

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
AUGUST 26, 2019**

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 Megan Michael called the roll.

The following were present:

Village President: Kathleen O’Hara

Trustees: Barbara Ankenman
Regis Charlot
Eric Grenier
Joy Markee
William Meyer
Aaron Towle

Also Present: Megan Michael, Village Clerk
Peter Friedman, Village Attorney
Drew Irvin, Village Administrator
Bettina O’Connell, Finance Director
Jeff Hansen, Village Engineer
Mike Croak, Building Codes Supervisor
Jake Terlap, Public Works Superintendent
Matt Smizinski, Deputy Police Chief (DPC)
Glen Cole, 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 OF THE JULY 22, 2019 VILLAGE BOARD MEETING

Trustee Markee moved to approve the July 22, 2019 Board of Trustees Regular 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. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

Susan Hoagland read her correspondence dated August 26th and asked the Village to install a drain system in the public right of way that fronts her property. She provided a copy of the letter and pictures to be incorporated in the records.

President O'Hara said the Village is seeking ways to address flooding which occurs throughout the Village and the request will be placed on the list which will be reviewed and prioritized during the budget process.

In response to a question from the audience, President O'Hara said Staff continues to work on the list.

Village Administrator Irvin said Staff has spent an enormous amount of time responding to stormwater concerns but the list increases after each rain fall event. He said the Village-wide stormwater infrastructure analysis (Study) will be completed soon and used to prioritize each project.

Following a request from Village Administrator Irvin, Village Engineer Jeff Hansen said Staff has noticed that Sylvan Road does ice during the winter but extreme weather conditions creates hazardous conditions throughout the Village and public works repeatedly salt roadways to ensure public safety. The Village does not support drainage projects constructed close to the roadways but is willing to permit the proposed project because of the problems associated with this property. Village Engineer Hansen said the Study will identify areas throughout the Village susceptible to flooding and the larger projects will be prioritized during the budget process. A discussion followed.

An audience member said Sylvan Road is located behind their property and he has never seen storm sewer drains as poor as it has been the last few years and something needs to be done. He said every resident from Glen Avenue to Gurney Avenue has a drain and he does not understand why this property does not have a drain and he hopes the Village will consider this matter.

Following a comment from an audience member, President O'Hara said the Board represents the entire Village and she cannot make any guarantees but the matter will be placed on the list for evaluation.

Steven Ballen said he lives next door to the subject property and he have noticed the flooding has gotten worse. He feels since the Village repaired his flooding problem it should also address this matter. Mr. Ballen said he does not understand the list concept and asked when the problem will be addressed. President O'Hara the budget cycle determines the timeframe for Village projects and that this matter will be placed on the list for evaluation and reviewed during the upcoming budget process.

In response to a comment from Mr. Ballen, Village Administrator Irvin explained the Village's preliminary and final budget process. He said Staff and the Village Consultant experienced in stormwater management will generate and prioritize a list of projects for review and ultimately the Board will make the final decision. A discussion followed.

5. ITEM # 5 – VILLAGE BOARD SETS THE ORDER OF THE MEETING

President O'Hara recommended taking Agenda Item #12 then return to the regular order of the meeting. There were no objections from the Board.

6. ITEM #12 – A RESOLUTION APPROVING A SITE PLAN TO MODIFY A BASEBALL FIELD IN ARTESIAN PARK, 10 EAST SHERIDAN PLACE

President O’Hara reported the Lake Bluff Park District and Youth Baseball Association are proposing to reorient Rosenthal Baseball Field so that home plate is in the northwest corner, closer to the fieldhouse. The project includes relocating a portion of the path to the northeast of the field, constructing new dugouts, installing backstop and sideline fencing, and relocating the spectator benches. The Architectural Board of Review (ABR) considered these changes at their August 14, 2019 meeting and voted 4-0 to recommend approval. President O’Hara further reported two residents from the neighborhood spoke at the ABR meeting. David Graf suggested that the Baseball Association and Park District encourage participants to park at the Middle School instead of Artesian Park, which they agreed to try to do. Also, Matt Wnek of 125 Ravine Avenue asked them to reduce the amount of stormwater runoff that travels eastward from the park. The ABR included a condition in their recommendation for approval requiring a small berm a few inches tall to be included in the evergreen buffer planting to prevent the water from going east at that spot.

In response to a question from Trustee Charlot, Village Administrator Irvin said the proposed changes should not interfere with public safety demonstrations, or if needed, life link helicopter transport services.

President O’Hara said she thinks the re-orientation is being done primarily to address safety issues.

In response to a question from Trustee Towle, Village Administrator Irvin said it is his understanding that Park District Executive Director Ron Salski and Lake Bluff School District #65 Superintendent Jean Sophie have discussed memorializing its use agreement regarding parking and the athletic fields.

An audience member expressed concern regarding parking as the result of evening events at the Middle school.

In response to a question from President O’Hara regarding event conflicts, President of the Lake Bluff Youth Baseball Association Doug Cassidy said the organization communicates with the middle school and send emails regarding upcoming school events.

Trustee Markee asked if the organization could relay parking procedures to out of town visitors. Mr. Cassidy the matter will be discussed and basic information will be posted on their website.

Following a comment from Trustee Towle, a discussion regarding parking on Prospect Avenue ensued.

In response to a question from Village Administrator Irvin, Mr. Cassidy said the plan is to begin construction immediately and he does not think the project will require any deep digging.

In response to question from Trustee Grenier, Village Administrator Irvin said he does not think the construction will create any new problems. There were concerns expressed at the ABR review process and it is his understanding that the proposed improvements will decrease the stormwater runoff.

Village Engineer Hansen said the resident which expressed concern lives two houses in a ravine then explained how the current stormwater route impacts the property. He said he viewed the plans as drainage neutral because their just shifting dirt and small improvements such as the berm will have no impact on flooding during a large storm.

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

7. ITEM #6A – WARRANT REPORT FOR AUGUST 1-15 AND 16-31, 2019 AND JULY 2019 PAYROLL EXPENDITURES

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$708,712.61 for August 1-15, 2019, expenditure of funds for payment of invoices in the amount of \$84,970.23 for August 16-31, 2019, and expenditure of funds for payroll in the amount of \$334,960.91 for July 2019 which resulted in total expenditures of \$1,128,643.75.

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

Ayes: (6) Ankenman, Charlot, Grenier, Markee, Meyer and Towle
Nays: (0)
Absent: (0)

8. ITEM #6B – FINANCE REPORT

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

- The sales tax revenue on a cash basis for FY20 through May is \$310,657, \$26,514 or 9.3% greater than the same reporting period in FY2019;
- Home rule sales tax revenue on a cash basis for FY20 through May was \$91,166, or 2.4% less than the same reporting period in FY2019 with annual administrative fees totaling \$1,385.43;
- Building Permit revenue for FY20 to date is \$91,085 or \$2,885 less than last fiscal year for the same time period;
- The May-July FY20 General Fund expenditures of \$2,491,909 are \$57,180 less than the expenditures for the same period in FY19; and
- Current expenditures are consistent with or less than the budget.

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

9. ITEM #7 – VILLAGE ADMINISTRATOR’S REPORT

Village Administrator Irvin had no report.

10. ITEM #8 – VILLAGE ATTORNEY’S REPORT

Village Attorney Peter Friedman had no report.

11. ITEM #9A – VILLAGE PRESIDENT’S REPORT: APPOINTMENT OF SUSAN RIDER TO THE JOINT PLAN COMMISSION AND ZONING BOARD OF APPEALS

President O'Hara reported subject to the consent of the Board of Trustees, the Village President appoints members to the Village's various advisory Boards and Commissions. Village President O'Hara recommends the appointment of Susan Rider to fill the last vacancy on the Joint Plan Commission and Zoning Board of Appeals, and if approved, Ms. Rider's term will expire on April 30, 2022.

President O'Hara, Trustee Grenier moved to consent to the appointment. Trustee Charlot seconded the motion. The motion passed on a unanimous voice vote.

12. ITEM #10 – ACCEPTANCE OF THE CORRESPONDENCE

President O'Hara introduced the correspondence from the Informational Reports on July 19, 26 and August 2, 9 and 16, 2019.

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

13. ITEM #11 – A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST AT 219 SOUTH WAUKEGAN ROAD FOR ANYTIME FITNESS

President O'Hara reported Anytime Fitness is planning to open a 24/7 fitness facility in the spaces where Subway and Chase Bank were in the back of the courtyard in Carriage Way Shopping Center. They are proposing one wall mounted sign consisting of channel letters on a raceway, and a tenant panel on each side of the two monument signs. The sign code currently only allows one wall sign per lot (two for corner lots). Because of this, each time a wall sign is replaced in Carriage Way, a sign code exemption is required. President O'Hara further reported at their August 14 meeting the ABR unanimously recommended approving the exemption and the sign program as presented. In preparation for the Village Board's consideration of the request, the neighboring property owners have been notified of the meeting date and a resolution has been prepared transmitting the ABR's recommendation.

In response to a comment from Trustee Meyer, BCS Mike Croak said the Village consultant provided the ABR with a draft revision to the sign code for review and elaborated on the proposed changes.

In response to a question from Trustee Markee, BCS Croak said the ABR was willing to allow monument signage to have different colored backgrounds.

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

Ayes: (6) Charlot, Grenier, Markee, Meyer, Towle and Ankenman
Nays: (0)
Absent: (0)

14. ITEM #13 – A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH CURRENT TECHNOLOGIES FOR THE VILLAGE'S COMMUTER STATION VIDEO MONITORING PROJECT AND WAIVING COMPETITIVE BIDDING

President O'Hara reported the Village received three responses to a Request for Proposals to extend the Village's video monitoring system to the Metra commuter lot as budgeted in the last and current fiscal

year. The project is consistent with the Village's intentions to improve the train depot facility. This specific project is focused on reducing vandalism, deterring of crimes, and providing an added layer of security to our commuters. The project will install 8 security cameras to monitor the Metra station entrance, interior, platform, and parking lot as well as 2 additional cameras at the Public Safety Building to monitor the Village Green.

President O'Hara reported after a review of the three proposals received, Staff recommends entering into an agreement with Current Technologies Corporation in the amount of \$25,347.93 to design, furnish, and facilitate the project. Current Technologies is the in-use service provider for the video monitoring systems within the Village. As the project involves both professional services and improvements to public facilities, Staff recommends a waiver of competitive bidding accompany the authorization of the agreement. President O'Hara further reported additional electrical, server, and networking work will be required outside the scope of this contract that will be within the Village Administrator's purchasing authority to approve. The total cost is anticipated to be under the project budget of \$50,000. Installation of the project is anticipated in September.

In response to a question from Trustee Meyer, DPC Matt Smizinski confirmed the network cameras will be digital.

In response to a question from Trustee Ankenman, DPC Smizinski said there will be a 30 day retention policy for most data and the video monitoring will be conducted within the Police Station and Highland Park dispatch center.

In response to a question from Trustee Charlot regarding community outreach, President O'Hara said she thinks notification will be communicated regarding the enhanced uptown security system and she thinks the camera and lighting combination will help to reduce criminal activity at the train station.

DPC Smizinski said crime has decreased as a result of the cleared foliage and lighting system. Also, this project allows the Village to work with ComEd to install cameras on the light poles and this should greatly enhance the project.

In response to a question from Trustee Towle, DPC Smizinski said camera surveillance signage have not been considered. A discussion followed.

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

Ayes: (6) Grenier, Markee, Meyer, Towle, Ankenman and Charlot
Nays: (0)
Absent: (0)

15. ITEM #14 – AN ORDINANCE AMENDING TITLE V OF THE LAKE BLUFF MUNICIPAL CODE REGARDING THE PROHIBITION OF GAMBLING

President O'Hara reported the Municipal Code currently prohibits gambling within the Village limits, as well as the installation of video gaming machines used for gambling following the State's enactment of the Video Gaming Act in 2009. Recently other Chicagoland communities have clarified their ordinances to ensure that new devices such as "sweepstakes machines", designed to circumvent gambling bans,

cannot lawfully be operated. More details are included in the attached news article. President O'Hara stated the proposed Ordinance would clarify and affirm that the Village's gambling ban applies to these devices as well as future such attempts to circumvent the Village's gambling prohibition.

Trustee Meyer read Section C of the draft ordinance and asked if the Village could accomplish its mission with the language as written. Village Attorney Friedman confirmed that Illinois law does allow video gambling devices, unless it is prohibited by local ordinance. The Illinois law specifically authorizes municipalities to prohibit gambling within the Village and he is confident the ordinance is worded appropriately to prohibit gambling within the Village.

In response to a question from Trustee Charlot, Village Attorney Friedman said the State statute "Charitable Games Act" specifically authorizes activities such as Church lotteries for non-profit organizations and the Village cannot interfere with the process.

Trustee Towle moved to approve first reading of the ordinance. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

16. ITEM #15 – TRUSTEE'S REPORT

There was no Trustee's report.

17. ITEM #17 – CONSIDERATION OF THE JULY 22, 2019 EXECUTIVE SESSION MEETING MINUTES

Trustee Ankenman moved to approve the July 22, 2019 Board of Trustees Executive Session Meeting Minutes as presented. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

18. ITEM #18 – ADJOURNMENT

Trustee Meyer moved to adjourn the regular meeting. Trustee Towle seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 7:47 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Megan Michael
Village Clerk