

**VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING  
MARCH 14, 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  
John Josephitis  
William Meyer

Absent: Eric Grenier, Village Trustee

Also Present: Aaron Towle, Village Clerk  
Drew Irvin, Village Administrator  
Peter Friedman, Village Attorney  
Susan Griffin, Finance Director  
Jeff Hansen, Village Engineer  
Mike Croak, Building Codes Supervisor (BCS)  
David Belmonte, Police Chief  
Jake Terlap, Public Works Superintendent  
Franco Bottalico, Administrative Intern

**2. PLEDGE OF ALLEGIANCE**

President O'Hara led the Pledge of Allegiance.

**3. CONSIDERATION OF THE MINUTES**

Trustee Christensen moved to approve the February 20, 2016 Special Meeting and February 22, 2016 Board of Trustees Regular Meeting Minutes as presented. Trustee Josephitis 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.

President O'Hara recognized Lake Bluff Boy Scout Troop #42 and noted their attendance at tonight's meeting helps them earn the community citizen badge.

Ms. Kristin Ashley, President of Artists on the Bluff, read a letter thanking the Village for its support over the years and as a community partner for providing space for an art gallery, painting of two murals in the train station and supporting the Artists on the Bluff's arts festival each summer. She stated a rendering of the historic train station and a coloring book of local Lake Bluff scenes was given to Staff prior to the meeting. Ms. Ashley thanked the Village Board for their support over the years and provided a copy of the letter for the record.

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

At the request of those present, Trustee Meyer moved to take Agenda Items #20, #11 and #12 then return to the regular order of the meeting. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

**6. ITEM #20 – AN ORDINANCE GRANTING VARIATION FROM THE VILLAGE'S MAXIMUM FLOOR AREA AND SIDE YARD SETBACK REGULATIONS (611 E. Prospect Avenue)**

President O'Hara reported on January 27, 2016 the Village received a zoning application from Bruce and Jill Danly, property owners of 611 E. Prospect Avenue, requesting variations from the Village's maximum floor area regulations and the R-4 District minimum side yard setback regulations to remove and reconstruct a single story addition on the rear of the house to serve as a mudroom. The house was originally built in the 1880s and is a legal nonconforming structure because the house:

- exceeds the maximum floor area regulations by 1,000.41 sq. ft. (1,759.13 sq. ft. maximum allowed); and
- encroaches into the westerly side yard setback by 0.78 ft. (5.18 ft. minimum is required).

President O'Hara reported at its meeting on February 17<sup>th</sup> the Joint Plan Commission and Zoning Board of Appeals (PCZBA) conducted a public hearing and recommended the Village Board approve the following:

- A variation from the maximum floor area regulations of 1,017.98 sq. ft. (or a 57.87% variation); and
- A variation from the R-4 District minimum side yard setback regulations of .78 ft. (or a 15.38% variation)

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

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

**7. ITEM #11 – A RESOLUTION APPROVING A SITE PLAN REVIEW FOR A PROPOSED GENERATOR AND FENCE AT BLAIR PARK LOCATED AT 355 W. WASHINGTON AVENUE**

President O’Hara reported the Lake Bluff Park District proposes to place a generator to the south of the Blair Park Recreation Center, east of the skate park, in order to provide emergency power during outages. The generator will be screened by a 6 foot wooden fence similar to the fence around the generator behind Village Hall. She further reported at their March 1, 2016 meeting, the Architectural Board of Review (ABR) recommended the Village Board approve the site plan for the fence and generator. In preparation for the Village Board’s consideration of the request, the neighboring property owners have been notified and a resolution has been prepared transmitting the ABR’s recommendation.

In response to a question from the Board, Lake Bluff Park District Superintendent of Facility Services Ed Heiser stated he is unaware of any comments regarding the generator. He stated the site plan presented tonight does not reflect the Park District’s intent to install the generator closer to the rear of the building.

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

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

**8. ITEM #12 – A RESOLUTION APPROVING A SITE PLAN REVIEW FOR A FENCE AND LANDSCAPING FOR THE WADING POOL AT BLAIR PARK LOCATED AT 355 W. WASHINGTON AVENUE**

President O’Hara reported on September 28, 2015 the Village Board approved a site plan for the new swimming pool and wading pool at Blair Park. Per the recommendation of the ABR, the resolution called for the Park District to return for later approval of landscaping and the fence around the exterior of the wading pool. The Park District’s original proposal was to place a chain link fence around the exterior of the wading pool. At the suggestion of the ABR, they have revised the plan to use a more decorative aluminum fence in this location. The existing fence will remain around the main pool. She further reported at their March 1, 2016 meeting, the ABR recommended that the Village Board approve the amended site plan for the fence and landscaping. In preparation for the Village Board’s consideration of the request, the neighboring property owners have been notified and a resolution has been prepared transmitting the ABR’s recommendation.

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

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

**9. ITEM #6A – WARRANT REPORT FOR MARCH 1-15, 2016 AND FEBRUARY 2016 PAYROLL EXPENDITURES**

President O'Hara reported expenditure of Village funds for payment of invoices in the amount of \$289,965.01 for March 1-15, 2016.

President O'Hara reported expenditure of Village funds for payroll in the amount of \$255,089.49 for February 2016.

As such, the total Expenditures for this period is in the amount of \$545,054.50.

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

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

#### **10. ITEM #6B – FEBRUARY 2016 FINANCIAL REPORT**

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

- Sales tax revenue for May-November 2015 is \$1.66 million which is \$189,000 or 13% greater and home rule sales tax of \$453,000 is \$116,000 or 34% greater than the same period in 2014;
- Income tax receipts of \$468,000 for May 2015 – February 2016 is 11% greater than the same period in 2014-15;
- Building permit revenue projection has been revised from \$660,000 to \$500,000 as some anticipated building activity is not expected to commence before May 1<sup>st</sup>;
- Capital project expenditures exceed the same period in the prior fiscal year by \$552,000; and
- Water bill consumption is down 7.331 million gallons. This resulted in a decline in water sales of \$17,000 (after accounting for the change in water rates).

Staff continues to closely monitor the actions in Springfield and assess any implications to the Village including potential changes in State-shared revenue allocations, property tax limitation changes, or pension reform become law.

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

#### **11. ITEM #7A – VILLAGE ADMINISTRATOR'S REPORT REGARDING THE MANAGEMENT OF ELECTRONIC WASTE**

Village Administrator Drew Irvin reported the ability for Lake County residents to have E-waste drop-off facilities has diminished because the Solid Waste Agency of Lake County (SWALCO) cannot comply with the unanticipated costs associated with collecting electronics. SWALCO will continue to work with electronic manufacturers, legislators and recyclers to develop a sustainable solution to dispose of E-waste. Village Administrator Irvin reported when the Village had to stop offering a year-round drop off location for recycling old computers and electronics equipment at the Public Works Facility at the end of 2014, Lake Bluff residents were directed to dispose of E-waste at nearby Midwest Computer Recycling (101 Skokie Valley Road). Lake Bluff residents can continue to dispose of E-waste at Midwest Computer

Recycling (disposal of TVs include a charge up to \$20) or residents may want to call Groot (877-404-7668) to schedule a special home pick up. If residents contact Groot 24 hours before the standard collection day, Groot will collect six items of E-waste at the curb for a fee of \$30.00 (6 item limit can include one TV with a weight limit of 45 lbs.).

Trustee Dewart moved to accept the report. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

**12. ITEM #7B – VILLAGE ADMINISTRATOR’S REPORT REGARDING A REQUEST FROM THE LAKE BLUFF PARK DISTRICT TO WAIVE BUILDING PERMIT FEES FOR THE PADDLE COURT LIGHTS AT BLAIR PARK**

Village Administrator Irvin reported on March 7, 2016 the Village received a letter from Lake Bluff Park District Board President Rob Douglass requesting a waiver of all fees associated with the replacement of the Paddle Court lights at Blair Park (355 W. Washington Avenue). As the total cost of construction for this project is \$10,966, it is estimated that without a waiver, the permit fees for the project would be \$235. Similar requests have been considered on a case-by-case basis for other non-profit and governmental organizations.

Trustee Josephitis moved to waive the fees in the amount of \$235. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes:	(4)	Josephitis, Meyer, Christensen and Dewart
Nays:	(1)	Ankenman
Absent:	(1)	Grenier

**13. ITEM #8 – VILLAGE ATTORNEY’S REPORT**

Village Attorney Peter Friedman had no report.

**14. ITEM #9 – VILLAGE PRESIDENT’S REPORT**

President O’Hara reported Police Chief Belmonte urges all residents to enroll in the Village’s emergency notification system through CodeRED. The CodeRED Weather Warning system automatically notifies those registered of severe weather. She stated additional information regarding CodeRED is available on the Village’s website at *lakebluff.org*.

**15. ITEM #10 – ACCEPTANCE OF THE CORRESPONDENCE**

President O’Hara introduced the correspondence from the Informational Reports on February 19, 26 and March 4, 2016.

In response to a comment from Trustee Ankenman, Village Administrator Irvin stated the absence of the March 11<sup>th</sup> Informational Report will be looked into.

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

**16. ITEM #13 – A RESOLUTION APPROVING A SITE PLAN REVIEW FOR CHANGES TO THE EXTERIOR OF THE BUILDING FOR NORTSHORE DERMATOLOGY LOCATED AT 925 SHERWOOD DRIVE**

President O’Hara reported Northshore Dermatology (Petitioner) moved into the building at 925 Sherwood Drive early last year and came before the ABR and the Village Board in April and May of 2015 for approval of signs, standing seam metal canopies, sconce lights, and other improvements to the façade of building. The petitioner is requesting approval of three changes from the previous design. They are proposing to separate what was previously proposed to be one long canopy on the south façade into two shorter canopies. Portions of the façade that were previously proposed to be EIFS have instead been completed in lannon stone. This also results in a change to the corbeling at the top of the wall. Lastly, the sign on the south façade is made out of plexiglass instead of the aluminum that was proposed in the previous submittal. The size and shape of the sign remain the same. She further reported the ABR reviewed the proposed changes at its March 1, 2016 meeting and voted unanimously to recommend the Village Board approve the proposed changes. In preparation for the Village Board’s consideration of the request, the neighboring property owners have been notified and a resolution has been prepared transmitting the ABR’s recommendation.

In response to a comment from the Board, BCS Mike Croak stated the petitioner was not aware the proposed change from EIFS to lannon stone had to come back to the ABR for approval.

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

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

**17. ITEM #14 – A RESOLUTION AUTHORIZING AND APPROVING EXECUTION OF A SMART-READY LED STREET LIGHTING PROGRAM PARTICIPATION AGREEMENT BETWEEN THE VILLAGE OF LAKE BLUFF AND COMMONWEALTH EDISON**

President O’Hara reported street lights throughout the Village, both the traditional neighborhood post lights and cobra head style lights, are owned and maintained by varying parties depending on the location. ComEd recently approached the Village regarding participation in the Smart-Ready LED Street Lighting Program. This program involves the conversion of 217 Com-Ed-owned cobra head style street lights with mercury vapor and high pressure sodium fixtures to Smart-Ready LED fixtures which should reduce the Village’s annual energy expenses by approximately \$7,300. In addition to the energy efficiencies, other benefits to the LED fixtures include: (i) the ability to modify the intensity of the light, (ii) the new fixtures are Dark Sky at night full cut-off style (very little light trespass), and (iii) the potential for future Village operational control of the fixtures.

President O’Hara reported the new Sustainability & Enhancement Ad Hoc Committee (SEC) discussed the program at their February 24, 2016 meeting and unanimously recommended the Village Board enter into the agreement. The SEC also suggested the Village develop a plan to convert all remaining street lights to LED for both aesthetic and energy savings purposes.

In response to a question from Trustee Josephitis, Public Works Superintendent Jake Terlap stated the 129 Village-owned street lights have been converted to LED. Currently, there are 29 lights in the business park which will be converted to cobra head lights and approximately 23 post top lights in the Sanctuary that needs to be converted.

Trustee Dewart asked how the bulbs relate to the ComEd franchise program. Village Administrator Irvin stated the LED conversion is not addressed in the franchise agreement, but an objective for ComEd to address energy saving programs. The program cost is covered by ComEd users and the goal is to address the statutory obligation to improve their sustainability.

As there were no further comments from the Board, Trustee Josephitis moved to adopt the resolution. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

**18. ITEM #15 – A RESOLUTION AUTHORIZING AN ANIMAL/RABIES CONTROL AGREEMENT BETWEEN THE VILLAGE OF LAKE BLUFF AND THE LAKE COUNTY HEALTH DEPARTMENT**

President O’Hara reported on January 28, 1991, the Village of Lake Bluff authorized an agreement with the Lake County Health Department for the purpose of providing animal and rabies control services. In order to improve services, such as increasing cat and dog registration compliance, the Lake County Board amends the agreement from time to time and asks municipalities to acknowledge and authorize any revisions. The most previous revision to the contract (chiefly concerning changes to service fees) was approved by the Village Board in February 2008. She further reported the revised Fee for Service Agreement and Animal Care and Control Fee Schedule went into effect January 1, 2016 and the Village is being asked to acknowledge and authorize the following revisions: (i) clarification of the type of services provided during and after business hours; and (ii) reduction in the fees for the pickup and impoundment of stray roaming cats.

President O’Hara reported historically, fees incurred by the Village under this service agreement are minimal and typically do not exceed \$500 in any one fiscal year. With the exception of the aforementioned amendments, the terms remain unchanged and the agreement will renew automatically until either party to the agreement provides a 30 day termination notice.

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

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

**19. ITEM #16 – A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION CONTRACT WITH SCHROEDER & SCHROEDER, INC OF SKOKIE, ILLINOIS, FOR THE VILLAGE OF LAKE BLUFF’S FY2016 PORTLAND CEMENT CONCRETE (PCC) SIDEWALK REPLACEMENT PROJECT**

President O’Hara reported on March 9, 2016, bids were opened in the Board Room of the Lake Bluff Village Hall (40 E. Center Avenue) for the Village’s FY2016 Concrete Sidewalk Replacement Project. A total of five bids were received. The lowest responsive bid was submitted by Schroeder & Schroeder,

Inc. of Skokie, Illinois, in the total amount is \$28,320.00. The Village's FY2017-2018 Proposed Biennial Budget includes a total of \$35,000 for the miscellaneous sidewalk replacement work which is \$6,680 greater than the low bid amount of Schroeder and Schroeder, Inc. She further reported the remaining budget amount is intended to be expended by increasing the quantities of sidewalk replacement in this contract and other miscellaneous sidewalk repairs. Schroeder and Schroeder has successfully completed numerous concrete sidewalk replacement projects for the Village in the past. The Village Engineer is recommending that an award be made to Schroeder & Schroeder, Inc. in the total low bid amount of \$28,320.00.

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

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

**20. ITEM #17 – A PUBLIC HEARING CONCERNING THE VILLAGE OF LAKE BLUFF  
PROPOSED FISCAL YEARS 2017-18 BIENNIAL BUDGET**

President O'Hara reported, as required by law, the Village must hold a public hearing on the Tentative Biennial Budget after which hearing the budget may be revised and passed without any further inspection, notice or hearing. Consistent with past practice, first reading of the budget ordinance will follow this public hearing with second reading and adoption of the budget anticipated at the next Board meeting on March 28<sup>th</sup>. Notice of this hearing was published in the Pioneer Press – Lake Forester on March 3, 2016.

President O'Hara declared the public hearing open.

Finance Director Griffin stated this is the Village's first time submitting a two year budget commencing with the period beginning May 1, 2016 and end April 30, 2018. She presented information on the FY2017-18 Biennial Budget noting the primary budget objectives, main types of funds, the operating and capital budgets (including the library funds), expenditures by category, personnel projections and the projected revenue sources. She presented a slide showing the five year history of the major revenue sources and discussed assumptions used in developing the current year projections.

- The total budget proposed for FY2017 is \$13.04 million resulting in a 4.1% increase from the previous fiscal year;
- The total budget proposed for FY2018 is \$12.97 million resulting in a 0.5% decrease from the previous fiscal year;
- The operating budget for FY2017 is \$10.77 million resulting in a 1.8% increase from the previous fiscal year;
- The operating budget for FY2018 is \$10.966 million resulting in a 1.8% increase from the previous fiscal year;
- The Library's total budget proposed for FY2017 is \$1.006 million resulting in a 7.1% increase from the previous fiscal year; and
- The Library's total budget proposed for FY2018 is \$960 thousand resulting in a 4.6% decrease from the previous fiscal year.

Finance Director Griffin presented a slide showing the general fund balance revenues, expenditures, interfund transfers out and estimated fund balance for FY2016, FY2017 and FY2018.

Finance Director Griffin presented a slide showing the proposed capital expenditures by type for FY2017 and FY2018 and detailed the following major capital expenditures: (i) street rehabilitation and roadway improvements - \$550,000 (FY2017 and FY2018), (ii) Moffett/E. Witchwood Sanitary Sewer - \$80,000 (FY2017) and \$800,000 (FY2018), (iii) E. Prospect Sanitary Sewer - \$60,000 (FY2017) and \$400,000 (FY2018), (iv) vehicles, equipment and technology replacements - \$441,000 (FY2017) and \$340,000 (FY2018), (v) water meter auto read conversion - \$375,000 (FY2017), (vi) W. Sheridan Place open space water main extension - \$400,000 (FY2017), (vii) sanitary sewer lift station improvements - \$198,000 (FY2017) and \$150,000 (FY2018), (viii) building maintenance and ADA improvements - \$167,000 (FY2017) and \$66,000 (FY2018), (ix) pedestrian bicycle path Sheridan Road/Public Safety building connection - \$132,000 (FY2017) and (x) corridor improvements, gateway signage and Center/Scranton streetscape improvements - \$82,000.

Finance Director Griffin stated the Water Fund retail rate is recommended to increase from \$6.95 to \$7.10 per thousand gallons in FY2017 and projects to be \$7.25 in FY2018 and that the CLCJAWA wholesale water rate is expected to increase from \$2.68 to \$2.73 per thousand gallons. The Water Fund policy is to maintain a rate that covers the wholesale rate, billing and reading costs, and annual capital maintenance. She concluded her presentation by sharing a chart of the 2014 property tax rates for all taxing bodies impacting Lake Bluff property owners. She noted the Village represents 9% and the Library represents 3% of the total tax bill. The combined elementary school and high school districts account for approximately 60% of the total tax bill.

Finance Director Griffin thanked Staff for their diligent efforts in preparing the two year budget and the Board for their support as we continue to work together to ensure the financial stability of the community.

Trustee Josephitis asked if all the current meters would be converted to automatic read meters. Finance Director Griffin stated the meters are comprised of the meter and transmitter. Although each home is not required to have the interior meter replaced, the transmitter must be installed to obtain the reading.

Finance Committee Chair Christensen thanked Staff for preparing the biennial budget.

As there was no public comments, President O'Hara closed the public hearing.

**21. ITEM #18 – AN ORDINANCE ADOPTING THE BIENNIAL BUDGET FOR THE VILLAGE OF LAKE BLUFF FOR THE FISCAL YEARS COMMENCING MAY 1, 2016 AND ENDING APRIL 30, 2018**

President O'Hara reported this tentative budget, in the amount of **\$14,043,941** plus **\$1,192,218** in inter-fund transfers for FY2017 and **\$13,934,293** plus **\$1,241,853** in inter-fund transfers for FY2018, includes the Village of Lake Bluff funds and the Lake Bluff Public Library funds.

President O'Hara reported the operating budget (all costs except capital and contingency) for the Village and the Library is \$10.774 million for FY2017 and \$10.966 million for FY2018, both years representing a 1.8% increase from the previous year budget.

In addition, President O'Hara reported locally, the economic climate improved in the prior fiscal year as evidenced by the 7% rise in income tax receipts estimated for FY2016; however, there continues to be significant concerns regarding the state's fiscal management and its potential effect on the municipal allocation of state-shared revenues such as income, sales, personal property replacement, and motor fuel taxes. She further reported on February 12, 2016 the Village Finance Committee discussed and recommended approval of this tentative budget document.

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

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

**22. ITEM #19 – ORDINANCES ADOPTING UPDATED BUILDING REGULATIONS (Title 9 Lake Bluff Municipal Code)**

President O'Hara reported Village policy is to consider the adoption of the latest building codes every three to four years in order to stay current with the latest technology and best practices in the industry. Accordingly, Staff has prepared the attached recommended changes to Village Ordinances to adopt the new codes. As was true in previous years, the model codes under consideration are published by the International Code Council (ICC) and the National Fire Protection Association (NFPA), or in the case of the Plumbing Code and the Accessibility Code, by the State of Illinois. She further reported the ABR discussed the proposed changes at their meetings on January 5 and February 2, and held a public hearing regarding the proposed changes on March 1, 2016. The ABR heard no objections or comment from public at the discussions or public hearing. The technical details of the latest editions of the codes are summarized in the attached memo.

President O'Hara reported Staff recommends the amendments to Chapter 1 (Administration and Enforcement) of Title IX relating to permit renewals be effective immediately after second reading in order to allow people to renew expiring permits in accordance with our new procedures as soon as possible. Approval by the State of Illinois Department of Public Health is required for the Plumbing Code amendments. After the first reading of the ordinance amending the Plumbing Code, Staff will send the ordinance to the State for approval. The Plumbing Code amendments will return to the Village Board for second reading after the State's consideration. Staff recommends the remaining amendments, relating to adopting the 2015 Codes in Chapter 2-5 and Chapter 7-18, be adopted with an effective date of July 1, 2016. This will allow people who have already begun designs to submit under the existing codes.

BCS Croak reviewed an ordinance amending the administrative and enforcement provisions of the Village's Building Regulations and noted the most significant change concerns permit renewals.

BCS Croak reviewed an ordinance amending Title IX of the Lake Bluff Municipal Code to adopt local amendments to the Illinois Plumbing Code and noted State Law requires any community that uses Lake Michigan water to establish plumbing code amendments requiring new plumbing fixtures to be water sense labeled for water conservation and to prohibit the irrigation of lawns during a six hour time period in the middle of the day. Currently, Village Code prohibits watering for a five hour time period from 12:01 to 5:00 p.m. and Staff recommends amending the irrigation hours to 11:00 a.m. to 5:00 p.m. In

addition, he stated the Plumbing Code amendments will return to the Village Board for second reading after it receives approval from the State.

BCS Croak reviewed an ordinance comprehensively amending Title IX of the Lake Bluff Municipal Code to update new building, construction and development standards. Staff recommends removal of the amendment to the International Building Code that required fire partitions to be masonry and propose the adoption of the 2015 International Energy Conservation Code.

Trustee Dewart inquired of the use of polyethylene tubing for water supply. BCS Croak stated the 2014 edition of the State Plumbing Code allowed the polyethylene tubing; however, due to concerns expressed for the tubing Staff recommends no changes and to keep the existing Village Code amendment requiring copper pipes for the Village's water supply.

As there were no further comments from the Board, Trustee Ankenman moved to approve first reading of the ordinance amending the administrative and enforcement provisions of the Village's Building Regulations. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

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

Trustee Dewart moved to approve first reading of the ordinance amending Title IX of the Lake Bluff Municipal Code to adopt local amendments to the Illinois Plumbing Code. Trustee Meyer seconded the motion.

Trustee Josephitis moved to amend the ordinance to include the provision limiting irrigation to a six hour time period from 11:00 a.m. to 5:00 p.m. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

Following a brief discussion, first reading of the ordinances passed on the following roll call vote:

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

Trustee Josephitis moved to approve first reading of an ordinance comprehensively amending Title IX of the Lake Bluff Municipal Code to update new building, construction and development standards. Trustee Christensen seconded the motion. The motion passed on the following roll call vote:

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

**23. ITEM #21 – TRUSTEE’S REPORT**

There was no Trustee's report.

**24. ITEM #22 – EXECUTIVE SESSION**

At 9:18 p.m. Trustee Christensen moved to enter into Executive Session for the purpose of discussing Property Disposition (5 ILCS 120/2(c)(6)) and Executive Session Minutes (5 ILCS 120/2(c)(21)). Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

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

Nays: (0)

Absent: (1) Grenier

There being no further business to discuss, Trustee Ankenman moved to adjourn out of executive session. Trustee Josephitis seconded the motion and the motion passed on a unanimous voice vote at 10:00 p.m.

**25. ITEM #23 – CONSIDERATION OF THE FEBRUARY 22, 2016 EXECUTIVE SESSION MEETING MINUTES**

Trustee Christensen moved to approve the February 22, 2016 Executive Session Meeting Minutes as presented. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

**26. ITEM #24 – ADJOURNMENT**

Trustee Ankenman moved to adjourn the regular meeting. Trustee Josephitis seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 10:01 p.m.

Respectfully Submitted,

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R. Drew Irvin  
Village Administrator

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Aaron Towle  
Village Clerk