



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, September 23, 2019**

Present:

Mayor Brandt	Trustee Harms Muth
Trustee Grujanac	Trustee Hancock
Trustee Leider	Trustee Pantelis
Trustee Raizin	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
Assistant Public Works Director/Village Engineer Dittrich	

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 8:26 p.m., and Village Clerk Mastandrea called the Roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Planning, Zoning and Land Use

2.11 Consideration and Direction Regarding a Request to Amend Title 12 (Sign Control) of the Lincolnshire Village Code to Allow Electronic Menu Board for Food Establishments with a Drive-Through (Keyser Industries/McDonald's Restaurant - 450 Milwaukee Avenue)

Planning & Development Manager Zozulya provided a summary of a proposed request to amend Title 12 (sign control) of the Lincolnshire Village Code to allow electronic menu board for food establishments and drive-through. The request will not just benefit McDonald's, but any food establishment with a drive-through; which currently there are three. Planning & Development Manager Zozulya stated if the Board approves this to move forward, the next step would be for the Architectural Review Board (ARB) to do research in a Public Hearing setting and then propose conditions appropriate for the sign code change before coming back to the Village Board for review and possibly approval. Some of the conditions would include no flashing or moving images, no videos, no sound, signs to be turned off when the drive-through service is closed, and up to only three changes a day. The ARB will need to work out details regarding illumination.

Ms. Michelle Freeman, Project Manager at Keyser Industries; Mr. Chris Prucnal, Franchise Operator at Keyser; and Mr. Brian Hiestand, Project

Manager at Keyser introduced themselves. Ms. Freeman provided background and a presentation regarding the request to amend Title 12 (sign control) of the Lincolnshire Village Code to allow electronic menu board for food establishments and drive-through. Mr. Prucnal provided information related to proposed lighting. Ms. Freeman continued with the presentation regarding screen content, menu changes, and provided photos of existing compared to proposed.

Trustee Raizin asked if special promotions will be displayed and if so, would they be included with the daily menu items. Mr. Hiestand showed photos in the presentation indicating how special promotions would be displayed.

Trustee Grujanac noted the other two drive-through restaurants have menu boards that face towards residents and noted concern regarding illumination.

Trustee Leider recommended staff differentiate the definition of electronic menu boards and electronic reader boards.

Village Attorney Simon stated the signs proposed switch from white background with black lettering to black background with white lettering at night and asked if this is conventionally available for all these types of boards. Mr. Prucnal stated he was not sure if every manufacturer provides this but everything on these boards is customizable.

It was the consensus of the Board to refer this to the Architectural Review Board.

2.2 Finance and Administration

2.1 **Receipt and Consideration of Report by Visit Lake County (Village of Lincolnshire)**

Village Manager Burke introduced Maureen Reidy, President of Visit Lake County; Brad LaJoie, General Manager for Marriott Lincolnshire, Julie Berry, Director of Sales and Marketing for Marriott Lincolnshire; and John McGuire, Staff Member for Visit Lake County. Village Manager Burke provided background and a summary of the report by Visit Lake County for 2020 budget request.

Ms. Reidy provided a presentation regarding Visit Lake County's mission, community partnering efforts, and marketing strategies relative to Lincolnshire and other community partners.

Trustee Hancock asked if Marriott Lincolnshire pays for placement of the video Ms. Reidy played as part of her presentation. Ms. Reidy stated Marriott Lincolnshire invests money to be a partner in the video.

Ms. Reidy continued with the presentation with the fall campaign,

Restaurant Week, other marketing strategies, and economic impact.

Ms. Reidy asked the Board to consider investing \$30,000 for 2020.

Mr. LaJoie and Ms. Berry from Marriott Lincolnshire provided a presentation to highlight the impact Visit Lake County has on the Marriott Lincolnshire.

Trustee Raizin asked how the flooding impacted Marriott Lincolnshire. Ms. Berry noted loss of revenue and evacuation due to the flood puts stress on the staff. Mr. LaJoie thanked Assistant Public Works Director/Village Engineer Dittrich for all the help during the floods and stated his staff was better prepared as a result of the 2017 flooding.

It was the consensus of the Board to discuss this request during Special Committee of the Whole Budget Workshop Meetings.

2.22 Receipt and Consideration of Police Pension Fund Report (Village of Lincolnshire)

Village Manager Burke introduced Mr. Steve Lee, President of the Police Pension Fund and provided a brief summary of the annual Police Pension Fund Report and funding policy.

Mr. Lee provided background on the Police Pension Fund and a presentation regarding the Police Pension Fund including annual actuarial process, 2018 highlights, summary of 2019 actuarial valuation, financial condition indicators, recommended versus actual contribution, 10-year projections, projected funding policy contribution, projected financial condition indicators, funded status of Lincolnshire versus downstate police pension plans, and an area comparison.

Trustee Hancock asked what the underlying cost of investments are. Mr. Lee stated the underlying cost of investments are 49 basis points. Index percentages were briefly discussed.

Mayor Brandt noted Gerard Leider serves at the Village Board liaison to the Police Pension Fund.

Trustee Hancock asked how frequently the Police Pension goes out to bid for investment managers. Mr. Lee stated every five years they negotiate investment and account managers.

The Police Pension Board requests \$959,428 in contributions for 2020.

It was the consensus of the Board to discuss this request during Special Committee of the Whole Budget Workshop Meetings.

2.23 Consideration and of an Ordinance Authorizing the Disposal of

Surplus Property (Village of Lincolnshire)

Village Manager Burke provided a summary of the bi-annual Ordinance authorizing disposal of surplus property.

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

2.3 Public Works

2.31 Consideration of the Community Christian Church of Lincolnshire's Request to Use Village Streets for a Community 5K Race/Walk and Waiver of the Village Street Usage Policy Cash Bond Requirement (Community Christian Church of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a brief summary of the Community Christian Church request to use village streets for a community 5K race/walk and waiver of the Village Street Usage Policy cash bond requirement.

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

2.4 Public Safety

2.41 Consideration of an Ordinance Amending Title 3 (Business and License Regulations), Chapter 3 (Liquor Control), Section 3-3-2-1 (Liquor License Classes) of the Lincolnshire Village Code (Village of Lincolnshire)

Chief of Police Leonas provided a summary of an Ordinance amending Title 3 (Business and License Regulations, Chapter 3 (Liquor Control), Section 3-3-2-1 (Liquor License Classes) of the Lincolnshire Village Code. Staff recently identified the Class C, E, and F Liquor License Classes sections were missing the required parameter "for consumption on premises." This requirement was inadvertently omitted in the comprehensive rewrite to the liquor licensing provisions of the code.

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

2.5 Public Safety

2.6 Parks and Recreation

2.7 Judiciary and Personnel

3.0 UNFINISHED BUSINESS

4.0 NEW BUSINESS

5.0 EXECUTIVE SESSION

It was the consensus of the Board to discuss personnel at the next Committee of the Whole Meeting.

6.0 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 10:01 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk