



**THE VILLAGE OF HAWTHORN WOODS  
SPECIAL VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, JUNE 26, 2017  
6:30PM**

**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. Approval of a Resolution of Appreciation—Trustee Peter Ponzio
- B. Approval of a Resolution Recognizing Scott Gaschler for His Service to the Village of Hawthorn Woods as Deputy Chief of the Wauconda Fire District
- C. Presentation by Lee Fell, PE, Christopher B. Burke Engineering, Ltd.—Darlington Road Culvert Replacement Project
- D. Presentation of the Comprehensive Annual Financial Report as of December 31, 2016—Jason Askin, Sikich
- E. Presentation of the Market Analysis—AECOM—Chris Brewer
  - 1. Approval of a Resolution Authorizing the Mayor and Village Board to accept the Downtown/Uptown Market Analysis and Infrastructure Assessment—AECOM Technical Services, Inc.

**V. PUBLIC HEARINGS**

- A. A Public Hearing for the Proposed Establishment of “Backup Special Service Area #6” for the Stonebridge Subdivision and Setting a Public Hearing and Other Procedures in Connection Therewith
  - 1. Approval of an Ordinance Proposing Establishment of “Backup Special Service Area #6” for the Stonebridge Subdivision and Setting a Public Hearing and Other Procedures in Connection Therewith  
*Per HOA Covenants, a Backup SSA allows the Village to levy taxes to pay for subdivision maintenance costs if HOA fails to maintain.*
- B. A Public Hearing for the Proposed Establishment of “Backup Special Service Area #7” for the Hawthorn Trails Phase Three Subdivision and Setting a Public Hearing and Other Procedures in Connection Therewith

1. Approval of an Ordinance Proposing Establishment of “Backup Special Service Area #7” for the Hawthorn Trails Phase Three Subdivision and Setting a Public Hearing and Other Procedures in Connection Therewith  
*Per HOA Covenants, a Backup SSA allows the Village to levy taxes to pay for subdivision maintenance costs if HOA fails to maintain.*

**VI. 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 -----Jayne Kosik, Chair  
Kelly Corrigan, Trustee Liaison
  1. Approval of the April 2017 Financial Statements
  2. Approval of the May 2017 Financial Statements
  3. Acceptance of the Comprehensive Annual Financial Report as of December 31, 2016
  4. Acceptance of the Auditor’s Communication to the Board of Trustees as of December 31, 2016
  5. Approval of the Annual Treasurer’s Report for the Year Ended December 31, 2016
  6. Approval of Budget Transfers
- F. Special Census Update-----Mike David, Trustee

**VII. NEW BUSINESS**

- A. Consent Agenda
  1. Approval of the May 8, 2017 Special Village Board Meeting Minutes
  2. Approval of the June 13, 2017 Special Village Board Meeting Minutes
  3. Approval of the Bills List Dated June 2017
  4. Approval of Paid Invoice List Dated June 2017
  5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 6—Motor Vehicles and Traffic, Chapter 3—Parking Regulations, Section 6-3-1—Prohibited Parking Areas  
*Text amendment making Hubbard Ln., no parking on the East side of the road between Old McHenry and Stonebridge in front of the school.*
  6. Approval of an Ordinance Authorizing the Disposal of Personal Property Owned by the Village of Hawthorn Woods  
*Ordinance provides for the disposal of certain personal property.*
  7. Approval of an Ordinance Ratifying and Confirming the Previously Executed Des Plaines River Watershed Workgroup Agreement  
*The agreement provides for the collection of data that would assist in identifying issues that impact local and regional water quality within the Des Plaines River Watershed. Being a member will assist the Village in meeting requirements/recommendations of the NPDES Program for being involved in a*

*watershed group and allows the Village to take credit for stream monitoring activities performed throughout the watershed.*

8. Approval of an Ordinance Authorizing the Execution of a Certain Confidentiality Agreement – Comcast of Illinois, LLC and Azavar Audit Solutions, Inc.  
*Confidentiality agreement is related to the independent audit of the cable franchise fee revenues received by the Village from Comcast of Illinois, LLC*
9. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Enter Into a Traffic Enforcement Agreement with Pulte Home Corporation—Hawthorn Hills Subdivision  
*Text amendment authorizes the Village to establish and maintain traffic control restrictions within the subdivision during construction.*
10. Approval of an Ordinance of the Village of Hawthorn Woods, Lake County, Illinois Ascertaining the Prevailing Rate of Wages for Laborers, Mechanics and Other Workers Employed on Public Works of Said Village  
*The Ordinance adopts the prevailing rate of wages as required by 820 ILCS 130/0.01 et. Seq., The Prevailing Wage Act.*
11. Approval of a Resolution Designating July as Parks and Recreation Month
12. Acceptance of the Police Pension Municipal Compliance Report  
*The Municipal Compliance Report is required by 5-3-143 of the Illinois Pension Code.*

#### B. Items for Separate Action

1. Approval of an Ordinance Authorizing the Execution of a Certain Agreement with Christopher B. Burke Engineering, Ltd. (CBBEL)  
*Ordinance provides for professional engineering services related to the design and construction, engineering, and permitting of the Darlington Drive Culvert Replacement Project.*
2. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 7, Section 7-2-5—Establishing Standards for the Construction of Certain Facilities on the Rights-of-Way  
*Title 7 of the Village Code regulates public utilities, including the location and construction of utility facilities within rights-of-way. The text amendment would modify this section to include regulations specifically addressing Small Cells; that is, microcells and DAS installations.*

### VIII. OLD BUSINESS

- A. None this month.

### IX. 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
    - 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
  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

**X. 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)

**XI. ADJOURNMENT**