



# VILLAGE OF WILMETTE

1200 Wilmette Avenue  
WILMETTE, ILLINOIS 60091-0040

(847) 251-2700  
FAX (847) 853-7700  
TDD (847) 853-7634  
EMAIL [wilmette@wilmette.com](mailto:wilmette@wilmette.com)

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILMETTE, ILLINOIS HELD IN THE COUNCIL ROOM OF SAID VILLAGE HALL, 1200 WILMETTE AVENUE, WILMETTE, ILLINOIS ON TUESDAY, JULY 23, 2013.**

---

ITEM:

The Village President called the meeting to order at 7:31 p.m.

1.0 ROLL CALL:

President                Bob Bielinski  
Trustees                Alan Swanson  
                              Carol Ducommun  
                              Cameron Krueger  
                              Julie Wolf  
                              Ted McKenna

Absent:                 Mike Basil

Staff Present:        Timothy J. Frenzer, Village Manager  
                              John Prejzner, Assistant to the Village Manager  
                              Michael Zimmermann, Corporation Counsel  
                              Barbara L. Hirsch, Deputy Village Clerk  
                              John Adler, Director of Community Development

2.0 APPROVAL OF MINUTES:

2.1     Trustee Wolf moved approval of minutes of the Regular Board meeting held July 9, 2013, seconded by Trustee Ducommun. All voted aye, the motion carried.

3.0 PETITIONS AND COMMUNICATIONS:

Herb Sorock, 2403 Iroquois, asked for clarification regarding a report from the Metropolitan Water Reclamation District that is posted on the Village of Wilmette's Website.

Village Manager Timothy Frenzer said he would have the Village Engineer follow up with Mr. Sorock regarding the report.

#### 4.0 REPORTS OF OFFICERS:

No Reports.

#### 4.1 Consent Agenda. Trustee Wolf moved approval of the Consent Agenda as follows:

- 6.11 Minutes, Appearance Review Commission.
- 6.12 Minutes, Zoning Board of Appeals.
- 6.13 Minutes, Zoning Board of Appeals.
- 6.14 Minutes, Ad Hoc Zoning Ordinance Review Committee.
- 6.15 Temporary Use Permit #2013-TU-15 for the Romona Elementary School outdoor picnic and concert to be held September 7, 2013 from 4 pm to 8 pm.
- 6.16 Temporary Use Permit #2013-TU-16 for the Plaza del Lago Antique Appraisal Event to be held September 7, 2013 from 9 am to 3 pm.
- 6.17 Temporary Use Permit #2013-TU-17 for the Harper Elementary School Hoedown to be held September 22, 2013 from 1 pm to 3:30 pm.
- 6.18 Temporary Use Permit #2013-TU-18 for the St. Francis Xavier Summerfest to be held on August 24, 2013 from 7:00 pm to 11:00 pm.
- 6.19 Temporary Use Permit #2013-TU-19 for the St. Joseph Oktoberfest Market and Family Festival to be held on September 21, 2013 from 9:00 am to 12:00 am.
- 6.191 Appointment of Appearance Review Commission as a Special Zoning Committee to review a request to amend the Plaza del Lago Local Sign Regulations.
- 6.192 Introduction of Ordinance #2013-O-41 amending Chapter 20, Article 9, "Sign Ordinance," Appendix C, "West Lake Plaza Local Sign Ordinance," of the Wilmette Village Code.
- 6.193 REMOVE FROM TABLE - Zoning Board of Appeals Report, Case #2013-Z-20, 111 Carriage Way regarding a request for a special use for a roofed accessory structure in excess of 200 square feet and a 4.0' accessory structure separation variation to retain a gazebo in accordance with the plans submitted. The use shall run with the use – TABLE TO AUGUST 27, 2013 REGULAR VILLAGE BOARD MEETING.
- 6.21 Approval of May 2013 Disbursements.
- 6.22 Approval of June 2013 Disbursements.
- 6.23 Presentation of the April 30, 2013 Revenue and Expense Report.

- 6.24 Presentation of the May 31, 2013 Revenue and Expense Report.
- 6.25 Presentation of the April 30, 2013 Cash and Investment Summary.
- 6.26 Presentation of the May 31, 2013 Cash and Investment Summary.
- 6.27 Presentation of the April 30, 2013 Treasurer's Report of Cash Receipts and Disbursements.
- 6.28 Presentation of the May 31, 2013 Treasurer's Report of Cash Receipts and Disbursements.
- 6.29 Presentation of the 2012 Annual Treasurer's Report of Cash Receipts and Disbursements.
- 6.291 Presentation of the 2012 Annual Audit – Referral to Finance Committee.
  
- 6.31 Adoption of Resolution #2013-R-27 regarding an amendment to the 2013 Pay and Classification Plan for the position of "Accountant".
- 6.32 Approval of third amendment to the Real Estate Sale and Developer's Agreement between the Village of Wilmette and Lexington Homes, LLC to allow for a 60-day extension of the due diligence period.
  
- 6.41 Approval of contract, G & M Cement Construction Company Inc., Addison, IL for the 2013 Alley Reconstruction Program.
- 6.42 Adoption of Resolution #2013-R-26 in support of the Illinois Transportation Enhancement Program Grant for Forest Avenue Brick Street Restoration.
- 6.43 Approval of contract, United Septic, Inc., Bristol, IL for catch basin cleaning.
- 6.44 Approval of contract, McCann Industries, Inc., Addison, IL for the purchase of a rubber tired backhoe/loader machine.
  
- 6.61 Application of Migo Corporation d/b/a TB Asian Cuisine (339 Ridge Road) for a Class B Liquor License – Referral to Judiciary Committee.
  
- 8.1 Notice of vacancy, Housing Commission.
- 8.2 Notice of vacancy, Historic Preservation Commission.
- 8.3 Notice of vacancy, Housing Commission.
- 8.4 Notice of vacancy, Electrical Commission.
- 8.5 Notice of vacancy, Historic Preservation Commission.
- 8.6 Notice of vacancy, Environmental and Energy Commission.
- 8.7 Notice of vacancy, Transportation Commission.
- 8.8 Notice of vacancy, Environmental and Energy Commission.
- 8.9 Notice of vacancy, Environmental and Energy Commission.
- 8.91 Notice of vacancy, Historic Preservation Commission.

- 9.1 Appointment, Zoning Board of Appeals.
- 9.2 Recommendation of reappointment, Human Relations Commission.
- 9.3 Recommendation of appointment, Transportation Commission.
- 9.4 Recommendation of appointment, Transportation Commission.
- 9.5 Recommendation of appointment, Historic Preservation Commission.

Trustee Krueger seconded the motion. Voting yes: Trustees Swanson, Ducommun, Krueger, Wolf, McKenna and President Bielinski. Voting no: none. The motion carried.

#### 4.2 Introduction of Reinhard Schneider who is recommended for appointment to the Transportation Commission.

President Bielinski introduced Mr. Schneider to the Village Board and recommended his appointment to the Transportation Commission.

#### 4.3 Introduction of William Merci who is recommended for appointment to the Historic Preservation Commission.

President Bielinski introduced Mr. Merci to the Village Board and recommended his appointment to the Historic Preservation Commission.

#### 4.4 Presentation of the Government Finance Officer Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the 2011 Comprehensive Annual Financial Report (CAFR).

Mr. Frenzer said the Village has once again been awarded the Certificate of Achievement for Excellence in Financial Reporting for the 2011 Comprehensive Annual Financial Report (CAFR). The certificate is the highest form of recognition in the area of government accounting and financial reporting and its attainment represents a significant accomplishment. The CAFR was judged by an impartial panel of GFOA members who determined the report met the organization's high standards of excellence demonstrating the spirit of full disclosure and transparency that clearly communicates the Village's financial story and motivates potential users to read the document. The GFOA is a non-profit professional association serving approximately 17,500 government finance professionals in the United States and Canada. This is the 19<sup>th</sup> time the Village has received the distinguished award. The Village has also learned it will receive, for the 15<sup>th</sup> consecutive year, the Certificate of Achievement for Distinguished Budget Presentation Award.

5.0 REPORT OF THE LIQUOR CONTROL COMMISSIONER:

No Report.

6.0 STANDING COMMITTEE REPORTS:

6.1 LAND USE COMMITTEE REPORT:

6.11 Presentation of minutes of the Appearance Review Commission meeting held June 3, 2013 was handled with the Consent Agenda.

6.12 Presentation of minutes of the Zoning Board of Appeals meeting held June 5, 2013 was handled with the Consent Agenda.

6.13 Presentation of minutes of the Zoning Board of Appeals meeting held June 19, 2013 was handled with the Consent Agenda.

6.14 Presentation of minutes of the Ad Hoc Zoning Ordinance Review Committee meeting held April 18, 2013 was handled with the Consent Agenda.

6.15 Approval of Temporary Use Permit #2013-TU-15 for the Romona Elementary School outdoor picnic and concert to be held September 7, 2013 from 4 pm to 8 pm was handled with the Consent Agenda.

6.16 Approval of Temporary Use Permit #2013-TU-16 for the Plaza del Lago Antique Appraisal Event to be held September 7, 2013 from 9 am to 3 pm was handled with the Consent Agenda.

6.17 Approval of Temporary Use Permit #2013-TU-17 for the Harper Elementary School Hoedown to be held September 22, 2013 from 1 pm to 3:30 pm was handled with the Consent Agenda.

6.18 Approval of Temporary Use Permit #2013-TU-18 for the St. Francis Xavier Summerfest to be held on August 24, 2013 from 7:00 pm to 11:00 pm was handled with the Consent Agenda.

6.19 Approval of Temporary Use Permit #2013-TU-19 for the St. Joseph Oktoberfest Market and Family Festival to be held on September 21, 2013 from 9:00 am to 12:00 am was handled with the Consent Agenda.

- 6.191 Appointment of Appearance Review Commission as a Special Zoning Committee to review a request to amend the Plaza del Lago Local Sign Regulations was handled with the Consent Agenda.
- 6.192 Introduction of Ordinance #2013-O-41 amending Chapter 20, Article 9, "Sign Ordinance," Appendix C, "West Lake Plaza Local Sign Ordinance," of the Wilmette Village Code was handled with the Consent Agenda.
- 6.193 REMOVE FROM TABLE - Zoning Board of Appeals Report, Case #2013-Z-20, 111 Carriage Way regarding a request for a special use for a roofed accessory structure in excess of 200 square feet and a 4.0' accessory structure separation variation to retain a gazebo in accordance with the plans submitted. The use shall run with the use – TABLE TO AUGUST 27, 2013 REGULAR VILLAGE BOARD MEETING.

The request to table to the August 27, 2013 Regular Village Board meeting was handled with the Consent Agenda.

- 6.194 REMOVE FROM TABLE - Zoning Board of Appeals Report, Case #2013-Z-23, 901 Greenleaf Avenue regarding a request for a 208.58 square foot (2.18%) total floor area variation to permit a one-story addition in accordance with the plans submitted.

Trustee Swanson moved to remove item 6.194 from table, seconded by Trustee Wolf. All voted aye, the motion carried.

Trustee Swanson moved to grant a request for a 208.58 square foot (2.18%) total floor area variation to permit a one-story addition in accordance with the plans submitted, seconded by Trustee Ducommun.

President Bielinski noted that the request received a negative recommendation from the Zoning Board of Appeals and would need five positive votes from the Village Board to overturn their recommendation.

Healy Rice, architect for the project, asked for a continuance to the next meeting to have all members present.

Trustee Swanson moved to table item 6.194 to the August 27, 2013 Regular Village Board meeting, seconded by Trustee Krueger. All voted aye, the motion carried.

## 6.2 FINANCE COMMITTEE REPORT:

- 6.21 Approval of May 2013 Disbursements was handled with the Consent Agenda.
- 6.22 Approval of June 2013 Disbursements was handled with the Consent Agenda.
- 6.23 Presentation of the April 30, 2013 Revenue and Expense Report was handled with the Consent Agenda.
- 6.24 Presentation of the May 31, 2013 Revenue and Expense Report was handled with the Consent Agenda.
- 6.25 Presentation of the April 30, 2013 Cash and Investment Summary was handled with the Consent Agenda.
- 6.26 Presentation of the May 31, 2013 Cash and Investment Summary was handled with the Consent Agenda.
- 6.27 Presentation of the April 30, 2013 Treasurer's Report of Cash Receipts and Disbursements was handled with the Consent Agenda.
- 6.28 Presentation of the May 31, 2013 Treasurer's Report of Cash Receipts and Disbursements was handled with the Consent Agenda.
- 6.29 Presentation of the 2012 Annual Treasurer's Report of Cash Receipts and Disbursements was handled with the Consent Agenda.
- 6.291 Presentation of the 2012 Annual Audit – Referral to Finance Committee was handled with the Consent Agenda.

## 6.3 ADMINISTRATION COMMITTEE REPORT:

- 6.31 Adoption of Resolution #2013-R-27 regarding an amendment to the 2013 Pay and Classification Plan for the position of "Accountant" was handled with the Consent Agenda.
- 6.32 Approval of third amendment to the Real Estate Sale and Developer's Agreement between the Village of Wilmette and Lexington Homes, LLC to

allow for a 60-day extension of the due diligence period was handled with the Consent Agenda.

6.4 MUNICIPAL SERVICES COMMITTEE REPORT:

6.41 Approval of contract in the amount of \$879,663.25 with G & M Cement Construction Company Inc., Addison, IL for the 2013 Alley Reconstruction Program was handled with the Consent Agenda.

6.42 Adoption of Resolution #2013-R-26 in support of the Illinois Transportation Enhancement Program Grant for Forest Avenue Brick Street Restoration was handled with the Consent Agenda.

6.43 Approval of contract in an amount not to exceed \$52,000 with United Septic, Inc., Bristol, IL for catch basin cleaning was handled with the Consent Agenda.

6.44 Approval of contract in the amount of \$95,854 with McCann Industries, Inc., Addison, IL for the purchase of a rubber tired backhoe/loader machine was handled with the Consent Agenda.

6.5 PUBLIC SAFETY COMMITTEE REPORT:

No Report.

6.6 JUDICIARY COMMITTEE REPORT:

6.61 Application of Migo Corporation d/b/a TB Asian Cuisine (339 Ridge Road) for a Class B Liquor License – Referral to Judiciary Committee was handled with the Consent Agenda.

7.0 REPORTS FROM SPECIAL COMMITTEES:

No Reports.

8.0 UNFINISHED BUSINESS:

8.1 Notice of vacancy on the Housing Commission due to the term expiration of Jack Rosenberg was handled with the Consent Agenda.



- 8.2 Notice of vacancy on the Historic Preservation Commission due to the term expiration of James McClure was handled with the Consent Agenda.
- 8.3 Notice of vacancy on the Housing Commission due to the term expiration of Gregory Braun was handled with the Consent Agenda.
- 8.4 Notice of vacancy on the Electrical Commission due to the term expiration of Robert May was handled with the Consent Agenda.
- 8.5 Notice of vacancy on the Historic Preservation Commission due to the resignation of Senta Plunkett was handled with the Consent Agenda.
- 8.6 Notice of vacancy on the Environmental and Energy Commission due to the term expiration of Karen Glennemeier was handled with the Consent Agenda.
- 8.7 Notice of vacancy on the Transportation Commission due to the term expiration of Mark Wagstaff was handled with the Consent Agenda.
- 8.8 Notice of vacancy on the Environmental and Energy Commission due to the term expiration of Debra Favre was handled with the Consent Agenda.
- 8.9 Notice of vacancy on the Environmental and Energy Commission due to the term expiration of Charles Murdock was handled with the Consent Agenda.
- 8.91 Notice of vacancy on the Historic Preservation Commission due to the term expiration of Rich Lytle was handled with the Consent Agenda.
- 9.0 **NEW BUSINESS:**
  - 9.1 Appointment of Bob Surman to the Zoning Board of Appeals from July 23, 2013 to July 23, 2018 was handled with the Consent Agenda.
  - 9.2 Recommendation of reappointment of David Pollak to the Human Relations Commission from September 1, 2013 to September 1, 2014 was handled with the Consent Agenda.
  - 9.3 Recommendation of appointment of Brendan McCarthy to the Transportation Commission from August 27, 2013 to August 27, 2017 was handled with the Consent Agenda.

- 9.4 Recommendation of appointment of Reinhard Schneider to the Transportation Commission from August 27, 2013 to August 27, 2017 was handled with the Consent Agenda.
- 9.5 Recommendation of appointment of William Merci to the Historic Preservation Commission from August 27, 2013 to August 27, 2017 was handled with the Consent Agenda.

10.0 ADJOURNMENT:

Trustee Wolf moved to adjourn the meeting at 7:46 p.m., seconded by Trustee Krueger. All voted aye, the motion carried.

Barbara L. Hirsch  
Deputy Village Clerk