



Village of Libertyville Board of Trustees Meeting  
AGENDA  
July 12, 2016  
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 June 28, 2016 Meeting

Documents:

[Minutes of the June 28, 2016 Meeting.pdf](#)

b. Minutes Of The June 28, 2016 Executive Session

c. Bills For Approval

Documents:

[Agenda Item 3C.pdf](#)

d. Ordinance: Amend Zoning Code Text To Correct Errors And Discrepancies

Documents:

[Agenda Item 3D.pdf](#)

e. Ordinance: Approve Fence Variation - 832 Sherborne

Documents:

[Agenda Item 3E.pdf](#)

f. Ordinance: Approve Sign Variation, Napleton Ford - 1010 S. Milwaukee

Documents:

[Agenda Item 3F.pdf](#)

g. Ordinance: Approve Site Plan Permit, Liberty Auto City - 1000 E. Park Avenue

Documents:

[Agenda Item 3G.pdf](#)

h. Ordinance: Approve Special Use Permit, Blue Sky Yoga - 700 N. First Street

Documents:

[Agenda Item 3H.pdf](#)

i. Resolution: Approve Change Order To Annual Mowing Contract With Buhrman

Documents:

[Agenda Item 3I.pdf](#)

j. Ordinance: Approve Vacation Of Unimproved Alley - 429 E. Sunnyside

Documents:

[Agenda Item 3J.pdf](#)

k. Ordinance: Approve Vacation Of Unimproved Alley - 757 W. Sunnyside

Documents:

[Agenda Item 3K.pdf](#)

l. Request Use Of Village Property - Cook Library

Documents:

[Agenda Item 3L.pdf](#)

m. Request Use Of Village Property - Libertyville Junior Woman's Club

Documents:

[Agenda Item 3M.pdf](#)

n. Ordinance: Increase Class J Liquor Licenses - Pear Tree Catering

Documents:

[Agenda Item 3N.pdf](#)

o. Resolution: Approve LHS Homecoming Parade And Temporary Closure Of Milwaukee Avenue

Documents:

[Agenda Item 3O.pdf](#)

4. Plan Commission Report: Amend SUP, ICE Mobility (Deferred From May 24, 2016)

Documents:

[Agenda Item No. 4.pdf](#)

5. Approve Professional Services Agreement With GovHR USA

Documents:

[Agenda Item No. 5.pdf](#)

6. Ordinance: Amend Code Re: Disorderly Conduct

Documents:

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

7. Ordinance: Amend Code Re: Curfew For Minors

Documents:

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

8. Ordinance: Amend Code Re: School Curfew For Minors

Documents:

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

9. Petitions & Communications

10. 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  
June 28, 2016

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, and Peter Garrity. Trustee Todd Gaines was absent.

**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.

Kelly Richter, 249 E. Ellis, thanked Public Works and Engineering for their quick response to an issue. She noted that they showed sensitivity and appreciated their quick communication.

**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 June 14, 2016 Meeting
- B. Bills for Approval
- C. **ORDINANCE 16-O-55: Vacation of Unimproved Alley – 634 Meadow Lane**
- D. **ORDINANCE 16-O-56: Vacation of Unimproved Alley – 208 E. Austin Avenue**
- E. Ordinance: Vacation of Unimproved Alley – 503 Drake Street (*deferred*)
- F. Request to Install Downtown Banners – Lake County Haven
- G. Approve Raffle License Request – Libertyville Sunrise Rotary Club
- H. Request Use of Village Property – Cook Memorial Library
- I. **RESOLUTION 16-R-23: Approve Dissolution of the Emergency Telephone System Board**
- J. 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.

Trustee Justice asked for clarification of costs associated with the Dog Days Event. He asked if the events would break even and requested a final report after the event. The Mayor stated that Mr. Bill Kaiser is making regular reports as the event approaches. Mr. Bill Kaiser, who is overseeing the Village event, stated that he anticipated a slight profit from the event.

The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**ZBA REPORT: Approve Variation for a Fence – 1215 Winchester Road**

President Weppler introduced a ZBA Report for a request from the owner of 832 Sherborne Court and 1215 Winchester Road for a fence variation to allow for enclosure of the property. Members of the ZBA concurred with the request and noted that although the lots are separate, they effectively form a through lot with frontage on two sides. The ZBA recommended approval. The Mayor then asked for questions and comments. Trustee Johnson moved to approve the variation for a fence, and Trustee Adams seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**ZBA REPORT: Approve Variation for Signage – 1010 S. Milwaukee Avenue**

President Weppler explained that Napleton Ford requested approval of a sign variation to increase the number of permitted wall signs from one to four to allow for a manufacturer required sign program installation. Members of the ZBA reviewed the request at their meeting of June 13, 2016 and concurred with the request. The Mayor then asked for questions and comments.

Attorney James Babowice and Mr. Kevin Gordon, General Manager, addressed the Board to answer questions. The Board discussed manufacturers' mandates regarding signs. Trustee Moras moved to approve the variation for signage, and Trustee Garrity seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**PLAN COMMISSION REPORT: Approve Site Plan Permit for 1000 E. Park Avenue**

President Weppler stated that Liberty Auto City is proposing to construct a 13,700 square foot service building at their site at 1000 E. Park Avenue. The addition will service the Subaru franchise at the facility. The proposal meets to Zoning Code requirements, but approval of a Site Plan Permit by the Village Board of Trustees is necessary. The Plan Commission reviewed the request at their June 13, 2016 meeting and recommended approval, subject to the conditions in the report. The Mayor asked for questions and comments.

Mr. Joe Massarelli and architect Mr. John Schmidbauer were present to answer questions. Trustee Moras moved to approve the Site Plan Permit, and Trustee Justice seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**PLAN COMMISSION REPORT: Approve Special Use Permit for 700 N. First Street**

President Wepler explained that at their June 13, 2016 meeting, the Plan Commission heard a request for a Special Use Permit to allow Yoga instruction at 700 N. First Street. The use is currently located at 117 E. Cook Avenue and proposes to relocate to the I-2, East Downtown Transitional District which requires a Special Use Permit for the use. Members of the Plan Commission reviewed the request and recommended approval, subject to providing appropriate parking and that outstanding issues at the site be addressed as listed in the report. The Mayor asked for questions and comments. The petitioner, Kenneth Miller, was available to answer questions.

Trustee Johnson moved to approve the Special Use Permit, and Trustee Justice seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**ORDINANCE 16-O-57: Amend Libertyville Zoning Code re: Parking Requirements for the C-1 District**

President Wepler introduced an ordinance to amend Section 10-1.2.d of the Libertyville Zoning Code relating to parking requirements in the C-1 District. The Village Board approved this request at the June 14, 2016 meeting with the understanding that an ordinance would be drafted for approval at the June 28, 2016 meeting. Administrative Staff recommended approval. The Mayor asked for questions and comments.

Ms. Ana Draa, 1020 Ashley Lane, stated that there had not been enough due diligence and suggested more public opinion. The Mayor noted the need for parking, and Trustee Adams stated the impact on parking when retail becomes restaurant. Trustee Moras noted that the Village webpage promotes information and discussion, but the meetings are not well attended. With parking at a deficit for retail, restaurants must pay or provide parking.

Trustee Garrity moved to approve the ordinance, and Trustee Adams seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**ORDINANCE 16-O-58: Approve Amendment to the Final Plan for 851-937 E. Park Avenue – Bridgepoint 94**

President Wepler introduced an ordinance to approve an Amendment to the Planned Development Final Plan in order to construct an access drive at the south end of the

property to accommodate the parking lot addition along the west side of the Aldridge Electric property. The Village Board approved the request at the June 14, 2016 meeting with the understanding that an ordinance would be drafted for the Village Board to approve the June 28, 2016 meeting. Administrative Staff recommended approval. The Mayor asked for questions and comments.

Trustee Johnson moved to approve the ordinance, and Trustee Garrity seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**ORDINANCE 16-O-59: Approve Site Plan Permit for 844 E. Rockland Road – DPR Investments, LLC**

President Weppler introduced an ordinance to approve a Site Plan Permit for a parking lot expansion at Aldridge Electric at 844 E. Rockland Road. The Village Board approve the request at the June 14, 2016 meeting with the understanding that an ordinance would be drafted for the Village Board to approve at the June 28, 2016 meeting. Administrative Staff recommended approval. The Mayor asked for questions and comments.

Trustee Johnson moved to approve the ordinance, and Trustee Moras seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**ORDINANCE 16-O-60: Amend Chapter 25 of the Municipal Code re: Grease, Oil and Sand Traps**

President Weppler noted the need to once again amend Chapter 25 of the Village Municipal Code, Section 25-105 Grease, Oil and Sand Traps. This recommendation amends the current ordinance to further define an inspection program and compliance procedures for any determined violations. This will include an annual inspection, and in the event that a violation is found, an Inspection Report will be issued listing the violations. Immediate action will be required to correct any violations that threaten the health, welfare and safety of the public. For all other violations, a compliance schedule will be developed and monitored through follow-up inspections and correspondence. If a commercial food establishment owner does not fix the violation within the specific time period, closure proceedings may commence. The proposed Ordinance Amendment will apply to the owner's commercial food establishments and not the building (property) owners.

The Ordinance Amendment has been discussed in great detail with Staff from Public Works and Community Development Departments and has been determined to be

necessary to ensure that no grease buildup occurs in the receiving Village sanitary lines. The ordinance was also discussed at the June 14, 2016 Water & Sewer Committee meeting and recommended for approval. The Mayor asked for questions and comments. Trustee Johnson stated that this provided a good enforcement action and moved to approve the Ordinance Amendment. Trustee Moras seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

### **AWARD BID TO CHICAGOLAND CONSTRUCTION – Riverside Pool Gutter Replacement and Painting**

President Weppler stated that in the 2011-2012 Fiscal Year, Village Staff worked with Engineered Building Solutions, LLC to perform an equipment maintenance audit for the Riverside Pool. One of the items identified in need of replacement was the pool perimeter circulation gutter system. Village Staff then retained the services of Williams Aquatics to develop plans and specifications for the replacement of this system. In anticipation of this, \$145,000.00 was budgeted in the Park Improvement Fund to complete this work. Village Staff received two bids for this work on June 16, 2016:

- |                            |              |
|----------------------------|--------------|
| • Chicagoland Construction | \$ 79,618.00 |
| • Shaeffes Brothers, Inc.  | \$121,900.00 |

Chicagoland Construction was the lowest responsible bidder. Staff received very positive references for this contractor. In addition, Williams Aquatics was also consulted and gave a very positive reference for this contractor. Staff also requested an additional \$8,000.00 be approved as a contingency for any additional work that may be necessary as a result of unforeseen circumstances, and the pool is over 40 years old.

It is anticipated that the work will be conducted after the pool closes in late August in order to have the work completed before the winter weather sets in and in anticipation of the spring 2017 pool season beginning. Administrative Staff recommends awarding the contract to Chicagoland Construction in the amount of \$87,618.00, which includes an \$8,000.00 contingency for any additional work that would result from unforeseen circumstances. The Mayor then asked for questions and comments.

Trustee Johnson asked about the large discrepancy in bid amounts. Public Works Director Kendzior said that he was comfortable with the low bidder. Trustee Moras noted that it was positive that some capital improvement was being completed on the pool.

Trustee Moras moved to award the bid for Riverside Pool gutter replacement and painting to Chicagoland Construction and authorize execution. Trustee Adams seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**AWARD BID TO WALTER & SON WASTE HAULING, LLC – WWTP Primary Digester Cleaning Project**

President Wepler explained that the 2016-2017 Fiscal Year Budget allocated \$82,000 for the Primary Digester Cleaning in the Water and Sewer Capital Improvement Fund. Four proposals were received at the bid opening conducted on June 17, 2016 for the Wastewater Treatment Plant (WWTP) Primary Digester Cleaning project. The proposed work involves disposing of the remaining bio-solids and inorganic material at the bottom of the Primary Digester and then cleaning the tank. It has been 17 years since this work was last completed. Bids ranged from a low of \$76,400.00 and a high of \$151,700.00. The low bidder Walter & Son Waste Hauling, LLC was contacted to verify their numbers, understanding of the scope of work, and their capabilities to meet the project requirements. The provided references were contacted and all had positive reports about the qualifications and quality of work performed by Walter & Son Waste Hauling, LLC on their respective projects.

The pricing schedule included in the bidding specifications was structured based on a disposal unit price per gallon plus a lump sum cleaning cost. Village Staff anticipates drawing the 20-foot deep digester down to at least 280,000 gallons (6 ft.), but is optimistically targeting 215,000 gallons (4 ft.). The final cost will be determined on the remaining quantity when the tank is turned over to the contractor. Based on qualifications of the contractor and being the most responsive bidder, Administrative Staff recommended awarding the contract to Walter & Son Waste Hauling, LLC in the not-to-exceed budgeted amount of \$82,000.00 and authorizing execution. The Mayor then asked for questions or comments.

Responding to a question from Trustee Garrity, Director Kendzior clarified the unique work and bid specifications.

Trustee Garrity moved to award the contract to Walter & Son Waste Hauling, LLC and authorize execution, and Trustee Moras seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

**APPROVE PURCHASE – Aftermarket Equipment for Public Works Truck (Unit #307)**

President Wepler explained that the Fiscal Year 2016-2017 includes \$68,000 in the Fleet Services & Replacement Fund for the purchase of a replacement one-ton utility truck (Unit #307) and outfitting with aftermarket equipment. The purchase of the truck chassis in the amount of \$30,200.00 was approved at the June 14, 2016 Board meeting. Competitive quotes were received for the aftermarket equipment, which includes the truck body, snowplow and the lighting system:

Monroe Truck Equipment, Monroe, WI	\$27,402.00
Sauber Mfg., Virgil, IL	\$34,431.00

Administrative Staff recommended that the purchase of the aftermarket truck equipment be awarded to Monroe Truck Equipment in the amount not to exceed \$27,402.00. The combined cost of the truck chassis and aftermarket equipment equals \$57,602.00, which is less than the \$68,000 budgeted. The Mayor then asked for questions and comments. Trustee Justice moved to waive formal bidding procedures and award the purchase of aftermarket equipment to Monroe Truck Equipment, and Trustee Johnson seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

#### **AUTHORIZE STAFF TO DEVELOP AND DISTRIBUTE RFPs - Stormwater Management Plan**

President Wepler reported that during the budget discussions, the creation of a utility funded by a stormwater fee to provide the necessary funding for all maintenance activities and capital improvements to the Village's stormwater management system was discussed. One of the first steps in the creation of a "Stormwater Utility Fund," which would operate similar to the Village's current Water and Sanitary Sewer Utilities, is to prepare a Village-wide Master Stormwater Management Plan that would identify all flooding locations in the Village that cause damage to structures, property and significant inundation of strategic roadways. As part of the development of the Master Plan, the selected consultant would be responsible to identify a proposed flood reduction project for each location to the appropriate protection level, prepare an estimate of total project costs, determine the resulting benefits, and then prioritize each proposed project by the estimated total costs and benefits.

The minimum level of protection for each recommended project would be 10-year frequency rainfall event. It is the intent that the Master Plan would be relevant for the next 20 years, with updates only being needed on a five-year interval. With the completion of the Master Plan, the Village would know the necessary amount of funding that would be required for the design and construction of the proposed flood reduction capital projects. The inclusion of these capital costs along with the identified maintenance and personnel costs for the stormwater management system would then be used to determine the fee amount and structure of the new "Stormwater Utility Fee." The consultant RFP would also include an alternate for a recommendation on an appropriate Stormwater Utility Fee.

After discussion at the May 24, 2016 Streets Committee, and since there is no funding in the current fiscal year budget, the Streets Committee recommended the distribution of the Request for Consultant Proposal on or about January 1, 2017. This would allow for the

selection process to be completed by the end of April 2017. The necessary funding to complete the majority of the Master Plan can then be allocated in the Capital Improvements Fund as part of the discussion process and meetings for the FY 2017-2018 budget. The Mayor asked for questions and comments.

Trustee Johnson moved to authorize Staff to proceed with Request for Proposals, and Trustee Moras seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

#### **AWARD BID – 2016 Sanitary Storm Sewer Cleaning and Televising Project**

President Wepler reported that three bids for the 2016 Sanitary-Storm Sewer Cleaning & Televising Project were received and opened on Friday, June 17, 2016. The lowest responsible bidder was Visu-Sewer of Illinois, LLC in the amount of \$99,773.00. The work is performed in advance of the 2017 Pavement Rehabilitation Projects in order to identify any underground sewer lines that need repair prior to the roadway work. The Water and Sewer Capital Improvement Fund has \$100,000 allocated for this work. The final project cost will be based on actual work quantities but will not exceed the awarded amount. Administrative Staff recommended awarding the contract for the 2016 Sanitary-Storm Sewer Cleaning & Televising Project to Visu-Sewer of Illinois, LLC in an amount not-to-exceed \$99,773.00 and to authorize execution by the Village Administrator. The Mayor asked for questions or comments.

Trustee Garrity moved to award the contract to Visu-Sewer of Illinois, LLC, and Trustee Justice seconded. The Mayor asked for further questions or comments. The motion carried on roll call vote as follows:

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

NAYS: None

ABSENT: Trustee Gaines

#### **PETITIONS AND COMMUNICATIONS**

President Wepler announced the following:

- Village Hall and all non-emergency offices will be closed on Monday, July 4, 2016 for Independence Day
- The Village Band will perform at 7:30 p.m. on Monday, July 4, 2016, in Butler Lake Park, and a fireworks display will start at 9:30 p.m.
- The Historic Preservation Commission will meet at 4:00 p.m. on Tuesday, July 5, 2016
- The Parks and Recreation Committee and Advisory Commission will meet at 6:00 p.m. on Tuesday, July 5, 2016
- Dog Days of Summer Event will be held in downtown Libertyville Thursday, July 7 through Sunday, July 10, 2016
- The Zoning Board of Appeals will meet at 7:00 p.m. on Monday, July 11, 2016

- The Police Pension Fund will meet at 3:00 p.m. on Tuesday, July 12, 2016
- The Water and Sewer Committee will meet at 7:00 p.m. on Tuesday, July 12, 2016
- The Village board will meet at 8:00 p.m. on Tuesday, July 12, 2016

**EXECUTIVE SESSION – Personnel**

With the need for the Village Board to meet in Executive Session, Trustee Garrity moved to go into Executive Session at 9:01 p.m. Trustee Johnson seconded, and the motion carried on a unanimous voice vote.

**ADJOURNMENT**

The Board returned to the regular meeting 9:25 p.m., and with no further business, Trustee Garrity moved to adjourn, Trustee Johnson seconded, and the motion carried on a unanimous voice vote.

Respectfully submitted,

Sally A. Kowal  
Village Clerk



**VILLAGE BOARD AGENDA SUPPLEMENT**

**Meeting Date:** July 12, 2016  
**Agenda Item:** Approval of Attached Bills  
**Staff Recommendation:** Approve Payment  
**Staff Contact:** Patrice Sutton, Director of Finance

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Summary of Funds

General Fund	\$205,437.42
Capital Improvement Fund	5,000.00
Commuter Parking Fund	2,093.15
Concord Special Service Area	629.57
Emergency Telephone System 911	9,876.16
Firefighters Pension Fund	0.00
Foreign Fire Insurance Tax	972.25
General Bond & Interest	0.00
Hotel/Motel Tax Fund	3,156.28
Libertyville Sports/Comp	41,465.50
Motor Fuel Tax Fund	0.00
Northwest Water/Sewer Fund	0.00
Park Improvement Fund	0.00
Police Pension Fund	0.00
Public Building Improvement Fund	0.00
Road Improvement	340,866.32
Sales Tax Bond Fund	0.00
Tax Increment Finance District	401,495.00
Technology Equipment/Replacement Service Fund	17,172.17
Timber Creek Special Service Area	340.00
Utility Fund	410,367.90
Vehicle Maintenance/Replacement Fund	42,314.25
<b>Total - Accounts Payable</b>	<b>\$1,481,185.97</b>
<b>Total - Payroll 7/5/16</b>	<b>\$809,811.68</b>
<b>Grand Total</b>	<b>\$2,290,997.65</b>

The payment of the above listed funds has been approved by the Village Board of Trustees at a meeting held on July 12, 2016 and you are hereby authorized to pay them from the appropriate budgets.

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Terry L. Wepler, Mayor

Attest:

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Sally A. Kowal, Village Clerk

Invoice Line Desc Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<b>Fund 01 GENERAL FUND</b>					
<b>Dept 0100 ADMINISTRATION/FINANCE</b>					
01-0000-0-155000	POSTAGE HOLDING A/C	NEOFUNDS BY NEOPOST	POSTAGE ACCT #7900044062146018	1,000.00	
01-0000-0-155000	POSTAGE HOLDING A/C	UNITED STATES POSTAL SER	POSTAGE /SCHERTZ BLDG METER #37196524	1,000.00	
01-0000-0-450000	BB-16-0013 - PB-16-0012	ALDRIDGE ELECTRIC INC	BD Bond Refund	1,500.00	
01-0000-0-450000	BB-15-0076 - PD-15-0011	DREAM BIG DEVELOPMENTS I	BD Bond Refund	5,000.00	
01-0000-0-450000	BB-15-0072 - PB-14-0753	KOURACOS, JAMES & JOANNE	BD Bond Refund	5,000.00	
01-0000-0-450000	BB-15-0237 - PB-15-0751	LAZZARETTO CONSTRUCTION	BD Bond Refund	1,500.00	
01-0000-0-450000	BB-16-0034 - PB-16-0090	PERMA-SEAL BASEMENT SYST	BD Bond Refund	500.00	
01-0000-0-450000	BB-16-0074 - PB-16-0258	SOLAR SERVICE	BD Bond Refund	500.00	
01-0000-0-450000	BB-16-0048 - PB-16-0156	TRENTCO BUILDERS INC	BD Bond Refund	500.00	
01-0000-0-453000	HEALTH INS DEPOSITS PAYABLE	MORGAN, ELEANOR	REFUND / HEALTH INS OVRPYMT	621.27	
01-0000-5-643000	AMBULANCE FEES	BYBEE, DAVID	REFUND / AMBULANCE OVRPYMT	20.00	
01-0000-5-643000	AMBULANCE FEES	GALVAN, MARTIN	REFUND / AMBULANCE OVRPYMT	12.00	
01-0000-5-643000	AMBULANCE FEES	HEALTH CARE SERVICE CORP	REFUND / AMBULANCE OVRPYMT	254.62	
01-0000-5-643000	AMBULANCE FEES	NATIONAL GOVERNMENT SERV	REFUND / AMBULANCE OVRPYMT	366.14	
01-0000-6-636000	LOCAL FINES	YOUNG, KATHLEEN	PARTIAL REFUND TICKET PAYMENT	31.25	
Total For Dept 0100 GENERAL				17,805.28	
<b>Dept 0100 ADMINISTRATION/FINANCE</b>					
01-0100-5-722000	POSTAGE	PETTY CASH GENERAL	REPLENISH PETTY CASH	0.48	
01-0100-5-723000	REPORT COVER	PETTY CASH GENERAL	REPLENISH PETTY CASH	16.58	
01-0100-5-723000	POSTAGE MACHINE DISTILLED WATER	PETTY CASH GENERAL	REPLENISH PETTY CASH	1.00	
01-0100-5-726000	BREAKFAST MTG / VLG ADM	PETTY CASH GENERAL	REPLENISH PETTY CASH	31.12	
01-0100-5-726000	REIMB/MILEAGE - TRAINING CLS	PETTY CASH GENERAL	REPLENISH PETTY CASH	31.22	
01-0100-7-713000	MAINTENANCE - COPY MACHINE	RICOH USA, INC	COPIER LEASE	390.36	
01-0100-7-715000	MAINT - OTHER EQUIPMENT	ELLIS SYSTEMS	MOBILE SHELVING SYSTEM SERV AGREEMNET	325.00	
Total For Dept 0100 ADMINISTRATION/FINANCE				795.76	
<b>Dept 0201 ENGINEERING</b>					
01-0201-3-728000	TECHNICAL SERVICES	PADDOCK PUBLICATIONS, IN	PUBLIC NOTICE / PREV WAGE	36.80	
01-0201-5-706000	MATERIALS AND SUPPLIES	CDW GOVERNMENT, INC	YELLOW INK CARTRIDGE	68.93	
01-0201-5-723000	OFFICE SUPPLIES	PITNEY BOWES	POSTAGE MACHINE LEASE	135.00	
Total For Dept 0201 ENGINEERING				240.73	
<b>Dept 0203 STREETS</b>					
01-0203-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS 8/16	11,200.00	
01-0203-3-742000	COPY MACHINE LEASE	RICOH USA, INC	COPIER LEASE	134.36	
01-0203-4-707000	STREETLIGHT ENERGY	COMMONWEALTH EDISON CO	SERVICE 6/16	61.87	
01-0203-4-707000	STREETLIGHT ENERGY	DINEGY ENERGY SERVICES	SERVICE 6/16	3,335.38	
01-0203-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE	MISC HARDWARE & SUPPLIES	199.11	
01-0203-5-706000	MATERIALS AND SUPPLIES	MENARDS - GURNEE	LUMBER	77.80	
01-0203-5-706000	MATERIALS AND SUPPLIES	PRO-SAFETY INC	SAFETY EQUIPMENT	141.40	
01-0203-5-706000	MATERIALS AND SUPPLIES	SHERWIN INDUSTRIES INC	TRAFFIC CONES	997.50	
01-0203-5-752000	UNIFORMS	CUTLER WORKWEAR	UNIFORMS	107.05	
01-0203-5-752000	UNIFORMS	CUTLER WORKWEAR	UNIFORMS	56.87	
01-0203-5-752000	UNIFORMS	CUTLER WORKWEAR	UNIFORMS	18.89	
01-0203-7-708000	STREETLIGHT MAINTENANCE	ACE HARDWARE	MISC HARDWARE & SUPPLIES	11.99	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT REPLACE/REPAIR --4TH & 17	2,715.82	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT REPAIR / BROADWAY - NEWBE	454.20	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT POLE REPAIR / MILW & GREE	1,219.74	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT POLE REPAIR / MILW & GREE	2,281.81	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT REPAIR / 181 ADLER DR	2,054.61	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT REPAIR / 540 DAWES	1,818.10	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT REPAIR / GOLF W OF BTRFLD	1,665.09	

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<b>Fund 01 GENERAL FUND</b>					
<b>Dept 0203 STREETS</b>					
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT REPAIR / 1271 ST JAMES	1,047.52	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT REPAIR / WINDHAVEN & QUAK	1,174.68	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREETLIGHT MAINT 5/16	6,906.01	
01-0203-7-712000	MAINTENANCE BUILDINGS	ECC CLEAN MAINTENANCE, I	JANITORIAL SERVICE	245.00	
01-0203-7-713000	MAINTENANCE ROADWAY MEDIANS	ACE HARDWARE	MISC HARDWARE & SUPPLIES	14.94	
01-0203-7-713000	MAINTENANCE ROADWAY MEDIANS	BUHRMAN DESIGN GROUP INC	ADDT'L LAWN MOWINGS	610.75	
01-0203-7-713000	2016/17 MOWING & LANDSCAPING CO	BUHRMAN DESIGN GROUP INC	2016/17 MOWING & LANDSCAPING CONTRACT	1,380.00	
01-0203-7-715000	MAINTENANCE OTHER EQUIPMENT	RUSSO POWER EQUIPMENT	SAW PARTS	32.50	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	LESTER'S MATERIAL SVCIC	TOP SOIL	153.39	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	PETER BAKER & SON CO	ASPHALT REPAIR	81.60	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	PETER BAKER & SON CO	ASPHALT REPAIR	300.39	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	PETERSEN EXCAVATING	RIP RAP FOR RAY PETERSON DRIVE	72.00	
01-0203-7-717000	MAINTENANCE SIDEWALKS	POINT READY MIX, LLC	CONCRETE REPAIR / 944 WINDHAVEN	1,050.50	
01-0203-7-717000	REPAIR SIDEWALK TRIP HAZARDS	SAFE STEP LLC	REPAIR SIDEWALK TRIP HAZARDS	5,000.00	
01-0203-7-718000	MAINTENANCE STORM SEWERS	ILLINOIS EPA	ANNUAL NPDES FEE /STORMWTR 7/2016--6	1,000.00	
01-0203-7-719000	MAINTENANCE SIGNS	LAKE COUNTY TREASURER	SIGN MATERIALS	55.20	
Total For Dept 0203 STREETS				47,676.07	
<b>Dept 0205 REFUSE &amp; RECYCLING</b>					
01-0205-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS 8/16	1,600.00	
01-0205-3-728000	CONTRACTUAL SERVICES	TKG ENVIRONMENTAL SERVIC	STREET SWEEPING	225.00	
Total For Dept 0205 REFUSE & RECYCLING				1,825.00	
<b>Dept 0301 PLANNING DIVISION</b>					
01-0301-5-722000	POSTAGE	PITNEY BOWES	POSTAGE MACHINE LEASE	135.00	
Total For Dept 0301 PLANNING DIVISION				135.00	
<b>Dept 0302 BUILDING SERVICES</b>					
01-0302-3-728000	TECHNICAL SERVICES	GIL PLUMBING INC	PLUMBING INSPECTIONS	270.00	
01-0302-3-728000	TECHNICAL SERVICES	THOMPSON ELEVATOR INSPEC	3 ELEVATOR PLAN REVIEWS	300.00	
01-0302-3-728000	TECHNICAL SERVICES	THOMPSON ELEVATOR INSPEC	24 SEMI-ANNUAL ELEVATOR INSPECTIONS /	1,232.00	
01-0302-3-728000	TECHNICAL SERVICES	THOMPSON ELEVATOR INSPEC	VARIANCE REVIEW	100.00	
01-0302-3-728000	TECHNICAL SERVICES	THOMPSON ELEVATOR INSPEC	ELEVATOR PLANE REVIEW	100.00	
01-0302-5-723000	OFFICE SUPPLIES	PITNEY BOWES	POSTAGE MACHINE LEASE	135.00	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH	TRAFFIC ENG SERV / BTRFLD RD DEV	2,022.00	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH	TRAFFIC ENG SERV / AUTO EXPRESS	3,407.10	
Total For Dept 0302 BUILDING SERVICES				7,566.10	
<b>Dept 0303 ECONOMIC DEVELOPMENT</b>					
01-0303-5-706000	METRA PKG SIGN / VELCRO	PETTY CASH GENERAL	REFLENISH PETTY CASH	5.34	
Total For Dept 0303 ECONOMIC DEVELOPMENT				5.34	
<b>Dept 0501 POLICE ADMIN, COMMUNICATION &amp; RECORDS</b>					
01-0501-2-720000	INSURANCE	ANDERSON, STEVE	PSEBA MEDICAL INSURANCE REIMBURSEMENT	215.55	
01-0501-3-705000	CONTRACTUAL SERVICES	COMMONWEALTH EDISON CO	SERVICE 6/16	7.71	
01-0501-3-705000	CONTRACTUAL SERVICES	COMMONWEALTH EDISON CO	SERVICE 6/16	7.36	
01-0501-3-705000	CONTRACTUAL SERVICES	GATSO USA	RED LIGHT CAMERA PROGRAM 6/16	4,260.00	
01-0501-3-705000	CONTRACTUAL SERVICES	VILLAGE OF VERNON HILLS	DISPATCH OPERATING & CAPITAL PYMT 7/	31,084.00	
01-0501-3-728000	MEDICAL SERVICES	PUBLIC SERVICE ASSESMEN	PERSONNEL EVALUATION	400.00	
01-0501-3-728000	MEDICAL SERVICES	THEODORE POLYGRAPH SERVI	PRE-EMPLOYMENT TESTING	150.00	
01-0501-3-742000	COPY MACHINE LEASE	RICOH USA, INC	COPIER LEASE	338.00	
01-0501-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE	MISC HARDWARE & SUPPLIES	17.57	
01-0501-5-706000	MATERIALS AND SUPPLIES	SAM'S CLUB DIRECT COMM.	MISC CONCESSION, KITCHEN & OFFICE SUP	74.64	

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<b>Fund 01 GENERAL FUND</b>					
<b>Dept 0501 POLICE ADMIN, COMMUNICATION &amp; RECORDS</b>					
01-0501-5-723000	OFFICE SUPPLIES	PITNEY BOWES	POSTAGE MACHINE LEASE	135.00	
01-0501-5-743000	PRINTING AND PUBLICATIONS	FIORIELLI GRAPHICS & PRIN	BUSINESS CARDS	100.00	
01-0501-7-715000	MAINTENANCE OTHER EQUIPMENT	CDW GOVERNMENT, INC	REPLACEMENT COMPUTER MONITOR	141.76	
Total For Dept 0501 POLICE ADMIN, COMMUNICATION & REC				36,931.59	
<b>Dept 0502 POLICE PATROL</b>					
01-0502-3-730000	EQUIPMENT RENTAL AND USER FEES	IL LAW ENFORCEMENT ALARM	2016 ANNUAL MEMBERSHIP DUES	120.00	
01-0502-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE	MISC HARDWARE & SUPPLIES	4.99	
01-0502-5-706000	MATERIALS AND SUPPLIES	FODRAK'S	LIB DAYS MEALS 6/16	267.21	
01-0502-5-706000	MATERIALS AND SUPPLIES	FODRAK'S	LIB DAYS MEALS 6/18	173.34	
01-0502-5-706000	MATERIALS AND SUPPLIES	FODRAK'S	LIB DAYS MEALS 6/19	140.45	
01-0502-5-706000	MATERIALS AND SUPPLIES	GALLS, LLC	FLARES	529.95	
01-0502-5-706000	MATERIALS AND SUPPLIES	SAM'S CLUB DIRECT COMM.	MISC CONCESSION, KITCHEN & OFFICE SUP	532.96	
01-0502-5-720000	DUI EQUIPMENT	JP MORGAN EQUIPMENT FINA	POLICE VEHICLE VIDEO EQUIPMENT LEASE	8,608.12	
01-0502-5-752000	UNIFORMS	A.W. ZENGELE'S GRANDE C	UNIFORM REPAIR	37.46	
01-0502-5-752000	UNIFORMS	A.W. ZENGELE'S GRANDE C	UNIFORM REPAIR	3.73	
01-0502-5-752000	UNIFORMS	ENTENMANN-ROVIN CO	3 / BADGES	188.00	
01-0502-5-752000	PATCHES	GOLDEN RULE CREATIONS	UNIFORM PATCHES	950.00	
01-0502-5-752000	SHIPPING	GOLDEN RULE CREATIONS	UNIFORM PATCHES	29.33	
01-0502-5-752000	UNIFORMS	SAM'S CLUB DIRECT COMM.	MISC CONCESSION, KITCHEN & OFFICE SUP	39.72	
01-0502-7-715000	MAINTENANCE OTHER EQUIPMENT	CDW GOVERNMENT, INC	COMPUTER SPEAKERS	27.30	
Total For Dept 0502 POLICE PATROL				11,652.56	
<b>Dept 0505 POLICE-COMMUNITY SERVICES</b>					
01-0505-3-751000	ANIMAL CARE	LAKE COUNTY ANIMAL CARE	ANIMAL CARE	140.00	
Total For Dept 0505 POLICE-COMMUNITY SERVICES				140.00	
<b>Dept 0602 FIRE PREVENTION</b>					
01-0602-5-724000	PUBLIC EDUCATION	ACE HARDWARE	MISC HARDWARE & SUPPLIES	9.89	
Total For Dept 0602 FIRE PREVENTION				9.89	
<b>Dept 0603 FIRE-EMERGENCY SERVICES</b>					
01-0603-3-705000	CONTRACTURAL SERVICES	VILLAGE OF VERNON HILLS	DISPATCH OPERATING & CAPITAL PYMT 7/	19,722.00	
01-0603-5-707000	O2	AMERICAN GASES CORP	OXYGEN	43.87	
01-0603-5-707000	FIREFIGHTER SUPPLIES	UNIFIRE	SPECIAL TEAMS EQUIPMENT	1,009.75	
01-0603-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	ACE HARDWARE	MISC HARDWARE & SUPPLIES	39.71	
01-0603-5-726000	ADVANCED FF CLASS / SCHULTZ	NIPSTA	ADV FIREFIGHTER TECH CLS / SCHULTZ	535.00	
Total For Dept 0603 FIRE-EMERGENCY SERVICES				21,350.33	
<b>Dept 0604 FIRE-SUPPORT SERVICES</b>					
01-0604-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE	MISC HARDWARE & SUPPLIES	313.15	
01-0604-5-706000	DISCOUNT	ACE HARDWARE	MISC HARDWARE & SUPPLIES	(64.05)	
01-0604-5-706000	MATERIALS AND SUPPLIES	BATTERIES PLUS LLC	EXIT LIGHT BATTERY STN#1	23.85	
01-0604-5-706000	MATERIALS AND SUPPLIES	COMCAST CABLE	SERVICE / JUN - NOV 2016	126.90	
01-0604-5-706000	MATERIALS AND SUPPLIES	COMCAST CABLE	SERVICE JUN - NOV 2016	152.40	
01-0604-5-706000	MATERIALS AND SUPPLIES	J.C. LIGHT	PAINT / UPSTAIRS OFFICE	54.35	
01-0604-5-707000	GOGGLES	REVISION MILITARY LTD	GOGGLES	776.82	
01-0604-5-752000	JUMPSUIT REPAIR - HUBBARD	A.W. ZENGELE'S GRANDE C	UNIFORM REPAIR	30.00	
Total For Dept 0604 FIRE-SUPPORT SERVICES				1,413.42	
<b>Dept 0701 PARKS</b>					
01-0701-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS 8/16	9,200.00	
01-0701-3-705000	2016/17 MOWING & LANDSCAPING CO	BUHRMAN DESIGN GROUP INC	2016/17 MOWING & LANDSCAPING CONTRACT	323.57	

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01-0701-3-705000	CONTRACTUAL SERVICES	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE	6/16	410.33
01-0701-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE	6/16	139.50
01-0701-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE	6/16	34.05
01-0701-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE	MISC HARDWARE & SUPPLIES		116.53
01-0701-5-706000	MATERIALS AND SUPPLIES	SUPERIOR INDUSTRIAL SUPP	JANITORIAL SUPPLIES		300.40
01-0701-5-728000	TREE SURGERY AND SPRAYING	KINNUCAN CO.	EVERGREEN FUNGICIDE APPLICATION		125.00
01-0701-5-752000	UNIFORMS	GRAINGER INC	DISP GLOVES		16.46
01-0701-5-752000	UNIFORMS	GRAINGER INC	DISP RESPIRATOR		32.00
01-0701-5-752000	UNIFORMS	LECHNER & SONS	UNIFORMS		32.00
01-0701-5-752000	UNIFORMS	LECHNER & SONS	UNIFORMS		32.00
01-0701-7-713000	2016/17 MOWING & LANDSCAPING CO	BUHRMAN DESIGN GROUP INC	2016/17 MOWING & LANDSCAPING CONTRACT		8,012.15
01-0701-7-713000	MAINTENANCE GROUNDS	LESTER'S MATERIAL SERVIC	TOP SOIL		88.80
01-0701-7-713000	MAINTENANCE GROUNDS	SUPERIOR INDUSTRIAL SUPP	JANITORIAL SUPPLIES		226.80
01-0701-7-715000	MAINTENANCE OTHER EQUIPMENT	RUSO POWER EQUIPMENT	PARKS AND SC EQUIPMENT MAINTENANCE PA		92.72

Total For Dept 0701 PARKS 19,183.31

Dept 0702 RECREATION

01-0702-3-713000	INDEPENDENT CONTRACTOR	IL SHOTOKAN KARATE INC	SPRING2016 KARATE INSTRUCTION		4,625.60
01-0702-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE	6/16	1,554.86
01-0702-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE	6/16	1,579.12
01-0702-5-706000	SUPPL & EXP - TOT PROGRAMS	ACE HARDWARE	MISC HARDWARE & SUPPLIES		35.98
01-0702-5-706000	SUPPL & EXP - TOT PROGRAMS	MENARDS - GURNEE	WASP & HORNET SPRAY / ANCHOR KIT		29.90
01-0702-5-706000	SUPPL & EXP - TOT PROGRAMS	RICOH USA, INC	COPIER LEASE		104.96
01-0702-5-706000	SUPPL & EXP - TOT PROGRAMS	SAM'S CLUB DIRECT COMM.	MISC CONCESSION, KITCHEN & OFFICE SUP		68.73
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	ACE HARDWARE	MISC HARDWARE & SUPPLIES		464.11
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	ALBERTSONS	MISC KITCHEN & CONCESSION SUPPLIES		29.96
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	CLOWNING AROUND ENTERTAI	DAY CAMP SUPPLIES		140.00
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	CLOWNING AROUND ENTERTAI	DAY CAMP SUPPLIES		80.00
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	FIGIELLI GRAPHICS & PRIN	DAY CAMP NEWSLETTER WK#3		107.00
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	FIGIELLI GRAPHICS & PRIN	DAY CAMP NEWSLETTERS WEEK 4		116.00
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	PATERSON MEDICAL SUPPLY	FIRST AID SUPPLIES/ COLD PAKS		319.45
01-0702-5-707000	SEE ATTACHED QUOTE FOR SUPPLIES	S & S WORLDWIDE, INC	ADLER DAY CAMP SUPPLIES - SEE ATTACHE		104.71
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	SAM'S CLUB DIRECT COMM.	MISC CONCESSION, KITCHEN & OFFICE SUP		1,138.89
01-0702-5-707000	SUPPL & EXP-YOUTH PROGRAMS	SPORTS 11 INC	SHIRTS		322.92
01-0702-5-716000	DANCE PROGRAM EXPENSE	FIGIELLI GRAPHICS & PRIN	CINDERELLA BROCHURES		70.00
01-0702-5-732000	SUPPLIES & EXP -SFC EVNT FMLY	AAA TENTMASTERS	TENT RENTAL / JULY 4TH		1,213.20
01-0702-5-750000	REFUNDS	ELSTAD, CATHY	CLASS REFUND		108.00
01-0702-5-750000	REFUNDS	KINSLEY, GEORGE	CLASS REFUND		170.00
01-0702-5-750000	REFUNDS	LYON, MELODY	REFUND / SWIM TEAM FEE		285.00
01-0702-7-712000	MAINTENANCE BUILDING	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE	6/16	961.67
01-0702-7-712000	MAINTENANCE BUILDING	NETWORK SERVICES COMPANY	JANITORIAL SUPPLIES		251.51

Total For Dept 0702 RECREATION 13,881.57

Dept 0703 SWIMMING POOL OPERATIONS

01-0703-5-705000	SUPPLIES - SWIM LESSONS	LIBERTYVILLE SUNSET FOOD	SWIM MEET REFRESHMENTS		67.63
01-0703-5-705000	SUPPLIES - SWIM LESSONS	SAM'S CLUB DIRECT COMM.	MISC CONCESSION, KITCHEN & OFFICE SUP		460.74
01-0703-5-705000	SUPPLIES - SWIM LESSONS	SPORTS 11 INC	STOP WATCHES		59.28
01-0703-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE	MISC HARDWARE & SUPPLIES		335.35
01-0703-5-706000	DISCOUNT	ACE HARDWARE	MISC HARDWARE & SUPPLIES		(64.05)
01-0703-5-732000	CONCESSION EXPENSE	GOLD MEDAL-CHICAGO INC	CONCESSION SUPPLIES		369.18
01-0703-5-732000	CONCESSION EXPENSE	PEPSI	CONCESSION SUPPLIES		873.54
01-0703-5-732000	CONCESSION EXPENSE	SAM'S CLUB DIRECT COMM.	MISC CONCESSION, KITCHEN & OFFICE SUP		2,711.83
01-0703-5-732000	CONCESSION EXPENSE	THE ICEE COMPANY	CONCESSION SUPPLIES		642.00

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<b>Fund 01 GENERAL FUND</b>				
<b>Dept 0703 SWIMMING POOL OPERATIONS</b>				
01-0703-7-712000	ACE HARDWARE	MISC HARDWARE & SUPPLIES	23.92	
01-0703-7-712000	CAHILL HEATING & A/C	CHECKED A/C UNIT / ICE MACHINE ROOM	167.50	
01-0703-7-712000	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE 6/16	60.33	
01-0703-7-712000	NETWORK SERVICES COMPANY	JANITORIAL SUPPLIES	157.58	
01-0703-7-712000	ORKIN EXTERMINATING CO I	PEST CONTROL	87.78	
01-0703-7-712000	SUPERIOR INDUSTRIAL SUPP	JANITORIAL SUPPLIES	193.60	
01-0703-7-716000	AIRGAS USA, LLC	CARBON DIOXIDE	348.28	
01-0703-7-716000	HALOGAN SUPPLY CO INC	POOL STABILIZER	427.20	
01-0703-7-716000	UNIVAR USA INC	LIQUID CHLORINE	1,083.55	
Total For Dept 0703 SWIMMING POOL OPERATIONS			8,005.24	
<b>Dept 0704 LIBERTYVILLE GOLF COURSE</b>				
01-0704-7-713000	BUHRMAN DESIGN GROUP INC	RIVERSIDE GOLF MOWING 6/1,7,14,21 & 2	1,447.50	
Total For Dept 0704 LIBERTYVILLE GOLF COURSE			1,447.50	
<b>Dept 0705 SENIOR PROGRAMS</b>				
01-0705-3-713000	CAFE POMIGLIANO	SENIOR DINER CATERING	50.00	
01-0705-3-713000	CAFE POMIGLIANO	SENIOR DINER CATERING	70.00	
01-0705-3-713000	CONTRACTUAL SERVICES	SENIOR DINER CATERING	227.50	
01-0705-4-709000	UTILITIES	SR CTR / INTERNET SERVICE 4-6/16	61.40	
01-0705-5-706000	PROGRAM MATERIALS AND SUPPLIES	SR CTR B/DAY ENTERTAINMENT 6/18	180.00	
01-0705-5-707000	MEAL SUPPLIES	IL DEPT OF PUBLIC HEALTH	35.00	
01-0705-5-707000	MEAL SUPPLIES	IL FOOD SERVICE MANAGER CERT / LOPEZ	61.22	
01-0705-5-714000	SENIOR TRIPS	SAM'S CLUB DIRECT COMM. MISC CONCESSION, KITCHEN & OFFICE SUP	840.00	
Total For Dept 0705 SENIOR PROGRAMS			1,525.12	
<b>Dept 1200 LEGISLATIVE BDS &amp; COMMITTEES</b>				
01-1200-3-728000	PADDOCK PUBLICATIONS, IN	ZEA PUBLIC NOTICE	189.00	
01-1200-3-728000	PADDOCK PUBLICATIONS, IN	PUBLIC NOTICE	163.30	
01-1200-5-726000	MUNICIPAL CLERKS OF DK C	MEMBERSHIP DUES 6/1/16--5/31/17	20.00	
01-1200-5-771000	PIZZA ITALIA	DINNER / FIREFIGHTER INTERVIEWS	35.46	
01-1200-5-771000	PIZZA ITALIA	DINNER / FIREFIGHTER INTERVIEWS	(2.38)	
01-1200-5-771000	PIZZA ITALIA	DINNER / FIREFIGHTER INTERVIEWS	36.92	
01-1200-5-771000	PIZZA ITALIA	DINNER / FIREFIGHTER INTERVIEWS	(2.49)	
01-1200-5-799000	AMERICAN OUTFITTERS LTD	LIB LOGO SHIRTS / TRUSTEE	62.20	
01-1200-5-799000	PETTY CASH GENERAL	REPLENISH PETTY CASH	13.09	
01-1200-5-799000	PETTY CASH GENERAL	REPLENISH PETTY CASH	10.00	
Total For Dept 1200 LEGISLATIVE BDS & COMMITTEES			525.10	
<b>Dept 1500 CENTRAL BUSINESS</b>				
01-1500-7-713000	DST PARKING	2016/17 MOWING & LANDSCAPING CO	265.71	
Total For Dept 1500 CENTRAL BUSINESS DST PARKING			265.71	
<b>Dept 1600 COMMUNITY ORGAN/ACTIVITIES</b>				
01-1600-3-767000	MOSQUITO CONTROL	MOSQUITO MANAGEMENT 8/16	8,250.00	
Total For Dept 1600 COMMUNITY ORGAN/ACTIVITIES			8,250.00	
<b>Dept 1700 PUBLIC BUILDINGS</b>				
01-1700-5-799000	MISCELLANEOUS	SUBSCRIPTION	232.40	
01-1700-5-799000	KITCHEN SUPPLIES	REPLENISH PETTY CASH	19.42	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	MISC HARDWARE & SUPPLIES	19.62	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	ECO CLEAN MAINTENANCE, I	450.00	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	MCDONOUGH MECHANICAL SER A/C REPAIR	912.01	

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<b>Fund 01 GENERAL FUND</b>				
Dept 1700 PUBLIC BUILDINGS				
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	TEMPERATURE EQUIPMENT CO	FILTERS	59.04
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	ACE HARDWARE	MISC HARDWARE & SUPPLIES	8.49
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE	1,170.00
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	MCDONOUGH MECHANICAL SER	A/C REPAIR / RTU#7 SCHERTZ BLDG	786.48
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	MCDONOUGH MECHANICAL SER	REPAIR RTU #2 SCHERTZ BLDG	349.88
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	MCDONOUGH MECHANICAL SER	REPAIR / RTU-6 SCHERTZ BLDG	799.46
Total For Dept 1700 PUBLIC BUILDINGS				4,806.80
Total For Fund 01 GENERAL FUND				205,437.42
<b>Fund 02 CONCORD SPECIAL SERVICE AREA</b>				
Dept 0000 GENERAL				
02-0000-0-780000	RETENTION FOND MAINT	COMMONWEALTH EDISON CO	SERVICE 6/16	154.57
02-0000-0-781000	2016/17 MOWING & LANDSCAPING CO	BUHRMAN DESIGN GROUP INC	2016/17 MOWING & LANDSCAPING CONTRACT	475.00
Total For Dept 0000 GENERAL				629.57
Total For Fund 02 CONCORD SPECIAL SERVICE AREA				629.57
<b>Fund 03 EMERGENCY TELEPHONE SYSTEM 911</b>				
Dept 0000 GENERAL				
03-0000-3-705000	CONTRACTUAL SERVICES	ADVANCED BUSINESS NETWOR	T1 LINE CHARGE	314.76
03-0000-3-705000	CONTRACTUAL SERVICES	VILLAGE OF VERNON HILLS	DISPATCH OPERATING & CAPITAL PYMT 7/	8,753.00
03-0000-4-710000	TELEPHONE	ADVANCED BUSINESS NETWOR	7 / T1 LINE CHARGES	808.40
Total For Dept 0000 GENERAL				9,876.16
Total For Fund 03 EMERGENCY TELEPHONE SYSTEM 911				9,876.16
<b>Fund 05 FOREIGN FIRE INSURANCE TAX</b>				
Dept 0000 GENERAL				
05-0000-0-790000	FIRE FIGHTING/EMER MED EQUIP	UNIFIRE	SPECIAL TEAMS EQUIPMENT	972.25
Total For Dept 0000 GENERAL				972.25
Total For Fund 05 FOREIGN FIRE INSURANCE TAX				972.25
<b>Fund 06 TIM/CREEK SPECIAL SERVICE AREA</b>				
Dept 0000 GENERAL				
06-0000-0-781000	2016/17 MOWING & LANDSCAPING CO	BUHRMAN DESIGN GROUP INC	2016/17 MOWING & LANDSCAPING CONTRACT	340.00
Total For Dept 0000 GENERAL				340.00
Total For Fund 06 TIM/CREEK SPECIAL SERVICE AREA				340.00
<b>Fund 09 TAX INCREMENT FIN DIST #1</b>				
Dept 0000 GENERAL				
09-0000-0-776000	PARKING IMPROVEMENTS	WALKER PARKING CONSULTAN	ENG SERV / CIVIC CTR PARKING STRUCTUR	10,290.00
09-0000-0-776000	PARKING IMPROVEMENTS	WALSH CONSTRUCTION II L	PARKING STRUCTURE CONSTRUCTION	391,205.00
Total For Dept 0000 GENERAL				401,495.00
Total For Fund 09 TAX INCREMENT FIN DIST #1				401,495.00
<b>Fund 13 HOTEL/MOTEL TAX FUND</b>				
Dept 0000 GENERAL				
13-0000-0-645000	DOG DAYS FESTIVAL	NOAH'S REST, INC	REFUND / DOG DAYS VENDOR BOOTH APPLIC	225.00
13-0000-0-713000	2016/17 MOWING & LANDSCAPING CO	BUHRMAN DESIGN GROUP INC	2016/17 MOWING & LANDSCAPING CONTRACT	715.71
13-0000-0-713000	DOWNTOWN BEAUTIFICATION	CHICAGO POWER CLEAN	LIB DAYS CLEAN-UP / SIDWALKS & STREET	825.00

BOTH OPEN AND PAID

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 13 HOTEL/MOTEL TAX FUND

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Dept 0000 GENERAL	DOWNTOWN BEAUTIFICATION	PLASZ, ANDREW	REIMBURSE / ROSES	195.00	
13-0000-0-713000	DOWNTOWN BEAUTIFICATION	PLASZ, ANDREW	REIMBURSE / ROSES	65.00	
13-0000-0-713000	COOK HOUSE	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE	80.00	
13-0000-0-720000	DOG DAYS FESTIVAL	KAISER, WILLIAM	REIMBURSE / SIGNAGE RODS	59.83	
13-0000-0-745000	TOURISM PROMOTIONS	TOWN SQUARE PUBLICATIONS	GLMV CHAMBER OF COMMERCE AD	695.00	
13-0000-0-759000	CIVIC CENTER	CIVIC CENTER FOUNDATION	INTERNET SERV 4-6/2016	45.00	
13-0000-0-762000	CIVIC CENTER	CIVIC CENTER FOUNDATION	LIGHT REPAIR / WEST SIDE OF BLDG 6/18	225.75	
13-0000-0-762000	ADLER CULTURAL CENTER	ACE HARDWARE	MISC HARDWARE & SUPPLIES	24.99	

Total For Dept 0000 GENERAL

3,156.28

Total For Fund 13 HOTEL/MOTEL TAX FUND

3,156.28

Fund 14 COMMUTER PARKING FUND

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Dept 0000 GENERAL	RENTAL OF LAND	AMERICAN LEGION POST #32	PARKING LOT LEASE 8/16	550.00	
14-0000-3-730000	ELECTRICITY	DYNEGY ENERGY SERVICES	SERVICE 6/16	104.76	
14-0000-4-708000	REFUNDS	BINCY, JOHN	COMMUTER PARKING PERMIT REFUND	180.00	
14-0000-5-750000	MAINTENANCE GROUNDS	BUHRMAN DESIGN GROUP INC	ADDT'L LAWN MOWINGS	21.25	
14-0000-7-713000	2016/17 MOWING & LANDSCAPING	BUHRMAN DESIGN GROUP INC	2016/17 MOWING & LANDSCAPING CONTRACT	797.14	
14-0000-7-713000	MAINTENANCE GROUNDS	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE	440.00	

Total For Dept 0000 GENERAL

2,093.15

Total For Fund 14 COMMUTER PARKING FUND

2,093.15

Fund 20 UTILITY FUND

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Dept 0000 GENERAL	WATER	BOICH, MARY	UB refund for account: 0209276500-19	77.86	
20-0000-0-401001	SEWER	BOICH, MARY	UB refund for account: 0209276500-19	63.33	
20-0000-0-401001	WATER	CARDONA, MICHAEL	UB refund for account: 0212706300-05	71.81	
20-0000-0-401001	SEWER	CARDONA, MICHAEL	UB refund for account: 0212706300-05	59.89	
20-0000-0-401001	WATER	FOHRMAN, BRENT	UB refund for account: 0102036006-15	17.74	
20-0000-0-401001	SEWER	FOHRMAN, BRENT	UB refund for account: 0102036006-15	14.79	
20-0000-0-401001	WATER	HICKEY, MATTHEW	UB refund for account: 0214719400-11	77.86	
20-0000-0-401001	SEWER	HICKEY, MATTHEW	UB refund for account: 0214719400-11	63.33	
20-0000-0-401001	WATER	KRAUS, JENNIFER	UB refund for account: 0210293900-12	71.81	
20-0000-0-401001	SEWER	KRAUS, JENNIFER	UB refund for account: 0210293900-12	59.89	
20-0000-0-401001	WATER	LESSEM, MARTIN	UB refund for account: 0102039408-05	91.28	
20-0000-0-401001	SEWER	LESSEM, MARTIN	UB refund for account: 0102039408-05	69.27	
20-0000-0-401001	WATER	LOZINSKI, JEFFREY & LISA	UB refund for account: 0210294600-01	3.36	
20-0000-0-401001	SEWER	LOZINSKI, JEFFREY & LISA	UB refund for account: 0210294600-01	2.91	
20-0000-0-401001	WATER	PINKUS, PENNY	UB refund for account: 0106137500-05	90.82	
20-0000-0-401001	SEWER	PINKUS, PENNY	UB refund for account: 0106137500-05	60.90	
20-0000-0-401001	WATER	RODRIGUEZ, NICOLE	UB refund for account: 0104084605-04	21.96	
20-0000-0-401001	SEWER	RODRIGUEZ, NICOLE	UB refund for account: 0104084605-04	17.65	
20-0000-0-401001	WATER	SENTER, BRUCE & LISA	UB refund for account: 0214723521-06	71.81	
20-0000-0-401001	SEWER	SENTER, BRUCE & LISA	UB refund for account: 0214723521-06	59.89	
20-0000-0-401001	WATER	SHAFFER, ANDREW	UB refund for account: 0208252700-06	60.52	
20-0000-0-401001	SEWER	SHAFFER, ANDREW	UB refund for account: 0208252700-06	52.20	

Total For Dept 0000 GENERAL

1,180.88

Dept 2020 WATER DEPARTMENT

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
20-2020-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS 8/16	8,000.00	
20-2020-3-728000	CALAMP GUARDIAN STANDARD UHF	B & W CONTROL SYS INTEGR	RADIO FOR WINCHESTER - CALAMP GUARDIA	1,084.60	

Invoice Line Desc Vendor Invoice Description Amount Check #

Fund 20 UTILITY FUND

Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Dept 20 WATER DEPARTMENT				
20-2020-3-728000	B & W CONTROL SYS INTEGR	RADIO FOR WINCHESTER - CALAMP GUARDIA	79.20	
20-2020-3-728000	B & W CONTROL SYS INTEGR	RADIO FOR WINCHESTER - CALAMP GUARDIA	35.00	
20-2020-3-728000	MUNICIPAL & FINANCIAL SE	WATER & SEWER RATE STUDY	7,800.00	
20-2020-4-708000	COMMONWEALTH EDISON CO	SERVICE 6/16	68.80	
20-2020-4-708000	COMMONWEALTH EDISON CO	SERVICE 6/16	146.95	
20-2020-4-708000	COMMONWEALTH EDISON CO	SERVICE 6/16	49.14	
20-2020-4-708000	COMMONWEALTH EDISON CO	SERVICE 6/16	32.95	
20-2020-4-708000	DYNEGY ENERGY SERVICES	SERVICE 6/16	1,525.78	
20-2020-4-710000	SPRINT / NEXTEL COMMUNIC	SERVICE 5/24--6/23/2016	50.99	
20-2020-5-706000	ACE HARDWARE	MISC HARDWARE & SUPPLIES	147.68	
20-2020-5-706000	USA BLUEBOOK	WATER MAIN FITTINGS	390.18	
20-2020-5-726000	DITANTO, LAURA	REIMB / HOTEL - ILCMA CONF 6/22-24	332.04	
20-2020-5-752000	CUTLER WORKWEAR	UNIFORMS	120.55	
20-2020-5-752000	CUTLER WORKWEAR	UNIFORMS	93.56	
20-2020-5-798000	CENTRAL LK CTY JOINT ACT	WATER USAGE JUNE 2016	216,953.10	
20-2020-7-712000	DOOR SERVICE INC	SERVICE CALL FOR SLIDING GATE AT PW	495.00	
20-2020-7-712000	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE	220.00	
20-2020-7-712000	ECO CLEAN MAINTENANCE, I	JANITORIAL SERVICE	245.00	
20-2020-7-716000	CENTRAL SOD FARMS INC	SOD	73.60	
20-2020-7-716000	DORNER COMPANY	WATER MAIN FITTINGS	101.93	
20-2020-7-716000	GIESEN, DAVID	REIMBURSE DAMAGE EXP DUE TO WTRMN REP	1,907.13	
20-2020-7-716000	TEST GAUGE & BACKFLOW SU	REPAIR KIT	48.53	
	Total For Dept 2020 WATER DEPARTMENT		240,001.71	

Dept 2021 SEWER DEPARTMENT

20-2021-2-720000	INSURANCE	PW UNION MED/DENTAL, INS 8/16	3,800.00	
20-2021-4-708000	ELECTRICITY	SERVICE 6/16	92.96	
20-2021-4-708000	ELECTRICITY	SERVICE 6/16	89.81	
20-2021-4-708000	ELECTRICITY	SERVICE 6/16	57.25	
20-2021-4-708000	ELECTRICITY	SERVICE 6/16	43.34	
20-2021-4-708000	ELECTRICITY	SERVICE 6/16	142.66	
20-2021-4-708000	ELECTRICITY	SERVICE 6/16	142.21	
20-2021-4-708000	ELECTRICITY	SERVICE 6/16	36.42	
20-2021-7-715000	MAINTENANCE LIFT STATIONS	MISC HARDWARE & SUPPLIES	46.06	
20-2021-7-715000	DISCOUNT	MISC HARDWARE & SUPPLIES	59.99	
20-2021-7-715000	MAINTENANCE LIFT STATIONS	BWCSI SUPPORT SERVICES	(64.04)	
	Total For Dept 2021 SEWER DEPARTMENT		86.28	

4,532.94

Dept 2022 WASTE WATER TREATMENT PLANT

20-2022-3-728000	TECHNICAL SERVICES	BWCSI SUPPORT SERVICES	1,041.66	
20-2022-3-728000	ENGINEERING SERVICES	ENGINEERING SEWER ORDINANCE REVISIONS	2,125.00	
20-2022-3-728000	TECHNICAL SERVICES	ANNUAL NPDES FEE -SEWAGE&SLUDGE 7/20	17,500.00	
20-2022-3-728000	TECHNICAL SERVICES	LAB SUPPLIES	110.00	
20-2022-5-706000	MATERIALS AND SUPPLIES	LAB WATER	41.39	
20-2022-5-706000	MATERIALS AND SUPPLIES	MISC CONCESSION, KITCHEN & OFFICE SUP	193.88	
20-2022-5-706000	MATERIALS AND SUPPLIES	PIPET FILLER BULB	36.74	
20-2022-5-707000	WEED CONTROL APPLICATION	LAGOON WEED TREATMENT	1,200.00	
20-2022-7-712000	2016/17 MOWING & LANDSCAPING CO	2016/17 MOWING & LANDSCAPING CONTRACT	362.86	
20-2022-7-712000	MAINT - BUILDING & GROUNDS	INFLUENT FLOW METER TRANSDUCER	577.22	
20-2022-7-712000	MAINT - BUILDING & GROUNDS	PAINT	94.58	
20-2022-7-715000	MAINTENANCE OTHER EQUIPMENT	VACUUM PUMP OIL	77.58	

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Fund 20 UTILITY FUND	Dept 2022 WASTE WATER TREATMENT PLANT	Total For Dept 2022 WASTE WATER TREATMENT PLANT	23,360.91
Dept 2024 UTILITY-CAPITAL IMPROVEMENT	WWTIP IMPR	ENG SERVICE / WWTIP MASTER PLAN	4,270.75
20-2024-6-750000	UNDERGROUND IMPROVEMENT	TRINE CONSTRUCTION CORP 2016 WATER MAIN REPLACEMENT PROJ-PROJ	137,020.71
20-2024-6-772000		Total For Dept 2024 UTILITY-CAPITAL IMPROVEMENT	141,291.46
		Total For Fund 20 UTILITY FUND	410,367.90
Fund 30 VEHICLE MAINT/REPL SERVICE FD			
Dept 0000 GENERAL	INSURANCE	PW UNION MED/DENTAL INS 8/16	4,800.00
30-0000-2-720000	TOOLS	SHOP TOOLS	235.14
30-0000-5-707000	TOOLS	MIKE FREUND, INC BRAKE PISTON TOOL	295.56
30-0000-5-711000	GASOLINE & OIL	FUEL	13,820.48
30-0000-5-714000	VEHICLE PARTS	ACE HARDWARE MISC HARDWARE & SUPPLIES	75.95
30-0000-5-714000	VEHICLE PARTS	DUXLER TIRE STORE TIRES	493.72
30-0000-5-714000	VEHICLE PARTS	DUXLER TIRE STORE TIRE DISPOSAL	107.50
30-0000-5-714000	VEHICLE PARTS	DUXLER TIRE STORE TIRES	740.58
30-0000-5-714000	VEHICLE PARTS	DUXLER TIRE STORE TIRES	493.72
30-0000-5-714000	VEHICLE PARTS	GLOBAL EMERGENCY PRODUCT VEHICLE PARTS	268.28
30-0000-5-714000	VEHICLE PARTS	HAVEY COMMUNICATIONS 2 SIREN SPEAKER DRIVER E-461	292.20
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL BRAKES #009	307.90
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL BOLTS	15.06
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL SENSOR ASSEMBLY #314	44.91
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL HINGES #P-10	95.26
30-0000-5-714000	VEHICLE PARTS	POMP'S TIRE SERVICE INC TIRES #328	455.00
30-0000-5-714000	VEHICLE PARTS	R.A. ADAMS ENTERPRISES, TRAILER JACK	44.27
30-0000-5-789000	ACCIDENT DAMAGE EXPENSE	LIBERTYVILLE LINCOLN SAL BUMPER & EXHAUST #008	790.93
30-0000-6-790000	TOYOTA 2009/10 MODEL 8FGCU25 -L	TOYOTA 2009/10 MODEL 8FGCU25 - LIFT T	11,900.00
30-0000-6-790000	DELIVERY	ATLAS COMPANIES	143.00
30-0000-6-790000	LEASE PAYMENTS - PRINCIPAL	JP MORGAN EQUIPMENT FINA PUBLIC WORKS TRUCK LEASE	6,894.79
30-0000-9-795000		Total For Dept 0000 GENERAL	42,314.25
Fund 31 TECHNOLOGY EQUIP/REPL SER FD		Total For Fund 30 VEHICLE MAINT/REPL SERVICE FD	42,314.25
Dept 0000 GENERAL	CONSULTING SERVICES	INNOVATIVE MSP SOLUTIONS IT SUPPORT 6/16, 20 & 23	1,875.00
31-0000-3-728000	WIRELESS SERVICE	VERIZON WIRELESS SERVICE 5/20--6/19	2,901.52
31-0000-4-711000	INTERNET ACCESS	ADVANCED BUSINESS NETWORK 7 / T1 LINE CHARGES	911.65
31-0000-6-790000	HPE PROLIANT DL380 GEN 9 16162	ITSADVY LLC NEW VIRTUAL SERVER HOST	2,860.00
31-0000-6-790000	SOLID STATE DRIVES 240 GB 1636	ITSADVY LLC NEW VIRTUAL SERVER HOST	3,915.00
31-0000-6-790000	INTEL XEON E5-2640V3 16161973	ITSADVY LLC NEW VIRTUAL SERVER HOST	900.00
31-0000-6-790000	HPE MEMORY MODULES 16 GB 16160	ITSADVY LLC NEW VIRTUAL SERVER HOST	1,200.00
31-0000-6-790000	HPE 4 HOUR 24X7 SERVICE 1617313	ITSADVY LLC NEW VIRTUAL SERVER HOST	1,400.00
31-0000-6-790000	HPE ILO ADVANCED 14052065	ITSADVY LLC NEW VIRTUAL SERVER HOST	250.00
31-0000-6-790000	SHIPPING	ITSADVY LLC NEW VIRTUAL SERVER HOST	25.00
31-0000-6-790000	MEMORY MODULES 8 GB 14052608	ITSADVY LLC NEW VIRTUAL SERVER HOST	920.00
31-0000-6-790000	SHIPPING	ITSADVY LLC EXISTING VIRTUAL SERVER UPGRADES	14.00
31-0000-6-790000		Total For Dept 0000 GENERAL	17,172.17
		Total For Fund 31 TECHNOLOGY EQUIP/REPL SER FD	17,172.17

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Fund 40 CAPITAL IMPROVEMENT FUND

Dept 0000 GENERAL	REPAIR SIDEWALK TRIP HAZARDS	SAFE STEP LLC	REPAIR SIDEWALK TRIP HAZARDS	5,000.00	
40-0000-0-784000					
		Total For Dept 0000 GENERAL		5,000.00	

Fund 41 ROAD IMPROVEMENT FUND

Dept 0000 GENERAL	ROAD REHABILITATION	ALAMP CONCRETE CONTRACTO	2015 PAVEMENT RESURFACING PROJECT-PRO	333,519.46	
41-0000-6-773000		CHRISTOPHER B BURKE ENG	2017 PAVEMENT RESURFACING PROJ ENG SE	7,346.86	
41-0000-6-773000		Total For Dept 0000 GENERAL		340,866.32	
		Total For Fund 41 ROAD IMPROVEMENT FUND		340,866.32	

Fund 60 LIBERTYVILLE SPORTS COMP FUND

Dept 6001 LSC-INDOOR SPORTS CENTER					
60-6001-2-720000	INSURANCE				
60-6001-3-713000	INDEPENDENT CONTRACTORS	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS 8/16	3,200.00	
60-6001-4-708000	ELECTRICITY	MIKHAIL TSIPI	FENCING CLASS INSTRUCTION	540.00	
60-6001-5-706000	MATERIALS AND SUPPLIES SPORTS	DYNEGY ENERGY SERVICES	SERVICE 6/16	13,317.81	
60-6001-5-706000	MATERIALS AND SUPPLIES SPORTS	PRO-SAFETY INC	SAFETY-VESTS	74.73	
60-6001-5-706000	MATERIALS AND SUPPLIES SPORTS	SAM'S CLUB DIRECT COMM.	MISC CONCESSION, KITCHEN & OFFICE SUP	15.88	
60-6001-5-706000	MATERIALS AND SUPPLIES SPORTS	SERVICE SANITATION, INC.	RESTROOM RENTAL	103.00	
60-6001-5-716000	CONCESSIONS	ALBERTSONS	MISC KITCHEN & CONCESSION SUPPLIES	58.47	
60-6001-5-716000	CONCESSIONS	CAHILL HEATING & A/C	ICE MACHINE / REPAIR & PARTS	492.50	
60-6001-5-716000	CONCESSIONS	EDIBLE ARRANGEMENTS-604	CONCESSIONS	93.79	
60-6001-5-716000	CONCESSIONS	EDIBLE ARRANGEMENTS-604	CONCESSION / FRUIT SALADS 6/24	113.74	
60-6001-5-716000	CONCESSIONS	EDIBLE ARRANGEMENTS-604	CONCESSIONS / FRUIT SALADS 6/11	93.79	
60-6001-5-716000	CONCESSIONS	EDIBLE ARRANGEMENTS-604	CONCESSIONS / FRUIT SALADS 7/1	43.91	
60-6001-5-716000	CONCESSIONS	GOLD MEDAL-CHICAGO INC	CONCESSION SUPPLIES	290.93	
60-6001-5-716000	CONCESSIONS	GOLD MEDAL-CHICAGO INC	CONCESSION SUPPLIES	385.88	
60-6001-5-716000	CONCESSIONS	PEPSI	CONCESSION SUPPLIES	517.08	
60-6001-5-716000	CONCESSIONS	PEPSI	CONCESSION SUPPLIES	546.88	
60-6001-5-716000	CONCESSIONS	PEPSI	CONCESSION SUPPLIES	1,097.65	
60-6001-5-716000	CONCESSIONS	SAM'S CLUB DIRECT COMM.	CONCESSIONS SUPPLIES	562.23	
60-6001-5-733000	MATL & SUPPLIES CONF & BIRTHDY	SAM'S CLUB DIRECT COMM.	MISC CONCESSION, KITCHEN & OFFICE SUP	1,956.39	
60-6001-5-733000	MATL & SUPPLIES CONF & BIRTHDY	UNITED PARCEL SERVICE	MISC CONCESSION, KITCHEN & OFFICE SUP	207.42	
60-6001-5-734000	MATERIALS & SUPPLIES FITNESS	ACE HARDWARE	SHIPPING	9.30	
60-6001-5-734000	MATERIALS & SUPPLIES FITNESS	SAM'S CLUB DIRECT COMM.	MISC HARDWARE & SUPPLIES	10.77	
60-6001-7-712000	MAINTENANCE BUILDING	ACE HARDWARE	MISC CONCESSION, KITCHEN & OFFICE SUP	84.76	
60-6001-7-712000	MAINTENANCE BUILDING	CHICAGO POWER CLEAN	MISC HARDWARE & SUPPLIES	46.92	
60-6001-7-712000	MAINTENANCE BUILDING	ECO CLEAN MAINTENANCE, I	POWER CLEAN ISC SIDEWALKS, ENTRYS & GO	475.00	
60-6001-7-712000	MAINTENANCE BUILDING	ECO CLEAN MAINTENANCE, I	SCRUB /WAX SERVICE 6/6	397.00	
60-6001-7-712000	MAINTENANCE BUILDING	ECO CLEAN MAINTENANCE, I	ADDT'L JANITORIAL SERVICE 6/13	32.00	
60-6001-7-712000	MAINTENANCE BUILDING / MATS	LECHNER & SONS	JANITORIAL SERVICE 6/16	3,290.00	
60-6001-7-712000	MAINTENANCE BUILDING / UNIFORMS	LECHNER & SONS	UNIFORMS / MATS	112.00	
60-6001-7-712000	MAINTENANCE BUILDING	LECHNER & SONS	UNIFORMS / MATS	8.00	
60-6001-7-712000	MAINTENANCE BUILDING	NETWORK SERVICES COMPANY	JANITORIAL SUPPLIES	562.79	
60-6001-7-712000	MAINTENANCE BUILDING	NORTH SHORE SIGN	REPAIR MESSAGE SIGN	290.00	
60-6001-7-712000	MAINTENANCE BUILDING	ORKIN EXTERMINATING CO I	PEST CONTROL	50.00	
60-6001-7-712000	MAINTENANCE BUILDING	SUPERIOR INDUSTRIAL SUPP	JANITORIAL SUPPLIES	318.30	
60-6001-7-714000	2016/17 MOWING & LANDSCAPING CO	BUHRMAN DESIGN GROUP INC	2016/17 MOWING & LANDSCAPING CONTRACT	1,942.86	

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Fund 60 LIBERTYVILLE SPORTS COMP FUND  
 Dept 6001 LSC-INDOOR SPORTS CENTER

Dept 6002 LSC-GOLF LEARNING CENTER				31,403.67	
60-6002-3-716000	CONTRACTUAL-GOLF LESSONS				
60-6002-4-708000	ELECTRICITY	CMAC GOLF INC	GOLF INSTRUCTION 6/16	2,083.50	
60-6002-5-735000	PRO SHOP MERCHANDISE	DYNEGY ENERGY SERVICES	SERVICE 6/16	887.57	
60-6002-7-712000	MAINTENANCE BUILDING	CMAC GOLF INC	JUNE2016 GOLF SHOP SALES	4,097.10	
60-6002-7-713000	2016/17 MOWING & LANDSCAPING CO	CHICAGO POWER CLEAN	POWER CLEAN LSC SIDWALKS, ENTRYS & GO	400.00	
60-6002-7-715000	MAINTENANCE OTHER EQUIPMENT	BUHRMAN DESIGN GROUP INC	2016/17 MOWING & LANDSCAPING CONTRACT	1,714.29	
		RUSSO POWER EQUIPMENT	PARKS AND SC EQUIPMENT MAINTENANCE PA	30.99	
				<hr/>	
		Total For Dept 6002 LSC-GOLF LEARNING CENTER		9,213.45	

Dept 6003 LSC-FAMILY ENTERTAINMENT CENTER  
 60-6003-0-708000

				848.38	
		DYNEGY ENERGY SERVICES	SERVICE 6/16		
				<hr/>	
		Total For Dept 6003 LSC-FAMILY ENTERTAINMENT CENTER		848.38	
				<hr/>	
		Total For Fund 60 LIBERTYVILLE SPORTS COMP FUND		41,465.50	
				<hr/>	

JOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund Totals:		
			Fund 01 GENERAL FUND	205,437.42	
			Fund 02 CONCORD SPECIA	629.57	
			Fund 03 EMERGENCY TELE	9,876.16	
			Fund 05 FOREIGN FIRE I	972.25	
			Fund 06 TIM/CREEK SPEC	340.00	
			Fund 09 TAX INCREMENT	401,495.00	
			Fund 13 HOTEL/MOTEL TA	3,156.28	
			Fund 14 COMMUTER PARKI	2,093.15	
			Fund 20 UTILITY FUND	410,367.90	
			Fund 30 VEHICLE MAINT/	42,314.25	
			Fund 31 TECHNOLOGY EQU	17,172.17	
			Fund 40 CAPITAL IMPROV	5,000.00	
			Fund 41 ROAD IMPROVEME	340,866.32	
			Fund 60 LIBERTYVILLE S	41,465.50	
			Total For All Funds:	1,481,185.97	



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Ordinance Amending Text of the Libertyville Zoning Code to Correct Errors and Clarify Discrepancies – Village of Libertyville, Applicant

**Staff Recommendation:** Approve ordinance.

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

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**Background:** The attached ordinance would amend various sections of the Zoning Code to correct errors and clarify discrepancies within the Code. The Village Board approved this request at their June 28, 2016, meeting with the understanding that an ordinance would be drafted for the Village Board to approve at their July 12, 2016 meeting. The Administrative Staff recommends the Village Board approve the attached ordinance.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_

AN ORDINANCE AMENDING VARIOUS SECTIONS  
OF THE LIBERTYVILLE ZONING CODE  
RELATING TO ERRORS AND DISCREPANCIES

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Adopted by the  
President and Board of Trustees  
of  
the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

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Published in pamphlet form by direction  
and authority of the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_\_

AN ORDINANCE AMENDING VARIOUS SECTIONS  
OF THE LIBERTYVILLE ZONING CODE  
RELATING TO ERRORS AND DISCREPANCIES

WHEREAS, the President and Board of Trustees of the Village of Libertyville have considered amending the Libertyville Zoning Code in order to correct errors and clarify discrepancies within the Code; and

WHEREAS, on April 18, 2016, the Development Review Committee reviewed and recommended approval of the requested zoning relief; and

WHEREAS, the Plan Commission of the Village of Libertyville, pursuant to notice duly published on May 7, 2016, in the *Daily Herald*, held a public hearing on May 23, 2016, at 7:05 p.m., at the Village Hall, 118 West Cook Avenue, Libertyville, Illinois for the purpose of hearing and considering testimony regarding the requested zoning relief; and

WHEREAS, on May 23, 2016, the Plan Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the President and Board of Trustees of the Village of Libertyville that the proposed text amendment be approved, all as is more specifically set forth in that certain Report of the Plan Commission on Case No. PC 16-14, dated as of June 8, 2016; and

WHEREAS, the President and Board of Trustees of the Village of Libertyville have considered the findings and recommendations of the Plan Commission 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: Determination as to Findings. The Village Board finds the following:

- a. *The consistency of the proposed amendment with the purposes of this Code.* The proposed Zoning Code text amendments are consistent with the purposes of the Code.
- b. *The existing uses and zoning classifications of properties in the vicinity of the subject property.* The proposed corrections and clarifications to the Zoning Code are appropriate for those existing zoning classifications currently in place.
- c. *The trend of development in the vicinity of the subject property, including changes, if any, in such trend since the subject property was placed in its present zoning classification.* The various trends in development throughout the Village shall be appropriately addressed by the proposed Zoning Code text amendments.
- d. *The extent to which the value of the subject property is diminished by its present zoning classification.* No such diminishment is expected from the proposed Zoning Code text amendments.
- e. *The extent to which such diminution in value is offset by an increase in the public health, safety and welfare.* No such diminution is expected from the proposed Zoning Code text amendments.
- f. *The extent, if any, to which the use and enjoyment of adjacent properties would be adversely affected by the proposed amendment.* The use and enjoyment of properties within the Village shall not be adversely affected by the proposed Zoning Code text amendments.
- g. *The extent, if any, to which the value of adjacent properties would be adversely affected by the proposed amendment.* The value of properties within the Village shall not be adversely affected by the proposed Zoning Code text amendments.
- h. *The extent, if any, to which the future orderly development of adjacent properties would be adversely affected by the proposed amendment.* The future of orderly development of properties within the Village shall not be adversely affected by the proposed Zoning Code text amendments.
- i. *The suitability of the subject property for uses permitted or specially permitted under its zoning classification.* The suitability of properties for uses permitted or specially permitted under their zoning classification shall not be adversely affected by the proposed Zoning Code text amendments.

- j. *The availability of adequate ingress to and egress from the subject property and the extent to which traffic conditions in the immediate vicinity of the subject property would be affected by the proposed amendment.* The availability of adequate ingress to and egress from properties and the extent to which traffic conditions within the vicinity of properties within the Village shall not be adversely affected by the proposed Zoning Code text amendments.
- k. *The availability of adequate utilities and essential public services to the subject property to accommodate the uses permitted or specially permitted under its present and proposed zoning classification.* The availability of adequate utilities and essential public services to properties within the Village shall not be adversely affected by the proposed Zoning Code text amendments.
- l. *The length of time, if any, that the subject property has been vacant, considered in the context of the pace of development in the vicinity of the subject property.* The length of time, if any, that properties within the Village have been vacant, shall not be adversely affected by the proposed Zoning Code text amendments, in the context of the pace of future development of such properties.
- m. *The community need for the proposed amendment and for the uses and development it would allow.* The Village has identified a community need for the proposed Zoning Code text amendments.

SECTION THREE: Amendment of Article 2. Article 2-2, entitled “Definitions” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**2-2 DEFINITIONS**

PHYSICAL FITNESS STUDIOS. a space specifically designated for exercise, fitness training, and physical wellness activities. Also included are toilets, office, and general storage normally found in a Physical Fitness (Exercise Room) space to meet codes and regulations. Physical Fitness Studios do not include: high bay court games (basketball, racquetball), saunas, hot tubs, steam rooms, swimming pools, food preparation, and service or sporting goods retail.

SECTION FOUR: Amendment of Article 5. Article 5-2.2, entitled “Permitted Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**5-2.2 Permitted Uses.**

- n. Cut and Sew Apparel Contractors (31521)

SECTION FIVE: Amendment of Article 5. Article 5-2.2, entitled “Permitted Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**5-2.2 Permitted Uses.**

- o. Management of Companies and Enterprises (55), but limited to:
  - 1) Corporate, Subsidiary, and Regional Managing Offices (551114)

SECTION SIX: Amendment of Article 5. Article 5-3.3, entitled “Special Permit Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**5-3.3 Special Permit Uses.**

- j. Education Services (611), but limited to:
  - 1) Sports and Recreation Instruction (611620)

SECTION SEVEN: Amendment of Article 5. Article 5-4.3, entitled “Special Permit Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**5-4.3 Special Permit Uses.**

- o. Fitness and Recreation Sports Centers (713940), but limited to Physical Fitness Studios

SECTION EIGHT: Amendment of Article 5. Article 5-2.2, entitled “Permitted Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**5-2.2 Permitted Uses.**

- l. Retail Trade, but limited to:
  - 10) Sporting Goods, Hobby, Book, and Music Stores (451), but excluding Gun Shops (451110)

SECTION NINE: Amendment of Article 5. Article 5-3.2, entitled “Permitted Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**5-3.2 Permitted Uses.**

- k. Retail Trade, but limited to:
  - 11) Sporting Goods, Hobby, Book, and Music Stores (451), but excluding Gun Shops (451110)

SECTION TEN: Amendment of Article 5. Article 5-4.2, entitled “Permitted Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**5-4.2 Permitted Uses.**

- m. Retail Trade, but limited to:
  - 11) Sporting Goods, Hobby, Book, and Music Stores (451), but excluding Gun Shops (451110)

SECTION ELEVEN: Amendment of Article 5. Article 5-5.2, entitled “Permitted Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**5-5.2 Permitted Uses.**

- m. Retail Trade, but limited to:
  - 11) Sporting Goods, Hobby, Book, and Music Stores (451), but excluding Gun Shops (451110)

SECTION TWELVE: Amendment of Article 6. Article 6-2.2, entitled “Permitted Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**6-2.2 Permitted Uses.**

- i. Insurance Carriers and Related Activities (524)

SECTION THIRTEEN: Amendment of Article 7. Article 7-4.2, entitled “Permitted Uses” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**7-4.2 Permitted Uses.**

- c. Manufacturing, but limited to:
  - 6) Food Manufacturing (311), excluding animal slaughtering and processing (3116)

SECTION FOURTEEN: Amendment of Article 13. Article 13-6, entitled “Residential Recreational Facilities and Swimming Pools” of the Libertyville Zoning Code shall be, and it hereby is, amended pursuant to Section 16-14 of the Libertyville Zoning Code, as follows:

**13-6 RESIDENTIAL RECREATIONAL FACILITIES AND SWIMMING POOLS**

Except as provided herein, outdoor residential recreational facilities and swimming pools accessory to any dwelling located in any Residential District shall be buffered and screened by a solid fence or a densely planted evergreen hedge of not less than six (6) feet in height in combination along with any other landscaping materials as may be needed. Such screening shall be provided on all sides of such facility or swimming pool which are visible from any property or street which is adjacent to the zoning lot on which such residential recreational facility or swimming pool is located. If the owner of a residential recreational facility or swimming pool desires to obtain a waiver from this screening requirement, the owner shall identify the side or sides of the residential recreational facility or swimming pool for which the owner is seeking a waiver from the screening requirements and must obtain consent to such waiver by written agreement from the owners of all adjacent residentially zoned lots that are both within the Village and within one hundred (100) feet of the lot on which the recreational facility or swimming pool is located. Upon receipt of an agreement executed by all such adjacent property owners, the portion of the screening for which a waiver is being sought shall not be required. The waiver shall remain in effect during such time as the adjacent property owners continue to hold the legal or beneficial interest in the title to such adjacent properties. The written agreement shall provide that upon written demand of any of the adjacent property owners or upon the sale or transfer of the legal or beneficial interest in any of the adjacent properties, all otherwise required screening shall be installed, in compliance with this section, within ninety (90) days of either such written demand or the sale or transfer of the legal or beneficial interest in any of the adjacent properties. Failure to install the required screening within such ninety (90) day period shall be deemed a violation of this Code. In the event that the new owner of the legal or beneficial interest of an adjacent property executes the agreement required by this section, the waiver with respect to screening shall remain in force. The written agreement shall be recorded with the Lake County

Recorder of Deeds against the property upon which the residential recreational facility or swimming pool is located and each of the adjacent properties.

SECTION FIFTEEN: Effective Date. This ordinance shall be in full force and effect from and after its passage, approval and publication in the manner provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Terry L. Wepler, Village President

ATTEST:

\_\_\_\_\_  
Sally Kowal, Village Clerk



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Ordinance Granting a Variation for a Fence (ZBA 16-07) at 832 Sherborne Court and 1215 Winchester Road – William Watson, Applicant

**Staff Recommendation:** Approve ordinance.

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

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**Background:** The attached ordinance would grant a variation to allow a fence to be constructed in the front yard at 832 Sherborne Court and 1215 Winchester Road. The Village Board approved this request at their June 28, 2016, meeting with the understanding that an ordinance would be drafted for the Village Board to approve at their July 12, 2016 meeting. The Administrative Staff recommends the Village Board approve the attached ordinance.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_

AN ORDINANCE GRANTING A VARIATION  
TO ALLOW A FENCE IN THE FRONT YARD  
AT 832 SHERBORNE COURT AND 1215 WINCHESTER ROAD

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Adopted by the  
President and Board of Trustees  
of  
the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

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Published in pamphlet form by direction  
and authority of the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_\_

AN ORDINANCE GRANTING A VARIATION  
TO ALLOW A FENCE IN THE FRONT YARD  
AT 832 SHERBORNE COURT AND 1215 WINCHESTER ROAD

WHEREAS, William Watson (the “Owner”), filed an application with the Zoning Board of Appeals of the Village of Libertyville seeking a variation to allow a fence to be constructed in the front yard at a height of 4-1/2 feet and to exceed 1/3 the linear length of the front property line within the front yard in an R-3, 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 May 16, 2016, the Development Review Committee reviewed and recommended approval of the requested variation; and

WHEREAS, the Zoning Board of Appeals, pursuant to notice duly published on May 28, 2016, in the *Daily Herald*, held a public hearing on June 13, 2016, at 7:00 p.m., at 118 West Cook Avenue, Libertyville, Illinois, for the purpose of hearing and considering testimony regarding the requested variation; and

WHEREAS, on June 13, 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 variation be approved, all as is more specifically set forth in that certain Report of the Zoning Board of Appeals on Case No. ZBA 16-07, dated as of June 22, 2016; 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 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 lot, located as 1215 W. Winchester Road, is of standard size and shape. The lot is utilized as part of the yard and home at 832 Sherborne Court. The lot is directly north of the home lot.
3. Not Self-Created. The physical condition is not the result of any actions by the owner or their predecessors.
4. Denied Substantial Rights. The variation would provide substantial rights commonly enjoyed by all owners of other lots subject to the same provision. Several lots in the area and along Winchester Road have fences along Winchester Road, either by variation of grandfathered prior to development of codes.
5. Not Merely Special Privilege. The difficulty is not merely a special privilege or additional right not available to other owners of lots subject to the same privilege.
6. Code and Plan Purposes. The variation would not result in development of the lot not in harmony with the general and specific purpose for which this Code and the provisions of which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan.
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 variation to allow for the proposed fence.

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 Owner a variation to allow a fence to be constructed in the front yard at a height of 4-1/2 feet and to exceed 1/3 the linear length of the front property line within the front yard in an R-3, Single Family Residential District; provided, however, that this variation shall be, and hereby is, expressly made subject to the conditions and limitations set forth in Section Four below.

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

- (a) The fence 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 16-07.
- (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 Owner or their successors or assigns at any time in the future to comply with the terms of this ordinance shall subject the Owner or their successors or assigns to the penalties set forth in the Libertyville Municipal Code and to termination of this variation 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 has paid all fees and charges owing to the Village and arising from this approval.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Terry L. Wepler, Village President

ATTEST:

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Sally Kowal, Village Clerk

**EXHIBIT A**

Legal Description of the Property

The East Half of That Part of the Southeast Quarter of the North West Quarter of Section 17, Township 44 North, Range 11, East of the Third Principal Meridian, Described as Follows: Beginning at a Point on the North Line of Said South East Quarter of the Northwest Quarter 238.8 Feet West of the North East Corner Thereof; Thence South 663.7 Feet to a Point on the South Line of the North East Quarter of the South East Quarter of the North West Quarter Which is 254.25 Feet West of the South East Corner of Said North East Quarter of the South East Quarter of the North West Quarter; Thence West Along Said South Line 235.85 Feet; Thence North 664.6 Feet to the North Line of Said South East Quarter of the North West Quarter; Thence East Along Said North Line 251.6 Feet to the Place of Beginning (Except the South 380.0 Feet Thereof), in Lake County, Illinois.



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Ordinance Granting a Sign Variation (ZBA 16-08) at 1010 S. Milwaukee Avenue – Sedgley Partners, LLC, Applicant

**Staff Recommendation:** Approve ordinance.

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

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**Background:** The attached ordinance would grant a sign variation to increase the number of permitted wall signs for Napleton Ford at 1010 S. Milwaukee Avenue. The Village Board approved this request at their June 28, 2016, meeting with the understanding that an ordinance would be drafted for the Village Board to approve at their July 12, 2016 meeting. The Administrative Staff recommends the Village Board approve the attached ordinance.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_

AN ORDINANCE GRANTING A SIGN VARIATION  
AT 1010 S. MILWAUKEE AVENUE

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Adopted by the  
President and Board of Trustees  
of  
the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

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Published in pamphlet form by direction  
and authority of the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_\_

AN ORDINANCE GRANTING A SIGN VARIATION  
AT 1010 S. MILWAUKEE AVENUE

WHEREAS, Sedgley Partners, LLC (the “Owner”) is the owner of property located at 1010 S. Milwaukee 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 a C-5, Vehicle Dealer Commercial 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 a variation to Section 11-13 of the Libertyville Zoning Code to increase the maximum number of permitted wall signs per vehicle manufacturer from one (1) to four (4) for a building located in a C-5, Vehicle Dealer Commercial District; and

WHEREAS, on May 16, 2016, the Development Review Committee reviewed and recommended denial of the requested variation; and

WHEREAS, the Zoning Board of Appeals, pursuant to notice duly published on May 28, 2016, in the *Daily Herald*, held a public hearing on June 13, 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 June 13, 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 16-08, dated as of June 22, 2016; 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 16-08, dated as of June 22, 2016, 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 and layout of the subject property is unique since it is located at a corner along a busy automobile dealership corridor in the C-5 Commercial Zoning District where most of the dealerships in Libertyville are located at this time.
3. Not Self-Created. The hardship was not created by the applicant, but is a result of the site remodeling and the requirements for identification imposed by the manufacturer on the applicant's tenant. The sign changes must be implemented by Napleton Ford.
4. Denied Substantial Rights. The applicant would be denied substantial rights if denied the

variation since the variation provides the applicant the same right shared by other businesses in the community; the right to have customers identify their businesses through reasonable signage. Further, it is consistent with rights granted to other car dealers in the C-5 District. The C-5 District allows up to two (2) wall signs per zoning lot and a maximum square footage not to exceed 25% of the facade.

5. Not Merely Special Privilege. The granting of a variation to the applicant would not be a special privilege since the site use is for a permitted auto sales location in the C-5 Zoning District.
6. Code and Plan Purposes. The variation would result in a use that would be in harmony with the general and specific purpose for which the Code was enacted since the Code allows businesses reasonable use of their property and the intent is to encourage business growth in the commercial areas of the Village.
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 reasonable means available to the applicant by which the hardship can be avoided or remedied to a degree sufficient to allow a reasonable use of the property since the manufacturer has a requirement for uniform 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 a variation to increase the maximum number of permitted wall signs per vehicle manufacturer from one (1) to four (4) for a building located in a C-5, Vehicle Dealer Commercial District; provided, however, that this variation shall be, and hereby is, expressly made subject to the conditions and limitations set forth in Section Four below.

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

- (a) The variation 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 16-08; 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 this variation 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 \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Terry L. Weppler, Village President

ATTEST:

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Sally Kowal, Village Clerk

## **EXHIBIT A**

### Legal Description of the Property

That Part of Lots 8 and 13 Described as Follows: Commencing at the South West Corner of the North Half of Said Lot 8; Thence East Along the South Line of Said North Half of Lot 8, 600 Feet; Thence Northwesterly Parallel to the Westerly Line of Said Lots 8 and 13, 490 Feet; Thence West Parallel to the South Line of Lot 13, 600 Feet to the Center Line of Milwaukee Avenue; Thence Southerly Along the Center Line of Milwaukee Avenue, 490 Feet to the Plat of Beginning in Ernst Hecht Estate Subdivision (Except the Westerly 45 Feet Measured at Right Angles to the Center Line of Milwaukee Avenue), Being a Subdivision in Sections 20, 21, 22, 27, 28, and 29, Township 44 North, Range 11, East of the Third Principal Meridian, According to the Plat Thereof, Recorded May 23, 1918, as Document 177862, in Book "K" of Plats, Pages 10 and 11 (Except that Part Conveyed to the Department of Transportation for Highway Purposes by Instrument Recorded March 15, 1984 as Document No. 2272105), in Lake County, Illinois.



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Ordinance Granting Approval of a Site Plan Permit (PC 16-16) at 1000 E. Park Avenue – Mass Properties, Applicant

**Staff Recommendation:** Approve ordinance.

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

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**Background:** The attached ordinance would approve a Site Plan Permit for construction of a 13,700 square foot service building for Liberty Auto City at 1000 E. Park Avenue. The Village Board approved this request at their June 28, 2016, meeting with the understanding that an ordinance would be drafted for the Village Board to approve at their July 12, 2016, meeting. The Administrative Staff recommends the Village Board approve the attached ordinance.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_

AN ORDINANCE GRANTING A SITE PLAN PERMIT  
AT 1000 E. PARK AVENUE

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Adopted by the  
President and Board of Trustees  
of  
the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

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Published in pamphlet form by direction  
and authority of the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_\_

AN ORDINANCE GRANTING A SITE PLAN PERMIT  
AT 1000 E. PARK AVENUE

WHEREAS, Mass Properties (the “Owner”), is the owner of certain real property commonly known as 1000 E. Park Avenue and 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 under the Libertyville Zoning Code; and

WHEREAS, pursuant to Section 16-10 of the Libertyville Zoning Code, issuance of a Site Plan Permit by the Libertyville Board of Trustees is required for developments with a gross area of ten (10) acres or more; and

WHEREAS, the Owner submitted plans and specifications as required by Section 16-10 of the Libertyville Zoning Code for a Site Plan Permit in order to construct a 13,700 square foot service building on the Subject Property, which plans and specifications have been filed with the Village Clerk and shall be by this reference incorporated herein as Exhibit B (the “Site Plan”); and

WHEREAS, on May 16, 2016, the Development Review Committee reviewed and recommended approval of the requested zoning relief; and

WHEREAS, the Plan Commission of the Village of Libertyville, pursuant to notice duly published on May 28, 2016, in the *Daily Herald*, held a public meeting on June 13, 2016, at 7:05 p.m., at the Village Hall, 118 West Cook Avenue, Libertyville, Illinois for the purpose of hearing and considering testimony regarding the requested Site Plan; and

WHEREAS, on June 13, 2016, the Plan Commission, having fully heard and considered the

testimony of all those present at the public meeting who wished to testify, made findings of fact as required by law and recommended to the President and Board of Trustees of the Village of Libertyville that a Site Plan Permit be granted in conformance with the Site Plan, subject to certain conditions and limitations, all as is more specifically set forth in that certain Report of the Plan Commission on Case No. 16-16, dated as of June 22, 2016; and

WHEREAS, the President and Board of Trustees of the Village of Libertyville have considered the Site Plan and the findings and recommendations of the Plan Commission 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 Plan Commission as set forth in that certain Report of the Plan Commission on Case No. 16-16, dated as of June 22, 2016, shall be, and they hereby are, accepted and adopted by the President and Board of Trustees of the Village of Libertyville.

SECTION THREE: Site Plan Approval and Conditions. A Site Plan Permit shall be, and it hereby is, granted to the Owner pursuant to Section 16-10 of the Libertyville Zoning Code for the development of the Subject Property in conformity with the Site Plan except as otherwise provided in this ordinance; provided, however, that the issuance of the Site Plan Permit shall be, and it hereby is, expressly made subject to the following conditions and limitations:

- (a) The Site Plan Permit shall not authorize the extension of any use nor the development or construction of improvements, but shall merely authorize the preparation, filing

and processing of applications for any permits or approvals that may be required by the codes and ordinances of the Village.

- (b) The Subject Property shall comply with all other ordinances, rules and regulations of the Village and the requirements of the Village thereunder.
- (c) That a Watershed Development Permit Application shall be submitted.
- (d) That no activity shall take place inside the Floodway limitation without submitting the required application through IDNR/DOWR/LCSMC. Appropriate soil erosion and sediment control practices shall be placed along the floodway line.
- (e) That no materials should be stored within the floodplain area except the proposed building foundation.
- (f) That the building protection should be in full compliance with Article 7 – Section 706.02.
- (g) That a Bench Mark location shall be shown and shall be based on NAVD 88.
- (h) That the proposed compensatory storage area shall comply with all applicable Floodplain / flood protection requirements.
- (i) That a cross-section of the compensatory storage area be provided and it shall indicate the existing and proposed elevation and retaining wall. Timber retaining wall shall not be permitted.
- (j) That a CLOMR shall be submitted to FEMA and LCSMC after the Watershed Development Permit is issued.
- (k) That a LOMR shall be submitted to FEMA to amend the floodplain limit boundary.
- (l) That an Elevation Certificate is required after the building is constructed and grading is complete and prior to occupancy.
- (m) That all existing underground utilities should be relocated outside the proposed building foundation and shall be shown on the civil engineering plans.
- (n) That the Sanitary sewer flow calculations should be submitted; if determined that the sewer discharge is 1500 gallon/day or greater, a sanitary sewer permit shall be required from the IEPA.
- (o) That an NPDES permit is required from the IEPA, and SWPPP shall be submitted.
- (p) That the concrete washout should be located away from any storm sewer inlets and shall be shown on the civil engineering plans.

- (q) That inlet baskets on all the storm inlets shall be provided and locations and details shown on the civil engineering plans.
- (r) That the stock pile location and construction staging shall be shown on the civil engineering plans.
- (s) That a Plat of Easement shall be submitted for review and approval prior to execution and recording.
- (t) That the Engineering cost estimate shall be submitted.

SECTION FOUR: Compliance. The failure or refusal of the Owner or their successors or assigns at any time in the future to comply with the terms of this ordinance shall subject the Owner or such successors or assigns to the penalties set forth in the Libertyville Zoning Code and to termination of the Site Plan Permit and approval of the Site Plan after notice and public hearing as may be required by state statute or the Libertyville Zoning Code, and to any other penalties or legal action that may be authorized by law.

SECTION FIVE: 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 \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Terry L. Weppler, Village President

ATTEST:

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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 Wrights 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 175 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 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 Wrights 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 Northeasterly Along a Straight Line, 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 729.26 Feet and Tangent to the Last Described Link at the Last Described Point, a Long Chord Distance of 55.99 Feet to 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; Thence 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 Wrights Addition to the Village of Libertyville, 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 Centerline of the Des Plaines River; Thence Southeasterly Along. Said Centerline to a Point Being 1572.1 Feet Easterly of the Easterly Line of C. Frank Wrights Addition 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 Quarter of the Southwest Quarter 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 Centerline of the Des Plaines River; Thence Easterly and Southerly Along the Centerline 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.

**EXHIBIT B**

Site Plan Permit



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Ordinance Granting Approval of a Special Use Permit (PC 16-17) at 700 N. First Street – Blue Sky Yoga, Applicant

**Staff Recommendation:** Approve ordinance.

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

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**Background:** The attached ordinance would approve a Special Use Permit for Fitness Instruction for Blue Sky Yoga at 700 N. First Street. The Village Board approved this request at their June 28, 2016, meeting with the understanding that an ordinance would be drafted for the Village Board to approve at their July 12, 2016, meeting. The Administrative Staff recommends the Village Board approve the attached ordinance.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_

AN ORDINANCE GRANTING A SPECIAL USE PERMIT  
FOR FITNESS INSTRUCTION  
AT 700 N. FIRST STREET

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Adopted by the  
President and Board of Trustees  
of  
the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

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Published in pamphlet form by direction  
and authority of the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2016

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_\_\_

AN ORDINANCE GRANTING A SPECIAL USE PERMIT  
FOR FITNESS INSTRUCTION  
AT 700 N. FIRST STREET

WHEREAS, Blue Sky Yoga (the “Lessee”), is the lessee of certain real property commonly known as 700 N. First Street and 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-2, East Downtown Transitional District under the Libertyville Zoning Code; and

WHEREAS, Fitness Instruction is authorized as a Special Use, subject to certain limitations, in an I-2, East Downtown Transitional District in the Village of Libertyville; and

WHEREAS, the Lessee filed an application with the Village of Libertyville seeking a Special Use Permit for Fitness Instruction in order to operate a yoga instruction studio on the Subject Property; and

WHEREAS, on May 16, 2016, the Development Review Committee reviewed and recommended approval of the requested zoning relief; and

WHEREAS, the Plan Commission of the Village of Libertyville, pursuant to notice duly published on May 28, 2016, in the *Daily Herald*, held a public hearing on June 13, 2016, at 7:05 p.m., at the Village Hall, 118 West Cook Avenue, Libertyville, Illinois for the purpose of hearing and considering testimony regarding the requested zoning relief; and

WHEREAS, on June 13, 2016, the Plan Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the President and Board of Trustees of the Village of

Libertyville that the requested zoning relief for Fitness Instruction in order to operate a yoga instruction studio on the Subject Property should be granted, subject to certain conditions and limitations, all as is more specifically set forth in that certain Report of the Plan Commission on Case No. PC 16-17, dated as of June 22, 2016; and

WHEREAS, the President and Board of Trustees of the Village of Libertyville have considered the Lessee's application and the findings and recommendations of the Plan Commission and are fully advised in the premises and have determined that the requested zoning relief for Fitness Instruction in order to operate a yoga instruction studio on the Subject Property should be granted, subject to certain conditions and limitations as hereinafter set forth.

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 Plan Commission shall be, and they hereby are, accepted and adopted by the President and Board of Trustees of the Village of Libertyville. In addition and without limitation of the foregoing, subject to the conditions and limitations set forth in Section Three below, the President and Board of Trustees of the Village of Libertyville do hereby find and determine:

- a. General Standards. No special use permit shall be recommended or granted pursuant to this Section 16-9 unless the applicant shall establish that:
  - 1) Code and Plan Purposes. The proposal is consistent with Code and Plan purposes.
  - 2) Adverse Impact. Blue Sky Yoga is a family-oriented business that will not have an adverse impact on surrounding properties.

- 3) Interference with Surrounding Development. The studio is a part time business, open less than 25 hours a week, and has class sizes of only 5-6 people.
  - 4) Adequate Public Facilities. 700 N. First Street is centrally located and served by adequate public facilities.
  - 5) Traffic Congestion. Blue Sky Yoga has an average of 5-6 students per class and the hours of operation are less than 25 hours a week including weekends. Parking and traffic congestion will not be a problem as they have adequate parking in both the front and side of the building.
  - 6) Destruction of Significant Features. They are making no changes to the building and our surroundings.
  - 7) Compliance with Standards. Blue Sky Yoga will remain in compliance with the standards listed above while running the business at this location,
- c. Considerations. In determining whether the applicant's evidence establishes that the foregoing standards have been met, the Plan Commission and the Board of Trustees shall consider:
- 1) Public Benefit. Blue Sky Yoga has been in business in downtown Libertyville for over three years and will continue to provide public benefit.
  - 2) Alternative Locations. There is no other location in mind that does not require issuance of a Special Use Permit.
  - 3) Mitigation of Adverse Impacts. Their presence in this building will minimize any and all adverse impact as they are a yoga studio versus past businesses that were manufacturing and light industrial.

SECTION THREE: Special Use Permit and Conditions. A Special Use Permit shall be, and is hereby, granted to the Lessee, pursuant to Section 16-9 of the Libertyville Zoning Code, for Fitness Instruction in order to operate a yoga instruction studio on the Subject Property; provided, however, that this Special Use Permit shall be, and it hereby is, expressly made subject to the following conditions and limitations:

1. The Special Use Permit shall not authorize the extension of any use nor the development or construction of improvements, but shall merely authorize the preparation, filing and processing of applications for any permits or approvals that may be required by the codes and ordinances of the Village.

2. Subject to an extension of time granted by the Village Administrator pursuant to Section 15-1.12 of the Libertyville Zoning Code, the Special Use Permit shall not be valid for a period longer than one year unless a building permit is issued and construction is actually begun within that period and is thereafter diligently pursued to completion or unless a Zoning Certificate of Occupancy is issued and the use commenced within that period.
3. The use shall comply with the Libertyville Zoning Code and all other ordinances, rules, and regulations of the Village and the requirements of the Village thereunder.
4. That a Site Plan showing code compliant parking lot striping within the existing paved portion of the site be submitted and reviewed by Staff prior to issuance of an Occupancy Permit to the applicant Blue Sky Yoga.
5. That the illegal occupancies for the “landlord storage” and the “Eye Lash Business” or any other tenants in the building at 700 North First Street without occupancy permits shall vacate the premises or application for Occupancy Permits shall be submitted prior to the Village issuing an Occupancy Permit the Blue Sky Yoga.
6. That in order to demonstrate that the proposed prospective tenant Blue Sky Yoga will not trigger the need to install fire-sprinklers in this building, the applicant or the building owner is required to demonstrate that this building’s use category or building occupancy group will not change from the last approved Business Occupancy Group category prior to an issuance of an Occupancy Permit to the applicant Blue Sky Yoga.
7. That a current detailed floor plan architecturally drawn to scale of the entire building shall be submitted for review prior to the issuance of an Occupancy Permit to the applicant Blue Sky Yoga.
8. That the building and all tenant spaces meet the bathroom and exit requirements for the occupant load by including all bathrooms and exits on the current floor plan to be submitted.
9. That a pre-occupancy walk through of the building shall be required and requested by and scheduled with the building owner in order to determine if any substantial changes were made since the last approved work in 1995 that may have affected life safety, handicapped accessibility, state plumbing codes prior to the issuance of an Occupancy Permit to the Blue Sky Yoga.

SECTION FOUR: Compliance. The failure or refusal of the Lessee or their respective successors or assigns at any time in the future to comply with the terms of this ordinance or the Special Use Permit shall subject the Lessee or such successors or assigns to the penalties set forth in

the Libertyville Zoning Code and to termination of the Special Use Permit after notice and public hearing as may be required by state statute or the Libertyville Zoning Code, and to any other penalties or legal action that may be authorized by law.

SECTION FIVE: Effective Date. This ordinance shall be in full force and effect from and after its passage; 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 Lessee shall have paid all fees and charges owing to the Village and arising from this approval.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Terry L. Wepler, Village President

ATTEST:

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Sally Kowal, Village Clerk

## EXHIBIT A

### Legal Description of the Property

PARCEL 1:

THOSE PARTS OF LOTS 12 AND 13 IN SCHOOL TRUSTEE'S SUBDIVISION OF SECTION 16, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS BEGINNING AT A POINT ON THE EAST LINE OF FIRST STREET AS SHOWN BY A PLAT OF DEDICATION RECORDED IN BOOK "N" OF PLATS, PAGE 74, 170 FEET NORTH 3 DEGREES 31 MINUTES EAST FROM THE SOUTHERLY LINE OF SAID LOT 12 EXTENDED WESTERLY; THENCE SOUTH 87 DEGREES 3 MINUTES EAST, PARALLEL TO THE SOUTH LINE OF SAID LOT 12, 150 FEET; THENCE NORTH 3 DEGREES 31 MINUTES EAST, PARALLEL TO THE EAST LINE AND EAST LINE EXTENDED OF SAID PLAT OF DEDICATION 62.6 FEET TO THE SOUTHERLY LINE OF RAILROAD; THENCE NORTH WESTERLY ALONG SAID LINE OF RAILROAD 160.8 FEET; THENCE SOUTH 14 DEGREES 5 MINUTES WEST 41.9 FEET TO THE WEST LINE OF SAID LOT 12; THENCE SOUTH 7 1/2 DEGREES EAST ALONG SAID WEST LINE OF LOT 12, 55 FEET TO THE NORTH LINE EXTENDED EAST OF NEWBERRY AVENUE AS SHOWN BY THE PLAT OF NEWBERRY'S ADDITION IN BOOK "A" OF PLATS, PAGE 49; THENCE NORTH 87 DEGREES WEST 8.76 FEET TO THE EAST LINE OF FIRST STREET AS SHOWN BY SAID NEWBERRY'S ADDITION; THENCE SOUTH ALONG THE EAST LINE OF FIRST STREET 7 FEET; THENCE SOUTH 87 DEGREES EAST 10 FEET TO SAID EAST LINE OF DEDICATION; THENCE SOUTH 3 DEGREES 31 MINUTES WEST 25 FEET TO THE PLACE OF BEGINNING ALSO THAT PART OF SAID LOT 13 IN SCHOOL TRUSTEE'S SUBDIVISION OF SECTION 16, TOWNSHIP AND RANGE AFORESAID DESCRIBED AS BEGINNING ON THE NORTH LINE OF NEWBERRY AVENUE 35 FEET SOUTH 87 DEGREES EAST FROM THE SOUTH EAST CORNER OF LOT 20 IN BLOCK 2 OF NEWBERRY'S ADDITION AS SHOWN BY THE PLAT THEREOF RECORDED IN BOOK "A" OF PLATS, PAGE 49; THENCE NORTH 3 DEGREES EAST PARALLEL TO THE EAST LINE OF SAID LOT 20, 10 FEET; THENCE NORTH 14 DEGREES 5 MINUTES EAST 46.5 FEET TO THE EAST LINE OF SAID LOT 13; THENCE SOUTH 7 1/2 DEGREES EAST ALONG SAID EAST LINE OF LOT 13, 55 FEET TO THE NORTH LINE EXTENDED SOUTH 87 DEGREES EAST OF NEWBERRY'S AVENUE; THENCE NORTH 87 DEGREES WEST 23.76 FEET, MORE OR LESS, TO THE PLACE OF BEGINNING, IN LAKE COUNTY, ILLINOIS.

PARCEL 2:

THAT PART OF THE CHICAGO, MILWAUKEE, ST. PAUL AND PACIFIC RAILROAD RIGHT OF WAY, BEING A PART OF LOT 12, IN SCHOOL TRUSTEES' SUBDIVISION OF SECTION 16, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE EAST LINE OF FIRST STREET, AS SHOWN BY PLAT OF DEDICATION, RECORDED IN BOOK "N" OF PLATS, PAGE 74, 170 FEET, NORTH 3 DEGREES 31 MINUTES EAST FROM THE SOUTHERLY LINE OF SAID LOT 12, EXTENDED WESTERLY; THENCE SOUTH 87 DEGREES 03 MINUTES EAST, PARALLEL TO THE SOUTH LINE OF SAID LOT 12, 150 FEET; THENCE NORTH 3 DEGREES 31 MINUTES EAST, PARALLEL TO THE EAST LINE AND EAST LINE EXTENDED OF SAID POINT OF DEDICATION, 62.60 FEET TO THE SOUTHERLY LINE OF

SAID RAILROAD RIGHT OF WAY AND THE POINT OF BEGINNING; CONTINUING NORTH ON THE EXTENSION OF THE LAST MENTIONED LINE, 37.07 FEET, MORE OR LESS, TO A POINT 50 FEET SOUTHWESTERLY OF (MEASURED AT RIGHT ANGLES) THE CENTER LINE OF SAID RAILROAD; THENCE NORTHWESTERLY ON A LINE CONCENTRIC TO SAID CENTER LINE, 149.30 FEET; THENCE SOUTHERLY 34.39 FEET TO A POINT ON THE SOUTHERLY LINE OF SAID RIGHT OF WAY AND 160.80 FEET NORTHWESTERLY OF THE POINT OF BEGINNING; THENCE SOUTHEASTERLY ALONG SAID RIGHT OF WAY, 160.80 FEET TO THE POINT OF BEGINNING, ALL IN LAKE COUNTY, ILLINOIS.



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Resolution for Change Order #3 to Annual Mowing Services Contract with Buhrman Design Group, Inc.

**Staff Recommendation:** Adopt Resolution

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

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**Background:** The annual Contract for mowing services at numerous locations in the Village was renewed for the third year with Buhrman Design Group, Inc. by the Board at the January 12, 2016 meeting in the not-to-exceed amount of \$114,305.00. Since the time that the initial Contract was developed in 2013, additional locations requiring mowing services and landscape trimming work on a yearly basis have been added to the Village's obligations. This resulted in Resolution 16-R-12 for Change Orders #1 and #2 that was approved by the Village Board at the March 22, 2016 Village Board meeting that increased the Contract amount to \$136,290.00.

It is now desired to include an additional location on eastbound Illinois Route 176 near the Village's entryway sign that will require mowing services and landscape trimming work on a yearly basis. The additional cost for the mowing work is \$40.00 per mowing for an anticipated 10 mowings this year. This will total to \$400.00 in accordance with the attached estimate. This proposed Change Order #3 will increase the Contract amount to \$136,690.00. Sufficient funds are available in the Department of Public Works Streets Budget for this work. Administrative staff recommends the adoption of the attached Resolution for Change Order # 3 in the net additional amount of \$400.00.

Four positive votes are required for approval.

RESOLUTION 16-R- \_\_\_\_\_

A RESOLUTION APPROVING  
CHANGE ORDER #3 TO THE CONTRACT  
BETWEEN THE VILLAGE OF LIBERTYVILLE AND  
BUHRMAN DESIGN GROUP, INC.

WHEREAS, the Village of Libertyville entered into a certain contract with Buhrman Design Group, Inc. for providing mowing services in multiple locations which was approved by the Village President and Village Board of Trustees on January 12, 2016. Change Orders #1 and #2 were approved on March 22, 2016 and;

WHEREAS, The Board of Trustees of the Village of Libertyville have determined that the circumstances said to necessitate the foregoing changes are germane to and were not reasonably foreseeable at the time the original contract was signed and the change orders are in the best interest of the Village 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. Change Order #3 is attached as Exhibit #1 for a net increase of \$400.00 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: 12th day of July, 2016

AYES:

NAYS:

ABSENT:

APPROVED this: 12th day of July, 2016

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

ATTEST:

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

EXHIBIT #1

CHANGE ORDER #3

Order No. 3  
Date: 07/12/16  
Agreement Date: 01/12/16

Name of Project: Annual Mowing Services  
Owner: Village of Libertyville  
Contractor: Buhrman Design Group, Inc.

Justification: Additional costs to mow and trim selected areas on Illinois Route 176 in the Village of Libertyville.

Change of Contract Price

Original Contract Price:	\$114,305.00
Current Contract Price adjusted by Previous Change Orders:	\$136,290.00
The Contract Price due to this Change Order will be increased by:	\$ 400.00
The New Contract Price including this Change Order will be:	\$136,690.00

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

Buhrman Design Group, Inc.  
 20200 W. Winchester  
 Mundelein, IL 60060  
 Phone 847-949-9245



# ESTIMATE

DATE	ESTIMATE #
6/28/2016	10553

**B U H R M A N**  
*design group*

BILL TO
Village of Libertyville Attn: Jim Barlow 544 North Avenue Libertyville, IL 60048

PHONE NUMBER	PROJECT	TERMS	DIVISION	REP
	2016 RT 176 Line Trimming	Due on receipt		GJ
QTY	DESCRIPTION	RATE	Total	
10	Rt 176 West Village Sign Line Trimming of Right of Way. On south side of Rt 176 starting behind the Dairy Dream and proceeding 50 - 60 ft west of the Village Sign, line trim the Right of Way. We will perform this "Additional Service" every other week. \$40 per occurrence. Approximately 10 more occurrences this season.	40.00	400.00	
Thank you for the opportunity to quote the above described work.			<b>Total</b>	\$400.00



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Ordinance Vacating a Portion of an Unimproved Alley

**Staff Recommendation:** Approve Ordinance Vacating a Portion of an Unimproved Alley Adjacent to 429 E. Sunnyside Avenue

**Staff Contact:** Kevin J. Bowens, Village Administrator

---

**Background:** The Village recently received a request from Kristine Stanczak at 429 E. Sunnyside Avenue for the vacation of a portion of the unimproved alley located behind her property (16' x 50'). The unimproved alley was subject to a license agreement, however rather than renew the license agreement the Village Board has established a policy of vacating unused alleys and rights-of-way. The Village Staff recommends approval of the attached Ordinance, subject to Kristine Stanczak reimbursing the Village for the costs of the Recordation of this Ordinance. Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_

AN ORDINANCE PROVIDING FOR THE VACATION OF A PORTION  
OF AN UNIMPROVED ALLEY ADJACENT TO 429 E. SUNNYSIDE AVENUE

**WHEREAS**, The Village of Libertyville, (hereinafter, “the Village”) is the legal owner of a public right-of-way located within the Village of Libertyville, Illinois and commonly known as an unimproved alley located south of Sunnyside Avenue; and

**WHEREAS**, the Village has received a request from the property owner of 429 E. Sunnyside Avenue to vacate that portion of the unimproved alley located directly north of their property (16’ x 50’), and identified on the Plat of Survey attached hereto and made a part hereof as Exhibit A (hereinafter, the “Subject Property”);

**WHEREAS**, the Subject Property was platted as an alley, but is now unimproved and abandoned, and there is no practical reason for the Village to continue to own and maintain the subject property for public purposes; and

**WHEREAS**, pursuant to 65 ILCS 5/11-91-1 *et.seq.* and Section 21-24 of the Village of Libertyville Municipal Code, the President and Board of Trustees of the Village of Libertyville have determined that the public interest will be served and it will be in the best interest of the public to vacate the subject property; and

**WHEREAS**, the President and Board of Trustees have also determined that in accordance with Section 21-44 Variances of the Village of Libertyville Municipal Code, it is in the best interest of the public to waive any requirements for obtaining an appraisal and requiring payment for the Subject Property.

**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 incorporated as if fully set forth herein.

**SECTION TWO: Vacation of Unimproved Alley and Transfer of Title.** Subject to the execution of all documents necessary to effectuate the vacation, subject property is hereby vacated and upon vacation, title to the Subject Property shall vest with the property located at

429 E. Sunnyside Avenue, subject to any Village or private utility company easement rights reserved herein. The Village Administrator and the Village Attorney are hereby authorized to execute such documents as shall be necessary to transfer title of the Subject Property to the property owner of 429 E. Sunnyside Avenue.

SECTION THREE: Utility Easements. There is expressly reserved unto the Village of Libertyville, Illinois by itself or by an licensee or a holder of any franchise from the Village of Libertyville, Illinois and their successors and assigns, a permanent easement over and under the Subject Property for the right, permission and authority to repair, maintain, construct, install and/or renew any existing poles, wires, cables, pipes, conduits and/or necessary improvements and/or fixtures for the transmission and distribution of electricity, sanitary and storm sewer, water, telephone, cable television, internet and other municipal services, together with the right to access to same for the repair, construction, installation and/or maintenance thereof and also the right to trim from time to time such trees and bushes as may be reasonably required for the efficient operation of said utilities and services and for the repair, maintenance, or renewal thereof in the Subject Property or portion thereof vacated by this Ordinance.

SECTION FOUR: Recordation. The Village Clerk is hereby authorized and directed to record in the Office of the Recorder of Deeds, Lake County, Illinois, within 90 days following the effective date of this ordinance, a certified copy of this ordinance and the Plat of Vacation.

SECTION FIVE: Effective Date, Survival. This ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form in the manner provided by law; provided, however, that this ordinance shall be of no force or effect until all documents necessary to effectuate the exchange of real estate pursuant to the Exchange Ordinance have been fully executed.

PASSED 12th day of July, 2016.

AYES:

NAYES:

ABSENT:

APPROVED this 13<sup>th</sup> day of July, 2016.

ATTEST:

\_\_\_\_\_  
Terry L. Wepler, Village President

\_\_\_\_\_  
Sally Kowal, Village Clerk

UNIVERSAL  
COMMERCIAL  
SURVEYING  
GRAPHIC  
IS

# Plat of Survey

## R. E. DECKER & COMPANY

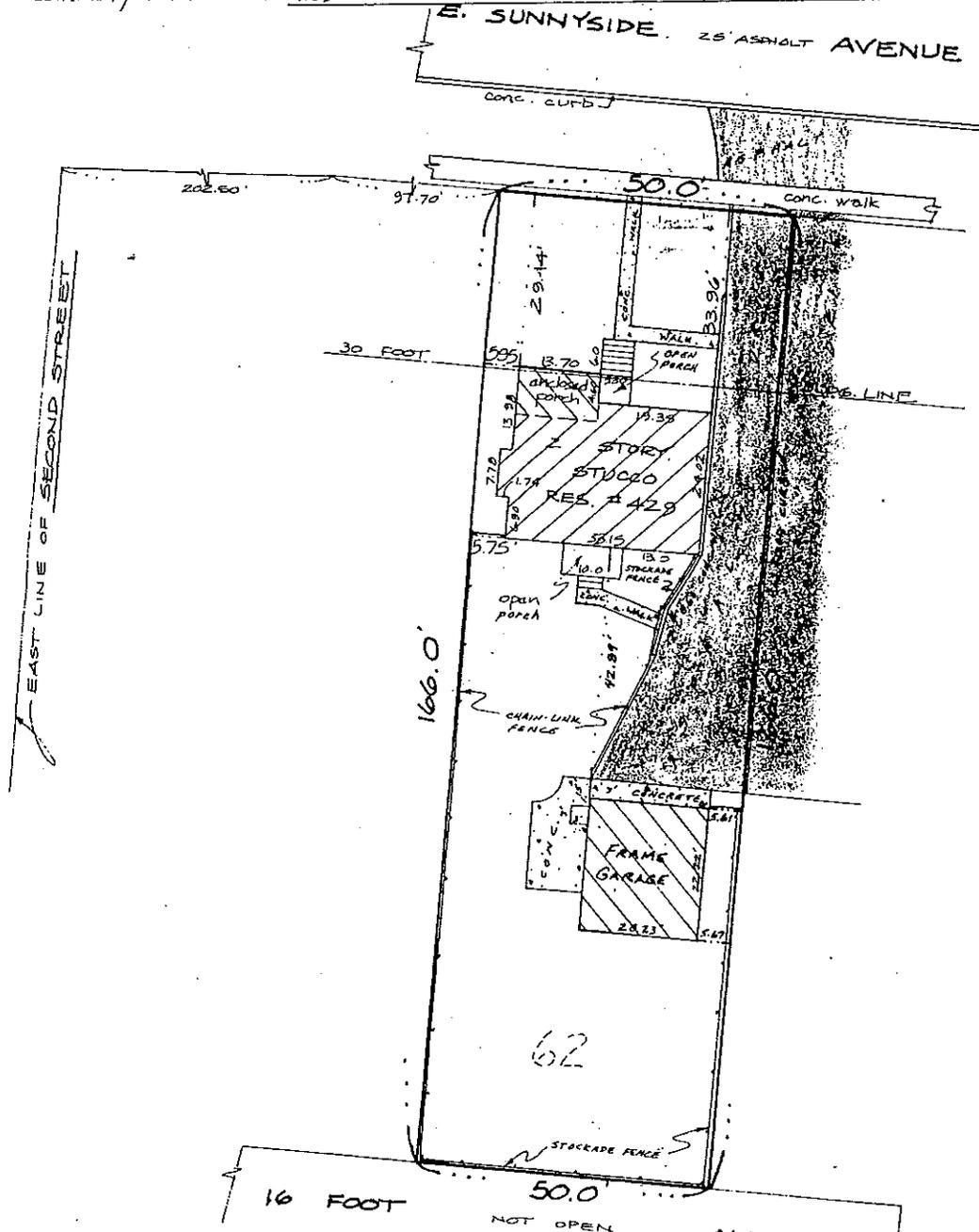
114 E. COOK AVE., LIBERTYVILLE, ILLINOIS 60048

TELEPHONE 362-0091

SURVEYORS

97 PAGE 1898 ORDER NO. 97-1898 LIBERTYVILLE, Oct 16, 1927  
RED BY Donald Kahn, Atty FOR Hilmer

62, in Sunnyside Park, being a Subdivision of part of the NE 1/4 of Section 21 and the NW 1/4 of Township 44 North, Range 11, East of the 3rd Principal Meridian, according to the plat thereof August 7, 1923, as Document No. 227922, in Book "L" of Plats, page 108, in Lake County, Illinois. Commonly known as: 429 EAST SUNNYSIDE AVENUE, LIBERTYVILLE, ILLINOIS.



1" = 20 ft.  
OF PLAT IS NORTH

LIBERTYVILLE, Oct 16, 1927  
STATE OF ILLINOIS, }  
COUNTY OF LAKE } 53

We hereby certify that the buildings on lot shown are within property lines and that the adjoining improvements do not encroach on said premises.

*R. E. Decker*  
SURVEYOR

LIBERTYVILLE, Oct 16, 1927  
STATE OF ILLINOIS, }  
COUNTY OF LAKE } 53

This is to certify that we have surveyed the above described property according to the Official Record, and the above plat correctly represents said survey.

R. E. DECKER & COMPANY  
SURVEYORS

*R. E. Decker*

**EXHIBIT A**

**LEGAL DESCRIPTION OF THE SUBJECT PROPERTY**

The 16 foot wide dedicated alleyway adjacent to the north property line of Lot 62 in Sunnyside Park, being a Subdivision in Sections 21 and 22, Township 44 North, Range 11 East of the Third Principal Meridian, according to the plat thereof recorded August 7, 1923 as Document No. 227922, in Book "L" of Plats, page 108, in Lake County, Illinois.



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Ordinance Vacating a Portion of an Unimproved Alley

**Staff Recommendation:** Approve Ordinance Vacating a Portion of an Unimproved Alley Adjacent to 757 E. Sunnyside Avenue

**Staff Contact:** Kevin J. Bowens, Village Administrator

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**Background:** The Village recently received a request from Troy and Gwen ZumBrunnen at 757 East Sunnyside Avenue for the vacation of a portion of the unimproved alley located behind their property (15' x 49.98'). The unimproved alley was subject to a license agreement, however rather than renew the license agreement the Village Board has established a policy of vacating unused alleys and rights-of-way. The Village Staff recommends approval of the attached Ordinance, subject to Mr. and Mrs. ZumBrunnen reimbursing the Village for the costs of the Recordation of this Ordinance. Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-\_\_\_

AN ORDINANCE PROVIDING FOR THE VACATION OF A PORTION  
OF AN UNIMPROVED ALLEY ADJACENT TO 757 E. SUNNYSIDE AVENUE

**WHEREAS**, The Village of Libertyville, (hereinafter, “the Village”) is the legal owner of a public right-of-way located within the Village of Libertyville, Illinois and commonly known as an unimproved alley located south of Sunnyside Avenue; and

**WHEREAS**, the Village has received a request from the property owner of 757 E. Sunnyside Avenue to vacate that portion of the unimproved alley located directly south of their property (15’ x 49.98’), and identified on the Plat of Survey attached hereto and made a part hereof as Exhibit A (hereinafter, the “Subject Property”);

**WHEREAS**, the Subject Property was platted as an alley, but is now unimproved and abandoned, and there is no practical reason for the Village to continue to own and maintain the subject property for public purposes; and

**WHEREAS**, pursuant to 65 ILCS 5/11-91-1 *et.seq.* and Section 21-24 of the Village of Libertyville Municipal Code, the President and Board of Trustees of the Village of Libertyville have determined that the public interest will be served and it will be in the best interest of the public to vacate the subject property; and

**WHEREAS**, the President and Board of Trustees have also determined that in accordance with Section 21-44 Variances of the Village of Libertyville Municipal Code, it is in the best interest of the public to waive any requirements for obtaining an appraisal and requiring payment for the Subject Property.

**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 incorporated as if fully set forth herein.

SECTION TWO: Vacation of Unimproved Alley and Transfer of Title. Subject to the execution of all documents necessary to effectuate the vacation, subject property is hereby vacated and upon vacation, title to the Subject Property shall vest with the property located at

757 E. Sunnyside Avenue, subject to any Village or private utility company easement rights reserved herein. The Village Administrator and the Village Attorney are hereby authorized to execute such documents as shall be necessary to transfer title of the Subject Property to the property owner of 757 E. Sunnyside Avenue.

SECTION THREE: Utility Easements. There is expressly reserved unto the Village of Libertyville, Illinois by itself or by an licensee or a holder of any franchise from the Village of Libertyville, Illinois and their successors and assigns, a permanent easement over and under the Subject Property for the right, permission and authority to repair, maintain, construct, install and/or renew any existing poles, wires, cables, pipes, conduits and/or necessary improvements and/or fixtures for the transmission and distribution of electricity, sanitary and storm sewer, water, telephone, cable television, internet and other municipal services, together with the right to access to same for the repair, construction, installation and/or maintenance thereof and also the right to trim from time to time such trees and bushes as may be reasonably required for the efficient operation of said utilities and services and for the repair, maintenance, or renewal thereof in the Subject Property or portion thereof vacated by this Ordinance.

SECTION FOUR: Recordation. The Village Clerk is hereby authorized and directed to record in the Office of the Recorder of Deeds, Lake County, Illinois, within 90 days following the effective date of this ordinance, a certified copy of this ordinance and the Plat of Vacation.

SECTION FIVE: Effective Date, Survival. This ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form in the manner provided by law; provided, however, that this ordinance shall be of no force or effect until all documents necessary to effectuate the exchange of real estate pursuant to the Exchange Ordinance have been fully executed.

PASSED 12th day of July, 2016.

AYES:

NAYES:

ABSENT:

APPROVED this 13<sup>th</sup> day of July, 2016.

ATTEST:

\_\_\_\_\_  
Terry L. Weppler, Village President

\_\_\_\_\_  
Sally Kowal, Village Clerk

## Troy and Gwen ZumBrunnen

847-513-4256

troyzum1@gmail.com

757 East Sunnyside Avenue, Libertyville, IL 60048

June 26, 2016

Kevin J. Bowens  
Village Hall  
118 West Cook Avenue  
Libertyville, Illinois  
60048

Dear Kevin,

We received a letter dated June 1, 2016 addressed to James and Sharon Brindley at 757 East Sunnyside Avenue. Please note that we took ownership of the property at 757 East Sunnyside in April of 2011. Could you please update your records accordingly?

In addition, we have reviewed the sample of the Ordinance provided and are in agreement with the Ordinance and the fees for the recording cost.

Please let us know if there is any additional information that you may need.

Kind Regards,

Troy and Gwen ZumBrunnen

A handwritten signature in black ink, appearing to be a stylized combination of the letters 'T' and 'G' for Troy and Gwen ZumBrunnen.

S. E. DECKER  
P.L.L.C.  
R. E. DECKER  
P.L.L.C.



# Plat of Survey

R. E. DECKER, P.C.

LAND SURVEYOR

134 E. COOK AVE. LIBERTYVILLE ILLINOIS 60049

647-267-8091 FAX 647-382-0010 mal@rdeckersurvey.com

CP

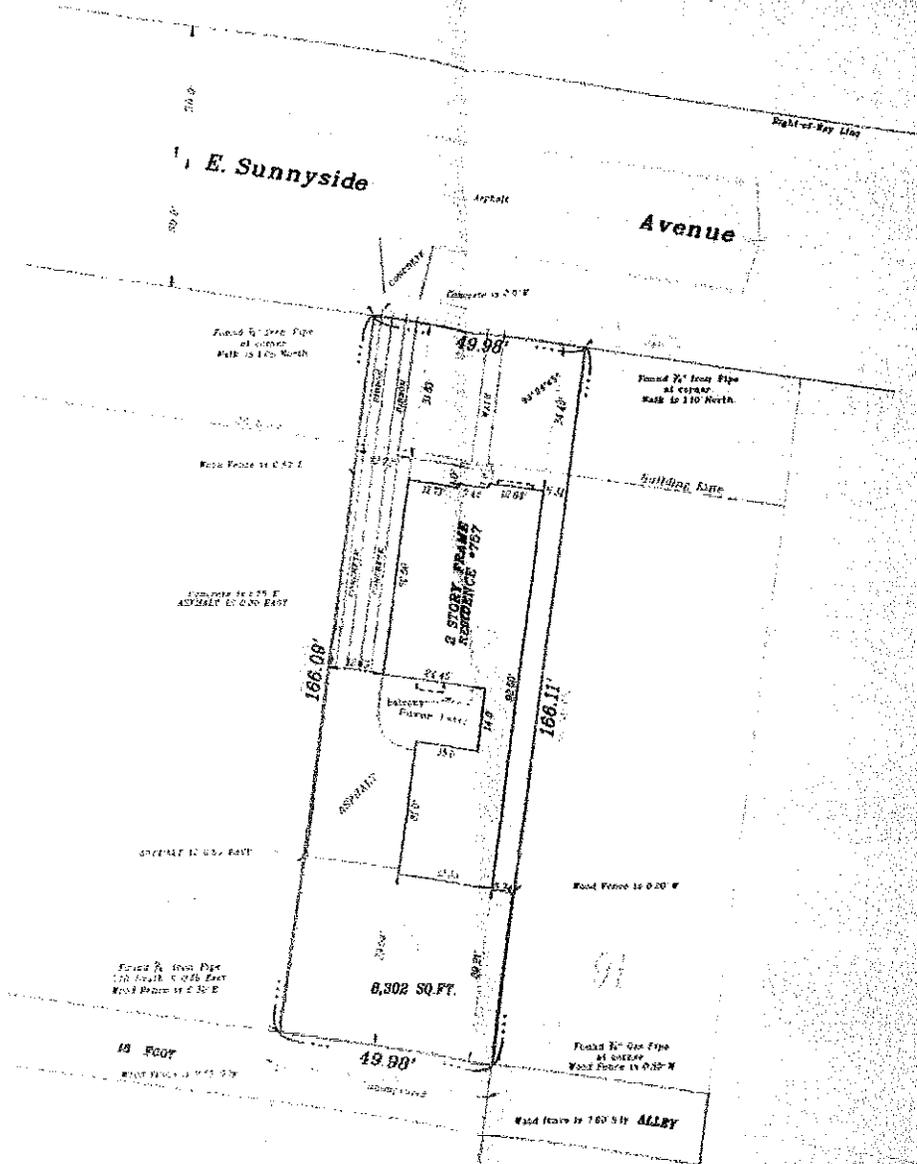
EXHIBIT A



The Meridian is assumed but reflects the ground Subdivision or deed except when noted

Lot 90 in Sunnyside Park, a Subdivision of part of the Northeast Quarter of Section 21 and the Northwest Quarter of Section 22, Township 44 North, Range 11 East of the Third Principal Meridian, according to the Plat thereof, recorded August 7, 1953 as Document 227922, in Book I of Plats, Page 155, in Lake County, Illinois

Commonly known as: 757 E. SUNNYSIDE AVENUE, LIBERTYVILLE, ILLINOIS.



**Legend**

- North Arrow
- Property Line
- Right-of-Way Line
- Building Line
- Asphalt
- Concrete
- Gravel
- Grass
- Water
- Electric
- Gas
- Sewer
- Telephone
- Other

Scale, 1"=20 ft.



Field Work Completed on APRIL 6, 2011  
STATE OF ILLINOIS }  
COUNTY OF LAKE }

This Professional survey conforms to the current Illinois Professional Land Surveyor Act.

R. E. DECKER, P.C.

*[Signature]*  
Professional Land Surveyor

Report this plat to the State with your fee and fee also compare it with the original plat and report any differences at once. Discrepancies are shown in this plat and should be noted. Refer to title documents or existing legal descriptions for additional information which may exist.

ORDER # 11-102

ORDERED BY LAURA COX, ATTY

FILED

RECEIVED & FILED  
APR 11 2011



2011-4-11

CONCRETE  
20' E

Found 1/2" Iron Pipe  
at corner  
Walk is 1.05' North.

Found 1/2" Iron Pipe  
at corner  
Walk is 1.10' North.

30 Foot

Wood Fence is 0.30' E

Concrete is 1.75' E  
Walk is 1.25' EAST.

757 E. SUNNY SIDE.

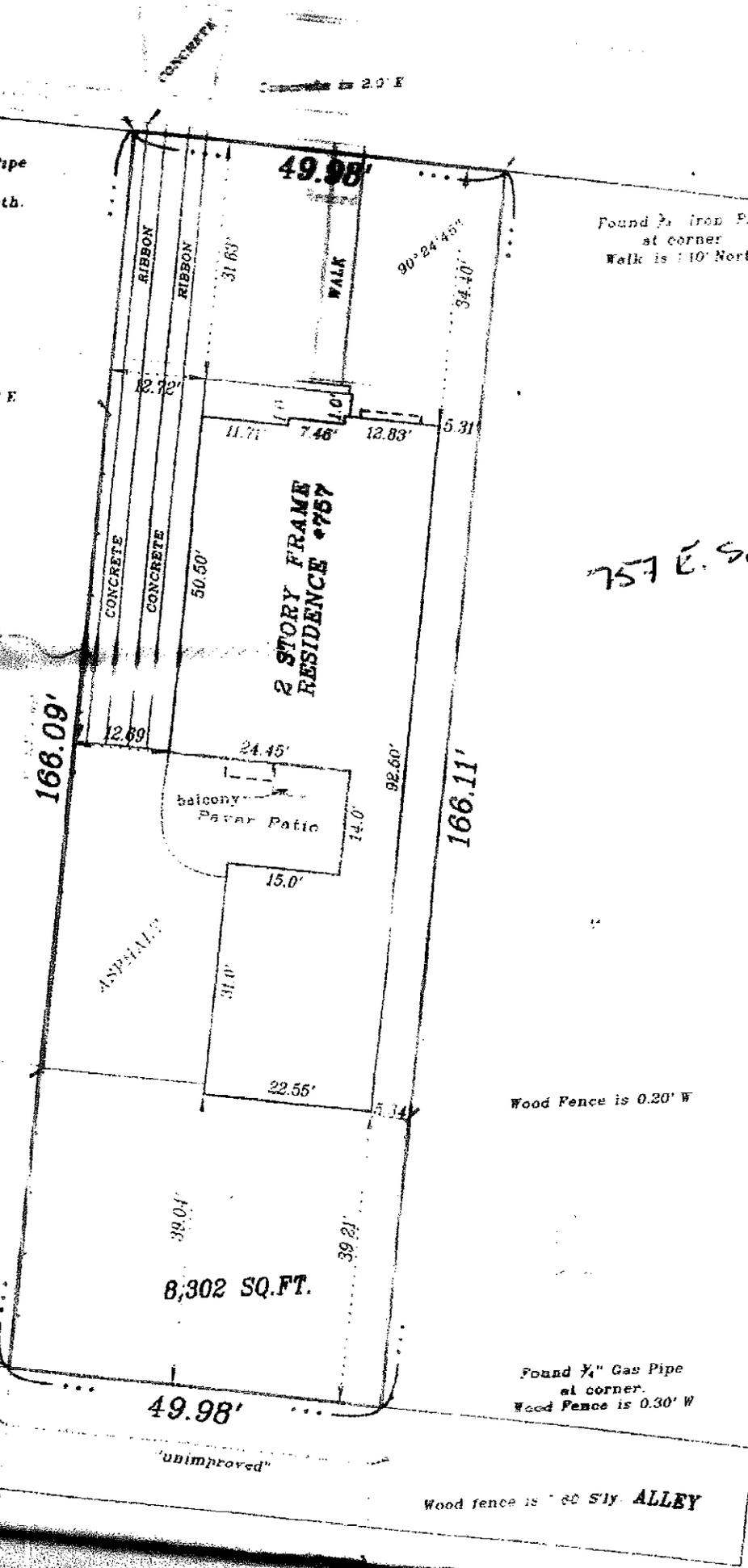
1/2" E 0.80' EAST.

Iron Pipe  
is 0.15' East  
is 0.30' E

Wood Fence is 0.20' W

1/2" E 7.65' S'ly.

Found 1/4" Gas Pipe  
at corner.  
Wood Fence is 0.30' W



49.98'

166.09'

166.11'

49.98'

'unimproved'

Wood fence is 0.30' S'ly ALLEY



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Request to Use Village Property - Cook Library

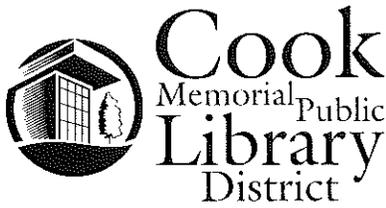
**Staff Recommendation:** Approve Request

**Staff Contact:** Kevin J. Bowens, Village Administrator

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**Background:** Attached is a letter from Cook Memorial Library requesting use of Village property for the annual “Touch the Trucks Day” to be held on Saturday, October 15, 2016 from 7:00 a.m. to 1:00 p.m. As part of the program the Library has asked the Fire Department, Police Department, Public Works Department, School Bus Company, local hospital and a local doctor’s office to send uniformed representatives, along with their various vehicles or special equipment. The Library is requesting Village Board authorization to close Church Street between Milwaukee and Brainerd Avenues to accommodate the vehicles and personnel.

The Administrative Staff recommends that the Board approve the Library’s Touch the Trucks event and the closure of Church Street from 7 a.m. until 1:00 p.m. on Saturday, October 15, 2016, subject to the Library notifying the affected properties, entering into the Special Events Agreement and providing the Village with a certificate of insurance. Four positive votes are required for approval.



Cook Park • 413 N. Milwaukee Avenue • Libertyville, IL 60048  
Aspen Drive • 701 N. Aspen Drive • Vernon Hills, IL 60061

June 21, 2016

Mr. Kevin Bowens, Administrator  
Village of Libertyville  
118 W. Cook Avenue  
Libertyville, IL 60048

Dear Kevin,

I am writing to request the use of Village property for our annual Touch the Trucks Day on Saturday, October 15, 2016. We will have the same roster of great vehicles and service people but will be trying something new this year. For approximately 30 minutes we are going to have a "Quiet Touch the Trucks" for those children who are sensitive to noise. Those children will still have the opportunity to climb on and into the vehicles and visit with the personnel who operate them but without any horns, sirens, bells, or whistles. It's important to us to be able to accommodate all children and make them as comfortable as possible.

This event should once again be a wonderful morning for our young patrons and their families and it would be extremely helpful if you would again grant permission for the Police Department to block off Church Street between Milwaukee and Brainerd Avenues from 7 a.m. to 1 p.m. on October 15, 2016 to accommodate the vehicles and personnel. As usual, we will furnish our Certificate of Insurance and will alert the businesses on Church Street.

If you could please present this to the Village Board for a vote, I would very much appreciate it. Thank you for your consideration and your continued support of this event.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Archer", with a long horizontal flourish extending to the right.

David Archer  
Library Director

**VILLAGE OF LIBERTYVILLE SPECIAL EVENT AGREEMENT**

The Cook Memorial Library is in agreement with the terms of the Village Board of Trustees approval for the annual "Touch the Trucks" event to be held on October 15, 2016. The requirements for this event are outlined in the Library's request and resulting Village Board approval on July 12, 2016. 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 Cook Memorial Library 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 \_\_\_\_\_, 2016.

\_\_\_\_\_

(Name of Vendor/Individual)

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

\_\_\_\_\_

Printed Name and Title



## VILLAGE BOARD AGENDA SUPPLEMENT

<b>Meeting Date:</b>	July 12, 2016
<b>Agenda Item:</b>	Request to use Village Property – Libertyville Junior Woman’s Club
<b>Staff Recommendation:</b>	Authorize Use of Cook Park for the Libertyville Junior Woman’s Club Pumpkin Fest on Saturday, October 15, 2016 from 10:00 a.m. to 12 noon
<b>Staff Contact:</b>	Kevin J. Bowens, Village Administrator

---

**Background:** Attached is a request from the Libertyville Junior Woman’s Club for use of Cook Park on Saturday, October 15, 2016 from 10:00 a.m. noon for the annual Pumpkin Fest. The festival events include Touch the Trucks on Church Street (presented by the Cook Memorial Library District), pumpkin painting and crafts, and various activities in and outside downtown businesses.

Village Staff is recommending that the Village Board authorize the use of Cook Park for the Libertyville Junior Woman’s Club Pumpkin Fest on Saturday, October 18, 2014 from 10:00 a.m. to 12 noon, subject to providing the Village with a certificate of insurance and including the following:

1. Permission to post wooden signs advertising the festival near the four “Welcome to Libertyville” signs entering town for 1 week prior to the event.
2. Permission to block off 2 parking spots on Milwaukee Avenue (on the west side of Cook Park) from 7:30 a.m. until 2:30 p.m. The Sunrise Rotary will be collecting non-perishable food donations for the food pantry in exchange for a pumpkin. The parking spots would be ideal for parking their truck as well as a central location for families to bring their donations and collect a pumpkin.
3. Permission to use Cook Park for pumpkin decorating and the area in front of Cook Mansion for a performance by a local dance group.
4. Permission to use the PA system for announcements during the event.

Four positive votes are required for approval.

cc: adm. Staff  
Please review -  
uponing VBS  
meeting.

Mr. Kevin Bowens, Administrator  
Village of Libertyville  
118 W. Cook Avenue  
Libertyville, IL 60048

June 17, 2016

Dear Mr. Bowens:

The Libertyville Junior Woman's Club would like to host PumpkinFest on Saturday, October 15th from 10 a.m. until 12 noon, in and around Cook Park, and we are requesting board approval. Event activities include Touch the Trucks on Church Street (presented by the Cook Memorial Library District), pumpkin painting and crafts, and various activities in and outside downtown businesses.

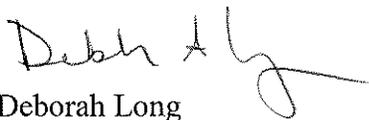
In order to publicize and present the event, we would like to request the following:

1. Permission to post wooden signs advertising the festival near the four "Welcome to Libertyville" signs entering town for the 1-2 weeks prior to the event.
2. Permission to block off of 2 parking spots on Milwaukee Avenue (on the west side of Cook Park) from 7:30 a.m. until 12:30 p.m. The Sunrise Rotary Club will be collecting non-perishable food donations for the food pantry in exchange for a pumpkin. The parking spots would be ideal for parking their truck as well as a central location for families to bring their donations and collect a pumpkin.
3. Permission to use Cook Park for pumpkin decorating and the area in front of Cook Mansion for a performance by a local dance group.
4. Permission to use the PA system for announcements during the event.

The Cook Memorial Library District will make a separate request to block off Church Street for Touch the Trucks.

Please feel free to contact me with any questions or concerns. Thank you very much for your consideration.

Sincerely,

  
Deborah Long  
Libertyville Junior Woman's Club member  
224-715-2524  
debbie\_long@sbcglobal.net



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Ordinance Amending the Number of Class J Liquor Licenses

**Staff Recommendation:** Approve Ordinance

**Staff Contact:** Kevin J. Bowens, Village Administrator

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**Background:** Attached is an Ordinance which would amend the Municipal Code to increase the number of Class A Liquor Licenses from one to two. The Village has received an application for a Class J Liquor License from Mark Sternberg of Pear Tree Catering, located at 950 Woodlands Parkway, Vernon Hills, Illinois. The Mayor/Liquor Commissioner and Village Staff recommend that the Village Board increase the number of Class J licenses in order to allow the Liquor Commissioner to issue a Class J license to Pear Tree Catering. Four positive votes are required for approval.

**VILLAGE OF LIBERTYVILLE**

**ORDINANCE NO. 16-O-**

**AN ORDINANCE AMENDING THE LIBERTYVILLE MUNICIPAL CODE  
RELATING TO LIQUOR LICENSES**

---

WHEREAS, the President and the Board of Trustees of the Village of Libertyville have considered amendments to certain liquor license provisions of the Libertyville Municipal Code; and

WHEREAS, Pear Tree Catering at 950 Woodlands Parkway, Vernon Hills, Illinois desires to obtain a Class J liquor license; and

WHEREAS, Pear Tree Catering has made full application to the Village and has appeared before the Liquor Commissioner; and

WHEREAS, the Liquor Commissioner has recommended that the Village Board increase the number of Class J liquor licenses by one, from one to two; and

WHEREAS, the President and the Board of Trustees of the Village of Libertyville have determined that it is in the best interest of the Village and its residents to amend the Libertyville Municipal Code to increase the number of Class J liquor licenses by one, from one to two.

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 incorporated herein as findings of the President and Board of Trustees.

SECTION TWO: Amendment to Subsection 4-46(b). Subsection 4-46(b), of Section 4-46, entitled "Limitation of Number," of Chapter 4, entitled "Alcoholic Liquor," of the Libertyville Municipal Code shall be and it is hereby amended to increase the number of authorized Class J liquor licenses from one to two.

SECTION THREE: Effective Date. This ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law. This ordinance shall be published in pamphlet form.

PASSED this 12<sup>th</sup> day of July, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this 13<sup>th</sup> day of July, 2016.

ATTEST:

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Terry L. Wepler, Village President

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Sally A. Kowal, Village Clerk



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Resolution: Request Closure of Streets for the Libertyville High School Annual Homecoming parade; Use of Village Property

**Staff Recommendation:** Approve Resolution

**Staff Contact:** Kevin J. Bowens, Village Administrator

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**Background:** Attached is an email from Libertyville High School (LHS) requesting authorization to hold its annual Homecoming Parade and requesting use of the downtown train station parking lot for staging the parade, Police Department assistance at the train station before and during staging, and a resolution authorizing the closure of portions of Milwaukee Avenue and Park Avenue for use as the parade route. The Administrative Staff recommends that the Village Board approve the request by LHS to use the downtown train station parking lot from 7 a.m. to 9:30 a.m. for staging the parade, and approve the attached resolution to allow the Village to close Milwaukee Avenue from Appley Avenue to Park Avenue and Park Avenue from Milwaukee Avenue to Dawes Street between 9:30 a.m. and 10:30 a.m. on Saturday, October 3, 2015.

Four affirmative votes are required for approval.

## **Kelly Johnson**

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**From:** Kevin Bowens  
**Sent:** Monday, June 27, 2016 10:26 AM  
**To:** Andrea Lara  
**Cc:** Amanda Wine; Margaret Nicholson; Clinton Herdegen; Kelly Johnson; Rich Carani  
**Subject:** RE: LHS Homecoming 2016

Thanks Andrea – we will place your request on an upcoming Village Board agenda. Kevin

*Kevin J. Bowens*  
Village Administrator  
118 West Cook Avenue  
Libertyville, Illinois 60048  
847-918-2026

**From:** Andrea Lara [<mailto:andrea.lara@d128.org>]  
**Sent:** Monday, June 20, 2016 2:06 PM  
**To:** Kevin Bowens  
**Cc:** Amanda Wine; Margaret Nicholson  
**Subject:** LHS Homecoming 2016

Dear Mr. Bowens,

Please accept this email as our formal request to hold the 2016 Libertyville Homecoming Parade on Saturday, September 17, 2016

We would appreciate your permission to stage the parade at the Libertyville train station starting at 7:00 am with the parade starting at 9:30 am. We would like to maintain the traditional parade route which has proceeded from the train station south on Milwaukee Ave. and turned to proceed west on IL Route 176 to return to Libertyville High School.

As we discussed, we would appreciate a police presence the morning of the parade to help guide commuters into the train station but keep the parade participants safe at the same time. We will publicize to all participants that no one will be able to park in the train station lot and that all participants should be dropped off at least three blocks south of the train station and will need to walk to the staging area.

Please consider our request at your next Village Board meeting.

Thank you for all that you to support the students at LHS!

--  
**Andrea Lara on behalf of the Student Council**  
**[andrea.lara@d128.org](mailto:andrea.lara@d128.org)**  
**[847-327-7000](tel:847-327-7000)**

Pursuant to Illinois' public records law, this electronic communication may constitute a public record. Please be advised that this email may be subject to monitoring and disclosure to third parties.



*(Deferred from the May 24, 2016, Village Board meeting. Materials previously distributed.)*

Agenda Item No. 4

## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** **REPORT OF THE PLAN COMMISSION**  
**PC 16-04, Amendment to Special Use Permit for Planned Development**  
**PC 16-05, Amendment to Special Use Permit for Warehousing and Storage**  
Ice Mobility, Applicant  
851-937 E. Park Avenue

**Staff Recommendation to PC:** To deny.

**PC Recommendation:** To deny.

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

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**Background:** Ice Mobility is seeking an amendment to Special Use Permits for a Planned Development and Warehousing and Storage for the Bridge Point 94 development to allow for overnight deliveries at the site. The current conditions of the approvals do not allow deliveries between 9:00 p.m. and 7:00 a.m.

Members of the Plan Commission noted that overnight truck delivery would not be on a scheduled basis and also stated their respect for the company and its founder. However, the consensus of the Commission was to support the initial approval condition to not allow overnight deliveries to protect the adjacent residential neighborhood. Motions to recommend Village Board of Trustees approval failed with votes of 1 - 6. Accordingly, the recommendation of the Plan Commission is for denial of the proposal.

Four positive votes are required for approval.

**REPORT OF THE PLAN COMMISSION**

**REPORT ON:** PC 16-04 and PC 16-05, Ice Mobility

**TO THE VILLAGE PRESIDENT AND THE BOARD OF TRUSTEES OF THE VILLAGE OF LIBERTYVILLE, LAKE COUNTY, ILLINOIS 60048.**

Pursuant to the **APPLICATION** of **ICE MOBILITY**, being the **CONTRACT LESSEE** of real estate located at **851-937 E. PARK AVENUE**, the **PLAN COMMISSION** of the Village of Libertyville held a **PUBLIC HEARING** to consider the **APPLICATION FOR AN AMENDMENT TO THE SPECIAL USE PERMIT FOR A PLANNED DEVELOPMENT AND SPECIAL USE PERMIT FOR WAREHOUSING AND STORAGE IN ORDER TO PERMIT TRUCK DELIVERIES BETWEEN THE HOURS OF 9:00 P.M. AND 7:00 A.M. IN CONNECTION WITH THE OPERATIONS OF ICE SERVICES LLC D/B/A ICE MOBILITY, BUT ONLY WITHIN THE PREMISES LOCATED AT THE BUILDING WITH THE ADDRESS RANGE OF 901 AND 925-937 E. PARK AVENUE IN AN I-3, GENERAL INDUSTRIAL DISTRICT, CHAPTER 26, SECTION 16-9**, according to the provisions cited in the Libertyville Municipal code as amended, with the aforesaid real estate being described in Exhibit A, attached.

The aforesaid **PUBLIC HEARING** was duly advertised on **MARCH 12, 2016**, and held on **MARCH 28, 2016**, at **7:05 P.M.**, in the Village Hall, 118 West Cook Avenue, Libertyville, Illinois.

At the **PUBLIC HEARING** the applicant and witnesses were duly sworn and questioned by the Plan Commission.

From the evidence and testimony submitted, the Plan Commission of the Village of Libertyville hereby finds the following:

***Background:***

The petitioner, John Mitchell, President of Ice Mobility, is currently seeking approval for an Amendment to the Special Use Permit for a Planned Development and an Amendment to the Special Use Permit for Warehousing and Storage in order to permit truck deliveries between the hours of 9:00 p.m. and 7:00 a.m. in connection with the operations of Ice Services LLC d/b/a Ice Mobility, but only within the premises located at the building with the address range of 901 and 925-937 E. Park Avenue in an I-3, General Industrial District. This address range encompasses only the east building of the two building development by Bridge Point 94, LLC.

The property owner, Bridge Point 94, LLC, was granted approval for a Special Use Permit for Planned Development, a Planned Development Concept Plan, a Special Use Permit for Warehousing and Storage, and a Preliminary Plat of Subdivision by the Village Board in July of 2013. The Village Board then granted approval for the Planned Development Final Plan and Final Plat of Subdivision in June of 2014 in order to construct two warehousing and distribution buildings on approximately 22 acres of land for property located at 851-937 East Park Avenue in the I-3, General Industrial District. The Special Use Permits for the Planned Development and for the Warehousing and

## **Report of the Plan Commission, PC 16-04 and PC 16-05**

Storage were granted with the condition that there will be no truck deliveries between the hours of 9:00 p.m. and 7:00 a.m.

Bridge Point 94, LLC, appeared before the Village Board of Trustees at their July 14, 2015 meeting requested to Amend those Special Use Permits in order allow shipping and receiving to take place between 9:00 p.m. and 6:00 a.m. This request was triggered by a particular tenant seeking occupancy to do warehousing and distribution who sought to have this regulation removed.

### ***Current Proposal:***

Ice Mobility is a national distributor and supply chain services provider to the wireless industry. They work directly with major manufacturers, retailers, and wireless operators to bring to market a wide array of wireless devices, from the most popular smartphones to emerging technologies. Ice Mobility's services include forward and reverse logistics, procurement, strategic and supply chain planning, produce customization, and marketing. They are currently headquartered in Vernon Hills, Illinois but are seeking to relocate to the east building of the Bridge Point 94 facility, in Libertyville in order to accommodate growth. They are proposing to occupy approximately 118,000 square feet of floor area, 17,500 of which is office space and utilize four (4) truck docks.

Ice Mobility anticipates employment at the subject site at 225 people. They state that the employee profile will be comprised of management, multi-disciplined administrative employees, and high skilled operations and warehouse workers.

The applicant states that they would operate primarily between the hours of 7:00 a.m. and 6:00 p.m. They state that although the hours of inbound shipments would be highly uncommon, the company requires the flexibility to receive product as needed in these instances. The applicant further states that while they are unable to quantify the future after hour inbound shipments, in the full calendar year 2015, only five inbound shipments were received after 9:00 p.m. at their Vernon Hills facility. They anticipate the perhaps once a month there may be a shipment running late and received after 9:00 p.m.

The petitioner, Ice Mobility, was before the Plan Commission at their meeting of March 28, 2016, seeking approval for amendments to the Special Use Permit for a Planned Development and the Special Use Permit for Warehousing and Storage in order to permit truck deliveries between the hours of 9:00 p.m. and 7:00 a.m. in connection with the operations of Ice Services LLC d/b/a Ice Mobility, but only within the premises located at the building with the address range of 901 and 925-937 E. Park Avenue in an I-3, General Industrial District. During the course of the initial public hearing, it came into question as to whether or not the applicant was able to demonstrate that they had a contractual interest in the subject property. The Plan Commission continued this item to the March 28, 2016 meeting agenda in order to provide the petitioner an opportunity to rectify this discrepancy. The Village is in receipt of documentation from Ice Mobility that confirms that they have a contract to lease tenant space at the subject site.

## Report of the Plan Commission, PC 16-04 and PC 16-05

Relative to this petition, the following condition number #19 is currently incorporated into Ordinance 13-O-37 Granting a Special Use Permit for a Planned Development and Ordinance 13-O-39 Granting a Special Use Permit for Warehousing and Storage, both for the subject property.

19. That no truck deliveries or truck idling take place after 9:00 p.m. or prior to 7:00 a.m.

The petitioner is proposing to replace this condition with the following three conditions:

19. Except as otherwise provided herein, no truck deliveries may take place after 9:00 p.m. or prior to 7:00 a.m.
20. No truck idling may take place after 9:00 p.m. or prior to 7:00 a.m.
21. Truck deliveries between the hours of 9:00 p.m. and 7:00 p.m. is permitted in connection with the operations of Ice Services LLC d.b.a. Ice Mobility but only within the premises located within the building with the following address range 901 and 925-937 E. Park Avenue.

The proposed land use by Ice Mobility is consistent with of high tech employment generator that the Village's Comprehensive Plan and Economic Development Strategy envisions for this site. However, the Plan Commission notes that when Bridge Point 94 was initially approved for their Special Use Permit the Village Board required the night delivery restriction. As noted earlier in this report, subsequent to those approvals, an application was received to amend the Special Use to have this condition removed, but was denied by the Village Board.

Although Ice Mobility states that they have had not more than five (5) after 9:00 p.m. inbound truck deliveries for year 2015 at their Vernon Hills facility and it is not typical for them to receive inbound deliveries after 9:00 p.m., they still are requesting for flexibility in the number of inbound deliveries after 9:00 p.m.

The Plan Commission recognizes that five (5) nighttime deliveries at their existing facility is de minimis. However, without a means to monitor and enforce a restrictive or limited number of after 9:00 p.m. inbound deliveries; the Plan Commission cannot support the request to amend these ordinances.

**WHEREFORE**, the Plan Commission of the Village of Libertyville, Lake County, Illinois is recommending to the Village President and the Board of Trustees, that this **APPLICATION FOR AN AMENDMENT TO THE SPECIAL USE PERMIT FOR A PLANNED DEVELOPMENT IN ORDER TO PERMIT TRUCK DELIVERIES BETWEEN THE HOURS OF 9:00 P.M. AND 7:00 A.M. IN CONNECTION WITH THE OPERATIONS OF ICE SERVICES LLC D/B/A ICE MOBILITY, BUT ONLY WITHIN THE PREMISES LOCATED AT THE BUILDING WITH THE ADDRESS RANGE OF 901 AND 925-937 E. PARK AVENUE IN AN I-3, GENERAL INDUSTRIAL DISTRICT** be **DENIED**.

**Report of the Plan Commission, PC 16-04 and PC 16-05**

The vote of the Plan Commission recommending **APPROVAL** was 1 - 6, recorded as follows:

**AYES:** OAKLEY

**NAYS:** MOORE, COTEY, FLORES, KRUMMICK, SCHULTZ, SEMMELMAN

**ABSENT:** NONE

**WHEREFORE**, the Plan Commission of the Village of Libertyville, Lake County, Illinois is recommending to the Village President and the Board of Trustees, that this **APPLICATION FOR AN AMENDMENT TO THE SPECIAL USE PERMIT FOR WAREHOUSING AND STORAGE IN ORDER TO PERMIT TRUCK DELIVERIES BETWEEN THE HOURS OF 9:00 P.M. AND 7:00 A.M. IN CONNECTION WITH THE OPERATIONS OF ICE SERVICES LLC D/B/A ICE MOBILITY, BUT ONLY WITHIN THE PREMISES LOCATED AT THE BUILDING WITH THE ADDRESS RANGE OF 901 AND 925-937 E. PARK AVENUE IN AN I-3, GENERAL INDUSTRIAL DISTRICT** be **DENIED**.

The vote of the Plan Commission recommending **APPROVAL** was 1 - 6, recorded as follows:

**AYES:** OAKLEY

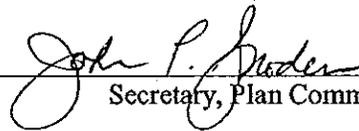
**NAYS:** MOORE, COTEY, FLORES, KRUMMICK, SCHULTZ, SEMMELMAN

**ABSENT:** NONE

Respectfully Submitted, April 20, 2016.



Chair, Plan Commission



Secretary, Plan Commission

**Report of the Plan Commission, PC 16-04 and PC 16-05**

**EXHIBIT A**

**Legal Description of the Property**

**PARCEL 1:**

THE WEST 200 FEET (AS MEASURED ALONG THE SOUTHERLY LINE OF STATE ROUTE NO. 176) OF THE EAST 500 FEET (AS MEASURED ALONG THE SOUTHERLY LINE OF STATE ROUTE NO. 176) OF THAT PART OF SECTION 22, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF C. FRANK WRIGHT'S ADDITION TO LIBERTYVILLE; THENCE NORTHERLY ALONG THE EAST LINE OF SAID C. FRANK WRIGHT'S ADDITION, 213 FEET, MORE OR LESS, TO THE SOUTHERLY LINE OF SAID STATE ROUTE NO. 176; THENCE EASTERLY ALONG THE SOUTHERLY LINE OF SAID STATE ROUTE NO. 176, 1135.0 FEET, MORE OR LEES, TO THE EASTERLY VILLAGE LIMITS OF LIBERTYVILLE AS OF DECEMBER 15, 1930; THENCE SOUTHERLY ALONG THE LINE OF SAID CORPORATE LIMITS, 150 FEET, MORE OR LESS, TO A POINT WHICH IS SOUTH 83 DEGREES 45 MINUTES EAST, 1132.10 FEET FROM THE SOUTHEAST CORNER OF C. FRANK WRIGHT'S ADDITION; THENCE NORTH 83 DEGREES 45 MINUTES WEST, 1132.1 FEET TO THE POINT OF BEGINNING (EXCEPT THE WEST 74.12 FEET THEREOF AS MEASURED ALONG THE SOUTHERLY LINE OF STATE ROUTE NO. 176), IN LAKE COUNTY, ILLINOIS.

**PARCEL 2:**

LOT 1 (EXCEPT THE NORTH 20 FEET THEREOF), 92 THROUGH 105, BOTH INCLUSIVE, AND 179 THROUGH 183, BOTH INCLUSIVE, (EXCEPT THE SOUTH 50 FEET OF LOT 182), TOGETHER WITH THAT PART OF VACATED SUNNYSIDE AVENUE LYING EAST OF THE WEST LINE OF LOT 93 PRODUCED NORTH, THAT PART OF VACATED MEADOW LANE LYING EAST OF THE WEST LINE OF LOT 104 PRODUCED SOUTH, THAT PART OF VACATED SEVENTH STREET LYING NORTH OF THE SOUTH 50 FEET OF LOT 182 (EXCEPT THE NORTH 20 FEET OF THE EAST HALF THEREOF LYING WEST OF THE NORTH 20 FEET OF LOT 1), THE VACATED EAST AND WEST ALLEY LYING BETWEEN LOTS 93, 94, 103 AND 104, AND THE VACATED EAST AND WEST ALLEY LYING SOUTH OF LOTS 174 THROUGH 181 AND LOT 183, ALL IN SUNNYSIDE PARK, A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 21 AND THE NORTHWEST QUARTER OF SECTION 22, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 7, 1923 AS DOCUMENT 227922, IN BOOK "L" PLATS, PAGE 108, IN LAKE COUNTY, ILLINOIS.

**PARCEL 3:**

EASEMENT FOR INGRESS AND EGRESS FOR THE BENEFIT OF PARCELS 1, 2 AND 4 OVER THAT PART OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS, TO-WIT: BEGINNING AT A POINT IN THE NORTHERLY LINE OF THE CHICAGO NORTH SHORE AND MILWAUKEE RAILWAY RIGHT-OF-WAY DISTANT 737.21 FEET EASTERLY FROM THE SOUTHEASTERLY CORNER OF C. FRANK WRIGHT'S ADDITION TO LIBERTYVILLE; THENCE SOUTHERLY AT

**Report of the Plan Commission, PC 16-04 and PC 16-05**

RIGHT ANGLES TO THE SAID NORTHERLY RIGHT-OF-WAY LINE, 70 FEET TO THE SOUTHERLY LINE OF THE RIGHT-OF-WAY OF THE RAILWAY AFORESAID; THENCE EASTERLY ALONG THE SAID SOUTHERLY LINE, 30 FEET; THENCE NORTHERLY AT RIGHT ANGLES TO THE SAID SOUTHERLY LINE, 70 FEET TO THE AFORESAID NORTHERLY RIGHT-OF-WAY; THENCE WESTERLY ALONG THE SAID NORTHERLY LINE, 30 FEET TO THE POINT OF BEGINNING, AS CREATED BY THE AGREEMENT DATED APRIL 7, 1964 AND RECORDED APRIL 20, 1964 AS DOCUMENT 1222765, IN LAKE COUNTY, ILLINOIS.

PARCEL 4:

THAT PART OF SECTION 22, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE SOUTHERLY LINE OF THE FORMER CHICAGO AND MILWAUKEE ELECTRIC RAILROAD COMPANY'S RIGHT-OF-WAY WITH THE EASTERLY LINE OF SUNNYSIDE PARK SUBDIVISION, BEING A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 21 AND THE NORTHWEST QUARTER OF SECTION 22 ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 7, 1923 AS DOCUMENT NUMBER 227922 IN LAKE COUNTY, ILLINOIS; THENCE SOUTHEASTERLY ALONG SAID SOUTHERLY RAILROAD RIGHT-OF-WAY TO THE CENTERLINE OF THE DES PLAINES RIVER; THENCE SOUTHWESTERLY ALONG SAID RIVER CENTERLINE TO A LINE 140 FEET NORTHERLY OF AND PARALLEL WITH THE SOUTH LINE OF LOT A IN COPELAND MANOR NORTH, BEING A SUBDIVISION OF PART OF SAID SECTIONS 21 AND 22 ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 6, 1926 AS DOCUMENT NUMBER 271824 IN SAID COUNTY; THENCE NORTHWESTERLY ALONG SAID PARALLEL LINE TO THE NORTHWEST CORNER OF PREMISES DESCRIBED IN DOCUMENT 687148; THENCE SOUTHWESTERLY ALONG THE WESTERLY LINE OF PREMISES DESCRIBED IN DOCUMENT 687148 TO THE SOUTH LINE OF LOT A; THENCE NORTHWESTERLY ALONG THE SOUTH LINE OF SAID LOT A TO THE SOUTHEAST CORNER OF PREMISES DESCRIBED IN DOCUMENT 649149; THENCE NORTHEASTERLY ALONG THE EAST LINE OF PREMISES DESCRIBED IN DOCUMENT 649149 TO THE NORTHEAST CORNER OF SAID PREMISES DESCRIBED IN SAID DOCUMENT 649149; THENCE NORTHWESTERLY MEASURED ON A LINE 140 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID LOT A, A DISTANCE OF 285 FEET TO THE NORTHWEST CORNER OF PREMISES DESCRIBED IN DOCUMENT 649145; THENCE SOUTHWESTERLY ALONG THE WESTERLY LINE OF PREMISES DESCRIBED IN DOCUMENT 649145 TO THE SOUTH LINE OF SAID LOT A; THENCE NORTHWESTERLY ALONG THE SOUTH LINE OF SAID LOT A TO THE SOUTHEAST CORNER OF PREMISES DESCRIBED IN DOCUMENT 649144; THENCE NORTHEASTERLY ALONG THE EASTERLY LINE OF PREMISES DESCRIBED IN DOCUMENT 649144 TO THE NORTHEAST CORNER OF SAID PREMISES DESCRIBED IN SAID DOCUMENT 649144; THENCE NORTHWESTERLY MEASURED ON A LINE 140 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID LOT A TO A LINE 140 FEET EASTERLY OF AND PARALLEL WITH THE WESTERLY LINE OF SAID LOT A; THENCE NORTHEASTERLY ALONG SAID PARALLEL LINE TO A LINE 121 FEET SOUTHERLY OF AND PARALLEL WITH THE SOUTHERLY LINE OF SAID SUNNYSIDE PARK SUBDIVISION; THENCE NORTHWESTERLY ALONG SAID PARALLEL LINE TO THE EASTERLY RIGHT-OF-WAY LINE OF SEVENTH AVENUE; THENCE NORTHEASTERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE TO SAID

**Report of the Plan Commission, PC 16-04 and PC 16-05**

SOUTHERLY LINE OF SUNNYSIDE PARK SUBDIVISION; THENCE SOUTHEASTERLY ALONG SAID SOUTHERLY LINE TO THE SOUTHEAST CORNER OF SAID SUBDIVISION; THENCE NORTHEASTERLY ALONG THE EASTERLY LINE OF SAID SUBDIVISION TO THE NORTHEAST CORNER THEREOF, ALSO BEING SAID POINT OF BEGINNING, EXCEPTING THEREFROM THE NORTHERLY 20 FEET OF THE WESTERLY 829.25 FEET (AS MEASURED ALONG THE EASTERLY EXTENSION OF THE SOUTHERLY LINE OF SAID SUNNYSIDE PARK SUBDIVISION) THEREOF, SAID EXCEPTION ABUTTING SAID SOUTHERLY RAILROAD RIGHT-OF-WAY LINE AND ALSO EXCEPTING THEREFROM THAT PART LYING EAST AND SOUTH OF THE FOLLOWING DESCRIBED LINES: COMMENCING AT THE INTERSECTION OF THE SOUTHERLY LINE OF THE FORMER CHICAGO AND MILWAUKEE ELECTRIC RAILROAD COMPANY'S RIGHT-OF-WAY WITH THE EASTERLY LINE OF SUNNYSIDE PARK SUBDIVISION, BEING A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 21 AND THE NORTHWEST QUARTER OF SECTION 22 ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 7, 1923 AS DOCUMENT NUMBER 227922; THENCE SOUTH 83 DEGREES 07 MINUTES 23 SECONDS EAST, ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE, 802.00 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 06 DEGREES 55 MINUTES 19 SECONDS WEST, 922.90 FEET; THENCE NORTH 82 DEGREES 53 MINUTES 38 SECONDS WEST, 801.07 FEET; THENCE SOUTH 06 DEGREES 51 MINUTES 49 SECONDS WEST, 47.38 FEET; THENCE NORTH 82 DEGREES 40 MINUTES 00 SECONDS WEST, 65.53 FEET TO THE POINT OF TERMINATION, ALL IN LAKE COUNTY, ILLINOIS.

**EXCERPTS FROM PLAN COMMISSION MEETING MINUTES**

**Draft March 28, 2016, Plan Commission Meeting Minutes**

**PC 16-04      Ice Mobility, Applicant  
851-937 E. Park Avenue**

**Request is for an Amendment to the Special Use Permit for a Planned Development in order to permit truck deliveries between the hours of 9:00 p.m. and 7:00 a.m. in connection with the operations of Ice Services LLC d/b/a Ice Mobility, but only within the premises located at the building with the address range of 901 and 925-937 E. Park Avenue in an I-3, General Industrial District.**

**PC 16-05      Ice Mobility, Applicant  
851-937 E. Park Avenue**

**Request is for an Amendment to the Special Use Permit for Warehousing and Storage in order to permit truck deliveries between the hours of 9:00 p.m. and 7:00 a.m. in connection with the operations of Ice Services LLC d/b/a Ice Mobility, but only within the premises located at the building with the address range of 901 and 925-937 E. Park Avenue in an I-3, General Industrial District.**

Mr. David Smith, Senior Planner, introduced the petitioner's request. Mr. Smith stated that the petitioner, Ice Mobility, was before the Plan Commission at their February 22, 2016 meeting seeking approval for amendments to the Special Use Permit for a Planned Development and the Special Use Permit for Warehousing and Storage in order to permit truck deliveries between the hours of 9:00 p.m. and 7:00 a.m. in connection with the operations of Ice Mobility, but only within the premises for this particular tenant located at the building with the address range of 901 and 925-937 E. Park Avenue. He stated that during the course of the public hearing, it came into question as to whether or not the applicant was able to demonstrate that they had a contractual interest in the subject property. He stated that the Plan Commission continued this item to the March 28, 2016 meeting agenda in order to provide the petitioner an opportunity to rectify this discrepancy.

Mr. David Pardys, Village Attorney, stated that during the course of the public hearing, it came into question as to whether or not the applicant was able to demonstrate that they had a contractual interest in the subject property. The Village is in receipt of documentation from Ice Mobility that confirms that they have a contract to lease tenant space at the subject site.

Mr. Mark Houser, Bridge Development, stated that Ice Mobility is seeking occupancy in the east building of the Bridge Development property. He stated that Ice Mobility has not had more than five (5) deliveries after 9:00 p.m. at their Vernon Hills location for all of 2015.

Ms. Denise Gibson, resident at 140 School Street, Libertyville; co-founder and chairperson for Ice Mobility, stated that Ice Mobility provides logistical services for wireless and other electronic devices manufacturers. She stated that their services include a variety of unique packaging and shipping services for these manufacturers.

Ms. Gibson stated that her prior experience was with Bright Star, a company which has done exceptionally well and has since expanded from its initial start-up. She stated that with Ice Mobility, the late night truck deliveries are very minimal. She stated that all of the activities will take place indoors in a clean, light-industrial environment. She stated that she recognizes the sensitivity of the residential neighbors.

Mr. Dale Sherman, 766 Meadow Lane, stated that his objection on standing is a continued objection, but recognizes that the public hearing will proceed. He stated that he is not anti-business and that he appreciates that the subject site has been updated with the Bridge Development. He stated that the condition for no overnight deliveries for the approval for the ordinance should remain unchanged. He stated that he and his neighbors do not want to hear the truck back-up noise late at night. He stated that many children live in the area. He stated that this issue was a foreseeable circumstance and that Bridge Development should have known that that this restriction was put into place. He stated that although Ice Mobility is a good company, the neighbors should not have to be burdened.

Mr. Mark Christensen, Bridge Development, stated that Bridge Development has worked long and hard with the Village to get their approvals and it was a positive process. He stated that the ordinance approving their Planned Development came with 19 conditions. He stated that the truck delivery restriction was added on at the last minute and that it was a mistake. He stated that this restriction compromises the facility. He stated that the community wants these buildings occupied. He stated that this circumstance doesn't just affect Ice Mobility. He stated that they are not expecting heavy truck traffic with Ice Mobility. He stated that they couldn't hear the truck horn on the west side of the building. He stated that this request only applies to Ice Mobility, not to the site generally. He stated that this restriction is a problem and is hurting Bridge Development and the community.

Ms. Janice Pearson, 742 Meadow Lane, stated that Bridge Development has 16 sites. She stated that the Libertyville location is the only one surrounded by residential areas. She stated that the Village Board of Trustees stated during the Board's meeting for the Planned Development request by Bridge Development that a balance must be struck. She stated that the Village Board approved the Planned Development with a list of conditions including the restriction of truck deliveries after 9:00 p.m. She stated that Bridge is now looking for a loophole in order to circumvent the delivery restriction. She stated that the only reason that Bridge Development has never had any issues with residents in the past is because they have never built near a residential area before.

Mr. Chuck Pearson, 742 Meadow Lane, stated that a noise nuisance is a loud and discordant noise per the Zoning Code. He stated that there isn't a practical way to monitor the number of truck deliveries after 9:00 p.m.

Ms. Jeannine Phillips, 304 Camelot, stated that the surrounding residential neighborhoods will be affected. She stated that she loves this community and would not want the children's sleep to be disrupted by the noise. She stated that the property owner already agreed to the condition to restrict the truck deliveries after 9:00 p.m. She stated that she is pro-business and pro-Libertyville, but that includes the children, schools, and the housing market.

Mr. Frank Weitekamper, 103 Camelot, stated that he is perturbed that he has to be back again for this application. He stated that the initial approval included the condition to limit truck deliveries after 9:00 p.m. and that this should be abided by. He stated that Route 176 is busy enough anyway.

Ms. Bridget Dalton, 331 Camelot, stated that her property backs up to St. Mary's Road. She stated that the neighborhood has up to 70 children in the neighborhood just west of the Bridge Development site. She stated that the Village of Libertyville has a small town feel and that this should be protected.

Mr. Steve Groetsema, Bridge Development Chicago Market Officer, stated that it is not the intention to keep coming back to the Village to amend the after 9:00 p.m. delivery restriction. He stated that the tenants for his location are not heavy industrial. He stated that the prior attempt for Frito Lay to get occupancy was a mistake. He stated that they turned away Amazon because of the anticipated heavy truck traffic. He stated that they believe that Ice Mobility is a much better fit for this facility and that night deliveries would be a non-issue.

Ms. Janice Pearson stated that there are other on-going issues of concern for the Bridge site. She stated that the berm looks trashy and that the grass needs cutting.

Commissioner Oakley stated that the property has been zoned industrial long before the residential neighborhood was developed.

Commissioner Cotey asked for clarification regarding the anticipated truck deliveries. Ms. Gibson stated that when a new product is launched there is a short window of time between the launch and the customer demand. She stated that their insurance policy requires an extensive amount of security prohibiting trucks in route from stopping during a transit. She stated that this may cause on occasion a late delivery, but it would be very seldom.

Commissioner Cotey asked if there are any other transportation logistical alternatives that may include talking to the shipping companies. Ms. Gibson stated that they have not identified any other alternatives that wouldn't create a business risk.

Commissioner Cotey asked how long is the lease agreement for. Ms. Gibson stated that it is a five (5) year lease with an option to extend and expand.

Commissioner Cotey asked how much of an expansion do they anticipate over a five year period. Ms. Gibson stated that it could be as much as an additional 200,000 square feet of floor area.

Commissioner Krummick stated that he understands the neighboring residents' grievance and that this restriction is causing a hardship for Bridge Development.

Mr. Groetsema, Bridge Development, stated that they have passed on Handy Foil and Amazon because of the truck delivery and idling concerns. He stated that Ice Mobility will have far fewer trucks.

Commissioner Krummick asked what the average size requirement for tenants are for these types of facilities. Mr. Groetsema stated that most of these tenant space sizes are in the 60,000 square foot range in Lake County. He stated that they are currently negotiating with two other potential tenants who agree with the truck delivery restriction for the Bridge Development site.

Commissioner Krummick asked if the applicant would be willing to do a sound study. Mr. Mark Houser, Bridge Development, stated that that last time that the sound was reviewed they found that the on-site activity was below ambient noise. He stated that there would not be any noise detected west of the site.

Commissioner Schultz asked how a limited number of trucks after 9:00 p.m. could be regulated. Mr. John Spoden, Director of Community Development, stated that it would be difficult to enforce, but the proposed tenant, Ice Mobility, would be a tenant that would be in line with the Economic Development Strategy for the Village.

Commissioner Schultz asked if there are any safe harbors or warehouse facilities that trucks could stop overnight while in transit to the Bridge site if they would otherwise arrive after 9:00 p.m. Ms. Gibson stated due to the issue of time cycles of new product announcements, manufacturing, distribution, and the customer demand, it is impossible to commit to no after 9:00 p.m. deliveries. She stated that they can offer a monthly report to demonstrate just how far and few the after 9:00 p.m. deliveries would be, but this would be after the fact record keeping.

Chairman Moore stated that the standing objection regarding the validity of the application is on the record. He asked how the petitioner would like to proceed. The applicant requested that the Plan Commission make their recommendation to the Village Board of Trustees.

*In the matter of PC 16-04, Commissioner Oakley moved, seconded by Commissioner Cotey, to recommend the Village Board of Trustees approve an Amendment to the Special Use Permit for a Planned Development in order to permit truck deliveries between the hours of 9:00 p.m. and 7:00 a.m. in connection with the operations of Ice Services LLC d/b/a Ice Mobility, but only within the premises located at the building with the address range of 901 and 925-937 E. Park Avenue in an I-3, General Industrial District, in accordance with the plans submitted.*

*Motion failed 1 - 6.*

*Ayes: Oakley  
Nays: Moore, Cotey, Flores, Krummick, Schultz, Semmelman  
Absent: None*

*In the matter of PC 16-05, Commissioner Cotey moved, seconded by Commissioner Flores, to recommend the Village Board of Trustees approve an Amendment to the Special Use Permit for Warehousing and Storage in order to permit truck deliveries between the hours of 9:00 p.m. and 7:00 a.m. in connection with the operations of Ice Services LLC d/b/a Ice Mobility, but only within the premises located at the building with the address range of 901 and 925-937 E. Park Avenue in an I-3, General Industrial District, in accordance with the plans submitted.*

*Motion failed 1 - 6.*

*Ayes: Oakley*

*Nays: Moore, Cotey, Flores, Krummick, Schultz, Semmelman*

*Absent: None*



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Professional Services Agreement with GovHR USA

**Staff Recommendation:** Approve Professional Services Agreement

**Staff Contact:** Kevin J. Bowens, Village Administrator

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**Background:** The Village Administrator has announced his retirement effective December 23, 2016, after 25 years of serving the Village of Libertyville. The Mayor and Village Board have indicated their desire to conduct a comprehensive recruitment and search for the position, and the Mayor and Village Administrator recently interviewed two firms that provide professional recruitment and search services. Based upon those interviews and the proposals submitted, the Mayor and Village Administrator are recommending that the Village Board approved a Professional Services Agreement with GovHR USA. Heidi J. Voorhees is the President and Co-Owner of the company, and will personally be responsible for the recruitment and search process.

The Mayor and Village Administrator recommend that the Village Board approve a professional services agreement with GovHR USA to assist the Village in conducting a recruitment and selection process for the Village Administrator position, in accordance with the attached proposal and in an amount not to exceed \$18,000. The Mayor and Village Board can also discuss refining the proposed recruitment process depending upon those steps you would like to include, and much of the recruitment brochure material has ready been developed based on two recent Department Head recruitments. Four positive votes are required for approval.



July 5, 2016

The Honorable Terry L. Wepler, Mayor  
Village of Libertyville  
118 W. Cook  
Libertyville, IL 60048

Dear Mayor Wepler:

Thank you for the opportunity to provide you with a proposal for the Village of Libertyville's Village Administrator recruitment and selection process. GovHR USA prides itself on a tailored, personal approach to executive recruitment and selection, able to adapt to your specific requirements for the position.

### **QUALIFICATIONS AND EXPERIENCE**

GovHR USA is a public management consulting firm serving municipal clients and other public sector entities on a national basis. We work exclusively in the public sector, offering customized executive recruitment services, as well as providing other management studies, temporary staffing and related services for communities, counties, intergovernmental organizations and not-for-profit organizations that serve local government. GovHR USA is co-owned by Heidi Voorhees, President, and Joellen Earl, CEO. GovHR is a certified woman owned business firm in the State of Illinois.

GovHR USA was established in 2009 as Voorhees Associates, LLC. In January, 2014 Voorhees Associates combined with GovTempsUSA to form GovHR USA. This combination enables us to more effectively serve our clients by utilizing our combined resources to provide not only executive recruiting and management consulting, but also temporary staffing solutions, including short-term, long-term, and interim placements. Our headquarters offices are in Northbrook, Illinois.

Prior to 2009, Ms. Voorhees and a number of current GovHR USA consultants worked for The PAR Group, a public sector national consulting firm established in 1972. Ms. Voorhees began working for The PAR Group in 2001 and served as its President from 2006-2009. She has conducted more than 220 recruitments in her management consulting career, with many of her clients repeat clients, attesting to the high quality of work performed for them. In addition to her years of executive recruitment and management consulting experience, Ms. Voorhees has 19 years of local government leadership and management service with the Villages of Wilmette and Schaumburg, Illinois, as well as the City of Kansas City, Missouri. Ms. Earl is a seasoned manager, with expertise in public sector human resources management. She has held positions from Human Resources Director and Administrative Services Director to Assistant Town Manager and Assistant County Manager. Ms. Earl has worked in forms of government ranging from Open Town Meeting to Council-Manager and has supervised all municipal and county departments ranging from Public Safety and Public Works to Mental Health and Social Services.

The firm has a total of twenty-two consultants, both generalists and specialists (public safety, finance, parks, etc.), who are based in Arizona, Florida, Illinois, Michigan, and Wisconsin, as well as six reference specialists and ten support staff.

630 Dundee Road, Suite 130, Northbrook, Illinois 60062

Local: 847.380.3240 Toll Free: 855.68GovHR (855.684.6847) Fax: 866.401.3100 GovHRUSA.com

EXECUTIVE RECRUITMENT • INTERIM STAFFING • MANAGEMENT AND HUMAN RESOURCE CONSULTING

**Philosophy**

Executive search is an important decision-making process for a community; our primary goal is to help our client to make a good decision. Our firm's executive recruitment philosophy embraces a professional process of integrity, trust, and respect toward all parties involved and complete commitment toward meeting the expressed needs and desires of our client. All of our services are handled by principals of the firm who have established and well-regarded reputations in the search field as well as actual operating experience in the public management fields in which they now consult. Each has impeccable professional credentials and unblemished personal reputations. Keeping both our client and prospective candidates informed on the status of the recruitment on a regular basis is also an important part of our recruitment process. Our work is carried out in an open manner with particular attention given toward seeking out critical factors of a client's organization and governance and utilizing such information respectfully and discreetly in seeking out candidates who truly have the ability to meet the expectations and needs of the client—working strenuously in developing a fully qualified, "best match" candidate pool for client consideration. Our process includes assistance in the critical final interview and selection phases of the recruitment, and availability to both client and candidate for months following the appointment. Our process was developed and refined over the years to meet the special, and often unique, needs and circumstances facing our local government, public management, and related not-for-profit clients.

**Experience**

GovHR USA has completed over 325 recruitments since its establishment in 2009, including over 90 for city management positions. Our consultants are experienced executive recruiters who have conducted over 500 recruitments, working with cities, counties, special districts and other governmental entities of all sizes throughout the country. In addition, we've held leadership positions within local government, giving us an understanding of the complexities and challenges facing today's public sector leaders.

**References**

The following references can speak to the quality of service provided by GovHR USA (recruitments marked \* were conducted under the firm's previous name, Voorhees Associates):

City Manager recruitment\*

City of Highland Park, Illinois  
Mayor Nancy Rotering  
1707 St. Johns Ave  
Highland Park, IL 60035  
847-432-0800  
[nrotering@cityhpi.com](mailto:nrotering@cityhpi.com)

Village Manager recruitment\*

Village of Hinsdale, Illinois  
Thomas Cauley, Jr., Village president  
19 E. Chicago Ave.  
Hinsdale, IL 60521  
630-789-7000  
[tcauley@villageofhinsdale.org](mailto:tcauley@villageofhinsdale.org)

Village Manager recruitment

Village of Lake Zurich  
Mayor Thomas Poynton  
70 E. Main Street  
Lake Zurich, IL 60047  
847-438-5141  
[Tom.poynton@lakezurich.org](mailto:Tom.poynton@lakezurich.org)

**Consultant Assigned**

GovHR USA President Heidi Voorhees will be responsible for your recruitment and selection process.

**Heidi J. Voorhees  
President**

Ms. Voorhees has extensive experience in both executive search and general management consulting assignments. She has led more than 220 recruitments for local government entities across the country and takes pride in facilitating a tailored, thorough process that gives elected and appointed officials the tools they need to make critical personnel decisions. Her clients have included the City of Austin, Texas; Johnson County, Kansas; Evanston, Illinois; Waukesha, Wisconsin; Fort Worth, Texas; Bloomington, Illinois; Carbondale, Illinois; Fayetteville, North Carolina; and clients in Arizona, Rhode Island, and Colorado.

In addition to her eleven years of executive recruitment and management consulting experience, she has 19 years of local government leadership and management service, with the Villages of Wilmette and Schaumburg, Illinois, and the City of Kansas City, Missouri.

From 1990 to 2001, Ms. Voorhees served as the Village Manager for Wilmette, Illinois, one of Chicagoland's notable residential suburbs located on the shore of Lake Michigan. During her tenure, Ms. Voorhees focused on delivering high quality services and responsiveness to a recognized interactive community, streamlining administrative and management functions and team building throughout the organization that employed 200 individuals. Under her leadership, the organization developed a collaborative budget process, formalized its long range capital improvement program, and developed budget and financial policies that led to the achievement of a AAA bond rating for the community.

Since leaving the Village of Wilmette in 2001, Ms. Voorhees has been an Adjunct Instructor for the Center for Public Safety located on the campus of Northwestern University. She also instructs law enforcement executives in the Executive Management Program on management, community relations, and organizational culture. Ms. Voorhees has also been an Instructor for the Northwestern University Master's Degree Program in Public Policy and Administration. She is a frequent speaker on recruitment and selection issues and has conducted training programs for the Illinois City and County Management Association, the Ohio City and County Management Association, the American Public Works Association – Chicago Metro Chapter, the Illinois Association of Municipal Management Assistants, the Northern Illinois University Civic Leadership Program, and the Great Lakes Leadership Academy.

Ms. Voorhees holds a Master's Degree in Public Affairs from the School of Public and Environmental Affairs at Indiana University where she was a fellow in the Eli Lilly State and Local Government Fellowship Program. Ms. Voorhees was recognized as the distinguished Alumnus for the School in 1998. She also has a Bachelor of Science degree in Political Science from Illinois State University.

Ms. Voorhees has served on the Boards of Directors of numerous professional associations including the Chicago Metropolitan Managers' Association and the Illinois City and County Management Association. For two years, she was the Illinois representative to the ICMA University, the professional development arm of the International City and County Management Association. In 1999, she was selected to participate in the Leadership Greater Chicago Program and has been an active Rotarian for 23 years.

**SCOPE OF WORK**

A typical recruitment and selection process can take 175 hours to conduct. At least 50 hours of this time is "administrative" including ad placement, acknowledgment of résumés, reference interviews, and due diligence on candidates. These tasks may take longer if someone is performing them for the first time. We believe our experience and ability to professionally administer your recruitment will provide you with the

best possible outcome. GovHR USA clients are kept informed of the progress of a recruitment throughout the recruitment process. Consultants are always available to provide information and answer questions, and details of the process such as placement of advertising and applications received are discussed in regular updates via either telephone or email.

GovHR USA suggests the following approach to your recruitment, subject to your requests for modification:

### **Phase I – Position Assessment, Position Announcement and Brochure Development**

Phase I will include the following steps:

- **Interviews** with the Mayor and Members of the Board of Trustees, and the Village's senior staff as well as any other individuals you deem appropriate to best understand the responsibilities, challenges, and culture of the Village.

At least eight (8) hours of one-on-one interviews will be conducted with elected officials, staff and the public in order to develop our Recruitment Brochure. This important document outlines the expectations that the Village has for its next Village Administrator, providing us with the information we need to target our recruitment. During this process we will assist you with establishing the salary for the Village Administrator by conducting a salary survey of comparable communities, if so desired.

- Development of a **Position Announcement**.
- Development of a detailed **Recruitment Brochure** for your review and approval.
- Agreement on a detailed **Recruitment Timetable**.

### **Phase II – Advertising, Candidate Recruitment and Outreach**

Phase II will include the following steps:

- Placement of the Position Announcement in appropriate professional online publications. In addition to public sector publications and web sites, outreach will include LinkedIn and other private sector resources. We can provide the Village with placement recommendations, if so desired.
- Technology has changed how organizations find the best and brightest candidates. GovHR USA is at the forefront of this technology automation. Our firm posts each position on LinkedIn, FaceBook, and Twitter a minimum of twice per week throughout the advertising process. Our Social Media integration procedures provide our customers with advanced utilization of keywords and hashtags to assist in driving awareness and ultimately bringing the greatest exposure for each position. We have dedicated and focused experts consistently monitoring the results and processes we use to ensure we are current with the latest trends in the industry to provide our customers with the greatest value and results with their advertising budgets.
- The development of a database of potential candidates unique to the position and to the Village of Libertyville, focusing on the leadership and management skills identified in Phase I as well as size of organization, and experience in addressing challenges and opportunities also outlined in Phase I.
- Outreach will be done through e-mail and telephone contacts as appropriate. GovHR USA consultants have extensive knowledge of the municipal government industry and will personally identify and contact potential candidates. With more than 600 collective years of municipal and consulting experience among our consultants, we often have inside knowledge about candidates.

### **Phase III – Candidate Evaluation and Screening**

Phase III will include the following steps:

- Review and evaluation of candidates' credentials considering the criteria outlined in the Recruitment Brochure.
- Candidates will be interviewed by Skype or Facetime to fully grasp their qualifications and experience as well as their interpersonal skills. This is an hour long interview, asking specific questions about their experience and skill set. This allows us to ask follow up questions and probe specific areas. It also provides us with an assessment of their verbal skills and their level of energy for and interest in the position.
- Formal and informal references (two per candidate) and an internet search of each candidate will be conducted to further verify candidates' abilities, work ethic, management and leadership skills, analytical skills, interpersonal skills, ability to interact with the media, and any areas identified for improvement.
- All résumés will be acknowledged and contacts and inquiries from candidates will be personally handled by GovHR USA, ensuring Libertyville's process is professional and well regarded by all who participate.

### **Phase IV – Presentation of Recommended Candidates**

Phase IV will include the following steps:

- GovHR USA will prepare a **Recruitment Report** that presents the credentials of those candidates most qualified for the position. You will advise us of the number of reports you will need for the individuals involved in this phase of the recruitment and selection process. We provide a binder which contains the candidate's cover letter and résumé. In addition, we prepare a "mini" résumé for each candidate, so that each candidate's credentials are presented in a uniform way. As résumés come in all different formats, these "mini" résumés will give you a clear, consistent look at each candidate "at a glance."
- GovHR USA will provide you with a log of all candidates who applied. You may also review all of the résumés should you so desire.
- GovHR USA will meet with you to review the Recruitment Report and expand upon the information provided. The report will arrive two to three days in advance of the meeting, giving you the opportunity to fully review it. In addition to the written report, we will spend 2 to 3 hours with you to bring the candidates to "life" by reviewing their telephone interview and providing excerpts from two (2) references we will have done on the individual.

### **Phase V –Interviewing Process**

Phase V will include the following steps:

- At the Recommendation meeting, the Interviewing Process will be finalized including the discussion of any specific components you deem appropriate, such as a writing sample.
- GovHR USA will develop the first and second round interview questions for your review. GovHR USA will provide you with interview books that include the credentials each candidate submits, a summary of each candidate's credentials, a set of questions with room for interviewers to make notes, and an evaluation sheet to assist interviewers in assessing each candidate's skills and abilities.

- GovHR USA will work with you to develop an interview schedule for the candidates, coordinating travel and accommodations. The schedule will incorporate a tour of Village of Libertyville facilities and interviews with Department Heads and elected officials.

We offer a community "Meet and Greet" option, at no charge, as a means for the community to interact and get to know the candidates in an informal setting. At this "Meet and Greet," candidates would give a brief overview of themselves and answer questions from the audience.

- Once candidates for interview are selected, additional references will be contacted, along with verification of educational credentials, criminal court, credit, and motor vehicle and records checks. Using the candidate's name and work experience we review the top 200 search results available from Google, as well as his/her activity (if publicly available) on Facebook, Twitter, and other social media platforms. Employment verification can also be provided if so desired.

GovHR USA recommends a two-step interviewing process with (typically) five candidates interviewed in the first round. Following this round, we strongly suggest that two or three candidates are selected for second round interviews. Again, we will prepare a second round of interview questions and a "score sheet."

- GovHR USA consultants will be present for all of the interviews, serving as a resource and facilitator.

**Phase VI – Appointment of Candidate**

- GovHR USA will assist you as much as you request with the salary and benefit negotiations and drafting of employment agreement, if appropriate.
- GovHR USA will notify all applicants of the final appointment, including professional background information on the successful candidate.

**Optional 360° Evaluation**

As a service to the Village of Libertyville, we offer the option to provide you with a proposal for a 360° performance evaluation for the appointed Village Administrator at about six months into his or her employment. This evaluation will include seeking feedback from both Elected Officials and Department Directors, along with any other constituent the Village feels would be relevant and beneficial. This input will be obtained on a confidential basis with comments known only to the consultant. If you are interested in this option, GovHR USA will prepare a proposal for this service.

**Recruitment Schedule**

A detailed recruitment schedule will be provided in Phase I. The recruitment and selection process typically takes 90 days from the time the contract is signed until the candidate is appointed. We can work with you on a shorter process, should you so desire.

Our typical recruitment process includes the following milestones and deliverables:

On-site interviews of Libertyville officials and staff, development and approval of recruitment brochure Deliverable: recruitment brochure	weeks 1-2
Placement of professional announcements; candidate identification, screening, interview and evaluation by consultant	weeks 3-8

Consultant recommendation to Board of qualified candidates Deliverable: recruitment report	week 9
Selection of candidate finalists by Board; additional background and reference checks, report preparation and presentation Deliverable: interview reports including suggested questions and evaluation sheets	week 10
Interviews of selected finalist candidates; Board selection of final candidate; negotiation, offer, acceptance and appointment	weeks 11-12

**Summary of Costs**

Recruitment Fee:	\$13,000
Recruitment Expenses: (not to exceed)	3,000
Expenses include consultant travel, candidate outreach, and candidate due diligence efforts..	
Advertising costs	2,000
<b>Total Fees:</b>	<b>\$18,000*</b>

Expenses include billing the client for up to 10 recruitment reports and 10 interview books. Clients requesting additional copies will be billed an additional per-book charge which may then exceed the estimated expenses. Advertising costs over \$2,000 will be placed only with client approval. If less than \$2,000, Client is billed only for actual cost.

\*This fee does not include travel and accommodations for candidates interviewed. Recruitment brochures are produced as electronic files. Printed brochures can be provided, if desired, for an additional cost of \$900.

The above cost proposal is predicated upon three consultant visits to Libertyville; the first for the recruitment brochure interview process; the second to present recommended candidates; and the third for the candidate interview process.

**Payment for Fees and Services**

Professional fees and expenses will be invoiced as follows: Recruitment expenses and the costs for the Recruitment Brochure printing will be itemized with sufficient detail and invoiced as incurred. In addition, the Recruitment Fee will be invoiced in three (3) equal payments, billed during the course of the recruitment. The first invoice for the Recruitment Fee will be sent upon acceptance of our proposal. The second invoice will be sent following the recommendation of candidates and will include any expenses incurred to date. The final invoice will be sent upon completion of the recruitment assignment and will include all remaining expenses. Upon receipt of each invoice the Village will approve payment in accordance with its claims procedures within thirty (30) days of receipt.

**GovHR USA Guarantee**

It is the policy of GovHR USA to assist our clients until an acceptable candidate is appointed to the position. Therefore, no additional professional fee would be incurred should the Board not make a selection from the initial group of recommended candidates and request additional candidates be developed for interview consideration.

Upon appointment of a candidate, GovHR USA provides the following guarantee: should the selected and appointed candidate, at the request of the Village of Libertyville or the employee's own determination, leave the employ of the Village of Libertyville within the first 24 months of appointment, we will, if desired, conduct another search for the cost of expenses and announcements only.

In addition, in accordance with the policy of our firm as well as established ethics in the executive search industry, we will not actively recruit the placed employees for a period of five years.

**Why Choose GovHR USA?**

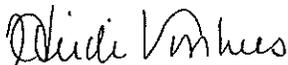
The heart and soul of a professional recruitment firm is the expertise it brings to its clients. GovHR USA consultants are all experienced local government executives who have demonstrated careers and expertise that brings first hand knowledge of the disciplines in which they now consult. This knowledge can assist clients in designing the appropriate interview questions, the development of written and oral exercises to best assess candidates' abilities, and facilitation of the clients' discussion of the candidates.

Our process reflects the client's goals and objectives—therefore, the time we spend developing the Recruitment Brochure is critical in our understanding of the challenges, opportunities, and culture of the position under consideration. Our candidate assessment and interviewing skills are based on thousands of interviews over the course of our Consultants' many years of experience in the recruitment and selection field. This professional familiarity allows us to be sensitive to the nuances, not only the obvious. In addition, as experienced local government professionals, our Consultants are able to ask probing, thoughtful questions and effectively evaluate the candidates' answers. We provide the client with a diverse list of potential candidates who have been fully vetted by our staff and who are truly interested in and well-qualified for the position. We respect the confidentiality of candidates' applications and are respectful of the candidates' current employment situation when we conduct reference calls. We are not a gatekeeper—clients will be provided with a list of everyone who applied and may view the résumés should they so desire.

Our firm's executive recruitment standards embrace a professional process of integrity, trust, and respect toward all parties involved and a commitment toward meeting the expressed needs and desires of our Client. Our ultimate goal is for the client to be completely satisfied with the selected candidate.

This proposal will remain in effect for a period of six months from the date of the proposal. We look forward to working with you on this recruitment and selection process!

Sincerely,



Heidi J. Voorhees  
President  
GovHR USA

ACCEPTED BY THE VILLAGE OF LIBERTYVILLE, ILLINOIS

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

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

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



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Amend Disorderly Conduct Ordinance

**Staff Recommendation:** Approve Amended Ordinance

**Staff Contact:** Clinton J. Herdegen, Chief of Police

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**Background:** Police Department Staff is recommending a revision to the current Disorderly Conduct ordinance, to include fighting, which will allow officers to issue local ordinance citations to mutual combatants of a fight. The Ordinance will not apply to fights predetermined as part of a sporting event. The Ordinance amends Chapter 14, "Miscellaneous Provisions and Offenses" of the Libertyville Code, by Adding Article IV: Offenses Involving Public Peace and Order, Section 14-69: Disorderly Conduct - Fighting. On the attached Ordinance, the changes are italicized and in bold.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-

AN ORDINANCE AMENDING CHAPTER 14 "MISCELLANEOUS PROVISIONS AND OFFENSES" OF THE LIBERTYVILLE ILLINOIS MUNICIPAL CODE, BY ADDING ARTICLE IV: OFFENSES INVOLVING PUBLIC PEACE AND ORDER, SECTION 14-69: DISORDERLY CONDUCT - FIGHTING

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Adopted by the  
President and Board of Trustees  
of  
the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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Published in pamphlet form by direction  
and authority of the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_\_ day of \_\_\_\_\_, 2016

**ORDINANCE NO. 16-O-\_\_\_\_\_**

**AN ORDINANCE AMENDING CHAPTER 14 “MISCELLANEOUS PROVISIONS AND OFFENSES” OF THE LIBERTYVILLE ILLINOIS MUNICIPAL CODE BY ADDING ARTICLE IV: OFFENSES INVOLVING PUBLIC PEACE AND ORDER, SECTION 14-69: DISORDERLY CONDUCT - FIGHTING**

**WHEREAS**, the Village of Libertyville (the “Village”) is a duly organized and existing municipal corporation created under the provisions of the State of Illinois and under the provisions of the Illinois Municipal Code, as from time to time supplemented and amended; and

**WHEREAS**, the Village has determined it is in the best interests of the citizens of the Village to adopt an ordinance prohibiting fighting as disorderly conduct within the Village;

**WHEREAS**, the amendment to the Village code is necessary to help the safety and welfare of its residents, and to prevent, suppress and prohibit fighting, disturbances, and disorderly conduct and assemblies in public or private places; and

**WHEREAS**, the Illinois Municipal Code provides the President and Board of Trustees of the Village of Libertyville (the “Corporate Authorities”) with certain powers to promote the public health, safety, comfort, morals and welfare of the community, 65 ILCS 5/11-13-1; and

**WHEREAS**, the Illinois Municipal Code provides that the Corporate Authorities of the Village of Libertyville, Illinois may prevent intoxication, fighting, quarreling and all other disorderly conduct, 65 ILCS 5/11-5-3; and

**WHEREAS**, the Illinois Municipal Code provides that the Corporate Authorities of the Village of Libertyville, Illinois, may prevent or suppress riots, affrays, noises, disturbances, trespasses, and disorderly assemblies in any public or private place, 65 ILCS 5/11-5-2; and

**WHEREAS**, the Corporate Authorities have determined that it is in the interest of the public health, safety and welfare of the citizens of the Village of Libertyville to prohibit fighting as disorderly conduct.

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Libertyville, Lake County, Illinois, as follows:

**SECTION 1: Recitals.** The foregoing recitals are true and correct and are incorporated into the text of this ordinance as its findings to the same extent as if each such recital had been set forth herein in its entirety.

**SECTION 2: Amendment to Chapter 14.** Chapter 14 of the Libertyville Illinois Municipal Code, is hereby amended by adding Section 14-69, “DISORDERLY CONDUCT -

FIGHTING” of Article IV “OFFENSES INVOLVING PUBLIC PEACE AND ORDER” of Chapter 14, “MISCELLANEOUS PROVISIONS AND OFFENSES” , which shall hereinafter provide as follows:

**(CHAPTER 14 – MISCELLANEOUS PROVISIONS AND OFFENSES)**

**(ARTICLE IV. OFFENSES INVOLVING PUBLIC PEACE AND ORDER)**

***Sec. 14-69. – Disorderly Conduct - Fighting.***

***(a) It shall be unlawful for any person to commit disorderly conduct by fighting within the Village of Libertyville. A person commits the offense of disorderly conduct by fighting when he or she knowingly starts or engages in a fight with another person in any public or private place in the Village of Libertyville. “Fight” is defined as any form of physical combat, not predetermined as a sporting event.***

***(b) A person convicted of a violation of any provision of this section shall be guilty of a misdemeanor and shall be fined not less than fifteen dollars (\$15.00) and not more than five hundred dollars (\$500.00) for each offense.***

**SECTION 3:** Each section and provision of this ordinance are hereby declared to be independent divisions and subdivisions and, notwithstanding any other evidence of legislative intent, it is hereby declared to be the controlling legislative intent that if any provisions of said chapter, or the application thereof to any person or circumstance is held to be invalid, the remaining sections or provisions and the application of such sections and provisions to any person or circumstances other than those to which it is held invalid, shall not be affected thereby, and it is hereby declared that such sections and provisions would have been passed independently of such section or provision so known to be invalid.

**SECTION 4:** All ordinance or parts of ordinance in conflict with the provisions of this ordinance are hereby repealed and of no further force and effect to the extent of any such conflict.

**SECTION 5:** That the Village Clerk is hereby directed to publish this ordinance in pamphlet form.

**SECTION 6:** This ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Terry L. Wepler, Village President

ATTEST:

\_\_\_\_\_  
Sally Kowal, Village Clerk



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Amend Ordinance Regarding Curfew for Minors

**Staff Recommendation:** Approve Amended Ordinance

**Staff Contact:** Clinton J. Herdegen, Chief of Police

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**Background:** Police Department Staff is recommending a revision to the current curfew Ordinance to bring the Ordinance in line with the state law regarding curfew. Although the hours for the current Ordinance are consistent with state law, the current Ordinance makes it unlawful for any person under the age of eighteen (18) to be in violation of curfew. State law makes it unlawful for any person under the age of seventeen (17) to be in violation of curfew, which creates confusion for those aged seventeen (17) who may be present in Libertyville in violation of the Ordinance. In addition, the current Ordinance requires a warning to be issued for first violations with a follow up letter sent to the parent or guardian of the minor. The warning provision makes it difficult to effectively enforce violations in certain circumstances. To address these concerns, Staff is recommending the Ordinance be revised to mirror state law. The attached Ordinance amends Chapter 14, "Miscellaneous Provisions and Offenses" of the Libertyville Municipal Code, Article IV: Offenses Involving Public Peace and Order, Section 14-66: Curfew for Minors.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-

AN ORDINANCE AMENDING CHAPTER 14 "MISCELLANEOUS PROVISIONS AND OFFENSES" OF THE LIBERTYVILLE ILLINOIS MUNICIPAL CODE, ARTICLE IV: OFFENSES INVOLVING PUBLIC PEACE AND ORDER, SECTION 14-66: CURFEW FOR MINORS

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Adopted by the  
President and Board of Trustees  
of  
the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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Published in pamphlet form by direction  
and authority of the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_\_ day of \_\_\_\_\_, 2016

**ORDINANCE NO. 16-O-\_\_\_\_\_**

**AN ORDINANCE AMENDING CHAPTER 14 “MISCELLANEOUS PROVISIONS AND OFFENSES” OF THE LIBERTYVILLE ILLINOIS MUNICIPAL CODE, ARTICLE IV: OFFENSES INVOLVING PUBLIC PEACE AND ORDER, SECTION 14-66: CURFEW FOR MINORS**

**WHEREAS**, the Village of Libertyville (the “Village”) is a duly organized and existing municipal corporation created under the provisions of the State of Illinois and under the provisions of the Illinois Municipal Code, as from time to time supplemented and amended; and

**WHEREAS**, the Village has determined it is in the best interests of the citizens of the Village to amend its curfew ordinance for minors;

**WHEREAS**, the amendments to the Village curfew ordinance are necessary to help the safety and welfare of its residents, to help fight criminal, drug and gang activity of minors and to serve as an incentive for parents, guardians, and other individuals responsible for the conduct of said minors; and

**WHEREAS**, the Illinois Municipal Code provides the President and Board of Trustees of the Village of Libertyville (the “Corporate Authorities”) with certain powers to promote the public health, safety, comfort, morals and welfare of the community, 65 ILCS 5/11-13-1; and

**WHEREAS**, the Illinois Criminal Code provides that the Corporate Authorities of the Village of Libertyville, Illinois may exercise legislative or regulatory authority over curfews for minors, 720 ILCS 5/12C-60(f); and

**WHEREAS**, the Corporate Authorities have determined that it is in the interest of the public health, safety and welfare of the citizens of the Village of Libertyville to regulate curfews for minors.

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Libertyville, Lake County, Illinois, as follows:

**SECTION 1:** The foregoing recitals are true and correct and are incorporated into the text of this ordinance as its findings to the same extent as if each such recital had been set forth herein in its entirety.

**SECTION 2:** Section 14-66, “CURFEW FOR MINORS” of Article IV “OFFENSES INVOLVING PUBLIC PEACE AND ORDER” of Chapter 14, “MISCELLANEOUS PROVISIONS AND OFFENSES” of the Libertyville, Illinois Municipal Code is hereby amended by deleting this section in its entirety and inserting, in lieu thereof, the following:

**(CHAPTER 14 – MISCELLANEOUS PROVISIONS AND OFFENSES)**

**(ARTICLE IV. OFFENSES INVOLVING PUBLIC PEACE AND ORDER)**

**Sec. 14-66. – Curfew Hours for Minors.**

(a) *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

“CURFEW HOURS” means:

- (1) Between 12:01 a.m. and 6:00 a.m. Saturday;
- (2) Between 12:01 a.m. and 6:00 a.m. on Sunday; and
- (3) Between 11:00 p.m. on Sunday to Thursday, inclusive, and 6:00 a.m. on the following day.

“EMERGENCY” means an unforeseen combination of circumstances or the resulting state that calls for immediate action. The term includes, but is not limited to, a fire, a natural disaster, an automobile accident or any situation requiring immediate action to prevent serious bodily injury or loss of life.

“ESTABLISHMENT” means any privately-owned place of business operated for a profit to which the public is invited, including, but not limited to, any place of amusement or entertainment.

“GUARDIAN” means:

- (1) A person who, under court order, is the guardian of the person of a minor; or
- (2) A public or private agency with whom a minor has been placed by a court.

“MINOR” means any person under 17 years of age.

“PARENT” means a person who is:

- (1) A natural parent, adoptive parent or step-parent of another person; or
- (2) At least 18 years of age and authorized by a parent or guardian to have the care and custody of a minor.

“PUBLIC PLACE” means any place to which the public or a substantial group of the public has access and includes, but is not limited to, streets, highways, and the common areas of schools, hospitals, apartment houses, office buildings, transport facilities and shops.

“REMAIN” means to:

- (1) Linger or stay; or
- (2) Fail to leave premises when requested to do so by a police officer or the owner, operator, or other person in control of the premises.

“SERIOUS BODILY INJURY” means bodily injury that creates a substantial risk of death or that causes death, serious permanent disfigurement or protracted loss or impairment of the function of any bodily member or organ.

(b) *Curfew Offenses.*

(1) A minor commits a curfew offense if he or she remains in any public place or on the premises of any establishment during curfew hours.

(2) A parent or guardian of a minor or other person in custody or control of a minor commits a curfew offense if he or she knowingly permits the minor to remain in any public place or on the premises of any establishment during curfew hours.

(c) *Curfew Defenses.* It is a defense to prosecution under subsection (b) above that the minor was:

(1) Accompanied by the minor’s parent or guardian or other person in custody or control of the minor;

(2) On an errand at the direction of the minor’s parent or guardian, without any detour or stop;

(3) In a motor vehicle involved in interstate travel;

(4) Engaged in an employment activity or going to or returning home from an employment activity, without any detour or stop;

(5) Involved in an emergency;

(6) On the sidewalk abutting the minor’s residence or abutting the residence of a next-door neighbor if the neighbor did not complain to the Police Department about the minor’s presence;

(7) Attending an official school, religious, or other recreational activity supervised by adults and sponsored by a government or governmental agency, a civic organization or another similar entity that takes responsibility for the minor, or going to or returning home from, without any detour or stop, an official school, religious or other recreational activity supervised by adults and sponsored by a government or governmental agency, a civic organization, or another similar entity that takes responsibility for the minor;

(8) Exercising First Amendment rights protected by the United States Constitution, such as the free exercise of religion, freedom of speech and the right of assembly; or

(9) Married or had been married or is an emancipated minor under the Emancipation of Minors Act [750 ILCS 30/1 et seq.].

(d) *Enforcement.* Before taking any enforcement action under this section, a law enforcement officer shall ask the apparent offender’s age and reason for being in the public place. The officer shall not issue a citation or make an arrest under this section unless the officer reasonably believes that an offense has occurred and that, based on any response and other circumstances, no defense in division (c) above is present.

(e) A person convicted of a violation of any provision of this section shall be guilty of a petty offense and shall be fined not more than \$500, except that neither a person who has been made a ward of the court under the Juvenile Court Act of 1987 [705 ILCS 405/1-1 et seq.], nor that person’s legal guardian, shall be subject to any fine. In addition to or instead of the fine imposed by this section, the court may order a parent, legal guardian or other person convicted of a violation of division (b) above to perform community service as determined by the court, except

that the legal guardian of a person who has been made a ward of the court under the Juvenile Court Act of 1987 may not be ordered to perform community service. The dates and times established for the performance of community service by the parent, legal guardian or other person convicted of a violation of division (b) above shall not conflict with the dates and times that the person is employed in his or her regular occupation.

**SECTION 3:** Each section and provision of this ordinance are hereby declared to be independent divisions and subdivisions and, notwithstanding any other evidence of legislative intent, it is hereby declared to be the controlling legislative intent that if any provisions of said chapter, or the application thereof to any person or circumstance is held to be invalid, the remaining sections or provisions and the application of such sections and provisions to any person or circumstances other than those to which it is held invalid, shall not be affected thereby, and it is hereby declared that such sections and provisions would have been passed independently of such section or provision so known to be invalid.

**SECTION 4:** All ordinance or parts of ordinance in conflict with the provisions of this ordinance are hereby repealed and of no further force and effect to the extent of any such conflict.

**SECTION 5:** That the Village Clerk is hereby directed to publish this ordinance in pamphlet form.

**SECTION 6:** This this ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Terry L. Wepler, Village President

ATTEST:

\_\_\_\_\_  
Sally Kowal, Village Clerk



## VILLAGE BOARD AGENDA SUPPLEMENT

**Meeting Date:** July 12, 2016

**Agenda Item:** Amend Ordinance Involving School Curfew for Minors

**Staff Recommendation:** Approve Amended Ordinance

**Staff Contact:** Clinton J. Herdegen, Chief of Police

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**Background:** Police Department Staff is recommending a revision to the current School Truancy Ordinance to provide officers with the ability to issue local ordinance citations for students subject to the compulsory attendance requirements of the Illinois School Code, absent certain exemptions, without permission from the students parent(s), guardian(s), legal custodian(s), or the permission of the student's school authorities. The proposed Ordinance more accurately defines "student" and "compulsory school attendance." It also increases the number of exemptions from the current four (4) exceptions to twelve (12) to more accurately identify lawful reasons to be absent from school. In addition, the proposed Ordinance eliminates the requirement for first violation warnings, which to date has hampered effective enforcement in certain situations. The attached Ordinance amends Chapter 14, "Miscellaneous Provisions and Offenses" of the Libertyville Municipal Code, Article IV: Offenses Involving Public Peace and Order, Section 14-67: School Curfew for Minors.

Four positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 16-O-

AN ORDINANCE AMENDING CHAPTER 14 "MISCELLANEOUS PROVISIONS AND OFFENSES" OF THE LIBERTYVILLE ILLINOIS MUNICIPAL CODE, ARTICLE IV: OFFENSES INVOLVING PUBLIC PEACE AND ORDER, SECTION 14-67: SCHOOL CURFEW FOR MINORS

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Adopted by the  
President and Board of Trustees  
of  
the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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Published in pamphlet form by direction  
and authority of the Village of Libertyville  
Lake County, Illinois  
this \_\_\_\_\_ day of \_\_\_\_\_, 2016

**ORDINANCE NO. 16-O-\_\_\_\_\_**

**AN ORDINANCE AMENDING CHAPTER 14 "MISCELLANEOUS PROVISIONS AND OFFENSES" OF THE LIBERTYVILLE ILLINOIS MUNICIPAL CODE, ARTICLE IV: OFFENSES INVOLVING PUBLIC PEACE AND ORDER, SECTION 14-67: SCHOOL CURFEW FOR MINORS**

**WHEREAS**, the Village of Libertyville (the "Village") is a duly organized and existing municipal corporation created under the provisions of the State of Illinois and under the provisions of the Illinois Municipal Code, as from time to time supplemented and amended; and

**WHEREAS**, the Village has determined it is in the best interests of the citizens of Libertyville to amend its school curfew and truancy ordinance for minors in order to protect the health, safety and welfare of its citizenry; and

**WHEREAS**, the amendments to the Village of Libertyville school curfew ordinance are necessary to help the safety and welfare of its residents, to help fight criminal, drug and gang activity of minors, to serve as an incentive for parents, guardians, and other individuals responsible for the conduct of said minors, and to prevent truancy which is often a gateway to crime and a powerful predictor of juvenile delinquent behavior; and

**WHEREAS**, the Illinois Municipal Code provides the Village President and Board of Trustees (the "Corporate Authorities") with certain powers to promote the public health, safety, comfort, morals and welfare of the community, 65 ILCS 5/11-13-1; and

**WHEREAS**, the Illinois Municipal Code, 65 ILCS 5/11-5-9, provides the Corporate Authorities of the Village may adopt ordinances to regulate truants within the Village; and

**WHEREAS**, the Corporate Authorities have determined that childhood education is beneficial, while chronic truancy is detrimental to the community; and

**WHEREAS**, the Corporate Authorities have determined that truancy is a potential problem within the Village and that measures are necessary to address same, including parental responsibility; and

**WHEREAS**, the Corporate Authorities of the Village of Libertyville have determined that it is in the interest of the public health, safety and welfare of the citizens of the Village of Libertyville to regulate truancy and school curfews for minors.

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Libertyville, Lake County, Illinois, as follows:

**SECTION 1:** The foregoing recitals are true and correct and are incorporated into the text of this ordinance as its findings to the same extent as if each such recital had been set forth herein in its entirety.

**SECTION 2:** Section 14-67, "SCHOOL CURFEW FOR MINORS" of Article IV "OFFENSES INVOLVING PUBLIC PEACE AND ORDER" of Chapter 14, "MISCELLANEOUS PROVISIONS AND OFFENSES" of the Libertyville, Illinois Municipal Code is hereby amended by deleting this section in its entirety and inserting, in lieu thereof, the following:

**(CHAPTER 14 – MISCELLANEOUS PROVISIONS AND OFFENSES)**

**(ARTICLE IV. OFFENSES INVOLVING PUBLIC PEACE AND ORDER)**

**Sec. 14-67. – School Curfew for Minors.**

(a) *Definitions.* The following words and terms shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning. Where applicable, words used in the present tense include the future tense of the word and words in the singular include the plural form of the word:

"EMERGENCY" means an unforeseen combination of circumstances or the resulting state that calls for immediate actions. The term includes, but is not limited to, a fire, a natural disaster, an automobile accident, or any situation requiring immediate action to prevent serious bodily injury or loss of life.

"PARENT" means any person having legal custody of a person or student who is: (i) a natural or adoptive parent; (ii) a legal guardian; (iii) a person who stands in *loco parentis*; or (iv) a person to whom legal custody has been granted by court order.

"STUDENT" means any person who is required by law to attend school and who is subject to the compulsory attendance requirement of the Illinois School Code and enrolled in grades kindergarten through 12 in a public, private, or parochial school.

"TRUANT" means any student who is absent from compulsory school attendance for a school day, or any part thereof, without valid cause.

"VALID CAUSE" means any illness, observance of a religious holiday, death in the immediate family, family emergency, court appearance, situations beyond the student's control as determined by the student's principal or the principal's designee or such other circumstances that cause reasonable concern to the parent for the student's safety or health.

(b) *Compulsory school attendance.* A parent of any child between the ages of six (6) and seventeen (17) years of age (unless the child has graduated from high school) shall cause such child to attend a public, private, parochial or home school the entire time that school is in session during the regular school term and during any required summer school programs.

(c) *Exceptions to compulsory school attendance.* The following children shall be exempt from compulsory school attendance:

- (1) Any child who is physically or mentally unable to attend school as long as such disability is certified by a licensed physician;
- (2) Any child who is excused for temporary absence for a valid cause or emergency by the principal or teacher of the school which the child attends;
- (3) Any child who is lawfully employed and has been excused from attendance at school by the superintendent of schools pursuant to Section 105 ILCS 5/26-1 of the Illinois School Code;
- (4) Any child who is accompanied by his or her parent(s), guardian(s) or legal custodian(s), or other adult person(s) having the legal care or custody of the minor child;
- (5) Any child who is going to or returning directly from a medical appointment;
- (6) Any child who has permission to leave the school campus and said minor has in his or her possession a valid, school-issued (including home school), off-campus permit;
- (7) Any child who is going to or returning directly from a public meeting, or place of public entertainment, such as a movie, play, sporting event, dance or school activity, provided such meeting, event or activity is a school approved activity for the minor or is otherwise supervised by school personnel of said minor's school;
- (8) Any child who is exempt by law from compulsory education or compulsory continuation education;
- (9) Any child who is emancipated pursuant to law;
- (10) Any child travelling to or from school by the most direct route;
- (11) Any child who is engaged in an activity protected by the United States or Illinois Constitutions; or
- (12) Any child who is subject to one of the exemptions for compulsory attendance or enrollment in school as set forth in the Illinois School Code, which exemptions are incorporated herein by reference and shall be exceptions herein.

(d) *Truancy prohibited.* It shall be unlawful for any person who is required by law to attend school and who is subject to the compulsory attendance requirements of the Illinois School Code and enrolled in grades kindergarten through 12 in a public, private (including a home school), or parochial school to be absent himself or herself from attendance at school during all or part of the hours in which he or she is enrolled, including summer school, without

permission from the student's parent(s), guardian(s) or legal custodian(s), or the permission of such student's school authorities.

(e) *Parental responsibility.* Each parent of a student shall be responsible for such student's attendance at school. It shall be unlawful for a parent to knowingly or negligently permit or cause a student to be truant. A parent shall be considered to have knowingly or negligently permitted a student to be truant if the parent has actual knowledge or reasonable cause to know that the student has absented himself or herself from attendance during all, or part of, a school day during a time when school is in session and the parent fails to act to ensure that the student attends school and the classes in which he or she is enrolled.

(f) *Contributing to Truancy.* No person eighteen years of age or older shall knowingly or willfully cause, aid or encourage any person to be or to become a truant, knowingly or willfully commit an act which directly tends to render any person a truant, or knowingly or willfully fail to do that which will directly tend to prevent such state of truancy.

(g) *Penalty.* Persons who violate this Section are guilty of a separate offense for each day or part of a day during which a violation is committed, continued or permitted. Each offense by a parent, a person contributing to truancy, or a student thirteen (13) years of age or older is punishable by a fine of not less than fifty and no/100 U.S. dollars (\$50.00) for the first offense, not less than seventy five and no/100 U.S. dollars (\$75.00) for the second offense and not less than one hundred and no/100 U.S. dollars (\$100.00) for the third or subsequent offense(s). For students under thirteen (13) years of age, the parent is subject to a fine of not less than fifty and no/100 U.S. dollars (\$50.00) for the first offense, not less than seventy five and no/100 U.S. dollars (\$75.00) for the second offense and not less than one hundred and no/100 U.S. dollars (\$100.00) for the third or subsequent offense(s). In addition, or in the alternative, to any fine(s) issued pursuant to this Section, any person convicted of a violation of any act declared to be unlawful by this Section, may be sentenced to community service.

(h) *Enforcement.* Any Village of Libertyville Police Officer shall have the authority to issue administrative ordinance violation notices for violations of this Section.

**SECTION 3:** Each section and provision of this ordinance are hereby declared to be independent divisions and subdivisions and, notwithstanding any other evidence of legislative intent, it is hereby declared to be the controlling legislative intent that if any provisions of said chapter, or the application thereof to any person or circumstance is held to be invalid, the remaining sections or provisions and the application of such sections and provisions to any person or circumstances other than those to which it is held invalid, shall not be affected thereby, and it is hereby declared that such sections and provisions would have been passed independently of such section or provision so known to be invalid.

**SECTION 4:** All ordinance or parts of ordinance in conflict with the provisions of this ordinance are hereby repealed and of no further force and effect to the extent of any such conflict.

**SECTION 5:** That the Village Clerk is hereby directed to publish this ordinance in pamphlet form.

**SECTION 6:** This this ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Terry L. Wepler, Village President

ATTEST:

\_\_\_\_\_  
Sally Kowal, Village Clerk