



## Agenda Memo

Crest Hill, IL

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**Meeting Date:** September 26, 2022  
**Submitter:** Ronald J Wiedeman  
**Department:** Engineering  
**Agenda Item:** Digital Advertising Sign Locations & Lease Agreement

**Summary:** Presented at the July 11, 2022, workshop was a presentation from Community Digital Displays (CDD) about the possibility of the City working with CDD to install digital messages boards within the city limits. Staff was directed to do the following:

- Finalize initial locations,
- Prepare concept exhibits of digital signs,
- Prepare and present a draft agreement,
- Review Section 15.12-Sign Code for potential revisions

The four initial locations and digital sign sizes being presented are as follows:

- 1) SE corner of Weber Road and City Center – double sided 8’x16’ or 9’ x 18’
- 2) NE corner of Theodore and Gaylord – single face 6’x12’
- 3) NW corner of Caton Farm and Kubinski – double sided 6’ x 12’
- 4) Renwick Road – Lewis – double sided 6’ x 12 or 7’ x 14’

If approved, locations number 2 and 3 can be installed by late spring of 2023.

The 1<sup>st</sup> and 4<sup>th</sup> locations will require the acquisition of land or permanent easements from Menards and Lewis University to install these two signs. The City will work to acquire these two properties or easements. Once secured the signs will be installed within 6 months.

For location number 2, the Will County Forest Preserve has been contacted and they do not have any objections or additional comments on the sign or placement of the new digital sign, See attached email correspondence. The only request from the Forest Preserve is that if their property is needed to install the digital sign a special use permit will be required.

## **Lease Agreement**

Attached is a draft agreement between the City and BRT Outdoor, LLC for the installation of four (4) digital signs at the locations stated above. This Lease Agreement was reviewed by the city administrator, city attorney and the city engineer.

## **Sign Code**

Currently staff is still reviewing the City's Sign Code for any required or recommended changes. Staff at a future workshop will present to council our finding.

**Recommended Council Action:** Direct staff to prepare an ordinance to approve a lease agreement BRT Outdoor, LLC.

**Financial Impact:** N/A

**Funding Source:**

**Budgeted Amount:**

**Cost:**

## **Attachments:**

- Digital Sign Exhibits
- Will County Email
- Draft Crest Hill Lease Agreement