



BARRINGTON

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**PRESIDENT AND BOARD OF TRUSTEES SITTING AS A
COMMITTEE OF THE WHOLE
MEETING AGENDA**

Monday, June 1, 2020 at 6:00 P.M.

Virtually at 200 S. Hough Street, Barrington, Illinois

ZOOM Meeting Link Available Here: www.barrington-il.gov/june1

Or iPhone one-tap : US: +13126266799,,89650429250#,,1#,692343# or
+13017158592,,89650429250#,,1#,692343#

Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 312 626
6799 or +1 301 715 8592 or +1 646 558 8656 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782

Webinar ID: 896 5042 9250

Password: 692343

I. CALL TO ORDER

II. ROLL CALL

III. PERSONS TO BE HEARD FROM THE FLOOR - CITIZEN'S REGISTRATION/COMMENTS

As the Village of Barrington continues to follow social distancing requirements and Governor Pritzker's Stay-At-Home order during the COVID-19 crisis, public comments will be accepted by email and phone call only. Public comments received by 5:00 p.m., Monday, June 1, 2020 will be read at the beginning of the meeting under Public Comment. Public Comments are limited to three minutes per person (approximately 400 written words). To submit public comment, submit an email to vobvm@barrington-il.gov, including:

- Name
- Street Address (Optional)
- City
- State
- Phone (Optional)
- Organization, Agency, etc. Being Represented (If representing yourself, put "Self")
- Comment

Public with no access to email may leave a message with the Village Board at (847) 304-3403.

IV. Approval of Minutes

- a. February 19, 2020 Special Committee of the Whole
- b. March 2, 2020 Regular Committee of the Whole Meeting
- c. March 4, 2020 Special Committee of the Whole
- d. May 18, 2020 Special Committee of the Whole

V. Discussions Re:

- a. Historic Overlay District Update
- b. State Revolving Fund and Lead Water Service Replacement
- c. Water Meter Upgrades and Meter Reading Concern

VI. Updates

- a. **Projects:** None.
- b. **Administrative:** None.
- c. **Intergovernmental Organizations:** None
- d. **Legislative Matters:** None

VII. Recurring Agenda Items

- a. **Financial Reports:** None.
- b. **BWH Report:** None.

VIII. CONSIDERATION RE: Motion to adjourn to Closed Session to discuss matters of Personnel [5 ILCS 120/2(c)(1)], Insurance and/or Self-Insurance Claims [5 ILCS 120/2(c)(12)], Land Acquisition [5 ILCS 120/2(c)(5)], Collective Negotiating Matters [5 ILCS 120/2(c)(2)], Security [5 ILCS 120/2(c)(8)], 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.

IX. Approval of Closed Minutes

- a. March 2, 2020 Closed Session of the Committee of the Whole Meeting
- b. May 4, 2020 Closed Session of the Board of Trustees Meeting
- c. May 18, 2020 Closed Session of the Committee of the Whole Meeting

X. ADJOURNMENT

The Village of Barrington is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, are requested to contact the Village Clerk's Office at 200 S. Hough Street, Barrington, Illinois 60010 or call at (847) 304-3400 promptly to allow the Village to make reasonable accommodations for those persons.

Posted: May 29, 2020 at the Barrington Village Hall



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COMMITTEE OF THE WHOLE STAFF REPORT MEMO

DATE: May 29, 2020

TO: President and Board of Trustees

FROM: Scott Anderson, Village Manager

RE: Committee of the Whole Meeting - **Monday, June 1, 2020 at 6:00 p.m.**

Below is a summary of the items to be discussed at the June 1, 2020 Committee of the Whole meeting.

- IV. Minutes:** Included on the agenda are minutes from the February 19, 2020; March 2, 2020; and March 4, 2020, and May 18, 2020 Committee of the Whole meetings.
- V. Discussion Re:**
- a. Historic Overlay District Update:** In April 2019, the Village Board passed amendments to the Zoning Ordinance and Historic District Design Guidelines easing certain restrictions and adopting regulations consistent with an appearance district rather than a preservation district. This amendment was the result of feedback received from a 2018 survey of Historic District residents which indicated that approximately 85% of respondents supported some type of change to the regulations. More specifically, 61.3% of residents preferred regulations consistent with an appearance district. Now that the amended regulations have been in place for over a year, Staff has been tasked with providing an update on the efficacy of the amended regulations, assessment of whether additional amendments are necessary, assessment of feedback received on regulations relating to noncontributing structures and information on accessory structure reclassification.
 - b. State Revolving Fund and Lead Water Service Replacement:** Staff has recently become aware of the potential for funding for lead water service replacement. The funding is through the State Revolving Fund (SRF) or sometimes referred to as the Illinois Environmental Protection Agency (IEPA) Low Interest Rate Program. The program would provide 100% loan forgiveness for the full replacement of lead services from the main to the water meter
 - c. Water Meter Upgrade & Meter Reading Concerns:** The water meters and associated Meter Transmission Units (MTUs) were installed in the early 2000s and are reaching the end of their useful life and beginning to fail. As the end of the service life approaches, Public Works and Financial Services are encountering many problems including inaccurate low readings from the meters and dead batteries in the MTUs that prevent transmission of the readings to the Village's billing software. The meters and MTUs will need to be replaced over the next five years. Staff is recommending the Village consider switching to other vendors due to significant

problems that have been encountered with Aclara, the current vendor for the water meters, MTUs, and reading software.

VI. Updates

- a. **Projects:** None.
- b. **Administrative:** None.
- c. **Intergovernmental Organizations:** None
- d. **Legislative Matters:** None

VIII. Recurring Agenda Items

- a. **Financial Reports:** None.
- b. **BWH Report:** None.

IX. Closed Session: A Closed Session during the COW meeting is anticipated at this time.

Village of Barrington
Special Joint Meeting – Plan Commission & Committee of the Whole Minutes Summary

Date: February 19, 2020

Time: 7:00 p.m.

Location: Village Board Room
200 South Hough Street
Barrington, Illinois

In Attendance: Anna Bush, Plan Commission Chairperson
Dan Hogan, Plan Commission Vice-Chairperson
Dick Ehrle, Plan Commission
Karen Darch, Village President
Kate Duncan, Trustee
Jennifer Wondrasek, Trustee
Mike Moran, Trustee
Emily Young, Trustee

Staff Members: Marie Hansen, Director of Development Services
Jennifer Tennant, Asst. Director of Development Services
Andrew Binder, Planning & Zoning Coordinator
Jeremie Lukowicz, Director of Public Works
Patty Dowd-Schmitz, Director of E/M/C

The special joint meeting commenced at 7:00 p.m.

Chairperson Bush gave a summary of the planned proceedings including a summary of what comprehensive planning is and what type of feedback the Commission is seeking at this time. Chairperson Bush also gave an overview of the role of the Plan Commission.

All Village Staff in attendance introduced themselves.

Chairperson Bush opened the floor up for general public comment.

The public provided feedback on a number of issues and ideas relating to Neighborhoods 7, 8 & 9 and the Village as a whole. Topics discussed included traffic mitigation, pedestrian improvements specifically relating to safety near the High School and the installation of sidewalks leading to Grove Avenue School, alternative/affordable housing options in the Village, environmental issues, concerns about the condition of Village roads and the possibility of obtaining Lake Michigan water.

The meeting concluded at 7:45 p.m. upon the conclusion of public comment.

Respectfully submitted,
Jennifer Tennant, Asst. Director of Development Services

Approved:

**MINUTES OF THE MEETING OF
THE COMMITTEE OF THE WHOLE
OF THE VILLAGE OF BARRINGTON
For Monday, March 2, 2020**

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 6:17 p.m. on Monday, March 2, 2020 at Barrington Public Safety Facility, 400 N. Northwest Highway, Barrington, Illinois.

ROLL CALL

Upon roll being called the following answered present: Trustees Jason Lohmeyer, Jennifer Wondrasek, Kate Duncan, and President Karen Darch. Trustees Todd Sholeen, Emily Young, and Mike Moran were absent. The following personnel also attended the meeting: Scott Anderson, Village Manager; Patty Dowd Schmitz, Director of Communications and Community Engagement; Dave Dorn, Police Chief; Bruce Peterson, Assistant Fire Chief; Ed Hartman, Fire Department; and Jeremie Lukowicz, Public Works Director. Additionally, Kaitlin Edquist, reporter, attended the meeting.

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: None.

MINUTES

Included on the agenda are the meeting minutes from the following meetings: The **February 24, 2020** Meeting of the Committee of the Whole.

MOTION: A motion was duly made by Trustee Lohmeyer and seconded by Trustee Duncan to approve these Meeting Minutes of the Corporate Authorities sitting as a Committee of the Whole, via an omnibus vote, as presented.

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

Updates

a. Projects:

Coronavirus: A discussion was held regarding the Village's state of preparedness and response to the Coronavirus.

b. Administrative: None.

c. Intergovernmental Organizations: None

d. Legislative Matters: None

Recurring Agenda Items

a. Financial Reports: None.

b. BWH Report: None.

CLOSED SESSION:

CONSIDERATION RE: Trustee Duncan moved and Trustee Wondrasek 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, aye; Trustee Sholeen, absent; Trustee Wondrasek, aye; Trustee Duncan, aye; Trustee Young, aye; Trustee Moran, absent. 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, March 2, 2020. The time was 6:25 p.m.

RESUMPTION OF PUBLIC PORTION OF THE MEETING

The public portion of the meeting resumed at 7:18 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.

Included on the agenda are minutes from the **February 24, 2020** Regular Meeting of the Corporate Authorities Closed Session.

MOTION: A motion was duly made by Trustee Duncan and seconded by Trustee Wondrasek to approve the minutes of the February 24, 2020 Regular Meeting of the Corporate Authorities Closed Session, as presented.

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

ADJOURNMENT

MOTION: A motion was duly made by Trustee Duncan and seconded by Trustee Wondrasek to adjourn the Regular Meeting of the President and Board of Trustees sitting as a Committee of the Whole on Monday, March 2, 2020.

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 7:19 p.m.

Tony Ciganek, Village Clerk

Village of Barrington
Special Joint Meeting – Plan Commission & Committee of the Whole Minutes Summary

Date: March 4, 2020

Time: 7:00 p.m.

Location: Village Board Room
200 South Hough Street
Barrington, Illinois

In Attendance: Dan Hogan, Plan Commission Vice-Chairperson
Dick Ehrle, Plan Commission
Karen Darch, Village President
Kate Duncan, Trustee
Jennifer Wondrasek, Trustee
Jason Lohmeyer, Trustee

Staff Members: Scott Anderson, Village Manager
Marie Hansen, Director of Development Services
Jennifer Tennant, Asst. Director of Development Services
Andrew Binder, Planning & Zoning Coordinator
Jeremie Lukowicz, Director of Public Works
Patty Dowd-Schmitz, Director of E/M/C

The special joint meeting commenced at 7:00 p.m.

Vice-Chairperson Hogan gave a summary of the planned proceedings including a summary of what comprehensive planning is and what type of feedback the Commission is seeking at this time. Vice-Chairperson Hogan also gave an overview of the role of the Plan Commission.

Jennifer Tennant, Asst. Director of Development Services gave a brief overview of her role and introduced the Staff that was present and their roles with the Village.

Vice-Chairperson Hogan opened the floor up for general public comment.

The public provided feedback on a number of issues and ideas relating to Neighborhoods 6 & 16 and the Village as a whole. Topics discussed included traffic mitigation on Rt. 14 and Village wide, safe ingress and egress to The Garlands and economic development in the Village. Attendees also discussed parking in the Village, the impact the Rt. 14 underpass will have on the area, the need for safe pedestrian crossing on Northwest Highway, sidewalk condition throughout the Village and the need for additional sidewalks and how to bring more people to the Village.

The meeting concluded at 8:15 p.m. upon the conclusion of public comment.

Respectfully submitted,
Jennifer Tennant, Asst. Director of Development Services

Approved:

**MINUTES OF THE SPECIAL MEETING OF
THE COMMITTEE OF THE WHOLE
OF THE VILLAGE OF BARRINGTON
For Monday, May 18, 2020**

CALL TO ORDER

The special meeting of the Board of Trustees sitting as a Committee of the Whole was called to order by Village President Darch at 5:03 p.m. on Monday, May 18, 2020 virtually at 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 Mike Moran, and President Karen Darch. Trustee Jason Lohmeyer arrived at 5:20 p.m. The following personnel also attended the meeting: Scott Anderson, Village Manager; Patty Dowd Schmitz, Director of Communications and Community Engagement; Heather McGovern, HR Manager; and Tom Gilbert, IT Manager.

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, the following participated in said meeting via electronic means: Trustees Jason Lohmeyer, Todd Sholeen, Jennifer Wondrasek, Kate Duncan, Emily Young, Mike Moran, and President Karen Darch.

Section 6 of Executive Order 2020-7 signed by Governor JB Pritzker suspended provisions of the Open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body. This Executive Order is titled as follows: "Executive Order in Response to COVID-19 (COVID-19 Executive Order No. 5)". This Executive Order was issued on March 16, 2020.

PERSONS TO BE HEARD FROM THE FLOOR – CITIZEN'S REGISTRATION/COMMENTS: 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 Duncan, aye; Trustee Young, aye; Trustee Moran, 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, May 18, 2020. The time was 5:05 p.m.

RESUMPTION OF PUBLIC PORTION OF THE MEETING

The public portion of the meeting resumed at 8:08 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, with the exception of Trustee Kate Duncan who left the meeting at 6:00 p.m.

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, May 18, 2020.

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 8:09 p.m.



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Committee of the Whole Report

To: Village President and Board of Trustees

From: Jennifer Tennant, Assistant Director of Development Services

Subject: Historic Overlay District Update

Date: June 1, 2020

EXECUTIVE SUMMARY

In April 2019 the Village Board passed amendments to the Zoning Ordinance and Historic District Design Guidelines easing certain restrictions and adopting regulations consistent with an appearance district rather than a preservation district. This amendment was the result of feedback received from a 2018 survey of Historic District residents which indicated that approximately 85% of respondents supported some type of change to the regulations. More specifically, 61.3% of residents preferred regulations consistent with an appearance district. Now that the amended regulations have been in place for over a year, Staff has been tasked with providing an update on the efficacy of the amended regulations, assessment of whether additional amendments are necessary, assessment of feedback received on regulations relating to noncontributing structures and information on accessory structure reclassification.

ISSUES/OPTIONS

Status Update on Amended Regulations

In general, feedback on the amended regulations has been mostly positive. Property owners, residents and contractors are pleased when they learn that original siding, windows and trim, etc. can be replaced. However, there is still some resistance to the restrictions on permitted replacement materials. Some believe that there should not be restrictions or that restrictions requiring a match to the original material should not be required.

Staff has received a significant number of inquiries regarding the removal of original materials (primarily windows) but there have not been a significant number of permits since the regulations were amended. There have been three (3) window replacement permits and several windows replacements approved as a part of larger additions through the ARC process. There have been no individual siding or trim replacement permits. This is not totally unexpected due to the fact that window and siding replacements are very expensive projects that typically require advanced financial planning. In addition, some property owners are still opting for restoration and/or the use of new wood materials. Several large ARC renovation/addition projects recently approved or currently being reviewed are opting to restore the original siding and trim but replace the original windows.

Staff and the ARC continue to review possible alternate materials for use in the Historic District. The ARC recently reviewed and approved a new aluminum clad window bringing the total number of approved windows to 11. Staff has recently been contacted about two (2) additional aluminum clad

windows and one (1) fiberglass window which will likely be reviewed this summer. Staff is also working with a contractor to review a new overhead garage door material as described below.

Consideration of Additional Amendments

There are two particular items at this time that Staff finds should be further amended to provide highly desired relief without significant impact to the overall appearance of the Historic District.

Overhead Garage Doors

The regulations relating to doors were amended to allow non-wood service and overhead garage doors that replicate wood doors in design, dimension, profile and texture, or essentially a smooth finish without faux wood grain. It was known when these regulations were amended that no overhead garage doors meeting these restrictions had been identified. Staff recently believed a product was identified which was further vetted and does not meet the criteria. Therefore Staff has still not identified any compliant non-wood overhead garage doors with a smooth exterior finish. This has been a source of frustration for a number of contractors and property owners who want a non-wood garage door.

Staff recommends further amending the regulations to allow overhead garage doors with a full composite overlay with or without a faux wood grain. The majority of garage doors in the Historic District are Clopay brand wood doors. The same manufacture makes a full composite overlay available in numerous colors and styles. This brand is widely available from independent garage door companies and major retailers such as Home Depot. Clopay's subsidiary company Ideal Garage Door also makes a similar but less expensive door with a combination of cladding and composite overlay door available at Menard's. Staff has requested a product sample but believes it may meet this intent as well.

An overhead garage door essentially comprises the entire front wall of the structure and is often the only visible part of the garage from the street frontage. The material, design and style of the door is essential to the architecture and appearance of the building. Relaxing the standards to allow the full composite overlay with or without a faux wood grain is somewhat contrary to the stance on other exterior materials such as siding and trim which will still require a smooth finish. However, a smooth finish is widely available on all permitted siding and trim products.

Fencing

Staff recommends aligning permitted fencing materials in the Historic District with the general zoning regulations. This would allow the use of composite fencing materials and ease restrictions slightly on aluminum fencing to remove the language requiring the horizontal and vertical rails to be fully enclosed as most residential applications are only enclosed on three (3) sides. This amendment would still be consistent with the goal of providing a similar appearance while easing restrictions to allow more widely available options.

General Regulations for Noncontributing Structures

Through the Comprehensive Plan survey and neighborhood meetings it was revealed that a number of residents are concerned that the amended Historic District regulations do not provide any relief for noncontributing structures. Some residents believe noncontributing structures, both houses and garages, should not be regulated because they are not actually historic structures. There are approximately 81 noncontributing houses (out of 360 houses total or 22.5%) and 176 noncontributing garages (out of 282 garages total or 62%). If the appearance of these structures was not regulated, the overall character and appearance of the Historic District would be impacted. If noncontributing structures are not held to some

type of architectural and material standards they will continue to become more incompatible with their neighboring contributing structures rather than more compatible as improvements are made which would cause a decline in the appearance and character of the Historic District overall.

Some sections of the Design Guidelines can seem confusing because they are more relevant to contributing structures than noncontributing structures. Noncontributing structures have essentially been enjoying relaxed regulations since the beginning of the Historic District, following appearance only standards since preservation measures were never required for noncontributing structures. **Staff recommends clarifying each section of the Design Guidelines to specify which regulations apply to contributing and noncontributing structures or whether the section applies equally to both. This would delineate where there are relaxed requirements relating to noncontributing structures. This would apply more to architectural standards than material requirements (siding, windows, doors, trim, etc.).**

Accessory Structure Analysis

During the 2019 amendment process it was suggested that all contributing accessory structures (garages) should be reclassified from contributing to non-contributing. This would allow property owners to demolish contributing garages and construct new garages to accommodate modern vehicles and modern storage needs. This discussion occurred late in the process and it was determined that the topic would be discussed again in the future as a possible second phase of amendments. Below is the breakdown of the number, size and classification of all accessory structures in the Historic District as well as the options currently available to property owners with contributing accessory structures:

Detached Accessory Structures			
	Total #	# 1 Car Garages/Sheds	# 2 Car +
Contributing	106 (38%)	26	80
Non-Contributing	176 (62%)	16	160
Total	282	42 (15%)	240 (85%)

There are also approximately 33 attached garages with 11 of these garages attached to contributing houses and 22 attached to noncontributing houses that are not reflected in the chart above.

The condition of these accessory structures varies widely. Staff is currently in the processing of determining how these structures were inspected and classified during the 2005 Historic District Survey. These structures may have only been viewed from the street. Many one car garages were likely assumed to be contributing because it was more likely that a one-car garage would have been constructed in the 1930's, 1940's and 1950's as garages were gaining in popularity but the majority of families still only owned one vehicle.

The following options are currently available to property owners seeking to modify, relocate or demolish their existing contributing detached garage:

1.) Renovate the existing garage and/or construct an addition to the existing garage. This may also involve the relocation of the historic structure as some of these structures are located extremely close to the house and an addition is not physically possible in these circumstances. Below are two examples of highly successful projects which retained the historic contributing structure. This process requires ARC approval only.

1. 644 S. Cook Street – relocate contributing one-car garage to rear of lot and add two-car addition



2. 239 W. Russell Street – relocate contributing one-car garage to rear of lot and add two-car addition



2.) Apply for demolition of a contributing structure. This process requires meeting 6 out of 7 standards as defined in the Zoning Ordinance, ARC review and Village Board approval. There are currently two pending applications to demolish contributing accessory structures. These structures appear to have outlived their useful life and can no longer be repaired without full reconstruction. This is a rare request as the standards can be difficult to meet. The last request was in 2008.

3.) Apply for reclassification of the structure from contributing to noncontributing status. Once the garage is reclassified it can be demolished by right. This is done more frequently and usually when we can document the garage is newer than originally estimated by the presence of modern dimensioned lumber. This process requires ARC review and Village Board approval.

4.) Demolition of a Hazardous Structure. In the event that a contributing structure is determined to be an imminent hazard to public safety the Building Official may approve the immediate demolition of the structure. There have been a few instances where this course of action has been taken upon inspection and/or consultation with a structural engineer.

The Village Board should discuss the possibility of retaining and/or modifying the current contributing classifications for accessory structures. The loss of historic buildings which will impact the historic appearance and character of the Historic District is of primary concern when considering the reclassification of contributing structures. Staff recommends a second report detailing each of the contributing structures including the information from the 2005 Survey and any updated information Staff is able to supplement in order to better assess the impact the potential loss of these structures would have on the Historic District. This report would also include additional research on how the original classifications were determined as Staff believes there are additional incorrect classifications which is also a concern.

RECOMMENDATION

The Village Board should provide direction to Staff on whether to pursue additional amendments to the Historic District Design Guidelines and/or the Zoning Ordinance.

ATTACHMENTS

1. Historic Overlay District Map



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The Vision of the Village of Barrington is to preserve and promote its unique small town heritage, preserve its distinct ecological and historical character, provide a moral and safe environment, maintain a high quality of life through the efficient use of community resources, and respond to future challenges through citizen participation in all civic, social, and cultural endeavors.

HISTORIC OVERLAY DISTRICT MAP

- House - YES / Garage - YES
- House - YES / Garage - NO
- House - YES / Garage - NA
- House - NO / Garage - YES
- House - NO / Garage - NO
- House - NO / Garage - NA

Projection: State Plane (Illinois East)
Map Units: Feet
Source: VoB GIS, Cook Co., Lake Co.
Date: 4/20/2020

Disclaimer of Liability:
GIS maps and related data contained therein ("maps and data") made available by the Village of Barrington are intended for reference purposes only. The Village provides such maps and data AS IS without any implied or expressed warranties as to its accuracy and completeness. Such maps and data are believed to be accurate, but accuracy is not in any way guaranteed and modifications are made to such maps and data on an ongoing basis as new information becomes available. Any use and/or application of such maps and data is done solely at the user's own risk.



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COW Report

To: Village President and Board of Trustees

From: Jeremie Lukowicz, Public Works Director

Subject: State Revolving Fund and Lead Water Service Replacement

Date: June 1, 2020

EXECUTIVE SUMMARY

Staff has recently become aware of the potential for funding for lead water service replacement. The funding is through the State Revolving Fund (SRF) or sometimes referred to as the Illinois Environmental Protection Agency (IEPA) Low Interest Rate Program. The program would provide 100% loan forgiveness for the full replacement of lead services from the main to the water meter.

BACKGROUND

Old water service lines were often installed as lead. This practice occurred into the 1980s when lead water services were officially banned, however, lead was still used in solder and plumbing fixtures for several more years before also being banned. The U.S. Environmental Protection Agency (EPA) has over the years created more stringent limits on the amount of lead allowed in drinking water as well as other requirements about reporting of lead material used in drinking water supply. One example of this is the requirement to maintain a map of all known lead water services in the Village. Based on this map it is expected that the Village has approximately 900 water services that are either fully or partially lead.

In 1987 the federal government created the Clean Water State Revolving Fund (CWSRF) and in 1997 they created the Drinking Water State Revolving Fund (DWSRF). Both of the programs are funded by the federal government and managed by the states. The federal government provides money to each state which the states then loan to other agencies at low interest rates (typically below market value) to fund construction projects. The CWSRF is intended to fund sanitary system projects and the DWSRF is intended to fund drinking water projects. Up until recently the allocations of funds were dedicated to either sanitary or drinking water projects and the funds could not be shared between the two funds. Staff has learned that the federal government has now decided to allow up to \$100 million from the CWSRF to be transferred to the DWSRF each year (at the states' discretion) for the sole purpose of replacing lead water services. The money used for lead water services must also be done in the form of 100% loan forgiveness.

The Village in the past has not pursued SRF loans due to the high cost associated with preparing plans and loan paperwork. Often these costs equated to approximately the difference in money saved by using traditional loan funding. However, due to the 100% loan forgiveness SRF loans need to be reconsidered.

To qualify for a SRF loan there are very rigid requirements. All applicants must have a Project Plan approved and on file with the IEPA. This plan is good for 5 years from the date of approval and can be used for multiple loan applications. The creation of a project plan is expected to cost between \$25,000 and \$30,000. Once the Project Plan is approved all applications must be submitted to the State by March of the given year. The State then reviews and scores all applications. Those with the highest score receive funding until funds are expended. At that time the winning agencies have until December 31 of that year to award a contract for the awarded project. Any funds not awarded by December 31 are placed back into the SRF. This money is then awarded on what is known as bypass funding. The amount of funds in the bypass fund varies each year based on the value of the awarded contracts relative to their awarded amounts. To receive bypass funding applicants must reapply. It is not awarded to the next highest scores based on the initial funding request, however, resubmitting the same or very similar application is often possible. This means the Village has two chances each year to apply for funds.

The creation of a project plan is expected to take about three months. Upon completion it typically takes between three and six months to receive EPA approval. In order for the Village to be eligible to submit for funding on the March 2020 deadline, the Village must start work on a Project Plan within a month.

When discussing the cost of proposed lead service replacement and the SRF there are a couple of important factors to consider. All services must be replaced from the main to the water meter. Village policy has been that the Village is only responsible from the main to the buffalo box (b-box), including the b-box. The homeowner is then responsible for the service from the b-box into the house. Only loan eligible work would be included in the project. This means that a street, sidewalk, parkway, or anything else damaged by the work could be included in the project but larger-scale water main work or road improvements should not be included. The State is recommending applications request funds in the range of \$4-5 million. Estimates suggest that it will cost about \$10,000 to replace each service. This includes the service and associated restoration work. Using these numbers the Village could replace about 100 services for every \$1 million in funding.

While there is risk involved with any process, this risk, in this case, is even lower than it appears. While there is no guarantee the Village will be successful at this time obtaining funding for lead water service replacements through the SRF program, having this document ready and available will assist the Village in the future. This document will assist the Village in the future if mandates requiring lead water service replacement occur or if additional funding becomes available.

SUGGESTED ACTION

Staff recommends creating a Project Plan to allow the Village to pursue potential SRF loans for lead water service replacement. No funds were budgeted for this work as it was not known this funding would become available. Funds for this work would be taken from the utility fund.



BARRINGTON

Be Inspired

COW Report

To: Village President and Board of Trustees

From: Jeremie Lukowicz, Public Works Director
Jason Hayden, Director of Financial Services

Subject: Water Meter Upgrade and Meter Reading Concerns

Date: March 16, 2020

EXECUTIVE SUMMARY

The water meters and associated Meter Transmission Units (MTUs) were installed in the early 2000s and are reaching the end of their useful life and beginning to fail. As the end of the service life approaches, Public Works and Financial Services are encountering many problems including inaccurate low readings from the meters and dead batteries in the MTUs that prevent transmission of the readings to the Village's billing software. The meters and MTUs will need to be replaced over the next five years. Staff is recommending the Village consider switching to other vendors due to significant problems that have been encountered with Aclara, the current vendor for the water meters, MTUs, and reading software.

BACKGROUND

In 2002, the Village began the process of installing new water meters and MTUs to provide a more accurate and efficient water meter reading system. When the system was installed, it was advanced for its time and was the best option available for the Village. That system was expected to last about 20 years. For the past nearly 20 years, this system has served the Village well. Recently issues have begun to arise including hardware, software, and customer service related issues.

There are two main concerns related to the hardware. First, the batteries on the MTUs that report water usage to the Village so Staff does not have to perform manual (house to house) reads are beginning to fail. By the end of 2020, Staff expects to have to replace approximately ten percent of the MTUs due to this issue. Staff expects to see this trend of battery failures over the next several years until all MTUs are replaced. Replacing the battery alone is not an option as it is integral to the MTU. In the past, obtaining MTUs was easy as there was a plentiful supply. Now, there is an 8 to 12 week lead time on the acquisition of MTUs. While this is not a large concern if purchasing in bulk, if we need to purchase one or two for an emergency failure, this is no longer an option. Second, as water meters age their accuracy begins to decrease and they read less flow through the meters than is actually being consumed. While the exact accuracy of our water meters is unknown at this time, Badger (the company that manufactures the meter) states the accuracy of the meter is only expected to last 20 years.

When the system was installed, the Village entered into a contract with Star Hexagram as the software provider. The software provider has now been sold three times (2006 - Esco Technologies, 2010 - Aclara, and 2017 - Hubble Technologies) with rumors of a potential fourth sale coming. Around the time of each sale, the Village was required to pay for a software upgrade to be able to continue to read the water meters. We have been told by our equipment supplier that we will be required to purchase another mandatory software upgrade in the near future.

In addition to paying for software upgrades related to the sale of the company, each sale has resulted in reduced levels of customer service. In recent months, we have opened IT tickets requesting assistance with various software issues. Those tickets have been left open for two weeks with no response and we have to continue to contact them until they correct the issue. Throughout this entire time, the Village has been paying for a maintenance contract that covers the software issues we encountered. In fact, many of the issues encountered (typically MTUs that were providing no reads) should have been discovered by the software provider as part of the maintenance agreement.

With the most recent upgrade, after the Board approved the purchase and we attempted to schedule the work in the timeframe Hubble Technologies requested. They delayed the work (we are unsure why) and when they finally showed up to perform the work, did not have the proper equipment. When the proper equipment finally arrived, two of the five units were set up for on-demand reads, while the other three were set up for programmed reads (once every 12 hours). This was done because two different technicians did the install and did not communicate on the proper read method. Staff believes many of these customer service issues stem from the fact that the Village is a very small account for the current software provider. Each sale of the company has resulted in a larger company. Hubble Technologies provides MTUs not only for water systems but also for natural gas and electric systems. Almost always, those natural gas and electric accounts are substantially larger than that of the Village.

OPTIONS

The Village has two options moving forward. The first option, is to continue using the current meter and software provider. Under this option, the Village would change out meters and MTUs as the MTUs continue to fail. Any software upgrades would be performed as the Village is notified of those mandates. The second option, is for the Village to investigate other fixed base meter reading systems. Under this option, there are four major suppliers (including Badger/Hubble Technologies our current supplier). All suppliers would be invited to provide information to the Village, and the Village would select the best option based on quality and services provided. It should be noted that most meters only operate with one or two MTUs so switching out only the MTUs and the associated software is not a likely option. The cost to purchase and install an individual $\frac{3}{4}$ inch residential meter and transponder will be between \$500 and \$800.

SUGGESTED ACTION

Staff recommends investigating all potential meter and MTU suppliers to find the best option for the Village for the next 20 years.