



**THE VILLAGE OF HAWTHORN WOODS
SPECIAL VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, NOVEMBER 23, 2015
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. PRESENTATIONS

- A. Presentation of the Strategic Leadership and Governance Award by ICMA to Pamela Newton, Donna Lobaito and the Village of Hawthorn Woods
- B. Presentation of the Village's Ice and Snow Removal Plan—Matt Bartlett

V. PUBLIC HEARING

- A. A Public Hearing for the Fiscal Year 2016 Village Budget
- B. Truth in Taxation Hearing for the Proposed Property Tax Levy for the Village of Hawthorn Woods for the Fiscal Year Commencing on January 1, 2016 and Ending December 31, 2016, of the Village of Hawthorn Woods, Lake County, Illinois

VI. MAYOR'S REPORT AND COMMITTEE REPORTS

- A. Mayor's Report -----Joseph Mancino, Mayor
 - 1. Approval of a Resolution Opposing the Proposed Extension of Rt. 53 Through the Village of Hawthorn Woods
- B. Public Safety and Judicial -----Gene Gawalek, Chair
Neil Morgan, Trustee Liaison
- C. Environmental Committee -----John Bickley, Chair
Steve Riess, Trustee Liaison
- D. Zoning Board of Appeals -----John Kosik, Chair
Dominick DiMaggio, Trustee Liaison
- E. Planning, Building and Zoning Commission -----Susy Rein, Chair
Dominick DiMaggio, Trustee Liaison

F. Finance Committee -----Peter Ponzio, Chair
Kelly Corrigan, Trustee Liaison

1. Approval of the August, 2015 Financial Statements
2. Approval of the September, 2015 Financial Statements
3. Approval of the October, 2015 Financial Statements
4. Approval of Budget Transfers
5. Approval of an Ordinance Authorizing the Execution of a Treasury Management Proposal Agreement – Inland Bank
6. Approval of an Ordinance Authorizing the Execution of a Wire Transfer Agreement – Inland Bank
7. Approval of an Ordinance Authorizing the Execution of a Positive Pay Enrollment Form Agreement – Inland Bank

VII. NEW BUSINESS

A. Consent Agenda

1. Approval of the October 19, 2015 Village Board Meeting Minutes
2. Approval of Paid Invoice List Dated November, 2015
3. Approval of Bills List Dated November, 2015
4. Approval of the 2016 Meeting Calendar
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods— Title 1, Section 1-5-3A—Committee Appointment; Title 2, Chapter 4— Parks and Recreation Board; Title 2, Chapter 5—Public Safety and Judicial Committee; Title 2, Chapter 7—Property and Public Works Committee; Title 7, Section 7-3-3B—Park Rules and Regulations, Permits—Repeal and Reserve for Future Use
Text amendment provides for the repeal of certain committees.
6. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 3, Chapter 3-1-17—License to be Posted; Destruction; Removal of License
Text amendment eliminates the need for home based businesses to prominently post a business license on the premises.
7. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 8, Section 8-4-3—Exemptions from Provisions Relating to Fences on Municipal Properties
Text amendment provides for fence exemption on Municipal zoned properties.
8. Approval of an Ordinance Authorizing the Execution of an Agreement – Family Service: Prevention, Education & Counseling
Ordinance renews annual contract for the Village’s employee assistance program.
9. Approval of an Ordinance Authorizing the Chief Operating Officer to Award the Onondaga Drive Culvert and Bruce Circle North Culvert Replacement Project
A public opening of bids occurred November 17, 2015, with thirteen vendors bidding on the project. Staff and Christopher B. Burke Engineering recommend that the project be awarded to Glenbrook Excavating in an amount not to exceed \$187,623.00. The engineer’s estimate was \$209,585.00.

10. Approval of a Resolution Authorizing Submittal of the Lake County Community Development Block Grant (CDBG) 2016 Public Improvements Application and a Commitment to Village Funds for Requested CDBG Grant Projects
Application request for 75% of the cost of Village Board room handicap accessibility improvements and park pathway connectivity.
11. Approval of a Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code for Fiscal Year 2016
This resolution is required for the Village to appropriate Motor Fuel Tax (MFT) funds to be used for maintenance operations during fiscal year 2016.
12. Approval of a Resolution in Recognition of the Village of Hawthorn Woods Being Named the #1 Safest City in Illinois in 2015 by Safewise.com
13. Resolution Adopting Amended Rules and Regulations of the Hawthorn Woods Board of Police Commissioners
Amended Rules and Regulations of the Board of Police Commissioners as approved by the Police Commission on November 12, 2015.

B. Items for Separate Action

1. Approval of an Ordinance Adopting an Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2016 and Ending December 31, 2016
2. Approval of an Ordinance Providing for the Levy of Taxes for the Fiscal Year Commencing January 1, 2016 and Ending December 31, 2016, of the Village of Hawthorn Woods, Lake County, Illinois
3. Approval of an Ordinance Abating Special Service Area Taxes for Special Service Area Number Four of the Village of Hawthorn Woods and Approving an Amended Special Tax Roll
4. Refund of \$80,000 Contingency to Hawthorn 45—Hawthorn Trails Subdivision
Funds collected in 2013 to guarantee performance under the settlement agreement as well as any third party claims for payment of previously installed public improvements. The Village will still hold \$20,000 until punch list items are completed and approved by Village.
5. Approval of an Ordinance Authorizing the Chief Operating Officer to Enter Into an Agreement with Arthur J. Gallagher Risk Management Services:
 - Accept the Proposal of Insurance from Arthur J. Gallagher Risk Management Services; and
 - Execute “Client Authorization to Bind Coverage”; and
 - Execute “Gallagher Compensation Agreement”; and
 - Expend \$161,502 for Property, Casualty, and Workers Compensation Insurance
6. Approval of Medical, Dental and Vision Insurance Plans for 2016

VIII. OLD BUSINESS

- A. None this month

IX. ADMINISTRATION REPORTS

- A. Report from the Chief Operating Officer – Pamela O. Newton, MSOL
 - 1. Monthly Update – Village Operations
- B. Report from the Village Attorney
- C. Reports from Department Heads
 - 1. Chief Administrative Officer – Donna Lobaito
 - a. Chief Administrative Officer
 - b. Village Clerk’s Report
 - 1. Notification of the Approved Records Disposal Certificate from the Local Records Commission
 - 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
 - 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. Probable or Pending Litigation (5 ILCS 120/2(c) 11), and Discussion of Executive Session Minutes (5 ILCS 120/2(c) 21)

XI. ADJOURNMENT