

**VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING  
JUNE 10, 2019**

**APPROVED MINUTES**

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

Village President O’Hara called the meeting to order at 7:02 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  
William Meyer

Absent: Joy Markee, Village Trustee  
Aaron Towle, Village Trustee

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  
Mike Hosking, Interim Police Chief  
Glen Cole, Assistant to the Village Administrator (A to VA)

President O’Hara extended a welcome to Trustee Regis Charlot and Clerk Megan Michael and shared information on why Trustee Joy Markee was not in attendance.

**2. PLEDGE OF ALLEGIANCE**

President O’Hara led the Pledge of Allegiance.

**3. CONSIDERATION OF THE MINUTES OF THE MAY 13, 2019 SPECIAL AND REGULAR VILLAGE BOARD MEETINGS**

Trustee Grenier moved to approve the May 13, 2019 Board of Trustees Special and Regular Meeting Minutes as presented. Trustee Meyer 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.

Howard Tessler (resident) asked when the water main replacement on Cambridge Lane would be done. The ongoing project is very disruptive and he is worried about the possibility of losing a mature oak tree. He expressed his concern regarding a lack of communication regarding the project.

Following a request from Village Administrator Irvin, Village Engineer Jeff Hansen confirmed that the weather has delayed many of the Village construction projects, but this particular project should be completed soon. The contract window permitted the work to begin by May 1, 2019 and states contractors must work diligently once the project begins and he feels this has been done. He said residents may contact him at any time regarding the project and noted there is a project representative onsite, at all times, observing the contractor.

George Russell (resident) reported that the Lake Bluff 4<sup>th</sup> of July Parade is fast approaching and provided contact information for anyone desiring to volunteer to help with the upcoming event.

**5. ITEM # 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 MAY 16-31, 2019 AND JUNE 1-15, 2019 AND MAY 2019 PAYROLL EXPENDITURES**

President O'Hara reported expenditure of Village funds for payment of invoices in the amount of \$232,206.26 for May 16-31, 2019, expenditure of Village funds for payment of invoices in the amount of \$574,025.96 for June 1-15, 2019, and expenditure of Village funds for payroll in the amount of \$307,766.67 for May 2019 which resulted in total expenditures of \$1,113,998.89.

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

Ayes: (4) Ankenman, Charlot, Grenier and Meyer  
Nays: (0)  
Absent: (2) Markee and Towle

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

Village Administrator Irvin invited the representatives from Green Minds LF/LB to the podium to being the presentation. Ms. Yuh Schabacker-Koppel provided background information regarding the organization and noted its goal is to bring more sustainable visions to each respective community.

Mr. Marcus Norman gave a presentation which elaborated on how the app was created (objective and strategy), how to find and download the app, how to use the app and next steps for the app.

Trustee Ankenman commented on her use of the app and thanked the developers.

Trustee Grenier expressed his appreciation for the content of the app which addresses what should be recycled and promotion of compost recycling.

In response to a question from Village Administrator Irvin, Ms. Koppel said currently only the type of devices and usage can be isolated not the location. A discussion followed.

President O'Hara expressed her thanks and said the app is a great asset to the community

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

Village Attorney Friedman had no report.

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

President O'Hara provided an update on the legislative actions in Springfield and commented on how the proposed legislation could impact local government municipalities, specifically, the new cannabis bill, Senate Bill 37, HSB137. She stated the Capital Bill and expanded gambling bill was passed then provided information on the local distributed fund taxes.

President O'Hara announced that the Farmers Market has begun and reported on other upcoming Village events such as the Auto Show and 4<sup>th</sup> of July Parade. Lastly, President O'Hara expressed condolences to the family of longtime resident and former Lake Bluff Park Board Commissioner Kurt Gronau

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

President O'Hara introduced the correspondence from the Informational Reports on May 10, 17, 24 and 31, 2019.

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

**11. ITEM #11 – A RESOLUTION AUTHORIZING A GRANT AGREEMENT BY AND BETWEEN THE VILLAGE OF LAKE BLUFF AND THE OFFICE OF THE SECRETARY OF STATE OF ILLINOIS FOR THE LAKE BLUFF PARK DISTRICT REGARDING IMPROVEMENTS TO SUNRISE PARK AND BEACH**

President O'Hara reported last summer the Lake Bluff Park District announced it received \$350,000 in grant funds from the Build Illinois Bond Fund to the Office of the Secretary of State for costs associated with access improvements to Sunrise Park and Beach (Grant). The Lake Bluff Park District (Park District) is the owner of Sunrise Park and Beach (Beach) and is responsible for the maintenance and operation of the Beach. Because the Grant legislation technically awarded the funds to the Village of Lake Bluff (Village) and amending the appropriation act was not possible, the Village and the Park District entered into an intergovernmental agreement "Agreement) to memorialize the respective obligations of each agency regarding the Grant and the Beach improvements on April 8, 2019. President O'Hara further reported on May 21, 2019 the Park District requested the Village execute a Secretary of State Grant Contract (Grant) by no later than Friday, May 24, 2019 in order to (i) ensure the Secretary of State could receive a signed contract by June 1, 2019 and (ii) secure the grant funds. With no planned Village Board meeting until June 10, 2019 and with limited time to act, Village Administrator Irvin executed the Grant

on behalf of the Village on Thursday, May 23, 2019. At this time, it would appropriate for the Village Board – as the proper authority to enter into the Grant contract – to ratify the Grant agreement. In addition, she reported as previously reported, it is anticipated that the Park District will bring the plans for the proposed access improvements to the Village for review later this year.

In response to a comment from Trustee Grenier, Village Administrator Irvin confirmed that the Park District is responsible for any liabilities associated with the Grant.

As there were no further comments 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: (4) Charlot, Grenier, Meyer and Ankenman  
Nays: (0)  
Absent: (2) Markee and Towle

**12. ITEM #12 – AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S GROSS FLOOR AREA AND SIDE YARD SETBACK REGULATIONS (224 East Center Avenue)**

President O’Hara reported at its regular meeting in May, the Joint Plan Commission and Zoning Board of Appeals (PCZBA) held a public hearing to consider granting the following variations concerning 224 East Center Avenue upon the application of its owners, Harry and Lois Nicol:

- A 249-foot variation (10%) from the maximum gross floor area restrictions of Section 10-5-6 to allow the construction of an addition to be used as kitchen and storage space; and
- A 1-foot, 3.5-inch variation (25.8%) from the Village’s R-4 side yard setback restrictions of Section 10-5G-2 to allow the relocation of an air conditioner condenser within the addition footprint.

President O’Hara reported at the conclusion of the public hearing, the PCZBA voted unanimously to recommend approval of the variations with the condition that the storage component of the addition shall not be converted for habitation at a later date. Additionally, within the approving motion, the PCZBA indicated that it desired for the Applicant to again contact an adjacent owner who had not provided testimony. Since the PCZBA’s meeting, the adjacent owner has provided a letter expressing no objection to the requested variations.

As there were no questions, Trustee Ankenman moved to approve first reading of the ordinance. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

**13. ITEM #13 – AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S MINIMUM FRONT YARD SETBACK REGULATIONS (407 East Prospect Avenue)**

President O’Hara reported at its regular meeting in May, the PCZBA held a public hearing to consider granting 407 East Prospect Avenue a 8.75-foot variation (44%) from the minimum front yard setback restrictions of Section 10-5-3 of the Village’s Zoning Regulations to allow the construction of an open front porch. She further reported at the conclusion of the public hearing, the PCZBA voted unanimously to recommend approval of the variation with the condition that the width of a protruding step be reduced to 5’6”, a typical step width used elsewhere in the Zoning Regulations.

Trustee Grenier commented on the letter of objection submitted by a neighbor and said that a request for a zoning variance allows the requestor an opportunity to present their information before an Advisory Board for consideration. A discussion followed.

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

**14. ITEM #14 – AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO QUEST PERFORMANCE TRAINING LLC TO OPERATE A PHYSICAL FITNESS FACILITY 500 SQUARE FEET OR GREATER IN THE VILLAGE’S L-1 LIGHT INDUSTRY ZONING DISTRICT**

President O’Hara reported at its regular meeting in May, the PCZBA held a public hearing to consider granting a special use permit to allow Quest Performance Training to operate in a multi-tenant space (Unit 22 of 910 Sherwood Terrace) within the Village’s L-1 Light Industry District. (Quest Performance Training had previously started operations and was notified they required a special use permit when they applied for a business occupancy certificate.). At the conclusion of the public hearing, the PCZBA voted unanimously to recommend approval of the special use permit with no unique conditions or restrictions.

President O’Hara reported the PCZBA additionally indicated that it wished to revisit the use restrictions in the L-1 Light Industry District in the immediate future, as the group’s consensus was that it should consider reducing the volume of zoning relief necessary to operate certain types of businesses within the L-1 Light Industry District. The PCZBA will discuss this subject at its June regular meeting.

Following a brief discussion, Trustee Meyer moved to approve first reading of the ordinance. Trustee Ankenman seconded the motion. The motion passed on a unanimous voice vote.

Trustee Meyer moved to waive second reading of the ordinance. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes:	(5)	Grenier, Meyer, Ankenman, Charlot and President O’Hara
Nays:	(0)	
Absent:	(2)	Markee and Towle

**15. ITEM #15 – TRUSTEE’S REPORT**

There was no Trustee’s report.

Village Attorney Friedman reported that possession and use of recreational cannabis will be effective once Governor Pritzker signs the bill and the January 2020 date applies to cultivation and retail sale of recreational cannabis. In response to a question from Trustee Meyer, Village Attorney Friedman said the Village has no option with regards to possession and use. The Village may prohibit retail and cultivation centers from operating within the Village, or if allowed, impose regulations on these type of businesses.

Following a brief discussion, Village Administrator Irvin said a red flag resolution will be presented at a future meeting for consideration.

President O'Hara reported that the Village received a notice regarding a proposal for a liquor license and video gambling for the new Scooters establishment and that she will be representing Lake Bluff at the June 24<sup>th</sup> hearing in Waukegan, IL.

**16. ITEM #17 – CONSIDERATION OF THE APRIL 22, 2019 AND MAY 13, 2019 EXECUTIVE SESSION MEETING MINUTES**

Trustee Meyer moved to approve the April 22, 2019 and May 13, 2019 Board of Trustees Executive Session Meeting Minutes as presented. Trustee Ankenman seconded the motion. The motion passed on a unanimous voice vote.

**17. ITEM #18 – ADJOURNMENT**

Trustee Charlot moved to adjourn the regular meeting. Trustee Meyer seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 7:58 p.m.

Respectfully Submitted,

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R. Drew Irvin  
Village Administrator

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Megan Michael  
Village Clerk