



# VILLAGE OF LINCOLNSHIRE

## MINUTES COMMITTEE OF THE WHOLE MEETING January 23, 2023

Present:

Mayor Brandt  
Trustee Harms Muth  
Trustee Pantelis  
Trustee Wright  
Village Attorney Simon  
Village Treasurer/Finance Director Rossi  
Public Works Director Woodbury  
  
Planning & Development Manager Zozulya

Trustee Grujanac  
~~Trustee Mitchell~~  
Trustee Raizin  
Village Clerk Mastandrea  
Village Manager Burke  
~~Chief of Police Leonas~~  
  
Assistant Village Manager/Community & Economic Development Director Roesler

### 1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:09 p.m., and Village Clerk Mastandrea called the roll.

### 2.0 ITEMS OF GENERAL BUSINESS

#### 2.1 Planning, Zoning and Land Use

#### **2.11 Continued Consideration of Pre-Application Regarding Rezoning 220 Olde Half Day Road from B1 Retail Business District to R4 Single-Family Attached Residence District and a Special Use Permit with Zoning Variances for 55+ Age-Restricted Apartments (Vanguard Development Group)**

Planning and Development Manager Zozulya reported on the major revisions the petitioner had made since presenting at the Committee of the Whole meeting on December 12, 2022, including reducing the unit count from 89 to 79 units; reducing density from 20 to 18 units per acre; reducing the maximum building height from 60' to 55', stepping back the units on the second through fourth floors along Olde Half Day Road from 25' to 42', and eliminating the club house height variance to minimize bulk from a pedestrian scale.

Mr. Steve Blonsky of Vanguard Development Group (Vanguard) added additional details and rationale for the changes made since receiving the Board's feedback in December and spoke to the suggestion to explore different sites. Mr. Blonsky reported other sites, suggested by the Village Board and staff, would not work for economic purposes, and would likely require adding density to the development to make the economics work. Mr. Blonsky stated the 220 Olde Half Day Road property is their preferred option. Mr. Blonsky summarized the changes Vanguard has made since the December 12 Committee of the Whole meeting.

Discussion regarding traffic, proximity to Half Day School, and erecting visual aids on the property (staking the proposed building footprint and marking the proposed building height with a balloon or a similar device) to provide the Board with better context for building setbacks and height followed. Mr. Blonsky agreed to these conditions and noted he would work to have this done before the next Board meeting in February.

Staff will notify the Board of when the visual aids are in place, as well as provide examples of existing buildings of a similar size to the proposed development so the Board could get a sense of what the built environment might feel like. Mayor Brandt suggested notifying the Zoning Board and Architectural Review Board as well when the visuals are in place.

It was the consensus of the Board to have Mr. Blonsky appear again in February.

## 2.2 Finance and Administration

### **2.21 Receipt of Report Regarding the Village of Lincolnshire’s Participation in the “Operationalizing Diversity, Equity, and Inclusion” Pilot Program with the University of Illinois at Chicago Great Cities Institute**

Assistant Village Manager/Community & Economic Development (CED) Director Roesler reported on a six-month pilot program he and Village Manager Burke were a part of to better incorporate diversity, equity, and inclusion into Village operations and services. Assistant Village Manager/CED Director Roesler described staff’s project to engage recent immigrant populations and maximize the Village’s relationships with local school and library districts to find opportunities to present to these residents and enhance levels of trust. Assistant Village Manager/CED Director Roesler reviewed the proposed work plan for the 2023-2024 school years and opportunities for partnerships with the schools and library.

Trustees provided feedback on ways staff could continue incorporating messages of tolerance and belonging into Village communication.

### **2.22 Approval of Supplemental Appropriation Ordinance of the Village of Lincolnshire, Illinois for the Fiscal Year Beginning January 1, 2022, and Ending December 31, 2022**

Village Treasurer/Finance Director Rossi stated that due to General Fund revenue coming in higher than budget in Fiscal Year 2022, a transfer out to the General Capital Fund is needed in an amount greater than originally appropriated to maintain a 75% fund balance in the General Fund. The recommended Supplemental Appropriation will result in an increase of \$2,601,000 to the Debt & Transfers Department in the General Fund to permit the greater transfer of funds from the General Fund to the General Capital Fund than what was contemplated in the original Appropriation Ordinance. The increase in appropriation will not result in an increased amount of

spending. It is simply to reallocate cash balances from the General Fund to the General Capital Fund to meet the fund balance policy.

Trustee Harms Muth asked what the reason was for the transfer. Village Treasurer/Finance Director Rossi stated the reason for the transfer is to maintain the 75% fund balance. Trustee Harms Muth asked why there was so much extra. Village Treasurer/Finance Director Rossi stated the amount budgeted to transfer out of the General Fund was too low due to revenues at the end of the fiscal year coming in approximately \$1.5 million higher than what was budgeted. Village Treasurer/Finance Director Rossi noted there is excess cash sitting in the General Fund which is recommended to be transferred to the General Capital Fund. Village Manager Burke noted revenue outperformed what was expected. Trustee Harms Muth stated this is a good thing and noted we underestimated because the Village was being conservative in its approach to budgeting.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

## 2.3 Public Works

### **2.31 Consideration and Approval of an Agreement with DeSign Group Signage of Des Plaines, Illinois to Construct and Install Parks and Entryway Signage in an amount not to exceed \$481,000 (Village of Lincolnshire)**

Public Works Director Woodbury provided an overview of the bids for the Village sign replacement project. Based on firm quality, references, and responsiveness to the bid, staff recommended awarding the contract to DeSign Group to move forward with sign fabrication and installation.

Mayor Brandt noted this is under budget and Public Works Director provided a letter for the Board explaining why the recommendation was not to award a contract to the lowest bidder.

Trustee Raizin suggested staff amend the one-year warranty provision for sign landscaping. Public Works Director Woodbury said staff will provide clarification and bring this back at the next meeting.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

## 2.4 Public Safety

## 2.5 Parks and Recreation

## 2.6 Judiciary and Personnel

## **3.0 UNFINISHED BUSINESS**

## **4.0 NEW BUSINESS**

## **5.0 EXECUTIVE SESSION**

## **6.0 ADJOURNMENT**

Trustee Grujanac moved, and Trustee Harms Muth seconded the motion to adjourn. The voice vote was unanimous, and Mayor Brandt declared the meeting adjourned at

8:06 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk