



051623 BOT

FINAL

PACKET





BOARD OF TRUSTEES

Final Agenda

300 PORTWINE ROAD, RIVERWOODS, IL

May 16, 2023 --7:30 P.M

riverwoods.gov/streamBOT

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES
 - a. Board meeting of May 2, 2023
5. TREASURER AND FINANCE REPORT
 - a. Approval of Bills
 - b. Presentation of Financial Reports
6. DIRECTOR OF COMMUNITY SERVICES REPORT
7. CONSULTANTS' REPORTS
 - a. ATTORNEY'S REPORT
 - b. ENGINEER'S REPORT
 - c. ECOLOGIST REPORT
8. PLAN COMMISSION REPORT
9. ZONING BOARD OF APPEALS REPORT
10. POLICE REPORT
11. FIRE DISTRICT REPORT
12. INFORMATION ITEMS & COMMENTS FROM THE PRESIDENT
 - a. Special Board Meeting for the Purpose of Receiving a Proposal from Lexington Homes Regarding the Development of the Federal Life Property
 - b. Communications on Proposed Baxter Development
13. NEW BUSINESS
 - a. Approval of the engagement of KemperLesnick for Public Relations and Communications Services, with an Initial Authorization not to exceed \$25,000
 - b. Approval of An Ordinance Approving the Granting of Easements to the County of Lake for Sanitary Main Improvements
 - c. Approval of an Ordinance Concerning the Position and Duties of the Village Clerk

- d. Approval of the Appointment of the Village Clerk
- e. Approval of the Extension of the Contract with WRB, LLC for Interim Finance Director Services

14. OLD BUSINESS

15. VISITORS WISHING TO ADDRESS THE BOARD

16. EXECUTIVE SESSION

- a. Litigation, Acquisition, Property, and Personnel

17. ESTABLISH TIME AND DATE FOR NEXT MEETING

a. May 25, 2023 – 7:30 PM

b. June 6 , 2023 - 7:30 PM

18. ADJOURNMENT

MINUTES

Village of Riverwoods
Board of Trustees Meeting
May 2, 2023
Draft

Present:

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

Also Present:

Jeff Smith, Trustee-Elect
Bruce Huvard, 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 April 18, 2023 Board of Trustees meeting. Trustee Hollander seconded the motion. The motion passed unanimously on a voice vote with Trustee Clayton and Trustee Jamerson abstaining.

Treasurer and Finance Committee Report

Approval of Bills

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

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

NAYS: None (0)

Swearing in of Newly Elected and Re-Elected Officials

Deputy Clerk Bowne administered the oaths of office simultaneously to Trustee-Elect Smith, Trustee Clayton and Trustee Jamerson. Trustee-Elect Smith, Trustee Clayton, and Trustee Jamerson took the oaths of office.

Mayor Ford thanked Michael Haber for his 33 years of Village Service. He was given a standing ovation by the Board and the audience.

Attorney's Report

Mr. Huvard commented that the BOT vote on the Lexington Homes proposal will likely happen in June due to all the materials that need to be reviewed.

Engineer's Report

Ms. Smith reported that the Deerfield Rd. water main extension and the Chicory water main replacement are complete. The Saunders Rd. water main replacement bid will be open later this month. Play area tree stumps have been removed and Team Reil will begin construction next week.

Ecologist's Report

No report.

Plan Commission Report

Ch. Breitkopf reported that resident comments were received at the 4/20 Lexington hearing. The Plan Commission voted to approve Lexington's plan but with conditions which will be further discussed at the 5/4 Plan Commission meeting. Short term rentals will also be on the 5/4 agenda.

ZBA Report

ZBA had no report.

Police Report

The police activity is in the packet.

Information Items from the President

Committee assignments:

It was determined that a Trustee is no longer necessary for the Police Department. Trustee Eastmond will now serve as the Legal Trustee.

A new committee called Community Services is being established. The Community Services Trustee will be Jeff Smith. The Community Services committee will be responsible for creating greater liaisons to the community, Riverwoods Residents Association and the Riverwoods Preservation Council.

Mayor Ford made the following statement after the 6:30 pm meeting with the Board of Trustees in Executive Session regarding the proposed Baxter redevelopment:

The Board is opposed to the development of the Baxter property as proposed by Bridge Industrial. We will explore all legal options that we have as a Village. We will work with the Thorngate residents and their attorneys in pursuing our legal options.

Village Attorney Bruce Huvar, Land Use Trustee Henry Hollander and I will meet with a special committee of Thorngate residents to share information. Additionally, updates will be provided through the electronic newsletter as appropriate. Trustee Hollander will also provide updates at the regular Board of Trustees meetings.

New Business

A. Approval of a Proposal for a Replacement Camera and Associated Programming

Trustee Hollander moved to approve the replacement camera and associated programming proposal. Trustee Jamerson seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Old Business

There was no Old Business.

Counsel Statement

Mr. Huvar made a statement regarding the Baxter development. He relayed that the BOT is working with legal counsel to understand the zoning challenge options. The board is developing a strategy but it's more beneficial if it is done in a confidential manner. He asked for patience from the public as it is early in the zoning challenge process.

Visitors Wishing to Address the Board

Thorngate resident Russ Romanelli asked if there are any observations Trustee Hollander could share regarding the 4/27/23 Village of Deerfield Plan Commission meeting.

Trustee Hollander replied that he will give a summary during committee reports later in the meeting.

Meadowlake resident William Lauth expressed his strong opposition to the Lexington Homes proposed development. He read a prepared statement that contained the reasons for opposition including increased density, traffic, noise, safety, liabilities and the

destruction of aesthetic dreams. He encouraged the BOT to just say no to the Lexington proposed townhome development.

Thorngate resident Greg Mintzias expressed his appreciation for the Mayor's statement on behalf of the Board regarding opposition to the Bridge Industrial proposal. He asked residents to consider joining Facebook group 60015 United.

Meadowlake resident David Oler remains distraught over the Planning Commission's vote in favor of the Lexington townhome 54 unit development. He pointed out many factors still remain unaddressed such as the lack of fencing around the Meadowlake bodies of water, unsolved potential traffic flow safety risks, inadequate parking and no adequate green space for resident recreation. He urged the Board to vote against the Lexington proposal and instead consider alternate uses for the site.

Meadowlake resident Lila McClelland thinks Lexington should not have used the name "Riverwoods Reserve" to market their proposed development. The development is not congruent with Riverwoods or the definition of a reserve. Ms. McClelland feels building 54 unattractive generic townhome units on eight acres will completely ruin the unique history and aesthetic of the Village.

Meadowlake resident Randy Yaffe expressed dissatisfaction over the exterior management of the Shoppes property. He is concerned that the same lack of outside maintenance will occur if Lexington builds townhomes on the Federal Life property. He asked the Board to reject the development and represent the concerned residents.

Meadowlake resident Mary Oler questioned the Plan Commission's approval vote on the Lexington development. As she has said at numerous previous meetings, she is against the Lexington proposal. Additionally, Ms. Oler is concerned about the potential risks and liabilities of the Meadowlake bodies of water to the townhome residents. Ms. Oler feels her concerns have been met with indifference and the Board needs to do better.

Thorngate resident Arland Shelist thanked the Mayor and the Board for their statement against the Bridge Industrial development of the Baxter property. He asked whether the Village's position will be made public in the form of a press release.

Mayor Ford noted that the meeting is recorded and the Board's statement will be posted on the website and also will appear in the electronic newsletter.

Thorngate resident Jason Goodman wrote an email requesting that the Village publicize the Deerfield planning commission meetings. Regarding the Lexington proposal, he asked the Village to challenge Lexington to come up with an architectural design that more reflects the personality of Riverwoods. He would prefer something similar to our Village Hall in its materials and less so a woodlands-colored paint job. He noted that

the proposed balcony view of the townhouses is very undesirable.

Committee Reports

Finance Economic Development Committee

Trustee Clayton reported he and the Water Committee are reviewing the best course of action regarding the Northbrook wholesale water rate increase. In addition, the Water Committee is analyzing different options concerning necessary water main replacements. A water rate recommendation to the Board is forthcoming.

Communications

Trustee Dikin reported that currently there are 430 electronic newsletter subscribers. She drafted a preliminary newsletter submission policy which will help streamline the process.

Woodlands and Ecology

No report.

Land Use and Roads

Trustee Hollander explained the Board received several resident emails regarding the Lexington development. The Board can't respond until the Plan Commission report is received and reviewed. He kindly reminded the residents to be careful of their tone when sending emails and that only one Trustee is designated to respond so there is consistent messaging. He added that there may be a separate Board meeting to focus solely on the Lexington proposal.

Trustee Hollander also reported on the potential Baxter development. Both he and Mayor Ford met with Deerfield's Mayor, Dan Shapiro, and their Village Manager Kent Street. Trustee Hollander and Mayor Ford shared their concerns. In addition, the issue of traffic turning north on Saunders was discussed. Deerfield representatives agreed that they are not in favor of that traffic pattern.

A public relations firm has been engaged to help with resident communications. Trustee Hollander attended the 4/27/23 Deerfield Plan Commission meeting but nothing happened due to the excess capacity. The meeting has been rescheduled to 5/11/23 and will be held at Deerfield High School.

Trustee Hollander reached out to the Lake County Department of Transportation to understand the impact on the traffic flow on Saunders Road. The department intends to make a formal evaluation but no change is anticipated at this time.

Trustee Hollander reported a 5/6/23 meeting with the Thorngate committee representatives has been scheduled.

Mr. Hollander reported that some Village and SSA roads will be redone in the near future by Chicagoland Paving. The entire project is expected to last three weeks.

Building and Utilities/Storm Water

The building report is in the packet.

Community Services

No report.

Adjournment

The next regular BOT meeting will take place on 5/16/23 at 7:30 pm.

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

Respectfully submitted,

Katie Bowne
Deputy Village Clerk

BILLS



VILLAGE OF
RIVERWOODS
 ESTD 1959

May 12, 2023

TO: Kris Ford, Mayor
 Village Trustees
 Village Attorney Bruce Huvad

FROM: Moses Diaz

RE: Council Report for May 16, 2023

Attached are the Invoices for approval at the May 16, 2023 BOT Meeting:

Fund Number	Fund Name	Total	Comments
001	General Fund	102,885.89	
104	MFT	0.00	
119	SSA19	0.00	
122	SSA 22	0.00	
125	SSA 25	524.69	
126	SSA 26	0.00	
130	SSA 30	0.00	
424	SSA24 DSF	0.00	
430	SSA30 DSF	0.00	
501	Water Fund	111,812.10	
502	Sewer Fund	2,387.82	
503	TIF #1	703.00	
504	TIF #2	7,612.50	
505	Capital Projects Fund	0.00	
Total to be approved		225,926.00	

INVOICE REGISTER FOR VILLAGE OF RIVERWOODS

POST DATES 05/03/2023 - 05/12/2023

POSTED AND UNPOSTED

OPEN

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0634 - AZAVAR AUDIT							
156895							
00014685	AZAVAR AUDIT	05/01/2023		28.06	28.06	Open	N
	MUNICIPAL UTILITY TAX AUDIT PROGRAM	MDIAZ					05/05/2023
	001-101-50360	MUNICIPAL UTILITY TAX AUDIT PROGRAM		28.06			
Total Vendor 0634 - AZAVAR AUDIT				<u>28.06</u>	<u>28.06</u>		
Vendor 0320 - B&F CONSTRUCTION CODE SERVICES							
17544							
00014700	B&F CONSTRUCTION CODE SERVICES	04/27/2023		2,583.34	2,583.34	Open	N
	INSPECTIONS, MARCH23	MDIAZ					05/08/2023
	001-102-50345	INSPECTIONS, MARCH23		2,583.34			
Total Vendor 0320 - B&F CONSTRUCTION CODE SERVICES				<u>2,583.34</u>	<u>2,583.34</u>		
Vendor 0014 - BADGER METER INC							
80126551							
00014674	BADGER METER INC	04/28/2023		903.90	903.90	Open	N
	WATER METER EXPENSE	MDIAZ					05/05/2023
	501-000-51000	WATER METERS EXPENSE		903.90			
Total Vendor 0014 - BADGER METER INC				<u>903.90</u>	<u>903.90</u>		
Vendor 0767 - BARTNICK INC.							
1053							
00014711	BARTNICK INC.	04/27/2023		1,800.00	1,800.00	Open	N
	WATER MAIN REPAIR - THORNGATE LN, 041819	MDIAZ					05/08/2023
	501-000-80202	WATER MAIN REPAIR - THORNGATE LN		1,800.00			
Total Vendor 0767 - BARTNICK INC.				<u>1,800.00</u>	<u>1,800.00</u>		
Vendor 0755 - BEHM ENTERPRISES, INC.							
2857							
00014710	BEHM ENTERPRISES, INC.	04/27/2023		1,300.00	1,300.00	open	N
	WATER MAIN REPAIR - THORNGATE LN, 041819	MDIAZ					05/08/2023
	501-000-80202	WATER MAIN REPAIR - THORNGATE LN		1,300.00			
Total Vendor 0755 - BEHM ENTERPRISES, INC.				<u>1,300.00</u>	<u>1,300.00</u>		

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0043 - BRUCE DAYNO							
230502XREIMB 00014684	BRUCE DAYNO CELL PHONE REIMBURSEMENT 001-110-50520	05/02/2023 MDIAZ CELL PHONE REIMBURSEMENT		50.00 50.00	50.00	Open	N 05/05/2023
Total Vendor 0043 - BRUCE DAYNO				50.00	50.00		
Vendor 0020 - CANON SOLUTIONS AMERICA INC							
6004116805 00014688	CANON SOLUTIONS AMERICA INC COPIER MAINTENANCE 001-101-60511	04/30/2023 MDIAZ COPIER MAINTENANCE		62.71 62.71	62.71	Open	N 05/08/2023
6004126220 00014689	CANON SOLUTIONS AMERICA INC COPIER MAINTENANCE 001-101-60511	04/30/2023 MDIAZ COPIER MAINTENANCE		15.19 15.19	15.19	Open	N 05/08/2023
611564 00014720	CANON SOLUTIONS AMERICA INC COPIER MAINTENANCE 001-110-60511	05/01/2023 MDIAZ COPIER MAINTENANCE		168.57 168.57	168.57	Open	N 05/09/2023
Total Vendor 0020 - CANON SOLUTIONS AMERICA INC				246.47	246.47		
Vendor 0337 - CANYON CONTRACTING INC							
1741 00014709	CANYON CONTRACTING INC WATER MAIN REPAIR - THORNGATE LN, 041819 501-000-80202	04/25/2023 MDIAZ WATER MAIN REPAIR - THORNGATE LN		8,793.00 8,793.00	8,793.00	Open	N 05/08/2023
Total Vendor 0337 - CANYON CONTRACTING INC				8,793.00	8,793.00		
Vendor 0024 - CENTRAL MANAGEMENT SERVICES LGHP							
230501CMS 00014708	CENTRAL MANAGEMENT SERVICES LGHP HEALTH INSURANCE - COVERAGE FOR MAY 2023 001-101-40100	05/05/2023 MDIAZ HEALTH INSURANCE - COVERAGE FOR MAY 2023 HEALTH INSURANCE - COVERAGE FOR MAY 2023		16,366.00 1,149.00 15,217.00	16,366.00	Open	N 05/08/2023
Total Vendor 0024 - CENTRAL MANAGEMENT SERVICES LGHP							

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0024 - CENTRAL MANAGEMENT SERVICES LGHP							
				16,366.00	16,366.00		
Vendor 0026 - CHASE BANK							
230503CHASECC 00014744	CHASE BANK CREDIT CARD CHARGES 001-101-50510 001-101-50551 001-101-50620 001-101-60540 001-101-60541 001-101-60543 001-101-60545 001-101-90900 001-110-50070 001-110-50510 001-110-50520 001-110-50610 001-110-50630 001-110-60510	05/03/2023 MDIAZ POSTAGE EXPENSE BOT & VILLAGE MEETING EXPENSE TRAVEL & MEETING EXPENSE HARDWARE SOFTWARE SOFTWARE - MAINTENANCE INTERNET EXPENSE/CABLE /EMAIL MISC.EXPENSE POLICE OFFICERS EQUIP. POSTAGE EXPENSE TELEPHONE EXPENSE MEMBERSHIP/SUBSCRIPTION TRAINING EXPENSE OFFICE EXPENSE		3,049.35 53.09 1,123.89 144.83 119.98 510.68 120.00 44.85 80.11 29.99 67.99 18.94 65.00 578.00 92.00	3,049.35	Open	N 05/12/2023
Total Vendor 0026 - CHASE BANK				<u>3,049.35</u>	<u>3,049.35</u>		
Vendor 0718 - COMCAST BUSINESS							
171023743 00014673	COMCAST BUSINESS POLICE & VILLAGE HALL TELEPHONE SERVICE 001-101-50520 001-110-50520	04/15/2023 MDIAZ TELEPHONE EXPENSE TELEPHONE EXPENSE		770.12 385.06 385.06	770.12	Open	N 05/04/2023
230426COMCASTX1 00014705	COMCAST BUSINESS INTERNET 502-000-50710	04/26/2023 MDIAZ INTERNET		214.62 214.62	214.62	Open	N 05/08/2023
230501COMCASTX1 00014706	COMCAST BUSINESS OFF-SITE LIFT STATION - 644 THORNGATE LN 502-000-50520	05/01/2023 MDIAZ OFF-SITE LIFT STATION - 644 THORNGATE LN		62.64 62.64	62.64	Open	N 05/08/2023

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0718 - COMCAST BUSINESS							
230424COMCASTX1							
00014707	COMCAST BUSINESS	04/24/2023		479.19	479.19	Open	N
	INTERNET EXPENSE/CABLE /EMAIL	MDIAZ					05/08/2023
	001-110-50520	TELEPHONE EXPENSE		60.00			
	001-110-60545	INTERNET EXPENSE/CABLE/EMAIL		419.19			
Total Vendor 0718 - COMCAST BUSINESS				1,526.57	1,526.57		
Vendor 0038 - COMED							
230502COMEDX014							
00014712	COMED	05/02/2023		1,591.14	1,591.14	Open	N
	UTILITY EXPENSE - ELECTRIC	MDIAZ					05/08/2023
	501-000-50710	UTILITY EXPENSE - ELECTRIC		1,591.14			
230502COMEDX214							
00014713	COMED	05/02/2023		191.31	191.31	Open	N
	UTILITY EXPENSE - ELECTRIC	MDIAZ					05/08/2023
	001-104-50720	UTILITY EXPENSE - ELECTRIC		191.31			
230502COMEDX109							
00014716	COMED	05/02/2023		82.20	82.20	Open	N
	UTILITY EXPENSE - ELECTRIC	MDIAZ					05/09/2023
	502-000-50710	UTILITY EXPENSE - ELECTRIC		82.20			
230502COMEDX711							
00014717	COMED	05/02/2023		62.50	62.50	Open	N
	UTILITY EXPENSE - ELECTRIC	MDIAZ					05/09/2023
	502-000-50710	UTILITY EXPENSE - ELECTRIC		62.50			
230503COMEDX300							
00014718	COMED	05/03/2023		114.89	114.89	Open	N
	UTILITY EXPENSE - ELECTRIC	MDIAZ					05/09/2023
	502-000-50710	UTILITY EXPENSE - ELECTRIC		114.89			
230502COMEDX613							
00014719	COMED	05/02/2023		33.58	33.58	Open	N
	UTILITY EXPENSE - ELECTRIC	MDIAZ					05/09/2023
	501-000-50710	UTILITY EXPENSE - ELECTRIC		33.58			
230502COMEDX008							
00014721	COMED	05/02/2023		24.20	24.20	Open	N
	UTILITY EXPENSE - ELECTRIC	MDIAZ					05/09/2023
	502-000-50710	UTILITY EXPENSE - ELECTRIC		24.20			

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0038 - COMED							
230502 00014722	COMED UTILITY EXPENSE - ELECTRIC 501-000-50710	05/02/2023 MDIAZ UTILITY EXPENSE - ELECTRIC		23.22 23.22	23.22	Open	N 05/09/2023
Total Vendor 0038 - COMED				<u>2,123.04</u>	<u>2,123.04</u>		
Vendor 0237 - DAVEY TREE EXPERT COMPANY							
917532886 00014694	DAVEY TREE EXPERT COMPANY TREE REMOVAL - 04/28/2023 001-101-50350	05/01/2023 MDIAZ ECOLOGIST / FORESTER EXPENSE		2,250.00 2,250.00	2,250.00	Open	N 05/08/2023
Total Vendor 0237 - DAVEY TREE EXPERT COMPANY				<u>2,250.00</u>	<u>2,250.00</u>		
Vendor MISC - DAVID SCHOENFELD							
23504 00014686	DAVID SCHOENFELD MUNICIPAL GAS TAX REBATE 001-101-50601	05/04/2023 MDIAZ GAS TAX REBATE		22.94 22.94	22.94	Open	N 05/05/2023
Total Vendor MISC - DAVID SCHOENFELD				<u>22.94</u>	<u>22.94</u>		
Vendor 0276 - DIGITAL CURRENCY SYSTEMS							
QB112079 00014696	DIGITAL CURRENCY SYSTEMS IT CONSULTANT - MONTHLY RETAINER 001-101-50365	05/01/2023 MDIAZ IT CONSULTANT		1,010.57 1,010.57	1,010.57	Open	N 05/08/2023
Total Vendor 0276 - DIGITAL CURRENCY SYSTEMS				<u>1,010.57</u>	<u>1,010.57</u>		
Vendor 0049 - ERNIE'S WRECKER SERVICE							
247513 00014675	ERNIE'S WRECKER SERVICE 2021 DODGE DURANGO #65 - OIL CHANGE 001-110-50010	02/21/2023 MDIAZ 2021 DODGE DURANGO #65 - OIL CHANGE		65.20 65.20	65.20	open	N 05/05/2023
Total Vendor 0049 - ERNIE'S WRECKER SERVICE				<u>65.20</u>	<u>65.20</u>		

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0056 - GARVEY'S OFFICE PRODUCTS							
PINV2418117 00014682	GARVEY'S OFFICE PRODUCTS OFFICE SUPPLIES 001-101-60510	04/28/2023 MDIAZ OFFICE SUPPLIES		43.30	43.30	Open	N 05/05/2023
PINV2420107 00014683	GARVEY'S OFFICE PRODUCTS OFFICE SUPPLIES 001-101-60510	05/04/2023 MDIAZ OFFICE SUPPLIES		7.76	7.76	Open	N 05/05/2023
Total Vendor 0056 - GARVEY'S OFFICE PRODUCTS				51.06	51.06		
Vendor 0057 - GEWALT HAMILTON							
9770.002 - 3 00014728	GEWALT HAMILTON GENERAL VILLAGE ENGINEERING 001-101-50320	04/27/2023 MDIAZ GENERAL VILLAGE ENGINEERING		11,865.00	11,865.00	Open	N 05/10/2023
9770.008 - 6 00014729	GEWALT HAMILTON VILLAGE-WIDE STORMWATER STUDY 001-101-50320	04/17/2023 MDIAZ VILLAGE-WIDE STORMWATER STUDY		14,163.90	14,163.90	Open	N 05/10/2023
9770.004 - 1 00014730	GEWALT HAMILTON FLATWOODS HERITAGE CENTER 001-101-50320	04/27/2023 MDIAZ FLATWOODS HERITAGE CENTER		310.00	310.00	Open	N 05/10/2023
9770.264 - 3 00014731	GEWALT HAMILTON IEPA MS4 INSPECTION COORDINATION 001-104-50433	04/27/2023 MDIAZ IEPA MS4 INSPECTION COORDINATION		310.00	310.00	Open	N 05/10/2023
9770.702 - 1 00014732	GEWALT HAMILTON SANITARY SEWER INSPECT & MAINT 502-000-50320	04/27/2023 MDIAZ SANITARY SEWER INSPECT & MAINT		132.00	132.00	Open	N 05/10/2023
9770.345 - 3 00014733	GEWALT HAMILTON 2022 DEERFIELD ROAD WATER MAIN 501-000-80202	04/27/2023 MDIAZ 2022 DEERFIELD ROAD WATER MAIN		6,057.27	6,057.27	Open	N 05/10/2023

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0057 - GEWALT HAMILTON							
9770.344 - 1 00014734	GEWALT HAMILTON VILLAGE WATER 501-000-50320	04/27/2023 MDIAZ VILLAGE WATER		8,377.00	8,377.00	Open	N 05/10/2023
9770.347 - 1 00014735	GEWALT HAMILTON WATER INFRASTRUCTURE IMPRV 501-000-50320	04/27/2023 MDIAZ WATER INFRASTRUCTURE IMPRV		508.00	508.00	Open	N 05/10/2023
9770.348 - 4 00014736	GEWALT HAMILTON SAUNDERS RD WATER MAIN REPLACEMENT 501-000-80202	04/27/2023 MDIAZ SAUNDERS RD WATER MAIN REPLACEMENT		3,881.46	3,881.46	Open	N 05/10/2023
9770.604 - 33 00014737	GEWALT HAMILTON WATER SYSTEM OPERATIONS 501-000-50320	04/28/2023 MDIAZ WATER SYSTEM OPERATIONS		18,098.21	18,098.21	Open	N 05/10/2023
9770.606 - 3 00014738	GEWALT HAMILTON UTILITY BILLING 501-000-50320	04/27/2023 MDIAZ UTILITY BILLING		10,258.50	10,258.50	Open	N 05/10/2023
9770.811 - 3 00014739	GEWALT HAMILTON TIF 1 - THORNTONS 503-000-50320	04/27/2023 MDIAZ TIF 1 - THORNTONS		703.00	703.00	Open	N 05/10/2023
Total Vendor 0057 - GEWALT HAMILTON				74,664.34	74,664.34		
Vendor 0754 - HOWARD SIMON							
12385243 00014745	HOWARD SIMON PAYROLL SERVICES, 05/15/2023 001-101-50370	05/12/2023 MDIAZ PAYROLL SERVICES, 05/15/2023		427.34	427.34	Open	N 05/12/2023
Total Vendor 0754 - HOWARD SIMON				427.34	427.34		
Vendor 0034 - HUVARD LAW FIRM							

INVOICE REGISTER FOR VILLAGE OF RIVERWOODS

POST DATES 05/03/2023 - 05/12/2023

POSTED AND UNPOSTED
OPEN

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0034 - HUWARD LAW FIRM							
300.001.028 00014678	HUWARD LAW FIRM LEGAL EXPENSE - GENERAL MATTERS 001-101-50330	05/04/2023 MDIAZ LEGAL EXPENSE		10,920.00	10,920.00	Open	N 05/05/2023
300.504.002.012 00014679	HUWARD LAW FIRM TIF#2 LEXINGTON 504-000-50330	05/04/2023 MDIAZ LEGAL EXPENSE		7,612.50	7,612.50	Open	N 05/05/2023
Total Vendor 0034 - HUWARD LAW FIRM				<u>18,532.50</u>	<u>18,532.50</u>		
Vendor 0646 - ILLINOIS OFFICE OF THE ATTORNEY GEN							
230503IAG 00014743	ILLINOIS OFFICE OF THE ATTORNEY GEN SEX OFFENDER RESISTRATION FEE DISBURSEME 001-110-30850	05/03/2023 MDIAZ SEX OFFENDER RESISTRATION FEE DISBURSEME		30.00	30.00	Open	N 05/11/2023
Total Vendor 0646 - ILLINOIS OFFICE OF THE ATTORNEY GEN				<u>30.00</u>	<u>30.00</u>		
Vendor 0465 - ILLINOIS STATE POLICE							
230503ISP 00014742	ILLINOIS STATE POLICE SEX OFFENDER RESISTRATION FEE DISBURSEME 001-110-30850	05/03/2023 MDIAZ SEX OFFENDER RESISTRATION FEE DISBURSEME		30.00	30.00	Open	N 05/11/2023
Total Vendor 0465 - ILLINOIS STATE POLICE				<u>30.00</u>	<u>30.00</u>		
Vendor 0089 - JERI COTTON							
230430JERICOTTO 00014698	JERI COTTON MEETING MINUTES 041123, 041823, 042023 001-101-50360	04/30/2023 MDIAZ MEETING MINUTES 041123, 041823, 042023		470.96	470.96	Open	N 05/08/2023
Total Vendor 0089 - JERI COTTON				<u>470.96</u>	<u>470.96</u>		
Vendor 0770 - KEMPERLESNIK							

INVOICE REGISTER FOR VILLAGE OF RIVERWOODS

POST DATES 05/03/2023 - 05/12/2023

POSTED AND UNPOSTED

OPEN

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0770 - KEMPERLESNIK							
40779							
00014746	KEMPERLESNIK PUBLIC RELATIONS 001-101-50360	05/12/2023 MDIAZ PUBLIC RELATIONS		5,000.00	5,000.00	Open	N 05/12/2023
Total Vendor 0770 - KEMPERLESNIK				<u>5,000.00</u>	<u>5,000.00</u>		
Vendor 0105 - LAKE COUNTY PUBLIC WORKS							
230430LAKECOUNT							
00014680	LAKE COUNTY PUBLIC WORKS SEWER PD, 02/28/2023 - 04/30/2023 001-110-50710	04/30/2023 MDIAZ SEWER PD, 02/28/2022 - 04/30/2023		204.16	204.16	Open	N 05/05/2023
Total Vendor 0105 - LAKE COUNTY PUBLIC WORKS				<u>204.16</u>	<u>204.16</u>		
Vendor 0727 - LINCOLNSHIRE-RIVERWOODS FIRE PROTEC							
11518							
00014692	LINCOLNSHIRE-RIVERWOODS FIRE PROTEC SPRINKLER SYSTEM 001-102-50341	04/27/2023 MDIAZ FIRE DEPARTMENT EXPENSE		265.00	265.00	Open	N 05/08/2023
11522							
00014714	LINCOLNSHIRE-RIVERWOODS FIRE PROTEC SPRINKLER SYSTEM 001-102-50341	05/09/2023 MDIAZ FIRE DEPARTMENT EXPENSE		130.00	130.00	Open	N 05/09/2023
Total Vendor 0727 - LINCOLNSHIRE-RIVERWOODS FIRE PROTEC				<u>395.00</u>	<u>395.00</u>		
Vendor 0769 - MACGOULD							
144							
00014715	MACGOULD SSA 25 SNOW REMOVAL - 12/22/22 - 03/10/23 125-000-50180	03/25/2023 MDIAZ SSA 25 SNOW REMOVAL, 12/22/22 - 03/10/23		524.69	524.69	Open	N 05/09/2023
Total Vendor 0769 - MACGOULD				<u>524.69</u>	<u>524.69</u>		
Vendor 0119 - MAJOR CRASH ASSISTANCE TEAM							

INVOICE REGISTER FOR VILLAGE OF RIVERWOODS

POST DATES 05/03/2023 - 05/12/2023

POSTED AND UNPOSTED

OPEN

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0119 - MAJOR CRASH ASSISTANCE TEAM							
2023-1 00014677	MAJOR CRASH ASSISTANCE TEAM	05/01/2023		500.00	500.00	Open	N
	MEMBERSHIP FEE, 05/01/23 - 04/30/24	MDIAZ		500.00			05/05/2023
	001-110-50610	MEMBERSHIP FEE, 05/01/23 - 04/30/24		500.00			
Total Vendor 0119 - MAJOR CRASH ASSISTANCE TEAM				<u>500.00</u>	<u>500.00</u>		
Vendor 0531 - MELISSA C.WACH							
230501WACH 00014695	MELISSA C.WACH	05/01/2023		5,958.00	5,958.00	Open	N
	APRIL 2023 PROSECUTION LEGAL FEES	MDIAZ		5,958.00			05/08/2023
	001-110-50330	LEGAL EXPENSE		5,958.00			
Total Vendor 0531 - MELISSA C.WACH				<u>5,958.00</u>	<u>5,958.00</u>		
Vendor 0125 - MICHAEL P.MURRIN							
230430MURRIN 00014697	MICHAEL P.MURRIN	04/30/2023		560.00	560.00	Open	N
	PLUMBING INSPECTIONS FOR APRIL 2023	MDIAZ		560.00			05/08/2023
	001-102-50380	PLUMBING INSPECTIONS FOR APRIL 2023		560.00			
Total Vendor 0125 - MICHAEL P.MURRIN				<u>560.00</u>	<u>560.00</u>		
Vendor 0650 - MOTOROLA SOLUTIONS-STARCOM121							
7407320230403 00014687	MOTOROLA SOLUTIONS-STARCOM121	05/01/2023		282.00	282.00	Open	N
	RADIO MAINTENANCE	MDIAZ		282.00			05/08/2023
	001-110-50220	DISPATCH SERVICES		282.00			
Total Vendor 0650 - MOTOROLA SOLUTIONS-STARCOM121				<u>282.00</u>	<u>282.00</u>		
Vendor 0768 - NORTHEASTERN IL REGIONAL CRIME LAB							
260 00014693	NORTHEASTERN IL REGIONAL CRIME LAB	05/01/2023		8,163.00	8,163.00	open	N
	MEMBERSHIP ASSESSMENT / MAINTENANCE AGRE	MDIAZ		8,163.00			05/08/2023
	001-110-50400	CRIME LAB SERVICES		8,163.00			
Total Vendor 0768 - NORTHEASTERN IL REGIONAL CRIME LAB				<u>8,163.00</u>	<u>8,163.00</u>		

INVOICE REGISTER FOR VILLAGE OF RIVERWOODS

POST DATES 05/03/2023 - 05/12/2023

POSTED AND UNPOSTED

OPEN

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0606 - OFFICE OF THE ILLINOIS STATE TREASU							
230503ISTR 00014741	OFFICE OF THE ILLINOIS STATE TREASU SEX OFFENDER RIGISTRATION FEES, 04/27/23 MDIAZ 001-110-30850	05/03/2023		5.00	5.00	Open	N 05/11/2023
	SEX OFFENDER RIGISTRATION FEES			5.00			
Total Vendor 0606 - OFFICE OF THE ILLINOIS STATE TREASU				<u>5.00</u>	<u>5.00</u>		
Vendor 0695 - RGN & SONS LANDSCAPING INC.							
230430RGN 00014740	RGN & SONS LANDSCAPING INC. SPRING CLEAN UP AND MAINTENANCE 001-101-50130	04/30/2023		10,185.00	10,185.00	Open	N 05/11/2023
	SPRING CLEAN UP AND MAINTENANCE			10,185.00			
Total Vendor 0695 - RGN & SONS LANDSCAPING INC.				<u>10,185.00</u>	<u>10,185.00</u>		
Vendor 0631 - SE INC.							
23-32427 00014701	SE INC. BUILDING CLEANING - MAY 2023 001-101-50110 001-110-50110	05/01/2023		1,150.00	1,150.00	Open	N 05/08/2023
	BUILDING CLEANING - MAY 2023			750.00			
	BUILDING CLEANING - MAY 2023			400.00			
23-32385 00014702	SE INC. FIX PLUMBING PIPE IN BATHROOM AT POLICE 001-110-50111	04/14/2023		264.60	264.60	Open	N 05/08/2023
	FIX PLUMBING PIPE IN BATHROOM AT PD			264.60			
23-32376 00014703	SE INC. ORGANIZE & SET-UP BOARDROOM IN PREP FOR 001-101-50115	04/12/2023		465.00	465.00	Open	N 05/08/2023
	BUILDING - REPAIRS			465.00			
23-32408 00014704	SE INC. ORGANIZE & SET-UP TABLES/CHAIRS IN PREP 001-101-50115	04/26/2023		465.00	465.00	Open	N 05/08/2023
	BUILDING - REPAIRS			465.00			
Total Vendor 0631 - SE INC.				<u>2,344.60</u>	<u>2,344.60</u>		
Vendor MISC - STEVEN SCHWARTZ							

INVOICE REGISTER FOR VILLAGE OF RIVERWOODS

POST DATES 05/03/2023 - 05/12/2023

POSTED AND UNPOSTED
OPEN

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor MISC - STEVEN SCHWARTZ							
230510STEVENSCH							
00014723	STEVEN SCHWARTZ	05/10/2023		1,225.00	1,225.00	Open	N
	COST SHARE REIMBURSEMENT - INVASIVE SHR MDIAZ			1,225.00			05/10/2023
	001-106-50830	INVASIVE SHRUB REMOVAL					
Total Vendor MISC - STEVEN SCHWARTZ				<u>1,225.00</u>	<u>1,225.00</u>		
Vendor 0196 - THOMSON REUTERS - WEST							
848256560							
00014681	THOMSON REUTERS - WEST	05/01/2023		273.14	273.14	Open	N
	SOFTWARE SUBSCRIPTION	MDIAZ		273.14			05/05/2023
	001-110-60543	SOFTWARE - MAINTENANCE					
Total Vendor 0196 - THOMSON REUTERS - WEST				<u>273.14</u>	<u>273.14</u>		
Vendor 0667 - USIC LOCATING SERVICES,LLC							
583153							
00014699	USIC LOCATING SERVICES,LLC	04/30/2023		3,389.53	3,389.53	Open	N
	LOCATING SERVICES	MDIAZ		1,694.76			05/08/2023
	501-000-50360	LOCATING SERVICES		1,694.77			
	502-000-50360	LOCATING SERVICES					
Total Vendor 0667 - USIC LOCATING SERVICES,LLC				<u>3,389.53</u>	<u>3,389.53</u>		
Vendor 0238 - VILLAGE OF BUFFALO GROVE							
2023-00000001							
00014676	VILLAGE OF BUFFALO GROVE	05/01/2023		500.00	500.00	Open	N
	2023 ANNUAL FIRING RANGE USAGE FEE	MDIAZ		500.00			05/05/2023
	001-110-50630	2023 ANNUAL FIRING RANGE USAGE FEE					
Total Vendor 0238 - VILLAGE OF BUFFALO GROVE				<u>500.00</u>	<u>500.00</u>		
Vendor 0207 - VILLAGE OF DEERFIELD							
611980							
00014724	VILLAGE OF DEERFIELD	05/10/2023		116.00	116.00	Open	N
	WATER USAGE	MDIAZ		116.00			05/10/2023
	501-000-50750	WATER USAGE					

INVOICE REGISTER FOR VILLAGE OF RIVERWOODS

POST DATES 05/03/2023 - 05/12/2023

POSTED AND UNPOSTED

OPEN

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Vendor 0207 - VILLAGE OF DEERFIELD							
612000 00014725	VILLAGE OF DEERFIELD WATER USAGE 501-000-50750	05/10/2023 MDIAZ WATER USAGE		46.40	46.40	Open	N 05/10/2023
612040 00014726	VILLAGE OF DEERFIELD WATER USAGE 501-000-50750	05/10/2023 MDIAZ WATER USAGE		255.20	255.20	Open	N 05/10/2023
612080 00014727	VILLAGE OF DEERFIELD WATER USAGE 501-000-50750	05/10/2023 MDIAZ WATER USAGE		1,131.00	1,131.00	Open	N 05/10/2023
Total Vendor 0207 - VILLAGE OF DEERFIELD				<u>1,548.60</u>	<u>1,548.60</u>		
Vendor 0209 - VILLAGE OF NORTHBROOK							
230508NBK 00014690	VILLAGE OF NORTHBROOK WATER PURCHASE 501-000-50770	05/08/2023 MDIAZ WATER PURCHASE		46,943.46	46,943.46	Open	N 05/08/2023
Total Vendor 0209 - VILLAGE OF NORTHBROOK				<u>46,943.46</u>	<u>46,943.46</u>		
Vendor 0729 - WEX BANK							
89072599 00014691	WEX BANK MONTHLY FUEL 001-110-60550	05/06/2023 MDIAZ MONTHLY FUEL		1,600.18	1,600.18	Open	N 05/08/2023
Total Vendor 0729 - WEX BANK				<u>1,600.18</u>	<u>1,600.18</u>		

of Invoices: 74 # Due: 74
 # of Credit Memos: 0 # Due: 0
 Net of Invoices and Credit Memos:

Totals: 225,926.00
 Totals: 0.00
 225,926.00

225,926.00
 0.00
 225,926.00

INVOICE REGISTER FOR VILLAGE OF RIVERWOODS

POST DATES 05/03/2023 - 05/12/2023

POSTED AND UNPOSTED
OPEN

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
--- TOTALS BY FUND ---							
	001 GENERAL			102,885.89	102,885.89		
	125 SSA 25 ROAD MAINT.			524.69	524.69		
	501 CONSOLIDATED WATER FUND			111,812.10	111,812.10		
	502 SEWER FUND			2,387.82	2,387.82		
	503 MILWAUKEE/DEERFIELD TIF			703.00	703.00		
	504 TIF # 2 - FEDERAL LIFE			7,612.50	7,612.50		
--- TOTALS BY DEPT/ACTIVITY ---							
	000			123,040.11	123,040.11		
	101 ADMINISTRATION			62,194.22	62,194.22		
	102 BUILDING DEPARTMENT			3,538.34	3,538.34		
	104 ROAD & BRIDGE & STORM WATER			501.31	501.31		
	106 WOODLAND MANAGEMENT			1,225.00	1,225.00		
	110 POLICE			35,427.02	35,427.02		

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
	<hr/>
Total	\$ 15,047,215.60

POLICE REPORT



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
AOA (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.

NEW BUSINESS



Statement of Work No. 1

This Statement of Work No. 1 is made and entered into effective as of May 11, 2023 (“SOW No. 1 Effective Date”) pursuant to the terms of the Master Services Agreement dated as of May 1, 2023 (The “Master Agreement”) by and between the Village of Riverwoods, IL (“Client”) and KemperLesnik Communications, LLC (“KL” or “KemperLesnik”). The terms of this SOW No. 1 are subject to, and supplement, the terms of the Master Agreement. Capitalized terms not otherwise defined herein shall have the meaning as set forth in the Master Agreement.

- 1) Services. The Services to be provided to the Client under this SOW shall consist of working with the Client’s attorney (Bruce Huvad) and any other chosen representatives of the Client, as well as the Village of Riverwoods’ Mayor Kristine Ford and members of the Client’s elected board of trustees to support the launch of a strategic communications program, which is focused on messaging the position of the Client re: Bridge Industrial’s proposal for the former Baxter office campus in neighboring Deerfield, IL. The launch includes research, document review, conversations, and drafts and edits of Client’s messaging and content addressing the Village of Deerfield, as well as the residents of the Village of Riverwoods and the Village of Deerfield for the period of May 11, 2023 until approximately May 17, 2023.
- 2) Services Fees. The Services hereunder shall be billed at a flat fee of \$5,000.00, with a maximum number of 15.5 hours of work (approx. \$325.00/hr.) provided, plus any out-of-pocket expenses. An initial payment of \$5,000.00 is due via wire/ACH within three (3) business days of this SOW No. 1 being fully executed. Any out-of-pocket expenses will be billed on May 18, 2023. Any work exceeding 15.5 hours between May 11, 2023 and May 17, 2023 will be billed to the Client at an hourly rate of \$325.00.
- 3) SOW Term. May 11, 2023 until approximately May 17, 2023
- 4) KL Deliverables: The following are the likely deliverables that will be provided for the Service Fees, although they may vary per need of the Client and agreement of KL:
 - Listening to the recording of the May 11, 2023 plan commission meeting on Bridge Industrial’s proposal
 - Share notes on the topics and issues to respond to from the May 11, 2023 plan commission meeting on Bridge Industrial’s proposal, in preparation for future communications and, specifically, the June 2023 public meetings on Bridge Industrial’s proposal
 - Reworking/updating of Mayor Ford’s current public response to Bridge Industrial’s proposal and drafting statement in response to 5/11 Deerfield Plan Commission meeting that will appear in 5/13 Village of Riverwoods weekly e-mail news distribution.
 - Calls between Client, Client’s representatives and KL as needed
 - Reviewing of relevant documents/info/news articles on Bridge Industrial’s proposal sent to KL from Client, Client’s representatives and Riverwoods’ residents.

IN WITNESS WHEREOF, the parties have executed this SOW as of the SOW No. 1 Effective Date.

THE VILLAGE OF RIVERWOODS, IL	KEMPERLESNIK COMMUNICATIONS, LLC
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

ORDINANCE NO. 23-05-06

**AN ORDINANCE APPROVING THE GRANTING OF EASEMENTS
TO THE COUNTY OF LAKE FOR SANITARY MAIN IMPROVEMENTS**

WHEREAS, the Village of Riverwoods (the “Village”) is a home rule municipality in accordance with the Constitution of the State of Illinois of 1970; and

WHEREAS, the County of Lake, an Illinois body politic and corporate (“Lake County”), is installing a new sanitary sewer main (the “Sanitary Main”) in the right-of-way of Saunders Road and Deerfield Road (the “Project”) that will benefit the Village and other areas within Lake County; and

WHEREAS, Lake County has requested a permanent easement for installation of the Sanitary Main within a five (5) foot strip of land that is owned by the Village on the perimeter of Thorngate Subdivision and located adjacent to the right-of way for Deerfield Road and Saunders Road; and

WHEREAS, Lake County has further requested a temporary easement over a portion of land owned by the Village that is part of the police station site at 845 Saunders Road, to facilitate construction staging and storage during the Project; and

WHEREAS, the President and Board of Trustees have determined that it is in the best interest of the Village and the general public to approve and authorize entering into a Permanent Sanitary Easement Agreement and Temporary Construction Easement, each with Lake County;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF RIVERWOODS, as follows:

SECTION ONE: The statements and findings contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION TWO: The “Permanent Sanitary Easement Agreement” and “Temporary Construction Easement” between the Village and Lake County, each substantially in the form attached as Exhibit A hereto, are hereby approved and confirmed, and the Village President and Village Clerk are hereby authorized and directed to execute and deliver such agreements on behalf of the Village, in a final form to be approved by the Village President and Village Attorney.

SECTION THREE: This Ordinance shall be in full force and effect from and after its adoption, approval and publication, as provided by law.

ADOPTED this 16 day of May, 2023 pursuant to a roll call vote as follows:

AYES:

NAYS:

APPROVED by me this 16 day of May, 2023.

Village President

Attest:

Village Clerk

EXHIBIT A TO ORDINANCE 23-05-06
PERMANENT SANITARY EASEMENT
AGREEMENT AND
TEMPORARY CONSTRUCTION AGREEMENT

This instrument was prepared by
and after recording, mail this instrument to:

Lake County Department of Public Works
18 North County Street
Waukegan, IL 60085
Attn: Engineering Department

Owner: Village of Riverwoods

County: Lake, IL
Project No.: 2020.130
P.I.N. No.: 16-31-107-001



PERMANENT SANITARY EASEMENT AGREEMENT

This Permanent Sanitary Easement Agreement (this "Agreement"), dated as of May ____, 2023, is made between the Village of Riverwoods, an Illinois home rule municipal corporation ("Grantor") and the County of Lake, Department of Public Works (together with its successors and assigns, "Grantee"). In consideration of the provisions below and other consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee agree as follows:

1. **BACKGROUND.** Grantor holds fee simple title to certain property (the "Subject Property") conveyed to Grantor by deed recorded December 4, 1995 as document 3755399 in Lake County, Illinois. The Subject Property is part of Outlot C ("Outlot C") in Thorngate Subdivision Unit 2, a plat of subdivision recorded June 28, 1994 as document 3560910 in Lake County, Illinois. Grantee desires to install and access a sanitary sewer main in, under, across, along and upon the surface of that portion of the Subject Property legally described in Exhibit A attached hereto and generally as depicted on Exhibit B attached hereto (the "Easement Area").

2. **GRANT OF EASEMENT.** Grantor hereby grants to Grantee a permanent and perpetual, non-exclusive easement (the "Easement") in, under, across, along and upon the surface of the Easement Area, for the sole purpose of allowing Grantee to install, renew, extend, operate, survey, maintain, repair, replace and remove, from time to time, a sanitary sewer main and/or its appurtenances (the "Facilities") used in connection with the underground transmission, distribution and/or collection of wastewater, provided that no permanent above-ground structures shall be permitted in the Easement Area.

3. **ACCESS.** Grantee shall have the right to ingress and egress to, in, over, under, across and through the Easement Area for any purpose necessary for the exercise of the easement rights granted in Section 2 herein; provided, however, that Grantee shall access the Easement Area only from the rights-of-way of Deerfield Road and/or Saunders Road and nothing in this Agreement shall grant rights to Grantee to access or use any portion of Outlot C outside of the Easement Area. Within the Easement Area, Grantee shall have the right to bore under pavement, the right to cut, trim or remove landscaping, trees, bushes and roots as may be reasonably required incident to the right herein given, and the right to enter upon the Easement Area for all these purposes. Upon completion of any of its activities thereon, Grantee, at its sole cost and expense, shall restore the Easement Area by restoring the grade of the Easement Area, replacing any removed pavement and re-establishing landscaping groundcover, substantially to its original level and condition. In all cases, except for times of emergency, Grantee shall notify Grantor in

writing in advance of its intentions to exercise the right of ingress and egress in and to the Easement Area.

4. ABATEMENT OF DANGEROUS CONDITION. Grantee shall be solely responsible for the operation, maintenance, upkeep, construction, removal, relocation, testing and/or remediation of the Facilities. If the Facilities threaten the public's health or safety, (i) Grantee shall take all necessary action to abate the dangerous condition and (ii) if the Grantee fails to undertake such abatement with due diligence, within 48 hours after Grantor gives Grantee notice thereof, Grantor shall have the right, but not the obligation, to take all necessary action to abate the dangerous condition, including restricting access near or installing barriers around the dangerous condition, and Grantee shall reimburse Grantor for all costs incurred by Grantor in the performance of such abatement.

5. RESERVATION OF RIGHTS. Grantor reserves its right to: (i) use the Easement Area for any use, in any manner that will not unreasonably prevent, impede, or interfere with Grantee's use of the Easement Area and (ii) grant other non-exclusive licenses or easements within the Easement Area that do not unreasonably prevent, impede, or interfere with Grantee's use of the Easement Area; provided, however, no permanent structures or other obstructions shall be placed over the Facilities or in, upon or over the Easement Area, without the approval of Grantee, which approval shall not be unreasonably conditioned, delayed, or withheld. The location of the Facilities by Grantee shall not conflict or interfere with other previously installed public improvements and any conflicts in subsequent use shall be subject to formal resolution and approval by Grantee.

6. ABANDONMENT. Grantee agrees that at such time and in the event the Easement described herein is abandoned by Grantee, this Agreement shall terminate and Grantor shall thereafter own the Easement Area free and clear of encumbrance by the Easement. In such event, Grantee shall, at no cost to Grantor, (i) remove the Facilities from the Easement Area, (ii) restore the Easement Area as required by this Agreement for work by Grantee in the Easement Area.

7. NO PUBLIC DEDICATION. Nothing herein contained shall be deemed to be a grant or dedication of any portion of the Easement Area to or for the general public or for any public purposes whatsoever, it being the intention of the parties that this Agreement shall be strictly limited to and for the purposes herein expressed.

8. NO LIENS. Grantee shall take all necessary action to keep the Easement Area free and clear of all liens, claims, and demands, including without limitation mechanic's liens, in connection with the Facilities, and (iv) cause, at Grantee's sole cost and expense, (a) any lien that is filed against the Easement Area in connection with the Facilities to be discharged and released, and (b) evidence of this discharge and release to be recorded against the Easement Area, all within 30 days after the date of filing of the lien.

9. INDEMNITY. Grantee assumes sole and complete responsibility for any personal injury, including death, and damage to property that may arise directly or indirectly from the use of the Easement Area by Grantee, its officers, directors, trustees, board members, partners, employees, agents and contractors. Grantee shall indemnify, hold harmless, defend, and release Grantor, its officials, officers, agents, and employees from and against any alleged loss, claim, damage, and expense (including, without limitation, attorneys' fees and litigation costs) that may be alleged or asserted against any of those parties in connection with (i) the Facilities, the Easement, or the use of the Easement Area by Grantee, or (ii) Grantee's performance of, or failure to perform, its obligations under this Agreement (collectively, the "Indemnified Claims"), whether or not any such performance or failure to perform is alleged to result from Grantee's breach of this Agreement, negligence, willful misconduct, or any other standard of conduct; however, this indemnity will not apply to the extent any Indemnified Claims are caused by the willful misconduct or gross negligence of Grantor.

10. **INSURANCE.** Grantee shall, at no cost or expense to Grantor, procure and maintain insurance policies, coverages, and limits comparable to that Grantee requires for work by private parties in Grantee's right-of-way, to protect Grantor, the Easement Area, the Subject Property, and the owner of Outlot C (other than the Easement Area) from the Indemnified Claims and all other actions by Grantee pursuant to this Agreement. Grantee will cause Grantor and the owner of Outlot C to be named as an additional insured on, and will provide to Grantor certificates of insurance acceptable to Grantor evidencing, the insurance required by this Section 10.

11. **COVENANTS RUNNING WITH THE LAND.** The Easement and the rights granted in this Agreement, the restrictions imposed by this Agreement, and the agreements and covenants contained in this Agreement shall run with the land, shall be recorded against the Easement Area, and shall be binding upon and inure to the benefit of Grantor and Grantee and their respective legal representatives, successors and assigns.

12. **NOTICES.** Any notice required or permitted to be given by any party upon the other shall be given by certified mail, return receipt requested, by nationally recognized overnight courier, or by personal delivery addressed as follows:

If to Grantor:

300 Portwine Road
Riverwoods, IL 60015
Attn: Village President

If to Grantee:

18 North County Street,
Waukegan, IL 60085
Attn: County Administrator

All notices shall be deemed given three (3) business days following deposit in the United States mail with respect to certified or registered letters, one (1) business day following deposit if delivered to an overnight courier guaranteeing next day delivery and on the same day if sent by personal delivery. Attorneys for each party shall be authorized to give notices for each such party. Any party may change its address for the service of notice by giving written notice of such change to the other party, in any manner above specified.

13. **ENTIRE AGREEMENT.** This Agreement may not be amended or modified in any respect whatsoever except by an instrument in writing that is signed by all parties to this Agreement and which is then recorded in the office of the Recorder of Deeds, Lake County, Illinois. This Agreement constitutes the entire agreement between the parties with respect to the matters set forth herein and supersedes all prior negotiations, discussions, writings and agreements between them in connection therewith.

14. **GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

15. **NO WAIVER.** Any act or omission by Grantor that may constitute a waiver of one or more its rights under this Agreement shall not constitute or be deemed to be a waiver of any other right that Grantor has or may have in the future under this Agreement.

16. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, Grantor and Grantee have hereunder set their hands and seals this 16 day of May, 2023.

GRANTOR:

VILLAGE OF RIVERWOODS

By: _____
Its: Village President

Attest: _____
Deputy Clerk

GRANTEE:

COUNTY OF LAKE

By: _____
Its: County Administrator

Attest: _____
County Clerk

ACKNOWLEDGMENTS

State of Illinois)
) ss
County of Lake)

I, _____, a Notary Public in and for said County and State aforesaid, do hereby certify that Kristine L. Ford and Moira K. Bowne, respectively the Village President and Deputy Clerk of the Village of Riverwoods, an Illinois municipal corporation, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this _____ day of May, 2023.

(SEAL)

Notary Public
My Commission Expires: _____

State of Illinois)
) ss
County of Lake)

I, _____, a Notary Public in and for said County and State aforesaid, do hereby certify that _____, respectively the County Administrator and County Clerk of the County of Lake, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed, sealed and delivered the said instrument as his or her free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this _____ day of May, 2023.

(SEAL)

Notary Public
My Commission Expires: _____

EXHIBIT A

LEGAL DESCRIPTION OF EASEMENT AREA

A PART OF OUTLOT C IN THORNGATE SUBDIVISION UNIT 2, BEING A SUBDIVISION OF PART OF THE NORTHEAST ¼ OF SECTION 36, TOWNSHIP 43 NORTH, RANGE 11 EAST AND THE NORTHWEST ¼ OF SECTION 31, TOWNSHIP 43 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE EASTERLY CORNER OF LOT 213 IN THORNGATE SUBDIVISION UNIT 2; THENCE N 41°40'59" W, 49.43 FEET; THENCE S 85°58'11" E, 85.18 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S 85°58'11" E, 5.00 FEET; THENCE N 04°01'49" E, 65.68 FEET; THENCE ALONG AN ARC TO THE LEFT WITH A CHORD BEARING N 43°03'30" W, LENGTH OF 57.53 FEET AND RADIUS OF 35.00 FEET; THENCE S 89°51'10" W, 7.47 FEET; THENCE S 04°01'49" W, 5.01 FEET; THENCE N 89°51'10" E, 7.84 FEET; THENCE ALONG AN ARC TO THE RIGHT WITH A CHORD BEARING S 43°03'30" E, LENGTH OF 49.31 FEET AND RADIUS OF 30.00 FEET; THENCE S 04°01'49" W, 65.68 FEET TO THE POINT OF BEGINNING.

PIN NUMBER(S): 16-31-107-006

COMMONLY KNOWN AS: 0 Deerfield Road, Riverwoods, Illinois 60015

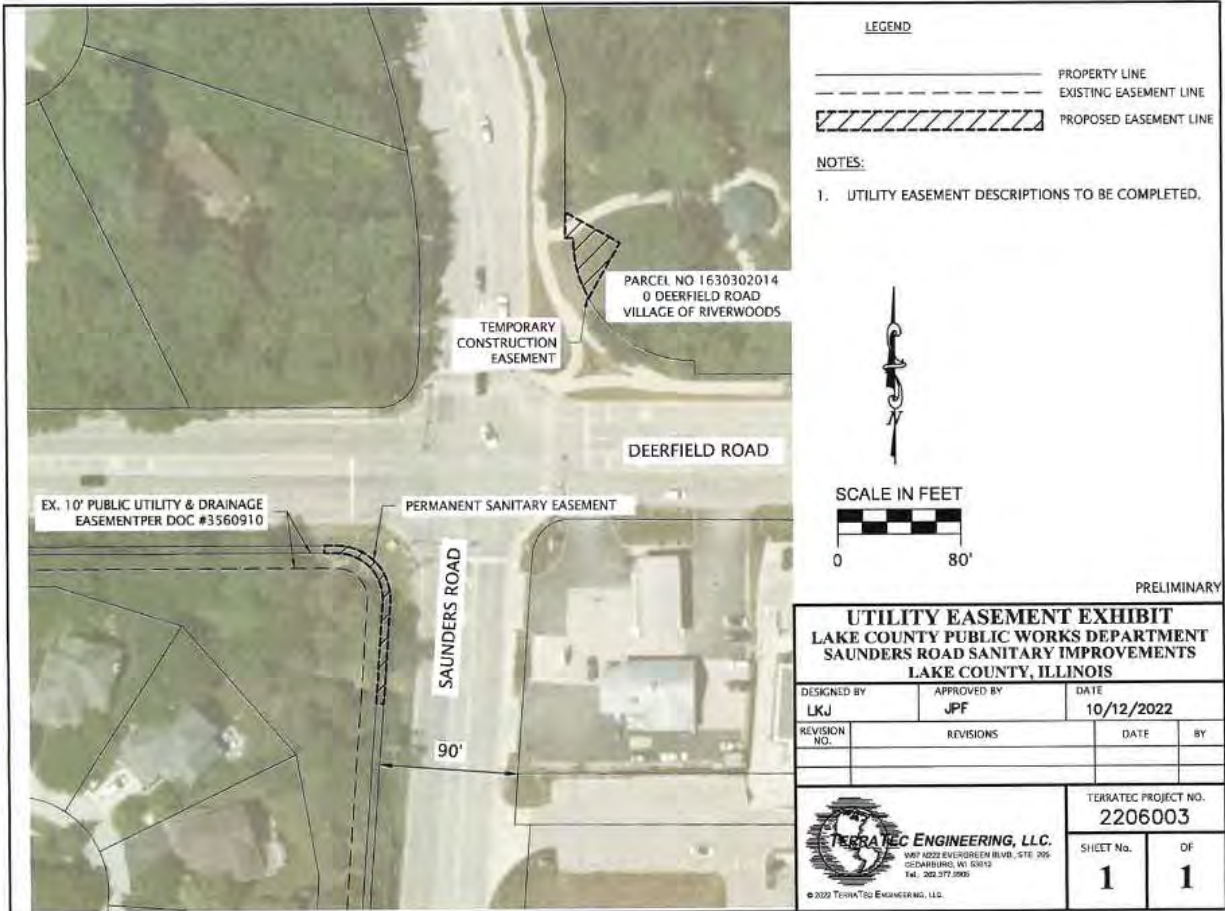
Owner: Village of Riverwoods

County: Lake, IL
Project No.: 2020.130
P.I.N. No.: 16-31-107-001

EXHIBIT B

DEPICTION OF EASEMENT AREA

[See area labeled Permanent Sanitary Easement below]



This instrument was prepared by
and after recording, mail this instrument to:

Lake County Department of Public Works
18 North County Street
Waukegan, IL 60085
Attn: Engineering Department

Owner: Village of Riverwoods

County: Lake, IL
Project No.: 2020.130
P.I.N. No.: 16-30-302-014



TEMPORARY CONSTRUCTION EASEMENT

This Temporary Construction Easement (this “Agreement”), dated as of May __, 2023, is made between the Village of Riverwoods, an Illinois home rule municipal corporation (“Grantor”) and the County of Lake, Department of Public Works (together with its successors and assigns, “Grantee”). In consideration of the provisions below and other consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee agree as follows:

1. **BACKGROUND.** Grantor and Grantee have entered into a Permanent Sanitary Easement Agreement dated the date hereof (the “Permanent Easement Agreement”). The term “Facilities” shall have the meaning given such term in the Permanent Easement Agreement. This Agreement is intended to provide certain temporary easements requested by Grantee to facilitate the installation of the Facilities.

2. **GRANT OF Easement.** Grantor grants to Grantee, for its use and for others designated by Grantee, for the term set forth below, a temporary easement (the “Temporary Easement”) to enter upon the surface of the unimproved real estate legally described and depicted in Exhibit A attached hereto as “Temporary Construction Easement” (the “Easement Area”) with personnel and vehicles for the purposes of construction staging, construction access and construction storage of sewer main pipe to facilitate installation of the Facilities. No underground installation of pipes or mains or other appurtenances in or under the Easement Area nor any above-ground permanent installation of any fixtures thereon are permitted by this Agreement.

3. **ACCESS.** Grantee shall have the right to ingress and egress to, in, over, under, across and through the Easement Area for any purpose reasonably necessary for the exercise of the easement rights granted in Section 2 herein. All use of the Easement Area shall be made in accordance with all applicable laws, rules, regulations and ordinances. Upon completion of any of its activities thereon, Grantee, at its sole cost and expense, shall restore the Easement Area by restoring the grade of the Easement Area, replacing any removed pavement and re-establishing landscaping groundcover, substantially to their original level and condition.

4. **TERM.** The term of the Temporary Easement and rights hereunder granted to Grantee shall expire upon completion of the Facilities or within one (1) year after the date hereof, whichever first occurs.

5. ABATEMENT OF DANGEROUS CONDITION. If Grantee's activities in the Easement Area threatens the public's health or safety, (i) Grantee shall take all necessary action to abate the dangerous condition and (ii) if the Grantee fails to undertake such abatement with due diligence, within 48 hours after Grantor gives Grantee notice thereof, Grantor shall have the right, but not the obligation, to take all necessary action to abate the dangerous condition, including restricting access near or installing barriers around the dangerous condition, and Grantee shall reimburse Grantor for all costs incurred by Grantor in the performance of such abatement.

6. COORDINATION WITH PUBLIC AGENCIES. Grantee acknowledges that access to the Easement Area and use thereof for construction staging should be undertaken with care to minimize interference with police and fire vehicles entering and exiting the police and fire stations whose driveways are located on Saunders Road immediately north of the Easement Area. Grantee will designate a liaison during construction of the Facilities to communicate concerning access issues with police and fire officials.

7. NO PUBLIC DEDICATION. Nothing herein contained shall be deemed to be a grant or dedication of any portion of the Easement Area to or for the general public or for any public purposes whatsoever, it being the intention of the parties that this Agreement shall be strictly limited to and for the purposes herein expressed.

8. NO LIENS. Grantee shall take all necessary action to keep the Easement Area free and clear of all liens, claims, and demands, including without limitation mechanic's liens, in connection with the Facilities, and (iv) cause, at Grantee's sole cost and expense, (a) any lien that is filed against the Easement Area in connection with the Facilities to be discharged and released, and (b) evidence of this discharge and release to be recorded against the Easement Area, all within 30 days after the date of filing of the lien.

9. INDEMNITY. Grantee assumes sole and complete responsibility for any personal injury, including death, and damage to property that may arise directly or indirectly from the use of the Easement Area by Grantee, its officers, directors, trustees, board members, partners, employees, agents and contractors. Grantee shall indemnify, hold harmless, defend, and release Grantor, its officials, officers, agents, and employees from and against any alleged loss, claim, damage, and expense (including, without limitation, attorneys' fees and litigation costs) that may be alleged or asserted against any of those parties in connection with (i) the Facilities, the Easement, or the use of the Easement Area by Grantee, or (ii) Grantee's performance of, or failure to perform, its obligations under this Agreement (collectively, the "Indemnified Claims"), whether or not any such performance or failure to perform is alleged to result from Grantee's breach of this Agreement, negligence, willful misconduct, or any other standard of conduct; however, this indemnity will not apply to the extent any Indemnified Claims are caused by the willful misconduct or gross negligence of Grantor.

10. INSURANCE. Grantee shall, at no cost or expense to Grantor, procure and maintain insurance policies, coverages, and limits comparable to that Grantee requires for work by private parties in Grantee's right-of-way, to protect Grantor and the Easement Area from the Indemnified Claims and all other actions by Grantee pursuant to this Agreement. Grantee will cause Grantor to be named as an additional insured on, and will provide to Grantor certificates of insurance acceptable to Grantor evidencing, the insurance required by this Section 10.

11. NOTICES. Any notice required or permitted to be given by any party upon the other shall be given by certified mail, return receipt requested, by nationally recognized overnight courier, or by personal delivery addressed as follows:

If to Grantor:

300 Portwine Road
Riverwoods, IL 60015

Attn: Village President

If to Grantee:

18 North County Street,
Waukegan, IL 60085
Attn: County Administrator

All notices shall be deemed given three (3) business days following deposit in the United States mail with respect to certified or registered letters, one (1) business day following deposit if delivered to an overnight courier guaranteeing next day delivery and on the same day if sent by personal delivery. Attorneys for each party shall be authorized to give notices for each such party. Any party may change its address for the service of notice by giving written notice of such change to the other party, in any manner above specified.

12. ENTIRE AGREEMENT. This Agreement may not be amended or modified in any respect whatsoever except by an instrument in writing that is signed by all parties to this Agreement. This Agreement constitutes the entire agreement between the parties with respect to the matters set forth herein and supersedes all prior negotiations, discussions, writings and agreements between them in connection therewith.

13. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

14. NO WAIVER. Any act or omission by Grantor that may constitute a waiver of one or more its rights under this Agreement shall not constitute or be deemed to be a waiver of any other right that Grantor has or may have in the future under this Agreement.

15. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

[Signature Page Follows]

IN WITNESS WHEREOF, Grantor and Grantee have hereunder set their hands and seals
this ____ day of May, 2023.

GRANTOR:

VILLAGE OF RIVERWOODS

By: _____
Its: Village President

Attest: _____
Deputy Clerk

GRANTEE:

COUNTY OF LAKE

By: _____
Its: County Administrator

Attest: _____
County Clerk

ACKNOWLEDGMENTS

State of Illinois)
) ss
County of Lake)

I, _____, a Notary Public in and for said County and State aforesaid, do hereby certify that Kristine L. Ford and Moira K. Bowne, respectively the Village President and Deputy Clerk of the Village of Riverwoods, an Illinois municipal corporation, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this _____ day of May, 2023.

(SEAL)

Notary Public
My Commission Expires: _____

State of Illinois)
) ss
County of Lake)

I, _____, a Notary Public in and for said County and State aforesaid, do hereby certify that _____, respectively the County Administrator and County Clerk of the County of Lake, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed, sealed and delivered the said instrument as his or her free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this _____ day of May, 2023.

(SEAL)

Notary Public
My Commission Expires: _____

EXHIBIT A

LEGAL DESCRIPTION OF EASEMENT AREA

A PART OF LOT 1, BLOCK 1 IN RIVERWOODS COUNTRY CLUB ESTATES, BEING A SUBDIVISION IN THE SOUTH HALF OF SECTION 30, TOWNSHIP 43 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 3, 1961 AS DOCUMENT 1128512 IN BOOK 37 OF PLATS, PAGES 9 AND 10, IN LAKE COUNTY, ILLINOIS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 2 IN BLOCK 1 OF RIVERWOODS COUNTRY CLUB ESTATES; THENCE S 11°41'32" W, ALONG THE WEST LINE OF SAID LOT 2, 110.00 FEET; THENCE S 14°00'11" E, 239.69 FEET; THENCE S 00°18'10" E, 59.65 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S 00°18'10" E, 22.62 FEET; THENCE S 89°41'47" E, 5.00 FEET; THENCE ALONG AN ARC TO THE LEFT WITH A CHORD BEARING S 15°07'39" E, 40.26 FEET, ARC LENGTH OF 40.71 FEET AND RADIUS OF 79.00 FEET; THENCE N 29°10'19" E, 46.09 FEET; THENCE N 60°49'35" W, 43.62 FEET TO THE POINT OF BEGINNING.

PIN NUMBER(S): 16-30-302-014

COMMONLY KNOWN AS: 845 Saunders Road, Riverwoods, Illinois 60015

Owner: Village of Riverwoods

County: Lake, IL

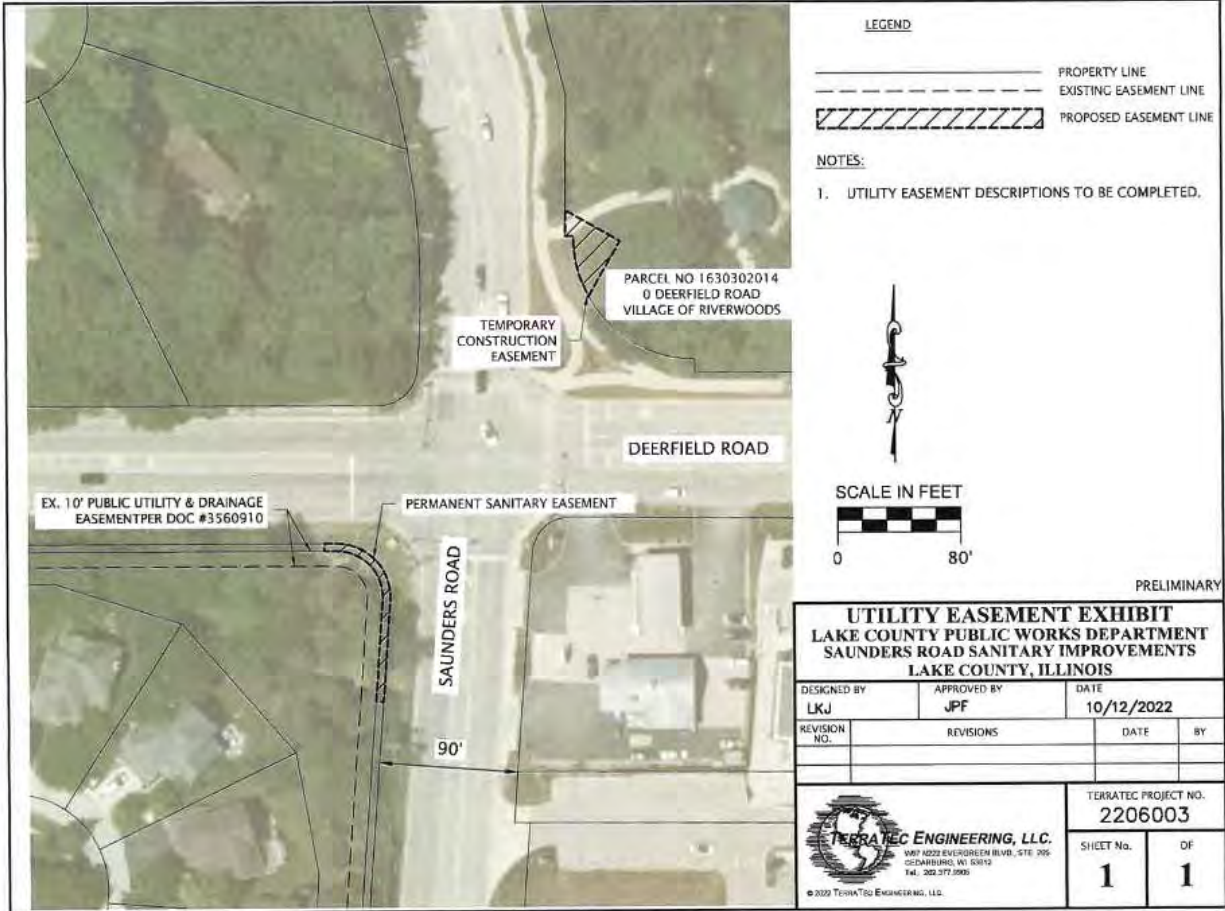
Project No.: 2020.130

P.I.N. No.: 16-30-302-014

EXHIBIT B

DEPICTION OF EASEMENT AREA

[See area labeled Permanent Sanitary Easement below]



ORDINANCE NO. 23-05-07

**AN ORDINANCE CONCERNING
THE POSITION AND DUTIES OF THE VILLAGE CLERK**

WHEREAS, the Village of Riverwoods (the “Village”) is a home rule municipality in accordance with the Constitution of the State of Illinois of 1970;

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs that protect the health, safety and welfare of its citizens;

WHEREAS, by Resolution No. 22-08-23, passed August 2, 2022, the position of Village Clerk was converted to an appointed position instead of an elected position, and the President and Board of Trustees find that the Village will benefit from further clarifying the position and duties of the Village Clerk.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF RIVERWOODS:

SECTION ONE: Section 1-8-1 of the Riverwoods Village Code is hereby restated to read in its entirety as follows:

1-8-1: APPOINTMENT; RESIDENCY; COMPENSATION

- A. The village clerk shall be an employee of the village appointed by the village president, with the concurrence of the board of trustees, and shall serve at the pleasure and under the direction of the village president.
- B. The village clerk shall not be required to reside within the village limits as a qualified elector. The village clerk may concurrently hold another position as a village employee.
- C. The village clerk shall receive as compensation such salary as determined by the board of trustees from time to time.

SECTION TWO: Section 1-8-3 of the Riverwoods Village Code is hereby restated to read in its entirety as follows:

1-8-3: DUTIES OF VILLAGE CLERK: The village clerk shall:

- A. Keep the corporate seal and all papers belonging to the village, the custody and control of which are not given to any other officers of the village. The clerk shall attend all meetings of the board of trustees, prepare minutes of such meetings for approval, and keep a full record of its proceedings in the manner required by law.

- B. Perform all duties and functions of village clerk as required by Illinois law as in effect or as amended from time to time.
- C. Serve as the primary Freedom of Information Act ("FOIA") Officer, process FOIA requests on a timely basis in compliance with Illinois law, and oversee FOIA compliance by other village staff members.
- D. Perform such other functions and duties as prescribed by the village president and board of trustees.

SECTION THREE: All ordinances, resolutions, motions or orders in conflict herewith be, and the same hereby are, repealed to the extent of such conflict. This Ordinance is adopted by the village as an exercise of its home rule powers under the Illinois Constitution of 1970, and by the authority granted by Illinois statutes.

SECTION FOUR: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form in the manner provided by law.

AYES:

NAYS:

PASSED & APPROVED this 16th day of May 2023.

Village President

Attest:

Village Clerk



412 S. Prindle Avenue
Arlington Heights, IL 60004
www.wrblc.com

Phone: 847-398-8399
Fax: 847-394-4456
E-mail: bill@wrblc.com

TO: Mayor Kris Ford and Board of Trustees
FROM: Bill Balling Managing Director, WRB,LLC
SUBJECT: Progress Report on Activities for the Village of Riverwoods
DATE: May 15, 2023

Mayor and Trustees,

I was retained on February 9, 2023 to provide services as the Interim Finance Director and provide an assessment on the performance of financial activities for the Village of Riverwoods. Services approved on February 9 were classified as Phase 1A, Financial and Organizational Services, and these services continue in the engagement. Subsequent to that authorization the Board authorized me to conduct two executive recruitments for a permanent Finance Director, and a Full time Director of Community Services. This work is referred to as Phase 1B was authorized on April 17, 2023, and the recruitment process has been launched. This memorandum focuses on the Phase 1A service, noting the milestone achievements and activities ongoing.

Phase 1A Progress: The overarching objective of this phase is to provide the Village well coordinated and professional financial services and support for the Village and conduct the affairs of the Village financial matters in an appropriate manner, meeting or exceeding the practices of well run Finance Departments until the permanent Finance Director is seated.

The milestone achievements to date with this phase has included:

1. **Coordinated work effort.** Assemble a finance team on an interim basis and continue to rely on existing staff resources to address the tasks to provide the support necessary to accomplish the work plan in finance, and

meet on a regular and consistent basis to ensure the Financial affairs of the Village are properly addressed.

2. **Support the independent audit Team** Keep the audit on schedule. Provide support and assistance to the audit team to keep the preparation of the audit on schedule.
3. **Successful conversion to BS&A software system.** Properly complete the conversion of the financial reporting system to BS&A and work out any anomalies.
4. **Get the quarterly reports accurate and submit to the Village Board.** Tie the financial reporting records to the audit and prepare and distribute the financial report for the first quarter of 2023 and beyond.
5. **Prepare monthly budget reporting to operating departments .**Prepare and issue the monthly monitoring report on budget to operating departments
6. **Professionally manage the financial affairs of the Village.** Ongoing support managing financial related issues to support staff and Village Board.
7. **Address the water rate increase from the Village of Northbrook.** Evaluate and recommend alternatives to pay for the increase in water purchases from the Village of Northbrook.
8. **Accommodate growing capital maintenance needs with Village utilities.** Evaluate the capital needs of the village capital maintenance needs and assess and recommend adjust water rate alternatives to consider
9. **Identify an average residential water user and present an estimate of various rate options.** Prepare an impact on various water rate options to a typical single family customer and present for consideration to the Board.
10. **Address Village Banking issues.** Address banking services and identify unclear electronic transactions working with Chase.

11. Staff and Board support related to financial services.

Respond to requests from staff or Village Board related to finance or other issues.

12. Evaluate the deployment of employee and contractor resources related to delivery of financial services. Assess and evaluate the organization structure of providing financial services with a focus on decentralization of assignments and considering a full time Director.

Going forward with providing seamless management services until a permanent Finance Director is seated includes:

1. Continue to address the management and timely performance of Financial services for the Village in support of the Board, staff and consultant teams.
2. Provide support and assistance on selection and implementation of a new water rate including costs to cover higher water purchases and an appropriate capital maintenance reserve and funding mechanism.
3. Support team efforts at finalizing updates to the capital improvement program .
4. Continue to issue accurate and readable quarterly financial reports.
5. Once a new Finance Director is selected assist in orientation and briefing programs.
6. Professionally respond to requests from the Village Board and staff on important issues confronting the Village as a part of the management team.
7. Address unforeseen financial issues successfully until the seating of the permanent Finance Director.
8. Bring to closure, working with Chase, to address banking issues, with recommendation on maximizing investment returns, accountability, and operational issues.

An estimated budget was presented by WRB for services as Finance Director and related financial services along with an initial cap requested by the Village Board, of \$40,000 to address the tasks at hand. As the project launched issues arose that

proved to be more sizable and complex than anticipated and additional effort was required to maintain implementation demands and address issues as they arose. The Agreement, provided for additional authorizations to be considered by the Village. To date payments for February and March have been received totaling \$48,981 and work continues. The overbudget amount of \$8,981 is due to project transition issues. The Invoice for April services is pending in the amount of \$29,636. I anticipate that assignments in providing interim financial services would continue until the permanent Finance Director is seated.

While Phase 1 B work officially will be launched this week, and preliminary work has been undertaken by myself and the Associate who will be working with me on both the Finance Director recruitment and the Director of Community Services recruitment. Both recruitments have been approved as fix sum priced contracts for professional recruitment services . At this point I would plan for a 4-6 month recruitment process although there are variables which are not in the control of the Village which could impact that time estimate.

OLD BUSINESS