



VILLAGE OF LINCOLNSHIRE

MINUTES COMMITTEE OF THE WHOLE MEETING August 8, 2022

Present:

Mayor Brandt
Trustee Harms Muth
Trustee Pantelis
Trustee Wright

Village Attorney Simon
Village Treasurer/Finance Director
Rossi
Public Works Director Woodbury

Assistant Public Works
Director/Village Engineer Dittrich
Utilities Superintendent Geib

Trustee Grujanac
Trustee Mitchell
Trustee Raizin
Village Clerk Mastandrea (left at
9:30 p.m.)
Village Manager Burke
~~Chief of Police Leonas~~
Assistant Village Manager/Community &
Economic Development Director Roesler
Planning & Development Manager Zozulya

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:26 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 Pre-Application Review Regarding a Rezoning from B2 General Business District to R3 Single-Family Residence District for a Single-Family Home; Approval of Land Donation Agreement; Approval of an Access Agreement on Village Property; and Waiver of Required Tree Bond (51 Lincolnshire Drive – Jim Lu)

Planning & Development Manager Zozulya provided background on 51 Lincolnshire Drive and a summary of the pre-application review request regarding a rezoning from B2 General Business District to R3 Single-Family Residence District for a single-family home; approval of Land Donation Agreement; approval of an Access Agreement on village property; and waiver of required tree bond as requested by Jim Lu. The petitioner obtained conceptual approval from the Lake County Stormwater Management Commission ("SMC"). SMC will provide a final permit prior to the Village issuing a building permit for single-family home construction should the rezoning request be approved. The current B2 commercial zoning of the subject property does not allow single-family homes and does not fit with the surrounding neighborhood character. As such, a commercial use is not suitable for this property due to the proximity of the property to residential homes. Rezoning the property will help protect residential property values for the area. Mr. Lu proposes to donate 2.69 acres of the site to the Village. The petitioner also proposes to dedicate the Londonderry Lane

right-of-way to the Village for roadway purposes. Mr. Lu also requests a 5,700-square-foot, 45' wide easement from the Village across the Village-owned 45 Lincolnshire Drive property to provide driveway access to the planned new home. The easement is needed because there is no room to place the entire driveway on his property given floodplain restrictions. The applicant also requests a tree removal fee waiver. Staff estimates the fee will be \$150,150 based on the tree survey provided by the applicant. Staff recommends approval of the tree fee waiver due to the rezoning to R3 Single-Family Residence, as well as the related land donation, right-of-way dedication, and storm water management easement the owner will make to the Village.

Mayor Brandt asked if the value of the land being donated is known. Planning & Development Manager Zozulya stated staff has not had the land appraised. Mr. Lu noted the land being donated is less than 1/3 of the property and he is uncertain of the value.

Mayor Brandt noted her opinion that this has been the best plan for the land since she has been on the Board.

Trustee Harms Muth noted concern regarding tree removal and possibly the planned new construction contributing to additional flooding in the area. Civil Engineer Kevin Lewis with IG Consultants provided a site plan showing the proposed residential property out of the flood zone. Mr. Lewis noted some of the trees would be removed to provide additional flood storage on the property.

A brief conversation regarding the driveway location on Village property followed. Trustee Mitchell asked what the advantage would be to keep the land and grant easement for the proposed driveway instead of selling it. Assistant Public Works Director/Village Engineer Dittrich noted there is still infrastructure underground from the old water tower that is connected to the water system that would need to be removed if the property is sold. Village Manager Burke noted the property has more Village infrastructure on it than what is typical, and the proposed driveway would not conflict with the location of the existing utilities on the property. Trustee Mitchell asked if there is a precedent of other residents being granted an easement over public land. Village Manager Burke noted a home that was in unincorporated Lake County on Half Day Road has partial village easement access. He noted there may be easements in the Story Book Lane area as well.

Further concerns from the Trustees regarding flooding as a result from the project followed. Trustee Harms Muth noted land is needed by the Village for a pumping station but expressed her opinion there may be options for the Village to obtain the land some other way.

Trustee Raizin asked what kind of flooding problems, if any, has there been in this area in the current year. Assistant Public Works Director/Village Engineer Dittrich stated staff has not had to shut down Londonderry Lane at all in the current year but there has not been substantial rainfall.

Village Attorney Simon asked if this project would qualify to go through SMC for permit. Mr. Lewis stated the threshold for a project to get SMC approval is 5,000 square feet so this project qualifies for obtaining an SMC permit. The petitioner has already received preliminary SMC approval. Mr. Lewis addressed some flooding concerns on the site plan. Part of the proposed plan will increase the storm water detention capabilities on the property to be developed.

Trustee Mitchell asked if the Engineer looked to see how the water flows from the surrounding homes onto the proposed site and would the proposed structure change the flow. Village Attorney Simon stated with regards to drainage law, when you develop a property, you must accept water at the volume and pace that exists and release water at the pace and volume it exists prior to new construction. From an engineering perspective the rules are designed so the upstream landowners are not penalized from downstream development. The Trustees noted further concern with the flooding in the area. Village Attorney Simon noted the lift station would be installed to help with water flow. Trustee Harms Muth stated the lift station would help until the street becomes part of the river. Trustee Harms Muth noted her opinion was to wait and see if the lift station helps before adding an additional structure in this area of the Village. Trustee Grujanac noted concern with the size of the structure and not knowing where the water would drain once the structure was built stating the proposed structure is uphill and she did not want the result to affect other homes in the area. Mr. Lewis noted a topography of the property has been completed, and they have looked at where the water drains. They would not block the drainage from the other structures from flowing through the subject property, and the new home would not be permitted to direct additional storm water runoff to neighboring properties.

A conversation regarding the timeframe of two years before the storm water improvements including the lift station would be installed in this area were discussed.

Trustee Harms Muth stated she agrees some of the flooding is due to Londonderry Lane not draining properly. The other reason is because the river gets too high and overflows the banks, then this entire area becomes part of the river. Water cannot be pumped from Lincolnshire Drive and Londonderry Lane area back into the river when the river is overflowing the banks and the entire neighborhood becomes the river. Trustee Harms Muth stated this will be a continual problem even after the storm water drainage improvements are done. Mayor Brandt stated if the proposed new home project is not doable, SMC would not issue a permit for it. Trustee Harms Muth questioned this stating she lived in this area and has seen the flooding impact. She noted she does not want to suggest SMC does not know what they are doing, but there may be other factors that fall into the why the flooding occurs, and this area has been such a traumatic area for flooding in the community which causes concern for the request.

Trustees Wright, Pantelis, and Raizin stated they would be in favor of

referring this to the Zoning Board. Trustee Grujanac and Harms Muth noted concern for additional flooding possibly resulting from the proposed construction. Trustee Mitchell stated he would like to see more information on the elevations of where this structure is positioned relative to the houses on Cambridge Lane and Lincolnshire Drive. Trustee Mitchell stated it would also be helpful to have more information in terms of reconfiguring the proposed area to have more capacity to hold water. Trustee Mitchell stated he would like to see a house there and would be in favor of referral.

Mayor Brandt summarized next steps and approvals prior to bringing this matter back to the Village Board and what the Village Board would like to see when presented to the Village Board after Zoning Board review.

It was the consensus of the Board to refer this to the Zoning Board.

2.5 Parks and Recreation

2.51 Receipt of Report and Consideration of Request from Lincolnshire Sports Association (LSA) for Multiple Improvements to the Athletic Fields at North Park (Lincolnshire Sports Association)

Mayor Brandt moved up and opened Item 2.51 on the agenda.

Public Works Director Woodbury provided a summary of the report and consideration of a request from Lincolnshire Sports Association (LSA) for multiple improvements to the athletic fields at North Park.

Public Works Director Woodbury introduced Mr. Kevin Sendre who would provide a presentation regarding the requests on behalf of LSA.

Mr. Sendre provided a presentation regarding requests from LSA. His presentations detailed multiple improvements to the athletic fields at North Park and included background on his family, personal commitment to the park, his involvement with LSA, timeline prior to meeting with the Board with the goal to improve the fields at North Park, and reasons for the request to improve the fields. Mr. Sendre reviewed proposed improvement solutions LSA is requesting for North Park including baseball solutions, wind screens to include sponsorship logos and achievements, synthetic turf for the fields, and the costs and timeline involved with these potential improvements. Mr. Sendre continued the presentation and provided a prioritized timeline of renovation including costs. He shared information on possible revenue sources to assist in funding the requested improvements including commitments by LSA, Chicago Rush, Slammers, additional league fees, partnerships, sponsorships, and donations. Mr. Sendre share information on LSA's future responsibilities related to the proposed improvements and North Park.

Mayor Brandt suggested leaving the "Hungry, Don't Leave Town" banner up for patrons of the park to promote Lincolnshire restaurants as places to eat when visiting North Park for games/activities.

Trustee Wright asked what specific request is being made to the Village for the proposed improvements. Mr. Sendre stated he is asking the Village for approval for LSA to pursue additional sources of funding and agreement for the proposed improvements. Mayor Brandt noted the Village is not in a financial position to help fund the proposed projects.

Trustee Harms Muth asked Mr. Sendre if LSA was asking for a contribution for the improvements from the Village. Mr. Sendre stated LSA is not asking for money from the Village for the proposed improvements.

Trustee Grujanac stated the proposal included Cricket, Lacrosse, and Football, but the Park Board was told during recent tours that these sports were not viable options at North Park.

Trustee Grujanac asked how many current league players are from Lincolnshire noting she has heard questions about Lincolnshire not having a Park District and suggested having a non-resident fee as other municipalities do. Mr. Sendre stated he did not have the breakdown of resident verses non-residents.

Trustee Grujanac asked if all the league games at North Park are managed by LSA. Public Works Director Woodbury confirmed Rush Soccer was the soccer affiliate of LSA, and Slammers is the baseball affiliate of LSA.

Trustee Mitchell stated the proposal included permanent fencing for shared soccer/baseball fields three and six. If this is done, will it eliminate the soccer use for these fields. Mr. Sendre stated these fields would no longer be needed for soccer since field seven is big enough to incorporate the other soccer fields and the reconfiguration would allow for this.

Trustee Mitchell asked if there are other local fields using the synthetic turf for the Board to view. Mr. Sendre noted Vernon Hills has one, Lake Forest will be installing them at Deerpath Middle School, and Libertyville has them. Mr. Jeff Ralston representing LSA stated when it rains, they go to Techny Fields in Northbrook which has synthetic turf. Trustee Mitchell asked if they reconfigured the layout, and the Village wanted to defer the synthetic turf, could they put regular grass in for a few years until funding is available. Mr. Ralston noted they can't reconfigure this since there are not lights on some of the fields; this would affect fall ball play.

Trustee Harms Muth asked staff about the long-term maintenance of the proposed synthetic fields. Public Works Director Woodbury stated the maintenance for the synthetic fields would be a little more at first with the installation but long-term it is expected to take less maintenance.

Trustees noted concern with the fields becoming private LSA fields and

not Village fields. Public Works Director Woodbury stated a scheduled event through the Village or LSA takes priority. The policy calls for North Park to be open use for all the public. The policy would have to be changed and approved by the Village Board for the fields to become private.

A conversation regarding private donations followed.

Mayor Brandt asked the Board if LSA can raise the funds and Public Works provides input on cost savings, would the Board agree with the proposed improvements and sponsorships signs.

Trustee Mitchell stated he would be in favor of the turf fields but would be cautious with the allowance of sponsorship signs posted. A conversation regarding posted advertisements followed.

Trustee Raizin noted concern with concessions on an ongoing basis outside of a tournament. Mr. Sendre noted LSA would work with this and may want availability with this during higher use times.

Trustee Raizin asked what types of sports LSA is promoting for girls. Mr. Sendre noted Girls on the Run was implemented two years ago and Bolts cheerleading offers activities for young girls. There is not an LSA sport that is not inclusive of girls. A conversation regarding the sports offered at LSA and the potential for additional sports when the improvements are made followed noting volunteers are key to the teams.

Trustee Raizin stated she would be in favor of turf fields but had some concerns regarding the proposal of creating a foundation being run under LSA and how it was structured in the proposal.

Trustee Wright stated she is in favor of turf fields but would not want the Village to pay for it.

Trustee Harms Muth stated she is open to the proposal.

Trustees Mitchell, Pantelis, and Grujanac stated they are open to the proposal with restrictions regarding the signage.

Mr. Sendre asked if the Board was in favor of renaming or adding a sponsorship name to North Park. The Board stated they would discuss it in the future if it was brought back to the Board.

Sponsorship ideas were briefly discussed.

2.2 Finance and Administration

2.21 Receipt of Report Regarding Mid-Year Fiscal Year 2022 Budget and Goal Status Report (Village of Lincolnshire)

Village Manager Burke provided a summary of the report regarding mid-year fiscal year 2022 budget and goal status. Village Manager Burke noted revenues are reporting better than budgeted.

A brief conversation regarding percentages and timeframes of the revenue receipts followed. Village Manager Burke provided direction of comparing the presented with last year's budget.

2.3 Public Works

2.31 Consideration of Approval of Awarding a Contract with Okeh Electric Company for the Upgrade and Replacement of the Eastside Reservoir MCC Panel in an Amount not to Exceed \$42,625.00 (Village of Lincolnshire)

Utilities Superintendent Geib provided a summary of awarding a contract with Okeh Electric Company for the upgrade and replacement of the eastside reservoir (ESR) MCC panel in an amount not to exceed \$42,625.00. The Automatic Transfer Switch (ATS) located at the ESR is the original switch from the 1970's and is operating on borrowed time. These switches have developed over time to become quite sophisticated and can be integrated with the Villages Supervisory Control and Data Acquisition (SCADA) system. After integration with SCADA, staff can monitor, record, and control power/backup power more frequently and remotely. This was the only bid received.

Trustee Harms Muth asked if staff has worked with Okeh Electric Company in the past. Utilities Superintendent Geib confirmed the Village has worked with this contractor in the past.

Trustee Raizin stated the budget for this was \$35,000, the base price came in at \$33,850 with a contingency of \$8,775 and asked if there was a chance the Village would not need the contingency. Utilities Superintendent Geib stated staff would know quickly if this contingency amount would be needed to extend the ComEd leads from the switch, so in all honesty, there is a 50% chance of using the contingency.

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

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

Assistant Public Works Director/Village Engineer Dittrich provided a presentation of the 10-Year Capital Plan update including guiding principles; CIP categories; figures used for budgeting; major items added, removed, or adjusted; 2023 major expenses including underground storage tank rehab, Village Hall HVAC replacement, Public Works HVAC replacement, equipment; stormwater program update once formal word is received from grant applications.

Mayor Brandt asked if the Village would qualify for any federal grant funds. Assistant Public Works Director/Village Engineer Dittrich stated staff pursues any infrastructure money that becomes available.

Assistant Public Works Director/Village Engineer Dittrich continued the

presentation with 2023 major expenses including water improvements.

Trustee Harms Muth asked if the Anglican Water Improvements mentioned in the update were previously part of what staff budgeted. Assistant Public Works Director/Village Engineer Dittrich stated this project was a new project identified as part of the drainage project in this area of the Village. Staff will take this opportunity to get these services on to newer water main, when the excavation is being done for the storm sewer system work, instead of old water main installed in the 70's. Utilities Superintendent Geib stated this also aligns with the 2020 water model that was done.

Assistant Public Works Director/Village Engineer Dittrich continued the presentation with 2023 major expenses including water improvements, sanitary improvements, and parks/paths improvements.

Public Works Director Woodbury noted the Whytegate light upgrades proposed is a recommendation from the Park Board noting the current lighting on the trees is no longer safe.

Assistant Public Works Director/Village Engineer Dittrich continued the presentation with 2023 major expenses with parks/path improvements.

Public Works Director Woodbury noted the Spring Lake Park Bridge replacement engineering would look at possibly replacing this with different material.

Assistant Public Works Director/Village Engineer Dittrich continued the presentation with 2023 major expenses with road program improvements and vehicle replacement program noting pricing and supply for vehicles is unknown right now.

Trustee Harms Muth asked if the money for the vehicle replacement program might not be spent in current year. Assistant Public Works Director/Village Engineer Dittrich noted they are unaware of the timeframe but once available, the vehicles will need to be purchased.

Mayor Brandt asked if the kiosk signs and park signs are planned for current year. Village Manager Burke confirmed they are planned for this fall.

Village Manager Burke stated the report reflects approximately \$3.1 million in total Capital expenses in 2023, and the amount contemplated, including use of reserves to fund capital, is more in line with what was presented with the recent forecasting discussion.

Assistant Public Works Director/Village Engineer Dittrich concluded the presentation with next steps timeline.

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

~~**2.51 Receipt of Report and Consideration of Request from
Lincolnshire Sports Association (LSA) for Multiple
Improvements to the Athletic Fields at North Park (Lincolnshire
Sports Association)**~~

Item 2.51 was moved up and discussed after 2.1, Planning, Zoning,
and Land Use.

2.6 Judiciary and Personnel

3.0 UNFINISHED BUSINESS

4.0 NEW BUSINESS

5.0 EXECUTIVE SESSION

6.0 ADJOURNMENT

Trustee Grujanac moved, and Trustee Harms Muth seconded the motion to adjourn.
The voice vote was unanimous, and Mayor Brandt declared the meeting adjourned at
9:56 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk