



VILLAGE OF LINCOLNSHIRE

MINUTES COMMITTEE OF THE WHOLE MEETING July 12, 2021

Present:

Mayor Brandt	Trustee Grujanac
Trustee Harms Muth	Trustee Mitchell
Trustee Pantelis	Trustee Raizin
Trustee Wright	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Finance Director Peterson	Public Works Director Wood
Assistant Village Manager/Community & Economic Development Director Roesler	Assistant Finance Director Rossi
Assistant Public Works Director / Village Engineer Dittrich	Planning & Development Manager Zozulya
Management Analyst Cascone	

This was a remote video-conference meeting

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:22 p.m., and Village Clerk Mastandrea called the roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Planning, Zoning and Land Use

2.11 **Pre-Application Review Regarding a Text Amendment to Adopt a Nine-Month Moratorium on Village Approvals & Permit Issuance for Industrial/Warehouse Building Additions and New Construction in the Office/Industrial Zoning District (Village of Lincolnshire)**

Planning & Development Manager Zozulya provided an overview of the proposed moratorium in the Office/Industrial (O/I) Zoning District. Staff has received numerous requests within the last year to demolish existing office buildings in order to build large-scale industrial buildings primarily within the Corporate Center and along Apatkisc Road. After reviewing proposals, staff is requesting a moratorium to further study the various land uses within the Corporate Center. Increased truck traffic and noise due to the large industrial buildings can impact the surrounding properties. The moratorium coincides with the update of the Village's Comprehensive Plan and allows staff to include further research into the overall plan.

Staff proposed issuing a Request for Proposal (RFP) to bring in consultants to assist in analyzing the potential impact. Staff estimates professional consultants would cost approximately \$50,000, based on neighboring communities recent updates to their comprehensive plans.

Mayor Brandt expressed concern that the Village will be at a competitive disadvantage by issuing a nine-month moratorium rather than the Board prohibiting the developments outright. Mayor Brandt asked if the property owners should be participating in staff's research and study.

Trustee Grujanac asked if staff will include all parties in these discussions or just property owners. Planning & Development Manager Zozulya said all those affected will be included; owners, property managers, and brokers.

Trustee Harms Muth expressed concern that nine months is a long time since companies are getting ready to ramp up after the pandemic, and would like to see where the warehouses could be placed. Mayor Brandt asked if staff can add a caveat to Village Code stating warehouses must be sales tax generating businesses.

Assistant Village Manager/Community & Economic Development (CED) Director Roesler expressed concern about potential traffic volume, and how warehouse developments along Milwaukee Avenue and Half Day Road could severely impact the operations of adjacent businesses and character of Lincolnshire.

Village Manager Burke clarified staff is not receiving requests for warehouses to be built within the western portion of the Corporate Center. Requests are for high-profile locations that could impact the community's character, restaurants, and hotels in the area.

Planning & Development Manager Zozulya expects the Zoning Board text amendment process to take up to two months. Assistant Village Manager/CED Director Roesler noted the nine months is the maximum length of the moratorium, but staff could come to a conclusion sooner.

Trustee Pantelis asked where staff would get the money for a consultant if funds were not budgeted. Assistant Village Manager/CED Director Roesler stated the funding would come out of the Community & Economic Development (CED) budget and staff will come back with an amendment to the appropriation ordinance if they exceed the department's overall budget. Staff would budget for future consultant fees in 2022 if the project extends past the end of the year. Staff expects to spend approximately \$10,000 out of the 2021 CED Department budget.

Trustees Harms Muth and Pantelis were in favor of restricting the moratorium to high-profile areas. Trustee Raizin was in favor of creating a comprehensive plan for future uses. Trustees Wright and Grujanac wanted to limit the moratorium to O/Ia and O/Ib zones. All trustees were in favor of shortening the length of the moratorium.

Village Attorney Simon recommended including Zoning Districts O/Ia and O/Ib, as well as any O/I property that fronts on Aptakisic Road, Milwaukee Avenue, or Half Day Road in the moratorium.

The Board recommended shortening the moratorium to four months. Village Manager Burke stated staff will accelerate the process to achieve completion by the end of 2021. This item will go to the Zoning Board in August 2021

2.2 Finance and Administration

2.21 **Consideration of an Amendment to the Intergovernmental Agreement between the Village of Lincolnshire and the Solid Waste Agency of Lake County (SWALCO) (Village of Lincolnshire and Solid Waste Agency of Lake County)**

Village Manager Burke provided an overview of SWALCO's update to their bylaws and recommended placing this item on the consent agenda at the next Regular Village Board meeting.

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 **Presentation and Consideration of the 10-Year Capital Plan Update (Village of Lincolnshire)**

Assistant Public Works Director / Village Engineer Dittrich provided an overview of the 2022 – 2031 Capital Improvement Plan (CIP). The CIP assists in decision making process for financial forecasts and annual budget planning.

Assistant Public Works Director / Village Engineer Dittrich stated that the Village saved \$735,000 in Fiscal Year 2021 by deferring projects to future years. As part of the annual capital planning process, staff reviews every product and capital purchase to determine if the year the project/purchase is to take place can occur in an outlying year. These decisions directly impact the budgeting for the coming year and may have an impact on the long-term financial plan.

Assistant Public Works Director / Village Engineer informed the Board of the projects being contemplated in 2022, including: new flooring in the Police Department, a Public Works mini-excavator, new media equipment in the Board Room, drainage improvements on Windsor Drive, engineering on North and South Lincolnshire Drive, detention and drainage construction on Surrey Lane, water main replacements, a water main leak survey, electrical upgrades, sanitary sewer lining, smoke testing, sign replacement at all Village parks, poured-in-place playground surface, concession building and bathroom improvements at North Park, Rivershire Park improvements, Bicentennial Park Drainage improvements, road resurfacing, pavement evaluation, and purchasing one Police Department squad car.

Assistant Public Works Director / Village Engineer Dittrich reminded the Board all projects in parks are paid for out of the Park Development Fund.

The 5-year Financial Forecast and Plan and storm sewer utility fee will

be discussed at the July 26, 2021, Committee of the Whole meeting. These discussions will assist staff in 2022 budgetary planning.

Trustee Harms Muth asked why the Northampton water main needs to be replaced. Assistant Public Works Director / Village Engineer Dittrich said Village policy is to add water main line to the CIP replacement list when the line has three main breaks due to corrosion within an 1,000 linear feet of water main pipe. Northampton has had seven water main breaks to date.

Mayor Brandt asked if it is possible to obtain grants for parks projects. Assistant Public Works Director / Village Engineer Dittrich said grants are typically for new infrastructure, whereas the contemplated parks projects are primary repairs to existing infrastructure.

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

4.1 New Pickleball Courts

Trustee Raizin noted feedback she received from residents about their satisfaction with the new pickleball courts throughout the Village. Trustee Raizin mentioned Lake Bluff had a pickleball training lesson and tournament, and recommended staff explore the possibility of the Village hosting something similar as a way to teach more residents about pickleball.

Village Manager Burke stated staff and the Lincolnshire Sports Association (LSA) have an upcoming meeting to discuss planning and budgeting, and staff will recommend LSA host a training session and competition.

4.2 Red, White, & BOOM! Logistics & Events

Mayor Brandt expressed interest in discussing Red, White, & BOOM! logistics, given recent event activities and feedback provided from community members. The Board briefly discussed future possibilities for all aspects of Red, White, & BOOM! including timing and location. The Board expressed a desire to hear from staff and the public as well. Village Manager Burke stated staff have already discussed plans for next year's event and would provide a future report for Board consideration.

Mayor Brandt reminded the Board that Heroes Night will be postponed until 2022, but the Village is planning to host Boo Bash on October 29.

Trustee Raizin asked if there was an update on the Summer in the Shire concert series. Village Manager Burke stated logistical planning is being finalized with all involved parties. Management Analyst Cascone informed the Board the first Summer in the Shire concert will be held on July 22 from 7-9

p.m. at Village Green.

5.0 EXECUTIVE SESSION

6.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Raizin seconded the motion to adjourn. The voice vote was unanimous and Mayor Brandt declared the meeting adjourned at 8:46 p.m.