

**MINUTES OF THE MEETING OF
THE COMMITTEE OF THE WHOLE
OF THE VILLAGE OF BARRINGTON
For Monday, June 24, 2019**

CALL TO ORDER

The regular meeting of the Board of Trustees sitting as a Committee of the Whole was called to order by Village President Darch at 6:02 p.m. on Monday, June 24, 2019 at Barrington Village Hall, 200 S. Hough Street, Barrington, Illinois.

ROLL CALL

Upon roll being called the following answered present: Trustees Todd Sholeen, Jennifer Wondrasek, Kate Duncan, Emily Young, and President Karen Darch. Trustees Jason Lohmeyer and Jeff Janssen were absent. The following personnel also attended the meeting: Scott Anderson, Village Manager; Patty Dowd Schmitz, Communications and Events Director; Greg Summers, Director of Development Services; Jennifer Tennant, Development Services; Marie Hansen, Development Services; Jeremie Lukowicz, Director of Public Works; Jim Arie, Fire Chief; Dave Dorn, Police Chief; Jason Hayden, Director of Financial Services; Allison Chmelik, Financial Services; Melanie Marcordes, Assistant to the Village Manager; and Becky Bateman, Attorney. The following guests also attended the meeting: Jennifer Hissa; Matthew Hissa; Jennifer Lucas; Mary Carol Decker; and Bob Susnjara, reporter.

In compliance with the provisions of Chapter 11, "Rules for Participation in Meetings via Electronic Means" of Title 1, "Administration", of the Village of Barrington Village Code, no member participated in said meeting via electronic means.

PERSONS TO BE HEARD FROM THE FLOOR – CITIZEN'S REGISTRATION/COMMENTS:

- a) Jennifer Hissa, a resident, spoke to the group regarding an application for a business license which was not approved. She indicated that she has a kitchen and bath design shop and would like to locate this business in the downtown area.

MINUTES

Included on the agenda are minutes from the June 10, 2019 Meeting of the Committee of the Whole.

MOTION: A motion was duly made by Trustee Duncan and seconded by Trustee Sholeen to approve the minutes of the June 10, 2019 Meeting of the Corporate Authorities sitting as a Committee of the Whole, as presented.

ROLL CALL: Trustee Lohmeyer, absent; Trustee Sholeen, aye; Trustee Wondrasek, aye; Trustee Janssen, absent; Trustee Duncan, aye; Trustee Young, aye. President Darch declared the motion passed.

Current and Future Agenda Items

June 24, 2019

- a. **CAFR:** Included on the Board agenda is a motion to receive and place on file the Village's Comprehensive Annual Financial Report (CAFR) and Management Letter for fiscal year 2018. A detailed presentation of the Village's financials and the annual report will be presented at a future meeting.
- b. **Purchase of Police Radios: Overview** - The Police Department is seeking approval for the purchase of five (5) APX 8000 tri-band portable radios. These portable radios will allow our police officers and firefighters to communicate on both the STARCOM21 digital network and on our UHF Analog frequency. **Summary** - D. Dorn led the discussion of this topic.
- c-e. **Barrington's White House Office Leases: Overview** - Barrington's White House has three (3) office spaces on the second floor of the building that are available for lease to non-profit organizations. In 2017, all three existing non-profit tenants, Barrington Area Conservation Trust, Let It Be Us and Barrington Children's Charities signed new leases for an additional two years through August 31, 2019. The leases that are attached will commence on September 1, 2019 and continue through August 31, 2021, with an option to renew on September 1, 2021 through August 31, 2023. The attached proposed leases reflect a 2% annual increase for the office, basement storage spaces, and the Wi-Fi charges. The basement storage rent rates were increased to be more competitive with rental rates for storage in the Barrington Area. **Summary** – These leases will be placed on the Agenda for the July 15, 2019 BOT meeting.

July 15, 2019

- a. **Hiring FT Administrative Assistant:** At the end of March 2019 Barbara Smith, the part-time Administrative Assistant in Financial Services who was the primary customer service representative at the front counter of Financial Services retired. The Village hired a temporary employee to serve in the customer service role pending consultation with the new Village Manager. The temporary employee will be attending college in August and therefore Financial

Services needs to begin the recruitment process for a permanent employee for the customer service position at the front counter.

Updates

a. **Projects:**

Recreational Marijuana: Overview - Staff is seeking direction from the Village Board on how to proceed with code changes relative to the new Illinois state laws passed regarding recreational marijuana. **Summary** – J. Tennant led this discussion item. The goal is to have a text amendment to the Zoning Ordinance completed by 1/1/2020. Becky Bateman provided recommendations regarding details for the Zoning Code amendment.

Textile Recycling: Overview - Staff will present a proposal to begin textile recycling in Barrington and is seeking direction from the Village Board on whether there is sufficient support to proceed. **Summary** – J. Lukowicz led this discussion item. He will follow up with the outside vendor of this service after receiving input from the Committee of the Whole.

Cook Street Plaza Zoning Ordinance - J. Tennant led this discussion item. She discussed three options for allowing a business to offer home improvement services in the downtown area. 1) Cook Street Plaza could amend their existing Special Use Planned Development (SUPD); 2) The Village could amend the Village's Zoning Ordinance; and 3) Do nothing. The BOT recommendation is to ask the Plan Commission to review this request for an amendment to the Zoning Ordinance and provide feedback.

b. **Administrative:** None.

c. **Intergovernmental Organizations:** None

d. **Legislative Matters:** None

Recurring Agenda Items

a. **Financial Reports:** None.

b. **Barrington's White House (BWH) Report:** None.

CLOSED SESSION:

CONSIDERATION RE: Trustee Wondrasek moved and Trustee Sholeen seconded a motion that the that the Corporate Authorities adjourn to Closed Session to discuss matters of Discussion of Minutes of Meetings Lawfully Closed [5 ILCS 120/2(c)(21)], Land Acquisition [5 ILCS 120/2(c)(5)], and Litigation Which is Pending or Which is Probable or Imminent [5 ILCS 120/2(c)(11)], the Board finding that based upon advice of counsel, litigation is probable or imminent as to those matters so identified on the record in such Closed Session for the reasons therein stated.

ROLL CALL: Trustee Lohmeyer, absent; Trustee Sholeen, aye; Trustee Wondrasek, aye; Trustee Janssen, absent; Trustee Duncan, aye; Trustee Young, aye. President Darch declared the motion passed.

A voice vote was then called following which President Darch declared the motion to recess to closed session had been unanimously adopted and the meeting was recessed on Monday, June 24, 2019. The time was 6:57 p.m.

RESUMPTION OF PUBLIC PORTION OF THE MEETING

The public portion of the meeting resumed at 7:36 p.m.

It was noted for the record that all Trustees who were present prior to the commencement of the closed session were still present.

ADJOURNMENT

MOTION: A motion was duly made by Trustee Sholeen and seconded by Trustee Young to adjourn the Regular Meeting of the President and Board of Trustees sitting as a Committee of the Whole on Monday, June 10, 2019.

A voice vote was then called following which President Darch declared the motion to adjourn had been unanimously adopted and the meeting was adjourned. The time was 7:35 p.m.