

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
AUGUST 8, 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: Steve Christensen
Mark Dewart
Eric Grenier
John Josephitis
William Meyer

Absent: Barbara Ankenman

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
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 Meyer moved to approve the July 25, 2016 Board of Trustees Regular Meeting Minutes and Trustee Christensen 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 Dewart moved to take the Consent Agenda and then return to the regular order of the meeting. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

6. ITEMS #10, #11 AND #12 – CONSENT AGENDA

President O’Hara introduced the following Consent Agenda items for consideration:

- 10. Correspondence Delivered in the July 22 and 29, 2016 Informational Reports;
- 11. Second Reading of an Ordinance Granting a Variation from the Village’s Front Yard Setback Regulations (225 West Center Avenue); and
- 12. Second Reading of an Ordinance Granting a Special Use Permit to Lyft Health and Fitness, LLC to Operate a Physical Fitness Facility at 960 North Shore Drive, Unit #6 in the Village’s L-1 Light Industry District.

Trustee Christensen moved to approve the Consent Agenda. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

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

7. ITEM #6A – WARRANT REPORT FOR AUGUST 1-15, 2016 AND JULY 2016 PAYROLL EXPENDITURES

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$279,333.83 for August 1-15, 2016.

President O’Hara reported expenditure of Village funds for payroll in the amount of \$274,792.98 for July 2016.

As such, the total expenditures for this period is in the amount of \$554,126.81.

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

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

8. ITEM #6B – JULY 2016 FINANCE REPORT

At President O’Hara’s request, Finance Director Susan Griffin provided a brief summary of the July 2016 Finance Report highlighting major revenue sources and expenditures for the period.

- Sales tax revenue for FY2016 is \$2.792 million which is \$259,000 or 10% greater and home rule sales tax of \$787,000 is \$243,000 or 45% greater than FY2015;
- Income tax revenue of \$115,000 for May-June 2016 is 20% lower than the same period in 2015; and
- Building permit revenue is \$168,000 and is \$46,000, 21% less than May-July 2015.

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 and pension reform.

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

9. ITEM #7 – VILLAGE ADMINISTRATOR’S REPORT

Village Administrator Drew Irvin had no report.

10. ITEM #8 – VILLAGE ATTORNEY’S REPORT

Village Attorney Peter Friedman had no report.

11. ITEM #9 – VILLAGE PRESIDENT’S REPORT

President O’Hara had no report.

12. ITEM #13 – A RESOLUTION ENDORSING THE METROPOLITAN MAYORS CAUCUS GREENEST REGION COMPACT 2

President O’Hara reported in 2007 nearly 100 communities adopted the Greenest Region Compact of Metropolitan Chicago, a pledge prepared by the Metropolitan Mayors Caucus to serve as a commitment by local governments to strive for a greener Chicago Metropolitan Area by setting sustainable goals and actions to achieve them. In March 2016 the Metropolitan Mayors Caucus created the Greenest Region Compact 2 (GRC2) to address environmental sustainability issues of global importance at the local level. The GRC2 synthesizes sustainability goals that are already adopted by communities in the region and these consensus goals align with the common regional, state, national and global objectives.

President O’Hara reported the GRC2 provides a companion Framework to guide communities of all sizes and strengths to: (i) assess their current efforts; (ii) develop a sustainability plan suited to local priorities; and (iii) offer resources, such as grants, to help communities succeed. She further reported as an advisory board appointed to develop a sustainability plan among other duties, the Sustainability and Community Enhancement Committee (SEC) met on July 27, 2016 and reviewed the GRC2, and because of its ability to offer the Village additional guidance and resources toward the creation of its own sustainability plan, unanimously recommended the Village Board adopt the resolution endorsing the Metropolitan Mayors Caucus’ GRC2.

Following a brief discussion, Trustee Josephitis moved to adopt the resolution. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

13. ITEM #14 – SECOND READING OF AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE VILLAGE OF LAKE BLUFF BY ADOPTING CENTRAL BUSINESS DISTRICT PLANNING PRINCIPLES

President O’Hara reported in the first half of 2015 the Committee-of-the-Whole (COW) and Staff discussed the potential for redevelopment of the Central Business District (CBD) Blocks Two (bounded by Scranton/Oak/North/Walnut) and Three (bounded by Scranton/Oak/Evanston). To best prepare for potential downtown redevelopment, the Village engaged Teska Associates, Inc. (Consultant), a land use planning firm, to perform a visual preference survey of both CBD Blocks Two and Three, and using input from the community, prepare Design Guidelines.

President O’Hara reported in October 2015 the Village Board received a report from the Village Administrator concerning the draft Downtown Sub-Area Visioning Report (Report) with Design Guidelines and the Village Board referred the matter to the Plan Commission and Zoning Board of Appeals (PCZBA) and the Architectural Board of Review (ABR) for finalization. The ABR has concluded its review of the Design Guidelines, and as part of its consideration, the PCZBA conducted a public hearing on May 18 and June 8, 2016 and unanimously recommended the Village Board amend the Village’s Comprehensive Plan by (i) adopting the Ten Planning Principles for CBD Blocks Two and Three that are identified in the Report; (ii) amending the Village’s Future Land Use Plan to reflect the Ten Planning Principles and an update that reflects existing conditions; and (iii) amending the Village’s Long Range Downtown Public Parking Plan for consistency with the aforementioned documents. The Village Board approved first reading of the ordinance at its meeting on July 25, 2016.

Trustee Josephitis, a local realtor, advised that one of his clients currently owns the former PNC Bank, Block Three property and recused himself from any further discussions associated with Block Three.

In response to a comment from Trustee Dewart, Village Administrator Irvin stated during the draft design guidelines discussions it was determined that some of the policy objectives and planning principles were not consistent with the existing Comprehensive Plan. The PCZBA reviewed the matter and submitted its recommendations to the Village Board with an acknowledgment that the existing Comprehensive Plan needs additional review.

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

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

14. ITEM #15 – TRUSTEE’S REPORT

There was no Trustee’s report.

15. ITEM #16 – EXECUTIVE SESSION

At 7:14 p.m. Trustee Meyer moved to enter into Executive Session for the purpose of discussing Property Disposition (5 ILCS 120/2(c)(6)), Potential Litigation (5 ILCS 120/2(c)(11)) and Threatened Litigation (5

ILCS 120/2(c)(11)). Trustee Josephitis seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Josephitis, Meyer, Christensen, Dewart and Grenier

Nays: (0)

Absent: (1) Ankenman

There being no further business to discuss, Trustee Meyer moved to adjourn out of executive session. Trustee Grenier seconded the motion and the motion passed on a unanimous voice vote at 7:45 p.m.

16. ITEM #17 – ADJOURNMENT

Trustee Christensen moved to adjourn the regular meeting. Trustee Grenier seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 7:46 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Aaron Towle
Village Clerk