



MINUTES
REGULAR VILLAGE BOARD MEETING
Monday, September 23, 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
Chief of Police Leonas	Public Works Director Woodbury
Village Treasurer/Finance Director Peterson	Assistant Village Manager/Community &
Planning & Development Manager Zozulya	Economic Development Director Gilbertson
Assistant Public Works Director/Village Engineer Dittrich	

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 – None

3.2 Village Clerk's Report – None

3.3 Village Treasurer's Report

3.31 Revenues and Expenditures for the Month of August, 2019

Village Treasurer/Finance Director Peterson noted the Revenue and Expenditure Summary is included in the Board packet; and all revenues and expenditures have been properly recorded for the month of August 2019.

3.4 Village Manager's Report

3.41 Waste Management Letter

Village Manager Burke noted staff received a letter from Waste Management regarding state law fuel tax change earlier this year. Waste Management asserting this change will result in an increase in the charges for service. Staff is in the process of working with the Solid Waste Agency of Lake County communities and had a meeting with Waste Management representatives to understand how they came up with the new calculations. Staff will update the Board accordingly.

3.42 October 15, 2019 Regular Village Board/Committee of the Whole Meetings

Village Manger Burke noted the next scheduled Regular Village Board/Committee of the Whole meetings are scheduled for Tuesday, October 15, 2019. The change in days is due to the Columbus Day holiday.

3.43 Stormwater Management Update

Village Manager Burke stated letters went out to the Lincolnshire Drive neighborhood with a series of three meetings. Meeting invites with these dates will be sent to the Board.

Mayor Brandt thanked staff for their quick and thorough response regarding the recent rain and flooding.

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on September 23, 2019 in the amount of \$506,471.69

Village Treasurer/Finance Director Peterson provided a summary of the September 23, 2019 bills prelist presented for payment with the total being \$506,471.69. The total amount is based on \$95,200 for General Fund; \$197,300 for Water & Sewer Fund; \$194,300 for Water & Sewer Improvement Fund; \$4,500 for Fraud, Alcohol, Drug Enforcement; \$3,900 for Vehicle Maintenance Fund, and \$11,300 for General Capital Fund.

Trustee Grujanac moved and Trustee Leider seconded the motion to approve the bills prelist dated September 23, 2019 as presented. The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, Hancock, and Harms Muth. NAYS: None. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried.

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

Mr. Pat O'Brien, resident at 301 Whitmore Lane noted there was a discussion at the last Committee of the Whole meeting regarding the proposed bike path along Riverwoods Road from Whytegate subdivision to Daniel Wright Junior High School. Mr. O'Brien passed out pictures showing where the trail is marked out and vegetation would be removed. Mr. O'Brien noted the recent rain events show that the proposed path location may be affected by the storm water storage area near his home.

Mayor Brandt stated as a result of the Committee of the Whole meeting some of the Board walked the area and the plan calls for planting of 20 large trees and other vegetation to assist with screening adjacent properties.

Mr. O'Brien noted the Village has a conservation area adjacent to where the vegetation is proposed to be removed, and based on the layout of where the path would go, any vegetation the Village would be installing would go into the conservation area. Mayor

Brandt stated the plan has not yet been finalized. One of the things the Trustees have asked staff is look at variations for the path location and size.

Mr. O'Brien noted concern regarding storm water flooding his property as a result of the proposed path.

Ms. Ingrid Michael, resident at 312 Briarwood Lane stated they are one of the first owners to move into Manors of Whytegate and were told in the buying process that there would be a bike path put on the west side of Riverwoods Road, a path to Whytegate Park, and footpath on the back side of Briarwood to Brampton so the subdivision could be connected to the community. Ms. Michael stated currently, communications regarding these paths have been all over the place and noted concern since the subdivision is somewhat stranded at this time with no pedestrian connections. Ms. Michael stated she is concern for her children traveling on the street. She was told this path would be installed.

Ms. Kate Harper, resident of 41 Lancaster Lane asked why the Village would budget for the path on Riverwoods Road, receive money from the state for the path, but not install it. Ms. Harper noted concern for safety for the children if the path is not put in, and stated the path would be an asset for the entire community. Mayor Brandt clarified how the grant for the path would be used along with Park Development funds; noting that Park Development funds cannot be used for purposes other than parks and recreation expenditures. Ms. Harper asked what the competition for the Park Development funds are. Mayor Brandt stated Park Development funds would be for projects the Park Board would recommend being done and one of the projects in recent considerations has been for paddle courts. Ms. Harper stated she polled the Lincolnshire Moms Facebook page to see if there was an interest for the proposed path and received at least a dozen replies in favor.

Ms. Diane Giuliani, resident at 303 Surrey Lane noted concern regarding safety issues challenging the neighbors, their children, and others. Ms. Giuliani provided examples of how unsafe Riverwoods Road can be. Ms. Giuliani recommended the Village replace old or install additional signage at the crosswalks on Riverwoods Road that state laws requires drivers stop when pedestrians are present at the crosswalks. Ms. Giuliani also recommended Police presence at intersections along Riverwoods Road during rush hour, the start of school, and the end of school for ½ hour time increments. Mayor Brandt asked if Ms. Giuliani is in favor of the proposed bike path. Ms. Giuliani stated she is in favor of the proposed bike bath. Chief of Police Leonas stated they have increased Police presence on Riverwoods Road; specifically when school starts and ends. Chief of Police stated there is a zone of compliance meaning that when there is Police presence, people comply but as soon as the Police leave, compliance stops. A conversation regarding different ways to patrol in the area followed.

6.0 PETITIONS AND COMMUNICATIONS - None

7.0 CONSENT AGENDA

7.1 Approval of September 9, 2019 Regular Village Board Meeting Minutes

7.2 Approval of September 9, 2019 Committee of the Whole Meeting Minutes

7.3 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**

7.4 Approval of a Multi-Year Contract with The Mulch Center for Leaf Hauling and Disposal (Village of Lincolnshire)

Trustee Grujanac moved and Trustee Leider seconded the motion to approve the Consent Agenda. The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, and Harms Muth. NAYS: None. ABSENT: None. ABSTAIN: Trustee Hancock. Mayor Brandt declared the motion carried.

8.0 ITEMS OF GENERAL BUSINESS

8.1 Planning, Zoning & Land Use

8.11 PUBLIC HEARING Regarding a Major Amendment to Special Use Ordinance 03-1864-41 for a Planned Unit Development for a Continuing Care Retirement Campus (Sedgebrook) to Allow Temporary Events and Mobile Food Vendors (Sedgebrook Propco SL LLC)

Mayor Brandt recessed the September 23, 2019 Regular Village Board meeting and convened the Public Hearing regarding a major amendment to Special Use Ordinance 03-1864-41 for a planned unit development for a continuing care retirement campus (Sedgebrook) to allow temporary events and mobile food vendors.

Planning & Development Manager Zozulya provided a brief summary of the request for a major amendment to Special Use Ordinance 03-1864-41 for Sedgebrook to allow temporary events and mobile food vendors. Planning & Development Manager Zozulya noted that when this was presented at the last Committee of the Whole meeting there was a question raised specifically about the food component. At that time, representatives from Sedgebrook stated there would not be any food vendors at their special events. However, since the preliminary evaluation meeting, they have reconsidered the food aspect and added this to their current request making this a two prong request. Planning & Development Manager Zozulya noted the process of the Public Hearing was followed and a comment was received from the Rivershire community inquiring about the specific location of the events on Sedgebrook property in which staff responded.

Mr. Dan Harrington, Executive Director at Sedgebrook was sworn in to the Public Hearing. Mr. Harrington provided a brief description of a proposed car show event they would like to have at Sedgebrook.

A resident at Camberley Club was sworn in to the Public Hearing and asked if there was a time limit for events if this was approved. Mr. Harrington stated the car show is planned for 10:00 a.m. – 3:00 p.m. The Camberley Club resident noted concern for other events going late into the evening. Mr. Harrington stated the residents of Sedgebrook would never have a late event.

Trustee Hancock asked if the approval would be for just the car show event. Village Attorney Simon noted Sedgebrook is requesting permission to operate temporary events which would allow for two a year. The request is also to have mobile food vendors in which there is no limit. The code limits temporary events to no later than 11:00 p.m.

Mayor Brandt noted Findings of Fact would be entered into the record.

Mayor Brandt adjourned the Public Hearing and reconvened the Regular Village Board meeting at 7:36 p.m.

8.12 Approval of an Ordinance Amending a Special Use for a Planned Unit Development for a Continuing Care Retirement Campus (Sedgebrook) to Allow Temporary Events and Mobile Food Vendors (Sedgebrook Propco SL LLC – Waiver of First Reading Requested)

Trustee Grujanac moved and Trustee Hancock seconded the motion to waive the first reading of an Ordinance Amending a Special Use for a Planned Unit Development for a Continuing Care Retirement Campus (Sedgebrook) to Allow Temporary Events and Mobile Food Vendors (Sedgebrook Propco SL LLC). The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, Hancock, and Harms Muth. NAYS: None. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried.

Trustee Grujanac moved and Trustee Hancock seconded the motion approve an Ordinance Amending a Special Use for a Planned Unit Development for a Continuing Care Retirement Campus (Sedgebrook) to Allow Temporary Events and Mobile Food Vendors (Sedgebrook Propco SL LLC). The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, Hancock, and Harms Muth. NAYS: None. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried.

8.2 Finance and Administration

8.3 Public Works

8.31 Approval of a Resolution for Maintenance of Streets and Highways by Municipality under the Illinois Highway Code – January 1, 2019 to December 31, 2019 (Village of Lincolnshire – Waiver of First Reading)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a Resolution for maintenance of streets and highways by municipality under the Illinois Highway Code – January 1, 2019 to December 31, 2019.

Trustee Grujanac moved and Trustee Leider seconded the motion to waive the first reading of a Resolution for maintenance of streets and highways by municipality under the Illinois Highway Code – January 1, 2019 to December 31, 2019. The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, Hancock, and Harms Muth. NAYS: None. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried.

Trustee Grujanac moved and Trustee Leider seconded the motion to approve a Resolution for maintenance of streets and highways by municipality under the Illinois Highway Code – January 1, 2019 to December 31, 2019. The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, Hancock, and Harms Muth. NAYS: None. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried.

8.32 Approval of a Contract for the Construction of the Village of Lincolnshire's 2019 Road and Bike Path Resurfacing Project with Builders Asphalt, Rosemont, IL in an Amount not to Exceed \$892,000.00 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a contract for the construction of the Village of Lincolnshire's 2019 road and bike path resurfacing project with Builders Asphalt, in an amount not to exceed \$892,000.00. The bids came in approximately \$100,000 over the Engineers Estimate due to the extent of hand work on the connector paths and substantial amount of drainage work on the road project which is required to be done.

Trustee Pantelis moved and Trustee Hancock seconded the motion to approve a contract for the construction of the Village of Lincolnshire's 2019 road and bike path resurfacing project with Builders Asphalt, in an amount not to exceed \$892,000.00. The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, Hancock, and Harms Muth. NAYS: None. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried.

8.33 Approval of a Professional Services Agreement with Baxter & Woodman Consulting Engineers for Phase 3 – Construction Observation Services for 2019 Road and bike Path Resurfacing Project in an Amount not to Exceed \$49,940.00 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a professional services agreement with Baxter & Woodman Consulting Engineers for phase 3 – construction observation services for 2019 road and bike path resurfacing project in an amount not to exceed \$49,940.00. Baxter & Woodman will oversee the contractor's day to day

operations, document quantities and materials, complete MFT paperwork, and be the interface between Village residents and staff for any issues or concerns that arise.

Trustee Harms Muth asked if the Village always hires a contractor to oversee these types of projects. Assistant Public Works Director/Village Engineer Dittrich confirmed the Village typically hires contractors to oversee these types of projects because the work requires someone to be onsite the entire time the contractor is onsite, and the Village does not have the staff to do this. Village Manager Burke stated this is typical for these projects not just to be sure the materials meet the bid specifications, but also to mitigate resident concerns. Trustee Harms Muth asked if it would be more beneficial for the Village to hire an employee for this type of work. Assistant Public Works Director/Village Engineer Dittrich noted hiring a contractor has been the typical course of action. Most municipalities hire consultants. Trustee Leider suggested looking at this during budgeting to see if it makes more sense to hire someone full time to manage these projects.

Trustee Hancock asked if this contract goes out to bid. Assistant Public Works Director/Village Engineer Dittrich stated construction observation is part of "Request for Qualifications" selection process which means staff selects a consultant based on their qualifications then negotiates a price. Trustee Hancock suggested getting multiple bids for this type of work. Village Attorney Simon stated engineering and architectural services are not subject to competitive bidding because the state finds that the quality of the work is more important in the first selection process. When the cost of the contract exceeds \$40,000, you have to do a qualifications based selection instead of a cost based selection. Trustee Leider suggested staff educate the Board as to what market rates are and how the Board can support staff on these decisions. Village Manager Burke stated staff would provide the Board with a report on use of professional services. Village Manager Burke noted there were multiple consultants that responded to the Request for Qualifications process and provided the background on how Baxter and Woodman was involved in the project from the beginning. Assistant Public Works Director/Village Engineer Dittrich noted there were eight consultants that responded to the Request for Qualifications.

A conversation regarding hiring someone in-house for this type of work followed. Staff would provide additional information during the budget workshop meetings.

Trustee Grujanac moved and Trustee Leider seconded the motion to approve a Professional Services Agreement with Baxter & Woodman Consulting Engineers for Phase 3 – Construction Observation Services for 2019 Road and bike Path Resurfacing Project in an Amount not to exceed \$49,940.00. The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, and Harms Muth. NAYS: Trustee

Hancock. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried.

8.34 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)

Assistant Public Works Director/Village Engineer Dittrich provided a presentation including the history, project scope, and existing path linkage system regarding an agreement with the Illinois Department of Transportation (IDOT) for Stage 3 Improvements for the Illinois Transportation Enhancement Program (ITEP) Grant Project.

Mayor Brandt asked if either of the ponds shown on the project scope have overflowed onto Riverwoods Road. Assistant Public Works Director/Village Engineer Dittrich stated there is a ditch near the roadway water overflows to. Mr. O'Brien stated in his time of living at his residence, the water has not overflowed onto the street and noted concern with the path being a barrier for the water to overflow correctly. Assistant Public Works Director/Village Engineer Dittrich stated they are working to keep the path on top of the berm.

Trustee Harms Muth asked what would happen with flooding and vegetation as a result of bringing the path further east. Assistant Public Works Director/Village Engineer Dittrich stated by bringing the path further east, more vegetation will be maintained, and it pulls the path further away from the detention basin.

A conversation regarding the new path location followed.

Assistant Public Works Director/Village Engineer Dittrich continued the presentation with funding breakdown.

Trustee Leider asked for clarification of the state money. Assistant Public Works Director/Village Engineer Dittrich stated the way the Village received approval to change how we utilize the funds was to fund a new sidewalk connecting the Homewood Suites to the Tri-State/CDW Business Park path along Westminster Way, as well as a new path connecting Whytegate Park to Daniel Wright Middle School. Village Manager Burke stated staff reached out to IDOT but has not heard back on whether or not funds would be reserved for Lincolnshire if the scope of the project should change. Trustee Leider asked if we can use the money from the state for Homewood Suites for now and break this into two stages.

Mayor Brandt provided a summary of the sidewalk connecting Homewood Suites to CDW.

Trustee Grujanac asked how Park Development Funds are used from developers. Village Manager Burke provided a summary of Park Development Funds. Trustee Grujanac stated approximately \$150,000 is coming from the Development in this area and asked what happened to the other connections for this subdivision. Assistant Public Works Director/Village Engineer Dittrich provided path linkage from the Manors of Whytegate and what was approved. A conversation regarding connecting paths to this location followed.

Mayor Brandt summarized how funding would work between the ITEP Grant, Park Development Funds, and possibly utilizing Tree Bank Funds.

Trustee Harms Muth asked if there was an update from the County regarding the fence that needs to be removed on Riverwoods Road. Village Manager Burke stated the County notified the Village that the fence needed to be moved from the right-of-way and the Board's last direction was the section south of driveway will be removed. Trustee Harms Muth noted there would be vegetation removed as a result of the County project.

Trustee Grujanac moved and Trustee Hancock seconded the motion to approve an Agreement with the Illinois Department of Transportation (IDOT) for Stage 3 Improvements for the Illinois Transportation Enhancement Program (ITEP) Grant Project. The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, Hancock, and Harms Muth. NAYS: None. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried.

8.35 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)

Trustee Grujanac stated to work closely with the neighbors regarding this project with the goal being low impact to their properties. Mayor Brandt noted staff met with other neighbors in the area and all were in favor.

Trustee Grujanac moved and Trustee Pantelis seconded the motion to approve 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. The roll call vote was as follows: AYES: Trustees Grujanac, Pantelis, Raizin, Leider, and Harms Muth. NAYS: Trustee Hancock. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried.

8.4 Police

8.5 Parks and Recreation

8.6 Judiciary and Personnel

9.0 REPORTS OF SPECIAL COMMITTEES

10.0 UNFINISHED BUSINESS

11.0 NEW BUSINESS

12.0 EXECUTIVE SESSION

13.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Leider seconded the motion to adjourn. The voice vote was unanimous and Mayor Brandt declared the meeting adjourned at 8:25 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk