



VILLAGE OF LINDENHURST
Regular Village Board Meeting Agenda
Monday, November 11, 2024
7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of the Minutes from the Regular Village Board Meeting of October 28, 2024
- IV. Treasurer's Report for October 2024
- V. Bills Presented for Payment
- VI. Board and Staff Reports
- VII. Public Comment on Agenda Items
- VIII. New Business
 - A. Presentation: Donation to the 100 Club of Illinois
 - B. Resolution 24-11-2301R: Motor Fuel Tax Improvement Under the Illinois Highway Code
 - C. Approval: Executive Search Services – Chief of Police – MGT, Inc. - \$25,000
 - D. Approval: 2024 Property Tax Determination
 - E. Discussion: Economic Development Strategy Implementation
- 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
October 28, 2024
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, Village Attorney Julie Tappendorf, Commander Eric Senica, Operations Director Kevin Klahs, Assistant to the Village Administrator Karleen Gernady, and Village Clerk Melissa Forsberg.

III. Pledge of Allegiance

IV. Approval of Minutes

- A. Minutes from the Regular Village Board Meeting of October 14, were presented for approval.
- B. Trustee Suchy made a motion, seconded by Trustee Grace, to approve the minutes from the Regular Village Board Meeting of October 14, 2024 as presented.
1. Voice Vote
Aye - 4
Nay - 0
Abstain - 2
Motion carried.

V. Bills Presented for Payment

- A. Trustee Dickson made a motion, seconded by Trustee Suchy to approve the second set of bills for the month of October presented for payment in the amount of \$306,800.10 for invoices due on or before October 28, 2024.
1. Roll Call
Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace
Nay – 0
Motion carried.

VI. Board & Staff Reports

- A. Trustee Grace expressed his appreciation to Trustee Dickson for his efforts with the Sand Lake Road clean-up. He also discussed a residents concern over a noise abatement issue.

- B. Trustee Dunham announced the Veterans Day Memorial will be held November 11, 2024 at 11:00am. Additionally, the Lindenfest Committee presented checks to the Veterans Commission and the Police Department for their pay-it-forward program.
- C. Trustee Dickson thanked Trustee Grace and residents for their participation in the adopt-a-highway clean-up. He also issued an invitation to the November 1, 2024 fish restocking. Time is TBD.
- D. Mayor Marturano reported on the following:
 - 1. Wished to recognize Dave Mohry, Fire Marshal, of the Lake Villa Fire Protection District.
 - 2. Recently joined a Round Table discussion at WRLR in Round Lake Beach with the Mayors of Antioch, Lake Villa, and Round Lake Beach. He hopes to hold these discussions quarterly as it is a way to share thoughts and ideas with local peers.
 - 3. There was a TIF district meeting to share updates and growth to the taxing bodies.
- E. Village Administrator Johnson discussed recent legislation is requiring we follow a more up-to-date building code. We currently follow 2012. Staff will coordinate with Lake Villa and the Fire Protection District in hopes of following the same code and will offer suggestions before the end of the year.
- F. Karleen Gernady provided information for the following:
 - 1. The Village has been accepted into an EV readiness program. This requires us to review and update our policies.
 - 2. Lindenhurst is one of six Lake County communities to be awarded trees. We will be receiving approximately 30 trees to be planted close to Lake Linden.

VII. Public Comment on Agenda Items

- A. None.

VIII. New Business

- A. Advise and Consent: Mayoral Appointment to the Plan Commission
 - 1. Mayor Marturano has requested the appointment of Bill Anderson to the vacant Plan Commission position. Mr Anderson has been a Lindenhurst resident for 20+ years and previously served on the Village Board for 12 years. This appointment would expire on April 30, 2028.
 - 2. Trustee Suchy made a motion, seconded by Trustee Chybowski to approve the appointment of Bill Anderson to the Plan Commission for a term expiring on April 30, 2028.
 - a. Voice Vote
Aye - 6
Nay - 0
Motion carried.

- B. Presentation, Discussion, and Staff Direction regarding the installation of Solar (Photovoltaic or 'PV') System at 2200 Grass Lake
 - 1. As discussed at the joint meeting between the Village Board and Park District Board on August 26, 2024, Village staff prepared a comparative pro and cons list of the installation options presented at the meeting.
 - 2. Trustees offered their thoughts and opinions based on the information provided, and the majority have opted to move forward with the PPA option.

IX. Public Comment

- A. A resident inquired about surplus energy with the solar array discussed above. He was informed this would not be an option.

X. Executive Session

- A. None.

XI. Adjournment

- A. Trustee Chybowski made a motion, seconded by Trustee Suchy to adjourn the meeting.
 - 1. Voice Vote
 - Aye - 6
 - Nay - 0Motion carried.
 - 2. The meeting was adjourned at 7:38pm.

Date approved _____

Dominic Marturano, Mayor

Melissa Forsberg, Village Clerk

CASH SUMMARY BY FUND FOR VILLAGE OF LINDENHURST
 FROM 10/01/2024 TO 10/31/2024
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 10/01/2024	Total Debits	Total Credits	Ending Balance 10/31/2024
01	GENERAL FUND	4,960,852.20	578,202.60	539,817.61	4,999,237.19
06	I.M.R.F./F.I.C.A. 06	296,693.09	6,902.73	17,361.58	286,234.24
11	IT FUND	22,677.90	51,394.34	9,348.72	64,723.52
14	LIABILITY INSURANCE 14	99,742.70	5,638.96	10,227.00	95,154.66
15	MOTOR FUEL TAX 15	2,285,202.47	64,335.59	0.00	2,349,538.06
19	CONTROLLED SUBSTANCE ACT 19	4,547.51	0.00	0.00	4,547.51
21	COMMUNITY CAPITAL	5,211,251.61	73,239.65	58,334.53	5,226,156.73
22	DUI SB 740 FUND 22	6,671.75	195.37	0.00	6,867.12
23	PRISON REVIEW AGENCY FUND 23	9,968.29	0.00	0.00	9,968.29
24	MISCELLANEOUS ESCROW 24	452,754.22	26,350.63	30,076.83	449,028.02
25	SHOP WITH A COP FUND 25	9,962.81	750.00	0.00	10,712.81
27	CURRENCY SEIZURE 27	5,399.56	0.00	0.00	5,399.56
30	REFUSE & RECYCLING 30	391,592.25	157,818.18	121,748.95	427,661.48
40	ECONOMIC DEVELOPMENT FUND	261,020.96	12,538.13	38,912.50	234,646.59
41	GRAND AVENUE TIF FUND	170,976.01	4,734.39	3,139.73	172,570.67
46	SPECIAL SERVICE AREA 4 - 46	23,994.09	0.00	0.00	23,994.09
50	VEHICLE REPLACEMENT FUND 50	554,515.64	0.00	139,962.00	414,553.64
60	UTILITY FUND 60	1,016,809.89	500,649.81	399,586.62	1,117,873.08
61	WATER/SEWER CAPITAL FUND 61	1,932,204.21	84,274.41	322,961.56	1,693,517.06
89	SANITARY DISTRICT	43,257.40	21,873.70	43,257.40	21,873.70
TOTAL - ALL FUNDS		17,760,094.56	1,588,898.49	1,734,735.03	17,614,258.02

		BOTH OPEN AND PAID			
Fund	Department	Line Item	Item Description	Amount	
120 WATER INC.					
UTILITY FUND 60	WATER	ENGINEERING SERVICE	CONSULATANTS LEAD SERVICE INVENTI	14,790.00	
			Vendor Total:	<u>14,790.00</u>	
A-TIRE COUNTY SERVICE					
GENERAL FUND	POLICE	CONTINGENCY	STOLEN RECOVERY	400.00	
			Vendor Total:	<u>400.00</u>	
BEHM ENTERPRISES, INC.					
UTILITY FUND 60	WATER	DISTRIBUTION SYSTEM REPAIRS	STORMWATER PROJECTS - CATCH BASI	27,550.00	
			Vendor Total:	<u>27,550.00</u>	
BRAVO SERVICES, INC					
GENERAL FUND	BUILDING & GROUNDS	CLEANING CONTRACT	OCTOBER 2024 CUSTODIAL SERVICES	798.94	
GENERAL FUND	POLICE	BUILDING & GROUNDS MTCE POLICE	OCTOBER 2024 CUSTODIAL SERVICES	798.70	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CUSTODIAL SERVICE	OCTOBER 2024 CUSTODIAL SERVICES	798.70	
			Vendor Total:	<u>2,396.34</u>	
CENTRAL LAKE COUNTY J.A.W.A					
UTILITY FUND 60	WATER	CLCJAWA WATER SUPPLY PURCHASE	CLCJAWA WATER - USAGE FOR OCTOBE	79,561.89	
			Vendor Total:	<u>79,561.89</u>	
CINTAS					
GENERAL FUND	PUBLIC WORKS	UNIFORMS	MATS FOR VH	16.92	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	UNIFORMS	MATS FOR VH	25.38	
GENERAL FUND	PUBLIC WORKS	UNIFORMS	UNIFORMS	31.00	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	UNIFORMS	UNIFORMS	46.51	
GENERAL FUND	POLICE	BUILDING & GROUNDS MTCE POLICE	MATS FOR PD	109.94	
GENERAL FUND	PUBLIC WORKS	UNIFORMS	FLOOR MATS PW/UNIFORMS	31.52	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	UNIFORMS	FLOOR MATS PW/UNIFORMS	52.53	
GENERAL FUND	PUBLIC WORKS	CUSTODIAL SERVICE	FLOOR MATS PW/UNIFORMS	70.91	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CUSTODIAL SERVICE	FLOOR MATS PW/UNIFORMS	107.67	
GENERAL FUND	PUBLIC WORKS	SAFETY SUPPLIES & SERVICES	FIRST AID REFILL - PW	61.79	
			Vendor Total:	<u>554.17</u>	
CLARK BAIRD SMITH LLP					
GENERAL FUND	ADMINISTRATION	LEGAL EXPENSES	LEGAL SERVICES	2,156.25	
			Vendor Total:	<u>2,156.25</u>	
CLAY JOHNSON					
GENERAL FUND	ADMINISTRATION	HOSPITALIZATION	REIMBURSE FOR LIFE INSURANCE	400.00	
			Vendor Total:	<u>400.00</u>	
COLETTE & ANO PLUMBING CO.					
UTILITY FUND 60	WATER	DISTRIBUTION SYSTEM REPAIRS	395 TEAL METER VALVE REPLACEMENT	329.50	
			Vendor Total:	<u>329.50</u>	
COMCAST CABLE					
IT FUND		TELEPHONE/INTERNET	INTERNET VH/PD	264.90	
IT FUND		TELEPHONE/INTERNET	PW INTERNET	159.90	
			Vendor Total:	<u>424.80</u>	
COMPLETE OFFICE OF WISCONSIN					
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	20.00	D
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	5.00	D
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	5.00	D
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	19.99	D
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	30.20	D
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	7.55	D
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	7.55	D
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	30.21	D
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	12.96	D
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	3.24	D
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	3.24	D
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	12.95	D
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	2.88	D
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	0.72	D
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	0.72	D
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	2.87	D
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	35.99	D

		BOTH OPEN AND PAID			
Fund	Department	Line Item	Item Description	Amount	
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	9.00	D
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	9.00	D
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	35.99	D
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	1.31	D
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	0.33	D
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	0.33	D
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	1.30	D
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	49.55	D
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	12.39	D
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	12.39	D
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	49.55	D
Vendor Total:				382.21	
DATA INTEGRATORS, INC.					
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	UTILITY BILLING CONTRACT	UB PROCESSING/MAILING & UB POSTA	890.02	
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	UB PROCESSING/MAILING & UB POSTA	222.51	
Vendor Total:				1,112.53	
DAVE'S TRANSMISSION, INC.					
GENERAL FUND	PUBLIC WORKS	CONTRACT VEHICLE REPAIRS	#24-18 TRANSMISSION	2,100.00	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CONTRACT VEHICLE REPAIRS	#24-18 TRANSMISSION	1,400.00	
Vendor Total:				3,500.00	
DEKIND COMPUTER CONSULTANTS					
IT FUND		COMPUTER SERVICES	DECEMBER 2024 MONTHLY IT SUPPORTI	4,422.54	D
GENERAL FUND	POLICE	CONTRACT COMPUTER SERVICES	DECEMBER 2024 MONTHLY IT SUPPORTI	2,805.00	D
Vendor Total:				7,227.54	
DYNEGY ENERGY SERVICES					
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	124.34	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	92.58	D
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	125.09	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	82.29	D
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	2,656.03	D
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	122.69	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	794.03	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	155.53	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	116.02	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	41.03	D
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	306.89	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	6,439.03	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	6,714.50	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	149.34	D
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	38.85	D
UTILITY FUND 60	WATER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	38.24	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	76.42	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	104.04	D
UTILITY FUND 60	SEWER	ELECTRIC SERVICE	ELECTRICAL SERVICE AT LIFT STATI	401.44	D
Vendor Total:				18,578.38	
FERGUSON WATERWORKS #2516					
GENERAL FUND	PUBLIC WORKS	VEHICLE & EQUIPMENT SUPPLIES	METAL DETECTOR 2-A SERVICE	97.22	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	VEHICLE & EQUIPMENT SUPPLIES	METAL DETECTOR 2-A SERVICE	145.84	
GENERAL FUND	PUBLIC WORKS	VEHICLE & EQUIPMENT SUPPLIES	METAL DETECTOR 1-A SERVICE	76.88	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	VEHICLE & EQUIPMENT SUPPLIES	METAL DETECTOR 1-A SERVICE	115.32	
Vendor Total:				435.26	
FIRST AMERICAN BANK					
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	LOCK BOX FEES - OCTOBER 2024	95.73	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	LOCKBOX	LOCK BOX FEES - OCTOBER 2024	382.94	
REFUSE & RECYCLING 30		MERCHANT FEES	CREDIT CARD FEES - OCTOBER 2024	620.90	
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	MERCHANT FEES	CREDIT CARD FEES - OCTOBER 2024	2,483.61	
Vendor Total:				3,583.18	
FIRST AMERICAN BANK					
GENERAL FUND	ADMINISTRATION	TRAINING & CONFERENCE	DOUBLETREE PITTSBURGH - C. JOHNS	884.64	
GENERAL FUND	POLICE	PRINTING & PUBLICATION	FACEBOOK - POST BOOST	1.97	

		BOTH OPEN AND PAID		
Fund	Department	Line Item	Item Description	Amount
IT FUND				
GENERAL FUND	ADMINISTRATION	SOFTWARE SUPPORT/LICENSING	ZOOM VIDEO COMMUNICATIONS	15.99
GENERAL FUND	ADMINISTRATION	MEMBERSHIP FEES	SOCIETY OF HUMAN RESOURCE MANAGE	264.00
GENERAL FUND	ADMINISTRATION	NEWS LETTER	CONSTANT CONTACT	63.00
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	TRAINING & CONFERENCES	COUNTRY INN & SUITES - M. TURNER	593.85
GENERAL FUND	POLICE	EQUIPMENT MAINTENANCE	AMAZON - FLASHLIGHT	169.68
GENERAL FUND	POLICE	TRAINING & CONFERENCES	UAV COACH - DRONE TRAINING	477.00
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	TRAINING & CONFERENCES	HILTON GARDEN INN - D. BEUCHER C	175.56
GENERAL FUND	ADMINISTRATION	COMMUNITY ACTIVITY	HOBBY LOBBY - QUEEN PICTURE FRAM	152.97
GENERAL FUND	ADMINISTRATION	EMPLOYEE WELLNESS PROGRAM	WALMART - EMPLOYEE LUNCHEON	13.73
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	EMPLOYEE WELLNESS PROGRAM	WALMART - EMPLOYEE LUNCHEON	13.73
GENERAL FUND	POLICE	EMPLOYEE WELLNESS PROGRAM	WALMART - EMPLOYEE LUNCHEON	13.74
GENERAL FUND	POLICE	CONTINGENCY	WALMART - PD TRUNK OR TREAT CANT	213.42
GENERAL FUND	ADMINISTRATION	EMPLOYEE WELLNESS PROGRAM	ALDI - EMPLOYEE LUNCHEON	42.38
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	EMPLOYEE WELLNESS PROGRAM	ALDI - EMPLOYEE LUNCHEON	42.38
GENERAL FUND	POLICE	EMPLOYEE WELLNESS PROGRAM	ALDI - EMPLOYEE LUNCHEON	42.38
			Vendor Total:	3,180.42
GEARY ELECTRIC, INC				
GENERAL FUND	PUBLIC WORKS	STREET & TRAFFIC CTR LIGHTING	FALLING WATERS DRIVE	3,994.85
GENERAL FUND	PUBLIC WORKS	STREET & TRAFFIC CTR LIGHTING	POLICE DEPARTMENT REPAIR	783.18
			Vendor Total:	4,778.03
GRANITE TELECOMMUNICATIONS				
GENERAL FUND	POLICE	TELEPHONE	TELEPHONE - PD	273.05 D
			Vendor Total:	273.05
GROOT INDUSTRIES, INC				
REFUSE & RECYCLING 30		GROOT CONTRACT	YARD WASTE STICKERS	5,000.00 D
REFUSE & RECYCLING 30		GROOT CONTRACT	GROOT BILLING CONTRACT	103,466.10 D
			Vendor Total:	108,466.10
HINCKLEY SPRINGS				
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	WATER FOR VH/PD	68.95
GENERAL FUND	POLICE	OPERATING SUPPLIES	WATER FOR VH/PD	111.48
			Vendor Total:	180.43
ILLINOIS MUNICIPAL LEAGUE				
GENERAL FUND	ADMINISTRATION	MEMBERSHIP FEES	IML MEMBERSHIP 2025	1,250.00
			Vendor Total:	1,250.00
IMRF VILLAGE OF LINDENHURST				
I.M.R.F./F.I.C.A. 06	ADMINISTRATION	GENERAL ADMIN IMRF	VILLAGE OF LINDENHURST IMRF - CC	(2,390.69)
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	SEWER/WATER IMRF	VILLAGE OF LINDENHURST IMRF - CC	(2,390.69)
REFUSE & RECYCLING 30		IMRF CONTRIBUTION	VILLAGE OF LINDENHURST IMRF - CC	(199.23)
I.M.R.F./F.I.C.A. 06	ADMINISTRATION	GENERAL ADMIN IMRF	VILLAGE OF LINDENHURST IMRF - OC	3,887.90
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	SEWER/WATER IMRF	VILLAGE OF LINDENHURST IMRF - OC	3,968.90
REFUSE & RECYCLING 30		IMRF CONTRIBUTION	VILLAGE OF LINDENHURST IMRF - OC	243.00
			Vendor Total:	3,119.19
IPBC				
GENERAL FUND	ADMINISTRATION	HOSPITALIZATION	OCTOBER 2024 CORRECTION	(4.30)
GENERAL FUND	ENGINEERING & BUILDING	HOSPITALIZATION	OCTOBER 2024 CORRECTION	(4.30)
GENERAL FUND	POLICE	HOSPITALIZATION	OCTOBER 2024 CORRECTION	(4.30)
REFUSE & RECYCLING 30		HOSPITALIZATION	OCTOBER 2024 CORRECTION	(4.30)
GENERAL FUND	PUBLIC WORKS	HOSPITALIZATION	OCTOBER 2024 CORRECTION	(4.30)
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	HOSPITALIZATION	OCTOBER 2024 CORRECTION	(4.30)
GENERAL FUND	ADMINISTRATION	HOSPITALIZATION	EMPLOYER CONTRIBUTION - NOVEMBER	3,429.71
GENERAL FUND	ENGINEERING & BUILDING	HOSPITALIZATION	EMPLOYER CONTRIBUTION - NOVEMBER	881.25
GENERAL FUND	POLICE	HOSPITALIZATION	EMPLOYER CONTRIBUTION - NOVEMBER	35,313.90
REFUSE & RECYCLING 30		HOSPITALIZATION	EMPLOYER CONTRIBUTION - NOVEMBER	2,512.79
GENERAL FUND	PUBLIC WORKS	HOSPITALIZATION	EMPLOYER CONTRIBUTION - NOVEMBER	2,786.00
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	HOSPITALIZATION	EMPLOYER CONTRIBUTION - NOVEMBER	8,692.00
			Vendor Total:	53,589.85
JOSEPH TEWERS				
COMMUNITY CAPITAL	ADMINISTRATION	GREEN/SUSTAINABILITY IMPROVEMENT	50/50 COMPOST BIN - 795 COLONY A	45.00
			Vendor Total:	45.00

		BOTH OPEN AND PAID		
Fund	Department	Line Item	Item Description	Amount
REFUSE & RECYCLING 30		GARBAGE COLLECTIONS	UB refund for account: 010775123	16.43
UTILITY FUND 60	WATER	WATER USAGE	UB refund for account: 010775123	15.76
UTILITY FUND 60	SEWER	SEWER USAGE	UB refund for account: 010775123	14.86
COMMUNITY CAPITAL		TRANSPORTATION FACILITIES FEE	UB refund for account: 010775123	3.20
			Vendor Total:	50.25
KEYSTONE HATCHERIES, LLC				
GENERAL FUND	ADMINISTRATION	LAKE MANAGEMENT	FISH FOR LAKES	6,249.50
			Vendor Total:	6,249.50
LAKE COUNTY TREASURER				
GENERAL FUND	PUBLIC WORKS	STREET SIGNS	SIGNAGE & LCDOT VEHICLE MAINT. S	378.30
GENERAL FUND	PUBLIC WORKS	CONTRACT VEHICLE REPAIRS	SIGNAGE & LCDOT VEHICLE MAINT. S	1,757.79
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	CONTRACT VEHICLE REPAIRS	SIGNAGE & LCDOT VEHICLE MAINT. S	1,171.86
			Vendor Total:	3,307.95
LAKE VILLA DISTRICT LIBRARY				
MISCELLANEOUS ESCROW 24		DEVELOPER DEPOSITS	ESCROW REFUND	1,657.07
			Vendor Total:	1,657.07
LESTER'S MATERIAL SERVICE, INC.				
GENERAL FUND	PUBLIC WORKS	GRAVEL/SHOULDER REPAIR	TOPSOIL STOCK	76.68
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	GRAVEL/SHOULDER REPAIR	TOPSOIL STOCK	115.02
GENERAL FUND	PUBLIC WORKS	GRAVEL/SHOULDER REPAIR	TOPSOIL STOCK	75.60
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	GRAVEL/SHOULDER REPAIR	TOPSOIL STOCK	113.40
GENERAL FUND	PUBLIC WORKS	GRAVEL/SHOULDER REPAIR	TOPSOIL STOCK	86.40
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	GRAVEL/SHOULDER REPAIR	TOPSOIL STOCK	129.60
			Vendor Total:	596.70
LINDENHURST SANITARY DISTRICT				
SANITARY DISTRICT		SANITARY DIST CONNECTION FEE	OCTOBER 2024 - IN LIEU OF TAXES	21,873.70
			Vendor Total:	21,873.70
LINDENHURST, VILLAGE OF				
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	REIMBURSEMENT - PETTY CASH PW OF	28.37
GENERAL FUND	PUBLIC WORKS	OPERATING SUPPLIES	REIMBURSEMENT - PETTY CASH PW OF	18.92
GENERAL FUND	PUBLIC WORKS	FUEL & OIL	REIMBURSEMENT - PETTY CASH GAS F	16.17
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	GAS & OIL	REIMBURSEMENT - PETTY CASH GAS F	24.27
			Vendor Total:	87.73
LRS, LLC				
GENERAL FUND	PUBLIC WORKS	STREET SWEEPING	STREET SWEEPING	3,544.35
			Vendor Total:	3,544.35
MENARD'S - ANTIOCH				
GENERAL FUND	POLICE	BUILDING & GROUNDS MTCE POLICE	POLICE GROUNDS & MAINTENANCE	15.47
WATER/SEWER CAPITAL FUND 61	WATER/SEWER CAPITAL	WASTEWATER TREATMENT FACILITY UF	FIBER OPTIC CONNECTION	15.84
UTILITY FUND 60	SEWER	SYSTEM REPAIRS & MAINTENANCE	MURIATIC ACID SOLUTION	8.99
GENERAL FUND	PUBLIC WORKS	TREE MAINTENANCE CONTRACT	TREE WRAP WILLOW LAKE POTOMAC	127.98
GENERAL FUND	POLICE	OPERATING SUPPLIES	POLICE CLEANING SUPPLIES	33.93
WATER/SEWER CAPITAL FUND 61	WATER/SEWER CAPITAL	WASTEWATER TREATMENT FACILITY UF	FIBER OPTIC INSTALL	2.88
			Vendor Total:	205.09
MIDWEST OPERATING ENGINEERS				
GENERAL FUND	PUBLIC WORKS	HOSPITALIZATION	DECEMBER 2024 PW INSURANCE	5,978.80
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	HOSPITALIZATION	DECEMBER 2024 PW INSURANCE	8,968.20
			Vendor Total:	14,947.00
NEWS-SUN				
GENERAL FUND	ADMINISTRATION	PRINTING & PUBLICATION	NEWSPAPER SUBSCRIPTION	154.12
			Vendor Total:	154.12
NICOR				
UTILITY FUND 60	SEWER	NATURAL GAS SERVICE	405 WOODLAND TRAIL LIFT STATION	7.78
UTILITY FUND 60	SEWER	NATURAL GAS SERVICE	1480 YMCA RD GENERATOR	7.13
			Vendor Total:	14.91
NORTH SHORE GAS				
UTILITY FUND 60	SEWER	NATURAL GAS SERVICE	GAS AT LIFT STATIONS & WELL HOUS	91.16
UTILITY FUND 60	SEWER	NATURAL GAS SERVICE	GAS AT LIFT STATIONS & WELL HOUS	42.65
UTILITY FUND 60	SEWER	NATURAL GAS SERVICE	GAS AT LIFT STATIONS & WELL HOUS	43.27
UTILITY FUND 60	SEWER	NATURAL GAS SERVICE	GAS AT LIFT STATIONS & WELL HOUS	42.19

Fund		Department	Line Item	Item Description	Amount
BOTH OPEN AND PAID					
UTILITY FUND	60	SEWER	NATURAL GAS SERVICE	GAS AT LIFT STATIONS & WELL HOUS	42.75
UTILITY FUND	60	SEWER	NATURAL GAS SERVICE	GAS AT LIFT STATIONS & WELL HOUS	42.19
UTILITY FUND	60	WATER	NATURAL GAS SERVICE	GAS AT LIFT STATIONS & WELL HOUS	45.01
UTILITY FUND	60	WATER	NATURAL GAS SERVICE	GAS AT LIFT STATIONS & WELL HOUS	166.18
UTILITY FUND	60	WATER	NATURAL GAS SERVICE	GAS AT LIFT STATIONS & WELL HOUS	89.50
UTILITY FUND	60	WATER	NATURAL GAS SERVICE	PD GAS	42.19
				Vendor Total:	647.09
PACE ANALYTICAL SERVICES, LLC					
UTILITY FUND	60	SEWER	LAB SERVICE	SEPTEMBER WWTF SAMPLING	2,174.40 D
UTILITY FUND	60	SEWER	LAB SERVICE	LAB SERVICES	1,340.40 D
				Vendor Total:	3,514.80
PAYNE & DOLAN, INC.					
MOTOR FUEL TAX	15	PUBLIC WORKS	ASPHALT PRODUCTS	SURFACE PATCHING	538.07
				Vendor Total:	538.07
PAYROLL - EXPENSES					
I.M.R.F./F.I.C.A.	06	ADMINISTRATION	GENERAL ADMIN FICA	PAYROLL- EMPLOYER COSTS	41.88
REFUSE & RECYCLING	30		SOCIAL SECURITY CONTRIBUTION	PAYROLL- EMPLOYER COSTS	2.62
UTILITY FUND	60	SEWER & WATER ADMINISTRATION	SEWER/WATER FICA	PAYROLL- EMPLOYER COSTS	42.76
I.M.R.F./F.I.C.A.	06	ADMINISTRATION	GENERAL ADMIN FICA	PAYROLL- EMPLOYER COSTS	2,788.60
REFUSE & RECYCLING	30		SOCIAL SECURITY CONTRIBUTION	PAYROLL- EMPLOYER COSTS	174.29
UTILITY FUND	60	SEWER & WATER ADMINISTRATION	SEWER/WATER FICA	PAYROLL- EMPLOYER COSTS	2,846.70
				Vendor Total:	5,896.85
PAYROLL - GROSS PAYS					
GENERAL FUND		ADMINISTRATION	ADMIN SALARIES	PAYROLL GROSS COMPENSATION	6,293.21
GENERAL FUND		ADMINISTRATION	OFFICIALS SALARIES	PAYROLL GROSS COMPENSATION	3,025.00
GENERAL FUND		ENGINEERING & BUILDING	BLDG/ENG SALARIES	PAYROLL GROSS COMPENSATION	1,269.06
GENERAL FUND		POLICE	SALARIES - ADMIN/RECORDS/CSO	PAYROLL GROSS COMPENSATION	2,060.00
GENERAL FUND		POLICE	SALARIES - OFFICERS	PAYROLL GROSS COMPENSATION	62,419.63
GENERAL FUND		POLICE	SALARIES - PART TIME OFFICERS	PAYROLL GROSS COMPENSATION	1,813.46
GENERAL FUND		POLICE	POLICE OVERTIME	PAYROLL GROSS COMPENSATION	1,920.65
GENERAL FUND		PUBLIC WORKS	PUBLIC WORKS SALARIES	PAYROLL GROSS COMPENSATION	14,001.18
GENERAL FUND		PUBLIC WORKS	SEASONAL SUMMER	PAYROLL GROSS COMPENSATION	526.50
GENERAL FUND		PUBLIC WORKS	ON-CALL/CALL OUT PAY	PAYROLL GROSS COMPENSATION	977.93
GENERAL FUND		PUBLIC WORKS	PART TIME WINTER PERSONNEL	PAYROLL GROSS COMPENSATION	644.00
REFUSE & RECYCLING	30		SALARIES	PAYROLL GROSS COMPENSATION	2,607.85
UTILITY FUND	60	SEWER & WATER ADMINISTRATION	S/W OFFICE SALARIES	PAYROLL GROSS COMPENSATION	6,780.08
UTILITY FUND	60	SEWER	SEWER SALARIES	PAYROLL GROSS COMPENSATION	14,001.18
UTILITY FUND	60	SEWER	SEASONAL SUMMER	PAYROLL GROSS COMPENSATION	526.50
UTILITY FUND	60	SEWER	ON-CALL/CALL-OUT PAY	PAYROLL GROSS COMPENSATION	977.92
UTILITY FUND	60	WATER	WATER SALARIES	PAYROLL GROSS COMPENSATION	7,000.59
UTILITY FUND	60	WATER	SEASONAL SUMMER	PAYROLL GROSS COMPENSATION	263.25
UTILITY FUND	60	WATER	ON-CALL/CALL-OUT PAY	PAYROLL GROSS COMPENSATION	488.97
GENERAL FUND		PUBLIC WORKS	PART TIME PW LABORER	PAYROLL GROSS COMPENSATION	565.00
UTILITY FUND	60	SEWER	PART TIME PW LABORER	PAYROLL GROSS COMPENSATION	565.00
UTILITY FUND	60	WATER	PART TIME PW LABORER	PAYROLL GROSS COMPENSATION	282.50
GENERAL FUND		PUBLIC WORKS	PUBLIC WORKS SALARIES	PAYROLL GROSS COMPENSATION	456.25
UTILITY FUND	60	SEWER	SEWER SALARIES	PAYROLL GROSS COMPENSATION	456.25
UTILITY FUND	60	WATER	WATER SALARIES	PAYROLL GROSS COMPENSATION	228.13
				Vendor Total:	130,150.09
PAYROLL - PROCESSING FEES					
GENERAL FUND		ADMINISTRATION	CONTRACT PAYROLL SERVICES	PAYROLL - PAYLOCITY FEES	32.52
REFUSE & RECYCLING	30		GARBAGE CONTRACTUAL SERVICES	PAYROLL - PAYLOCITY FEES	7.23
UTILITY FUND	60	SEWER & WATER ADMINISTRATION	CONTRACT PAYROLL SERVICES	PAYROLL - PAYLOCITY FEES	32.52
GENERAL FUND		ADMINISTRATION	CONTRACT PAYROLL SERVICES	PAYROLL - PAYLOCITY FEES	107.92
REFUSE & RECYCLING	30		GARBAGE CONTRACTUAL SERVICES	PAYROLL - PAYLOCITY FEES	23.98
UTILITY FUND	60	SEWER & WATER ADMINISTRATION	CONTRACT PAYROLL SERVICES	PAYROLL - PAYLOCITY FEES	107.93
				Vendor Total:	312.10
PRECISE MRM LLC					
GENERAL FUND		PUBLIC WORKS	VEHICLE & EQUIPMENT SUPPLIES	GPS DATA PLAN	96.00
UTILITY FUND	60	SEWER & WATER ADMINISTRATION	VEHICLE & EQUIPMENT SUPPLIES	GPS DATA PLAN	64.00

Fund	Department	Line Item	Item Description	Amount
BOTH OPEN AND PAID				
Vendor Total:				160.00
PRI MANAGEMENT GROUP				
GENERAL FUND	POLICE	TRAINING & CONFERENCES	POLICE TRAINING WEBINARS	1,423.50
Vendor Total:				1,423.50
RAY O'HERRON CO., INC				
GENERAL FUND	POLICE	UNIFORMS	UNIFORMS	84.06
Vendor Total:				84.06
RUSSO'S POWER EQUIPMENT, INC				
GENERAL FUND	PUBLIC WORKS	GRAVEL/SHOULDER REPAIR	RESTRO SUPPLIES & SM ENGINE OIL	34.85
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	GRAVEL/SHOULDER REPAIR	RESTRO SUPPLIES & SM ENGINE OIL	52.13
GENERAL FUND	PUBLIC WORKS	FUEL & OIL	RESTRO SUPPLIES & SM ENGINE OIL	31.74
Vendor Total:				118.72
SAFEBUILT LLC LOCKBOX 88135				
GENERAL FUND	POLICE	SALARIES-P/T CSO/FRONT DESK	CODE ENFORCEMENT - OCTOBER	720.00
Vendor Total:				720.00
SONDAY SERVICES				
UTILITY FUND 60	WATER	DISTRIBUTION SYSTEM REPAIRS	B-BOX REPLACEMENT - GREENTREE &	6,246.00
Vendor Total:				6,246.00
TARGET				
SHOP WITH A COP FUND 25	POLICE	SHOP WITH A COP EXPENSES	SHOP WITH A COP GIFT CARDS	5,000.00
Vendor Total:				5,000.00
TOKIO MARINE HCC-PRG-CLM#OPM2312047				
LIABILITY INSURANCE 14	ADMINISTRATION	COMPENSABLE CLAIMS	INSURANCE CLAIM - 2208 VALLEY	10,000.00
Vendor Total:				10,000.00
ULINE				
GENERAL FUND	ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	58.52
GENERAL FUND	POLICE	OPERATING SUPPLIES	OPERATING SUPPLIES	234.08
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	OPERATING SUPPLIES	OPERATING SUPPLIES	234.08
REFUSE & RECYCLING 30		GARBAGE CONTRACTUAL SERVICES	OPERATING SUPPLIES	58.52
Vendor Total:				585.20
USIC LOCATING SERVICES, INC				
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	JULIE - CONTRACT UTILITY LOCATING	LOCATING SERVICES OCTOBER 2024	11,977.75
Vendor Total:				11,977.75
VERIZON WIRELESS				
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	TELEPHONE	PW INTERNET, CELL PHONES & TABLE	446.13
GENERAL FUND	POLICE	TELEPHONE	PD CELL PHONES	169.40
UTILITY FUND 60	SEWER & WATER ADMINISTRATION	TELEPHONE	LS6 SEPT/OCT PHONE	18.72
Vendor Total:				634.25
WISTHOFF INDUSTRIES				
GENERAL FUND	POLICE	EQUIPMENT MAINTENANCE	FITNESS EQUIPMENT MAINTENANCE	275.00
Vendor Total:				275.00
YELLOWSTONE LANDSCAPE INC				
UTILITY FUND 60	SEWER	LANDSCAPING CONTRACT	OCTOBER 2024 MOWING	3,484.12
UTILITY FUND 60	WATER	LANDSCAPING CONTRACT	OCTOBER 2024 MOWING	746.00
GENERAL FUND	PUBLIC WORKS	LANDSCAPING CONTRACT	OCTOBER 2024 MOWING	5,854.56
GENERAL FUND	PUBLIC WORKS	LANDSCAPING CONTRACT	WEEDING GRAND AVE ISLAND BEDS -	3,042.00
GENERAL FUND	PUBLIC WORKS	TREE MAINTENANCE CONTRACT	PARKWAY TREE PLANTING - OCTOBER	5,925.00
GENERAL FUND	PUBLIC WORKS	LANDSCAPING CONTRACT	WEEDING GRAND AVE ISLAND BEDS -	3,042.00
Vendor Total:				22,093.68
Grand Total:				591,329.65

Fund Totals:

GENERAL FUND 01	196,977.27
I.M.R.F./F.I.C.A. FUND 06	4,327.69
IT FUND 11	4,863.33
LIABILITY INSURANCE FUND 14	10,000.00
MOTOR FUEL TAX FUND 15	538.07
COMMUNITY CAPITAL FUND 21	48.20
MISCELLANEOUS ESCROW FUND 24	1,657.07
SHOP WITH A COP FUND 25	5,000.00
REFUSE & RECYCLING FUND 30	114,886.65
UTILITY FUND 60	231,138.95
WATER/SEWER CAPITAL FUND 61	18.72
SANITARY DISTRICT FUND 89	<u>21,873.70</u>
Total For All Funds:	\$591,329.65



Village of Lindenhurst Strategic Priority Dashboard

Welcome to the Village of Lindenhurst's Strategic Priority Dashboard! This interactive tool provides key performance indicators (KPIs) selected by each Village department and functional area to track progress towards our Strategic Plan and operational goals.

Mission Statement

The Village of Lindenhurst, in partnership with our community, continuously strives to provide a safe, healthy, and vibrant environment through quality customer service, public safety, progressive leadership, and financial responsibility.

Village Functional Areas



All data is displayed by Fiscal Year (FY), unless otherwise specified. The Village's fiscal year runs from May 1- April 30.

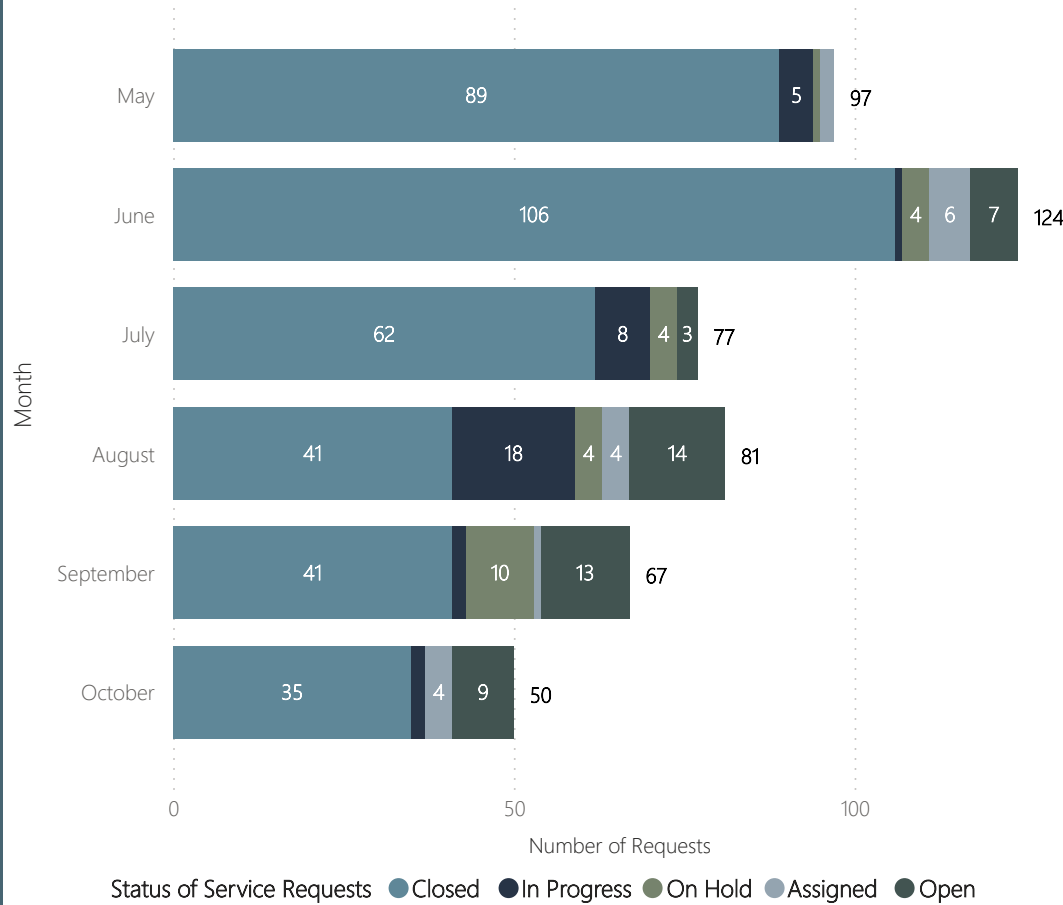


Administration & Communications

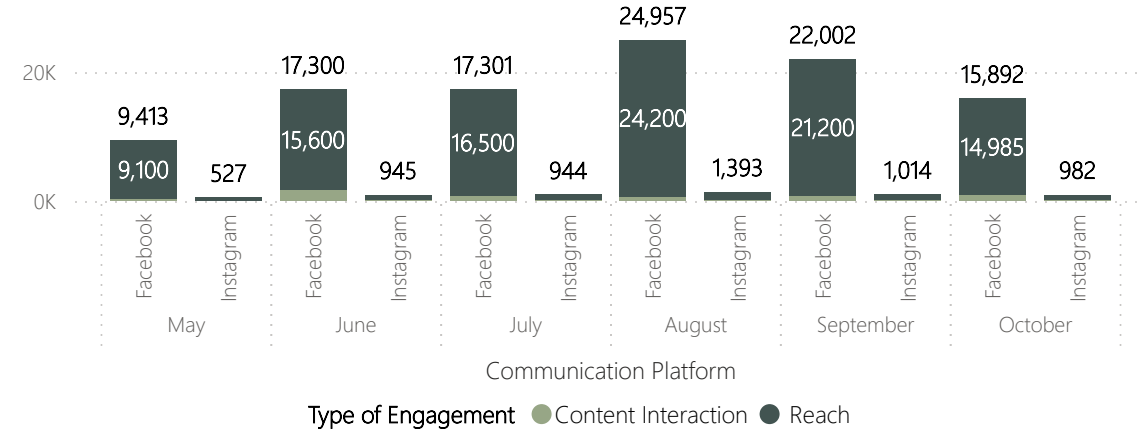
Village Strategic Plan Alignment Key

- Community Branding & Engagement
- Responsible Growth & Development
- Future Ready Operations
- Capital Infrastructure Planning & Improvements
- Business Recruitment & Retention
- Operational/Unaffiliated

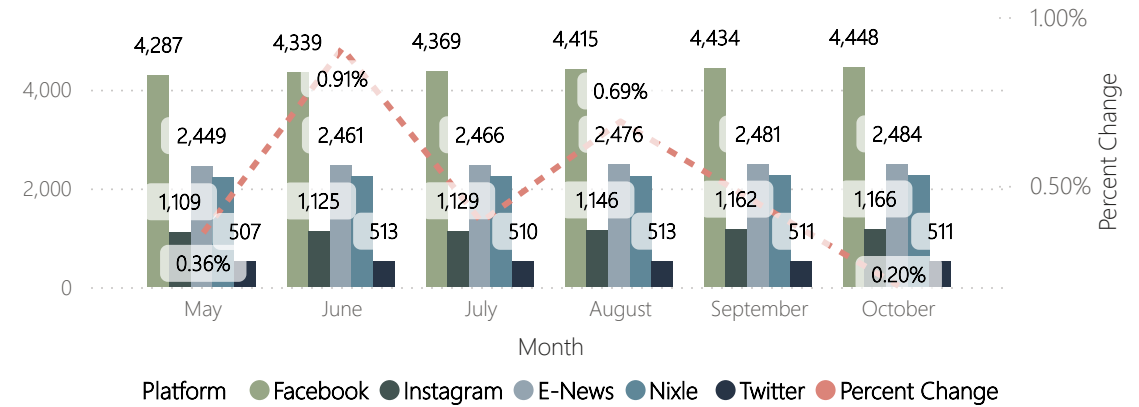
Service Requests Completion



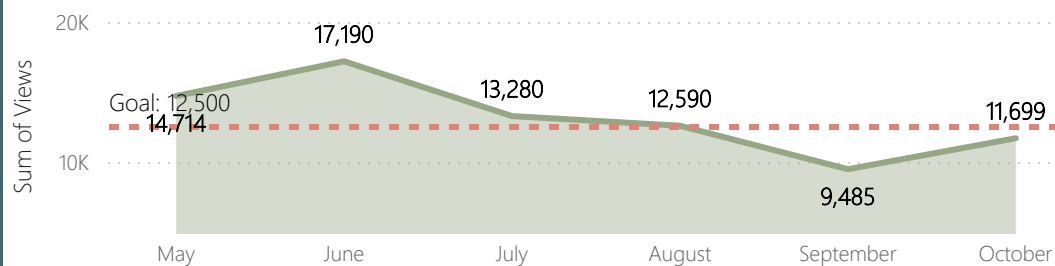
Social Media Total Engagement



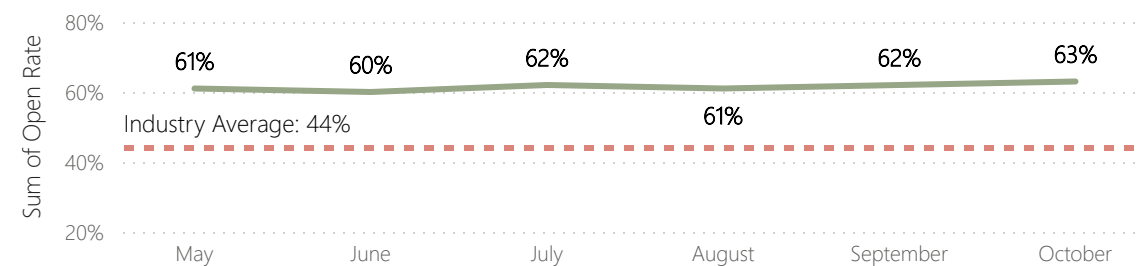
Village Social Media Platform Followers



Website Views



E-Newsletter Open Rate



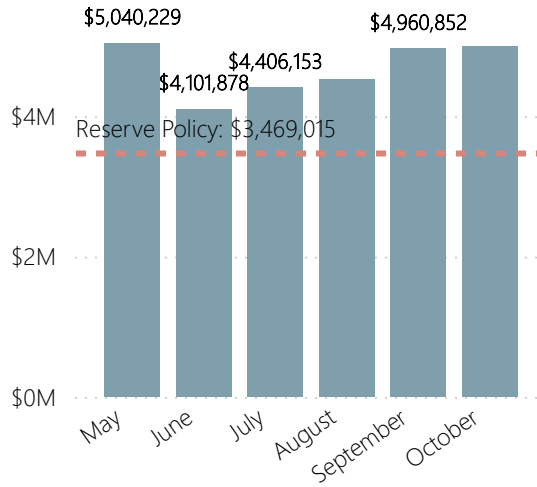


Village Strategic Plan Alignment Key

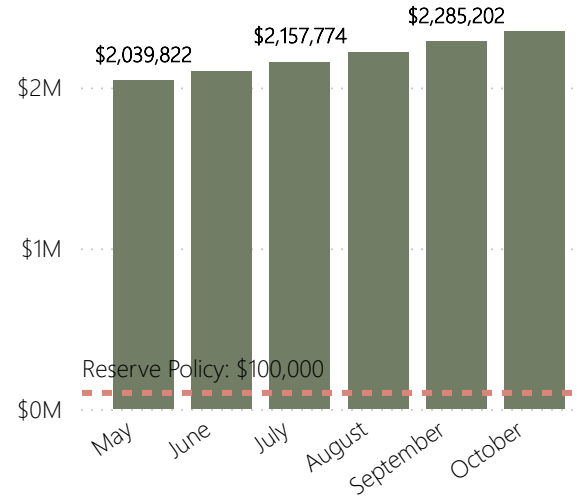
- Community Branding & Engagement
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Finance

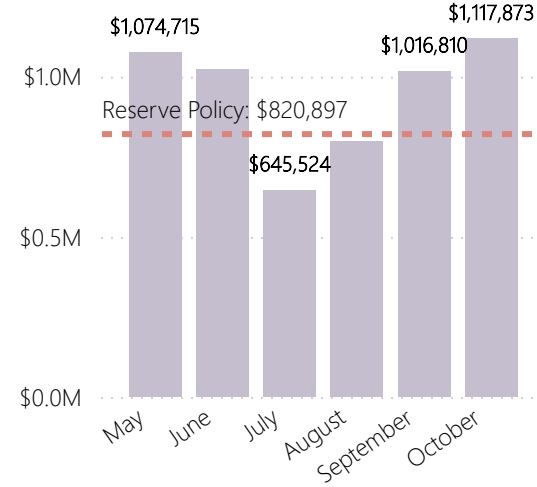
General Fund Cash Balance



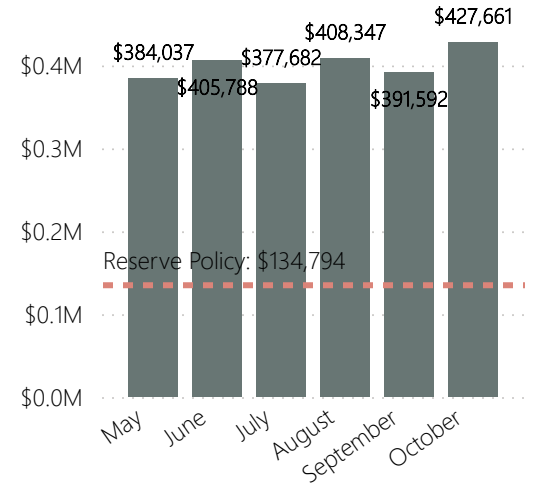
MFT Fund Cash Balance



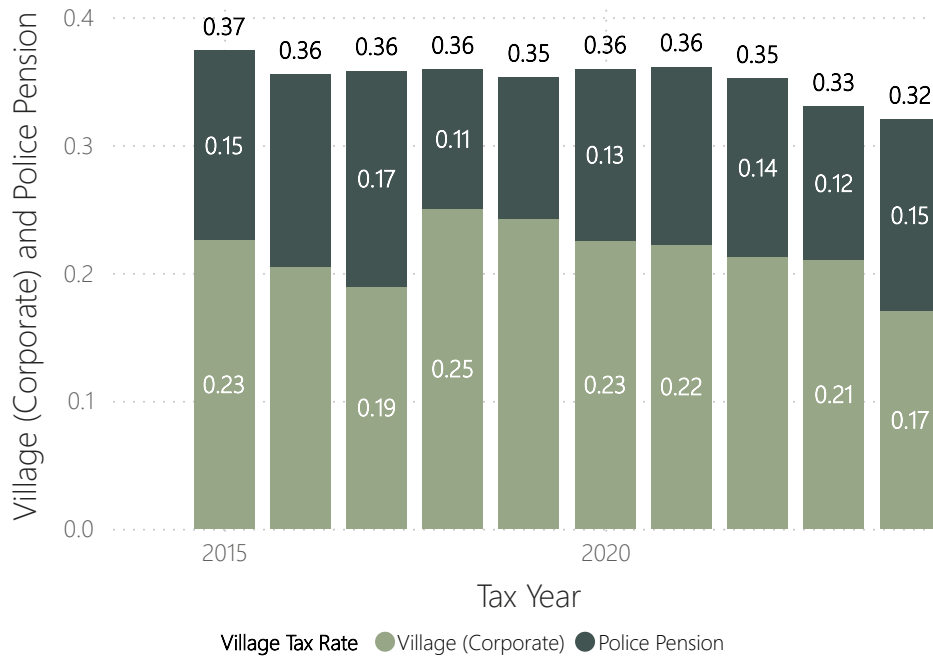
Water/ Sewer Fund Cash Balance



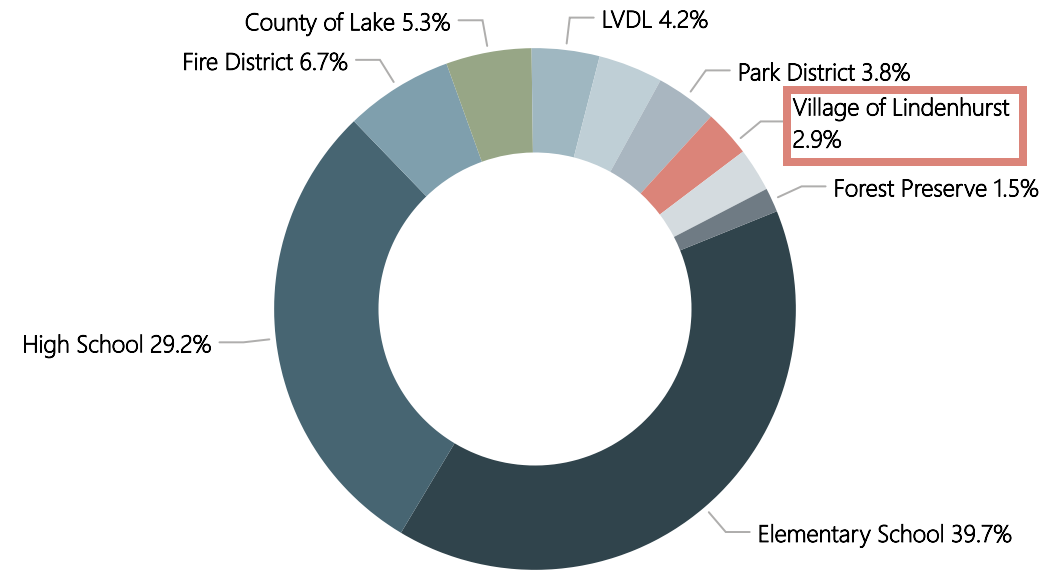
Garbage Fund Cash Balance



Annual Village Property Tax Rate



Property Tax Rate by Taxing Body



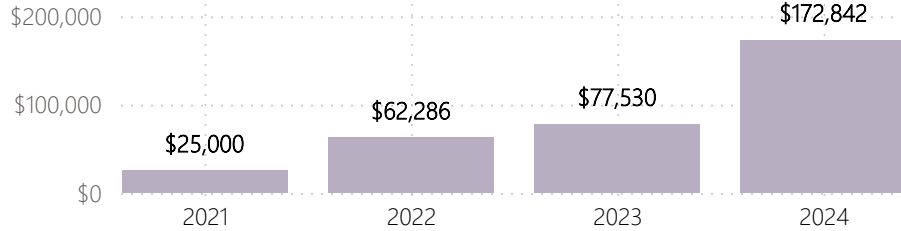


Village Strategic Plan Alignment Key

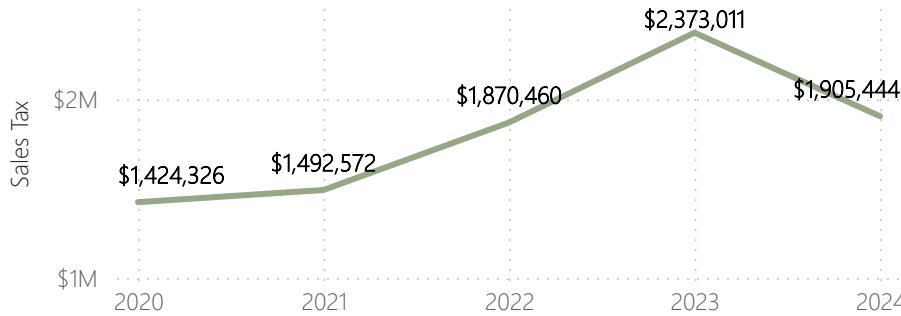
- Community Branding & Engagement
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- Future Ready Operations
- Capital Infrastructure Planning & Improvements
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Development

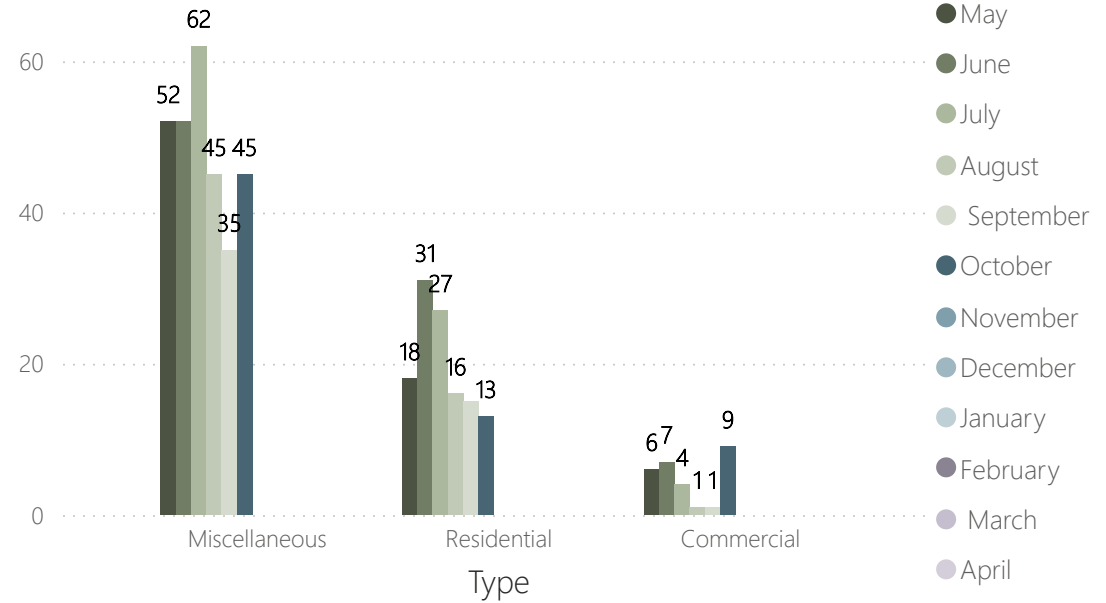
LEAP Dollars Awarded to Businesses



Sales Tax



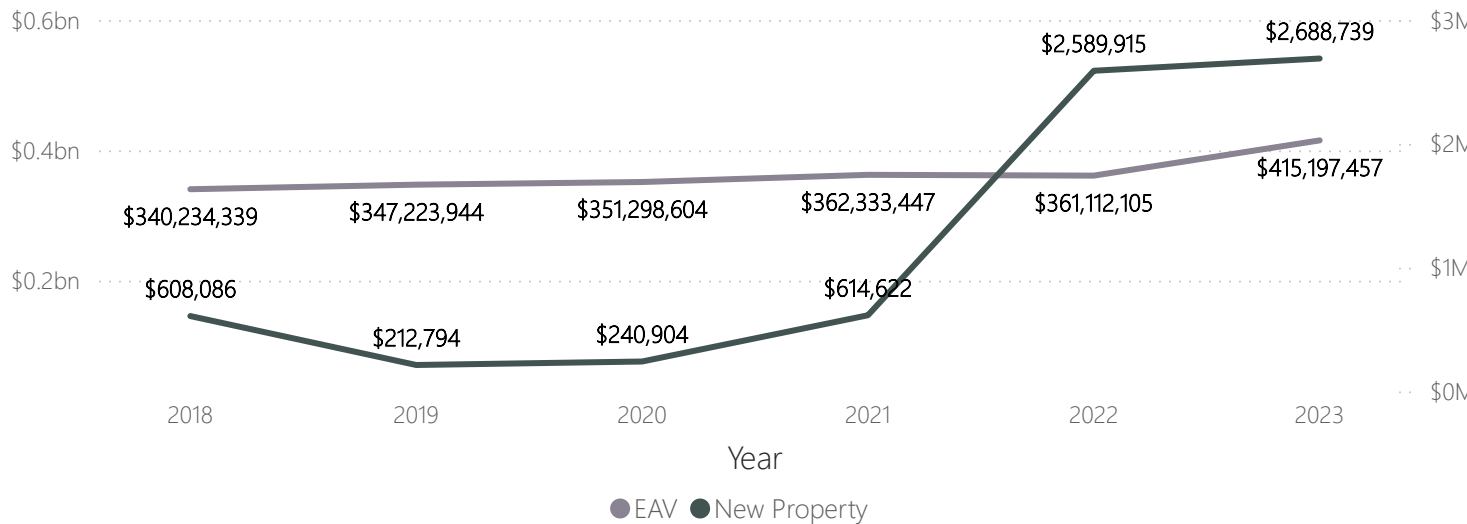
Monthly Building Permit Information



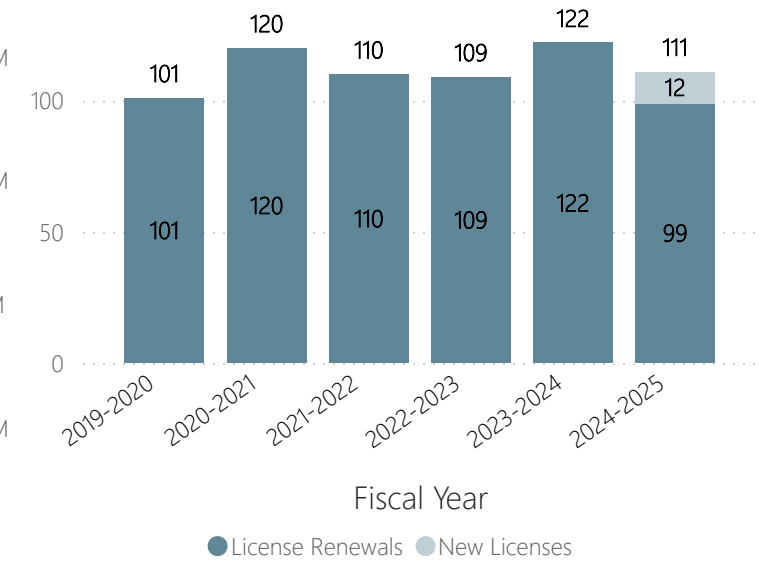
Filter by Fiscal Year

- 2020
- 2021
- 2022
- 2023
- 2024
- 2025

Lindenhurst Taxable Equalized Assesed Value (EAV)



Fiscal Year Business License Information



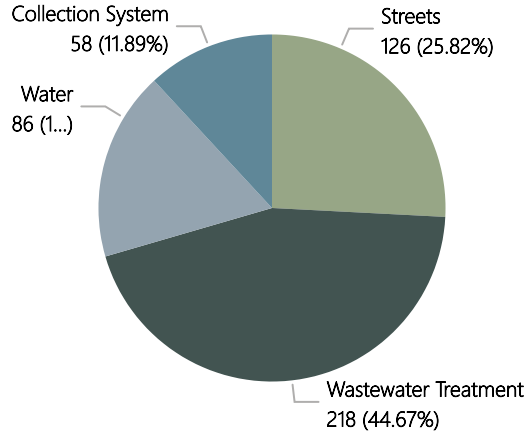


Village Strategic Plan Alignment Key

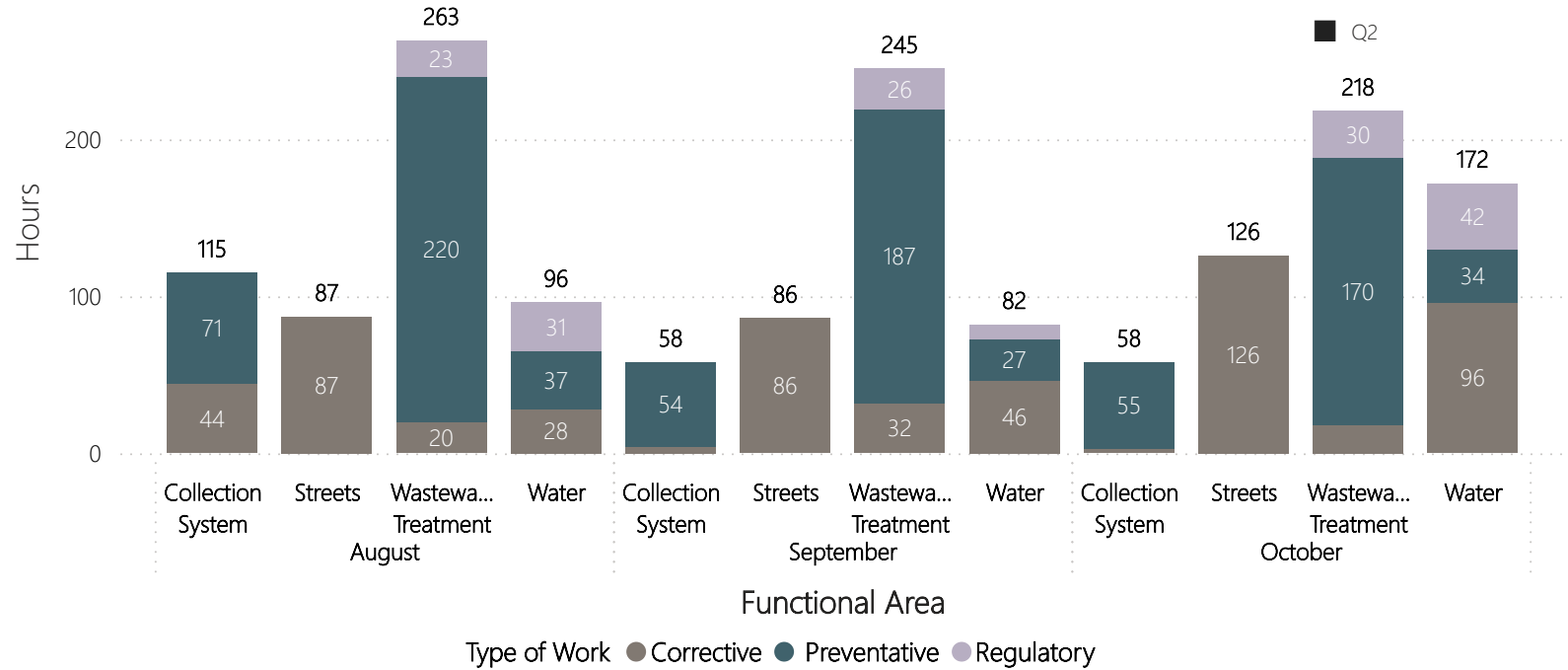
- Community Branding & Engagement
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Public Works

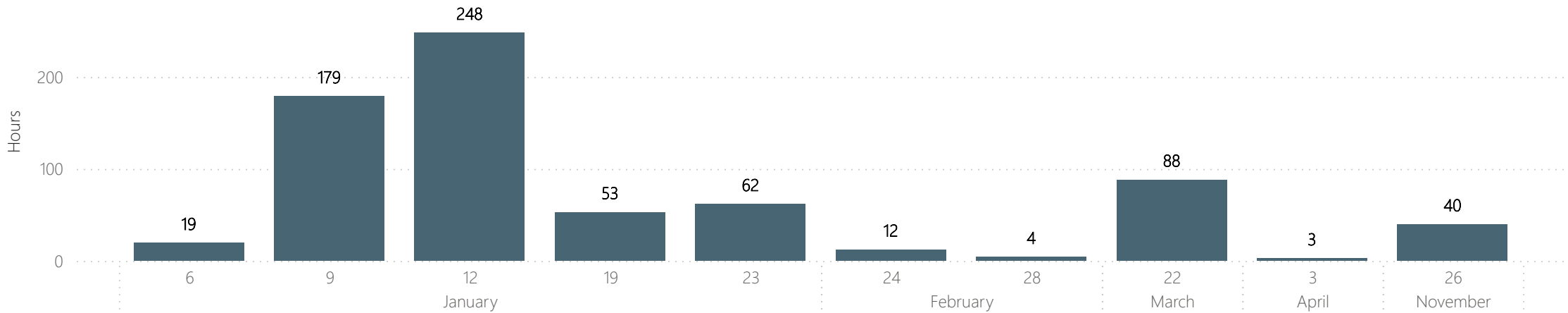
October-Time Spent in Functional Areas



Time Performed in Public Works Functional Area



2023- 2024 Snow Season- Hours to Complete Event



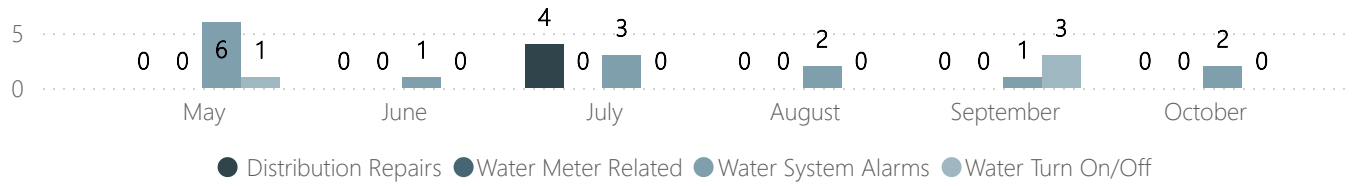


Public Works

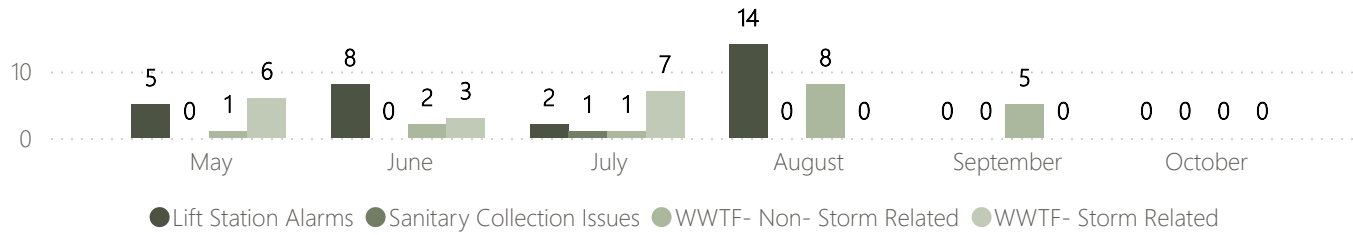
Village Strategic Plan Alignment Key

- Community Branding & Engagement
- Responsible Growth & Development
- Future Ready Operations
- Capital Infrastructure Planning & Improvements
- Business Recruitment & Retention
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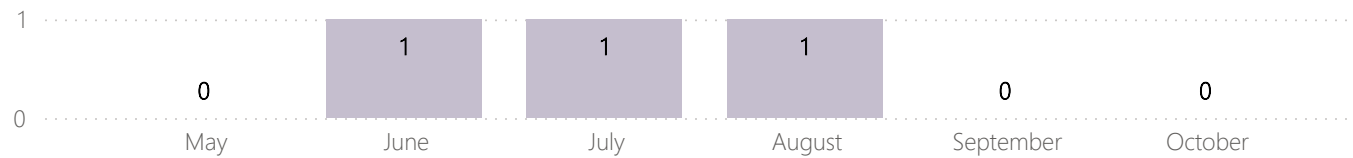
After Hour Call Outs: Water



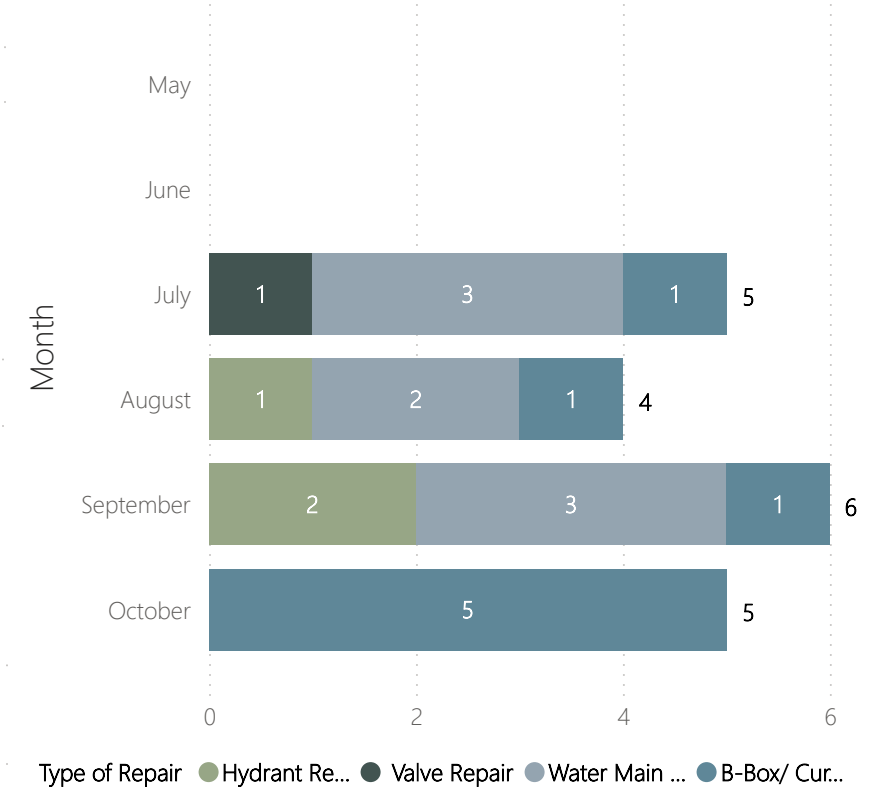
After Hour Call Outs: Sanitary



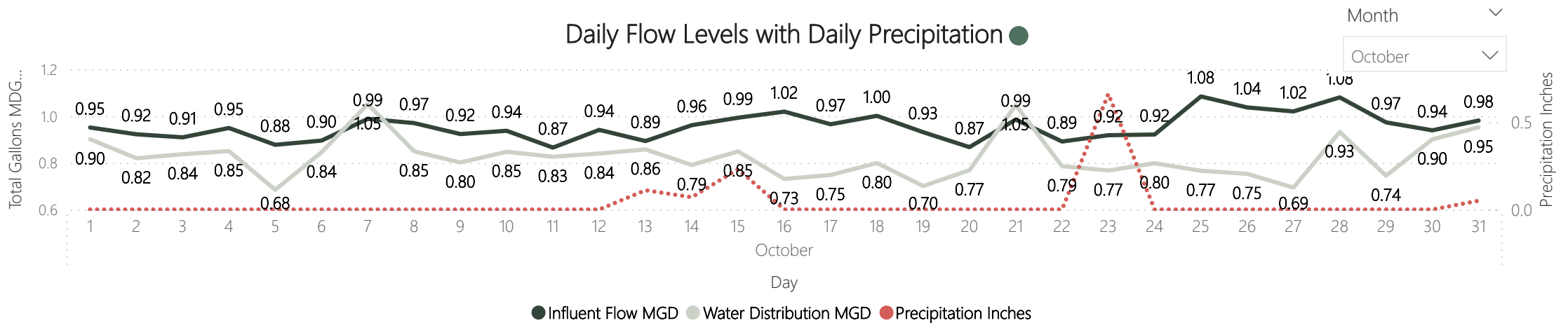
After Hour Call Outs: Streets



Distribution Repairs



Daily Flow Levels with Daily Precipitation



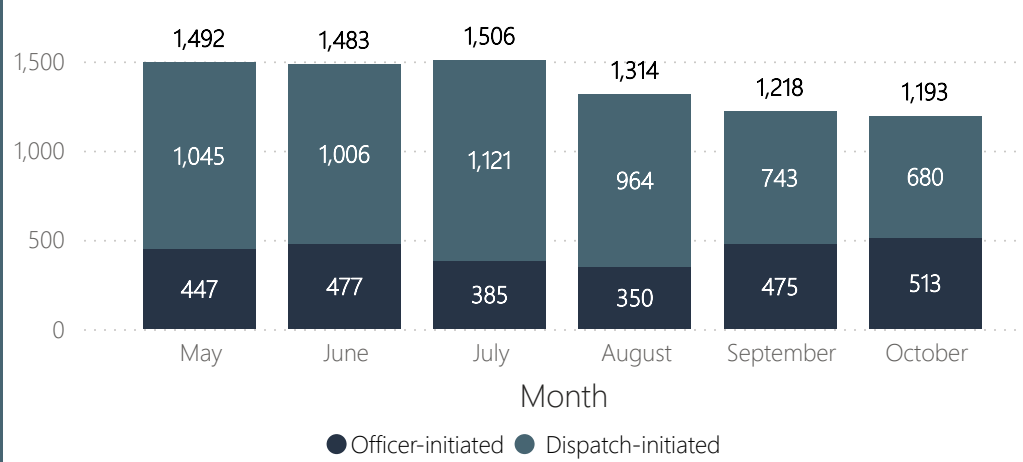


Village Strategic Plan Alignment Key

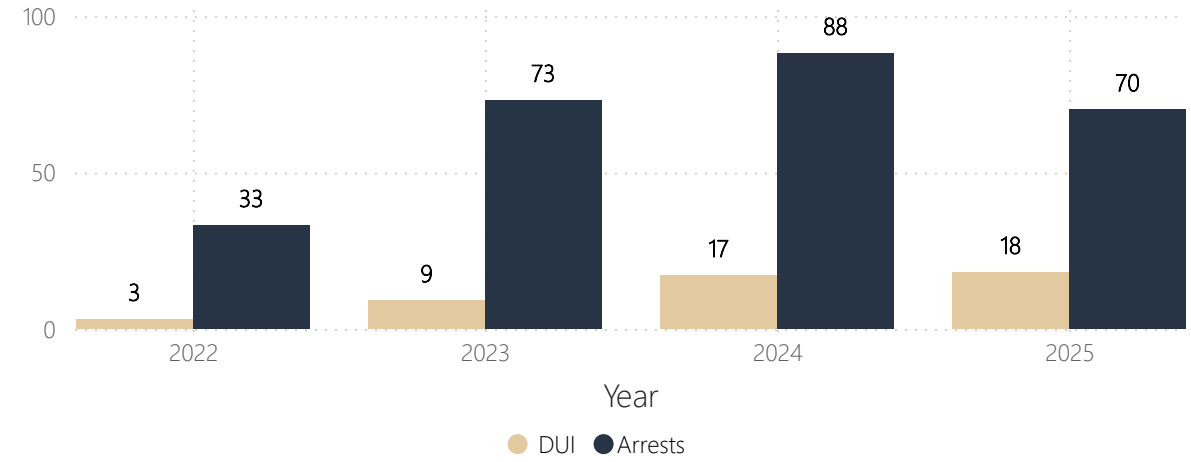
- Community Branding & Engagement
- Responsible Growth & Development
- Future Ready Operations
- Capital Infrastructure Planning & Improvements
- Business Recruitment & Retention
- Operational/Unaffiliated

Police

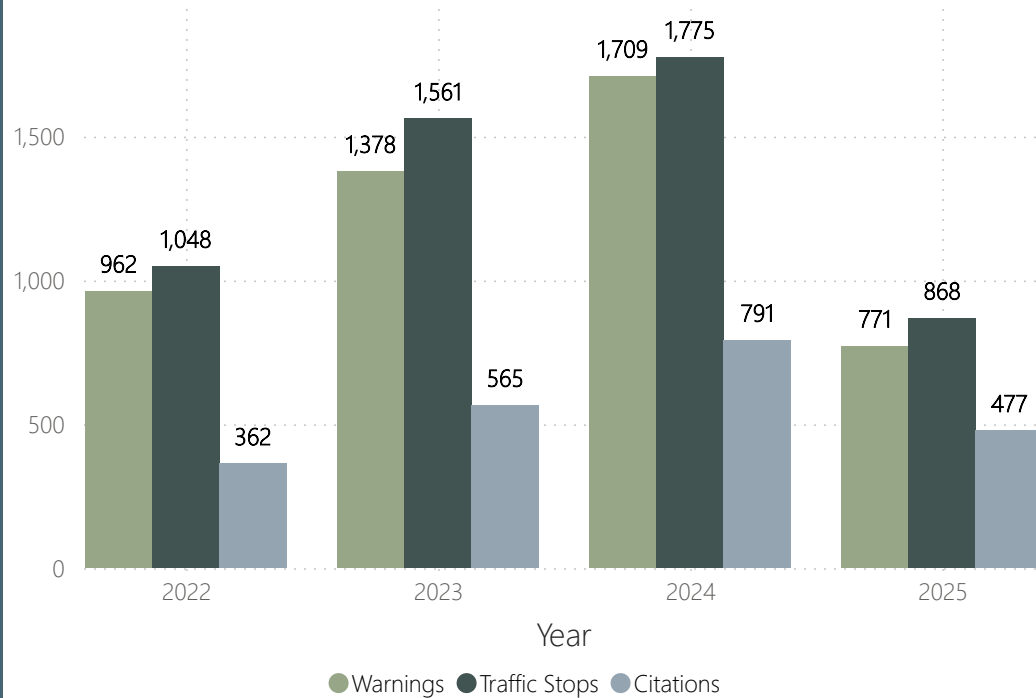
Calls for Service



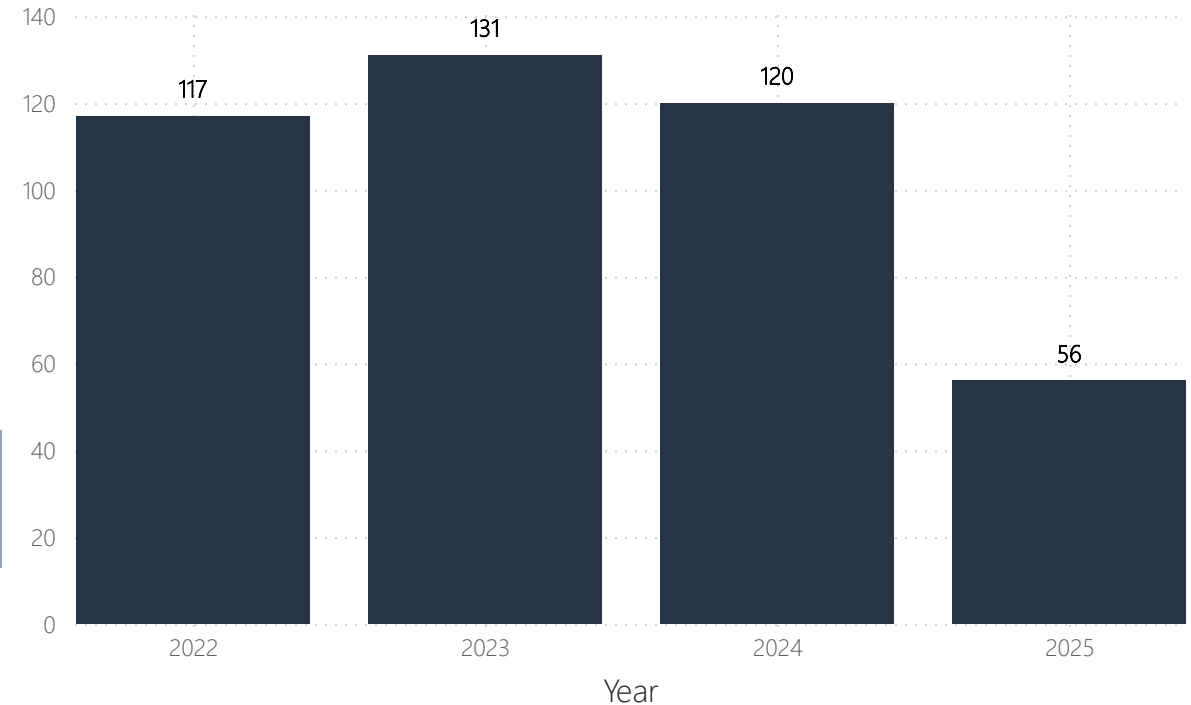
Arrest Data



Traffic Enforcement



Accident Data





Capital Projects Tracking

Filter by Capital Project Category

General Government Improvements

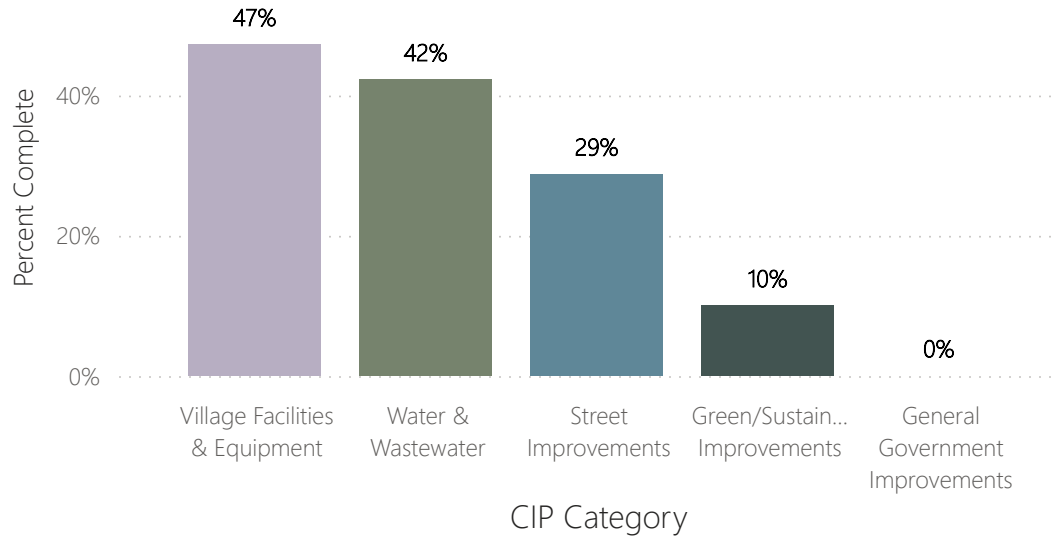
Green/Sustainability Improvements

Street Improvements

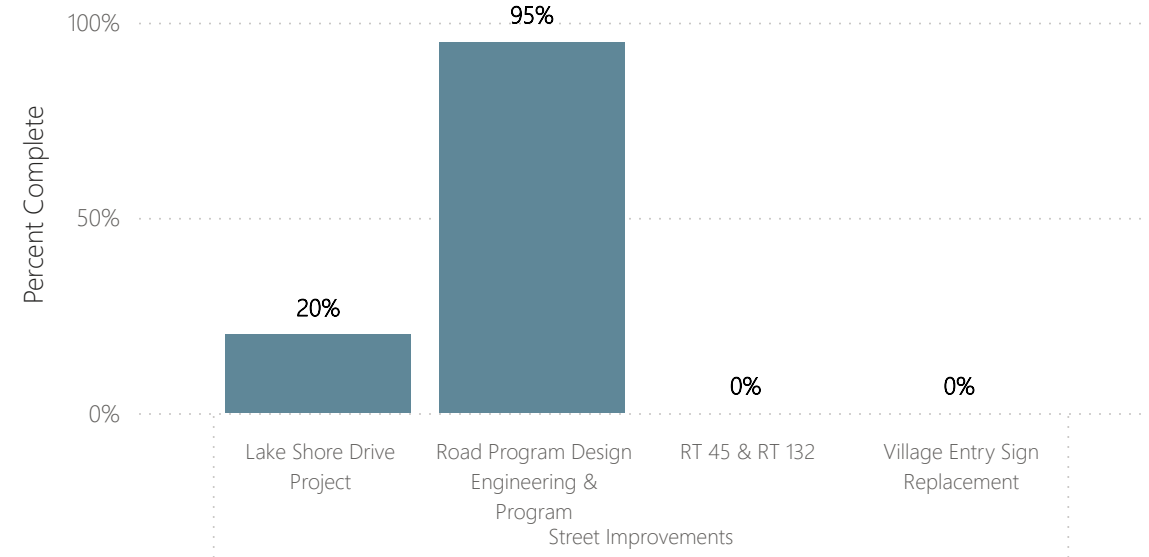
Village Facilities & Equipment

Water & Wastewater

Capital Projects Progress by Category ●



Capital Projects Progress by Project ●



CIP Category	% Complete	Project Description
<input type="checkbox"/> Street Improvements <input checked="" type="checkbox"/> Lake Shore Drive Reconstruction & Engineering	20%	Com ED relocated their utility poles. AT&T is in the process of moving utilities. Northbound lane of Lake Shore Drive has been shut down. Contractor is working on storm system installation.
<input checked="" type="checkbox"/> Misc. Street Improvements	0%	Project is awaiting results from Grand Avenue Streetscaping project to align with the design concept.
<input checked="" type="checkbox"/> Road Resurfacing Program	95%	Pavement and concrete work has been completed. Contractor is in the process of completing restorations.
<input checked="" type="checkbox"/> Village Match for County/State Road Projects	0%	Village's contribution for County & State Road Project

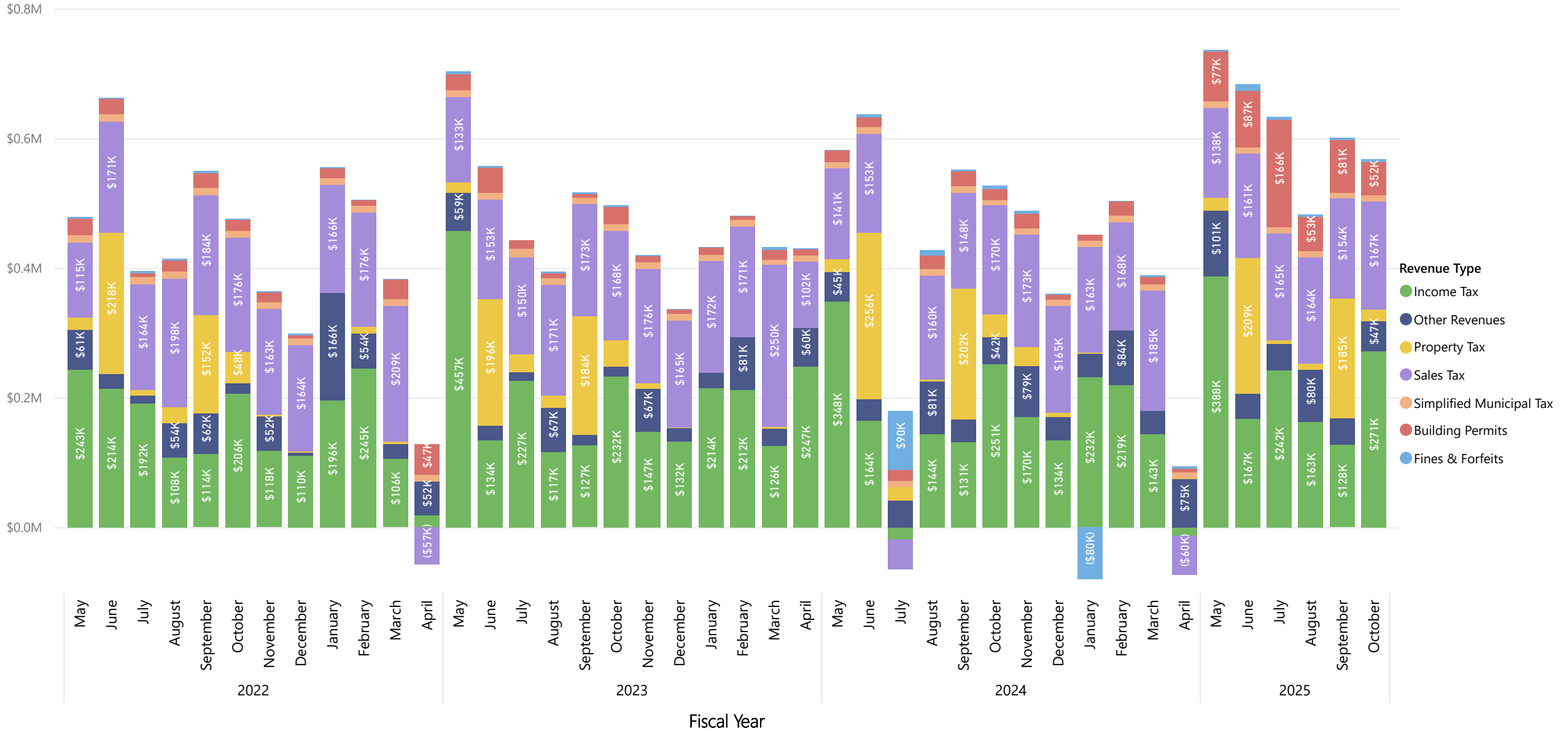
Village Strategic Plan Alignment Key

- Community Branding & Engagement
- Responsible Growth & Development
- Future Ready Operations
- Capital Infrastructure Planning & Improvements
- Business Recruitment & Retention
- Operational/Unaffiliated

Village of Lindenhurst Financial Tracking and Detail Report



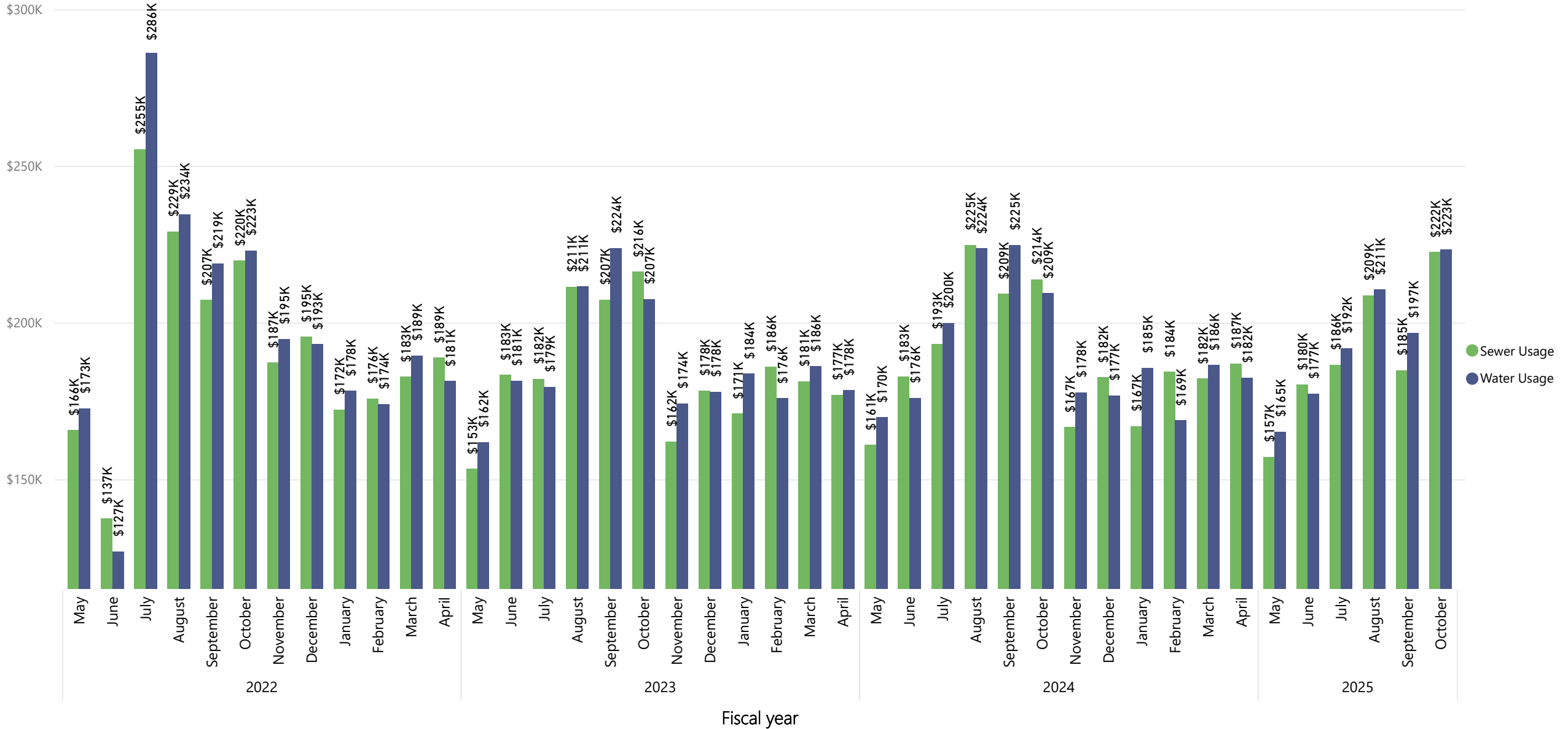
Annual General Fund Revenues by Type



Village of Lindenhurst Financial Tracking and Detail Report

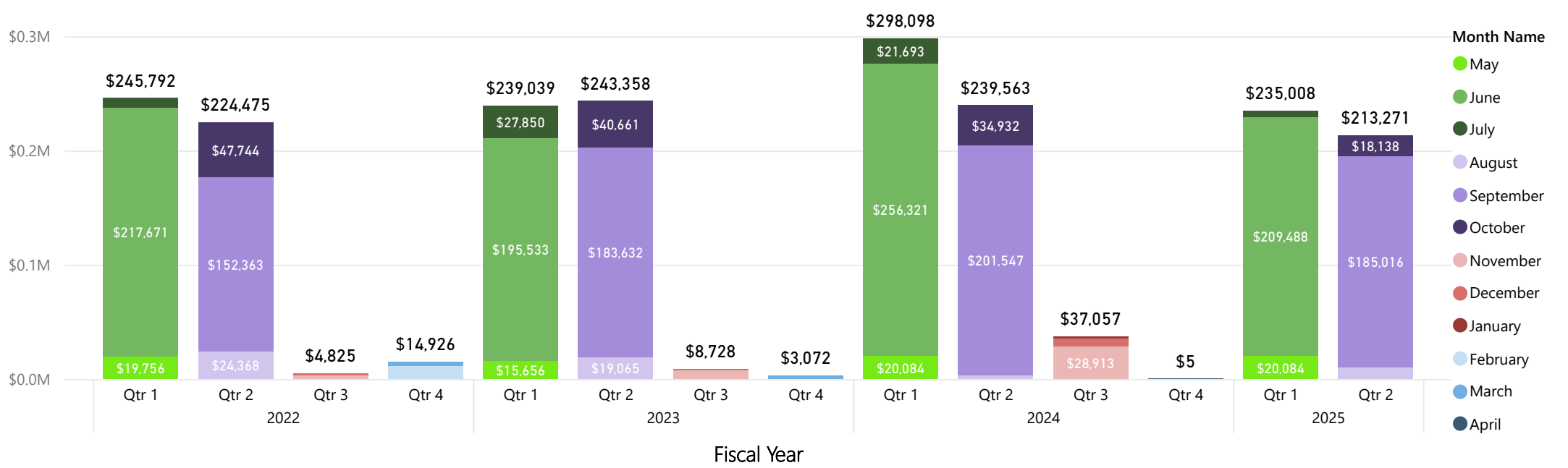


Annual Water and Sewer Receipts

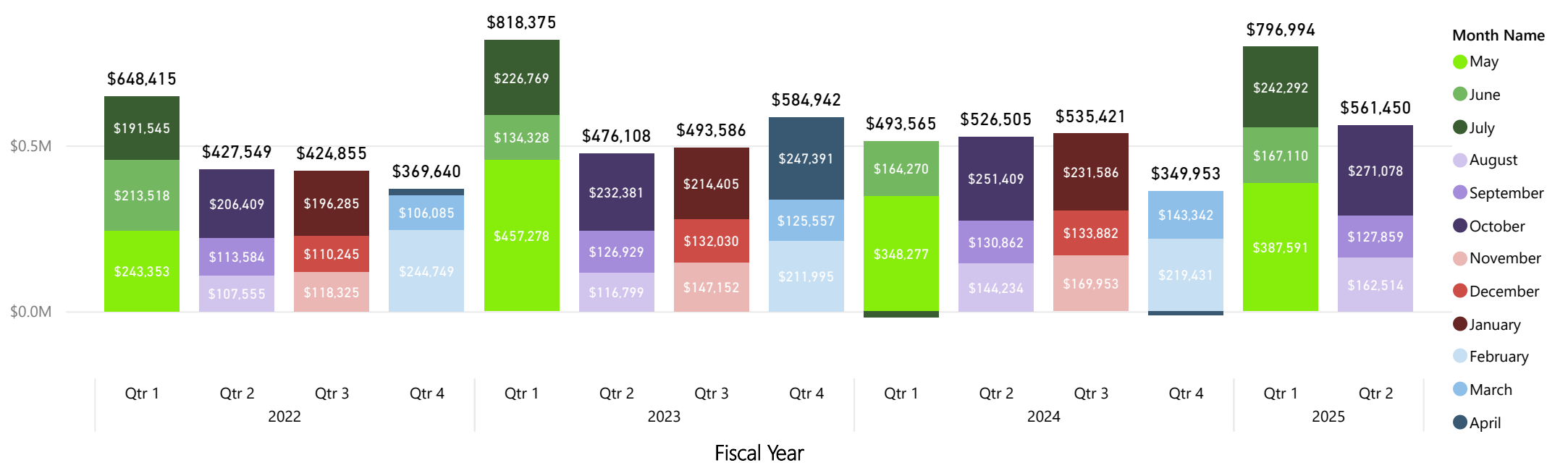


General Fund
Individual
Revenue
Sources

Property Tax Receipts by Month

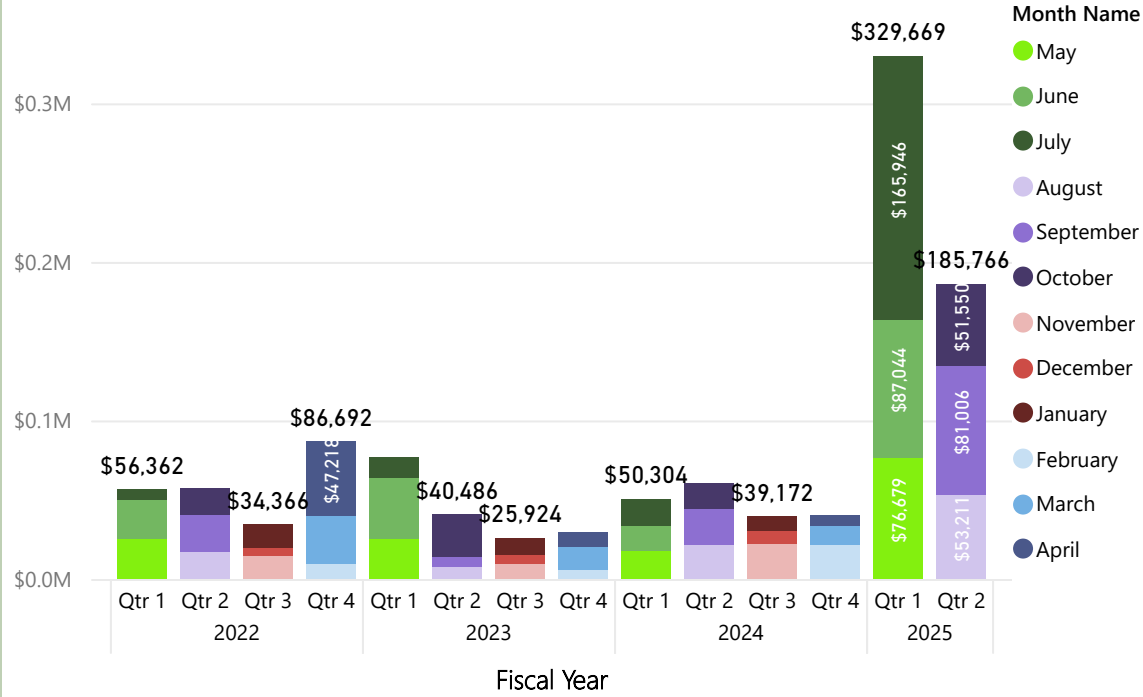


Income Tax Receipts by Month

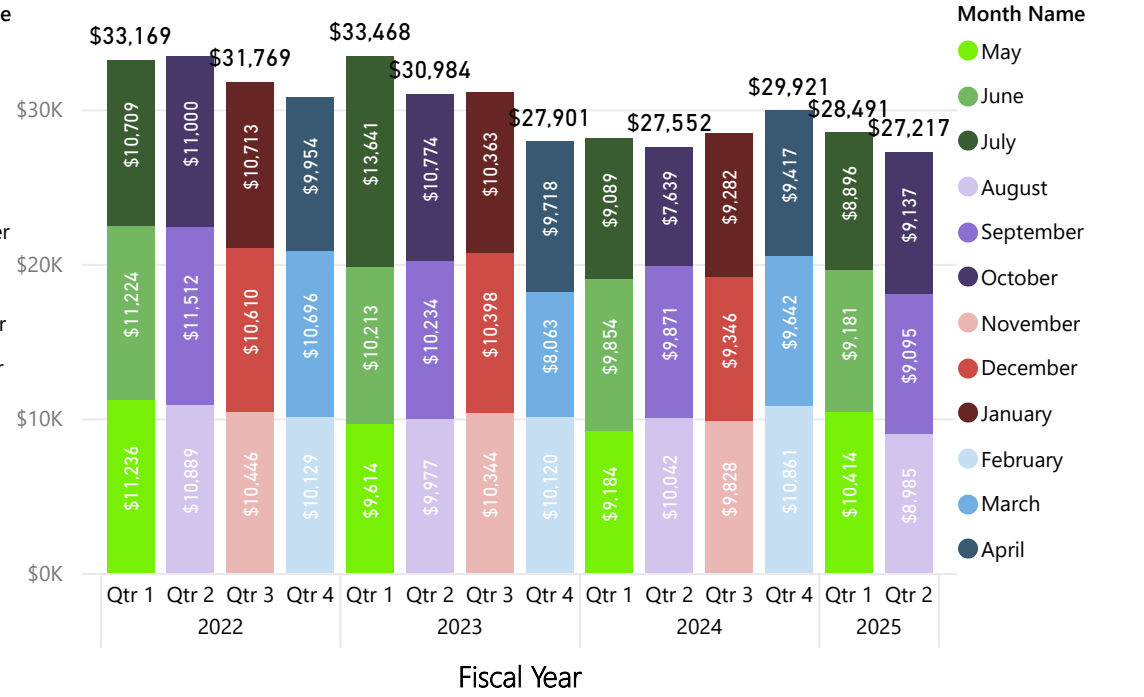


General Fund
Individual Revenue Sources

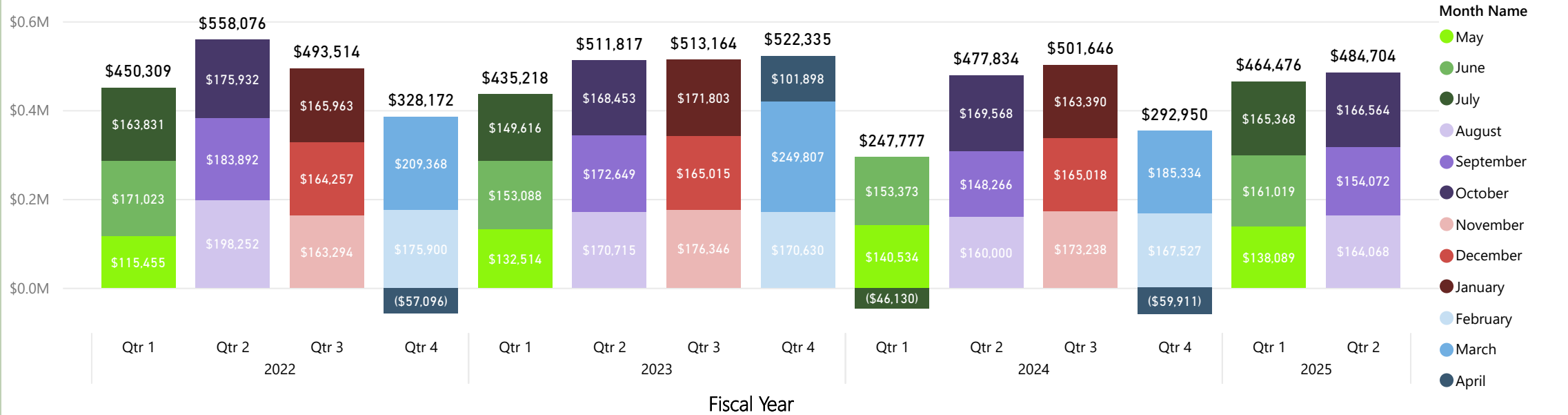
Building Permits Receipts by Month



Simplified Municipal Tax Receipts by Month

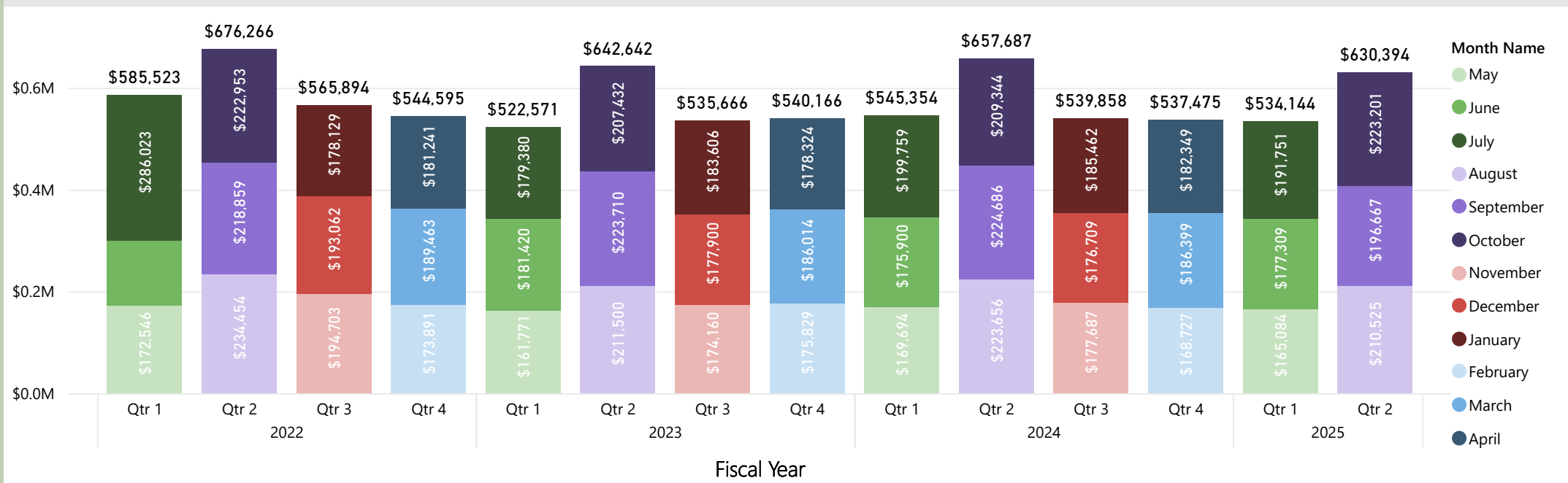


Sales Tax Receipts by Month

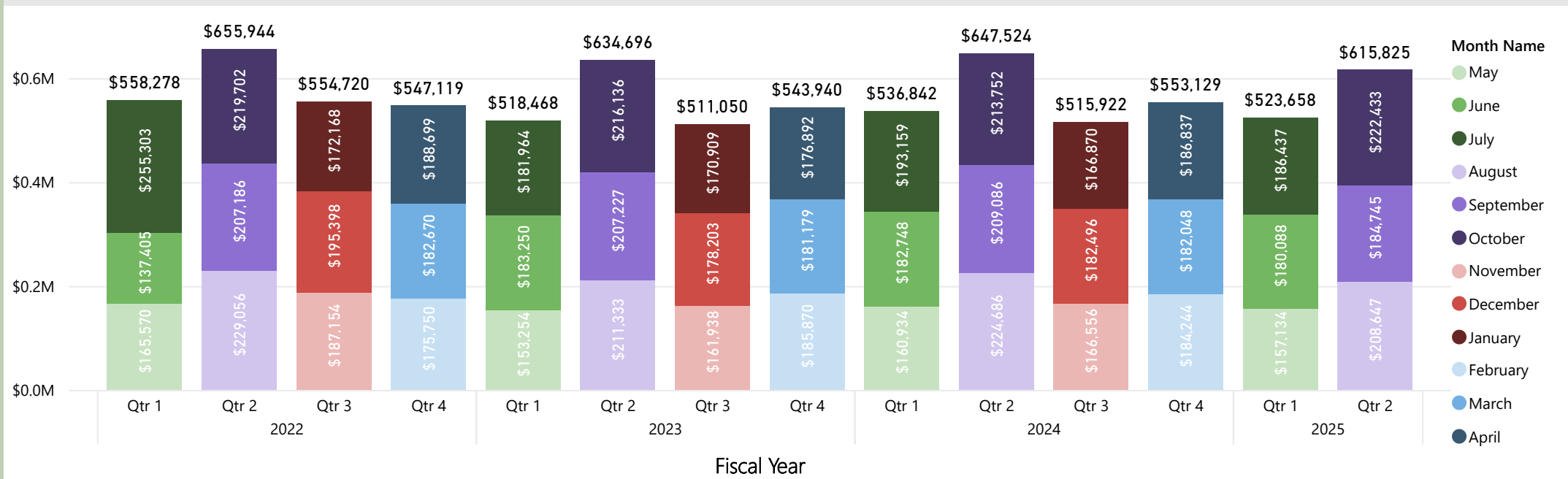


Water/ Sewer Revenues by Month

Water Usage Revenues by Month



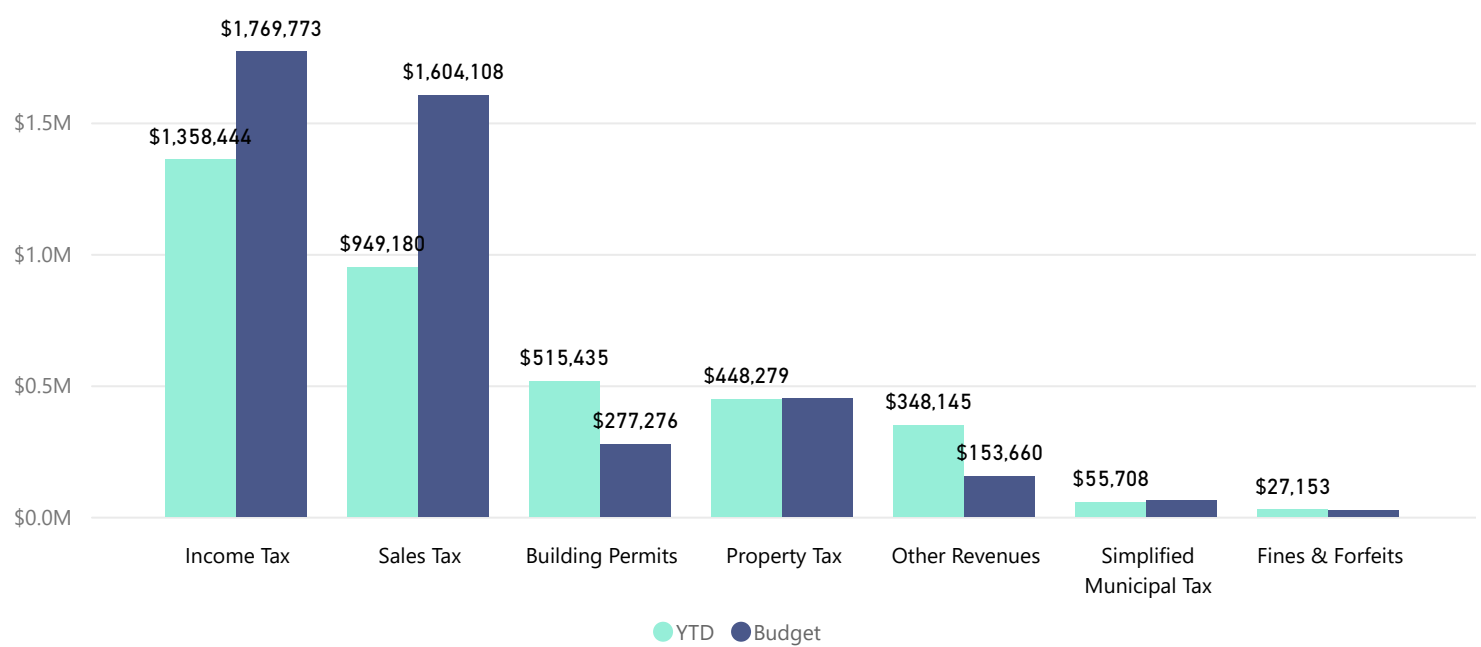
Sewer Usage Revenue by Month



General Fund Historical Revenues

FY	Month Name	Property Tax	Sales Tax	Income Tax	Fines & Forfeits	Building Permits	Simplified Municipal Tax	Other Revenues
2025	May	\$20,084	\$138,089	\$387,591	\$2,247	\$76,679	\$10,414	\$100,921
2025	June	\$209,488	\$161,019	\$167,110	\$9,824	\$87,044	\$9,181	\$39,088
2025	July	\$5,436	\$165,368	\$242,292	\$3,931	\$165,946	\$8,896	\$40,859
2025	August	\$10,117	\$164,068	\$162,514	\$3,371	\$53,211	\$8,985	\$80,119
2025	September	\$185,016	\$154,072	\$127,859	\$3,134	\$81,006	\$9,095	\$40,130
2025	October	\$18,138	\$166,564	\$271,078	\$4,646	\$51,550	\$9,137	\$47,028

Actual Fiscal Year 25 Revenue Compared to Budget

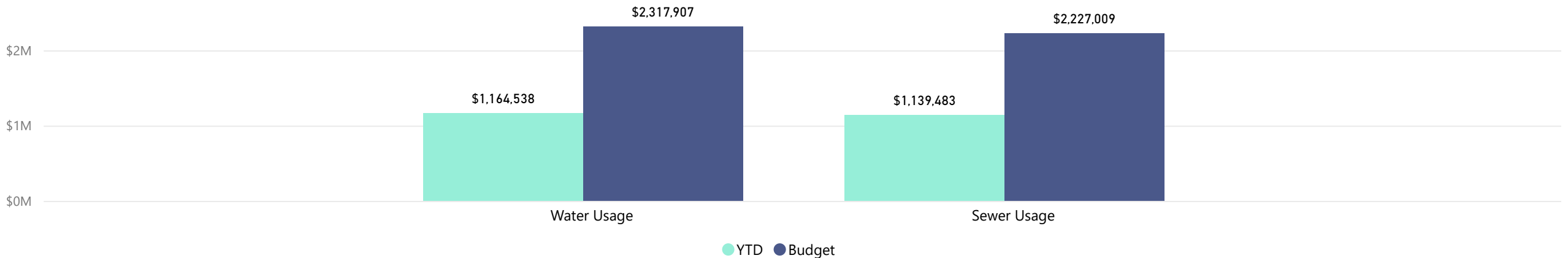


Revenues	YTD	Budget	% of Budget
Building Permits	\$515,435	\$277,276	185.89 %
Fines & Forfeits	\$27,153	\$24,225	112.09 %
Income Tax	\$1,358,444	\$1,769,773	76.76 %
Other Revenues	\$348,145	\$153,660	226.57 %
Property Tax	\$448,279	\$450,069	99.60 %
Sales Tax	\$949,180	\$1,604,108	59.17 %
Simplified Municipal Tax	\$55,708	\$63,856	87.24 %

Water/ Sewer fund Historical Revenues

▲ FY	▲ Month Name	Water Usage	Sewer Usage
2025	May	\$165,084	\$157,134
2025	June	\$177,309	\$180,088
2025	July	\$191,751	\$186,437
2025	August	\$210,525	\$208,647
2025	September	\$196,667	\$184,745
2025	October	\$223,201	\$222,433

Actual FY25 Revenue Compared to Budget



Revenues	YTD	Budget	▼ % of Budget
Sewer Usage	\$1,139,483	\$2,227,009	51 %
Water Usage	\$1,164,538	\$2,317,907	50 %



MEMORANDUM

DATE: November 8, 2024

TO: Mayor Marturano and the Village Board of Trustees

FROM: Clay T. Johnson, Village Administrator

RE: **Regular Village Board Meeting Agenda Transmittal for November 11, 2024**

New Business

A. Presentation: Donation to the 100 Club of Illinois

On Monday, Caitlyn Brennan CEO of the 100 Club of Illinois will be in attendance to receive a donation on behalf of the sponsors, attendees, and other donors who participated in the Village's Charity Golf Outing in September. The golf outing was able to raise \$8,500 for the 100 Club from this year's event.

The 100 Club of Illinois provides resources, several forms of financial support, access to training, and moral support to both the families of first responders killed in the line of duty and active duty first responders throughout the state of Illinois. All sworn federal, state, county and local first responders stationed in Illinois are eligible for benefits.

B. Resolution 24-11-2301R: Motor Fuel Tax Improvement Under the Illinois Highway Code

The enclosed resolution must be adopted by the Village Board to indicate the areas and types of improvements that will be made to our local roads using state-distributed funds generated through the Motor Fuel Tax. The areas of improvements, a summary of work conducted, and an estimated cost figure will be provided to the Illinois Department of Transportation following approval.

C. Approval: Executive Search Services – Chief of Police – MGT, Inc. - \$25,000

The Village has been informed by Police Chief Thomas Jones that he intends to retire from the department at some point after the New Year. After nine and a half years as Chief of Police, Tom intends to relocate with his family to North Carolina. While this move saddens so many of us personally, we must look to initiate processes to avoid a vacuum of leadership at the top of the department.

On Monday, November 5, MGT, Inc. (formerly GovHR) presented to the Human Resources Committee to highlight the executive recruitment services in order to conduct a nationwide search to find the right fit for our organization. MGT/GovHR has conducted hundreds of municipal executive recruitments across the country and is well respected for their process and professionalism. You can see from their included proposal that the company has conducted hundreds of searches for Chiefs of Police across the country. The Village itself is



familiar with the services and employees of MGT as they helped to conduct the executive search when the Village Administrator role was sought to be filled over seven years ago.

In addition, MGT's project lead, Mark Horenstein is located in nearby Gurnee. With thirty years of experience in law enforcement including six as Chief of Police in Winnetka, Mr. Horensteins position allowed him a broad perspective in law enforcement including leading organizations to which Lindenhurst is a member such as the former president of the Northeast Regional Crime Lab. Additionally, he remains active in the Lake County Chiefs of Police Association.

In their proposal, MGT includes a background on their company, the phased approach in which this search may be conducted, and an estimated cost for the process. MGT identifies a cost for their search services to be around \$25,000. This cost does not include consultant travel expenses which should be minimal given our point of contact's proximity. As a frame of reference, the total cost of the executive search for the Village Administrator in 2017 was slightly above \$17,400. The full proposal, along with an example recruiting brochure, is included in your materials.

After hearing the presentation and posing questions to Mr. Horenstein, the Committee was comfortable with the capabilities of MGT to conduct this search. They unanimously approved a recommendation of moving forward with MGT for executive recruitment services. With the approval of the Village Board, an agreement with the company will be executed and a kick-off meeting is scheduled to occur in the coming days. The time frame of the search process is anticipated to take 90-120 days.

D. Approval: 2024 Property Tax Determination

At their meeting on November 1st, the Finance Committee discussed the 2024 property tax levy. As is customary with their review, the members reviewed the Village's financial forecast and discussed factors that may be looming which could impact revenues and expenses in the coming year and beyond. The focus of their review primarily concerns the components of the Village's budget which are supported, in whole or in part, by property taxes. There were two items of note discussed at that meeting. First, the Village's recommended contribution to the Police Pension increased by \$29,319 when compared to the previous year. The increase is a result of the likely increase in future benefit payments for expected retirements and meeting the obligations of the Village's unfunded liability. The total amount of police pension contribution for next year's budget will be \$671,203. Second, the Retirement Fund, which funds the expenses related to non-public safety employer IMRF pension contributions, Social Security, and all Medicare costs has accumulated a significant fund balance and will continue to do so through the end of this fiscal year. A planned drawdown of those reserves was proposed, reducing the fund balance and the estimated revenues needed for next year. The planned drawdown would



extend over a five-year period and divert around \$20,000-\$25,000 to other portions of the levy. For this year, \$22,000 will be diverted to the Corporate levy. The intent is to bring the fund's reserve equal to one year's expenses.

The Village did experience an increase in our overall Equalized Assessed Valuation (EAV) over the previous year of approximately 15.5%. Lindenhurst's estimated EAV for tax year 2024 is \$479,671,385. This amount includes over \$2.62M in new construction which almost equals the new construction value presented in 2023, which, at that time, was the highest new construction valuation in nine years. Because the EAV grew considerably from the prior year, the proposed tax levy will still create a reduction in the Village's tax rate from .324034 in Tax Year 2023 to .282011 in Tax Year 2024.

Levy Year 2023, Pay Year 2024 Tax Rate = .324034

0% CPI Property Tax Levy Increase, with New Property Added

Total EAV: \$479,671,385

Total 2024 Levy Amount: \$1,352,725

Levy Change from Previous Year: \$7,345 (0.5% Increase)

Estimated Property Tax Rate: .282011 (13% Decrease, not including recapture)

Estimated Village of Lindenhurst Tax on a \$250k home: \$235.01 (13% Decrease)

Based upon these factors and anticipated expenses, the Finance Committee recommended a total levy of \$1,352,725 which includes no new inflationary adjustment to the levy, but does include new property. With that in mind, the tax levy is estimated below:

ESTIMATED 2024 TAX LEVY SCENARIO

	<u>2023 Actual Levy</u>	<u>0% CPI, New Property Added</u>	<u>Change from Previous Levy</u>
Corporate Fund	415,106	387,430	-27,676
IMRF	58,094	66,018	+7,924
Police Pension	641,886	671,203	+29,317
Social Security	79,564	73,254	-6,310



Insurance	142,682	154,820	+12,138
Recapture*	8,046	TBD	TBD
Total#	1,345,380	1,352,725	+7,345

*Pursuant to Senate Bill 508 which was signed into law, starting in the 2021 Tax Year, all taxing districts’ levies shall be increased by a prior year adjustment whenever there is an assessment decrease due to error or property tax appeals. The amount of recapture is determined by Lake County and is levied automatically as part of the Village’s levy. This amount does not impact PTELL imposed property tax caps. As of this date, we do not know what this amount will be for the next property tax year.

#Levy amounts are truncated which may cause final levy to vary slightly.

The Finance Committee unanimously recommended the adoption of a property tax levy of \$1,352,725 which accepts all new property, and adds no inflationary factor to the previous year’s levy. In accordance with state law, the estimate and/or determination of the levy must be done 20 days prior to the adoption of the property tax levy ordinance. The Village will schedule the adoption of the levy formally on Monday, December 9th.

E. Discussion: Economic Development Strategy Implementation

As one of her final tasks before her departure, Anita Archambeau prepared an economic development strategy which is intended to act as a playbook, and outlines tasks and initiatives that could be executed to advance the Village’s economic development efforts. That strategy was presented to the Village Board on October 14th for their feedback. Feedback from the Village Board at that meeting was positive.

Ms. Archambeau indicated that the components of the strategy were more numerous and robust than what she would have been capable of undertaking given the time constraints specified by her contract (approximately 10 hours per week). Without a dedicated individual responsible for the advancement of economic development, the Village, once again, is at a crossroads of how to proceed with this function, not unlike the position we viewed ourselves in back in August 2022. As a glimpse back into the past, I have included the memo provided to the Village Board at the time of that first Village Board discussion. In that memo, we weigh the choice of seeking a firm or a part-time independent contractor to act as our economic development function – recruiting, retaining, and growing local business. The direction was given to seek an independent contractor to perform this work, which through a search process, brought us Anita.

The Village is again faced with the choice to seek a private individual/firm to act on a contractual basis to assist with recruitment and retention efforts, seek to hire someone to come onto staff to fill that role, or allow staff to divvy up those responsibilities. The Village



can create a solicitation for an independent contractor or private firm to perform this function, similar to our relationship with Ms. Archambeau. If ultimately the decision of the Board, it may be advisable to increase the number of hours this person dedicated to our needs as we are in a different position than we were in 2022. With much of the redevelopment of the former Linden Plaza behind us, much more effort will be needed to advance recruitment and retention of business for Lindenhurst. However, there is a question of if and how a firm or individual, would be able to perform some of the more personal touch action steps outlined in the economic development strategy. The job advertisement that was used back in 2022 has been updated and enclosed in the meeting materials. Any changes needed for that document, if the direction of the Board, should be articulated during our discussion. An RFP for a firm to work contractually for the Village would need to be developed, if this is the consensus of the Village Board.

Another possibility to consider is the creation of a new, full-time position primarily tasked with economic development. Given the working title of "Economic Development and Special Projects Coordinator," the position's responsibilities would revolve around recruitment and retention of businesses and implementation of the economic development strategy. This position would act as a liaison with our local businesses, oversee the business licensing processes, gather and disseminate business resources developed by our regional partners and non-profits, and assist the other departments with ongoing projects. The position would be modeled after the Management Analyst position, but with an emphasis on economic development. The ideal candidate would have economic development, urban planning, or commercial real estate experience. Municipal experience would be preferred, but not necessarily required. Over time, it is conceivable that this role could grow and develop into a position that is solely dedicated to economic development or evolve into a Community Development Director who could eventually handle all planning, zoning, and development issues in house.

With a proposed position equivalency to that of a Management Analyst, the pay range for the position is between \$59,026 and \$87,709. A job description of the position and a potential job advertisement are included in your materials for your review and feedback.

Many of the same pros and cons that were outlined in my 2022 memo still exist as we analyze this issue again in 2024. Above all else, I believe Ms. Archambeau's work with the Village demonstrated how useful this role acting on behalf of the Village can be. Her work promoting the Village was positively received by many business owners and municipal officials throughout Lake County. She also provided a strong foundation from which the Village can grow this effort regardless of whether it is conducted by contract or in-house.

Discussion of this topic comes at a critical time in our Village. There is a certain momentum that the Village is experiencing through recent residential development and the various



improvements and improved occupancy of the Lindenhurst Center. We are in the midst of a streetscape improvement and design standards exercise with Teska that has the potential to transform the look and feel of Grand Avenue. Meanwhile, we cannot overlook the fact that our most powerful redevelopment tool, the Grand Avenue TIF, has a shelf life of about 20 more years. There may be no better time to act on this matter than in this moment.

On Monday, staff seeks direction from the Village Board with respect to their preferences on how the Village should operate its economic development function moving forward.



November 11, 2024

Village Board Meeting Agenda Item Cover Sheet

Agenda Item: B. Resolution 24-11-2301R: Motor Fuel Tax Improvements

Alignment with Strategic Plan:

- C** Community Branding & Engagement
- G** Responsible Growth & Development
- F** Future Ready Operations
- I** Capital Infrastructure Planning & Improvements
- B** Business Recruitment & Retention
- U** Operational/Unaffiliated

Budgetary Impact: N/A

Within Budget: Yes No

Suggested Motion: **Approve the Motor Fuel Tax Improvement under the Illinois Highway Code resolution as presented.**

Voting Record:

Trustee Chybowski
 Trustee Dickson
 Trustee Dunham
 Trustee Grace

Trustee Rosten
 Trustee Suchy
 Mayor Marturano



**Resolution for Improvement
Under the Illinois Highway Code**

2. That there is hereby appropriated the sum of Nine hundred thousand and no/100
Dollars (\$900,000.00) for the improvement of
said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, _____ **Village** Clerk in and for said **Village**
Name of Clerk Local Public Agency Type Local Public Agency Type

of Lindenhurst in the State aforesaid, and keeper of the records and files thereof, as provided by
Name of Local Public Agency

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

Board of Lindenhurst at a meeting held on _____
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

Approved

Regional Engineer Signature & Date
Department of Transportation

Instructions for BLR 09110 - Page 1 of 2

NOTE: Form instructions should not be included when the form is submitted.

This form shall be used when a Local Public Agency (LPA) wants to construct an improvement using Motor Fuel Tax(MFT) funds. Refer to Chapter 9 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Is this project a bondable capital improvement?

Check Yes if the project was a bondable capital improvement, check no if it is not. An example of a bondable capital project may include, but is not limited to: project development, design, land acquisition, demolition when done in preparation for additional bondable construction, construction engineering, reconstruction of a roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement and/or major bridge rehabilitation. Permanent ADA sidewalk/ramp improvements and seeding/sodding are eligible expenditures if part of a larger capital bondable project. A bondable capital improvement project does not mean the LPA was required to sell bonds to fund the project, however the project did meet the criteria to be bondable.

Resolution Number

Enter the resolution number as assigned by the LPA, if applicable.

Resolution Type

From the drop down box choose the type of resolution:

- Original would be used when passing a resolution for the first time for this project.
- Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions.
- Amended would be used when a previously passed resolution is being amended.

Section Number

Insert the section number of the improvement the resolution covers.

Governing Body Type

From the drop down box choose the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.

LPA Type

From the drop down box choose the LPA body type. Types to choose from are: County, City, Town or Village.

Name of LPA

Insert the name of the LPA.

Contract or Day Labor

From the drop down choose either Contract or Day Labor.

Roadway/Street Improvements:

Name Street/Road

Insert the name of the Street/Road to be improved. For additional locations use the Add button.

Length

Insert the length of this segment of roadway being improved in miles.

Route

Insert the Route Number of the road/street to be improved if applicable.

From

Insert the beginning point of the improvement as it relates to the Street/Road listed to the left.

To

Insert the ending point of the improvement as it relates to the Street/Road listed to the left.

Structures:

Name Street/Road

Insert the name of the Street/Road on which the structure is located. For additional locations use the Add button.

Existing Structure No.

Insert the existing structure number this resolution covers, if no current structure insert n/a.

Route

Insert the Route number on which the structure is located.

Location

Insert the location of the structure.

Feature Crossed

Insert the feature the structure crosses.

1

Insert a description of the major items of work of the proposed improvement.

2

Insert the dollar value of the resolution for the proposed improvement to be paid for with MFT funds in words followed by in the same amount in numerical format in the ().

Instructions for BLR 09110 - Page 2 of 2

Name of Clerk	Insert the name of the LPA clerk.
LPA Type	Insert the type of clerk based on the LPA type. Types to choose from are: County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	Insert the type of administrative body. choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.
Day	Insert the day Clerk is signing the document.
Month, Year	Insert the month and year of the Clerk's signature.
Seal	The Clerk shall seal the document here, if required. If a seal is required, electronic signatures should not be used.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation shall sign and date here once approved.

A minimum of three (3) certified signed originals must be submitted to the Regional Engineer's District office OR email PDF completed form with electronic signatures to your local District LRS office.

Following IDOT's approval, distribution will be as follows:

- Local Public Agency Clerk
- Engineer (Municipal, Consultant or County)
- District



November 11, 2024

Village Board Meeting Agenda Item Cover Sheet

Agenda Item: C. Executive Search Services – MGT, Inc.

Alignment with Strategic Plan:

- Community Branding & Engagement
- Responsible Growth & Development
- Future Ready Operations
- Capital Infrastructure Planning & Improvements
- Business Recruitment & Retention
- Operational/Unaffiliated

Budgetary Impact: \$25,000 to the General Fund

Within Budget: Yes No

This expense was unanticipated at the start of FY 2025.

Suggested Motion: **Authorize the Village Administrator to execute a master services agreement with MGT, Inc. for the recruitment of Chief of Police.**

Voting Record:

Trustee Chybowski
 Trustee Dickson
 Trustee Dunham
 Trustee Grace

Trustee Rosten
 Trustee Suchy
 Mayor Marturano



MASTER SERVICES AGREEMENT

THIS MASTER SERVICES AGREEMENT (“Agreement”) is entered into as of November 6, 2024 (“Effective Date”) between MGT Impact Solutions, LLC (“MGT”), with offices located at 4320 West Kennedy Boulevard, Tampa, FL 33609, and the Village of Lindenhurst (“Client”), located at 2301 E. Sand Lake Road, Lindenhurst, IL 60046, collectively referred to herein as the “Parties.”

WHEREAS, MGT offers global technological, educational, organizational and staffing consulting solutions services to the public and private sectors;

WHEREAS, Client anticipates a need within its organization for MGT’s services; and

WHEREAS, the Parties intend for this Agreement to serve as the governing, contractual basis of MGT’s provision of future project-level services to Client.

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

1. THIS AGREEMENT AND STATEMENTS OF WORK. The Parties enter into this Agreement to set forth the general terms and conditions that will govern MGT’s provision of services to Client. Such services will be subsequently agreed upon by the Parties in individual Statements of Work (“SOW”).

Each SOW will state all details required for the proper provision of project-level services, including scope, pricing, period of performance, and other required information (“Services”) each an Exhibit A, Statement of Work, attached hereto and incorporated into the Agreement. Unless otherwise stated in an SOW, all Services shall be performed remotely. Each SOW will require signature by both parties to be effective.

2. CONTRACT DOCUMENTS AND ORDER OF PRECEDENCE. The contract documents consist of this Agreement and all exhibits, attachments, amendments, and SOWs subsequently executed by the Parties and all exhibits, attachments, amendments, and other documents made a part of the SOW (“Contract Documents”). Upon signature by the Parties, all SOWs executed during the Term shall be considered incorporated into and made a part of this Agreement.

In the event of a conflict among the terms and conditions in this Agreement and any SOW, unless that SOW expressly states the intention for the SOW to control with regard to the conflicting term or condition, then this Agreement shall control. Any terms or conditions contained in documents issued by Client other than the Contract Documents, including purchase orders, shall be voidable at MGT’s discretion.

3. TERM. The term of this Agreement shall commence on the Effective Date and will continue for a period of one (1) year or until terminated in accordance with this Agreement. This Agreement will automatically renew for additional one (1) year terms unless terminated by either party at least thirty (30) days prior to the expiration date.

4. TERMINATION. This Agreement or any individual SOW may be terminated with cause by either party: (a) if the other party materially breaches the terms of this Agreement and fails to cure the breach within thirty (30) calendar days following written notice specifying the breach, or (b) immediately upon written notice if the other party fails to comply with applicable law or regulation.



This Agreement may be terminated by the Client without cause upon thirty (30) days written notice, and shall pay MGT for services rendered up through the date of termination. MGT shall submit an invoice for work performed and related expenses.

5. INSURANCE. During the Term of this Agreement and any SOW, MGT will maintain the minimum insurance coverages below. MGT shall provide Certificates of Insurance to Client upon request and as required under SOWs.

a.	Commercial General Liability	\$1,000,000 per occurrence \$2,000,000 annual aggregate
c.	Business Automobile Liability	\$1,000,000 combined single-limit, non-owned and hired. (MGT does not own autos)
d.	Umbrella/Excess Liability	\$10,000,000 per occurrence & aggregate, follows form
e.	Worker’s Compensation	Per Statute
f.	Employer’s Liability	\$1,000,000 each accident
f.	Professional Liability	\$6,000,000 aggregate

6. INDEMNIFICATION. To the extent permitted by law, each Party shall fully defend, indemnify and hold harmless the other Party and its officers, directors, employees, agents, representatives, successors and assigns (collectively, “Indemnified Parties”) from any and all claims, demands, causes of actions, costs, expenses, liability, losses, or damages including attorney’s fees and expenses (“Claims”), whether in law or in equity, for bodily injury, death or property damage arising out of, relating to or caused by, in whole or part, the negligence, errors, omissions or willful misconduct of the indemnifying party or its officials, officers, employees, subcontractors, consultants or agents, relating to or connected with performance under this Agreement, unless Claims are caused wholly by the sole negligence or willful misconduct of the Indemnified Parties.

A Party’s indemnity obligations under this Section are contingent upon the indemnified party: a) promptly notifying indemnifying party of each claim; provided, however, that the indemnified Parties failure to give prompt notice to the indemnifying party of any such claim shall not relieve the indemnified party of any obligation under this Section except and to the extent that such failure materially prejudices the indemnifying party’s ability to defend against such claim; b) providing the indemnifying party with sole control over the defense and/or settlement thereof, provided however, that indemnifying party shall not settle any claim that includes an admission of wrongdoing by indemnified parties or otherwise adversely affects indemnified parties’ interests without prior consent; and c) at the indemnifying party’s request and expense, providing full information and reasonable assistance to the indemnifying party with respect to such claim.

7. LIMITATION OF LIABILITY. MGT shall not be held liable for factors outside of its reasonable control, including losses or damages as a result of Client’s provision of inaccurate data, or changing laws, regulations, political conditions.

TO THE EXTENT PERMITTED BY LAW AND EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS, REVENUE, DATA OR DATA USE, OR LOSS OR INTERRUPTION OF BUSINESS, ARISING OUT OF ANY OF THE TERMS OR CONDITIONS OF THIS AGREEMENT OR WITH RESPECT TO ITS PERFORMANCE HEREUNDER, WHETHER ARISING OUT OF BREACH OF CONTRACT, BREACH OF WARRANTY, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY, STRICT LIABILITY OR ANY OTHER THEORY. THE FOREGOING LIMITATION OF LIABILITY AND



EXCLUSION OF DAMAGES APPLIES EVEN IF A PARTY HAD OR SHOULD HAVE HAD KNOWLEDGE OF THE POSSIBILITY OF SUCH DAMAGES.

To the extent permitted by law, except for actions or claims resulting from MGT's gross negligence or intentional or willful misconduct, MGT's total aggregate liability to Client shall be limited to the amount of compensation paid by Client to MGT under this Agreement in the twelve (12) months prior to the action giving rise to liability.

8. GOVERNING LAW, JURISDICTION AND CONSENT TO SUIT. This Agreement shall be governed by and construed and interpreted in accordance with the laws of the state of Illinois, irrespective of the choice of laws principles of the state of Illinois, as to all matters including validity, construction, effect, enforceability, performance, and remedies. Client submits itself and its property in any legal action or proceeding relating to this Agreement to the exclusive jurisdiction of any state or federal court within Lake County, Illinois and MGT hereby accepts venue in each such court.

9. DISPUTE RESOLUTION PROCEDURE. The Parties desire to avoid and settle without litigation any future disputes that may arise between them relative to this Agreement. Accordingly, the Parties agree to engage in good faith negotiations to resolve any such dispute. If either Party has a dispute about a violation, interpretation, or application of a provision of this Agreement, or a dispute regarding a Party's failure to comply with this Agreement, then that Party may serve on the other Party written notice, setting forth in detail the dispute, the provisions of this Agreement to which the dispute is related, and all facts and circumstances pertinent to the dispute. The Parties then, within seven (7) days, shall schedule a date certain for representatives of the Parties to meet in a conference to attempt to resolve the dispute. Such conference shall be conducted within thirty (30) days after notice of the dispute has been delivered as provided herein. Such conference shall also be conducted in-person or remotely, whichever is mutually convenient for both parties. If a resolution is not reached within such 30-day period (or such longer period to which the parties may mutually agree), then either Party may pursue remedies available under this Agreement, including termination.

10. CONFIDENTIALITY. Each party shall maintain in confidence and protect from unauthorized disclosure all information exchanged between the Parties that is reasonably understood under the circumstances to be confidential, whether disclosed orally, in writing or marked as confidential ("Confidential Information").

The receiving party shall make all reasonable efforts to protect Confidential Information from disclosure to unauthorized third parties. Confidential Information may be disclosed to third parties with a need-to-know under the circumstances and who are bound by confidentiality obligations no less restrictive than those herein. Neither party shall use such Confidential Information except in performance of the Services. MGT may, however, disclose Client's name and the general nature of MGT's work for Client sales proposals.

The above obligations of confidentiality shall not apply to the extent that the receiving party can show that the relevant information (a) was at the time of receipt already in the receiving party's possession; (b) is, or becomes in the future, public knowledge through no fault or omission of the receiving party; (c) was received from a third-party having the right to disclose; or (d) is required to be disclosed by law, including under the Freedom of Information Act.

11. FORCE MAJEURE. Neither party shall be liable or considered at fault for any delay (except for payment) resulting from circumstances beyond the party's reasonable control, including but not limited to fire, flood, earthquake, elements of nature, epidemics, global pandemics, quarantines, acts of



God, acts of war, labor disputes, and supply chain disruptions (“Excusable Delays”). The delayed party shall notify the other party in writing upon the discovery of any significant Excusable Delay. During an Excusable Delay, the delayed party shall use reasonable efforts to mitigate costs and damages and to resume performance under this Agreement.

The Parties recognize that MGT’s ability to timely perform under a SOW is contingent upon Client’s timely provision of any agreed-upon data, personnel access, or other requirements. If Client’s failure to provide such data, access or other requirements causes significant delays to MGT’s progression of Services, and MGT incurs losses or damages as a result, then the Parties shall negotiate and execute a SOW amendment for an equitable adjustment to the schedule and for additional costs. MGT shall provide all substantiating documentation of costs reasonably requested by Client in consideration for any equitable adjustment. Excusable Delays shall not give rise to an equitable adjustment.

12. FEES AND PAYMENT. Unless otherwise set forth in a SOW, all correct invoices submitted by MGT to Client shall be due and payable in accordance with the Local Government Prompt Payment Act. If Client disputes an invoice or portion thereof in good faith, then Client shall pay any undisputed portion and provide MGT with written notice of the dispute, in reasonable detail, and the Parties shall promptly meet to resolve such dispute. MGT reserves the right to impose an interest charge equal to the lesser of one and one-half percent (1.5%) per month or the maximum allowable by law in respect of any invoice which is outstanding for more than thirty (30) days. MGT may stop work after sixty (60) days of Client’s non-payment of undisputed invoiced amounts.

13. MODIFICATION. This Agreement and any SOW shall only be modified by written amendment signed by the Parties. All signed amendments shall be deemed incorporated into this Agreement by reference.

14. NON-SOLICITATION. During the term of this Agreement and for a period of two (2) years following termination or expiration, neither party shall knowingly, directly or indirectly, solicit nor encourage the solicitation of any person who is, or was within a 12-month period prior to such solicitation, an employee of the other party or its affiliates that became known to the other party as a result of this Agreement, except with the prior written consent of the other party. This provision shall not restrict the right of either party to solicit by public advertisement.

15. ASSIGNMENT. Neither party may assign any rights nor delegate any duties or obligations under this Agreement without the express written consent of the other party. Notwithstanding the foregoing, MGT, or its permitted successive assignees or transferees, may assign or transfer this Agreement or delegate any rights or obligations hereunder without consent: (i) to any entity controlled by, or under common control with, MGT, or its permitted successive assignees or transferees; or (ii) in connection with a merger, reorganization, transfer, sale of assets or change of control or ownership of MGT, or its permitted successive assignees or transferees.

16. INDEPENDENT CONTRACTOR. It is expressly understood that at all times, while rendering the Services, MGT is acting as an independent contractor and not as an officer, agent, or employee of the Client. MGT shall not be required to keep specific work hours (except in the case of specific hours required under employee leasing contracts), equipment, or a specific office, and shall use independent means and methods for performing the Services. For all purposes, including Medicare, Social Security taxes, the Federal Unemployment Act (“FUTA”), income tax withholding, worker’s compensation, and unemployment insurance, MGT, its personnel and contractors will be treated and deemed independent contractors and not employees of Client.



17. NON-DISCRIMINATION/EQUAL EMPLOYMENT PRACTICES. Neither party shall unlawfully discriminate or permit discrimination against any person or group of persons in any matter prohibited by federal, state, or local laws. During the performance of this Agreement, neither party or their employees, agents, or subcontractors, if any, shall discriminate against any employee or applicant for employment because of age, marital status, religion, gender, sexual orientation, gender identity, race, creed, color, national or ethnic origin, medical conditions, physical disability, or any other classifications protected by local, state, or federal laws or regulations. The parties further agree to be bound by applicable state and federal rules governing equal employment opportunity and non-discrimination.

18. NOTICES. All legal notices required by this Agreement are deemed to have been given when notices are both (1) delivered by email to the email address below, and (2) following such email delivery, a mailed copy of the notice is delivered to the mailing address below.

To MGT Impact Solutions, LLC:

To Client:

Name: MGT Impact Solutions, LLC
 ATTN: Legal Notice/Contracts
 Address: 4320 West Kennedy Blvd.
 Tampa, FL 33609
 Email: contracts@mgt.us

Name: Lindenhurst, Illinois
 ATTN: Clay Johnson
 Address: 2301 E. Sand Lake Road
 Lindenhurst, IL 60046
 Email: cjohnson@lindenjurstil.org

If the email address and mailing address is incomplete for a party, then notice shall be mailed to the address on the first page of this Agreement.

19. SEVERABILITY. If any provision of this Agreement shall be declared illegal or invalid for any reason, said illegality or invalidity shall not affect the remaining provisions hereof, but such illegal or invalid provision shall be fully severable, and this Agreement shall be interpreted and enforced as if such illegal or invalid provision had never been included herein.

20. COUNTERPARTS AND EXECUTION. This Agreement and any SOW may be executed in counterparts, each of which when so executed shall be deemed an original and all of which together shall constitute one and the same instrument. The counterparts may be executed by electronic signature and delivered by scanned signature or other electronic means by any of the parties to any other party and the receiving party may rely on the receipt of this Agreement so executed and delivered as if the original had been received.

21. SURVIVAL. The sections Term, Termination, Insurance, Indemnification, Limitation of Liability, Governing Law, Jurisdiction, Consent to Suit, Dispute Resolution Procedure, Confidentiality, and Non-Solicitation, of this Agreement and the payment obligations described in any SOW shall survive the termination or expiration of the Agreement or SOW.

22. ENTIRE AGREEMENT. This Agreement and all exhibits constitute the entire and only agreement between the Parties. Each party acknowledges that in entering into this Agreement it has not relied on any representation or undertaking, whether oral or in writing, except for those expressly stated herein. Any purchase order provided by the Client will be limited by, and subject to, the terms and conditions of this Agreement.

23. NON-EXCLUSIVITY. This Agreement is non-exclusive, and both Parties remain free to enter into similar agreements with third parties. During the term of this Agreement, MGT may perform Services for any other clients, persons, or companies as MGT sees fit, so long as the performance of such Services does not interfere with MGT's performance of obligations under this Agreement, and do not create a



conflict of interest.

24. **THIRD PARTY BENEFICIARIES.** Except as specifically set forth herein, nothing in this Agreement is intended or shall be construed to confer upon any person or entity, other than the parties hereto and their successors or assigns, any rights or remedies under or by reason of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Master Services Agreement.

MGT IMPACT SOLUTIONS, LLC

LINDENHURST, ILLINOIS

Name: A. Trey Traviesa
Title: CEO
Date:

Name: Clay Johnson
Title: Village Administrator
Date:



**EXHIBIT A
EXECUTIVE RECRUITMENT STATEMENT OF WORK**

As of November 6, 2024 (“Effective Date”), **MGT Impact Solutions, LLC** (“MGT”) and **the Village of Lindenhurst** execute this Statement of Work (“SOW”) pursuant to the Master Services Agreement between the Parties dated November 6, 2024 (“Agreement”).

- 1. PROJECT-**
Executive Recruitment for the position of Chief of Police.
- 2. SCOPE**
MGT will provide recruitment and selection services in accordance with MGT’s proposal dated October 21, 2024. All terms of the Proposal are incorporated herein by reference and supersede the event of a conflict.
- 3. PERIOD OF PERFORMANCE/PROJECT TIMELINE**
The term of this Statement of Work begins on the Effective Date and terminates upon project completion.
- 4. COMPENSATION AND REIMBURSABLE EXPENSES**
A. Fee. The flat fee for the Services described above is \$21,500
B. Expenses. \$3,500 (not to exceed)
If any onsite visits are requested, there will be additional costs for travel-related expenses.
- 5. INVOICING AND PAYMENT**
1st Invoice: 40% of the recruitment fee will be due upon contract award.
2nd Invoice: 40% of the recruitment fee and expenses incurred to date will be due upon presentation of candidates.
Final Invoice: the balance of fees and expenses will be due upon completion of the recruitment.

Payment of invoices due within 30 days of receipt.

MGT IMPACT SOLUTIONS, LLC

LINDENHURST, ILLINOIS

Name: A. Trey Traviesa
Title: CEO
Date:

Name: Clay Johnson
Title: Village Administrator
Date:



Proposal

OCTOBER 21, 2024

Chief of Police

Village of Lindenhurst, Illinois

Submitted by:

MICHELE MORAWSKI
CLIENT SERVICES MANAGER
790 FRONTAGE ROAD, SUITE 213
NORTHFIELD, IL 60093
224.415.3791
MMORAWSKI@MGT.US

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Cover Letter

October 21, 2024

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



RE: PROPOSAL FOR CHIEF OF POLICE EXECUTIVE RECRUITMENT

Dear Mr. Johnson:

Thank you for the opportunity to provide you with a proposal for the Chief of Police recruitment and selection process for the Village of Lindenhurst (Village). Our proposal provides the Village with firm qualifications, key experience, a detailed work plan and timeline, and associated fees to provide services that exceed expectations. We provide a tailored, personal approach to executive recruitment and selection, and can adapt to your specific requirements for the position.

MGT Impact Solutions, LLC (MGT) is a nationally respected leader in public sector management consulting and technology services with a long track record in support of state, local, and education clients. MGT takes the next step in offering integrated solutions that can accelerate our most important goal: dramatically improving lives by **advancing and lifting up the communities we serve.**

Our consultants have worked in all areas of local government leadership including city/county management, human resources, public safety, finance, public works, parks and recreation, and utilities. This combined hands-on knowledge and experience has made MGT a proven leader in public sector consulting.

MGT CONTACT INFORMATION

MGT HEADQUARTERS	MGT Impact Solutions, LLC 4320 West Kennedy Boulevard Tampa, Florida 33609 P: 813.327.4717 www.mgt.us FEIN: 81-0890071
PROPOSAL CONTACT	Michele Morawski, Client Services Manager 790 Frontage Road, Suite 213 Northfield, IL 60093 224.415.3791 mmorawski@mgt.us

Thank you for the opportunity to submit a proposal to the Village of Lindenhurst. Should you have questions on any aspect of this proposal, please contact **Michele Morawski** at **224.415.3791** or **mmorawski@mgt.us**.

Regards,

Patrick J. Dyer, Vice President
Authorized to bind the firm



Firm Profile

Impacting communities for good.

MGT brings **50 years** of experience driving positive social change and performance in education, government, nonprofits, and critical infrastructure/private industries through **assisting clients to strengthen their foundation, change systematically, and enable resiliencies for long-lasting change**. Since inception, MGT has significantly grown in size and capacity – working with state and local governments and education partners. Today, we bring a team of over **900 professionals** who offer in-depth market knowledge and understanding so we can hit the ground running.

MGT is a privately held, employee-owned and financially stable limited liability company with a deep roster of staff and a commitment to serving the public. Our clients care about addressing the world’s most-pressing problems, and so do we. Their “why” is our why.

What sets us apart is our ability to customize and offer individualized support but also the resources of a larger infrastructure to enable flexibility in impacting to-scale. Throughout our history, MGT has successfully delivered more than **30,000 projects** through a thoughtful balance of balancing the “immediate” needs while changing systems to plan for future resilience and success.

Our Commitment

MGT embraces the most complex challenges on the leadership agenda, with deep commitment, agility, and local expertise to make a measurable and profound impact. Simply stated, **We are impacting communities for good.**

MGT | FIRST LOOK

Name: MGT Impact Solutions, LLC (MGT)

Locations: Headquarters in Tampa, FL; branch offices nationwide

Cooperative Contracts:

Allied States Cooperative (ASC) #23-7449, #24-7484

The Interlocal Purchasing System (TIPS) #220601, #220802, #230105

Structure: Privately held, employee-owned, client-driven Limited Liability Company

Lines of Business: Strategy and Implementation, Performance and Operations, IT Infrastructure, and Cyber Security and Resilience for public sector and commercial companies.



50 years

900 consultants

30,000 projects

A Social Impact Commitment

DEFINED BY **IMPACT**

Making a profound impact on society is at the heart of who we are and what we do. Village of Lindenhurst should be proud to make a difference in the lives of the citizens in your community, and we are proud to work with you toward this goal. Our team empowers organizations through innovations in people, processes, and technology to lift and strengthen your solutions.

MGT's Expertise

Our firm includes more than **900 professionals**, structured into the following primary groups, along with various internal infrastructure groups to support our operations and growth.



Strategy & Implementation

Working alongside an organization's C-suite, we help leaders co-create strategy through organizational reviews and data analytics to create actionable roadmaps for success.



IT Infrastructure & Digital

We provide engineering expertise to modernize IT infrastructure and ensure your technology implementation is properly designed, integrated, modernized, and maintained.



Cyber Security & Resilience

From real-time, 24/7 monitoring to proactive threat detection and rapid incident response, we can give you the tools to heighten your network's security posture and keep it there.



Performance & Operations

Bridging the gap between strategy and enduring change, we support efficient revenue allocation, promote economic development, and create fairness in hiring and contracting systems.






Our MGT Vision

To achieve our mission of being the social impact and performance leader in our industry, we are continuously improving to earn the privilege of being selected as our clients' partner of choice in the mission-critical domains we impact. By elevating education systems, managing and securing critical networks, solving complex human capital and fiscal problems, and advancing equity as a performance imperative, we can impact communities, for good through client partnership.

We deliver these solutions through our "three-point stance" of technology, education, and performance offerings. With our long-term vision of creating profound social impact through client performance, we seek out the "best of the best" to join us in our work supporting clients' top priorities.

Markets we serve:

- Higher Education
- Prek-12
- Government
- Nonprofits
- Commercial Industries

<p>PEOPLE</p>  <p>We believe in the power of connecting people and ideas which solve mission-critical, complex challenges to foster a trusted connection with our clients...for life.</p>	<p>PURPOSE</p>  <p>We are led by a transformative movement, fueled by people, innovation, and solutions designed to provide enduring opportunities for prosperity and well-being.</p>	<p>PERFORMANCE</p>  <p>We partner with clients to advance learning outcomes, reduce operational costs, recover revenue, improve workflows, and provide resilient and hardened technology networks and infrastructure.</p>
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Our Team

The success of a consulting engagement is founded on the qualifications of the project team and the way in which it is structured and managed.

MGT employs a team of professionals with backgrounds in local government and the not-for-profit sector. With the Village's staffing needs in mind and due to the significance of this recruitment, we have assigned our highly knowledgeable and experienced consultant, Marc Hornstein. He will act as your project manager and primary point of contact for this project. All project managers are supported by our Recruitment Team Leader, as well as a recruitment coordinator and reference specialist. Depending on availability at the time a contract is awarded, MGT reserves the right to assign another project manager to ensure the recruitment is completed within an appropriate time frame. Marc's biography is attached as **Appendix A**.

Project Manager & Main Point of Contact



MARC HORNSTEIN
Senior Consultant
847-380-3240
MHornstein@mgt.us

Proposal Inquiries



CHARLENE STEVENS
Vice President,
Human Capital
Solutions
847.380.3240 x124
CStevens@mgt.us



MICHELE MORAWSKI
Client Services
Manager
224.415.3791
MMorawski@mgt.us

Why Choose MGT?

- ✓ **Unparalleled Expertise and Level of Service.** With executive recruitment experience in 44 states, and in communities ranging in population from 1,000 to 3,000,000, we are a leader in the field of local government recruitment and selection. More than 40% of our clients are repeat clients, and 94% of surveys show our overall performance rating as **Outstanding** – indicating a plan to use our services and/or highly recommend us in the future.
- ✓ **Delivering the Best.** We conduct comprehensive **due diligence** on candidates. Our state-of-the-art process includes extensive use of social media for candidate outreach and video interviews with potential finalist candidates, ensuring successful recruitment for the Village. We will provide important information to potential candidates by developing a high quality, thorough Recruitment Brochure reflecting the knowledge we will have about your community and your organization. Before we recommend a candidate to you, **we ask probing questions** that will verify their expertise during video interviews, reference calls, and news and social media searches.
- ✓ **A Partner from Start to Finish.** We are your partners in this important process. We welcome you to review all the resumes we receive, and we will share our honest assessment of the candidates. Our goal is your **complete satisfaction**. We can strategize with you on a variety of approaches for meeting your recruiting needs, including evaluation of internal candidates, identification of non-traditional candidates who meet your recruitment requirements, succession planning, and mentoring options. We are committed to working with you until you find the candidate that is the best fit for your position.
- ✓ **Services for Any Budget and Any Search.** We strive to meet the specific needs of our clients by offering several options for recruitment services to meet your budget. Our services range from Full Executive Recruitments to Virtual Recruitments and even simply Professional Outreach for those who want to reach a broader network. In the following proposal, we have provided the scope we believe **best fits your needs**.

Success Stories

"We were very impressed by how efficient they worked, their methodology, their insight, and their professionalism.

I would highly recommend MGT and hope to do business with them again for our next study."





Project Approach & Methodology

A detailed plan specifically designed for you.

Project Understanding

A typical recruitment and selection process takes approximately 175 hours to conduct. At least 50 hours of this time is administrative, including advertisement placement, reference interviews, and due diligence on candidates. We believe our experience and ability to professionally administer your recruitment will provide you with a diverse pool of highly qualified candidates for your position search.

Our clients are informed of the progress of their recruitment throughout the entire process. We are always available by mobile phone or email should you have a question or need information about the recruitment.



Success Stories

“The coordination by the consultant helped to alleviate the workload of internal staff. Consultant was willing to customize the process based on the City’s needs.”

Proposed Work Plan

PHASE 1

POSITION ASSESSMENT, POSITION ANNOUNCEMENT, & BROCHURE

Activities

MGT treats each executive recruitment as a transparent partnership with our client. We believe in engaging with stakeholders early in each recruitment process to fully understand the challenges and opportunities inherent in the position. Understanding the organizational culture is critical to successful recruitment. We gain this insight and information through meetings (one on one and in small groups), surveys, and a review of relevant information. This information is reflected in a polished marketing piece that showcases the organization and the area it serves.

INFORMATION GATHERING

- One-on-one or group interviews with stakeholders identified by the Village.
- Community forums (in-person or via video) can be used to gather input and feedback.
- Surveys can be used for department personnel and/or the community to gather feedback.
- Conversations/interviews with department heads.

A combination of the items listed above can be used to fully understand community and organizational needs and expectations for the position (this proposal includes 12 hours of meetings – additional meetings can be added for a fee of \$195/hour plus actual expenses if

incurred). One organizational survey is included. A Community Survey can be conducted for \$2,500. Community Forums are conducted as an optional service.

Development of a **POSITION ANNOUNCEMENT** to be placed on websites and social media.

Development of a thorough **RECRUITMENT BROCHURE** for Village review and approval.

Agreement on a detailed **RECRUITMENT TIMETABLE** – a typical recruitment takes between 90 to 120 days from the time you sign the contract to the appointment of the finalist candidate.

PHASE 2

ADVERTISING, CANDIDATE RECRUITMENT, & OUTREACH

Activities

We make extensive use of social media as well as traditional outreach methods to ensure a diverse and highly qualified pool of candidates. Our website is well known in the local government industry – we typically have 17,000+ visits monthly to our website and career center. Additionally, our weekly jobs listings are sent to over 8,000 subscribers.

Phase 2 will include the following:

- MGT consultants will personally identify and contact potential candidates.
- Develop a database of potential candidates from across the country unique to the position and to the Village, focusing on:
 - Leadership and management skills.
 - Size of organization.
 - Experience in addressing challenges and opportunities also outlined in Phase 1.
 - The database will range from several hundred to thousands of names. An email campaign will be sent to each potential candidate.
- Placement of the Position Announcement:
 - Public sector online Career Centers.
 - **Social media:** LinkedIn (posted on MGT Executives LinkedIn news feeds to reach over 50,000 connections), Facebook, and Instagram.
 - MGT will provide the Village with a list of advertising options for approval.

PHASE 3

CANDIDATE EVALUATION & SCREENING

Activities

Phase 3 will include the following steps:

- Review and evaluation of candidates' credentials with consideration to the criteria outlined in the Recruitment Brochure.
- Candidates will be narrowed down to those that meet the qualification criteria.
- Candidate evaluation process:
 - Completion of a questionnaire explaining prior work experience.

PROJECT APPROACH & METHODOLOGY

- Live Video Interview (45 minutes to 1 hour) conducted by consultant with each finalist candidate.
- References provided by the candidate are contacted.
- Internet/Social Media search conducted on each finalist candidate.

All resumes will be acknowledged and inquiries from candidates will be personally handled by MGT, ensuring the Village's process is professional and well regarded by all who participate.

PHASE 4 PRESENTATION OF RECOMMENDED CANDIDATES

Activities

Phase 4 will include the following steps:

- MGT will prepare a Recruitment Report presenting the credentials of those candidates most qualified for the position.
- MGT will provide an electronic recruitment portfolio which contains the candidates' materials along with a "mini" resume for each candidate so that credentials are presented in a uniform way.
- The Village will receive a log of all applicants and may review resumes if requested.
- Report will arrive in advance of the Recruitment Report Presentation.

MGT will meet with the Village to review the recruitment report and provide additional information on the candidates.

PHASE 5 INTERVIEWING PROCESS & BACKGROUND SCREENING

Activities

Phase 5 will include MGT completing the following steps:

- Develop the first and second round interview questions for Village review and comment.
- Coordinate candidate travel and accommodations.
- Provide Village with an electronic file that includes:
 - Candidates' credentials.
 - Set of questions with room for interviewers to make notes.
 - Evaluation sheets to assist interviewers in assessing the candidate's skills and abilities.

Background screening will be conducted along with additional references contacted:

MGT BACKGROUND SCREENING

- ✓ Social Security Trace & Verification
- ✓ US Federal Criminal Search
- ✓ Enhanced Verified National Criminal
 - National Sex Offender Registry
 - Most Wanted Lists: Federal Bureau of Investigation (FBI), Drug Enforcement Agency (DEA), Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), Interpol
 - Office of Foreign Assets Control (OFAC) Terrorist Database Search
 - Office of the Inspector General (OIG), General Services Administration (GSA), System for Award Management (SAM), Food and Drug Administration (FDA)
 - All felonies and misdemeanors reported to the National Database
- ✓ County/Statewide Criminal
- ✓ Civil Search
- ✓ Bankruptcy, Liens, and Judgements
- ✓ Motor Vehicle Record
- ✓ Education Verification – All Degrees Earned
- Optional:** Credit Report – Transunion with score (based on position and state laws)
- Optional:**
 - Professional License Verification
 - Drug Screen
 - Employment Verification

MGT will work with you to develop an interview schedule for the candidates and coordinate travel and accommodations. MGT consultants will be present for all the interviews, serving as a resource and facilitator.

MGT will coordinate a 2-Step Interview process. The first-round interviews will include four to five candidates. The second-round interviews will include two or three candidates. MGT will supply interview questions and an evaluation form.

In addition to a structured interview, the schedule can incorporate:

- Tour of Village facilities.
- Interviews with senior staff.

PHASE 6 APPOINTMENT OF CANDIDATE

Activities

- MGT will assist you as much as requested with the salary and benefit negotiations and drafting of an employment agreement, if appropriate.
- MGT will notify all applicants of the final appointment, providing professional background information on the successful candidate.

Project Timeline

Based on our experience in conducting similar projects, we anticipate the proposed project can be completed within 14 weeks of project initiation as illustrated in **Exhibit 1**.

Exhibit 1. Proposed Schedule

WORK PLAN TASKS	WEEK													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Phase 1: Position Assessment, Position Announcement, & Brochure	█	█												
Phase 2: Advertising, Candidate Recruitment, & Outreach			█	█	█	█								
Phase 3: Candidate Evaluation & Screening							█	█	█					
Phase 4: Presentation of Recommended Candidates										█				
Phase 5: Interviewing Process & Background Screening											█	█		
Phase 6: Appointment of Candidate													█	█

Commitment to Diversity, Equity, & Inclusion in Recruitments

MGT is a leader in diversity, equity, and inclusion (DEI) consulting services, strategic planning, and organization transformation. MGT’s experience working in diverse communities across the United States and working with organizations seeking to change organization culture is critical to the success of all our projects. We have a track record of building awareness, solutions, and direction for systemic change by generating transformative ideas and solutions, information, and practices into operational strategies, which help us stand out in all our projects.

MGT is also one of the original and premier disparity research firms in the country. Disparity studies were the first instance of bringing principles of diversity, equity, and inclusion into the public sector, through the procurement process, and since 1990, **MGT has conducted more than 230 public sector disparity studies**. These studies are designed to improve procurement departments, promote and advance equity, and improve economic outcomes for diverse communities that have been historically marginalized by analyzing policies, practices, and programs to increase the utilization of minority- and women-owned businesses. Clients that have conducted a disparity study are in the unique position to increase and improve systematic equity through procurement and contracting, which can ultimately promote economic empowerment by creating strong business and employment pipelines in communities of color.

MGT also has a long-standing commitment to DEI. Since the firm’s inception they have supported, with their time and financial resources, organizations that advance underrepresented populations in local government. These include the National Forum for Black Public Administrators, the Local Government Hispanic Network, The League of Women in Government, and CivicPride. Our Team Members have moderated and spoken on DEI topics at the International City and County Management Association conference and state conferences. Our employees and consultants have undergone Implicit Bias Training, and we are frequent

speakers on incorporating equity and inclusion into all levels of local government. Additionally, we provide a list of DEI resources on the homepage of the website at mgt.us.

MGT has formally partnered with the National Forum for Black Public Administrators' consulting arm, i4x, and in several recruitment and selection processes throughout the country including Toledo, OH; Fort Collins, CO; Ann Arbor, MI; Oakland, MI; and Arlington, TX. Our partnership reflects our mutual commitment to advancing DEI values and increasing the diversity of local government leaders at the highest levels of local government organizations.

MGT's Recommendations to RECRUIT and Retain Top Talent

RESPONSIVE: ROLL OUT THE WELCOME MAT! Candidates may struggle with relocating for a new position as well as being concerned about the “fit” with a new team. It is important to include costs for your top candidate(s) to travel to your location for the final interview process. Our team will work with you to create a welcoming, informative experience for both you and the candidate(s).

ENCOURAGING: Employee development is a must-have in today's market. Candidates appreciate their employer investing in them as much as they are investing themselves in the job. Consider “up and coming” candidates who may lack one or two preferred skills and assign a mentor or invest in a course to encourage their professional development. A mentor/training program will also help establish a peer-to-peer connection and make them feel more comfortable about the transition to a new job.

COMPETITIVE: Our team will guide you in offering a competitive market rate compensation and competitive benefits package attractive to today's candidates. Competitive employers must include relocation expenses and should consider signing bonuses and temporary housing.

RESOURCEFUL: Review your job description – do you need public sector experience? Are the years' experience you list essential, or can that be preferred? Consider a more resourceful approach when reviewing candidates' experience. Carefully assess requirements such as Certified Public Accountant (CPA), Professional Engineer, and others that will limit your talent pool – consider using the word “ideally” or “preferably.”

UNDERSTANDING: These past few years have, without a doubt, changed the work environment. Competitive employers have recognized this and are offering flexible/hybrid/remote work options. Those positions that offer this type of flexibility consistently receive a better candidate response rate.

INNOVATIVE: Think about what is unique and attractive about your community and organization and highlight that in your recruitment efforts. Talk about organizational culture and what your values are with respect to your employees. MGT will assist you in being as innovative as possible in your outreach.

TRANSPARENT: Some states now mandate listing salary ranges in any job advertisements or postings. More and more companies are showing at least a salary range in their postings to promote pay transparency and equity. Post the salary range you will use for hiring – it is public information. If we make it too difficult for candidates to find out the salary, they will move on to the next opportunity.



Cost Proposal

*Defined by Impact. Driven by People.
Dedicated to the Community.*

We take pride in customizing our client’s needs – and we will work with you to ensure our fees are aligned with your expectations and budget.

Full Scope Recruitment

Summary of Costs	Price
Recruitment Fee	\$21,500
Recruitment Expenses (not to exceed) Expenses include candidate due diligence efforts	\$1,500
Advertising <i>*Advertising costs over \$2,000 will be placed only with client approval. If less than \$2,000, Client is only billed for actual cost.</i>	\$2,000*
TOTAL:	\$25,000**

***Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at time of request. Only actual expenses will be billed to the Village for reimbursement.*

Possible in-person meetings could include:

- Recruitment brochure interview process
- Presentation of recommended candidates
- Interview Process

Any additional consultant visits requested by the Village (beyond the three visits listed above) will be billed at \$195/hour. The additional visits may also result in an increase in the travel expenses billed.

*This fee does not include travel and accommodation for candidates interviewed.

Payment for Fees & Services

- **1st Invoice:** Contract Award (40% of the Recruitment Fee).
- **2nd Invoice:** Presentation of Candidates (40% of the Recruitment Fee & expenses incurred to date).
- **Final Invoice:** Completion of Recruitment (20% of the Recruitment Fee plus all remaining expenses).

Payment of invoices is due within thirty (30) days of receipt.

Our Guarantee – Full Scope Recruitment

MGT is committed to assisting our clients until a candidate is appointed to the position. Therefore, no additional professional fee will be incurred if the client does not select from the initial group of recommended candidates and requests additional candidates be developed for interview consideration. If additional advertising beyond Phase I advertising is requested, the Village will be billed for actual advertising charges. Reimbursable expenses may be incurred should the recruitment process require consultant travel to the Village.

Upon appointment of a candidate, MGT provides the following guarantee: should the selected and appointed candidate, at the request of the Village or the employee's own determination, leave the employ of the Village within the first 12 months of appointment, we will, if desired, conduct one additional recruitment for the cost of expenses and announcements only. This request must be made within six months of the employee's departure.



Optional Assessment Center

Qualified Assessors to Identify Your Needs.

If requested, as part of the selection process MGT will perform an Assessment Center for candidates selected for interview. An Assessment Center is a useful tool for identifying and evaluating the strengths, areas for improvement, skills, and abilities of the candidates. MGT consultants will prepare all the related documents and scoring sheets for any three of the following exercises to be completed on the day of the Assessment Center:

- In-Basket Exercise
- Written/Oral Presentation Exercise
- Leaderless Group Exercise
- Structured Interview
- Budget Analysis Exercise
- Personnel Issues Exercise
- Other exercise of the Village's choosing

Optional Assessment Center Fee: **\$8,500***

**The fee assumes the Assessment Center will be held on one day and be limited to no more than five candidates. For each additional candidate, the fee will increase by \$750.*

The fee includes the preparation of the Assessment Center material and a written report outlining the findings of the Assessment Center as reported by the Assessors. We will assist the Village in selecting three professionals from outside the organization to serve as Assessors in evaluating each candidate's strengths and weaknesses. The Village will be responsible for paying a \$750 stipend to each Assessor (and possible mileage or other transportation costs for the assessors).

The fee does not include lodging, travel, and meal expenses for the MGT facilitator(s) to be on-site for the Assessment Center. Actual expenses will be billed in addition to the fee. If the Village chooses to add the Assessment Center option, the fees and expenses for this will be billed separately.



Optional Services

The Nation's Recruitment Leader.

Having a solid plan in place is the only way to reach your long-term vision and goals, and we want to see you thrive. Our variety of services can be personalized to make the most of your strengths and give you an extra layer of support where you need it. We offer the following additional service offerings:

GOVTEMPSUSA

Need an Interim? GovTempsUSA, a division of MGT, specializes in the temporary placement of positions in local government. The firm offers short-term assignments in addition to long-term and outsourced arrangements. Our placement professionals at GovTempsUSA have typically enjoyed distinguished careers in local government and displayed a commitment to public service throughout their careers.

RECORDED ONE-WAY VIDEO INTERVIEW OF CANDIDATES

Candidates we recommend for your consideration can complete a one-way video interview with three to five questions that will be recorded and which you can review electronically at your convenience. This can occur prior to making your decision on which candidates to invite for an interview at a cost of \$100 per candidate.

LEADERSHIP/PERSONALITY TESTING

MGT has experience working with a wide variety of leadership and personality assessment tools, depending on the qualities and experiences the Village is seeking in their candidates. These include but are not limited to Luminaspark, Caliper, DISC, and others. Depending on the evaluation type, selected fees can range between \$100 to \$500 per candidate.

360° EVALUATION

As a service to the Village, we offer the option of providing you with a proposal for a 360° performance evaluation for the appointed position at six months into their employment. This evaluation will include seeking feedback from both elected officials and department directors, along with any other stakeholder the Village feels would be relevant and beneficial. This input will be obtained on a confidential basis with comments known only to the consultant. If you are interested in this option, MGT will prepare a proposal for this service.



Appendix A. Consultant Biography

The biography of our proposed consultant is provided on the following page.



Marc Hornstein

Senior Consultant

Marc Hornstein is a seasoned law enforcement executive and educator with over 32 years of extensive experience in police administration, department management, training coordination, and strategic planning. Currently serving as a Senior Consultant at MGT, Marc brings his vast expertise to executive recruitment and candidate assessment in law enforcement. His tenure as Chief of Police in Winnetka, Illinois, highlights his leadership during critical times, including a global pandemic and civil unrest, where he maintained public trust and enhanced community partnerships. Marc's ability to communicate effectively with residents and stakeholders, coupled with his strategic vision, has solidified his reputation as a transformative leader in law enforcement.

Throughout his career, Marc has demonstrated a commitment to improving public safety through technological enhancements, departmental restructuring, and community engagement. His leadership roles include serving on the executive board of the Northeastern Illinois Regional Crime Laboratory, the Northern Region Police Assistance Consortium (NORPAC), and the FBI Joint Terrorism Task Force. Additionally, Marc has been an influential educator as an adjunct lecturer at Oakton College since 2015, where he mentors future law enforcement professionals. His academic background in public safety administration and criminal justice, combined with his practical experience, underpins his ability to drive impactful solutions in law enforcement and public safety.

Areas of Expertise

- Police Administration
- Department Management
- Training Coordination
- Strategic Planning
- Executive Recruitment and Assessment
- Federal Programs and Compliance
- Technology Enhancements in Law Enforcement
- Public Safety Policy Development
- Law Enforcement Education and Mentoring

Education

- M.S., Public Safety Administration, Lewis University
- B.S., Criminal Justice, Northeastern Illinois University
- A.A.S., Oakton College

Awards

- 1995 J. Edgar Hoover Scholarship Recipient for Excellence in Law Enforcement
- 2001 Police Officer of the Year
- 2017 Oakton College Distinguished Alumni Recipient
- Numerous Professional Awards & Citizen Acknowledgments

Memberships & Affiliations

Oakton College Law Enforcement Curriculum Advisory board
International Association of Chief's of Police
Illinois Association of Chief's of Police

Training & Instruction

School of Police Staff and Command, Northwestern University
Supervision of Police Personnel, Northwestern University
Federal Bureau of Investigation Midwest Law Enforcement Executive Development Seminar

Professional Experience

Winnetka Police Department, Chief of Police 2017-2023; Deputy Chief 2016-2017; Commander 2011-2016; Special Services Sergeant 2007-2011; Patrol Sergeant 2003-2007; Detective 2000-2003; Patrol Officer 1993-2000
Community Service Officer, 1990-1993
Adjunct Faculty Lecturer, 2015-Present



Appendix B. Client List

A list of the clients we have had the pleasure of partnering with that complements the Village's recruitment request is provided on the following page.

Law Enforcement Client List

State	Client	Position Title	Year	Population
Alaska	Unalaska	Police Chief	2018	4,768
California	Bay Area Rapid Transit (BART)	Inspector General	2023	Multi
	San Jose	Director of Gaming Division	2019	1,025,000
Delaware	Milford	Chief of Police	2023	12,272
Georgia	Decatur	Police Chief	2021	25,000
Illinois	Arlington Heights	Chief of Police (Virtual)	2019	75,500
	Barrington Hills	Chief of Police	2024	4,232
	Buffalo Grove	Chief of Police	2013	42,909
	Buffalo Grove	Police Chief	2022	42,909
	Cary	Chief of Police	2010	17,840
	Chicago	Deputy Inspector General for Investigations (Professional Outreach)	2022	3,000,000
	Chicago	Deputy Inspector General for Public Safety (Professional Outreach)	2022	3,000,000
	College of Lake County	Chief of Police	2020	Multi
	Cook County	Independent Inspector General	2023	5,300,000
	Des Plaines	Chief of Police	2020	58,364
	Evanston	Chief of Police	2018	75,000
	Freeport	Chief of Police	2019	25,000
	Glencoe	Public Safety Director	2013	8,900
	Glencoe	Public Safety Director	2023	8,900
	Grayslake	Chief of Police	2011	24,400
	Hampshire	Police Chief	2022	6,347
	Highland Park	Chief of Police	2017	31,365
	Hinsdale	Police Chief (Professional Outreach)	2017	17,631
	Joliet Junior College	Director of Campus Safety and Security, Chief of Police	2020	700,000
	La Grange	Chief of Police (Virtual)	2017	15,610
	La Grange Park	Chief of Police	2014	13,579
	Lake Bluff	Chief of Police	2013	5,698
	Lake Bluff	Chief of Police	2018	5,698
	Lake County	Sheriff's Office Business Manager	2015	703,462
	Lake Forest	Chief of Police	2012	19,375
	Lake Forest	Chief of Police	2024	19,375
	Lake Forest	Detective Commander (Limited)	2023	19,375
	Lake Forest	Police Management Analyst (Limited)	2023	19,375
	Lincolnshire	Chief of Police	2016	7,500
	Lincolnwood	Chief of Police	2017	12,590
	Lisle	Chief of Police	2019	22,930
	Mokena	Chief of Police	2013	19,042
	Moline	Chief of Police	2017	43,100
	Moline	Chief of Police Selection Services	2010	43,100
	Naperville	Chief of Police	2021	148,000
	Northbrook	Chief of Police	2017	35,000
	Northbrook	Chief of Police	2020	35,000
	Northern Illinois University	Chief of Police	2013	44,098
	Northwestern University	Director of the Office of Professional Standards	2014	21,000

	Northwestern University Police Department	Commander (2 positions)	2018	21,000
	Northwestern University Police Department	Commander and Accreditation Manager	2017	21,000
	Oak Park	Deputy Chief of Police (2) (Virtual)	2023	52,000
	Oak Park	Police Chief	2022	52,000
	Oakton College	Chief of Police and Emergency Management	2019	46,000
	Park Ridge	Police Chief	2023	37,496
	Peoria	Chief of Police	2021	115,234
	Princeton	Chief of Police	2017	7,700
	Schaumburg	Chief of Police	2013	75,000
	Schaumburg	Deputy Police Chief	2018	75,000
	St. Charles	Chief of Police	2014	33,264
	Tinley Park	Chief of Police	2011	56,831
	Vernon Hills	Chief of Police	2017	25,911
	Villa Park	Chief of Police (Virtual)	2017	22,038
	Villa Park	Chief of Police (Virtual)	2020	22,038
	Warrenville	Chief of Police	2022	13,246
	Wauconda	Chief of Police	2015	14,125
	West Chicago	Chief of Police	2021	27,221
	Woodridge	Chief of Police	2011	33,256
	Wynstone Property Owners Association	Director of Public Safety	2013	1,500
Indiana	St. John	Chief of Police	2015	15,677
Iowa	Dubuque	Chief of Police	2021	59,700
Maine	Biddeford	Chief of Police (Virtual)	2022	21,277
	Portland	Police Chief	2023	68,000
Massachusetts	Somerville	Chief of Police	2024	81,045
Michigan	Ann Arbor	Deputy Police Chief	2017	117,700
	Midland	Chief of Police	2011	42,000
	Midland	Chief of Police	2019	42,000
	Pleasant Ridge	Police Chief	2023	2,654
Minnesota	Dilworth	Chief of Police	2023	4,918
	Elk River	Police Chief	2024	27,000
Missouri	Independence	Chief of Police	2022	123,000
Montana	Bozeman	Chief of Police	2015	39,860
Ohio	Kettering	Chief of Police	2014	55,870
	Upper Arlington	Chief of Police	2024	36,800
	Worthington	Chief of Police	2024	14,786
Pennsylvania	Allegheny County	Police Superintendent	2016	1,230,000
	Ferguson Township	Chief of Police	2022	18,300
	Ferguson Township	Police Chief	2017	18,300
	McCandless	Chief of Police	2016	28,457
	Mt. Lebanon	Chief of Police	2015	33,137
	Mt. Lebanon	Chief of Police	2022	33,137
Texas	Dallas	Auto Impound and Property Unit Administrator (Virtual)	2023	1,300,000
	Dallas	Personnel Division Administrator (Virtual)	2023	13,000
	Missouri City	Chief of Police	2024	74,139
Virginia	Chesapeake	Chief of Police	2022	245,000
	Hampton	Chief of Police	2021	137,436
	Prince William County	Chief of Police	2020	460,457
	Roanoke	Chief of Police	2019	100,220
	Roanoke	Deputy Police Chief (2 positions) - Operations and Support Services	2022	100,220

	Roanoke	Police Chief	2023	100,220
	Virginia Beach	Chief of Police	2020	442,707
Washington	Issaquah	Chief of Police	2022	39,378
Wisconsin	Bayside	Police Chief	2018	4,400
	Beaver Dam	Chief of Police	2010	16,291
	Beloit (City)	Chief of Police	2020	36,966
	Beloit (City)	Police Chief	2016	36,966
	Brown Deer	Chief of Police	2014	12,000
	Brown Deer	Chief of Police	2021	12,000
	Burlington	Chief of Police	2009	10,511
	Cleveland	Chief of Police	2022	1,593
	Cottage Grove	Chief of Police	2022	9,740
	DeForest	Chief of Police	2018	10,000
	Evansville	Chief of Police	2019	5,124
	Grafton	Chief of Police	2019	11,766
	Middleton	Chief of Police	2024	21,000
	Middleton	Chief of Police	2019	21,000
	Milton	Police Chief	2023	5,716
	Monona	Chief of Police	2020	8,000
	Plymouth	Chief of Police/Director of Public Safety	2022	8,540
	Polk County	Chief Deputy Sheriff	2016	43,476
	River Falls	Chief of Police	2015	15,200
	Sparta	Chief of Police	2014	9,600
	Sun Prairie	Chief of Police	2019	32,894
	Waukesha	Chief of Police	2019	71,158



LAKE FOREST, ILLINOIS **CHIEF OF POLICE**



LAKE FOREST, ILLINOIS CHIEF OF POLICE

THE POSITION IN BRIEF

The Chief of Police is the duly sworn law enforcement executive in charge of overseeing the City's police department. The Chief works closely with the City Manager, Mayor, City Council, and other community stakeholders to ensure that state laws and local ordinances are enforced in the pursuit of public peace and safety. The Chief manages a workforce of 56 personnel, which includes civilian personnel, and a budget of approximately \$13,047,086. The incumbent Chief recently retired after serving the City for 30 years, the last eight as Chief of Police. The police department has 40 sworn officers, including the Chief, two Deputy Chiefs, four Commanders, three Sergeants, seven full-time civilian positions including a Social Worker, six part-time Community Service Officers, and three part-time Crossing Guards. Police Officers are organized into one bargaining unit represented by the Metropolitan Alliance of Police (MAP). The City and MAP are set to approve a new four-year contract. Sergeants are not part of the collective bargaining unit. The Department responded to 395 Group "A" Crimes in 2023, the largest number of which were property and fraud related.

The City Manager recommends candidates for the Chief of Police to the Mayor, who, with the City Councils' advice and consent, has the authority to appoint the Chief of Police. The next Chief will be successful by supporting the City's ongoing public safety mission to provide vision, stewardship, and valued services, above and beyond the norm while fostering a vibrant community culture to preserve and protect our residents' quality of life.



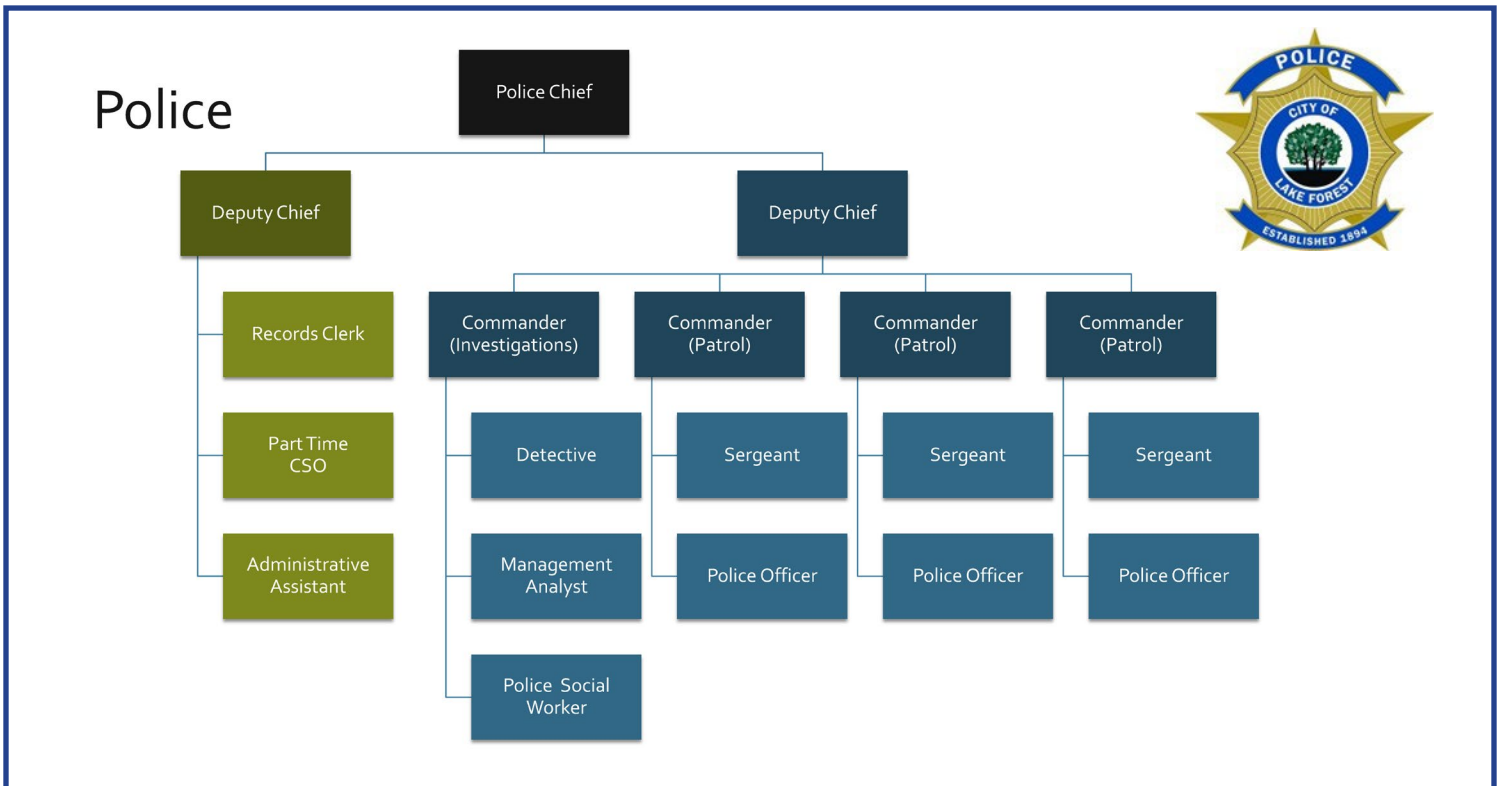
THE POLICE DEPARTMENT

The police department has 40 sworn officers, including the Chief, two Deputy Chiefs, four Commanders, and three Sergeants. Additionally, the department has one Social Worker, one Administrative Assistant, one Management Analyst, four Records Specialists, six part-time Community Service Officers, and three part-time Crossing Guards. Police officers are organized into one bargaining unit represented by the Metropolitan Alliance of Police (MAP). The City and MAP are set to approve a new four-year contract. Sergeants are not part of the collective bargaining unit.

Dispatch services are provided by Glenview Public Safety Dispatch Center, a regional public safety answering point. The department participates in multiple multi-regional mutual aid organizations including NIPAS (Northern Illinois Police Alarm System) and the Lake County Major Crimes Task Force.

The department has demonstrated the importance of being progressive as it relates to mental health, both with the community and in support of police personnel. Within the past several years the department transitioned from a contract social worker model to a full-time social worker employed by the City.

The police department believes strongly in professional policing and delivering a high level of service to the community. Department members believe in the critical importance of partnering with the community to identify and solve community problems to maintain and enhance the quality of life in Lake Forest. The department consists of three different sections: patrol, investigations, and records.



2023 QUICK FACTS

Calls for Service
11,761

Traffic Stops
3,679

Felony Adult Arrests
26

Felony Juvenile Arrests
0

Misdemeanor Adult Arrests
152

Misdemeanor Juvenile Arrests
1

Total Arrests
179

Annual Operating Budget (FY 2025)
\$13,047,086

THE COMMUNITY

A picturesque community located high on a bluff overlooking Lake Michigan, Lake Forest is one of the eight suburban communities north of Chicago that are collectively referred to as "the North Shore." Less than 30 miles from downtown Chicago, Lake Forest's 19,367 residents are spread over 16.8 square miles with approximately 95% of the area being zoned single-family residential.

Lake Forest is nationally renowned for the quality and character of its architecture, whether erected for residential, religious, educational, or public purposes. Lake Forest is home to more than 1,200 businesses, from small boutique shops in its thriving Market Square to corporations in Conway Park, including the Chicago Bears, Abbott, Pfizer, Reynolds Consumer Products, Trustmark, and many others.

Located in downtown Lake Forest, Market Square was constructed in 1916 and is reported to be the first shopping center in the United States. Today, Market Square encompasses many nationally recognized retail businesses as well as unique specialty stores.

The City is home to Lake Forest College, a highly regarded private liberal arts college, Lake Forest Graduate School of Management and Northwestern Lake Forest Hospital, a world-class medical institution. It is also home to a thriving theater life, a beautiful lakefront beach, thousands of acres of preserved open space and 30 miles of trails.

With a world-class beach, 17 beautiful parks, new state-of-the-art athletic field facility, a thriving youth organization and a multitude of adult programs, Lake Forest provides an excellent opportunity to enjoy recreational activities.





ANNUAL COMMUNITY EVENTS

- Easter Eggstravaganza
- Fred Jackson Golf Classic
- Meet the Fleet
- Festival & Fireworks
- Outdoor Concerts
- Lake Forest Day
- The Deer Path Art League Art Fair on the Square
- Lake Forest Open Lands' Bagpipes & Bonfire
- The Classic Car Show
- Halloween Tricks & Treats
- Tree Lighting Holiday Celebration



GOVERNMENT BACKGROUND

The charter under which the City of Lake Forest was incorporated provides advantages not available to cities incorporated under the general statutes enacted by the legislature after the adoption of the 1870 Illinois Constitution. The main advantage is that the charter permits Lake Forest to be administered efficiently and economically with a minimum number of separate government bodies. The City Council is the legislative and policy-making body. It includes the Mayor and eight Aldermen, two from each of the City's four wards. The Mayor is elected biannually for a two-year term and Aldermen are elected to staggered two-year terms, with one Alderman elected from each Ward annually.

The City has a \$122 million total budget, which includes a \$42 million general fund budget. Lake Forest is a fullservice city, including police, fire, public works, water production plant, community development, finance, human resources, communications and community engagement, innovation and technology, parks and recreation, senior center, youth center, cemetery, and golf course. The City has 216 full-time employees, and a strong commitment to fiscal stewardship. The City Council embraces long-term planning, including aggressive infrastructure and pension funding strategies. Rather than making short-term fixes, the City makes decisions with the best long-term interests of the entire community in mind.

The City is known for its community responsiveness, commitment to public health and safety, sensitivity to quality of life and conservation, fiscal responsibility, and promotion of cooperation and respect among residents, businesses, and government. The community and organization values equity, diversity, and inclusion. While the organization is reflective of the community, the City of Lake Forest has identified the goal of improving diversity within its employee population.

Mission Statement "Be the best-managed, fiscally responsible and appealing community and promote a community spirit of trust, respect and citizen involvement."

Vision: The City will preserve its character and quality of life and be responsive to the changing needs of the residents in a fiscally responsible manner. The City will be an outstanding example of a well-managed, planned community which protects and enhances its rich heritage, architecturally significant buildings, residential neighborhoods, natural resources, open spaces, and recreational areas.

COMMUNITY RECOGNITION

The City of Lake Forest is committed to fiscal stewardship and has also been recognized by the National Government Finance Officers Association (GFOA) as a "Triple Crown" winner for being awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting, the GFOA Distinguished Budget Presentation Award, and the GFOA Popular Annual Financial Report Award.



LOCATION

The City of Lake Forest is approximately 16.8 square miles, is located less than 30 miles from downtown Chicago. The western boundary of the City is the Illinois Toll Road (I-94) with three interchanges serving the City. With two Metra commuter railroads, the divided four-lane U.S. Route 41 (which connects to the Edens Expressway on the south and Wisconsin 1-94 on the north), scenic Green Bay Road, Sheridan Road (Illinois 42), the four-lane Waukegan Road (Illinois 43), and the above-mentioned Illinois Toll Road, the transportation arteries serving Lake Forest are exceptional.

COMMUNITY DEMOGRAPHICS

Population: approximately 19,367 (2020 Census)

Median Age: 47.4 (2016-2020 ACS)

Households: 7,203 (2016-2020 ACS)

Median Household Income: \$189,118 (2016-2020 ACS)

Average Home Value: \$818,000 (2016-2020)

Race: White alone 85.1%, Black or African American alone 1%, American Indian, or Alaska Native 0.7% Asian alone 6.5%, Native Hawaiian or Other Pacific Islander 0%, two or more races 5.4%, Hispanic or Latino 4.8%, White alone, not Hispanic or Latino 82.8% (2022 Census).

PROXIMITY TO AIRPORTS

O'Hare International Airport
24 miles

Midway International Airport
42 miles

Chicago Executive Airport
16 miles



BUSINESS AND INDUSTRY

Many global companies call Lake Forest home. These include:

- Abbvie
- FramGroup
- Trustmark
- Idex
- icumedical
- Abbott
- OMRON
- BankDirect
- JLL
- Hefty
- Pfizer
- Reynolds Consumer Products

Lake Forest is also home to Northwestern Lake Forest Hospital, a world class medical institution. The Chicago Bears practice facility and corporate offices are in Lake Forest.



© Lake Forest Hospital

AREA EDUCATION

Lake Forest offers exceptional educational opportunities at all levels. The City is home to Lake Forest College, a highly regarded private liberal arts college with 1500 students, Lake Forest Graduate School of Management, and multiple other private institutions. Additionally, Districts 67 and 115 serve the Lake Forest, Lake Bluff, and Knollwood communities. Approximately 1,400 students attend Lake Forest High School.





CITY GOVERNMENT

City and Government Staff: The City operates under a Council Manager form of government. The City Council is the legislative and policymaking body and includes the Mayor and two Aldermen from each of the City's four wards. The Mayor is elected biannually for a two-year term and Aldermen are elected to staggered two-year terms, with one Alderman elected from each Ward annually.

The City of Lake Forest operates under the council manager form of government with the day-to-day operations of the City in the hands of a full-time, professional City Manager who is appointed by the Mayor with the approval of the City Council.

Departments: In addition to the Police Department, Lake Forest is a full-service city, including fire, public works, water production plant, community development, finance, human resources, communications and community engagement, innovation and technology, parks and recreation, senior center, cemetery, and golf course. The City has 216 full-time equivalent employees, and a strong commitment to fiscal stewardship.

CHALLENGES, OPPORTUNITIES AND EXPECTATIONS

The new Chief of Police will need to possess and demonstrate exceptional leadership and communication skills. The Chief should honor and respect community history and expectations; however, the Chief of Police must be a visionary who focuses on tomorrow rather than the past.

The Chief will be actively engaged in the professional development, mentorship and overall investment in police personnel which are much more than the Department's most important resources; they are indeed their essence.

The Chief of Police must lead by example, showing respect for everyone regardless of socio-economic status, race, creed, gender, or sexual orientation.

The next Lake Forest Chief of Police will have an approachable and available management style encouraging effective communications among the staff of the police department, other municipal employees, and the community at large. The Chief will regularly demonstrate active listening skills and will seek information and input and welcome and encourage diversity.

The Chief will have an excellent reputation and demonstrate a high level of personal and professional honesty and integrity. The Chief will be positively recognized in the law enforcement profession and possess the highest moral character.

As the City of Lake Forest continues to grow and evolve, the City recognizes the importance of providing the Police Department with state-of-the-art facilities to

support their critical mission of serving and protecting the community. The City is in the process of acquiring Class A office building constructed in 2008 for adaptive reuse as a new police station. The next Chief of Police will have the unique opportunity to lead the planning and design for a new police station from concept to completion, working closely with city leaders, architects, and community stakeholders to bring a vision for a modern and efficient police station to life.

The Chief will be a strategic thinker, anticipating issues or trends and will be open to new approaches and technologies while understanding the needs of the City of Lake Forest as a whole and the region's public safety community. The Chief will have experience with and/or commitment to collaborating with other law enforcement agencies and mutual aid groups, including fire personnel.

Successful candidates will have a history of collaboration, cooperation, relationship building and teamwork. They will have a proven history of practicing the principles of 21st Century Community Policing and building community problem solving partnerships. They will be committed to training, professional development and community engagement.

The next Chief will be a person who values employees' physical and mental health and wellness.

The next Chief of Police should also possess the willingness to challenge the status quo and make changes if needed. The ideal candidate should demonstrate leadership skills worthy of being emulated by the members of the Lake Forest Police Department.

Proposed location for new police station



DESIRABLE CHARACTERISTICS

The City is seeking an adaptable law enforcement professional with an ability to provide a strategic and contemporary approach to policing. The ideal candidate will have an inclusive managerial style, as well as clear, concise, and open communication skills.

The successful candidate will:

- Possess and exhibit outstanding communication skills.
- Be adept at combining an adaptive management style with authentic leadership, and an ability to work with a variety of stakeholders.
- Be able to thoughtfully represent the interests of the department and the City, with a high level of community engagement.
- Demonstrate an inclusive and collaborative leadership and management style.
- Be open and available to Police Department staff and City employees by using an effective communicating philosophy, seeking input, and welcoming differing perspectives.
- Commitment to continued training, professional development, and community engagement.
- Demonstrated experience building successful partnerships with community stakeholders.
- Proven history of practicing the principles of 21st Century Community Policing and building community problem solving partnerships. Demonstrated experience receiving positive outcomes applying problem solving approaches within the community.
- Knowledge and experience with media relations, including experience and support of the use of social media as an opportunity to engage Police Department stakeholders and promote the mission and goals of the Department.
- History of intergovernmental cooperation and relationship building.
- Experience interacting and collaborating with other law enforcement agencies and mutual aid groups.
- Sufficient experience to review organizational structure, staffing, and personnel assignments and make changes when appropriate, to ensure departmental capability to carry out its mission and responsibilities.
- Experience in addressing internal organizational and personnel issues present in most police agencies as well as having demonstrated ability in addressing these problems in a positive, professional, timely and impartial manner.
- Strategic thinker, anticipating issues or trends and must be open to new approaches and technologies while also understanding the needs of the City and of the region's public safety community.
- Well-developed financial management skills, knowledge and/or experience capital planning and organizational management and a clear understanding of resource and budgetary limitations while avoiding micromanagement.
- The Chief should have experience in labor/management interactions and succession planning, and a commitment to continued professional development of all members of the Police Department.
- Excellent writing and public speaking skills and the ability to adjust one's approach based upon the audience.
- Excellent reputation and a high level of honesty and integrity.

Candidates should also have an equivalent combination of education, training and experience which provides the required knowledge, skills, and abilities, as outlined below:

- 15 years of service in law enforcement, including five years of supervisory and/or administrative service experience in a full-time, paid police department.
- A bachelor's degree is required, public administration, business, finance, or criminal justice ideal; a master's degree is preferred.
- Leadership training such as the F.B.I. National Academy, Northwestern University's School of Police Staff and Command, Police Executive Research Forum Senior Management Institute For Police, Leadership In Police Organizations, or similar programs is required.
- Successful candidates will possess or be able to obtain a valid Illinois driver's license. They will be certified by the Illinois Law Enforcement Training and Standards Board or be eligible for such certification.

COMPENSATION, BENEFITS AND THE ORGANIZATION'S CULTURE

The salary range for this position is \$180,000 to \$195,000. Appointments within the range will be made depending on the qualifications of the selected candidate. A generous benefit and retirement package is also offered by the city, details which are available at the City of Lake Forest website. Residency is not required.

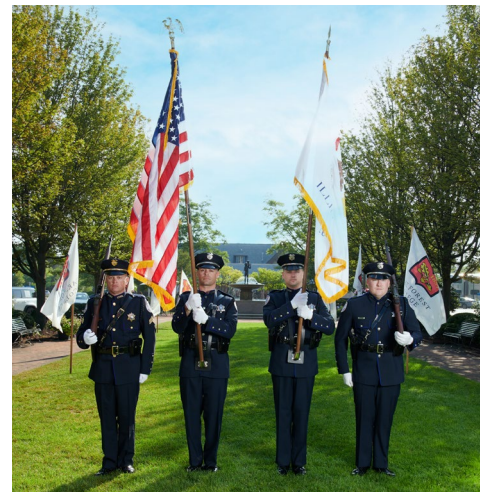
The organization prides itself on its commitment to customer service and collaboration. Staff have a lot of daily interaction with one another and report strong interdepartmental relations. The City's organization strives to be a workplace of choice, and City staff possesses a high-output work ethic.

The Mayor and City Council possess a strong respect for City staff's work. Among themselves, elected officials are collegial and respectful of differing perspectives and points of view.

Lake Forest is an Equal Opportunity Employer. The organization seeks to attract the most talented people from a diverse candidate pool, and strongly encourages women, people of color, LGBTQ+ individuals, people with disabilities, and veterans to apply.

HOW TO APPLY

Candidates should apply by June 14, 2024 with resume cover letter and contact information for five work-related references to www.GovHRjobs.com to the attention of Marc Hornstein, and Jon Fehlman at GovHR USA/MGT, 630 Dundee Road, #225, Northbrook, IL 60062. Tel: 847-380-3240. The City is an Equal Opportunity Employer.





November 11, 2024

Village Board Meeting Agenda Item Cover Sheet

Agenda Item: D. 2024 Property Tax Determination

Alignment with Strategic Plan:

- C Community Branding & Engagement
- G Responsible Growth & Development
- F Future Ready Operations
- I Capital Infrastructure Planning & Improvements
- B Business Recruitment & Retention
- U Operational/Unaffiliated

Budgetary Impact: \$1,352,725 in property tax revenues in FY 26

Within Budget: Yes No

Suggested Motion: **Approve the determination for the 2024 tax levy in the amount of \$1,352,725 and authorize the tax levy ordinance to be prepared.**

Voting Record:

Trustee Chybowski
 Trustee Dickson
 Trustee Dunham
 Trustee Grace

Trustee Rosten
 Trustee Suchy
 Mayor Marturano



DATE: October 24, 2024

TO: Chairman Dunham and Members of the Finance Committee

FROM: Clay T. Johnson, Village Administrator

RE: **2025 Village of Lindenhurst Financial Forecast**

To provide a snapshot of the future financial health of the Village, staff updates our projections across all funds to anticipate challenges that may be forthcoming. The financial forecast assesses the inputs and externalities that may affect our finances and composes a document based on the most current information. The forecast is used as a primer for our imminent budget discussion and for rate setting. This memorandum will attempt to highlight points of interest and significance in our forecast.

Impacts Across Funds and Other Assumptions

Local 150 Negotiations – Our negotiations with the Local 150 have extended beyond the timeline that was originally anticipated which casts a level of uncertainty into the forecast figures. With economic items addressed in the contracts, such as wages and benefits, still up for finalization, accurately forecasting salaries, overtime expenses, and insurance costs is difficult. The figures included within the forecast are based upon where negotiations may end up, but this can clearly change suddenly and dramatically.

Tax Levy CPI Increase – The Illinois Department of Revenue established the tax levy CPI cap for Property Tax Extension Levy Limitation Law (PTELL) at 3.4%. This is the maximum amount the Village may increase the property tax levy without a public hearing. A 0% increase is contemplated for the levy affecting next year's budget. Future years in the forecast include a 3% increase.

IMRF – The Village's cost for non-public safety pensions (IMRF) rose to 10.24% of payroll. This is an increase by 2% over the previous years. This is the first increase in at least four fiscal years.

Interest – Through Illinois Funds we have seen interest rates increase since the height of the pandemic. We forecast interest rates conservatively, around 2%, and our current rates are around 4.9%.



Population –14,406; Per the 2020 Census results

New Construction of Homes/Buildings – Based upon estimated Briargate home sales (44 new homes predicted for FY 26 across all three phases). All of the Heritage Park townhomes were permitted within FY 25.

Total water/sewer accounts – 5,788

Active W/S Accounts – 4,050

Active W/S Accounts w/Senior Discount – 852

Sewer Only – 852

Sewer Only w/Senior Discount – 34

MFT Inflation – Predicted at 2% growth annually. The Transportation Renewal Fund (TRF) which is the newer fuel tax, is indexed to inflation.

Liability Insurance – Premiums are calculated to increase by 7% year-over-year.

FY 2026-2030 Projections

Governmental Funds

General Fund

At this point of the year, it's a little bit early to get a full picture of how the economically-sensitive revenues such as Income Tax and Sales/Use Tax will perform in the coming fiscal year. For our forecasting purposes, we use the IML's regularly published shared revenue forecasts which analyzes economic trends from a macro-level to help indicate what municipalities may expect to receive. For FY 25, the November analysis suggests that there could be an 5.7% increase to Income Tax receipts over what was predicted to begin the year. The analysis also indicates a slight reduction of sales tax receipts versus the beginning of the year of about 1.2%. "Regular" MFT revenues are also expected to take a slight dip (-2.6%) while "New" fuel tax (or "TRF) revenues are up by 6% versus the previous year.

Our forecasting model is generally less conservative than the numbers provided by IML. Over the life of the forecast, we predict a steadily increasing amount from Income Tax, but an increase which is less than adding a 3% escalator over the previous amount. Predictions of revenues in income, sales, and fuel taxes include historical data going back to FY 2018. By contrast, future sales tax revenues are more conservative when applying a 3% escalator than what forecasting using the least squares model indicates for sales tax.



Motor Fuel Tax Fund

As was alluded to earlier, there are two components of what we refer to as Motor Fuel Tax, both revenues are tied to the amount of gallons of gas sold (not the price of gas), but the old MFT revenues are not indexed to inflation, while new gas tax (also referred to as the Transportation Renewal Fund or “TRF”) is. Therefore, both components of the tax need to be analyzed. Our model is consistently decreasing revenue receipts from the old Motor Fuel Tax as the share of electric and hybrid vehicles continues to grow. Because of the inflationary growth factor tied to TRF, our model does increase those revenues by approximately 2% year over year. On the expense side, the only regular expenses from the fund will be asphalt products and road salt.

Insurance Fund

We are still awaiting the terms of the Village’s insurance renewal that will be effective on January 1st. The forecast assumes a 7% increase annually to our overall insurance costs. I am hopeful that our workers compensation insurance premiums will decrease versus the expiring year as a number of high value claims will be rolling off of our experience. How our insurance modifiers may adjust our workers compensation premiums or how the market forces are affecting other property insurance rates is still unknown.

The portion of the property tax levy attributed to liability insurance premiums is calculated as it has been in previous years. The levy is a combination of the full cost of insurance premiums plus a small contingency to cover potential claims that may not meet deductible, but where the Village may be more clearly at-fault.

Retirement Fund

Because of the significant balance reserved within this fund, I would like the Finance Committee to consider a planned drawdown over the next five years of the Retirement Fund’s reserves and reduce that portion of the property tax levy. The value of that reduction could then be applied across other portions of the levy, such as the corporate levy that supports the General Fund or Police Pension. My recommendation is a diversion of approximately \$20,000 annually for the next five years from the fund. This could reduce the fund balance to an amount equal to the cost of one year’s Retirement Fund expenses.

Enterprise Funds

Water/Sewer Fund

The forecast always includes a 3% increase to water and sewer rates to stay in parallel with rate increases which are prescribed by ordinance. As you may recall, last year’s



increases to the wholesale cost of water from CLCJAWA increased beyond what was anticipated in their original long-term rate forecast due to the need for expedited equipment replacement. Since that time, CLCJAWA has been analyzing the need for all the anticipated capital replacements or they have tested some of their assumptions about what must be replaced. Some of this analysis may result in the reduction from some of the future cost obligations of their capital improvement program, but it is a bit early to what degree rate relief, if any, may be anticipated.

Water sales overall for the year thus far were lower than the previous fiscal year, even with some of the drier weather late in the summer season. The drought conditions did provide a late boost to water sales, but not enough to make up for deficiencies in the late spring and early summer. Water sales through the end of September 2024 were approximately 8.5% less than the same time last year and the lowest in four years. This year’s sales more resembles FY 23, but FY 25 still trails that year by 2%.

Fiscal Year	Water/Sewer Rate Adjustment
2025	3% (0% on Sewer Only)
2024	1%
2023	0%
2022	0%
2021 (Effective 7/1/2020)	3%
2020	0%

An increase of 3% would bring the combined water and sewer rate to \$13.05/unit, up from \$12.67. Since the average user is calculated to consume 11 units per billing cycle, this would mean that the average user’s bi-monthly bill would increase by \$4.18. An updated comparison of our rates against peer communities is included as an exhibit to this memo.

Garbage Fund

Forecast figures within the Garbage Fund include a 3% increase to both regular revenues and expenses. The increase in expenses within the fund anticipate an increase on the refuse service contract with Groot beginning January 1. The contract allows Groot to charge an increase of anywhere between 2%-4% based upon the CPI. Surpluses established in the Garbage Fund are used to assist with the road repair program every other year. The Garbage Fund contributes \$200,000 every year to resurfacing. Expenses are relatively flat overall, with the exception of the road resurfacing contribution. Based



on the projections, I believe we are able to absorb the projected increase to the Groot contract on January 1 without affecting the Fund's ability to pay for regular expenses or taking away from its ability to contribute to road repairs.

Capital Funds

Vehicle Replacement Fund

Contributions to the Vehicle Replacement Fund increase to \$81,000 from Streets, Police, and Water/Sewer Administration in FY 26. The total of those revenues comes to \$235,500. Expenses total \$446,179. The fleet replacement schedule calls for the replacement of a five-yard dump truck. This will be evaluated further as capital budgets are reviewed and finalized after the first of the calendar year. No police squads are up for replacement next year.

Community Capital Fund

Revenues in the fund are based on current policy. Ten (10%) percent of income tax and sales tax are diverted to help fund capital projects. The fund also accepts our receipts for cell tower rentals, video gaming proceeds, and transportation facility fees. Public facility donations are derived from the new construction occurring at Briargate and Heritage Park townhomes.

All currently contemplated projects included are reflected in the Village's 2025 draft Capital Improvement Plan (CIP). Adjustments to the CIP may be made for unforeseen needs and requests that were not known during the development of the 2024 plan.

Water/Sewer Capital Fund

Revenues generated from water and sewer tap-on fees greatly exceeded expectations as the pace of released permits for the Heritage Park townhomes outpaced the forecasting model. All 100 approved units have been permitted as of this date. This is a positive sign for the revenue versus expense comparison for FY 25, it will have an impact to anticipated revenues in future years. Future tap-on fees will be the result of newly permitted homes within Briargate in phases still under construction.

All currently contemplated projects included are reflected in the Village's 2025 draft Capital Improvement Plan (CIP). Adjustments to the CIP may be made for unforeseen needs and requests that were not known during the development of the 2024 plan.

Economic Development Fund



The only outstanding obligation of this fund as of this memo is the LEAP grant owed to Three-Legged Brewing. It is also expected that some of the incentive funds to help secure Ace coming to Lindenhurst will be the obligation of this fund. There is adequate cash within the fund to meet these obligations, future inquiries from other local companies could cause future awards to eliminate the fund balance. It is a bit early to forecast what type of surplus, if any, the General Fund may experience at year-end, but the Finance Committee and ultimately the Village Board may want to consider another balance transfer at the end of the fiscal year depending on the Economic Development Fund's own balance.

Grand Avenue TIF Fund

In FY 26 and beyond, expenses within this fund are increased to help achieve the aims of the Grand Avenue Streetscape project which is still in development. Seeing as we may only be expecting around \$120k or so in revenue within the fund, it is likely large expenses like adding amenities to Grand Avenue will have to be phased in some fashion.

The ownership of the Lindenhurst Center is also looking to the Village to assist in the buildout of the property's outdoor dining/gathering space. This amount is expected to be in the realm of \$200k. Of course, there has not been a final cost figure for this work, nor has there been approval granted by the Village Board, but for the purpose of the forecast, this expense has been included.

2024 Estimated Property Tax Levy

If the Village Board did not include any inflationary increase to the overall property tax levy for 2024 (levied in FY 25/26), would be \$1,352,725. With new property included the levy would increase by \$7,345 over the previous year. As was mentioned before, the Village could accept a levy inflationary increase of 3.4% without the need for a public hearing. Accepting that full inflationary increase would raise the property tax levy by \$53,334 over the previous year.

The Police Pension actuarial report includes a request for an additional \$29,319 over the previous year. The increase is a result of the likely increase in future benefit payments and meeting the obligations of the unfunded liability. The total amount of police pension contribution for next year's budget will be \$671,203.

Other portions of the levy are relatively consistent with previous years. The remaining levy is almost equal to the obligations due to the Police Pension. FICA/IMRF, Liability Insurance, and the Corporate levy will need to split the remaining \$681,522. If the



Village Board was willing to reduce the IMRF/FICA by \$22,000 in a planned draw down of the fund balance and reallocate it to the Corporate Levy the breakdown of our property taxes could be as follows:

ESTIMATED 2024 TAX LEVY SCENARIO

	<u>2023 Actual Levy</u>	<u>0% CPI, New Property Added</u>	<u>Change from Previous Levy</u>
Corporate Fund	415,106	387,430	-27,676
IMRF	58,094	66,018	+7,924
Police Pension	641,886	671,203	+29,317
Social Security	79,564	73,254	-6,310
Insurance	142,682	154,820	+12,138
Recapture*	8,046	TBD	TBD
Total#	1,345,380	1,352,725	+7,345

*Included outside of the levy by Lake County to recover costs for property tax assessment reduction per state law. This inclusion into the levy outside of tax caps.

#Levy amounts are truncated which may cause final levy to vary slightly.

At the November 1st meeting, the Finance Committee should discuss the formation of the property tax levy in order to make a recommendation to the Village Board during the property tax determination discussion on November 11th. The levy is tentative scheduled to be adopted at the Village Board’s first meeting in December.



**Exhibit A
Health Insurance Premium Rates**

Union Monthly Insurance Rates												
	Family			% Change	Employee + 1			% Change	Employee Only			% Change
	Rate	ER Paid	EE Paid		Rate	ER Paid	EE Paid		Rate	ER Paid	EE Paid	
2018	\$2,109.00	\$ 2,109.00	\$ -		\$1,384.00	\$ 1,384.00	\$ -		\$ 692.00	\$ 692.00	\$ -	
2019	\$2,235.00	\$ 2,235.00	\$ -	5.97%	\$1,465.00	\$ 1,465.00	\$ -	5.85%	\$ 733.00	\$ 733.00	\$ -	5.92%
2020	\$2,324.00	\$ 2,324.00	\$ -	3.98%	\$1,524.00	\$ 1,524.00	\$ -	4.03%	\$ 762.00	\$ 762.00	\$ -	3.96%
2021	\$2,436.00	\$ 2,436.00	\$ -	4.82%	\$1,597.00	\$ 1,597.00	\$ -	4.79%	\$ 799.00	\$ 799.00	\$ -	4.86%
2022	\$2,558.00	\$ 2,558.00	\$ -	5.01%	\$1,677.00	\$ 1,677.00	\$ -	5.01%	\$ 839.00	\$ 839.00	\$ -	5.01%
2023	\$2,814.00	\$ 2,814.00	\$ -	15.52%	\$1,845.00	\$ 1,845.00	\$ -	15.53%	\$ 923.00	\$ 923.00	\$ -	15.52%
2024	\$2,971.00	\$ 2,971.00	\$ -	16.15%	\$1,948.00	\$ 1,948.00	\$ -	16.16%	\$ 974.00	\$ 974.00	\$ -	16.09%
				51.45%				51.37%				51.35%
Non - Union Monthly Insurance Rates												
	Family			% Change	Employee + 1			% Change	Employee Only			% Change
	Rate	ER Paid	EE Paid		Rate	ER Paid	EE Paid		Rate	ER Paid	EE Paid	
2018	\$2,109.00	\$ 2,003.55	\$ 105.45		\$1,384.00	\$ 1,314.80	\$ 69.20		\$ 692.00	\$ 657.40	\$ 34.60	
2019	\$2,320.00	\$ 2,204.00	\$ 116.00	10.00%	\$1,522.00	\$ 1,445.90	\$ 76.10	9.97%	\$ 761.00	\$ 722.95	\$ 38.05	9.97%
2020	\$2,656.10	\$ 2,523.30	\$ 132.81	14.49%	\$1,822.47	\$ 1,731.35	\$ 91.12	19.74%	\$ 874.93	\$ 831.18	\$ 43.75	14.97%
2021	\$2,771.95	\$ 2,633.35	\$ 138.60	4.36%	\$1,900.89	\$ 1,805.85	\$ 95.04	4.30%	\$ 912.99	\$ 867.34	\$ 45.65	4.35%
2022	\$2,769.39	\$ 2,630.92	\$ 138.47	-0.09%	\$1,900.31	\$ 1,805.29	\$ 95.02	-0.03%	\$ 912.08	\$ 866.48	\$ 45.60	-0.10%
2023	\$2,732.88	\$ 2,596.24	\$ 136.64	-1.41%	\$1,874.10	\$ 1,780.40	\$ 93.71	-1.41%	\$ 899.98	\$ 854.98	\$ 45.00	-1.42%
2024	\$2,718.67	\$ 2,582.74	\$ 135.93	-1.83%	\$1,865.65	\$ 1,772.36	\$ 93.28	-1.82%	\$ 898.20	\$ 853.29	\$ 44.91	-1.52%
				15.52%				20.78%				16.27%

*2020 Moved to IPBC for non-Public Works personnel.



Exhibit B
Water/Sewer Rate Comparison Table for a Median Water User (11 units)
Updated 10-21-24

Municipality	Water	Sewer	Other Fees	Frequency	Usage	1,100CF/8,228GAL USER*
Mundelein	\$6.10	\$4.10	(Stormwater fee of \$3/month not included)	Bi-Monthly	Per 100 CF	\$111.60
Antioch (East of Deep Lake Road)	\$3.45	\$7.74	\$12/cycle for water \$26/cycle for sewer	Bi-Monthly	Per 1,000 gal	\$130.07
Round Lake Beach	\$9.04	\$4.21	\$11/bill flat fee for customer fee, \$11/bill flat fee for sewer	Bi-Monthly	Per 1,000 gal	\$131.02
Gurnee (West of Tollway)	\$5.66	\$8.61	\$12.24 Water Service Charge, \$4.08 Sewer Service Charge	Bi-Monthly	Per 1,000 gal	\$133.73
Round Lake	\$10.51	\$3.98	\$7.78 flat fee per month	Monthly	Per 1,000 gal	\$134.78
Libertyville	First 4,000 gal = \$3.17 5,000-8,000 gal = \$6.36 9,000+ gal = \$9.53	\$7.72	\$29.77 Bi-Monthly Water; \$12.51 Bi-Monthly Sewer; Stormwater Fee not Included	Bi-Monthly	Per 1,000 gal	\$145.37
Lindenhurst (2025)	\$6.52	\$6.15	\$9/bi-monthly Capital Fee	Bi-Monthly	Per 100 CF	\$148.37
Lake Villa	\$10.42	\$7.77	\$31.26 Water Minimum, \$11.66 Sewer Minimum	Bi-Monthly	Per 1,000 gal	\$149.67
Grayslake	\$19.06		None	Bi-Monthly	Per 1,000 gal	\$156.83
Fox Lake (Metered User, Local System)	\$4.10	\$2.23	\$55.11 flat water fee, \$17.87 flat sewer fee	Bi-Monthly	Per 1,000 gal	\$162.54
Wauconda	\$20.58		Minimum Fee Bi-Monthly Equal to Two Units (\$39.26)	Bi-Monthly	Per 1,000 gal	\$169.33
Lake Zurich	\$23.47		Minimum Based on 2,000 gal	Monthly	Per 1,000 gal	\$193.11
					AVERAGE	\$147.20



November 11, 2024

Village Board Meeting Agenda Item Cover Sheet

Agenda Item: E. Economic Development Strategy Implementation

Alignment with Strategic Plan:

- C** Community Branding & Engagement
- G** Responsible Growth & Development
- F** Future Ready Operations
- I** Capital Infrastructure Planning & Improvements
- B** Business Recruitment & Retention
- U** Operational/Unaffiliated

Budgetary Impact: N/A

Within Budget: Yes No

Suggested Motion: **No formal action. Consensus and direction from the Village Board to staff requested.**

Voting Record:

Trustee Chybowski
 Trustee Dickson
 Trustee Dunham
 Trustee Grace

Trustee Rosten
 Trustee Suchy
 Mayor Marturano



Part-Time Economic Development Specialist (Contractual Position)

The Village of Lindenhurst is accepting resumes from qualified candidates for an initial 12-month position of **Economic Development Specialist**. Selected candidate will be a contractual employee of the Village. Extensions beyond the initial contract term are budgeted and will be considered.

The Village is seeking an individual with a background in municipal economic development and/or a working knowledge of commercial real estate. Candidates should also have experience in identifying and recruiting businesses and developers to the Village with the intent of matching them with prospective properties and landowners.

About the Village

The Village of Lindenhurst, with a population 14,406 (2020 census), was incorporated in 1956. The Village is situated in north Lake County and is approximately 50 miles from Chicago and Milwaukee, Wisconsin. Residents enjoy the ability to travel to these larger, urban areas being a quick, seven (7) minute drive to Interstate 94.

Two major arterials (US Route 45 and IL Route 132) traverse the Village of Lindenhurst. US Route 45's ADT is approximately 19,000 while IL Route 132/Grand Avenue has an ADT of approximately 24,500. Other arterials in Lindenhurst include Grass Lake Road and Sand Lake Road. The Village boasts unparalleled access to outdoor recreational areas such as forest preserves, parks, and local lakes. In May 2022, the Village Board established its first tax increment finance (TIF) district along Grand Avenue as a tool to redevelop its primary commercial corridor.

Position Responsibilities

Reporting to the Village Administrator, the position will be primarily engaged in contacting and networking with users or tenants, developers, and property owners to

identify development opportunities and facilitate letters of intent (LOIs) or leases between the parties.

The position also will be expected to collaborate with Village staff and the Village Board to:

- Execute identified economic development strategies to attract new businesses, retain and expand existing businesses, and promote the Village as a desirable business location.
- Generate interest in developable areas throughout the Village with a focus on the Grand Avenue corridor.
- Work with landowners to identify development opportunities.
- Take the lead on the creation of economic development content and marketing materials for the website, social media, and print.
- Research information regarding the existing businesses within the community and the redevelopment or revitalization of targeted areas of the community.
- Other economic development-related tasks as identified during the contract term.

The Village anticipates this position will operate independently, within established parameters. The selected candidate may be able to work remotely and determine their own schedule, with an expectation of 80 hours/month devoted to the position. Periodic updates at Village Board meetings will be required. Village staff will provide administrative support as needed. Reimbursement for travel expenses will be offered for approved travel to trade shows, retail conferences, and other related events.

Position Qualifications

Several years of experience in municipal economic development and/or a working knowledge of commercial real estate/development. Experience with municipalities utilizing tax increment financing (TIF) is a plus. Bachelor's degree in economic development, urban planning, public administration, or related field. CECD designation is preferred. Any satisfactory equivalent combination of experience and training which ensures the ability to perform the work may be substituted for the required experience.

Compensation and Benefits

\$2,300/month+/- DOQ.



Application Process

Apply with resume, cover letter and three professional references to mail@lindenhurstil.org. Position will remain open until filled with first review of candidates to occur on _____, 2024. The Village of Lindenhurst is an Equal Opportunity Employer.



Economic Development and Special Projects Coordinator

The Village of Lindenhurst is accepting resumes from qualified candidates for to serve as its Economic Development and Special Projects Coordinator. This new position will serve as the Village's primary business liaison, playing a key role in recruitment and retention while also analyzing Village processes in order to reduce barriers to entry for new development.

For a salary starting between \$59,026 and \$87,709, the candidate will primarily be charged with fulfilling the activities outlined in the Village's economic development strategy and strategic plan. A successful candidate should possess a background in municipal economic development, urban planning, and/or a working knowledge of commercial real estate. Candidates should also have experience in identifying and recruiting businesses/developers to the Village with the intent of matching them with prospective properties and landowners.

About the Village

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Two major arterials (US Route 45 and IL Route 132) traverse the Village of Lindenhurst. US Route 45's ADT is approximately 19,000 while IL Route 132/Grand Avenue has an ADT of approximately 24,500. Other arterials in Lindenhurst include Grass Lake Road and Sand Lake Road. The Village boasts unparalleled access to outdoor recreational areas such as forest preserves, parks, and local lakes.

This position is created and offered at an exciting point in the Village's history. The Village is experiencing recent growth in residential development with approximately 300 new residential units recently built or currently under construction. There has also been a recent renaissance in our Grand Avenue commercial corridor via the redevelopment of the Lindenhurst Center (former Linden Plaza). In May 2022, the Village

Board established its first tax increment finance (TIF) district along Grand Avenue as a tool to redevelop its primary commercial area, presenting a unique opportunity for initiating growth led by the incoming candidate.

Position Responsibilities

Reporting to the Village Administrator, the position will be primarily engaged in contacting and networking with users or tenants, developers, real estate agents, and property owners to identify development opportunities and facilitate letters of intent (LOIs) or leases between the parties.

The position also will be expected to collaborate with Village staff and the Village Board to:

- Implement economic development strategies to attract new businesses, retain and expand existing businesses, and promote the Village as a desirable business location.
- Generate interest in developable areas throughout the Village with a focus on the Grand Avenue corridor.
- Work with landowners to identify development opportunities.
- Assist with the implementation of the Village's streetscape and design plan for the Grand Avenue corridor currently being developed.
- Research information regarding the existing businesses within the community and the redevelopment or revitalization of targeted areas of the community.
- Take the lead on the creation of economic development content and marketing materials for the website, social media, and print.
- As a valued member of the Village's management team, coordinate with other department heads to assist with priority projects as needed.
- Other economic development-related tasks as identified during the contract term.

To make a positive impact in this role, the successful candidate will possess the knowledge and drive to consistently advance the Village's vision of becoming "the friendliest and most appealing community in Lake County." Flexibility is a key characteristic as exposure to a wide variety of municipal services will be experienced amongst a supportive staff sharing numerous responsibilities.



Position Qualifications

No less than two years of experience in municipal economic development, community development, or planning and/or a working knowledge of commercial real estate/development. Experience with municipalities utilizing tax increment financing (TIF) is desirable. Possession of a bachelor's degree in economic development, urban planning, public administration, or related field. CEcD designation is not necessary, but viewed as a plus. Any satisfactory equivalent combination of experience and training which ensures the ability to perform the work may be substituted for the required experience.

Compensation and Benefits

A starting salary between \$59,026 and \$87,709 along with an excellent benefits package which includes paid sick, vacation, holiday, and personal leave. Health, vision, and life insurance is offered with affordable premiums shared at a 95% ER/5% EE rate.

Application Process

Apply with resume, cover letter and three professional references to www.lindenhurstil.org/jobs. Position will remain open until filled with first review of candidates to occur on _____, 2024. The Village of Lindenhurst is an Equal Opportunity Employer.



Village of Lindenhurst JOB DESCRIPTION

ECONOMIC DEVELOPMENT AND SPECIAL PROJECTS COORDINATOR

Position Summary

Professional and administrative work reporting to the Village Administrator in the development and coordination of Village functions and programs.

Under the direction of the Village Administrator, but using independent judgment, this position will play a key role in the planning, development, and implementation of economic development initiatives and special projects aimed at enhancing the village's growth, vibrancy, and economic health. The Coordinator will work closely with local businesses, developers, and regional stakeholders to foster a positive business environment while overseeing special projects that align with the Village's strategic goals.

Job Content

The following major duties and related tasks have been identified as being essential to the proper and effective performance of the job. The Economic Development and Special Projects Coordinator should expect to perform all of the following duties. While the following major duties have been identified, other duties may be assigned from time to time as determined by the Village Administrator.

- **Assist in the implementation of programs and services which advance the vibrancy and vitality of our business community while also improving quality of life for our residents.**

Essential Tasks

1. **Business Retention & Expansion:** Work with existing businesses to understand their needs and help facilitate opportunities for expansion, retention, and growth within the community.
2. **Business Recruitment:** Assist in attracting new businesses to the Village of Lindenhurst by identifying potential commercial, industrial, and retail tenants, and engaging in recruitment efforts.

3. Incentive Program Management: Administer local incentive programs such as tax increment financing (TIF), Lindenhurst Economic Assistance Program (LEAP) grants, and other programs designed to support business development and economic growth.
 4. Market Analysis & Planning: Conduct research and analysis of economic trends, market conditions, and demographic data to inform development strategies, business attraction efforts, and public policies.
 5. Collaboration with Stakeholders: Engage and maintain strong relationships with local, regional, and state economic development organizations, business leaders, and civic partners.
- **Perform management analysis and prepare research reports and other policy documents to serve as a basis for action.**

Essential Tasks

1. Process Analysis: Work with management team members to periodically analyze and review Village operating procedures and processes.
 2. Zoning & Land Use: Assist in reviewing and recommending changes to zoning ordinances, building codes, and land use policies that support business growth and community development.
 3. Data Tracking and Reporting: Develop and maintain economic data, including business development metrics, job creation statistics, and project progress. Prepare regular reports for the Village Board, senior management, and other stakeholders.
 4. Performance Metrics: Establish and monitor performance metrics for economic development programs to ensure outcomes align with established goals and objectives.
- **Maintain the flexibility to assist with a wide range of municipal projects as assigned.**

Essential Tasks

1. As a valued member of the Village's management team, coordinate with other department heads to assist with priority projects as needed.
2. May, from time to time, be tasked with researching, planning, and leading special projects.
3. Review operational functions for issues of sustainability and research, analyze, and recommend efforts to improve operations from a perspective of sustainability.

Work Content

The position of Economic Development and Special Projects Coordinator reports directly to the Village Administrator, who serves as Chief Administrative Officer of the Village and organizational contact to the Mayor and Board of Trustees. The position is responsible for assisting the management team in the oversight of the municipal functions of police, public works, finance, building, planning and zoning, engineering and economic development. The position consists primarily of predictable, routine tasks, but from time to time, unpredictable, non-routine tasks are required.

The Economic Development and Special Projects Coordinator is responsible for the oversight of the Village's economic development function including various Village programs, services and projects. This includes working with administrative and operational level staff.

The individual in this position is expected to have effective written and verbal communication skills. The position is expected to use discretion and take initiative in dealing with a wide range of problems without direction or supervision. This position represents the Village when interacting with citizens, business owners, developers, and other public officials.

The work is primarily inside, office work, but outside work may be required from time to time. The inside work is primarily administrative, office work where little or no physical discomforts associated with changes in weather such as rain, cold, snow, heat or discomforts associated with noise, dust, dirt and the like. But the individual may be called outside at any time when performing the job duties of the position. Work frequently produces mental/visual fatigue associated with various duties and responsibilities. Work sometimes generates significant levels of stress and requires work under pressure. Equipment used in this position include the use of a computer, telephone, calculator, photocopier, fax machine, postage machine, staplers, staple remover, hole punch, file cabinets, tape dispensers and ring binders.

The Coordinator must have extensive education and experience in municipal government operations with an emphasis on economic development policies and trends. The position will require the individual to be familiar with public administration, the structure of municipal organizations, state and federal laws governing local governments, the delivery of public services and public relations activities.

Work Requirements

This position requires an individual to read, write, hear, and speak the English language sufficiently to effectively meet performance expectations. The position requires an individual

walk, sit, stand, operate the equipment required for the position and perform the essential functions listed in this job description. The individual in this position must possess the minimum skills, knowledge and abilities required for the position.

Possession of a bachelor's degree in public or business administration or a related field is required, preferably supplemented by a master's degree; two years of progressive administrative or professional experience in economic development, urban planning commercial real estate, or any equivalent combination of training and experience that provides the following minimum knowledge, skills and abilities:

- Knowledge of public administration and its applications to local government.
- Knowledge of economic development principles and practices.
- Knowledge of basic laws, principles and regulations underlying municipal organizations.
- Ability to exercise sound judgment, maintain confidentiality and make decisions in accordance with policies and procedures of the Village.
- Ability to analyze complex public policy issues and organizational problems and develop solutions.
- Ability to express ideas effectively, both verbally and in writing.
- Ability to establish and maintain effective working relationships with the Board of Trustees, employees and the public.