



**THE VILLAGE OF HAWTHORN WOODS  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, FEBRUARY 27, 2017  
7:00PM**

**AGENDA**

**I. CALL TO ORDER AND ROLL CALL**

**II. PLEDGE OF ALLEGIANCE**

**III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

*At this time, the public is welcome to address the Village Board. Please keep your remarks concise and state your name and address so that a staff member can follow up with related information if requested.*

**IV. PRESENTATION**

- A. Presentation of a Resolution of Appreciation—Police Officer Anthony Cortez

**V. MAYOR'S REPORT AND COMMITTEE REPORTS**

- A. Mayor's Report -----Joseph Mancino, Mayor  
B. Environmental Committee -----John Bickley, Chair  
Steve Riess, Trustee Liaison  
C. Zoning Board of Appeals -----John Kosik, Chair  
Dominick DiMaggio, Trustee Liaison  
D. Planning, Building and Zoning Commission -----Jim Kaiser, Chair  
Dominick DiMaggio, Trustee Liaison  
E. Finance Committee -----Peter Ponzio, Chair  
Kelly Corrigan, Trustee Liaison  
1. October 2016 Financial Statements  
2. November 2016 Financial Statements  
3. Approval of an Ordinance Authorizing the Execution of a Certain Agreement with Paymentus, Paymentech, LLC and JP Morgan Chase Bank  
F. Special Census Update-----Mike David, Trustee

**VI. NEW BUSINESS**

- A. Consent Agenda  
1. Approval of the January 23, 2017 Village Board Meeting Minutes  
2. Approval of the January 30, 2017 Special Village Board Meeting Minutes  
3. Approval of Paid Invoice List Dated February 2017  
4. Approval of Bills List Dated February 2017

5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 11, Subsection 11-1-1-H – Building Permit/Plan Review/Inspections  
*Text amendment provides for building fees for minor remodeling projects.*
6. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 11, Section 11-1-2 – Draw Down Deposit Agreement  
*Text Amendment will require developers to deposit an amount equal to the initial deposit prior to any item being placed on a deliberative body’s agenda. Due to the amount of work that goes into reviewing and preparing for a public meeting, reestablishing the initial deposit is necessary to cover the costs in the weeks leading up to a public hearing or meeting. The new language is found on page 3, paragraph 3.*
7. Approval of an Ordinance Authorizing the Execution of a Memorandum of Agreement with the Field Division, U.S. Census Bureau  
*MOA establishes an agreement to conduct a partial Special Census in the Hawthorn Trails and Hawthorn Hills subdivisions. Since the 2010 Census, these subdivisions have had significant growth, and capturing their population now as opposed to waiting until 2020 will provide additional revenue to the Village.*
8. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into a Field Rental Agreement with Lake County Stars Baseball Team  
*Provides for a field rental agreement for the 2017 season.*
9. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into a Field Rental Agreement with Lake Zurich Lacrosse Club  
*Provides for a field rental agreement for the 2017 season.*
10. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into a Field Rental Agreement with Hawthorn Woods Elite Soccer Club and Hawthorn Woods Honors Soccer Club  
*Provides for a field rental agreement for the 2017 season.*
11. Approval of an Ordinance Authorizing the Execution of an Agreement with Christopher B. Burke Engineering, Ltd.  
*Agreement allows for CBBEL to conduct a sewer and water service feasibility assessment for the Uptown Area.*
12. An Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into a Weed and Algae Control Agreement with Scientific Aquatic Weed Control, Inc. of Gurnee, Illinois, for Maintenance Services of Village Ponds in Copperfield and Heritage Oaks Park  
*Services to include weed and algae control through September 1, 2017.*
13. An Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into a Maintenance Agreement with Apex Landscaping, Inc. of Hawthorn Woods, Illinois for Village Islands and Cul De Sacs  
*Contract is for the 2017 and 2018 seasons.*
14. Approval of a Resolution Recognizing National Engineers Week

B. Items for Separate Action

1. Approval of an Ordinance Approving an Amended Special Tax Roll for Special Service Area Number Four of the Village of Hawthorn Woods
2. Approval of an Ordinance Authorizing the Execution of an Agreement with Christopher B. Burke Engineering, Ltd. (CBBEL) – Update to Village-Wide Analysis of Reported Drainage Problems report  
*Agreement provides for CBBEL to provide an update to the Village-Wide Analysis of Reported Drainage Problems report that was completed by CBBEL in February 2016. The update will expand and re-prioritize the list of drainage issues as recommended by*

*the Drainage Work Group. Staff recommends this work be paid for out of the Contingency expenditure line item at a cost not to exceed \$8,900.00.*

## **VII. OLD BUSINESS**

- A. None this month.

## **VIII. ADMINISTRATION REPORTS**

- A. Report from the Chief Operating Officer – Pamela O. Newton, MSOL
  - 1. Village Operations Report
- B. Report from the Village Attorney
- C. Reports from Department Heads
  - 1. Chief Administrative Officer – Donna Lobaito
    - a. Chief Administrative Officer’s Report
    - b. Village Clerk’s Report
  - 2. CFO/Human Resources Director – Kristin N. Kazenas, CPA, MBA, CPFO
    - a. Finance Department Report
    - b. Human Resources Department Report
      - 1. Wellness Committee 2016 Annual Report
    - c. Risk Management Department Report
    - d. Business Continuity Work Group Report
  - 3. Chief of Police – Jennifer R. Paulus
    - a. Police Department Report
  - 4. Director of Public Works/Village Engineer – Erika M. Frable, PE
    - a. Public Works Department Report
    - b. FAU Route Reclassification Update
  - 5. Director of Parks and Recreation – Brian J. Sullivan, MPA, CPSI, CPRP
    - a. Parks and Recreation Report
  - 6. Director of Community Development – Michael Cassata, AICP
    - a. Community Development Department Report

## **IX. EXECUTIVE SESSION**

- A. Purchase of Property (5 ILCS 120/2(c) 5), Probable or Pending Litigation (5 ILCS 120/2(c) 11), and Discussion of Executive Session Minutes (5 ILCS 120/2(c) 21)

## **X. ADJOURNMENT**