
GETTING TO KNOW
YOUR VILLAGE

As we begin the new year, we'll be introducing you to the many faces that make our Village work. Over the next few issues you will meet them all.

VILLAGE
GOVERNMENT

All Riverwoods Board of Trustees and Plan Commission meetings are held at the Village Hall unless otherwise specified and are open to the public; residents are encouraged to attend.

Riverwoods Village Board

1st and 3rd Tuesdays at 7:30pm. Jan 19, Feb 2, 16, Mar 1, 15 and April 5, and 19.

Riverwoods Plan Commission

1st Thursday at 7:30pm. Feb 4, Mar 3 and April 7.

GET INVOLVED
IN RIVERWOODS

Village of Riverwoods Senior Program

Michelle Smith
847-945-3990

Riverwoods Preservation Council (RPC)

Mike Clayton, president
riverwoodsrpc@comcast.net

Riverwoods Residents Association (RRA)

Jill Kaplan
847-945-0062

Riverwoods Book Club

June Melber
847-940-7086
argos501@aol.com

Plant Sale Committee

Margie Kaul
847-945-5131
or Sheila Hollander
847-945-4879



Riverwoods

VILLAGE VOICE



Getting to Know Your Village of Riverwoods Building Department

By Rick Jamerson, Village Trustee

The Village Building Department is comprised of two Village employees, Rob Durning and Meghan Richardson, and is supplemented by our outside consultants; Steve Zimmerman, Village Ecologist; Pat Glenn, Village Engineer; and Mike Murrin, Village Plumbing Inspector. Our Building Department may be small, but this year, we processed 180 building permits with a construction value of almost \$13 million.

During 2015 we moved from an old and no longer supported software to a new integrated software system. Our future plans include digitizing all of our property records. Since our Village is rather small, we maintain a file on every property. In most cases, we have information that goes all the way back to the original construction of the residence as well as all additions

and modifications that have required permits. We are also working on a permit request form that can be filled out online. Once completed, this option should streamline many permit submissions.

The Building Department's main function is to ensure construction is done according to the various building, plumbing, and electrical codes as well as meeting all zoning and woodland ordinances. This is not always as easy as it may sound. Code enforcement and nuisance abatement is also handled by the Building Department. These include handling issues like watering restriction violations, exterior lighting violations, and property maintenance.

Building permits are required for all new homes, additions, sheds, accessory buildings, decks, and patios. Some other work requiring a permit include remodeling, re-roofing, new and replacement driveways, siding installation, and sewer and water repairs and installations. If you are planning any type of construction, please call the Building Department and ask if a permit is needed. Tree removal, whether dead, dying, storm-damaged, or still alive, also requires a permit. Re-grading and/or adding fill to your property

Continued on page #8



Riverwoods Village Voice is published bimonthly by the Village of Riverwoods. The purpose is to provide a communication forum and information for residents. The views expressed in the newsletter are not necessarily those of the Mayor or members of the Board of Trustees.

Editor: Jackie Borchew.

Any resident wishing to become a newsletter staff volunteer please call the Village Hall at 847-945-3990 and leave your name and phone number.



SEND IN THOSE
LETTERS!

Letters from residents and Riverwoods homeowners' associations are invited and encouraged. Preferred length: approximately 250 words or less, typed. All letters must include the author's name, address and phone number. Letters may be printed, space permitting, but may be edited for grammar, clarity and length. If controversial topics are addressed, the editor will seek opposing viewpoints for balance.

Deadline for the March/April 2016 issue:

February 22, 2015.

Send to:

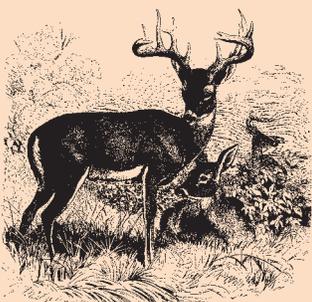
Editor

Riverwoods Village Voice

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Village Revenues and Budgeting

In the last edition of the Village Voice, I explained how only 1.8% of a resident's entire property tax bill is received by the Village. Our property tax is used for police services. The police levy collected in 2016 will amount to \$496,000, which is less than the cost of operating the department and none of it is used to pay for other village services. In this installment, I would like to give a brief, if simplified, overview of how the Village raises other revenues, pays bills, and keeps track of our finances.

Village Services

Some of the functions that the Village performs could be stated as follows: (1) building department, (2) police protection, (3) operating the water and sewer systems, (4) protecting the natural environment, and (5) maintaining village properties, infrastructure and streets.

The revenue sources that generally correspond to these functions are: (1) general fund revenues, (2) police levy, (3) water and sewer user charges, (4) tree mitigation fees, and (5) motor fuel tax money from the State of Illinois. Another revenue category, special service area taxes, is collected from residents for particular projects to repair private streets or extend water service.

Village Funds

There are accounting rules for governmental units known as Fund Accounting. The Village must track the revenues it receives



according to the sources and the purposes for which received. The annual appropriation ordinance includes detailed line items of sources and uses within each fund, and state law regulates the transfer of money between line items and among funds. The reason is to ensure that moneys are spent for the purposes explained and voted upon when the appropriations ordinance is adopted.

We have 4 major funds: General Fund, Motor Fuel Tax, Water Fund, and Sewer Fund.

There are other funds for special services areas, fiduciary accounts and escrows, but they are not material to the operating cash flow of the Village.

The General Fund has diverse revenue sources: taxes on telecommunications, utilities, cable TV, tree mitigation fees, cell tower leases, local share of income tax and state sales tax, home rule sales tax, building permits, liquor licenses, hotel tax, police fines, of course, the police levy that you see on your tax bill.

Village Budget

The Board has worked hard to develop a formal budget process to forecast our revenues and expenses. For 2016, our budget anticipates the General Fund spending about \$1.43 million on non police-services and \$1.64 million on the police department. Against more than \$3 million of expenses, we are recovering only \$496,000 from property taxes! Thus, the varied revenues of the Village are really important to its fiscal health.

With our budget, we strive to achieve a small surplus or at least a break-even in the annual performance of the General Fund. Our forecasting efforts are not perfect, as many of our revenue sources can be affected by what happens with the financial crisis in Springfield. We have little control over some of these revenue sources.

Also, the General Fund has to stand



by to lend to other funds when there is a major unplanned expenditure. For example, if Motor Fuel Tax monies from the state are not sufficient, the General Fund will end up paying for street resurfacing projects.

The Water and Sewer Funds constitute “enterprise funds” which are supposed to be self-perpetuating based on user fees. These enterprise funds have to generate their own reserves to handle anticipated capital replacements.

Village Investments

The desired outcome of our budget efforts and focus on spending and revenue is a healthy investment portfolio that provides a cushion to absorb future costs if operating cash flow is insufficient. The Village’s investment portfolio has been built up patiently over time and provides a solid financial backing to our government.

We have engaged JP Morgan Chase as our portfolio manager and are using their expertise to develop a conservative blend of fixed income investments. We have recently updated our investment policy and increased our monthly tracking of investments and returns.

Interest on investments, while low in today’s environment, is nevertheless an additional revenue component to the General Fund. Our portfolio will adjust if interest rates rise in the future.

Future Contingencies

Fortunately, the Village has no direct unfunded pension or similar liabilities. Our employees participate in the Illinois Municipal Retirement Fund (which is better funded than the other pensions in the state) and if this fund were to become seriously underfunded, our share of contributions would go up. We do not believe for our number of employees that we would have any major financial exposure.



John W. Norris
Mayor, Village of Riverwoods



Village Board of Trustees Meeting Notes

The following is a summary of ordinances, resolutions, and non-routine matters considered by the Board of Trustees from the meeting minutes of September 1, November 3 and 17 and December 1, 2015. Read the entirety of these minutes or view the video of the actual Board of Trustee meetings on the Village of Riverwoods website at www.villageofriverwoods.com.

December 1

TREASURER’S REPORT

Trustee Ford distributed the Statement of Revenue and Expenses by Fund. The year-to-date total through October 2015 shows that revenue was greater than expenses by \$458,000. This is slightly less than what was budgeted. Ms Ford explained that the excess of revenues over expenses from the operating funds in the Police and General Funds were \$288,888. Trustee Ford stated that she has a year-end review meeting with the Village’s portfolio manager later this week. The portfolio manager has asked for projected revenues and expenses for the upcoming year in order to better manage the Village’s investments.

POLICE REPORT

Chief Dayno provided the Board with the Police Department activity since the November 17, 2015 Board of Trustees meeting.

Chief Dayno noted that there were 17 accidents during the weekend of the 20th, primarily due to the snow storm. Several streets were blocked by downed trees. Davey Tree came out and cleared the trees on all but Greenbriar, which involved downed power lines. ComEd eventually came out and cleared the line. Chief Dayno added that he kept an officer there throughout the entire time until ComEd arrived.

Chief Dayno discussed the terrorist-related events that have occurred in the country and throughout the world. He assured the Board that all the Riverwoods police officers annually complete active shooter, rapid-response training. He also reported that they recently trained at Discover which involved going into

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COMMUNITY SERVICES

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the building and rescuing “hostages”. The training at Discover also involved use of force as well as when to shoot and when not to shoot. The Department is well prepared and as a member of NIPAS, has the use of a SWAT team and a mobile field force if necessary.

CAPITAL PROJECTS FUND

Mayor Norris noted that there is no requirement to have a separate fund when it is not fully funded by the revenue sources that are dedicated to that fund. Our financial advisor has recommended that the Police Fund be rolled into the General Fund as a separate department. Trustee Haber questioned if this would affect collective bargaining. Mayor Norris does not believe it will have an effect. Chief Dayno and Village Attorney Huvad agreed. Trustee Chamberlain noted that, aside from the fact that this is a more accurate way of doing things, the Village will not need to make transfers between the two funds.

Trustee O'Donnell expressed concern about the \$3 million transfer to the proposed Capital Projects Fund since the Board has not agreed on a final cost of the new Village Hall. Mr. Huvad stated that this would not be a legally reserved or segregated fund and that the Village could move money from the Capital Projects Fund to the General Fund at any time. He explained that the reason for creating the fund is for financial reporting purposes and to separate and track capital expenditures.

Trustee Haber stated that he would rather create the fund but not transfer money into the fund until the Board discusses a specific amount. After some discussion, the Board agreed funding the account with the amount that the Village has already spent and has authorized to spend on consultants and architects. They also agreed to transfer an additional amount once they have a firm number on the actual cost of the renovation.

Trustee Haber suggested amending the motion to read \$400,000 instead of \$3 million. Trustees Chamberlain and Jamerson agreed to amend the motion. Mayor Norris suggested changing the verbiage to read capital expenses including but not limited to the Village Hall. The Trustees agreed. The motion passed unanimously on a voice vote.

November 17

TREASURER'S REPORT

Trustee Ford provided a General and Police Fund update. Year to date revenues exceed expenses by \$286,986. The 2015 budget anticipated an excess of more than \$800,000. However, only 82% of budgeted revenues have been received and 91% of budgeted expenses have been paid so the “profit” total should

be higher by the end of the fiscal year.

COMMUNITY SERVICES REPORT

Director of Community Services, Rob Durning explained that an administrative search warrant was executed for the house on Edgewood Lane. The house is a hoarder house. The good news is that the property owner connected with Marytown social services to remove a lot of the clutter. Mr. Huvad believes there should be an agreement that the house cannot be used as a storage facility in order to prevent a recurrence. The resident is not living in the house.

Mayor Norris noted that the Center for Enriched living submitted a request for a charitable donation for their entire building permit fees plus their normal annual \$5,000 donation request.

PLAN COMMISSION REPORT

Village Attorney Bruce Huvad indicated that the Plan Commission will meet on December 3, 2015. There will be several Public Hearings, covering the approval of The Lock Up's special use, the number of nail salons currently allowed in Colonial Courts and possibly a Text Amendment for drive-thru facilities. Trustee Chamberlain would like the Plan Commission to know that the Board was interested in discussing improvements to the general area of Colonial Courts, concurrently with the salon request.

POLICE REPORT

Chief Dayno provided the Board with the Police Department activity since the November 3, 2015 Board of Trustees meeting.

Chief Dayno reported that the Department conducted tobacco compliance checks at two establishments and neither sold to the underage agent.

INFORMATIONAL ITEMS & COMMENTS FROM THE PRESIDENT

Recommended changes to the Ecological Cost-Share

Program – Trustee Chamberlain noted that the Village has had a cost-share program for a while, but that the proposed new program is easier to understand, more efficient and more consistent. The general substance and format was not changed. Trustee Chamberlain noted that they will review the program in a year for substance and finances concerning the entire program.

Village Ecologist Steve Zimmerman presented a history of Riverwoods woodlands. He explained how natural fires have shaped and defined the character of Riverwoods, which is comprised of prairie, wetlands and several types of woodlands. He showed pictures of healthy and degraded woodlands. He stated that he has created a new cost-sharing program that

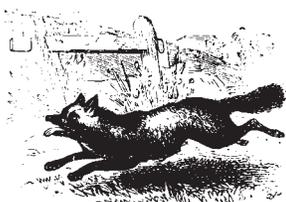


A gray squirrel ventures out into the first snowfall of the season in our Village. Photo by Mayor Norris

could be used by residents in every area of the Village. The new cost-sharing plan includes a number of programs; ecological consultation, canopy and sub-canopy tree thinning, invasive shrub removal, garlic mustard removal, native tree and shrub planting, native seeding, prescribed burns, and rain gardens. The Village will also continue with the annual plant sale program.

Mr. Zimmerman explained that the first step in the cost-share process is the ecological consultation that he will conduct. If the resident is interested in using any of the cost-share programs, he will put together a packet that will contain all of the information the resident will need to ensure a successful implementation. The packet will include a program eligibility map with applicable details, a list of potential contractors, a cost estimate, the applicable cost-share application forms, and a list of performance standards in order to obtain reimbursement from the Village. If tree planting is one of the recommendations, the eligibility map will state which specific trees should be planted based on the character of the property.

Mr. Huvard recommended adding some language limiting the Village's exposure. He added that each program shows a maximum cap, but he suggested that the Board may want to establish an annual budget cap. Trustee Chamberlain stated that, based on the number of consultations done and the recommendations made by Mr. Zimmerman, she came up with a budget of \$42,000 for 2016. The Board discussed the possible need to determine a homeowner cap as well as a total program cap. Mayor Norris noted that the Board needs to work out a number of details before moving forward with the new program.



November 3

TREASURER'S REPORT

Trustee Ford distributed the statement of revenues and expenses for the month of September 2015. The statement is available to read in full on the Village website.

Trustee Ford reported that the revenues are ahead of expenses right now. There appears to be a surplus of \$330,000 in the General and Police Funds. The cash projections will be important for next year, to give the Village portfolio manager information on how to invest.

VILLAGE ATTORNEY'S REPORT

Village Attorney Bruce Huvard met with representatives from The Lock Up on Monday. They will appear before the Plan Commission on December 3, 2015. David Niedelman explained that there will be a Public Hearing to discuss traffic, lighting, design, landscape and ecological features. He does not anticipate traffic concerns.

POLICE REPORT

Chief Dayno provided the Board with the Police Department activity since the October 20, 2015 Board of Trustees meeting.

Chief Dayno completed the budget submittal for 2016, which is slightly higher than 2015. He noted that the new IT servers were installed. DCS, the new IT service company, has been very responsive to the minor glitches.

INFORMATIONAL ITEMS & COMMENTS FROM THE PRESIDENT

Lake County Sewer Fee Increase – Mayor Norris received a certified letter from the County notifying the Village of an upcoming sewer rate increase. Village Engineer Pat Glenn noted that the rate will increase approximately \$8 dollars per month over the next three years.

NEW BUSINESS

Presentation of Request for Zoning Amendment for "Spa-Like" Activities at Colonial Court – Village Attorney Bruce Huvard explained that any property owner can petition the Plan Commission for a Text Amendment. The Board of many municipalities hear from property owners before they appear before the Plan Commission, giving the Board the opportunity to hear what the property owner has to say. Colonial Court ownership representative John Flannagan was present to state the nature of the petition.

Mr. Huvard explained that the Village tried to come up with a menu of authorized uses. Village staff received a request for a massage and spa service business, which was not one of the authorized uses; however, beauty parlors were authorized. There are already two existing beauty parlors in Colonial

Court, and an additional beauty service business would not be allowed under the existing ordinance.

Mr. Flannagan explained that they have a potential tenant that would provide facials, waxing, tweezing and massages. He noted that Colonial Court is about 40% vacant. They are reducing their prices per square foot, but have not had any success with that. They have also recently given rent concessions to the existing tenants who have complained that they are struggling financially. He feels that part of the problem is the lack of visibility of the center and the fact that a lot of retailers are now operating online versus in a brick-and-mortar establishment.

Trustee Haber asked what the Village could do to help the center. Mr. Flannagan explained that they need to make a lot of capital improvements, but cannot justify the expenditures based on their current financial position.

Trustee Chamberlain believes that the attractiveness of the center is very important for this type of business. She thinks that this may be an issue for the center. Trustee Chamberlain also expressed concern that the proposed business is similar to other businesses in the center. Instead of complimenting the existing businesses, she believes this may be a competing business.

Trustee Baumann asked why the center does not have foot traffic based on the high volume of traffic at that corner. Mr. Flannagan explained that the visibility is not good and that the lower tenant occupancy does not attract people.

Mayor Norris explained that the Village is interested in having the center succeed. Trustee Jamerson expressed concern about having too many service businesses in the center, as they do not generate sales tax. Mr. Huvad suggested possibly providing a contiguous TIF if the mall ownership puts more money in the center. Mr. Flannagan explained they need to stabilize the center before they can contemplate putting money into it. Mayor Norris summarized that the Village is willing to work with the owners of the center once they come up with a plan to possibly revitalize the center.

Trustee Haber moved to refer the petitioner to the Plan Commission to amend the Special Use.

DRIVE-THRU RESTAURANT AT 2175 DEERFIELD ROAD

Mr. Huvad explained that a drive-thru restaurant is a use that is currently not allowed in the Zoning Code. Property owner Anil Abbott explained that the proposed restaurant would be similar to a café or coffee shop.

Trustee Chamberlain asked about the proposed café and expected traffic. Mr. Abbott explained they would have fresh sandwiches and salads. They would be busiest at lunch. Trustee



At a recent holiday luncheon – (Clockwise from the left) Steve Zimmerman, Village Ecologist; Pat Glenn, Village Engineer; Russ Kraly, former Director of Community Services; Riverwoods Mayor John Norris; Michael Clayton, RPC President; Rick Jamerson, Trustee; and Rob Durning, Director of Community Services.

Chamberlain asked about the drive-thru traffic pattern. Peter Lemon, traffic engineer with Doland Engineering, explained that the circulation would allow entrance from either Saunders or Deerfield Road. The traffic would flow counter-clockwise around the property. The entrance and exit would be located on the east side of the property. Mr. Lemon explained that they would have stacking capacity of 10 vehicles.

Mr. Niedelman asked if they did a gap study on Deerfield Road. Mr. Lemon explained that they hadn't. He stated that there will be certain traffic movements that will be difficult, but there are ways around it. He added that customers will choose not to patronize a facility if getting in or out is a problem. Mr. Niedelman expressed concern about making a left turn onto Deerfield Road. Trustee Haber noted they could prohibit left turns onto Deerfield Road.

Trustee Haber moved to direct the Plan Commission to consider a drive-thru café.

Old Business

STANDING COMMITTEE REPORTS

Sewer/Solid Waste/Roads/Bike Path – In the absence of Trustee O'Donnell, Mayor Norris reported that the Village of Highland is working on an experimental program for food waste and other biologics. If it works, he would like the Village to consider this program which would remove a lot of material from the waste stream.

Trustee Jamerson reported that the RPC held a bicycle donation event. The Village collected 35 bicycles for charity.

NSSRA/Treasurer Liaison – Trustee Ford reported that the NSSRA mac calculation for 2016 would be around \$50,000 which

is a bit less than last year.

Woodland/Finance – Trustee Chamberlain would like the Board to see specific financial reports on a monthly basis. The Finance Committee is working with an accountant to get that accomplished.

Drainage/IT/Environment/Stormwater – Trustee Baumann discussed the resident survey. A majority of residents requested push communications. He is working on a project which would allow him to send e-mails to residents notifying them of public meetings and providing them with a link to the online video.

Mayor Norris will have the billing department send a request for email addresses with the utility bills, offering residents a \$5 coupon towards their bill. He noted it would save the Village money if bills could be emailed to residents instead of printing and mailing the bills.

September 1

DIRECTOR OF COMMUNITY SERVICES REPORT

Mr. Durning reported that the temporary voting site for the March primary elections will not be at Chevy Chase, as reported at the last meeting, but rather at Ravinia Green.

Trustee Chamberlain asked if the Shoppes of Riverwoods is doing anything about their landscaping. She explained that the Meadowlake residents, in particular, are very interested in the upkeep of the property. Mr. Durning noted he and Mr. Zimmerman met with the property owners who stated that they would talk with their landscape consultant. Mr. Huvad noted that the owners of Shoppes of Riverwoods called him about getting relief from the \$42,000 in fees they owe, especially because they may lose Panera as a tenant. He suggested that the owners come to a Board meeting to discuss possible long-range plans for the center.

ARBORETUM STATUS

Mayor Norris forwarded the requirements to attain arboretum status for the Village to Trustee Chamberlain and Mr. Zimmerman. When asked by Trustee Baumann about possible benefits, Trustee Chamberlain explained that, according to their website, the Village will receive a designation, some degree of networking, and access to professional resources. Mayor Norris added that he saw no negatives to attaining the status.

POLICE REPORT

Chief Dayno provided the Board with the Police Department activity since the August 18, 2015 Board of Trustees meeting.

INFORMATIONAL ITEMS & COMMENTS FROM THE PRESIDENT

President Pro Tem – Mr. Huvad has drafted an Ordinance for the next meeting which states that, if the Mayor is out of the state, cannot be reached within an hour in an emergency, or is disabled, the most senior serving Trustee becomes President Pro Tem unless that Trustee is unable to serve.

Bannockburn BBQ Challenge Results – Mayor Norris reported that the Village won third place in this annual event. Deerfield won the People's Choice for overall best BBQ.

RECYCLING REPORT

Due to the current downturn in the Chinese economy and the tremendous drop in the commodities market, recycling has dropped below the level where the Village gets paid for it. Therefore, the Village will not be receiving a payment for recycled material in the third quarter.

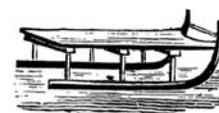
Mayor Norris reported that the quantity of material recycled by Riverwoods residents has increased three times as much as the regular garbage. However, the Village is still below Lake County's desired target. Mayor Norris stated that he is also working on getting credit for the minimal amount of landscaping waste that we have picked up by our waste hauler.

College of Lake County Offers Free Counseling for Small Businesses

Looking for advice on how to start, manage or grow a small business in Lake County? The Illinois Small Business Development and International Trade Center at the College of Lake County has counselors who provide free, confidential, one-on-one advice from 8am to 4:30pm weekdays at the Grayslake Campus. A limited number of appointments are also available at the Lakeshore Campus in Waukegan, the Southlake Campus in Vernon Hills, and the Lake Villa District Library. English or Spanish counseling is available.

Counselors, who are seasoned small business owners, offer advice on developing a business or financial plan and forming marketing and product plans. They also can provide expertise in securing loans, pursuing export opportunities and navigating government regulations.

Schedule a free, one-on-one counseling session by calling 847-543-2033. For details on the Illinois Small Business Development and International Trade Center, visit <http://www.clcillinois.edu/sbdc-itc>. Learn about workshops and view a short video on how the SBDC/ITC helped a family turn their passion into a successful business: Felix's Famous Cookies.



Building Department; *continued from front cover*

requires a permit as well.

Many permits can be handled “over the counter” with a quick form. More complicated permits, such as a new home or a large addition, require a more detailed review before a permit can be issued. These more complicated permits typically require reviews by the Village Ecologist, Village Engineer, Rob Durning, and at times an official from the Fire Protection District.

The permitting process begins with Meghan Richardson, the Building Coordinator. She will determine what will be necessary for securing a building permit. A Plat of Survey is required for many permit types. While it is the property owner’s responsibility to provide a survey, the Building Department may have a survey of your property on file from previous construction at the site. Current buildings must be shown and the new work should be drawn on the survey. This information will be used to verify compliance with zoning ordinances.

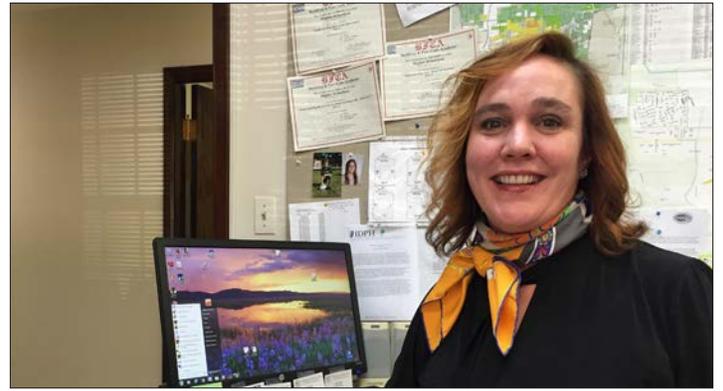
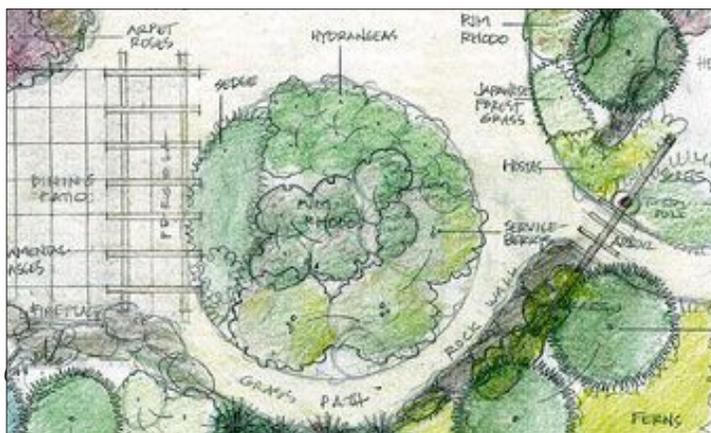
Drawing reviews by Rob Durning will follow as well as checks for compliance with the Woodlands Protection Ordinance. Comments will be generated, and re-submittal may be required. Once all documents are in compliance and the applicable fees are paid, a building permit will be issued. A list of required inspections is available and inspection requests need to be made at least 24 hours in advance. Contractors should be reminded that inspection requests need to be scheduled during Village Hall hours, which are 8:30am to 1:30pm Monday through Friday. Rob Durning performs all inspections except for plumbing inspections, which are performed by Mike Murrin. Failed inspections require a \$75 re-inspection fee to be paid before a re-inspection can be requested. Permits are valid for one year from the date of issuance.

The Building Department is a very busy and vital component of the Village of Riverwoods. They remain at your service and will help in any way they can. Please don’t hesitate to call if you have questions about a current project or future building project.

MEET THE BUILDING DEPARTMENT

Meghan Richardson, *Building Department Coordinator* – Meghan is anxious to meet you and hear all about your next project. She’ll advise and walk you through the permit process.

Meghan’s hobbies include gardening and fishing. Her current ambition is to become a Certified Arborist. In



Meghan’s words, “Riverwoods is a Tree City, and I work with residents and contractors to educate them in not only our tree ordinances but also how to protect trees during construction. As of late I highly encourage prospective builders and residents to schedule an Ecological Consultation so that our trees, woodlands and wetlands are protected and preserved as they will enhance your building project.

As a full-time single mom I am truly fortunate to work for the Village because I love my job and my hours. I grew up in Wilmette, and have a very large local family (24 nieces and nephews) and currently reside in Northfield. My three wonderful children are the delight of my life; Ian 14, Tatum 12, and Sadie-Grace 11.”

Rob Durning, *Director of Community Services* – Rob joined the Village staff in May 2011 as Director of Community Services. A title that also encompasses the role of inspector for building projects within the Village.

In Rob’s words; “Riverwoods Village Hall is so charming and unique. You can see the appreciation in the faces of the people arriving here for the first time.”

When Rob is not at his desk reviewing details of proposed building projects, or stamping “approved,” he may be seen around the village inspecting a construction site, attending to a residential concern, or approving a completed project.

Rob and his wife, Robin (married on leap day 1992) reside in Cary and share their home with two shetland Sheepdogs, Cub and Lassie, and an outdoor cat who goes by the name of Muddy Waters. When asked how he enjoys his leisure time, his answer includes travel, cooking, racquetball, and adds that he is a fair-weather Cubs fan as well.



South Riverwoods Polling Location Change

2016 is an important year where all Americans who are properly registered will let their voice be heard by voting.

Some Riverwoods residents will be traveling to a new location to cast that vote this year. Because of the planned upcoming renovations to Village Hall, residents in precinct 287 who have cast their ballots at the Village Hall in the past will have a change of location for this year. Instead of going to Village Hall, your polling place will be the Chevy Chase Country Club located at 1000 N. Milwaukee in Wheeling.

You may have recently received a new voter registration card in the mail. If so, this card has your polling place printed on it. If you have not received a voter's registration card in the mail, or if you have any questions concerning voting, you may wish to contact the Lake County Clerk's office at 847-377-2410. You may also visit the official Lake County government site at countyclerk.lakecountyil.gov.

The Lake County site has all of the information concerning the upcoming elections and your rights.

Voter's Bill of Rights

You have the right to:

- Cast your ballot in a non-disruptive atmosphere free of interference.
- Vote if you're in line by 7 PM.
- Vote by provisional ballot if your registration is not found.
- Vote at your old polling place if you have moved within 30 days of the election.
- Request assistance in voting, if qualified.
- Bring newspaper endorsements or sample ballots into the voting booth, but take them with you when you finish voting.
- Protect the secrecy of your ballot.
- Receive a new ballot if you make a mistake or change your mind.

RIVERWOODS BOOK CLUB

The next meeting of the Riverwoods Book Club will be Thursday, January 28, 2016, at 10am at the Village Hall. Our selection will be **The Girl Who Fell From the Sky**, by Heidi Durrow.



The book club is free, has no residency requirement and includes refreshments.

A Message From Our Fire Chief

By Tom Krueger, Lincolnshire-Riverwoods Fire Chief

Greetings from the Lincolnshire-Riverwoods Fire Protection District. My name is Tom Krueger. I have been the Fire Chief for one year. I replaced Fire Chief Fred Kruger (no relation) upon his retirement after more than 46 years of service with Vernon Fire Protection District and, since 1998, the current Lincolnshire-Riverwoods Fire Protection District (LRFDP).

I grew up on the south side of Chicago as a third generation firefighter. Most of my family members are retired or current members of the Chicago Fire Department. I started my career with the LRFDP in 2000 and was promoted through the ranks of our organization as Lieutenant, Battalion Chief and Deputy Chief. I also served as the Medical Officer and Training Officer. I am married and have three sons ages 17, 13, and 9. In my free time I enjoy attending and coaching my sons' various sporting commitments. I am an avid White Sox, Bears, Blackhawks, and Bulls fan. I also am a member of the Chicago Highlanders Pipes and Drums band in which I play the bagpipes.



Since a young age, I have always understood the value of helping and assisting people in emergency and non-emergent situations. One of my main goals when I became Fire Chief was for the organization to get more involved in our communities that we serve. We want to be more visible and accessible to our community and assist you with any situations that may arise. Our Department celebrated its 75th anniversary this past June.

2016 will be an exciting and challenging year for us. One new program we are developing and implementing is home safety checks. This program involves our firefighters performing voluntary home safety inspections to check for general fall and fire hazards within your residence. Look for more information in the coming months. We also have a smoke detector program in which we will provide you with assistance with your current smoke/carbon monoxide detector and suggest proper placement of these detectors per current fire codes. We love coming out to meet our community during block parties, holiday and seasonal events, etc.

If there are any questions, comments, suggestions in how we can serve you better, please feel free to contact us at 847-643-2512 or email me directly at tkrueger@lrfpd.org. We are looking for suggestions and ideas to make our community safer. To learn more about your fire protection district go to www.lrfpd.org

Sweeten Up Your New Year with Gale's Favorite Spiced Molassas Cookies

By Gale Gand, Riverwoods Resident and Pastry Chef

When I had my tv show, **Sweet Dreams** on the Food Network, I had New York chef Marcus Samuelson on. He shared a recipe with me from his Swedish grandmother for these full-flavored, complex, chewy and moist spice cookies. Now I make them every year. I just love the bursts of orange flavor when I hit a chunk of orange rind.

Ground cardamom is sold in smaller quantities at Fresh Market in Lincolnshire. Candied orange peel is available unchopped at Fresh Farms in Wheeling.

Swedish Spiced Molassas Cookies

Makes 36 cookies

1 cup unsalted butter
1/2 cup sugar
1/2 cup light brown sugar
1/3 cup molasses (not Black Strap)
1 egg
2 - 1/4 cups flour
2 teaspoons baking soda
2 teaspoons ground ginger
1/2 teaspoon cardamom
1/2 teaspoon ground cloves
1/2 teaspoon salt
1/4 teaspoon white pepper
1 cup chopped candied orange peel
1/2 cup sugar for rolling

Preheat oven to 350 degrees Fahrenheit.

In a mixer with a paddle attachment, cream the butter. Add the two sugars and cream the mixture. Add the molasses and egg and beat well. In a separate bowl, combine the flour, baking soda, ginger, cardamom, cloves, salt and white pepper. Add to the creamed butter mixture, mixing just until the dry ingredients are incorporated. Mix in the candied orange peel. Cover dough and chill 1 hour to make it easier to handle. Roll into 1-inch balls and roll in remaining sugar. Place on a parchment-lined sheet pan two inches apart. Bake for 9 to 11 minutes or until cookies are just set. Let cool slightly on the sheet pan, then remove to a wire rack to cool completely.



Meet Our Village Ecologist

By Steve Zimmerman, Riverwoods Ecologist

Riverwoods is surrounded by a variety of unique remnant woodland communities that give the Village its interesting character. Many challenges and opportunities arise as we interact with these woodlands and the wildlife that utilizes them. As the Village Ecologist my goal is to “bring the science of ecology to all land-use decisions” made in the Village to ensure that the health of the woodlands persists and improves for many years to come.

I began working as a Senior Ecologist for Applied Ecological Services, Inc. (AES) nearly 14 years ago and recently became a Certified Arborist. AES is a



long-standing ecological restoration firm. I am based out of our West Dundee, Illinois branch office. Our main office and native plant nursery (Taylor Creek Restoration Nursery) are located

in Brodhead, Wisconsin. We also have ecological contracting services provided by our Huntley, Illinois office.

Over my career with AES, I have had the opportunity to manage many exciting ecological-based projects involving woodland/prairie/wetland restoration and management, stream and shoreline restoration, fisheries management, and watershed /green infrastructure planning. Many aspects of these projects include natural resources surveying, developing native vegetation restoration plans, acquiring and administering permits, preparing bid and construction documents, and overseeing construction projects. In addition, I have given dozens of ecological restoration related presentations to a wide variety of clients.

My primary duties as the Village Ecologist include assisting the Village and residents with woodland stewardship/restoration, planting of native trees, shrubs, and understory, conducting tree surveys and wetland delineations, review and approval of proposed landscaping for Village-wide developments, approval of tree removal requests, and implementing the Village's Ecological Cost-Share Programs.

As the Village Ecologist, I will do my best to provide exceptional expertise, service, and value while helping to protect and improve the Village's delicate woodlands for years to come.

Riverwoods Preservation Council and Brushwood Center at Ryerson Woods Join Forces

By Irene Gagerman

The RPC and the Brushwood Center are exploring ways to work together as neighbors with a common interest in our natural surroundings. The Brushwood Center at Ryerson Woods, formerly known as Friends of Ryerson Woods, contributes to environmental education in our area by offering different ways for the public to connect with nature through innovative arts programming, including literature, music, photography and film.*

Discover all that Brushwood at Ryerson has to offer at www.brushwoodcenter.org



A Brief History of Ryerson Woods

By Irene Gagerman

Ryerson Woods forms the northwest border of Riverwoods with part of the Woods actually within the Village boundaries.

The history of Ryerson Woods is an interesting and remarkable story. From 1923-1927, families including the Prestons, Millards, Barnes and Fishers purchased land and some built cabins. In 1928, Edward and Nora Ryerson visited the Barnes' family cabin on the river, and that same year the Ryersons bought land and built a weekend cabin. In the 1930s, other families and Ryerson friends purchased land and built cabins, and the Ryersons built Brushwood Farm.

"I bought the land from the grandson-in-law of the first permanent settler in Lake County...and I would like it to remain the way it was when the Indians lived there before he came in 1834."

—Edward L. Ryerson

In 1942, the Ryerson summer home at Brushwood was completed. In 1958, Edward Ryerson advocated for the establishment of the Lake County Forest Preserve District (LCFPD). From 1966 to 1970, 12 families and the Ryersons donated/sold land and cabins to the LCFPD. After both Edward and Nora Ryerson passed away in 1971, the LCFPD began management of 550 acres, and a master plan for Edward L. Ryerson Conservation Area was published. In 1995, 471 acres of Ryerson Woods was designated as a National Historic District and the land, cabins, farm building, the summer home called Brushwood were all listed on the National Register of Historic Places.

YOU ARE INVITED TO JOIN THE RPC

The RPC would like to involve more people throughout the Village in local ecological issues. We have sponsored interesting programs and events, such as a water management panel, shoe and eyeglass recycling, installation of a rain garden at the police station, and a native plant lecture at Red's Garden Center. The RPC, a nongovernmental, resident-run environmental organization, is seeking directors and others interested in Riverwoods' ecological matters. To learn more, please contact the RPC at riverwoodsrpc@comcast.net.

RPC MEMBERSHIP FORM

Yes, I want to support the RPC in its efforts to preserve Riverwoods! Enclosed is my contribution in the amount of :

- \$25 \$50 \$100 \$250 Other _____
 I have attached my employer's matching contribution form.

Join at a level of \$100 or more and receive a 10% discount on most plants sold each spring by the RRA Plant Sale Committee.

Please make your check payable to the Riverwoods Preservation Council, P.O. Box 122, Deerfield, IL 60015. The RPC is an independent, resident-run, volunteer-run, non-profit 501(c)(3) corporation. Your contributions are tax-deductible to the full extent of the law. Thank you!

Name: _____

Street Address: _____

Email Address: _____

Find the Riverwoods Preservation Council on Facebook at www.riverwoodsrpc.org, and at riverwoodsrpc@comcast.net.

RRA - Join and Make a Difference!

Riverwoods Residents Association (RRA) forms a support network within our Village. Membership is \$25 per family and includes two vehicle stickers. Mail your check to RRA, P.O. Box 341, Deerfield, IL 60015. For more information contact Jill Kaplan at jedma1@yahoo.com or call her directly at 847-945-0062.

MEMBERSHIP FORM

Name _____

Email _____

Phone _____

Address _____

of extra stickers at \$5 each _____

Amount Enclosed _____

Valuable Police Services That You Should Be Aware of

By Police Chief Bruce Dayno

Child Safety Seat Installation

Motor vehicle crashes are the leading cause of death among children ages two to 14. Correctly used child safety seats are extremely effective, reducing the risk of death by as much as 71%, but nearly 73% of child restraints are not installed or used correctly.

Child Passenger Safety Technicians can ensure your child's seat is installed correctly. CPS Technicians put their knowledge to work through a variety of activities, including child safety seat checks where parents and caregivers receive education and hands-on assistance with the proper use of child restraint systems and safety belts.

Call 847-945-1130 for an appointment to have your seat checked or receive installation assistance by a National Child Passenger Safety Certified Technician.

Emergency Telephone Notification System

The Village of Riverwoods contracts with the Blackboard Connect service for emergency resident notification. With this service, the Village is able to send personalized voice messages and email alerts to residents and businesses within minutes with specific information about time-sensitive or common-interest issues such as boil order alerts, missing persons, and road closures.

As a resident or business you can opt-in to emergency messages, non-emergency messages or both. The information supplied will be sent to the Blackboard Connect system. If you have an unlisted telephone number, or if you have not previously signed up to be on the system, you may not be in our database.

The system will only be used for emergencies and exigent circumstances. We know that your personal information is important; all usage of your personal information will be in compliance with the Village Privacy Policy.

To register, or for more information, go to www.riverwoods-il.net and click on the Village-To-Resident Notification System link. If you don't have internet access and would like assistance, or would like to opt out, call the Police Department Records Section at 847-945-1130 between 8:30am and 1:30pm Monday through Friday.

Crime Prevention

Our Crime Prevention Officer is available for presentations to residents and businesses on topics including, but not limited to, Bullying, Stranger Danger, Traffic Safety, Internet Safety, Identity Theft, Personal Safety and Workplace Violence. For Riverwoods residents, he can perform a home security survey, which will provide an assessment of security safeguards and risks that he observes at the residence. He will provide the homeowner with guidance on how to correct safety deficiencies using crime prevention and environmental design. For further information, contact Officer Al Maciareillo at 847-945-1130 ext. 231.

Premise Alert Program

The Riverwoods Police Department, along with the Lincolnshire-Riverwoods Fire Protection District and the Deerfield-Bannockburn Fire Protection District, provide a Premise Alert Program (PAP) in support of individuals living with disabilities or special needs as well as police and emergency medical personnel responding to calls at a related address. Individuals with disabilities or special needs wishing to participate in the program may supply information to be kept in our computer-aided-dispatch (CAD) database free of charge. Information may also be supplied by the individual's family members, friends, caregivers, or medical personnel familiar with the individual. When a 911 operator sends police or emergency medical personnel to an address in the database, the information will be passed on to the emergency responders. The information gathered as part of PAP shall remain strictly confidential and will be used only to provide assistance to the emergency medical and police responders.

Individuals with disabilities are those with a physical or mental impairment that substantially limits one or more of the major life activities.



A few of Riverwoods finest came together at a recent Village holiday luncheon. From left to right; Police Chief Bruce Dayno, Trustee Cheryl Chamberlain, Officer Walt Trillhaase, Officer George Pfitzenrueter and Officer Tim Durkin.

Individuals with special needs are those who have or are at increased risk for a chronic physical, developmental, behavioral, or emotional condition and who also require mental health and related services of a type or amount beyond that required by individuals generally.

The intent of the Premise Alert Program is to afford people with special needs or disabilities the same access to public safety services provided to all citizens. Provision of the information will not result in preferential treatment, but it will enhance the ability of emergency responders to effectively deal with those individuals.

If you would like to provide information for a person with a disability or special needs for entry into our computer aided dispatch system, please fill out a Premise Alert Enrollment Form available at the Police Department or on the Police Department website under forms. The form must be filled out every two years. Information not renewed after two years will be removed.

VILLAGE OF RIVERWOODS PREMISE ALERT PROGRAM ENROLLMENT FORM

New Change Information Remove Information

Please Print Legibly

Name: _____ Date of Birth: _____

Residential Address: _____ Apt. # _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Work/Cell Phone: _____

Place of Employment: _____

Address: _____

City: _____ State: _____ Zip: _____

Educational Facility (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____

Special Needs Info and Precautions: _____

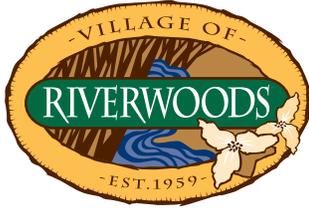
I understand the information given above is intended to offer guidance and provide assistance to responders in assisting those people with special needs or disabilities in the performance of their duties. Presenting this information will not entitle to or result in any form of preferential treatment. This information will be kept on file for a period not to exceed two (2) years. A notification, whether public or private, will be made prior to that 2 year deadline. If the information is not confirmed at that time, the information will be removed from this database. It shall be the responsibility of the undersigned to submit a new form when there is any change to this information as soon as those changes are known. The information entered into the Premise Alert Program (PAP) database shall remain confidential. This information will be relayed to responding public safety personnel via two-way radio, phone, computer or any means available. The undersigned hereby verifies the above person has a physical or mental impairment, or has or is at increased risk for a chronic physical, developmental, behavioral, or emotional condition and who also requires health and related services of a type or amount beyond that required by individuals generally. The undersigned is the above named individual, a family member, friend, caregiver, or medical personnel familiar with the individual. By signing, I certify I have read and understand this form in its entirety and hereby give permission to the Village or Riverwoods Police Department and Fire Districts to enter this information into the Premise Alert Program (PAP) database.

Print Requesters Name _____ Relationship _____

Requesters Signature _____ Date _____

Please Return Completed Form To:

Riverwoods Police Department, Premise Alert Program, 845 Saunders Rd., Riverwoods, IL 60015



Village of Riverwoods

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Riverwoods, Illinois
60015-3898

847-945-3990

Fax: 847-945-4059

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Feeding Birds in Winter

In the winter when there may be extended periods of snow and ice on the ground, you may be surprised to learn what a huge difference you can make by feeding wild birds right outside your own door or window. A large-scale winter storm, with deep snow or ice cover, cuts off many birds from their natural food supplies and can actually cause them to starve. Backyard bird feeding can make a real contribution to their survival and even allow them to thrive during the winter months. Here are a few pointers for a successful winter bird feeding season:

1) Put out feeders with good size capacity – And/or use multiple feeders to provide ample food especially during snow and ice storms.

2) Provide nutritious winter seed foods – For most birds these often include seed mixes of black oil sunflower seed, hulled peanuts, niger seed and white millet seed.

3) Offer fatty food too – Birds need to burn more calories in the winter just to stay warm. Suet is considered a high energy food because it consists of fat that has nine calories per gram compared to four calories per gram for carbohydrates or protein. Peanut butter is also popular with our flying friends but is more expensive than suet. Suet feeders are a favorite of woodpeckers and other insect-eating birds.

4) Keep your feeders full – Winter birds need to stock up on calories especially for those long, cold winter nights.

5) Remember water – Birds can become dehydrated in winter even if surrounded by ice and snow. Putting out a pan of water near the feeder on warmer days is a terrific idea.

6) Stamp down the snow below – Ground-feeding birds such as dark-eyed juncos, doves and many sparrows will be able to gather up the seed that drop from the feeders if they don't have deep snow to try to manage.

7) Landscape with native plantings to create a natural habitat – Choosing a variety of shrubs and trees will furnish food, water, shelter and birthing places for wild birds.

National Wildlife Federation, [Simple Tips for Successful Winter Bird Feeding](#) By Kevin Coyle. Photo by Ho Min Lim