



**AGENDA**  
**REGULAR VILLAGE BOARD MEETING**  
**Village Hall - Public Meeting Room**  
**Monday, April 11, 2016 – 7:00 p.m.**

*Reasonable accommodations/auxiliary aids will be provided to enable persons with disabilities to effectively participate in any public meetings of the Board. Please contact the Village Administrative Office (847.883.8600) 48 hours in advance if you need special accommodations to attend. Regular Village Board Meetings will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Trustees to do so.*

**CALL TO ORDER**

**1.0 ROLL CALL**

**2.0 APPROVAL OF MINUTES**

2.1 Approval of the April 4, 2016 Regular Village Board Meeting Minutes

**3.0 REPORTS OF OFFICERS**

3.1 Mayor's Report

3.11 Proclamation Recognizing Friday, April 29, 2016 as Arbor Day in the Village of Lincolnshire

3.2 Village Clerk's Report

3.3 Village Treasurer's Report

3.31 Revenues and Expenditures for the Month of March, 2016

3.4 Village Manager's Report

**4.0 PAYMENT OF BILLS**

4.1 Bills Presented for Payment on April 11, 2016 in the amount of \$95,269.68

**5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on agenda items only)**

**6.0 PETITIONS AND COMMUNICATIONS**

**7.0 CONSENT AGENDA**

*Items on the Consent Agenda will be approved by one motion. If a Trustee wishes to discuss any item, it will be pulled from the Consent Agenda and discussed under "Unfinished Business".*

7.1 Approval of a Resolution Reallocating 2016 Volume Cap to the Village of Buffalo Grove, Illinois (Village of Lincolnshire)

7.2 Approval of a Contract with Standard Fencing Co., Inc. for Balzer Park Tennis Court Replacement in an Amount not to Exceed \$39,255 (Village of Lincolnshire)

7.3 Approval of Engagement Letter with Liberty Justice Center for Legal Representation Related to Open Meetings Act Complaint (Village of Lincolnshire)

**8.0 ITEMS OF GENERAL BUSINESS**

- 8.1 Planning, Zoning & Land Use
- 8.2 Finance and Administration
- 8.3 Public Works
  - 8.31 Approval of a Resolution for Maintenance of Streets and Highways by Municipality under the Illinois Highway Code – January 1, 2016 to December 31, 2016 (Village of Lincolnshire – Waiver of First Reading)
- 8.4 Police
- 8.5 Parks and Recreation
- 8.6 Judiciary and Personnel
- 9.0 **REPORTS OF SPECIAL COMMITTEES**
- 10.0 **UNFINISHED BUSINESS**
- 11.0 **NEW BUSINESS**
- 12.0 **ADJOURNMENT**



One Olde Half Day Road  
Lincolnshire, IL 60069  
[www.lincolnshireil.gov](http://www.lincolnshireil.gov)



2.1

**MINUTES**  
**REGULAR VILLAGE BOARD MEETING**  
**Monday, April 4, 2016**

Present:

Mayor Brandt	Trustee Feldman
<del>Trustee Grujanac</del>	Trustee Hancock
Trustee McDonough	<del>Trustee Servi</del>
Trustee Leider	Village Clerk Mastandrea
Village Attorney Christensen	Village Manager Burke
<del>Chief of Police Kinsey</del>	Public Works Director Woodbury
<del>Village Treasurer/Finance Director Peterson</del>	Economic Development Coordinator Zozulya

**ROLL CALL**

Mayor Brandt called the meeting to order at 7:00 p.m., and Village Clerk Mastandrea called the Roll.

**2.1 Approval of the March 14, 2016 Regular Village Board Meeting Minutes**

Trustee McDonough moved and Trustee Feldman seconded the motion to approve the minutes of the Regular Village Board Meeting of March 14, 2016 as presented. The roll call vote was as follows: AYES: Trustees McDonough, Leider, Feldman, and Mayor Brandt. NAYS: None. ABSENT: Trustees Grujanac and Servi. ABSTAIN: Trustee Hancock. Mayor Brandt declared the motion carried.

**3.0 REPORTS OF OFFICERS**

- 3.1 Mayor's Report - None
- 3.2 Village Clerk's Report - None
- 3.3 Village Treasurer's Report - None
- 3.4 Village Manager's Report

**3.41 Employee Recognition**

Village Manager Burke noted on March 18, 2016 the annual Employee Recognition lunch was held to honor service anniversaries and the 2015 Employee of the Year. Village Manager Burke stated employees submit nominations for Employee of the Year, and then Department Managers meet to discuss nominations and decide on the winner based on the nominees' contributions throughout the year. Officer Tom Branick was awarded 2015 Employee of the Year. Officer Branick was the Stevenson High School liaison for the majority of 2015 and is currently working as an Investigator with the

Police Department. Officer Branick was recognized for his role in the gun incident at Stevenson High School and various other achievements at the High School.

#### **4.0 PAYMENT OF BILLS**

##### **4.1 Bills Presented for Payment on April 4, 2016 in the amount of \$211,476.12**

Village Manager Burke provided a summary of the April 4, 2016 bills prelist presented for payment with the total being \$211,476.12. The total amount is based on \$98,570.96 for General Fund, \$25,306.33 for Water & Sewer Fund, \$45,392.99 for Retirement Fund; \$812 for Water & Sewer Improvement Fund; \$9,460 for Vehicle Maintenance, \$24,075 for E911 Fund; \$67.50 for Sedgebrook SSA; and \$7,790 for the General Capital Fund.

Trustee McDonough moved and Trustee Hancock seconded the motion to approve the bills prelist as presented. The roll call vote was as follows: AYES: Trustees Feldman, McDonough, Hancock, and Leider. NAYS: None. ABSENT: Trustees Grujanac and Servi. ABSTAIN: None. Mayor Brandt declared the motion carried.

#### **5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on agenda items only)**

#### **6.0 PETITIONS AND COMMUNICATIONS**

#### **7.0 CONSENT AGENDA**

- 7.1 Approval of an Ordinance Amending Special Use for a Planned Unit Development (Lincolnshire Commons) (Ordinance #05-1954-18) for Revisions to an Existing Area of Special Sign Control to Permit New Multi-Tenant Ground Signs (900-970 Milwaukee Avenue and 225 Aptakisic Road - CFNX Linshire, LLC)**
- 7.2 Approval of an Ordinance Authorizing the Disposal of Surplus Property (Village of Lincolnshire)**
- 7.3 Approval of Professional Services Agreement with GovHR USA for Recruitment Services (Village of Lincolnshire)**
- 7.4 Approval of Purchase of a Trailer Mounted Sewer Flusher with Camera System, (Unit #502) Under the National Joint Powers Alliance Contract, from Sewer Company of America, Dixon, Illinois in an Amount not to Exceed \$144,796.23 (Village of Lincolnshire)**
- 7.5 Approval of Issuance of Class “E”, “B”, “C” “H” (2), “I” (2), and “J” Liquor Licenses to RFMBG Lincolnshire, LLC, D.B.A. Marriott Lincolnshire Resort (Village of Lincolnshire)**

Trustee McDonough moved and Trustee Leider seconded the motion to approve the Consent Agenda. The roll call vote was as follows: AYES: Trustees McDonough, Feldman, Leider, and Hancock. NAYS: None. ABSENT: Trustees Grujanac and Servi. ABSTAIN: None. The Mayor declared the motion carried.

## **8.0 ITEMS OF GENERAL BUSINESS**

### **8.1 Planning, Zoning & Land Use**

#### **8.11 Consideration of Approval of an Ordinance Rezoning Property Commonly Known as 1700 Riverwoods Road (Manors of Whytegate - Arthur J. Greene Construction Company)**

Economic Development Coordinator Zozulya provided a summary and background of the proposed Ordinance rezoning property commonly known as 1700 Riverwoods Road. Economic Development Coordinator Zozulya noted the Board requested the petitioner incorporate the requirement into the Architectural Covenants for the wood shake roofing materials; explore the feasibility of altering the bike path location; and confirm the final plat of subdivision provides for a 10' bike path along Riverwoods Road. Economic Development Coordinator Zozulya provided information related to next steps of the project if approved.

Public Works Director Woodbury provided a brief presentation related to the feasibility of relocating the bike path. Public Works Director Woodbury noted the location requested by the Mayor and Board presented multiple challenges; the desired area is very low with known storm water detention. If the Board would like to proceed with the suggested changes, fill would need to be brought in for the low area, the Lake County Stormwater Management Commission would then need to approve this, and several trees would need to be removed.

Mayor Brandt stated she did not want the project to incur additional costs due to the possible relocations of the bike path. Mayor Brandt asked if the Board thought it was necessary to have an additional connection in the proposed location and suggested possibly focusing on having a connection on Riverwoods Road. Public Works Director Woodbury noted if the connection is determined to be on Riverwoods the pass would likely need to cross areas of detention and stated Lake County would need to be involved in permitting. A brief conversation regarding bike bath connections and the adjacent neighborhood's concerns regarding the proposed bike path followed. Trustees Leider, Feldman and Hancock stated their opinion was an additional bike path connection was not needed given the proximity of connections in adjacent neighborhoods.

Mayor Brandt noted at the request of the Board, Arthur J. Greene provided three sample architectural drawings. Trustee Hancock noted concern regarding some of the architectural elements proposed in the Architectural Covenants. Mr. Greene noted the proposed covenants include a wide variety of options, which would be presented as options to the future homeowner. Mr. Greene noted Arthur J. Greene Construction would be happy to meet with the Trustees during the technical stages of construction to go over the architectural elements and come up with covenants everyone would be able to support.

Trustee McDonough asked how much square footage is being taken up by outlots A & B. Mr. Glenn Christensen, Land Planner with Manhard Consulting, representing Arthur J. Greene Construction, noted 20% of the site takes up the outlots/open space. Trustee McDonough asked if the 20% includes the retention ponds along the east of the property or just outlots A & B. Mr. Christensen noted the 20% includes the retention ponds.

Mayor Brandt asked Mr. Greene to show the residents in attendance what has changed on the plan since the meeting they attended last May. Mr. Greene provided information related to the proposed plan from last May. The landscaping and drainage behind lots 7 & 8 was highlighted for the residents in attendance.

Trustee Hancock asked what is required landscaping for each lot. Economic Development Coordinator Zozulya stated when each lot comes in for permitting, staff will review each permit for code required landscaping. A brief conversation regarding lot landscape code requirements specific to the proposed development followed. Mr. Greene agreed to provide additional landscaping per lot for the project.

Trustee Feldman and Mayor Brandt suggested the Village may want to ensure homeowners in the surrounding neighborhoods are aware of the Village's tree adoption program if they would like additional screening/vegetation.

Trustee Hancock asked if the Architectural Design Covenants are attached to the existing approval. Mr. Greene noted the Architectural Design Covenants were presented which could be finalized through the technical phase. Mr. Greene stated they wanted to submit the Architectural Design Covenants to give the Board an idea and express that Arthur J. Greene would work with the Village to create a variety of architectural elements and noted they would be open to adjusting these covenants as directed by the Village Board. Trustee Hancock noted concern under the following items in the proposed Architectural Design Covenants:

- 1- "No more than one home of the same elevation shall be built within the Manors of Whytegate". Mr. Greene stated they would not repeat any elevation.
- 2- "No home shall be built around Whytegate which is the same or similar design as another home already built or approved unless two of these following features are different". Trustee Hancock asked what the difference was between design and elevation. Mr. Greene noted design fits within an elevation; trying to change enough elements to give a house a totally different character. Mr. Greene provided examples.
- 3- "The following features must be different from previous homes - changing the color of the home, changing the orientation of left to right, and changing the roof materials" Trustee Hancock suggested eliminating these minimal exceptions. Mr. Greene agreed to take these requirements out of the Architectural Design Covenants.

Trustee Leider noted concern regarding density. Mayor Brandt stated she received an email from Trustee Grujanac stating her preference for the property would be for it to remain a park or open space but if this was not an option she noted concerns regarding density. Mr. Greene stated when revising the development to address density the proposed project was compared to Briarwood, Meadows of Birch Lake and surrounding homes. Mr. Greene stated if there are bigger lots in the proposed subdivision, the homes will get bigger. Trustee Leider noted his opinion has not changed and feels less density is appropriate in this location.

Trustee Feldman asked if any of the houses would be ranch style. Mr. Greene noted currently there are no ranch style footprints. Trustee Feldman suggested the Village may want to consider changing FAR requirements in order to address density issues.

Trustee Hancock suggested a possible combination of the site be considered where the Village could buy some of the land for parks and have fewer lots to address density. Mayor Brandt noted a park already exists in the area and this might not make sense financially for the Village. A conversation related to average and proposed density, lot sizes, and house sizes followed. Mr. Greene noted if the density changes it promotes bigger lots and marketing becomes an issue. Mayor Brandt asked if the lot sizes on Preston Court were provided for comparison. Economic Development Coordinator Zozulya stated the sizes on Preston Court were not provided but staff would research this and provide the sizes to the Board.

Mayor Brandt noted two Trustees were not in attendance and asked if the Board would like Arthur J. Greene to address some of the Architectural concerns prior to the meeting on April 11<sup>th</sup> and possibly bring the proposal back for a vote when the other Trustees are present.

Trustee Hancock noted continued concern regarding the project not fitting in with the neighborhood. Trustee Hancock noted concern about architectural elements, landscaping, density, but did not want to create huge homes on larger lots. Mr. Greene noted if density changes, house size increases.

A resident noted concern regarding density and the proposed project not fitting in with the surrounding neighborhoods.

Trustee Hancock asked Mr. Greene what it would take to make it a less dense but marketable project. Mr. Greene noted his opinion, the project is the appropriate size, and if the number of lots goes down anymore, the project will not work for Arthur J. Green Construction. Trustee Leider stated return on investment is not a concern of the Village.

Mr. Christensen stated they have done a lot of work to get the project down in density. Mr. Christensen noted they looked at land use, the comprehensive plan compared to other surrounding neighborhoods; they met with staff and went before the zoning board prior to coming before the Village Board.

Mayor Brandt asked what action the Board would like to take tonight.

Trustee Feldman noted she is in favor of decreasing density but agreed with Mr. Greene, the project would not be marketable if density was decreased and home sizes increased further. A conversation regarding surrounding market prices followed.

Trustee McDonough asked how many Trustees would need to approve this in order to move forward. Village Attorney Christensen noted a simple majority of the members present.

Trustee McDonough noted if density changes slightly, he did not think the look would change that much. Trustee McDonough noted the density changed met his concerns regarding the rezoning request for an environmentally sensitive development, and he would be willing to vote in favor of the project.

Trustee Hancock noted he would like to have the petitioner address some of the items of concern prior to a vote.

Mr. Greene provided additional information regarding how density was adjusted to satisfy the Board and still keep it a feasible development. Mr. Greene requested this item be considered at a future meeting date.

Mayor Brandt suggested providing information relative to Preston Court as an example for comparison at the April 11, 2016 meeting.

Trustee Leider suggested Arthur J. Greene Construction show the house sizes with and without garages when bringing this back.

Village Manager Burke asked for direction on what the Board would like staff to work on with Arthur J. Greene Construction prior to bringing this back for consideration. Trustee Leider noted providing accurate numbers related to square footage and setbacks. Trustee Leider requested hard copies be provided for viewing. Mayor Brandt recommended providing house values in the surrounding areas.

Trustee Hancock suggested having a conversation with the owners of the land to see if there is an alternative combined plan as a possible option; having a donation of park/open space in order to reduce the cost of the builder and reduce density. A conversation regarding subsequent applications for rezoning after a negative vote is received followed. Village Manager Burke noted he would need to look into the Code and provide this at the next meeting. Mayor Brandt noted Arthur J. Greene came in requesting R2A Zoning which could be a benefit, and if it is decided to go with a different zoning, some of the benefits of R2A would be lost.

Mayor Brandt suggested the Board email staff if they have additional information they would like provided when this matter comes back to the Village Board for consideration.

A resident asked if there is anything in the current zoning regulations that would prevent an extremely large house like the one being built on Hamilton Court. Trustee Hancock noted staff has been asked to come back to the Board with additional zoning requirements to prevent such issues. The resident recommended putting restraints on the structures prior to approving the projects. Trustee Feldman noted if FAR requirements change, this could possibly control some of these issues. A brief conversation regarding zoning requirements followed.

Village Manager Burke noted when zoning requirements change, the zoning code in place at the time the application is made, is the code that governs. Mayor Brandt stated suggestions can be made by the Board and agreed to by the petitioner.

It was the consensus of the Board is to place this under Items of General Business on the April 11, 2016 Regular Village Board meeting for discussion and approval.

- 8.2 Finance and Administration
- 8.3 Public Works
- 8.4 Police
- 8.5 Parks and Recreation
- 8.6 Judiciary and Personnel

**9.0 REPORTS OF SPECIAL COMMITTEES**

**10.0 UNFINISHED BUSINESS**

**11.0 NEW BUSINESS**

**12.0 EXECUTIVE SESSION**

**13.0 ADJOURNMENT**

Trustee McDonough moved and Trustee Leider seconded the motion to adjourn. The voice vote was unanimous and Mayor Brandt declared the meeting adjourned at 8:34 p.m.

Respectfully submitted,  
**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk

**PROCLAMATION RECOGNIZING FRIDAY, APRIL 29, 2016 AS  
ARBOR DAY IN THE VILLAGE OF LINCOLNSHIRE**

**WHEREAS**, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world, and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

**WHEREAS**, trees in our Village increase property values, enhance the economic vitality of business areas, and beautify our community, and

**WHEREAS**, the Village of Lincolnshire has been recognized as a Tree City USA for 27 years by the National Arbor Day Foundation and desires to continue its tree planting ways.

**NOW, THEREFORE**, I, Elizabeth J. Brandt, Mayor of the Village of Lincolnshire do hereby proclaim the 29<sup>th</sup> day of April 2016 as Arbor Day in the Village of Lincolnshire, and I urge all citizens to support efforts to care for our trees and woodlands and to support our Village's community forestry program, and

**FURTHER**, I urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.

**IN WITNESS WHEREOF**, I sign my name this 29th day of April, 2016.

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Elizabeth J. Brandt, Mayor



VILLAGE OF LINCOLNSHIRE PERIOD ENDING 3/31/2016  
REVENUE / EXPENSE BUDGET SUMMARY FISCAL YEAR 2016

	2015 Year-To-Date			2016 Year-To-Date		
	Revenue	Expense	OVER/(UNDER)	REVENUE	EXPENSE	OVER/(UNDER)
<b>GENERAL FUND</b>						
Revenue	2,893,484			2,270,279		
Administration		59,680			63,323	
Finance		55,189			57,004	
Police		701,018			705,075	
Community & Economic Dev.		110,355			136,109	
Insurance & Common		262,739			295,967	
PW: Administration		37,156			62,015	
PW: Streets		207,389			195,867	
PW: Parks & Open Space		145,427			213,997	
Buildings & Grounds		26,057			29,038	
Debt & Transfers		419,866			240,791	
<b>TOTAL GENERAL FUND</b>	<b>\$ 2,893,484</b>	<b>\$ 2,024,877</b>	<b>\$ 868,607</b>	<b>\$ 2,270,279</b>	<b>\$ 1,999,184</b>	<b>\$ 271,095</b>
<b>ENTERPRISE FUNDS</b>						
Water & Sewer Revenue	815,035			970,581		
Water & Sewer Administration		135,918			379,969	
Public Works Operating		476,078			602,241	
Water & Sewer Improvements	219,948	148,834		230,583	67,602	
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 1,034,983</b>	<b>\$ 760,831</b>	<b>\$ 274,152</b>	<b>\$ 1,201,165</b>	<b>\$ 1,049,812</b>	<b>\$ 151,352</b>
<b>NON-OPERATING FUNDS</b>						
Motor Fuel Tax	48,710	-	48,710	48,374	-	48,374
Retirement	25,043	152,268	(127,225)	24,782	148,599	(123,817)
Fraud Alcohol Drug Enforcement	2,800	1,779	1,021	1,750	2,043	(293)
Vehicle Maintenance	138,438	71,219	67,218	122,593	92,209	30,384
E-911	84,956	96,195	(11,239)	40,003	189,701	(149,698)
Park Development	57	-	57	68	-	68
Traffic Signals SSA	5	-	5	7	-	7
General Capital	-	155,068	(155,068)	8,400	50,277	(41,877)
<b>TOTAL NON-OPERATING FUNDS</b>	<b>\$ 300,009</b>	<b>\$ 476,530</b>	<b>\$ (176,521)</b>	<b>\$ 245,976</b>	<b>\$ 482,829</b>	<b>\$ (236,853)</b>
<b>TRUST FUNDS</b>						
Police Pension Fund**	479,165	247,249	231,917	(637,403)	173,037	(810,439)
Sedgebrook SSA	4,522	754,751	(750,229)	4,598	763,161	(758,563)
<b>TOTAL TRUST FUNDS</b>	<b>\$ 483,687</b>	<b>\$ 1,002,000</b>	<b>\$ (518,313)</b>	<b>\$ (632,805)</b>	<b>\$ 936,198</b>	<b>\$ (1,569,002)</b>

\*\*The Police Pension Board contracts their accounting services resulting in a reporting delay. Amounts are as of 02/29/2016.

**VILLAGE OF LINCOLNSHIRE**  
**REVENUES AND EXPENSES BY FUND**  
**March 31, 2016**  
**25.0% of Fiscal Year is Complete**

Annual Budget	Year-to-Date	% Used	Significant Facts
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**GENERAL FUND**

**REVENUES**

Taxes	10,549,550	1,997,418	18.9% Room & Adm (23.64%), Sales Tax (17.83% Real Estate Transfer (54.49%)
Licenses & Fees	652,400	126,368	19.4% Bldg Permits (\$31,656) Bldg Permits= 25% of Licenses & Fees
Fines & Forfeitures	285,000	50,955	17.9%
Allotments, Grants	207,060	54,155	26.2%
Miscellaneous	24,000	15,069	62.8%
Other Income	22,000	26,315	119.6%
<b>TOTAL REVENUES</b>	<b>\$ 11,740,010</b>	<b>\$ 2,270,279</b>	<b>19.3%</b>

**EXPENSES**

Personal Services	260,000	56,671	21.8%
Contractual Services	5,500	0	0.0%
Other Charges	35,900	6,652	18.5%
<b>Administration</b>	<b>301,400</b>	<b>63,323</b>	<b>21.0%</b>
Personal Services	245,700	56,148	22.9%
Contractual Services	21,180	232	1.1%
Other Charges	5,425	624	11.5%
<b>Finance</b>	<b>272,305</b>	<b>57,004</b>	<b>20.9%</b>
Personal Services	2,701,000	612,314	22.7%
Contractual Services	186,430	21,923	11.8%
Commodities	17,200	6,583	38.3%
Other Charges	93,950	21,284	22.7%
Pension Benefits	833,550	0	0.0%
Capital Outlay	2,000	55	2.7%
Transfers Out	171,670	42,918	25.0%
<b>Police</b>	<b>4,005,800</b>	<b>705,075</b>	<b>17.6%</b>
Personal Services	471,000	89,527	19.0%
Contractual Services	171,200	20,058	11.7%
Other Charges	550,250	25,298	4.6%
Transfers Out	4,900	1,225	25.0%
<b>Community &amp; Economic Dev.</b>	<b>1,197,350</b>	<b>136,109</b>	<b>11.4%</b>
Contractual Services	1,283,590	285,454	22.2%
Commodities	15,840	3,825	24.1%
Other Charges	22,460	0	0.0%
Capital Outlay	75,800	6,604	8.7%
Other Expenses	0	83	100%
<b>Insurance &amp; Common</b>	<b>1,397,690</b>	<b>295,967</b>	<b>21.2%</b>
<b>Public Works</b>			
Personal Services	152,000	35,141	23.1%
Contractual Services	45,800	25,762	56.2%
Other Charges	6,925	679	9.8%
Capital Outlay	1,000	434	43.4%
<b>Admin</b>	<b>205,725</b>	<b>62,015</b>	<b>30.1%</b>
Personal Services	463,000	112,264	24.2%
Contractual Services	344,900	8,288	2.4%
Commodities	109,400	33,570	30.7%
Other Charges	15,525	4,970	32.0%
Transfers Out	147,100	36,775	25.0%
<b>Streets</b>	<b>1,079,925</b>	<b>195,867</b>	<b>18.1%</b>

	Annual Budget	Year-to-Date	% Used	Significant Facts
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Personal Services	516,700	96,615	18.7%	
Contractual Services	686,200	77,538	11.3%	
Commodities	54,600	7,380	13.5%	
Other Charges	13,225	4,263	32.2%	
Parks Paths Capital Assets	10,000	0	0.0%	
Transfers Out	112,800	28,200	25.0%	
<b>Parks &amp; Open Space</b>	<b>1,393,525</b>	<b>213,997</b>	<b>15.4%</b>	
Contractual Services	110,500	23,928	21.7%	
Commodities	19,500	3,165	16.2%	
Total Other Charges	4,500	720	16.0%	
Transfers Out	4,900	1,225	25.0%	
<b>Buildings &amp; Grounds</b>	<b>139,400</b>	<b>29,038</b>	<b>20.8%</b>	
Debt	481,582	240,791	50.0%	
Transfers Out	2,553,636	0	0.0%	
<b>Debt &amp; Transfers</b>	<b>3,035,218</b>	<b>240,791</b>	<b>7.9%</b>	
<b>TOTAL EXPENSES</b>	<b>\$ 13,028,338</b>	<b>\$ 1,999,184</b>	<b>15.3%</b>	

### **WATER & SEWER FUND**

#### **REVENUES**

Licenses & Fees	4,505,000	969,526	21.5%	
Miscellaneous	6,000	250	4.2%	
Other Income	1,500	805	53.7%	
<b>TOTAL REVENUES</b>	<b>\$ 4,512,500</b>	<b>\$ 970,581</b>	<b>21.5%</b>	

#### **EXPENSES**

Personal Services	201,400	45,234	22.5%	
Contractual Services	312,760	75,082	24.0%	
Commodities	1,760	425	24.1%	
Other Charges	2,325	581	25.0%	
Taxes	47,440	10,411	21.9%	FICA Taxes
Transfers Out	549,665	248,236	45.2%	
Transfers In	0	0	100%	
<b>Administration</b>	<b>1,115,350</b>	<b>379,969</b>	<b>34.1%</b>	
Personal Services	433,000	91,392	21.1%	
Contractual Services	2,854,200	492,280	17.2%	
Commodities	27,150	4,717	17.4%	
Other Charges	6,800	1,602	23.6%	
Capital Outlay	27,000	0	0.0%	
Transfers Out	49,000	12,250	25.0%	
<b>Operating</b>	<b>3,397,150</b>	<b>602,241</b>	<b>17.7%</b>	
<b>TOTAL EXPENSES</b>	<b>\$ 4,512,500</b>	<b>\$ 982,210</b>	<b>21.8%</b>	

### **WATER & SEWER IMPROVEMENT FUND**

#### **REVENUES**

Licenses & Fees	100,000	3,471	3.5%	
Miscellaneous Revenue	0	0	100%	
Other/Interest	2,000	440	22.0%	
Transfers In	453,345	226,673	50.0%	
<b>TOTAL REVENUES</b>	<b>\$ 555,345</b>	<b>\$ 230,583</b>	<b>41.5%</b>	

#### **EXPENSES**

W&S Improv. Expenses	1,121,800	67,602	6.0%	
<b>TOTAL EXPENSES</b>	<b>\$ 1,121,800</b>	<b>\$ 67,602</b>	<b>6.0%</b>	

Annual Budget	Year-to-Date	% Used	Significant Facts
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### **MOTOR FUEL TAX FUND**

#### **REVENUES**

Allotments & Grants	173,000	48,260	27.9%
Other Income	200	113	56.7%
<b>TOTAL REVENUES</b>	<b>\$ 173,200</b>	<b>\$ 48,374</b>	<b>27.9%</b>

#### **EXPENSES**

Capital Projects	175,000	0	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>0.0%</b>

### **RETIREMENT FUND**

#### **REVENUES**

Taxes	591,950	19	0.0%	Property Taxes
Other Income	400	71	17.9%	
Transfers In	118,680	24,692	20.8%	Employer Contributions from other funds
<b>TOTAL REVENUES</b>	<b>\$ 711,030</b>	<b>\$ 24,782</b>	<b>3.5%</b>	

#### **EXPENSES**

Retirement Expenses	711,030	148,599	20.9%
<b>TOTAL EXPENSES</b>	<b>\$ 711,030</b>	<b>\$ 148,599</b>	<b>20.9%</b>

### **FRAUD, ALCOHOL & DRUG ENFORCEMENT FUND**

#### **REVENUES**

Fines & Forfeitures	0	1,750	100%
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 1,750</b>	<b>100%</b>

#### **EXPENSES**

Enforcement Expenses	70,067	2,043	2.9%
<b>TOTAL EXPENSES</b>	<b>\$ 70,067</b>	<b>\$ 2,043</b>	<b>2.9%</b>

### **VEHICLE MAINTENANCE FUND**

#### **REVENUES**

Transfers In	490,370	122,593	25.0%
<b>TOTAL REVENUES</b>	<b>\$ 490,370</b>	<b>\$ 122,593</b>	<b>25.0%</b>

#### **EXPENSES**

Personal Services	144,000	36,383	25.3%	
Contractual Services	125,060	26,261	21.0%	
Commodities	175,800	21,818	12.4%	
Other Charges	9,600	1,847	19.2%	
Taxes	11,010	2,770	25.2%	FICA Taxes
Transfers Out	22,360	3,129	14.0%	
<b>TOTAL EXPENSES</b>	<b>\$ 487,830</b>	<b>\$ 92,209</b>	<b>18.9%</b>	

### **E911 FUND**

#### **REVENUES**

Taxes	375,000	39,932	10.6%
Other Income	200	71	35.3%
<b>TOTAL REVENUES</b>	<b>\$ 375,200</b>	<b>\$ 40,003</b>	<b>10.7%</b>

#### **EXPENSES**

Contractual Services	461,900	189,701	41.1%
<b>TOTAL EXPENSES</b>	<b>\$ 461,900</b>	<b>\$ 189,701</b>	<b>41.1%</b>

### **PARK DEVELOPMENT FUND**

#### **REVENUES**

Other Income	236,100	68	0.0%
<b>TOTAL REVENUES</b>	<b>\$ 236,100</b>	<b>\$ 68</b>	<b>0.0%</b>

#### **EXPENSES**

Capital Outlay	188,500	0	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 188,500</b>	<b>\$ -</b>	<b>0.0%</b>

Annual Budget	Year-to-Date	% Used	Significant Facts
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### TRAFFIC SIGNAL SSA

#### REVENUES

Other Income	0	7	100%
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 7</b>	<b>100%</b>

#### EXPENSES

Professional Services	4,880	0	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 4,880</b>	<b>\$ -</b>	<b>0.0%</b>

### GENERAL CAPITAL

#### REVENUES

Grants	430,000	0	0.0%
Other Income	1,200,000	8,400	0.7%
Transfers In	2,553,636	0	0.0%
<b>TOTAL REVENUES</b>	<b>\$ 4,183,636</b>	<b>\$ 8,400</b>	<b>0.2%</b>

#### EXPENSES

Police	62,000	26,194	42.2%
Insurance & Common	2,000	0	0.0%
PW Streets	977,005	9,505	1.0%
PW Prks & Opn Spc	807,020	882	0.1%
PW Buildings	803,000	13,696	1.7%
<b>TOTAL EXPENSES</b>	<b>\$ 2,651,025</b>	<b>\$ 50,277</b>	<b>1.9%</b>

### POLICE PENSION FUND\*\*

#### REVENUES

Taxes	833,550	16	0.0%	Property Taxes
Employee Contributions	216,700	29,358	13.5%	
Other Income	105,450	-666,776	-632.3%	Investment Income
<b>TOTAL REVENUES</b>	<b>\$ 1,155,700</b>	<b>\$ (637,403)</b>	<b>-55.2%</b>	

#### EXPENSES

Contractual Services	107,600	11,334	10.5%
Other Charges	9,500	0	
Pension Benefits	1,038,600	161,703	
<b>TOTAL EXPENSES</b>	<b>\$ 1,155,700</b>	<b>\$ 173,037</b>	<b>15.0%</b>

*\*\*The Police Pension Board contracts their accounting services resulting in a reporting delay. Amounts are as of 02/29/2016.*

### SEDGEBROOK SSA

#### REVENUES

Taxes	1,159,700	30	0.0%	
Other Revenue	15,000	4,568	30.5%	Interest Income
<b>TOTAL REVENUES</b>	<b>\$ 1,174,700</b>	<b>\$ 4,598</b>	<b>0.4%</b>	

#### EXPENSES

Professional Services	15,000	818	5.5%
Bond Payments	1,159,700	762,344	65.7%
<b>TOTAL EXPENSES</b>	<b>\$ 1,174,700</b>	<b>\$ 763,161</b>	<b>65.0%</b>



**VILLAGE OF LINCOLNSHIRE**  
**BILLS PRESENTED FOR PAYMENT**  
April 11, 2016

General Fund	\$	75,673.47
Water & Sewer Fund	\$	11,733.74
Motor Fuel Tax		
Retirement Fund		
Water & Sewer Improvement Fund		
Fraud, Alcohol, Drug Enforcement		
Vehicle Maintenance Fund	\$	1,995.77
E 911 Fund		
Park Development Fund		
Sedgebrook SSA		
SSA Traffic Signal		
General Capital Fund	\$	5,866.70
<b>GRAND TOTAL</b>	<b>\$</b>	<b>95,269.68</b>

Brad Burke, Village Manager

INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: AMERICAN EXPRESS</b>		
2016-ANNUAL	2016 American Express Annual Fee	95.00
TOTAL VENDOR AMERICAN EXPRESS		95.00
<b>VENDOR NAME: AMERICAN PRINTING TECHNOLOGIES</b>		
16-LS04	Apr 2016 UB Print Service & Add'l Programming	655.00
16-LS04P	Postage - Apr 2016 Utility Bills	1,004.09
TOTAL VENDOR AMERICAN PRINTING TECHNOLOGIES		1,659.09
<b>VENDOR NAME: BADE PAPER PRODUCTS</b>		
201010-00	Paper goods	258.00
TOTAL VENDOR BADE PAPER PRODUCTS		258.00
<b>VENDOR NAME: BURRIS EQUIPMENT CO.</b>		
PI61474	Oil filter for Kubota	33.45
TOTAL VENDOR BURRIS EQUIPMENT CO.		33.45
<b>VENDOR NAME: CARGILL</b>		
2902622497	Rock salt	3,501.51
2902625038	Rock salt	3,505.58
TOTAL VENDOR CARGILL		7,007.09
<b>VENDOR NAME: COMCAST CABLE</b>		
8771100630002374	Retro Charge for Cable Boxes	34.38
TOTAL VENDOR COMCAST CABLE		34.38
<b>VENDOR NAME: DUSTCATCHERS &amp; A LOGO MAT INC</b>		
13781	Floor mat rental service for Village Hall	20.11
13780	Floor mat rental service for Public Works	36.52
14469	Floor mat rental service for Village Hall	20.11
14468	Floor mat rental service for Public Works	36.52
15132	Floor mat rental service for Village Hall	20.11
15131	Floor mat rental service for Public Works	36.52
TOTAL VENDOR DUSTCATCHERS & A LOGO MAT INC		169.89
<b>VENDOR NAME: EASTERN ILLINOIS UNI</b>		
201617	Annual Membership- Peterson	70.00
TOTAL VENDOR EASTERN ILLINOIS UNI		70.00
<b>VENDOR NAME: ELEVATOR INSPECTION SERVICES</b>		
58710	301 Hamilton Ct.-New SFR Elevator Inspection	80.00
58712	200 TriState--Pit Ladder Plan Review & Insp	80.00
58711	300 TriState--Pit Ladders Plan Review & Insp	160.00
TOTAL VENDOR ELEVATOR INSPECTION SERVICES		320.00
<b>VENDOR NAME: ENGINEERING RESOURCE ASSOCIATES INC</b>		
150510.05	PE services through 2-26-16	3,146.70
TOTAL VENDOR ENGINEERING RESOURCE ASSOCIAT		3,146.70
<b>VENDOR NAME: FLOLO CORPORATION</b>		
094980	Emergency service for Birch Lakes Station pump	1,785.00
TOTAL VENDOR FLOLO CORPORATION		1,785.00
<b>VENDOR NAME: GRAINGER, INC</b>		
9064356653	Pipe thread sealant	25.55
TOTAL VENDOR GRAINGER, INC		25.55
<b>VENDOR NAME: HBK WATER METER SERVICE</b>		
16-280	Field test, repair watermeter Lakes of Linc condo b	215.00
TOTAL VENDOR HBK WATER METER SERVICE		215.00
<b>VENDOR NAME: HEALY ASPHALT CO, LLC</b>		

INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: HEALY ASPHALT CO, LLC</b>		
57150MB	Pothole patch	153.27
TOTAL VENDOR HEALY ASPHALT CO, LLC		153.27
<b>VENDOR NAME: ILLINOIS PAYPHONE SYSTEMS, INC</b>		
6737	2 Payphones Spg Lk & Vil Hall-Apr 2016	98.00
TOTAL VENDOR ILLINOIS PAYPHONE SYSTEMS, INC		98.00
<b>VENDOR NAME: INTERDEV, LLC</b>		
1009009	Monthly Agreement	5,252.83
1009009-2	PSA Technician Svcs & Device	208.00
TOTAL VENDOR INTERDEV, LLC		5,460.83
<b>VENDOR NAME: INTERNATIONAL COUNCI</b>		
ID #1349288	TZozulya-Attend ICSC Midwest Idea Exchange real	190.00
TOTAL VENDOR INTERNATIONAL COUNCI		190.00
<b>VENDOR NAME: JESSE MICHAEL</b>		
04052016	MJesse T&T Expense-III Assoc.of FloodPlain Annua	139.76
TOTAL VENDOR JESSE MICHAEL		139.76
<b>VENDOR NAME: LAKE COUNTY DIV OF TRANSPORATION</b>		
Everett_Access_Fee	Request permission to access county road for const	1,000.00
TOTAL VENDOR LAKE COUNTY DIV OF TRANSPORATI		1,000.00
<b>VENDOR NAME: LAKE COUNTY STORMWATER MGMT COMMISS</b>		
Final_Permit_Ltr	NP culvert watershed development permit	1,720.00
TOTAL VENDOR LAKE COUNTY STORMWATER MGMT		1,720.00
<b>VENDOR NAME: LEXISNEXIS RISK SOLUTIONS</b>		
1217074-20160331	March 2016 Internet, Computer and Phone Searche	79.00
TOTAL VENDOR LEXISNEXIS RISK SOLUTIONS		79.00
<b>VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD</b>		
3195	10 Marriott-Golf ProShop Tent-Life Safety Review	50.00
3196	10 Marriott Dr.--Lakeside/Pool Tent-Life Safety Rev	50.00
3197	10 Marriott Dr.--Picnic Grove Tent-Life Safety Revie	50.00
3203	100 Village Green,Stes.#100-110-Fire Alarm Altrns	250.00
3205	200 TriState, Ste.500--Fire Alarm Altrns.	250.00
3206	475 Half Day Rd.,Ste.150--Fire Alarm Altrns.	250.00
TOTAL VENDOR LINCOLNSHIRE RIVERWOODS FPD		900.00
<b>VENDOR NAME: LINCOLNSHIRE VILLAGE-PETTY CASH</b>		
04112016	Petty Cash Reimbursements 04/11/16	37.67
TOTAL VENDOR LINCOLNSHIRE VILLAGE-PETTY CASH		37.67
<b>VENDOR NAME: MICHAEL MERANDA JR.</b>		
162503	03/14/15 RVB/COW Mtg. & 3/21/16 Park Board Mtc	240.00
TOTAL VENDOR MICHAEL MERANDA JR.		240.00
<b>VENDOR NAME: NORTH EAST MULTI-REGIONAL TRAINING</b>		
204554	2016 Annual Membership for Training 7/1/2016-7/1	2,280.00
TOTAL VENDOR NORTH EAST MULTI-REGIONAL TRAIN		2,280.00
<b>VENDOR NAME: NORTH SUBURBAN EMPLOYEE BENEFIT COO</b>		
2016-03	March 2016 Medical	60,454.00
2016-04	April 2016 Dental	6,404.00
TOTAL VENDOR NORTH SUBURBAN EMPLOYEE BENE		66,858.00
<b>VENDOR NAME: SMITHEREEN PEST MGMT</b>		
1308319	Pest control services at PWF	93.00
1306718	Pest control services RNC	51.00

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
INVOICE DUE DATES 04/05/2016 - 04/11/2016  
JOURNALIZED  
BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: SMITHEREEN PEST MGMT</b>		
1306719	Pest control services at Village Hall	65.00
TOTAL VENDOR SMITHEREEN PEST MGMT		209.00
<b>VENDOR NAME: US POSTAL SERVICE</b>		
03302016	Postage Meter Refill #2426586C	1,000.00
TOTAL VENDOR US POSTAL SERVICE		1,000.00
<b>VENDOR NAME: XEROX CORPORATION</b>		
83979858	March 2016 Police Copier Service	85.00
TOTAL VENDOR XEROX CORPORATION		85.00
		<b>95,269.68</b>



**REQUEST FOR BOARD ACTION  
Regular Village Board Meeting  
April 11, 2016**

**Subject:** Resolution for Maintenance of Streets and Highways

**Action Requested:** Discussion of a Resolution for Maintenance of Streets and Highways by Municipality under the Illinois Highway Code - January 1, 2016 to December 31, 2016 (Village of Lincolnshire- Waiver of First Reading Requested)

**Originated By/Contact:** Wally Dittrich, P.E., Assistant Public Works Director/Village Engineer

**Referred To:** Mayor and Board of Trustees

**Summary / Background:**

The proposed resolution allocates \$175,000 from the Village's Motor Fuel Tax Fund (MFT) to this year's street resurfacing project. The Village's Fiscal Year 2016 Budget allocates a total of \$392,500 for the 2016 Road Project, of which \$217,505 will come from the General Capital Fund. The Village is required to adopt a similar resolution each year in order to expend money from the MFT account. The Village anticipates receiving a total of \$175,000.00 in revenue for the MFT fund during Fiscal Year 2016.

The Village will be participating in the LCMPI (Lake County – Municipal Partnership Initiative). This year, participants are Highland Park and Highwood.

IDOT has reviewed and approved the joint contract documents and bids are anticipated to be opened on April 14, 2016. Work is anticipated to begin in June and will be completed by mid-August. The project includes resurfacing, curb repair, and drainage improvements along the streets listed below.

Street	Limits	Length (Miles)
Berkshire Lane	Rt. 22 to Kings Cross	.32
Robin Hood Court	All	.11
Friar Tuck Court	All	.11
Sherwood Drive	Berkshire Ln. to Mayfair Ln.	.08
<b>Totals</b>		<b>.62</b>

**Budget Impact:**

	Funding		Expenditures
General Fund	\$217,500	Resurfacing Project	\$ 261,000
MFT Fund	<u>\$175,000</u>	Drainage Improvements	\$ 40,000
Total Allocated Funds	\$392,505	10% Contingency	<u>\$ 30,000</u>
		Total Construction Cost	\$ 331,000
		Construction Engineering	\$32,000
		Materials Testing	<u>\$4,000</u>
		<b>Total Project Cost</b>	<b>\$ 367,000</b>



**Service Delivery Impact:**

No Change

**Recommendation:**

Staff requests the Village Board waive the first reading of this item, and approve the attached resolution - in order to open bids on April 14, 2016 and expend MFT funds

**Reports and Documents Attached:**

- *Resolution for Maintenance of Streets and Highways, Bureau of Local Roads Form 14230*
- *Municipal Estimate of Maintenance Costs, Bureau of Local Roads Form 14231*
- *Project Location Map*

<b>Meeting History</b>	
<b>Initial Referral to Village Board (COW):</b>	<b>N/A</b>
<b>Regular Village Board Meeting:</b>	<b>April 11, 2016</b>



**Illinois Department  
of Transportation**

**Resolution for Maintenance of  
Streets and Highways by Municipality  
Under the Illinois Highway Code**

BE IT RESOLVED, by the Mayor and Board of Trustees of the  
(Council or President and Board of Trustees)  
Village of Lincolnshire, Illinois, that there is hereby  
(City, Town or Village) (Name)  
appropriated the sum of \$175,000.00 of Motor Fuel Tax funds for the purpose of maintaining  
streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2016  
(Date)  
to December 31, 2016.  
(Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon a practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this resolution to the district office of the Department of Transportation, at Schaumburg, Illinois.

I, Barbara Mastandrea, Village Clerk in and for the Village  
(City, Town or Village)  
of Lincolnshire, County of Lake

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by

the Mayor and Board of Trustees at a meeting on April 11, 2016  
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_.

(SEAL) \_\_\_\_\_ Village Clerk  
(City, Town or Village)

**Approved**  
\_\_\_\_\_  
Regional Engineer  
Department of Transportation  
\_\_\_\_\_  
Date



# 2016 Road Resurfacing Project

## Project Location Map

