

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
JULY 11, 2016**

APPROVED MINUTES

1. CALL TO ORDER AND ROLL CALL

Village President O'Hara called the meeting to order at 7:00 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Aaron Towle called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Barbara Ankenman
Steve Christensen
Mark Dewart
Eric Grenier
John Josephitis
William Meyer

Also Present: Aaron Towle, Village Clerk
Drew Irvin, Village Administrator
Peter Friedman, Village Attorney
Susan Griffin, Finance Director
Michael Croak, Building Codes Supervisor
Jeff Hansen, Village Engineer
David Belmonte, Police Chief
David Graf, Fire Chief
Jake Terlap, Public Works Superintendent
Brandon Stanick, Assistant to the Village Administrator (A to VA)

2. PLEDGE OF ALLEGIANCE

President O'Hara led the Pledge of Allegiance.

3. CONSIDERATION OF THE MINUTES

Trustee Josephitis moved to approve the June 27, 2016 Board of Trustees Regular Meeting Minutes with the requested change from Village Administrator Drew Irvin to paragraph seven of page three. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

4. NON-AGENDA ITEMS AND VISITORS

President O'Hara stated the Village President and Board of Trustees allocate fifteen minutes for those individuals who would like the opportunity to address the Village Board on any matter not listed on the agenda. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

There were no requests to address the Board.

5. VILLAGE BOARD SETS THE ORDER OF THE MEETING

At the request of those present, Trustee Meyer moved to take Agenda Items #13, #15 and #16 then return to the regular order of the meeting. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

6. ITEM #13 – A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH LYNN MONTEI ASSOCIATES FOR THE DEVELOPMENT OF A VILLAGE STRATEGIC PLAN

President O’Hara reported in December 2010, following a community-wide engagement of various Lake Bluff stakeholders, the Village Board adopted Lake Bluff’s first ever Strategic Plan – an organizational blue print that has helped define the direction of the Village and assist in how resources have been allocated over the past five years. The Village President and Village Administrator believe this community-driven approach has served the Village well and both recommend taking a similar path to develop a new strategic plan for the next five years. To that end, Village has solicited a proposal from Lynn Monte Associates (LMA) to facilitate an update and refresh to the community vision and design a strategy to achieve it. As you may recall, LMA facilitated the most recent strategic planning effort in late 2010 and was very well received by the community and stakeholder participants. The proposed scope of work includes but is not limited to the following components:

- Engage a guidance team comprised of up to 10 diverse stakeholders for advice, guidance and to enhance stakeholder representation;
- Conduct thought-leader interviews;
- Host stakeholder workshop for system connection, visioning, data generation, etc.;
- Perform analysis and plan development with a resident synthesis team;
- Review the preliminary draft plan in Village Board Committee of the Whole meeting;
- Host public review of the draft plan at an open-invitation community dialogue session; and
- Design a dashboard of key outcomes and measures that will serve as a companion to the strategic plan.

President O’Hara reported Village Staff recommends all elements of the proposal be authorized (except for the staff workshop component) which will result in an anticipated total cost of \$22,350. Village Staff believes this more robust scope of work (compared to the previous strategic planning facilitation engagement) is appropriate given it will provide (i) the opportunity for greater stakeholder participation and diversity and (ii) community created metrics to monitor plan implementation.

As there were no questions from the Board, Trustee Ankenman moved to adopt the resolution. Trustee Christensen seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Ankenman, Christensen, Dewart, Grenier, Josephitis and Meyer
Nays: (0)
Absent: (0)