



1200 Wilmette Avenue  
WILMETTE, ILLINOIS 60091-0040

6/23/15

Approved 7/14/15

**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, JUNE 23, 2015.**

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The Village President called the meeting to order at 7:36 p.m.

**1.0 ROLL CALL**

President

Bob Bielinski

Trustees

Daniel E. Sullivan, Jr.

Carol Ducommun

Cameron Krueger

Senta Plunkett

Absent:

Ted McKenna

Julie Wolf

Staff Present:

Timothy J. Frenzer, Village Manager

Michael Braiman, Assistant Village Manager

Michael F. Zimmermann, Corporation Counsel

Barbara Hirsch, Deputy Village Clerk

John Prejzner, Assistant to the Village Manager

John Adler, Director of Community Development

Jorge Cruz, Assistant Director of Engineering

Melinda Molloy, Director of Finance

**2.0 PUBLIC COMMENT**

**3.0 CONSENT AGENDA**

Trustee Ducommun moved approval of the Consent Agenda as follows:

**3.1** Approval of minutes of the Regular Board meeting held June 9, 2015.

**LAND USE COMMITTEE CONSENT AGENDA**

**3.2** Presentation of minutes of the Zoning Board of Appeals meeting held May 20, 2015.

**3.3** Presentation of minutes of the Plan Commission meeting held April 8, 2015.

- 3.4 Presentation of minutes of the Appearance Review Commission meeting held May 4, 2015.
- 3.5 Approval of Temporary Use Permit #2015-TU-10 to allow a construction office trailer for the Wilmette Circle subdivision at 446 Wilmette Circle from May 28, 2015 through May 28, 2016.
- 3.6 Approval of Temporary Use #2015-TU-12 for the St. Joseph Parish Block Party to be held on Saturday, June 27, 2015 from 4 pm to 11 pm at 1747 Lake Avenue.
- 3.7 Plan Commission Report, Case #2015-P-02, 1733 Lake Avenue regarding a request for tentative plat approval of a two-lot subdivision in accordance with the plat submitted.
- 3.8 Zoning Board of Appeals Report, Case #2015-Z-05, 422 – 444 ½ Ridge Road regarding a revised request for a special use to expand an existing special use (townhouses), a 36.32' combined side yard setback variation, a 30.32' combined side yard window well setback variation, 2,652.10 square foot (15.44%) combined side yard impervious surface coverage variation, a 5.17' aisle width variation, a 3.33' aisle width variation, a variation from the requirement that 50% of all parking spaces be enclosed, and a variation to alter an existing non-conforming structure in accordance with the plans submitted; adoption of Ordinance #2015-O-31.
- 3.9 Zoning Board of Appeals Report, Case #2015-Z-19, 2108 Washington Avenue regarding a revised request for a 0.17' combined side yard setback variation, a 4.55' rear yard setback variation, a 1.33' first floor height variation, a 2.15' side yard parking space setback variation, a variation from the requirement that a front-loaded attached garage must be a minimum of 5.0' behind the main front façade of a house, and a variation from the requirement to have two enclosed parking spaces to permit the construction of a new home in accordance with the plans submitted; adoption of Ordinance #2015-O-32.
- 3.10 Zoning Board of Appeals Report, Case #2015-Z-21, 1149 New Trier Court regarding a request for a 2.5' fence height variation and a fence openness variation to permit the replacement of a 6.5' tall solid fence in a side yard adjoining a street in accordance with the plans submitted; adoption of Ordinance #2015-O-33.

#### **FINANCE COMMITTEE CONSENT AGENDA**

- 3.11 Presentation of the May 2015 monthly financial report.

**ADMINISTRATION COMMITTEE CONSENT AGENDA**

- 3.12** Presentation of minutes of the Board of Fire and Police Commissioners meeting held March 9, 2015.
- 3.13** Presentation of minutes of the Board of Fire and Police Commissioners meeting held March 16, 2015.
- 3.14** Presentation of minutes of the Board of Fire and Police Commissioners meeting held March 25, 2015.
- 3.15** Presentation of minutes of the Board of Fire and Police Commissioners meeting held May 20, 2015.
- 3.16** Presentation of minutes of the Board of Fire and Police Commissioners meeting held June 1, 2015.
- 3.17** Appointment of Isaac Gaetz to the Transportation Commission from June 23, 2015 to June 23, 2019.
- 3.18** Recommendation of reappointment of Craig Phillips to the Appearance Review Commission from August 1, 2015 to August 1, 2020.
- 3.19** Recommendation of reappointment of Maria Urban to the Plan Commission from August 1, 2015 to August 1, 2019.
- 3.20** Recommendation of appointment of Jeffrey Head to the Plan Commission from July 14, 2015 to July 14, 2019.
- 3.21** Recommendation of appointment of Pam Davidson to the Board of Fire and Police Commissioners from July 14, 2015 to July 14, 2018.

**MUNICIPAL SERVICES COMMITTEE CONSENT AGENDA**

- 3.22** Adoption of Resolution #2015-R-16 to secure \$544,788.01 of Motor Fuel Tax (MFT) funds from the State of Illinois for the 1992 MFT Street Resurfacing Program.
- 3.23** Adoption of Resolution #2015-R-17 to secure \$9,993.60 of Motor Fuel Tax (MFT) funds from the State of Illinois for the 1995 MFT Street Resurfacing Program.
- 3.24** Adoption of Resolution #2015-R-18 to secure \$15,255.88 of Motor Fuel Tax (MFT) funds from the State of Illinois for the 1996 MFT Street Resurfacing Program.

- 3.25 Adoption of Resolution #2015-R-19 for construction on State Highways.
- 3.26 Approval of contract in the amount of \$901,466 with J. Nardulli Concrete, Inc., Cicero, IL for the 2015 MFT Road Program.
- 3.27 Approval to waive the competitive bidding process and negotiate a contract with A Lamp Concrete Contractors, Schaumburg, IL for the 2015 Alley Reconstruction Program.
- 3.28 Approval of contract in the amount of \$836,561 with A Lamp Concrete Contractors, Schaumburg, IL for the 2015 Alley Reconstruction Program.

Trustee Sullivan seconded the motion. Voting yes: Trustees Sullivan, Ducommun, Krueger, Plunkett, and President Bielinski. Voting no: none. The motion carried.

#### **4.0 REPORTS OF OFFICERS:**

- 4.1 Introduction of Isaac Gaetz who is recommended for appointment to the Transportation Commission.

President Bielinski introduced Isaac Gaetz to the Village Board and recommended his appointment to the Transportation Commission.

- 4.2 Introduction of Pamela Davidson who is recommended for appointment to the Board of Fire and Police Commissioners.

President Bielinski introduced Pamela Davidson to the Village Board and recommended her appointment to the Board of Fire and Police Commissioners.

- 4.3 Announcement of appointment of Gary Kohn as Chair of the Plan Commission.

President Bielinski announced the appointment of Gary Kohn as Chair of the Plan Commission.

- 4.4 Request for an Executive Session to discuss the sale or lease of real estate pursuant to Section 2 (c) (6) and employee compensation and performance pursuant to Section 2 (c)(1) of the Illinois Open Meetings Act.

There were no reports from the Village Manager or Corporation Counsel.

#### **5.0 REPORT OF LIQUOR CONTROL COMMISSIONER:**

No Report.

**6.0 STANDING COMMITTEE REPORTS:****6.1 LAND USE STANDING COMMITTEE REPORT**

All items listed on the Consent Agenda

**6.2 FINANCE STANDING COMMITTEE REPORT****6.21 Presentation of the Fiscal Year 2014 Comprehensive Annual Financial Report.**

Melinda Molloy, Director of Finance, introduced Jamie Wilkey from Lauterbach & Amen, LLP to present an overview of the Fiscal Year 2014 Comprehensive Annual Financial Report.

Ms. Wilkey thanked Ms. Molloy for the coordinated effort of the Finance Department staff during the six months of the audit process. Ms. Wilkey noted that the audit was discussed in detail with the Finance Committee at an earlier meeting and highlighted the key line items of the audit:

- The Village received the Certificate of Achievement for Excellence in Financial Reporting for the December 31, 2013 Audited Financial Statements.
- The Village received an unmodified opinion that is a clean audit opinion which is the highest level they are able to issue.

Trustee Ducommun said the Finance Committee discussed the Financial Report in depth and encouraged residents to review the Management's Discussion and Analysis Letter that will be available on the Village's website tomorrow to learn more about the Village's finances.

President Bielinski asked if there was anything that concerned the auditors at any point in time during the audit.

Ms. Wilkey said there were no issues brought within the Management Letter.

**6.3 ADMINISTRATION STANDING COMMITTEE REPORT**

All items listed on the Consent Agenda

**6.4 MUNICIPAL SERVICES STANDING COMMITTEE REPORT**

All items listed on the Consent Agenda

**6.5 PUBLIC SAFETY STANDING COMMITTEE REPORT**

No Report

**6.6 JUDICIARY STANDING COMMITTEE REPORT**  
No Report

**6.7 REPORTS FROM SPECIAL COMMITTEES**  
No Reports

**7.0 NEW BUSINESS**

No Reports

**8.0 ADJOURNMENT**

Trustee Ducommun moved to adjourn to executive session at 7:51 p.m., to discuss the sale or lease of real estate pursuant to Section 2 (c) (6) and employee compensation and performance pursuant to Section 2 (c)(1) of the Illinois Open Meetings Act, seconded by Trustee Sullivan.

Voting yes: Trustees Sullivan, Ducommun, Krueger, Plunkett and President Bielinski.  
Voting no: none. The motion carried.

The Village Board returned from the Executive Session at 8:51 p.m.

Trustee Plunkett made a motion to adjourn the Village Board meeting at 8:52 p.m., seconded by Trustee Sullivan.

All voted aye, the motion carried.

Barbara L. Hirsch  
Deputy Village Clerk