



MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, February 10, 2014

Present:

Mayor Blomberg

Trustee Feldman

Trustee McDonough

Trustee McAllister

~~Village Treasurer Curtis~~

Village Manager Burke

~~Finance Director Peterson~~

Community & Economic Development

Director McNellis

Trustee Brandt

~~Trustee Grujanac~~

Trustee Servi

Village Clerk Mastandrea

Village Attorney Simon

Chief of Police Kinsey

Interim Director of Public Works Woodbury

Village Planner Robles

ROLL CALL

Mayor Blomberg called the meeting to order at 7:10 p.m. and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of January 27, 2014 Committee of the Whole Meeting Minutes.

The minutes of the January 27, 2014 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Continued Consideration and Discussion regarding Text Amendments to Title 6, Zoning, of the Lincolnshire Village Code to update requirements for Accessory Structures & Uses, incorporate new regulations for Temporary Structures and Uses, and revise limitations for Obstructions in Yards (Village of Lincolnshire)

Village Planner Robles provided a presentation highlighting the proposed changes to Title 6, Zoning, of the Lincolnshire Village

Code, as outlined in Staff's memorandum. Village Planner Robles also included background related to previous Board discussions.

The height of accessory structures was briefly discussed. Trustee McAllister asked how staff arrived at the permitted height requirements for flagpoles. Village Planner Robles noted flagpoles are based on a percentage of the height of the home.

A discussion regarding the limit of accessory structures followed. Trustee Brandt asked for clarification regarding the quantity or limit of structures. Trustee Brandt stated her opinion was not to limit the amount of structures since there were homes that already had more structures on their property than the proposed changes would allow. The Board was of the opinion not to change the quantity of play structures. Community & Economic Development Director McNellis noted the proposed Code requirements would permit two permanent structures and one temporary seasonal structure. The Board confirmed this was the direction they would like staff to go regarding the changes.

A discussion regarding the types of materials allowed for accessory structures followed.

Floor Area Ratio (FAR) was discussed. Mayor Blomberg noted his concern regarding FAR if the permissible size of an accessory structure is based on the percentage of the size of the home some of the accessory structures could become fairly big.

Village Planner Robles provided scenarios regarding accessory structures and what would be allowed. Village Attorney Simon noted this process was not intended to make big changes to the current practice, but to refine current practice and provide clarity in the Code. Trustee Brandt stated it was her opinion the Board wanted to understand it so as not to cause issues with what currently exists, while still offering flexibility.

Village Planner Robles continued with the presentation explaining proposed changes to the permitted Accessory Structures chart and new Code language regarding the regulation of Temporary Uses and Structures.

A brief discussion regarding side-yard setbacks and adequate amount of separation to allow a storage structure from the home followed. Several Trustees thought two feet separation would be acceptable.

It was the consensus of the Board for staff to provide graphic scenarios and revise the amendment related to Board suggestions prior to further Board review.

3.2 Finance and Administration

3.21 PUBLIC HEARING: Regarding an Ordinance Making Appropriations to Defray All Necessary Expenses and Liabilities of the Village of Lincolnshire, Lake County, Illinois, for the Fiscal Year 2014 (Village of Lincolnshire)

3.22 Consideration and Discussion of an Ordinance Making Appropriations to Defray All Necessary Expenses and Liabilities of the Village of Lincolnshire, Lake County, Illinois, for the Fiscal Year 2014 (Village of Lincolnshire)

Mayor Blomberg closed the Committee of the Whole Meeting and opened up the Public Hearing for consideration of an Ordinance Making Appropriations to defray all necessary expenses and liabilities of the Village of Lincolnshire.

Finance Director Peterson provided a summary of the proposed Ordinance.

Mayor Blomberg asked if there were any questions or comments.

Mayor Blomberg closed the Public Hearing and re-opened the Committee of the Whole Meeting at 8:20 p.m.

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

3.23 Consideration and Discussion of Recommended Amendments to the Employee Personnel Policies Manual Pertaining to Drug-Free Workplace Policy, Victims' Security and Safety Policy, and Violence in the Workplace Policy (Village of Lincolnshire)

Village Manager Burke noted the Board received several changes to the Employee Personnel Policies Manual and provided a summary of the proposed changes pertaining to drug-free workplace and medical marijuana and employees carrying weapons while working for the Village.

Trustee Servi recommended staff clarify stipulations of medical marijuana during the hiring process. Village Manager Burke

noted if a test came back positive during the hiring process, further action and discussions would occur.

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

3.3 Public Works

3.31 Consideration and Discussion of a Resolution for Maintenance of Streets and Highways Under the Illinois Highway Code (Village of Lincolnshire – Motor Fuel Tax Project)

Village Manager Burke noted the Resolution is annual in order to meet Illinois Department of Transportation requirements regarding the use of motor fuel tax funds. Village Manager Burke reviewed the scope of the street resurfacing project planned for 2014 and noted the budget includes the use of \$170,000 of motor fuel tax fund.

Trustee McDonough asked if the proposed streets noted in the Resolution is a low percentage of streets. Village Manager Burke noted it was slightly under what has normally been proposed and explained the Village typically strives to resurface at least one mile of roadway annually through the program.

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 and Discussion of Options Regarding Purchase of Bulk Road Salt for the Winter Season 2014-2015 (Village of Lincolnshire)

Interim Director of Public Works Woodbury provided a summary of the request regarding the purchase of bulk road salt for the 2014 – 2015 winter season. Interim Director of Public Works Woodbury explained staff recommends the Village participate in both the state bulk rock salt joint purchasing program and a new joint bidding program with Lake County.

Village Manager Burke stated staff is looking for direction from the Board since the bulk purchase of the salt would not occur until the 2015 Budget.

Trustee Servi asked how many salt vendors are available and

would the Village end up purchasing salt from the current vendor regardless. Interim Director of Public Works Woodbury informed the Board he did not think the purchase would involve the current vendors due to the location of the salt.

Village Attorney Simon asked about storage of the salt. Interim Director of Public Works Woodbury noted the location of the salt was unknown at the time.

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 Amendment to Title 3-3, Liquor Control, for the Creation and Issuance of a Class “O” Liquor License for ZaZa Salon and Day Spa (Village of Lincolnshire)

Chief of Police Kinsey updated the Board regarding the request from ZaZa’s to obtain a newly created Class O Liquor License.

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**

Village Attorney Simon updated the Board regarding the recently posted draft of Administrative rules by the State for medical marijuana and noted Lake County would have three dispenser locations

Village Manager Burke updated the Board regarding the inquiry about possibly combining the Chamber Taste of Lincolnshire event and Art Fest into a single community event. Since the last update, Village Manager Burke received feedback from Stevenson indicating they are not in a position to offer primary support for the event in the coming year if it is via the Chamber of Commerce. Staff met with the Executive Director of the combined Buffalo Grove/Lincolnshire Chamber and informed the Director that the Village was committed to supporting the Taste of Lincolnshire prior to the merger. However, given the change in status of the Lincolnshire Chamber of Commerce, staff is now uncertain of the Village Board’s willingness to make a financial contribution to the merged entity. Village Manager Burke noted staff asked the Chamber Director if the organization would still host the event without

the financial contribution from the Village of Lincolnshire, and the Director stated this would need to be discussed with the Chamber Board. The Chamber Director informed Village Manager Burke there was no one from the Chamber available to head up the event and was hoping the people involved with the events in the past would be able to provide support. Village Manager Burke is looking for some direction from the Board regarding the events. Mayor Blomberg asked if Baceline was willing to combine the events. Village Manager Burke noted he was of the opinion Baceline was not opposed to combining the events but would need to discuss particulars regarding planning and site layout.

Trustee Brandt noted it was her opinion, combining the events would not work due to parking restrictions. There was a brief discussion regarding combining the two events and leadership roles related to these events. Trustee Brandt noted \$15,000 was allocated to the Chamber for the Taste of Lincolnshire and questioned how the money would be spent if it was not directed to the Chamber. Mayor Blomberg stated it was his opinion not to donate the allocated dollars to the new combined Chamber. Trustee Brandt suggested Tonya Zozulya as the new Economic Development Coordinator provide a bigger role in the Taste of Lincolnshire event and money's budgeted could be used for the event. Village Manager Burke suggested having staff meet with Stevenson to get information related to their participation level in with the events.

5.0 **NEW BUSINESS**

Trustee Brandt asked if the ice rink was installed at North Park. Village Manager Burke noted they worked with Lincolnshire Sports Association on the possible installation this winter; however, due to snow cover this winter, it was agreed the rink installation would be pursued next season.

Trustee Brandt asked who pays for the Police Officer directing traffic at Stevenson High School. Chief of Police Kinsey noted Stevenson High School pays for the Police Officer as an experiment to help alleviate traffic. Trustee Brandt stated it was her opinion this has helped with the traffic situation.

6.0 **EXECUTIVE SESSION**

7.0 **ADJOURNMENT**

Trustee Servi moved and Trustee McDonough seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Blomberg declared the meeting adjourned at 9:02 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk