

**MINUTES OF THE MEETING OF
THE COMMITTEE OF THE WHOLE
OF THE VILLAGE OF BARRINGTON
For Monday, July 6, 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 6:07 p.m. on Monday, July 6, 2020 at 200 S. Hough Street, Village Board Room, Barrington, Illinois.

ROLL CALL

Upon roll being called the following answered present: Trustees Jason Lohmeyer, Jennifer Wondrasek, Kate Duncan, Emily Young, Mike Moran, and President Karen Darch. Trustee Todd Sholeen was absent. The following personnel also attended the meeting: Scott Anderson, Village Manager; Jennifer Tennant; Assistant Director of Development Services; Marie Hansen, Director of Development Services; Tom Gilbert, Technology Services Manager; Jeremie Lukowicz, Director of Public Works; Allison Chmelik, Financial Services; Jessica Tapia, Financial Services; Dave Dorn, Police Chief; John Christian, Fire Chief; Heather McGovern, Manager of Human Resources/Risk Management; and Jim Bateman, Attorney. Additionally, the following personnel attended the meeting: Sharon Durling, representing the Northern Illinois Municipal Electric Collaborative (NIMEC); and Jen Martinson from Lauterbach & Amen, LLP, Certified Public Accountants.

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: Trustee Emily Young.

Section 6 of Executive Order 2020-7 signed by Governor J.B. 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

SWEARING IN OF FIRE CHIEF JOHN CHRISTIAN. The new Fire Chief, John Christian, was sworn in by the Village Clerk.

MINUTES

Included on the agenda are the meeting minutes from the **June 22, 2020** Meeting of the Committee of the Whole.

MOTION: A motion was duly made by Trustee Lohmeyer and seconded by Trustee Duncan to approve Meeting Minutes of the Corporate Authorities from June 22, 2020 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, aye; Trustee Moran, aye; President Darch, aye. President Darch declared the motion passed.

Included on the agenda are the meeting minutes from the **June 8, 2020** Meeting of the Committee of the Whole sitting as a Closed Session.

MOTION: A motion was duly made by Trustee Moran and seconded by Trustee Wondrasek to approve Meeting Minutes of the Corporate Authorities from June 8, 2020 sitting as a Closed Session of the 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, aye; Trustee Moran, aye; President Darch, aye. President Darch declared the motion passed.

Discussion Topics:

a. CAFR and Management Letter:

Summary: The discussion of the Comprehensive Annual Financial Report (CAFR) was led by Allison Chmelik. Input was also provided by Jen Martinson from Lauterbach & Amen. A high-level review of the CAFR was presented. The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Village of Barrington for its Comprehensive Annual Financial Report for the fiscal year ended December 31, 2018. This is the 33rd straight year that the Village has received this award. Jen Martinson commented on the audit process. She commended the Financial Services staff on their excellent work throughout the audit.

Overview: Included in the packet was the Comprehensive Annual Financial Report (CAFR) and Management Letter for the period ending December 31, 2019. Staff, along with a representative from the Village's Auditors, will present this report in detail at the meeting Monday night. The full plan will be included on the next Village Board agenda to receive it and place it on file.

b. Renewal of Electrical Aggregation Program:

Summary: This discussion was led by Allison Chmelik. Sharon Durling from NIMEC presented a chart with guaranteed ComEd energy rates to be provide to the Village of Barrington. Also included was a summary of Green Energy percentages and Green Aggregation with Annual Civic Contributions. Pricing was expressed in cents/Kilowatt hour. MC2Energy was selected by the Board of Trustees as the electric supplier of choice, with ComEd rates. 100% Green Energy for two (2) years was the decision by the Board. Per Allison Chmelik, an Ordinance will be developed for an upcoming Board of Trustees meeting. Per Jim Bateman, a professional services agreement will be used with NIMEC.

Overview: The current electrical aggregation program will expire in October 2020 and a decision as to how the Board would like to proceed is needed. In the past, the program has largely focused on achieving savings for residents. Due to the decline in the ComEd electricity rate in recent years, reducing the cost of electricity through the aggregation program is no longer guaranteed for residents. A new option is available, which allows the Village to source a portion of the electrical supply from renewable energy and receive a civic contribution that can be used as directed by the Village Board.

c. Initiate Zoning Ordinance Text Amendment:

Summary: J. Tennant summarized the proposed amendments to the Zoning Ordinance relating to multiple chapters of the ordinance. The Board discussed the proposed amendments and requested additional information, pictures, and diagrams to illustrate several of the proposed changes for discussion at an upcoming COW meeting.

Overview: On an as needed basis, Staff brings forward a Zoning Ordinance Text Amendment to address minor issues and/or clarifications to the current zoning regulations and to update policies based on changing trends. Included in the packet is a summary of current recommended amendments. If the Board concurs with the proposed direction, Staff will initiate a text amendment to the Zoning Ordinance before the Plan Commission in August.

d. Historic District Guidelines Amendment:

Summary: J. Tennant summarized the proposed amendments to the Historic District Design Guidelines relating to overhead garage doors. Staff is proposing to eliminate base material requirements in favor of aesthetic /architectural standards for overhead garage doors. The Village Board was generally in favor of the proposed changes but decided to hold off on finalizing direction to Staff until the discussion on contributing accessory structures is concluded which is scheduled to occur at a future COW meeting.

Overview: At the June 1, 2020 COW meeting, the Board directed Staff to research and propose amended guidelines relating to overhead garage doors, in order to provide flexibility for property owners preferring to install non-wood doors. The current regulations permit materials other than wood, provided that they mimic the smooth texture of a wood door. Staff has been unable to identify a non-wood overhead garage door that is smooth. Staff has contacted several communities, and many do not specifically address overhead garage doors in their design guidelines. Of the communities that do, they do not specifically identify permitted materials. Many communities review garage doors and materials on a case-by-case basis which staff would like to avoid in order to best maintain a consistent and efficient administrative review process. The goal is to regulate the appearance of overhead garage doors, while relaxing restrictions on materials because a wood alternative meeting our criteria does not exist. Included in the packet is an agenda report with staff's initial thoughts on how to accomplish this goal.

e. Contributing Accessory Structures:

Summary: J. Tennant gave an overview of the contents of the report provided to the Village Board regarding contributing accessory structures in the Historic District including her general findings observed during the creation of the report. She summarized issues facing contributing accessory structures as well as four options for moving forward with possible amendments. The Village Board requested additional information which will be provided at an upcoming COW meeting.

Overview: As a follow-up to the discussion held at the June 1, 2020 COW meeting regarding contributing accessory structures, staff prepared a report detailing the description and picture from 2005 Historic District survey, as well as a recent picture of each contributing accessory structure in the Historic Overlay District. The purpose of this report is to give the Board a visual overview of the contributing accessory structures and options moving forward.

Future Agenda Items

July 20, 2020

1. **Financing for Parking:** This discussion was led by Allison Chmelik and Scott Anderson. Staff is in the advanced phases of purchasing the Grove Avenue (Harris Bank) parking lot and is monitoring the IDOT letting process for the construction of a new entrance drive into the North commuter Parking Lot from Route 14 (Northwest Highway). While both projects have been previously discussed, the Parking System Fund does not currently have sufficient reserves to pay for these projects. Village Staff met with Barrington Bank & Trust to discuss a financing option to complete the projects. The terms of the proposal meet the Village's needs with a currently favorable interest rate. However, the interest rate is variable based on LIBOR or the 5-Year Swap Rate and this could cause the interest cost to increase in the future as the variable rate resets monthly.

Overview:

2. **Phase 2 Engineering Agreement for Rt 14 Grade Separation:** Marie Hansen led the discussion on this topic. On October 10, 2019 the Village was awarded a \$48 million grant to fund phase 2 design engineering and construction for a grade separation at the U.S. Route 14 /Northwest Highway and Canadian National (CN) Railway crossing. The Village has executed a Letter Of Intent (LOI) with the Illinois Department of Transportation (IDOT) regarding the funding for this project and submitted draft phase 2 engineering agreements to IDOT for review. These agreements will be sent back to the Village for execution during the review process and expediting signature of these agreements will assist in expediting the notice to proceed which is required prior to commencement of the phase 2 design work.

Overview:

3. **Sound Amplification:** As previously discussed at the June 8th COW meeting, included on the agenda is an ordinance amending the Village's sound amplification code. As you'll recall, this issue was raised as a result of the expansion of outdoor dining during the COVID crisis. We anticipate sound amplification requests continuing as businesses push for more music and outdoor entertainment. One significant change to the code sets the "normal" decibel level to not exceed 60 decibels, which is the standard for normal conversation. This standard allows restaurants to play background/ambient music without obtaining a permit. Setting this limit allows for the ability to test against a standard for compliance. A sound amplification permit will still be required for any amplified sound over 60 decibels, with a cost of \$100 per day, with the exception of sites located in some business districts which may be issued for \$100 per weekend. In either case, the Village Manager has the ability to waive or reduce the license fees.

Overview:

Updates:

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

Recurring Agenda Items

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

ADJOURNMENT

MOTION: A motion was duly made by Trustee Lohmeyer 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, July 6, 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 8:45 p.m.

Tony Ciganek, Village Clerk