



**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
VILLAGE HALL COUNCIL CHAMBERS
6:00 P.M. DECEMBER 19, 2017**

AGENDA

I) Call to Order

II) Roll Call

III) Regular Business

- 1) Discussion Concerning the Potential Vacation of the Alley Behind 6424 Drake Avenue (6:00 – 6:30 p.m.)
- 2) Discussion Concerning Proposed Zoning Code Text Amendments (6:30 – 7:00 p.m.)
- 3) Discussion Concerning a Potential Village Board Workshop to Develop General Protocols (7:00 – 7:15 p.m.)
- 4) Discussion Concerning the Potential Scheduling of a Boards/Commission Member Dinner (7:15 – 7:25 p.m.)
- 5) Discussion of Potential Budget Workshop Dates (7:25 – 7:30 p.m.)

IV) Public Comment

V) Adjournment

DATE POSTED: December 15, 2017

MEMORANDUM

TO: President Bass and Members of the Village Board

FROM: Timothy C. Wiberg, Village Manager

DATE: December 15, 2017

SUBJECT: **December 19 Committee of the Whole Meeting**

As a reminder, the Committee of the Whole (COTW) meeting is scheduled for **6:00 p.m.** on Tuesday evening. Dinner will be available beginning at 5:15 p.m. in the Village Hall Board Conference Room. Please find below a summary of the items for discussion:

1) **Discussion Concerning the Potential Vacation of a Portion of the Alley Behind 6424 Drake Avenue (6:00 – 6:30 p.m.)**

The contract purchasers for this property are intending to construct a religious use on the property. The site plan for this use requires the use of the alley which runs behind the property. The Village has secured an appraisal for the alley and the Board will be requested to provide direction as to the willingness to sell the alley and, if so, at what cost. [Attached](#) is a memorandum from the Community Development Director regarding this issue along with the appraisal for the property.

2) **Discussion Concerning Proposed Zoning Code Text Amendments (6:30 – 7:00 p.m.)**

As previously reported, staff is in the process of reviewing potential Zoning Code Text amendments which, if approved, would make development easier in the Village. [Attached](#) is a memorandum from the Community Development Director summarizing several proposed amendments and recommending they be referred to the Plan Commission.

3) **Discussion Concerning a Potential Village Board Workshop to Develop General Protocols (7:00 – 7:15 p.m.)**

A Village Board member has suggested that the Village Board schedule a workshop-type meeting to develop general standards of conduct for Board members, along with general rules of conduct and other potential suggestions for ensuring productive Village Board discussion is the norm. If such a meeting is held, it is suggested that a facilitator be identified to lead the discussion.

4) **Discussion Concerning the Potential Scheduling of a Commission/Boards Member Dinner (7:15 – 7:25 p.m.)**

Up until 2009 it was the Village's tradition to host a dinner at the Community Center, every two years, to recognize the work of the volunteers that serve on Village Commissions. As a result of the recession and the impacts that it had on Village revenues, the event was cancelled. The Mayor would like to determine if the Board is interested in once again holding a similar type of event.

5) Discussion of Potential Budget Workshop Dates (7:25 – 7:30 p.m.)

The annual Budget Workshop is an opportunity for staff to identify for the Board the significant issues it sees that could have an impact on the proposed Fiscal Year 2018/19 budget. Direction is sought from the Board on these issues so that staff can complete the budget preparation process. Staff is proposing either February 13 or 15, at 6:00 p.m. for this purpose.

If you should have any questions concerning these matters, please feel free to contact me.



MEMORANDUM

TO: Timothy Wiberg, Village Manager

FROM: Steve McNellis, Community Development Director

DATE: December 19, 2017

SUBJECT: Consideration of Appraised Value for a Requested Vacation of a portion of a Public Alley Adjacent to 6424 North Drake Avenue

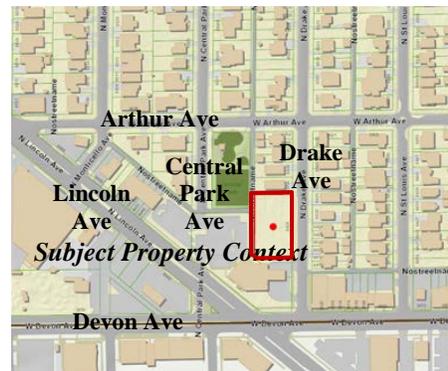
Background

On November 17, 2017, the Village received an application requesting a portion of the north-south alley, located adjacent to the property at 6424 North Drake Avenue, be Vacated. The petitioner is Bais Chaim Dovid East (BCDE), who is seeking to build a religious facility at 6424 North Drake Avenue. The request is to vacate the public alley and convey the 3,241-square-foot property to BCDE for the purpose of integrating this strip of land into their development lot for a proposed synagogue and associated parking lot.

Staff research has found that there was a previous Ordinance approved in 1955 vacating the area that is the subject of this current request. However, neither that Ordinance or a Plat of Vacation were recorded with Cook County and, therefore, the Vacation was not completed and has not been recognized on subsequent County, Tax, or Village maps. In addition, the alley pavement was never removed, the alley itself was never blocked from use, and adjacent property owners have neither incorporated the alley property into their lot, nor paid taxes on the alley property.

Proposed Land Use

The Petitioner has prepared the attached conceptual site plan depicting the proposed layout of the building and parking lot. The proposed strip of land to be vacated would be added to the west side of the lot and used to provide area for required parking spaces, as well as the required landscape buffer from the west property line.



Requested Alley Vacation

Land Value

As is standard practice, the Village has procured the attached Appraisal, providing the value of the property proposed to be vacated. The area that is the subject of the Appraisal is 3,241-square feet. The Appraisal states a value of \$25/sq. ft. for the subject land. At that per square foot value, the **Appraised price for this land is \$81,000.**

Next Steps

Once the Village Board agrees to a land price for the public alley to be vacated, action will be required to Repeal the 1955 Vacation Ordinance and enact a new Ordinance Vacating the 3241-square-foot public alley, adjacent to 6424 North Drake Avenue. Staff anticipates bringing these requests to the January 2, 2018 Village Board meeting for approval.

Documents Attached:

1. Concept Site Plan
2. Appraisal by MaRous & Company, Dated December 14, 2017



SITE INFORMATION		
ITEM	REQUIRED	ACTUAL
ZONING DISTRICT	R-4	
SITE AREA		30,019sf
PARKING SPACES		37
(1 SPACE PER 4 SEATS IN MAIN ASSEMBLY)		
SEATS IN MAIN ASSEMBLY		136
BUILDING FOOTPRINT		5,002sf
GROSS BUILDING AREA		
1ST & 2ND FLOORS		10,004sf
BASEMENT		5,002sf
BUILDING COVERAGE (MAX)	35%	17%
FLOOR AREA RATIO	.6	.33
(1ST & 2ND STORY OF BUILDING)		
BUILDING HEIGHT	35' MAX	30'



ML GROUP
DESIGN + DEVELOPMENT

3424 OAKTON STREET SKOKIE, IL 60076 847.676.5300
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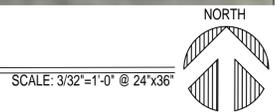
JOB NO.	P17-1011
DATE	11.01.17
ISSUED	DATE
FOR APPROVAL	
FOR PERMIT	
FOR BID	
FOR CONST.	
OTHER	
REVISIONS	DATE

PROJECT:
BCDE SHUL
6424 N. DRAKE AVENUE
LINCOLNWOOD, IL 60712
CLIENT:
BAIS CHAIM DOVID EAST
3450 OAKTON STREET
SKOKIE, IL 60076

SHEET TITLE
 SITE PLAN

SHEET NUMBER
AS1

ARCHITECTURAL SITE PLAN





MaROUS & COMPANY

December 14, 2017

Holland & Knight, LLP
131 South Dearborn Street
30th Floor
Chicago, Illinois 60603

Attention: Mr. Steven M. Elrod, Attorney At Law

Subject: Public Alley Vacation
Along West Boundary of 6424 North Drake Avenue
Lincolnwood, Illinois 60712
PIN 10-35-418-015

Dear Mr. Elrod:

In conformance with the signed letter of engagement, the vacant land and public alley located along the West boundary of 6424 North Drake Avenue, Lincolnwood, Illinois, has been inspected and appraised.

Purpose of the Assignment, Date, and Intended Use and User of the Appraisal

This restricted appraisal report has been prepared specifically for the use of Mr. Steven M. Elrod, Attorney at Law, and his client. Anyone else who uses this report is considered to be an unintended user. The purpose of this appraisal is to estimate the market value of the subject property as of December 3, 2017, to assist the client in determining at what price the property would sell if exposed for sale in the open market and to establish just compensation for possible sale to the owner of the property located at 6424 North Drake Avenue. The entire fee simple interest in the property is being appraised.

The sizes of 6424 North Drake Avenue and of the public alley, the area to be vacated located along the West boundary of 6424 North Drake Avenue are estimated based on a proposed architectural site plan diagram, a copy of which was provided by the village of Lincolnwood, on Sidwell maps, and on information provided by public record.

This type of appraisal report has limited reliability for unintended users because it has a lower level of written detail. Additional information underlying the conclusions presented in this report is retained in the MaRous and Company work file.

Steven M. Elrod, Attorney At Law
Along Western Boundary of 6424 North Drake Avenue
December 14, 2017

Definition of Market Value

The definition of market value as defined by the Office of the Controller of the Currency under 12 CFR, Part 34, Subpart C, has been used.

Scope of Work, Appraisal Development, and Reporting Process

In order to develop the fair market value of the fee simple estate of the subject property, an inspection was made by Nenad Denovich and Michael MaRous on December 3, 2017. The sales comparison approach to value was used. Because the subject property is vacant land, the cost approach and the income capitalization approach were not applicable. Information from the immediate and general areas for vacant land sales was gathered; an attempt to confirm all sale information with at least one party to the transaction was made; and the information was analyzed by applying the sales comparison approach to value. No plat of survey, legal description or topographical maps were provided. Supporting documentation is retained in the MaRous and Company files.

History and Use

The subject property, a public alley, is owned by the Village of Lincolnwood. It has not been involved in an arm's length transaction within the last 3 years. As of the date of value, the subject property consists of improved land which consists of asphalt pavement and which is situated parallel to and along the West boundary of 6424 North Drake Avenue. The east-adjointing property is unimproved vacant land.

Extraordinary Assumptions and Limiting Conditions

There are no extraordinary assumptions or limiting conditions. Please refer to the standard assumptions and limiting conditions in this report.

Property Description

The property to be vacated is a basically rectangular-shaped interior parcel situated immediately west of and parallel to the parcel identified as PIN 10-35-418-015. According to a the proposed architectural site diagram and public records, the property to be vacated contains approximately 3,241 square feet. Currently, the vacation area is improved with asphalt pavement and is basically level land. According to Flood Insurance Rate Map, Community Panel Number 17031C0402J, dated August 19, 2008, the appraised property is located in a zone X, which is considered to be an area of minimal flood risk hazard.

Steven M. Elrod, Attorney At Law
Along Western Boundary of 6424 North Drake Avenue
December 14, 2017

The property to which the vacated site is to be assembled is a rectangular-shaped interior parcel identified as PIN 10-35-418-015; prior to the assemblage, the site contains approximately square feet. After assemblage the site will contain approximately 30,019 square feet of usable land. The site identified as PIN 10-35-418-015 is currently unimproved vacant land.



Both the area to be vacated and the east-adjointing property are zoned R-4, Residential District, by the Village of Lincolnwood. The minimum buildable lot size must contain 5,400 square feet. The minimum lot width is 60 feet for detached single-family houses with attached garages. The maximum building height is 35 feet for single-family residences and is 45 feet for multifamily uses. The maximum lot coverage is 35 percent for single-family houses. Religious institutions are permitted. After assemblage, it appears the site would be only slightly augmented.

Steven M. Elrod, Attorney At Law
Along Western Boundary of 6424 North Drake Avenue
December 14, 2017



Highest and Best Use

The property to be vacated has a basically rectangular shape, has a basically level topography, and is improved with asphalt pavement. By itself, the subject property to be vacated is not a buildable site. The highest and best use of the area to be vacated is assemblage with the east-adjointing property to augment the existing improved site. Therefore, the highest and best use of the subject property is to assemble it to the east-adjointing property.

Valuation Process and Analysis

Because the subject site is vacant land, the cost approach to value and the income capitalization approach to value are not applicable to the valuation. Only the sales comparison approach to value has been used, and we have estimated the value of the subject property as the contributory value to the assemblage created by the subject property with the east-adjacent property.

The following table summarizes the land sales used in the analysis. Descriptions of the land sales analyzed and other data supporting these conclusions are contained in MaRous and Company office files. These files are available for inspection by the client, such third parties as may be authorized by due process of law, and a duly authorized professional peer review committee.

Steven M. Elrod, Attorney At Law
 Along Western Boundary of 6424 North Drake Avenue
 December 14, 2017

LAND SALES SUMMARY

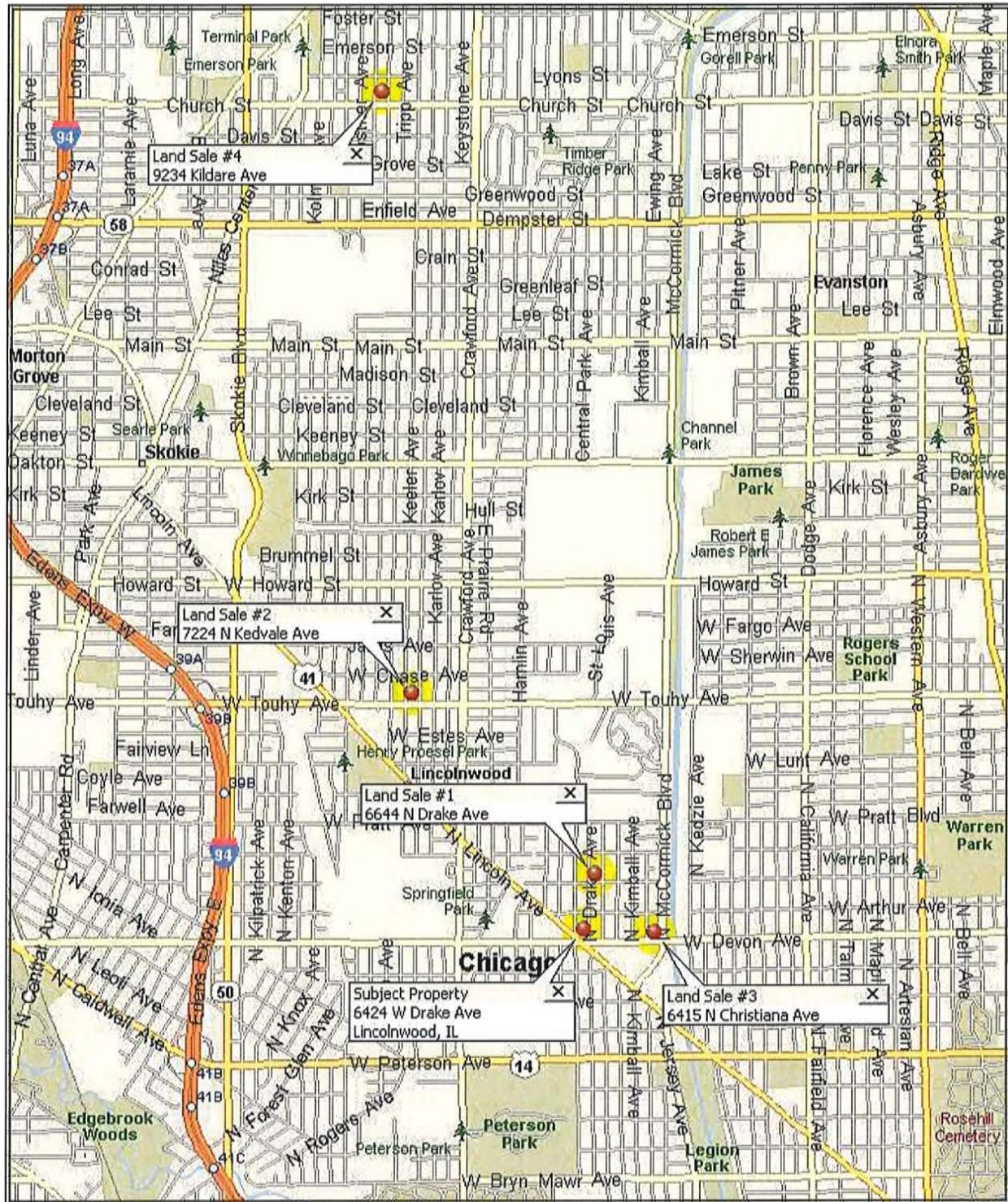
SALE No.	LOCATION	SALE PRICE	SALE DATE	LOT SIZE (SQ. FT.)	ZONING	PRICE PER SQ. FT.
1	6611 N Drake Ave. Lincolnwood, Illinois	\$295,000	2/16	8,118	R-3	\$36.34
2	7224 N. Kedvale Ave. Lincolnwood, Illinois	\$315,000	5/17	7,860	R-3	\$40.08
		\$255,000	1/17			\$32.44
3	6415 N. Christiana Ave. Lincolnwood, Illinois	\$175,000	5/13	7,500	R-4	\$23.33
4	9234 Kildare Ave. Skokie, Illinois	\$158,000	3/17	7,218	R-1	\$21.89
Subj.	Along West Boundary of 6424 W. Drake Ave. Lincolnwood, Illinois			3,241	R-4	

Land Sale #1 is located in Lincolnwood approximately one-half mile north of the subject property along the same arterial. As of the date of sale, this site was unimproved. The subject property, a public alley, abuts commercial uses near a major intersection. This sale is considered to have a superior residential location compared to that of the subject property.

Land Sale #2 is located in Lincolnwood approximately 1.5 miles northwest of the subject property. This site was sold twice within an approximately 4-month period. As of the date of sale, this site was unimproved. The subject property, a public alley, abuts commercial uses near a major intersection. This sale is considered to have a superior residential location compared to that of the subject property.

Land Sale #3 is located in Lincolnwood approximately three blocks northeast of the subject property. As of the date of sale, this site was unimproved. The subject property, a public alley, abuts commercial uses near a major intersection as does Land Sale #3. This sale is considered to have a similar residential location compared to that of the subject property. Additionally, this sale and the subject property share the same zoning classification. An upward adjustment for market conditions is warranted.

Land Sale #4 is located in the neighboring community of Skokie approximately 4 miles northwest of the subject property. As of the date of sale, this site was unimproved. The subject property, a public alley, abuts commercial uses near a major intersection. This sale is considered to have a superior residential location compared to that of the subject property.



LAND SALES LOCATION MAP

Steven M. Elrod, Attorney At Law
 Along Western Boundary of 6424 North Drake Avenue
 December 14, 2017

The immediate area of the subject property is developed with a mixture of older and newer single-family residences, multifamily buildings, and commercial retail buildings. The subject property abuts commercial uses along the west and south boundaries. The north boundary abuts a three-flat multifamily building, which is one of two multifamily uses along Drake Avenue in the immediate vicinity. Residential demand is considered to be relatively strong and stable.

The total area of the subject property is 3,241 square feet. The property to which the vacated site is to be assembled is an irregular-shaped interior parcel identified as PIN 10-35-418-015; prior to the assemblage, the site contains approximately square feet. After assemblage the site will contain approximately 30,019 square feet of usable land. There is a limited number of recent transactions of land sales in the village of Lincolnwood. However, each of the limited number of land sales gathered in the sales comparison approach to value section of this report has similar physical and locational characteristics compared to the subject property. The highest and best use after assembling the subject to the east-adjacent property located at 6424 North Drake Avenue would be to augment the overall site. It does not appear the public alley vacation would impede access to any neighboring uses.

After consideration of size, location, time of sale, and other factors, we estimate that the unit value of the existing site of 6424 North Drake Avenue (PIN 10-35-418-015) is \$25.00 per square foot, and of the assembled whole is \$25.00 per square foot of land area. The following table summarizes the estimated values.

	SIZE (SQ. FT.)	ESTIMATED VALUE PER SQ. FT.	TOTAL
Estimated Value of the Whole*	30,019	\$25.00	\$750,475
Estimated Value of Existing Site*	<u>26,778</u>	\$25.00	<u>\$669,450</u>
Just Compensation - Value of the Whole Less Value of Existing Residential Site	3,241		\$81,025
*Net Usable Site			

The indicated value of the fee simple interest in the subject property for purposes of just compensation is (rounded) \$81,000.

Steven M. Elrod, Attorney At Law
Along Western Boundary of 6424 North Drake Avenue
December 14, 2017

Overall Value Conclusion

The subject property is situated in a good residential location in the village of Lincolnwood. If vacated and assembled, the subject site would offer utility to the east-adjointing parcel to allow for a larger, more functional site.

Therefore, based upon the factors reviewed herein and the analysis of the data in MaRous and Company work files, the market value of the fee simple interest in the subject property as of December 3, 2017, is:

EIGHTY ONE THOUSAND DOLLARS
(\$81,000)

This value is contingent upon the estimated marketing time of 6 to 9 months. It is a gross value and no allowance was made for brokerage commissions or costs of utilities, real estate taxes, or other carrying costs during the marketing period.

This report is a restricted appraisal report prepared under the guidelines of USPAP and the analysis and opinions leading to the conclusions presented in it cannot be understood properly without additional information in the MaRous and Company work files. Its use is intended solely for Steven M. Elrod and his client; any other user is considered to be an unintended user. Any use of this restricted appraisal report without the original signatures invalidates the certificate of appraisal.

Respectfully submitted,

MaRous & Company



Nenad Denovich, Field Appraiser

Illinois Certified General - #553.001863 (9/19 expiration)



Michael S. MaRous, MAI, CRE

Illinois Certified General - #553.000141 (9/19 expiration)

ASSUMPTIONS AND LIMITING CONDITIONS

Reporting Requirements

This restricted appraisal report is intended to comply with the reporting requirements set forth under Standard Rule 2-2© of the Uniform Standards of Professional Appraisal Practice for a restricted appraisal report. As such, this report might not include full descriptions of the data, reasoning, and analyses that were used in the appraisal process to develop the opinion of value. Supporting documentation concerning the data, reasoning, and analyses is retained in the MaRous and Company files. The information contained in this report is specific to the needs of the client and is for the intended use stated in this report. MaRous and Company is not responsible for unauthorized use of this report.

Title and Survey

It is assumed that the title to the subject property is good and marketable. The survey provided to MaRous and Company is assumed to be the most current available, and the legal description provided to MaRous and Company is assumed to be essentially correct for purposes of this appraisal report; however, MaRous and Company reserves the right to adjust values accordingly. The value estimate is given without regard to any questions of title, boundaries, encumbrances, or encroachments.

Hazardous Waste

Unless otherwise stated in this restricted appraisal report, MaRous and Company has no knowledge of the existence of hazardous environmental conditions or substances, including and without limitation asbestos, polychlorinated biphenyls, petroleum leakage, and agricultural chemicals that may or may not be present on the subject property. Moreover, MaRous and Company appraisers are not qualified to test for these substances or conditions. Because the presence of substances such as asbestos, urea formaldehyde foam insulation, and other hazardous substances and environmental conditions may affect the value of a property, the value estimated is predicated on the assumption that no such condition exists on or in the subject property or in such proximity thereto that would cause a loss in value. No responsibility is assumed for any such conditions or for any expertise or engineering knowledge required to discover them.

Hidden Defects

All structures and mechanical components are assumed to be in sound, operable condition unless otherwise stated, and the value conclusions are based on that assumption. Additionally, the value estimate assumes that there are no soil or subsoil conditions that would cause a loss in value. No responsibility is assumed for architectural, structural, engineering, or mechanical matters, and MaRous and Company appraisers are not qualified to make professional judgments in these areas.

Management

Competent and prudent management of the subject property is assumed. The estimate of value reported herein assumes that the assessments are entirely paid and that the property is free and clear of such assessments. Opinions and statistics furnished by others during this investigation are assumed to be correct, and no responsibility is assumed for their accuracy.

Market Conditions

The value conclusions contained herein are based on the research of market conditions as of the valuation date. Every effort has been made to consider the effect of predictable governmental actions, as well as any environmental or ecological concerns, on the subject property; however, no responsibility is assumed for subsequent changes in the local or national economy or for subsequent changes in local market conditions resulting from local or national economy changes. Because this is an appraisal of market value and is not a feasibility study, no responsibility can be assumed for the ability of the property owner to find a purchaser of the subject property at the appraised value.

ADA Compliance

The Americans with Disabilities Act (ADA) became effective January 26, 1992. No specific determination of compliance with the various detailed requirements of the ADA was made for the subject property. It is possible that a complete compliance survey of the subject property together with a detailed analysis of the ADA requirements could show that the property is not in compliance with one or more of the requirements of the act. If so, this fact could have a negative affect upon the value of the subject property. Because no direct evidence relating to this issue was developed, possible lack of compliance with the ADA was not taken into account in estimating value.

Other

No right of expert testimony is included. An authentic copy of this restricted appraisal report is signed in ink on the last page of the certificate of appraisal; be aware of the potential for alterations on copies. Exhibits, including maps, site plans, and photographs, are provided for informational purposes and are not necessarily to scale. Nothing contained in this restricted appraisal report, particularly the valuation conclusions, the identity of any appraisers, and any reference to the Appraisal Institute or the MAI designation, is to be conveyed to a third party or to the public through advertising, public relations, news, sales, or other medium without the written consent and approval of MaRous and Company. If such consent is secured, the report must be used in its entirety and cannot be altered in any way and must include all limiting conditions, certifications, and qualifications.

CERTIFICATION

We certify that, to the best of our knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are our personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. We have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. We have not performed appraisal services regarding the property that is the subject of this report within the 3-year period immediately preceding acceptance of this assignment.
5. We have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
6. Our engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. Our compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. We have the knowledge and experience necessary to complete this report competently.
9. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with our understanding of the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute, which include the *Uniform Standards of Professional Appraisal Practice*.
10. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
11. We have made a personal inspection of the property that is the subject of this report.
12. As of the date of this report, we have completed the continuing education program of the Appraisal Institute.

MaRous & Company

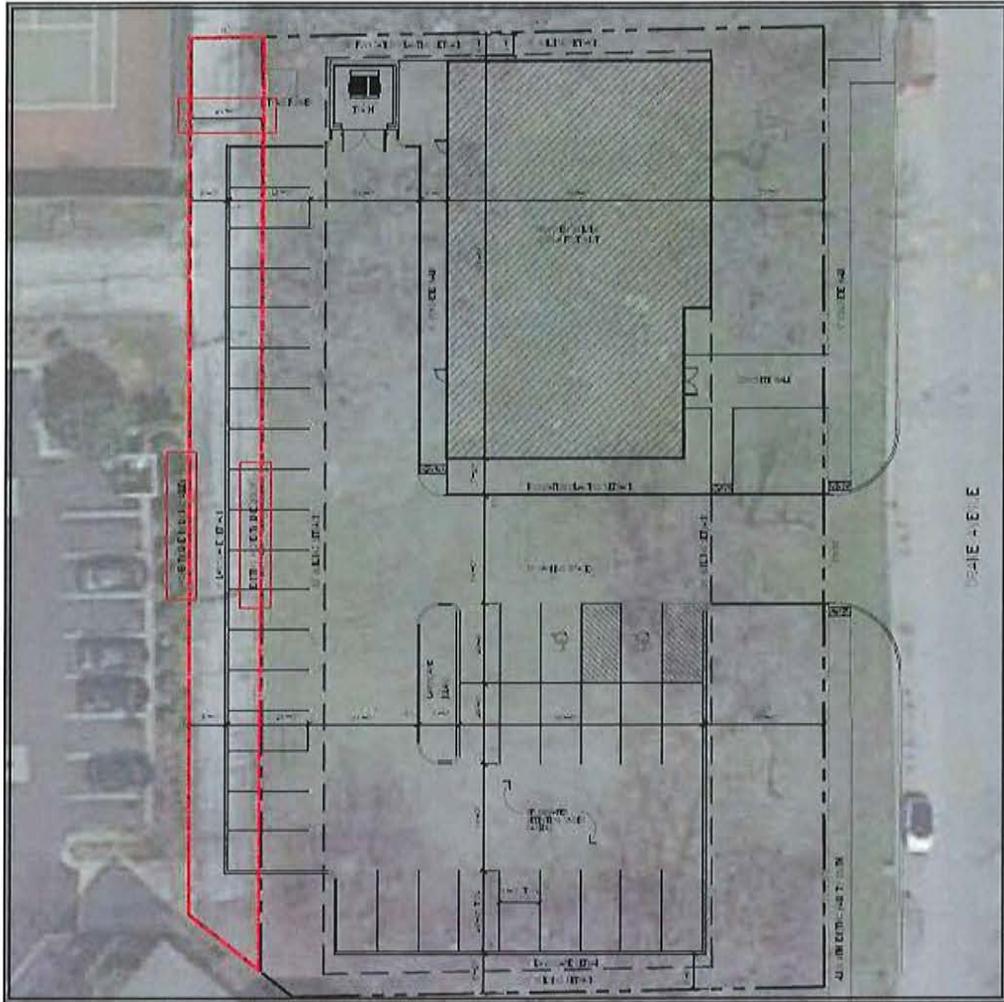


Nenad Denovich, Field Appraiser
Illinois Certified General - #553.001863 (9/19 expiration)



Michael S. MaRous, MAI, CRE
Illinois Certified General - #553.000141 (9/19 expiration)

ADDENDA



SITE PLAN

QUALIFICATIONS

Nenad Denovich

Nenad Denovich has been active in real estate appraisal since 2005 and is a General Associate Member of the Appraisal Institute, Number 491319. He is also a State of Illinois Certified General Real Estate Appraiser, License Number 553.001863 (9/19). Mr. Denovich has appraised a variety of types of properties for financing, condemnation, estate planning, real estate tax appeal, acquisition, and disposition purposes. He has completed Appraisal Institute education programs that lead to the MAI designation.

Appraisal Experience

- Heavy Industrial
- Warehouse-distribution Buildings
- Light Manufacturing
- Multitenant Office-flex space
- Mixed-use Properties
- Hotels/Motels
- Shopping Centers
- Multitenant Office Buildings
- Gasoline Stations
- 2-4 Unit Apartment Buildings
- Restaurants
- Special-purpose Properties
- Proposed Construction
- Subdivision Analysis
- Vacant Land
- Litigation Support
- Big Box Retail
- Single-family Residential
- Easements
- Multifamily Residential
- Commercial/residential Properties
- Theaters

Professional Designations and Affiliations

General Associate Member, Appraisal Institute, Number 491319
Illinois Certified General Appraiser, License Number 553.001863 (9/17)

Education

Bachelor of General Studies, Economics, University of Kansas, 2004

MICHAEL S. MAROUS STATEMENT OF QUALIFICATIONS

Michael S. MaRous, MAI, CRE, is president and owner of MaRous and Company. He has appraised more than \$15 billion worth of primarily investment-grade real estate in more than 25 states. In addition to providing documented appraisals, he has served as an expert witness in litigation proceedings for many law firms; financial institutions; corporations; builders and developers; architects; local, state, county, and federal governments and agencies; and school districts in the Chicago metropolitan area. His experience in partial interest, condemnation, damage impact, easement (including aerial and subsurface), marital dissolutions, bankruptcy proceedings, and other valuation issues is extensive. He has provided highest and best use, marketability, and feasibility studies for a variety of properties. Many of the largest redevelopment areas and public projects, including Interstate 355, the Chicago O'Hare International Airport expansion, the Chicago Midway International Airport expansion, and the McCormick Place expansion, are part of Mr. MaRous' experience. Mr. MaRous also has experience in regard to mediation and arbitration proceedings. Also, he has purchased and developed real estate for his own account.

APPRAISAL AND CONSULTATION EXPERIENCE

Business Parks Distribution Centers	Industrial Properties Manufacturing Facilities Research Facilities	Self-storage Facilities Warehouses
Auto Sales/Service Facilities Banquet Halls Big Box Stores	Commercial Properties Gasoline Stations Hotels and Motels Office Buildings	Restaurants Shopping Centers Theaters
Bowling Alleys Cemeteries Farms Golf Courses Lumber Yards	Special-Purpose Properties Nurseries Riverboat Gambling Facilities Schools Stadium Expansion Issues	Tank Farms Underground Gas Aquifers Utility Corridors Waste Transfer Facilities Wind Farms
Apartment Complexes Condominium Conversions	Residential Properties Condominium Developments Single-family Residences	Subdivision Developments Townhouse Developments
Agricultural Alleys Commercial	Vacant Land Easements Industrial Residential	Rights of Way Streets Vacations
Corporations Financial Institutions	Clients Law Firms Not-for-profit Associations	Private Parties Public Entities

EDUCATION

B.S., Urban Land Economics, University of Illinois, Urbana-Champaign
Continuing education seminars and programs through the Appraisal Institute
and the American Society of Real Estate Counselors, and real estate brokerage classes

PUBLIC SERVICE

Mayor, City of Park Ridge, Illinois (2003-2005)
Alderman, City of Park Ridge, including Liaison to the Zoning Board of Appeals and Planning and Zoning and
Chairman of the Finance and Public Safety Committees (1997-2005)

PROFESSIONAL AFFILIATIONS AND LICENSES

Appraisal Institute, MAI designation, Number 6159
Counselors of Real Estate, CRE designation
Illinois Certified General Real Estate Appraiser, License Number 553.000141 (9/19)
Indiana Certified General Real Estate Appraiser, License Number CG41600008 (6/18)
Wisconsin Certified General Real Estate Appraiser, License Number 1874-10 (12/19)
Minnesota Certified General Real Estate Appraiser, License Number 40330656 (8/18)
Pennsylvania Certified General Real Estate Appraiser, License Number GA004181 (6/19)
Iowa Certified General Real Estate Appraiser, License Number CG03468 (6/19)
Licensed Real Estate Broker (Illinois)

PROFESSIONAL ACTIVITIES

Mr. MaRous is past president of the Chicago Chapter of the Appraisal Institute. He is former chair and vice chair of the National Publications Committee and has sat on the board of *The Appraisal Journal*. In addition, he has served on and/or chaired more than 15 other committees of the Appraisal Institute, the Society of Real Estate Appraisers, and the American Institute of Real Estate Appraisers.

Mr. MaRous served as chair of the Midwest Chapter of the Counselors of Real Estate in 2006 and 2007 and has served on the National CRE Board since 2011. He sat on the Midwest Chapter Board of Directors, the Editorial Board of *Real Estate Issues*, and on various other committees.

Mr. MaRous also is past president of the Illinois Coalition of Appraisal Professionals. He also has been involved with many other professional associations, including the Real Estate Counseling Group of America, the Northwest Suburban Real Estate Board, the National Association of Real Estate Boards, and the Northern Illinois Commercial Association of Realtors.

PUBLICATIONS AND PROFESSIONAL RECOGNITION

Mr. MaRous has spoken at more than 20 programs and seminars related to real estate appraisal and valuation.

Author

"Low-income Housing in Our Backyards," *The Appraisal Journal*, January 1996
"The Appraisal Institute Moves Forward," *Illinois Real Estate Magazine*, December 1993
"Chicago Chapter, Appraisal Institute," *Northern Illinois Real Estate Magazine*, February 1993
"Independent Appraisals Can Help Protect Your Financial Base," *Illinois School Board Journal*, November-December 1990
"What Real Estate Appraisals Can Do For School Districts," *School Business Affairs*, October 1990

Awards

Appraisal Institute - George L. Schmutz Memorial Award, 2001
Chicago Chapter of the Appraisal Institute - Heritage Award, 2000
Chicago Chapter of the Appraisal Institute - Herman O. Walther, 1987 (Distinguished Chapter Member)

Reviewer or Citation in the Following Books

Rural Property Valuation, 2017
Real Estate Damages, 1999, 2008, and 2016
Golf Property Analysis and Valuation, 2016
Dictionary of Real Estate Appraisal, Fourth Edition, 2002 and Sixth Edition, 2015
Market Analysis for Real Estate, 2005 and 2014
Appraisal of Real Estate, Twelfth Edition, 2001, Thirteenth Edition, 2008, Fourteenth Edition, 2013
Shopping Center Appraisal and Analysis, 2009
Subdivision Valuation, 2008
Valuation of Apartment Properties, 2007
Valuation of Billboards, 2006
Appraising Industrial Properties, 2005
Valuation of Market Studies for Affordable Housing, 2005
Valuing Undivided Interest in Real Property: Partnerships and Cotenancies, 2004
Analysis and Valuation of Golf Courses and Country Clubs, 2003
Valuing Contaminated Properties: An Appraisal Institute Anthology, 2002
Hotels and Motels: Valuation and Market Studies, 2001
Land Valuation: Adjustment Procedures and Assignments, 2001
Appraisal of Rural Property, Second Edition, 2000
Capitalization Theory and Techniques, Study Guide, Second Edition, 2000
Guide to Appraisal Valuation Modeling Land, 2000
Appraising Residential Properties, Third Edition, 1999
Business of Show Business: The Valuation of Movie Theaters, 1999
GIS in Real Estate: Integrating, Analyzing and Presenting Locational Information, 1998
Market Analysis for Valuation Appraisals, 1995

REPRESENTATIVE WORK OF MICHAEL S. MAROUS

Headquarters/Corporate Office Facilities in Illinois

Fortune 500 corporation facility, 200,000 sq. ft., Libertyville
Corporate headquarters, 300,000 sq. ft. and 500,000 sq. ft., Chicago
Fortune 500 corporation facility, 450,000 sq. ft., Northfield
Major airline headquarters, 1,100,000 million sq. ft. on 47 acres, Elk Grove Village
Former communications facility, 1,400,000 million sq. ft. on 62 acres, Skokie and Niles
Corporate Headquarters, 1,500,000+ sq. ft., Lake County
Former Sears Headquarters Redevelopment Project, Chicago

Office Buildings in Chicago

401 South LaSalle Street, 140,000 sq. ft.
134 North LaSalle Street, 260,000 sq. ft.
333 North Michigan Avenue, 260,000 sq. ft.
171 West Randolph Street, 360,000 sq. ft.
20 West Kinzie Street, 405,000 sq. ft.
55 East Washington Street, 500,000 sq. ft.
10 South LaSalle Street, 870,000 sq. ft.
222 West Adams Street, 1,000,000 sq. ft.
141 West Jackson Boulevard, 1,065,000 sq. ft.
333 South Wabash Avenue, 1,125,000 sq. ft.
155 North Wacker Drive, 1,406,000 sq. ft.
70 West Madison Street, 1,430,000 sq. ft.
111 South Wacker Drive, 1,454,000 sq. ft.
175 West Jackson Boulevard, 1,450,000 sq. ft.
227 West Monroe Street, 1,800,000 sq. ft.
10 South Dearborn Street, 1,900,000 sq. ft.

Hotels in Chicago

One West Wacker Drive (Renaissance Chicago Hotel)
10 East Grand Avenue (Hilton Garden Inn)
106 East Superior Street (Peninsula Hotel)
120 East Delaware Place (Four Seasons)
140 East Walton Place (The Drake Hotel)
160 East Pearson Street (Ritz Carlton)
301 East North Water Street (Sheraton Hotel)
320 North Dearborn Street (Westin Chicago River North)
401 North Wabash Avenue (Trump Tower)
505 North Michigan Avenue (Hotel InterContinental)
676 North Michigan Avenue (Omni Chicago Hotel)
800 North Michigan Avenue (The Park Hyatt)

Large Industrial Properties in Illinois

Large industrial complexes, 400,000 sq. ft., 87th Street and Greenwood Avenue, Chicago
Distribution warehouse, 580,000 sq. ft. on 62 acres, Champaign
Publishing house, 700,000 sq. ft. on 195 acres, U.S. Route 45, Mattoon
AM Chicago International, 700,000± sq. ft. on 41 acres, 1800 West Central Road, Mount Prospect
Nestlé distribution center, 860,000 sq. ft. on 153 acres, DeKalb
U.S. Government Services Administration distribution facility, 860,000 sq. ft., 76th Street and Kostner Avenue, Chicago
Fortune 500 company distribution center, 1,000,000 sq. ft., Elk Grove Village
Caterpillar Distribution Facility, 2,231,000 sq. ft., Morton
Self-storage facilities, various Chicago metropolitan locations

Airport Related Properties

Mr. MaRous has performed valuations on more than 100 parcels in and around Chicago O'Hare International Airport, Chicago Midway International Airport, Palwaukee Municipal Airport, Chicago Aurora Airport, DuPage Airport, and Lambert-St. Louis International Airport

Vacant Land in Illinois

15 acres, office, Northbrook	250 acres, Island Lake
20 acres, residential, Glenview	450 acres, residential, Wauconda
25 acres, Hinsdale	475± acres, various uses, Lake County
55 acres, mixed-use, Darien	650 acres, Hawthorne Woods
68 acres, Roosevelt Road and the Chicago River	650 acres, Waukegan/Libertyville
75 acres, I-88 at I-355, Downers Grove	800 acres, Woodridge
100± acres, various uses, Lake County	900 acres, Matteson
100 acres, Western Springs	1,000± acres, Batavia area
140 acres, Flossmoor	2,000± acres, Northern Lake County
142 acres, residential, Lake County	5,000 acres, southwest suburban Chicago area
160 acres, residential, Cary	Landfill expansion, Lake County
200 acres, mixed-use, Bartlett	

Retail Facilities

20 Community shopping centers, various Chicago metropolitan locations
Big-box uses, various Chicago metropolitan locations and the Midwest
Gasoline Stations, various Chicago metropolitan locations
More than 50 single-tenant retail facilities larger than 80,000 sq. ft., various Midwest metropolitan locations

Residential Projects

Federal Square townhouse development project, 118 units, \$15,000,000+ sq. ft. project, Dearborn Place, Chicago
Marketability and feasibility study, 219 East Lake Shore Drive, Chicago
Riverview II, Chicago; Old Town East and West, Chicago; Museum Park Lofts II, Museum Park Tower 4, University Commons, Two
River Place, River Place on the Park, Chicago;
Timber Trails, Western Springs, Illinois

Market Impact Studies

Land-fill projects in various locations
Quarry expansions in Boone and Kendall counties
Commercial development and/or parking lots in various communities
Zoning changes in various communities
Waste transfer stations in various communities

Energy Projects

Oakwood Hills Energy Center, McHenry County Illinois, market impact analysis
Walnut Ridge Wind Farm, Bureau County, Illinois, market impact analysis
Twin Forks Wind Farm, Macon County, Illinois, market impact analysis
Twin Groves Wind Farm, McLean County, Illinois, market impact analysis
Otter Creek Wind Farm, LaSalle County, Illinois, market impact analysis
Pleasant Ridge Wind Farm, Livingston County, Illinois, consulting
Commonwealth Edison, high tension lines, market impact analysis
Lackawanna Power Plant, Lackawanna County, Pennsylvania, market impact analysis
Brookhaven, New York, solar energy production facility, consulting

Business and Industrial Parks

Chevy Chase Business Park, 30 acres, Buffalo Grove
Carol Point Business Center, 300-acre industrial park, Carol Stream, \$125,000,000+ project
Internationale Centre, approximately 1,000 acre-multiuse business park, Woodridge

Properties in Other States

330,000 sq. ft., Newport Beach, California
Former government depot/warehouse and distribution center, 2,500,000 sq. ft. on 100+ acres, Ohio
Shopping Center, St. Louis, Missouri
Office Building, Clayton, Missouri
Condominium Development, New York, New York
Hormel Foods, various Midwest locations
Wisconsin Properties including Lowes, Menards, Milwaukee Zoo, CVS Pharmacies in Milwaukee, Dairyland Race Track, Major
Industrial Property in Manawa, Class A Office Buildings and Vacant Land

REPRESENTATIVE CLIENT LISTING OF MICHAEL S. MAROUS

Law Firms

Alschuler, Simantz & Hem LLC
Ancel, Glink, Diamond, Bush,
DiClanni & Krafthefer
Arnstein & Lehr LLP
Berger, Newmark & Fenchel P.C.
Berger Schatz
Botti Law Firm, P.C.
Carmody MacDonald P.C.
Carr Law Firm
Crane, Heyman, Simon, Welch & Clar
Daley & Georges, Ltd.
Day, Robert & Morrison, P.C.
Dentons US LLP
DiMonte & Lizak LLC
DLA Piper
Dreyer, Foote, Streit, Furgason &
Slocum, P.A.
Drinker, Biddle & Reath LLP
Figliulo & Silverman, P.C.
Foran, O'Toole & Burke LLC
Franczek Radelet P.C.
Fredrikson & Byron, P.A.
Freeborn & Peters LLP

Gould & Ratner LLP
Greenberg Traurig LLP
Helm & Wagner
Robert Hill Law, Ltd.
Hinshaw & Culbertson LLP
Holland & Knight LLP
Ice Miller LLP
Jenner & Block
Katz & Stefani, LLC
Kinnally, Flaherty, Krentz, Loran, Hodge
& Mazur PC
Kirkland & Ellis LLP
Klein, Thorpe & Jenkins, Ltd.
McDermott, Will & Emery
Mayer Brown
Michael Best & Friedrich LLP
Morrison & Morrison, Ltd.
Bryan E. Mraz & Associates
Neal, Gerber & Eisenberg, LLP
Neal & Leroy LLC
O'Donnell Haddad LLC
Prendergast & DelPrincipe
Rathje & Woodward, LLC

Righeimer, Martin & Ciquino, P.C.
Robbins, Salomon & Patt, Ltd.
Rosenfeld Hafton Shapiro & Farmer
Rosenthal, Murphey, Coblenz & Donahue
Rubin & Associates, P.C.
Ryan and Ryan, P.C.
Reed Smith LLP
Sarnoff & Baccash
Scariano, Himes & Petrarca, Chtd.
Schiff Hardin LLP
Schiller, DuCanto & Fleck LLP
Schriott, Luetkehans & Garner, LLC
Schuyler, Roche & Crisham, P.C.
Sidley Austin LLP
Storino, Ramello & Durkin
Thomas M. Tully & Associates
Thompson Coburn, LLP
Tuttle, Vedral & Collins, P.C.
Vedder Price
von Briesen & Roper, SC
Winston & Strawn LLP
Worsek & Vihon LLP

Financial Institutions

AmericaUnited Bank Trust
BMO Harris Bank
Charter One
Citibank
Cole Taylor Bank
First Bank of Highland Park
First Financial Northwest Bank

First Midwest Bank
First State Financial
Glenview State Bank
Itasca Bank & Trust Co.
Lake Forest Bank & Trust Co.
MB Financial Bank

Midwest Bank
Northern Trust
Northview Bank & Trust
The Private Bank
Wintrust

Corporations

Advocate Health Care System
Alliance Property Consultants
American Stores Company
Archdiocese of Chicago
Arthur J. Rogers and Company
Avangrid Renewables, LLC
BHE Renewables
BP Amoco Oil Company
Christopher B. Burke Engineering, Ltd.
Cambridge Homes
Canadian National Railroad
Capital Realty Services, Inc.
Chicago Cubs
Children's Memorial Hospital
Chrysler Realty Corporation

Citgo Petroleum Corporation
CorLands
CVS
Edward R. James Partners, LLC
Enterprise Development Corporation
Enterprise Leasing Company
Exxon Mobil Corporation
Hamilton Partners
Hollister Corporation
Imperial Realty Company
Invenergy LLC
Kimco Realty Corporation
Kinder Morgan, Inc.
Lakewood Homes

Lowe's Companies, Inc.
Loyola University Health System
Marathon Oil Corporation
Meijer, Inc.
Menards
Mesirow Stein Real Estate, Inc.
Paradigm Tax Group
Prime Group Realty Trust
Public Storage Corporation
RREEF Corporation
Shell Oil Company
Union Pacific Railroad Company
United Airlines, Inc.

Public Entities

Illinois Local Governments and Agencies

Village of Arlington Heights	Glenview Park District	City of Palos Hills
Village of Barrington	Village of Harwood Heights	City of Peoria
Village of Bartlett	City of Highland Park	City of Prospect Heights
Village of Bellwood	Village of Hinsdale	City of Rolling Meadows
Village of Brookfield	Village of Inverness	Village of Rosemont
Village of Burr Ridge	Village of Kenilworth	City of St. Charles
City of Canton	Village of Kildeer	Village of Schaumburg
Village of Cary	Village of Lake Zurich	Village of Schiller Park
City of Chicago	Leyden Township	Village of Skokie
Village of Deer Park	Village of Lincolnshire	Village of South Barrington
City of Des Plaines	Village of Lincolnwood	Village of Streamwood
Des Plaines Park District	Village of Morton Grove	Metropolitan Water Reclamation
Downers Grove Park District	Village of Mount Prospect	District of Greater Chicago
City of Elgin	Village of North Aurora	City of Waukegan
Elk Grove Village	Village of Northbrook	Village of Wheeling
City of Elmhurst	City of North Chicago	Village of Wilmette
Village of Elmwood Park	Village of Northfield	Village of Willowbrook
City of Evanston	Northfield Township	Village of Winnetka
Village of Forest Park	Village of Oak Brook	Village of Woodridge
Village of Franklin Park	Village of Orland Park	
Village of Glenview		

County Governments and Agencies

Boone County State's Attorney's Office	Forest Preserve District of DuPage County	Lake County
Forest Preserve of Cook County	Kane County	Lake County Forest Preserve District
Cook County State's Attorney's Office	Kendall County Board of Review	Lake County State's Attorney's Office
DuPage County Board of Review		Morton Township
		Peoria County

State and Federal Government Agencies

Federal Deposit Insurance Corporation	Illinois Housing Development Authority	Internal Revenue Service
U.S. General Services Administration	Illinois State Toll Highway Authority	The U.S. Postal Service

Schools

Argo Community High School District No. 217	Elk Grove Community Consolidated District No. 59	Northwestern University
Arlington Heights District No. 25 Township High School District No. 214, Arlington Heights	Elmhurst Community Unit School District No. 205	Orland Park School District No. 135
Barrington Community Unit District No. 220	Glen Ellyn School District No. 41	Palatine High School District #211
Chicago Board of Education	Glenbard High School District No. 87	Rhodes School District No. 84-1/2
Chicago Ridge District No. 127½	Indian Springs School District No. 109	Riverside-Brookfield High School District No. 208
College of Lake County	LaGrange School District No. 105	Rosalind Franklin University
Community Consolidated School District No. 15	Lake Forest Academy	Roselle School District No. 12
Community Consolidated School District No. 146	Leyden Community High School District No. 212	Schaumburg Community Consolidated District No. 54
Community School District No. 200	Loyola University	Sunset Ridge School District No. 29
Consolidated High School District No. 230	Lyons Township High School District No. 204	Township High School District No. 211
Darien District No. 61	Maine Township High School District No. 207	Township High School District No. 214
DePaul University	Niles Elementary District No. 71	Triton College
	North Shore District No. 112, Highland Park	University of Illinois
		Wheeling Community Consolidated District No. 21
		Wilmette District No. 39



MEMORANDUM

TO: Timothy Wiberg, Village Manager

FROM: Steve McNellis, Community Development Director

DATE: December 19, 2017

SUBJECT: Proposed Zoning Code Text Amendments

This memorandum presents a continuing series of Zoning Code regulations that staff believes warrant discussion and amendment based on input from the Village Board, Plan Commission, and Economic Development Commission. The amendments for consideration in this memorandum aim to achieve the following objectives: 1) provide appropriate flexibility for commercial signage; and 2) expand opportunities for commercial businesses to promote their products and services.

For each issue, the memorandum describes the relevant regulations, the impetus for its review, relevant policy questions that can be discussed as part of the formal amendment and hearing process, and, where appropriate, potential regulatory solutions to be explored. The Code amendments recommended for consideration and referral include:

- Temporary Signs – Special Event/Grand Opening
- Temporary Sign Panels
- Sign Location
- Portable Sign Design

Temporary Signs – Special Event/Grand Opening

Zoning Code Section 11.04(8) (see Attachment #2) provides specific limitations on the number of events and number of days per event in which a “special event” temporary sign is permitted.

Currently, that limitation is for two nonconsecutive events, for no more than 15 days per event. There are no limitations on sign type, size, number, or location. This has led to some confusion internally as to whether or not any limitations can currently be set, as well as challenges for recurring events. As an example, if the mall proposed an artisanal market in their food court once a month, they would only be permitted to put a temporary sign or banner out to advertise the event two of every twelve months.

Staff is recommending that requirements for these types of temporary signs be better defined. More importantly, we are recommending that the permissible number of days per year be increased. The retail and commercial environment throughout the country is very challenging at the moment. Any business-friendly code revisions the Village can approve to show solidarity and support for these businesses would be well received. In addition, the Village's current regulations are perhaps too constrained, as evidenced by the fact that some businesses simply ignore Village regulations and install temporary signs without approval, while others leave signs installed beyond the permitted time frame. As such, staff recommends that the permissible number of days be increased to 60 days per year, with a minimum of five days per event. If adopted, this could permit up to twelve events per year (one per month). Staff is also recommending that there be limitations placed on the size of temporary signage and the number per lot as well as consideration given to the type/location of signs.

Relevant policy questions to be explored through the amendment process include the following:

- Should the number of days permitted for temporary signs on each property be increased? If so, what duration is acceptable?
- Should the number of events for which temporary signage is erected, be limited? If so, what is an acceptable number of events for which this signage could be posted?
- Should the type and number of temporary signs be defined and limited?
- Should the permissibility of temporary signs be expanded to allow a specific sale (i.e., "50-cent donuts today") rather than just permitting temporary signs for special events?

Temporary Sign Panels

Temporary signs that cover existing monument sign panels may be appropriate under certain circumstances. The Zoning Code currently does not permit existing monument signs to be covered with a material of a temporary nature that displays information other than that of the existing tenant. This is regulated primarily through a requirement that signs be designed "for permanence." In addition, temporary sign coverings/panels are not specifically noted in the Sign section of the Village Code as being permitted, which, by default, prohibits them. Cases in which such signage may be appropriate include:

1. New Tenant Identification
2. Properties For Sale/Lease

New tenant identification may be necessary when a company is rebranded, but still working on designing new permanent signs. It also could occur when a new company takes over an old space, and either remains open or opens shortly thereafter. In some cases, there may be lag time between opening/reopening and the new permanent sign being manufactured and installed.



Rebranded Bank



For-Lease Sign

With regard to leasing/for sale signs, providing an opportunity to “bag” the existing monument sign can provide positive aspects. Primarily, it removes the stigma of a blank or empty sign cabinet which can provide a perception that an area is declining. In addition, it reduces sign proliferation as the permanent monument sign becomes the leasing/for sale sign temporarily, providing a net reduction of signage (utilizing the existing monument signage as the leasing/for sale sign would preclude any other free-standing sign advertising the property). Finally, permitting the monument sign panel to be utilized as a real estate sign provides greater visibility, potentially resulting in an opportunity for a quicker real estate transaction. Ultimately, quick turnover of a vacant site to one with a new owner/tenant is in the Village’s best interest.

If permissibility of such signage is to be considered, it would be important to outline the acceptable parameters (how the sign is wrapped, permitted materials, etc.). Relevant policy questions to be explored throughout the amendment process include the following:

- Should existing monument sign panels be permitted to be wrapped for new tenant identification and/or leasing/for sale signs?
- If so, should there be a limitation on how the sign is wrapped and the permitted materials?
- What is the maximum time frame that would be permitted? Would it be different for temporary new tenant identification versus leasing/for sale signs?

Sign Location

The Village currently regulates the location of certain temporary and permanent signage in relation to a property line. Zoning Code Sections 11.04(1)(v) & 11.05(17)(ii)(1) (see Attachment #3) state that both Monument signs and Exempt Signs (i.e., Real Estate signs) are required to be set back a minimum of ten feet from the exterior property line. This can be a difficult setback to meet on the small commercial lots typically found throughout the Village. When a building footprint and required parking are designed for a site, there is often very little room remaining to locate a monument sign with a ten-foot setback.



Similarly, real estate signs cannot meet the ten-foot setback given the close proximity of parking areas to the street. Variations for the location of these types of signs are not uncommon. Both the recently-approved Stefani's restaurant and AT&T store required monument sign setback Variations given the proximity of the parking lot to the exterior property line. In addition, most of the real estate signs along Lincoln Avenue are on lots where a ten-foot setback would be virtually impossible.

Ultimately, it is in the Village's best interest to assist property owners in selling/leasing their buildings or tenant space. A more visible sign, within reason, is helpful to meet that goal.

Relevant policy questions to be explored throughout the amendment process include the following:

- Should the setback for permanent signage be reduced from the current ten-foot requirement? If so, is five feet acceptable? One foot? Or is any setback from a property line appropriate?
- Should the setback for real estate signs be reduced from the current ten-foot requirement? If so, is five feet acceptable? One foot? Or is any setback from a property line appropriate?

Portable Sign Design

Zoning Code section 11.05(24) (see Attachment #4) requires that portable signs (such as A-frame signs or sandwich boards) be professionally printed and not hand written. However, there are a number of portable sign designs available that consist of write-on dry-erase boards which permit businesses to write specials for the day. This provides the opportunity to immediately advertise a daily special, rather than waiting for a professionally-printed sign to be produced. Restaurants often use these dry-erase boards to advertise their daily specials, as do certain service industries, such as salons. This can provide businesses greater flexibility without the additional cost of having professionally-printed inserts for an A-frame or sandwich board.

Relevant policy questions to be explored throughout the amendment process include:

- Should professional printing of portable signs continue to be required?
- Should hand writing of portable signs be permitted under any circumstances (i.e., type of business, location of business, etc.)?



Changeable Copy Portable Signs

Professionally-Printed Portable Sign

RECOMMENDATION

Staff recommends the Village Board consider referring to the Plan Commission the following Text Amendments for a Public Hearing: temporary signs for special events/grand openings, temporary sign panels, sign location, and portable sign design.

Documents Attached

1. Current Regulations Related to Temporary Signs – Special Events
2. Current Regulations Related to Sign Location
3. Current Regulations Related to Portable Sign Design
4. Committee of the Whole PowerPoint Presentation

Attachment #1 - Temporary Signs - Special Events

11.04 Permitted on-premises signs

(8)

Special event/grand opening signs. The following temporary, special event signs shall be permitted on private property only for a total of two nonconsecutive events per year, but shall not be erected or maintained for a period exceeding 15 consecutive days per event, and must be removed if wind gusts exceed safety guidelines or design standards for the sign, or the standards for safety tie downs to or by which they are affixed or secured:

[Amended 10-1-2013 by Ord. No. 2013-3071]

i.

Pennant/streamer signs;

ii.

Temporary banner signs; and

iii.

Other temporary signs for special events not requiring a special sign permit, and as may be approved by the Zoning Officer.

Attachment #2 - Sign Location

Section 11.04 (1) Monument Signs

v.

Setback. No monument sign shall be located closer than 10 feet to an exterior property line, nor closer than 50 feet to an interior property line. For a monument sign constructed at a unified business center, under multiple ownerships, interior lot lines shall only pertain to the outermost lot line.

Section 11.05 Exempt Signs

(17)

Real estate sign: one sign used to offer for sale, lease or rent the land or buildings upon which the sign is located, in compliance with the following:

i. In residential district:

1.

A ground sign shall not exceed six square feet in area per side, five feet in height above finished grade and shall not be closer than five feet to any property line; or

2.

A wall sign shall not exceed six square feet in area and shall not exceed six feet in height from the finished floor elevation of any relevant space.

ii. In business and manufacturing districts:

1.

A ground sign shall not exceed 16 square feet in area per side for a property with 50 feet or less of lot frontage, or 32 square feet in area per side for a property with more than 50 feet of lot frontage. Ground signs shall not exceed six feet in height above finished grade and shall not be closer than 10 feet to any property line.

2.

A wall sign shall not exceed 16 square feet in area for a property with 50 feet or less of lot frontage, or 32 square feet in area per side for a property with more than 50 feet of lot frontage. Wall signs shall not exceed 20 feet in height above finished grade.

Attachment #3 -Portable Sign Design

Section 11.05 Exempt Signs

(24)

Portable signs. Portable signs, such as A-frame signs or sandwich boards, are permitted in front of business or commercial establishments on private property only, subject to the following limitations:

[Added 10-1-2013 by Ord. No. 2013-3071]

i.

Only one portable sign may be located along each frontage of a business establishment;

ii.

No portable sign may exceed four feet in height;

iii.

No portable sign may exceed six square feet in sign face area;

iv.

No portable sign may be located within any sight triangle;

v.

Portable signs, or changeable copy board for use in connection with portable signs, must be professionally printed and must not be written by hand;

vi.

Portable signs must be maintained in like-new appearance and must be free of dents or other damage;

vii.

Portable signs may be displayed only during the hours of operation of the business establishment in front of which the portable sign is displayed; and

viii.

Portable signs must be weighted or anchored so that they remain upright.

Proposed Zoning Text Amendments

Temporary Signs – Special Event/Grand Opening

Temporary Sign Panels

Sign Location

Portable Sign Design

***Temporary Signs –
Special Event/
Grand Opening***

Existing Regulation

- Special Event and Grand Opening temporary signs limited to two non-consecutive 15-day events.
- No limitations on sign type, size, number or location.

(8) Special event/grand opening signs. The following temporary, special event signs shall be permitted on private property only for a total of two nonconsecutive events per year, but shall not be erected or maintained for a period exceeding 15 consecutive days per event, and must be removed if wind gusts exceed safety guidelines or design standards for the sign, or the standards for safety tie downs to or by which they are affixed or secured:

[Amended 10-1-2013 by Ord. No. 2013-3071]

- i. Pennant/streamer signs;
- ii. Temporary banner signs; and
- iii. Other temporary signs for special events not requiring a special sign permit, and as may be approved by the Zoning Officer.

Issues

- Overly-stringent requirements may discourage seeking the required Village permit
- Short permissible time frames may not align with business needs
- Better definition of permissible temporary sign parameters is necessary
- Consideration to reduce the minimum number of days per event may be appropriate to provide greater flexibility for recurring events.

Recommendation

- In a challenging retail and commercial environment, business-friendly code revisions can show solidarity and support, so staff recommends:
 1. Increase the permissible number of days
 - 60 days per calendar year
 2. Reduce the minimum number of days
 - 5 days per event (allows up to 12 events per year)
 3. Place limitations on size, number and types of temporary signs

Considerations

- Should the number of permissible days on each property be increased? If so, what duration is acceptable?
- Should the number of events be limited? If so, what number is acceptable?
- Should the sign material and number of signs be limited?
- Should the content of temporary event signs be expanded to allow a specific sale, rather than just an event?

***Temporary
Sign Panels***

Existing Regulation

- Free-standing signs not permitted to be covered with material of a temporary nature
- Free-standing signs cannot display information other than that of the existing tenant/owner

ii. Use of natural materials. Natural materials such as wood, stone or brick are encouraged for signs.

iii. Permanence, harmony and compatibility. Signs shall be designed for permanence and their materials and construction shall not detract from the permanence of the buildings they identify.

Prohibited Signs

(19) Any other sign that is not expressly permitted by this article.

Issues

- Covering or “bagging” a sign may be appropriate for:

1. New tenant identification
2. Properties for sale/lease



- Benefits of permitting such signage include:

1. Allows tenants to get identification up immediately
2. Removes the stigma of a blank/empty sign cabinet, which can create perception of an area in decline
3. Reduces sign proliferation, with an existing sign serving as the only real estate sign on a property
4. Greater real estate sign visibility could result in a quicker real estate transaction

Recommendation

- Permit “Temporary Sign Panels”, with acceptable parameters, including:
 1. Must provide a tight-fit wrapping that completely covers and conforms to underlying shape
 2. New tenant identification should have a limitation on number of days (ie. 90 or 120 days)
 3. Specify acceptable materials

Considerations

- Should existing monument/pole signs be permitted to be wrapped for new tenant identification and or Lease/Sale signs?
- If so, should there be a limitation on how the sign is wrapped and the acceptable materials?
- What is maximum permissible time frame for temporary sign coverings?

Sign Location

Existing Regulation

- Both permanent and temporary signs are required to maintain a setback of 10' from the exterior property line.
- Variations for permanent signs are common.
- Inadequately setback temporary signs are common.

Section 11.04 (1) Monument Signs

V.

Setback. No monument sign shall be located closer than 10 feet to an exterior property line, nor closer than 50 feet to an interior property line. For a monument sign constructed at a unified business center, under multiple ownerships, interior lot lines shall only pertain to the outermost lot line.

Section 11.05 Exempt Signs

(17)

Real estate sign: one sign used to offer for sale, lease or rent the land or buildings upon which the sign is located, in compliance with the following:

i. In residential district:

1.

A ground sign shall not exceed six square feet in area per side, five feet in height above finished grade and shall not be closer than five feet to any property line; or

2.

A wall sign shall not exceed six square feet in area and shall not exceed six feet in height from the finished floor elevation of any relevant space.

ii. In business and manufacturing districts:

1.

A ground sign shall not exceed 16 square feet in area per side for a property with 50 feet or less of lot frontage, or 32 square feet in area per side for a property with more than 50 feet of lot frontage. Ground signs shall not exceed six feet in height above finished grade and shall not be closer than 10 feet to any property line.

2.

A wall sign shall not exceed 16 square feet in area for a property with 50 feet or less of lot frontage, or 32 square feet in area per side for a property with more than 50 feet of lot frontage. Wall signs shall not exceed 20 feet in height above finished grade.

Issues

- Typical small commercial lots provide challenges for sign setbacks
- Variations are not uncommon
 1. Stefani's Restaurant
 2. AT&T Store at Touhy & Lawndale
- Codes that create additional process and bureaucracy are not business-friendly



Recommendation

- Reduce the setback for permanent and temporary signs to 1' from the property line
 - Essentially no setback
 - 1' is provided to insure that the base and foundation of the sign remain on private property.

Considerations

- Should the setback for permanent signage be reduced from the current 10' requirement? If so, is 5' acceptable? 1'? Or is any setback from a property line appropriate?
- Should the setback for real estate signs be reduced from the current 10' requirement? If so, is 5' acceptable? 1'? Or is any setback from a property line appropriate?

Portable Sign Design

Existing Regulation

- Portable Signs (ie. A-frames or sandwich boards) are required to be professionally printed.
- Portable Signs may not be hand-written.

Section 11.05 Exempt Signs

(24)

Portable signs. Portable signs, such as A-frame signs or sandwich boards, are permitted in front of business or commercial establishments on private property only, subject to the following limitations:

[Added 10-1-2013 by Ord. No. 2013-3071]

i.

Only one portable sign may be located along each frontage of a business establishment;

ii.

No portable sign may exceed four feet in height;

iii.

No portable sign may exceed six square feet in sign face area;

iv.

No portable sign may be located within any sight triangle;

v.

Portable signs, or changeable copy board for use in connection with portable signs, must be professionally printed and must not be written by hand;

vi.

Portable signs must be maintained in like-new appearance and must be free of dents or other damage;

vii.

Portable signs may be displayed only during the hours of operation of the business establishment in front of which the portable sign is displayed; and

viii.

Portable signs must be weighted or anchored so that they remain upright.

Issues

- Professionally-printed requirement incurs costs for each advertisement.
- Does not permit spontaneous advertising decisions.
- Not conducive to restaurant special advertisement.
- Creates a time lag that can affect timely announcements.



Recommendation

- Remove restriction on portable signs being professionally-printed.

Considerations

- Should professional printing of portable signs continue to be required?
- Should hand-writing of portable signs be permitted under any circumstances (ie. Type of business, location of business, etc.)?



**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
REGULAR MEETING
VILLAGE HALL COUNCIL CHAMBERS
7:30 P.M., DECEMBER 19, 2017**

AGENDA

I. Call to Order

II. Pledge to the Flag

III. Roll Call

IV. Approval of Minutes

1. Village Board Minutes – December 5, 2017

V. Warrant Approval

VI. Village President's Report

1. Appointment to Fill the Vacancy in the Office of Village Treasurer
2. Discussion Concerning the Selection of a Date to Conduct an Evaluation of the Village Manager
3. Recognition of Retired Police Chief Robert LaMantia

A brief reception will take place.

VII. Consent Agenda (If anyone wishes to speak to any matter on the Consent Agenda, a Speaker's Request Form must be completed, presented to the Village Manager, and the matter will be removed from the Consent Agenda and added to Regular Business.)

1. Approval of a Resolution Approving a Supplemental Statement of Work Under an Agreement with Municipal GIS Partners, Inc. for GIS Support Services and Renewing the Agreement for a Period of Three Years (Appears on Consent Agenda Because it is a Routine Function of Government)
2. Approval of Resolution Authorizing a Contract Renewal with Best Quality Cleaning, Inc. of Franklin Park, Illinois for Janitorial Services in the Amount of \$38,760 (Appears on Consent Agenda Because it is a Routine Function of Government)
3. Approval of a Resolution Authorizing a Contract Renewal with KGI Landscaping Company of Skokie, Illinois for Landscaping Maintenance Services within the Village in the Amount of \$39,861.74 (Appears on Consent Agenda Because it is a Routine Function of Government)
4. Approval of a Recommendation by the Plan Commission to Adopt a Resolution Regarding Case #PC-08-17 Approving a Preliminary Plat of Subdivision for the Property at 6530 North Lincoln Avenue (Appears on Consent Agenda Because it was Approved Unanimously by a Recommending Body)

VIII. Regular Business

None

IX. Manager's Report

X. Board, Commission, and Committee Reports

XI. Village Clerk's Report

XII. Trustee Report

XIII. Public Forum

XIV. Closed Session

A Closed Session is Requested to Discuss Closed Session Minutes Per Section 2(c)(21) and Employment Matters Per Section 2(c)(1)

XV. Adjournment

DATE POSTED: December 15, 2017

All Village Board meetings are broadcast live to residents on Comcast Cable Channel 6, AT&T U-VERSE Channel 99, RCN Channel 49, and online at Lincolnwood.tv at 7:30 p.m. Rebroadcasts of Village Board meetings can be viewed one week following the live broadcast at 1:00 p.m. and 7:30 p.m. on cable television or online at lwdtv.org or on the Lincolnwood Mobile App.

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
REGULAR MEETING
VILLAGE HALL COUNCIL CHAMBERS
DECEMBER 5, 2017**

DRAFT

Call to Order

President Bass called the regular meeting of the Lincolnwood Board of Trustees to order at 7:33 p.m., Tuesday, December 5, 2017, in the Council Chambers of the Municipal Complex at 6900 N. Lincoln Avenue, Village of Lincolnwood, County of Cook, and State of Illinois.

Pledge to the Flag

The Corporate Authorities and all persons in attendance recited the Pledge of Allegiance.

Roll Call

On roll call by Village Clerk Beryl Herman the following were:

PRESENT: President Bass, Trustees Sugarman, Spino, Hlepas Nickell, Ikezoe-Halevi, Cope and Patel

ABSENT: None

A quorum was present. Also present: Timothy Wiberg, Village Manager; Ashley Engelmann, Assistant Village Manager; Heather McFarland, Management Analyst; Mark Burkland, Village Attorney; Charles Meyer, Assistant to the Village Manager; Andrew Letson, Public Works Director; Nadim Badran, Assistant to the Public Works Director; Doug Hammel, Community Development Manager.

Approval of Minutes

The minutes from the November 21, 2017 Village Board meetings were distributed and examined in advance.

Trustee Hlepas Nickell moved to approve the minutes, seconded by Trustee Sugarman.

The minutes were approved by a voice vote.

Warrant Approval

President Bass presented the warrants for approval in the amount of \$168,119.63. Trustee Sugarman moved to approve, seconded by Trustee Ikezoe-Halevi.

Upon a Roll Call the results were:

AYES: Trustees Sugarman, Spino, Hlepas Nickell, Ikezoe-Halevi, Cope and Patel

NAYS: None

The motion passed.

Village President's Report

1. Proclamation Regarding Toys for Tots

President Bass read the Toys for Tots Proclamation proclaiming December 17, 2017 Toys for Tots Day. The Proclamation was then presented to Mr. John Barbino and a representative from the United States Marine Corps.

2. Proclamation Regarding Illinois Bicentennial

President Bass read the Illinois Bicentennial Proclamation proclaiming the period of December 3, 2017 through December 3, 2018 a celebration for the State of Illinois' 200th birthday.

3. Approval of an Appointment of Bruce Rottner as Interim Chief of Police and an Ordinance Waiving Competitive Bidding and Approving an Agreement with GOVTEMPUSA, LLC

President Bass presented the appointment of Bruce Rottner as the Interim Police Chief and an Ordinance waiving competitive bidding and approving an agreement with GOVTEMPUSA, LLC. Trustee Hlepas Nickell moved to approve, seconded by Trustee Cope.

Upon a Roll Call the results were:

AYES: Trustees Sugarman, Spino, Hlepas Nickell, Ikezoe-Halevi, Cope and Patel

NAYS: None

The motion passed.

4. Swearing in of Interim Chief of Police Bruce Rottner

President Bass congratulated Interim Chief Rottner. Clerk Herman conducted the swearing in of Interim Chief of Police Bruce Rottner.

At this time Interim Chief of Police Rottner made remarks regarding his new position.

5. Winter Break Camp

Join the Parks and Recreation Department for fun-filled days with friends at Winter Break Camp. Daily field trips, active play, fun themes and more will ensure children ages kindergarten through 5th grade have a memorable and exciting winter break. Full camp days from 8am-6pm as well as flexible, pick-a-day options are available. For more information register at www.recreation.lwd.org or stop by the Parks and Recreation office located in Village Hall Monday through Friday between 9 a.m.- 5 p.m.

6. Touhy Avenue Overpass Update

The local access path has been completed by the contractor for the overpass. The path will remain open during construction. Crossings should occur at the traffic signal in front of the Barclay Place Condominiums.

7. Larry Froman Memorial Blood Drive

The Larry Froman Memorial Blood drive will take place here, in Village Hall Council Chambers, on Thursday, December 21st from 1:30 to 7 p.m. Please remember that by giving blood you are giving back to the community and helping those in need.

8. President Bass noted that several months ago a resident was injured in a pedestrian vehicular accident. The resident has recuperated well. President Bass congratulated him for swimming in his first swim meet since the accident.

Consent Agenda

1. Approval of a Resolution Approving an Intergovernmental Agreement with the Village of Skokie to form a Joint Emergency Telephone System Board as Part of the State of Illinois Public Act 99-0006 Governing Consolidated Dispatch Services

2. Approval of an Ordinance Amending Section 10-2-20 of the Village Code Regarding Class B Liquor License Hours

3. Approval of an Ordinance Levying Property Taxes in the Amount of \$5,584,620 for All Corporate Purposes for the Village of Lincolnwood, Cook County, Illinois for the Real Estate Tax Year 2017, Payable to the Village in the Calendar Year 2018

Trustee Helpas Nickell requested that Consent Item #3 be removed and placed as Item #8 under Regular Business.

Trustee Sugarman moved to approve the Consent Agenda as presented. The motion was seconded by Trustee Ikezoe-Halevi.

Upon a Roll Call the results were:

AYES: Trustees Sugarman, Spino, Hlepas Nickell, Ikezoe-Halevi, Cope and Patel

NAYS: None

The motion passed.

Regular Business

4. Consideration of a Recommendation by the Zoning Board of Appeals in Case #ZB-11-17 to Deny a Variation Request Regarding Existing Non-Conforming Fences in the Corner Side Yard and Interior Side Yard of 6454 North Kimball Avenue and in the Interior Side Yard of 6450 North Kimball Avenue

This item was presented by Development Manager Doug Hammel. The petitioner requested that the item be tabled to January 2, 2018. Development Manager Hammel noted that the item was tabled previously so it will need to be removed from the table.

Trustee Helpas Nickell motioned to remove the item from the table, seconded by Trustee Sugarman.

Trustee Helpas Nickell moved to table the item to January 2, 2018, seconded by Trustee Sugarman.

The motion was approved by a voice vote.

5. Consideration of a Recommendation by the Zoning Board of Appeals to Adopt an Ordinance in Case #ZB-13-17 Approving Variations Related to Illumination, Setback, and the Number of Monument Signs at 3401-3501 Northeast Parkway

This item was presented by Development Manager Hammel with the use of PowerPoint. The intent of the signage is to guide motorists to Northeast Parkway and not onto Pratt Avenue. The Pratt Avenue sign is illuminated and 46' from the R4 zoning district however the zoning code requires it be 75' from a residential zoning district. It is also proposed to have a 6' setback however the zoning code requires a 10' setback. The following variations are being requested:

Section 11.04- No more than one monument sign is permitted per lot and monument signs are required to have a 10' setback

Section 11.07(5)- Illuminated freestanding signs are prohibited from being within 75' of a residential zoning district

The signs on Northeast Parkway were approved as part of the 2016 Development Plan for the property and were installed in the summer of 2017.

Hours of illumination for the sign are prohibited from being illuminated between the hours of 11 p.m. and 7 a.m.

The Zoning Board of Appeals (ZBA) reviewed the request and had the following concerns:

-Existing sign setbacks based on 2016 approved development plan

- Clarity of Pratt Avenue sign to accomplish goal of redirection
- Lack of landscaping around the Pratt Avenue sign
- Glare of uplighting for Pratt Avenue sign
- Setback of and visibility around Pratt Avenue sign relative to sidewalk

Outcomes from the ZBA hearing:

- Request for variation from landscaping requirements was withdrawn
- Uplighting would be aimed to the north to the extent possible
- Proposed setback modified to 6' to allow visibility around the sign at the sidewalk

The ZBA considered the following motions:

Motion #1- Approve two monument signs along Northeast Parkway in existing locations
Passed 4-1

Motion #2- Approve an illuminated third monument sign along Pratt Avenue 6' from the property line and less than 75' from a residential district
Passed 5-0

The item for consideration is as follows:

An Ordinance to approve the following:

- A total of three monument signs on the same lot
- Monument signs to be located along Northeast Parkway less than 1.05' and 4.73' from the exterior - property line, respectively
- Monument sign to be located along Pratt Avenue 6' from the exterior property line
- Illuminated monument sign to be located less than 75' from a residential district

Trustee Hlepas Nickell asked if there was notification to the neighbors regarding this matter. Development Manager Hammel noted that the notification was within the zoning requirements.

Trustee Patel asked if sign copy was provided. Development Manager Hammel noted that there was not.

Adam Arnold from SouthyBay Partners addressed the Board regarding the proposed signs. On Northeast Parkway the signs are directional signs to the various buildings. The sign on Pratt Avenue is to redirect traffic to the Northeast Parkway entrances. It was also noted that directional signs will be installed around the campus.

Trustee Hlepas Nickell moved to approve an Ordinance, seconded by Trustee Sugarman.

Upon a Roll Call the results were:

AYES: Trustees Sugarman, Spino, Hlepas Nickell, Ikezoe-Halevi, Cope and Patel
NAYS: None

The motion passed.

Mr. Arnold thanked and complimented the Village Board and staff for a smooth process.

6. Consideration of a Recommendation by the Economic Development Commission to Adopt a Resolution Approving a combination of Property Enhancement Program (PEP) and Green Initiatives for Tomorrow (GIFT) Grants in an amount not to exceed \$25,000 per property for Property owned by Alan Gluck of Econocare, at 6980 and 6990 North Central Park Avenue

This item was presented by Steve McNellis, Community Development Director with the use of PowerPoint. The item is a recommendation from the Economic Development Commission. The request is for two separate properties that have different but related ownership entities.

Mr. McNellis provided an overview of the PEP/GIFT program. The request for the grant is for a project that includes facade, landscaping, window replacement and lighting upgrades spanning the two properties.

Concept drawings were shown as well as bid information for the project cost.

The Economic Development Commission recommended with a vote of 8-0 to approve the grant request with the following conditions:

\$25,000/property

- The improvements should be completed within six months of Village Board approval
- Amount awarded be no greater than 50% of total project costs
- Documentation provided demonstrating energy-efficiency requirements met for windows/doors

Trustee Cope asked a clarifying question regarding the truck bay.

Trustee Sugarman asked what the nature of the business is.

The owner of the property clarified that they provide medical equipment and interior furnishings to medical facilities such as nursing homes.

Trustee Hlepas Nickell asked if the six month deadline is sufficient.

The owner noted that he believes it will be sufficient.

Trustee Sugarman asked if the site is a warehouse and whether or not customers come in and out of the site.

The owner responded that it is office space.

President Bass noted that he attended the Economic Development Commission meeting where the item was considered and he commended them for the job they did with the application.

Trustee Hlepas Nickell asked how many applicants we have received this year for this grant. She also asked that lighting be reviewed in the future for safety on these types of projects.

Mr. McNellis noted that this is the only one.

Trustee Cope moved to approve a Resolution, seconded by Trustee Hlepas Nickell.

Upon a Roll Call the results were:

AYES: Trustees Sugarman, Spino, Hlepas Nickell, Ikezoe-Halevi, Cope and Patel

NAYS: None

The motion passed.

7. Consideration of a Recommendation by the Plan Commission in Case #PC-06-17 Granting Approval of Residential Units as a Special Use and Variations Related to Building Setback, Drive Aisle Width, Off-Street Parking Capacity, Off-Street Parking Location, and Parking Lot Perimeter Landscaping at 6733-6735 North Lincoln Avenue

Development Manager Hammel noted that the petitioner has asked for this item to be continued to the next meeting.

Trustee Hlepas Nickell motioned to remove the item from the table, seconded by Trustee Cope.

The motion was approved by a voice vote.

Trustee Hlepas Nickell moved to table the item to January 2, 2018, seconded by Trustee Cope.

The motion was approved by a voice vote.

The motion passed.

8. Approval of an Ordinance Levying Property Taxes in the Amount of \$5,584,620 for All Corporate Purposes for the Village of Lincolnwood, Cook County, Illinois for the Real Estate Tax Year 2017, Payable to the Village in the Calendar Year 2018

Trustee Ikezoe-Halevi moved to approve an Ordinance, seconded by Trustee Cope.

Trustee Hlepas Nickell asked that the item be removed because the draft budget for FY 2018/2019 has not been reviewed yet and she does not want to vote for the property tax levy without that information.

Mr. Merkel explained that the process to review the proposed tax levy began in October of 2017. The Village is limited by our financial policies to only increase our levy by what a tax cap community is limited to. This year is 2.1%. The property tax levy is also required to be filed with the County to assess the taxes for the 2017 Real Estate Tax year.

Trustee Hlepas Nickell asked that more discussion occurs in the future.

Manager Wiberg noted that the schedule can be challenging to move up because we are on a fiscal year budget not a calendar year.

Trustee Hlepas Nickell asked for historical data on how much of the levy is actually needed compared to the actual spending.

Mr. Merkel noted that the sales tax is the larger portion of the budget.

Trustee Cope clarified the process for the appropriation Ordinance.

Mr. Merkel explained the process.

Trustee Hlepas Nickell asked that staff look at recalibrating the budget schedule.

Manager Wiberg explained that the appropriation Ordinance does specify how the funds will be used.

Upon a Roll Call the results were:

AYES: Trustees Sugarman, Spino, Ikezoe-Halevi, Cope and Patel

NAYS: None

ABSTENTIONS: Hlepas Nickell

The motion passed.

Manager's Report

Mr. Wiberg reminded the public of the Village's alternate side parking policy.

President Bass asked Manager Wiberg to provide a summary of how the Interim Police Chief was selected.

The Village utilized GOVHR to provide candidates for interim staffing. Five candidates were presented to the Village President and Manager. Three of the candidates were interviewed.

GOVHR is also being used to run the process for a permanent Police Chief.

Board and Commissions Report

None

Village Clerk's Report

None

Trustees Reports

Trustee Patel noted that residents should be aware that you can prepay your property taxes in Cook County before the end of the year. He asked that staff post this information on the Village's website and social media platforms.

Public Forum

None

Adjournment

At 8:55 p.m. Trustee Cope moved to adjourn the Meeting, seconded by Trustee Sugarman. The motion passed with a Voice Vote

Respectfully Submitted,

Ashley Engelmann
Deputy Village Clerk

TO: President and the Board of Trustees

FROM: Timothy C. Wiberg, Village Manager

SUBJECT: Warrant Approval

DATE: December 15, 2017

The following are the totals for the List of Bills being presented at the December 19th Village Board meeting.

12/19/2017	425,636.73
12/19/2017	109,773.29
12/19/2017	91,844.27
12/19/2017	103,066.42
12/19/2017	286,632.12
Total	<hr/> \$ 1,016,952.83

Accounts Payable

To Be Paid Proof List

User: jmazzeffi
Printed: 12/12/2017 - 9:20AM
Batch: 00200.12.2017



Invoice Number	Invoice Date	Amount	Quantity	Payment Date
Account Number				Description
Athar, Adam				
ATHARAD				
11292017	11/29/2017	1,000.00	0.00	12/19/2017
101-000-210-2620				Contractor bonds payable Driveway deposit - refund
	11292017 Total:	1,000.00		
	Athar, Adam Total:	1,000.00		
Avalon Petroleum				
AVALON				
18683	11/7/2017	1,179.32	0.00	12/19/2017
101-350-512-5670				Fuel usage
18683	11/7/2017	1,496.41	0.00	12/19/2017
101-440-513-5670				Fuel usage
18683	11/7/2017	235.30	0.00	12/19/2017
205-430-515-5670				Fuel usage
18683	11/7/2017	244.98	0.00	12/19/2017
660-620-519-5670				Fuel usage
	18683 Total:	3,156.01		
563007	11/7/2017	37.33	0.00	12/19/2017
101-420-511-5670				Fuel usage
563007	11/7/2017	2,949.36	0.00	12/19/2017
101-300-512-5670				Fuel usage
563007	11/7/2017	80.53	0.00	12/19/2017
101-350-512-5670				Fuel usage
563007	11/7/2017	86.39	0.00	12/19/2017

Invoice Number	Invoice Date	Amount	Quantity	Payment Date
Account Number				Description

101-400-511-5670 Fuel				Fuel usage
563007	11/7/2017	90.73	0.00	12/19/2017
101-410-511-5670 Fuel				Fuel usage
563007	11/7/2017	63.16	0.00	12/19/2017
101-420-511-5670 Fuel				Fuel usage
563007	11/7/2017	351.86	0.00	12/19/2017
101-440-513-5670 Fuel				Fuel usage
563007	11/7/2017	375.30	0.00	12/19/2017
205-430-515-5670 Fuel				Fuel usage
563007	11/7/2017	430.21	0.00	12/19/2017
660-620-519-5670 Fuel				Fuel usage

563007 Total: 4,464.87

Avalon Petroleum Total: 7,620.88

Boudovas, John
BOUDOUVA

111517	11/15/2017	225.00	0.00	12/19/2017
205-000-210-2430 Parks and Recs Control Deposi				Refund - Soccer

111517 Total: 225.00

Boudovas, John Total: 225.00

Bound Tree Medical, LLC
BOUND

82690722	11/17/2017	161.97	0.00	12/19/2017
101-350-512-5660 EMS supplies				Oxygen flow meter

82690722 Total: 161.97

Bound Tree Medical, LLC 161.97

Chicagoland Paving Contractors, Inc.
CHICAGO

Invoice Number	Invoice Date	Amount	Quantity	Payment Date
Account Number				Description
171504	11/6/2017	123,694.77	0.00	12/19/2017
217-000-561-6100	Land acquisition & improveme			UP Parking lot pay Request #4
171504	11/6/2017	-7,784.98	0.00	12/19/2017
217-000-561-6100	Land acquisition & improveme			Less: 1% retainage
	171504 Total:	115,909.79		
	Chicagoland Paving Contra	115,909.79		
Commonwealth Edison				
COMED				
2028043041	11/3/2017	4,219.84	0.00	12/19/2017
101-440-513-5785	Utilities - public way			Master Account Street Lighting
	2028043041 Total:	4,219.84		
57221-35010	11/3/2017	251.56	0.00	12/19/2017
101-440-513-5785	Utilities - public way			Master Account Street Lighting
	57221-35010 Total:	251.56		
592075011	10/25/2017	1,625.24	0.00	12/19/2017
101-440-513-5785	Utilities - public way			Master Account Street Lighting
	592075011 Total:	1,625.24		
	Commonwealth Edison To	6,096.64		
Douglas Truck Parts				
DOUGTK				
34129	9/29/2017	499.00	0.00	12/19/2017
660-620-519-5480	R&M - vehicles			Gear box rebuilt for Truck #14
	34129 Total:	499.00		
34269	9/30/2017	171.20	0.00	12/19/2017
660-620-519-5480	R&M - vehicles			Brake cleaning fluid for Truck #14

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
	34269 Total:	171.20			
	Douglas Truck Parts Total:	670.20			
EMSAR					
EMSAR					
67917	11/22/2017	1,867.17	0.00	12/19/2017	
101-350-512-6570	Equipment - public safety				Stryker cot upgrade for A7 cot
	67917 Total:	1,867.17			
	EMSAR Total:	1,867.17			
Golf Mill Ford					
GOLFMILL					
428862P	11/22/2017	99.00	0.00	12/19/2017	
101-300-512-5480	R&M - vehicles				Shock absorbers for Squad #213
	428862P Total:	99.00			
	Golf Mill Ford Total:	99.00			
Grainger					
GRAINGER					
9609123782	11/7/2017	114.15	0.00	12/19/2017	
101-420-511-5405	R&M - buildings				Paper towel dispenser for PD
	9609123782 Total:	114.15			
9614913425	11/14/2017	13.05	0.00	12/19/2017	
101-440-513-5290	Street lights & traffic signal				Deming drill for street lights
	9614913425 Total:	13.05			
9617411542	11/15/2017	168.10	0.00	12/19/2017	
101-350-512-5730	Program supplies				Hand sanitizer dispensers, sanitizer refills

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
9617411542 Total:		168.10			
9619794424	11/17/2017	38.90	0.00	12/19/2017	Triangle warning kit for A8
101-350-512-5730 Program supplies					
9619794424 Total:		38.90			
Grainger Total:		334.20			
IL Municipal Retirement Fund					
ZZIMRF					
Nov - 17	11/20/2017	30,892.49	0.00	12/19/2017	
102-000-210-2023 Employee IMRF withholding					Monthly Employer - November 17
Nov - 17	11/20/2017	13,743.91	0.00	12/19/2017	
102-000-210-2023 Employee IMRF withholding					Monthly Employee - November 17
Nov - 17 Total:		44,636.40			
IL Municipal Retirement F		44,636.40			
Impact Networking, LLC					
IMPACT					
973881	11/28/2017	15.00	0.00	12/19/2017	
205-571-515-5730 Program supplies					11/29-12/28 Rental period
973881 Total:		15.00			
Impact Networking, LLC T		15.00			
Lakeshore Athletic Services					
LAKESHOR					
7103385	1/20/2017	4,190.50	0.00	12/19/2017	
205-509-515-5270 Purchased program services					Turkey Trot Finish Line/timing management
7103385 Total:		4,190.50			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date
Account Number				Description
Lakeshore Athletic Service		4,190.50		
Lowe's Business Acc/GECE LOWES				
02818	11/18/2017	28.38	0.00	12/19/2017
205-509-515-5730 Program supplies				Duct tape for Turkey Trot
02818 Total:		28.38		
02945	11/20/2017	67.38	0.00	12/19/2017
660-620-519-5730 Program supplies				PVC & Coupling for Water
02945 Total:		67.38		
02999	11/20/2017	4.97	0.00	12/19/2017
101-420-511-5405 R&M - buildings				Fuse for Police
02999 Total:		4.97		
07581	11/28/2017	35.14	0.00	12/19/2017
205-430-515-5730 Program supplies				Stain for Central Park
07581 Total:		35.14		
07882	11/20/2017	9.26	0.00	12/19/2017
101-420-511-5405 R&M - buildings				Fuse for Police
07882 Total:		9.26		
2449	10/19/2017	36.34	0.00	12/19/2017
205-571-515-5535 Facility rental				Community Center sink cabinet repair
2449 Total:		36.34		
2681	11/29/2017	4.74	0.00	12/19/2017
101-420-511-5405 R&M - buildings				Screwdriver
2681 Total:		4.74		
2759	11/30/2017	54.34	0.00	12/19/2017
101-420-511-5405 R&M - buildings				U-Post

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
		54.34			
7582	11/28/2017	69.84	0.00	12/19/2017	Building plugs, extention cords, wiring
101-420-511-5405 R&M - buildings					
		69.84			
		310.39			
Marc Printing					
MARCP					
111498	11/16/2017	391.91	0.00	12/19/2017	Mailing of water bills
660-610-519-5720 Postage					
		391.91			
Cyc1,4	12/4/2017	982.30	0.00	12/19/2017	Water bills - Cycle 1 & 4
660-610-519-5720 Postage					
		982.30			
		1,374.21			
McKenna Automotive					
MCKENNA					
15790	11/20/2017	87.00	0.00	12/19/2017	Solenoid for truck #10
660-620-519-5480 R&M - vehicles					
		87.00			
15791	11/20/2017	101.31	0.00	12/19/2017	Battery cable for truck #10
660-620-519-5480 R&M - vehicles					
		101.31			
		188.31			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
Metal Supermarkets					
METALSUP					
1006429	11/4/2017	47.44	0.00	12/19/2017	
660-620-519-5480 R&M - vehicles					Steel for plow truck at PW
1006429	11/4/2017	50.02	0.00	12/19/2017	
101-440-513-5480 R&M - vehicles					Steel for plow truck at PW
	1006429 Total:	97.46			
1006430	11/14/2017	50.02	0.00	12/19/2017	
660-620-519-5480 R&M - vehicles					Steel for PW truck
1006430	11/14/2017	2.57	0.00	12/19/2017	
660-620-519-5480 R&M - vehicles					Steel for PW truck
	1006430 Total:	52.59			
	Metal Supermarkets Total:	150.05			
NAPA					
NAPA					
2812-287987	11/15/2017	24.99	0.00	12/19/2017	
101-350-512-5480 R&M - vehicles					Oil filter for ambulance #6
	2812-287987 Total:	24.99			
	NAPA Total:	24.99			
NEPM					
NEPM					
252567	11/28/2017	310.00	0.00	12/19/2017	
101-350-512-5730 Program supplies					Jr. fire hats
	252567 Total:	310.00			
	NEPM Total:	310.00			

On- Target Solutions Group, Inc.

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
ONTARGSO					
667	11/21/2017	175.00	0.00	12/19/2017	
101-440-513-5590 Training					Training for PW employees
667	11/21/2017	175.00	0.00	12/19/2017	
660-610-519-5590 Training					Training for PW employees
	667 Total:	<u>350.00</u>			
	On- Target Solutions Grou	<u>350.00</u>			
Paramedic Services of Illinois					
PARAMEDI					
5253	12/1/2017	235,669.27	0.00	12/19/2017	
101-350-512-5220 Fire protection					Services rendered month ended 12/31/2017
	5253 Total:	<u>235,669.27</u>			
	Paramedic Services of Illin	<u>235,669.27</u>			
Planned Forest Solutions LLC					
PLANNED					
168252	11/12/2017	1,689.12	0.00	12/19/2017	
101-400-511-5039 Other contract labor					Consulting arborist services
	168252 Total:	<u>1,689.12</u>			
	Planned Forest Solutions L	<u>1,689.12</u>			
Russo Power Equipment					
RUSSO					
4548312	11/9/2017	505.14	0.00	12/19/2017	
101-440-513-5680 Landscaping supplies					Nozzle, pattern pop up for Touhy Ave sprinklers
	4548312 Total:	<u>505.14</u>			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
		505.14			
Russo Power Equipment T					
Sanenschein, Evelyn SANENSCH 17-11024	11/6/2017	72.50	0.00	12/19/2017	
101-400-511-5210 Animal control					Animal control services
		72.50			
17-11024 Total:		72.50			
		72.50			
Sanenschein, Evelyn Total:		72.50			
Swid Sales Corp SWIDSALE 29458	11/17/2017	389.88	0.00	12/19/2017	
101-440-513-5480 R&M - vehicles					Batteries for Truck #1
		389.88			
29458 Total:		389.88			
		389.88			
Swid Sales Corp Total:		389.88			
The Faucet Shoppe THEFAUCE 55827	11/2/2017	146.80	0.00	12/19/2017	
101-420-511-5405 R&M - buildings					Urinal mount, dumb bell tool for PW bathrooms
		146.80			
55827 Total:		146.80			
		146.80			
The Faucet Shoppe Total:		146.80			
Tri-R System Incorporated TRI-RSYS 4560	11/28/2017	420.00	0.00	12/19/2017	
660-620-519-5490 R&M - water system equipmen					Program chlorine system

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
4560 Total:		420.00			
Tri-R System Incorporated		420.00			
UPS					
UPS					
48TT5467	11/18/2017	24.47	0.00	12/19/2017	
101-350-512-5720 Postage					Delivery fee
48TT5467 Total:		24.47			
UPS Total:		24.47			
Work' N Gear, LLC					
WRKNGEAR					
HA87074	11/6/2017	72.98	0.00	12/19/2017	
101-410-511-5070 Uniform allowance					Clothing allowance
HA87074 Total:		72.98			
HA87476	11/13/2017	94.37	0.00	12/19/2017	
660-620-519-5070 Uniform allowance					Clothing allowance
HA87476 Total:		94.37			
Work' N Gear, LLC Total:		167.35			
Zoll Data System					
ZOLLDATA					
13261	11/16/2017	1,017.50	0.00	12/19/2017	
101-350-512-5330 Data processing					Rescue net maintenance for ambulance billing
13261 Total:		1,017.50			
Zoll Data System Total:		1,017.50			

Accounts Payable

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
Advanced Telecommunications of Illinois					
ADVANCE					
64322	11/29/2017	972.20	0.00	12/19/2017	
					101-250-511-6530 Equipment - data processing
					Dispatch phone for Police lobby
		<hr/>			
	64322 Total:	972.20			
		<hr/>			
	Advanced Telecommunicat	972.20			
Allen Visual System					
ALLEN					
15248	11/30/2017	817.50	0.00	12/19/2017	
					101-250-511-5599 Other contractual
					Audio support services
		<hr/>			
	15248 Total:	817.50			
		<hr/>			
	Allen Visual System Total:	817.50			
American Charge Service					
AMERCHAR					
101084	10/31/2017	6.00	0.00	12/19/2017	
					205-570-515-5280 Subsidized taxi program
					Taxi coupon - Oct
		<hr/>			
	101084 Total:	6.00			
		<hr/>			
	American Charge Service T	6.00			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
American First Aid Services					
AFAS INC					
58368	12/4/2017	28.90	0.00	12/19/2017	
101-350-512-5660					EMS supplies
58368	12/4/2017	28.90	0.00	12/19/2017	Fire first aid supplies
101-220-512-5799					Other materials & supplies
					Fire first aid supplies
	58368 Total:	57.80			
58372	12/4/2017	17.00	0.00	12/19/2017	
205-500-515-5700					Office supplies
					Parks & Recreation first aid supplies
	58372 Total:	17.00			
	American First Aid Service	74.80			
Antosz, Olivia					
ANTOSZ					
REIM111217OAM	11/12/2017	159.78	0.00	12/19/2017	
205-500-515-5820					Local mileage, parking & tolls
					Reimbursement/Mileage & Auto/Conference
	REIM111217OAM Total:	159.78			
	Antosz, Olivia Total:	159.78			
Avalon Petroleum					
AVALON					
18707	11/21/2017	474.17	0.00	12/19/2017	
101-350-512-5670					Fuel
					Fuel usage
18707	11/21/2017	495.86	0.00	12/19/2017	
101-440-513-5670					Fuel
					Fuel usage
18707	11/21/2017	208.50	0.00	12/19/2017	
205-430-515-5670					Fuel
					Fuel usage
18707	11/21/2017	631.89	0.00	12/19/2017	
660-620-519-5670					Fuel
					Fuel usage
	18707 Total:	1,810.42			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
562984	11/21/2017	1,596.30	0.00	12/19/2017	
101-300-512-5670 Fuel					Fuel usage
562984	11/21/2017	22.50	0.00	12/19/2017	
101-350-512-5670 Fuel					Fuel usage
562984	11/21/2017	32.21	0.00	12/19/2017	
101-400-511-5670 Fuel					Fuel usage
562984	11/21/2017	38.61	0.00	12/19/2017	
101-410-511-5670 Fuel					Fuel usage
562984	11/21/2017	213.21	0.00	12/19/2017	
101-440-513-5670 Fuel					Fuel usage
562984	11/21/2017	298.97	0.00	12/19/2017	
205-430-515-5670 Fuel					Fuel usage
562984	11/21/2017	314.68	0.00	12/19/2017	
660-620-519-5670 Fuel					Fuel usage
	562984 Total:	2,516.48			
	Avalon Petroleum Total:	4,326.90			
Averus					
AVERIS					
965346	12/5/2017	33.00	0.00	12/19/2017	
101-350-512-5499 R&M - other					Baffles for kitchen suppression
	965346 Total:	33.00			
	Averus Total:	33.00			
Back Flow Solutions Inc					
BFSINC					
2537	12/1/2017	435.42	0.00	12/19/2017	
660-620-519-5399 Other professional services					Program management fee for backflow
	2537 Total:	435.42			
	Back Flow Solutions Inc T	435.42			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
Bound Tree Medical, LLC					
BOUND					
82661956	10/19/2017	982.45	0.00	12/19/2017	Traction splints, 1000cc bags, abdominal pads
101-350-512-5660 EMS supplies					
82661956 Total:		982.45			
82699592	11/29/2017	528.53	0.00	12/19/2017	Oxygen cylinders, regulators, tissue, catheters
101-350-512-5660 EMS supplies					
82699592	11/29/2017	-420.99	0.00	12/19/2017	Credit
101-350-512-5660 EMS supplies					
82699592 Total:		107.54			
Bound Tree Medical, LLC		1,089.99			
Business Only Broadband					
BUSONLY					
84081	12/1/2017	250.00	0.00	12/19/2017	Back-up connection-Internet access
101-250-511-5580 Telephone					
84081 Total:		250.00			
84082	12/1/2017	250.00	0.00	12/19/2017	Wireless alarm internet access
101-250-511-5580 Telephone					
84082 Total:		250.00			
Business Only Broadband		500.00			
Canon Solutions America, Inc					
CANONSOL					
988947258	11/30/2017	341.96	0.00	12/19/2017	Maintenance for plotter-Nov
101-210-511-5440 R&M - office equipment					
988947258 Total:		341.96			
988955249	12/2/2017	298.84	0.00	12/19/2017	

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
101-210-511-5440 R&M - office equipment					Maintenance for plotter-Dec
988955249 Total:		298.84			
Canon Solutions America,		640.80			
Cardio Partners CARDIO 617967	12/1/2017	1,410.00	0.00	12/19/2017	AED and case for Police Lobby
215-000-512-5410 R&M - communications equipm					
617967 Total:		1,410.00			
Cardio Partners Total:		1,410.00			
Cassidy Tire CASSIDYT 6184854	11/1/2017	1,982.80	0.00	12/19/2017	Tires for Truck #14
660-620-519-5480 R&M - vehicles					
6184854 Total:		1,982.80			
Cassidy Tire Total:		1,982.80			
Christopher Burke Engineering CHRISTB 140150	11/30/2017	1,359.00	0.00	12/19/2017	Lincoln Avenue medians observation
465-000-561-5340 Engineering					
140150 Total:		1,359.00			
140151	11/30/2017	1,937.00	0.00	12/19/2017	UP parking lot punchlist and project coordination
217-000-561-5340 Engineering					
140151 Total:		1,937.00			
140152	11/30/2017	6,450.96	0.00	12/19/2017	

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
660-620-519-5320 Consulting					Water main transmission main route study
140152 Total:		6,450.96			
140153	11/30/2017	2,118.00	0.00	12/19/2017	
660-620-519-5320 Consulting					Pump replacement at Pump Station
140153 Total:		2,118.00			
140154	11/30/2017	4,500.00	0.00	12/19/2017	
660-620-519-5399 Other professional services					Village Engineering retainer
140154	11/30/2017	4,500.00	0.00	12/19/2017	
101-290-511-5920 Administration Engineer Costs					Village Engineering retainer
140154 Total:		9,000.00			
140155	11/30/2017	235.24	0.00	12/19/2017	
101-290-511-5922 Building Engineering Costs					6424 N. Drake
140155 Total:		235.24			
140248	12/4/2017	5,585.99	0.00	12/19/2017	
220-000-511-5340 Engineering					Devon Avenue Streetscape Phase I
140248 Total:		5,585.99			
Christopher Burke Enginee		26,686.19			
EMSAR					
EMSAR					
67968	12/6/2017	2,099.67	0.00	12/19/2017	
101-350-512-6570 Equipment - public safety					Stryker cot upgrade for A7 with labor and travel charges
67968	12/6/2017	-1,867.17	0.00	12/19/2017	
101-350-512-6570 Equipment - public safety					Credit for power load
67968 Total:		232.50			
EMSAR Total:		232.50			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
Garvey, Diane GARVEY 11302017	11/30/2017	399.35	0.00	12/19/2017	Fitness Fall Session 1
205-503-515-5270 Purchased program services					
11302017 Total:		399.35			
Garvey, Diane Total:		399.35			
Grainger GRAINGER 9563749200	9/22/2017	330.65	0.00	12/19/2017	Taps for Pool
205-560-515-5405 R&M - buildings					
9563749200 Total:		330.65			
Grainger Total:		330.65			
M.A.T.I.S Parts MATIS 2342	11/30/2017	1,161.35	0.00	12/19/2017	Halogen bulbs, anti freeze, radiator stop leak, fuses
101-350-512-5740 Repair parts					
2342 Total:		1,161.35			
M.A.T.I.S Parts Total:		1,161.35			
Pitney Bowes PITNEYBO 3101758396	11/30/2017	262.26	0.00	12/19/2017	Rental fees Nov 30 thru Dec 29, 2017
101-210-511-5440 R&M - office equipment					
3101758396 Total:		262.26			
Pitney Bowes Total:		262.26			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
Promos 911					
PROMOS91					
7286	12/1/2017	568.12	0.00	12/19/2017	
101-350-512-5730					Program supplies
					Coloring books and mood pencils - Public education
	7286 Total:	568.12			
	Promos 911 Total:	568.12			
Sitelis, Maria					
SITELIS					
12012017	12/1/2017	379.05	0.00	12/19/2017	
205-503-515-5270					Purchased program services
					Fitness - Fall Session 1
	12012017 Total:	379.05			
	Sitelis, Maria Total:	379.05			
United States Postal Service					
USPOSTAL					
PB120517	12/5/2017	14.46	0.00	12/19/2017	
101-210-511-5720					Postage
					Pitney Bowes postage
PB120517	12/5/2017	0.46	0.00	12/19/2017	
101-210-511-5720					Postage
					Pitney Bowes postage
PB120517	12/5/2017	92.40	0.00	12/19/2017	
101-210-511-5720					Postage
					Pitney Bowes postage
PB120517	12/5/2017	4.60	0.00	12/19/2017	
101-210-511-5720					Postage
					Pitney Bowes postage
PB120517	12/5/2017	21.24	0.00	12/19/2017	
101-210-511-5720					Postage
					Pitney Bowes postage
PB120517	12/5/2017	36.61	0.00	12/19/2017	
205-500-515-5720					Postage
					Pitney Bowes postage
PB120517	12/5/2017	39.45	0.00	12/19/2017	
101-210-511-5720					Postage
					Pitney Bowes postage
PB120517	12/5/2017	493.38	0.00	12/19/2017	
660-610-519-5720					Postage
					Pitney Bowes postage

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
	PB120517 Total:	702.60			
	United States Postal Servic	702.60			
US Tanker Co. USTANKER 00941	11/20/2017	49.34	0.00	12/19/2017	
101-350-512-5499 R&M - other					Door magnets for over head doors
	00941 Total:	49.34			
	US Tanker Co. Total:	49.34			
Village of Lincolnwood, Police Pension Fund VOLPPF					
2ndqtr17/18	12/6/2017	66,302.96	0.00	12/19/2017	
101-300-512-5140 Employer police pension					Motor Fuel Tax/Police Pension Fund contribution
	2ndqtr17/18 Total:	66,302.96			
	Village of Lincolnwood, Po	66,302.96			
W S Darley WSDARLEY 17306501	12/1/2017	249.73	0.00	12/19/2017	
101-350-512-5665 Firefighting supplies					Haligan bar A8
	17306501 Total:	249.73			
	W S Darley Total:	249.73			

Accounts Payable

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
American First Aid Services					
AFAS INC					
58369	12/4/2017	103.75	0.00	12/19/2017	
101-300-512-5730 Program supplies					First aid supplies/Police
		<hr/>			
58369 Total:		103.75			
		<hr/>			
American First Aid Service		103.75			
		<hr/>			
CDW Government					
CDWGOV					
KQR5490	10/30/2017	-2,310.00	0.00	12/19/2017	
101-250-511-5340 Maintenance Agreement Expen					Credit
		<hr/>			
KQR5490 Total:		-2,310.00			
		<hr/>			
KVL6041	11/16/2017	2,548.70	0.00	12/19/2017	
101-250-511-5340 Maintenance Agreement Expen					Webroot antivirus software
		<hr/>			
KVL6041 Total:		2,548.70			
		<hr/>			
CDW Government Total:		238.70			
		<hr/>			
Classic Design Awards					
CLASSICD					
171717	11/20/2017	28.45	0.00	12/19/2017	
101-100-511-5799 Other materials & supplies					Name Plate EDC Commission

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
171717 Total:		28.45			
Classic Design Awards Tot		28.45			
Emcor Services Team Mechanical Inc EMCOR					
930004260	7/24/2017	716.12	0.00	12/19/2017	Repairs PD and FD A/C
101-420-511-5405 R&M - buildings					
930004260 Total:		716.12			
930004909	8/29/2017	-291.87	0.00	12/19/2017	Credit
101-420-511-5405 R&M - buildings					
930004909 Total:		-291.87			
Emcor Services Team Mec		424.25			
Eterno Attorney at Law, David ETERNO					
12050	12/1/2017	47.50	0.00	12/19/2017	Off Site Docket review 11/27/2017
101-230-511-5399 Other professional services					
12050	12/1/2017	637.50	0.00	12/19/2017	On Site Hearings 11/28/2017
101-230-511-5399 Other professional services					
12050 Total:		685.00			
Eterno Attorney at Law, D		685.00			
Evanston Funeral & Cremation EVANSFUN					
123	11/1/2017	1,050.00	0.00	12/19/2017	Death Investigation/Body removal
101-300-512-5599 Other contractual					
123 Total:		1,050.00			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
	Evanston Funeral & Crema	1,050.00			
Galls Incorporated					
GALLS					
008709342	11/14/2017	193.98	0.00	12/19/2017	
101-300-512-5070	Uniform allowance				Uniform items
	008709342 Total:	193.98			
	Galls Incorporated Total:	193.98			
Gewalt Hamilton Associates Inc					
GEWALT					
11	7/11/2017	3,495.39	0.00	12/19/2017	
217-000-561-6100	Land acquisition & improveme				Union Pacific Bike Path Construction
	11 Total:	3,495.39			
9232.385	10/20/2017	1,305.06	0.00	12/19/2017	
101-290-511-5942	PW Building Engineer Costs				Engineering Services - Bikeway Lining & Signing
	9232.385 Total:	1,305.06			
9232.408-14	11/28/2017	517.99	0.00	12/19/2017	
217-000-561-5340	Engineering				UP Path Construction Engineering
	9232.408-14 Total:	517.99			
9232.409-17	11/30/2017	215.83	0.00	12/19/2017	
454-000-561-5340	Engineering				Valley Line Trail Construction Engineering
	9232.409-17 Total:	215.83			
	Gewalt Hamilton Associate	5,534.27			

GovHR Usa
GOVHR

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
1-11-17-274	11/30/2017	4,334.00	0.00	12/19/2017	
101-200-511-5599					Other contractual Police Chief Recruitment
	1-11-17-274 Total:	4,334.00			
3-11-17-273	11/29/2017	6,750.00	0.00	12/19/2017	
101-100-511-5320					Consulting Department Organizational Study
	3-11-17-273 Total:	6,750.00			
	GovHR Usa Total:	11,084.00			
Holland & Knight LLP					
HOLLAND					
5598075	12/5/2017	379.50	0.00	12/19/2017	
101-230-511-5370					Legal - review Telecommunication Ordinance
5598075	11/30/2017	13,465.00	0.00	12/19/2017	
101-230-511-5350					Legal - retainer General Counsel Retainer - December
	5598075 Total:	13,844.50			
5598079	12/5/2017	2,094.50	0.00	12/19/2017	
101-230-511-5370					Legal - review Purple Hotel development
	5598079 Total:	2,094.50			
5598082	12/5/2017	661.50	0.00	12/19/2017	
101-230-511-5370					Legal - review 3401-3501 Northeast Parkway
	5598082 Total:	661.50			
5598084	12/5/2017	1,007.00	0.00	12/19/2017	
101-230-511-5370					Legal - review E - 911 Consolidation
	5598084 Total:	1,007.00			
5598086	12/5/2017	106.50	0.00	12/19/2017	
101-230-511-5370					Legal - review Purple Hotel litigation
	5598086 Total:	106.50			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
5598087	12/5/2017	568.00	0.00	12/19/2017	
101-230-511-5370					Legal - review 6424 N. Drake Alley vacation
	5598087 Total:	568.00			
5598088	12/5/2017	2,800.00	0.00	12/19/2017	
101-230-511-5370					Legal - review Evanston Water Agreement negotiations
	5598088 Total:	2,800.00			
Nov	11/30/2017	13,465.00	0.00	12/19/2017	
101-230-511-5350					Legal - retainer General Counsel retainer - Nov
	Nov Total:	13,465.00			
	Holland & Knight LLP Tot	34,547.00			
Illinois Municipal League ILMUNICI 2018Dues	12/4/2017	1,250.00	0.00	12/19/2017	
101-100-511-5540					Intergovernmental fees & dues IML Annual Dues 2018
	2018Dues Total:	1,250.00			
	Illinois Municipal League T	1,250.00			
Impact Networking, LLC IMPACT					
963635	11/10/2017	204.00	0.00	12/19/2017	
660-610-519-5340					Maintenance Agreement Expen Copier - Public Works
963635	11/10/2017	204.00	0.00	12/19/2017	
205-500-515-5440					R&M - office equipment Copier - Parks
963635	11/10/2017	204.00	0.00	12/19/2017	
101-000-210-2650					Contractor Permits Payable Copier - Fire
963635	11/10/2017	537.00	0.00	12/19/2017	
101-210-511-5440					R&M - office equipment Copier - Finance, Police
	963635 Total:	1,149.00			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
	Impact Networking, LLC T	1,149.00			
KGI Landscaping Co					
KGILANDS					
223233	11/30/2017	1,131.75	0.00	12/19/2017	
	205-560-515-5270 Purchased program services				Landscaping for medians, pool and Village Hall
223233	11/30/2017	1,383.25	0.00	12/19/2017	
	101-440-513-5250 Landscaping services				Landscaping for medians, pool and Village Hall
223233	11/30/2017	1,257.50	0.00	12/19/2017	
	101-420-511-5405 R&M - buildings				Landscaping for medians, pool and Village Hall
	223233 Total:	3,772.50			
	KGI Landscaping Co Total	3,772.50			
Lowe's Business Acc/GECF					
LOWES					
S1748HS1	11/14/2017	227.92	0.00	12/19/2017	
	101-300-512-5730 Program supplies				Heaters for Police Dept offices
	S1748HS1 Total:	227.92			
	Lowe's Business Acc/GEC	227.92			
Marc Printing					
MARCP					
111530	12/4/2017	379.65	0.00	12/19/2017	
	660-610-519-5720 Postage				Window envelopes for Water Bills
	111530 Total:	379.65			
111531	12/4/2017	353.21	0.00	12/19/2017	
	660-610-519-5720 Postage				Return envelopes for Water Bills
	111531 Total:	353.21			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
	Marc Printing Total:	732.86			
Metro Tank and Pump Company					
METROENV					
14609	11/9/2017	18,780.00	0.00	12/19/2017	
	101-410-511-5460 R&M - public works equipmen				Underground storage tank fuel system replacement
	14609 Total:	18,780.00			
14611	11/8/2017	1,294.81	0.00	12/19/2017	
	101-410-511-5460 R&M - public works equipmen				Manhole covers for Fuel System
	14611 Total:	1,294.81			
	Metro Tank and Pump Com	20,074.81			
Municipal Electronics					
MUNI					
65114	11/17/2017	240.00	0.00	12/19/2017	
	101-300-512-5410 R&M - communications equipm				Service of Squad Car radar units
	65114 Total:	240.00			
	Municipal Electronics Tota	240.00			
Northeastern IL Public Safety Training					
NORTHEAS					
17312	11/29/2017	4,648.00	0.00	12/19/2017	
	101-350-512-5540 Intergovernmental fees & dues				Sworn Fire Personnel
17312	11/29/2017	2,250.00	0.00	12/19/2017	
	101-400-511-5540 Intergovernmental Fees and Du				Public Works Personnel
	17312 Total:	6,898.00			
	Northeastern IL Public Saf	6,898.00			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
Account Number					
Planned Forest Solutions LLC					
PLANNED					
168255	12/3/2017	771.12	0.00	12/19/2017	
101-400-511-5039	Other contract labor				Nuisance tree removal permits, inspections
	168255 Total:	771.12			
	Planned Forest Solutions L	771.12			
Sam's Club					
SAMSCCL					
6591	12/1/2017	52.35	0.00	12/19/2017	
101-300-512-5730	Program supplies				Supplies for Retirement party for Chief
	6591 Total:	52.35			
7750	12/5/2017	24.92	0.00	12/19/2017	
101-300-512-5730	Program supplies				Supplies for Retirement party for Chief
	7750 Total:	24.92			
	Sam's Club Total:	77.27			
TKE Corporation					
TKECORP					
3003584563	12/1/2017	557.87	0.00	12/19/2017	
101-420-511-5405	R&M - buildings				PD Elevator maintenance contract
	3003584563 Total:	557.87			
	TKE Corporation Total:	557.87			
TransUnion Risk and Alternative					
TRANSUN					
556811113017	12/1/2017	89.90	0.00	12/19/2017	
101-300-512-5399	Other professional services				Online investigative database

Invoice Number	Invoice Date	Amount	Quantity	Payment Date
Account Number				Description

556811113017 Total:		89.90		
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TransUnion Risk and Alter		89.90		
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Verizon Wireless				
VERIZON				
9796702977	11/21/2017	525.32	0.00	12/19/2017
101-210-511-5580 Telephone				Wireless Phones
9796702977	11/21/2017	29.28	0.00	12/19/2017
205-508-515-5580 Telephone				Wireless Phones
9796702977	11/21/2017	3.77	0.00	12/19/2017
205-520-515-5580 Telephone				Wireless Phones
9796702977	11/21/2017	4.60	0.00	12/19/2017
205-530-515-5580 Telephone				Wireless Phones
9796702977	11/21/2017	28.13	0.00	12/19/2017
205-560-515-5580 Telephone				Wireless Phones
9796702977	11/21/2017	1.15	0.00	12/19/2017
205-550-515-5270 Purchased program services				Wireless Phones
9796702977	11/21/2017	26.58	0.00	12/19/2017
101-000-210-2650 Contractor Permits Payable				Wireless Phones
9796702977	11/21/2017	62.61	0.00	12/19/2017
660-610-519-5580 Telephone				Wireless Phones
9796702977 Total:		681.44		
Verizon Wireless Total:		681.44		

Wells Fargo Vendor Fin Serv				
GECAPITA				
67787071	11/26/2017	232.43	0.00	12/19/2017
660-610-519-5340 Maintenance Agreement Expen				Copier - Public Works
67787071	11/26/2017	269.95	0.00	12/19/2017
205-500-515-5440 R&M - office equipment				Copier - Parks
67787071	11/26/2017	232.44	0.00	12/19/2017
101-000-210-2650 Contractor Permits Payable				Copier - Fire
67787071	11/26/2017	697.36	0.00	12/19/2017

Invoice Number	Invoice Date	Amount	Quantity	Payment Date
Account Number				Description

101-210-511-5440 R&M - office equipment				Copier - PD, Finance
67787071 Total:		<u>1,432.18</u>		
Wells Fargo Vendor Fin Se		<u>1,432.18</u>		
Report Total:		<u><u>91,844.27</u></u>		

Accounts Payable

To Be Paid Proof List

User: jmazzeffi
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Batch: 00205.12.2017



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	
Account Number					Description
Airgas USA LLC					
AIRGAS					
9949391217	11/30/2017	283.86	0.00	12/19/2017	
101-350-512-5660 EMS supplies					Oxygen cylinders for ambulances
	9949391217 Total:	283.86			
	Airgas USA LLC Total:	283.86			
ALICE Training Institute					
ALICE					
23618	12/7/2017	1,190.00	0.00	12/19/2017	
101-300-512-5590 Training					Instructor Certification Training
	23618 Total:	1,190.00			
	ALICE Training Institute T	1,190.00			
Amazon					
AMAZON					
266585224498	9/14/2017	-32.98	0.00	12/19/2017	
101-300-512-5730 Program supplies					Credit patrol belt
	266585224498 Total:	-32.98			
BfsQaTdwGxLz	10/13/2017	4.28	0.00	12/19/2017	
101-200-511-5700 Office supplies					Double mounting tape

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
		4.28			
BhICJcBewUUO	10/12/2017	20.89	0.00	12/19/2017	Plates for Board dinners
101-100-511-5799					Other materials & supplies
		20.89			
BkFwGnZnNanL	10/24/2017	20.22	0.00	12/19/2017	Motivational book
101-350-512-5620					Books & publications
		20.22			
BPJDFgCMpGse	10/12/2017	141.94	0.00	12/19/2017	Printer for Property room
101-300-512-5730					Program supplies
		141.94			
BrlBlqolCuEs	11/3/2017	182.33	0.00	12/19/2017	PW mailing tubes
660-620-519-5730					Program supplies
		182.33			
BY:CnQPAFOgi	10/10/2017	14.87	0.00	12/19/2017	Calendar and book for Staff meeting notes
101-200-511-5799					Other materials & supplies
		14.87			
CJRHHJNYUXZI	10/26/2017	18.49	0.00	12/19/2017	Computer supplies
101-350-512-5799					Other materials & supplies
		18.49			
CLErMSDitXxl	11/4/2017	16.03	0.00	12/19/2017	Data processing cables
101-250-511-6530					Equipment - data processing
		16.03			
CPSXidPQKDZM	10/31/2017	230.00	0.00	12/19/2017	Printer
101-250-511-6530					Equipment - data processing
CPSXidPQKDZM	10/31/2017	230.00	0.00	12/19/2017	Printer
660-610-519-5700					Office supplies

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
		460.00			
CPSXidPQKDZM Total:					
CQzArbcjLsO	10/17/2017	181.95	0.00	12/19/2017	Camera for Patrol Division
101-300-512-5730 Program supplies					
		181.95			
CQzArbcjLsO Total:					
CRVNgaxQnJf	10/28/2017	80.15	0.00	12/19/2017	Cables
101-250-511-6530 Equipment - data processing					
		80.15			
CRVNgaxQnJf Total:					
CvslfUSDigW	10/25/2017	7.48	0.00	12/19/2017	Shredder oil
101-200-511-5700 Office supplies					
		7.48			
CvslfUSDigW Total:					
CYKqmJBVQgTY	11/8/2017	9.99	0.00	12/19/2017	Phone Case for PW
101-440-513-5730 Program supplies					
		9.99			
CYKqmJBVQgTY Total:					
DAGKmYumBPm	10/31/2017	6.35	0.00	12/19/2017	Screws for TV installation
101-250-511-6530 Equipment - data processing					
		6.35			
DAGKmYumBPm Total:					
ECuseGUUrVyk	10/29/2017	84.45	0.00	12/19/2017	Ram mounts & clock
101-350-512-5730 Program supplies					
		84.45			
ECuseGUUrVyk Total:					
PxedmcGBWWZy	10/12/2017	8.99	0.00	12/19/2017	FOB Keychains
101-200-511-5799 Other materials & supplies					
		8.99			
PxedmcGBWWZy Total:					
SdkeELDEvaTp	11/8/2017	23.98	0.00	12/19/2017	Batteries for Board room
101-200-511-5700 Office supplies					
		23.98			
SdkeELDEvaTp Total:					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date
Account Number				Description
UOQNOuwGXTiv	10/27/2017	-16.20	0.00	12/19/2017
101-200-511-5700 Office supplies				Return
	UOQNOuwGXTiv Total:	-16.20		
xawypWJUusugS	10/27/2017	34.99	0.00	12/19/2017
101-300-512-5730 Program supplies				Keyboard and mouse for PD
	xawypWJUusugS Total:	34.99		
ynRbcfAsHTob	10/19/2017	30.80	0.00	12/19/2017
101-200-511-5700 Office supplies				Candy for Halloween
	ynRbcfAsHTob Total:	30.80		
	Amazon Total:	1,299.00		
Clark Baird Smith, LLP				
CLARKBAI				
9240	11/30/2017	2,512.50	0.00	12/19/2017
101-230-511-5399 Other professional services				Legal services for personnel matters
	9240 Total:	2,512.50		
	Clark Baird Smith, LLP To	2,512.50		
Commonwealth Edison				
COMED				
30071087	12/4/2017	193.93	0.00	12/19/2017
101-440-513-5785 Utilities - public way				7157 N Keeler
	30071087 Total:	193.93		
381169268	12/5/2017	209.14	0.00	12/19/2017
101-440-513-5785 Utilities - public way				7002 N. Tripp Ave
	381169268 Total:	209.14		
4357072009	12/4/2017	176.38	0.00	12/19/2017

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
101-440-513-5785 Utilities - public way					6401 McCormick Road
4357072009 Total:		176.38			
Commonwealth Edison To		579.45			
Douglas Truck Parts DOUGTK					
35199	10/27/2017	52.20	0.00	12/19/2017	
205-430-515-5480 R&M - vehicles					Penetrating catalyst for Sweepers
35199 Total:		52.20			
35310	10/31/2017	102.00	0.00	12/19/2017	
660-620-519-5480 R&M - vehicles					Light, grease gun, coupler, gloves for PW vehicles
35310	10/31/2017	189.20	0.00	12/19/2017	
101-440-513-5480 R&M - vehicles					Light, grease gun, coupler, gloves for PW vehicles
35310	10/31/2017	102.01	0.00	12/19/2017	
101-420-511-5480 R&M - vehicles					Light, grease gun, coupler, gloves for PW vehicles
35310	10/31/2017	14.80	0.00	12/19/2017	
205-430-515-5480 R&M - vehicles					Light, grease gun, coupler, gloves for PW vehicles
35310 Total:		408.01			
35481	10/31/2017	35.00	0.00	12/19/2017	
205-430-515-5480 R&M - vehicles					Lubricants for Sweepers
35481 Total:		35.00			
36570	11/30/2017	54.99	0.00	12/19/2017	
101-410-511-5730 Program supplies					Coolant test strips for Shop
36570 Total:		54.99			
Douglas Truck Parts Total:		550.20			
Emcor Services Team Mechanical Inc EMCOR					
930006397	11/30/2017	2,595.00	0.00	12/19/2017	

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
101-420-511-5405 R&M - buildings					Repairs to PW heater
930006397 Total:		2,595.00			
Emcor Services Team Mec		2,595.00			
Graham C-Stores Company					
GRAHAM					
INV-103170	12/6/2017	625.00	0.00	12/19/2017	
101-300-512-5480 R&M - vehicles					Car Washes - August thru October 2017
INV-103170 Total:		625.00			
Graham C-Stores Company		625.00			
Great Lakes Coca Cola Distribution					
GREATLAC					
729207187	11/22/2017	211.65	0.00	12/19/2017	
101-210-511-5700 Office supplies					Pop for Admin pop machine
729207187 Total:		211.65			
Great Lakes Coca Cola Dis		211.65			
Home Depot Credit Services					
HOMEDEPO					
001914/8120510	11/1/2017	8.10	0.00	12/19/2017	
205-430-515-5730 Program supplies					Dowel for Parks
001914/8120510 Total:		8.10			
014127/5572857	11/14/2017	44.35	0.00	12/19/2017	
205-509-515-5730 Program supplies					Letters, duct tape for Turkey Trot
014127/5572857 Total:		44.35			
027436/3110691	10/27/2017	299.00	0.00	12/19/2017	

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
205-430-515-5730 Program supplies					Sod for Parks
	027436/3110691 Total:	299.00			
101732/8120498	11/1/2017	168.14	0.00	12/19/2017	
205-430-515-5730 Program supplies					Drain pipe, nut setter, nut driver for Fields
	101732/8120498 Total:	168.14			
	Home Depot Credit Servic	519.59			
IPMA					
IPMA					
INV31967-J8T2Q6	10/25/2017	209.00	0.00	12/19/2017	
101-300-512-5730 Program supplies					Promotional exams/Police Sergeant
	INV31967-J8T2Q6 Total:	209.00			
	IPMA Total:	209.00			
Leibtag, Ayelet					
LEIBTAG					
17-9116	9/14/2017	72.50	0.00	12/19/2017	
101-400-511-5210 Animal control					Animal control services
	17-9116 Total:	72.50			
	Leibtag, Ayelet Total:	72.50			
Printwell Printing					
PRINTWEL					
51740	12/6/2017	194.16	0.00	12/19/2017	
660-620-519-5730 Program supplies					Water Dept door hanger
	51740 Total:	194.16			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
		194.16			
Printwell Printing Total:					
Sanberg, Susan SANDBERG 17-8212	8/31/2017	200.00	0.00	12/19/2017	
101-400-511-5210 Animal control					Animal control services
		200.00			
17-8212 Total:					
		200.00			
Sanberg, Susan Total:					
State Industrial Products STATE 900282939	12/6/2017	134.08	0.00	12/19/2017	
101-300-512-5730 Program supplies					Sanitizer for Cells/dispatch
		134.08			
900282939 Total:					
		134.08			
State Industrial Products To					
Suburban Tree Consortium SUBURBAN 0006594-IN	11/30/2017	23,493.00	0.00	12/19/2017	
101-440-513-5250 Landscaping services					2017 Fall planting per resolution
		23,493.00			
0006594-IN Total:					
		23,493.00			
Suburban Tree Consortium					
Swid Sales Corp SWIDSALE 29480	11/28/2017	128.27	0.00	12/19/2017	
101-300-512-5480 R&M - vehicles					Batteries for PD Squads #216 & #214

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
29480 Total:		128.27			
Swid Sales Corp Total:		128.27			
The Sidwell Co THESIDWE 108471	9/28/2017	6,743.27	0.00	12/19/2017	
101-000-210-2650 Contractor Permits Payable					For Accela implementation
108471 Total:		6,743.27			
The Sidwell Co Total:		6,743.27			
Trizetto Provider Solutions TRIZETTO 7108121700	12/1/2017	126.64	0.00	12/19/2017	
101-000-410-4315 Ambulance & EMS fees					Claims transacton fee for ambulance billing
7108121700 Total:		126.64			
Trizetto Provider Solutions		126.64			
Village of Skokie VILLSKOK 51582	12/1/2017	61,399.25	0.00	12/19/2017	
101-300-512-5399 Other professional services					December E 911 Dispatch services
51582 Total:		61,399.25			
Village of Skokie Total:		61,399.25			

Accounts Payable

To Be Paid Proof List

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date
Account Number	Description			
American First Aid Services				
AFAS INC				
58367	12/4/2017	105.50	0.00	12/19/2017
101-400-511-5730	Program supplies First Aid refills			
58367 Total:		105.50		
American First Aid Service		105.50		
Call One				
CALLONE				
1129134	12/15/2017	1,147.19	0.00	12/19/2017
101-210-511-5580	Telephone Telephone Services:Admin/Police			
1129134 Total:		1,147.19		
1129136	12/15/2017	370.48	0.00	12/19/2017
101-210-511-5580	Telephone Telephone Services:NORCOM Police			
1129136 Total:		370.48		
1129137	12/15/2017	40.41	0.00	12/19/2017
101-210-511-5580	Telephone Telephone Services:Aquatic Center			
1129137 Total:		40.41		
1129140	12/15/2017	43.39	0.00	12/19/2017
660-610-519-5580	Telephone Telephone Services:Public Works			
1129140 Total:		43.39		

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
1129141	12/15/2017	44.27	0.00	12/19/2017	Telephone Services:Pump House
660-610-519-5580 Telephone					
1129141 Total:		44.27			
1129143	12/15/2017	485.81	0.00	12/19/2017	Telephone Services:Municipal Center
101-210-511-5580 Telephone					
1129143 Total:		485.81			
1129144	12/15/2017	263.00	0.00	12/19/2017	Telephone Services: Connection to Red Center
101-210-511-5580 Telephone					
1129144 Total:		263.00			
96780016416	12/15/2017	450.99	0.00	12/19/2017	Telephone Services: PRI Data
101-210-511-5580 Telephone					
96780016416 Total:		450.99			
Call One Total:		2,845.54			
Chicago Tribune CHGOTRIB					
5041641	6/29/2017	42.69	0.00	12/19/2017	Legal notice/6641 N Trumbull
101-120-511-5510 Advertising					
5041641 Total:		42.69			
5302972	11/16/2017	60.29	0.00	12/19/2017	Legal notice/6530 N. Lincoln
101-120-511-5510 Advertising					
5302972 Total:		60.29			
Chicago Tribune Total:		102.98			
Cimpean, Florin CIMPEAN					
160618	8/15/2016	3,000.00	0.00	12/19/2017	

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
101-000-210-2620 Contractor bonds payable					Site Development refund
160618 Total:		3,000.00			
Cimpean, Florin Total:		3,000.00			
City of Chicago Dept of Water CTYOFCHI					
430883-430883	12/8/2017	83,315.76	0.00	12/19/2017	
660-620-519-5790 Water purchases					Water - 10/12/17-11/13/17
430883-430883 Total:		83,315.76			
430884-430884	12/8/2017	72,716.16	0.00	12/19/2017	
660-620-519-5790 Water purchases					Water - 10/12/17-11/13/17
430884-430884 Total:		72,716.16			
City of Chicago Dept of W		156,031.92			
Emcor Services Team Mechanical Inc EMCOR					
930006499	12/4/2017	921.12	0.00	12/19/2017	
101-420-511-5405 R&M - buildings					HVAC Preventive Maintenance - December
930006499 Total:		921.12			
Emcor Services Team Mec		921.12			
Illinois Association of Code Enforcement ILLINO					
12/6/17	12/6/2017	35.00	0.00	12/19/2017	
101-240-517-5570 Professional associations					Enforcement Association Seminar 12/6/17
12/6/17 Total:		35.00			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
Account Number					
	Illinois Association of Cod	35.00			
Leuciuc, Dimitri					
LEUCIUC					
160388	6/7/2016	3,000.00	0.00	12/19/2017	
101-000-210-2620	Contractor bonds payable				Refund-Site Development deposit
	160388 Total:	3,000.00			
	Leuciuc, Dimitri Total:	3,000.00			
Lowe's Business Acc/GECE					
LOWES					
02152	12/5/2017	66.20	0.00	12/19/2017	
101-420-511-5745	Small Tools				Stain pad, semi-gloss, adhesive, wood screw
	02152 Total:	66.20			
02158	12/5/2017	22.12	0.00	12/19/2017	
101-420-511-5745	Small Tools				Aluminum, flip marker, sandpaper & carpenter pen
	02158 Total:	22.12			
02839	12/1/2017	19.30	0.00	12/19/2017	
101-420-511-5745	Small Tools				Quick link & tie snap for Village Hall
	02839 Total:	19.30			
10318	12/5/2017	9.94	0.00	12/19/2017	
101-440-513-5730	Program supplies				Knives & blades for Forestry
	10318 Total:	9.94			
20258	12/1/2017	37.88	0.00	12/19/2017	
205-430-515-5730	Program supplies				Peat moss for Parks
	20258 Total:	37.88			
20259	12/1/2017	49.40	0.00	12/19/2017	

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
101-420-511-5745 Small Tools					U post for Village Hall
	20259 Total:	49.40			
2084	12/4/2017	6.64	0.00	12/19/2017	
205-571-515-5730 Program supplies					Tile cleaning supplies for Community Center
	2084 Total:	6.64			
	Lowe's Business Acc/GEC	211.48			
Maine-Niles Association of Special Recreation MNASR					
16-385	12/1/2017	1,155.30	0.00	12/19/2017	
205-580-515-5270 Purchased program services					Inclusion Services for December A 2017
	16-385 Total:	1,155.30			
	Maine-Niles Association o	1,155.30			
NAPA					
NAPA					
2812-289509	11/28/2017	89.99	0.00	12/19/2017	
101-410-511-5730 Program supplies					Battery tester for Shop
	2812-289509 Total:	89.99			
2812-289707	11/29/2017	74.95	0.00	12/19/2017	
101-410-511-5730 Program supplies					Air filter
	2812-289707 Total:	74.95			
	NAPA Total:	164.94			
National Research Center, Inc. NATLRES					
6628	12/8/2017	4,465.00	0.00	12/19/2017	

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
101-200-511-5599 Other contractual					National Research Council Survey/2nd payment
6628 Total:		4,465.00			
National Research Center,		4,465.00			
North Suburban Employee Benefit NSEBENEF					
November,2017	12/8/2017	96,205.00	0.00	12/19/2017	Employee Health insurance - November, 2017
102-000-210-2027 Health insurance premium with					
November,2017 Total:		96,205.00			
North Suburban Employee		96,205.00			
Perspectives PERSPECT					
88005	11/30/2017	715.00	0.00	12/19/2017	Leadership and management training for Village employee
101-200-511-5599 Other contractual					
88005 Total:		715.00			
Perspectives Total:		715.00			
T.P.I. Building Code Consultants, Inc. TPI					
201711	11/30/2017	7,839.94	0.00	12/19/2017	November Plan Review
101-240-517-5399 Other professional services					
201711	11/30/2017	5,811.00	0.00	12/19/2017	November In House
101-240-517-5399 Other professional services					
201711	11/30/2017	1,618.50	0.00	12/19/2017	The Carrington
101-240-517-5399 Other professional services					
201711	11/30/2017	97.50	0.00	12/19/2017	6400 Cicero
101-240-517-5399 Other professional services					
201711 Total:		15,366.94			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Description
		15,366.94			
T.P.I. Building Code Cons					
The Peace School					
THEPEACE					
809	12/4/2017	380.80	0.00	12/19/2017	
205-503-515-5270					Purchased program services
					Peace Yoga : Fall Session
		380.80			
809 Total:					
		380.80			
The Peace School Total:					
		380.80			
Thompson Elevator Inspection Service, Inc.					
THOMPSON					
17-3733	12/1/2017	100.00	0.00	12/19/2017	
101-240-517-5399					Other professional services
					1 Elevator plan review
		100.00			
17-3733 Total:					
		100.00			
17-3750	12/4/2017	150.00	0.00	12/19/2017	
101-240-517-5399					Other professional services
					1 Full Mode Elevator inspection
		150.00			
17-3750 Total:					
		150.00			
17-3756	12/5/2017	100.00	0.00	12/19/2017	
101-240-517-5399					Other professional services
					Plan review - 6506 St. Louis
		100.00			
17-3756 Total:					
		100.00			
Thompson Elevator Inspec		350.00			
Warehouse Direct					
WAREHOUS					
3687687-0	11/9/2017	9.78	0.00	12/19/2017	
101-350-512-5700					Office supplies
		9.78			
3687687-0 Total:					
		9.78			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date
Account Number				Description
3687688-0	11/9/2017	136.89	0.00	12/19/2017
101-350-512-5700				Office supplies
	3687688-0 Total:	136.89		
3697886-0	11/17/2017	865.51	0.00	12/19/2017
101-350-512-5700				Office supplies
	3697886-0 Total:	865.51		
3697975-0	11/17/2017	398.47	0.00	12/19/2017
101-210-511-5700				Office supplies
	3697975-0 Total:	398.47		
	Warehouse Direct Total:	1,410.65		
Work' N Gear, LLC				
WRKNGEAR				
HA88546	12/4/2017	164.95	0.00	12/19/2017
205-430-515-5070				Uniform allowance
	HA88546 Total:	164.95		
	Work' N Gear, LLC Total:	164.95		
	Report Total:	286,632.12		

EXPERIENCE

Willis Towers Watson, Chicago, IL, May 2007 to Present

Senior Actuarial Analyst

- Trusted advisor partnering with clients' Human Resources and Finance departments to provide consulting services for various benefit programs including
 - Assisting clients' management teams in developing their strategic plans for their company's benefit plans
 - Assisting human resource leadership with implementing and administering benefit programs for participants
 - Leveraging our Willis Towers Watson's (WTW) intellectual capital in developing client specific solutions
 - Collaborating with WTW subject matter experts to solve complex benefit program problems
 - Developing consensus for business strategies based on client and subject matter knowledge
 - Utilizing benchmarking to assist in developing and documenting year-end financial assumptions for management and auditors
 - Providing clients with annual funding requirements and ASC 715 accounting expense and disclosure information for their benefit programs
 - Forecasting for clients' management internal planning purposes the annual funding requirements and accounting expense and disclosure information
 - Supporting clients with complex accounting calculations, such as settlements and curtailments, and their effect on AOCI and annual accounting expense
- Consultant with significant experience assisting various clients including
 - Fortune 100 and Global 500 public companies
 - Major private companies
 - Companies engaging in heavy manufacturing, energy, automotive supply, health care, and services to municipalities
- Day-to-day contact for clients' management and human resource teams
- Project manager and technical reviewer on all client teams
- Client operations manager for small and middle market client teams
- Mentor for junior staff by providing opportunities to interface with clients and presenting at firm-wide training classes covering nondiscrimination testing, postretirement welfare valuations, and benefits administration
- Volunteer member of the WTW People Council assisting with internal wellness programs, maintaining positive staff morale, staff development, and the merger integration of Willis and Towers Watson

General Board of Pension & Health Benefits (GBOPHB) of the United Methodist Church (UMC), Evanston, IL, June 2002 to May 2007

Actuarial Analyst

- As project manager, significantly increased the efficiency and the on-time delivery of the actuarial valuations of the UMC pension plans (25,000 participants, \$3 billion in assets/liabilities, 126 different client reports)
- Successfully managed an interdepartmental effort to divide and remap \$12 billion in commingled pension plan assets
- Implemented changes to improve the efficiency of my department in the areas of project tracking and workflow assignments, electronic and paper database management, and staff training
- Volunteered to be the actuarial representative within core GBOPHB teams addressing plan designs for clergy of developing countries, outsourcing of annuities, merging client benefit plans, and implementing a new benefit payment system
- Supported benefits administration groups and IT in implementing and updating products and services requiring actuarial expertise including implementation of revised actuarial equivalence data, revisions in the benefit payment system and remapping it to the general ledger, and identification and resolution of benefit administration issues
- Provided assistance and training in funding strategies and participated in offsite funding strategy sessions for clients
- Provided nation-wide home-office client support
- One of two "Employees of the Year" organization-wide for 2004
- One of six core team members of an organization-wide project to receive a GBOPHB Pride Award in 2005

PricewaterhouseCoopers LLP, Chicago, IL, Oct. 1995 to May 2002

Consultant

- Served as project manager for several key client accounts including the Price Waterhouse partner and staff pension plans. Duties included meeting and presenting to clients, managing client expectations, budgeting, billing, staffing, supervising staff work, mentoring of staff, and providing on-time delivery of results and reports.
- Supported clients with pension and postretirement healthcare plans by
 - Providing ASC 712, ASC 715 and IAS 19 accounting expense and disclosure information
 - Providing ERISA funding requirements and government filings
 - Providing pension expense projections for union negotiations
 - Performing nondiscrimination testing for DB and DC plans
 - Participating in the development of healthcare claims for retirees eligible and ineligible for Medicare
 - Determining the maximum deductible contributions for active and retiree VEBAs
 - Determining employer costs of postretirement healthcare plan design alternatives
 - Determining necessary accounting treatments for special events like acquisitions, spin-offs and plant closings
- Participated in several special projects including
 - Qualified Supplemental Executive Retirement Plans
 - Confidential due diligence for the merger of Price Waterhouse and Coopers and Lybrand
 - Annual audit of the Pension Benefit Guarantee Corporation
 - ASC 718 stock-based compensation disclosures
 - ASC 715 expense for a deferred compensation plan
 - Presenting at a national class covering nondiscrimination testing

National Association of Independent Insurers, Des Plaines, Illinois
Independent Statistical Services Division, February to September 1995

Statistical Analyst

- Responsible for the preparation of property and casualty insurance reports
- Routinely provided both written and oral communications to member company personnel to resolve data issues

CHARITY & VOLUNTEER ACTIVITIES

- Lincolnwood School District #74 Finance Committee, 2015 to Present
- Lincolnwood School District #74 PTA, 2015 to 2016
- Skokie Telecommunications and Technology Commission, 2009 to 2013
- St. Baldrick's, 2008 to 2013
- Chicago Cares, 2005 to 2008
- Annual Holiday Gift Giving to Children's Charities, 2002 to Present
- Employer Community Service Days, 1995 to Present

EXAMS

Society of Actuaries: Exam P and VEE Applied Statistics

EDUCATION

DePaul University, Chicago, Illinois, 1991 – 1993
B.S., Mathematical Science with honors
Minor: Business Administration
GPA: 3.6/4.0

University of Illinois, Urbana – Champaign, 1989 – 1990
Major: Computer Science

Request For Board Action

REFERRED TO BOARD: December 19, 2017

AGENDA ITEM NO: 1

ORIGINATING DEPARTMENT: Village Manager's Office

SUBJECT: Approval of a Resolution Approving a Supplemental Statement of Work Under an Agreement with Municipal GIS Partners, Inc. for GIS Support Services and Renewing the Agreement for a Period of Three Years

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

In August of 2005 the Village entered into a membership agreement for the Geographical Information Systems Consortium (GISC) and its service provider, Municipal GIS Partners (MGP). On March 17, 2015, the Village Board authorized the execution of a three year agreement with the GISC service provider (expiring in 2018). The agreement states that MGP will present a projected utilization and service rate adjustment to the GISC Board, on which the Village has a representative, on an annual basis for approval. For 2018, the GISC Board approved an average increase of 3% to the hourly rates. The hourly utilization of higher level employee classifications has decreased based on actual usage, thereby increasing the total contract amount by only \$109 for 2018. Table 1 provides a summary of the rates and hours for 2017 and 2018.

Classification	2017		2018	
	Rate	Hours	Rate	Hours
GIS Specialist	\$77.80	0	\$82.10	0
GIS/RAS Specialist	\$81.30	329	\$85.60	329
GIS Coordinator	\$99.00	33	\$109.50	33
GIS Analyst	\$99.00	33	\$101.50	33
GIS Platform Administrator	\$123.30	28	\$101.50	25
GIS Application Developer	\$123.30	28	\$101.50	25
GIS Manager	\$123.30	28	\$141.90	25
Total Obligation	\$43,638.90		\$43,747.90	

Over the last twelve years the Village has received substantial benefit from the GIS Consortium database. These improvements have included the addition of a zoning layer, address grids, street intersections, Tax Increment Financing districts, parking restrictions, street sweeping, snow plow routes, water and sewer utilities, tree inventory, and five phases of the photometric mapping program. In addition, four browser based software programs called MapOffice, MapOffice Advanced, ArcView and Community Portal were implemented for staff and the public. These programs allow staff to create custom maps for presentations and planning, as well as allow the public to access information about their properties through the Consortium's website.

Over the coming year, several new layers and projects are planned. These include:

- Enhancements to Community Portal
- Retail trade area identification and development support
- Thermoplastic striping tracking
- Vehicle sticker analysis
- Residential sprinkler system tracking
- Crime response maps
- Easement tracking

The attached Resolution authorizes the Village Manager to execute a supplemental statement of work agreement with the GIS Consortium consultant adjusting the hourly rates. The three year agreement that was executed in March of 2015 is also up for renewal in April of 2018. As such, staff recommends renewing the agreement for an additional three year period. The Village will continue to review and approve an annual supplemental statement of work which details any service rate adjustments.

FINANCIAL IMPACT:

\$18,475 is budgeted in the fiscal year 2017-2018 Information Technology budget for contract GIS services and \$26,350 is budgeted in the in the fiscal year 2017-2018 Water and Sewer fund for contract GIS services for a total of \$44,825. GIS software is owned by the Village and is budgeted separately.

DOCUMENTS ATTACHED:

1. Proposed Resolution
2. GIS Consortium Service Provider Supplemental Statement of Work Agreement

RECOMMENDED MOTION:

Move to approve a Resolution approving a supplemental statement of work under an agreement with Municipal GIS Partners, Inc. for GIS support services and renewing the agreement for a period of three years.

VILLAGE OF LINCOLNWOOD

RESOLUTION NO. R2017-_____

**A RESOLUTION APPROVING A SUPPLEMENTAL STATEMENT OF WORK
UNDER AN AGREEMENT WITH
MUNICIPAL GIS PARTNERS, INC., FOR GIS SUPPORT SERVICES**

WHEREAS, the Village is a member of the GIS Consortium ("*Consortium*"), an organization comprised of municipalities in northeastern Illinois, which Consortium shares the cost of establishing a regional Geographic Information Systems program ("*Program*"); and

WHEREAS, on behalf of its members, the Consortium has selected Municipal GIS Partners, Inc. ("*MGP*"), for the provision of services related to the Program ("*GIS Support Services*"); and

WHEREAS, on March 17, 2015, the Village President and Board of Trustees adopted Resolution No. 2015-1838, approving an agreement ("*Agreement*") with MGP for GIS Support Services for the period beginning May 1, 2015, and ending May 30, 2018 ("*Initial Term*"); and

WHEREAS, a statement of work setting forth the annual service rates and projected utilization for MGP staff in performing the GIS Support Services under the Agreement ("*Annual Rates and Utilization*") was attached to the Agreement as Attachment 1 and incorporated into the Agreement pursuant to Section 1.1 of the Agreement; and

WHEREAS, pursuant to Section 4.1(c) of the Agreement, the Annual Rates and Utilization are to be adjusted each calendar year in accordance with the annual rates approved by the Consortium, which Annual Rates and Utilization are to be reflected in a supplemental statement of work entered into between the Village and MGP; and

WHEREAS, the Village President and Board of Trustees desire to enter into a supplemental statement of work that: (i) establishes the Annual Rates and Utilization that will govern the performance of the GIS Support Services by MGP under the Agreement for the term commencing on January 1, 2018, and ending on December 31, 2018; and (ii) extends the Initial Term set forth in the Agreement for a period of three years commencing on January 1, 2018 ("*Supplemental Statement of Work*"); and

WHEREAS, the Village President and Board of Trustees have determined that entering into the Supplemental Statement of Work with MGP will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNWOOD, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF SUPPLEMENTAL STATEMENT OF WORK. The Supplemental Statement of Work by and between the Village and MGP is hereby approved in substantially the form attached to this Resolution as **Exhibit A**.

SECTION 3. EXECUTION OF SUPPLEMENTAL STATEMENT OF WORK. The Village Manager and Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Supplemental Statement of Work only after receipt by the Village Clerk of at least one original copy of the Supplemental Statement of Work executed by MGP; provided, however, that if the executed copy of the Supplemental Statement of Work is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

PASSED this ___ day of _____, 2017.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this _____ day of _____, 2017.

Barry I. Bass, President
Village of Lincolnwood, Cook County, Illinois

ATTESTED and FILED in my office this
_____ day of _____, 2017

Beryl Herman, Village Clerk
Village of Lincolnwood, Cook County, Illinois

Exhibit A

Supplemental Statement of Work

Supplemental Statement of Work

Pursuant to and in accordance with Section 1.2 of that certain GIS Consortium Service Provider Contract dated May 1, 2015 (the "Contract") between the Village of Lincolnwood, an Illinois municipal corporation (the "Municipality") and Municipal GIS Partners, Incorporated (the "Consultant"), the parties hereby agree to the following SUPPLEMENTAL STATEMENT OF WORK, effective January 1, 2018 ("SOW"):

1. Description of Additional Services:

No additional services beyond such Services described in any previously approved SOWs to the Contract are added by this SOW.

2. Project Schedule/Term:

This SOW renews the Initial Term (May 1, 2015) set forth in the Contract for a period of three (3) years from the Effective Date of January 1, 2018.

3. Projected Utilization:

As set forth in Section 4.1(c) of the Contract, the project utilization shall adjust each calendar year in accordance with the annual rates approved by the Board of Directors of GISC. The projected utilization for the calendar year beginning January 1, 2018 and ending December 31, 2018 is set forth in this SOW as follows:

- A. X hours of GIS Specialist
- B. 329 hours of GIS/RAS Specialist
- C. 33 hours of GIS Coordinator
- D. 33 hours of GIS Analyst
- E. 25 hours of GIS Platform Administrator
- F. 25 hours of GIS Application Developer
- G. 25 hours of GIS Manager

4. Service Rates:

As set forth in Section 4.1(c) of the Contract, the service rates shall adjust each calendar year in accordance with the annual rates approved by the Board of Directors of GISC. The service rates for the calendar year beginning January 1, 2018 and ending December 31, 2018 is set forth in this SOW as follows:

- A. \$ 82.10 per hour for GIS Specialist
- B. \$ 85.60 per hour for GIS/RAS Specialist

- C. \$ 109.50 per hour for Client Account Manager
- D. \$ 101.50 per hour for GIS Analyst
- E. \$ 101.50 per hour for GIS Platform Administrator
- F. \$ 101.50 per hour for GIS Application Developer
- G. \$ 141.90 per hour for GIS Manager

Total Not-to-Exceed Amount for Services (Numbers): \$43,747.90.

Total Not-to-Exceed Amount for Services (Figures): forty-three thousand six hundred and thirty-eight dollars and ninety cents.

In the event of any conflict or inconsistency between the terms of this SOW and the Contract or any previously approved SOW, the terms of this SOW shall govern and control with respect to the term, projected utilization rates, service rates and scope of services. All other conflicts or inconsistencies between the terms of the Contract and this SOW shall be governed and controlled by the Contract. Any capitalized terms used herein but not defined herein shall have the meanings prescribed to such capitalized term in the Contract.

SIGNATURE PAGE FOLLOWS

Signature Page to Supplemental Statement of Work

IN WITNESS WHEREOF, the undersigned have placed their hands and seals hereto as of _____, 2017.

ATTEST:

VILLAGE OF LINCOLNWOOD

By: _____
Name: _____
Its: _____

By: _____
Name: _____
Its: _____

ATTEST:

CONSULTANT:

**MUNICIPAL GIS PARTNERS,
INCORPORATED**

By: Donna J. Thomey
Name: Donna Thomey
Its: Office Administrator

By: Thomas A. Thomey
Name: Thomas Thomey
Its: President

Request For Board Action

REFERRED TO BOARD: December 19, 2017

AGENDA ITEM NO: 2

ORIGINATING DEPARTMENT: Public Works

SUBJECT: Approval of a Resolution Authorizing a Contract Renewal with Best Quality Cleaning, Inc. of Franklin Park, Illinois for Janitorial Services in the Amount of \$38,760

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

On December 22, 2006 a Request for Proposals (RFP) for professional janitorial services was released. The RFP outlined the services that needed to be performed at Public Works, Village Hall, Community Center, Police Department, and the Fire Station. Specifications were sent to 28 firms and advertisements were submitted to the Pioneer Press and Dodge Report. On January 17, 2007 the Public Works Department received seven proposals for janitorial services. Upon receipt of the bids, staff worked to negotiate a contract with the firm determined to be most qualified, Best Quality Cleaning, Inc. of Franklin Park, Illinois.

On February 1, 2007 the Village Board awarded a professional janitorial contract to Best Quality Cleaning, Inc. for one year with the option to renew. Throughout the first year of the contract staff was pleased with their services. On January 23, 2008 Best Quality Cleaning, Inc.'s contract was renewed with a modification that allowed for the contractor to utilize environmentally-friendly cleaning products at all municipal facilities for glass cleaner, floor soap, counters, stainless steel and washroom fixtures. The modification allowed for additional compensation to the contractor in the amount of \$200 per month for the use of environmentally-friendly cleaning products. This modification increased the annual contract price negotiated in 2007 by \$2,400 per year. On February 5, 2009 the Village Board renewed the janitorial contract for an additional year with the same price, terms and conditions of the contract renewed on January 23, 2008.

In 2010, due to the state of the economy, staff met with Best Quality Cleaning, Inc. to discuss ways to reduce the contract price for fiscal year 2010/2011. Staff was able to negotiate a reduced contract in the amount of \$38,760 for a savings of \$10,640 during fiscal year 2010/2011. The reduced contract modified the services provided as outlined in Table 1.

Table 1. Comparison of Services

Location	Original Services	Modified Services
Police Station	6 days/week- full clean	4 days/week-full clean 2 days/week-washrooms & lunchrooms
Fire Station	6 days/week-full clean	4 days/week-full clean 2 days/week-washrooms & lunchrooms
Village Hall	5 days/week-full clean	3 days/week-full clean 2 days/week- washrooms & lunchrooms
Public Works	5 days/week-full clean	3 days/week-full clean 2 days/week- washrooms & lunchrooms
Community Center	7 days/week-full clean	5 days/week-full clean 2 days/week- washrooms & lunchrooms

Since 2010 the Village Board has renewed the contract for an additional year each year with a continuation of the modified services contract that was negotiated in 2010.

Best Quality Cleaning, Inc. has satisfactorily met the contract specifications for the last nine years. Therefore, staff is requesting that their contract be extended for one additional year as allowed by the 2007 contract with a continuation of the modified services agreement during fiscal year 2010/2011. The full cleaning will include the following:

- Clean inside and outside of stove warming ovens, and microwave
- Clean inside and outside of refrigerator
- Clean inside and outside of cabinets
- Clean and sanitize all counter tops and back splash (move items to clean)
- Scour sink
- Spot clean walls
- Detail sweep and mop floor
- Wipe down wastebasket inside and out
- Scrub floor – 1 time per month

FINANCIAL IMPACT:

Funds will be budgeted accordingly in the Public Works Building Maintenance Cost Center for FY 2018/2019.

DOCUMENTS ATTACHED:

1. Proposed Resolution
2. Agreement Extension with Contract
3. Best Quality Cleaning, Inc.'s Letter of Intent to Renew

RECOMMENDED MOTION:

Move to approve a Resolution authorizing the Village Manager to extend the professional janitorial services contract with Best Quality Cleaning, Inc. for one year in the amount of \$38,760.

VILLAGE OF LINCOLNWOOD

RESOLUTION NO. R2017-_____

**A RESOLUTION APPROVING A ONE-YEAR EXTENSION OF A
CONTRACT WITH BEST QUALITY CLEANING, INC.
OF FRANKLIN PARK ILLINOIS,
FOR JANITORIAL SERVICES**

WHEREAS, on February 13, 2007, the Village of Lincolnwood, ("*Village*") entered into an agreement with Best Quality Cleaning, Inc., of Franklin Park, Illinois ("*Best Quality*"), for the provision of professional janitorial services ("*Agreement*"); and

WHEREAS, pursuant to Section 24.14 of the Agreement, the Village and Best Quality may mutually agree to extend the Agreement for additional one-year terms; and

WHEREAS, the Village and Best Quality have mutually agreed to extend the Agreement for additional one-year terms for years 2008-2017; and

WHEREAS, the Village and Best Quality now desire to further extend the Agreement for an additional one-year term beginning March 1, 2018 ("*2018 Agreement Extension*"); and

WHEREAS, the Village President and Board of Trustees have determined that entering into the 2018 Agreement Extension with Best Quality will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNWOOD, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF 2018 AGREEMENT EXTENSION. The 2018 Agreement Extension by and between the Village and Best Quality is hereby approved in substantially the form attached to this Resolution as **Exhibit A**.

SECTION 3. EXECUTION OF 2018 AGREEMENT EXTENSION. The Village Manager and Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the 2018 Agreement Extension upon receipt by the Village Clerk of at least one original copy of the 2018 Agreement Extension executed by Best Quality; provided however, that if the executed copy of the 2018 Agreement Extension is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

[SIGNATURE PAGE FOLLOWS]

PASSED this ____ day of _____, 2017.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this ____ day of _____, 2017.

Barry I. Bass, President
Village of Lincolnwood, Cook County, Illinois

ATTESTED and FILED in my office this
____ day of _____, 2017

Beryl Herman, Village Clerk
Village of Lincolnwood, Cook County, Illinois

EXHIBIT A

2018 AGREEMENT EXTENSION



2018 AGREEMENT EXTENSION

FOR AND IN CONSIDERATION of their mutual promises, the Village of Lincolnwood (hereinafter "VILLAGE") and Best Quality Cleaning, Inc. (hereinafter "CONTRACTOR") hereby agree to adopt and continue each and every one of the conditions contained in the Agreement dated February 13, 2007 a copy of which is attached hereto. The undersigned agree that the service agreement dated February 13, 2007, is further modified as follows:

1. The Contractor shall provide general cleaning of the areas according to specifications and service as stated below:
 - Police Station- 4 days full clean, 2 days just washrooms and lunchrooms
 - Fire Station- 4 days full clean, 2 days just washrooms and lunchrooms
 - Village Hall- 3 days full clean, 2 days just washrooms and lunchrooms
 - Public Works- 3 days full clean, 2 days just washrooms and lunchrooms
 - Community Center- 5 days full clean, 2 days just washrooms and lunchrooms

Green products will be used for cleaning.

The crew will arrive in the evening.

The above will be completed for a fee of \$3,230.00 per month.

IN WITNESS WHEREOF, THE PARTIES have executed this agreement this day _____ of _____, 2017.

INDEPENDENT CONTRACTOR

VILLAGE OF LINCOLNWOOD

Authorized Representative (Sign)

Timothy C. Wiberg
Village Manager

Title of Authorized Representative

ATTEST:

Beryl Herman, Village Clerk

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement ("**Agreement**" or "**Contract**") is made as of this 13 day of February 2007, by and between the VILLAGE of LINCOLNWOOD, 6900 NORTH LINCOLN AVENUE, LINCOLNWOOD, ILLINOIS, 60712, an Illinois Home Rule Municipality (the "**Village**") and BEST QUALITY CLEANING, INC. (the "**Contractor**").

WHEREAS, the Village Corporate Authorities ("**Corporate Authorities**") authorized an agreement for a 2007 Professional Janitorial Services (the "**Services**").

WHEREAS, all candidates received the following Request for Proposals documents ("**RFP Documents**") from the Village:

- A. Notice and Instructions (attached hereto as **Exhibit "A"**);
- B. RFP Specification Booklet (attached hereto as **Exhibit "B"**) containing the following items:
 - 1. General Conditions and Instructions
 - 2. Proposal

collectively described as the ("**RFP Documents**") which are incorporated into and made part of this Agreement (as defined herein below) by this reference.

WHEREAS, on January 17, 2007 the Village received the lowest responsible RFP for the Services from Contractor.

WHEREAS, on February 1, 2007 the Village Board of Trustees ("**Board**") authorized the Contractor to perform Professional Janitorial Services in the Village's Public Facilities as a part of the Village's 2007 Professional Janitorial Services Request for Proposals.

WHEREAS, the Village wishes to retain the Contractor under the terms and conditions of this Agreement.

WHEREAS, the Contractor wishes to be retained by the Village under the terms and conditions of this Agreement.

NOW THEREFORE IN CONSIDERATION of their mutual promises, the parties agree as follows:

1.0 ENTIRE AGREEMENT. This Agreement, including **Exhibits "A"** through "**E"** (collectively the "**Contract Documents**") when properly signed, is the only form which will be recognized by the Village, supersedes all previous communications and negotiations, and constitutes the entire agreement ("**Agreement**") between the parties. No terms stated by the Contractor in accepting or acknowledging this Agreement shall

be binding upon the Village unless duly approved and accepted in writing by the Village. The Contractor may not assign this Agreement without the Village's prior written consent. No waiver of a breach or any provision of the Agreement shall constitute a waiver of any other breach of such provision or of any other provisions. This Agreement shall specifically apply to the Proposal submitted by the Contractor dated January 17, 2007 and awarded by the Village on February 1, 2007 for the Project. Professional Janitorial Services will be performed at the prices submitted on page 3 of the Addendum to the original Proposal.

2.0 INCORPORATION OF RFP DOCUMENTS. All of the RFP Documents are specifically incorporated in this Agreement by reference and are made a part hereof.

3.0 CONTRACT BOND. Contractor's completed Contract Bond is attached hereto as Exhibit "C".

4.0 CONTRACTOR'S DUTIES AND OBLIGATIONS UNDER THE AGREEMENT.

4.1 Commencement and Completion of Duties. The Contractor is retained to perform the duties and obligations in this Agreement and in the Proposal which is attached hereto as Exhibit "B" and which is specifically incorporated by reference as part of this Agreement. This Agreement shall commence on the date that this Agreement is executed by the Village.

4.2 Contractor's Services. The Contractor agrees that it shall undertake all Services necessary and incident to achieve the timely completion of the Services as specifically set forth in the RFP Specifications, except for those duties and obligations specifically imposed upon, or assumed by, any contractor(s), pursuant to contract(s) therefore with the Village.

4.3 Work to Conform to Specifications. The Contractor performing the Work hereunder shall comply in all respects to the specifications set forth in the RFP Documents.

4.4 Degree of Care. The Contractor shall perform all Services with that degree of skill and care reasonably expected from members of its profession performing work on projects of comparable size and complexity and in strict compliance with all applicable laws, codes and governmental regulations and specifications.

4.5 Completion Date. Contractor shall begin the services on March 1, 2007 and shall end the services on February 29, 2008.

5.0 INDEPENDENT CONTRACTOR. Neither Contractor nor its employees, representatives or subcontractors are in any sense employees of the Village, it being specifically agreed that in respect to the Village, the Contractor and any party employed or engaged by the Contractor is an independent contractor.

6.0 RESPONSIBILITY. The Contractor will be responsible for performing all work and/or supplying all materials as specified and insure proper conduct of the work as well as proper operation of any equipment installed as per this Agreement.

7.0 CONTRACTOR'S RESPONSIBILITY FOR SUBCONTRACTORS. If Contractor uses any subcontractors to perform any of the Services, Contractor will be responsible for supervision, quality control, warranty, payment and insurance of and for all work performed by the subcontractor. Contractors will ensure that all subcontractors are operating in compliance with all applicable federal and state laws and local ordinances.

7.1 Professional Licenses. Contractor shall obtain a copy of the current license (or evidence of verification thereof) of any subcontractor who is required by any federal, state law or local law to hold such a license. Contractor shall make such licenses available to the Village on request.

7.2 Insurance. Contractor shall require that any subcontractor have insurance coverage which is equivalent to Contractor's insurance requirement under this Agreement. Contractor shall make subcontractor's insurance policies or evidence thereof available to the Village on request.

7.3 Monitor Subcontractor's Progress. The Contractor shall monitor the progress and performance of all subcontractors. The Contractor shall promptly give notice and recommend courses of action to the Village if the contract requirements are not being fulfilled and, with the concurrence of the Village, initiate the directive that corrective action be taken by the appropriate responsible party.

7.4 No Contractual Arrangement with the Village. Nothing in these contract documents shall create any contractual arrangement between any subcontractor and the Village.

8.0 VILLAGE'S RESPONSIBILITIES UNDER THE AGREEMENT. The Village shall cooperate with the Contractor in order to enable the Contractor to perform its work hereunder and shall direct its employees, agents, contractors to reasonably cooperate with the Contractor. The Village shall assist the Contractor by placing at its disposal all available information pertinent to the Services, including previous reports and any other data relative to planning of the Services.

9.0 DOCUMENTS TO BECOME VILLAGE PROPERTY. The Contractor's plans, specifications, synopses, surveys, plans, illustrations, drawings, specifications, estimates, memoranda, tables, charts and catalogues and other documents including all documents on electronic and magnetic storage media, prepared pursuant to this Agreement shall become Village property once the Village has compensated the Contractor pursuant to this Agreement.

10.0 INSURANCE AND INDEMNIFICATION.

10.1 Insurance Coverage. The Contractor shall purchase and maintain during the term of this Agreement, insurance coverage which will satisfactorily insure it against claims and liabilities which could arise in connection with this Agreement. The forms of coverage, limits of liability, deductibles or self-insured portions, insurance provider and premium for such insurance coverage are subject to the Village's prior review and approval. The Contractor shall be responsible for payment of all policy deductibles. The insurance coverage required is as follows:

- a. **Commercial General Liability Insurance.** Commercial General Liability Insurance protecting against any and all public liability claims which may arise in the course of performance of this Agreement and all subcontracts hereunder. The limits of liability for bodily injury shall not be less than \$1,000,000 per person, including death, and \$1,000,000 per occurrence. The limits of liability for property damage shall not be less than \$1,000,000 per occurrence with an aggregate of not less than \$2,000,000.
- b. **Comprehensive Automobile Liability Insurance.** Comprehensive Automobile Liability Insurance including employers non ownership and hired car coverage, protecting against automobile claims whether on or off the Village's premises with bodily injury limits of not less than \$1,000,000 per person and \$1,000,000 per occurrence and property damage limits of not less than \$1,000,000 per occurrence.
- c. **Worker's Compensation Insurance.** Worker's Compensation Insurance covering any and all claims which may arise because of the Worker's Compensation and Occupational Disease Acts of the State of Illinois. The employer's liability section of the Worker's Compensation policy shall have a limit of not less than \$500,000 and shall be consistent with the statutory limits of liability.
- d. **Errors and Omissions Insurance.** Professional Errors & Omissions Liability Insurance in an amount not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
- e. **An Umbrella Insurance Policy** in an amount not less than \$1,000,000.
- f. **Completed operations insurance** or the equivalent.

The Contractor shall cause the Village, its Trustees, agents, officials and employees to be listed as an additional named insured. As an additional named insured, the Village reserves the right to notify the Contractor's insurance carrier of any claims the Village may have against the Contractor. The Contractor shall furnish to the Village copies of all insurance policies or original certificates (not facsimiles) of insurance evidencing coverage as required above issued by an insurance company authorized to do business under the laws of the State of Illinois, accepted by the Village within fifteen (15) days of the execution of this Agreement. These shall be attached hereto as **Exhibit "D"**, attached hereto and incorporated by reference as part of this

Agreement. The Contractor shall provide written notice of cancellation or modification of the policies set forth herein at least thirty (30) calendar days prior to the cancellation or modification of such policies. Any notices of the cancellation or modification of policies shall be given in accordance with Articles 10 and 24 of this Agreement. If the policy is written on a claims made basis, then the Contractor shall purchase such additional insurance to provide specified coverage to the Village for a period not less than five (5) years from the termination of this Agreement. Unless the policies or original certificates are provided, the Village will not allow the Contractor to continue the Services until all insurance required under this Agreement is purchased and evidence of such is received and approved by the Village. Any renewal or replacement policy shall comply with the provisions of this Article 10.

10.2 Indemnification of Village. The Contractor agrees to pay and reimburse and defend, indemnify, keep and hold harmless the Village, its Trustees, officials, employees, agents and representatives (to the extent that such agents and representatives participate in any Services or service under this Agreement), successors and assigns, from and against any and all losses, demands, obligations, costs, damages, liabilities, suits, actions, judgments, claims (including, but not limited to, claims for the infringement of any patents, copyrights, licenses or other intellectual property rights) and expenses, including, but not limited to, attorneys' and experts' fees and expenses at trial and on-appeal and litigation expenses, arising out of or connected with: (a) the negligent performance or nonperformance of this Agreement by the Contractor; (b) any misstatement contained in any representation made by the Contractor in or pursuant to this Agreement; (c) any breach of any warranty made by the Contractor in or pursuant to this Agreement; or (d) any errors, omissions or negligent acts of the Contractor, its subconsultants, agents or employees. The Contractor expressly understands and agrees that any insurance protection required by this Agreement shall in no way limit the responsibilities or liabilities of the Contractor or serve as a prohibition or limit in recovery under this Article 10. The provisions of this Article 10.2 are applicable to the full extent allowed by the laws of the State of Illinois and not beyond any extent which would render them void or unenforceable.

11.0 COMPENSATION. Shall be paid on a monthly basis depending on services performed within each month.

11.1 Services. The Village shall compensate the Contractor for the Services as specified in the quoted amounts in the RFP Documents, specifically:

1. A monthly rate of \$3,750
2. One (1) carpet shampooing of all carpeted areas at times in the year designated by the Village at no additional charge.
3. A cost per incident of cleaning the Police Department Prisoner lock-up room at a rate of \$75 per incident. This rate will be charged on an as needed basis.

This stated compensation is the exclusive compensation for the Services hereunder.

11.2 Payment. Contractor will submit monthly invoices to the Village representing the Services performed. Invoices shall summarize the Services completed.

11.3 Schedule Governing Pay Requests. The Village Board meets on the first and third Thursday of each month. Contractor shall submit its requests for payment to the Village not less than fourteen (14) working days prior to the Village Board meeting to enable the Village to have sufficient time to inspect, order correction, and approve the Services. The Village shall notify the Contractor within ten (10) days of receipt of invoice if Services covered under the invoice is questioned or in any way unsatisfactory to the Village which may inhibit payment of said invoice.

11.4 Local Government Prompt Payment Act. The Village will use its best efforts to make payment within 30 days after Board approval of the Contractor's invoice. The parties agree that the terms of the Local Government Prompt Payment Act will not apply to this Agreement and that interest charges will not be levied or accrue as to any unpaid balance.

11.5 Payment Records Maintained. The Contractor shall keep and maintain records in sufficient detail as regarding the Service's cost. The Contractor shall make these records available to the Village for audit, inspection and copying upon request. In the alternative, the Contractor may turn over any of these records to the Village and upon doing so, shall obviate the requirements of this paragraph as to these records.

11.6 Payment Not a Waiver of Rights. Payment by the Village shall not be a waiver of the Village's right to audit, inspect and copy the Contractor's records, nor shall the Village's payment or the Contractor's acceptance of payment waive any disputes between the Village and the Contractor, including, without limitation, any disputes as to the correctness of the Contractor's invoices, the amount due to the Contractor, or the services rendered by the Contractor under this Agreement. The Contractor's compensation shall be subject to final audit and adjustment by the Village.

12.0 SCHEDULE. Upon written authorization to proceed with the Services, the Contractor will comply with the times and schedule set forth in the RFP Document ("Schedule" attached hereto as Exhibit "E" and incorporated by reference as part of this Agreement) for the performance of the Services.

13.0 TIME OF PERFORMANCE; LIQUIDATED DAMAGES.

13.1 Time of Performance. This Agreement shall become effective immediately upon its execution by the parties in full force and effective through the terms of this Agreement. The Contractor recognizes that time is of the essence and will make progress on the Services in accordance with the Schedule. The Services must be performed between the dates of March 1, 2007 through February 29, 2008.

13.2 Liquidated Damages. Time is of the essence of this Agreement. The parties agree that notwithstanding any other damages that the Village may incur, if Contractor shall fail to fully perform the Services required each month on a monthly basis, the Village will implement liquidated damages of \$100/ per calendar day for each calendar day beyond the month the services were not performed until the Services are completed, shall apply. The liquidated damages provided for herein are not a penalty. Nothing contained in this liquidated damages provision shall be construed as limiting the right of the Village to recover from the Contractor any and all amounts due or to become due, and any and all costs and expenses sustained by the Village for improper performance hereunder, repudiation of the Agreement by the Contractor, failure to perform, or breach or breaches in any other respect including, but not limited to, defective workmanship or materials.

14.0 NONDISCRIMINATION. The Contractor in performing under this Agreement, shall not discriminate against any worker, employee or applicant, or any member of the public because of race, creed, color, religion, age, sex, marital status, disability, national origin, or status of discharge from military, nor shall the Contractor otherwise commit an unfair employment practice. The Contractor has a written policy regarding sexual harassment which complies in all respects with the Illinois Human Rights Act, 775 ILCS 5/2-105 (A)(4) (2003).

15.0 NO THIRD PARTY BENEFICIARIES. The duties and obligations of the Contractor contained herein shall be for the benefit of the Village and shall not inure to the benefit of any third party, except as specifically provided herein. The rights of the Contractor contained herein shall not inure to the benefit of any third party, except as specifically provided herein.

16.0 CONFIDENTIALITY. The Contractor acknowledges and agrees that certain information regarding this Agreement is confidential and shall not be disclosed, directly, indirectly or by implication, or be used by any of the Contractor, whether during the term of this Agreement or at any time thereafter, except solely as required in the course of the Contractor's performance of services hereunder. The Contractor shall comply with the applicable privacy laws and regulations affecting the Village and will not disclose any of the Village's records, materials, or other data to any third party, other than its attorneys or other individuals within the Contractor's related business entities who have a need to know and who agree in advance not to make further disclosure or unless required to do so by law. The Contractor shall not have the right to distribute statistical analyses and reports utilizing data derived from information or data obtained from the Village without the prior written approval of the Village, other than to its attorneys or other individuals within the Contractor's related business entities who have a need to know and who agree in advance not to make further disclosure. In the event such approval is given, any such reports published and distributed by the Contractor shall be furnished to the Village without charge.

17.0 COMPLIANCE WITH LAWS. The Contractor shall observe and comply with the laws, ordinances, regulations and codes of the Federal, State, County, Village and any

other local government agencies which may in any manner affect the performance of this Agreement. Compliance with this requirement by the Contractor's employees, agents, and subcontractors is Contractor's responsibility.

18.0 INCOMPATIBLE INTERESTS. The Contractor covenants that: (a) it presently has no interest and shall not acquire any interest, direct or indirect, in the Services to which this Agreement pertains which would conflict in any manner or degree with the performance of its services hereunder; and (b) in the performance of this Agreement, no person having any such interest shall be employed. The Contractor agrees to inform the Village on a timely basis of all of the interests, if any, of the Contractor which the Contractor reasonably believes may be incompatible with any interest of the Village.

19.0 NO UNDUE INFLUENCE. The Contractor shall not, under circumstances which might reasonably be interpreted as an attempt to influence the recipient in the conduct of its duties, accept any gratuity or special favors from individuals or organizations with whom the Contractor is doing business or proposing to do business, in accomplishing the services under this Agreement.

20.0 USE OF PRIVILEGED INFORMATION. The Contractor shall not use for personal gain or make other improper use of privileged information which is acquired in connection with its services under this Agreement. In this connection, the term "privileged information" includes, but is not limited to, unpublished information relating to technological and scientific development, medical, personnel or security records of individuals, anticipated material requirements or pricing actions, and knowledge of selection of contractors, subcontractors and subconsultants in advance of official announcement.

21.0 TERMINATION.

21.1 For Convenience. The Village may terminate this Agreement, or any portion, at any time by notice in writing from the Village to the Contractor.

21.2 Good Cause. This Agreement may be terminated upon a seven (7) day written notice at any time for good cause by either party. In the event of termination, full payment shall be made for Services performed to termination date.

21.3 Transfer of Documents. In the event of termination of this Agreement all finished and unfinished documents, data, studies and reports prepared by the Contractor, its subcontractors, agents and employees and any other Village property in the Contractor's custody shall be transmitted to the Village within ten (10) days after the date of termination of this Agreement.

22.0 CONTRACTOR'S REPRESENTATIONS AND WARRANTIES. Except as specifically enumerated on the Schedule attached hereto, the Contractor hereby represents and warrants to and covenants with the Village as of the date hereof and throughout the term of this Agreement.

illa
C. Wiberg
Administrator
of Lincolnwood
Colon Avenue
Lincolnwood, Illinois 60712

Contractor:

Richards
President
Quality Maintenance,
1711 Pacific Avenue
Park, IL 60131

4.3 Amendment
Agreement shall be in

4.4 Successors
The Contractor, their partners,
and legal representatives
shall be bound by this Agreement.
Neither the Contractor nor its
representatives shall have any
interest in this Agreement.

4.5 Inconsistency
The Contractor acknowledges that
this Agreement is in full
compliance with the provisions
of Article "B" and this Agreement.

4.6 Governing Law
The Contractor agrees that, in
the event of any dispute, claim,
controversy or litigation
arising out of or in connection
with this Agreement, the same
shall be governed by the laws
of the State of Illinois.

4.7 Waiver. No
breach consented
to by the party claiming
breach shall not be a
waiver of any other
potential breach.

22.1 Requisite Knowledge. Contractor is familiar with the requirements of the Services and this Agreement and is experienced in the areas of planning, design, budgeting, scheduling, and monitoring and other aspects of planning and management. Contractor has the necessary skill, financial resources and personnel to successfully complete the Services under this Agreement.

22.2 Financial Solvency. The Contractor is financially solvent, able to pay its debts as they mature and possesses sufficient working capital to complete the Services required and perform the obligations hereunder and will promptly give to the Contractor written notice of any material adverse change in the financial condition of the Contractor.

22.3 Requisite Personnel. The Contractor is able to furnish the labor required to complete the Services required hereunder and perform all of its obligations with sufficient experience and competence to do so. All personnel used by the Contractor in the performance of its Services shall be qualified by training and experience to perform their assigned tasks.

22.4 Company Standing and Licensure. The Contractor is authorized to conduct business in the State of Illinois. The Contractor represents and warrants that the Contractor is a company which is duly organized, validly existing and in good standing under the laws of the State of Illinois with power and authority to conduct its business as contemplated and as contemplated by this Agreement. Contractor is properly licensed and has obtained all necessary governmental and public and quasi-public authorities having jurisdiction over it and the Services required hereunder.

22.5 Company Authority. All necessary corporate, regulatory, or other action has been taken to authorize and empower the Contractor to execute, deliver and perform this Agreement. The person(s) executing this Agreement on behalf of the Contractor is duly authorized to do so and this Agreement is a legal, valid and enforceable obligation of each and all of the owners, shareholders, officers, managers or members of Contractor, enforceable against them in accordance with its terms, subject to the provisions of bankruptcy, equitable principles and laws affecting creditor's rights generally.

22.6 No Improper Inducement. Except only for those representations, statements or promises expressly contained in this Agreement, no representation, statement or promise, oral or in writing, of any kind whatsoever by the Contractor, its officials, agents, or employees has induced the Contractor to enter into this Agreement or has been relied upon by Contractor.

22.7 No Litigation Pending. No proceeding of any kind, including, but not limited to, litigation, arbitration, judicial or administrative, is pending or threatened against or contemplated by the Contractor which would have or has or may have any material adverse effect on the execution, delivery, performance or enforcement of this Agreement. The Contractor has not received notice, or has a reasonable belief

any material adverse effect on the execution, delivery, performance or enforceability of this Agreement. The Contractor has not received notice, or has a reasonable basis for believing that Contractor or any of its members, shareholders, associates, officers, managers or employees are the subject of any criminal action, complaint or investigation pertaining to any felony charge, or any civil action or claim predicated on alleged acts of antitrust violations; business fraud; discrimination due to race, creed, color, disability, gender, marital status, age, national origin, or religious affiliation.

22.8 No Untrue Statements of Material Fact. No information, certificate of an officer, statement furnished in writing, or report delivered to the Village by the Contractor, to the knowledge of Contractor, contains any untrue statement of a material fact or omits a material fact necessary to make the information, certificate, statement, or report not misleading.

22.9 Binding Obligation. This Agreement constitutes a valid, legal and binding obligation of the Contractor, and to the extent permissible by law, is enforceable against it in bankruptcy, insolvency, reorganization, moratorium and other laws affecting the enforcement of creditors' rights generally and to general principles of equity, regardless of whether such enforcement is considered in a proceeding in equity or at law.

22.10 Change in Circumstances. The Contractor shall provide prompt notice to the Village whenever any representation or warranty herein ceases to be true or correct.

23.0 VILLAGE'S REPRESENTATIONS AND WARRANTIES.

23.1 Corporate Authority. All necessary corporate, regulatory, or other similar action has been taken to authorize and empower the Village to execute, deliver and perform this Agreement.

24.0 GENERAL PROVISIONS.

24.1 No Subcontracting. Once awarded, this Agreement and the duties and obligations of the Contractor shall not be subcontracted.

24.2 Notice. All notices required pursuant to this Agreement shall be in writing and addressed to the parties at their respective addresses set forth below. All such notices shall be deemed duly given if personally delivered or if deposited in the United States mail, registered or certified, return receipt requested. Notice as provided herein does not waive service of summons or process.

To the Village:

President, Gerald C. Turry

Village of Lincolnwood
6900 Lincoln Avenue
Lincolnwood, Illinois 60712

With a required copy to:

Timothy C. Wiberg
Village Administrator
Village of Lincolnwood
6900 Lincoln Avenue
Lincolnwood, Illinois 60712

To the Contractor:

24.3 Amendments and Modifications. All amendments and modifications to this Agreement shall be in writing and shall be mutually agreed to by both parties.

24.4 Successors and Assigns. The Village and the Contractor, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this Agreement and to the members, partners, officers, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither the Village nor the Contractor shall assign, sublet or transfer any interest in this Agreement without the written consent of the other.

24.5 Inconsistency. The provisions of this Agreement will control in the event of a conflict or inconsistency among or between the provisions in the Proposal set forth in **Exhibit "B"** and this Agreement.

24.6 Governing Law and Venue. This Agreement shall be governed by and construed under the laws of the State of Illinois, excluding its conflicts of law rules. The Contractor agrees that, subject to the Village's sole and absolute election, any action or proceeding in any way, manner or respect arising out of this Agreement, or arising from any dispute or controversy arising in connection with or related to this Agreement, shall be litigated only in the courts having issued within the County of Cook, the State of Illinois.

24.7 Waiver. No term or provision of this Agreement shall be deemed waived and no breach consented to unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. The waiver of any such provision shall not be a waiver of the provision itself nor a waiver or consent to any subsequent breach.

24.8 Headings. The headings of articles and paragraphs in this Agreement are included for convenience only and shall not be considered by either party in construing the meaning of this Agreement.

24.9 Entire Agreement. It is expressly agreed by the parties that the provisions set forth in this Agreement, together with all attachments hereto, constitute the understandings and agreements between the parties. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect.

24.10 Severability. The parties agree that to the extent a court of competent jurisdiction shall determine that any part or provision of this Agreement is unenforceable as a matter of law, such part or provision of this Agreement shall be deemed severed and the remainder of this Agreement shall survive.

24.11 Survival and Construction. All the covenants, indemnifications, representations and warranties of the Contractor and Village respectively, contained in this Agreement shall survive the consummation or termination of this Agreement. The parties acknowledge and agree that it is sophisticated and knowledgeable in the subject matter of this Agreement and has negotiated and reviewed this Agreement and that the rule of construction to the effect that ambiguities in a document are resolved against the drafting party shall not be employed in the interpretation of this Agreement or any exhibits attached hereto.

24.12 Time is of the Essence. Time is of the essence with respect to all the provisions and covenants of this agreement. The Contractor agrees to perform all Services and obligations under this Agreement in a timely manner in accordance with the schedule set forth in "Exhibit E."

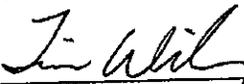
24.13 Execution in Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute and be taken as one and the same instrument.

24.14 Extension of Contract. Upon mutual agreement of both parties, this contract can be extended in one year intervals under the same prices, terms and conditions.

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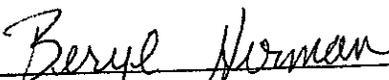
IN WITNESS, the parties hereto have caused this Agreement to be executed by the properly authorized officials as of the date and year first above written.

VILLAGE OF LINCOLNWOOD:



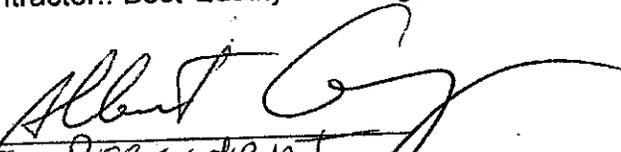
Timothy C. Wiberg
Village Administrator, Village of Lincolnwood

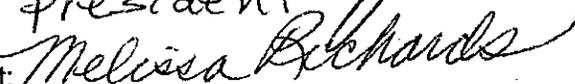
Attest:



Beryl Herman
Village Clerk, Village of Lincolnwood

Contractor.: Best Quality Cleaning, Inc.

By: 
Its President

Attest: 

Title: Vice President

Date: February 12 2007

List of Exhibits

EXHIBIT A Notice and Instructions

EXHIBIT B RFP Specification Booklet

EXHIBIT C Contract Bond

EXHIBIT D Insurance Certificates

EXHIBIT E Schedule

EXHIBIT A
Notice and Instructions

VILLAGE OF LINCOLNWOOD
REQUEST FOR PROPOSAL

PROFESSIONAL JANITORIAL SERVICES

The Village of Lincolnwood will accept Proposals for Professional Janitorial Services until 4 p.m., Wednesday, January 17, 2007. Proposals should be sealed and submitted to the attention of Manuel Castañeda, Director of Public Works, Public Works Department, Village of Lincolnwood, 7001 North Lawndale Avenue, Lincolnwood, Illinois 60712. (Envelopes are to be marked "Lincolnwood Professional Janitorial Services Proposal"). Qualified firms must submit four copies of their proposals. Faxes and/or email proposals WILL NOT BE ACCEPTED.

PRE-BID CONFERENCE

There will be an optional pre-bid conference on Tuesday, January 9, 2007 at 10:00 a.m. in the Village Hall Council Chambers. This meeting will include a tour of all facilities.

Specifications are available free of charge at the Public Works Department. Email for a copy in .pdf format.

Contact:

Mike Braiman
Public Works Department
Village of Lincolnwood
7001 North Lawndale Avenue
847-745-4859
mbraiman@lwd.org

EXHIBIT B
RFP Specification Booklet



REQUEST FOR PROPOSALS:

PROFESSIONAL JANITORIAL SERVICES

Sealed proposals to be submitted by 4:00 pm on the 17th day of January 2007, at which time they will be opened and read.

Proposals shall be submitted to the Director of Public Works.

Specifications are available free of charge at the Village Hall and the Public Works Department. Email for a copy in .pdf format or visit www.demandstar.com.

Hand Delivered
or by Mail:

Manuel Castañeda
Director of Public Works
Village of Lincolnwood
6900 North Lincoln Ave.
Lincolnwood, Illinois 60712

INFORMATION

Contact:

Michael Braiman
Management Analyst
Public Works Department
Village of Lincolnwood
847-745-4859
mbraiman@lwd.org

Village of Lincolnwood
Request for Proposals
Professional Janitorial Services

SUMMARY

The Village of Lincolnwood is seeking a company to perform high quality professional Janitorial Services for its municipal facilities beginning March 2, 2007. These facilities are: the Village Hall, Police Department, Fire Department, Community Center (all at 6900 North Lincoln Avenue), and the Public Works Facility (7001 North Lawndale Avenue). These facilities are approximately 16 years old. The nature of the service requested is ongoing high quality cleaning and maintenance of these facilities after and during normal working hours to ensure that employees may work in a healthy environment.

GENERAL OVERVIEW

The Village is a full service organization consisting of 98 full-time employees. All employees, with the exception of the Public Works Department, operate out of the Village's municipal complex, located at 6900 North Lincoln Avenue. The Public Works Department operates at 7001 North Lawndale Avenue.

Total Square Footage – Village Buildings:

Facility	Square Footage
Police Department	14,026
Village Hall	12,735
Fire Department	11,881
Community Center	5,720
Public Works Main Facility	2,500

Note:

Not all square footage of these buildings is to be maintained by the proposing company. Also, the square footage listed is an approximate square footage.

SCOPE OF WORK

All work is expected to be performed in a high quality and professional manner. Areas to be serviced include:

- Entrances
- Lobby
- Council Chambers
- General Offices
- Private Offices
- Conference Rooms
- Hallways
- Break Areas/Lunchrooms
- Detention Garage
- Stairways
- Private & Public Restrooms
- Display Cases
- Locker Rooms & Jail Cells
- Communications & Records Area

Doors with Glass Panels

All doors with glass panels are to be cleaned daily.

Dusting

Dusting of certain items is to be accomplished as specified. There are no height limitations.

Carpeted Areas in Offices

Carpeted areas in offices and hallways should be shampooed annually and/or spot cleaned at the direction of the Village.

Prisoner Lock Up Room

On a per incident basis, the Village may request the cleaning of the prisoner lock up room in the Police Department. Work will include disinfecting potential diseases and cleaning up bodily fluids.

Community Center

On evenings when there are events at the Community Center, there will be 50 gallon bags full of garbage that shall be disposed of at the Police/Fire garbage dumpsters.

TERMS AND CONDITIONS:

- A. The Village reserves the right to reject any and all proposals, and to waive minor irregularities in any proposal.
- B. The Village reserves the right to request clarification of information submitted, and to request additional information.
- C. Taxes: Federal Excise Tax does not apply to services purchased by the Village of Lincolnwood. Illinois Sales Tax does not apply to services purchased by the Village of Lincolnwood by virtue of Statute. Illinois Tax Exemption identification No. E9998-1580-05. The prices quoted herein shall agree with all Federal Laws and regulations.
- D. Compliance with Applicable Laws: Consultant agrees to comply with all applicable laws, regulations and rules promulgated by any Federal, State, County, Municipal and/or other governmental unit or regulatory body now in effect or which may be in effect during the performance of the work. Included within the scope of the laws, regulations and rules referred to in this paragraph but in no way to operate as a limitation, are all forms of traffic regulations, public utility and Interstate and Interstate Commerce Commission regulations, Workers' Compensation Laws, Prevailing Wage Laws, the Social Security Act of the Federal government and any of its titles, the Illinois Department of Human Rights, Human Rights Commission, or EEOC statutory provisions and rules and regulations.
- E. Indemnification: Consultant agrees to protect, indemnify, hold and save harmless and defend the "Municipality" against any and all claims, costs, causes, actions and expenses, including but not limited to attorney's fees incurred by reason of a lawsuit or claim for compensation arising in favor of any person, including the employees or officers or independent consultants or subconsultants of the consultant or municipality, on account of growing out of, incident to, or resulting directly or indirectly from the performance by the personal injuries, death or damages to property occurring, "Consultant or subconsultant" hereunder. Whether such loss, damage, injury or liability is contributed to by negligence of the "Municipality" or by premises themselves or any equipment thereon whether latent or patent, or from other causes whatsoever, except that the "Consultant" shall have no liability or damages or the cost incident thereto caused by the sole negligence of the "Municipality."
- F. Bond covering performance labor and materials: The Village will require that the contractor shall supply and deliver to the Director of Public Works a performance bond in the amount of 100% of the bid as sufficient surety to the Village.

PROFESSIONAL JANITORIAL SERVICES PROPOSAL

I. COST

A. Police Department, Village Hall, Building/Fire Department, Community Center, and Public Works Main Facility:

Calendar Year 2007: \$ _____ Per Month
\$ _____ Prisoner Lock Up Per Incident
\$ _____ 1 Carpet Shampooing
_____ Minimum Daily Man Hours
_____ Minimum Annual Man Hours

Calendar Year 2008: \$ _____ Per Month
\$ _____ Prisoner Lock Up Per Incident
_____ Minimum Daily Man Hours
_____ Minimum Annual Man Hours

II. COMPANY

Firm Name: _____
Contact Person: _____
Address: _____
Telephone: _____

III. AUTHORIZATION

The contractor affirms having read and completed all of the above information that it is true and correct. Further, the contractor acknowledges that they have read the foregoing and agrees to comply with the terms set forth herein. Each signatory warrants that they possess full authority to so sign.

Contractor: _____ Date: _____

Subscribed and sworn to me this _____ day of _____ 2007

Notary Public

SERVICES AND MATERIALS TO BE RENDERED

The Contractor agrees to furnish the labor, equipment, cleaning materials and supervision necessary to provide high quality janitorial services to the following municipal buildings:

Facilities
Police Department
Village Hall
Building/Fire Department
Community Center
Public Works Main Facility

Frequency of Work

Work shall be completed in the hours as shown below:

- 6:00 p.m. to 6:00 a.m. at the Building/Fire Department, and the Public Works Main Facility
- 12:00 a.m. to 6:00 a.m. at the Community Center
- 6:00 a.m. to 12:00 p.m. at the Village Hall (Vacuuming and floors mopped before 9:00 a.m.)
- 6:00 a.m. to 12:00 p.m. at the Police Department (Vacuuming and floors mopped before 9:00 a.m.)
- A supervisor shall be on site weekly between the Village's regular business hours of 9:00 a.m. and 5:00 p.m. to ensure that all facilities are properly cleaned and maintained.

Work shall be completed on the days as shown below:

- Village Hall and Public Works Department shall be maintained five (5) days per week, Monday through Friday
- Police Department and Fire Department shall be maintained six (6) days per week, Monday through Saturday except where otherwise indicated.
- Community Center shall be maintained seven (7) days a week.

The contractor is responsible for all labor, equipment, cleaning supplies, wastebasket liners, and incidental items which are necessary to clean and maintain the buildings. The Community Center will require heavy duty wastebasket liners. The Contractor is also responsible for filling and refilling all holders and dispensers in all the bathrooms. The Village, at its own expense, will provide paper towels, soap, and toilet paper.

EXTERIOR/INTERIOR – ALL BUILDINGS
Lobby & Entrances/Council Chamber/Miscellaneous Areas
(Excluding the Fire Department living quarters and hose tower)

1	Doors	Spot Wash	Daily
2	Floors (Carpeted)	Vacuum	Daily
3	Floors (Hard Surfaced – <i>Linoleum, not vinyl</i>) (Not linoleum floor)	Dust/Damp Mop Spray Buff Strip/Refinish	Daily Monthly Twice Annually
4	Furniture	Dust Tables, Desks, File Cabinets Dust Chairs Dust Lamps	Daily Monthly Monthly
5	Display Cases	Wash	Monthly
6	Windows-Inside & Out	Wash	Quarterly
7	Garage Areas	Sweep Hose Down	Weekly Monthly

GENERAL OFFICES – ALL BUILDINGS

Note: The private offices and other areas of the Village Hall, Police Department and Fire Department shall only be maintained five (5) days per week, Monday through Friday

1	Floors (Carpeted)	Vacuum Traffic Lanes	Daily
		Detail Vacuum	Weekly
2	Floors (Hard Surfaced) (Not linoleum)	Dust Mop & Spot Damp Mop	Daily
		Damp Mop & Spray Buff	Monthly
		Strip/Refinish	Twice Annually
3	Desks	Dust & Damp Wipe	Weekly
4	Chairs	Vacuum Cloth	Quarterly
		Damp Wipe Vinyl	Quarterly
5	Wastebaskets	Empty/Replace Liner	Daily
6	Telephones	Damp Wipe	Weekly
7	Filing Cabinets	Dust & Damp Wipe Top	Weekly
			Monthly
8	Wall Hangings	Dust	Monthly
9	Blinds	Dust	Quarterly
10	Bookshelves	Dust	Monthly

RESTROOMS – ALL BUILDINGS
(includes locker rooms, showers, and jail cells)

1	Floors (Carpeted)	Vacuum	Daily
2	Floors (Hard Surfaced)	Dust/Damp Mop Wash/Disinfect Scrub/Refinish	Daily Weekly Quarterly
3	Wastebaskets	Empty & Replace Liner	Daily
4	Doors & Frames	Spot Clean	Daily
5	Light Switches	Spot Clean	Daily
6	Kick Plates	Spot Clean	Daily
7	Sinks	Clean & Disinfect	Daily
8	Commodes/Urinals	Clean & Disinfect	Daily
9	Metal & Hardware	Damp Wipe/Polish	Daily
10	Mirrors	Wash	Daily
11	Dispensers	Refill	Daily
12	Sanitary Disposal	Refill	Daily
13	Public Works Locker Room	Wash Floor with Hose	Daily

HALLWAYS – ALL BUILDINGS

1	Floors (Carpeted)	Vacuum	Daily
2	Floors (Hard Surfaced) (Not linoleum)	Dust Mop & Spot Damp Mop Buff & Light Wax Dust Mop Strip/Refinish	Daily Monthly Weekly Quarterly
3	Doors & Frames	Spot Clean Touchup/oil Polish Wood	Daily Semi-Annually
4	Light Switches	Spot Clean	Daily
5	Kick Plates	Spot Clean	Daily
6	Water Fountain	Clean & Disinfect	Daily
7	Partition Glass	Spot Wash	Daily
8	Dispensers	Refill	Daily
9	Sanitary Disposal	Refill	Daily

LUNCHROOM/BREAKROOMS – ALL BUILDINGS

1	Floors (Carpeted)	Vacuum	Daily
2	Floors (Hard Surfaced)	Dust/Damp Mop Spray Buff Strip/Refinish with 2 coats of wax	Daily Monthly Quarterly
3	Chairs	Damp Wipe Seats	Daily
4	Wastebaskets	Empty/Replace Liners Wash	Daily Monthly
5	Doors & Frames	Spot Clean	Daily
6	Kick Plates	Spot Clean	Daily
7	Light Switches	Spot Clean	Daily
8	Sinks	Clean/Disinfect	Daily
9	Tables	Wash Tops	Daily
10	Appliances (Refrigerator and microwave)	Damp Wipe Fronts	Daily

KITCHEN – COMMUNITY CENTER

1	Counter Tops	Damp Wipe	Daily
2	Floors (Hard Surfaced)	Dust/Damp Mop Wet Mop* Spray Buff Strip/Refinish with 2 coats of wax	Daily Weekly Monthly Quarterly
3	Chairs	Damp Wipe Seats	Daily
4	Wastebaskets	Empty/Replace Liners ** Wash	Daily Monthly
5	Doors & Frames	Spot Clean	Daily
6	Kick Plates	Spot Clean	Daily
7	Light Switches	Spot Clean	Daily
8	Sinks	Clean/Disinfect	Daily
9	Tables	Wash Tops	Daily
10	Refrigerator, Warming Oven, Microwave	Damp Wipe Fronts Wash Inside	Daily Daily
11	Window Ledges	Dust/Damp Wipe	Monthly
12	Table Tops in Large Room	Damp Wipe	Weekly

*Murphy's Soap Oil or Mr. Floor cleaner are the only required cleaning products for the wet mop. Other products must be approved by the Village.

**Wastebasket liners must be heavy duty.

PRE-BID CONFERENCE

There will be an optional pre-bid conference on Tuesday, January 9, 2007 at 10:00 a.m. in the Village Hall Council Chambers. This meeting will include a tour of all facilities.

SUBMITTAL DEADLINE

The Village of Lincolnwood will accept Proposals for Professional Janitorial Services until 4 p.m., Wednesday, January 17, 2007. Four (4) copies of the proposal must be sealed and placed in an envelope and are to be marked "**Lincolnwood Professional Janitorial Services Proposal.**"

Proposals must be submitted to:

Manuel Castañeda
Public Works Department
Village of Lincolnwood
7001 North Lawndale Avenue
Lincolnwood, IL 60712

Faxed and/or email proposals will **not** be accepted.

SUBMITTAL REQUIREMENTS

Proposals shall contain the following information:

1. **Profile** – A profile of the company, including a description of business history and clients.
2. **Project Staffing** – Identification of the qualifications and experience of key staff who will be directly involved in this project.
3. **Fees** – Provide monthly cost for work. Include on completed proposal form, "**Page 5**" of this document.
4. **Man Hours** – Provide minimum daily and annual man hours for which work will be provided. Include on completed proposal form, "**Page 5**" of this document.
5. **References** – Provide the names, company, and contact information of at least five client organizations where similar work has been provided as contained in this RFP.

COMPLIANCE WITH GENERAL TERMS & CONDITIONS

As a point of information, the successful contractor will be required to meet the following conditions for a contract award: EEOC statement, Certificate of Insurance for Liability and Workman's Compensation Insurance, and a Sexual Harassment Policy.

REVIEW OF PROPOSALS

The Village Public Works Department will review the proposals received and recommend the most qualified candidate to the Village Board for approval. It is the intent of the Village to have a vendor chosen and in place by February 1, 2007. The Village does not guarantee meeting this deadline.

The Village of Lincolnwood reserves the right to reject any and all proposals; waive formalities, technical requirements and/or deficiencies and irregularities; or solicit new proposals, if such actions are deemed reasonable and in the best interest of the Village of Lincolnwood.

CONTACT INFORMATION

Questions concerning this RFP document may be directed to:

Mike Braiman
Public Works Department
Village of Lincolnwood
7001 North Lawndale Avenue
Lincolnwood, Illinois 60712
847-745-4859
mbraiman@lwd.org

PROFESSIONAL JANITORIAL SERVICES PROPOSAL

I. COST

A. Police Department, Village Hall, Building/Fire Department, Community Center, and Public Works Main Facility:

Calendar Year 2007: \$ 5455.00 Per Month *See following page*
 \$ 75.00 Prisoner Lock Up Per Incident
 \$ no charge Carpet Shampooing
 14 Minimum Daily Man Hours
 4300 Minimum Annual Man Hours

Calendar Year 2008: \$ 5455.00 Per Month *See following page*
 \$ 75.00 Prisoner Lock Up Per Incident
 14 Minimum Daily Man Hours
 4300 Minimum Annual Man Hours

II. COMPANY

Firm Name: Best Quality Cleaning, Inc.
Contact Person: Melissa Richards
Address: 10015 Pacific Ave, Franklin Park, IL 60131
Telephone: 847-233-0202

III. AUTHORIZATION

The contractor affirms having read and completed all of the above information that it is true and correct. Further, the contractor acknowledges that they have read the foregoing and agrees to comply with the terms set forth herein. Each signatory warrants that they possess full authority to so sign.

Contractor: *Melissa Richards* Date: 01/11/07
Subscribed and sworn to me this 11th day of January 2007

Marcia Peterson
Notary Public



BQC, Inc.



10015 Pacific Ave., Franklin Park, IL 60131
Phone: (847) 233-0202 * Fax: (847) 233-0505 * E-Mail: bqc@sbcglobal.net

Village of Lincolnwood

January 23, 2007

Regarding: 2007 Lincolnwood Janitorial RFP Quotes

Mike,
As discussed earlier today.

Existing RFP

\$49,500.00 (annual) for 14 man hours

\$45,000.00 (annual) for 12 man hours

For night cleaning of all buildings according to the village's specifications - \$42,000.00
(annual) for 12 man hours.

Thank You,
Melissa Richards
Vice President

Best Quality Cleaning, Inc.

BQC

10015 W. Pacific Avenue, Franklin Park, IL 60131
Phone: (847) 233-0202 * Fax: (847) 233-0505 * E-Mail: bqc@sbcglobal.net

References For
Village of Lincolnwood

City of Elmhurst

209 N. York
Elmhurst, IL 60126
Ray Dlouhy
630-530-3034

Village of Arlington Heights

33 S. Arlington Heights Road
Arlington Heights, IL 60005
Rob Balfor
847-368-5860

Village of Hillside

425 Hillside Avenue VH and PD
Hillside, IL 60162
Russ Wajda
708-449-6450

Village of Lincolnshire

1 Olde Half Day Road
Lincolnshire, IL 60069
Randy Wiest
847-883-8600

Village of Mundelein

440 E. Hawley Street
Mundelein, IL 60060
Michael Flynn
847-949-3200

EXHIBIT C
Performance Bond

EXHIBIT D
Insurance Certificates

ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID CC
BEST-C5

DATE (MM/DD/YYYY)
03/13/06

PRODUCER
R-H INSURANCE GROUP
P.O. BOX 370
ZURICH IL 60047
Phone: 847-438-6400 Fax: 847-438-1128

INSURED
BEST QUALITY CLEANING, INC.
10015 PACIFIC AVE
FRANKLIN PARK IL 60131

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: WEST BEND MUTUAL	
INSURER B: Western Surety Company	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY	BDD0254726	03/13/06	03/13/07	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5,000
	PER PROJECT				PERSONAL & ADV INJURY \$ 1,000,000
	AGGREGATE				GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				
A	AUTOMOBILE LIABILITY	BDD0254726	03/13/06	03/13/07	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> HIRED AUTOS	BDD0254726	03/13/06	03/13/07	
A	<input checked="" type="checkbox"/> NON-OWNED AUTOS	BDD0254726	03/13/06	03/13/07	
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
	<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC \$
					AUTO ONLY: AGG \$
A	EXCESS/UMBRELLA LIABILITY	CPD0290544	03/13/06	03/13/07	EACH OCCURRENCE \$ 3,000,000.
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$ 3,000,000.
	<input type="checkbox"/> DEDUCTIBLE				\$
	<input type="checkbox"/> RETENTION \$				\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	WCD0273061	03/13/06	03/13/07	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
	OTHER				E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	JANITORIAL BOND	68582596	02/25/06	02/25/07	BLANKET \$10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
JANITORIAL SERVICE ***SAMPLE CERTIFICATE*****

CERTIFICATE HOLDER

CANCELLATION

BEST007

BEST QUALITY CLEANING INC.
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX IL XXXXXXXX

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL ~~XXX~~ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

KENNETH C. MATEJA

Kenneth C. Mateja

**EXHIBIT E
Schedule**

The services described below shall be completed on or before the specified date. All other services as described in the RFP are to be completed, daily, weekly, bi-weekly, or monthly.

Contract Begins	March 1, 2007
Wash Windows (Inside & Out)	May 31, 2007, August 31, 2007, November 30, 2007, February 1, 2008
Strip and Wax Hard Floors	May 31, 2007, August 31, 2007, November 30, 2007, February 1, 2008
Scrub and Refinish Hard Floors	May 31, 2007, August 31, 2007, November 30, 2007, February 1, 2008
Dust Blinds	May 31, 2007, August 31, 2007, November 30, 2007, February 1, 2008
Chairs- Vacuum Cloth and Damp Wipe Vinyl	May 31, 2007, August 31, 2007, November 30, 2007, February 1, 2008
Touchup/Oil Polish Wood Doors and Frames	August 31, 2007, February 1, 2008
Strip and Refinish Hard Floors	August 31, 2007, February 1, 2008
Contract Terminates	February 29, 2008

Letter of Understanding

BETWEEN THE VILLAGE OF LINCOLNWOOD AND BEST QUALITY
CLEANING, INC.
MARCH 1, 2007 – FEBRUARY 28, 2008

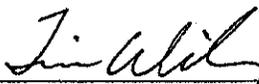
During the 2007 negotiations for the professional janitorial contract between the Village of Lincolnwood and Best Quality Cleaning, Best Quality Cleaning proposed night cleaning of all buildings according to the Village's specifications for \$42,000.00 (annual) for 12 man hours. Should the Village and Best Quality Cleaning agree to implement night services at any time during the term of this contract, section 11.1 point of the contract shall be revised as follows:

11.1 Services. The Village shall compensate the Contractor for the Services as specified in the quoted amounts in the RFP Documents, specifically:

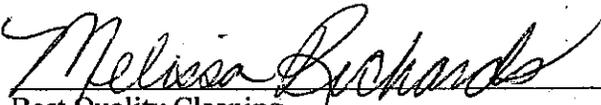
1. A monthly rate of ~~\$3,750~~ \$3,500
2. One (1) carpet shampooing of all carpeted areas at times in the year designated by the Village at no additional charge.
3. A cost per incident of cleaning the Police Department Prisoner lock-up room at a rate of \$75 per incident. This rate will be charged on an as needed basis.

This stated compensation is the exclusive compensation for the Services hereunder.

Agreed to this 13 day of February, 2007



Village of Lincolnwood
Tim Wiberg, Village Administrator



Best Quality Cleaning
Melissa Richards, Vice President

Enclosure: Best Quality Cleaning Proposal Dated January 23, 2007

BQC, Inc.



10015 Pacific Ave., Franklin Park, IL 60131
Phone: (847) 233-0202 * Fax: (847) 233-0505 * E-Mail: bqc@sbcglobal.net

Village of Lincolnwood

January 23, 2007

Regarding: 2007 Lincolnwood Janitorial RFP Quotes

Mike,
As discussed earlier today.

Existing RFP
\$49,500.00 (annual) for 14 man hours

\$45,000.00 (annual) for 12 man hours

For night cleaning of all buildings according to the village's specifications - \$42,000.00
(annual) for 12 man hours.

Thank You,
Melissa Richards
Vice President

December 11, 2017

Mr. Andrew Letson
Village of Lincolnwood
Fax: 847-675-4432

Dear Mr. Letson:

Best Quality Cleaning, Inc. would like to extend our contract starting March 1, 2018 through February 28, 2019 . Our current price of \$3230.00 per month will remain the same for next year.

Sincerely,

A handwritten signature in cursive script that reads "Melissa Richards".

Melissa Richards
Vice President

Request For Board Action

REFERRED TO BOARD: December 19, 2017

AGENDA ITEM NO: 3

ORIGINATING DEPARTMENT: Public Works

SUBJECT: Approval of a Resolution Authorizing a Contract Renewal with KGI Landscaping Company of Skokie, Illinois for Landscaping Maintenance Services within the Village in the Amount of \$39,861.74

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Public Works Department is responsible for landscape maintenance of numerous public areas within the Village. Beginning in 2016, the Village engaged with KGI Landscaping to perform landscape maintenance for certain public areas previously maintained by staff. Contractual assistance was engaged for maintenance of medians on Crawford, Touhy, and Lincoln Avenues, as well as planting beds around the Municipal Campus, Proesel Park, and the Aquatic Center. Maintenance includes spring and fall clean-up, weekly weeding, trimming, and edging. All work is overseen by a certified horticulturist. Work is to be completed from spring through fall of each year.

On April 19, 2016, the Village Board adopted Resolution R2016-1905 awarding a contract to KGI Landscaping Company of Skokie, Illinois ("KGI Landscaping"). The contract allow for up to four (4) annual renewals upon mutual agreement between the Village and the Contractor. Cost increases must not exceed the Chicago consumer price index (CPI) for the most recent 12 month period. According to the Bureau of Labor Statistics, the CPI has increased by 1.6% during the most recent 12 month period. On December 6, 2016, the Village Board adopted Resolution R2016-1954 awarding the first contract renewal with KGI Landscaping.

KGI Landscaping has indicated an interest in renewing the contract for an additional year with a total cost increase of 1.6%. The table on the next page illustrates the proposed 2018 rates compared to those from 2017. When the project was bid in 2016, pricing was provided for pre-construction and post-construction of the Lincoln Avenue medians. Since six of the 15 landscaped medians did not have any landscaping prior to the project, the contract for the Lincoln Avenue medians is approximately \$3,000 higher post construction. Watering is priced on a per occurrence basis and is not figured into the total annual cost (watering services were not used in 2017).

Landscape Maintenance Services - KGI Pricing		
Line Item	2017 Cost	Proposed 2018 Cost
Lincoln Ave (post-construction)	\$9,054.00	\$9,198.86
Crawford Ave	\$7,042.00	\$7,154.67
Touhy Ave	\$4,024.00	\$4,088.38
Village Hall Campus	\$10,060.00	\$10,220.96
Aquatic Center	\$9,054.00	\$9,198.86
Total Annual Cost	\$39,234.00	\$39,861.74
Watering (per occurrence)	\$261.56	\$265.74

KGI Landscaping performed all work in a professional manner and staff recommends approval of a one year renewal to the contract.

FINANCIAL IMPACT:

Funds will be budgeted accordingly in the amount of the contract for FY 2018/2019. Funds for the maintenance contract will be divided among the Parks Maintenance, Aquatic Center, and Streets Maintenance budgets.

DOCUMENTS ATTACHED:

1. Proposed Resolution
2. Contract Extension with Initial Contract
3. KGI Landscaping's Letter of Intent to Renew

RECOMMENDED MOTION:

Move to approve a Resolution approving a one-year extension of a contract with KGI Landscaping Company of Skokie, Illinois for landscaping maintenance services.

VILLAGE OF LINCOLNWOOD

RESOLUTION NO. R2017-_____

**A RESOLUTION APPROVING A ONE-YEAR EXTENSION OF A
CONTRACT WITH KGI LANDSCAPING CO., OF SKOKIE, ILLINOIS,
FOR LANDSCAPING MAINTENANCE SERVICES**

WHEREAS, the Village sought bids for the award of a contract for the provision of landscaping maintenance services for various Village-owned properties during Fiscal Year 2016/2017 ("**Contract**"); and

WHEREAS, on April 19, 2016, the Village Board of Trustees adopted Resolution R2016-1905, awarding the Contract to KGI Landscaping Co., of Skokie, Illinois ("**KGI**"); and

WHEREAS, pursuant to Section 3 of the Contract, the Village and KGI may mutually extend the Contract for up to four additional one-year terms; and

WHEREAS, on December 6, 2016, the Village Board of Trustees adopted Resolution R2016-1954, authorizing a renewal of the contract for the first additional one-year term; and

WHEREAS, the Village and KGI now desire to extend the Contract for an additional one-year term, beginning on January 1, 2018 ("**2018 Contract Extension**"); and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to enter into the 2018 Contract Extension with KGI;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNWOOD, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF 2018 CONTRACT EXTENSION. The 2018 Contract Extension by and between the Village and KGI is hereby approved in substantially the form attached to this Resolution as **Exhibit A**.

SECTION 3. EXECUTION OF 2018 CONTRACT EXTENSION. The Village Manager and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the 2018 Contract Extension upon receipt by the Village Clerk at least one original copy of the 2018 Contract Extension executed by KGI; provided, however, that if the executed copy of the 2018 Contract Extension is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

PASSED this ___ day of _____, 2017.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this _____ day of _____, 2017.

Barry I. Bass, President
Village of Lincolnwood, Cook County, Illinois

ATTESTED and FILED in my office this
_____ day of _____, 2017

Beryl Herman, Village Clerk
Village of Lincolnwood, Cook County, Illinois

EXHIBIT A

2018 CONTRACT EXTENSION



2018 CONTRACT EXTENSION

FOR AND IN CONSIDERATION of their mutual promises, the Village of Lincolnwood (hereinafter "VILLAGE") and KGI Landscape Co. (hereinafter "CONTRACTOR") hereby agree to adopt and continue each and every one of the conditions contained in the Agreement dated May 2, 2016 a copy of which is attached hereto. The undersigned agree that the pricing included in the service agreement dated May 2, 2016, is further modified as follows:

1. The Contractor shall provide weekly general landscape maintenance consistent to the contract of the areas and price table below:

Landscape Maintenance Services	
Line Item	2018 Costs
Lincoln Ave. Medians (Post Construction)	\$9,198.86
Crawford Ave. Medians	\$7,154.67
Touhy Ave. Medians	\$4,088.38
Village Hall Campus	\$10,220.96
Aquatic Center	\$9,198.86
Watering (per occurrence)	\$265.74

This extension shall constitute the second of four allowable extensions as outlined in the Agreement.

IN WITNESS WHEREOF, THE PARTIES have executed this agreement this day _____ of _____, 2017.

KGI LANDSCAPING CO.

VILLAGE OF LINCOLNWOOD

Authorized Representative (Sign)

Timothy C. Wiberg
Village Manager

Title of Authorized Representative

ATTEST:

Beryl Herman
Village Clerk

VILLAGE OF LINCOLNWOOD

CONTRACT/PROPOSAL FOR THE
MAINTENANCE OF LANDSCAPING

Full Name of Bidder KGI Landscaping Co. ("Bidder")
Principal Office Address P.O. Box 265 Skokie, IL 60076
Local Office Address _____
Contact Person Gabriel Hostalet Telephone Number 847-675-4221

TO: Village of Lincolnwood ("Village")
6900 N. Lincoln Avenue
Lincolnwood, Illinois 60712
Attention: Andrew Letson
Assistant to the Public Works Director

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. 1 [if none, write "NONE"], which are securely stapled to the end of this Contract/Proposal.

1. **Work Proposal**

A. **Contract and Work.** If this Contract/Proposal 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/Proposal and the Village'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/Proposal, all necessary work, labor, services, transportation, equipment, materials, supplies, information, data, and other means and items necessary for the maintenance of landscaping as described in Attachment A (Specifications) at the locations described in Attachment B (Work Sites) ("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 and policies of insurance specified in this Contract/Proposal;
4. **Taxes.** Pay all applicable federal, state, and local taxes;
5. **Miscellaneous.** Do all other things required of Bidder by this Contract/Proposal; and
6. **Quality.** Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with the standards of recognized professional firms in performing Work of a similar nature, in full compliance with, and as required by or pursuant, to this Contract/Proposal, 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/Proposal 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/Proposal.

C. **Responsibility for Damage or Loss.** Bidder proposes, and agrees, that Bidder shall be responsible and liable for, and shall promptly and without charge to Village repair or replace, any damage done to, and any loss or injury suffered by, the Village, the Work, the Work Site, or other property or persons as a result of the Work.

D. Inspection/Testing/Rejection. Village shall have the right to inspect all or any part of the Work and to reject all or any part of the Work that is, in Village's judgment, defective or damaged or that in any way fails to conform strictly to the requirements of this Contract/Proposal and the Village, without limiting its other rights or remedies, may require correction or replacement at Bidder's cost, perform or have performed all Work necessary to complete or correct all or any part of the Work that is defective, damaged, or nonconforming and charge Bidder with any excess cost incurred thereby, or cancel all or any part of any order or this Contract/Proposal. Work so rejected may be returned or held at Bidder's expense and risk.

2. Contract Price Proposal

If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall take in full payment for all Work and other matters set forth under Section 1 above, including overhead and profit; taxes, contributions, and premiums; and compensation to all subcontractors and suppliers, the compensation set forth below.

A. SCHEDULE OF PRICES

For providing, performing, and completing all Work, the total Contract Price as determined by combining the figures outlined in the table below.

Location	Annual Cost
Medians	
Lincoln Ave (pre-reconstruction)	\$ 6,000
Lincoln Ave (post-reconstruction)	\$ 9,000
Crawford Ave	\$ 7,000
Touhy Ave	\$ 4,000
Village Hall Campus	\$ 10,000
Aquatic Center	\$ 9,000

Item	Estimate Quantity	Price Per Occurrence	Total
Watering	78	\$ 260	\$ 20,280

TOTAL CONTRACT PRICE (in writing):

Sixty five thousand two hundred eighty Dollars and zero Cents

TOTAL CONTRACT PRICE (in figures):

\$65,280 Dollars and 0 Cents

B. BASIS FOR DETERMINING PRICES

It is expressly understood and agreed that:

1. All prices stated in the Schedule of Prices are firm and shall not be subject to escalation or change;
2. The Village is not subject to state or local sales, use, and excise taxes, that no such taxes are included in the Schedule of Prices, and that all claim or right to claim any additional compensation by reason of the payment of any such tax is hereby waived and released; and
3. All other applicable federal, state, and local taxes of every kind and nature applicable to the Work are included in the Schedule of Prices.

C. TIME OF PAYMENT

It is expressly understood and agreed that all payments shall be made within 30 days of receipt and approval of an invoice. Invoices shall be provided on a monthly basis between April 1 and November 30 of each year. Payments shall be determined by equally dividing the annual cost of the contract by eight.

All payments may be subject to deduction or setoff by reason of any failure of Bidder to perform under this Contract/Proposal. Each payment shall include Bidder's certification of the value of, and partial or final waivers of lien covering, all Work for which payment is then requested and Bidder's certification that all prior payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid.

3. Contract Time Proposal

If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall commence the Work on May 1, 2016 provided Bidder shall have furnished to the Village all insurance certificates specified in this Contract/Proposal ("Commencement Date"). If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall perform the Work diligently and continuously and shall complete the Work in the schedule outlined in Attachment A (Specification) ("Time of Performance"). The Village may modify the Time of Performance at any time upon 15 days prior written notice to the Bidder. Delays caused by the Village shall extend the Time of Performance.

This contract shall expire on December 31, 2016. The Village and the Bidder may, by mutual written consent provided no later than 30 days before the expiration of this Contract or a subsequent extension, renew the Contract for up to four (4) additional one year terms. In the event this Contract is extended, the Bidder may increase the prices for services performed under the

extended Contract by giving written notice to the Village. The increase shall not exceed the annual average increase in the Chicago Consumer Price Index for all urban consumers, as determined by the U.S. Bureau of Labor Statistics, for the previous 12 month period. Only one increase shall be allowed during any extension period.

4. **Financial Assurance**

A. **Insurance.** If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall provide certificates of insurance evidencing the minimum insurance coverages and limits set forth below within 10 days following the Village's acceptance of this Contract/Proposal. Such policies shall be in form, and from companies, acceptable to the Village. The insurance coverages and limits set forth below shall be deemed to be minimum coverages and limits and shall not be construed in any way as a limitation on Bidder's duty to carry adequate insurance or on Bidder's liability for losses or damages under this Contract/Proposal. The minimum insurance coverages and limits that shall be maintained at all times while providing, performing, or completing the Work are as follows:

1. **Workers' Compensation and Employer's Liability**

Limits shall not be less than:

Worker's Compensation: Statutory

Employer's Liability: \$500,000 ea. accident-injury
\$500,000 ea. employee-disease
\$500,000 disease-policy

Such insurance shall evidence that coverage applies to the State of Illinois.

2. **Comprehensive Motor Vehicle Liability**

Limits for vehicles owned, non-owned or rented shall not be less than:

\$1,000,000 Bodily Injury and Property Damage Combined Single Limit

3. **Comprehensive General Liability**

Limits shall not be less than:

\$1,000,000 Bodily Injury and Property Damage Combined Single Limit.

Coverage is to be written on an "occurrence" basis.

Coverage to include:

- Premises Operations
- Products/Completed Operations
- Independent Contractors
- Personal Injury (with Employment Exclusion deleted)
- Broad Form Property Damage Endorsement
- "X," "C," and "U"
- Contractual Liability

Contractual Liability coverage shall specifically include the indemnification set forth below.

4. **Umbrella Liability**

Limits shall not be less than:

\$2,000,000 Bodily Injury and Property Damage Combined Single Limit.

This Policy shall apply in excess of the limits stated in 1, 2, and 3 above.

B. **Indemnification.** If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall indemnify, save harmless, and defend the Village against all damages, liability, claims, losses, and expenses (including attorneys' fee) that may arise, or be alleged to have arisen, out of or in connection with Bidder's performance of, or failure to perform, the Work or any part thereof, or any failure to meet the representations and warranties set forth in Section 6 of this Contract/Proposal.

C. **Penalties.** If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Bidder's performance of, or failure to perform, the Work or any part thereof.

5. **Firm Proposal**

All prices and other terms stated in this Contract/Proposal are firm and shall not be subject to withdrawal, escalation, or change provided the Village accepts this Contract/Proposal within 45 days after the date this sealed Agreement is opened.

6. **Bidder's Representations and Warranties**

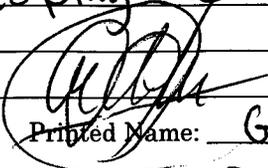
In order to induce the Village to accept this Contract/Proposal, Bidder hereby represents and warrants as follows:

A. **The Work.** The Work, and all of its components, shall strictly conform to the requirements of this

Bidder's Status: Illinois Corporation Partnership Individual Proprietor
(State) (State)

Bidder's Name: KGI Landscaping Co

Doing Business As (if different): _____

Signature of Bidder or Authorized Agent: 

(corporate seal)
(if corporation)

Printed Name: Gabriel Hostalet

Title/Position: President

Bidder's Business Address: P.O. Box 265 Skokie, IL 60076

Bidder's Business Telephone: 847-675-4221 Facsimile: 847-679-4221

If a Corporation or Partnership, list all Officers or Partners:

NAME	TITLE	ADDRESS
Gabrie Hostalet	President	8864 E. Prairie Rd Skokie, IL 60076
Gabriel Hostalet	Vice President	8864 E. Prairie Rd Skokie, IL 60076
Gabriel Hostalet	Secretary	8864 E. Prairie Rd Skokie, IL 60076

ACCEPTANCE

The Contract/Proposal attached hereto and by this reference incorporated herein and made a part hereof is hereby accepted by the order of the Village of Lincolnwood ("**Village**") this 2nd day of May, 2016.

This Acceptance, together with the Contract/Proposal attached hereto, constitutes the entire and only agreement between the parties relating to the accomplishment of the Work and the compensation therefor and supersedes and merges any other prior or contemporaneous discussions, agreements, or understandings, whether written or oral, and shall prevail over any contradictory or inconsistent terms or conditions contained in any purchase order, acceptance, acknowledgement, invoice, or other standard form used by the parties in the performance of the Contract/Proposal. Any such contradictory or inconsistent terms or conditions shall be deemed objected to by the Village without further notice of objection and shall be of no effect nor in any circumstances binding upon the Village unless accepted by the Village in a written document plainly labeled "Amendment to Agreement." Acceptance or rejection by the Village of any such contradictory or inconsistent terms or conditions shall not constitute acceptance of any other contradictory or inconsistent terms or conditions.

VILLAGE OF LINCOLNWOOD

By: 

Timothy C. Wiberg
Village Manager

Village Hall Campus*

Spring Cleanup (Completed by May 15)

1. Remove refuse, leaves, and branches from all landscape areas
2. Cut grasses and any perennials that require pruning
3. Edge bed lines for soft clean curves
4. Line trim around beds to maintain clean bed lines
5. Fertilize annual and perennial beds to promote growth
6. Till 1-2 inches of soil in annual planting beds
7. Rake existing mulch to create a fresher look. Evaluate beds to determine if more mulch is needed (additional mulch requires approval of the Public Works Director or representative).

Summer Maintenance (May 15 – November 15)

1. Weed control all beds by hand (chemical weed killers may not be used)
2. Pick up all refuse, branches, and twigs on site
3. Blow all paved surfaces to maintain a safe a clean surrounding
4. Fertilize evergreens and perennials in Mid-May to stimulate growth
5. Trim evergreen shrubs in July to maintain an aesthetically pleasing shape
6. Trim deciduous shrubs in June, July, and August to maintain an aesthetically pleasing shape
7. Water Community Center, Village Hall, Police/Fire Station, Madeleine's Garden, Morse/Kostner, Lincoln Avenue Sign, and Northeast Corner of Proesel Park beds, depending on need. To be paid on a per occurrence basis. It is anticipated that the plantings will require watering an average of three (3) times per week.

Fall Cleanup (Completed by November 30)

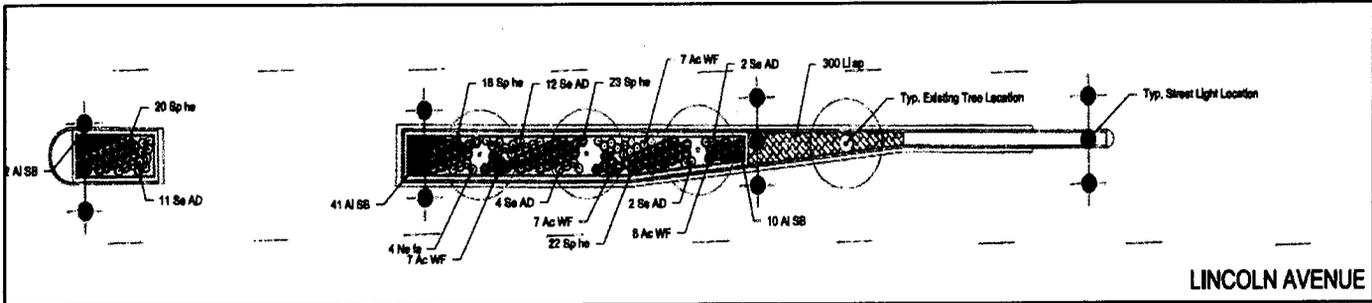
1. Clean up leaves in beds and on hard surfaces
2. Pick up branches and cut dead wood in shrubs
3. Cut perennials and remove annuals
4. Blow all hard surfaces clean
5. Fertilize annual and perennial beds to promote growth

*See Attachment B for locations

Lincoln Avenue

The Village anticipates reconstructing the Lincoln Avenue medians in fall 2016. This work will replace the existing landscaping and include new landscaping in each of the islands on Lincoln Avenue where it does not currently exist. The new landscape islands will no longer include turf grass. Below are renderings demonstrating how the new landscaped medians are intended to appear. The new medians will require the same work as described on the previous page, with the exception of mowing turf grass.

Bidders are directed to provide proposals for both the pre-reconstruction and post-reconstruction annual cost of the work required on the Lincoln Avenue medians.



**ATTACHMENT B
(WORK SITES)**



Reference	Village Hall Campus/Aquatic Center - Locations
A	Village Hall, Police/Fire Station, Community Center, Promenade
B	Madeleine's Garden
C	Morse/Kostner Planting Bed
D	Aquatic Center
E	Lincoln Avenue Sign
F	Northeast Corner of Proesel Park

Medians

Lincoln Avenue (Devon Avenue to Jarvis Avenue) – 20 medians, 8 with a combination of turf and perennial plantings

Crawford Avenue (Devon Avenue to Jarvis Avenue) – 12 medians, 11 with turf

Touhy Avenue (Cicero Avenue to McCormick Boulevard) – 6 medians, 3 with perennial plantings, no turf

KGI LANDSCAPING

PO BOX 265
Skokie, IL 60076
847-675-4221
Fax: 847-679-4221
kgilandscaping@gmail.com
kgilandscaping.com

References

Village of Skokie
Liz Zimmerman, City Forester
847-933-8427
Elizabeth.Zimmerman@skokie.org

Evanston/Skokie School District 65
Don Stevenson, Director of Buildings & Grounds
847-859-8072
Stevensond@district65.net

Village of Wilmette
Marc Koelper, Streets Assistant Supervisor
847-853-7584
koelperm@wilmette.com

Chicago Transit Authority
Lenny Romano, General Manager/ Facility Improvements and Compliance
773-722-4871
LRomano@transitchicago.com

Village of Oakbrook
Lee Hammer, Street Maintenance Supervisor
630-368-5278
lhammer@oak-brook.org



33

ADDENDUM #1

^{\$}
THIS DOCUMENT MUST BE ATTACHED TO YOUR BID

Issued March 31, 2016

**INVITATION FOR BIDS FOR
LANDSCAPE MAINTENANCE SERVICES**

^{\$}

3
10
9

1. *Question:* What is the total square footage of the medians?

Answer: Please see table below. Please note that the total square footage amounts are only estimates based on the Village's GIS data.

Table 1. Square Footage of Medians	
Route	Estimated Square Footage
Lincoln Avenue	
Combination Landscape and Turf	15,575
Hardscape Only	35,725
Crawford Avenue	
Turf Only	34,750
Hardscape Only	1,150
Touhy Avenue	
Landscaped	4,150
Hardscape Only	4,600

2. *Question:* When can landscape work be performed at the pool?

Answer: During days that the pool is open the Vendor must perform all work prior to the pool opening to the general public at 10:00 a.m. Work may begin at 7:00 a.m.

3. *Question:* Is the length of service the same at the pool as at the Village Hall campus even though it opens late and closes early?

Answer: Spring Cleanup needs to be completed by May 15; Summer Maintenance runs from May 15-August 31; Fall Cleanup should take place at the same time as the other fall cleanups.

4. *Question:* Please provide a list of the plants to be included in the reconstructed Lincoln Avenue medians.

Answer: Please see below for a list of the proposed plants. This list is subject to changed based on conditions such as availability and need as determined by the designing engineer.

- Allium 'Summer Beauty'
- Autumn Delight Sedum
- Sporobolus heteropelis 'Tara'
- Gaillardia x grandiflora 'Kobold'
- Achillea 'Walther Funcke'
- Dianthus gratianopolitanus 'Firewitch'
- Nepeta x faassenii
- Liriope spicata

ATTACHMENT C
SCHEDULE OF SUPPLEMENTAL TERMS
MAINTENANCE OF LANDSCAPING CONTRACT

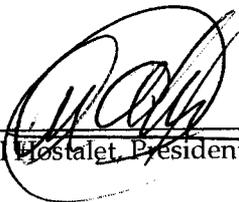
Safety Equipment

Bidder shall provide all necessary safety equipment to ensure that Bidder's employees are meeting all standards set forth by the Occupational Safety and Health Administration. Bidder shall promptly correct any safety violations.

Vendor Identification

Bidder shall be responsible to clearly identify its vehicles and employees with information indicating that they are owned or employed by the Vendor. This information should be visible to the public.

Bidder agrees to incorporate the supplemental terms outlined above as part of the Contract/Proposal that was submitted on April 6, 2016.



Gabriel Wostalet, President

4/13/16

Date

December 12, 2017

Dear Mr. Letson:

KGI would like to extend our Landscaping contract with the Village of Lincolnwood for the 2018 year. Should you have any questions please do not hesitate and give me a call back.

Thanks



Gabriel Hostalet

Request For Board Action

REFERRED TO BOARD: December 19, 2017

AGENDA ITEM NO: 4

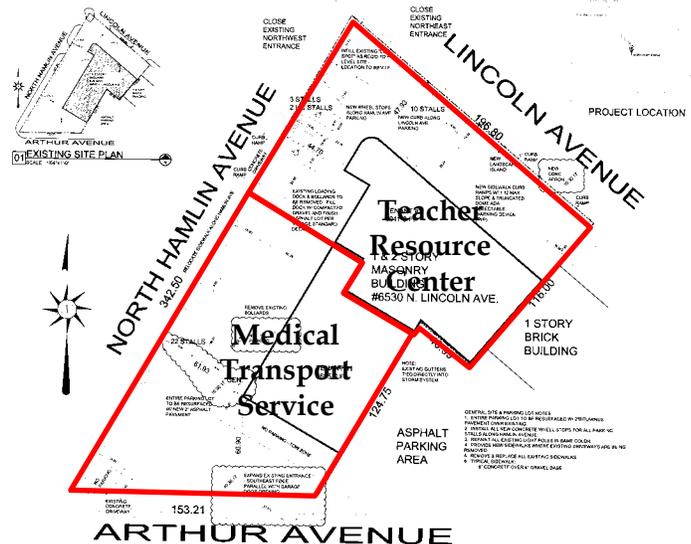
ORIGINATING DEPARTMENT: Community Development

SUBJECT: Approval of a Recommendation by the Plan Commission to Adopt a Resolution Regarding Case #PC-08-17 Approving a Preliminary Plat of Subdivision for the Property at 6530 North Lincoln Avenue

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

Bais Medrash Binyan Olam (BMBO), Property Owner of 6530 North Lincoln Avenue, seeks approval to adapt the existing structure on the property for two distinct uses. The northern portion of the building (fronting on Lincoln Avenue) would house an education resource center for teachers to receive training and curriculum support, which is a permitted use in the B-1 Zoning District. The southern portion of the building (fronting on Arthur Avenue) would house a medical transport service with ambulance bays and storage that would be maintained and operated by a not-for-profit, volunteer entity. This is not a permitted use in the B-1 Zoning District and would require subdivision of the existing lot and rezoning of the resulting southern parcel.

Historically, the building has housed a variety of different businesses, but has been vacant for several years. Approximately three years ago, the property owner at the time sought zoning relief to permit a new bank structure. As part of that approval, the property was rezoned so that the then split-zoned property, with B-1 Zoning on the front half of the property and M-B Zoning on the back half, was united under one B-1 Zoning District. However, the bank invested in a different property for their new facility, and, as a result, this property was sold to the current owner.



Proposed Subdivision of Existing Lot and Building

REQUESTED APPROVAL:

The existing 1.03-acre zoning lot is made up of three parcels. In order to permit the medical transport service in the southern portion of the building, the property must be subdivided. The new parcel line would bisect the existing building, resulting in portions of the building on each new parcel. For the purposes of this report, "Lot A" would front on Lincoln Avenue and Hamlin Avenue, and "Lot B" would front on Arthur Avenue and Hamlin Avenue.

As per Section 16-4-4(E) of the Village Subdivision Ordinance, the Village Board is required to approve a Preliminary Plat of Subdivision prior to the Plan Commission approving the Final Plat of Subdivision. Should each of these actions take place, the case would come back to the Village Board for approval of the Final Plat of Subdivision, the rezoning of "Lot B" to permit the proposed medical transport service use, and other necessary zoning relief to allow the re-use of the property under its current configuration. It should be noted that, according to the development proposed by the Petitioner, subdivision of the property and subsequent zoning approvals would not result in substantial changes to the configuration of the existing building footprint or site.

Section 16-5-2 of the Village Code states that "no consolidation of more than two lots shall be permitted unless a Variation is granted pursuant to Article 9 of this Chapter 16." Should this request proceed to the next stage, formal action from the Village Board related to a Variation from this provision would be requested when the Final Plat of Subdivision is brought to the Village Board for approval.

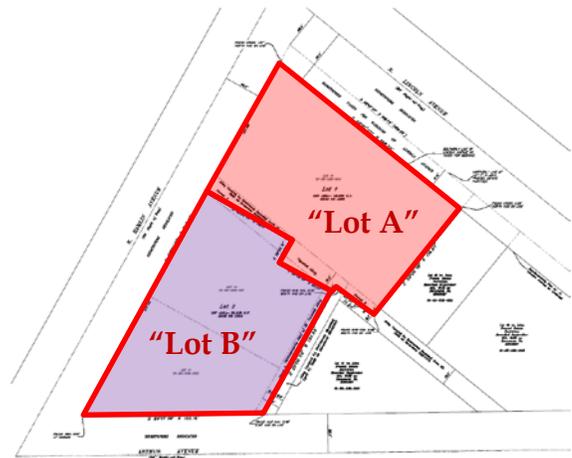
Public Hearing

The Plan Commission considered the Preliminary Plat of Subdivision at their December 6, 2017 meeting. Jordan Matyas, attorney for BMBO, represented the Petitioner. During the hearing, the Plan Commission discussed and considered the proposed subdivision as well as a number of zoning reliefs that would be required to allow reuse of the existing building footprint.

Much of the Plan Commission discussion related to details of Variations that would be required should the subdivision request be granted. With regards to the specific request for subdivision of the property, Commissioners questioned if the subdivision is necessary to achieve the proposed development concept. Staff stated that the non-permissive nature of the medical transport service use in the B-1 Zoning District requires a rezoning of at least a portion of the lot. In order to remain in alignment with other Village plans and policies, staff stated that a subdivision and rezoning of the southern resulting lot - rather than a rezoning of the entire lot - to the M-B Zoning District best balances the request of the Petitioner and the objectives of the Village.



Existing Parcel Configuration



Proposed Parcel Configuration

- "Lot A": Teacher Resource Center
- "Lot B": Medical Transport Service

Commissioners also had questions related to the designations of various lot lines for the resulting parcels should the subdivision be approved. Staff stated that the resulting lot line designations are a function of the definitions in the Zoning Ordinance.

Commissioners discussed the relevance of the not-for-profit designation of the property owners and proposed tenants. However, staff stated that the standards related to the evaluation of Subdivision, Rezoning, Special Use, or Variation requests do not consider the nature of the property owner or tenant. Rather, they consider the physical or operational characteristics of the site and that staff anticipates no detrimental impacts with the proposed development.

Plan Commission Recommendation

The Plan Commission approved, by a unanimous 6-0 vote, a motion to approve the requested subdivision in conjunction with other Rezoning and Variation requests necessary to permit the proposed development within the existing building footprint. Those Rezoning and Variation requests will be brought to the Village Board in conjunction with a request for approval of the Final Plat of Subdivision.

FINANCIAL IMPACT:

None

DOCUMENTS ATTACHED:

1. Proposed Resolution
2. December 6, 2017 Plan Commission Minutes Excerpt (Draft)
3. December 6, 2017 Staff Report to the Plan Commission
4. Preliminary Plat of Subdivision
5. Relevant Code Sections

RECOMMENDED MOTION:

Move to approve a Resolution regarding Case #PC-08-17 approving a Preliminary Plat of Subdivision for the property at 6530 North Lincoln Avenue.

VILLAGE OF LINCOLNWOOD

RESOLUTION NO. 2017-_____

A RESOLUTION APPROVING A PRELIMINARY PLAT OF SUBDIVISION

(6530 North Lincoln Avenue)

WHEREAS, Bais Medrash Binyan Olam ("*Applicant*") is the owner of record of three lots of real property, consisting of approximately 44,862 square feet, and collectively and commonly known as 6530 North Lincoln Avenue, Lincolnwood, Illinois ("*Property*"); and

WHEREAS, the Applicant seeks to resubdivide the Property into two lots, as depicted on that certain plat entitled Final Plat of Subdivision for the Shulman Addition to the Village of Lincolnwood, prepared by AES Services, Inc., consisting of two sheets and dated October 13, 2017, a copy of which is attached to and, by this reference, made a part of this Resolution as **Exhibit A** ("*Preliminary Plat of Subdivision*"); and

WHEREAS, the Applicant has applied for approval of the Preliminary Plat of Subdivision pursuant to Section 16-4-4 of the Municipal Code of Lincolnwood, as amended ("*Village Code*"); and

WHEREAS, on December 6, 2017, the Village Plan Commission recommended approval of the proposed Preliminary Plat of Subdivision, subject to certain specified development conditions;

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village and its residents to approve the Preliminary Plat of Subdivision for the Property;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNWOOD, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF PRELIMINARY PLAT OF SUBDIVISION. The Preliminary Plat of Subdivision for the Property is hereby approved pursuant to Section 16-4-4(E) of the Village Code.

SECTION 3. ACKNOWLEDGMENT OF REQUEST FOR SUBDIVISION VARIATION. The President and Board of Trustees hereby acknowledge that the Applicant has requested, and that the proposed Preliminary Plat of Subdivision contemplates, a variation from Section 16-5-2(D)(3) of the Village Code to permit the consolidation of more than two lots. At the time of consideration of a final plat of subdivision, the Board of Trustees shall consider the requested modifications in accordance with, and pursuant to, Article 9 of Chapter 16 of the Village Code.

SECTION 4. SUBMISSION OF FINAL PLAT OF SUBDIVISION. Pursuant to and in accordance with Section 16-4-4(F) of the Village Code, the adoption of this Resolution authorizes the Applicant to submit a final plat of subdivision for the Property to the Plan Commission of the Village. The final plat of subdivision for the Property shall be submitted by the Applicant for review and approval by the Village no later than the date that is 12 months after the effective date of this Resolution, or such extended date as may be approved by the Board of Trustees, in accordance with and pursuant to Section 16-4-4(G) of the Village Code.

SECTION 5. EFFECT OF APPROVALS. Pursuant to Section 16-4-4(F) of the Village Code, the approval of the Preliminary Plat of Subdivision for the Property, as set forth in Section 2 of this Resolution, shall not be deemed or interpreted as authorizing or entitling the Applicant to approval of a final plat of subdivision for the Property or to any other approval, or to the issuance of any permit, until after all of the standards and procedures for such other approvals or permits have been satisfied. Nothing herein shall be deemed or interpreted as obligating or requiring the Board of Trustees or the Village to approve a final plat of subdivision or other approval or permit. Further, the Board of Trustees shall have no obligation to consider or approve a final plat of subdivision unless and until the Applicant complies with the applicable procedures for review and approval of a final plat of subdivision for the Property, as set forth in Section 16-4-5 of the Village Code.

SECTION 6: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED this ____ day of December, 2017.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this _____ day of December, 2017.

Barry I. Bass, President
Village of Lincolnwood, Cook County, Illinois

ATTESTED and FILED in my office this
_____ day of December, 2017

Beryl Herman, Village Clerk
Village of Lincolnwood, Cook County, Illinois

EXHIBIT A
Preliminary Plat of Subdivision

Exhibit B-1



**DRAFT MEETING MINUTES
OF THE
PLAN COMMISSION
DECEMBER 6, 2017 – 7:00 P.M.**

**LINCOLNWOOD VILLAGE HALL
COUNCIL CHAMBERS
6900 NORTH LINCOLN AVENUE
LINCOLNWOOD, ILLINOIS 60712**

MEMBERS PRESENT:

Chairman Mark Yohanna
Sue Auerbach
Steven Jakubowski
Adi Kohn
Henry Novoselsky
Don Sampen

MEMBERS ABSENT:

Anthony Pauletto

STAFF PRESENT:

Doug Hammel, Community Development Manager
Kathryn Kasprzyk, Community Development Coordinator

I. Call to Order

Chairman Yohanna noted a quorum of six members and called the meeting to order at 7:05 p.m.

II. Pledge of Allegiance

III. Approval of Minutes

Motion to recommend approval of the November 1, 2017 Plan Commission Minutes was made by Commissioner Sampen and seconded by Commissioner Kohn.

Aye: Sampen, Kohn, Auerbach, and Yohanna

Nay: None

Abstained: Jakubowski and Novoselsky

Motion Approved: 4-0

DRAFT

IV. Case #PC-08-17: 6530 North Lincoln Avenue – Two-Lot Resubdivision, Rezoning of One Resubdivided Lot, and Variations for Building Setbacks and Parking Lot Design

Chairman Yohanna announced Case #PC-08-17 for consideration of a request by property owner Bais Medrash Binyan Olam (BMBO) for Resubdivision for the rezoning of one of the resulting lots and amendments for both resulting lots related to building setbacks and parking lot design. Chairman Yohanna swore in the witnesses.

Development Manager Hammel presented background for the proposed development which includes the renovation and reuse for a teacher resource center at the front of the building and a medical transport service at the rear of the building. The project includes façade enhancements, new signage, parking lot resurfacing, site landscaping, and tree plantings.

Requested Regulatory Actions include: 1) Resubdivision from three existing parcels to two new parcels; 2) Rezoning of one parcel from the B-1, Traditional Business Zoning District to the M-B, Manufacturing and Business Zoning District; 3) Special Use to permit parking in the front yard of each resulting parcel; and 4) two Variations related to parking lot design and setbacks. Regarding the Special Use and Variations for Lot A, a six-inch curb is required, but they are proposing none; the ten-foot rear yard setback is not provided; and parking in the front yard requires a Special Use. Regarding the Special Use and Variations for Lot B, a six-inch curb is required, but they are proposing none; the five-foot rear yard setback is not provided; the five-foot side yard setback is not provided; and parking in the front yard requires a Special Use.

Mr. Jordan Matyas, Attorney for BMBO, which is a not-for-profit organization, spoke about the overall vision of the project. The building will be enhanced to make it more attractive. Signage will be minimal. Mr. Matyas said they were asked by the Village to match the aesthetics on the opposite side of Lincoln Avenue.

There was much discussion regarding whether or not the six-foot curb along Lincoln Avenue was required. Commissioner Jakubowski asked if the absence of the curbs would be a safety concern. Commissioner Auerbach asked about the specific hardship for not installing the curbs. Mr. Matyas reiterated the request to mirror the other side of Lincoln Avenue as their hardship.

Mr. Clifford Town, Project Architect, said that as Hatzalah Chicago is a not-for-profit and are doing more landscaping improvements than is required, installing the curbs were cost prohibitive. Commissioner Auerbach said that cost should not be a hardship standard, and granting their request could set a bad precedent. Development Manager Hammel stated that landscaping Variations were not required as they are resurfacing the parking lot, not replacing it.

Mr. Steve Montrose of Hatzalah Chicago, said their ambulances are currently parked at this location for storage. Their medical transport business could be operational within a year. Mr. Montrose explained their business practices whereas they augment existing ambulatory services. They receive calls directly, not through 911. Their geographical area encompasses Lincolnwood, Skokie, Peterson Park, and Rogers Park in Chicago.

Chairman Yohanna said he had reservations about taking a commercial property and turning it into a non-sales tax generating use.

Chairman Yohanna asked if there was anyone from the audience who would like to address the Plan Commission on this matter. Let the record state that no one came forward.

Motion to recommend approval of the Resubdivision from three existing parcels to two new parcels; Rezoning of one parcel from the B-1, Traditional Business Zoning District to the M-B, Manufacturing and Business Zoning District; Special Use to permit parking in the front yard of each resulting parcel; and Variations for Lot A and Lot B, subject to arborist approval, was made by Commissioner Sampen and seconded by Commissioner Jakubowski. Case #PC-08-17 will be heard at the December 19, 2017 Village Board meeting.

Aye: Sampen, Jakubowski, Auerbach, Kohn, Novoselsky, and Yohanna

Nay: None

Motion Approved: 6-0

V. Case #PC-13-17: Text Amendment for the Permissibility of Auto/Light Truck Sales and Service Uses as Special Uses in the O, Office District (Continued from November 1, 2017)

Chairman Yohanna announced the continuation of Case #PC-13-17 for consideration of a Zoning Code Text Amendment to consider permitting Auto/Light Truck Sales and Service Uses as Special Uses in the O, Office District, as well as other potential regulations specifically related to Auto/Light Truck Sales and Service uses in the O, Office District that could be deemed relevant to such permissibility.

Development Manager Hammel reiterated the rationale for the proposed amendment and related policy questions. The definition and usage of “light truck” was clarified and discussed. The minimum lot requirement of 2.5 acres would be required for this type of use, of which there are only four parcels this size in the Village.

Commissioner Novoselsky was opposed to extending the Overlay in the O, Office District that is adjacent to any single-family residential use. It was noted that there are currently several auto uses that are adjacent to residential uses. There was discussion regarding whether or not inventory and employee parking should be on the same property or if the use of “satellite” lots would be allowed, the proposed Ordinance language, and what lots would be acceptable for this use. Commissioner Jakubowski had issue with the wording “greatest extent possible” in Section 4.07(19)e of the proposed Ordinance language. Development Manager Hammel will redraft the proposed language for review at the January 3, 2018 Plan Commission meeting.

Chairman Yohanna asked if there was anyone from the audience who would like to address the Plan Commission on this matter. Let the record state that no one came forward.

Motion to continue Case #PC-13-17 to the January 3, 2018 Plan Commission meeting was made by Commissioner Sampen and seconded by Commissioner Jakubowski.

Aye: Sampen, Jakubowski, Auerbach, Kohn, Novoselsky, and Yohanna

Nay: None

Motion Approved: 6-0

VI. Case #PC-10-17: Zoning Code Text Amendment – Natural Screening on Residential Properties (Continued from November 1, 2017, October 2, 2017, September 6, 2017, August 2, 2017, and July 5, 2017)



Plan Commission Staff Report

Case #PC-08-17

December 6, 2017

Subject Property:

6530 North Lincoln Avenue

Zoning District:

B-1, Business/Residential Transition Area

Petitioner:

Bais Medrash Binyan Olam,
Property Owner

Nature of Request: Petitioner seeks approval of subdivision of the property into two parcels, rezoning of one of the resulting parcels, and approval of Variations to allow for two distinct uses to be operated out of attached structures on the resulting parcels.



Requested Actions:

Subdivision: Consolidate and resubdivide three existing parcels into two resulting parcels referred to as “Lot A” and “Lot B” for the purposes of this report with “Lot A” fronting on Lincoln Avenue and Hamlin Avenue, and “Lot B” fronting on Arthur Avenue and Hamlin Avenue.

Subdivision Variation: The requested subdivision requires Variation from Section 16-5-2 of the Village Code which prohibits the consolidation of more than two parcels through subdivision.

Rezoning: Rezone “Lot B” to M-B, Manufacturing and Business zoning district to accommodate a medical transport service and storage facility that staff classifies as a warehouse use.

Zoning Relief for “Lot A”

1. Variation to allow a structure with no setback in the rear yard;
2. Variation to allow a portion of the parking lot to not include a 6” curb; and
3. Special Use approval for parking in the front yard.

Zoning Relief for “Lot B”

1. Variation to allow a structure with no setback in the side yard;
2. Variation to allow a structure with no setback in the rear yard;
3. Variation to allow a portion of the parking lot to not include a six-inch curb; and
4. Special Use approval for parking in the front yard.

Notification: Notice in Lincolnwood Review dated November 14, 2017, Public Hearing Sign Installed at 6733-6735 North Lincoln Avenue, and Mailed Legal Notices Dated November 16, 2017 to Properties within 250 Feet.

Summary of Request

Bais Medrash Binyan Olam (BMBO), Property Owner of 6530 North Lincoln Avenue, wishes to adapt the existing structure on the property for two distinct uses. The northern portion of the building (fronting on Lincoln Avenue) would house an education resource center for teachers to receive training and curriculum support, which is a permitted use in the B-1 Zoning District. The southern portion of the building (fronting on Arthur Avenue) would house a medical transport service with ambulance bays and storage that would be maintained and operated by a not-for-profit, volunteer service provider. This is not a permitted use in the B-1 Zoning District and would require subdivision of the existing lot and rezoning of the resulting southern parcel.

Historically, the building has housed a variety of different businesses, from an auto dealership to a Tribune Publications warehouse and distribution facility. However, it has been vacant for several years. Approximately three years ago, the property was purchased by a bank with the intent to tear down the structure in order to build a new bank facility. The bank proceeded through the zoning process, seeking relief necessary to permit the proposed new bank structure and was granted approval in August, 2014. As part of that approval, the property was rezoned so that the then split-zoned property, with B-1 Zoning on the front half of the property and M-B Zoning on the back half, was united under one B-1 Zoning District. However, the bank invested in a different property for their new facility, and, as a result, this property was sold to the current owner.

BMBO would like to subdivide the building and the property for two specific not-for-profit users. The 1.03- acre property is currently zoned B-1, Traditional Business and is in the Business/ Residential Transition Area in the Lincoln Avenue Overlay District which is intended to promote neighborhood commercial uses and pedestrian access. B-1 commercial properties, including commercial service and office uses, are located on either side of this property along Lincoln Avenue.



Rendering of the Proposed Development

Requested Approvals

The proposed development requires the following approvals related to subdivision of the property, rezoning of one of the resulting parcels, and Variations on both of the resulting parcels:

Property Subdivision

The existing property is made up of three parcels that collectively make up the 1.03-acre zoning lot. In order to accommodate the medical transport service in the southern portion of the building, the property must be subdivided. The new parcel line would bisect the existing building, resulting in portions of the building on each new parcel. For the purposes of this report, “Lot A” would front on Lincoln Avenue and Hamlin Avenue, and “Lot B” would front on Arthur Avenue and Hamlin Avenue.

Subdivision Variation: Section 16-5-2 of the Village Code states that *“no consolidation of more than two lots shall be permitted unless a Variation is granted pursuant to Article 9 of this Chapter 16.”* The proposed development triggers this Variation requirement since there are currently three parcels that make up the zoning lot. Such Variation requests fall under the purview of the Plan Commission and can be considered concurrently with other requests for zoning relief.

Rezoning: The proposed medical transport service and storage facility in the southern portion of the existing building (located on the proposed “Lot B”) would classify as a warehouse use according to the Zoning Ordinance. This use is not permitted in the B-1 Zoning District. The permissibility of this use would require a rezoning of “Lot B” to the M-B, Manufacturing and Business Zoning District.



Existing Parcel Configuration and Zoning

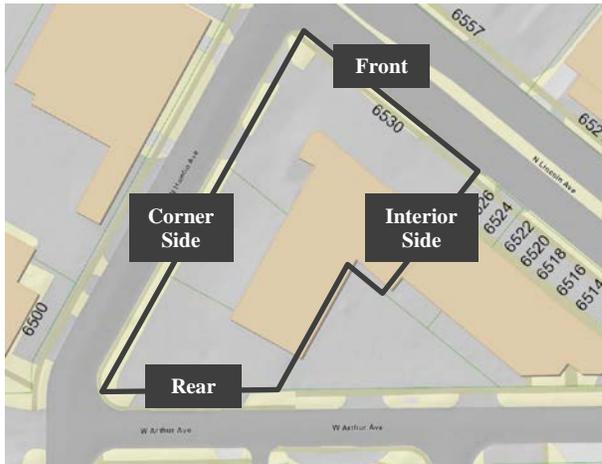


Proposed Parcel Configuration and Zoning

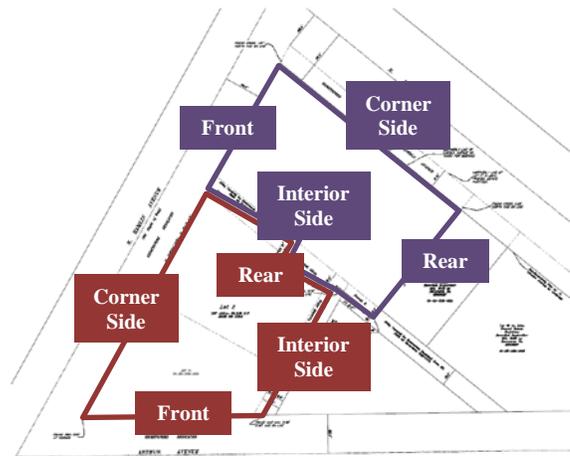
Variations for “Lot A”:

The subdivision of the existing zoning lot into two distinct parcels redefines which lot lines are considered the front, corner side, interior side, and rear lot lines. According to the Zoning Ordinance, front lot lines are defined as *“the lot line having the shortest length abutting a street.”* while the rear lot line is defined as *“the line that most nearly qualifies as the line most distant and opposite from the front lot line.”* Currently, the lot’s Lincoln Avenue frontage represents the front lot line. By default, the Arthur Avenue frontage is designated as the rear lot line. However, the proposed subdivision of the lot results in the shorter lot line along a public street for “Lot A” along the Hamlin Avenue frontage. Therefore, the southeast lot line is designated as the rear lot line. The existing structure provides no setback from the new rear lot line, while Section 4.13 of the Zoning Ordinance requires a rear yard setback of ten feet in the B-1 Zoning District. (This proposed scenario, resulting from the requested

subdivision, does not qualify for legal non-conforming status since the existing structure, with its current building and lot configuration, does not include any non-conformities.)



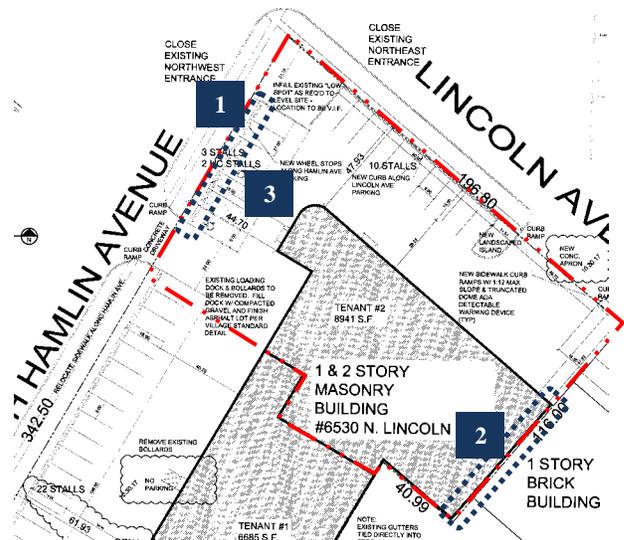
Existing Lot Line Designations



Lot Line Designations Resulting from Proposed Subdivision

The creation of new parcels and redefinition of lot lines would also result in the existing parking area being located in the new front yard of “Lot A” along Hamlin Avenue. According to Section 7.06(5) of the Zoning Ordinance, parking in the front yard of the B-1 Zoning District requires Special Use approval.

The proposed development includes parking lot landscaping along the edge of the parking area. However, the portion of the parking lot on “Lot A” along Hamlin Avenue does not include a curb. Section 6.14(1)g of the Zoning Ordinance states that “a six-inch continuous poured-in-place concrete curb shall separate all drive and parking surfaces from landscape areas.”



- 1) Uncurbed Proposed Parking Area
- 2) Non-compliant Rear Yard Setback
- 3) Parking in the Front Yard

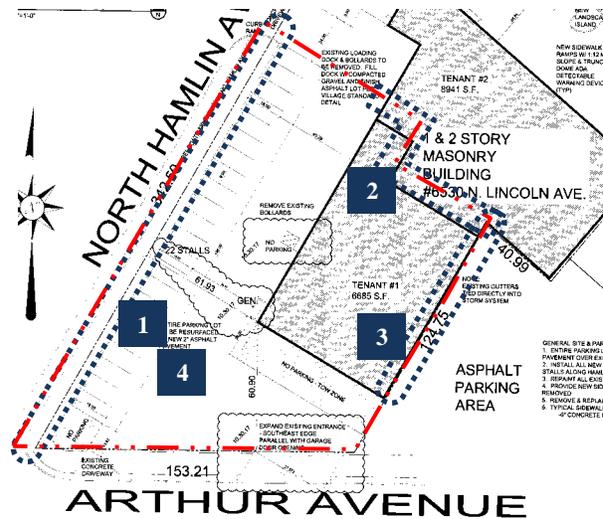
Variations for “Lot B”:

As per Section 4.14 of the Zoning Ordinance, the rezoning of “Lot B” to the M-B Zoning District results in a required interior side yard setback of five feet along the southeast lot line. The existing building is built to the lot line.

The proposed lot line that would divide the existing property into the two resulting lots would be considered the rear lot line for “Lot B.” Section 4.14 of the Zoning Ordinance establishes a minimum rear yard setback of five feet in the M-B District. However, the existing structure will be divided along this “Lot B” rear lot line, and the resulting spaces on each new lot will abut one another with no setback.

The proposed development includes parking lot landscaping along the edge of the parking area. However, the proposed design for the perimeter of the parking lot on “Lot B”, fronting on Hamlin Avenue and Arthur Avenue, does not include a curb. Section 6.14(1)g of the Zoning Ordinance states that “a six-inch continuous poured-in-place concrete curb shall separate all drive and parking surfaces from landscape areas.”

Similar to “Lot A”, the redefinition of lot lines results in parking of the front yard of “Lot B.” According to Section 7.06(5) of the Zoning Ordinance, parking in the front yard of the B-1 Zoning District requires Special Use approval.



- 1) Uncurbed Proposed Parking Area
- 2) Non-compliant Rear Yard Setback
- 3) Non-compliant Side Yard Setback
- 4) Parking on the Front Yard

Planning and Zoning Considerations

Alignment with the Comprehensive Plan

The Comprehensive Plan suggests this parcel should redevelop with Local/Corridor commercial uses as the preferred future land use. Local/ Corridor commercial areas offer the visibility and access desired by office and commercial businesses, including professional offices. The area south and west of this property is envisioned for Light Industrial uses, including warehouses. The uses proposed are consistent with the recommended future land uses with regard to Local/Corridor commercial uses along Lincoln Avenue and light Industrial uses in the area to the south.

The Comprehensive Plan also recommends limiting vehicular access from major streets, relying on side streets and alleys for parking. The proposed site plan concept depicts the two curb cuts closest to the Lincoln/Hamlin intersection being removed to improve traffic safety.



Existing Curb Cuts to be Removed as Part of the Proposed Redevelopment

Appropriateness of Rezoning

While splitting a property and an existing building into two halves is not ideal from a zoning standpoint, it is not unusual in older commercial corridors. The proposed rezoning would not create a part of the property that is spot-zoned or an inappropriate zoning based on the surrounding uses. In

fact, this property was previously zoned B-1 along Lincoln Avenue and M-B on the rear half of the lot prior to the approved rezoning in 2014 that united the property under the B-1 Zoning District.

Existing Nature of the Property

While the proposed subdivision of the property and specific proposed uses for each resulting parcel require special approval and relief as noted in this report, the inherent physical or operational characteristics of the site are remaining generally the same. The only physical change to the property that would impact operations is the removal of two existing curb cuts closest to the Lincoln Avenue/Hamlin Avenue intersection, which is seen as a benefit.

Public Comment

The Community Development Department has received no public comment relevant to this case prior to the distribution of this staff report.

Conclusion

Bais Medrash Binyan Olam, Property Owner, seeks approval of subdivision of the property into two parcels, rezoning of one of the resulting parcels, and approval of Variations to allow for two distinct uses to be operated out of attached structures on the resulting parcels.

Subdivision: Consolidate and resubdivide three existing parcels into two resulting parcels referred to “Lot A” and “Lot B” for the purposes of this report, with “Lot A” fronting on Lincoln Avenue and Hamlin Avenue, and “Lot B” fronting on Arthur Avenue and Hamlin Avenue.

Subdivision Variation: The requested subdivision requires Variation from Section 16-5-2 of the Village Code, which prohibits the consolidation of more than two parcels through subdivision.

Rezoning: Rezone “Lot B” to M-B Manufacturing and Business zoning district to accommodate a medical transport service and storage facility that staff classifies as a warehouse use.

Zoning Relief for “Lot A”:

1. Variation to allow a structure with no setback in the rear yard;
2. Variation to allow a portion of the parking lot to not include a 6” curb; and
3. Special Use approval for parking in the front yard.

Zoning Relief for “Lot B”:

1. Variation to allow a structure with no setback in the side yard;
2. Variation to allow a structure with no setback in the rear yard;
3. Variation to allow a portion of the parking lot to not include a six-inch curb; and
4. Special Use approval for parking in the front yard.

Documents Attached

1. Petitioner Applications
2. Proposed Plat of Subdivision
3. Proposed Site Plan and Engineering
4. Renderings of the Proposed Development
5. Proposed Sign Plans
6. Petitioner Letter Regarding Lights and Sirens
7. Relevant Code Sections

"EXHIBIT A"
FINAL PLAT OF SUBDIVISION
FOR

SHULMAN ADDITION TO THE VILLAGE OF LINCOLNWOOD

BEING A RESUBDIVISION OF LOTS 14, 15, 17 AND VACATED ALLEYS (EXCEPT THE NORTHEASTERLY 17 FEET OF SAID LOT 17, CONDEMNED FOR WIDENING LINCOLN AVENUE) IN THE JOHN PROESEL ESTATE PARTITION, BEING A SUBDIVISION OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 35, TOWNSHIP 41 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, (EXCEPT RAILROAD RIGHT OF WAY), IN COOK COUNTY, ILLINOIS.



THIS PLAT WAS SUBMITTED TO THE COUNTY RECORDER FOR THE PURPOSES OF RECORDING BY:

(PRINT NAME)

(ADDRESS)

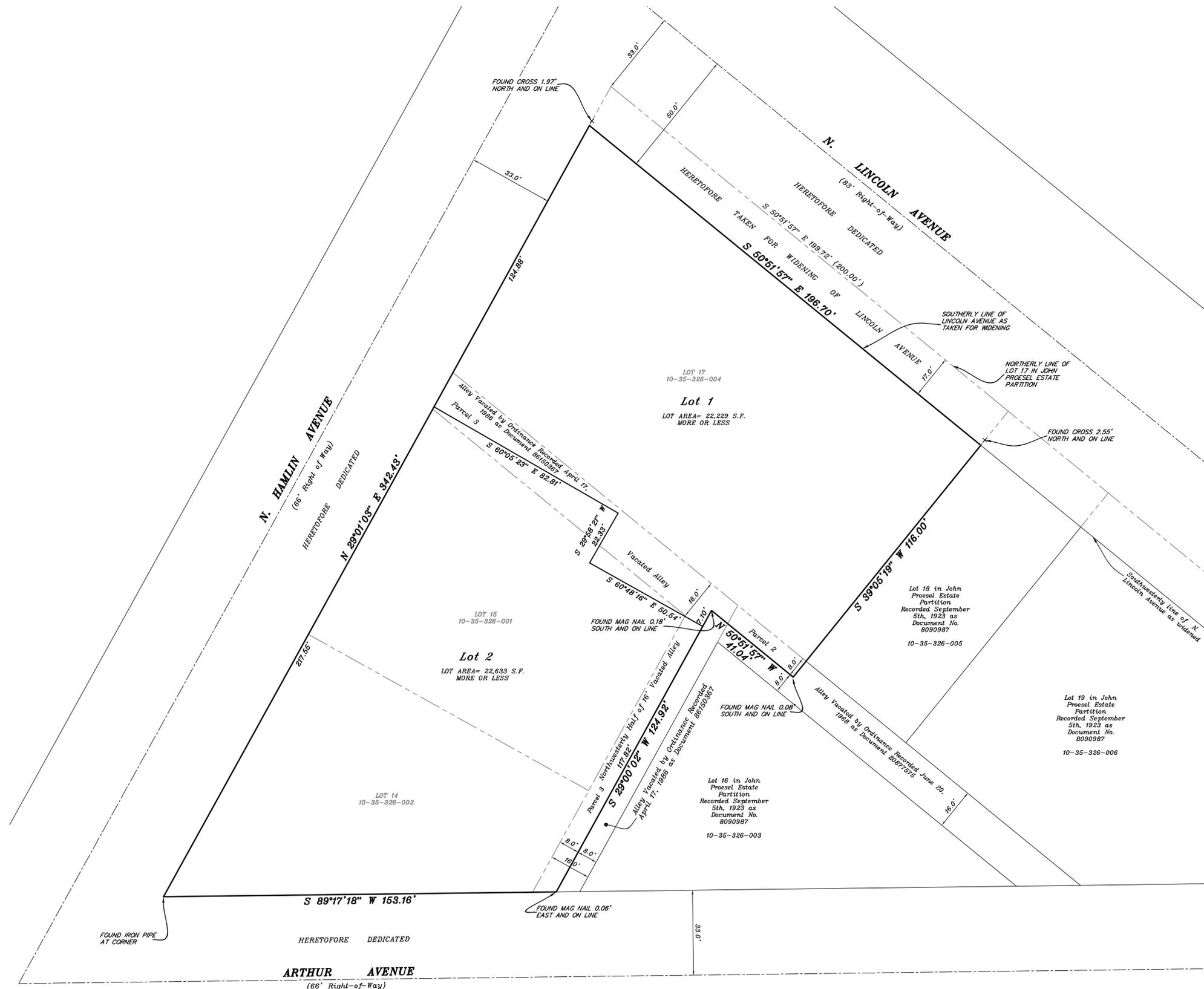
(CITY/TOWN) (STATE) (ZIP CODE)

LINE LEGEND

- ADJACENT PROPERTY LINE (Light Solid Line)
- PROPOSED BOUNDARY LINE/ LIMITS OF PROPOSED BOUNDARY (Bold Solid Lines)
- EXISTING UNDERLYING PARCEL LINE LIMITS OF UNDERLYING PARCELS (Double Dashed Lines)

AREA TABLE

LOT 1= 22,229 S.F. (0.510 Ac.), MORE OR LESS
LOT 2= 22,633 S.F. (0.520 Ac.), MORE OR LESS
TOTAL AREA= 44,862 S.F. (1.03 Ac.), MORE OR LESS



CDOT# _____

CLIENT: JORDAN MATYAS	DATE: 10/13/17
TYPE OF SURVEY: PLAT OF SUBDIVISION	DRAWN BY: DLB
ADDRESS: 6530 N. LINCOLN AVE.	SCALE: 1" = 20'
JOB NO.: 60117044	PAGE: 2 OF 2

AES AES SERVICES, INC.
111 S. WACKER DRIVE, SUITE 3910
CHICAGO, IL 60606
PH: 312-235-6783 EMAIL: AESSER@AESSER.COM
PROFESSIONAL DESIGN FIRM 184-003052-0014
EXPIRATION DATE: APRIL 30, 2019

"EXHIBIT A"
FINAL PLAT OF SUBDIVISION
FOR

SHULMAN ADDITION TO THE VILLAGE OF LINCOLNWOOD

OWNER'S AND SCHOOL DISTRICT CERTIFICATE

STATE OF ILLINOIS)
SS.
COUNTY OF _____)

THIS IS TO CERTIFY THAT _____ IS THE RECORD OWNER OF THE PROPERTY DESCRIBED HEREON, AND THAT AS SAID RECORD OWNER IT CONSENTS TO THE SUBDIVISION OF SAID PROPERTY, THE VARIOUS DEDICATIONS, GRANTS AND RESERVATIONS OF EASEMENTS AND RIGHT-OF-WAY SHOWN HEREON.

ALSO, THIS IS TO CERTIFY THAT THE PROPERTY BEING SUBDIVIDED AFORESAID AND, TO THE BEST OF THE OWNERS KNOWLEDGE AND BELIEF, SAID SUBDIVISION LIES ENTIRELY WITHIN THE LIMITS OF SCHOOL DISTRICT(S)

DATED AT _____ ILLINOIS, THIS _____ DAY OF _____ A.D., 20____

BY: _____ ATTEST: _____
SIGNATURE SIGNATURE

TITLE: _____ TITLE: _____

NOTARY'S CERTIFICATE

STATE OF ILLINOIS)
SS.
COUNTY OF _____)

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT _____ AND _____ ARE PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS, WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, AS OWNERS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE SAID INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACTS, FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS _____ DAY OF _____ A.D., 20____

NOTARY PUBLIC
MY COMMISSION EXPIRES _____

MORTGAGEE'S CERTIFICATE

STATE OF ILLINOIS)
SS.
COUNTY OF _____)

THIS IS TO CERTIFY THAT _____ AS MORTGAGEE UNDER THE MORTGAGE RECORDED AS DOCUMENT NUMBER _____ DATED _____ HEREBY CONSENTS TO RECORDING OF THE PLAT AS HEREON SHOWN.

DATED AT _____ ILLINOIS, THIS _____ DAY OF _____ A.D., 20____

BY: _____ ATTEST: _____

TITLE: _____ TITLE: _____

NOTARY'S CERTIFICATE

STATE OF ILLINOIS)
SS.
COUNTY OF _____)

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT _____ AND _____ ARE PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS, WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, AS OWNERS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE SAID INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACTS, FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS _____ DAY OF _____ A.D., 20____

NOTARY PUBLIC
MY COMMISSION EXPIRES _____

DIRECTOR OF PUBLIC WORKS CERTIFICATE

STATE OF ILLINOIS)
SS.
COUNTY OF _____)

I, _____ DO HEREBY CERTIFY THAT THE REQUIRED IMPROVEMENTS HAVE BEEN INSTALLED, OR THE REQUIRED GUARANTEE BOND HAS BEEN POSTED FOR THE COMPLETION OF ALL REQUIRED LAND IMPROVEMENTS. DATED AT _____ ILLINOIS, THIS _____ DAY OF _____ A.D., 20____

DIRECTOR OF PUBLIC WORKS, VILLAGE OF LINCOLNWOOD, IL

VILLAGE OF LINCOLNWOOD CERTIFICATE

STATE OF ILLINOIS)
SS.
COUNTY OF _____)

ACCEPTED AND APPROVED BY THE BOARD OF TRUSTEE'S OF THE VILLAGE OF LINCOLNWOOD, COOK COUNTY, ILLINOIS, THIS _____ DAY OF _____ A.D., 20____

(VILLAGE PRESIDENT)

(VILLAGE CLERK)

COOK COUNTY RECORDER'S CERTIFICATE

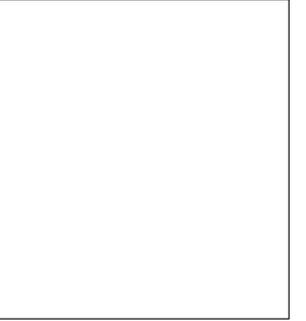
STATE OF ILLINOIS)
SS.
COUNTY OF _____)

THIS INSTRUMENT _____ WAS FILED FOR FOR RECORD IN THE RECORDER'S OFFICE OF COOK COUNTY, ILLINOIS, ON THE _____ DAY OF _____ A.D., 20____ AT _____ O'CLOCK, __M. AND WAS RECORDED IN PLAT ENVELOPE NO. _____

COUNTY RECORDER



VILLAGE OF LINCOLNWOOD
DEPARTMENT OF FINANCE



CDOT



COOK COUNTY CLERK

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
SS.
COUNTY OF COOK)

THIS IS TO CERTIFY THAT I, DEAN L. BAUER, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, HAVE SURVEYED AND SUBDIVIDED THE FOLLOWING DESCRIBED PROPERTY:

PARCEL 1:
LOTS 14, 15 AND 17 (EXCEPT THE NORTHEASTERLY 17 FEET OF SAID LOT 17, CONDEMNED FOR WIDENING LINCOLN AVENUE) IN THE JOHN PROESEL ESTATE PARTITION, BEING A SUBDIVISION OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 35, TOWNSHIP 41 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, (EXCEPT RAILROAD RIGHT OF WAY), IN COOK COUNTY, ILLINOIS.

PARCEL 2:
THAT PART OF THE NORTHEASTERLY 1/2 OF THE NORTHWESTERLY AND SOUTHEASTERLY VACATED ALLEY LYING SOUTHWESTERLY OF LOT 17 AND SOUTHEASTERLY OF THE WEST LINE OF LOT 16 EXTENDED NORTHEASTERLY OF THE SOUTH LINE OF LOT 17, AS VACATED BY ORDINANCE RECORDED JUNE 20, 1969 AS DOCUMENT 20897575 IN JOHN PROESEL ESTATE PARTITION AFORESAID, IN COOK COUNTY, ILLINOIS.

PARCEL 3:
THAT PART OF THE NORTHEASTERLY 1/2 OF THE NORTHWESTERLY AND SOUTHEASTERLY VACATED ALLEY LYING SOUTHWESTERLY OF THE SOUTHWESTERLY LINE OF LOT 17 AND NORTHWESTERLY OF THE WEST LINE OF LOT 16 EXTENDED NORTHEASTERLY TO THE SOUTHWESTERLY LINE OF LOT 17, AND THAT PART OF THE SOUTHWESTERLY 1/2 OF THE NORTHWESTERLY AND SOUTHEASTERLY ALLEY LYING NORTH OF AND ADJOINING THE NORTHEASTERLY LINE OF LOT 15 AND THAT PART OF THE NORTHWESTERLY 1/2 OF THE NORTHEASTERLY AND SOUTHWESTERLY VACATED ALLEY LYING SOUTHEASTERLY OF THE SOUTHEASTERLY LINE OF LOTS 14 AND 15 AND SOUTHEASTERLY OF THE SOUTHEASTERLY LINE OF LOT 15 EXTENDED NORTH, 8 FEET MORE OR LESS; AS VACATED BY ORDINANCE RECORDED APRIL 17, 1986 AS DOCUMENT 86160367, ALL IN JOHN PROESEL ESTATE PARTITION AFORESAID, IN COOK COUNTY, ILLINOIS.

CONTAINING 44,862 S.F (1.03 Ac.), MORE OR LESS.

THE PLAT HEREON DRAWN IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY. DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.

A PRELIMINARY TITLE COMMITMENT WAS NOT FURNISHED TO AES SERVICES, INC. FOR THE USE IN PREPARATION OF THIS SURVEY. THEREFORE, THERE MAY BE ADDITIONAL EASEMENTS AND/OR SERVITUDES AFFECTING THIS PROPERTY WHICH ARE NOT SHOWN HEREON.

I FURTHER CERTIFY THAT THE PROPERTY SHOWN ON THE PLAT HEREON DRAWN IS SITUATED WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF LINCOLNWOOD WHICH HAS ADOPTED A COMPREHENSIVE PLAN AND WHICH IS EXERCISING THE SPECIAL POWERS AUTHORIZED BY DIVISION 12 OF ARTICLE 11 OF ILLINOIS MUNICIPAL CODE AS HERETOFORE AND HEREAFTER AMENDED AND THAT BASED UPON A REVIEW OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER 17031C0401J, PANEL NO. 401 WITH AN EFFECTIVE DATE OF AUGUST 19, 2008 IT IS MY OPINION THAT OF SAID PROPERTY PLATTED HEREON IS LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA FLOOD ZONE X AS IDENTIFIED BY SAID FEMA MAP, AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN.

GIVEN UNDER MY HAND AND SEAL THIS 12TH DAY OF OCTOBER, A.D., 2017.

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003060
MY REGISTRATION EXPIRES ON NOVEMBER 30, 2018

CLIENT: JORDAN MATYAS	DATE: 10/13/17
TYPE OF SURVEY: PLAT OF SUBDIVISION	DRAWN BY: DLB
ADDRESS: 6530 N. LINCOLN AVE.	SCALE: 1"=20'
JOB NO.: 60117044	PAGE: 2 OF 2

AES AES SERVICES, INC.
111 S. WACKER DRIVE, SUITE 3910
CHICAGO, IL 60606
PH: 312-235-6783 EMAIL: AESER@AESER.COM
AESER.COM PROFESSIONAL DESIGN FIRM 184-003052-0014
EXPIRATION DATE: APRIL 30, 2019

Appendix #6 Relevant Code Sections

Subdivision Ordinance (Chapter 16 of the Village Code)

Subdivision Standards

Section 16-2-2. Review of subdivisions

All applications for approvals of plats of subdivision shall be reviewed by the Plan Commission and the Board of Trustees in accordance with the standards and procedures set forth in Sections 16-4-1, 16-4-2, 16-4-3, 16-4-4, and 16-4-5 of this Code, as applicable, and the following additional general standards:

- A. The subdivision shall comply with all applicable provisions of this Chapter 16, including, without limitation, the provisions of Articles 5 and 6 of this Chapter 16;
- B. The subdivision shall be consistent with the Zoning Ordinance;
- C. The subdivision shall not create a nonconforming building, nonconforming use, or nonconforming lot, nor shall the subdivision create, increase, or extend any existing nonconformity;
- D. The subdivision shall accommodate development on a lot that will comply with required setbacks and shall not result in the substantial loss of existing trees or the significant alteration of the existing topography on the lot;
- E. The subdivision shall not substantially modify or threaten the integrity of natural resources, including, without limitation, floodplains, wetlands, mature trees, or the use of public open spaces;
- F. The proposed development of the subdivision shall not result in an increase in the stormwater release rate from the subdivision;
- G. The subdivision shall be served by adequate sewer or water service, electric service, natural gas, and other public or private utilities available within the Village;
- H. The subdivision shall dedicate easements or rights-of-way necessary to provide for current and future extension of public utilities and services;
- I. The existing public street system, and any proposed extension of that system, shall be sufficient to meet the projected traffic demand that will be created by the subdivision;
- J. The design of the proposed street improvements shall meet minimum Village standards and shall not exceed Village standards in a manner that threatens the health, safety, or welfare, such as by inducing excessive speed of travel or modifying traffic patterns in a manner inconsistent with street design capabilities, or by unnecessarily displacing pervious open spaces;
- K. The subdivision shall extend, or shall not inhibit the extension of, the existing Village street system, and shall recognize the interconnection of adjacent neighborhoods;
- L. The subdivision shall provide appropriate access and turning movements for vehicles, and the proposed access shall not be so large so as to be inconsistent with the character of the neighborhood surrounding the subdivision; and
- M. The development of the subdivision shall be accomplished in a manner that does not unduly disrupt or damage public services or facilities.