

**Item #5:**

**Village Trustee Jacob**

**Upcoming HOA Roads & Drainage Workshop - Feb. 29, 2016**

## David Lothspeich

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**To:** Sherry Shlagman  
**Subject:** RE: HOA Road Maintenance Workshop - February 29

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**From:** Sherry Shlagman  
**Sent:** Wednesday, February 17, 2016 3:39 PM  
**Subject:**

Please share this email with the residents of your subdivision.

Attached is the agenda for the Special HOA Road Maintenance Workshop on Monday, February 29. This meeting will be held at the Gewalt Hamilton Offices in Vernon Hills (see map attached).

Sherry Shlagman  
Administrative Assistant  
Village of Long Grove  
O: 847-634-9440  
F: 847-634-9408

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**AGENDA**

**HOA ROAD MAINTENANCE WORKSHOP  
MONDAY, FEBRUARY 29, 2016 AT 7:00 P.M.  
625 FOREST EDGE DRIVE, VERNON HILLS**

**(ENGINEER GEWALT-HAMILTON OFFICES - REFER TO ATTACHED DIRECTIONS)**

1. Overview:
2. Evaluating Roads.
  - a. How long should roads last?
  - b. Annual Inspection.
  - c. Types of Failures - Photographs.
  - d. What impacts the life of the road?
3. Planning for Future Road Repairs.
  - a. Developing a Plan / Sample Plans.
  - b. Budgeting / Reserves.
  - c. Maintenance.
  - d. Best Practices.
  - e. Road Width – Emergency Vehicles.
4. Repair Methods / Estimated Costs.
  - a. Patching.
  - b. Mill & Fill.
  - c. Full depth reclamation.
5. Bidding Methods.
  - a. Sample RFPs.
  - b. Contractors – Top Contractors.
  - c. Engineers.
6. Drainage.

**Contractor Survey – Sample Data Collection items**

	<b>Name</b>	<b>Address</b>	<b>Contact</b>	<b>Phone</b>	<b>Email</b>
Snow Removal & Salt					
Contractors for Road Repairs					
Civil Engineer - Road Repairs					
Landscaping Contractors					
Aquatics - Pond Maintenance					
Street Light Maintenance					
Management Company					



Map data ©2016 Google 2000 ft



## David Lothspeich

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**To:** Sherry Shlagman  
**Subject:** RE: Invitation to HOA Road and Stormwater Maintenance Workshop - February 29

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**From:** Sherry Shlagman  
**Sent:** Monday, February 15, 2016 2:39 PM  
**Subject:** Invitation to HOA Road and Stormwater Maintenance Workshop - February 29

**An invitation to attend the HOA Road & Stormwater Maintenance Workshop was emailed to HOA presidents on January 29th (see letter below). To date, we have not received your response. Please RSVP to Administrative Assistant Sherry Shlagman by the close of business on Friday, February 19th. If you are unable to attend the workshop, you may send an HOA representative.**

Dear Long Grove HOA Presidents,

The Village of Long Grove is inviting all Long Grove HOA's to attend an informational workshop on Monday, February 29th. The purpose of this meeting is to exchange ideas and information to assist HOAs' in your on-going efforts to maintain and manage infrastructure, including: roads and storm water drainage.

Village Trustee Bill Jacob whose Village responsibilities include the oversight of the Village's public roads and who serves as the HOA President for Indian Creek Club, and Village Engineer Michael Shrake (Gewalt-Hamilton & Associates) will present their expertise and insight on various matters including: evaluating pavement condition; planning for future road repairs; paving methods/estimating costs; bidding methods and addressing drainage.

Please RSVP to Administrative Assistant Sherry Shlagman [sshlagman@longgrove.net](mailto:sshlagman@longgrove.net) and save the date. Further details will be provided in the coming weeks in advance of the meeting.

Sincerely,  
David Lothspeich  
Village Manager  
Village of Long Grove  
847-634-9440

Sherry Shlagman  
Administrative Assistant  
Village of Long Grove  
O: 847-634-9440  
F: 847-634-9408

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