

Village of Riverwoods
Board of Trustees Meeting
February 20, 2024
Approved

Present:

Kris Ford, Mayor
Michael Clayton
Liliya Dikin
Andrew Eastmond
Henry Hollander
Rick Jamerson
Jeff Smith

Absent:

Also Present:

Bruce Huvad, Village Attorney
Sergeant Kirby, Police Department
Stephen Witt, Director of Community Services

The meeting was called to order at 7:30 pm

Document Approval

Trustee Jamerson moved to approve the minutes of the February 6, 2024 Board of Trustees meeting. Trustee Dikin seconded the motion. Trustee Dikin asked to reword a portion of page six. The motion passed unanimously on a voice vote as amended.

Finance Director's Report

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

AYES: Clayton, Dikin, Eastmond, Jamerson, Hollander, Smith (6)

NAYS: None (0)

Presentation of 4th quarter financial results

Trustee Clayton reported on the 2023 unaudited results. General Fund highlights were: revenues were 12 percent over budget: expenses were 5 percent over budget due to engineering and other professional services cost; net operating results were just over \$207,000 compared to a budgeted deficit of \$128,100. Trustee Clayton noted the largest portion of the General Fund budget was the Police Department where results were right on budget.

Trustee Clayton reviewed the highlights of the unaudited results for the MFT Fund, the Water Fund, the Sewer Fund and the Capital Project Fund noting that revenues for the Water and Sewer Funds were within budget, but expenses were well under budget due to delayed capital improvement projects. The Finance Committee will be undertaking a more complete review of the Water Fund.

Director of Community Services Report

Mr. Witt reported the reinstatement of Administrative Court. The Court heard three cases last Thursday. The cases were related to home occupations and a vacant property. While some fines were assessed, importantly, the Village gained compliance which is its primary purpose.

Additionally, Mr. Witt noted GHA has sent out proposal requests for uninterrupted power supply systems at three of the lift stations, and the Building Department will be meeting with Verisk (ISO) for the evaluation of the Village's building code enforcement system.

January was Radon Awareness Month. Village Hall was tested and results were well within the recommended safe levels. Mr. Witt recommended everyone get their homes tested.

Village Attorney Report

Mr. Huvard reported the Village has not received any information from Discover about their possible acquisition by Capital One. Discussion included the current work by the Plan Commission regarding Planned Unit Developments, research regarding the tax contribution by Discover to the Village, suggestion to engage our Congressman, and strategic planning for other potential property changes.

Plan Commission Report

Plan Commission Chairperson Laurie Breitkopf the Plan Commission will continue its work on the review of the current Planned Unit Development requirements and a proposed new ordinance.

Zoning Board of Appeals Report

ZBA Chairperson Sherry Graditor reported the ZBA did not meet.

Police Report

Sergeant Kirby reported the department received their Axon body-worn cameras to be in compliance with the Illinois SAFE-T Act. The officers will need to go through a training and expect to have the cameras up and running soon.

Information Items from the President

Report of the Water Infrastructure Committee

Mayor Ford summarized the history of the work of the Committee as presented in the report. At this point, the Committee is recommending a delay in moving forward with any further work on the

extension of water mains to the unserved areas of the Village. The primary reasoning behind the decision to delay is primarily financial. The Water Fund, charged with the maintenance of the current water main system, may need rate adjustments to be self-sustaining. Until financial support for ongoing capital needs is better implemented, the Water Fund should not be considered available to support sharing in further construction. The Committee further recommend the Board communicate with the property owners in the affected areas regarding the delay. If individual areas wish to form their own SSAs for the purpose of extending water mains, the Village would be open to assisting in their effort.

Trustee Hollander questioned whether or not the construction of deep wells for contiguous properties would be an alternative to SSA formation to extend municipal water mains. Mr. Witt expressed concern about distribution from a single well to multiple properties. He believes construction expense of the distribution piping would be similar and the location of the well would present ownership issues.

New Business

Approval of a Donation to the Deerfield Parents Network and the DPN After Prom Party Event for \$2000

Jessica Burger, head chair of the DPN After Party and Jen Pantikas, co-Chair of DPN, explained how DPN and After Party are related. They are asking for a single donation despite the fact that the two initiatives are separate. Ms. Burger explained DPN is an independent parent-run organization. The After Party falls under DPN but is run separately each having a dedicated bank account. Ms. Pantikas explained DPN sponsors community programming for the parents and guardians of middle and high school students. The funding comes from feeder school PTOs and municipalities. Ms. Burger explained the DPN After Party was born out of a tragedy that occurred 17 years ago during Homecoming. DPN After Party hosts students from 11:45 – 2:45 at the Sachs Center. They entertain 350-400 students (90% of DHS seniors) with a number of activities. They rely completely on donations and raise money for the following year.

After questions regarding the participation of other municipalities, Trustee Jamerson moved to approve the donation to DPN and DPN After Prom in the amount of \$2000. Trustee Clayton seconded the motion. The motion passed by the following vote:

AYES: Clayton, Dikin, Eastmond, Jamerson, Hollander, Smith (6)

NAYS: None (0)

Discussion Regarding a Sustainability and Climate Change Action Plan

Trustee Eastmond explained the RPC has requested that the Village develop a sustainability and climate action plan, and become a signatory to the Greenest Region Compact which has been signed by other municipalities.

Laurie Breitkopf and Julie Varvaro from the RPC requested the Village Board's support for the RPC's creation of a working group to research and develop a draft sustainability and climate action plan to be presented to the Board for approval. The committee could include Trustees, Village residents and students. They would produce a plan for Board approval along with a supporting Resolution.

During the discussion, the Trustees were supportive of the formation of a committee, believe that the Village would benefit by such a report noting the general ability of the Village to execute certain strategies and the time frame over which certain strategies might be accomplished, and believe that this effort is consistent with Village practices. The Village Attorney was requested to review the sample Resolution and bring it to the Board for adoption.

Discussion also focused on the practical aspects of the work, mainly research and drafting due to the size of the project and lack of available Village Hall staff to support the effort. Ms Breitkopf and Ms Vavaro stated the work would be done by the RPC. Mayor Ford indicated that when the plan is presented to the Board by the RPC, the Board could then choose to form a committee of the Board to further the work, and if needed, develop a budget for supporting the work. To begin, Mayor Ford asked the co-chairs to draft an article for the Village's e-newsletter requesting volunteers.

Old Business

There was no Old Business.

Visitors wishing to address the Board

There were no visitors wishing to address the Board.

Adjournment

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

The meeting was adjourned at 8:40 pm

The next regular meeting of the Board of Trustees will take place on March 5, 2024 at 7:30 pm.

Respectfully submitted,

Transcribed by:
Jeri Cotton