

**VILLAGE OF BANNOCKBURN  
BOARD OF TRUSTEES  
JUNE 27, 2016  
MEETING MINUTES**

1. **Call to Order.** President Rothing called the meeting to order at 7:10pm.

President: Frank Rothing

Trustees Present: James Boyle, Mary Herrmann, David Korner, Kerry Martin

Trustees Absent: David Ansani, Diana Lackner

Also Present: Village Manager Maria Lasday, Village Clerk Kass Sigal, Police Chief Ronald Price, Finance Director Linda McCulloch, Village Counsel Vic Filippini, Village Engineer David Gewalt, Assistant to Village Manager Ryan Mentkowski and Administrative Assistant Joan Koriath

Visitors: Jim Robinson (Glenstar), Larry Deb (Glenstar)

2. 01-06/27: **Pledge of Allegiance.**

Trustee Herrmann led everyone in reciting the pledge of allegiance.

3. 02-06/27: **Visitor Business.** None

4. 03-06/27: **Public Hearing Regarding the Fiscal Year 2016-2017 Annual Budget and Appropriation Ordinance.**

President Rothing opened the public hearing at 7:10pm. There being no comments, President Rothing closed the public hearing at 7:12pm.

5. 04-06/27: **Consider Approval of an Annual Appropriation Ordinance of the Village of Bannockburn, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.**

Trustee Boyle moved, seconded by Trustee Martin, to approve Ordinance 2016-09, an Ordinance to approve an Annual Appropriation Ordinance of the Village of Bannockburn, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

6. 05-06/27: **Consider Approval of an Annual Appropriation Ordinance of the Village of Bannockburn Special Service Area Number One, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.**

Trustee Herrmann moved, seconded by Trustee Martin, to approve Ordinance 2016-10, an Ordinance to approve an Annual Appropriation Ordinance of the Village of Bannockburn Special Service Area Number One, Lake County, Illinois for the Fiscal

Year Beginning May 1, 2016 and Ending April 30, 2017. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

7. **06-06/27: Consider Approval of an Annual Appropriation Ordinance of the Village of Bannockburn Special Service Area Number Two, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.**

Trustee Boyle moved, seconded by Trustee Herrmann, to approve Ordinance 2016-11, an Ordinance to approve an Annual Appropriation Ordinance of the Village of Bannockburn Special Service Area Number Two, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

8. **07-06/27: Consider Approval of an Annual Appropriation Ordinance of the Village of Bannockburn Special Service Area Number Seventeen, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.**

Trustee Boyle moved, seconded by Trustee Martin, to approve Ordinance 2016-12, an Ordinance to approve an Annual Appropriation Ordinance of the Village of Bannockburn Special Service Area Number Seventeen, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017. a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

9. **08-06/27: Consider Approval of a Resolution Authorizing the Statement and Sources of Estimated Revenues for Fiscal Year May 1, 2016 and Ending April 30, 2017.**

Trustee Herrmann moved, seconded by Trustee Korner, to approve Resolution 2016-R-41, a Resolution Authorizing the Statement and Sources of Estimated Revenues for Fiscal Year May 1, 2016 and Ending April 30, 2017. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

10. **09-06/27: Consider Approval of an Ordinance Amending Sections 5-106 and 9-106 of the Bannockburn Zoning Code Regarding Signage and Lot Coverage in the Office District.**

Trustee Boyle moved, seconded by Trustee Herrmann, to approve Ordinance 2016-13, an Ordinance to approve an Ordinance Amending Sections 5-106 and 9-106 of the Bannockburn Zoning Code Regarding Signage and Lot Coverage in the Office District. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

11. **10-06/27: Consider Approval of an Ordinance Amending a Special Use Permit and Granting Variations and Other Zoning Relief with Respect to Parking, Lot Coverage, Exterior Lighting, Signage, and Landscaping for Building IV in the Bannockburn Lake Office Plaza (2201 Waukegan Road).**

Trustee Boyle moved, seconded by Trustee Martin, to approve Ordinance 2016-14, an Ordinance to approve an Ordinance Amending a Special Use Permit and Granting Variations and Other Zoning Relief with Respect to Parking, Lot Coverage, Exterior Lighting, Signage, and Landscaping for Building IV in the Bannockburn Lake Office Plaza (2201 Waukegan Road) On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

12. **11-06/27: Consider Approval of an Ordinance Amending a Special Use Permit and Granting Variations with Respect to the Site Plan, Exterior Lighting, and Related Improvements for Building III in the Bannockburn Lake Office Plaza (2355 Waukegan Road).**

Trustee Martin moved, seconded by Trustee Boyle, to approve Ordinance 2016-15, an Ordinance amending a Special Use Permit and Granting Variations with Respect to the Site Plan, Exterior Lighting, and Related Improvements for Building III in the Bannockburn Lake Office Plaza (2355 Waukegan Road). On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

13. **12-06/27: Consider Approval of an Ordinance Amending a Special Use Permit and Granting Variations and Other Zoning Relief With Respect to the Site Plan, Uses, and Various Site Improvements for Building II in the Bannockburn Lake Office Plaza (2345 Waukegan Road).**

Trustee Herrmann moved, seconded by Trustee Boyle, to approve Ordinance 2016-16, an Ordinance amending a Special Use Permit and Granting Variations and Other Zoning Relief With Respect to the Site Plan, Uses, and Various Site Improvements for Building II in the Bannockburn Lake Office Plaza (2345 Waukegan Road). On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

14. **13-06/27: Consider Approval of an Ordinance Amending a Special Use Permit and Granting Variations And Other Zoning Relief with Respect to Driveways and Parking, Lot Coverage, Exterior Lighting, Walkways, Landscaping, and Other Improvements For Building I in the Bannockburn Lake Office Plaza (2333 Waukegan Road).**

Trustee Herrmann moved, seconded by Trustee Boyle, to approve Ordinance 2016-17, an Ordinance amending a Special Use Permit and Granting Variations And Other Zoning Relief with Respect to Driveways and Parking, Lot Coverage, Exterior Lighting, Walkways, Landscaping, and Other Improvements For Building I in the Bannockburn Lake Office Plaza (2333 Waukegan Road). On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

15. 14-06/27: [Intentionally Deleted].

16. 15-06/27: **Consider Approval of a Waiver to the Village Board Appeal Process Regarding the Following Architectural Review Commission Applications Approved at the Architectural Review Commission Meeting on June 21, 2016:**

- Consider a Request for Approval of the May 17, 2016 Meeting Minutes.
- Consider Approval of Exterior Modifications to a Previously Approved Site Plan to Install a Rear/Side Yard Patio with a Seat Wall and Fire Pit, Located at 21 Aberdeen Court in the Tarns of the Moor Subdivision, Submitted by Tracey Belcourt.
- Consider a Request for Approval of Modifications to the West and North Elevations of an Existing Home for the (1) Removal and Replacement of Windows and (2) the Relocation of a Fireplace, Located at 1450 North Ave, Submitted by Robert and Stacy Tompkins.
- Consider Approval of (1) a New 7,659 Sq. Ft. Home, (2) Two Garages, (3) Three Patios (4) One Covered Porch (5) One Covered Balcony Porch (6) Three Pillars (7) Exterior Lighting, (8) Landscaping, and (9) Driveway at 28 Aberdeen Court in the Tarns of the Moor Subdivision, Submitted by Capitol Custom Homes, Inc. for Foxford12 LLC.
- Consider Approval of (i) Changes to the Previously-Approved Site Plans; (ii) Installation and Maintenance of New or Modified Building and Site Improvements including Landscaping, Exterior Lighting, Driveways and Parking, Trash Enclosures, Walkways, Signage, and other Related Improvements; on the Property Commonly Known as 2333 Waukegan Road, Bannockburn, Illinois, Submitted by Glenstar Properties and WSC-GSP B/L Office Park, Owner VII, L.L.C.
- Consider Approval of (i) Changes to the Previously-Approved Site Plans; (ii) Installation and Maintenance of New or Modified Building and Site Improvements including Landscaping, Exterior Lighting, Signage, Off-Site Nameplate Sign, Driveways and Parking, Trash Enclosures, Walkways, Generator, and other Related Improvements; on the Property Commonly Known as 2345 Waukegan Road, Bannockburn, Illinois, Submitted by Glenstar Properties and WSC-GSP B/L Office Park, Owner VII, L.L.C.
- Consider Approval of (i) Changes to the Previously-Approved Site Plans; (ii) Installation and Maintenance of New or Modified Building and Site Improvements including Landscaping, Exterior Lighting, Driveways and Parking, Trash Enclosures, Walkways, and other Related Improvements; on the Property Commonly Known as 2355 Waukegan Road, Bannockburn, Illinois, Submitted by Glenstar Properties and WSC-GSP B/L Office Park, Owner VII, L.L.C.
- Consider Approval of (i) Changes to the Previously-Approved Site Plans; (ii) Installation and Maintenance of New or Modified Building and Site Improvements including Landscaping, Exterior Lighting, Driveways and Parking, Trash Enclosures, Walkways, Signage and other Related Improvements; on the Property Commonly Known as 2201 Waukegan Road, Bannockburn, Illinois, Submitted by Glenstar Properties and WSC-GSP B/L Office Park, Owner VII, L.L.C.

Village Manager Lasday reviewed the actions of the Architectural Review Commission (ARC), all items being approved with various conditions.

Trustee Herrmann moved, seconded by Trustee Martin, to Waive the Village Board Appeal Process Regarding the Architectural Review Commission Applications Approved at the Architectural Review Commission Meeting on June 21, 2016. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

**17. 16-06/27: Consider Approval of Modifications to the Village's Construction Work Hours for the North Ave Road Improvement Project.**

President Rothing noted that Bannockburn was looking to revise the construction work hours for the road project to match Deerfield's construction hours. He noted the project is in jeopardy because of the State budget crisis.

Trustee Boyle moved, seconded by Trustee Martin, to approve a modification of the Village's Construction Work Hours for the North Avenue Road Improvement Project to match Deerfield's construction hours. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

**18. 17-06/27: Consider Approval of a Resolution Approving A Transferee Assumption Agreement (3000 Lakeside Drive, Bannockburn, Illinois).**

Trustee Boyle moved, seconded by Trustee Martin, to approve Resolution 2016-R-42, a Resolution approving a Transferee Assumption Agreement (3000 Lakeside Drive, Bannockburn, Illinois). On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

**19. 18-06/27: Consider Approval of the Use of Duffy Lane and Wilmot Road as Part of a Bike Route for a Venus de Miles Cycling Event on July 23, 2016.**

Chief Price noted this is the same event as last year. He noted there will a police officer on duty to help with event, while they are passing thru Bannockburn.

Trustee Herrmann moved, seconded by Trustee Martin, to approve the use of Duffy Lane and Wilmot Road as part of a bike route for the Venus de Miles Cycling Event on July 23, 2016. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

**20. 19-06/27: Consider Approval of a Resolution Approving Easements in Connection with the Annexation and Development of Property in the Northeast Quadrant of the Routes 22 and 43 Intersection.**

Trustee Boyle moved, seconded by Trustee Martin, to approve Resolution 2016-R-43, a Resolution approving Easements in Connection with the Annexation and Development of Property in the Northeast Quadrant of the Routes 22 and 43 Intersection. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

21. 20-06/27: **Consider Approval of an Ordinance Annexing Certain Property To The Village Of Bannockburn (Northwest Quadrant of Rts. 22 And 43).**

Trustee Boyle moved, seconded by Trustee Martin, to approve Ordinance 2016-18, an Ordinance Annexing Certain Property To The Village Of Bannockburn (Northeast Quadrant of Rts. 22 And 43). On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

22. 21-06/27: **Village Engineer.** None

23. 22-06/27: **Village Police Chief.**

Chief Price noted that in his absence, Lt. Jack Heneghan will be in attendance for the July 11, 2016 meeting.

24. 23-06/27: **Village Counsel.** None

25. 24-06/27: **Village Clerk.** None

26. 25-06/27: **Village Commissions.**

- *Water & Sewer:* None
- *Police:*  
Trustee Boyle reported on a new storm communication program for emergency management, which was recently activated.
- *Roads & R.O.W:*  
Trustee Martin reiterated the concern about the state budget crisis and Village road construction projects.
- *Building:*  
Trustee Korner noted that the new McDonald's restaurant is open. He noted that the Wanxiang building (2275 Half Day Road) has a sprinkler issue that needs to be resolved. He noted that the Village and the Deerfield-Bannockburn Fire Protection District are coordinating enforcement efforts with a 6 months' compliance period.
- *Finance:*  
Finance Director McCulloch reviewed the supplemental bill list and then explained the May monthly finance reports.

Trustee Boyle moved, seconded by Trustee Martin, to approve the supplemental bill submit list. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

27. 26-06/27: Village Manager.

Village Manager Lasday noted that the proposed declaration forms for 13 Dunsinane have not yet been notarized. Village Counsel Filippini noted that the notarization is the responsibility of the homeowner. She noted that the Dunsinane residents may be approaching the Village for changes to the PUD regulations.

Village Manager Lasday noted that Trustee Martin will be representing the Village in the Deerfield July 4<sup>th</sup> parade.

Village Manager Lasday noted that there is only one Board meeting in July, on July 11<sup>th</sup>.

28. 27-06/27: Village President.

Village President Rothing noted he, Village Manager Lasday and Chief Price, attended a meeting with the Bannockburn Green Retail Center tenants at the new McDonald's. He noted they discussed ways to increase traffic at the Center.

Village President Rothing noted the upcoming Tennis and Concert in the Park event on July 17, 2016.

Village President Rothing noted he met with the landscapers responsible for maintaining the medians on Route 22 because better maintenance of the medians is needed. He noted a recent event at Northwest Municipal Conference.

Trustee Herrmann inquired about the gravel on the path, which results from motorists driving on the shoulder. Chief Price noted that Public Works contractor Tracz had actually gone out and cleaned off the paths that day.

Finance Director McCulloch noted information from the Village auditor engagement letter, which relates to a fraud assessment questionnaire.

**EXECUTIVE SESSION**

For the Discussion of (i) Enforcement and (ii) Executive Session Minutes.

Trustee Boyle moved, seconded by Trustee Martin, to enter into Executive Session for the discussion of (i) Enforcement, and (ii) Executive Session Minutes. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner). Executive Session was entered at 8:20pm.

There being no further discussion in Executive Session, Trustee Herrmann moved, seconded by Trustee Korner, to exit out of Executive Session. On a voice vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner). Executive Session was entered at 8:32pm.

29. **28-06/27: Consider Approval of the June 13, 2016 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Herrmann moved, seconded by Trustee Martin, to approve the June 13, 2016 Board Meeting Minutes, subject to minor corrections. On a voice vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

30. **29-06/27: Consider Approval of the June 13, 2016 Executive Session Meeting Minutes (Subject to Minor Corrections).**

Trustee Korner moved, seconded by Trustee Boyle, to approve the June 13, 2016 Executive Session Board Meeting Minutes, subject to minor corrections. On a voice vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner).

**ADJOURNMENT.**

Trustee Korner moved, seconded by Trustee Martin, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Martin); Nays: None; Absent: Two (Ansani, Lackner). The meeting was adjourned at 8:33pm.