



VILLAGE OF LINCOLNSHIRE

AGENDA REGULAR VILLAGE BOARD Virtual Meeting Monday, September 14, 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/558811205>

- Listen live via phone 872-240-3212 (Access Code = 558-811-205).
- Meetings posted to 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 by 5:00 p.m. on Monday, September 14, 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 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

3.4 Village Manager's Report

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on September 14, 2020 in the amount of \$910,188.12

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 24, 2020 Regular Village Board Meeting Minutes

6.2 Approval of August 24, 2020 Committee of the Whole Meeting Minutes

6.3 Approval of an Ordinance Amending Title 1 (Administration), Chapter 8 (Village Finances), Chapter 10 (Annexation Procedures), and Chapter 15 (Comprehensive Fee Schedule) of the Lincolnshire Village Code Regarding Planning/Application/Escrow Fees and Annexation Procedures (Village of Lincolnshire)

6.4 Approval of an Ordinance Regarding Text Amendments to Chapters 2 (Zoning Definitions) and Chapter 3 (General Zoning Regulations) of Title 6 (Zoning of the Lincolnshire Village Code to Define and Regulate Massage Businesses as Special Accessory Uses (Village of Lincolnshire)

6.5 Approval of a Contract with American Underground at a Cost not to Exceed \$60,461.56 for the 2020 Sanitary and Storm Sewer Cleaning and Televising Project (Village of Lincolnshire)

6.6 Approval of a Resolution Approving an Agreement Pertaining to the Regulation of Traffic and Parking at 400, 450, 405, 425 and 445 South Village Green (Village Place Condominiums & Village Green of Lincolnshire Condominium Association)

7.0 ITEMS OF GENERAL BUSINESS

7.1 Planning, Zoning & Land Use

7.2 Finance and Administration

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

7.3 Public Works

7.4 Police

7.41 Approval of an Extension to an Intergovernmental Agreement Regarding Regional 9-1-1 Consolidate Project (Village of Lincolnshire)

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.



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

AGENDA ITEM 4.1

**BILLS PRESENTED FOR PAYMENT
09/14/2020**

General Fund	\$	278,492.00
Water & Sewer Fund	\$	42,675.47
Motor Fuel Tax		
Water & Sewer Improvement Fund	\$	2,420.88
Fraud, Alcohol, Drug Enforcement		
Vehicle Maintenance Fund	\$	33,403.60
Park Development Fund		
Sedgebrook SSA		
General Capital Fund	\$	553,196.17
Grand Total	\$	910,188.12

Brad Burke, Village Manager

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
INVOICE DUE DATES 08/25/2020 - 09/14/2020
JOURNALIZED
BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACCURATE DOCUMENT DESTRUCTION		
6008325	8-6-20 Document Destruction	136.48
TOTAL VENDOR ACCURATE DOCUMENT DESTRU		136.48
VENDOR NAME: ADVANCED BUSINESS GR		
22743	August 2020 site-to-site VPN service	125.00
TOTAL VENDOR ADVANCED BUSINESS GR		125.00
VENDOR NAME: AEREX PEST CONTROL SERVICES, INC.		
2353762	Bee Hive Removal - Village Hall	150.00
2355591	Bee Hive Removal - Village Hall	150.00
TOTAL VENDOR AEREX PEST CONTROL SERVICE		300.00
VENDOR NAME: AIR ONE EQUIPMENT, I		
159516	SCBA Cylinder Hydrotest	43.00
TOTAL VENDOR AIR ONE EQUIPMENT, I		43.00
VENDOR NAME: AL WARREN OIL COMPANY INC.		
W1330257	Gasoline	15,946.56
W1332842	On-Road Diesel	2,728.97
TOTAL VENDOR AL WARREN OIL COMPANY INC.		18,675.53
VENDOR NAME: AMERICAN PRINTING TECHNOLOGIES		
20-LS09	09 2020 UB Print Service	465.00
20-LS09-P	09 2020 UB Postage	929.97
TOTAL VENDOR AMERICAN PRINTING TECHNOL		1,394.97
VENDOR NAME: ANDERSON LOCK		
7088424	Police Dept. Door - Closing Issues	339.50
TOTAL VENDOR ANDERSON LOCK		339.50
VENDOR NAME: ARLINGTON HEIGHTS FORD		
1233P	Squad 1903 Engine PArts	358.65
1296P	Squad Spark Plug Boots	81.72
1234P	Squad Belt Tensioner	41.80
1389P	Squad 107 Brakes & Suspension Parts	308.35
1849P	Squad 85 Brakes	384.88
2030P	Squad 85 Hood Latch Stock Squad Parts	578.97
TOTAL VENDOR ARLINGTON HEIGHTS FORD		1,754.37
VENDOR NAME: ARTHUR J GREENE CUSTOM HOMES LLC		
20145144	BD Payment Refund-Water Meter Fee.	385.00
TOTAL VENDOR ARTHUR J GREENE CUSTOM HO		385.00
VENDOR NAME: AZAVAR		
150723	Sales Tax sharing 18, 19, 20 of 36 payme	1,803.00
TOTAL VENDOR AZAVAR		1,803.00
VENDOR NAME: BADGER METER		
80058997	Water Meter Readings - August 2020	166.80
TOTAL VENDOR BADGER METER		166.80
VENDOR NAME: BANNER PLUMBING SUPPLY COMPANY		
2650132	Toilet Gasket	5.75
38180	Paper Products	180.00
2647756 5	Facility Bathroom Parts	96.48

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: BANNER PLUMBING SUPPLY COMPANY		
	TOTAL VENDOR BANNER PLUMBING SUPPLY CO	282.23
VENDOR NAME: BAXTER & WOODMAN INC.		
0215695	2020 Road Program Phase III Professiona	11,328.94
0215693	2019 Bike Path Phase III Engineering	508.30
0215694	2020 Road Program Design	1,396.28
	TOTAL VENDOR BAXTER & WOODMAN INC.	13,233.52
VENDOR NAME: BHFX DIGITAL IMAGING		
373170	Plotter Base Charge (07/01/20-07/31/20)	156.49
	TOTAL VENDOR BHFX DIGITAL IMAGING	156.49
VENDOR NAME: BLUE LINE LEARNING GROUP INC		
797E49R-20	Bloodborne Pathogens & Haz Mat training	800.00
	TOTAL VENDOR BLUE LINE LEARNING GROUP IN	800.00
VENDOR NAME: BLUE TARP FINANCIAL, INC		
45764607	Electric Pump	326.00
1628997541	Anti-Icing Tank Tax Credit	(48.02)
	TOTAL VENDOR BLUE TARP FINANCIAL, INC	277.98
VENDOR NAME: BONNELL INDUSTRIES INC.		
0193715	Truck 247 Lift Gate - Replacement	3,320.23
	TOTAL VENDOR BONNELL INDUSTRIES INC.	3,320.23
VENDOR NAME: BRIGHT LIGHT SIGN CO		
TM-15905	Village Hall Holiday Lights Payment 1 of 2	3,162.50
	TOTAL VENDOR BRIGHT LIGHT SIGN CO	3,162.50
VENDOR NAME: BS&A SOFTWARE		
130986	Annual service & support	15,179.00
	TOTAL VENDOR BS&A SOFTWARE	15,179.00
VENDOR NAME: BUCK BROS., INC.		
270659	2-Cycle Gasoline	252.92
	TOTAL VENDOR BUCK BROS., INC.	252.92
VENDOR NAME: CANYON CONTRACTING INC.		
1526r	Sanitary Restorations - Stafford & Cambri	2,420.88
1526rwater	Hydrant Restorations - Berkshire, Kings C	1,112.72
	TOTAL VENDOR CANYON CONTRACTING INC.	3,533.60
VENDOR NAME: CENTURY-MUNDELEIN		
2447378	Village Hall Carper Rehab	26.88
	TOTAL VENDOR CENTURY-MUNDELEIN	26.88
VENDOR NAME: CHICAGO TRIBUNE		
2020	Remaining 2020 Subscription	133.25
	TOTAL VENDOR CHICAGO TRIBUNE	133.25
VENDOR NAME: CHICAGOLAND PAVING		
203901-F	2020 Patching	41,063.10
	TOTAL VENDOR CHICAGOLAND PAVING	41,063.10
VENDOR NAME: CINTAS CORPORATION #47P		
4060052429	Weekly Uniform Rental - Public Works	108.58

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VENDOR NAME: CINTAS CORPORATION #47P		
4059371908	Weekly Uniform Rental - Public Works	108.58
4060716653	Weekly Uniform Rental - Public Works	108.58
TOTAL VENDOR CINTAS CORPORATION #47P		325.74
VENDOR NAME: COMCAST CABLE		
Aug-Sept 2020_02	Aug-Sept PW Internet_205 Schelter Rd#	153.35
935408793	Sept 2020 SCADA_10 Park Ave	221.90
Sep_Oct 2020 021	Sept_Octboer 2020 VH Internet	247.00
TOTAL VENDOR COMCAST CABLE		622.25
VENDOR NAME: COMED		
1480099064-08-2	Interconnect Pumping Meter 7-29-20 to 8	26.16
0995113016-08-2	Entry Sign @ Milwaukee & OHDR 7-31-20	45.47
0339014158-08-2	Riverwoods @ Everett Street Lighting 7-3	5.30
7299013001-09-2	Farrington Pumping 7-31-20 to 8-31-20	65.32
6520050011-09-2	Fallstone Pumping Meter 7-31-20 to 8-31	90.84
3038275001-09-2	Whytegate Park	29.36
3168065033-09-2	Brookwood Liftstation 7-31-20 to 8-31-20	52.59
4803164127-08-2	OHDR Bike Path Lighting 7-31-20 to 8-31	38.00
3038188003-09-2	Northampton SAN. Sump Meter 7-31-20 t	23.78
0777044014-09-2	Old Mill Liftstation 7-31-20 to 8-31-20	91.03
3427049011-08-2	Rate 23 Street Lighting 7-22-20 to 8-20-	1,013.55
1864074001-08-2	Spring Lake Park 7-30-20 to 8-28-20	44.68
1131144094-09-2	Trailhead Park Lighting 7-30-20 to 8-28-2	26.53
5760114015-09-2	Riverside Drive Liftstation Pumping 7-30-	133.27
7128083006-08-2	Westwood Pumpin Meter 7-30-20 to 8-28	72.79
9047167009-09-2	Londonderry Pumping 7-30-20 to 8-28-2	116.75
TOTAL VENDOR COMED		1,875.42
VENDOR NAME: CONCENTRIC INTEGRATION, LLC		
0215692	SCADA Maintenance	72.50
TOTAL VENDOR CONCENTRIC INTEGRATION, LL		72.50
VENDOR NAME: CONSERV FS, INC.		
65102223	Fertilizer	880.00
65101546	Fertilizer	997.80
2740970	Credit for Training for JB & RB	(20.00)
TOTAL VENDOR CONSERV FS, INC.		1,857.80
VENDOR NAME: CUTLER WORKWEAR		
139906	Winter Jackets - Public Works	610.45
TOTAL VENDOR CUTLER WORKWEAR		610.45
VENDOR NAME: DELTA DENTAL OF ILLINOIS		
1377979	September 2020 vision premiums	801.58
TOTAL VENDOR DELTA DENTAL OF ILLINOIS		801.58
VENDOR NAME: DIVINCI PAINTERS		
40478JB	Painting North Park Parking Lot Light Pole	2,880.00
TOTAL VENDOR DIVINCI PAINTERS		2,880.00
VENDOR NAME: DUSTCATCHERS & A LOGO MAT INC		
74880	Floor Mat Rental Service - Public Works	71.40
D1442	Floor Mat Rental Service - Village Hall	16.80
TOTAL VENDOR DUSTCATCHERS & A LOGO MAT		88.20

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VENDOR NAME: ECO CLEAN MAINTENANCE, INC.		
8948	Janitorial Services 8-1-20 to 8-31-20	3,685.00
8989	Quarterly Clean - June 2020	1,655.00
TOTAL VENDOR ECO CLEAN MAINTENANCE, INC.		5,340.00
VENDOR NAME: ELEVATOR INSPECTION SERVICES		
94451	August 2020 Elevator Inspections 4@\$19	76.00
94198	August 2020 Elevator Inspections_4@\$19	76.00
94542	August 2020 Elevator Inspections 7@\$19	133.00
TOTAL VENDOR ELEVATOR INSPECTION SERVIC		285.00
VENDOR NAME: ERNIE'S UNDERGROUND COMPANY		
08192020	Canterbury Storm Sewer Repair	7,980.00
TOTAL VENDOR ERNIE'S UNDERGROUND COMPA		7,980.00
VENDOR NAME: EVANS & SON BLACKTOP INC.		
t73442	Whytegate Park Athletic Court Resurfacin	107,580.00
TOTAL VENDOR EVANS & SON BLACKTOP INC.		107,580.00
VENDOR NAME: FAIR AND IMPARTIAL POLICING, LLC		
1317	Fair & Impartial Policing Training: Brown,	2,268.00
TOTAL VENDOR FAIR AND IMPARTIAL POLICING,		2,268.00
VENDOR NAME: FAIRFIELD HOMES		
B19-0004TCR	BD TCO Bond Refund - 26 Oxford	1,000.00
TOTAL VENDOR FAIRFIELD HOMES		1,000.00
VENDOR NAME: FEDEX		
710501387	IEPA Documents to Springfield	20.72
709185958	IEPA Documents to Springfield, IL - PW	14.82
7-098-41938	R. Byrne FLMA paperwork	31.13
TOTAL VENDOR FEDEX		66.67
VENDOR NAME: FIFT THIRD BANK		
2020-2973	Financial Research regarding investigatio	5.00
TOTAL VENDOR FIFT THIRD BANK		5.00
VENDOR NAME: FIRST COMMUNICATIONS		
120246511	08 2020- T-1 Line	281.72
TOTAL VENDOR FIRST COMMUNICATIONS		281.72
VENDOR NAME: FOREMAN PETER		
2019	Senior Citizen Property Tx Relief Refund	229.80
TOTAL VENDOR FOREMAN PETER		229.80
VENDOR NAME: G. FISHER COMMERCIAL CONSTRUCTION		
110352-2	2020 Brick Repairs at Village Hall	49,950.00
TOTAL VENDOR G. FISHER COMMERCIAL CONST		49,950.00
VENDOR NAME: GLOEDE TRACI		
08262020	Meal Reimbursement Fair & Impartial Trai	10.00
TOTAL VENDOR GLOEDE TRACI		10.00
VENDOR NAME: GRAINGER, INC.		
9515713072	Split Wire Loom - 1/4"	32.29
9595689234	9V Batteries	25.50

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VENDOR NAME: GRAINGER, INC.		
9628311343	Work Gloves for Fleet	39.84
TOTAL VENDOR GRAINGER, INC.		97.63
VENDOR NAME: GRAYBAR ELECTRIC COMPANY		
9317191296	North Park Lighting Upgrades	4,685.52
9317305322	North Park Lighting Upgrades	26,089.86
9317436923	North Park Lighting Project	(493.52)
TOTAL VENDOR GRAYBAR ELECTRIC COMPANY		30,281.86
VENDOR NAME: GREEN ACRES LANDSCAPING		
2020-6000	400 Milwaukee - Removal & Replanting	3,185.00
2020-6084	Storm Sewer Project Restoration - 79 Cu	3,028.00
2020-6079	Landscape Maintenance Services - July 2	23,320.00
2020-6082	Old Mill Park - South Berm Clean-up	700.00
2020-6083	Old Mill Park - South Bern Area Woodchip	950.00
2020-6081	Landscape Maintenance Services - Creeks	540.00
TOTAL VENDOR GREEN ACRES LANDSCAPING		31,723.00
VENDOR NAME: GREEN LIL BUMS, LLC		
5590	August 2020 Towel Service	80.00
TOTAL VENDOR GREEN LIL BUMS, LLC		80.00
VENDOR NAME: HAWK ANALYTICS INC		
29095	Cellular Mapping and Analysis Software	3,990.00
TOTAL VENDOR HAWK ANALYTICS INC		3,990.00
VENDOR NAME: HAYES MECHANICAL LLC		
463671	PWF Air Compressor Repairs	1,033.00
463672	PWF Air Conditioner Repairs	2,673.00
TOTAL VENDOR HAYES MECHANICAL LLC		3,706.00
VENDOR NAME: HEALY ASPHALT CO, LLC		
24646	Patch for Potholes & Catch Basins	299.60
TOTAL VENDOR HEALY ASPHALT CO, LLC		299.60
VENDOR NAME: HODGES BADGE CO.		
20015205	Grand Opening Plaque_Move Studio_Aug	52.00
TOTAL VENDOR HODGES BADGE CO.		52.00
VENDOR NAME: HOME DEPOT CREDIT SERVICES		
7011272	Path Repair by Bench Install - Trailhead P	69.90
24137	Village Sign Rehab	45.27
4010505	ITEP Bench Repair	15.28
16936	COVID 19 Face Masks	29.98
9010027	Forestry/Parks Hand Tools	104.94
6015101	Forestry/Parks Kubota Utility Cart Equipm	16.58
7016099	Velcro for Board Room Table Arbors (Bunt	10.38
8014481	Kiosk Repairs	68.69
4024120	Kiosk Repairs	113.98
14221	Mailbox Repair (Essex)	30.97
7610006	Wasp Spray & White Spray Paint	38.15
1013018	Kiosk Repairs	3.85
8013370	Kiosk Repairs	45.15
2012970	Kiosk Repairs	37.98
1614467	Materials to Remove Graffiti	28.15
8520177	Wire Stripper & Cutter	63.88
1011900	Road Patch for Catch Basin Repairs	58.25

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VENDOR NAME: HOME DEPOT CREDIT SERVICES		
8375631	Gloves for PW Workers	202.17
TOTAL VENDOR HOME DEPOT CREDIT SERVICES		983.55
VENDOR NAME: HR GREEN, INC.		
137628	Risk Assessment Professional Services 7-	3,366.25
TOTAL VENDOR HR GREEN, INC.		3,366.25
VENDOR NAME: ICON BUILDING CORP.		
5_Prest_5YR_Bond	BD Tree Bond Refund - 5 Preston Ct	2,550.00
3_Prest_5yr_Bond	BD Tree Bond Refund - 3 Preston	3,000.00
TOTAL VENDOR ICON BUILDING CORP.		5,550.00
VENDOR NAME: IDES		
081629 qtr 2	Q2 2020 IDES Benefits Orihuela & Holst	1,358.00
TOTAL VENDOR IDES		1,358.00
VENDOR NAME: ILACP		
6117	LEAD training - Leonas	45.00
TOTAL VENDOR ILACP		45.00
VENDOR NAME: ILLINOIS PROSECUTORS		
3369	FOIA Support Yearly Membership	100.00
TOTAL VENDOR ILLINOIS PROSECUTORS		100.00
VENDOR NAME: ILLINOIS STATE POLICE - B OF I		
IL049290L-2020-0	Fingerprints for Liquor Licenses Jan-Apr 2	197.75
TOTAL VENDOR ILLINOIS STATE POLICE - B OF I		197.75
VENDOR NAME: IMPACT NETWORKING, LLC		
1834069	Dory and PW Base Charge 07/06 - 08/05/	169.00
1863776	Dory and PW Base Charge 08/06 - 09/05/	361.14
TOTAL VENDOR IMPACT NETWORKING, LLC		530.14
VENDOR NAME: IMRF		
60437	08 2020 Member & Employer Contributio	48,925.66
TOTAL VENDOR IMRF		48,925.66
VENDOR NAME: INNER SECURITY SYSTEMS		
120085	Public Works Radio to Fire Dept. - Tamper	157.00
TOTAL VENDOR INNER SECURITY SYSTEMS		157.00
VENDOR NAME: INTERSTATE BATTERY OF NORTH CHICAGO		
80405	Watering Unit Battery	117.95
TOTAL VENDOR INTERSTATE BATTERY OF NORT		117.95
VENDOR NAME: INVOICE CLOUD		
1185-2020_8	09 2020 Paperless Utility Bills	65.50
TOTAL VENDOR INVOICE CLOUD		65.50
VENDOR NAME: IRC RETAIL CENTERS		
Sept 2020 t00008	CAM Estimated Escrwo Lease t0000888_S	3,087.34
TOTAL VENDOR IRC RETAIL CENTERS		3,087.34
VENDOR NAME: JC LICHT, LLC		
59066636	Green Paint for Kiosk Repairs	62.97

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VENDOR NAME: JC LICHT, LLC		
62070420	Kiosk Repairs	54.94
TOTAL VENDOR JC LICHT, LLC		117.91
VENDOR NAME: KERRIGAN PLUMBING		
09415	Emergency Sanitary Back-Up @ Spring La	1,450.00
TOTAL VENDOR KERRIGAN PLUMBING		1,450.00
VENDOR NAME: KIESLER POLICE SUPPLY, INC.		
IN143020	223 ammo and 9mm marking rounds	2,658.11
TOTAL VENDOR KIESLER POLICE SUPPLY, INC.		2,658.11
VENDOR NAME: KINNUCAN COMPANY		
370705	American Elm Treatment - Spring Lake Pa	340.00
373536	Stump Removal Parkway Trees	440.00
TOTAL VENDOR KINNUCAN COMPANY		780.00
VENDOR NAME: LAKE COUNTY RECORDER OF DEEDS		
8/0..8/31/2020	Recorded Documents: Misc Document (ea	112.00
TOTAL VENDOR LAKE COUNTY RECORDER OF DE		112.00
VENDOR NAME: LALUZERNE & SMITH, LTD.		
July 2020	Legal Services July 2020	5,050.00
TOTAL VENDOR LALUZERNE & SMITH, LTD.		5,050.00
VENDOR NAME: LAUTERBACH & AMEN		
44136	Actuary OPEB report	850.00
TOTAL VENDOR LAUTERBACH & AMEN		850.00
VENDOR NAME: LAYNE CHRISTENSEN CO		
1865554	WSR Pump #2	11,610.06
TOTAL VENDOR LAYNE CHRISTENSEN CO		11,610.06
VENDOR NAME: LEXISNEXIS RISK SOLUTIONS		
1217074-2020083	Aug 2020 Phone, Internet and Computer	93.00
TOTAL VENDOR LEXISNEXIS RISK SOLUTIONS		93.00
VENDOR NAME: LIBERTYVILLE CHEVROLET		
923369	Truck 242 Glow Plugs	117.72
TOTAL VENDOR LIBERTYVILLE CHEVROLET		117.72
VENDOR NAME: LILL MICHAEL		
082620	Meal Reimbursement Fair & Impartial Trai	10.00
TOTAL VENDOR LILL MICHAEL		10.00
VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD		
10809	Plan Review_300 Tri State 1st Floor_P20-	330.00
10807	Plan Review_300 Tri State_1/3rd Floor_P	330.00
10810	Plan Review_1 Overlook Pt Suite 550_P20	330.00
10811	Plan Review_300 Tri State Suite 272_P20	330.00
TOTAL VENDOR LINCOLNSHIRE RIVERWOODS F		1,320.00
VENDOR NAME: LINCOLNSHIRE VILLAGE-PETTY CASH		
09142020	09/14/20 Petty Cash Reimbursements	149.50
TOTAL VENDOR LINCOLNSHIRE VILLAGE-PETTY		149.50

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VENDOR NAME: MADISON NATIONAL LIFE INS CO, INC.		
1407062	09 2020 Life Insurance Premiums	1,468.48
TOTAL VENDOR MADISON NATIONAL LIFE INS C		1,468.48
VENDOR NAME: MANKOFF INDUSTRIES		
5297	August 2020 UST Inspections	400.00
TOTAL VENDOR MANKOFF INDUSTRIES		400.00
VENDOR NAME: MARSH		
346972351285	Public Officials Bond- Leider	100.00
TOTAL VENDOR MARSH		100.00
VENDOR NAME: MENARDS - LONG GROVE		
25810	Mailbox Repairs from Snowplow Damange	59.97
32540394-1	Spray for Hornets Nest @ Old Mill Park	29.82
TOTAL VENDOR MENARDS - LONG GROVE		89.79
VENDOR NAME: METROPOLITAN MAYORS		
2020-164	2020 Caucus Dues	327.38
TOTAL VENDOR METROPOLITAN MAYORS		327.38
VENDOR NAME: MID AMERICAN WATER OF WAUCONDA INC.		
232079W	Service Leak Parts	943.08
232259W	102 Brookwood Sanitary Manhole Frame	197.00
TOTAL VENDOR MID AMERICAN WATER OF WAU		1,140.08
VENDOR NAME: MID-AMERICA SPORTS ADVANTAGE		
421457-00	Soccer Flags & Baseball Anchors	334.97
TOTAL VENDOR MID-AMERICA SPORTS ADVANT		334.97
VENDOR NAME: MIDWEST HOSE & FITTINGS, INC.		
23697	Hose Adapters & Fittings	159.09
TOTAL VENDOR MIDWEST HOSE & FITTINGS, IN		159.09
VENDOR NAME: MILBURN DEMOLITION & DISMANTLING		
HydMtr08052020	Refund of Construction Meter Deposit, les	1,898.51
TOTAL VENDOR MILBURN DEMOLITION & DISMA		1,898.51
VENDOR NAME: MOTOROLA SOLUTIONS - STARCOM21		
5177220200803	Sep. 2020 Starcom Monthly Use Rate	952.00
TOTAL VENDOR MOTOROLA SOLUTIONS - STARC		952.00
VENDOR NAME: MUNICIPAL GIS PARTNERS, INC.		
5117	GIS staffing and services for August 2020	4,176.00
TOTAL VENDOR MUNICIPAL GIS PARTNERS, INC.		4,176.00
VENDOR NAME: NAPA AUTO PARTS -WHE		
576701	Squad Car Spot Lights	129.98
TOTAL VENDOR NAPA AUTO PARTS -WHE		129.98
VENDOR NAME: NORTH SHORE GAS		
606017125-01-08-	24400 Riverwoods 7-9-20 to 8-7-20	34.41
604290016-02-08-	Westwood Liftstation 7-9-20 to 8-10-20	34.41
603028481-02-08-	NP Concession Service 7-9-20 to 8-7-20	33.96
604290016-03-08-	Farrington Liftstation 7-9-20 to 8-7-20	32.73
604290016-01-08-	Old Mill Liftstation 7-10-20 to 8-10-20	32.73

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
INVOICE DUE DATES 08/25/2020 - 09/14/2020
JOURNALIZED
BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: NORTH SHORE GAS		
604290016-04-08-	Fallstone Liftstation 7-9-20 to 8-10-20	34.86
603028481-01-08-	NP Maint. Bldg Gas Service 7-9-20 to 8-7	34.78
604290016-05-08-	207A Northampton 7-9-20 to 8-7-20	35.41
606253075-01-08-	Well #3 Gas Service 7-10-20 to 8-10-20	36.41
TOTAL VENDOR NORTH SHORE GAS		309.70
VENDOR NAME: NORTH SUBURBAN EMPLOYEE BENEFIT COO		
0820	August 2020 Medical Insurance Premiums	92,296.90
TOTAL VENDOR NORTH SUBURBAN EMPLOYEE B		92,296.90
VENDOR NAME: NORTHWEST POLICE ACADEMY		
1042	2020-21 Membership Northwest Police Ac	75.00
TOTAL VENDOR NORTHWEST POLICE ACADEMY		75.00
VENDOR NAME: OZINGA MATERIALS, INC.		
1491408	Oxford CB Replace Curb Pour	323.00
TOTAL VENDOR OZINGA MATERIALS, INC.		323.00
VENDOR NAME: PADDOCK PUBLICATIONS, INC.		
Ad1248603	Village Board Legal Notice for 08/10/2020	335.80
Ad 1248621	Zoning Board Legal Notice 08/11/2020_U	186.30
TOTAL VENDOR PADDOCK PUBLICATIONS, INC.		522.10
VENDOR NAME: PATTON & RYAN LLC		
3000-260	Refund Deposition Fee Ofc. Forkes	25.00
TOTAL VENDOR PATTON & RYAN LLC		25.00
VENDOR NAME: PAYLOCITY		
107033354	09/11/20 Pay Services	207.29
106962780	08/28/20 Pay Services	666.86
106906806	08/14/20 Pay Services	209.31
TOTAL VENDOR PAYLOCITY		1,083.46
VENDOR NAME: PORTER LEE CORPORATION		
24239	BEAST Annual Software Support Oct. 202	1,499.00
TOTAL VENDOR PORTER LEE CORPORATION		1,499.00
VENDOR NAME: RADIO COMMUNICATIONS AND BEYOND		
11672	Repair Sq 1802 radio	113.61
11665	Repair radio sq. 1803	92.48
TOTAL VENDOR RADIO COMMUNICATIONS AND		206.09
VENDOR NAME: ROTARY CLUB OF LINCOLNSHIRE		
7637	First quarter dues July - September 2020	75.00
TOTAL VENDOR ROTARY CLUB OF LINCOLNSHIR		75.00
VENDOR NAME: SCHELL SEALCOATING LLC		
08172020	Water Service Leak - 7 Coventry	450.00
TOTAL VENDOR SCHELL SEALCOATING LLC		450.00
VENDOR NAME: SCHROEDER ASPHALT SERVICES, INC.		
2020-244	2020 Paving Program	348,837.96
TOTAL VENDOR SCHROEDER ASPHALT SERVICE		348,837.96
VENDOR NAME: SNAP ON		

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
INVOICE DUE DATES 08/25/2020 - 09/14/2020
JOURNALIZED
BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: SNAP ON		
082620108278	1/2" Impact Generator	524.95
TOTAL VENDOR SNAP ON		524.95
VENDOR NAME: TAYLOR MORRISON OF ILLINOIS INC		
09142020	UB refund for account: 0302980066-00	53.28
TOTAL VENDOR TAYLOR MORRISON OF ILLINOIS		53.28
VENDOR NAME: TKG ENVIRONMENTAL SERVICES GROUPLLC		
C400014	August Full Town Sweep	1,365.00
TOTAL VENDOR TKG ENVIRONMENTAL SERVICE		1,365.00
VENDOR NAME: VERIZON WIRELESS		
9860627570	07/13 - 08/12/20 SCADA Data Plan Util	237.18
9861874421	08 2020 Cell Phone Svc	85.82
9861874422	08 2020 Squad Laptops	560.16
TOTAL VENDOR VERIZON WIRELESS		883.16
VENDOR NAME: WEST SIDE TRACTOR SALES CO		
L85095	Loader Forward/Reverse Switch Repair	511.00
TOTAL VENDOR WEST SIDE TRACTOR SALES CO		511.00
VENDOR NAME: WHOLESALE DIRECT, INC.		
246958	Water Department Trailer Jack	86.38
TOTAL VENDOR WHOLESALE DIRECT, INC.		86.38
VENDOR NAME: XEROX CORPORATION		
011230140	Police Base Charge (07/21/20 - 08/30/20)	85.00
011230141	Meme Base Charge (07/21/20 - 08/21/20)	34.85
011230139	Nemo Base Charge (07/21/20 - 08/30/20)	57.00
TOTAL VENDOR XEROX CORPORATION		176.85
GRAND TOTAL:		910,188.12



VILLAGE OF LINCOLNSHIRE

MINUTES REGULAR VILLAGE BOARD MEETING August 24, 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

Due to technical difficulties occurring at the start of the meeting, Village Manager Burke called the Roll

In Mayor Brandt's absence, Deputy Village Clerk/Village Manager Burke called for the appointment of Mara Grujanac as Temporary Chair. Trustee Raizin moved and Trustee Harms Muth seconded the motion to appoint Trustee Grujanac as Temporary Chair. Upon a voice vote the motion passed in favor of appointing Trustee Grujanac Temporary Chair.

Temporary Chair Grujanac called the meeting to order at 7:01 p.m.

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 July, 2020

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 July, 2020.

3.4 Village Manager's Report

3.41 Regular Village Board Meeting Agenda

Village Manager Burke stated the Regular Village Board Meeting Agenda that was originally posted online had the incorrect meeting

link. The phone number for call-in should be working, and if anyone is listening in, who wants to access the GoToMeeting, will just need to refresh their browser when loading the agenda to obtain the correct link.

3.42 Village Board Mail

The Village Board has mail that has accumulated as a result of meeting online. The mail will be delivered sent to your homes this week.

3.43 Storm Branch Collection

Public Works completed some storm branch collection over the past few weeks following a derecho that occurred earlier in the month.

3.44 Gubernatorial Disaster Proclamation Extension

Village Manager Burke informed the Board that Governor Pritzker extended the Gubernatorial Disaster Proclamation to September 19, 2020. Staff is working on a hybrid approach to the Board meetings. This would permit some members to attend the meetings at the Village Hall, while others could continue to attend remotely. Staff will do a final test in the coming week and provide an update. Village Manager Burke noted Mayor Brandt previously expressed the desire to me in-person for the Budget Workshop meetings.

4.0 PAYMENT OF BILLS

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

A summary of the August 24, 2020 bills prelist was presented for payment with the total being \$925,016.66. The total amount is based on \$149,400 for General Fund; \$362,100 for Water & Sewer Fund; \$61,900 for Water & Sewer Improvement Fund; \$6,000 for Vehicle Maintenance Fund; \$332,300 for Sedgebrook SSA; and \$13,200 for General Capital Fund.

Trustee Raizin moved and Trustee Harms Muth seconded the motion to approve the bills prelist dated August 24, 2020 as presented. The roll call vote was as follows:

AYES: Grujanac, Hancock, Harms Muth, Leider, Pantelis, Raizin

NAYS: None

ABSENT: None

ABSTAIN: None

Temporary Chair Grujanac declared the motion carried.

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

6.0 CONSENT AGENDA

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)**

Trustee Leider moved and Trustee Harms Muth seconded the motion to approve the Consent Agenda as presented. The roll call vote was as follows:

AYES: Grujanac, Hancock, Harms Muth, Leider, Raizin, Pantelis

NAYS: None

ABSENT: None

ABSTAIN: None

Temporary Chair Grujanac declared the motion carried.

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)

Planning & Development Manager Zozulya stated this request is from Move Studio in which they requested to set up a temporary learning center at their fitness studio at 200 Village Green. Planning & Development Manager Zozulya stated dance studio, Studio 18, would also like to do something similar on a temporary basis. Village Attorney Simon recommended using the Executive Order to temporary allow this type of use.

Trustee Raizin asked for clarification regarding what "school-aged children" meant for this request. Village Attorney Simon stated it is intended to be K – 12 grades.

Trustee Raizin asked if these businesses are working with the school districts since they are labeling this as a learning center. Planning & Development Manager Zozulya stated these are entirely private entities. They are trying to help students who are learning virtually by providing them with a safe environment, but not necessarily state licensed level of teaching. Students will come in independently, bring in their iPad's, and utilize the facility. Village Attorney Simon stated it is akin to a short-term study hall while schools are e-learning.

Trustee Leider asked if the Village has any risk by doing this. Village Attorney Simon stated the Special Use is conditioned upon the facility getting licensed with DCFS.

Trustee Harms Muth moved and Trustee Leider seconded the motion to approve Mayor’s Executive Order 2020-6. The roll call vote was as follows:

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

Temporary Chair Grujanac 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 Raizin moved and Trustee Harms Muth seconded the motion to adjourn. The voice vote was unanimous and Temporary Chair Grujanac declared the meeting adjourned at 7:14 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk



VILLAGE OF LINCOLNSHIRE

MINUTES COMMITTEE OF THE WHOLE MEETING August 24, 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

Temporary Chair Grujanac called the meeting to order at 7:16 p.m., and Village Clerk Mastandrea called the Roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Planning, Zoning and Land Use

2.11 Consideration of an Ordinance Amending Title 1 (Administration), Chapter 8 (Village Finances), Chapter 10 (Annexation Procedures), and Chapter 15 (Comprehensive Fee Schedule) of the Lincolnshire Village Code Regarding Planning/Application/Escrow Fees and Annexation Procedures (Village of Lincolnshire)

Planning & Development Manager Zozulya provided an update of the proposed Ordinance Amending Title 1 (Administration), Chapter 8 (Village Finances), Chapter 10 (Annexation Procedures), and Chapter 15 (Comprehensive Fee Schedule) of the Lincolnshire Village Code regarding planning/application/escrow fees and annexation procedures. The proposal no longer includes the expansion of in-house escrow fees related to engineering, forestry review or other services. Planning & Development Manager provided a summary of additional cleanup items related to the code changes.

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

2.12 Consideration of an Ordinance Regarding Text Amendments to Chapters 2 (Zoning Definitions) and Chapter 3 (General Zoning Regulations) of Title 6 (Zoning of the Lincolnshire Village Code to Define and Regulate Massage Businesses as Special Accessory Uses (Village of Lincolnshire)

Assistant Village Manager/Community & Economic Development (CED) Director Gilbertson provided a summary of a proposed Ordinance regarding text amendments to Chapter 2 (Zoning Definitions) and Chapter 3 (General Zoning Regulations) of Title 6 (Zoning) of the Lincolnshire Village Code to define and regulate massage businesses as Special Accessory Uses. The intent of the recommendation is to only allow massage businesses to be permitted as special accessory uses to a principal use in the R5 (Mixed Use General Residence District), B1 (Retail Business), B2 (General Business), E (Small Scale Office), and all O/I (Office/Industrial) zoning districts. The Zoning Board issued an unfavorable recommendation to the Village Board, as the motion did not receive four affirmative votes per Village code section 2-6-2-D. The primary reason for Zoning Board's opposition to the proposed text amendments was the 25% limitation on total square footage of the principal business. With the Zoning Board failing to issue a favorable recommendation, a 2/3 vote from all members of the Village Board is required to override the Zoning Board's recommendation at a future Regular Village Board Meeting.

Trustee Harms Muth asked if companies such as Massage Envy would have to be classified as day spas in order to move into the Village of Lincolnshire. Assistant Village Manager/CED Director Gilbertson stated a business such as Massage Envy would need to offer other services and be labeled as a day spa in order to move into the Village of Lincolnshire.

Trustee Raizin asked if a day spa would have different hours of business to qualify as a day spa. Assistant Village Manager/CED Director Gilbertson stated if there was massage business that was not part of another business, it would have to go through the special use process, and through the special use process the Village Board could condition hours and other aspects of the business.

Trustee Hancock asked why the cap of 25% of the gross floor area of the principal use was being recommended. Assistant Village Manager/CED Director Gilbertson stated the 25% cap is being recommended to ensure massage services are in fact an accessory use and not the majority use for a site so as to try and prevent illegal activity. Village Attorney Simon clarified the 25% cap relative to zoning uses.

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

2.13 Consideration of 2020 Fall Special Events (Village of Lincolnshire)

Planning & Development Manager Zozulya provided a report and request for recommendation of fall events which include Boo Bash and Holiday Tree Lighting relative to being in Phase 4 of the Restore Illinois

plan as it relates to the COVID-19 pandemic.

Village Manager Burke stated he had a discussion with Mayor Brandt and she suggested prior to making a decision about trick-or-treating, the Board may want to poll residents to find out how comfortable they would be with allowing their children to trick or treat. A number of the communities in the area are encouraging families to have alternative celebrations and not necessarily taking the task of promoting trick or treat hours.

Village Manager Burke stated the Holiday Tree Lighting ceremony is heavily supported by the schools, and due to focus on remote learning, it will likely be a challenge to engage local school choirs on this type of event. Village Manager Burke noted the Village Green would still be decorated. Village Manger Burke noted the typical singing and children gathering would not be in accordance with current social distancing guidelines.

All Trustees agreed both celebrations would not be able to safely take place this year. Trustee Raizin suggested having house decorations drive-byes. A conversation regarding a house decoration contest as was done over the 4th of July followed. Village Manager Burke stated staff could certainly work to have a similar celebration.

Trustee Hancock stated he was in favor of canceling the Village events but did not think the Village could cancel trick-or-treating. A conversation regarding trick-or-treating followed. Trustee Leider asked if something formal needed to be done for trick-or-treating. Village Attorney Simon stated if residents don't want to participate in trick-or-treating, they don't have to and can simply opt-out from answering the door; it should be as simple as that. Trustee Raizin suggested the Village could assist by providing a sign residents can use to opt-out of trick-or-treating. Trustee Hancock suggested putting out some guidelines on trick-or-treating to make it as safe as possible.

It was the consensus of the Board to cancel Boo Bash and Holiday Tree Lighting in light of the current pandemic.

2.2 Finance and Administration

2.21 Consideration of Staff Report regarding Potential Storm Water Utility Fee (Village of Lincolnshire)

Assistant Village Manager/CED Director Gilbertson provided a brief presentation regarding implementation of a potential storm water utility fee including background related to the Village-Wide Drainage Study, estimated funding of the improvements as a result of the study, direction to staff, fee options, Special Service Area options, credit/waiver program, and community engagement. Staff seeks direction/next steps from the Village Board.

Trustee Hancock noted if the Village went with the fee route, they would need to be fair and asked how precise the fee could be when compared to homeowners' contribution. Village Attorney Simon stated there has to be a rational basis for allocating the fee, and the village is allowed to use rational classifications for establishing such a utility fee. Trustee Hancock asked if they could collect a flat fee for all residents. Trustee Leider asked if they could get a flat fee for residents and a calculated or graduated fee for commercially zoned properties. Village Attorney Simon stated staff's recommendation is that you can make an assumption that all residential lots have a common amount of impervious surface which could result in creation of a single flat rate, while other lots are more diverse and would be evaluated individually, and the storm water fee would vary.

Trustee Grujanac asked for clarification from the memo and asked what is meant by a fee being "voluntary". Village Attorney Simon stated the voluntary part is why there is a requirement for credits/waivers of the established fee. Any fee established will need to provide for an opportunity to payees to request relief in the form of a waiver or credit.

Trustee Raizin asked if anything regarding ratio was considered; how much impervious surface they have compared to total square footage. Assistant Village Manager/CED Director Gilbertson stated this is not something that was explored and asked Village Attorney Simon if this is something that may have been adopted in other Villages. Village Attorney Simon stated he has not seen it used in other communities, but it is something they can explore. Most communities that use this type of fee rely on impervious surface.

Trustee Leider suggested using simplicity and fairness when moving forward with this.

Trustee Hancock asked if someone bought a home in a flood plain, could this fact be taken into consideration in relationship to the established fee. Assistant Village Manager/CED Director Gilbertson stated the properties in the flood plain still contribute to storm water run-off if they have impervious surface, so the fee would be justifiable because they are adding storm water to the system. They do pay federal flood insurance, but the fee is applicable. Trustee Hancock stated they do not contribute any more to the storm water issue than someone who does not live in the flood plain. Village Attorney Simon stated this may justify a SSA for improvements that would be directly beneficial to a specific area of the community. Trustee Leider asked if Lincolnshire has ever done an SSA and asked if staff could provide more information on this. Village Attorney Simon stated Lincolnshire has had two SSA's in the past; one for Sedgebrook where the Village issued bonds to pay for public infrastructure improvements and now that senior residence development, along with Camberley Club

townhome owners, pay additional on their property taxes to pay back the SSA debt. Another was used at Westminster Lane and Route 22 to collect money for the installation of a traffic signal at this location. Trustee Harms Muth stated her opinion is the SSA could be difficult to facilitate.

Trustees Harms Muth and Raizin stated they would be more in favor of a flat rate for residential homes and a rate established separately for commercial. Trustee Hancock asked if you could have the majority of homes paying a flat rate, but homes directly affected pay a slightly additional fee. Village Attorney Simon stated a Village-wide utility fee is not necessarily exclusive with a local SSA; they can be combined.

Trustee Hancock agreed with Trustee Leider to simplify this as much as possible. However, he noted it will be important to understand if specific residences have made improvements to their own property to address their own impervious surface. Village Attorney Simon stated it would be more important to get accurate data for the multi-family and non-residential properties since they will may not fall within the flat fee. Assistant Village Manager/CED Director Gilbertson stated this could be cumbersome process because we do not know how much impervious surface data staff would need to update. Staff is currently exploring this with Lake County. An update will be provided to the Board in future meetings.

A conversation regarding how this fee would be communicated to the residents followed.

Trustee Hancock asked if the Village was moving away from the tax option. Village Attorney Simon stated that since the Village is Home Rule, it is authorized to levy a tax, but if the Village levies a tax, you end up excluding a number of parcels that contribute storm water to the system. Trustee Hancock asked what types of parcels would be excluded. Village Attorney Simon stated any tax exempt parcels would be excluded.

It was the consensus of the Board for staff to move forward with getting additional fee structures and information to present to the Board in the near future.

2.3 Public Works

2.31 Consideration of Approval of a Contract with American Underground at a Cost not to Exceed \$60,461.56 for the 2020 Sanitary and Storm Sewer Cleaning and Televising Project (Village of Lincolnshire)

Public Works Director Woodbury provided a summary of a proposed contract with American Underground at a cost not to exceed \$60,461.56 for the 2020 Sanitary and Storm Sewer Cleaning and Televising Project.

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

2.41 Consideration of a Resolution Approving an Agreement Pertaining to the Regulation of Traffic and Parking at 400, 450, 405, 425, and 445 South Village Green (Village Place Condominiums & Village Green of Lincolnshire Condominium Association)

Chief of Police Leonas provided a summary of the proposed Resolutions approving an Agreement pertaining to the regulation of traffic and parking at 400, 450, 405, 425, and 445 South Village Green

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 Parks and Recreation

2.6 Judiciary and Personnel

3.0 UNFINISHED BUSINESS

4.0 NEW BUSINESS

4.1 Daily Herald Reporter Russell Lissau

Trustee Grujanac thanked Daily Herald reporter Russell Lissau and noted he is being reassigned.

4.2 Whytegate Park Courts

Trustee Hancock noted the tennis and basketball courts at Whytegate Park look near completion and asked the status. Public Works Director Woodbury stated the contractor is finishing the final stages of color coating, and the poles will be done Wednesday/Thursday of this week. The courts should be opened this week.

5.0 EXECUTIVE SESSION

6.0 ADJOURNMENT

Trustee Harms Muth moved and Trustee Raizin seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Temporary Chair Grujanac declared the meeting adjourned at 8:32 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk



ITEM SUMMARY

Reviewing Body / Meeting Date:	Regular Village Board – September 14, 2020
Subject:	Declaration of Emergency Extension
Action Requested (Address – Petitioner):	Approval of an Ordinance Authorizing a Seventh Extension of a Declaration of Emergency (Village of Lincolnshire – Waiver of First Reading Requested)
Prepared By:	Ben Gilbertson – Assistant Village Manager/Community & Economic Development Director
Staff Recommendation:	Approval of the Ordinance
Budgeted Amount:	N/A
Actual Amount:	TBD
Level of Service Impact:	TBD
Meeting History:	Special Village Board – March 19, 2020 Regular Village Board – April 13, 2020 Regular Village Board – May 11, 2020 Regular Village Board – June 8, 2020 Regular Village Board – June 22, 2020 Regular Village Board – July 13, 2020 Regular Village Board – August 10, 2020
Tentative Meeting Schedule:	N/A
Reports / Documents Attached:	1) Draft Ordinance and Declaration of Emergency

Request Summary

On March 9, 2020, Governor Pritzker announced a Disaster Proclamation in response to the spread of COVID-19. On March 16, Governor Pritzker instituted a statewide Stay-at-Home Order through April 30. On March 17, Mayor Brandt issued a Declaration of Emergency (“Declaration”) for the Village of Lincolnshire, which the Village Board formally ratified on March 19. The Village Board’s action extended the Declaration until the adjournment of the first Regular Village Board meeting on April 13, 2020. Subsequent to April 13, 2020 and in light of the continued efforts to combat the spread of COVID-19, the Village Board took action as follows:

- April 13, 2020 – extended Declaration through the first meeting in May 2020
- May 11, 2020 – extended Declaration through the first meeting in June 2020
- June 8, 2020 – extended Declaration through the first meeting in July 2020
- July 13, 2020 – extended Declaration through the first meeting in August 2020
- August 10, 2020 – extended Declaration through the first meeting in September 2020

The first two extensions were effective no sooner than the earlier of the termination of the current State of Illinois Disaster Proclamation or the first Regular Village Board meeting in the proceeding month. To ensure there was no gap between the State’s Disaster Proclamation expiring and when the Village Board could meet, all subsequent extensions were effective until the later of the termination or expiration of the current State of Illinois Disaster Proclamation or the adjournment of the first regular meeting of the Village Board the proceeding month. With the Governor extending the State’s Disaster Proclamation to September 19, 2020, staff recommends the Village Board approve a seventh extension of the Mayor’s



original Declaration of Emergency. Approval of the ordinance also extends the previously-approved Executive Orders.

Budget Impact

Not applicable.

Level of Service Impact

Not applicable.

Approval Process

Only Village Board approval is needed for the ordinance and extension of the local Declaration of Emergency.

Staff Recommendation / Next Steps

Staff recommends waiver of first reading and approval of an ordinance authorizing a seventh extension of the local Declaration of Emergency.

**VILLAGE OF LINCOLNSHIRE
LAKE COUNTY, ILLINOIS**

ORDINANCE No. _____

AN ORDINANCE APPROVING A SEVENTH EXTENSION OF A DECLARATION OF EMERGENCY

WHEREAS, the Village of Lincolnshire is an Illinois home rule municipal corporation operating under the Constitution and laws of the State of Illinois; and

WHEREAS, Section 11-1-6 of the Illinois Municipal Code provides the corporate authorities of each municipality may, by ordinance, grant to the mayor the extraordinary power and authority to exercise, by executive order, during a state of emergency, such of the powers of the corporate authorities as may be reasonably necessary to respond to the emergency; and

WHEREAS, Section 11 of the Illinois Emergency Management Agency Act provides that a local disaster may be declared by the principal executive officer of a political subdivision, which declaration shall not be continued or renewed for a period in excess of 7 days except by or with the consent of the governing board of the political subdivision; and

WHEREAS, the Mayor exercised the power described in Section 11 of the Illinois Emergency Management Agency Act to declare a local emergency on March 17, 2020; and

WHEREAS, on March 18, 2020, the Village Board took action to extend the local emergency declaration to the first regular Village Board meeting in April; and

WHEREAS, on March 18, 2020, April 13, 2020, May 11, 2020, June 8, 2020, July 13, 2020, and August 10, 2020, the Village Board approved ordinances extending the local emergency declaration so that the local emergency declaration is extended through the later of the termination of the State of Illinois' Disaster Proclamation or the first regular Village Board meeting in September 2020; and

WHEREAS, the Governor of Illinois has issued a series of Disaster Proclamations which declare a state of emergency as a result of the COVID-19 pandemic, and Executive Orders that prescribe certain conditions and limitations on work, travel, and other common activities, the term for which is currently scheduled to expire on September 19, 2020; and

WHEREAS, the Village Board desires to approve an extension of the Mayor's declaration of emergency until the later of the termination or expiration of the current State of Illinois Disaster Proclamation or the adjournment of the first regular meeting of the Village Board in October 2020, after

which the Village Board may reassess current conditions and renew or terminate the emergency declaration.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lincolnshire, in exercise of its home rule powers, as follows:

Section 1. Recitals; Findings.

A. The corporate authorities incorporate the foregoing recitals as through fully restated herein and adopt them as an expression of the legislative intent for this Ordinance and the authority bestowed upon the Mayor hereby.

B. Legislative Findings.

(1) The United States Center for Disease Control and Prevention (CDC), the United States Department of Health and Human Services (HHS), and the World Health Organization (WHO) have each determined that the SARS-CoV-2 virus causes the COVID-19 respiratory disease. The SARS-CoV-2 virus is a new strain of coronavirus not been previously identified in humans and is easily spread from person to person. The COVID-19 disease can result in serious illness and death.

(2) More than 250,000 confirmed cases of COVID-19 have been identified in the State of Illinois to date, and more than 8,100 deaths have occurred many in the greater Chicagoland area. On January 31, 2020, the Secretary of HHS declared a public health emergency for the entire United States of America concerning COVID-19. On March 9, 2020, Governor Pritzker issued a disaster proclamation concerning the spread of COVID-19 in Illinois and issued a new disaster proclamation again on April 30, 2020. On March 11, 2020, WHO declared that the spread of COVID-19 is a global pandemic. On March 13, 2020, President Trump declared a national emergency concerning the COVID-19 pandemic.

(3) The Illinois Department of Public Health continues to affirm localized community person-to-person transmission of COVID-19 in Illinois, significantly increasing the risk of exposure and infection to Illinois' general public and creating an extreme public health risk in the Village and throughout the State. As has been experienced in other locales in the United States and around the world, the SARS-CoV-2 virus has the potential to infect large numbers of people in a short amount of time, placing extreme burdens on the health care system and the economy.

(4) In exercise of the authority granted by law, the Mayor has heretofore issued a Declaration of Emergency, first issued on March 17, 2020, extended on April 13,

2020, extended on May 11, 2020, extended on June 8, 2020, extended on July 13, 2020, and extended again on August 10, 2020.

(5) In order to prevent the spread of COVID-19 in the Village, and to protect the residents of the Village from disease and death, it is necessary to approve and extend the Mayor’s Declaration of Emergency to implement emergency regulations and orders, all as set forth in the Mayor’s Declaration

Section 2. Mayor’s Emergency Powers. The Mayor’s Declaration is made in accordance with Section 1-5-1 Subparagraph “F”, Emergency Powers of the Lincolnshire Village Code.

Section 3. Approval and Extension of Declaration of Emergency. For the reasons identified in the recitals and legislative findings, the Board of Trustees hereby extends the Mayor’s Declaration of Emergency, a copy of which is attached hereto as Exhibit A and incorporated by reference, and consents to the extension of such Declaration until the later of the termination or expiration of the current State of Illinois Disaster Proclamation or the adjournment of the first regular meeting of the Village Board in October 2020. The Village Board may terminate or extend the Declaration by the majority vote of the Trustees then in attendance. Without limiting the generality of the foregoing, the Board of Trustees also expresses, for the sake of clarification, that it approves the extension of the Mayor’s Executive Orders issued under the authority granted during the local declaration of emergency.

Section 4. Notice of Declaration of Emergency. The seventh extension of the Mayor’s Declaration of Emergency and this Ordinance shall be given prompt and general publicity and shall be filed promptly with the Village Clerk.

Section 5. Effective Date. The adoption and implementation of this Ordinance is a matter of urgent public concern which requires it to take effect immediately upon its passage by a vote of two-thirds (2/3) of all the members of the corporate authorities now holding office.

SO ORDAINED this ____ day of _____, 2020.

AYES:

NAYS:

ABSENT:

APPROVED:

Elizabeth J. Brandt, Mayor

ATTEST:

Barbara Mastandrea, Village Clerk

Filed in the Office of the Village Clerk this _____ day of _____, 2020.

EXHIBIT A

MAYOR'S DECLARATION OF EMERGENCY

[SEE ATTACHED]

**DECLARATION OF EMERGENCY
VILLAGE OF LINCOLNSHIRE
MARCH 17, 2020**

I, Elizabeth J. Brandt, Mayor of the Village of Lincolnshire, Lake County, Illinois, being first duly sworn under penalty of perjury, attest to the truthfulness of the following and do hereby issue this Declaration of Emergency for the Village of Lincolnshire, this 17th day of March, 2020 ("Declaration").

Findings of Fact

The United States Center for Disease Control and Prevention (CDC), the United States Department of Health and Human Services (HHS), and the World Health Organization (WHO) have each determined that the SARS-CoV-2 virus causes the COVID-19 respiratory disease. The SARS-CoV-2 virus is a new strain of coronavirus not been previously identified in humans and is easily spread from person to person. The COVID-19 disease can result in serious illness and death.

Dozens of confirmed cases of COVID-19 have been identified in the State of Illinois; to date, all of the cases in Illinois are in the greater Chicagoland area. On January 31, 2020, the Secretary of HHS declared a public health emergency for the entire United States of America concerning COVID-19. On March 9, 2020, Governor Pritzker issued a disaster proclamation concerning the spread of COVID-19 in Illinois. On March 11, 2020, WHO declared that the spread of COVID-19 is a global pandemic. On March 13, 2020, President Trump declared a national emergency concerning the COVID-19 pandemic.

The Illinois Department of Public Health has now confirmed localized community person-to-person transmission of COVID-19 in Illinois, significantly increasing the risk of exposure and infection to Illinois' general public and creating an extreme public health risk in the Village and throughout the State. As has been experienced in other locales in the United States and around the world, the SARS-CoV-2 virus has the potential to infect large numbers of people in a short amount of time, placing extreme burdens on the health care system and the economy.

In order to prevent the spread of COVID-19 in the Village, and to protect the residents of the Village from disease and death, I find that it is necessary to issue this Declaration to implement emergency regulations and orders, all as set forth in this Declaration.

Statement of Authority

This Declaration is issued pursuant to the authority granted to me by Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6; and Section 11 of the Illinois Emergency Management Agency Act, 20 ILCS 3305/11.

Declaration

I hereby declare that a state of emergency exists in the Village of Lincolnshire, for the reasons set forth in this Declaration.

Emergency Regulations and Orders

In exercise of the emergency power granted to the office of Mayor upon the declaration of an emergency, I hereby direct and order as follows:

1. *Emergency Purchasing.* I order that the Village may enter into contracts for the emergency purchase of goods and services that may be necessary for the preparation for, response to, and from, the COVID-19 pandemic. The Mayor and the Village Manager are hereby authorized to execute such contracts in accordance with applicable law.
2. *Emergency Staffing.* This Declaration constitutes a declaration of civil emergency and/or force majeure under the Village's collective bargaining agreements. Accordingly, I direct the Village Manager to implement such emergency staffing protocols and procedures as may be necessary for the preservation of public health and safety, and for the preservation of the health of Village employees. Specifically, and without limitation of the foregoing, the Village Manager is authorized to implement alternative staffing protocols, procedures, and shifts for the Village Police Department.
3. *Cooperation with Other Government Agencies.* I direct all Village officials and employees to take all practicable steps to coordinate the Village's resources and emergency operations with the State of Illinois, the County of Lake, and other local governments in and around the Village, to best utilize resources of all agencies in the area for the preparation for, response to, and recovery from, the COVID-19 pandemic.
4. *Enforcement of Executive Orders.* I direct all law enforcement officers to enforce the terms and conditions prescribed in the Executive Orders issued by the Governor which relate to the State's efforts to limit the spread of the COVID-19 disease.
5. *Liquor Commissioner.* Under my authority as the Local Liquor Commissioner, I hereby declare that any bar or restaurant which violates the Executive Order which prohibits service of food or beverage for on-site consumption shall be subject to an immediate suspension of their liquor license for a period of one week. Furthermore, all liquor licenses which are normally limited to on-site consumption are hereby temporarily amended to permit the sale of alcoholic beverages in the unopened, original container for off-site consumption, provided such sale occurs in relation to the service of whole meals. Nothing herein is intended to affect the application of the requirements imposed by the State Liquor Control Commission.
6. *Plan of Succession.* Provisions in the Village of Lincolnshire Emergency Operation Plan shall provide the direction and control of the Village's response to the COVID-19 Pandemic.
7. *Ability to Cease Utility Late Fees/ Water Shut-Offs.* I order that the Village Manager be granted the authority to cease water and/or sewer service shut-offs or cease application of utility late fees that may accrue as a result of delays in payment that may impact a utility customer's ability to make payment in a timely matter.
8. *Payment of Bills to be Ratified at Next Available Board Meeting.* In the event the Village Board may not hold its regularly scheduled meetings, I order that the Village may process all wages and accounts payable that are not inconsistent with the Village Appropriation Ordinance. Such payments will be ratified at the next regularly scheduled Village Board meeting.
9. *Essential Village Meetings.* I direct the Village Manager or his designee to work with the chairperson of each respective advisory Board to determine whether upcoming Zoning Board, Architectural Review Board, Police Pension Board, and Park Board meetings should be cancelled in response to the COVID-19 pandemic.

Pursuant to the authority vested in me pursuant to Section 1-5-1 of the Village Code, I reserve the right to issue additional emergency regulations and orders in furtherance of this Declaration. Notice of any additional regulations and orders will be provided to the Village Clerk, posted on the Village website, and otherwise provided to the general public as quickly as practicable.

Effective Date and Period of Emergency

This Declaration shall take effect immediately, and shall expire automatically upon the first to occur of: (i) the adjournment of the next regular or special meeting of the corporate authorities of the Village; and (ii) the date that is seven days after the date of this Declaration; provided, however, that corporate authorities, in their discretion, may extend the duration of this Declaration by a majority vote at any regular, special, or emergency meeting of the corporate authorities.

Signed and sealed with the official seal of the Village of Lincolnshire on this 17th day of March, 2020.

By:

Elizabeth J. Brandt
Mayor
Village of Lincolnshire



ITEM SUMMARY

Reviewing Body / Meeting Date:	Regular Village Board – September 14, 2020
Subject:	Extension to Intergovernmental Agreement Regarding Regional 9-1-1 Consolidation Project
Action Requested:	Consideration and Approval of Extension
Prepared By:	Joseph Leonas, Chief of Police
Staff Recommendation:	Consideration and Approval
Budgeted Amount:	N/A
Actual Amount:	N/A
Level of Service Impact:	N/A
Meeting History:	N/A
Tentative Meeting Schedule:	September 14, 2020 Regular Village Board – Introduction/Approval
Reports / Documents Attached:	1) Current Intergovernmental Agreement

Background

On April 23, 2018, the Village Board passed a resolution to participate in the development of a Regional 9-1-1 Consolidation Project. Lincolnshire, along with over twenty public safety entities agreed to contribute funding to support the research and development of specific implementation strategies for a 9-1-1 consolidation plan.

The Village previously provided \$10,000 which represented one-third of the portion needed for the Joint Emergency Telephone Systems Board’s representation and participation in the Consolidation Project. The Village contributed an additional \$10,000 to maintain its own individual seat as a single representative in this effort. This ensures Lincolnshire has the identical representation and voting power as every other community, regardless of size.

On November 12, 2018, the Village signed an Intergovernmental Agreement as the first step toward the development of an implementation and migration plan, which was expected to take up to two years to develop. The IGA was created between all participating agencies to provide for financial oversight of the 9-1-1 Consolidation Fund, governance structure of the Regional 9-1-1 Consolidation Project, and Project management. Lincolnshire staff is participating at every step of the process, including having seats on the Policy Committee and Operations Committee. The current Intergovernmental Agreement expired on September 6, 2020. The Regional 9-1-1 Consolidation Project seeks an extension of one year until September 6, 2021, to complete the development of an implementation and migration plan. There is no additional cost to the Village of Lincolnshire for the extension.

Once the implementation and migration plan is complete, Lincolnshire will be equipped with the information necessary to make a final decision if it is in the best interest of the Village to move forward with Regional 9-1-1 Consolidation.

Budget Impact

There is no cost for the Village to participate in the next year of the consolidation study project.



Level of Service Impact

Not applicable.

Approval Process

Only Village Board approval is needed for the resolution and extension of the intergovernmental agreement.

Staff Recommendation / Next Steps

Staff recommends approval of the extension.

**INTERGOVERNMENTAL AGREEMENT
REGARDING REGIONAL 911 CONSOLIDATION**

2157

This agreement is between the **County of Lake** ("County"), an Illinois body politic and corporate, and its **Lake County Emergency Telephone System Board** organized under the provisions of 50 ILCS 750/1, *et seq.*; the **Lake County Sheriff**; the **City of Waukegan**, an Illinois home rule municipal corporation; the **City of North Chicago**, an Illinois home rule municipal corporation; the **Northeast Lake County Consolidated Joint Emergency Telephone Systems Board**, an Emergency Telephone System Board organized under the provisions of 50 ILCS 750/1, *et seq.*; the **Village of Gurnee**, an Illinois municipal corporation; the **Village of Mundelein**, an Illinois home rule municipal corporation; the **Village of Libertyville**, an Illinois municipal corporation; the **Village of Lincolnshire**, an Illinois home rule municipal corporation; the **Village of Vernon Hills**, an Illinois home rule municipal corporation; the **Vernon Hills/Libertyville/Lincolnshire Joint Emergency Telephone Systems Board**, an Emergency Telephone System Board organized under the provisions of 50 ILCS 750/1, *et seq.*; the **Village of Round Lake Beach**, an Illinois home rule municipal corporation; the **Village of Round Lake**, an Illinois municipal corporation, **CenCom**, an Emergency Telephone System Board organized under the provisions of 50 ILCS 750/1, *et seq.*; the **Greater Round Lake Fire Protection District**, a Fire Protection District organized under the Illinois Fire Protection District Act, 70 ILCS 705/1, *et seq.*; the **Wauconda Fire Protection District**, a Fire Protection District organized under the Illinois Fire Protection District Act, 70 ILCS 705/1, *et seq.*; the **Village of Fox Lake**, an Illinois municipal corporation; the **Village of Barrington**, an Illinois municipal corporation, the **Grayslake Fire Protection District**, a Fire Protection District organized under the Illinois Fire Protection District Act, 70 ILCS 705/1, *et seq.*; and the **Countryside Fire Protection District**, a Fire Protection District organized under the Illinois Fire Protection District Act, 70 ILCS 705/1, *et seq.*, referred to individually as the "Party" or collectively, as the "Parties".

Recitals

- a. The Parties have authority to enter into this intergovernmental agreement under the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, and Article VII, Section 10 of the 1970 Constitution of the State of Illinois, and other applicable law.
- b. In the previous five years, the County through its ETSB and the governmental entities that are part of that ETSB have studied whether consolidating more than a dozen independent primary and secondary Public Safety Answering Points (PSAP) in Lake County could enhance the service these PSAPs provide while also more efficiently providing 911 service.
- c. In April 2017, the County and its ETSB received a report it had commissioned (the "911 Consolidation Report"), which included an assessment of the PSAPs in Lake County and the communities they serve.
- d. The 911 Consolidation Report concluded that dispatch consolidation is a mutually beneficial path for public safety entities in Lake County.

- e. The potential benefits of dispatch consolidation include the following: reduced call transferring; staffing improvements to provide enhanced coverage for 24/7 operations; more consistent and effective service delivery; greater opportunities for inter-agency response and backup; better data sharing between agencies and responders in the field, along with expanded oversight; enhanced interoperability and the ability to share information across jurisdictions; operational savings; reductions in future capital investment; and the elimination of duplicative technology maintenance agreements.
- f. The recommendations from the 911 Consolidation Report have been shared in numerous meetings with community and public safety representatives, including the Parties to this Agreement, who believe that a more detailed examination is needed to determine what service enhancements, operational efficiencies, and financial savings can be achieved through the regional consolidation of PSAP centers.
- g. The Parties are committed to the next phase of 911 Consolidation efforts in Lake County, Illinois, and for the reasons stated above, find it to be in the best interests of the health, safety, and general welfare of not only the residents of the population served by each Party, but all the residents of Lake County.
- h. As the Consolidation efforts in Lake County, Illinois continue, the Parties envision additional municipal corporations and other units of local government will join in this process. Procedures for participation of additional entities are outlined below.

In light of the foregoing, the Parties now agree as follows:

Article 1. Financial Contribution; 911 Consolidation Fund.

Prior to signing this Agreement, the Parties to it have made financial contributions held by the County in a segregated fund, which they intend to be used for the purposes set forth below. If additional municipalities, districts, or ETSBs wish to participate in this Agreement, then those entities must first make a contribution substantially similar to the one made by the initial entities to this Agreement. The inclusion of additional Parties, and their required contributions, shall be allowed at the discretion of the Policy Committee. The Parties signing below agree that any entity approved for participation in this Agreement shall be entitled to participate in this Agreement under the terms set forth below.

- 1.1 **911 Consolidation Fund.** The Parties' financial contributions shall be held by the County in a segregated fund (the "Regional 911 Consolidation Fund"). Payments from the Regional 911 Consolidation Fund shall be used for the development of detailed implementation and migration plans. Expected primary expenses are: (a) hiring and paying a Project Manager, who shall be retained by the County as described further below; (b) retaining a Project Consultant (either an individual or a firm) to conduct a detailed consolidation analysis.

The County may administer the Regional 911 Consolidation Fund for paying the Project Manager and Project Consultant according to the contracts that secure their participation. For other expenses directly connected with the Regional 911 Consolidation project, the County may make disbursements from the Fund if the 911 Consolidation Governance Policy Committee (described in Article 2.1.1 below) authorizes the expenditure.

- 1.2 **Financial Oversight.** The County shall administer the Regional 911 Consolidation Fund by applying the financial controls it otherwise uses for other County funds. Additionally, the County will provide the Parties a quarterly report of the balance of the Regional 911 Consolidation Fund and its account activity.
- 1.3 **Reimbursement.** On completion of the work described below, if the Regional 911 Consolidation Fund contains excess money, then the County shall refund to each Party a share of the remaining balance that is proportionate to its original contribution.

Article 2. Governance Structure.

The Parties to this Agreement envision a collaborative effort that can be described in two phases: “Phase I” will consist of creating a detailed analysis of the costs and benefits of 911 consolidation, and will endeavor to create an implementation plan for consolidated 911 communication services (the “Implementation and Migration Plan”); “Phase II” will consist of executing the Implementation Plan. This Agreement outlines the governance structure for Phase I of this two-phase process.

- 2.1 **911 Consolidation Governance Committees.** The Parties will create a 911 Consolidation Governance structure comprised of the following committees:
 - 2.1.1 **Policy Committee:** The Policy Committee shall be comprised of one representative from each Party to this Agreement, as well as an alternate who may serve in the absence of the primary representative. The role of the Policy Committee shall be advisory only, except that the Committee shall have the authority to: (a) approve who the Project Manager and any Project Consultants will be; (b) authorize additional expenses from the Regional 911 Consolidation Fund that are directly connected with the Regional 911 Consolidation project; (c) approve any termination or replacement of the Project Manager or Project Consultant; and (d) approve additional parties who seek to participate.
 - 2.1.2 **Operations Committee:** The Operations Committee shall be comprised of one representative from each Party to this Agreement, as well as an alternate who may serve in the absence of the primary representative. The representative should have significant experience in 911 operations. The Operations Committee will be primarily responsible for providing input to the Project Manager and Project Consultant, and for assisting those individuals with gathering the information they require to complete Phase I

of the 911 consolidation effort. The Operations Committee is authorized to create subcommittees as needed.

- 2.2 **Meetings.** The Governance Committees shall meet periodically to formulate questions and recommendations about consolidating 911 communication services within Lake County into fewer 911 communications centers. The Governance Committees have targeted completing an Implementation Plan in 2019.

The Governance Committees are charged with identifying all major implementation challenges and opportunities associated with 911 consolidation and developing options and solutions for each.

- 2.3 **Open Meetings Act.** The Policy and Operations Committees intend to conduct their meetings in accordance with the procedures set forth in the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* For administrative convenience, the Governance Committee will use Lake County's meeting notice and agenda system, which is currently found at <https://lakecounty.legistar.com>.

2.3.1 Due to the envisioned expansion of participating communities to the 911 Regional Consolidation project and the realities of assembling a quorum of such a large number of members, the quorum for all Policy and Operations Committee meetings shall be set at 11 members, regardless of the size of the Committees.

2.3.2 Assuming a quorum exists, actions by either committee shall be made by a majority of the members present at a properly constituted meeting.

Article 3. Project Manager and Project Consultant.

Using the money held in the Regional 911 Consolidation Fund, the Parties intend to have the County retain a Project Manager and, separately, one or more Project Consultants. The Parties delegate to the County the authority for conducting the hiring process with support of and representation of at least three members of the Policy Committee, using the established procedures that the County otherwise uses for hiring similar professionals.

Similarly, the Parties delegate to the County the authority to conduct a procurement process for retaining a Project Consultant, using the established purchasing procedures that the County otherwise uses for procuring similar consultants.

- 3.1 **Advice and Consent.** At the conclusion of the process for retaining a Project Manager and, separately, a Project Consultant, the Policy Committee shall be given the opportunity to approve their retention for the purposes set forth in this Agreement. Approval shall be by simple majority vote of the Policy Committee. No money from the Regional 911 Consolidation Fund may be spent on either the Project Manager or the Project Consultants unless the Policy Committee approves

of their participation in Phase I. Each approval shall be voted on separately and not dependent on the other.

3.1.1 If the County conducts a Request for Proposal (RFP) to choose a Project Consultant, then the Policy Committee can recommend members to participate on the RFP evaluation committee for selecting the Project Consultants.

3.1.2 Once approved, the County shall bear the primary role in managing the Project Manager and the Project Consultants, with consultation and direction from the Governance Committees.

3.2 **Project Manager.** The Project Manager job description is attached to this Agreement as Exhibit 1.

3.3 **Project Consultant.** The Project Consultant Request for Proposal is attached to this Agreement as Exhibit 2.

Article 4. Miscellaneous Provisions.

4.1 **Enforcement.** Each of the Parties represents that the signatory executing this Agreement on the Party's behalf is duly authorized to do so. The Parties stipulate that venue for any disputes under this Agreement shall be exclusively in the Nineteenth Judicial Circuit of Lake County, Illinois.

4.2 **Entire Understanding; Amendment.** This Agreement contains the entire understanding of the Parties regarding cost-sharing obligations with respect to Phase I, and all other agreements, understandings, representations, and statements, if any, whether oral or written, are merged herein. This Agreement may be amended only by written instrument executed by the Parties.

4.3 **Term; Execution.** The term of this Agreement shall be two years, with an effective date of September 6, 2018. If a Party signs but fails to date a signature, the date that the County receives the signing Party's signature will be deemed to be the date that the signing party signed this agreement, and the County may inscribe that date as the date associated with the signing Party's signature.

4.4 **Counterparts.** The Parties may sign this agreement in several counterparts, each of which will be deemed an original but all of which together will constitute one instrument.

Signed:

<p>COUNTY OF LAKE</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>	<p>LAKE COUNTY ETSB</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>
<p>LAKE COUNTY SHERIFF'S OFFICE</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>	<p>CITY OF WAUKEGAN</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>
<p>CITY OF NORTH CHICAGO</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>	<p>NORTHEAST LAKE COUNTY CONSOLIDATED JETSB</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>
<p>VILLAGE OF GURNEE</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>	<p>VILLAGE OF MUNDELEIN</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>
<p>VILLAGE OF LIBERTYVILLE</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>	<p>VILLAGE OF LINCOLNSHIRE</p> <p>By: <u>Elizabeth J Brandt</u></p> <p>Its: <u>Mayor</u></p> <p>Date: <u>11-12-18</u></p>
<p>VILLAGE OF VERNON HILLS</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>	<p>VERNON HILLS/LIBERTYVILLE/LINCOLNSHIRE JETSB</p> <p>By: _____</p> <p>Its: _____</p> <p>Date: _____</p>

VILLAGE OF ROUND LAKE BEACH By: _____ Its: _____ Date: _____	VILLAGE OF ROUND LAKE By: _____ Its: _____ Date: _____
CENCOM By: _____ Its: _____ Date: _____	GREATER ROUND LAKE FIRE PROTECTION DISTRICT By: _____ Its: _____ Date: _____
WAUCONDA FIRE PROTECTION DISTRICT By: _____ Its: _____ Date: _____	VILLAGE OF FOX LAKE By: _____ Its: _____ Date: _____
VILLAGE OF BARRINGTON By: _____ Its: _____ Date: _____	GRAYSLAKE FIRE PROTECTION DISTRICT By: _____ Its: _____ Date: _____
COUNTRYSIDE FIRE PROTECTION DISTRICT By: _____ Its: _____ Date: _____	