



**MINUTES  
COMMITTEE OF THE WHOLE MEETING  
Tuesday, October 9, 2018**

Present:

Mayor Brandt	<del>Trustee Harms Muth</del>
Trustee Grujanac	Trustee Hancock
<del>Trustee McDonough</del>	<del>Trustee Servi</del>
Trustee Leider	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Finance Director/Treasurer Peterson	<del>Public Works Director Woodbury</del>
<del>Chief of Police Leonas</del>	<del>Assistant Village Manager/Community &amp;</del>
Commander Watson	<del>Economic Development Director Gilbertson</del>
Planning & Development Manager Zozulya	

**ROLL CALL**

Mayor Brandt called the meeting to order at 7:14 p.m. and Village Clerk Mastandrea called the Roll.

**2.0 APPROVAL OF MINUTES**

**2.1 Acceptance of the September 24, 2018 Committee of the Whole Meeting Minutes**

The minutes of the September 24, 2018 Committee of the Whole Meeting were approved as submitted.

**3.0 ITEMS OF GENERAL BUSINESS**

**3.1 Planning, Zoning and Land Use**

~~**3.11 Consideration of an Ordinance Amending Title 12 (Signs) Regarding Changes to Chapter 3 (Definitions), Chapter 8 (Sign Construction & Design: General Standards), Chapter 11 (Prohibited Signs), Chapter 12 (Exempt Signs, and Chapter 13 (Temporary Signs) (Village of Lincolnshire)**~~

Mayor Brandt recommended this item be placed on the next Committee of the Whole Meeting for consideration.

It was the consensus of the Board to place this item on the next Committee of the Whole Meeting for consideration.

**3.12 Preliminary Evaluation of Text Amendments to the Lincolnshire Zoning Code Regarding Office-Industrial Zoning District (O/I) Permitted & Special Use – Text Amendments (Village of Lincolnshire)**

Planning & Development Manager Zozulya provided a summary of the proposed preliminary evaluation of Text Amendments to the Lincolnshire Zoning Code regarding Office-Industrial Zoning District O/I permitted and special use. The need for revisions came about when Van Vlissingen and Company approached staff about concerns related to how to treat social workers/counseling type of professions. Staff's and the Village Attorney's interpretation was that these uses currently require a Special Use and cannot locate "by right" in the O/I district, based on the code definition of "physician's office". Staff then met with Van Vlissingen representatives to discuss uses that may be appropriate to either add to Village code or change the current permissibility. Planning & Development Manager Zozulya reviewed a list of recommendations for Board feedback as a result of research and meeting with Van Vlissingen.

Trustee Grujanac asked about physical or occupational therapists needing a large amount of space and would this be limiting to the requirement that no more than 25% of building area be occupied by medical uses. Planning & Development Manager Zozulya stated this could be limiting. Mayor Brandt stated her opinion is to not limit it to 25%. Trustee Leider suggested staff look at what other municipalities are allowing.

Planning & Development Manager Zozulya continued with the list of proposed changes.

Mayor Brandt asked about the current request for drug manufacturing district being a permitted use due to the hazmat issue. Village Manager Burke noted this would be a permitted use that would have to meet building and Fire Department requirements relative to storage and handling of the hazmat materials.

Mayor Brandt asked if there was anything specific that Van Vlissingen felt strongly about. Planning and Development Manager Zozulya noted physicians request was something Van Vlissingen felt strongly about since they have pending leases. Village Manager Burke noted Van Vlissingen would be in favor of more uses that could be deemed permitted by right as opposed to permitted with a special use that has direct lease-to-tenant buildout without coming before the Village Board process and brought up examples of what other communities allow.

Mayor Brandt asked about the time frame and process for the revisions to the code from staff. Planning & Development Manager Zozulya stated if the Board is in approval to move forward, staff would complete their review on time for the November Zoning Board publication hearing and then come back before the Board before the end of the year.

It was the consensus of the Board for staff to complete their review and

present to the Zoning Board in November.

3.2 Finance and Administration

**3.21 Official Announcement of Estimated Amount to be Raised by Ad Valorem Taxes for 2018 Tax Levy to be Collected in Fiscal Year 2019 (Village of Lincolnshire)**

Finance Director/Treasurer Peterson provided a summary of the official announcement of estimated amount to be raised by Ad Valorem taxes for 2018 Tax Levy to be collected in fiscal year 2019 as required by state statute. Finance Director /Treasurer Peterson asked for Board direction regarding *“maintaining the same rate of .241 for taxes as what has been done since 2013. If this the consensus of the Board, staff would like to bring back a tax levy ordinance seeking \$1,629,000.00.”*

Village Manager Burke distributed a cover sheet which notes the \$1,629,000.00 which maintains the tax rate of .241. The \$27,212 differential in the memo did not capture the full \$29,000,000 in assessed valuation growth while maintaining the rate of the .241. The increase in the amount over the past year would be \$76,000 to be levied but the rate would remain the same and spread across the new growth of \$29,000,000.

A brief conversion regarding the possibility of the rates going down in coming years and the current rate remaining the same for the past several years followed.

Village Manager Burke noted Trustee Servi sent out an email regarding a state-wide property tax which was referring to a referendum that he came across that is on the ballot in Kane County. The referendum asks voters if they support/oppose a state-wide, 1% real estate tax. Lake County Board also placed a question on the November ballot asking a question about a state-wide property tax. Village Manager Burke noted the General Assembly has talked about this matter, but there has been no movement on that issue.

Trustee Hancock asked staff to explain the allocation of the budget between Police Pension and IMRF; how does the Village determine where this goes. Village Manager Burke stated the Police Pension Fund amount is the request that Mr. Steven Lee, Pension Board President presented at the last meeting at the formal direction of the Police Pension Board. The Pension Board receives their actuarial determination on what their recommended contribution will be in the coming year and that number feeds into the calculation. The Illinois Municipal Retirement Fund (IMRF) is the retirement contribution for the non-sworn/non-Police Officer pension contributions which is an automatic percent calculator based upon the budget for salaried employees for the coming year.

A discussion regarding the levy amount for Public Safety followed.

A conversation regarding the calculations for the assessed value as it relates to the tax levy followed. Trustee Leider requested staff provide the exact calculations at the budget workshop meetings.

It was the consensus of the Board to direct Finance Director /Treasurer Peterson to prepare the 2018 Property Tax Levy using \$1,629,000 and to reduce the Police Protection levy if necessary to maintain a .241 tax rate for 2018.

3.3 Public Works

3.4 Public Safety

3.5 Parks and Recreation

3.6 Judiciary and Personnel

4.0 **UNFINISHED BUSINESS**

5.0 **NEW BUSINESS**

5.1 **Condition of Streets in the Village**

Trustee Hancock stated he has been out walking various streets and noted concern with regard to the condition of some of the streets. Trustee Hancock asked for the schedule of patching and repair work as it relates to the streets.

Village Manager Burke noted he would obtain information from staff regarding the schedule and ask staff to go out to look at the locations of concern.

5.2 **Leaf Pickup**

Trustee Grujanac asked when leaf pickup would begin. Village Manager Burke stated leaf pickup begins October 22<sup>nd</sup>.

5.3 **Bike Path North of Daniel Wright**

Trustee Leider asked about the time frame for repair work on the bike path north of Daniel Wright School. Village Manager Burke stated there has been a debate between the county and the church which seems to have been resolved late last week so the repairs should be moving forward fairly quickly at this point. Village Manager Burke stated he would verify the timing with Public Works.

Trustee Leider stated the county has continued to surprise residents with work requirements along Riverwoods Road and asked staff to see what could be done with regard to development review processes to prevent the surprises in the future.

**6.0 EXECUTIVE SESSION**

**7.0 ADJOURNMENT**

Trustee Grujanac 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 8:04 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk