



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, April 22, 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 & Economic Development Director Gilbertson
Assistant Public Works Director/Village Engineer Dittrich	

ROLL CALL

Mayor Brandt called the meeting to order at 7:23 p.m., and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the April 8, 2019 Committee of the Whole Meeting Minutes

The minutes of the April 8, 2019 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.2 Finance and Administration

3.21 Consideration of an Ordinance Dissolving the Village of Lincolnshire "Fund 17" (Village of Lincolnshire - E911 Fund)

Finance Director/Treasurer Peterson provided a summary of the proposed Ordinance dissolving the Village of Lincolnshire "Fund 17" E911 Fund.

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

3.3 Public Works

3.31 Consideration and Discussion of Changes to the Current Village of Lincolnshire Street Usage Policy (Village of Lincolnshire / Lincolnshire Sports Association)

Assistant Public Works Director/Village Engineer Dittrich provided a

summary of proposed changes to the current Village of Lincolnshire Street Usage Policy. Staff requests authority to make discretionary decisions to allow an additional event to be held in accordance with the policy as long as it is not significantly impacting an area.

Trustee Grujanac asked if there was a way to hear about the events if they are not being brought to the Board and suggested putting the events in Managers Notes. Assistant Public Works Director/Village Engineer Dittrich stated they could list the events in a similar manner to how staff is sharing information on approved sign permits which are included in Managers Notes.

Trustee Leider stated if things are left open ended, then there is no Policy to use for reference. Trustee Leider suggested leaving the policy at three events as currently stated, adding flexibility for going outside the three or putting a number other than three in the policy that staff feels is more appropriate. Assistant Public Works Director/Village Engineer Dittrich suggested putting a limit in the policy along with the clause “unless otherwise approved by staff or the Village Board”.

A Conversation regarding current events and policy followed.

Trustee Leider suggested the policy change to five events a year but no more than 1 a month. Village Attorney Simon noted this is logistical and since all new events already go to the Board, maybe the policy would state if the event changed in any way it would come back to the Board for approval. Trustee Leider suggested one event per month. Assistant Public Works Director/Village Engineer Dittrich suggested allowing two events per spring, summer, fall, and any others would have to come before the Board. Village Manager Burke stated any new event would come before the Board as well.

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

3.4 Public Safety

3.5 Parks and Recreation

3.51 Consideration of an Ordinance Amending Title 1 (Administration), Chapter 15 (Comprehensive Fee Schedule) of the Lincolnshire Village Code to Update Public Ways and Properties Fees (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a proposed Ordinance amending Title 1 Chapter 15 of the Lincolnshire Village Code to update public ways and property fees. The change would not go into effect until 2020 since Lincolnshire Sports Association has already set their fees for the year.

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

3.52 Consideration and Discussion of the Use of North Park for Heroes Night on August 23, 2019 (Village of Lincolnshire)

Chief of Police Leonas provided a summary of the new Heroes Night which will take the place of National Night Out and request for use of North Park for said event.

Mayor Brandt noted the later date of August 23rd may draw a bigger crowd since more people are back in town at this time since school is back in session.

Trustee Leider suggested getting the schools involved with the event. Chief of Police Leonas stated staff has contacted District 103, and they have agreed to have their “Back to School” night at the event.

Mayor Brandt asked if any special awards would be given to Heroes. Chief of Police Leonas stated they would be happy to do that and since the event is still in the planning stages, if any other Board members have ideas for the event, to please share them with him.

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

3.6 Judiciary and Personnel

4.0 UNFINISHED BUSINESS

4.1 Lincolnshire Creek

Mayor Brandt stated she was contacted by two residents regarding the Lincolnshire Creek stabilization project. Mayor Brandt noted a lot of brush has been removed and the Village will be planting and looking at year round material so the area is not so open to Riverwoods Road.

Assistant Public Works Director/Village Engineer Dittrich provided an overview of the project and noted many of the trees removed were dead along with the removal of non-native brush and undergrowth. Assistant Public Works Director/Village Engineer Dittrich stated staff is working with the consultant on a plan to replace some of the landscaping for screening.

4.2 Manors of Whytegate

Mayor Brandt asked staff to update the Board regarding Manors of Whytegate. Assistant Public Works Director/Village Engineer Dittrich stated later this week/early next week the Builder will get their contractor remobilized to do the final topsoil spreading and seeding in the ditches, and remove the silt fence.

Mayor Brandt noted three of the white slats on the fence in front of the Manors of Whytegate have recently come down, and there is damage to the wood fence in the area as well. Assistant Public Works Director/Village Engineer Dittrich noted staff will schedule repair to the plastic pvc fence, and staff is working with the property owners regarding the damaged wood fence.

4.3 Route 22

Mayor Brandt stated years ago when Route 22 widening was being constructed, the Illinois Department of Transportation (IDOT) came in and informed the Village they would be putting jersey walls down the middle. If this happened, there would be no left turns out of Wood Creek Court or Berkshire. At that time, the Village informed IDOT they did not want any barriers/medians. Mayor Brandt stated with The St. James coming back, she recently thought about how they could better mitigate views and soften the roadway and directed staff when negotiating with The St. James to look at putting medians in much like there is right when exiting off of 94 onto Route 22. Mayor Brandt stated she suggested to staff to see if IDOT would allow this and would The St. James potentially pay for it or possibly get an ITEP Grant. Mayor Brandt noted if the Board has any ideas when thinking of The St. James, to bring it up to staff now.

Trustee Grujanac stated in driving around, it looks like there is a lot of dead shrubs and trees in the area and suggested seeing if there was any way to get The St. James to put in plantings to replace the dead vegetation as part of the development plan. Mayor Brandt suggested moving the path in order to save plantings.

4.4 District 103 Meeting

Mayor Brandt noted she and Village Manager Burke are meeting with District 103 and Lake County due to Daniel Wright potentially submitting for an expansion. Lake County will require turn lanes on Riverwoods. Mayor Brandt stated she would find out more and report back to the Board.

4.5 Bulb Planting Program

Mayor Brandt noted years ago she pushed for a bulb planting program behind Shorewood on Route 22 and suggested to Village Manager Burke for staff to reach out to the Garden Club to continue this in other areas in the community. Mayor Brandt indicated some areas for staff to look into.

5.0 NEW BUSINESS

6.0 EXECUTIVE SESSION

7.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 7:55 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk