

Village of Riverwoods  
Board of Trustees Meeting  
September 19, 2023

**APPROVED**

Present:

Michael Clayton  
Andrew Eastmond  
Rick Jamerson, Acting Mayor  
Jeff Smith

Absent:

Liliya Dikin  
Kris Ford, Mayor  
Henry Hollander

Also Present:

Bruce Huvad, Village Attorney  
Bruce Dayno, Police Chief  
Stephen Witt, Director of Community Services  
Carissa Smith, Village Engineer  
Bill Balling, Interim Finance Director  
Tony Vasquez, Finance Director  
Vivian Hofeld, Deputy Village Clerk  
Steve Zimmerman, Village Ecologist

The meeting was called to order at 7:30 pm

Document Approval

Trustee Clayton moved to approve the minutes of the September 5, 2023 Board of Trustees meeting. Trustee Smith seconded the motion. The motion passed unanimously on a voice vote as amended.

Treasurer's and Finance Committee Report

Mr. Balling introduced Tony Vasquez as the new Finance Director.

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

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

NAYS: None (0)

## Engineer's Report

Ms. Smith noted the road program has begun and should wrap up in the next few weeks. The sewer lining has been completed. Phase 1 of the Saunders Road program will start mid-October and run through mid-May. The construction schedule will be put into the newsletter. The equipment for the play area should be delivered next week.

## Ecologist's Report

- a. Presentation of landscape design prepared for the police station by Indigo Ecological Design

Mr. Zimmerman introduced Stacy Libra from Indigo Ecological Design. Ms. Libra explained her firm was tasked with coming up with a native landscape design that complements what is at the fire station. They propose adding native plants to the existing planting areas which will cut down on weeds. Ms. Libra proposes removing the plants near the entrance and replacing them with flowering native plantings. The milkweed near the flag pole will also be replaced along with the plantings along the building. The area between the fire station and police station will be replanted with a diverse mix of easy-to-maintain native plantings. The area behind the Village sign will have ornamental plantings. The area on the rear of the station will have shade trees added.

The cost for removing and replacing the plantings as well as reseeding will be about \$25,000.

Trustee Clayton noted the RPC put in a rain garden on the west side of the parking lot a number of years ago. After about 1.5 years, the plantings died due to the salt and construction equipment compacting the soil. He asked if the proposed plantings are salt tolerant and if the compacted soil would impact the plantings. Ms. Libra does not believe the soil would have an impact. Mr. Zimmerman noted the rain garden is the only area where the water drains off and goes into the detention area. He recommended removing the fence around the rain garden so it blends in with the other plantings. Trustee Smith asked if this would have a holistic look. Ms. Libra explained the fire department does not have all native plantings, but this will look ornamental which is similar to the fire department. Trustee Smith asked about how the turf is maintained. Mr. Zimmerman explained the Village has a landscaper that will mow the turf. Trustee Smith asked if the red oak was the best option. Mr. Zimmerman explained red oak is going through the oak decline syndrome and agreed to swap out the red oak for another tree.

Mr. Huvad explained there is no action required tonight. The next step would be to go out to bid.

Plan Commission Chairperson Breitkopf noted milkweed is a very good pollinator. She suggested keeping some of the milkweed. Mr. Zimmerman explained he requested removing them because common milkweed becomes most weed-like and is too tall. He mentioned that his seed mixes include more desirable milkweeds. He noted there is some milkweed in the bioswale. ZBA Chairperson Sherry Graditor asked how resistant the proposed plantings are to deer. Ms. Libra will look into the deer resistance. Trustee Smith suggested removing only some of the milkweed. Mr. Zimmerman explained they could be transplanted, but would not be in the same location. He does not recommend adding the common milkweed due to the weediness.

Trustee Clayton then suggested directing Mr. Zimmerman to prepare the bid document keeping to his recommendations, but swapping out the red oak.

### Plan Commission Report

Plan Commission Chairperson Laurie Breitkopf reported the Plan Commission met on September 7<sup>th</sup> and discussed possible land uses for the Wolters Kluwer site. They will continue the discussion on October 5<sup>th</sup>. Teska Associates has been a great help to the Plan Commission.

### ZBA Report

Zoning Board of Appeals Chairperson Sherry Graditor reported the ZBA has not met.

### Police Report

The police activity is attached to the end of the minutes. Chief Dayno noted on September 14<sup>th</sup>, there was a vehicle crash involving a pedestrian. A 32-year-old male was transported to the emergency room. The vehicle left the scene of the accident. The driver was located and charged with leaving the scene of the accident among other charges.

The fire department responded to flames in a garage and living area on Rose Terrace. They were assisted by several other agencies. Chief Dayno noted rooms with their doors closed had little impact from the fire.

### New Business

Approval of a request for a donation to the Deerfield Parents Network

The Trustees questioned what the donation would be used for. Mr. Vasquez explained this would be used for programs to help parents effectively parent their children. The request has been made annually since 2013. Trustee Clayton has some questions and asked to hold this to the next meeting.

### Old Business

Resolution R-23-09-04 accepting watermain improvements and a watermain easement agreement and releasing a completion bond in the amount of \$100,000 provided by Thorntons LLC

Mr. Huvard noted the watermain on the access road behind Thornton's was extended to allow for a future connection to the Village of Buffalo Grove. The Village asked for the grant of a water main easement which the parties will provide, and a bill of sale conveying the water main to the Village. The bond will be released when the Village receives the executed easement agreement.

Trustee Clayton moved to approve the Resolution accepting the watermain improvements and a watermain easement agreement and releasing the completion bond provided by Thorntons LLC in the amount of \$100,000. Trustee Smith seconded the motion. The motion passed by the following vote:

AYES: Clayton, Eastmond, Jamerson, Smith (4)  
NAYS: None (0)

Visitors wishing to address the Board

Randi Merel from the RPC was contacted about the plethora of plantings that will be impacted by the Deerfield Road construction. She asked if these plants are transplantable and if it could be a community-wide volunteer opportunity. Mr. Zimmerman explained a lot of the plantings are transplantable. The best timing would be mid-April to mid-May. Trustee Jamerson noted the homeowners would have to be contacted. The RPC and Village will work together to determine how to proceed with this volunteer, community event.

Adjournment

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

:

The meeting was adjourned at 8:20 pm

The next regular meeting of the Board of Trustees will take place on October 3, 2023 at 7:30 pm.

Respectfully submitted,

Vivian Hofeld  
Deputy Village Clerk

Transcribed by:  
Jeri Cotton

Attachment:  
Police Report  
Building Report

|

|

<b>Incident Type</b>	<b>2023 YTD</b>	<b>This Time 2022 YTD</b>
Other Trouble (7139)	5	4
Parking Complaint (7522)	11	9
Premise Exam (7041)	997	909
Public Service (7040)	45	31
Roadway Debris (7250)	19	10
Solicitor (7063)	13	4
Suicide (7211)	-	-
Suspicious Auto (7123)	38	42
Suspicious Person (7123)	23	26
Telephone Threat (2820)	-	-
Theft from Motor Veh (0710)	-	2
Theft of Motor Veh (0910)	2	1
Theft Over \$500 (0815)	4	1
Theft Under \$500 (0825)	3	3
Traffic Complaint (7521)	38	37
Turned in Weapon/Ammo (7160)	1	1
Village Ord. Violation (7500)	16	13
Well Being Check (7045)	41	25
<b>Total:</b>	<b>2282</b>	<b>2081</b>
Crime Prevention Notices	391	378
Case Reports	128	143
Traffic Stops	1043	1312
Number of Citations issued	420	517
Number of Persons Issued Citations	277	364

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

**Village of Riverwoods  
Building Permits Issued  
For Date From 08/01/23 to 08/31/23**

<u>Issued</u>	<u>Permit Number</u>	<u>Address</u>	<u>Type</u>	<u>Value</u>	<u>Permit Fee</u>	<u>Plan Review</u>	<u>Inspection</u>	<u>Other Fee</u>	<u>Total Fee</u>
8/1/2023	PB12382	1390 WOODLAND LN	Demolition Primary Structure	67,500.00					
8/2/2023	PB12383	4 BANEERRY LN	Reroof	21,975.00					
8/2/2023	PB12408	975 WHIGAM RD	Reroof	39,793.63					
8/2/2023	PB12409	2440 DUFFY LANE	Reroof	36,166.00					
8/2/2023	PB12410	1726 CLENDENIN LN	Reroof	85,859.83					
8/2/2023	PB12412	8 JULIE LANE	Screen Porch	38,750.00					
8/3/2023	PB12411	2905 DUFFY LANE	Driveway	14,200.00					
8/3/2023	PB12414	2950 RIVERWOODS RD	Walkway	900					
8/3/2023	PB12415	1000 PORTWINE RD	Reroof	31,480.00					
8/4/2023	PB12416	443 CASTLE PINES LN	Reroof	218,989.00					
8/4/2023	PB12417	2376 MASTERS LN	Reroof	21,971.00					
8/4/2023	PB12418	2421 FOREST GLEN TRL	Reroof	33,200.00					
8/4/2023	PB12419	1320 KNOLLWOOD WAY	Driveway	4,240.00					
8/4/2023	PB12420	1345 WOODLAND LN	Reroof	49,285.00					
8/10/2023	PB12304	504 PEBBLE BEACH LN	Deck	18,000.00					
8/10/2023	PB12421	2324 GLEN EAGLES LN	Reroof	22,463.72					
8/10/2023	PB12422	2372 GLEN EAGLES LN	Reroof	27,377.49					
8/10/2023	PB12423	432 CASTLE PINES LN	Reroof	33,099.00					
8/11/2023	PB12424	7 JULIE LN	Reroof	61,090.87					
8/11/2023	PB12425	2364 GLEN EAGLES LANE	Reroof	28,016.55					
8/11/2023	PB12426	1340 WOODLAND LN	Reroof	22,810.00					
8/11/2023	PB12427	1497 EAST COURSE DRIVE	Reroof	42,000.00					
8/11/2023	PB12428	1111 PORTWINE ROAD	Reroof	120,000.00					
8/11/2023	PB12429	2270 CONGRESSIONAL LN	Reroof	25,260.00					
8/11/2023	PB12431	2800 HOFFMAN LANE	Reroof	42,000.00					
8/11/2023	PB12434	1051 SAUNDERS RD	Reroof	28,337.00					
8/14/2023	PB12430	2223 WOODLAND LN	Reroof	24,750.00					
8/14/2023	PB12433	1915 MAPLE PLACE	Reroof	10,000.00					
8/14/2023	PB12438	1321 WOODLAND LN	Driveway & Walkway	21,350.00					
8/14/2023	PB12439	2424 SEMINOLE COURT	Reroof	18,645.00					
8/15/2023	PB12440	1380 WOODLAND LN	Reroof	29,500.00					
8/16/2023	PB12441	655 THORNGATE LANE	Reroof	74,118.56					
8/16/2023	PB12442	1379 KENILWOOD LANE	Reroof	31,210.44					
8/16/2023	PB12443	2715 DAIQUIRI DR	Reroof	98,536.00					
8/17/2023	PB12432	446 SOMERSET HILLS CT	Reroof	152,946.30					
8/17/2023	PB12436	2351 WOODLAND LN	Reroof	23,400.00					
8/17/2023	PB12444	2260 CONGRESSIONAL LANE	Miscellaneous	16275					
8/17/2023	PB12445	1316 WOODLAND LN	Reroof	33,261.83					
8/17/2023	PB12448	1 JULIE LANE	Reroof	37,509.35					
8/18/2023	PB12447	1000 PORTWINE RD	Generator	8,046.62					
8/18/2023	PB12450	1029 OAKHURST LN	Reroof	82,225.00					
8/18/2023	PB23-0024	1359 BLACKHEATH LN	Garage Sale	0					
8/22/2023	PB12453	1104 OAKHURST LN	Reroof	70,000.00					
8/22/2023	PB12455	1 KINGSWOOD COURT	Reroof	39,000.00					
8/23/2023	PB12307	460 MUIRFIELD LN	Irrigation Sprinkler	6,250.00					
8/23/2023	PB12402	1805 TRILLIUM LANE	HVAC Replacement	5,857.00					

8/23/2023	PB12446	560 JUNE BERRY ROAD	Res - Windows/Doors	39,986.00					
8/23/2023	PB12451	1155 WHIGAM ROAD	Driveway & Walkway	12,075.00					
8/23/2023	PB12452	2055 N MILWAUKEE AVE	Wall Sign	8,600.00					
8/23/2023	PB12457	7 BURR OAK TRL	Res Remodel	17,500.00					
8/23/2023	PB12458	2321 LEGENDS CT	Reroof	32,000.00					
8/23/2023	PB12460	2891 RIVERWOODS RD	Reroof	55,649.30					
8/23/2023	PB12461	2730 EDGEWOOD LN	Reroof	54,538.98					
8/23/2023	PB12462	665 MASTERS LN	Reroof	27,955.19					
8/24/2023	PB12413	2251 CONGRESSIONAL LN	Reroof	35,000.00					
8/24/2023	PB12456	1155 WHIGAM ROAD	Reroof	27,185.23					
8/24/2023	PB12459	1700 ROBINWOOD LN	Reroof	48,000.00					
8/24/2023	PB12463	1326 KNOLLWOOD WAY	Reroof	38,325.00					
8/24/2023	PB12466	2700 CRESTWOOD LN	Reroof	16,000.00					
8/24/2023	PB12467	2316 BRAE BURN DRIVE	Reroof	187,000.00					
8/24/2023	PB12468	1 FOXTAIL CT	Reroof	48,000.00					
8/24/2023	PB12469	2830 BLACKTHORN RD	Reroof	45,000.00					
8/24/2023	PB12470	475 SOMERSET HILLS CT	Reroof	88,500.00					
8/24/2023	PB12471	845 BLACKHAWK LN	Driveway	13,500.00					
8/24/2023	PB12473	1400 WOODLAND LANE	Reroof	148,895.53					
8/24/2023	PB12474	1781 SAUNDERS RD	Reroof	34,460.00					
8/29/2023	PB12449	9 CHICORY LN	Reroof	40,950.00					
8/29/2023	PB12472	2420 RIVERWOODS RD	Reroof	57,441.20					
8/30/2023	PB12454	1127 MILWAUKEE AVE	Com Remodel	100,000.00					
8/30/2023	PB12475	2314 GLEN EAGLES LANE	Reroof	18,100.00					
8/30/2023	PB12476	885 HOFFMAN LN	Reroof	54,000.00					
8/30/2023	PB12478	656 MASTERS LANE	Reroof	16,182.00					
8/30/2023	PB12479	1792 CLENDENIN LN	Reroof	41,000.00					
8/30/2023	PB12481	2323 GLEN EAGLES LN	Reroof	21,382.09					
8/30/2023	PB12482	2050 CLENDENIN LANE	Reroof	52,983.10					
8/30/2023	PB12483	1320 KNOLLWOOD WAY	Reroof	16,576.00					
8/30/2023	PB12484	3 WOODLAND CT	Reroof	15,759.00					
8/31/2023	PB12437	2001 MILWAUKEE AVE	Com Remodel	85,000.00					
8/31/2023	PB12477	2639 FOREST GLEN TRL	Reroof	10,898.80					
8/31/2023	PB12486	1300 WOODLAND LN	Reroof	43,895.00					
8/31/2023	PB12487	430 MUIRFIELD LANE	Reroof	6,130.00					
8/31/2023	PB12488	2486 W COURSE DR	Reroof	50,562.00					
8/31/2023	PB12489	1365 KENILWOOD LN	Reroof	55,000.00					
8/31/2023	PB12490	1385 KENILWOOD LN	Reroof	153,523.90					
8/31/2023	PB12491	2343 GLEN EAGLES LANE	Reroof	27,998.90					
8/31/2023	PB12492	700 BAY HILL COURT	Reroof	24,300.00					
8/31/2023	PB12493	1336 KENILWOOD LN	Reroof	18,500.00					
8/31/2023	PB12494	6 COLUMBINE LN	Reroof	108,542.15					

<b>Total Permits</b>	<b>88</b>	<b>\$3,914,519.56</b>	<b>\$15,465.00</b>	<b>\$11,279.00</b>	<b>\$14,880.00</b>	<b>\$0.00</b>	<b>\$41,624.00</b>
Aug. 2022	27	\$602,230.00	\$11,360.73	\$5,074.00	\$0.00	\$0.00	\$16,434.73
YTD 2021	232	\$5,949,215.70	\$75,110.98	\$34,380.00	\$0.00	\$0.00	\$109,490.98
YTD 2022	187	\$10,779,477.80	\$134,695.35	\$94,455.00	\$0.00	\$0.00	\$229,150.35
YTD 2023	381	\$14,229,656.94	\$68,228.11	\$40,555.00	\$62,503.75	\$0.00	\$171,286.86
<b>Inspections</b>	<b>114</b>						