

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
AUGUST 10, 2015**

APPROVED MINUTES

1. CALL TO ORDER AND ROLL CALL

Village President O'Hara called the meeting to order at 7:05 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
Jeff Hansen, Village Engineer
Michael Croak, Building Codes Supervisor
Brandon Stanick, Assistant to the Village Administrator (A to VA)
Franco Bottalico, Administrative Intern

2. PLEDGE OF ALLEGIANCE

President O'Hara led the Pledge of Allegiance.

3. CONSIDERATION OF THE MINUTES

Trustee Dewart moved to approve the July 27, 2015 Board of Trustees Meeting Minutes as presented. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

4. NON-AGENDA ITEMS AND VISITORS

There were no requests to address the Board.

5. VILLAGE BOARD SETS THE ORDER OF THE MEETING

At the request of those present, Trustee Josephitis moved to take Agenda Item #7a then return to the regular order of the meeting. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

6. ITEM #7A – VILLAGE ADMINISTRATOR’S REPORT: REQUEST FROM LAKE BLUFF PARK DISTRICT TO WAIVE BUILDING PERMIT FEES ASSOCIATED WITH THE BLAIR PARK POOL RECONSTRUCTION PROJECT, SUNRISE PARK STAIRS AND RESTROOMS REMODELING PROJECT, AND THE REPLACEMENT OF THE ROOF AND HVAC UNITS AT THE BLAIR PARK RECREATION CENTER

President O’Hara reported on July 13, 2015 the Village received a letter from Lake Bluff Park District Board President Rob Douglass, requesting a waiver of all fees associated with the following projects: 1) reconstruction of the wading pool, main pool, and locker rooms at Blair Park, 355 West Washington Avenue, 2) the reconstruction of restrooms and stairs at Sunrise Park, and 3) the replacement of the roof and HVAC units at the Recreation Center. As the total cost of construction for these three projects is \$2.5 million, it is estimated that, without a waiver, the permit fees for these projects would total \$75,000. She further noted similar requests have been considered on a case-by-case basis for other non-profit and governmental organizations.

Brock Gordon, Lake Bluff Park District Board Vice President introduced Ed Heiser, Superintendent of Facilities Services. Mr. Gordon stated the referendum construction bids were in accordance with the amount budgeted for the project and he thanked the Village Board for consideration of the fee waiver request.

In response to a comment from Trustee Grenier, President O’Hara stated this has been the Village practice in the past and noted tax dollars will be used to fund the project as this is a government organization.

Trustee Grenier inquired of the cost to the Village. Village Administrator Irvin stated the Village will not incur any additional costs as the plan examinations and inspections will not be outsourced but performed in-house by Village Staff.

As there were no further comments, Trustee Meyer moved to waive Lake Bluff Park District building permit fees in the amount of \$75,000. 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)

7. ITEM #6a – WARRANT REPORT FOR AUGUST 1-15, 2015 AND JULY 2015 PAYROLL EXPENDITURES

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$429,936.50 for August 1-15, 2015.

President O’Hara reported expenditure of Village funds for payroll in the amount of \$308,810.20 for July 2015.

As such, the total Expenditures for this period is in the amount of \$738,746.70

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

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

8. ITEM #6b – JULY 2015 FINANCE REPORT

At President O’Hara’s request, Finance Director Susan Griffin provided a brief summary of the July 2015 Finance Report, highlighting major revenue sources and expenditures for the period.

- Sales taxes for FY15 are \$272,000 or 12% over FY14 on the strength of auto sales. Home rule sales tax of \$544,000 is 3.6% greater than last year;
- May has traditionally been the largest monthly receipt of state shared income tax revenue due to the filing of taxes in April. At \$205,000, May – July 2015 revenue is 19% greater than the same period in 2014;
- Building permit revenue is down 5% from the prior year as expected due to the decline in commercial redevelopment projects but still represents 32% of the annual budget projection;
- Capital project expenditures exceed the first quarter of FY15 by \$397,000;
- Contracts and commodities have increased this month due to the dispatching contract payment of \$141,000;
- Water billed consumption is down 1.775 million gallons. This has resulted in a decline in water sales of \$6,842 (after accounting for the change in water rates from \$6.80 to \$6.95 effective May 1st); and
- Staff continue to closely monitor the actions in Springfield and assess the implications for the Village should bills such as the “2-year property tax freeze” which recently passed the Senate become law.

Finance Director Griffin stated the proposed two-year property tax freeze bill, which is applicable to home rule communities, will take away the consumer price index (CPI) factor. She stated with lower new equalized assessed value (EAV) the CPI factor has a greater impact on the total that may be levied. She explained how new EAV from redevelopment of the former Shepard Chevrolet property (Target Store) will benefit the Village.

President O’Hara inquired of the long term impact on local municipalities. Finance Director Griffin stated the compounding effect associated with the property tax freeze would result in a long term impact on the future levies. A discussion followed.

As there were no further questions from the Board, Trustee Josephitis moved to accept the Finance Report. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

9. ITEM #8 - VILLAGE ATTORNEY'S REPORT

Village Attorney Peter Friedman had no report.

10. ITEM #9 – VILLAGE PRESIDENT'S REPORT

President O'Hara reported that Lake County Board Chair Aaron Lawlor had given a presentation at tonight's Committee-of-the-Whole meeting on the Route 53/120 Extension Project.

11. ITEM #10 – ACCEPTANCE OF THE CORRESPONDENCE

President O'Hara introduced the correspondence from the Informational Report on July 24 and 31, 2015

Trustee Ankenman moved to accept the correspondence as submitted. Trustee Grenier seconded the motion. The motion passed on the voice vote.

12. ITEM #11 – A RESOLUTION APPROVING AN AMENDED LEASE AGREEMENT WITH ARTISTS ON THE BLUFF CONCERNING THE LAKE BLUFF TRAIN STATION

President O'Hara reported since October 2009 the Artists on the Bluff, a local nonprofit organization dedicated to educating, supporting and promoting the arts, has leased the northern space of the Lake Bluff Train Station (600 N. Sheridan Road) to use as an art gallery. In July 2015 the Artists on the Bluff expressed interest in also leasing the southern space of the Train Station to store equipment and materials. She further reported attached for the Village Board's consideration is a resolution amending the existing lease agreement between the Village and the Artists on the Bluff to include the additional southern space of the Train Station at a monthly rate of \$25.00 paid on a quarterly basis. The amendment to the lease agreement also establishes a 30-day termination notice in the event the Village receives interest from a retail/service establishment to use the southern space, as well as memorializes their commitment to decorate the windows in an aesthetic manner that will conceal the stored materials.

Trustee Dewart moved to adopt the resolution. Trustee Christensen seconded the motion. The motion passed on the following roll call vote:

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

13. ITEM #12 – SECOND READING OF AN ORINANCE AMENDING TITLE III OF THE LAKE BLUFF MUNICIPAL CODE CONCERNING THE NUMBER OF LIQUOR LICENSES FOR (Chipotle Mexican Grill, Inc. located at 945 Rockland Road)

President O'Hara reported the Village is in receipt of a liquor license application from Chipotle Mexican Grill, Inc. seeking approval of a Class R license. A Class R license authorizes the retail sale of alcohol by restaurants provided the alcohol is consumed within the restaurant (and not outdoors) and is complimentary to the sale and service of a meal eaten at a table within the restaurant. Section 3-2-10 of the Municipal Code establishes the maximum number of alcoholic beverage licenses (by classification) available for issuance. She further noted currently the liquor regulations allow for one Class R license (held by Bangkok Tokyo). Therefore, it is recommended Section 3-2-10 of the Municipal Code be amended to increase the number of licenses for Class R from one to two. The Village Board approved first reading of the ordinance at its July 27th meeting.

As there were no questions, Trustee Josephitis moved to approve the ordinance. Trustee Ankenman seconded the motion. The motion passed on the following roll call vote:

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

14. ITEM #13 – TRUSTEE’S REPORT

There was no Trustee’s report.

15. ITEM #14 – EXECUTIVE SESSION

At 7:21 p.m. Trustee Meyer moved to enter into Executive Session for the purpose of discussing Land Acquisition (5 ILCS 120/2(c)(6)), Litigation (5 ILCS 120/2(c)(11)), and Executive Session Meeting Minutes (5 ILCS 120/2(c)(21)). Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

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

There being no further business to discuss, Trustee Grenier moved to adjourn out of executive session. Trustee Josephitis seconded the motion and the motion passed on a unanimous voice vote at 8:06 p.m.

16. ITEM #15 – CONSIDERATION OF THE MINUTES OF THE JULY 27, 2015 EXECUTIVE SESSION MEETING

Trustee Christensen moved to approve the July 27, 2015 Executive Session Meeting Minutes as presented. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

17. ITEM #16 – ADJOURNMENT

Trustee Meyer moved to adjourn the regular meeting. Trustee Josephitis seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:08 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Aaron Towle
Village Clerk