

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

Monday, February 8, 2016

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 JANUARY 25, 2016 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 February 1-15, 2016 and January 2016 Payroll Expenditures

7. VILLAGE ADMINISTRATOR'S REPORT

a) A Report Concerning the Electronic Storage and Disposition of Certain Village Records

8. VILLAGE ATTORNEY'S REPORT

9. VILLAGE PRESIDENT'S REPORT

CONSENT AGENDA

10. ACCEPTANCE OF THE CORRESPONDENCE

Please note all correspondence was delivered to the Village Board of Trustees in the Informational Reports on January 22 and 29, 2016.

11. A RESOLUTION ESTABLISHING THE REGULAR MEETING DATES AND COMMITTEE-OF-THE-WHOLE MEETING DATES FOR THE BOARD OF TRUSTEES FOR FISCAL YEAR 2016-2017

OTHER BUSINESS

12. AN ORDINANCE AMENDING CERTAIN PROVISIONS OF THE MUNICIPAL CODE CONCERNING THE OPERATION OF LEAF BLOWERS AND POWERED LAWN EQUIPMENT

13. TRUSTEE'S REPORT

14. EXECUTIVE SESSION

15. 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
JANUARY 25, 2016**

DRAFT MINUTES

1. CALL TO ORDER AND ROLL CALL

Village President O'Hara called the meeting to order at 7:00 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Aaron Towle called the roll.

The following were present:

Village President: Kathleen O'Hara

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

Also Present: Aaron Towle, Village Clerk
Drew Irvin, Village Administrator
Peter Friedman, Village Attorney
Susan Griffin, Finance Director
David Belmonte, Police Chief
Michael Croak, Building Codes Supervisor
David Graf, Fire Chief
Brandon Stanick, Assistant to the Village Administrator (A to VA)
Franco Bottalico, Administrative Intern

2. PLEDGE OF ALLEGIANCE

President O'Hara led the Pledge of Allegiance.

3. CONSIDERATION OF THE MINUTES

Trustee Josephitis moved to approve the January 11, 2016 Board of Trustees Meeting Minutes as presented. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

4. NON-AGENDA ITEMS AND VISITORS

President O'Hara stated the Village President and Board of Trustees allocate fifteen minutes for those individuals who would like the opportunity to address the Village Board on any matter not listed on the agenda.

Ms. Robin McAfee commented on the downtown design guidelines for Central Business District Blocks Two and Three and expressed concern for allowing attached multi-family units at a greater density and height than what is currently existing along E. North Avenue.

President O'Hara stated the draft design guidelines for Blocks Two and Three are currently being discussed by the Joint Plan Commission and Zoning Board of Appeals and Architectural Board of Review. A future recommendation to the Village Board may consider a zoning code text amendment, but density and height metrics should be in the design guidelines.

5. VILLAGE BOARD SETS THE ORDER OF THE MEETING

President O'Hara stated 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.

At the request of those present, Trustee Meyer moved to take Agenda Item #11 then return to the regular order of the meeting. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

6. ITEM #11 – A RESOLUTION HONORING THE PUBLIC SERVICE OF FIRE DEPARTMENT MEMBER JOHN KRUMSEE

President O'Hara read the resolution honoring the Public Service of John Krumsee and presented him with a framed copy of the resolution and a certificate from the Fire Department.

Mr. Krumsee thanked the Fire Department and the Village Board for recognizing his service. He stated the recognition is not so much about him as it is about management's dedication to the organization that has resulted in retaining long term volunteers. Mr. Krumsee stated it is great to be a part of a team that demonstrates pride in their work.

President O'Hara stated the Village currently has the highest rated volunteer fire department on the North Shore.

Trustee Dewart moved to adopt the resolution. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

7. ITEM #6A – WARRANT REPORT FOR JANUARY 16-31, 2016 EXPENDITURES

President O'Hara reported expenditure of Village funds for payment of invoices in the amount of \$445,513.00 for January 16-31, 2016.

As such, the total expenditures for this period is in the amount of \$445,513.00.

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

Ayes: (6) Ankenman, Christensen, Dewart, Grenier, Josephitis and Meyer
Nays: (0)
Absent: (0)

8. ITEM #7 – VILLAGE ADMINISRATOR'S REPORT

Village Administrator Irvin had no report.

9. ITEM #8 - VILLAGE ATTORNEY'S REPORT

Village Attorney Peter Friedman had no report.

10. ITEM #9 – VILLAGE PRESIDENT'S REPORT

President O'Hara had no report.

11. ITEM #10 – ACCEPTANCE OF THE CORRESPONDENCE

President O'Hara introduced the correspondence from the Informational Reports on January 1 and 8, 2016.

Trustee Christensen moved to accept the correspondence as submitted. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

12. ITEM #12 – TRUSTEE'S REPORT

There was no Trustee's report.

13. ITEM #13 – ADJOURNMENT

Trustee Dewart moved to adjourn the regular meeting. Trustee Meyer seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 7:10 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Aaron Towle
Village Clerk

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

Agenda Item: 6a

Subject: WARRANT REPORT FOR FEBRUARY 1-15, 2016 AND
JANUARY 2016 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 \$222,558.20 for February 1-15, 2016.

Expenditure of Village funds for payroll in the amount of \$266,964.71 for January 2016.

Total Expenditures of \$489,522.91

Reports and Documents Attached:

1. Warrant Report for February 1-15, 2016 \$ 222,558.20 (dated 2/8/16)

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 **\$489,522.91**

Date Referred to Village Board: 2/8/2016

DATE: 02/03/16
TIME: 14:06:19
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

Attachment 1

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

ADP	ADP INC.						
467762329	01/22/15	01	PAYROLL PROCESSING:1/21/16	01-60-610-41304		02/08/16	203.15
				OTHER PROFESSIONAL SERVICE			
						INVOICE TOTAL:	203.15
						VENDOR TOTAL:	203.15
AFLAC	AFLAC						
673857	01/23/16	01	AFLAC 'EE CONTR: 1/7 & 1/21/16	01-20-102-65500		02/08/16	88.44
				AFLAC PAYABLE			
						INVOICE TOTAL:	88.44
						VENDOR TOTAL:	88.44
AMERGAS	AMERICAN GASES CORP.						
297146	01/27/16	01	WELDING HELMET:PUB WKS	01-80-910-45900		02/08/16	150.00
				MINOR EQUIPMENT			
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
ANDERPES	ANDERSON PEST CONTROL						
3620266	12/01/15	01	PEST CONTROL: PSB	01-70-930-41000		02/08/16	68.13
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	68.13
						VENDOR TOTAL:	68.13
AT & T	AT & T						
1601 Z89-0083	01/16/16	01	VILLAGE HALL T-1 LINE	01-60-610-43210		02/08/16	382.11
				TELEPHONE			
						INVOICE TOTAL:	382.11
1601 Z97-5542	01/16/16	01	T1 LINE: PSB TO PUB WKS	01-80-910-43210		02/08/16	397.92
				TELEPHONE			
						INVOICE TOTAL:	397.92

DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

AT & T	AT & T						
1601 Z99-9528	01/16/16	01	POLICE IPSAN CIRCUIT LINE	01-70-710-43210		02/08/16	1,250.19
				TELEPHONE			
						INVOICE TOTAL:	1,250.19
						VENDOR TOTAL:	2,030.22
BAKERPET PETER BAKER & SON CO.							
38377MB	01/24/16	01	COLD PATCH: .90 TONS	01-80-840-43690		02/08/16	117.00
				MAINTENANCE SUPPLIES-STREE			
						INVOICE TOTAL:	117.00
						VENDOR TOTAL:	117.00
BAXTWOOD BAXTER & WOODMAN							
0184163	01/21/16	01	ENG SRVC'S:MOFFETT RD CULVERT	43-80-870-49000		02/08/16	3,745.00
				MOFFETT RD BOX CULVERT			
						INVOICE TOTAL:	3,745.00
						VENDOR TOTAL:	3,745.00
BHFxLLC BHFx LLC							
224483	01/27/16	01	MISC COPIES:1010 GR BAY RD	01-60-650-43400		02/08/16	7.50
				PRINTING			
						INVOICE TOTAL:	7.50
						VENDOR TOTAL:	7.50
BLECKENG BLECK ENGINEERING CO., INC.							
23855	10/31/15	01	SHERIDAN/MACLAREN SANITARY	01-80-890-41304		02/08/16	300.00
				OTHER PROFESSIONAL SERVICE			
		02	SEWER RECORDS SEARCH	** COMMENT **			
						INVOICE TOTAL:	300.00
						VENDOR TOTAL:	300.00
BCBS BLUECROSS BLUE SHIELD OF IL							

DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
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BCBS	BLUECROSS BLUE SHIELD OF IL						
FEB 2016	01/25/16	01	VILLAGE MEDICAL PREM:FEB 2016	01-20-102-20000		02/08/16	57,695.88
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	57,695.88
						VENDOR TOTAL:	57,695.88
M							
BRUNNERD DAN BRUNNER							
EMT TUITION	02/03/16	01	FIRE/EMT TUITION REIMBURSEMENT	01-70-730-42400		02/08/16	1,435.46
				TRAINING/EDUCATION			
						INVOICE TOTAL:	1,435.46
						VENDOR TOTAL:	1,435.46
CARGILL	CARGILL, INCORPORATED						
2902634825	01/13/16	01	ROAD SALT: 79.65 TONS	01-80-840-43580		02/08/16	5,369.21
				SNOW/ICE CONTROL MATERIALS			
						INVOICE TOTAL:	5,369.21
2902637237	01/14/16	01	ROAD SALT: 80.91 TONS	01-80-840-43580		02/08/16	5,454.15
				SNOW/ICE CONTROL MATERIALS			
						INVOICE TOTAL:	5,454.15
						VENDOR TOTAL:	10,823.36
CLCJAWA	CENTRAL LAKE COUNTY JOINT						
2016 JAN	02/03/16	01	H2O PURCHASES:JAN 2016	46-80-800-44100		02/08/16	49,504.96
				WATER PURCHASES			
						INVOICE TOTAL:	49,504.96
						VENDOR TOTAL:	49,504.96
BURKECHR	CHRISTOPHER BURKE ENGINEERING						
127149	01/18/16	01	W. SCRANTON VIADUCT DRAINAGE	01-80-890-41304		02/08/16	5,107.64
				OTHER PROFESSIONAL SERVICE			

DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

BURKECHR CHRISTOPHER BURKE ENGINEERING							
127149	01/18/16	02	ANALYSIS		** COMMENT **	02/08/16	
						INVOICE TOTAL:	5,107.64
						VENDOR TOTAL:	5,107.64
COMCAST COMCAST CABLE							
FEB 2016	01/18/16	01	V HALL CABLE SRVC:FEB 2016	01-60-900-43230		02/08/16	6.34
				UTILITIES		INVOICE TOTAL:	6.34
						VENDOR TOTAL:	6.34
J.P.COOK J. P. COOKE CO.							
379193	01/21/16	01	CUSTOM RECEIVED STAMP	01-60-610-43550		02/08/16	91.70
				OFFICE SUPPLIES		INVOICE TOTAL:	91.70
						VENDOR TOTAL:	91.70
DAILYHER DAILY HERALD							
1/31-3/26/16	01/21/16	01	DAILY HERALD DELIVERY:V HALL	01-60-600-42460		02/08/16	82.40
		02	1/31-3/26/16	PUBLICATIONS			
				** COMMENT **		INVOICE TOTAL:	82.40
						VENDOR TOTAL:	82.40
DELTADEN DELTA DENTAL							
811654	02/01/16	01	PPO DENT'L PREM:FEB 2016	01-20-102-20000		02/08/16	3,938.70
				ACCOUNTS PAYABLE		INVOICE TOTAL:	3,938.70
811656	02/01/16	01	HMO DENT'L PREM:FEB 2016	01-20-102-20000		02/08/16	66.83
				ACCOUNTS PAYABLE		INVOICE TOTAL:	66.83
						VENDOR TOTAL:	4,005.53

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DATE: 02/03/16
 TIME: 14:06:20
 ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2016

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R0001570 DSI-DEVELOPMENT SOLUTIONS							
BOND/ESCROW REFUND	09/29/15	01	REFUND BOND:PERMIT #20150432	01-20-202-20100		02/08/16	5,000.00
		02	REFUND ZONING ESCROW BAL	01-20-202-20580			496.01
				ZONING ESCROW-101 WAUKEGAN			
						INVOICE TOTAL:	5,496.01
						VENDOR TOTAL:	5,496.01
ESSENEQU ESSENTIAL EQUIPMENT SOLUTIONS							
4107	01/19/16	01	FF GEAR: BJORK, SCHAEFER &	01-70-730-42420		02/08/16	6,225.00
		02	M. KLUCHKA	UNIFORMS			
				** COMMENT **			
						INVOICE TOTAL:	6,225.00
						VENDOR TOTAL:	6,225.00
FEECEOIL FEECE OIL COMPANY							
3400511	01/20/16	01	GASOLINE: 1800 GALLONS	01-10-301-55100		02/08/16	2,976.62
				GASOLINE INVENTORY			
						INVOICE TOTAL:	2,976.62
3400512	01/20/16	01	DIESEL: 1500 GALLONS	01-10-301-55100		02/08/16	2,037.00
				GASOLINE INVENTORY			
						INVOICE TOTAL:	2,037.00
						VENDOR TOTAL:	5,013.62
FRANKSWI WILLIAM Y. FRANKS							
DEC 2015	01/25/16	01	PROSECUTIONS-DEC 2015	01-60-600-41351		02/08/16	1,118.00
		02	PROP CODE/ZONING ISSUES	PROSECUTION SERVICES			156.00
				01-60-600-41351			
				PROSECUTION SERVICES			
						INVOICE TOTAL:	1,274.00
NOVEMBER 2015	01/25/16	01	PROSECUTIONS-NOV 2015	01-60-600-41351		02/08/16	1,378.00
				PROSECUTION SERVICES			
						INVOICE TOTAL:	1,378.00

DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
FRANKSWI WILLIAM Y. FRANKS							
OCTOBER 2015	01/25/16	01	PROSECUTIONS-OCT 2015	01-60-600-41351		02/08/16	2,119.00
				PROSECUTION SERVICES			
						INVOICE TOTAL:	2,119.00
SEPT 2015	01/25/16	01	PROSECUTIONS-SEPT 2015	01-60-600-41351		02/08/16	2,015.00
				PROSECUTION SERVICES			
		02	PROP CODE/ZONING ISSUES	01-60-600-41351			169.00
				PROSECUTION SERVICES			
						INVOICE TOTAL:	2,184.00
						VENDOR TOTAL:	6,955.00
GALLSINC GALLS, LLC							
004718737	01/12/16	01	VEHICLE LOCK-OUT TOOL:POLICE	01-70-710-43650		02/08/16	344.95
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	344.95
						VENDOR TOTAL:	344.95
GEHRKEER ERIK C GEHRKE							
FBI TRNG	01/30/16	01	FBI-LEEDA TRNG:SGT GEHRKE	01-70-730-42400		02/08/16	36.76
				TRAINING/EDUCATION			
						INVOICE TOTAL:	36.76
						VENDOR TOTAL:	36.76
GLOBALCO GLOBALCOM INC							
13013937	01/21/16	01	PRI/VOIP TELEPHONE SRVC	01-60-600-43210		02/08/16	67.47
				TELEPHONE			
		02	PRI/VOIP TELEPHONE SRVC	01-60-610-43210			67.47
				TELEPHONE			
		03	PRI/VOIP TELEPHONE SRVC	01-60-680-43210			67.47
				TELEPHONE			
		04	PRI/VOIP TELEPHONE SRVC	01-70-710-43210			67.47
				TELEPHONE			

DATE: 02/03/16
 TIME: 14:06:20
 ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
GLOBALCO GLOBALCOM INC							
13013937	01/21/16	05	PRI/VOIP TELEPHONE SRVC	01-70-711-43210 TELEPHONE		02/08/16	89.95
		06	PRI/VOIP TELEPHONE SRVC	01-70-730-43210 TELEPHONE			44.97
		07	PRI/VOIP TELEPHONE SRVC	01-80-910-43210 TELEPHONE			44.97
						INVOICE TOTAL:	449.77
						VENDOR TOTAL:	449.77
GRAINGER W. W. GRAINGER, INC.							
9002482678	01/19/16	01	VENT FAN REPLACEMENT MOTOR	01-80-910-43660 MAINTENANCE SUPPLIES-BLDG		02/08/16	113.05
						INVOICE TOTAL:	113.05
9005301990	01/21/16	01	ACCESSORY PLUG:KNOXBOXES	01-70-730-43650 MAINTENANCE SUPPLIES-EQUIP		02/08/16	11.88
						INVOICE TOTAL:	11.88
						VENDOR TOTAL:	124.93
GRIFFINS SUSAN GRIFFIN							
INTERVIEW SKILLS	01/29/16	01	BEHAVIORAL BASED INTERVIEWING	01-60-610-42400 TRAINING/EDUCATION		02/08/16	154.00
		02	WEBINAR 2/2/16	** COMMENT **			
						INVOICE TOTAL:	154.00
						VENDOR TOTAL:	154.00
HELANDER HELANDERS							
126087	01/26/16	01	ENGRAVED NAMEPLATES:SEC CMTE	01-60-650-41304 OTHER PROFESSIONAL SERVICE		02/08/16	52.42
						INVOICE TOTAL:	52.42
						VENDOR TOTAL:	52.42

DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

PAGE: 8

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

HOSKINGM MICHAEL HOSKING							
FBI TRNG MTG	01/21/16	01	FBI TRNG MTG:BELMONTE,HOSKING,	01-70-710-42400		02/08/16	90.00
		02	& SMIZINSKI	TRAINING/EDUCATION ** COMMENT **			
						INVOICE TOTAL:	90.00
						VENDOR TOTAL:	90.00
M							
ICMA RET ICMA RETIREMENT TRUST 457							
2/4 PAYROLL DEDUCT	02/04/16	01	2/4 'EE PAYROLL DEDUCTION	01-20-102-45000		02/08/16	168.84
				ICMA 457 PLAN PAYABLE			
		02	2/4 'EE PAYROLL DEDUCTION	01-20-102-45000			422.08
				ICMA 457 PLAN PAYABLE			
		03	2/4 'EE PAYROLL DEDUCTION	01-20-102-45000			201.29
				ICMA 457 PLAN PAYABLE			
		04	2/4 'EE PAYROLL DEDUCTION	01-20-102-45000			211.04
				ICMA 457 PLAN PAYABLE			
		05	2/4 'EE PAYROLL DEDUCTION	01-20-102-45000			422.08
				ICMA 457 PLAN PAYABLE			
						INVOICE TOTAL:	1,425.33
M							
2/4 W/H	02/04/16	01	2/4/16 'EE W/H	01-20-102-45000		02/08/16	2,882.29
				ICMA 457 PLAN PAYABLE			
						INVOICE TOTAL:	2,882.29
						VENDOR TOTAL:	4,307.62
M							
IGFOA ILLINOIS GFOA							
10 WEBINARS:SCHEIBL	02/02/16	01	TRNG:10 WEBINARS-SCHEIBL	01-60-610-42400		02/08/16	440.00
				TRAINING/EDUCATION			
						INVOICE TOTAL:	440.00
M							
FRAUD AWARE SEMINAR	01/25/16	01	TRNG:FRAUD AWARENESS-GRIFFIN	01-60-610-42400		02/08/16	50.00
				TRAINING/EDUCATION			
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	490.00
M							

DATE: 02/03/16
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ILCENTRA ILLINOIS CENTURY NETWORK							
T1618927	01/19/16	01	INTERNET SRVC PROVIDER:DEC 15	01-60-610-41300		02/08/16	76.00
				COMPUTER SERVICES			
						INVOICE TOTAL:	76.00
						VENDOR TOTAL:	76.00
IACP INT'L ASSN. CHIEFS OF POLICE							
1001184454	01/20/16	01	2016 MEMBER DUES:BELMONTE	01-70-710-42440		02/08/16	150.00
				DUES			
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
IUOEADM INT'L UNION OF OPER ENGINEERS							
2/4 W/H	02/04/16	01	2/4/16 'EE IUOE ADMIN DUES	01-20-102-49000		02/08/16	374.00
				UNION DUES PAYABLE			
						INVOICE TOTAL:	374.00
						VENDOR TOTAL:	374.00
IUOEMEMB INT'L UNION OF OPER ENGINEERS							
2/4 W/H	02/04/16	01	2/4 'EE IUOE MEMBERSHIP DUES	01-20-102-49000		02/08/16	82.39
				UNION DUES PAYABLE			
						INVOICE TOTAL:	82.39
						VENDOR TOTAL:	82.39
INTERDEV INTERDEV, LLC							
JAN 2016	01/31/16	01	IT ADMINISTRATION:JAN 2016	01-60-610-41300		02/08/16	4,993.81
				COMPUTER SERVICES			
						INVOICE TOTAL:	4,993.81
						VENDOR TOTAL:	4,993.81
IRMA IRMA							

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DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

PAGE: 10

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

IRMA	IRMA						
UST PREMIUM 2016	01/29/16	01	UNDERGROUND STORAGE TANKS PREM	01-80-910-41304		02/08/16	2,792.32
			OTHER PROFESSIONAL SERVICE				
						INVOICE TOTAL:	2,792.32
						VENDOR TOTAL:	2,792.32
JGUNIFOR J.G. UNIFORMS, INC.							
40516	01/08/16	01	UNIFORMS:OFCR SERDAR	01-70-710-42420		02/08/16	126.12
			UNIFORMS				
						INVOICE TOTAL:	126.12
40517	01/08/16	01	UNIFORMS:OFCR VINSON	01-70-710-42420		02/08/16	56.00
			UNIFORMS				
						INVOICE TOTAL:	56.00
40518	01/08/16	01	UNIFORMS:OFCR BREZINSKI	01-70-710-42420		02/08/16	134.00
			UNIFORMS				
						INVOICE TOTAL:	134.00
40519	01/08/16	01	UNIFORMS:SGT SMIZINSKI	01-70-710-42420		02/08/16	134.00
			UNIFORMS				
						INVOICE TOTAL:	134.00
40520	01/08/16	01	UNIFORMS:OFCR KREUSCH	01-70-710-42420		02/08/16	112.00
			UNIFORMS				
						INVOICE TOTAL:	112.00
						VENDOR TOTAL:	562.12
JWTURFF J.W. TURF, INC.							
56977	01/04/16	01	ALTERNATOR/WATER PUMP #11107	01-80-850-43650		02/08/16	955.26
			MAINTENANCE SUPPLIES-EQUIP				
						INVOICE TOTAL:	955.26
						VENDOR TOTAL:	955.26

DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

KELLOGG KELLOGG SCHOOL OF MANAGEMENT							
LEADERSHIP TRNG	01/29/16	01	LEADERSHIP TRAINING/CHARMM'D	01-60-610-42400		02/08/16	316.00
		02	FOUNDATION 3/14 & 3/15:GRIFFIN	TRAINING/EDUCATION ** COMMENT **			
						INVOICE TOTAL:	316.00
						VENDOR TOTAL:	316.00
LBOLA LAKE BLUFF OPEN LANDS ASS'N.							
TREE SALE	01/26/16	01	VILLAGE TREE SALE PLANTING	01-80-860-49240		02/08/16	650.00
				LANDSCAPING			
						INVOICE TOTAL:	650.00
						VENDOR TOTAL:	650.00
POLPEN LAKE BLUFF POLICE PENSION FUND							
2/4 W/H	02/04/16	01	2/4/16 'EE POLPEN W/HELD	01-20-102-45000		02/08/16	4,979.88
				ICMA 457 PLAN PAYABLE			
						INVOICE TOTAL:	4,979.88
						VENDOR TOTAL:	4,979.88
R0001453 LAKE EFFECT HOLDINGS, LLC							
ZONING ESCROW REFUND	01/29/16	01	ESCROW REFUND:16 E SCRANTON	01-20-202-20585		02/08/16	989.82
				ZONING ESCROW-LAKE EFF HOL			
						INVOICE TOTAL:	989.82
						VENDOR TOTAL:	989.82
LECHNER LECHNER & SONS UNIFORM RENTAL							
2119373	01/22/16	01	UNIFORMS: FORESTRY	01-80-860-42420		02/08/16	4.79
				UNIFORMS			
		02	UNIFORMS: STREETS	01-80-840-42420			25.00
				UNIFORMS			
		03	UNIFORMS: SEWERS	01-80-890-42420			1.72
				UNIFORMS			

M

DATE: 02/03/16
 TIME: 14:06:20
 ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

LECHNER LECHNER & SONS UNIFORM RENTAL							
2119373	01/22/16	04	UNIFORMS: PUB WKS	01-80-910-42420		02/08/16	15.17
				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:	57.91
2121772	01/29/16	01	UNIFORMS: FORESTRY	01-80-860-42420		02/08/16	4.79
				UNIFORMS			
		02	UNIFORMS: STREETS	01-80-840-42420			25.00
				UNIFORMS			
		03	UNIFORMS: SEWERS	01-80-890-42420			1.72
				UNIFORMS			
		04	UNIFORMS: PUB WKS	01-80-910-42420			15.17
				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:	57.91
						VENDOR TOTAL:	115.82
MEYERWIL WILLIAM MEYER							
ANN'L BUS MTG	01/29/16	01	ANN'L BUSINESS/GOVERNMENT MTG	01-60-650-42400		02/08/16	35.00
				TRAINING/EDUCATION			
						INVOICE TOTAL:	35.00
						VENDOR TOTAL:	35.00
MOEWF MIDWEST OP ENGINEERS LOCAL 150							
MARCH 2016	02/02/16	01	P WKS 'EE MED INS:MAR 2016	01-20-102-20000		02/08/16	1,300.00
				ACCOUNTS PAYABLE			

DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

MOEWF	MIDWEST OP ENGINEERS LOCAL 150						
MARCH 2016	02/02/16	02	P WKS FAMILY MED INS:MAR 2016	01-20-102-20000 ACCOUNTS PAYABLE		02/08/16	8,000.00
						INVOICE TOTAL:	9,300.00
						VENDOR TOTAL:	9,300.00
NAPA	NAPA AUTO SUPPLY						
588519	01/16/16	01	POWER STEERING FLUID ENG#4519	01-70-730-41100 MAINTENANCE VEHICLES		02/08/16	16.41
						INVOICE TOTAL:	16.41
						VENDOR TOTAL:	16.41
NLNTRYAS	NAT'L NOTARY ASSOC.						
QUOTE #784153	01/27/16	01	NOTARY PUBLIC RENWL:WEATHERALL	01-60-600-42440 DUES		02/08/16	97.00
						INVOICE TOTAL:	97.00
QUOTE #784154	01/28/16	01	NOTARY PUBLIC RENWL:CIOLEK	01-60-610-42440 DUES		02/08/16	97.00
						INVOICE TOTAL:	97.00
						VENDOR TOTAL:	194.00
NCCPETER	NCC PETERSEN PRODUCTS						
68999	01/21/16	01	VEHICLE WASH:55 GAL DRUM-P WKS	01-80-910-43650 MAINTENANCE SUPPLIES-EQUIP		01/21/16	412.05
						INVOICE TOTAL:	412.05
69067	01/28/16	01	VEHICLE WASH:55 GAL DRUM-FIRE	01-70-730-43640 MAINTENANCE SUPPLIES-VEHIC		02/08/16	409.05
						INVOICE TOTAL:	409.05
						VENDOR TOTAL:	821.10
NEOPOST	NEOPOST USA INC						

DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

PAGE: 14

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
NEOPOST NEOPOST USA INC							
14784761	01/20/16	01	POSTAGE MACHINE SUPPLIES	01-60-610-43550		02/08/16	227.99
				OFFICE SUPPLIES			
						INVOICE TOTAL:	227.99
						VENDOR TOTAL:	227.99
NORTHSHO NORTH SHORE GAS							
611 WALNUT 1/26	01/26/16	01	GAS:611 WALNT:12/28/15-1/26/16	01-60-940-43230		02/08/16	120.96
				UTILITIES			
						INVOICE TOTAL:	120.96
GASLITES 1/26	01/28/16	01	GAS LITES:12/28/15-1/26/16	01-80-840-43230		02/08/16	311.05
				UTILITIES/STREET LIGHTS			
						INVOICE TOTAL:	311.05
PSB GENERATOR 1/26	01/26/16	01	PSB GENERATOR:12/28/15-1/26/16	01-70-930-43230		02/08/16	89.77
				UTILITIES			
						INVOICE TOTAL:	89.77
VH GENERATOR 1/26	01/26/16	01	V H GENERATOR:11/24/15-1/26/16	01-60-900-43230		02/08/16	486.26
				UTILITIES			
						INVOICE TOTAL:	486.26
						VENDOR TOTAL:	1,008.04
NORSHPRI NORTH SHORE PRINTERS, INC.							
102594B	01/18/16	01	PRINT WINTER NEWSLETTER	01-60-600-43400		02/08/16	564.00
				PRINTING			
		02	POSTAGE FOR NEWSLETTER	01-60-600-43300			257.55
				POSTAGE			
						INVOICE TOTAL:	821.55
						VENDOR TOTAL:	821.55
00001219 NORTHWEST MUNICIPAL CONFERENCE							

DATE: 02/03/16
TIME: 14:06:20
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

PAGE: 15

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

00001219 NORTHWEST MUNICIPAL CONFERENCE							
9928	02/02/16	01	2016 LEGISLATIVE MTG:O'HARA	01-60-650-40800		02/08/16	45.00
			BOARD/COMMITTEE RECOGNITIO				
						INVOICE TOTAL:	45.00
						VENDOR TOTAL:	45.00
NWUNIV NORTHWESTERN UNIVERSITY							
4596	02/18/15	01	STAFF/COMMAND SCHOOL:BREZINSKI	01-70-710-42400		02/08/16	3,400.00
			TRAINING/EDUCATION				
						INVOICE TOTAL:	3,400.00
						VENDOR TOTAL:	3,400.00
O'HARAKA KATHLEEN O'HARA							
ANN'L BUS MTG	01/29/16	01	ANN'L BUSINESS/GOVERNMENT MTG	01-60-650-42400		02/08/16	35.00
			TRAINING/EDUCATION				
						INVOICE TOTAL:	35.00
						VENDOR TOTAL:	35.00
OHERRON RAY O'HERRON CO., INC.							
1605742-IN	01/28/16	01	HANDGUNS & AMMUNITION	01-70-710-43570		02/08/16	2,835.00
			OPERATING SUPPLIES				
						INVOICE TOTAL:	2,835.00
						VENDOR TOTAL:	2,835.00
PACIFICT PACIFIC TELEMAGEMENT SERVICE							
810043	01/21/16	01	PAY PHONE:PSB LOBBY-FEB 2016	01-70-710-43210		02/08/16	76.50
			TELEPHONE				
		02	PAY PHONE:JAIL INTAKE-FEB 2016	01-70-710-43210			76.50
			TELEPHONE				
						INVOICE TOTAL:	153.00
						VENDOR TOTAL:	153.00

DATE: 02/03/16
 TIME: 14:06:20
 ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
PCASH	PETTY CASH						
2016 JAN	01/26/16	01	MISC PETTY CASH EXPENDITURES	01-60-610-42411		02/08/16	69.53
			MILEAGE EXPENSE	01-60-600-42440			25.00
		02	MISC PETTY CASH EXPENDITURES				
			DUES	01-60-650-40800			117.78
		03	MISC PETTY CASH EXPENDITURES	BOARD/COMMITTEE RECOGNITIO			
				01-60-610-40900			66.91
		04	MISC PETTY CASH EXPENDITURES	OTHER EMPLOYEE BENEFITS			
				01-70-730-43650			32.91
		05	MISC PETTY CASH EXPENDITURES	MAINTENANCE SUPPLIES-EQUIP			
				01-70-730-42400			32.32
		06	MISC PETTY CASH EXPENDITURES	TRAINING/EDUCATION			
				01-70-730-43550			16.08
		07	MISC PETTY CASH EXPENDITURES	OFFICE SUPPLIES			
				01-70-930-43660			21.27
		08	MISC PETTY CASH EXPENDITURES	MAINTENANCE SUPPLIES-BLDG			
				01-80-840-40900			8.50
		09	MISC PETTY CASH EXPENDITURES	OTHER EMPLOYEE BENEFITS			
				01-70-710-40800			20.34
		10	MISC POLICE PETTY CASH EXPEND	EMPLOYEE RECOGNITION			
				01-70-710-43300			3.94
		11	MISC POLICE PETTY CASH EXPEND	POSTAGE			
				01-70-710-42411			7.63
		12	MISC POLICE PETTY CASH EXPEND	MILEAGE EXPENSE			
				01-70-710-42400			27.79
		13	MISC POLICE PETTY CASH EXPEND	TRAINING/EDUCATION			
				01-70-710-45900			24.83
		14	MISC POLICE PETTY CASH EXPEND	MINOR EQUIPMENT			
						INVOICE TOTAL:	474.83
						VENDOR TOTAL:	474.83
PRECSERV PRECISION SERVICE & PARTS, INC							
30IV080026	01/27/16	01	WIPER BLADES/BATTERIES	01-70-730-43640		02/08/16	278.62
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	278.62
						VENDOR TOTAL:	278.62

M

DATE: 02/03/16
TIME: 14:06:21
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

PAGE: 17

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

RICOH RICOH USA, INC							
1060282920	01/19/16	01	COLOR PRINTER SUPPLIES:V HALL	01-60-610-43550		02/08/16	421.24
			OFFICE SUPPLIES				
						INVOICE TOTAL:	421.24
1060370301	01/22/16	01	COLOR PRINTER MAINT KIT:V HALL	01-60-610-43550		02/08/16	155.95
			OFFICE SUPPLIES				
						INVOICE TOTAL:	155.95
1060370377	01/22/16	01	COLOR PRNTR PHOTOCONDUCTR:VH	01-60-600-43550		02/08/16	503.44
			OFFICE SUPPLIES				
						INVOICE TOTAL:	503.44
						VENDOR TOTAL:	1,080.63
R0000951 AMY ROCKWELL							
H2O REFUND	01/02/16	01	H2O CREDIT BAL:306 E WITCHWD	46-40-403-45000		02/08/16	123.94
			WATER SALES				
						INVOICE TOTAL:	123.94
						VENDOR TOTAL:	123.94
SCHELHAS WILLIAM A. SCHELHAS							
JAN 2016	02/01/16	01	VLB SHARE PROD ASST:JAN 2016	01-60-600-41304		02/08/16	1,120.00
			OTHER PROFESSIONAL SERVICE				
						INVOICE TOTAL:	1,120.00
						VENDOR TOTAL:	1,120.00
SHERAUTO SHERIDAN AUTO PARTS							
891113	01/18/16	01	AIR,OIL & FUEL FILTERS	01-80-850-43650		02/08/16	48.11
			MAINTENANCE SUPPLIES-EQUIP				
						INVOICE TOTAL:	48.11
891114	01/18/16	01	AIR/OIL FILTERS	01-80-840-43640		02/08/16	77.33
			MAINTENANCE SUPPLIES-VEHIC				
						INVOICE TOTAL:	77.33

DATE: 02/03/16
TIME: 14:06:21
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

PAGE: 18

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

SHERAUTO SHERIDAN AUTO PARTS							
891699	01/22/16	01	STARTER, CRANKSHAFT SENSOR	01-70-730-43640		02/08/16	173.55
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	173.55
891844	01/25/16	01	CORE CREDIT	01-70-730-43640		02/08/16	-27.50
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	-27.50
892077	01/27/16	01	5W20 OIL	01-70-710-43560		02/08/16	71.76
				GASOLINE & OIL			
						INVOICE TOTAL:	71.76
						VENDOR TOTAL:	343.25
SIRCHIE SIRCHIE FINGERPRINT LAB							
0237403-IN	01/13/16	01	POLICE EVIDENCE SUPPLIES	01-70-710-43570		02/08/16	221.97
				OPERATING SUPPLIES			
						INVOICE TOTAL:	221.97
0238092-IN	01/18/16	01	POLICE EVIDENCE SUPPLIES	01-70-710-43570		02/08/16	58.09
				OPERATING SUPPLIES			
						INVOICE TOTAL:	58.09
						VENDOR TOTAL:	280.06
STAPLES STAPLES ADVANTAGE							
3289620893	01/13/16	01	OFFICE SUPPLIES:POLICE	01-70-710-43550		02/08/16	46.90
				OFFICE SUPPLIES			
						INVOICE TOTAL:	46.90
						VENDOR TOTAL:	46.90
STATEDIS STATE DISBURSEMENT UNIT							
2/4 PAYROLL DEDUCT	02/04/16	01	2/4 'EE PAYROLL DEDUCTION	01-20-102-51000		02/08/16	579.69
				WAGE ASSIGNMENT PAYABLE			
						INVOICE TOTAL:	579.69
						VENDOR TOTAL:	579.69

M

DATE: 02/03/16
 TIME: 14:06:21
 ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

SWALCO	SWALCO						
920001937	02/01/16	01	2016 OPERATIONS/MAINT FEE	01-60-650-42440		02/08/16	2,722.50
			DUES				
						INVOICE TOTAL:	2,722.50
						VENDOR TOTAL:	2,722.50
TELCOMIN TELCOM INNOVATIONS GROUP, INC							
A47505	01/25/16	01	REVISE POLICE AUTO ATTENDANT	01-70-710-41200		02/08/16	85.50
			MAINTENANCE EQUIPMENT				
						INVOICE TOTAL:	85.50
A47535	01/28/16	01	UPGRADE RAM/SOFTWARE VOIP SYST	01-60-610-49350		02/08/16	543.50
			COMPUTER EQUIPMENT				
						INVOICE TOTAL:	543.50
A47536	01/28/16	01	UPGRADE RAM/SOFTWARE VOIP SYST	01-60-610-49350		02/08/16	1,733.25
			COMPUTER EQUIPMENT				
						INVOICE TOTAL:	1,733.25
A47537	01/28/16	01	UPGRADE RAM/SOFTWARE VOIP SYST	01-60-610-49350		02/08/16	834.00
			COMPUTER EQUIPMENT				
						INVOICE TOTAL:	834.00
						VENDOR TOTAL:	3,196.25
TESKA TESKA ASSOCIATES INC.							
6580	01/21/16	01	DOWNTOWN VISIONING PROJECT	01-60-600-41304		02/08/16	260.00
			OTHER PROFESSIONAL SERVICE				
						INVOICE TOTAL:	260.00
						VENDOR TOTAL:	260.00
TSIINC TSI INCORPORATED							
90773838A	01/18/16	01	PORTACOUNT PRO RESPIRATOR:FIRE	01-70-730-49400		02/08/16	7,670.00
			EQUIPMENT				
						INVOICE TOTAL:	7,670.00
						VENDOR TOTAL:	7,670.00

DATE: 02/03/16
TIME: 14:06:21
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

PAGE: 20

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

TYLERTEC TYLER TECHNOLOGIES							
047011	12/30/15	01	NEW WORLD SOFTWARE CONF:MOUNT	01-70-710-42410		02/08/16	1,495.00
		02	REG'N, HOTEL & MEALS	CONFERENCES ** COMMENT **			
						INVOICE TOTAL:	1,495.00
						VENDOR TOTAL:	1,495.00
ULTRAPRI ULTRA PRINTING							
48857	01/13/16	01	PRINT CRIME OPPORTUNITY CARDS	01-70-710-43400		02/08/16	30.00
				PRINTING			
						INVOICE TOTAL:	30.00
48862	01/21/16	01	PRINT CRIME OPPORTUNITY CARDS	01-70-710-43400		02/08/16	30.00
				PRINTING			
						INVOICE TOTAL:	30.00
						VENDOR TOTAL:	60.00
UNCOFFEE UNITED COFFEE SERVICE, INC.							
554031	01/18/16	01	COFFEE & SUPPLIES:PUB WORKS	01-80-910-43660		02/08/16	170.35
				MAINTENANCE SUPPLIES-BLDG			
						INVOICE TOTAL:	170.35
554448	01/25/16	01	COFFEE & SUPPLIES:V HALL	01-60-900-43660		02/08/16	134.50
				MAINTENANCE SUPPLIES-BUILD			
		02	(2) 5 GAL BOTTLED WATER:V HALL	01-60-900-43660			15.70
				MAINTENANCE SUPPLIES-BUILD			
						INVOICE TOTAL:	150.20
						VENDOR TOTAL:	320.55
USPOSTAL UNITED STATES POSTAL SERVICE							
2016 JAN	01/28/16	01	POSTAGE:CYCLE #02 WTR BILLING	46-80-800-43300		02/08/16	364.80
				POSTAGE			
						INVOICE TOTAL:	364.80
						VENDOR TOTAL:	364.80

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-- VILLAGE OF LAKE BLUFF --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

VLBWATER VILLAGE OF LAKE BLUFF							
KOHL LIFT 1/25/16	01/29/16	01	WTR:KOHL DR LIFT STN 10/16/15-	01-80-890-43230		02/08/16	7.50
				UTILITIES			
		02	1/25/16	** COMMENT **			
						INVOICE TOTAL:	7.50
						VENDOR TOTAL:	7.50
VISIONSE VISION SERVICE PLAN							
FEB 2016	01/19/16	01	VILLAGE VISION PREM: FEB 2016	01-20-102-20000		02/08/16	303.08
				ACCOUNTS PAYABLE			
		02	PRK DIST VISION PREM: FEB 2016	01-20-102-20000			166.11
				ACCOUNTS PAYABLE			
		03	LIBRARY VISION PREM: FEB 2016	01-20-102-20000			56.99
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	526.18
						VENDOR TOTAL:	526.18
VULCANMA VULCAN MATERIALS FINANCE COL.							
31088848	01/19/16	01	GRAVEL:6.95 TONS-WTRMAIN BREAK	46-80-800-43670		02/08/16	104.25
				MAINTENANCE SUPPLIES-UTILI			
						INVOICE TOTAL:	104.25
						VENDOR TOTAL:	104.25
WAREHOUS WAREHOUSE DIRECT							
2957461-0	01/27/16	01	OFFICE SUPPLIES:VILL HALL	01-60-610-43550		02/08/16	295.65
				OFFICE SUPPLIES			
						INVOICE TOTAL:	295.65
2959865-0	01/29/16	01	OFFICE SUPPLIES:VILL HALL	01-60-610-43550		02/08/16	75.30
				OFFICE SUPPLIES			
						INVOICE TOTAL:	75.30
						VENDOR TOTAL:	370.95
						TOTAL ALL INVOICES:	222,558.20

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-- VILLAGE OF LAKE BLUFF --
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/08/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
10	ASSETS		
FEECEOIL	FEECE OIL COMPANY	41,083.76	5,013.62
	ASSETS		5,013.62
20	LIABILITIES		
AFLAC	AFLAC	1,407.80	88.44
BCBS	BLUECROSS BLUE SHIELD OF IL	506,533.31	57,695.88
DELTADEN	DELTA DENTAL	35,307.35	4,005.53
ICMA RET	ICMA RETIREMENT TRUST 457	76,736.40	4,307.62
IUOEADM	INT'L UNION OF OPER ENGINEERS	6,159.50	374.00
IUOEMEMB	INT'L UNION OF OPER ENGINEERS	1,577.18	82.39
MOEWF	MIDWEST OP ENGINEERS LOCAL 150	94,600.00	9,300.00
POLPEN	LAKE BLUFF POLICE PENSION FUND	94,302.97	4,979.88
R0001453	LAKE EFFECT HOLDINGS, LLC	506.62	989.82
R0001570	DSI-DEVELOPMENT SOLUTIONS		5,496.01
STATEDIS	STATE DISBURSEMENT UNIT	11,014.11	579.69
VISIONSE	VISION SERVICE PLAN	4,612.91	526.18
	LIABILITIES		88,425.44
60	ADMINISTRATION		
00001219	NORTHWEST MUNICIPAL CONFERENCE	5,421.00	45.00
ADP	ADP INC.	6,577.11	203.15
AT & T	AT & T	24,555.13	382.11
BHFXLLC	BHFX LLC	998.93	7.50
COMCAST	COMCAST CABLE	2,229.59	6.34
DAILYHER	DAILY HERALD	400.80	82.40
FRANKSWI	WILLIAM Y. FRANKS	12,142.00	6,955.00
GLOBALCO	GLOBALCOM INC	4,029.18	202.41
GRIFFINS	SUSAN GRIFFIN	3,976.57	154.00
HELANDER	HELANDERS		52.42
IGFOA	ILLINOIS GFOA	960.00	490.00
ILCENTRA	ILLINOIS CENTURY NETWORK	684.00	76.00
INTERDEV	INTERDEV, LLC	47,424.73	4,993.81
J.P.COOK	J. P. COOKE CO.	391.23	91.70
KELLOGG	KELLOGG SCHOOL OF MANAGEMENT		316.00
MEYERWIL	WILLIAM MEYER		35.00
NEOPOST	NEOPOST USA INC	1,422.96	227.99
NLNTRYAS	NAT'L NOTARY ASSOC.		194.00
NORSHPRI	NORTH SHORE PRINTERS, INC.	990.76	821.55

DATE: 02/03/2016
 TIME: 14:06:50
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-- VILLAGE OF LAKE BLUFF --
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 02/08/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
60	ADMINISTRATION		
NORTHSHO	NORTH SHORE GAS	6,279.63	607.22
O'HARAKA	KATHLEEN O'HARA		35.00
PCASH	PETTY CASH	4,058.48	279.22
RICOH	RICOH USA, INC	5,425.26	1,080.63
SCHELHAS	WILLIAM A. SCHELHAS	8,960.00	1,120.00
SWALCO	SWALCO		2,722.50
TELCOMIN	TELCOM INNOVATIONS GROUP, INC	2,843.00	3,110.75
TESKA	TESKA ASSOCIATES INC.	20,946.68	260.00
UNCOFFEE	UNITED COFFEE SERVICE, INC.	4,968.49	150.20
WAREHOUS	WAREHOUSE DIRECT	1,441.65	370.95
	ADMINISTRATION		25,072.85
70	PUBLIC SAFETY		
ANDERPES	ANDERSON PEST CONTROL	1,173.75	68.13
AT & T	AT & T	24,555.13	1,250.19
BRUNNERD	DAN BRUNNER		1,435.46
ESSENEQU	ESSENTIAL EQUIPMENT SOLUTIONS	1,068.00	6,225.00
GALLSINC	GALLS, LLC	157.80	344.95
GEHRKEER	ERIK C GEHRKE	470.53	36.76
GLOBALCO	GLOBALCOM INC	4,029.18	202.39
GRAINGER	W. W. GRAINGER, INC.	1,821.88	11.88
HOSKINGM	MICHAEL HOSKING	552.21	90.00
IACP	INT'L ASSN. CHIEFS OF POLICE		150.00
JGUNIFOR	J.G. UNIFORMS, INC.	1,809.99	562.12
NAPA	NAPA AUTO SUPPLY	2,513.95	16.41
NCCPETER	NCC PETERSEN PRODUCTS	4,463.93	409.05
NORTHSHO	NORTH SHORE GAS	6,279.63	89.77
NWUNIV	NORTHWESTERN UNIVERSITY		3,400.00
OHERRON	RAY O'HERRON CO., INC.		2,835.00
PACIFICT	PACIFIC TELEMAGEMENT SERVICE	1,377.00	153.00
PCASH	PETTY CASH	4,058.48	187.11
PRECSERV	PRECISION SERVICE & PARTS, INC	3,785.89	278.62
SHERAUTO	SHERIDAN AUTO PARTS	2,437.88	217.81
SIRCHIE	SIRCHIE FINGERPRINT LAB	486.10	280.06
STAPLES	STAPLES ADVANTAGE	3,726.16	46.90
TELCOMIN	TELCOM INNOVATIONS GROUP, INC	2,843.00	85.50
TSIINC	TSI INCORPORATED		7,670.00
TYLERTEC	TYLER TECHNOLOGIES		1,495.00
ULTRAPRI	ULTRA PRINTING		60.00
	PUBLIC SAFETY		27,601.11

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-- VILLAGE OF LAKE BLUFF --
DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 02/08/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
80	PUBLIC WORKS		
AMERGAS	AMERICAN GASES CORP.	525.42	150.00
AT & T	AT & T	24,555.13	397.92
BAKERPET	PETER BAKER & SON CO.	749,628.52	117.00
BLECKENG	BLECK ENGINEERING CO., INC.	200.00	300.00
BURKECHR	CHRISTOPHER BURKE ENGINEERING	111,298.94	5,107.64
CARGILL	CARGILL, INCORPORATED		10,823.36
GLOBALCO	GLOBALCOM INC	4,029.18	44.97
GRAINGER	W. W. GRAINGER, INC.	1,821.88	113.05
IRMA	IRMA	165,248.75	2,792.32
JWTURFF	J.W. TURF, INC.	1,063.35	955.26
LBOLA	LAKE BLUFF OPEN LANDS ASS'N.		650.00
LECHNER	LECHNER & SONS UNIFORM RENTAL	2,374.73	113.82
NCCPETER	NCC PETERSEN PRODUCTS	4,463.93	412.05
NORTHSHO	NORTH SHORE GAS	6,279.63	311.05
PCASH	PETTY CASH	4,058.48	8.50
SHERAUTO	SHERIDAN AUTO PARTS	2,437.88	125.44
UNCOFFEE	UNITED COFFEE SERVICE, INC.	4,968.49	170.35
VLBWATER	VILLAGE OF LAKE BLUFF	1,421.14	7.50
	PUBLIC WORKS		22,600.23
REDEVELOPMENT PROGRAM FUND			
80	PUBLIC WORKS		
BAXTWOOD	BAXTER & WOODMAN	66,345.70	3,745.00
	PUBLIC WORKS		3,745.00
WATER FUND			
40	REVENUES		
R0000951	AMY ROCKWELL		123.94
	REVENUES		123.94
80	PUBLIC WORKS		
CLCJAWA	CENTRAL LAKE COUNTY JOINT	474,142.69	49,504.96
LECHNER	LECHNER & SONS UNIFORM RENTAL	2,374.73	2.00
USPOSTAL	UNITED STATES POSTAL SERVICE	8,354.68	364.80
VULCANMA	VULCAN MATERIALS FINANCE COL.	1,314.74	104.25
	PUBLIC WORKS		49,976.01
	TOTAL ALL DEPARTMENTS		222,558.20

VILLAGE OF LAKE BLUFF 2015-16
PAYROLL BREAKDOWN BY DEPARTMENT

Attachment 2

ANNUAL		FUND	DEPARTMENT	DECEMBER 2015	JANUARY 2016	(4) FY14-15 Accrual	2015-16		% OF BUDGET EXPENDED	(6) 2014-15
ACTUAL 2014-15	BUDGET 2015-16						ACTUAL	BUDGET		YR-TO-DATE ACTUAL
General										
338,315	352,500		Administrative	27,818.37	28,573.37	(4,978)	267,439	257,596	75.87%	245,360
268,227	276,000		Finance	20,940.00	20,940.00	(4,084)	203,271	201,692	73.65%	192,434
1,522,553	1,605,000		Police Sworn	121,219.54	126,856.72	(22,800)	1,181,954	1,172,885	73.64%	1,104,837
287,938	151,000		Police Records	10,074.85	9,868.62	(2,000)	98,960	110,346	65.54%	250,384
9,749	9,850		Crossing Guards	0.00	0.00	0	6,920	7,198	70.25%	9,749
64,330	68,400		Fire (Notes 2-3)	4,678.56	4,678.56	(1,871)	42,575	49,985	62.24%	46,084
183,639	136,000		Community Develop	12,275.62	11,506.52	(4,600)	118,521	99,385	87.15%	112,028
PUBLIC WORKS:										
291,530	283,500		Streets, Lighting	21,804.86	23,193.75	(9,600)	209,167	207,173	73.78%	194,623
6,638	7,125		Sanitation	0.00	0.00	(200)	3,613	5,207	50.70%	4,751
62,160	82,700		Forestry	5,001.86	5,448.65	(1,840)	43,565	60,435	52.68%	43,535
27,086	31,000		Parks & Parkways	1,378.86	4,600.60	(240)	37,200	22,654	120.00%	25,331
78,377	117,500		Sewer	7,154.10	7,649.61	(2,680)	67,627	85,865	57.56%	51,435
16,600	9,350		Village Hall Bldg	1,436.57	1,637.91	(500)	12,175	6,833	130.22%	11,553
16,600	9,350		Public Safety Bldg	1,436.57	1,637.91	(500)	12,175	6,833	130.22%	11,553
16,600	5,225		Public Works Bldg	1,436.57	1,637.91	(500)	12,175	3,818	233.02%	11,553
26,703	34,250		Commuter Station	2,048.85	2,048.85	(1,000)	18,703	25,029	54.61%	18,727
216,531	209,000		Water	16,898.98	16,685.74	(5,000)	167,025	152,731	79.92%	129,338
3,433,574	3,387,750		TOTAL	255,604.17	266,964.71	(62,393)	2,503,066	2,475,663	73.89%	2,463,275

Dec.

**VILLAGE OF LAKE BLUFF 2015-16
PAYROLL BREAKDOWN BY DEPARTMENT**

3-Feb-16

ATTACHMENT #2

ANNUAL		FUND DEPARTMENT	(1)					(1)	
ACTUAL 2014-15	BUDGET 2015-16		MAY 2015	JUNE 2015	JULY 2015	AUGUST 2015	SEPTEMBER 2015	OCTOBER 2015	NOVEMBER 2015
General									
338,315	352,500	Administrative	36,035.29	26,471.46	27,164.90	27,263.37	30,099.41	41,382.55	27,608.37
268,227	276,000	Finance	23,500.40	20,940.00	21,044.11	20,940.00	21,044.11	37,066.50	20,940.00
1,522,553	1,605,000	Police Sworn	126,651.11	122,910.88	140,394.42	125,997.94	127,355.62	191,450.64	121,917.17
287,938	151,000	Police Records	11,145.56	11,067.83	10,670.64	11,083.11	10,785.21	15,616.40	10,647.71
9,749	9,850	Crossing Guards	0.00	1,740.01	2,341.51	2,698.02	140.38	0.00	0.00
64,330	68,400	Fire (Notes 2-3)	4,678.56	4,678.56	4,678.56	4,678.56	4,678.56	7,017.84	4,678.56
183,639	136,000	Community Develop	7,490.22	11,065.42	20,711.70	14,150.31	14,222.81	19,254.64	12,443.86
PUBLIC WORKS:									
291,530	283,500	Streets, Lighting	17,810.02	19,828.49	26,451.05	23,499.27	21,704.55	43,322.92	21,151.65
6,638	7,125	Sanitation	500.00	500.00	437.50	500.00	500.00	750.00	625.00
62,160	82,700	Forestry	4,409.43	4,634.24	5,119.09	4,896.30	4,776.69	6,575.19	4,543.96
27,086	31,000	Parks & Parkways	1,370.07	7,613.78	10,303.40	6,991.47	1,693.10	2,067.08	1,421.67
78,377	117,500	Sewer	7,301.99	6,631.26	7,539.89	7,046.95	6,596.46	14,087.58	6,299.34
16,600	9,350	Village Hall Bldg	1,242.20	1,183.38	1,501.55	1,167.05	1,330.40	1,881.25	1,295.00
16,600	9,350	Public Safety Bldg	1,242.20	1,183.38	1,501.55	1,167.05	1,330.40	1,881.25	1,295.00
16,600	5,225	Public Works Bldg	1,242.20	1,183.38	1,501.55	1,167.05	1,330.40	1,881.25	1,295.00
26,703	34,250	Commuter Station	2,287.72	2,048.85	2,048.85	2,048.85	2,048.85	3,073.28	2,048.85
216,531	209,000	Water	13,225.64	15,357.52	25,399.94	19,222.45	18,283.60	30,462.77	16,488.30
3,433,574	3,387,750	TOTAL	260,132.60	259,038.45	308,810.20	274,517.72	267,920.52	417,771.13	254,699.45

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 &
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: 7a

Subject: REPORT CONCERNING THE ELECTRONIC STORAGE AND
DISPOSITION OF CERTAIN VILLAGE RECORDS

Action Requested: ACCEPTANCE OF THE REPORT (Voice Vote)

Originated By: VILLAGE STAFF

Referred To: VILLAGE BOARD

Summary of Background and Reason for Request:

Village Staff continues to work with the Records Management Section of the Illinois State Archives to obtain the necessary approval to convert paper records to electronic files and to dispose of certain Village records. The Records Management Section of the Illinois State Archives is responsible for assisting local government agencies with the disposal of records. In Illinois, no public record may be disposed of without State approval. Attached is a list of Village documents that Staff plans on submitting to the State seeking approval for disposal. All of these documents have exceeded the required holding period and the Village Board agenda packages have been converted to electronic files. This matter is being presented for the Board's information and if there are no objections to the provided list, Village Staff will coordinate the appropriate disposal of the hard copy of the documents.

Reports and Documents Attached:

- List of the Village Records Proposed for Disposal.

Village Administrator's Recommendation: Acceptance of the Report.

Date Referred to Village Board:

2/8/2016

Proposed Village Records for Disposal by the State of Illinois

BOARD PACKAGES	Inclusive Dates	
<i>Employee Time Cards</i>	1995	Basement
<i>Vehicle Sticker Applications</i>	2010	Basement
Bank Statements/Recon. Forms/Cancelled Checks/Voucher Copies	FY1991-1992	Basement
<i>EPA Waer Data Analysis</i>	12/1987 thru 5/1993	PW
<i>Employee Time Cards</i>	1996	PW
<i>Cancelled Cecks</i>	1937	PW
<i>Bank Reconciliations</i>	FY07-08	PW
<i>Water Billing Ledger</i>	10/15/93 to 10/20/00	PW
<i>Utility billing Paymens/Cash Distribution Receipts</i>	FY02-03; FY03-04 and FY04-05	PW
<i>Payroll Register</i>	1998	PW
<i>Social Security Record</i>	1954-1965	PW
<i>Cash Receipts</i>	FY77-78 and 1967	PW
<i>Tax Bill</i>	88/89/90	PW
<i>VB/PC</i>	2004 to 2005	PW (Need to be scanned)
<i>HPC/ABR/VB/PC Agenda Packets</i>	2010	VH by my Desk

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

Agenda Item: 11

Subject: A RESOLUTION ESTABLISHING THE REGULAR MEETING DATES
AND COMMITTEE-OF-THE-WHOLE MEETING DATES FOR THE
BOARD OF TRUSTEES FOR FISCAL YEAR 2016-2017

Action Requested: ADOPTION OF THE RESOLUTION (Voice Vote)

Originated By: VILLAGE STAFF

Referred To: VILLAGE BOARD

Summary of Background and Reason for Request:

Illinois Statutes require the Village Board to provide notice of the regular schedule of meetings. In keeping with past practice, the proposed schedule establishes the Regular meeting of the Village Board for 7:00 p.m. on the second and fourth Monday of each month. Please note there is only one meeting scheduled for October (Columbus Day holiday) and December (last meeting cancelled due to proximity of the holiday season). Additionally, the proposed schedule also includes COW meeting dates for the same night as the Regular meetings of the Village Board. The scheduled start time for the COW meetings is established for 6:00 p.m. Please know that, as previously discussed, Staff will (i) continue to hold "significant" COW meetings in the Public Safety Building Community room and (ii) provide cancellation notices (in the event that there is a lack of business for upcoming meetings).

Reports and Documents Attached:

- A copy of the Resolution establishing the regular meeting dates for the Board of Trustees.

Village President's Recommendation: Adoption of the Resolution.

Village Administrator's Recommendation: Adoption of the Resolution.

Date Referred to Village Board: 2/8/2016

RESOLUTION NO. 2016-

A RESOLUTION ESTABLISHING THE REGULAR MEETING DATES AND COMMITTEE OF THE WHOLE MEETING DATES FOR THE BOARD OF TRUSTEES FOR FISCAL YEAR 2016-2017

WHEREAS, Chapter 5, Section 120/2.03 of the Illinois Compiled Statutes (1992) requires public notice to be given of all meetings of the Board of Trustees of the Village of Lake Bluff; and,

WHEREAS, said Statutes require that such notice be given at the beginning of each calendar or fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS that the Regular Meetings of the Board of Trustees of the Village of Lake Bluff, Lake County, Illinois, for the Fiscal Year commencing May 1, 2016, be and the same are hereby scheduled on the following dates. All regular meetings shall take place at the Village Hall, 40 E. Center Avenue, Lake Bluff, Illinois, at 7:00 p.m., unless otherwise provided.

May 9, 2016	November 14, 2016
May 23, 2016	November 28, 2016
June 13, 2016	December 12, 2016
June 27, 2016	January 9, 2017
July 11, 2016	January 23, 2017
July 25, 2016	February 13, 2017
August 8, 2016	February 27, 2017
August 22, 2016	March 13, 2017
September 12, 2016	March 27, 2017
September 26, 2016	April 10, 2017
October 24, 2016	April 24, 2017

Committee-of-the-Whole Meetings shall take place at the Village Hall, 40 E. Center Avenue, Lake Bluff, Illinois, at 6:00 p.m., unless otherwise provided.

May 9, 2016	November 14, 2016
May 23, 2016	November 28, 2016
June 13, 2016	December 12, 2016
June 27, 2016	January 9, 2017
July 11, 2016	January 23, 2017
July 25, 2016	February 13, 2017
August 8, 2016	February 27, 2017
August 22, 2016	March 13, 2017
September 12, 2016	March 27, 2017
September 26, 2016	April 10, 2017
October 24, 2016	April 24, 2017

PASSED this ___ day of February, 2016, by vote of the Board of Trustees of the Village of Lake Bluff as follows:

AYES: (0)

NAYS: (0)

ABSENT: (0)

APPROVED this ____ day of February, 2016.

ATTEST:

Village President

Village Clerk

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

Agenda Item: 12

Subject: AN ORDINANCE AMENDING CERTAIN PROVISIONS OF THE MUNICIPAL CODE CONCERNING THE OPERATION OF LEAF BLOWERS AND POWERED LAWN EQUIPMENT

Action Requested: FIRST READING OF THE ORDINANCE (Roll Call Vote)

Originated By: VILLAGE STAFF

Referred To: VILLAGE BOARD

Summary of Background and Reason for Request:

On August 24, 2015 the Committee-of-the-Whole (COW) discussed complaints received by the Village from time to time regarding outdoor work (lawn mowing and other landscaping activities) that produce offensive noises in the early morning and evening hours. Historically, the Village has managed these complaints by working with contractors/property owners and using the current permitted construction times for regulatory purposes. On January 25, 2016, following its discussion over the course of several meetings, the COW directed Staff and Legal Counsel to draft an ordinance amending the Village's nuisance regulations concerning leaf blowers and powered lawn equipment (Chapter 1 of Title 4 of the Municipal Code), including:

- i. Modifying the hours of operation permitted for any powered lawn maintenance equipment (leaf blowers, lawn mowers, trimmers, etc.) throughout the year to Monday through Friday, from 8:00 a.m. – 6:00 p.m., and Saturdays/Sundays/Holidays from 9:00 a.m. – 6:00 p.m. (“permitted hours of operation”);
- ii. Exempting snow removal equipment, such as snow blowers, plows, power shovels, etc., from the permitted hours of operation; and
- iii. Allowing property owners performing landscape maintenance activities on their own property to operate between 6:00 p.m. and dusk.

Additionally, the COW discussed the possibility of establishing registration requirements for landscape companies; however, the COW directed Staff to educate residents on best practices for hiring landscaper contractors, such as an adequate level of insurance, rather than creating a new licensing program.

Village Staff will be in attendance at the meeting to answer questions from the Board.

Reports and Documents Attached:

1. An Ordinance Amending Leaf Blowers and Powered Lawn Equipment Regulations;
2. Summary of Regulations Regarding Outdoor Construction and Property Maintenance Activities;
3. Summary of Landscaper Registration Requirements from; and
4. Minutes of the August 24 and December 14, 2015 COW Meetings.

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

Date Referred to Village Board:

2/8/2016

ORDINANCE NO. 2016-

**AN ORDINANCE AMENDING CERTAIN PROVISIONS
OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE
CONCERNING THE OPERATION OF
LEAF BLOWERS AND POWERED LAWN EQUIPMENT**

Passed by the Board of Trustees _____,

Printed and Published _____,

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees

VILLAGE OF LAKE BLUFF
LAKE COUNTY, ILLINOIS

I hereby certify that this document
was properly published on the date
stated above.

Village Clerk

ORDINANCE NO. 2016-

AN ORDINANCE AMENDING CERTAIN PROVISIONS
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CONCERNING THE OPERATION OF
LEAF BLOWERS AND POWERED LAWN EQUIPMENT

WHEREAS, Title 4 of the Lake Bluff Municipal Code declares certain activities within the Village to be public nuisances, including the operation of leaf blowers in a manner not permitted under the Village's Municipal Code; and

WHEREAS, the Village has determined that it would be beneficial to amend the Village's Municipal Code to refine its regulations concerning the operation of leaf blowers and powered landscape equipment within the Village, as set forth in this Ordinance; and

WHEREAS, the Board of Trustees has determined that it is in the best interests of the Village to amend the Municipal Code as set forth in this Ordinance;

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

Section 1. Recitals.

The above recitals are incorporated into this Ordinance as the findings of the President and the Board of Trustees of the Village of Lake Bluff.

Section 2. Amendments to Section 4-1-2 of the Municipal Code.

Paragraph 9, entitled "Leaf Blower Operation", of Subsection A, entitled "Specific Public Nuisances", of Section 4-1-2, entitled "Public Nuisances Declared", of Chapter 1, entitled "Nuisances", of Title 4, entitled "Health, Sanitation, and Environment," of the Lake Bluff Municipal Code, shall be, and it is hereby, amended to hereafter be and read as provided below: (additions are in **bold underline** and deletions are struck through):

"4-1-2: PUBLIC NUISANCES DECLARED:

A. Specific Public Nuisances: The following are hereby specifically declared to be a public nuisance:

9. Leaf Blower **and Powered Landscape Equipment** Operation:

a. The operation of any nonelectric backpack mounted, hand held, or wheel mounted leaf blower ("regulated leaf blower") **or any powered (gas or electric) lawn maintenance equipment, including but not limited to lawn mowers, trimmers, and tractors, except during the following hours: Monday through Friday – 8:00 a.m. – 6:00 p.m., and Saturday/Sunday/Holidays – 9:00 a.m. – 6:00 p.m.;** ~~between five o'clock (5:00) P.M. and eight o'clock (8:00) A.M. on weekdays from May 15 through September 30 of any year; provided, however, that this limitation shall not apply to the use of: (1) equipment for the removal~~

of snow, including without limitation snowblowers, plows or power shovels; and (2) the use of a regulated leaf blower or other nonelectric power equipment: (i):-1) for golf course maintenance; 2) (ii) for ordinary public property maintenance activities occurring at least one hundred feet (100') from the lot line of any residence; or 3) (iii) for cleanup activities necessary as a result of extreme weather or other emergency conditions as determined and authorized in advance by the village administrator, or (iv) for landscape maintenance activities performed by property owners on their own property between 6:00 p.m. and dusk ("exempt maintenance activities").

~~b. e. The simultaneous operation of more than one regulated leaf blower on any lot on any day from May 15 through September 30 of any year; provided, however that this limitation shall not apply to exempt maintenance activities.~~

~~b. The operation of any regulated leaf blower between five o'clock (5:00) P.M. and nine o'clock (9:00) A.M. on Saturdays, Sundays, and national and state holidays from May 15 through September 30 of any year; provided, however, that this limitation shall not apply to exempt maintenance activities.~~

~~c. The operation of any regulated leaf blower between six o'clock (6:00) P.M. and eight o'clock (8:00) A.M. on weekdays from October 1 through May 14 of any year; provided, however, that this limitation shall not apply to exempt maintenance activities.~~

~~d. The operation of any regulated leaf blower between six o'clock (6:00) P.M. and nine o'clock (9:00) A.M. on Saturdays, Sundays, and national and state holidays from October 1 through May 14 of any year; provided, however that this limitation shall not apply to exempt maintenance activities."~~

Section 3. Effective Date.

This Ordinance will be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this ___ day of _____, 2016, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: ()

NAYS: ()

ABSTAIN: ()

ABSENT: ()

APPROVED this ___ day of _____, 2016.

Village President

ATTEST:

Village Clerk

FIRST READING:

SECOND READING:

PASSED:

APPROVED:

PUBLISHED IN PAMPHLET FORM:

#38419094_v1

Attachment 2

Community	Permissible Construction Hours	Landscaping/Yardwork	Leaf Blowers	Snow Plowing/Blowing	License Required/Fees
Lake Bluff	M-F: 7am-7pm Sat: 8am-6pm Sun/holidays: 9am-5pm	no regulations	<u>May 15-Sep 30:</u> M-F: 8am-5pm Sat/Sun/holidays: 9am-5pm <u>Oct 1-May 14:</u> M-F: 8am-6pm Sat/Sun/holidays: 9am-6pm	no regulations	<u>Construction Contractor's License:</u> \$100
Lake Forest	M-F: 7am-8pm Sat: 8am-6pm Sun/holidays: 8am-6pm	M-F: 7:30am-7:30 pm Sat: 8am-7:30 pm Sun/holidays: 10am-7:30 pm	M-F: 7:30am-7:30pm Sat: 8am-7:30 pm Sun/holidays: 10am-7:30 pm	permissible without limitation	<u>Landscaper's License:</u> before Jun 1, 2015: \$100 on or after Jun 1, 2015: \$125
Lincolnshire	M-F: 7am-7pm Sat: 8am-6pm Sun/holidays: work not permitted	no regulations	no regulations	no regulations	license not required
Highland Park	M-F: 7am-7pm Sat: 9am-5pm Sun/holidays: work no permitted	no regulations	gas powered blowers not permitted May 15-Oct 1	permissible without limitation	<u>Landscaper's License:</u> on or before Mar 31, 2015: \$100; after Mar 31, 2015: \$125 <u>General Contractor's License:</u> \$100

Community	Permissible Construction Hours	Landscaping/Yardwork	Leaf Blowers	Snow Plowing/Blowing	License Required/Fees
Libertyville	M-F: 7am-6pm Sat: 12pm-6pm	no regulations	no regulations	no regulations	license not required
Northfield	M-F: 7am-7pm Sat: 9am-5pm Sun/holidays: 12pm-5pm	no regulations	no regulations	no regulations	license not required
Deerfield	M-F: 7:30am-7pm Sat: 8:30am-5pm Sun/holidays only performed by property owner on premises, or with a special permit: 9am-5pm	no regulations	not permitted	no regulations	license not required
Glencoe	M-F: 7am-6pm Sat: 9am-6pm Sun/holidays: work not permitted	M-F: 7am-7pm Sat: 9am-6pm Sun/holidays: work not permitted	follow hours of operation as landscaping section but only permitted: Mar 15 -May 15 and Sep 15 -Dec 15	no regulations	<u>Landscaping/Snow Plow Contractor's License:</u> \$100

- Notes:** 1.) Per conversation with Community's Staff, homeowners performing maintenance activities are not enforced on hours of operation unless reported or become a nuisance; yardwork hours typically follow the respected Community's construction hours of operation unless specifically noted.
- 2.) Per conversation with Deerfield Staff, leaf blowers typically not enforced during permissible construction hours.
- 3.) Landscape companies are at times included, or referred to, as commercial contractors

LANDSCAPER REGISTRATION PROGRAM REQUIREMENTS

Questions/Issues	City of Lake Forest	City of Highland Park	Village of Glencoe
Background of Program	Enacted in 2001 after complaints by residents of trucks parking on street blocking roadway.	Enacted in 1999, in response to concerns regarding possible unscrupulous landscaping firms.	Enacted in 2007, Village staff noted inconsistencies in the permitted hours of operation for lawn maintenance and construction as a reason for the program. The landscaping license acts as a tool to educate landscapers on regulations.
Registration Cost	On or before May 31: \$100 On or after June 1: \$125	On or before March 31: \$100 On or after April 1: \$125	\$100.00 fee regardless of date.
Insurance Requirements	General Aggregate Liability: \$1,000,000 Automobile Liability: \$20,000-\$50,000 Worker's Compensation: Per State Statute 820 ILCS 305 (Insurance may be waived if three or less employees)	General Aggregate Liability: Not Specified Automobile Liability: Not Specified Worker's Compensation: Per State Statute 820 ILCS 305 (Insurance may be waived if two or less employees)	General Aggregate Liability: \$2,000,000 Automobile Liability: \$1,000,000 Worker's Compensation: Per State Statute 820 ILCS 305
Licensing Period	March 1 through end of February	January 1 through December 31	January 1 through December 31
Penalties for Non-Compliance	From \$100 to \$750	Landscaper fines: \$50 - \$1,000 Property owners that permit violations: \$200-500	Fines range from \$150 to \$500.
Program Costs	Not available	Expenses include mailings, vehicle decals and labor. Typically, decals cost less than \$1,000 per season.	Expenses include mailings and vehicle decals at \$850 per year.
Staff Support Required	One full-time employee oversees program and up to three others (not from this program) are trained to assist as needed.	Three employees administer the program.	Two employees administer the program, though several other staff members assist as needed.
No. of Licensed Landscapers	429 licensed companies	417 licensed companies	245 licensed companies
Time to Administer Program	Approx. 15 min. per license (>100 hrs./year). Additional time spent answering questions about landscape licenses.	Approx. 10 hrs. per week. Time increases closer to March (application deadline).	Most paperwork occurs in the spring, and averages 4 hours of staff time per week. This includes discussions regarding insurance requirements and data entry.
Perceived Value of Program	Protect community and create awareness of which companies are beautifying Lake Forest.	Provides assurance to residents that their service provider is insured.	Licensing provides opportunities to disseminate information related to Village regulations, programs, and advisory precautions.
Mid-Year Insurance Policy Renewals	Currently under review by LF. Insurance verification only required at time of issuance.	Insurance companies typically notify Highland Park (as a certificate holder) of expiring policies and automatically sends updated policy information.	Landscapers are warned in an annual letter of the requirement to keep insurance up to date. Typically, landscape companies or their insurance companies mail updated policies to the Village.

**VILLAGE OF LAKE BLUFF
COMMITTEE-OF-THE-WHOLE MEETING
AUGUST 24, 2015
APPROVED MINUTES OF MEETING**

The Village of Lake Bluff Board of Trustees met as a Committee-of-the-Whole (COW) in the Village Hall Board Room (40 East Center Avenue) on Monday, August 24, 2015. Village President O'Hara called the meeting to order at 6:30 p.m. and Village Clerk Aaron Towle called the roll and announced the following were present:

Village President: Kathleen O'Hara

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

Also Present: Aaron Towle, Village Clerk
David Belmonte, Chief of Police
Drew Irvin, Village Administrator
Peter Friedman, Village Attorney
Susan Griffin, Finance Director
Jake Terlap, Public Works Superintendent
Jeff Hansen, Village Engineer
Michael Croak, Building Codes Supervisor
Brandon Stanick, Assistant to the Village Administrator
Franco Bottalico, Administrative Intern

Non-Agenda Items and Visitors

President O'Hara stated the COW allocates 15 minutes for those individuals who would like the opportunity to address the COW on any matter not listed on the agenda.

There were no requests to address the COW.

Consideration of the Minutes from the August 10, 2015 Committee-of-the-Whole Meeting

Trustee Dewart moved to approve the August 10, 2015 COW Meeting Minutes reflecting the modifications by Trustee Christensen. Trustee Meyer seconded the motion. The motion passed on the following voice vote:

Ayes: (6) Ankenman, Christensen, Dewart, Grenier, Josephitis and Meyer
Nays: (0)
Absent: (0)

Discussion Regarding Outdoor Construction and Property Maintenance Regulations

Village Administrator Drew Irvin reported that from time to time the Village receives complaints regarding outdoor work and the time of day certain landscapers begin their work. Several years ago the Village implemented leaf blower regulations; however, regulations for lawn mowers and snow blowers

were not included. Although the Village only receives a few complaints annually on the matter, the purpose of this discussion is to see if the Village Board would consider clarifications regarding the rules for such noise-generating activities. Presently, police officers have to rely on disturbance of the peace regulations in order to enforce lawn mower noise complaints. Staff has prepared a survey of the regulations used by surrounding municipalities to assist the COW in its discussion. He noted most communities surveyed do not regulate snow blowers. Staff is seeking direction from the Village Board if there is desire for additional regulations and/or clarification.

Trustee Meyer inquired of the reason municipalities require landscapers to register. Village Administrator Irvin stated registration is a way to ensure they are properly insured to protect homeowners.

Trustee Meyer stated when compared to a contractor's license this is not that complex of work and inquired if the Village would be comfortable with this type of activity.

Trustee Ankenman expressed her belief it is the responsibility of the homeowner to ensure landscapers are properly insured, however, she further noted her understanding of the value of registering landscapers would provide.

A discussion ensued regarding times of work.

Trustee Ankenman expressed her support for making lawn mower regulations comparable to existing leaf blower regulations.

President O'Hara inquired how the Village makes landscapers aware of the regulations that exist. Village Administrator Irvin stated landscapers typically call for information, and at times, Staff has distributed hangtags that communicate the regulations in both English and Spanish.

Trustee Grenier inquired of the cost to the Village associated with registration. Village Administrator Irvin noted the cost would be minimal.

Trustees Christensen and Grenier expressed support for not changing the existing regulations.

Trustee Meyer expressed his support for making Lake Bluff's regulations similar to that of Lake Forest.

Police Chief Belmonte stated specific hours of operation would be helpful to officers. Registration requirements would allow the Police Department to better communicate the Village's regulations. Officers are usually successful in having landscapers comply by asking them to wait until the appropriate hour.

Trustee Ankenman noted the Police Department stated it would like to have something in place to help minimize neighbor disputes. She stated a \$25.00 licensing fee would be acceptable.

President O'Hara polled the COW and there was not a clear consensus on establishing landscaper regulations.

Due to the hour, President O'Hara tabled further discussion until a future COW meeting.

Adjournment

As no further business came before the COW, Trustee Dewart moved to adjourn the meeting at 7:00 p.m. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

**VILLAGE OF LAKE BLUFF
COMMITTEE-OF-THE-WHOLE MEETING
DECEMBER 14, 2015
APPROVED MINUTES OF MEETING**

The Village of Lake Bluff Board of Trustees met as a Committee-of-the-Whole (COW) in the Village Hall Board Room (40 East Center Avenue) on Monday, December 14, 2015. Village President O'Hara called the meeting to order at 6:15 p.m. and Village Clerk Aaron Towle called the roll and announced the following were present:

Village President: Kathleen O'Hara

Trustees: Barbara Ankenman
Mark Dewart
Eric Grenier
John Josephitis
William Meyer

Absent: Steve Christensen, Village Trustee
Peter Friedman, Village Attorney

Also Present: Aaron Towle, Village Clerk
Drew Irvin, Village Administrator
David Belmonte, Chief of Police
Jeff Hansen, Village Engineer
Michael Croak, Building Codes Supervisor
Brandon Stanick, Assistant to the Village Administrator

Non-Agenda Items and Visitors

President O'Hara stated the COW allocates 15 minutes for those individuals who would like the opportunity to address the COW on any matter not listed on the agenda.

There were no requests to address the COW.

Consideration of the Minutes from the November 23, 2015 Committee-of-the-Whole Meeting

Trustee Dewart moved to approve the November 23, 2015 COW Meeting Minutes as presented. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

Continued Discussion Regarding Outdoor Construction and Property Maintenance Regulations

Village Administrator Drew Irvin reported on August 24, 2015 the COW discussed complaints received by the Village from time to time regarding outdoor work (lawn mowing and other landscaping activities) that produces offensive noises in the early morning and evening hours. Historically, the Village has managed these complaints by working with the contractors/property owners and by using the current permitted construction times for regulatory purposes. The COW conversations regarding this topic were continued to the September 14th meeting where a consensus was reached on the following:

- No change should be made to the existing permissible construction hours,
- Further regulations for gas and electric powered landscape equipment during May 15 to the end of September to Monday-Friday 8 a.m. to 5 p.m. and on weekends/holidays from 9 a.m. to 5 p.m. should be explored,
- Leaf blowers should be permitted to operate until 6 p.m.,

- Snow blowers/shoveling activities should be exempt from regulations, and
- Village residents completing outdoor maintenance activities should have more flexibility to complete outdoor property maintenance activities (permission to work later in the evening).

Village Administrator Irvin stated an ordinance reflecting these changes in policy was drafted and shared with three local landscape companies. Contractors indicated they can accommodate extending hours for leaf blowers to 6:00 p.m. In regards to limiting the use of powered landscape equipment in the same manner as permitted leaf blowers, contractors felt the change would result in more noise for longer periods of time and be highly inefficient for them to operate and ultimately, increasing costs to customers. The contractors felt it made sense to exempt snow removal equipment and equipment used by property owners on their own property. Village Administrator Irvin reported one local landscape contractor's primary concern was a desire for the Village to license all landscape contractors and require proof of insurance as done by other Northshore communities.

Trustee Dewart stated any increase in enforcement may be perceived as a barrier to entry. He inquired if the same regulations apply to snow plow services. A discussion ensued.

Trustee Ankenman expressed concern with the Village efficiently ensuring insurance is kept current throughout a licensing period.

Trustee Dewart expressed his agreement with Trustee Ankenman about further understanding the administrative responsibilities that will be dedicated to this function.

Trustee Grenier stated he is most concerned with the noise levels on weekends and suggested a 9:00 a.m. start time on weekends and holidays.

Trustee Josephitis expressed his agreement with the other Trustees and inquired of the license requirements for Lake Forest and Green Oaks.

Trustee Meyer expressed his preference to license landscape contractors. He asked how much insurance is required and how do other municipalities administer the program.

Village Administrator Irvin stated Staff will review license and insurance regulations and present the information to the COW at a future meeting.

Adjournment

As no further business came before the COW, Trustee Meyer moved to adjourn the meeting. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 6:48 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator