



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, September 9, 2019**

Present:

Mayor Brandt	Trustee Harms Muth
Trustee Grujanac	Trustee Hancock
Trustee Leider	Trustee Pantelis
Trustee Raizin	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Finance Director/Treasurer Peterson	Public Works Director Woodbury
Chief of Police Leonas	Assistant Village Manager/Community & Economic Development Director Gilbertson
Planning & Development Manager Zozulya	
Assistant Public Works Director/Village Engineer Dittrich	

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:16 p.m., and Village Clerk Mastandrea called the Roll.

2.0 ITEMS OF GENERAL BUSINESS

2.21 Consideration and Discussion of Requests from Citizens and Village Organizations Regarding Proposed Fiscal Year 2020 Budget (Village of Lincolnshire)

Mayor Brandt moved Item 2.21 up on the agenda.

Village Manager Burke noted annually Village staff sends out letters to various Village clubs and organizations to solicit requests from citizens and Village organizations regarding the proposed fiscal year budget. Village Manager Burke noted as of this date, staff has not received any requests from clubs or organizations other than 1 email from a resident asking for consideration regarding some detention pond work related to the Lincolnshire Forest subdivision. Village Manager Burke noted the detention pond referenced in this request is situated is on private property and is not the responsibility of the Village. Village Manager Burke noted the resident's concerns were shared with the consultant working on the Village-wide Drainage Study, and is also being discussed with their Homeowners Association. Village Manager Burke noted the Garden Club asked about the process, but staff did not receive a formal request from them.

Mayor Brandt opened up discussions to the public regarding budget items.

Mr. Jerry Goldman, resident at 405 Village Green, Unit 201 noted concern regarding the deterioration of the pavers at Village Green with the hope the Board will do something about replacing them.

Mayor Brandt stated she has received other concerns regarding the pavers at Village Green, and as a result she and Village Manager Burke have a meeting with Village Green representatives on September 26 to discuss this issue.

2.1 Planning, Zoning and Land Use

2.11 Consideration of Courtesy Presentation Regarding Directional Sign Variations and New Ground Identification Sign Design Review (Adlai E. Stevenson High School District 125 – 1 Stevenson Drive)

Planning & Development Manager Zozulya provided a summary of a courtesy presentation regarding directional sign variations and new ground identification sign design review for Adlai E. Stevenson High School. Village code does not require preliminary evaluation at the Village Board for sign variances. However, School District 125 requested an opportunity to make a courtesy presentation to the Village Board prior to proceeding to the Architectural Review Board (ARB) to obtain the ARB's recommendation. As with other variance requests, the Village Board will have final approval authority over this request, subject to the ARB's recommendation.

Sean Carney, Superintendent for Business Services at Stevenson High School provided a courtesy presentation regarding directional sign variations and new ground identification sign design review for Stevenson High School. Mr. Carney thanked Planning & Development Manager Zozulya who helped with the project and all Village staff throughout Lincolnshire's organization Stevenson High School has a great working relationship with.

Mayor Brandt asked when they would like to have the signs installed. Mr. Carney stated, if approved in October, the goal for installation would be October or November.

Trustee Raizin asked if they are looking for the variation in the size of the signs to improve legibility. Mr. Carney stated the increase in size is to make the signs clearer and easier to read.

The general consensus of the Village Board was in favor of the proposed signs.

2.12 New Medical Office Building – 231 Olde Half Day Road (Alexander and Julia Katsnelson)

(A) Consideration of Exterior Architectural Design of a Proposed New Medical Building per Section 6-14-4-E of the Lincolnshire Village Code (Site Plan,

Building Design, and Landscape Plan)

(B) Consideration of a Resolution Approving a Plat of Dedication for Right-of-Way and Plat of Easement for Public Utilities and Drainage for 231 Olde Half Day Road

Assistant Village Manager/Community & Economic Development (CED) Director Gilbertson provided background and summary of the proposed exterior architectural design of a proposed new medical building, resolution approving a Plat of Dedication for right-of-way, Plat of Easement for public utilities, and drainage for 231 Olde Half Day Road. Assistant Village Manager/CED Director Gilbertson noted the plans for this development have been reviewed by the Architectural Review Board (ARB). Assistant Village Manager/CED Director Gilbertson shared a drone video showing current state of the site.

Doctors Alexander and Julia Katsnelson provided a presentation regarding the exterior architectural design of the proposed new medical building for 231 Olde Half Day Road. The presentation included benefits to the Village, plans to demolish the old building and the design of the building structure. The petitioner reviewed a summary of past meetings, proposed plans for the new building which included suggested changes by the ARB, and proposed landscaping. Doctor Alexander Katsnelson thanked staff, and Doctor Julia Katsnelson thanked the ARB for the suggestions.

Village Attorney Simon informed the petitioners the state law has changed regarding fines for parking in handicapped parking from \$100 to \$250 since the plans in their presentation had the expired amount.

Trustee Leider asked if they could show what the back of the building would look like relative to the school and what the school view of the proposed building would look like. Ms. Deborah Fox with Gensburg Architects, LTD, representative for the Katsnelson's showed elevation renderings of the east and north elevations. Trustee Leider asked what type of separation there would be between the medical office site and Half Day School. Ms. Fox noted a fence and vegetation would separate the building from the school site. Trustee Leider asked what the height of the fence will be and suggested it be big enough to separate the school site. Ms. Fox stated she did not have the fence height but would find out. Mayor Brandt suggested the plans be shared with the school.

A conversation regarding possible names for the practices followed. Assistant Village Manager/CED Director Gilbertson stated since they will have two separate practices, it will be treated as a multi-use building which will allow for a larger sign.

Trustee Pantelis asked when they anticipate breaking ground. Doctor

Alexander Katsnelson stated they recently acquired the property and have already applied for a demolition permit.

Doctor Alexander Katsnelson noted he has met with the school and sent preliminary plans to them, they are in approval with what has been sent to them thus far, and he will share the revised plans with them.

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 Public Works

2.31 Consideration of Approval of an Agreement with the Illinois Department of Transportation (IDOT) for Stage 3 Improvements for the Illinois Transportation Enhancement Program (ITEP) Grant Project (Village of Lincolnshire)

2.32 Consideration of Approval of a Professional Services Agreement with Gewalt Hamilton Associates, Inc. for Phase 3 – Construction Observation Services for Stage 3 Improvements for the Illinois Transportation Enhancement Program (ITEP) Grant Project in an Amount not to Exceed \$38,771.00 (Village of Lincolnshire)

Mayor Brandt moved up items 2.31 and 2.32 on the agenda.

Assistant Public Works Director/Village Engineer Dittrich played a drone video of the corridor showing the location of the proposed path alignment while describing preservation of vegetation. Staff is planning to add more screening once the path is installed, but expenses related to vegetation and landscape screening would not be a part of the ITEP grant.

Mayor Brandt stated if this is approved, it would not be installed until spring 2020. Assistant Public Works Director/Village Engineer Dittrich stated the bid would go out in November with work to start next spring.

Trustee Raizin asked how this would affect retention and water in that area. Assistant Public Works Director/Village Engineer Dittrich noted this would be an asphalt path, and has been reviewed by Lake County Stormwater Management to ensure no adverse impacts to drainage occur as a result of this project.

A brief conversation regarding removal of 12 trees followed. It was noted 2 of these trees were already dead, and none of them are heritage trees.

Trustee Harms Muth stated there is already a bike path on the east side of Riverwoods Road and asked why there would be a need for another one on the west side. Assistant Public Works Director/Village Engineer Dittrich stated the goal of this bike path was to reduce the

need to cross Riverwoods Road; people on the west side could get to Daniel Wright without crossing Riverwoods Road. Mayor Brandt noted there have been a lot of concerns from families not wanting their children to cross Riverwoods. Manors of Whytegate communicated that a path would go in at this location.

Trustee Leider noted concern with the look of having a bike path on both sides of Riverwoods Road and asked if it is needed. Trustee Leider stated his opinion would be to improve the existing bike paths with the money planned for the proposed path. Mayor Brandt asked if the grant funds can be used other places or just for the proposed path. Assistant Public Works Director/Village Engineer Dittrich noted the grant was obtained in 2009; stage 1 was done to improve the medians; stage 2 was done to improve the area across from the Village Hall; stage 3 was going to be for wayward signage, but was converted to the proposed Riverwoods Road path. Staff worked with IDOT to get this and the sidewalk connection at Westminster approved to be funded via remaining grant funds. Both of these path sections would use up the balance of the grant because IDOT has indicated they plan to pull the grant money from the Village if the money is not allocated. Mayor Brandt asked if grant funds could be used for a potential median on Route 22 near Wood Creek Courts. Assistant Public Works Director/Village Engineer Dittrich noted IDOT has indicated that they are not going to let the Village change the scope of the proposed use of grant funds. The project presented is all the remaining grant money can be used for per IDOT approval.

Trustee Raizin asked if there would be vegetation on area between the new path and Riverwoods Road. Assistant Public Works Director/Village Engineer Dittrich showed the drone footage and noted on the proposed plan what could be done through each area.

Mayor Brandt asked if the proposed path could be narrower than 8'. Assistant Public Works Director/Village Engineer Dittrich stated 8' is as narrow as this path can go. A conversation regarding the width of the other paths and trails in Lincolnshire followed.

Trustee Pantelis asked what the obligation is to the homeowners of the Whytegate subdivision. Trustee Leider stated he did not think it was the obligation of the Village to install this path, but it would be a question for the Village attorney. Village Attorney Simon stated there are no signed agreements with the developer, but Manors of Whytegate dedicated a path easement along the frontage when they recorded the plat.

Trustee Leider reviewed the funds the Village would pay in addition to the grant for the path, and stated his opinion would be for these funds to go to something other than the proposed path.

Mayor Brandt asked what the feedback was from the residents along the route. Assistant Public Works Director/Village Engineer Dittrich noted he spoke to all the residents along the path but one and all thought the path would be a benefit. One of the residents stated they wanted staff to make sure the Village paid much attention to screening. Village Manager Burke noted the budget contemplates the use of Park Development funds for this project. Village Manager Burke noted Park Development funds must be used for park and path projects, and these are the funds that would be used to pay for the Village's portion of the proposed path. Trustee Harms Muth asked if the Park Development funds can be used to re-pave existing paths. Village Manager Burke confirmed the Park Development funds can and will be used to re-pave existing paths.

Assistant Public Works Director/Village Engineer Dittrich explained the grant process, where the Village is in the bid cycle noting the goal was to have it on the next Board meeting since this is the deadline for IDOT for the funds to be obligated in 2019. Assistant Public Works Director/Village Engineer Dittrich noted if the Village misses this bid cycle, IDOT has indicated they will pull the funds back.

Trustee Grujanac stated her opinion is that it is a safety issue but noted concern regarding the amount of money the Village will have to pay for the project and what message this would send to other residents who may not have a path.

Mayor Brandt asked staff to provide what is in the Park Development Funds and what the five year plan is for this fund.

Mr. Karnig Kerkonian, resident at 77 Lincolnshire Drive stated that he was in agreement with Trustee Leider that the path is a want not a need. Mr. Kerkonian asked how the residents along the path got a meeting with staff. Village Manager Burke stated it is a planning process, and noted the conversations about this path were originally discussed as part of the subdivision approval process. A meeting took place with individual homeowners because they would be most impacted since the lay of the proposed path would cross near their property.

Mr. Kerkonian noted concern regarding communications with the Village relative to flooding in the area of Lincolnshire Drive. Mayor Brandt provided background related to what is being done regarding flooding and how to get a meeting with staff and herself. A conversation regarding past meetings and correspondence with Mr. Kerkonian followed. Mayor Brandt provided information regarding next steps as a result of the Village-Wide Drainage Study.

A Lincolnshire resident provided some background and asked that vegetation be installed if the path moves forward to block Riverwoods

Road from his home. Assistant Public Works Director/Village Engineer Dittrich noted they would look at installing evergreens but growth may take some time. Mayor Brandt asked if tree bank money may be a possibility for use on this project and for staff to look into this as an option.

Trustee Grujanac asked staff to provide a total estimate for the project in order to make a decision.

Trustee Leider noted possible concern regarding security for a path that would have vegetation on both sides.

It was the consensus of the Board to put this on the next Regular Village Board Agenda for discussion and approval.

2.3 Finance and Administration

~~2.21 Consideration and Discussion of Requests from Citizens and Village Organizations Regarding Proposed Fiscal Year 2014 Budget (Village of Lincolnshire)~~

Mayor Brandt moved Item 2.21 up on the agenda.

2.22 Consideration and Discussion of Proposed Goals for 2020 (Village of Lincolnshire)

Village Manager Burke provided a summary of the proposed goals for 2020 which will be part of the Budget Workshop Meetings in October.

2.4 Public Works

~~2.31 Consideration of Approval of an Agreement with the Illinois Department of Transportation (IDOT) for Stage 3 Improvements for the Illinois Transportation Enhancement Program (ITEP) Grant Project (Village of Lincolnshire)~~

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Mayor Brandt moved up items 2.31 and 2.32 on the agenda.

2.33 Consideration of Awarding a Multi-Year Contract to The Mulch Center for Leaf Hauling and Disposal (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of awarding a multi-year contract to The Mulch Center for leaf hauling and disposal due to some issues with the current vendor. The bid for 2019 was cheaper than the current contractor.

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

- 2.5 Public Safety
- 2.6 Parks and Recreation
- 2.7 Judiciary and Personnel

3.0 UNFINISHED BUSINESS

4.0 NEW BUSINESS

4.1 Drainage

Ms. Teri Morris, resident at 75 Cumberland Drive provided photos to the Board of the drain inlets near her home and noted a pipe was repaired/enlarged by the baseball park to alleviate the drainage on Cumberland Drive. Ms. Morris noted concern that even though the repair took place the water is still not draining. She noted there is still water just below the drainage grates on Cumberland Drive. Village Manager Burke asked if the water running towards Wiltshire is less than what it was when this issue was previously brought up in the spring. Ms. Morris stated it is drier than it was in the past.

Trustee Harms Muth asked if there was supposed to be standing water in the pits in this location on Cumberland or in the drain that may be situated in people's yards. Assistant Public Works Director/Village Engineer Dittrich noted there are plenty of the drainage locations where it takes some time to slowly drain down and this is part of the reason for the drainage study. The repair on the pipe serving Cumberland Drive was not to solve the issue but to try and help with drainage. Staff will go to the location of concern to flush the line to ensure there is no blockage.

Ms. Morris noted concern for the coming months with the water freezing. Ms. Morris requested transparency and better communication from the Village. A conversation regarding how the berm originated followed.

5.0 EXECUTIVE SESSION

6.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 9:11 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk