

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 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
David Belmonte, Police Chief
Michael Croak, Building Codes Supervisor
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 Christensen moved to approve the December 14, 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

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.

Ms. Gretchen Seymour stated several residents along North Avenue have come together in a collaborative effort to express concern regarding the potential implementation of a development plan for the Central Business District (CBD) Blocks Two and Three. The primary concerns are the proposed density, traffic impact, parking, sunlight, stormwater run-off and noise. She expressed her opinion Lake Bluff's character and quaintness are features that must also be maintained. Ms. Seymour asked to be notified of future

meetings regarding any proposed plans for downtown redevelopment and thanked the Village Board for their time.

Mr. Kyle Peterson, a Lake Bluff resident, expressed his concern regarding increased density as he believes there are proposals for high density buildings on Oak and North Avenues. He expressed his opinion that a 45 unit structure adjacent to his home would be out of character with the neighborhood. Mr. Peterson provided information regarding the current density for the area and noted the proposed buildings are approximately 10 times the density of the existing neighborhood. He stated density is an important factor and asked the Village Board to consider decreasing density for any proposed development.

Mr. Chris Volkert, a Lake Bluff resident, expressed his concern regarding stormwater run-off and retention issues because the neighborhood currently experiences flooding. He also expressed concern on how the proposed development massing, parking and additional impervious surface may further impact stormwater capacity issues for the area. He inquired of any stormwater calculations that have been done for the area.

President O'Hara stated the proposed plans are currently in the conceptual phase and there has been no action taken on the proposals. She thanked the residents for attending the meeting and stated Staff will provide notification of any upcoming meetings. President O'Hara stated we love the character of Lake Bluff and the intent with any new redevelopment is to maintain the vibrancy of the downtown. In addition, she stated the Village is currently looking at challenges in housing diversity to create a mixed balance of homes that will serve at all stages.

Village Administrator Drew Irvin provided background information regarding the Village's 1997 Comprehensive Plan and noted the Plan called for a specific study of the CBD and surrounding neighborhoods. The Village Consultant, Teska Associates completed the study in 1998, and although the PNC Bank site is located in the CBD, it was not included in the study. The Village's goal for the design guidelines is to further refine the 1998 CBD Study to reflect the Village's current vision.

Mr. Volkert asked if the previous owners still own the property. President O'Hara stated the property was sold to a firm out of Lake Forest.

Village Administrator Irvin stated the three conceptual drawings were submitted as part of the downtown visioning planning document to provide a visual aide for discussion purposes. He stated the Joint Plan Commission and Zoning Board of Appeals and Architectural Board of Review is scheduled to hold a workshop on January 20th (7:00 p.m.) to continue its discussion regarding the draft design guidelines.

President O'Hara stated this is an ongoing process and community feedback is strongly encouraged because the Village wants developments that will enhance the community.

Mr. Peterson thanked the Village Board for removing the three conceptual draft design plans. From a planning perspective the current zoning makes sense but large scale projects are not consistent with the current zoning and causes the neighborhood concern. He thanked the Village Board for allowing residents to be a part of the process. A discussion regarding transitional zoning followed.

Ms. Marina Carney Puryear stated she come before the Village Board as a former Trustee, resident of North Avenue, Relator and President of the Lake Forest Garden Club. She commented on how the appearance of the rental properties and the parking along North Avenue during special events negatively impacts the neighborhood. Ms. Puryear provided information regarding apartment rental pricing for east

Lake Bluff as reported in MIS data. Ms. Puryear expressed her concern with the increased density, parking, storage units, sunlight and tree loss and urged the Village Board to consider the neighborhood because with this amount of density it would no longer be considered a Village.

5. VILLAGE BOARD SETS THE ORDER OF THE MEETING

President O’Hara reported the Village President and Board of Trustees will entertain requests from anyone present on the order of business to be conducted during the Village Board Meeting.

There were no requests to change the order of the meeting.

6. ITEM #6A – WARRANT REPORT FOR DECEMBER 16-31, 2015 AND JANUARY 1-15, 2016 AND DECEMBER 2015 PAYROLL EXPENDITURES

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$260,844.17 for December 16-31, 2015.

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$69,176.97 for January 1-15, 2016.

In addition, President O’Hara reported expenditure of Village funds for payroll in the amount of \$255,604.17 for December 2015.

As such, the total expenditures for this period is in the amount of \$585,625.31.

As there were no comments from the Board, Trustee Dewart moved to approve the Warrant Reports. Trustee Meyer 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 #6B – DECEMBER 2015 FINANCE REPORT

At President O’Hara’s request, Finance Director Susan Griffin provided a brief summary of the December 2015 Finance Report highlighting major revenue sources and expenditures for the period. Finance Director Griffin stated the sales tax revenue for May – October 2015 is \$1.394 million for the first six months of the fiscal year which is \$144,269 or 11.5% greater than the same period in 2014. The FY2016 home rule sales tax of \$380,708 for May-October 2015, is \$88,059 or 30% greater than the same period in 2014. Home rule sales tax is not applicable to automobile sales.

Finance Director Griffin noted the 2015 and 2014 fiscal year monthly average for sales tax revenue in the chart on page 2 of the report should reflect \$211,104 and \$188,406, respectively, instead of \$167,166 and \$164,279.

- In December the Village received all amounts due from the State for Motor Fuel tax allotments and wireless E911 surcharges;

- Sales tax revenue for May-September 2015 is \$1.15 million which is \$92,000 or 9% greater than 2014. Home rule sales tax of \$309,000 is \$65,000 or 27% greater than 2014;
- May has traditionally been the largest monthly receipt of state shared income tax revenue due to the filing of taxes in April. At \$370,000 May-December 2015 revenue is 14% greater than the same period in 2014;
- Building permit revenue projection have been revised from \$660,000 to \$525,000 as some anticipated building activity is not expected to commence before May 1st;
- Capital project expenditures exceed the same period in 2014 by \$533,000; and
- Water billed consumption is down 9.768 million gallons. This resulted in a decline in water sales of \$49,000 (after accounting for the change in water rates.).

Finance Director Griffin stated Staff continues to closely monitor the actions in Springfield and assess the implications to the Village of potential changes in State-shared revenue allocations, property tax limitation changes, or pension reform become law. In addition, she stated the Finance Committee met prior to the Village Board meeting to begin its discussions on the biennial budget for FY2016-17 and FY2017-18. The Finance Committee will discuss the operational funds on February 13th and the capital projects at the Village Board retreat on February 20th.

Trustee Christensen moved to accept the Finance Report. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

8. ITEM #7 – VILLAGE ADMINISTRATOR’S REPORT

Village Administrator Irvin had no report.

9. ITEM #8 - VILLAGE ATTORNEY’S REPORT

Village Attorney Peter Friedman had no report.

10. ITEM #9 – VILLAGE PRESIDENT’S REPORT

President O’Hara had no report.

11. ITEM #10 – ACCEPTANCE OF THE CORRESPONDENCE

President O’Hara introduced the correspondence from the Informational Reports on December 11, 18, 24 and 31, 2015.

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

12. ITEM #11 – SECOND READING OF AN ORDINANCE ADOPTING BY REFERENCE THE LAKE COUNTY WATERSHED DEVELOPMENT ORDINANCE

President O’Hara reported in 1992 the County of Lake adopted a comprehensive Watershed Development Ordinance (WDO) for purposes of setting forth minimum requirements for the stormwater aspects of development throughout Lake County. Each municipality within Lake County was required to adopt and enforce the provisions of the Ordinance. In response, Lake Bluff adopted the WDO for the first time on

October 12, 1992. Since the time of the initial adoption, the WDO has been amended countywide on seven separate occasions, most recently in 2013. She further reported on October 13, 2015 the Lake County Board adopted the amended countywide WDO. Following the most recent amendments, the Lake County Stormwater Management Commission notified all municipalities in Lake County, including Lake Bluff, that they must adopt the newly amended version of the Ordinance by February 17, 2016.

President O'Hara reported the amended WDO has been reformatted to make it more user friendly including revisions to the Federal Emergency Management Agency (FEMA) map effective dates and panel numbers, as well as various other revisions. Adoption of the updated WDO is necessary in order for Lake Bluff to remain in good standing in the FEMA National Flood Insurance Program (NFIP) and to maintain Lake Bluff's community certification status with the Lake County Stormwater Management Commission. The amendments do not result in any major change to the overall administration and enforcement of the WDO. The Village Engineer recommends approval of the Ordinance with second reading of the ordinance to follow after 30 days. The Village Board approved first reading of the ordinance at its meeting on November 23, 2015.

In response to a comment from the Board, Village Administrator stated currently there are no structures located in flood plains.

As there were no questions, Trustee Josephitis moved to approve second reading of the ordinance. 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)

13. ITEM #12 – TRUSTEE’S REPORT

There was no Trustee's report.

14. ITEM #13 – ADJOURNMENT

Trustee Meyer moved to adjourn the regular meeting. Trustee Dewart seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 7:36 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Aaron Towle
Village Clerk