



**THE VILLAGE OF HAWTHORN WOODS  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, MAY 23, 2022  
5:00 P.M.**

**MINUTES**

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

Mayor DiMaggio called the meeting to order at 5:01 p.m. Roll call indicated the following members were present: Mayor DiMaggio; Trustees Kaiser, Riess, Bayer, David and Rychlik. Trustee McCarthy was absent.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Katreina York, Director of Public Safety John Malcolm, Public Works Director/Village Engineer Erika Frable, PE, Parks and Recreation Director Brian Sullivan, Community Development Director Chris Heinen, and Village Attorney Patrick Brankin.

Mayor DiMaggio stated that due to the ongoing pandemic, it has been determined it is not prudent or practical to meet in person, and tonight's meeting was being held on Zoom. Ms. Lobaito was present at Village Hall for the duration of the meeting.

**II. PLEDGE OF ALLEGIANCE**

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

None this month.

**IV. PUBLIC HEARINGS AND BOARD ACTION**

- A. A Public Hearing Pertaining to the Annexation Agreement for the HH-HW-RE, LLC Property, Gilmer Road and Illinois Route 176

Motion by Riess, second by Bayer to open the public hearing.

Roll call vote.

Ayes: Kaiser, Riess, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: McCarthy

Motion carried, and the public hearing was opened at 5:03 p.m.

Mr. Heinen provided an overview of the property to be annexed and the annexation agreement. The property owner was on the Zoom call to answer any questions. Mr. Heinen

noted that at this time, not all the uses are known for the entirety of the property with the exception of the events venue. As such, there are three zoning classifications being sought. As each parcel develops, the annexation agreement indicates the applicant will have to come back to the Planning, Building and Zoning Commission and Village Board for approvals.

There were no questions or comments by the Board members or the public.

Motion by Riess, second by David to close the public hearing.

Roll call vote.

Ayes: Kaiser, Riess, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: McCarthy

Motion carried, and the public hearing closed at 5:06 p.m.

- B. Approval of an Ordinance Adopting a Certain Annexation Agreement with the Village of Hawthorn Woods at the Intersection of Gilmer Road and Illinois Route 176 - HH-HW-RE, LLC

Motion by Kaiser, second by Rychlik to approve an Ordinance Adopting a Certain Annexation Agreement with the Village of Hawthorn Woods at the Intersection of Gilmer Road and Illinois Route 176 - HH-HW-RE, LLC.

Roll call vote.

Ayes: Kaiser, Riess, Bayer, David, Rychlik, DiMaggio

Nays: None

Abstain: None

Absent: McCarthy

Motion carried.

- C. Approval of an Ordinance Annexing Property to the Village of Hawthorn Woods - HH-HW-RE, LLC Property – Approximately 41.01 Acres Located at the Intersection of Gilmer Road and Illinois Route 176 (PINS#10-21-300-025 & 10-28-100-026)

Motion by Riess, second by Kaiser to approve an Ordinance Annexing Property to the Village of Hawthorn Woods - HH-HW-RE, LLC Property – Approximately 41.01 Acres Located at the Intersection of Gilmer Road and Illinois Route 176 (PINS#10-21-300-025 & 10-28-100-026).

Roll call vote.

Ayes: Kaiser, Riess, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: McCarthy

Motion carried.

- D. Approval of an Ordinance Rezoning Newly Annexed Land Within the Village of Hawthorn Woods to R-3 General Residence District, GO General Office District, and B Retail Business/Commercial District - HH-HW-RE, LLC – Intersection of Gilmer Road and Illinois Route 176 – Approximately 41.01 Acres

Motion by Kaiser, second by Rychlik to approve an Ordinance Rezoning Newly Annexed Land Within the Village of Hawthorn Woods to R-3 General Residence District, GO General Office District, and B Retail Business/Commercial District - HH-HW-RE, LLC – Intersection of Gilmer Road and Illinois Route 176 – Approximately 41.01 Acres.

Roll call vote.

Ayes: Kaiser, Riess, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: McCarthy

Motion carried.

**V. MAYOR’S REPORT, COMMITTEE REPORTS AND OTHER REPORTS**

- A. Mayor’s Report-----Dominick DiMaggio, Mayor

Mayor DiMaggio reported he met with Mr. Heinen and Ms. Newton regarding new development opportunities, goals and tax revenue. He also met with homeowner associations regarding the referendum. Mayor DiMaggio testified at a hearing before the Police Pension Fund Board on behalf of former Chief Paulus. The golf outing was a success and well attended this year. Lastly, Mayor DiMaggio reported that he and Ms. Newton met with representatives from Lake Zurich to assist the owners of the Flex property.

1. Reappointment of John Kosik to the Zoning Board of Appeals as Chairperson
2. Reappointment of Harry Schildkraut to the Zoning Board of Appeals
3. Reappointment of James Merkel to the Planning, Building and Zoning Commission as Chairperson
4. Reappointment of David Lindquist to the Planning, Building and Zoning Commission
5. Reappointment of Dante Tisci to the Planning, Building and Zoning Commission
6. Approval of Dennis Hoppe to the Police Pension Board

Motion by Riess, second by Rychlik to approve items #1 - #6 under the Mayor’s Report.

Roll call vote.

Ayes: Kaiser, Riess, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: McCarthy  
Motion carried.

- B. Sustainability Committee-----John Bickley, Chair  
Steve Riess, Trustee Liaison  
Trustee Riess said the committee is finalizing the Urban Forestry Management Plan and working to incorporate it into our tree ordinance. We will be submitting to the Morton Arboretum soon for a grant. Trustee Riess indicated 500+ trees were given away for Arbor Day. The committee is discussing a program to track past trees from the Arbor Day giveaway.
- C. Zoning Board of Appeals-----John Kosik, Chair  
Cathy Bayer, Trustee Liaison  
No report this month.
- D. Planning, Building and Zoning Commission-----Jim Merkel, Chair  
Thomas Rychlik, Trustee Liaison  
No report this month.
- E. Finance Committee-----Jayne Kosik, Chair  
Jodi McCarthy, Trustee Liaison  
Ms. York reported that grad students from NIU conducted financial research on the aquatic center. The committee discussed the reserve and investment policies and aquatic center revenues.

1. Approval of March Financial Statements

Motion by Riess, second by Bayer to approve the February Financial Statements.

Roll call vote.

Ayes: Kaiser, Riess, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: McCarthy

Motion carried.

- F. Hawthorn Woods In Bloom-----Lauren Vondrasek, Chair  
James W. Kaiser, Trustee Liaison  
Ms. Newton reported a press release is in the works regarding the \$25,000 grant the Village received. The ribbon cutting ceremony for the Indian Creek Nature Preserve is set for June 16, 2022.

- G. Public Safety Department-----Mike David, Trustee Liaison  
Trustee David reported there was no meeting this month.

## **VI. NEW BUSINESS**

### **A. Consent Agenda**

1. Approval of the April 25, 2022 Village Board Meeting
2. Approval of Bills List Dated May 2022
3. Approval of the Paid List Dated May 2022
4. Approval of an Ordinance Authorizing the Sale or Disposal of Personal Property Owned by the Village of Hawthorn Woods
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Business Licenses – Title 3, Section 3-1-3 – License Required
6. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 11, Section 11-1-1. B.12—Capital Improvement and Community Development Fee
7. Approval of an Ordinance Authorizing the Mayor to Enter Into an Intergovernmental Agreement Between Lake County and the Village of Hawthorn Woods—Collaborative Use of the Lake County Law Enforcement Records Management System
8. Approval of an Ordinance Authorizing the Mayor to Enter Into an Intergovernmental Agreement Between Lake County and the Village of Hawthorn Woods—Collaborative Use of the Lake County Mobile Citation System (Brazos)
9. Approval of a Resolution Recognizing Public Works Week 2022 “Ready and Resilient”
10. Approval of a Resolution Recognizing Police Week 2022
11. Approval of a Resolution Proclaiming the Week of June 20 – 26, 2022 as National Pollinator Week

Motion by David, second by Kaiser to approve the Consent Agenda.

Roll call vote.

Ayes: Kaiser, Riess, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: McCarthy

Motion carried.

### **B. Items for Separate Action**

1. None this month.

## **VII. OLD BUSINESS**

### **A. None this month.**

## VIII. ADMINISTRATION REPORTS

### A. Report from the Chief Operating Officer – Pamela O. Newton, MSOL, CM

Ms. Newton reported the Village was notified today that we are the recipient of an award from the GFOA for our 2020 PAFR. Ms. Newton along with Ms. Frable and Ms. York presented a PowerPoint summary regarding the road referendum.

### B. Report from the Village Attorney

Mr. Brankin's report will be provided in Executive Session.

### C. Annual Reports from Department Heads

#### 1. Chief Administrative Officer – Donna Lobaito, RMC, CMC

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

Ms. Lobaito reported she spent time working on the events venue annexation agreement.

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

Ms. Lobaito reported that she has been appointed to the Policy Review Committee of the International Institute of Municipal Clerks. Additionally, she has created a spreadsheet to assist department heads with information pertaining to Village contracts.

#### 2. Chief Financial Officer – Katreina York, MBA, MSA

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

Ms. York reported the audit information will be on the June Village Board agenda.

#### 3. Public Safety Director – John Malcolm

##### a. Public Safety Department's Report

Director Malcolm reported on his attendance at various meetings including the Lake County Chief's, Code Red Reverse, Lake County Sheriff's IT, and state-wide terrorism. He researched grant opportunities, reviewed various training opportunities with Ms. Filenko's assistance, and noted the sergeant's list is completed.

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

Ms. Frable reported her department has been assisting with opening the aquatic center. She also reported that she has committed the Village to joint bid for road salt through Central Management Services, and she will bring a contract to the Board in the future.

5. Director of Parks and Recreation – Brian J. Sullivan, MPA, CPSI, CPRP
  - a. Parks and Recreation Department’s Report

Mr. Sullivan reported on work his crew performed at the aquatic center and gazebo at Community Park. He noted they are developing trails at Indian Creek Nature Preserve. The aquatic center will open this Saturday, and pool passes and swim lesson revenue is trending up from last year. Mr. Sullivan will look into cameras for our parks.

6. Director of Community Development – Chris Heinen
  - a. Community Development Department’s Report

Mr. Heinen reported on the completion of the annexation of the events venue property. He noted a site plan has been received and will be forthcoming to the Board. He’s met with a commercial developers for property at Quentin and Rt. 22, and the Pulte property. He is working on a couple other annexations. Additionally, he anticipated MI Homes to break ground in the country club this fall. He applied for a \$1.5 million grant from Rep. Sean Casten’s office, and we have made it past the first round.

## **IX. EXECUTIVE SESSION**

### **A. Probable or Pending Litigation (5 ILCS 120/2(c) 11)**

Motion by Bayer, second by Rychlik to enter into Executive Session for Probable or Pending Litigation (5 ILCS 120/2 (c) 11).

Roll call vote.

Ayes: Kaiser, Riess, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: McCarthy

Motion carried.

Mayor DiMaggio indicated there would be no business conducted after Executive Session.

**X. ADJOURNMENT**

The meeting adjourned into Executive Session at 6:30 p.m.

Respectfully submitted,



Donna Lobaito  
Village Clerk