

**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, April 9, 2012**

Present:

Trustee Brandt	Trustee Feldman
Trustee Grujanac	Trustee McDonough
Trustee Saltiel	Trustee Servi
Mayor Blomberg	Village Clerk Mastandrea
Village Manager Irvin	Director of Community Development McNellis
Director of Financial Systems Roelker	Director of Public Works Hughes
Police Chief Kinsey	Village Attorney Simon
Village Treasurer Curtis	

Location: Village Hall, Public Meeting Room, One Olde Half Day Road, Lincolnshire, Illinois 60069

ROLL CALL

Mayor Blomberg called the meeting to order at 7:12 p.m. and Village Clerk Mastandrea called the Roll.

APPROVAL OF MINUTES

2.1 Acceptance of the minutes of the March 26, 2012 Committee of the Whole Meeting

2.11 The minutes of the March 26, 2012 Committee of the Whole Meeting were accepted as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Consideration and Discussion of a request for Referral for an amendment to an existing Special Use for a drive-thru McDonald's restaurant, to permit a two-lane drive thru and facade improvements, for the property located at 450 Milwaukee Avenue (McDonald's Corporation)

Director of Community Development McNellis said McDonald's is proposing to redevelop a portion of their site in order to reconfigure their parking and drive isle, so they can construct a two-lane drive-thru. In addition, McDonald's is proposing to re-clad all four sides of the entire building in order to update the building. Director of Community Development McNellis said the addition will

also include interior building improvements. Currently, the existing drive-thru has a Special Use that would have to be amended, so referral to the Zoning Board is necessary. McDonald's is proposing site plan changes, building facade changes, wall and ground sign changes and these changes would need to be reviewed by the ARB. The design detail changes on the building include the addition of sloped roof lines, greater differentiation and ornamentation on the building facade as well as reduction in building-mounted lighting. Staff believes there could be issues associated with potential parking conflicts but also think there are opportunities for significant landscaping with the new drive-thru area in the rear of the building.

Mr. Hal Francke of DLA Piper, Attorney for McDonald's, said what is being proposed is consistent with the National Strategy of re-branding and improving site circulation of all the McDonald's restaurants and stores.

Mr. Jeff Miller of Watermark Engineering, Civil Engineer and Site Planner for McDonald's, presented the proposed site plan and landscaping. Mr. Miller showed slides of current versus proposed of the side-by-side drive-thru and said all the handicapped stalls near the door would stay and the number of parking spaces would remain at seventy. Mr. Miller said the existing sign at the entry-way is in the right-of-way and they are proposing to move this sign and bring it up to Code. Mr. Miller went through the remaining proposed signage which included the menu boards, entry-point signs to each driveway, order points, the gateway, canopies and informational sign.

Mr. Fred Matthias, Architect for McDonald's, came before the Board to discuss the interior renovations, restrooms, ADA requirements and accessibility as well as the parking and entryways. Mr. Matthias brought and passed around some proposed, exterior material samples.

Trustee McDonough asked about the north side of the building in regards to a door that would be removed and said he was concerned with the long blank look of the wall. Trustee Saltiel said he was on the Board when the original store was being built and there was much time spent in getting a residential look to the building and what was being proposed was taking away the unique character of the building. Trustee Saltiel said he was in favor of the double drive-thru and interior restorations but not in changing the exterior look of the building. Trustee Brandt agreed with Trustee Saltiel and suggested McDonald's revise the proposed exterior to be more residential in appearance and unique.

Mr. Francke asked if it would be accurate to say, that this project can currently be referred to the Zoning Board and not the ARB. Trustee Saltiel said he would need assurances that one does not give up authority over the other. He would prefer to refer the project to both the Zoning Board and the ARB at the same time. Trustee Saltiel asked if the Board would automatically, by Code, have control of

the architectural changes assuming the Special Use is approved. Director of Community Development McNellis said if the Board was just looking at the building architecture, technically this project would never have to come for referral, and gone directly to the ARB. Knowing that this is a key building in the community, staff would have brought it for referral anyway. Director of Community Development McNellis said if McDonald's goes forward with changes to the building in the future, staff would still bring this to the Board for referral. Trustee McDonough wanted to know if McDonald's decided to put the architectural changes on hold, would this just be referred to only the Zoning Board. Trustee Saltiel said the signage would still need to be approved by the ARB. Mr. Francke said signage is not currently an issue since one of the signs is in the right-of-way, due to what IDOT did and does not currently have to be moved. Mr. Francke said the other monument sign is out of the right-of-way and currently conforms but it was suggested that it might be beneficial to move it for future conditions. Trustee Saltiel asked if there were signage changes due to the additional drive-thru. Mr. Francke said there was one sign in regards to the drive-thru in which Mr. Miller discussed. Trustee Saltiel asked if these sign changes need to go to the ARB. Director of Community Development McNellis said if only the drive-thru was done, the sign changes typically would not need to go before the ARB and would be part of the Special Use package.

Mayor Blomberg said he did not have any problems with the drive-thru changes but wanted to know if the pay window and door would still need to be removed. Mr. Matthias said the pay window removal was part of the drive-thru improvements.

Village Attorney Simon wanted to know how much of the ADA changes would affect the aesthetics of the building. Mr. Miller said no aesthetics are affected with regards to the ADA changes.

Mr. Matthias said he would like to solve the issues with the architecture but wanted to know if this would be referred to the Zoning Board at this time. Mayor Blomberg said it would be best to have all items wrapped up and approved at one time.

The consensus of the Board was to have the representatives of McDonald's make suggested revisions and bring the changes back to a Committee of the Whole meeting prior to referring the project to the Zoning Board and Architectural Review Board.

3.2 Finance and Administration

3.21 Public Hearing regarding the Village of Lincolnshire's Plan of Operation and Governance for its Municipal Electric Aggregation Program (Village of Lincolnshire)

Mayor Blomberg closed the Committee of the Whole meeting at 8:04 p.m. and opened up the Public Hearing in regards to 3.21.

Village Manager Irvin said the Plan of Operation and Governance derived by the State statute and follows the successful referendum to allow the Village of Lincolnshire to aggregate electric service for residential and small commercial. The process requires two Public Hearings and the other Public Hearing is scheduled for April 23, 2012. At th Public Hearing on April 23, 2012, the Village will have the approval of the plan and an enabling ordinance for our Municipal Code that allows municipal aggregation of electricity. Village Manager Irvin said the program provides the consortium and the Village of Lincolnshire the ability to proceed with our request for proposals. Eight proposals were received and are being reviewed by the consortium. Village Manager Irvin said it appears the bids will be even better than the ones received by the municipalities that bid in the fall. This will affect the power supply portion of electric bills, so the overall reduction could be about a 20% - 24% for one year. After the analysis is done, a three-year agreement will be presented that locks in margins for a vender with a price lock in year one and re-opens in years two and three. The consortium will only move forward if it is less than ComEd's rates. Village Manager Irvin said it is likely ComEd's rate will come down at the end of May 2013. If things proceed the way that is anticipated, it is likely a contract will be in place for approval as early as the first meeting in May.

Village Attorney Simon said that the Village Manager had authority to approve the contract. Village Manager Irvin said he had authority to accept the bid, but the formal agreement of approval for the vendor could come before the Board.

All information presented will become part of the Public Hearing.

Mayor Blomberg closed the Public Hearing at 8:08 p.m.

3.22 Consideration and Discussion of an Ordinance Adopting the Village of Lincolnshire's Plan of Operation and Governance for its Municipal Electric Aggregation Program (Village of Lincolnshire)

Mayor Blomberg reopened the Committee of the Whole meeting under 3.22 at 8:08 p.m.

Trustee Saltiel asked if someone has contracted with a third-party vendor, can they opt-out of their current contract and opt-in to this program or do they have to wait until their contract is over. Village Manager Irvin said that it is likely if they

signed up with one of the companies that have been marketing directly, there is probably a termination fee from \$25 - \$50 depending on their agreement. Trustee Grujanac asked how people will be notified of joining the plan. Village Manager Irvin said a list was requested and received from ComEd of all of their customers within the Village and letters will go out to these customers. People who have already signed up for other services are not included on the list because their power is purchased through other means. There will be additional information on the Village Website about the program for all to see. Trustee Saltiel suggested putting something in the next Newsletter.

Trustee Servi asked about regulations for cleanliness and noise in regards to the new contractor. Village Manager Irvin said he would ask about this at the next consortium meeting.

3.23 Consideration and Discussion of the Village's Insurance Brokerage Services and Insurance Package Proposal for 2012-13 (Village of Lincolnshire)

Director of Financial Systems Roelker recapped steps staff has taken to hiring an Insurance Broker for insurance coverage in the upcoming year. Director of Financial Systems Roelker said a summary of costs were represented by three Brokers and representatives of Mesirow and Assurance were present at the meeting.

Trustee McDonough stated that there was a typographical error in the amounts for Assurance. Director of Financial Systems Roelker stated that he would make corrections to this error. Trustee McDonough said this was a very worthwhile process with potential savings and the Village would obtain a better program.

Trustee Saltiel asked if all quotes included an umbrella policy of \$10,000,000. Director of Financial Systems Roelker and Trustee McDonough confirmed that all three policies included a \$10,000,000 umbrella policy after the two \$1,000,000 policies.

Trustee Saltiel said this will be a substantial savings for the Village, since the cost for the policy last year was \$155,000 and the current quotes are from \$116,000 to \$131,000.

Trustee McDonough asked if in December, when the Workers Compensation comes up for renewal; would the brokers be taking no compensation on this policy, would there be a commensurate reduction in the premium to the Village or will it not impact the premium. Mr. Anthony Way, from Assurance, said they would propose a \$25,000 flat fee and that if they were unable to negotiate commission out of the Workers' Compensation premium, the fee for the Village would be reduced by the amount of commission that would be due to Assurance.

Trustee McDonough asked if the Village would pay the fee up front. Mr. Way said Assurance would work with the Village on a monthly payment plan.

Trustee Saltiel asked if there was any reason not to go with the lowest bid. Director of Financial Systems Roelker has spoken with other municipalities in regards to Mesirow and their experience has been good. All the Brokers listed in the memo are A+. Trustee McDonough said there is no reason, in his opinion, not to take the lowest bid.

There was a consensus of the Board to take the lowest bid and place this item on the Consent Agenda for approval for the next regular Village Board Meeting.

3.3 Public Works

3.31 Consideration and Discussion of the lowest responsible bid for purchase of an Infield Maintenance Machine from Reinders Inc. of Franklin Park, IL in the amount of \$21,573.04 (Village of Lincolnshire)

Director of Public Works Hughes said this machine will replace a six-year old piece of equipment that is used to groom the in-fields at North Park. The existing piece of equipment has been used rigorously for the last six years and is in need of replacement. The upgraded piece of equipment will allow the Village to perform additional work in grooming the fields that will take the place of staff time. Staff is recommending approval of this purchase.

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

3.32 Consideration and Discussion of the lowest responsible bid of \$427,767.94 from Peter Baker & Son of Lake Bluff, Illinois for the 2012 Street Resurfacing Program (Village of Lincolnshire)

Director of Public Works Hughes said due to increased asphalt prices, the bid price for this project is over the proposed budget amount. Staff is recommending removing the full resurfacing of Abby Road to bring the project in conformance with the budget. This project is part of a consortium with four other communities and work would start later this Spring.

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

3.33 Consideration and Discussion of an Intergovernmental Agreement with the Illinois Department of Transportation for the Installation of Light-Emitting Diodes in Various Traffic Signals within the Village (Village of Lincolnshire)

Director of Public Works Hughes said these intergovernmental agreements have been authorized to have traffic signals upgraded at various locations throughout the Village. As part of the agreements, the Village is obligated to pay for certain upgrades. IDOT approached staff in regards to sharing in approximately 2% of the cost to upgrade the traffic signals' light bulbs throughout the State system from essence to light-emitting diodes. This change will allow traffic signals to operate under battery supply for short term power outages and will also allow the traffic signals to run off a generator during long-term power outages. Director of Public Works Hughes said although this project is not included in the 2012 budget, staff is recommending moving forward for reasons of improving the traffic system during power outages.

Village Attorney Simon asked if the more recent traffic signals have been constructed or will be constructed to include LED's. Director of Public Works Hughes confirmed that all traffic signals being constructed will include LED's. Village Manager Irvin said although this is not budgeted, it is a small amount of money compared to the overall cost.

Trustee McDonough asked if the Village's estimated obligation is 80% of \$6,000 or 80% of \$281,000 total. Director of Public Works Hughes said the 80% referenced in the staff memo is actually what we pay up front based on the bid cost. The Village of Lincolnshire pays the balance of our obligation, which only amounts to 2% of the overall cost.

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

3.4 Public Safety

3.41 Consideration and Discussion of an Ordinance Authorizing the Disposal of Surplus Vehicles and Equipment (Village of Lincolnshire)

Chief of Police Kinsey said the Police Department recently came into the possession of a 1999 Chevrolet Blazer due to an article thirty-six seizure and a subsequent forfeiture. Because of the age of the vehicle and the maintenance needed, staff is recommending the vehicle be sold at auction.

Trustee Saltiel asked if an ordinance needs to be done each time there is one of these seizures or can a blanket ordinance be done. Village Manager Irvin said an ordinance needs to be done any time Village property is disposed of.

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

4.0 UNFINISHED BUSINESS

- 4.1 Trustee Saltiel said he wanted to congratulate all involved in the FOP negotiations; money was saved and all involved did a great job.
- 4.2 Village Attorney Simon said the Village is swapping 60' X 60' squares of property with American Tower. Parts are being ordered to construct a monopole which should be up by the end of May. Trustee Servi asked how long before the Village gets possession. Village Attorney Simon said the Village is supposed to get possession of the existing site in June.
- 4.3 Mayor Blomberg brought up a recent memo in regards to the Farmers' Market. Director of Community Development McNellis said there is going to be a request coming before the Board for a Farmers' Market in the Corporate Center at 300 Knightsbridge Parkway. The applicant notified staff this week that they would like to do this on a weekly basis. Director of Community Development McNellis said the Code currently only allows recurring Farmers' Markets in areas zoned B1, B2 and R5. So if it is considered, this is an OIA district and the Code would need to be changed. If the Board is interested in approving this, staff would recommend putting this with the Special Use request and go through the Public Hearings at the same time in order to meet a June schedule. Mayor Blomberg asked if this failed, could the Code be easily changed back. Director of Community Development McNellis said the way the Code was set up is seasonal, so if this is abandoned then they would have to come back next year for approval.

There was a consensus of the Board for staff to get the process moving forward with the recurring Farmers' Markets.

- 4.4 Mayor Blomberg brought up a recent memo about school and church uses. Director of Community Development McNellis said since there is no Special Use for the church school in question, the memo outlines what the procedure is going to be. It appears the number of children enrolled at the church school in question are in excess of what would be permitted. Staff would like to notify the church school of the process.

There was a consensus of the Board to have staff move forward with notifying the church school in regards to the attendance and Special Use.

- 4.5 Trustee Servi said he read in a recent press release there was a business that had several hundred gallons of gas being stored in a non-secure area and stated that this is a public safety issue. Director of Community Development McNellis said there is nothing in the Code that require big storage tanks of fuel to be locked up.

There was a consensus of the Board to have staff look into adding locking up storage tanks of fuel in the Code.

- 4.6 Trustee Saltiel said one of his neighbors recently had a garbage bag stolen and shortly after, it resulted in credit card fraud. Trustee Saltiel said it is important to inform residents not to put the garbage out at night and make them aware of the credit card theft.

Village Manager Irvin said staff was looking into this matter.

6.0 **EXECUTIVE SESSION**

7.0 **ADJOURNMENT**

Trustee McDonough moved and Trustee Brandt seconded the motion to adjourn. The voice vote was unanimous and the Mayor declared the meeting adjourned at 8:50 p.m.

Respectfully submitted,

Barbara Mastandrea
Village Clerk