** Describe how the proposed use will not cause undue traffic and traffic congestion.

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5. **No Destruction of Significant Features:** Describe how the proposed use will not destroy or damage natural, scenic or historic features.

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### STANDARDS FOR TEXT AMENDMENTS

The wisdom of amending the Village Zoning Map or the text of the Zoning Code is a matter committed to the sound legislative discretion of the Village Board of Trustees and is not dictated by any set standard. In determining whether a proposed amendment will be granted or denied the Board of Trustees may be guided by the principle that its power to amend this title should be exercised in the public good.

#### TEXT AMENDMENT GUIDING PRINCIPLES:

In considering whether the principle is satisfied in amending the text of the Zoning Code, the Board of trustees may weigh, among other factors, the following:

1. **The consistency of the proposed amendment with the purposes of this title:**

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2. **The community need for the proposed amendment and any uses or development it would allow:**

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3. **The conformity of the proposed amendment with the village's comprehensive plan and zoning map, or the reasons justifying its lack of conformity:**

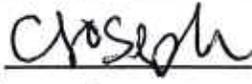
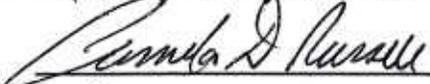
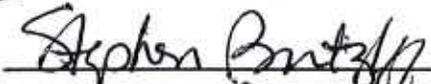
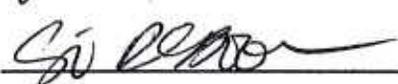
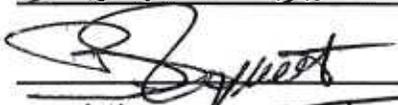
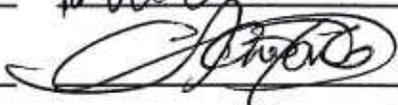
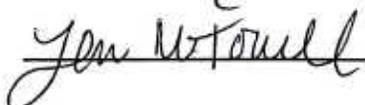
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I APPROVE the building of an arbor at 404 MOFFETT ROAD  
I understand that a variance is required due to the set backs, etc

	<u>PRINT NAME</u>	<u>SIGNATURE</u>	<u>ADDRESS</u>
1	DAVID KISSEL		422 Ravine
2	Courtney Joseph		440 Ravine Ave
3	Nan (Anne) Caldwell		400 Ravine Ave.
4	Mary H. Franke	MARY H. FRANKEUR	456 Gurney Ave.
5	Pam Russell		448 Gurney Ave.
6	Stephen Bantzoff		329 Sylvan Rd.
	Kathryn Bantzoff		329 Sylvan Rd.
8	Alan DeBoom		381 Moffett Rd
9	Kendall DeBoom		381 Moffett Rd
10	Siv DeBoom		381 Moffett Rd.
11	Stephen Best	STEPHEN BEST	361 Moffett Rd.
12	Bryan Ruppert		654 Mawman Ave
13	Sandi Ruppert		654 Mawman Ave
14	MARGARET WHITE		400 E. SHERIDAN
15	PETE WHITE		" " "
16	AARON TOMLE		421 SYLVAN RD
17	Lauren Tomle		421 Sylvan Rd
18			
19			
20			



# LakeCounty

FROM THE OFFICE OF: DAVID B. STOLMAN, LAKE COUNTY COLLECTOR  
Make Checks Payable to: LAKE COUNTY COLLECTOR

1ST INSTALLMENT  
PAYMENT COUPON  
RETURN WITH PAYMENT

# 1

Tax Year 2014  
12-21-222-021

12-21-222-021



VINCENT FLANNERY  
404 MOFFETT RD  
LAKE BLUFF IL 60044-2602



Taxes Due on or before 6/3/2015  
**\$10,304.92 DUE**

Tax Bills are mailed to the taxpayer of record,  
even if your Lender is responsible for payment.

00003920

122122202100000001030492201412

Name Change

↓ TEAR HERE ↓



# LakeCounty

FROM THE OFFICE OF: DAVID B. STOLMAN, LAKE COUNTY COLLECTOR  
Make Checks Payable to: LAKE COUNTY COLLECTOR

2ND INSTALLMENT  
PAYMENT COUPON  
RETURN WITH PAYMENT

# 2

Tax Year 2014  
12-21-222-021

Tax Bills are mailed to the taxpayer of record,  
even if your Lender is responsible for payment.

12-21-222-021



Taxes Due on or before 9/3/2015  
**\$10,304.93 DUE**

VINCENT FLANNERY  
404 MOFFETT RD  
LAKE BLUFF IL 60044-2602

122122202100000001030493201423

Name Change

↓ TEAR HERE ↓

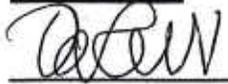
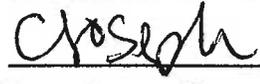
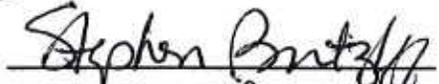
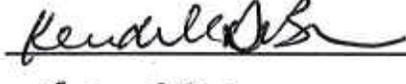
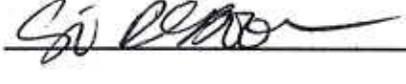
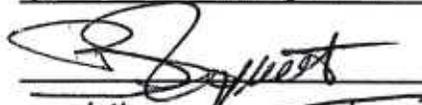
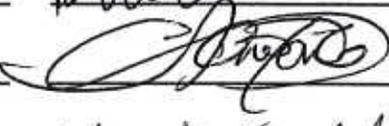
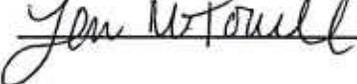
Property Location: 404 MOFFETT RD  
LAKE BLUFF  
Legal Description: VILLAGE OF LAKE BLUFF LOTS 1 2 & 3 ALSO VAC 20 FT  
STRIP LYG N & ADJ BLOCK 15

Pin Number 12-21-222-021  
Tax Year 2014  
Tax Code 10011  
Acres 0.00

Taxing Body	Rate	Current Amount	Change From Prior Year
COUNTY OF LAKE	0.549129	\$1,590.82	27.17
COUNTY OF LAKE PENSION	0.133370	\$386.37	12.27
VIL OF LAKE BLUFF	0.455258	\$1,318.89	6:61
VIL OF LAKE BLUFF LIBRARY	0.182249	\$527.98	13.59
VIL OF LAKE BLUFF PENSION	0.204499	\$592.43	28.36
ROAD AND BRIDGE-SHIELDS	0.033064	\$95.79	2.26
LAKE BLUFF PARK DIST	0.469337	\$1,359.69	129.24
LAKE BLUFF PARK DIST PENSION	0.066469	\$192.57	17.21
LAKE BLUFF MOSQUITO ABATEMENT	0.015332	\$44.42	0.58
LAKE BLUFF SCHOOL DISTRICT #65	2.702081	\$7,827.99	205.70
LAKE BLUFF SCHOOL DISTRICT #65 PENSION	0.074486	\$215.79	43.35
COLLEGE OF LAKE COUNTY #532	0.306068	\$886.69	21.58
LAKE FOREST HIGH SCHOOL DISTRICT #115	1.396017	\$4,044.29	43.16
LAKE FOREST HIGH SCHOOL DISTRICT #115 PENSION	0.052113	\$150.97	1.91
NORTH SHORE WATER RECLAMATION DISTRICT	0.169401	\$490.76	11.44
FOREST PRESERVE	0.200430	\$580.65	-18.50
FOREST PRESERVE PENSION	0.009573	\$27.73	-10.26
CEN LK COUNTY JOINT ACTION WATER AGENCY	0.055907	\$161.96	1.21
TOWNSHIP OF SHIELDS	0.036970	\$107.10	4.81
TOWNSHIP OF SHIELDS PENSION	0.002401	\$6.96	1.11
<b>TOTALS</b>	<b>7.114154</b>	<b>\$20,609.85</b>	<b>\$542.80</b>

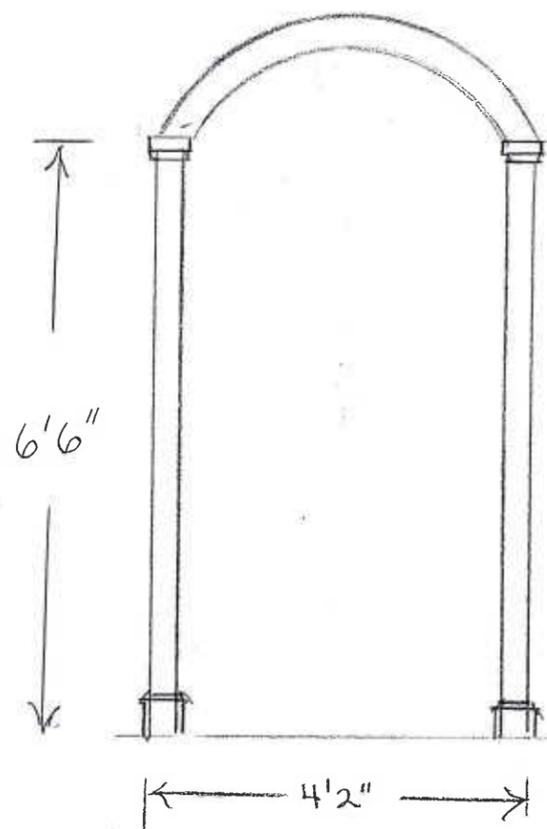
Land Value	\$106,487
+ Building Value	\$189,215
x State Multiplier	1
= Equalized Value	\$295,702
+ Farm Land and Bldg Value	
+ State Assessed Pollution Ctrl	
+ State Assessed Railroads	
= Total Assessed Value	\$295,702
- Fully Exempt	
- Senior Freeze	
- Home Improvement	
- General Homestead	\$6,000.00
- Senior Homestead	
- Disabled / Veterans	
- Returning Veterans	
= Taxable Valuation	\$289,702
x Tax Rate	7.114154
= Real Estate Tax	\$20,609.85
+ Special Service Area	
+ Drainage	
= Total Current Year Tax	\$20,609.85
+ Omitted Tax	
+ Forfeited Tax	
<b>= TOTAL TAX BILLED</b>	<b>\$20,609.85</b>
Fair Market Value	\$887,106
1st Installment Due 6/3/2015	\$10,304.92
2nd Installment Due 9/3/2015	\$10,304.93

I APPROVE the building of an arbor at 404 MOFFETT ROAD  
I understand that a variance is required due to the set backs, etc

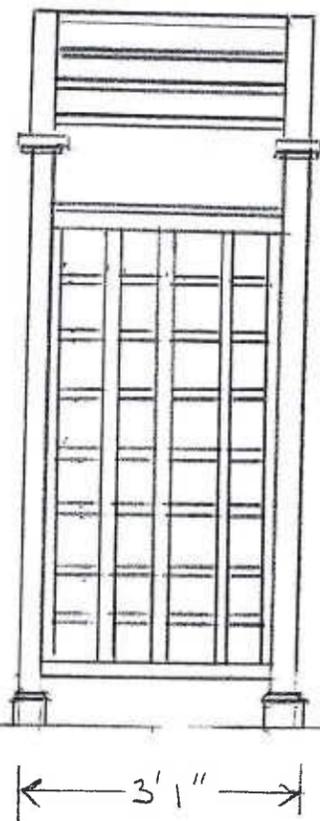
	<u>PRINT NAME</u>	<u>SIGNATURE</u>	<u>ADDRESS</u>
1	DAVID KISSEL		422 RAVINE
2	Courtney Joseph		410 Ravine Ave
3	Nan (Anne) Caldwell		400 Ravine Ave.
4	Mary H. Fancher	MARY H. FANCHER	456 Gurney Ave.
5	Pam Russell		448 Gurney Ave.
6	Stephen Bantzoff		329 Sylvan Rd.
	Kathryn Bantzoff		329 Sylvan Rd.
8	Alan DeBroom		381 Moffett Rd
9	Kendall DeBroom		381 Moffett Rd
10	Siv DeBroom		381 Moffett Rd.
11	Stephen Bantz	STEPHEN BANTZ	361 Moffett Rd.
12	Bryan Ruppert		654 MAUNYAN AVE
13	Sandi Ruppert		654 MAUNYAN AVE
14	MARGARET WHITE		400 E. SHERIDAN
15	PETE WHITE		" " "
16	AARON TOWLE		421 SYLVAN RD
17	Lauren Towle		421 Sylvan Rd
18			
19			
20			



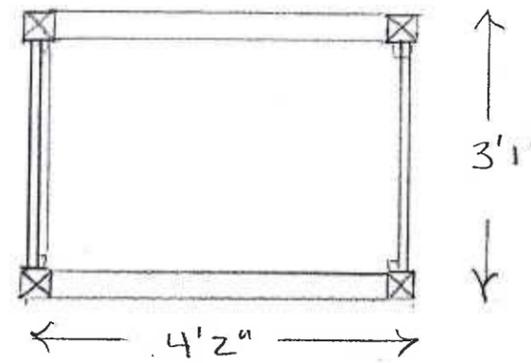




FRONT & REAR  
VIEW



SIDE VIEW



FLOOR PLAN

JODIE BARKE  
& VINCE FLANNERY

JODIE & VINCE  
404 MOTT RD  
LAKE BLUFF IL.



## Exhibit C

### Applicants' Unconditional Agreement and Consent

TO: The Village of Lake Bluff, Illinois ("**Village**"):

**WHEREAS**, Vincent Flannery and Jodi Barke (collectively, "**Applicant**") are the owners of the property located in the Village's R-4 Residence District ("**R-4 District**") at 404 Moffett Road, Lake Bluff, Illinois, which is legally described on **Exhibit A** attached hereto ("**Property**"); and

**WHEREAS**, the Property is considered an irregular "through lot" and must maintain a rear yard setback that is equal to its 20 foot required front yard setback pursuant to Sections 10-4-1B and 10-5-3A of the Zoning Regulations; and

**WHEREAS**, on May 22, 2015, the Applicant submitted an application including site plans, elevations, and a plat of survey (collectively, "**Application**"), requesting a variation from the rear yard setback regulations of the Lake Bluff Zoning Regulations in order to construct an arbor at the northeast corner of the existing home on the Property ("**Arbor**") that encroaches approximately 7.5 feet into the required rear yard setback ("**Rear Yard Setback Variation**"); and

**WHEREAS**, on June 17, 2015, the Village's Joint Plan Commission and Zoning Board of Appeals ("**PCZBA**") conducted a duly-noticed public hearing to consider the Rear Yard Setback Variation and recommended that the Village Board grant the Rear Yard Setback Variation; and

**WHEREAS**, Ordinance No. \_\_\_\_\_, adopted by the President and Board of Trustees of the Village of Lake Bluff on \_\_\_\_\_, 20\_\_, ("**Ordinance**") approves the requested Variation, subject to certain modifications, conditions, restrictions, and provisions; and

**WHEREAS**, Subsection 8.B of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicants file with the Village Clerk, within 60 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each of the terms, conditions and limitations set forth in said Ordinance;

**NOW, THEREFORE**, the Applicant does hereby agree and covenant as follows:

1. The Applicant hereby unconditionally agrees to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of the Ordinance.
2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, have considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.
3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's issuance of any permits or approvals for the use of the Property, and that the Village's issuance of any such permits or approvals does not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant agrees to and hereby holds harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the operation and use of the Property, or the Village's adoption of the Ordinance approving the Variation.

Dated: \_\_\_\_\_, 20\_\_.

ATTEST:

**VINCENT FLANNERY**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

ATTEST:

**JODI BARKE**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

**VILLAGE OF LAKE BLUFF  
REQUEST FOR BOARD ACTION**

**Agenda Item: 13**

**Subject:** A RESOLUTION APPROVING A LICENSE AGREEMENT BY AND  
BETWEEN THE VILLAGE OF LAKE BLUFF AND THE OWNERS OF 404  
MOFFETT ROAD

**Action Requested:** ADOPTION OF THE RESOLUTION

**Originated By:** PROPERTY OWNER OF 404 MOFFETT ROAD

**Referred To:** VILLAGE BOARD

**Summary of Background and Reason For Request:**

On May 22, 2015 the Village received a zoning application from Vincent Flannery and Jodi Barke (Petitioners), property owners of 404 Moffett Road, requesting a zoning variation to allow for the construction of an arbor that would encroach 7 ft. 6 in. into the rear yard setback along Sylvan Road (an ordinance granting the variation from the Village's zoning regulations was considered as agenda item 12). A review of the plans indicated the existence of the Petitioners' landscape plantings and a split-rail fence within the Village's right-of-way along Sylvan Rd., E. Sheridan Pl. and Moffett Rd., as well as new proposed plantings that are part of the Petitioners' overall new landscape plan. Additionally, the Village's sidewalk along Moffett Rd. is located on the Petitioners' property, and as this is the case, the attached license agreement includes provisions that have the Petitioners granting the Village a license for those portions of the Moffett Rd. sidewalk located on their property, as well as the Village granting a license to the Petitioners to maintain landscape plantings within the right-of-way.

Similarly, the Village has approved other license agreements to authorize the installation of improvements such as landscaping on other Village owned property. Ms. Jodi Barke, property owner, will be in attendance, as well as Village Staff, to answer questions from the Board.

**Reports and Documents Attached:**

- Resolution (with Attachments) Approving the License Agreement.

**Village Administrator's Recommendation:** Consideration of the Resolution.

**Date Referred to Village Board:** 7/13/ 2015

RESOLUTION NO. 2015-\_\_

**A RESOLUTION APPROVING A LICENSE AGREEMENT  
FOR A PORTION OF THE VILLAGE RIGHT-OF-WAY  
(404 Moffett Road)**

**WHEREAS**, Vincent Flannery and Jodi Barke (collectively, "**Owner**") own the property located at 404 Moffett Road in Lake Bluff, Illinois and have requested Village Board approval to use a portion of the adjacent Village-owned right-of-way to install and maintain landscaping and related improvements ("**Improvements**"); and

**WHEREAS**, Owner and the Village further desire to clarify that Owner authorizes the continuing use of portions of their property adjacent to Moffett Road for the currently-existing public sidewalk, but that Owner bears no liability for, or responsibility to maintain, those portions of the adjacent public sidewalk located on their property; and

**WHEREAS**, the Village Attorney has prepared a license agreement at the direction of the Village Board of Trustees to allow the Owner to install and maintain the requested Improvements and to recognize the Village's continuing authority to operate the public sidewalk adjacent to Moffett Road pursuant to the terms and conditions of a license agreement between the Owner and the Village ("**Agreement**"); and

**WHEREAS**, the Village President and Board of Trustees have determined that it is in the best interests of the Village to approve and authorize the execution of the Agreement pursuant to the terms of this Resolution;

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS**, as follows:

**Section 1. Recitals.**

The foregoing recitals are incorporated herein as findings of the President and Board of Trustees.

**Section 2. Approval of License Agreement.**

The License Agreement between the Owner and the Village is hereby approved in substantially the form attached as ***Exhibit A***.

**Section 3. Authorization and Execution of License Agreement.**

The Village President and the Village Clerk are authorized and directed to execute and seal, on behalf of the Village, the License Agreement, only after receipt by the Village Clerk of at least one original copy of the Agreement executed by Owner, and only after payment by the Owner of all license fees and other costs required pursuant to the Agreement.

**Section 4. Effective Date.**

This Resolution shall be in full force and effect from and after this Resolution's passage and approval in the manner required by law.

**PASSED** this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2015, by vote of the Board of Trustees of the Village of Lake Bluff, Illinois, as follows:

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**APPROVED** this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk

#36160780\_v1

**EXHIBIT A**  
**LICENSE AGREEMENT**

## LICENSE AGREEMENT

**THIS LICENSE AGREEMENT** is dated as of the \_\_\_ day of July, 2015, and is by and between the **VILLAGE OF LAKE BLUFF**, an Illinois home rule municipal corporation (the "Village") and Vincent Flannery and Jodi Barke (collectively, the "Licensee").

**IN CONSIDERATION** of the recitals and mutual covenants and agreements set forth in this Agreement, the parties hereto agree as follows:

### **Section 1. Recitals.**

A. The Village owns and controls the right-of-way that is generally located along the west side of the Village street known as Moffett Road (the "Village Right-of-Way").

B. The Licensee is the owner of record of the property immediately south of and adjacent to the Village Right-of-Way commonly known as 404 Moffett Road, Lake Bluff, Illinois and legally described in **Exhibit A** attached to this License Agreement (the "Adjacent Property").

C. The Licensee desires to use a portion of the Village Right-of-Way (the "Licensed Premises") to install and maintain certain landscaping improvements, (collectively, the "Improvements"), as depicted on the drawings prepared by the Licensee and attached and incorporated into this Agreement as **Exhibit B** (the "Site Plan").

D. The Village has continuously owned, operated, and maintained a public sidewalk ("Sidewalk") within the Village Right-of-Way, portions of which are located within the Adjacent Property as depicted on Exhibit B. ("Sidewalk Premises"). In addition to any and all current rights the Village possesses concerning the operation and maintenance of the Sidewalk on the Village Right of Way and the Sidewalk Premises, the Licensee desires to authorize the Village's ongoing operation and maintenance of the Sidewalk on the Sidewalk Premises, and the Village desires to clarify that the Licensee has no obligation to maintain the Sidewalk on the Sidewalk Premises and bears no liability for the use of the Sidewalk Premises for the operation and maintenance of the Sidewalk.

### **Section 2. License Grants.**

A. By the Village. The Village hereby grants to the Licensee a license to use the Licensed Premises pursuant to and in strict accordance with the terms and provisions of this License Agreement. Except for the License granted in this License Agreement, the Licensee will have no legal, beneficial, or equitable interest, whether by adverse possession or prescription or otherwise, in the Licensed Premises.

B. By the Licensee. The Licensee hereby grants to the Village a license to use the Sidewalk Premises pursuant to and in strict accordance with the terms and provisions of this License Agreement, which license shall be in addition to any and all current easements, licenses, dedications, or other rights the Village currently possesses to operate and maintain its public sidewalk within the Sidewalk Premises.

**Section 3. Use Of Licensed Premises and Sidewalk Premises.**

A. Licensed Premises. The Licensee will, at the Licensee's sole cost and expense, use the Licensed Premises for the sole purpose of constructing, installing, and maintaining the Improvements only as depicted in, and in strict compliance with, the Site Plan and this License Agreement.

B. Sidewalk Premises. The Village will, at the Village's sole cost and expense, use the Sidewalk Premises for the sole purpose of owning, operating, constructing, installing, and maintaining the Sidewalk in strict compliance with this License Agreement, provided that the Village may in the future, at its sole option, relocate the Sidewalk within the Village Right of Way.

**Section 4. Term.**

A. The term ("Term") of this License Agreement commences on August 1, 2015, and will automatically renew for one-year periods until the earlier of (i) the delivery of written notice by the Village to the Licensee of the Village's intent to terminate and revoke this License, in which case the License Agreement will terminate 30 days after delivery of such notice, or (ii) the failure of the Licensee to comply with any of the terms and conditions of this License Agreement, in which case the Village will have the option and the right, to be exercised at the sole discretion of the Village Board of Trustees, to immediately terminate and revoke this License Agreement, in whole or in part.

B. Upon termination or revocation of this License Agreement, the Licensee must immediately cease all use and possession of the Licensed Premises and, at the option of the Village in its sole and absolute discretion, must, at the Licensee's sole cost and expense, immediately remove the Improvements from the Licensed Premises and restore the Licensed Premises as nearly as practicable to its condition prior to installation of any of the Improvements.

**Section 5. Costs and Fees.**

Each party shall bear its own costs and fees relating to the negotiation and execution of this License Agreement. The Village may cause this Agreement to be recorded with the Lake County Recorder of Deeds at its own cost.

**Section 6. Vacation of Licensed Premises.**

In the event that, at any time during the Term or any extension thereof, the Village, in its sole and absolute discretion, determines that the Licensed Premises should be vacated, the Licensee hereby agrees to accept ownership of the Licensed Premises by vacation pursuant to the applicable provisions of Section 11-91-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-91-1 *et seq.*, and the Licensee agrees to enter into such agreements and execute such documents as are necessary to have the Licensed Premises vacated by the Village and to vest fee simple title to the Licensed Premises in the Licensee, subject to any reservation of rights and easements that the Village may require.

**Section 7. Indemnification.**

A. By Licensee. Licensee will hold harmless, indemnify, and defend the Village, its elected and appointed officers, officials, agents, attorneys, employees, and representatives against any and all losses, expenses, claims, costs, causes, and damages, including without limitation litigation costs and attorneys' fees, (i) for any accident, injury, or death to persons or loss or damage to property occurring on or about the Licensed Premises, or any parts thereof, and due in whole or in part to any act or failure to act or any negligence or default under this License Agreement by Licensee, its tenants, contractors, agents, representatives, invitees, licensees or employees; or (ii) on account of any failure on the part of Licensee to perform or comply with any terms or conditions of this License Agreement ("**Claims**"). Claims resulting from any act or failure to act or any negligence or default under this License Agreement by Licensee, its tenants, contractors, agents, representatives, invitees, licensees or employees that arise prior to the termination of this License Agreement will survive the termination of this License Agreement.

B. By Village. The Village will hold harmless, indemnify, and defend the Licensee, its elected and appointed officers, officials, agents, attorneys, employees, and representatives against any and all losses, expenses, claims, costs, causes, and damages, including without limitation litigation costs and attorneys' fees, (i) for any accident, injury, or death to persons or loss or damage to property occurring on or about the Sidewalk Premises, or any parts thereof, and due in whole or in part to any act or failure to act or any negligence or default under this License Agreement by the Village, its tenants, contractors, agents, representatives, invitees, licensees or employees; or (ii) on account of any failure on the part of the Village to perform or comply with any terms or conditions of this License Agreement ("**Sidewalk License Claims**"). Sidewalk License Claims resulting from any act or failure to act or any negligence or default under this License Agreement by the Village, its tenants, contractors, agents, representatives, invitees, licensees or employees that arise prior to the termination of this License Agreement will survive the termination of this License Agreement.

**Section 8. Enforcement.**

The parties hereto may, in law or in equity, by suit, action, mandamus or any other proceeding, including, without limitation, specific performance, enforce or compel the performance of this License Agreement; provided, however, that the Licensee agrees that the Licensee will not seek, and does not have the right to seek, to recover a judgment for monetary damages against the Village or any Village elected or appointed officials, agents, representatives, attorneys, or employees on account of the negotiation, execution, or breach of any of the terms and conditions of this License Agreement. Licensee agrees to pay all reasonable costs, attorneys' fees, and expenses incurred by the Village in enforcing the covenants, terms, and conditions of this Agreement.

**Section 9. Reservation of Rights.**

A. By the Village. The Village hereby reserves the right to use the Licensed Premises in any manner that will not prevent, impede, or interfere in any way with the exercise by Licensee of the rights granted hereunder. The Village will have the right to grant other non-exclusive licenses or easements, including, without limitation, licenses or easements for utility purposes, over, along, upon, or across the Licensed Premises. The

Village further reserves its right of full and normal access to the Licensed Premises for the maintenance of any existing or future utility located thereon, for emergency and public safety purposes and for the purpose of making such repairs, alterations, or improvements as the Village may in its sole and absolute discretion deem necessary or desirable.

B. By the Licensee. The Licensee hereby reserves the right to use the Adjacent Property in any manner that will not prevent, impede, or interfere in any way with the exercise by the Village of the rights granted hereunder. The Licensee will have the right to grant other non-exclusive licenses or easements, including, without limitation, licenses or easements for utility purposes, over, along, upon, or across the Adjacent Property. The Licensee further reserves its right of full and normal access to the Adjacent Property for the maintenance of any existing or future utility located thereon, for emergency and public safety purposes and for the purpose of making such repairs, alterations, or improvements as the Licensee may in its sole and absolute discretion deem necessary or desirable.

**Section 10. Assignment.**

The Licensee acknowledges that this License is for the sole and exclusive benefit of the Licensee, and may not be transferred or assigned without the prior written consent of the Village, which consent may be withheld at the Village's sole and absolute discretion. In the event that the Village approves transfer or assignment of the License, the Licensee acknowledges and agrees that the obligations assumed by it under this License Agreement will bind such transferee or licensee.

**Section 11. Notices.**

All notices and other communications in connection with this License Agreement must be in writing, and will be deemed delivered to the addressee thereof when delivered in person at the address set forth below, or three business days after the deposit thereof in any main or branch United States post office. All notices must be sent certified or registered mail, return receipt requested, postage prepaid, properly addressed to the parties, respectively, as follows:

For notices and communications to the Licensee:

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For notices and communications to the Village:

Village of Lake Bluff  
40 East Center Avenue

Lake Bluff, Illinois 60044  
Attn: Village Administrator

With a copy to:

Mr. Peter Friedman  
Village Attorney  
Holland & Knight LLP  
131 S. Dearborn Street, Suite 3000  
Chicago, Illinois 60603

By notice complying with the requirements of this Section, the Village and Licensee each will have the right to change their address and/or addressee for all future notices.

**Section 12. Miscellaneous.**

**A. Time of the Essence.** Time is of the essence in the performance of all of the terms and conditions of this License Agreement.

**B. Applicable Law.** This License Agreement will be interpreted under and governed by the laws of the State of Illinois.

**C. Amendment.** This License Agreement may be modified, amended, or annulled only by the written agreement of the Village and Licensee.

**D. Survival.** All representations and warranties contained herein will survive the execution of this License Agreement and the recordation thereof and will not be merged.

**E. Entirety.** This Agreement merges and supersedes all prior negotiations, representations and agreements between Licensee and the Village and constitutes the entire License Agreement between the parties relating to their respective rights concerning the Licensed Premises.

**F. Severability; Waiver.** If any provision of this License Agreement is held invalid, the validity of any other provision of this License Agreement that can be given effect without such invalid provision will not be affected thereby. The waiver or breach of any term, condition, covenant or obligation of this License Agreement will not be considered to be a waiver of that or any other term, condition, covenant, or obligation or of any subsequent breach thereof.

**G. Authorization.** Each party represents and warrants that it has the full power and authority to legally undertake the obligations set forth in this License Agreement. The parties acknowledge that they have read and understand this License Agreement and agree to be bound by its terms.

**H. No Third Party Beneficiaries.** No claim as a third party beneficiary under this Agreement by any person, firm, or corporation may be made, or will be valid, against the Village or the Licensee.

I. **Binding Effect.** This Agreement is binding on, and will inure to the benefit of, each party hereto and each of their respective heirs, legal representatives, and permitted successors and assigns.

**IN WITNESS WHEREOF** the parties hereto have caused this License Agreement to be executed, effective as of the date first written above.

ATTEST:

**VINCENT FLANNERY**

\_\_\_\_\_

\_\_\_\_\_

ATTEST:

**JODI BARKE**

\_\_\_\_\_

\_\_\_\_\_

ATTEST:

**VILLAGE OF LAKE BLUFF**

\_\_\_\_\_

\_\_\_\_\_

Village Clerk

Village President

#36159849\_v1

**EXHIBIT A**

**LEGAL DESCRIPTION OF THE ADJACENT PROPERTY**

PARCEL 1: LOTS 1, 2 AND 3 IN BLOCK 15 IN LAKE BLUFF, BEING A SUBDIVISION OF THE NORTHEAST FRACTIONAL QUARTER AND PART OF THE NORTHWEST QUARTER OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED ON MARCH 15, 1877 AS DOCUMENT NUMBER 16918, IN BOOK "A" OF PLATS, PAGE 95, IN LAKE COUNTY, ILLINOIS.

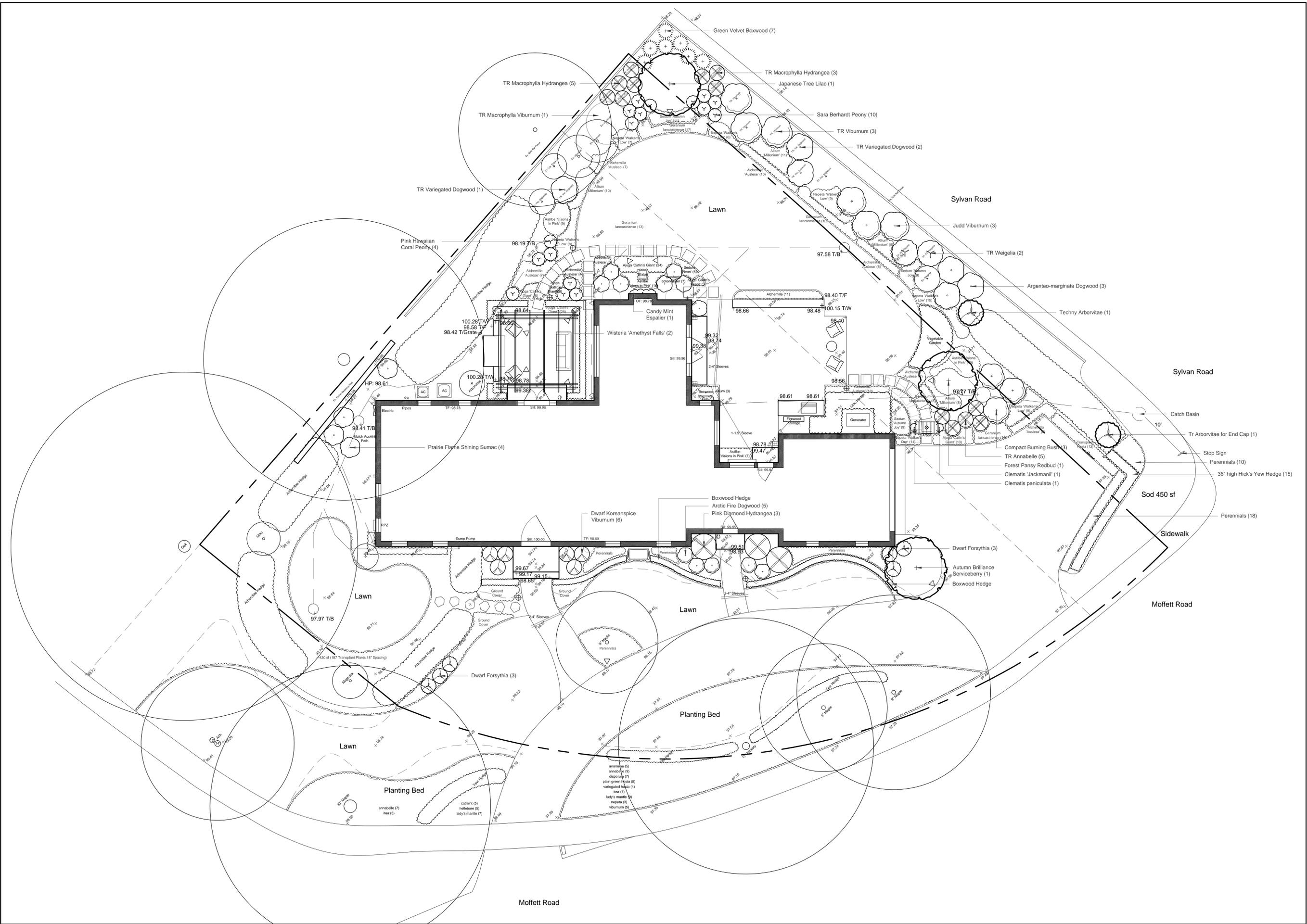
PARCEL 2: THAT PART OF THE 20 FOOT STRIP AS SHOWN ON THE PLAT OF LAKE BLUFF, AFORESAID, LYING NORTH AND ADJOINING SAID LOTS 1, 2 AND 3, SAID 20 FOOT STRIP VACATED BY ORDINANCE OF THE VILLAGE OF LAKE BLUFF RECORDED ON SEPTEMBER 1, 1926 AS DOCUMENT NUMBER 323801 IN LAKE COUNTY, ILLINOIS

PIN # 12-21-222-021

Commonly known as 404 Moffett Road, Lake Bluff, Illinois.

**EXHIBIT B**

**SITE PLAN**



DESIGN/BUILD/MAINTAIN

GREENHAVEN  
LANDSCAPES, INC.

PO Box 534, Lake Bluff, IL 60044  
PH: 847-872-9700 FX: 847-872-9701

**FLANNERY - BARKE RESIDENCE**  
**404 MOFFETT ROAD, LAKE BLUFF, IL 60044**



JOB CODE: FLA404	DATE: 07/08/2015
SHEET: 1 OF 1	REVISED: 02/11/2015
DESIGNED BY: JMH	REVISED: 11/12/2014
DRAFTED BY: BMR	REVISED: 10/28/2014

All design and ideas contained in these drawings remain the sole property of Greenhaven Landscapes Inc and are not to be duplicated without written consent of Greenhaven Landscapes Inc. Greenhaven Landscapes Inc accepts no liability should these plans be used by a third party.

**VILLAGE OF LAKE BLUFF  
REQUEST FOR BOARD ACTION**

**Agenda Item: 14**

**Subject:** A RESOLUTION APPROVING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH BAXTER & WOODMAN, INC. (MOFFETT ROAD CULVERT END SECTION REPLACEMENT)

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**Action Requested:** CONSIDERATION OF RESOLUTION (Roll Call Vote)

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**Originated By:** VILLAGE ENGINEER

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**Referred To:** VILLAGE ENGINEER

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**Summary of Background and Reason For Request:**

The concrete headwall and end section of the culvert on the east side of Moffett Road just south of Witchwood Lane has separated from the end of the culvert and the slope from Moffett Road down to the ravine has eroded. As you will recall, \$40,000 was included in the FY16 budget to develop a design to cure this condition. Further investigation has shown that, due to the eroded slope, the project will also need to include the reconstruction of a separate storm sewer that is connected to the failed end section and repairs to Moffett Road. The Village requested a proposal from Baxter & Woodman, Inc. to design and assist the Village with the bidding of a project to repair the damage and stabilize the slope. Baxter & Woodman, Inc. has exhibited specific expertise in the design of storm water systems and has successfully done projects for the Village in the past.

The proposal from Baxter & Woodman, Inc. is for a lump sum of \$52,000, exceeding the amount in the FY16 Redevelopment Fund budget amount of \$40,000. Finance Director Griffin advised that there are adequate monies in the Redevelopment Fund for the full amount of the proposal. It is recommended that the board approve an additional \$12,000 from the Redevelopment Fund and approve the proposal from Baxter & Woodman, Inc. for \$52,000.

**Reports and Documents Attached:**

1. A copy of the Resolution; and
2. A copy of the proposal from Baxter & Woodman, Inc.

**Village President's Recommendation:**

**Village Administrator's Recommendation:** Adoption of Resolution

**Date Referred to Village Board:** 7/13/2015

**RESOLUTION NO. 2015-\_\_****A RESOLUTION APPROVING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH BAXTER & WOODMAN, INC. (MOFFETT ROAD CULVERT END SECTION REPLACEMENT)**

**WHEREAS**, pursuant to Section 4.6 (b) of the Village's Purchasing Policy and Procedures Manual, professional service contracts in the amount of \$20,000 or more must be authorized by Board action; and,

**WHEREAS**, in assessing the condition of the existing culvert headwall and end section and east side of Moffett Road, the Village Engineer recommends entering into a professional engineering services agreement to identify and design a plan to fix the issues; and,

**WHEREAS**, Baxter & Woodman, Inc. has exhibited specific expertise in the design of stormwater systems and has successfully done projects for the Village in the past; and:

**WHEREAS**, Village staff recommends that the Village retain Baxter & Woodman, Inc. to provide the Professional Services and:

**WHEREAS**, Baxter & Woodman, Inc. has provided a proposal to complete the Professional Services for a lump sum fee of \$52,000; and,

**WHEREAS**, the Village's approved FY16 Redevelopment Fund budget includes \$40,000 for this project and the fund has adequate resources to allocate an additional \$12,000 to authorize the engagement of Baxter & Woodman for a fee of \$52,000.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS** as follows:

Section 1. Recitals.

The foregoing recitals are hereby incorporated into, and made a part of, this Resolution as the findings of the President and Board of Trustees of the Village of Lake Bluff.

Section 2. Authorization and Execution of Agreement with Baxter & Woodman, Inc.

The Village Administrator is hereby authorized and directed to execute a contract in a form acceptable to the Village Attorney with Baxter & Woodman, Inc. for the Moffett Road Culvert End Section Replacement, consistent with the Baxter & Woodman, Inc. proposal dated July 8, 2015, attached as Exhibit A, for a lump sum of \$52,000.00.

Section 3. Effective Date.

This Resolution shall be effective following passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law.

**PASSED** this 13th day of July, 2015, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

**AYES:** (0)

**NAYS:** (0)

**ABSENT:** (0)

**APPROVED** this 13<sup>th</sup> day of July, 2015.

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk

Exhibit A



8430 West Bryn Mawr Avenue, Suite 400, Chicago, Illinois 60631 • 815.459.1260 • baxterwoodman.com

July 8, 2015

Mr. Jeff Hansen  
Village Engineer  
Village of Lake Bluff  
40 East Center Avenue  
Lake Bluff, IL 60010

***Subject: Lake Bluff – Moffett Road Culvert End Section Replacement***

Dear Mr. Hansen,

We completed a visual inspection of the failed end section at the east end of the pipe culvert under Moffett Road in the ravine south of Witchwood Lane. Streambed erosion and undermining of the end section are apparent. The cast-in-place concrete apron slab and wingwalls are separated from the headwall of the end section. The apron appears to be constructed without a cutoff wall. Wingwalls are tilted toward the streambed. The storm sewer pipe penetrating the south wingwall has rotated with the wall and the pipe is likely failed within the embankment. Longitudinal cracks in the pavement and tilting of guardrail along east shoulder over culvert are evidence of sloughing embankment. The observed failure can be attributed to erosion of the streambed and undermining of end section apron constructed without a cutoff wall

Hey and Associates, Inc. completed hydrologic and hydraulic modeling and Midland Standard Engineering & Testing, Inc. completed geotechnical subsurface exploration and analysis for the subject project. We understand that the Lake County Stormwater Management Commission (LCSMC) and U.S. Army Corps of Engineers (USACE) are aware of the project and permitting issues are not anticipated.

**Project Summary**

The project includes temporary road closure, overhead utility relocation and diversion of flow during construction; slope stabilization; end section, storm sewer, guardrail, curb and pavement removal and reconstruction; scour protection and grade control structure construction and site restoration.

**Scope of Services**

The following outlines the scope of services and engineering fee for preparation of construction contract documents, drawings and specifications; application for permits and assistance with bidding for construction of the Moffett Road Culvert End Section

Replacement. Water resources services are subcontracted to Hey and Associates, Inc. based on their past experience with hydrologic and hydraulic modeling of the ravine.

1. **MANAGE PROJECT:**
  - A. Confer with Village staff from time to time, to clarify and define the general scope, extent and character of the project. Plan, schedule and control the activities that must be performed to complete the project. These activities include but are not limited to budget, schedule, and performance.
  - B. Arrange and attend three (3) meetings for review of the construction contract documents, drawings and specifications.
2. **EXISTING CONDITIONS:**
  - A. Perform a desktop review of available topographic survey, plans, atlases, plats, and reports.
  - B. Investigate existing property ownership, existing easements, and dedicated rights-of-way.
  - C. Compile information and develop list of information required for additional survey and/or easements for design, permitting and construction.
3. **PLAT OF SURVEYS:** Perform legal surveys and develop plats, legal descriptions and title commitments for a maximum of 2 parcels of land to acquire temporary or permanent easements to complete construction.
4. **SITE VISITS:**
  - A. Conduct site visits by designers to identify areas conducive for contractor access and staging; evaluate exiting conditions and define limits of structure, storm sewer, guardrail, curb and pavement replacement.
  - B. Delineate wetland boundaries within construction area for insertion on the plans (Hey and Associates, Inc.).
5. **FIELD SURVEY:**
  - A. Perform supplemental survey to determine relative location of property corners, dedicated rights-of-way, easements, and other natural and manmade features within the work site boundaries.
  - B. Locate and record size of trees exceeding 6" diameter within anticipated boundaries of disturbed area on site. Include species and condition of trees where identified in advance by the Village forestry department.

Note: It is not anticipated that the Field Survey will require Prevailing Wage for Survey Worker to be paid to technicians performing the work. In the event it is determined that the design Field Survey is covered work under the Illinois Prevailing Wage Act (820 ILCS 130), Baxter & Woodman, Inc. will negotiate an

equitable increase in compensation with the Owner to meet the requirements of the Act.

6. **PRELIMINARY DESIGN:**
  - A. Prepare concept plan for contractor staging and access; temporary closure of road, relocation of overhead utilities and diversion of flow during construction; stabilization of slope; removal and reconstruction of end section, storm sewer, inlet, curb, pavement and guard rail.
  - B. Prepare concept grading plan; scour protection and grade control structure details; soil erosion, sedimentation control and restoration plans. (Hey and Associates, Inc.).
7. **UTILITY COORDINATION:**
  - A. Conduct a Design Locate with JULIE, which consists of obtaining names and phone numbers of all utilities located within the work area.
  - B. Contact utilities, obtain atlases where available, and provide concept plan sheets to utility companies for their markup and return.
8. **PRE-APPLICATION MEETING:** Conduct a pre-application meeting with the Lake County Stormwater Management Commission (LCSMC) and U.S. Army Corps of Engineers (USACE) to confirm project requirements (Hey and Associates, Inc.).
9. **MAINTENANCE OF TRAFFIC PLAN:** Design a traffic maintenance plan for road closure and a construction staging plan for the proposed improvements.
10. **SCOUR PROTECTION AND GRADE CONTROL STRUCTURE:** Design energy dissipating measures downstream of the proposed headwall repair to reduce or eliminate future scour and minimize the risk of future headwall/embankment failure due to erosion in this area. Also, design a grade control structure to be located approximately at the existing bend in the ravine bottom to further protect the headwall and embankment repairs (Hey and Associates, Inc.).
11. **END SECTION REPLACEMENT:** Specify selective demolition and removal of existing cast-in-place concrete end section and design of replacement wingwalls and apron.
12. **CONSTRUCTION CONTRACT DOCUMENTS:** Prepare for review and approval by the Village and its legal counsel the forms of construction contract documents consisting of Advertisement for Bids, Bidder Instructions, Bid Form, Agreement, Performance Bond Form, Payment Bond Form, General Conditions, and Supplementary Conditions, where appropriate, based upon documents prepared by the Engineers Joint Contract Document Committee (EJCDC).

13. DESIGN DOCUMENTS: Prepare for review and approval by the Owner design documents consisting of specifications which will be prepared in conformance with the format of the Construction Specification Institute and drawings describing the general scope, extent and character of construction work to be furnished and performed by the Contractor selected by the Owner.
14. AGENCY PERMITS: The following permits are anticipated based upon our review of available information (Hey and Associates, Inc.).
  - A. Lake County Stormwater Management Commission (LCSMC) or Village of Lake Bluff Watershed Development Permit
  - B. IEPA/ILR-10 Permit (if disturbance exceeds 1 acre)
  - C. U.S. Army Corps of Engineers (USACE) 404 Permit (assumes Regional Permit will be sufficient, scope does not include submittal for an Individual Permit)
  - D. IDNR Threatened and Endangered Species Consultation, USFWS Coordination and Interagency Wetlands Policy Act Documentation
  - E. Illinois Historic Preservation Act Coordination
  - F. INDR-OWR Floodplain Permit
15. COST ESTIMATE: Prepare a final opinion of the probable total project cost including construction, engineering services, and contingencies based on the design documents approved by the Village.
16. BIDDING ASSISTANCE: Assist the Village in solicitation of construction bids from as many qualified bidders as possible. Attend the bid opening and tabulate bid proposals, make an analysis of the bids, and submit recommendations for the award of construction contract.

### **Village Responsibilities**

The Village has furnished the original construction plans for the culvert, topographic site plan and geotechnical report for use in preparation of contract plans. The Village will identify locations of any temporary and permanent easements for construction operations and provide terms of any franchise agreements with utilities located in the right-of-way.

### **Engineering Fee**

Our engineering fee for the above-outlined scope of services shall be a lump sum amount of \$52,000. The fee does not include agency permit and inspection fees, Village Attorney fees which may be needed to interpret franchise agreements, homeowner's association documents or generate new documents. Baxter & Woodman can assist Village with public involvement and easement acquisition from property owners on a time and materials basis at our standard hourly rates.

Thank you for the opportunity to submit our proposal for this project. Upon your written authorization to proceed, we will begin working immediately. Please contact me if you should have any questions or need additional information.

Sincerely,

BAXTER & WOODMAN, INC.  
CONSULTING ENGINEERS



John V. Ambrose, P.E.  
Vice President

Attachment

VILLAGE OF LAKE BLUFF, IL

ACCEPTED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_