



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE
Tuesday, January 26, 2016 at 7:00 P.M.
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047-9613**

CALL TO ORDER:

At 7:00 P.M., Village President Underwood called the January 26, 2016 Village Board Meeting to Order.

OFFICIALS IN ATTENDANCE:

Village President:	Underwood
Trustees Present:	Borys, Jacob, Lyman (electronic attendance), Marshall, Sarlitto, Yaeger (electronic attendance)
Trustees Absent:	None
Village Manager:	Lothspeich
Village Clerk:	Locker-Scheer
Village Attorney:	Filippini
Village Planner:	Hogue
Village Engineer:	Shrake

Call To Order: Recitation of the Pledge of Allegiance

Item #0: Recognition of Village Trustee Lyman & Trustee Yaeger's Electronic Attendance Notice:

Village Trustees Lyman and Yaeger notified Village Clerk Locker-Scheer that, due to requirements of their employment, they are unable to attend tonight's meeting. They requested permission from the Board to attend the meeting electronically via speakerphone. Board in agreement to allow Trustees Lyman and Yaeger to attend electronically. Trustee Lyman was then called and Trustee Yaeger was conferenced in.

VISITOR'S BUSINESS

Homeowner Associations:

Oak Hills/Oakwood Creek – Ken Krebs / Roberta. *Discussion:* Comment from a neighbor regarding issues with the new bridge; there are two guardrails that require reflectors. Staff will check into the issue. There are concerns about the deterioration of Oakwood Road. There are numerous potholes that continue to get worse. Question regarding when the repavement will occur. Response: Patching needs are planned for summer 2016 and 2019 for major reclamation.

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

Edgewood Pond.

Oak Hills/Rosos Parkway.

Visitors' Business.

Special Event & Temporary Signage Applications:

The Long Grove Business and Community Partners (LGBCP) recommended approval of the following special events and temporary signage during their January 19, 2016 Board Meeting:

Downtown Events (2016):

Chocolate Fest: May 20–22 (LGBCP)

Summer Fest: June 24–26 (LGBCP) (*Formerly Strawberry Fest*)

Apple Fest - Sept. 23-25 (LGBCP)

Discussion: Road closures and operating hours were extended last year to 10:00 pm. Request for this year is to extend end time to 11:00 p.m. Ryan Messner in attendance to answer questions. There were not any complaints regarding the sound at late hours – either through LGBCP nor the Village. On Sunday, planning to close an hour earlier (6:00 p.m.) for teardown. Changing the time to 11:00 p.m. would be an amendment setting a limit on the end time. Trustee Jacob has attended late at night and shared that it is harder to hear as you get away from the band, which is not near residences. Ryan Messner shared that the LGBCP will make a phone number available for people to call in same time complaints if they do occur. Changes are based on desire to attract younger attendees.

Trustee Sarlitto moved to direct Staff to prepare an ordinance amending the Village Code extending the permitted hours for Downtown Special Events from 10:00 PM to 11:00 PM (Midnight) for consideration during the February 9, 2016 Village Board Meeting.; seconded by Trustee Marshall.

ROLL CALL VOTE:

Trustee Jacob - aye; Trustee Yaeger – nay; Trustee Marshall – aye; Trustee Borys- aye; Trustee Lyman - aye; Trustee Sarlitto - aye.
(Motion carried 5 – 1).

Lake County Sheriff's Report

Discussion: Sergeant Scot Kurek in attendance. He spoke with chiefs regarding scheduling a meeting with Village Manager Lothspeich. Sergeant Kurek is moving into administration in Waukegan and will be bringing his replacement with him to the next meeting.

Item #1: Consideration of an Ordinance amending the Village Budget FY 2015-16. (Ord. #2016-O-05).

Discussion: This is an amendment to this year's budget. Trustee Lyman is not in support of using a \$50,000 line item in the budget against Highway 53.

Trustee Jacob moved to approve an ordinance amending the Village Budget FY 2015-16; seconded by Trustee Marshall.

ROLL CALL VOTE:

Trustee Jacob - aye; Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Borys- aye; Trustee Lyman - aye; Trustee Sarlitto - aye.
(Motion carried 6 – 0).

Item #2: Consideration of a Resolution approving and authorizing the execution of a Transferee Assumption Agreement with Harbor Retirement Associates (HRA) Long Grove Associates LLC & Bourne Financial Group (BFG) Long Grove Propco, LLC regarding 1190 Old McHenry Road. (Res.#2016-R-04).

Discussion: Waiting to hear back from HRA. This is being tabled until the February meeting.

Item #3: Village President Underwood.

Administration & Legislation

Village Board Strategic Planning Meeting scheduled for February 27, 2016.

Discussion: Confirmation of the planning session date.

Item #4: Village Trustee Borys.

Finance

A. 2016/17 Draft Village Budgets

Discussion: This is the initial review of the draft budget. The second review will occur at the next meeting on February 9, 2016, after which the Public Hearing version will be set. The Public Hearing is scheduled for March 8, 2016 Village Board Meeting.

Questions:

- Per staff: None of the Trustees turned in any Committee Budgets. Any requests should be emailed to Village Manager Lothspeich.
- Trustee Sarlito: Questioned cost differences for salt. Village Manager Lothspeich shared that we changed vendors to Lake County and had reserves last year. Stockpile not anticipated at the end of this year.
- Trustee Jacob: Timing of estimates for road repairs and impact on pricing.
- Discussion regarding income from fees/permits, e.g., home repairs and commercial development and projections for this year. Shenandoah project is included in this year's budget.
- Snow plow budget: Still too early for a prediction, as one large storm can change the picture.
- Discussion regarding vehicle permit stickers and cost/revenue.
- Discussion regarding bulk permit for mailings versus first class postage for direct mailings to residents. Survey mailing was the responsibility of the contractor.
- Discussion regarding contracted operations, which represents the shared services with Buffalo Grove (e.g., inspections). Considers that this has been extremely effective in getting compliance. Getting more requests from homeowner associations to get assistance regarding compliance.
- Grant writing is a new item in the current budget for more infrastructure-type grants. Trustee Sarlito recommends having some kind of metric in place for measuring the benefit of these activities.
- Long Grove CERT: Trustee Yaeger questioned the amount included for this group. Requesting that additional funding be included based on their needs. Village Manager Lothspeich will reach out to their coordinator to determine needs. Line item: \$2,000 for additional CERT funding.
- Trustee Yaeger asked about communications cost for ConnectTTY. Village Manager Lothspeich shared that in the past year it wasn't used much, however, in the coming year, there is a plan for using community outreach capabilities to get the word out about the Village's strategic plan.
- Highway 53: There is a placeholder for this. Monies could be earmarked on the optional. Questions regarding ability to roll amounts from prior year.
- Village-wide survey: Line item to be stricken for 2016 budget. Village Manager Lothspeich has write-in results from last year's survey committee which will be shared with the Board.
- Village Comp Plan Consultant hasn't been used as much this past year but is involved when there are requests. Additional amount reserved for Village Economic Development Consultant. Trustee Sarlito expressed need for metrics to monitor return on investment for these efforts, or this may be staff augmentation which may be OK.
- Legal expenses reviewed. Amended budget is based on projections to date.
- Water allocation is for the extension of the water main on Old McHenry. Per Village Manager Lothspeich, it is up to the Board to determine where the funding will come from, e.g., TIF, bonds, other. Discussion about options. This amount is for the remaining amount

needed. This is considered an “optional item”. This will be removed from the general budget.

Optional budget: Includes grants and donations.

- Discussion of potential cost of communications to residents, e.g., cost of communications, Town Hall meeting(s), potential for communication expenses, e.g., mailings of status. Trustee Sarlitto recommends request for \$50,000 in budget as a placeholder for covering these events and communications and assessment of impact to Long Grove. Trustee Lyman questioned earmarking monies when the Environmental Impact Statement (EIS) for the IL Route 53/120 project results will not be available in the next two years.
- Long Grove Living: There is a placeholder for this magazine in the optional budget. It was an experiment started the past year. Trustee Yaeger has not received input from residents regarding effectiveness. Audience polled and the majority like the magazine and were familiar with the Village’s page in the magazine. Trustee Borys discussed the magazine as an advertising mechanism. Concerns about paying to include community news in the magazine. Recommends writing the articles for publication. Considerable staff time taken writing the articles.

Audience discussions:

Reed: Likes finding out information regarding the community. Example – updates on Stevenson High School.

Resident: Recommends including more of this type of information in the Bridge.

Mr. Krebs: Questioned why Long Grove isn’t on Facebook. Response: There are limitations because of being a governmental unit. Having an interactive page may be difficult to respond based on governmental unit.

Roberta: Made a decision to no longer receive and made a call to remove from the distribution list.

Trustee Jacob: Recommends using the same articles in both Long Grove Living and the Bridge. Concerns about payment.

Trustee Lyman: Question about how to best reach residents.

Trustee Yaeger: May be beneficial to ask question of residents through open town hall resource. Contract ends May 2016. Consensus of nothing in the budget for magazine but including monies for communications. Comments that the Bridge format is very dry. Line item: “Print communications”. Amount: \$30,000. Interest in having a mailed newsletter to residents.

Ryan Messner: LGBCP is looking at community publicity and may be able to work together with the Village.

- Trustee Jacob: Pathway’s budget request should be added. Line amount: \$50,000.
- Trustee Yaeger: Village Maintenance - Asked about Nicor evaluation of Town Hall Building for drafts, etc. Estimated square footage: 3,000.
- Trustee Jacob: Audiovisual equipment for Village Hall, video conferencing capabilities. Addition of line item for these needs: \$5,000 for 2016/2017 and request staff to investigate future needs. Recommendation of a Smart TV. Trustee Borys shared that Lake Zurich records their town hall meetings and broadcast them on web. Have to have someone to run the equipment. Village Attorney Filippini asked question regarding FOIA laws in providing this content. If record and preserve – State records officer regulates the duration. If requested, it has to be made available, typically through their website or burning of a CD.

B. Village Water Rate Analysis.

Update: Baker Tilly prepared a draft water rate analysis. Changes: Under Lake Michigan water analysis: Auditor had removed pumping entirely in error. Attachments include projected continuing expenses for pumping. Board requested to review the draft.

Item #5: Village Trustee Jacob.

Roads, Bridges & Pathways

Discussion: Village Engineer Shrake provided update that the Village of Long Grove will be bidding with Kildeer. Change that Deer Park will not be bidding as a part of the group but will be presenting their bid on the same day. Kildeer and Long Grove's combined estimate is \$1.3M; Deer Park alone is approximately the same. Advertisement for bids: Submitted through IDOT by Gewalt Hamilton on behalf of the Village of Long Grove. Ad written by Gewalt Hamilton. Discussion about joint versus bundled bids.

Trustee Jacob is proposing a workshop for HOAs that have private roads; how to evaluate roads, budgeting for road repairs, engineers, methods for bidding, etc. Targeting February 24th, 2016. Consensus that this would be a good project to do.

Trustee Jacob is interested in conducting a survey of the private HOAs to request listing of the contractors being used by the various HOAs. Village would then provide the listing as a resource to the HOAs.

Item #6: Village Trustee Lyman.

Economic Development & Environmental Concerns

Discussion: No report.

Item #7: Village Trustee Marshall.

Building, Water & Sewer

Discussion: No report.

Item #8: Village Trustee Sarlitto.

Planning & Zoning

Comprehensive Plan Updates

Report: These plans are conducted every 10-15 years. Contracted Tesca. February 9th is the kickoff of this project. Accepted a bidder that is very familiar with Long Grove. Desire is to get full engagement of the community with adequate representation. Village Planner Hogue has been involved with Tesca. The first sessions will be with the key groups, as well as 24/7 access to residents on web page. Initial group contacted about the 2/9 date last week.

Steering Committee: Geographic outreach, balance of rural, business development, property owner representation. Leadership was not outsourced, only coordination.

Attributes that Board feels are important in the Steering Committee

Size: Approximately 10

Stakeholders: educational, business.

Item #9: Village Trustee Yaeger.

Security, Sustainability & Communications

Solid Waste Agency of Lake County (SWALCO) Board Meeting - January 21, 2016

Report: Attended the meeting last Thursday. Discussion regarding "organic recycling". Some towns are providing a bucket with a cover for organic recycling pickup and removal.

Item #10: Village Clerk Locker-Scheer.

Discussion: No report.

Item #11: Village Manager Lothspeich.

Discussion: Attended the Council of Mayors of Lake County: Contract for turn lane improvements for Old Hicks planned for Q1 and Q3 of 2018. Council voted in favor of FAU funding. Cuba Road and North Krueger on the books for 2017. Percentages changed from 70 to 80% federal, which will save Long Grove approximately \$300,000.

Item #12: Village Planner Hogue.

Discussion: Nothing more than reported above.

Item #13: Village Engineer Shrake.

Discussion: Nothing further.

Item #14: Village Attorney Filippini.

Discussion: No report.

Item #15: Approval of Board Meeting Minutes

January 12, 2016 Board Meeting Minutes – Amendments provided by Village President Underwood and Village Attorney Filippini.

Trustee Jacob moved to approve the January 12, 2016 Board Meeting Minutes as amended; seconded by Trustee Marshall.

VOICE VOTE:

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

Executive Session

At 9:54 P.M., Trustee Sarlitto moved to go into Executive Session to discuss (1) Executive Session Meeting Minutes; (2) Acquisition and Disposition of Property; and (3) Litigation; seconded by Trustee Jacob.

ROLL CALL VOTE:

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

Approval of Executive Board Meeting Minutes.

January 12, 2016 Executive Meeting Minutes – No discussion.

Trustee Jacob moved to approve the January 12, 2016 Executive Board Meeting Minutes as amended; seconded by Trustee Sarlitto.

VOICE VOTE:

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

Adjournment.

At 10:27 P.M., Trustee Sarlitto moved to adjourn the meeting; seconded by Trustee Marshall.