



**Village of Libertyville Board of Trustees Meeting
AGENDA
January 24, 2017
8:00 p.m.
Village Hall Board Room**

1. Roll Call

2. Items Not On The Agenda
(presentation of items not on the Agenda will be limited to three (3) minutes)

3. Omnibus Vote Agenda

a. Minutes Of The January 10, 2017 Village Board Meeting

Documents:

[Minutes of the January 10, 2017 meeting.pdf](#)

b. Minutes Of The January 10, 2017 Executive Session

c. Bills For Approval

Documents:

[Agenda Item No. 3C.pdf](#)

d. Consideration Of A Resolution To Approve A Raffle License For Lake County Haven

Documents:

[Agenda Item No. 3D.pdf](#)

e. Consideration Of A Resolution To Approve A Request For A Waiver Of Permit Fee For District 72 Rondout School

Documents:

[Agenda Item No. 3E.pdf](#)

f. Consideration Of A Resolution To Approve A Traffic Enforcement Agreement - VK USG, LLC

Documents:

Agenda Item No. 3F.pdf

g. Consideration Of A Resolution To Approve A PACE Dial-A-Ride Agreement

Documents:

Agenda Item No. 3G.pdf

h. Consideration Of An Ordinance Granting Variations Of Corner Side Yard Setback (ZBA 16-25) At 817 E. Rockland Road - Steven Spinell And Haley Spinell, Applicants

Documents:

Agenda Item No. 3H.pdf

i. Consideration Of An Ordinance Granting Sign Variations (ZBA 16-26) At 1000 E. Park Avenue - Mass Properties LLC, Applicant

Documents:

Agenda Item No. 3I.pdf

j. Consideration Of A Resolution To Approve A Request For An Event And Display Of Banner In Cook Park - Wine About Winter

Documents:

Agenda Item No. 3J.pdf

k. Consideration Of An Ordinance Declaring Surplus Property

Documents:

Agenda Item No. 3K.pdf

l. Consideration Of A Resolution To Authorize The Execution Of An Agreement To Purchase Electricity - NIMEC

Documents:

Agenda Item No. 3L.pdf

m. Report Of The Appearance Review Commission

Documents:

Agenda Item No. 3M.pdf

4. Resolution Authorizing The Sale Of The Golf Learning Center And Family Entertainment Center As Surplus Property - 1800 & 1850 N. U.S. Hwy. 45

Documents:

Agenda Item No. 4.pdf
item 4 [2].pdf

5. Resolution Approving A Listing Agreement With CBRE, Inc. For The Sale Of The Golf Learning

Center And Family Entertainment Center - 1800 & 1850 N. U.S. Hwy. 45

Documents:

[Agenda Item No. 5.pdf](#)
[item 5 \[2\].pdf](#)

6. Consideration Of A Resolution To Approve Amendment No. 1 For 2016 Construction Materials Testing Services

Documents:

[Agenda Item No. 6.pdf](#)

7. Consideration Of A Resolution To Approve A Professional Services Agreement For Design Engineering - Wastewater Treatment Plant Improvements

Documents:

[Agenda Item No. 7.pdf](#)

8. Consideration Of A Resolution To Approve A Professional Services Agreement For Final Design Engineering For A Chemical Phosphorous Removal Project For The Wastewater Treatment Plant

Documents:

[Agenda Item No. 8.pdf](#)

9. Consideration Of A Resolution To Waive The Competitive Bidding Process, And Award A Contract To Arthur Weiler, Inc. For The 2017/18 Tree Planting Program

Documents:

[Agenda Item No. 9.pdf](#)

10. Consideration Of A Resolution To Approve A Change Order For The Interior Painting Of The Libertyville Sports Complex (LSC)

Documents:

[Agenda Item No. 10.pdf](#)

11. Petitions & Communications

12. Executive Session: Personnel: Collective Bargaining [5 ILCS 120/2 (C)(2)]

13. Adjournment

Any individual who would like to attend but because of a disability needs some accommodation to participate should contact the ADA Coordinator at 118 West Cook Avenue, Libertyville, Illinois 60048 (847) 362-2430. Assistive listening devices are available.

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
January 10, 2017

President Wepler called to order a meeting of the Board of Trustees at 8:00 p.m. in the Village Hall, 118 West Cook. Those present were: President Terry Wepler, Trustees Donna Johnson, Richard Moras, Jay Justice, Scott Adams, Peter Garrity, and Patrick Carey.

OATH OF OFFICE

President Wepler issued the Oath of Office to Lieutenant Mike Weaver of the Libertyville Fire Department.

ITEMS NOT ON THE AGENDA

President Wepler asked if anyone had anything to bring before the Board that was not already listed on the agenda.

OMNIBUS VOTE AGENDA

President Wepler introduced the Omnibus Vote Agenda and asked if any member wanted an item removed for separate discussion.

OMNIBUS VOTE AGENDA

- A. Minutes of the November 15, 2016 Village Board Special Meeting
- B. Minutes of the December 13, 2016 Village Board Meeting
- C. Bills for Approval
- D. **ORDINANCE 17-O-01: Amending Chapter 13 of the Municipal Code Re: ETSB**
- E. **ORDINANCE 17-O-02: Amending 16-O-66 – 429 E. Sunnyside Avenue**
- F. **ORDINANCE 17-O-03: Amending 16-O-67 – 757 E. Sunnyside Avenue**
- G. **RESOLUTION 17-R-01: Appointing Village Administrator as Deputy Village Clerk**
- H. **RESOLUTION 17-R-02: Appointing Village Administrator as Deputy Liquor Commissioner**
- I. **RESOLUTION 17-R-03: Appointing Village Administrator as Bank Signatory**
- J. **ORDINANCE 17-O-04: Granting Approval of an Amendment to the Site Plan Permit (PC16-40) – 600 N. U.S. Highway 45 – BRIT, Libertyville, LLC**
- K. **ORDINANCE 17-O-05: Granting Approval of an Amendment to the Site Plan Permit (PC 16-29) – 600 N. U.S. Highway 45 – Valent BioSciences Corporation**
- L. ARC Report

Trustee Johnson moved to adopt the items listed on the Omnibus Vote Agenda in a single group pursuant to the omnibus vote procedures of the Libertyville Municipal Code. Trustee Moras seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

ZBA REPORT (16-25): Variations of Corner Side Yard Setback for House and Garage Addition – 817 E. Rockland Road

President Wepler introduced a ZBA Report for a requested corner side yard setback to allow construction of home and garage additions at 817 E. Rockland Rod. The proposal would reduce the setback for the house from 30 feet to 9 feet and from 30 feet to 16 feet for the garage.

Members of the ZBA supported the requests with a dissenter noting his concern with the degree of the variation for the house. The recommendation for the garage variation was unanimous. The Mayor asked for questions or comments. Trustee Johnson asked if there were any neighbors who objected, and the petitioner, Haley Spinell, said there were none. Trustee Garrity moved approve the variations, and Trustee Carey seconded. The Mayor asked for further Board and public comments. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

ZBA REPORT (16-26): Variations for Signage – 1000 E. Park Avenue

President Wepler introduced a sign variation request from Liberty Auto City. The petitioner requested installation of six (6) signs for the Subaru dealership to meet the company standards for Subaru. The variations are to increase the number of signs from one (1) to six (6) and to increase the sign area from 32 square feet to 120 square feet. Members of the ZBA supported the variations with a dissenter noting his concern with the degree of variations. The ZBA recommended approval with a vote of 4-1. The Mayor asked for questions and comments.

Liberty Auto City representatives addressed the Board. Trustee Johnson asked why the Staff recommendation was for denial. David Fischer stated that the code did not support the variations.

The Liberty Auto City representative stated that Subaru sets mandates that impact the number of cars allotted to the dealership. Trustee Johnson asked if they had discussed zoning requirements with ownership or if standards are uniform nationwide.

Representatives stated that there are stringent mandates for dealerships. Trustee Moras clarified that the Subaru signs would replace Mazda signs. Trustee Johnson noted the difficulty when mandates override building codes. She added her appreciation of the business and understood the issue of the penalty of inventory reduction.

Trustee Johnson moved to approve the variations, and Trustee Garrity seconded. The Mayor asked for further comments. Trustee Moras thanked the representatives for their continued business, and the Mayor noted the positive facility improvements. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

ORDINANCE 17-O-06: Amending Liquor Code to Create and Establish a Class A-1 License

President Wepler reported that at the December 13, 2016 License and Permits Committee meeting Mr. Bob Helle discussed a proposal for a Bar and Music/Entertainment venue in the Manchester Square building located at 601 N. Milwaukee Avenue. Mr. Helle requested consideration of a liquor license that would be directly connected to live music/entertainment at the establishment. The Mayor/Liquor Commissioner and Staff had previously met with Mr. Helle to discuss the business, and it was agreed that a new category of liquor license would be necessary to accommodate the type of business proposed. The new "Class A-1" liquor license will provide for the sale of alcoholic liquor not more than two hours prior to, during, and up to one hour after live music/entertainment.

The ordinance presented would amend the Municipal Code and: (1) create a Class A-1 liquor license for the sale of alcoholic liquor connected to live music/entertainment; and (2) increase the number of Class A-1 licenses to one in order to allow the Mayor/Liquor Commissioner to then issue a Class A-1 license to Mak's Tavern, LLC. As a condition of the issuance of this license, Mr. Helle has agreed not to serve alcohol after 1:00 am (M-F) and 2:00 am (Sat-Sun, as well as designated holidays). An application and background check from the State of Illinois will be completed and approved prior to issuance of a license. The Mayor and Village Staff recommended approval. The Mayor asked for questions and comments.

Mr. Bob Helle thanked Chief Herdegen and the Committee for their assistance. He stated that he hopes to open the establishment in late March. Trustee Moras asked about the issue of signage for the location, and Mr. Helle stated that the great space overrides the challenges of the location. Trustee Johnson asked what type of music would be heard, and Mr. Helle stated the music would be jazz-type. The Mayor noted the Village and landlord noise restrictions. Mr. Helle added that he hoped to leverage off of people who use local restaurants. Trustee Johnson thanked Mr. Helle for bringing the business to Libertyville.

Trustee Justice moved to approve the ordinance, and Trustee Adams seconded. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

AGREEMENT: Approve Water Main Easement Agreement with North Shore Gas

President Wepler reported that Engineering Staff has been in discussions with representatives from North Shore Gas Company to acquire a permanent water main easement on their property located at the southwest corner of Peterson Road and US Route 45 for the installation of a new water main to replace a "chronic breaker" existing main. The proposed easement is necessary because of conflicts with existing underground utilities within the US Route 45 right-of-way. The easement will abut the right-of-way. The water main replacement work is scheduled to occur this next construction season (2017).

North Shore Gas Company has formally approved and executed the proposed Water Main Easement Agreement. The Agreement grants the Village the ability to access, install, restore, maintain, repair, and replace the proposed water main.

Administrative Staff recommended approval of the Easement Agreement and authorization for the Village President and Village Clerk to execute. The Mayor then asked for questions or comments.

Trustee Johnson moved to approve the agreement, and Trustee Moras seconded. With no further discussion, the motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

RESOLUTION 17-R-04: Approve Landscape and Hardscape Easement Agreement – 117 Lake Street

President Wepler explained that in 2007, the Village Board approved a development agreement for the redevelopment of the property at the southwest corner of Lake Street and Milwaukee Avenue, now known as Manchester Square. Following construction, the Village undertook a parking lot and pedestrian area rehabilitation project adjacent to the Manchester Square and other buildings located on the west side of Milwaukee Avenue. At that time, the Village was unable to obtain an easement from the former owner of Manchester Square to include a portion of the southwest corner of the Manchester property within the pedestrian area improvements. Consequently, the project was completed without the inclusion of this property.

The current owner of Manchester Square has agreed to grant the Village an easement to allow the Village to complete the pedestrian area, including the installation of pavers, plantings, and a bench that will be included in the 2017-2018 budget. The resolution presented approves an easement agreement that grants these rights and requires that the Village maintain the improvements after installation.

Staff recommended that the Village Board approve the resolution approving the Hardscape and Landscape Easement Agreement. The Mayor asked for questions and comments.

Trustee Adams moved to approve the agreement, and Trustee Carey seconded. With no further discussion, the motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

RESOLUTION 17-R-05: Support of Charters of Freedom Project and Location

President Wepler reported that at the January 3, 2017 Parks and Recreation meeting, the Committee approved a motion by a unanimous vote to approve the concept and site location for a Charters of Freedom project in Cook Park. The project concept would involve a permanently constructed display of limestone monument replicas of founding American documents that include the Declaration of Independence, the Constitution, and

the Bills of Rights. The project would be financed from private donations to a Founders 55 Group based in Libertyville.

The Parks and Recreation Committee recommended Village Board approval of the Resolution to provide evidence of the Village's support of the project and the Cook Park site on Village property. Founders 55 would work in cooperation with Village Departments to receive required approvals for work prior to construction. The Mayor then asked for questions.

Mr. Roch Tranel, 1010 Sandstone, thanked the Village for the teaching opportunity that would be no cost to the Village. He noted that the cost would be \$75,000.

Trustee Moras stated that the monuments would add to the historic presence of Cook Park by showcasing the documents. Trustee Johnson noted the connection to the Village logo and added that in the current digital environment, it would be nice for people to stop and read the documents. Trustee Garrity stated that the concept and location were good, but no decision could be made without engineered renderings completed. The Mayor stated that there would be further required approval. Mr. Tranel said that two local architects have volunteered to prepare renderings.

Ms. Katherine Rooney, 520 Sedgwick, stated that she was not in favor of the significant impact on open space. She read a letter from a neighbor, noting the importance of Cook Park as a welcome to Libertyville, green space, and park space.

Mr. James Connell, 1215 Sussex, noted that these were incredibly important documents that he considered public art. The Mayor noted that there is no arts council. Mr. Connell asked that the Board slow down, adding that the design is not appealing, and the documents could be viewed in Washington D.C. or read at the library. He also expressed concern with upkeep, insurance, maintenance, and other future costs. He also stated that Cook Park is already beautiful and making changes warrants extra attention.

Trustee Moras thanked residents for speaking and added that much could occur prior to installation and many steps are involved. The Mayor referenced Section 1 of the resolution regarding location in Cook Park. Trustee Johnson noted the importance of preserving open space. She stated that there is an amount of expertise required for the project, and the group is looking for a reason to move forward. The Mayor added that the group would return after funding is achieved. The Village Attorney explained that in principle, the group is looking for support and commitment from the Village.

Mr. Bill Kaiser, part of the Founders 55, stated that he respected resident comments, but these documents are not art but exact duplicates of the original documents. He anticipated that many groups would learn basic principles from the documents, and he added that Cook Park would act as the front door, welcoming people to learn from the documents.

Ms. Rooney asked if the funds were raised, if the monument could be put somewhere else without the Village incurring liability. The Village Attorney stated that there is no firm commitment, but the location would be used as part of the fundraising effort.

Trustee Carey, Chairman of the Parks Committee, stated that the issue has been discussed in Committee since October. There is still the need for engineering, drawings, scale, utilities, and resolution of appearance issues.

Trustee Johnson stated that she appreciated all comments, adding that many people have no clue of U.S. history, and the educational benefit warranted consideration.

A resident, 880 N. Milwaukee, stated that the monuments would be nice regardless of location, adding that it was important for people to have the opportunity to learn about the documents.

Ms. Ana Draa, 1020 Ashley Lane, stated that she had heard nothing from the scouting community regarding the monuments, and that the location is not logistically possible to use for scouting activities. She stated that she favored having the fund raising completed before a final plan. She added that she and others were upset about the Cook Park location, and that Village park space needed to be protected. Ms. Draa noted the many events already held in Cook Park and suggested that a more appropriate area be chosen. She also stated fears of vandalism of the revered documents.

Trustee Johnson, noting her stand on the importance of preserving park space, agreed that these replicas represent important documents that might be better located indoors. She noted that she still saw a need to offer the opportunity to view these documents for those not fortunate enough to travel to Washington D.C. Trustee Johnson also stated that residents should attend the Parks and Recreation Committee meetings for discussion and debate.

Responding to comments, Trustee Carey stated that the hockey rink is in the final engineering phase for a new location west of the Libertyville Sports Complex.

Responding to comments, Mr. Tranel repeated that there would be no cost to the Village. The Mayor asked if it would be acceptable to state that the Village would explore the possibility of placement in Cook Park, and Mr. Tranel stated that would be acceptable. Trustee Johnson stated that even with new wording, the item would still return to the Parks Committee and return to the Village Board for approval. Responding to Trustee Garrity's question regarding alternative locations, Mr. Tranel stated that he would have to discuss that with the group. Trustee Carey suggested approving without designated location. Mr. Tranel stated that the issue should be pushed off until other supporters could attend a meeting. Trustees favored moving forward with the resolution, approving the concept and supporting moving forward with the project.

Trustee Carey moved to approve the resolution amended to state that the Village supports the efforts of the Founders 55 in their effort to explore the possible placement of Charters Of Freedom Monument in Cook Park. Trustee Adams seconded. With no further discussion, the motion carried on roll call vote as follows:

AYES: Trustees Johnson, Mora, Justice, Adams, Garrity, and Carey

NAYS: None

PETITIONS AND COMMUNICATIONS

President Wepler announced the following:

-The Appearance Review Commission will meet at 7:00 p.m. on Monday, January 16, 2017

-The Parking Commission will meet at 10:00 a.m. on Tuesday, January 17, 2017

- The Finance Committee will meet at 6:00 p.m. on Tuesday, January 17, 2017
- The Fire and Police Committee will meet at 7:00 p.m. on Tuesday, January 17, 2017
- The Economic Development Commission will meet at 7:30 a.m. on Wednesday, January 18, 2017
- The Sustain Libertyville Commission will meet at 6:00 p.m. on Wednesday, January 18, 2017
- The Plan Commission/Zoning Board of Appeals will meet at 7:00 p.m. on Monday, January 23, 2017
- The Streets Committee will meet at 7:00 p.m. on Tuesday, January 24, 2017
- The Village Board will meet at 8:00 p.m. on Tuesday, January 24, 2017
- The Ribbon Cutting for the new Church Street Parking Garage will be held on Friday, January 20, 2017

EXECUTIVE SESSION –

- A. Sale of Property: Setting Price for Sale [5 ILCS 120/2 (c)(6)]
- B. Personnel: Employment [5 ILCS 120/2 (c)(1)]

President Weppler expressed the need for the Village Board to meet in Executive Session to discuss Sale of Property and Personnel. Trustee Carey moved to go into Executive Session at 9:48 p.m. Trustee Adams seconded, and the motion carried on a unanimous voice vote.

ADJOURNMENT

The Board returned to the regular meeting at 10:27, and with no further business, Trustee Moras moved to adjourn, Trustee Justice seconded, and the motion carried on a unanimous voice vote.

Respectfully submitted,

Sally A. Kowal
Village Clerk



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017
Agenda Item: Approval of Attached Bills
Staff Recommendation: Approve Payment
Staff Contact: Patrice Sutton, Director of Finance

Summary of Funds

General Fund	\$683,127.83
Capital Improvement Fund	93,792.78
Commuter Parking Fund	22,570.44
Concord Special Service Area	31.87
Emergency Telephone System 911	38,154.98
Firefighters Pension Fund	0.00
Foreign Fire Insurance Tax	0.00
General Bond & Interest	0.00
Hotel/Motel Tax Fund	12,544.64
Libertyville Sports/Comp	96,502.39
Motor Fuel Tax Fund	0.00
Northwest Water/Sewer Fund	0.00
Park Improvement Fund	15,587.23
Police Pension Fund	14,561.08
Public Building Improvement Fund	0.00
Road Improvement	7,584.12
Sales Tax Bond Fund	0.00
Tax Increment Finance District	10,657.09
Technology Equipment/Replacement Service Fund	12,927.03
Timber Creek Special Service Area	0.00
Utility Fund	322,541.62
Vehicle Maintenance/Replacement Fund	40,494.35
Total - Accounts Payable	\$1,371,077.45
Total - Payroll 1/20/17	\$710,872.14
Grand Total	\$2,081,949.59

The payment of the above listed funds has been approved by the Village Board of Trustees at a meeting held on January 24, 2017 and you are hereby authorized to pay them from the appropriate budgets.

Terry L. Wepler, Mayor

Attest:

Sally A. Kowal, Village Clerk

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 01 GENERAL FUND					
Dept 0000 GENERAL					
01-0000-0-150000	POSTAGE HOLDING A/C	UNITED STATES POSTAL SER	POSTAGE / SCHERTZ METER A/C#37196524	1,000.00	
01-0000-0-450000	BB-16-0191 - PB-16-0650	ALLTECH AUTOMOTIVE	BD Bond Refund	500.00	
01-0000-0-450000	BB-16-0179 - PB-16-0617	BDS CONSTRUCTION INC	BD Bond Refund	500.00	
01-0000-0-450000	BB-15-0206 - PB-15-0635	DS CONSTRUCTION & REMODE	BD Bond Refund	1,500.00	
01-0000-0-450000	BB-16-0149 - PB-16-0332	ELLIOT WEST HOME SERVICE	BD Bond Refund	500.00	
01-0000-0-450000	BB-16-0114 - PB-16-0388	HILTS, SCOTT A & SAMANTH	BD Bond Refund	500.00	
01-0000-0-450000	BB-16-0178 - PB-16-0616	JOHNSON, MICHAEL B & LAU	BD Bond Refund	500.00	
01-0000-0-450000	BB-15-0181 - PB-15-0026	MAPLE PROPERTIES OF LIBE	BD Bond Refund	5,000.00	
01-0000-0-450000	BB-15-0233 - PB-15-0732	NORTH SHORE HOME IMPROVE	BD Bond Refund	1,500.00	
01-0000-0-450000	BB-16-0235 - PB-16-0811	TC KELLY CONSTRUCTION LL	BD Bond Refund	1,500.00	
01-0000-0-450000	BB-16-0080 - PB-16-0276	US WATERPROOFING AND CON	BD Bond Refund	500.00	
01-0000-0-450000	BB-16-0072 - PB-16-0233	ZURAWSKI, MACIEJ	BD Bond Refund	500.00	
01-0000-0-460000	WASTE TAGS-DUE TO GROOT	GROOT INDUSTRIES INC	WASTE TAG SALES	40.15	
01-0000-5-643000	AMBULANCE FEES	BLUE CROSS/BLUE SHIELD	REFUND/ AMBULANCE BILLING 7/15/15	966.15	
01-0000-5-643000	AMBULANCE FEES	BLUE CROSS/BLUE SHIELD	REFUND/ AMBULANCE OVERPYMT 10/3/16	77.09	
Total For Dept 0000 GENERAL				15,083.39	
Dept 0100 ADMINISTRATION/FINANCE					
01-0100-3-716000	VITAL RECORDS	IL DEPT OF PUBLIC HEALTH	DIST49.5/09705 DEATH CERT SURCHG 12	6,420.00	
01-0100-3-716000	VITAL RECORDS	OFFICE DEPOT	OFFICE SUPPLIES	260.36	
01-0100-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	90,980.34	
01-0100-3-728000	TECHNICAL SERVICES	ADVOCATE OCCUPATIONAL HE	PRE-EMPLOYMENT PHYSICAL	152.00	
01-0100-3-728000	TECHNICAL SERVICES	CIMPLX COMPLIANCE SERVIC	ACA COMPLIANCE SERVICE 1/17	17.21	
01-0100-3-745000	SEC 125 ADMINISTRATIVE FEES	DISCOVERY BENEFITS	FLEX 125 ADMIN FEE 12/16	447.05	
01-0100-3-745000	SEC 125 ADMINISTRATIVE FEES	DISCOVERY BENEFITS	FLEX 125 ADM 11/16	451.55	
01-0100-3-746000	EMPLOYEE PROGRAMS	AMAZON	WELLNESS PROGRAM-GIFT CARDS	100.00	
01-0100-3-746000	EMPLOYEE PROGRAMS	MAINSTREET LIBERTYVILLE	WELLNESS PROGRAM-GIFT CARDS	100.00	
01-0100-3-746000	EMPLOYEE PROGRAMS	TARGET	WELLNESS PROGRAM-GIFT CARDS	100.00	
01-0100-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	429.85	
01-0100-5-723000	OFFICE SUPPLIES	HERITAGE SIGNS, LTD.	NAMETAGS	19.85	
01-0100-5-723000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	732.63	
01-0100-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	CHILIU	LUNCHEON WITH NEW VA AND DIR	110.58	
01-0100-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	EGG HARBOR CAFE	ADMINISTRATOR BREAKFAST	69.99	
01-0100-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	MICKEY FINN'S BREWERY	VA RETIREMENT PARTY	1,795.05	
01-0100-5-743000	PUBLICATION	FCORELJI GRAPHICS & PRIN	CONTACT INFO BUSINESS CARDS	18.00	
01-0100-5-799000	MISCELLANEOUS	APPLE ITUNES	MUSIC FOR VA RETIREMENT VIDEO	10.16	
01-0100-5-799000	MISCELLANEOUS	CARD MY YARD	VA RETIREMENT RECOGNITION	70.00	
01-0100-5-799000	MISCELLANEOUS	LOVIN OVEN CAKERY	RETIREMENT CAKE FOR VA BOWENS	144.50	
01-0100-5-799000	MISCELLANEOUS	TARGET	SUPPLIES FOR RETIREMENT PARTY FOR VA	18.01	
01-0100-7-715000	MAINT - OTHER EQUIPMENT	PITNEY BOWES	FOLDING MACHINE MAINT 2/1--7/31/17	434.52	
Total For Dept 0100 ADMINISTRATION/FINANCE				102,881.65	
Dept 0201 ENGINEERING					
01-0201-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	5,387.23	
01-0201-3-728000	TECHNICAL SERVICES	BOLLINGER, LACH & ASSOCI	PIRVATE DEVELOP. WDO PLAN REVIEW SER	426.00	
01-0201-3-728000	TECHNICAL SERVICES	BOLLINGER, LACH & ASSOCI	PIRVATE DEVELOP WDO PLAN REVIEW SERV	142.00	
01-0201-3-728000	TECHNICAL SERVICES	BOLLINGER, LACH & ASSOCI	ENG SERV / 911 N MILWAUKEE PIRIVATE D	1,065.00	
01-0201-3-728000	TECHNICAL SERVICES	BOLLINGER, LACH & ASSOCI	PIRVATE DEVELOP WDO PLAN REVIEW SERV	284.00	
01-0201-3-728000	TECHNICAL SERVICES	BOLLINGER, LACH & ASSOCI	PIRVATE DEVELOP WDO PLAN REVIEW SERV	426.00	
01-0201-3-728000	TECHNICAL SERVICES	BOLLINGER, LACH & ASSOCI	PIRVATE DEVELOP WDO PLAN REVIEW SERV	426.00	
01-0201-3-728000	TECHNICAL SERVICES	BOLLINGER, LACH & ASSOCI	PIRVATE DEVELOP WDO PLAN REVIEW SERV	8.61	
01-0201-3-728000	TECHNICAL SERVICES	CIMPLX COMPLIANCE SERVIC	ACA COMPLIANCE SERVICE 1/17	23.36	
01-0201-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	107.45	

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 01 GENERAL FUND
 Dept 0201 ENGINEERING

01-0201-5-723000	OFFICE SUPPLIES	AMAZON	FILE FOLDERS	34.30	
01-0201-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	APWA	TRAINING FOR DIR OF PW-CFM CERT-STRAT	30.00	
01-0201-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	APWA	EROSION CNTRL INSPECTOR WKSP-KENDZIOR	30.00	
01-0201-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	APWA	EROSION CNTRL INSPECTOR WKSP-KENDZIOR	30.00	
01-0201-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	APWA-CHICAGO METRO CHAPT	REFUND-DUPLICATE OF CLASS	(30.00)	

Total For Dept 0201 ENGINEERING 8,389.95

Dept 0203 STREETS

01-0203-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	NOVEMBER DEDUCTIBLE & OPTIONAL DEDUCT	119.67	
01-0203-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	DECEMBER DEDUCTIBLE & OPTIONAL DEDUCT	687.57	
01-0203-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	35,816.13	
01-0203-4-707000	STREETLIGHT ENERGY	COMMONWEALTH EDISON CO	SERVICE 12/16	244.54	
01-0203-4-707000	STREETLIGHT ENERGY	COMMONWEALTH EDISON CO	SERVICE 12/16	25.33	
01-0203-4-707000	STREETLIGHT ENERGY	COMMONWEALTH EDISON CO	SERVICE 12/16	191.40	
01-0203-4-707000	STREETLIGHT ENERGY	COMMONWEALTH EDISON CO	SERVICE 12/16	39.30	
01-0203-4-707000	STREETLIGHT ENERGY	COMMONWEALTH EDISON CO	SERVICE 12/16	418.67	
01-0203-4-707000	STREETLIGHT ENERGY	COMMONWEALTH EDISON CO	SERVICE 12/16	113.56	
01-0203-5-706000	MATERIALS AND SUPPLIES	CARQUEST AUTO PARTS	CARQUEST AUTO PARTS	23.91	
01-0203-5-706000	MATERIALS AND SUPPLIES	LIBERTYVILLE HARDWARE	MISC HARDWARE & SUPPLIES	6.21	
01-0203-5-706000	MATERIALS AND SUPPLIES	MENARDS - GURNEE	NUTS AND BOLTS AND PARTS	38.94	
01-0203-5-706000	MATERIALS AND SUPPLIES	PRO-SAFETY INC	GLOVES	123.63	
01-0203-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	IRMA	NOVEMBER DEDUCTIBLE & OPTIONAL DEDUCT	85.00	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	POLE KNOCKDOWN REPAIR	5,182.63	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	CALL OUT/POLE OVER - REPLACE - MILW &	1,407.01	
01-0203-7-712000	MAINTENANCE BUILDINGS	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 12/16	245.00	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	GRAYSLAKE FEED SALES, IN	EXCELSIOR MAT & STAPLES	84.80	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	SHERWIN-WILLIAMS	RETURN	(78.45)	
01-0203-7-718000	MAINTENANCE STORM SEWERS	GRAINGER INC	RETURN / REPAIR PARTS	(30.04)	
01-0203-7-718000	MAINTENANCE STORM SEWERS	GRAINGER INC	RETURN / REPAIR PARTS	(30.27)	
01-0203-7-718000	MAINTENANCE STORM SEWERS	GRAINGER INC	RETURN / CONDUIT ELBOW	(34.56)	
01-0203-7-718000	MAINTENANCE STORM SEWERS	GRAINGER INC	RETURN / CONDUIT ELBOW	(15.40)	
01-0203-7-718000	MAINTENANCE STORM SEWERS	GRAINGER INC	RETURN / REPAIR PARTS	(10.08)	
01-0203-7-718000	MAINTENANCE STORM SEWERS	LIBERTYVILLE HARDWARE	MISC HARDWARE & SUPPLIES	17.56	
01-0203-7-718000	MAINTENANCE STORM SEWERS	PUMPING SOLUTIONS, INC	SW DRAINAGE PUMP POWER CABLE	336.21	
01-0203-7-719000	POST, SQUARE 2X2X10' 14 GAUGE F	TAPCO	SIGN MATERIALS	593.75	
01-0203-7-719000	POST, SQUARE 2.25 X2.25 X 3 12	TAPCO	SIGN MATERIALS	272.50	
01-0203-7-719000	FREIGHT	TAPCO	SIGN MATERIALS	150.00	
01-0203-7-731000	STERNBERG 56 3/4" TALL CLAMSHL	STERNBERG LANTERNS INC.	STERNBERG 56 3/4" TALL CLAMSHL BASE	2,678.00	
01-0203-7-731000	TRAFFIC SIGNAL MAINTENANCE	TREASURER, STATE OF ILLI	TRAFFIC SIGNAL MAINT OCT--DEC 2016	8,385.00	

Total For Dept 0203 STREETS 57,087.52

Dept 0204 SNOW REMOVAL AND ICE CONTROL

01-0204-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	5,816.16	
01-0204-3-728000	CONTRACTUAL SERVICES	ZIMMERMAN, RYAN	WEATHER BY REQUEST SERVICE 11/1/16---	481.25	
01-0204-5-706000	BULK ROCK SALT	MORTON SALT, INC.	BULK ROCK SALT	18,366.46	
01-0204-5-706000	MATERIALS AND SUPPLIES	RUSSO POWER EQUIPMENT	ROCK SALT	203.35	
01-0204-7-715000	MAINTENANCE OTHER EQUIPMENT	RUSSO POWER EQUIPMENT	DEFLECTOR KIT	24.53	
01-0204-7-715000	MAINTENANCE OTHER EQUIPMENT	RUSSO POWER EQUIPMENT	RETURN / DEFLECTOR KIT	(24.53)	
01-0204-7-715000	MAINTENANCE OTHER EQUIPMENT	RUSSO POWER EQUIPMENT	SIDE DEFLECTOR KIT ICE SPREADER	61.99	

Total For Dept 0204 SNOW REMOVAL AND ICE CONTROL 24,929.21

Dept 0205 REFUSE & RECYCLING

01-0205-3-721000	INTERGOVT RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	3,068.93	
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GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 01 GENERAL FUND
 Dept 0205 REFUSE & RECYCLING

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Total For Dept 0205 REFUSE & RECYCLING					
Dept 0301 PLANNING DIVISION				3,068.93	
01-0301-3-721000	INTERGOVMTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	4,228.08	
01-0301-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	107.45	
01-0301-5-706000	MATERIALS AND SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	561.35	
01-0301-5-706000	MATERIALS AND SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	145.59	
01-0301-5-726000	TRAVEL, TRAIN, SUBSCRIPT, DUES	APA, ILLINOIS CHAPTER	APA MEMBERSHIP-SANDINE	313.00	
01-0301-5-726000	TRAVEL, TRAIN, SUBSCRIPT, DUES	GREEN BUILD COUNCIL INC	LEED GREEN ASSOC EXAM-SANDINE	250.00	
01-0301-5-726000	TRAVEL, TRAIN, SUBSCRIPT, DUES	GREEN BUILD COUNCIL INC	PREP GUIDE-LEED GREEN ASSOC EXAM-SAND	181.42	
01-0301-5-726000	TRAVEL, TRAIN, SUBSCRIPT, DUES	GREEN BUILDING EDUCATION	LEED ASSOCIATE PRACTICE TEST	69.95	
01-0301-5-726000	TRAVEL, TRAIN, SUBSCRIPT, DUES	LAKE COUNTY PARTNERS	2017 PARTNERS INVESTMENT	3,625.00	
01-0301-5-726000	TRAVEL, TRAIN, SUBSCRIPT, DUES	NATIONAL MAIN STREET CEN	2017 MEMBERSHIP DUES	350.00	
Total For Dept 0301 PLANNING DIVISION					
9,831.84					

Dept 0302 BUILDING SERVICES

01-0302-3-721000	INTERGOVMTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	10,565.10	
01-0302-3-728000	TECHNICAL SERVICES	CIMPLX COMPLIANCE SERVIC	ACA COMPLIANCE SERVICE 1/17	14.76	
01-0302-3-728000	TECHNICAL SERVICES	THOMPSON ELEVATOR INSPEC	ELEVATOR INSPECTIONS, NEW(2), SA(3),	329.00	
01-0302-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	107.45	
01-0302-5-723000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	131.12	
01-0302-5-729000	REIMBURSEABLE EXPENSES	BOLLINGER, LACH & ASSO	ROANOKE WDO REVIEW SERV	710.00	
01-0302-5-729000	REIMBURSEABLE EXPENSES	BOLLINGER, LACH & ASSO	ROANOKE GROUP /WDO REVIEW SERV	1,704.00	
01-0302-5-729000	REIMBURSEABLE EXPENSES	BOLLINGER, LACH & ASSO	ENG SERV / STATION SQUARE	710.00	
01-0302-5-729000	REIMBURSEABLE EXPENSES	BOLLINGER, LACH & ASSO	ENG SERV / STATION SQUARE	213.00	
01-0302-5-729000	REIMBURSEABLE EXPENSES	BOLLINGER, LACH & ASSO	ROANOKE GROUP- WDO REVIEW SERV	426.00	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH ENGINEERING, I	TRAFFIC ENG / BTRFLD RD RESIDENTIAL D	1,101.10	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH ENGINEERING, I	TRAFFIC ENG / BTRFLD RD RESIDENTIAL D	1,537.90	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH ENGINEERING, I	TRAFFIC ENG / BTRFLD RD RESIDENTIAL D	347.60	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH ENGINEERING, I	TRAFFIC ENG / BTRFLD RD RESIDENTIAL D	1,434.30	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH ENGINEERING, I	TRAFFIC ENG / TRIMM PROPERTY	707.00	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH ENGINEERING, I	TRAFFIC ENG / TRIMM PROPERTY	2,379.30	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH ENGINEERING, I	TRAFFIC ENG / TRIMM PROPERTY	282.80	
01-0302-5-729000	REIMBURSEABLE EXPENSES	HUFF & HUFF INC	ENVIRONMENTAL REVIEW / N BUTTERFLD	46.25	
01-0302-5-729000	REIMBURSEABLE EXPENSES	HUFF & HUFF INC	ENG SERV / TRIMM PROPERTY	600.00	
01-0302-5-729000	REIMBURSEABLE EXPENSES	URBAN FOREST MANAGEMENT	REVIEW ROANOKE DEV SITE PLAN	362.50	
01-0302-5-743000	PRINTING AND PUBLICATION	INT'L ASSN ELECTRICAL IN	NEC HANDBOOK 2017	177.19	
01-0302-5-743000	PRINTING AND PUBLICATION	OFFICE DEPOT	OFFICE SUPPLIES	277.72	
Total For Dept 0302 BUILDING SERVICES					
24,164.09					

Dept 0303 ECONOMIC DEVELOPMENT

01-0303-3-721000	INTERGOVERNMENTAL RISK MGMT	IRMA	2017 ANNUAL CONTRIBUTION	1,057.02	
01-0303-3-728000	ANNUAL FEE	BROKERSAVANT	BROKERSAVANT - CUSTOM PROPERTY SEARCH	2,388.00	
01-0303-5-726000	TRAVEL, TRAINING, SUBS & DUES	CRAIN'S CHICAGO BUSINESS	SUBSCRIPTION RENEWAL-ROWE	79.00	
01-0303-5-743000	PRINTING & PUBLICATION	SIGN*A*RAMA USA	PRINT FOAMBOARD	55.00	
Total For Dept 0303 ECONOMIC DEVELOPMENT					
3,579.02					

Dept 0501 POLICE ADMIN, COMMUNICATION & RECORDS

01-0501-2-720000	INSURANCE	ANDERSON, STEVE	PSEBA MEDICAL INSURANCE REIMBURSEMENT	431.11	
01-0501-3-705000	CONTRACTUAL SERVICES	COMMONWEALTH EDISON CO	SERVICE 12/16	11.30	
01-0501-3-705000	CONTRACTUAL SERVICES	COMMONWEALTH EDISON CO	SERVICE 12/16	38.77	
01-0501-3-705000	CONTRACTUAL SERVICES	GATSO USA	RED LIGHT CAMERA PROGRAM 12/16	3,930.00	
01-0501-3-705000	CONTRACTUAL SERVICES	IL STATE POLICE	REPLENISH BACKGROUND CHECKS ACCT/COST	1,162.00	

GL Number Invoice Line Desc Vendor Invoice Description Amount

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
Fund 01 GENERAL FUND	COMMUNICATION & RECORDS			
Dept 0501 POLICE ADMIN,	CONTRACTUAL SERVICES	VILLAGE OF VERNON HILLS	DISPATCH OPERATING & CAPITAL 1/17	31,404.00
01-0501-3-705000	INTERGOVTAL RISK MGMT AGENCY	IRMA	NOVEMBER DEDUCTIBLE & OPTIONAL DEDUCT	1,408.35
01-0501-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	DECEMBER DEDUCTIBLE & OPTIONAL DEDUCT	3,206.82
01-0501-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	101,034.79
01-0501-4-710000	TELEPHONE	AT&T	SERVICE 12/16	160.70
01-0501-4-710000	TELEPHONE	AT&T	SERVICE 12/16	119.45
01-0501-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	423.68
01-0501-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	429.85
01-0501-5-706000	MATERIALS AND SUPPLIES	HITZ PIZZA AND SPORTS BA	MEALS FOR 911 CENTER IN VH	55.80
01-0501-5-706000	MATERIALS AND SUPPLIES	JIMMY JOHNS	MEALS FOR 911 CENTER IN VH	88.23
01-0501-5-706000	MATERIALS AND SUPPLIES	MCDONALD'S RESTAURANT	TASK FORCE MEALS-16-32950	137.08
01-0501-5-706000	PRISONER MEALS - 16-32950	PETTY CASH GENERAL	REPLENISH PETTY CASH	13.92
01-0501-5-706000	TASK FORCE MEALS 16-32950	PETTY CASH GENERAL	REPLENISH PETTY CASH	20.32
01-0501-5-706000	TASK FORCE MEALS 16-32950	PETTY CASH GENERAL	REPLENISH PETTY CASH	36.66
01-0501-5-706000	PRISONER MEALS 16-32950	PETTY CASH GENERAL	REPLENISH PETTY CASH	2.14
01-0501-5-706000	PRISONER MEALS 16-32950	PETTY CASH GENERAL	REPLENISH PETTY CASH	13.80
01-0501-5-706000	PRISONER MEALS 17-00308	PETTY CASH GENERAL	REPLENISH PETTY CASH	4.09
01-0501-5-706000	TASK FORCE MEALS 16-32950	PETTY CASH GENERAL	REPLENISH PETTY CASH	29.86
01-0501-5-706000	PRISONER MEALS 17-00308	PETTY CASH GENERAL	REPLENISH PETTY CASH	56.98
01-0501-5-706000	MATERIALS AND SUPPLIES	SUPCASE	REPLENISH PETTY CASH	4.09
01-0501-5-722000	POSTAGE	UNITED PARCEL SERVICE	PHONE CASES	50.00
01-0501-5-723000	OFFICE SUPPLIES	OFFICE DEPOT	SHIPPING	16.08
01-0501-5-723000	OFFICE SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	1,815.25
01-0501-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	131 DEARBORN PARKING	OFFICE SUPPLIES	284.36
01-0501-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	IRMA	PARKING FOR DEPOSITION	41.00
01-0501-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	LAKE CTY CHIEFS OF POLIC	NOVEMBER DEDUCTIBLE & OPTIONAL DEDUCT	76.50
01-0501-5-726000	1/17 CHIEF'S MTG/LUNCHEON	PETTY CASH GENERAL	2017 MEMBERSHIP DUES / HERDEGEN & FAB	100.00
01-0501-5-726000	12/16 STAFF MTG REFRESHMENTS	PETTY CASH GENERAL	REPLENISH PETTY CASH	60.00
01-0501-5-726000	CHIEF'S MTG/LUNCHEON 1/16	PETTY CASH GENERAL	REPLENISH PETTY CASH	19.41
01-0501-5-726000	STAFF MTG REFRESHMENTS 12/16	PETTY CASH GENERAL	REPLENISH PETTY CASH	60.00
01-0501-5-743000	PRINTING AND PUBLICATIONS	AMAZON	REPLENISH PETTY CASH	19.41
01-0501-5-743000	PRINTING AND PUBLICATIONS	FIORELLI GRAPHICS & PRIN	STUDY MATERIAL FOR PROMOTIONAL EXAMS	42.88
01-0501-5-743000	PRINTING AND PUBLICATIONS	ILLINOIS PROSECUTOR SERV	BUSINESS CARDS	100.00
01-0501-5-799000	MISCELLANEOUS	CIMPLX COMPLIANCE SERVIC	SUSCRIPTION RENEWAL	100.00
01-0501-5-799000	MISCELLANEOUS	PATCH PLAQUES	ACA COMPLIANCE SERVICE 1/17	57.80
			RETIREMENT PLAQUE	134.95
			Total For Dept 0501 POLICE ADMIN, COMMUNICATION & REC	147,201.43
Dept 0502 POLICE PATROL	CONTRACTUAL SERVICES	H & H TOWING	OUTSTANDING CREDIT	(190.00)
01-0502-3-705000	CONTRACTUAL SERVICES	H & H TOWING	TOWING	185.00
01-0502-3-705000	CONTRACTUAL SERVICES	H & H TOWING	TOWING #16-32950	185.00
01-0502-3-705000	CONTRACTUAL SERVICES	H & H TOWING	TOWING #33250	160.00
01-0502-3-705000	CONTRACTUAL SERVICES	H & H TOWING	TOWING / SQUAD #12	285.00
01-0502-3-705000	CONTRACTUAL SERVICES	JERRY'S SERVICE	TOWING	175.00
01-0502-3-705000	CONTRACTUAL SERVICES	JERRY'S SERVICE	TOWING (#17-00308)	75.00
01-0502-3-705000	TOBACCO ENFORCEMENT CHECKS	PETTY CASH GENERAL	REPLENISH PETTY CASH	50.00
01-0502-3-705000	MATERIALS AND SUPPLIES	PETTY CASH GENERAL	REPLENISH PETTY CASH	50.00
01-0502-5-706000	MATERIALS AND SUPPLIES	DAN THE KEYMAN	KEYS FOR LOCKER	93.00
01-0502-5-706000	MATERIALS AND SUPPLIES	GALLS, LLC	PATROL SUPPLIES/FORM HOLDERS & BATTER	202.06
01-0502-5-706000	MATERIALS AND SUPPLIES	GRAINGER INC	CLEANING TISSUES	36.99
01-0502-5-720000	DUI EQUIPMENT	JP MORGAN EQUIPMENT FINA	POLICE VEHICLE VIDEO EQUIP LEASE FINT	8,608.12

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 01 GENERAL FUND					
Dept 0502 POLICE PATROL					
01-0502-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	IL TACTICAL OFFICERS ASS	TRAINING CLS / DELAO	50.00	
01-0502-5-752000	UNIFORMS	GALLS, LLC	RETURN / BOOTS	(119.99)	
01-0502-5-752000	UNIFORMS	RAY O'HERRON CO INC	UNIFORMS / PEELER	671.35	
01-0502-7-715000	MAINTENANCE OTHER EQUIPMENT	CDW GOVERNMENT, INC	USB FLASH DRIVES (REPLACE FROM MAJOR	189.00	
			Total For Dept 0502 POLICE PATROL	10,705.53	
Dept 0503 POLICE-INVESTIGATIONS					
01-0503-3-705000	CONTRACTUAL SERVICES	MIRACOMM R-MAPS	WEBSITE ACCESS FOR CRIMINAL INVESTIGA	14.95	
01-0503-3-705000	CONTRACTUAL SERVICES	TRANS UNION LLC	BACKGROUND CHECK SOFTWARE	12.10	
01-0503-3-705000	CONTRACTUAL SERVICES	WEST GROUP PAYMENT CENTE	WEST INVESTIGATIVE INFO	225.80	
01-0503-5-706000	MATERIALS AND SUPPLIES	THE PELICAN STORE	CAMERA STORAGE CASE	137.17	
			Total For Dept 0503 POLICE-INVESTIGATIONS	390.02	
Dept 0601 FIRE-ADMINISTRATION					
01-0601-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	322.35	
01-0601-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	1,387.32	
01-0601-4-710000	TELEPHONE	VERIZON WIRELESS	SERVICE 12/2/16--1/1/17	131.77	
			Total For Dept 0601 FIRE-ADMINISTRATION	1,841.44	
Dept 0602 FIRE PREVENTION					
01-0602-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	NIFIA	2017 DUES	50.00	
			Total For Dept 0602 FIRE PREVENTION	50.00	
Dept 0603 FIRE-EMERGENCY SERVICES					
01-0603-3-705000	CONTRACTUAL SERVICES	VILLAGE OF VERNON HILLS	DISPATCH OPERATING & CAPITAL 1/17	21,045.00	
01-0603-3-721000	INTERGOVMTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	95,315.65	
01-0603-3-728000	TECHNICAL SERVICES	ADVOCATE OCCUPATIONAL HE	HEPATITIS B VACCINE	83.00	
01-0603-3-728000	TECHNICAL SERVICES	ANDRES MEDICAL BILLING,	AMBULANCE BILLING 12/16	2,725.09	
01-0603-3-728000	TECHNICAL SERVICES	CIMPLX COMPLIANCE SERVIC	ACA COMPLIANCE SERVICE 1/17	52.88	
01-0603-3-728000	TECHNICAL SERVICES	LIBERTYVILLE FIRE DISTRI	AMBULANCE SERVICE / KNOLLWOOD	5,625.00	
01-0603-5-707000	O2	AMERICAN GASES CORP	OXYGEN	48.44	
01-0603-5-707000	FIREFIGHTER SUPPLIES	AMERICAN GASES CORP	OXYGEN	131.67	
01-0603-5-707000	FIREFIGHTER SUPPLIES	EAGLE ENGRAVING	ID TAGS	26.05	
01-0603-5-707000	FIREFIGHTER SUPPLIES	PAKOSTA, MICHAEL J	REIMB /2 HAD CAUSE- HAZ-MAT MONITORS	215.98	
01-0603-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	DIVE RESCUE INTERNATIONALA	RECERTIFICATIONS /5	100.00	
01-0603-5-799000	MISCELLANEOUS	JIMMY'S CHARHOUSE	LUNCH W/FIRE DISTRICT	109.87	
			Total For Dept 0603 FIRE-EMERGENCY SERVICES	125,478.63	
Dept 0604 FIRE-SUPPORT SERVICES					
01-0604-4-709000	UTILITIES - STATION 3	COMMONWEALTH EDISON CO	SERVICE 12/16	1,132.53	
01-0604-4-709000	UTILITIES - STATION 3	NORTH SHORE GAS CO	SERVICE 12/16	94.55	
01-0604-5-706000	MATERIALS AND SUPPLIES	LIBERTYVILLE HARDWARE	MISC HARDWARE & SUPPLIES	11.98	
01-0604-5-706000	MATERIALS AND SUPPLIES	PAKOSTA, MICHAEL J	REIMB / LED -U-BENT LIGHTBULBS SNT#1	56.80	
01-0604-5-707000	HELMET SHIELD	PAUL CONWAY SHIELDS	HELMET SHIELD	57.29	
01-0604-7-713000	PRESSURE WASHER	GRAINGER INC	PRESSURE WASHER	553.05	
01-0604-7-715000	E463 HURST TOOL REPAIR	5 ALARM FIRE & SAFETY EQ	E463 HURST TOOL REPAIR	220.00	
			Total For Dept 0604 FIRE-SUPPORT SERVICES	2,126.20	
Dept 0701 PARKS					
01-0701-3-705000	CONTRACTUAL SERVICES	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 12/16	300.00	
01-0701-3-721000	INTERGOVMTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	21,135.30	
01-0701-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	38.64	
01-0701-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	150.05	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 01 GENERAL FUND					
Dept 0701 PARKS					
01-0701-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	121.21	
01-0701-5-723000	OFFICE SUPPLIES	FIORELLI GRAPHICS & PRIN	BUSINESS CARDS	40.00	
01-0701-5-723000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	94.34	
01-0701-5-752000	UNIFORMS	LECHNER & SONS	UNIFORMS	24.00	
01-0701-5-752000	UNIFORMS	LECHNER & SONS	UNIFORMS	24.00	
01-0701-5-799000	MISCELLANEOUS	CIMPLX COMPLIANCE SERVIC	ACA COMPLIANCE SERVICE 1/17	18.45	
01-0701-7-712000	PAINTING/SEALING ADLER LODGE	KELLOGG BROWN & ROOT LLC	PAINTING/SEALING ADLER LODGE EXTERIOR	12,836.69	
01-0701-7-712000	MAINTENANCE BUILDING	LIBERTYVILLE HARDWARE	MISC HARDWARE & SUPPLIES	21.77	
01-0701-7-713000	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	SNOW REMOVAL / DOWNTOWN WALKS	820.80	
01-0701-7-713000	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	SNOW REMOVAL / DOWNTOWN WALKS	1,331.28	
01-0701-7-713000	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	V-FLOW SIDEWALKS	760.00	
01-0701-7-713000	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	V-FLOW SIDEWALKS	1,472.50	
01-0701-7-715000	MAINTENANCE OTHER EQUIPMENT	RUSSO POWER EQUIPMENT	FILTERS	212.52	
Total For Dept 0701 PARKS				39,401.55	
Dept 0702 RECREATION					
01-0702-3-713000	INDEPENDENT CONTRACTOR	IL SHOTOKAN KARATE INC	KARATE INSTRUCTION	7,358.40	
01-0702-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	24,306.72	
01-0702-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	232.26	
01-0702-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	463.32	
01-0702-4-709000	NORTH SHORE GAS	NORTH SHORE GAS CO	SERVICE 12/16	130.36	
01-0702-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	19.13	
01-0702-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	237.87	
01-0702-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	107.45	
01-0702-5-706000	SUPPL & EXP - TOT PROGRAMS	HERCHENBACH, JULIE	REIMB / PRESCHOOL SUPPLIES	28.22	
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	HARRIS KAL PRODUCTIONS	DEPOSIT / DAY CAMP PERFORMANCES 7/14/	345.00	
01-0702-5-722000	SEASONAL BROCHURES	CBA MEDIAPRPTS INT.	FLIPPINGBK PUBLISHER- 12 MO SUBSCRIPT	197.00	
01-0702-5-723000	OFFICE SUPPLIES	AMAZON	HEPA AIR PURIFIER	73.98	
01-0702-5-723000	OFFICE SUPPLIES	AMAZON	MONITOR	189.99	
01-0702-5-723000	OFFICE SUPPLIES	AMAZON	MOUSE PAD	6.48	
01-0702-5-723000	OFFICE SUPPLIES	HP PRODUCTS	PRINTING USAGE-SR CTR	9.99	
01-0702-5-723000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	496.22	
01-0702-5-723000	OFFICE SUPPLIES	BIZAR ENTERTAINMENT INC	2017 FATHER-DAUGHTER DANCE / BALANCE	325.00	
01-0702-5-750000	REFUNDS	ANYA HUMENTAK	REFUND / DANCE CLS CANCELLED	225.00	
01-0702-5-750000	REFUNDS	HASSERT, JON	REFUND GARDEN DEPOSIT	25.00	
01-0702-5-750000	REFUNDS	HEIDEN, KATHERINE	REFUND 2ND GARDEN DEPOSIT	25.00	
01-0702-5-750000	REFUNDS	JOE JULIAN	REFUND / GARDEN DEPOSIT	25.00	
01-0702-5-750000	REFUNDS	KELLY DUNCOMBE	REFUND / DANCE CLS CANCELLED	215.00	
01-0702-5-750000	REFUNDS	KIM EBBOLE	REFUND / DANCE CLS CANCELLED	235.00	
01-0702-5-799000	MISCELLANEOUS	IL STATE POLICE	REPLENISH BACKGROUND CHECKS ACCT/COST	1,600.00	
01-0702-7-712000	MAINTENANCE BUILDING	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 12/16	1,150.00	
01-0702-7-712000	MAINTENANCE BUILDING	LIBERTYVILLE HARDWARE	MISC HARDWARE & SUPPLIES	8.99	
Total For Dept 0702 RECREATION				38,036.38	
Dept 0703 SWIMMING POOL OPERATIONS					
01-0703-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	104.81	
01-0703-4-709000	NORTH SHORE GAS	NORTH SHORE GAS CO	SERVICE 12/16	224.45	
01-0703-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	183.77	
01-0703-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	19.13	
01-0703-5-732000	CONCESSION EXPENSE	LAKE COUNTY HEALTH DEPAR	FOOD SERV PERMIT RENEWAL-ADLER POOL	261.00	
01-0703-5-799000	MISCELLANEOUS	CIMPLX COMPLIANCE SERVIC	ACA COMPLIANCE SERVICE 1/17	148.40	
01-0703-7-716000	INSTALL EPOXY FLOORS AT ADLER P	KELLOGG BROWN & ROOT LLC	INSTALL EPOXY FLOORS TO ADLER POOL GU	15,187.47	

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 01 GENERAL FUND				
Dept 0703 SWIMMING POOL OPERATIONS				
Total For Dept 0703 SWIMMING POOL OPERATIONS 16,129.03				
Dept 0704 LIBERTYVILLE GOLF COURSE				
01-0704-3-721000 INTERGOVMTAL RISK MGMT AGENCY IRMA 2017 ANNUAL CONTRIBUTION 15,855.67				
Total For Dept 0704 LIBERTYVILLE GOLF COURSE 15,855.67				
Dept 0705 SENIOR PROGRAMS				
01-0705-5-706000 PROGRAM MATERIALS AND SUPPLIES GARNER, ERNIE SR CTR ENTERTAINMENT 1/27/17 125.00				
01-0705-5-707000 MEAL SUPPLIES LAKE COUNTY HEALTH DEPAR FOOD SERV PERMIT RENEWAL-SR CTR 448.00				
01-0705-5-714000 SENIOR TRIPS MARRIOTT'S LINCOLNSHIRE SR CTR TRIP / THEATER TICKETS 2/22 910.00				
Total For Dept 0705 SENIOR PROGRAMS 1,483.00				
Dept 1200 LEGISLATIVE BDS & COMMITTEES				
01-1200-3-728000 TECHNICAL SERVICE NIU CENTER FOR GOVERNMENT 2ND INSTALLMNT STRATEGIC PLANNING SER 8,250.00				
01-1200-3-728000 TECHNICAL SERVICE RECORDER OF DEEDS RECORD ORDINANCE / FRELS 31.00				
01-1200-5-771000 BD OF POLICE & FIRE COMMISSION THEODORE POLYGRAPH SERVI PLOYGRAPH EXAM / FIREFIGHTER 150.00				
01-1200-5-774000 HISTORIC PRESERVATION COMMISSIO PLACEVISION INC SITE VISTA CUSTOMIZATION PROPOSAL 1,653.00				
Total For Dept 1200 LEGISLATIVE BDS & COMMITTEES 10,084.00				
Dept 1300 LEGAL				
01-1300-3-778000 LABOR COUNSEL CLARK BAIRD SMITH LLP LABOR COUNSEL 8,120.00				
01-1300-3-781000 ADMINISTRATIVE ADJUDICATOR HENRY TONIGAN ADMINISTRATIVE ADJUDICATION NOV & DE 850.00				
Total For Dept 1300 LEGAL 8,970.00				
Dept 1500 CENTRAL BUSINESS DST PARKING				
01-1500-4-710000 TELEPHONE CALL ONE SERVICE 1/2017 182.44				
01-1500-7-713000 MAINTENANCE PARKING LOTS TGF ENTERPRISES INC SNOWPLOWING / DOWNTOWN CLEAN-UP 7,825.45				
01-1500-7-713000 MAINTENANCE PARKING LOTS TGF ENTERPRISES INC SNOWPLOWING / SALTING 412.52				
01-1500-7-713000 MAINTENANCE PARKING LOTS TGF ENTERPRISES INC SNOWPLOWING / SALTING 801.86				
Total For Dept 1500 CENTRAL BUSINESS DST PARKING 9,222.27				
Dept 1700 PUBLIC BUILDINGS				
01-1700-3-721000 INTERGOVMTAL RISK MGMT AGENCY IRMA 2017 ANNUAL CONTRIBUTION 5,290.21				
01-1700-4-709000 NORTH SHORE GAS NORTH SHORE GAS CO SERVICE 12/16 64.04				
01-1700-4-709000 NORTH SHORE GAS NORTH SHORE GAS CO SERVICE 12/16 102.30				
01-1700-5-799000 MISCELLANEOUS MENARDS - GURNEE PUBLIC BLD TOOLS (4.34)				
01-1700-5-799000 MISCELLANEOUS MENARDS - GURNEE PUBLIC BLD TOOLS 30.52				
01-1700-5-799000 MISCELLANEOUS THE HOME DEPOT PUBLIC BLD TOOLS/EQUP 34.35				
01-1700-7-712000 MAINTENANCE - VILLAGE HALL ECO CLEAN MAINTENANCE, I JANITORIAL SERVICE 12/16 450.00				
01-1700-7-713000 MAINTENANCE - SCHERTZ BLDG ECO CLEAN MAINTENANCE, I JANITORIAL SERVICE 12/16 1,170.00				
Total For Dept 1700 PUBLIC BUILDINGS 7,137.08				
Total For Fund 01 GENERAL FUND 683,127.83				
Fund 02 CONCORD SPECIAL SERVICE AREA				
Dept 0000 GENERAL COMMONWEALTH EDISON CO SERVICE 12/16 31.87				
02-0000-0-780000 RETENTION POND MAINT Total For Dept 0000 GENERAL 31.87				
Total For Fund 02 CONCORD SPECIAL SERVICE AREA 31.87				
Fund 03 EMERGENCY TELEPHONE SYSTEM 911				
Dept 0000 GENERAL VILLAGE OF VERNON HILLS DISPATCH OPERATING & CAPITAL 1/17 9,016.00				
03-0000-3-705000 CONTRACTUAL SERVICES				

Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 03 EMERGENCY TELEPHONE SYSTEM 911

Dept 0000 GENERAL	IRMA	2017 ANNUAL CONTRIBUTION	7,925.10	
03-0000-3-721000	IRMA	2017 ANNUAL CONTRIBUTION	15,165.94	
03-0000-3-721000	CALL ONE	SERVICE 1/2017	582.82	
03-0000-4-710000	PETTY CASH GENERAL	REPLENISH PETTY CASH	16.56	
03-0000-5-726000	PETTY CASH GENERAL	REPLENISH PETTY CASH	16.56	
03-0000-5-726000	CONTINENTAL RESOURCES IN	SMARTNET RENEWAL	2,000.00	
03-0000-7-716000	VILLAGE OF VERNON HILLS	ANNUAL REIMBURSEMENT FOR POLICE LEADS	3,432.00	
03-0000-7-716000			38,154.98	
	Total For Dept 0000 GENERAL		38,154.98	

Fund 09 TAX INCREMENT FIN DIST #1

Dept 0000 GENERAL	KNOX CO	KNOX BOX / CHURCH ST PARKING STRUCTUR	342.00	
09-0000-0-776000	RUBINO ENGINEERING INC	CIVIC CENTER PARKING GARAGE MATERIALS	3,302.00	
09-0000-0-776000	WALKER PARKING CONSULTAN	CIVIC CTR PARKING STRUCTURE	7,013.09	
09-0000-0-776000			10,657.09	
	Total For Dept 0000 GENERAL		10,657.09	

Total For Fund 09 TAX INCREMENT FIN DIST #1

Fund 13 HOTEL/MOTEL TAX FUND

Dept 0000 GENERAL	ARROW PLUMBING, INC	REPAIR GAS LINE/ COOK HOUSE	2,017.90	
13-0000-0-720000	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 12/16	80.00	
13-0000-0-720000	CHICAGO TRIBUNE	TOURISM AD	475.00	
13-0000-0-759000	CTM MEDIA GROUP	ANNUAL DELIVERIES / DINING GUIDE	6,424.44	
13-0000-0-759000	AMAZON	JOHNSON CONTROLS VALVE/FLOATING CONTR	148.00	
13-0000-0-762000	CALL ONE	SERVICE 1/2017	58.84	
13-0000-0-762000	NIR ROOF CARE	SEMI-ANNUAL ROOF CARE PLAN / CIVIC CT	838.00	
13-0000-0-762000	NORTH SHORE GAS CO	SERVICE 12/16	238.46	
13-0000-0-762000	CATHOLIC CONSORTIUM OF L	LSC PRINT ADVERTISING	100.00	
13-0000-0-770000	FIORELLI GRAPHICS & PRIN	LSC FLYERS	74.00	
13-0000-0-770000	PADDOCK PUBLICATIONS, IN	LSC MARKETING / PRINT ADVERTISING	1,890.00	
13-0000-0-770000	SIGN*A*RAMA USA	SIGNAGE	200.00	
13-0000-0-770000			12,544.64	
	Total For Dept 0000 GENERAL		12,544.64	

Total For Fund 13 HOTEL/MOTEL TAX FUND

Fund 14 COMMUTER PARKING FUND

Dept 0000 GENERAL	IRMA	2017 ANNUAL CONTRIBUTION	11,116.58	
14-0000-3-721000	AMERICAN LEGION POST #32	PARKING LOT LEASE 2/17	550.00	
14-0000-3-730000	COMMONWEALTH EDISON CO	SERVICE 12/16	169.96	
14-0000-4-708000	CALL ONE	SERVICE 1/2017	73.48	
14-0000-4-710000	PACIFIC TELEMANAGEMENT	PAY PHONE SERVICE 2/17	153.00	
14-0000-4-710000	PARKMOBILE USA, INC	HARRIS PKG CREDIT CARD FEES OCT--DEC	1,069.84	
14-0000-5-736000	ANDERSON PEST SOLUTIONS	PEST CONTROL	72.00	
14-0000-7-713000	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 12/16	440.00	
14-0000-7-713000	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	412.95	
14-0000-7-713000	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	631.91	
14-0000-7-713000	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	740.57	
14-0000-7-713000	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	434.66	
14-0000-7-713000	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	175.10	
14-0000-7-713000			12,544.64	
	Total For Dept 0000 GENERAL		12,544.64	

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 14 COMMUTER PARKING FUND

Dept 0000 GENERAL	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	3,629.99	
14-0000-7-713000	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	SNOWPLOWING / SALTING - PRAIRIE CROSS	2,900.40	
14-0000-7-713000		Total For Dept 0000 GENERAL		22,570.44	
		Total For Fund 14 COMMUTER PARKING FUND		22,570.44	

Fund 20 UTILITY FUND

Dept 0000 GENERAL	WATER	CHRIS HUBBARD	UB refund for account: 0102052800-11	93.17	
20-0000-0-401001	SEWER	CHRIS HUBBARD	UB refund for account: 0102052800-11	38.77	
20-0000-0-401001	WATER	HAYS, NORMAN	UB refund for account: 0211418200-04	43.56	
20-0000-0-401001	SEWER	HAYS, NORMAN	UB refund for account: 0211418200-04	35.89	
20-0000-0-401001	WATER	KOWALIK, JACQUELINE	UB refund for account: 0204096400-21	53.04	
20-0000-0-401001	SEWER	KOWALIK, JACQUELINE	UB refund for account: 0204096400-21	38.33	
20-0000-0-401001	SEWER	ROSSI, ROBERT	UB refund for account: 0106143100-06	15.26	
20-0000-0-413000	LC INTERCEPTOR CONNECTION FEE	LAKE COUNTY DEPT OF PUBL	INTERCEPTOR CONNECTION FEES -- DEC 20	30,067.20	
		Total For Dept 0000 GENERAL		30,385.22	

Dept 2020 WATER DEPARTMENT

20-2020-3-721000	INTERGOVTAL RISK MGMT AGENCY	IRMA	2017 ANNUAL CONTRIBUTION	24,556.57	
20-2020-3-728000	TECHNICAL SERVICES -CENTRUM PUM	DIXON ENGINEERING INC	TECHNICAL SERVICES - CENTRUM PUMP ST	2,943.00	
20-2020-3-728000	TECHNICAL SERVICES	JULIE, INC.	2017 ANNUAL ASSESSMENT /PRINT & E-MAIL	5,692.36	
20-2020-3-728000	TECHNICAL SERVICES	MUNICIPAL COLLECTIONS OF	COLLECTIONS / WATER	8.10	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	183.15	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	68.62	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	61.42	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	526.09	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	92.43	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	289.54	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	73.53	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	47.05	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	37.99	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	250.33	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	33.75	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 12/16	751.75	
20-2020-4-709000	NORTH SHORE GAS	NORTH SHORE GAS CO	SERVICE 12/16	116.42	
20-2020-4-709000	NORTH SHORE GAS	NORTH SHORE GAS CO	SERVICE 12/16	33.84	
20-2020-4-709000	NORTH SHORE GAS	NORTH SHORE GAS CO	SERVICE 12/16	37.93	
20-2020-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	853.84	
20-2020-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	107.45	
20-2020-5-706000	MATERIALS AND SUPPLIES	MIDWEST HOSE AND FITTING	HOSE AND FITTINGS	49.92	
20-2020-5-706000	MATERIALS AND SUPPLIES	MIKE FREUND, INC	TOOLS	48.98	
20-2020-5-706000	MATERIALS AND SUPPLIES	POLLARDWATER	1 1/2 INCH TUBING TOOL	413.76	
20-2020-5-706000	MATERIALS AND SUPPLIES	POLLARDWATER	SHUTOFF TOOL	481.63	
20-2020-5-723000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	74.09	
20-2020-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	IL SECTION AWWA	WATERCON 2017 REGISTRATION /BRADY & B	500.00	
20-2020-5-729000	MATERIALS AND SUPPLIES	HD SUPPLY WATERWORKS, LT	RETURN / METER	(240.00)	
20-2020-5-798000	PURCHASE OF WATER - CLCJAWA	CENTRAL LK CITY JOINT ACT	WATER USAGE 12/16	166,895.82	
20-2020-5-799000	MISCELLANEOUS	NATIONS PHOTO LAB	PHOTOS FOR PUBLIC WORKS	41.60	
20-2020-5-799000	MISCELLANEOUS	REORDER OF DEEDS	RELEASE WATER LEIN	29.00	
20-2020-6-790000	CAPITAL OUTLAY	CDW GOVERNMENT, INC	CAR CHARGER FOR NEW TABLET	160.88	
20-2020-7-712000	MAINTENANCE BLDG AND GROUNDS	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 12/16	220.00	
20-2020-7-712000	MAINTENANCE BLDG AND GROUNDS	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 12/16	245.00	

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BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund 20 UTILITY FUND
 Dept 2020 WATER DEPARTMENT
 20-2020-7-715000 REPAIR - PARTS, LABOR, SHIPPING
 20-2020-7-716000 MAINTENANCE WATER LINE
 20-2020-7-716000 MAINTENANCE WATER LINE
 20-2020-7-716000 6X8 SS SGL BAND REPAIR CLAMP
 20-2020-7-716000 8X8 SS SGL BAND REPAIR CLAMP

1,095.00 REPAIR OF THE JULIE LOCATOR
 832.50 CONCRETE REPAIRS
 781.47 STONE BACKFILL
 279.00 REPAIR CLAMPS
 109.00 REPAIR CLAMPS

Total For Dept 2020 WATER DEPARTMENT

208,778.81

Dept 2021 SEWER DEPARTMENT
 20-2021-3-721000 INTERGOVMTAL RISK MGMT AGENCY
 20-2021-4-708000 ELECTRICITY
 20-2021-4-709000 NATURAL GAS
 20-2021-4-710000 TELEPHONE
 20-2021-5-706000 MATERIALS AND SUPPLIES
 20-2021-5-706000 MATERIALS AND SUPPLIES
 20-2021-5-706000 MATERIALS AND SUPPLIES
 20-2021-7-715000 MAINTENANCE LIFT STATIONS
 20-2021-7-715000 MAINTENANCE LIFT STATIONS
 20-2021-7-715000 MAINTENANCE LIFT STATIONS

IRMA
 COMMONWEALTH EDISON CO
 NORTH SHORE GAS CO
 NORTH SHORE GAS CO
 CALL ONE
 GRAINGER INC
 TIFCO INDUSTRIES
 WILKENS-ANDERSON COMPANY
 GRAINGER INC
 GRAINGER INC
 GRAINGER INC

24,342.10 2017 ANNUAL CONTRIBUTION
 117.57 SERVICE 12/16
 167.70 SERVICE 12/16
 145.67 SERVICE 12/16
 122.99 SERVICE 12/16
 31.87 SERVICE 12/16
 75.76 SERVICE 12/16
 132.45 SERVICE 12/16
 42.60 SERVICE 12/16
 38.42 SERVICE 12/16
 45.50 SERVICE 12/16
 390.05 SERVICE 1/2017
 (149.25) RETURN / INDUSTRIAL LIGHT
 91.60 DISP GLOVES
 47.33 GRADUATED CYLINDERS
 20.59 TOOLS
 (87.64) RETURN / REPAIR PARTS
 36.60 N. CAMBRIDGE LS PUMP CORD

Total For Dept 2021 SEWER DEPARTMENT

25,611.91

Dept 2022 WASTE WATER TREATMENT PLANT
 20-2022-3-721000 INTERGOVMTAL RISK MGMT AGENCY
 20-2022-3-728000 TECHNICAL SERVICES
 20-2022-4-708000 ELECTRICITY
 20-2022-4-709000 NORTH SHORE GAS
 20-2022-4-710000 TELEPHONE
 20-2022-4-710000 TELEPHONE
 20-2022-5-706000 MATERIALS AND SUPPLIES
 20-2022-7-715000 MAINTENANCE OTHER EQUIPMENT
 20-2022-7-715000 MAINTENANCE OTHER EQUIPMENT

IRMA
 CIMPLX COMPLIANCE SERVIC
 DYNEGY ENERGY SERVICES
 NORTH SHORE GAS CO
 CALL ONE
 CALL ONE
 GRAINGER INC
 HINCKLEY SPRINGS
 LIBERTYVILLE HARDWARE
 SHERWIN-WILLIAMS
 SHERWIN-WILLIAMS
 USA BLUEBOOK
 WILKENS-ANDERSON COMPANY
 CARQUEST AUTO PARTS
 EVOQUA WATER TECHNOLOGIE

24,556.57 2017 ANNUAL CONTRIBUTION
 6.15 ACA COMPLIANCE SERVICE 1/17
 22,411.28 SERVICE 12/16
 1,452.27 SERVICE 12/16
 113.30 SERVICE 1/2017
 107.45 SERVICE 1/2017
 21.00 TOOLS
 34.20 LAB WATER
 75.88 MISC HARDWARE & SUPPLIES
 295.32 PAINT & SUPPLIES
 19.43 PAINT / SUPPLIES
 970.00 LBOD PROBE
 101.54 PH BUFFER SOLUTION
 16.98 CARQUEST AUTO PARTS
 214.00 WIPER SKIMMERS

Total For Dept 2022 WASTE WATER TREATMENT PLANT

50,395.37

Dept 2024 UTILITY-CAPITAL IMPROVEMENT
 20-2024-5-788000 1" IPERL 1000G 3-TERM SCREW 10.
 20-2024-5-788000 3/4" IPERL 1000G 3 TERM SCREW 9
 20-2024-5-788000 3/4"S IPERL 1000G 3 TERM SCREW
 20-2024-5-788000 5/8" IPERL 1000G 3 TERM SCREW 7
 20-2024-5-788000 3/4 X 1/8 THK MTR WASHER
 20-2024-5-788000 3/4 X 1/16 RUBBER METER WASHER

HD SUPPLY WATERWORKS, LT
 HD SUPPLY WATERWORKS, LT

990.00 WATER METERS
 1,080.00 WATER METERS
 1,000.00 WATER METERS
 678.00 WATER METERS
 20.00 WATER METERS
 10.00 WATER METERS

Invoice Line Desc Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 20 UTILITY FUND					
Dept 2024 UTILITY-CAPITAL IMPROVEMENT					
20-2024-5-788000	3/4 IPERL 1000G 3 TERM SCREW 9	HD SUPPLY WATERWORKS, LT	METERS	2,160.00	
20-2024-5-788000	H10896N 5/8X3/4X3/4 METER CPLG	HD SUPPLY WATERWORKS, LT	METERS	240.00	
20-2024-6-795000	SCADA IMPROVEMENTS	HD SUPPLY WATERWORKS, LT	METER & FLANGE KIT	646.00	
20-2024-6-795000	SCADA IMPROVEMENTS	TEST GAUGE & BACKFLOW SU	RPZ FOR WWTP	546.31	
Total For Dept 2024 UTILITY-CAPITAL IMPROVEMENT				7,370.31	

Total For Fund 20 UTILITY FUND				322,541.62	
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Fund 30 VEHICLE MAINT/REPL SERVICE FD					
Dept 0000 GENERAL					
30-0000-3-788000	POLICE CONTRACTUAL REPAIRS	HAVEY COMMUNICATIONS	REHAB OLD SQUAD#9 TO UNMARKED	190.00	
30-0000-5-706000	SHOP SUPPLIES	SERVICE COMPONENTS INC	SHOP SUPPLIES	499.76	
30-0000-5-707000	TOOLS	MIKE FREUND, INC	EXTENSIONS	86.00	
30-0000-5-711000	GASOLINE & OIL	CARQUEST AUTO PARTS	CARQUEST AUTO PARTS	544.14	
30-0000-5-713000	VEHICLE WASHING	LIBERTYVILLE CAR SPA	CAR WASH	571.90	
30-0000-5-713000	VEHICLE WASHING	S & S ENERGY INC	CAR WASH	5.00	
30-0000-5-714000	VEHICLE PARTS	CARQUEST AUTO PARTS	CARQUEST AUTO PARTS	609.65	
30-0000-5-714000	VEHICLE PARTS	FOSTER COACH SALES, INC	HEATER VALVE	88.79	
30-0000-5-714000	VEHICLE PARTS	HAVEY COMMUNICATIONS	RECHARGEABLE FLASHLIGHT	109.00	
30-0000-5-714000	VEHICLE PARTS	HAVEY COMMUNICATIONS	WARNING LIGHT #A463	201.90	
30-0000-5-714000	VEHICLE PARTS	INTERSTATE BILLING SERVI	BLOWER MOTOR / RESISTOR	190.33	
30-0000-5-714000	VEHICLE PARTS	J.E.B. BATTERY DISTRIBU	BATTERIES	303.50	
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL	DOOR CLIP #A463	8.10	
30-0000-5-714000	VEHICLE PARTS	MIDWEST HOSE AND FITTING	SUCTION HOSE & CLAMP	79.54	
30-0000-5-714000	VEHICLE PARTS	WEST SIDE TRACTOR SALES	LOADER CUTTING EDGE	1,509.78	
30-0000-5-755000	LICENSE/TITLE/INSPECTION FEES	RONDOUT SERVICE CENTER L	VEHICLE INSPECTIONS	117.00	
30-0000-5-755000	LICENSE/TITLE/INSPECTION FEES	RONDOUT SERVICE CENTER L	VEHICLE INSPECTION #308	23.50	
30-0000-5-789000	MISCELLANEOUS	POMP'S TIRE SERVICE INC	TIRE / ROAD SERVICE & DISPOSAL	746.98	
30-0000-5-799000	MISCELLANEOUS	CIMPLX COMPLIANCE SERVIC	ACA COMPLIANCE SERVICE 1/17	3.69	
30-0000-6-782000	2017 FORD POLICE UTILITY INTERC	CURRIE MOTORS FRANKFORT	2017 FORD POLICE UTILITY INTERCEPTOR	27,711.00	
30-0000-9-795000	LEASE PAYMENTS - PRINCIPAL	JP MORGAN EQUIPMENT FINA	PW TURCK LEASE PYMT #16	6,894.79	
Total For Dept 0000 GENERAL				40,494.35	
Total For Fund 30 VEHICLE MAINT/REPL SERVICE FD				40,494.35	

Fund 31 TECHNOLOGY EQUIP/REPL SER FD					
Dept 0000 GENERAL					
31-0000-3-728000	CONSULTING SERVICES	ADVANCED BUSINESS NETWORK	IT SUPPORT / 25 HRS	3,562.50	
31-0000-3-728000	CONSULTING SERVICES	INNOVATIVE MSP SOLUTIONS	IT SUPPORT 1/5/17	625.00	
31-0000-4-711000	WIRELESS SERVICE	VERIZON WIRELESS	SERVICE 10/20--11/19/16	3,348.88	
31-0000-4-711000	WIRELESS SERVICE	VERIZON WIRELESS	SERVICE 11/20--12/19-16	3,090.94	
31-0000-5-706000	COMPUTER SUPPLIES	CDW GOVERNMENT, INC	SOLID STATE HARD DRIVES FOR PC UPGRAD	743.98	
31-0000-5-729000	SMARTNET RENEWAL FOR 2017	CONTINENTAL RESOURCES IN	SMARTNET RENEWAL	1,555.73	
Total For Dept 0000 GENERAL				12,927.03	
Total For Fund 31 TECHNOLOGY EQUIP/REPL SER FD				12,927.03	

Fund 40 CAPITAL IMPROVEMENT FUND					
Dept 0000 GENERAL					
40-0000-0-773000	ANNUAL ROAD IMPROVEMENT PRGM	IL DEPT OF TRANSPORTAION	2016 4TH RED TOP GREENTREE FAU PAVEME	91,377.10	
40-0000-0-789000	PETERSON ROAD MEDIAN LANDSCAPIN	3D DESIGN STUDIO LLC	PETERSON ROAD MEDIAN LANDSCAPING PH I	2,415.68	
Total For Dept 0000 GENERAL				93,792.78	

Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 40 CAPITAL IMPROVEMENT FUND

93,792.78

Fund 41 ROAD IMPROVEMENT FUND

Dept 0000 GENERAL
 41-0000-6-773000 ROAD REHABILITATION CHRISTOPHER B BURKE ENG 2017 PAVEMENT REHAB. ENG. SERVICE-PRO 7,584.12

7,584.12

Fund 45 PARK IMPROVEMENT FUND

Dept 0000 GENERAL
 45-0000-0-782000 PARK IMPROVEMENT COSTS GEWALT HAMILTON ASSOCIAT ICE RINK RELOCATION 4,715.00
 45-0000-0-782000 PARK IMPROVEMENT COSTS GEWALT HAMILTON ASSOCIAT ENG SERV / HOCKEY RINK SITE DESIGN 1,741.50
 45-0000-0-782000 RS PRESCHOOL DOOR AND SIDELITE KELLOGG BROWN & ROOT LLC RIVERSIDE PRESCHOOL DOOR AND SIDELITE 9,130.73

15,587.23

Fund 55 POLICE PENSION FUND

Dept 0000 GENERAL
 55-0000-0-776000 LEGAL EXPENSES PUCHALSKI GOODLOE MARZUL LEGAL SERVICE / POLICE PENSION REVIEW 12,961.08
 55-0000-0-799000 MISCELLANEOUS EXAMWORKS, INC RE-EVALUATION 1,600.00

14,561.08

Total For Fund 55 POLICE PENSION FUND 14,561.08

Fund 60 LIBERTYVILLE SPORTS COMP FUND

Dept 6001 LSC-INDOOR SPORTS CENTER
 60-6001-3-707000 CONTRACTED SERVICES ADNAN FLAYFEL DEC2016 SOCCER REF 15@530 450.00
 60-6001-3-707000 CONTRACTED SERVICES ALLIAN SMIGEL FALL 2016 ADLT BSKTBL REF 34 @533 1,122.00
 60-6001-3-707000 CONTRACTED SERVICES CLIFTON TURNER FALL 2016 ADLT BSKTBL REF 16@533 528.00
 60-6001-3-707000 CONTRACTED SERVICES DANIEL HINESTROSA DEC2016 SOCCER REF 13@530 390.00
 60-6001-3-707000 CONTRACTED SERVICES EXCELLENT MAIDS CORP DEC2016 SOCCER REF 14@530 420.00
 60-6001-3-707000 CONTRACTED SERVICES GREGORY YONAN FALL 2016 ADLT BSKTBL REF 16@533 528.00
 60-6001-3-707000 CONTRACTED SERVICES JAY S LAMPEL FALL 2016 ADLT BSKTBL REF 3@533 99.00
 60-6001-3-707000 CONTRACTED SERVICES JIM BERNARDI FALL 2016 ADLT BSKTBL REF ASSIGNOR 7 350.00
 60-6001-3-707000 CONTRACTED SERVICES JOEL RUNKLE FALL 2016 ADLT BSKTBL REF 13@533 429.00
 60-6001-3-707000 CONTRACTED SERVICES ORLOWSKI, VERN FALL 2016 ADLT BSKTBL REF 3@533 99.00
 60-6001-3-707000 CONTRACTED SERVICES RUSSELL T KINKA FALL 2016 ADLT BSKTBL REF 42@533 1,386.00
 60-6001-3-707000 CONTRACTED SERVICES SEBASTIAN HINESTROSA DEC2016 SOCCER REF 10@530 300.00
 60-6001-3-707000 CONTRACTED SERVICES SLAWOMTR BOREK DEC2016 SOCCER REF 14@530 420.00
 60-6001-3-707000 CONTRACTED SERVICES TOM OHLWEIN FALL 2016 ADLT BSKTBL REF 7@533 231.00
 60-6001-3-707000 CONTRACTED SERVICES VIJAY KUMAR DEC2016 SOCCER REF 17@530 / ASSIGNOR 750.00
 60-6001-3-721000 INTERGOVERNMENTAL RISK MGT IRMA NOVEMBER DEDUCTIBLE & OPTIONAL DEDUCT 307.71
 60-6001-3-721000 INTERGOVERNMENTAL RISK MGT IRMA DECEMBER DEDUCTIBLE & OPTIONAL DEDUCT 5,524.49
 60-6001-3-721000 INTERGOVERNMENTAL RISK MGT IRMA 2017 ANNUAL CONTRIBUTION 36,985.50
 60-6001-4-710000 TELEPHONE CALL ONE SERVICE 1/2017 193.40
 60-6001-4-710000 TELEPHONE CALL ONE SERVICE 1/2017 239.89
 60-6001-5-706000 MATERIALS AND SUPPLIES SPORTS STAFF SHIRTS 355.00
 60-6001-5-716000 CONCESSIONS COKER SERVICE, INC CONVEYOR OVEN 250.00
 60-6001-5-716000 CONCESSIONS EDIBLE ARRANGEMENTS-604 CONCESSIONS / FRUIT SALAD 29.93
 60-6001-5-716000 CONCESSIONS GOLD MEDAL-CHICAGO INC CONCESSION SUPPLIES 834.60
 60-6001-5-716000 CONCESSIONS GOLD MEDAL-CHICAGO INC CONCESSION SUPPLIES 552.03
 60-6001-5-716000 CONCESSIONS LAKE COUNTY HEALTH DEPAR FOOD SERV PERMIT RENEWAL-LSC 448.00

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 60	LIBERTYVILLE SPORTS COMP FUND				
Dept 6001	LSC-INDOOR SPORTS CENTER				
60-6001-5-716000	CONCESSIONS	PEPSI	CONCESSION SUPPLIES	594.11	
60-6001-5-716000	CONCESSIONS	PEPSI	CONCESSION SUPPLIES	903.81	
60-6001-5-716000	CONCESSIONS	SALTY SWEET SNACKS	CONCESSION SUPPLIES	140.00	
60-6001-5-723000	OFFICE SUPPLIES	OFFICE DEPOT	OFFICE SUPPLIES	147.74	
60-6001-5-723000	OFFICE SUPPLIES	SPORTS 11 INC	STAFF SHIRTS	350.00	
60-6001-5-723000	OFFICE SUPPLIES	WHEN TO WORK, INC	SCHEDULE PROGRAM	400.00	
60-6001-5-734000	MATERIALS & SUPPLIES FITNESS	AMAZON	WASHCLOTHS/VACUUM/CORRECTION LIQUID	152.90	
60-6001-5-734000	MATERIALS & SUPPLIES FITNESS	OFFICE DEPOT	OFFICE SUPPLIES	13.04	
60-6001-5-750000	REFUNDS	ELA SOCCER CLUB	REFUND / ACTIVITY CANCELLATION	13,040.00	
60-6001-5-750000	REFUNDS	PETER PAPANICOLAOU	REFUND / MEDICAL	165.00	
60-6001-5-751000	CLIMBING WALL/FRONT DESK	SPORTS 11 INC	STAFF SHIRTS	100.05	
60-6001-5-799000	MISCELLANEOUS	CIMPLX COMPLIANCE SERVIC	ACA COMPLIANCE SERVICE 1/17	329.69	
60-6001-7-712000	MAINTENANCE BUILDING	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 12/16	3,290.00	
60-6001-7-712000	MAINTENANCE BUILDING	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 12/16	240.00	
60-6001-7-712000	MAINTENANCE BUILDING	ECO CLEAN MAINTENANCE, I	STRIP & WAX LSC BALCONY	1,641.50	
60-6001-7-712000	MAINTENANCE BUILDING / UNIFORM	LECHNER & SONS	UNIFORMS / MATS	8.00	
60-6001-7-712000	MAINTENANCE BUILDING / MATS	LECHNER & SONS	UNIFORMS / MATS	112.00	
60-6001-7-712000	MAINTENANCE BUILDING	LECHNER & SONS	UNIFORMS	8.00	
60-6001-7-712000	MAINTENANCE BUILDING	ORKIN	PEST CONTROL	50.00	
60-6001-7-714000	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	333.55	
60-6001-7-714000	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	1,421.66	
60-6001-7-714000	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	1,377.63	
60-6001-7-714000	MAINTENANCE GROUNDS	TGF ENTERPRISES INC	SNOWPLOWING / SALTING	392.18	
Total For Dept 6001 LSC-INDOOR SPORTS CENTER				78,613.41	
Dept 6002	LSC-GOLF LEARNING CENTER				
60-6002-3-721000	INTERGOVERNMENTAL RISK MGMT	IRMA	2017 ANNUAL CONTRIBUTION	15,855.31	
60-6002-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	159.93	
60-6002-4-710000	TELEPHONE	CALL ONE	SERVICE 1/2017	128.89	
60-6002-5-706000	MATERIALS AND SUPPLIES	RANGE AUTOMATION SYSTEMS	CHUTE SENSORS /4	156.00	
60-6002-5-733000	MATERIALS & SUPPLIES- PRO SHOP	MID-AMERICA TURF	6 DRIVING RANGE MATS	900.00	
60-6002-5-733000	MATERIALS & SUPPLIES- PRO SHOP	RANGE AUTOMATION SYSTEMS	CARD ENCODING	220.00	
60-6002-5-733000	MATERIALS & SUPPLIES- PRO SHOP	THE UPS STORE	SHIPPING FOR RANGE CARDS	43.45	
60-6002-5-735000	PRO SHOP MERCHANDISE	CMAC GOLF INC	GOLF SHOP SALES / EOY 12/31/16	179.31	
60-6002-7-712000	MAINTENANCE BUILDING	ARROW PLUMBING, INC	REPAIR WATER LINE / DRIVING RANGE	246.09	
Total For Dept 6002 LSC-GOLF LEARNING CENTER				17,888.98	
Total For Fund 60 LIBERTYVILLE SPORTS COMP FUND				96,502.39	

BOTH OPEN AND PAID

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund Totals:

Fund 01	GENERAL FUND			683,127.83	
Fund 02	CONCORD SPECIA			31.87	
Fund 03	EMERGENCY TELE			38,154.98	
Fund 09	TAX INCREMENT			10,657.09	
Fund 13	HOTEL/MOTEL TA			12,544.64	
Fund 14	COMMUTER PARKI			22,570.44	
Fund 20	UTILITY FUND			322,541.62	
Fund 30	VEHICLE MAINT/			40,494.35	
Fund 31	TECHNOLOGY EQU			12,927.03	
Fund 40	CAPITAL IMPROV			93,792.78	
Fund 41	ROAD IMPROVEME			7,584.12	
Fund 45	PARK IMPROVEME			15,587.23	
Fund 55	POLICE PENSION			14,561.08	
Fund 60	LIBERTYVILLE S			96,502.39	

Total For All Funds:

1,371,077.45



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Approve a Raffle License for Lake County Haven

Staff Recommendation: Approve

Staff Contact: Kelly A. Amidei, Deputy Village Administrator

Background: Attached is an application from the Lake County Haven requesting permission to conduct a raffle sale within the Village on February 18, 2017 through May 6, 2017 with a drawing to be held at the Marriott Lincolnshire on May 6, 2017. One hundred percent of the proceeds will be presented to the Lake County Haven to help support their organization.

Staff recommends approval of a raffle license for the Lake County Haven. Four affirmative votes are required for approval.

RESOLUTION NO. 17-R-

A RESOLUTION TO APPROVE A RAFFLE LICENSE FOR
LAKE COUNTY HAVEN

WHEREAS, the Lake County Haven requests approval of a raffle license for their 25th Anniversary Gala; and

WHEREAS, the Lake County Haven is a Libertyville charitable organization; and

WHEREAS, the appropriate raffle license application and fee has been submitted.

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

SECTION 1: Recitals. The Village of Libertyville approves the raffle license for the Lake County Haven from February 18, 2017 through May 6, 2017.

SECTION 2: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk



RAFFLE LICENSE APPLICATION – FEE \$60.00

Applicant (organization)
Applicant representative
Address

The type of organization applying for the raffle license.

Please indicate: () Religious () Labor (X) Charitable () Other
() Educational () Fraternal () Veterans'

Purpose of raffle Lake County Haven 25th Anniversary Gala

Area within Village where raffle will be conducted Petranek's, Forest Bootery,
Sunset Foods, Ace Hardware, Lake County Haven Office

Chances will be sold from Feb 18, 2017 to May 6, 2017 (maximum 180 days)

Winning chances determined at Mariott Lincolnshire on May 6, 2017.
(Place of drawing)

Aggregate retail value of all prizes or merchandise to be awarded in this raffle. \$ 3,000.

NOTE: The maximum retail value of a single prize awarded in a raffle is \$20,000.

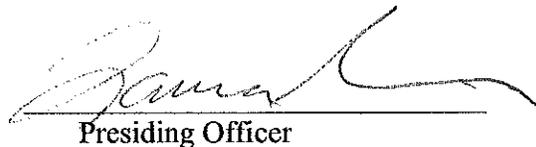
The maximum amount which may be charged for each raffle is \$200.

We, the undersigned, state that we are the presiding officers of the above applicant and that said applicant is a not-for-profit organization. The undersigned further depose that the raffle be conducted in accordance with the applicable provisions of local ordinance and State statute, whichever may be applicable.

ATTEST:

Date 1-13-17


Secretary


Presiding Officer



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Request Consideration of a Resolution to Approve a Waiver of Permit Fee for Rondout School District 72

Staff Recommendation: Approve

Staff Contact: Richard M. Carani, Fire Chief

Background: Rondout School District 72 has submitted an application to the Fire Department for a burning permit to burn landscape waste generated on the property for the purpose of removing buckthorn. Roundout School District is asking for consideration to waive the permit fee of \$50.00 for this permit. Permit fees for Rondout School have been waived in the past for burning. Rondout School meets all the requirements to receive a burning permit from the Fire Department.

Four affirmative votes are needed for approval.

RESOLUTION NO. 17-R-

A RESOLUTION TO APPROVE A REQUEST FOR A WAIVER
OF A PERMIT FEE FOR RONDOUT SCHOOL DISTRICT #72

WHEREAS, Rondout School District #72 has requested a waiver of the open burning permit fee for educational purposes; and

WHEREAS, the Libertyville Fire Department has reviewed the request and recommends approval of the waiver.

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

SECTION 1: Recitals. The Village of Libertyville approves the waiver of the \$50 open burning permit fee for Rondout School District #72.

SECTION 2: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Weppler, Village President

ATTEST:

Sally Kowal, Village Clerk



RONDOUT SCHOOL

1/9/17

Hi Chief Carani,

Happy New Year! I'm writing to renew Rondout District's #2 Open Burning Permit for Ecological Management. The Rondout students are doing a significant amount of restoration work in the Rondout Woods on the far south side of our property. This buckthorn removal work is beneficial to our Lake County woodlands and is directly related to our ecology curriculum at Rondout School. We appreciate the Village's generous support of our efforts. We are requesting that the village consider waiving the \$50.00 permit fee as they did last year.

Thank you,

Bryan Albro
Assistant Principal
Rondout School District 72

LIBERTYVILLE FIRE PROTECTION DISTRICT



• LIBERTYVILLE, ILL. 60048

APPLICATION FOR ONE YEAR PERMIT
TO USE, INSTALL, CONDUCT PROCESSES OR CARRY ON
OPERATIONS INVOLVING OR CREATING CONDITIONS
DEEMED HAZARDOUS TO LIFE OR PROPERTY

1/9/17

Application Date

Application is hereby made by the undersigned for a permit to conduct business in
The Libertyville Fire Protection District

Company Name Rondout School District 72
Contact Name Bryan Albro Title Assistant Principal
E-Mail Address bryan.albro@rondoutsd72.org
Mailing Address 28593 N. Bradley Rd.
City, State, Zip Code Lake Forest, IL 60045
Telephone Number 847 362-2021

Type(s) of Permit(s) applied for: (see reverse side of this application for list)	Fee
1) <u>#2 Open Burning</u>	_____
2) _____	_____
3) _____	_____

Conditions, surroundings, and arrangements to be in accordance with the Libertyville
Fire Protection District Fire Prevention Ordinance.

Please make check payable to the Village of Libertyville - Fire Department
1551 North Milwaukee Avenue
Libertyville, IL 60048



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Approve Traffic Enforcement Agreement - VK USG, LLC

Staff Recommendation: Approve

Staff Contact: Police Chief Clinton Herdegen

Background: A request for assistance with management of parking violations on private property has been received from VK USG, LLC for their tenant, Avexis for the property located at 1940 USG Drive.

Completion of the attached agreement according to 625 ILCS 5/11-209 of the Illinois Compiled Statutes will allow Libertyville Police Department employees to enforce traffic and ordinance violations on this privately-owned property. The Village Attorney previously developed a form for such agreements, and the form was signed by the Landlord/Lessee. The Village has received reimbursement for the \$75.00 recording fees associated with this agreement.

Staff recommends approval of this agreement. In order to pass, the agreement requires a positive vote of the majority of trustees holding office. Consequently, four positive votes will be required for passage.

RESOLUTION NO. 17-R-

A RESOLUTION TO APPROVE TRAFFIC ENFORCEMENT
AGREEMENT WITH VK USG, LLC

WHEREAS, VK USG, LLC located at 1940 USG Drive, a Libertyville business, has requested assistance with parking violations at said location and has submitted the appropriate documentation and fees; and

WHEREAS, 1940 USG Drive is private property and enforcement of said property requires a traffic enforcement agreement; and

WHEREAS, the Libertyville Police Department in accordance with 625 ILCS 5/11-209 is willing to enter into a traffic enforcement agreement with VK USG, LLC in order to enforce traffic and ordinance violations on privately owned property.

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

SECTION 1: Recitals. The Village of Libertyville Board of Trustees approves a traffic enforcement agreement with VK, USG, LLC to enforce traffic regulations at 1940 USG Drive, Libertyville, Illinois.

SECTION 2: Recitals. The Village of Libertyville Board of Trustees authorizes the Mayor to enter into a traffic enforcement agreement with VK USG, LLC.

SECTION 3: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk

**TRAFFIC AND ORDINANCE ENFORCEMENT
AGREEMENT**

owner - VK USG, LLC / ALEXIS - *tenant*

(Owner or Lessee)

does hereby state that he/she is the Owner or authorized agent of the Owner of said property or the Lessee of said property or the Lessee or authorized agent of the Lessee of the private property located at

1940 USG Dr.

(copy of legal description of property, as obtained from Lake County Recorder of Deeds, is attached)

Libertyville, Illinois and that he/she is authorized by the Owner and/or the Lessee to execute this Agreement.

It is agreed between the parties hereto that the Village of Libertyville, pursuant to 625 ILCS 5/11-209 of the Illinois Compiled Statutes, as attached hereto and made a part hereof, is authorized, through the Police Department of the Village of Libertyville, to enforce all traffic and ordinance regulations of the Village of Libertyville and the State of Illinois on said private property.

It is further agreed that appropriate signs, as determined by the Chief of Police of the Village of Libertyville, or his designee, will be erected at the Owner/Lessee's expense.

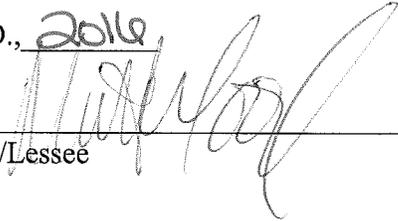
This Agreement shall be recorded in the Office of the Recorder of Lake County and no regulation made pursuant to this Agreement shall be effective or enforceable until three (3) days after the Agreement is recorded.

This Agreement shall expire five (5) years from the date hereof or upon the expiration of the Lessee's lease of the property, whichever occurs first.

This Agreement may be unconditionally canceled by either party upon thirty (30) days written notice to the other party.

Landlord/Lessee: Name VK USG, LLC Phone 847-243-4300
Address 9500 W. Bryn Mawr Ave, Suite 340
Rosemont, IL 60018

DATED this 27th day of October, A.D., 2016



Landlord/Lessee

VILLAGE OF LIBERTYVILLE
By: _____
Mayor Terry Wepler, Village of Libertyville

ATTEST: _____
Sally Kowal, Clerk

EXHIBIT "A"

Legal Description

LOTS 22 THROUGH 26 BOTH INCLUSIVE, IN LIBERTYVILLE BUSINESS PARK, A SUBDIVISION OF PART OF THE NORTHWEST ¼ OF SECTION 18, TOWNSHIP 44 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 21, 1995 AS DOCUMENT 3655524, IN LAKE COUNTY, ILLINOIS



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Approve a PACE
Dial-A-Ride Agreement

Staff Recommendation: Approve

Staff Contact: Kelly A. Amidei, Deputy Village Administrator

Background: In previous years, the Village Board has approved a Local Share Agreement with PACE for the operation of the Dial-A-Ride Bus Service Program. This program provides transportation services to senior citizens and persons with a disability. Beginning March 2016, riders had access to expanded service as part of a grant with the RTA and Lake County DOT. The grant provides for expanded service areas and hours. The existing agreement (attached) will pay for the "pre-grant" service which has reduced costs over previous years as a result of the grant providing funding and also resulting in more accurate reporting.

The attached Local Share Agreement indicates that the Village of Libertyville's local share is \$7,816 (a decrease of \$5,650). PACE will pay \$21,202, to provide Dial-A-Ride Service to Libertyville residents.

Staff recommends the Village Board approve the attached resolution to authorize the Mayor to execute the PACE Local Share Agreement. A simple majority vote of the Village Board is required for passage. Consequently, four positive votes are necessary.

RESOLUTION NO. 17-R-

A RESOLUTION TO APPROVE AN AGREEMENT WITH PACE
TO PERFORM DIAL-A-RIDE SERVICE

WHEREAS, the Village of Libertyville has offered dial-a-ride services for senior citizens and those with a disability; and

WHEREAS, the Village of Libertyville has entered into a shared service with Libertyville Township and the Village of Mundelein; and

WHEREAS, PACE has provided the service contract for the dial-a-ride service.

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

SECTION 1: Recitals. The Village of Libertyville Board of Trustees approves the 2017 PACE Local Share Dial-a-Ride Agreement to provide services to the Village of Libertyville.

SECTION 2: The Village of Libertyville Board of Trustees authorizes the Mayor to execute and agreement with PACE.

SECTION 3: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk

PACE PARATRANSIT LOCAL SHARE AGREEMENT

Village of Libertyville

This agreement is made this _____ day of _____, 2017 by and between the Suburban Bus Division of the Regional Transportation Authority (RTA) operating under the name and hereinafter referred to as "Pace", an Illinois municipal corporation, and the Village of Libertyville, an Illinois municipal corporation, hereinafter referred to as the "Municipality".

The parties, in consideration of the mutual promises hereinafter set forth, hereby agree to the following:

1. **TERM** - This agreement will be in effect beginning January 1, 2017 and ending December 31, 2017.
2. **SERVICE DESCRIPTION** - The Municipality will participate in the financial support of the transportation service for the residents of the Villages of Libertyville, Libertyville Township, and Mundelein as described in the attached Exhibit A. Exhibit A is hereby incorporated and made a part of this Agreement.
3. **REPORTING** - Pace will provide to the Municipality on a monthly basis, a report with the following:
 - A. Number of Dial-A-Ride trips delivered per this Agreement as outlined in Exhibit A.
 - B. A summary breakdown of trips by residents of the Village of Libertyville, Libertyville Township and the Village of Mundelein.
 - C. Vehicle Service Hours delivered per this Agreement as outlined in Exhibit A.
 - D. A billing for Local Share, determined as outlined in Section 4 of this Agreement.
4. **LOCAL SHARE FUNDING** - The Municipality agrees to reimburse Pace monthly for the Local Share incurred in operating the service described in Paragraph 2. The Local Share will be calculated in the following manner:
 - A. The Total Expense of the project will be calculated by multiplying the number of Vehicle Service Hours delivered per this Agreement by the hourly rate charged to Pace by the Contractor. Operating Deficit will be defined as Total Expense less fare revenue.
 - B. The Pace Contribution will be the lesser of 1) 75% of the actual Operating Deficit attributed to a maximum of 2,270 vehicle hours of service, or 2) \$122,682.

The Pace Contribution shall be calculated monthly on a year-to-date basis to adjust for actual vehicle hours of service and ensure that the annual Pace Contribution is not depleted in advance before the end of the term of this agreement.
 - C. The Local Share is the Total Expense, as described in Section 4 A, minus fares, minus the Pace Contribution. The percentage of trips provided on behalf of the Municipality, Libertyville Township and the Village of Mundelein, relative to the total number of trips shall be the basis of determining that portion of the Local Share to be covered by the Municipality.

The Municipality shall pay Pace within thirty (30) days of receiving the monthly bill for its portion of the Local Share.
 - D. At the time of this agreement, the local share for the Village of Libertyville is projected to be \$7,816. In the event the operating deficit is expected to exceed \$7,816, the Village of Libertyville agrees to work with the Village of Mundelein, Libertyville Township and Pace to make any such adjustment to the program (including termination) as would be necessary to stay within its projected contribution of \$7,816 or to increase service levels.
5. **CIVIC CENTER SHUTTLE FARE SUBSIDY** - In addition to the Local Share described above, the

Municipality also agrees to reimburse Pace the difference between the fare charged for the pre-scheduled Civic Center Shuttle service, described in Exhibit A, and the Pace minimum fare of \$0.80, times the number of trips on the pre-scheduled Civic Center Shuttle service.

6. **AMENDMENT** - This Agreement constitutes the entire Agreement between the parties hereto. Any proposed changes in this Agreement shall be submitted to Pace for its prior approval. Except for minor service changes, no modification, addition, deletion, revision, alteration or other change to this Agreement shall be effective unless and until such changes are reduced to writing and executed by the authorized representatives of parties hereto.
7. **TERMINATION** - This contract can be terminated upon thirty (30) calendar days written notice by Pace, if: 1) sufficient funds have not been appropriated to cover the estimated requirements by Pace or by any other agency funding the service; 2) Pace develops alternative public transportation services which, as determined by Pace will better meet the transportation needs of the public; or, 3) the Municipality fails to make payments as required by Section 4 of this agreement.
8. **FAILURE TO PERFORM** - Pace will not be responsible for any failure on the part of the Contractor to provide service due to circumstances beyond the reasonable control of the Contractor or Pace. Pace shall make every reasonable effort to have service restored as soon as practical under the circumstances. No fees will be charged for service not performed.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be made effective and executed as of the date first set forth above by their duly authorized officials.

SUBURBAN BUS DIVISION OF THE REGIONAL TRANSPORTATION AUTHORITY

PACE

VILLAGE OF LIBERTYVILLE

By: _____
Thomas J. Ross, Executive Director

By: _____
Terry Wepler, Mayor

Date: _____

Date: _____

Attest: _____

Attest: _____

Date: _____

Date: _____

COST ESTIMATE WORKSHEET

2017 LOCAL SHARE AGREEMENT

Central Lake County

PROJECT: VILLAGE OF LIBERTYVILLE / LIBERTYVILLE TOWNSHIP /
VILLAGE OF MUNDELEIN

	<u>Village of Libertyville</u>	<u>Libertyville Township</u>	<u>Village of Mundelein</u>	<u>Total</u>
REVENUE	\$ 2,943	\$ 366	\$ 6,828	\$ 10,137
EXPENSE	\$34,955	\$ 5,927	\$ 91,937	\$132,819
DEFICIT	\$ 32,012	\$ 5,561	\$ 85,109	\$122,682
PACE SUBSIDY	\$ 21,202	\$ 3,877	\$ 57,319	\$ 82,398
CALL CENTER GRANT	\$ 2,994	\$ 313	\$ 6,948	\$ 10,255
LOCAL SHARE	\$ 7,816	\$ 1,371	\$ 20,842	\$ 30,029
RIDERSHIP	1,372	335	3,661	5,368
VEHICLE HOURS	590	105	1,575	2,270

Exhibit A

TRANSPORTATION SERVICES

CENTRAL LAKE COUNTY

Village of Libertyville/Libertyville Township/Village of Mundelein

TYPE OF SERVICE	Curb-to-Curb Dial-A-Ride Bus Service (and Pre-scheduled Civic Center Shuttle service between 130 East Cook Ave., 201 East Cook Ave., Libertyville Civic Center located at 137 West Church St. and Cook Memorial Library located at 413 N. Milwaukee Ave).
SERVICE OPERATED BY	Pace will contract with a transportation provider (the "Contractor") to provide the service which is the subject of this Agreement.
TRIP RESERVATION METHOD	Rides will be scheduled by calling the dispatcher on the business day before the trip is being requested, except Monday trips may be reserved on Sunday. Requests for same day service will be honored to the extent that the request can be accommodated within the frame work of the day's schedule. The dispatcher will notify the passenger of the appropriate pick-up time. Seven (7) day advanced scheduling for medical appointments will be allowed.
SERVICE AREA	The service will operate within an area to include the Villages of Libertyville and Mundelein, the Mundelein Park District and to any area of Libertyville Township within one-half (1/2) mile of the borders of the Villages of Libertyville or Mundelein and any area in Libertyville Township which is within the area bordered by Highway 21 (Milwaukee Ave.) on the west, Highway 137 (Buckley Rd.) on the north, Interstate 94 (Tri-State Tollway on the east, and Highway 176 on the south.
SERVICE HOURS	Monday through Friday 9:00 a.m. to 5:00 p.m. Some subscription service beginning as early at 8:00 a.m. will also be provided. Times and frequency of the Civic Center Shuttle will be mutually agreed upon by Pace and the Village of Libertyville.
HOLIDAYS	Service will <u>not</u> operate on the following holidays: <ul style="list-style-type: none">➤ New Year's Day➤ Memorial Day➤ Independence Day➤ Labor Day➤ Thanksgiving Day➤ Christmas Day
FARE STRUCTURE	One-way fares for the service are as listed below. All fares are subject to change at the discretion of Pace.

Reduced Fare	\$3.00
Transfers	\$.15
Civic Center Shuttle	FREE

There will be no transfers issued or honored on the pre-scheduled Civic Center service.

RIDER ELIGIBILITY

Persons age 60+ and persons with a disability



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of an Ordinance Granting Variations of Corner Side Yard Setback (ZBA 16-25) at 817 E. Rockland Road - Steven Spinell and Haley Spinell, Applicants

Staff Recommendation: Approve.

Staff Contact: John P. Spoden, Director of Community Development

Background: The attached ordinance would grant variations of corner side yard setback in order to construct a house and garage addition at 817 E. Rockland Road. The Village Board approved this request at their January 10, 2017, meeting with the understanding that an ordinance would be drafted for the Village Board to approve at their January 24, 2017 meeting. Staff recommends the Village Board approve the attached ordinance.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 17-O-____

AN ORDINANCE GRANTING VARIATIONS
OF CORNER SIDE YARD SETBACK
AT 817 E. ROCKLAND ROAD

Adopted by the
President and Board of Trustees
of
the Village of Libertyville
Lake County, Illinois
this ____ day of _____, 2017

Published in pamphlet form by direction
and authority of the Village of Libertyville
Lake County, Illinois
this ____ day of _____, 2017

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 17-O-_____

AN ORDINANCE GRANTING VARIATIONS
OF CORNER SIDE YARD SETBACK
AT 817 E. ROCKLAND ROAD

WHEREAS, Steven Spinell and Haley Spinell (the “Owners”), filed an application with the Zoning Board of Appeals of the Village of Libertyville seeking variations to reduce the minimum required corner side yard setback from 30 feet to approximately 9 feet in order to construct a house addition with covered porch and reduce the minimum required corner side yard setback from 30 feet to approximately 16 feet in order to construct an addition to a detached garage in an R-6, Single Family Residential District, in the Village of Libertyville, which property is legally described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the “Subject Property”); and

WHEREAS, on November 21, 2016, the Development Review Committee reviewed and recommended approval of the requested variations; and

WHEREAS, the Zoning Board of Appeals, pursuant to notice duly published on November 26, 2016, in the *Daily Herald*, held a public hearing on December 12, 2016, at 7:00 p.m., at 118 West Cook Avenue, Libertyville, Illinois, for the purpose of hearing and considering testimony regarding the requested variations; and

WHEREAS, on December 12, 2016, the Zoning Board of Appeals, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made certain findings of fact as required by law and recommended to the President and Board of Trustees of the Village of Libertyville that the requested variations be approved, all as is more specifically set

forth in that certain Report of the Zoning Board of Appeals on Case No. ZBA 16-25, dated as of January 4, 2017; and

WHEREAS, the President and Board of Trustees of the Village of Libertyville have considered the Owners' application, the findings and recommendations of the Zoning Board of Appeals and are fully advised in the premises.

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

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated herein as if fully set forth.

SECTION TWO: Findings. The President and Board of Trustees of the Village of Libertyville do hereby find and determine that:

1. General Standard. No variation shall be granted pursuant to this Section 16-8 unless the applicant shall establish that carrying out the strict letter of the provisions of this Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth in this Section 16-8.7.
2. Unique Physical Condition. The subject lot is exceptional as compared to other lots subject to the same provision due to its sub-standard size. The minimum lot width for the R-6 Single Family Residential District is 60 feet. The subject lot has a lot width of approximately 54 feet, which creates a practical difficulty in having a side yard that is no less than 30 feet. The subject lot is also exceptional because it contains existing structures that were built in 1949 before the current Zoning Code was adopted.
3. Not Self-Created. The sub-standard size of the subject lot is not the result of any action or inaction of the owner or its predecessors in title. The existing structures on the subject lot were built in 1949 at which time the construction of the structures was lawful. Since then, the Village of Libertyville has adopted a Zoning Code to which the pre-existing structures do not conform.
4. Denied Substantial Rights. The minimum corner side yard provision deprives owners of the subject lot of substantial rights commonly enjoyed by owners of other lots subject to the same provision.

5. Not Merely Special Privilege. The hardship of conforming to the minimum corner side yard provision is not merely the inability of the owners or occupants to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision.
6. Code and Plan Purposes. The variations are in harmony with the purposes for which the Village of Libertyville Zoning Code and Comprehensive Plan were originally established.
7. Essential Elements of the Area. The variation would not result in a use or development on the subject lot that:
 - 1) Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development, or value of property or improvements permitted in the vicinity; or
 - 2) Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity; or
 - 3) Would substantially increase congestion in the public streets due to traffic or parking; or
 - 4) Would unduly increase the danger of flood or fire; or
 - 5) Would unduly tax public utilities and facilities in the area; or
 - 6) Would endanger the public health or safety.
8. No Other Remedy. The variations are the only means by which the hardship posed by the minimum corner side yard provision can be remedied.

SECTION THREE: Variations. The President and Board of Trustees of the Village of Libertyville, acting under and by virtue of authority conferred upon it by the laws of the State of Illinois and by Section 16-8 of the Libertyville Zoning Code, does hereby grant to the Owners variations to reduce the minimum required corner side yard setback from 30 feet to approximately 9 feet in order to construct a house addition with covered porch and reduce the minimum required corner side yard setback from 30 feet to approximately 16 feet in order to construct an addition to a detached garage in an R-6, Single Family Residential District; provided, however, that these variations shall be, and hereby are, expressly made subject to the conditions and limitations set forth in Section Four below.

SECTION FOUR: Conditions and Limitations. The variations described in Section Three above shall be, and hereby is, expressly made subject to the following conditions and limitations:

- (a) The additions shall be constructed only in strict conformity with the documents and plans submitted to the Zoning Board of Appeals and the President and Board of Trustees of the Village of Libertyville in Case No. ZBA 16-25.
- (b) All construction shall be in strict conformity with all ordinances, rules and regulations of the Village and the requirements of the Village thereunder.

SECTION FIVE: Compliance. The failure or refusal of the Owners or their successors or assigns at any time in the future to comply with the terms of this ordinance shall subject the Owners or their successors or assigns to the penalties set forth in the Libertyville Municipal Code and to termination of these variations after notice and public hearing as may be required by State statute or the Libertyville Municipal Code and to any other penalties or legal action that may be authorized by law.

SECTION SIX: Effective Date. This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law; provided, however, that this ordinance shall be of no force or effect unless and until the Owners have paid all fees and charges owing to the Village and arising from this approval.

PASSED this _____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk

EXHIBIT A

Legal Description of the Property

Lot 194 in Copeland Manor South, Being a Subdivision of Part of Sections 21 and 22, Township 44 North, Range 11, East of the Third Principal Meridian, According to the Plat Thereof Recorded April 19, 1926 as Document 277293, in Book "P" of Plats, Page 20 and 21, in Lake County, Illinois.



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of an Ordinance Granting Sign Variations (ZBA 16-26) at 1000 E. Park Avenue - Mass Properties LLC, Applicant

Staff Recommendation: Approve.

Staff Contact: John P. Spoden, Director of Community Development

Background: The attached ordinance would grant sign variations for Liberty Auto City at 1000 E. Park Avenue. The Village Board approved this request at their January 10, 2017, meeting with the understanding that an ordinance would be drafted for the Village Board to approve at their January 24, 2017 meeting. Staff recommends the Village Board approve the attached ordinance.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 17-O-____

AN ORDINANCE GRANTING SIGN VARIATIONS
AT 1000 E. PARK AVENUE

Adopted by the
President and Board of Trustees
of
the Village of Libertyville
Lake County, Illinois
this ____ day of _____, 2017

Published in pamphlet form by direction
and authority of the Village of Libertyville
Lake County, Illinois
this ____ day of _____, 2017

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 17-O-_____

AN ORDINANCE GRANTING SIGN VARIATIONS
AT 1000 E. PARK AVENUE

WHEREAS, Mass Properties LLC (the “Owner”) is the owner of property located at 1000 E. Park Avenue in the Village of Libertyville, which property is legally described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the “Subject Property”); and

WHEREAS, the Subject Property is zoned in an I-3, General Industrial District pursuant to the Libertyville Zoning Code; and

WHEREAS, the Owner filed an application with the Zoning Board of Appeals of the Village of Libertyville seeking variations to Section 11-14 of the Libertyville Zoning Code to increase the number of business wall signs from one (1) to six (6) and increase the maximum permitted sign area from 32 square feet to 120 square feet for property in an I-3, General Industrial District; and

WHEREAS, on November 21, 2016, the Development Review Committee reviewed and recommended to deny the requested variations; and

WHEREAS, the Zoning Board of Appeals, pursuant to notice duly published on November 26, 2016, in the *Daily Herald*, held a public hearing on December 12, 2016, at 7:00 p.m., in the Libertyville Village Hall, 118 West Cook Avenue, Libertyville, Illinois, for the purpose of hearing and considering testimony regarding the requested variations; and

WHEREAS, on December 12, 2016, the Zoning Board of Appeals, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made certain findings of fact as required by law and recommended to the President and Board of Trustees of the Village of Libertyville that the requested variations be approved, all as is more specifically set

forth in that certain Report of the Zoning Board of Appeals on Case No. ZBA 16-26, dated as of January 4, 2017; and

WHEREAS, the President and Board of Trustees of the Village of Libertyville have considered the Owner's application, the findings and recommendations of the Zoning Board of Appeals and are fully advised in the premises.

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

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated herein as if fully set forth.

SECTION TWO: Findings. The findings of the Zoning Board of Appeals, as set forth in that certain Report of the Zoning Board of Appeals on Case No. ZBA 16-26, dated as of January 4, 2017, shall be, and they hereby are, accepted and adopted as herein modified by the President and Board of Trustees of the Village of Libertyville. In addition and without limitation of the foregoing, the President and Board of Trustees of the Village of Libertyville do hereby find and determine that:

1. General Standard. No variation shall be granted pursuant to this Section 16-8 unless the applicant shall establish that carrying out the strict letter of the provisions of this Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth in this Section 16-8.7.
2. Unique Physical Condition. The location of the tenant space in the corner of the building presents unique opportunities for signage.
3. Not Self-Created. The request for signage is a result of corporate action and not that of the owner.
4. Denied Substantial Rights. The applicant would be denied substantial rights enjoyed by others if denied the variations.
5. Not Merely Special Privilege. The signs and locations shown are part of the standards indicated by Subaru of America and not a special privilege of this site.

6. Code and Plan Purposes. The proposed is consistent with Code and Plan purposes.
7. Essential Elements of the Area. The variation would not result in a use or development on the subject lot that:
 - 1) Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development, or value of property or improvements permitted in the vicinity; or
 - 2) Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity; or
 - 3) Would substantially increase congestion in the public streets due to traffic or parking; or
 - 4) Would unduly increase the danger of flood or fire; or
 - 5) Would unduly tax public utilities and facilities in the area; or
 - 6) Would endanger the public health or safety.
8. No Other Remedy. There is no other remedy other than the requested variations to allow for the proposed signage.

SECTION THREE: Variations. The President and Board of Trustees of the Village of Libertyville, acting under and by virtue of authority conferred upon it by the laws of the State of Illinois and by Article 16-8.5 of the Libertyville Zoning Code, do hereby grant to Owner, as a personal privilege variations to increase the number of business wall signs from one (1) to six (6) and increase the maximum permitted sign area from 32 square feet to 120 square feet for property in an I-3, General Industrial District provided, however, that these variations shall be, and hereby are, expressly made subject to the conditions and limitations set forth in Section Four below.

SECTION FOUR: Conditions and Limitations. The variations described in Section Three above shall be, and hereby are, expressly made subject to the following conditions and limitations:

- (a) The variations hereby granted shall run only to the Owner, as a personal privilege, and only with respect to the specific signs that are the subject of the Owner's application.
- (b) Signs shall be constructed, used and maintained only in strict conformity with (i) the documents and plans submitted to the President and Board of Trustees of the Village of Libertyville in Case No. ZBA 16-26; and (ii) all ordinances, rules and regulations of the Village and the requirements of the Village thereunder.

SECTION FIVE: Compliance. The failure or refusal of the Owner at any time in the future to comply with the terms of this ordinance shall subject the Owner to the penalties set forth in the Libertyville Municipal Code and to termination of these variations after notice and public hearing as may be required by State Statute or the Libertyville Municipal Code and to any other penalties or legal action that may be authorized by law.

SECTION SIX: Effective Date. This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law; provided, however, that this ordinance shall be of no force or effect unless and until the Owner shall have paid all fees and charges owing to the Village and arising from this approval.

PASSED this _____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk

EXHIBIT A

Legal Description of the Property

PARCEL 1:

ALL THAT PART OF SECTION 22, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE POINT OF INTERSECTION OF THE NORTHERLY RIGHT OF WAY LINE OF STATE ROUTE 176 (PARK AVENUE) WITH A LINE 1394.1 FEET EAST OF AND PARALLEL WITH THE EASTERLY LINE OF C. FRANK WRIGHT'S ADDITION TO THE VILLAGE OF LIBERTYVILLE; THENCE NORTH 6 DEGREES 30 MINUTES EAST, PARALLEL WITH SAID EASTERLY LINE, 594 FEET; THENCE SOUTH 79 DEGREES 45 MINUTES EAST, PARALLEL WITH SAID HIGHWAY 178 FEET; THENCE SOUTH 6 DEGREES 30 MINUTES WEST 594 FEET TO SAID NORTHERLY RIGHT OF WAY LINE; THENCE NORTH 79 DEGREES 45 MINUTES WEST ALONG SAID NORTHERLY RIGHT OF WAY LINE 178 FEET TO THE POINT OF BEGINNING, AND ALSO A TRACT OF LAND IN SECTION 22, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS STARTING AT THE POINT OF INTERSECTION OF THE NORTH LINE OF STATE ROUTE 176 (PARK AVENUE) WITH A LINE HEREINAFTER DESCRIBED AS THE "FIRST COURSE" WHICH IS 1132.1 FEET EAST OF AND PARALLEL WITH THE EAST LINE OF C. FRANK WRIGHT'S ADDITION TO LIBERTYVILLE; THENCE RUNNING NORTH 6 DEGREES 30 MINUTES EAST, ALONG THE SAID "FIRST COURSE" 164 FEET TO A POINT OF CURVE; THENCE NORTHEASTERLY, ALONG A CURVED LINE, CONVEX WESTERLY, HAVING A RADIUS OF 704.28 FEET AND TANGENT TO THE "FIRST COURSE" AT THE LAST DESCRIBED POINT, A LONG CHORD DISTANCE OF 54.07 FEET TO A POINT OF TANGENCY; THENCE NORTH EASTERLY, ALONG A STRAIGHT LOT, TANGENT TO THE LAST DESCRIBED CURVE AT THE LAST DESCRIBED POINT, A DISTANCE OF 75.0 FEET TO A POINT OF CURVE; THENCE NORTHEASTERLY, ALONG A CURVED LINE, CONVEX EASTERLY, HAVING A RADIUS OF 729.28 FEET AND TANGENT TO THE LAST DESCRIBED LINE AT THE LAST DESCRIBED POINT, A LONG CHORD DISTANCE OF 55.99 FEET TO A POINT WHICH IS 10.0 FEET EAST OF THE "FIRST COURSE"; THENCE NORTHERLY, ALONG A STRAIGHT LINE, TANGENT TO THE LAST DESCRIBED CURVED LINE AT THE LAST DESCRIBED POINT (INTENDED TO BE PARALLEL WITH THE FIRST COURSE) A DISTANCE OF 60.16 FEET TO A POINT OF CURVE; THENCE NORTHWESTERLY, ALONG A CURVED LINE HAVING A RADIUS OF 729.28 FEET AND TANGENT TO THE LAST DESCRIBED LINE AT THE LAST DESCRIBED POINT, A LONG CHORD DISTANCE OF 55.99 FEET TO THE A POINT OF TANGENCY; THENCE NORTHERLY ALONG A STRAIGHT LINE, TANGENT TO THE LAST DESCRIBED CURVED LINE AT THE LAST DESCRIBED POINT, A DISTANCE OF 75.0 FEET TO A POINT OF CURVE; THENCE NORTHERLY, ALONG A CURVED LINE, CONVEX WESTERLY, HAVING A RADIUS OF 704.28 FEET, AND TANGENT TO THE LAST DESCRIBED LINE AT THE LAST DESCRIBED POINT, A LONG CHORD DISTANCE OF 54.07 FEET TO A POINT OF TANGENCY SITUATED ON THE "FIRST COURSE" PRODUCED NORTHERLY; THENCE SOUTH 79 DEGREES 45 MINUTES EAST, ALONG A LINE BEING PARALLEL WITH THE NORTHERLY LINE OF STATE ROUTE 176 (PARK AVENUE), 262.0 FEET; THENCE SOUTH

6 DEGREES 30 MINUTES WEST, ALONG A LINE BEING PARALLEL WITH AFOREMENTIONED "FIRST COURSE" PRODUCED NORTHERLY, 594.0 FEET TO A POINT ON THE NORTHERLY LINE OF STATE ROUTE 176, SAID POINT BEING 262.0 FEET SOUTH 79 DEGREES 45 MINUTES EAST OF THE POINT OF BEGINNING; THENCE NORTH 79 DEGREES 45 MINUTES WEST ALONG THE NORTHERLY LINE OF STATE ROUTE 176, 262.0 FEET TO THE POINT OF BEGINNING, IN LAKE COUNTY, ILLINOIS.

PARCEL 2:

ALL THAT PART OF SECTIONS 15 AND 22 IN TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE POINT OF INTERSECTION OF THE NORTHERLY RIGHT OF WAY LINE OF STATE ROUTE 176 (PARK AVENUE) WITH A LINE 1132.1 FEET EAST OF AND PARALLEL WITH THE EASTERLY LINE OF C. FRANK WRIGHT'S ADDITION TO THE VILLAGE OF LIBERTWILLE, THIS LINE ALSO BEING THE EAST CORPORATION LIMITS OF SAID VILLAGE OF LIBERTYVILLE, AS ESTABLISHED ON JUNE 25, 1925, BY SAID VILLAGE AND RECORDED JULY 21, 1925, AS DOCUMENT 261726; THENCE NORTH 6 DEGREES 30 MINUTES EAST PARALLEL WITH SAID EASTERLY LINE 594 FEET TO THE TRUE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUING NORTH 6 DEGREES 30 MINUTES EAST 783.5 FEET TO THE CENTER LINE OF THE DES PLAINES RIVER; THENCE SOUTHEASTERLY ALONG SAID CENTER LINE TO A POINT BEING 1572.1 FEET EASTERLY OF THE EASTERLY LINE OF C. FRANK WRIGHT'S ADDITION AND 967.0 FEET NORTH OF THE NORTHERLY RIGHT OF WAY LINE OF STATE ROUTE 176; THENCE SOUTH 6 DEGREES 30 MINUTES WEST, 408.0 FEET TO A POINT BEING 594 FEET NORTHERLY OF SAID NORTHERLY RIGHT OF WAY LINE; THENCE NORTH 79 DEGREES 45 MINUTES WEST, PARALLEL WITH SAID NORTHERLY RIGHT OF WAY LINE 440 FEET TO THE POINT OF BEGINNING (EXCEPT THE FOLLOWING DESCRIBED PROPERTY IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 15, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE SOUTH LINE OF SAID SECTION 15, WITH A LINE WHICH IS 1132.1 FEET EASTERLY OF AND PARALLEL TO THE EASTERLY LINE OF C. FRANK WRIGHTS ADDITION; THENCE NORTH 7 DEGREES EAST, 500 FEET FOR A POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE LAST DESCRIBED COURSE TO THE CENTER LINE OF THE DES PLAINES RIVER; THENCE EASTERLY AND SOUTHERLY ALONG THE CENTER LINE OF THE DES PLAINES RIVER TO THE SOUTH LINE OF SECTION 15; THENCE NORTHWESTERLY 690 FEET, MORE OR LESS TO THE POINT OF BEGINNING), AND ALSO (EXCEPTING THEREFROM THAT PORTION THEREOF CONVEYED TO THE VILLAGE OF LIBERTYVILLE BY DEED RECORDED MARCH 22, 1965 AS DOCUMENT 1257526 AND THAT PORTION, IF ANY, LYING EAST OF THE EAST LINE OF PREMISES CONVEYED BY DOCUMENT 1257526), IN LAKE COUNTY, ILLINOIS.



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Approve a Request for an Event and Display of Banner in Cook Park – Wine About Winter

Staff Recommendation: Approve

Staff Contact: Kelly A. Amidei, Deputy Village Administrator
Clint Herdegen, Police Chief

Background: Attached is a letter from Main Street Libertyville Inc. (MSL) requesting Village Board approval for the annual "Let's Wine About Winter" wine tasting event, which will be held on Saturday, February 18, 2017 between the hours of 1 to 4 p.m. MSL is also requesting approval to install a banner in Cook Park one week before the event. Due to previous safety concerns, MainStreet has requested the use of two Police personnel to cross patrons at School Street. MainStreet will reimburse the Village for this cost. Village Staff will do a "walking" check the week of the event to identify any safety concerns.

MainStreet is required to obtain State of Illinois Special Event Retailer's Liquor Licenses for the participating businesses who do not have an existing Liquor License. The annual MSL event has been very successful, and the Village Staff recommends Village Board approval of the event and banner request, subject to MSL obtaining a State of Illinois Liquor License and providing the Village with a certificate of insurance and special events agreement. Four positive votes are required for approval.

RESOLUTION NO. 17-R-

A RESOLUTION TO APPROVE A REQUEST FOR AN EVENT
AND DISPLAY OF BANNER IN COOK PARK

WHEREAS, Main Street Libertyville has requested approval of their event Wine About Winter on February 18, 2017; and

WHEREAS, Main Street Libertyville has requested the display of a banner for the event Wine About Winter on February 18, 2017 the week prior to the event; and

WHEREAS, Main Street will obtain the appropriate State of Illinois Special Event Retailer's Liquor Licenses on behalf of the event following Village Board of Trustees approval.

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

SECTION 1: Recitals. The Village of Libertyville approves the Wine About Winter event on February 18, 2017 and the display of a banner in Cook Park the week prior to the event.

SECTION 2: Main Street will obtain the State of Illinois required Special Event Liquor Licenses for the event.

SECTION 3: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk



MainStreet Libertyville, Inc.

Preserving and Promoting Downtown Libertyville

A Great American MainStreet Award Winner

January 3, 2017

Mr. Christopher Clark, Village Mgr.
Village of Libertyville
118 W. Cook
Libertyville, Illinois 60048

Dear Chris:

MainStreet Libertyville is requesting approval for our upcoming Let's Wine About Winter event, held on Saturday, Feb. 18, 2017 from 1-4 pm. This event will take place throughout the downtown with participating shops/restaurants offering wine tasting. Participants will pick up their official tasting glass from one of four predetermined distribution sites.

MainStreet is requesting that a 3x12" banner be installed in Cook Park on the Monday before the event and removed the following Monday.

MainStreet is required to obtain State of Illinois Special Event Retailer's Liquor Licenses for the participating businesses who do not have an existing liquor license. We are requesting approval for the licenses and will supply the names of the participating businesses prior to the event.

We thank you for your continued support of our events. If you have any questions, please do not hesitate to contact me.

Sincerely yours,

Pam Hume,
Executive Director

158 East Cook Avenue
Libertyville, IL 60048
Phone (847) 680-0336
Fax (847) 680-0370
www.mainstreetlibertyville.org



VILLAGE OF LIBERTYVILLE SPECIAL EVENT AGREEMENT

MainStreet Libertyville is in agreement with the terms of the Village Board of Trustees approval for the annual Wine About Winter event to be held on February 18, 2017. The requirements for this event are outlined in MainStreet’s request and resulting Village Board approval on January 24, 2017. This includes meeting the requirements for providing verification of insurance requirements as provided by the Village of Libertyville no later than 30 days before the event.

To the fullest extent permitted by law, the undersigned hereby agrees to defend, indemnify and hold harmless the Village of Libertyville, its officials, agents and employees, against injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses (including attorneys fees), which may in anyway accrue against the Village of Libertyville, its officials, agents and employees, arising in whole or in part or in consequence of MainStreet Libertyville or which may in anyway result therefore, except that arising out of the sole legal cause of the Village of Libertyville, its officials, agents or employees. The undersigned shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Village of Libertyville, its officials, agents and employees, in any such action, the undersigned shall, at its own expense, satisfy and discharge the same.

The invalidity or unenforceability of any of the provisions hereof shall not affect the validity or enforceability of the remainder of this Agreement.

Agreed this _____ day of _____, 2017.

(Name of Vendor/Individual)

By: _____

Printed Name and Title



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of an Ordinance Declaring Surplus Property

Staff Recommendation: Approve Ordinance

Staff Contact: Paul Kendzior, P.E., C.F.M., Director of Public Works

Background: The attached Ordinance and exhibit lists Village personal property to be declared surplus. The personal property listed in Exhibit A is proposed to be sold at auction through GovDeals, an online government surplus auction site. The listing includes a 12.5% premium cost which is passed along to the buyer in excess of the final auction purchase price.

Staff recommends approving the attached Ordinance to surplus this Village property. In order to be approved, the Ordinance requires a positive vote of a majority of the corporate authorities holding office. Consequently, four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 17-O-___

AN ORDINANCE AUTHORIZING THE SALE OF
PERSONAL PROPERTY OWNED BY THE
VILLAGE OF LIBERTYVILLE

Adopted by the
President and Board of Trustees
of
the Village of Libertyville
Lake County, Illinois
this ____ day of _____, 2017

Published in pamphlet form by direction
and authority of the Village of Libertyville
Lake County, Illinois
this ____ day of _____, 2017

VILLAGE OF LIBERTYVILLE
ORDINANCE 17 -O- _____

AN ORDINANCE AUTHORIZING THE SALE OF
PERSONAL PROPERTY OWNED BY THE
VILLAGE OF LIBERTYVILLE

WHEREAS, in the opinion of the Corporate Authorities of the Village of Libertyville, it is no longer necessary or useful, or for the best interest of, the Village of Libertyville to retain ownership of the personal property described in Exhibit A and attached hereto and collectively referred hereinafter as (the "Personal Property"); and

WHEREAS, it has been determined by the President and Board of Trustees of the Village of Libertyville to sell said Personal Property in such manner determined by the Village Administrator, with or without advertising the sale;

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

Section One: Recitals. The foregoing recitals are hereby incorporated herein as fully set forth.

Section Two: Sale of Personal Property. Pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the President and Board of Trustees of the Village of Libertyville hereby find that the Personal Property now owned by the Village of Libertyville is no longer necessary or useful to the Village of Libertyville and the best interests of the Village of Libertyville will be served by its sale.

Section Three: Authorization of Sale. Pursuant to said statute, the Village Administrator is hereby authorized and directed to sell the Personal Property now owned by the Village of Libertyville in such a manner determined by the Village Administrator, with or without advertising the sale.

Section Four: Transfer of Title. Upon payment of the full price, the Village Administrator is hereby authorized and directed to convey and transfer title to the Personal Property to the successful purchaser thereof.

Section Five: Agreement for Sale. The Village Administrator is hereby authorized to and may direct Village Staff to sell Personal Property listed in Exhibit A at auction.

Section Seven: Effective Date. This ordinance shall be in full force and effect from and after its passage and provided by law.

PASSED this _____ day of _____, 2017

AYES:

NAYS:

ABSENT:

APPROVED this: _____ day of _____, 2017

ATTEST:

Terry Wepler, Village President

Sally Kowal, Village Clerk

Exhibit A

<u>Unit#</u>	<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN</u>	<u>Department</u>
#15	2002	Ford	Explorer	1FMZU72E32ZC33796	Police
#21	2008	Ford	Crown Victoria	2FAHP71V08X180407	Police



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Authorize the Execution of an Agreement to Purchase Electricity - NIMEC

Staff Recommendation: Approve

Staff Contact: Kelly A. Amidei, Deputy Village Administrator

Background: In November 2006, the Village joined the Northeastern Illinois Municipal Electric Cooperative (NIMEC) along with over 150 other municipal entities. Joining NIMEC provided the Village with an opportunity to purchase electric power at a more competitive price.

The Village purchases this electricity mainly for large electrical users such as the Sports Complex, Water and Wastewater plants and received favorable results. NIMEC plans to bid for new rates between February and April 2017. When the bids are opened the Village will have to determine within 24 hours to accept or decline the bid rate. Staff is seeking authorization to make that decision and execute a contract.

Staff recommends that the Village Board authorize the Village Administrator to execute an agreement for the purchase of electricity from the bid results if the rates are favorable. Once the rates are accepted, a contract will be presented to the Village Board for ratification. Four positive votes are required for approval.

RESOLUTION NO. 17 - R-____

A RESOLUTION AUTHORIZING THE PARTICIPATION IN THE NORTHERN ILLINOIS MUNICIPAL ELECTRIC COLLABORATIVE (NIMEC) AND AUTHORIZING THE VILLAGE ADMINISTRATOR OR DEPUTY VILLAGE ADMINISTRATOR TO APPROVE A CONTRACT WITH THE LOWEST COST ELECTRICITY PROVIDER FOR A PERIOD UP TO 36 MONTHS

WHEREAS the Village of Libertyville ("The Village") is a municipality in accordance with the Constitution of the State of Illinois of 1970; and,

WHEREAS, on January 2, 2007, the State of Illinois implemented a plan to deregulate Commonwealth Edison; and,

WHEREAS, as a result of this deregulation, electricity may be purchased based on market price and Commonwealth Edison will no longer be the sole supplier of electricity in northern Illinois, resulting in new electricity suppliers being able to compete against Commonwealth Edison, and competitive market forces dictating the price of electricity; and,

WHEREAS, the Village of Libertyville has selected the Northern Illinois Municipal Electric Collaborative (NIMEC) to serve as the Village's broker relative to the acquisition of electrical energy for Village facilities, due to NIMEC's municipal experience and the fact that NIMEC is the largest municipal Collaborative in northern Illinois which will be aggregating the energy needs of 150 government members of the Collaborative in order to secure more competitive pricing based in higher volumes than can be provided individually to a single municipality; and,

WHEREAS, the amount of compensation that NIMEC receives, if the Village chooses the NIMEC electricity supplier, is included in the electricity prices supplied by NIMEC, so there will be no direct payment made to NIMEC by the Village; and,

WHEREAS the Village has been working with NIMEC since 2008, and the Village has enjoyed a good working relationship with NIMEC; and

WHEREAS, Commonwealth Edison will no longer offer a fixed energy rate for large or medium sized commercial accounts and would instead charge based on a floating hourly rate and the Village desires to enter the market to secure a fixed rate, up to 36 months in term.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE VILLAGE OF LIBERTYVILLE, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

- Section 1.** That the Northern Illinois Municipal Electric Collaborative (NIMEC) has been appointed the Village's broker for purposes of obtaining an electricity supply for the Village's municipal needs.
- Section 2.** That the Village Administrator or Deputy Village Administrator is authorized to negotiate energy rates directly with suppliers in an effort to secure lower energy costs.
- Section 3.** That in light of the time constraints and procedures required, applicable to the acceptance of a competitive bid for a supply of electricity, once the bids are received by NIMEC, the Village Administrator or Deputy Village Administrator is hereby authorized to sign the contract with the most optimal bidder, with the Mayor being hereby directed to place said contract on the first available Village Board regular meeting following the execution thereof by the Mayor, for ratification by the Village Board.
- Section 4.** That the Village Administrator or Deputy Village Administrator is authorized to name the Finance Director as the Village Administrator or Deputy Village Administrator's designee in matters concerning the bid.
- Section 5:** The Resolution shall be in full force and effect from and after its passage, approval, and publication in pamphlet form, as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: **REPORT OF THE APPEARANCE REVIEW COMMISSION**
January 16, 2017

Appearance Review Commission
Recommendation: Approve.

Staff Contact: John P. Spoden, Director of Community Development

Background: The Appearance Review Commission (ARC) met on January 16, 2017, and reviewed four (4) items that require Village Board approval.

The items heard at the January 16, 2017, meeting include:

1. **1809 N. Milwaukee Avenue (QT Sign, Inc., Authorized Agent for John Graham)**

Request is for approval of new signage.

Commissioner Seneczko made a motion, seconded by Commissioner Meyer, to recommend the Village Board of Trustees approve the application for new signage at 1809 N. Milwaukee Avenue, in accordance with the plans submitted.

Motion carried 3 - 0.

2. **101 Rockland Road (Sergio Casillas, Authorized Agent for Dos Amigos)**

Request is for approval of new signage.

Commissioner Meyer made a motion, seconded by Commissioner Seneczko, to recommend the Village Board of Trustees approve the application for new signage at 101 Rockland Road, in accordance with the plans submitted.

Motion carried 3 - 0.

3. **115 Lake Street (Manchester Square, Applicant)**

Request is for approval of new lighting and exterior elements.

Village Board Agenda Supplement
Page 2 of 2

Commissioner Meyer made a motion, seconded by Commissioner Seneczko, to recommend the Village Board of Trustees approve the application for new lighting and exterior elements at 115 Lake Street, in accordance with the plans submitted.

Motion carried 3 - 0.

4. 118 W. Cook Avenue (Village of Libertyville, Applicant)

Request is for approval of new signage.

Commissioner Seneczko made a motion, seconded by Commissioner Meyer, to recommend the Village Board of Trustees approve the application for new signage at 118 W. Cook Avenue, in accordance with the plans submitted.

Motion carried 3 - 0.

REPORT OF THE APPEARANCE REVIEW COMMISSION

January 16, 2017

**ARC 16-71 QT Sign, Inc., Authorized Agent for John Graham
1809 N. Milwaukee Avenue**

Request is for approval of new signage.

Mr. Rob Freedman, representative to Motel 6, stated the monument sign is changing the existing cabinet displaying a "Days Inn" sign with a "Motel 6" sign. Mr. Freedman stated they will be taking the existing "Days Inn" wall sign down and will not be replacing it. Mr. Freedman stated the company does have an easement to keep the existing monument sign on the BP Gas Station property, and reiterated they are just changing out the sign cabinet.

Commissioner Seneczko made a motion, seconded by Commissioner Meyer, to recommend the Village Board of Trustees approve the application for new signage at 1809 N. Milwaukee Avenue, in accordance with the plans submitted.

Motion carried 3 - 0.

**ARC 17-02 Sergio Casillas, Authorized Agent for Dos Amigos
101 Rockland Road**

Request is for approval of new signage.

Mr. Sergio Casillas, representative for Dos Amigos, presented the proposed signage at 101 Rockland Road. Mr. Casillas stated he is changing the existing cabinet in the monument sign with "Mexican Restaurant" and the existing cabinet above the business with their design.

Chairman Robbins reminded Mr. Casillas to have an opaque background so the letters and logos are the only items shining through the sign.

Commissioner Meyer made a motion, seconded by Commissioner Seneczko, to recommend the Village Board of Trustees approve the application for new signage at 101 Rockland Road, in accordance with the plans submitted.

Motion carried 3 - 0.

**ARC 17-04 Manchester Square LLC, Applicant
115 Lake Street**

Request is for approval of new lighting and exterior elements.

Mr. Mark Heffron, CEDARst Developer and applicant, presented new lighting and exterior elements for 115 Lake Street. Mr. Heffron stated that Manchester Square has a number of conditions open they are trying to close out. Mr. Heffron stated he will go through the conditions one-by-one and requests the Commission stop him with any questions.

Report of the Appearance Review Commission
Page 2 of 3

Mr. Heffron stated the first condition included reinstalling the four (4) original garage lights at the garage door locations in the roundabout area off of Lake Street. Mr. Heffron stated it has been determined the bottom of these fixtures will be about 73", but because these lights are not in pedestrian walkways, it is understood these lights will be slightly lower than the code required 80".

Commissioner Seneczko questioned where the lights will be located. Mr. Heffron referred to a diagram to show the Commission the location of the lights.

Mr. Heffron stated the second condition included reinstalling the two (2) lights at each pier near the roundabout entrance on Lake Street. Mr. Heffron stated the lights will be reinstalled to the original condition and installed in an up position to keep the light at the 80" threshold.

Commissioner Seneczko confirmed these lights will be at or above 80". Mr. Heffron confirmed these lights will be above the 80" threshold.

Mr. Heffron stated the third condition included the landscaping elements in the Artist Alley. Mr. Heffron stated the previous plan was conceptual and his team did not confirm their design with Jeff Lovinger or the gas company. Mr. Heffron stated the new proposal includes a custom 8" wide horizontal planter, with a steel frame and stacked boxes, attaching to the Manchester building. Mr. Heffron stated vines will move up the planter and connections will be made to increase the stability.

Mr. Heffron stated he has received comments from Staff regarding the eye sore in the project is the visibility of the gas meters. Mr. Heffron stated the fourth condition included a screened planter on casters in front of the gas meters, making it moveable for the gas company.

Mr. Heffron stated the fifth and final condition is in regards to the light fixtures and string lights. Mr. Heffron stated the string lights were supposed to be the sole source of light for the alley initially. Mr. Heffron mentioned he received feedback regarding the scale of the fixtures on the wall is important. Mr. Heffron stated the light fixtures on the west side of the alleyway pose a problem because they are below the code required 80" height. As a solution, Mr. Heffron stated his team will reinstall the five (5) light fixtures on the east side of the alleyway, closest to Milwaukee Avenue, as the awning acts as a natural break. Mr. Heffron stated the light fixtures will have a small illumination range, as the overhead string lights will act as the primary lighting for the area.

Commissioner Seneczko asked for clarification on which light fixtures will be below 80". Mr. Heffron stated the only light fixtures below 80" are the four (4) fixtures near the garage in the roundabout off of Lake Street.

Commissioner Seneczko asked if the 80" height rule was an ADA rule or a Village Code rule. Chairman Robbins stated it is an ADA rule and he believes it is also in the Village Building Code.

Chairman Robbins stated the fundamental problem stems from the previous owner, Mr. Tremont.

Report of the Appearance Review Commission

Page 3 of 3

Chairman Robbins asked how the junction boxes on the west side of the awnings will be capped. Mr. Heffron stated capping the junction boxes is the least of his concerns, but will find an oversized plate.

Commissioner Seneczko stated a way to get around the 80" height rule for the ADA compliance is to have a permanent object on the ground at the bottom of the light, so handicapped citizens know an obstruction is ahead. Mr. Heffron acknowledged Commissioner Seneczko's remark and stated they enjoy the flexibility of having movable planters for the various events that will occur in the alleyway.

Commissioner Meyer made a motion, seconded by Commissioner Seneczko, to recommend the Village Board of Trustees approve the application for new lighting and exterior elements at 115 Lake Street, in accordance with the plans submitted.

Motion carried 3 - 0.

**ARC 17-07 Village of Libertyville, Applicant
118 W Cook Avenue**

Request is for approval of new signage.

Mr. Chris Sandine, representative for the Village of Libertyville, proposed new signage for 118 W Cook Avenue. Mr. Sandine stated the proposed sign is in honor of Mr. Kevin Bowens, who recently retired from the Village Administrator position after 25 years. Mr. Sandine stated the location of the monument sign will be located five (5) feet from the property line in the landscaped area near the flagpole.

Commissioner Seneczko made a motion, seconded by Commissioner Meyer, to recommend the Village Board of Trustees approve the application for new signage at 118 W. Cook Avenue, in accordance with the plans submitted.

Motion carried 3 - 0.



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution Authorizing the Sale of the Golf Learning Center and Family Entertainment Center as Surplus Property – 1800 & 1850 N US Highway 45

Staff Recommendation: Approve

Staff Contact: Christopher D. Clark, Village Administrator
David Pardys, Village Attorney

Background: Due to lower than anticipated revenues generated by the Family Entertainment Center (FEC), a miniature golf course located at the intersection of Peterson Rd & US Highway 45, the President and Village Board directed staff to take necessary steps to consider its sale in 2006. At that time, the Board adopted Resolution 06-R-62, declaring the FEC to be surplus property and authorizing the retention of a real estate agent to market the property. With the downturn in the economy, the property was taken off the market. In 2012, the Village Board entered an agreement with Aloha Falls, LLC to lease the FEC. The lease term was extended to October 31, 2017, and included a provision that the Village could terminate the lease agreement upon 90 days notice if there was a contract for the sale of the property.

The Golf Learning Center (GLC)/Driving Range has similarly seen lower than expected revenues and public utilization, in part due to a national trend of decreased golf activity. The need for capital investment limits the operation of the GLC at this time as a revenue generator.

The attached resolution designates the approximately 31 acres containing both the FEC and GLC, as surplus property and authorizes the Village Administrator to take such steps as are necessary to secure a contract for the sale of the property at a price which is not less than 80% of its appraised value. Village Staff has negotiated the terms of an exclusive listing agreement with CBRE, Inc for the sale of the property. Any contract for sale will be submitted to the Village Board for its consideration and approval at a future meeting.

Staff recommends that the Village Board approve the attached resolution. To approve, a concurrence of two-thirds of the corporate authorities is required. Consequently, five positive votes are required for approval.

RESOLUTION 17-R-

**A RESOLUTION AUTHORIZING THE SALE OF SURPLUS PROPERTY
OWNED BY THE VILLAGE OF LIBERTYVILLE**

WHEREAS, the Village of Libertyville ("Village") is the owner of a parcel of property consisting of a total area of approximately 31.50 acres (the "Subject Property"). The property is identified as "Area A" and "Area B" as depicted in the "South Parcel Plat Exhibit" prepared by Manhard Consulting and dated July 2, 2009, a true and correct copy of which is attached hereto and made a part hereof as Exhibit A.

WHEREAS, Area A consists of a golf driving range and associated building and land and has been referred to as the Golf Learning Center ("the GLC"); and

WHEREAS, Area B consists of a miniature golf course, associated building and land and has been referred to as the Family Entertainment Center (the "FEC"); and

WHEREAS, due to lack of public utilization and inadequacy of financial performance the Village Board adopted resolution 06-R-62, declaring the FEC as surplus property and directing the sale of the FEC (the "Resolution") ; and

WHEREAS, following the adoption of the Resolution, the Village approved a lease agreement with Aloha Falls, LLC ("Aloha Falls") which allowed Aloha Falls to operate the miniature golf course and associated building during such time as the Village continued to market the sale of the FEC;

WHEREAS, the GLC has also failed to meet projections for financial performance and has been underutilized by the public and has been impacted by the unavailability of replacement parts for the automated tees utilized at the GLC; and

WHEREAS, based upon the financial performance and limited public utilization of the Subject Property, the President and Board of Trustees of the Village of Libertyville have found and determined that the Subject Property is no longer necessary or useful to the Village of Libertyville, and that the best interests of the Village of Libertyville will be served by its sale; and

WHEREAS, an appraisal has been performed by Collins Real Estate Advisors, LLC, a State of Illinois certified or licensed real estate appraiser (the "Appraisal"). Said Appraisal shall be available for public inspection at the Office of the Clerk of the Village of Libertyville at 118 W. Cook, Libertyville, Illinois; and

WHEREAS the President and Board of Trustees have determined that it is in the best interests of the Village to retain the services of CBRE, Inc. ("CBRE) to assist the Village with the sale of the Subject Property, and to be compensated in the amount of 4.5% of the total purchase price for the Subject Property (5%, in the event that a Cooperating Broker is involved in the sale); and

WHEREAS, the Village is authorized to sell the Subject Property pursuant to 65 ILCS 5/11-76-4.1.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LIBERTYVILLE, COUNTY OF LAKE, STATE OF ILLINOIS AS FOLLOWS:

Section One: Recitals. The foregoing recitals are hereby incorporated herein as if fully set forth herein..

Section Two: Authorize Contract for the Sale of the Subject Property. The Village Administrator is authorized to take such steps as he deems necessary and appropriate to secure a contract for the sale of the Subject Property for a price which is not less than 80% of the appraised value, as reflected in the Appraisal, including but not limited to utilizing the services of CBRE, Inc. Any contract for the sale of the Subject Property shall be presented to the Village Board for approval.

Section Three: Publication. The Village Administrator is directed to publish this resolution in a newspaper of general circulation published in Village, or if none, in a newspaper published in Lake County Illinois and circulated in Libertyville.

Section Four: Effective Date. This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law, including the publication of this resolution in a local newspaper.

PASSED this ___ day of January, 2017

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of January, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally A. Kowal, Village Clerk



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution Approving Listing Agreement with CBRE, Inc. for the sale of the Golf Learning Center and Family Entertainment Center

Staff Recommendation: Approve

Staff Contact: Christopher D. Clark, Village Administrator
David Pardys, Village Attorney

Background: This resolution approves an exclusive listing agreement with CBRE, Inc. to allow CBRE to list, market and assist in the negotiation of the sale of the Golf Learning Center (GLC) and the Family Entertainment Center (FEC). The agreement provides for a commission to be paid to CBRE at the time of sale in the amount of 4.5% of the sale price of the property if by a direct sale and 5% in the event that a cooperating broker is involved in the transaction. The agreement further provides for a reduced commission in the event that the property is sold within the first 180 days if the purchaser is one of the parties identified by the Village as having previously expressed an interest in the property.

The Mayor and Staff interviewed a number of potential brokerage firms and determined that CBRE has extensive experience with the local retail, office and industrial markets, and therefore meets the qualifications necessary for the listing services. Staff supports approval of the proposed agreement.

To approve the resolution, the concurrence of a majority of the corporate authorities is required. Consequently four (4) positive votes are required for approval.

RESOLUTION 17-R

A RESOLUTION AUTHORIZING THE EXECUTION OF AN EXCLUSIVE LISTING AGREEMENT WITH CBRE, INC. FOR THE SALE OF THE GOLF LEARNING CENTER AND THE FAMILY ENTERTAINMENT CENTER

WHEREAS, the Village of Libertyville ("Village") is the owner of a parcel of property consisting of a total area of approximately 31.50 acres (the "Subject Property"). The property is identified as "Area A" and "Area B" as depicted in the "South Parcel Plat Exhibit" prepared by Manhard Consulting and dated July 2, 2009, a true and correct copy of which is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, pursuant to Village Board Resolution 17-R-____, the President and Village Board declared the Subject Property to be surplus property and authorized its sale as well as the retention of CBRE, Inc. to serve as the exclusive listing agent for the sale of the property; and

WHEREAS the President and Board of Trustees have determined that it is in the best interests of the Village to execute an agreement with CBRE, Inc, in substantially the form attached hereto as Exhibit B, to serve as the exclusive listing agent for the Subject Property.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LIBERTYVILLE, COUNTY OF LAKE, STATE OF ILLINOIS AS FOLLOWS:

Section One: Recitals. The foregoing recitals are hereby incorporated herein as if fully set forth herein.

Section Two: Authorize Contract for the Sale of the Subject Property. The Village Administrator is hereby authorized to execute the exclusive listing agreement with CBRE, Inc. for the sale of the Golf Learning and the Family Entertainment Center, in substantially the form attached hereto and made a part hereof as Exhibit B.

Section Four: Effective Date. This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this ___ day of January, 2017

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of January, 2017.

Terry L. Weppeler, Village President

ATTEST:

Sally A. Kowal, Village Clerk



January 17, 2017

Re: *Exclusive Sales Listing Agreement
±30 acres located at the NEC Peterson & Route 45, Libertyville, IL ("Property")*

Dear _____:

Thank you for selecting CBRE, Inc. ("CBRE") to represent the Village of Libertyville ("Village"). The terms of our engagement are contained in this agreement ("Agreement").

1. This Agreement shall terminate one year after the execution date ("Term").
2. During the Term, the Village appoints CBRE as the Village's exclusive agent with the right to list and market the Property for sale and to negotiate agreements for the sale of the Property (which includes portions thereof).
3. We will commit the appropriate number of qualified and licensed professionals to this engagement. The Village's "Listing Team" is comprised of Matt Ishikawa, First Vice President, Brian Buckingham, First Vice President and Ryan Bain, Senior Vice President. CBRE has the right to change members of the Listing Team as necessary and appropriate, with written Village approval.
4. CBRE will offer the Property at an initial listing price of \$12,500,000. However, it is the Village's right to: (a) approve, modify, reject or disapprove any and all proposals and offers as well as any prospective purchasers for the Property and (b) adjust the terms and conditions of any offer made, including but not limited to, adjusting the Property's listing price.
5. CBRE will work with the Village to create and implement a sales strategy for the Property, including preparation of appropriate and customary marketing materials (such as an offering brochure, property information packet, etc). In developing the strategy, the Listing Team will rely on (without requirement to verify) any information provided by the Village, its agents, affiliates and/or any of the Property's managers. However, no written marketing materials will be issued without the Village's prior written approval. The Village will not be obligated to reimburse CBRE's for out-of-pocket marketing expenses
6. The success of this engagement relies, in part, on cooperation and communication between parties. Therefore, the Village agrees to: (i) provide the Listing Team with all available information to assist in marketing the Property; (ii) immediately refer all purchase inquiries for the Property; and (iii) conduct all negotiations with prospective purchasers exclusively through the Listing Team.
7. The Village represents that it is either the fee owner of or otherwise has control over the Property. The Village further represents that it has have full authority to enter into this Agreement without violating anyone else's rights, or any other agreements or contractual obligations.

8. Unless directed otherwise, CBRE, shall at a minimum, provide the following services: (a) accept delivery of and present all offers and counteroffers to buy, sell, or lease the property; (b) assist the Village in developing, communicating, negotiating, and presenting offers, counteroffers, and notices that relate to the offers and counteroffers until a lease or purchase agreement is signed and all contingencies are satisfied or waived; and (c) answer the Village's questions relating to the offers, counteroffers, notices, and contingencies.
9. The Village and/or its legal counsel are solely responsible for determining the legal sufficiency of the documents related to this engagement and the tax consequences of any transaction. The Village is also responsible for evaluating any offers and determining with whom it will negotiate or enter into a transaction. While CBRE may assist in gathering reasonably available information, it cannot represent or warrant the creditworthiness of any prospect and/or their ability to satisfy their obligations under a purchase agreement. All final business and legal decisions shall be made solely by the Village. Notwithstanding any designation of CBRE as "agent" in this Agreement, CBRE will have no right, power, or authority to enter into any agreement with any prospective purchaser, real estate broker, or any other person in the name of, on behalf of, or otherwise binding upon the Village.
10. CBRE will earn (and the Village agrees to pay) a commission in accordance with this Agreement and the attached Commission Schedule (Exhibit "I") if either of the following occur:
 - (a) during the Term, the Village sells the Property to a purchaser, whether procured by CBRE, Village or anyone else; or
 - (b) within one hundred twenty (120) days after the expiration of the Term or after the Agreement otherwise terminates (the "Post-Term"), the Property is sold to, or negotiations continue, resume or commence and thereafter continue leading to an executed contract for sale of the Property within the 120 day period, to any person or entity (including his/her/its successors, assigns or affiliates) with whom, during the Term, CBRE either negotiated (either directly or through another broker or agent) or to whom the Property was submitted during the Term ("Existing Prospect"). You agree that CBRE is authorized to continue negotiations with Existing Prospects, and we will submit to you a list of such Existing Prospects no later than fifteen (15) business days following the expiration or termination of the Term; provided, however, that if a written offer has been submitted prior to said expiration or termination date, then it shall not be necessary to include the offeror's name on the list.
11. The Village agrees that CBRE is authorized to cooperate with and, if appropriate, share its commission with "Cooperating Brokers" (such as a broker representing a purchaser). CBRE will be responsible for paying the fee or commission due to the Cooperating Broker (if any) provided the Cooperating Broker: (i) represents the prospective purchaser pursuant to a written agreement, a copy of which is furnished to prior to the execution of the transaction; (ii) is properly licensed; and (iii) executes and delivers an acceptable cooperating brokerage agreement.
12. If the Village leases the Property to anyone during the Term or Post-Term, you agree to pay CBRE a lease commission in accordance with Exhibit I, this excludes any existing leases in place with Aloha Falls.
13. The Listing Team is the designated agents to the exclusion of all of CBRE's other licensees. All other CBRE licensees shall be referred to as "Non-Listing Team Agents" and shall not be considered Cooperating Brokers for purposes of determining the commission set forth in Schedule A. Village acknowledges that CBRE is an international brokerage firm and may represent prospective buyers. Village agrees that CBRE's representation of such prospective buyers by Non-Listing Team Agents shall not result in dual agency. As noted above, CBRE understands and agrees that the Listing Team owes the Village a duty of trust, confidence and loyalty and as such, shall not disclose confidential information to prospective buyers or their agents, even if

represented by Non-Listing Team Agents. Village agrees that the Non-Listing Team Agents owe their clients a duty of trust, confidence and loyalty and shall not disclose their client's confidential information to the Village or to the Listing Team. In the event that the Listing Team, or any member thereof, has a potential conflict of interest (such as a Listing Team member proposing to act for a potential buyer), then CBRE will disclose the conflict to the Village and obtain the Village's written consent to waive the conflict in advance of any negotiations with that potential buyer.

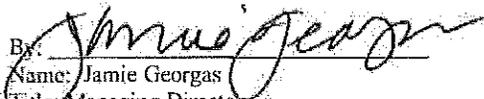
14. Questions regarding environmental and zoning issues may arise during the course of our representation. CBRE is not obligated to perform, and has not made any investigation of the physical conditions or zoning issues relating to the Property. The Village agrees to disclose to CBRE and allow disclosure to prospective purchasers everything known (after reasonable inquiry to the Village) regarding present and future property issues including, but not limited to, structural, mechanical, hazardous materials, zoning and environmental matters affecting the Property and/or the Property's condition.
15. While CBRE is confident that our relationship will be mutually satisfactory, if there is a dispute between the parties of this agreement, then it is agreed to resolve it subject to the following:
 - (a) if either party institutes a legal proceeding against the other party relating to this Agreement, the prevailing party shall recover from the non-prevailing party all of its (i) reasonable attorneys' fees and costs, (ii) expert-related fees and costs and (iii) other related expenses. No party will be entitled to punitive, special and/or consequential damages, and we each waive all rights to and claims for relief other than for compensatory damages; and
 - (b) **WHERE PERMITTED BY LAW, WE EACH KNOWINGLY AGREE TO WAIVE ANY AND ALL RIGHTS TO HAVE A DISPUTE ON ANY MATTER RELATING TO, OR ARISING FROM THIS AGREEMENT DETERMINED BY A JURY.**
16. The Village and CBRE agree to comply with all applicable laws, regulations, codes, ordinances and administrative orders. Further, both parties acknowledge that: (a) it is illegal to refuse to display or lease or sell to or from any person because of one's membership in a protected class, e.g.: race, color, religion, national origin, sex, ancestry, age, marital status, physical or mental handicap, familial status or any other class protected by applicable law and (b) the Property will be offered in compliance with all applicable anti-discrimination laws.
17. Both parties acknowledge that it is illegal for either to refuse to display or sell to any person because of one's membership in a protected class, e.g., race, color, religion, national origin, sex, ancestry, age, marital status, physical or mental handicap, familial status, or any other class protected by Article 3 of the Illinois Human Rights Act and the Property will be offered in compliance with all applicable anti-discrimination laws
18. This Agreement is the entire agreement and supersedes all prior understandings between the parties regarding this engagement and is governed by the laws of the state where the Property is located, without regard to its conflict of laws principles. This Agreement will be binding and inure to the benefit of our lawful representatives, heirs, successors, designees and assignees. It may not be altered or terminated except in a writing signed by both the Village and CBRE. Neither party's failure to exercise any of its rights under this Agreement will relieve the other party of its obligations hereunder. Nothing herein is or may be deemed a waiver or full statement of any of our rights or remedies, whether at law or in equity, all of which are expressly reserved. If any provision of this Agreement is unenforceable or void under applicable law, the remaining provisions will continue to be binding. This Agreement and the rights, interests or obligations created hereunder will not be assigned by either of the parties without the prior written consent of the other party. The parties agree that both participated in the negotiation and drafting of this

Agreement. The Village acknowledges that the person signing this Agreement has your full authority to execute it. This Agreement will be binding whether signatures are exchanged electronically or by hand, by mail, by fax, by electronic transfer or image, by photocopy or in counterparts.

Thank you again for this opportunity. We look forward to working with you.

Very truly yours,

CBRE, Inc.
Licensed Real Estate Broker

By: 
Name: Jamie Georgas
Title: Managing Director
Date: 1/17/17

AGREED:

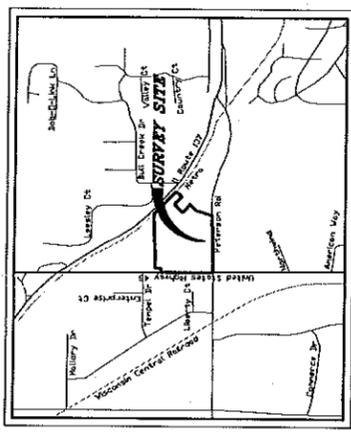
By: _____
Name: Terry L. Wepler
Title: Mayor
Date: _____

EXHIBIT I – Commission Schedule

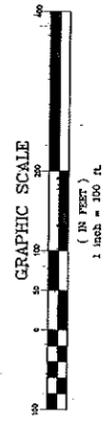
- A. **Sale.** As to sales of real property, CBRE's commission shall be four and a half percent (4.5%) if it is a "direct" deal with no Cooperating Broker involved. If a Cooperating Broker is involved the commission shall be five percent (5%) of the gross sales price. It is agreed and understood that Non-Listing Team Agents shall not be considered Cooperating Brokers for purposes of this commission schedule. Gross sales price shall include any and all consideration received or receivable, in whatever form, including but not limited to assumption or release of existing liabilities. The commission shall be earned and paid on the date title to the Property is transferred to the purchaser; provided, however, that if the transaction involves an installment contract, then payment shall be made upon execution of such contract. In the event the Village contributes or conveys the Property or any interest therein to a corporation, joint venture, partnership, or other business entity, the commission shall be calculated on the fair market value of the Property or the portion thereof that is so transferred, and shall be earned and paid at the time of the contribution or transfer.
- B. **Exclusions:** If any of the following parties ("Excluded Parties") and the Village fully execute a contract within the first 90 days of this Listing Agreement execution, then the commission to CBRE shall be two (2%) of the gross purchase price, paid at closing. If a contract is executed within 91 to 180 days of Listing Agreement execution the commission shall be three percent (3%) of the gross purchase price, paid at closing. If a contract is executed after 181 days of Listing Agreement execution the full fee described above shall apply. CBRE will not offer a cooperating commission of this reduced fee is used, but the Village will not be asked to pay any additional fee to compensate such cooperating broker, if there is one.

1. **Definitions.** Under this Agreement the terms "sell," "sale" or "sold" shall mean: (a) an exchange of the Property; (b) the granting of an option to purchase the Property; or (c) any other transfer, conveyance or contribution of a controlling interest in the Property
2. **Option to Purchase.** If the Village grants an option to purchase the Property, the Village agrees to pay CBRE a commission in accordance with this Commission Schedule, on the price paid for the option and for any extensions when payment is received for any such option and/or extensions. If the option is exercised, whether during the Term or after, CBRE will earn a further commission in accordance with this Agreement. Notwithstanding the foregoing, to the extent that all or part of the price paid for the option or any extension thereof is applied to the sales price of the Property, then any commission previously paid by Village to CBRE on account of the option payments will be credited against the commission payable on account of the exercise of the option.

SOUTH PARCEL PLAT EXHIBIT



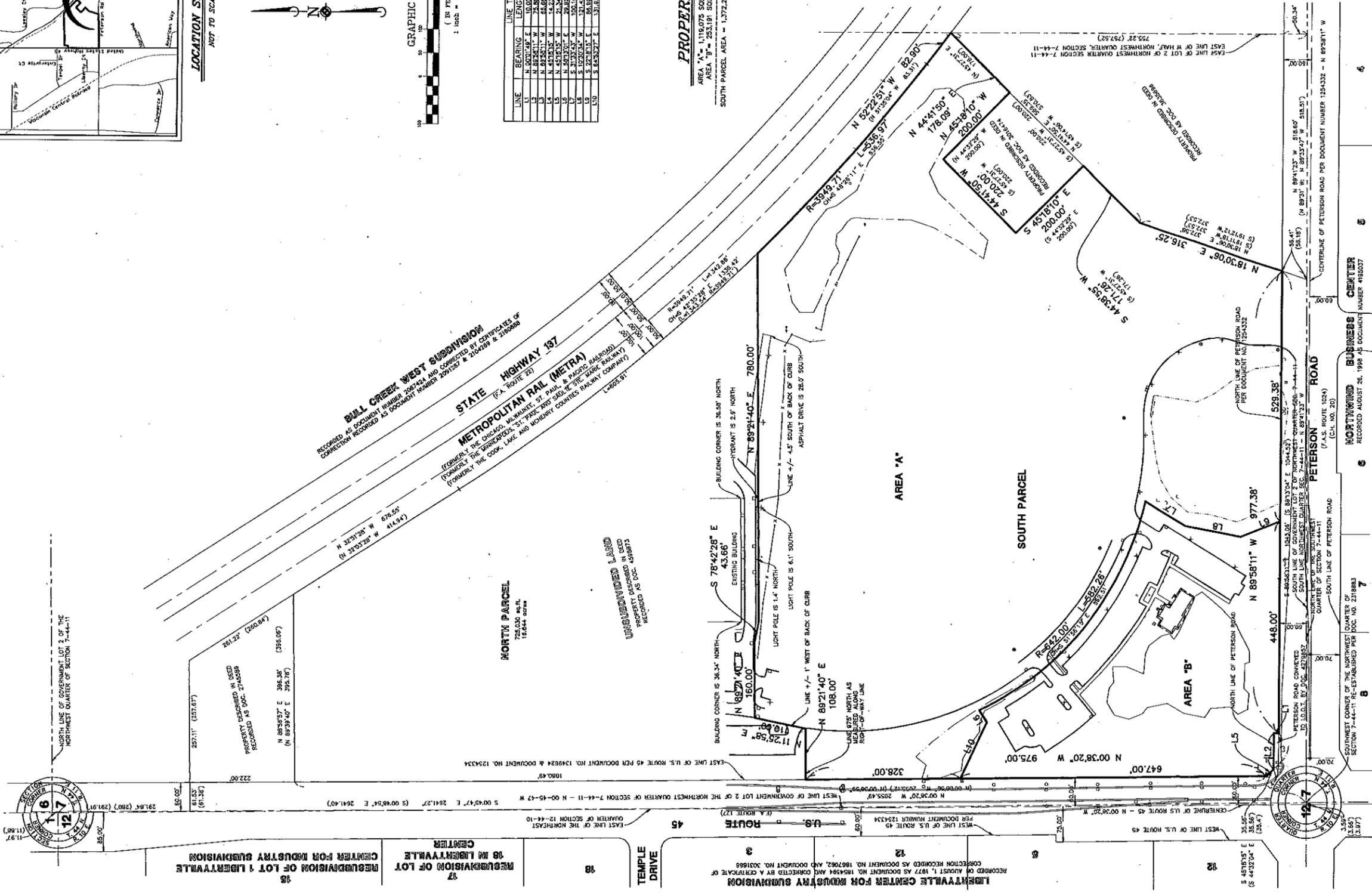
LOCATION SKETCH
NOT TO SCALE



LINE	BEARING	LENGTH	RECORD
L1	N 0°00'46" E	10.00'	(6.0000047' D) (10.00)
L2	N 89°21'40" W	75.80'	(0.895933' W) (75.80)
L3	N 89°21'40" W	55.80'	(0.895933' W) (55.80)
L4	N 44°41'50" E	21.24'	(0.451810' W) (14.22)
L5	N 89°21'40" W	20.82'	
L6	S 3°35'52" W	100.00'	
L7	S 3°35'52" W	100.00'	
L8	S 3°35'52" W	100.00'	
L9	S 3°35'52" W	100.00'	
L10	S 84°52'27" E	33.82'	

PROPERTY AREA

AREA "A" = 1,119,075 SQUARE FEET (25.890 ACRES)
 AREA "B" = 253,181 SQUARE FEET (5.812 ACRES)
 SOUTH PARCEL AREA = 1,372,256 SQUARE FEET (31.502 ACRES)



LINE	BEARING	LENGTH	RECORD
L1	N 0°00'46" E	10.00'	(6.0000047' D) (10.00)
L2	N 89°21'40" W	75.80'	(0.895933' W) (75.80)
L3	N 89°21'40" W	55.80'	(0.895933' W) (55.80)
L4	N 44°41'50" E	21.24'	(0.451810' W) (14.22)
L5	N 89°21'40" W	20.82'	
L6	S 3°35'52" W	100.00'	
L7	S 3°35'52" W	100.00'	
L8	S 3°35'52" W	100.00'	
L9	S 3°35'52" W	100.00'	
L10	S 84°52'27" E	33.82'	

Manhard CONSULTING LTD.
 200 Madison Ave., Suite 1800, Libertyville, IL 60069
 Civil Engineers • Surveyors • Water Resources Engineers • Wetland & Wetland-Related Engineering
 Construction Managers • Environmental Engineers • Landscape Architects • Planners

NE CORNER OF ROUTE 45 AND PETERSON ROAD
LIBERTYVILLE, ILLINOIS
SOUTH PARCEL PLAT EXHIBIT

DATE	11/11/09
DRAWN BY	JLD
CHECKED BY	JLD
SCALE	1" = 100'
SHEET	1 of 1
PROJECT NO.	061039



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Approve Amendment No. 1 for 2016 Construction Materials Testing Services

Staff Recommendation: Approve

Staff Contact: Paul Kendzior, P.E., C.F.M., Director of Public Works

Background: On May 26, 2015, the Village Board awarded the contract for the 2016 Construction Materials Testing Services, which also included pavement cores, to Rubino Engineering, Inc. in the amount of \$23,553.00 for the 2016 Road Rehabilitation Program. Funding for the material testing services has been provided in the Road Improvement Fund. In order to take advantage of competitive contractor bids, three change orders to the construction contract were approved, which also resulted in additional streets for materials testing. The additional streets included Pond Ridge Road, North Dymond Road, the east half of Oaks Subdivision and the Fire Station No. 2 parking lot. The addition of these streets required additional pavement cores and material testing, from the approved contractor Rubino Engineering, Inc. for the amount of \$14,282.25. Funds are available in the Road Improvement Fund for this additional work.

Staff recommends the adoption of the attached resolution to approve Amendment No. 1 for the construction materials testing services contract. Four positive votes are required for approval.

RESOLUTION 17-R- _____

A RESOLUTION APPROVING
AMENDMENT NO. 1 TO THE CONTRACT
BETWEEN THE VILLAGE OF LIBERTYVILLE AND
RUBINO ENGINEERING, INC.

WHEREAS, the Village of Libertyville entered into a certain contract with Rubino Engineering, Inc. for the 2016 Construction Materials Testing Services which was approved by the President and Village Board of Trustees on May 26, 2015, and

WHEREAS, the Village has realized additional funding to perform additional work; and

WHEREAS, the Board of Trustees of the Village of Libertyville has determined that the circumstances said to necessitate the foregoing changes are germane to the original contract signed and the change order is in the best interest of the Village of Libertyville and authorized by law;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE VILLAGE OF LIBERTYVILLE, COUNTY OF LAKE AND STATE OF ILLINOIS, AS FOLLOWS:

Section 1. The foregoing recitals are hereby incorporated hereby as if fully set forth as findings of the President and Board of Trustees.

Section 2. Amendment No. 1 is attached as Exhibit 1 for a net increase of \$14,282.25 is attached hereto and by this reference incorporated herein and made a part hereof, shall be and it hereby is approved.

Section 3. The resolution shall constitute the written determination required by Section 33E-9 of the Criminal Code of 1961 and shall be in full force and effect from and after its adoption.

PASSED this _____ day of _____, 2017

AYES:

NAYS:

ABSENT:

APPROVED this: _____ day of _____, 2017

Village President

ATTEST:

Village Clerk

EXHIBIT A

Amendment No. 1

Amendment No. 1
Date: 01/24/17
Agreement Date: 05/26/15

Name of Project: 2016 Construction Material Testing Services
Owner: Village of Libertyville
Contractor: Rubino Engineering, Inc.

Justification: Additional pavement cores and material testing necessary due to additional work locations.

Change of Contract Price

Original Contract Price:	\$ 23,553.00
Current Contract Price adjusted by Previous Change Orders:	\$ 23,553.00
The Contract Price due to this Change Order will be increased by:	\$ 14,282.25
The New Contract Price including this Change Order will be:	\$ 37,835.25

Approval Required:

To be effective this order must be approved by the agency if it changes the scope or objective of the PROJECT:

Requested By: Village of Libertyville Staff
Approve By: Village of Libertyville Board of Trustees



CHANGE ORDER

January 13, 2017

To: Frederick Chung
 Village of Libertyville
 200 East Cook Avenue
 Libertyville, Illinois
 847-247-5435

Re: **Change Order 1**
 Requested additional information

Project No. M16.020 Change Order 1

Via email: fchung@libertyville.com

Dear Mr. Chung,

Rubino Engineering, Inc. is pleased to submit the following additional information to support the requested change order on January 5, 2017. The table below defines resources needed to provide for additional requested services on Kildare Avenue, N. Dymond Road, Pond Ridge Road, East half of Oaks Subdivision and Fire Station.

Item Description	Material Tester 1 (hr)	Coring Services	Vehicle (day)	Project Manager (hr)	Nuclear Density Gauge (day)	Cylinders (each)	Sample Pickup	Maximum Theoretical Specific Gravity	Bulk Specific Gravity	Extraction + Sieve Analysis	Ignition Oven Test / Reflux	Gradation/pH/Organic Content
	\$91.00	\$225.00	\$65.00	\$100.00	\$40.00	\$17.00	\$243.00	\$115.00	\$95.00	\$126.00	\$125.00	
MFT Additional Scope	44		11	4.1	4	20	5	1	1	1		
Curb Topsoil/ Backfill Analysis/Report				1			1					1
MFT Pavement Cores		30										
GRAND TOTAL = \$14,282.25	44	30	11	5.1	4	20	6	1	1	1	1	\$125.00
	\$4,004.00	\$6,637.50	\$715.00	\$506.75	\$160.00	\$340.00	\$1,458.00	\$115.00	\$95.00	\$126.00	\$125.00	

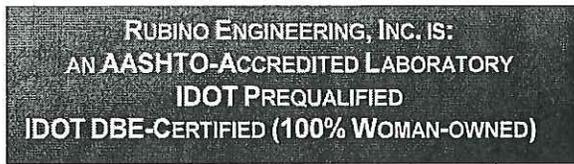
CLOSING

Rubino appreciates the opportunity to offer the additional services for this project and we look forward to working with your company. Please contact me with questions pertaining to this proposal.

Respectfully submitted,

RUBINO ENGINEERING, INC.

Michelle Lipinski
 Michelle A. Lipinski, PE
 President
michelle.lipinski@rubinoeng.com



CHANGE ORDER

January 5, 2016

To: Frederick Chung
Village of Libertyville
200 East Cook Avenue
Libertyville, Illinois
847-247-5435

Re: **Change Order – Additional Material Testing**

Project No. M16.020 Change Order 1

Via email: fchung@libertyville.com

Dear Mr. Chung,

Rubino Engineering, Inc. is pleased to submit the following change order proposal to provide additional material testing services on the 2016 MFT in Libertyville, IL. This change order provides for additional services in the Oaks Subdivision and Fire Station 2 in accordance with the terms and general conditions of the executed contract on February 23, 2016.

General Scope of Services

- QA Field testing of uncured concrete – Slump, air, temperature, and casting of cylinders
- QA Laboratory testing of cured concrete – Strength
- QA Field testing of hot mix asphalt (HMA) – Density by the nuclear method
- QA Laboratory testing of HMA – Bulk SG, Max SG, and Loss on Ignition, Asphalt Core Density

Rubino Engineering, Inc. proposes to provide experienced, technical personnel to perform the requested testing in general accordance with the client-provided project specifications. If any of the above information is incorrect, please notify us or change it on the signed copy of the proposal.

FEES

Rubino proposes to charge the fee for performance of the outlined scope of services on a lump-sum basis. Based on the scope of services outlined above, the lump-sum fee will be:

Total estimated fee: \$14,282.25

PROJECT SCHEDULING

Please contact Tim Dunne via email or on his cell phone to schedule testing services:

847-343-0749

tim.dunne@rubinoeng.com (copy sheri.kosmos@rubinoeng.com)

CLOSING

Rubino appreciates the opportunity to offer the additional services for this project and we look forward to working with your company. Please contact me with questions pertaining to this proposal.

Respectfully submitted,

RUBINO ENGINEERING, INC.

Michelle Lipinski
Michelle A. Lipinski, PE
President
michelle.lipinski@rubinoeng.com

**RUBINO ENGINEERING, INC. IS:
AN AASHTO-ACCREDITED LABORATORY
IDOT PREQUALIFIED
IDOT DBE-CERTIFIED (100% WOMAN-OWNED)**

AUTHORIZATION AND PROPOSAL ACCEPTANCE

If this proposal is acceptable to you, Rubino Engineering, Inc. will perform the work in accordance with the attached General Conditions that are incorporated into and made a part of this proposal. Please sign below as notice to proceed and return one copy of this proposal intact to our office. We will proceed with the work upon receipt of signed authorization.

AGREED TO, THIS _____ DAY OF _____, 20__.
BY (please print): _____
TITLE: _____
COMPANY: _____
SIGNATURE: _____

PROJECT INFORMATION:

1. Project Name: _____
2. Project Location: _____
3. Your Job No: _____ Purchase Order No.: _____
4. Project Manager: _____ Telephone No.: _____
5. Site Contact: _____ Telephone No.: _____
6. Number and Distribution of Reports:
() Copies To: _____ () Copies To: _____

Attn: _____ Attn: _____
Email: _____ Email: _____

IDOT Section No.: _____	IDOT Contract No.: _____
IDOT Route No.: _____	County: _____
IDOT Job No.: _____	IDOT Project No.: _____
City: _____	QC Plan(s) Attached: <input type="checkbox"/>

7. Invoicing Address: _____

Attn: _____
Email: _____

8. Other Pertinent Information Or Previous Subsurface Information Available:

**VILLAGE BOARD AGENDA SUPPLEMENT**

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Approve a Professional Services Agreement for Design Engineering Wastewater Treatment Plant Improvements

Staff Recommendation: Approve

Staff Contact: Paul Kendzior, P.E., C.F.M., Director of Public Works

Background: The Wastewater Treatment Plant Master Facilities Plan that is being completed by RHMGE Engineers, Inc. outlines recommended capital improvements determined by an assessment through RHMGE's C²MORE (Capacity, Condition, Maintenance, Operations, Reliability and Efficiency) evaluation process. Village Staff has worked alongside RHMGE personnel to prioritize the necessary capital improvements over the course of the next ten years.

Fiscal Year 2017/18 marks the first year of designing and completing the capital improvement plan as detailed in the Master Facilities Plan. Much of the necessary proposed improvements are to replace failing infrastructure and equipment at the end of its useful life and enhance safety and efficiency.

RHMGE Engineers, Inc. has provided a proposal in the amount of \$127,795.00 for final design engineering of a series of projects that will be grouped in four different bid packages based upon their location at the wastewater treatment plant. Bid Package No. 1 focuses on the headworks improvements, which includes replacement of Screw Pump #3, a 36-inch sewer repair and replacement of the wet well sluice gate. Bid Package No. 2 pertains to brickwork and tuck pointing of Buildings #1, 6 and 7. Bid Package No. 3 is the rehabilitation of sludge storage tanks and decant lines. Bid Package No. 4 is to install digester level monitoring equipment. The proposal will be included in the Village's standard Professional Services Agreement as the defined scope of services for the project.

Sufficient funds are provided in the Water & Sewer Capital Improvement Fund/WWTP Improvements of the Fiscal Year 2016/17 Budget. The goal is to have design work completed this budget year so the projects can be advertised for competitive contractor bids shortly after May 1, 2017.

Staff recommends approval of the attached resolution to approve the Professional Services Agreement with RHMGE Engineers, Inc. and to authorize this work. Four positive votes are required for approval.

RESOLUTION NO. 17-R-

A RESOLUTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT
FOR DESIGN ENGINEERING AT THE WASTEWATER TREATMENT PLANT

WHEREAS, the Village of Libertyville is completing a Master Facilities Plan for the Wastewater Treatment Plant; and

WHEREAS, the implementation of the Master Facilities Plan will require the services of an Engineering firm for Design Engineering; and

WHEREAS, RHMG Engineers, Inc. is able to perform the necessary professional services required in the amount of \$127,795.00.

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

SECTION 1: Recitals. The Village of Libertyville Board of Trustees approves the Professional Services Agreement with RHMG Engineers, Inc. in the amount of \$127,795.00.

SECTION 2: The Village of Libertyville Board of Trustees authorizes the Mayor to execute the agreement with RHMG Engineering, Inc. for design engineering services.

SECTION 3: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

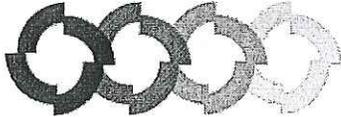
ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk



RHMG ENGINEERS, INC.

www.rhmg.com

975 Campus Drive, Mundelein, IL 60060
847.362.5959 | Fax 847.362.0864

847 South Randall Road
Unit 183, Elgin, IL 60123

January 12, 2017

Mr. Paul Kendzior, P.E.
Director of Public Works
Village of Libertyville
200 East Cook Avenue
Libertyville, IL 60048

Re: Proposal for Design Engineering Services
Fiscal Year 2017-2018 Wastewater Treatment Plant Improvement Projects

Dear Mr. Kendzior:

RHMG is pleased to submit this proposal for design engineering and bidding services relative to the Fiscal Year 2017-2018 Wastewater Treatment Plant Improvement Projects.

Project Background

The Village's Wastewater Treatment Plant Master Plan identifies improvement needs for the treatment plant to maintain reliable and efficient wastewater treatment for the Village of Libertyville. The recommended improvements will be performed in phases over the next several years. The first phase of improvement projects identified for Fiscal Year 2017-2018 are presented below. The projects will be grouped into four (4) bid packages.

Fiscal Year 2017-2018 WWTP Improvement Projects

Bid Package No. 1

Replacement of Screw Pump No. 3
Replacement of the Coarse Bar Screen
New Wetwell Sluice Gate
Patterson Pump Painting
Patterson Pump Isolation Valves
Screw Pump Building Ventilation
36-inch Sewer Repair
Repair of Influent Splitter Chamber and Weirs
Building No. 3 Coating Renovations
Primary B Pump House Entry
Aeration Header Leak Repair
Building No. 6 Sludge Piping Revisions

Bid Package No. 2

Brickwork Tuck Pointing
(Bldgs. No. 1, No. 6 and No. 7)

Bid Package No. 3

Sludge Storage Tank Rehabilitation
Sludge Storage Tank Decant Lines

Bid Package No. 4

Digester Level Monitoring



Mr. Paul Kendzior, P.E.
Director of Public Works
Village of Libertyville
Re: Proposal for Design Engineering Services
Fiscal Year 2017-2018 Wastewater Treatment Plant Improvement Projects
January 12, 2017
Page 2

Scope of Services

Our scope of services for the design engineering tasks associated with the Fiscal Year 2017-2018 Wastewater Treatment Plant Improvement Projects is presented in Exhibit A.

Project Schedule

As requested by the Village of Libertyville, the design of the Fiscal Year 2017-2018 Wastewater Treatment Plant Improvement Projects will be completed by May 1, 2017, for bidding. We have reviewed our current and future work load of the RHMG design staff and can complete the design tasks within the requested timeframe provided we are given authorization to proceed in the fourth week of January 2017. See Exhibit B for the overall project schedule.

Engineering Fee

RHMG proposes to perform the above services on an hourly rate basis for a not-to-exceed fee limit of \$127,795; as delineated in the attached Exhibit C.

Thank you for this opportunity to be of continuing service to the Village of Libertyville. If you have any questions or comments regarding this proposal, please do not hesitate to contact me.

Sincerely yours,

RHMG ENGINEERS, INC.

William R. Rickert, P.E., BCEE, CFM
President

Attachments

Village of Libertyville

Agreed to this ____ day of _____, 2017

By: _____

Title: _____

Exhibit A

Proposed Scope of Services

Bid Package No. 1 – Headworks Improvements

- Replacement of Screw Pump No. 3
- Replacement of the Coarse Bar Screen – Patterson Pump Station
- New Wetwell Sluice Gate – Patterson Pump Station
- Patterson Pump Painting
- Patterson Pump Isolation Valves
- Screw Pump Building Ventilation
- 36-inch Sewer Repair
- Rehabilitation of Influent Splitter Chamber and Weirs
- Building No. 3 Coating Renovations (Screen and Grit Building)
- Primary B Pump House Entry
- Aeration Header Leak Repair
- Building No. 6 Sludge Piping Revisions (Filter Building)

Project Background

The proposed projects for the Headworks Improvements to be included in Bid Package No. 1 are listed above and summarized below.

Replacement of the east screw pump (Screw Pump No. 3) at the Influent Pump Station, coarse bar screen replacement at the Patterson Pump Station and a new wetwell sluice gate at the Patterson Pump Station.

Screw Pump No. 3 was installed in 1989 when the pump station was constructed and is a Lakeside Unit, similar to the other two existing screw pumps. At this time we are anticipating the following major equipment items to be replaced and installed:

- 72-inch diameter screw assembly
- Shaft couplings
- Upper bearing assembly
- Lower bearing assembly
- Deflection plates
- Lubrication system (new grease pump and grease line)
- Anchor bolts
- Regrouting of the pump trough
- Protective coating for the pump trough concrete above the grout bed

The isolation gate(s) at the pump station wet well are inoperable and as such will not be able to be used to provide flow isolation during the replacement of the screw pump. Therefore, a plan will need to be developed for a temporary shutdown, so that a bulkhead can be constructed to isolate the screw pump from the influent wastewater flow. We will also evaluate protective coatings for the pump trough concrete to address the corrosion of the concrete which is occurring beneath the covers.

The bar screen at the wetwell to the Patterson Pump Station is original to the 1975 construction of the station. The bar screen is corroded and in poor condition. The bar screen with its 4-inch spacing is in place to capture large objects and debris which could damage the pumps. A new stainless steel coarse bar screen will be designed and specified to replace the existing bar screen. The spacing of the bars for the new screen will be evaluated and discussed with operations staff.

A new 36-inch by 48-inch sluice/slide gate will be installed to allow for the isolation of the Patterson Pump Station wetwell. Currently the wetwell cannot be isolated from the influent wastewater flow. RHMG will review and evaluate materials of construction for the new gate which will include; stainless steel, fiberglass reinforced plastic (FRP), aluminum and galvanized steel. It is anticipated that this gate will be manually operated and/or operated by a portable clutch driven operator.

The items for the Patterson Pump Station include the painting of the pump suction and discharge piping and the replacement of the suction and discharge isolation plug valves. The work at the Screw Pump Station will involve improvement to the ventilation of the motor room and repair of the leak in the 36-inch influent sewer near the discharge chamber of the Screw Pump Station.

The interior of the Screen and Grit Building will be painted to address the corrosion of the equipment, structural steel and interior wall. Items that require repair or replacement will be performed prior to the application of the protective coating. Another structure requiring rehabilitation due to corrosion issues is the influent splitter chamber ahead of the primary clarifiers. The internal baffle walls and steel weirs which are used to balance flow between Plant A and Plant B are corroded and the weirs have come loose. Concrete repairs and the replacement of the fixed weir plates with downward opening weir plates is proposed for the rehabilitation of this structure.

The primary sludge pump station for Plant B is a below grade structure and the access to the pump station is through an exterior, uncovered stairwell. An enclosure / canopy structure for the stairwell will be constructed to protect the stairwell from the elements which will improve access and operator safety and address the current drainage concerns.

The 14-inch diameter buried aeration header from the blowers to the aeration tanks was in the mid-1970s. Degradation over time has resulted in a number of small leaks in the air piping. The sections of the aeration header that are leaking will be excavated and repaired.

The Plant B scum pumps and the RAS/WAS sludge pumps are housed in the lower level of the Filter Building. The current configuration of the sludge piping does not allow for the simultaneous

pumping of scum and sludge. Modifications to the piping will be performed to correct this operational limitation.

The anticipated scope of services for this project is described below.

Design and Bidding Services

RHMG will prepare equipment specifications and installation drawings for the procurement and installation of the Headworks Improvement projects. We will utilize our record drawing information for the wastewater treatment plant to efficiently prepare the necessary plans and specifications for the required work. The work tasks associated with this phase of the project to be performed by RHMG will include the following:

1. Perform field inspections of each work area to document the existing conditions and to obtain the required field measurements and data for each project.
2. Prepare a construction sequencing plan to minimize disruption to the plant operations during the construction of the plant improvements.
3. Prepare design plans and specifications showing all details necessary for the procurement and installation of the new equipment, materials and rehabilitation procedures associated with the improvements for Bid Package No. 1. See proposed drawing list in Exhibit C-1 for additional details. The plans, specifications and contract documents shall provide the necessary information to allow a contractor to complete the required Scope of Work, and shall be in a format that is acceptable to Libertyville. In addition to the printed copies, final design documents will be delivered to the Village in PDF format and CAD files for the design drawings.
4. Prepare a construction cost estimate based on the final plans and specifications.
5. Assist the Village with obtaining bids from qualified bidders.
6. Review and evaluate the bids and provide a bid recommendation to the Village.

Bid Package No. 2

- Brickwork Tuck Pointing (Buildings No. 1, No. 6 & No. 7)

Project Background

The buildings at the Village's Wastewater Treatment Plant are constructed with a brick facade. Over time maintenance of the exterior brickwork is required particularly to those sections which are exposed to roof runoff and driven rainfall. Exposure to the elements as well as freeze/thaw cycles, can erode the grout and a cause the exterior bricks to loosen or in some cases fall off. The restoration / repair method for the brick facade where the grout has eroded/ loosened and bricks have cracked or loosened is to perform tuck pointing of the bricks with new grout and to

replace the damaged brick. Additionally, after the repair work has been completed the entire building's brickwork will be sealed to reduce water penetration in the future.

The anticipated scope of services for this project is described below.

Design and Bidding Services

RHMG will survey the buildings to determine the extent of the required brickwork and will use this information to prepare the plans and specifications for the proposed tuck pointing repair work as delineated below.

1. Prepare plans and specifications detailing the work to be performed, including the identification and quantification of the areas at each building that require tuck pointing of the brickwork. The work areas will be identified on the plans and a specification for the work will be prepared. The plans, specifications and contract documents shall provide the necessary information to allow a contractor to complete the required Scope of Work, and shall be in a format that is acceptable to Libertyville. In addition to the printed copies, final design documents will be delivered to the Village in PDF format and CAD files for the design drawings.
2. Prepare a construction cost estimate based on the final plans and specifications using recent bid results from similar projects.
3. Assist the Village with obtaining bids from qualified contractors.
4. Review and evaluate the bids and provide a bid recommendation to the Village.

Bid Package No. 3

- Sludge Storage Tank Rehabilitation
- Sludge Storage Decant Lines

Project Background

The sludge storage tanks have been subject to corrosion which has caused leaks in the north storage tank. There are also concerns regarding the condition of the south storage tank. The tanks will need to be drained for a full condition assessment and to perform the necessary repairs. Additionally, the drain/decant lines for the sludge storage tank do not function properly and are in need of replacement. Both PVC decant lines will be replaced the ductile iron, insulated, heat traced flanged pipe from the tank overflow through the decant valves to discharge manhole.

The anticipated scope of services for this project is described below.

Design and Bidding Services

The first step for the rehabilitation / repair of the bolted steel sludge tanks will be to empty and clean the tanks so that an inspection of the tanks can be performed. RHMG will contact tank manufacturers including the original equipment manufacturer (OEM) to obtain proposals for the tank inspection services. Following the review and evaluation of the tank inspection report we will prepare the necessary plans and specifications for the rehabilitation / repair work. The work tasks associated with this phase of the project to be performed by RHMG will include the following:

1. Coordinate the sludge tank inspection services.
2. Review and evaluation of the tank inspection report and develop the recommended rehabilitation / repair method which could include but not limited to; tank panel replacement, panel patching, corrosion resistant liner or an internal structural liner. A cost benefit analysis will be performed for each proposed rehabilitation / repair method.
3. Prepare a sequence of construction for the recommended rehabilitation / repair approach so that continuous treatment can be maintained.
4. Prepare drawings for the removal and replacement of the sludge decant lines.
5. Prepare design plans and specifications showing all details necessary for the rehabilitation / repair of the sludge storage tanks include the replacement of the decant lines.
6. The plans, specifications and contract documents shall provide the necessary information to allow a contractor to complete the required Scope of Work, and shall be in a format that is acceptable to Libertyville. In addition to the printed copies, final design documents will be delivered to the Village in PDF format and CAD files for the design drawings.
7. Prepare a construction cost estimate based on the final plans and specifications.
8. Assist the Village with obtaining bids from qualified contractors.
9. Review and evaluate the bids and provide a bid recommendation to the Village.

Bid Package No. 4

- Digester Level Monitoring

Project Background

The operations staff at the treatment currently take manual daily sludge depth readings from the digester tanks via the tank roof hatches. To access the tank roof hatches staff must traverse the roof of the digester building. The current configuration of the digester roof does not include any

handrails or safety tie offs for the plant operators. It is desired to automate the level monitoring of the digester tanks so that manual depth measures will not have to be performed.

The anticipated scope of services for this project is described below.

Design and Bidding Services

RHMG will review and evaluate level monitoring systems and equipment for the digester tanks. The work tasks associated with this project are delineated below.

1. Review and evaluate alternative level monitoring systems and equipment for the digesters and provide a recommendation to the Village.
2. Prepare design plans and specifications showing all details necessary for the procurement and installation of the new equipment and materials for the sludge level monitoring system. The plans, specifications and contract documents shall provide the necessary information to allow a contractor to complete the required Scope of Work, and shall be in a format that is acceptable to Libertyville. In addition to the printed copies, final design documents will be delivered to the Village in PDF format and CAD files for the design drawings.
3. Assist the Village with obtaining bids from qualified contractors.
4. Review and evaluate the bids and provide a bid recommendation to the Village.

Exhibit B

Project Schedule

It is our company philosophy to only pursue projects if we can dedicate the necessary resources and provide the high quality of service that our clients expect and deserve. RHMG has the staff and resources available to proceed with the Village's project immediately and is committed to dedicating those resources through project completion.

As requested by the Village of Libertyville, the design of the Fiscal Year 2017-2018 Wastewater Treatment Plant Improvement Projects will be completed by May 1, 2017, for bidding. We have reviewed our current and future work load of the RHMG design staff and can complete the design work within the schedule provided we are given authorization to proceed in the fourth week of January 2017. An overall project schedule including the project milestones is provided in the following Exhibit.

We would like to emphasize that project communication will be key to a successful project with this compressed project schedule. Our philosophy is that this is your project and, consequently, we will maintain close communication with the Village staff throughout all phases of the project. This communication will be accomplished via:

- | | |
|---------------------------|--|
| Meetings | - Monthly scheduled meetings and workshops |
| Status Reports | - Monthly written project status reports as appropriate |
| Telephone & Email Contact | - On a day-to-day basis as appropriate |
| Correspondence | - Emails, letters, and memos confirming key decisions and issues |

With close contact, important input from and requirements of the Village are drawn out and considered throughout the project. Just as important, the Village is aware at all times of how the project is progressing and also understands and concurs with the final recommendations as they are developed. As a result of this close communication, there will be no surprises throughout the course of the project.

PROJECT SCHEDULE
VILLAGE OF LIBERTYVILLE FY 2017-2018 WWTP IMPROVEMENT PROJECTS

TASK	Months After Authorization to Proceed				
	Jan-17	Feb-17	Mar-17	Apr-17	May-17
1. Project Initiation Meeting & Progress Meetings Second Tuesday of each Month	★	★	★	★	★
2. Site Inspection & Topographic Survey/Field Investigation		■			
3. Development of 50% Design Drawings		■	■		
4. 50% Design Review Meeting - March 14, 2017			★		
5. Development of 90% Design Drawings			■	■	
6. Development of Project Specifications			■	■	
7. 90% Design Review Meeting - April 11, 2017				★	
8. Finalize Design for Bidding				■	
9. Advertise for Bid - May 1, 2017					★
10. Communication			ONGOING		

★ Indicates Formal Review Session with Village Staff

Exhibit C

Engineering Fee

RHMG proposes to perform the design engineering services for the Fiscal Year 2017-2018 Wastewater Treatment Plant Improvement Projects for the Village of Libertyville on an hourly rate basis for a not-to-exceed fee limit of \$127,795 as summarized below and delineated in the attached Exhibits.

RHMG PROJECT FEE SUMMARY

Task / Bid Package	Fee
Project Meetings (Bimonthly meetings for four months)	\$2,500
Bid Package No. 1 Headworks Improvements Replacement of Screw Pump No. 3 Replacement of the Coarse Bar Screen – Patterson Pump Station New Wetwell Sluice Gate – Patterson Pump Station Patterson Pump Painting Patterson Pump Isolation Valves Screw Pump Building Ventilation 36-inch Sewer Repair Rehabilitation of Influent Splitter Chamber and Weirs Building No. 3 Coating Renovations Primary B Pump House Entry Aeration Header Leak Repair Building No. 6 Sludge Piping Revisions	\$80,280
Bid Package No. 2 Brickwork Tuck Pointing (Buildings No. 1, No. 6 & No. 7)	\$8,970
Bid Package No. 3 Sludge Storage Tank Rehabilitation Sludge Storage Decant Lines	\$19,170
Bid Package No. 4 Digester Level Monitoring	\$11,875
Project Coordination	\$5,000
Total	\$127,795

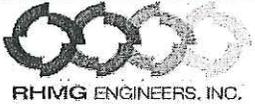


Exhibit C-2
Bid Package No. 2
Manhour and Fee Estimate
Village of Libertyville WWTP
Brickwork Tuck Pointing Buildings 1, 6 & 7

Project Task	HOURS				Total
	Principal / Proj. Manager	Senior Engineer	Drafter / Technician	Clerical	
Design and Bidding					
1.0 Site Survey of Buildings		4	6		\$ 1,100
2.0 Project Plans	2	12	16		\$ 3,462
3.0 Project Specifications	2	8		2	\$ 1,592
4.0 Prepare OPCC		2			\$ 280
5.0 Assembly and Distribution of Bidding Documents		2		4	\$ 540
6.0 Bidding Assistance		6		4	\$ 1,100
7.0 Bid Evaluation and Recommendation	1	3			\$ 591
Total Hours	5	37	22	10	
Billing Rate	\$ 171.00	\$ 140.00	\$ 90.00	\$ 65.00	
Labor Cost	\$ 855	\$ 5,180	\$ 1,980	\$ 650	\$ 8,665
Direct Expenses Reproductions, travel, rental equipment, etc.					\$305
Fee for Design and Bidding Services					\$8,970



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Approve a Professional Services Agreement for Final Design Engineering for a Chemical Phosphorous Removal Facilities Project for the Wastewater Treatment Plant

Staff Recommendation: Approve

Staff Contact: Paul Kendzior, P.E., C.F.M., Director of Public Works

Background: Phosphorous reduction from the wastewater discharge of the Village's treatment plant is mandated by the Illinois Environmental Protection Agency (IEPA). Effective April 1, 2019, a 1.0 mg/l monthly average phosphorous effluent limit is imposed through a compliance schedule written into the IEPA National Pollutant Discharge Elimination System (NPDES) discharge permit. Currently, phosphorous levels discharged to the Des Plaines River average approximately 4.0 mg/l.

A comprehensive phosphorous removal feasibility study was included as part of the ongoing Wastewater Treatment Plant Master Facility Plan that is being completed by RHMG Engineers, Inc. The feasibility study analyzed various biological and chemical phosphorous removal options, and based on the lowest present worth cost analysis, chemical phosphorous removal is the recommended alternative.

RHMG Engineers, Inc. has provided a proposal for final design engineering in the amount of \$156,400.00 for the recommended chemical phosphorus removal facilities. Key components of the design include instrumentation controls and equipment selection, building design, driveway addition for chemical deliveries and storage, side stream treatment of return and recycled flows, chemical metering pumps, piping and the preparation of an IEPA low interest revolving fund loan application. The proposal will be included in the Village's standard Professional Services Agreement as the defined scope of services for the project.

Sufficient funds are provided in the Water & Sewer Capital Improvement Fund/WWTP Improvements of the Fiscal Year 2016/17 Budget. All design work is expected to be completed by April 30, 2017. The goal is to have the chemical phosphorous system constructed and on line for optimization by October 2018.

Staff recommends approval of the attached Resolution to Authorize a Professional Services Agreement with RHMG Engineers, Inc. to complete this work. Four positive votes are required for approval.

RESOLUTION NO. 17-R-

A RESOLUTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT
FOR FINAL DESIGN ENGINEERING FOR CHEMICAL PHOSPHOROUS AT THE
WASTEWATER TREATMENT PLANT

WHEREAS, the Village of Libertyville is required by the Illinois Environmental Protection Agency (IEPA) to reduce phosphorous levels at the Wastewater Treatment Plant; and

WHEREAS, in order to reduce the required levels, additional professional services are needed; and

WHEREAS, RHMG Engineers, Inc. is able to perform the necessary professional services required in the amount of \$156,400.00.

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

SECTION 1: Recitals. The Village of Libertyville Board of Trustees approves the Professional Services Agreement with RHMG Engineers, Inc. in the amount of \$156,400.00.

SECTION 2: The Village of Libertyville Board of Trustees authorizes the Mayor to execute the agreement with RHMG Engineering, Inc. for design engineering services.

SECTION 3: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

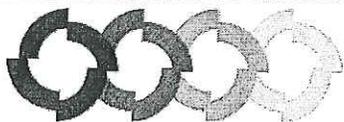
ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk



RHMG ENGINEERS, INC.

www.rhmg.com

975 Campus Drive, Mundelein, IL 60060
847.362.5959 | Fax 847.362.0864

847 South Randall Road
Unit 183, Elgin, IL 60123

January 12, 2017

Mr. Paul Kendzior, P.E.
Director of Public Works
Village of Libertyville
200 East Cook Avenue
Libertyville, IL 60048

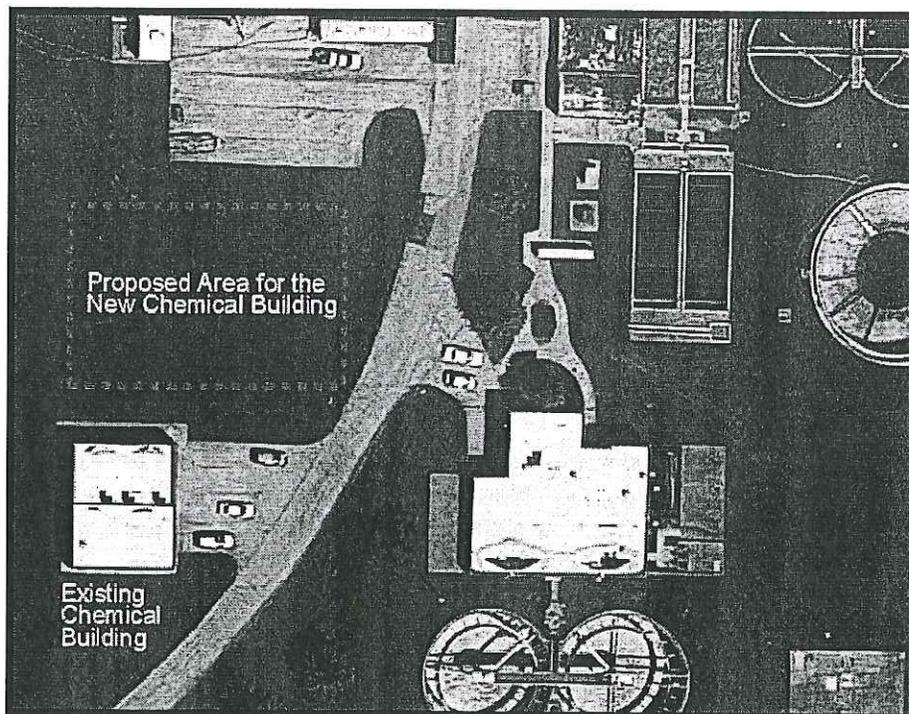
Re: Proposal for Design Engineering Services
Chemical Phosphorus Removal Facilities

Dear Mr. Kendzior:

RHMG is pleased to submit this proposal for design engineering, IEPA permitting and IEPA loan application services relative to the Chemical Phosphorus Removal Facilities for the Village's Wastewater Treatment Plant.

Project Background

NPDES Permit Special Condition 24, for the Village of Libertyville's Wastewater Treatment Plant, requires that the Village meet a Phosphorus discharge limit of 1.0 mg/L by April 2019. The Village commissioned a Phosphorus Feasibility Study, which analyzed various biological and chemical phosphorus removal options. Ultimately, given the influent wastewater constituent makeup and the present worth cost analysis chemical phosphorus removal was the recommended alternative for the Libertyville plant.





Mr. Paul Kendzior, P.E.
Director of Public Works
Village of Libertyville
Re: Proposal for Design Engineering Services
Chemical Phosphorus Removal Facilities
January 12, 2017
Page 2

The design of the new chemical phosphorus removal system will consist of a new chemical building which will house the bulk chemical storage tanks, chemical delivery station, chemical metering pumps, and an equipment storage bay, side stream treatment of return/recycle flows, electrical and instrumentation equipment and associated safety apparatus. The chemical building will be designed to architecturally match the existing structures on site. The plant roadway at the new chemical building will be expanded/reconfigured to accommodate chemical deliveries. Additionally, the design will include a connected real-time phosphorus analyzer for chemical dose pacing through the proposed chemical feed piping that will discharge to the addition points for Plant A and Plant B ahead of the secondary clarifiers. All proposed equipment and instrumentation including but not limited to the phosphorus analyzer, chemical feed pumps, chemical tanks, etc. will be reviewed and evaluated with Village Staff during the design phase of the project.

RHMG has assembled a team of highly skilled wastewater treatment specialists to assist the Village with this project and appreciates consideration of our proposal.

Scope of Services

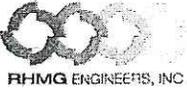
Our scope of services for the design engineering tasks associated with the Chemical Phosphorus Removal Facilities is presented in Exhibit A.

Project Schedule

As requested by the Village of Libertyville, the design of the Chemical Phosphorus Removal Facilities will be completed by May 1, 2017, for the submittal to IEPA for permitting and loan application review. We have reviewed our current and future work load of the RHMG design staff and can complete the design for IEPA permitting and loan application review within the schedule provided we are given authorization to proceed in the fourth week of January 2017. An overall project schedule including the project milestones is presented in Exhibit B.

Project Team

RHMG has assembled a skilled team of engineers and designers for the design of the Village of Libertyville's Chemical Phosphorus Removal Facilities at the Village's Wastewater Treatment Plant. RHMG will be teaming with Hezner Corporation who will be providing the architectural services for the new chemical building. The organization chart and the key personnel proposed by RHMG to accomplish the engineering design services associated with the Village of Libertyville's Chemical Phosphorus Removal Facilities are presented in Exhibit C.



Mr. Paul Kendzior, P.E.
Director of Public Works
Village of Libertyville
Re: Proposal for Design Engineering Services
Chemical Phosphorus Removal Facilities
January 12, 2017
Page 3

Design Fee

RHMG proposes to perform the above services on an hourly rate basis for a not-to-exceed fee limit of \$156,400.00; as delineated in the attached Exhibit D.

IEPA Loan Requirements

As a condition for obtaining an Illinois Environmental Protection Agency State Revolving Fund Loan to finance construction of the project, certain provisions must be included in the agreement. These requirements are incorporated as Exhibit E.

Thank you for this opportunity to be of continuing service to the Village of Libertyville. If you have any questions or comments regarding this proposal, please do not hesitate to contact me.

Sincerely yours,

RHMG ENGINEERS, INC.

William R. Rickert, P.E., BCEE, CFM
President

Attachments

Village of Libertyville

Agreed to this _____ day of _____, 2017

By: _____

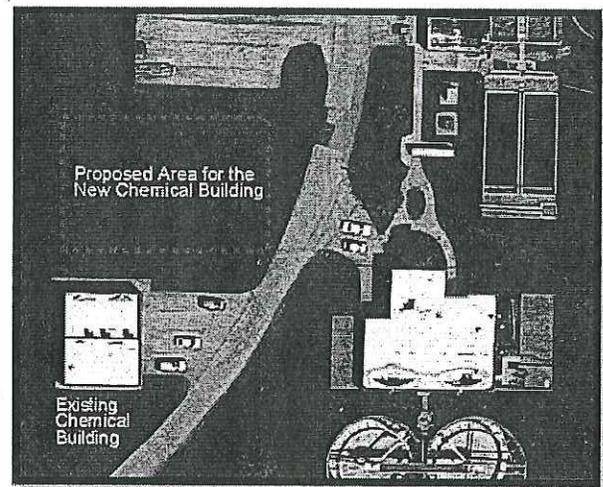
Title: _____

Exhibit A

Proposed Scope of Services

RHMGE will work closely with Village staff early in the project to identify key considerations relating to site constraints, process impacts, building layout, and equipment evaluations for the new Chemical Phosphorus Removal Facilities. Early collaboration, evaluation, and key decisions will positively impact the direction of the project. The early project tasks will include the following:

- Development of the Basis of Design
- Instrumentation and Control Strategy
- Site Location for the New Facilities
- Chemical Building Requirements & Location
- Equipment Storage Bay in Chemical Building
- Yard Piping Routing
- Chemical Addition Points
- Chemical Receiving Station
- Roadway Addition for Chemical Deliveries
- Architectural Requirements
- Side Stream Treatment of Return/Recycle Flows
- Location of Side Treatment Facilities

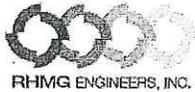


Additionally, it is our understanding that the Village is planning to utilize the Illinois EPA State Revolving Loan Program for the financing of the construction of improvements at the Wastewater Treatment Plant. As part of the loan program, the preparation of numerous loan application documents is required. Our scope of services includes the preparation of required IEPA loan documents for the project.

Our proposed scope of services for the design of the Chemical Phosphorus Removal Facilities is outlined below:

IEPA Loan Application Documents

- 1.01 IEPA Loan Facility Plan Supplement** - The Facility Plan Supplement will be the basis for loan assistance from the Illinois Environmental Protection Agency Water Pollution Control Revolving Loan Program. As part of the loan program, a facility planning report, detailing the specific proposed project, is required. Facility Plan Supplement submittal and subsequent IEPA approval is the first, critical path step in the loan process. The preparation of the Facility Plan Supplement will cover the detailed engineering tasks associated with the design project. The use of IEPA loan funds (currently at an interest



rate of 1.85%) will ultimately save the Village significant dollars in the funding of the planned capital project. Tasks associated with the Facility Plan Supplement are outlined below.

- 1.01.1 Evaluation of the Water and Energy Conservation Efforts and Fiscal Sustainability Plan
- 1.01.2 Inventory of critical assets that are part of treatment works
- 1.01.3 Evaluation of the condition and performance of inventoried assets or groupings
- 1.01.4 Evaluation/implementation of water and energy conservation efforts
- 1.01.5 Plan for maintaining, repairing and funding replacement of treatment works
- 1.01.6 Assembly of the Supplement Facility Plan for IEPA Loan Submittal
- 1.01.7 Prepare Facilities Planning Checklist Form
- 1.01.8 Prepare Loan Preapplication
- 1.01.9 Respond to IEPA Comments
- 1.02 **Preliminary Environmental Impacts Determination (PEID) Hearing** - RHMG will prepare a power point presentation for the PEID hearing and make a presentation at one public hearing. The Village will be responsible for advertising the public hearing in accordance with loan requirements and receiving and cataloging any public comments received. The work tasks associated with the PEID are delineated below.
 - 1.02.1 Review the IEPA's Preliminary Environmental Impacts Determination
 - 1.02.2 Prepare the Preliminary Environmental Impacts Determination presentation for the public hearing
 - 1.02.3 Prepare the Public Hearing Notice
 - 1.02.4 Attend the Preliminary Environmental Impacts Determination public hearing
- 1.03 **Loan Application Package** - RHMG will prepare and submit the Loan Application Package to the IEPA. There are several forms required for the loan application process, which include the following:
 - 1.03.1 Loan Application Form
 - 1.03.2 Executive Compensation Data (5 Officer Form)
 - 1.03.3 Pre-Award Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance



- 1.03.4 Certification Regarding Debarment, Suspension, and Other Responsibility Matters
- 1.03.5 Certificate Regarding O&M
- 1.03.6 Tax Exemption Certificate and Agreement
- 1.03.7 Engineer Certification Regarding Debarment, Suspension, and Other Responsibility Matters
- 1.03.8 Consultant Certification Regarding the Use of Disadvantaged Businesses
- 1.03.9 Form W-9, Request for Taxpayer Identification Number and Certification
- 1.03.10 Loan Applicant's Certification of Engineering or Professional Services Contract Compliance with the Illinois EPA SRF Loan Program Requirements
- 1.03.11 Historical and 5-Year Budget Projections
- 1.03.12 User Charges and Financial Analysis
- 1.03.13 Incorporate Water Use and Water Rate Ordinances
- 1.03.14 Incorporate Financial Statement
- 1.03.15 Tax Exemption Certificate and Agreement
- 1.03.16 Assist / Coordinate with the Village Attorney Re: Ordinance Authorizing Debt and Legal Opinion Regarding Validity and Enforceability of Applicant's Obligations
- 1.03.17 Project Administration and Coordination with IEPA Infrastructure Financial Assistance Section

Design Services

- 2.01 **Project Initiation Meeting with Libertyville Staff** - This initial task will consist of a meeting of key RHMG team members and Libertyville staff to discuss project requirements, plant data, design criteria, operating preferences, and milestone dates for submittals and review meetings.
- 2.02 **Initial Site Inspection** - RHMG will inspect the nearby buildings, utilities and other plant services to identify potential design considerations, construction sequencing options and the need for additional information or utility service feeds. This site inspection will also confirm the information shown on the existing record drawings.
- 2.03 **Perform Topographic Survey/Field Investigation** - A site survey will be performed to identify applicable site improvements, existing structures, chemical piping routes, natural features, and site utilities.

- 2.04 Review Meeting** - A review meeting will be held between RHMG and Libertyville staff to achieve consensus on the final scope of the improvements. RHMG will prepare and distribute the meeting agenda and minutes.
- 2.05 50% Preliminary Design Submittal** - The preliminary design drawings, proposed construction sequence and preliminary opinion of probable construction cost will be submitted to Libertyville for review. Following the receipt of the review comments, the Preliminary Design will be updated and re-submitted for approval prior to the initiation of the 90% Design Phase. The Preliminary Design Submittal will include:
- 2.05.1 Preliminary Plans** - RHMG will prepare preliminary design drawings to a 50% completion level.
- 2.05.2 Prepare Preliminary Opinion of Probable Construction Cost** - A preliminary opinion of probable construction cost will be prepared based on the preliminary design. This estimate will be based on historical cost data and will reflect all unique project conditions/constraints.
- 2.05.3 Preliminary Construction Sequence** - The sequence of construction is critical to prevent interruptions to operation of the water treatment facility. The preliminary plan will be prepared based on input from operations staff and RHMG's experience on similar projects.
- 2.06 90% Design Submittal** – After receipt of the re-submitted **50% Preliminary Design Submittal Review Comments**, RHMG will bring the above listed items to a 90% completion level, including technical specifications, and submit to Libertyville for review. Following the receipt of the review comments, the 90% Design Submittal will be updated and re-submitted for approval prior proceeding with completion of the final documents.
- 2.07 Prepare Final Documents** – RHMG will prepare contract documents, bidding documents, and specifications. The plans and specifications for the required work shall meet all Village, State and Federal regulations. The plans, specifications and contract documents shall provide the necessary information to allow a contractor to complete the required Scope of Work, and shall be in a format that is acceptable to Libertyville. In addition to the printed copies, final design documents will be delivered to the Village in PDF format and CAD files for the design drawings.
- 2.07.1 Final drawings** – Adaptations to existing structures or facilities to accommodate the proposed improvements will also be detailed. The final set of drawings will at a minimum include:
- Cover, General Notes, Standard Details, Construction Sequence
 - Civil Site Design
 - Yard Piping
 - Process Mechanical
 - Architectural
 - Structural
 - HVAC & Plumbing
 - Electrical & Instrumentation



2.07.2 Specifications – Technical specifications will be written for materials and equipment such as but not limited to; sump pumps, metering pumps, chemical storage tanks, valves, piping, analyzers, electrical, controls, structural, HVAC and all associated materials and workmanship, all in accordance with Libertyville Standards and IEPA requirements.

2.07.3 Final Opinion of Probable Costs – A detailed take-off will be completed to provide a final project cost estimate.

2.08 Permits from Regulatory Agencies - RHMG will prepare and submit any regulatory sign-off submittals required for the project. RHMG will make all modifications to the plans, specifications and submittals to meet review requirements for all applicable regulatory and review agencies. All coordination concerns will be addressed and sign-offs obtained prior to bidding. Anticipated permits include:

- IEPA Construction Permit
- Village Site Plan Permit
- Village Building Permit
- Village Appearance Review Commission Permit
- Lake County WDP Permit

A color rendering of the new Chemical Building will be prepared for the Village Appearance Review Commission Meeting and Village Board Meeting.

2.09 Independent In-House Review - As a final quality control measure, a final in-house review of the complete design will be performed. The final review will address such issues as coordination between plans and specifications, coordination between drawings, missing details, constructability, and potential for construction claims.

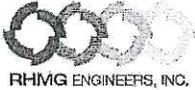


Exhibit B

Project Schedule

It is our company philosophy to only pursue projects if we can dedicate the necessary resources and provide the high quality of service that our clients expect and deserve. RHMGE has the staff and resources available to proceed with the Village's project immediately and is committed to dedicating those resources through project completion.

As requested by the Village of Libertyville, the design of the Chemical Phosphorus Removal Facilities will be completed by May 1, 2017, for the submittal to IEPA for permitting and loan application review. We have reviewed our current and future work load of the RHMGE design staff and can complete the design for IEPA permitting within the schedule provided we are given authorization to proceed in the fourth week of January 2017. An overall project schedule including the project milestones is provided in the following Exhibit.

We would like to emphasize that project communication will be key to a successful project with this compressed project schedule. Our philosophy is that this is your project and, consequently, we will maintain close communication with the Village staff throughout all phases of the project. This communication will be accomplished via:

- Meetings - Monthly scheduled meetings and workshops
- Status Reports - Monthly written project status reports as appropriate
- Telephone & Email Contact - On a day-to-day basis as appropriate
- Correspondence - Emails, letters, and memos confirming key decisions and issues

With close contact, important input from and requirements of the Village are drawn out and considered throughout the project. Just as important, the Village is aware at all times of how the project is progressing and also understands and concurs with the final recommendations as they are developed. As a result of this close communication, there will be no surprises throughout the course of the project.



**PROJECT SCHEDULE
VILLAGE OF LIBERTYVILLE CHEMICAL PHOSPHORUS REMOVAL FACILITIES**

TASK	Months After Authorization to Proceed					
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	
1. Project Initiation Meeting & Progress Meetings Second Tuesday of each Month	★	★	★	★	★	★
2. Preparation of IEPA Loan Application Package						
3. Site Inspection & Topographic Survey/Field Investigation						
4. Development of 50% Design Drawings						
5. 50% Design Review Meeting - March 17, 2017			★			
6. Development of 90% Design Drawings						
7. Development of Project Specifications						
8. 90% Design Review Meeting - April 14, 2017				★		
9. Finalize Design for IEPA Permitting						
10. Submit to IEPA for Permitting & Loan Application May 1, 2017					★	
11. Communication						

★ Indicates Formal Review Session with Village Staff



Exhibit C

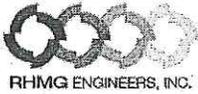
RHMG Project Team

RHMG has assembled a skilled team of engineers and designers for the design of the Village of Libertyville's Chemical Phosphorus Removal Facilities at the Village's Wastewater Treatment Plant. RHMG will be teaming with Hezner Corporation, located in Libertyville, who will be providing the architectural services for the new chemical building. The Hezner Corporation is currently the lead architect for Libertyville's new parking structure. The organization chart on the following page presents the key personnel proposed by RHMG to accomplish the engineering design services associated with the Village of Libertyville's Chemical Phosphorus Removal Facilities.

William R. Rickert, P.E., BCEE, CFM will provide overall project management and will be the key liaison between the Village of Libertyville and RHMG's project team. Mr. Rickert is the president RHMG and as such will be able to direct the necessary personnel and other resources required to successfully complete this project. Mr. Rickert as 42 years of professional experience and has performed numerous similar projects involving nutrient removal systems, chemical feed facilities, master plans, feasibility studies and treatability evaluations for wastewater treatment plants. Mr. Rickert has served as project manager for a number of wastewater infrastructure projects including master plans, facility plans, design projects and large scale construction projects for the Village of Libertyville, Village of Wauconda, Village of Mundelein, Lake County Department of Public Works and the City of Naperville. He has a proven track record of providing innovative solutions for our client's wastewater treatment systems. Mr. Rickert is a Board Certified Environmental Engineer as certified by the American Academy of Environmental Engineers.

Marcia A. McCutchan, P.E., BCEE will serve as technical specialist and backup to Mr. Rickert. Ms. McCutchan has 27 years of professional experience and has performed numerous similar projects involving nutrient removal systems, chemical feed facilities, master plans, feasibility studies and treatability evaluations for wastewater treatment plants. Ms. McCutchan was the lead technical specialist on similar projects for the Village of Roselle, Lakes Region Sanitary District, the Village of Volo, and the Wonder Lake Community. She has a proven track record of providing innovative solutions for our client's wastewater treatment systems. Ms. McCutchan is a Board Certified Environmental Engineer as certified by the American Academy of Environmental Engineers. Assisting Ms. McCutchan as the technical specialist and QA/QC reviewer will be **Mr. Brian R. Buchheit, P.E., BCEE**. Mr. Buchheit has been involved in numerous nutrient removal systems and will lead the plant process modeling tasks for the project.

Sandra L. Voigt, P.E. will be the lead engineer for the IEPA Loan Application process. Ms. Voigt has her B.S. and M.S. degrees in civil engineering from the University of Illinois and has 29 years of professional experience. She has completed several IEPA Loan Applications for numerous water and wastewater projects, most recently for the Village of Wauconda and the Village of Roselle. She is also RHMG's coordinator for grant and loan funding programs as well as regulatory updates.



Steven E. Zamaites, P.E. will be lead engineer for the wastewater treatment process engineering tasks. Mr. Zamaites has 25 years of experience in design and planning of a wide variety of wastewater facilities, including biological and chemical nutrient removal and membrane treatment technology. His recent experience includes projects for the Village of Libertyville, Village of Roselle, Village of Wauconda, Lake County Public Works Department, Wheaton Sanitary District, Rock River Water Reclamation District, and the Metropolitan Water Reclamation District of Greater Chicago.

Cyrus W. McMains, P.E. will assist with the process design and instrumentation design tasks for the project. Mr. McMains has 17 years of professional experience with wide variety of wastewater facilities, chemical feed facilities and instrumentation and control systems for wastewater treatment plants.

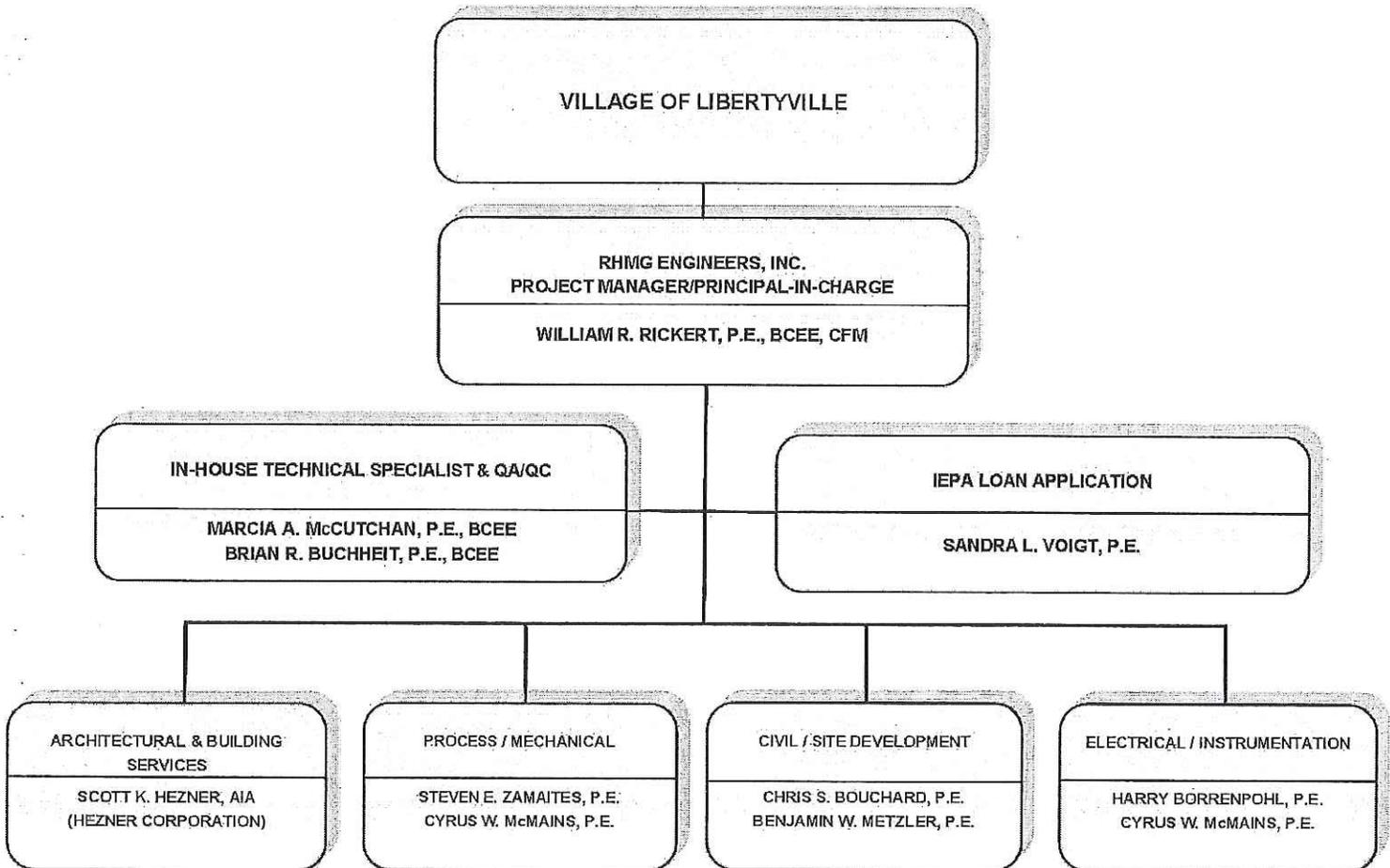
Scott K. Hezner, AIA will be the lead architect for the project and will direct the efforts of the **Hezner Corporation** for the architectural and building services associated with the new chemical building. Mr. Hezner has 34 years of experience and is a vice president of the company. The Hezner Corporation in addition to providing the design services for the new chemical building will prepare all the submittal materials and presentations for the Village's public hearings for the Architectural Review and Village Board.

The process electrical and instrumentation design will be the responsibility of **Harry (Hank) Borrenpohl, P.E.** Mr. Borrenpohl has over 30 years of experience working with wastewater treatment plants, sewer lift stations and SCADA/Telemetry systems.

The civil site design tasks will be led by **Mr. Chris S. Bouchard, P.E.** with assistance from **Mr. Benjamin W. Metzler, P.E.**

RHMG's proposed organization chart for this project follows on the next page.

Project Organization Chart



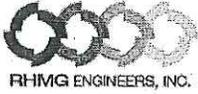


Exhibit D

Design Fee

RHMG proposes to perform the design engineering services for the Chemical Phosphorus Removal Facilities for the Village of Libertyville on an hourly rate basis for a not-to-exceed fee limit of \$156,400.00; as delineated in the attached Exhibit D-1.



Section E

IEPA Loan Requirements

As a condition for obtaining an Illinois Environmental Protection Agency State Revolving Fund Loan to finance construction of the project, certain provisions must be included in the Agreement between the Owner and the Engineer.

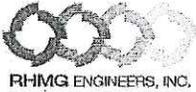
The OWNER and the ENGINEER in consideration of the mutual covenants hereinafter set forth agree as follows:

MBE/WBE Participation During Design

RHMG Engineers, Inc. is a small business enterprises (SBE). The Engineer certifies that all design work for the project will be performed in-house. RHMG Engineers, Inc. will subcontract architectural design services to The Hezner Corporation. The Hezner Corporation is a small business enterprises (SBE).

Audit, Access to Records

- (a) The ENGINEER shall maintain books, records, documents and other evidence directly pertinent to performance of Water Pollution Control Loan Program (WPCLP) work under this agreement consistent with generally accepted accounting principles. The Agency or any of its duly authorized representatives shall have access to such books, records, documents and other evidence for the purpose of inspection, audit and copying. Facilities for such access and inspection shall be provided.
- (b) Audits conducted pursuant to this provision shall be in accordance with auditing standards generally accepted in the United States of America.
- (c) All information and reports resulting from access to records pursuant to subsection (a) above shall be provided to the Agency. The auditing agency will afford the ENGINEER an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report will include the written comments, if any, of the audited parties.
- (d) Records under subsection (a) above shall be maintained and made available during performance of project services under this agreement and for three years after the final loan closing. In addition, those records which relate to any "dispute" pursuant to 35 Ill. Adm. Code Section 662.650 (Disputes), litigation, or the settlement of claims arising out of such performance, or costs or items to which an audit exception has been taken, shall be maintained and made available until three years after the date of resolution of such appeal, litigation, claim or exception.



Covenant Against Contingent Fees

The ENGINEER warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee excepting bonafide employees. For breach or violation of this warranty, the OWNER shall have the right to annul this agreement without liability or in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fees.

Certification Regarding Debarment

The ENGINEER certifies that the individuals, companies, and principals involved with this project are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency in accordance with Federal Executive Order 12549.

Nondiscrimination Clause

The ENGINEER shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The ENGINEER shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the ENGINEER to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

Fair Share Percentage Clause

The engineer agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction, and services in accordance with the Water Pollution Control Loan Program rules. As required by the award conditions of USEPA's Assistance Agreement with Illinois EPA, the engineer acknowledges that the fair share percentages are 5% for MBEs and 12% for WBEs.



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Waive the Competitive Bidding Process and Award a Contract to Arthur Weiler, Inc. for the 2017/18 Tree Planting Program

Staff Recommendation: Approve

Staff Contact: Paul Kendzior, P.E., C.F.M., Director of Public Works

Background: Staff has once again been approached by the contractor, Arthur Weiler, Inc. to extend the current tree quantities and unit prices from the 2015/16 Tree Planting Contract. Arthur Weiler, Inc. will offer the same species, similar quantities and the same quality of trees to be planted this fall as part of a new Contract with no increase in the previously competitively bid unit prices for these items. The 2015/16 bid tabulation is attached for your reference. The second lowest bidder was awarded the original contract when the lowest bidder did not comply with Village bond and certification requirements.

Staff considers this to be an excellent opportunity for the Village's annual tree planting program. There is a shortage in tree species availability, quantity, quality in the marketplace and there has also been some significant price increases due to supply and demand. The Village has worked with Arthur Weiler, Inc. on several projects and has been previously satisfied with the quality, selection and prices of the trees furnished and planted. The proposed one-year contract extension has been reviewed by the Village Attorney and concurrence has been given to proceed.

Staff acknowledges this request is early, however due to the long lead time to initiate this program and the ability to lock-in the prices and availability of the trees expected to be ordered, Staff recommends awarding the contract at this time. The Draft FY 2017/18 Budget proposal provides \$71,965.00 in the Parks Division Budget (Account # 01-07-01-5-729) for this work.

Staff recommends approval of the attached resolution to waive the competitive bidding process, awarding the Contract for the 2017/18 Tree Planting Program to Arthur Weiler, Inc. and authorize execution by the Village Administrator. The Contract amount will not exceed the available proposed budget amount of \$71,965.00. Four positive votes are required for approval.

RESOLUTION NO. 17-R-

A RESOLUTION TO APPROVE A WAIVER OF THE COMPETITIVE
BIDDING PROCESS AND AWARD A CONTRACT FOR THE 2017/18
PARKWAY TREE PLANTING PROGRAM

WHEREAS, the Village of Libertyville awarded a parkway tree planting bid on June 14, 2016; and

WHEREAS, the Village of Libertyville has identified the need to waive competitive bidding for parkway tree planting services due to potential tree shortages; and

WHEREAS, the 2015/16 contractor is able to extend the existing pricing for the 2017/18 parkway tree planting program; and

WHEREAS, the waiver of competitive bids for Parkway Tree Planting Services and the approval of a contract requires Village Board of Trustees approval in the amount not to exceed the amount of \$71,965.00.

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

SECTION 1: Recitals. The Village of Libertyville Board of Trustees approves the waiver of the competitive bid process and approval of the 2017/18 Parkway Tree Planting contract in the amount not to exceed \$71,965.00.

SECTION 2: The Village of Libertyville Board of Trustees authorizes the Mayor to execute an agreement with Arthur Weiler, Inc. for parkway tree planting services.

SECTION 3: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk

Arthur Weiler Inc.
Nursery and Landscape Contractors



12247 West Russell Road • Zion, Illinois 60099 • 847-746-2393 • Fax 847-746-2390

12 January 2017

Village of Libertyville
Jim Barlow
118 W Cook Ave.
Libertyville, IL 60048

Subject: Tree Replacement Contract

Dear Mr. Barlow:

Arthur Weiler, Inc. would like to renew the 2015 Tree Replacement Contract for 2017 per the 50/50 Master Order Form. The prices for 2017 will remain the same, along with the 2 inch species of trees.

If you have any questions, please let us know.

Sincerely,

Glenn Weiler
President

**50/50 Master Order Form
2015-16**

Please provide the following trees in the quantities listed per you recent bid.

Scientific and Common Names	Quantity	Cost per Tree With Planting	Extended Cost for Trees
Acer campestre Hedge Maple	10	\$285.00	\$2850.00
Acer miyabe 'Morton' State Street Maple	24	\$285.00	\$6840.00
Acer rubrum 'Red Sunset' Red Maple	29 26	\$285.00	\$8265.00
Acer saccharum 'Green Mountain' Green Mountain Sugar Maple	20	\$295.00	\$5900.00
Carpinus Carolina American Hornbeam	8	\$400.00	\$3200.00
Celtis occidentalis Hackberry	15	\$285.00	\$4275.00
Ginko biloba (non fruit bearing) Ginko	10	\$340.00	\$3400.00
Gleditsia f. tricanthos inermis 'Shademaster' Shademaster Locust	21	\$300.00	\$6300.00
Gymnocladus dioicus 'Espresso' Kentucky Coffeetree	11	\$340.00	\$3740.00
Ostrya virginiana Ironwood	15	\$300.00	\$4500.00
Syringa reticulata Japanese Tree Lilac	17	\$295.00	\$5015.00
Tilia Americana 'Redmond' Redmond Linden	10	\$280.00	\$2800.00
Quercus Bicolor Swamp White Oak	21	\$300.00	\$6300.00
Ulmus x 'Morton' Accolade Elm	21	\$285.00	\$5985.00
2015 Sub Total			\$69370.00
Less 10% Contingent per contract			\$6937.00
		Total	\$62443.00

-69055

2015 50/50 Tree Planting Bid Tabulation (as-read)

August 25, 2015

Tree	Estimated Quantity	Brancato Landscaping Elk Grove Village, IL		Arthur Weiler, Inc. Zion, IL		J&E Nursery Libertyville, IL	
		Cost per Tree with Planting	Total	Cost per Tree with Planting	Total	Cost per Tree with Planting	Total
Hedge Maple <i>Acer campestre</i>	10	\$255.00	\$2,550.00	\$285.00	\$2,850.00	\$575.00	\$5,750.00
State Street Maple <i>Acer miyabe 'Morton'</i>	20	\$255.00	\$5,100.00	\$285.00	\$5,700.00	\$450.00	\$9,000.00
Red Maple <i>Acer rubrum 'Red Sunset'</i>	20	\$255.00	\$5,100.00	\$285.00	\$5,700.00	\$460.00	\$9,200.00
Green Mtn Sugar Maple <i>Acer saccharum 'Green Mountain'</i>	15	\$255.00	\$3,825.00	\$295.00	\$4,425.00	\$450.00	\$6,750.00
American Hornbeam <i>Carpinus Carolina</i>	10	\$260.00	\$2,600.00	\$400.00	\$4,000.00	\$450.00	\$4,500.00
Hackberry <i>Celtis occidentalis</i>	15	\$255.00	\$3,825.00	\$285.00	\$4,275.00	\$575.00	\$8,625.00
Ginko <i>Ginko biloba (non fruit bearing)</i>	10	\$310.00	\$3,100.00	\$340.00	\$3,400.00	\$600.00	\$6,000.00
Shademaster Locust <i>Gleditsia f. tricanthos inermis</i>	20	\$240.00	\$4,800.00	\$300.00	\$6,000.00	\$575.00	\$11,500.00
Kentucky Coffeetree <i>Gymnocladus dioicus 'Espresso'</i>	10	\$270.00	\$2,700.00	\$340.00	\$3,400.00	\$500.00	\$5,000.00
Ironwood <i>Ostrya virginiana</i>	15	\$270.00	\$4,050.00	\$300.00	\$4,500.00	\$500.00	\$7,500.00
Japanese Tree Lilac <i>Syringa reticulata</i>	15	\$245.00	\$3,675.00	\$295.00	\$4,425.00	\$460.00	\$6,900.00
Redmond Linden <i>Tilia Americana</i>	10	\$245.00	\$2,450.00	\$280.00	\$2,800.00	\$450.00	\$4,500.00
Swamp White Oak <i>Querus Bicolor</i>	20	\$270.00	\$5,400.00	\$300.00	\$6,000.00	\$650.00	\$13,000.00
Accolade Elm <i>Ulmus x 'Morton'</i>	20	\$255.00	\$5,100.00	\$285.00	\$5,700.00	\$600.00	\$12,000.00
	210		\$54,275.00		\$63,175.00		\$110,225.00

Required Submittals

Bid Bond	X	X	
Performance Bond		X	
5 Municipal References	X	X	
State IDA Inspection		X	
Certified Arborist		X	
EAB Compliance		X	



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: January 24, 2017

Agenda Item: Consideration of a Resolution to Approve a Change Order for the Interior Painting of the Libertyville Sports Complex (LSC) Resolution for Amendment #1 for Interior Painting of the Libertyville Sports Complex (LSC)

Staff Recommendation: Approve

Staff Contact: Connie Kowal, Director Sports Complex & Recreation

Background: The 2016-2017 Village Budget includes \$100,000 in LSC Capital Improvements for the interior painting of the main building of the Libertyville Sports Complex. At the October 25, 2016 Village Board meeting, the Board awarded the contract to KB Construction Services, in the amount of \$90,863.81 for the painting of the 1st floor and 2nd floor portions of the LSC.

This interior painting project is scheduled to conclude at the end of January. During the project it was determined by Staff that it would be in the best interests of the Village and the LSC to add a second coat of paint on the 1st floor portion of the project up to 8 feet. A Change Order Request was submitted by KB Construction Services in the amount of \$4,729.68 for this work. The attached exhibit details the requested changes.

This additional work will result in a total cost for the project of \$95,593.49 which will be \$4,406.51 less than the budgeted amount of \$100,000.

Staff recommends the adoption of the attached resolution and approval of this change order. Four positive votes are required for approval.

RESOLUTION NO. 17-R-

A RESOLUTION TO APPROVE AMENDMENT NO. 1 FOR INTERIOR
PAINTING OF THE LIBERTYVILLE SPORTS COMPLEX

WHEREAS, the Village of Libertyville approved a contract for interior painting at the Libertyville Sports Complex (LSC) on October 25, 2016; and

WHEREAS, the Village of Libertyville has identified the need for additional painting services at the Libertyville Sports Complex; and

WHEREAS, the Board of Trustees of the Village of Libertyville has determined that the circumstances said to necessitate the foregoing changes are germane to the original signed contract and the amendment is in the best interest of the Village of Libertyville and authorized by law.

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

SECTION 1: Recitals. The Village of Libertyville Board of Trustees approves Amendment No. 1 for Interior Painting Services at the Sports Complex in the amount of \$4,729.68.

SECTION 2: The Village of Libertyville Board of Trustees authorizes the Mayor to execute an amendment to the existing agreement with KB Construction Services for interior painting services.

SECTION 3: This Resolution shall constitute the written determination required by Section 33E-9 of the Criminal Code of 1961 and shall be in full force and effect from and after its adoption.

SECTION 4: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this ____ day of _____, 2017.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2017.

Terry L. Weppler, Village President

ATTEST:

Sally Kowal, Village Clerk

EXHIBIT A

Change Order Summary

Allow KB Construction Services to perform the work specified in the Change Order Summary (below and attached) for the Interior Painting of the Libertyville Sports Complex presented to the Village of Libertyville and reviewed and approved by the Recreation & Sports Complex Staff, in the additional amount of \$4,729.68.

Change Order Request Summary

(Supporting Documents Attached)

CHANGE ORDER REQUEST SUMMARY TOTAL (NET): \$4,729.68

The Village of Libertyville

Attention: Connie Kowal

Date: 16 Jan 17

Project No: L-05-16-Rev#1

Subject: Paint interior Sports Complex-Additional painting work

Contract: Job Order Contracting Services

Mr. Kowal,

Contingent upon receipt of a signed delivery order to formally obligate KBR, this transmits our proposal to accomplish the subject work, inclusive of the attached proposed scope of work and cost estimate.

Added additional square footage from the floor level to eight feet high to add a second coat of a dark gray in semi-gloss. The paint work will consist of the full north, east, and south wall to eight feet high and the west wall trimmed around the doors and does not include the entrance area. Provide and apply one (1) coat of finish semi-gloss paint approximately 11,500 SF.

No other work is implied or covered by this proposal.

Sincerely,



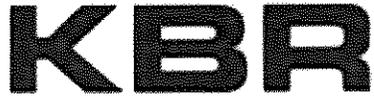
Gregory Frer
Project Leader

Attachments: Scope of work with additional work.
Proposal cost details and cover page

Accepted by: _____ Date _____

KBR

Industrial Services, On Call Construction



Preliminary Estimate, by estimates

Greg Frer

KBR

CP-001-12 - 2012 DuPage County, IL IPA JOC - Fourth Option - 1/01/2016 to 12/31/2016 Sports complex interior paint - L-05-16 REV 1

Greg Frer

Estimator: Greg Frer

Sports complex interior paint

Division Summary (MF04)

01 - General Requirements	
02 - Existing Conditions	
03 - Concrete	
04 - Masonry	
05 - Metals	
06 - Wood, Plastics, and Composites	
07 - Thermal and Moisture Protection	
08 - Openings	
09 - Finishes	\$3,914.00
10 - Specialties	
11 - Equipment	
12 - Furnishings	
13 - Special Construction	
14 - Conveying Equipment	
21 - Fire Suppression	
22 - Plumbing	
23 - Heating, Ventilating, and Air-Conditioning (HVAC)	

26 - Electrical	
27 - Communications	
28 - Electronic Safety and Security	
31 - Earthwork	
32 - Exterior Improvements	
33 - Utilities	
34 - Transportation	
35 - Waterway and Marine Transportation	
41 - Material Processing and Handling Equipment	
44 - Pollution Control Equipment	
46 - Water and Wastewater Equipment	
48 - Electric Power Generation	
Alternate	
Trades	
Assemblies	
FMR	
MF04 Total (Without totalling components)	\$3,914.00

Totalling Components

Subtotal	\$3,914.00
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2012 DuPage County, IL IPA JOC Standard (20.8400%)	\$815.68
--	----------

Material, Labor, and Equipment Totals (No Totalling Components)

Material:	\$947.20
Labor:	\$2,966.80
Equipment:	\$0.00
Other:	\$0.00
Laborhours:	71.38
Green Line Items:2	\$3,914.00

Priced/Non-Priced

Total Priced Items:	2	\$3,914.00	
Total Non-Priced Items:	0	\$0.00	0.00%
	2	\$3,914.00	

Grand Total \$4,729.68

Preliminary Estimate, by estimates

Estimator: Greg Frer **Sports complex interior paint**

Item	Description	UM	Quantity	Unit Cost	Total	Book
09 - Finishes						
1	09-91-23-74-0400 Walls and ceilings, interior, zero voc latex, concrete, dry wall or plaster, latex, paint one coat, smooth finish, brushwork Brush work cutting in next to frames.	S.F.	340.0000	\$0.35	\$119.00	RSM16eFAC Grn, M, L, B P
2	09-91-23-74-0440 Walls and ceilings, interior, zero voc latex, concrete, dry wall or plaster, latex, paint one coat, smooth finish, roller Line item is adder for second coat of semigloss dado line. 1437.5 SF per coat (no atrium area where desk is) x 8' high.	S.F.	11,500.0000	\$0.33	\$3,795.00	RSM16eFAC Grn, M, L, B P
09 - Finishes Total						\$3,914.00
Estimate Grand Total					4,729.68	