



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE
Tuesday, January 13, 2015 at 7:03 P.M.
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047-9613**

CALL TO ORDER:

At 7:03 P.M., Village President Underwood called the January 13, 2015 Village Board Meeting to Order.

OFFICIALS IN ATTENDANCE:

Village President:	Underwood
Trustees Present:	Barry, Borys, Lyman, Marshall, Yaeger, Wachs
Trustees Absent:	None
Village Manager:	Lothspeich
Village Clerk:	Locker-Scheer
Village Attorney:	Filippini
Village Planner:	Hogue

Call To Order: Recitation of the Pledge of Allegiance

VISITOR'S BUSINESS

Homeowner Associations: The following homeowner associations were invited to the meeting but did not have a representative in attendance:

- Oak Island – Susanne Maier**
- Salem on the Lake – Susan Klein**
- Sherman's Pine Valley – Lanis Kuyzin**

Lake County Sheriff's Report

Update: Officer Kerik provided an update that staff will be continuing in area. Contract renewal review will begin with Village Manager Lothspeich. Resident said that someone was stealing packages in the Briarcrest subdivision over the holidays. These instances need to be reported to the police when they occur. Police reports are available by request through the records division (not available online).

Resident comments:

Representative from Briarcrest asked whether the village is planning to have meetings with the slate of candidates to encourage voters to get out to vote as well as get to know the candidates. Per Village President Underwood, there is one meeting being hosted by the League of Women voters in March (date has not been set to date). Information will be going out about this meeting. Also suggested to have a bio available on the website about the candidates.

Carol Mangel, La Savanne: There has been great improvement on the maintenance of the horse farm. Thanks to the Village Board for actions toward these improvements.

Swalco has location and electronic recycling changes: Trustee Yaeger said that information is being posted on the Village Board Meeting Minutes
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Swalco website and will be added to the Village Bridge and website.

Item #1: Report of the Architectural Commission (AC) Meeting – December 15, 2014

The Architectural Commission (AC) approved the following signage requests during their meeting:

- A. Signage for *The Grooming Lodge*, 3976 IL Route 22, Long Grove Commons.
- B. Signage for *Coldwell Banker*, 4192 IL Route 83; Building “A”, Sunset Grove.
- C. Signage for *Epilogue*, 130 Old McHenry Road.
- D. Signage for *Clayoven Tandoor* (Formerly Urban Tandoor), 3970 IL Route 22 (Building 8), Long Grove Commons.
- E. Signage for *Clover*, 225 Robert Parker Coffin Road (Mill Pond Shops).
- F. Exterior elevations for House Plans at 3998 RFD, Lot 4 Orchards PUD, Castle Creek Homes.
- G. Modifications to approved elevations for Building #1, 3976 IL Route 2 For *Primrose School*, Long Grove Commons.

Discussion: Village Planner Hogue shared that the Long Grove Architectural Commission (AC) approved all signage with conditional approvals for two, which have been amended and approved. House plan in the Orchards (ranch style): Anti-monotony regulations were met and so this was approved. Additional modifications discussed about changes requested to the Primrose school which will be discussed at the February meeting.

Item #2: Report of the Long Grove Business & Community Partners (LGBCP) Downtown Historic Business District

Discussion: Long Grove Community & Business Partners (LGBCP) President Rachel Perkal was in attendance to share that she is moving on and transitioning her position. This is her final Board meeting. She leaves her Presidency with a legacy of a more professional LGBCP board. Hope that the relationship will continue between the business district and the Village. Sharon Fine shared that attorney has been selected to be on retainer. Management companies interviewed and will be selected soon. Financial Committee is being used. Strategic Planning in progress. Bookkeeper position (part time) is open.

Item #3: Consideration Of Architectural Commission (AC) Appeal For The Senior Living Center With Memory Care And Assisted Living Facilities *Harbor Retirement Associates*, 1190 Old McHenry Road.

Discussion: At the November 11, 2014 Village Board meeting, the Village Board approved the Harborage PUD amendment under the condition of having a following meeting to discuss the landscaping and roofline of the building. This meeting took place with representatives from the Architectural Committee and Trustees Marshall and Lyman. Result: Roofline being elevated in the middle, adding a gable in another area. Plan is to have the revised design submitted in time for the next meeting. Kept them on their original schedule.

Trustee Wachs moved to approve the following regarding the AC Appeal for Harbor Retirement Associate:

- (1) Affirm the recommendation of the Architectural Commission, with modifications;
- (2) Direct Harborage to prepare revised building elevation plans consistent with the recommendation to raise the roofline and make various façade changes for consideration by the Village Board during the upcoming January 27, 2015 Meeting;

seconded by Trustee Marshall.

ROLL CALL VOTE:

Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman - aye; Trustee Borys- aye.

(Motion carried 6 – 0).

Item #4: Report on Infrastructure Projects & Reviews.

- A. Upcoming Village Roundtable Meeting #4 Financial Projections & Policies - *January 20, 2015 @ 7:30 PM.*
- B. Right Of Way (R.O.W.) & Landscape Maintenance Request for Proposals (RFP) – *Update:* Going out for bid (will be reviewed at the 2/10 meeting). *Discussion:* Trustee Yaeger inquired about whether or not there are new maintenance issues that should be included in the bid. If any are known they should be provided to Village Manager Lothspeich.
- C. Village Street Sign Replacement Program.
Estimate from Hi-Viz to replace all private street signs throughout Village – Discussion: Bids submitted and estimate received from firm that installed on public roads. Current budget is near the maximum and this expense would be outside of the budget. Per Village Attorney Filippini, public funds can be spent on private improvements if this is more of a safety issue. Trustee Yaeger expressed that the subdivisions should be notified and authorize this being done in their subdivision. Trustee Borys recommended sending out an inquiry and if there is no response, assume that they do not want the signage. Then, decide whether or not this should be approved. Trustee Lyman expressed that this should be left to the private subdivisions. Some private subdivisions have requested the signage information and are on hold until the decision is made by this Board. Board is split regarding this issue and whether the Village should cover any of these expenses or leave it to the subdivisions. Village public streets and County Roads were previously approved (includes cross streets). After discussion, it was decided not to pursue beyond what had been already approved.
- D. Proposed Draft Five (5) Year Capital Improvement Program (CIP) - *Continued discussion:* Village Manager Lothspeich shared the changes made since last meeting: reduction in estimated expenditures for monies already set aside for projects (e.g., bridge). Trustee Borys had questions on the costs and questioned timing of funding approvals in Capital Improvement plan and incentives provided to businesses. Trustee Yaeger expressed that it is helpful to now have the numbers. Recommends separating the County numbers from the Village numbers. Village Manager Lothspeich will be checking into the extent of the improvements that will be made by the County. Trustee Wachs shared that this will most likely be an issue discussed during election as some feel that what is invested in the Village will come back in increased valuation of business properties. Resident Marcia Forsythe shared that businesses are not looking for improvements on their property, but does hope that the Village will maintain the lighting and walkways on their easements. Resident Michael Sarlitto added that he is interested in more resident communications regarding projects to obtain input from the property owners. Village Manager Lothspeich said that this is a draft, meant as a placeholder, and any known projects should be included or not included so that discussions concentrate on the projects that will go forward. Request for seeing the expenditure amount in 2015 dollars.

Item #5: Consideration of a Resolution approving the 2015 Road Paving Program and authorizing the use of Motor Fuel Tax (MFT) Funds (Res. 2015-R-01).

Discussion: As directed during the December 10, 2014 Village Board Meeting, Village Engineer Gewalt-Hamilton & Associates (GHA) prepared a draft Resolution approving the 2015 Road Paving Program (Option 1B Combined Years) and authorizing the use of Motor Fuel Tax (MFT) Funds. Trustee Wachs feels that this is being rushed as we haven't finalized all of the numbers. Trustee Yaeger feels that this should be submitted to get better pricing. Trustee Borys said that last year there was waiting and as it ended up, not as many roads were repaved as could have been. Trustee Lyman would like to wait the two weeks for the next meeting to see what comes out of next week's workshop. Trustee Marshall and Barry agree to wait two weeks but feel that we need to move shortly after that. Consensus to wait until the next meeting.

Item #6: Village President Underwood.

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Administration & Legislation

- A. Illinois Business Consulting (IBC), University of Illinois - *Evaluation of Historic Downtown Long Grove*. Most of the board members were in attendance at the presentation. A lot of information is in the report. Interested in disseminating to the business owners. Plan is to include the whitepaper and summary for discussion at an upcoming meeting.
- B. Village-wide Opinion Survey – *Update*: The Village of Long Grove worked with Gallup to perform a village-wide Residents survey in 1998. Gallup no longer does this level of work (too small of the job). The Village Board approved \$20,000 in the current budget to have a survey performed this year. The following firms have been contacted requesting a quote to prepare and perform a village-wide survey (approximately 2,300 households).
- National Research Center (NRC). Endorsed by the International City/County Management Association (ICMA).
 - Northern Illinois University (NIU) - *Center For Governmental Studies*. Affiliated with the Illinois City/County Management Association (ILCMA).
 - DePaul University - *Chaddick Institute*.
- Proposals are expected during the week of January 12th. The Village Board is tentatively scheduled to consider approval of a proposal during the upcoming January 28th Meeting. This should be up for vote at the next meeting.
- C. IL Route 53 Extension - *Finance Committee Draft Executive Summary*. *Discussion*: Meeting (eighth or ninth) being conducted next week, at which they will call a vote on the proposed financing plan for the funding gaps for the Highway 53 extension. They are following the Brack report and recommend creation of a stewardship fund and TIF district along the corridor. This vote will be whether or not to move the plan forward. Village President Underwood asked for guidance on how to vote at the meeting. Discussion that there is no need to create another entity/taxing structure when this is in existence. Consensus from the Board to abstain from the vote.

Item #7: Village Trustee Barry.

Finance / Pathways

- A. Treasurer's Report for December 31, 2014 as reported on January 13, 2015.

Trustee Barry moved to approve the Treasurer's Report for December 31, 2014; seconded by Trustee Lyman.

ROLL CALL VOTE:

Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman - aye; Trustee Borys- aye.

(Motion carried 6 – 0).

- B. Actual & Budget Comparisons for the period ending December 31, 2014.
- C. Village Auditor Request For Proposal (RFP) – *Update*: The Village Auditor contract is for a period of three (3) years. The Village most recently went out for RFP in 2007. In 2012 and 2013 the Village Board approved the waiver of bids and one (1) year extensions of the engagement with Baker Tilley due to concerns by Staff and Legal Counsel about needing to maintain the existing auditor in order to get the TIF audit and financials in order (would be particularly difficult to switch at the time). Staff is very satisfied with the professionalism of Baker Tilley and John Rader in particular but the existing agreement expired in 2011 and the Village has been working with John Rader since 2004. It may be that the Village Board chooses to continue to work with Baker Tilley through the RFP process but from an administrative perspective it is important that the Village regularly seek proposals.
- D. 2015/16 Draft Village Budgets. *Call for Budgets. Public Hearing - March 10, 2015 Village*

Board Meeting.

E. Pathways Committee Report.

- i. South Schaeffer Road Pathway Connection to Buffalo Creek Forest Preserve. Coordination with MWRD & Lake County Re: Proposed Changes to Buffalo Creek Forest Preserve – *Update:* Meeting this Friday. South Schaeffer grant received. North Schaeffer grant received.
- ii. Proposal from *Hey & Associates, Inc.* For Preliminary Engineering & route study for a Village Pathway connection between Schaeffer Road and Old McHenry Road (South Side IL Route 53). Hey & Associates will have a representative at the meeting.

Item #8: Village Trustee Borys.

Environmental and Communications

A. Stormwater Policy Re: Intervention for Subdivision/Localized Flooding Issues.

Discussion: County policies prevail over Village policies. Trustee Borys recommends that the Village ordinance be updated, since the County updated their policy more recent to our policies. Questions the effort involved in inspections to identify issues in advance of problems. Village knows of problem areas on private property and Village can make recommendations but have not been able to enforce property owner to act. Comparison made to Buffalo Grove ordinances.

B. Environmental Policy Re: Invasive Species Education & Eradication (e.g. Lake Forest Open Lands Association)

Discussion: Questions about what the Village can do and services that can be offered to residents. Recommends that this information be added to the Village's website or included in the Bridge. Village Planner Hogue shared that the Conservancy and Scenic Corridor Committee has educational information available but dated. Otherwise, Trustee Borys does not recommend investing funds in these initiatives. Trustee Lyman recommends having a meeting with the Lake Forest organization to glean advice on how to get more community involvement. Bilingual literature is available. Village President Underwood will make connections with the Long Grove Garden Club representatives for increased involvement.

Item #9: Village Trustee Lyman.

LGBCP Board & Downtown Board & Economic Development Committee Meetings –

Discussion: Village Trustee Lyman said there was discussion of the role of the LGBCP. Recommends having a matching fund created and include in the upcoming budget

Item #10: Village Trustee Marshall.

Building, Planning & Zoning

Monthly Building Department Report - *December 2014*. Year-end statistics came out: about \$384,000 less than last year. Without the Royal Melbourne incident, the revenues would be even less. Assisted living permits may help in coming year, but not significant. Village Planner Hogue shared the remaining subdivisions with lots, but becoming limited.

Item #11: Village Trustee Wachs.

Public Works

Discussion: No report.

Item #12: Village Trustee Yaeger.

Security and Sustainability

Discussion: SWALCO now has six locations (see earlier discussion).

Item #13: Village Clerk Locker-Scheer.

Village Trustee Candidate Filings

Report: Election petition filing period was held between December 15 through 22, 2014. There are 3

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Trustee positions and 1 Clerk position up for election. We had submissions of 6 Trustee petitions and 1 clerk petition. There were three simultaneous filers; a lottery was held for the ballot placement. The resulting order will be:

Trustee Candidates

1. Charles L. Wachs
2. Stanley Razny
3. Steven Sintetas
4. Bill Jacob
5. Stanley Borys
6. Michael Sarlitto

Clerk Candidate

1. Heidi Locker-Scheer

These petitions apply to the 2015 election being held on Tuesday, April 7, 2015.

Item #14: Village Manager Lothspeich.

Lake County Referendum: In favor of Highway 53: 39%, Opposed to Highway 53: 61%

Item #15: Village Planner Hogue.

No report.

Item #16: Village Attorney Filippini.

Agenda reflects review of Village Regulations & Proposed Amendments Re: Temporary Structures.

Discussion: Reviewed and existing ordinances do include consequences for temporary structures (e.g., trellis structure).

Item #17: Approval of Board Meeting Minutes

December 10, 2014 Regular Board Meeting Minutes – No discussion.

Trustee Marshall moved to approve the December 10, 2014 Executive Board Meeting Minutes as amended; seconded by Trustee Barry.

VOICE VOTE:

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

December 9, 2014 Board Meeting Minutes – Amendment provided by Village President Underwood.

Trustee Marshall moved to approve the December 9, 2014 Executive Board Meeting Minutes as amended; seconded by Trustee Yaeger.

VOICE VOTE:

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

Executive Session

At 9:42 P.M., Trustee Marshall moved to go into Executive Session to discuss (1) Executive Session Minutes; (2) Investments; (3) Personnel; (4) Disposition of Property and Litigation; seconded by Trustee Barry.

ROLL CALL VOTE:

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

Approval of Executive Board Meeting Minutes.

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December 9, 2014 Executive Meeting Minutes – No discussion.

Trustee Marshall moved to approve the December 9, 2014 Executive Board Meeting Minutes as amended; seconded by Trustee Barry.

VOICE VOTE:

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

Adjournment.

At 11:56 P.M., Trustee Barry moved to adjourn the meeting; seconded by Trustee Wachs.

VOICE VOTE:

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