

Item #12:
Village Manager Lothspeich



3110 RFD, ILLINOIS 60047-9613

CONFIDENTIAL MEMORANDUM

TO: VILLAGE PRESIDENT RODRIGUEZ AND TRUSTEES
FROM: DAVID A. LOTH SPEICH, VILLAGE MANAGER
DATE: FEBRUARY 22, 2013
RE: VILLAGE MANAGER REPORT

This report is provided on behalf of the management team for your review and information. If there is an item of particular interest to you, please let me know and it will be included in the next report.

Upcoming Board Meeting – February 26, 2013.

Item: Pledge Of Allegiance.

Item: Visitors' Business: Homeowner Associations: Creekside - Bobbie O'Reilly.
Eleanora Estates – Richard Eterno.

Status: The enclosed January 22, 2013 invite letters were mailed to HOA Presidents listed above.

Item: Lake County Sheriff's Report.

Status: Placeholder.

Item: Visitors' Business: Raffle License Applications & Waiver Of The Bond Requirement.

Status: *Village Tavern Pig Roast.* The Village Tavern submitted the enclosed Raffle License Application and is requesting waiver of bond requirements for their free Pig Roast Benefitting Veterans on July 28, 2013. *Roll-call motion (money) approving the application from The Village Tavern for a raffle license and waiving the bond requirements to conduct a raffle as part of the free Pig Roast Benefitting Veterans on July 28, 2013.*

Lake County Haven - Sunset Food. The Lake County Haven Inc. submitted the enclosed Raffle License Application and is requesting waiver of bond requirements for their raffle at Sunset Foods on March 10 & 17, 2013. *Roll-call motion (money) approving the application from The Lake County Haven for a raffle license and waiving the bond requirements to conduct a raffle at Sunset Foods on March 10 & 17, 2013.*

Village Code.

(H) *Class H Winetasting, Package Sales, And On Site Consumption:*

Classification: Class H licenses shall authorize, on the premises specified and only between the hours of nine o'clock (9:00) A.M. and nine ~~twelve~~ o'clock ~~(9:00) P.M.~~ (12:00) A.M., the retail sale of wine and craft beer for: a) off site consumption; b) consumption on the premises where sold; and c) wine and craft beer "tasting" on the premises where sold. "tasting" shall comply with the standards set forth for "winetasting" in section 3-2-1 of this chapter.

History.

May 8, 2012. Ordinance 2012-O-17 approved amending the Village Code creating a new Class H Winetasting, Package Sales and On Site Consumption for WineSplash, 132 Old McHenry Road.

May 22, 2012. Ordinance 2012-O-20 approved amending the Village Code to include the sale of Craft Beers as part of the Class H Liquor License category.

Item #2: Ordinance Rededicating A Portion Of Arlington Heights Road.

Status: *Roll-call motion (ordinance) approving An Ordinance Rededicating A Portion Of Arlington Heights Road.*

Budget Implications:

Does Action Require an Expenditure of Funds:

Yes/No

If Yes, Total Cost:

Legal expenses to prepare the dedication ordinance.

If Yes, is this a Budgeted Item:

No.

Item #3: Ord. Approving Amendments To Waud PUD Re: Vacation Of A Portion Of Wildlife Way.

Status: As directed during the February 12, 2012 Board Meeting, Village Counsel Filippini prepared the enclosed draft Ordinance Amending the Special Use Permit And Planned Unit Development For Additional Parking And Vacation Of A Portion Of Wildlife Way For *The Waud Farm Phase 1* Planned Unit Development, Commonly Known As 6700 Wildlife Way, MAT Holdings, Inc.

The enclosed draft ordinance further amends the Waud PUD as follows:

1. Amendment To Village Ordinance 2009-O-03 reference to the site plan and plat of subdivision in Section Four A (page 5).
 - A. Update to reference plans dated "2013" vs. "2008".
 - B. The Site Plan and Plat of Subdivision will need to updated to change the dates and also change the vacation of the ROW for Wildlife Way. *The proposed change would make the first 300 feet, or so, of Wildlife Way Right Of Way as Public and the remainder as Private. Originally we considered making the entire ROW as Public but since there is reference to 40' setbacks from the property line for the expanded parking, keeping this portion of the road as Private would maintain this setback, reduce the extent of amendments required and eliminate concerns of precedent for further reducing the setback requirement. The enclosed "Wildlife Way - Proposed Public Private ROW Split" depicts the proposed location for the split from Public ROW to Private ROW. There is no magic to this proposed location other than it just seemed to make sense since this is just short of where the access to the Mat Holdings building is located and is at the end of the first median.*

2. Amendment To Village Ordinance 2009-O-03 includes reference to specific setbacks for the expanded parking area from the property line in Section Four D (pages 5 & 6). No amendment is required if this portion of the ROW remains Private. If Village Counsel agrees with this approach, it will then be shared with Lake County DOT to be sure that the proposed limited dedication of the Public row sufficiently meets their requirements.
3. Amendment To Village Ordinance 2009-O-03. Reference that Mat Holdings is agreeing to maintain the Public portion of Wildlife Way (no change from what is currently occurring, but this will need to be documented).
4. Updates/Changes to the Site Plan and Plat Of Subdivision.
 - A. Site Plan. - Dates need to be changed from "2008" to "2013".
 - B. Plat Of Subdivision. Updates on the date of the plat and the area depicted as Public ROW and Private ROW. Reference to the owner of the Mat Holdings property agreeing to maintain the Public portion of Wildlife Way will need to be noted on the face of the Plat of Subdivision.

Roll-call motion (ordinance) approving An Ordinance Further Amending The Special Use Permit & Planned Unit Development For Additional Parking And Vacating A Portion Of Wildlife Way For The Waud Farm Phase I PUD, Located At 6700 Wildlife Way.

Budget Implications:

Does Action Require an Expenditure of Funds:

Yes/No

If Yes, Total Cost:

\$ Unknown

If Yes, is this a Budgeted Item:

Yes, legal expenses for the preparation of the approval ordinances. The costs are typically the responsibility of each applicant and are reimbursed through their escrow account. *However, in this instance Staff is proposing that the Village absorb these costs since the original vacation of the ROW inadvertently triggered the need to further amend the ordinance.*

History.

February 10, 2009. Ordinance 2009-O-03 Approved Amending SUP & PUD For Additional Parking & Signage – 6700 Wildlife Way.

January 13, 2009. Village Board directed Village Counsel to prepare the necessary approval ordinance.

December 2, 2008. The PCZBA held a public hearing on December 2, 2008 and recommended approval of the petition.

Item #4: Village President Rodriguez.

Status:

- A. IL Route 53 Extension – Update. Placeholder.
- B. Old Hicks Road & IL Route 53 Improvements - Update. Placeholder.
- C. Board/Commission/Committee Appointments. Placeholder.

Item #5: Village Trustee Barry.

- Status:**
- A. *Pathway Committee Meeting – February 15, 2013.* The Pathway Committee Members Trustee Barry, Trustee Underwood, Member Georgia Cawley and Staff met to discuss the possible projects for funding in the current and upcoming Village Budgets. A brief verbal update will be provided during the upcoming meeting.
- B. *Discussion Of The Draft Village Of Long Grove Fiscal Year 2013/14 Budgets.* The Public Hearing notice was published and the Public Hearing Version of the Draft Budgets (dated February 20, 2013) were posted on the Village's Web Site and posted at the Village Hall. *The Public Hearing Scheduled is scheduled for The March 26, 2013 Village Board Meeting.* Please refer to the third draft version of the Village Budgets that incorporates the following changes based upon the discussion during the February 12, 2013 Board Meeting:

Revenues:

- Misc. Added "Sale of Archer Parking Lot Outlots" \$750K. Included offsetting \$750K transfer to Reserves so as not to artificially inflate the revenues in comparison to prior years and also not to count on this money before it is actually received. Staff understands that the RDA requires either payment of all outstanding Dep III balances (currently \$511K) or the purchase of lots for \$375K each by October 2013.

Expenses:

- Reduced "Emergency Operations" from \$80K to \$50K in recognition of having one year operating reserves and to help offset increased funding for "Pathways", "Office Improvements" and other increases in TIF (see below).

Operations.

- Accounting. Increased from \$22K to \$39K.
- Audit. Reduced from \$40K to 27K.

TIF.

- Increased Archer Municipal Lot from \$2.5K to \$5K.
- Added \$5K to Legal.
- Added \$3.5K to Audit.

*Optional Items.

- O5 & 06 - LGAMC and LGBCP Grants were combined into a single "Community Building Grants" category and the total funding amount was reduced from \$26K to \$25K.
- C3 "Pathways" funding was increased from \$10K to \$25K. As noted above, the "Emergency Operations" funding level was reduced from \$80K to \$50K to help offset this increase.
- C5 Office Improvements funding increased from \$12K to \$15K based upon preliminary bids.

* *Note: Please note that the projects included on the "Optional Items" list is not intended to be a complete list of all possible projects/items. The Village Board always has the option of adding/deleting projects from this list.*

As a reminder, on March 23, 2012 the Village Board approved Ordinance 2012-O-12 "An Ordinance Establishing The Capital Infrastructure Fund". This ordinance (and the fund so created) is not the result of a statutory requirement, was approved to assist the Village Board in its overall budgeting efforts to provide a means for establishing sinking fund, i.e. savings, for infrastructure projects planned for future years.

Item #6: Village Trustee Marshall.

Status: *Historic Preservation Ordinance - Update.*

- *Ad-Hoc Historic Preservation Committee - Consists Of Two Members Of Each Of The Following: Plan Commission & Zoning Board Of Appeals, Architectural Commission; Long Grove Historical Society; Long Grove Business & Community Partners.*

The membership for this ad-hoc committee has been included on the Board Agenda so that this information is very public and in hopes to alleviate any potential concerns re: inclusion. The Chairs for each group (PCZBZ, AC, Historical Society and LGBCP) are being informed of the committee and requesting that they consider being on the committee and/or appoint a member. It is anticipated that this committee to be established in the next week or two and that the first meeting date will be set soon thereafter.

Item #7: Village Trustee Schmitt.

Status: *Waste Management Single Waste Hauler Contract Extension Proposal - Discussion.* As discussed and directed during the February 12, 2013 Board Meeting, Village Trustee Schmitt and Staff met with Solid Waste Agency Of Lake County (SWALCO) Executive Director Walter Willis on February 14, 2013. Trustee Schmitt, Director Willis and Staff will be meeting with Waste Management Representative Michael Brink on Tuesday, February 26th and will provide a report of this meeting during upcoming Board Meeting. *Direction requested as to whether the Village Board is generally agreeable to both these proposed changes or at least providing reasonable pricing levels to minimize the rest of the village residents subsidizing these services.*

Background.

February 8, 2013 Manager Report.

Waste Management submitted the enclosed proposal for the extension of the current contract.

- The original contract with Waste Management from 1999, expiration date January 2002.
- The current contract ("Contract for waste management services - Long Grove - Final Version") was approved in 2004 and extended in 2009 until January 2014.
- Waste Management is proposing to eliminate the Festival Services from the residential rate structure.
- Waste Management is proposing to reduce the type of services available to the residents to minimize the residential rates.
- Recycling carts for all residents are included in the rate structure. WM has indicated that carts would be delivered to all residents and those that did not want to use the cart could let the Village know and Waste Management would pick up the cart (not mandatory).

The proposal has been forwarded to SWALCO requesting their review and recommendations. Direction requested as to whether the Village Board is generally agreeable to both these proposed changes or at least providing reasonable pricing levels to minimize the rest of the village residents subsidizing these services. If the Village Board is agreeable with the pricing strategy, Trustee Schmitt, Trustee Underwood and Staff will continue to review with SWALCO. The next direction requested from the Village Board is whether to pursue an extension of the existing contract or to go out for bids (SWALCO has been asked for their advice).

Item #8: Village Trustee Underwood.

Status: *Placeholder.*

Item #9: Village Trustee Wachs.

Status: Placeholder.

Item #10: Village Trustee Weber.

Status: *Long Grove Business & Community Partners Board Meeting – February 19, 2013.* Trustee Weber represented the Village during the February 19, 2013 LGBCP Annual Meeting. A brief verbal report will be provided during the upcoming Village Board Meeting. Please refer to the enclosed electronic board packet meeting materials.

Item #11: Village Clerk Schultheis.

Status: Placeholder.

Item #12: Village Manager Lothspeich.

Status: Placeholder.

Item #13: Village Planner Hogue.

Status: Placeholder.

Item #14: Village Attorney Filippini.

Status: Village Counsel Filippini **will** be in attendance.

Item #15: Approval of Board Meeting Minutes.

Status: *February 12, 2013 Board Meeting Minutes. Motion approving the February 12, 2013 Board Meeting Minutes (as amended).*

Item: **Executive Session.**

Status: *Roll-call motion to go into Executive Session to discuss: (1) Executive Session Minutes; (2) Litigation and (3) Acquisition & Disposition Of Property.* At the beginning of executive session, attendance and the reasons for being in executive session must be announced.

- 1) Executive Session Meeting Minutes. January 22, 2013.
- 2) Disposition Of Property - Ballybunion Easements - Veteran's Affairs. Please refer to the enclosed letter to Veteran's Affairs regarding a possible option for the vacation of conservancy easements on the Ballybunion property.
- 3) Disposition Of Property – Village Soccer Fields - Ela Soccer continues to express interest. The value of the property and the term of the agreement remains in question.
- 4) Disposition Of Property – Arlington Heights Road.
- 5) Disposition Of Property – Old Hicks Road. In December 2011 IDOT contacted the Village inquiring about possible utilities and other conflicts in the vicinity of IL Route 53 and Old Hicks Road. IDOT subsequently confirmed that the utility locate was being requested in response to traffic signals being funded for installation at this intersection.

After meeting with IDOT Reps in April 2012, Staff reported to the Village Board that the project was proceeding. In following up with IDOT requesting an update, IDOT informed Staff that the project (traffic signals) was not funded and that the scope of the project had been cut back. Village President Rodriguez, Trustee Underwood and Staff are meeting with IDOT officials on Friday, February 8th to discuss the Village's concerns and will provide an update during the February 12th Board Meeting.

- 6) Litigation - Nevel. *The neighboring property owner to the North informed the Village that Nevel is now living in the garage.*
- 7) Litigation - Guarino Property.

Item: **Other Business.**

Status: *February 12, 2013 Executive Session Board Meeting Minutes. Motion approving the February 12 2013 Executive Session Board Meeting Minutes (as amended).*

Item: **Adjournment.**

Status: *Motion adjourning the meeting. Next Regular Meeting, March 12, 2013.*