

Village of Riverwoods
Public Hearing
Appropriations Ordinance
March 20, 2024
Approved

Present:

Kris Ford, Mayor
Michael Clayton
Henry Hollander
Rick Jamerson
Jeff Smith

Absent:

Liliya Dikin
Andrew Eastmond

Also Present:

Bruce Dayno, Police Chief
Tom Krueger, Fire Chief
Carissa Smith, Village Engineer
Bruce Huvad, Village Attorney
Stephen Witt, Director of Community Services
Tony Vasquez, Finance Director
Vivian Hofeld, Deputy Village Clerk

The meeting was called to order at 7:30 pm

Mr. Huvad explained that each year the Village considers an Appropriations Ordinance detailing an amount budgeted and an amount appropriated. The amount budgeted is the amount the Village anticipates spending while the amount appropriated is the requested authority to spend Village funds. The appropriated amount is approximately ten percent (10%) higher than the budgeted amount to allow for changes in circumstances. The total appropriation increased more than in past years due to increases in the Capital Fund and a TIF District for potential land acquisition.

After discussion regarding the increases, Trustee Jamerson moved to close the Public Hearing. Trustee Clayton seconded the motion. The motion passed unanimously on a voice vote.

Respectfully submitted,

Transcribed by:
Jeri Cotton

Village of Riverwoods
Board of Trustees Meeting
March 20, 2024
Final

Present:

Kris Ford, Mayor
Michael Clayton
Henry Hollander
Rick Jamerson
Jeff Smith

Absent:

Andrew Eastmond

Trustee Dikin joined the meeting prior to Executive Session

Also Present:

Bruce Dayno, Police Chief
Tom Krueger, Fire Chief
Carissa Smith, Village Engineer
Bruce Huvard, Village Attorney
Stephen Witt, Director of Community Services
Tony Vasquez, Finance Director
Vivian Hofeld, Deputy Village Clerk

The meeting was called to order at 7:40 pm

Approval of Minutes

Trustee Jamerson moved to approve the minutes of the March 5, 2024 Board of Trustees meeting. Trustee Smith seconded the motion. The motion passed unanimously on a voice vote.

Finance Director's Report

Approval of Bills

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

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

NAYS: None (0)

Presentation of the 2023 Budget

Director Vasquez presented the 2024 Budget. The budgeted numbers were developed based on the recommendations of the Board from the earlier Workshop and comments submitted since that time by the Trustees. The budget is used as a management tool. He recognized Chief Dayno for his management of the police department budget.

Moment of Silence

Those in attendance observed a moment of silence for former Village Mayor Bill Kaplan who has passed away. Mr. Huvad spoke of Mayor Kaplan's many accomplishments for the Village.

Director of Community Services Report

Mr. Witt met with representatives from Verisk, who is evaluating the Building Code and Building Code processes. The Verisk ratings go from 1-9 (high-low). Riverwoods is currently listed as a 4, which is good for a community of our size and staffing level. The criteria reviewed by Verisk include number of staff, staff credentials, and Code edition.

GHA received three bids for the three lift stations. The low bidder was Lake County. There will be at least two adjudication cases brought to Administrative Court. A third case will most likely be continued.

Engineer's Report

Ms. Smith met with Lake County Public Works and the contractor working on the forced main installation along Saunders regarding delays. Ms. Smith also explained that due to construction issues, Lake County will formally request the sidewalk at the northeast corner of Saunders and Deerfield be closed from approximately April 15, 2024 through Memorial Day Weekend for safety reasons. GHA will look into a pedestrian detour.

Zoning Board of Appeals Report

ZBA Chairperson Sherry Graditor reported the ZBA met on Monday, March 11, 2024. Mr. Witt led an educational workshop session on side and rear yard setbacks. There are areas where the zoning code could be clearer about what is appropriate. The ZBA will reserve the second Thursday of the month for regular meetings.

Police Report

Chief Dayno reported the Flock Camera had another successful event. On March 19, 2024, a vehicle drove away from the Mobil station while still connected to the gas pump, but the pump is designed to break away and no serious damage occurred. The Flock Camera allowed the department to identify the vehicle. The police activity report is attached to the end of the minutes.

Fire District Report

Chief Krueger noted both the fire and police departments are struggling with personnel due to retirements and such. The fire department had nine openings but hired six firefighters/paramedics and plan to hire three additional firefighters/paramedics.

Chief Krueger reported the Workman's Comp insurance carrier gave the department a refund of approximately \$50,000. Chief Krueger noted the department gets high ISO ratings and just missed the highest rating.

New Business

1. Approval of the Appropriation Ordinance (O-24-03-03 for the Fiscal Year ending December 31, 2024

Trustee Clayton moved to waive the First Reading of the Ordinance. Trustee Jamerson seconded the motion. The motion passed unanimously on a voice vote.

Trustee Clayton moved for Second Reading and Adoption of the Appropriation Ordinance. Trustee Jamerson seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

2. Approval of Ordinance O-24-03-04 approving a Franchise Agreement with Comcast of California/Illinois, LLC

Trustee Jamerson moved to waive the First Reading of the Ordinance. Trustee Smith seconded the motion. The motion passed unanimously on a voice vote.

Trustee Jamerson moved for Second Reading and Adoption of an Ordinance approving a Franchise Agreement with Comcast of California/Illinois, LLC. After some discussion regarding access channels, the motion passed by the following vote:

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

NAYS: None (0)

Approval of a Memorandum of Agreement between the Village of Riverwoods and the Metropolitan Alliance of Police, Chapter 330

Mr. Huvard explained this is a Memorandum of Understanding related to body worn camera recorders. The requirements for review of body cam videos is set forth in a General Order which was prepared by the Police Chief and attached to the Memorandum as Exhibit A. In implementing the State law, the Village will execute according to the General Order. The videos will be periodically selected for review by the police department in a manner to be mutually agreed upon by our police department and the union.

Trustee Jamerson moved to approve the MOA between the Village of Riverwoods and the Metropolitan Alliance of Police, Chapter 330. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Approval of a Change Order for Work on Saunders Road Water Main Project as presented by GHA, (Pending Staff Review)

A Change Order was requested for work on the Saunders Road water main. GHA found the existing water line had deteriorated to the point that required replacement. The change order would include hydrants and valves in order to manage the chlorination of the system and facilitate fewer shutdowns in the area to finish the installation of the water line.

Ms. Smith noted the amount requested is \$68,100 bringing the contract total to \$844,330. Director Witt noted the base bid plus the Change Order is still \$20,000 less than the next lowest bidder.

Trustee Jamerson moved to approve the Change Order in an amount not to exceed \$68,100. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Old Business

There was no Old Business.

Visitors wishing to address the Board

There were no visitors wishing to address the Board

Executive Session

Mayor Ford noted there is reason to go into Executive Session pursuant to Section 2(C)5 of the Open Meetings Act to discuss possible land acquisition.

Trustee Jamerson moved to go into Executive Session. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

The meeting was adjourned to Executive Session at 8:38 pm

The Board meeting was resumed at 9:45 pm with a Roll Call.

Present:

Michael Clayton
Liliya Dikin
Henry Hollander
Rick Jamerson
Jeff Smith

Absent:

Andrew Eastmond

Upon returning to regular session, Trustee Jamerson, seconded by Trustee Dikin, made the following motion:

The Board directs the Village Attorney to begin the process of negotiation and preparation of Letters of Intent for the acquisition of the property at 3750 Deerfield Road, commonly known as the Federal Life property, with a simultaneous agreements with the Lincolnshire Riverwoods Fire Protection District for the purchase of a portion of the property and with Lake County for the settlement of easements and other construction of detention basins and roadways.

The motion was passed by the following vote:

Ayes: Clayton, Dikin, Hollander, Jamerson, Smith

Nays: None

A motion for adjournment was made, seconded and passed unanimously by voice vote.

The meeting was adjourned at 9:50 pm.

The next regular meeting of the Board of Trustees will take place on March 20, 2024 at 7:30 pm.

Respectfully submitted,

Transcribed by:
Jeri Cotton

Attachment: Police Report



Riverwoods Police
Incident Analysis Report
Summary by Incident Type
3/20/2024

Activity Through March 12th of Each Year

Incident Type	2024 YTD	This Time 2023 YTD
48 (7503)	22	13
50 PD (7572)	21	10
50 PI (7571)	7	3
50 Priv Prop (7573)	-	2
911 Hang Up (7911)	4	1
Amulance (7021)	81	98
Animal Problem (7246)	15	4
AOA (7001)	31	23
Armed Robbery (0310)	-	-
Assault (0500)	-	-
Attempt Suicide (7221)	-	-
Battery - Simple (0450)	-	1
Battery (0450)	-	1
Burg - From Motor Veh (0760)	-	-
Burglar Alarm (7082)	53	26
Burglary - Residential (0525)	-	1
Burglary (0500)	-	-
Call 911 (7912)	-	-
Child Seat Inspect (7042)	-	-
Construction Comp (7076)	-	-
Controlled Substance (2050)	-	-
Crack Cops Fraud (1156)	-	-
Crim Damage to Prop (1370)	2	1
Crim Sexual Assault (1963)	-	-
Crim Trespass to Land (1330)	1	-
Crim Trespass to Veh (1380)	-	-
Death Investigation (7231)	-	-
Deceptive Practice (1110)	2	-
Domestic Battery (0485)	-	-
Domestic Trouble (7130)	2	3
DUI (2410)	4	8
Fingerprinting (7039)	3	-
Fire Alarm (0733)	10	8
Fire Call (7024)	18	7
Fireworks Complaints (3001)	-	-
Forgery (1120)	-	-
Found Animal (7246)	2	-
Found Prop. (7199)	1	1
Harassment by Telephone (2625)	-	-
Hold Up Alarm (7063)	3	2
Identity Theft (7198)	6	-
Lock out - Vehicle (7091)	5	1
Lost / Misled Prop (7144)	2	1
Missing Person (7178)	-	-
Noise Comp (7078)	1	1
Notification (7049)	3	3
Other Comp (7079)	11	6
Other Investigation (7199)	6	1

Incident Type	2024 YTD	This Time 2023 YTD
Other Trouble (7139)	1	-
Parking Complaint (7522)	1	-
Permit Exam (7047)	370	211
Public Service (7040)	13	5
Roadway Debris (7250)	7	5
Solicitor (7063)	-	-
Suicide (7211)	-	-
Suspicious Auto (7123)	10	12
Suspicious Person (7123)	6	2
Telephone Threat (2620)	-	-
Theft from Motor Veh (0710)	-	-
Theft of Motor Veh (0810)	-	1
Theft Over \$500 (0815)	2	-
Theft Under \$500 (0825)	1	-
Traffic Complaint (7521)	9	4
Turned In Weapon/Ammo (7160)	-	-
Vehicle Crl. Violation (7900)	4	1
Wall Bump Check (7045)	15	4
Total:	754	489
Crime Prevention Notices	131	126
Case Reports	40	35
Traffic Stops	462	337
Number of Citations Issued	154	137
Number of Persons Issued Citations	120	85

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