



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, February 11, 2019**

Present:

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

ROLL CALL

Mayor Brandt called the meeting to order at 7:07 p.m. and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the January 28, 2019 Committee of the Whole Meeting Minutes

The minutes of the January 28, 2019 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 Petition for a New Planned Unit Development in the B2 General Business District to Permit a Vehicle Fueling Station with Convenience Store and Car Wash at the southeast corner of Illinois Route 21 (Milwaukee Avenue) and Illinois Route 22 (Half Day Road) (Gendell Realty Partners, Inc.)

Planning & Development Manager Zozulya provided history & zoning of the site and a summary of the proposed new Planned Unit Development (PUD) in the B2 General Business District to permit a vehicle fueling station with convenience store and car wash proposed for the southeast corner of Illinois Route 21 and Route 22. Planning & Development Manager Zozulya stated the petitioner has contacted Lake County Stormwater Management regarding on-site detention and received preliminary approval. Planning & Development Manager Zozulya noted the Illinois Department of Transportation (IDOT) has also been notified since the site is on Illinois State Routes, and based on preliminary comments from them, right-in/right-out access points to the site are

proposed along Half Day Road and Milwaukee Avenue and right-turn lanes are proposed on Half Day Road and Milwaukee Avenue. A traffic study has been provided by the petitioner, and the developer plans to include a 10' wide bike path along Milwaukee Avenue with connection along Half Day Road. Planning & Development Manager Zozulya noted several areas of the proposal do not meet code and are referred to as exceptions since this is a PUD and will be worked through if the project is referred. The petitioner also requests sales of packaged beer and wine which would require an amendment to the Village liquor code to provide for this class of license. Planning & Development Manager Zozulya provided possible next steps regarding the petitioner to either refer the proposal to the Architectural Review Board for design review with or without specific direction or continue the preliminary evaluation and ask the developer to return to a future Village Board meeting with more information and/or revisions.

Mr. Daniel Wander, Senior Vice President of Terraco, Inc. representing Gendell Realty Partners, Inc. provided an overview of the presentation, introduced the development team, provided background and history for Terraco, Inc., and provided information regarding proposed site development.

Mr. Ryan Howard, Chief Operating Officer for True North Energy provided an introduction and history of True North Energy. Mr. Howard provided a presentation regarding the proposed project which included sharing a rendering video depicting two possible architectural options of the convenience store/car wash for Board consideration.

Mayor Brandt noted a Shell station exists on the corner of Milwaukee Avenue and Aptakasic Road and asked if that station had any relationship to the proposed True North Energy gas station. Mr. Howard stated the Shell in question was purchased by Circle K and has no relationship; it is potentially a competitor.

Mayor Brandt asked with so many other gas stations and car washes in close proximity to the proposed, why True North Energy would want to come into Lincolnshire. Mr. Howard stated typically True North Energy would pick a corner location but chose off-corner on Route 22 because there are no other gas stations facing Route 22 traveling east bound in the area other than the True North Energy station on Rand and 22. Mr. Howard noted there is quite a bit of traffic passing the location, and for this reason, True North Energy believes this will be the perfect location. Mayor Brandt asked what predicted sales would be. Mr. Howard stated True North Energy has estimated the tax revenue to be approximately \$200,000 annually. It was noted a large percent of profit comes from inside the store.

Trustee Leider stated there is a Shell station within 4 blocks, each way of the proposed location and asked why Shell would put another one in

the middle of this concentration of existing businesses. Mr. Howard stated True North Energy had to go to Shell and ask for approval, and since the proposed station is contemplating Route 22 traffic, Shell's corporate offices supported this location.

A brief conversation ensued regarding IDOT required turn lanes if the project is approved. Trustee Hancock asked if the turn lanes were not required, would this project work. Mr. Javier Millan, Senior Traffic Engineer with KLOA, Inc. who is the traffic consultant for the project stated when they met with IDOT, initial feedback was given by IDOT staff. Mr. Millan stated given the amount of anticipated volume the gas station will generate, right-hand turn lanes are required.

Mr. Howard continued the presentation with one of two video renderings.

Mayor Brandt asked if True North Energy is working with anyone on the proposed restaurant site. Mr. Howard stated they are marketing this site and anticipate the restaurant will be a quick serve, similar to Culver's with a drive-thru. He noted there is not enough land to accommodate a larger sit-down restaurant. Mr. Wander stated parking is also not available for a sit-down restaurant. Trustee Hancock asked if they would object to a Starbucks. Mr. Howard said they would not be opposed to a Starbucks.

Mr. Howard continued the presentation with the other, more traditional video rendering. Mayor Brandt asked if there would be additional landscaping. Mr. Howard stated the proposed plan would include full landscaping. He noted the video rendering was intended to highlight the architecture and True North Energy did not want possible landscaping reflected in the video rendering that would not be part of the formal application. The landscape plan will be shared with the Board at the end of the process. Trustee Hancock noted the PowerPoint presentation showed where the gas pumps are with a shingled roof, but the video rendering does not have it. Mr. Howard said this is typically Shell's global image that they protect so it takes special approval for True North Energy to do something other than that. Mr. Howard stated if the Board wanted the shingled roof, True North Energy would do their best to get it approved by Shell.

Trustee Grujanac asked how the Milwaukee Road widening would affect the turn lanes going in and the footprint of the proposed restaurant. Village Attorney Simon noted the site plan includes the proposed widening. Mr. Scott DiGilio, Principal with RTM Engineering, Civil Engineers for the project stated they have already taken into account the additional right-of-way, so the site plan is based on that widening taking place. Mr. DiGilio reviewed through the site plan showing proposed road improvements, path, and signage.

A brief conversation regarding the PUD followed.

Mayor Brandt asked if the DeSantis family will be retaining ownership of the wetland area to the east, or would they be dedicating it to the Village for possible use for a trail. Mr. Howard stated he was not aware of what the DeSantis family would do with the remaining property and highlighted the area of what True North Energy would be purchasing along with a granted easement to use for stormwater management. Mayor Brandt noted a past conversation she had with the DeSantis family regarding the parcel. Trustee Leider agreed a conversation with the DeSantis family should be had regarding the remaining property.

All Trustees noted concern regarding the other Shell gas stations in close proximity.

Trustee Servi stated his preference was to not have another burger restaurant at this location since there are already a few in the nearby area.

Trustee Grujanac noted concern regarding the proposed restaurant and landscaping on the site.

Trustee Leider asked about the cross access in the back (east) side of the site. Mr. Wander said one of the things that could be a possibility is to have cross access to the south that would connect to the back of the Courtyard by Marriott Hotel and continue down to Marriott Drive. Trustee Leider suggested the possibilities be brought forth in the beginning to give the Architectural Review Board the opportunity to review this concept.

Mr. Howard provided a summary of the request to sell beer and wine at the proposed station, which they know is a privilege and not a right. They have strict policies and procedures for carding and train staff above and beyond the required BASSET training.

Trustee Servi was in approval of allowing the sale of packaged beer and wine. Trustee Leider stated he was comfortable with this as well. Village Attorney stated the proposal is for the gas station to be 24-hour and noted there is a curfew for the sale of alcohol and asked how this would be managed. Mr. Howard stated they would lock down the registers and product doors for alcohol sales to manage the curfew. Mr. Howard stated True North Energy will comply with whatever the curfew may be.

Village Manager Burke noted Trustee Servi stated he would support a liquor code change for all the gas stations and asked if the Board would like staff to move forward with this code change. Trustee Leider stated if this starts to materialize, then staff should move forward with the code change. Trustee Hancock suggested staff do some preliminary work on a potential code change.

Mayor Brandt asked staff if True North Energy provided an estimate on tax revenue for the potential restaurant. Village Manager Burke stated it could potentially generate approximately \$30,000 in sales tax and food and beverage tax per year. A conversation regarding potential tax revenue followed.

Trustee Grujanac recommended getting information out to the community on the proposal prior to the Architectural Review Board meeting.

Trustee Hancock asked what the benefit would be beyond tax revenue. Trustee Leider stated a benefit would be to clean up the site.

A conversation regarding the viability of the proposed project followed.

It was the consensus of the Board to refer this to the Architectural Review Board with the recommendation to stay with the traditional building design option presented.

3.12 Consideration of Request for Internal Village Fee Waiver – Parking Lot Expansion (Adlai E. Stevenson High School District 125)

Planning & Development Manager Zozulya provided a summary of a request for internal Village fee waiver for the parking lot expansion at Adlai E. Stevenson High School.

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

3.13 Consideration and Discussion Regarding AccessMyGov and Online Credit Card Payments for Various Required Village Permits (Village of Lincolnshire)

Assistant Village Manager/Community & Economic Development (CED) Director Gilbertson provided a summary of AccessMyGov and online credit card payments for various required Village permits. Assistant Village Manager/CED Director Gilbertson noted some of the information the Board had concerns with previously would still be publicly viewable if this Invoice Cloud function is turned on and usable.

Mayor Brandt ask what information would be viewable to the public. Assistant Village Manager/CED Director Gilbertson stated permit value and inspection status would be made viewable if the payment feature was activated. However, the majority of the information the Board had concerns with in the past would not be viewable.

Assistant Village Manager/CED Director provided test pages for the Board.

Trustee Leider asked how Lincolnshire compares to other municipalities in terms of collecting on-line credit card payments. Assistant Village Manager/CED Director Gilbertson stated Lincolnshire is behind the curve compared to other municipalities.

Trustee Hancock asked what the benefit of the system is beyond on-line payments. Village Manager Burke provided information related to the work order management system along with on-line permitting. Trustee Hancock asked how many man-hours would there be to managing the system. Assistant Village Manager/CED Director Gilbertson stated staff is currently managing most of these functions and noted there is already a savings of time for the on-line permit system.

Trustee Hancock asked if you could use it with a mobile device. Assistant Village Manager/CED Director Gilbertson stated he was not aware if a mobile device could be used with the system but would find out.

It was the consensus of the Board to implement AccessMyGov and online credit card payments for various required Village permits.

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 2019 (Village of Lincolnshire)

Mayor Brandt recessed the February 11, 2019 Committee of the Whole meeting and convened the 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 2019.

Finance Director/Village Treasurer Peterson provided a summary of the annual ordinance making appropriations to defray all necessary expenses and liabilities of the Village of Lincolnshire, Lake County, Illinois for the Fiscal Year 2019. Finance Director/Village Treasurer Peterson noted the following two exceptions proposed to the spending plan not reflected in the budget: Original budget for Economic Development Incentives was \$934,470 and the 2019 appropriation has been increased an additional \$100,000 to \$1,128,780 to accommodate for additional tax sharing related to Interior Investment sales. A \$20,000 increase to the E911 Professional Services related to the dispatching services transition to Deerfield and possible need to update all in-car laptops.

There were no comments or questions from the Village Board.

There were no comments from the public on the proposed appropriation ordinance.

Mayor Brandt adjourned the Public Hearing and reconvened the Committee of the Whole meeting at 8:59 p.m.

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

3.22 Consideration of New Village Policies for Private Sponsorships, Donations & the 4th of July Parade (Village of Lincolnshire)

Planning & Development Manager Zozulya provided a summary of proposed Village policies for private sponsorships donations and the 4th of July parade.

Trustee Hancock asked if there would be a record kept of what sponsorship is being taken in by the Village. Planning & Development Manager Zozulya stated a form will be filled out for a potential sponsor as an official record. All sponsors would be entitled to some recognition to get their name out. A private donation would be handled by the Finance Department and reported to the Village Board.

Finance Director/Village Treasurer Peterson provided additional information regarding how financial donations would be tracked and transmitted to the Board.

Village Attorney Simon noted the Village has adopted the state ethics Ordinance which prohibits gifts from prohibited sources.

In reference to the proposed parade policy, Mayor Brandt noted the desire to keep the 4th of July kid and family-friendly. She noted other communities in the area have seen community parades overtaken by political messages and debate. Village Manager Burke noted the 4th of July parade policy gives the Village the right to allow or not allow applicants to take part in the parade depending upon whether or not the message is appropriate and meets the intent of the policy.

Mayor Brandt noted a volunteer meeting coming up on February 13th at 6:00 p.m. in the Community Room and asked staff to invite the Board.

It was the consensus of the Board to place the proposed policies on the Consent Agenda for approval at the next Regular Village Board Meeting.

- 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

6.0 EXECUTIVE SESSION

7.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Leider seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 9:08 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk