

**VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING  
FEBRUARY 11, 2013**

**APPROVED MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

In the absence of Village President Letchinger, Village Clerk Klawitter called the meeting to order at 7:00 p.m., in the Lake Bluff Village Hall Board Room, and called the roll.

The following were present:

Trustees: Marina Carney  
Steve Christensen  
Mark Dewart  
John Josephitis  
Kathleen O'Hara  
Brian Rener

Absent: Christine Letchinger, Village President

Also Present: William Meyer, Village Clerk  
Drew Irvin, Village Administrator  
Peter Friedman, Village Attorney  
Susan Griffin, Finance Director  
Jake Terlap, Public Works Superintendent  
David Belmonte, Deputy Police Chief  
William Gallagher, Police Chief  
Gerald Nellessen, Building Codes Supervisor  
Brandon Stanick, Assistant to the Village Administrator

Trustee Dewart moved to nominate Trustee Christensen as President Pro Tem for the meeting. Trustee Carney seconded the motion. The motion passed on a unanimous voice vote.

**2. PLEDGE OF ALLEGIANCE**

President Pro Tem Christensen led the Pledge of Allegiance.

**3. CONSIDERATION OF THE MINUTES**

Trustee Rener moved to approve the January 28, 2013 Board of Trustees Meeting Minutes as presented. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Carney, Christensen, Dewart, Josephitis, O’Hara and Renner  
Nays: (0)  
Absent: (0)

**4. NON-AGENDA ITEMS AND VISITORS**

President Pro Tem Christensen stated the Board of Trustees allocates 15 minutes for those individuals who would like the opportunity to address the Village Board on any matter not listed on the agenda.

District 12 Lake County Board Representative Michael Rummel, spoke on behalf of District 13 Lake County Board Representative Sandy Hart regarding the Lake County Strategic Plan. Representative Rummel provided a brief history regarding the County Board and stated that approximately 2% of the Village’s assessed value goes to the County in taxes.

Representative Rummel commented on the number of elected officials and agencies that comprise the Lake County Government. He stated the Lake County Board approved a \$485 million budget and explained how the funds were distributed throughout the organization. He reported on the Strategic Planning Session and noted the following goals to: (i) reduce congestion and improve transportation systems in Lake County; (ii) enhance livability and economic opportunities; (iii) promote a sustainable environment; (iv) build healthy and resilient communities; and (v) provide public safety. Lastly, he reported on the community outreach process to encourage residents to attend the upcoming community forums or for residents to submit comments online at [lakecountyil.gov/communityforums](http://lakecountyil.gov/communityforums).

**5. VILLAGE BOARD SETS THE ORDER OF THE MEETING**

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

**6. ITEM #6A – WARRANT REPORT FOR FEBRUARY 1-15, 2013 AND JANUARY 2013 PAYROLL EXPENDITURES**

President Pro Tem Christensen reported that expenditure of Village funds for payment of invoices in the amount of \$184,333.52 for February 1-15, 2013.

President Pro Tem Christensen reported expenditure of Village funds for payroll in the amount of \$255,800.96 for January 2013.

As such, the total expenditures for this period is in the amount of \$440,134.48

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

Ayes: (6) Carney, Christensen, Dewart, Josephitis, O’Hara and Renner  
Nays: (0)  
Absent: (0)

**7. ITEM #6B – JANUARY 2013 FINANCIAL REPORT**

At the request of Trustee Rener, Finance Director Susan Griffin reviewed the Village's current sales tax issues. She stated sales taxes are still down approximately 4% percent for the first six months of the current year compared to the same period last fiscal year. Sales taxes are averaging approximately \$165,000 each month and are still lower than the peak period reached in FY2007-08. Although some of the leading economic indicators are looking better, people are still spending cautiously.

Trustee Dewart moved to approve the Financial Report. Trustee Carney seconded the motion. The motion passed on a unanimous voice vote.

**8. ITEM #7 – VILLAGE ADMINISTRATOR'S REPORT**

Village Administrator Drew Irvin reported the Village is in receipt of a zoning application from Oxford/McVickers Real Estate Developers in partnership with Target Corporation to rezone the former Shepard Chevrolet property for the redevelopment of a 139,000 square foot Target Store and three out lots. The zoning application will be discussed at the February 20<sup>th</sup> Plan Commission and Zoning Board of Appeals meeting. During this meeting the development team will present a preliminary plan for the planned commercial development process which is similar to the planned residential development process. Lastly, he stated Staff has not received many written comments regarding the proposed project to date.

Trustee Josephitis commented on the square footage and asked if it would be a Super Target Store. Village Administrator Irvin stated the proposed store is similar to the size of the Target Store located in Highland Park and not a Super Target. The proposed store will not have a full grocery store and it will only offer pre-packaged food items.

In response to a comment from the Board regarding the architectural features, Village Administrator Irvin stated the Architectural Board of Review (ABR) has expressed their satisfaction with the architect involved with the proposal for Target and noted that the architect had recently worked on repurposing the former downtown Carson Pirie Scott building. Lastly, he stated that Target has indicated their intent to satisfy the Village's design standards.

**9. ITEM #8 – VILLAGE ATTORNEY'S REPORT**

Village Attorney Peter Friedman had nothing to report.

**10. ITEM #9 – VILLAGE PRESIDENT'S REPORT**

As President Letchinger was absent there was no report.

**11. ITEM #10 – CORRESPONDENCE**

President Pro Tem Christensen introduced the correspondence from the Informational Reports on January 25 and February 1, 2013 for consideration by the Board.

Trustee O'Hara moved to approve the correspondence as submitted. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

**12. ITEM #11 – AN ORDINANCE COMPREHENSIVELY AMENDING TITLE 9 OF THE LAKE BLUFF MUNICIPAL CODE AND ADOPTING VARIOUS STANDARD AND CODES PERTAINING TO BUILDING REGULATIONS**

President Pro Tem Christensen reported in 2010 the Village had adopted new building regulations. These regulations replaced those that were in place since 2005. In the 2005 adoption of the local amendments, it is stated that the Village would again update the building regulations in 2009 and on an “every three year code cycle.” The Village began the review process of the 2012 ICC Codes and our local amendments in the second quarter of 2012 when the printed copies of the 2012 ICC codes became publicly available. Our local amendments were compared to the 2012 ICC codes and Staff found that many were already incorporated within the new codes.

President Pro Tem Christensen reported a timetable for the code adoption process and the Village's intentions were presented to the ABR in October 2012. Staff provided the ABR with a presentation of the proposed codes and the local amendments at the November 6, 2012 meeting. A public hearing was rescheduled for the January 2, 2013 ABR meeting where the codes and amendments were presented to the ABR. There were no comments regarding the proposal. The ABR recommended the Village Board adopt the codes with the local amendments. Staff worked with legal counsel to present the regulations and amendments in an acceptable form. The Village has also complied with the notice requirements of the State of Illinois Capital Development Board.

Trustee Renner commented on the Village's history regarding its timelines in updating the codes and expressed his satisfaction for the three year review cycle. Building Codes Supervisor Gerald Nellesen advised that some local amendments were changed and the Village is now on a regular three year cycle.

As there were no questions from the Board, Trustee Renner moved to approve first reading of the ordinance. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Carney, Christensen, Dewart, Josephitis, O'Hara and Renner  
Nays: (0)  
Absent: (0)

**13. ITEM #12 – A RESOLUTION APPROVING AN ILLINOIS ELEVATOR SAFETY PROGRAM AGREEMENT AND AUTHORIZING CERTAIN ELEVATOR SAFETY STANDARDS**

President Pro Tem Christensen reported in conjunction with the Office of the State Fire Marshal (Elevator Safety Division) the Village established an elevator safety program (Program) pursuant to the Elevator Safety Act (Act) in July 2010. The Act requires that the design, construction, operation, inspection, testing, maintenance, alteration and repair of elevators, escalators, dumbwaiters, moving sidewalks, platform lifts, chair lifts and

automated people conveyances be in accordance with all applicable statutes and rules. The State Fire Marshal now requires municipalities who wish to continue their Program to enter into an Illinois Elevator Safety Program Agreement (Agreement) which sets forth certain guidelines for such Programs to be adopted no later than March 1, 2013. The Agreement requires the municipality to attest it will enforce safety standards, codes and regulations as least as stringent as those adopted in the current version of the Illinois Elevator Safety Rules (41 Ill. Adm. Code 100.60). Additionally, the local authority must agree to amend and enforce its Program as required by Section 6(l) of the Agreement to reflect subsequent amendments to the safety standards, codes and regulations adopted by the Illinois Elevator Safety Rules.

Trustee O'Hara inquired of the company that conducts the inspections. Building Codes Supervisor Nellessen stated the inspections are performed by Thompson Elevator Inspection Service at a rate of \$42 per inspection.

Trustee Carney inquired of the number of elevators requiring inspection. Building Codes Supervisor Nellessen stated the Village has a total of 29 inspectable elevators.

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

Ayes: (6) Carney, Christensen, Dewart, Josephitis, O'Hara and Renner  
Nays: (0)  
Absent: (0)

**14. ITEM #13 – A RESOLUTION APPROVING A FINAL PLAT OF SUBDIVISION FOR THE MAGGOS SUBDIVISION (700 Forest Cove Road)**

President Pro Tem Christensen reported the Village has received a request for the subdivision of the property commonly known as 700 Forest Cove Road. A former single family residence on the property was demolished in 2008 and the parcel has since remained vacant. The property is currently owned by Forest Cove LLC (Mr. Jeffrey Silver and Mr. Peter Maggos). The subject property is currently approximately 6.3 acres in size and is bordered on the east by Lake Michigan and on the south by the ravine commonly known as the Village's "South Ravine". He further stated the Applicants are proposing to split off the southeasterly most 0.76 acres and sell the 0.76 acre parcel to the owner of the Lansdowne Subdivision.

President Pro Tem Christensen reported the 0.76 acre parcel to be conveyed consists entirely of ravine and Lake Michigan bluff/shoreline property. The southerly 60 percent of the parcel to be conveyed is to become part of Lot 5 in the Lansdowne Subdivision. The remaining 40 percent is to become part of Lot 6 in the Lansdowne Subdivision.

In addition, President Pro Tem Christensen reported the proposed subdivision does not create any additional buildable lots, nor does it create any non-conforming conditions, and pursuant to Section 11-2-6B of the Village's Subdivision Regulations, the subdivision can be approved by the Village Board without referral to the Joint Plan Commission and Zoning Board of Appeals. The Village Engineer recommends approval of the resolution.

Village Administrator Irvin stated the matter is more of a marketing issue for the Subdivision. The property abuts the Lansdowne Subdivision that was recently subdivided and does not have any frontage along the lake front; therefore, the owner reached an agreement with the neighbors to purchase the property so the Lansdowne portion is more attractive to prospective buyers.

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

Ayes: (6) Carney, Christensen, Dewart, Josephitis, O'Hara and Renner  
Nays: (0)  
Absent: (0)

**15. ITEM #15 – CONSIDERATION OF THE MINUTES OF THE JANUARY 28, 2013 EXECUTIVE SESSION MEETING**

Trustee O'Hara moved to approve the January 28, 2013 Executive Session Meeting Minutes as presented. Trustee Josephitis seconded the motion. The Meeting Minutes were approved on the following roll call vote:

Ayes: (6) Carney, Christensen, Dewart, Josephitis, O'Hara and Renner  
Nays: (0)  
Absent: (0)

**16. ITEM #16 – ADJOURNMENT**

As there was nothing further to come before the Board, Trustee Carney moved to adjourn the regular meeting. Trustee Dewart seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 7:57 p.m.

Respectfully Submitted,

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R. Drew Irvin  
Village Administrator

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William Meyer  
Village Clerk