



**THE VILLAGE OF HAWTHORN WOODS  
SPECIAL VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, FEBRUARY 25, 2019  
7:00 P.M.**

**MINUTES**

**I. CALL TO ORDER AND ROLL CALL**

Mayor Mancino called the meeting to order at 7:09 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Kosik, Riess, Corrigan, DiMaggio and David. Trustee Kaiser was absent.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Kristin Kazenas, Chief of Police Jennifer Paulus, Director of Parks and Recreation Brian Sullivan, Village Engineer Lee Fell, PE, Village Landscape Designer Brad Dethloff and Village Attorney Patrick Brankin.

**II. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

None this month.

**III. PRESENTATION**

A. Presentation of the DUI Award – Brian Cvitkovich

Ms. Lobaito read the resolution into the record, and Mayor Mancino presented Officer Cvitkovich with his award.

B. Presentation by Illinois Association of Chiefs of Police to Jennifer Paulus, Certified Police Chief

Bill Kushner, Des Plaines Chief of Police and Regional Vice-President of the Illinois Association of Chiefs of Police, presented Chief Paulus with her Certified Chief of Police designation. Chief Kushner noted that less than 7% of all police chiefs in Illinois are certified.

**IV. MAYOR'S REPORT AND COMMITTEE REPORTS**

A. Mayors Report -----Joseph Mancino, Mayor  
Mayor Mancino reported that he recently met with several County Board members to address some of the needs of the Village of Hawthorn Woods as well as to discuss our position on Rt. 53.

1. Appointment of Laurel Kaiser to the America In Bloom Committee

2. Appointment of Richard Kirshner to the America In Bloom Committee
3. Appointment of Patrick Rafferty to the America In Bloom Committee

Motion by David, second by DiMaggio to appoint those individuals identified in items #1 through #3 to the American In Bloom Committee.

Voice vote.

Ayes: 5  
Nays: 0  
Abstain: 0  
Absent: 1  
Motion carried.

B. Environmental Committee-----John Bickley, Chair  
Steve Riess, Trustee Liaison

No report this month.

C. Zoning Board of Appeals-----John Kosik, Chair  
Dominick DiMaggio, Trustee Liaison

No report this month.

D. Planning, Building and Zoning Commission -----Jim Merkel, Chair  
Dominick DiMaggio, Trustee Liaison

1. Approval of an Ordinance Rezoning Land Within the Village of Hawthorn Woods to R2 One-Family Residence District—K. Hovnanian T & C Homes at Illinois, LLC—Approximately 22 Acres Located at the Northwest Corner of Midlothian Road and Landover Parkway

Motion by Corrigan, second by David to approve an Ordinance Rezoning Land Within the Village of Hawthorn Woods to R2 One-Family Residence District—K. Hovnanian T & C Homes at Illinois, LLC—Approximately 22 Acres Located at the Northwest Corner of Midlothian Road and Landover Parkway.

Jim Truesdell, K. Hovnanian, was present and discussed with the Board the site plan, final plat, building elevations and other items related to the Villas at the Commons subdivision. The Board commended Mr. Truesdell for working with the Village to address our concerns and suggestions.

Discussion ensued regarding the fact that the park will be homeowner association owned. Mr. Sullivan indicated the responsibility of the homeowners association to maintain the park was documented in the covenants. The park will have public access, but be privately owned.

Mr. Brankin indicated that he will ensure language is in the covenants that specify the maintenance and ownership of the park cannot be changed.

The homeowner association turnover date was discussed. K. Hovnanian will work with the Village Attorney on clarifying this language in the covenants.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kaiser

Motion carried.

2. Approval of an Ordinance – Granting a Special Use Permit for a Planned Unit Development Plan and Plat, Granting Final Subdivision Plat Approval, Granting Final Engineering Subdivision Plan Approval, Granting Final Landscape Plan Approval, and Granting Certain Relief From the Village’s Zoning Ordinance, Subdivision Control Ordinance, and Building Regulations Ordinance—K. Hovnanian T & C Homes at Illinois, LLC—The Villas at the Commons—Northwest Corner of Midlothian Road and Landover Parkway

Motion by Riess, second by Corrigan to approve an Ordinance – Granting a Special Use Permit for a Planned Unit Development Plan and Plat, Granting Final Subdivision Plat Approval, Granting Final Engineering Subdivision Plan Approval, Granting Final Landscape Plan Approval, and Granting Certain Relief From the Village’s Zoning Ordinance, Subdivision Control Ordinance, and Building Regulations Ordinance—K. Hovnanian T & C Homes at Illinois, LLC—The Villas at the Commons—Northwest Corner of Midlothian Road and Landover Parkway.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kaiser

Motion carried.

3. Approval of an Ordinance Granting a Special Use Permit for Display Homes—K. Hovnanian T & C Homes at Illinois, LLC—The Villas at the Commons Subdivision

Motion by Riess, second by Kosik to approve an Ordinance Granting a Special Use Permit for Display Homes—K. Hovnanian T & C Homes at Illinois, LLC—The Villas at the Commons Subdivision.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None  
Absent: Kaiser  
Motion carried.

4. Approval of an Ordinance Authorizing the Execution of the Villas at the Commons Subdivision Improvement Agreement—K. Hovnanian T & C Homes at Illinois LLC

Motion by Corrigan, second by DiMaggio to approve an Ordinance Authorizing the Execution of the Villas at the Commons Subdivision Improvement Agreement—K. Hovnanian T & C Homes at Illinois LLC.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David  
Nays: None  
Abstain: None  
Absent: Kaiser  
Motion carried.

5. Approval of an Ordinance Authorizing the Acceptance of the Covenants for the Villas at the Commons Homeowners' Association—K. Hovnanian T & C Homes at Illinois LLC—The Villas at the Commons Subdivision

Motion by Corrigan, second by Kosik to approve an Ordinance Authorizing the Acceptance of the Covenants for the Villas at the Commons Homeowners' Association—K. Hovnanian T & C Homes at Illinois LLC—The Villas at the Commons Subdivision, subject to Village Attorney review and determination on the terms of the turnover date.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David  
Nays: None  
Abstain: None  
Absent: Kaiser  
Motion carried.

- E. Finance Committee-----Jayne Kosik, Chair  
Kelly Corrigan, Trustee Liaison  
No report this month.

## V. NEW BUSINESS

### A. Consent Agenda

1. Approval of the January 7, 2019 Village Board Meeting Minutes
2. Approval of Bills Paid List Dated February 2019

3. Approval of Paid Invoice List Dated February 2019
4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 11, Section 11-1-1L—Aquatic Center Fees
5. Approval of an Ordinance Authorizing the Execution of an Amendment of the High Pointe Estates Subdivision Improvement Agreement – OK Capital, Incorporated and Taylor Morrison
6. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Latest Rumor
7. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Second Time Around
8. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Save the Clocktower
9. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Face N Time
10. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Hip Pockit
11. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Bossydog
12. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Moon Money
13. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Saturday June Band
14. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Magic Frank Blues Band
15. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Evo Band
16. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Déjà vu
17. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Comstock Lode
18. Approval of an Ordinance Repealing “An Ordinance Providing for and Requiring the Submission of the Proposition for Increasing the Limiting Rate for the Village of Hawthorn Woods, Lake County, Illinois, to the Voters of said Village at the Consolidated Election to be held on the 2<sup>nd</sup> day of April, 2019”
19. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter Into an Agreement with the Lake Zurich Lacrosse Club
20. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter Into an Agreement with the Hawthorn Woods Elite Soccer Club
21. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter Into an Agreement with the Lake County Lightning Baseball
22. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter Into an Agreement with the Lake County Stars Baseball
23. Approval of a Resolution for Construction on State Highway
24. Approval of a Resolution Recognizing National Engineers Week 2019

25. Approval of a Resolution of Appreciation—Police Officer Brian Cvitkovich

Item #1 was removed from the Consent Agenda.

Motion by DiMaggio, second by Corrigan to approve the Consent Agenda with the exception of agenda item #1.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kaiser

Motion carried.

Motion by Riess, second by Kosik to approve Consent Agenda item #1, Approval of the January 7, 2019 Village Board Meeting Minutes.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio

Nays: None

Abstain: David

Absent: Kaiser

Motion carried.

B. Items for Separate Action

1. Discussion Regarding Building Elevations in N1 – Pulte Homes

Dave Cumming, Pulte Homes, discussed with the Board Pulte's request to utilize N2 and N3 homes in the N1 area. The Board was agreeable to this request and asked that Mr. Cumming put his request in writing to Ms. Newton who was given administrative authority to grant the request.

2. Acceptance of Phase 2, Phase 3, and Neighborhood 3 Park – Pulte Homes – Hawthorn Hills Subdivision

Motion by DiMaggio, second by Corrigan to accept Phase 2, Phase 3, and Neighborhood 3 Park – Pulte Homes – Hawthorn Hills Subdivision.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kaiser

Motion carried.

3. Approval of a Release of Hawthorn Hills Letter of Credit No. 3121784 in the Amount of \$377,642.94 – Phase 2, Letter of Credit No. 3121785 in the Amount of \$525,037.83 – Phase 3, and Letter of Credit No. 3121790 in the Amount of \$23,842.50 – Neighborhood 3 Park

Motion by Riess, second by Kosik to approve the Release of Hawthorn Hills Letter of Credit No. 3121784 in the Amount of \$377,642.94 – Phase 2, Letter of Credit No. 3121785 in the Amount of \$525,037.83 – Phase 3, and Letter of Credit No. 3121790 in the Amount of \$23,842.50 – Neighborhood 3 Park.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kaiser

Motion carried.

4. Approval of an Ordinance Authorizing the Execution of a Bill of Sale and Assignment for Phase 2, Phase 3 and Neighborhood 3 Park—Pulte Home Company, LLC

Motion by DiMaggio, second by Corrigan to approve an Ordinance Authorizing the Execution of a Bill of Sale and Assignment for Phase 2, Phase 3 and Neighborhood 3 Park—Pulte Home Company, LLC.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kaiser

Motion carried.

5. Discussion Regarding the Purchase of iPad Pro Tablets

Trustee Riess lead the discussion on the purchase of iPad Pro tablets for Village Board members as an alternative to paper Board packets. He highlighted the ability to notate documents with a pen, track information, and storage capabilities. After much discussion, Trustee Riess is to invite Apple representatives to Village Hall to meet two on two to learn more about this option.

## VI. OLD BUSINESS

- A. None this month.

## VII. ADMINISTRATION REPORTS

### A. Annual Report from the Chief Operating Officer—Pamela O. Newton, MSOL

#### 1. Monthly Update—Village Operations

Ms. Newton reported that the Village received an Urban Forestry Award from the Morten Arboretum, and that Brian Sullivan was recognized by the Illinois recreation and Park Ethnic Minority Society.

### B. Report from the Village Attorney—Patrick Brankin

Mr. Brankin reported on his attendance at a seminar on cannabis and provided the Board with information he obtained.

### C. Reports from Department Heads

#### 1. Chief Administrative Officer—Donna Lobaito

##### a. Chief Administrative Officer's Annual Report

Ms. Lobaito's report is in the packet.

##### b. Village Clerk's Annual Report

Ms. Lobaito spoke about the increase in FOIA requests in 2018.

#### 2. Chief Financial Officer—Kristin Kazenas, CPA, MBA, CPFO

##### a. Finance Department's Annual Report

Ms. Kazenas' report is in the packet.

##### 1. Presentation of Wellness Committee Annual Report

Ms. Kazenas reported on the many successes of last year's Wellness Committee. She mentioned the introduction of the Wellness Wednesday's Lunch and Learn sessions.

##### b. Human Resources Department's Annual Report

Ms. Kazenas' report is in the packet.

##### c. Risk Management Department's Annual Report

Ms. Kazenas' report is in the packet.

- d. Business Continuity Work Group’s Annual Report

Ms. Kazenas’ report is in the packet.

3. Chief of Police—Jennifer R. Paulus
  - a. Police Department’s Annual Report

Chief Paulus’ report is in the packet.

4. Director of Public Works/Village Engineer—Erika M. Frable, PE
  - a. Public Works Department Report

Ms. Frable’s report is in the packet.

5. Director of Parks and Recreation—Brian J. Sullivan, MPA, CPSI, CPRP
  - a. Parks and Recreation Report

Mr. Sullivan’s report is in the packet.

## **VIII. EXECUTIVE SESSION**

- A. Purchase of Property (5 ILCS 120/2(c) 1), Discussion of Probable or Pending Litigation (5 ILCS 120/2(c) 11), and Discussion of Executive Session Minutes (5 ILCS 120/2(c) 21)

Motion by DiMaggio, second by Corrigan to enter into Executive Session for the purposes of Purchase of Property (5 ILCS 120/2(c) 1), Discussion of Probable or Pending Litigation (5 ILCS 120/2(c) 11), and Discussion of Executive Session Minutes (5 ILCS 120/2(c) 21)

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kaiser

Motion carried.

Mayor Mancino announced that no business would be conducted after Executive Session. The Board moved into Executive Session at 9:10 p.m.

## **IX. ADJOURNMENT**

Motion by Corrigan, second by DiMaggio to adjourn the meeting.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, DiMaggio, David

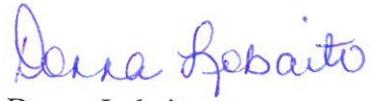
Nays: None

Abstain: None

Absent: Kaiser  
Motion carried.

The motion carried and the meeting adjourned at 9:35 p.m.

Respectfully submitted,



Donna Lobaito  
Village Clerk