



VILLAGE OF LIBERTYVILLE BOARD OF TRUSTEES MEETING

AGENDA

October 13, 2020

8:00 p.m.

Please Note: Meeting Conducted Virtually Due to Governor's Executive Orders #2020-10, 18, 32, 44 & 48

Pursuant to the Open Meetings Act, as amended by Public Act 100-0640, the mayor of the Village of Libertyville, as the head of the public body, has made a determination that an in-person meeting is not practical or prudent because of disaster. Due to public health concerns this meeting will be conducted virtually.

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/533220173>

You can also dial in using your phone.

United States: [+1 \(786\) 535-3211](tel:+17865353211)

Access Code: 533-220-173

1. Roll Call
 - Commission Recognitions
 - Proclamation Extending Emergency Declaration
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 September 22, 2020 Village Board Meeting
 - B. Bills for Approval
 - C. Consideration of an Ordinance Declaring Surplus Property
 - D. Consideration of a Resolution Appointing Members to Village Commissions
 - E. Consideration of a Resolution to Approve a Special Event – Pumpkin Fest

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

October 13, 2020 Village Board of Trustees Meeting Agenda

- F. Consideration of a Resolution to Approve Additional Expenses for Day Porter Sanitizing Services with Duraclean Cleaning and Restoration
 - G. Consideration of a Resolution to Approve a License Agreement for 601 Carter Street
 - H. ARC Report
4. Consideration of an Ordinance Amending the Number of Class C Liquor Licenses
 5. Consideration of a Resolution to Approve a Contract Renewal with J&E Nursery, Ltd. for the Annual Contractual Snow Removal Services
 6. Consideration of an Ordinance to Waive Competitive Bidding and Approve a Proposal from Peter Baker & Son Co. for Brick Paver Crosswalk Reconstruction Work
 7. Consideration of an Ordinance Amending the 2020-2021 Village Budget
 8. Consideration of a Resolution Approving an Agreement for Legal Services
 9. Proclamation Recognizing David Pardys, Swanson, Martin & Bell
 10. Petitions and Communications
 - a. Village Administrator Update
 11. Executive Session
 - a) Closed Session Minutes, Review [5 ILCS 120/2(c)(21)]
 - b) Setting Price for Sale/Lease [5 ILCS 120/2(c)(6)]
 12. Adjournment

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
September 22, 2020

Meeting conducted virtually due to Governor's Executive Orders #2020-10, 18, 32,44,
and 48

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

Employee Recognitions:

President Wepler recognized the following Village Employees for their years of service to the Village of Libertyville:

Jack Jensen, Building Inspector/Code Enforcement, 15 years
Joe Klinkner, Wastewater Equipment Technician, 15 years
Michael Johnson, Police Officer, 20 years
Laurie Dewey, Administrative Assistant II, 25 years

ITEMS NOT ON THE AGENDA

President Wepler asked if anyone had an item to bring to the Village Board that was not already listed on the agenda. There were no items.

OMNIBUS VOTE AGENDA

President Wepler introduced the Omnibus Vote Agenda and asked if there were any items to be removed for separate discussion.

Omnibus Vote Agenda

- A. Minutes of the September 8, 2020 Village Board Meeting
- B. Bills for Approval
- C. **RESOLUTION NO. 20-4-119:** A Resolution to Approve a Special Event – Praying for the Nation Rosary Rally
- D. **ORDINANCE NO. 20-O-83:** An Ordinance to Amend the Fee Ordinance – Lake County Sewer Connection Fee
- E. **RESOLUTION NO. 20-R-120:** A Resolution to Approve an Intergovernmental Agreement with the Libertyville Township Road District for Pavement Rehabilitation Improvements
- F. **ORDINANCE NO. 20-O-84:** An Ordinance Amending the Planned Development Final Plan at 1201 American Way – Encompass Health Rehabilitation Hospital of Libertyville, LLC
- G. **RESOLUTION NO. 20-R-121:** A Resolution to Approve a Development Agreement Between Encompass Health Illinois Real Estate, LLC and the Village of Libertyville for the Property Located at 1201 American Way

- H. **ORDINANCE NO. 20-O-85:** An Ordinance Granting Approval of a Special Use Permit (PC 20-24) at 151 W. Golf Road – Integrated Palliative and Hospice
- I. **ORDINANCE NO. 20-O-86:** An Ordinance Amending Text of the Libertyville Zoning Code – Special Permitted Uses in the O-1 District

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. President Weppler asked for further Board or public comment and there was none. The motion carried on roll call vote as follows:

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

NAYS: None

CONSIDERATION OF ORDINANCES relating to Outdoor Dining Related to Phase 4 of the Restore Illinois Phase 4 Plan

A. ORDINANCE NO. 20-O-87: An Ordinance Waiving Enforcement of certain sections of the Libertyville Zoning Code during Phase 4 of the State of Illinois

President Weppler explained that in a further attempt to assist local restaurants during the pandemic, Staff recommended that the Village Board extend temporary outdoor dining throughout the winter months. The current permits will expire on November 1, 2020. Staff recommended extending that date to May 1, 2021 without a need to reapply. Tent permits are also slated to expire on November 1, 2020. Staff recommended that tents also be allowed for an additional 180 days, but reapplication is necessary to ensure that the tents are properly vented, meet exiting requirements and wind, snow and ice loads. Accordingly, Staff recommended Village Board adoption of the following:

An ordinance would allow for the temporary waiver of certain sections of the Libertyville Zoning Code to allow for the extension of temporary outdoor dining permits until May 1, 2021. This ordinance creates a Covid19 Pandemic Exception to the Municipal Code regarding Buildings and Technical Regulations, Fire Safety Standards to allow the Village Board to renew the 180 day “Use Period” for temporary tents subject to documentation of compliance for structural stability of snow and wind loads, exit access paths, exit doors, exit discharge, design/specifications for heating, ventilation, electric system and maximum occupant loads. Tents would be limited to 1500 sq. ft. in area. Seating area occupancy would continue to be determined by arranging seating providing a minimum of six (6) feet between table areas.

Staff recommended adoption of the Ordinances to accommodate outdoor dining changes in order to support local restaurants. President Weppler asked for questions and comments.

Responding to Trustees’ concerns, Director of Community Development John Spoden explained that the ordinance would allow for the safety of outdoor dining with reasonable

precautions, and enclosed spaces would require ventilation. Seating would follow the same limitations as inside the restaurant.

Trustee Johnson moved to approve the ordinance, and Trustee Adams seconded. President Wepler asked for further Board or public comment and there was none. The motion carried on roll call vote as follows:

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

NAYS: None

B. ORDINANCE NO. 20-O-88: An Ordinance Amending Chapter 6, Buildings and Technical Regulations, Article V Fire Safety Standards of the Libertyville, Illinois Municipal Code

President Wepler introduced the ordinance to amend the existing 180 day Maximum Use-Period for Temporary Tents found in Chapter 6 of the Municipal Code by adding an exception to LMC 6-383 Sec 3103.5 that would allow for the Village Board to renew the use-period without adding fire sprinklers. Transitioning from open-sided tents to enclosed tents during the heating season will require certification of structural capacity for snow loads, as well as emergency exit doors, heating, ventilation air, and electrical lighting etc. In addition, compliance is required with the State of Illinois (Covid19) Recovery Plan. Staff recommended the Village Board approve the ordinance. President Wepler asked for additional questions and comments and there was none.

Trustee Adams moved to approve the ordinance, and Trustee Johnson seconded. President Wepler asked for further Board or public comment and there was none. The motion carried on roll call vote as follows:

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

NAYS: None

RESOLUTION NO. 20-R-122: A Resolution to Award a Contract for the 2020 Joint Pavement Patching Program to Brothers Asphalt Paving, Inc.

President Wepler explained that the Village of Libertyville (“Village”) and the Libertyville Township Road District (“Township”) both desired to solicit contractor bids for their respective ‘skip patching’ programs in 2020. Both programs have similar scopes, with the intent being to identify roadways that require patching in select locations in order to improve the current pavement conditions. In an effort to maximize contract quantities and desirable contractor unit price bids, the Village and Township pursued a joint bid for this year’s skip patching program.

This year’s Village pavement patching program proposes to address locations on the following streets: Old Barn Circle, Woodland Road, Cass Avenue, Cass Court, Cedar Glen Drive, Ridgeway Lane and Oak Spring Road. Also included was selective patching for the Parks Maintenance facility parking lot located at 544 North Ave. The FY 2020/21 Annual Budget has \$100,000.00 available for the pavement patching work in the Project Fund and

\$47,094.00 available in the Public Building Improvement Fund for the Parks Maintenance facility parking lot. The project was advertised for competitive bids on August 24, 2020. Eight bids were received and opened on September 11, 2020, which are summarized below:

Contractor	Bid Amount
Brothers Asphalt Paving, Inc.	\$137,000.00
Schroeder Asphalt Services	\$140,510.00
Chicagoland Paving Contractors	\$149,870.00
Maneval Construction	\$150,534.00
Johnson Paving Services	\$158,732.40
Peter Baker & Son Co.	\$178,800.00
Total Paving & Brick Services	\$187,332.80
Builders Paving	\$290,220.00

The lowest responsive bidder was Brothers Asphalt Paving, Inc. in the amount of \$137,000.00. Brothers Asphalt is a competent and experienced paving contractor who successfully completed this year's joint roadway resurfacing program between Libertyville, Mundelein and Vernon Hills.

The Village and Township are entering into an Intergovernmental Agreement ("IGA") for the purposes of this joint program. In accordance with the terms of the IGA, both parties shall be responsible for the direct invoicing and payments for work within their respective limits. Since the Village is identified as the Local Lead Public Agency, the contract needs to be approved and executed by the Village for the full contract. The Village shall ultimately only be responsible for their share in the not-to-exceed amount of \$84,297.50.

Staff recommended approval of the resolution to award a contract for the 2020 Joint Pavement Patching Program to Brothers Asphalt Paving, Inc. in the amount of \$137,000.00 and authorized execution by the Village Administrator. President Weppler then asked for questions or comments and there was none.

Trustee Justice moved to approve the resolution awarding a contract for the 2020 Joint Pavement Patching Program to Brothers Asphalt Paving, Inc. Trustee Johnson seconded. The motion carried on roll call vote as follows:

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

NAYS: None

RESOLUTION NO. 20-R-123: A Resolution to Approve Change Order No. 1 to the Contract for the 2020 Joint Pavement Patching Program

President Weppler explained that the Village of Libertyville ("Village") and the Libertyville Township Road District ("Township") both desired to solicit contractor bids for their respective "skip patching" programs in 2020. Both programs have similar scopes, with the intent being to identify roadways that require patching in select locations in order to improve the current

pavement conditions. In an effort to maximize contract quantities and desirable contractor unit price bids, the Village and Township pursued a joint bid for this year's skip patching program. Competitive contractor bids were opened on September 11, 2020 and the lowest responsive bidder was Brothers Asphalt Paving, Inc. in the amount of \$137,000.00. A contract was previously awarded to Brothers Asphalt Paving, Inc. in the amount of \$137,000.00.

The FY 2020/21 Annual Budget has \$100,000.00 available for the pavement patching work in the Project Fund and \$47,094.00 in the Public Building Improvement Fund for select patching at the Parks Maintenance facility parking lot. The Village's share of the current awarded contract work is \$84,297.50.

A change order was proposed to the contractor by both the Village and Township in order to take advantage of the extremely favorable unit price bids, which are essentially half of our estimated unit prices (\$25/SY vs. \$50/SY) for the pavement patching work, and available budgeted funds. The amount of the proposed change order is \$68,000.00. The proposed new contract amount, including the proposed change order, would be \$205,000.00. The Village and Township will each be responsible for 50% of the total change order amount (\$34,000 each). With the change order, the Village would now be able to complete additional patching work at the Parks Maintenance facility parking lot and additional pavement patches on the streets included in the original contract.

Staff recommended adoption of the resolution to approve Change Order No. 1 in the amount of \$68,000.00 to the contract for the 2020 Joint Pavement Patching Program with Brothers Asphalt Paving, Inc. The new contract amount would be \$205,000.00. President Wepler asked for questions and comments and there was none.

Trustee Carey moved to approve the resolution to approve change order No. 1 to the contract for the 2020 Joint Pavement Patching Program. Trustee Garrity seconded. President Wepler asked for further questions and there was none. The motion carried on roll call vote as follows:

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

NAYS: None

PETITIONS AND COMMUNICATIONS

President Wepler announced the following:

- The Plan Commission/ZBA will meet virtually at 7:00 p.m. on Monday, September 28, 2020
- The Parks and Recreation Committee will meet virtually at 6:00 p.m. on Tuesday, October 6, 2020
- The Human Relations Commission will meet virtually at 5:00 p.m. on Wednesday, October 7, 2020
- The Zoning Board of Appeals will meet virtually at 7:00 p.m. on Monday, October 12, 2020

- The Water and Sewer Committee will NOT meet on Tuesday, October 13, 2020
- The Village Board will meet at 8:00 p.m. on Tuesday, October 13, 2020

Staff and the Village Board briefly discussed Village plans for Halloween Trick or Treating.

ADMINISTRATOR UPDATE:

Administrator Kelly Amidei explained that the Junior Women's Club asked to hold their Pumpkin Fest on October 7, 2020, implementing Phase 4 regulations. Trustee Johnson stated the need for assistance to be called if regulations are not followed.

Trustee Garrity asked that information regarding rules and expectations regarding campaign signage be distributed to residents. Director Amidei stated that the information was being prepared.

ADJOURNMENT

With no further business to come before Village Board, Trustee Johnson moved to adjourn at 8:40 p.m., and Trustee Adams seconded. The motion carried on a roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey
NAYS: None

Respectfully submitted,

Sally A. Kowal
Village Clerk

**VILLAGE BOARD AGENDA SUPPLEMENT**

Meeting Date: October 13, 2020
Agenda Item: Approval of Attached Bills
Staff Recommendation: Approve Payment
Staff Contact: Nicholas A. Mostardo, Director of Finance

Summary of Funds

General Fund	\$243,984.76
Commuter Parking Fund	4,502.16
Concord Special Service Area	2,914.78
Foreign Fire Insurance Tax	3,458.10
General Bond & Interest	1,928.00
Hotel/Motel Tax Fund	4,163.95
Impact Fee Fund	5,366.50
Libertyville Sports/Comp	8,671.66
Motor Fuel Tax Fund	75,634.21
Park Improvement Fund	5,785.92
Project Fund	71,618.47
Public Building Improvement Fund	72,471.00
Road Bond Fund	0.00
Stormwater Sewer Fund	61,283.22
Tax Increment Finance District	0.00
Technology Equipment/Replacement Service Fund	43,102.58
Timber Creek Special Service Area	1,252.82
Utility Fund	764,906.89
Vehicle Maintenance/Replacement Fund	139,641.41
Total - Accounts Payable	1,510,686.43

Total - Payroll 10/5/2020
(Salaries & Employer Paid Benefits) 788,437.97

Grand Total \$2,299,124.40

The payment of the above listed funds has been approved by the Village Board of Trustees at a meeting held on October 13, 2020 and you are hereby authorized to pay them from the appropriate budgets.

Terry L. Wepler, Mayor

Attest:

Sally A. Kowal, Village Clerk

JOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 01 GENERAL FUND					
Dept 0000 GENERAL					
01-0000-0-155000	POSTAGE HOLDING A/C	QUADIEN FINANCE USA, IN	POSTAGE ACCT #7900044062146018	1,000.00	
01-0000-0-403016	EYE INSURANCE	FIDELITY SECURITY LIFE I	EYE INS COVERAGE 10/20	321.97	
01-0000-0-450000	BB-19-0240 - PB-19-0827	AC HOME DESIGN	BD Bond Refund	500.00	
01-0000-0-450000	BED-18-0003 - PENG-18-0030	CRAMER, GINA	BD Bond Refund	2,500.00	
01-0000-0-450000	BERC-18-0006 - PSD-18-0003	CRAMER, GINA	BD Bond Refund	2,500.00	
01-0000-0-450000	BB-20-0167 - PZ-20-0563	DLW PROPERTIES LLC	BD Bond Refund	3,000.00	
01-0000-0-450000	BB-20-0113 - PB-20-0303	ELLIOT WEST HOME SERVICE	BD Bond Refund	500.00	
01-0000-0-450000	BB-20-0056 - PB-20-0084	ELLIOT WEST HOME SERVICE	BD Bond Refund	500.00	
01-0000-0-450000	BB-19-0160 - PD-19-0027	GREAT ROOMS DESIGNERS &	BD Bond Refund	3,500.00	
01-0000-0-450000	BED-19-0014 - PENG-19-0168	GREAT ROOMS DESIGNERS &	BD Bond Refund	2,500.00	
01-0000-0-450000	BERC-19-0007 - PSD-19-0022	GREAT ROOMS DESIGNERS &	BD Bond Refund	2,500.00	
01-0000-0-450000	BB-17-0222 - PB-17-0615	HABITAT HOME SERVICES LL	BD Bond Refund	1,500.00	
01-0000-0-450000	BB-20-0129 - PB-20-0384	KO, TYLER B	BD Bond Refund	500.00	
01-0000-0-450000	BB-20-0156 - PB-20-0532	MAGITEK ENERGY SOLUTIONS	BD Bond Refund	500.00	
01-0000-0-450000	BERC-20-0002 - PSD-20-0004	MI HOMES OF CHICAGO	BD Bond Refund	5,000.00	
01-0000-0-450000	BERC-20-0003 - PSD-20-0005	MI HOMES OF CHICAGO	BD Bond Refund	5,000.00	
01-0000-0-450000	BESO-20-0002 - PENG-20-0022	MI HOMES OF CHICAGO	BD Bond Refund	2,500.00	
01-0000-0-450000	BB-19-0236 - PB-19-0728	PHILLIPS, ADAM	BD Bond Refund	1,500.00	
01-0000-0-450000	BB-19-0121 - PD-19-0017	REDWOOD DEVELOPERS LLC	BD Bond Refund	4,000.00	
01-0000-0-450000	BB-19-0121 - PD-19-0017	REDWOOD DEVELOPERS LLC	BD Bond Refund	1,000.00	
01-0000-0-450000	BED-19-0009 - PENG-19-0111	REDWOOD DEVELOPERS LLC	BD Bond Refund	2,500.00	
01-0000-0-450000	BERC-19-0006 - PSD-19-0012	REDWOOD DEVELOPERS LLC	BD Bond Refund	2,500.00	
01-0000-0-450000	BB-20-0083 - PB-20-0156	REVEAL GROUP	BD Bond Refund	500.00	
01-0000-0-450000	BB-20-0096 - PB-20-0203	SCHMIDT CARPENTRY	BD Bond Refund	500.00	
01-0000-0-450000	BECC-18-0001 - PSD-20-0019	THE HEZNER CORPORATION	BD Bond Refund	5,000.00	
01-0000-0-450000	BP-20-0006 - PI-20-0004	TURF INDUSTRIES INC	BD Bond Refund	500.00	
01-0000-0-450000	BB-20-0106 - PB-20-0247	WOLD, JENNIE & SCOTT	BD Bond Refund	500.00	
01-0000-0-460000	WASTE TAGS-DUE TO GROOT	GROOT, INC	WASTE TAG SALES 9/20	43.75	
01-0000-5-643000	AMBULANCE FEES	AETNA	AMB OVERPMT-MVA AUTO INS DUE REFUND	423.30	
Total For Dept 0000 GENERAL				53,289.02	
Dept 0100 ADMINISTRATION/FINANCE					
01-0100-3-716000	VITAL RECORDS	OFFICE DEPOT, INC	OFFICE SUPPLIES	239.58	
01-0100-3-728000	TECHNICAL SERVICES	MUNICIPAL COLLECTIONS OF	COLLECTION FEES 9/20	71.00	
01-0100-5-723000	OFFICE SUPPLIES	BEAVER SHREDDING, INC.	SHREDDING	65.00	
01-0100-5-723000	OFFICE SUPPLIES	OFFICE DEPOT, INC	OFFICE SUPPLIES	364.65	
01-0100-5-723000	FIRST AID-IBUPROFEN	PETTY CASH GENERAL	REPLENISH PETTY CASH	7.72	
01-0100-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	IGFOA	ANNUAL VIRTUAL CONF.REGISTRN-MOSTARDO	165.00	
01-0100-5-726000	NOTARY BOND & STAMP-BLIEFERNICH	PETTY CASH GENERAL	REPLENISH PETTY CASH	49.90	
01-0100-5-799000	MISCELLANEOUS	AMIDEI, KELLY	MOVING EXPENSE REIMBURSE PER CONTRACT	344.08	
01-0100-7-713000	MAINTENANCE - COPY MACHINE	RICOH USA, INC	ADDT'L COPIES 7/1/20-9/30/20	761.23	
01-0100-7-713000	MAINTENANCE - COPY MACHINE	RICOH USA, INC	COPIER LEASE 10/20	303.81	
Total For Dept 0100 ADMINISTRATION/FINANCE				2,371.97	
Dept 0201 ENGINEERING					
01-0201-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	6.99	
01-0201-5-706000	MATERIALS AND SUPPLIES	T & T REPRODUCTIONS & SU	PLOTTER PAPER - 2 ROLLS-36"X300'	114.68	
01-0201-5-723000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES,	OFFICE SUPPLIES	105.96	
01-0201-5-723000	OFFICE SUPPLIES	PITNEY BOWES INC	INK PAD REPLACEMENT KIT	3.71	
01-0201-5-723000	OFFICE SUPPLIES	RICOH USA, INC	ADDT'L COPIES 9/20	54.69	
Total For Dept 0201 ENGINEERING				286.03	
Dept 0203 STREETS					

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 01 GENERAL FUND					
Dept 0203 STREETS					
01-0203-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS	11,544.00	
01-0203-3-728000	TECHNICAL SERVICES	SPRINT / NEXTEL COMMUNIC	SERVICE 8/24-9/23/20	16.99	
01-0203-3-742000	COPY MACHINE LEASE	RICOH USA, INC	ADDT'L COPIES 7/1/20-9/30/20	42.86	
01-0203-3-742000	COPY MACHINE LEASE	RICOH USA, INC	COPIER LEASE 10/20	102.90	
01-0203-4-707000	STREETLIGHT ENERGY	AEP ENERGY	SERVICE 7/31-8/31/20	3,167.23	
01-0203-4-707000	STREETLIGHT ENERGY	AEP ENERGY	SERVICE 8/13-9/14/20	3,425.29	
01-0203-4-707000	STREETLIGHT ENERGY	COMMONWEALTH EDISON CO	SERVICE 8/20	37.85	
01-0203-4-707000	STREETLIGHT ENERGY	KARL LUTZ	ANNUAL PMT-ELECTRICAL SERVICE FOR FIX	35.00	
01-0203-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	7.59	
01-0203-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	13.38	
01-0203-5-706000	MATERIALS AND SUPPLIES	GRAYSLAKE FEED SALES, IN	GRASS SEED	117.00	
01-0203-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	TOOLS	135.64	
01-0203-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	FORM BOARDS	143.72	
01-0203-5-706000	MATERIALS AND SUPPLIES	NETWORK SERVICES COMPANY	JANITORIAL SUPPLIES	947.17	
01-0203-5-752000	UNIFORMS	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	99.99	
01-0203-5-752000	UNIFORMS	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	(40.50)	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	STREET LIGHT MAINT 8/20	6,935.39	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	REPAIR CABLE FAULT-GARFIELD & GOLF	852.38	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	REPAIR CABLE FAULT-DAWES	1,876.49	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	REPLACE KNOCKDOWN POLE-E COOK AVE	2,193.11	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	SET 2 NEW STEINBERG & COBRA HEADS	3,547.80	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	REPAIR CABLE-CAMBRIDGE	207.40	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	TIGHTEN NUTS ON POLE/CK NUTS ON POLE	337.52	
01-0203-7-708000	STREETLIGHT MAINTENANCE	GEARY ELECTRIC INC	LOCATE & REPAIR FAULT-JESSICA	938.63	
01-0203-7-708000	STREETLIGHT MAINTENANCE	TEPPER ELECTRIC SUPPLY C	STREETLIGHT BULBS	898.22	
01-0203-7-712000	MAINTENANCE BUILDINGS	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	679.17	
01-0203-7-713000	MAINTENANCE ROADWAY MEDIANS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	1,237.84	
01-0203-7-713000	MAINTENANCE ROADWAY MEDIANS	FLECK'S LANDSCAPING	LANDSCAPE MAINT #6	2,708.26	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	LAI, LTD	PULSAFEEDER PUMP	903.98	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	NORTH AMERICAN SAFETY IN	TRAFFIC CONES	663.41	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	PETER BAKER & SON CO	ASPHALT	123.12	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	PETER BAKER & SON CO	ASPHALT	141.43	
01-0203-7-716000	MAINTENANCE STREETS AND ALLEYS	PETER BAKER & SON CO	ASPHALT	401.85	
01-0203-7-717000	MAINTENANCE SIDEWALKS	LESTER'S MATERIAL SERVIC	TOP SOIL	260.48	
01-0203-7-719000	MAINTENANCE SIGNS	3M COMPANY	SIGN MATERIAL	100.50	
01-0203-7-719000	MAINTENANCE SIGNS	3M COMPANY	SIGN MATERIAL	251.25	
Total For Dept 0203 STREETS				45,054.34	
Dept 0204 SNOW REMOVAL AND ICE CONTROL					
01-0204-7-715000	MAINTENANCE OTHER EQUIPMENT	MCMASTER-CARR SUPPLY CO	DEICING PUMP	31.29	
Total For Dept 0204 SNOW REMOVAL AND ICE CONTROL				31.29	
Dept 0205 REFUSE & RECYCLING					
01-0205-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS	2,324.00	
01-0205-3-724000	DISPOSAL	LAKESHORE RECYCLING SYST	HAUL OUT SPOILS DISPOSAL	872.80	
Total For Dept 0205 REFUSE & RECYCLING				3,196.80	
Dept 0301 PLANNING DIVISION					
01-0301-3-742000	COPY MACHINE LEASE	RICOH USA, INC	ADDT'L COPIES 9/20	54.69	
01-0301-5-706000	MATERIALS AND SUPPLIES	PITNEY BOWES INC	INK PAD REPLACEMENT KIT	3.71	
Total For Dept 0301 PLANNING DIVISION				58.40	
Dept 0302 BUILDING SERVICES					

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 01 GENERAL FUND					
Dept 0302 BUILDING SERVICES					
01-0302-3-728000	TECHNICAL SERVICES	THOMPSON ELEVATOR INSPEC	9-SEMIANNUAL ELEVATOR INSPECTIONS	387.00	
01-0302-3-728000	TECHNICAL SERVICES	THOMPSON ELEVATOR INSPEC	1-SEMI-ANNUAL ELEV INSPECTION	43.00	
01-0302-3-728000	TECHNICAL SERVICES	THOMPSON ELEVATOR INSPEC	2-SEMI-ANNUAL ELEV RE-INSPECTIONS	86.00	
01-0302-5-706000	MATERIALS AND SUPPLIES	PITNEY BOWES INC	INK PAD REPLACEMENT KIT	3.71	
01-0302-5-723000	OFFICE SUPPLIES	OFFICE DEPOT, INC	OFFICE SUPPLIES	51.60	
01-0302-5-729000	REIMBURSEABLE EXPENSES	CIVILTECH ENGINEERING, I	ENG SERV/ENCOMPASS HLTH,1201 AMERICAN	624.40	
01-0302-7-715000	MAINTENANCE OTHER EQUIPMENT	PITNEY BOWES INC	INK PAD REPLACEMENT KIT	3.71	
01-0302-7-715000	MAINTENANCE OTHER EQUIPMENT	RICOH USA, INC	ADDT'L COPIES 9/20	54.68	
Total For Dept 0302 BUILDING SERVICES				1,254.10	
Dept 0303 ECONOMIC DEVELOPMENT					
01-0303-3-741000	PROMOTION & ACTIVITIES	T & T REPRODUCTIONS & SU	REWARDS ADMINISTRATION	939.05	
Total For Dept 0303 ECONOMIC DEVELOPMENT				939.05	
Dept 0501 POLICE ADMIN, COMMUNICATION & RECORDS					
01-0501-3-705000	CONTRACTUAL SERVICES	SENSYS GATSO. USA	RED LIGHT CAMERA PROGRAM 9/20	3,780.00	
01-0501-3-705000	CONTRACTUAL SERVICES	SHRED-IT	SHREDDING 9/1/20	55.14	
01-0501-3-705000	CONTRACTUAL SERVICES	VERIZON	SERVICE 8/9-9/8/20	793.47	
01-0501-3-705000	CONTRACTUAL SERVICES	VILLAGE OF VERNON HILLS	DISPATCH	21,014.26	
01-0501-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	59.55	
01-0501-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	(40.49)	
01-0501-5-706000	MATERIALS AND SUPPLIES	PITNEY BOWES INC	INK PAD REPLACEMENT KIT	3.72	
01-0501-5-722000	POSTAGE	UNITED PARCEL SERVICE	SHIPPING-POL & FIRE	17.44	
01-0501-5-722000	POSTAGE	UNITED PARCEL SERVICE	SHIPPING	132.10	
01-0501-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	IL ASSN CHIEFS OF POLICE	MEMBERSHIP RENEWAL-HERDEGEN	220.00	
01-0501-5-743000	PRINTING AND PUBLICATIONS	P F PETTIBONE & CO	ORDER OF PROTECTION FORMS	79.45	
01-0501-7-715000	MAINTENANCE OTHER EQUIPMENT	ADVANCED BUSINESS NETWORK	ETHERNET SERVICE	494.20	
Total For Dept 0501 POLICE ADMIN, COMMUNICATION & REC				26,608.84	
Dept 0502 POLICE PATROL					
01-0502-5-706000	MATERIALS AND SUPPLIES	GLOCK INC	RESET TRIGGER SPRING	6.00	
01-0502-5-706000	MATERIALS AND SUPPLIES	SARGE'S RANGE SERVICE IN	RANGE MAINTENANCE	3,350.00	
01-0502-5-706000	MATERIALS AND SUPPLIES	ULINE, INC	RIFLE BOXES	54.45	
01-0502-5-720000	DUI EQUIPMENT	INTOXIMETERS INC	PBT REPAIR	110.75	
01-0502-5-752000	UNIFORMS	RAY O'HERRON CO INC	GLOVES FOR STOCK	142.60	
01-0502-5-752000	UNIFORMS	RAY O'HERRON CO INC	UNIFORM CAPS/HATS	432.90	
01-0502-5-752000	UNIFORMS	RAY O'HERRON CO INC	UNIFORM-HOWARD	213.46	
01-0502-7-715000	MAINTENANCE OTHER EQUIPMENT	911 TECH INC	FTO PROGRAM SOFTWARE	3,650.00	
Total For Dept 0502 POLICE PATROL				7,960.16	
Dept 0503 POLICE-INVESTIGATIONS					
01-0503-3-705000	CONTRACTUAL SERVICES	CRITICAL REACH, INC	ANNUAL 2020 SUBSCRIPTION	450.00	
01-0503-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	ON-TARGET SOLUTIONS GROU	SEMINAR REGISTRATION-WOOD/DAVIS	500.00	
Total For Dept 0503 POLICE-INVESTIGATIONS				950.00	
Dept 0601 FIRE-ADMINISTRATION					
01-0601-5-723000	OFFICE SUPPLIES	OFFICE DEPOT, INC	OFFICE SUPPLIES	83.01	
Total For Dept 0601 FIRE-ADMINISTRATION				83.01	
Dept 0603 FIRE-EMERGENCY SERVICES					
01-0603-3-705000	CONTRACTUAL SERVICES	VILLAGE OF VERNON HILLS	DISPATCH	10,244.90	
01-0603-3-728000	TECHNICAL SERVICES	COMCAST	SERVICE 9/15/20-10/14/20	1,426.32	
01-0603-3-728000	TECHNICAL SERVICES	LIBERTYVILLE FIRE DISTRI	AMBULANCE SERVICE 22.5%-7/1/20	13,950.00	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 01 GENERAL FUND					
Dept 0603 FIRE-EMERGENCY SERVICES					
01-0603-3-728000	TECHNICAL SERVICES	STEPHEN A. LASER ASSOCIA	PSYCHOLOGICAL TEST ENTRY FF	550.00	
01-0603-5-707000	FIREFIGHTER SUPPLIES	AMERICAN GASES CORP	OXYGEN	48.62	
01-0603-5-707000	FIREFIGHTER SUPPLIES	AMERICAN GASES CORP	OXYGEN	172.86	
01-0603-5-707000	FIREFIGHTER SUPPLIES	UNITED PARCEL SERVICE	SHIPPING FEE FOR MONITOR	27.73	
01-0603-5-707000	FIREFIGHTER SUPPLIES	ZOLL MEDICAL CORPORATION	LIFE BANDS FOR MONITORS	735.00	
01-0603-5-707000	FIREFIGHTER SUPPLIES	ZOLL MEDICAL CORPORATION	EMS SUPPLIES	85.80	
Total For Dept 0603 FIRE-EMERGENCY SERVICES				27,241.23	
Dept 0604 FIRE-SUPPORT SERVICES					
01-0604-3-705000	CONTRACTUAL SERVICES	VERIZON	SERVICE 8/9-9/8/20	252.07	
01-0604-4-709000	UTILITIES - STATION 3	NORTH SHORE GAS CO	SERVICE 8/20	88.49	
01-0604-4-709000	UTILITIES - STATION 3	NORTH SHORE GAS CO	SERVICE 8/20	242.31	
01-0604-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	228.90	
01-0604-5-706000	MATERIALS AND SUPPLIES	AMAZON CAPITAL SERVICES,	LUBRICANT	170.88	
01-0604-5-706000	MATERIALS AND SUPPLIES	BATTERIES PLUS LLC	6-BATTERIES	57.24	
01-0604-5-707000	FIREFIGHTER SUPPLIES	DINGES FIRE COMPANY	LIQUID USED IN A SMOKE MACHINE FOR TR	572.00	
01-0604-5-707000	FIREFIGHTER SUPPLIES	EAGLE ENGRAVING, INC	10-MABAS TAGS	21.00	
01-0604-5-707000	FIREFIGHTER SUPPLIES	UNITED PARCEL SERVICE	SHIPPING-POL & FIRE	35.55	
01-0604-5-752000	UNIFORMS	RED WING BUSINESS ADVANT	BOOTS-PAKOSTA	118.99	
01-0604-5-752000	UNIFORMS	THE LOCKER SHOP	UNIFORMS-BENDING	97.90	
01-0604-5-752000	UNIFORMS	THE LOCKER SHOP	UNIFORMS-ROBERTS	49.00	
01-0604-5-752000	UNIFORMS	THE LOCKER SHOP	UNIFORMS-RECKLING	445.95	
01-0604-5-752000	UNIFORMS	THE LOCKER SHOP	UNIFORMS-CONNOR	124.90	
01-0604-5-752000	UNIFORMS	THE LOCKER SHOP	UNIFORMS-PITEL	168.00	
01-0604-5-752000	UNIFORMS	THE LOCKER SHOP	UNIFORMS-BOYLE	189.95	
01-0604-5-752000	UNIFORMS	THE LOCKER SHOP	UNIFORMS-SCHULTZ	122.90	
01-0604-5-752000	UNIFORMS	THE LOCKER SHOP	UNIFORMS-HOLTZ	69.95	
01-0604-5-752000	UNIFORMS	THE LOCKER SHOP	UNIFORMS-SHAFFER	228.95	
01-0604-7-712000	MAINTENANCE BUILDINGS	A & J SEWER SERVICE INC	PUMP GREASE TRAP-STN3	156.99	
01-0604-7-712000	MAINTENANCE BUILDINGS	AMAZON CAPITAL SERVICES,	4-CARBON MONOXIDE DETECTORS	112.12	
01-0604-7-712000	MAINTENANCE BUILDINGS	AMERICAN HOIST & MANLIFT	9-ELEV MAINT 8/20	192.27	
01-0604-7-713000	MAINTENANCE GROUNDS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	346.98	
01-0604-7-713000	MAINTENANCE GROUNDS	FLECK'S LANDSCAPING	LANDSCAPE MAINT #6	86.34	
01-0604-7-715000	ANNUAL EXTRICATION EQUIPMENT SE	5 ALARM FIRE & SAFETY EQ	ANNUAL HURST JAWS OF LIFE SERVICE	1,535.00	
01-0604-7-715000	CF-33 TOUGHBOOK	CDS OFFICE TECHNOLOGIES,	CAD COMPUTER FOR LT461	3,167.00	
01-0604-7-715000	HAVIS DOCKING STATION	CDS OFFICE TECHNOLOGIES,	CAD COMPUTER FOR LT461	559.00	
01-0604-7-715000	DOCKING POWER SUPPLY	CDS OFFICE TECHNOLOGIES,	CAD COMPUTER FOR LT461	125.00	
Total For Dept 0604 FIRE-SUPPORT SERVICES				9,565.63	
Dept 0701 PARKS					
01-0701-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS	11,582.00	
01-0701-3-705000	CONTRACTUAL SERVICES	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	618.53	
01-0701-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	21.60	
01-0701-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	105.11	
01-0701-5-706000	MATERIALS AND SUPPLIES	J.C. LICHT	BANDSHELL PAINT COVER GRAFFITI	79.44	
01-0701-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	LUMBER FOR SIGNS	732.48	
01-0701-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	BATTERIES & SOLENOID	24.96	
01-0701-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	MATERIALS-PARK SIGN @ KENLOCK	27.99	
01-0701-5-711000	GASOLINE AND OIL	RUSSO POWER EQUIPMENT	2GAL-BAR & CHAIN OIL	25.98	
01-0701-5-728000	TREE SURGERY AND SPRAYING	LUCAS LANDSCAPE AND DESI	REMOVE HAZARD TREE IN ABANDONED ROW	550.00	
01-0701-5-752000	UNIFORMS	CUTLER WORKWEAR	BOOTS-WHITESCARVER	157.46	
01-0701-5-752000	UNIFORMS	CUTLER WORKWEAR	BOOTS-MOESER	269.96	
01-0701-5-752000	UNIFORMS	CUTLER WORKWEAR	BOOTS-THORNBOROUGH	134.96	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 01 GENERAL FUND					
Dept 0701 PARKS					
01-0701-5-752000	UNIFORMS	LECHNER & SONS	UNIFORMS	24.24	
01-0701-5-752000	UNIFORMS	LECHNER & SONS	UNIFORMS	24.24	
01-0701-5-752000	UNIFORMS	LECHNER & SONS	UNIFORMS	24.24	
01-0701-7-712000	MAINTENANCE BUILDING	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	104.94	
01-0701-7-712000	MAINTENANCE BUILDING	SUPERIOR INDUSTRIAL SUPP	JANITORIAL SUPPLIES	104.70	
01-0701-7-713000	MAINTENANCE GROUNDS	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	15.99	
01-0701-7-713000	MAINTENANCE GROUNDS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	15,956.80	
01-0701-7-713000	MAINTENANCE GROUNDS	CONSERV FS, INC	GATER BAGS/PAINT TO MARK TREES	501.00	
01-0701-7-713000	MAINTENANCE GROUNDS	CONSERV FS, INC	GATER BAGS/PAINT TO MARK TREES	42.60	
01-0701-7-713000	MAINTENANCE GROUNDS	FLECK'S LANDSCAPING	LANDSCAPE MAINT #6	678.91	
01-0701-7-713000	MAINTENANCE GROUNDS	SUPERIOR INDUSTRIAL SUPP	JANITORIAL SUPPLIES	362.70	
01-0701-7-715000	MAINTENANCE OTHER EQUIPMENT	GROWER EQUIPMENT & SUPPL	PARTS FOR WATER PUMP	35.95	
01-0701-7-715000	MAINTENANCE OTHER EQUIPMENT	RUSSO POWER EQUIPMENT	OIL & FUEL FILLER CAP-ROTOTILLERS	20.98	
01-0701-7-715000	MAINTENANCE OTHER EQUIPMENT	RUSSO POWER EQUIPMENT	CARBURATOR KIT, GASKET BREATHER, AND	35.52	
01-0701-7-715000	MAINTENANCE OTHER EQUIPMENT	RUSSO POWER EQUIPMENT	CHAIN SAW PARTS	28.97	
Total For Dept 0701 PARKS				32,292.25	
Dept 0702 RECREATION					
01-0702-3-713000	INDEPENDENT CONTRACTOR	IL SHOTOKAN KARATE INC	SUMMER 2020 KARATE INSTRUCTION	1,740.80	
01-0702-3-713000	INDEPENDENT CONTRACTOR	KANTOR, GARY	MAGIC CLS INSTRUCTION 9/20	28.00	
01-0702-3-742000	COPY MACHINE LEASE	RICOH USA, INC	ADDT'L COPIES 7/1/20-9/30/20	16.45	
01-0702-4-708000	ELECTRICITY	CONSTELLATION NEW ENERGY	SERVICE 8/20	914.34	
01-0702-5-706000	SUPPL & EXP - TOT PROGRAMS	ALBERTSONS/SAFEWAY	PRESCHOOL SNACKS	40.50	
01-0702-5-706000	PRESCHOOL PICTURES	PETTY CASH GENERAL	REPLENISH PETTY CASH	6.53	
01-0702-5-706000	PRESCHOOL PICTURES	PETTY CASH GENERAL	REPLENISH PETTY CASH	2.42	
01-0702-5-706000	SUPPL & EXP - TOT PROGRAMS	RICOH USA, INC	ADDT'L COPIES 9/20	7.74	
01-0702-5-706000	SUPPL & EXP - TOT PROGRAMS	RICOH USA, INC	COPIER LEASE 10/20	83.30	
01-0702-5-706000	SUPPL & EXP - TOT PROGRAMS	SAM'S CLUB DIRECT COMM.	MASKS/CAMP SUPPLIES	174.05	
01-0702-5-732000	SUPPLIES & EXP -SPC EVNT FMLY	THE PARTY COMPANY, LLC	DRIVE IN MOVIE PACKAGE-ADLER PK	1,500.00	
01-0702-7-712000	MAINTENANCE BUILDING	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	46.04	
01-0702-7-712000	MAINTENANCE BUILDING	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	725.43	
01-0702-7-712000	MAINTENANCE BUILDING	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	886.63	
01-0702-7-712000	MAINTENANCE BUILDING	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	886.63	
01-0702-7-712000	MAINTENANCE BUILDING	SERVICE SANITATION, INC.	RESTROOM RENTALS 9/18-10/15/20	313.85	
01-0702-7-712000	MAINTENANCE BUILDING	SERVICE SANITATION, INC.	RESTROOM RENTALS 9/18-10/15/20	256.90	
01-0702-7-712000	MAINTENANCE BUILDING	SERVICE SANITATION, INC.	RESTROOM RENTALS 9/18-10/15/20	146.99	
01-0702-7-712000	MAINTENANCE BUILDING	SERVICE SANITATION, INC.	RESTROOM RENTALS 9/18-10/15/20	146.99	
01-0702-7-712000	MAINTENANCE BUILDING	SHERWIN-WILLIAMS	CEILING REPAIR-RIVERSIDE	27.20	
Total For Dept 0702 RECREATION				7,950.79	
Dept 0703 SWIMMING POOL OPERATIONS					
01-0703-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	42.61	
01-0703-4-708000	ELECTRICITY	CONSTELLATION NEW ENERGY	SERVICE 8/20	314.14	
01-0703-4-709000	NORTH SHORE GAS	NORTH SHORE GAS CO	SERVICE 8/20	230.94	
01-0703-7-712000	MAINTENANCE BUILDING	SERVICE SANITATION, INC.	RESTROOM RENTALS 9/18-10/15/20	146.99	
Total For Dept 0703 SWIMMING POOL OPERATIONS				734.68	
Dept 1000 EMERGENCY MANAGEMENT AGENCY					
01-1000-5-799000	MISCELLANEOUS	AMAZON CAPITAL SERVICES,	2-THEROMETERS	66.98	
01-1000-5-799000	MISCELLANEOUS	GUARDIAN SALES & SUPPLY,	DISINFECTANT CLEANER & BOTTLES	308.64	
01-1000-5-799000	COTTON SWAB-CREDIT CARD MACHINE	PETTY CASH GENERAL	REPLENISH PETTY CASH	19.11	
01-1000-5-799000	MISCELLANEOUS	SAM'S CLUB DIRECT COMM.	MASKS/CAMP SUPPLIES	26.94	
01-1000-5-799000	MISCELLANEOUS	WAREHOUSE DIRECT, INC	WIPES	300.28	

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Fund 01 GENERAL FUND					
Dept 1000 EMERGENCY MANAGEMENT AGENCY					
Total For Dept 1000 EMERGENCY MANAGEMENT AGENCY				721.95	
Dept 1200 LEGISLATIVE BDS & COMMITTEES					
01-1200-3-728000	TECHNICAL SERVICE	PADDOCK PUBLICATIONS, IN	NOTICE OF VIRTUAL PUBLIC HEARING	69.00	
01-1200-5-799000	MAILING PACKET TO MAYOR	PETTY CASH GENERAL	REPLENISH PETTY CASH	17.14	
Total For Dept 1200 LEGISLATIVE BDS & COMMITTEES				86.14	
Dept 1300 LEGAL					
01-1300-3-777000	VILLAGE PROSECUTOR	LALUZERNE & SMITH, LTD.	LEGAL SERVICES 8/20	4,247.50	
01-1300-3-779000	LITIGATION	FILIPPINI LAW FIRM	LEGAL COUNSEL 8/20	735.00	
Total For Dept 1300 LEGAL				4,982.50	
Dept 1500 CENTRAL BUSINESS DST PARKING					
01-1500-7-712000	MAINTENANCE BUILDING	ALLIED UNIVERSAL TECHNOL	RESET BLUE LIGHTS IN CHURCH GARAGE	260.00	
01-1500-7-712000	REPAIR CODE BLUE- LAKE STREET G	ALLIED UNIVERSAL TECHNOL	REPAIR CODE BLUE- LAKE STREET GARAGE	1,660.47	
01-1500-7-712000	MAINTENANCE BUILDING	AMERICAN HOIST & MANLIFT	9-ELEV MAINT 8/20	192.28	
01-1500-7-712000	MAINTENANCE BUILDING	AMERICAN HOIST & MANLIFT	9-ELEV MAINT 8/20	192.28	
01-1500-7-712000	MAINTENANCE BUILDING	AMERICAN HOIST & MANLIFT	9-ELEV MAINT 8/20	192.28	
01-1500-7-712000	MAINTENANCE BUILDING	AMERICAN HOIST & MANLIFT	9-ELEV MAINT 8/20	192.28	
01-1500-7-712000	MAINTENANCE BUILDING	INT'L FIRE EQUIPMENT COR	ANNUAL INSPECT OF 2 EMERGENCY LIGHTS	120.83	
01-1500-7-713000	MAINTENANCE PARKING LOTS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	652.43	
Total For Dept 1500 CENTRAL BUSINESS DST PARKING				3,462.85	
Dept 1600 COMMUNITY ORGAN/ACTIVITIES					
01-1600-3-767000	MOSQUITO CONTROL	CLARKE ENVNMENTAL MOSQUI	MOSQUITO CONTROL 9/20	7,873.80	
Total For Dept 1600 COMMUNITY ORGAN/ACTIVITIES				7,873.80	
Dept 1700 PUBLIC BUILDINGS					
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	9.98	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	957.86	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	AMERICAN HOIST & MANLIFT	9-ELEV MAINT 8/20	192.27	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	136.47	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	LECHNER & SONS	FLOOR MATS FOR VH	40.60	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	NORTH SHORE HANDYMAN SOL	PRIME & PAINT HAND RAILS-VH	800.00	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	SHERWIN-WILLIAMS	PAINT	17.99	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	SHERWIN-WILLIAMS	PAINT AND SUPPLIES-VH	259.02	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	SHERWIN-WILLIAMS	SUPPLIES FOR PAINTING PROJECT - VH	6.35	
01-1700-7-712000	MAINTENANCE - VILLAGE HALL	SHERWIN-WILLIAMS	PAINT	59.49	
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	139.06	
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	2,126.65	
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	1,118.86	
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	AMERICAN HOIST & MANLIFT	9-ELEV MAINT 8/20	192.27	
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	558.04	
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	WAREHOUSE DIRECT, INC	JANITORIAL SUPPLIES	279.32	
01-1700-7-713000	MAINTENANCE - SCHERTZ BLDG	WAREHOUSE DIRECT, INC	TOILET PAPER	95.70	
Total For Dept 1700 PUBLIC BUILDINGS				6,989.93	
Total For Fund 01 GENERAL FUND				243,984.76	
Fund 02 CONCORD SPECIAL SERVICE AREA					
Dept 0000 GENERAL					
02-0000-0-780000	RETENTION POND MAINT	COMMONWEALTH EDISON CO	SERVICE 9/20	25.25	
02-0000-0-780000	RETENTION POND MAINT	ILM	POND MANAGEMENT	835.86	

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Fund 02 CONCORD SPECIAL SERVICE AREA					
Dept 0000 GENERAL					
02-0000-0-781000	LANDSCAPING	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	684.92	
02-0000-0-781000	FENCE REPAIRS AT CONCORD/INTERL	PREMIER FENCE INC	REPAIR CONCORD AT INTERLAKEN FENCE	1,200.00	
02-0000-0-799000	MISCELLANEOUS EXPENSE	ILM	FOUNTAIN REPAIR DIAGNOSTIC LABOR	168.75	
Total For Dept 0000 GENERAL				2,914.78	
Total For Fund 02 CONCORD SPECIAL SERVICE AREA				2,914.78	
Fund 05 FOREIGN FIRE INSURANCE TAX					
Dept 0000 GENERAL					
05-0000-0-790000	FIRE FIGHTING/EMER MED EQUIP	AMAZON CAPITAL SERVICES,	3-HEADLAMPS	170.76	
05-0000-0-790000	FIRE FIGHTING/EMER MED EQUIP	FITNESS PLUS EQUIPMENT S	WORKOUT EQUIPMENT-STN3	319.00	
05-0000-0-790000	NRS EXTREME SAR DRYSUIT	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	807.46	
05-0000-0-790000	NRS MEN'S EXPEDITION WEIGHT UNI	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	254.92	
05-0000-0-790000	NRS HYDROSKIN .5 HELMET LINER	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	21.21	
05-0000-0-790000	NRS STORM HOOD	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	280.26	
05-0000-0-790000	NRS WORKBOOT WETSHOES	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	67.96	
05-0000-0-790000	NRS REACTOR RESCUE GLOVES (M)	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	46.71	
05-0000-0-790000	NRS REACTOR RESCUE GLOVES (L)	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	46.71	
05-0000-0-790000	NRS TACTICAL GLOVES (M)	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	46.71	
05-0000-0-790000	NRS TACTICAL GLOVES (L)	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	46.71	
05-0000-0-790000	NRS PRO RESCUE THROW BAG	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	475.84	
05-0000-0-790000	FREIGHT	NORTHWEST RIVER SUPPLIES	DRY SUITS AND GEAR	21.00	
05-0000-0-790000	FIRE FIGHTING/EMER MED EQUIP	RESCUE DIRECT, INC	TECHNICAL RESCUE HARNESS	430.91	
05-0000-0-790000	ADJUSTABLE AUTO WINDOW PUNCH MS	THE RESCUE SOURCE	UNDERWATER GEAR & SUPPLIES	69.00	
05-0000-0-790000	PRINCETON TEC LEAGUE 420 FLASHL	THE RESCUE SOURCE	UNDERWATER GEAR & SUPPLIES	299.94	
05-0000-0-790000	SHIPPING	THE RESCUE SOURCE	UNDERWATER GEAR & SUPPLIES	53.00	
Total For Dept 0000 GENERAL				3,458.10	
Total For Fund 05 FOREIGN FIRE INSURANCE TAX				3,458.10	
Fund 06 TIM/CREEK SPECIAL SERVICE AREA					
Dept 0000 GENERAL					
06-0000-0-780000	RETENTION POND MAINT	COMMONWEALTH EDISON CO	SERVICE 8/20	60.89	
06-0000-0-780000	RETENTION POND MAINT	COMMONWEALTH EDISON CO	SERVICE 8/20	61.13	
06-0000-0-780000	RETENTION POND MAINT	COMMONWEALTH EDISON CO	SERVICE 8/20	59.01	
06-0000-0-780000	RETENTION POND MAINT	ILM	POND MANAGEMENT	617.13	
06-0000-0-781000	LANDSCAPING	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	454.66	
Total For Dept 0000 GENERAL				1,252.82	
Total For Fund 06 TIM/CREEK SPECIAL SERVICE AREA				1,252.82	
Fund 07 MOTOR FUEL TAX FUND					
Dept 0000 GENERAL					
07-0000-0-738000	ASPHALT RESURFACING	CIVILTECH ENGINEERING, I	ROCKLAND BRIDGE-PH 1 ENG	6,440.88	
07-0000-0-738000	ASPHALT RESURFACING	CIVILTECH ENGINEERING, I	ROCKLAND RD - PH3 CONSTR ENG	69,193.33	
Total For Dept 0000 GENERAL				75,634.21	
Total For Fund 07 MOTOR FUEL TAX FUND				75,634.21	
Fund 08 GENERAL BOND & INTEREST					
Dept 0000 GENERAL					
08-0000-0-797000	PAYING AGENT FEES	BANK OF NEW YORK MELLON	ADMIN FEE 10/23/20-10/22/21	428.00	
08-0000-0-797000	PAYING AGENT FEES	BANK OF NEW YORK MELLON	ADMIN FEE 10/28/20-10/27/21	750.00	

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Fund 08 GENERAL BOND & INTEREST					
Dept 0000 GENERAL					
08-0000-0-797000	PAYING AGENT FEES	BANK OF NEW YORK MELLON	ADMIN FEE 10/29/20-10/28/21	750.00	
				<hr/>	
Total For Dept 0000 GENERAL				1,928.00	
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Total For Fund 08 GENERAL BOND & INTEREST				1,928.00	
Fund 12 IMPACT FEE FUND					
Dept 0000 GENERAL					
12-0000-0-784000	SIDEWALKS AND BIKE PATHS	SCHROEDER & SCHROEDER IN	SIDEWALK INSTALL - 947 BARTLETT	5,366.50	
				<hr/>	
Total For Dept 0000 GENERAL				5,366.50	
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Total For Fund 12 IMPACT FEE FUND				5,366.50	
Fund 13 HOTEL/MOTEL TAX FUND					
Dept 0000 GENERAL					
13-0000-0-713000	DOWNTOWN BEAUTIFICATION	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	9.17	
13-0000-0-713000	DOWNTOWN BEAUTIFICATION	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	3,009.25	
13-0000-0-759000	TOURISM PROMOTIONS	HEUSER, DANIEL	BUSINESS OF THE DAY VIDEO EDIT - LAS	100.00	
13-0000-0-762000	CIVIC CENTER	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	15.99	
13-0000-0-762000	CIVIC CENTER	AMERICAN HOIST & MANLIFT	9-ELEV MAINT 8/20	192.27	
13-0000-0-762000	CIVIC CENTER	ARROW PLUMBING, INC	REBUILD MEN'S TOILET-CIV CTR	318.81	
13-0000-0-762000	CIVIC CENTER	NORTH SHORE GAS CO	SERVICE 8/20	86.89	
13-0000-0-781000	ADLER CULTURAL CENTER	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	41.57	
13-0000-0-781000	ADLER CULTURAL CENTER	AEREX PEST CONTROL SERVI	PEST CONTROL 9/20	390.00	
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Total For Dept 0000 GENERAL				4,163.95	
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Total For Fund 13 HOTEL/MOTEL TAX FUND				4,163.95	
Fund 14 COMMUTER PARKING FUND					
Dept 0000 GENERAL					
14-0000-3-730000	RENTAL OF LAND	AMERICAN LEGION POST #32	PARKING LOT LEASE 11/20	550.00	
14-0000-4-708000	ELECTRICITY	CONSTELLATION NEW ENERGY	SERVICE 8/20	24.99	
14-0000-5-750000	REFUNDS	SHAPIRO, SCOTT	COMMUTER PARKING PERMIT REFUND-0509	126.00	
14-0000-7-713000	MAINTENANCE GROUNDS	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	195.00	
14-0000-7-713000	MAINTENANCE GROUNDS	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	1,677.00	
14-0000-7-713000	MAINTENANCE GROUNDS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	1,070.47	
14-0000-7-713000	MAINTENANCE GROUNDS	FLECK'S LANDSCAPING	LANDSCAPE MAINT #6	209.20	
14-0000-7-713000	MAINTENANCE GROUNDS	INT'L FIRE EQUIPMENT COR	ANNUAL MAINT OF FIRE ALARM & SPRINKLE	482.50	
14-0000-7-713000	MAINTENANCE GROUNDS	WAREHOUSE DIRECT, INC	DISPENSERS METRA BATHROOMS	110.00	
14-0000-7-713000	MAINTENANCE GROUNDS	WAREHOUSE DIRECT, INC	DISPENSER/REFILL AIR FRESHNER	57.00	
				<hr/>	
Total For Dept 0000 GENERAL				4,502.16	
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Total For Fund 14 COMMUTER PARKING FUND				4,502.16	
Fund 20 UTILITY FUND					
Dept 0000 GENERAL					
20-0000-0-401001	WATER	ARMENTA, MARTIN & DEBBIE	UB refund for account: 0203066500-14	25.05	
20-0000-0-401001	SEWER	ARMENTA, MARTIN & DEBBIE	UB refund for account: 0203066500-14	23.93	
20-0000-0-401001	WATER	FUTURE AUTOMOTIVE	UB refund for account: 0210287400-04	117.53	
20-0000-0-401001	SEWER	FUTURE AUTOMOTIVE	UB refund for account: 0210287400-04	45.73	
20-0000-0-401001	WATER	MCLINDEN JOHN	UB refund for account: 0104101900-13	84.43	
20-0000-0-401001	SEWER	MCLINDEN JOHN	UB refund for account: 0104101900-13	60.49	
20-0000-0-401001	SEWER	NOISE BARRIERS, LLC	UB refund for account: 0109252634-02	42.90	
20-0000-0-401001	WATER	NOISE BARRIERS, LLC	UB refund for account: 0109252632-02	116.00	

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Fund 20 UTILITY FUND					
Dept 0000 GENERAL					
20-0000-0-401001	SEWER	NOISE BARRIERS, LLC	UB refund for account: 0109252632-02	49.68	
20-0000-0-401001	WATER	SEAN OWENS & SHANNON LEM	UB refund for account: 0204094200-06	6.35	
20-0000-0-413000	LC INTERCEPTOR CONNECTION FEE	LAKE COUNTY DEPT OF PUBL	INTERCEPTOR CONNECTION FEES 9/20	1,410.00	
Total For Dept 0000 GENERAL				1,982.09	
Dept 2020 WATER DEPARTMENT					
20-2020-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS	8,496.00	
20-2020-3-728000	TECHNICAL SERVICES	DATA PROSE LLC	WTR/SWR BILLING 9/20	513.30	
20-2020-3-728000	TECHNICAL SERVICES	MUNICIPAL COLLECTIONS OF	COLLECTION FEES 9/20	20.54	
20-2020-3-728000	TECHNICAL SERVICES	SPRINT / NEXTEL COMMUNIC	SERVICE 8/24-9/23/20	17.00	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	59.59	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	99.06	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 9/20	117.84	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 9/20	29.21	
20-2020-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 9/20	40.37	
20-2020-4-708000	ELECTRICITY	CONSTELLATION NEW ENERGY	SERVICE 8/20	125.94	
20-2020-4-708000	ELECTRICITY	CONSTELLATION NEW ENERGY	SERVICE 8/20	1,441.10	
20-2020-4-709000	NORTH SHORE GAS	NORTH SHORE GAS CO	SERVICE 8/20	35.21	
20-2020-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	206.48	
20-2020-5-706000	MATERIALS AND SUPPLIES	T & T REPRODUCTIONS & SU	1000-WATER METER CARDS	290.00	
20-2020-5-722000	POSTAGE	DATA PROSE LLC	WTR/SWR BILLING 9/20	603.14	
20-2020-5-723000	OFFICE SUPPLIES	OFFICE DEPOT, INC	OFFICE SUPPLIES	81.66	
20-2020-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	TOLL, MICHAEL	REIMBURSE-PLUMBING RENEWAL FEE	153.38	
20-2020-5-736000	CREDIT CARD FEES	INVOICE CLOUD INC	INVOICES PROGRAM FOR UTILITY CUSTOMER	1,285.50	
20-2020-5-798000	PURCHASE OF WATER - CLCJAWA	CENTRAL LK CTY JOINT ACT	WATER USAGE 9/20	160,790.06	
20-2020-5-798000	PURCHASE OF WATER - CLCJAWA	CENTRAL LK CTY JOINT ACT	CENTRUM MAINT 9/20	151.46	
20-2020-7-712000	MAINTENANCE BLDG AND GROUNDS	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	679.16	
20-2020-7-712000	MAINTENANCE BLDG AND GROUNDS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	141.22	
20-2020-7-712000	MAINTENANCE BLDG AND GROUNDS	FLECK'S LANDSCAPING	LANDSCAPE MAINT #6	249.85	
20-2020-7-715000	MAINTENANCE OTHER EQUIPMENT	DOOR SERVICE INC	SERVICE CALL:REPLACE MOTHERBOARD-MAIN	624.00	
20-2020-7-716000	MAINTENANCE WATER LINE	MID AMERICAN WATER OF WA	6" REPAIR PARTS	1,034.82	
20-2020-7-716000	MAINTENANCE WATER LINE	RAY SCHRAMER & CO	FLAT TOP FOR SANITARY MANHOLE	261.30	
20-2020-7-716000	MAINTENANCE WATER LINE	WATER PRODUCTS CO OF AUR	HYDRANT REPAIR PARTS	363.49	
20-2020-7-716000	16 MJ 90 W/ACC	WATER PRODUCTS CO OF AUR	CENTRUM TANK REPAIR PARTS	1,150.00	
20-2020-7-716000	16 KWIK FLANGE W/GASKET	WATER PRODUCTS CO OF AUR	CENTRUM TANK REPAIR PARTS	175.00	
Total For Dept 2020 WATER DEPARTMENT				179,235.68	
Dept 2021 SEWER DEPARTMENT					
20-2021-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS	4,572.00	
20-2021-3-728000	TECHNICAL SERVICES	SPRINT / NEXTEL COMMUNIC	SERVICE 8/24-9/23/20	17.00	
20-2021-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	51.03	
20-2021-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	35.36	
20-2021-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	37.42	
20-2021-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	41.60	
20-2021-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	32.02	
20-2021-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 8/20	80.57	
20-2021-4-708000	ELECTRICITY	COMMONWEALTH EDISON CO	SERVICE 9/20	71.61	
20-2021-4-709000	NATURAL GAS	NORTH SHORE GAS CO	SERVICE 8/20	89.15	
20-2021-4-709000	NATURAL GAS	NORTH SHORE GAS CO	SERVICE 8/20	35.51	
20-2021-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	56.93	
20-2021-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	(40.49)	
20-2021-5-706000	MATERIALS AND SUPPLIES	MIKE FREUND, INC	TOOLS	79.96	
20-2021-5-722000	POSTAGE	DATA PROSE LLC	WTR/SWR BILLING 9/20	603.14	

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Fund 20 UTILITY FUND					
Dept 2021 SEWER DEPARTMENT					
20-2021-7-715000	MAINTENANCE LIFT STATIONS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	30.43	
20-2021-7-715000	MAINTENANCE LIFT STATIONS	FLECK'S LANDSCAPING	LANDSCAPE MAINT #6	279.93	
20-2021-7-715000	MAINTENANCE LIFT STATIONS	GRAINGER INC	COIL KIT	105.37	
Total For Dept 2021 SEWER DEPARTMENT				6,178.54	
Dept 2022 WASTE WATER TREATMENT PLANT					
20-2022-3-705000	CONTRACTUAL SERVICES	STRAND ASSOCIATES, INC	2020 MAINTENANCE PROJECTS-WWTP	5,837.22	
20-2022-3-728000	TECHNICAL SERVICES	CONCENTRIC INTEGRATION,	SUPPORT FOR SCADA	616.25	
20-2022-3-728000	SEMI ANNUAL SLEDGE MNGMT LTR-CE	PETTY CASH GENERAL	REFLENISH PETTY CASH	15.74	
20-2022-5-706000	MATERIALS AND SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	53.87	
20-2022-5-706000	LIBERATOR 711 WEED KILLER LAG	ATCO INTERNATIONAL	TREATMENT PLANT DEODERIZERS/CLEANER	436.50	
20-2022-5-706000	DEW DROP MANGO URINAL PUCK	ATCO INTERNATIONAL	TREATMENT PLANT DEODERIZERS/CLEANER	75.00	
20-2022-5-706000	BLOCK BUSTER DEODERIZER PLANT	ATCO INTERNATIONAL	TREATMENT PLANT DEODERIZERS/CLEANER	507.00	
20-2022-5-706000	DISINFECTANT SPRAY 1 CASE	ATCO INTERNATIONAL	TREATMENT PLANT DEODERIZERS/CLEANER	138.50	
20-2022-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	FUSE/CONCRETE	31.96	
20-2022-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	CONCRETE REPAIR	10.55	
20-2022-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	RETURN-MATERIALS	(118.21)	
20-2022-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	CRACK REPAIR/ LIGHT SWITCH	36.42	
20-2022-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	PENCILS/ERASERS	4.00	
20-2022-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	REFUND-BATTERY RECYCLE DEPOSIT	(10.00)	
20-2022-5-706000	MATERIALS AND SUPPLIES	MENARDS INC	LAGOON BOAT BATTERY	94.99	
20-2022-5-706000	MATERIALS AND SUPPLIES	NORTH AMERICAN SAFETY IN	SAFETY CLOTHING PPE	153.86	
20-2022-5-706000	MATERIALS AND SUPPLIES	USA BLUEBOOK	FLOW CHARTS/LAB	636.57	
20-2022-5-706000	MATERIALS AND SUPPLIES	WILKENS-ANDERSON COMPANY	SLUDGE SAMPLER	142.97	
20-2022-5-707000	HYPO 12.5% BY WEIGHT	ROWELL CHEMICAL CORPORAT	SODIUM HYPOCHLORITE 12.5% BY WEIGHT,	2,283.60	
20-2022-5-707000	ALCOPAC 1842	USALCO, LLC	PHOSPHORUS REMOVAL CHEMICAL ALCOPAC 1	7,650.00	
20-2022-5-707000	CHEMICALS	USALCO, LLC	PHOSPHORUS REMOVAL CHEMICAL ALCOPAC 1	40.80	
20-2022-5-726000	TRAVEL, TRAIN, SUBSCRIP & DUES	IL ASSOCIATION -WASTEWAT	2020/21 AGENCY MEMBER DUES	1,417.00	
20-2022-7-712000	MAINT - BUILDING & GROUNDS	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	450.00	
20-2022-7-712000	MAINT - BUILDING & GROUNDS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	936.74	
20-2022-7-715000	MAINTENANCE OTHER EQUIPMENT	GRAINGER INC	FLOAT BALL	121.26	
20-2022-7-715000	MAINTENANCE OTHER EQUIPMENT	LEE FOSS ELECTRIC	REPAIR PUMP	2,250.00	
20-2022-7-715000	MAINTENANCE OTHER EQUIPMENT	MID-TOWN ACQUISITION LLC	GEAR OIL SCREW PUMPS	972.30	
Total For Dept 2022 WASTE WATER TREATMENT PLANT				24,784.89	
Dept 2023 UTILITY-DEBT SERVICE					
20-2023-9-797000	PAYING AGENT FEES	BANK OF NEW YORK MELLON	ADMIN FEE 10/28/20-10/27/21	750.00	
20-2023-9-797000	PAYING AGENT FEES	BANK OF NEW YORK MELLON	ADMIN FEE 10/23/20-10/22/21	428.00	
Total For Dept 2023 UTILITY-DEBT SERVICE				1,178.00	
Dept 2024 UTILITY-CAPITAL IMPROVEMENT					
20-2024-5-788000	MXU	CORE & MAIN LP	MXU'S	7,290.00	
20-2024-5-793000	MED HYD KIT W/SS MEGA	WATER PRODUCTS CO OF AUR	MED HYDRANT KIT	10,485.00	
20-2024-6-750000	WWTP IMPR	RHMG ENGINEERS, INC	CHEM P/REMOVE BDING & CONSTRUCTION	4,413.40	
20-2024-6-750000	WWTP IMPR	WARREN ELECTRIC, INC	FIGHT FIXTURE IN GRIT ROOM	507.00	
20-2024-6-777000	LIFT STATION IMPROVEMENTS	RHMG ENGINEERS, INC	ROUTE 45 GENERATOR	2,870.96	
20-2024-6-795000	WATER SYSTEM IMPROVEMENTS	BOLDER CONTRACTORS	2020 WM REPLACE - CONSTRUCTION	518,102.83	
20-2024-6-795000	WATER SYSTEM IMPROVEMENTS	GEWALT HAMILTON ASSOCIAT	2020 WM REPLACE - CONSTR ENG	7,878.50	
Total For Dept 2024 UTILITY-CAPITAL IMPROVEMENT				551,547.69	
Total For Fund 20 UTILITY FUND				764,906.89	

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Fund 21 STORMWATER SEWER FUND					
Dept 2121 STORMWATER SEWER					
21-2121-3-728000	TECHNICAL SERVICES	NEWGEN STRATEGIES & SOLU	STORMWATER UTILITY FEASIBILITY STUDY:	3,600.00	
21-2121-6-790000	CAPITAL OUTLAY	CIVILTECH ENGINEERING, I	ROCKLAND AREA- ENG	13,168.29	
21-2121-6-790000	CAPITAL OUTLAY	EARTHWERKS	CHARLES BROWN RESERVOIR - CONSTRUCTIO	42,581.37	
21-2121-7-718000	MAINTENANCE STORM SEWERS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	1,829.15	
21-2121-7-718000	MAINTENANCE STORM SEWERS	FLECK'S LANDSCAPING	LANDSCAPE MAINT #6	69.51	
21-2121-7-718000	MAINTENANCE STORM SEWERS	RAY SCHRAMER & CO	2- 8X8 FLEX SEAL COUPLING	34.90	
Total For Dept 2121 STORMWATER SEWER				61,283.22	
Total For Fund 21 STORMWATER SEWER FUND				61,283.22	
Fund 30 VEHICLE MAINT/REPL SERVICE FD					
Dept 0000 GENERAL					
30-0000-2-720000	INSURANCE	MOE FRINGE BENEFITS	PW UNION MED/DENTAL INS	6,972.00	
30-0000-3-728000	CONTRACTUAL REPAIR SERVICES	DUXLER TIRE STORE	ALIGNMENT	80.00	
30-0000-3-787000	FIRE CONTRACTUAL REPAIRS	POMP'S TIRE SERVICE INC	FLAT TIRE REPAIR #463	38.00	
30-0000-3-788000	POLICE CONTRACTUAL REPAIRS	DUXLER TIRE STORE	ALIGNMENT	80.00	
30-0000-5-706000	SHOP SUPPLIES	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	38.93	
30-0000-5-706000	SHOP SUPPLIES	GRAINGER INC	WINDOW UNDERLAYMENT	95.94	
30-0000-5-706000	SHOP SUPPLIES	TIFCO INDUSTRIES INC	SHRINK TUBING	148.81	
30-0000-5-707000	TOOLS	MIKE FREUND, INC	TOOLS	47.28	
30-0000-5-707000	TOOLS	MIKE FREUND, INC	TOOLS	182.72	
30-0000-5-707000	TOOLS	MIKE FREUND, INC	DRILL BITS	85.03	
30-0000-5-711000	GASOLINE & OIL	AMERICAN GASES CORP	CYLINDERS	48.75	
30-0000-5-711000	GASOLINE & OIL	CERTIFIED LABORATORIES	PERMALUBE	443.35	
30-0000-5-714000	VEHICLE PARTS	ACE HARDWARE OF LIBERTYV	MISC HARDWARE & SUPPLIES	26.99	
30-0000-5-714000	VEHICLE PARTS	BATTERIES PLUS LLC	3.6V STICK BATTERY	17.95	
30-0000-5-714000	VEHICLE PARTS	HAVEY COMMUNICATIONS INC	UNDER VEHICLE LIGHTING-FIRE ENG	268.90	
30-0000-5-714000	VEHICLE PARTS	HAVEY COMMUNICATIONS INC	CONVERSION OLD SQUAD#3 TO ADMIN	577.80	
30-0000-5-714000	VEHICLE PARTS	HAVEY COMMUNICATIONS INC	WARNING LIGHTS #16	328.00	
30-0000-5-714000	VEHICLE PARTS	HAVEY COMMUNICATIONS INC	CONVERSION OF OLD SQUAD #5 TO ADMIN	554.00	
30-0000-5-714000	VEHICLE PARTS	HAVEY COMMUNICATIONS INC	INSTALL NEW EQUIP-NEW SQUAD #5	11,279.75	
30-0000-5-714000	VEHICLE PARTS	HAVEY COMMUNICATIONS INC	INSTALL NEW EQUIP-NEW SQUAD #3	11,457.50	
30-0000-5-714000	VEHICLE PARTS	INTERSTATE BILLING SERVI	OVERPMT	(4.00)	
30-0000-5-714000	VEHICLE PARTS	LEACH ENTERPRISES INC	DESICCANT CORE & CARTRIDGE	429.57	
30-0000-5-714000	VEHICLE PARTS	LIBERTY AUTO CITY	CLOCK SPRING #501	191.80	
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL	VEHICLE MAINT REPAIR PARTS-A461	228.39	
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL	SELECTOR SHAFT ASY-#008	117.06	
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL	2-BOLTS #9	8.62	
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL	8-BOLTS	34.48	
30-0000-5-714000	VEHICLE PARTS	LIBERTYVILLE LINCOLN SAL	WINDOW SHADES	263.25	
30-0000-5-714000	VEHICLE PARTS	STANDARD EQUIPMENT CO	DEBRIS HOSE 8X6	617.33	
30-0000-5-714000	VEHICLE PARTS	STANDARD EQUIPMENT CO	RETURN-8X6 HOSE	(597.81)	
30-0000-5-714000	VEHICLE PARTS	STANDARD EQUIPMENT CO	DEBRIS HOSE	665.09	
30-0000-5-714000	VEHICLE PARTS	SUBURBAN ACCENTS, INC	GRAPHIC & LETTERING-#3	695.00	
30-0000-5-714000	VEHICLE PARTS	SUBURBAN ACCENTS, INC	GRAPHIC & LETTERING-#6	695.00	
30-0000-5-714000	VEHICLE PARTS	SUBURBAN ACCENTS, INC	GRAPHIC & LETTERING-#5	695.00	
30-0000-5-714000	VEHICLE PARTS	TERMINAL SUPPLY CO	ELECTRICAL CONNECTOR	113.93	
30-0000-6-782000	VEHICLE REPLACEMENT COSTS	CURRIE MOTORS FRANKFORT	3 FORD POLICE INTERCEPTOR VEHICLES	102,522.00	
30-0000-7-715000	MAINTENANCE OTHER EQUIPMENT	MANKOFF INDUSTRIES, INC	INSPECTION OF FUEL TANK	195.00	
Total For Dept 0000 GENERAL				139,641.41	
Total For Fund 30 VEHICLE MAINT/REPL SERVICE FD				139,641.41	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 31 TECHNOLOGY EQUIP/REPL SER FD					
Dept 0000 GENERAL					
31-0000-3-728000	CONSULTING SERVICES	PRESCIENT SOLUTIONS	IT SUPPORT SERVICES #6 11/20	21,568.75	
31-0000-4-711000	WIRELESS SERVICE	VERIZON	SERVICE 8/20-9/19/20/2IPADS	3,261.41	
31-0000-4-719000	INTERNET ACCESS	COMCAST	SERVICE 9/15/20-10/14/20	4,593.51	
31-0000-5-706000	COMPUTER SUPPLIES	CDW GOVERNMENT, INC	PRINTER CARTRIDGES	534.38	
31-0000-5-706000	COMPUTER SUPPLIES	CDW GOVERNMENT, INC	IPAD CASE	75.50	
31-0000-5-706000	COMPUTER SUPPLIES	CDW GOVERNMENT, INC	USB BLUE TOOTH	17.90	
31-0000-5-706000	COMPUTER SUPPLIES	CDW GOVERNMENT, INC	IPAD CASE	75.50	
31-0000-5-706000	COMPUTER SUPPLIES	VERIZON	SERVICE 8/20-9/19/20/2IPADS	719.98	
31-0000-5-729000	SOFTWARE,LICENSING, UPDATES	BENTLEY SYSTEMS, INCORPO	MICROSTATION SELECT SOFTWARE	862.00	
31-0000-5-729000	SOFTWARE,LICENSING, UPDATES	TELCOM INNOVATIONS GROUP	ANNUAL MAINT FOR PHONE SYSTEM	11,393.65	
Total For Dept 0000 GENERAL				43,102.58	
Total For Fund 31 TECHNOLOGY EQUIP/REPL SER FD				43,102.58	
Fund 40 PROJECT FUND					
Dept 0000 GENERAL					
40-0000-0-768000	STREETSCAPE IMPROVEMENTS	RHMG ENGINEERS, INC	ENG SERV/ST MARY'S RD QUIET ZONE	2,553.67	
40-0000-0-773000	ANNUAL ROAD IMPROVEMENT PRGM	BROTHERS ASPHALT PAVING	2020 JOINT PAVEMENT PATCHING	61,740.00	
40-0000-0-784000	SIDEWALK LEVELING BY MUDJACKING	POWER CONCRETE LIFTING	SIDEWALK LEVELING BY MUDJACKING	7,324.80	
Total For Dept 0000 GENERAL				71,618.47	
Total For Fund 40 PROJECT FUND				71,618.47	
Fund 45 PARK IMPROVEMENT FUND					
Dept 0000 GENERAL					
45-0000-0-782000	PARK IMPROVEMENT COSTS	DAVEY RESOURCE GROUP INC	2020 LAKE/POND SHORELINE PLANT MAINT	3,962.50	
45-0000-0-782000	PARK IMPROVEMENT COSTS	ILM	POND MANAGEMENT	1,823.42	
Total For Dept 0000 GENERAL				5,785.92	
Total For Fund 45 PARK IMPROVEMENT FUND				5,785.92	
Fund 46 PUBLIC BUILDING IMPROVEMENT FD					
Dept 0000 GENERAL					
46-0000-0-794000	FIRE STATIONS	SCHROEDER & SCHROEDER IN	STATION 2 DRIVEWAY	9,096.00	
46-0000-0-795000	RTU 6 REPLACEMENT	CAHILL HEATING & A/C	RTU 6 REPLACEMENT	16,295.00	
46-0000-0-796000	PARK & RECREATION BUILDINGS	BROTHERS ASPHALT PAVING	2020 JOINT PAVEMENT PATCHING	47,080.00	
Total For Dept 0000 GENERAL				72,471.00	
Total For Fund 46 PUBLIC BUILDING IMPROVEMENT FD				72,471.00	
Fund 60 LIBERTYVILLE SPORTS COMP FUND					
Dept 0000 GENERAL					
60-0000-0-454000	PROPERTY SALE EXPENSE ESCROW	CIVILTECH ENGINEERING, I	LSC-LANDSCAPE PLAN	74.20	
Total For Dept 0000 GENERAL				74.20	
Dept 6001 LSC-INDOOR SPORTS CENTER					
60-6001-4-708000	ELECTRICITY	CONSTELLATION NEW ENERGY	SERVICE 8/20	3,016.61	
60-6001-4-709000	NORTH SHORE GAS	NORTH SHORE GAS CO	SERVICE 8/20	230.93	
60-6001-4-709000	NORTH SHORE GAS	NORTH SHORE GAS CO	SERVICE 8/20 & 9/20	570.58	
60-6001-4-719000	INTERNET ACCESS	COMCAST	SERVICE 9/15/20-10/14/20	472.50	
60-6001-5-706000	MATERIALS AND SUPPLIES SPORTS	SERVICE SANITATION, INC.	RESTROOM RENTALS 9/18-10/15/20	118.45	
60-6001-7-712000	MAINTENANCE BUILDING	ADVANCED CLEANING SYSTEM	JANITORIAL SERVICES 9/20	1,400.00	
60-6001-7-712000	MAINTENANCE BUILDING	AMERICAN HOIST & MANLIFT	9-ELEV MAINT 8/20	192.27	
60-6001-7-714000	MAINTENANCE GROUNDS	BUHRMAN DESIGN GROUP INC	LANDSCAPE MAINT 10/20	1,793.62	

10/08/2020 09:31 AM
User: sdurning
DB: Libertyville

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF LIBERTYVILLE
EXP CHECK RUN DATES 10/13/2020 - 10/13/2020
JOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 60 LIBERTYVILLE SPORTS COMP FUND					
Dept 6001 LSC-INDOOR SPORTS CENTER					
			Total For Dept 6001 LSC-INDOOR SPORTS CENTER	<u>7,794.96</u>	
Dept 6004 LSC-GENERAL					
60-6004-9-797000	PAYING AGENT FEES	BANK OF NEW YORK MELLON	ADMIN FEE 10/26/20-12/15/20	<u>802.50</u>	
			Total For Dept 6004 LSC-GENERAL	<u>802.50</u>	
			Total For Fund 60 LIBERTYVILLE SPORTS COMP FUND	<u><u>8,671.66</u></u>	

10/08/2020 09:31 AM
User: sdurning
DB: Libertyville

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF LIBERTYVILLE
EXP CHECK RUN DATES 10/13/2020 - 10/13/2020

JOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 01	GENERAL FUND	243,984.76
Fund 02	CONCORD SPECIA	2,914.78
Fund 05	FOREIGN FIRE I	3,458.10
Fund 06	TIM/CREEK SPEC	1,252.82
Fund 07	MOTOR FUEL TAX	75,634.21
Fund 08	GENERAL BOND &	1,928.00
Fund 12	IMPACT FEE FUN	5,366.50
Fund 13	HOTEL/MOTEL TA	4,163.95
Fund 14	COMMUTER PARKI	4,502.16
Fund 20	UTILITY FUND	764,906.89
Fund 21	STORMWATER SEW	61,283.22
Fund 30	VEHICLE MAINT/	139,641.41
Fund 31	TECHNOLOGY EQU	43,102.58
Fund 40	PROJECT FUND	71,618.47
Fund 45	PARK IMPROVEME	5,785.92
Fund 46	PUBLIC BUILDIN	72,471.00
Fund 60	LIBERTYVILLE S	8,671.66

Total For All Funds:	<u>1,510,686.43</u>
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VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: Consideration of an Ordinance Declaring Surplus Property

Staff Recommendation: Approve Ordinance

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

Background: The attached Ordinance, which includes Exhibit A, lists three vehicles for declaration as surplus and their intended disposition:

- 2014 Ford Utility: This vehicle has been replaced. Staff recommends the vehicle be sold on GovDeals, an online government auction site.
- 2010 Ford Crown Victoria: This vehicle has been replaced. Staff recommends the vehicle be sold on GovDeals, an online government auction site.
- 2011 Ford Crown Victoria: This vehicle has been replaced. Staff recommends the vehicle be sold on GovDeals, an online government auction site.

Staff recommends approving the attached Ordinance to declare the above-mentioned Village property as surplus.

VILLAGE OF LIBERTYVILLE
ORDINANCE 20-O-_____
AN ORDINANCE DECLARING SURPLUS PROPERTY OWNED
BY THE VILLAGE OF LIBERTYVILLE

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

WHEREAS, it has been determined by the President and Board of Trustees of the Village of Libertyville to dispose of said Personal Property listed on Exhibit A in such a manner determined by the Village Administrator, with or without advertising the sale.

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

Section One: Recitals. The foregoing recitals are hereby incorporated and fully set forth as findings of the President and Board of Trustees of the Village of Libertyville.

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

Section Three: Authorization of Sale. Pursuant to said statute, the Village Administrator is hereby authorized and directed to sell, donate, or dispose of the Personal Property listed on

Exhibit A now owned by the Village of Libertyville is such a manner determined by the Village Administrator, with or without advertisement.

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

Section Five: Agreement for Sale. The Village Administrator is hereby authorized to and may direct Village Staff to sell, donate or dispose of Personal Property listed in Exhibit A.

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

Passed this _____ day of October, 2020.

AYES:

NAYS:

ABSENT:

Approved this _____ day of October, 2020.

Terry L. Weppler, Village President

ATTEST:

Sally A. Kowal, Village Clerk

Exhibit A

	<u>Item Description</u>	<u>Quantity</u>	<u>Department</u>	<u>Disposition</u>
1.	2014 Ford Utility VIN: 1FM58AR5EGA75816	1	Public Works	Auction
2.	2010 Ford Crown Victoria VIN: 2FABP7BV5AX143668	1	Public Works	Auction
3.	2011 Ford Crown Victoria VIN: 2FABP7BV7BX168847	1	Public Works	Auction



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: Consideration of a Resolution Appointing Members to Village Commissions

Staff Recommendation: Approve Resolution

Staff Contact: Kelly A. Amidei, Village Administrator

Background: President Wepler recommends appointing Lisa Roti and Jim Connell to the Parks and Recreation Advisory Commission. President Wepler also recommends appointing Sarah Burger to the Appearance Review Commission which will fill a vacancy created by the resignation of Brad Meyer. Appointments may be found on Exhibit A attached.

RESOLUTION NO. 20-R-

A RESOLUTION APPOINTING MEMBER TO
THE PARKS AND RECREATION ADVISORY COMMISSION

WHEREAS, the Libertyville Municipal Code establishes the Village commissions and terms and appointments of members; and

WHEREAS, annually the Village President appoints members to various commissions and reappoints members whose terms have expired.

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

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

SECTION TWO: Appointment of New Members to the Parks and Recreation Advisory Commission and the Appearance Review Commission. There are two appointments to the Parks and Recreation Advisory Commission. (See Exhibit A).

SECTION THREE: Effective Date. This resolution shall be in full force and effect from and after its passage and approval by a majority of the Corporate Authorities then holding office.

PASSED this 13th day of October, 2020.

AYES:

NAYES:

ABSENT:

APPROVED this 14th day of October, 2020.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk

EXHIBIT A

Parks and Recreation Advisory Commission:

Lisa Roti
Jim Connell

Commission Expires:

May 2022
May 2022

Appearance Review Commission

Sarah Burger

May 2024



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: Consideration of a Resolution to Approve a Special Event – Pumpkin Fest

Staff Recommendation: Approve Resolution

Staff Contact: Kelly A. Amidei, Village Administrator

Background: Attached is a Special Event Application from Jennifer Hulls, Libertyville Junior Woman’s Club member requesting the use of Cook Park on Saturday, October 17, 2020 from 10:00 a.m. to 12:00 p.m. for the annual Pumpkin Fest. The request also includes permission to display a banner in the park along with four Village entryway signs promoting the event.

Staff recommends Village Board approval of the Resolution approving the use of Cook Park by the Libertyville Junior Woman’s Club on Saturday, October 17, 2020.

RESOLUTION NO. 20-R-

A RESOLUTION TO APPROVE A SPECIAL EVENT – PUMPKIN FEST

WHEREAS, Lisa Roti, Libertyville Junior Woman’s Club member has requested approval to use Cook Park on Saturday, October 17, 2020 from 10:00 a.m. to 12:00p.m.; and

WHEREAS, The applicant will comply with the conditions requested following Village Board of Trustees approval.

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

SECTION 1: Recitals. The Village of Libertyville approves the request by the Libertyville Junior Woman’s Club to use Cook Park on October 17, 2020.

SECTION 2: The Libertyville Junior Woman’s Club will comply with the conditions identified in the approval of the events.

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

PASSED this 13th day of October, 2020.

AYES:

NAYS:

ABSENT:

APPROVED this 14th day of October, 2020.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: Consideration of a Resolution to Approve Additional Expenses for Day Porter Sanitizing Services with Duraclean Cleaning and Restoration

Staff Recommendation: Approve Resolution

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

Background: In April 2020, Village staff retained Duraclean Cleaning and Restoration for Day Porter Sanitizing Services in various Village buildings due to the Covid-19 pandemic.

In mid-May 2020, staff returned to the office on a full time schedule. With buildings fully staffed, the Village required an increase in sanitizing high touch point areas during the work week. Currently, the Village does not have the dedicated staff to wipe down high touch point areas such as handles, railings, elevator buttons, phones, light switches, counter-tops and bathrooms. In addition, select Village buildings reopened to the public on August 1, 2020. Duraclean's daily cleaning of high-touch point areas has been beneficial to assure the safety and health of the public and Village staff during the pandemic.

Duraclean will be paid \$24,936.53 from April 2020 to October 12, 2020 from the COVID-19 Fund (Account #01-1000-5-799). Village Staff has been pleased with Duraclean's performance and recommends continuing Duraclean's Day Porter Sanitizing Services through December 31, 2020 in the not-to-exceed amount of \$9,600.00. Since the Village Administrator's spending authorization limit of \$25,000 has been reached, a Resolution will be required for the additional \$9,600.00 in expenditures.

Staff recommends adoption of the attached resolution to approval the additional expenditures in the not-to-exceed amount of \$9,600.00 with Duraclean Cleaning and Restoration for Day Porter Sanitizing Services and authorize the Village Administrator to execute the Service Agreement.

RESOLUTION 20-R- _____

A RESOLUTION TO APPROVE ADDITIONAL EXPENSES FOR DAY PORTER
SANITIZING SERVICES WITH
DURACLEAN CLEANING AND RESTORATION

WHEREAS, in April 2020, Village staff retained Duraclean Cleaning and Restoration for Day Porter Sanitizing Services in various Village buildings due to the Covid-19 pandemic; and

WHEREAS, in mid-May 2020, staff returned to the office full time. With buildings fully staffed, the Village required an increase in sanitizing high touch point areas during the work week. The Village does not have the dedicated staff to wipe down high touch point areas such as handles, railings, elevator buttons, phones, light switches, counter-tops and bathrooms. In addition, select Village buildings reopened to the public on August 1, 2020. Duraclean's daily cleaning of high-touch point areas has been beneficial to assure the safety and health of the public and Village staff; and

WHEREAS, Village Staff has been pleased with Duraclean's performance and recommends continuing Duraclean's Day Porter Sanitizing Services through December 31, 2020; and

WHEREAS, Duraclean will be paid \$24,936.53 from April 2020 to October 12, 2020 from the COVID-19 Fund (Account #01-1000-5-799); and

WHEREAS, Staff recommends approval of the additional expenses in the not-to-exceed amount of \$9,600.00 for the Day Porter Sanitizing Services by Duraclean Cleaning and Restoration from October 12, 2020 to December 31, 2020.

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 and fully set forth as findings of the Village of Libertyville President and Board of Trustees.

SECTION 2. The Village of Libertyville Board of Trustees approves the additional expenses in the not-to-exceed amount of \$9,600.00 for Day Porter Sanitizing Services with Duraclean Cleaning and Restoration from October 12, 2020 to December 31, 2020.

SECTION 3. The Village of Libertyville Board of Trustees authorizes the Village Administrator to execute the Service Agreement with Duraclean Cleaning and Restoration for the Day Porter Sanitizing Services from October 12, 2020 to December 31, 2020.

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

PASSED this: _____ day of _____, 2020

AYES:

NAYS:

ABSENT:

APPROVED this: _____ day of _____, 2020

Terry L. Wepler
Village President

ATTEST:

Sally A. Kowal
Village Clerk



2020 Service Agreement

The following points for your review are included in this cleaning and sanitizing proposal between Duraclean Cleaning and Restoration and The Village of Libertyville. They are as follows:

1. Duraclean Cleaning and Restoration agrees to provide all labor, supervision, materials and equipment necessary to complete the services. 1 tech @ 8 hours/day M-F (7:30a -4:00p)
2. Duraclean Cleaning and Restoration will provide and maintain all insurance as required by state statute.
3. Any additional requested work, not in this maintenance proposal will be performed at a mutually agreed upon price.
4. The term of this agreement shall be 10.12.2020 – 12.31.2020 months in length upon approval. Either party shall have the option, to terminate this contract with or without cause.
6. In the event that Duraclean Cleaning and Restoration continues to provide services to The Village of Libertyville beyond the initial term of this agreement, it is agreed that this agreement will continue in effect until notice is given by either party.
7. Services will be invoiced monthly with 30-day payment terms.
8. Maintenance services will be \$9600.00

October 12 – November 12 = \$3495
 November 13 – December 12 = \$3495
 December 13 – December 31 = \$2635

9. Any modification to this agreement needs to be mutually agreed upon by both parties and in writing.

THIS AGREEMENT entered into between Duraclean Cleaning and Restoration whose address is 220 W Campus, Suite 104 Arlington Heights, Illinois 60004 and The Village of Libertyville will commence on September 14th following a signed agreement.

Owner/Authorized Agent	
Company	
Name (print):	
Title:	
Signature:	
Date:	
For Duraclean	
Name:	David D Marienau
Title:	Director of Operations
Signature:	<i>David D Marienau</i>
Date:	10.2.2020



2020 Service Agreement

Based on what is currently known about the novel coronavirus and similar coronaviruses that cause SARS and MERS, spread from person-to-person with these viruses happens most frequently among close contacts (within about 6 feet). Due to the recent designation from the World Health Organization, the COVID-19 virus, is now a global pandemic. These services are being provided to help you to ensure the well-being of your employees and local community members.

Buildings & Entrances

- Preventive disinfecting of all hand contact points throughout the designated buildings (to include door handles, windows/glass, hand rails, sinks, toilets, drinking fountains, open areas on desks, phones, counter tops, faucets, etc.)

Designated buildings:

All village buildings per facilities manager



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: Consideration of a Resolution to Approve a License Agreement for 601 Carter Street

Staff Recommendation: Approve Resolution

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

Background: Staff has received a request from the property owners at 601 Carter Street for the Village Board's consideration of a License Agreement to allow for the installation and maintenance of perimeter landscaping on a portion of the Village owned right-of-way adjacent to their property. The property owners have been voluntarily maintaining the right-of-way, which has consisted of mowing and general landscape clean-up activities. The Village does not want to vacate this right-of-way because there is a 21-inch storm sewer present, a 12-inch water main in very close proximity and this location may be needed for a material storage and equipment staging for a possible future neighborhood flood reduction project.

The proposed standard License Agreement will be for a two-year period and can be terminated at any time if the Village determines a need to use the property, or if the property owners fail to comply with the terms and conditions of the Agreement. The License Agreement will automatically renew for additional two-year terms unless cancelled by the Village.

Staff recommends adopting of the attached resolution to approve the License Agreement for 601 Carter Street.

RESOLUTION NO. 20-R-

A RESOLUTION TO APPROVE A LICENSE AGREEMENT AT 601 CARTER STREET
FOR PERMIMETER LANDSCAPING

WHEREAS, the Village of Libertyville (hereinafter, the “Village”) and the property owners at 601 Carter Street (hereinafter, the “Property Owners”) desire to execute a License Agreement, which is attached as Attachment A and hereby incorporated by this reference, to allow the Property Owners to plant and maintain perimeter landscaping on a portion of the Austin Avenue right-of-way adjacent to the property; and

WHEREAS, the Village may terminate the License Agreement if the Property Owners fail to comply with the terms and conditions of the License Agreement; and

WHEREAS, the License Agreement will automatically renew for successive two-year terms unless the Village provides 60-days written notice to cancel.

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

SECTION 1: The foregoing recitals are hereby incorporated and fully set forth as findings of the Village of Libertyville President and Board of Trustees.

SECTION 2: The Village of Libertyville Board of Trustees approves the License Agreement with the Property Owners of 601 Carter Street.

SECTION 3: The Village of Libertyville Board of Trustees authorizes the Village President to execute the License Agreement with the Property Owners of 601 Carter Street for the planting and maintenance of the perimeter landscaping.

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

PASSED this ____ day of _____, 2020.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2020.

Terry L. Wepler, Village President

ATTEST:

Sally A. Kowal, Village Clerk

ATTACHMENT A

(LICENSE AGREEMENT)

LICENSE AGREEMENT
601 CARTER STREET

THIS AGREEMENT, dated as of 9/30, 2020, by and between the Village of Libertyville, an Illinois municipal corporation, 118 West Cook Avenue, Libertyville, Illinois (the "Village"), and SUSTIN CARLINO, 601 Carter Street, Libertyville, IL 60048 (the "Licensee"), ANNE CARLINO

WITNESSETH: jurisdiction

WHEREAS, Austin Avenue is a public right-of-way under the jurisdiction and control of the Village; and

WHEREAS, the Licensee is the owner of certain property located at 601 Carter Street, Libertyville, and legally described in Exhibit A, attached hereto (hereinafter, the "Subject Property"); and

WHEREAS, the portion of Austin Avenue adjacent to the Subject Property was dedicated to the Village as a right-of-way for public street purposes but is not improved as a public street; and

WHEREAS, the Licensee **desires to construct and maintain perimeter landscaping** upon a certain portion of the Austin Avenue right-of-way, as legally described in in Exhibit B, attached hereto (the "Licensed Property"); and

WHEREAS, in consideration of the Licensee's agreement to maintain the Licensed Property, and subject to the reservations, conditions, and provisions contained herein, the Village has no objection to the Licensee's use of the Licensed Property for such purposes.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Village and the Licensee hereby agree as follows:

1. Recitals. The foregoing recitals are by this reference incorporated herein and made a part hereof as substantive provisions of this Agreement.

2. License. The Village hereby grants to the Licensee and its invitees a non-assignable, non-transferable and non-exclusive license to use the Licensed Property pursuant to, and in strict accordance with, the terms of this Agreement.

3. Term and Termination. This Agreement shall be for a term commencing _____, 2020 and terminating _____, 2022 and shall automatically renew for successive two year terms unless the Village in its sole discretion, upon 60 days' written notice prior to the expiration of the initial term or any renewal term, provides notice of cancellation to the Licensee. Notwithstanding the foregoing, this Agreement shall automatically terminate and expire on the date on which the Village adopts an

ordinance vacating the Licensed Property as a right-of-way, or in the event that the Licensee has failed to comply with any of the terms or conditions of this Agreement. The Village shall not be liable to the Licensee for any loss or damage suffered by the Licensee by reason of any such termination and the provisions of Sections 7, 8 and 9 of this Agreement shall survive any such termination. This Agreement may be extended upon the mutual agreement of the Village and the Licensee.

4. Improvements. No alterations, improvements or additions shall be made by the Licensee to the Licensed Property without the prior written consent of the Village; provided, however, that the Licensee shall be, and hereby is, authorized, at its sole cost and expense, to install and maintain landscaping within the Licensed Property, subject to compliance with all applicable Village codes, ordinances, resolutions, rules, and regulations. At the end of the license term, whether by the natural expiration of its term or otherwise, any such alterations, improvements, or additions made by the Licensee shall, if not removed prior to the end of the license term, become and remain the property of the Village; provided, however, that if the Agreement is terminated as a result of the adoption of an ordinance vacating the Licensed Property as a right-of-way for public street purposes, any such alterations, improvements, or additions made by the Licensee to the Licensed Property shall remain the property of the Licensee.

5. Maintenance. The Licensee shall at all times maintain the Licensed Property in good repair and in a safe, clean and sightly condition at the Licensee's sole cost and expense.

6. Reservation of Rights. The license herein granted to the Licensee is subordinate and subject to the existing rights of the Village and third persons under existing easements or other agreements affecting the Licensed Property. The Village expressly reserves the right to use the Licensed Property and to grant to others in the future the right to use the Licensed Property. Neither the Village nor any such other party shall be obligated to protect or restore any alterations, improvements or additions made by the Licensee within the Licensed Property should it be necessary or desirable for the Village or any such other party to disturb or remove such alterations, improvements or additions in making use of the Licensed Property.

7. No Easement or Prescriptive Rights. The Licensee does hereby acknowledge and agree, that its use of the Licensed Property is pursuant to this revocable license and shall not be deemed to give rise to any form of easement. The Licensee does hereby further acknowledge, and agree, that no prescriptive rights have arisen prior to the date of this Agreement nor shall any prescriptive rights be deemed to arise out of this Agreement.

8. Release; Hold Harmless. The Licensee agrees to, and does hereby, release, indemnify and save harmless the Village and its elected and appointed officers, officials, agents, representatives, attorneys and employees from, and waives all of its rights against the Village and its elected and appointed officers, officials, agents, representatives, attorneys and employees for, all claims, litigation and liability, including administrative costs and attorneys' fees incidental thereto, on account of injury to or death of any person or persons whomsoever, on account of damage to any property, or on account of any other claim, injury or loss, no matter how sustained, allegedly caused by, connected with, or in any way attributable to, the rights herein granted or granted to others in the Licensed Property, the use or misuse of the Licensed Property, the Licensee's failure to comply with any of the terms and conditions hereof, or the termination of this

Agreement, whether by the natural expiration of its term or otherwise.

9. Enforcement. The parties herein may, in law or in equity, by suit, action, mandamus or any other proceeding, including without limitation specific performance, enforce or compel the performance of this Agreement, provided, however, that the Licensee agrees that it will not seek, and does not have the right to seek, to recover a judgment for monetary damages against the Village or any Village elected or appointed officers, officials, agents, representatives, attorneys or employees on account of the negotiation, execution or breach of any of the terms or conditions of this Agreement. In the event of a judicial proceeding brought by either party to this Agreement against the other party for enforcement or for breach of any provision of this Agreement, the prevailing party in such judicial proceeding shall be entitled to reimbursement from the unsuccessful party of all costs and expenses, including attorney's fees incurred in connection with such judicial proceeding.

10. Null and Void. This License Agreement becomes null and void if the Licensee sells or transfers title to the subject Property.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first written above.

VILLAGE OF LIBERTYVILLE

By: _____
Terry L. Wepler
Village President

ATTEST:

Village Clerk



Justin Carlino



Anne Carlino

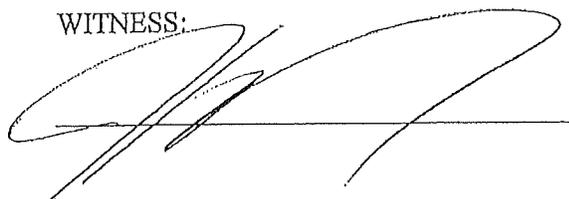
WITNESS:


EXHIBIT A

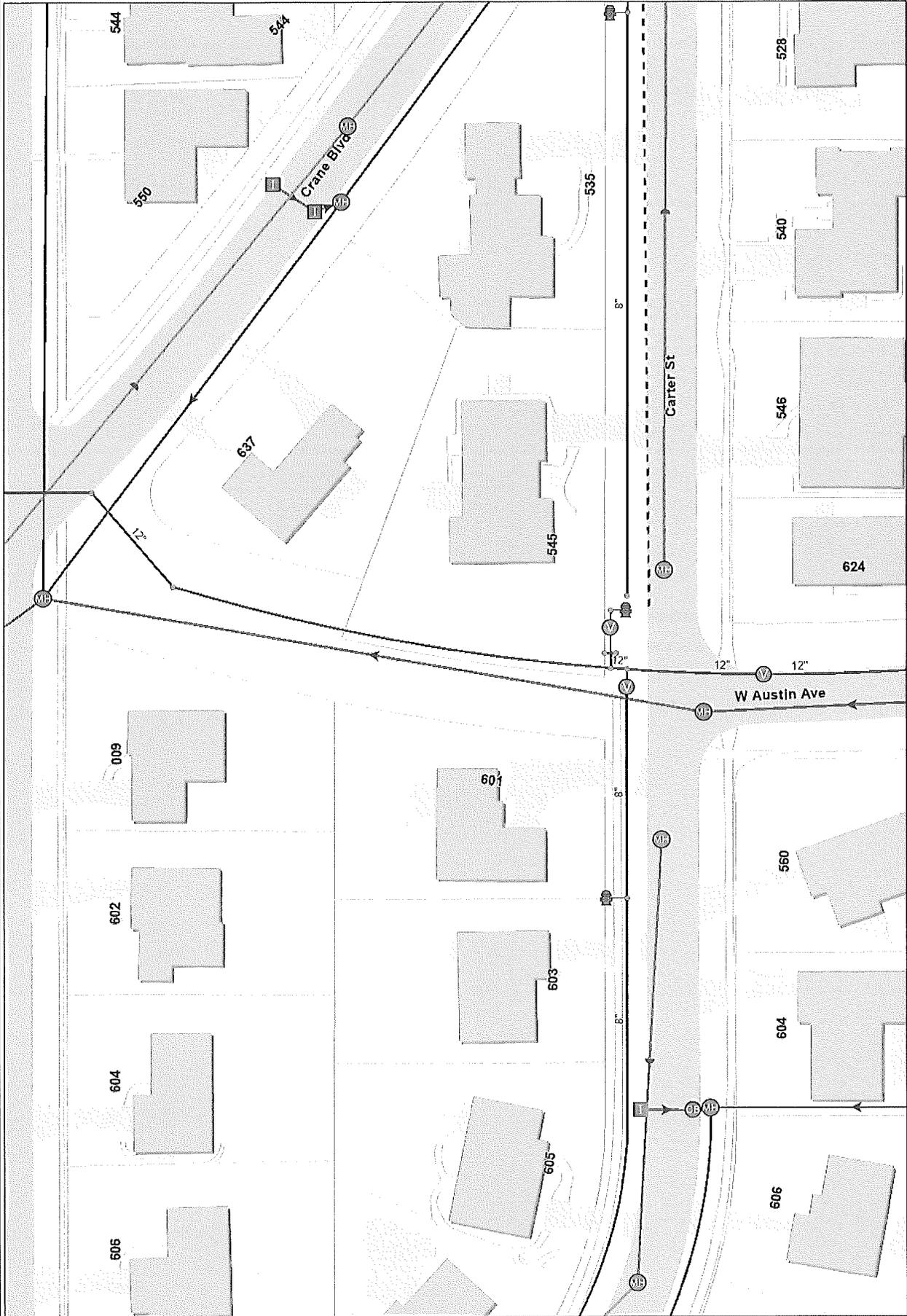
LEGAL DESCRIPTION OF THE SUBJECT PROPERTY

Lot 25 in Maplewood Estates, Unit Two, being a subdivision of part of the East Half of Section 20 and the West Half of Section 21, Township 44 North, Range 11 East of the Third Principal Meridian, according to the Plat thereof, recorded December 8, 1970 as Document 1483641 in Book 48 of Plats, Page 24 and as corrected by Certificate of Correction, dated June 3, 1971 and recorded June 7, 1971 as Document 1506053, in Lake County, Illinois.

EXHIBIT B

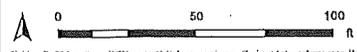
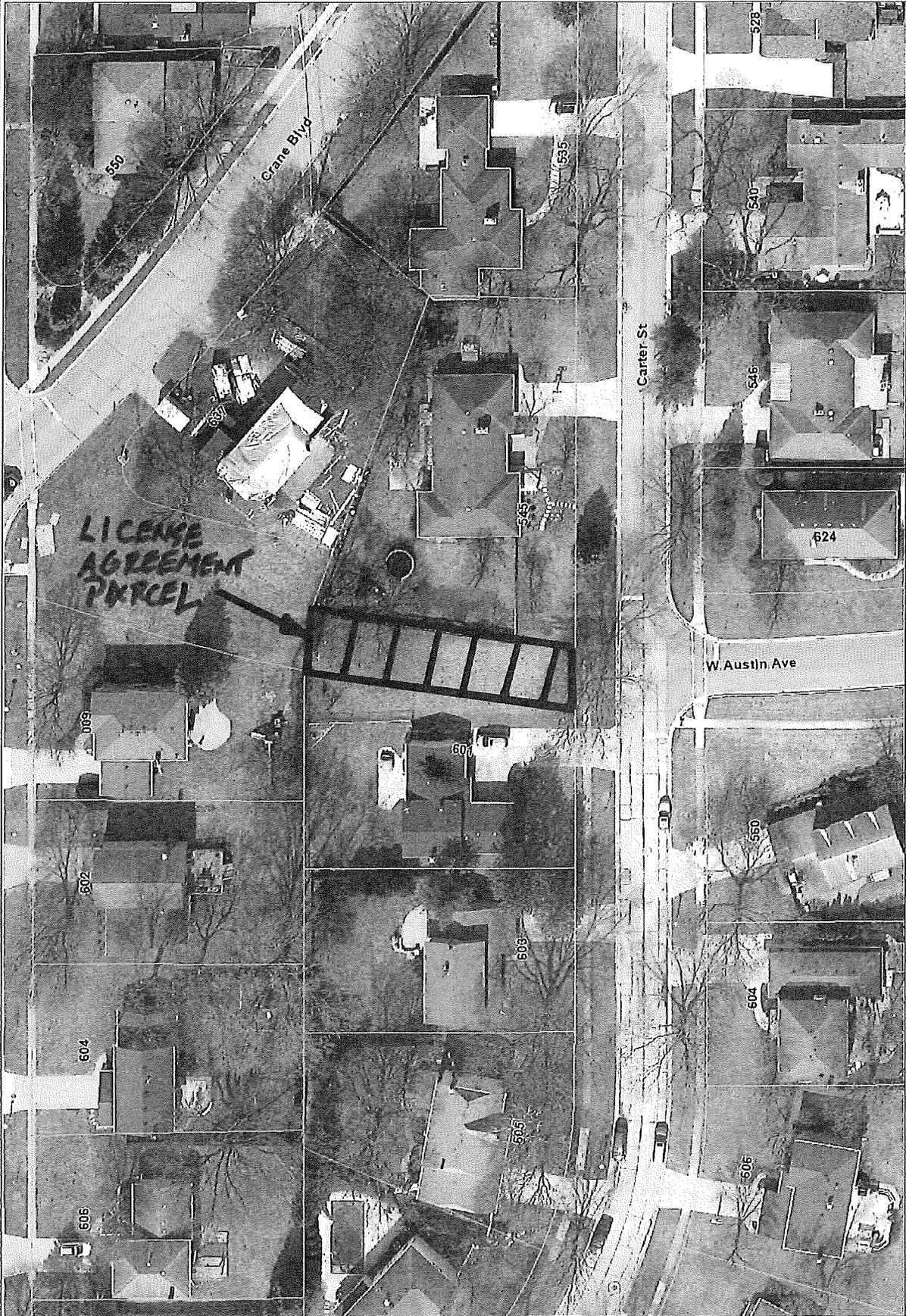
LEGAL DESCRIPTION OF THE LICENSED PROPERTY

That portion of the southerly 30 feet of the Austin Avenue right-of-way located west of the west line of Carter Street and east of the west property line of Lot 25 in Maplewood Estates, Unit Two, as projected northerly, as located in the Libertyville Highlands Subdivision, being a Subdivision of Parts of the East Half of Section 20 and the West Half of Section 21, Township 44 North, Range 11 East of the Third Principal Meridian, according to the Plat thereof, recorded January 25, 1926 as Document 272834 in Book O of Plats, Pages 96, 97, 98, and 99, in Lake County, Illinois.



Disclaimer: The GIS Consortium and MHP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently verify the accuracy of the map and not rely on a regulatory determination and is not a basis for engineering design. A registered land surveyor should be consulted to determine precise location boundaries on the ground.

Notes



Disclaimer: The GIS Consortium and its providers do not warrant the accuracy, completeness, or timeliness of the data. This map is for general information purposes only. Although the GIS Consortium has used reasonable care to ensure the accuracy of the data, the GIS Consortium and its providers do not assume any liability for errors or omissions. The user should verify the accuracy of the data before using it for any purpose. The GIS Consortium and its providers do not assume any liability for errors or omissions.

Notes



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: **REPORT OF THE APPEARANCE REVIEW COMMISSION**
September 21, 2020

Appearance Review Commission

Recommendation: Approve

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

Background: The Appearance Review Commission (ARC) met on September 21, 2020, and reviewed two (2) items that require Village Board approval.

The items heard at the September 21, 2020, meeting include:

1. **1441 N. Milwaukee Avenue (Dr. David Honey, Authorized Agent for Carl Wasserman)**

Request is for approval of new building facades, landscaping, lighting, and signage.

Commissioner Meyer made a motion, seconded by Commissioner Tarello, to recommend the Village Board of Trustees approve the application for new building facades, landscaping, lighting, and signage at 1441 N. Milwaukee Avenue, subject to the following conditions: 1) Signage and landscaping return to the Commission at a future date.

Motion carried 3 - 0.

2. **431 W. Austin Avenue (Thomas Erickson, Authorized Agent for Joseph Giovanetto (Church Chairman))**

**Materials previously distributed to the Village Board.*

Request is for approval of new lighting.

Commissioner Tarello made a motion, seconded by Commissioner Meyer, to recommend the Village Board of Trustees approve the application for new lighting at 431 W. Austin Avenue, in accordance with the plans submitted.

Motion carried 3 - 0.

REPORT OF THE APPEARANCE REVIEW COMMISSION

September 21, 2020

**ARC 20-22 Dr. David Honey, Applicant.
1441 N. Milwaukee Avenue**

Request is for new building facades, landscaping, lighting, and signage.

Mr. Robert Bleck, authorized agent of Dr. David Honey, presented the proposed building facades, landscaping, lighting, and signage for 1441 N. Milwaukee Avenue. Mr. Bleck stated the proposal is for a new 3,360 SF structure. Mr. Bleck stated the existing properties to the north and west are multi-family residential with a six (6) foot privacy fence located along the property line. Mr. Bleck stated the proposed structure will be ten (10) feet from the north and south property line and twenty (20) feet off the west property line. Mr. Bleck stated that Staff commented on the site plan showing a corner of the building encroaching into the setback at 9.9 feet. Mr. Bleck stated they are working on reducing the size of the building by one-half inch to maintain a ten (10) foot distance. Mr. Bleck questioned the Staff comment on the turn-around space in the parking lot. Mr. Bleck stated the parking lot has a standard three (3) foot back-up area and sufficient turn-around space for a three-point turn. Mr. Bleck stated the property provides fifteen (15) parking spaces, which allows for ten (10) parking spaces for medical/dental and five (5) parking spaces for future leases. Mr. Bleck stated a tapered concrete retaining wall, ranging from 18" – 24" will be located along the southern property line. Mr. Bleck stated the retaining wall will assist in retaining the required amount of stormwater detention. Mr. Bleck stated the proposed sign will be satin black with white acrylic. Mr. Bleck stated he was under the impression signage was calculated as eight (8) percent of the principal business façade. Mr. Bleck stated it appears there is a disagreement on how the signage has been calculated. Mr. Bleck stated the client is requesting two (2) building mounted signs, one for each tenant.

Mr. Sandine clarified the Sign Code allows eight (8) percent of the principal business façade for overall signage, but only 40 SF for multi-tenant signs. Mr. Bleck questioned if the 40 SF is within the eight (8) percent limitation. Mr. Bleck stated the main portion of the building is a Buff colored brick. Mr. Bleck stated the narrative included colors from the manufacturer. Mr. Bleck stated that the base below the windows will be a random laid stone pattern. Mr. Bleck stated the roof will be an asphalt composite shingles in the weathered wood color. Mr. Bleck stated the window frames will be a dark bronze color with clear tinted glass. Mr. Bleck stated there will be several limestone bands on the building. Mr. Bleck stated the lighting on the building will be recessed soffit lights. Mr. Bleck stated the parking lot lighting will be a single twenty-two (22) foot pole on a three (3) foot base. Mr. Bleck stated he has submitted a Photometric Plan and mentioned that he was waiting for the manufacturer to update the plans. Mr. Bleck stated the updated plans have a zero cutoff on the northern property line. Mr. Bleck stated he will review the landscaping with the landscape architect to ensure the numbers match up. Mr. Bleck stated there will be some trees that need to be removed, as most are in poor shape and multi-stem. Mr. Bleck stated an initial idea of having the southern edge of the parking lot clear of plantings is to assist in snow removal.

Commissioner Meyer questioned the location of trash enclosures. Mr. Bleck stated trash enclosures will be kept inside as most of it needs to be controlled as biowaste. Mr. Bleck stated a roll-out can will accommodate the rest of the garbage. Mr. Bleck stated it is their subjective

Report of the Appearance Review Commission
Page 2 of 3

opinion that the color of the proposed structure is compatible with the neighboring residential buildings. Chairman Robbins questioned the location of the mechanical equipment. Mr. Bleck stated there will be no rooftop units. Mr. Bleck stated there will be a few air conditioning condensers in the rear of the building, screened by plantings. Chairman Robbins questioned if mechanical equipment needs to be screened on all sides. Mr. Sandine confirmed the mechanical equipment needs to be screened on all sides from neighboring properties. Chairman Robbins questioned if the proposal complies. Mr. Sandine questioned if the fence is the property owners. Mr. Bleck stated the fence posts are mostly on the line or on the subject property. Chairman Robbins questioned if the retaining wall will be poured concrete. Mr. Bleck confirmed and noted a rubbed finish will be more durable.

Chairman Robbins noted a few emergency overflows are proposed to discharge onto the property to the south. Mr. Bleck stated it is a requirement to have emergency overflows. Chairman Robbins acknowledged the requirement and questioned if the neighbors are okay with the emergency overflow discharging onto their property. Mr. Bleck stated that is where the discharge goes currently. Chairman Robbins stated it would be wise to make sure the engineers are on the same page for the discharge location to mitigate any unforeseen objections.

Chairman Robbins stated he seems to understand all the proposed materials and noted a freeze board underneath the soffit. Mr. Bleck stated the freeze board will be a light gray painted synthetic material. Chairman Robbins questioned the material of the soffit and fascia. Mr. Bleck stated the soffit will be painted plywood with ventilation. Mr. Bleck stated the fascia and freeze will be a painted composite material, with the fascia being a metal wrap wood. Mr. Bleck stated a 30-inch gravel strip will be around the building rather than gutters. Chairman Robbins questioned the "Aluminum Clad Canopy" on the East Elevation. Mr. Bleck stated the face of the canopy is flush with the face of the brick, which is three (3) feet in front of the glass, allowing for a three (3) foot overhang shelf element. Chairman Robbins questioned the cast accent pieces. Mr. Bleck stated he is looking at a Petita Green color, which looks like terracotta but is a composite material.

Chairman Robbins discussed the Staff comments. Chairman Robbins confirmed the building will be narrowed to accommodate the setback requirements. Chairman Robbins questioned the turn-around requirements. Mr. Sandine stated the Village defines a proper back-up area as being able to move backwards in one motion and forwards (out) in one motion. Mr. Sandine stated a turn-around area is required to allow for a vehicle to turn-around without backing up onto the sidewalk or right-of-way. Chairman Robbins questioned the parking count. Mr. Sandine stated the dental use is compliant with the proposed number of parking spaces, however, any future tenants will need to comply with the remaining parking spaces. Chairman Robbins noted the size of the freestanding sign will need to be reduced. Chairman Robbins stated color renderings for the freestanding sign will be required. Chairman Robbins noted additional landscaping will be required along the southern property line. Chairman Robbins stated an updated Photometric Plan will be required to show the foot candles to the property line. Mr. Bleck stated the submitted Photometric Plan shows a blue line at 0.5 foot candles. Mr. Sandine questioned the location of the property line along Milwaukee Avenue. Mr. Bleck stated the lot line is the second vertical line from the left. Chairman Robbins noted the light pole cut sheets have not been provided. Mr. Bleck stated the information has been provided on the submitted Photometric Plan and indicated the height of the pole is 24-feet from grade.

Report of the Appearance Review Commission
Page 3 of 3

Chairman Robbins noted a few open items, mostly relative to site and engineering work. Chairman Robbins questioned the rest of the Commissioners on how they would like to proceed. Commissioner Meyer indicated most of the loose items will need to be corrected prior to permit issuance. Commissioner Meyer stated the design will not change, only the size and proportions. Chairman Robbins questioned how much the signage will need to be reduced. Mr. Sandine stated it will need to be reduced 19.5 SF. Commissioner Tarello questioned if the sign will be scaled down proportionally. Mr. Bleck confirmed the design of the signage will remain the same, but it will be smaller. Chairman Robbins questioned how the turn-around area should be addressed. Chairman Robbins stated he is okay approving the proposal with conditions on the turn-around area. Mr. Bleck stated they are one-excess parking space. Mr. Bleck stated it could be striped off, if required. Mr. Bleck stated his list includes revised signage and landscaping. Mr. Bleck suggested deferring the signage and landscaping, while moving forward with the rest of the project.

Commissioner Meyer made a motion, seconded by Commissioner Tarello, to recommend the Village Board of Trustees approve the application for new building facades, landscaping, lighting, and signage at 1441 N. Milwaukee Avenue, subject to the following conditions: 1) Signage and landscaping return to the Commission at a future date.

Motion carried 3 - 0.

ARC 20-35 Thomas Erickson, Authorized Agent for Joseph Giovanetto (Church Chairman)
431 W. Austin Avenue

Request is for new lighting.

Mr. Thomas Erickson, authorized agent for Joseph Giovanetto, presented the proposed lighting for 431 W. Austin Avenue. Mr. Erickson stated the church is repaving the existing parking lot. Mr. Erickson stated there are currently five (5) light fixtures within the lot and they are requesting an additional seven (7) light fixtures to be added. Mr. Erickson stated the proposal includes replacing the five (5) existing light fixtures to match the seven (7) light fixtures. Mr. Erickson pointed out the location of the new light fixtures on a Photometric Plan. Chairman Robbins questioned if there are any thoughts to add light fixtures along Austin Avenue. Mr. Erickson stated there is a streetlight near the driveway entrance but no plans for future light poles in this area.

Commissioner Tarello made a motion, seconded by Commissioner Meyer, to recommend the Village Board of Trustees approve the application for new lighting at 431 W. Austin Avenue, in accordance with the plans submitted.

Motion carried 3 - 0.



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: Consideration of an Ordinance Amending the Number of Class C Liquor Licenses

Staff Recommendation: Approve Ordinance

Staff Contact: Kelly A. Amidei, Village Administrator

Background: Attached is an Ordinance which would amend the Municipal Code to decrease the number of Class C Liquor Licenses from ten to nine due to the surrender of the License from the Oishi Sushi Restaurant, Inc. d/b/a Oishi Sushi Restaurant, and then increase the number of Class C Liquor Licenses from nine to 10 due to an application by Lucky Star House, Inc. d/b/a Oishi Sushi Restaurant. The Village has received an application for a Class C Liquor License from Ron Jiao Wei who plans on acquiring the Oishi Sushi restaurant at 163 N. Milwaukee Avenue, Libertyville.

The new application has been reviewed by the Mayor/Liquor Commissioner and Village Staff, with a recommendation that the Village Board decrease and increase the number of Class C licenses in order to allow the Liquor Commissioner to issue a Class C license to Rong Jiao Wei of Oishi Sushi Restaurant. The license will be subject to the following conditions:

1. Receipt by the Village of the Class C Liquor License from Oishi Sushi Restaurant, Inc.; and
2. Except as otherwise provided in subsections 4-45 of the Village Code, the new Licensee agrees that the retail sale of alcoholic liquor in the Village shall be limited to between the hours of 5:00 a.m. on any Sunday, Monday, Tuesday, Wednesday and Thursday, until 1:00 a.m. on the following day other than when such Sunday, Monday, Tuesday, Wednesday and Thursday is a Federal holiday (New Year's Day, MLD Jr. Day, George Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day), and between the hours of 5:00 a.m. on any Friday, Saturday and Federal holiday, until 2:00 a.m. on the following day.

Staff recommends approval of the Ordinance granting a Class C Liquor License to Rong Jiao Wei of Oishi Sushi Restaurant.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 20-O-

AN ORDINANCE AMENDING THE LIBERTYVILLE
MUNICIPAL CODE
RELATING TO LIQUOR LICENSES

Adopted by the
President and Board of Trustees
of The Village of Libertyville
Lake County, Illinois
This 13th day of October, 2020.

Published in pamphlet form by direction
And authority of the Village of Libertyville
Lake County, Illinois
This 14th day of October, 2020.

ORDINANCE NO. 20-O-

AN ORDINANCE AMENDING THE LIBERTYVILLE
MUNICIPAL CODE RELATING TO LIQUOR LICENSES

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

WHEREAS, Lucky Star House, Inc. d/b/a Oishi Sushi Restaurant, 163 N. Milwaukee Avenue in Libertyville, Illinois is purchasing the Oishi Sushi Restaurant restaurant from Oishi Sushi Restaurant, Inc. and desires to obtain a Class C Liquor License; and

WHEREAS, Lucky Star House, Inc. has made full application to the Village and have met with the Liquor Commissioner and Police Chief; and

WHEREAS, the Liquor Commissioner has recommended that the Village Board decrease the number of Class C liquor licenses by one, from ten to nine in recognition of the current Oishi Sushi restaurant surrendering their liquor license; and

WHEREAS, the Liquor Commissioner has recommended that the Village Board increase the number of Class C Liquor Licenses from nine to ten; 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 decrease and then increase the number of Class C liquor licenses for a total of ten.

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

SECTION ONE: Recitals. The foregoing recitals are incorporated herein as findings of the President of the 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: 1) decrease the number of authorized Class B Liquor Licenses by one, from seventeen to sixteen and surrender of the License held by BSV15, LLC; and 2) increase the number of authorized Class B Liquor Licenses by one, from sixteen to seventeen, which will allow the Liquor Commissioner to issue a license to Oishi Sushi Restaurant, subject to the following conditions:

1. Receipt by the Village of the Class B Liquor License from BSV15, LLC and;
2. Except as otherwise provided in subsections 4-45 of the Village Code, the new Licensee agrees to the retail sale of alcoholic liquor in the Village shall be limited to between the hours of 5:00 a.m. on any Sunday, Monday, Tuesday, Wednesday and Thursday, until 1:00 a.m. on the following day other than when such Sunday, Monday, Tuesday, Wednesday and Thursday is a Federal holiday (New Year’s Day, MLK Jr. Day, George Washington’s Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day), and between the hours of 5:00 a.m. on any Friday, Saturday and Federal holiday, until 2:00 a.m. on the following day.

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 13th day of October, 2020.

AYES:

NAYS:

ABSENT:

APPROVED this 14th day of October, 2020.

Terry L. Wepler, Village President

ATTEST:

Sally A. Kowal, Village Clerk



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: Consideration of a Resolution to Approve a Contract Renewal with J&E Nursery, Ltd. for the Annual Contractual Snow Removal Services

Staff Recommendation: Approve Resolution

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

Background: The Village awarded a contract to J&E Nursery, Ltd. for the Annual Snow Removal Services on September 24, 2019. The contract contains a renewal clause for up to two additional years with a 2% price increase in the hourly rates and materials. The Public Works Department recommends a contract renewal for the first of two possible additional years with J&E Nursery, Ltd. based upon responsiveness and successful work completed to date.

The Fiscal Year 2020/21 Amended Annual Budget provides collective funding for contractual snow removal and de-icing services for various locations throughout the Village. The funding breakdown is as follows:

- \$32,500 in the Commuter Parking Fund (Act.# 14-0000-7-713)
- \$11,500 in Central Business District Parking (Act.# 01-1500-7-713)
- \$15,000 in the Sports Complex Fund (Act.# 60-6001-7-714)
- \$42,500 in Parks Maintenance (Act.# 01-0701-7-713)

Total: \$101,500

The locations include the Metra station parking lots and walkways, public sidewalks in the central business district and along Milwaukee Avenue, Village building parking lots and walks and the sports complex parking lot and walks. Due to the COVID-19 pandemic and the significant drop in ridership, ice control and snow removal operations will be reduced at the Metra station parking lots. In addition, ice control and snow removal operations will also be reduced at the Sports Complex parking lot and grounds because it has been temporarily closed due to the COVID-19 pandemic. If the COVID-19 pandemic social distancing requirements lessen during this time, we will make adjustments and increase the ice control and snow removal operations accordingly. The actual amount of the contract will be based on expended time and materials, but will not exceed the budgeted funds of \$101,500.

Staff recommends adoption of the attached resolution to approve the contract renewal with J&E Nursery, Ltd. in the not-to-exceed budgeted amount of \$101,500 and authorize execution of the contract renewal by the Village Administrator.

RESOLUTION NO. 20-R-_____

A RESOLUTION TO APPROVE A CONTRACT RENEWAL WITH J & E NURSERY, LTD.
FOR THE ANNUAL CONTRACTUAL SNOW REMOVAL SERVICES

WHEREAS, the Village of Libertyville opened competitive bids on August 30, 2019 for the Annual Snow Removal Services and J&E Nursery, Ltd. was determined to be the lowest and most responsive bidder; and

WHEREAS, the contract was awarded on September 24, 2019; and

WHEREAS, the contract was for a term of one-year and can be renewed annually for up to two additional years with a 2% increase in hourly rates and materials; and

WHEREAS, the Village's FY 2020/21 Amended Annual Budget provides collective funding in the amount of \$101,500 in the Commuter Parking Fund (Act.# 14-0000-7-713) \$32,500; Central Business District Parking (Act.# 01-1500-7-713) \$11,500; Sports Complex Fund (Act.# 60-6001-7-714) \$15,000; and Parks Maintenance (Act.# 01-0701-7-713) \$42,500; and

WHEREAS, Village staff recommends approval of renewing the contract for the first of two possible additional years with J&E Nursery, Ltd. in the amount of \$101,500.

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

SECTION 1: The foregoing recitals are hereby incorporated and fully set forth as findings of the Village of Libertyville President and Board of Trustees.

SECTION 2: The Village of Libertyville Board of Trustees approves the contract renewal with J & E Nursery, Ltd. in the not-to-exceed amount of \$101,500 for the annual contractual snow removal services.

SECTION 3: The Village of Libertyville Board of Trustees authorizes the Village Administrator to execute the contract with J & E Nursery, Ltd. for the annual contractual snow removal services.

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

PASSED this _____ day of _____, 2020.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2020.

Terry L. Wepler, Village President

ATTEST:

Sally A. Kowal, Village Clerk

VILLAGE OF LIBERTYVILLE
CONTRACT/PROPOSAL FOR
CONTRACTUAL SNOW REMOVAL

Full Name of Bidder James & Elizabeth Nursery, LTD.
Principal Office
Address 18852 W. Peterson Rd. Libertyville, IL 60048
Local Office Address _____
Contact Person James Hoffman Telephone: 847.417.8278
E-mail: jhoffman@je-nursery.com

TO: Village of Libertyville ("Owner")
200 East Cook Avenue
Libertyville, Illinois 60048-2090
Attention: Marty Wittrock, Deputy Director of Public Works

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda (if any), which are securely stapled to the end of this Contract/Proposal.

1. Work Proposal

- A. Contract and Work. If this Contract is accepted, Bidder proposes, and agrees, that Bidder shall, at its sole cost and expense, provide, perform, and complete, in the manner specified and described, and upon the terms and conditions set forth, in this Contract and Owner's written notification of acceptance in the form included in this bound set of documents, all of the following, all of which is herein referred to as the "Work"
1. Labor, Equipment, Materials and Supplies. Provide, perform, and complete, in the manner specified and described in this Contract, all necessary work, labor, services, transportation, equipment, materials, supplies, information, data, and other means and items necessary for the (the "Work Site");
 2. Permits. Procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith;
 3. Bonds and Insurance. Procure and furnish all bonds and all insurance certificates specified in this Contract/Bid;
 4. Taxes. Pay all applicable federal, state and local taxes.
 5. Miscellaneous. Do all other things required of Bidder by this Contract.
 6. Quality. Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with highest standards of professional and construction practices, in full compliance with, and as required by or pursuant, to this Contract, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged, and first quality equipment, materials, and supplies.
- B. Performance Standards. If this Contract is accepted, Bidder proposes, and agrees, that all Work shall be fully provided, performed, and completed in accordance with the specifications attached hereto and by this reference made a part of this Contract.
- C. Responsibility for Damage or Loss. If this Contract is accepted, Bidder proposes, and agrees, that Bidder shall be responsible and liable for, and shall promptly and without charge to Owner repair or replace,

ATTACHMENT D
BID BOND FORM

**VILLAGE OF LIBERTYVILLE
CONTRACT/PROPOSAL FOR
CONTRACTUAL SNOW REMOVAL**

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

that J&E Nursery, LTD. 18852 W. Peterson Rd. Libertyville, IL 60138
(Here insert full name and address of Bidder)

as Principal, hereinafter called Bidder, and

West Bend P.O. Box 620971 Middleton, WI 53562
(Here insert full name and address of Surety)

as Surety, a corporation organized and existing under the laws of the State of IL, hereinafter called Surety, are held and firmly bound unto Village of Libertyville, 118 West Cook Avenue, Libertyville, Illinois 60048, as Obligee, hereinafter called Owner, in the full and just sum of Dollars (\$ _____), for the payment of which sum of money well and truly to be made, Bidder and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Bidder has submitted a Proposal dated 8/22, 2019, to Owner entitled Contractual Snow Removal (the "Contract/Proposal"), the terms and conditions of which are by this reference incorporated herein as though fully set forth herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT if Bidder shall timely submit all additional information that is required of it and, if the Contract/Proposal shall be accepted by Owner, Bidder shall (1) timely submit all the Bonds and all the certificates of insurance required of it, (2) timely execute all other required documentation related to the Contract/Proposal, and (3) in all other respects, perform the agreement created by Owner's acceptance of the Contract/Proposal, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

Surety, for value received, hereby stipulates and agrees that the obligations of Surety under this bond shall be in no way impaired or affected by any extension of the time within which Owner may accept the Contract/Proposal, and Surety does hereby waive notice of any such extension.

Owner shall have no obligation to actually incur any expense or correct any deficient performance of Bidder in order to be entitled to receive the proceeds of this bond.



Bond Number 2416410

Bid Bond

KNOW ALL BY THESE PRESENTS, That We, James & Elizabeth Nursery Ltd. DBA J&E Nursery as Principal, and WEST BEND MUTUAL INSURANCE COMPANY, a corporation organized under the laws of the State of Wisconsin and having its principal office in Middleton, Wisconsin, in said State, as Surety, are held and firmly bound unto Village of Libertyville as Owner, in the full and just sum of Five Percent (5 %) of amount bid for the payment whereof said Principal binds its heirs, administrators, and executors and said Surety binds itself, its successors and assigns firmly by these presents

WHEREAS, said Principal has submitted to said Owner a bid or proposal for Snow Maintenance

NOW THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH that if within Sixty days hereof and in accordance with said proposal a contract shall be awarded to said Principal and the said Principal shall enter into a contract for said work and shall furnish bond with surety as required for its faithful performance then this obligation shall be void, otherwise remain in full force and virtue.

Signed and Sealed this 22 day of August, 2019

Principal:

James & Elizabeth Nursery Ltd. DBA J&E Nursery

By: James R. Hoffmann (SEAL)

Witness: Mary Hoffmann

Name Typed: James Hoffmann, President
Title

Surety:

West Bend Mutual Insurance Company

By: Norma Fabbri-Blake (SEAL)

Witness: [Signature]

Name Typed: NORMA FABBRI-BLAKE, Attorney-In-Fact
Title

Agency Name: GUY VITI INSURANCE AGENCY INC
Address: 445 SHERIDAN ROAD
HIGHWOOD, IL 60040
Phone Number: (847) 432-1000

MICHIGAN ONLY: This policy is exempt from the filing requirements of Section 2236 of the Insurance Code of 1956, 1956 PA 218 and MCL 500.2236.



THE SILVER LINING[®]

Bond No. 2416410

POWER OF ATTORNEY

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

NORMA FABBRI-BLAKE

lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of: **Seven Million Five Hundred Thousand Dollars (\$7,500,000)**

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-In-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 22nd day of September, 2017.

Attest Christopher C. Zwygart
Christopher C. Zwygart
Secretary



Kevin A. Steiner
Kevin A. Steiner
Chief Executive Officer/President

State of Wisconsin
County of Washington

On the 22nd day of September, 2017, before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



Juli A. Benedum
Juli A. Benedum
Senior Corporate Attorney
Notary Public, Washington Co., WI
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 22nd day of August, 2019.



Heather Dunn
Heather Dunn
Vice President – Chief Financial Officer

Notice: Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company.

Bidder Status

Corporation State: IL

Partnership State: _____

Individual Proprietorship: _____

Bidders Name:

James & Elizabeth Nursery, LTD

Doing Business as (if different):

J & E Nursery, LTD.

Printed Name: James Hoffman

Signature: James R Hoffman

Title/Position:

President

Bidders Business Address:

18852 W. Peterson Rd. Libertyville, IL 60048

Telephone 847.247.0800 Fax 847.247.0870

If a Corporation or Partnership, list all officers and partners:

Name	Title	Address
James Hoffman	President	688 Canal Ct. Lindenhurst, IL
Elizabeth Josellie	V.P	755 St. Mary's Rd Libertyville IL
Patricia Hoffman	Secretary	23045 W Hwy 176 Mundelein IL
George Hoffman	Treasurer	23045 W. Hwy 176 Mundelein IL



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/16/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

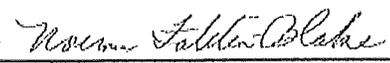
PRODUCER Guy Viti Insurance 445 Sheridan Road Highwood IL 60040		CONTACT NAME: Norma Fabbri-Blake PHONE (A/C, No, Ext): (847) 432-1000 FAX (A/C, No): (847) 433-6856 E-MAIL ADDRESS: Normab@viticompanies.com	
INSURED J&E Nursery Inc. and James & Elizabeth Nursery Ltd. and The Hoffman 18852 West Peterson Road Libertyville IL 60048		INSURER(S) AFFORDING COVERAGE INSURER A: Pekin Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 24228	

COVERAGES **CERTIFICATE NUMBER:** CL1971619800 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	CL0205882	10/25/2018	10/25/2019	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
						MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
							\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY	Y	P706704	10/25/2018	10/25/2019	COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$ 1,000,000
						BODILY INJURY (Per accident)	\$ 1,000,000
						PROPERTY DAMAGE (Per accident)	\$ 1,000,000
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y	CU30852-0	10/25/2018	10/25/2019	EACH OCCURRENCE	\$ 2,000,000
						AGGREGATE	\$ 2,000,000
							\$
						PER STATUTE	
						OTHER	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Additional Insureds are:
The Village of Libertyville, its officials, agents, employees and volunteers for General Liability per CG2010 (07/04) and CG2037 (07/04).

CERTIFICATE HOLDER Village of Libertyville Attn: Martin Witrock, Deputy Director of 200 East Cook Avenue Libertyville IL 60048-2090	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

CONTRACTUAL SNOW REMOVAL BID FORM

The undersigned proposes to furnish the following equipment with qualified operators during the 2019-2020 season for plowing and snow removal services on Village parking lots, streets and sidewalks. All work will conform to the attached "CONTRACTUAL SNOW REMOVAL SPECIAL PROVISIONS". Hourly rates quoted below include all labor, equipment and material to complete this work. The percentage increase for the additional seasons must be included on this page. Quantities below are estimates only, actual quantities are dependent upon season conditions.

Task	Minimum Equipment	Specify equipment type if different than minimum	Estimated Quantity	Unit	Cost per Unit	SUB TOTAL
		<u>SEE ATTACHED</u>				
Snow Plowing/Salting Parking Lots	4-wheel drive pick-up w/8' plow and salt spreader		225	Hours	50.00	11,250
Snow Removal and Hauling	2 cubic yard front end loader		180	Hours	160.00	28,800
	Dump truck with 5 yard capacity		180	Hours	90.00	16,200
	Skid steer loader		125	Hours	80.00	10,000
Snow Plowing Village Streets	1 Ton Plow/Salt		175	Hours	80.00	14,000
Snow Removal Sidewalks and Pathways	Mechanical Tractor w/ V-Plow for sidewalk		300	Hours	80.00	24,000
Snow Removal Sidewalks and Pathways	Hand Labor (Shovel/Snow Blower)		375	Hours	45.00	16,875
Deicer Material Applied	Rock Salt		650	50 lb Bag	10.50	6,825
TOTAL						127,950

*Please provide pricing for each task under Cost per Unit
Specify type equipment used if different than the minimum.

May 1, 2020 - April 30, 2021: Cost per unit rates will increase by 2 % percent
May 1, 2021 - April 30, 2022: Cost per unit rates will increase by 2 % percent

J&E Nursery, LTD.

COMPANY NAME

18852 W. Peterson Rd. L. Herkville, IL 60048

ADDRESS

847-247-0800

847-247-0870

PHONE NUMBER

PHONE NUMBER

James Hoffman

President

PREPARED BY (NAME, TITLE, COMPANY)

TITLE

James R. Hoffman

2/22/19

SIGNATURE

DATE

J&E NURSERY, LTD.

18852 W. Peterson Rd.
 Libertyville, IL 60048

Proposal

Date	Proposal #
8/12/2019	134681

Name / Address
Village of Libertyville 118 West Cook St Libertyville, IL 60048

Terms	Rep	Project
Due on receipt	JH	

Description	Qty	UM	Cost	Total
Snowplowing Village of Libertyville's parking lots, streets, and sidewalks				
Additional equipment list:				
Snowplowing parking lots:				
Pick up	1	per hour	50.00	50.00
1 Ton Truck	1	per hour	80.00	80.00
Skid steer W/ plow or box blade	1	per hour	80.00	80.00
12 Ton Truck	1	per hour	90.00	90.00
2 yard loader w/ box blade	1	per hour	170.00	170.00
5 yard Front End Loader W/ Box Blade	1	per hour	195.00	195.00
6-wheeler w/ salter	1	per hour	300.00	300.00
Snow Removal and hauling				
Skid steer	1	per hour	80.00	80.00
2 yard loader w/ box blade	1	per hour	170.00	170.00
5 yard Front End Loader W/ Box Blade	1	per hour	195.00	195.00
6- Wheeler w/ No Salter	1	per hour	105.00	105.00
1-Ton Truck	1	per hour	80.00	80.00
12 Ton Truck	1	Per hour	90.00	90.00
Snow removal - Village streets				
12 Ton Truck	1	per hour	95.00	95.00
1-Ton Truck	1	per hour	80.00	80.00

Thank you for your business.	Subtotal
	Sales Tax (6.5%)
	Total

Web Site
www.je-nursery.com

J&E NURSERY, LTD.

18852 W. Peterson Rd.
Libertyville, IL 60048

Proposal

Date	Proposal #
8/12/2019	134681

Name / Address
Village of Libertyville 118 West Cook St Libertyville, IL 60048

Description	Terms		Rep		Project	
	Qty	UM	Cost	Total		
Snow removal - sidewalks & pathways						
Hand labor	1	per hour	45.00	45.00		
Hand labor with snowblower	1	per hour	45.00	45.00		
Hand labor on a self-propelled machine that would have a plow attached to it.	1	per hour	80.00	80.00		
Mechanical tractor w/ V-Plow for sidewalks	1	per hour	80.00	80.00		
Skid steer w/ V-Plow for sidewalks	1	per hour	85.00	85.00		
Skid steer W/ snowblower	1	per hour	125.00	125.00		
Deicer materials						
Rock salt	1	50 LBS per bag	10.50	10.50		
Ice blend	1	50 LBS per bag	20.00	20.00		
Note: depending on the conditions of the storms any of these assets may be used in other areas to facilitate the proper removal of material.						
Thank you for your business.			Subtotal		\$2,350.50	
			Sales Tax (6.5%)		\$0.00	
			Total		\$2,350.50	

Web Site
www.je-nursery.com

Village of Libertyville
 Contractual Snow Removal Program
 Bid Tabulation
 Bid Opening August 30, 2019

Item	Minimum Equipment	Estimated Quantity	Unit	J&E Nursery		LCM		Snow Systems		Ampol Group	
				Unit Price	Sub Total	Unit Price	Sub Total	Unit Price	Sub Total	Unit Price	Sub Total
Snow Plowing/Salting Parking Lots											
	4-wheel drive pick-up w/8' plow and salt spreader	225	Hours	\$ 50.00	\$ 11,250.00	\$ 100.00	\$ 22,500.00	\$ 150.00	\$ 33,750.00	\$ 85.00	\$ 19,125.00
Snow Removal and Hauling											
	2 cubic yard front end loader	180	Hours	\$ 160.00	\$ 28,800.00	\$ 150.00	\$ 27,000.00	\$ 165.00	\$ 29,700.00	\$ 150.00	\$ 27,000.00
	Dump truck with 5 yard capacity	180	Hours	\$ 90.00	\$ 16,200.00	\$ 100.00	\$ 18,000.00	\$ 140.00	\$ 25,200.00	\$ 150.00	\$ 27,000.00
	5Mid steer loader	125	Hours	\$ 80.00	\$ 10,000.00	\$ 110.00	\$ 13,750.00	\$ 110.00	\$ 13,750.00	\$ 150.00	\$ 18,750.00
Snow Plowing Village Streets											
	1 Ton Plow/Salt	175	Hours	\$ 80.00	\$ 14,000.00	\$ 110.00	\$ 19,250.00	\$ 140.00	\$ 24,500.00	\$ 150.00	\$ 26,250.00
Snow Removal Sidewalks and Pathways											
	Mechanical Tractor w/ V-Plow for sidewalk	300	Hours	\$ 80.00	\$ 24,000.00	\$ 50.00	\$ 15,000.00	\$ 85.00	\$ 25,500.00	\$ 150.00	\$ 45,000.00
Snow Removal Sidewalks and Pathways											
	Hand Labor (Shovel/Snow Blower)	375	Hours	\$ 45.00	\$ 16,875.00	\$ 42.00	\$ 15,750.00	\$ 30.00	\$ 11,250.00	\$ 45.00	\$ 16,875.00
Delcer Material Applied											
	Rock Salt	650	50 lb Bag	\$ 10.50	\$ 6,825.00	\$ 40.00	\$ 26,000.00	\$ 28.00	\$ 18,200.00	\$ 12.00	\$ 7,800.00
TOTAL					\$ 127,950.00		\$ 157,250.00		\$ 181,850.00		\$ 187,800.00
Price Increase 20/21					2%		3%		3%		3%
Price Increase 21/22					2%		3%		3%		3%
As Read Price							\$ 144,250.00				\$ 168,300.00

Attachment B

Specifications and Price Proposal

CONTRACTUAL SNOW REMOVAL - SPECIAL PROVISION

1. Snow plowing and snow removal under this contract will be for the 2019-2020 and/or the 2020-2021 and 2021-2022 winter seasons. Extension of this contract into the additional seasons will be executed only upon mutual agreement between the Village and the contractor.
2. Snow plowing of designated parking lots will be performed when there is an accumulation of one (1) inch or more of snow. Snow will be pushed to the perimeter of the lots in such a manner as to avoid as much as possible the obstruction of parking stalls. Snow will not be piled in locations where it might obstruct sidewalks, pedestrian routes or fire hydrants.
3. Snow plowing/salting of all lots must be completed between the hours of 10:00 p.m. and 6:00a.m. During lengthy or heavy snow events, it may be necessary to plow the driving lanes of these lots at times other than those shown above. The need for this will be conveyed to the contractor by the Public Works representative. Contractor will apply rock salt immediately following plowing. Rock salt will be provided by the Village and available for pick up at the Streets & Utilities facility. Contractor is expected to perform a "post storm" follow up to ensure complete snow removal is accomplished after all parked cars have left the respective parking lots.
4. Snow removal from the noted sidewalks/paths at Village properties/buildings will be completed by hand using snow blower(s) or similar equipment (see attached sketch for locations). Sidewalk deicing materials will be provided by the contractor and applied by the contractor following sidewalk/paths snow removal per the awarded unit price and as directed by Village.
5. Recreation programs or special events at the Sports Complex (Lot 21) may necessitate plowing and hand removal of snow in these areas at any time of the day or evening. Coordination of plowing at the Sports Complex will be done through the Superintendent of Parks, Forestry and Grounds or the Director of Recreation or their designee.
6. Snow hauling, whether in parking lots or on downtown Village streets, will be performed upon the request of the Superintendent of Streets & Utilities or his representative. Hauling will be done between the hours of 10:00 p.m. and 6:00 a.m. within the twenty-four hour period following notification to do so. Snow will be hauled and deposited in a neat and efficient manner at a location as directed by the Public Works representative.
7. Snow plowing of Village streets and other Village owned parking lots (see supplemental parking lot list) may be required to assist Village forces in the event of a major winter storm. Such snow plowing will be performed upon notification from the Superintendent of Streets & Utilities or his representative. Plowing shall commence within four (4) hours after notification and shall be performed under the supervision of the Public Works representative.
8. Snow plowing of Village owned sidewalks and paths will be performed when a 1" accumulation of snow is present. Plowing shall commence within four (4) hours of 1" snow accumulation and shall be performed under the supervision of the Public Works/Park Maintenance representative. Contractor is expected to perform a "post storm" follow up to ensure complete snow removal is accomplished. This must be performed within a 24 hour period following the end of the storm.
9. All equipment operators shall be well trained, properly licensed, and shall operate their equipment and perform the work required in a safe and efficient manner. Operators shall comply with all Village codes and ordinances in the performance of this work. Equipment to be used shall be in a safe and fully operable condition at all times.
10. Contractor will be responsible for restoration or repair of any parkways or landscaping damaged during operations.

11. Equipment required for this work shall meet the following minimum sizes:

A.	Snow Plowing Parking Lots	<ul style="list-style-type: none"> • 4-wheel drive (4x4) with 8' plow and salt spreader
B.	Snow Removal and Hauling	<ul style="list-style-type: none"> • 2 Cubic Yard Front End Loader • Dump Truck(s) with 5 Yard Capacity Box Minimum • Skid Steer Loader as Required
C.	Snow Plowing Village Streets	<ul style="list-style-type: none"> • 1 Ton Dump Truck(s) with 8' Plow
D.	Snow Plowing Village Sidewalk and Paths	<ul style="list-style-type: none"> • 4-Wheel Drive (4x4) with V-Plow or Similar
E.	Hand Labor with Snow Blower(s) or Other Equipment to be Determined	<ul style="list-style-type: none"> • Snow Blower • Hand Shovels
F.	Deicer Materials for Sidewalks and Paths	<ul style="list-style-type: none"> • 50 # Bags

12. Invoices for plowing shall itemize the amount of the time spent by each vehicle at each parking lot (referencing the appropriate lot numbers), with unit prices therefore establishing a total cost per parking lot.

13. All Invoices shall be sent

To: The Village of Libertyville
 118 West Cook Avenue
 Libertyville, IL 60048

Separate invoices shall be supplied for snow removal on walks/paths and the Sports Complex and shall be itemized. Costs for snow loading/hauling and plowing of Village streets shall be invoiced separately and itemized on a per hour per vehicle basis.

These lists are based on past practice and may be altered or adjusted to suit the needs of the Village.

Parking lots to be plowed are listed below and shown on the attached maps.

Lot 1	West Commuter lot	approx. 295 spaces
Lot 10	American Legion - Lake St lot	approx. 49 spaces
Lot 15	Prairie Crossing Commuter lot	approx. 600 spaces
Lot 2	East Commuter lot	approx. 118 spaces
Lot 21	Libertyville Sports Complex	approx. 600 spaces
Lot 6	Commercial lot east of Milwaukee north of Cook	approx. 105 spaces

Sidewalks to be cleared refer to map (Central Business District Sidewalk/Common Area Snow Removal)

Street	From	To
Milwaukee Ave	North Village Limit	Greentree Pwy./Red Top Dr.
Newberry	Milwaukee	East edge of Lot 2
Lake St	Brainerd	Milwaukee –south side
Lake St	Lot 10	Milwaukee
Cook	Brainerd	First
Cook Park	Milw/Cook	See map
200 E Cook – Lot 9	Around building	See map
118 W. Cook – Lot 5	Around Building	See map
Sidewalk Area Abutting lots 3 and 5		See Map
Church	Brainerd	First
Milwaukee	Milwaukee	Lot 5: (4 sections of walk see map)
Milwaukee/Broadway	Rotary Park	See map
Brainerd	Civic Center Lot 8	Cook
Brainerd	Lot 3	Lot1
School St	Milwaukee	
School St.	Milwaukee	Parking lot entrance
Butterfield Rd.	Butterfield Lane	Park Ave
Park Ave.	Butterfield Rd.	N Dymond
Carter and Crane	Around Dean Larson Park	
Downtown Metra Station Sidewalk in front of building	No snow removal is to be performed on the train platform. See Map	

Paths located in village parks refer to maps

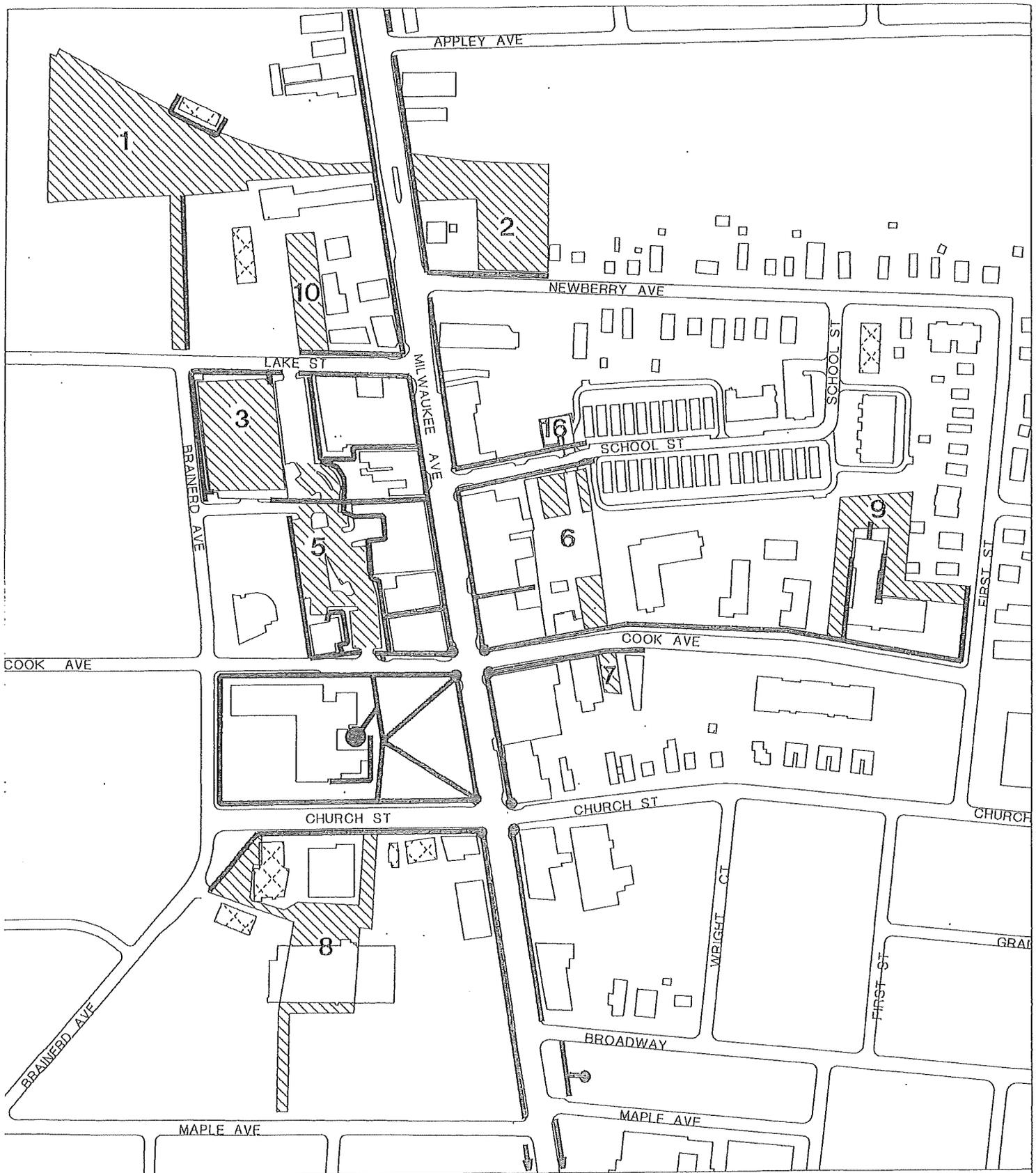
North Riverside Park	Riverside Dr./ Glendale	See map
Butler Lake Park	Lake St – around lake	See map
Gilbert Stiles Park	Cass	See map
Blueberry Park	Butler Lake Path	See map

Bidders are invited and encouraged to view the lots, paths and sidewalks prior to bidding.

Additional lots to be plowed in the event of a major winter storm

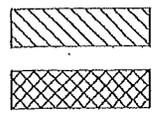
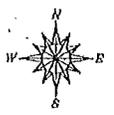
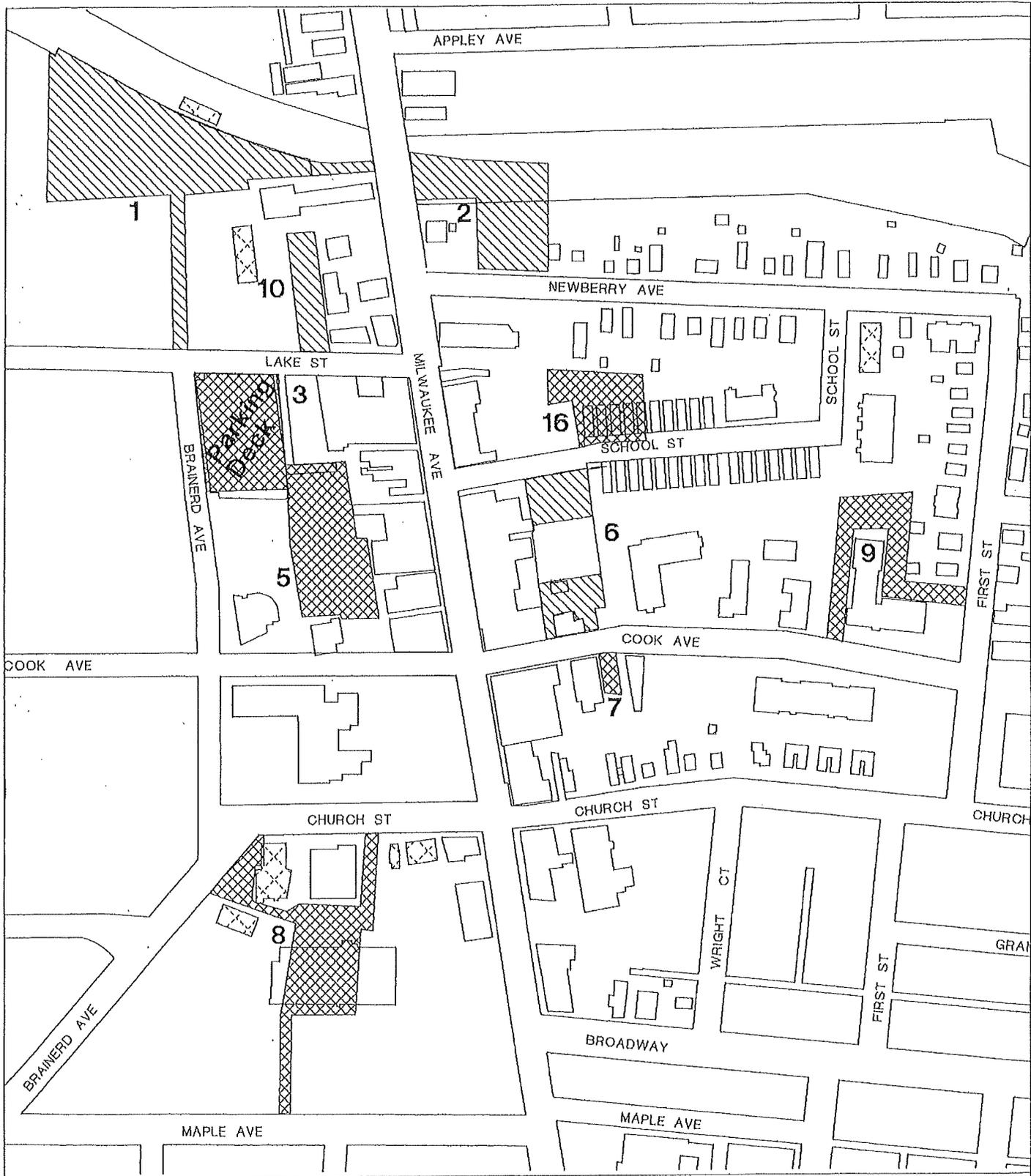
Plowing of these lots shall commence within four (4) hours after notification and shall be performed under the supervision of the Public Works Streets & Utilities Division and/or Parks Maintenance Division representative. This list is based on past practice and may be altered or adjusted to suit the needs of the Village.

Lot 5	West Cook Ave. lot (east and north of the Village Hall)	approx. 90 spaces
Lot 7	Lot east of 121 East Cook	approx. 12 spaces
Lot 8	Church St, Civic Center lot, 135 West Church	approx. 91 spaces
Lot 9	Schertz Municipal Building, 200 East Cook	approx. 60 spaces
Lot 11	Nicholas Dowden Park – north lot	approx. 24 spaces
Lot 12	Riverside Park – Country Club Dr. lots	approx. 34 spaces
Lot 13	Lake Street overflow at Butler Lake	approx. 40 spaces
Lot 14	Crawford Warming House at Butler Lake	approx. 47 spaces
Lot 16	School Street lot – north side	approx. 31 spaces
Lot 17	Adler Park toboggan hill lot (includes access road)	approx. 70 spaces
Lot 18	Adler Cultural Center (includes access road)	approx. 30 spaces
Lot 20	Butler Lake Park Band shell lot	approx. 24 spaces



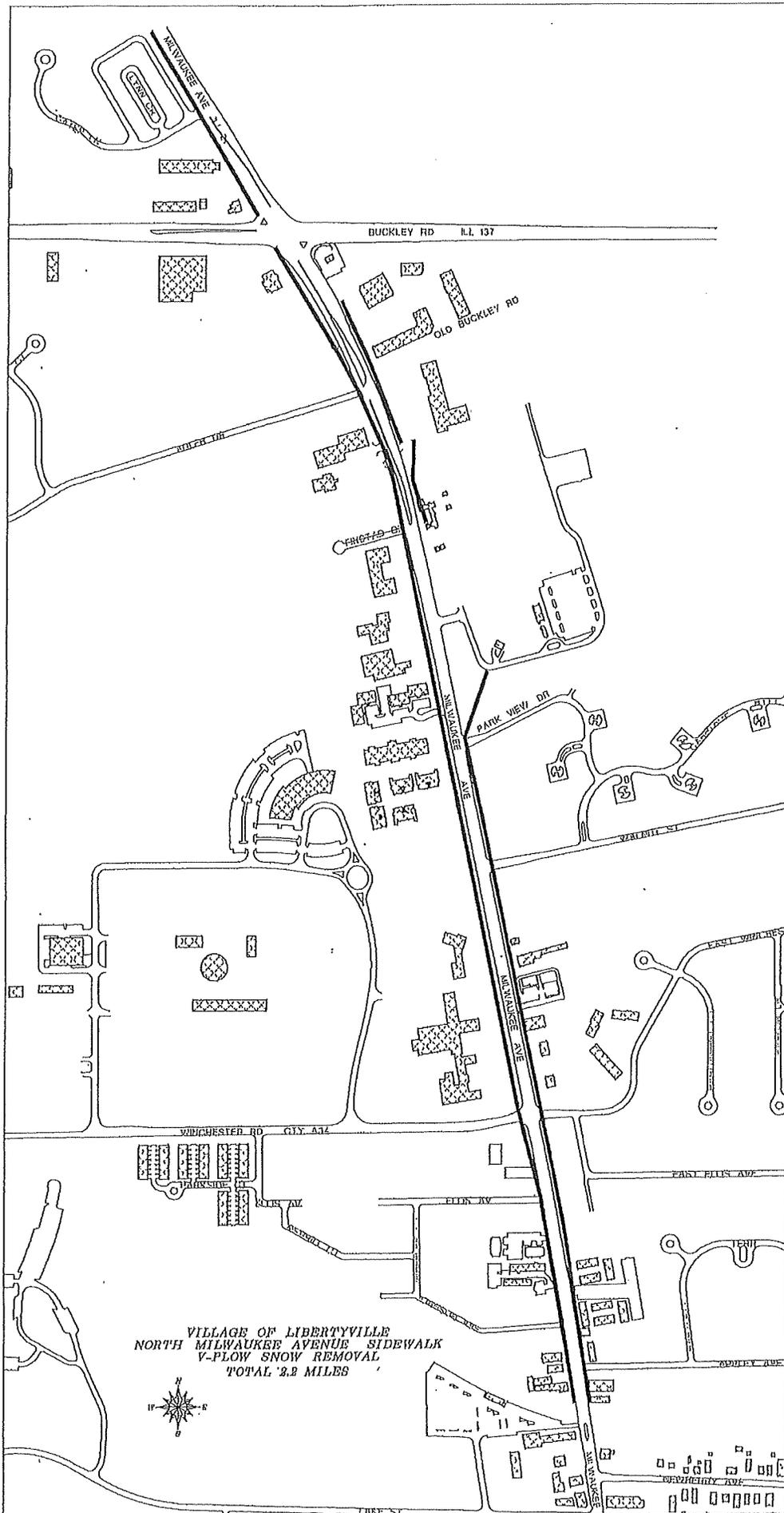
-  Sidewalks Cleaned by Village Contractor
-  Publicly Maintained Parking Lots

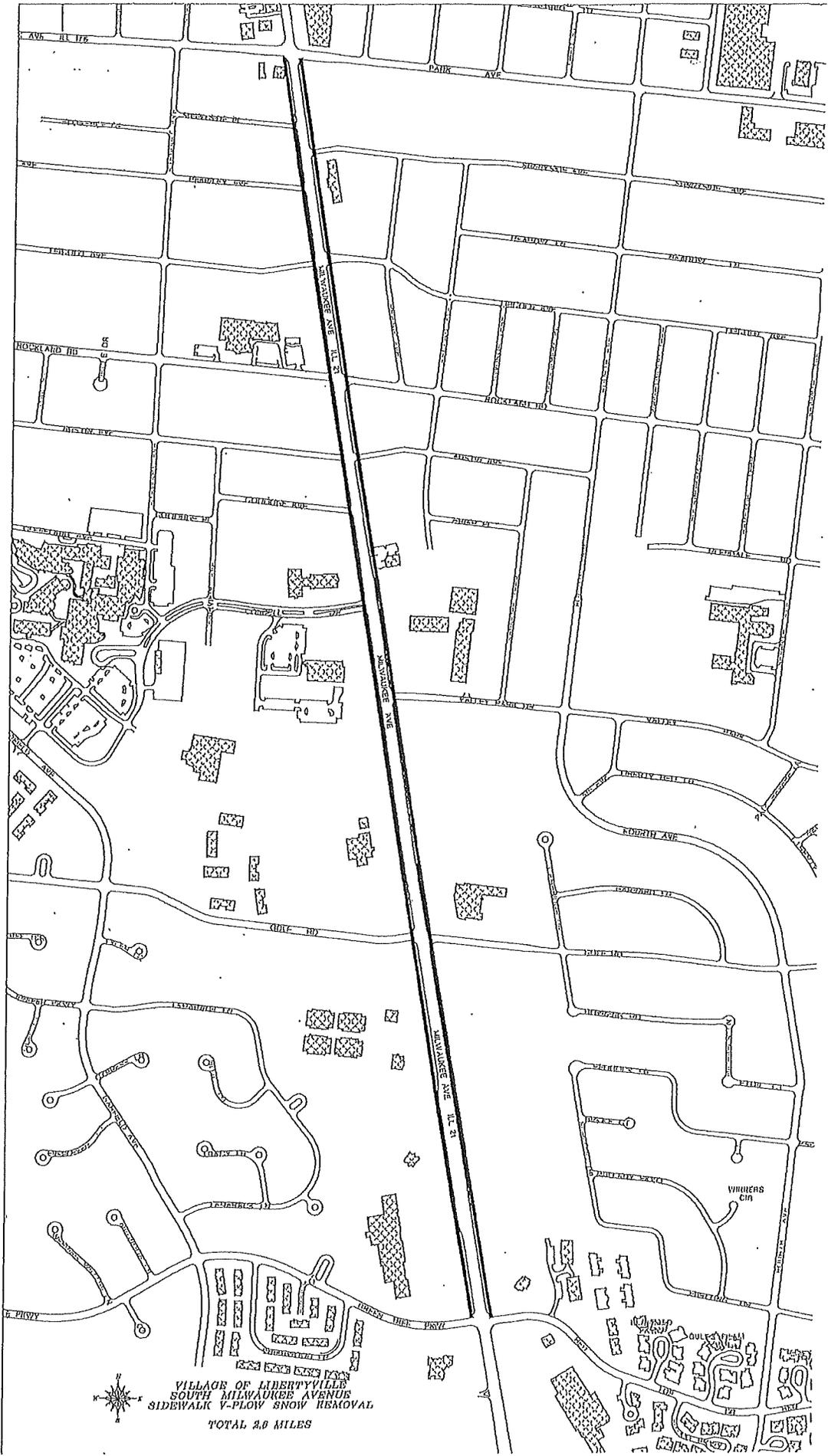
*Village of Libertyville
Central Business District
Sidewalk/Common Area
Snow Removal*



CONTRACT PLOWING
PUBLIC WORKS STAFF PLOWING

*Village of Libertyville
Snow Removal Assignments
For Parking Lots*





VILLAGE OF LIBERTYVILLE
 SOUTH MILWAUKEE AVENUE
 SIDEWALK V-PLow SNOW REMOVAL
 TOTAL 2.8 MILES



VILLAGE BOARD AGENDA SUPPLEMENT

- Meeting Date:** October 13, 2020
- Agenda Item:** Consideration of an Ordinance to Waive Competitive Bidding and Approve a Proposal from Peter Baker & Son Co. for Brick Paver Crosswalk Reconstruction Work
- Staff Recommendation:** Approve Ordinance
- Staff Contact:** Paul Kendzior, P.E., C.F.M., Director of Public Works
-

Background: The Village contacted Peter Baker & Son Co. for a proposal to reconstruct the concrete ribbon and asphalt approach for the brick paver crosswalk on Maple Avenue, just west of Milwaukee Avenue intersection. This work is required to allow for the replacement of the brick pavers in the crosswalk. In addition, this work will include additional pavement patching work to eliminate standing water at the intersection. This work is highly skilled and specialized. Peter Baker & Son Co. has previously performed this type of crosswalk work for the Village in the past within the central business district and we have been satisfied with their performance and they are familiar with the scope of work.

Staff recommends waiving the competitive bidding process and approval of the proposal submitted by Peter Baker & Son Co. in the amount of \$22,155.00 to complete the reconstruction of the concrete ribbon and asphalt approach work for the brick paver crosswalk on Maple Avenue. The Fiscal Year 2020/21 Annual Budget has \$35,000.00 allocated in the Project Fund (Act.# 40-0000-0-768) for this work.

Staff recommends approval of the attached Ordinance to waive the competitive bidding process and approve the proposal submitted by Peter Baker & Son Co. in the amount of \$22,155.00 for the reconstruction of the concrete ribbon and asphalt approach work for the brick paver crosswalk on west Maple Avenue. A super-majority vote is required to waive competitive bidding and therefore, five positive votes are required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 20-O-____

AN ORDINANCE WAIVING COMPETITIVE BIDDING AND
APPROVING A PROPOSAL FROM PETER BAKER & SON CO.
FOR BRICK PAVER CROSSWALK RECONSTRUCTION WORK

Adopted by the
President and Board of Trustees
Of
The Village of Libertyville
Lake County, Illinois
This ____ day of October, 2020.

Published in pamphlet form by direction
And authority of the Village of Libertyville
Lake County, Illinois
This ____ day of October, 2020.

ORDINANCE NO. 20-O-_____

AN ORDINANCE WAIVING COMPETITIVE BIDDING AND
APPROVING A PROPOSAL FROM PETER BAKER & SON CO.
FOR BRICK PAVER CROSSWALK RECONSTRUCTION WORK

WHEREAS, The Village of Libertyville contacted Peter Baker & Son Co. for a proposal to reconstruct the concrete ribbon and asphalt approach for the brick paver crosswalk on Maple Avenue, just west of the Milwaukee Avenue intersection; and

WHEREAS, this work is highly skilled and specialized, and Peter Baker & Son Co. has satisfactorily performed this type of work for the Village in the past within the central business district; and

WHEREAS, sufficient funding is available in the FY 2020/21 Annual Budget in the Project Fund (Act.# 40-0000-0-768) to reconstruct the concrete ribbon and asphalt approach for the brick paver crosswalk on Maple Avenue; and

WHEREAS, the Village desires to approve the proposal submitted by Peter Baker & Son Co. to reconstruct the concrete ribbon and asphalt approach of the brick paver crosswalk on Maple Avenue in the amount of \$22,155.00; and

WHEREAS, in order to approve the proposal submitted, the President and Board of Trustees have determined that it is appropriate to waive competitive bidding; and

WHEREAS, the President and Board of Trustees have determined that it will serve and be in the best interests of the Village to approve the proposal submitted by Peter Baker & Son Co. for the reconstruction of the concrete ribbon and asphalt approach of the brick paver crosswalk on Maple Avenue.

**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 facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2. WAIVER OF COMPETITIVE BIDDING. The advertising and bidding requirements for the reconstruction of the concrete ribbon and asphalt approach for the brick paver crosswalk on Maple Avenue, just west of the Milwaukee Avenue intersection are hereby waived.

SECTION 3. APPROVAL OF PROPOSAL. The proposal from and executed by Peter Baker & Son Co. is hereby approved in an amount not to exceed \$22,155.00, in substantially the form attached to this Ordinance as Exhibit A.

SECTION 4. EXECUTION OF PROPOSAL. The Village Administrator is hereby authorized and directed to execute on behalf of the Village, the proposal executed by Peter Baker & Son Co. attached hereto as Exhibit A.

SECTION 5. SEVERABILITY. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance are to remain in full force and effect, and are to be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 6. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this _____ day of October, 2020.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of October, 2020.

Terry L. Wepler, Village President

ATTEST:

Sally A. Kowal, Village Clerk

EXHIBIT A

Proposal executed by Peter Baker & Son Co.

Peter Baker & Son Co.

1349 Rockland Road
Lake Bluff, IL 60044

Established 1915
Lake Bluff • Lakemoor • Marengo • North Chicago

Phone: (847) 362-3663
Fax: (847) 362-0707

To: Village Of Libertyville	Contact:
Address: 200 E. Cook Ave. Libertyville, IL 60048	Phone: (847) 918-2100 Fax: (847) 918-9439
Project Name: VILLAGE OF LIBERTYVILLE WEST MAPLE ST CROSSWALK REPLACEMENT	Bid Number: 20348
Project Location: LIBERTYVILLE, IL	Bid Date: 9/21/2020

We are pleased to submit these prices for your consideration.

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	HMA FULL DEPTH PATCH 10"	60.00	SY	\$189.00	\$11,340.00
2	HMA SURFACE REMOVAL & REPLACEMENT 2"	55.00	SY	\$78.00	\$4,290.00
3	PCC BASE COURSE AND INTEGRAL RIBBON CROSSWALK	50.00	SY	\$115.50	\$5,775.00
4	TRAFFIC CONTROL & PROTECTION	1.00	LS	\$750.00	\$750.00

Total Bid Price: \$22,155.00

Notes:

- Taxes are not included.
- Any and all Construction Layout, Licenses, Bonds, Permits and Fees are to be provided by others.
- Peter Baker & Son Company utilizes all union operating engineers, laborers and teamsters.
- Bituminous QC Testing is included for our work only.
- Prices good for work completed by November 20, 2020. For any work completed after this date, we reserve the right to renegotiate the above prices.
- If this proposal is not accepted within 20 days of the proposal date, then all prices may be void and subject to change.
- No pay item may be deleted without our approval. Quote is based on performing all work unless otherwise noted.
- HMA work includes full depth removal as indicated on supplied drawing from 9/18/20. 8" binder placement approximately 3' along the outside of the excavation area with crushed concrete replacement in the middle. A butt joint will be milled on the West side of the full depth patch. 2" of surface will cover everything. Sawcutting and prime is included.
- Concrete work includes sawcutting the HMA and removing the gravel for the placement of the PCC base course and integral ribbon crosswalk.
- Traffic control includes type III barricades on both sides of the crosswalk and at Stewart, RCA's, and sidewalk closed signs.
- 3/4" HMA setting bed, brick pavers, and striping by others.

Payment Terms:

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Peter Baker And Son Co.</p> <p style="text-align: right;"></p> <p>Authorized Signature:</p> <p>Estimator: John Dosemagen (224) 424-4296 jdosemagen@peterbaker.com</p>
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VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: Consideration of an Ordinance Amending the 2020-2021 Village Budget

Staff Recommendation: Adopt Ordinance

Staff Contact: Nicholas A. Mostardo, Director of Finance

Background: The Village operates under the Budget Officer system as described in the Illinois Municipal Code. This system incorporates the ability of the Village Board to make amendments to a previously approved annual budget.

The Village's originally adopted FY 2020-2021 budget was reviewed and approved right as the COVID-19 pandemic began in the United States. After several months of monitoring the national, state, and local economy, the Village Board Committee of the Whole/Finance Committee directed staff to prepare a budget amendment reflecting the downturn in revenues caused by the economic impacts of COVID-19. This is a necessary exercise to ensure that the Village's operating funds remain at or above their fund balance policy amounts.

The attached budget amendment was reviewed by the Committee of the Whole/Finance Committee on September 22nd and October 13th and subsequently recommended for approval.

Staff recommends that the Village Board adopt the attached ordinance. Per State statute, a two-thirds vote of the Board is required for approval.

VILLAGE OF LIBERTYVILLE

ORDINANCE NO. 20-O-

AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2020-2021 FOR THE VILLAGE OF LIBERTYVILLE, COUNTY OF LAKE, STATE OF ILLINOIS FOR ALL CORPORATE PURPOSES, IN LIEU OF AN ANNUAL APPROPRIATION ORDINANCE, FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF MAY 2020 AND ENDING ON THE THIRTIETH DAY OF APRIL 2021

WHEREAS, on April 14, 2020, the Annual Budget for Fiscal Year 2020-2021 was adopted and approved by Ordinance 20-O-26, in accordance with the Budget Officer System adopted by Libertyville Ordinance No. 91-0-67; and

WHEREAS, it has been determined that certain revisions to the Annual Budget for Fiscal Year 2020-2021 are necessary to adjust as a result of the COVID-19 pandemic which were not anticipated at the time that the Annual Budget for Fiscal Year 2020-2021 was adopted, and

WHEREAS, 65 ILCS 5/8-2-9.6 permits the corporate authorities of the Village of Libertyville to make such revisions to the Annual Budget for Fiscal Year 2020-2021 upon a two-thirds vote of the corporate authorities.

WHEREAS, the President and Board of Trustees believe it is in the best interest of the Village of Libertyville to revise the Annual Budget for Fiscal Year 2020-2021 to reflect such budget adjustments, as set forth in this ordinance;

WHEREAS, all of the adjustments to the Annual Budget for Fiscal Year 2020-2021, contemplated by this ordinance contain sufficient funds to effectuate the purpose of the proposed revisions.

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: The foregoing recitals are incorporated herein and by this reference

made a part hereof as findings of the President and Board of Trustees of the Village of Libertyville as if fully set forth.

SECTION TWO: The Budget for all corporate purposes of the Village of Libertyville, County of Lake, State of Illinois, for the fiscal year commencing on the first day of May 2020 and ending on the thirtieth day of April 2021, as presented to the President and Board of Trustees of the Village of Libertyville on April 14, 2020, is hereby amended and revised and incorporated herein by this reference and made a part hereof and is hereby adopted.

SECTION THREE: Pursuant to Section 8-2-9.6 of the Illinois Municipal Code, (65 ILCS 5/8-2-9.4), the original budget shall be and hereby is amended and adopted in lieu of the adoption of an annual appropriation ordinance, and the following amounts set forth the total amount of the appropriations budgeted for in the Budget adopted hereby for the various corporate purposes of the Village of Libertyville, County of Lake, State of Illinois:

	Original Budget	Amended Budget
For Corporate Fund:		
Administration	\$1,341,868	\$1,205,575
Engineering	\$605,798	\$538,328
Community Development	\$2,290,680	\$2,334,771
Police	\$9,143,553	\$8,990,919
Emergency Management Agency	\$6,820	\$81,820
Swimming Pool Operations	\$434,574	\$35,190
Senior Programs	\$64,260	\$53,260
Public Buildings	\$151,555	\$141,821
Legislative Boards	\$111,574	\$111,574
Central Business District Parking	\$155,905	\$155,905
Legal	\$402,500	\$402,500
Community Organizations	\$223,900	\$223,900
Capital Transfers	\$1,925,000	\$600,000
Subtotal	\$16,857,987	\$14,875,563
For Fire Protection:		
Ambulance	\$5,499,590	\$5,370,734
Fire Protection	\$2,961,317	\$2,891,933
Subtotal Fire Protection	\$8,460,907	\$8,262,667

For Highways & Bridges:		
Maintenance	\$1,521,704	\$1,452,384
Snow Removal & Ice Control	\$396,387	\$385,201
Refuse & Recycling	\$91,584	\$90,584
Subtotal Highways & Bridges	\$2,009,675	\$1,928,169
For Public Parks	\$1,540,373	\$1,458,046
For Recreation System	\$2,256,701	\$2,276,413
<u>Total Corporate Fund</u>	<u>\$31,125,643</u>	<u>\$28,800,858</u>
For Motor Fuel Tax Fund	\$1,511,900	\$1,511,900
For Commuter Parking Fund	\$443,884	\$323,823
For Non-Home Rule Sales Tax Fund	\$0	\$708,326
For Tax Increment Financing Fund	\$4,103,037	\$4,103,037
For Fire Fund	\$9,000	\$9,000
For Foreign Fire Insurance Fund	\$45,000	\$45,000
For Water & Sanitary Sewer Utility Fund	\$10,943,458	\$10,658,410
For Stormwater Sewer Fund	\$2,910,370	\$2,956,678
For Liberty Sports Complex Fund	\$3,665,568	\$1,868,078
For Special Service Area Funds:		
Timber Creek SSA	\$21,140	\$21,140
Concord at Interlaken SSA	\$23,040	\$23,040
<u>Total Special Service Area Funds</u>	<u>\$44,180</u>	<u>\$44,180</u>
For Hotel/Motel Tax Fund	\$476,547	\$355,454
For Bonded Indebtedness - General	\$1,699,086	\$1,699,086

For Capital Improvement Funds:

Project Fund	\$1,297,000	\$1,299,500
Impact Fee Fund	\$50,000	\$50,000
Park Improvement Fund	\$483,800	\$423,800
Public Building Improvement Fund	\$436,473	\$436,473
<u>Total Capital Improvement Funds</u>	<u>\$2,267,273</u>	<u>\$2,209,773</u>

For Internal Service Funds:

Fleet Services & Replacement	\$2,265,529	\$2,200,927
Technology Equipment	\$793,629	\$715,525
<u>Total Internal Service Funds</u>	<u>\$3,059,158</u>	<u>\$2,916,452</u>

Total 2019-2020 Municipal Budget **\$62,304,104** **\$58,210,055**

SECTION FOUR: The Village Clerk shall be, and hereby is, authorized and directed to file a certified copy of this ordinance, together with a full and complete copy of the Amended Budget hereby adopted, with the County Clerk of Lake County within 30 days following the adoption of this ordinance. This ordinance shall be in full force and effect upon passage and approval and publication in pamphlet form as required by law.

PASSED this 13th day of October, 2020.

AYES:

NAYS:

ABSENT:

APPROVED this 14th day of October, 2020.

Terry L. Wepler, Village President

ATTEST:

Sally A. Kowal, Village Clerk



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: October 13, 2020

Agenda Item: Consideration of a Resolution Approving the Appointment of Elrod Friedman LLP as Village Legal Counsel

Staff Recommendation: Adopt Resolution

Staff Contact: Kelly A. Amidei, Village Administrator

Background: The Village issued a legal services RFQ on June 19, 2020 and nine (9) firms subsequently submitted their qualifications. Following the selection committee review (consisting of Mayor Weppler, Senior Trustee Johnson, Administrator Amidei, Director of Community Development Spoden and Finance Director Mostardo), four (4) firms were selected for interviews.

At the conclusion of the interviews, the selection committee unanimously recommended Elrod & Friedman LLP be chosen as the Village's Corporate Counsel upon the approval of the attached resolution. Elrod & Friedman provides the most municipal resources, numerous municipal experts, and value for the Village at this time.

Staff recommends that the Village Board approve the attached resolution and authorize the Mayor to execute the engagement letter.

RESOLUTION 20-R- _____

A RESOLUTION APPROVING THE APPOINTMENT OF
ELROD FRIEDMAN LLP AS VILLAGE LEGAL COUNSEL

WHEREAS, on June 19, 2020, the Village issued a request for qualifications for the provision of legal services to the Village (“RFQ”); and

WHEREAS, the Village received nine responses to the RFQ; and

WHEREAS, after review and consideration of the responses received, the Village has determined that the proposal submitted by Elrod Friedman LLP (“Elrod Friedman”) is the most appropriate for the provision of legal services to the Village; and

WHEREAS, in accordance with Section 2-96 of the “Libertyville, Illinois Village Code,” as amended (“Village Code”), the Village President and Board of Trustees desire to engage Elrod Friedman as the Village Legal Counsel, under the terms and conditions set forth in the Elrod Friedman LLP engagement letter attached to this Resolution as Exhibit A (“Engagement Letter”); and

WHEREAS, the President and Board of Trustees have determined that it will serve and be in the best interests of the Village and its residents to appoint Elrod Friedman as Village Legal Counsel and to approve the Engagement Letter; and

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. Recitals. The foregoing recitals attached hereto are hereby incorporated herein as fully set forth.

Section 2. Appointment of Legal Counsel; Approval of Engagement Letter. In accordance with and pursuant to Section 2-96 of the Village Code, the Village of Libertyville Board of Trustees hereby appoints Elrod Friedman as Village Legal Counsel, and approves the Engagement Letter.

Section 3. Execution of Engagement Letter. The Board of Trustees hereby authorize and direct the Village President to execute, on behalf of the Village, the Engagement Letter.

Section 4. Effective Date. This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this 13th day of October, 2020.

AYES:

NAYS:

ABSENT:

APPROVED this 13th day of October, 2020.

Terry L. Wepler, Village President

ATTEST:

Sally Kowal, Village Clerk

EXHIBIT A

ENGAGEMENT LETTER

Hart M. Passman
312.528.5193
hart.passman@elrodfriedman.com

October 6, 2020

Mayor Terry Weppler
and Board of Trustees
Village of Libertyville
118 West Cook Street
Libertyville, IL 60048

Re: Elrod Friedman LLP Engagement

Dear Mayor and Board of Trustees:

Thank you for retaining Elrod Friedman LLP to represent the Village of Libertyville as its Village Attorney. The scope of our engagement is to provide general counsel legal services to the Village, which includes all legal matters with which the Village is involved with the following specific exceptions, unless otherwise subsequently determined by the Village: prosecution services, Administrative Adjudication, intellectual property law, labor law and collective bargaining, environmental law, and workers compensation law.

We look forward to serving the Village. The engagement of Elrod Friedman LLP will be effective only upon approval of a resolution authorizing the engagement adopted by the Mayor and Board of Trustees.

The purpose of this letter is to provide you certain information concerning our fees, billing and collection policies, and other terms that will govern our relationship. Attached to this letter are our firm's standard terms of engagement. Please review these and let me know if you have any questions concerning our policies.

If the terms described above and in the attached terms of engagement are satisfactory, please so indicate by signing and returning the enclosed copy of this letter.

Sincerely,



Hart M. Passman

Approved this ____ day of _____, 2020.

VILLAGE OF LIBERTYVILLE

By: _____
Its: Mayor

ELROD FRIEDMAN LLP

TERMS OF ENGAGEMENT

We appreciate your decision to retain Elrod Friedman LLP as your legal counsel.

Our engagement and the services that we will provide to you are limited to the matter identified in the accompanying letter. Any changes in the scope of our representation as described in the letter must be approved in writing. We will provide services of a strictly legal nature related to the matters described in that letter. You will provide us with the factual information and materials we require to perform the services identified in the letter, and you will make such business or technical decisions and determinations as are appropriate. You will not rely on us for business, investment, or accounting decisions, or expect us to investigate the character or credit of persons or entities with whom you may be dealing, unless otherwise specified in the letter.

We cannot guarantee the outcome of any matter. Any expression of our professional judgment regarding your matter or the potential outcome is, of course, limited by our knowledge of the facts and based on the law at the time of expression. It is also subject to any unknown or uncertain factors or conditions beyond our control.

Confidentiality and Related Matters

As a matter of professional responsibility, we are required to hold confidential all information relating to the representation of our clients, subject to certain exceptions that we will discuss with you. This professional obligation and the legal privilege for attorney-client communications exist to encourage candid and complete communication between a client and his lawyer. We can perform truly beneficial services for a client only if we are aware of all information that might be relevant to our representation. Consequently, we trust that our attorney-client relationship with you will be based on mutual confidence and unrestrained communication that will facilitate our proper representation of you.

Additionally, you should be aware that, in instances in which we represent a corporation or other entity, our client relationship is with the entity and not with its individual executives, shareholders, directors, members, managers, partners, or persons in similar positions, or with its parent, subsidiaries, or other affiliates. In those cases, our professional responsibilities are owed only to that entity, alone, and no conflict of interest will be asserted by you because we represent persons with respect to interests that are adverse to individual persons or business organizations who have a relationship with you.

The firm attempts to achieve efficiencies and savings for its clients by managing the firm's administrative operations (e.g., file storage, document duplication, word processing, accounting/billing) in the most efficient manner possible, including outsourcing certain functions to third parties. Outsourcing in this manner may require the firm to allow access by third parties to your confidential information, and in some cases, these third parties may be located outside the United States. The firm will follow applicable legal ethics rules with regard to such outsourcing and protection of confidential information.

Of course, as a governmental entity, the Village is subject to various "sunshine" laws, such as the Freedom of Information Act and the Open Meetings Act, which require certain information and activities to be accessible to the public. To the extent that we obtain any information from the Village or its officers, officials, and employees that is not subject to disclosure under applicable laws or that is not otherwise obtained in a public forum, we will treat such matters as confidential. On the other hand, if we obtain information in the course of our representation of the Village and

such information would be obtainable under applicable law by members of the public, such information would not be confidential and could be disclosed to others. We will, of course, adhere to these same information disclosure principles with our other governmental and private sector clients.

Legal Fees

Our fees for services will be determined as described in the following paragraphs.

We will perform our services to the Village on a straight hourly basis. The calendar year 2020 hourly rate of our attorneys who are available to render services to the Village are included as Attachment A to these Terms of Engagement. These rates represent a substantial discount from our standard hourly rates and are reserved only to our governmental clients for whom we serve as general counsel. The billing rates will be evaluated for adjustment by our firm annually. You will be notified of any hourly rate and retainer adjustment in January of each calendar year. Billing rate adjustments will be effective on January 1 of each calendar year; however, we have agreed that the 2020 hourly rates will remain in effect for the Village through December 31, 2021.

We have also agreed to perform certain legal services on a retainer basis. The terms and conditions of the retainer are set forth in Attachment B to these Terms of Engagement.

Disbursements

In addition to legal fees, our statements will include out-of-pocket expenses that we have advanced on your behalf. Advanced expenses generally will include, but are not limited to, such items as travel, postage, filing, recording, outsourced photocopying, certification, and registration fees charged by governmental bodies.

During the course of our representation, it may be appropriate to hire third parties to provide services on your behalf. These services may include such things as consulting or testifying experts, investigators, providers of computerized litigation support, and court reporters. Because of the legal "work product" protection afforded to services that an attorney requests from third parties, in certain situations our firm may assume responsibility for retaining the appropriate service providers. Even if we do so, however, you will be responsible for paying all fees and expenses directly to the service providers or reimbursing us for these expenses.

Billing

We bill periodically throughout the engagement for a particular matter, and our periodic statements are due when rendered. If our fees are based primarily on the amount of our time devoted to the matter, our statements will be rendered monthly. In instances in which we represent more than one person with respect to a matter, each person that we represent is jointly and severally liable for our fees and expenses with respect to the representation. Our statements contain a concise summary of each matter for which legal services are rendered and a fee is charged.

It is the firm's policy that if an invoice remains unpaid for more than 120 days, absent extraordinary circumstances and subject to legal ethics constraints, we have the right to withdraw from this engagement, and you hereby authorize us to withdraw from all representation of you. Any unapplied deposits will be applied to outstanding balances.

Payment of our fees and costs is not contingent on the ultimate outcome of our representation, unless we have expressly agreed in writing to a contingent fee.

Questions About Our Bills

We invite you to discuss freely with us any questions that you have concerning a fee charged for any matter. We want our clients to be satisfied with both the quality of our services and the reasonableness of the fees that we charge for those services. We will attempt to provide as much billing information as you require and in such customary form that you desire, and are willing to discuss with you any of the various billing formats we have available that best suits your needs.

Relationships with Other Clients

During our engagement, we may be asked to represent a client with respect to interests that are adverse to yours. The ethics that govern us permit us to accept such multiple representations, assuming certain conditions are met, as set forth below.

During the term of this engagement, we will not accept representation of another client to pursue interests that are directly adverse to your interests unless and until we make full disclosure to you of all the relevant facts, circumstances, and implications of our undertaking the two representations, and confirm to you in good faith that we have done so and that the following criteria are met: (i) there is no substantial relationship between any matter in which we are representing or have represented you and the matter for the other client; (ii) any confidential information that we have received from you will not be available to the lawyers and other Elrod Friedman LLP personnel involved in the representation of the other client; (iii) our effective representation of you and the discharge of our professional responsibilities to you will not be prejudiced by our representation of the other client; and (iv) the other client has also consented in writing based on our full disclosure of the relevant facts, circumstances, and implications of our undertaking the two representations. If the foregoing conditions are satisfied, we may undertake the adverse representation and all conflict issues will be deemed to have been resolved or waived by you.

By making this agreement, we are establishing the criteria that will govern the exercise of your right under applicable ethical rules to object to our representation of another client whose interests are adverse to yours. If you contest in good faith the facts underlying our confirmation to you that the specified criteria have been met, then we will have the burden of reasonably supporting those facts.

Termination

Upon completion or termination of our engagement, the attorney-client relationship will end unless you and we have expressly agreed to a continuation with respect to other matters. We hope, of course, that such a continuation will be the case. The representation is terminable at will by either of us. The termination of the representation will not terminate your obligation to pay fees and expenses incurred prior to the termination and for any services rendered or disbursements required to implement the transition to new counsel.

* * * * *

Your agreement to this engagement constitutes your acceptance of the foregoing terms and conditions. If any of them are unacceptable to you, please advise us now so that we can resolve any differences and proceed with a clear, complete, and consistent understanding of our relationship.

ATTACHMENT A
ELROD FRIEDMAN LLP
Billing Rates Effective through December 31, 2020*
Attorneys Available to Serve
Village of Libertyville

	Government Discounted Rate	Special Government Discounted Rate**	Email
Partners:			
Elrod, Steven M.	375	500	steven.elrod@elrodfriedman.com
Friedman, Peter M.	375	500	peter.friedman@elrodfriedman.com
Burkland, Mark E.	355	500	mark.burkland@elrodfriedman.com
Passman, Hart M.	355	470	hart.passman@elrodfriedman.com
Schuster, Benjamin L.	280	430	benjamin.schuster@elrodfriedman.com
Non-Partners:			
Cawley, Megan R.	220	360	megan.cawley@elrodfriedman.com
Fiske, Andrew N.	285	435	andrew.fiske@elrodfriedman.com
Lenneman, Brooke D.	255	375	brooke.lenneman@elrodfriedman.com
Monteleone, Jeffrey N.	225	360	jeffrey.monteleone@elrodfriedman.com
Weiss, Stewart J.	275	400	stewart.weiss@elrodfriedman.com
Paralegals/Assistants:			
McDermott, Kevin	200	325	kevin.mcdermott@elrodfriedman.com

Retainer	
Monthly General Retainer:	\$6,000.00

* Per agreement, the billing rates in this chart will remain in effect until December 31, 2021. After that date, billing rates will be adjusted annually, but in no event shall the annual rates increase by an amount that is more than the Consumer Price Index for All Urban Consumers (CXPI-U) in the Chicago area or 2%, whichever is less, in the second, third, and fourth years of this engagement.

** The Special Government Rate is generally used for matters for which the Village is required to receive reimbursement of legal fees from third party applicants (e.g. applicants for zoning relief).

ATTACHMENT B

RETAINER AND NON-RETAINER ARRANGEMENT FOR LIBERTYVILLE

This Attachment describes the mechanics of the retainer arrangement for the billing of certain portions of the legal services that our law firm provides to the Village.

A. Retainer Amount. The amount of the monthly retainer is set forth on the chart attached as Attachment A. The retainer amount is reviewed and adjusted annually on January 1 of each calendar year. However, we will not adjust it on January 1, 2021 because we have agreed to review the retainer arrangement six months after the effective date of this engagement to ensure that it is working fairly for both the Village and our firm, and to determine at that time whether any adjustments are necessary. If we both determine that no adjustment is necessary, then the monthly retainer amount shall remain in effect until December 31, 2021. Our law firm will provide the Village with the documentation that we have in our files to assist in making the six month evaluation.

B. Matters Covered by the Retainer (“Retainer Matters”). Below is a list of the “General Matters” that are included in the Retainer:

1. Representing the Village in all general corporate legal matters; and ensuring Village compliance with the requirements of FOIA and the Open Meetings Act (except for challenges before the PAC or litigation in court), Village Code interpretations, gift ban, ethics, and conflict of interest laws, parliamentary procedures, and financial matters.
2. Advising elected and appointed officials, and Village staff, on legal matters affecting the Village, including preparing routine written legal opinions at the request of the Mayor, or the Village Administrator; and including responding to routine phone calls, emails, and correspondence.
3. Preparing routine ordinances and resolutions (including, for example, Village-initiated minor refinements of existing provisions of the Village Code; but not including, for example, major rewrites to portions of the Village Code).
4. Attending two meetings per month of the Village Board and the Committee of the Whole (including closed session portions of meetings). Attendance by any other attorney will also be covered as a Retainer Matter.
5. Attending up to two meetings per month of the Planning & Zoning Board of Appeals, as needed (provided that portions of the meeting may not be covered as a Retainer Matter, as contemplated in Section C.5 below)
6. Reviewing, in advance, the agendas for all regular meetings of the Village Board, the Committee of the Whole, and the Planning & Zoning Board of Appeals.
7. Reviewing routine public works contract documents and bid packages, and routine change orders.
8. Keeping the Village's elected and appointed officials, Village Administrator and staff regularly apprised of local, state, or federal litigation that will or may affect Village operations.

9. Advising on routine alcoholic beverage licensing matters, but excluding disciplinary matters.
10. Advising on routine election issues, but excluding election challenges.
11. Advising on routine parks and recreation matters.
12. Advising on Village-initiated referenda and associated administrative tasks.
13. Providing periodic training sessions for elected and appointed officials, and providing orientation training for each newly elected official.

C. Matters Not Covered by Retainer (“*Non-Retainer Matters*”). Non-Retainer Matters are listed below:

1. Legal services related to litigation, when (a) an action has actually been filed and the Village is or is likely to be substantially involved, (b) litigation by or against the Village is probable or imminent, or (c) it is contemplated that the Village will be a party to litigation.
2. Bond Issues (acting as Issuer’s Counsel), which are billed at a pre-determined, flat rate.
3. Special Financing projects and development incentives, including Special Service Areas, Special Assessments, Tax Increment Financing, Business Districts, County Tax Assessment programs, Sales Tax Rebates, and state and federal grants.
4. Attending meetings of subsidiary boards and commissions other than the Planning & Zoning Board of Appeals.
5. Special use permits, planned developments, variations, and subdivisions, including, without limitation, private zoning and other development applications such as specific dockets and petitions seeking planning, subdivision, or zoning relief for which the Village is required to receive reimbursement of legal fees from third party applicants (fees for these matters will be billed at our firm’s special government discounted rates).
6. Preparing non-routine, major, or comprehensive amendments or re-writes to all or parts of the Village Code or zoning regulations.
7. Franchise agreement negotiations and drafting.
8. Real estate matters, including sales and acquisitions, easements, and licenses.
9. Intergovernmental agreements.
10. Special projects assigned by the Mayor, the Village Administrator, or the Village Board.
11. Any matters not included under Retainer Matters.

D. Invoicing - Retainer Matters. The monthly retainer amount will be billed to, and paid by, the Village regardless of the amount of retainer-related work actually performed by our firm during that month. It is anticipated that in some months, the dollar value of the work performed by us may exceed the monthly retainer amount; and in some months, the dollar value of the work may be less than the monthly retainer amount. The invoice that the Village receives from our firm each month will simply state the agreed monthly retainer amount for the services rendered. No further detailed information will be provided with the monthly bill. At the end of each Village fiscal year, we will, upon request, make available to you information necessary to

determine whether the retainer resulted in fair treatment for both the Village and our firm, and whether a future adjustment in the retainer amount is necessary. However, no refund or additional payment will be expected or required.

E. Invoicing - Non-Retainer Matters. The Non-Retainer matters will be billed at the applicable hourly rates for the attorneys involved, which in all cases will be our discounted government rates or our special government rates. The Village will receive a detailed monthly invoice for each Non-Retainer Matter. Our statements will show what specific tasks were performed, which attorney or paralegal performed each task, and the exact amount of time (in 1/10th hour increments) devoted to each task by each attorney or paralegal.

Other Key Aspects of Our Engagement and Cost Savings.

In addition to the retainer program set forth in this Attachment, we want to highlight certain elements of our representation of local government clients that we believe will helpful for the Village of Libertyville.

A. Transition Time. As we noted in our response to the Village's RFP, it is our firm policy not to bill for general time spent working with your staff and current Village Attorney in transitioning into our role as your new Village Attorney.

B. Travel Time; Expenses. We bill only for "gavel-to-gavel" time spent at Village meetings. We do not bill for time spent traveling to and from the Village Hall. Likewise, we would never impose any additional charge for routine out-of-pocket expenses related to General Matters, such as mileage and tolls for traveling to Village Board meetings at the Village Hall.

C. Joint Projects. On a regular basis we do work for one of our local government clients that can be applied and utilized by our other clients. Often, our local governments must enact new ordinances or implement new programs or procedures to comply with new or amended statutes or new court decisions. We have taken these situations as opportunities to provide real costs savings for our clients by dividing our fees between and among our many, similarly situated, government clients. We will not undertake this work for the Village without advance authorization.

We create standard or template forms for the required ordinances or regulations and then provide them to all of our participating local governments. The cost is then divided among all of these clients, thus significantly reducing their respective fees when compared to what the fees would have been had the work been on a client-by-client basis. While some tailoring to each government is often needed, our clients regularly take advantage of this cost saving opportunity. Recently, we have done this type of joint project relating to (i) creation of new FOIA forms and regulations, (ii) creation of ethics codes, (iii) animal control regulations, (iv) liquor control regulations, and (v) COVID-related orders and regulations.

D. General Counsel Benefits. We will provide to the Village all of the benefits available to our general counsel local government clients, such as training and educational seminars on new developments in local government law (ordinarily, free of charge), significantly discounted compliance packages such as FOIA training and forms, and free "brainstorming" among our local government practice group on specific legal questions at our weekly practice group lunches and breakfasts.