

AGENDA
COMMITTEE OF THE WHOLE MEETING
Village Hall – Board Room
Monday, June 27, 2016
Immediately following Regular Village Board Meeting

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 .

The Committee of the Whole will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Trustees to do so. Citizens wishing to address the Board on agenda items may speak when the agenda item is open, prior to Board discussion.

CALL TO ORDER

1.0 ROLL CALL

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the June 13, 2016 Special Committee of the Whole Meeting Minutes

2.2 Acceptance of the June 13, 2016 Committee of the Whole Meeting Minutes

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Consideration of Preliminary Evaluation of Request to Amend the Downtown Planned Unit Development to Construct a Culver's Restaurant with a Drive-Thru on Parcel C and Install New Center-Wide Ground Signage (DK Mallon / Village of Lincolnshire)

3.2 Finance and Administration

3.3 Public Works

3.31 Consideration of Out of Village Water Service Request for 16139 Port Clinton Road (Sou-Jen Chang)

3.32 Consideration of Requested Fee Waiver for Site Work Permit for Lincolnshire-Riverwoods Fire Protection District

3.33 Consideration of Purchase of a Portable Truck Lift and Auxiliary Jack Stands under the National Joint Powers Alliance contract number (061015-RRL) awarded to Standard Industrial and Auto Equipment, Inc. from Hanover Park, IL in an amount not to exceed \$48,666.79 (Village of Lincolnshire)

3.34 Consideration of a Professional Service Contract with RJN Group, Inc. for Engineering Services at a Cost Not to Exceed \$77,500 (Village of Lincolnshire)

3.4 Public Safety

3.5 Parks and Recreation

3.6 Judiciary and Personnel

4.0 **UNFINISHED BUSINESS**

5.0 **NEW BUSINESS**

6.0 **EXECUTIVE SESSION**

7.0 **ADJOURNMENT**



MINUTES
SPECIAL COMMITTEE OF THE WHOLE MEETING
Monday, June 13, 2016

Present:

Mayor Brandt	Trustee Feldman
Trustee Grujanac	Trustee Hancock
Trustee McDonough	Trustee Servi
Trustee Leider	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Chief of Police Kinsey	Finance Director/Treasurer Peterson
Public Works Director Woodbury	Assistant Public Works Director/Village
Building Official Jesse	Engineer Dittrich

ROLL CALL

Mayor Brandt called the meeting to order at 6:00 p.m. and Village Clerk Mastandrea called the Roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Des Plaines River Bank Stabilization Project Presentation

Assistant Public Works Director/Village Engineer Dittrich noted the existing berm along the Des Plaines River, combined with sandbagging and pumping operations, protects 70 homes along Lincolnshire Drive. Residents own their property to the center of the Des Plaines River which includes the existing berm. Many residents have installed landscaping features on and around the berm. The topic for the meeting is to review and discuss stabilization and rehabilitation options for the berm in this location.

Mr. Marty Michalisko, from ERA Consultants, provided a presentation and evaluation of the Riverwoods subdivision internal drainage system which drain through six main storm sewer systems to the Des Plaines River.

Ms. Erin Pande, from ERA Consultants, provided a presentation related to Des Plaines River Berm System noting the existing berm is too low in many areas and not quite wide enough to support sandbag efforts or other flood fighting operations. It was noted miscellaneous landscaping is present along the berm which creates obstruction for Village access.

Ms. Pande highlighted possible actions for Village Board consideration as follows:

- Do nothing to the existing berm
- Raise settled berm areas to 10-year protection levels
- Remove woody materials along the berm
- Remove drain line penetrations through the berm
- Remove failed retaining walls
- Remove fences, playground equipment, and other items placed on the berm from the residents
- Provide and pay for a detailed survey of overland flow routes.
- Possibly obtaining 30' – 45' easements so that the Village could have formal rights/responsibilities to maintain the area.

Assistant Public Works Director/Village Engineer Dittrich provided information related to land acquisition of the possible easement which would give the Village right-of-entry. Assistant Public Works Director/Village Engineer Dittrich solicited feedback from the Board on next steps.

After a brief discussion regarding next steps, it was the consensus of the Village Board staff should work to host a public meeting with homeowners located along the berm. This meeting would be to educate residents about best practices for maintaining the berm to ensure it remains stable and a good barrier in certain storm events. It was the consensus of the Village Board that the Village will not be pursuing taking formal responsibility for stabilization, care or maintenance of the berm as it is private property and does not plan to seek easements from property owners for the Village to take formal responsibility for the berm. Staff plans to share the draft citizen meeting PowerPoint presentation with the Village Board for feedback prior to hosting public meeting.

3.0 ADJOURNMENT

Trustee McDonough moved and Trustee Servi seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 6:47 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, June 13, 2016**

Present:

Mayor Brandt	Trustee Feldman
Trustee Grujanac	Trustee Hancock
Trustee McDonough	Trustee Servi
Trustee Leider	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Chief of Police Kinsey	Finance Director/Treasurer Peterson
Public Works Director Woodbury	Assistant Public Works Director/Village
Building Official Jesse	Engineer Dittrich

ROLL CALL

Mayor Brandt called the meeting to order at 7:26 p.m. and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the May 23, 2016 Committee of the Whole Meeting Minutes

The minutes of the May 23, 2016 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Preliminary Evaluation of a Request for a Special Use to Permit Establishment and Operation of a Children's Daycare Center (The Gardner School – 250 Barclay Boulevard)

Building Official Jesse summarized the request for a Special Use to permit establishment and operation of a children's daycare center. Building Official Jesse stated this is a preliminary request and would require referral to the Zoning Board and Architectural Review Board.

Mr. Jay Joiner representing the Gardner School, Mr. Bryan Slonski with NORR Architects, and Mr. John Grzywa with Woolpert Engineering introduced themselves and provided a presentation regarding their request for a children's daycare center at 250 Barclay Boulevard.

Trustee McDonough asked if most of the customers were expected to come from the corporate buildings in the surrounding area. Mr. Joiner confirmed they expected their customers would be from the corporate buildings in the surrounding area and noted they target high daytime population areas.

Trustee Hancock asked how this business would be different from other daycare facilities in the area. Mr. Joiner stated all teachers have four year degrees in early childhood education; the school is very education based; once the children at the school reach toddler age, the students all wear uniforms. The Gardner School has an excellent director; the facilities are excellent; and play areas are top of the line.

Mayor Brandt stated her opinion was there is a need for this type of business in the proposed location.

Trustee McDonough asked if all the Gardner Schools were corporately owned and operated. Mr. Joiner confirmed all the schools are corporately owned and operated; no franchises.

Mr. Slonski provided information regarding the design of the proposed location.

Trustee McDonough asked if the parking requirements were more than what was required. Building Official Jesse confirmed they are proposing more spaces than code requires.

There was a consensus of the Board to refer this to the Zoning Board and the Architectural Review Board.

3.12 Consideration of an Ordinance Amending the Lincolnshire Plumbing Code to Require WaterSaver Fixtures (Village of Lincolnshire)

Building Official Jesse provided a summary of the proposed ordinance amending the Lincolnshire Plumbing Code to require WaterSaver fixtures.

Village Attorney Simon asked if there is a place in Title 5 of the Village Code where this should be codified. Building Official Jesse noted Title 5 Chapter 4 refers to the plumbing code. Village Attorney Simon noted that when this item is approved the Code section should be amended.

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

3.2 Finance and Administration

3.3 Public Works

3.31 Consideration and Discussion of an Ordinance Adopting the Prevailing Wage Rates to be paid to Laborers, Mechanics and Other Workers Performing Construction of Public Works for the Village of Lincolnshire (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich noted this is an

annual Ordinance the Board considers and is required by the State of Illinois.

Village Manager Burke stated Village Attorney Simon suggested a change to section 1 of the ordinance due to the state budget situation and the Department of Labor has not ascertained the prevailing wage since last year; the change is to state “the most recent state change or current wage schedule”.

Trustee Hancock asked why this is not executed at a state level since it is a requirement. Village Attorney Simon noted the wage scale is determined at the County level.

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

3.32 Consideration of a Professional Services Contract with Bolinger Lach & Associates for Water Main Replacement and Roadway Rehabilitation Design, Permits, and Bidding Services (Pembroke Drive from Dover Circle to Astor Court) at a Cost not to Exceed \$108,881.68 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a professional services contract with Bolinger Lach & Associates for water main replacement and roadway rehabilitation design, permits and bidding services.

Trustee Hancock asked how a certain location takes priority over another for this type of underground replacement. Assistant Public Works Director/Village Engineer Dittrich noted past history of water main are identified and the current replacement has acidic soils; making it a priority. Village Manager Burke noted this was the next priority in the 10-year capital plan which will be discussed further during upcoming budget discussions.

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

3.4 Public Safety

3.41 Consideration and Discussion of an Ordinance Amending Section 3-3-2-14 of Title 3, Chapter 3 (Liquor Control) of the Lincolnshire Village Code Regarding Owner/Manager Residency Requirements (Village of Lincolnshire)

Chief of Police Kinsey provided a summary of the proposed ordinance amending section 3-3-2-14 of the liquor code regarding owner/manager residency requirements which was the result of a recent request for an owner/manager to be a non-resident of Lake County. Staff conducted a survey of surrounding areas and most municipalities no longer have this requirement.

Trustee Hancock asked if anyone knew why the stipulation was put in place initially. There were various speculations brought forth but no one knew specifically why this was part of the code.

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

3.42 Resolution Approving the Dissolution of the Emergency Telephone System Board (ETSB)

Chief of Police Kinsey provided a summary of the proposed resolutions approving the dissolution of the Emergency Telephone System Board (ETSB). According to the Emergency Telephone System Act, it is necessary the Village provide proof of a plan, by June 30, 2016, to dissolve its ETSB and enter into an intergovernmental agreement with the Villages of Vernon Hills and Libertyville and create a Joint Emergency Telephone System Board ("JETSB").

Village Attorney Simon noted when the resolution comes back to the Village Board, to strike section 4 of the resolution.

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

3.5 Parks and Recreation

3.6 Judiciary and Personnel

4.0 UNFINISHED BUSINESS

5.0 NEW BUSINESS

5.1 Zoning of Single-Family Homes

Trustee Hancock stated in past meetings it has been the recommendation for staff to look at the zoning regulations for single-family homes and asked what the status of this request is.

Village Manager Burke noted staff is researching surrounding areas and will put a report together for the Board.

Mayor Brandt stated currently the Community & Economic Development Department is short staffed but this is a priority. Mayor Brandt suggested the Board provide staff with any ideas they have regarding amended zoning regulations.

5.2 Pets in the Parks

Mayor Brandt stated she received correspondence from a resident stating pets are going through the parks which is not allowed and clearly marked by signs. Mayor Brandt stated the signs are actually located in the park and not at the entrance of the park at a few locations and suggested they be moved to the

entrance area. Mayor Brandt also suggested putting information out on in the Enews and social media reminding residents; pets are not allowed in the park.

5.3 Landscape Grass Height

Mayor Brandt noted she received correspondence from a resident with concern regarding the grass height of some unoccupied homes. The ordinance states grass height cannot be longer than 6” and suggested the Village may want to consider modifying the process and notification.

Village Manager Burke noted the area of concern is currently under construction and staff will address this concern with the contractor and property owner.

5.4 Chief of Police Kinsey Retirement

Mayor Brandt noted this is the last meeting for Chief of Police Kinsey due to his upcoming retirement. Mayor Brandt read statistics related to Chief of Police Kinsey’s accomplishments while with the Village and thanked him for his dedication to the Village.

Chief of Police Kinsey thanked the Board for their support of the Department and his five years with the Village. Chief of Police Kinsey noted he had tokens of appreciation for each Board Member adding that there were no public funds used to purchase the tokens.

6.0 EXECUTIVE SESSION

Trustee McDonough moved and Trustee Servi seconded the motion to go into Executive Session for the purpose of discussing litigation and personnel. The roll call vote was as follows: AYES: Trustees McDonough, Servi, Hancock, and Leider. NAYS: None. ABSENT: Trustees Feldman and Grujanac. ABSTAIN: None. The Mayor declared the motion carried and the Board went into Executive Session at 8:05 p.m. and came out of Executive Session at 8:16 p.m.

7.0 ADJOURNMENT

Trustee Servi moved and Trustee Hancock seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:18 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk

**REQUEST FOR BOARD ACTION
Committee of the Whole
June 27, 2016**

Subject:	Lincolnshire Marketplace Retail Development
Action Requested:	Preliminary Evaluation of a Request to Amend the Downtown Planned Unit Development to Construct a Culver's Restaurant with a Drive-Thru on Parcel C and Install New Center-Wide Ground Signage.
Petitioner:	Lincolnshire Marketplace LLC
Originated By/Contact:	Tonya Zozulya, Economic Development Coordinator Department of Community & Economic Development
Advisory Board Review:	Village Board

Background:

- Lincolnshire Marketplace LLC, contract purchaser of the subject Village-owned property, seeks an amendment to the Downtown Planned Unit Development (PUD) to construct a Culver's Restaurant on Parcel C within the 12-acre Lincolnshire Marketplace retail development and to install center-wide ground signs.
- The downtown site is located at the northeast corner of Milwaukee Avenue and Rte 22. It is comprised of 3 parcels (Parcels A, B, and C - see attached Downtown PUD Concept Plan).
- The property is located in the R5 Mixed-Use General Residence District in the Downtown PUD. The Downtown PUD for the retail development was approved in 2012 (Ordinance #12-3251-21) on behalf of Inland Real Estate Corporation and the Fresh Market, with a number of zoning and sign code exceptions regarding the Fresh Market building and light pole height as well as wall and blade sign dimensions and illumination. The PUD also contains covenants regarding site development, permitted uses and other matters. The Fresh Market was constructed on Parcel A in 2013 and is currently the only use in the development.
- The PUD requires a PUD amendment for development of each individual building and the installation of ground signs throughout the site. Both the underlying R5 zoning and the PUD require a Special Use permit for restaurants with a drive-thru.
- In December 2013, Draper and Kramer, who is affiliated with Lincolnshire Marketplace LLC, submitted conceptual site development plans to the Village Board to generate input from the Village regarding site layout and design (see attached). In March 2014, the ARB held a design workshop regarding those plans and provided comments to the developer. Following the ARB meeting, the plans were put on hold until specific tenants were identified. Since that time, DK Mallon has been working to secure tenants for the project. At Monday's meeting, the petitioner will provide an overall update on prospective tenants and a revised timeline for construction.

Request Summary:

- The petitioner proposes to construct a 4,310-square-foot Culver's restaurant on a 5-acre Parcel C (see attached site plan and renderings). The restaurant will include a drive-thru and an outdoor patio. Building elevation materials include prairie stone, dryvit, hardiboard siding and concrete. The petitioner proposes 55 parking spaces to serve Culver's which meets code requirements.
- The petitioner's signage request consists of the following:
 - Two 17'4" tall by 10' wide center-wide monument signs bearing tenant panels. One sign will be installed along Milwaukee Avenue, south of the existing Milwaukee Avenue access point and one along Rte 22, east of the existing

- access point (see attached site plan and renderings).
- One 6' tall by 37' wide Fresh Market identification ground sign at the intersection of Milwaukee Avenue and Rte 22.
 - In addition, the petitioner intends to propose several center-wide directional signs and a dedicated ground sign for Culver's (detailed plans will be provided prior to the ARB meeting).

Please note the Fresh Market and Inland are currently reviewing these sign renderings and are expected to provide comments to the petitioner prior to Monday's meeting.

Approval Process:

1. Architectural Review Board – Will conduct a design review regarding proposed exterior building elevations, landscaping, parking, lighting, site amenities and signage.
2. Village Board – Will hold a Public Hearing regarding the PUD amendment and Special Use Permit for Culver's; consider ARB recommendations, and make a final decision regarding the petitioners' requests.

Staff Comments:

1. Culver's Restaurant Use – Staff believes Culver's is a viable commercial use for Parcel C. It is consistent with the mixed use nature of the PUD, the existing Fresh Market, as well as the established commercial/mixed-use character of the Milwaukee Avenue Corridor.
2. Culver's Site and Building Elevations – The petitioner indicated commitment to providing a restaurant building consistent with the surrounding architectural and design character of the area, including the Fresh Market building, by using high-quality building materials and site amenities and incorporating recommendations of the Downtown Design Guidelines.
3. Zoning and Sign Code Exceptions – Any zoning or sign code exceptions will be identified and addressed as part of the PUD amendment request prior to the Architectural Review Board meeting.
4. Development Review Team: The Village's Development Review Team will conduct a detailed review of the proposed plans following the preliminary evaluation meeting at the Village Board. Staff will provide the petitioner with comments regarding site circulation, building code concerns, public safety issues, fire access and other items prior to their request advancing to the Architectural Review Board.

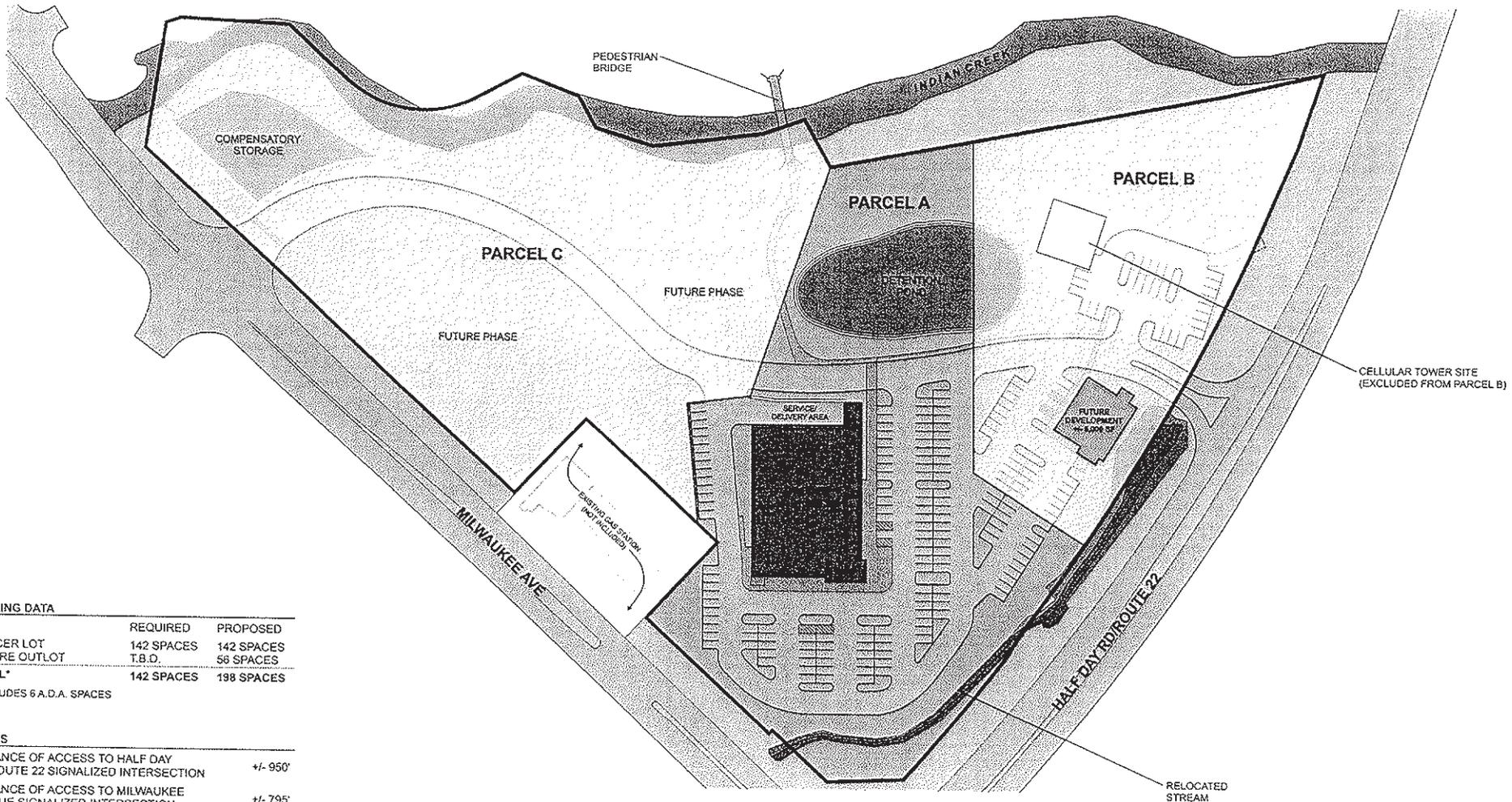
Recommendation:

Preliminary feedback from the Village Board regarding the proposal for a Culver's restaurant Use with a Drive-Thru; reduction of the future Building D area; increase of parking spaces on Parcel C, and the installation of new signs, and referral for an Architectural Review Board design review.

Reports and Documents Attached:

- Downtown PUD Concept Plan, approved with 2012 PUD Ordinance.
- Presentation Packet, prepared by Draper and Kramer, dated June 22 and June 27, 2016.
- Conceptual development plan for the Lincolnshire Marketplace, submitted in December 2013 and March 2014.

Meeting History	
Current Village Board Evaluation (COW):	June 27, 2016



PARKING DATA

	REQUIRED	PROPOSED
GROCCER LOT	142 SPACES	142 SPACES
FUTURE OUTLOT	T.B.D.	56 SPACES
TOTAL*	142 SPACES	198 SPACES

* INCLUDES 6 A.D.A. SPACES

NOTES

DISTANCE OF ACCESS TO HALF DAY RD/ROUTE 22 SIGNALIZED INTERSECTION +/- 950'

DISTANCE OF ACCESS TO MILWAUKEE AVENUE SIGNALIZED INTERSECTION +/- 795'



DRAWN DATE: 1.1.10
 REVISED DATE: 10.11.10 #4
 5.8.11 #5
 11.12.11 #6
 3.8.12 #7
 7.12.12 #8
 DRAWN BY: SH ROBBES

June 22, 2016

Mayor Elizabeth Brandt and Village Trustees
Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069

Re: Lincolnshire Marketplace
PUD Amendment

Dear Mayor Brandt:

On behalf of our Development Team, we are excited about moving forward with our plans for the development of the Lincolnshire Marketplace. We have been working with your staff over the past several months and would like to meet with you and the Village Board on June 27th to update you on our current plans for the project.

I have attached for your review and approval our application and materials for an amendment to the existing planned unit development at the Lincolnshire Marketplace. We are requesting a site plan modification to permit a restaurant building with drive thru of approximately 4,310 square feet in Building E. The proposed restaurant would be Culver's. The owner-operator would be Kevin Weasler who has been a franchisee with Culver's since 2003 when he opened the Culver's of Buffalo Grove. In that time, Culver's of Buffalo Grove has received numerous awards from Culver Franchising, including Commitment to Excellence awards and sales growth awards. Kevin has been elected by his peers to the Culver's Franchisee Advisory Council to represent the Chicago area Culver's. The Buffalo Grove Lincolnshire Chamber of Commerce has twice named Culver's of Buffalo Grove 'Business of the Year', including in 2015. This award recognized the restaurant's community involvement and enhancement. Culver's of Buffalo Grove recently underwent a complete re-model and Co-Founder Craig Culver visited to celebrate the Grand Re-Opening. Kevin is married and has three daughters. His in laws are 40 plus year residents of Lincolnshire, which makes the opening of a Culver's of Lincolnshire very exciting to him and his wife. They look forward to being part of the community.

The site plan reflects a reduction in Building D from 8,125 square feet to 7,430 square feet and increases the overall parking to 107 spaces. In addition, we are proposing shopping center identification signs at the main entrances at Milwaukee Avenue and at Illinois Route 22. Another shopping center identification sign is proposed at the intersection in front of the Fresh Market. Culver's has requested an additional monument sign. The location and design of the sign is being prepared and will be presented at our meeting on June 27th.

June 22, 2016

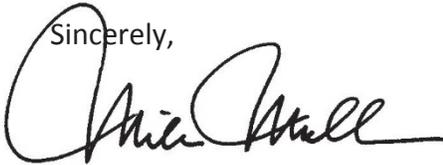
Lincolnshire Marketplace
PUD Amendment
Page 2

Based on our request we have included the following items:

- 1) Planning and Zoning Application
- 2) Required Fee - Check #16251 - \$3,650
- 3) Site Plan with proposed and existing adjacent buildings
- 4) Culver's Site Plan
- 5) Preliminary Site Engineering
- 6) Preliminary Culver's building elevations
- 7) Proposed Culver's building materials
- 8) Preliminary Shopping Center signage

Please don't hesitate to contact me if you have any questions or comments. We look forward to meeting with you and the Village Board next week.

Sincerely,



Michael Mallon, CRX, CCIM
Senior Vice President

Att: Lincolnshire Submittal Packet
Cc: Lincolnshire Development Team



DEVELOPMENT SUMMARY

PARCELS A & B

RESTAURANT A:	5,000 SF
RETAIL B (FRESH MARKET)	24,000 SF
TOTAL GLA:	29,000 SF

PARKING PROVIDED

PARCEL A:	142 SPACES
PARCEL B:	28 SPACES
TOTAL PARKING PROVIDED (A&B)	170 SPACES
PARKING RATIO	5.86/1000

PARCEL C

RETAIL/OFFICE C:	5,560 SF
RETAIL SHOPS D:	7,430 SF
RESTAURANT E (CULVER'S):	4,310 SF
TOTAL GLA	17,300 SF

PARKING PROVIDED:

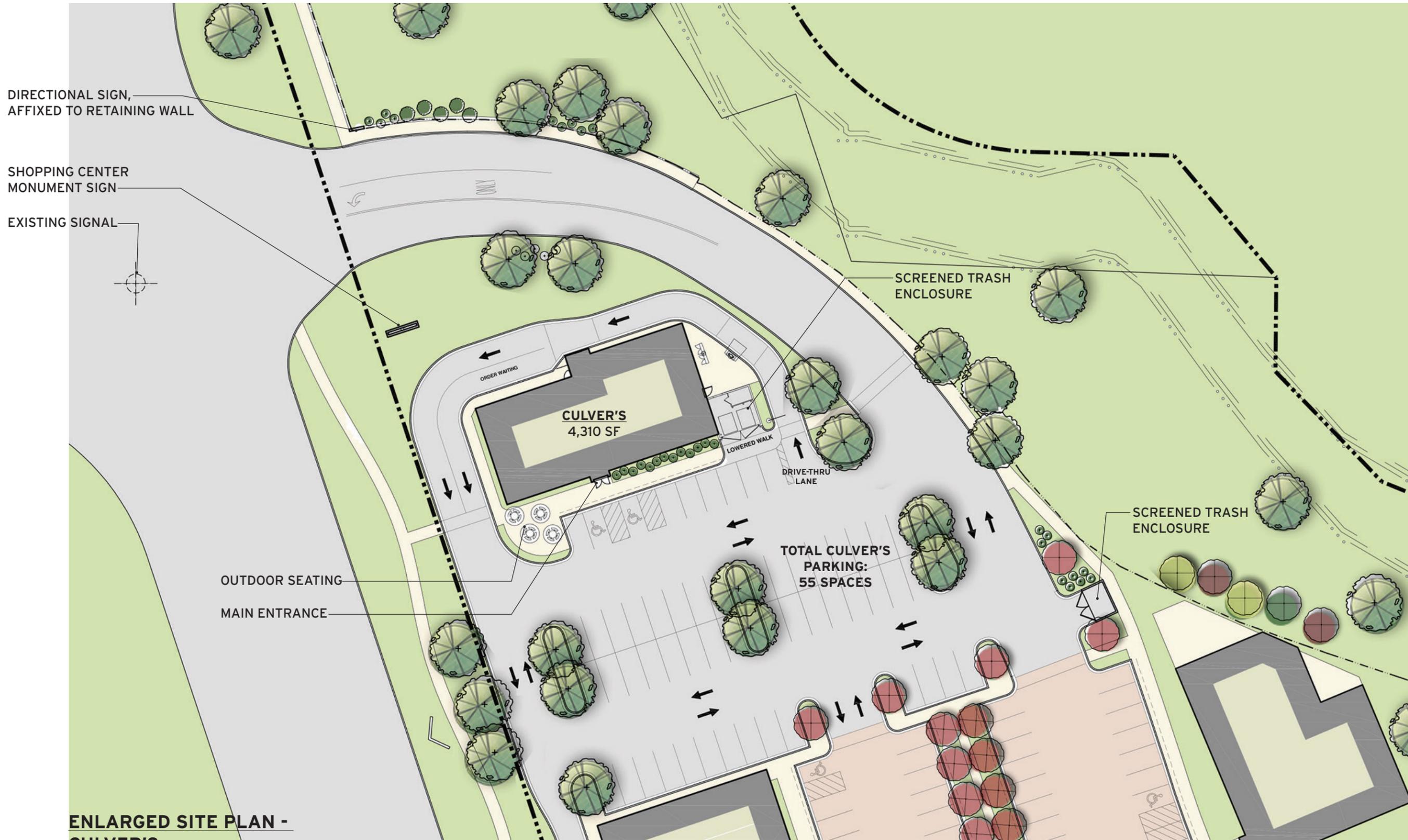
	110 SPACES
PARKING RATIO	6.3/1000

SITE PLAN
SCALE: 1/100" = 1'-0"

DOWNTOWN DEVELOPMENT
LINCOLNSHIRE, ILLINOIS



**ENLARGED SITE PLAN -
PARCEL C**
SCALE: 1/50" = 1'-0"



**ENLARGED SITE PLAN -
CULVER'S**
SCALE: 1/40" = 1'-0"

PROPOSED CULVER'S LINCOLNSHIRE MARKETPLACE



Culver's Materials, Lincolnshire, IL



Prairie Stone



Travertine
Coping



Brown EIFS



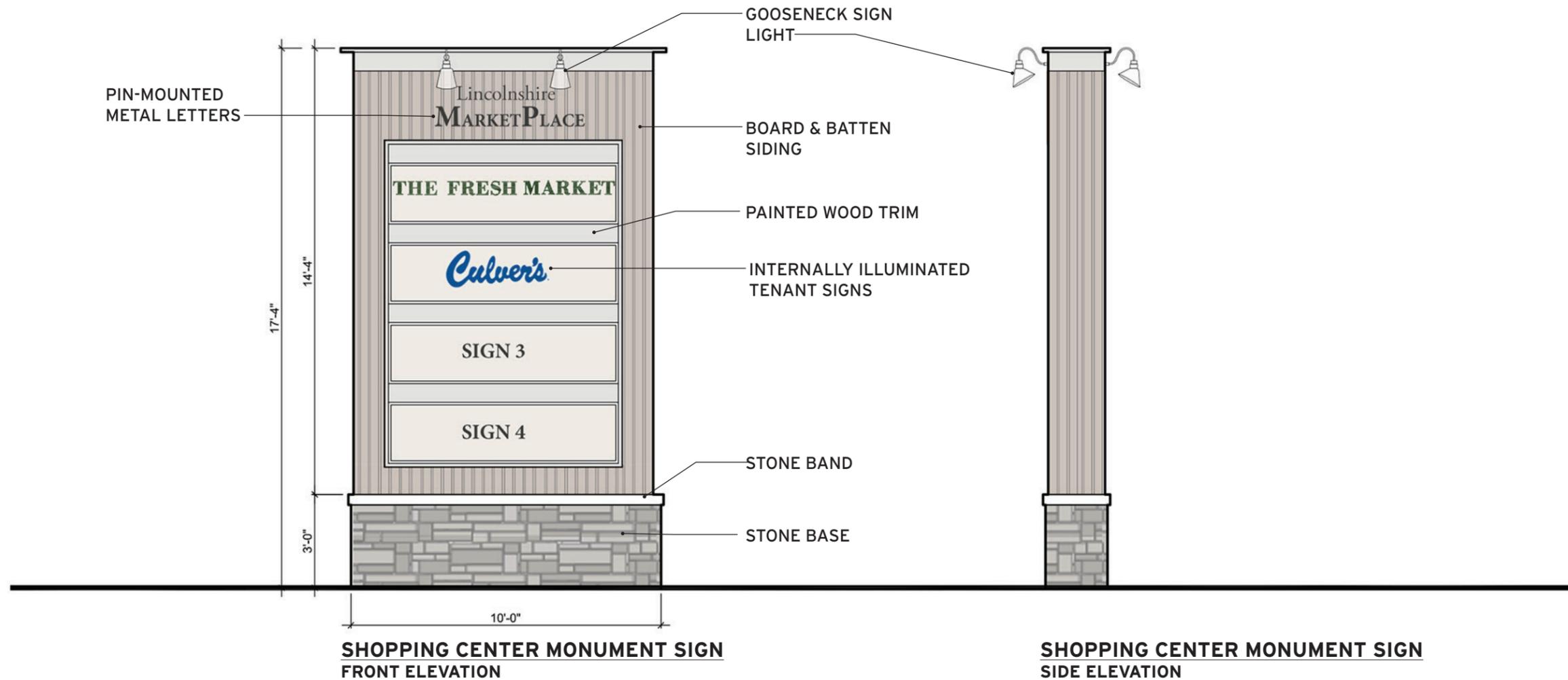
Clean Concrete



Siding



Blue Awnings



**SHOPPING CENTER MONUMENT SIGN
FRONT ELEVATION**

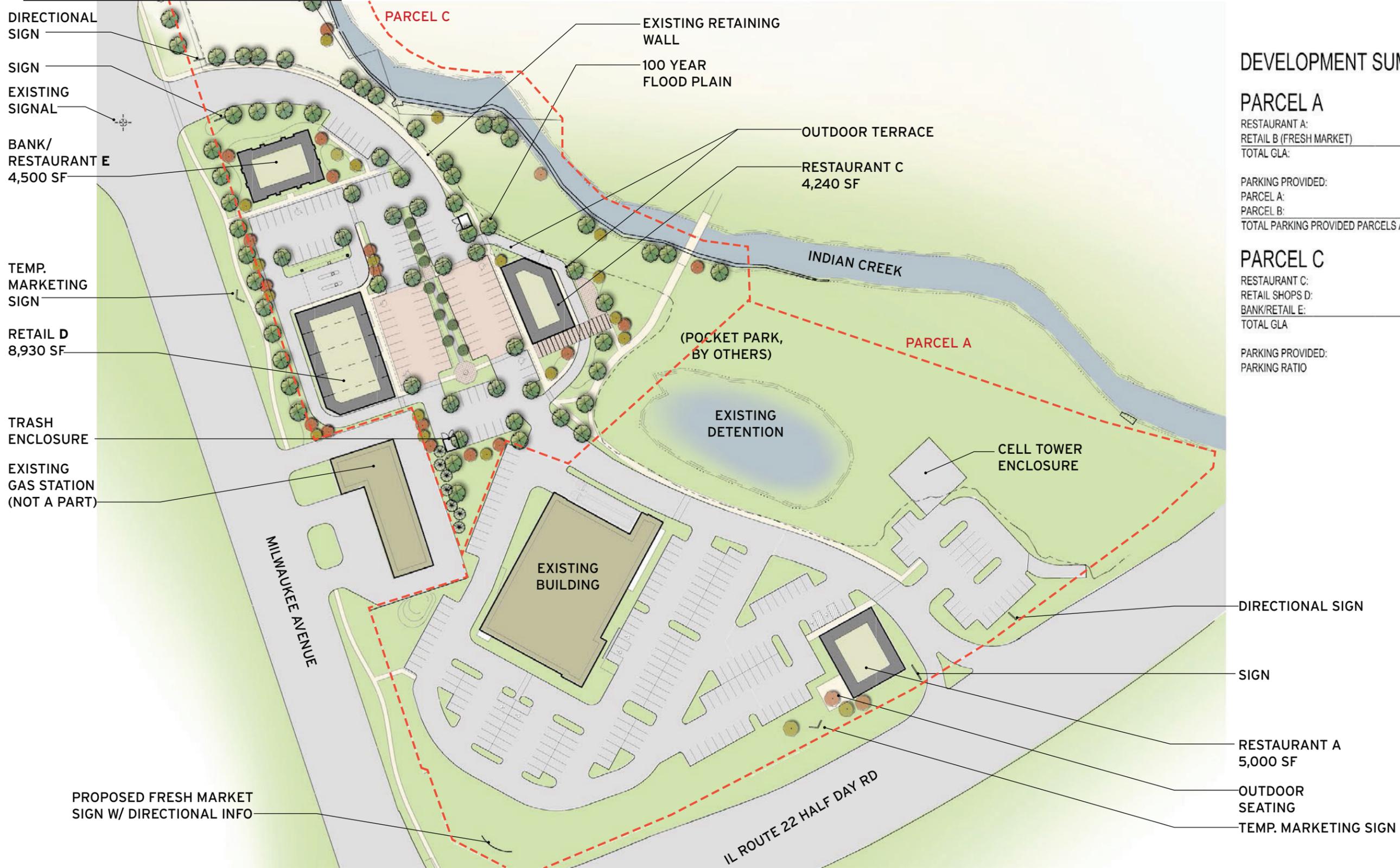
**SHOPPING CENTER MONUMENT SIGN
SIDE ELEVATION**



**SHOPPING CENTER IDENTIFICATION SIGN
FRONT ELEVATION**

SITE SIGNAGE
SCALE: 1/4" = 1'-0"

DOWNTOWN DEVELOPMENT
LINCOLNSHIRE, ILLINOIS



DEVELOPMENT SUMMARY

PARCEL A

RESTAURANT A:	5,000 SF
RETAIL B (FRESH MARKET)	24,000 SF
TOTAL GLA:	29,000 SF

PARKING PROVIDED:

PARCEL A:	142 SPACES
PARCEL B:	28 SPACES
TOTAL PARKING PROVIDED PARCELS A&B	170 SPACES

PARCEL C

RESTAURANT C:	4,240 SF
RETAIL SHOPS D:	8,930 SF
BANK/RETAIL E:	4,170 SF
TOTAL GLA	17,340 SF

PARKING PROVIDED:

99 SPACES	
PARKING RATIO	5.7/1000

SITE PLAN
SCALE: 1/100" = 1'-0"

REQUEST FOR BOARD ACTION
COMMITTEE OF THE WHOLE
June 27th, 2016

Subject:	Consideration of an Out of Village Water Service Request for 16139 Port Clinton Road
Action Requested:	Consideration, Discussion, and placement on the July 11, 2016 Consent Agenda for Approval
Originated By/Contact:	Wally Dittrich, P.E., Assistant Public Works Director/Village Engineer
Referred To:	Village Board

Summary/Background:

The Village received a request from Sou-Jen Chang to connect to the Village's water system for their home. The proposed connection will be for one existing single family residence located at 16139 Port Clinton Road, Prairie View, IL. The attached map highlights the location of the property.

Sou-Jen Chang submitted a signed "Agreement to Provide Water Supply" and the \$150.00 filing fee. He has also filed an Unconditional Petition to Annex as required by Section 8-2-3-1A-2 of the Village Code. A copy of the petition is attached. As a reminder, the Village Code states;

"[t]he Village shall not be required to permit such annexation and may include conditions of annexation in any Annexation Agreement."

The Public Works department has no objections to honoring the request for connection. Should the Village Board wish to annex the property, staff will discuss with the petitioner their desire to move forward with their request. If not, staff will assist the petitioner through the permit process.

Budget Impact:

N/A

Service Delivery Impact:

The Village will accept responsibility for maintenance of the line from the b-box to the water main following the refund of the 1 year security deposit. This is consistent with all properties receiving water service.

Recommendation:

Staff recommends the agreement be approved and placed on the July 11, 2016 Consent Agenda.

Reports and Documents Attached:

- Agreement to Provide Water Supply
- Location Map

Meeting History	
Committee of the Whole Meeting	June 27, 2016
Regular Village Board Meeting:	July 11, 2016

AGREEMENT TO PROVIDE

WATER SUPPLY AND/OR SANITARY SEWER SERVICE

THIS AGREEMENT (sometimes hereinafter referred to as "the AGREEMENT") dated the _____ day of _____, 20___, and approved by the Village Board on the _____ day of _____, 20___ by and between: The Village of Lincolnshire, a municipal corporation of the County of Lake, State of Illinois (sometimes hereinafter referred to as "the VILLAGE" and

Jou-Jen Chang (sometimes hereinafter referred to as "the OWNER"):

WITNESSETH:

WHEREAS, the VILLAGE currently operates and maintains a water main (sometimes hereinafter referred to as "the MAIN") located in the right-of-way or easement of (road) Port Clinton Road and

WHEREAS, the VILLAGE currently operates and maintains a sanitary sewer line (sometimes hereinafter referred to as "the LINE" located in the right-of-way or easement of _____ (road) and

WHEREAS, OWNER is the legal title holder of certain real estate legally described on EXHIBIT 'A' attached hereto and made a part hereof as if fully set forth herein, (sometimes hereinafter referred to as "the REAL ESTATE") which real estate is located at (address) 16139 Port Clinton Rd is adjacent to the LINE and MAIN, is not contiguous to Prairie View, IL 60069

the Village, and is not within the corporate limits of any other City or Village; and

WHEREAS, the REAL ESTATE is presently a single family home; and

WHEREAS, the (watermain and/or sanitary sewer) to be constructed on the Real Estate is to be constructed according to certain plans and specifications entitled

Water Connection Drawing for 16139 and dated ^{06 Jun} 2016, which plans and specifications Port Clinton Ed by Behm Plumbing Inc. are attached as EXHIBIT B, and which plans and specifications have been inspected and

approved by the Village; and

WHEREAS, the OWNER desires that the VILLAGE provide (water supply and/or sanitary sewer) to the REAL ESTATE to such capacity and in such amounts as will adequately service the existing needs thereof for a family of four.

WHEREAS, the VILLAGE and OWNER determine it to be to their mutual advantage and to the public interest that the REAL ESTATE be annexed to the VILLAGE; if in the sole discretion of the VILLAGE, the VILLAGE elects to do so; and

WHEREAS, the VILLAGE, prior to providing (water supply and/or sanitary sewer service) to the REAL ESTATE, desires to enter contractual agreements with the OWNER as to the terms and conditions under which such service and supply will be commenced and maintained;

NOW, THEREFORE, in consideration of the foregoing premises and in further consideration of the mutual covenants, agreements and conditions herein contained, and other good and valid consideration the parties hereto agree as follows;

1. Upon payment by the OWNER to the VILLAGE of the tap-in or connection charges in existence at the time of the actual connection under the applicable provisions of the ordinances of the VILLAGE, the VILLAGE will allow such tap-ins or connections to the LINE and MAIN as are necessary to provide (water service and/or sanitary sewer)to the REAL ESTATE in

accordance with the attached EXHIBIT B.

2. Subsequent to such tap-ins or connections, the VILLAGE, subject to all rules, regulations and ordinances of the VILLAGE, will provide (water supply and/or sanitary sewer service) to the REAL ESTATE to such capacity and in such amounts as will adequately service the REAL ESTATE under its aforesaid intended usage, provided however;

(A) That the improvements to be constructed pursuant to the aforesaid plans and specifications are in no way to be changed, altered, varied or modified from the provisions of said plans and specifications without the express written approval from the Mayor and Board of Trustees.

(B) OWNER will pay all rates, fees and charges for such service and supply in effect for similar service and supply at the time of such tap-ins or connections or which may thereafter from time to time imposed therefore by the VILLAGE in accordance with normal Village procedures.

(C) OWNER acknowledges and agrees that: (i) the VILLAGE shall be constructing a new principal water main to provide water to the entire Village and that the Real Estate shall be benefited by such water main in the same proportion as if the Real Estate were within the Village; (ii) the VILLAGE may assess recapture fees or surcharges on the rates, fees and charges for water service as is required and to the extent necessary to offset the cost to construct the new principal water main; (iii) payment of such recapture fees or surcharges shall be a condition of continued service; (iv) the recapture fees or surcharges levied against the Real Estate, so long as it remains outside the boundaries of the Village, may be different from the recapture fees or surcharges levied on property within the Village, provided that such difference has a rational relationship to the sources of funding for the new water main; and (v) the OWNER, for him or herself and all persons claiming by or through the OWNER, forever waives

and releases the VILLAGE from any challenge, objection or appeal of the “out-of Village” recapture fees or surcharges assessed by the VILLAGE.

(D) Immediately upon receipt of a written request from the VILLAGE, signed by the Village Mayor, the OWNER will execute and file with the VILLAGE, a petition requesting annexation to the VILLAGE of the REAL ESTATE or any part thereof as may be so requested by the VILLAGE.

OWNER will execute such petition as the legal title holder of the REAL ESTATE and as elector residing thereon, if such is the case.

In the event there are other electors residing upon the REAL ESTATE who are not parties to this agreement, the OWNER will obtain the signatures of such electors upon the petition, if requested to do so by the VILLAGE.

In the event, at the time such request is made by the VILLAGE, it is necessary to obtain the signatures of persons other than the OWNER of the REAL ESTATE and the electors residing thereon upon such petition, the OWNER will obtain such signatures if requested to do so by the VILLAGE.

Such petition for annexation will be provided by the VILLAGE and will be in the form required under the applicable laws of the State of Illinois.

Subject to the applicable laws of the State of Illinois, the VILLAGE will at its option annex the REAL ESTATE within a reasonable time after the filing of the petition for annexation.

The OWNER will not annex the REAL ESTATE to any other municipality without the approval in writing of the VILLAGE. Should such REAL ESTATE be annexed into another municipality, the VILLAGE may, at its sole discretion, cause the (water supply and /or sanitary sewer service) to be disconnected.

(E) OWNER shall reimburse VILLAGE for, or directly and promptly pay, all expenses and costs incurred by the VILLAGE in the preparation of this Agreement and in preparation of, or adoption, recording and filing of any ordinances, petitions or notices required hereunder including but not limited to: (1) Attorneys fees and expenses, (2) Surveyors fees and expenses, (3) Recording fees, (4) Publication costs, (5) Engineering fees and expenses and (6) Planning fees and expenses.

3. The use of the REAL ESTATE shall not change without the expressed written approval of the VILLAGE as long as (water service and/or sanitary sewer service) is hence provided by the VILLAGE. If the use changes without this expressed written consent, the VILLAGE may, at its sole discretion, cause the (water service and/or sanitary sewer service) to be disconnected.

4. This AGREEMENT and each and all of the covenants, obligations and conditions hereof, shall inure to the benefit of and be binding upon the heirs, personal representatives, successors and assigns of the OWNER and the successors in the office of the officers of the VILLAGE, and any successor municipal corporation of the VILLAGE.

5. All notices given under this AGREEMENT shall be given in writing by depositing the same in the United States Mail, registered or certified, postage prepaid, enclosed in an envelope addressed to the party to be notified, as follows:

If to OWNER, to: Sou-Jen Chang
(name)

75 Station Landing, Unit 306
(address)

Medford, MA 02155

If to VILLAGE, to: Village Manager, Village Hall
One Olde Half Day Road
Lincolnshire, IL 60069

or to any other address that any of the respective parties may, in writing, indicate for such party.

6. Failure of any party to the AGREEMENT to insist upon the strict and prompt performance to the terms, covenants, agreements and conditions herein contained, or any of them, upon any other party imposed, shall not constitute or be construed as a waiver or relinquishment of any party's right thereafter to enforce any such term, covenant, agreement or condition, but the same shall continue in full force and effect.

7. This AGREEMENT sets forth all promises, inducements, agreements, condition or understandings either oral or written, expressed or implied between them, other than are herein set forth. No subsequent alteration, amendment, change or addition to the AGREEMENT shall be binding upon the parties hereto unless reduced in writing and signed by them.

8. The submission of the AGREEMENT for examination does not constitute an offer to enter into the AGREEMENT and this AGREEMENT becomes effective only upon execution thereof by the parties hereto.

9. This AGREEMENT, upon signing by all parties hereto, shall be recorded by the VILLAGE in the office of the Recorder of Deeds in Lake County, Illinois.

10. Annexation and Terms of Village Code Sections 8-2-3-1 and 8-2A-1

10.1 This Agreement shall not be valid unless the Owner has done the following:

- (1) If the Property is contiguous to the Village, filed with the Village a fully executed and unconditional Petition to Annex the property to the Village, as approved by the Village Attorney.

- (2) If the Property is not contiguous to the Village, executed an Annexation Agreement, approved by the Village, which shall contain, among other matters, an agreement to file an unconditional Petition to Annex the property to the Village as soon as the property becomes contiguous to the Village.

10.2 Village Code Sections 8-2-3-1 and 8-2A-1 are made a part of this Agreement as though fully set forth in this Agreement.

11. Application for Connect.

The Owner's Application for Connection is attached to and made a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year first above written.

VILLAGE OF LINCOLNSHIRE

LAKE COUNTY, ILLINOIS

By: _____

Mayor

ATTEST:

Clerk

OWNER(S)


Jou-Ten Chang

STATE OF ~~ILLINOIS~~ ^{Massachusetts}

) SS.

COUNTY OF ~~LAKE~~ ^{Suffolk}

I, the undersigned, a Notary Public, in and for the County and State aforesaid, do hereby certify, that Sandra Chang, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such Owner, she signed and delivered the said instrument as Owner of said property.

Given under my hand and seal this 27 day of May, 2016

Shalane Reeves-Torkelson
Notary Public



STATE OF ILLINOIS)

) SS.

COUNTY OF LAKE)

I, the undersigned, a Notary Public, in and for the County and State aforesaid, do hereby certify, that ELIZABETH BRANDT and BARBARA MASTANDREA, personally known to me to be respectfully the Mayor and Clerk of the Village of Lincolnshire, Lake County, Illinois, and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared to me this day in person and severally acknowledged that as such Mayor and Clerk they signed and delivered the said instrument as Mayor and Clerk of said Village, and caused the corporate seal of said Village to be affixed thereto, pursuant to authority given by the Board of Trustees of said Village as their free and voluntary act, and as the free and voluntary act and deed of said Village for the uses and purposes therein set forth.

Given under my hand and seal this _____ day of _____, 20__.

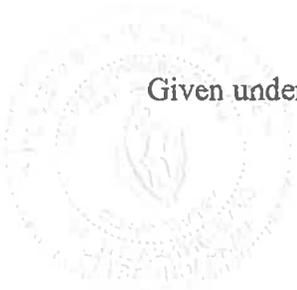


Exhibit B-1
 Water Connection Drawing for
 16139 Port Clinton Rd



PORT CLINTON RD

16139 Port Clinton Rd
 Soujen Chang
 Prairie view IL 60069

BEHM PUMPING INC.
 058-153628 Plumbing lic
 055-007843 contractor lic
 630.557.0080

Exhibit B-2

PROPOSAL



ILL. License # 058-153628

25188 Merrill Ave
Po Box 9
Kaneville, IL. 60144
Office/Fax: 630-557-0080
Cell: 630-567-3005
www.behmplumbinginc.com

DATE: June 6, 2016

To: Soujen Chang
16139 Port Clinton Rd
Prairie View, IL. 60069

Phone: 847-404-2476
Email: soujen_chang@hotmail.com

Payment to be made as follows:

- 50% deposit due to start project.**
- Remaining balance due upon completion.**

JOB DESCRIPTION

16139 Port Clinton Rd, Prairie View

ITEMIZED PROPOSAL

	<p>Dig at water main to tap water service in ditch in front of house as per owner</p> <p>Dig at house side of sidewalk for b-box shut off or coupling</p> <p>Directional bore from across street to basement</p> <p>Pull back new 1" water service</p> <p>New water supply in basement from existing well tank to new meter</p> <p>Cap old well & seal</p> <p>Inspection with city & county</p>
<p>All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practice. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the proposed estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.</p>	<ul style="list-style-type: none"> • Does not include permit or connection fees • No landscaping included • Dirt will be piled up for settling • All inspection and re-inspection fees are the responsibility of builder/owner • Behm Plumbing Inc will not cover under warranty any fixtures and/or faucets not purchased by Behm Plumbing Inc. Warranty on labor only. • Waste, vents to be PVC • Water lines to be copper

In the event of a breach of this agreement by the customer, the customer shall pay all reasonable attorneys' fees and collection costs of Behm Plumbing, Inc. including costs of placement and removable of liens and associated title expenses incident to any action brought to enforce this agreement. A finance charge of 1.5% per month will be added to all past due balances not paid within 30 days.

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:

Thirteen thousand eight hundred dollars (\$13,800.00)

Authorized signature Jim T Behm President

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance 06 Jun 2016 Signature [Signature]



Map created on June 22, 2016.
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Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

REQUEST FOR BOARD ACTION
COMMITTEE OF THE WHOLE
June 27th, 2016

Subject: Consideration of Requested Fee Waiver for Site Work Permit for Lincolnshire-Riverwoods Fire Protection District

Action Requested: Approval of Site Work Permit Fee Waiver, Per Section 5-3-2(A) of the Lincolnshire Village Code

Originated By/Contact: Wally Dittrich, P.E., Assistant Public Works Director/Village Engineer

Referred To: Village Board

Summary:

The Village Code allows the waiver of building permit fees with the approval of the Village Board. The Lincolnshire-Riverwoods Fire Protection District is in the process of repaving their driveways in both the front and rear of the Schelter Road station and is requesting a waiver of the \$100 permit fee.

Background:

The Village Board in the past has waived permit fees under the provisions of Section 5-3-2(A) of the Village Code for The Vernon Area Library District, Vernon Township, Stevenson High School, as well as a 2014 request in the amount of \$1,069.60 for the Lincolnshire-Riverwoods Fire Protection District for building improvements to the Schelter Road station. Fees waived for other units of government varied from \$100 to approximately \$4,300.

Recommendation:

Approval of a request to waive Village fees of \$100.00, in accordance with Section 5-3-2(A) of the Lincolnshire Village Code.

Reports and Documents Attached:

Appeal Letter to Village Board for Fee Waiver dated April 27, 2016

Meeting History	
Committee of the Whole Meeting	June 27, 2016
Regular Village Board Meeting:	July 11, 2016



Lincolnshire-Riverwoods Fire Protection District

115 Schelter Rd., Lincolnshire, IL 60069

Phone: 847-634-2512

Fax: 847-634-2572

www.lrfpd.org



April 27, 2016

Mayor Elizabeth Brandt & Village of Lincolnshire
Board of Trustees
One Olde Half Day Road
Lincolnshire, IL 60069

To Whom It May Concern:

The Lincolnshire-Riverwoods Fire Protection District is in the process of replacing the front concrete apron and rear asphalt parking lot at the station on Schelter Road. We are requesting that you waive the permit fees of \$100.00 for our resurfacing project. The reason for this request is that we are a not for profit division of local government. We thank you in advance for your consideration and if you have any questions please contact Battalion Chief Jason McKenna at 847 634 2512.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Krueger".

Chief Tom Krueger

REQUEST FOR BOARD ACTION
COMMITTEE OF THE WHOLE

June 27, 2016

Subject: Consideration of Purchase of a Portable Truck Lift and Auxiliary Jack Stands Under the National Joint Powers Alliance contract number (061015-RRL) awarded to Standard Industrial and Auto Equipment, Inc. from Hanover Park, IL in an amount not to exceed \$48,666.79

Action Requested: Consideration, Discussion, And Placement on the July 11, 2016 Consent Agenda

Originated By/Contact: D. Scott Phippen, Operations Superintendent
Brad Leese, Fleet Foreman

Referred To: Village Board

Summary / Background:

The Public Works Department requests replacement of a Mohawk TP-15, 15,000 pound, two post truck lift. The existing truck lift, installed in 2006, can no longer pass State safety inspections due to the posts becoming uneven from the 10 years of use. The newer trucks, manufactured for Public Works use, are over the rated weight limit for the lift. The current unit cannot be repaired and needs to be replaced. This piece of equipment is used on a regular basis to repair all of the Village's trucks and heavier equipment.

Replacing with a similar unit is inadvisable due to the current shop configuration not allowing for large trucks to access the area. The two post lift system has only two points of contact, versus four for the proposed equipment, making the new lift much safer.

The new truck lift, with a lifting capacity of 72,000 pounds, will be able to lift all of the Village's heavy equipment with the exception of the wheel loader and backhoe. It is portable, so it can be set up safely anywhere in the Public Works Facility to perform repairs. The new proposed lift will pass all State safety inspections allowing staff to work on the vehicles safely.

Budget Impact:

There is currently \$45,000.00 budgeted in account 51-21-80-3790 for this purchase in the fiscal year 2016. The National Joint Powers Alliance (NJPA) total price of \$48,666.79 is \$3,666.79 over the budgeted amount. The NJPA program price is lower than the Village would receive by bidding this equipment due to the economy of scale offered through the NJPA program. The overage is due to staff adding a fore and aft truck frame kit and long fork kit.

The fore and aft truck frame kit safely engages the frame of the vehicle for proper lifting and lowering. The long fork kit allows extended reach of the hoists to work on trucks with snow plows, and deicing equipment attached. These attachments allow for expanded use, safety, and efficiency of the hoist. These additions totaling, \$5,264.50, were not included on the original quote the budget number was based on; however, staff feels the increased versatility and safety features the attachments provide should be considered for purchase with this equipment.

Service Delivery Impact:

Staff performs numerous repairs and maintenance on the larger vehicles. Contracting out this work would cause delayed repair times leading to extended periods of trucks being out of service. This would lead to delayed response times for emergencies, snow removal, leaf pick up, and infrastructure repairs. The contracting of all repairs to Village trucks is not cost effective in most cases when the work can be performed by Village staff.

Recommendation:

Staff has researched the recommended replacement unit and is satisfied the unit will meet Village needs. The vendor is reputable and has sold the Village the current tire balancer, tire mount machine, and the in-ground car lift, all of which has performed well. Staff recommends the purchase of the rotary lift from Standard Industrial and Auto Equipment, Inc. as specified on the NJPA attached cost and build sheet in an amount not to exceed \$48,666.79.

Reports and Documents Attached:

- **Rotary Lift Cost and Build Sheet**
- **Catalog Cut Sheets Showing Equipment and Proposed Attachments**

Meeting History	
Initial Referral to Village Board (COW):	June 23, 2016
Regular Village Board Meeting:	July 11, 2016

Rotary Lift NJPA Contract Quotation

Contract Number: 061015-RRL



Quote # : 201691

Date: 6/21/2016

Requested By: _____

Quote Expires: 7/21/2016

Payment Terms: 1/2%-15th,NET 30

Warranty: 1yr. Parts & Labor

Prepared By: Christine Bilz

***If the completion of the installation is delayed more than one month due to governmental entity delays (i.e. electrical etc.), then Rotary can request partial payment for the portion of work completed (both equipment and installation).**

Note: Quote for equipment and setup/training.

Project Name: Village of Lincolnshire NJPA Member #61327

Model No.	Description	Unit Price Ea.	Qty.	Extended Price
MCHW418	Portable Lift 4-Unit System with Movable Forks	\$ 39,688.05	1	\$ 39,688.05
	Battery Operated with 110 Charger 72,000lb Capacity Wireless			
RS1852	Adjustable Jack Stands 18,000lb Capacity	\$ 598.56	4	\$ 2,394.24
	34.3"-55.5"			
M140005YL	Fore and Aft Truck Frame Kit	\$ 1,938.23	2	\$ 3,876.46
M140001RD	Long Fork Kit	\$ 694.02	2	\$ 1,388.04
XXX01CTT	Setup and training	\$ 1,320.00	1	\$ 1,320.00
Freight	Pre Paid By Rotary Lift			

Total Price: \$ 48,666.79

NJPA Contract #: 061015-RRL
CAGE #: 7K311
Tax ID #: 90-0501347
DUNS #: 00-638-2634

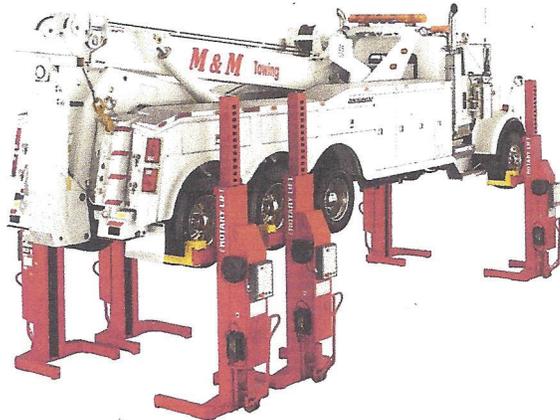
Rotary Lift
 2700 Lanier Dr.
 Madison, IN 47250
 Christine Bilz, Government Sales Leader
 800.445.5438 x5655
 800.578.5438

MCHW18 WIRELESS MOBILE COLUMN LIFT

18,000 LBS. COLUMN CAPACITY

MCH18 FEATURES

Two, four, six or eight column configurations can accommodate light duty passenger vehicles and heavy duty trucks up to 144,000 pounds!



Shown: MCH618U100
108,000 lbs. capacity

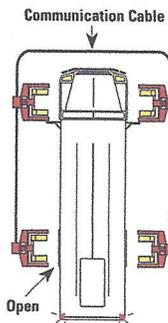
BATTERY OPERATED WITH ON-BOARD MINN KOTA® CHARGER

During lift use, there are no power cords to clutter up the service bay with this waterproof charger - use it anywhere, even washbays

Battery purchased separately for international use

HORSESHOE WIRING - WIRED MACH SERIES LIFTS

While other mobile column lifts are connected by four cables, the wired MACH Series columns use just three (forming a horseshoe), so the front or back of the lift is always open. Vehicles can be driven in and out of the bay without wasting time to disconnect and reconnect cables.



Shown: MCHW418U100
18,000 lbs. capacity
Wireless model shown with optional cord reel

INVERTED HYDRAULIC CYLINDER

The hydraulic cylinder is inverted inside the carriage and the chrome piston rod is protected from debris and damage. This extends the life of the column and reduces maintenance frequency and cost

OPTIONAL RETRACTABLE CORD REELS

EASY TO MOVE ADJUSTABLE FORKS

Improves set up time without the need for reducer sleeves - adjustment range: 9.25" to 22"



SPRING LOADED STEERING / BRAKING SYSTEM

No need to manually operate the jacks to move the columns - saves precious time *on every set up*

OPTIONAL LED LIGHTING

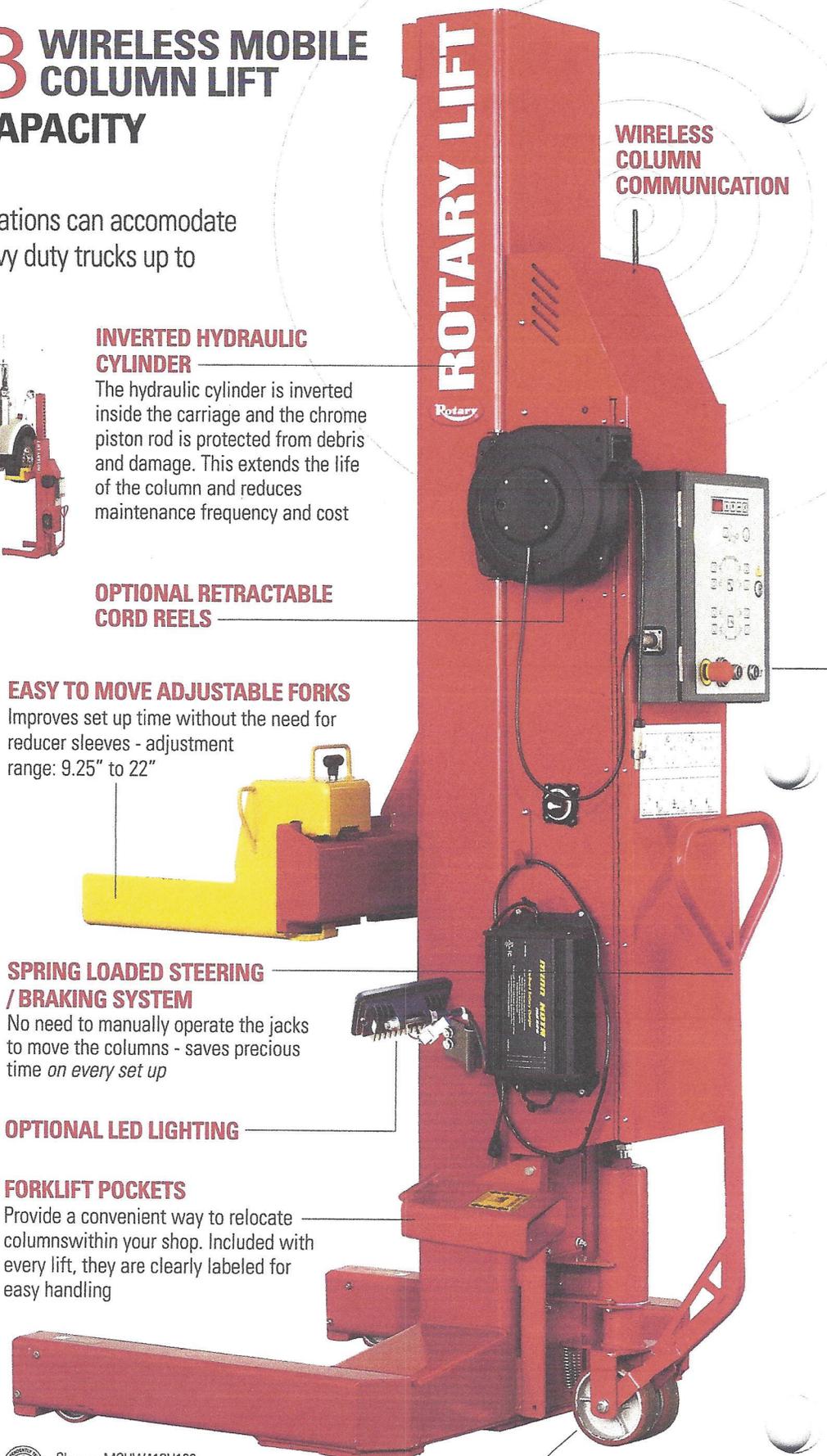
FORKLIFT POCKETS

Provide a convenient way to relocate columnswithin your shop. Included with every lift, they are clearly labeled for easy handling

ROTARY LIFT

Rotary

WIRELESS COLUMN COMMUNICATION



TOUGH RUBBER-COATED WHEELS

Easily roll over dirt and debris that can jolt other lifts to a stop - wheels automatically retract under load

THE VERSATILITY OF ROTARY'S MCHW18 WIRELESS MODEL

Patented Wireless Column Communication eliminates communication cables - faster and easier setup with no cords to get in the way *reducing technician's setup time by 75%*.

WIRELESS BENEFITS:

Position Memory no need to configure columns for each lifting cycle...set it and forget it.

Reliability under any condition go from wired to wireless and back with the "flip of a switch".*

Automatically re-establishes communication between columns if signal is dropped - no need to reset communication errors.

No RFID identifier wand to lose

On-board diagnostics with easy-to-read LEDs.

Forward compatible / programmable with quick, easy software updates - retrofit older non-wireless MCH18 units.

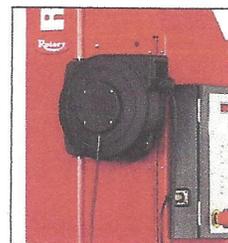
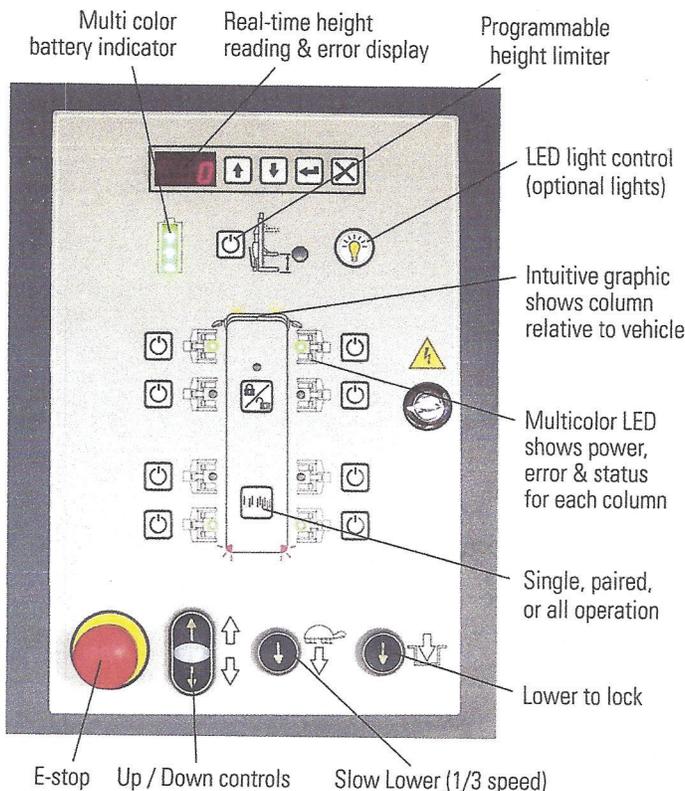
* Requires optional cord reel accessory



Shown: MCHW418U100 / 72,000 lbs. capacity
Wireless model shown with optional cord reels

PATENTED INTUITIVE CONTROL CONSOLE

Rotary's exclusive control console allows the lift to be fully controlled from any column



OPTIONAL RETRACTABLE CORD REELS STANDARD ON WIRED UNITS OPTIONAL ON WIRELESS MODELS

With quick lock connections providing easy one-handed connectivity between columns, don't waste time handling cables every time you use the lift.

AC POWERED LIFT OPTION

Operate your mobile lifting system without the use of batteries.
Consult factory representative for details.

MCH18 / 18,000 lb. COLUMN CAPACITY

MOBILE COLUMN LIFT	MCH418	MCH618	MCH818
Column configuration	4	6	8
Capacity	72,000 lbs.	108,000 lbs.	144,000 lbs.
Rise	70" (1778 mm)		
Lifting cycles	20 per charge*		
Column width	45.5" (1156 mm)		
Wheel Rim Size	9" to 24" (228 to 610 mm)		
Clearance from fork to column	10" (254 mm)		
Speed of rise	78 seconds		
Charging voltage	110v charger** (2.5 amps max.)		

* At rated capacity **Call factory for alternate voltage **See page 9 for lift accessories**

ROTARY OFFERS ACCESSORIES TECHNICIANS NEED TO GET THE MOST FROM THEIR MACH MOBILE COLUMN LIFTS.

FRAME ENGAGING LIFTING KITS

Fore and aft, frame-engaging end lift enables lifting by the front and rear of the vehicle using stacking adapters. For use with two MCH18 or MCH13 series columns.



Shown: M140005 Truck Frame Kit. 15,000 lbs. capacity for MCH18 ONLY

FRAME KIT	M140005 MCH18 MODEL	M140079 MCH13 MODEL
Column configuration	2	2
Capacity	15,000 lbs.	12,000 lbs.
Rise	70" (1778 mm)	69" (1760mm)
Clearance from fork to column	10" (254 mm)	
Speed of rise	78 seconds	68 seconds
Charging voltage	110v charger*	110v - 240v 50/60Hz charger*

*Call factory for alternate voltage.

FORK LIFT KIT

Makes it easy to service fork lifts using two MCH18 columns - easily attaches to the base of the column giving the clearance needed to raise fork lifts with a capacity of 10,000 lbs.



Shown: M140004 Forklift Ramp Kit / 10,000 lbs. capacity

EXTENDED FORK KITS

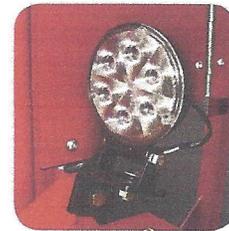
Longer forks and support legs available to support inboard tires on dual-wheeled axles. Also for use with M140004 forklift ramp kit and M140005 truck frame kit. For use on the MCH18 Series only.

22" Forks and 8" Legs: Part #M140001
20" Forks and 6" Legs: Part #M140041



LED LIGHTING

High-efficiency service lamps with single touch operation provide convenient hands-free lighting from the lift's control panel. Operates on the column's battery power.



Shown: M140082
For use on models MCH418 and MCH413



Shown: M140002
For use on the MCH418 ONLY

OPTIONAL WEIGHT GAUGE

Know what you are lifting instantly with this column gauge. These gauges approximate the weight being lifted by one column - converting pressure into a weight.

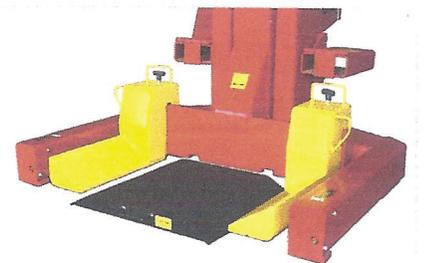
Shown: M140019



LARGE WHEEL KIT

Larger tires are raised on ramps to allow for proper fork placement. MCH18 and MCH13 approved.

Shown: M120304

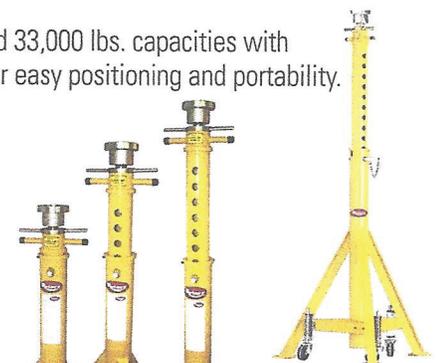


JACK STANDS

Available in 13,000, 18,000 and 33,000 lbs. capacities with spring loaded caster wheels for easy positioning and portability.



Shown: RS18
18,000 lbs. capacity tripod stand



Spring assisted height adjustment in 1" increments ranging from 56" to 82 1/4"

**REQUEST FOR BOARD ACTION
COMMITTEE OF THE WHOLE
June 27, 2016**

Subject: Professional Service Contract with RJN Group, Inc. for Engineering services at a cost not to exceed \$77,500. (Village of Lincolnshire)

Action Requested: Consideration, Discussion, and placement on the July 11, 2016 Consent Agenda for Approval

Originated By/Contact: Terry Hawkins, Utilities Superintendent

Referred To: Village Board

Summary / Background:

On May 17, 2016, staff received and opened 4 requests for qualifications to perform engineering services for the sanitary sewer rehabilitation program. Staff evaluated the qualifications received based upon content; approach; references and experience and determined that RJN Group Inc. most closely met the requirements of the Village as outlined in the RFQ.

Staff recommends acquiring RJN Group Inc. to conduct design; field services and bid preparation for the 2016 sanitary rehabilitation project. This is the design phase of a multi-year systematic program for locating and reducing Infiltration and Inflow sources of water.

Infiltration flow is caused from groundwater that enters into the sanitary system through deteriorated pipes or manholes. Inflow is defined as water that enters into the collection system from storm water interconnections such as downspouts or illegal sump pumps. These water sources directly impact Village funds and contribute to sanitary sewer overflow or distribution pipe backups.

The proposal submitted by RJN Group Inc. includes review of 24,810 feet of sanitary main televised in 2015. They shall provide recommendations and prioritization to staff for required pipe rehabilitation. From these recommendations they shall prepare design and bid assistance for necessary contractual repairs to be performed later this year.

In 2015 staff contracted an engineering firm to perform a Village wide sanitary sewer flow monitoring study. This study identified an area of the Village which requires further investigation. RJN Group, Inc. shall perform smoke testing and manhole inspections necessary in order to identify the inflow conditions discovered from this report. The area identified for further investigation is displayed in the attachments.

Budget Impact: The 2016 Budget includes engineering services in the amount of \$77,500 in the Water and Sewer Improvement fund.

Recommendation: Staff recommends approval of a professional service contract with RJN Group for contractual services related to this program. This engineering firm has performed infrastructure improvements with the Village in the past and has provided professional services.

Reports and Documents Attached:

- Proposed Contractual Service Agreement with RJN Group
- 2016 Smoke testing and manhole inspections

Meeting History	
Initial Referral to Village Board (COW):	June 27, 2016
Regular Village Board Meeting:	July 11, 2016

June 17, 2016

Mr. Terry Hawkins
Utilities Superintendent
Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, Illinois 60069

SUBJECT: PROPOSAL FOR PROFESSIONAL ENGINEERING AND SPECIALTY FIELD SERVICES FOR 2016 SANITARY SEWER REHABILITATION PROJECT

Dear Mr. Hawkins:

RJN Group, Inc. (RJN) is pleased to submit this proposal to the Village of Lincolnshire (Village) for the 2016 Sewer Investigations and Rehabilitation Program.

On May 17, 2016, RJN submitted a Statement of Qualifications (SOQ) to the Village of Lincolnshire in response to RFQ# 16-04, Sanitary Sewer Rehabilitation Project. Following the submittal process, RJN was selected by the Village for this work. RJN Group, established in Wheaton, Illinois in 1975, is a professional engineering and specialty field services firm focused on sewer collection systems.

PROJECT UNDERSTANDING AND APPROACH

The Village of Lincolnshire would like to establish an annual program to investigate, rehabilitate, and improve the overall performance of their sanitary sewer collection system. This process was begun in 2015 when the Village contracted for flow monitoring and initiated an annual sewer televising program of approximately 10% of the system per year. Following our review of the data provided by the Village and our initial discussions, we have organized the proposed 2016 sanitary sewer program into the following tasks:

- A. Review of 2015 Wastewater Flow Monitoring Report and Data
- B. Review of 2015 Sewer Televising Videos and Data
- C. Smoke Testing and Manhole Inspections in Meter Basin 6 and Low-Lying Areas
- D. Design and Resident Engineering for 2016 Point Repair Program
- E. Project Management, Meetings, and Future Program Planning

Each of these tasks is further described below.

A. Review of 2015 Wastewater Flow Monitoring Report and Data

In 2015, Baxter & Woodman completed an eight-week wastewater flow monitoring project at eight locations throughout the Village. Upon an initial review of the report, RJN believes that additional observations may be made beyond those provided in the report. RJN will review the report, as well as the final flow monitoring data and graphing available to provide additional insights regarding flow patterns, and additional recommendations and conclusions beyond the basin prioritization provided in the report.

B. Review of 2015 Sewer Televising Videos and Data

The Village retained the services of American Underground, Inc. of Glenview, Illinois to perform approximately 24,810 feet of main line closed circuit televising (CCTV) in 2015. RJN will review the CCTV inspection data, reports, and videos and make recommendations for and prioritization of improvements for structural repair, infiltration reduction, and preventative maintenance.

C. Smoke Testing and Manhole Inspections in Meter Basin 6 and Low-Lying Areas

The 2015 flow monitoring identified Basin 6 as a priority for the initiation of a sanitary sewer evaluation study (SSES) to identify sources of inflow and infiltration. Smoke testing and manhole inspections are the first two steps of an SSES. Basin 6 includes only 6,510 feet of sewers, and, as such, is not large enough for a cost-effective study. Because of this, RJN recommends extending the 2016 SSES study area to include the low-lying areas near the Des Plaines River and Indian Creek. This study area includes approximately 25,300 feet of sewers and 140 manholes and is shown on the attached exhibit.

D. Design and Resident Engineering Allowance for 2016 Point Repair Program

As a follow-up to the sewer televising program in 2015, it is expected that some point repairs will be required throughout the Village. This task sets aside an allowance towards the design, bidding assistance, and resident engineering required to repair the sewer problems found from the sewer televising work. Once the televising review is complete, RJN will develop a detailed scope of services and cost proposal for the allocation of this allowance.

E. Project Management, Meetings and Future Program Planning

This task provides for project management and meetings for the 2016 program. In addition to general project management tasks, this task also provides for the planning of the 2017 program as well as long range planning that will be important for the Village.

PROPOSED SCOPE OF SERVICES

The following services will be provided as outlined in the Project Understanding and Approach above.

A. Review of 2015 Wastewater Flow Monitoring Report and Data

1. Obtain a copy of flow monitoring data from the Village including, report, final datasets, storm hydrographs, diurnal curves, scattergraphs, and site installation and calibration reports.
2. Review reports, recommendations, and data, and provide additional observations and recommendations in a summary memorandum.
3. Meet with Village to discuss findings and incorporate into recommendations for 2017 sewer program.

B. Review of 2015 Sewer Televising Videos and Data

1. Provide equipment and personnel as necessary for televising video review.
2. Review sewer televising videos using PACP-certified personnel and PACP coding standards.
3. Provide data analysis as follows:
 - a. Compile field data and develop complete list of defects;
 - b. Incorporate results into GIS;
 - c. Assign an estimated flow to defects; and
 - d. Determine an appropriate rehabilitation method and estimate an associated cost for repairs.
4. Provide the following information in a summary memo:
 - a. Summary of work completed;
 - b. GIS map of identified defects;
 - c. List of defects prioritized by cost effectiveness for rehabilitation;
 - d. Recommendations for follow-up SSES work;
 - e. Recommendations for rehabilitation; and
 - f. Provide digital copies of data and GIS geodatabases.

C. Smoke Testing and Manhole Inspections in Meter Basin 6 and Low-Lying Areas

Manhole Inspections

1. Provide equipment and personnel to complete manhole inspections as outlined above and on the attached exhibit.
2. Use handheld electronic data collection equipment for collecting manhole inspection data.
3. Complete surface manhole inspections for manholes as outlined. Collect the following attribute data, as it can be determined from the surface:
 - a. Mapping grade GPS locate of manhole;
 - b. Manhole diameter;
 - c. Manhole material;
 - d. Pipe invert measurements;
 - e. Connecting sewer diameter(s); and
 - f. Connecting sewer flow direction.
4. Identify and document manhole condition, as it can be determined from the surface, including:
 - a. Direct evidence of I/I;
 - b. Open pickholes in lid;
 - c. Frame and adjusting ring condition, including adjustments and chimney seals;
 - d. Cone condition and defects;
 - e. Wall condition and defects; and
 - f. Channel and bench condition and defects.
5. Take a minimum of four digital photographs at each manhole structure
 - a. Surrounding area;
 - b. Manhole cover;
 - c. Topside - looking down; and
 - d. Manhole frame.
6. FOR FULL-DESCENT MANHOLE INSPECTIONS: Provide all tasks above as well as perform a confined space entry, full-depth inspection. Provide additional digital photographs and observations of the bench and trough as well all pipe connections.

Smoke Testing

7. Prepare a draft resident smoke testing notification letter for the Village to send to the affected residents and business owners. The letters will include RJN contact information for use during the smoke testing.
8. Prepare smoke testing door hangers to be hung by RJN staff at each address less than one week prior to smoke testing.
9. Notify the Village and the local fire and police departments of planned smoke testing activities, including daily updates.
10. Provide equipment, personnel, and smoke as necessary for smoke testing.
11. During smoke testing, erect smoke testing signs near the testing area and answer resident and Village questions on-site as well as through phone calls.
12. Use handheld electronic data collection equipment for collecting smoke testing data.
13. Smoke test the sanitary sewers as outlined above and on the attached exhibit.
14. GPS locate each identified defect and take a minimum of one photograph of each defect.

Data Analysis and Reporting

15. Provide data analysis as follows:
 - a. Compile field data and develop complete list of defects;
 - b. Assign an estimated flow based on inspection results; and
 - c. Determine appropriate rehabilitation method(s) for each defect or structure, as appropriate.
16. Organize all data from individual field services into a comprehensive summary report with the following information:
 - a. Summary of work completed;
 - b. Map of identified defects;
 - c. List of defects prioritized by cost effectiveness for rehabilitation;
 - d. Recommendations for follow-up SSES work; and
 - e. Recommendations for rehabilitation, including potential procurement methods and recommended contractors/vendors for various type of rehabilitation.

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17. Submit up to two color copies and a pdf of draft report.
18. Address Village comments on draft report and revise.
19. Submit up to two color copies of final report. Provide one digital copy of final report files, data in geospatial format compatible with industry standard GIS software, and photographs.

D. Design and Resident Engineering Allowance for 2016 Point Repair Program

The Scope of Services for design, bidding assistance, and resident engineering for the 2016 point repair program will be developed following Task B. Review of 2015 Sewer Televising Videos and Data. Work will not begin on this task until the scope of services and associated fee have been approved by Village staff.

E. Project Management, Meetings and Future Program Planning

1. Provide project management for the duration of the 2016 program.
2. Work with the Village to plan the 2017 sewer investigations and rehabilitation program.
3. Provide initial long-range sewer planning assistance to help develop a multi-year program plan for the Village.
4. Prepare an executive summary presentation for the Village Board or Committee to summarize the 2016 Program including:
 - a. Summary of findings and recommendations from each of the studies;
 - b. Summary of 2017 and long-range planning recommendations; and
 - c. Summary of rehabilitation work completed in 2016.
5. Attend up to four meetings throughout the duration of this project.
6. Attend an annual meeting with the Village Board or appropriate Committee.

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ITEMS REQUESTED FROM THE VILLAGE

We request the following items from the Village:

- GIS geodatabases and/or shape files for sanitary and storm sewers.
- Past reports, documents, and information as applicable for review including 2015 Wastewater Flow Monitoring report and data and 2015 Sewer Televising videos and data
- Assistance with traffic control and lane closures where necessary for smoke testing and manhole inspections.
- Mailing of notifications as outlined for smoke testing.

SCHEDULE

It is our understanding that contract approval is scheduled for the July 11, 2016 Village Board Meeting. RJN is prepared to begin work immediately upon contract approval. We offer the following estimated completion dates for each task:

- Review of the 2015 Wastewater Flow Monitoring report and data will be completed within 30 days of receipt of data.
- Review of 2015 sewer televising videos and data will be completed within 30 days of receipt of data and videos.
- Smoke testing and manhole inspections will be completed by November 23, 2016.
- The design of the 2016 Point Repair Program will begin immediately upon an approval of a scope of services and cost allocation.
- Draft reports for smoke testing and manhole inspections will be provided by February 28, 2017.

PROPOSED FEE

The attached Rate Schedule outlines standard hourly labor rates. Using these rates, we have developed the fee summary provided below. Completed work will be invoiced on a unit price, percent complete, and time and materials (T&M) basis as appropriate.

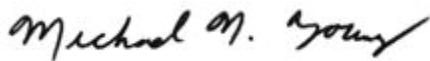
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An allowance has been provided for the design and resident engineering for the 2016 Point Repair Program. Following the review of the televising, a not-to-exceed cost estimate will be provided for approval by the Village. A summary of the project costs is as follows:

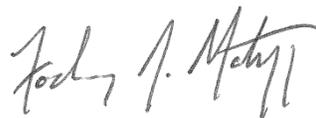
Task	Quantity	Unit Cost	Total Cost
Task A - Review of Flow Monitoring Report	1 lump sum	\$ 2,500	\$ 2,500.00
Task B - Review of 2015 Sewer Televising	1 lump sum	\$ 5,500	\$ 5,500.00
Task C1 - Manhole Inspections	120 MH	\$ 85.00	\$ 10,200.00
Task C2 - Descent Manhole Inspections	20 MH	\$ 110.00	\$ 2,200.00
Task C3 - Smoke Testing	25,300 feet	\$ 0.95	\$ 24,035.00
Task C4 - Summary Report	1 lump sum	\$ 4,000.00	\$ 4,000.00
Task D - Point Repair Design & RE Allowance	1 T&M	\$ 24,000.00	\$ 24,000.00
Task E - Project Management & Meetings	1 lump sum	\$ 5,000.00	\$ 5,000.00
TOTAL COST			\$ 77,435.00

It is our pleasure to submit this proposal to the Village of Lincolnshire. Please feel free to contact Senior Project Manager Catherine Morley at (630) 682-4700 x354 if you would like to discuss this proposal in detail. We are looking forward to the opportunity to begin working with the Village on this important program.

Sincerely,
 RJN Group, Inc.



Michael N. Young, P.E.
 Principal



Zachary J. Matyja, P.E.
 Client Manager

Attachments:
 Rate Schedule
 2016 SSES Area Map



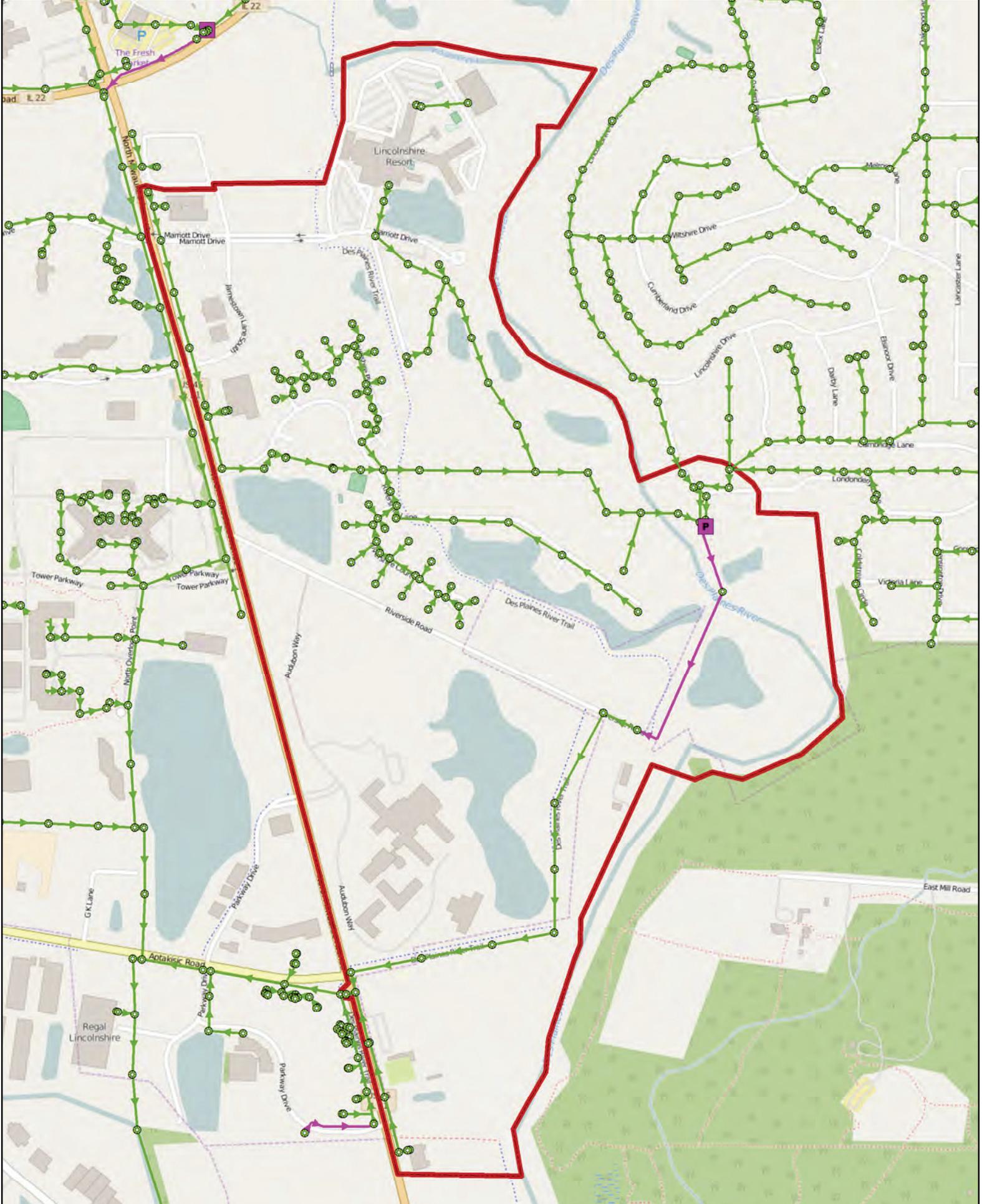
**Village of Lincolnshire
Sanitary Sewer Rehabilitation Project**

**Schedule of Rates
for RJN Group, Inc.**

	Position	Hourly Rate
PD	Project Director	\$200
SPM	Senior Project Manager	\$180
SPE	Senior Project Engineer	\$125
PE	Project Engineer	\$115
RE	Resident Engineer	\$115
EI	Engineer Intern	\$100
GIS	GIS Technician	\$80
FM	Field Manager	\$80
FT	Field Technician	\$70
CL	Clerical	\$70

NOTES:

1. The rates listed above are valid until December 31st, 2017.
2. The rates for reimbursable items such as postage, document fees, and in-house printings/discs are applied based on the normal on-going charges.
3. The above rates do not include the services of other professionals or companies required to perform work to assist RJN Group, Inc. in the performance of a task order.



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