

**VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING  
APRIL 13, 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  
Eric Grenier  
John Josephitis  
William Meyer  
Brian Rener

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**

Mr. Steph Kristiansen, Law Enforcement Liaison with the Illinois Department of Transportation (IDOT) stated in 2014 there were approximately 928 motorist that lost their lives in automobile accidents and many of those fatalities could have been prevented if safety belts were used. The Saved by the Belt Program was created in the mid 1990 to recognize individuals whose lives were saved because they were wearing safety belts. Mr. Kristiansen stated the residents of Lake Bluff understand the importance of safe driving and currently Lake Bluff has one of the highest safety belt compliance rates.

Sergeant Erik Gehrke announced the winners of the Saved by the Belt Award and advised the awards would be delivered to each recipient later as they were not able to attend tonight's meeting as originally planned. In addition, Sergeant Gehrke provided information regarding the "Click It or Ticket It" grant period during which time seat belt enforcement is conducted throughout the Village.

Mr. Kristiansen stated IDOT established a program whereby Police Officers can earn recognition for removing impaired drivers from the roadways. Mr. Kristiansen presented Lake Bluff Police Officer Timothy Kreuzsch with his 25 DUI Arrest Award. In addition, he stated the Lake Bluff Police Department is responsible for taking approximately 300 impaired drivers off the roadways over the past several years and expressed his appreciation to the Village for its support.

President O'Hara stated the Village is proud of its professional Police Department and thanked Mr. Kristiansen for the presentation.

Following a request from Village Administrator Drew Irvin, Police Chief David Belmonte advised of the new recognition programs such as DUI Enforcement that will be discussed at a future Departmental meeting. The recognition will be for the most activity, within different areas of the Village, associated with DUI Enforcement, Felony and Drug Arrest.

President O'Hara read the Proclamation declaring April 24, 2015 as *Arbor Day* in Lake Bluff. Public Works Superintendent Jake Terlap stated Lake Bluff Park District will also support preservation efforts this Arbor Day by allowing the Village to plant a Ginkgo tree in Blair Park (10:00 a.m.).

President O'Hara then read the Proclamation declaring April 26, 2015 *Breathe Deep North Shore Day*.

**4. CONSIDERATION OF THE MINUTES**

Trustee Christensen moved to approve the March 23, 2015 Board of Trustees Meeting Minutes as presented. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

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

Mr. Todd Nahigian, Committee Representing Our Young Adults (CROYA) Manager, stated the organization is all about the youth. In FY2014 the organization had approximately 10,000 contacts with 7<sup>th</sup> through 12<sup>th</sup> grade students, 2,000 of which were Lake Bluff residents. He stated last year the Village's CROYA Liaison, Ms. Rebecca Quackenbush, and CROYA Board Chair Alana Hender met with President O'Hara and Village Administrator Irvin regarding a partnership with Lake Bluff.

Ms. Kelli Jacobs, CROYA High School Executive Committee Chair, stated it has been an honor having the Village's support in helping CROYA build a place where community youth can build their lives. Ms. Jacobs and various students presented the Board with CROYA T-Shirts, the publication "Empowering Teens" written by Elaine Doremus Slayton, and the CROYA 25 years

of helping music grow CD. Ms. Jacobs provided background history regarding the CROYA Organization, her role in the organization, and then showed a video made by CROYA Cable Technician Spencer Welte, describing the various CROYA programs. Ms. Jacobs invited the Board to tour the facility and attend the CROYA recognition dinner on May 14<sup>th</sup> (6:00 p.m.) where the new CROYA High School Executive Committee members will be welcomed.

Mr. Nahigian stated CROYA raised \$30,000 at its January fundraiser and the funds would be used to supplement the money saved to purchase a new 15 passenger van. He also stated the Fourth of July Committee asked CROYA to be the 2015 Parade Marshal.

President O'Hara thanked Ms. Jacobs and Mr. Nahigian for the presentation and expressed her appreciation to everyone that came to the meeting and for being involved in the community.

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

At the request of those present, Trustee Meyer moved to take Agenda Items #12, #15 and #14 then return to the regular order of the meeting. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

**7. ITEM #12 – SECOND READING OF AN ORDINANCE DESIGNATING THE SITE OF 925 N. SHERIDAN ROAD AS A HISTORIC LANDMARK**

President O'Hara reported on December 12, 2014 the Village received a complete building permit application for demolition of the single-family structure located at 925 N. Sheridan Road (Property) from the Estate of Edward M. Blair (Owner). At its meeting on January 14, 2015 the Historic Preservation Commission (HPC) considered the demolition application permit as the house is at least 50 years old. She further noted the HPC unanimously voted in favor of serving as the applicant for the landmark nomination (pursuant to Section 9-14-4B of the Municipal Code), and on January 21, 2015, the HPC submitted a complete nomination application for the Property. As the Owner is not the applicant of the property a letter was mailed to Mr. Edward McCormick Blair, Jr., as well as forwarded to the owner's legal counsel on January 22, 2015.

President O'Hara reported pursuant to the 2008 architectural survey, the structure has a local significance rating of "Significant." According to the application, the house was constructed in 1953 and is an example of the Modernist style of architecture by Keck and Keck Architects. In addition, the application notes the original owner, Edward McCormick Blair, had made a significant donation to the Lake Bluff Park District for the construction of what is aptly named the Blair Park Recreation Center (355 W. Washington Avenue).

In addition, President O'Hara reported at its meeting on February 11, 2015 the HPC commenced with the public hearing on the proposed landmark nomination, and continued the public hearing on March 11<sup>th</sup> after which time the HPC unanimously recommended the Village Board approve landmark designation status for the Property. The Village Board approved first reading of the ordinance at its meeting on March 23, 2015.

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

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

**8. ITEM #15 – A RESOLUTION APPROVING THE COLONEL SEXTON SUBDIVISION (400 E. Center Avenue)**

President O’Hara reported the Village has received a request for subdivision from the title holder/owners of the property commonly known as 400 E. Center Avenue. The owners are proposing to re-subdivide their existing property currently improved with one single family residence into two buildable lots. The property is to be sold to a developer after the subdivision is recorded and the developer has advised the Village that the existing residence will be removed and two single family homes will be constructed. She further noted on March 11, 2014, the Village’s HPC by a vote of 4-3 recommended to terminate the significant demolition review for the existing residence.

President O’Hara reported the subject property is located in the Village’s R-4 Zoning District which requires new buildable lots to be a minimum of 7,500 square feet and have a minimum lot width and street frontage of 50-feet. A plat of subdivision has been received by the Village and reviewed by the Village Engineer. The proposed plat indicates the two buildable lots will be created and each lot will be in excess of 8,000 square feet and each lot will have a lot width exceeding 68-feet. She further noted a covenant has been added to the plat requiring the payment of an impact fee on or before a building permit is issued for the second of the two new homes. A covenant has also been added requiring the construction of a public sidewalk along and within the Gurney Avenue Right-Of-Way side of the property. The Village Engineer recommends approval of the plat of subdivision.

Trustee Dewart stated although the Village was not able to establish the historical significance of the home, he is disappointed at the loss of the vintage home located on a beautiful avenue in Lake Bluff. He also expressed his concern regarding the streetscape on many of the Village’s flagship streets. Trustee Dewart expressed his recognition regarding the extenuating circumstances; however, the home has been an important part of the Village for a long time.

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

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

**9. ITEM #14 – 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 18<sup>th</sup> 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.

Following a comment from the Board, Mr. John Davis, stated the proposed seating arrangement will accommodate 42 people and loitering will not be allowed in the area.

President O’Hara expressed her support for the proposed restaurant.

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

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

**10. ITEM #7A – WARRANT REPORT FOR APRIL 1-15, 2015 AND MARCH 2015 PAYROLL EXPENDITURES**

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$294,057.09 for April 1-15, 2015.

President O’Hara reported expenditure of Village funds for payroll in the amount of \$272,624.49 for March 2015.

As such, the total expenditures for this period is in the amount of \$566,681.58.

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

**11. ITEM #7B – MARCH 2015 FINANCIAL REPORT**

Following President O’Hara’s request to review the finance report, Finance Director Susan Griffin provided an update on the highlights from the March financial report:

- Staff recently received sales tax revenue for the month of January 2015. Staff had initially estimated \$130,000 for the month and the previous year was approximately \$128,000. The sales tax revenue received for the month of January 2015 was in the amount of \$196,000 making the year-to-date total for FY2015, 8.7% greater than the same period in FY2014;
- Sales taxes for May-December 2014 are \$84,000 or 5.2% over the same period in 2013 on the strength of auto sales. Home rule sales tax is 1% over 2013, but is expected to begin to increase from the opening of Heinen’s grocery store;
- Building permit revenue is projected to end the fiscal year at \$1.1 million and currently surpasses the same period in 2013-14 by 178% due to the receipt of significant commercial permits and two new residential permits in Lansdowne;
- Water billed consumption is down from the prior year by 7.6% with a reduction in billed consumption of 13.027 million gallons. This resulted in a decline in water sales of \$54,800 (after accounting for the change in water rates.);
- Capital project expenditures are significantly less than the prior year due to the decline in grant revenues;
- Contracts and commodities have increased this year as the Village outsourced dispatching and for the costs of assessing the drainage issues; and
- The Finance Committee met on April 6, 2015 to hear a presentation by Darrin Olson from Christopher Burke Engineering regarding flooding issues at the Scranton Avenue/Sheridan Road underpass and the Campbell Court Subdivision.

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

**12. ITEM #8 – VILLAGE ADMINISTRATOR’S REPORT**

Village Administrator Irvin reported Staff recently spoke with a representative from Lake Forest Sports Cars and was advised they are currently one of two American automobile dealerships

authorized to carry the new brand of European super cars called Koenigsegg. The average sales price of the model is \$1.85 million with a 14 month delivery time.

**13. ITEM #9 – VILLAGE ATTORNEY’S REPORT**

Village Attorney Peter Friedman had no report.

**14. ITEM #10 – VILLAGE PRESIDENT’S REPORT**

President O’Hara reported on the recent passing of Phyllis Albrecht, the Village’s first female Trustee and President (1981-1985). She stated Ms. Albrecht was a good friend and mentor to many residents involved in civic activities in the community and noted she will be greatly missed.

**15. ITEM #11 – ACCEPTANCE OF THE CORRESPONDENCE**

President O’Hara introduced the correspondence from the Informational Report on March 20, 27 and April 3, 2015.

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

**16. ITEM #13 – SECOND READING OF AN ORDINANCE AMENDING TITLE I OF THE MUNICIPAL CODE OF THE VILLAGE OF LAKE BLUFF REGARDING THE COMPREHENSIVE FEE SCHEDULE**

President O’Hara reported as part of the budget development process, the Finance Committee reviews the comprehensive fee schedule. At its meeting on February 21, 2015 the Finance Committee recommended the following changes to the comprehensive fee schedule:

User Charges and Connection Fees:

- Adjust water rate for properties within Village limits from \$6.80 to \$6.95/1,000 gallons; and
- Adjust water rate for properties outside of the Village limits from \$7.82 to \$7.99/1,000 gallons under User Charges and Connection Fees of the Ordinance.

President O’Hara reported the water rate is revised pursuant to the multi-year rate projections developed to adequately cover the operating and capital costs. The Village Board approved first reading of the ordinance at its meeting on March 23, 2015.

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

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

**17. ITEM #16 – A RESOLUTION HONORING THE PUBLIC SERVICE OF NINI LUSTIG**

This agenda item was not considered at the meeting.

**18. ITEM #17 – TRUSTEE’S REPORT**

Trustee Dewart stated he attended the recent Tri-Board Meeting and it was interesting to hear the governmental entities discussion and make plans to address the various issues in a cooperative manner.

President O’Hara stated the Lake Bluff Tri-Board, is a group comprised of representatives from the Village, School District #65 and the Lake Bluff Park District, which meets at least four times a year to discuss current issues and establish goals to maintain unison throughout the community.

**19. ITEM #18 – EXECUTIVE SESSION**

At 7:55 p.m. Trustee Christensen moved to enter into Executive Session for the purpose of discussing 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: (6) Christensen, Dewart, Grenier, Josephitis, Meyer and Renner  
Nays: (0)  
Absent: (0)

There being no further business to discuss, Trustee Christensen moved to adjourn out of executive session. Trustee Renner seconded the motion and the motion passed on a unanimous voice vote at 8:03 p.m.

**20. ITEM #19 – CONSIDERATION OF THE MINUTES OF THE MARCH 23, 2015 EXECUTIVE SESSION MEETING**

Trustee Grenier moved to approve the March 23, 2015 Executive Session Meeting Minutes as presented. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

**21. ITEM #20 – ADJOURNMENT**

As there was nothing further to come before the Board, Trustee Josephitis moved to adjourn the regular meeting. Trustee Meyer seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:05 p.m.

Respectfully Submitted,

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R. Drew Irvin  
Village Administrator

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Barbara Ankenman  
Village Clerk