



**Meeting of the Village of
Buffalo Grove
Village Board
Regular Meeting
April 1, 2024 at 7:30 PM
Jeffery S Braiman Council
Chambers
Fifty Raupp Blvd Buffalo Grove, IL
60089-2139**

1. Call to Order

- A. Pledge of Allegiance

2. Special Business

- A. Proclamation Recognizing Distracted Driving Awareness Month (Trustee Cesario) (Staff Contact: Brian Budds)
- B. Presentation by Kris Zerfass with Link Together Coalition (Trustee Cesario) (Staff Contact: Brian Budds)
- C. Preview of the Comprehensive Plan's Existing Conditions Report (Trustee Weidenfeld) (Staff Contact: Nicole Woods)
- D. Discussion of a Revolving Loan Program for Residential Utility Improvements (Trustee Stein) (Staff Contact: Christopher Stilling)

3. Public Comment

Public Comment is limited to items that are not on the regular agenda. In accordance with Section 2.02.070 of the Municipal Code, discussion on questions from the audience will be limited to 5 minutes and should be limited to concerns or comments regarding issues that are relevant to Village Board business. All members of the public addressing the Village Board shall maintain proper decorum and refrain from making disrespectful remarks or comments relating to individuals. Speakers shall use every attempt to not be repetitive of points that have been made by others. The Village Board may refer any matter of public comment to the Village Manager, Village staff or an appropriate agency for review.

4. Executive Session

- A. Executive Session - Section 2(C)(2) of the Illinois Open Meetings Act: Collective Negotiating Matters Between the Public Body and Its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees.

5. Adjournment

The Village Board will make every effort to accommodate all items on the agenda by 10:30 p.m. The Board, does, however, reserve the right to defer consideration of matters to another meeting should the discussion run past 10:30 p.m.

The Village of Buffalo Grove, in compliance with the Americans with Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the ADA Coordinator at 847-459-2500 to allow the Village to make reasonable accommodations for those persons.



Proclamations : Proclamation Recognizing Distracted Driving Awareness Month

Summary

A proclamation recognizing April as Distracted Driving Awareness month.

Recommended Motion

Staff recommends the presentation of the Distracted Driving Prevention Month Proclamation

ATTACHMENTS:

1. Distracted Driving Proclamation-2024

Trustee Liason

Trustee Cesario

Staff Contact

Brian Budds, Police Chief



DISTRACTED DRIVING AWARENESS MONTH - APRIL 2024

- WHEREAS,** distracted driving is a serious issue on our roadways, claiming thousands of lives and injuring thousands more each year in the United States; and
- WHEREAS,** The National Highway Traffic Safety Administration (NHTSA) reports that in 2021 there were 39,508 fatal crashes in the United States. Eight percent of those fatal crashes were distraction-affected crashes; and
- WHEREAS,** according to the U.S. Department of Transportation, over 3,500 people were killed in distracted driving crashes in 2021; and
- WHEREAS,** engaging in activities such as talking on a phone, texting, checking social media or email, selecting music, or other uses of portable devices while driving increase the risk of getting into a crash by three times; and
- WHEREAS,** the improved health and well-being of Buffalo Grove's citizens are a direct result of increased awareness about the dangers of distracted driving; and
- WHEREAS,** in order to reduce the number of crashes as well as improve driver safety, Buffalo Grove motorists should commit to adopting and maintaining safe behavior while behind the wheel; and
- WHEREAS,** April has been selected as the *National Distracted Driving Awareness Month* by The National Safety Council

NOW, THEREFORE, I, Eric Smith, PRESIDENT OF THE VILLAGE OF BUFFALO GROVE, do hereby proclaim and pronounce April *National Distracted Driving Awareness* month in Buffalo Grove and urge all citizens to promote awareness of the distracted driving problem, and to support programs and policies to reduce the incidence of distracted driving.

Proclaimed this 1st day of April 2024.

Village President



Presentation : Presentation by Link Together Coalition

Summary

Kris Zerfass, representing Link Together Coalition, will provide a presentation on the services offered by Link Together Coalition, their enduring partnership and collaboration with the Police Department, and the intended use of the \$5000 donation from the Opioid Settlement to benefit the Buffalo Grove Community.

Recommended Motion

Staff recommends discussion.

ATTACHMENTS:

None

Trustee Liason

Trustee Cesario

Staff Contact

Brian Budds, Police Chief



Informational Item : Preview of the Comprehensive Plan's Existing Conditions Report

Summary

Staff will be presenting a preview of the Comprehensive Plan's Existing Conditions Report. The presentation will include key findings regarding population and housing, community outreach, land use and development, infrastructure and natural resources, economic development, Dundee Corridor, and Milwaukee Corridor. Staff would like to gain the Board's feedback on the framework for this Report before moving forward.

Recommended Motion

Staff recommends discussion.

ATTACHMENTS:

1. COW April 2024 ECR Preview

Trustee Liason

Trustee Weidenfeld

Staff Contact

Nicole Woods, Community Development
Director



MEMORANDUM

DATE: March 4, 2024

TO: Dane Bragg, Village Manager

FROM: Nicole Woods, Director of Community Development

SUBJECT: Comprehensive Plan - Existing Conditions Report Preview

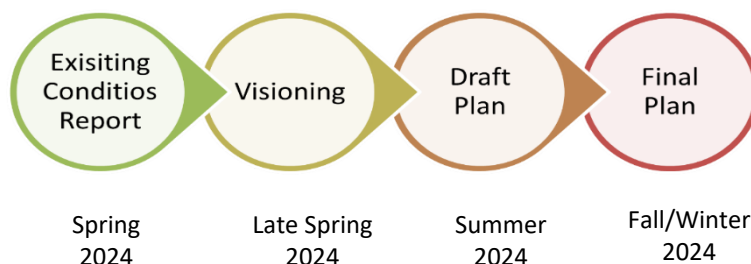
BACKGROUND

Last summer, Staff presented the Board with some of the preliminary findings for the Comprehensive Plan Existing Conditions Report (ECR). These findings revolved around the themes of Deeply Rooted and Emerging Trends, which featured growth in automation, technology, BG's population, and the rising interest in walkability, and environmental sustainability. In addition, the presentation highlighted Market Analysis Findings. This information was collected based upon Census data, market interviews and data, CMAP information, community outreach, and other key sources.

Since that time, Staff has also incorporated some of the recent major projects/advances that will significantly influence the trajectory of the development, land use, and connections in the community. Staff will be sharing a preview of the Existing Conditions Report (ECR) with the Board at the April Committee of the Whole Meeting. Soon after, staff will be sharing the Existing Conditions Report with the Board and the Steering Committee. The report will be organized under the following topics:

- History and regional Context
- Population
- Outreach Findings
- Housing and Neighborhoods
- Land Use and development
- Economic development
- Transportation
- Infrastructure and Natural Resources
- Dundee Road and Milwaukee Rd Corridor

The timeline for the project is as follows:



Presented below are some key highlights:

Population and Housing

Key Finding: Buffalo Grove's population and housing stock are growing and diversifying.

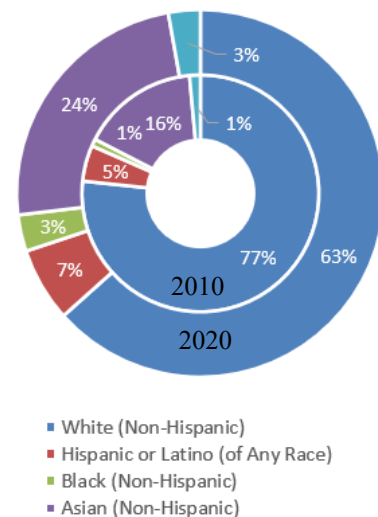
2020 Census reports show that Buffalo Grove's population is 43,212, which is an increase by 4% or 1,716 since 2010. BG's population increase is greater rate than Cook County, Lake County and the Chicagoland region's which have increased by 1.5%, 1.5% and 1.6% respectively since 2010. CMAP projections show Buffalo Grove's population increasing by 24% to 54,754 by 2050, which is on pace with the region's increase of 25%.

Along with growth, the population is also diversifying. As shown in the chart below, Buffalo Grove has seen more diverse growth, especially with the Asian population which has almost doubled since 2010, and now represents roughly 24% of the community's population.

As it has in decades past, Buffalo Grove's population has high levels of educational attainment and household income. Approximately 67% of Buffalo Grove residents have attained a bachelor's degree or higher level of education. In comparison, only 40% of residents in the Chicago region have attained this educational level. The Village's median household income of \$121,212, is higher than Cook County (\$72k), Lake County (\$97k), and the Chicagoland region (\$81k).

Buffalo Grove currently has slightly less than 17,000 housing units, which is an uptick from by about 2% since 2010. While most of the Village's homes are single-family detached homes, new projects such as Link Crossing, The Clove's 250, and Bison Crossing will add to varying housing typologies.

Buffalo Grove Population By Race
2010 vs 2020



Community Outreach

Key Finding: Buffalo Grove's residents and other stakeholders value neotraditional principles of livability and community, as well as technologies, modern planning practices, and sustainability measures.

The community outreach for the Comprehensive Plan has been multi-pronged as it has included tangential outreach activities through the Community Branding and Strategic Plan projects as well as the Comprehensive Plan. In synthesizing the various interviews and surveys, staff found that residents and stakeholders value neotraditional principles of livability and community. This includes strong civic institutions such as the schools, parks, and libraries. In addition, residents desire focal gathering

Outreach at BG Days



points or centers that are walkable with shops, restaurants and entertainment. They also expressed a need for housing type and pricing to be further diversified. Additional findings showed that art, additional bike lanes/trails, and enhanced public transportation options would add to the high quality of life. From a social aspect, there is great value on youth, seniors, diversity, and overall interest in maintaining BG as an inclusive community. Residents are encouraged by the current redevelopment occurring in the community and hope it continues for the remaining underutilized properties.

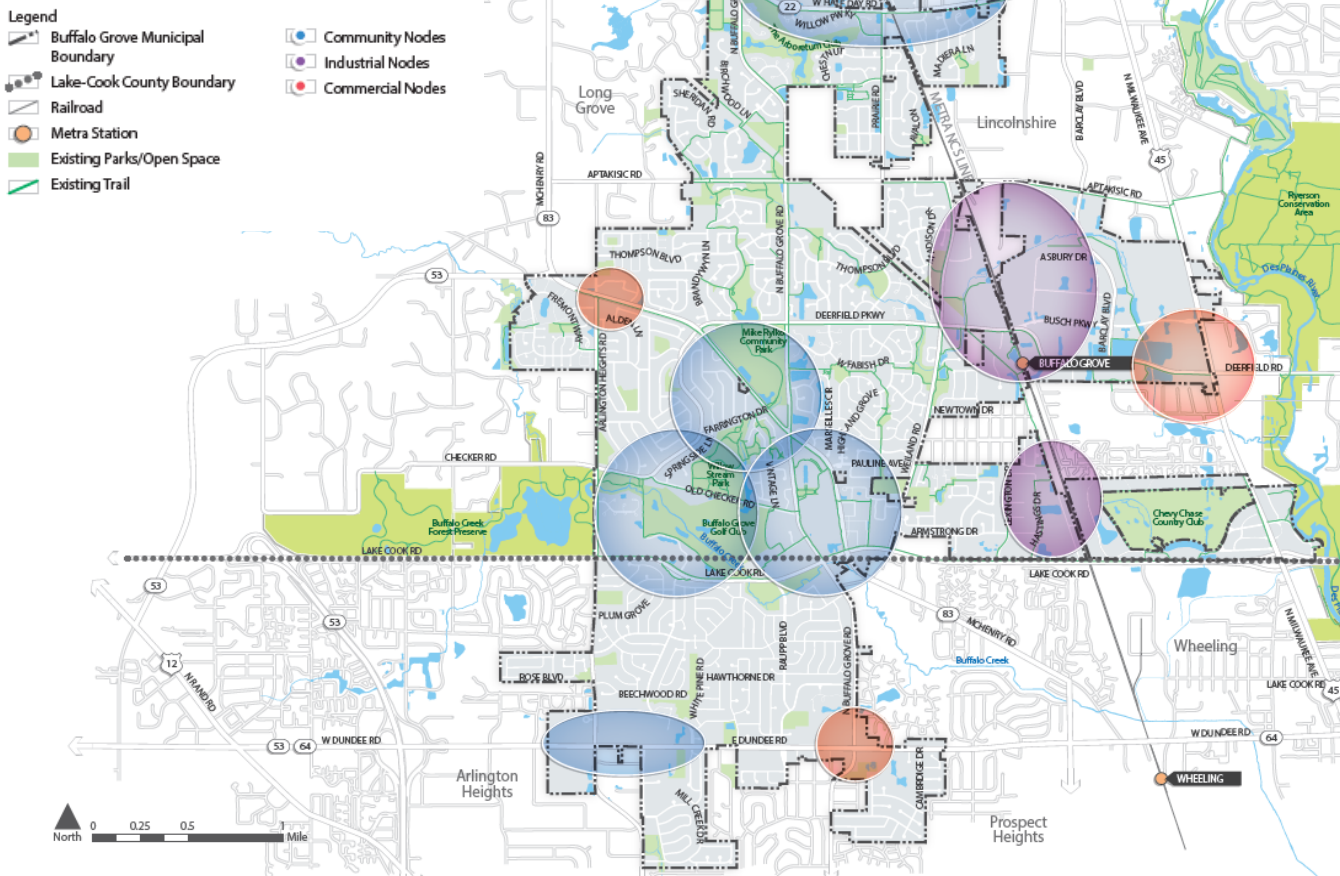
Stakeholders are also forward-thinking as they value emerging technologies, modern planning principles, and sustainability measures all of which include: EV charging stations, solar panels, advanced manufacturing districts, and the integration of green space with development.

Land Use and Development

Key Finding: Buffalo Grove is a community organized around civic, commercial, and industrial centers.

Buffalo Grove is organized around various civic, commercial and industrial nodes or centers. These centers have a symbolic and functional purpose as they serve to provide the community with places of commerce, community, and identity. Most (but not all) of the nodes are akin to concentric circles, with the most intensive uses/densities in the middle and a gradual transition to less intense

Village of Buffalo Grove, IL NODES/CENTERS



uses/densities going towards the node's perimeter.

The civic nodes typically have multiple uses including parks, schools, or a major Metra station, as well as commercial uses. Civic nodes in the Village include the intersection of Arlington Heights and Dundee Roads as well as Prairie View Metra Station area. The Clove (East Lake Cook Corridor), Mike Rylko Park, and Chase Plaza (West Lake Cook Corridor); create a triad of centers creating a community core that is becoming the true heart of the Buffalo Grove.

Commercial nodes are those that function as key centers of commerce and include two neighborhood commercial nodes at the intersections of Buffalo Grove and Dundee Roads, Route 83 and Arlington Heights Road; as well as the more regional commercial center at Milwaukee Road and Deerfield Parkway.

The Village's two industrial nodes are often overlooked by residents but are key to the Village's local economy. The northern industrial node includes key industrial developments such as Arbor Creek, Corporate Grove, and Covington Corporate Center. The southern industrial node includes developments such as Chevy Chase Business Park and Buffalo Grove Commerce Center.

Transportation and Accessibility

Key Finding: Buffalo Grove is served by strong road networks, limited public transportation options, robust bike connections, and continued improvements in walkability.

Through a series of arterials such as Lake Cook Road, Route 83, Route 22, Buffalo Grove enjoys great access to Tri-State Tollway (I-294), Illinois 53-290 corridors connecting it to other communities across the Chicago Region, Illinois, and country. Other minor arterial, collectors and local roads complement these major arterials and also provide accessibility within the community.

While the road network is strong, public transportation is limited. Pace Bus and Metra's low-service North Central Service provide the community's public transportation options. Ridership and service has declined since Covid and still has not returned to pre-pandemic levels.

The Village has an extensive network of bike and pedestrian paths, which include off-street trails like multi-use paths and side paths. The bike system is also linked to two regional trails: the Buffalo Creek Forest Preserve Trail and the Des Plaines River Trail allowing for greater regional access. Walkability, similar but somewhat distinct from the bicycle and pedestrian paths, has become a growing interest in the community. The extensive connection of sidewalks, the rise in mixed-use planning sites (The Clove), and the increased interest in walkability has created momentum around this issue.

Multi-Use Trails in BG



Infrastructure and Natural Resources.

Key Finding: Buffalo Grove has a symbiotic relationship with natural resources and infrastructure and values them as key assets.

A distinguishing feature of Buffalo Grove, as captured by the new logo, is its natural resources, particularly open spaces, parks, and trees. The Village boasts almost 450 acres of open space, which includes parks, naturalized areas, detention areas, and other open spaces. The Village's two golf courses are an additional 250 acres. Other Lake County Forest Preserve properties are adjacent or a stone's throw away from the Village. Buffalo Grove's excellent accessibility to open space is best illustrated in examining the accessible amount of park acreage per 1,000 residents metric. Buffalo Grove enjoys an outstanding 9.89 acres per 1,000 residents, while Lake County, Cook County and the Regions' metrics are 9.49, 3.57, and 5.78 respectively.

Willow Stream Park



There are seven distinctly named watercourses within the Village limits including Buffalo Creek, Farrington Ditch, and Aptakisic Creek. Floodplains align some of these watercourses, but are most prominent at Buffalo Grove Golf Course and along Milwaukee Road. Wetlands cover approximately 162 acres of land scattered throughout the Village, and are generally located within parks, open space and golf courses.

The Village of Buffalo Grove is served by separate stormwater and sanitary sewer systems, that along with water lines, total to over 600 miles of system infrastructure. Many of the Village's first-generation utilities are in line for replacement and rehabilitation. BG's Infrastructure Modernization Program (IMP), which was kicked off in 2020, is the largest initiative in the Village's history to replace and rehabilitate core infrastructure assets. The plan, which looks to invest over \$150 million in capital projects over the next three years, focuses on project coordination, sequencing, and minimal impact to the property taxes.

Economic Development

Key Finding: Buffalo Grove's strategic efforts continue to improve its strong economic development environment, which includes advanced manufacturing corridors and mixed-use redevelopment centers.

Advanced manufacturing has been and continues to be a key driver of the local economy. Over 3,000 (nearly 20%) of employees working in Buffalo Grove are employed in the manufacturing sector. Most of these workers are employed by advanced manufacturers such as Simens and Flextronics. Related to advanced manufacturing is the professional, scientific, and technical services industry, which is the second highest employer of Buffalo Grove workers. This sector employs 2,650 workers and includes companies such as BITS (Business IT Source) and Connexion.



Over the past few years, the Village has helped facilitate mixed-use redevelopment in key areas including Woodman's/Shoppes of Buffalo Grove, The Clove, and Bison Crossing. Buffalo Grove's willingness to be agile and adaptable to the changing market has helped this redevelopment materialize. Economic tools such as tax sharing and TIFs, have been influential in the redevelopment process, even in tough economic environments. These areas have led (and will lead) to high tax-generating businesses such as Woodman's and Tesla.

Commercial real estate in the Village generally follows regional trends. The office market is weak with a vacancy of 31%. In sharp contrast, the industrial market is strong with a vacancy rate of 6%. Lastly, the retail market is steady and has a vacancy rate of 8%.

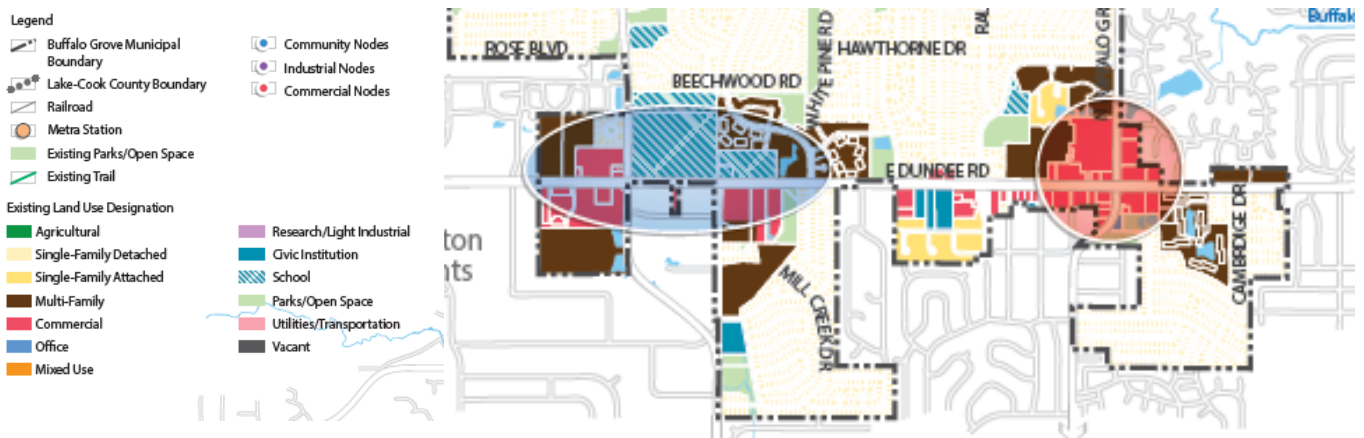
Dundee Corridor

Key Finding: Buffalo Grove's Dundee corridor is fueled by the two key nodes that bookend the corridor.

Stretching approximately two miles from west to east, Dundee Corridor is the community's southernmost commercial corridor. The corridor, which boasts strong visibility and traffic (27,000-29,000 ADT), is fueled by the two key nodes/centers that bookend the corridor. First is the Arlington Heights and Dundee Roads Civic Node, which includes Strathmore Center, Plaza Verde, Buffalo Grove High School, and Bison Crossing. On the other end is the Buffalo Grove and Dundee Roads Commercial Center, which includes the Plaza Cambridge Commons and Cambridge West. The uses and property aligning Dundee Road between these centers are supported by the energy and activity of these nodes. This is further reflected in lot size and land use as the nodes have greater lot sizes and concentration/intensity of uses than those in the middle stretch. Accounting for and recognizing all these dynamics will help facilitate future redevelopment opportunities for the two centers and middle stretch.

It should also be noted that the recently approved Dundee Road TIF District along the western edge of the corridor and the vacant Cambridge Commons site are of particular interest for redevelopment in the future.

Dundee Corridor's Land Uses and Nodes



Milwaukee Corridor

Key Finding: Buffalo Grove's Milwaukee Corridor is anchored by the Deerfield and Milwaukee commercial node and is influenced by a variety of key factors including: varying land uses, multi-jurisdictions, and environmental constraints.

Buffalo Grove's Milwaukee Corridor marks the eastern edge of the community. The varying jurisdictions (Buffalo Grove, Lincolnshire, Wheeling, Riverwoods, and unincorporated Lake County) along Milwaukee help account for its disjointed land uses and development. The recent Woodman's and the Shoppes of Buffalo Grove at Deerfield Parkway and Milwaukee Road has helped transform that intersection into an important regional commercial node/center that anchors the corridor for BG.

Future development and annexation opportunities will look to leverage activity from this regional commercial node as well as Milwaukee's high visibility and traffic (approximately 26,000 to 27,000 ADT). Perhaps most importantly, all future opportunities will have to take into account and incorporate the environmental constraints and conditions inherent to this area's land. This includes soil conditions for properties such as the Land and Lakes site, which was a former landscape waste transfer facility and the Flannigan parcel, a former landfill. In addition, most of the properties east of the Milwaukee Road are largely in the floodway and floodplain given its proximity to the Des Plaines River.

NEXT STEPS

Staff is looking to hear the Board's feedback on the presented findings. Staff will incorporate any key ideas into the Existing Conditions Report, which will be shared with the Board and the Steering Committee in the near term.

*Milwaukee Corridor's
Land Uses and Commercial Node*





Informational Item : Discussion of a Revolving Loan Program for Residential Utility Improvements

Summary

Last year, staff presented the concept of developing a low interest revolving loan program to assist homeowners with certain utility projects including water/sewer repairs and upgrades, private drainage improvements and sewer service lining. Prior to this matter being scheduled for final consideration by the Village Board, staff wanted to provide an update on the proposed program and address any additional comments or questions.

Recommended Motion

Staff recommends discussion.

ATTACHMENTS:

1. MEMO Utility Loan Program

Trustee Liason

Trustee Stein

Staff Contact

Christopher Stilling, Deputy Village Manager



MEMORANDUM

DATE: March 28, 2024

TO: Dane Bragg, Village Manager

FROM: Christopher Stilling, Deputy Village Manager

RE: Update Regarding the Creation of a Revolving Loan Program for Utility Improvements

RECOMMENDATION

Staff recommends that the Village create a revolving loan program. The program would create a low interest loan to assist homeowners with certain utility projects including water/sewer repairs and upgrades, private drainage improvements and sewer service lining.

BACKGROUND

Last year, staff presented the concept of developing a low interest revolving loan program to assist homeowners with certain utility projects including water/sewer repairs and upgrades, private drainage improvements and sewer service lining. Staff is currently preparing the documentation and code updates to establish the program. Prior to this matter being scheduled for final consideration by the Village Board, staff wanted to provide an update on the proposed program and address any additional comments or questions. As part of last year's discussion, Trustees were supportive of the program and requested some additional information pertaining to:

1. Staff time for administration
2. Access and availability to residents, especially in the case of emergency repairs
3. Proof of ownership
4. Payment schedules

Staff will be providing a brief presentation at the April 1, 2024 Committee of the Whole meeting. Following that discussion, staff will present their final recommendation to the Village Board in May.

SUMMARY OF THE PROPOSED LOAN PROGRAM

As the Village is entering its sixth year of the Infrastructure Modernization Program (IMP), staff anticipates to see increased interest from homeowners wishing to improve their water and sanitary service lines as the Village undertakes neighborhood wide water/sewer main projects. This is also the case as we start making stormwater improvements to address drainage issues, particularly as part of the Benard Drive construction project. As a result, staff is proposing the creation of a new revolving loan program for residential utility projects. We believe that as the Village continues with the implementation of the IMP, staff will be able to get the interest of homeowners to make needed repairs at a cost-effective time for all parties, rather than waiting for a problem to arise. The following is a general summary of the proposed loan structure:



Loan Amount- Up to \$10,000

- 50% of the total costs of the work, not to exceed \$10,000
 - Minimum \$2,500
 - Covers...
 - Water/Sewer line repairs
 - Sewer lining/cleanout
 - Water line upgrades
 - Stormwater/drainage improvements



Term- 36 Months

- Paid bi-monthly as part of the water bill



Interest- 3%

- Flat 3% interest



Collateral

- Personal Guarantee
- Lien against property
- Default could be recovered at the time of a transfer stamp

PROCESS



TRUSTEE QUESTIONS

As part of last year's discussion, Trustees were supportive of the program and requested some additional information. Staff offers the following response to the questions raised.

Staff Time

Staff believes the administration of the program will not require significant staff time. We anticipate that the program will generate 3-7 loan requests each year. Once the loans are reviewed and approved, minimal staff time is required for administration as the loan payments will be processed as part of the Village's water bills which are sent out every two months.

Access and Availability to Residents

Loans will be made available to all residents regardless of income levels or needs, contingent on available program funding. While the program will require 3 bids, staff will include a provision to allow for this to be waived in the event of an emergency repair.

Proof of Ownership

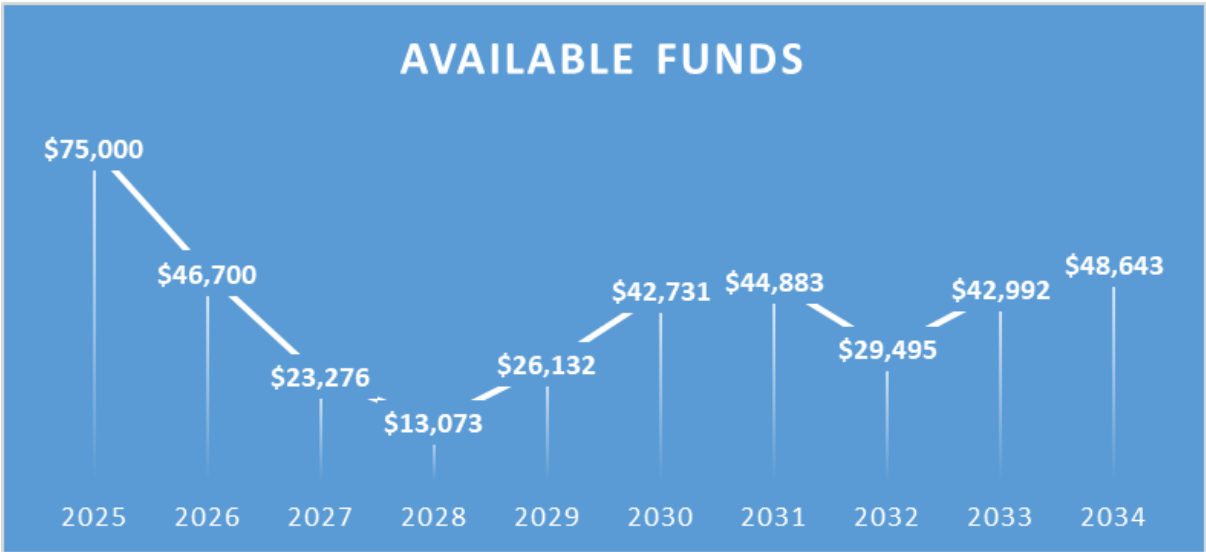
Loans will require that applicants provide proof of ownership via a copy of their deed and/or title policy. In the event the property is held in trust, additional documentation may be required including but not limited to a letter from the Bank and/or the Trustee confirming ownership.

Payment Schedules

Loans would be paid back over a 36-month period and paid bi-monthly (18 payments) via the Village's water billing process. As with water bills, residents will be able to utilize the Village ACH process for loan payments.

BUDGET IMPACT

Staff will be recommending up to \$75,000 to “seed” the loan program. Staff is projecting that funds could be allocated from the Water/Sewer Fund and the General Fund. Staff has developed a 10-year proforma of the program. The chart below shows the initial \$75,000 fund balance and the amount of available funds after each year assuming 3-7 loans per year with varying values. Based on this scenario, the Village’s initial \$75,000 investment results in over \$200,000 in loans with nearly \$8,500 of growth from interest.



ACTION REQUESTED

Staff is seeking the general feedback from the Board regarding the proposed program. Staff will be providing a brief presentation at the April 1, 2024 Village Board Committee of the Whole meeting.



**Executive Session : Executive Session - Section 2(C)(2)
of the Illinois Open Meetings Act: Collective Negotiating
Matters Between the Public Body and Its Employees or
Their Representatives, or Deliberations Concerning
Salary Schedules for One or More Classes of
Employees.**

Summary

Executive Session- Section 2(C)(2) of the Illinois Open Meetings Act: Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Recommended Motion

N/A

ATTACHMENTS:

None

Trustee Liason

President Smith

Staff Contact

Dane Bragg, Village Manager