

**VILLAGE OF LONG GROVE
MINUTES OF THE VILLAGE BOARD OF LONG GROVE
Tuesday, May 28, 2013 at 7 P.M.
3110 RFD, LONG GROVE, ILLINOIS 60047-9613**

CALL TO ORDER:

At 7:04 P.M. Village President Underwood called the May 28, 2013 Village Board Meeting to Order.

OFFICIALS IN ATTENDANCE:

Village President: Underwood
Trustees: Barry, Lyman, Marshall, Wachs, Yaeger
Village Deputy Clerk: Lothspeich
Also Present: Village Manager Lothspeich, Village Counsel Filippini and Village Engineer Witkowski.

Item: Appointment Of Stanley Borys To The Vacant Village Trustee Position.

Trustee Wachs moved to Approve Stan Borys to the vacant Village Trustee Position until May 2015; seconded by Trustee Marshall.

VOICE VOTE:

All ayes, no nays (Motion carried 5 – 0)

Item: OATH OF OFFICE – NEWLY APPOINTED VILLAGE OFFICIALS.

Village President Underwood administered the Oath of Office to newly appointed Village Trustee Borys.

Item: Pledge Of Allegiance.

President Underwood led the Board and audience in the Pledge.

Item: Homeowner Associations:

Long Grove Woods – Marcia Marshall – No one was present. No action was taken.

White Oaks – David Bendoff - No one was present. No action was taken.

**Item: Visitors' Business: Homeowner Associations: Fields Of Long Grove - Lenore Simmons.
Indian Creek Club - Bill Jacob.**

Fields Of Long Grove HOA President Lenore Simmons introduced herself and requested Village assistance for the possible establishment of a Special Service Area (SSA) to provide the funding necessary to connect to Lake County Sanitary Sewer. Village Manager Lothspeich reported that the Infrastructure Committee was made aware of the request and is supportive of the Village providing assistance to the Fields Of Long Grove contingent upon the Fields paying all costs associated with the project. This project could be handled in the same manner that the Village provided assistance to the Herons Landing Subdivision as they pursued the connection to Lake Michigan Water through Lake County Public Works. If Fields Of Long Grove follows a similar process, the following would occur:

1. The HOA circulates a petition to their residents to gauge the level of support;
2. If a majority of their residents is confirmed, the HOA submits a formal request for the consideration of the Village Board.
3. If the Village Board agrees to consider the request to establish a SSA, the HOA agrees to pay all Village costs (Legal, engineering, bond counsel, etc.) related to the project and submits a \$10,000 escrow that they must replenish on a monthly basis.
4. If the SSA is established, the HOA pursues financing and other necessary approvals to install the project.

Following further discussion it was the consensus of the Village Board for the Infrastructure Committee and Staff to continue to provide assistance to The Fields Of Long Grove for possible consideration by the Village Board as needed.

Indian Creek Club - Bill Jacob. HOA President Bill Jacob introduced himself and relayed the concerns of the Indian Creek HOA Board's and their 140 homeowners perspective on the funding of the public road maintenance. Mr. Jacob noted that

their community had been very fiscally responsible and has continued to build reserves for their roads. He continued by saying it is very disappointing that we will again be asked to pay more in taxes for someone else. The Village is looking to assess a tax mainly to pay for the repair of roads for homeowners that have not had to be responsible for the up keep of their own roads. Mr. Jacob stated that in his opinion the homeowners that are benefiting most from the tax increase should pay a higher tax rate than those that are getting nothing.

Trustee Yaeger inquired as to how much the Indian Creek Residents paid per home for the maintenance of their private roads. Mr. Jacob responded that each home pays the homeowner association dues of \$125 per month. Trustee Wachs stated that the funding gap has occurred over time and has increased dramatically in the past ten years due to rapidly escalating road paving costs. Trustee Wachs summarized the process that the Village Board will be following in the coming months and outlined the various alternatives discussed to date.

Mr. John Chitjian introduced himself as a resident of Marden Estates. Mr. Chitjian noted that their subdivision roads had been falling apart for years and that the condition of their roads have further deteriorated due to the poor roadway drainage. Mr. Chitjian added that the homeowners were not properly maintaining their driveway culverts and that recent home construction traffic has added to the decline of their roads.

Village President Underwood thanked Mr. Jacobs for attending the meeting and expressing his opinions and that the Village Board would consider his comments as they continue to discuss this important issue. Village President Underwood encouraged Mr. Jacobs, Mr. Chitjian and others to remain engaged and part of the discussion.

- **No action was taken.**

Item: Visitors' Business: Lake County Sheriff's Report – Officer Parisi had nothing to report – **No action was taken.**

Item #1: Report Of The May 20, 2013 Architectural Commission (AC) Meeting.

Village Manager Lothspeich reported that the Architectural Commission (AC) recommended approval of all of the following items during their May 20, 2103 meeting.

- A. Signage For Suite D, 3976 Rt. 22, (Building 6), Long Grove Commons, *Dr. Craig Oswald*.
- B. Signage For *Red Mango*, "Building B", 4196 Route 83, The Sunset Grove Development.
- C. Lighting Plan For *Kildeer Countryside School*, 3100 Old McHenry Road, Kildeer District 96.
- D. Signage, Outdoor Dining Area & Storage Building For *Double G's Restaurant*, 4868 IL Rt. 83.

Village Manager Lothspeich noted that the proposed sign for "*Double G's Restaurant*" has the new name of "*PUB 83*". The Ordinance Approving the amendments to The Preserve's PUD to allow the expansion of the parking lot, use of the basement, outdoor dining, etc. was based upon the favorable recommendations by the Plan Commission & Zoning Board Of Appeals and AC of plans that included reference to and signage for "*Double G's Restaurant*" and not "*PUB 83*". Noting this change in name, the Village Board may wish to not accept the approval by the Architectural Commission to further discuss the possible change in use and name. Following discussion, it was the consensus of the Village Board that the business use had not changed from a restaurant and that the name change was not problematic. Accordingly, the Village Board did not have concerns with the approvals of the application by the Architectural Commission. – **No action was required.**

Item #2: Ordinance Approving Amendments To Zoning Code Re: Alternative Energy Devices.

Village President Underwood noted that as directed during the May 14, 2013 Board Meeting, Village Counsel prepared the enclosed draft ordinance that reflects the recommendations made by the PCZBA during their May 3, 2013 meeting.

Trustee Barry moved to Approve an Ordinance Approving Amendments To The Zoning Code Re: Alternative Energy Devices; seconded by Trustee Marshall.

- **ROLL CALL VOTE:**

**Barry – aye; Borys - aye; Lyman - aye; Marshall – aye; Wachs – aye; Yaeger - aye
(Motion carried 6– 0).**

Item #3: Res. Waiving Bids & Approving Contract For Pathway Segments in Stonehaven Subdivision.

Village Trustee Barry obtained the proposed April 18, 2013 proposal in the amount of \$19,998.63 from The Barn Nursery for

the installation of two pathway segments on Long Grove Park District Open Space located within the Stonehaven Subdivision. Trustee Barry reviewed the proposal with the Pathway Committee during their May 18, 2013 meeting and the Pathway Committee recommended approval of the proposal. Although Trustee Barry obtained proposals from several firms, since the request for bids did not follow the formal bidding process, waiver of the bidding process is required.

Trustee Wachs moved to Approve A Resolution Waiving Bids and Awarding A Contract To The Barn Nursery, Inc. For the Installation Of Two Pathway Segments On Long Grove Park District Open Space Located Within The Stonehaven Subdivision For An Amount Not To Exceed \$19,998.63; seconded by Trustee Barry.

ROLL CALL VOTE:

**Barry – aye; Borys - aye; Lyman - aye; Marshall – aye; Wachs – aye; Yaeger - aye
(Motion carried 6– 0).**

Item #4: Resolution Approving A Policy Re: Establishing Community Fund Guidelines.

Village President Underwood noted that the proposed policy includes the guidelines discussed during the May 14, 2013 Board Meeting and reformatted into the enclosed draft policy establishing Community Fund Guidelines.

Trustee Barry moved to Approve A Policy Re: Establishing Community Fund Guidelines; seconded by Trustee Wachs.

ROLL CALL VOTE:

**Barry – aye; Borys - aye; Lyman - aye; Marshall – aye; Wachs – aye; Yaeger - aye
(Motion carried 6– 0).**

Item #5: Village President Underwood.

- A. Vacant Village Clerk, Committee & Commission Appointments** - Village President Underwood noted that the Village Clerk position remained unfilled since there were no candidates for this position in the April election. Village President Underwood stated that she had some very good prospective candidates and asked that the Trustees provide their suggestions for this position – **No action was taken.**
- B. Village Board Goals Setting Workshop - Scheduling.** Village President Underwood noted that based upon the Trustees responses, the "best" date for the Board Workshop Retreat was Tuesday, July 9th. Village President Underwood noted that although she would prefer that all the Trustees be present, it did not appear that this would be possible in the next couple of months and recommended that the Village Board agree upon a date as soon as possible so that the new Board of Trustees has an opportunity to set goals and objectives as soon as possible. Trustee Wachs noted that although he could not attend the July 9th meeting date, he understood the desire to meet sooner than later and did not object to the meeting being held when he was not in attendance. **Following further discussion, the consensus of the Village Board was to hold a Special Board Meeting for the Goals Setting Workshop on Tuesday, July 9th from 2:00 pm until 7:30 pm and moving the Regular Board Meeting on this date back to 8:00 pm.**
- C. Long Grove Business & Community Partners Board (LGBCP) Meeting – May 21, 2013.** Village President Underwood reported that she and Staff represented the Village during the meeting. Newly hired LGBCP Community Development Director Sharon Fine introduced herself to the Village Board. Village President Underwood reported that, among other items, the LGCPB discussed the following items:
- **Monthly Financial Report.** Despite poor weather on Friday, Chocolate Fest revenues were consistent with projections with Gate Entry Fees totaling roughly \$42K (\$40K budgeted) and the event generating a \$34,600 profit (\$35K budgeted) – **No action was taken.**
 - **Special Event Application - Rotary Annual Heritage Run/Walk, Sept 7th.** The LGBCP recommended approval of the event and the Village Board will be considering approval during the June 11, 2013 Board Meeting. Suggestion of requiring the Rotary to provide advance notice to the residents (mailings and signs) a minimum of one week prior to the event. Resident Tobin Fraley suggested that the Rotary consider adding the notation "Cuba Road Closing Announcement" on the outside of the envelope – **No action was taken.**

- **Carnival Rides.** Robert Salerno of *All Around Amusements* presented materials about his offer to provide the possible addition of limited carnival rides and later hours during LGBCP events. LGBCP will be reviewing potential concerns with the Village and the Lake County Sheriff – **No action was taken.**

Item #6: Village Trustee Barry.

- *Pathway Committee Meeting - May 18, 2013.* Trustee Barry reported that he, Trustee Wachs, Pathway Committee Member Cawley, Committee Member Denaro and Village Planner Hogue met on Friday, May 18, 2013 and their recommendations regarding the installation of pathway segments in Stonehaven Subdivision were considered earlier in the meeting and had nothing further to report – **No action was taken.**

Item #7: Village Trustee Borys.

- **Nothing to report. No action was taken.**

Item #8: Village Trustee Lyman.

- **Nothing to report. No action was taken.**

Item #9: Village Trustee Marshall.

- *Downtown Permit Fees Reductions.* Trustee Marshall noted that in response to a permit inquiry by a downtown property owner to replace a portion of the concrete sidewalk in front of their business, he was requesting Village Board direction re: reducing the permit fees for all exterior improvement projects for properties located in the B-1 Historic Business District. The goal is to encourage, or at least not discourage, improvements to the downtown properties. **Following further discussion, the consensus of the Village Board was for Staff to provide specific proposals for amending the Village Code that would limit the reduction of security deposits and building permit fees for exterior projects only with a limited project value for all properties located within the B-1 Historic Business District for further discussion at the following meeting.**

Item #10: Village Trustee Wachs.

- **A. Infrastructure Committee Meetings - Report.** Village Trustee Wachs reported that he and Village Trustee Marshall met with Village Roads Commissioner Small, Village Engineer Witkowski and Village Manager Lothspeich on Thursday, May 16, 2013 and discussed the following items:

- **Road Program Paving Policy.** Trustee Wachs reported that the good news was that based upon increased revenues from new home building permits the Village Budget increased the road paving budget from this historical average of \$400,000 to \$600,000 this year. However, although increased revenues are anticipated to continue this year, the actual road paving costs have increased more than 30% on average during the past ten years. As a result, in order to keep pace with inflation and repave the recommended 3.1 miles of road this year, the road paving budget would need to be upwards of \$2,300,000. With the current level of funding available for funding road maintenance being limited to \$600,000, the Infrastructure Committee discussed establishing a formal Village policy prioritizing the paving/maintenance of public roads as follows:

1. **Traffic.** Roads with highest traffic counts (ADT)/use.
2. **Condition.** Poorest condition first.
3. **Complete Paving.** Paving entire length of road vs. segments. Maximize paving vs. patching.
4. **Regional Equity.** Distribute paving program throughout the Village.

Following further discussion, the consensus of the Village Board was for Staff to prepare a formal road paving policy for consideration for further discussion at the following meeting.

- **2013 Road Paving Program;** Village Trustee Wachs noted that the Village Budget included a total of \$600,000 (\$400K General Fund and \$200K Motor Fuel Tax) for the road paving program this year. Village Trustee Wachs reported that the Infrastructure Committee worked with the Village Engineer to develop an updated list of village roads based upon

the priorities of the draft Road Program Paving Policy discussed previously and is recommending the repaving of all of Old Hicks Road and pavement patching on various others village roads including:

- Indian Creek Road
- Checker Road
- Holly Lane
- North Krueger Road
- Cuba Road
- Mardan area

Trustee Wachs noted that the Infrastructure Committee was requesting direction from the Village Board on whether or not to proceed with this recommended program for the Village Engineer to prepare the necessary bid specs to go out for bids. Upon receipt of the bids, the recommended bid will be presented to the Village Board for consideration.

Following further discussion, the consensus of the Village Board was for the Village Engineer to prepare the necessary bid documents and to go out for bids for the paving program recommended by the Infrastructure Committee.

- Robert Parker Coffin Bridge Repairs and Replacement Options. Village Trustee Wachs reported that the Robert Parker Coffin Bridge was in need of immediate repairs and also was in need of more long-term repairs or replacement. Trustee Wachs outlined various possible options including:
 - Replace in-kind. Rebuild the bridge as it exists today with single-lane traffic. Cost estimated at \$400,000 with 100% of the cost the Village's responsibility.
 - Replace with two-lane traffic. Rebuild the bridge in keeping with the design but with two-lanes of traffic. By replacing with two-lanes, the project would be eligible for 80% federal funding. Cost estimated at \$800,000 with the Village's responsibility of \$140,000 (20%).

Trustee Wachs noted that the Infrastructure Committee has been working with the Village Engineer to review the costs and available options. Trustee Wachs recently met with past Village President Robert Parker Coffin to review the condition of the bridge and Mr. Coffin felt that maintaining the single-lane aspect was critical. Mr. Coffin also suggested that the Village consider giving the bridge a historic designation in hopes that such designation would help with the Village pursuing funding and maintaining the bridge as a single-lane. Trustee Wachs noted that if the Village were to give the bridge historic designation then the Village could pursue other avenues to preserve the bridge rather than replace the bridge. **Following further discussion, the consensus of the Village Board was for the Infrastructure Committee to continue to work with Staff to review the possible options and to provide additional details on the pro's and con's of the Village designating Robert Parker Coffin Bridge as historic.**

- **Item #11: Village Trustee Yaeger.**

- **Nothing to report. No action was taken.**

- **Item #12: Village Manager/Deputy Village Clerk Lothspeich.**

- **Nothing to report. No action was taken.**

- **Item #13: Village Planner Hogue.**

- **Nothing to report. No action was taken.**

- **Item #14: Village Attorney Filippini.**

- **Nothing to report. No action was taken.**

- **Item #15: Approval of Board Meeting Minutes.**

- **Trustee Marshall moved to Approve the May 14, 2013 Board Minutes, as submitted; seconded by Trustee Barry.**

- **VOICE VOTE:**

All ayes, no nays (Motion carried 6- 0)

Item: Executive Session.

At 8:54 P.M., Trustee Marshall moved to go into Executive Session to discuss (1) Executive Session Minutes, (2) Litigation, (3) Personnel, and (4) Acquisition and Disposition of Property; seconded by Trustee Yaeger.

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ROLL CALL VOTE:

Barry – aye; Borys - aye; Lyman - aye; Marshall – aye; Wachs – aye; Yaeger - aye
(Motion carried 6– 0).

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Item: Other Business.

May 14, 2013 Executive Session Board Meeting Minutes. Trustee Marshall moved to Approve the May 14, 2013 Executive Session Minutes, as amended, but not for Public Release; seconded by Trustee Barry.

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VOICE VOTE:

All ayes, no nays (Motion carried 6- 0)

Item: Adjournment.

At 10:55 PM, Trustee Marshall moved to Adjourn; seconded by Trustee Lyman.

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VOICE VOTE:

All ayes, no nays (Motion carried 6- 0)