



VILLAGE OF LINCOLNSHIRE

AGENDA **REGULAR VILLAGE BOARD MEETING** **Village Hall - Board Room** **Monday, November 13, 2023** **7:00 p.m.**

CALL TO ORDER

1.0 ROLL CALL

2.0 PLEDGE OF ALLEGIANCE

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report

3.2 Village Clerk's Report

3.3 Village Treasurer's Report

3.4 Village Manager's Report

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on November 13, 2023, in the Amount of \$1,484,210.36

5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on non-agenda items only)

6.0 CONSENT AGENDA

Items on the Consent Agenda will be approved by one motion. If a Trustee wishes to discuss any item, it will be pulled from the Consent Agenda and discussed under "Unfinished Business".

6.1 Approval of the October 23, 2023, Regular Village Board Meeting Minutes

6.2 Approval of the October 23, 2023, Committee of the Whole Meeting Minutes

6.3 Approval of the October 25, 2023, Special Committee of the Whole Meeting Minutes

6.4 Approval of an Ordinance Regarding a Text Amendment to Title 6 (Zoning), Chapter 2 (Zoning Definitions), Chapter 3 (General Zoning Regulations), Chapter 5 (Residence Districts), and Chapter 13 (Nonconforming Uses, Structures & Lots) of the Lincolnshire Village Code (Village of Lincolnshire)

6.5 Approval of a Contract with Petroleum Technologies Equipment of Lyons, IL, for 45 Londonderry Underground Storage Tank Removal Project in an Amount not to Exceed \$33,945.00 (Village of Lincolnshire)

6.6 Approval of a Contract with Martam Construction at a Cost not to Exceed \$679,185.00 for the rehabilitation of Old Mill Commons Lift Station (Village of Lincolnshire)

- 7.0 ITEMS OF GENERAL BUSINESS**
 - 7.1 Planning, Zoning & Land Use
 - 7.2 Finance and Administration
 - 7.3 Public Works
 - 7.4 Police
 - 7.5 Parks and Recreation
 - 7.6 Judiciary and Personnel

8.0 REPORTS OF SPECIAL COMMITTEES

9.0 UNFINISHED BUSINESS

10.0 NEW BUSINESS

11.0 EXECUTIVE SESSION

12.0 ADJOURNMENT

PUBLIC PARTICIPATION OPTIONS

- **View/Listen**
 - Watch live on the Village Facebook page (<https://www.facebook.com/VillageofLincolnshire>).
- **Public Comment**
 - Participants may provide public comment per the Village Board’s [Rules for Public Comment](#) which can be found on the Village website on the “Transparency” webpage.

Reasonable accommodations/auxiliary aids will be provided to enable persons with disabilities to effectively participate in any public meetings of the Board. Please contact the Village Administrative Office (847-883-8600) 48 hours in advance if you need special accommodations to attend. Regular Village Board meetings will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Trustees to do so.



VILLAGE OF
L I N C O L N S H I R E

AGENDA ITEM 4.1

**BILLS PRESENTED FOR PAYMENT
11/13/2023**

General Fund	\$	297,965.49
Water & Sewer Fund	\$	183,091.01
Motor Fuel Tax		
Water & Sewer Improvement Fund	\$	2,739.04
Fraud, Alcohol, Drug Enforcement		
Vehicle Maintenance Fund	\$	10,429.46
Park Development Fund		
Sedgebrook SSA	\$	6,494.60
Storm Sewer Operating Fund	\$	867.44
Storm Sewer Improvement Fund	\$	828,372.55
General Capital Fund	\$	154,250.77
Grand Total	\$	1,484,210.36

Brad Burke, Village Manager

INVOICE DUE DATES 10/24/2023 - 11/13/2023

JOURNALIZED

BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: A & E RUBBER STAMP		
631354	Zange Notary Stamp	38.50
TOTAL VENDOR A & E RUBBER STAMP		38.50
VENDOR NAME: ACCURATE DOCUMENT DESTRUCTION		
11581196T095	Document Destruction	321.88
TOTAL VENDOR ACCURATE DOCUMENT DESTRU		321.88
VENDOR NAME: ADVANCE ENGINE REBUILDERS		
23404	Bearing for Spreader on Truck# 252 & He	503.53
TOTAL VENDOR ADVANCE ENGINE REBUILDERS		503.53
VENDOR NAME: AEREX PEST CONTROL SERVICES, INC.		
2541300	Pest Control Services - Public Works 11-3	58.00
2541307	Pest Control Services - Village Hall 11-3-2	55.00
TOTAL VENDOR AEREX PEST CONTROL SERVICE		113.00
VENDOR NAME: AIDAN FEDYNIAK		
11012023	Water License Class Mileage Reimburssem	64.84
10252023	Water License Class Mileage Reimburssem	64.84
10182023	Water License Class Mileage Reimburssem	64.84
TOTAL VENDOR AIDAN FEDYNIAK		194.52
VENDOR NAME: AMALGAMATED BANK OF CHICAGO		
2023_2	GO Bond Series 2022 Principal & Interest	826,218.75
TOTAL VENDOR AMALGAMATED BANK OF CHICA		826,218.75
VENDOR NAME: AMAZON CAPITAL SERVICES, INC.		
1MM6-9C7R-3M1P	Computer Monitor Replacement - Geib	112.52
Refund 1HM6-FH7	Return Traffic Control Wands for Refund	(59.00)
14F9-XGQF-M4KP	Computer Monitor Risers - Ethan Hoffman	28.98
17YD-NXQH-4TJN	Milwaukee Lithium-Ion Battery (2-Pack) f	165.00
1FDH1JMWL-CJ7L	Cutable Polyester Filters (3 rolls) - Utilitie	174.45
TOTAL VENDOR AMAZON CAPITAL SERVICES, IN		421.95
VENDOR NAME: AMERICAN RED CROSS O		
22637113	Training - Adult and Pediatric CPR/AED -	476.00
TOTAL VENDOR AMERICAN RED CROSS O		476.00
VENDOR NAME: AMERICAN WELDING & GAS, INC.		
09472512	Forklift Propane	81.26
TOTAL VENDOR AMERICAN WELDING & GAS, IN		81.26
VENDOR NAME: AMJ SPECTACULAR EVENTS		
18344945(b)	2023 Boo Bash_Skee Ball_Outstanding B	275.00
TOTAL VENDOR AMJ SPECTACULAR EVENTS		275.00
VENDOR NAME: ANCEL GLINK DIAMOND BUSH		
3165092 202310	October 2023 Legal Fees	2,520.00
99111(a)	Attorney Bill_September 2023_Newman	180.00
3165092-092023	September 2023 Legal Fees	3,600.00
TOTAL VENDOR ANCEL GLINK DIAMOND BUSH		6,300.00
VENDOR NAME: ARLINGTON HEIGHTS FORD		
115315H	(2) V-Belts and (2) Belt Tensioners for OI	347.31
115307H 4	Air Filter for Old 232 Truck	205.90
115211H	Fuel Filter Kit for 1-Ton Trucks and Air Filt	233.18

INVOICE DUE DATES 10/24/2023 - 11/13/2023

JOURNALIZED

BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ARLINGTON HEIGHTS FORD		
114856H	Wiper Switch for Pool Car 63	82.09
114643H	MAF & MAP Sensor for Truck# 249	265.08
116780H	Idle Pulleys, Tensioner & Serpentine Belt f	306.96
TOTAL VENDOR ARLINGTON HEIGHTS FORD		1,440.52
VENDOR NAME: ASSOCIATED TECHNICAL SERVICES LTD.		
37706	Locator Leads	135.20
TOTAL VENDOR ASSOCIATED TECHNICAL SERVI		135.20
VENDOR NAME: BADGER METER		
80141900	Water Meter Readings for Cellular Meters	121.56
TOTAL VENDOR BADGER METER		121.56
VENDOR NAME: BAXTER & WOODMAN INC.		
0251645	2023 Path Resurfacing Phase III Engineer	13,083.09
0251643	2023 Road Program Phase III Professiona	2,452.00
0251633	2023 Pavement Condition Survey	92.50
TOTAL VENDOR BAXTER & WOODMAN INC.		15,627.59
VENDOR NAME: BENISTAR		
12012023	December 2023 O65 Medical Premiums	2,300.00
TOTAL VENDOR BENISTAR		2,300.00
VENDOR NAME: BHFX DIGITAL IMAGING		
459755	Plotter Base Charge (09/01/23-09/30/23)	147.35
TOTAL VENDOR BHFX DIGITAL IMAGING		147.35
VENDOR NAME: BRIGHT LIGHT SIGN CO		
TM-17731	Holiday Lights for Village Hall - Payment	1,990.00
TOTAL VENDOR BRIGHT LIGHT SIGN CO		1,990.00
VENDOR NAME: BURRIS EQUIPMENT CO.		
RC1022518-1	(1) Light Tower for Boo Bash	114.00
RC-1022206-1	(3) Generators for Boo Bash	153.90
TOTAL VENDOR BURRIS EQUIPMENT CO.		267.90
VENDOR NAME: CALEB COCKRUM		
10252023	Water License Class Mileage Reimbursem	64.84
10182023	Water License Class Mileage Reimbursem	64.84
11012023	Water License Class Mileage Reimbursem	64.84
TOTAL VENDOR CALEB COCKRUM		194.52
VENDOR NAME: CHICAGO TRIBUNE		
2023 1122	Lincolnshire Review Subscripton 11/22/23	150.99
TOTAL VENDOR CHICAGO TRIBUNE		150.99
VENDOR NAME: CHICAGOLAND PAVING		
234401-F	2023 Asphalt Patching Project	42,457.83
TOTAL VENDOR CHICAGOLAND PAVING		42,457.83
VENDOR NAME: CHRISTOPHER B BURKE ENGINEERING LTD		
187253	Lincolnshire Drive North Drainage Improv	2,153.80
TOTAL VENDOR CHRISTOPHER B BURKE ENGINE		2,153.80
VENDOR NAME: CINTAS CORPORATION #47P		

INVOICE DUE DATES 10/24/2023 - 11/13/2023

JOURNALIZED

BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: CINTAS CORPORATION #47P		
4171290409	Floor Mat Rental - Public Works 10-19-23	66.15
4171290441	Floor Mat Rental and Microfiber Cloths - V	150.88
4169726296	Floor Mat Rental and Microfiber Cloths - V	150.88
4172710163	Floor Mat Rental - Public Works 11-2-23	66.15
TOTAL VENDOR CINTAS CORPORATION #47P		434.06
VENDOR NAME: COMCAST		
0211389 Oct-Nov2	Oct 28 - Nov 27 PW_Internet_205_Schelt	161.85
185107142	Oct 15, 2023 SCADA_10 Park Ave.	225.82
TOTAL VENDOR COMCAST		387.67
VENDOR NAME: COMED		
1480099064-10-2	Electric for Interconnect Pumping Meter 9	23.23
4803164127-11-2	Electric for OHDR Bike Path 9-29-23 to 10	45.66
3168065033-11-2	Electric for Brookwood Liftstation 9-29-23	73.49
0995113016-11-2	Electric for Entry Sign @ Milwaukee & OH	48.37
3038275001-11-2	Electric for Whytegate Park 9-29-23 to 10	35.58
7299013001-11-2	Electric for Farrington Pumping Meter 9-2	84.93
3038188003-11-2	Electric for 207A Northampton 9-29-23 to	23.27
0339014158-11-2	Electric for Riverwoods & Everett Street Li	5.30
6520050011-11-2	Electric for Fallstone Pumping Meter 9-29	95.44
1131144094-10-2	Electric for Trailhead Park	25.65
7128083006-11-2	Electric for Westwood Pumping Meter 9-2	79.08
5760114015-11-2	Electric for Riverside Liftstation 9-28-23 t	133.63
3427049011-10-2	Electric for RT 23 Brampton 9-15-23 to 1	762.57
TOTAL VENDOR COMED		1,436.20
VENDOR NAME: CONRAD POLYGRAPH, INC		
5802	Police officer candiate background polygr	360.00
TOTAL VENDOR CONRAD POLYGRAPH, INC		360.00
VENDOR NAME: COVELLI KIMBERLY		
2023 1013	Travel reimbursement - airfare - IACP Co	684.80
TOTAL VENDOR COVELLI KIMBERLY		684.80
VENDOR NAME: CREATIVE EDGE VISUAL SOLUTIONS, INC		
7685	Shirts, Yard Signs, & Buttons Highland Pa	1,302.85
TOTAL VENDOR CREATIVE EDGE VISUAL SOLUTI		1,302.85
VENDOR NAME: CUTLER WORKWEAR		
25032	Boots for Geib	148.45
025985	Work Boots - Hoffman	125.95
TOTAL VENDOR CUTLER WORKWEAR		274.40
VENDOR NAME: DACRA TECH LLC		
DT 2023-10-091	DACRA Ticketing System Monthly Service	1,684.20
TOTAL VENDOR DACRA TECH LLC		1,684.20
VENDOR NAME: DANA PLOTKE		
092523	Meal Reimbursement Crash Investigation	83.33
TOTAL VENDOR DANA PLOTKE		83.33
VENDOR NAME: DELTA DENTAL OF ILLINOIS		
1741279	November 2023 Vision Premiums	805.38
6 TOTAL VENDOR DELTA DENTAL OF ILLINOIS		805.38

INVOICE DUE DATES 10/24/2023 - 11/13/2023

JOURNALIZED

BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: DESIGN GROUP SIGNAGE CORP.		
220519-3	Payment #3 Parks and Entryway Signage	127,350.00
TOTAL VENDOR DESIGN GROUP SIGNAGE CORP.		127,350.00
VENDOR NAME: ECO CLEAN MAINTENANCE, INC.		
12126	Janitorial Services 9-1-23 to 9-30-23	3,547.00
12218	Janitorial Services 10-1-23 to 10-31-23	3,447.00
TOTAL VENDOR ECO CLEAN MAINTENANCE, INC.		6,994.00
VENDOR NAME: ED'S RENTAL & SALES INC.		
404123-1	(7) Generator Rentals for Boo Bash	345.00
TOTAL VENDOR ED'S RENTAL & SALES INC.		345.00
VENDOR NAME: ELEVATOR INSPECTION SERVICES		
119074	October 2023 Elevator Inspections_5 @ \$	95.00
118849	September 2023 Elevator Inspections_36	684.00
119298	Elevator Re-Inspection_4 Overlook Pt._6	102.00
TOTAL VENDOR ELEVATOR INSPECTION SERVIC		881.00
VENDOR NAME: ENGINEERING RESOURCE ASSOCIATES INC		
W2318100.02	Spring Lake Park Bridge Design Professio	2,140.37
TOTAL VENDOR ENGINEERING RESOURCE ASSO		2,140.37
VENDOR NAME: GOVERNMENT FINANCE O		
774091	T.Ibrahim Accepting Credit Card Payment	85.00
TOTAL VENDOR GOVERNMENT FINANCE O		85.00
VENDOR NAME: GRAINGER, INC.		
9874375471	Bulbs for Village Street Lights	252.72
9868660060	Bulbs for Street Lights	269.64
CM9884673287	Refund - Bulbs for Street Lights	(269.64)
TOTAL VENDOR GRAINGER, INC.		252.72
VENDOR NAME: GREEN ACRES LANDSCAPING		
2023-8547	Village Landscaping Services - September	19,791.00
2023-8622	C&ED Mowing Request - 8 Half Day Rd an	1,000.00
2023-8623	C&ED Mowing Request - 34 Berkshire	140.00
2023-8635	Cul-De-Sac Enhancement Year 3 of 3 - Br	1,615.00
2023-8634	Cul-De-Sac Enhancements Year 3 of 3 - B	1,335.00
2023-8633	Cul-De-Sac Enhancements Year 3 of 3 - B	1,615.00
2023-8636	Cul-De-Sac Enhancements Year 3 of 3 - F	1,259.00
2023-8637	Cul-De-Sac Enhancements Year 3 of 3 - F	1,425.00
2023-8642	Fox Trail N/E Cul-De-Sac Waste Removal	400.00
2023-8640	East/West Bike Path Pruning	3,200.00
2023-8639	North/South Bike Path Pruning	3,600.00
2023-8638	Retaining Wall Repairs from 9-8-23 Accid	1,400.00
2023-8656	Village Landscape Services - October 202	18,626.00
TOTAL VENDOR GREEN ACRES LANDSCAPING		55,406.00
VENDOR NAME: HODGES BADGE CO.		
23025138	Grand Opening Plaque_XVP Studios_640	53.25
TOTAL VENDOR HODGES BADGE CO.		53.25
VENDOR NAME: ICMA MEMBERSHIP RENEWALS		
2024_#818631	2024 ICMA Membership B Roesler	983.44
7 TOTAL VENDOR ICMA MEMBERSHIP RENEWALS		983.44

INVOICE DUE DATES 10/24/2023 - 11/13/2023

JOURNALIZED

BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ILCMA		
88590	November 2023 B. Roesler Professional D	35.00
TOTAL VENDOR ILCMA		35.00
VENDOR NAME: IMPACT NETWORKING, LLC		
3092419	Dory, PW, PD & PD Records Base Charge (381.16
TOTAL VENDOR IMPACT NETWORKING, LLC		381.16
VENDOR NAME: IMRF		
42121	10 2023 Member & Employer Contributio	42,751.55
TOTAL VENDOR IMRF		42,751.55
VENDOR NAME: INTERDEV, LLC		
MSP-1041629	October 2023 IT Services	15,820.00
TOTAL VENDOR INTERDEV, LLC		15,820.00
VENDOR NAME: INTERIOR INVESTMENTS, LLC		
Q3 2023	3rd Qtr 2023 Sales Tax Sharing	44,732.63
TOTAL VENDOR INTERIOR INVESTMENTS, LLC		44,732.63
VENDOR NAME: INTOXIMETERS		
746051	Drygas - Intoxilyzer Breath Alcohol Tester	170.75
TOTAL VENDOR INTOXIMETERS		170.75
VENDOR NAME: INVOICE CLOUD		
1185-2023_10	10 2023 Paperless Utility Bills	128.75
TOTAL VENDOR INVOICE CLOUD		128.75
VENDOR NAME: JOSHUA GLEN		
Actor_2023 Boo_#	2023 Boo Bash_Student Actor_Haunted T	100.00
TOTAL VENDOR JOSHUA GLEN		100.00
VENDOR NAME: KAPLAN PAVING		
B23-0018P	BD Bond Refund_570 Bond_LHK Enterpris	75.00
TOTAL VENDOR KAPLAN PAVING		75.00
VENDOR NAME: KINNUCAN COMPANY		
405540	Right-Of-Way Tree Removals (5) Trees an	3,772.50
405541	Tree Removals for South Village Entrance	3,435.00
TOTAL VENDOR KINNUCAN COMPANY		7,207.50
VENDOR NAME: KLUBER ARCHITECTS + ENGINEERS		
8695	Police Department Flooring Bid/Constructi	2,075.00
TOTAL VENDOR KLUBER ARCHITECTS + ENGINE		2,075.00
VENDOR NAME: LAKE COUNTY PUBLIC WORKS		
LCPW-10-1-23	Sanitary Sewer Treatment Bill Dates 8-16	161,520.84
P23-0102B	Swr Cnt at 15-11-401-017_Residential_1	4,030.00
TOTAL VENDOR LAKE COUNTY PUBLIC WORKS		165,550.84
VENDOR NAME: LAKE FOREST POST OFFICE		
2023 Q4	Q4 2023 Newsltr Postage: Permit Impr#	70.00
Permit 57-2024	Permit 57-2024	310.00
TOTAL VENDOR LAKE FOREST POST OFFICE		380.00
VENDOR NAME: LAKESHORE RECYCLING SYSTEMS (LRS)		

INVOICE DUE DATES 10/24/2023 - 11/13/2023

JOURNALIZED

BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: LAKESHORE RECYCLING SYSTEMS (LRS)		
PS569889	Bathroom Rental at North Park Concessio	1,000.00
TOTAL VENDOR LAKESHORE RECYCLING SYSTE		1,000.00
VENDOR NAME: LEONAS, JOSEPH		
2023 1013	Travel reimbursement - IACP Conference	752.98
TOTAL VENDOR LEONAS, JOSEPH		752.98
VENDOR NAME: LIBERTYVILLE, VILLAGE OF		
0000007063	Administrative Adjudication Fees - Aug. S	800.00
TOTAL VENDOR LIBERTYVILLE, VILLAGE OF		800.00
VENDOR NAME: LINCOLNSHIRE POSTMASTER		
2023 Q4	Q4 2023 Newsltr Postage: Permit Impr#	625.00
TOTAL VENDOR LINCOLNSHIRE POSTMASTER		625.00
VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD		
11420	Plan Review_225 Milwaukee Ave_Walgree	486.00
11614	Plan Review_1 Overlook Pt._Mini Suites_P	372.00
11623	Plan Review_1 Overlook Pt._Mini Suites_P	905.00
11628	Plan Review_1 Overlook Pt._Mini Suites_P	606.00
11632	Plan Review_100 Tri State #125_Shuler S	372.00
11630	Plan Review_645 Heathrow_Glentrionics_	372.00
11622	Plan Review_300 Village Green #205_Co	372.00
11631	Plan Review_100 Tri State # 125_Shuler	372.00
TOTAL VENDOR LINCOLNSHIRE RIVERWOODS F		3,857.00
VENDOR NAME: LINCOLNSHIRE VILLAGE-PETTY CASH		
11132023	10/23/23 Petty Cash Reimbursements	229.62
TOTAL VENDOR LINCOLNSHIRE VILLAGE-PETTY		229.62
VENDOR NAME: MADISON NATIONAL LIFE INS CO, INC.		
1587424	November 2023 Life Insurance Premiums	1,444.33
TOTAL VENDOR MADISON NATIONAL LIFE INS C		1,444.33
VENDOR NAME: MARGARET CUNNIFF		
102523	Mailbox Reimbursement - 42 Lancaster L	148.44
TOTAL VENDOR MARGARET CUNNIFF		148.44
VENDOR NAME: MENONI & MOCOJNI, IN		
0022851-00	Spoil Haulings from 45 Londonderry	3,450.00
35919	(2) Loads of Black Dirt	850.00
36003	(1) Load of Stone & (1) Load of Sand	1,425.88
TOTAL VENDOR MENONI & MOCOJNI, IN		5,725.88
VENDOR NAME: MICHAEL MERANDA JR.		
232010	10/16/23 Park Board Mtg. & 10/17/23 AR	297.50
232710	10/23/23 RVB/COW Meeting	140.00
TOTAL VENDOR MICHAEL MERANDA JR.		437.50
VENDOR NAME: MID AMERICAN WATER OF WAUCONDA INC.		
264480W	Brass & Copper Restock	366.00
264444W	Materials for North Park Sanitary Manhole	2,100.00
264925W	Materials for North Park Sanitary Manhole	639.04
TOTAL VENDOR MID AMERICAN WATER OF WAU		3,105.04
VENDOR NAME: MIDWEST ORGANICS		

INVOICE DUE DATES 10/24/2023 - 11/13/2023

JOURNALIZED

BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: MIDWEST ORGANICS		
23911	Disposal of Straw Bales from Boo Bash	87.20
TOTAL VENDOR MIDWEST ORGANICS		87.20
VENDOR NAME: MUELLERMIST IRRIGATION CO		
131285	Winterization of Irrigation System - South	387.50
131286	Winterization of Irrigation System - 400	191.50
131287	Winterization of Irrigation System - Trailh	281.00
131282	Winterization of Irrigation System - North	1,947.50
131283	Winterization of Irrigation System - Roun	281.00
131288	Winterization of Irrigation System - Mem	191.50
131284	Winterization of Irrigation System - Villag	420.00
TOTAL VENDOR MUELLERMIST IRRIGATION CO		3,700.00
VENDOR NAME: MULCH CENTER		
188268	Brush Disposal	250.00
188274	Log/Brush Disposal	240.00
188221	Wood Chip Disposal	70.00
188225	Wood Chip Disposal	70.00
188286	Log/Brush Disposal	240.00
TOTAL VENDOR MULCH CENTER		870.00
VENDOR NAME: MUNICAP INC.		
102023-474	Annual Admin Fee SSA Sedgebrook Bond	6,494.60
TOTAL VENDOR MUNICAP INC.		6,494.60
VENDOR NAME: MUNICATE LLC		
1075	On Site Consulting_Munivate_Kevin Keys	1,510.72
TOTAL VENDOR MUNICATE LLC		1,510.72
VENDOR NAME: MUNICIPAL GIS PARTNERS, INC.		
6861	GIS Staffing & Services - October 2023	5,557.50
TOTAL VENDOR MUNICIPAL GIS PARTNERS, INC.		5,557.50
VENDOR NAME: NAPA AUTO PARTS		
6871-199985	Timing Tool for Police Inceptors Engine	76.55
TOTAL VENDOR NAPA AUTO PARTS		76.55
VENDOR NAME: NAPA AUTO PARTS -WHEELING		
6871-196415	Belt for Old 232 Truck & Returned Tire Ga	32.50
TOTAL VENDOR NAPA AUTO PARTS -WHEELING		32.50
VENDOR NAME: NORTH SHORE GAS		
603028481-02-10-	Gas for NP Concession Stand 9-13-23 to	32.59
603028481-01-10-	Gas for NP Maint. Bldg 9-13-23 to 10-12-	37.39
604290016-01-10-	Gas for Old Mill Liftstation 9-13-23 to 10-	31.51
604290016-04-10-	Gas for Fallstone Liftstation 9-13-23 to 10	33.13
604290016-05-10-	Gas for 207A Northampton 9-13-23 to 10	33.18
606017125-01-10-	Gas for 24400 Riverwoods 9-13-23 to 10-	30.70
604290016-02-10-	Gas for Westwood Liftstation 9-14-23 to	31.63
TOTAL VENDOR NORTH SHORE GAS		230.13
VENDOR NAME: NORTH SHORE LAWN SPRINKLER		
20149711	BD Refund P23-00131_66 Berkshire Ln	50.00
TOTAL VENDOR NORTH SHORE LAWN SPRINKLE		50.00
VENDOR NAME: O'HERRON CO INC		

INVOICE DUE DATES 10/24/2023 - 11/13/2023

JOURNALIZED

BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: O'HERRON CO INC		
2301774	Uniform pants and shirts - Ofc. Holst	254.82
TOTAL VENDOR O'HERRON CO INC		254.82
VENDOR NAME: OLD NATIONAL BANK		
0823	08 2023 Lockbox Service	425.52
0923	09 2023 Lockbox Service	313.34
TOTAL VENDOR OLD NATIONAL BANK		738.86
VENDOR NAME: OTIS ELEVATOR COMPANY		
CY28654001	Yearly Elevator Inspection - Village Hall	1,300.00
TOTAL VENDOR OTIS ELEVATOR COMPANY		1,300.00
VENDOR NAME: PADDOCK PUBLICATIONS, INC.		
267784	ARB Public Hearing Notice 10/02/2023_Ti	126.50
TOTAL VENDOR PADDOCK PUBLICATIONS, INC.		126.50
VENDOR NAME: PARABIT SYSTEMS, INC.		
S145258	Village Hall Entryway and Elevator Interc	1,883.81
TOTAL VENDOR PARABIT SYSTEMS, INC.		1,883.81
VENDOR NAME: PAYLOCITY		
112084955	10/20/23 Pay Services	714.75
112108750	11/03/23 Pay Services	233.54
TOTAL VENDOR PAYLOCITY		948.29
VENDOR NAME: PEERLESS NETWORK, INC.		
36512	Phone lines	996.16
TOTAL VENDOR PEERLESS NETWORK, INC.		996.16
VENDOR NAME: POSTAL SOURCE		
INV108921	Annual Maint Contract Neopost Mail Mach	165.00
TOTAL VENDOR POSTAL SOURCE		165.00
VENDOR NAME: PRO FENCE II, INC.		
P2590	North Park Tennis Court Fence Repairs	1,450.00
TOTAL VENDOR PRO FENCE II, INC.		1,450.00
VENDOR NAME: PROMOS 911 INC.		
11081	Promotional Giveaways - Safety Strobe Li	674.90
TOTAL VENDOR PROMOS 911 INC.		674.90
VENDOR NAME: RABINE PAVING		
B22-0008P	BD Bond Refund_2 Marriott Dr._Camping	75.00
TOTAL VENDOR RABINE PAVING		75.00
VENDOR NAME: REVELAS SOPHIE		
2023	Senior Citizen Property Tx Relief Refund	155.92
TOTAL VENDOR REVELAS SOPHIE		155.92
VENDOR NAME: RINGCENTRAL, INC.		
CD_000686175	November 2023 Phone Service	1,816.72
TOTAL VENDOR RINGCENTRAL, INC.		1,816.72
VENDOR NAME: ROSE PAVING CO.		
B23-0017P	BD Bond Refund_2 Marriott Dr._Camping	75.00

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
 INVOICE DUE DATES 10/24/2023 - 11/13/2023
 JOURNALIZED
 BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ROSE PAVING CO.		
B23-0016P	BD Bond Refund_505 Schelster Rd._Kubot	75.00
TOTAL VENDOR ROSE PAVING CO.		150.00
VENDOR NAME: SECOND CHANCE CARDIAC SOLUTIONS		
23-00041-2410	AED Replacement Pads - Pediatric	285.00
TOTAL VENDOR SECOND CHANCE CARDIAC SOL		285.00
VENDOR NAME: SIGNALSCAPE, INC		
009673	Annual Maintenance Agreement Interview	1,060.00
TOTAL VENDOR SIGNALSCAPE, INC		1,060.00
VENDOR NAME: SODEXO		
25010_2	Coffee with a Cop cookies from SHS	50.00
TOTAL VENDOR SODEXO		50.00
VENDOR NAME: STRAND ASSOCIATES, INC.		
0202782	2023 Water Rate Study Professional Servi	4,971.58
TOTAL VENDOR STRAND ASSOCIATES, INC.		4,971.58
VENDOR NAME: STREICHER'S, INC.		
11660562	Ballistic Vest and Trauma Plate - Ofc. Tem	885.00
TOTAL VENDOR STREICHER'S, INC.		885.00
VENDOR NAME: TRAFFIC CONTROL & PROTECTION INC.		
116648	Street Sign for Florsheim Nature Preserve	81.20
TOTAL VENDOR TRAFFIC CONTROL & PROTECTI		81.20
VENDOR NAME: TSJ LINCOLNSHIRE PROPERTY LLC		
B22-0001DC	BD Bond Refund_90 Half Day Rd._TSJ	20,000.00
TOTAL VENDOR TSJ LINCOLNSHIRE PROPERTY L		20,000.00
VENDOR NAME: WAUKEGAN TIRE		
4625435	(4) Tires for Truck 240	835.20
TOTAL VENDOR WAUKEGAN TIRE		835.20
VENDOR NAME: WEX BANK		
92952003	10 2023 Fuel Purchases	5,699.41
TOTAL VENDOR WEX BANK		5,699.41
VENDOR NAME: WISS, JANNEY, ELSTNER ASSOCIATES		
0560690	Structurel Plan Review_62 Lincolnshire Dr	1,558.75
0560693	Structural Plan review_100 Schelster_Carl	4,017.00
0560696	Structural Plan Review_600 Industrial Dr.	3,857.50
0560697	Structural Plan Review_61 Lincolnshire Dr	686.25
TOTAL VENDOR WISS, JANNEY, ELSTNER ASSOC		10,119.50
VENDOR NAME: WORLD SECURITY & CONTROL, INC.		
33863	Spring Lake Park Fire Alarm Panel Replac	2,769.00
33864	Public Works Facility Alarm Panel Replace	6,700.00
TOTAL VENDOR WORLD SECURITY & CONTROL,		9,469.00
GRAND TOTAL:		1,484,210.36



VILLAGE OF LINCOLNSHIRE

MINUTES REGULAR VILLAGE BOARD MEETING October 23, 2023

Present:

Mayor Brandt	Trustee Grujanac
Trustee Kelly	Trustee Mitchell
Trustee Pantelis	Trustee Raizin
Trustee Wright	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Village Treasurer/Finance Director Rossi	Chief of Police Leonas
Public Works Director Woodbury	Assistant Village Manager/Community & Economic Development Director Roesler
Planning & Development Manager Zozulya	Assistant Public Works Director/Village Engineer Dittrich
Utilities Superintendent Geib	Management Analyst McLaughlin

CALL TO ORDER

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:00 p.m., and Village Clerk Mastandrea called the Roll.

2.0 PLEDGE OF ALLEGIANCE

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report

3.1.1 Proclamation Recognizing Hindu American Foundation Diwali Awareness Day

Mayor Brandt introduced the Proclamation recognizing Hindu American Foundation Diwali Awareness Day.

Village Manager Burke read the Proclamation and presented it to the Hindu American Foundation.

Mr. Rakesh Malhotra who serves on the Architectural Review Board and is a member of the Hindu American Foundation, thanked the Village Board and staff and provided a summary of the Hindu American Foundation and Diwali Awareness Day.

3.1.2 Old Hewitt Site

Mayor Brandt noted she and staff will be meeting with a developer to discuss the old Hewitt site. Once the meeting takes place, more information will be shared with the Board.

3.2 Village Clerk's Report

3.2.1 New Signage

Village Clerk Mastandrea noted she has had at least five residents from

Sedgebrook comment to her on how nice the new signage looks.

3.3 Village Treasurer’s Report

3.31 Revenue & Expense Budget Summary as of September 30, 2023

Village Manager Burke noted the Revenue and Expenditure summary is in the Board packet, and all revenues and expenditures were properly recorded for September 2023.

3.4 Village Manager’s Report

3.41 Budget Workshop Meeting

Village Manager Burke noted the 2024 Budget Workshop meeting is scheduled for this Wednesday in the Community Room at 6 p.m. The 2024 proposed budget is available at Village Hall, at the Vernon Area Public Library, and on the website.

3.42 Boo Bash

Village Manager Burke noted Boo Bash is taking place this Friday at North Park from 5 – 8 p.m.

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on October 23, 2023, in the Amount of \$689,801.25

A summary of the October 23, 2023, bills were presented for payment with the total being \$689,801.25. The total amount is based on \$159,848.61 for the General Fund; \$231,663.17 for the Water & Sewer Fund; \$190,638.03 for Motor Fuel Tax; \$13,483.91 for the Water & Sewer Improvement Fund; \$18,951.25 for the Vehicle Maintenance Fund; \$550 for Sedgebrook SSA; \$2,100.30 for the Storm Sewer Operating Fund; \$64,779.48 for the Storm Sewer Improvement Fund; and \$7,786.50 for the General Capital Fund.

Trustee Raizin moved, and Trustee Wright seconded the motion to approve the bills dated October 23, 2023, as presented. The roll call vote was as follows:

Aye: Raizin, Wright, Pantelis, Mitchell, Kelly
Nay: None
Absent: Grujanac
Abstain: None

Mayor Brandt declared the motion carried.

5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on non-agenda items only)

6.0 CONSENT AGENDA

Items on the Consent Agenda will be approved by one motion. If a Trustee wishes to discuss any item, it will be pulled from the Consent Agenda and discussed under "Unfinished Business."

- 6.1 Approval of the October 9, 2023, Regular Village Board Meeting Minutes**
- 6.2 Approval of the October 9, 2023, Committee of the Whole Meeting Minutes**
- 6.3 Approval of an Ordinance Regarding Sign Variances from Title 12 (Sign Control), Section 12-9-1 (Table 1) of the Lincolnshire Village Code in the Office/Industrial Sign District (500 Tower Parkway – Carl A. Haas Automobile Imports/Newman Haas Racing)**
- 6.4 Approval of a Contract with the Lowest Responsible Bidder, Yellowstone Landscape of Wauconda, Illinois for Contractual Tree Acquisition and Planting (Village of Lincolnshire)**
- 6.5 Approval of a Contract with the Lowest Responsible Bidder, McCloud Aquatics of Elburn, Illinois for Contractual Pond Maintenance and Weed Control Services at Village Owned Ponds (Village of Lincolnshire)**
- 6.6 Approval of a Village Fee Waiver per Title 5 (Building Regulations), Chapter 3 (Building Fees and Charges) of the Lincolnshire Village Code (625 Barclay Boulevard – Willow Creek Community Church)**

Trustee Wright moved, and Trustee Raizin seconded the motion to approve the Consent Agenda as presented. The roll call vote was as follows:

Aye: Wright, Raizin, Kelly, Mitchell, Pantelis
Nay: None
Absent: Grujanac
Abstain: None

Mayor Brandt declared the motion carried.

7.0 ITEMS OF GENERAL BUSINESS

7.1 Planning, Zoning & Land Use

7.2 Finance and Administration

7.21 Consideration of a Contract Award for Various Non-Franchise Municipal Accounts (Village of Lincolnshire)

Village Manager Burke provided a summary of the recommended contract award for non-franchise municipal electric accounts with Constellation Energy. The consultant recommends a 3-year agreement due to the unpredictability of international affairs, commodities markets, and energy pricing.

Trustee Mitchell asked who our consultant is. Village Manager Burke stated our consultant is Sartori Energy. This is a consulting firm that has been working with the Metropolitan Mayor's Caucus, and they represent a number of communities bidding out their non-franchise accounts.

A conversation regarding the price increase and rates followed. Village

Manager Burke noted while the natural gas rates have gone up and come back down over the last 36 months, they have been much higher than what the Village achieved in our current 36-month contract. Village Manager Burke noted electricity markets typically mirror the natural gas markets which have recently been impacted by events in Europe and the war in Ukraine.

Trustee Kelly asked what the budget impact will be. Village Manager Burke noted we are looking at an annual impact of about \$15,000 year over year for the next three years.

Trustee Wright moved, and Trustee Raizin seconded the motion to approve a contract award for various non-franchise municipal accounts as presented. The roll call vote was as follows:

Aye: Wright, Raizin, Kelly, Mitchell, Pantelis
Nay: None
Absent: Grujanac
Abstain: None

Mayor Brandt declared the motion carried.

- 7.3 Public Work**
- 7.4 Police**
- 7.5 Parks and Recreation**
- 7.6 Judiciary and Personnel**

- 8.0 REPORTS OF SPECIAL COMMITTEES**
- 9.0 UNFINISHED BUSINESS**
- 10.0 NEW BUSINESS**
- 11.0 EXECUTIVE SESSION**
- 12.0 ADJOURNMENT**

Trustee Kelly moved, and Trustee Wright seconded the motion to adjourn. The voice vote was unanimous, and Mayor Brandt declared the meeting adjourned at 7:24 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk



VILLAGE OF LINCOLNSHIRE

MINUTES COMMITTEE OF THE WHOLE MEETING October 23, 2023

Present:

- | | |
|---|---|
| Mayor Brandt | Trustee Grujanac |
| Trustee Kelly | Trustee Mitchell |
| Trustee Pantelis | Trustee Raizin |
| Trustee Wright | Village Clerk Mastandrea |
| Village Attorney Simon | Village Manager Burke |
| Village Treasurer/Finance Director Rossi | Chief of Police Leonas |
| Public Works Director Woodbury | Assistant Village Manager/Community & Economic Development Director Roesler |
| Planning & Development Manager Zozulya | Assistant Public Works Director/Village Engineer Dittrich |
| Utilities Superintendent Geib | Management Analyst McLaughlin |

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:25 p.m., and Village Clerk Mastandrea called the roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Planning, Zoning, and Land Use

2.11 Consideration of an Ordinance Regarding a Text Amendment to Title 6 (Zoning), Chapter 2 (Zoning Definitions), Chapter 3 (General Zoning Regulations), Chapter 5 (Residence Districts), and Chapter 13 (Nonconforming Uses, Structures & Lots) of the Lincolnshire Village Code (Village of Lincolnshire)

Planning & Development Manager Zozulya summarized the Ordinance regarding a Text Amendment to Title 6 (Zoning), Chapter 2 (Zoning Definitions), Chapter 3 (General Zoning Regulations), Chapter 5 (Residence Districts), and Chapter 13 (Nonconforming Uses, Structures & Lots) of the Lincolnshire Village Code. The Zoning Board requested staff relay they believe these rental regulations are appropriate as proposed by staff and as previously discussed, with the Village Board. The Zoning Board requested Village Board consideration for one single lease as well as the ability for the property owner's family to remain in the house with any tenant or tenants under that one lease. The Zoning Board emphasized the importance of maintaining a single housekeeping unit for any lease arrangement, to prevent lodging house situations where tenants are strangers.

Trustee Raizin asked how this would apply to someone living in a garage.

Village Attorney Simon stated this would depend on how the garage was converted, and if the person is not part of the same housekeeping

unit, then that would be like a lodging room and not be allowed. But if it is just another bedroom, and the person is joining the housekeeping unit by taking part in shared activities or responsibilities with the rest of the family, that would be allowed. Village Attorney Simon noted there could not be two separate mailboxes on the house or two separate utility accounts.

Trustee Mitchell asked how the requirement of the home as a single housekeeping unit can be monitored. Village Attorney Simon stated it would be monitored if a complaint was made and an investigation was carried out. Trustee Mitchell asked how the Village would investigate this type of complaint. Village Manager Burke stated staff would work with local utilities to determine if there was separate metering done without a building permit, and possibly look at water usage information, or parking issues, but it would be complaint-driven.

A conversation regarding violations and enforcement followed.

Trustee Mitchell asked if the residents had to be related. Village Attorney Simon stated under the Fair Housing Act, the Village cannot regulate home occupancy based on familial relationships. Courts state that single-family zoning does not literally mean single family; it means any housekeeping unit that simulates the functions of a single family, and so we use the phrase “single housekeeping unit.”

Trustee Mitchell asked if there are limitations to the number of people that can be in a structure. Village Attorney Simons noted the International Building Code places limits on how many people can live in a house based on square footage within a structure.

Assistant Village Manager/Community & Economic Development (CED) Director Roesler stated the text amendments being proposed would help regulate cases where egregious instances of single-family zoned properties are not being used in keeping with the character of single-family neighborhoods or single housekeeping units.

A conversation regarding only one lease per homeowner followed.

Trustee Mitchell asked if the proposed rules are based on what other villages have done related to these types of scenarios. Planning & Development Manager Zozulya confirmed staff has done research with village survey data from surrounding communities.

Trustee Kelly noted the Zoning Board spent a lot of time and effort on this matter and was very thorough in their review and arriving at this recommendation.

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

2.2 Finance and Administration

2.3 Public Works

2.31 Approval of a Contract with Petroleum Technologies Equipment

of Lyons, IL for 45 Londonderry Underground Storage Tank Removal Project in an Amount not to Exceed \$33,945.00 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a contract with Petroleum Technologies Equipment of Lyons, IL for 45 Londonderry Underground Storage Tank Removal Project in an Amount not to Exceed \$33,945.00.

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

2.32 Approval of a bid to Martam Construction at a Cost not to Exceed \$679,185.00 for the rehabilitation of Old Mill Commons Lift Station (Village of Lincolnshire)

Utilities Superintendent Geib provided information regarding a bid to Martam Construction at a cost not to exceed \$679,185 for the rehabilitation of the Old Mill Commons lift station noting this was originally bid in the spring, and the Village did not receive any bids. Utility Superintendent Geib noted staff worked with the consulting engineers to review the bid specification and then went back out to bid this fall, and two bids were received.

Utilities Superintendent Geib provided a presentation including information on lift stations; Old Mill Commons lift station current conditions; lift station rehabilitation cost factors; and reasons for turn-key rehabilitation proposed for Old Mill Commons. Utility Superintendent Geib noted the area served by the Old Mills lift station and noted safety concerns and other issues to be addressed via the proposed rehabilitation project.

A conversation regarding the corrosion and sandblasting of the wet well followed.

Trustee Mitchell asked why we are not replacing the lift station since the current one is past its average life. Utilities Superintendent Geib noted the Village gets to the same end result with rehabilitation as opposed to building new but at a significantly lower cost. Staff spent time comparing a new lift station versus rehabilitation and determined that either approach produced the same outcome. Utility Superintendent Geib noted the Village can expect 35 to 40 years of life out of this rehabilitation. He noted the epoxy coating technology that has come so far, and the planned approach will provide the well with the structural integrity needed. All the other components inside the pumps will be new.

Utilities Superintendent Geib continued his presentation with an explanation of upgrades and replacement to the electrical cabinet, electrical control system, and the time frame for the new equipment.

Trustee Kelly asked about the differences in the costs between the two bidders and asked if this was usual. Assistant Public Works

Director/Village Engineer Dittrich stated this goes back to how the contractor wants to make their money. Village Manager Burke added staff rely on the consulting engineer to affirm the pricing based on what they know of the industry and the market rate for this type of work. Utilities Superintendent Geib added the consulting engineer also investigated contractor reputations.

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 NEW BUSINESS

4.0 EXECUTIVE SESSION

5.0 ADJOURNMENT

Trustee Raizin moved, and Trustee Pantelis seconded the motion to adjourn. The voice vote was unanimous, and Mayor Brandt declared the meeting adjourned at 8:11 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk



VILLAGE OF LINCOLNSHIRE

MINUTES SPECIAL COMMITTEE OF THE WHOLE October 25, 2023

Present:

- | | |
|--|---|
| Mayor Brandt | Trustee Grujanac |
| Trustee Kelly | Trustee Mitchell |
| Trustee Pantelis | Trustee Raizin |
| Trustee Wright | Village Clerk Mastandrea |
| Village Manager Burke | Village Treasurer/Finance Director Rossi |
| Assistant Village Manager/Community & Economic Development Roesler | Public Works Director Woodbury |
| Police Chief Leonas | Deputy Chief Covelli |
| Commander Watson | Assistant Public Works Director/Village Engineer Dittrich |
| Utilities Superintendent Geib | |

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 6:05 p.m., and Village Manager Burke called the roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Finance and Administration

2.11 Fiscal Year 2024 Budget Workshop

Village Manager Burke provided an overview of the presentation for the evening and topics to cover.

Village Treasurer/Finance Director Rossi reviewed Village financial policies and stated all financial policies set by the Village Board are met within the proposed budget.

Village Manager Burke reviewed the Compensation Plan, specifically how increases are provided for employees who fall outside the minimum of their position salary range.

• **General Fund - Revenues & Expenditures**

FY 2024 General Fund reflects \$14,066,437 in revenue and \$12,561,532 in expenditures (excluding transfers).

Village Treasurer/Finance Director Rossi explained the FY 2024 General Fund revenues are budgeted higher than FY 2023 due to several tax revenue sources continuing to perform better as the fiscal impacts of the COVID-19 pandemic subside.

Trustee Mitchell asked for clarification regarding inter-fund transfers. Village Manager Burke and Village Treasurer/Finance Director Rossi explained the process for transfers between the General Fund and General Capital Fund, in that these transfers occur based on the ability

to meet Village financial policies, performance of General Fund revenues, and ability to execute on General Capital Fund projects.

Mayor Brandt clarified for trustees the assumptions within the FY 2024 Budget include raising the hotel tax from 5% to 6% as of July 1, 2024, and increasing the property tax rate from .250 to .320. Mayor Brandt explained the advantage of property taxes as a source of revenue due to predictability, rather than elastic taxes such as sales tax and food & beverage tax.

Trustee Raizin asked for an explanation regarding home-rule sales tax. Village Manager Burke explained this revenue is derived from home-rule communities' ability to adopt a locally-administered sales tax, in addition to the 1% sales tax remitted by the Illinois Department of Revenue. Discussion ensued regarding the history of the Village's home-rule sales tax rate, as well as Lincolnshire's comparison to surrounding communities.

Trustee Wright asked when the hotel tax projections were last updated for the end of 2023. Village Treasurer/Finance Director Rossi replied the projections were last updated in August and are still tracking in line with those projections.

Trustee Mitchell asked about property taxes as a percentage of total revenues. Village Treasurer/Finance Director Rossi stated property taxes comprise approximately 16% of the Village's revenue budget.

Village Manager Burke continued the presentation and reiterated the budgetary assumptions include raising the hotel tax from 5% to 6% as of July 1, 2024, and increasing the property tax rate from .250 to .320. For a \$750,000 home (the average sales price in Lincolnshire in 2024), this would result in a \$500,000 increase if the new tax rate is approved. For a \$450,000 home (the general assessment for condominiums throughout Lincolnshire), this would result in a \$100 increase.

Mayor Brandt informed trustees the Village has held property tax rate flat or close to flat for many years and is the lowest municipal tax rate for Lake County municipalities with a property tax rate. Mayor Brandt opined the Village needs to evaluate how to make up lost revenue due to the COVID-19 pandemic. Discussion ensued regarding revenue reductions, lost revenue sources, and increasing commodities costs. Village Manager Burke commended the Board for their commitment to executing capital projects over the last several years.

Trustee Kelly asked if storm water grants were contemplated in the proposed budget, and if receiving the grants would reduce the burden on the General Fund and subsidize capital projects costs. Village Treasurer/Finance Director Rossi stated the grant awards are built into the FY 2024 budget, these are one-time revenues and would not make a large impact on the General Fund's subsidy of the General Capital Fund.

Discussion ensued regarding staff’s recommended increases to tax rates and advantages to funding operations and capital in the forthcoming years.

Village Treasurer/Finance Director Rossi provided historical context about revenues for taxes, the General Fund, and the General Capital Fund. Village Manager Burke noted the major change in operational expenses for the FY 2024 Budget reflects allocating all employee insurance costs within their respective department’s budget, rather than the Insurance & Common budget. Village Manager Burke, Village Treasurer/Finance Director Rossi, Commander Covelli, Assistant Village Manager/Community & Economic Development (CED) Roesler, and Public Works Director Woodbury provided historical context about expenditures and FY 2024 department-specific goals for Administration, Finance, Community & Economic Development, Public Works, and Police Departments, as well as Insurance & Common. Trustee Raizin asked what the parks safety assessment plan goal for the Public Works Department included. Public Works Director Woodbury stated all equipment, landscaping, and lighting will be evaluated.

- **Water & Sanitary Sewer Fund Revenues & Expenditures**

Village Manager Burke reviewed the Water Supply Agreement with the City of Highland Park and the Village’s contractual commitment to this supply through 2032. Lincolnshire has an agreement with Highland Park until 2032, and Highland Park independently sets the rate at which water is charged. Lincolnshire does not have input in the rate increases and cannot terminate the agreement early. Lincolnshire has an agreement with Lake County for sewer treatment. Village Manager Burke reviewed water rate history and projected rate increases, including the proposed 10% increase in FY 2024.

Revenues will increase to \$5,805,500 in the FY 2024 Budget. Expenditures will increase to \$5,716,645 in the FY 2024 Budget.

Discussion ensued regarding operating surpluses and deficits under different rate scenarios, as well as a potential rationale for Highland Park’s rate increases.

Utilities Superintendent Geib reviewed the goals for the Water & Sanitary Sewer Administration and Operations departments, and Village Treasurer/Finance Director Rossi reviewed the proposed budgets.

- **Other Funds**

- **Motor Fuel Tax**

- FY 2024 reflects \$327,000 in revenue. The entirety of the roadway resurfacing expenditures are funded through this tax.

- **Vehicle Maintenance Fund**

- FY 2024 reflects \$482,195 in revenue (i.e., inter-fund transfers) and \$482,195 in expenditures.

- **E-911 Fund**
 - Revenue is reflected at \$386,500, and expenditures are reflected at \$424,000 Dispatch services through the Village of Deerfield and STARCOM radio expenditures are funded through this Fund in FY 2024. New radios will be purchased in 2024.
- **Park Development Fund**
 - Due to a lack of new residential development expected in 2024, minimal revenue is expected in this Fund.
- **Special Service Area (SSA) Sedgebrook**
 - FY 2024 reflects \$1,185,308 in revenue and \$1,172,600 in expenses.

Storm Sewer Fund Revenues & Expenditures

FY 2024 reflects \$1,365,000 in revenue and \$224,025 in operational expenses.

Alternative Revenue Sources – Hotel Tax

Trustee Mitchell asked the reason for delaying the increase from 5% to 6% until July 1. Village Manager Burke explained this gives hotels time to build the increase into their respective budgets.

At 7:52 p.m., the Board recessed. The meeting reconvened at 8 p.m.

● **General Fund Capital Projects/Expenditures**

Village Manager Burke noted the Dukes/Anglican/Brunswick Water Main Capital Request Form was excluded from the printed budget documents and distributed those sheets.

General Capital Fund revenues reflected in FY 2024 are \$567,000, and expenses are reflected at \$2,365,300.

Public Works Director Woodbury and Assistant Public Works Director/Village Engineer Dittrich provided an explanation for all capital projects proposed in the FY 2024 General Capital Fund, including Facilities, Equipment, Furniture & Fixtures, Storm Sewer & Water, Parks, Roadways, Vehicles, and Miscellaneous Capital projects.

Trustee Kelly asked about underground storage tanks and standards the Village must meet for maintenance and insurability.

Discussion ensued regarding pedestrian crossing improvements between North and South Village Green, as well as potential reasons for the delay in the new vehicle orders and delivery.

● **Water & Sanitary Sewer Improvement Fund Capital Projects**

Water & Sanitary Sewer Capital Projects reflects a revenue of \$2,455,000 and expenditures of \$2,626,250.

Utilities Superintendent Geib explained the proposed Water & Sewer capital projects proposed in FY 2024.

- **Storm Sewer Improvement Fund Capital Projects**
Storm Sewer Capital Projects reflects a revenue of \$2,510,000 and expenditures of \$5,710,000.

Assistant Public Works Director/Village Engineer Dittrich provided an explanation of all proposed Water & Sewer capital projects proposed in FY 2024.

Discussion ensued regarding trustees' comfort with the proposed property tax rate increase, as well as water and sewer rate increases. The Board directed staff to gather additional data to ensure comparable comparisons to other communities' taxes and fees. It was the consensus of the Board to discuss these items during a future Committee of the Whole meeting.

3.0 ADJOURNMENT

Trustee Wright moved, and Trustee Mitchell seconded the motion to adjourn. The voice vote was unanimous, and Mayor Brandt declared the meeting adjourned at 9:02 p.m.