

Attached is the agenda packet for the January 6, 2025 Board Meeting. For those of you with Drop Box, the file will be placed in the Drop Box Folder.

**The Village Board meeting will begin at 7:00 PM. All discussions and business will occur at the Village Board meeting. After consideration of the meeting minutes and accounts payable, the meeting will proceed to new and old business.**

Please contact the Mayor if you have any questions or if you wish to attend the meeting electronically.

James McDonald, Mayor  
Mary Konrad, Clerk  
Christine McKinley, Treasurer



Trustees:  
Allena Barbato  
Scott Bartlett  
Glenn McCollum  
Jeff Nielsen  
Tom O'Reilly  
Doug Savell

**AGENDA**  
**VILLAGE OF LAKE VILLA**  
**BOARD OF TRUSTEES – REGULAR MEETING**

**January 6, 2025**

**7:00 p.m.**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comment
4. Approval of the Minutes – Village Board Meeting December 2, 2024
5. Accounts Payable – January 6, 2025
6. Mayor
7. Staff Reports
8. New Business
  - a. Discussion: Paddle Board Business Concept
  - b. Resolution 2025-01-01: A Resolution Approving an Intergovernmental Agreement with the Solid Waste Agency of Lake County for Participation in their Textile Collection Program
  - c. Ordinance 2025-01-01: An Ordinance Amending the Village Code relative to Title 5, Public Properties and Utilities
  - d. Ordinance 2025-01-02: An Ordinance Authorizing the Sale of Surplus Personal Property Owned by the Village of Lake Villa
  - e. Resolution 2025-01-02: A Resolution Authorizing Participation in the State of Illinois Federal Surplus Property Program
  - f. Approval: Health Insurance Renewal
9. Executive Session
10. Old Business
  - a. Approval: Termination of Employment Agreement and Employment of Dominick Lostroscio
11. Adjournment



**DATE:** January 2, 2025  
**TO:** Village Board of Trustees  
**FROM:** Michael Strong  
Village Administrator  
**RE:** Agenda Transmittal

**New Business**

**a. Discussion: Paddle Board Business Concept**

Staff Contact: Jake Litz, Assistant to the Village Administrator

At the November 18, 2024 Village Board meeting, staff overviewed a new business concept at Lehman Park that would include stand-up paddle board classes, yoga, and stand-up paddle board yoga. Included in the agenda packet is a business plan for this concept. Jeannie Christofalos from Nepenthe Yoga will be attending Monday night's Village Board meeting to overview her business plan and answer questions from the Trustees. The Village Board is asked to provide staff with direction whether or not to proceed with the business concept at Lehman Park.

**b. Resolution 2025-01-01: A Resolution Approving an Intergovernmental Agreement with the Solid Waste Agency of Lake County for Participation in their Textile Collection Program**

Staff Contact: Mikaela Alonso, Administrative Analyst

The Solid Waste Agency of Lake County (SWALCO) has established a community-wide program where clothing and textiles can be collected for recycling. This program accepts new, gently used, used, or unwanted/worn, clothing as well as household textiles. SWALCO has requested the Village of Lake Villa to add a clothing bin in a public place as part of this program.

Included in the agenda is a resolution and Intergovernmental Agreement that would establish this program. This program is at no cost to the Village. SWALCO will handle emptying the container on a regular basis when full and will assist with promoting this new program. The Village may ask that SWALCO remove the container at any time. If approved, the bin will be located in the Metra parking lot on the north side of Cedar Ave.

*Suggested Motion: Motion to Approve Resolution 2025-01-01 a Resolution Approving an Intergovernmental Agreement with the Solid Waste Agency of Lake County for Participation in their Textile Collection Program.*

c. **Ordinance 2025-01-01: An Ordinance Amending the Village Code relative to Title 5, Public Properties and Utilities**

Staff Contact: Jim Bowles, Superintendent of Public Works

At Monday night's Board meeting, the Village board will consider an Ordinance that will require a ball valve to be located 12" upstream and downstream of the meter. Currently, the Ordinance only requires that it be located downstream of the meter. Please note that the "upstream and downstream" language used in the attached Ordinance is a typical practice. The Village is simply trying to codify current practices. The Village Attorney has drafted the attached Ordinance for consideration by the Village Board.

*Suggested Motion: Motion to Approve Ordinance 2025-01-01 An Ordinance Amending the Village Code relative to Title 5, Public Properties and Utilities.*

d. **Ordinance 2025-01-02: An Ordinance Authorizing the Sale of Surplus Personal Property Owned by the Village of Lake Villa**

Staff Contact: Ryan Horton, Superintendent of Public Works

The Village Board is requested to discuss and consider whether to recommend approval of an Ordinance disposing of surplus Village property. In reviewing items for disposal, there is one vehicle that has been identified as beyond useful life and deemed appropriate for disposal. This includes a 2002 International 4900 and a PF5 Transmission Flush Machine.

*Suggested Motion: Motion to Approve Ordinance 2025-01-02 An Ordinance Authorizing the Sale of Surplus Personal Property Owned by the Village of Lake Villa.*

e. **Resolution 2025-01-02: A Resolution Authorizing Participation in the State of Illinois Federal Surplus Property Program**

Staff Contact: Ryan Horton, Superintendent of Public Works

The Federal Surplus Property Program is a nationwide initiative that allows local governments, nonprofits, and other eligible entities to access federal surplus property that is no longer needed by federal agencies. In Illinois, the program is administered by the Illinois Department of Central Management Services (CMS). To participate, the Village must adopt a resolution and submit an application to become an authorized participant.

Eligible items through this program include:

- Vehicles (e.g., trucks, vans, construction equipment)
- Office and maintenance equipment
- Tools and machinery
- Supplies and other assets

Participating in this program provides the Village with the following benefits:

1. **Cost Savings:** Federal surplus property is available at a fraction of the cost of new equipment. For example, vehicles and equipment often sell at 5-10% of their original acquisition value.
2. **Improved Efficiency:** Access to affordable, high-quality equipment will allow the Public Works Department to enhance operations and respond to community needs more effectively.
3. **Sustainability:** Acquiring surplus property supports environmental sustainability by reusing and repurposing items, reducing waste.

Participation in this program does not obligate the Village to purchase any equipment or vehicles, but merely offers the Village an additional avenue to procure equipment, vehicles, and resources needed for various maintenance, repair, and/or replacement needs in both our Public Works and Police Departments. Ultimately, it may enable the Village to acquire necessary equipment and vehicles at substantial savings, ultimately benefiting the community through cost-effective operations and improved service delivery.

The Village Board is asked to consider approving the attached resolution authorizing participation in the Federal Surplus Property Program. Once the resolution is approved, the Village will complete the registration process with Illinois CMS, including submission of any required documentation. A copy of a draft application is attached to the Resolution.

*Suggested Motion: Motion to approve Resolution 2025-01-02 a Resolution Authorizing Participation in the State of Illinois Federal Surplus Property Program.*

**f. Approval: Health Insurance Renewal**

Staff Contact: Jake Litz, Assistant to the Village Administrator

The Village provides health insurance for Village employees through Blue Cross Blue Shield of Illinois. As part of an annual review, Village staff received several quotes for its 2025 renewal. The most cost-effective option was to stay with Blue Cross Blue Shield of Illinois.

On average, Village employees are anticipated to contribute roughly 12% toward monthly premium totals. The total current monthly premium the Village pays for health insurance is \$50,345.70. Retirees contribute 100% of their respective monthly premium. A breakdown of the monthly premium cost is listed below.

<b>Breakdown of monthly health insurance premium cost (January 2025)</b>		
<b>Group</b>	<b>Total Contribution to Monthly Premium</b>	<b>Percentage</b>
Village of Lake Villa	\$41,885.09	83%
Retirees	\$2,399.53	5%
Village Employees	\$6,061.08	12%
<b>TOTAL</b>	<b>\$50,345.70</b>	<b>100%</b>

While over the course of the year, the premium total may fluctuate due to several factors including the hiring/departure of new employees (and the respective age of those individuals), current retirees who elect not to participate in the Village's health insurance, or current employees who may retire over the course of the current year. It is important to note that during the year, an employee's rate will not change due to a birthday (change in age) until the following open enrollment period. Should it become more cost-effective to change back to a composite-rate next year, staff will revert to the old formula and inform the Board of that change.

Should no changes occur to staff or retiree participation in insurance the total annual cost of the Village's health insurance would be \$604,148.40 (\$502,621.08 after contributions by employees and retirees).

*Suggested Motion:* *Motion to approve the 2025 Village Health Insurance Renewal with Blue Cross Blue Shield of Illinois.*

**VILLAGE OF LAKE VILLA  
VILLAGE BOARD  
REGULAR MEETING  
December 2<sup>nd</sup>, 2024**

**Call to Order:** Mayor McDonald called the meeting to order at 7:00 pm.

**Present:** Mayor McDonald, Village Clerk Konrad, Trustees: Barbato, O'Reilly Bartlett, Savell, and McCollum, Village Administrator Mike Strong, Assistant to the Village Administrator Jake Litz, Chief of Police Rochelle Tisinai, Village Attorney Rebecca Alexopoulos, Public Works Supervisors Ryan Horton and Jim Bowles, Finance Director Christine McKinley and Mikaela Alonso, Administrative Analyst.

**ROLL CALL VOTE WAS:**

**AYES: 5 (Barbato, O'Reilly, Bartlett, Savell, McCollum)**

**NAYS: 0**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 0**

**MOTION CARRIED**

**Public Comment:** None

**Minutes:** It was moved by Trustee Bartlett and seconded by Trustee Barbato to approve the November 12<sup>th</sup>, 2024 Committee of the Whole Meeting.

**ROLL CALL VOTE WAS:**

**AYES: 4 (Barbato, Bartlett, Savell, McCollum)**

**NAYS: 0**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 1 (O'Reilly)**

**MOTION CARRIED**

It was moved by Trustee Savell and seconded by Trustee Bartlett to approve the November 12<sup>th</sup>, 2024 Committee of the Whole Meeting.

**ROLL CALL VOTE WAS:**

**AYES: 5 (Barbato, O'Reilly, Bartlett, Savell, McCollum)**

**NAYS: 0**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 0**

**MOTION CARRIED**

**Finance:** It was moved by Trustee Bartlett and seconded by Trustee Barbato to approve the account payable report for December 2<sup>nd</sup>, 2024 in the amount of \$629,627.74.

**ROLL CALL VOTE WAS:**

**AYES: 5 (Barbato, O'Reilly, Bartlett, Savell, McCollum)**

**NAYS: 0**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 0**

**MOTION CARRIED**

**Mayor:** The Mayor thanked all those who worked and volunteered for the Holiday Parade. It was a tremendous success.

**Staff Reports:**

Public Works has been doing routine lift station maintenance. They are also addressing the issue with a plow that is having mechanical issues.

The Police Department is offering a 2-hour womens self-defense class. Class options will be for January 14<sup>th</sup> and January 22<sup>nd</sup>, at Lakes High School from 6:30-8:30.

Public Works welcomes a new hire.

**Old Business:**

**Ordinance 2024-12-01: An Ordinance Approving the Tax Levy**

The Village Board conferred on a final reading of an Ordinance establishing the 2024 property tax levy which must be filed with the County Clerk by the last Tuesday in December. On November 4, 2024, the Village Board proposed to increase the tax levy for 2024 by 3.4% along with new growth/construction (.227). The proposed tax levy for 2024 reflects a 3.6271% increase over the 2023 tax levy extension for the Village. However, accounting for the anticipated increase in Equalized Assessed Valuation for the Village, the Village’s tax rate is anticipated to decrease by 6.97% compared to 2023.

It was moved by Trustee McCollum and seconded by Trustee Savell to approve Ordinance 2024-12-01 approving the Tax Levy.

**ROLL CALL VOTE WAS:**

**AYES: 5 (Barbato, O’Reilly, Bartlett, Savell, McCollum)**

**NAYS: 0**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 0**

**MOTION CARRIED**

**Ordinance 2024-12-02: An Ordinance Amending the Village Code relative to Title 8, Building Regulations**

Pursuant to Public Act 103-0510, the Village must adopt baseline building codes published by the International Code Council (“ICC”) during the current year or preceding nine (9) calendar years.

The ICC publishes new building code cycles every three years to keep up the construction industry. Lake Villa currently enforces the 2012 version of the International Codes, with local amendments and referenced state and federal codes regulating construction. The Village Board conferred that the 2018 code is the most stable code cycle at the present time. The 2018 ICC Cycle effect the following codes:

- Building Code
- Residential Code
- Fire Code
- Fuel Gas Code
- Existing Building Code
- Swimming Pool and Spa Code
- Mechanical Code
- Property Maintenance Code
- International Plumbing Code

The Village Board must adopt a new building code cycle by the end of 2024 per Illinois law.



It was moved by Trustee Bartlett and seconded by Trustee McCollum to approve Ordinance 2024-12-02 amending the Village Code relative to Title 8, Building Regulations.

**ROLL CALL VOTE WAS:**

**AYES: 4 (O'Reilly, Bartlett, Savell, McCollum)**

**NAYS: 1 (Barbato)**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 0**

**MOTION CARRIED**

**Ordinance 2024-12-03: An Ordinance Amending the Village Code relative to several chapters of the Village Code relative to fees, charges, deposits, fines, and other amounts payable to the Village.**

The Village Board conferred on a Fee Schedule Ordinance. Currently, all individual fees for various services as well as fines for penalties are written throughout the Village Code. The challenge with the current Village Code is that fees are not clearly located and understood by Village personnel and the public.

It was moved by Trustee O'Reilly and seconded by Trustee Savell to approve Ordinance 2024-12-03 amending the Village Code relative to fees, charges, deposits, fines, and other amounts payable to the Village.

**ROLL CALL VOTE WAS:**

**AYES: 5 (Barbato, O'Reilly, Bartlett, Savell, McCollum)**

**NAYS: 0**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 0**

**MOTION CARRIED**

**Approval: Award of Professional Services Contract Work Order for the Proposed 2025 Road Reconstruction Project to Baxter & Woodman**

The Village Board is asked to approve a contract for professional design engineering services with Baxter & Woodman, for the proposed 2025 Road Resurfacing Program. The engineering costs associated with this project are funded in the General Capital Fund for FY2024.

2025 Road Reconstruction Program (Primary). Baxter & Woodman has submitted a proposal for the design engineering and services required of the proposed improvement locations. The cost of the 2025 Road Reconstruction Program, for *design engineering services* is \$35,000.

To prepare for a summer 2025 construction schedule, it is the recommendation of staff to proceed with the engineering and design work now, so that the project can be bid in the early spring in hopes of beneficial pricing.

It was moved by Trustee Bartlett and seconded by Trustee O'Reilly to approve of a Work Order with Baxter & Woodman Engineering Firm for Engineering Services Related to the 2025 Road Reconstruction Project in an amount not to exceed \$35,000 and Authorization for the Village Administrator to Execute a Work Order with the Firm.

**ROLL CALL VOTE WAS:**

**AYES: 5 (Barbato, O'Reilly, Bartlett, Savell, McCollum)**

**NAYS: 0**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 0**

**MOTION CARRIED**

## **Approval: 2025 Meeting Dates**

The Village Board conferred on the approval of the 2025 Village Board Meeting Schedule date changes due to holidays.

- January 20th is moved to January 21st in observance of the Martin Luther King holiday.
- February 17<sup>th</sup> is moved to February 19th in observance of Presidents Day.
- September 1st is moved to September 2nd in observance of the Labor Day.

Committee Meeting dates are

- January 13th,
- February 10<sup>th</sup>
- March 10th

Staff anticipates that budget workshops will begin February 10th and conclude on March 10th.

It was moved by Trustee Bartlett and seconded by Trustee Savell to approve calendar year 2025 Board of Trustees Meeting Dates.

### **ROLL CALL VOTE WAS:**

**AYES: 5 (Barbato, O'Reilly, Bartlett, Savell, McCollum)**

**NAYS: 0**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 0**

**MOTION CARRIED**

### **Discussion: Health Insurance Renewal**

The Village's Health Insurance policy for its employees is currently sponsored by BlueCross/BlueShield of Illinois and renews annually effective January 1. Life, Dental and Vision plans are currently sponsored by The Standard. Quotes for various policies and are recommending the renewal of all existing plans offered through BlueCross BlueShield of Illinois and The Standard. The policies with both Blue Cross and Blue Shield of Illinois and The Standard will be formally approved by the Village Board at the January 6, 2025 Village Board meeting, following open enrollment.

### **Discussion: SWALCO Request for Clothing Bins**

The Solid Waste Agency of Lake County (SWALCO) has established a community-wide program where clothing and textiles can be collected for recycling. This program accepts new, gently used, used, or unwanted/worn, clothing as well as household textiles. SWALCO has requested the Village of Lake Villa to add a clothing bin in a public place as part of this program.

If adopted, this program, SWALCO will provide a container that will fit in a single parking space. Residents would be able to conveniently drop off clothing and textiles. This is at no cost to the Village. SWALCO will handle emptying the container on a regular basis when full and will assist with promoting this new program.

In turn, the Village will receive a small kickback every year from SWALCO from the items collected. These proceeds can be used for anything. The location of the bin can either be inside a public building or outside at a public park/space. Potential location for the container is the Metra's second lot. The Village Board is asked to provide staff with direction whether or not to proceed with SWALCO's textile recycling program.

*Adjournment:* It was moved by Trustee Bartlett and seconded by Trustee O'Reilly to adjourn at 7:39 pm.

**ROLL CALL VOTE WAS:**

**AYES: 5 (Barbato, O'Reilly, Bartlett, Savell, McCollum)**

**NAYS: 0**

**ABSENT: 1 (Nielsen)**

**ABSTAIN: 0**

**MOTION CARRIED**

*APPROVED BY ME THIS \_\_\_\_\_, December, 2024*

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*JAMES MCDONALD, MAYOR*

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*MARY KONRAD, CLERK*

VILLAGE OF LAKE VILLA Treasurer's Report  
 EXP CHECK RUN DATES 12/24/2024 - 01/06/2025  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Fund	Department	Line Item	Item Description	Amount	Account Number	Budget	Total	YTD	Over Budget
<b>ACE HARDWARE ANTIOCH 15083</b>									
WATER & SEWER	WATER	SUPPLIES - WATER	KEYS	26.73	60-42-40-4950	35,000.00	10,554.34		
WATER & SEWER	SEWER	SUPPLIES - SEWER	KEYS	26.73	60-43-40-4950	30,000.00	5,219.54		
			<b>Vendor Total:</b>	<b>53.46</b>					
<b>AMERICAN PUBLIC WORKS ASSOCIATION</b>									
WATER & SEWER	WATER	MEMBERSHIPS	PUBLIC AGENCY MEMBERSH	99.50	60-42-60-4531	700.00	661.48		OVER
WATER & SEWER	SEWER	MEMBERSHIPS	PUBLIC AGENCY MEMBERSH	99.50	60-43-60-4531	700.00	661.47		OVER
GENERAL FUND	STREETS	MEMBERSHIPS	PUBLIC AGENCY MEMBERSH	397.00	01-41-60-4531	490.00	100.00		OVER
			<b>Vendor Total:</b>	<b>596.00</b>					
<b>AXON ENTERPRISE, INC.</b>									
DRUG SEIZURE FUND		TASER REPLACEMENT	TASER	5,269.45	92-00-00-8027	2,146.00	0.00		OVER
			<b>Vendor Total:</b>	<b>5,269.45</b>					
<b>BAXTER &amp; WOODMAN</b>									
GENERAL FUND	ADMINISTRATIVE	MANAGED GIS SERVICES-	PROJECT 2400510.00/ PH	56.00	01-10-20-5216	4,940.00	4,104.78		
WATER & SEWER	WATER	MANAGED GIS SERVICES-	PROJECT 2400510.00/ PH	112.00	60-42-20-5216	9,880.00	8,209.57		
WATER & SEWER	SEWER	MANAGED GIS SERVICES-	PROJECT 2400510.00/ PH	112.00	60-43-20-5216	9,880.00	8,209.56		
			<b>Vendor Total:</b>	<b>280.00</b>					
<b>BENNY'S SERVICE CENTER, INC.</b>									
GENERAL FUND	FLEET	CONTRACT VEHICLE MAINT	TRUCK 10/ TRUCK 21	60.00	01-30-20-4230	80,000.00	28,047.47		
			<b>Vendor Total:</b>	<b>60.00</b>					
<b>CES</b>									
GENERAL FUND	STREETS	MAINTENANCE - SIGNS &	TRAIN STATION	84.15	01-41-40-4270	7,500.00	6,578.14		
GENERAL FUND	STREETS	MAINTENANCE - SIGNS &	STREET LIGHTS	215.50	01-41-40-4270	7,500.00	6,578.14		
			<b>Vendor Total:</b>	<b>299.65</b>					
<b>CHICAGO PARTS &amp; SOUND, LLC</b>									
GENERAL FUND	FLEET	VEHICLE SUPPLIES	CREDIT - CORE RETURN	(11.00)	01-30-60-4930	53,000.00	40,013.97		
GENERAL FUND	FLEET	VEHICLE SUPPLIES	TRUCK 11	225.57	01-30-60-4930	53,000.00	40,013.97		
WATER & SEWER	WATER	VEHICLE SUPPLIES	BANK LIFT/ BATTERY FOR	54.30	60-42-60-4930	9,000.00	3,829.24		
WATER & SEWER	SEWER	VEHICLE SUPPLIES	BANK LIFT/ BATTERY FOR	54.30	60-43-60-4930	9,000.00	4,259.86		
			<b>Vendor Total:</b>	<b>323.17</b>					
<b>CHICAGOLAND PAVING</b>									
GENERAL CAPITAL FUND	STREETS	CAPITAL IMPROVEMENTS -	2024 PAVEMENT PATCHING	13,000.00	90-41-60-5100	100,000.00	13,529.22		
			<b>Vendor Total:</b>	<b>13,000.00</b>					
<b>CHRIS ELECTRIC CORP.</b>									
GENERAL FUND	BUILDINGS & GROUNDS	MAINTENANCE-BUILDING	BUILDING MAINT- VILLAG	1,400.89	01-46-40-4210	10,610.00	12,777.25		OVER
WATER & SEWER	WATER	MAINTENANCE-WATER SYST	WELL HOUSE #5 DAMAGED 1	471.00	60-42-40-4250	80,000.00	26,588.07		
			<b>Vendor Total:</b>	<b>1,871.89</b>					
<b>COMCAST CABLE</b>									
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC 2	69.71	01-46-60-4420	34,700.00	17,009.59		
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.62	60-42-60-4420	3,300.00	2,873.76		
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.62	60-43-60-4420	3,000.00	2,873.78		
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	69.71	01-46-60-4420	34,700.00	17,009.59		
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.62	60-42-60-4420	3,300.00	2,873.76		
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.62	60-43-60-4420	3,000.00	2,873.78		
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	65 CEDAR AVE	1.58	01-46-60-4420	34,700.00	17,009.59		
WATER & SEWER	WATER	TELEPHONE	65 CEDAR AVE	0.26	60-42-60-4420	3,300.00	2,873.76		
WATER & SEWER	SEWER	TELEPHONE	65 CEDAR AVE	0.26	60-43-60-4420	3,000.00	2,873.78		
			<b>Vendor Total:</b>	<b>188.00</b>					
<b>CONSERV FS, INC.</b>									
GENERAL FUND	FLEET	AUTOMOTIVE FUEL/OIL	412.500 GAL UNL GAS	870.58	01-30-60-4820	83,500.00	44,564.13		
WATER & SEWER	WATER	AUTOMOTIVE FUEL/OIL	412.500 GAL UNL GAS	145.10	60-42-60-4820	14,000.00	7,427.36		
WATER & SEWER	SEWER	AUTOMOTIVE FUEL/OIL	412.500 GAL UNL GAS	145.10	60-43-60-4820	14,000.00	7,427.35		
GENERAL FUND	FLEET	AUTOMOTIVE FUEL/OIL	242.300 GAL DIESEL	584.43	01-30-60-4820	83,500.00	44,564.13		
WATER & SEWER	WATER	AUTOMOTIVE FUEL/OIL	242.300 GAL DIESEL	97.40	60-42-60-4820	14,000.00	7,427.36		
WATER & SEWER	SEWER	AUTOMOTIVE FUEL/OIL	242.300 GAL DIESEL	97.41	60-43-60-4820	14,000.00	7,427.35		
GENERAL FUND	FLEET	AUTOMOTIVE FUEL/OIL	573.200 GAL UNL GAS	1,250.14	01-30-60-4820	83,500.00	44,564.13		
WATER & SEWER	WATER	AUTOMOTIVE FUEL/OIL	573.200 GAL UNL GAS	208.36	60-42-60-4820	14,000.00	7,427.36		
WATER & SEWER	SEWER	AUTOMOTIVE FUEL/OIL	573.200 GAL UNL GAS	208.36	60-43-60-4820	14,000.00	7,427.35		

VILLAGE OF LAKE VILLA Treasurer's Report  
 EXP CHECK RUN DATES 12/24/2024 - 01/06/2025  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Fund	Department	Line Item	Item Description	Amount	Account Number	Budget	Total	Over YTD Budget
<b>Vendor Total:</b>				<b>3,606.88</b>				
<b>CONSERVATION CLUB OF KENOSHA COUNTY</b>								
GENERAL FUND	POLICE	RANGE & SUPPLIES	RANGE & SUPPLIES	300.00	01-20-60-4560	17,000.00	11,407.00	
<b>Vendor Total:</b>				<b>300.00</b>				
<b>DUSTY'S DC ELECTRICAL &amp; POWDERCOAT</b>								
GENERAL FUND	FLEET	VEHICLE SUPPLIES	STARTER INTERNATIONAL I	275.00	01-30-60-4930	53,000.00	40,013.97	
<b>Vendor Total:</b>				<b>275.00</b>				
<b>DYNEGY ENERGY SERVICES</b>								
WATER & SEWER	WATER	0SS RAILROAD AVE/ W/ S	NOVEMBER 2024- 11/15/2	297.86	60-42-40-4660	60,000.00	36,563.03	
GENERAL FUND	STREETS	SS CEDAR 1 W WISCONSIN	NOVEMBER 2024- 11/15/2	94.80	01-41-40-4660	135,000.00	90,241.01	
WATER & SEWER	SEWER	910 PARK AVE / LIFT S	NOVEMBER 2024- 11/15/2	317.53	60-43-40-4660	40,000.00	29,487.67	
GENERAL FUND	STREETS	129 RAILROAD AVE * STR	NOVEMBER 2024- 11/15/2	75.32	01-41-40-4660	135,000.00	90,241.01	
WATER & SEWER	SEWER	PUMP / 801 E GRAND AVE	NOVEMBER 2024- 11/15/2	115.75	60-43-40-4660	40,000.00	29,487.67	
GENERAL FUND	STREETS	422-1/2 W GRAND AVE/	NOVEMBER 2024- 11/15/2	32.45	01-41-40-4660	135,000.00	90,241.01	
GENERAL FUND	STREETS	SS CEDAR AVE 1W WISCON	NOVEMBER 2024- 11/15/2	259.06	01-41-40-4660	135,000.00	90,241.01	
WATER & SEWER	WATER	533 AMHERST DR *WELL	NOVEMBER 2024- 11/15/2	443.53	60-42-40-4660	60,000.00	36,563.03	
WATER & SEWER	SEWER	0 N PETITE LAKE RD- W/	NOVEMBER 2024- 11/15/2	505.01	60-43-40-4660	40,000.00	29,487.67	
WATER & SEWER	WATER	141 BELMONT AVE *WELL	NOVEMBER 2024- 11/15/2	1,027.41	60-42-40-4660	60,000.00	36,563.03	
WATER & SEWER	SEWER	129 CENTRAL AVE/ LIFT	NOVEMBER 2024- 11/15/2	216.35	60-43-40-4660	40,000.00	29,487.67	
WATER & SEWER	SEWER	607 N MILWAUKEE AVE/	NOVEMBER 2024- 11/15/2	668.41	60-43-40-4660	40,000.00	29,487.67	
WATER & SEWER	SEWER	550 E GRAND AVE/ LIFT	NOVEMBER 2024- 11/15/2	101.18	60-43-40-4660	40,000.00	29,487.67	
WATER & SEWER	SEWER	PUMPING STATION/735 N	NOVEMBER 2024- 11/15/2	337.92	60-43-40-4660	40,000.00	29,487.67	
WATER & SEWER	WATER	108 S MILWAUKEE AVE	NOVEMBER 2024- 11/15/2	36.62	60-42-40-4660	60,000.00	36,563.03	
WATER & SEWER	SEWER	1515 OAKLAND DRIVE/ L	NOVEMBER 2024- 11/15/2	421.02	60-43-40-4660	40,000.00	29,487.67	
WATER & SEWER	SEWER	WS BROOKING CT/ 1S PON	NOVEMBER 2024- 11/15/2	493.17	60-43-40-4660	40,000.00	29,487.67	
GENERAL FUND	STREETS	LITE 129 CENTRAL AVE	NOVEMBER 2024- 11/15/2	49.01	01-41-40-4660	135,000.00	90,241.01	
WATER & SEWER	WATER	881 DEEP LAKE RD	NOVEMBER 2024- 11/15/2	1,581.85	60-42-40-4660	60,000.00	36,563.03	
MANSION FUND		485 N MILWAUKEE AVE/	NOVEMBER 2024- 11/15/2	960.40	08-00-00-4660	18,500.00	16,365.94	
WATER & SEWER	SEWER	0 N S OLD MONAVILLE RD	NOVEMBER 2024- 11/15/2	1,073.28	60-43-40-4660	40,000.00	29,487.67	
GENERAL FUND	STREETS	LITE/ 119 CEDAR AVE	NOVEMBER 2024- 11/15/2	100.32	01-41-40-4660	135,000.00	90,241.01	
GENERAL FUND	STREETS	ELECTRICITY	NOVEMBER 2024- 11/15/2	(1,179.96)	01-41-40-4660	135,000.00	90,241.01	
WATER & SEWER	WATER	222 OAK KNOLL DR- UNIT	NOVEMBER 2024- 11/15/2	2,159.91	60-42-40-4660	60,000.00	36,563.03	
GENERAL FUND	STREETS	TFLT, METERED 0 RT 83	NOVEMBER 2024- 11/15/2	39.96	01-41-40-4660	135,000.00	90,241.01	
WATER & SEWER	WATER	ELECTRICITY	NOVEMBER 2024- 11/15/2	(244.91)	60-42-40-4660	60,000.00	36,563.03	
<b>Vendor Total:</b>				<b>9,983.25</b>				
<b>ENDRESS + HAUSER, INC.</b>								
WATER & SEWER	WATER	METER CALIBRATION/VERI	WATER METER TESTING	1,602.48	60-42-20-4353	4,200.00	2,450.00	
<b>Vendor Total:</b>				<b>1,602.48</b>				
<b>GALL'S, LLC</b>								
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- CHI	42.35	01-20-60-4170	40,000.00	15,556.12	
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- MIC	140.55	01-20-60-4170	40,000.00	15,556.12	
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- DRE	153.71	01-20-60-4170	40,000.00	15,556.12	
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	CREDIT -UNIFORM ALLOWA	(24.84)	01-20-60-4170	40,000.00	15,556.12	
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE	7.99	01-20-60-4170	40,000.00	15,556.12	
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- ROC	63.75	01-20-60-4170	40,000.00	15,556.12	
<b>Vendor Total:</b>				<b>383.51</b>				
<b>GEWALT HAMILTON ASSOCIATES, INC.</b>								
GENERAL CAPITAL FUND	BUILDINGS & GROUNDS	CAPITAL IMPROVEMENTS -	PROJECT 5875.100/ LAKE	4,341.00	90-46-60-5100	370,500.00	117,025.96	
<b>Vendor Total:</b>				<b>4,341.00</b>				
<b>GREATAMERICA FINANCIAL SERVICES COR</b>								
GENERAL FUND	ADMINISTRATIVE	EQUIPMENT MAINTENANCE	KYOCERA COPIER RENTAL-	241.63	01-10-20-4813	3,000.00	1,889.86	
<b>Vendor Total:</b>				<b>241.63</b>				
<b>HYDRAULIC SERVICE &amp; REPAIR INC</b>								
GENERAL FUND	FLEET	CONTRACT VEHICLE MAINT	BUCKET LOCK CYLINDER RJ	452.70	01-30-20-4230	80,000.00	28,047.47	
WATER & SEWER	WATER	CONTRACT VEHICLE MAINT	BUCKET LOCK CYLINDER RJ	75.45	60-42-20-4230	5,000.00	111.11	
WATER & SEWER	SEWER	CONTRACT VEHICLE MAINT	BUCKET LOCK CYLINDER RJ	75.45	60-43-20-4230	5,000.00	111.10	
<b>Vendor Total:</b>				<b>603.60</b>				

VILLAGE OF LAKE VILLA Treasurer's Report  
 EXP CHECK RUN DATES 12/24/2024 - 01/06/2025  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Fund	Department	Line Item	Item Description	Amount	Account Number	Budget	Total	YTD	Over Budget
WATER & SEWER		SEWER CONN PAYABLE-COU	SEWER AND SURCHARGE 09	3,540.00	60-00-20-2018	0.00	192,396.20		OVER
WATER & SEWER	SEWER	COUNTY CHARGES	SEWER AND SURCHARGE 09	104,164.56	60-43-40-4350	680,000.00	304,143.64		
WATER & SEWER	SEWER	COUNTY SURCHARGE	SEWER AND SURCHARGE 09	8,412.00	60-43-40-4351	55,000.00	25,224.00		
			<b>Vendor Total:</b>	<b>116,116.56</b>					
<b>LF GEORGE INC.</b>									
GENERAL FUND	FLEET	VEHICLE SUPPLIES	FILTER KIT	879.19	01-30-60-4930	53,000.00	40,013.97		
GENERAL FUND	FLEET	VEHICLE SUPPLIES	TOLE KIT	789.25	01-30-60-4930	53,000.00	40,013.97		
			<b>Vendor Total:</b>	<b>1,668.44</b>					
<b>MAUREEN SOLTIS</b>									
WATER & SEWER		WATER	UB refund for account:	156.12	60-00-40-3510	933,064.00	482,399.14		
			<b>Vendor Total:</b>	<b>156.12</b>					
<b>MENARDS - ANTIOCH</b>									
METRA FUND		MAINTENANCE-BUILDING	METRA -MAINTENANCE	17.94	02-00-30-4210	28,000.00	6,654.00		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-PARKS	WALL HEATER / LOFFREDO	19.82	01-46-40-4911	20,000.00	13,059.02		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-PARKS	WALL HEATER/ LOFFREDO :	127.17	01-46-40-4911	20,000.00	13,059.02		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	SHOP SUPPLIES	163.18	01-46-40-4910	16,000.00	4,638.60		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	SHOP SUPPLIES	27.07	01-46-40-4910	16,000.00	4,638.60		
GENERAL FUND	FLEET	VEHICLE SUPPLIES	TRUCK 7	1.64	01-30-60-4930	53,000.00	40,013.97		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	SHOP SUPPLIES	82.93	01-46-40-4910	16,000.00	4,638.60		
GENERAL FUND	FLEET	VEHICLE SUPPLIES	TRUCK 7	4.32	01-30-60-4930	53,000.00	40,013.97		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	SALT/ SHOP SUPPLIES	13.67	01-46-40-4910	16,000.00	4,638.60		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	SHOP SUPPLIES	13.14	01-46-40-4910	16,000.00	4,638.60		
W&S CAPTIAL FUND	WATER	CAPITAL IMPROVEMENTS -	WATER METER CHANGE OUT	21.37	91-42-60-5100	556,325.00	562,034.51		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	WATER METER CHANGE OUT	4.12	01-46-40-4910	16,000.00	4,638.60		
			<b>Vendor Total:</b>	<b>496.37</b>					
<b>NICOR GAS</b>									
WATER & SEWER	SEWER	NATURAL GAS	725 E GRAND AV4 #4	149.47	60-43-40-4610	15,000.00	6,512.56		
			<b>Vendor Total:</b>	<b>149.47</b>					
<b>PACE SYSTEMS, INC</b>									
WATER & SEWER	WATER	MAINTENANCE-WATER SYSTI	GUARD DOG PROGRAM	375.00	60-42-40-4250	80,000.00	26,588.07		
			<b>Vendor Total:</b>	<b>375.00</b>					
<b>RAY O'HERRON CO., INC</b>									
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE	78.52	01-20-60-4170	40,000.00	15,556.12		
			<b>Vendor Total:</b>	<b>78.52</b>					
<b>RUSSO POWER EQUIPMENT</b>									
GENERAL FUND	FLEET	VEHICLE SUPPLIES	CUTTER	188.79	01-30-60-4930	53,000.00	40,013.97		
			<b>Vendor Total:</b>	<b>188.79</b>					
<b>TESKA ASSOCIATES, INC.</b>									
GENERAL CAPITAL FUND	ADMINISTRATIVE	CAPITAL IMPROVEMENTS -	LAK24-115- LAKE VILLA 1	12,352.50	90-10-60-5100	223,644.00	117,399.39		
			<b>Vendor Total:</b>	<b>12,352.50</b>					
<b>VERIZON WIRELESS</b>									
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	NOV 17- DEC 16	666.74	01-46-60-4420	34,700.00	17,009.59		
WATER & SEWER	WATER	TELEPHONE	NOV 17- DEC 16	111.12	60-42-60-4420	3,300.00	2,873.76		
WATER & SEWER	SEWER	TELEPHONE	NOV 17- DEC 16	111.13	60-43-60-4420	3,000.00	2,873.78		
			<b>Vendor Total:</b>	<b>888.99</b>					
<b>ZACHARY BECK</b>									
GENERAL FUND	POLICE	TRAINING/TRAVEL	REIMBURSEMENT FOR TRAI	532.54	01-20-60-4530	19,500.00	19,597.16		OVER
			<b>Vendor Total:</b>	<b>532.54</b>					
			<b>Grand Total:</b>	<b>176,282.27</b>					

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: ACEANT ACE HARDWARE ANTIOCH 15083 64366/A	KEYS	53.46
TOTAL VENDOR ACEANT ACE HARDWARE ANTIOCH 15083		53.46
VENDOR CODE: APWA AMERICAN PUBLIC WORKS ASSOCIATION 000861384	PUBLIC AGENCY MEMBERSHIP	596.00
TOTAL VENDOR APWA AMERICAN PUBLIC WORKS ASSOCIATION		596.00
VENDOR CODE: AXOENT AXON ENTERPRISE, INC. INUS307070	TASER	5,269.45
TOTAL VENDOR AXOENT AXON ENTERPRISE, INC.		5,269.45
VENDOR CODE: BAXWOO BAXTER & WOODMAN 0267170	PROJECT 2400510.00/ PHASE II GIS IMPLEME	280.00
TOTAL VENDOR BAXWOO BAXTER & WOODMAN		280.00
VENDOR CODE: BENSER BENNY'S SERVICE CENTER, INC. 6210	TRUCK 10/ TRUCK 21	60.00
TOTAL VENDOR BENSER BENNY'S SERVICE CENTER, INC.		60.00
VENDOR CODE: CES CES LKV/109744	TRAIN STATION	84.15
LKV/109769	STREET LIGHTS	215.50
TOTAL VENDOR CES CES		299.65
VENDOR CODE: CHIPAV CHICAGOLAND PAVING 241702-F	2024 PAVEMENT PATCHING- FINAL	13,000.00
TOTAL VENDOR CHIPAV CHICAGOLAND PAVING		13,000.00
VENDOR CODE: CHRELE CHRIS ELECTRIC CORP. 5795	BUILDING MAINT- VILLAGE HALL	1,400.89
5796	WELL HOUSE #5 DAMAGED BY COMED SURGE	471.00
TOTAL VENDOR CHRELE CHRIS ELECTRIC CORP.		1,871.89
VENDOR CODE: COMCAB COMCAST CABLE 12302024-2963	222 OAK KNOLL DR OFC 2	92.95
12302024-2955	222 OAK KNOLL DR OFC	92.95
12302024-6207	65 CEDAR AVE	2.10
TOTAL VENDOR COMCAB COMCAST CABLE		188.00
VENDOR CODE: CONCLU CONSERVATION CLUB OF KENOSHA COUNTY 11-2023	RANGE & SUPPLIES	300.00
TOTAL VENDOR CONCLU CONSERVATION CLUB OF KENOSHA CC		300.00
VENDOR CODE: CONFS CONSERV FS, INC. 102031539	412.500 GAL UNL GAS	1,160.78
102031538	242.300 GAL DIESEL	779.24
102031583	573.200 GAL UNL GAS	1,666.86
TOTAL VENDOR CONFS CONSERV FS, INC.		3,606.88

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: CPS CHICAGO PARTS & SOUND, LLC		
40C0000906	CREDIT - CORE RETURN	(11.00)
42V0000803	TRUCK 11	225.57
42V0000802	BANK LIFT/ BATTERY FOR LIFT STATION	108.60
TOTAL VENDOR CPS CHICAGO PARTS & SOUND, LLC		323.17
VENDOR CODE: DUSDC DUSTY'S DC ELECTRICAL & POWDERCOAT		
16370	STARTER INTERNATIONAL DT-466	275.00
TOTAL VENDOR DUSDC DUSTY'S DC ELECTRICAL & POWDERCC		275.00
VENDOR CODE: DYNENE DYNEGY ENERGY SERVICES		
010000070116	NOVEMBER 2024- 11/15/2024- 12/15/2024	8,028.29
030720023613	NOVEMBER 2024- 11/15/2024- 12/15/2024	1,954.96
TOTAL VENDOR DYNENE DYNEGY ENERGY SERVICES		9,983.25
VENDOR CODE: ENDHAU ENDRESS + HAUSER, INC.		
6002645478	WATER METER TESTING	1,602.48
TOTAL VENDOR ENDHAU ENDRESS + HAUSER, INC.		1,602.48
VENDOR CODE: GALL'S GALL'S, LLC		
029809625	UNIFORM ALLOWANCE- CHIEF TISINAI	42.35
029724262	UNIFORM ALLOWANCE- MICHAEL MORALES	140.55
029755374	UNIFORM ALLOWANCE- DREXLER	153.71
029911143	CREDIT -UNIFORM ALLOWANCE- CHIEF TISINAI	(24.84)
029910193	UNIFORM ALLOWANCE	7.99
029881107	UNIFORM ALLOWANCE- ROCHELLE TISINAI	63.75
TOTAL VENDOR GALL'S GALL'S, LLC		383.51
VENDOR CODE: GEWHAM GEWALT HAMILTON ASSOCIATES, INC.		
5875.100-17	PROJECT 5875.100/ LAKE VILLA- GRAND ACE	4,341.00
TOTAL VENDOR GEWHAM GEWALT HAMILTON ASSOCIATES, INC		4,341.00
VENDOR CODE: GREAME GREATAMERICA FINANCIAL SERVICES COR		
38138314	KYOCERA COPIER RENTAL- DECEMBER 2024	241.63
TOTAL VENDOR GREAME GREATAMERICA FINANCIAL SERVICES		241.63
VENDOR CODE: HYDSER HYDRAULIC SERVICE & REPAIR INC		
392996	BUCKET LOCK CYLINDER REPAIR	603.60
TOTAL VENDOR HYDSER HYDRAULIC SERVICE & REPAIR INC		603.60
VENDOR CODE: LCPUBWKS LAKE COUNTY PUBLIC WORKS		
12302024	SEWER AND SURCHARGE 09/17/2024- 11/14/20	116,116.56
TOTAL VENDOR LCPUBWKS LAKE COUNTY PUBLIC WORKS		116,116.56
VENDOR CODE: LFGEORGE LF GEORGE INC.		
IC96520	FILTER KIT	879.19
IC96477	TOLE KIT	789.25
TOTAL VENDOR LFGEORGE LF GEORGE INC.		1,668.44
VENDOR CODE: MENANT MENARDS - ANTIOCH		



INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: MENANT MENARDS - ANTIOCH		
56786	METRA -MAINTENANCE	17.94
56742	WALL HEATER / LOFFREDO PARK	19.82
56738	WALL HEATER/ LOFFREDO PARK	127.17
56732	SHOP SUPPLIES	163.18
56669	SHOP SUPPLIES	27.07
56673	TRUCK 7	1.64
56624	SHOP SUPPLIES	82.93
56621	TRUCK 7	4.32
57086	SALT/ SHOP SUPPLIES	13.67
57000	SHOP SUPPLIES	13.14
57036	WATER METER CHANGE OUT PROGRAM/ BUILDING	25.49
TOTAL VENDOR MENANT MENARDS - ANTIOCH		496.37
VENDOR CODE: MISC-UB MAUREEN SOLTIS		
12/30/2024	UB refund for account: 0599005092-00	156.12
TOTAL VENDOR MISC-UB MAUREEN SOLTIS		156.12
VENDOR CODE: NICOR NICOR GAS		
01062025-1087	725 E GRAND AV4 #4	149.47
TOTAL VENDOR NICOR NICOR GAS		149.47
VENDOR CODE: PACSYS PACE SYSTEMS, INC		
12312024	GUARD DOG PROGRAM	375.00
TOTAL VENDOR PACSYS PACE SYSTEMS, INC		375.00
VENDOR CODE: RAYOHE RAY O'HERRON CO., INC		
2383998	UNIFORM ALLOWANCE	78.52
TOTAL VENDOR RAYOHE RAY O'HERRON CO., INC		78.52
VENDOR CODE: RUSPOW RUSSO POWER EQUIPMENT		
SPI20888899	CUTTER	188.79
TOTAL VENDOR RUSPOW RUSSO POWER EQUIPMENT		188.79
VENDOR CODE: TESASS TESKA ASSOCIATES, INC.		
14849	LAK24-115- LAKE VILLA DOWNTOWN DESIGN AN	12,352.50
TOTAL VENDOR TESASS TESKA ASSOCIATES, INC.		12,352.50
VENDOR CODE: VERWIR VERIZON WIRELESS		
6101346756	NOV 17- DEC 16	888.99
TOTAL VENDOR VERWIR VERIZON WIRELESS		888.99
VENDOR CODE: ZACBEC ZACHARY BECK		
12302024	REIMBURSEMENT FOR TRAINING/TRAVEL IN DEC.	532.54
TOTAL VENDOR ZACBEC ZACHARY BECK		532.54
GRAND TOTAL:		176,282.27

# **Nepenthe Yoga Business Plan**

Jeannie Christofalos  
(262)629-0140  
Nepentheyoga@gmail.com



## **Executive Summary**

### **Business Overview**

Nepenthe Yoga offers outdoor holistic wellness programs located in Lake County Illinois. Nepenthe Yoga specializes in offering a sanctuary for individuals seeking relief from stress-related disorders through the transformative practice of Yoga and Stand Up Paddleboarding while being immersed in nature. We believe in the power of yoga to heal the mind, body, and soul, providing a tranquil space for individuals to find solace and rejuvenation amidst life's challenges. With a commitment to fostering joy and well-being, we offer yoga classes, paddle boarding and paddle board yoga classes that immerse participants in the beauty of nature while nurturing mind, body, and spirit.

### **Mission**

At Nepenthe Yoga, our mission is to serve as the catalyst for healing and transformation in the lives of our community members. Our slogan encapsulates what we stand for: Leave Stress at the Shore. Rooted in the profound meaning of our name, Nepenthe, which signifies the "destroyer of grief," we are committed to guiding individuals on a journey towards holistic well-being and inner peace with the practice of yoga, SUP and being outdoors. At Nepenthe Yoga, we believe that healing is not just a destination but an ongoing process, and we stand ready to walk and paddle alongside our students as they navigate their path towards wholeness and joy.

### **Target Market**

Nepenthe Yoga's target market primarily encompasses individuals between the ages of 18 and 59 who are seeking holistic wellness solutions and stress relief through the practice of yoga and SUP- Stand Up Paddleboarding. Our target demographic includes:

- **Young Adults (18-29):** This segment consists of young adults who are experiencing the pressures of transitioning into adulthood, managing academic or professional responsibilities, and navigating personal relationships. They may be drawn to Nepenthe Yoga as a means of coping with stress, enhancing their physical fitness, and finding a sense of balance and purpose in their lives.

- **Adults (30-49):** Adults within this age range often juggle multiple roles and responsibilities, including career demands, family obligations, and personal pursuits. They may turn to yoga as a way to manage stress, improve their mental and physical well-being, and carve out time for self-care amidst their busy lives. Additionally, this demographic may be interested in yoga as a complementary approach to addressing health concerns such as chronic pain, anxiety, or insomnia.
- **Middle-Aged Adults (50-59):** Individuals in this age group may be experiencing transitions such as career changes, empty nesting, or retirement, which can bring about both excitement and uncertainty. Yoga can serve as a valuable tool for maintaining flexibility, strength, and vitality as they age, as well as promoting mental clarity, emotional resilience, and a sense of purpose during periods of transition.

Characteristics of our target market include:

- **Seeking Stress Relief:** Our target audience is actively seeking strategies to manage stress and improve their overall quality of life. They recognize the detrimental effects of chronic stress on their physical, emotional, and mental health and are motivated to explore holistic approaches such as yoga to find relief.
- **Interest in Holistic Wellness:** Our target market values holistic wellness and is open to integrating mind-body practices into their lifestyle. They may have an interest in mindfulness, meditation, and other holistic modalities that complement their yoga practice and contribute to their overall well-being.
- **Active Lifestyle:** Many individuals in our target market lead active lifestyles and prioritize activities that promote physical fitness, flexibility, and mobility. They may be drawn to the dynamic and invigorating nature of our yoga classes, which offer a blend of strength-building, flexibility-enhancing, and stress-reducing exercises.
- **Water Sports Fans:** Those already interested in paddleboarding but wanting to incorporate mindful movement like yoga.
- **Local Residents:** Lake County residents who prefer nearby activities without having to travel to Chicago.
- **Visitors and Tourists:** Travelers and weekenders who seek outdoor activities and fitness experiences in the natural landscapes of Lake County.

By catering to the unique needs and preferences of our target market, Nepenthe Yoga aims to create a welcoming and inclusive community where individuals can embark on

a journey of self-discovery, healing, and personal growth through the transformative practice of yoga and SUP.

### **Services and Offerings**

- **Yoga Classes:** We offer a diverse range of open air yoga classes in Lake County and Zoom yoga classes suitable for practitioners of various skill levels but dedicated to the beginners and intermediate. We foster a stress-free entry into the practice of Yoga and SUP. Our classes encompass various yoga styles, including Hatha, Vinyasa, Yin, and Restorative, catering to the unique needs and preferences of our clientele.
- **Paddle Boarding Classes, Basic SUP:** Whether you're a beginner or an experienced paddler, our classes cater to all skill levels. Led by our certified instructor, our paddle boarding sessions offer a blend of adventure and relaxation on the water.
- **Paddle Board Yoga, SUP Yoga:** Experience the harmonious union of yoga and paddle boarding with our unique classes. Floating on the serene surface of the water, participants engage in yoga poses that enhance balance, strength, and mindfulness.
- **Private Sessions:** For those seeking personalized attention and guidance, we offer private yoga and SUP sessions tailored to individual needs and goals. Our experienced instructors work closely with clients to develop customized yoga sequences and practices designed to address specific stress-related issues and promote overall wellness.
- **Reiki and Massage:** We also offer holistic healing through both Reiki and massage therapy. These services are designed to complement your yoga practice and promote deep relaxation and stress relief. Whether you're seeking to balance your energy with Reiki or soothe your muscles with a personalized massage, our private studio on Waterford Lake provides the perfect sanctuary for your wellness journey.

### **Market Overview and Competitive Analysis**

**Competitive Landscape:** With no immediate competitors offering SUP and SUP yoga within Lindenhurst and the surrounding towns, Nepenthe Yoga has the advantage of being a pioneer in the region. The limited options available in Wauconda and Chicago are more distant, creating an opportunity for Nepenthe Yoga to become the go-to provider in Lake County.

**Geographical Advantage:** Nepenthe Yoga is strategically located in Lake County, Illinois, home to over 170 lakes and waterways, providing a natural setting for stand-up paddleboarding (SUP) and SUP yoga. The proximity to these water bodies offers numerous locations to conduct outdoor classes, appealing to locals and tourists seeking fitness and wellness experiences that connect with nature. Being based in Lindenhurst, IL, Nepenthe Yoga will serve as a central hub, accessible to surrounding communities such as Lake Villa, Grayslake, and Antioch.

**Growth Potential:** The rise in wellness tourism, along with the increasing popularity of outdoor fitness activities, provides a favorable environment for growth. By offering flexible locations, Nepenthe Yoga can cater to different communities within Lake County, expanding its reach. Seasonal offerings like summer SUP yoga retreats or specialized workshops can attract both local residents and tourists.

Nepenthe Yoga's mission of stress reduction through nature-based practices aligns perfectly with the growing demand for holistic and wellness-focused services. Additionally, leveraging the diverse lake options for mobile SUP yoga sessions can attract customers looking for a variety of scenic, outdoor yoga experiences.

According to market research, the yoga market experienced significant growth in recent years, reaching \$115.43 billion USD in 2023, with projections indicating a compound annual growth rate (CAGR) of 9% between 2024 and 2032. This growth is fueled by increasing awareness of the health benefits of yoga and its effectiveness in alleviating stress, enhancing physical fitness, and improving overall well-being.

## **Yoga:**

Key insights into the yoga market include:

- **Growing Popularity:** In 2022, 38.4 million Americans practiced yoga, reflecting a widespread adoption of yoga as a mainstream wellness practice.
- **Stress Relief:** A significant portion of yoga practitioners (51%) cited stress relief as their primary motivation for starting yoga, underscoring the demand for stress-relief solutions in today's fast-paced society.
- **Medical Endorsement:** Nearly half (49%) of yoga practitioners have been recommended yoga by a medical professional, highlighting the recognition of yoga as a complementary therapy for managing various health conditions.

While Lindenhurst and Lake Villa currently lack a dedicated yoga studio, neighboring communities such as Gurnee and Antioch have established yoga studios that may pose

competition to Nepenthe Yoga. Understanding the strengths and weaknesses of these competitors is essential for Nepenthe Yoga to differentiate itself and capture market share effectively.

- **Gurnee and Antioch Studios:** Existing yoga studios in neighboring communities may attract Lindenhurst residents who are willing to travel for yoga classes. These studios may offer a diverse range of yoga styles, experienced instructors, and established community connections.
- **Differentiation:** Nepenthe Yoga can differentiate itself by focusing on its unique value proposition, such as specialized classes tailored to stress relief, personalized attention for individuals of all levels, and a serene outdoors environment. Additionally, Nepenthe Yoga can leverage its SUP classes and SUP yoga classes as a means of its unique identifier.

By capitalizing on the growing demand for yoga and offering a distinctive experience tailored to the needs of Lindenhurst residents, Nepenthe Yoga can position itself as a leading provider of holistic wellness services in the community. Through strategic marketing, exceptional customer service, and a commitment to fostering a supportive and inclusive community, Nepenthe Yoga can thrive in the competitive landscape of the yoga market.

## **SUP:**

The paddleboard market has witnessed substantial growth over recent years, reflecting the increasing popularity of water-based recreational activities. In 2021, the market was valued at \$1.44 billion. By 2022, it grew to \$1.52 billion, indicating a steady upward trajectory. Projections indicate that this growth trend will continue, with the market forecasted to reach \$2.39 billion by 2030, boasting a remarkable Compound Annual Growth Rate (CAGR) of 9.6%.

Stand-up paddleboarding has emerged as a versatile sport that appeals to a diverse demographic. Its accessibility transcends age and fitness levels, making it an inclusive activity enjoyed by families, fitness enthusiasts, and outdoor adventurers alike. Additionally, the low-impact nature of paddleboarding resonates strongly with environmentally conscious consumers, further driving its appeal.

**Current Market Gap:** Currently, there are few options for SUP or SUP yoga in Lake County. The closest offerings are located in Wauconda, IL, at Bangs Lake, and further out in Chicago. This leaves a significant opportunity to fill a market gap by providing

these classes in Lindenhurst and Lake Villa, and other local lakes. Given the demand for outdoor activities and wellness experiences, Nepenthe Yoga can meet the needs of an underserved market.

#### Competitive Analysis:

- **Unique Theme:** Our Nature themed approach sets us apart from traditional paddle boarding companies, offering a one-of-a-kind experience.
- **Expert Instruction:** The owner being a certified instructor combines technical expertise with a passion for teaching, ensuring safe and enjoyable experiences for all participants.
- **Beautiful Locations:** We carefully select picturesque waterways for our classes, allowing participants to immerse themselves in stunning natural environments that enhance the overall experience.

At Nepenthe Yoga, we believe in the transformative power of nature, movement, and imagination. Join us on a journey of discovery, adventure, and joy as we paddle, float, and flow together on the waters of possibility.

#### Staffing

##### **Initial Staffing:**

- **Owner/Lead Instructor:** Initially, the owner will be responsible for leading yoga classes alongside one independent contractor. The owner will oversee class schedules, curriculum development, and studio operations.
- **Independent Contractor:** One independent contractor will assist the owner in teaching yoga classes, providing support during studio hours, and contributing to the overall success of Nepenthe Yoga.

##### **Expansion Plans:**

- **Additional Independent Contractors:** As Nepenthe Yoga grows and class demand increases, the owner will recruit additional independent contractors to join the team. These contractors will be hired at a rate of \$30 per class.

#### Software

- **Wellness Living:** we chose to use WellnessLiving for booking classes and managing client communications because of its affordability and exceptional support. As a platform designed specifically for fitness and wellness businesses,



WellnessLiving has earned a great reputation for understanding the unique needs of the industry. It simplifies scheduling for both the owner and her clients, ensuring a seamless experience from booking to receiving class updates. The platform's comprehensive features allow her to stay connected with clients, enabling her to focus on providing quality services while minimizing administrative tasks.

## **Pricing and Retention**

### **Pricing Structure:**

#### **Appointments:**

- Private Yoga \$40: Experience the ultimate in personalized wellness with a private yoga session at Nepenthe Yoga. Set in our tranquil studio overlooking Waterford Lake, or on our spacious outdoor deck, each session is tailored to your individual needs and goals. Whether you're seeking to deepen your practice, improve flexibility, or find inner peace, our serene environment and expert guidance will help you achieve your wellness objectives in a peaceful and supportive setting. 1-3 people per session.
- Private SUP \$100-\$300: Immerse yourself in tranquility with a private Stand-Up Paddleboard (SUP) Yoga session at Nepenthe Yoga. Begin with personalized instruction to master the basics of paddle boarding, ensuring you feel confident and comfortable on the water. Then, flow into a unique yoga session atop your paddleboard, harmonizing movement and breath amidst the soothing sounds of the lake. This session offers a perfect blend of adventure and serenity, tailored to your individual needs and skill level. 1-3 people per session.
- Reiki \$130: Experience profound relaxation and healing with a Reiki session. Set in our serene studio overlooking Waterford Lake, each session is designed to balance your energy and promote holistic well-being. Our skilled practitioner will guide you through this gentle, hands-on healing technique, helping to alleviate stress, reduce pain, and enhance your overall sense of peace and vitality. Reconnect with your inner calm in this tranquil and supportive environment.
- 1 hour Deep Tissue Massage \$80: A one-hour deep tissue massage is a therapeutic treatment focused on relieving muscle tension and pain. It employs slow, deliberate strokes and deep pressure to target layers of muscle and connective tissue. Being a therapeutic modality, expect to

have focused work on certain areas rather than full body. This type of massage can improve circulation, enhance flexibility, and reduce stress levels. Ideal for those recovering from injuries or seeking relief from chronic discomfort, it promotes overall relaxation and well-being. Clients often leave feeling rejuvenated and more in tune with their bodies.

#### Classes:

- Basic SUP \$35: Dive into the basics of stand-up paddling with our introductory class at Nepenthe Yoga. This 90 min session covers essential techniques, balance, and paddle strokes to get you confidently gliding across the water. Perfect for beginners, our expert instruction ensures a safe and enjoyable experience, allowing you to embrace this fun and invigorating activity in a supportive and picturesque environment
- Open Air Yoga \$10: Join Nepenthe Yoga for an invigorating hour-long open-air yoga session in the picturesque Lake County Forest Preserves. Surrounded by the beauty of nature, these outdoor classes offer a perfect blend of fresh air, natural serenity, and mindful movement. Each session is designed to help you connect deeply with both your inner self and the peaceful environment, promoting significant stress relief and enhancing your overall well-being. Experience the rejuvenating power of nature as you find balance, peace, and relaxation in this unique and refreshing setting.
- SUP Yoga \$35: Experience the ultimate stress relief with our SUP Yoga class at Nepenthe Yoga. This unique 90 min session combines the calming effects of yoga with the gentle movement of stand-up paddling. Our expert instructors guide you through a series of poses designed to enhance balance, flexibility, and inner peace, all while floating serenely on your paddleboard. Embrace the soothing sounds of the lake and the refreshing outdoor environment as you release stress and find harmony in this peaceful and rejuvenating practice.
- Virtual Yoga- Unravel Series- \$15: Unwind and de-stress with a 30-minute virtual yoga session designed to melt away tension and restore balance. Join us from the comfort of your home as we guide you through calming poses and mindful breathing techniques aimed at relieving stress and enhancing relaxation. This class is perfect for those looking to find tranquility and reconnect with themselves amidst their busy schedules. Embrace a moment of peace and rejuvenation, right from your screen.

#### **Age Limits for SUP:**

Anyone 16 years or younger must be accompanied by an adult. Everyone 18 years or younger, must have an adult present to sign their waiver. There is no age limit to the yoga classes as long as the child can stay quiet and respectful to the other students. If any children become a safety issue or are disruptive to the rest of the class, you may be asked to paddle back in.

Nepenthe Yoga implements clear and fair retention policies, such as a 24-hour cancellation notice requirement for class reservations. This ensures that class spaces are efficiently utilized and allows sufficient time for waitlisted clients to attend.

### **Retention Plan:**

#### **Exceptional Class Experience:**

- Nepenthe Yoga prioritizes delivering exceptional yoga experiences in every class, with skilled instructors, welcoming environments, and carefully curated class offerings to meet the diverse needs of clients.

#### **Communication and Engagement:**

- Nepenthe Yoga maintains regular communication with clients through email newsletters, social media updates, and personalized messages to keep them informed about class schedules, special offers, and studio events.

#### **Incentive Programs:**

- Nepenthe Yoga offers incentive programs to reward client loyalty and encourage regular attendance. This may include referral bonuses, loyalty points, or discounts for clients who consistently attend classes.

#### **Feedback and Adaptation:**

- Nepenthe Yoga actively solicits feedback from clients through surveys, suggestion boxes, and one-on-one conversations to understand their needs, preferences, and satisfaction levels. This feedback informs strategic decisions and adjustments to enhance the client experience and retention rates.

### **Marketing and Sales**

Nepenthe Yoga embraces a distinctive brand identity that reflects its commitment to holistic wellness and natural tranquility. The owner, leveraging their artistic expertise, will design a captivating logo for Nepenthe Yoga, incorporating the colors of teal, green, and gold to evoke a sense of serenity, vitality, and abundance. As a nod to the studio's namesake, Nepenthe, which is a type of plant, the atmosphere will be adorned with lush

greenery and live plants, creating an inviting and rejuvenating environment for clients to immerse themselves in their yoga practice.

## **Marketing Strategies:**

### **Online Presence:**

- Nepenthe Yoga will establish a strong online presence through a professional website, social media platforms (such as Instagram, Facebook, and Youtube), and online directories. The website will serve as a central hub for clients to access information about class schedules, instructor profiles, pricing options, and studio amenities. Social media platforms will be utilized to share engaging content, yoga tips, client testimonials, and updates about studio events and promotions.

### **Local Partnerships and Community Engagement:**

- Nepenthe Yoga will forge partnerships with local businesses, wellness practitioners, and community organizations to expand its reach and engage with the local community. Collaborative events, workshops, and cross-promotional opportunities will be explored to attract new clients and foster a sense of belonging within the community.

### **Content Marketing and Blogging:**

- Nepenthe Yoga will produce high-quality content, such as blog posts with our blog: Ink and OM, articles, and videos, focused on yoga, mindfulness, wellness tips, and holistic living. This content will not only educate and inspire current and prospective clients but also improve search engine visibility and drive organic traffic to the website.

### **Email Marketing Campaigns:**

- Nepenthe Yoga will implement targeted email marketing campaigns to nurture client relationships, promote upcoming classes and events, and share exclusive offers and discounts. Personalized emails, newsletters, and automated drip campaigns will be utilized to segment audiences based on interests, preferences, and engagement levels.

## **Sales Strategies:**

### **Introductory Offers and Packages:**

- Nepenthe Yoga will attract new clients with enticing introductory offers, such as discounted drop-in rates for first-time visitors or special promotions on class packages. These introductory offers provide an

opportunity for clients to experience the studio firsthand and encourage them to commit to regular attendance.

#### **Referral Program:**

- Nepenthe Yoga will implement a referral program to incentivize existing clients to refer their friends, family members, and colleagues to the studio. Referrers may receive rewards, such as free merchandise or exclusive access to special events for each successful referral they bring in.

#### **Upselling and Retail Opportunities:**

- Nepenthe Yoga will leverage upselling opportunities by offering retail products, such as yoga mats, SUP Boards, props, apparel, and wellness accessories, in-studio and online. Instructors will educate clients about the benefits of these products and encourage them to make purchases to enhance their yoga practice and overall well-being.

By implementing a comprehensive marketing and sales strategy that emphasizes brand authenticity, community engagement, and client-centric offerings, Nepenthe Yoga aims to attract and retain a loyal clientele while establishing itself as a trusted destination for holistic wellness and yoga in the local community.

### **Key Performance Indicators and Future Vision**

#### **Success Measurements:**

- **Client Retention Rate:** Measure the percentage of clients who continue to attend classes at Nepenthe Yoga over time. A high client retention rate indicates satisfaction with the studio's offerings, services, and overall experience.
- **Attendance and Class Utilization:** Monitor class attendance and utilization rates to ensure optimal utilization of studio space and resources. Analyze trends in class attendance to identify peak hours, popular class types, and opportunities for schedule optimization.
- **Customer Satisfaction Surveys:** Conduct regular customer satisfaction surveys to gather feedback from clients about their experiences at Nepenthe Yoga. Measure satisfaction levels across various aspects, including class quality, instructor effectiveness, studio ambiance, and customer service.
- **Referral Rate:** Track the percentage of new clients who are referred to Nepenthe Yoga by existing clients. A high referral rate indicates positive word-of-mouth marketing and strong advocacy among clients.
- **Online Reviews and Ratings:** Monitor online reviews and ratings on platforms such as Google, Yelp, and social media to gauge public perception and reputation.

of Nepenthe Yoga. Encourage satisfied clients to leave positive reviews and address any negative feedback promptly and constructively.

- **Revenue and Profitability:** Track revenue and profitability metrics, including total sales, average revenue per client, and profit margins. Set revenue targets and analyze financial performance regularly to ensure sustainability and profitability of the business.
- **Community Engagement:** Measure the level of engagement and participation in community events, workshops, and partnerships organized by Nepenthe Yoga. Monitor attendance, feedback, and overall impact to assess the effectiveness of community engagement initiatives.
- **Employee Satisfaction and Retention:** Survey staff members periodically to assess job satisfaction, morale, and retention rates. Address any concerns or issues promptly to maintain a positive work environment and retain talented employees.
- **Growth and Expansion:** Set growth targets for Nepenthe Yoga, such as opening additional locations, expanding class offerings, or reaching new market segments. Monitor progress towards these targets and adjust strategies as needed to drive sustainable growth and expansion.

By measuring these key performance indicators (KPIs) regularly and adapting strategies based on insights gained, Nepenthe Yoga can evaluate its progress, identify areas for improvement, and ensure long-term success and sustainability in the competitive yoga market.

### **Future Vision:**

As Nepenthe Yoga continues to evolve and grow, our future vision encompasses a commitment to nurturing a thriving community of wellness seekers, fostering holistic transformation, and expanding our impact beyond the studio walls. Here's an outline of our future aspirations:

- **Expansion and Accessibility:** We envision expanding Nepenthe Yoga's footprint to reach a broader audience and serve diverse communities. This may include opening additional studio locations in neighboring cities or suburbs, as well as exploring opportunities for virtual classes and online offerings to make yoga accessible to individuals worldwide.
- **Diverse Class Offerings:** Building on our foundation of traditional yoga practices, we aim to diversify our class offerings to cater to a wide range of interests,

abilities, and wellness goals. This may include specialized classes such as prenatal yoga, yoga for seniors, yoga therapy, and advanced-level workshops, ensuring that every individual finds a practice that resonates with their unique needs.

- **Wellness Collaborations:** We aspire to forge meaningful partnerships with local wellness practitioners, holistic healers, and healthcare professionals to create integrated wellness programs and collaborative events. By combining the wisdom of yoga with complementary modalities such as meditation, nutrition, Reiki, acupuncture, and massage therapy, we can offer comprehensive wellness solutions that empower individuals to thrive in mind, body, and spirit.
- **Community Outreach and Service:** Nepenthe Yoga is committed to giving back to the community and making a positive impact beyond our studio walls. We envision partnering with local schools, community centers, and nonprofit organizations to offer yoga programs for underserved populations, such as at-risk youth, veterans, seniors, and individuals with disabilities. Through community outreach initiatives, volunteer work, and charitable partnerships, we aim to spread the benefits of yoga and wellness to those who need it most.
- **Sustainable Practices:** We are dedicated to fostering a culture of sustainability and environmental stewardship at Nepenthe Yoga. Our future vision includes implementing eco-friendly practices such as using sustainable materials in our studio construction and retail offerings, reducing waste through recycling and composting initiatives, and supporting ethical and fair-trade suppliers. By prioritizing sustainability, we aim to minimize our ecological footprint and contribute to the well-being of the planet.

### **About the Owner:**

Jeannie Christofalos, also known as Jeannie Beans, is a multi-talented creative entrepreneur dedicated to helping others live with awareness, creativity, and purpose. As a tattoo artist, or "tattoo therapist," Jeannie uses her skills to create meaningful and transformative body art that honors each individual's unique journey. She is also a certified yoga teacher, Reiki practitioner, and Licensed Massage Therapist, offering her healing hands since 2018.

Jeannie's passion for holistic wellness extends to the water, where she is a certified SUP (Stand-Up Paddleboard) instructor, SUP yoga instructor, and PADI certified mermaid. Her love for the outdoors and the healing power of water shines through in her classes, which blend movement, mindfulness, and the natural world.

Beyond her physical and spiritual healing practices, Jeannie runs Behind the Bangs Productions, where she hosts her own podcasts. Through all her endeavors, Jeannie aims to inspire others to connect with their inner wisdom, explore the spiritual aspects of life, and live a life filled with purpose and meaning.



RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION  
OF AN INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE VILLAGE OF LAKE VILLA AND THE  
SOLID WASTE AGENCY OF LAKE COUNTY, ILLINOIS REGARDING  
THE VILLAGE OF LAKE VILLA HOSTING AND MAINTAINING A SITE  
TO COLLECT CLOTHING AND TEXTILES

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 provides for intergovernmental cooperation between units of local government, including the power to contract or otherwise associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or by ordinance and to use their credit, revenues, and other resources to pay costs related to intergovernmental activities, and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., further authorizes such intergovernmental cooperation; and

WHEREAS, the Solid Waste Agency of Lake County, Illinois (“Swalco”) is a municipal corporation and public body politic created by Intergovernmental Agreement pursuant to Section 3.2 of the Intergovernmental Cooperation Act (5 ILCS 220/3.2) and Article VII, Section 10 of the 1970 Constitution of the State of Illinois; and

WHEREAS, the Village of Lake Villa, Lake County, Illinois (“Village”) is an Illinois municipal corporation and a member of Swalco; and

WHEREAS, Swalco operates a community-wide clothing and textile collection program (the “Program” or the “closing and textile collection program”) and has entered into an agreement with Chicago Textile and Recycling, a Division of Wipeco, Inc. for services in connection with such clothing and textile collection program; and

WHEREAS, there has been presented to the Village a certain “Intergovernmental Agreement by and Between the Village of Lake Villa, Illinois and the Solid Waste Agency of Lake County, Illinois Regarding the Village of Lake Villa Hosting and Maintaining a Site to Collect Clothing and Textiles” (the “Intergovernmental Agreement”) and a related “Swalco Textile Bin Collection Program – Site Authorization” (the “Site Authorization Form”), a copy of each of which is attached hereto as Group Exhibit A; and

WHEREAS, the Corporate Authorities of the Village have determined that it is in the best interests of the Village and its residents to participate in the Program by hosting a collection location within the Village and to enter into and execute said Intergovernmental Agreement and Site Authorization Form, in substantially the forms attached hereto as Group Exhibit A:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Lake Villa, Lake County, Illinois, as follows:

SECTION 1: The Corporate Authorities find the facts as set forth in the preamble of this Resolution to be true and correct and hereby incorporate same into this Resolution by reference as fully as if set forth in full herein.

SECTION 2: The Corporate Authorities of the Village hereby approve the “Intergovernmental Agreement By and Between the Village of Lake Villa, Illinois and the Solid Waste Agency of Lake County, Illinois Regarding the Village of Lake Villa Hosting and Maintaining a Site to Collect Clothing and Textiles” (the “Intergovernmental Agreement”) and the related “Swalco Textile Bin Collection Program – Site Authorization” (the “Site Authorization Form”), in substantially the forms which are attached hereto as Group Exhibit A and thereby made a part hereof, and hereby authorize the Village Administrator to execute the Intergovernmental Agreement and the Site Authorization Form on behalf of the Village for the purposes as set forth therein.

SECTION 3: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Corporate Authorities on January 6<sup>th</sup>, 2025, on a roll call vote as follows:

AYES: Trustees

NAYS:

ABSENT:

ABSTAIN:

Approved by the Mayor on \_\_\_\_\_, 2025.

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James McDonald, Mayor  
Village of Lake Villa

ATTEST:

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Mary Konrad, Village Clerk  
Village of Lake Villa

GROUP EXHIBIT A

- (1) INTERGOVERNMENTAL AGREEMENT BETWEEN LAKE VILLA COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 41 AND THE VILLAGE OF LAKE VILLA FOR POLICE TRAINING
  
- (2) SWALCO TEXTILE BIN COLLECTION PROGRAM – SITE AUTHORIZATION FORM

**INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE  
VILLAGE OF LAKE VILLA, ILLINOIS AND THE SOLID WASTE AGENCY OF  
LAKE COUNTY, ILLINOIS REGARDING THE VILLAGE OF LAKE VILLA  
HOSTING AND MAINTAINING A SITE TO COLLECT CLOTHING AND TEXTILES**

THIS AGREEMENT (“Agreement”) is entered this 15th day of January, 2025, by and between the Village of LAKE VILLA, Illinois (“VILLAGE”) and the Solid Waste Agency of Lake County, Illinois (“AGENCY”).

WITNESSETH:

WHEREAS, the VILLAGE is a unit of local government organized and existing under the laws of the State of Illinois; and

WHEREAS, the AGENCY is a municipal corporation and public body politic and corporate of the State of Illinois which was created by Intergovernmental Agreement pursuant to Section 3.2 of the Intergovernmental Cooperation Act, 5 ILCS 220/3.2 and Article VII, Section 10 of the 1970 Constitution of the State of Illinois; and

WHEREAS, one of the purposes of the AGENCY is to implement the Lake County Solid Waste Management Plan (“PLAN”) as adopted by the Lake County Board on September 12, 1989 and amended from time to time thereafter; and

WHEREAS, the VILLAGE is a member of the AGENCY and adopted an ordinance duly authorizing its membership in the AGENCY; and

WHEREAS, the AGENCY is authorized by the Intergovernmental Cooperation Act to plan, construct, reconstruct, acquire, own, lease, equip, extend, improve, manage, operate, maintain, repair, close and finance waste projects; and

WHEREAS, the AGENCY operates a community-wide clothing and textile collection program; and

WHEREAS, the AGENCY has entered into and maintains an agreement with Chicago Textile and Recycling, a Division of Wipeco, Inc., for services in connection with the Clothing & Textile Collection Program (“the Contractor”); and

WHEREAS the AGENCY and the VILLAGE want to expand the clothing and textile collection program to all LAKE VILLA residents; and others nearby, by adding a collection spot/s, and,

WHEREAS, the VILLAGE has indicated their desire to participate, promote and further the collection of clothing and textiles for reuse and recycling, by hosting a collection location/s; and

WHEREAS, the VILLAGE agrees to host and help maintain a site to collect clothing and textiles from LAKE VILLA residents and community.

NOW, THEREFORE, in consideration of the foregoing and of the mutual promises and obligations expressed herein and other good and valuable consideration, the sufficiency, adequacy, and receipt of which are hereby acknowledged, IT IS HEREBY AGREED by and between the parties as follows:

**SECTION 1. Incorporation of Recitals.** The parties agree that the recitals have been incorporated by reference into the rest of the Agreement as if fully set forth herein.

**SECTION 2. Definitions.**

- A. “Clothing and Textiles” means all acceptable clothing and textiles contained in the attached list contained in Exhibit I. The list of acceptable items shall not be modified without prior written notice from the AGENCY.
- B. “Contract” means a Contract entered into between the Agency and a contractor for the processing, recycling and repurposing of the collected materials. The agency currently has a contract with Chicago Textile Recycling, a Division of Wipeco, Inc.
- C. “Per Pound Credit” means the number calculated by multiplying the weight of the materials collected by the value of the material per pound accordance with the terms of the Contract.
- D. “Revenue Share or Member/Partner Portion of the Per Pound Credit” means an appropriation of one third (33.3 percent) of the total amount of the Per Pound Credit provided in accordance with the terms of the Contract.
- E. “Insurance” means the following:

Types of Insurance		Limits
General Liability	Each Occurrence	\$1,000,000
Commercial Liability	Damage to rented Premises	\$50,000 each occurrence
Per Occurrence	Medical Expenses	\$5,000 any one person
	Personal Injury	\$1,000,000
	General Aggregate	\$2,000,000
	Products –Comp/OP	\$2,000,000
	Professional	\$1,000,000

**SECTION 3. AGENCY Responsibilities:**

- A. Maintain the Contract with a contractor during the pendency of this contract or any extension thereto, providing for the processing, reuse/repurposing, and recycling of Clothing and Textiles collected.
- B. Provide for the pick-up of Clothing and Textiles collected from the VILLAGE and maintenance of the collection container via the contractor.
- C. Report to the VILLAGE on the volume of Clothing and Textiles collected through the VILLAGE as reported to the Agency by its Contractor.
- D. Provide a Member/Partner Portion of the Per Pound Credit to the VILLAGE based on materials collected at the VILLAGE host collection site/s. Prepare and deliver to the VILLAGE a check made payable to the VILLAGE for the Member/Partner Portion of Per Pound Credit, to be paid on an annual (or as needed) basis.
- E. Acquire and maintain Insurance for the VILLAGE host collection site throughout the term of this agreement.
- F. Provide technical advice, assistance and support to the VILLAGE concerning the collection of Clothing and Textiles.
- G. Help to promote the collection program and assist VILLAGE staff with advertising resources and information, including but not limited to listing on AGENCY website, newsletter articles, blurbs for websites or e-blasts, social media posts, statistics, and fun facts, etc.
- H. Indemnify, and hold harmless the VILLAGE, and their respective officers, employees, and agents from and against all liabilities, actions, damages, claims, demands, judgments, losses, costs, expenses, suits, or actions and reasonable attorneys' fees and defend the indemnified parties in any suit, including appeals, for personal injury to, or death of, any person or persons, or for loss or damage to property, including the execution and performance of this Agreement. Said indemnification shall be only for acts, occasioned by the AGENCY's employees, agents, independent contractors, including the Contractor officers, members or any other person or entity performing services on behalf of the AGENCY. The AGENCY is not, however, required to protect, indemnify, or hold harmless any indemnified party for loss or claim resulting from performance (or nonperformance) of the indemnified party's obligations or the negligence or willful misconduct of any indemnified party. The AGENCY's aforesaid indemnity is for the exclusive benefit of the indemnified parties and in no event shall such indemnity inure to the benefit of any third person.

**SECTION 4. VILLAGE Responsibilities:**

- A. Establish, operate, and maintain the VILLAGE host collection site to collect Clothing and Textiles.
- B. Provide thirty (30) days' notice to the AGENCY as to the location, operating hours and storage requirements for clothing and textiles.
- C. Advertise or otherwise inform and promote to the community as to the availability of the site to accept Clothing and Textiles.
- D. Provide the Agency and the Contractor no less than three-day notice, as to the need to have the Contractor provide a special pickup of Clothing and Textiles collected.
- E. Indemnify, and hold harmless the AGENCY, and its Members their respective officers, employees, and agents from and against all liabilities, actions, damages, claims, demands, judgments, losses, costs expenses, suits, or actions and reasonable attorney's fees and defend the indemnified parties in any suit including appeals, for personal injury to, or death of, any person or persons, or for loss or damage to property, including the execution and performance of this Agreement. Said indemnification shall be only for acts, occasioned by the VILLAGE employees, agents, independent contractors, officers, members or any person or entity performing services on behalf of the VILLAGE. The VILLAGE is not, however, required to protect, indemnify, or hold harmless any indemnified party for loss or claim resulting from performance (or nonperformance) of the indemnified party's obligations or the negligence or willful misconduct of any indemnified party. The VILLAGE's aforesaid indemnity is for the exclusive benefit of the indemnified parties and in no event, shall such indemnity inure to the benefit of any third person. The VILLAGE in no way takes or claims ownership or accepts liability for the materials accepted, transported, and delivered to/at the host site or transported and delivered to the Contractor, processed, or disposed of by the Contractor.

**SECTION 5. Term.** The term of this Agreement shall begin upon the execution of this Agreement and shall remain in full force and effect for a period of two (2) years, as long as the AGENCY maintains its Contract with Chicago Textile Recycling, a Division of Wipeco, Inc., or other similar agreement with another contractor for the processing, recycling and repurposing of Clothing and Textiles. This Agreement shall be automatically extended for two-year period(s) unless either Party has terminated this Agreement. This Agreement may be terminated by thirty (30) days written notice by either party.

**SECTION 6. Entire Agreement.** This Agreement contains the entire understanding of the parties with respect to the subject matter hereof and all prior or contemporaneous

agreements, understanding, representations and statements, oral or written, are merged herein. This Agreement may be modified only by written instrument executed by the parties.

**SECTION 7.** Waiver. No consent or waiver, express or implied, as to any provisions of this Agreement shall constitute a consent or waiver of any other provisions, whether similar or dissimilar, of this Agreement.

**SECTION 8.** Captions. The captions of this Agreement are inserted for convenience of reference only, and do not define, describe, or limit the scope or intent of this Agreement.



**SECTION 9. Notices.** Notices to the parties shall be in writing and delivered by personal service or by U.S. certified or registered mail, postage prepaid, to the parties at the following addresses:

**If to the Agency:** Executive Director, and Programs & Education Director,  
Solid Waste Agency of Lake County  
1311 North Estes Street  
Gurnee, IL 60031  
Fax Number (847) 336-9374

Chairman, Solid Waste Agency of Lake County  
(Same Address)

**If to the Village of LAKE VILLA:**  
Administrator or Other  
Village of Lake Villa  
65 Cedar Avenue  
Lake Villa, IL 60046

Either party may change the address for notices to such party by written notice to the other. Notice given by personal service shall be effective upon the date delivered, if delivered, or the date of attempted delivery, if refused. Notice given by mail shall be effective on the third business day after posting.

IN WITNESS WHEREOF, the parties have executed this Agreement pursuant to the ordinances or resolutions adopted by the relevant authorities of the respective parties.

**SOLID WASTE AGENCY OF  
LAKE COUNTY, ILLINOIS**

**VILLAGE OF LAKE VILLA**

By \_\_\_\_\_  
Chairman of the Board of Directors

By \_\_\_\_\_  
Administrator/Mayor/Staff

Attest:

By \_\_\_\_\_  
Staff

By \_\_\_\_\_  
Staff

## EXHIBIT I.

### **Items Specifications**

#### **Clothing & Textile Collection Program**

Due to processing capabilities, and the capabilities of their associates, Chicago Textile Recycling, a Division of Wipeco, Inc. must limit collections based on the following requirements. This list may not be comprehensive. The program is full circle – new and gently used items will be reused and allow the program to accept worn, torn or stained items for recycling.

**Questions: Please contact SWALCO.**

#### **Packaging Specifications**

Ensure all items are clean, dry, and free of odors. Stained, worn, or torn Items will also be accepted. Hangers should be removed. Ensure all items are in sealed bags. Due to processing limitations, Chicago Textile Recycling, a Division of Wipeco, Inc. **CANNOT accept items of ANY KIND that are WET/ DIRTY/ ODOROUS/MOLDY or SEVERELY DAMAGED.**

#### **Clothing and Household Textiles**

##### **List of Acceptable Items:**

##### **Clothing Items**

Blouses	Coats	Dresses
Pants	Shirts	Socks
Swimsuits	Suits	Tuxedos
Sweaters	Undergarments	Ties
Socks	Jeans	Hats
Jackets	Scarves	Sweatshirts
Pet Clothing	Halloween Costumes	

##### **Household Textiles**

Bedspreads	Sheets	Blankets
Drapes	Sofa Covers	Quilts
Towels	Washcloths	Curtains
Comforters	Duvets	Table Linens

##### **List of Unacceptable Textile Items:**

Pillows	Sleeping Bags	Mattresses
Rugs	Carpet	Cushions
Foam Furniture	Foam Mats	
Vinyl Shower	Curtains	

#### **Purses/Belts/Accessories**

##### **List of Acceptable Items:**

Purses	Handbags	Hats
Backpacks	Duffell Bags	Tote bags
Belts	Scarves	

### **Soft Toys**

#### **List of Acceptable Items:**

Stuffed Animals                      All Plush Toys/Dolls

#### **List of Unacceptable Items:**

Hard Plastics Toys                  Wooden Toys  
Dolls

#### **Paired Shoes - collected separately via SWALCO's Reuse-A-Shoe program**

Please direct people to your community Reuse-A-Shoe program or contact SWALCO for information on this separate program to collect shoes. You may also direct residents to a nearby Reuse-A-Shoe drop-off site nearest you. There are numerous year-round sites around the region. Visit [Swalco.org](http://Swalco.org) for a complete list.

#### **List of Acceptable Items:**

Paired Shoes – All sizes, types, and brands of footwear, with exceptions below

#### **List of Unacceptable Footwear Items:**

Ice Skates                              Rollerblades  
Winter Boots

#### **Always Unacceptable Items**

Pillows and Cushions  
Rugs and Carpeting  
Mattresses  
Nylons  
Fabric Scraps  
Large Luggage  
Wet Items; Odorous or Moldy Items  
Dishes & Kitchen Supplies  
Tools, Lamps, Furniture & Appliances  
Blinds  
Wood  
Paper, including Wrapping Paper  
Office Supplies  
Games, Puzzles and Hard Toys  
Books  
Car Seats & Strollers  
Children's Items and toys (other than stuffed animals/plush toys)  
Figurines  
Glass, Metal and Plastic Items

# SWALCO TEXTILE BIN COLLECTION PROGRAM – SITE AUTHORIZATION

**BIN OWNER:**

Name: Wipeco, Inc. (CTR is a division of Wipeco, Inc.)  
 171 S. Gary Ave.  
 Carol Stream, IL 60188  
 Contact: Justin Woycke  
 Phone: (708) 544-7247  
 FAX: (708) 544-7248

**SITE HOST (LOCATION OF BIN):**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Contact: \_\_\_\_\_  
 Phone: \_\_\_\_\_

**PROPERTY OWNER/AUTHORIZED AGENT:**

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SWALCO CONTACT:**

Name: Merleanne Rampale  
 Programs and Education Director, SWALCO  
 Phone: (847) 377-4954

*By signing above, the property owner/authorized agent approved the placement of a clothing/textile collection bin on the premises per the specifications listed below.*

**EQUIPMENT (CLOTHING/TEXTILE COLLECTION CONTAINER) DESCRIPTION**

Item	Number	Description	Value
White Clothing/Textile Collection Bin	N/A	Approx. 4.25'x4.25'x7' White Bin	\$1,500.00



**LOCATION & DESCRIPTION - INCLUDING PHOTOS TO BE ATTACHED/SENT**

I have attached/enclosed 3-6 photos indicating the proposed location for the bin from different angles and distances to be approved by SWALCO & CTR Reps. (Please check box.)

**KEY:** There will be only 2 keys for each collection container. One for route driver one for site. Please let us know the specific location that your key will be kept and staff who will have access to it. **Important Note: Please do keep very close track and keep the key safe in the location you specify below as there is a cost to replacing the lock & key sets for us. if there is change in staff, please make sure they know the importance of the key location as well. Thank you.**

Key Location (be specific): \_\_\_\_\_

Staff with Access to Key & Phone Contacts: \_\_\_\_\_

The bin will be accessible 24/7 or

Other (Please note times and details if not 24/7 and any other notes/info) \_\_\_\_\_

**TERMS AND CONDITIONS**

- The BIN OWNER shall maintain the equipment at his own cost and expense. He shall keep the equipment in a good state of repair, normal wear and tear excepted.
- The BIN OWNER has the right to exchange the equipment listed above for equal equipment at any time.
- The SITE HOST shall not remove or move the equipment from the location listed above without prior written approval of the BIN OWNER.
- The equipment shall be delivered to SITE HOST and returned to BIN OWNER at the BIN OWNER's risk, cost, and expense.
- The SITE HOST shall allow BIN OWNER to enter SITE HOST's premises where the equipment is stored or used at all reasonable times to locate and inspect the state and condition of the equipment.
- The SITE HOST shall not pledge or encumber the equipment in any way. Both the BIN OWNER and the SITE HOST can terminate this agreement at any time with two weeks prior written notice to the other for any reason. SITE HOST should contact SWALCO to notify. OWNER agrees to pick-up the equipment within 10 business days of such termination.
- The BIN OWNER makes no warranty of any kind regarding the equipment, except that OWNER shall replace the equipment with identical or similar equipment if the equipment fails to operate in accordance with the manufacturer's specifications and operation instructions.
- These terms are accepted by the SITE HOST upon delivery of the terms to the SITE HOST or the agent or other representative of SITE HOST.



12/06/24

VILLAGE OF LAKE VILLA

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ORDINANCE NO. 2025-01-01

AN ORDINANCE AMENDING  
THE VILLAGE OF LAKE VILLA VILLAGE CODE

(RE: Section 5-4-9.1, "Water Meters")

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ADOPTED BY THE  
CORPORATE AUTHORITIES  
OF THE  
VILLAGE OF LAKE VILLA, ILLINOIS

THIS 6<sup>th</sup> DAY OF JANUARY, 2025

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Published in pamphlet form by the Corporate Authorities of the Village of Lake Villa, Lake County, Illinois, this 6<sup>th</sup> day of January, 2025

AN ORDINANCE AMENDING  
THE LAKE VILLA VILLAGE CODE

(RE: Section 5-4-9.1, “Water Meters”)

WHEREAS, the Corporate Authorities of the Village of Lake Villa (“Village”) desire to amend the Lake Villa Village Code relative to water meter specifications as set forth herein:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lake Villa, Lake County, Illinois, as follows:

SECTION 1: The Mayor and Board of Trustees hereby find that the recitals hereinabove set forth are true and correct and are incorporated into the text of this Ordinance as its findings to the same extent as if each such recital had been set forth herein in its entirety.

SECTION 2: Section 5-4-9.1, “Water Meters”, of Chapter 4, “Combined Waterworks and Sewer System Regulations”, of Title 5, “Public Properties and Utilities”, of the Lake Villa Village Code is hereby amended to read as follows (underlined text is added and interlined text is deleted):

“5-4-9.1: WATER METERS:

- A. New Construction And Major Remodeling: As to all new construction, all buildings serviced by the Village water system shall be equipped with an approved water meter. All existing nonmetered water services connected to the Village water system shall be metered as part of any major remodeling. Such meters will be supplied by the Village, and shall be properly installed by or at the expense of the permit holder in accordance with specifications approved by the Village. The meter shall be supplied with connections.
- B. Costs; Installation; Specifications: The owner and permit holder shall be jointly and severally responsible for the cost of all meter installation(s) and/or replacement(s) and accessories costs and shall reimburse the Village for all such costs. Such costs are subject to change periodically as determined by the Village Administrator. No accessories or equipment shall be installed within twelve inches (12") of either side or in front of the water meter. The water meter shall have a ball valve located within twelve inches (12") upstream and downstream of meter.
- C. Functionality: The owner and the permit holder shall be jointly and severally obligated to install the water meter so that it is fully functional and operational. This functionality

requirement includes the requirement that the meter, phone jack, meter interface unit ("MIU") or meter transceiver ("MXU") (phone jack not required), and the outside touchpad all be installed, operational, and be accessible to Village personnel. The Village will determine if an MIU or MXU will be installed. Village personnel shall make such inspection(s) as necessary to ensure that the meter is functioning and operational. The cost of the initial inspection is included in the fees paid by the owner. However, if the meter is not functional and operational at the time of the initial inspection, and should Village personnel thereafter find it necessary to make additional inspections to ensure that the meter is installed and functional, then the owner and permit holder shall be jointly and severally responsible for the cost of each additional inspection at the rate as specified from time to time in Section 1-18-1 of this Village Code for each such inspection."

SECTION 3: The Corporate Authorities of the Village intend that this Ordinance will be made part of the Village Code and that sections of this Ordinance can be renumbered or relettered and the word "Ordinance" can be changed to "Section", "Article", "Chapter", "Paragraph", or some other appropriate word or phrase to accomplish codification, and regardless of whether this Ordinance is ever codified, the Ordinance can be renumbered or relettered and typographical errors can be corrected with the authorization of the Village Attorney, or his or her designee.

SECTION 4: All parts of the Village of Lake Villa Village Code in conflict with the terms or provisions of this Ordinance shall be and the same are hereby amended or repealed to the extent of such conflict, and said Village Code and all other existing ordinances shall otherwise remain in full force and effect.

SECTION 5: This Ordinance shall not affect any punishment, discipline, infraction, or penalty or any action based on any other Ordinance of this Village incurred before the effective date of this Ordinance, nor any suit, prosecution or proceeding pending at the time of the effective date of this Ordinance, for an offense or violation committed or cause of action arising before this Ordinance, and said other ordinances as heretofore existing shall continue in full force and effect for said limited purpose.

SECTION 6: If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance or any part thereof is, for any reason, held to be unconstitutional or invalid or

ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance, or any part thereof. The Corporate Authorities hereby declare that they would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentence, clauses or phrases be declared unconstitutional, invalid or ineffective.

SECTION 7: This Ordinance shall be in full force and effect ten (10) days after its passage, approval, and publication as provided by law, but the sewer and water rates herein enacted shall be prospective or retroactive, as the case may be, to the respective effective dates of such rates as set forth in this Ordinance.

SECTION 8: The Village Clerk is hereby directed to publish this ordinance in pamphlet form.

Passed by the Corporate Authorities on January 6<sup>th</sup>, 2025, on a roll call vote as follows:

Trustees

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved by the Mayor on January 6<sup>th</sup>, 2025

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James McDonald, Mayor  
Village of Lake Villa

ATTEST:

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Mary Konrad, Village Clerk

Published in pamphlet form this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

VILLAGE OF LAKE VILLA

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ORDINANCE NO. 2025-01-02

AN ORDINANCE AUTHORIZING  
THE SALE OF SURPLUS PERSONAL PROPERTY  
OWNED BY THE VILLAGE OF LAKE VILLA

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ADOPTED BY THE  
CORPORATE AUTHORITIES  
OF THE  
VILLAGE OF LAKE VILLA, ILLINOIS  
THIS 6<sup>th</sup> DAY OF JANUARY, 2025

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Published in pamphlet form by the Corporate Authorities of the Village of Lake Villa, Lake County, Illinois, this 6<sup>th</sup> day of January, 2025



AN ORDINANCE AUTHORIZING  
THE SALE OF SURPLUS PERSONAL PROPERTY  
OWNED BY THE VILLAGE OF LAKE VILLA

WHEREAS, the Village of Lake Villa, Lake County, Illinois (“the Village”) is authorized by 65 ILCS 5/11-76-4 to sell, by various means, surplus personal property which has been determined by a simple majority vote of the Corporate Authorities of the Village to no longer be necessary or useful to the Village; and

WHEREAS, in the opinion of at least simple majority of the Corporate Authorities of the Village, it is no longer necessary, useful, or in the best interest of the Village to retain ownership of the surplus personal property hereinafter described; and

WHEREAS, it has been determined by the Mayor and Board of Trustees of the Village to sell said surplus personal property by an on-line auction service for government property or by a private negotiated sale, without advertising for bids:

NOW THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lake Villa, Lake County, Illinois, that:

SECTION 1: Pursuant to Chapter 65 ILCS 5/11-76-4 of the Illinois Municipal Code, the Corporate Authorities of the Village find that the following described items of personal property now owned by the Village are no longer necessary or useful to the Village, and the best interests of the Village will be served by the sale thereof, but such sale shall be at not less than the minimum sales prices specified, if any, as set forth below:

<u>DESCRIPTION OF PROPERTY</u>	<u>V.I.N. OR SERIAL NUMBER</u>	<u>MINIMUM SALES PRICE, IF ANY</u>	<u>METHOD(S) OF SALE</u>
2002 International 4900	1HTSDAANX2H501806	N/A	Auction - Online
PF5 Transmission Flush Machine	18498010117011	N/A	Auction - Online

All sales shall be pursuant to a Bill of Sale which indicates that the sales are “AS IS, EXCLUDING ANY WARRANTIES”.

SECTION 2: The Mayor, or his designee, is hereby authorized to direct the sale of the aforementioned personal property through one or more means as specified above as determined by the Mayor, or his designee, and is further authorized to take all steps necessary and/or appropriate to effectuate and implement such sales consistent with the terms and conditions of this Ordinance:

- A. The Mayor, or the Village Administrator, as his designee, are authorized and directed to sell each such item of surplus property by the means specified above.
- B. No bid or offer shall be accepted for the sale of an item of personal property which is less than the minimum required bid price, if any.
- C. Upon payment in full of the agreed price for each said item of personal property, the Mayor, or the Village Administrator, as his designee, is authorized to convey and transfer the title and ownership of said personal property to the purchaser.
- D. Payment in full of the purchase price shall be made directly to the Village by bank check or money order.

SECTION 3: If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance or any part thereof is, for any reason, held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance, or any part thereof. The Corporate Authorities hereby declare that they would have passed each section, subsection, subdivision,

paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional, invalid or ineffective.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage by at least simple majority of all the Corporate Authorities, and approval in the manner provided by law.

Passed by the Corporate Authorities on January 6<sup>th</sup>, 2025, on a roll call vote as follows:

Trustees

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved by the Mayor on January 6<sup>th</sup>, 2025

---

James McDonald, Mayor  
Village of Lake Villa

ATTEST:

---

Mary Konrad,  
Village Clerk

A RESOLUTION FOR PARTICIPATION IN THE STATE OF ILLINOIS FEDERAL  
SURPLUS PROPERTY PROGRAM

WHEREAS, the Village of Lake Villa has limited fiscal resources available for the procurement of heavy-duty construction equipment, vehicles, commodities, and other property; and

WHEREAS, the Village of Lake Villa agrees to the following terms and conditions: to use the surplus property only in the official program which it represents; and upon receipt, agrees to place the surplus property into use within one year; and it agrees that the property shall be used for a period of one year (certain items, eighteen months); that it agrees it will not sell, loan, trade or tear down the property without written consent from the State of Illinois; and

WHEREAS, the Village of Lake Villa understands that surplus property must be used in an authorized program and that personal use or non-use of surplus property is not allowed;

THEREFORE, BE IT RESOLVED the Village of Lake Villa Board of Trustees do hereby consent and decree that the Village of Lake Villa is authorized to participate in the State of Illinois Federal Surplus Property Program.

Passed by the Corporate Authorities on January 6, 2025, on a roll call vote as follows:

AYES: Trustees

NAYS:

ABSENT:

ABSTAIN:

Approved by the Mayor on January 6, 2025.

---

James McDonald, Mayor  
Village of Lake Villa

ATTEST:

---

Mary Konrad, Village Clerk  
Village of Lake Villa

GROUP EXHIBIT A

FEDERAL SURPLUS PROGRAM ENROLLMENT APPLICATION

FEDERAL SURPLUS PROPERTY PROGRAM ELIGIBILITY APPLICATION

Donee #:

Illinois State Agency for Surplus Property (ILSASP)

1924 South 10 1/2 Street, Springfield, IL 62703

[State point of contact, 217-782-9748, [thomas.whitehead@illinois.gov](mailto:thomas.whitehead@illinois.gov)]

Organization:

Physical Mail Address (Street Address, City, State and Zip-- No Post Office Box!):

Primary Contact:

Title:

Taxpayer/Employer Identification Number (TIN/EIN):

Phone w/Area Code:

Donee County:

Email:

Website:

Please choose one among the following (Public Agency, Nonprofit Organization, SEA, VSO, SBA, or VOSB) which best describes your entity:

**Public Agency or Nonprofit Organization:** These are tax supported entities or (primarily) educational/health nonprofit programs-- See below and Section 549(c)(3) of title 40, United States Code for a more expansive list. Such programs can acquire both civilian agency and DOD property. Property must be placed into use within 12 months and then used for a specific time period depending on the item type.

**Public Agency \***

**Purpose of your public agency:**

- Conservation
- Economic Development
- Public Education **G**
- Public Health **G**
- Parks & Recreation
- Public Safety
- Program for Older Americans
- Local, City County or State Government
- Public Airport
- Indian Tribe, Band, Group, Pueblo or Community Located on a State Reservation **I**
- Volunteer Fire/Rescue Squad **C**
- Public Purposes- Multiple services such as above **H**

**Nonprofit Organization \*\***

**Purpose of your nonprofit:**

- Medical Institution **B**
- Hospital **B**
- Clinic **B**
- Health Center **B**
- Outpatient Facility **B**
- Program for Older Americans **D**
- Provider of Assistance to Homeless **A**
- Provider of Assistance to Impoverished **A**
- School, College or University **B**
- School for Persons with Disabilities **B**
- Educational Institution **B**
- Child Care Center **B**
- Preschool **B**
- Adult Day Care Center **B**
- Educational Radio/TV Station **E**
- Museum **F**
- Library **B**
- Nursing Homes or Geriatric Centers **B**
- Alcohol/Drug Abuse Treatment Centers **B**

- \* All public agencies must provide **proof of public agency status.** \*\*\* All applicants must provide **proof of current full and part-time employees**
- \*\* All nonprofits must provide an **IRS 501(c) ruling.** State tax exempt forms are **not** acceptable.
- All public agencies and nonprofits must provide financial information-- basic budget information, funding sources, etc.
- A** Must provide letter from a public official certifying that those receiving services are **primarily** homeless or impoverished.
- B** Must provide evidence of either **licensing** (recognition or approval by appropriate State or local authority; **accreditation** (approved by a recognized regional, state, or national board); or **approval** (recognition and approval by State Department of Health or Education; or other appropriate authority). Must
- C** provide evidence of public funding and/or legislative authority; must also provide evidence of approval by proper government authority.
- D** Must provide evidence of funding under the Older Americans, Social Security, Economic Opportunity, or Community Services Block Grant Act.
- E** Must provide proof of Federal Communications Commission (FCC) licensing.
- F** Must sign attached museum access agreement.
- G** Public health and educational "institutions" must provide evidence of either **licensing** (recognition or approval by appropriate State or local authority); **accreditation** (approved by a recognized regional, state or national board); or **approval** (recognition and approval by State Department of Health or Education, or other appropriate authority).
- H** Please contact the SASP for instructions on whether it is best to submit a separate application for each public program managed.
- I** In some states like Alaska, this definition has been expanded. Contact your respective SASP for details.

**Note: All applicants whose eligibility is dependent on any type of licensing, accreditation, approval, or annual funding, must provide evidence of such upon expiration/renewal to ensure continuing eligibility.**

- Service Educational Activity (SEA):** These are programs of special interest to the Armed Services and DOD. See Section 549(d) of Title 40, USC. **SEAs include American National Red Cross, Boy/Girl Scouts, Little League Baseball, United Service Organization, Young Marines, and many others.** For a complete listing of SEAs, view DOD's 4160.21-M manual (Sections 6-4 through 6-22 and Attachment 6.1-1 & 2). SEAs can only acquire DOD property and **must provide proof of approval as an SEA.** All applicants must provide **proof of current full and part-time employees**
- Veteran Service Organization (VSO):** These are organizations recognized by the VA that provide services to veterans. **VSOs include the American Legion, AMVETS, Marine Corps League, Veterans of Foreign Wars, and many others.** For a complete listing, visit <https://www.va.gov/ogc/recognizedvsos.asp>. VSOs can acquire both civilian agency and DOD property. **VSOs are not required to be nonprofit to be eligible, but must provide proof of approval as a VSO and a written statement certifying that at least 33% of its members are veterans.** All applicants must provide **proof of current full and part-time employees.**
- Small Business Administration (SBA) Activity:** These are designated by SBA as 8a Business Development (BD) activities. SBAs can acquire both civilian agency and DOD property (except foreign surplus) and **must provide written verification (letter or email) of your status from SBA.** SASPs may verify 8a BD status at [https://web.sba.gov/dsbs/search/dsp\\_dsbs.cfm](https://web.sba.gov/dsbs/search/dsp_dsbs.cfm). All applicants must provide **proof of current full and part-time employees.**
- Veteran Owned Small Business (VOSB):** These are businesses certified by the SBA. VOSBs can acquire both civilian agency and DOD property. **VOSBs must provide a copy of the VETS First verification from the SBA/VA, as well as a copy of the Illinois VBP certification.**
- RISE Act Participants:** Reserved \*\*\* All applicants must provide **proof of current full and part-time employees**

**Note: If your organization was not listed above and you wish to further discuss, please contact the SASP at:**

[Thomas Whitehead, 217-782-9748, [thomas.whitehead@illinois.gov](mailto:thomas.whitehead@illinois.gov)]

**Program Narrative:** Applicants must provide a written description of program(s), at a minimum and as applicable, details such as population served, number of individuals served, hours of operation, number of full-time/part-time staff, staff qualifications, description of facilities, square footage, financial information-- basic budget information, funding sources, etc. Applicants may also include a program brochure or website. **\*\*\*Failure to provide this information will result in denial\*\*\***

**What services do you offer? Please include all as property allocations are based on those services.**

**What area(s) do you service and what is the population of the area that you service?**

**Who do you service in that population?**

**What are your hours of operation?**

**Number of employees (full and part time)?**

**What are the qualifications of your staff? (example: mechanic, engineer, administrative, marketing, CDL Driver, forklift operator, etc.)**

Describe your facilities (ex. office building, warehouse, home, commercial property, etc.)

Where will you store the equipment that you receive?

**If more space is needed, proceed to Page 5.**

**Authorized Representative Listing:** Applicants must provide a list of persons authorized to sign for the release of property on its behalf. Individuals listed on prior applications will be deleted. A valid driver's license or state issued photo identification may be required prior to entering state or federal facilities. **Those who sign below represent that they have read and understand all information contained in this application (including the fine print) and they will abide by the aforementioned agreements, certifications, assurances and statements.** Museum applicants acknowledge they understand and will abide by the Museum Access Agreement, the Certification & Agreement Statement and the Nondiscrimination Assurance Statement as well.

<b>Printed Name</b> <input type="text"/>	<b>Title</b> <input type="text"/>	<b>Phone Number (Include Area Code)</b> <input type="text"/>
<b>Email Address</b> <input type="text"/>	<b>Date (MM/DD/YYYY)</b> <input type="text"/>	<b>Signature</b> <input type="text"/>
<b>Printed Name</b> <input type="text"/>	<b>Title</b> <input type="text"/>	<b>Phone Number (Include Area Code)</b> <input type="text"/>
<b>Email Address</b> <input type="text"/>	<b>Date (MM/DD/YYYY)</b> <input type="text"/>	<b>Signature</b> <input type="text"/>
<b>Printed Name</b> <input type="text"/>	<b>Title</b> <input type="text"/>	<b>Phone Number (Include Area Code)</b> <input type="text"/>
<b>Email Address</b> <input type="text"/>	<b>Date (MM/DD/YYYY)</b> <input type="text"/>	<b>Signature</b> <input type="text"/>

**To include additional representatives, proceed to Page 5.**

**Museum Access Agreement (Museum Applicants only!):**

As part of the Federal Surplus Property Donation Program, "museums"-- pursuant to Section 23 of Public Law 114-287 and Federal Management Regulation (FMR) Part 102-37-- agree that from an operational standpoint toward fulfilling the museum's mission and function for the general public that the museum will:

**Accede to any request submitted for access during typical "business" hours, interpreted here to be approximately 9:00am to 4:00pm, Monday through Friday-- although a reasonable variation from these hours may be considered due to individual circumstances (e.g. location of museum requiring strict business hours that deviate from the aforementioned time parameter).**

<b>Print Name and Title of Head Authorized Museum Official</b>	<b>Date (DD/MM/YYYY)</b>	<b>Signature</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Property "Want" or "Needs" List:** Applicants must provide a listing of specific property items desired or the general categories of items desired:

**Certification & Agreement Statement (Including Conditions, Reservations and Restrictions):**

**TO BE INCLUDED ON THE STATE AGENCY FOR SURPLUS PROPERTY (SASP) ISSUE OR DISTRIBUTION DOCUMENT.**

**(a) THE DONEE CERTIFIES THAT:**

(1) It is a public agency, or a nonprofit institution or organization exempt from taxation under section 501 of the internal Revenue Code of 1954 within the meaning of section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended, and/or the regulations of the General Services Administration (GSA).

(2) If a public agency, the property is needed and will be used by the recipient for carrying out or promoting for the residents of a given political area and one or more public purposes, or, if a nonprofit, tax-exempt institution or organization, the property is needed for and will be used by the recipient for educational or public health purposes, including research for any such purpose, or for programs for older individuals. The property is not being acquired for any other use or purpose, or for sale or other distribution or for permanent use outside the State, except with prior written approval of the SASP.

(3) Funds are available to pay all costs and charges incident to donation, including but not limited to shipping fees, repairs, costs relating to making a donated item serviceable.

(4) This transaction shall be subject to the nondiscrimination regulations governing the donation of surplus property issued under title VI of the Civil Rights Act of 1964, Section 606 of title VI of the Federal Property and Administrative Services Act of 1949, as amended, section 504 of the Rehabilitation Act of 1973, as amended, title IX of the Education Amendments of 1972, as amended, and section 303 of the Age Discrimination Act of 1975.

**(b) THE DONEE AGREES TO THE FOLLOWING CONDITIONS:**

(1) All items of property shall be placed in use for the purpose(s) for which acquired within 1 year of receipt and shall be continued to be used for such purpose(s) for a minimum of 1 year from the date the property was placed in use. In the event the property is not placed in use, or continued in use, the donee shall immediately notify the SASP and, at the donee's expense, return such property to GSA or SASP, otherwise make the property available for transfer or other disposal by the SASP, provided the property is still usable as determined by the SASP.

(2) Such special handling or use limitations as are imposed by GSA on any item(s) of property listed hereon.

(3) In the event the property is not so used or handled as required by (b)(1) and (2), title and right to the possession of such property shall at the option of GSA revert to the United States of America and, upon demand, the donee shall release such property to such persons as GSA or its designee shall direct.

**(c) THE DONEE AGREES TO THE FOLLOWING CONDITIONS IMPOSED BY THE SASP, APPLICABLE TO ITEMS WITH A UNIT ACQUISITION COST OF \$5000 OR MORE AND PASSENGER MOTOR VEHICLES, REGARDLESS OF ACQUISITION COST, EXCEPT VESSELS 50 FEET OR MORE IN LENGTH AND AIRCRAFT, FOREIGN GIFTS, OR OTHER ITEMS OF PROPERTY REQUIRING SPECIAL HANDLING OR USE IN LIMITATIONS, REGARDLESS OF THE ACQUISITION COST OR PURPOSE FOR WHICH ACQUIRED:**

(1) The property shall be used only for the purpose(s) for which acquired, and for no other purpose(s).

(2) There shall be a period of restriction which will expire after such property has been used for the purposes(s) for which acquired for a period of 18 months from the date the property is placed in use.

(3) In the event the property is not used as required by c (1) and (2), and Federal restrictions (b)(1) and (b)(2) and (f) have expired, then title and right to the possession of such property shall at the option of the SASP revert to the SASP and the donee shall release such property to such persons as the SASP shall direct.

**(d) THE DONEE AGREES TO THE FOLLOWING TERMS, RESERVATIONS, AND RESTRICTIONS:**

(1) From the date it receives the property listed hereon and through the period(s) of time the conditions imposed by (b), (c), and (f), remain in effect, the donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently for use outside the State, without the prior approval of GSA under (b), (c), and (f), or the SASP under (c) and (f). The proceeds from any sale, trade, lease, loan, bailment, encumbrance, or other disposal of the property, when such action is authorized by GSA or by the SASP, shall be remitted promptly by the donee to GSA or the SASP, as the case may be. **NOTE: Independent Contractors, Subcontractors, etc., are not allowed to utilize the property. They are a separate business and therfor, would fall under a "loan", which is not allowed. Only employees may utilize the property.**

(2) In the event any of the property listed hereon is sold, traded, leased, loaned, bailed, cannibalized, encumbered, or otherwise disposed of by the donee from the date it receives the property through the period(s) of time the conditions imposed by (b), and (f) remain in effect, without the prior approval of GSA or the SASP, the donee, at the option of GSA or the SASP shall pay to GSA or the SASP, as the case may be, the proceeds of the disposal of the fair market value or the fair rental value of the property at the time of such disposal, as determined by GSA or the SASP.

(3) If at any time, from the date it receives the property through the period(s) of time the conditions imposed by (b), (c), and (f) remain in effect, any of the property listed hereon is no longer suitable, usable, or further needed by the donee for the purpose(s) for which acquired, the donee shall promptly notify the SASP, and shall, as directed by the SASP, return the property to the SASP, release the property to another donee, or another SASP, or to a department or agency of the United States, sell, or otherwise dispose of the property. The proceeds from any sale shall be remitted promptly by the donee to the U.S. Government.

(4) The donee shall make reports to the SASP on the use, condition, and location of the property listed hereon, and on other pertinent matters as may be required from time to time by the SASP. The SASP reserves the right to, at its discretion, conduct on-site, virtual, telephonic, written reviews of property acquired for use to ensure the donee is properly utilizing the property and following all applicable program rules.

(5) At the option of the SASP, the donee may abrogate the State conditions set forth in (c) and the State terms, reservations, and restrictions pertinent thereto in (d) by payment of an amount determined by the SASP in conjunction with GSA.

**(e) THE DONEE AGREES TO THE FOLLOWING CONDITIONS, APPLICABLE TO ALL ITEMS OF PROPERTY LISTED HEREON:**

(1) The property acquired by the donee is on an "as is, where is" basis, without warranty of any kind, and the Government of the United States of America, as well as the SASP will be held harmless from any or all debts, liabilities, costs, demands, suits, actions, or claims of any nature arising from or incident to the donation of the property, its use, or final disposition.

(2) Where a donee carries insurance against damages to or loss of property due to fire or other hazards and where loss of or damage to donated property with unexpired terms, conditions, reservations, or restrictions occurs, GSA or the SASP, as the case may be, will be entitled to reimbursement for the ~~amount~~ out of the insurance proceeds of an amount equal to the unamortized portion of the fair market value of the damaged or destroyed



**Certification & Agreement Statement (Including Conditions, Reservations and Restrictions):**

(f) **THE DONEE AGREES TO THE FOLLOWING ADDITIONAL SPECIAL TERMS AND CONDITIONS APPLICABLE TO THE DONATION OF AIRCRAFT AND VESSELS (50 FEET OR MORE IN LENGTH) HAVING AN ACQUISITION COST OF \$5,000 OR MORE, AND FOREIGN GIFTS OR OTHER ITEMS OF PROPERTY REQUIRING SPECIAL HANDLING OR USE LIMITATIONS, REGARDLESS OF THE ACQUISITION COST OR PURPOSE FOR WHICH ACQUIRED:**

(1) The donation shall be subject to the additional special terms, conditions, reservations, and restrictions set forth in the Conditional Transfer Document or other agreement executed by the authorized donee representative, as well as the conditions set forth in C, at a minimum.

**Sample Restriction Periods:\***

These are the general restriction periods for most types of property received. It is the applicant's responsibility to research, understand and comply with the specific restrictions placed upon each piece of property received.

Property must be placed into use within 12 months and used for a minimum compliance or restriction period of 12 months depending on the type of property. Special restrictions are applied to items with an original government unit acquisition cost of \$5,000 or more, passenger motor vehicles, NASA artifacts, noncombat aircraft and vessels over 50', noncombat flyable aircraft, combat aircraft and vessels 50' and greater, and firearms. See the SASP for specific restrictions and questions on all items acquired, including the following:

- Property with an original gov't unit acquisition cost of less than \$5,000 or more = 12 months
- Property with an original gov't unit acquisition cost of \$5,000 or more and passenger motor vehicles = 18 months
- NASA artifacts = 60 months & Perpetuity
- Noncombat Aircraft and Vessels 50' and greater = 60 months
- Combat Aircraft and Vessels over 50' = Perpetuity
- Firearms = Perpetuity

**Note: SEAs can only acquire DOD property and are only subject to a 12 month restriction period!  
SBA activities can acquire civilian agency and DOD property, but must use the property during its term of participation in the SBA program plus one year!**

**Nondiscrimination Assurance Statement:**

ASSURANCE AND COMPLIANCE WITH GSA REGULATIONS under Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Service Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, and Section 303 of the Age Discrimination Act of 1975.

Hereinafter called the "Donee", agrees that the program for or in connection with which any property is donated to the Donee will be conducted in compliance with, and the Donee will comply with and will provide services or benefits under said program to comply with all requirements imposed by or pursuant to the regulation of the General Service Administration (41 CFR 101.6-2, PR 101-8) issued under the provisions of Title VI of the Civil Rights Act of Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975. To the end that no person in the United States shall on the grounds of race, color, national origin, sex or age, or that no person with disabilities shall solely by reason of their disability, be excluded from participation in or be denied the benefits of, or be subject to discrimination under any program or activity for which the Donee receives Federal Assistance from the General Services Administration.

The Donee hereby gives assurance that it will immediately take any measure necessary to effectuate this agreement.

**Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions**

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) Have not within a 3-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by Governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
  - (d) Have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, state, or local) terminated for cause of default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall draw a line through the statement(s) above- (1)(a), (1)(b), (1)(c), (1)(d) for which the prospective applicant cannot certify and attach a detailed explanation to this application.

**My signature below represents that I have read and understand all of the information contained in this application (including the fine print). My signature below represents that I have accurately completed this form to the best of my ability and that my agency, organization, business and representatives will abide by the aforementioned agreements, certifications, assurances and statements.**

Print Name and Title of Applicant's Head Authorized Official	Date (DD/MM/YYYY)	Signature
<input type="text"/>	<input type="text"/>	<input type="text"/>

(Internal SASP Use Only)			
Print Name and Title of SASP Reviewing/Processing Official (Optional)	Date (DD/MM/YYYY)	Signature	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Print Name and Title of SASP Head Approving Official	Date (DD/MM/YYYY)	Signature	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Approved:	License/Accreditation/Approval Date:	Eligibility Expiration Date:	Notes
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Program Narrative (Continued):** Applicants must provide a written description of program(s), at a minimum and as applicable, details such as population served, number of individuals served, hours of operation, number of full-time/part-time staff, staff qualifications, description of facilities, square footage, financial information-- basic budget information, funding sources, etc. Applicants may substitute a program brochure or website reference provided it lists similar details.

**Authorized Representative Listing (Continued):** Applicants must provide a list of persons authorized to sign for the release of property on its behalf. Individuals listed on prior applications will be deleted. A valid driver's license or state issued photo identification may be required prior to entering state or federal facilities. **Those who sign below represent that they have read and understand all information contained in this application (including the fine print) and they will abide by the aforementioned agreements, certifications, assurances and statements.** Museum applicants acknowledge they understand and will abide by the Museum Access Agreement, the Certification & Agreement Statement and the Nondiscrimination Assurance Statement as well.

<b>Printed Name</b> <input style="width: 95%;" type="text"/>	<b>Title</b> <input style="width: 95%;" type="text"/>	<b>Phone Number (Include Area Code)</b> <input style="width: 95%;" type="text"/>
<b>Email Address</b> <input style="width: 95%;" type="text"/>	<b>Date (MM/DD/YYYY)</b> <input style="width: 95%;" type="text"/>	<b>Signature</b> <input style="width: 95%;" type="text"/>

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<b>Printed Name</b> <input style="width: 95%;" type="text"/>	<b>Title</b> <input style="width: 95%;" type="text"/>	<b>Phone Number (Include Area Code)</b> <input style="width: 95%;" type="text"/>
<b>Email Address</b> <input style="width: 95%;" type="text"/>	<b>Date (MM/DD/YYYY)</b> <input style="width: 95%;" type="text"/>	<b>Signature</b> <input style="width: 95%;" type="text"/>

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<b>Printed Name</b> <input style="width: 95%;" type="text"/>	<b>Title</b> <input style="width: 95%;" type="text"/>	<b>Phone Number (Include Area Code)</b> <input style="width: 95%;" type="text"/>
<b>Email Address</b> <input style="width: 95%;" type="text"/>	<b>Date (MM/DD/YYYY)</b> <input style="width: 95%;" type="text"/>	<b>Signature</b> <input style="width: 95%;" type="text"/>

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<b>Printed Name</b> <input style="width: 95%;" type="text"/>	<b>Title</b> <input style="width: 95%;" type="text"/>	<b>Phone Number (Include Area Code)</b> <input style="width: 95%;" type="text"/>
<b>Email Address</b> <input style="width: 95%;" type="text"/>	<b>Date (MM/DD/YYYY)</b> <input style="width: 95%;" type="text"/>	<b>Signature</b> <input style="width: 95%;" type="text"/>

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<b>Printed Name</b> <input style="width: 95%;" type="text"/>	<b>Title</b> <input style="width: 95%;" type="text"/>	<b>Phone Number (Include Area Code)</b> <input style="width: 95%;" type="text"/>
<b>Email Address</b> <input style="width: 95%;" type="text"/>	<b>Date (MM/DD/YYYY)</b> <input style="width: 95%;" type="text"/>	<b>Signature</b> <input style="width: 95%;" type="text"/>

**Property "Want" or "Needs" List (Continued):** Applicants must provide a listing of the specific property items desired or the general categories of items desired:



**Blue Cross Blue Shield of Illinois**

P.O. Box 660603  
Dallas, TX 75266-0603

PROFILE # 0000767646

ATTN: MICHAEL STRONG  
GROUP ADMIN

VILLAGE OF LAKE VILLA  
PO BOX 519  
LAKE VILLA IL 60046-0519

4532

About the Bill...

Each section of the bill will provide you with information to reflect the status of your Account's enrollment as of the date the billing was prepared. Additions, cancellations, terminations, adjustments, and other needed information will be clearly identified so that you can prepare your Account's payment for the forthcoming period with a minimum of time and effort.

How to Read the Bill...

The bill is divided into three sections:

- The Bill Summary,
- Subscriber Fees List,
- Rate and Exposure Tables

Also, included with your bill is a Payment Coupon.

Bill Summary:

The first line in the summary is the amount due from the previous bill. All activities such as payments and adjustments are individually listed. Charges included in the billing period are summarized by Current Subscriber Fees, which represent the fees calculated for the current bill period, and Subscriber Fee Adjustments, which represent adjustments to prior periods occurring since the last bill. The last line of the summary indicates the total amount due.

Subscriber Fees:

Each of your subscribers will be identified on this report. Columns will identify the appropriate Category, Product, Rate Tier, and Rate for each subscriber. In addition, an explanation is provided for any adjustments to the subscriber fee.

Rate Table:

The Rate Table will confirm the charged rates for the latest billing period by rate structure and product.

Exposure Table:

The Exposure table will summarize the number of members by product and rate structure relative to your account in effect at the end of this billing period. In addition, if the family unit is split between Non-Medicare and Medicare Primary, their counts will appear in the Split row. This will provide you with verification that all of your subscribers have been accounted for on the bill.

Payment Coupon:

When returned to us with your payment, the Payment Coupon will enable us to more quickly credit your account. Simply fill in the dollar amount of your payment and return the coupon with your check in the envelope provided, making sure our address shows through the window.

\* \* \* \* \*

**Online Bill Payment is here. It's easy to view and print your statements online.**

**Learn how to sign-up at [http://www.bcbsil.com/employer/safe\\_secure.htm](http://www.bcbsil.com/employer/safe_secure.htm)**

\* \* \* \* \*



**Blue Cross Blue Shield of Illinois**

A Division of Health Care Service Corporation, a Mutual Legal Reserve Company,  
an Independent Licensee of the Blue Cross Blue Shield Association.

Remittance Address:  
Blue Cross Blue Shield  
of Illinois  
P.O. Box 650615  
Dallas, TX 75265-0615

For All Billing Inquiries Call:  
800-414-7147

Account: 262165 - VILLAGE OF LAKE VILLA		
Profile: 0000767646 - ALL SUBSCRIBERS		4532
Bill Date: 12-17-2024	Payment Due Date: 01-01-2025	Page
Bill Period: 01-01-2025 to 02-01-2025		2

**BILL SUMMARY**

	Date	Activity	Total Due
<b>Previous Amount Billed</b>			<b>\$45,986.19</b>
<b>Payments</b>			
Online Bill Payment	12-02-2024	(45,986.19 )	
<b>Adjustments</b>			
NONE		.00	
<b>Total Payments and Adjustments</b>			<b>(\$45,986.19)</b>
<b>Remaining Balance</b>			<b>\$0.00</b>
<b>Charges</b>			
Current Charges		50,345.70	
Subscriber Fee Adjustments		.00	
<b>Total Fees</b>			<b>\$50,345.70</b>
<b>Total Amount Due</b>			<b>\$50,345.70</b>



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Bill Period: 01-01-2025 to 02-01-2025		3

**SUBSCRIBER FEES**

SUBSCRIBER	NAME	CAT	PRODUCT	TIER	CHANGE REASON	RETRO FEE ADJUST	CURRENT CHARGES	TOTAL CHARGES
000849491892	GESINSKI , ROBIN	0000	0007-PPO+	SUB	Rate Change 01/01/2025		1,300.86	1,300.86
000849396707	LINDBERG , ERIK A.	0000	0007-PPO+	SUB	Rate Change 01/01/2025		871.51	871.51
000832337812	MORALES , MICHAEL	0000	0007-PPO+	SUB	Rate Change 01/01/2025		646.25	646.25

<b>SUB TOTAL FOR BEN AGMT: 7 - G533PP0</b>							<b>2,818.62</b>	<b>2,818.62</b>
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**SUBSCRIBER FEES**

SUBSCRIBER	NAME	CAT	PRODUCT	TIER	CHANGE REASON	RETRO FEE ADJUST	CURRENT CHARGES	TOTAL CHARGES
000813183840	BECK , ZACHARY J.	0000	0008-BLUPRE	SUB	Rate Change 01/01/2025		473.53	473.53
000822707695	DVORAK , THOMAS Q.	0000	0008-BLUPRE	SUB	Rate Change 01/01/2025		473.53	473.53
000837542715	GARDINER , MICHAEL	0000	0008-BLUPRE	SUB	Rate Change 01/01/2025		911.11	911.11
000837542715	GARDINER , JEANNE	0000	0008-BLUPRE	SPS	Rate Change 01/01/2025		668.01	668.01
000837542715	GARDINER , LIA	0000	0008-BLUPRE	DEP	Rate Change 01/01/2025		408.57	408.57
000837542715	GARDINER , LOGAN	0000	0008-BLUPRE	DEP	Rate Change 01/01/2025		361.58	361.58
000837542715	GARDINER , MADISON	0000	0008-BLUPRE	DEP	Rate Change 01/01/2025		312.56	312.56
000832307468	GOMEZ , ESTEBAN	0000	0008-BLUPRE	SUB	Rate Change 01/01/2025		697.02	697.02
000832307468	GOMEZ , JENNIFER T.	0000	0008-BLUPRE	SPS	Rate Change 01/01/2025		697.02	697.02
000832307468	GOMEZ , MASON S.	0000	0008-BLUPRE	DEP	Rate Change 01/01/2025		350.96	350.96
000832307468	GOMEZ , MIA I.	0000	0008-BLUPRE	DEP	Rate Change 01/01/2025		312.56	312.56
000840888389	(* ) HEITMAN , GLEN P.	0000	0008-BLUPRE	SUB	Rate Change 01/01/2025		1,225.71	1,225.71
000840888389	HEITMAN , LORI	0000	0008-BLUPRE	SPS	Rate Change 01/01/2025		1,173.82	1,173.82
000835300500	WILLIAMS , CHRISTOPHER	0000	0008-BLUPRE	SUB	Rate Change 01/01/2025		1,063.51	1,063.51
000835300500	WILLIAMS , KARROL	0000	0008-BLUPRE	SPS	Rate Change 01/01/2025		911.11	911.11

<b>SUB TOTAL FOR BEN AGMT: 8 - P506PSN</b>							<b>10,040.60</b>	<b>10,040.60</b>
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**SUBSCRIBER FEES**

SUBSCRIBER	NAME	CAT	PRODUCT	TIER	CHANGE REASON	RETRO FEE ADJUST	CURRENT CHARGES	TOTAL CHARGES
000828442508	BAGHDASARIAN , JOHN	0000	0009-PPO+	SUB	Rate Change 01/01/2025		861.53	861.53
000848053985	BOWLES , JAMES P.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		1,102.19	1,102.19
000848053985	BOWLES , ANDREW J.	0000	0009-PPO+	DEP	Rate Change 01/01/2025		674.12	674.12

Tier Identifier  
M = Medicare  
P = Split Medicare

(\* ) = Subscriber or dependent is nearing age 65. Based on employee group size and actively-at-work status, Medicare primary premium rates and claim status may be applicable. Please contact us for more information.





**Blue Cross Blue Shield  
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**SUBSCRIBER FEES**

SUBSCRIBER	NAME	CAT	PRODUCT	TIER	CHANGE REASON	RETRO FEE ADJUST	CURRENT CHARGES	TOTAL CHARGES
000848053985	BOWLES , SAMUEL R.	0000	0009-PPO+	DEP	Rate Change 01/01/2025		615.47	615.47
000848490889	CALIENDO , ANTHONY J.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		1,754.73	1,754.73
000848490889	CALIENDO , VICTORIA	0000	0009-PPO+	DEP	Rate Change 01/01/2025		653.90	653.90
000848490889	CALIENDO , ANGELA	0000	0009-PPO+	DEP	Rate Change 01/01/2025		634.35	634.35
000848490889	CALIENDO , JOSEPHINE	0000	0009-PPO+	DEP	Rate Change 01/01/2025		615.47	615.47
000848490889	CALIENDO , CATHERINE	0000	0009-PPO+	DEP	Rate Change 01/01/2025		.00	.00
000849008682	COYNE , MATTHEW	0000	0009-PPO+	SUB	Rate Change 01/01/2025		941.75	941.75
000822021760	DAVIES , PAUL R.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		781.31	781.31
000849649901	DECARO , JAMES JOSEPH	0000	0009-PPO+	SUB	Rate Change 01/01/2025		1,102.19	1,102.19
000849649901	DECARO , DANIELLE A.	0000	0009-PPO+	SPS	Rate Change 01/01/2025		839.95	839.95
000849649901	DECARO , DANIEL J.	0000	0009-PPO+	DEP	Rate Change 01/01/2025		515.70	515.70
000820971481	DREYER , LOGAN D.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		823.77	823.77
000844542176	GIULIANI , DANTE	0000	0009-PPO+	SUB	Rate Change 01/01/2025		941.75	941.75
000839955319	HESSLER , GLENN	0000	0009-PPO+	SUB	Rate Change 01/01/2025		1,829.56	1,829.56
000839955319	HESSLER , SANDRA	0000	0009-PPO+	SPS	Rate Change 01/01/2025		1,754.73	1,754.73
000849301681	HORTON , RYAN G.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		973.43	973.43
000849301681	HORTON , CHRISTINE M.	0000	0009-PPO+	SPS	Rate Change 01/01/2025		941.75	941.75
000849301681	HORTON , JOCELYN M.	0000	0009-PPO+	DEP	Rate Change 01/01/2025		515.70	515.70
000849301681	HORTON , LANDEN R.	0000	0009-PPO+	DEP	Rate Change 01/01/2025		515.70	515.70
000921401716	KHAMDULAEV , RUSLAN	0000	0009-PPO+	SUB	Rate Change 01/01/2025		674.12	674.12
000823866152	LOSTROSCIO , DOMINICK V.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		839.95	839.95
000823866152	LOSTROSCIO , DOMINICK	0000	0009-PPO+	DEP	Rate Change 01/01/2025		596.60	596.60
000823866152	LOSTROSCIO , ADDISON	0000	0009-PPO+	DEP	Rate Change 01/01/2025		561.54	561.54
000835601879	MCKINLEY , CHRISTINE	0000	0009-PPO+	SUB	Rate Change 01/01/2025		797.48	797.48
000848671997	PETERSEN , BRIAN	0000	0009-PPO+	SUB	Rate Change 01/01/2025		877.70	877.70
000848671997	PETERSEN , NICOLE	0000	0009-PPO+	SPS	Rate Change 01/01/2025		1,203.98	1,203.98
000808802146	RANKIN , CODY R.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		674.12	674.12
000848517472	SKINNER , KURT F.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		1,503.29	1,503.29
000848517472	SCHULER-SKINNER , KATHLEEN M.	0000	0009-PPO+	SPS	Rate Change 01/01/2025		1,642.83	1,642.83
000848517472	SKINNER , KARLEE A.	0000	0009-PPO+	DEP	Rate Change 01/01/2025		674.12	674.12
000848517472	SKINNER , KATRINA E.	0000	0009-PPO+	DEP	Rate Change 01/01/2025		653.90	653.90
000839033706	STRONG , MICHAEL P.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		877.70	877.70
000839033706	STRONG , CHRISTINE	0000	0009-PPO+	SPS	Rate Change 01/01/2025		861.53	861.53
000839033706	STRONG , MADISON	0000	0009-PPO+	DEP	Rate Change 01/01/2025		515.70	515.70
000839033706	STRONG , EMMA	0000	0009-PPO+	DEP	Rate Change 01/01/2025		515.70	515.70
000839033706	STRONG , OLIVIA	0000	0009-PPO+	DEP	Rate Change 01/01/2025		515.70	515.70
000839033706	STRONG , MASON	0000	0009-PPO+	DEP	Rate Change 01/01/2025		.00	.00
000849001482	TISINAI , ROCHELLE M.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		1,053.65	1,053.65
000849001482	TISINAI , DAVID	0000	0009-PPO+	SPS	Rate Change 01/01/2025		1,439.25	1,439.25

Tier Identifier  
M = Medicare  
P = Split Medicare

(\*) = Subscriber or dependent is nearing age 65. Based on employee group size and actively-at-work status, Medicare primary premium rates and claim status may be applicable.  
Please contact us for more information.



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Profile: 0000767646 - ALL SUBSCRIBERS		4532
Bill Date: 12-17-2024	Payment Due Date: 01-01-2025	Page
Bill Period: 01-01-2025 to 02-01-2025		5

**SUBSCRIBER FEES**

SUBSCRIBER	NAME	CAT	PRODUCT	TIER	CHANGE REASON	RETRO FEE ADJUST	CURRENT CHARGES	TOTAL CHARGES
000805754888	WESTMAN , COREY E.	0000	0009-PPO+	SUB	Rate Change 01/01/2025		676.82	676.82
000847244970	WINQUIST , KURT	0000	0009-PPO+	SUB	Rate Change 01/01/2025		941.75	941.75
<b>SUB TOTAL FOR BEN AGMT: 9 - P5E1PPO</b>							<b>37,486.48</b>	<b>37,486.48</b>
<b>TOTAL FEES</b>							<b>50,345.70</b>	<b>50,345.70</b>

Tier Identifier

M = Medicare

P = Split Medicare

(\*) = Subscriber or dependent is nearing age 65. Based on employee group size and actively-at-work status, Medicare primary premium rates and claim status may be applicable.  
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12/18/24

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