



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE  
Tuesday, November 24, 2015 at 7:00 P.M.  
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047-9613**

**CALL TO ORDER:**

At 7:01 P.M., Trustee Marshall called the November 24, 2015 Village Board Meeting to Order.

**OFFICIALS IN ATTENDANCE:**

Village President:	Not in attendance
Trustees Present:	Borys, Jacob, Lyman, Marshall, Sarlitto, Yaeger
Trustees Absent:	None
Village Manager:	Lothspeich
Village Clerk:	Locker-Scheer
Village Attorney:	Filippini
Village Planner:	Not in attendance
Village Engineer:	Geof (in place of Shrake)

**Call To Order: Recitation of the Pledge of Allegiance**

**Trustee Jacob moved to allow Trustee Marshall to lead the meeting in Village President Underwood's absence; seconded by Trustee Sarlitto.**

**VOICE VOTE:**

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

**VISITOR'S BUSINESS**

**Homeowner Associations:**

The following homeowner associations were invited to the meeting but did not have a representative in attendance: **Old McHenry Road** and **Promontory Pointe**.

**Lake County Sheriff's Report**

*Discussion:* All made it through the first snowfall. Slow down and be careful. If assistance is needed. Turkey Trot this Thanksgiving. There are over 4,000 participants expected. Sheriffs will be present to patrol.

**Item #1: Report of the November 16, 2015 Architectural Commission (AC) Meeting.**

Signage for "Village Pizza & BBQ" (formerly Long Grove Cafe), 235 Robert Parker Coffin Road.

*Discussion:* Village Planner Hogue shared discussion by AC regarding Village Pizza signage. AC approved the signage. Trustee Sarlitto attended the meeting and shared that the Commission did a great job validating the signage – look, feel, carving for street signage and signage above entrance. No additional action necessary by Board.

**Item #2: Consideration of an Ordinance amending the Village Code establishing the current number of liquor licenses adding a new Class "A" Tavern Liquor License for Village Pizza & BBQ, At the former Long Grove Cafe Property located at 235 Robert Parker Coffin Road. (Ord. #2015-O-31).**

*Discussion:* With the closing of Long Grove Cafe, the new tenants will be opening a Pizza and BBQ restaurant and submitted an application for a liquor license. Owners are a couple from Michigan that plan to cook homemade pizza. Discussed craft beer. Trustee Sarlitto requested a matrix be created showing the existing liquor licenses.

**Trustee Jacob moved to consider an Ordinance amending the Village Code establishing the current number of liquor licenses adding a new Class "A" Tavern liquor license for Village Pizza & BBQ, at the former Long Grove Cafe Property located at 235 Robert Parker Coffin Road; seconded by Trustee Sarlitto.**

**ROLL CALL VOTE:**

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

**Item #3: Consideration of an Ordinance approving amendment to the Planned Unit Development Subdivision commonly known as “The Long Grove Commons” for an additional drive-through for Dunkin' Donuts, 3980 IL Route 22. (Ord. 2015-O-32).**

*Discussion:* Trustee Sarlitto attended the architectural review meeting. New architectural member was interested in having the signage look like Long Grove. The Board has criteria to follow. Concerns because this is a franchise-type operation.

**Trustee Sarlitto moved to approve an Ordinance approving an Amendment to the Planned Unit Development Subdivision commonly known as “The Long Grove Commons” for an additional drive-through for Dunkin’ Donuts; seconded by Trustee Lyman.**

**ROLL CALL VOTE:**

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

**Item #4: Consideration of an Ordinance terminating the temporary development moratorium on all properties except for the expanded B1 Historic Business District Subarea Planning Area. (Ord. 2015-O-33).**

*Discussion:* Village President shared that this is for Route 83 and Aptakistic properties. Ballybunion property owners aware.

**Trustee Yaeger moved to terminate the temporary Development Moratorium on all properties except for the expanded B1 Historic Business District Sub Planning Area; seconded by Trustee Sarlitto.**

**ROLL CALL VOTE:**

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

**Item #5: Consideration of an Ordinance adopting the amended Lake County Watershed Development Ordinance (WDO) by reference. (Ord. 2015-O-34).**

*Discussion:* Trustee Sarlitto documented a number of comments related to impact of this project and other large projects. This ordinance is meant to make the documentation more readable and compliant. Question about Lake County zones/areas that don't integrate into the plan; impact/no impact and communications between the plans. Discussion about the economic impact to Home Owner Associations. Latest revisions need to be compliant with WDO in order for Village Engineers to continue initiatives. Village Attorney Filipino shared that the state groups are not required to work jointly with a project like the WDO. Interest in looking at the bigger picture due to well/water in the area. Concerns about Highway 53 and the integrated nature of water.

**Trustee Jacob moved to approve an Ordinance adopting the amended Lake County Watershed Development Ordinance by reference; seconded by Trustee Lyman.**

**ROLL CALL VOTE:**

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

**Item #6: Consideration of a proposal from Gewalt-Hamilton Associates regarding Phase I Engineering for Robert Parker Coffin Road Bridge.**

*Discussion:* Costs have gone up and highly sensitive nature of the project. Trustee Jacob reviewed line items and distributed for review by the Board to determine the dollar amount - \$157,000. Long Grove paying approximately 20% and will be reimbursed. Question on other options, e.g., Robert Parker Coffin becoming a one-way road, impact of people having to turn around. Question on architectural renderings – for design relative to the rest of the downtown. Trustee Marshall had provided a drawing in the past. Discussion on the additional amount included for “special nature of project” which is setting aside fees for time at special meetings. Discussion about timeliness of receipt of payment. Have to go through IDOT to receive the federal funds. Discussion that there is the potential for an impact due to the delay in the receipt of the funds. Village Manager Lothspeich shared that we track the full amount. Timing: Phase 1 4 months plus 12 to 18 months. Engineering firm bills as they go, pending dollar amounts being spent at the time. Reimbursed as billed in installments. Need to pay close attention to cash flow over calendar year.

**Trustee Lyman moved to consider a proposal from Gewalt-Hamilton Associates regarding Phase I Engineering for Robert Parker Coffin Road Bridge for an amount not to exceed \$157,131.72 subject to reimbursement; seconded by Trustee Jacob.**

**ROLL CALL VOTE:**

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

**Item #11: Village Trustee Lyman. (Item moved up in the agenda)**

**Economic Development & Economic Concerns.**

LGBCP Board & Downtown Board & Economic Development Committee Meetings

*Discussion:* Cuneo Estate holiday display is for sale and have been in discussions. Vernon Hills has put sale on hold and donated cutouts that are currently in the Village. Goal is to drive traffic. Property owners have provided \$6,500 for decorations to date. Now asking for \$15,000 for purchase of these holiday displays to bring people to town. Ryan Messner shared that there are typically over 20,000 vehicles that drove around the Cuneo estate to see the 131 pieces (some moving). Proposing a walk-based viewing within the town to see the lights and make this a destination during November/December. Planning to convert current lights to LED. Approximately \$1 per bulb to convert. Starting this upcoming

Friday, 80% of the stores will be open until 7:00 p.m. on Friday and Saturday. Long-term goal is to stay open later – until 6:00-7:00 p.m. per night. It will give the shopkeepers the incentive. Considering storage during off season for Stemple or Archer lots in 50 foot container. Looking at volunteers helping to install the lights. If this becomes branded, potentially this would require County assistance for crowd management. Recommendations regarding trademark pieces having something in writing regarding the transfer; discuss the ability to market that this is the Cuneo lighting; discussions about the estimated value (have detailed expenses). Matching grant had been set up in the Long Grove Village budget at \$25,000. To date, the LGBCP has paid \$18,000 and the business owners will still be contributing an additional \$6,500 plus volunteer labor to install. Looking at taking out an insurance policy, will look at having a licensed electrician. By code, the buildings should have external GFI boxes. Recommendation to work jointly with Twin Orchards for use of golf carts and possibly Chicago's Christkindlmarket. The Board discussed and provided direction to Ryan Messner that they are in favor of him proceeding discussions with Vernon Hills. Ownership and liability remains with the Long Grove Village Partners. This is with the understanding that some of the pieces will be shared with other parts of town. Concerns about other storage locations.

**Item #8: Village President Underwood.**

Administration & Legislation

Proposed IL Route 53 Extension - Land Use Committee Meeting, November 12, 2015 - Report.

*Not in attendance.*

*Discussion:* Village Manager Lothspeich voted 'no' as directed. Trustee Lothspeich shared voting pro/con at the two meetings. Land Use Plan was approved. On 11/23, Trustees Sarlitto and Jacob attended the Hawthorn Woods meeting and followed Long Grove in voting against Highway 53. Volo and possibly Wauconda are considering resident meetings to discuss details of Highway 53. With Land Use Plan approved, Lake County is saying that it is now up to the Tollway. A bond issue (\$400M) being planned by the Tollway. Trustee Sarlitto planning to review Village comments to group into topics, e.g., Route 53. He offered to write a summary of the 2015 activities for the January Bridge sent to residents. Discussion about intended uses of land and finance plan and business / lifestyle trends. Village cannot be recommending specific contractors, etc., just a repository of information to share.

**Item #9: Village Trustee Borys.**

Finance

*No report.*

**Item #10: Village Trustee Jacob.**

Roads, Bridges & Pathways

*Discussion:* Cuba Road and Diamond Lake Road are both open, with great timing based on the snow this past weekend. Had a heavy snow during a long period of time. Didn't hear of complaints on snow removal in Long Grove with the exception of four issues with mailboxes due to snow hitting during plowing. Pathway meeting planned for December 9<sup>th</sup>. Planning a workshop for the private HOAs on best practices for road work, including review of standards for new development roads (width, curbs, fire code standards, etc.).

Gewalt-Hamilton Associates Re: Phase I Engineering for Robert Parker Coffin Road Bridge

*Discussion:* Discussed earlier in meeting.

**Item #12: Village Trustee Marshall.**

Building, Water & Sewer

*Discussion:*

Long Grove Park District Grant: Village Manager Lothspeich shared that an application was pulled in the spring to remove fallen trees, restore creek, looking for Village to match their \$5000 Lakeridge obtained a grant on their own. Project would be managed by the Long Grove Park District. Trustee Lyman requested additional transparency from the Park District to understand their financial status. Possible review of financials as a part of

the due diligence.

Grant for Shenandoah in Country Club Estates: Trustee Marshall shared the history that there was a line put in incorrectly and question is to whether or not the Village takes responsibility or assists with a special assessment. When this was created, in the late 1950s at around the same time as Long Grove became a Village, there was no easement and all is on private property. Village Manager Lothspeich shared that the design that is in for funding is a modification to the current design to pull storm sewer out to the street level, will need an easement with manholes on each side. Area has many willow trees; maintenance issue as the area is now not accessible. This has been an issue since 1978. Village has become involved in addition because the flooding impacts the public road. Board and review the percentage of contribution that they will provide to fix this longstanding problem. Issue is what portions are public and private. Trustee Lyman questioned precedence about involvement. Village Attorney said that there could be potential obligations due to precedence. Recommends review of the sections that are in the public rights of way. If aware of a blockage downstream, Long Grove has the right to take care of the issue. Not an entitlement to reimbursement. Trustee Jacob asked whether or not there are other alternatives that are less costly. Discussion about covenants in place in the public subdivision. Board agreed to put this on the next agenda for discussion by the Board and use of a grant and positioning in the fiscal budget. Question is whether there is option to have homeowner participation to go along with the Village and grant contributions, possibly through an SSA.

**Item #13: Village Trustee Sarlitto.**

*Planning & Zoning*

*Comprehensive Plan Consultant Selection - Update.*

*Discussion:* Award made to the winning bidder; kickoff coming up shortly. Having a stakeholder commission put in place. Discussions regarding an art gallery in Long Grove. Purchase of a Long Grove property in discussion. Lots of enthusiasm. Possible meeting in late December. Discussion about outlots at Menards, which will be included in the comprehensive plan.

**Item #14: Village Trustee Yaeger.**

*Security, Sustainability, & Communications*

*Online Civic Engagement - Open Town Hall, Peak Democracy, Inc.*

*Discussion:* Question about feedback regarding Long Grove Living articles. Need to determine whether or not people are reading the articles. New backup server is in place, with more information being cloud-based, providing better access and more protection. Trustee Yaeger has a meeting on December 1<sup>st</sup> with the Planning Board. Now there is data available to share with the residents. No incidents of crime – no health and safety issues.

**Item #15: Village Clerk Locker-Scheer.**

*Discussion:* No report.

**Item #16: Village Manager Lothspeich.**

*Discussion:* No report.

**Item #17: Village Planner Hogue.**

Not in attendance.

**Item #18: Village Engineer Jeff.**

*Discussion:* No report.

**Item #19: Village Counsel Filippini.**

*Discussion:* No report.

**Item #20: Approval of Board Meeting Minutes**

*October 29, 2015 Board Meeting Minutes* – Special meeting with fire department. No amendments. Weights discussed during meeting were provided by the Fire Department.

**Trustee Sarlitto moved to approve the October 29, 2015 Board Meeting Minutes as amended; seconded by Trustee Jacob.**

**VOICE VOTE:**

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

*November 10, 2015 Board Meeting Minutes* – Amendments provided by Trustee Jacob and Village Attorney Filippini.

**Trustee Sarlitto moved to approve the November 10, 2015 Board Meeting Minutes as amended; seconded by Trustee Jacob.**

**VOICE VOTE:**

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

**Executive Session**

At 9:35 PM., Trustee Sarlitto moved to go into Executive Session to discuss (1) Executive Session Meeting Minutes; (2) Acquisition and Disposition of Property; (3) Investments; and (4) Litigation; seconded by Trustee Jacob.

**ROLL CALL VOTE:**

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

**Approval of Executive Board Meeting Minutes.**

*November 10, 2015 Executive Meeting Minutes* – No discussion.

**Trustee Sarlitto moved to approve the November 10, 2015 Executive Board Meeting Minutes; seconded by Trustee Jacob.**

**VOICE VOTE:**

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

**Adjournment.**

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

**VOICE VOTE:**

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