

VILLAGE OF NORTH BARRINGTON
PRESIDENT AND BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
Wednesday, March 22, 2023

Call to Order

The meeting was called to order at 6:00 p.m.

Roll Call

Roll Call was answered by Trustees Kelleher, Kerrigan, Pais, Rogus, Weiner, and President Sweet McDonnell. Trustee Horcher was absent. Also present was Treasurer Mike Sands, Katherine Andrus from Government Accounting and Professional Services, Jacob Wellbank from Robinson Engineering, Village Attorney Bryan Winter, Village residents Maja and Sheba Sands, Plan Commission Chairperson Gery Herrmann, Village Administrator John Lobaito, Administrative Assistant Sue Murdy.

Pledge of Allegiance

The Pledge of Allegiance was led by Maja Sands.

Public Comment

Sheba Sands, a resident of the Village of North Barrington, addressed the Board and thanked them for their attention to the stormwater issues in the Village. President Sweet McDonnell thanked Ms. Sands.

FYE 2024 Proposed Budget and Five (5) Year Capital Improvement Plan Discussion

Village Administrator John Lobaito addressed the Board to explain that tonight's proposed budget discussion is for the purpose of the Village Board understanding the budget and approving the budget at the April 2023 Board Meeting. The purpose is to provide transparency and accountability to the taxpayers. The Appropriations Ordinance is different in that it establishes the legal spending limit and must be approved by the Village Board by the end of the first quarter of the new fiscal year.

Administrator Lobaito stated the Parks and Recreation Commission will present their 5-year plan at the April 2023 Board of Trustees Meeting.

Administrator Lobaito introduced Village Treasurer Mike Sands, Village Accountant Katherine Andrus from Governmental Accounting and Professional Services, and Jacob Wellbank from Robinson Engineering. Mr. Wellbank is the Certified Village Enforcement Officer for all watershed and stormwater permits issued by Lake County within the Village of North Barrington.

Administrator Lobaito referred the Board to the Power Point Slide Presentation. The power point was put together to give the Board a historical view of revenues and expenditure and an overview of the current financial condition of the Village.

Administrator Lobaito noted that the American Rescue Plan Act (ARPA) funds were one-time revenues received in FYE 2023. No ARPA revenues are budgeted in FYE 2024.

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Expected revenues are estimated to be down compared to FYE 2023 by \$266,980. The single largest decrease is from funds received from ARPA. The final payment of \$227,034 was received in FYE 2023.

Mr. Lobaito noted that Motor Fuel Tax (MFT) revenues are expected to be down compared to FYE 2023 by an estimated \$36,000, due to the elimination of proceeds from the Rebuild Illinois Program. Conservative revenue estimates are reflective of the growing concern about inflation in the coming year and a weak economy.

Additional revenue sources for the Village were highlighted and discussed.

Property tax revenues have historically been flat. Due to an increase in EAV estimations and the tax levy, property tax income is expected to rise. The Village of North Barrington is within the boundaries of two different townships.

Income tax revenues are projected to be flat and sales tax revenues are projected lower than the prior year.

Overall, FYE 2024 revenues are estimated to be lower than FYE 2023.

The FYE 2024 proposed budget projects an approximate \$297,321 surplus. Administrator Lobaito stated it is recommended that the surplus be transferred from the General Fund to the Capital Projects Fund at the end of the fiscal year. The Capital Projects fund was created by the Village Board (Ord. 2021-07) to better manage and plan for the Village's capital investment needs in the short and long term.

Administrator Lobaito reviewed new initiatives and expenses for FYE 2024. The Village culvert cost sharing program and tree cost sharing programs are expanding. Additional funds have been allocated to the Grassmere/Haverton/Oaksbury Stormwater project, MS4 program (stormwater facilities maintenance to minimize pollutants from entering the Village streams and waterways), and Ela Township maintenance program. The Village contains a lot of aging infrastructure, and the initiative will address necessary ongoing maintenance. The Parks and Recreation Commission projects will be part of the initiative.

Village Administrator Lobaito reviewed with the Board the materials distributed:

- FYE 2024 Proposed Budget
- Capital Projects Fund Summary
- 5-Year Capital Improvement Plan
- Motor Fuel Tax Fund (Street Maintenance Program)

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Mr. Lobaito stated the proposed General Fund budget of \$1,315,603 is less than the FYE 2023 budget by \$41,726, due in large part to the reduction in the police services contract.

Some General Fund items were highlighted:

1. Salaries and benefits are flat.
2. Police Services costs are down.
3. Increase in Forester budget for additional Tree Removal.
4. Parks-increase in event programming budget.
5. ZBA budget increase due to planned update to the Village Zoning Ordinance.
6. Increase in Public Works maintenance activity. New initiative for a programmatic approach to annual maintenance of Village storm water management systems.

Administrative Lobaito reviewed the Grassmere/Haverton/Oaksbury map illustrating the source of the flooding over Illinois Highway 59 and the surrounding Village and unincorporated areas. There will be extensive engineering and permit expenses anticipated for this project. The final goal is to minimize flooding. Mr. Jacob Wellbank from Robinson Engineering explained the engineering requirements.

Administrator Lobaito explained this is the third year of the Village's CIP (Capital Improvement Plan). The Village uses this planning and management tool for the Village Board to coordinate the timing and financing of capital improvements. The CIP is divided into four categories: Public Infrastructure, Facilities, Information Technology (IT), and Street Program. The CIP is developed by evaluating projects based on established criteria such as, public safety, added value to the community, cost, and availability of funds.

Village Treasurer Mike Sands stated to the Board that the CIP funding comes from general revenues of the Village, grant funds, MFT and unrestricted reserves. The Village has received funds over the past two fiscal years from the American Rescue Plan Act of approximately \$400,000 and the Rebuild Illinois Program of approximately \$200,000. The Rebuild Illinois funds are restricted to street improvements. These are one-time revenues and therefore are being transferred to the Capital Projects Fund for one-time expenditures.

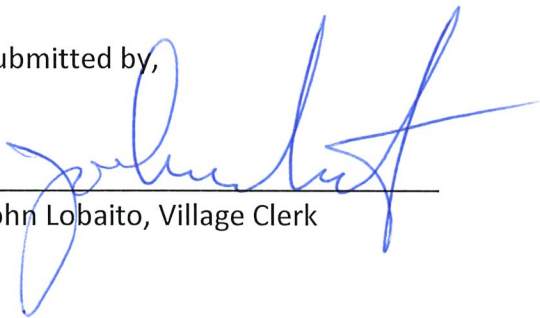
This year's operating budget was developed with a conservative expectation on revenue and a realistic view of expenditures. The Capital Improvement Plan reflects a focus on improving the public infrastructure in the immediate future, and a long-term view on improving the Village's open space and park facilities. The aim is to improve the community environment that will continue to make North Barrington an attractive place to live.

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Adjournment

There being no further business to discuss, a motion to adjourn the meeting was made. On voice vote all voted AYE. No NAYS. Motion Carried. The meeting was adjourned at 6:55 p.m.

Submitted by,



John Lobaito, Village Clerk

