

Village of Riverwoods
Board of Trustees Meeting
May 16, 2023

APPROVED

Present:

Kris Ford, Mayor
Michael Clayton
Andrew Eastmond
Henry Hollander
Rick Jamerson

Absent:

Liliya Dikin
Jeff Smith

Also Present:

Bruce Huvad, Village Attorney
Bruce Dayno, Police Chief
Russ Kraly, Director of Community Services
Carissa Smith, Village Engineer
Katie Bowne, Deputy Village Clerk

The meeting was called to order at 7:30 pm.

Document Approval

Trustee Jamerson moved to approve the minutes of the May 2, 2023 Board of Trustees meeting. Trustee Clayton seconded the motion. The motion passed unanimously on a voice vote.

Approval of Bills

Trustee Jamerson moved to approve the bills. Trustee Clayton seconded the motion. The motion passed by the following vote:

AYES: Clayton, Eastmond, Hollander, Jamerson (4)

NAYS: None (0)

Treasurer and Finance Committee Report

Trustee Clayton shared that the fiscal reports are in the packet. He noted that both the building and police revenues are down. The decreased police revenue may be a bookkeeping issue with regard to the timing of when court fines are recorded. Expenditures under the Road, Bridge and Stormwater have used 64% of the budget but this may be due to snowplowing being attributed to the Road, Bridge and Stormwater Fund rather than the MFT Fund.

First quarter 2023 operating net deficit is \$202,000 versus budget of \$128,000 for the full year. Expectation is that budgeted number for the year is still on track. Trustee Jamerson asked for clarification on the General Fund budget utilized so far. Trustee Clayton will look into the matter. Mayor Ford introduced the finance team: Bill Balling (Interim Finance Director), Hanna Sullivan (Finance Consultant) and Moses Diaz (Financial Analyst). Mayor Ford thanked the finance team for all of their efforts.

Director of Community Services

Russ Kraly reported that two proposed subdivisions will go before the Plan Commission on June 1, 2023.

Attorney's Report

Mr. Huvad noted everything is included in the agenda.

Engineer's Report

Play area is scheduled to be worked on next week. Deerfield water main extension is in the final stage. Saunders Rd. water main bid is taking place on 5/25/23. Hydrant flushing has begun starting with the Thorngate subdivision. Trustee Jamerson requested that signs be placed in front of subdivisions where hydrant flushing is in progress.

Ecologist's Report

No report.

Plan Commission Report

Chairperson Breitkopf stated that the Plan Commission report and recommendations on the Lexington development have been posted. Chairperson Breitkopf expressed that Plan Commissioners were very conflicted about the 5-1 vote in favor of the development. In the end, Commissioners were concerned about what may replace the proposed Lexington development. She conveyed that no Commissioners were in favor of the increased density or barrack like aesthetics. Additionally, Commissioners recommended having 15% of units as affordable housing.

ZBA Report

No report.

Police Report

The police activity is in the packet.

Information Items from the President

Mayor Ford thanked the RPC for a successful Plant Sale and barbecue. She then read a prepared statement.

Riverwoods comes together as a community when an issue is perceived to be an infringement upon one's personal quiet enjoyment of one's own property, or is perceived to impair the identity or character of the Village. Otherwise our meetings are pretty quiet. So it is nice to see a crowd. Right now we have 2 issues, both development issues: the Federal Life property and the Baxter property.

Has the Village done a good job in the past of forward planning? In my opinion, maybe yes and maybe no. But here we are. Will this be another difficult time? Yes. We are looking at two major changes affecting our Village in two different ways. Each require the Board to do its best to understand all the issues, to understand potential outcomes and costs, possible benefits to the Village, and try to guess-out other perhaps unintended consequences.

Many factors are unknown, and the Board must do its best to do what is best for our Village. We all need to remember that this Board and this Mayor live in this Village, too. The Board represents the entire Village regardless of what area we live in. What we do should be focused on what is best for the Village.

There is a lot to be said about finding the way to make any development environmentally sensitive, and possibly making that development a model for integration of new into existing. We also need to be conscious of our actions regarding our municipal neighbors. We are bound to those neighbors in a variety of ways from schools to public services, and those relationships are truly long lasting.

Tonight I'd like to set the path for the review of the proposal for the development of the Federal Life property. Also, on the agenda is the request for the approval of the engagement of a public relations firm for communications assistance as the proposal for development of the Baxter property moves through Deerfield's zoning application process.

Each of these issues is very personal to residents living closest, but also to residents who consider the overall impact to the community. One can envision a range of outcomes, with the preferred outcome perhaps being no change in either case. The issue we must ponder is what does change mean in the longer term? What does inaction or no change mean in the longer term?

As this Board considers both of these issues, they must also be cognizant of the associated risks which can affect all residents.

First, Federal Life. We need a thoughtful and serious plan to receive the Lexington proposal allowing time for the Board to hear and question the presenters, hear all resident questions and to hear from our consultants. Tonight the Board has received the report from the Plan Commission. We have scheduled a special meeting of the Board for May 25 where the only business before the Board will be hearing the Lexington presentation, and possibly begin their questioning. Residents will have the opportunity to voice their concerns after the Board's initial questioning. It is highly unlikely to be a vote at the May 25th meeting, and that meeting may be continued in order to give everyone a chance to speak. The Board will have the opportunity again to question Lexington and to hear from their consultants at a later meeting of the Board.

As this is a very important issue, it is important that all Trustees are present, or have the opportunity to hear and participate, so we will make every effort to assure that the full Board is available at the meetings. Meetings may be the regular Board meetings or other special meetings as necessary and appropriate. The Board also has ongoing business that must be attended to – such as receiving the annual audit and paying the bills.

As for the communications issue regarding the development of the Baxter property, it is important for Thorngate residents to know that the Board does hear you, and is supportive of your efforts. There is a potential for legal action, and so, care must be taken on the part of both the Village and the Thorngate residents. What one party does or says may impact the other. For the benefit of both the Village and the effort on the part of the Thorngate residents, we will be asking for the Board's approval to engage a public relations firm, Kemper/Lesnik, to assist the Village in communications.

These are important issues facing the Village. The Board recognizes the importance and the possible longer term effects on the Village. We also recognize that long after decisions are reached, regardless of what those decisions are, we will need to be and act as a community. So it is respectfully requested that any and all presenters remain civil here in the Boardroom, in public statements and in the use of social media.

*I suggest we all be mindful of a quote attributed to Malcom Forbes:
"Before you say what you think, be sure you have."*

New Business

- a. Approval of the engagement of KemperLesnick for Public Relation and Communication Services, with an Initial Authorization not to exceed \$25,000

Trustee Clayton moved to approve the engagement of KemperLesnick for Public Relation and Communication Services with an Initial Authorization not to exceed \$25,000. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Clayton, Eastmond, Hollander, Jamerson (4)

NAYS: None (0)

- b. Approval of an Ordinance Approving the Granting of Easements to the County of Lake for Sanitary Main Improvements

Lake County is installing new pipe and is asking for a temporary easement at the northeast corner of Saunders and Deerfield Rd. The second easement is a permanent sanitary easement located at 0 Deerfield Rd. in the Thorngate subdivision.

There was discussion about locating service utilities, disruption to the Demonstration Center plantings and the traffic flow impact.

Trustee Jamerson moved to waive first reading. Trustee Clayton seconded the motion. The motion passed unanimously on a voice vote.

Trustee Jamerson moved to approve second reading and adoption of Ordinance 23-05-06 Granting of Easements to the County of Lake for Sanitary Main Improvements. Trustee Clayton seconded the motion.

The motion passed by the following vote:

AYES: Clayton, Eastmond, Hollander, Jamerson (4)

NAYS: None (0)

c. Approval of an Ordinance Concerning the Position and Duties of the Village Clerk

Mr. Huvard explained that the Village Clerk position was changed from an elected position to an appointed position by resolution in 2022. The Ordinance further defines the duties and functions of the Village Clerk as defined by Illinois law. Trustee Jamerson inquired about the compensation of the Village Clerk position which Mayor Ford said will be determined at a later date. Trustee Jamerson moved to waive first reading. Trustee Clayton seconded the motion. The motion passed unanimously on a voice vote.

Trustee Clayton moved to approve second reading and adoption of Ordinance 23-05-07 The Position and Duties of the Village Clerk.

The motion passed by the following vote:

AYES: Clayton, Eastmond, Hollander, Jamerson (4)

NAYS: None (0)

d. Approval of the Appointment of the Village Clerk

Mayor Ford wanted to appoint current Deputy Clerk, Katie Bowne, as the Village Clerk. Mr. Huvard explained that Ms. Bowne has been acting as the Village Clerk for over one year and the appointment is a formality. Trustee Clayton expressed concern over Ms. Bowne's current workload. Trustee Hollander questioned the compensation because two jobs are combined into one and Ms. Bowne was not initially hired in this capacity. Trustee Hollander was in favor of keeping the Village Clerk position separate from the Executive Assistant position. Mr. Huvard explained that many municipalities combine the Village Clerk with another staff position. Mayor Ford agreed with Mr. Huvard that the Village Clerk is not a full time role.

Trustee Clayton moved to approve Katie Bowne as the Village Clerk. Trustee Jamerson seconded the motion.

The motion passed unanimously on a voice vote.

e. Approval of the Extension of the Contract with WRB, LLC for Interim Finance Director Services

Bill Balling gave some background on his consulting services as well as his recruitment efforts for the Finance Director and Director of Community Services position. He is actively seeking candidates and estimates filling both positions in late summer or early fall. Trustee Jamerson questioned whether Mr. Balling's hours will decrease in the next 4-6 months because the monthly expenditure for his services is \$30,000.

The motion passed by the following vote:

AYES: Clayton, Eastmond, Hollander, Jamerson (4)

NAYS: None (0)

Old Business

There was no Old Business.

Visitors Wishing to Address the Board

Clerk Bowne read an email from a Meadowlake resident Henry Matt Bellagamba. The email is below:

I am writing to share that I oppose the Lexington Homes project in totality. I am a Meadowlake resident for over 10 years. I stand in solidarity with all Meadowlake residents who oppose the project for reasons that align with theirs, primarily that as the proposed proposal stands it overwhelmingly favors 2 entities (Current landowner and Lexington Homes) providing them a huge profit windfall all at the expense of many individuals like myself for the simple fact that we will suffer a decrease in our property values. We have been the ones following the rules and paying our taxes. And it feels like we are being ignored and outsiders will benefit from our loss. For that reason I respectfully request that you reject the project in its entirety. I am confident that other individuals and neighbors of mine in Meadowlake will provide other very logical arguments why this project should be rejected by the Trustees. I will leave it up to them and stand in solidarity with them.

Respectfully
Henry Matt Bellagamba
23 Chicory Lane

Meadowlake resident David Oler spoke against the potential Lexington development citing increased density and traffic congestion as just a few of the issues that the project will bring to residents. He has been in contact with a developer who has alternate site plan ideas that more closely align with the residents' wishes.

Meadowlake resident Avinash Vaidya said the reason he moved to Riverwoods many years ago is being destroyed. Mr. Vaidya posed the question to the BOT that if the Lexington development were going up in their backyards, would they support it?

Meadowlake resident Lila McClelland encouraged the BOT to represent the opinions, needs, and wants of the people that voted for them and reject the Lexington proposal in its entirety.

Meadowlake resident Mary Oler spoke against the Lexington development. She feels that the Lexington proposal was a done deal from the beginning and all the residents could ask for were concessions. She said the Lexington representatives promised a fence and dense landscaping but then took it away. The negotiation process has been very frustrating. She encouraged the BOT to approve zoning changes that preserve the uniqueness and wild beauty of Riverwoods, not sell it for projects such as this.

Meadowlake resident Bill Lauth said 80% of Meadowlake residents are opposed to the Lexington development. Mr. Lauth cited seven considerations and requested that the BOT reject the project.

Adjournment

There being no further business to discuss, Trustee Jamerson moved to adjourn the meeting. Trustee Clayton seconded the motion. The motion passed unanimously on a voice vote.

The meeting was adjourned at 9:00 pm.

The next meeting of the Board of Trustees will take place on May 25, 2023 at 7:30 pm. It is a special meeting focused solely on the Lexington proposal. The next regular meeting of the BOT is June 6, 2023 at 7:30 pm.

Respectfully submitted,

Katie Bowne

Village Clerk

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF RIVERWOODS
As of 03/31/2023

	Month Activity		YTD Activity			% Bdgt Used
	03/31/2022	03/31/2023	03/31/2022	03/31/2023	Budget 2023	
Fund: 001 GENERAL						
Account Category: Revenues						
Total Dept 101 - ADMINISTRATION	194,607.54	223,911.09	598,579.63	634,692.97	2,560,750.00	24.79
Total Dept 102 - BUILDING DEPARTMENT	29,594.00	7,606.00	43,504.00	26,660.00	282,500.00	9.44
Total Dept 104 - ROAD & BRIDGE & STORM WATER	1,503.67	0.00	1,991.08	0.00	24,000.00	0.00
Total Dept 106 - WOODLAND MANAGEMENT	1,400.00	325.00	2,100.00	1,073.54	11,000.00	9.76
Total Dept 110 - POLICE	85,095.30	7,443.70	157,400.00	19,468.15	1,321,952.00	1.47
Revenues	312,200.51	239,285.79	803,574.71	681,894.66	4,200,202.00	16.23
Account Category: Expenditures						
Total Dept 101 - ADMINISTRATION	101,371.67	85,962.67	333,429.53	277,963.92	1,251,314.00	8.55
Total Dept 102 - BUILDING DEPARTMENT	14,931.39	19,239.84	53,655.45	69,055.53	464,223.00	14.88
Total Dept 104 - ROAD & BRIDGE & STORM WATER	16,644.79	44,855.77	57,926.93	55,081.41	85,000.00	64.80
Total Dept 105 - DRAINAGE	0.00	0.00	0.00	0.00	2,500.00	0.00
Total Dept 106 - WOODLAND MANAGEMENT	15,673.36	(577.50)	23,227.39	7,684.50	79,150.00	9.71
Total Dept 110 - POLICE	150,255.98	135,273.91	513,233.68	474,355.21	2,446,165.00	19.39
Expenditures	298,877.19	284,754.69	981,472.98	884,140.57	4,328,352.00	13.97
OPERATING NET INCOME (LOSS)	13,323.32	(45,468.90)	(177,898.27)	(202,245.91)	(128,150.00)	
Transfers	3,000,000.00	0.00	3,000,000.00	0.00	2,000,000.00	
NET OF REVENUES & EXPENDITURES:	(2,986,676.68)	(45,468.90)	(3,177,898.27)	(202,245.91)	(2,128,150.00)	
Fund: 104 MFT						
Revenues	48,841.94	12,197.77	75,033.97	38,953.56	203,901.00	19.10
Expenditures	13,294.00	30,710.00	110,428.50	56,645.00	140,000.00	40.46
NET OF REVENUES & EXPENDITURES:	35,547.94	(18,512.23)	(35,394.53)	(17,691.44)	63,901.00	
Fund: 501 CONSOLIDATED WATER FUND						
Revenues	88,513.80	90,842.01	250,186.29	138,439.91	1,131,500.00	12.24
Expenditures	116,082.46	184,169.83	248,673.27	286,491.15	2,099,480.00	13.65
NET OF REVENUES & EXPENDITURES:	(27,568.66)	(93,327.82)	1,513.02	(148,051.24)	(967,980.00)	
Fund: 502 SEWER FUND						
Revenues	58,839.10	66,608.96	147,366.09	144,505.80	467,750.00	30.89
Expenditures	10,775.73	1,475.58	68,123.18	11,588.87	521,765.00	2.22
NET OF REVENUES & EXPENDITURES:	48,063.37	65,133.38	79,242.91	132,916.93	(54,015.00)	
Fund: 505 CAPITAL PROJECT FUND						
Revenues	3,000,000.00		3,000,000.00			
Expenditures	0.00	53,356.00	0.00	53,686.00	1,001,000.00	5.36
NET OF REVENUES & EXPENDITURES:	3,000,000.00	(53,356.00)	3,000,000.00	(53,686.00)	(1,001,000.00)	

CASH BALANCES
As of 03/31/2023

Fund: 001 GENERAL	\$ 3,880,115.83
Fund: 104 MFT	\$ 981,861.62
Fund: 501 CONSOLIDATED WATER FUND	\$ 1,845,904.88
Fund: 502 SEWER FUND	\$ 2,316,969.05
Fund: 503 MILWAUKEE/DEERFIELD TIF	\$ 1,377,060.16
Fund: 504 TIF # 2 - FEDERAL LIFE	\$ (83,936.45)
Fund: 505 CAPITAL PROJECT FUND	\$ 4,729,240.51
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Total	\$ 15,047,215.60



Riverwoods Police Incident Analysis Report Summary by Incident Type 5/16/2023

Activity Through May 11th of Each Year

Incident Type	2023 YTD	This Time 2022 YTD
46 (7503) (Mortorist Assist)	33	39
50 PD (7572) (Crash Property Damage)	23	32
50 PI (7571) (Crash Personal Injury)	10	5
50 Priv Prop (7573) (Crash Private Property)	3	2
911 Hang up (7911)	2	7
Ambulance (7021)	127	85
Animal Problem (7245)	14	23
AQA (7001)	64	82
Armed Robbery (0310)	-	-
Assault (0500)	-	-
Attempt Suicide (7221)	-	-
Battery - Simple (0460)	1	-
Battery (0400)	1	1
Burg - From Motor Veh (0760)	-	-
Burglar Alarm (7082)	110	65
Burglary - Residential (0625)	3	2
Burglary (0600)	1	1
Cell 911 (7912)	-	1
Child Seat Inspect (7042)	1	3
Construction Comp (7078)	1	-
Controlled Substance (2000)	-	-
Credit Card Fraud (1150)	1	1
Crim Damage to Prop (1310)	4	-
Crim Sexual Assault (1563)	-	-
Crim Trespass to Land (1330)	1	-
Crim Trespass to Veh (1360)	-	-
Death Investigation (7231)	1	1
Deceptive Practice (1110)	2	2
Domestic Battery (0486)	-	-
Domestic Trouble (7130)	10	9
DUI (2410)	15	21
Fingerprinting (7039)	6	1
Fire Alarm (0733)	17	12
Fire Call (7024)	17	12
Fireworks Complaints (3001)	1	-
Forgery (1120)	-	-
Found Animal (7246)	-	3
Found Prop. (7156)	2	-
Harassment by Telephone (2825)	1	-
Hold Up Alarm (7083)	10	4
Identity Theft (7198)	2	7
Lock out - Vehicle (7051)	5	5
Lost / Mislaid Prop (7144)	2	5
Missing Person (7178)	1	2
Noise Comp (7078)	5	8
Notification (7049)	8	7
Other Comp (7079)	24	21
Other Investigation (7199)	10	9

Incident Type	2023 YTD	This Time 2022 YTD
Other Trouble (7139)	1	-
Parking Complaint (7522)	2	3
Premise Exam (7041)	698	610
Public Service (7040)	21	13
Roadway Debris (7250)	12	5
Solicitor (7063)	9	1
Suicide (7211)	-	-
Suspicious Auto (7123)	26	22
Suspicious Person (7123)	10	12
Telephone Threat (2820)	-	-
Theft from Motor Veh (0710)	-	2
Theft of Motor Veh (0910)	1	-
Theft Over \$500 (0815)	2	-
Theft Under \$500 (0825)	-	1
Traffic Complaint (7521)	19	19
Turned in Weapon/Ammo (7160)	1	1
Village Ord. Violation (7500)	6	6
Well Being Check (7045)	18	11
Total:	1365	1184
Crime Prevention Notices	245	206
Case Reports	59	75
Traffic Stops	600	652
Number of Citations issued	237	265
Number of Persons Issued Citations	154	179

11 houses are currently on the Vacation Watch list and are checked regularly.