



**THE VILLAGE OF HAWTHORN WOODS
JOINT FINANCE/COMMITTEE OF THE WHOLE
AND
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, OCTOBER 28, 2019
6:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Trustee Kosik called the meeting to order at 6:05 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Kaiser, Kosik, Riess, Corrigan and DiMaggio. Trustee David was absent. Finance Committee members present: McCarthy. Finance Committee member Singh Kalra was absent.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Kristin Kazenas, Chief of Police Jennifer Paulus, and Director of Parks and Recreation Brian Sullivan.

II. PLEDGE OF ALLEGIANCE

**III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE JOINT
FINANCE/COMMITTEE OF THE WHOLE**

There was no public comment.

**IV. PRESENTATION AND OVERVIEW OF THE 2020 OPERATING AND CAPITAL
BUDGET**

Ms. Frable arrived at 6:13 p.m.

Ms. Newton provided highlights of the 2020 Operating and Capital Budget. She highlighted the Village's accomplishments in 2019 and reviewed the capital improvement projects.

V. REVIEW AND DISCUSSION OF 2020 OPERATING AND CAPITAL BUDGET

Ms. Kazenas presented the 2020 Operating and Capital Budget in detail. She reviewed the significant changes in the general fund revenues and expenditures. She also reviewed staffing changes. Ms. Kazenas noted the public hearing for the budget will be held at the November 25, 2019 Village Board meeting.

Trustee Corrigan inquired about altering the aquatic center season as a cost-saving measure. Ms. Kazenas said an analysis was being conducted and she would provide an update to the Finance Committee at the November meeting. Ms. McCarthy asked whether it was cost

effective to utilize a planning consultant versus a staff member. Ms. Kazenas responded that the arrangement with Rolf Campbell is cost neutral.

Trustee David arrived at 7:01 p.m.

VI. APPROVAL OF A MOTION TO RECOMMEND THE 2020 OPERATING AND CAPITAL BUDGET BE PLACED ON PUBLIC DISPLAY

Motion by Kaiser, second by Kosik to recommend the 2020 Operating and Capital Budget be placed on public display.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David, McCarthy

Nays: None

Abstain: None

Absent: Singh Kalra

Motion carried.

Ms. Kazenas indicated the budget would be placed online tomorrow with a paper copy available in the office, and an eblast would be sent regarding the same.

VII. ADJOURNMENT OF JOINT FINANCE/COMMITTEE OF THE WHOLE MEETING

Motion by Riess, second by Corrigan to adjourn the Joint Finance/Committee of the Whole Meeting.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David, McCarthy

Nays: None

Abstain: None

Absent: Singh Kalra

Motion carried.

The Joint Finance/Committee of the Whole meeting adjourned at 7:10 p.m.

The Board took a short recess.

VIII. CALL TO ORDER AND ROLL CALL OF THE VILLAGE BOARD MEETING

Mayor Mancino called the meeting to order at 7:16 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Kaiser, Kosik, Riess, Corrigan, DiMaggio, and David.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Kristin Kazenas, Chief of Police Jennifer Paulus, Public Works Director and Village Engineer Erika Frable, PE, Director of Parks and Recreation Brian Sullivan, and Village Attorney Patrick Brankin.

IX. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

At this time, the public is welcome to address the 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.

Jeff Skarb, 22 Rosewood Drive – Mr. Skarb addressed the Board regarding his concerns about traffic and standing water on his property. Ms. Frable noted she is working with Mr. Skarb on his drainage issue.

X. MAYOR’S REPORT AND COMMITTEE REPORTS

A. Mayors Report -----Joseph Mancino, Mayor

1. Appreciation Certificates – America In Bloom

Mayor Mancino presented certificates of appreciation to residents and members of the America In Bloom committee.

The Board took a recess at 8:01 p.m. to enjoy cake with the America In Bloom volunteers.

The Board meeting resumed at 8:27 p.m. with all Board members still present.

Mayor Mancino reported that a letter had been sent to the governor regarding the decommissioning of the Rt. 53 corridor to be used as a greenbelt.

B. Environmental Committee-----John Bickley, Chair
Steve Riess, Trustee Liaison

Trustee Riess reported that the committee is working on developing an environmental website.

C. Zoning Board of Appeals-----John Kosik, Chair
Dominick DiMaggio, Trustee Liaison

No report this month.

D. Planning, Building and Zoning Commission -----Jim Merkel, Chair
Dominick DiMaggio, Trustee Liaison

No report this month.

E. Finance Committee-----Jayne Kosik, Chair
Kelly Corrigan, Trustee Liaison

1. Discussion Regarding the Timing of the Streets Program Referendum

Trustee Kosik indicated the Finance Committee recommends the referendum question go on the March 2020 ballot. Ms. Newton stated staff will need the Board to be the voice in town and assist with getting the word out. Trustee Riess spoke about the importance of utilizing citizen groups as the Village staff and elected officials will be limited in what we can offer. Ms. Newton stated EO Sullivan will be working with the resident committee.

XI. NEW BUSINESS

A. Consent Agenda

1. Approval of the September 23, 2019 Village Board Meeting Minutes
2. Approval of the Bills List Dated October 2019
3. Approval of Paid Invoice List Dated October 2019
4. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement with Phil Carona/Stars Baseball Organization
5. Approval of an Ordinance Adopting a Complete Street Policy
6. Approval of a Resolution Proclaiming the Week of October 23 – 31, 2019 Red Ribbon Week
7. Approval of the 2020 Meeting Calendar
8. Authorization to Designate Brian Sullivan as Delegate to the Annual Business Meeting of the Illinois Association of Park Districts
9. Approval of a Recommendation by the Finance Committee to Place the 2020 Village Budget on Public Display

Item #5 was removed from the Consent Agenda.

Motion by DiMaggio, second by Kaiser to approve the Consent Agenda with the exception of agenda item #5.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

Motion by DiMaggio, second by Corrigan to approve Consent Agenda item #5, Approval of an Ordinance Adopting a Complete Street Policy.

Trustee Corrigan expressed concern about the language in the policy and unintended consequences. Staff and Mayor Mancino explained the policy was written to assist the Village with obtaining grant money. Ms. Frable indicated she would work with Trustee Corrigan on her concerns and have Christopher B. Burke Engineering revise the policy.

Revised motion by DiMaggio, revised second by Corrigan to send Consent Agenda item #5 back to staff.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

B. Items for Separate Action

1. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods by the Addition of Title 3, Chapter 9, Prohibiting Cannabis Business Establishments

Motion by Corrigan, second by Kosik to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods by the Addition of Title 3, Chapter 9, Prohibiting Cannabis Business Establishments.

Discussion ensued regarding the prohibition of the sale of recreational cannabis when the state is legalizing it on January 1, 2020.

Mr. Brankin noted that without passing an ordinance, people can apply for the retail use of recreational cannabis if the property is zoned properly. The state allows for the issuance of a special use permit to impose conditions, but absent such ordinance, the state act must be followed. He also noted that without regulations, the 3% tax cannot be imposed.

Roll call vote.

Ayes: Kaiser, Kosik, Corrigan

Nays: Riess, DiMaggio, David, Mancino

Abstain: None

Absent: None

Motion failed.

Mr. Brankin suggested the Village Board consider a six-month moratorium ordinance at the November meeting to allow staff to draft regulations. The Board agreed with this recommendation.

2. Approval of a Release of HDP Stonebridge, LLC Contribution Bond No. 1150251 in the Amount of \$111,860.00

Motion by Kaiser, second by Riess to approve the Release of HDP Stonebridge, LLC Contribution Bond No. 1150251 in the Amount of \$111,860.00.

Ms. Lobaito reminded the Board that the purpose of this bond related to contributions that were due to the Village and had been satisfied. She noted that the subdivision improvements secured by separate bonds are still in place.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

XII. OLD BUSINESS

- A. None this month.

XIII. ADMINISTRATION REPORTS

- A. Report from the Chief Operating Officer—Pamela O. Newton, MSOL
 1. Monthly Update—Village Operations

Ms. Newton's report is in the packet.

- B. Report from the Village Attorney—Patrick Brankin

Mr. Brankin's report will be provided in Executive Session.

- C. Reports from Department Heads
 1. Chief Administrative Officer—Donna Lobaito
 - a. Chief Administrative Officer Report

Ms. Lobaito's report is in the packet.

- b. Village Clerk's Report

Ms. Lobaito's report is in the packet.

- c. Community Development Department Report

Ms. Lobaito's report is in the packet.

2. Chief Financial Officer—Kristin Kazenas, CPA, MBA, CPFO
 - a. Finance Department Report

Ms. Kazenas' report is in the packet.
 - b. Human Resources Department Report

Ms. Kazenas' report is in the packet.
 - c. Risk Management Department Report

Ms. Kazenas' report is in the packet.
 - d. Business Continuity Work Group Report

Ms. Kazenas' report is in the packet.
3. Chief of Police—Jennifer R. Paulus
 - a. Police Department Report

Chief Paulus' report is in the packet.
4. Director of Public Works/Village Engineer—Erika M. Frable, PE
 - a. Public Works Department Report

Ms. Frable's report is in the packet.
5. Director of Parks and Recreation—Brian J. Sullivan, MPA, CPSI, CPRP
 - a. Parks and Recreation Report

Mr. Sullivan's report is in the packet.

XIV. EXECUTIVE SESSION

- A. Purchase of Property (5 ILCS 120/2(c) 1), Discussion of Probable or Pending Litigation (5 ILCS 120/2(c) 11), and Discussion of Executive Session Minutes (5 ILCS 120/2(c) 21)

Mayor Mancino indicated the need to enter into Executive Session for the purposes of Purchase of Property, and Probable or Pending Litigation.

Motion by Riess, second by Kaiser to enter into Executive Session.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None
Abstain: None
Absent: None
Motion carried.

Mayor Mancino stated no business would take place after Executive Session.

The Village Board moved into Executive Session at 9:22 p.m.

XV. ADJOURNMENT

The regular session of the Village Board reconvened at 10:00 p.m.

Motion by Riess, second by Kaiser to adjourn the meeting. Upon a voice vote, the motion carried and the meeting adjourned at 10:00 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk