



VILLAGE OF LINDENHURST
Regular Village Board Meeting Agenda
Monday, September 25, 2023
7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of the Minutes from the Regular Village Board Meeting of September 11, 2023
- IV. Bills Presented for Payment
- V. Board and Staff Reports
 - a. Recognition of Service – Thomas Jones, 20 Years
- VI. Public Comment on Agenda Items
- VIII. New Business
 - A. Presentation: 2023 Lindenhurst Queens
 - B. Ordinance 23-9-2274: Amending Section 111.20 of the Village Code Regarding the Number of Liquor Licenses – Sammie’s – 2122 Grand Avenue
 - C. Bid Award: Village of Lindenhurst Newsletter Graphic Design Services – Locality Studio - \$2,210
 - D. Discussion and Possible Action: Public Works Replacement Truck – Victor Ford - \$90,605.26
- IX. Public Comment
- X. Executive Session
- XI. Adjournment

Rules for Public Comment: The Village of Lindenhurst welcomes comments from the public during the designated sections of the Village Board meeting. We ask that you keep your comments respectful, civil, and constructive to matters of public policy. Those wishing to comment will be limited to three (3) minutes per person and the total time allotted for public comment will be thirty (30) minutes. The Chair will recognize speakers and may deny someone who has previously addressed the Board an additional opportunity to speak. (VOL Village Code §30.22)

VILLAGE OF LINDENHURST
2301 E Sand Lake Road

Regular Village Board Meeting Minutes
September 11, 2023
7:00pm

I. Call to Order

- A. Mayor Marturano called the Regular Village Board Meeting to order at 7:00pm.

II. Roll Call

- A. Present were Mayor Dominic Marturano, Trustees Pat Dickson, Pat Dunham, Patty Chybowski, Dawn Suchy, Heath Rosten, and Ron Grace.
- B. Also in attendance were Village Administrator Clay Johnson, Police Chief Tom Jones, Operations Director Kevin Klahs, Assistant to the Village Administrator Karleen Gernady, and Village Clerk Melissa Forsberg.

III. Pledge of Allegiance

IV. Moment of silence for the lives lost on 9/11.

V. Approval of Minutes

- A. Minutes from the Regular Village Board Meeting of August 14, 2023 were presented for approval.
- B. Trustee Chybowski would like it noted she was not in attendance at the August 14, 2023 meeting.
- C. Trustee Suchy made a motion, seconded by Trustee Dunham, to approve the minutes from the Regular Village Board Meeting of August 14, 2023 with correction noted.
1. Voice Vote
Aye - 5
Nay - 0
Abstain - 1
Motion carried.

VI. Bills Presented for Payment

- A. Trustee Dunham made a motion, seconded by Trustee Grace, to approve the first set of bills for the month of September presented for payment in the amount of \$987,600.06 for invoices due on or before September 11, 2023.
1. Roll Call
Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace
Nay – 0
Motion carried.

VII. Treasurer's Report

- A. Trustee Dunham read the Treasurer's Report for August 2023. The total for all accounts on August 31, 2023 was \$15,537,119.37.
- B. Trustee Dunham made a motion, seconded by Trustee Dickson, to approve the Treasurer's Report for August 2023 as read.
 - 1. Roll Call
 - Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace
 - Nay – 0
 - Motion carried.

VIII. Board & Staff Reports

- A. Trustee Dickson provided positive feedback about Lindenfest. He also attended the 9th Annual Charitable Golf Outing and thanked Chief Jones for his effort.
- B. Trustee Dunham announced the following:
 - 1. Lindenfest was a success. Everyone involved did a great job.
 - 2. November 11, 2023 at 11:00am there will be a Veteran's Day Ceremony at the Veteran's Memorial.
- C. Trustee Chybowski felt Lindenfest was a good event and received positive feedback.
- D. Trustee Suchy thanked everyone associated with Lindenfest and they all did a good job. She received positive feedback from the community.
- E. Trustee Grace received positive feedback about Lindenfest from attendees that were from other communities.
- F. Mayor Marturano announced the following:
 - 1. Lindenfest was well received and was given positive feedback. Some were nervous about the increased police presence, but they understood the need.
 - 2. October 11, 2023 is the Lakes High School homecoming parade. Line-up is at 5:15pm for those that can attend.
- G. Village Administrator Clay Johnson
 - 1. The Ziegler Nissan payment listed within the Bill Report is for the 50/50 sales tax rebate.
 - 2. Citizens Academy had its first session. The Wastewater Treatment Plant tour will start the next session.
- H. Police Chief Tom Jones reported on the following:
 - 1. The 9th Annual Charitable Golf Outing had record numbers with sponsors and attendees.
 - 2. Thank you to Trustee Dickson and neighbors for sponsoring Venetian Night.

IX. Public Comment on Agenda Items

A. None.

X. New Business

A. Approval: Master Agreement for Energy Costs, Maintenance Costs, and Future Costs of County-Owned and Village-Owned Traffic Control Devices- Lake County

1. Responsibilities and costs for traffic signals at Village and County shared intersections are defined within the Master Agreement with Lake County. The Village and County share the same division of costs as set forth prior to the formalized agreement. Going forward, this Agreement will allow additional signals to be added by making an amendment to Exhibit A, while maintaining the current Master Agreement. Reducing time and cost to review proposed additional traffic signal(s) is a benefit to entering into this Agreement with Lake County. Additionally, approving this Agreement will make the billing process easier when traffic signals need to be maintained.

2. Trustee Chybowski made a motion, seconded by Trustee Dunham to approve a Master Agreement with Lake County for the energy costs, maintenance costs, and future costs associated with County-Owned and Village-Owned Traffic Control Devices.

a. Roll Call

Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace

Nay – 0

Motion carried.

B. Approval of Mayoral Appointment: Tom Heinrich to Police Pension Board.

1. Tom Heinrich has been selected by the Mayor to fill the Police Pension Board vacancy. As the Director of Human Resources at the College of Lake County for more than 18 years, Mr Heinrich would bring previous experience with pensions and disability claims.

2. Trustee Dickson made a motion, seconded by Trustee Grace to approve the Appointment of Tom Heinrich to the Police Pension Board.

a. Roll Call

Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace

Nay – 0

Motion carried.

XI. Public Comment

A. A member of the public wished to express the following:

1. How well Lindenfest ran. There was positive feedback about the increased police presence, as well as the carnival, entertainment, and food.

2. How great Linden Plaza looks. It was nice to see some improvements.

3. Venetian night a success. The lighting on the boats was great and there was good participation. He commended Trustee Dickson on organizing a block party before the parade.

XII. Executive Session

A. None.

XIII. **Adjournment**

- A. Trustee Chybowski made a motion, seconded by Trustee Suchy to adjourn the meeting.
 - 1. Voice Vote
 - Aye - 6
 - Nay - 0
 - Motion carried.
 - 2. The meeting was adjourned at 7:21pm.

Date approved _____

Dominic Marturano, Mayor

Melissa Forsberg, Village Clerk

Fund	Department	BOTH OPEN AND PAID Line Item	Item Description	Amount
ADVANCED CHIROPRACTIC				
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CAPITAL FEES	UB refund for account: 030204245	147.68
			Vendor Total:	147.68
AEP ENERGY				
GENERAL FUND	PUBLIC WORKS	STREET & TRAFFIC CTR LIGHTING	ELECTRIC SERVICE STREET LIGHTS -	337.65
GENERAL FUND	PUBLIC WORKS	STREET & TRAFFIC CTR LIGHTING	ELECTRIC SERVICE STREET LIGHTS -	7,569.71
			Vendor Total:	7,907.36
ALL TRAFFIC SOLUTIONS INC.				
GENERAL FUND	POLICE	EQUIPMENT MAINTENANCE	TRAFFIC CALMING DEVICE MAINTENEN	1,500.00
			Vendor Total:	1,500.00
AMERICAN GASES CORPORATION				
GENERAL FUND	PUBLIC WORKS	OPERATING SUPPLIES	GAS CYLINDERS	48.75
			Vendor Total:	48.75
ANITA MARY ARCHAMBEAU				
ECONOMIC DEVELOPMENT FUND		OTHER PROFESSIONAL SERVICES	ANITA PAY - AUGUST 2023	2,112.00
			Vendor Total:	2,112.00
AWARDS BY KAYDAN				
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	NAME PLATE FOR KARLEEN	4.00
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	NAME PLATE FOR KARLEEN	1.00
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	NAME PLATE FOR KARLEEN	1.00
GENERAL FUND	POLICE	OPERATING SUPPLIES	NAME PLATE FOR KARLEEN	4.00
			Vendor Total:	10.00
BATTERIES PLUS BULBS				
GENERAL FUND	BUILDING & GROUNDS	REPAIRS & MAINTENANCE	FIRE ALARM MONITOR BATTERY	59.99
			Vendor Total:	59.99
CHRISTOPHER B. BURKE ENGINEERING				
GENERAL FUND	ENGINEERING & BUILDING	MISC ENGINEERING ASSISTANCE	MISC ENGINEERING ASSISTANCE	937.50
			Vendor Total:	937.50
CINTAS				
GENERAL FUND	PUBLIC WORKS	UNIFORMS	UNIFORMS	31.21
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	UNIFORMS	UNIFORMS	46.82
GENERAL FUND	POLICE	BUILDING & GROUNDS MTCE POLICE	MATS FOR PD	103.93
GENERAL FUND	PUBLIC WORKS	UNIFORMS	FIRST AID REFILL - PW	34.31
GENERAL FUND	PUBLIC WORKS	UNIFORMS	FLOOR MATS PW/UNIFORMS	30.68
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	UNIFORMS	FLOOR MATS PW/UNIFORMS	51.13
GENERAL FUND	PUBLIC WORKS	CUSTODIAL SERVICE	FLOOR MATS PW/UNIFORMS	69.03
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CUSTODIAL SERVICE	FLOOR MATS PW/UNIFORMS	104.83
			Vendor Total:	471.94
COLLEGE OF DUPAGE				
GENERAL FUND	POLICE	TRAINING & CONFERENCES	TRAINING - KAMINSKI	600.00
			Vendor Total:	600.00
COMPLETE OFFICE OF WISCONSIN				
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	12.84
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	3.21
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	3.21
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	12.84
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	6.40
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	1.60
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	1.60
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	6.40
			Vendor Total:	48.10
CUMMINS NPOWER, LLC				
GENERAL FUND	PUBLIC WORKS	CONTRACT VEHICLE REPAIRS	FRONT END LOADER THROTTLE CABLE	939.02
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CONTRACT VEHICLE REPAIRS	FRONT END LOADER THROTTLE CABLE	626.02
			Vendor Total:	1,565.04
DAM, SNELL, & TAVEIRNE, LTD.				
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	ACCOUNTING SERVICES	765.00
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CONTRACT ACCOUNTING SERVICE	ACCOUNTING SERVICES	3,060.00
			Vendor Total:	3,825.00
DAVE'S TRANSMISSION, INC.				

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INVOICE DUE DATES 09/12/2023 - 09/25/2023
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Fund	Department	BOTH OPEN AND PAID Line Item	Item Description	Amount
GENERAL FUND	POLICE	VEHICLE SERVICE	OIL CHANGE - #82	20.00
GENERAL FUND	POLICE	VEHICLE SERVICE	OIL CHANGE - #87	20.00
			Vendor Total:	40.00
DAVID JOSEFORSKY - R				
UTILITY FUND 60	WATER	WATER USAGE	UB refund for account: 021231148	38.08
UTILITY FUND 60	SEWER	SEWER USAGE	UB refund for account: 021231148	35.92
REFUSE & RECYCLING 30		GARBAGE COLLECTIONS	UB refund for account: 021231148	16.95
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CAPITAL FEES	UB refund for account: 021231148	2.97
COMMUNITY CAPITAL		TRANSPORTATION FACILITIES FEE	UB refund for account: 021231148	1.65
			Vendor Total:	95.57
DE LAGE LANDEN FIN SERVICES, INC.				
IT FUND		EQUIPMENT MAINTENANCE	MONTHLY SERVICE AGREEMENT - SHAF	141.12
IT FUND		EQUIPMENT MAINTENANCE	MONTHLY SERVICE AGREEMENT - SHAF	340.11
			Vendor Total:	481.23
DYNEGY ENERGY SERVICES				
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	115.06
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	47.81
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	53.53
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	104.28
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	2,489.52
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	241.80
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	918.42
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	158.74
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	81.65
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	41.73
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	306.07
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	6,539.31
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	5,938.35
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	163.48
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	88.60
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	28.19
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	65.11
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	81.96
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	482.14
			Vendor Total:	17,945.75
EA ENGINEERING, SCIENCE, & TECHNOLO				
GENERAL FUND	ADMINISTRATION	LAKE MANAGEMENT	LAKE MANAGEMENT - FISH SURVEYS	4,987.50
			Vendor Total:	4,987.50
GALLS, LLC				
GENERAL FUND	POLICE	EQUIPMENT MAINTENANCE	EQUIPMENT	560.00
			Vendor Total:	560.00
GEARY ELECTRIC, INC				
GENERAL FUND	PUBLIC WORKS	STREET & TRAFFIC CTR LIGHTING	1460 ROBINCREST - LIGHT HEAD & F	1,763.67
GENERAL FUND	BUILDING & GROUNDS	VETERANS MEMORIAL MTCE	VETERANS MEMORIAL LIGHTS	2,416.78
			Vendor Total:	4,180.45
GRANITE TELECOMMUNICATIONS				
IT FUND		TELEPHONE/INTERNET	TELEPHONE - PW	864.32
IT FUND		TELEPHONE/INTERNET	TELEPHONE - PD	287.90
			Vendor Total:	1,152.22
HAWKINS, INC.				
UTILITY FUND 60	SEWER	FACILITY CHEMICALS	ALUMINUM SULFATE - STOCK	1,818.20
			Vendor Total:	1,818.20
HINCKLEY SPRINGS				
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	WATER FOR VH/PD	55.45
GENERAL FUND	POLICE	OPERATING SUPPLIES	WATER FOR VH/PD	103.48
			Vendor Total:	158.93
ILLINOIS MUNICIPAL LEAGUE				
GENERAL FUND	ADMINISTRATION	TRAINING & CONFERENCE	MAYOR - 2023 ANNUAL CONFERENCE	165.00
			Vendor Total:	165.00
ILLINOIS PUBLIC RISK FUND				

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Fund	Department	BOTH OPEN AND PAID Line Item	Item Description	Amount
LIABILITY INSURANCE 14	ADMINISTRATION	RISK MANAGEMENT CONTRIBUTION	NOVEMBER 2023 WORKERS COMP	5,763.10
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	RISK MANAGEMENT CONTRIBUTION	NOVEMBER 2023 WORKERS COMP	2,058.25
REFUSE & RECYCLING 30		WORKERS COMPENSATION	NOVEMBER 2023 WORKERS COMP	411.65
			Vendor Total:	8,233.00
JOSHUA HELD				
UTILITY FUND 60	WATER	WATER USAGE	UB refund for account: 020639078	5.63
UTILITY FUND 60	SEWER	SEWER USAGE	UB refund for account: 020639078	5.30
REFUSE & RECYCLING 30		GARBAGE COLLECTIONS	UB refund for account: 020639078	4.62
COMMUNITY CAPITAL		TRANSPORTATION FACILITIES FEE	UB refund for account: 020639078	1.02
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CAPITAL FEES	UB refund for account: 020639078	0.92
			Vendor Total:	17.49
JUSTIN MORABITO - R				
UTILITY FUND 60	WATER	WATER USAGE	UB refund for account: 020602237	10.84
UTILITY FUND 60	SEWER	SEWER USAGE	UB refund for account: 020602237	10.22
REFUSE & RECYCLING 30		GARBAGE COLLECTIONS	UB refund for account: 020602237	9.74
COMMUNITY CAPITAL		TRANSPORTATION FACILITIES FEE	UB refund for account: 020602237	1.89
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CAPITAL FEES	UB refund for account: 020602237	1.71
			Vendor Total:	34.40
KRUGER INC				
UTILITY FUND 60	SEWER	SYSTEM REPAIRS & MAINTENANCE	FILTER BACKWASH PUMP	667.49
			Vendor Total:	667.49
LAKE COUNTY CHIEFS OF POLICE				
GENERAL FUND	POLICE	TRAINING & CONFERENCES	LCCPA MONTHLY MEETING	56.00
			Vendor Total:	56.00
LAKE COUNTY HEALTH DEPARTMENT				
GENERAL FUND	ADMINISTRATION	LAKE MANAGEMENT	LAKE WATER TESTING - AUGUST	126.00
			Vendor Total:	126.00
LAKE COUNTY TREASURER				
GENERAL FUND	ENGINEERING & BUILDING	PLAN REVIEW/INSPECTION SERVICE	AUGUST 2023 BUILDING SERVICES	5,466.27
			Vendor Total:	5,466.27
MOTOROLA SOLUTIONS, INC.				
GENERAL FUND	POLICE	EQUIPMENT MAINTENANCE	EQUIPMENT MAINTENANCE	80.00
			Vendor Total:	80.00
NEWS-SUN				
GENERAL FUND	ADMINISTRATION	PRINTING & PUBLICATION	NEWSPAPER SUBSCRIPTION	114.43
			Vendor Total:	114.43
NICOR				
UTILITY FUND 60	SEWER	NATURAL GAS SERVICE	1480 YMCA RD GENERATOR	98.73
UTILITY FUND 60	SEWER	NATURAL GAS SERVICE	405 WOODLAND TRAIL LIFT STATION	98.73
UTILITY FUND 60	SEWER	NATURAL GAS SERVICE	618 CROSSWINDS LN	103.01
			Vendor Total:	300.47
NORTHWEST POLICE ACADEMY				
GENERAL FUND	POLICE	MEMBERSHIP & PROGRAMS	MEMBERSHIP DUES 2023-2024	75.00
			Vendor Total:	75.00
PADDOCK PUBLICATIONS, INC				
GENERAL FUND	ADMINISTRATION	PRINTING & PUBLICATION	PUBLIC NOTICES	46.00
			Vendor Total:	46.00
PAYROLL - EXPENSES				
I.M.R.F./F.I.C.A. 06	ADMINISTRATION	GENERAL ADMIN FICA	PAYROLL- EMPLOYER COSTS	2,537.85
REFUSE & RECYCLING 30		SOCIAL SECURITY CONTRIBUTION	PAYROLL- EMPLOYER COSTS	161.99
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	SEWER/WATER FICA	PAYROLL- EMPLOYER COSTS	2,699.84
I.M.R.F./F.I.C.A. 06	ADMINISTRATION	GENERAL ADMIN FICA	PAYROLL- EMPLOYER COSTS	8.37
REFUSE & RECYCLING 30		SOCIAL SECURITY CONTRIBUTION	PAYROLL- EMPLOYER COSTS	0.53
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	SEWER/WATER FICA	PAYROLL- EMPLOYER COSTS	8.90
			Vendor Total:	5,417.48
PAYROLL - GROSS PAYS				
GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS SALARIES	PAYROLL GROSS COMPENSATION	93.09
REFUSE & RECYCLING 30		SALARIES	PAYROLL GROSS COMPENSATION	93.09
UTILITY FUND 60	WATER	WATER SALARIES	PAYROLL GROSS COMPENSATION	46.54
GENERAL FUND	ADMINISTRATION	ADMIN SALARIES	PAYROLL GROSS COMPENSATION	4,256.68

		BOTH OPEN AND PAID			
Fund	Department	Line Item	Item Description	Amount	
GENERAL FUND	ADMINISTRATION	ADMIN P/T SALARIES	PAYROLL GROSS COMPENSATION	1,810.47	
GENERAL FUND	ENGINEERING & BUILDING	BLDG/ENG SALARIES	PAYROLL GROSS COMPENSATION	1,179.23	
GENERAL FUND	POLICE	SALARIES - ADMIN/RECORDS/CSO	PAYROLL GROSS COMPENSATION	2,000.00	
GENERAL FUND	POLICE	SALARIES - OFFICERS	PAYROLL GROSS COMPENSATION	55,762.63	
GENERAL FUND	POLICE	SALARIES - PART TIME OFFICERS	PAYROLL GROSS COMPENSATION	2,962.58	
GENERAL FUND	POLICE	POLICE OVERTIME	PAYROLL GROSS COMPENSATION	2,579.86	
GENERAL FUND	POLICE	SALARIES-P/T CSO/FRONT DESK	PAYROLL GROSS COMPENSATION	748.80	
GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS SALARIES	PAYROLL GROSS COMPENSATION	14,070.36	
GENERAL FUND	PUBLIC WORKS	PUBLIC WORKS OVER-TIME	PAYROLL GROSS COMPENSATION	1,178.68	
GENERAL FUND	PUBLIC WORKS	ON-CALL/CALL OUT PAY	PAYROLL GROSS COMPENSATION	270.01	
REFUSE & RECYCLING 30		SALARIES	PAYROLL GROSS COMPENSATION	1,625.26	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	S/W OFFICE SALARIES	PAYROLL GROSS COMPENSATION	5,200.07	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	W/S ADMIN P/T SALARIES	PAYROLL GROSS COMPENSATION	1,757.06	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	S/W OFFICE OVER-TIME	PAYROLL GROSS COMPENSATION	16.89	
UTILITY FUND 60	SEWER	SEWER SALARIES	PAYROLL GROSS COMPENSATION	14,070.36	
UTILITY FUND 60	SEWER	SEWER OVER-TIME	PAYROLL GROSS COMPENSATION	1,178.68	
UTILITY FUND 60	SEWER	ON-CALL/CALL-OUT PAY	PAYROLL GROSS COMPENSATION	270.01	
UTILITY FUND 60	WATER	WATER SALARIES	PAYROLL GROSS COMPENSATION	7,035.18	
UTILITY FUND 60	WATER	OVERTIME	PAYROLL GROSS COMPENSATION	589.34	
UTILITY FUND 60	WATER	ON-CALL/CALL-OUT PAY	PAYROLL GROSS COMPENSATION	135.00	
Vendor Total:				118,929.87	
PAYROLL - PROCESSING FEES					
GENERAL FUND	ADMINISTRATION	CONTRACT PAYROLL SERVICES	PAYROLL - PAYLOCITY FEES	216.07	
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	PAYROLL - PAYLOCITY FEES	48.01	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CONTRACT PAYROLL SERVICES	PAYROLL - PAYLOCITY FEES	216.07	
GENERAL FUND	ADMINISTRATION	CONTRACT PAYROLL SERVICES	PAYROLL - PAYLOCITY FEES	36.67	
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	PAYROLL - PAYLOCITY FEES	8.15	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CONTRACT PAYROLL SERVICES	PAYROLL - PAYLOCITY FEES	36.67	
Vendor Total:				561.64	
POLI CONTRACTING					
UTILITY FUND 60	WATER	DISTRIBUTION SYSTEM REPAIRS	VALVE REPLACEMENT - 2309 DEERPAT	9,235.00	
UTILITY FUND 60	WATER	DISTRIBUTION SYSTEM REPAIRS	B-BOX & ROUNDWAY - 426 SHAGBARK	4,290.00	
UTILITY FUND 60	WATER	DISTRIBUTION SYSTEM REPAIRS	WATER MAIN REPAIRS - GELDEN & CF	15,058.00	
UTILITY FUND 60	WATER	DISTRIBUTION SYSTEM REPAIRS	VALVE REPLACEMENT - 2308 SPRINGH	8,465.00	
Vendor Total:				37,048.00	
PRECISION PAVEMENT MARKINGS, INC.					
GENERAL FUND	PUBLIC WORKS	STRIPING	2023 PAVEMENT STRIPING	8,680.29	
Vendor Total:				8,680.29	
RUSSO'S POWER EQUIPMENT, INC					
GENERAL FUND	PUBLIC WORKS	TOOLS	POWER BROOM CLIPS	23.94	
GENERAL FUND	PUBLIC WORKS	TOOLS	CIRCULAR SAW BLADE	74.97	
Vendor Total:				98.91	
SOLENIS					
UTILITY FUND 60	SEWER	FACILITY CHEMICALS	POLYMER	5,610.50	
Vendor Total:				5,610.50	
SPOT-LESS CLEANING					
GENERAL FUND	BUILDING & GROUNDS	CLEANING CONTRACT	CLEANING SERIVICES JULY & AUGUST	1,430.00	
GENERAL FUND	POLICE	BUILDING & GROUNDS MTCE POLICE	CLEANING SERIVICES JULY & AUGUST	1,430.00	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CUSTODIAL SERVICE	CLEANING SERIVICES JULY & AUGUST	561.00	
GENERAL FUND	PUBLIC WORKS	CUSTODIAL SERVICE	CLEANING SERIVICES JULY & AUGUST	374.00	
Vendor Total:				3,795.00	
STRAND ASSOCIATES, INC.					
WATER/SEWER CAPITAL FUND 61	WATER/SEWER CAPITAL	LIFT STATION UPGRADES ENGINEERIN	ENGINEERING - LS UPGRADES	6,918.46	
Vendor Total:				6,918.46	
SUBURBAN DOOR CHECK & LOCK SERVICE					
GENERAL FUND	BUILDING & GROUNDS	REPAIRS & MAINTENANCE	VH - DOOR CLOSERS	1,372.00	
Vendor Total:				1,372.00	
SUN LAKE MATERIALS, INC.					
GENERAL FUND	PUBLIC WORKS	GRAVEL/SHOULDER REPAIR	GRAVEL	986.37	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	GRAVEL/SHOULDER REPAIR	GRAVEL	1,479.56	

09/22/2023 01:30 PM
User: KELLEY
DB: Lindenhurst

VILLAGE OF LINDENHURST Treasurer's Report
INVOICE DUE DATES 09/12/2023 - 09/25/2023
UNJOURNALIZED

Page: 5/5

Fund	Department	BOTH OPEN AND PAID Line Item	Item Description	Amount
GENERAL FUND	PUBLIC WORKS	GRAVEL/SHOULDER REPAIR	GRAVEL	994.44
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	GRAVEL/SHOULDER REPAIR	GRAVEL	1,491.65
			Vendor Total:	4,952.02
SUPER AGGREGATES				
GENERAL FUND	PUBLIC WORKS	GRAVEL/SHOULDER REPAIR	SPOIL HUALING - 5 LOADS	140.00
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	GRAVEL/SHOULDER REPAIR	SPOIL HUALING - 5 LOADS	210.00
			Vendor Total:	350.00
SUZANNE DEKORSI				
GENERAL FUND	PUBLIC WORKS	TREE REPLACEMENT PROGRAM	50/50 TREE REIMBURSEMENT - 1808	165.00
			Vendor Total:	165.00
SWANSON, MARTIN & BELL, LLC				
GENERAL FUND	POLICE	LEGAL EXPENSE	AUGUST 2023 PROSECUTION MATTERS	8,582.00
			Vendor Total:	8,582.00
TEKLAB, INC				
UTILITY FUND 60	WATER	LAB SERVICE	WWTF MONTHY SAMPLING	2,699.60
			Vendor Total:	2,699.60
ULINE				
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	71.86
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	287.44
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	287.44
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	71.86
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	97.30
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	389.20
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	389.20
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	97.30
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	50.06
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	200.24
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	200.24
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	50.06
			Vendor Total:	2,192.20
ULTRA STROBE COMMUNICATIONS				
PRISON REVIEW AGENCY FUND 23	POLICE	PRISON REV VEHICLE & MAINT	LABOR TO INSTALL CONSOLE, COMPUT	563.95
			Vendor Total:	563.95
USA BLUEBOOK				
UTILITY FUND 60	WATER	DISTRIBUTION SYSTEM REPAIRS	DPD TESTING AGENTS	263.71
			Vendor Total:	263.71
			Grand Total:	274,235.39

Fund Totals:

GENERAL FUND 01	140,860.65
I.M.R.F./F.I.C.A. FUND 06	2,546.22
IT FUND 11	1,633.45
LIABILITY INSURANCE FUND 14	5,763.10
COMMUNITY CAPITAL FUND 21	4.56
PRISON REVIEW AGENCY FUND 23	563.95
REFUSE & RECYCLING FUND 30	3,370.02
ECONOMIC DEVELOPMENT FUND 40	2,112.00
UTILITY FUND 60	110,462.98
WATER/SEWER CAPITAL FUND 61	6,918.46
Total For All Funds:	\$274,235.39



MEMORANDUM

DATE: September 21, 2023

TO: Mayor Marturano and the Village Board of Trustees

FROM: Clay T. Johnson, Village Administrator

RE: **Regular Village Board Meeting Agenda Transmittal for September 25, 2023**

New Business

A. Presentation: 2023 Lindenhurst Queens

On Monday, the new Lindenhurst Queens will be in attendance to present their photos to the Village for display within Village Hall.

This year's honorees are:

- Miss Lindenhurst – Danika Huff
- Jr. Miss Lindenhurst – Ivy Catania
- Little Miss Lindenhurst – Addison Dix

B. Ordinance 23-9-2274: Amending Section 111.20 of the Village Code Regarding the Number of Liquor Licenses – Sammie's – 2122 Grand Avenue

The Village has received applications for business and liquor licenses from the owners of Sammie's restaurant which has locations in Round Lake, Round Lake Beach, Grayslake, and Lake Villa. Sammie's is a long-standing establishment serving burgers, gyros, submarine sandwiches, and salads. The owners have interest in occupying a space within the Lindenhurst Center (formerly Linden Plaza) in the former location of Grande Jake's (2122 Grand Avenue).

From a zoning perspective, restaurants are permitted by right within the Community Business (CB) district which would not require any hearings or recommendation from the Village's Plan Commission. However, the business is requesting a class E-V liquor license which would allow for the sale of beer and wine within restaurants and allow for video gaming at the establishment. Included in your materials is the liquor license application, a menu, and floor plan for the establishment.

The floor plan indicates that the restaurant will have seating for 51, which by Village standards would allow for five gaming machines. The request is similar to what was requested by Grande Jake's in 2019 whose floor plan accommodated 59 seats. The Lake Villa and Grayslake locations do not have liquor licenses or video gaming.



C. Bid Award: Village of Lindenhurst Newsletter Graphic Design Services – Locality Studio - \$2,210

Please see the included memorandum from Karleen Gernady, Assistant to the Village Administrator regarding the background and process on this matter. Our staff has designed the in-house newsletter for many years with very few modifications and changes. In that time, we have rolled out a new website and increased social media presence with a new unified color scheme which has made our newsletter appear tired and dated. While we have the ability to manipulate the basic functions and layout of our publishing software, our staff does not necessarily have the proficiency to redesign the newsletter in a way that looks modern and professional. This has led us to include funds within the FY 2023-2024 budget for a professional redesign.

Because the newsletter remains an important source for many residents per the recent community survey, we want to provide a document that is clean and attractive to best convey information. Through our RFP process, we were able to receive proposals from firms which, we believe, will accomplish those goals. Locality Studio, based out of St. Louis, MO, has a staff experienced in municipal government and a client list that meets the Village's needs. The company has municipal clients in Texas and Virginia, creating print and digital materials for marketing and engagement. From their proposal and references, they seem to be the best fit for our goals with this project.

The company has supplied a cost of \$2,210 for their work to provide 4 and 6-page templates to the Village for our newsletter, which comes in under our \$2,500 budget. In addition, they provided a cost of \$65/hour for on-call graphic design services, if we needed them in the future to produce graphics for print or digital media.

D. Discussion and Possible Action: Public Works Replacement Truck – Victor Ford - \$90,605.26

The Fiscal Year 2023-2024 budget included the replacement of one of our Public Works trucks to a Ford 750 as we look to reduce the number of five-yard dump trucks within the fleet. Earlier this year, the Village purchased a Ford 750 chassis through Lindco who then sends the truck for outfitting and delivery. The truck purchased this year has not started the outfitting process and likely will not be completed this fiscal year. Outfitting costs are paid upon delivery of the vehicle.

Next year, the Village anticipates replacing another truck with a Ford 750 per our replacement schedule. With the recent, but ongoing labor union strike and supply chain issues remaining as an obstacle, Public Works fears the ability to get a truck in a timely fashion – one that would coincide with a regular budget cycle. With those considerations in mind, our Public Works staff has located a Ford 750 on the lot at Victor Ford in Wauconda. If the Village were able to buy the vehicle, we could then outfit it as part of next year's



budget. The advantage in this scenario is that we own the truck outright and can competitively quote the outfitting to respective outfitting companies.

From a budget perspective, the Village has spent \$93,320 of \$220,000 within the Vehicle Replacement Fund for replacement Public Works vehicles. This leaves \$126,680 available within the expense line. There are no more anticipated expenses out of this line this fiscal year and allow for the Village to end the year under budget on this item. A hold has been placed on the vehicle with Victor Ford, if the Village Board authorizes the waiving of bids and to move forward with the purchase, Public Works will inform the dealer. Staff will include only the outfitting of trucks within the Vehicle Replacement Fund budget for FY 2024-2025.



Suggested Motion

- B. Move to adopt Ordinance 23-9-2274 amending section 111.20 of the Village Code regarding the number of liquor licenses for an addition E-V license for Sammie's (2122 Grand Avenue).**

Roll Call:

_____	_____	_____	_____	_____	_____
Dickson	Dunham	Rosten	Suchy	Chybowski	Grace

ORDINANCE NO. 23-9-2274

VILLAGE OF LINDENHURST

LAKE COUNTY, ILLINOIS

Published in Pamphlet Form by Authority of the

President and Board of Trustees

of the

Village of Lindenhurst, Lake County, Illinois

Date of Publication: September 25, 2023

ORDINANCE NO. 23-9-2274

**AN ORDINANCE AMENDING SECTION
111.20 OF THE VILLAGE CODE OF
LINDENHURST, LAKE COUNTY, ILLINOIS**

BE IT ORDAINED by the President and Board of Trustees of the Village of Lindenhurst, Lake County, Illinois, as follows:

SECTION I: That Section 111.20 of Chapter 111 of the Code of Ordinances of the Village is amended by repealing Section 111.20 thereof and substituting in lieu thereof a new Section 111.20 as follows:

111.20 NUMBER OF LICENSES.

The following number of licenses shall be permitted in each license class:

Class	Number of Licenses
A	2
A-V	3
AA	0
AA-V	2
B	8
BYOB	0
C	0
C-V	0
D	0
D-V	0
E	2
<u>E-V</u>	<u>2</u>
E-1	1
F	0
G	1

SECTION II: All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

SECTION III: This Ordinance shall be in full force after its passage, approval and publication in pamphlet form as provided by law.

Passed and Approved by the President and members of the Board of Trustees of the Village of Lindenhurst, Illinois, this 25th day of September, 2023.

ATTEST:

VILLAGE PRESIDENT

Village Clerk

TRUSTEES

AYE

NAY

Patty Chybowski
Patrick Dickson
Patrick Dunham
Ronald Grace
Heath Rosten
Dawn Suchy

Liquor License Application

[Print](#)

Submitted by: David Keith

Submitted On: 2023-08-10 11:50:50

Submission IP: (75.30.99.186)
proxy-IP (raw-IP)

Assigned To: Kelley Stokes

Due Date: Open

Status: Open

Priority: Normal

Attachments

- [sammies.jpg](#) - 2023-08-10 11:50:51 am
- [sammies.jpg](#) - 2023-08-10 11:50:51 am
- [sammies.jpg](#) - 2023-08-10 11:50:51 am
- [sammies.jpg](#) - 2023-08-10 11:50:52 am



Liquor License Application

Please fill out this application completely; failure to do so will result in rejection of your application.

\$200 First-Time Application Fee

* CLASS OF LIQUOR LICENSE

CLASS E-V (Beer & Wine On-Premises for Consumption with Food, Video Gaming): \$1,100 Annually

Make Check Payable to Village of Lindenhurst

REQUIRED DOCUMENTS:

1. Copy of current **State Liquor License**.
2. Copy of **Certificate of Insurance** (not the Policy Declaration), if alcohol will be consumed on the premise.
3. Copy of **Driver's License(s)** of each stakeholder listed under OWNERSHIP INFORMATION (for first-time applications).

* Upload a File

No file chosen

The Upload a File field is required

State Liquor License

Upload a File

No file chosen

Stakeholder #1

Upload a File

No file chosen

Stakeholder #2

* Upload a File

No file chosen

The Upload a File field is required

Certificate of Insurance

Upload a File

No file chosen

Stakeholder #3

Upload a File

No file chosen

Stakeholder #4

APPLICANT - CORPORATE INFORMATION

* FEIN

T.B.D.

Federal Employer Identification Number

* IBT

T.B.D.

Illinois Business Tax Number

DOING BUSINESS AS (DBA)

* DBA Name

Sammies

Doing Business As (in Lindenhurst)

* DBA Phone

847-361-2970

Phone for Lindenhurst Location

* DBA Address

2122 Grand Ave Lindenhurst IL. 60046

in Lindenhurst

* DBA Email

Thurston3@aol.com

Business Email

* Make Public on Lindenhurst Business Directory?

☐ Yes

☒ No

BILLING/CORRESPONDENCE INFORMATION

* First Name

David

Billing Contact

* Last Name

Keith

Billing Contact

Billing Address

City

State

Zip Code

if different from DBA

Phone

Ex. (123) 456-7890

if different from DBA

* Email

Thurston3@aol.com

if different from DBA

STATUS OF BUSINESS

Select the applicable Type of Business Entity (sole proprietorship, partnership, Illinois corporation, foreign corporation, or limited liability company) which corresponds to your business' official papers filed with the Office of the Illinois Secretary of State.

Type of Business Entity

LLC



BUSINESS FORMATION INFORMATION

Based on the Type of Business Entity selection, provide: the date of the filing of the sole proprietorship with the county clerk; in the case of a partnership, the date of formation of the partnership; in the case of an Illinois corporation, the date of its incorporation; in the case of a foreign corporation, the foreign state where it was incorporated and the date, as well as the date of its becoming qualified under the "Business Corporation Act of 1983" to transact business in the State of Illinois; or in the case of a limited liability company, the date of formation of such entity.

SOLE PROPRIETORSHIP: Date filed with County Clerk

MM/DD/YYYY

Format: MM/DD/YYYY

PARTNERSHIP: Date of Formation

MM/DD/YYYY

Format: MM/DD/YYYY

ILLINOIS CORPORATION: Date of Incorporation

MM/DD/YYYY

Format: MM/DD/YYYY

FOREIGN CORPORATION

LLC

Not-for-Profit

T.B.D.

State of Incorporation

Illinois Secretary of State File #

State Qualified to do Business in Illinois

ELIGIBILITY QUESTIONS

* 1) Are you delinquent in payment of ROT (Sales Tax)?

☐ Yes ☒ No

* 2) Are you delinquent under the Cash Beer Law?

☐ Yes ☒ No

* 3) If a Retailer, are you delinquent under the 30-Day Credit Law?

☐ Yes ☒ No ☐ Does Not Apply

* 4) If a Distributor, are you delinquent under the 15-Day Credit Law?

☐ Yes ☐ No ☒ Does Not Apply

* 5) Have you ever been denied a Liquor License?

☐ Yes ☒ No

If yes, where?

Why?

5)a.

5)b.

* 6) Have you ever had a previous Liquor License suspended or revoked?

☐ Yes ☒ No

If yes, where?

Why?

6)a.

6)b.

* 7) Have you ever been convicted of a Felony?

☐ Yes ☒ No

If yes, where?

What Felony?

7)a.

7)b.

* 8) Have you ever been convicted of a Gaming Offense?

☐ Yes ☒ No

If yes, where?

What Offense?

8)a.

8)b.

OWNERSHIP INFORMATION

Provide the owner/officer/partner information in accordance with the business status described under STATUS OF BUSINESS. This information must be submitted for all owners/officers/partners. The same information must be submitted for shareholders with interests equal to or exceeding 5%.

The following information must be provided for each individual applicant, sole proprietor, partner, corporate officer or director (whether or not they own any stock), shareholder owning in the aggregate stock equal to or more than 5% (including officers, directors and shareholders with stock equal to or more than 5% for all corporate shareholders), and/or manager or agent conducting the business. Indicate the total percentage of stock of the corporation, if any, which is held by persons who hold less than a 5% interest. **All not-for-profit organizations and associations must provide the requested information for all corporate officers, directors and managers.**

A)

Keith
Last Name

Michael
First Name

D
Middle Initial

Owner
Title/Position

Street Address

City

State

Zip Code

.	Date of Birth	.	.	.
██████████	██████████	██████████	██	66.66%
Phone	Format: MM/DD/YYYY	Social Security Number	Sex	% Owned

B)

Guinta	Joseph	J	Owner
Last Name	First Name	Middle Initial	Title/Position

██████████	██████	██	██████
Street Address	City	State	Zip Code

.	Date of Birth	.	.	.
██████████	██████████	██████████	██	33.33%
Phone	Format: MM/DD/YYYY	Social Security Number	Sex	% Owned

C)

.	.	.
██████████	██████████	██████████
Last Name	First Name	Middle Initial
██████████	██████████	██████████
Street Address	City	State
██████████	██████████	██████████
Street Address	City	State
██████████	██████████	██████████

.	Date of Birth	.	.	.
Ex. (123) 456-7890	MM/DD/YYYY	██████████	██	33.33%
Phone	Format: MM/DD/YYYY	Social Security Number	Sex	% Owned

D)

.	.	.
██████████	██████████	██████████
Last Name	First Name	Middle Initial
██████████	██████████	██████████
Street Address	City	State
██████████	██████████	██████████
Street Address	City	State
██████████	██████████	██████████

.	Date of Birth	.	.	.
Ex. (123) 456-7890	MM/DD/YYYY	██████████	██	33.33%
Phone	Format: MM/DD/YYYY	Social Security Number	Sex	% Owned

*** E)**

0

Total Percentage of all stock held by all persons with less than 5% interest.

LOCAL MANAGER INFORMATION

* First Name	* Last Name	* Phone
David	Keith	██████████
Manager	Manager	Manager

CURRENT RETAIL LIQUOR LICENSE IN OTHER STATES

Do you currently hold five or less retail liquor licenses in other states? If yes, please provide the following information for each out-of-state liquor license.

Business Name 1	City	State
Business Name 2	City	State
Business Name 3	City	State
Business Name 4	City	State
Business Name 5	City	State

BUSINESS LOCATION INFORMATION

A) Business Type

Restaurant

If "Other" business type, please describe

B) Warehousing

If any of your inventory is warehoused, provide the following information:

Street Address	City	State	Zip Code	County

C) Rights to the Property

I hereby certify that the property is leased from the landlord.

TRAINING PROGRAM REQUIRED

https://codelibrary.amlegal.com/codes/lindenhurstil/latest/lindenhurst_il/0-0-0-3506

1. See the above link for additional documentation required for display and/or submission to the Village.
2. Submit a complete list of employees.
3. Attach copies of Basset Certification for each employee.

*** Upload a File**

Choose File No file chosen

The Upload a File field is required

List of Employees

Upload a File

Choose File No file chosen

Basset Certification 1

Upload a File

Choose File No file chosen

Basset Certification 2

Upload a File

Choose File No file chosen

Basset Certification 3

Upload a File

Choose File No file chosen

Basset Certification 4

Upload a File

Choose File No file chosen

Basset Certification 5

Upload a File

Choose File No file chosen

Basset Certification 6

Upload a File

No file chosen

Basset Certification 7

Upload a File

No file chosen

Basset Certification 10

Upload a File

No file chosen

Basset Certification 13

Upload a File

No file chosen

Basset Certification 8

Upload a File

No file chosen

Basset Certification 11

Upload a File

No file chosen

Basset Certification 14

Upload a File

No file chosen

Basset Certification 9

Upload a File

No file chosen

Basset Certification 12

Upload a File

No file chosen

Basset Certification 15

CERTIFICATION

I, the undersigned, the applicant or authorized representative thereof, swear or affirm that the matters stated in the foregoing application are true and correct, are made upon my personal knowledge and information, are made for the purpose of requesting the Liquor Commissioner to issue the license herein applied for, and that the applicant is qualified and eligible to obtain the license applied for.

I further swear or affirm that the applicant will not violate any of the laws of the United States of America or the State of Illinois; in particular, the Liquor Control Act and the Civil Rights section thereof.

ELECTRONIC SIGNATURE AUTHORIZATION

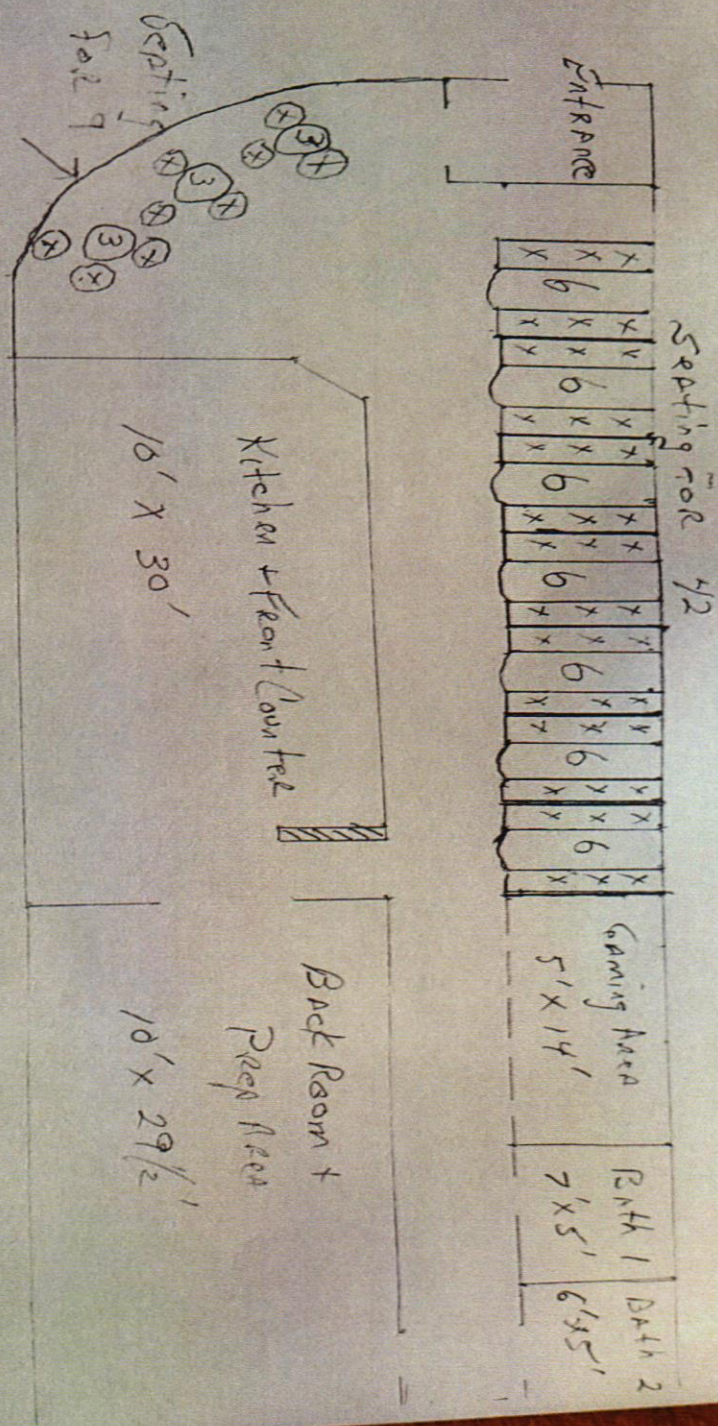
* By typing my full name to the right, I agree to electronically sign this document and assert that I have read, understand and agree to the aforementioned terms and conditions.

☒ **ELECTRONIC SIGNATURE AUTHORIZED**

* **Signature**

Michael "David" Keith

Type Full Name Here



2122 Grand Ave. Floor Plan

w/ seating for 51

X's = Seating

100% Angus Beef Burgers

Samburger

Mustard, Ketchup, Onion, Pickle, Lettuce, Tomato . . . 4.65
with Cheese . . . 4.95

Double Samburger

Mustard, Ketchup, Onion, Pickle, Lettuce, Tomato . . . 6.24
with Cheese . . . 6.64

Big Sam Daddy

1/4 lb Angus Burger w/ American Cheese, Grilled Onions,
Barbeque Sauce, and topped off with a load of Gyro Meat

1/3 lb. Big Sam

Mustard, Ketchup, Onion, Pickle, Lettuce, Tomato . . . 5.65
with Cheese . . . 6.04

Authentic Gyros

Regular Gyros Sandwich

(Cucumber Sauce, Onions and Tomato) . . . 6.19

Extra Meat Gyros Sandwich

(Cucumber Sauce, Onions and Tomato) . . . 7.69
Try Feta Cheese on Gyros50

Italian Sandwiches

Italian Beef 6.39

Cheezy Italian Beef 6.99

Super Beef (50% larger) 8.89

Italian Sausage 5.29

Combo 7.79

Meatball 5.29

Peppers50¢ Red Sauce50¢

Mozzarella cheese on any of the above . . .60¢

Submarines

All served with onions, lettuce, tomato, pickle and
your choice of mustard, mayo or dressing.

Turkey Breast Submarine (96% Fat Free) 6.75

Ham & Cheese Submarine 6.75

Italian Submarine 6.95

Roast Beef Submarine 8.89

Veggie Submarine (w/2 cheeses) 6.50

Kids Menu

1 Corn Dog w/ fries & small Drink 5.34

2 Chicken Fingers w/ Fries & small Drink . . . 5.34

Vienna Beef Hot Dogs

Chicago Style

(Mustard, Relish, Onions, Tomato, Pickle, Cucumber & Celery Salt) . . . 3.19

Cheese Dog 3.49

Chili Dog 3.79

Chili Cheese Dog 4.09

Jumbo 1/3 lb Vienna Polish Sausage 5.25

Corn Dog 3.19

Sandwich Favorites

Grilled Chicken Breast 6.29

6 oz. Chicken with Mayo, Lettuce, Tomato & Cheese

Angus Steak Sandwich 7.89

6 oz. Sirloin with onion, Lettuce & Tomato

Angus Steak Delight 8.39

Lean & Tender 6 oz. Sirloin with Green Peppers,
Grilled Onions & Mozzarella Cheese on French Bread

Fish Sandwich 4.09

with Cheese, Lettuce & Tartar Sauce

Spicy Chicken Sandwich 6.29

with Cheese, Lettuce, Tomato & Mayo

Chicken Fajita on Pita 6.79

Seasoned Chicken with grilled mushrooms, onions, &
peppers topped with mozzarella cheese on pita bread!

Philly Cheese Steak Sandwich 6.79

Served with Green Peppers, Grilled Onions, Mozzarella
Cheese & Cheddar Cheese on French Bread

Johnsonville Bratwurst 4.99

Salads

French, Italian, Thousand Island, or Ranch

Turkey Breast Salad 7.25

Grilled Chicken Breast Salad 7.25

Dinner Salad 5.59



Small 1.89 Medium 2.09 Large 2.49

Coke • Root Beer • Diet Coke • Sprite • Coke Zero • Cherry Coke

Orange • Pink Lemonade • Raspberry Tea • Iced Tea

Drinks

Dinners

All Dinners Served With French Fries and Cole Slaw

Gyros Plate 8.29
(Cucumber Sauce, Onions and Tomato)

Extra Meat Gyros Plate 9.29
(Cucumber Sauce, Onions and Tomato)

Steak Delight Dinner 9.89

6 oz. Center Cut Black Angus, served with Grilled Onion,
Green Peppers, & Mozzarella Cheese

Sirloin Steak Sandwich 9.39

6 oz. Center Cut Black Angus, very tender, served with
Onion, Lettuce, Tomato, Pickles on French Bread

21 Piece Shrimp Basket 6.69
(Shrimp / Coleslaw and French Fries)

Rib Dinner - 1/2 Slab 12.99

Full Slab 16.99

Side Orders

French Fries reg 2.49 lg 3.99

Chili Cheese Fries reg 3.99 lg 5.39

Batter Dipped Onion Rings . . . reg 2.89 lg 5.29

Deep Fried Mushrooms reg 3.29 lg 5.89

Mozzarella Sticks reg 3.79 lg 7.24

Cheddar Cubes reg 3.79 lg 7.24

Poppers (Cheddar or Cream Cheese) 4.99

Buffalo Wings 6 / 6.25 . . . 12 / 11.99

Chicken Fingers 4.49

Tamale 2.29

Pizza Puffs 3.49

Chili or Soup 3.79

Cup of Cheddar Cheese99

Cup of Red Sauce50

Cup of Peppers50

Cup of Cucumber Sauce40

Bacon on any Sandwich 1.29

Cole Slaw99

Shakes

Small 2.99 Medium 3.69 Large 4.99

Chocolate • Vanilla • Strawberry • Butterscotch

Banana • Cherry • Dreamsicle • Pineapple

Malts add .35¢

6/2020

Prices subject to change.

Every Day Store Special

In Store or Pick up "ONLY"
All Specials Include
Small French Fries & Medium Drink

- 1** Double Samburger **\$9.24**
- 2** Grilled Chicken Breast **\$8.93**
- 3** Italian Beef Sandwich **\$9.89**
- 4** Chicago Style Reg. Vienna Hotdog **\$6.74**
- 5** Meatball Or Italian Sausage Sandwich **\$8.24**
- 6** 1/3 lb. Big Samburger **\$8.84**
- 7** Jumbo Vienna Polish **\$8.24**
- 8** Gyro Value Meal **\$9.24**
- 9** Two Vienna Hotdog Deal **\$9.24**
- 10** Johnsonville Bratwurst **\$7.79**

**Share your Sammies
 Experience with us.**

Visit www.sammies.biz

and send an email.

Ask about our Rewards Program

Sammies Caters!

Ultimate Party Pack \$159.99

5 lbs of Scala's Italian Beef & Gravy
 20 Italian Sausage
 7 Loaves of French Bread
 Hot and Sweet Peppers
 28 Chicken Wings with Ranch Dip
 Half Salad Tray

Beef Party Pack \$79.99

Makes approximately 25-30 Sandwiches

5 lbs of Scala's Italian Beef & Gravy
 4 Loaves of French Bread
 Hot and Sweet Peppers

Gyro Party Pack

6 Gyros - \$ 29.99
 12 Gyros - \$ 54.99

Hot Wing Tray

25 Piece Hot Wing Tray \$ 22.99
 50 Piece Hot Wing Tray \$ 41.99

"Beef by the Pound"

"Gyro by the Pound"

\$11.95 lb. (2 lb minimum)

House Garden Salad

Half Pan serves 10-15 \$ 15.99
 Full Pan serves 15-20 \$ 28.99

Mostaccioli

Half Pan serves 12-15 \$ 24.95
 Baked with Cheese \$ 28.95
 Full Pan serve 25-35 \$39.95
 Baked with Cheese \$ 45.95

Sammies On Rollins

Chicago Style Sandwiches

since 1964

215 W. Rollins Road
 Round Lake Beach, IL 60073

546-4674

PHONE AHEAD FOR FAST PICK-UP
 OPEN DAILY 10:00 & SUNDAY 11:00



Print Your Own Coupons at
www.sammies.biz

VISIT Our Other SAMMIES LOCATIONS

GRAYSLAKE

799 Belvidere Road (Rt 120 near 83)

LAKE VILLA

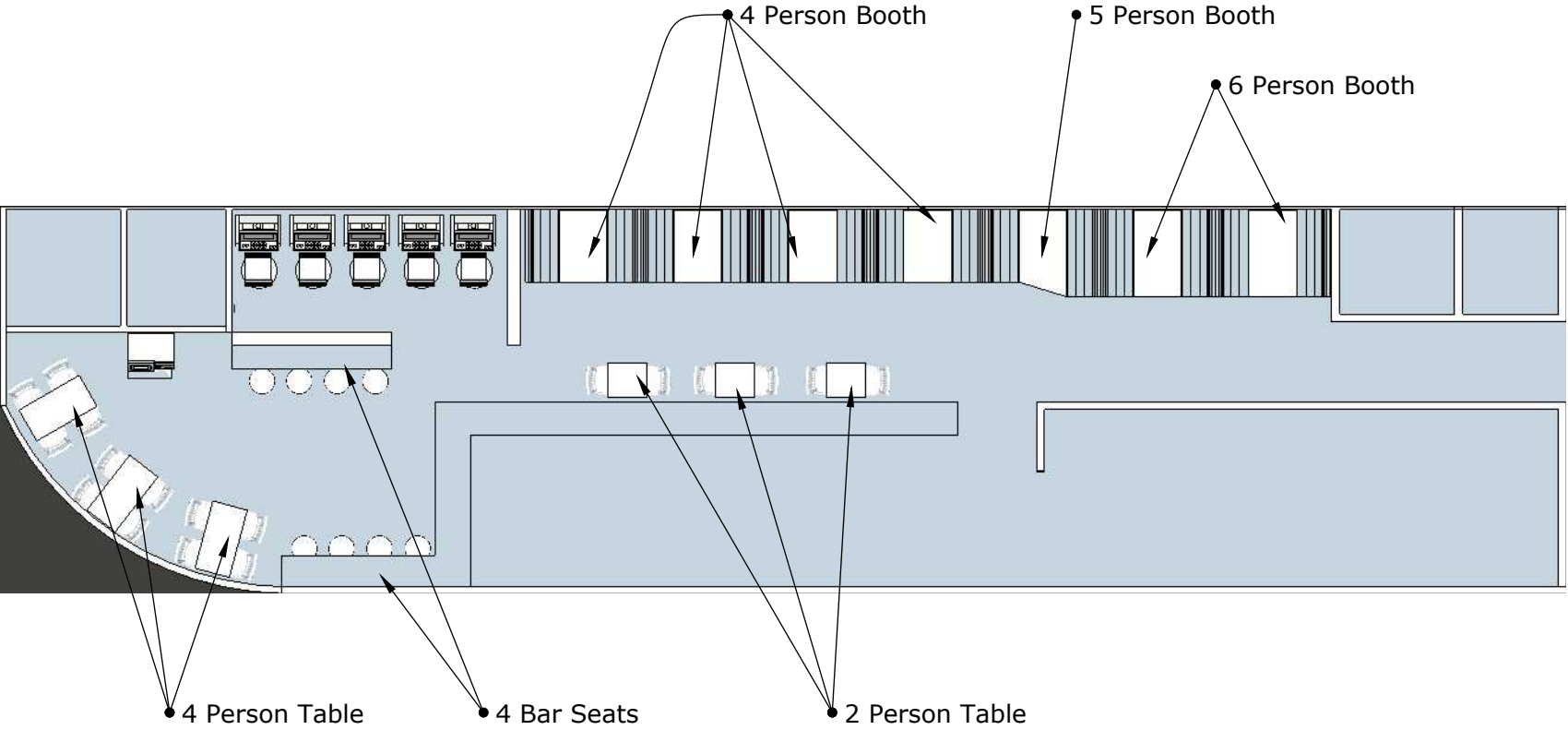
216 Milwaukee Ave. (RT 83 1/2 mile past Grand Ave.)

ROUND LAKE

728 N. Fairfield Road (Fairfield & Rt 134)

Seating Plan
Grande Jakes Mexican Grill
2122 E Grand Ave
Lindenhurst, IL 60046

33 Booth Seats
18 Table Seats
8 Bar Seats
59 Total





Suggested Motion

- C. Move to authorize the Village Administrator to enter into a service agreement with Locality Studio for graphic design services in an amount not to exceed \$2,210 to be paid from the General Fund.

Roll Call:

_____	_____	_____	_____	_____	_____
Dickson	Dunham	Rosten	Suchy	Chybowski	Grace



Village of Lindenhurst **GRAPHIC DESIGN SERVICES FOR NEWSLETTER**

Submitted by: Locality Studio LLC on September 14, 2023



Locality Studio LLC
5106 Hampton Ave., Ste. 207, St. Louis, MO 63109
www.LocalityStudio.com | 314-440-5676

5106 Hampton Ave., Ste. 207
St. Louis, MO 63109

katie@localitystudio.com
www.LocalityStudio.com
314-440-5676

September 14, 2023

Clay Johnson, Village Administrator
2301 E Sand Lake Road
Lindenhurst IL, 60046

RE: RFP - GRAPHIC DESIGN SERVICES FOR VILLAGE OF LINDENHURST NEWSLETTER

Dear Mr. Johnson,

Locality Studio LLC is excited to submit the following proposal for the Village of Lindenhurst's RFP. As "Creatives for Places," my firm works with a variety of community-driven clients like yours such as cities, neighborhood groups, quasi-governmental entities, nonprofits, small businesses, and more. We are rooted in urban planning and provide graphic design, branding, web design/development, and public engagement. Locality Studio's unique set of qualifications represent our skills to create useful, engaging, and inspiring designs for the Village's newsletter and additional on-call services.

It's clear your residents very much value the Village Voice and we look forward to enhancing its design and potentially page count to continue providing residents fresh information.

We are fortunate to have successfully bid for similar projects, as we are the contracted graphic designer for the City of Georgetown, Texas and the City of Virginia Beach's cultural affairs department (for three years!). We design the monthly printed and digital newsletters for Georgetown (The Reporter). We also create a Spanish version each month and work with their print vendor. Our other on-call services and projects have included many marketing materials such as flyers, illustrations, ads, and billboards all using or building from their existing brand guidelines. We recently won another project with Georgetown to create a logo and brand for their 175th birthday celebration. Locality Studio provides similar services for Virginia Beach, working with three of their brands to create similar materials, including report designs. Lastly, we work with many other clients that require monthly layout designs for their newsletters, magazines, e-newsletters, and more. You can see these and more in this proposal.

As Locality Studio is a creative firm rooted in urban planning, we are able to offer other expertise where needed, including illustration, GIS mapping skills, web design, social media services, and public engagement, all of which are fun to bring into our projects. We work within Adobe Creative Suite typically, but are happy to accommodate other softwares if desired.

Please feel free to see more of our work at www.LocalityStudio.com and @LocalityStudio on social media. As it is our passion to work with and improve communities, working with you all would be a privilege.

Thank you,



Katie McLaughlin
Founder and Creative Director of
Locality Studio, LLC

*We reviewed the Addendum "Answers to Questions for RFP Graphic Design Services for Village of Lindenhurst Newsletter"



LOCALITY STUDIO'S RECENT
PROJECT WITH THE CITY OF
GEORGETOWN, TEXAS.

CONSULTANT PROFILE

Locality Studio LLC is the go-to creative agency for communities with big dreams.

We are a team of designers, planners, and storytellers bridging gaps between communities and design. Our work is backed by research and analysis, public engagement, and creative problem solving. Locality Studio provides branding, graphic design, web design, and engagement services to communities, nonprofits, small businesses, and more.

We are Creatives for Places

Locality Studio is rooted in urban planning, as Founder and Creative Director, Katie McLaughlin, holds a Masters in City Planning with a focus on urban design. She brings her experience of working with cities as a planner into her creative work at Locality Studio ensuring well-rounded design processes and decisions. Other than Katie, Locality Studio works with a group of talented subcontractors.

Key Services:

Graphic Design

- Print and digital marketing collateral
- Reports and proposals
- Print and digital advertisements
- Mapping (GIS and Adobe CC)
- Social media posts
- Print and digital newsletters
- Signage
- Presentations
- Illustration

Branding

- City/organizational branding
- Event branding
- Sub-identity branding
- Brand refreshes

Web Design

- Wordpress and Squarespace development
- Website edits

Public Engagement

- Surveys
- Presentations
- Meeting conceptualization, facilitation

FOUNDED: 2019; LLC, State of Missouri

OFFICE: 5106 Hampton Ave., Suite 207
St. Louis, MO 63109

CONTACT: katie@localitystudio.com
314-440-5676

KATIE MCLAUGHLIN

Founder and
Creative Director

katie@localitystudio.com
314-440-5676

BACKGROUND

Katie McLaughlin is a designer and urban planner with a passion for community-driven projects. Her firm, Locality Studio LLC, focuses on places and design as it is rooted in urban planning. It works with governmental entities, nonprofits, and small businesses as they affect community well-being, providing placemaking, branding, public engagement, and graphic/web design.

Prior to Locality Studio, Katie was an urban planner and designer at Teska Associates, Inc. in Chicago and Development Strategies in St. Louis. Her consulting work focused on public engagement, land use and zoning, urban design, and graphic/web design. Katie worked on a variety of comprehensive, transportation, and neighborhood plans. She thrives on working with and for communities. Since starting Locality Studio, Katie has built relationships with communities throughout St. Louis and the country. She has collaborated with other firms and skilled subcontractors wherever their expertise is needed. Katie continues to use her background of complex analysis and storytelling to guide her design projects. During this time, Katie also started her own Etsy Shop where she sold her paintings and community maps.

CORE COMPETENCIES

Placemaking: existing conditions research; goals, objectives, and strategy development; urban design; mapping; implementation

Branding: research analysis, collaboration, visual identity, implementation

Public Engagement: goal development; creative engagement creation; survey development; facilitation; presentation design

Graphic/Web Design: marketing materials, signage, social media; wireframing; website design and development

RECENT/ON-GOING PROJECTS

i5 Planning Group

Katie assists i5 with a variety of urban planning projects and public engagement, while consistently designing branded materials and outreach materials for projects.

City of Virginia Beach

Katie works with the Cultural Affairs department to design social media posts, invitations, branding, maps, brochures, and more for their events and programs.

City of Georgetown, Texas Graphic Design

Katie works with the city to develop their monthly newsletters as well as all other graphic materials needed by the city.



EDUCATION

Masters in City Planning
Urban Design Concentration
University of Pennsylvania

Bachelors in Urban Affairs
Saint Louis University

SOFTWARE + SKILLS

Illustrator, InDesign, Photoshop,
Premiere Pro, ArcGIS, Rhino,
Sketchup, Microsoft Office

WordPress, Squarespace, Wix,
Weebly, CSS

EXPERIENCE

LOCALITY STUDIO LLC
2017-Present
Owner and Project Manager

LINDBERGH SCHOOL DISTRICT
After-school Art Teacher

CALL NEWSPAPERS
Graphic Designer

DEVELOPMENT STRATEGIES
Planning Analyst

TESKA ASSOCIATES, INC
Planning Associate

WALLACE, ROBERTS & TODD
Planning Intern

PHILADELPHIA CITY PLANNING
COMMISSION
Urban Design Intern

IMOGEN WILLIAMS

Designer

BACKGROUND

Imi is a graphic designer with over 12 years' experience, working in both freelance and in-house capacities to fulfill briefs and create high-quality designs. She has a versatile design style so that she's able to adjust the finished result following the audience requirements. She prides herself in working as efficiently as possible, problem-solving, managing her time and creating a streamlined workflow.

RECENT/ON-GOING PROJECTS

City of Virginia Beach

Imogen assisted Locality Studio with the setup and layout of the City's recent Interpretive Plan report. She also assist with general graphic design needs from the cultural affairs department.

Excel Business Concepts

Imogen worked with Locality Studio to refresh EBC's branding and designed a multitude of materials.



EDUCATION

BA Hons Graphic Design
Barbourne School of Art &
Design | Worcester College of
Technology

ND Graphic Design
Barbourne School of Art &
Design | Worcester College of
Technology

SOFTWARE + SKILLS

Illustrator, InDesign, Photoshop,
digital and print, editorial layout
and hierarchy, Mailchimp,
Microsoft Office, Campaign
Monitor, Send In Blue

EXPERIENCE

INDEPENDENT DESIGNER &
FREELANCER
2019-Present

3DTOTAL.COM & 3DTOTAL
PUBLISHING
Lead Designer/Design Manager

NINETYFIVE CREATIVE
Graphic Designer

MODUS CREATIVE AGENCY
Junior Designer

THE HOTHIVE PUBLISHING
In-house Artworker

LYNDEN MCALLISTER

Designer

BACKGROUND

Lynden is a designer and artist with a passion to combine art and technology. She has experience in creating brand identities, promotional materials, websites, social media content, and illustrations. Lynden is a determined worker who works best both individually and in groups. She will always strive to bring her creative flare to make a project come to life.

RECENT/ON-GOING PROJECTS

Georgetown Texas 175th Graphic Design

Lynden assists Georgetown with a variety of graphic design needs for the city, such as logo design and promotional materials.

Women in Planning & Development Logo Design

Lynden assists WP&D with their logo design needs. Most recently she assisted their rebrand.

Outside Literary Magazine

Lynden worked with Outside Lit Mag for many years and became a primary asset for their issue 6 and 7 launch. She was the mind behind the branding and marketing for both issues.



EDUCATION

Bachelors, Communication Design (on-going)

Massachusetts College of Art & Design

SOFTWARE + SKILLS

Illustrator, InDesign, Photoshop, Procreate, Canva, Clipstudio

WordPress, Wix, Square Space

Javascript, Python

EXPERIENCE

OUTSIDE LITERARY MAGAZINE Sept 2021 - 2023

Graphic Designer, Media Manager, and Web Designer

FREELANCE

Logo Designer and Illustrator

REFERENCES

MUNICIPAL

City of Georgetown, TX

On-Call Graphic Design, Branding

Aly VanDyke

Director of Communications and Public Engagement

512-630-6210

Aly.VanDyke@georgetown.org

City of Georgetown, TX

On-Call Graphic Design, Branding

Beth Wade

Senior Marketing and Social Media Coordinator

Beth.Wade@georgetown.org

City of Virginia Beach, VA

On-Call Graphic Design

Alex Dye

Media and Communications Coordinator II

Virginia Beach Cultural Affairs Department

757-385-2410

cdye@vbgov.com

OTHER NEWSLETTER-SPECIFIC

Certified Leasing and Finance Professionals (CLFP) Foundation

Quarterly/Annual Newsletter Design

Reid Raykovich

Chief Executive Officer

206-535-6281

reid@clfpfoundation.org

Carondelet Historical Society

Quarterly Newsletter Design

NiNi Harris

niniharrisstl@gmail.com

Michelle Gegg Real Estate

Monthly E-newsletters

Michelle Gegg

Realtor

314-717-1170

mgegg@kw.com

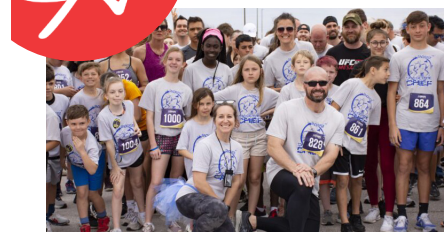


EXAMPLES OF WORK

GEORGETOWN, TX REPORTER

In January 2021, Locality Studio won an RFP process with the City to provide graphic design services. We initially redesigned their monthly newsletter, The Reporter. Soon after, the city rebranded and we redesigned the newsletter again. Throughout it all, we have coordinated with all members of the team and the printer, providing print-ready and screen-ready documents by the deadlines. We also duplicate each month into a Spanish version.

First round of Reporter redesign options:



Chase the Chief 5K and Fun Run MARCH 5

The 11th annual Chase the Chief 5K and Fun Run is planned for March 5. Details will be announced once they have been finalized. To find more information about the Chase the Chief 5K and Fun Run, go to chasethechief.georgetown.org.

Texas Disposal Systems Waste Wizard notification tool

Need a reminder to set out the trash and recycling each week? There's an app for that! Georgetown solid waste and recycling customers can check their collection days, sign up for text or email reminders, and find out how to sort your solid waste and recycling on Texas Disposal Systems' Waste Wizard at texasdisposal.com/waste-wizard.

Georgetown Swirl tickets on sale MARCH 4

Tickets are on sale for the 13th annual Georgetown Swirl, which will be from 5 to 9 p.m. March 4. Enjoy an evening of shopping and live jazz music in downtown Georgetown while sampling Texas wines and cuisine from local restaurants. The cost is \$50 per person. VIP tickets are \$125 each with special benefits. Go to swirl.georgetown.org for details and tickets. Proceeds benefit the Main Street Program Facade and Sign Grant Program.



State of the City save the date FEB 1

The City of Georgetown will host its fourth annual State of the City event at 6 p.m. Feb. 1 in City Hall, 808 Martin Luther King Jr. St. The event will include a look back at major projects and programs completed in 2022 and a look ahead at City projects planned for 2023. More information about the event will be posted to georgetown.org.



Home Repair Program accepting applications

The City of Georgetown Home Repair Program, administered by Habitat of Humanity of Williamson County, provides home repairs for homeowners in Georgetown who meet certain eligibility requirements. Improvements include weatherization; painting; roofing; accessibility renovations; replacement of roofs, windows, and doors; and upgrades to HVAC, plumbing, and electrical systems. For more information about the program, including the application and eligibility requirements, visit housing.georgetown.org/home-repair-program.

The Reporter is a publication of the City of Georgetown Communications and Public Engagement Department. Connect with the City at georgetown.org. NOTE: This newsletter was printed Dec. 14. All information is current through that date.



GEORGETOWN ANIMAL SHELTER: New pet for the holidays? Get a license and make a plan

Did Santa bring you a new puppy or kitten for Christmas? Here are some important things to remember when caring for your new pet.

Welcome your pet with love and patience: Give your friend time to acclimate to the new environment – new smells, sights, and sounds. Introduce them to new experiences slowly and be patient as they learn the new routine. Consider working with a trainer to address behaviors before they become a problem.

Leash your pet: Always leash your pet in public. It is against City ordinances for dogs to be at large in the City limits, and for cats that have not been altered or vaccinated to be at large. It is also against City ordinances to chain or tether your dog unless a person is holding the restraint.

License your pet: All dogs and cats that live within the city limits are required to have an annual city license. The City's pet license requirement helps keep rabies under control by enforcing the rabies vaccination requirements. The cost of a license is \$5 for animals that are spayed or neutered or \$20 for unaltered animals. For residents age 65 and older, the license is free if the pet is spayed or neutered. Free licenses are limited to one per person. Licenses may be obtained online, by phone, email, mail, or at the shelter. Visit pets.georgetown.org/licensing-your-pets for more information.

Take care after your pet: You may not allow an animal to damage private property other than the owner's property. Pick up after your pet by immediately removing any waste on public or private property and properly disposing of it. Free roaming cats that cause a nuisance while off their owner's property can be impounded and their owner can be fined.



Establish a relationship with a veterinarian: Vets are in high demand these days. Don't wait until you have an emergency to take your pet to a vet. If your pet hasn't been spayed or neutered, there are low-cost options out there if you are able to wait several months. Pro tip: If you adopt from a shelter, the animal will already be spayed, neutered and vaccinated.

Learn more about Georgetown's animal-related ordinances at pets.georgetown.org/overview/ordinances.

Here are some additional tips to consider this New Year to ensure pets are safe:

- When making an emergency kit for your family, consider your pet's needs.
- Take a current photo of you and your pet together in case you get separated during a disaster.
- Keep your pet's microchip registration info up to date.
- Put your name and contact information on your pet's ID tag.

Learn more at ready.gov/pets.

Cupid's Chase 5K and Fun Run

The 28th annual Cupid's Chase 5K and Fun Run will take place on Saturday, Feb. 11, in San Gabriel Park. Participants can register to complete in a 5K run/walk for ages 11 and older or a children's 1K Fun Run for ages 10 and younger. Find more information, including registration costs, at cupid.georgetown.org.

Holiday closings

City offices and facilities will be closed Feb. 20 in observance of Presidents Day. There will be regular solid waste and recycling pickup.

Spring and summer program registration | FEB 1

The Georgetown Parks and Recreation Department will open enrollment for its spring and summer programs on Feb. 1. Information about classes and other programs can be found at parks.georgetown.org.

GET MORE INFORMATION

Use the QR code to find additional news from the City of Georgetown and sign up for the Georgetown Weekly.



The Reporter is a publication of the City of Georgetown Communications and Public Engagement Department. Connect with the City at georgetown.org. NOTE: This newsletter was printed Dec. 14. All information is current through that date.



A recent Reporter design (to the right):

EXAMPLES OF WORK

GEORGETOWN, TX ON-CALL

Locality Studio designs an abundance of projects for Georgetown for print and digital uses. We also created their 175th Anniversary branding.



NEWS FROM THE CITY

SEPTEMBER 19, 2022 | VOLUME 19, NO. 9
Para leer el Reportero en español, visite georgetown.org/city-reporter.

Georgetown Reporter



Sales tax election | NOV. 8

Georgetown residents can vote to renew the street maintenance sales tax in the Nov. 8 election.

Revenue from the 0.25 percent City sales tax is dedicated to resurfacing and repair work on city streets. The sales tax will generate an estimated \$6.5 million in 2022.

The street network in Georgetown has more than doubled in the last 20 years from about 400 lane miles in 2002 to nearly 1,000 lane miles in 2022.

Find out more about the sales tax election at georgetown.org.

One-day-a-week watering now in effect

Due to sustained high water use nearing system treatment capacity, the City of Georgetown has enacted Stage 2 of the Drought Contingency Plan, which restricts watering with an irrigation system or hose-end sprinkler to one day per week. Watering with an irrigation system is not permitted at all on Mondays or from noon to 7 p.m. on any day. Watering with a hand-held hose or bucket can be done any day and at any time. Washing a vehicle is only permitted at a commercial car wash. Violations of the irrigation schedule may result in administrative charges on customer bills.

Find more information on rebates, programming your controller how-to videos, and information on our water system at water.georgetown.org. For questions about your utility bills, contact Customer Care at 512-930-3640 or customer-care@georgetown.org.

Labor Day | MONDAY, SEPT. 5

City offices and facilities are closed. No GoGo paratransit bus service. The Visitors Center will be open 11 a.m.-5 p.m. Williams Drive Pool is open; other outdoor pools are closed. Regular solid waste and recycling collection on Monday.

City of Georgetown: Stage 2 Watering Schedule

Addresses ending in:	Can water:
1	Tuesday
2 or 6	Wednesday
0	Thursday
5 or 9	Friday
4 or 8	Saturday
3 or 7	Sunday

No watering on Monday

Good Neighbor Fund

The City of Georgetown is proud to sponsor the Good Neighbor Fund, an assistance program funded entirely by people in our community. The program, administered by The Caring Place, assists eligible Georgetown utility customers who are unable to pay their utility bill. Every dollar helps!

Each year the need far exceeds the funds available. When you sign up for The Good Neighbor Fund, the amount you designate will be added to your monthly bill. Make a monthly pledge, change it, or discontinue at any time.

Questions? Contact the Customer Care Center at 512-930-3640 or customer-care@georgetown.org.

Make a pledge online at gus.georgetown.org/gnf

Thank you for making a big difference to those in need.

GET MORE INFORMATION

Use the QR code to find additional news from the City of Georgetown and sign up for our weekly e-newsletter.



The Reporter is a publication of the City of Georgetown Communications and Public Engagement Department. Connect with the City at georgetown.org. NOTE: This newsletter was printed July 15. All information is current through that date.

GEORGETOWN TEXAS

© CITY OF GEORGETOWN, 2022

Monthly newsletter. More issues: georgetown.org/city-reporter/



Signage template



Report cover



The Georgetown Community

Don't let our small-town charm fool you. Sure, a stroll around our Square, which is named the most beautiful one in Texas, can feel a little like walking back through time—but you can be certain **Georgetown is a city of today.** As shop owners and neighbors greet you with a heartfelt "morning" it seems like the rush and "weirdness" of Austin is a world away instead of just 25 miles south.

that covered too. Southwestern University, the oldest in Texas, welcomes students from all over, fueling our community with fresh faces and new ideas. And you know those small-town events that make you feel warm inside and wish you could live that life? Well, we've got those in spades. We may be famous for our Red Poppy Festival that welcomes visitors every spring, but we find a reason to celebrate in every season, from sunset movies at San Gabriel Park to a Christmas Stroll straight out of a storybook. **Georgetown welcomes you to share in our traditions and make them part of yours.**

Whether it's a cool dip in Blue Hole or a day hiking with the kids and even the family dog at Garey Park, everyone is welcome to enjoy the exceptional beauty of Georgetown. With so much in easy reach there is plenty of time to explore or relax in the great outdoors. Our unbeatable parks and connected trails weave the community together just like stitches in a family quilt, uniting neighborhoods, open spaces, and natural wonders.

Around here, new neighbors quickly become lifelong friends and a sense of belonging only continues to grow from that first handshake or smile. If you are looking for a new opportunity, a fresh start, a place to put down roots or retire in your own style — whether you've come for the day or are here to stay, **"In Georgetown, you're more than welcome."**

GEORGETOWN FACTS

History of Georgetown

- Founded March 13, 1848
- Major industries were cattle, cotton, railroad, and the University



Location

- 26 miles North of Austin
- Junction of I-35 and SH 130

Williamson County Seat

- Population: 77,125 (Nov. 2021)
- 60.1 square miles
- More than 67% population growth in City Limits & ETJ in the last 10 years
- Fastest-growing city in the nation for cities with 50,000 or more residents in 2021

ETJ Population: 100,958 (Jan. 2020)

- 121.42 square miles

And while it's true you can easily reach Austin, once you get here you'll realize that you don't have to go anywhere to have it all. The rotating exhibits at the Georgetown Art Center and shows at the Palace Theatre are just the beginning of the artistic adventures that await literally right around the corner. Explore a bit more and you'll find public murals and art, distinctive dining experiences, watering holes and nightspots.

We're proud of the unique place we have created and can't wait to share it with you.

In Georgetown, you're more than welcome to enjoy Texas-sized culture right here in our more intimate setting.

You're also welcome to enjoy life at a slower pace—without ever having to worry about falling behind. We're more than welcoming, we're also a thriving business community. With a supportive community, easy connections and a talented workforce you can build your business or career right here. If you're looking to expand your mind, we've got

Brochure

0.25% Sales Tax for Street Maintenance

KEY ELECTION DATES

- OCT. 11**
Last day to register to vote
- OCT. 24 - NOV. 4**
Early in-person voting
- OCT. 28**
Last day to apply for ballot by mail
- NOV. 8**
Election day

ABOUT THE 1/4-CENT STREET MAINTENANCE SALES TAX:

- Revenue dedicated to resurfacing city streets
- Not a tax increase, but reauthorization of current sales tax
- Must be reauthorized by voters every four years
- Approved by voters in 2002, 2006, 2010, 2014, 2018
- Sales tax collected from all shoppers in Georgetown city limits, not just homeowners
- Estimated \$6.3 million from sales tax in 2022

GEORGETOWN STREET NETWORK:

- 400 lane miles in 2002
- 1,000 lane miles in 2022
- 207 lanes miles of city streets resurfaced with sales tax funds 2019-22
- 250 lane miles (projected) to be resurfaced 2023-26*

* Based on \$6.3 million sales tax revenue per year and 2022 bid prices

POLLING PLACES, DATES, AND TIMES: wilco.org/elections

ELECTION AND SALES TAX INFORMATION: georgetown.org



Newspaper ad



Billboard

EXAMPLES OF WORK

VIRGINIA BEACH CULTURAL AFFAIRS DEPARTMENT

Locality Studio provides on-going, contract graphic design for the City of Virginia Beach's Cultural Affairs Department. Within that department, Locality assists with the VA Beach History Museums, VA Beach Arts, and VA Beach Historical Houses groups. We design a multitude of social media posts, flyers, brochures, maps, folders, and event materials.



Outreach Programs

FIRST PEOPLES OF VIRGINIA

Students will discover how Native Americans lived and thrived in Virginia prior to European arrival. Learn about daily life for the Chesapeake and Powhatan Indians, how the environment of Virginia impacted life, and practice map skills to locate Powhatan Indian territory. With reproduction artifacts and hands-on activities, your students will enjoy learning about the Woodland Indians of Virginia. **\$450 per student.**
SOLs in: History & Social Science
Virginia's 5 Cs: Critical Thinking, Collaboration, Communication, Creativity
Recommended Grade Levels: K-5

HISTORY MYSTERY READER:

What is America's Origin Story? What is a colony? Who are the "Founding Fathers" and why were they called that? Become a History Mystery Reader and learn more about the beginnings of our country, get to know John, Paul, George, Ben, and Tom, five men who helped change America. Put on your creativity caps and engage in an interactive art activity about what you learned! **\$450 per student.**
SOLs in: History & Social Science
Virginia's 5 Cs: Critical Thinking, Collaboration, Communication, Creativity
Recommended Grade Levels: Pre-K-1



Teacher Resources: History-to-Go Traveling Trunks

GROWING UP COLONIAL: LIFE IN EARLY VIRGINIA:

Use this traveling trunk to guide your students to make connections between the past and the present by analyzing artifacts, gathering evidence through hands-on lessons, and participating in class discussions. Discover how colonial life was different from modern times, learn how resources shaped daily living, and explore the difficulties of life in Colonial Virginia. **\$35 for a two-week rental.**
SOLs in: History & Social Science
Virginia's 5 Cs: Critical Thinking, Collaboration, Communication, Creativity
Recommended Grade Level: All Grade Levels

FROM SLAVERY TO ABOLITION (1793-1860):

This trunk engages students with primary source documents and reproduction artifacts. Students will explore artifacts related to the daily lives of enslaved people and discuss which events of the 19th century most impacted their lives. Through the analysis of primary sources, students will come face to face with the struggles of slaves and the issues plaguing a divided nation. **\$35 for two-week rental.**
SOLs in: History & Social Science
Virginia's 5 Cs: Critical Thinking, Collaboration, Communication, Creativity
Recommended Grade Level: 6-12

General Admission
\$5
Admission is free for children 5 and under.

HISTORY HAPPY HOURS

at the Thoroughgood House

- Bring a picnic
- A night of history
- LIVE music
- Free crafts for kids!

Local beer and cider vendors will also be on site!
Beer and cider prices vary.

ALL EVENTS ARE FROM 5:30PM-8:30PM AT THE THOROUGHGOOD HOUSE LAST POUR AT 8:00PM

Proceeds from the event support the important work of the Virginia Beach Historic Houses Foundation.

Facebook Twitter Instagram @VBHISTORYMUSEUMS

OCT. 7 OCT. 14 OCT. 28 NOV. 4 NOV. 18

THOROUGHGOOD HOUSE
1636 PARISH RD.
VIRGINIA BEACH, VA 23455 MUSEUMSVB.ORG | 757-385-5100

*Additional dates may be scheduled. Please visit museumsvb.org for schedule updates.

GROUP TOURS

The Virginia Beach History Museums offer several special programs for group tours, including tour bus groups. Please contact us at vbhistory@vb.gov, or call 757-385-5100, to learn more about specialty group tours and ask any questions. To see more information about specific group tour offerings, you can visit museumsvb.org/group-tour-packages.

SPECIAL EVENTS

Make your special day truly historic by celebrating at the Virginia Beach History Museums. The Francis Land House and its grounds, the Lynnhaven Colonial Education Center and the grounds of the Lynnhaven House, as well as the Thoroughgood House gardens and grounds are available for your private party. From an intimate dinner to a corporate retreat, a weekend baby shower to a spectacular wedding and reception, our lush gardens and historic settings are the perfect venue for a memorable event. For more information on rentals, please email vbhistoryevents@vb.gov, or call 757-385-5106 for more information on rentals.

VOLUNTEERS

Volunteers are essential to the Virginia Beach History Museums. They fill a variety of roles, including leading tours, teaching school groups, researching historic collections, and participating in special events. If you are interested in volunteer opportunities, please contact us at VolunteerVBHM@vb.gov.



OUR FOUNDATION

The Virginia Beach Historic Houses Foundation was formed in 2013 to enhance the City-owned historic houses and sites by providing funding for historic artifacts and education programs and promoting public awareness of Virginia Beach history. You may donate to the Foundation by sending a check payable to:

Virginia Beach Historic Houses Foundation
P.O. 611427
Virginia Beach, VA 23466-1427

The Virginia Beach Historic Houses Foundation is a 501(c)(3) non-profit organization. Gifts made to the Virginia Beach Historic Houses Foundation are tax-deductible to the fullest extent of the law.

FOR MORE INFORMATION



Call us at 757-385-5100 or visit us online to learn about special programs, prices, and up-to-date tour hours at www.museumsvb.org. Standard public tours of the museums are FREE.



CELEBRATE

Make your special day truly historic by celebrating at the Virginia Beach History Museum from an intimate wedding to a corporate retreat, our lush gardens and historic settings are perfectly suited to host your events. All three homes listed below are on the U.S. National Register of Historic Places.

LOCATIONS

FRANCIS LAND HOUSE

c. 1805

- With a cozy cellar and beautifully landscaped gardens, this site provides opportunities for both indoor and outdoor events.

LYNNHAVEN HOUSE

c. 1725

- The picturesque grounds are perfect for outdoor functions, and have ample space for tented events. The adjacent Colonial Education Center's Great Room can accommodate seated events, standing cocktail receptions and more.

THOROUGHGOOD HOUSE

C. 1719

- Host your event at a National Historic Landmark! The house's gardens and grounds are ideally suited for tented events, while the Thoroughgood House Education Center is available for private functions and meetings.

AMENITIES

- Access to fully stocked, ADA-compliant restrooms
- 2-hour museum/historic house admission during rental timeframe (weddings only)
- Bridal room/bridal party space during event time
- Virginia Beach History Museums staff to oversee event
- Use of property for one photography session prior to rental date for engagement, bridal, maternity or family portraits
- Use of the historic grounds for rehearsal up to 2 days before the rental event (must be scheduled with Virginia Beach History Museums staff at least 14 days in advance)

EXAMPLES OF WORK

Report Design, Branding, Web Design: i5 Group Planning Projects

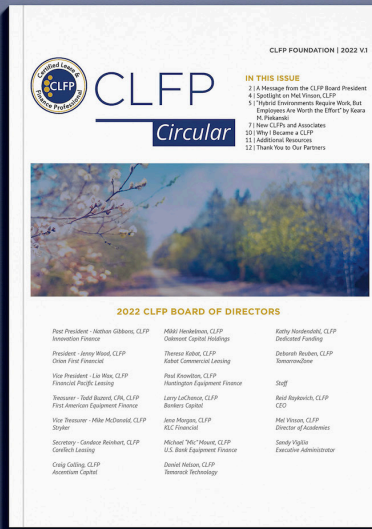
Katie from Locality Studio works with the i5 Group consistently on their various urban planning projects. She assists with brand design, report/template design, website design, general planning, and public engagement for the projects below. You can view the full reports and some project sites at www.thei5group.net



EXAMPLES OF WORK

CERTIFIED LEASING AND FINANCE PROFESSIONALS

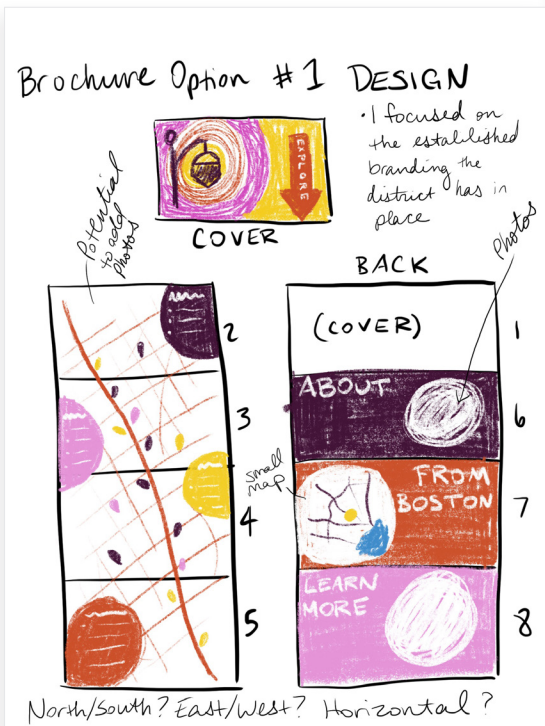
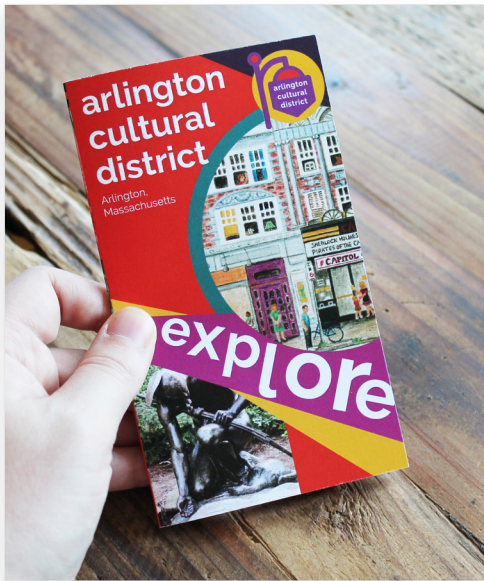
Locality Studio has been designing quarterly newsletters for the nonprofit for many years, as well as its end of the year newsletter. You can view more issues here:
<https://clfpfoundation.org/clfp-past-newsletters/>



EXAMPLES OF WORK

ARLINGTON, MA CULTURAL DISTRICT

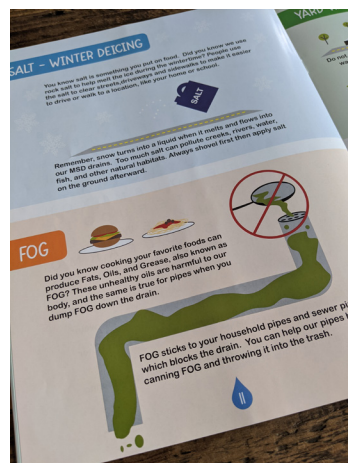
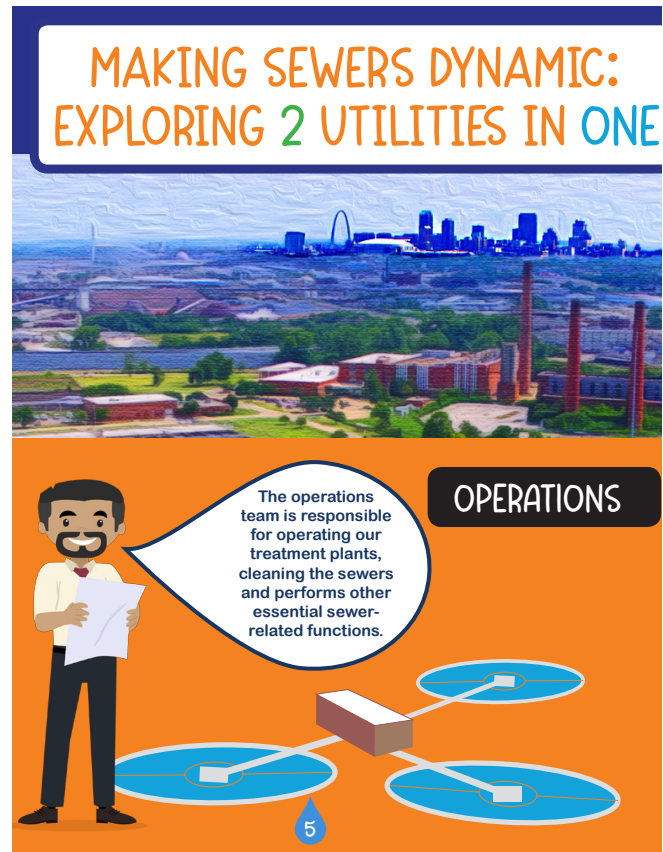
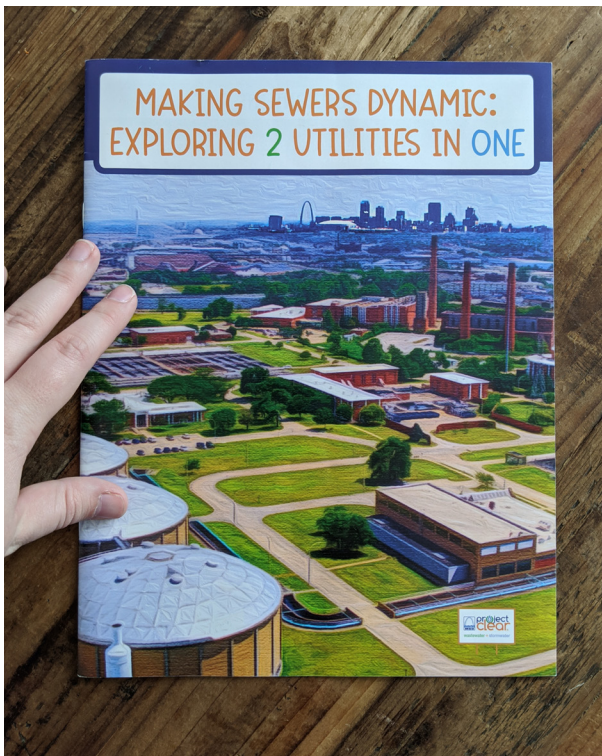
The District desired a go-to print marketing tool to distribute throughout the Boston metro area to attract people to Arlington. Locality Studio worked with the District and its stakeholders to conceptualize brochure design options. Using GIS shapefiles and mapping, Locality Studio analyzed the district and designed one large district map and one smaller contextual map showing Arlington in relation to Boston and other areas.



EXAMPLES OF WORK

ST. LOUIS MSD CHILDREN AND TEACHERS' INFORMATION BOOKLET

Locality Studio worked with Excel Business Concepts to plan, design, and illustrate a children's booklet to teach about the Metropolitan Sewer District's services and role in the city. The 16 page booklet included six character designs, multiple infographics and small illustrations, and two full-page illustrations. See the full booklet here: https://msdprojectclear.org/wp-content/uploads/2020/06/MSD-Comic-Book-FINAL_.pdf



EXAMPLES OF WORK

CARONDELET HISTORICAL SOCIETY

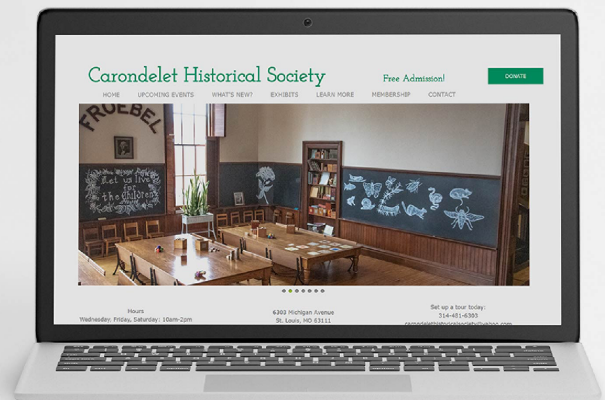
Locality Studio designs the Society's newsletter three times a year, working with historians and visiting the Society to assist in scanning old photographs and materials. We work with the Society's printer to ensure proofs are created and reviewed prior to full printing. We also redesigned their website.



Old Website



New Website



PROJECT COST

DELIVERABLE		HOURS	COST
Village Voice Newsletter Redesign TOTAL COST: \$2,210			
	Kickoff meeting	1	\$65
	Share aspirational/peer community newsletter designs	1	\$65
	Create three newsletters design options using colors and fonts that match or complement the new Village website and stem from kickoff meeting and shared designs <ul style="list-style-type: none"> • Each design will include a 4 and 6 page version 	21	\$1,365
	Revise one option until finalized with staff	9	\$585
	Provide a packaged Adobe InDesign file/template	2	\$130
On-Call Services			
	Create as-needed custom illustrations, graphics, marketing materials, memorandums, presentations, letterheads, business cards, etc.	NA	\$65/hour or quoted per project



PROPOSAL SUMMARY SHEET

II – REQUIRED PROPOSAL SUBMISSION DOCUMENTS

PROPOSAL SUMMARY SHEET

Graphic Design Services for Village of Lindenhurst Newsletter

IN WITNESS WHEREOF, the parties hereto have executed this proposal as of date shown below.

Organization Name: Locality Studio LLC

Street Address: 5106 Hampton Ave., Suite 207

City, State, Zip: St. Louis, MO 63109

Contact Name: Katie McLaughlin

Phone: 314-440-5676 Fax: NA

E-Mail address: katie@localitystudio.com

FEIN#: 84-3652596

Signature of Authorized Signee: 

Title: Founder and Creative Director

Date: 9/14/23

ACCEPTANCE: This proposal is valid for ninety (90) calendar days from the date of submittal.

PRICE PROPOSAL

PRICE PROPOSAL

Newsletter Graphic Design Services	Cost
Redesign and layout of Village Voice Newsletter in Adobe InDesign or other specified format.	\$2,210

Additional Services (if any)

Additional Service(s)	Cost
On- Call Services	\$65/hour

AFFIDAVIT OF COMPLIANCE

AFFIDAVIT OF COMPLIANCE

Proposers shall complete this Affidavit of Compliance. Failure to comply with all submission requirements may result in a determination that the Proposer is not responsible.

The undersigned Katie McLaughlin, as Founder and Creative Director
(Enter Name of Person Making Affidavit) (Enter Title of Person Making Affidavit)
and on behalf of Locality Studio LLC, certifies that:
(Enter Name of Business Organization)

1) BUSINESS ORGANIZATION:

The Proposer is authorized to do business in Illinois: Yes ☒ No ☐

Federal Employer I.D. #: 84-3652596
(or Social Security # if a sole proprietor or individual)

The form of business organization of the Proposer is (check one):

☐ Sole Proprietor
☐ Independent Contractor (Individual) ☐ Partnership ☒ LLC
☐ Corporation _____
(State of Incorporation) (Date of Incorporation)

2) ELIGIBILITY TO ENTER INTO PUBLIC CONTRACTS: Yes ☒ No ☐

The Proposer is eligible to enter into public contracts, and is not barred from contracting with any unit of state or local government as a result of a violation of either Section 33E-3, or 33E-4 of the Illinois Criminal Code, or of any similar offense of "Bid-rigging" or "Bid-rotating" of any state or of the United States.

3) TAX CERTIFICATION: Yes ☒ No ☐

Proposer is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, or if it is: (a) it is contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate Revenue Act; or (b) it has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.

6) AUTHORIZATION & SIGNATURE:

I certify that I am authorized to execute this Affidavit of Compliance on behalf of the Proposer set forth on the Proposal Summary Sheet, that I have personal knowledge of all the information set forth herein and that all statements, representations, that the Proposal is genuine and not

AFFIDAVIT OF COMPLIANCE (CONTINUED)

collusive, and information provided in or with this Affidavit are true and accurate. The undersigned, having become familiar with the Project specified, proposes to provide and furnish all of the labor, materials, necessary tools, expendable equipment and all utility and transportation services necessary to perform and complete in a workmanlike manner all of the work required for the Project.

ACKNOWLEDGED AND AGREED

TO: 

Signature of Authorized Officer

Katie McLaughlin

Name of Authorized Officer
Founder and Creative Director of
Locality Studio LLC

Title

9/14/23

Date

REFERENCES

ORGANIZATION City of Georgetown, TX

ADDRESS 808 Martin Luther King Jr St

CITY, STATE, ZIP Georgetown, TX 78626

PHONE NUMBER 512-630-6210

CONTACT PERSON Aly VanDyke

DATE OF PROJECT 2021-Present

ORGANIZATION City of Georgetown, TX

ADDRESS 808 Martin Luther King Jr St

CITY, STATE, ZIP Georgetown, TX 78626

PHONE NUMBER 512-930-3652

CONTACT PERSON Beth Wade

DATE OF PROJECT 2021-Present

ORGANIZATION City of Virginia Beach, VA

ADDRESS 201 Market St UNIT 204

CITY, STATE, ZIP Virginia Beach, VA 23462

PHONE NUMBER 757-385-2410

CONTACT PERSON Alex Dye

DATE OF PROJECT 2021-Present

Katie McLaughlin Founder and Creative Director of
Locality Studio LLC



Proposer's Name & Title: Signature and Date:

9/14/23



DATE: September 22, 2023

TO: Clay T. Johnson, Village Administrator

FROM: Karleen Gernady, Assistant to the Village Administrator

RE: **Selecting a Graphic Designer for the Village Voice Newsletter Redesign- Locality Studio LLC**

In the most recent Village Community Survey completed in 2022, 52% of residents indicated that the Village newsletter was their primary source of information about Village issues, services, and events. With the newsletter being ranked so high in use by our residents, Village staff wishes to enhance this mode of communication by completely redesigning the newsletter. The Village Voice has never gone through a professional design process, as all graphic design work has been performed by in-house staff. In Fiscal Year 2023-2024, Staff budgeted \$2,500 to seek proposals for a professional redesign of the Village Voice Newsletter.

To begin the redesign process, staff issued a Request for Proposals (RFP) on August 9, which asked interested designers to provide their qualifications and experience in print newsletter design and other graphic design services. Designers were also asked to provide examples from their portfolios to show their design capabilities. The RFP process ended on September 15 with two graphic design firms, Locality Studio LLC and Mobikasa, submitting proposals.

Proposals were reviewed based on the firm's budget, experience/background, and project portfolio. A summary of the two firms compared to the three requirements is below.

Company	Meets Village Budget of \$2,500?	Experience/ Background	Portfolio Summary
Locality Studio LLC	Yes, \$2,210.	<ul style="list-style-type: none">Has experience with graphic design in print and digital marketing, reports, mapping, newsletters, and illustrations.	<ul style="list-style-type: none">Provided municipal newsletter design and branding work examples for the City of Georgetown, TX, and the City of Virginia Beach.



		<ul style="list-style-type: none"> The firm is retained with multiple municipalities for on-call services. 	<ul style="list-style-type: none"> Majority of examples provided were print media.
Mobikasa	No, \$6,500.	<ul style="list-style-type: none"> Has extensive experience with big corporations, such as 1-800 Flowers, the New York Campaign Finance Board, and the City of Albuquerque. Does not seem that print media is a core service. Core Services of Mobikasa include branding, website design, signage, and custom web and mobile app development. 	<ul style="list-style-type: none"> Little municipal work included. Portfolio was more website design-focused.

Village staff recommends that the Village selects Locality Studio LLC as the graphic design company to redesign the Village Voice Newsletter. Locality Studio has experience collaborating with municipalities to create useful, engaging, and inspiring designs. Staff reached out to the references provided, and the contacts we contacted provided glowing recommendations about Locality Studio, referencing their responsiveness, creativity, and professionalism.

Locality Studio's proposal will allow the Village to share examples of what we're hoping our newsletter will look like and will provide us with three design options in both a 4 and 6-page format. Locality Studio also has a unique background, as the company's founder has a background in urban planning and design, which can help understand the Village's structure and needs. If needed, Locality Studio also provides on-call graphic design services, which the Village could utilize in the future. Example tasks include assisting the Village in creating custom illustrations and graphics for various departments, developing marketing materials, and standardizing Village communication materials.

Staff believes that with Locality Studio's design expertise, the Village will be able to continue enhancing our communication methods to provide residents with a more consistent and engaging newsletter. Based on the estimated timeline in the RFP, staff hopes to have a new design for the January/February edition of the Village Voice Newsletter.



Suggested Motion

- D. Move to waive competitive bidding requirements and authorize the Village Administrator to execute a purchase agreement with Victor Ford for an F-750 in an amount not to exceed \$90,605.26.**

Roll Call:

_____	_____	_____	_____	_____	_____
Dickson	Dunham	Rosten	Suchy	Chybowski	Grace



DATE: September 21, 2023

TO: Village Administrator Clay Johnson

FROM: Kevin Klahs, Director of Operations

RE: Request to Purchase-Plow Truck

Before you tonight for consideration is the request to purchase a Ford F750 chassis From Victor Ford. The purchase amount is \$90,605.26 (Price quote attached). Inventory of large and midsize trucks used for snowplowing is very limited. Outfitting these trucks with hydraulics, dump boxes, lighting, and de-icing liquid tanks, are scheduling between one and two years from the date of vehicle purchase.

While we budgeted the full amount for the purchase and outfitting of one truck this year, only the purchase of the chassis will be used due to extended supply chains and backlogged outfitters. In an attempt to stay on time with our vehicle replacement schedule, staff is recommending using the budgeted outfitting funds to purchase a second F750 locally. This will allow us to quote and schedule next year's proposed build.

The overall funding will remain the same over a two-year window as outfitting costs are not due until delivery. This will allow us to keep the fleet as reliable as possible. (See below photo of a F750 Chassis)





1400 Rand Road, Wauconda, IL 60084
www.victorford.com
847-526-6200

Date: 09/15/2023
Salesperson: Ronald Bachman
Manager: Richard Capparelli

FOR INTERNAL USE ONLY

BUSINESS NAME Village of Lindenhurst Home Phone: (224) 372-6009
CONTACT Rapheal Palka
Address : 2301 E Sand Lake Rd
LINDENHURST, IL 60046 Work Phone:
LAKE
E-Mail : rpalka@lindenhurstil.org Cell Phone:

VEHICLE

Stock # : T9170 New / Used : New VIN : 1FDNF7DE3RDF04515 Mileage: 3
Vehicle : 2024 Ford F-750 Diesel Color : YZ OXFORD WHITE
Type : Base Regular Ca F7D

TRADE IN

Payoff : VIN : Mileage:
Vehicle : Color :
Type :

MSRP	90,040.00
Market Value Selling Price	90,040.00
Total Purchase	90,040.00
Trade Allowance	
Trade Difference	90,040.00
Taxable Fees (Estimated)	35.00
Doc Fee	347.26
Tax	.00
Non Tax Fees	183.00
Net Price	90,605.26
Trade Payoff	
Balance	90,605.26

Customer Approval: _____

Management Approval: _____

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.