VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING  
Monday, June 26, 2023  
7:00 P.M.

Members of the public may view and participate in the meeting:

- In person at the Village Hall Board Room, 40 E. Center Ave.
- Online at [www.lakebluff.org/VirtualMeeting](http://www.lakebluff.org/VirtualMeeting)
- Dial-in to (312) 626-6799. Enter meeting ID **849 3250 5127**. Press # when prompted for a Participant ID.

The meeting will be also live-streamed at [lakebluff.org/Channel19](http://lakebluff.org/Channel19) and on public access television.

REVISED  
MEETING NOTICE AND AGENDA

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

2. **PLEDGE OF ALLEGIANCE**

3. **CONSIDERATION OF THE MINUTES OF THE JUNE 12, 2023 REGULAR VILLAGE BOARD MEETING**

4. **NON-AGENDA ITEMS AND VISITORS**  
The Village President and Board of Trustees allocate fifteen (15) minutes during this item for those individuals who would like the opportunity to address the Village Board of Trustees 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.

5. **VILLAGE BOARD SETS THE ORDER OF THE MEETING**  
The Village President and Board of Trustees will entertain requests from anyone present on the order of business to be conducted during the Village Board Meeting.

6. **VILLAGE FINANCE REPORT**  
   b) May 2023 Financial Report

7. **VILLAGE ADMINISTRATOR’S REPORT**  
   a) Sustainability and Community Enhancement Ad Hoc Committee June 20, 2023 Meeting Report  
      (Consideration of a 2 Year Exemption Request for 20+ Acre Properties from the Seasonal Ban on Gas Powered Leaf Blowers)

8. **VILLAGE ATTORNEY’S REPORT**

9. **VILLAGE PRESIDENT’S REPORT**  
   a) Appointment of Susan Wicks to the Architectural Board of Review, Paul Lemieux and Mark Dewart as Co-Chairpersons Business Advisory Ad Hoc Committee and Raffi Elchemmas as Village Clerk  
   b) Swearing-In of Village Clerk
CONSENT AGENDA

10. ACCEPTANCE OF THE CORRESPONDENCE
   Please note all correspondence was delivered to the Village Board of Trustees in the Informational Report on June 9 and 16, 2023.

11. SECOND READING OF AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S FLOOR AREA RATIO AND IMPERVIOUS SURFACE COVERAGE RESTRICTIONS (525 East Center Avenue)

12. SECOND READING OF AN ORDINANCE AMENDING TITLE 3 OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE AND THE COMPREHENSIVE FEE SCHEDULE TO ALLOW BYOB LIQUOR SERVICE (Half and Half Pizza Company located at 77 East Scranton Avenue)

OTHER BUSINESS

13. A RESOLUTION APPOINTING CLARA GABLE AS THE VILLAGE’S ALTERNATE DELEGATE TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA)

14. A RESOLUTION AUTHORIZING DISSOLUTION OF THE GOVERNMENT INFORMATION TECHNOLOGY CONSORTIUM (GovITC)

15. AN ORDINANCE GRANTING VARIATIONS TO CONSTRUCT A SECOND STORY ADDITION ON AN EXISTING DETACHED GARAGE (618 Maple Avenue, a Lake Bluff Landmark Property)

16. TRUSTEE’S REPORT

17. CONSIDERATION OF THE JUNE 12, 2023 EXECUTIVE SESSION MEETING MINUTES

18. EXECUTIVE SESSION

19. ADJOURNMENT

   R. Drew Irvin
   Village Administrator

The Village of Lake Bluff is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact R. Drew Irvin, Village Administrator, at 234-0774 or TDD number 234-2153 promptly to allow the Village of Lake Bluff to make reasonable accommodations.
1. **CALL TO ORDER AND ROLL CALL**

Village President Charlot called the meeting to order at 7:00 p.m. and Deputy Village Clerk R. Drew Irvin called the roll.

The following were present:

Village President: Regis Charlot

Trustees: Mary Cole  
Taryn Fisher  
Shana Fried  
Katharine Hatch  
Stephen Rappin

Absent: Susan Rider, Village Trustee

Also Present: Peter Friedman, Village Attorney  
R. Drew Irvin, Village Administrator  
Bettina O’Connell, Finance Director  
Matthew Smizinski, Police Chief  
Jeff Hansen, Village Engineer  
Mike Croak, Building Codes Supervisor  
Clara Gable, Assistant to the Village Administrator (AVA)

2. **PLEDGE OF ALLEGIANCE**

President Charlot led the Pledge of Allegiance.

President Charlot asked for a moment of silence in honor of Zach Porter, son of Village Trustee Susan Rider, and Lake Bluff Police Officer Jeff Jacoby then expressed condolences to the families on behalf of the Village Board.

3. **AWARDS AND PROCLAMATION**

President Charlot read the proclamation designating June 2023 *LGBTQ Pride Month.*
Village Administrator Irvin said he received an email, which he discussed with President Charlot, from a resident asking the Village to consider flying the pride flag in a prominent location within the Village. President Charlot said if there are no objections from the Board, he recommends discussing a policy regarding the type of celebrations observed within the Village at the next Committee of the Whole meeting. There were no objections from the Board.

In response to a comment from Member Fisher, President Charlot said due to the short timeframe the policy would likely govern future events.

4. CONSIDERATION OF THE MINUTES OF THE MAY 8, 2023 REGULAR VILLAGE BOARD MEETING

Trustee Fischer moved to approve the May 8, 2023 minutes as submitted. Trustee Rappin seconded the motion. The motion passed on a unanimous voice vote.

5. ITEM #5 – NON-AGENDA ITEMS AND VISITORS

President Charlot 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.

6. ITEM #6 – VILLAGE BOARD SETS THE ORDER OF THE MEETING

President Charlot stated he would, if there were no objections, take agenda items #13 and #14 then return to the regular order of the meeting. There were no objections from the Board.

7. ITEM #13 – AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S FLOOR AREA RATIO AND IMPERVIOUS SURFACE COVERAGE RESTRICTIONS (525 East Center Avenue)

President Charlot said on February 10, 2023 the Village received a zoning variation application from Tim Noffke and Cathy Srebalus (jointly, Applicant) for zoning relief necessary to construct a shed in the rear yard of the single-family residence located at 525 East Center Avenue. 525 East Center Avenue is a local historical landmark. On March 8, 2023 the Historic Preservation Commission (HPC) conducted and terminated an advisory review of the proposed shed, having no concerns or issues with the proposed work. He further stated in response to the property owner letters that went out for the Joint Plan Commission and Zoning Board of Appeals (PCZBA) public hearing, an anonymous letter was received from a resident within 300 feet of the subject property, whom opposes the request.
President Charlot said on April 19, 2023, the applicant presented their plans to the PCZBA, whom continued the public hearing after expressing a number of concerns and suggested changes including: lowering the shed height, reducing imperious surfaces if possible, adding a swale, and providing information on the trees that will replace the existing ones. The applicant resubmitted plans that addressed the PCZBA’s concerns; the size of the shed decreased from 176 sq. ft. to 154 sq. ft. and the height of the shed decreased from 14 feet to 12 feet, 1 inch. The applicant also hired Bleck Engineering to address drainage concerns and provided a plan showing five arborvitae to replace the existing trees. President Charlot further stated on May 17, 2023, the PCZBA unanimously voted (6-0) to forward a favorable recommendation to the Village Board on these requests, subject to the condition that the five arborvitae (or similar) shown on the revised site plan to the east and south of the proposed shed be at least 6’ in height (at least as tall as the existing fence).

Following a brief discussion from the Board, Trustee Fisher moved to approved first reading of the ordinance. Trustee Rappin seconded the motion. The motion passed on a unanimous voice vote.

8. **ITEM #14 – AN ORDINANCE AMENDING TITLE 3 OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE AND THE COMPREHENSIVE FEE SCHEDULE TO ALLOW BYOB LIQUOR SERVICE (Half and Half Pizza Company located at 77 East Scranton Avenue)**

President Charlot said Half and Half Pizza Company located at 77 East Scranton is currently undergoing a renovation to expand its dining room pursuant to Ordinance 2023-13 and Owner/Operator John des Rosier is now seeking the ability to allow BYOB consumption on premises of the restaurant. The Illinois Municipal Code grants all home rule and non-home rule municipalities the authority to license and regulate BYOB establishments as a public accommodation for establishments that are not licensed under the Liquor Control Act of 1934. A "public accommodation" means a refreshment, entertainment, or recreation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, or advantages are extended, offered, sold, or otherwise made available to the public. A survey of Northshore communities (attached) reveals that there is great variety in how communities have chosen to manage BYOB establishments.

President Charlot said Mr. des Rosier has operated numerous establishments in the Village while holding a variety of liquor licenses without issues during the past several years. As drafted, the proposed regulations provide certain limitations to hours of operation, prohibit customers from leaving the restaurant with open containers of alcohol and prohibit restaurant staff from serving alcohol to customers; Mr. des Rosier’s attached letter addresses his plans in regards to staff training and service offerings. The Liquor Commissioner has reviewed this request and recommends approval of the creation and issuance of the new BYOB license to Half and Half Pizza Company.
Following an invitation to come to the podium from President Charlot, John des Rosier, Owner, said the intention for Half and Half Pizza is to create a community focused centric place, accessible to everyone, and allow guests to consume beer or wine brought onto the premises. He said he does not intend to apply for a liquor license because there are many places downtown to purchase alcohol and this is a small space. President Charlot said he is grateful that there will be a casual pizza restaurant downtown.

In response to questions from Trustee Fisher, Mr. des Rosier said he is requesting 48 indoor seats in addition to the 26 outdoor dining seats and he noted the restaurant renovations have been completed pursuant to State and local regulations. Mr. des Rosier said his staff would be held to the same standards applicable to his full license restaurants (Basset trained, check ID, ensure guests do not over serve themselves, etc.). He said guest would be provided with glassware and tools needed to open their bottles; however, staff will not physically open or serve the alcohol. Mr. des Rosier said the goal is to create an opportunity for easier and more affordable dining opportunity as well as be responsible stewards of people visiting the restaurant.

In response to a question from Trustee Rappin, Mr. des Rosier said he has never operated a BYOB restaurant. Village Administrator Irvin said there have been no violations or safety issues received regarding the current licenses and said from his personal experience less alcohol is generally consumed in BYOB restaurants. Trustee Rappin said he thinks it is a great affordable idea and in keeping with Lake Bluff. A discussion followed.

In response to questions from the Board, Mr. des Rosier reviewed the proposed full-service restaurant layout and said the menu has been expanded to include salads, appetizers and desserts. Lastly, he said this would be a family driven restaurant as such a liquor license would not be needed. A discussion followed.

As there were no further questions from the Board, Trustee Rappin moved to approve first reading of the ordinance. Trustee Hatch seconded the motion. The motion passed on a unanimous voice vote.

9. ITEM #7A – WARRANT REPORTS FOR MAY 9 – JUNE 12, 2023 AND APRIL 2023

PAYROLL EXPENDITURES

President Charlot reported expenditure of Village funds for payment of invoices in the amount of $436,820.57 for May 9 – May 22, 2023, $557,140.00 for May 23 – June 12, 2023, and expenditure of payroll in the amount of $293,827.13 for April 2023 for a total amount of $1,287,787.70.

As there were no questions from the Board, Trustee Fisher made a motion to approve the warrant report. Trustee Hatch seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Cole, Fisher, Fried, Hatch, Rappin
Nays: (0)
Absent: (1) Rider
10. ITEM #7B – APRIL 2023 FINANCIAL REPORT

At President Charlot request, Finance Director Bettina O’Connell provided a brief summary of the April 2023 Financial Report highlighting major revenue sources and expenditures for the period.

- The monthly sales tax revenue on a cash basis for April of FY23 is $290,939 which is $8,078 or 2.9% greater than the FY22 cash basis receipts. Overall the sales tax revenue on a cash basis totals 3,729,935, which is $166,339 less than FY22, however calendar year to date comparisons reflect a 5.77% increase in tax revenue compared to CY22.
- Building Permit revenue for FY23 to date is $686,400, $374,197 greater than the same reporting period last fiscal year.
- General Fund FY23 total revenues of $13,260,148 are $625,758 greater than the FY22 year to date revenues.
- FY23 current expenditures are consistent with or less than budgeted for the total General Fund; the FY year to date expenditures of $11,804,473 are $229,647 less than the expenditures for the same period in FY22. However, there are still year end accounts payable payments that will be added to the FY23 totals as April invoices are paid thru June.

In response to a comment from Trustee Rappin, Finance Director O’Connell shared her perspective regarding potential sales tax trends. Village Administrator Irvin shared information regarding automotive sales tax trends and noted financial advisors have stated that sales taxes are performing extremely well.

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

11. ITEM #7C – TREASURER’S ANNUAL POLICE PENSION FUND REPORT

Following a request from President Charlot, Finance Director Bettina O’Connell said it is State Statute that a copy of the report be filed with the Village Board each year in May. The report provides an annual payment register of expenditures during the fiscal year beginning May 1, 2022 and ending April 30, 2023. Also includes is the funding ratio While the Fund is 54.08% funded it is on track to reach the 90% by the year 2040. She said less than a year ago the Fund transferred all investments to the consolidated Illinois Police Officers’ Penson Investment Fund (IPOPIF). This mandatory consolidation was created by the Illinois Legislature to pool investments taking advantage of economies of scale and greater diversification strategies. Unfortunately, a lot of the investment material is provided in arrears and the lacs allocation data they are looking to improve that, so it is difficult to say exactly what it is invested in, per entity.

In response to a comment from Trustee Fisher, Finance Director O’Connell commented on how the Village funding ratio compares to surrounding communities. A discussion followed.
In response to a question from President Charlot, Finance Director O’Connell said the criteria used for the evaluation could change; however, the primary approach would be to change the interest rate of return used for calculation. President Charlot asked if we are changing the Village’s assumption expectation to a higher level. Finance Director O’Connell said assumptions change yearly without the Pension Board necessarily making those recommendations. The mortality tables which affect the contribution calculations changes as well as payroll percentage. The pension contribution has increased with a similar pool of people but other than that they have not made specific changes to assumptions voluntarily like the interest rate. Village Administrator Irvin commented on how the modified assumptions could negatively impact the Village ratio. A discussed ensued.

Finance Director O’Connell said there are always changes to how the State calculates the funding ratio we have to consider the fluidity and ability of the fund to make payments as more of a maker and from that perspective the Village is doing great. Following a comment from Village Administrator Irvin, Finance Director O’Connell commented on the statewide pooling associated with the Police Pension Fund.

Trustee Hatch moved to accept the report. Trustee Rappin seconded the motion. The motion passed a unanimous voice vote.


Following a comment from Village Administrator Irvin, AVA Gable said the first Friday of the 2023 Farmers Market was on June 9. The market will operate on the Village Green from June 9 through October 13 (7:00 a.m. to 12:00 p.m.). She shared background information then reported on the upcoming activities planned for the 30th annual Lake Bluff Farmers Market. AVA Gable said this year’s artwork was produced by Beth McKenna and Phillip Ross. She said there will 26 returning vendors and at least 3 new vendors. The special events and entertainment schedule include musical entertainment, RC Juggles, Library Story Time, corn roast (August 11) amongst other activities. AVA Gable thanked the event sponsor Lake Forest Bank and Trust, Market Manager (Kathleen Swanton), and Farmers Market Committee (Chair Frank Swanton, Daria Andrews, Sean Bjork, Adrienne Fawcett, Lise Martin, Sarah Wnek, Kathy Sheppard).

In response to a question from Trustee Rappin, AVA Gable said the successful first day could have been a combination of attributes such as beautiful weather, social media posting, school closure, etc.

13. ITEM #8B – VILLAGE ADMINISTRATOR’S REPORT: Consideration of a Request from Lake Bluff School District 65 to Waive Permit Fees

Village Administrator Irvin reported that Lake Bluff School District 65 has submitted three permit fee waiver requests for the following three projects: the sportcourt at the Middle School, roof repairs at the Middle School, and the west parking lot paving and lighting at the Middle School and security enhancements to the Elementary School parking lot. The cost of construction for
these projects is respectively $150,000, $285,000, and $950,000 without a waiver the permit fees for these three projects would be $1,525, $2,875, and $9,525 respectively, for a total of $13,925. He said School District 65 is a qualifying organization under the Village’s Fee Waiver Policy. Waiver requests over $1,000 are subject to approval by the Village Board.

As there were no questions from the Board, Trustee Rappin made a motion to waive the building permit fee for the scope of the project, excluding any additional out of pocket cost, Trustee Cole seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Fisher, Fried, Hatch, Rappin, Cole  
Nays: (0)  
Absent: (1) Rider

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

Village Attorney Friedman had no report.

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

President Charlot reported that Trustee Rappin has been appointed as the Village Board liaison to the PCZBA for affordable housing and comprehensive land use update discussions and on behalf of the Board said we are grateful for his contribution to the Village.

President Charlot said the Village received a request from a resident regarding an exemption to the Village’s leaf blower regulations specifically for large Village parcels. He said if there are no objections, the Sustainability and Community Enhancement Ad Hoc Committee will be asked for a recommendation regarding this possible exemption to the Village’s Gas Powered Leaf Blower Ban for larger property (approximately 20 acres and over). There were no objections from the Board.

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

President Charlot introduced the correspondence delivered in the April 21 and 28, 2023 Informational Reports.

Trustee Hatch moved to accept the correspondence. Trustee Cole seconded the motion. The motion passed on a unanimous voice vote.

17. **ITEM #12 – SECOND READING OF AN ORDINANCE AMENDING TITLE I OF THE MUNICIPAL CODE OF THE VILLAGE OF LAKE BLUFF REGARDING THE COMPREHENSIVE FEE SCHEDULE**
President Charlot said at the April 24, 2023 Village Board meeting Title 8 of the Lake Bluff Municipal Code was amended to impose a stormwater utility fee. In order to implement the new utility as directed, the Annual Fee Schedule Ordinance requires the following updates:

1) Stormwater utility fee rate of $195 per Equivalent Runoff Unit (ERU).
2) Stormwater management incentives;
   a) Rain Garden – $250
   b) Runoff Rate Reduction – $250
   c) Runoff Volume Reduction – $250
   d) Runoff Water Quality – $250
   e) Rain Barrel- $25

President Charlot said the maximum lifetime incentive amount available per property for the combination of rain gardens, rate reduction, volume reduction and water quality items is $1,000. Once a property reaches $1,000 in incentive payments for these items, no more incentives will be issued to the property regardless of the ownership. Rain barrels are not subject to any maximum lifetime incentive amount. He further stated the Village Board approved first reading of this ordinance at its May 8, 2023 meeting, Village Staff has added an additional fee for Board consideration – a new $500 application fee for the fire sprinkler mandate exemption process adopted at that same meeting. Staff recommends approving the attached ordinance to amend the fee schedule.

In response to a question from Trustee Fisher, Village Administrator Irvin commented on why all Village fees and charges are set forth in the Village’s Comprehensive Fee Schedule. Trustee Fisher said she feels a great deal of thought went into this and is reflected in the ordinance which she is looking forward to supporting.

As there were no further questions, Trustee Fisher moved to approved the ordinance. Trustee Rappin seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Fried, Hatch, Rappin, Cole, Fisher
Nays: (0)
Absent: (1) Rider

18. ITEM #15 – A RESOLUTION APPROVING THE WAIVER OF COMPETITIVE BIDS AND AN AGREEMENT BETWEEN THE VILLAGE OF LAKE BLUFF AND BRIDGE BROTHERS, INC. FOR THE REPLACEMENT OF THE GLEN AVENUE FOOTBRIDGE

President Charlot said a little over a year ago, the Village Board approved an agreement between the Village of Lake Bluff and the National Philanthropic Trust to accept an anonymous donation in the sum of $400,000 for the replacement of the existing Glen Avenue pedestrian bridge. This generous gift from a resident put the Village on track to replace the bridge slightly earlier than originally programmed, which is fortunate given how the current footbridge continues to deteriorate. Over the last several months, several steps have been taken to further replacement:
1. Preliminary engineering and design work based on Bob Hunter’s, Chairman of the Village’s Architectural Board of Review (ABR), concept plan for the new bridge was completed last summer.
2. Bridge Brothers, Inc. was hired by the Village Board in October 2022 to design the new bridge as this approach was identified as the most efficient and cost-effective way to procure a quasi-custom bridge (contracting with a company that manufactures bridges off-site and having it delivered and installed to the project location).
3. Landscape plans for the bridge approaches which, along with the final bridge design were reviewed and recommended for Board approval by the ABR (May 2023).

President Charlot said the step before the Village Board now is consideration of the attached Bridge Brothers, Inc. proposal to complete the engineering and then furnish and install the bridge for a price of $325,984. The removal of the existing bridge, required site work to accommodate the new bridge, and the landscape enhancements bring the estimated total project cost $600,000. If approved as presented, it is estimated to take 20 weeks to deliver, construct and set the replacement bridge (fall of 2023). President Charlot further stated back in October, there are adequate funds in the General Fund to support the completion of this project this fiscal year. At a further savings to taxpayers, the anonymous donor has pledged an additional $6,000 to cover the cost tied to the Ipe wood decking and trim pieces (as designed), which will decrease future Village maintenance costs. Village Staff recommends that the Village Board waive the competitive bidding process and enter into an agreement with Bridge Brothers, Inc. in the amount of $325,984 to supply and install the bridge.

In response to a question from Trustee Rappin, Village Administrator Irvin said the actual cost was closer to $300,000 in the Village’s multi-year plan and the Village could be spending a significant amount of money depending on the cost of materials. He commented on why it made sense for the Village to waive competitive bidding and hire the proposed firm. He said there will be expenditures for the additional scope of work including the abutments, sheet piling and final landscaping.

In response to a comment from President Charlot, Village Administrator Irvin confirmed that the project was in good standing with the adjacent neighbors and he noted that the proposed benches for the north side were removed from the plan. A discussion followed.

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

Ayes: (5) Hatch, Rappin, Cole, Fisher, Fried
Nays: (0)
Absent: (1) Rider
19. **ITEM #16 – A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH INTERDEV, LLC (Managed IT & Security Services)**

President Charlot said for the past 8 years, the Village has been part of an Information Technology Consortium (GovITC) made up of 6 communities that joined forces to (i) develop and share IT services, staffing and equipment, and (ii) find efficiencies, reduce risk, and provide a collaborative environment for innovation and continuous improvement. While the consortium was successful in (i) reducing certain expenses and (ii) elevating IT service and security, the lack of uniform operating environments and changing organizational expectations hampered GovITC’s success.

President Charlot said at this time, the two largest members of GovITC are looking to dissolve the consortium to pursue different service arrangements to further their respective organizational goals just as GovITC’s service contract with InterDev concludes at the end of June. To ensure IT services for the Village, a procurement process was initiated and proposals were solicited from the three IT firms that recently provided proposals to the consortium since they were familiar with the Village’s operating environment and service level standards. After analysing the proposals, staff believes that the 3-year proposal submitted by InterDev, LLC – the firm that has been the contractor for the consortium since day one – demonstrates:

- their capability to meet or exceed requirements set forth in the scope of work,
- how they can build on our existing relationship and address current and future needs and trends in the industry (chiefly, security), and
- their affordability of services ($115,644/year with an annual escalator not to exceed 5% per year for the initial 3-year term, and under no circumstances 18% over the possible full 5-year engagement was the most cost-effective proposal).

President Charlot said Village Staff has been very satisfied with InterDev’s services to date and recommends approval of the agreement as presented.

In response to a comment from Trustee Rappin, Village Administrator Irvin said that in the final year the Village was approached by the IT provider attempting to negotiate an increase in services; however, the consortium did not agree to the changes. He commented on how the Village benefited from being part of the consortium and that future consideration for intergovernmental agreement for backup services/storage was forthcoming.

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

Ayes: (5) Rappin, Cole, Fisher, Fried, Hatch
Nays: (0)
Absent: (1) Rider

20. **ITEM #17 – TRUSTEE’S REPORT**
There was no Trustee’s report.

21. **ITEM #18 – EXECUTIVE SESSION**

President Charlot stated this concludes the open session, upon the adjournment of closed session, there will be no further public business, and the public meeting will close automatically.

At 8:12 p.m. Trustee Cole moved to enter into Executive Session for the purpose of discussing Personnel (5 ILCS 120/2(c)(2)) and adjourn at the conclusion of the closed session. Trustee Fisher seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Cole, Fisher, Fried, Hatch, Rappin
Nays: (0)
Absent: (1) Rider

The meeting ended at 8:28 p.m.

______________________________
R. Drew Irvin
Deputy Village Clerk
VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION

Subject:  WARRANT REPORT FOR JUNE 13 – JUNE 26, 2023
AND MAY 2023 PAYROLL EXPENDITURES

Action Requested:  APPROVAL OF DISBURSEMENTS (Roll Call Vote)

Originated By:  DIRECTOR OF FINANCE

Referred To:  VILLAGE BOARD

Summary of Background and Reason For Request:


Expenditure of Village funds for payment of payroll in the amount of $289,258.01 for May 2023.

Total Expenditures of $380,563.67

Reports and Documents Attached:


   The Invoice Register Report shows checks with a status of “open” or “paid”. All checks with the status of “open” are computer generated checks for the Board’s final approval. Checks with the status of “paid” are checks processed manually.


Village Administrator’s Recommendation:

Approval of Warrant and Payroll in the total amount of $380,563.67

Date Referred to Village Board: 6/26/2023
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**Vendor BCBS - BLUECROSS BLUESHIELD OF IL:**

**23JULYHMO**

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**Vendor BRIDGEBRO - BRIDGE BROTHERS INC.:**

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**Vendor BURRISEQ - BURRIS EQUIPMENT CO.:**

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**Vendor CLARKE - CLARKE ENVIRONMENTAL MOSQUITO:**

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Total for vendor FIRSTMIDW - FIRST MIDWEST BANK: 5,839.74

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Total for vendor FISHWINDOW - FISH WINDOW CLEANING: 695.00

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Vendor SWANTONK - KATHLEEN SWANTON:
GRIDLEY JUNE 2023

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**Vendor MISCELLANEOUS - MARK STOLZENBURG:**
- 3,000.00

**Vendor MCSQUARED - MC SQUARED ENERGY:**
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**Vendor MENARD'S:**
- 872.90

**Vendor MES-ILL - MUNICIPAL EMERGENCY SERVICES:**
# Invoice Register Report for Village of Lake Bluff

**User:** gciolek  
**DB:** Lake Bluff  
**EXP Check Run Dates:** 06/13/2023 - 06/26/2023  
**Both Journalized and Unjournalized Open and Paid**  
**Bank Code:** GENCK

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**IN1886962**

**74664**  
**Municipal Emergency Services**  
*06/07/2023*  
**Preventative Maintenance on Gas**  
**ngusterine**  
**001-730-41200**  
**Maintenance-Equipment**  
**Total for vendor MES-Ill - Municipal Emergency Services:**

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**Vendor NAPAPARTS - NAPA Auto Parts:**

*897024*

**74667**  
**NAPA Auto Parts**  
*06/08/2023*  
**4 Cycle Gas for Pump**  
**ngusterine**  
**001-730-43570**  
**Operating Supplies**  
**Total for vendor NAPAPARTS - NAPA Auto Parts:**

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**897717**

**74677**  
**NAPA Auto Parts**  
*06/13/2023*  
**Oil, Fuel & Cabin Filters for Sqd**  
**gciolek**  
**001-710-43640**  
**Maintenance Supplies-Vehicles**  
**Total for vendor NAPAPARTS - NAPA Auto Parts:**

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**898388**

**74678**  
**NAPA Auto Parts**  
*06/19/2023*  
**#21 New Battery**  
**gciolek**  
**001-710-43640**  
**Maintenance Supplies-Vehicles**  
**Total for vendor NAPAPARTS - NAPA Auto Parts:**

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**897571**

**74679**  
**NAPA Auto Parts**  
*06/13/2023*  
**Hand Cleaner: Pub Wks**  
**gciolek**  
**001-880-43660**  
**Maintenance Supplies-Building**  
**Total for vendor NAPAPARTS - NAPA Auto Parts:**

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**895772**

**74680**  
**NAPA Auto Parts**  
*05/30/2023*  
**Credit- Returned Item From Invoice**  
**gciolek**  
**001-870-43640**  
**Maintenance Supplies-Vehicles**  
**Total for vendor NAPAPARTS - NAPA Auto Parts:**

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**Vendor NCCPETER - NCC Petersen Products:**

*89523*

**74635**  
**NCC Petersen Products**  
*06/01/2023*  
**Janitorial Supplies**  
**mcroak**  
**001-880-41000**  
**Janitorial Supplies**  
**Total for vendor NCCPETER - NCC Petersen Products:**

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**89646**

**74708**  
**NCC Petersen Products**  
*06/20/2023*  
**Janitorial Supplies: Pub Wks**  
**gciolek**  
**001-880-43660**  
**Maintenance Supplies-Building**  
**Total for vendor NCCPETER - NCC Petersen Products:**

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<td>1,059.97</td>
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<td>WIRELESS COMMUNICATION 5/2-6/1</td>
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<tr>
<td>001-730-43210</td>
<td>WIRELESS COMM FIRE</td>
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<td></td>
<td>141.97</td>
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<td></td>
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<td>06/26/2023</td>
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<td>001-710-43210</td>
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<td></td>
<td>290.03</td>
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<td>06/26/2023</td>
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<td>001-880-43210</td>
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<td>06/26/2023</td>
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<td>WIRELESS COMM ADMIN</td>
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<td>06/26/2023</td>
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<td>001-660-43210</td>
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<td>06/26/2023</td>
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<td>SOD CAR WIRELESS ACCESS CAD SYSTEM</td>
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<td>270.02</td>
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<td>06/26/2023</td>
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<tr>
<td>046-800-43210</td>
<td>WATER DEPT IPAD</td>
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<td>36.01</td>
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<td></td>
<td>06/26/2023</td>
</tr>
<tr>
<td></td>
<td>Total for vendor VERIZON - VERIZON WIRELESS:</td>
<td></td>
<td></td>
<td>1,059.97</td>
<td></td>
<td></td>
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<td>1,059.97</td>
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<tr>
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<td>Vendor VICTORST - VICTOR STANLEY, LLC:</td>
<td></td>
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<tr>
<td>S153243</td>
<td>VICTOR STANLEY, LLC</td>
<td>06/07/2023</td>
<td>06/26/2023</td>
<td>4,342.00</td>
<td>4,342.00</td>
<td>Open</td>
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<td>06/26/2023</td>
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<tr>
<td>74672</td>
<td>TRASH &amp; RECYCLE CONTAINERS</td>
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<td></td>
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<tr>
<td>001-840-45900</td>
<td>MINOR EQUIPMENT</td>
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<td></td>
<td>4,342.00</td>
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<td></td>
<td></td>
<td>06/26/2023</td>
</tr>
<tr>
<td>Inv Num</td>
<td>Vendor</td>
<td>Description</td>
<td>GL Distribution</td>
<td>Inv Date</td>
<td>Due Date</td>
<td>Inv Amt</td>
<td>Amt Due</td>
<td>Status</td>
</tr>
<tr>
<td>---------</td>
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<td>----------</td>
<td>---------</td>
<td>---------</td>
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</tr>
<tr>
<td>74693</td>
<td>VILLAGE OF LAKE BLUFF</td>
<td>WATER USAGE:P WKS ADMIN 3/14-6/14</td>
<td>gciolek</td>
<td>06/15/2023</td>
<td>06/26/2023</td>
<td>85.02</td>
<td>85.02</td>
<td>Open</td>
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</table>

| Total for vendor VLBWATER - VILLAGE OF LAKE BLUFF: | 374.66 | 374.66 |

<table>
<thead>
<tr>
<th>Inv Num</th>
<th>Vendor</th>
<th>Description</th>
<th>GL Distribution</th>
<th>Inv Date</th>
<th>Due Date</th>
<th>Inv Amt</th>
<th>Amt Due</th>
<th>Status</th>
<th>Jnlized</th>
<th>Post Date</th>
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<tbody>
<tr>
<td>74706</td>
<td>VISION SERVICE PLAN</td>
<td>VISION INSURANCE PREMIUM PARK</td>
<td>boconnell</td>
<td>06/21/2023</td>
<td>06/21/2023</td>
<td>152.97</td>
<td>152.97</td>
<td>Open</td>
<td>N</td>
<td>06/21/2023</td>
</tr>
</tbody>
</table>

| Total for vendor VISIONSE - VISION SERVICE PLAN: | 655.98 | 655.98 |
## INVOICE REGISTER REPORT FOR VILLAGE OF LAKE BLUFF

**EXP CHECK RUN DATES 06/13/2023 - 06/26/2023**  
**BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID**  
**BANK CODE: GENCK**

### GL Distribution

<table>
<thead>
<tr>
<th>Inv Num</th>
<th>Vendor</th>
<th>Inv Date</th>
<th>Due Date</th>
<th>Inv Amt</th>
<th>Amt Due</th>
<th>Status</th>
<th>Jrnlized</th>
<th>Post Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor WENTWORTH - WENTWORTH TIRE SERVICE :</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>40068993</td>
<td>WENTWORTH TIRE SERVICE</td>
<td>06/14/2023</td>
<td>06/26/2023</td>
<td>291.82</td>
<td>291.82</td>
<td>Open</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>74666</td>
<td>REPLACEMENT TIRES FOR THE FD BOAT</td>
<td>ngusterine</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>001-730-41100 MAINTENANCE-VEHICLES</td>
<td>291.82</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
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</table>

Total for vendor WENTWORTH - WENTWORTH TIRE SERVICE :

| # of Invoices: | 70 | # Due: | 68 | Totals: | 91,379.94 | 75,692.94 |
| # of Credit Memos: | 2 | # Due: | 2 | Totals: | (74.28) | (74.28) |

Net of Invoices and Credit Memos:

| 91,305.66 | 75,618.66 |

* 1 Net Invoices have Credits Totalling:

| (305.40) |

--- TOTALS BY FUND ---

| 001 - GENERAL FUND | 87,563.75 | 74,936.07 |
| 046 - WATER FUND | 3,741.91 | 682.59 |

--- TOTALS BY DEPT/ACTIVITY ---

<p>| 100 - ASSET | 7,618.50 | 7,618.50 |
| 200 - LIABILITIES | 12,201.62 | 12,201.62 |
| 300 - REVENUE | 300.00 | 300.00 |
| 610 - ADMINISTRATORS OFFICE | 5,027.80 | 5,027.80 |
| 620 - FINANCE | 12,253.52 | 1,902.84 |
| 650 - BOARDS &amp; COMMITTEES | 3,800.89 | 3,800.89 |
| 660 - COMMUNITY DEVELOPMENT | 193.33 | 193.33 |
| 680 - VILLAGE HALL | 1,097.33 | 1,097.33 |
| 710 - POLICE SWORN | 9,929.21 | 7,652.21 |
| 711 - PUBLIC SAFETY SUPPORT SERVIC | 101.60 | 101.60 |
| 730 - FIRE PROTECTION | 1,275.67 | 1,275.67 |
| 740 - PUB SAFETY BLDG | 996.17 | 996.17 |
| 800 - WATER | 3,741.91 | 682.59 |
| 830 - STREETS | 11,975.36 | 11,975.36 |
| 840 - SANITATION | 4,342.00 | 4,342.00 |
| 850 - FORESTRY | 731.07 | 731.07 |
| 860 - PARKS/PARKWAYS | 13,404.60 | 13,404.60 |
| 870 - SEWERS | 352.95 | 352.95 |
| 880 - PW FACILITY | 1,962.13 | 1,962.13 |</p>
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<tr>
<th>FUND</th>
<th>DEPARTMENT</th>
<th>MAY ACTUAL</th>
<th>YR-TO-DATE ACTUAL</th>
<th>BUDGET</th>
<th>EXPENDED</th>
<th>YR-TO-DATE ACTUAL</th>
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<tr>
<td>610</td>
<td>Administrative</td>
<td>33,619.95</td>
<td>33,620</td>
<td>492,500</td>
<td>6.83%</td>
<td>30,475</td>
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<tr>
<td>620</td>
<td>Finance</td>
<td>16,826.86</td>
<td>16,827</td>
<td>226,000</td>
<td>7.45%</td>
<td>16,298</td>
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<tr>
<td>660</td>
<td>Community Develop</td>
<td>14,617.69</td>
<td>14,618</td>
<td>197,000</td>
<td>7.42%</td>
<td>13,892</td>
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<tr>
<td>680</td>
<td>Village Hall Bldg</td>
<td>876.32</td>
<td>876</td>
<td>12,000</td>
<td>7.30%</td>
<td>852</td>
</tr>
<tr>
<td>710</td>
<td>Police Sworn</td>
<td>131,370.36</td>
<td>131,370</td>
<td>1,948,208</td>
<td>6.74%</td>
<td>141,579</td>
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<tr>
<td>711</td>
<td>Police Support Serv</td>
<td>10,489.80</td>
<td>10,490</td>
<td>176,000</td>
<td>5.96%</td>
<td>10,875</td>
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<tr>
<td>730</td>
<td>Fire</td>
<td>27,948.10</td>
<td>27,948</td>
<td>470,000</td>
<td>5.95%</td>
<td>27,094</td>
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<tr>
<td>890</td>
<td>Public Safety Bldg</td>
<td>876.34</td>
<td>876</td>
<td>12,300</td>
<td>7.12%</td>
<td>852</td>
</tr>
<tr>
<td>830</td>
<td>Streets</td>
<td>28,326.00</td>
<td>28,326</td>
<td>358,000</td>
<td>7.91%</td>
<td>27,390</td>
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<tr>
<td>840</td>
<td>Sanitation</td>
<td>560.00</td>
<td>560</td>
<td>8,000</td>
<td>7.00%</td>
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<tr>
<td>850</td>
<td>Forestry</td>
<td>3,512.15</td>
<td>3,512</td>
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<tr>
<td>860</td>
<td>Parks &amp; Parkways</td>
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<td>1,024</td>
<td>45,000</td>
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<td>996</td>
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<tr>
<td>870</td>
<td>Sewer</td>
<td>7,041.98</td>
<td>7,042</td>
<td>96,700</td>
<td>7.28%</td>
<td>6,925</td>
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<tr>
<td>820</td>
<td>Sewer</td>
<td>7,041.98</td>
<td>7,042</td>
<td>96,700</td>
<td>7.28%</td>
<td>6,925</td>
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<tr>
<td>224,733</td>
<td>229,000</td>
<td>12,168.10</td>
<td>12,168</td>
<td>238,000</td>
<td>5.11%</td>
<td>17,031</td>
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<tr>
<td>4,064,631</td>
<td>4,270,450</td>
<td>289,258.01</td>
<td>289,258</td>
<td>4,360,708</td>
<td>6.63%</td>
<td>300,790</td>
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</table>

The Village pays employees bi-weekly; there will be three payrolls in June and December.
Subject: MAY 2023 FINANCIAL REPORT

Action Requested: CONSIDERATION OF MONTHLY FINANCIAL REPORT
(Voice Vote)

Originated By: DIRECTOR OF FINANCE

Referred To: VILLAGE BOARD

Summary of Background and Reason For Request:

Attached for your consideration is the May 2023 Financial Report. Noteworthy items found in this monthly report include:

- The monthly sales tax revenue on a cash basis for May of FY24 is $276,872 which is $38,659 or 16.2% greater than the FY23 cash basis receipts for the same period.

- General Fund FY24 total revenues of $1,246,828 are $174,597 greater than the FY23 year to date revenues.

- FY24 current expenditures are consistent with or less than budgeted for the total General Fund; the FY year to date expenditures of $449,994 are $13,976 less than the expenditures for the same period in FY23.

Reports and Documents Attached:


Date Referred to Village Board: June 26, 2023
May 2023 Monthly Financial Report
VILLAGE OF LAKE BLUFF
MEMORANDUM

TO: Village President and Board of Trustees
Drew Irvin, Village Administrator

FROM: Bettina K. O’Connell, Director of Finance

DATE: June 23, 2023

SUBJECT: May 2023 Monthly Report

Treasury Report – Exhibit A
Attached is the two-page Treasury Report for May 2023. The total cash and investments in the treasury for the governmental and water funds are $16,792,911.34 plus $12,177,473.60, for the Police Pension Fund. The Illinois Police Officers’ Pension Investment Fund (IPOPIF) balance in the consolidated investment fund is reported as of April 2023.

Investment Report – Exhibit B
Attached is the Investment Report for May 31, 2023. The current value of governmental short-term investments is $518,520.98. The Village investments are managed within the guidelines of the Village’s Cash Management and Investment Policy.

Budget Analysis Report – Exhibit C
Attached is the Budget Analysis Report for May 2023. The revenues in Exhibit C reflect actual and estimated receipts. Below is more specific information about the major revenues and expenditures by fund. The General and Water Funds revenues and expenditures that exceed or are under 20% of the prior year amounts are highlighted on Exhibit C.

General Fund Revenue History – Exhibit D
Attached is a historical snapshot of General Fund Revenues by type.

General Fund Revenues:
Property Tax revenue is received predominately in June and September, as the taxes are due by the first week of those months. The 2022 property tax extension is $3,700,177, a 5.0% increase from the 2021 extension of $3,523,979. The Village’s EAV increased .76% to $580,803,971. The General Fund receives 46.60% or $2,229,523 of the monies. The IMRF, FICA and Police Pension Funds receive the balance of the revenues of $1,470,654. Please note that the Police Pension property taxes are recorded as a revenue in the General Fund and a transfer out of the General Fund into the Police Pension Fund in compliance with GASB.

Sales Tax Revenue (non-home rule 1% and local use tax) is shown in table format on the next page. The monthly revenue on a cash basis for May of FY24 is $276,872 which is $38,659 or 16.2% greater than the FY23 cash basis receipts for the same period. The FY23 revenue of $3,729,935 is 4.3% or $166,339 less than FY22. The monthly revenue on a cash basis for FY22 was $3,896,273, which is $518,475 or 15.3% greater than the FY21 revenues while the monthly revenue on a cash basis for FY21 was $3,377,799, which is $8,415 or 0.2% less than FY20 cash basis receipts of $3,386,214.

The chart on page 4 shows the non-home rule sales tax by month for the calendar years 2014 to date, along with a historical monthly comparison. These figures represent the gross sales tax monies received. The data and graphs on page 5 provide annual calendar year tax revenues by commercial sector, along with five prior years of history.
## Sales Tax By Month

<table>
<thead>
<tr>
<th>Month</th>
<th>FY2023-24 Revenue (A)</th>
<th>FY2022-23 Revenue (B)</th>
<th>$ Change FY23 to FY24 (A-B)</th>
<th>FY2021-22 Revenue [C]</th>
<th>$ Change FY22 to FY23 (B-C)</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 2023</td>
<td>$276,872</td>
<td>$238,213</td>
<td>$38,659</td>
<td>$233,904</td>
<td>$4,309</td>
</tr>
<tr>
<td>June</td>
<td>$297,622</td>
<td>$308,481</td>
<td>$10,859</td>
<td>$341,144</td>
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<tr>
<td>July</td>
<td>$335,890</td>
<td>$322,652</td>
<td>$13,238</td>
<td>$409,471</td>
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<tr>
<td>August</td>
<td>$300,818</td>
<td>$311,529</td>
<td>$10,711</td>
<td>$336,012</td>
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<tr>
<td>September</td>
<td>$318,891</td>
<td>$309,471</td>
<td>$19,420</td>
<td>$313,202</td>
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</tr>
<tr>
<td>October</td>
<td>$292,233</td>
<td>$304,625</td>
<td>$12,392</td>
<td>$303,625</td>
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</tr>
<tr>
<td>November</td>
<td>$307,733</td>
<td>$304,500</td>
<td>$3,233</td>
<td>$292,500</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>$310,871</td>
<td>$315,630</td>
<td>$4,759</td>
<td>$304,630</td>
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</tr>
<tr>
<td>FY Total</td>
<td>$276,872</td>
<td>$3,729,935</td>
<td>$38,659</td>
<td>$3,896,273</td>
<td>$4,309</td>
</tr>
<tr>
<td>FY Monthly Average</td>
<td>$276,872</td>
<td>$310,828</td>
<td>$324,689</td>
<td>$310,828</td>
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</tr>
</tbody>
</table>

### Home Rule Sales Tax

Home rule sales tax became effective January 1, 2006 with actual receipts shown below. By statute, this 1% tax does not apply to food/medicines and titled products such as autos. The monthly revenue on a cash basis for May of FY24 is $91,655 which is $10,781 or 13.33% greater than the FY23 cash basis receipts for the same period. The total revenue on a cash basis for FY23 was $1,356,318, which is $126,925 or 9.9% greater than the FY22 cash basis receipts of $1,229,393. The FY22 total of $1,229,393, was $304,539 or 32.9% greater than FY21 cash basis receipts of $924,824. The chart on page 4 shows the historical home rule sales tax by month along with a monthly comparison.
HOME RULE SALES TAX REVENUE

Target Development First Full Month - Aug 2015

Home Rule Sales Tax Annual with Monthly Comparison

- December
- November
- October
- September
- August
- July
- June
- May
- April
- March
- February
- January
Village of Lake Bluff

SALES TAX BY COMMERCIAL SECTOR
By Calendar Year thru the 1st Quarter Ending March 2023

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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<th></th>
<th></th>
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</thead>
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<tr>
<td>Gen. Merchandise</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>316,807</td>
<td>350,061</td>
<td>77,701</td>
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<td>Food</td>
<td>225,053</td>
<td>224,065</td>
<td>247,996</td>
<td>229,364</td>
<td>238,788</td>
<td>53,319</td>
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<td>Drinking &amp; Eating Places</td>
<td>134,154</td>
<td>123,704</td>
<td>129,642</td>
<td>149,702</td>
<td>160,913</td>
<td>36,487</td>
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<td>Apparel</td>
<td>1,460</td>
<td>2,303</td>
<td>0</td>
<td>6,744</td>
<td>11,252</td>
<td>3,320</td>
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<tr>
<td>Furniture &amp; H.H. &amp; Radio</td>
<td>20,344</td>
<td>17,459</td>
<td>18,038</td>
<td>31,794</td>
<td>334,992</td>
<td>66,754</td>
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<tr>
<td>Lumber, Bldg., Hardware</td>
<td>4,953</td>
<td>4,385</td>
<td>2,767</td>
<td>4,447</td>
<td>6,647</td>
<td>1,737</td>
</tr>
<tr>
<td>Automotive &amp; Filling Stations</td>
<td>430,931</td>
<td>386,304</td>
<td>383,496</td>
<td>122,983</td>
<td>188,134</td>
<td>32,804</td>
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<tr>
<td>Manufacturers</td>
<td>4,953</td>
<td>4,385</td>
<td>2,767</td>
<td>4,447</td>
<td>6,647</td>
<td>1,737</td>
</tr>
<tr>
<td>Total</td>
<td>3,061,801</td>
<td>3,176,019</td>
<td>3,071,495</td>
<td>3,676,427</td>
<td>3,494,256</td>
<td>839,232</td>
</tr>
</tbody>
</table>

NOTES:
1. Sales tax revenue by municipality is reported by Illinois Department of Revenue on a quarterly basis. There is approximately a one quarter lag in reporting by IDOR.
2. Blank categories have less than 4 taxpayers, therefore no data is shown to protect confidentiality, those totals are included in the `agriculture & all others` category.
Other Taxes category encompasses state income, personal property replacement, and the demolition tax. FY24 income tax revenue to date is $135,771. FY23 income tax revenue was $916,267 or 10.92% greater than the FY22 YTD revenue. According to the Illinois Department of Revenue increases can be attributed to both legislative changes and genuine growth. FY22 income tax revenue was $826,041 or 25% greater than the prior year. According to the Illinois Department of Revenue the distribution increases in corporate tax receipts resulted in much higher October Personal Property Replacement Tax (PPRT) and Income Tax disbursements. Below is a chart showing the income tax revenues by month.
Utility Taxes category is comprised of a tax on electric, natural gas, and telecommunications usage. The tax is 5% of the distribution, supply, furnishing or sale of natural gas and electricity consumed within the Village with the electric tax being based on tiers of kilowatt hour usage. The telecommunications tax is 5% of the gross charge for the act or privilege of originating or receiving telecommunications in the Village and all services rendered in connection therewith.

North Shore Gas utility tax revenues are received quarterly in June (for February-April), September (for May-July), December (for August-October), and February (for November-January).

FY23 YTD Natural Gas utility tax on a cash basis is $205,981. FY22 Natural Gas utility tax on a cash basis is $200,893. Below is a table showing the Natural Gas utility tax revenue by fiscal year with the dollar and percentage change from prior years.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Total Natural Gas Tax Revenue</th>
<th>$ Change from PY</th>
<th>% Change from PY</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>146,944</td>
<td>24,832</td>
<td>-14%</td>
</tr>
<tr>
<td>13</td>
<td>147,072</td>
<td>128</td>
<td>0%</td>
</tr>
<tr>
<td>14</td>
<td>218,129</td>
<td>71,057</td>
<td>48%</td>
</tr>
<tr>
<td>15</td>
<td>211,628</td>
<td>-6,501</td>
<td>-3%</td>
</tr>
<tr>
<td>16</td>
<td>144,777</td>
<td>-66,851</td>
<td>-32%</td>
</tr>
<tr>
<td>17</td>
<td>155,751</td>
<td>10,974</td>
<td>8%</td>
</tr>
<tr>
<td>18</td>
<td>164,272</td>
<td>8,521</td>
<td>5%</td>
</tr>
<tr>
<td>19</td>
<td>170,005</td>
<td>5,733</td>
<td>3%</td>
</tr>
<tr>
<td>20</td>
<td>133,252</td>
<td>-36,753</td>
<td>-22%</td>
</tr>
<tr>
<td>21</td>
<td>148,089</td>
<td>14,837</td>
<td>11%</td>
</tr>
<tr>
<td>22</td>
<td>200,893</td>
<td>52,804</td>
<td>36%</td>
</tr>
<tr>
<td>23</td>
<td>205,981</td>
<td>5,088</td>
<td>3%</td>
</tr>
</tbody>
</table>
ComEd electric tax revenue for FY24 to date is $43,463.34. FY23 revenue was $303,312, 4.15% less than the prior year. FY22 revenues of $316,301 are .11% greater than FY21.

Telecomm taxes are remitted to the Village by the State; actual receipts lag about 3-4 months from the liability period. The FY24 revenue to date is $17,222 or 5.62% less than the same period last year. The FY23 revenue of $192,690 is 4.55% less than FY22, while FY22 revenue to date was $201,883 or 5.55% greater than the prior year.

Below is a historical chart showing the utility taxes (from various sources), ComEd electric, and the North Shore natural gas utility taxes by fiscal year to date. Given the more efficient appliances, consumer conservation habits, and varying fuel prices, projections are that this revenue source will not likely rise to prior levels.

Building Permit revenue for FY24 to date is $51,275. FY23 total revenue was $686,400. The FY22 revenue of $374,197 declined 2% from last fiscal YTD revenues. FY21 revenue of $381,610 was greater than FY20. FY20 revenue of $357,229 was $41,837 less than last fiscal. FY2019 was $399,066 compared to $528,010 for May-April of 2018. This 24.4% difference is in part due to the interior remodeling project at 71 S. Waukegan Road (p/k/a Deerpath Medical building). April FY2018 revenues were $528,010 compared to $586,800 for the same period in 2017. This $58,790 variance can be attributed to the one-time additional revenue received from the Fresenius Medical Building project at 101 Waukegan Rd. The following is a graph of the historical building permit revenues.
Sewer charge revenue for FY24 to date is 13,958. FY23 revenue was $170,430 a decline from FY22 revenue of $181,541, while FY21 was $159,638. The sewer charge is billed at the rate of $1.10 per thousand gallons of water used with a credit during the billing months of August-October for water presumed for lawn irrigation purposes.

**General Fund Expenditures:**
FY24 YTD expenditures of $449,994 are $13,976 less than the expenditures for the same period in FY23, however there may still be year-end accounts payable payments added to the FY23 totals as April invoices are paid thru June.

**Water Sales Revenue:**
The water sales in dollars for FY24 to date is $105,708 compared to $95,793 for the FY23 YTD billings.

**Water Purchases Expense:**
A water purchase comparison for FY17 to date is provided below. Effective May 1, 2023, the CLCJAWA wholesale water rate increased from $1.68 to $1.80 per 1,000 gallons of water purchased.
**Special Revenue, Capital Projects, and Debt Service Funds:**

The revenues and expenditures for these funds are consistent with their specified purpose. The IMRF and FICA funds expenditures are financed by property tax revenues. The Motor Fuel Tax Fund (MFT) receives allotments each month from the state to be used exclusively for roadway improvements. In June 2016, the Board passed a resolution approving an IGA establishing a Joint Emergency Telecommunications System Board (JETSB) as required under the Emergency Telephone Systems Act. Pursuant to the JETSB consolidation, the Village was required to remit the monies in its E911 Fund to the JETSB. However, as the IGA allows the Village has requested and receives much of this money back as a reimbursement for 95% of the joint dispatching costs paid to Glenview.
For the Month Ending May 31, 2023

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>#</th>
<th>Beginning Cash Balance</th>
<th>Cash Receipts</th>
<th>Disbursements</th>
<th>Inter-Fund Transfers/Other Transactions</th>
<th>May 31, 2023 Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Acct. Pay/EFT</td>
<td>Pension Benefits</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Gross Payroll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>1</td>
<td>10,380,229.09</td>
<td>844,610.96</td>
<td>284,958.19</td>
<td>277,090.00</td>
<td>10,662,791.86</td>
</tr>
<tr>
<td>IMRF</td>
<td>7</td>
<td>213,481.88</td>
<td>7,069.20</td>
<td>5,233.57</td>
<td></td>
<td>215,317.51</td>
</tr>
<tr>
<td>Foreign Fire Tax</td>
<td>10</td>
<td>88,916.09</td>
<td>0.80</td>
<td>3,061.57</td>
<td></td>
<td>85,855.32</td>
</tr>
<tr>
<td>Social Security</td>
<td>14</td>
<td>71,205.53</td>
<td>8,511.26</td>
<td>21,523.96</td>
<td></td>
<td>58,192.83</td>
</tr>
<tr>
<td>Motor Fuel Tax</td>
<td>29</td>
<td>1,021,064.88</td>
<td>24,439.99</td>
<td></td>
<td></td>
<td>1,045,504.87</td>
</tr>
<tr>
<td>E911 (a)</td>
<td>32</td>
<td>303,544.08</td>
<td>36,444.05</td>
<td>23,753.36</td>
<td></td>
<td>316,234.77</td>
</tr>
<tr>
<td>Special Serv</td>
<td>38</td>
<td>14,735.18</td>
<td>63.24</td>
<td></td>
<td></td>
<td>14,798.42</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>40</td>
<td>1,621,516.39</td>
<td>6,959.15</td>
<td></td>
<td></td>
<td>1,628,475.54</td>
</tr>
<tr>
<td>SSA Bond</td>
<td>42</td>
<td>15,099.50</td>
<td>64.80</td>
<td></td>
<td></td>
<td>15,164.30</td>
</tr>
<tr>
<td>Redevelopment</td>
<td>43</td>
<td>101,033.00</td>
<td>433.61</td>
<td></td>
<td></td>
<td>101,466.61</td>
</tr>
<tr>
<td>Vehicle Replace</td>
<td>45</td>
<td>1,539,249.74</td>
<td>6,518.72</td>
<td>20,357.17</td>
<td></td>
<td>1,525,411.29</td>
</tr>
<tr>
<td>Water Fund</td>
<td>46</td>
<td>1,066,606.65</td>
<td>80,335.24</td>
<td>12,439.53</td>
<td>12,168.00</td>
<td>1,122,334.36</td>
</tr>
<tr>
<td>Train Wreath</td>
<td>61</td>
<td>1,363.66</td>
<td></td>
<td></td>
<td></td>
<td>1,363.66</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>16,418,729.64</strong></td>
<td><strong>1,015,451.02</strong></td>
<td><strong>371,327.35</strong></td>
<td><strong>289,258.00</strong></td>
<td><strong>16,792,911.34</strong></td>
</tr>
<tr>
<td>Police Pension</td>
<td>62</td>
<td>12,260,352.39</td>
<td>(4,300.55)</td>
<td>78,578.24</td>
<td></td>
<td>12,177,473.60</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>28,679,082.03</strong></td>
<td><strong>1,011,150.47</strong></td>
<td><strong>371,327.35</strong></td>
<td><strong>367,836.24</strong></td>
<td><strong>28,970,384.94</strong></td>
</tr>
</tbody>
</table>

(a) This is now part of the Joint ETSB - the Village was required to remit all the monies in the E911 Fund to the JETSB fund with Glenview and then eligible to request a return of 90% of the cost of the Glenview contract. This is pursuant to State law requiring consolidation of ETSB. The Village will no longer receive E911 revenue directly and will be eligible to request reimbursement for allowable expenses from the JETSB.
As of May 31, 2023

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>#</th>
<th>Checking Accounts</th>
<th>Savings/ Money Market</th>
<th>IL Funds</th>
<th>IMET</th>
<th>IMET Convenience Fund</th>
<th>Money Market &amp; Fixed Income Investments</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>1</td>
<td>730,850.39</td>
<td>9,022,493.38</td>
<td>390,927.11</td>
<td>518,520.98</td>
<td>10,662,791.86</td>
<td></td>
</tr>
<tr>
<td>IMRF</td>
<td>7</td>
<td></td>
<td>215,317.51</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foreign Fire Tax</td>
<td>10</td>
<td></td>
<td>85,855.32</td>
<td></td>
<td></td>
<td></td>
<td>85,855.32</td>
</tr>
<tr>
<td>Social Security</td>
<td>14</td>
<td></td>
<td>58,192.83</td>
<td></td>
<td></td>
<td></td>
<td>58,192.83</td>
</tr>
<tr>
<td>Motor Fuel Tax</td>
<td>29</td>
<td></td>
<td>1,045,504.87</td>
<td></td>
<td></td>
<td></td>
<td>1,045,504.87</td>
</tr>
<tr>
<td>E911</td>
<td>32</td>
<td></td>
<td>316,234.77</td>
<td></td>
<td></td>
<td></td>
<td>316,234.77</td>
</tr>
<tr>
<td>Special Serv</td>
<td>38</td>
<td></td>
<td>14,798.42</td>
<td></td>
<td></td>
<td></td>
<td>14,798.42</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>40</td>
<td></td>
<td>1,628,475.54</td>
<td></td>
<td></td>
<td></td>
<td>1,628,475.54</td>
</tr>
<tr>
<td>SSA Bond</td>
<td>42</td>
<td></td>
<td>15,164.30</td>
<td></td>
<td></td>
<td></td>
<td>15,164.30</td>
</tr>
<tr>
<td>Redevelopment</td>
<td>43</td>
<td></td>
<td>101,466.61</td>
<td></td>
<td></td>
<td></td>
<td>101,466.61</td>
</tr>
<tr>
<td>Vehicle Replace</td>
<td>45</td>
<td></td>
<td>1,525,411.29</td>
<td></td>
<td></td>
<td></td>
<td>1,525,411.29</td>
</tr>
<tr>
<td>Water Fund</td>
<td>46</td>
<td>511,282.16</td>
<td>611,052.20</td>
<td></td>
<td></td>
<td></td>
<td>1,122,334.36</td>
</tr>
<tr>
<td>Train Wreath</td>
<td>61</td>
<td></td>
<td>1,363.66</td>
<td></td>
<td></td>
<td></td>
<td>1,363.66</td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td>1,242,132.55</td>
<td>85,855.32</td>
<td>14,555,475.38</td>
<td>390,927.11</td>
<td>518,520.98</td>
<td>16,792,911.34</td>
</tr>
<tr>
<td>Police Pension (b)</td>
<td>62</td>
<td>97,659.98</td>
<td>12,079,813.62</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>1,339,792.53</td>
<td>12,165,668.94</td>
<td>14,555,475.38</td>
<td>390,927.11</td>
<td>518,520.98</td>
<td>28,970,384.94</td>
</tr>
</tbody>
</table>

(a) Money Market & Fixed Income accrued income is booked at year end.
(b) The Police Pension investments are shown at market value as of May 2022 due a delay in the State consolidated reporting.
<table>
<thead>
<tr>
<th>#</th>
<th>Certif Nmbr</th>
<th>Amount</th>
<th>Interest Rate</th>
<th>Purchase Date</th>
<th>Maturity Date</th>
<th>Interest Credited</th>
<th>Current Book Value</th>
<th>General Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>3147-1980</td>
<td>1.920%</td>
<td>06/14/19</td>
<td>$2,954.88</td>
<td>$18,520.98</td>
<td>$521,475.86</td>
<td>$521,475.86</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,954.88</td>
<td>$2,954.88</td>
</tr>
</tbody>
</table>

**acrued income

**SUBTOTAL INVESTMENTS--SAWYER FALDUTO

|                  | $518,520.98 | $518,520.98 |

**accrued income is booked at fiscal year end

**TOTAL INVESTMENTS -- CURRENT BALANCE

|                  | $518,520.98 | $518,520.98 |
### Revenues

<table>
<thead>
<tr>
<th>Department Description</th>
<th>Total-to-Date BUDGET</th>
<th>% of Budget Used/Rec'd</th>
<th>Previous Fiscal YTD Used/Rec'd</th>
<th>% of Budget Used/Rec'd</th>
<th>FY22-23 BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Taxes</td>
<td>$131,489</td>
<td>$3,413,177 3.9%</td>
<td>$173,606 5.4%</td>
<td>$3,230,854</td>
<td></td>
</tr>
<tr>
<td>Sales Taxes</td>
<td>276,872</td>
<td>3,251,500 8.5%</td>
<td>238,382 7.3%</td>
<td>3,251,500</td>
<td></td>
</tr>
<tr>
<td>Home Rule Sales Tax</td>
<td>91,655</td>
<td>1,000,000 9.2%</td>
<td>80,874 8.1%</td>
<td>1,000,000</td>
<td></td>
</tr>
<tr>
<td>North Chicago Sales tax share</td>
<td>39,432</td>
<td>590,000 6.7%</td>
<td>40,066 6.8%</td>
<td>590,000</td>
<td></td>
</tr>
<tr>
<td>Other Taxes</td>
<td>185,327</td>
<td>855,000 21.7%</td>
<td>225,994 26.4%</td>
<td>855,000</td>
<td></td>
</tr>
<tr>
<td>Vehicle Licenses</td>
<td>111,985</td>
<td>128,500 87.1%</td>
<td>112,530 87.6%</td>
<td>128,500</td>
<td></td>
</tr>
<tr>
<td>Building Permits</td>
<td>51,275</td>
<td>400,000 12.8%</td>
<td>24,365 6.8%</td>
<td>400,000</td>
<td></td>
</tr>
<tr>
<td>Other Licenses &amp; Permits</td>
<td>59,593</td>
<td>101,300 58.8%</td>
<td>48,398 47.8%</td>
<td>101,300</td>
<td></td>
</tr>
<tr>
<td>Services &amp; Fees</td>
<td>225</td>
<td>44,500 0.5%</td>
<td>30 0.1%</td>
<td>32,500</td>
<td></td>
</tr>
<tr>
<td>Fines</td>
<td>4,743</td>
<td>43,500 10.9%</td>
<td>4,938 11.4%</td>
<td>43,500</td>
<td></td>
</tr>
<tr>
<td>Interest Earnings</td>
<td>44,304</td>
<td>190,800 23.2%</td>
<td>6,208 24.8%</td>
<td>25,000</td>
<td></td>
</tr>
<tr>
<td>Grants</td>
<td>-</td>
<td>460,000 0.0%</td>
<td>0 0.0%</td>
<td>413,451</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Revenue</td>
<td>235,970</td>
<td>324,750 72.7%</td>
<td>101,047 26.6%</td>
<td>379,750</td>
<td></td>
</tr>
<tr>
<td>Operating Transfers In</td>
<td>-</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$1,246,828</td>
<td>$10,977,027 11.4%</td>
<td>$1,072,231 10.1%</td>
<td>$10,625,356</td>
<td></td>
</tr>
</tbody>
</table>

### Expenditures

<table>
<thead>
<tr>
<th>Department Description</th>
<th>Total-to-Date BUDGET</th>
<th>% of Budget Used/Rec'd</th>
<th>Previous Fiscal YTD Used/Rec'd</th>
<th>% of Budget Used/Rec'd</th>
<th>FY22-23 BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>$50,476</td>
<td>$2,144,725 2.4%</td>
<td>$54,439 2.9%</td>
<td>$1,908,388</td>
<td></td>
</tr>
<tr>
<td>Finance</td>
<td>20,209</td>
<td>560,725 3.6%</td>
<td>21,218 4.2%</td>
<td>500,185</td>
<td></td>
</tr>
<tr>
<td>Boards &amp; Commissions</td>
<td>5,805</td>
<td>401,670 1.4%</td>
<td>16,736 5.2%</td>
<td>323,520</td>
<td></td>
</tr>
<tr>
<td>Community Development</td>
<td>15,346</td>
<td>352,600 4.4%</td>
<td>14,222 4.3%</td>
<td>330,866</td>
<td></td>
</tr>
<tr>
<td>Village Hall</td>
<td>2,207</td>
<td>64,580 3.4%</td>
<td>1,615 2.0%</td>
<td>80,940</td>
<td></td>
</tr>
<tr>
<td>Village Properties/Vacant Land</td>
<td>1,347</td>
<td>4,775 28.2%</td>
<td>2,219 42.3%</td>
<td>5,250</td>
<td></td>
</tr>
<tr>
<td><strong>Total Administration</strong></td>
<td>$95,391</td>
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<td>$110,450 3.5%</td>
<td>$3,149,149</td>
<td></td>
</tr>
<tr>
<td>Police Sworn</td>
<td>$186,758</td>
<td>$3,938,375 4.7%</td>
<td>$186,274 5.5%</td>
<td>$3,403,315</td>
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</tr>
<tr>
<td>Police Records</td>
<td>10,689</td>
<td>633,754 1.7%</td>
<td>12,973 2.2%</td>
<td>581,213</td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td>33,451</td>
<td>1,579,497 2.1%</td>
<td>33,872 2.4%</td>
<td>1,419,847</td>
<td></td>
</tr>
<tr>
<td>Public Safety Building</td>
<td>10,573</td>
<td>642,300 1.6%</td>
<td>3,886 2.4%</td>
<td>162,560</td>
<td></td>
</tr>
<tr>
<td><strong>Total Public Safety</strong></td>
<td>$241,471</td>
<td>$6,793,926 3.6%</td>
<td>$237,005 4.3%</td>
<td>$5,566,935</td>
<td></td>
</tr>
<tr>
<td>Streets, Sidewalks, Lighting</td>
<td>$46,909</td>
<td>$1,237,993 3.7%</td>
<td>$45,047 1.7%</td>
<td>$2,692,745</td>
<td></td>
</tr>
<tr>
<td>Sanitation</td>
<td>39,758</td>
<td>539,034 7.4%</td>
<td>38,053 8.9%</td>
<td>553,885</td>
<td></td>
</tr>
<tr>
<td>Forestry</td>
<td>6,871</td>
<td>317,023 2.2%</td>
<td>17,323 9.6%</td>
<td>180,325</td>
<td></td>
</tr>
<tr>
<td>Parks/Parkways/Ravines</td>
<td>3,795</td>
<td>197,818 1.9%</td>
<td>2,198 1.7%</td>
<td>126,590</td>
<td></td>
</tr>
<tr>
<td>Sewers</td>
<td>$10,070</td>
<td>$311,180 3.2%</td>
<td>$10,176 1.5%</td>
<td>688,138</td>
<td></td>
</tr>
<tr>
<td>Public Works Facility</td>
<td>5,527</td>
<td>76,420 7.2%</td>
<td>723 1.2%</td>
<td>58,502</td>
<td></td>
</tr>
<tr>
<td>Commuter Station</td>
<td>1,203</td>
<td>30,550 3.9%</td>
<td>2,994 6.1%</td>
<td>49,230</td>
<td></td>
</tr>
<tr>
<td><strong>Total Public Works</strong></td>
<td>$113,133</td>
<td>$2,710,017 4.2%</td>
<td>$116,514 2.7%</td>
<td>$4,349,415</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$449,994</td>
<td>$13,033,018 3.5%</td>
<td>$463,970 3.6%</td>
<td>$13,065,500</td>
<td></td>
</tr>
</tbody>
</table>
### FUND NAME: GENERAL

**Expenditures by Type**

<table>
<thead>
<tr>
<th>Description</th>
<th>Total-to-Date</th>
<th>Used/Rec'd</th>
<th>% of Budget</th>
<th>Previous % of Budget</th>
<th>FY22-23 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries, Benefits, Insurance</td>
<td>305,764</td>
<td>5,202,034</td>
<td>5.9%</td>
<td>316,231</td>
<td>6.6%</td>
</tr>
<tr>
<td>Contractual &amp; Commodities</td>
<td>135,906</td>
<td>4,003,730</td>
<td>3.4%</td>
<td>122,775</td>
<td>3.6%</td>
</tr>
<tr>
<td>Sales Tax Rebate</td>
<td>-</td>
<td>280,000</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Interfund Transfers Out</td>
<td>8,325</td>
<td>2,077,654</td>
<td>0.4%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Contingency</td>
<td>-</td>
<td>200,000</td>
<td>0.0%</td>
<td>18,055</td>
<td>9.0%</td>
</tr>
</tbody>
</table>

Total Operating Expenditures:

- **$449,994**
- **$11,763,418**
- **3.8%**
- **$457,061**
- **4.5%**
- **$10,259,692**

Capital & Land Acquisition:

- **$1,269,600**
- **6,909**
- **0.2%**
- **$200,000**

Total Expenditures:

- **$449,994**
- **$13,033,018**
- **3.5%**
- **$463,970**
- **3.6%**
- **$13,065,500**

---

### FUND NAME: WATER

**Revenues**

<table>
<thead>
<tr>
<th>Description</th>
<th>Total-to-Date</th>
<th>Used/Rec'd</th>
<th>% of Budget</th>
<th>Previous % of Budget</th>
<th>FY22-23 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Sales</td>
<td>105,708</td>
<td>1,350,000</td>
<td>7.8%</td>
<td>95,793</td>
<td>7.4%</td>
</tr>
<tr>
<td>Meter Sales</td>
<td>1,200</td>
<td>4,000</td>
<td>30.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other Fees</td>
<td>3,200</td>
<td>15,000</td>
<td>21.3%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Interest Earnings</td>
<td>5,142</td>
<td>18,075</td>
<td>28.4%</td>
<td>843</td>
<td>16.9%</td>
</tr>
<tr>
<td>Miscellaneous Revenue</td>
<td>-</td>
<td>300</td>
<td>----</td>
<td>-</td>
<td>----</td>
</tr>
<tr>
<td>Bond Proceeds</td>
<td>-</td>
<td>-</td>
<td>----</td>
<td>-</td>
<td>----</td>
</tr>
</tbody>
</table>

Total Revenues:

- **$115,249**
- **$1,387,375**
- **8.3%**
- **$96,636**
- **7.3%**
- **$1,330,500**

**Expenses**

<table>
<thead>
<tr>
<th>Description</th>
<th>Total-to-Date</th>
<th>Used/Rec'd</th>
<th>% of Budget</th>
<th>Previous % of Budget</th>
<th>FY22-23 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
<td>15,927</td>
<td>323,333</td>
<td>4.9%</td>
<td>24,910</td>
<td>8.2%</td>
</tr>
<tr>
<td>IMRF</td>
<td>-</td>
<td>11,124</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>FICA/Medicare</td>
<td>-</td>
<td>18,201</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Water Purchases</td>
<td>-</td>
<td>575,000</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Contractual &amp; Commodities</td>
<td>2,846</td>
<td>122,260</td>
<td>2.3%</td>
<td>2,389</td>
<td>1.8%</td>
</tr>
<tr>
<td>Debt Princ/Interest Paymenta</td>
<td>-</td>
<td>316,000</td>
<td>0.0%</td>
<td>37,468</td>
<td>11.8%</td>
</tr>
<tr>
<td>Contingency</td>
<td>-</td>
<td>50,000</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Interfund Transfers Out</td>
<td>-</td>
<td>15,000</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Capital Equipment</td>
<td>-</td>
<td>400,000</td>
<td>0.6%</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Total Expenses before Depreciation:

- **$21,121**
- **$1,830,918**
- **1.2%**
- **$64,767**
- **3.5%**
- **$1,858,917**

Depreciation Expense:

- **$21,121**
- **$1,830,918**
- **1.2%**
- **$64,767**
- **3.5%**
- **$1,858,917**

---

### SPECIAL REVENUE, CAPITAL PROJECTS, DEBT SERVICE FUNDS & POLICE PENSION TRUST

**FUND NAME: IMRF**

<table>
<thead>
<tr>
<th>Description</th>
<th>Total-to-Date</th>
<th>Used/Rec'd</th>
<th>% of Budget</th>
<th>Previous % of Budget</th>
<th>FY22-23 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>7,069</td>
<td>170,000</td>
<td>4.2%</td>
<td>11,787</td>
<td>7.1%</td>
</tr>
<tr>
<td>Expenditures</td>
<td>5,434</td>
<td>93,500</td>
<td>5.8%</td>
<td>9,133</td>
<td>4.5%</td>
</tr>
</tbody>
</table>

**FUND NAME: SOCIAL SECURITY**

<table>
<thead>
<tr>
<th>Description</th>
<th>Total-to-Date</th>
<th>Used/Rec'd</th>
<th>% of Budget</th>
<th>Previous % of Budget</th>
<th>FY22-23 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>8,511</td>
<td>315,615</td>
<td>2.7%</td>
<td>15,266</td>
<td>5.0%</td>
</tr>
<tr>
<td>Expenditures</td>
<td>21,524</td>
<td>342,922</td>
<td>6.3%</td>
<td>22,627</td>
<td>6.9%</td>
</tr>
</tbody>
</table>
## Revenue and Expenditure Report

**Village of Lake Bluff**
**Exhibit C**

**For period ending May 31, 2023**
**FY2023-24**

<table>
<thead>
<tr>
<th>Department Description</th>
<th>Fiscal Year Total-to-Date</th>
<th>FY23-24</th>
<th>% of Budget</th>
<th>Previous % of Budget</th>
<th>FY22-23 BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FUND NAME: SPECIAL FIRE INS TAX</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$ 1</td>
<td>$ 30,006</td>
<td>0.0%</td>
<td>$ 1</td>
<td>0.0%</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$ 3,062</td>
<td>$ 25,900</td>
<td>11.8%</td>
<td>$ 2,713</td>
<td>10.5%</td>
</tr>
</tbody>
</table>

| **FUND NAME: MOTOR FUEL TAX** | | | | | |
| Revenues & Transfers In from General | $ 24,440 | $ 214,066 | 11.4% | $ 19,688 | 10.9% | $ 181,000 |
| Expenditures | $ - | $ 927,102 | 0.0% | $ - | --- | $ - |

| **FUND NAME: E911 SURCHARGE** | | | | | |
| Revenues | $ 12,691 | $ 133,950 | 9.5% | $ 200 | 0.2% | $ 130,050 |
| Expenditures | $ - | $ 130,000 | 0.0% | $ - | 0.0% | $ 130,000 |

| **FUND NAME: VEHICLE/EQUIP REPLACE** | | | | | |
| Revenues & Transfers In | $ 6,519 | $ 417,950 | 1.6% | $ 922 | 0.2% | $ 392,000 |
| Capital Equipment Expenditures | $ 2,543 | $ 326,000 | 0.8% | $ 12,131 | 1.7% | $ 729,000 |

<p>| <strong>FUND NAME: REDEVELOPMENT PROGRAM</strong> | | | | | |
| Revenues &amp; Transfers In | $ 434 | $ 1,695 | 25.6% | $ 67 | --- | $ - |
| Expenditures | $ - | $ - | --- | $ - | --- | $ - |</p>
<table>
<thead>
<tr>
<th>Department</th>
<th>Description</th>
<th>Fiscal Year</th>
<th>FY23-24</th>
<th>% of Budget</th>
<th>Previous</th>
<th>% of Budget</th>
<th>FY22-23</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Total-to-Date</td>
<td>Budget</td>
<td>Used/Rec'd</td>
<td>Fiscal YTD</td>
<td>Used/Rec'd</td>
<td>Budget</td>
</tr>
</tbody>
</table>

**FUND NAME: 2012 REFUNDING BONDS**

- Revenues & Transfers In from General Fund: $- $ - $ - $ - $ - $ - $ - $ - $ - 
- Expenditures - Bond Payments: $- $ - $ - $ - $ #DIV/0! $ - $ - $ - 

**FUND NAME: CAPITAL PROJECTS FUND**

- Additions: $6,959 $ 749,300 0.9% $495 0.0% $1,036,100
- Deductions: $- $ 605,000 0.0% $- 0.0% $555,000

**FUND NAME: POLICE PENSION TRUST**

- Additions: $27,451 $ 1,359,754 2.0% $52,042 4.4% $1,186,785
- Deductions: $91,782 $ 1,322,500 6.9% $85,095 7.5% $1,138,295
VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION

Agenda Item: 7a

SUSTAINABILITY AND COMMUNITY ENHANCEMENT AD HOC COMMITTEE JUNE 20, 2023 MEETING REPORT (CONSIDERATION OF A 2-YEAR EXEMPTION REQUEST FOR 20+ ACRE PROPERTIES FROM THE SEASONAL BAN ON GAS-POWERED LEAF BLOWERS)

Subject:

Action Requested:
DISCUSSION AND DIRECTION

Originated By:
VILLAGE RESIDENTS

Referred To:
VILLAGE BOARD

Summary of Background and Reason For Request:

On June 7, 2023, the Village received a request from Liz and Dick Uihlein to consider a 2-year exemption from the recently enacted seasonal ban on gas-powered leaf blowers for their 20+ acre property located along Sheridan Road. As you recall, at its June 12, 2023 meeting the Village Board referred the request to the Sustainability and Community Enhancement ad Hoc Committee (“SEC”).

On June 20, 2023 the SEC discussed the request and voted unanimously to recommend the request not be approved by the Village Board because approval would be, in their analysis, (i) contrary to the goals of the seasonal ban on the use of gas-powered leaf blowers (improve the aural tranquility and air quality of the Village) and (ii) inconsistent with the findings of the Regional Leaf Blower Working Group.

Reports and Documents Attached:

1. SEC June 20, 2023 Committee Memorandum Discussion Regarding a Possible 2-year Exemption to the Gas-Powered Leaf Blower Ban for Larger Properties (Approximately 20 Acres and Over).
2. Lake Bluff’s Gas-Powered Leaf Blower Ban Ordinance.
3. Letter from Liz and Dick Uihlein requesting 2-year extension.

SEC’s Recommendation:
Disapproval of the Exemption Request.

Date Referred to Village Board: 6/26/2023
MEMORANDUM

TO: Chair Rener & SEC Members
FROM: Clara Gable, Assistant to the Village Administrator
DATE: June 16, 2023
SUBJECT: Discussion Regarding a Possible 2-year Exemption to the Gas-Powered Leaf Blower Ban for Larger Properties (Approximately 20 Acres and Over)

On June 7, 2023, the Village received a letter from Liz and Dick Uihlein requesting a 2-year extension to the Gas-Powered Leaf Blower Ban for their 22-acre private property, noting a similar exemption given to certain public properties. Specifically, the Village’s Ban applies each year from May 15 to September 30 and allows exemptions for:
   a) Prior to April 1, 2025, public parks, school playgrounds, and athletic fields;
   b) In-play areas of public golf courses;
   c) Construction projects involving paving, repair, or patching of public streets; and
   d) Cleanup activities necessary as a result of extreme weather or other emergency conditions as determined and authorized in advance by the Village Administrator.

At its June 12, 2023 meeting, Village President Regis Charlot requested that the SEC discuss the exemption request, suggesting the exemption could be considered for all properties 20 acres or greater. A map showing all properties over 20 acres is attached; please note that the Park District and Shoreacres parcels already have exemptions in place. Of the other neighboring communities with gas-powered leaf blower bans (Wilmette, Evanston, Glencoe, Highland Park, Winnetka, Kenilworth, and Lincolnwood), none have exemptions for larger private properties.

Documents Attached:
   1. Lake Bluff’s Gas-Powered Leaf Blower Ban Ordinance.
   2. Letter from Liz and Dick Uihlein requesting 2-year extension.
   3. Map indicating zoning lots over 20 acres.
ORDINANCE NO. 2023-5

AN ORDINANCE AMENDING THE LAKE BLUFF MUNICIPAL CODE REGARDING THE USE OF LEAF BLOWERS

Passed by the Board of Trustees, March 13, 2023

Printed and Published, March 14, 2023

Printed and Published in Pamphlet Form by Authority of the President and Board of Trustees

VILLAGE OF LAKE BLUFF
LAKE COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

Deputy Village Clerk
ORDINANCE NO. 2023-5
AN ORDINANCE AMENDING THE LAKE BLUFF MUNICIPAL CODE REGARDING THE USE OF LEAF BLOWERS

WHEREAS, the Village of Lake Bluff ("Village") is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, Title 4 of the Lake Bluff Municipal Code, as amended ("Village Code"), sets forth regulations relating to health, sanitation and the environment; and

WHEREAS, various types of leaf blowers create noise and air pollution; and

WHEREAS, the Village desires adopt regulations to govern the use of leaf blowers within the Village; and

WHEREAS, the Village Board of Trustees has determined that amending the provisions of the Village Code as set forth in this Ordinance and pursuant to the Village's home rule authority is in the best interests of the Village.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Recitals.

The foregoing recitals are incorporated herein as findings and determinations of the Board of Trustees.

Section 2. New Chapter 4-6 of the Village Code

Title 4, titled "Health, Sanitation and Environment" is hereby amended to add a new Chapter 6, titled, "Leaf Blower Regulations," which shall read as follows:

"CHAPTER 6
LEAF BLOWER REGULATIONS

4-6-1: PURPOSE AND INTENT:

The purpose of this chapter is to promote sustainable landscape practices in the Village by transitioning from the use of gas-powered leaf blowers to the use of other more sustainable methods and means.

4-6-2: DEFINITIONS:

For the purposes of this chapter, the following terms, phrases, and words shall have the meanings given to them in this section. All terms, phrases and words used in this chapter but not defined in this section shall have the meanings given to them elsewhere in this Code.

ELECTRIC LEAF BLOWER: Any leaf blower that is powered solely by electricity.
GAS POWERED LEAF BLOWER: Any leaf blower that is powered by gasoline or propane.

PORTABLE GENERATOR: Includes both stand-alone fossil fuel powered generators and generators powered by vehicle engines.

4-6-3: USE OF LEAF BLOWERS:

A. Gasoline powered or propane powered leaf blowers may not be used during the following days of the year:

   May 15 to September 30.

B. Electric leaf blowers may continue to be used with no seasonal restrictions.

C. The use of portable generators to power electric leaf blowers or to recharge leaf blower batteries is prohibited.

Leaf blower usage is prohibited on all recognized national holidays.

4-6-4: USE OF LEAF BLOWERS FOR SPRAYING PESTICIDE PROHIBITED:

The use of any type of leaf blower to spray pesticide is prohibited.

4-6-5: EXCEPTIONS:

The provisions of this chapter shall not apply to:

A. Prior to April 1, 2025, public parks, school playgrounds, and athletic fields;

B. In-play areas of public golf courses;

C. Construction projects involving paving, repair, or patching of public streets; and

D. Cleanup activities necessary as a result of extreme weather or other emergency conditions as determined and authorized in advance by the Village Administrator.

4-6-6: PENALTY:

Any person or legal entity who violates any provision of this section shall, upon conviction thereof, be subject to a fine for the violation of this section of not less than $25.00 nor more than the maximum provided in Section 1-4-1 of this Code for each such violation and for each day such violation exists."

Section 3. Severability.

If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to achieve, as near as may be, the
purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

Section 4. Effective Date.
This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this 13th day of March, 2023, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: (6) Markee, Rappin, Rider, Ankenman, Fisher, Hatch
NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)

APPROVED this 13th day of March, 2023.

Barbara Ankenman
Village President Pro Tem

Deputy Village Clerk

FIRST READING: February 27, 2023
SECOND READING: March 13, 2023
PASSED: March 13, 2023
APPROVED: March 13, 2023
PUBLISHED IN PAMPHLET FORM: March 14, 2023
June 2, 2023

Mr. Drew Irvin  
Village Administrator  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, IL  60044

RE: Leaf Blower Ban

Dear Mr. Irvin:

Thank you for taking time last week to discuss the recent leaf blower ban enacted in the Village of Lake Bluff. As discussed, we have already come to learn from experience that battery-powered leaf blowers simply cannot get the job done as well and are basically just as noisy as gas-powered ones.

Under the ordinance, some public sites were granted an exception to the ban while they come into compliance over the next two years. Given the size of our 22-acre property in Lake Bluff, we would like to request a similar 2-year exemption in order to work with our landscaping contractors to adapt to the new regulations.

Over the years we have made a very significant investment to restore our Midwood property in Lake Bluff. We take great pride in the appearance of this property and would like to continue to maintain it to the highest standards. Thank you for your consideration.

Sincerely,

[Signature]

Liz and Dick Uihlein
VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION

Agenda Item: 9a

Subject: APPOINTMENTS TO VILLAGE ADVISORY BOARDS AND COMMISSIONS

Action Requested: APPROVAL OF APPOINTMENTS (Roll Call Vote)

Originated By: VILLAGE PRESIDENT

Referred To: VILLAGE BOARD

Summary of Background and Reason for Request:

Village President Charlot recommends the appointment of Susan Wicks to fill the final vacancy on the Architectural Board of Review. If Approved, Ms. Wicks term will expire on April 30, 2025.

The Village President also recommends the appointment of Paul Lemieux and Mark Dewart as Co-Chairpersons of the Business Advisory Ad Hoc Committee.

A vacancy in the office of the Lake Bluff Village Clerk was created on October 10, 2022 and it was determined by the President and Board of Trustees that Village Administrator R. Drew Irvin would fulfill the responsibilities and duties of Village clerk until the next election. As you are aware, no one filed a petition to serve as Village Clerk and the position remains open with Village Administrator Irvin continuing to perform the duties of the Office of Village Clerk. At this time, President Charlot is recommending that Raffi Elchemmas serve as Village Clerk until the next election. This appointment is subject to the consent of the Board of Trustees.

Should the Village Board approve the appointments, the new Village Clerk can be sworn in on the evening of June 26, 2023.

Village President’s Recommendation: Approval of Appointments

Date Referred to Village Board: 6/26/2023
ADVISORY BOARD/COMMISSION APPLICATION

APPLICANT INFORMATION:

Full Name: Susan Leis Wicks
Address: 111 Oak Terrace Lake Bluff, IL 60044
Home Phone: Cell Phone: [Redacted]
Do you own your home: Yes Do you rent your home: No
Spouse/Significant Other Name (if applicable): Jim Child(ren) Name/Age (if applicable): "23 Allie (21"

WORKPLACE CONTACT INFORMATION:

Workplace Name: Retired
Address: 
Type of Business: n/a Position: n/a Work Phone: n/a

BOARD OR COMMISSION INFORMATION:

In which capacity would you like to volunteer for Lake Bluff (select all boards/commissions you are interested in):

- [x] Architectural Board of Review
- Board of Police Commissioners
- Committee Representing Our Young Adults
- Historic Preservation Commission
- Joint Plan Commission & Zoning Board of Appeals
- Police Pension Board of Trustees
- Senior Resources Commission
- Other:

1. Please list special skills, knowledge or professional experience that would contribute to the board(s) for which you are expressing an interest:

   Product design, interior design.

2. Identify any board, commission or committee on which you have served either in Lake Bluff or another municipality:

   "This would be my first!"

3. Describe any professional organization(s) in which you are active:

   n/a

4. Are there any circumstances that could pose a conflict of interest if you are appointed? No

5. Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings:

   None

6. Please explain why you are interested in volunteering to serve the Village of Lake Bluff. I have loved living in Lake Bluff and would like to give back.

POST HIGH SCHOOL EDUCATION:

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>City/State</th>
<th>Major</th>
<th>Degree/Certificate</th>
<th>No. Years Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>College:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University of Illinois</td>
<td>IL</td>
<td>Industrial Design</td>
<td>BFA</td>
<td>5</td>
</tr>
<tr>
<td>Graduate School:</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Hastings Institute</td>
<td>IL</td>
<td>Interior Design</td>
<td>Associates Degree</td>
<td>2</td>
</tr>
</tbody>
</table>

Please provide two local references (with contact information):

- Matt Krezek
- [Redacted]
- Adrienne Fairfield
- [Redacted]

Please feel free to attach a resume and/or provide any other information which may assist the Village Board in making an advisory board appointment.

Applicant's Printed Name: Susan Leis Wicks
Signature: [Redacted]
Date: 6/19/2023

PLEASE MAIL TO VILLAGE HALL AT 40 E. CENTER AVE. LAKE BLUFF, IL 60044 OR EMAIL TO vlb@lakebluff.org
ADVISORY BOARD/COMMISSION APPLICATION

APPLICANT INFORMATION:

Full Name: Paul G. Lemieux

Address: 560 Evanston Avenue, Lake Bluff, IL 60044

Home Phone: ___________ Cell Phone: ___________ Email: ___________ Lake Bluff Resident for: 30 years

Do you own your home: Yes Do you rent your home: Yes Condo: No Apartment: Yes

Spouse/Significant Other Name (if applicable): N/A Child(ren) Name/Age (if applicable): N/A

WORKPLACE CONTACT INFORMATION:

Workplace Name: Retired since January 2020

Address:

Type of Business: Position: Work Phone:

BOARD OR COMMISSION INFORMATION:

In which capacity would you like to volunteer for Lake Bluff (select all boards/commissions you are interested in):

<table>
<thead>
<tr>
<th>Architectural Board of Review</th>
<th>Joint Plan Commission &amp; Zoning Board of Appeals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Police Commissioners</td>
<td>Police Pension Board of Trustees</td>
</tr>
<tr>
<td>Committee Representing Our Young Adults</td>
<td>Senior Resources Commission</td>
</tr>
<tr>
<td>Historic Preservation Commission</td>
<td>Other: Business Advisory Ad Hoc Committee</td>
</tr>
</tbody>
</table>

1. Please list special skills, knowledge or professional experience that would contribute to the board(s) for which you are expressing an interest. See the attached Lemieux Background document.

2. Identify any board, commission or committee on which you have served either in Lake Bluff or another municipality. Several, see the attached background document.

3. Describe any professional organization(s) in which you are active. See the attached background document.

4. Are there any circumstances that could pose a conflict of interest if you are appointed? None.

5. Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings. None.

6. Please explain why you are interested in volunteering to serve the Village of Lake Bluff. See the attached Interest in Serving Lake Bluff document.

POST HIGH SCHOOL EDUCATION:

Name of Institution | City/State | Major | Degree/Certificate | No. Years Attended

College: See the attached background document.

Graduate School: See the attached background document.

Please provide two local references (with contact information). Mark Dewart, ___________ Joy Markee, (224) 241-4029, JoyMM763@Yahoo.com

Please feel free to attach a resume and/or provide any other information which may assist the Village Board in making an advisory board appointment.

Paul G. Lemieux 05/20/2023

Applicant’s Printed Name Signature Date

PLEASE MAIL TO VILLAGE HALL AT 40 E. CENTER AVE. LAKE BLUFF, IL 60044 OR EMAIL TO vlb@lakebluff.org
Paul G. Lemieux  
560 Evanston Avenue, Lake Bluff, IL

Resident of Lake Bluff since 1993

Work History:

Co-Owner iTech Automation, Inc., Mundelein, IL 1996–2019 (Sold the business to a larger company)
• Company developed barcode and RFID labeling and tracking solutions for industrial customers, law firms and hospitals
• Oversaw business operations, finance and the law firm and hospital business units

Vice President of Science and Technology, Mallinckrodt Veterinary, Mundelein, IL 1985–1995
• Company developed vaccines, parasiticides and pharmaceuticals for food and companion animals
• Organized and led corporate R&D, Regulatory Affairs and Quality Assurance departments

Boards and Committees:

Lake Forest–Lake Bluff Senior Citizens Foundation Board of Directors 2015–Present
• President 2016–2021; VP 2015–2016; 2021–Present; Finance Committee Chair 2016–Present
• As President, oversaw an increase in grants awarded for social services of 37% to $175K annually, an increase in total assets of 24% to $4.9MM and the implementation of more rigorous governance and administrative processes

• Elected office 2001–2005; appointed by the Village Board to fill a vacant term 2017–2019
• Led educational campaign and successful ballot initiative for the adoption of Home Rule 2004–2005
• Representative to the Lake Forest Lake Bluff Senior Resources Commission 2001–2005

Lake Bluff Development and Downtown Committee (Advisory Comm to the Village Board) 2011–2015
• Participated in long range planning and development of zoning changes to revitalize the Industrial Park and increase sales tax revenue. One outcome was a Target store locating in LB.
• Participated in the development of a brand for the Village of Lake Bluff

• Participated in Stakeholder Workshops 2010, 2016 and on the Guidance and Synthesis Teams 2016

Lake Bluff 4th of July Committee 2004–2014
• Charter member, transitioned management of the 4th of July Parade from American Legion Post 510
• President 2006–2009, Secretary 2009, 2013
• Co-Chair 100th Parade Celebration in 2010

Lake Forest Lake Bluff Senior Resources Commission; appointed by LB Village Board 2006–2013
• Led an initiative that provided municipal funding for all full-time Senior Center staff
• Led the development of a long-range plan
• Commission Chair 2011–2013

Lake Forest - Lake Bluff Rotary Club 2006–Present
• Board of Directors, Program Chair 2014–2018; Sergeant-at-Arms 2021–Present

KidsUganda Board of Directors 2008–2013

Education: BS University of Delaware / MS Penn State / Ph.D. Texas A&M University
ADVISORY BOARD/COMMISSION APPLICATION - of Paul Lemieux

6. Please explain why you are interested in volunteering to serve the Village of Lake Bluff

Like so many in our community, I am passionate about the vibrancy and quality of life in Lake Bluff. To that end, one of the focuses of my volunteer work has been to facilitate a sound economic footing for our Village. Economic initiatives in which I have been involved include:

- As Chair of the Village Finance Committee, I initiated and lead the effort to successfully pass a referendum to make Lake Bluff a Home Rule municipality which continues to provide many governance and economic benefits to the community.
- Also, as Chair, I extended the Village budget planning cycle from five to 10 years which revealed the dire consequences of continuing to not take advantage of the CPI factor in the tax levy.
- As a Village Trustee, I advocated for the zoning changes needed to bring Pasquesi Home & Garden to Lake Bluff.
- As a member of the Downtown Development Ad Hoc Committee, I helped develop and advocated for the zoning changes intended to revitalize the Waukegan corridor, which among other benefits, lead to Target building a store in Lake Bluff.

I see serving on the Business Advisory Ad Hoc Committee as a continuation of this work.
APPLICANT INFORMATION:
Full Name: Mark A. Dewart
Address: 454 Park Ln, Lake Bluff, IL 60044
Home Phone: [Redacted] Cell Phone: [Redacted] Email: [Redacted]
Lake Bluff Resident for: 39 years
Do you own your home: Yes
Do you rent your home: No
Spouse/Significant Other Name (if applicable): Sharon Dewart
Child(ren) Name/Age (if applicable):

WORKPLACE CONTACT INFORMATION:
Workplace Name: Retired - Abbott Laboratories
Type of Business:
Position:
Work Phone:

BOARD OR COMMISSION INFORMATION:
In which capacity would you like to volunteer for Lake Bluff (select all boards/commissions you are interested in):
- Architectural Board of Review
- Board of Police Commissioners
- Committee Representing Our Young Adults
- Historic Preservation Commission
- Joint Plan Commission & Zoning Board of Appeals
- Police Pension Board of Trustees
- Senior Resources Commission
- Other:

1. Please list special skills, knowledge or professional experience that would contribute to the board(s) for which you are expressing an interest:
   - Lake Bluff Community Development Assn (Senior Housing advocacy), Community Involvement, Finance and Budgeting

2. Identify any board, commission or committee on which you have served either in Lake Bluff or another municipality:
   - Lake Bluff Village Board, LF/LB Senior Resources Commission, Senior Foundation

3. Describe any professional organization(s) in which you are active:
   - Rotary

4. Are there any circumstances that could pose a conflict of interest if you are appointed?
   - No

5. Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings:
   - Rotary and other civic organizations - but no conflict

6. Please explain why you are interested in volunteering to serve the Village of Lake Bluff:
   - I have been an advocate for senior issues for many years.

POST HIGH SCHOOL EDUCATION:
Name of Institution: W. Lafayette IN Management M.S.
College: Wabash College
Graduate School: Vanderbilt Univ

Please provide two local references (with contact information):
Kathy O’Hara (O'Hara)
Pam Lemieux (pam@louisian.com)

Applicant’s Printed Name: Mark Dewart
Signature: [Redacted]
Date: 10/4/2021

PLEASE MAIL TO VILLAGE HALL AT 40 E. CENTER AVE, LAKE BLUFF, IL 60044 OR EMAIL TO vib@lakebluff.org
Experience

Principal
Dewart Technical Services LLC
Jan 2020 - Present · 3 yrs 5 mos
Program management consulting.

Product Development, Technical Services (Retired)
Abbott Laboratories
1980 - 2018 · 38 yrs
Diverse assignments included technical and management positions in product development, technical support, operations, research, and supply chain. Most recently, management of product develop ... see more

Borg-Warner Chemicals
4 yrs 1 mo

• Manufacturing/Engineering
1979 - 1980 · 1 yr

• Process Operations and Support
1976 - 1979 · 3 yrs
Borg-Warner Chemicals Division marketed a broad line of engineering plastics and additives. (BWC was sold to GE, more recently SABIC)
Education

**Wabash College**
AB, Biology, Chemistry  
1970 - 1974  
Grade: Dean's List  
Activities and societies: Honors Scholarship, Sigma Chi Fraternity

**Undergraduate Research:**  
--- Stream Biology: Studied impact of phosphates and nitrates on stream ecology.  
--- Enzyme Chemistry: Used gel electrophoresis to isolate enzymes to be used in development of a bio-safe insecticide.

--- An Aerial View of Wabash College

**Vanderbilt University**
MA, Biology  
1974 - 1975  

Received a National Science Foundation Grant for this graduate study program.  
Part-time science teacher in Nashville-Davidson County Public Schools.  
Certified Science Education, secondary level, Tennessee.

**Krannert School of Management, Daniels School, Purdue University**
MS, Business Management  
1975 - 1976  

Intensive one-year MBA program. Purdue's program took a technical approach and emphasized analytics; focused on those with undergraduate engineering and science degrees.

Received a Krannert Grant to fund tuition and fees.
Volunteering

<table>
<thead>
<tr>
<th>Role</th>
<th>Organization/Role</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Former Elected Councilman (Two terms, plus appointment to a partial term), Chair of Finance Committee</td>
<td>Village of Lake Bluff, Illinois</td>
<td></td>
</tr>
<tr>
<td>Past President of the Alumni Association and Board Member. Alumni Class Agent. Student Mentor</td>
<td>Wabash College</td>
<td></td>
</tr>
<tr>
<td>Student Mentor</td>
<td>Purdue University Krannert Graduate School of Management</td>
<td></td>
</tr>
<tr>
<td>Past President. Board Member</td>
<td>Rotary Club Lake Forest/Lake Bluff, Illinois</td>
<td></td>
</tr>
<tr>
<td>Board Member</td>
<td>Lake Bluff History Museum</td>
<td></td>
</tr>
<tr>
<td>Past Member Citizens Task Force on Land Usage</td>
<td>Lake Bluff Park District</td>
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</tr>
<tr>
<td>Past President of the Board and Trustee</td>
<td>Grace United Methodist Church</td>
<td></td>
</tr>
<tr>
<td>Past President of the Board and Board Member</td>
<td>Gorton Community Center</td>
<td></td>
</tr>
<tr>
<td>Past President</td>
<td>Lake Bluff Community Development Association</td>
<td></td>
</tr>
<tr>
<td>Business Incubator Program Advisor and Mentor</td>
<td>Lake Forest High School</td>
<td></td>
</tr>
</tbody>
</table>
ADVISORY BOARD/COMMISSION APPLICATION

APPLICANT INFORMATION:

Full Name: Raffi Elchemmas
Address: 119 W Sheridan PI LB IL 60044
Home Phone: Cell Phone: Email: Lake Bluff Resident for: 3 1/2 years
Do you own your home: yes Do you rent your home: Condo: 
Spouse/Significant Other Name (if applicable): Martha Child(ren) Name/Age (if applicable): Nina (9 months)

WORKPLACE CONTACT INFORMATION:

Workplace Name: Milwaukee Tool
Address: 13135 W Lisbon Rd Brookfield WI 53005
Type of Business: Tool Manufacturer Position: Health & Safety Business Leader Work Phone:

BOARD OR COMMISSION INFORMATION:

In which capacity would you like to volunteer for Lake Bluff (select all boards/commissions you are interested in):

- [X] Architectural Board of Review
- [X] Board of Police Commissioners
- Committee Representing Our Young Adults
- Historic Preservation Commission
- Joint Plan Commission & Zoning Board of Appeals
- Police Pension Board of Trustees
- Senior Resources Commission
- Other:

1. Please list special skills, knowledge or professional experience that would contribute to the board(s) for which you are expressing an interest. Completed both the LF Police and Fire Citizens Academy. Highly interested in the strength and safety of our community and those protecting. Work closely with FF in job

2. Identify any board, commission or committee on which you have served either in Lake Bluff or another municipality. Appointed to the community relations board in East Lansing, MI while a student at Michigan State University. Worked for Lansing Mayor

3. Describe any professional organization(s) in which you are active. Serve on several boards and organization in health, safety, and ergonomics within the construction industry

4. Are there any circumstances that could pose a conflict of interest if you are appointed? no

5. Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings. Occasional work related travel

6. Please explain why you are interested in volunteering to serve the Village of Lake Bluff. Wife is a lifelong resident and 4th generation LB/LFer, my daughter is a 5th generation LB/LFer and I am committed to volunteering and helping my community.

POST HIGH SCHOOL EDUCATION:

<table>
<thead>
<tr>
<th>College</th>
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<th>Major</th>
<th>Degree/Certificate</th>
<th>No. Years Attended</th>
</tr>
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<tbody>
<tr>
<td>Michigan State University</td>
<td>East Lansing, MI</td>
<td>Kinesiology</td>
<td>BS</td>
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<tr>
<td>DePaul University</td>
<td>Chicago, IL</td>
<td>MBA</td>
<td>MBA</td>
<td>2</td>
</tr>
</tbody>
</table>

Please provide two local references (with contact information):

Raffi Elchemmas
Applicant's Printed Name

Signature Date 04/12/2018

PLEASE MAIL TO VILLAGE HALL AT 40 E. CENTER AVE. LAKE BLUFF, IL 60044 OR EMAIL TO vlb@lakebluff.org
SUMMARY OF BACKGROUND AND REASON FOR REQUEST:

On February 10, 2023 the Village of Lake Bluff received a zoning variation application from Tim Noffke and Cathy Srebalus (jointly, “Applicant”) for zoning relief necessary to construct a shed in the rear yard of the single-family residence located at 525 East Center Avenue. 525 East Center Avenue is a local historical landmark. On March 8, 2023 the HPC conducted and terminated an advisory review of the proposed shed, having no concerns or issues with the proposed work.

In response to the property owner letters that went out for the PCZBA public hearing, an anonymous letter was received from a resident within 300 feet of the subject property, whom opposes the request (see April 19, 2023 PCZBA packet).

On April 19, 2023, the applicant presented their plans to the PCZBA, whom continued the public hearing after expressing a number of concerns and suggested changes including: lowering the shed height, reducing imperious surfaces if possible, adding a swale, and providing information on the trees that will replace the existing ones. The applicant resubmitted plans that addressed the PCZBA’s concerns; the size of the shed decreased from 176 sq. ft. to 154 sq. ft. and the height of the shed decreased from 14 feet to 12 feet, 1 inch. The applicant also hired Bleck Engineering to address drainage concerns and provided a plan showing five arborvitae to replace the existing trees.

On May 17, 2023, the PCZBA unanimously voted (6-0) to forward a favorable recommendation to the Village Board on these requests, subject to the condition that the five arborvitae (or similar) shown on the revised site plan to the east and south of the proposed shed be at least 6’ in height (at least as tall as the existing fence). The Village Board approved first reading of the ordinance at its June 12 meeting.

REPORTS AND DOCUMENTS ATTACHED:
1. Subject Ordinance with applicant’s petition and plans;
2. A copy of the April 19, 2023 PCZBA packet and additional submittals (includes an anonymous letter from a resident within 300 feet of the subject property).
3. A copy of the May 17, 2023 PCZBA packet and additional submittals.

PCZBA’S RECOMMENDATION: Approval of the ordinance.

VILLAGE ADMINISTRATOR’S RECOMMENDATION: Consideration of the ordinance.

DATE REFERRED TO VILLAGE BOARD: 6/26/2023
ORDINANCE NO. 2023-__

AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S FLOOR AREA RATIO AND IMPERVIOUS SURFACE COVERAGE RESTRICTIONS
(525 East Center Avenue)

Passed by the Board of Trustees, ________________, 2023

Printed and Published, ________________, 2023

Printed and Published in Pamphlet Form by Authority of the President and Board of Trustees

VILLAGE OF LAKE BLUFF
LAKE COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

______________________________
Deputy Village Clerk
ORDINANCE NO. 2023-__

AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S FLOOR AREA RATIO AND BUILDING COVERAGE RESTRICTIONS
(525 East Center Avenue)

WHEREAS, Tim Noffke and Cathy Srebalus ("Applicant") are the owners of 525 East Center Avenue within the Village’s R-4 Residence District, which property is legally described in Exhibit A to this Ordinance ("Subject Property"); and,

WHEREAS, the Applicant has requested (i) a 1,098.1-square-foot variation (30.0% increase) from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning Regulations; and (ii) a 767.1-square-foot variation (16.5% increase) from the maximum impervious surface coverage limitation of Section 10-5-7 of the Zoning Regulations (collectively, the “Variations”) to construct a shed in the rear yard (“Improvement”); and,

WHEREAS, the Village Board of Trustees, upon receipt of a positive or negative recommendation from the Village Joint Plan Commission and Zoning Board of Appeals ("PCZBA"), has final authority to grant or deny the Variations pursuant to Section 10-2-4A of the Zoning Regulations; and,

WHEREAS, a public notice describing the Variations was duly advertised on or before February 28, 2023, in The News-Sun, and the PCZBA held a public hearing on April 19, 2023, and May 17, 2023, for the purpose of considering the Variation; and,

WHEREAS, at the close of the public hearing on May 17, 2023, the PCZBA recommended that the Village Board grant the variations; and

WHEREAS, the Village Board of Trustees has determined that it would be in the best interest of the Village to grant the Variations in accordance with, and subject to, the conditions, restrictions, and provisions of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Recitals.
The foregoing recitals are incorporated into, and made a part of, this Ordinance as the findings of the President and Board of Trustees of the Village.

Section 2. Public Hearing.
A public hearing to consider the Applicant’s request for the Variations was duly advertised on or before February 28, 2023, in The News-Sun, and was held by the PCZBA on April 19, 2023, and May 17, 2023. On May 17, 2023, the PCZBA recommended approval of the Variations.

Section 3. Variation Approval.
Pursuant to the standards and procedures set forth in Section 10-2-4 of the Zoning Regulations and subject to and contingent upon the conditions, restrictions, and
provisions set forth in Section 4 of this Ordinance, the Applicant is hereby granted the following Variations to permit the construction of the Improvements on the Subject Property:

A. A 1,098.1-square-foot variation (30.0% increase) from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning Regulations; and

B. A 767.1-square-foot variation (16.5% increase) from the maximum impervious surface coverage limitation of Section 10-5-7 of the Zoning Regulations.

Section 4. Conditions.

The Variations granted in Section 3 of this Ordinance is expressly subject to and contingent on each of the following conditions, restrictions, and provisions:

A. No Authorization of Work. The approvals granted pursuant to this Ordinance do not authorize the development, construction, reconstruction, alteration, demolition, or moving of any buildings or structures on the Property, but merely authorize the preparation, filing, and processing of applications for any permits or approvals that may be required by the codes and ordinances of the Village, including without limitation demolition and building permits.

B. Compliance with Application. The Subject Property must be developed, used, and maintained in strict accordance with the zoning application and related documents submitted by the Applicant and attached to this Ordinance as Exhibit B.

C. Compliance with Plans. The Subject Property must be developed, used, and maintained in substantial compliance with the plans submitted by the Applicant to the Village, which consists of (i) two pages of plans dated May 1, 2023, and prepared by Wells Wheeler, Architect, the first of which notes five arborvitae (or similar), to be at least 6’ in height, located east and south of the proposed shed, along with (ii) an additional two pages of plans received at the May 17, 2023 public hearing, also prepared by Wells Wheeler, Architect, and (iii) a letter and drainage plan prepared by Bleck Engineering dated May 12, 2023; and all of which are attached as Group Exhibit C, (collectively "Plans"); and

D. Compliance with Applicable Law. In addition to the other specific requirements of this Ordinance, the Subject Property, the Improvements, and all of the Applicant’s operations and activities conducted on and in the Subject Property, must comply at all times with all applicable federal, state, and Village statutes, ordinances, resolutions, rules, codes, and regulations.

Section 5. Failure To Comply With Conditions.

Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the approval granted in Section 3 of this Ordinance will, at the sole discretion of the Board of Trustees, by ordinance duly adopted, be revoked and become null and void.

Section 6. Binding Effect.

The privileges, obligations, and provisions of each and every section and provisions of this Ordinance are for an inure to the benefit of and run with and bind the Subject Property, unless otherwise explicitly set forth in this Ordinance.
Section 7. Effective Date.

A. This Ordinance will be effective only upon the occurrence of all of the following events:

i. Passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law; and

ii. Publication in pamphlet form in the manner required by law; and

iii. The filing by the Applicant with the Village Clerk, for recording in the Office of the Lake County Recorder of Deeds, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. The unconditional agreement and consent must be executed by the Applicant. The unconditional agreement and consent must be substantially in the form attached hereto and incorporated herein as Exhibit C.

B. In the event that the Applicant does not file with the Village Clerk the unconditional agreement and consent required by Paragraph 7.A(iii) of this Ordinance within 60 days after the date of final passage of this Ordinance, the Board of Trustees of Trustees will have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

[SIGNATURE PAGE FOLLOWS]
PASSED this ___th day of ______, 2023, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED this ___th day of _____, 2023.

Village President

ATTEST:

Deputy Village Clerk

FIRST READING: June 12, 2023

SECOND READING:

PASSED:

APPROVED:

PUBLISHED IN PAMPHLET FORM:
Exhibit A

Legal Description of the Subject Property

THE EAST 75.0 FEET OF THE WEST 385.0 FEET OF THE NORTH ½ OF BLOCK 18 IN LAKE BLUFF IN PART OF THE NORTH 1/2 OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED MARCH 15, 1877 AS DOCUMENT 16918 IN BOOK "A" OF PLATS, PAGE 95, IN LAKE COUNTY, ILLINOIS.

Commonly known as 525 East Center Avenue, Lake Bluff, Illinois
Exhibit B

Application
Exhibit C

Plans
EXHIBIT D

Applicant’s Unconditional Agreement and Consent

TO: The Village of Lake Bluff, Illinois (“Village”):

WHEREAS, Tim Noffke and Cathy Srebalus (collectively, "Applicant") are the owners of the property commonly known as 525 East Center Avenue in the Village, which is within the Village’s (R-4) Residence District and is legally described on the attached Exhibit A (“Subject Property”); and

WHEREAS, the Applicant has requested (i) a 775.4-square-foot (21%) variation from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning Regulations; and (ii) a 549-square-foot (11.8%) variation from the maximum impervious surface coverage limitation of Section 10-5-7 of the Zoning Regulations (collectively, the “Variations”) to facilitate the construct a shed in the rear yard of a single-family residence on the Subject Property (“Improvement”); and

WHEREAS, Ordinance No. 2023-______, adopted by the President and Board of Trustees of the Village of Lake Bluff on ________, 2023 (“Ordinance”), grants the Variations for the Subject Property, subject to certain modifications, conditions, restrictions, and provisions; and

WHEREAS, Subsection 7.B of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicant files with the Village Clerk, within 60 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each of the terms, conditions and limitations set forth in said Ordinance;

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant hereby unconditionally agrees to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of the Ordinance.

2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village’s issuance of any permits for the Improvements or for the use of the Subject Property, including, without limitation, the Variations granted in the Ordinance, and that the Village’s insurance of any such permits does not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant agrees to and does hereby hold harmless, indemnify and defend the Village, the Village’s corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all injuries, damages, claims, liabilities, demands, causes of action, losses, suits, expenses, liabilities, and judgments of any and all nature and kind whatsoever, including without limitation costs, expenses, and attorneys’ fees, arising out of, occasioned by, connected with, or in any way attributable to, the
operation and use of the Subject Property, the Improvements, or the Village’s adoption of the Ordinance.


ATTEST: Tim Noffke

By:___________________  By:__________________________

ATTEST: Cathy Srebalus

By:___________________  By:__________________________

ATTEST:  

By:___________________  By:__________________________
Village of Lake Bluff, Illinois
Zoning Relief Application
Applicant Information (Page 1 of 2)

Subject Property
Address: 525 East Center Avenue
PIN: 1221219006
Current Use: Residence

Owner / Title Holder
Name: Tim Noffke
Address: 525 E. Center Ave
Lake Bluff, IL 60044
Phone: 847 894 8415
E-mail: tjnoffke@outlook.com

Joint Ownership (if applicable)
Name: Cathy Srebalus

If ownership is other than individual or joint, check below and attach additional information:

- [ ] Corporation
- [ ] Partnership
- [ ] Land Trust
- [ ] Trust

Applicant (If Different)
Name:
Address:
Relationship to Property:
Phone:
E-mail:

Are all real estate taxes, special assessments, and other obligations paid on the subject property in full? If no, explain.

- [ ] Yes
- [ ] No

Rev. August 2019
Village of Lake Bluff, Illinois
Zoning Relief Application
Applicant Information (Page 2 of 2)

Narrative of Request / Proposed Work:
Construction of a shed in the rear of the property for the purpose of storage of owner's seasonal items including yard and garden maintenance equipment, lawn/deck furniture, bicycles, and other miscellaneous possessions.

Printing - Choose One:
The PCZBA requests that all drawings be produced no larger than 11” x 17” whenever possible.
In addition to printed copies, submit digital copies of all materials to geole@lakebluff.org.

☑️ I request that the Village produce any necessary copies of my application and any attachments.
I understand that my application escrow will be charged the cost of printing.
For architectural sized plans, costs may be significant and include delivery fees.

☐ I will provide 9 printed copies of my application and any attachments to Village Hall (40 E. Center Ave.) and will ensure they are received no later than 15 days prior to the meeting.

Signatures
The undersigned hereby represent, upon all of the penalties of the law, for the purpose of inducing the Village of Lake Bluff to take the action herein requested, that all statements herein and on all related attachments are true and that all work here mentioned will be done in accordance with the ordinances of the Village of Lake Bluff and the laws of the State of Illinois. The owner must sign the application.

Owner

Applicant

Date: 07-26-2023

Rev. Jan. 2022
The PCZBA is required to base their recommendations on the following standards. It is the burden of the Applicant to establish that they meet each standard. Each standard is printed below. You should provide a statement as to how your application satisfies each standard. You may respond to the questions below on this sheet, or attach a separate typed sheet.

**Practical Difficulty or Hardship:** No variation shall be granted pursuant to this section unless the applicant shall have established that carrying out the strict letter of the provisions of this title would create a particular hardship or a practical difficulty.

The Owners have experienced a practical difficulty of being able to safely store outdoor furniture and yard maintenance equipment during the winter months. Owners are requesting relief from zoning restrictions to allow construction of an accessory building for this purpose.

**Unique Physical Condition:** The subject property or structure is exceptional as compared to other lots and structures subject to the same provision by reason of a unique physical condition, including: a) presence of an existing use, structure, or sign, whether conforming or nonconforming; b) irregular or substandard shape or size; c) exceptional topographical features; or d) other extraordinary physical conditions peculiar to and inherent in the subject property or structure that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot or structure rather than the personal situation of the current owner of the lot or structure.
The PCZBA is required to base their recommendations on the following standards. It is the burden of the Applicant to establish that they meet each standard. Each standard is printed below. You should provide a statement as to how your application satisfies each standard. You may respond to the questions below on this sheet, or attach a separate typed sheet.

Not Merely Special Privilege: The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the granting of an authorized variation.

The Owner ought to be able to safely store outdoor furniture and yard maintenance equipment during the winter months in an enclosed protected area.

Code Purposes: The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which this code and the provision from which a variation is sought were enacted.

The variation would allow the Owners to build an accessory building similar to those allowed in several adjacent properties in the neighborhood.

Public Health And Safety: The variation would not: a) impair an adequate supply of light and air to adjacent property; b) increase the congestion in public streets unreasonably, or increase parking requirements on public streets unreasonably; c) increase the hazard of fire; d) endanger the public safety; e) diminish or impair the value of property within the area surrounding the subject property; or f) in any other respect impair the public health, safety, comfort, morals, and welfare.

The variation would allow the construction of the accessory building and would not impair the public health, safety, comfort, morals, or welfare of the neighborhood or the Village of Lake Bluff.
Address or Lot #: 525 E. Center Ave.

("Left" and "Right" are relative to standing on the addressed street and looking towards the property.)

For subdivisions involving existing structures, complete every line.
For variation requests, complete only those lines affected by the proposed work.

<table>
<thead>
<tr>
<th></th>
<th>Existing</th>
<th>Proposed</th>
<th>Conforms or Variation Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Width (as measured at front setback line)</td>
<td>75'</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lot Area</td>
<td>9300 sf</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principal Building Setback</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front</td>
<td>20'</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Side (Left)</td>
<td>7.5'</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Side (Right)</td>
<td>9.72'</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Side (Combined – Sum Sides)</td>
<td>17.22'</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rear</td>
<td>18.6'</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accessory Building Setback</td>
<td>5'</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regulatory Floor Area</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Impervious Surface Coverage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front Yard Impervious Surface</td>
<td>355.4 sf</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building Coverage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maximum Building Height</td>
<td>34'</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Daylight Plane Height Restriction (Start at 12' at the lot line. Add one foot &quot;up&quot; for each one foot &quot;in&quot; from the lot line. Note if any building element(s) exceed the height plane.)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Village of Lake Bluff, Illinois  
Zoning Relief Application  
Regulatory Floor Area Worksheet

Address or Lot #: 525 E. Center Ave.

The full rules for calculating Floor Area Ratio can be viewed here. 
Allowances vary depending on the size of your lot. 
Staff can help calculate your eligibility for these, which adjust your total floor area (grey areas). 
You should provide scale plans or drawings to justify your figures.

<table>
<thead>
<tr>
<th>Lot Area</th>
<th>Existing (Applicant Completes)</th>
<th>Proposed (Applicant Completes)</th>
<th>Allowance (Staff Completes)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Floor Area</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Include all floors, basements, and detached structures)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attics less than 6' in height</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attics greater than 6' in height not readily usable for living space</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basements, window wells, and stairwells protruding less than 3' from grade to first floor elevation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Detached structures in rear 27' or 25% of lot (whichever is greater)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stoops and decks less than 42&quot; in height</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Covered porches less than 42&quot; in height</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undereaves protruding more than 2' from exterior wall</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Penalty for areas greater than 10' ceiling height</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REGULATORY FLOOR AREA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Staff Completes)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Conformance / Required Variation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Staff Completes)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Rev. May 2019
THIS AGREEMENT ("Agreement") is made and entered into as of ____________, 20__,
by and between THE VILLAGE OF LAKE BLUFF ("Village") and

("Applicant").

IN CONSIDERATION OF the recitals and mutual covenants and agreements set forth herein, the
receipt and sufficiency of which are hereby mutually acknowledged, the parties hereto agree as
follows:

SECTION 1. RECITALS.

A. The Applicant has submitted to the Village for its review and consideration an
application seeking zoning relief necessary to commence a proposed use at or to construct
proposed improvements of the real property located at:

525 E. Center Avenue ____________________________, Lake Bluff, Illinois ("Proposal") that
requires one or more of the following actions by the Village:

i. Approval or amendment of zoning relief pursuant to Title 10 of the Municipal
Code, including without limitation: a variation, special use permit, site plan
approval, planned residential development, planned commercial
development, planned mixed use development, RIO development plan,
and/or amendment to the text of Title 10;

ii. Approval or amendment of a plat of subdivision pursuant to Title 11 of the
Municipal Code;

iii. Approval pursuant to the Village’s Watershed Development Ordinance, as
adopted by reference in Title 12 of the Municipal Code; or

iv. The preparation and consideration of amendments to the Village’s liquor
regulations, contained in Title 3, Chapter 2 of the Municipal Code.

B. Pursuant to Section 1-12-3 of the Village Comprehensive Fee Schedule and
Section 10-2-6 of the Village Zoning Regulations ("Escrow Regulations"), applications for approval
of a variation and a site plan and/or an amendment to a site plan and/or a text amendment to the
Village’s Zoning Regulations and other zoning relief must be accompanied by the applicable
application fee and the applicant is responsible for payment of any additional costs incurred by the
Village, including consultant costs and attorneys’ fees, but not including normal operating activities
such as internal staff time ("Reimbursement Costs").

SECTION 2. CASH DEPOSIT.

Pursuant to the Escrow Regulations, and in connection with the application for the
Development, the Developer agrees to provide a cash escrow deposit to the Village in the amount of
$3,000 ("Escrow") to be used towards Reimbursement Costs incurred by the Village in processing
the application for approval of the Proposal.
SECTION 3. REPLENISHMENT.

Pursuant to the Escrow Regulations, the Village Administrator shall periodically review the Escrow to ensure that adequate funds are available to satisfy the Reimbursement Costs relating to the Development. The Village Administrator shall notify the Applicant at such times when draws are made against the Escrow towards Reimbursement Costs. Subject to the terms of this Agreement, in the event that the Village Administrator determines that sufficient funds are not available, the Village Administrator shall so notify the Applicant and request a further amount to defray the anticipated additional costs. The Village Administrator shall determine the further amount due based on the nature of the Proposal, its complexity, the anticipated need for additional legal and other consultant services, and the amount of time remaining before the completion of the Proposal. The Applicant shall be given fourteen (14) days to deposit the additional funds. In the event that the funds are not deposited, the Village shall take no further action on the Proposal and shall so advise the Applicant.

SECTION 4. FINAL DISBURSEMENT.

Pursuant to the Escrow Regulations, at the completion of the Proposal and after all outstanding Reimbursement Costs incurred by the Village related to the Proposal have been satisfied in full, the Village Administrator shall remit the balance of the Escrow, if any, to the Applicant.

SECTION 5. DESIGNATED CONTACTS.

The designated contact persons for the Applicant and the Village concerning this Agreement are as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>For Village</th>
<th>For Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>Drew Irvin</td>
<td>Wells Wheeler</td>
</tr>
<tr>
<td>Organization</td>
<td>Village Administrator</td>
<td>Architect</td>
</tr>
<tr>
<td>Address</td>
<td>Village of Lake Bluff</td>
<td></td>
</tr>
<tr>
<td>City, State, Zip</td>
<td>40 East Center Avenue</td>
<td>1100 N. Waukegan Rd.</td>
</tr>
<tr>
<td></td>
<td>Lake Bluff, IL 60044</td>
<td>Lake Forest, IL 60045</td>
</tr>
<tr>
<td>Phone Number</td>
<td>(847) 283-6883</td>
<td>847 804 0487</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:dirvin@lakebluff.org">dirvin@lakebluff.org</a></td>
<td><a href="mailto:wwarnch@sbcglobal.net">wwarnch@sbcglobal.net</a></td>
</tr>
</tbody>
</table>
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

ATTEST

By ______________________________

Its ______________________________

ATTEST:

By ______________________________

Its ______________________________

APPLICANT

By ______________________________

Its ______________________________

VILLAGE OF LAKE BLUFF

By ______________________________

Its Village Administrator
May 12, 2023
Project No. 60-862

Wells P. Wheeler, Architect ALA
1100 North Waukegan Road
Lake Forest, Illinois 60045

Re: 525 E. Center Avenue, Lake Bluff

Dear Wells,

I have reviewed the following documents you provided for 525 E. Center Avenue;

1. Existing and Proposed Impervious Surface Calculation
2. Plat of Survey prepared by Peklay Surveying Co., Ltd. 4.27.22
3. A-1 Site Plan, Wells Wheeler Arch. 5.1.23
4. Notes for 6” storm sewer at 525 E Center

Based on the information provided there is a slight increase in impervious surface as a result of the demolition of a raised patio and the addition of the proposed shed. Your calculations show this to be 76 sq. ft. of new impervious surface.

Records provided indicate that there is a 6” PVC storm sewer service for 525 E. Center Avenue which is connected to the Village storm sewer. The sewer extends along the east and west sides of the home to pick up rear yard downspouts as well as an inlet near a deck.

In order to mitigate the change in impervious surface we recommend collecting the roof runoff from the proposed shed and tying that into the existing storm sewer nearby.

As discussed over the phone, two inlets are to be installed, one at the northwest corner of the shed, and one at the southwest, which are shown on your a-1 Site Plan. I have attached a detail of a yard inlet we recommend. The pipe should be 6” PVC SDR 26 to match what is currently in place.

If you have any questions or wish to discuss this in greater detail, I can be reached at mbleck@bleckeng.com.

Best regards,

Bleck Engineering Company

Michael G. Bleck, PE
NDS 12" SQUARE TAPERED POLYPROPYLENE CATCH BASIN W/ U.V. INHIBITORS.

12 3/8" SQ. WIDTH

SLOPE

NDS 12" SQUARE POLYOLEFIN GRATE W/ U.V. INHIBITORS. OR BRONZE GRATE.

SLOPE

12 3/8" DEPTH

COMPACTED SOIL

3/4" GRAVEL BASE 4' TO 6' DEEP BELOW BASIN. TO PREVENT STANDING WATER.

DRILL 1/2" WEEP HOLE TYPICAL OF 4 PLACES AT BTM CORNERS.

NOTE:

- GRATE TO BE ATTACHED TO CATCH BASIN WITH SCREW PROVIDED AT TIME OF INSTALLATION.

NDS 12" sq. CATCH BASIN TYPICAL INSTALLATION.

LANDSCAPE APPLICATION.

N T S.
Memorandum

TO: Chair Peters and Members of the Joint Plan Commission & Zoning Board of Appeals
FROM: Eric Mueller, Administrative Intern
DATE: March 31, 2023
SUBJECT: Agenda Item #4 – A Public Hearing for 525 East Center Avenue

Applicant Information: Tim Noffke and Cathy Srebalus
(jointly, “Applicant”)

Purpose: Seeking a floor area ratio variation and an impervious surface variation to construct a shed in the rear yard.

Public Notice:

<table>
<thead>
<tr>
<th>Source</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lake County News-Sun</td>
<td>February 28, 2023</td>
</tr>
<tr>
<td>Property Owner Letter</td>
<td>March 30, 2023</td>
</tr>
</tbody>
</table>

Applicable Land Use Regulations:

- Section 10-2-4 (Variations)
- Section 10-5-6 (Floor Area Ratio)
- Section 10-5-7 (Impervious Surface Coverage)

Summary and Background Information
On February 10, 2023, the Village of Lake Bluff received a zoning variation application from Tim Noffke and Cathy Srebalus (jointly, “Applicant”) for zoning relief necessary to construct a shed (accessory structure) in the rear yard of the single-family residence located at 525 East Center Avenue.

525 East Center Avenue was built in 1915 and is located within the Village’s R-4 residence district with a lot size of 9,300 sq. ft. Based on the Maximum Gross Floor Area rules for lots of more than 9,000 sq. ft. but less than or equal to 18,000 sq. ft. from Section 10-5-6 of the Zoning regulations, the allowable FAR for the property is 3,660 sq. ft. Currently the existing floor area for the home is 4,214.9 sq. ft., 614.9 sq. ft. (15%) over the allowable FAR. It is unknown how this property became non-conforming with respect to floor area. The addition of the 176 sq. ft. shed would put the floor area of the property at 4,390.9 sq. ft. or 730.9 sq. ft. (19.9%) over the allowable FAR.
According to Section 10-5-7 of the Zoning Regulations, due to being in the R-4 residence district and having a lot size that is 75 feet wide, the property is allowed a maximum impervious surface coverage of 4,650 sq. ft. Currently, the lot has an impervious surface coverage of 5,023 sq. ft., 373 sq. ft. (8%) over the allowable impervious surface coverage. It is unknown how or when this property violated the maximum impervious surface coverage. The addition of the 176 sq. ft. shed would increase the lot’s impervious surface coverage to 5,199 sq. ft., 549 sq. ft. (11.8%) over the allowable impervious surface coverage.

In 2006, this home became a local historical landmark. On March 8, 2023, the HPC conducted an advisory review of the proposed shed. At the meeting, the HPC terminated the advisory review, having no concerns or issues with the proposed work.

In response to the public hearing property owner letters that went out, an anonymous letter was received from a resident within 300 feet of the subject property, whom opposes the request (see attached).

### Zoning Analysis

<table>
<thead>
<tr>
<th></th>
<th>Maximum Allowed</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing</td>
<td>3,660 sq. ft.</td>
<td>4,259.4 sq. ft.</td>
<td>599.4 sq. ft. (~16%)</td>
</tr>
<tr>
<td>Proposed</td>
<td>3,660 sq. ft.</td>
<td>4,435.4 sq. ft.</td>
<td>775 (~21%)</td>
</tr>
</tbody>
</table>

According to Section 10-5-6 of the Zoning Regulations, for lots of more than 9,000 sq. ft., but less than or equal to 18,000 sq. ft., the formula to determine maximum floor area is 3,660 + (0.2 x total square feet of lot size in excess of 9,000).

### 10-5-6 FLOOR AREA RATIO

According to Section 10-5-7 of the Zoning Regulations, for lots located in the R-4 residence district and have a lot width between 50 feet and 75 feet, the formula to determine maximum impervious surface coverage is 50% + [(75’ – the actual width of the lot in feet) x 0.4].

### 10-5-7 IMPERVIOUS SURFACE COVERAGE

<table>
<thead>
<tr>
<th></th>
<th>Maximum Allowed</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing</td>
<td>4,650 sq. ft.</td>
<td>5,023 sq. ft.</td>
<td>373 sq. ft. (~8%)</td>
</tr>
<tr>
<td>Proposed</td>
<td>4,650 sq. ft.</td>
<td>5,199 sq. ft.</td>
<td>549 sq. ft. (~11.8%)</td>
</tr>
</tbody>
</table>
The Applicant has provided statements addressing the standards for variation in the attached application. The PCZBA should consider if the Applicant’s statements and submitted materials satisfy the standards for variation prescribed by the Zoning Regulations.

**10-2-4 VARIATIONS**

**B. Standards For Variations:** Notwithstanding any other provision of this section, no variation shall be granted pursuant to this section unless the applicant shall have established that carrying out the strict letter of the provisions of this title would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the following standards:

1. **Unique Physical Condition:** The subject property or structure is exceptional as compared to other lots and structures subject to the same provision by reason of a unique physical condition, including: a) presence of an existing use, structure, or sign, whether conforming or nonconforming; b) irregular or substandard shape or size; c) exceptional topographical features; or d) other extraordinary physical conditions peculiar to and inherent in the subject property or structure that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot or structure rather than the personal situation of the current owner of the lot or structure.

2. **Not Merely Special Privilege:** The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the granting of an authorized variation.

3. **Code Purposes:** The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which this code and the provision from which a variation is sought were enacted.

4. **Public Health And Safety:** The variation would not: a) impair an adequate supply of light and air to adjacent property; b) increase the congestion in public streets unreasonably, or increase parking requirements on public streets unreasonably; c) increase the hazard of fire; d) endanger the public safety; e) diminish or impair the value of property within the area surrounding the subject property; or f) in any other respect impair the public health, safety, comfort, morals, and welfare.

**Village Code - Variations – Protective Conditions**

The PCZBA may also impose protective conditions and limitations tied to the relief.

**10-2-4 VARIATIONS**

**C. Conditions On Variations:** The PCZBA or the village board, whichever body has the final authority to grant the variation pursuant to subsection A of this section, may impose, and the PCZBA, if it is a recommending body pursuant to subsection A2 of this section, may recommend the imposition of such specific conditions and limitations concerning use, construction, character, location, landscaping, screening, and other matters relating to the purposes and objectives of this title upon the premises benefited by a variation as may be necessary or appropriate to prevent or minimize adverse effects upon other property and improvements in the vicinity of the subject property or upon public facilities and services. Such conditions shall be expressly set forth in the resolution or ordinance granting the variation. Violation of any such condition or limitation shall be a violation of this code and shall constitute grounds for revocation of the variation.
Action on Request

The Applicant has provided statements addressing the relevant standards for relief in the attached application. The PCZBA should consider if the Applicant’s statements and submitted materials satisfy the established standards.

The PCZBA is a recommending body in this matter. After commencing the public hearing on the requested variation, the PCZBA should take one of the following actions:

<table>
<thead>
<tr>
<th>Action</th>
<th>Example Motion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuation (need more information)</td>
<td>“I move to continue this hearing to the next regular meeting of the PCZBA.”</td>
</tr>
<tr>
<td>Approval</td>
<td>“I move to recommend the Village Board approve the requested relief.”</td>
</tr>
<tr>
<td>Approval with Conditions</td>
<td>“I move to recommend the Village Board approve the requested relief, conditional upon: […]”</td>
</tr>
<tr>
<td>Denial</td>
<td>“I move to recommend the Village Board deny the requested relief.”</td>
</tr>
</tbody>
</table>

Attachments

- Draft approval Ordinance.
- A copy of the Applicant’s application with supporting documentation.
- Anonymous letter from a resident within 300 feet of the subject property.
ORDINANCE NO. 2023-__

AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S FLOOR AREA RATIO AND IMPERVIOUS SURFACE COVERAGE RESTRICTIONS
(525 East Center Avenue)

Passed by the Board of Trustees, ________________, 2023

Printed and Published, ________________, 2023

Printed and Published in Pamphlet Form by Authority of the
President and Board of Trustees

VILLAGE OF LAKE BLUFF
LAKE COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

______________________________
Village Clerk
ORDINANCE NO. 2022-__
AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S FLOOR AREA RATIO AND BUILDING COVERAGE RESTRICTIONS
(525 East Center Avenue)

WHEREAS, Tim Noffke and Cathy Srebalus ("Applicant") are the owners of 525 East Center Avenue within the Village’s R-4 Residence District, which property is legally described in Exhibit A to this Ordinance ("Subject Property"); and,

WHEREAS, the Applicant has requested (i) a 775.4-square-foot (21%) variation from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning Regulations; and (ii) a 549-square-foot (11.8%) variation from the maximum impervious surface coverage limitation of Section 10-5-7 of the Zoning Regulations (collectively, the “Variations”) to construct a shed in the rear yard ("Improvement"); and,

WHEREAS, the Village Board of Trustees, upon receipt of a positive or negative recommendation from the Village Joint Plan Commission and Zoning Board of Appeals ("PCZBA"), has final authority to grant or deny the Variations pursuant to Section 10-2-4A of the Zoning Regulations; and,

WHEREAS, a public notice describing the Variations was duly advertised on or before February 28, 2023, in The News-Sun, and the PCZBA held a public hearing on April 19, 2023, for the purpose of considering the Variation; and,

WHEREAS, at the close of the public hearing on April 19, 2023, the PCZBA recommended that the Village Board grant the variations; and

WHEREAS, the Village Board of Trustees has determined that it would be in the best interest of the Village to grant the Variations in accordance with, and subject to, the conditions, restrictions, and provisions of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1.  Recitals.
The foregoing recitals are incorporated into, and made a part of, this Ordinance as the findings of the President and Board of Trustees of the Village.

Section 2.  Public Hearing.
A public hearing to consider the Applicant’s request for the Variations was duly advertised on or before February 28, 2023, in The News-Sun, and was held by the PCZBA on April 19, 2023. On April 19, 2023, the PCZBA recommended approval of the Variations.

Section 3.  Variation Approval.
Pursuant to the standards and procedures set forth in Section 10-2-4 of the Zoning Regulations and subject to and contingent upon the conditions, restrictions, and
provisions set forth in Section 4 of this Ordinance, the Applicant is hereby granted the following Variations to permit the construction of the Improvements on the Subject Property:

A. A 775.4-square-foot (21%) variation from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning Regulations; and

B. A 549-square-foot (11.8%) variation from the maximum impervious surface coverage limitation of Section 10-5-7 of the Zoning Regulations.

Section 4. Conditions.
The Variations granted in Section 3 of this Ordinance is expressly subject to and contingent on each of the following conditions, restrictions, and provisions:

A. No Authorization of Work. The approvals granted pursuant to this Ordinance do not authorize the development, construction, reconstruction, alteration, demolition, or moving of any buildings or structures on the Property, but merely authorize the preparation, filing, and processing of applications for any permits or approvals that may be required by the codes and ordinances of the Village, including without limitation demolition and building permits.

B. Compliance with Application. The Subject Property must be developed, used, and maintained in strict accordance with the zoning application and related documents submitted by the Applicant and attached to this Ordinance as Exhibit B.

C. Compliance with Plans. The Subject Property must be developed, used, and maintained in substantial compliance with the plans submitted by the Applicant to the Village dated February 10, 2023, which consist of 3 total pages prepared by Wells Wheeler of Wells Wheeler Architect; and all of which are attached as Group Exhibit C, (collectively "Plans"); and

D. Compliance with Applicable Law. In addition to the other specific requirements of this Ordinance, the Subject Property, the Improvements, and all of the Applicant’s operations and activities conducted on and in the Subject Property, must comply at all times with all applicable federal, state, and Village statutes, ordinances, resolutions, rules, codes, and regulations.

Section 5. Failure To Comply With Conditions.
Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the approval granted in Section 3 of this Ordinance will, at the sole discretion of the Board of Trustees, by ordinance duly adopted, be revoked and become null and void.

Section 6. Binding Effect.
The privileges, obligations, and provisions of each and every section and provisions of this Ordinance are for an inure to the benefit of and run with and bind the Subject Property, unless otherwise explicitly set forth in this Ordinance.

Section 7. Effective Date.
A. This Ordinance will be effective only upon the occurrence of all of the following events:
i. Passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law; and

ii. Publication in pamphlet form in the manner required by law; and

iii. The filing by the Applicant with the Village Clerk, for recording in the Office of the Lake County Recorder of Deeds, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. The unconditional agreement and consent must be executed by the Applicant. The unconditional agreement and consent must be substantially in the form attached hereto and incorporated herein as Exhibit C.

B. In the event that the Applicant does not file with the Village Clerk the unconditional agreement and consent required by Paragraph 7.A(iii) of this Ordinance within 60 days after the date of final passage of this Ordinance, the Board of Trustees of Trustees will have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

[SIGNATURE PAGE Follows]
PASSED this ___th day of April, 2023, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED this ___th day of April, 2023.

______________________________
Village President

______________________________
Deputy Village Clerk

FIRST READING:

SECOND READING:

PASSED:

APPROVED:

PUBLISHED IN PAMPHLET FORM:
Exhibit A

Legal Description of the Subject Property

THE EAST 75.0 FEET OF THE WEST 385.0 FEET OF THE NORTH ½ OF BLOCK 18 IN LAKE BLUFF IN PART OF THE NORTH 1/2 OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED MARCH 15, 1877 AS DOCUMENT 16918 IN BOOK "A" OF PLATS, PAGE 95, IN LAKE COUNTY, ILLINOIS.

Commonly known as 525 East Center Avenue, Lake Bluff, Illinois
Exhibit B

Application
Exhibit C

Plans
EXHIBIT D

Applicant’s Unconditional Agreement and Consent

TO: The Village of Lake Bluff, Illinois (“Village”):

WHEREAS, Tim Noffke and Cathy Srebalus (collectively, "Applicant") are the owners of the property commonly known as 525 East Center Avenue in the Village, which is within the Village’s (R-4) Residence District and is legally described on the attached Exhibit A (“Subject Property”); and

WHEREAS, the Applicant has requested (i) a 775.4-square-foot (21%) variation from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning Regulations; and (ii) a 549-square-foot (11.8%) variation from the maximum impervious surface coverage limitation of Section 10-5-7 of the Zoning Regulations (collectively, the “Variations”) to facilitate the construct a shed in the rear yard of a single-family residence on the Subject Property (“Improvement”); and

WHEREAS, Ordinance No. 2023-_____, adopted by the President and Board of Trustees of the Village of Lake Bluff on _______, 2023 (“Ordinance”), grants the Variations for the Subject Property, subject to certain modifications, conditions, restrictions, and provisions; and

WHEREAS, Subsection 7.B of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicant files with the Village Clerk, within 60 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each of the terms, conditions and limitations set forth in said Ordinance;

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant hereby unconditionally agrees to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of the Ordinance.

2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village’s issuance of any permits for the Improvements or for the use of the Subject Property, including, without limitation, the Variations granted in the Ordinance, and that the Village’s insurance of any such permits does not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant agrees to and does hereby hold harmless, indemnify and defend the Village, the Village’s corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all injuries, damages, claims, liabilities, demands, causes of action, losses, suits, expenses, liabilities, and judgments of any and all nature and kind whatsoever, including without limitation costs, expenses, and attorneys’ fees, arising out of, occasioned by, connected with, or in any way attributable to, the
operation and use of the Subject Property, the Improvements, or the Village’s adoption of the Ordinance.


ATTEST: Tim Noffke

By:________________________ By:________________________

ATTEST: Cathy Srebalus

By:________________________ By:________________________
Village of Lake Bluff, Illinois
Zoning Relief Application
Applicant Information (Page 1 of 2)

Subject Property

Address: 525 East Center Avenue
PIN: 1221219006
Current Use: Residence

Owner / Title Holder                      Joint Ownership (if applicable)
Name: Tim Noffke                           Cathy Srebalus
Address: 525 E. Center Ave
         Lake Bluff, IL 60044
Phone: 847 894 8415
E-mail: tjnoffke@outlook.com

If ownership is other than individual or joint, check below and attach additional information:

☐ Corporation       ☐ Partnership       ☐ Land Trust       ☐ Trust

Applicant (If Different)

Name: 
Address: 
Relationship to Property: 
Phone: 
E-mail: 

Are all real estate taxes, special assessments, and other obligations paid on the subject property in full? If no, explain.

☐ Yes       ☐ No

Rev. August 2019
Narrative of Request / Proposed Work:

Construction of a shed in the rear of the property for the purpose of storage of owner's seasonal items including yard and garden maintenance equipment, lawn/deck furniture, bicycles, and other miscellaneous possessions.

Printing - Choose One:

The PCZBA requests that all drawings be produced no larger than 11" x 17" whenever possible. In addition to printed copies, submit digital copies of all materials to geole@lakebluff.org.

☐ I request that the Village produce any necessary copies of my application and any attachments. I understand that my application escrow will be charged the cost of printing. For architectural sized plans, costs may be significant and include delivery fees.

☐ I will provide 9 printed copies of my application and any attachments to Village Hall (40 E. Center Ave.) and will ensure they are received no later than 15 days prior to the meeting.

Signatures
The undersigned hereby represent, upon all of the penalties of the law, for the purpose of inducing the Village of Lake Bluff to take the action herein requested, that all statements herein and on all related attachments are true and that all work here mentioned will be done in accordance with the ordinances of the Village of Lake Bluff and the laws of the State of Illinois. The owner must sign the application.

Owner

Applicant

Date: 07-16-2023

Date:

Rev. Jan. 2022
The PCZBA is required to base their recommendations on the following standards. It is the burden of the Applicant to establish that they meet each standard. Each standard is printed below. You should provide a statement as to how your application satisfies each standard. You may respond to the questions below on this sheet, or attach a separate typed sheet.

**Practical Difficulty or Hardship:** No variation shall be granted pursuant to this section unless the applicant shall have established that carrying out the strict letter of the provisions of this title would create a particular hardship or a practical difficulty.

The Owners have experienced a practical difficulty of being able to safely store outdoor furniture and yard maintenance equipment during the winter months. Owners are requesting relief from zoning restrictions to allow construction of an accessory building for this purpose.

**Unique Physical Condition:** The subject property or structure is exceptional as compared to other lots and structures subject to the same provision by reason of a unique physical condition, including: a) presence of an existing use, structure, or sign, whether conforming or nonconforming; b) irregular or substandard shape or size; c) exceptional topographical features; or d) other extraordinary physical conditions peculiar to and inherent in the subject property or structure that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot or structure rather than the personal situation of the current owner of the lot or structure.
The PCZBA is required to base their recommendations on the following standards. It is the burden of the Applicant to establish that they meet each standard. Each standard is printed below. You should provide a statement as to how your application satisfies each standard. You may respond to the questions below on this sheet, or attach a separate typed sheet.

**Not Merely Special Privilege:** The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the granting of an authorized variation.

The Owner ought to be able to safely store outdoor furniture and yard maintenance equipment during the winter months in an enclosed protected area.

**Code Purposes:** The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which this code and the provision from which a variation is sought were enacted.

The variation would allow the Owners to build an accessory building similar to those allowed in several adjacent properties in the neighborhood.

**Public Health And Safety:** The variation would not: a) impair an adequate supply of light and air to adjacent property; b) increase the congestion in public streets unreasonably, or increase parking requirements on public streets unreasonably; c) increase the hazard of fire; d) endanger the public safety; e) diminish or impair the value of property within the area surrounding the subject property; or f) in any other respect impair the public health, safety, comfort, morals, and welfare.

The variation would allow the construction of the accessory building and would not impair the public health, safety, comfort, morals, or welfare of the neighborhood or the Village of Lake Bluff.
Address or Lot #: 525 E. Center Ave.

(“Left” and “Right” are relative to standing on the addressed street and looking towards the property.)

For subdivisions involving existing structures, complete every line.
For variation requests, complete only those lines affected by the proposed work.

<table>
<thead>
<tr>
<th>Description</th>
<th>Existing</th>
<th>Proposed</th>
<th>Conforms or Variation Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Width (as measured at front setback line)</td>
<td>75'</td>
<td></td>
<td></td>
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<tr>
<td>Lot Area</td>
<td>9300 sf</td>
<td></td>
<td></td>
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<tr>
<td>Principal Building Setback</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front</td>
<td>20'</td>
<td></td>
<td></td>
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<tr>
<td>Side (Left)</td>
<td>7.5'</td>
<td></td>
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<tr>
<td>Side (Right)</td>
<td>9.72'</td>
<td></td>
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<tr>
<td>Side (Combined – Sum Sides)</td>
<td>17.22'</td>
<td></td>
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<tr>
<td>Rear</td>
<td>18.6'</td>
<td></td>
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<tr>
<td>Accessory Building Setback</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Regulatory Floor Area</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Impervious Surface Coverage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front Yard Impervious Surface</td>
<td>355.4 sf</td>
<td></td>
<td></td>
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<tr>
<td>Building Coverage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maximum Building Height</td>
<td>34'</td>
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<tr>
<td>Daylight Plane Height Restriction (Start at 12' at the lot line. Add one foot “up” for each one foot “in” from the lot line. Note if any building element(s) exceed the height plane.)</td>
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</tbody>
</table>
Address or Lot #: 525 E. Center Ave.

The full rules for calculating Floor Area Ratio can be viewed here.
Allowances vary depending on the size of your lot.
Staff can help calculate your eligibility for these, which adjust your total floor area (grey areas).
You should provide scale plans or drawings to justify your figures.

<table>
<thead>
<tr>
<th>Lot Area</th>
<th>Existing (Applicant Completes)</th>
<th>Proposed (Applicant Completes)</th>
<th>Allowance (Staff Completes)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Floor Area</td>
<td>9300 sf</td>
<td></td>
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<tr>
<td>(Include all floors, basements, and detached structures)</td>
<td></td>
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<td></td>
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<tr>
<td>REMOVE</td>
<td></td>
<td></td>
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<tr>
<td>Attics less than 6' in height</td>
<td></td>
<td></td>
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<tr>
<td>REMOVE</td>
<td></td>
<td></td>
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<tr>
<td>Attics greater than 6' in height not readily usable for living space</td>
<td></td>
<td></td>
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<tr>
<td>REMOVE</td>
<td></td>
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<tr>
<td>Basements, window wells, and stairwells protruding less than 3' from grade to first floor elevation</td>
<td></td>
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<tr>
<td>REMOVE</td>
<td></td>
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<tr>
<td>Detached structures in rear 27' or 25% of lot (whichever is greater)</td>
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<tr>
<td>REMOVE</td>
<td></td>
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<tr>
<td>Stoops and decks less than 42&quot; in height</td>
<td></td>
<td></td>
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<tr>
<td>REMOVE</td>
<td></td>
<td></td>
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<tr>
<td>Covered porches less than 42&quot; in height</td>
<td></td>
<td></td>
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<tr>
<td>ADD</td>
<td></td>
<td></td>
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<tr>
<td>Undereaves protruding more than 2' from exterior wall</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>ADD</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Penalty for areas greater than 10' ceiling height</td>
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<tr>
<td>REGULATORY FLOOR AREA</td>
<td></td>
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<tr>
<td>(Staff Completes)</td>
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<tr>
<td>Non-Conformance / Required Variation</td>
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<tr>
<td>(Staff Completes)</td>
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Rev. May 2019
THIS AGREEMENT ("Agreement") is made and entered into as of ________________, 20__,
by and between THE VILLAGE OF LAKE BLUFF ("Village") and

__________________________________________ ("Applicant").

IN CONSIDERATION OF the recitals and mutual covenants and agreements set forth herein, the
receipt and sufficiency of which are hereby mutually acknowledged, the parties hereto agree as
follows:

SECTION 1.  RECITALS.

A.  The Applicant has submitted to the Village for its review and consideration an
application seeking zoning relief necessary to commence a proposed use at or to construct
proposed improvements of the real property located at:
525 E. Center Avenue ________________________________, Lake Bluff, Illinois ("Proposal") that
requires one or more of the following actions by the Village:

i.  Approval or amendment of zoning relief pursuant to Title 10 of the Municipal
Code, including without limitation: a variation, special use permit, site plan
approval, planned residential development, planned commercial
development, planned mixed use development, R1O development plan,
and/or amendment to the text of Title 10;

ii.  Approval or amendment of a plat of subdivision pursuant to Title 11 of the
Municipal Code;

iii.  Approval pursuant to the Village’s Watershed Development Ordinance, as
adopted by reference in Title 12 of the Municipal Code; or

iv.  The preparation and consideration of amendments to the Village’s liquor
regulations, contained in Title 3, Chapter 2 of the Municipal Code.

B.  Pursuant to Section 1-12-3 of the Village Comprehensive Fee Schedule and
Section 10-2-6 of the Village Zoning Regulations ("Escrow Regulations"), applications for approval
of a variation and a site plan and/or an amendment to a site plan and/or a text amendment to the
Village’s Zoning Regulations and other zoning relief must be accompanied by the applicable
application fee and the applicant is responsible for payment of any additional costs incurred by the
Village, including consultant costs and attorneys’ fees, but not including normal operating activities
such as internal staff time ("Reimbursement Costs").

SECTION 2.  CASH DEPOSIT.

Pursuant to the Escrow Regulations, and in connection with the application for the
Development, the Developer agrees to provide a cash escrow deposit to the Village in the amount of
$3,000 ("Escrow") to be used towards Reimbursement Costs incurred by the Village in processing
the application for approval of the Proposal.

Rev. August 2019
SECTION 3. REPLENISHMENT.

Pursuant to the Escrow Regulations, the Village Administrator shall periodically review the Escrow to ensure that adequate funds are available to satisfy the Reimbursement Costs relating to the Development. The Village Administrator shall notify the Applicant at such times when draws are made against the Escrow towards Reimbursement Costs. Subject to the terms of this Agreement, in the event that the Village Administrator determines that sufficient funds are not available, the Village Administrator shall so notify the Applicant and request a further amount to defray the anticipated additional costs. The Village Administrator shall determine the further amount due based on the nature of the Proposal, its complexity, the anticipated need for additional legal and other consultant services, and the amount of time remaining before the completion of the Proposal. The Applicant shall be given fourteen (14) days to deposit the additional funds. In the event that the funds are not deposited, the Village shall take no further action on the Proposal and shall so advise the Applicant.

SECTION 4. FINAL DISBURSEMENT.

Pursuant to the Escrow Regulations, at the completion of the Proposal and after all outstanding Reimbursement Costs incurred by the Village related to the Proposal have been satisfied in full, the Village Administrator shall remit the balance of the Escrow, if any, to the Applicant.

SECTION 5. DESIGNATED CONTACTS.

The designated contact persons for the Applicant and the Village concerning this Agreement are as follows:

<table>
<thead>
<tr>
<th>For Village</th>
<th>For Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Wells Wheeler</td>
</tr>
<tr>
<td>Title</td>
<td>Architect</td>
</tr>
<tr>
<td>Organization</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>1100 N. Waukegan Rd.</td>
</tr>
<tr>
<td>City, State, Zip</td>
<td>Lake Forest, IL 60045</td>
</tr>
<tr>
<td>Phone Number</td>
<td>847 804 0487</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:wwarch@sbcglobal.net">wwarch@sbcglobal.net</a></td>
</tr>
</tbody>
</table>

(847) 283-6883
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

ATTEST
By ___________________________
Its ___________________________

ATTEST:
By ___________________________
Its ___________________________

APPLICANT
By ___________________________
Its ___________________________

VILLAGE OF LAKE BLUFF
By ___________________________
Its Village Administrator
The Village of Lake Bluff
Building Scale Check Sheet

Date: FEB 10, 2023

1. Address: 525 E. CENTER AVE.

2. Contractor: ____________________ Phone: ___ Email: ____________

3. Owner: Tim Noffke & Cathy Stebbins Phone: 847.894.1415 Email: TimNoffke@outlook.com

4. Lot: _____ Block 18 Subdivision ________________

5. Lot Area: 9300SF Source: SURVEY
   Lot Width: 75'
   Lot Depth: 124'
   Year Built: 1915 Verify if Historic Preservation Review is required No- <50%

6. Zoning District: R-4

<table>
<thead>
<tr>
<th>PRINCIPAL STRUCTURE SETBACKS</th>
<th>REQUIRED</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front yard</td>
<td>2D</td>
<td></td>
</tr>
<tr>
<td>Corner Side Yard</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Side Yard LEFT</td>
<td>10% x 75' = 7.5'</td>
<td></td>
</tr>
<tr>
<td>Side Yard RIGHT</td>
<td>10% x 75' = 7.5'</td>
<td></td>
</tr>
<tr>
<td>Rear Yard</td>
<td>15% x 124' = 18.6</td>
<td></td>
</tr>
<tr>
<td>Ravine Set Back</td>
<td></td>
<td></td>
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<tr>
<td>Bluff Set Back</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>ACCESSORY STRUCTURE SETBACKS</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Side Yard Setbacks</td>
<td></td>
<td>5'</td>
</tr>
<tr>
<td>Corner Side Yard Setbacks</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Rear Yard Set Backs</td>
<td></td>
<td>5'</td>
</tr>
<tr>
<td>Through Lot Set Back</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ravine Set Back</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bluff Set Back</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

7. Enter the actual building height as per section 10-3-5 and 10-2-5
   25'4" 11'  ft.

8. Enter the allowable height per section 10-3-5
   34'  ft.

9. Max height for accessory structures is 17 ft., enter the actual height of proposed. N/A  ft.

10. Has the Village or subdivision imposed building size restrictions? If subject to size restrictions
    enter the Max FAR Allowable:

11. Select the appropriate calculation for Max. FAR and enter on appropriate line.
    - For any lot of less than or equal to 9000 sq. ft. shall be computed as follows:
      (.4x lot size in square feet.) Max FAR Allowable: __________

1
For any lot more than 9000 sq. ft. but less than or equal 18,000 sq. ft. shall be computed as follows: 3600 + (.2 x total square feet of lot size in excess of 9000) = 9300 SF

Max FAR Allowable: 5032.96

For any lot more than 18,000 sq. ft. shall be computed as follows:
5400 + (.1 x total sq. feet of lot size in excess of 18,000) = Max FAR Allowable

12. Daylight Plane, verify compliance with section 10-3-6 of the zoning code

Approved

Disapproved

For lots in the R-1, R-2, R-3, R-4, and R-5 Residence District, calculations are as follows:
- For a lot width less than 50 feet maximum percent is 60% of the total area of the lot.
- For a lot width of 50 feet to 75 feet calculations are 50% of the total area of the lot plus ((75 feet minus the actual width of the lot in feet) x .4)
- For a lot width more than 75 feet maximum percent is 50%.

For lots in the E-2, E-1 and C-E Residence District, calculations are as follows:
- For lots less than 12,000 Square feet maximum percent is 50%
- For lots 12,000 Square feet to 43,560 square feet calculations are as follows: 40% Plus [(43,560 square feet minus lot size) x .000317]
- For lots more than 43,560 square feet maximum percentage is 40%

Maximum Impervious Allowable: 4650 SF
Actual Impervious Surface: 5023 SF
Calc 836 SF
Remainder 0

14. Required Front Yard Setback Impervious Surface Limitation. The total amount of impervious surfaces in the required front yard setback of any lot in any residence district shall not exceed the following percentages of total area of the required front yard of the lot as follows:
- Lot width of less than 25 feet = 75%
- Lot width of 25 feet to 49 feet = 45% plus [(50 feet minus lot width) x 1.2]
- Lot width of 50 feet = 45%
- Lot width of 51 to 99 feet = 35% plus [(100 feet minus lot width) x .2]
- Lot width of 100 feet or more = 35%

Lot width 75'
Allowable FY Impervious: 530 SF
Actual FY Impervious: 353 SF
Remainder 174.6 SF
15. **Building Coverage:** The total coverage area of all buildings and accessory structures on any lot in any residential district shall not exceed the following percentage of the total area of the lot:

<table>
<thead>
<tr>
<th>Zoning District</th>
<th>Maximum Building Coverage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Country Estate (C-1)</td>
<td>20 percent</td>
</tr>
<tr>
<td>Estate (E-1)</td>
<td>20 percent</td>
</tr>
<tr>
<td>“A-A-A-A” (E-2)</td>
<td>20 percent</td>
</tr>
<tr>
<td>“A-A-A” (R-1)</td>
<td>30 percent</td>
</tr>
<tr>
<td>“A-A” (R-2)</td>
<td>30 percent</td>
</tr>
<tr>
<td>“A” (R-3)</td>
<td>30 percent</td>
</tr>
<tr>
<td>“B” (R-4)</td>
<td>30 percent</td>
</tr>
<tr>
<td>“C” (R-5)</td>
<td>30 percent</td>
</tr>
</tbody>
</table>

Enter the allowable building coverage per the above zoning district. __30% or__

Enter the actual building coverage on the lot __2044.5 sq ft = 22.7%__

Enter the total building coverage less any exclusions per section 10-3-9 of the zoning code. __Excluded Stoop/Deck:__

- Front Entry: 25 sq ft
- Kitchen Deck: 175.6 sq ft

**Building Footprint:** __2044.5 sq ft__

**Proposed Sales:** __176.0 sq ft__

**Overhangs in excess of 24”:** __44.5 sq ft__

\[2465.6 \text{ sq ft} = 260.5\%\]
23.
A. Enter the total amount for first floor item # 16 page 4.
B. Enter the total amount for second floor item # 17 page 5.
C. Enter the total amount for third floor item # 18 page 6.
D. Enter the total amount for the attic area item #19 page 7.
E. Enter the total amount for the basement area item # 19 page 8.
F. Enter the total amount for detached structures less any approved Bonus, item #21 page 9.
G. Enter the total amount for new additions, item #22 page 9.

G. Enter the total of the above A thru G

H. Enter the Allowable FAR from appropriate calculation
   # 10, page 1

   FAR Allowable
   FAR Actual 4390.9
   Approved
   Disapproved
   Total square foot over allowable 730.9
   Percent over FAR Allowable 20%

NOTES OR COMMENTS
THE EAST 75.0 FEET OF THE WEST 385.0 FEET OF THE NORTH 1/2 OF BLOCK 18 IN LAKE BLUFF IN PART OF THE NORTH 1/2 OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 15, 1877 AS DOCUMENT 16918, IN BOOK "A" OF PLATS, PAGE 95, IN LAKE COUNTY, ILLINOIS.

Legend

(D)= Deed
(R)= Record
(M)= Measure
--- = Wood Fence
--- = Wrought Iron Fence

Area = 9,289 sq.ft. (M)

NOTE: Only those Building Line Restrictions or Easements shown on a Recorded Subdivision Plan are shown hereon unless the descrip-
tions ordered to be surveyed contain a proper description of the
required building lines or easements.

Compare your description and
site markings with this plat and
AT ONCE report any discrepancies
which you may find.

STATE OF ILLINOIS
COUNTY OF LAKE

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS OF PRACTICE APPLICABLE TO BOUNDARY SURVEYS.

GURNEE, IL 4/27 A.D. 20.22
PEKLAY SURVEYING CO., LTD.
PROFESSIONAL DESIGN FIRM NO. 2981
BY ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2549. MY LICENSE EXPIRES 11/30/2022

S.S.
I am in receipt of the attached notice for a variance from the Floor Area Ratio and Impervious Surface Coverage sections of the Zoning Regulations as an owner of real property within 300 feet of the petitioner for the variance. I am not in favor of allowing this variance. We have neighbors who have been allowed to pave over their whole back yard with an impervious surface and that has caused significantly more water to come into our yard and is causing water to get into our basement, as recently as 4/4/23. The petitioner has a very large house with multiple basements and large garages and should have plenty of room to store their stuff as well as a very large two lane driveway with a pull out and not very much grass or other impervious surfaces. The Zoning Regulations I assume are among other things designed to prevent run off and blockages of the flow of water towards the lake and I think they should be respected as is and no additional variances of this type should be permitted, so as to not cause collateral damage to other properties just for a storage shed. Best regards.
Floor Area Ratio - 9,300 sq. ft. lot

<table>
<thead>
<tr>
<th></th>
<th>Maximum Allowed</th>
<th>Actual</th>
<th>Percent Increase Over Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing</td>
<td>3,660 sq. ft.</td>
<td>4,604.1 sq. ft.</td>
<td>25.8%</td>
</tr>
<tr>
<td>Proposed</td>
<td>3,660 sq. ft.</td>
<td>4,780.1 sq. ft.</td>
<td>30.6%</td>
</tr>
</tbody>
</table>

Impervious Surface Coverage - 9,300 sq. ft. lot

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Existing</td>
<td>4,650 sq. ft.</td>
<td>5,363.1 sq. ft.</td>
<td>15.3%</td>
</tr>
<tr>
<td>Proposed</td>
<td>4,650 sq. ft.</td>
<td>5,439.1 sq. ft.</td>
<td>17.0%</td>
</tr>
</tbody>
</table>
VILLAGE OF LAKE BLUFF

Memorandum

TO: Chair Peters and Members of the Joint Plan Commission & Zoning Board of Appeals
FROM: Clara Gable, Assistant to the Village Administrator
DATE: May 12, 2023
SUBJECT: Agenda Item #4 – A Continued Public Hearing for 525 East Center Avenue

| Applicant Information: (jointly, “Applicant”) | Tim Noffke and Cathy Srebalus |
| Purpose: | Seeking a floor area ratio variation and an impervious surface variation to construct a shed in the rear yard. |
| Public Notice: | Lake County News-Sun |
| Property Owner Letter | February 28, 2023 |
| March 30, 2023 |
| Applicable Land Use Regulations: | Section 10-2-4 (Variations) |
| Section 10-5-6 (Floor Area Ratio) |
| Section 10-5-7 (Impervious Surface Coverage) |

Summary and Background Information

On February 10, 2023, the Village of Lake Bluff received a zoning variation application from Tim Noffke and Cathy Srebalus (jointly, “Applicant”) for zoning relief necessary to construct a shed (accessory structure) in the rear yard of the single-family residence located at 525 East Center Avenue.

525 East Center Avenue was built in 1915 and is located within the Village’s R-4 residence district with a lot size of 9,300 sq. ft. The property’s existing floor area ratio and impervious surface coverage exceed what is allowed by code (see table below). It is unknown how this property became non-conforming with respect to floor area. In 2006, this home became a local historical landmark. On March 8, 2023, the HPC conducted an advisory review of the proposed shed. At the meeting, the HPC terminated the advisory review, having no concerns or issues with the proposed work. Also of note, the Village Board recently approved ordinances that allow: 1) special consideration for landmarked property variances; and 2) a one-time floor area bonus of up to 10% for locally landmarked homes, not to exceed 110% of the maximum floor area ratio that would otherwise apply (525 East Center Avenue already exceeds this).

On April 19, 2023, the applicant presented their plans to the PCZBA, whom expressed a number of concerns and suggested changes including: lowering the shed height, reducing imperious surfaces if possible, adding a swale, and providing information on the trees that will replace the existing ones. The applicant resubmitted plans that they believe address the PCZBA’s concerns; these plans decrease the size of the shed from 176 sq. ft. to 154 sq. ft., and decrease the height of the shed from 14 feet to 12 feet, 1 inch. The applicant also hired Bleck Engineering to address drainage concerns and provided a plan showing 5 arborvitae to replace the existing trees.
Below are calculations showing the existing and proposed floor area ratios and impervious surface coverages.

**Floor Area Ratio (9,300 sq. ft. lot):**

<table>
<thead>
<tr>
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<th>Actual</th>
<th>Percent Increase Over Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing</td>
<td>3,660 sq. ft.</td>
<td>4,604.1 sq. ft.</td>
<td>25.8%</td>
</tr>
<tr>
<td>4/19 Proposed</td>
<td>3,660 sq. ft.</td>
<td>4,780.1 sq. ft.</td>
<td>30.6%</td>
</tr>
<tr>
<td>5/17 Proposed</td>
<td>3,660 sq. ft.</td>
<td>4,758.1 sq. ft.</td>
<td>30.0%</td>
</tr>
</tbody>
</table>

**Impervious Surface Coverage (9,300 sq. ft. lot):**

<table>
<thead>
<tr>
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<td>15.3%</td>
</tr>
<tr>
<td>4/19 Proposed</td>
<td>4,650 sq. ft.</td>
<td>5,439.1 sq. ft.</td>
<td>17.0%</td>
</tr>
<tr>
<td>5/17 Proposed</td>
<td>4,650 sq. ft.</td>
<td>5,417.1 sq. ft.</td>
<td>16.5%</td>
</tr>
</tbody>
</table>

In response to the public hearing property owner letters that went out, an anonymous letter was received from a resident within 300 feet of the subject property, whom opposes the request (see attached).

**Village Code - Variations - Standards for Variations (10-2-4)**

The Applicant has provided statements addressing the standards for variation in the attached application. The PCZBA should consider if the Applicant’s statements and submitted materials satisfy the standards for variation prescribed by the Zoning Regulations.

**B. Standards For Variations:** Notwithstanding any other provision of this section, no variation shall be granted pursuant to this section unless the applicant shall have established that carrying out the strict letter of the provisions of this title would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the following standards:

1. **Unique Physical Condition:** The subject property or structure is exceptional as compared to other lots and structures subject to the same provision by reason of a unique physical condition, including: a) presence of an existing use, structure, or sign, whether conforming or nonconforming; b) irregular or substandard shape or size; c) exceptional topographical features; or d) other extraordinary physical conditions peculiar to and inherent in the subject property or structure that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot or structure rather than the personal situation of the current owner of the lot or structure.

2. **Not Merely Special Privilege:** The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the granting of an authorized variation.

3. **Code Purposes:** The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which this code and the provision from which a variation is sought were enacted.

4. **Public Health And Safety:** The variation would not: a) impair an adequate supply of light and air to adjacent property; b) increase the congestion in public streets unreasonably, or increase parking requirements on public streets unreasonably; c) increase the hazard of fire; d) endanger the public safety; e) diminish or...
impair the value of property within the area surrounding the subject property; or f) in any other respect impair the public health, safety, comfort, morals, and welfare.

Village Code - Variations – Protective Conditions, Historic Properties (10-2-4)

The PCZBA may also impose protective conditions and limitations tied to the relief. The PCZBA may also give special consideration to historic properties.

C. Conditions On Variations: The PCZBA or the village board, whichever body has the final authority to grant the variation pursuant to subsection A of this section, may impose, and the PCZBA, if it is a recommending body pursuant to subsection A2 of this section, may recommend the imposition of such specific conditions and limitations concerning use, construction, character, location, landscaping, screening, and other matters relating to the purposes and objectives of this title upon the premises benefited by a variation as may be necessary or appropriate to prevent or minimize adverse effects upon other property and improvements in the vicinity of the subject property or upon public facilities and services. Such conditions shall be expressly set forth in the resolution or ordinance granting the variation. Violation of any such condition or limitation shall be a violation of this code and shall constitute grounds for revocation of the variation.

H. Special Consideration for Historic Properties: If an applicant applies for a variation for a property that contains, or a building that is, a Protected Feature designated pursuant to the Village’s Historic Preservation Regulations, as codified in Title 9, Chapter 14 of this Code, the Joint Plan Commission and Zoning Board of Appeals and Village Board shall consider the historical nature of the Protected Feature as part of its review of an application for a variation in accordance with standards set forth in Subsection 10-2C-15.F, provided that the historical nature of the Protected Feature is relevant to the application for a variation.

Action on Request

The Applicant has provided statements addressing the relevant standards for relief in the attached application and in their presentation. The PCZBA should consider if the Applicant’s statements and submitted materials satisfy the established standards.

The PCZBA is a recommending body in this matter. After commencing the public hearing on the requested variation, the PCZBA should take one of the following actions:

<table>
<thead>
<tr>
<th>Action</th>
<th>Example Motion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuation (need more info)</td>
<td>“I move to continue this hearing to the next regular meeting of the PCZBA.”</td>
</tr>
<tr>
<td>Approval</td>
<td>“I move to recommend the Village Board approve the requested relief.”</td>
</tr>
<tr>
<td>Approval with Conditions</td>
<td>“I move to recommend the Village Board approve the requested relief, conditional upon: […]”</td>
</tr>
<tr>
<td>Denial</td>
<td>“I move to recommend the Village Board deny the requested relief.”</td>
</tr>
</tbody>
</table>

Attachments

- Draft approval Ordinance.
- A copy of the Applicant’s revised plans.
- A copy of the Applicant’s application with supporting documentation and anonymous letter from a resident within 300 feet of the subject property: https://www.lakebluff.org/government/agendas-and-minutes?format=raw&task=download&fid=3446
ORDINANCE NO. 2023-__

AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S FLOOR AREA RATIO AND IMPERVIOUS SURFACE COVERAGE RESTRICTIONS
(525 East Center Avenue)

Passed by the Board of Trustees, ________________, 2023

Printed and Published, ________________, 2023

Printed and Published in Pamphlet Form by Authority of the President and Board of Trustees

VILLAGE OF LAKE BLUFF
LAKE COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

______________________________
Deputy Village Clerk
ORDINANCE NO. 2023-__
AN ORDINANCE GRANTING A VARIATION FROM THE
VILLAGE’S FLOOR AREA RATIO AND BUILDING
COVERAGE RESTRICTIONS
(525 East Center Avenue)

WHEREAS, Tim Noffke and Cathy Srebalus ("Applicant") are the owners of 525
East Center Avenue within the Village’s R-4 Residence District, which property is legally
described in Exhibit A to this Ordinance ("Subject Property"); and,

WHEREAS, the Applicant has requested (i) a 1,098.1-square-foot variation
(30.0% increase) from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning
Regulations; and (ii) a 767.1-square-foot variation (16.5% increase) from the maximum
impervious surface coverage limitation of Section 10-5-7 of the Zoning Regulations (collectively,
the “Variations”) to construct a shed in the rear yard (“Improvement”); and,

WHEREAS, the Village Board of Trustees, upon receipt of a positive or negative
recommendation from the Village Joint Plan Commission and Zoning Board of Appeals
(“PCZBA”), has final authority to grant or deny the Variations pursuant to Section 10-2-4A of
the Zoning Regulations; and,

WHEREAS, a public notice describing the Variations was duly advertised on or
before February 28, 2023, in The News-Sun, and the PCZBA held a public hearing on April 19,
2023, and May 17, 2023, for the purpose of considering the Variation; and,

WHEREAS, at the close of the public hearing on May 17, 2023, the PCZBA
recommended that the Village Board grant the variations; and

WHEREAS, the Village Board of Trustees has determined that it would be in the
best interest of the Village to grant the Variations in accordance with, and subject to, the
conditions, restrictions, and provisions of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF
TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Recitals.
The foregoing recitals are incorporated into, and made a part of, this Ordinance
as the findings of the President and Board of Trustees of the Village.

Section 2. Public Hearing.
A public hearing to consider the Applicant’s request for the Variations was duly
advertised on or before February 28, 2023, in The News-Sun, and was held by the PCZBA on
April 19, 2023, and May 17, 2023. On May 17, 2023, the PCZBA recommended approval of the
Variations.

Section 3. Variation Approval.
Pursuant to the standards and procedures set forth in Section 10-2-4 of the
Zoning Regulations and subject to and contingent upon the conditions, restrictions, and
provisions set forth in Section 4 of this Ordinance, the Applicant is hereby granted the following Variations to permit the construction of the Improvements on the Subject Property:

A. A 1,098.1-square-foot variation (30.0% increase) from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning Regulations; and

B. A 767.1-square-foot variation (16.5% increase) from the maximum impervious surface coverage limitation of Section 10-5-7 of the Zoning Regulations.

**Section 4. Conditions.**

The Variations granted in Section 3 of this Ordinance is expressly subject to and contingent on each of the following conditions, restrictions, and provisions:

A. No Authorization of Work. The approvals granted pursuant to this Ordinance do not authorize the development, construction, reconstruction, alteration, demolition, or moving of any buildings or structures on the Property, but merely authorize the preparation, filing, and processing of applications for any permits or approvals that may be required by the codes and ordinances of the Village, including without limitation demolition and building permits.

B. Compliance with Application. The Subject Property must be developed, used, and maintained in strict accordance with the zoning application and related documents submitted by the Applicant and attached to this Ordinance as Exhibit B.

C. Compliance with Plans. The Subject Property must be developed, used, and maintained in substantial compliance with the plans submitted by the Applicant to the Village, which consists of (i) two pages of plans dated May 1, 2023, and prepared by Wells Wheeler, Architect, the first of which notes five arborvitae (or similar), to be at least 6’ in height, located east and south of the proposed shed, along with (ii) an additional two pages of plans received at the May 17, 2023 public hearing, also prepared by Wells Wheeler, Architect, and (iii) a letter and drainage plan prepared by Bleck Engineering dated May 12, 2023; and all of which are attached as Group Exhibit C, (collectively "Plans"); and

D. Compliance with Applicable Law. In addition to the other specific requirements of this Ordinance, the Subject Property, the Improvements, and all of the Applicant’s operations and activities conducted on and in the Subject Property, must comply at all times with all applicable federal, state, and Village statutes, ordinances, resolutions, rules, codes, and regulations.

**Section 5. Failure To Comply With Conditions.**

Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the approval granted in Section 3 of this Ordinance will, at the sole discretion of the Board of Trustees, by ordinance duly adopted, be revoked and become null and void.

**Section 6. Binding Effect.**

The privileges, obligations, and provisions of each and every section and provisions of this Ordinance are for an inure to the benefit of and run with and bind the Subject Property, unless otherwise explicitly set forth in this Ordinance.
Section 7. Effective Date.

A. This Ordinance will be effective only upon the occurrence of all of the following events:

i. Passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law; and

ii. Publication in pamphlet form in the manner required by law; and

iii. The filing by the Applicant with the Village Clerk, for recording in the Office of the Lake County Recorder of Deeds, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. The unconditional agreement and consent must be executed by the Applicant. The unconditional agreement and consent must be substantially in the form attached hereto and incorporated herein as Exhibit C.

B. In the event that the Applicant does not file with the Village Clerk the unconditional agreement and consent required by Paragraph 7.A(iii) of this Ordinance within 60 days after the date of final passage of this Ordinance, the Board of Trustees of Trustees will have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

[SIGNATURE PAGE FOLLOWS]
PASSED this __ th day of ______, 2023, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED this ___ th day of ______, 2023.

_____________________________________________
Village President

ATTEST:

_____________________________________________
Deputy Village Clerk

FIRST READING:

SECOND READING:

PASSED:

APPROVED:

PUBLISHED IN PAMPHLET FORM:
Exhibit A

Legal Description of the Subject Property

THE EAST 75.0 FEET OF THE WEST 385.0 FEET OF THE NORTH ½ OF BLOCK 18 IN LAKE BLUFF IN PART OF THE NORTH 1/2 OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED MARCH 15, 1877 AS DOCUMENT 16918 IN BOOK "A" OF PLATS, PAGE 95, IN LAKE COUNTY, ILLINOIS.

Commonly known as 525 East Center Avenue, Lake Bluff, Illinois
Exhibit B

Application
Exhibit C

Plans
EXHIBIT D
Applicant’s Unconditional Agreement and Consent

TO: The Village of Lake Bluff, Illinois ("Village"): 

WHEREAS, Tim Noffke and Cathy Srebalus (collectively, "Applicant") are the owners of the property commonly known as 525 East Center Avenue in the Village, which is within the Village’s (R-4) Residence District and is legally described on the attached Exhibit A (“Subject Property”); and

WHEREAS, the Applicant has requested (i) a 775.4-square-foot (21%) variation from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning Regulations; and (ii) a 549-square-foot (11.8%) variation from the maximum impervious surface coverage limitation of Section 10-5-7 of the Zoning Regulations (collectively, the “Variations”) to facilitate the construct a shed in the rear yard of a single-family residence on the Subject Property (”Improvement”); and

WHEREAS, Ordinance No. 2023-______, adopted by the President and Board of Trustees of the Village of Lake Bluff on ________, 2023 (“Ordinance”), grants the Variations for the Subject Property, subject to certain modifications, conditions, restrictions, and provisions; and

WHEREAS, Subsection 7.B of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicant files with the Village Clerk, within 60 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each of the terms, conditions and limitations set forth in said Ordinance;

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant hereby unconditionally agrees to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of the Ordinance.

2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village’s issuance of any permits for the Improvements or for the use of the Subject Property, including, without limitation, the Variations granted in the Ordinance, and that the Village’s insurance of any such permits does not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant agrees to and does hereby hold harmless, indemnify and defend the Village, the Village’s corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all injuries, damages, claims, liabilities, demands, causes of action, losses, suits, expenses, liabilities, and judgments of any and all nature and kind whatsoever, including without limitation costs, expenses, and attorneys’ fees, arising out of, occasioned by, connected with, or in any way attributable to, the
operation and use of the Subject Property, the Improvements, or the Village’s adoption of the Ordinance.


ATTEST: Tim Noffke

By:______________________ By:________________________

ATTEST: Cathy Srebalus

By:______________________ By:________________________
May 12, 2023
Project No. 60-862

Wells P. Wheeler, Architect ALA
1100 North Waukegan Road
Lake Forest, Illinois 60045

Re: 525 E. Center Avenue, Lake Bluff

Dear Wells,

I have reviewed the following documents you provided for 525 E. Center Avenue;

1. Existing and Proposed Impervious Surface Calculation
2. Plat of Survey prepared by Peklay Surveying Co., Ltd. 4.27.22
3. A-1 Site Plan, Wells Wheeler Arch. 5.1.23
4. Notes for 6” storm sewer at 525 E Center

Based on the information provided there is a slight increase in impervious surface as a result of the demolition of a raised patio and the addition of the proposed shed. Your calculations show this to be 76 sq. ft. of new impervious surface.

Records provided indicate that there is a 6” PVC storm sewer service for 525 E. Center Avenue which is connected to the Village storm sewer. The sewer extends along the east and west sides of the home to pick up rear yard downspouts as well as an inlet near a deck.

In order to mitigate the change in impervious surface we recommend collecting the roof runoff from the proposed shed and tying that into the existing storm sewer nearby.

As discussed over the phone, two inlets are to be installed, one at the northwest corner of the shed, and one at the southwest, which are shown on your A-1 Site Plan. I have attached a detail of a yard inlet we recommend. The pipe should be 6” PVC SDR 26 to match what is currently in place.

If you have any questions or wish to discuss this in greater detail, I can be reached at mbleck@bleckeng.com.

Best regards,

Bleck Engineering Company

Michael G. Bleck, PE
NDS 12’ SQUARE TAPERED POLYPROPYLENE CATCH BASIN W/ U.V. INHIBITORS.

12 3/8" SQ. WIDTH

SLOPE

NDS 12’ SQUARE POLYOLEFIN GRATE W/ U.V. INHIBITORS OR BRONZE GRATE.

SLOPE

12 3/8" DEPTH

COMPACTED SOIL

3/4" GRAVEL BASE 4’ TO 6’ DEEP BELOW BASIN. TO PREVENT STANDING WATER.

DRILL 3/8" WEEP HOLE TYPICAL OF 4 PLACES AT BTM CORNERS.

NOTE:
- GRATE TO BE ATTACHED TO CATCH BASIN WITH SCREW PROVIDED AT TIME OF INSTALLATION.

NDS 12” sq. CATCH BASIN TYPICAL INSTALLATION.

LANDSCAPE APPLICATION.
AN ORDINANCE AMENDING TITLE 3 OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE AND THE COMPREHENSIVE FEE SCHEDULE TO ALLOW BYOB LIQUOR SERVICE (Half and Half Pizza Company located at 77 East Scranton Avenue)

SECOND READING APPROVAL (Roll Call Vote)

LIQUOR COMMISSIONER

VILLAGE BOARD

Summary of Background and Reason For Request:

Half and Half Pizza Company located at 77 East Scranton is currently undergoing a renovation to expand its dining room pursuant to Ordinance 2023-13 and Owner/Operator John des Rosier is now seeking the ability to allow BYOB consumption on premises of the restaurant. The Illinois Municipal Code grants all home rule and non-home rule municipalities the authority to license and regulate BYOB establishments as a public accommodation for establishments that are not licensed under the Liquor Control Act of 1934. A "public accommodation" means a refreshment, entertainment, or recreation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, or advantages are extended, offered, sold, or otherwise made available to the public. A survey of Northshore communities (attached) reveals that there is great variety in how communities have chosen to manage BYOB establishments.

As you may recall, Mr. des Rosier has operated numerous establishments in the Village while holding a variety of liquor licenses without issue during the past several years. As drafted, the proposed regulations provide certain limitations to hours of operation, prohibit customers from leaving the restaurant with open containers of alcohol and prohibit restaurant staff from serving alcohol to customers; Mr. des Rosier’s attached letter addresses his plans in regards to staff training and service offerings. The Liquor Commissioner has reviewed this request and recommends approval of the creation and issuance of the new BYOB license to Half and Half Pizza Company. Mr. des Rosier will be present at the meeting on Monday evening to answer any questions. The Village Board approved first reading of the ordinance at its June 12 meeting.

Reports and Documents Attached:
1. Subject Ordinance.
3. BYOB License Survey.

Liquor Commissioner’s Recommendation: Approval of the ordinance.

Village Administrator’s Recommendation: Approval of the ordinance.

Date Referred to Village Board: 6/26/2023
ORDINANCE NO. 2023-__

AN ORDINANCE AMENDING
TITLE 3 OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE AND THE COMPREHENSIVE FEE SCHEDULE TO ALLOW BYOB LIQUOR SERVICE

Passed by the Board of Trustees, _______________, 2023

Printed and Published, ________________, 2023

Printed and Published in Pamphlet Form by Authority of the President and Board of Trustees

VILLAGE OF LAKE BLUFF
LAKE COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

__________________________________________
Village Clerk
ORDINANCE NO. 2023__

AN ORDINANCE AMENDING
TITLE 3 OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE AND THE
COMPREHENSIVE FEE SCHEDULE TO ALLOW BYOB LIQUOR SERVICE

WHEREAS, pursuant to the Illinois Liquor Control Act, 235 ILCS 5/1-1 et seq., the Village of Lake Bluff has the authority to license and regulate the retail sale of alcoholic beverages in the Village; and

WHEREAS, pursuant to Section 8 of Chapter 2 of Title 3 of the Village Code of the Village of Lake Buff, Illinois, the Village regulates the number, kind, and classification of licenses for retail sale and delivery of alcoholic liquor (“Liquor Regulations”); and

WHEREAS, the Village desires to amend the Liquor Regulations and its Comprehensive Fee Schedule to create a new Class AD, Bring-Your-Own, license that would permit the consumption of beer and wine which has been brought to an establishment by customers 21 years of age or older for personal consumption, while the patrons are being served a complete meal prepared by the establishment; and

WHEREAS, the President and the Board of Trustees of the Village have found and determined that the adoption of the amendments set forth in this Ordinance are in the best interest of the Village and its residents.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

Section 1. Recitals.

The foregoing recitals are incorporated into and made a part of this Ordinance by this reference as if fully set forth.

Section 2. Amendments to Section 1-12-3 of the Village Code.

Section 3, entitled “Schedule of Fees, Charges, and Rates,” of Chapter 12, entitled “Comprehensive Fee Schedule,” of Title 1, entitled “Administration,” of the Lake Bluff Municipal Code, shall be and it is hereby amended as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Municipal Code Provision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business occupancy certificate fee</td>
<td>$ 100.00</td>
<td>3-9-2B</td>
</tr>
<tr>
<td>Business license transfer fee</td>
<td>10.00</td>
<td>3-1-4B</td>
</tr>
<tr>
<td>Contractor's license fee; fees for all contractor licenses that are issued on or after November 1 shall be prorated on a semiannual basis</td>
<td>100.00</td>
<td>9-2-3 (105.8)</td>
</tr>
<tr>
<td>Liquor licenses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Initial application fee (does not apply to applications for Class L or W event licenses)</td>
<td>250.00</td>
<td>3-2-4B</td>
</tr>
</tbody>
</table>
Annual license fees; fees for all liquor licenses, except Class L and W events, that are issued on or after November 1 shall be prorated on a semiannual basis:

Some classes intentionally omitted. These classes are not amended.

<table>
<thead>
<tr>
<th>Class</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>AD</td>
<td>$500</td>
</tr>
</tbody>
</table>

* * * * *

Section 3. Amendments to Section 3-2-8 of the Village Code.

Section 8, entitled “Classes of Licenses,” of Chapter 2, entitled “Liquor Control,” of Title 3, entitled "Business and License Regulations,” of the Lake Bluff Municipal Code, shall be and it is hereby amended as follows:

"3-2-8: CLASSES OF LICENSES:

Every person engaged in the retail sale of alcoholic liquor in the village shall possess a license of one of the following classes:

* * * *

S. Class AD Bring-Your-Own which shall authorize the consumption of beer or wine only, brought onto the premises of a restaurant by a patron 21 years of age or older, for their personal consumption while being served a meal in the establishment subject to the following conditions and restrictions:

1. A licensee may provide corkscrews, bottle openers, glassware, ice, disposal services, and similar items for its patrons, but the licensee and its agents, and employees are prohibited from opening, serving, pouring, or storing of any alcoholic liquor for its patrons.

2. Licensees are prohibited from allowing any customer to take any opened alcoholic liquor from the premises, except only a single wine bottle that has been sealed in compliance with the requirements of 6-33 of the Illinois Liquor Code.

3. A licensee may not permit a customer to consume alcoholic liquor on the premises between the hours of 1:00 A.M. and 6:00 A.M. each day of the week”

Section 4. Amendment to Number of Liquor Licenses.

Section 3-2-10, entitled “Number of Licenses,” of Chapter 2, entitled “Liquor Control,” of Title 3, entitled "Business and License Regulations,” of the Lake Bluff Municipal Code, shall be and it is hereby amended as follows:

"3-2-10: NUMBER OF LICENSES:

Additions are bold and double underlined; deletions are struck through.
The maximum number of alcoholic beverage licenses by classification thereof available at any time for issuance shall be as follows:

<table>
<thead>
<tr>
<th>Class</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>3</td>
</tr>
<tr>
<td>B</td>
<td>1</td>
</tr>
<tr>
<td>C</td>
<td>0</td>
</tr>
<tr>
<td>D</td>
<td>0</td>
</tr>
<tr>
<td>L</td>
<td>No limit</td>
</tr>
<tr>
<td>P-1</td>
<td>1</td>
</tr>
<tr>
<td>P-2</td>
<td>1</td>
</tr>
<tr>
<td>R</td>
<td>1</td>
</tr>
<tr>
<td>S</td>
<td>1</td>
</tr>
<tr>
<td>T</td>
<td>0</td>
</tr>
<tr>
<td>U</td>
<td>1</td>
</tr>
<tr>
<td>V</td>
<td>2</td>
</tr>
<tr>
<td>W annual license</td>
<td>0</td>
</tr>
<tr>
<td>W event license</td>
<td>No limit</td>
</tr>
<tr>
<td>X</td>
<td>1</td>
</tr>
<tr>
<td>Y</td>
<td>1</td>
</tr>
<tr>
<td>Z</td>
<td>3</td>
</tr>
<tr>
<td>AA</td>
<td>Unlimited</td>
</tr>
<tr>
<td>AB</td>
<td>0</td>
</tr>
<tr>
<td>AC</td>
<td>1</td>
</tr>
<tr>
<td>AD</td>
<td>1</td>
</tr>
</tbody>
</table>

Section 5. **Effective Date.**

This Ordinance shall be effective following passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law and publication in pamphlet form in the manner required by law.
PASSED this __ day of ______, 2023, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: ()
NAYS: ()
ABSTAIN: ()
ABSENT: ()

APPROVED this __ day of _______, 2023.

ATTEST:

______________________________
Village President

______________________________
Deputy Village Clerk

FIRST READING: June 12, 2023
SECOND READING:
PASSED:
APPROVED:
PUBLISHED IN PAMPHLET FORM:
June 3, 2023

Lake Bluff Village Board

RE: BYOB License

Thank you for considering our application for a new style of BYOB license with the Village. We have held our current license with the Village since 2009, and have operated in a professional and upstanding manner throughout. We have received no violations and have had very few instances of any kind related to the consumption of alcohol.

Our intention for Half & Half Pizza Co. is to offer guests the chance to bring their own beer and wine into our restaurant without any charges from HH, in a cooperative and community focused environment. Guests would be provided with any glassware and tools needed to open their own bottles and consume themselves.

However, our managers and staff would be held to the same standard we apply to our existing full licenses. They would be BASSETT trained, we would check for ID's as needed, and finally we would always watch to ensure guests do not over serve themselves.

Our goal with Half & Half is create an opportunity for easier and more affordable dining out with families and friends.

Thank you for your consideration

John des Rosiers
Chef/Proprietor
## BYOB License Survey

<table>
<thead>
<tr>
<th>No.</th>
<th>Community</th>
<th>Does the Community Regulate or License BYOB Establishments?</th>
<th>Businesses Offering BYOB in Community?</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Highland Park</td>
<td>No</td>
<td>Yes</td>
<td>Unregulated</td>
</tr>
<tr>
<td>2</td>
<td>Wilmette</td>
<td>No</td>
<td>Yes</td>
<td>Unregulated</td>
</tr>
<tr>
<td>3</td>
<td>Highwood</td>
<td>Yes</td>
<td>Yes</td>
<td>Tend to be start-ups ($1,000 fee with $500 renewal); observing an uptick in non-traditional BYOB businesses inquiring about them (salons, record store, art gallery, nail salons)</td>
</tr>
<tr>
<td>4</td>
<td>Winnetka</td>
<td>No</td>
<td>No</td>
<td>Not Permitted</td>
</tr>
<tr>
<td>5</td>
<td>Evanston</td>
<td>No</td>
<td>Yes</td>
<td>No requirements regarding BYOB. City always cautions licensees who may be permitting outside alcohol into the establishment the following: 1. The licensee cannot take title or control over the alcohol; 2. Any fees associated with bringing in the alcohol must be reasonable (basic fee for use of the glasses and cork); 3. The licensee must make it clear to the customer that they take no responsibility for their alcohol consumption; 4. Any remaining alcohol at the end needs to either be taken by the customer or disposed of immediately. It cannot be incorporated into the licensee’s inventory.</td>
</tr>
<tr>
<td>6</td>
<td>Libertyville</td>
<td>Yes</td>
<td>Yes</td>
<td>Restaurants and Theatres have BYOB licensing opportunities for limited Beer and Wine only ($500/$250 fee). Corking fees are permissible.</td>
</tr>
</tbody>
</table>

This information was produced by either staff review of a community website or it was self-reported via an email survey.
VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION

Subject: A RESOLUTION APPOINTING CLARA GABLE AS THE VILLAGE’S ALTERNATE DELEGATE TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA)

Action Requested: ADOPTION OF THE RESOLUTION (Voice Vote)

Originated By: VILLAGE ADMINISTRATOR

Referred To: VILLAGE BOARD

Summary of Background and Reason For Request:

The Village of Lake Bluff is one of 72 member agencies of the Intergovernmental Risk Management Agency (IRMA) – a member-owned, self-governed public risk pool. The pool continues to perform well and remains a financially secure, rate stable and membership-driven organization.

IRMA’s continued success as an intergovernmental risk management pool can be largely attributed to the member community’s interest and participation in the organization; historically, the Village has been highly participatory in IRMA’s governance. For example, Finance Director Bettina O’Connell currently serves on the IRMA Administration & Finance Committee and Chief of Police Matt Smizinski serves on the IRMA Chiefs of Police Steering Committee. Village Administrator Irvin previously served on IRMA’s Executive Board including as IRMA’s President from 2014-2015.

IRMA’s contract and bylaws provide that the Village must designate a Delegate and an Alternate to represent the Village on IRMA’s Board of Directors. Village Administrator Drew Irvin has served as the Village’s delegate to the IRMA Board since 2008 and, with her IRMA orientation now complete, it is recommended that Clara Gable, Assistant to the Village Administrator, be appointed as the Village’s alternate delegate.

Reports and Documents Attached:
1. Draft Resolution; and

Village Administrator’s Recommendation: Approval of the Resolution

Date Referred to Village Board: 6/26/2023
RESOLUTION NO. 2023-__

A RESOLUTION APPOINTING CLARA GABLE AS THE VILLAGE’S ALTERNATE DELEGATE TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA)

WHEREAS, the Village is a member of the Intergovernmental Risk Management Agency (IRMA); and,

WHEREAS, the Contract and Bylaws of IRMA provides that member units of local government shall by majority vote of its corporate authorities select a Delegate and an Alternate to represent the Village on the Board of Directors of said Intergovernmental Agency; and,

WHEREAS, pursuant to Resolution #2008-1, R. Drew Irvin, Village Administrator, presently serves as the Village’s Delegate to IRMA; and,

WHEREAS, the position of Alternate Delegate is presently vacant; and,

WHEREAS, the Village Administrator recommends Clara Gable, Assistant to the Village Administrator, serve as the Village’s Alternate Delegate to IRMA.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, as follows:

Section 1. Recitals.

The foregoing recitals are incorporated into, and made a part of, this Resolution as the findings of the President and Board of Trustees of the Village.

Section 2. Appointment of Alternate Delegate.

Clara Gable, Assistant to the Village Administrator, is hereby appointed as the alternate delegate to serve if R. Drew Irvin is unable to carry out his aforesaid duties as the representative of the Village to said Intergovernmental Agency.

Section 3. Effective Date.

This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[Signature page follows.]
PASSED this __ day of June, 2023, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: (  )

NAYS: (  )

ABSENT: (  )

APPROVED this __ day of June, 2023.

____________________________
Village President

ATTEST:

____________________________
Deputy Village Clerk
STATE OF THE MEMBERSHIP
Year Ended December 31, 2022
2022 EXECUTIVE BOARD

Michael Braiman, Chair (Village of Wilmette)
Peggy Halik, Chair-Elect (Village of Woodridge)
Julia Cedillo, Immediate Past Chair (Village of LaGrange Park)
Patrick Brennan, At-Large Representative – Small IRMA Member (Village of Kenilworth)
Eric Helm, At-Large Representative – Large IRMA Member (City of Crystal Lake)
Jason Bielawski, Treasurer/Administration & Finance Committee Chair (Village of Roselle)
John DuRocher, Coverage, Claims & Litigation Committee Chair (Village of Indian Head Park)
Glen Cole, Membership Relations Committee Chair (Village of Lake Bluff)
Tim Leidig, Training & Education Committee Chair (West Chicago Fire Protection District)

2022 STANDING COMMITTEE MEMBERS

**Administration & Finance Committee**
- Scott Bordui (Village of Flossmoor)
- Al Stonitsch (Village of Woodridge)
- Tom Kuehne (Village of Arlington Heights)
- Bettina O’Connell (Village of Lake Bluff)
- Cathy Haley (Village of Huntley)
- Jack Knight (Village of Lisle)
- Larry Noller (Village of LaGrange Park)
- Heather McGovern (Village of Barrington)
- Amit Thakkar (Village of Mount Prospect)

**Coverage, Claims & Litigation Committee**
- Evan Walter (Village of Burr Ridge)
- Lisa Klemm (City of Darien)
- Janelle Terrance (Village of Bartlett)
- Rick Boehm (Village of Palos Park)
- Maggie Jarr (Village of LaGrange Park)
- Casey Biernacki (Village of Western Springs)
- Joe Carey (Village of Carol Stream)
- Erik Hallgren (Village of Wilmette)
- Diana Mikula (Village of Arlington Heights)

**Membership Relations Committee**
- Jim Hoff (Village of Woodridge)
- Denise Joseph (Village of Lincolnwood)
- Kay Argo (Village of Lemont)
- Suzanne McVey (Village of Villa Park)
- Curt Barrett (Village of Winfield)
- Chrissy Hoover (Village of Huntley)
- Sash Dumanovic (City of West Chicago)
- Ellen Baer (Western Springs)
- Trevor Bosack (Village of Lake in the Hills)
- Rob Sabo (City of Rolling Meadows)

**Training & Education Committee**
- Christina Burns (Village of Oswego)
- Alex Cease (Village of Wilmette)
- Dawn Davis (Village of Richton Park)
- John Schwarz (Village of Winfield)
- Kathleen Gargano (Village of Hinsdale)
- Justyn Miller (Village of Berkeley)
- Courtney Sage (Village of Cary)
- Denver Schmitt (City of Crystal Lake)
- Brian Cunningham (Village of Lake Bluff)
- Steve Evans (Winfield FPD)
Table of Contents

Letter from the Executive Director .......................................................... 01
Financial Performance ........................................................................... 03
Claims Performance ............................................................................... 06
Risk Management & Training ............................................................... 16
Grant Programs ..................................................................................... 18
Claims to Contribution Report............................................................... 19
Zero Accident Rate Recognition .......................................................... 21
Participation Report ............................................................................... 22
Claims in 2022 continued to increase in both frequency and severity compared to decreases in 2020 due to the pandemic. Overall, worker compensation claim severity is the highest level in 10 years with an average cost per claim at $22,268, although frequency is lower. Of particular significance, police workers' compensation claims increased in severity by 26% compared to 2021. Police claims are the most expensive at an average cost of $30,401, which is almost double the average Public Works claim cost of $16,251. Fire Department claims average $21,808, which is a significant improvement over prior years. Similarly, for general liability, police claims are the most expensive at an average cost of $105K compared with Public Works at $75K and Fire Departments at $40K. We have seen an increase in PTSD claims from police, which are complicated and costly claims. In addition, social inflation has increased the value of police lawsuits and recent social unrest over highly publicized police misconduct has taken a toll on the morale of police departments. For these reasons, we are focusing on assisting our Police Departments to reduce and prevent claims. We have retained Benchmark Analytics to assist in analyzing our police departments to identify opportunities for improvement and we will also be leading several Police Chief discussions and providing relevant trainings aimed at reducing losses. Overall, workers' compensation severity is the highest level in 10 years with an average cost per claim at $22,268, although frequency is lower.

Risk Management and Training services continue to be a priority at IRMA. In 2022, IRMA provided 143 loss control visits, over 100 risk management consultations, 78 onsite training programs and 50 regional training programs. The number of participants in IRMA’s trainings exceeded 1,000.
The IRMA contribution rate increased approximately 3% in 2022, we returned $14.25 million to the membership in interest income. The investment market was volatile in 2022 and we saw a decrease of approximately 11% in 2022. IRMA awarded 97 grants in 2022 to 40 members at a total expenditure of almost $252K. We collected almost $1 million in subrogation claims, assuring responsible third parties are held accountable for losses they cause to our members. Our reinsurance and excess insurance renewals increased again in 2022 due to the continued challenging market. Overall, the increase in premiums for all lines was approximately 14.5%. We continued to emphasize the importance of cyber security training for all IRMA members and the BOD approved subsidies for 2023 so members have access to Knowbe4 and Concierge Cyber. It is critical that IRMA members prioritize cyber prevention through trainings for employees.

We continued our marketing efforts in 2022 by attending conferences, participating on ILCMA committees, writing articles and maintaining a social media presence, showcasing the benefits of IRMA. We continue to receive multiple inquiries from municipalities interested in joining IRMA. However, many have losses that are too costly for IRMA membership. In 2022, Channahon joined IRMA. We continue to enjoy positive relationships with our members who are excellent ambassadors.

Sincerely,

Margo Ely, Executive Director
In 2022, IRMA’s contribution rate increased to $2.207 from the 2021 rate of $2.114, partially due to the decrease in the rate stabilization credit from $1.975 million in 2021 to $1.1 million in 2022. The member revenue base increased in 2022 by approximately $22 million. There was an increase of $2.1 million in net member contributions for 2022. This was due to the rate multiplied against higher revenues, the $875,000 decrease in rate stabilization, and a $52,350 increase in optional deductible credits chosen by members, now totaling $6.645 million. Increasing member optional deductibles has been a staff priority in recent years. When members select a higher deductible, they experience greater accountability and ultimately reduce their losses.

IRMA’s diversified investment portfolio experienced a net investment loss of approximately (11.24%), as 50% of the portfolio is invested in equities, which generated ($14.7) million in total investment loss. In 2022, the pool issued members a $14.25 million interest income credit and allocated a $15.68 million surplus to the member reserves, of which $14.1 million is from the 2017 membership year. Interest income credits total $71.8 million for the past 5 years, $104.5 million over the past 10 years and $187.9 million since inception in 1989.
MEMBER CONTRIBUTIONS

*2019 Member Contributions were reduced by $2.5 million and 2018 was reduced by $5 million in Rate Stabilization funds transferred from the Interest Income Credit

INTEREST INCOME CREDIT

INVESTMENT INCOME

Investment Income
(Incl. Realized & Unrealized Gains)

IRMA
Loss Fund vs. Actuarial Estimate

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$26,415,074</td>
<td>$23,092,004</td>
<td>$22,395,082</td>
<td>$23,336,175</td>
<td>$23,707,781</td>
</tr>
<tr>
<td>Actuarial Estimate of Loss</td>
<td>$26,280,746</td>
<td>$25,882,171</td>
<td>$28,999,008</td>
<td>$26,720,846</td>
<td>$26,837,815</td>
</tr>
</tbody>
</table>

Budget | Actuarial Estimate of Loss

Back to Table of Contents
Since 2020, claims have experienced a steady climb to pre-pandemic levels in frequency and severity. The 2022 claim year is 2% higher in claim frequency than the 5-year frequency average (1,820 claims/year). An increase in claim count has been seen across all lines of coverage. However, the workers’ compensation claim count has not returned to pre-pandemic levels seen in 2018 and 2019.

When compared to the 5-year severity average, the 2022 claim severity is nearly 18% higher ($16,088,162) and only slightly higher than the 2019 claim year. The workers’ compensation, property damage and auto physical damage have increased significantly in 2022; workers’ compensation is 19% higher than the 5-year average ($11,181,274), property damage is 32% higher than the average ($1,661,634), and auto physical damage is 29% higher than the average ($918,900).

**TOTAL CLAIMS FREQUENCY**

*Undeveloped: Represents total reported and incurred at only 14 months development, or as of March 1st the following year.

**TOTAL CLAIMS EXPERIENCE**

*Undeveloped: Represents total reported and incurred at only 14 months development, or as of March 1st the following year.
2021-2022 CLAIM COMPARISON

When compared to 2021, the 2022 total undeveloped claim frequency increased 12% across all lines of coverage from 1,620 in 2020 to 1,851 in 2022. Although claim frequency are increasing when compared to pandemic levels, they have not returned to pre-pandemic levels seen in claim years 2018 and 2019.

However, the undeveloped claim experience in 2022 has increased 19% when compared to 2021. Claims severity saw a low in 2020, but have since risen quickly to return to pre-pandemic levels. The severity increases experienced in 2021 were attributable to prolonged treatment or return to work due to COVID-19 restrictions, the negative legal climate towards employers, police and municipalities, as well as climate and weather shifts causing increased property damage. These effects continue to impact claims experience in 2022. While COVID-19 impacts should lessen as there is a shift from pandemic to endemic, the other factors are risks that may continue to develop negatively due to politics and the implications of climate change.
2022 CLAIM PERFORMANCE

While the claim frequency and severity are slightly higher in 2022, the breakout over lines of coverage and departments is generally consistent with prior claim years. Workers’ compensation claims continue to account for most of the claim frequency and experience across all lines of coverage. In 2021, workers’ compensation claims accounted for 35% of all claim frequency and 76% of claim severity for all reported claims. This is down in 2022; workers’ compensation frequency is down slightly by 3% (32%) and severity is down 6% (70%). There were increases in claim severity for property damage claims (2021: 9% v. 2022: 12%), general liability (2021: 8% v. 2022: 9%), and auto physical damage (2021: 4% v. 2022: 6%).

2022 CLAIM FREQUENCY

2022 CLAIM SEVERITY
The total frequency of non-workers’ compensation claims in 2022 of 314 claims is 5% higher than the 5-Year average frequency of 299 claims. Claims reported for auto liability claims and auto physical damage claims in 2022 have an increased frequency when compared to the 5-year average. However, the total claims severity in non-workers’ compensation claims experienced in 2022 ($1,407,645) is 15% higher than the 5-year average ($1,226,722). Claim severity in property damage (32%), auto physical damage (29%) and general liability (14%) claims are significantly higher than the average, while auto liability dropped below average (-33%).

**2022 CLAIM FREQUENCY**

**2022 CLAIM SEVERITY**
General liability is expected to have more variability. The years 2017 and forward are still trending favorably compared to the mid-2000s. Claim years 2021 and 2022 are “green” according to actuarial estimates, allowing for cushion for a potential large claim.

**GENERAL LIABILITY PROJECTED COSTS PER $100 REVENUE**

Subrogation allows IRMA to recoup costs (such as amounts paid out for property damage, automobile damage, etc.), from the at fault driver's insurance company or directly from the at fault driver if uninsured, if the accident was not the member's fault. A successful subrogation reduces the losses paid out on your behalf and also means a refund of the deductible. In the calendar year 2022, IRMA successfully collected $920,769 from at-fault parties. Included in that recovery were successful arbitration claims. Arbitration is a way to resolve claims that are in dispute instead of litigating the claims. IRMA filed 16 arbitrations seeking $43,378.28 in damages and was successful in recovering $37,074.59, an overall recovery of 85%. IRMA also defended against 4 arbitration claims where the carriers sought recovery of $59,495.09. Due to IRMA's strong responses, only $29,225.50 was awarded to those companies, an overall average of 54.63% as compared to the industry standard of 49.90%. IRMA strongly recommends our members obtain adequate documentation to support successful subrogation recoveries and seek restitution in criminal/traffic cases whenever possible as this helps both the individual member's loss experience and the pool as a whole.
The 2022 claim frequency of workers' compensation claims is up slightly from 2021 (2020: 588 claims, 2021: 597 claims). Although claims are still lower than pre-pandemic years and the total claim year experience is relatively low, the workers' compensation average claim severity in 2022 is at its highest level in 10 years.

**2022 Workers' Compensation Claim Focus**

**WC FREQUENCY**

*Undeveloped: Represents total reported and incurred at only 14 months development, or as of March 1st the following year.

**WC EXPERIENCE**

*Undeveloped: Represents total reported and incurred at only 14 months development, or as of March 1st the following year.

**WC AVG. COST PER CLAIM**

*Undeveloped: Represents total reported and incurred at only 14 months development, or as of March 1st the following year.
Overall, workers’ compensation costs have been at historic lows for 2018 through 2021. The 2022 claim year is still “green” and reflects the conservative nature of the actuarial assessment by Millman.

**Temporary Total Disability Analysis**

Temporary Total Disability (TTD) benefits replace wages for injured workers when they are unable to work. Monitoring TTD payments assists in the analysis of how well the membership is doing in placing injured workers into early return to work/transitional duty programs, which is by far, the most effective tool to reducing workers’ compensation costs. IRMA partners with members to return injured employees back to work as soon as possible, encouraging transitional work opportunities with the objective of closing claims as quickly as possible once maximum medical improvement has been reached. Until 2020, TTD payments had been trending downward, reaching the lowest payments in 2019 than what had been seen in 10 years. In 2020, TTD payments went up 21% when compared to 2019 TTD levels. The increase was attributable to the COVID-19 pandemic resulting in more lost time cases as treatment was delayed and light duty decreased due to quarantine orders. TTD payments then returned to the lowest levels seen in 10-years in 2021. The 2022 TTD payments have returned to pre-pandemic levels seen in 2019.
Medical Management

In Illinois, employers and insurers cannot direct injured workers’ care. In other words, injured workers choose their medical providers and decide whether to follow their advice and recommendations. The workers’ compensation claim system can be confusing and complex for injured workers to navigate, which can lead to treatment delays, prolonged time off work and excessive treatment. For several years, IRMA has piloted programs to assist injured workers in overcoming these challenges by connecting them to the right medical provider, getting them the treatment they need and reducing delays. Programs like Comp Core Pro, EagleOne 24/7 Triage and Optimal Performance will help in this regard, but medical costs remain high. In addition, very few members have utilized the triage services, so we do not have sufficient data to measure their impact. IRMA continues to reduce costs by utilization review, bill review and PPO networks, and negotiated pricing for physical therapy and pharmacy costs.

Frequency and Severity Department Analysis

In 2022, the most frequent and severe workers’ compensation claims were from the Police Departments (34% frequency, 46% severity). Historically, the most severe workers’ compensation claims came from fire departments which was surpassed by police in 2021 and again in 2022. Claim frequency continues to be down across the Fire, Police and Public Works Departments when compared to pre-COVID levels in 2020 (2020: 713 claims, 2022: 597). Claim frequency is stable when compared to 2021, increasing only slightly from 588 in 2021 to 597 in 2022 which is approximately a 1.5% increase.
The top 5 most frequent causes represent 27% of all claims reported (Top 5: 165 Claims, Total WC: 597). The top 5 most severe (experience) injuries represent 40% of the costs of all claims (Top 5: $5,258,383, Total WC: $13,294,363). In 2022, the most frequent and severe injuries involved the lower back, accounting for 1% of the total number of claims (67 out of 588) and 9% of all workers’ compensation injury costs ($1,208,488 of $13,294,363).
The top 5 most frequent injuries represent 46% of all claims reported (Top 5: 277 Claims, Total WC: 597). The top 5 most severe (experience) injuries represent 51% of the costs of all claims (Top 5: $6,780,784, Total WC: $13,294,363). In 2022, injuries caused by slips, trips and falls accounted for 16% in frequency and 20% in claim severity (including same level & snow/ice).
Risk Management and Training Services

Risk Management and Training Services are a core function of IRMA, assisting members to embrace a safety culture, enhance awareness of preventive measures and partner together to reduce loss, thus reducing member contributions. Many IRMA training programs are complimentary or are offered at reduced rates. IRMA has targeted resources at providing solutions to common losses affecting the pool with an effort to reduce exposure. Staff has collected internal and national data, analyzed trends and reviewed technological advancements to determine benefits for the pool. Quarterly meetings of IRMA Steering and Standing Committees provide members with critical safety information, including new regulations and risk management techniques. Members continue to focus on risk management and safety training even when time is at a premium. They continue to inquire about the risk management impact on their operations on a regular basis.
New Programs

In 2022, IRMA launched several new loss control programs to assist members in treating gaps within safety programs. The Aquatic Facility and Playground Inspection loss control visits were revised and relaunched to the membership. These visits had not been updated or administered since 2015. IRMA also began a complimentary Noise Assessment Survey Program to assist members with initial compliance with OSHA’s Occupational Noise standard and development of a hearing protection program. We completed 12 Assessments in 2022, many of which were in direct response to IL OSHA unannounced visits to member locations.

The first Mental Health Stand Down was held in 2022. This 5-day virtual event was sponsored by the Fire Chiefs Steering Committee and focused on destigmatizing mental health for first responders. We received registration of 339 participants and 18 members for the course of the Stand Down. The overall satisfaction rating of the event was 3.7/4.0. Finally, at the direction of the Board of Directors, IRMA created the IT Committee in 2022 which helped create the 2023 cyber security programs with Know Be 4 and Cyber Concierge, as well as funding for a new cybersecurity grant.

Education Summit

The 9th Annual Education “From Risk to Resiliency” highlighted six areas where enacting change can positively impact public entities, making them more resilient. These areas included overview of IRMA’s new cybersecurity programs, legal updates, starting a drone program, drones in law enforcement, DEI, and building a culture of safety.

Each session was presented by an expert in the field. Sessions were 90 minutes, featured every Tuesday and Thursday throughout the month of October. There was a nominal increase in attendance in 2022 of 389 attendees compared to 2021 380 attendees. There was an average of 24 member organizations represented at each session. Overall satisfaction of all sessions averaged at 3.53/4.0.

The most highly rated session was “Moving from Concept to Contact: Utilizing the tool for effective DEIB Conversation & Conflict Resolution” with an average overall rating of 3.8/4.0, followed by sessions “Avoiding Liability Pitfalls-Recent Decision & their Impact on Municipal Government” with 3.7/4.0 ratings.
IRMA's robust grant program incentivizes municipal investment in safety. IRMA continued to enhance grant programs providing members with resources to purchase equipment and services to reduce injuries and benefit the pool overall. For the year 2022, IRMA awarded 97 grants to the membership issuing 99% of the grant budget or $251,085.66 to a total of 41 members. Of the 41 members that participated in the grant program, 20 members received multiple grant awards through different programs and departments. The most awarded grant in 2022 was the Work Zone Safety Grant (24 awards), followed by the Health & Wellness Grant (16 awards). For the 2022 Grant Application year, there were 98 Grant Applications on file; of that, 97 grants were awarded. The TRMC and Board of Directors approved a modest increase to the 2023 grant budget of 11%, or $282,000. This allows IRMA to offer 11 grant opportunities, including the new Cybersecurity Grant.
The Claims to Contribution Analysis Report is an annual report that is prepared and published by IRMA Staff as part of the State of the Membership Report. This report serves as a high-level claims overview of the pool and its members, utilizing the most recent five-year period of claims data. It also serves as the basis for the risk management recommendations which includes member enrollment into one of two programs: Advisory Program and Workers’ Compensation Focus Program. These programs are intended to assist members with reducing contributions by reducing losses.

5-YR RATIO OF CLAIMS TO LOSS FUND CONTRIBUTION

*The 2021 Annual Ratio was adjusted from 76.52% to 73.55% following discovery of a technical issue within our claim software. This number now reflects a more accurate depiction of the 2021 loss year.

Annual Claim to Contribution Ratio Development

As claims become more developed, the annual ratio generally increases at a gradual rate. This reflects the natural progression of claims as reserves change based on factors associated with the claims such as treatment, ability to return to work, legal fees and settlements, third party payments and subrogation recoveries occurring throughout the five-year period.

*The 2021 Annual Ratio was adjusted from 72.55% to 51.79% following discovery of a technical issue within our claim software. This number now reflects a more accurate depiction of Year 1 Development of 2021 losses.

Apart from 2019, all claim years are developing as expected. The 2019 annual ratio’s climb represents the continued development of claims in that year. This increase in the ratios during the 2019 claim year is attributable to several significant general liability losses. The nearly 12% increase between 2021 and 2022 is due to a $12 million dollar settlement for a general liability law enforcement case. While the pool retains only $3 million of this settlement, the impact is significant for 2019. These high-severity claims experienced in 2019 combined with a downturn in the investment market will show a deficit within this loss fund year. This will have a direct impact on excess surplus and rate stabilization in 2024.
Poor claims experience will follow a member over the five-year period until that claim year is dropped. Therefore, it is also beneficial to review the Annual Loss Ratios over 100% to account for the large isolated losses and potentially identify loss trends. On average, 14 members experience loss ratios over 100% on an annual basis. The highest annual ratio over 100% was in 2018 with 19 members, followed by 2019 with 18 members. Claim year 2020 is the lowest annual ratio with only 8 members exceeding 100%; this is likely due to impacts of the COVID-19 pandemic. Overwhelmingly, members only experience one adverse annual ratio over a five-year period. This is indicative of an outlier claim versus a negative trend or pattern.

**CONCLUSION**

The Claims to Contribution Report for 2022 confirms that the pool is doing well and improving claim costs. There is a reduction of members reaching over 100% ratios when compared to prior years with the exception of 2020 due to COVID-19.
The zero accident rate recognition criteria includes: fire, police, parks & recreation and public works departments. The following is a list of those departments that achieved a zero-accident rate in both frequency and severity for both vehicle and work injury records during 2022. Each member’s department attaining zero accidents will receive a plaque or engraved plate if plaque was previously received for this accomplishment.

### 2022 Zero Accident Rates

**FIRE DEPARTMENTS**
- Barrington
- Crete
- East Hazel Crest
- Lincolnwood

**PARKS/REC DEPT.**
- Brookfield
- Hinsdale
- Indian Head Park
- Lake in the Hills
- Libertyville
- Oak Brook
- Palos Park
- Park Forest
- Riverside
- Stickney
- Villa Park
- Willowbrook

**POLICE DEPARTMENTS**
- Barrington
- Kenilworth
- Palos Park
- Western Springs
- Winfield

**PUBLIC WORKS DEPARTMENTS**
- Countryside
- Kenilworth
- Lake Bluff
- Richton Park
- Willowbrook
IRMA’s continued success as an intergovernmental pool can be largely attributed to the membership’s interest and participation in the organization. The participation rates are analyzed in four areas: Board meetings, standing/ad hoc committees, steering committees, and standing committee chairs/steering committee officers. The report includes established guidelines and formulas used to determine the participation percentages. Each category of participation is weighted based on its essential value to IRMA, with the greatest weight given to Board of Directors meetings. Based on the 2022 membership participation percentages identified below, overall participation decreased from 69.1% in 2021 to 68.0% in 2022. The number of members in Category 1 (80% or greater) decreased from 30 members to 28 members, while the number of members in Category 3 (40% or less) increased from 5 in 2021 to 9 in 2022. The chart below provides a side-by-side comparison between 2021 and 2022 participation by category:

<table>
<thead>
<tr>
<th>Category</th>
<th>2021</th>
<th>2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 1</td>
<td>30 members</td>
<td>28 members</td>
</tr>
<tr>
<td>Category 2</td>
<td>36 members</td>
<td>35 members</td>
</tr>
<tr>
<td>Category 3</td>
<td>5 members</td>
<td>9 members</td>
</tr>
<tr>
<td>Overall Percent</td>
<td>69.1%</td>
<td>68.0%</td>
</tr>
</tbody>
</table>
The mission of IRMA is to provide reliable protection against human and financial losses through a self-directed and proactive partnership, which delivers high-quality risk management services that are professionally managed for the benefit of members at a cost that is competitively priced.
VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION

Agenda Item: 14

Subject: A RESOLUTION AUTHORIZING DISSOLUTION OF THE GOVERNMENT INFORMATION TECHNOLOGY CONSORTIUM (GovITC)

Action Requested: CONSIDERATION OF RESOLUTION (Roll Call)

Originated By: VILLAGE STAFF

Referred To: VILLAGE BOARD

Summary of Background and Reason For Request:

For the past 8 years, the Village has been part of an Information Technology Consortium (“GovITC”) made up of 6 communities that joined forces to (i) develop and share IT services, staffing and equipment, and (ii) find efficiencies, reduce risk, and provide a collaborative environment for innovation and continuous improvement. While the consortium was successful in (i) reducing certain expenses and (ii) elevating IT service and security, the lack of uniform operating environments and changing organizational expectations hampered GovITC’s success. As previously reported, the two largest members of GovITC are looking to dissolve the consortium to pursue different service arrangements to further their respective organizational goals just as GovITC’s service contract with InterDev concludes at the end of June.

To ensure continuity of IT services for the Village, the Village Board authorized a 3-year agreement with InterDev, LLC (the firm that has been the contractor for the consortium) at its last meeting. The final step in this process is the Village Board’s consideration of a Resolution that will authorize the GovITC Board and Village staff to take all actions necessary to effectuate the dissolution.

Reports and Documents Attached:

1. A copy of the Resolution with IGA.

Village Administrator’s Recommendation: Approval of the Resolution

Date Referred to Village Board: 6/26/2023
RESOLUTION NO. 2023-__
A RESOLUTION AUTHORIZING DISSOLUTION OF THE GOVERNMENT INFORMATION TECHNOLOGY CONSORTIUM (GovITC)

WHEREAS, the Village of Lake Bluff is a home rule unit pursuant to the Illinois Constitution of 1970; and

WHEREAS, the Village of Lake Bluff, Illinois, is a Member of the Government Information Technology Consortium (GovITC), an organization dedicated to information technology collaboration amongst governmental entities; and

WHEREAS, the GovITC's bylaws provide for the dissolution of the consortium under certain conditions, including but not limited to an affirmative two-thirds (2/3) vote of the entire Board; and

WHEREAS, the Village Board finds that circumstances warrant the dissolution of the Consortium in accordance with the provisions set forth in the Consortium's bylaws.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, as follows:

SECTION 1. The foregoing recitals are hereby adopted and incorporated and made a part of this Resolution as if fully set forth herein.

SECTION 2. The President and Board of Trustees of the Village of Lake Bluff formally approve the dissolution of the GovITC, and authorize staff to take actions necessary to dissolve the GovITC including execution of Appendix A. attached hereto.

SECTION 3. In the event of dissolution, the Village of Lake Bluff expects the GovITC Board to establish and execute procedures necessary to effect the dissolution promptly, in accordance with the bylaws' Section XIII and as described in Appendix A., attached hereto.

SECTION 4. The Village acknowledges that, upon dissolution, the remaining shared assets of the Consortium should be distributed among the then-existing Members in accordance with the Member Attrition Formula, as described in the bylaws.

SECTION 5. The Village recognizes its responsibility, in the event of dissolution, to transition software and other shared assets in the name of the Consortium to its own organization and make its information technology support backbone ready to accept the data volume and transfer of shared assets, per the Consortium's bylaws.

SECTION 6. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

SECTION 7. This Resolution shall be in full force and effect from and after its passage and approval.
PASSED this __ day of June, 2023, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: (  )
NAYS: (  )
ABSENT: (  )

APPROVED this __ day of June, 2023.

______________________________
Village President

ATTEST:

______________________________
Deputy Village Clerk
VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION

Agenda Item: 15

Subject: AN ORDINANCE GRANTING VARIATIONS TO CONSTRUCT A SECOND STORY ADDITION ON AN EXISTING DETACHED GARAGE (618 Maple Avenue, a Lake Bluff Landmark Property)

Action Requested: FIRST READING APPROVAL (Voice Vote)

Originated By: CHARLES AND VANESSA CLARKE (jointly, "APPLICANT")

Referred To: PLAN COMMISSION AND ZONING BOARD OF APPEALS (PCZBA)

Summary of Background and Reason for Request:
Charles and Vanessa Clarke submitted a variation application for relief necessary to construct a second story addition on their existing detached garage. Their home was recently designated a local landmark and the HPC conducted and terminated an advisory review of the proposed work, having no concerns or issues.

The applicant is seeking the following variations for:

a. Maximum accessory structure height: The existing garage meets the maximum height of 17 ft. At 20 ft., the proposed garage addition is 17.6% greater than allowed.

b. Maximum floor area ratio: The existing garage is 713.6 sq. ft. and the proposed renovation would bring it to a total of 1,573.6 sq. ft., meaning the detached garage would increase in size by 859 sq. ft. (164.0 sq. ft. of which is due to the garage’s eaves). The total FAR for the property is currently 17.2% greater than code allows and with the garage addition would 36.5% greater (increase of 19.3%).

c. Minimum rear yard setback: The existing garage is 2.9 ft. from the rear property line. The proposed garage addition puts the floor area for the accessory structure over 1,000 sq. ft., which triggers the garage to meet the principal structure setback of 18.7 ft.

d. Requirement that an accessory building be located at least 5 ft. from the principal building: The existing garage is located less than 5 ft. from the principal building; the house’s chimney is approximately 4.4 ft. from the detached garage (approximately 12% less than required).

While the applicant does not qualify for the Village’s new allowance of a one-time 10% floor area bonus given to landmarked homes as it already exceeds 110% of the maximum floor area, they do qualify for the new “Special Consideration for Historic Properties”, which requires the PCZBA and Village Board to take into account the historical nature of landmarked homes when considering variance requests.

On June 21, 2023 the PCZBA unanimously voted (6-0) to forward a favorable recommendation to the Village Board on these requests, subject to the conditions that drainage and fire code requirements are addressed during the building permit review. It was clear that the PCZBA considered the request for floor area relief valid since, per code, the floor area totals include the home and garage addition’s large eaves (equaling 807 sq. ft.). 15 letters of support have been received from nearby properties and no opposition letters were received.

Reports and Documents Attached:
1. Subject Ordinance with applicant’s petition and plans;
2. June 22, 2023 PCZBA packet (includes 13 letters of supporting nearby property owner) and two additional letters of support given at the PCZBA meeting.

PCZBA’s Recommendation: Approval of the ordinance.

Village Administrator’s Recommendation: Consideration of the ordinance.

Date Referred to Village Board: 6/26/2023
ORDINANCE NO. 2023-__

AN ORDINANCE GRANTING VARIATIONS TO CONSTRUCT A SECOND STORY ADDITION ON AN EXISTING DETACHED GARAGE  
(618 Maple Avenue)

Passed by the Board of Trustees, _______, 2023

Printed and Published, _______, 2023

Printed and Published in Pamphlet Form  
by Authority of the  
President and Board of Trustees

VILLAGE OF LAKE BLUFF  
LAKE COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

__________________________________________
Village Clerk
ORDINANCE NO. 2023--

AN ORDINANCE GRANTING VARIATIONS TO CONSTRUCT A SECOND STORY ADDITION ON AN EXISTING DETACHED GARAGE
(618 Maple Avenue)

WHEREAS, Charles F. Clarke III and Vanessa Clarke (collectively, “Applicant”) is the owner of 618 Maple Avenue within the Village’s R-4 Residence District, which property is legally described in Exhibit A to this Ordinance (“Subject Property”); and

WHEREAS, the Subject Property has been designated as a historic landmark and currently exceeds 110 percent of the maximum floor area ratio that would otherwise apply to the Subject Property, and is a legal non-conforming use; and

WHEREAS, Applicant has requested variations from Sections 10-5-4 (accessory structure height), 10-5-6 (floor area ratio), and 10-5-9 and 10-5G-2 (accessory structure setbacks) of the Zoning Regulations (collectively, the “Variations”) in order to construct a second story addition on an existing detached garage (“Improvements”); and

WHEREAS, the Village Board of Trustees, upon receipt of a positive or negative recommendation from the Village Joint Plan Commission and Zoning Board of Appeals (“PCZBA”), has final authority to grant or deny the Variations pursuant to Section 10-2-4(A) of the Zoning Regulations; and

WHEREAS, a public notice describing the Variations was duly advertised on June 5, 2023 in the Lake County News-Sun, and the PCZBA held a public hearing on June 21, 2023 for the purpose of considering the Variations; and

WHEREAS, at the close of the public hearing on June 21, 2023, the PCZBA recommended that the Village Board grant the Variations; and

WHEREAS, the Village Board of Trustees has determined that it would be in the best interest of the Village to grant the Variations in accordance with, and subject to, the conditions, restrictions, and provisions of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Recitals.

The foregoing recitals are incorporated into, and made a part of, this Ordinance as the findings of the President and Board of Trustees of the Village.

Section 2. Public Hearing.

A public hearing to consider the Applicant’s request for the Variations was duly advertised on June 5, 2023, in The News-Sun, and was held by the PCZBA on June 21, 2023. On June 21, 2023, the PCZBA recommended approval of the Variations.
Section 3. Variation Approval.

Pursuant to the standards and procedures set forth in Section 10-2-4 of the Zoning Regulations and subject to and contingent upon the conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the Applicant is hereby granted the following Variations to permit the construction of the Improvements on the Subject Property:

A. A 3.0 foot (17.6%) variation from the maximum accessory structure height limitation of Section 10-5-4 of the Zoning Regulations;

B. A 1,628.7 square foot (36.5%) variation from the maximum floor area ratio limitation of Section 10-5-6 of the Zoning Regulations;

C. A 15.8 foot (645%) variation from the accessory structure rear yard setback limitation of Sections 10-5-9 and 10-5G-2 of the Zoning Regulations; and

D. A 0.6 foot (12%) variation from the requirement, in Section 10-5-9 of the Zoning Regulations that states an accessory building be located at least 5 feet from the principal building.

Section 4. Conditions.

The Variations granted in Section 3 of this Ordinance are expressly subject to and contingent on each of the following conditions, restrictions, and provisions:

A. No Authorization of Work. The approvals granted pursuant to this Ordinance do not authorize the development, construction, reconstruction, alteration, demolition, or moving of any buildings or structures on the Property, but merely authorize the preparation, filing, and processing of applications for any permits or approvals that may be required by the codes and ordinances of the Village, including without limitation demolition and building permits.

B. Compliance with Application. The Subject Property must be developed, used, and maintained in substantial accordance with the zoning application and related documents submitted by the Applicant and attached to this Ordinance as Exhibit B.

C. Compliance with Plans. The Subject Property must be developed, used, and maintained in substantial compliance with the plans submitted by the Applicant to the Village, which consist of 6 total sheets prepared by Lake Effect Architects; all of which are attached as Group Exhibit C, (collectively "Plans"); and

D. Compliance with Applicable Law. In addition to the other specific requirements of this Ordinance, the Subject Property, the Improvements, and all of the Applicant’s operations and activities conducted on and in the Subject Property, must comply at all times with all applicable federal, state, and Village statutes, ordinances, resolutions, rules, codes, and regulations, including all applicable fire prevention requirements.

E. Drainage Requirements. Prior to construction of the Improvements, Applicant must submit to the Village Administrator for approval drainage plans detailing drainage measures Applicant will take to minimize stormwater runoff onto
neighboring properties. Once approved by the Village Administrator, the drainage plans shall be automatically incorporated into the Plans.

Section 5. Failure To Comply With Conditions.

Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the approval granted in Section 3 of this Ordinance will, at the sole discretion of the Board of Trustees, by ordinance duly adopted, be revoked and become null and void.

Section 6. Binding Effect.

The privileges, obligations, and provisions of each and every section and provisions of this Ordinance are for an inure to the benefit of and run with and bind the Subject Property, unless otherwise explicitly set forth in this Ordinance.

Section 7. Effective Date.

A. This Ordinance will be effective only upon the occurrence of all of the following events:
   i. Passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law; and
   ii. Publication in pamphlet form in the manner required by law; and
   iii. The filing by the Applicant with the Village Clerk, for recording in the Office of the Lake County Recorder of Deeds, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. The unconditional agreement and consent must be executed by the Applicant. The unconditional agreement and consent must be substantially in the form attached hereto and incorporated herein as Exhibit D.

B. In the event that the Applicant does not file with the Village Clerk the unconditional agreement and consent required by Paragraph 7.A(iii) of this Ordinance within 60 days after the date of final passage of this Ordinance, the Board of Trustees of Trustees will have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

[Signature page follows.]
PASSED this ___ day of ___, 2023, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: (0)

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

APPROVED this ___ day of ___, 2023.

________________________________________
Village President

ATTEST:

________________________
Village Clerk

FIRST READING:

SECOND READING:

PASSED:

APPROVED:

PUBLISHED IN PAMPHLET FORM:

{00132982.3}
Exhibit A

Legal Description of the Subject Property

LOT 14 AND 15 AND EAST 10 FEET OF LOT 16 IN BLOCK 33 IN NORTH ADDITION TO LAKE BLUFF, IN SECTION 21, TOWNSHIP 44, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS.

Commonly known as 618 Maple Avenue, Lake Bluff, Illinois
Exhibit B
Application
Village of Lake Bluff, Illinois  
Zoning Relief Application  
Instructions for Variation (Page 1 of 2)

General Information

The Village, similar to many communities, has a system of zoning and land use regulations that reasonably restrict how land owners may use and improve their property. However, no set of regulations can anticipate each and every situation that may arise. The variation process allows a property owner to seek relief from the strict letter of these regulations when obeying them would create “a particular hardship or a practical difficulty.” These conditions are based on the circumstances of the property or structure, and not those of the owner.

The Village’s Plan Commission and Zoning Board of Appeals (“PCZBA”) is a body of seven residents that reviews variations (among other requests). Your application for a variation will be considered at a public hearing before the PCZBA, and the PCZBA will evaluate your application based on the standards for variation relief. The burden of proof is on the Applicant to demonstrate that they meet the standards.

The variation process differs for minor and major variations. A variation request is subject to fewer steps when it only requests one or more variations that differ less than 25% from the allowable standard (as if the structure were built new). When only minor variations are requested, the PCZBA has the authority to directly approve, approve with conditions, or deny the relief requested. In all other cases, the PCZBA makes a recommendation to the Village Board for final action.

Process and Public Notice

- **>25 days before meeting:** Applicant submits application.
- **30-15 days before meeting:** Village publishes notice in the Lake County News-Sun. Village mails notice to all owners within 300 feet of subject lot.
- **Friday before meeting:** Meeting packet available online and at Village Hall, including application materials and staff memorandum.
- **Day of meeting:** PCZBA meets at 7 p.m. in the Village Hall Board Room (40 E. Center Ave.) Applications are generally considered in the order they were first received. Staff will provide an overview of the request, and the Applicant will give a brief presentation. Members of the public will be invited to comment, and then the PCZBA will discuss the application’s merits under the standards. **IMPORTANT:** You must participate in this meeting. Mark your calendar as soon as you apply. If you or your representative do not appear, your application may be continued or denied.

**Only Minor Variations:** The PCZBA may approve, approve with conditions, or deny the relief sought.

**All Other Variations:** The PCZBA may recommend that the Village Board approve, approve with conditions, or deny the relief sought.

**Continuation:** The PCZBA may also choose to continue the hearing at the PCZBA’s next meeting date if they require more information from the Applicant or a third party.

Rev. Jan. 2022
Process and Public Notice (Continued)

- **Monday after meeting:** Village Board performs first reading; there is discussion, but no final action. Applicant may request immediate approval for cause. (e.g. economic loss; construction timeline; etc.)

- **2nd Monday of next month:** Village Board performs second reading, votes.

**Fee and Escrow**

You will be initially required to provide an escrow of to cover (in advance) the Village’s costs of considering your application. Some common costs charged to escrow include:

- Legal and public notice
- Printing and reproduction
- Recording (e.g. of real estate instruments)
- Attorney fees paid by the Village
- Attorney fees paid by the Village
- Attorney fees paid by the Village

From this escrow, the Village will also collect its application fee (do not provide two payments). This fee is due whether your application is approved or denied. Any remaining balance in your escrow account will be refunded after all costs are actually paid by the Village, which is generally 60 to 90 days after your last hearing. When only minor variations are sought, an escrow deposit of $1,500 and an application fee of $500 applies. In all other cases, a deposit of $3,000 and an application fee of $750 applies.

**Other Regulatory Review**

Applying for and obtaining a special use permit is in addition to other steps you may be required to undertake to complete your project or open your business. Other common steps include:

- Building plan review
- Architectural site plan & signage review
- Utility connections
- Health department inspections

**Checklist**

You must include the following with your application:

**Attached Forms:**

- Applicant Information (signed)
- Response to Variation Standards
- Residential Bulk Calculations (for residential zoned property)
- Regulatory Floor Area Worksheet (If floor area to be affected by work)
- Escrow agreement (signed)

**Provide:** Plat of survey including legal description

**Provide:** Evidence of title or contractual interest (e.g. a lease)

**Provide:** Scale plans of proposed work (e.g. site plan, floor plan, elevations)

You may also consider including:

- Photographs of the subject property and nearby area
- Written testimony from nearby neighbors

Rev. Jan. 2022
## Village of Lake Bluff, Illinois
### Zoning Relief Application
#### 2022 PCZBA Meeting Calendar

<table>
<thead>
<tr>
<th>Month</th>
<th>Deadline to Apply (Close of Business)</th>
<th>Date of Hearing (7 p.m.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2022</td>
<td><strong>Wed, Dec 22, 2021 (Rescheduled)</strong></td>
<td><strong>Wed, Jan 19, 2022</strong></td>
</tr>
<tr>
<td>Feb 2022</td>
<td><strong>Fri, Jan 21, 2022</strong></td>
<td><strong>Wed, Feb 16, 2022</strong></td>
</tr>
<tr>
<td>Mar 2022</td>
<td><strong>Fri, Feb 11, 2022 (Rescheduled)</strong></td>
<td><strong>Thu, Mar 10, 2022 (Rescheduled)</strong></td>
</tr>
<tr>
<td>Apr 2022</td>
<td><strong>Fri, Mar 25, 2022</strong></td>
<td><strong>Wed, Apr 20, 2022</strong></td>
</tr>
<tr>
<td>May 2022</td>
<td><strong>Fri, Apr 22, 2022</strong></td>
<td><strong>Wed, May 18, 2022</strong></td>
</tr>
<tr>
<td>Jun 2022</td>
<td><strong>Fri, May 20, 2022</strong></td>
<td><strong>Wed, Jun 15, 2022</strong></td>
</tr>
<tr>
<td>Jul 2022</td>
<td><strong>Fri, Jun 24, 2022</strong></td>
<td><strong>Wed, Jul 20, 2022</strong></td>
</tr>
<tr>
<td>Aug 2022</td>
<td><strong>Fri, Jul 22, 2022</strong></td>
<td><strong>Wed, Aug 17, 2022</strong></td>
</tr>
<tr>
<td>Sep 2022</td>
<td><strong>Fri, Aug 26, 2022</strong></td>
<td><strong>Wed, Sep 21, 2022</strong></td>
</tr>
<tr>
<td>Oct 2022</td>
<td><strong>Fri, Sep 23, 2022</strong></td>
<td><strong>Wed, Oct 19, 2022</strong></td>
</tr>
<tr>
<td>Nov 2022</td>
<td><strong>Fri, Oct 21, 2022</strong></td>
<td><strong>Wed, Nov 16, 2022</strong></td>
</tr>
<tr>
<td>Dec 2022</td>
<td><strong>Fri, Nov 18, 2022 (Rescheduled)</strong></td>
<td><strong>Thu, Dec 15, 2022 (Rescheduled)</strong></td>
</tr>
</tbody>
</table>

### For months not listed above:
- Meetings are typically on the third Wednesday of each month.
- The deadline is 25 days prior to the meeting date.
- Please contact us if you need to confirm a specific date.

**Rev. Jan. 2022**
Village of Lake Bluff, Illinois
Zoning Relief Application
Applicant Information (Page 1 of 2)

Subject Property

Address: 618 Maple Avenue

PIN: 12-21-210-013

Current Use: Residential

Owner / Title Holder
Charles F Clarke III
Name: __________________________
Address: 618 Maple Ave
Lake Bluff, IL 60044
Phone: _______________________
E-mail: cclarke@kinzierealty.com

Joint Ownership (if applicable)
Vanessa Clarke

Name: __________________________
Address: 618 Maple Ave
Lake Bluff, IL 60044
Phone: (cell) 847/609-8428
E-mail: vbalbach@comcast.net

If ownership is other than individual or joint, check below and attach additional information:

☐ Corporation ☐ Partnership ☐ Land Trust ☐ Trust

Applicant (If Different)

Name: Lake Effect Architects, Robert D. Douglass
Address: P.O. Box 155 Lake Bluff, IL 60044
Relationship to Property: Architect
Phone: (O) 847/234-4688 (C) 847/987-1000
E-mail: rob@leffect.com

Are all real estate taxes, special assessments, and other obligations paid on the subject property in full? If no, explain.

☐ Yes ☐ No

Rev. August 2019
Village of Lake Bluff, Illinois  
Zoning Relief Application  
Applicant Information (Page 2 of 2)

Narrative of Request / Proposed Work:

The first phase of the Sherman sisters’ house was completed by 1911. 618 Maple Avenue features a Prairie design, with wide, overhanging eaves and a low-pitched roof. The most outstanding architectural elements of the home are the intricate Prairie-style stained glass windows, four large casement windows with subdivided leaded glass transoms, numerous doors providing great flexibility for the floor plan, and two grand staircases, each with its own contextual window. A birch staircase with Prairie-style elements—simple appliquéd wood pieces that echo the patterns in the stained glass window on the north side of the staircase leads to the second floor. The 1912 addition to 618 Maple Avenue, built to accommodate Annie and Willard’s marriage, includes a billiard room (present-day living room) on the south side of the first floor, with a separate staircase leading to a master bedroom.

With the current day work environment the home owners would like to have a home office. The best solution without impacting the original house is to build out a second floor over the existing garage. This will require the removal the existing hip roof on the garage and replace it with a Prairie style design, with wide overhanging eaves and a low-pitched roof to match the existing house. This will require three variations: (1) FAR variation. (2) A variation from the 17'-0" height restriction for the garage structure resulting in an encroachment of 3'-0" in height, and due to the garage addition the garage has to conform to the setbacks of the primary structure. Therefore the pre-existing non-conformance of 2'-1.5" will now be a 15'-10" encroachment into the setback.

Printing – Choose One:

The PCZBA requests that all drawings be produced no larger than 11” x 17” whenever possible. In addition to printed copies, submit digital copies of all materials to gcole@lakebluff.org.

___ I request that the Village produce any necessary copies of my application and any attachments. I understand that my application escrow will be charged the cost of printing. 
For architectural sized plans, costs may be significant and include delivery fees.

✔ I will provide 9 printed copies of my application and any attachments to Village Hall (40 F. Center Ave.) and will ensure they are received no later than 15 days prior to the meeting.

Signatures

The undersigned hereby represent, upon all of the penalties of the law, for the purpose of inducing the Village of Lake Bluff to take the action herein requested, that all statements herein and on all related attachments are true and that all work here mentioned will be done in accordance with the ordinances of the Village of Lake Bluff and the laws of the State of Illinois. The owner must sign the application.

Owner

Applicant

Date: 5.31.23

Date: 5.31.23

Rev. Jan. 2022
The PCZBA is required to base their recommendations on the following standards. It is the burden of the Applicant to establish that they meet each standard. Each standard is printed below. You should provide a statement as to how your application satisfies each standard. You may respond to the questions below on this sheet, or attach a separate typed sheet.

**Practical Difficulty or Hardship:** No variation shall be granted pursuant to this section unless the applicant shall have established that carrying out the strict letter of the provisions of this title would create a particular hardship or a practical difficulty.

The house was built in 1911 designed by Henry Webster Tomlinson who is also the architect of Village Hall. In the early 2000's the Vliet Museum identified and awarded the property the Distinguished Home Award of Lake Bluff History. Just recently the HPC has landmarked the property with the HPC Landmark status.

The restoration by the homeowners has preserved the Prairie Style on both the interior and exterior of the house. Due to the changing workplace environment a home office is needed. To achieve the proposed improvements to the livability of the house and maintaining the historic character requires the variance as requested. By adding a second floor to the existing garage will create 695 s.f. of additional space. Due to the Prairie Style eaves with overhangs greater than 2'-0" the historic building is being penalized with an addition 870 sf added to the FAR. The new roof which mirrors the roof on the house will require a variance on the ridge height of three feet. As depicted in the drawings the addition will aesthetically blend the garage into the context of the main house.

**Unique Physical Condition:** The subject property or structure is exceptional as compared to other lots and structures subject to the same provision by reason of a unique physical condition, including: a) presence of an existing use, structure, or sign, whether conforming or nonconforming; b) irregular or substandard shape or size; c) exceptional topographical features; or d) other extraordinary physical conditions peculiar to and inherent in the subject property or structure that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot or structure rather than the personal situation of the current owner of the lot or structure.

In the past the building was awarded a Vliet Museum Distinguished Home Award of Lake Bluff History. Most recently the HPC has landmarked the home. This categorizes the building with extraordinary physical conditions peculiar to and inherent in the specific property as a great example of Prairie Style architecture.
The PCZBA is required to base their recommendations on the following standards. It is the burden of the Applicant to establish that they meet each standard. Each standard is printed below. You should provide a statement as to how your application satisfies each standard. You may respond to the questions below on this sheet, or attach a separate typed sheet.

**Not Merely Special Privilege:** The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the granting of an authorized variation.

In the past the building was awarded a Vliet Museum Distinguished Home Award of Lake Bluff History. Most recently the HPC has landmarked the home. There is no special privilege the owner is requesting but rather relief to the FAR calculations and the garage height restrictions. The request for the variances will enhance the garage facade contributing to the improvement of the streetscape.

**Code Purposes:** The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which this code and the provision from which a variation is sought were enacted.

The FAR variance and the garage height variance will be in harmony with it's historic character and will be consistent with the general and specific purposes to the code.

**Public Health And Safety:** The variation would not: a) impair an adequate supply of light and air to adjacent property; b) increase the congestion in public streets unreasonably, or increase parking requirements on public streets unreasonably; c) increase the hazard of fire; d) endanger the public safety; e) diminish or impair the value of property within the area surrounding the subject property; or f) in any other respect impair the public health, safety, comfort, morals, and welfare.

The variance request will not adversely impact light and air, not affect traffic, will not endanger public safety, and will not diminish property values.
Village of Lake Bluff, Illinois
Zoning Relief Application
Residential Bulk Calculations

618 Maple Avenue, Lake Bluff, IL 60044

Address or Lot #: ________________________________

(“Left” and “Right” are relative to standing on the addressed street and looking towards the property.)

For subdivisions involving existing structures, complete every line.
For variation requests, complete only those lines affected by the proposed work.

<table>
<thead>
<tr>
<th>Lot Width</th>
<th>Existing</th>
<th>Proposed</th>
<th>Conforms or Variation Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Width</td>
<td>106.96 ft</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(as measured at front setback line)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lot Area</td>
<td>13,296.6 sq ft</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Principal Building Setback</th>
<th>Existing</th>
<th>Proposed</th>
<th>Conforms or Variation Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front</td>
<td>20.0 ft</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Side (Left)</td>
<td>10.7 ft</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Side (Right)</td>
<td>21.4 ft</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Side (Combined – Sum Sides)</td>
<td>32.1 ft</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rear</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Accessory Building Setback| | | |
|---------------------------| | | |

<table>
<thead>
<tr>
<th>Regulatory Floor Area</th>
<th>Existing</th>
<th>Proposed</th>
<th>Conforms or Variation Required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4,459.3 sq ft</td>
<td>592 sq ft</td>
<td>Variation</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Impervious Surface Coverage</th>
<th>Existing</th>
<th>Proposed</th>
<th>Conforms or Variation Required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>5,125.5 sq ft</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Front Yard Impervious Surface | | | |
|-------------------------------| | | |

| Building Coverage | | | |
|-------------------| | | |

<table>
<thead>
<tr>
<th>Maximum Building Height (Garage)</th>
<th>Existing</th>
<th>Proposed</th>
<th>Conforms or Variation Required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>16.5 ft</td>
<td>20'-0&quot;</td>
<td>Variation</td>
</tr>
</tbody>
</table>

| Daylight Plane Height Restriction | | | |
|----------------------------------| | | (Start at 12' at the lot line. Add one foot “up” for each one foot “in” from the lot line. Note if any building element(s) exceed the height plane.) | Conforms |

Rev. May 2019
Village of Lake Bluff, Illinois  
Zoning Relief Application  
Regulatory Floor Area Worksheet

618 Maple Avenue Lake Bluff, IL 60044  
Address or Lot #: ________________________________

The full rules for calculating Floor Area Ratio can be viewed here.  
Allowances vary depending on the size of your lot.  
Staff can help calculate your eligibility for these, which adjust your total floor area (grey areas).  
You should provide scale plans or drawings to justify your figures.

<table>
<thead>
<tr>
<th>Lot Area</th>
<th>Existing (Applicant Completes)</th>
<th>Proposed (Applicant Completes)</th>
<th>Allowance (Staff Completes)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Area</td>
<td>13,296.6 sq ft</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Gross Floor Area  
(Include all floors, basements, and detached structures) | 4,522.0 sq ft | 6,088.0 sq ft | |
| REMOVE  
Attics less than 6' in height | 0 sq ft | 0 sq ft | |
| REMOVE  
Attics greater than 6' in height not readily usable for living space | 0 sq ft | 0 sq ft | |
| REMOVE  
Basements, window wells, and stairwells protruding less than 3' from grade to first floor elevation | 0 sq ft | 0 sq ft | |
| REMOVE  
Detached structures in rear 27’ or 25% of lot (whichever is greater) | (714 sq ft) | 0 sq ft | |
| REMOVE  
Stoops and decks less than 42” in height | (24.0 sq ft) | (24.0 sq ft) | |
| REMOVE  
Covered porches less than 42” in height | (75 sq ft) | (75 sq ft) | |
| ADD  
Undereaves protruding more than 2’ from exterior wall | 706 sq ft | 870.0 sq ft | |
| ADD  
Penalty for areas greater than 10’ ceiling height | | | |
| REGULATORY FLOOR AREA  
(Staff Completes) | | | |
| Non-Conformance / Required Variation  
(Staff Completes) | | | | | | |

* Due to the proposed garage addition exceeding 1,000 sf, the entire structure is considered apart of the primary structure

Rev. May 2019
THIS AGREEMENT ("Agreement") is made and entered into as of ____________, 20__,
by and between THE VILLAGE OF LAKE BLUFF ("Village") and
Charles & Vanessa Clarke __________________________________________ ("Applicant").

IN CONSIDERATION OF the recitals and mutual covenants and agreements set forth herein, the
receipt and sufficiency of which are hereby mutually acknowledged, the parties hereto agree as
follows:

SECTION 1. RECITALS.

A. The Applicant has submitted to the Village for its review and consideration an
application seeking zoning relief necessary to commence a proposed use at or to construct
proposed improvements of the real property located at:

618 Maple Avenue ____________________________, Lake Bluff, Illinois ("Proposal") that
requires one or more of the following actions by the Village:

i. Approval or amendment of zoning relief pursuant to Title 10 of the Municipal
   Code, including without limitation: a variation, special use permit, site plan
   approval, planned residential development, planned commercial
development, planned mixed use development, RIO development plan,
and/or amendment to the text of Title 10;

ii. Approval or amendment of a plat of subdivision pursuant to Title 11 of the
    Municipal Code;

iii. Approval pursuant to the Village’s Watershed Development Ordinance, as
    adopted by reference in Title 12 of the Municipal Code; or

iv. The preparation and consideration of amendments to the Village’s liquor
    regulations, contained in Title 3, Chapter 2 of the Municipal Code.

B. Pursuant to Section 1-12-3 of the Village Comprehensive Fee Schedule and
Section 10-2-6 of the Village Zoning Regulations ("Escrow Regulations"), applications for approval
of a variation and a site plan and/or an amendment to a site plan and/or a text amendment to the
Village’s Zoning Regulations and other zoning relief must be accompanied by the applicable
application fee and the applicant is responsible for payment of any additional costs incurred by the
Village, including consultant costs and attorneys’ fees, but not including normal operating activities
such as internal staff time ("Reimbursement Costs").

SECTION 2. CASH DEPOSIT.

Pursuant to the Escrow Regulations, and in connection with the application for the
Development, the Developer agrees to provide a cash escrow deposit to the Village in the amount of
$3,000 ("Escrow") to be used towards Reimbursement Costs incurred by the Village in processing
the application for approval of the Proposal.

Rev. August 2019
SECTION 3. REPLENISHMENT.

Pursuant to the Escrow Regulations, the Village Administrator shall periodically review the Escrow to ensure that adequate funds are available to satisfy the Reimbursement Costs relating to the Development. The Village Administrator shall notify the Applicant at such times when draws are made against the Escrow towards Reimbursement Costs. Subject to the terms of this Agreement, in the event that the Village Administrator determines that sufficient funds are not available, the Village Administrator shall so notify the Applicant and request a further amount to defray the anticipated additional costs. The Village Administrator shall determine the further amount due based on the nature of the Proposal, its complexity, the anticipated need for additional legal and other consultant services, and the amount of time remaining before the completion of the Proposal. The Applicant shall be given fourteen (14) days to deposit the additional funds. In the event that the funds are not deposited, the Village shall take no further action on the Proposal and shall so advise the Applicant.

SECTION 4. FINAL DISBURSEMENT.

Pursuant to the Escrow Regulations, at the completion of the Proposal and after all outstanding Reimbursement Costs incurred by the Village related to the Proposal have been satisfied in full, the Village Administrator shall remit the balance of the Escrow, if any, to the Applicant.

SECTION 5. DESIGNATED CONTACTS.

The designated contact persons for the Applicant and the Village concerning this Agreement are as follows:

<table>
<thead>
<tr>
<th></th>
<th>For Village</th>
<th>For Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Glen Cole</td>
<td>Charles &amp; Vanessa Clarke</td>
</tr>
<tr>
<td></td>
<td>Asst. to the Village Administrator</td>
<td>Owner</td>
</tr>
<tr>
<td>Organization</td>
<td>Village of Lake Bluff</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>40 East Center Avenue</td>
<td>618 Maple Avenue</td>
</tr>
<tr>
<td>City, State, Zip</td>
<td>Lake Bluff, IL 60044</td>
<td>Lake Bluff, IL 60044</td>
</tr>
<tr>
<td>Phone Number</td>
<td>(847) 283-6889</td>
<td>(cell) 847/609-8428</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:gcole@lakebluff.org">gcole@lakebluff.org</a></td>
<td><a href="mailto:vbalbach@comcast.net">vbalbach@comcast.net</a></td>
</tr>
</tbody>
</table>

Rev. August 2019
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

ATTEST
By ______________________________
Its ______________________________

APPLICANT
By ______________________________
Its Co-Owner

ATTEST:
By ______________________________
Its ______________________________

VILLAGE OF LAKE BLUFF
By ______________________________
Its Village Administrator
North Avenue

Site Plan & Zoning Analysis

North Avenue

Maple Avenue

Clarke Residence

General Notes

1. Issued for Review 08/17/2022
2. Issued for Review 09/02/2022
3. Issued for Review 09/12/2022
4. Issued for PCZBA Review 06/21/2023
EXHIBIT D

Applicant's Unconditional Agreement and Consent

TO: The Village of Lake Bluff, Illinois (“Village”):

WHEREAS, Charles F Clarke III and Vanessa Clarke (collectively, “Applicant”) are the owners of 618 Maple Avenue within the Village's R-4 Residence District, which property is legally described in Exhibit A (“Subject Property”); and

WHEREAS, Applicant requested variations from Sections 10-5-4 (accessory structure height), 10-5-6 (floor area ratio), and 10-5-9 and 10-5G-2 (accessory structure setbacks) of the Zoning Regulations (collectively, the “Variations”) in order to facilitate the renovation of an existing non-conforming garage to resolve structural issues and finish the second floor (“Improvements”); and

WHEREAS, Ordinance No. 2023-__, adopted by the President and Board of Trustees of the Village of Lake Bluff on ______________, 2023 (“Ordinance”), grants the Variations for the Subject Property, subject to certain modifications, conditions, restrictions, and provisions; and

WHEREAS, Subsection 7.B of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicant files with the Village Clerk, within 60 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each of the terms, conditions and limitations set forth in said Ordinance.

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant hereby unconditionally agrees to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of the Ordinance.

2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village’s issuance of any permits for the Improvements or for the use of the Subject Property, including, without limitation, the Variations granted in the Ordinance, and that the Village’s insurance of any such permits does not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant agrees to and does hereby hold harmless, indemnify and defend the Village, the Village’s corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all injuries, damages, claims, liabilities, demands, causes of action, losses, suits, expenses, liabilities, and judgments of any and all nature and kind whatsoever, including without limitation costs, expenses, and attorneys’ fees, arising out of, occasioned by, connected with, or in any way attributable to, the operation and use of the Subject Property, the Improvements, or the Village’s adoption of the Ordinance.

ATTEST: Charles F Clarke III

By: ____________________________

ATTEST: ____________________________

ATTEST: Vanessa Clarke

By: ____________________________

ATTEST: ____________________________
Exhibit A to Unconditional Agreement and Consent

Legal Description of the Subject Property

LOT 14 AND 15 AND EAST 10 FEET OF LOT 16 IN BLOCK 33 IN NORTH ADDITION TO LAKE BLUFF, IN SECTION 21, TOWNSHIP 44, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS.

Commonly known as 618 Maple Avenue, Lake Bluff, Illinois
-----Original Message-----
From: Rosemary Logue <roselogue@comcast.net>
Sent: Friday, June 9, 2023 12:11 PM
To: Village of Lake Bluff <vlb@lakebluff.org>
Subject: 618 Maple Avenue

To whom it may concern~

my husband Scott and I have been residents of Lake Bluff for 28 years, 20 of them in our home at 569 Maple, just three houses away from the property under consideration.

We believe that Vanessa and Charlie Clark have done an excellent job of maintaining their historic arts and crafts home, and we have no issue with them adding a room above their detached garage. Assuming that structure would not exceed the height of the main house.

Thank you.
Rose and Scott Logue

Sent from my iPhone
Mr. Gary Peters, Chairman of the PCZBA
Village of Lake Bluff
40 E. Center Avenue
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 615 Maple Ave, in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke's effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

6-13-23
Date

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 1638 Maple Ave., in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Historic Preservation Commission.

Sincerely,

[Signature]

6/14/2023

Date

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA
Village of Lake Bluff
40 E. Center Avenue
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 548 E. Skariton Ave, in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

6/10/23

Date

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 535 E. North Ave., Lake Bluff, IL, in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

6/10/23

Date

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA
Village of Lake Bluff
40 E. Center Avenue
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 962 N. Spencer Rd. in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

[Date]

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA
Village of Lake Bluff
40 E. Center Avenue
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at [redacted] Maple Ave., in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

[Date]

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 609 Maple Ave, in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

6-14-23  
Date

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, Illinois 60044  

Re: Variance requests at 618 Maple Avenue  

Dear Mr. Peters,  

I, the undersign, who lives at [235 North Ave.], in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.  

Sincerely,  

[Signature]  
6-12-2023  
Date  

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 600 E. Center Ave., in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

6/11/23

Date

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 545 E. Scranton Av. in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke's effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

6.10.23

Date

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 546 E. Scoville Avenue in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

[Date]

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 601 E. Center Ave, in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

Jeffrey M. Walters  
6/10/23

Date

cc: Clara Gable, Assistant to the Village Administrator
To whom it may concern~

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We believe that Vanessa and Charlie Clarke have done an excellent job of maintaining their historic arts and crafts home, and we have no issue with them adding a room above their detached garage. Assuming that structure would not exceed the height of the main house.

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Sent from my iPhone
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Village of Lake Bluff  
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Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

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Sincerely,

[Signature]

6/13/23
Date

cc: Clara Gable, Assistant to the Village Administrator
Mr. Gary Peters, Chairman of the PCZBA  
Village of Lake Bluff  
40 E. Center Avenue  
Lake Bluff, Illinois 60044

Re: Variance requests at 618 Maple Avenue

Dear Mr. Peters,

I, the undersign, who lives at 540 E. Noah, in Lake Bluff have reviewed the drawings of the proposed variance requests for the Clarke residence located at 618 Maple Avenue. We thoroughly understand the request for the variance and support the Clarke’s effort to remodel the existing garage with a second floor. With the second floor addition, the reconstruction of the roof will now reflect the historic character of the Landmark status of their home designated by the Lake Bluff Historic Preservation Commission.

Sincerely,

[Signature]

Date: June 14, 2023

cc: Clara Gable, Assistant to the Village Administrator