

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
APRIL 27, 2015**

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 Ankenman called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Steve Christensen
Mark Dewart
John Josephitis
William Meyer
Brian Rener

Absent: Eric Grenier, Village Trustee

Also Present: Barbara Ankenman, Village Clerk
Drew Irvin, Village Administrator
Peter Friedman, Village Attorney
Susan Griffin, Finance Director
David Belmonte, Police Chief
Michael Croak, Building Codes Supervisor
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. AWARDS AND PROCLAMATIONS

President O'Hara read the Proclamation declaring May 2015 as *National Historic Preservation Month*.

4. CONSIDERATION OF THE MINUTES

Trustee Dewart moved to approve the April 13, 2015 Board of Trustees Meeting Minutes as presented. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

5. NON-AGENDA ITEMS AND VISITORS

There were no requests to address the Board.

6. VILLAGE BOARD SETS THE ORDER OF THE MEETING

At the request of those present, Trustee Josephitis moved to take Agenda Items #12, #13 and #16 then return to the regular order of the meeting. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

7. ITEM #12 – A RESOLUTION HONORING THE PUBLIC SERVICE OF NINETTE LUSTIG

President O’Hara read the resolution honoring the public service of Ninette Lustig and presented her with a framed copy of the resolution.

President O’Hara stated Ms. Lustig has been dedicated to the residents and instrumental in helping many organizations as well as the Lake Forest High School community. President O’Hara thanked Mr. and Mrs. Lustig and wished them both the best in retirement.

8. ITEM #13 – A RESOLUTION PROCLAIMING MAY AS NATIONAL BIKE MONTH AND THE WEEK OF MAY 11-15, 2015, AS BIKE TO WORK WEEK

President O’Hara reported that, established in 1956 by the League of American Bicyclists, National Bike Month is a chance to showcase the many benefits of bicycling and encourage more people to ride bicycles. The League of American Bicyclists, bicycle clubs, schools, parks and recreation departments, police departments, hospitals, companies and civic groups throughout the nation will be promoting bicycling as a leisure activity as well as an environmentally-friendly alternative to the automobile during the month of May. National Bike to Work Week 2015 will be held on May 11th to May 15th. She further reported to promote bicycle safety and education, the Village of Lake Bluff encourages children and adult bicyclists, as well as motorists, to complete an interactive online learning quiz created by the League of Illinois Bicyclists available at *BikeSafetyQuiz.com*.

Northwestern Medicine Lake Bluff Criterium Race Directors Marco Colbert stated the 4th annual criterium bike race and block party will be held on July 25th and many components of the event will be consistent with the previous year. He explained how the Lake Bluff Library, Activator Cycles and Suzy Swirls would offer a discount to persons having obtained a certificate for completing the online learning quiz.

Trustee Dewart moved to adopt the resolution. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

9. ITEM #16 – SECOND READING OF AN ORDINANCE AMENDING ORDINANCE NO. 2003-12 AS AMENDED, AND GRANTING A SPECIAL USE PERMIT FOR A RESTAURANT (Prairie Espresso located in Scranton Alley)

President O’Hara reported on February 23, 2015 the Village received a zoning application from Center Avenue Partners, Inc. and Lawrence Property, LLC (Co-Petitioners) to amend Ordinance #2003-12 (an ordinance approving the CBD Block Four redevelopment, including special use permits for a restaurant and a bank drive-through), to allow a restaurant (without a drive-through), as well as special events (birthday parties, group dinners, etc.), to operate in Scranton Alley (91 E. Scranton Avenue). She further noted at its meeting on March 18th the Plan Commission and Zoning Board of Appeals (PCZBA) conducted a public hearing to consider the request and recommended the Village Board approve a special use permit to operate a restaurant (without a drive-through) in Scranton Alley pursuant to the following requirements:

- Food must be prepared off-site at an alternate facility due to space limitations at the location;
- Ingress and egress though Scranton Alley must be preserved at all times (consistent with existing special use permit);
- Restaurant operations and special events may operate until 10:00 p.m. on any day;
- Occupancy of Scranton Alley may not exceed 42 people at any one time;
- Prairie Espresso must have all special events planned for Scranton Alley approved by the Village Administrator;
- Beer and wine service may take place in Scranton Alley during restaurant operations and during special events (as authorized pursuant to a liquor license);
- Restaurant employees shall park in the Train Station Parking Lot; and
- Scranton Alley must be clear of any trash or waste at all times.

The Village Board approved first reading of the ordinance at its meeting on April 13, 2015.

As there were no comments from the Board, Trustee Christensen moved to approve the ordinance. Trustee Josephitis seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Dewart, Josephitis, Meyer, Rener and Christensen
Nays: (0)
Absent: (1) Grenier

10. ITEM #7A – WARRANT REPORT FOR APRIL 16-30, 2015

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$155,866.86 for April 16-30, 2015.

As such, the total expenditures for this period is in the amount of \$155,866.86.

As there were no questions from the Board, Trustee Josephitis moved to approve the Warrant Report. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Josephitis, Meyer, Rener, Christensen and Dewart
Nays: (0)
Absent: (1) Grenier

11. ITEM #8 – VILLAGE ADMINISTRATOR’S REPORT

Village Administrator Irvin provided an update on the ongoing Visual Preference Program the Village is using to engage the community on planning for future redevelopment of CBD Block Two and Block Three. The Downtown Visioning flier posted on the Village’s website encourages residents to get involved by submitting photos of their favorite downtown destinations to *imaginelakebluff.wordpress.com* by May 31, 2015 and attend the community workshop scheduled for June 24, 2015 (7:00 p.m.)

12. ITEM #9 – VILLAGE ATTORNEY’S REPORT

Village Attorney Peter Friedman had no report.

13. ITEM #10 – VILLAGE PRESIDENT’S REPORT CONCERNING APPOINTMENTS TO VILLAGE ADVISORY BOARDS AND COMMISSIONS

President O’Hara reported the Visual Preference Survey is a great opportunity for residents to provide input. She stated the CBD is largely under private ownership; therefore, the Village cannot dictate redevelopment but can guide the design and encourage a character consistent with the community’s preference.

President O’Hara provided information regarding the emergency lock down drill she recently attended at Lake Bluff Middle School. The goal of the drill was to ensure no children or Staff are visible in the event of an intruder on the premises.

President O’Hara stated that the Village is required by the municipal code to appoint members to the Village’s various advisory Boards and Commissions, subject to the consent of the Board of Trustees. The following Village residents are recommended for reappointment as indicated below:

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| Architectural Board of Review (2 year term): | Neil Dahlmann Edward Deegan Matthew Kerouac John Sorenson |
| Board of Fire & Police Commissioners (3 year term): | Ed Wynn |
| Committee Representing Our Young Adults (2 year term); Historic Preservation Commission (4 year term): | Rebecca Quackenbush Paul Bergmann Randolph Liebelt Cheri Richardson |
| Joint Plan Commission and Zoning Board of Appeals (3 year term): | Mary Collins |
| Senior Resources Commission (2 year term): | Steven Potsic |

Vacant (ends 2015)

The Village President also recommends reappointment of the following chairpersons and vice chairperson to one year terms:

- Architectural Board of Review – Robert Hunter
- Historic Preservation Commission – Janet Nelson
- Historic Preservation Commission Vice Chair – Robert Hunter
- Plan Commission and Zoning Board of Appeals Chair – Steven Kraus

Trustee Christensen moved to approve the recommended appointments of the various Village advisory boards. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

14. ITEM #11 – ACCEPTANCE OF THE CORRESPONDENCE

President O’Hara introduced the correspondence from the Informational Report on April 10 and 17, 2015.

Trustee Josephitis moved to accept the correspondence as submitted. Trustee Renner seconded the motion. The motion passed on a unanimous voice vote.

15. ITEM #14 – A RESOLUTION APPROVING THE APPOINTMENT OF THE BUILDING COMMISSIONER AND DEPUTY BUILDING COMMISSIONERS

President O’Hara reported in accordance with Village Code, the Village Board considers the recommendation of the Village Administrator regarding the annual appointment of certain Village Officials (Section 6 of Title I). Pursuant to the Village Code, the positions requiring Village Board consideration on an annual basis are the Building Commissioner and Deputy Building Commissioners. She further reported it is recommended that R. Drew Irvin be reappointed as the Village’s Building Commissioner and Michael Croak, Ed Laudenslager (Interim Village Engineer), and George Russell be appointed as the Village’s Deputy Building Commissioners, for the Fiscal Year beginning May 1, 2015 and ending April 30, 2016.

As there were no comments from the Board, Trustee Dewart moved to adopt the resolution. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

16. ITEM #15 – A RESOLUTION APPROVING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH CHRISTOPHER B. BURKE ENGINEERING, Ltd. (West Scranton Avenue Viaduct Stormwater Drainage Analysis)

President O’Hara reported following the April 6th Village Finance Committee meeting, where the draft report of the West Scranton Avenue Viaduct Drainage Analysis was discussed, Village Administrator Irvin solicited and refined a proposal from the professional engineering firm, Christopher B. Burke Engineering, LTD (CBBEL) to perform additional work associated with the West Scranton Avenue viaduct flooding.

President O'Hara reported the follow-up work for this drainage study will include a review of the portions of the Wimbledon Court Subdivision located adjacent to the Union Pacific commuter line to determine if these areas can provide flood reduction benefits to the West Scranton Avenue Viaduct area. The additional work will also include the following: (1) a geotechnical investigation of the Village owned parcel located at the northeast corner of the intersection of Mawman Avenue and West Center Avenue to determine the suitability of a stormwater detention facility at this location; (2) a site topographic and tree survey of this same parcel; and (3) the preparation of documentation and exhibits to be utilized in meetings with IDOT to pursue IDOT funding for a portion of the cost of a stormwater detention facility.

In addition, President O'Hara reported the proposal from CBBEL is to perform the additional work associated with the West Scranton Avenue Viaduct Drainage Analysis at a cost not to exceed \$27,150.00. Village Administrator Irvin recommends approval of the CBBEL proposal. On a related topic, at the April 6th Village Finance Committee meeting a draft report of the Campbell Court Drainage Analysis was also reviewed. She further noted Village Administrator Irvin has solicited a proposal from CBBEL to perform additional work associated with that analysis and has already authorized CBBEL to proceed with the additional work at a cost not to exceed \$16,500. The additional work includes a more extensive survey of the portion of the Great Lakes Naval Training Center within the Campbell Court drainage basin, further revisions to the stormwater model, and development of flood-proofing recommendations.

Trustee Josephitis inquired of the features for the stormwater detention facility at Mawman Avenue and West Center Avenue. Village Administrator Irvin stated it would be a mostly, dry detention pond approximately 17 ft. in depth surrounded by a fence in a turf area. A discussion ensued regarding the vision for this area as well as a more elaborate landscape plan which would most likely occur if this facility were to be built.

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

Ayes: (5) Meyer, Rener, Christensen, Dewart and Josephitis
Nays: (0)
Absent: (1) Grenier

17. ITEM #17 – TRUSTEE’S REPORT

Village Trustee’s had nothing to report.

18. ITEM #18 – EXECUTIVE SESSION

At 7:34 p.m. Trustee Meyer moved to enter into Executive Session for the purpose of discussing Threatened Litigation (5 ILCS 120/2(c)(11)), Personnel (5 ILCS 120/2(c)(2)) and Executive Session Meeting Minutes (5 ILCS 120/2(c)(21)). Trustee Josephitis seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Rener, Christensen, Dewart, Josephitis and Meyer
Nays: (0)
Absent: (1) Grenier

There being no further business to discuss, Trustee Meyer moved to adjourn out of executive session. Trustee Josephitis seconded the motion and the motion passed on a unanimous voice vote at 8:23 p.m.

19. ITEM #19 – CONSIDERATION OF THE MINUTES OF THE APRIL 13, 2015 EXECUTIVE SESSION MEETING

Trustee Dewart moved to approve the April 13, 2015 Executive Session Meeting Minutes as presented. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

20. ITEM #20 – ADJOURNMENT

As there was nothing further to come before the Board, Trustee Rener moved to adjourn the regular meeting. Trustee Josephitis seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:24 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Barbara Ankenman
Village Clerk