



# VILLAGE OF LINCOLNSHIRE

## AGENDA REGULAR VILLAGE BOARD Virtual Meeting Monday, August 24, 2020 7:00 p.m.

*This meeting will be conducted by audio or video conference without a quorum of the public body physically present because of a disaster declaration related to COVID-19 public health concerns affecting the Village of Lincolnshire. The Mayor determined that an in-person meeting at the Village Hall with all participants is not practical or prudent because of the disaster.*

### **PUBLIC REMOTE PARTICIPATION OPTIONS**

- **View/Listen** - Watch live on Cable Channel 10 or <https://global.gotomeeting.com/join/151062269>
  - Listen live via phone 872-240-3212 (Access Code = 707-679-189).
  - Meetings posted to [www.lincolnshireil.gov/government/about/agendas-minutes-packets-video](http://www.lincolnshireil.gov/government/about/agendas-minutes-packets-video) the day after meeting.
- **Public Comment – Items Not Requiring a Public Hearing**
  - [Rules for public comment during virtual meetings](#) can be found on the Village website on the “Transparency” webpage.
  - Call 847-913-2312 to leave a voicemail message with your comment by 5:00 p.m. on Monday, August 24, 2020. For members of the public leaving voicemails, the voicemails must be:
    - Articulate and audibly comprehensible.
    - Inclusive of the commenter’s name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing.
    - No more than two minutes in length.
    - Free of any abusive or obscene language.
  - Email your comment to [VOLPublicComment@lincolnshireil.gov](mailto:VOLPublicComment@lincolnshireil.gov) by 5:00 p.m. on Monday, August 24, 2020. You may also submit a letter by dropping it off in the Village Hall vestibule or mailing it via the United States Postal Service. For members of the public submitting comment via email or letter, the written notice must be:
    - Typed or written legibly.
    - Inclusive of the commenter’s name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing.
    - No more than 200 words in length.
    - Free of any abusive or obscene language.
  - Comments received before the meeting will be read concurrent with respective agenda item. Comments may be sent to the [VOLPublicComment@lincolnshireil.gov](mailto:VOLPublicComment@lincolnshireil.gov) email address during the meeting, but it is not guaranteed they will be read until the end of the meeting.

## **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

3.31 Revenues and Expenditures for the Month of July, 2020

3.4 Village Manager's Report

### **4.0 PAYMENT OF BILLS**

4.1 Bills Presented for Payment on August 24, 2020 in the amount of  
\$925,016.66

### **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 August 10, 2020 Regular Village Board Meeting Minutes

6.2 Approval of August 10, 2020 Committee of the Whole Meeting Minutes

6.3 Approval of a Financial Services Agreement between the Village of Bannockburn and the Village of Lincolnshire (Village of Lincolnshire)

- 6.4 Approval of a Contract with Hoerr Construction at a Cost not to exceed \$107,053.00 for the 2020 Sanitary and Storm Sewer Lining Project (Village of Lincolnshire)

**7.0 ITEMS OF GENERAL BUSINESS**

7.1 Planning, Zoning & Land Use

7.2 Finance and Administration

7.21 Confirmation of Mayor's Executive Order 2020-6 (Village of Lincolnshire)

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 (None)**

**12.0 ADJOURNMENT**

*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.*



**Revenue and Expense Budget Summary**

Period Ending: 07/31/2020  
Fiscal Year: 2020

	2019 Year-To-Date			2020 Year-To-Date		
	Revenue	Expense	OVER/(UNDER)	REVENUE	EXPENSE	OVER/(UNDER)
<b>GENERAL FUND</b>						
Revenue	7,243,291			6,221,048		
Administration		187,287			222,171	
Finance		203,416			218,150	
Police		1,942,871			2,055,916	
Community & Economic Dev.		514,178			480,022	
Insurance / Common		1,002,394			1,021,578	
PW: Administration		165,462			149,381	
PW: Streets & Storm Water		738,764			683,519	
PW: Forestry & Parks		834,684			703,565	
PW: Facilities		113,642			108,030	
Debt & Transfers		-			-	
<b>TOTAL GENERAL FUND</b>	<b>\$ 7,243,291</b>	<b>\$ 5,702,698</b>	<b>\$ 1,540,593</b>	<b>\$ 6,221,048</b>	<b>\$ 5,642,332</b>	<b>\$ 578,716</b>
<b>ENTERPRISE FUNDS</b>						
Water & Sanitary Sewer Revenue	2,721,711			2,624,952		
Water & Sanitary Sewer Administration		914,877			656,879	
Water & Sanitary Sewer Operating		2,081,944			1,856,573	
Water & Sanitary Sewer Improvements	840,606	850,419		338,918	94,076	
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 3,562,316</b>	<b>\$ 3,847,241</b>	<b>\$ (284,925)</b>	<b>\$ 2,963,870</b>	<b>\$ 2,607,528</b>	<b>\$ 356,341</b>
<b>NON-OPERATING FUNDS</b>						
Motor Fuel Tax	104,490	-	104,490	322,214	-	322,214
Fraud Alcohol Drug Enforcement	6,179	1,887	4,292	2,144	78	2,066
Vehicle Maintenance	280,998	305,545	(24,548)	296,946	288,785	8,160
Park Development	635,777	-	635,777	91,733	-	91,733
General Capital	-	515,288	(515,288)	45,975	1,183,647	(1,137,672)
<b>TOTAL NON-OPERATING FUNDS</b>	<b>\$ 1,027,444</b>	<b>\$ 822,720</b>	<b>\$ 204,724</b>	<b>\$ 759,012</b>	<b>\$ 1,472,510</b>	<b>\$ (713,498)</b>
<b>TRUST FUNDS</b>						
Police Pension Fund**	3,221,340	920,386	2,300,954	178,423	705,976	(527,553)
Sedgebrook SSA	598,375	1,152,758	(554,382)	684,858	817,256	(132,398)
<b>TOTAL TRUST FUNDS</b>	<b>\$ 3,819,715</b>	<b>\$ 2,073,143</b>	<b>\$ 1,746,572</b>	<b>\$ 863,281</b>	<b>\$ 1,523,232</b>	<b>\$ (659,951)</b>

\*\*The Police Pension amounts are as of 06/30/2020.  
The Pension Board contracts their accounting services: which sometimes results in a reporting



VILLAGE OF  
**LINCOLNSHIRE**

**Revenues and Expenses by Fund**

Period Ending **07/31/2020**  
Percent of Fiscal Year Complete **58.3%**

	Annual Budget	Year-to-Date	% Used	Significant Facts
<b>GENERAL FUND</b>				
<b>REVENUES</b>				
Taxes	11,001,000	5,312,388	48.3%	Sales Tax % of Budget 58.5% Local HR Sales Tax % of Budget 58.2% Food & Beverage % of Budget 36.2% Room & Admission % of Budget 29.7% Real Estate Transfer % of Budget 128.6%
03/17/20: Restaurants close to dine-in service 03/17/20 (re-opening anticipated 08/21/2020): Regal Lincolnshire closes 03/13/20 (re-opening anticipated 03/2021): Marriott Theater closes 05/29/20 Illinois enters Phase 3: Restaurants open for outdoor dining 06/26/20 Illinois enters Phase 4- Restaurants open for limited indoor dining				
Licenses & Fees	814,050	386,237	47.4%	Building Permit Fee Revenue \$127,492 Bldg Permits % of Licenses & Fees 33.0%
Fines & Forfeitures	234,000	107,656	46.0%	
Allotments, Grants & Reimbursements	458,000	217,753	47.5%	
Miscellaneous	87,300	23,696	27.1%	
Other Income	240,000	173,318	72.2%	03/15/20: Fed lowers rate to 0 to 1/4 percent
<b>TOTAL REVENUES</b>	<b>\$ 12,834,350</b>	<b>\$ 6,221,048</b>	<b>48.5%</b>	
<b>EXPENSES</b>				
Personnel Expenses	339,890	205,488	60.5%	
Contractual Services	3,200	-	0.0%	
Other Charges	32,100	16,683	52.0%	
<b>Administration</b>	<b>375,190</b>	<b>222,171</b>	<b>59.2%</b>	
Personnel Expenses	325,220	196,790	60.5%	
Contractual Services	22,590	21,027	93.1%	
Other Charges	4,400	332	7.5%	
<b>Finance</b>	<b>352,210</b>	<b>218,150</b>	<b>61.9%</b>	
Personnel Expenses	4,045,400	1,825,890	45.1%	
Contractual Services	163,960	73,889	45.1%	
Commodities	45,300	15,751	34.8%	
Other Charges	120,390	36,460	30.3%	
Transfers Out	178,160	103,927	58.3%	
<b>Police</b>	<b>4,553,210</b>	<b>2,055,916</b>	<b>45.2%</b>	
Personnel Expenses	509,730	314,276	61.7%	
Contractual Services	191,450	52,782	27.6%	
Other Charges	550,470	109,995	20.0%	
Transfers Out	5,090	2,969	58.3%	
<b>Community &amp; Economic Dev.</b>	<b>1,256,740</b>	<b>480,022</b>	<b>38.2%</b>	
Contractual Services	1,557,970	1,016,418	65.2%	
Commodities	13,000	3,754	28.9%	
Other Charges	70,000	1,406	2.0%	
<b>Insurance &amp; Common</b>	<b>1,640,970</b>	<b>1,021,578</b>	<b>62.3%</b>	
<b>Public Works</b>				
Personnel Expenses	222,200	135,720	61.1%	
Contractual Services	41,500	6,432	15.5%	
Other Charges	13,130	7,229	55.1%	
<b>Admin</b>	<b>276,830</b>	<b>149,381</b>	<b>54.0%</b>	
Personnel Expenses	600,100	343,534	57.2%	
Contractual Services	496,500	173,776	35.0%	
Commodities	112,800	69,405	61.5%	
Other Charges	15,830	7,718	48.8%	
Transfers Out	152,720	89,087	58.3%	
<b>Streets</b>	<b>1,377,950</b>	<b>683,519</b>	<b>49.6%</b>	
Personnel Expenses	608,400	322,262	53.0%	
Contractual Services	679,080	287,459	42.3%	Includes Insurance Covered Exp
Commodities	51,500	18,337	35.6%	
Other Charges	13,230	7,210	54.5%	
Transfers Out	117,080	68,297	58.3%	
<b>Parks &amp; Open Space</b>	<b>1,469,290</b>	<b>703,565</b>	<b>47.9%</b>	

	Annual Budget	Year-to-Date	% Used	Significant Facts
Contractual Services	139,520	91,563	65.6%	
Commodities	19,000	12,265	64.6%	
Other Charges	3,000	1,232	41.1%	
Transfers Out	5,090	2,969	58.3%	
<b>Buildings &amp; Grounds</b>	<b>166,610</b>	<b>108,030</b>	<b>64.8%</b>	
Transfers Out	1,326,180	-	0.0%	
<b>Debt &amp; Transfers</b>	<b>1,326,180</b>	<b>-</b>	<b>0.0%</b>	
<b>TOTAL EXPENSES</b>	<b>\$ 12,795,180</b>	<b>\$ 5,642,332</b>	<b>44.1%</b>	
<b><u>WATER &amp; SEWER FUND</u></b>				
<b><u>REVENUES</u></b>				
Licenses & Fees	5,243,300	2,617,510	49.9%	
Miscellaneous Revenue	12,000	6,278	52.3%	
Other Income	5,000	1,164	23.3%	
<b>TOTAL REVENUES</b>	<b>\$ 5,260,300</b>	<b>\$ 2,624,952</b>	<b>49.9%</b>	03/15/20: Fed lowers rate to 0 to 1/4 percent
<b><u>EXPENSES</u></b>				
Personnel Expenses	274,060	167,314	61.1%	
Contractual Services	245,830	181,445	73.8%	
Commodities	1,440	417	29.0%	
Other Charges	2,320	1,356	58.5%	
Other Expenses	-	2	0.0%	
Transfers Out	408,460	306,345	75.0%	
<b>Administration</b>	<b>932,110</b>	<b>656,879</b>	<b>70.5%</b>	
Personnel Expenses	565,200	356,830	63.1%	
Contractual Services	3,590,930	1,430,545	39.8%	
Commodities	27,950	22,300	79.8%	
Other Charges	34,550	17,201	49.8%	
Transfers Out	50,910	29,698	58.3%	
<b>Operating</b>	<b>4,269,540</b>	<b>1,856,573</b>	<b>43.5%</b>	
<b>TOTAL EXPENSES</b>	<b>\$ 5,201,650</b>	<b>\$ 2,513,452</b>	<b>48.3%</b>	
<b><u>WATER &amp; SEWER IMPROVEMENT FUND</u></b>				
<b><u>REVENUES</u></b>				
Licenses & Fees	200,000	31,217	15.6%	
Miscellaneous Revenue	-	-	0.0%	
Other Income	7,000	1,357	19.4%	
Transfers	2,940,710	306,345	10.4%	
<b>TOTAL REVENUES</b>	<b>\$ 3,147,710</b>	<b>\$ 338,918</b>	<b>10.8%</b>	03/15/20: Fed lowers rate to 0 to 1/4 percent
<b><u>EXPENSES</u></b>				
Capital Outlay	3,138,000	94,076	3.0%	
<b>TOTAL EXPENSES</b>	<b>\$ 3,138,000</b>	<b>\$ 94,076</b>	<b>3.0%</b>	
<b><u>MOTOR FUEL TAX FUND</u></b>				
<b><u>REVENUES</u></b>				
Allotments, Grants & Reimbursements	184,000	321,837	174.9%	includes Rebuild Illinois Grant Revenue
Other Income	1,000	378	37.8%	03/15/20: Fed lowers rate to 0 to 1/4 percent
<b>TOTAL REVENUES</b>	<b>\$ 185,000</b>	<b>\$ 322,214</b>	<b>174.2%</b>	
<b><u>EXPENSES</u></b>				
Capital Projects	-	-	0.0%	
<b>TOTAL EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	
<b><u>FRAUD, ALCOHOL &amp; DRUG ENFORCEMENT FUND</u></b>				
<b><u>REVENUES</u></b>				
Other Income	-	2,144	0.0%	
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 2,144</b>	<b>0.0%</b>	
<b><u>EXPENSES</u></b>				
Other Charges	11,990	78	0.7%	
Transfers	50,000	-	0.0%	
<b>TOTAL EXPENSES</b>	<b>\$ 61,990</b>	<b>\$ 78</b>	<b>0.1%</b>	

Annual Budget	Year-to-Date	% Used	Significant Facts
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**VEHICLE MAINTENANCE FUND**

**REVENUES**

Transfers	509,050	296,946	58.3%
<b>TOTAL REVENUES</b>	<b>\$ 509,050</b>	<b>\$ 296,946</b>	<b>58.3%</b>

**EXPENSES**

Personnel Expenses	203,100	120,785	59.5%
Contractual Services	162,400	90,706	55.9%
Commodities	134,800	73,981	54.9%
Other Charges	8,750	3,313	37.9%
<b>TOTAL EXPENSES</b>	<b>\$ 509,050</b>	<b>\$ 288,785</b>	<b>56.7%</b>

**PARK DEVELOPMENT FUND**

**REVENUES**

Other Income	178,170	91,733	51.5%	03/15/20: Fed lowers rate to 0 to 1/4 percent
<b>TOTAL REVENUES</b>	<b>\$ 178,170</b>	<b>\$ 91,733</b>	<b>51.5%</b>	

**EXPENSES**

Other Charges	-	-	0.0%
Transfers	1,044,000	-	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 1,044,000</b>	<b>\$ -</b>	<b>0.0%</b>

**GENERAL CAPITAL**

**REVENUES**

Grants	-	5,175	0.0%
Other Income	917,740	40,800	4.4%
Transfers In	(112,070)	-	0.0%
<b>TOTAL REVENUES</b>	<b>\$ 805,670</b>	<b>\$ 45,975</b>	<b>5.7%</b>

**EXPENSES**

Facilities	797,500	199,322	25.0%
Equipment	144,500	116,571	80.7%
Furniture & Fixtures	-	-	0.0%
Storm Sewer & Water	520,000	60,882	11.7%
Parks	1,534,500	296,597	19.3%
Roadways	1,392,500	510,276	36.6%
Vehicles	150,000	-	0.0%
Miscellaneous Capital	7,500	-	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 4,546,500</b>	<b>\$ 1,183,647</b>	<b>26.0%</b>

**POLICE PENSION FUND\*\***

**REVENUES**

Taxes	959,500	397,549	41.4%	Property Taxes
Miscellaneous Revenue	254,300	125,076	49.2%	
Other Income	489,000	(344,202)	-70.4%	Investment Income (03/15/20: Fed lowers rate)
<b>TOTAL REVENUES</b>	<b>\$ 1,702,800</b>	<b>\$ 178,423</b>	<b>10.5%</b>	

**EXPENSES**

Contractual Services	95,800	49,263	51.4%
Other Charges	7,000	-	0.0%
Other Charges	1,600,000	656,713	41.0%
<b>TOTAL EXPENSES</b>	<b>\$ 1,702,800</b>	<b>\$ 705,976</b>	<b>41.5%</b>

\*\*The Police Pension amounts are as of 06/30/2020.

The Pension Board contracts their accounting services; which sometimes results in a reporting delay.

**SEDGEBROOK SSA**

**REVENUES**

Taxes	1,159,690	673,851	58.1%
Other Income	21,000	11,007	52.4%
<b>TOTAL REVENUES</b>	<b>\$ 1,180,690</b>	<b>\$ 684,858</b>	<b>58.0%</b>

Interest Income (03/15/20: Fed lowers rate to

**EXPENSES**

Contractual Services	16,620	225	1.4%
Capital Outlay	1,164,070	817,031	70.2%
<b>TOTAL EXPENSES</b>	<b>\$ 1,180,690</b>	<b>\$ 817,256</b>	<b>69.2%</b>



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

**AGENDA ITEM 4.1**

BILLS PRESENTED FOR PAYMENT  
08/24/2020

General Fund	\$	149,367.88
Water & Sewer Fund	\$	362,145.59
Motor Fuel Tax		
Water & Sewer Improvement Fund	\$	61,936.02
Fraud, Alcohol, Drug Enforcement		
Vehicle Maintenance Fund	\$	6,049.00
Park Development Fund		
Sedgebrook SSA	\$	332,343.75
General Capital Fund	\$	13,174.42
<b>Grand Total</b>	<b>\$</b>	<b>925,016.66</b>

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Brad Burke, Village Manager

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
 INVOICE DUE DATES 08/11/2020 - 08/24/2020  
 JOURNALIZED  
 BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: A T &amp; T</b>		
148060081-08/20	08/12 - 09/11/20 NP Internet Svc	67.58
TOTAL VENDOR A T & T		67.58
<b>VENDOR NAME: ACCURATE DOCUMENT DESTRUCTION</b>		
5900095	7-9-20 Document Destruction	136.19
TOTAL VENDOR ACCURATE DOCUMENT DESTRUC		136.19
<b>VENDOR NAME: ADOBE SYSTEMS INCORPORATED</b>		
2020-08	August 2020 Creative Cloud Suite	53.11
TOTAL VENDOR ADOBE SYSTEMS INCORPORATEI		53.11
<b>VENDOR NAME: AEREX PEST CONTROL SERVICES, INC.</b>		
2351173	Pest Control Services - Public Works - Aug	55.00
2351158	Pest Control Services - Village Hall - August	55.00
TOTAL VENDOR AEREX PEST CONTROL SERVICES		110.00
<b>VENDOR NAME: AIR ONE EQUIPMENT, I</b>		
159276	Air Mask Annual Testing	201.00
TOTAL VENDOR AIR ONE EQUIPMENT, I		201.00
<b>VENDOR NAME: AL WARREN OIL COMPANY INC.</b>		
W1316476	Bulk 5W-20 Engine Oil	989.35
TOTAL VENDOR AL WARREN OIL COMPANY INC.		989.35
<b>VENDOR NAME: AMAZON.COM</b>		
1119397760312906	Sun Screen & Notebooks for PW Workers	57.18
1117602635920666	Branker Boxes for PW Document Clean-Up	77.99
1117339048372341	Ink Cartridges for North Park	139.98
114-4379208-5842	2021 Daily Planner	23.58
1113100903141703	Disinfecting Wipes for Village Hall & Public	589.90
111-6719210-1806	liquid hand soap	17.03
Refund 072220	Refund - wrong item delivered and returned	(49.18)
1112952586968025	Boot Covers for Water Department	79.96
TOTAL VENDOR AMAZON.COM		936.44
<b>VENDOR NAME: AMERICAN WELDING &amp; GAS, INC.</b>		
07260543	July Gas Cylinder Rental	125.15
TOTAL VENDOR AMERICAN WELDING & GAS, INC		125.15
<b>VENDOR NAME: ANCEL GLINK DIAMOND BUSH</b>		
77112b	BD Bond Escrow Attorney Fee_940 Milwau	881.25
77122b	BD Bond Escrow Attorney Fee_Courtyard t	176.25
2020-08	August 2020 Legal Fees	7,246.94
TOTAL VENDOR ANCEL GLINK DIAMOND BUSH		8,304.44
<b>VENDOR NAME: ARLINGTON HEIGHTS FORD</b>		
10091	Squad 1441 Alignment	148.95
TOTAL VENDOR ARLINGTON HEIGHTS FORD		148.95
<b>VENDOR NAME: ATL FIRST AID, INC</b>		
16529	First Aid Supplies - Police Department	56.78
16540	First Aid Supplies - Public Works	45.84
TOTAL VENDOR ATL FIRST AID, INC		102.62
<b>VENDOR NAME: B &amp; F CONSTRUCTION CODE SERVICES</b>		
13149	July 2020 Inspections	1,200.00

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
 INVOICE DUE DATES 08/11/2020 - 08/24/2020  
 JOURNALIZED  
 BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: B &amp; F CONSTRUCTION CODE SERVICES</b>		
	TOTAL VENDOR B & F CONSTRUCTION CODE SEF	1,200.00
<b>VENDOR NAME: BADE SUPPLY</b>		
37959	Paper Products	433.54
	TOTAL VENDOR BADE SUPPLY	433.54
<b>VENDOR NAME: BENISTAR</b>		
09012020	September 2020 O65 retiree health premit	1,023.04
	TOTAL VENDOR BENISTAR	1,023.04
<b>VENDOR NAME: BLACK DIAMOND PLUMBING &amp; MECHANICAL</b>		
597691	New Urinal in the Police Department	2,085.00
	TOTAL VENDOR BLACK DIAMOND PLUMBING & M	2,085.00
<b>VENDOR NAME: BLUE TARP FINANCIAL, INC</b>		
1628997541	Anti-Icing Tank Tax Credit	(48.02)
	TOTAL VENDOR BLUE TARP FINANCIAL, INC	(48.02)
<b>VENDOR NAME: BONTA ITALIAN MARKET</b>		
046222	Gift Card_Bonta_2020#LincolnshireStrong	100.00
	TOTAL VENDOR BONTA ITALIAN MARKET	100.00
<b>VENDOR NAME: BUCK BROS., INC.</b>		
268911	Gator #417 Replacement Windshield - Bro	517.05
	TOTAL VENDOR BUCK BROS., INC.	517.05
<b>VENDOR NAME: CALL ONE</b>		
296426	07/15/20 Monthly Phone Bill 1208882	1,481.23
307440	08/15/20 Monthly Phone Bill 1208882	538.81
	TOTAL VENDOR CALL ONE	2,020.04
<b>VENDOR NAME: CANYON CONTRACTING INC.</b>		
1526	3 Hydrant Replacements - 55 Berkshire, 4	10,014.48
1526 - 2	Sanitary Point Repairs - 359 Stafford & 21	21,787.92
	TOTAL VENDOR CANYON CONTRACTING INC.	31,802.40
<b>VENDOR NAME: CDW COMPUTER CENTERS</b>		
ZRK7227	Startech USB video capture adapter	32.72
	TOTAL VENDOR CDW COMPUTER CENTERS	32.72
<b>VENDOR NAME: CINTAS CORPORATION #47P</b>		
4058738114	Weekly Uniform Rental + NG Damaged T-9	137.16
4058098134	Weekly Uniform Rental - Public Works	108.58
	TOTAL VENDOR CINTAS CORPORATION #47P	245.74
<b>VENDOR NAME: COMCAST CABLE</b>		
Aug_Sept 2020 Cab	Aug_Sept 2020 VH Cable_8771100630002	14.75
Aug_Sep 2020 011	Aug_Sept 2020 SCADA_101 Westminster }	108.35
Aug_Sep 2020_VH	Aug_Sept 2020 VH Internet#8771100630:	496.37
	TOTAL VENDOR COMCAST CABLE	619.47
<b>VENDOR NAME: COMED</b>		
3038188003-08-20	Northampton SAN. Sump Meter 7-1-20 to	23.51
0995113016-07-20	Entry Sign @ Milwaukee & OHDR 7-1-20 to	46.74
7299013001-08-20	Farrington Pumping 7-1-20 to 7-31-20	65.22
3038275001-08-20	Whytegate Park 7-1-20 to 7-31-20	28.35

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: COMED</b>		
3168065033-08-20	Brookwood Liftstation 7-1-20 to 7-31-20	52.74
6520050011-08-20	Fallstone Pumping Meter 7-1-20 to 7-31-20	110.78
0268410000-08-20	207 Northampton Pumping 7-1-20 to 7-31-20	67.45
480164127-08-20	OHDR Bike Path Lighting 7-1-20 to 7-31-20	37.18
6123019023-08-20	Rate 25 Street Lighting 7-7-20 to 8-5-20	251.52
0777044014-08-20	Old Mill Liftstation 7-1-20 to 7-31-20	95.29
1475038068-08-20	Riverside Drive (2 Street Lights) 7-6-20 to	37.70
TOTAL VENDOR COMED		816.48
<b>VENDOR NAME: CONSTELLATION NEWENERGY, INC.</b>		
18008966901	Electric supply WSR 6-30-20 to 7-30-20	1,750.26
18021540101	Electric supply BP 7-1-20 to 7-31-20	860.99
TOTAL VENDOR CONSTELLATION NEWENERGY, INC.		2,611.25
<b>VENDOR NAME: DEERFIELD LOCKSMITH CO INC</b>		
035948	Rekey Village Hall Lock Box	197.50
TOTAL VENDOR DEERFIELD LOCKSMITH CO INC		197.50
<b>VENDOR NAME: DERO</b>		
W72273	Bike Repair Station (Sign)	54.19
TOTAL VENDOR DERO		54.19
<b>VENDOR NAME: DROPBOX</b>		
4159867057-20	Water Division Dropbox Account - Yearly F	119.88
TOTAL VENDOR DROPBOX		119.88
<b>VENDOR NAME: ENVIRONMENTAL COMMUNITY DEVELOPMENT</b>		
CE Refund B19-002	BD Bond Refund_444 Parkway Solar Panel	52.02
TOTAL VENDOR ENVIRONMENTAL COMMUNITY DEVELOPMENT		52.02
<b>VENDOR NAME: EVIDENT, INC.</b>		
158843B	Nitrile Gloves sz Medium	189.00
TOTAL VENDOR EVIDENT, INC.		189.00
<b>VENDOR NAME: EXTRA SPACE STORAGE</b>		
1003660718-08-20	Various Events - August 2020 Storage Fee	297.00
TOTAL VENDOR EXTRA SPACE STORAGE		297.00
<b>VENDOR NAME: FIORE NURSERY &amp; LANDSCAPE SUPPLY</b>		
I179847	Tree Plantings for Balzer Park	363.50
TOTAL VENDOR FIORE NURSERY & LANDSCAPE SUPPLY		363.50
<b>VENDOR NAME: FIRST AMERICAN BANK-LEGAL</b>		
CAS-572017-V2H0	Inv. Financial Crime Report 2020-2973	20.00
TOTAL VENDOR FIRST AMERICAN BANK-LEGAL		20.00
<b>VENDOR NAME: FIRST COMMUNICATIONS</b>		
120079509	07 2020- T-1 Line	281.72
TOTAL VENDOR FIRST COMMUNICATIONS		281.72
<b>VENDOR NAME: FIRST MIDWEST BANK</b>		
0720	07 2020 Lockbox Service	300.02
0620a	06 2020 Lockbox Service	108.80
TOTAL VENDOR FIRST MIDWEST BANK		408.82
<b>VENDOR NAME: FLECK'S LANDSCAPING</b>		

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: FLECK'S LANDSCAPING</b>		
2007437	Brick Paver Repair @ Bicentennial Park	10,000.00
TOTAL VENDOR FLECK'S LANDSCAPING		10,000.00
<b>VENDOR NAME: FORESTER SHOP</b>		
31466	Working Gloves for PW Maintenance Work	133.65
TOTAL VENDOR FORESTER SHOP		133.65
<b>VENDOR NAME: G. FISHER COMMERCIAL CONSTRUCTION</b>		
110352	Village Hall Brick Repairs	5,976.00
TOTAL VENDOR G. FISHER COMMERCIAL CONST		5,976.00
<b>VENDOR NAME: GARVEY'S OFFICE PRODUCTS</b>		
PINV1957425	Legal pads & post-it notes	36.62
PINV1959162	PAR Paper	136.68
TOTAL VENDOR GARVEY'S OFFICE PRODUCTS		173.30
<b>VENDOR NAME: GLOEDE JASON</b>		
CIT 07312020	Meal Reimbursement CIT training 7/27-31,	50.00
TOTAL VENDOR GLOEDE JASON		50.00
<b>VENDOR NAME: GODADDY</b>		
1727984484	2020 Premium DNS Renewal	71.76
TOTAL VENDOR GODADDY		71.76
<b>VENDOR NAME: GOVIT CONSORTIUM</b>		
2020-003	Solar Winds Annual Software Renewal	382.71
TOTAL VENDOR GOVIT CONSORTIUM		382.71
<b>VENDOR NAME: GRAINGER, INC.</b>		
9621060988	Wood Filler	159.92
9609836300	Chassis Grease Tubes	89.88
TOTAL VENDOR GRAINGER, INC.		249.80
<b>VENDOR NAME: HIGHLAND PARK, CITY OF</b>		
009348-07-20	07/2020 Water Purchase 66274 cuft Metr	182,584.87
009297-07-20	07/2020 Water Purchase 9236 cuft Metr 7	25,445.18
TOTAL VENDOR HIGHLAND PARK, CITY OF		208,030.05
<b>VENDOR NAME: INTERDEV, LLC</b>		
MSP1026935	July 2020 IT services	5,518.62
MSP1026935A	July 2020 monthly license fees	308.00
TOTAL VENDOR INTERDEV, LLC		5,826.62
<b>VENDOR NAME: IPASS</b>		
200149286156	I-Pass Replenishment	45.00
200149101569	I-PASS Replenishment	45.00
TOTAL VENDOR IPASS		90.00
<b>VENDOR NAME: IPELRA</b>		
PLRDVRSTYWRKSS	Diversity in the Workplace Webinar_B Gilb	99.00
TOTAL VENDOR IPELRA		99.00
<b>VENDOR NAME: IRC RETAIL CENTERS</b>		
08_2020	CAM Estimated Escrow Lease t0000888_Ai	3,087.34
TOTAL VENDOR IRC RETAIL CENTERS		3,087.34

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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: KLUBER ARCHITECTS + ENGINEERS</b>		
7322	Village Hall Brick Repair - Bid Support	1,575.00
TOTAL VENDOR KLUBER ARCHITECTS + ENGINEER		1,575.00
<b>VENDOR NAME: LAKE COUNTY PUBLIC WORKS</b>		
LCPW-08-20	Sanitary sewer treatment bill dates 6-16-2	125,056.25
TOTAL VENDOR LAKE COUNTY PUBLIC WORKS		125,056.25
<b>VENDOR NAME: LEXISNEXIS RISK SOLUTIONS</b>		
1217074-20200731	Jul 2020 Phone, Internet and Computer se	104.00
TOTAL VENDOR LEXISNEXIS RISK SOLUTIONS		104.00
<b>VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD</b>		
10800	Plan Review_100 Village Green_2020 Art F	180.00
10803	Plan Review_300 Tri State1/3 floor Sprinkl	330.00
10806	Plan Review_505 Milwaukee_Courtyard by	420.00
TOTAL VENDOR LINCOLNSHIRE RIVERWOODS FP		930.00
<b>VENDOR NAME: LOGMEIN</b>		
1208069815	August 2020 GoToWebinar	103.08
TOTAL VENDOR LOGMEIN		103.08
<b>VENDOR NAME: MENARDS - LONG GROVE</b>		
35675	New Hose for Tree Plantings in Parks	77.96
TOTAL VENDOR MENARDS - LONG GROVE		77.96
<b>VENDOR NAME: MENONI &amp; MOCOGNI, IN</b>		
07312020	Gravel, Storm Sewer Drainage Improveme	5,983.44
TOTAL VENDOR MENONI & MOCOGNI, IN		5,983.44
<b>VENDOR NAME: MID AMERICAN WATER OF WAUCONDA INC.</b>		
231807W	Hydrant Replacement	782.00
231905W	Hydrant Parts for Stock	713.50
TOTAL VENDOR MID AMERICAN WATER OF WAUC		1,495.50
<b>VENDOR NAME: MOTOROLA SOLUTIONS - STARCOM21</b>		
5108220200630	Aug 2020 Starcom Monthly Use	952.00
TOTAL VENDOR MOTOROLA SOLUTIONS - STARC		952.00
<b>VENDOR NAME: MUNICIPAL GIS PARTNERS, INC.</b>		
5116	GIS staffing and services for July 2020	4,176.00
TOTAL VENDOR MUNICIPAL GIS PARTNERS, INC.		4,176.00
<b>VENDOR NAME: NAMEPLATE &amp; PANEL TE</b>		
259487	Name Plate for Park	37.50
TOTAL VENDOR NAMEPLATE & PANEL TE		37.50
<b>VENDOR NAME: NATIVE RESTORATION SERVICES INC</b>		
1811327	Removal of Invasive Species in Village Nat	5,684.12
TOTAL VENDOR NATIVE RESTORATION SERVICES		5,684.12
<b>VENDOR NAME: NORTH SUBURBAN EMPLOYEE BENEFIT COO</b>		
2020-07	July 2020 Medical Insurance Premiums	88,227.56
0720D	July 2020 dental premiums	6,938.00
TOTAL VENDOR NORTH SUBURBAN EMPLOYEE BE		95,165.56

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
<b>VENDOR NAME: PARAGON MICRO INC.</b>		
910532	StarTech PCIe Serial Adapter	78.99
TOTAL VENDOR PARAGON MICRO INC.		78.99
<b>VENDOR NAME: PBA, INC./FLEXIBLE BENEFITS</b>		
131298	August 2020 FLEX record keeping	200.00
TOTAL VENDOR PBA, INC./FLEXIBLE BENEFITS		200.00
<b>VENDOR NAME: QUADIENT, INC.</b>		
57783675	Meter Rental 09/02/20 - 12/01/20	105.00
TOTAL VENDOR QUADIENT, INC.		105.00
<b>VENDOR NAME: QUILL CORPORATION</b>		
04-2896127	Water Dept. door hangers	59.99
3079876	2020 Planner for PD	12.99
TOTAL VENDOR QUILL CORPORATION		72.98
<b>VENDOR NAME: RICMAR INDUSTRIES</b>		
5098112	Sanitary Sewer Sanitizing Wipes for Water	138.00
TOTAL VENDOR RICMAR INDUSTRIES		138.00
<b>VENDOR NAME: RJN GROUP INC.</b>		
355105	2020 Sanitary Sewer Investigation and Re	40,148.10
TOTAL VENDOR RJN GROUP INC.		40,148.10
<b>VENDOR NAME: SHI INTERNATIONAL CORP</b>		
B11903763	2020 Maintenance Renewal Quest (server	1,540.00
TOTAL VENDOR SHI INTERNATIONAL CORP		1,540.00
<b>VENDOR NAME: SPRING ALIGN OF PALATINE</b>		
115876	Truck 230 Alignment	114.95
TOTAL VENDOR SPRING ALIGN OF PALATINE		114.95
<b>VENDOR NAME: STATE TREASURER</b>		
59331	Traffic signal maint. April - June 2020	8,540.64
TOTAL VENDOR STATE TREASURER		8,540.64
<b>VENDOR NAME: TRAVELERS</b>		
000581462	Deductible Youle DUI case	1,049.06
TOTAL VENDOR TRAVELERS		1,049.06
<b>VENDOR NAME: TRI-COUNTY PLUMBING INC.</b>		
14270	Brine Maker Water Supply Line Install	5,100.00
TOTAL VENDOR TRI-COUNTY PLUMBING INC.		5,100.00
<b>VENDOR NAME: US BANK- CORP TRUST</b>		
1627280	LINSSA04 Sedgbrook SSA1 Series 2004	332,343.75
TOTAL VENDOR US BANK- CORP TRUST		332,343.75
<b>VENDOR NAME: US POSTAL SERVICE</b>		
08112020	Meter Refill: POC Acct #8056513	1,000.00
TOTAL VENDOR US POSTAL SERVICE		1,000.00
<b>VENDOR NAME: USA BLUE BOOK</b>		
314595	Hydrant Flag Markers	260.67
316186	Rubber Gloves	78.38

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<b>INVOICE NUMBER</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>VENDOR NAME: USA BLUE BOOK</b>		
	TOTAL VENDOR USA BLUE BOOK	339.05
<b>VENDOR NAME: VERIZON WIRELESS</b>		
9859808911	07 2020 Cell Phone Svc	1,419.45
9859808912	07 2020 Squad Laptops	560.16
	TOTAL VENDOR VERIZON WIRELESS	1,979.61
<b>VENDOR NAME: WALMART.COM</b>		
4742035172533	(3) Phone Cases for PW Maintenance Work	44.97
	TOTAL VENDOR WALMART.COM	44.97
<b>VENDOR NAME: WEADICK BARRETT</b>		
CIT 07312020	Meal Reimbursement CIT training 7/27-31,	43.75
	TOTAL VENDOR WEADICK BARRETT	43.75
<b>VENDOR NAME: WILDFIRE</b>		
8635	Gift Card_Wildfire_2020#Lincolnshirestron	50.00
	TOTAL VENDOR WILDFIRE	50.00
<b>GRAND TOTAL:</b>		<b>925,016.66</b>



# VILLAGE OF LINCOLNSHIRE

## MINUTES REGULAR VILLAGE BOARD MEETING August 10, 2020

Present:

Mayor Brandt  
~~Trustee Hancock~~  
~~Trustee Leider~~  
Trustee Raizin  
Village Attorney Simon  
Chief of Police Leonas  
Public Works Director Woodbury

Trustee Grujanac  
Trustee Harms Muth  
Trustee Pantelis  
Village Clerk Mastandrea  
Village Manager Burke  
Village Treasurer/Finance Director Peterson  
Assistant Village Manager/Community &  
Economic Development Director Gilbertson

Planning & Development Manager Zozulya

\*This was a remote video-conference meeting\*

### 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

#### 3.11 Summer Slam Update

Mayor Brandt introduced Mr. Lee Fell and Mr. Zack Fell of the Lincolnshire Sports Association (LSA) to provide an update on Summer Slam Baseball Tournament

Mr. Zach Fell provided statistics from the past Summer Slam Baseball Tournament that took place in June. \$24,000 was raised from the tournament; \$10,000 of this was donated to SmashSmard, \$10,000 was donated to the Riverside Foundation, and \$4,000 was reinvested into LSA. Mayor Brandt asked what is the comparison of money raised in current year with COVID-19 restrictions from a "normal" year. Mr. Zach Fell stated in each of the past two years approximately \$30,000 was raised as a result of the baseball tournament.

Mr. Brayden Fell requested proposed dates of June 23 – June 27, 2021, for next year's Summer Slam Baseball Tournament for the Board to approve. Mayor Brandt asked if other charities will be picked for donations next year. Mr. Fell stated they would present the proposed charities for donation to the Board next year.

Mayor Brandt stated staff will look at the dates and get back to LSA if approved.

Mr. Lee Fell thanked Public Works for their help with bathrooms, dugouts, and fences due to the current COVID-19 conditions.

- 3.1 Village Clerk’s Report – None
- 3.2 Village Treasurer’s Report – None
- 3.3 Village Manager’s Report
  - 3.41 Current Power Outages**

Village Manager Burke noted there are several power outages as a result of the afternoon storm event. Most of the outages are small but one is larger in the Canterbury area that is affecting approximately 70 customers. Village Manager Burke noted a large tree went down by the BP gas station on Milwaukee Avenue and Route 22. Traffic lights at this intersection are flashing.

**3.42 Briarwood/Surrey Lane Drainage Project**

Village Manager Burke updated the Board regarding the Briarwood/Surrey Lane Drainage Project which is the study of the detention areas behind Briarwood and Surrey Lane. The engineering proposals came in within staffs’ authority to execute, so Village Manager Burke stated he executed the contract with the recommended engineering firm last week, and they began work. The goal is to get the analysis done this fall; along with possible construction.

**3.43 Overweight Truck Ordinance Fee**

Village Manager Burke stated a few residents called regarding the Overweight Truck Ordinance assigning fees to overweight trucks coming into the Village. One of the vendors indicated they would not do work in the Village due to the fee. Staff worked with the residents and contractors; noting all contracts signed with vendors prior to the ordinance would not get the fee assessed. Village Manager Burke stated he looked at fees in all the surrounding areas, and Lincolnshire is right in line with the overweight truck fees.

Chief of Police Leonas stated the fees for a single trip is \$50 and the fee for round trip is \$75.

Village Manager Burke noted all the asphalt haulers that have done similar work were sent letters noting the fees.

Mayor Brandt asked if there were complaints from other vendors. Village Manager Burke stated there were no other complaints. It appears the resident concerns were related to a single vendor expressing concern for the fees.

**4.0 PAYMENT OF BILLS**

**4.1 Bills Presented for Payment on August 10, 2020 in the amount of**

**\$273,709.38**

Village Manager Burke presented a summary of the August 10, 2020 bills prelist was presented for payment with the total being \$273,709.38. The total amount is based on \$169,144.03 for General Fund; \$36,102.51 for Water & Sewer Fund; \$19,834.66 for Water & Sewer Improvement Fund; \$10,651.81 for Vehicle Maintenance Fund; and \$37,976.37 for General Capital Fund.

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to approve the bills prelist dated August 10, 2020 as presented. The roll call vote was as follows:

AYES: Grujanac, Harms Muth, Pantelis, Raizin

NAYS: None

ABSENT: Hancock, Leider

ABSTAIN: None

Mayor Brandt declared the motion carried.

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

### **6.0 CONSENT AGENDA**

#### **6.1 Approval of July 27, 2020 Regular Village Board Meeting Minutes**

#### **6.2 Approval of July 27, 2020 Committee of the Whole Meeting Minutes**

#### **6.3 Approval a Resolution Approving an Agreement Pertaining to the Regulation of Traffic and Parking at CityPark at Lincolnshire (ECD-Lincolnshire Association)**

Trustee Raizin noted the July 27, 2020, Committee of the Whole Meeting Minutes should be adjusted as follows: Item 3.42, paragraph seven should read **Trustee Raizin noted she was under the impression that hybrid meetings were not allowed for the Village Board and asked Village Attorney Simon if some of the Board members could attend live and some virtual.**

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to approve the Consent Agenda with the noted changes. The roll call vote was as follows:

AYES: Grujanac, Harms Muth, Raizin, Pantelis

NAYS: None

ABSENT: Hancock, Leider

ABSTAIN: None

Mayor Brandt declared the motion carried.

## **7.0 ITEMS OF GENERAL BUSINESS**

### **7.1 Planning, Zoning & Land Use**

#### **7.11 Public Hearing Regarding a Major Amendment to the Lincolnshire Commons Center Planned Unit Development –**

**Area of Special Sign Control (940 Milwaukee Avenue –  
Lincolnshire Propco, LLC)**

**7.12 Approval of an Ordinance Amending a Special Use for a Planned  
Unit Development – Area of Special Sign Control (940  
Milwaukee Avenue – Lincolnshire Propco, LLC - Waiver of First  
Reading Requested)**

Mayor Brandt suspended the Regular Village Board Meeting and opened up the Public Hearing regarding a major amendment to the Lincolnshire Commons Center Planned Unit Development – area of special sign control (940 Milwaukee Avenue Lincolnshire Propco, LLC) at 7:13 p.m.

Mayor Brandt stated the public hearing is now open. The Village Board will conduct the public hearing virtually under temporary procedures to accommodate remote participation by Village Board members, staff, and members of the public in accordance with Public Act 101-640. Holding an in-person meeting has been found impractical due to the COVID-19 pandemic.

The Village Board adopted the Rules for Procedure for Virtual Public Hearings on July 27, 2020. These rules are available for viewing on the Village’s website.

Mayor Brandt provide an overview of the public hearing procedures as follows:

- All persons intending to provide comment, testimony, questions, or cross examination during the course of the public hearing must attest to an oath.
- Participants who registered to participate in the GoToMeeting web conference will have an opportunity to speak during the Public Hearing.
- The Village has received a petitioner’s presentation packet (consisting of 34 pages) as well as petitioner’s presentation slides (consisting of 25 pages) which are posted for tonight’s meeting on the Village website.
- The following rules will be enforced:
  - No speaker may address the Village Board without first being recognized by the Mayor.
  - Speakers – including Village officials and staff – must identify themselves each time they address the Village Board or any other participant in the public hearing.
  - Speakers who address plans or other documents should do so by plan or document title and page number.

Mayor Brandt designated Assistant Village Manager/Community & Economic Development (CED) Director Gilbertson, to monitor the internet and phone platforms used for the Public Hearing. Assistant Village Manger/CED Director Gilbertson will control the muting and unmuting of participants and the screen sharing options.

Planning & Development Manager Zozulya provided a summary of the proposed Major Amendment to the Lincolnshire Commons Center Planned Unit Development – Area of Special Sign Control which included the approvals previously received by the Village Board and Architectural Review Board (ARB), existing sign code versus proposed, and Public Hearing notification requirements.

Mayor Brandt welcomed the petitioner and swore in the following individuals registered to speak on behalf of the petitioner:

- Steve Bauer, Meltzer, Purtill & Stelle LLC
- Robyn Jones, The Francesca’s Restaurant Group (on behalf of Fat Rosie’s Lincolnshire, LLC)
- Robby Whitehead, Olympik Signs, Inc.
- Gary Kaplan, Next Property Management, Inc. (on behalf of Lincolnshire Propco, LLC)

Mayor Brandt asked the petitioner if they would like their Findings of Fact entered into the Public Record. Mr. Bauer confirmed they would like the Findings of Fact entered into the Public Record. Mayor Brandt noted the petitioners Findings of Fact as well as the entire presentation packet (consisting of 34 pages) and presentation slides (consisting of 25 pages) are being entered into the Public Hearing record.

Mayor Brandt opened the Public Hearing for public comment, testimony, and general questions. Cross-examination will not be taken at this time. All comments from the public will be limited to no more than five minutes per person, unless the Mayor determines additional time is warranted. All comments, testimony, and general questions should be addressed to the Village Board. After receiving all public comment, the Board will then direct the questions to the petitioner or staff. Speakers participating by conference platform will be unmuted by the Meeting Administrator.

Mayor Brandt asked the petitioner if they had a presentation. Mr. Bauer stated they had a presentation if the Board wanted to receive it for clarification on information presented in the packet. Mayor Brandt asked the Board if they wanted to receive the presentation. All Trustees stated the materials provided in the agenda packet was thorough and further clarification from a presentation was not needed.

Mayor Brandt asked if there was anyone on the call from the public who had questions. Assistant Village Manager/CED Director Gilbertson stated no public comments have been received.

Mayor Brandt asked the Trustees if they had any questions for the petitioner or staff related to the proposed ordinance.

Trustee Harms Muth asked if the petitioner would have outdoor dining as soon as they opened for customers to feel comfortable with the current COVID-19 pandemic. Ms. Jones confirmed there would be

outside seating; Fat Rosie’s has turned in their application to the Village for Special Use and a tent and have it aligned with the opening.

At 7:23 p.m., the meeting was interrupted due to a power outage and was restored prior to the vote on a waiver of first reading for item 7.21. During that time the Public Hearing was closed, the Regular Village Board reconvened, and the following votes were recorded by staff.

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to waive the first reading of an Ordinance Amending a Special Use for a Planned Unit Development – Area of Special Sign Control (940 Milwaukee Avenue – Lincolnshire Propco, LLC). The roll call vote was as follows:

AYES: Grujanac, Raizin, Harms Muth, Pantelis  
NAYS: None  
ABSENT: Hancock, Leider  
ABSTAIN: None

Mayor Brandt declared the motion carried.

Trustee Grujanac moved and Trustee Pantelis seconded the motion to approve an Ordinance Amending a Special Use for a Planned Unit Development – Area of Special Sign Control (940 Milwaukee Avenue – Lincolnshire Propco, LLC). The roll call vote was as follows:

AYES: Grujanac, Pantelis, Raizin, Harms Muth  
NAYS: None  
ABSENT: Hancock, Leider  
ABSTAIN: None

Mayor Brandt declared the motion carried.

7.2 Finance and Administration

**7.21 Approval of an Ordinance Authorizing a Sixth Extension of a Declaration of Emergency (Village of Lincolnshire – Waiver of First Reading Requested)**

Village Manager Burke provided a summary of the proposed Ordinance Authorizing a Sixth Extension of a Declaration of Emergency

(Power Restored)

Trustee Grujanac moved and Trustee Raizin seconded the motion to waive the first reading of an Ordinance Authorizing a Sixth Extension of a Declaration of Emergency. The roll call vote was as follows:

AYES: Grujanac, Harms Muth, Pantelis, Raizin  
NAYS: None  
ABSENT: Hancock, Leider  
ABSTAIN: None

Mayor Brandt declared the motion carried.

Trustee Grujanac moved and Trustee Pantelis seconded the motion to approve an Ordinance Authorizing a Sixth Extension of a Declaration of Emergency. The roll call vote was as follows:

AYES: Grujanac, Pantelis, Raizin, Harms Muth

NAYS: None

ABSENT: Hancock, Leider

ABSTAIN: None

Mayor Brandt declared the motion carried.

- 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**

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to adjourn. The voice vote was unanimous and Mayor Brand declared the meeting adjourned at 7:32 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk



# VILLAGE OF LINCOLNSHIRE

## MINUTES COMMITTEE OF THE WHOLE MEETING August 10, 2020

Present:

Mayor Brandt

~~Trustee Hancock~~

~~Trustee Leider~~

Trustee Raizin

Village Attorney Simon

Chief of Police Leonas

Public Works Director Woodbury

Trustee Grujanac

Trustee Harms Muth

Trustee Pantelis

Village Clerk Mastandrea

Village Manager Burke

Treasurer/Finance Director Peterson

Assistant Village Manager/Community &

Economic Development Director Gilbertson

Planning & Development Manager Zozulya

\*This was a remote video-conference meeting\*

### 1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:32 p.m., and Village Clerk Mastandrea called the Roll.

### 2.0 ITEMS OF GENERAL BUSINESS

#### 2.1 Planning, Zoning and Land Use

#### 2.2 Finance and Administration

#### **2.21 Consideration of a Resolution Approving a Financial Services Agreement between the Village of Bannockburn and the Village of Lincolnshire (Village of Lincolnshire)**

Village Manager Burke provided a summary of a Resolution Approving a Financial Services Agreement between the Village of Bannockburn and the Village of Lincolnshire. Due to Bannockburn's Finance Director taking the position of Village Manager this proposed Intergovernmental Agreement would assist the Village of Bannockburn short-term, as-needed basis with providing financial services support and charge back staff time at the current staff costs. Village Manager Burke noted this would also provide an opportunity for Senior Accountant Gabbard, and other finance staff, to gain professional development experience.

Mayor Brandt noted her opinion was this was a good idea for some revenue in some trying times.

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 of Approval of a Contract with Hoerr Construction at a Cost not to exceed \$107,053.00 for the 2020**

**Sanitary and Storm Sewer Lining Project (Village of Lincolnshire)**

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a proposed contract with Hoerr Construction at a cost not to exceed \$107,053.00 for the 2020 Sanitary and Storm Sewer Lining Project which is part of the annual maintenance for sanitary and storm sewer.

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. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 7:37 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk



**ITEM SUMMARY**

<b>Reviewing Body / Meeting Date:</b>	Regular Village Board – August 24, 2020
<b>Subject:</b>	Mayor’s Executive Order 2020-6
<b>Action Requested (Address – Petitioner):</b>	Confirmation of Mayor’s Executive Order 2020-6 (Village of Lincolnshire)
<b>Prepared By:</b>	Tonya Zozulya – Planning & Development Manager
<b>Staff Recommendation:</b>	Confirmation of Mayor’s Executive Order 2020-6
<b>Budgeted Amount:</b>	N/A
<b>Actual Amount:</b>	N/A
<b>Level of Service Impact:</b>	N/A
<b>Meeting History:</b>	N/A
<b>Tentative Meeting Schedule:</b>	N/A
<b>Reports / Documents Attached:</b>	1) Mayor’s Executive Order 2020-6

**Request Summary**

Staff received a request from Move Studio, a fitness business at 300 Village Green (R5 Mixed Use Residence zoning district with a Planned Unit Development designation) to serve as a learning venue for students while local schools operate remotely. Move Studio also informed staff that Studio 18, owned by a different entity and located at 440 Milwaukee Avenue (B1 Retail Business district), also plans to establish a learning center for its dance students’ remote school work. Staff believes there may be businesses in the O/I Office Industrial district who may be interested in this accessory use as well. Learning centers in these zoning districts would typically be regulated as daycare uses and require a Special Use permit.

Recognizing the need for local facilities where children can learn in a safe and supervised manner, the current Mayor’s executive order is to suspend the enforcement of the requirement to apply for a Special Use permit to operate daycare facilities as an accessory use in the B1 Retail Business district, B2 General Business District, O/I Office Industrial district, and in the R5 Mixed Use Residence district with a Planned Unit Development designation. The executive order requires temporary accessory daycare operators located in the above zoning districts to serve school age children only; follow Phase 4 state guidelines for [educational day camps](#) (within 50% of facility capacity or up to 10 students at any given time and social distancing/safety measures); comply with any applicable Illinois Department of Family and Children Services licensing requirements; meet daycare use requirements applicable to their zoning districts, and apply for a no-fee Temporary Use permit with the Village.

This permission would be granted until the Governor’s termination of the Declaration of the Local State of Emergency.

**Budget Impact**

Not applicable.

**Level of Service Impact**

Not applicable.

**Approval Process**

The Village Board is requested to confirm the Mayor’s Executive Order.



**Staff Recommendation / Next Steps**

Staff recommends confirmation of the Mayor's Executive Order 2020-6.

**MAYOR'S EXECUTIVE ORDER 2020-6**

Under authority of Illinois Compiled Statutes, 20 ILCS 3305/11, the Illinois Municipal Code Section 5/11-1-6 and Section 1-5-1 Subparagraph "F" of the Lincolnshire Village Code, I, Elizabeth J. Brandt, Mayor of the Village of Lincolnshire, issue the following supplemental Executive Order related to the March 17, 2020 Emergency Declaration and extension of that Declaration on April 13, 2020, May 11, 2020, June 8, 2020, July 13, 2020 and August 10, 2020.

- I. Accessory Day Care Centers.** In relation to day care centers operating as a secondary or accessory use to a previously established principal use, and located in the B1 Retail Business, B2 General Business and each of the O/I Office/Industrial zoning subdistricts, and in planned unit developments located within the R5 Mixed Use General Residence zoning district, I hereby direct Village staff to suspend enforcement of the requirement for a special use permit, subject to each day care center complying with the following conditions and limitations:
- A. School Age Children. Accessory day care centers may only admit school age children;
  - B. Operating Conditions. Accessory day care centers must strictly comply with the then current industry guidelines published by the Illinois Department of Commerce and Economic Opportunity applicable to educational day camps. For the purpose of this condition, the accessory day care center shall operate subject to the narrowest capacity limitations applicable to camps which have a changing population.
  - C. In multi-tenant buildings, the accessory day care center must be located on the first floor.
  - D. State Requirements. Operation of an accessory day care center shall be subject to all applicable State licensing and operating requirements enforced by the Department of Children and Family Services.
  - E. Temporary Use Permit. Accessory day care centers must apply for a temporary use permit. Such permit shall be subject to strict compliance with the conditions herein described. The fees for a temporary use permit for an accessory day care center which meets all the conditions described herein shall be waived. The Assistant Village Manager/Community & Economic Development Director shall have the authority to apply special conditions and restrictions on the location and operation of any accessory day care centers as deemed reasonably necessary to protect the health, safety, and welfare of the public, as well as the operations of neighboring businesses, per section 6-3-6-A-4 of the Lincolnshire Village Code.

This Executive Order will be effective as of this \_\_\_\_\_ day of \_\_\_\_\_, 2020, at 12:01 a.m., and shall expire at the conclusion of the Declaration of the State of Local Emergency entered on March 17, 2020, as extended and continued by the Village Board. The Executive Order will be filed with the Lincolnshire Village Clerk as soon as practicable.

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Elizabeth J. Brandt, Mayor  
Village of Lincolnshire, Lake County, Illinois