



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE
Tuesday, January 27, 2015 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 27, 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:	Not present

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:

**Edgewood Pond
Oak Hills/Oakwood Creek
Oak Hills/Rosos Parkway.**

Resident comments:

Resident asked about the status of water mains discussed in the Daily Herald. Village President Underwood shared where there are water mains and that there are plans for water mains being extended, tie-in is voluntary, no dates known at present, trying to get the infrastructure in place first.

Resident Razney asked percentage of business to non-retail (was 15% and increased to 20% which was at the request of the LGBCP). Village Manager shared that we are not to the threshold square footage, 85000 square feet. Second floors do not have to be retail. Percentages apply to first floors only.

LGBCP: New officers elected, with several in attendance, including Ryan Messner, new President.

Lake County Sheriff's Report

Update: Village President Underwood shared that there have been at least 3 letters commending officers in the area. Officer Kerik shared that there have not been any major developments in the Long Grove area.

League of Women Voters are sponsoring a Candidates Forum on Monday, 3/9, between the 6 Trustee candidates. This event is open to the public.

Item #1: Ordinance Amending Village Code Re: Stormwater & Drainage Permit Fees

Discussion: With the recent change of Village Engineers, a draft Ordinance was prepared to amend the fee schedule to reflect the rates charged by Gewalt Hamilton & Associates (GHA). GHA was asked to provide a summary of the fee changes. GHA engineer reviewed the red-lined items in the fee schedule.

Trustee Lyman moved to approving an Ordinance amending the Village Code Fee Schedule regarding Stormwater Management Inspection Fees; 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 #2: Resolution Approving Final Building Elevations For Harbor Retirement Associates

Discussion: At the November 11, 2014 meeting, the Village Board approved the Harbor Retirement Associates (HRA) PUD amendment with further review of the Architectural Commission's recommendation. The general consensus of this review included raising the roofline of the proposed facility in order to provide greater definition between different portions of the proposed facility, and to make associated façade changes consistent with the change in roofline, including material change and dormers. During the January 13, 2015 meeting, the Village Board affirmed the recommendation of the Architectural Commission, with modifications, and directed HRA 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 this meeting. HRA provided the partial color elevation with modifications. HRA Representative Jim Richards will be in attendance during the upcoming Meeting to answer questions.

Trustee Wachs moved to approving a Resolution approving final building elevations for Harbor Retirement Associates, 1190 Old McHenry Road; seconded by Trustee Marshall.

VOICE VOTE:

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

Item #3: Resolution waiving bids and approving agreement with NRC for Residents Survey.

Update: Village-wide Opinion Survey: The Village of Long Grove worked with Gallup to perform a village-wide Residents survey in 1998, which was the last time that a resident survey was conducted. The Gallup Poll (phone) survey results were based upon 400 responses, 29.7% households (2000 Census = 6,735). Unfortunately, Gallup no longer does this level of work. The Village Board approved \$20,000 in the current budget to have a similar survey performed this year. The following firms were contacted requesting a quote to prepare and perform the village-wide survey:

- 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*.

Village President Underwood recommended having a committee to lead the task force. Trustees Wachs and Borys selected to work with Village staff to lead this task force, as well as Fred Philips, the Chair of the Planning Commission. Trustee Borys asked about the competitive bidding process conducted versus what is proposed. Village Manager Lothspeich shared that this was a bid that was sent to the specific companies above and not a public RFP solicitation. These firms were recommended by other Managers in the Lake County Managers organization. Discussion about the size of this project and whether or not

this should be put out for competitive bidding. Village Attorney Filippini shared that this “soft-cost” effort isn’t the typical type of project that should be put out to competitive bidding, despite being over the threshold amount. Agreement that the survey specifications need to be specified, including a minimal number of responses, geographical representation, telephone and mail, etc. Development of these specifications will be the responsibility of the Task Force. The students that recently conducted a survey had over 500 responses, so Trustees anticipate that there will be a high percentage of responses from the community.

Trustee Lyman moved to approving a resolution waiving bids and approving an agreement with the National Research Center (NRC) for performing a Resident Opinion Survey for an amount not to exceed \$30,800; seconded by Trustee Wachs.

ROLL CALL VOTE:

**Trustee Yaeger – nay; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman - aye; Trustee Borys- nay.
(Motion carried 4 – 2).**

Item #4: Resolution approving Proposal from BDI for Economic Development Consulting.

Discussion: BDI Director Bridget Lane in attendance. She provided a summary of the Economic Development advisory services proposed and described the type of development recommendations to be included in the deliverables that would be provided for sites specified in the proposal, e.g., Downtown Triangle. Trustee Marshall recommended review of specific parcels for allowed uses for possible zoning changes. Trustee Lyman would like guidance on funding options for proposed initiatives.

Trustee Wachs moved to approve a Resolution approving a Proposal from Business District Inc. (BDI) for Village-wide Economic Development Consulting Services in an amount not to exceed \$36,000 annually; 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).**

Item #5: Resolution approving 2015 Road Paving Program and MFT Authorization.

Continued Consideration: This dates back to December when the request was made by the Board to have a Road Paving Program plan put together. Trustee Wachs asked about budgeted amounts; Village Manager Lothspeich reviewed the budget related to allocated funds. Village Engineer Gewalt-Hamilton & Associates (GHA) prepared a draft resolution for the 2015 Road Paving Program (Option 1B Combined Years) and authorizing the use of Motor Fuel Tax (MFT) funds. Per GHA, there will be a joint bid with Kildeer.

Trustee Borys moved to approve a Resolution approving the 2015 Road Paving Program totaling \$1.57M (\$1.17M General + \$400K MFT) and authorizing the use of Motor Fuel Tax (MFT) funds; 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 #6: Report on Infrastructure Projects and Reviews.

Discussion: Village Roundtable Meeting #4 Financial Projections & Policies - January 20, 2015. Greg Kuhn of Sikich is preparing the meeting summary and Questions and Answers. Village Manager Lothspeich said that once the spreadsheets are verified by external sources involved in these discussions, they will be made available online. Thank you to the residents and members of the Infrastructure Roundtables that attended this evening's meeting.

Item #7: Village President Underwood.

Administration & Legislation

IL Route 53 Extension - *Finance Committee Draft Executive Summary.*

Update: Village President Underwood provided a summary of the meeting (ninth to date) conducted last week, at which they called a vote on the proposed financing plan for the funding gaps for the Highway 53 extension. Consensus from the Board at the last meeting to abstain from the vote. C-MAP is planning to put together an overview which will be shared with the Board once available. Definition of the "Sustainable Transportation Fund" was read from the IL Route 53 Proposal.

Item #8: Village Trustee Barry.

Finance / Pathways

A. Pathways Committee Meeting - January 16, 2015. Trustee Barry provided a report from the meeting, including:

- i. South Schaeffer Road Pathway Connection to Buffalo Creek Forest Preserve. Coordination with MWRD and Lake County regarding proposed changes to Buffalo Creek Forest Preserve. Construction to start this spring.
- ii. Proposal From Hey & Associates, Inc. for preliminary engineering and route study for a Village Pathway Connection between Schaeffer Road and Old McHenry Road (south side IL Route 53). Hey & Associates is preparing a proposal for the preliminary engineering and route study for the planned pathway connection between Schaeffer Road and Old McHenry Road. Engineer is doing a feasibility / route study for a footpath to connect to the business district. Discussion about a walkway with a stoplight across Old 53. Direction to go ahead.
- iii. Treasurer's Report for December 31, 2014 as reported on January 13, 2015.

B. 2015/16 Draft Village Budgets.

Budget Review Calendar: This meeting is the initial Board review of draft Budgets. The second review the draft budgets is scheduled for the upcoming February 10, 2015 Board Meeting. The draft budgets that are developed on February 10, 2015 will be the version made available for the Public Hearing scheduled for March 10, 2015.

Discussion: Review of the income forecasts and projected expenditures. Discussion about how to proceed with the draft estimates for the budget. Swalco revenue removed. Discussion about how the Archer lots be represented in the budget (Tax Increment Financing (TIF) and Resource Description and Access (RDA)). HarborChase income funds to be added as a footnote. Review of salt expenditures and plans for next winter. Recommended addition of a Grant Writer under "Professional Other", with guidance on the types of grants to be pursued. Group with Consulting. Review of Lake Michigan water connection and placeholder for funds (Capital Improvement Funds). Optional items: Remove water main loop; remove IL 53 survey; keep Arts & Building grant; Long Grove Living Magazine space – this would not replace the Village newsletter (could use bullets of information from the Bridge/recent actions, possibility of sponsorship). Pathways additions: Discussion of grants coming in this year \$100,000 this year, ideally having pathways to lead residents to the downtown area (leaving at \$50,000 for now), possibility of pathway to HarborChase from downtown area. Robert Parker Coffin Bridge Repairs: Monies (\$453,000) in Infrastructure fund and a proposed \$80,000 recommended addition. Discussion about Fountain Square walkway plans and Village infrastructure improvements. Brick pricing being reviewed (potential for the cost estimate to be decreased significantly). Concurrence that footbridge to school be included in budget.

Item #9: Village Trustee Borys.
Environmental and Communications
Discussion: No report.

Item #10: 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 #11: Village Trustee Marshall.
Building, Planning & Zoning
Discussion: No report.

Item #12: Village Trustee Wachs.
Public Works
Discussion: No report.

Item #13: Village Trustee Yaeger.
Security and Sustainability
Discussion: Swalco has agreements for smaller amount of recycling collection poundage. There are six locations now, which are included in the Bridge. At this time, it is undecided whether there will be any prescription drug drop-offs; discussions underway to determine a location/date.

Item #14: Village Clerk Locker-Scheer.
Discussion: No report.

Item #15: Village Manager Lothspeich.
Discussion: No report.

Item #16: Village Planner Hogue.
Not in attendance.

Item #17: Village Attorney Filippini.
Discussion: No report.

Item #18: Approval of Board Meeting Minutes
January 13, 2014 Board Meeting Minutes – Amendments provided by Village President Underwood and Trustee Yaeger.

Trustee Marshall moved to approve the January 13, 2014 Board Meeting Minutes as amended; seconded by Trustee Barry.

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

Executive Session

At 10:20 P.M., Trustee Marshall moved to go into Executive Session to discuss (1) Executive Session Meeting Minutes; (2) Acquisition and Disposition of Property (3) Litigation and (4) Personnel Matters; seconded by Trustee Barry.

ROLL CALL VOTE:

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

(Motion carried 5 – 0, 1 abstention).

Approval of Executive Board Meeting Minutes.

January 13, 2015 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)

Motion for Contract.

Trustee Marshall moved to place on the February 10th, 2015 agenda ratification of contract with Long Grove Investments and also directing Village Manager Lothspeich to sign the contract; seconded by Trustee Wachs.

VOICE VOTE:

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

Adjournment.

At 10:54 P.M., Trustee Wachs moved to adjourn the meeting; seconded by Trustee Barry.

VOICE VOTE:

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