

VILLAGE OF SOUTH BARRINGTON
COOK COUNTY, ILLINOIS
30 South Barrington Road
South Barrington, IL 60010

NOTICE OF PUBLIC MEETING
FINANCE COMMITTEE

Held at the South Barrington Village Hall – William R Rose Hall

THURSDAY, MARCH 2, 2017

3:30 PM

AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

APPROVAL OF MINUTES

Agenda Items

1. Preliminary Budget for Fiscal Year 2017/2018
2. IMRF Reserve Statement for Regular and SLEP Plans
3. Theatre Amusement Tax
4. Reserve Discussion

STAFF REPORTS

Village Administrator

Village Treasurer

CLOSED SESSION

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

cc:

Finance Committee Members
Village President and Board of Trustees
Storino Ramello & Durkin

Barrington Courier Review
Chicago Tribune, Northwest
Daily Herald

South Barrington Park Dist.
Barrington School Dist
BACOG

**VILLAGE OF SOUTH BARRINGTON
MINUTES OF THE FINANCE COMMITTEE MEETING
February 1, 2017
2:00 PM**

CALL TO ORDER

The meeting was called to order at 2:08 pm by Committee Chairman Stagno.

ROLL CALL

Members Present: Committee Chairman Stagno, Trustee Joseph Abbate, and Trustee Bernard Kerman.

Members Absent: None.

Others present: Mayor McCombie, Treasurer Michelle Bodie and Administrator Bob Palmer.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Trustee Abbate made a Motion to approve the Minutes of the Open Session Meeting held December 5, 2016. Trustee Kerman seconded the motion. By unanimous voice vote, the Motion passed.

AGENDA ITEMS

Autumn Leaves Letter of Credit Release/Expiration

Palmer explained that he had been contacted by the LaSalle Group regarding the release of their Letter of Credit (LOC) in the amount of \$100,013.20 for the Autumn Leaves Memory Care Facility located on Bartlett Road. Since the development was concluded about two years ago, it is appropriate to consider release of the LOC, however, upon investigation of the LOC it was discovered that it had expired January 1, 2017. Even though the LOC had expired, a review of the facility was made by the engineer and found to be in order. Additionally, the LaSalle Group requested formal documentation of the release of their LOC.

Motion was made by Trustee Abbate to recommend to the Village Board the formal release of the Letter of Credit for the Autumn Leaves Memory Care Facility. Seconded by Trustee Kerman. By unanimous voice vote, the Motion passed.

Applied Ecological Services (AES) – Conservancy Ban

Chairman Stagno explained that at the January meeting of the Conservancy Committee he attended, the merits of the vegetation burn at the Conservancy was discussed. The burn is recommended every three years to control the growth of invasive plants and promote healthy growth of natural plants. Applied Ecological Services (AES) will submit a proposal to conduct the burn similar to the one they performed in 2014. The timing of the burn is dependent on weather and wind conditions. Bodie explained that the estimated contract price is \$3,000 and approval is recommended. The Committee briefly discussed the Conservancy budget. It was the

consensus of the Committee to approve the contract with Applied Ecological Services for \$3,000 to conduct a vegetation burn at the Conservancy when conditions are favorable to do so.

Pitney Bowes Postage Meter Lease Contract

Bodie explained that the Village has received a new lease agreement with Pitney Bowes for the Village's Postage Meter. The previous lease of 36 months was for \$54/month or \$162/quarter. The proposed lease is for 48 months at \$52.60/month or \$157.80/quarter. The new lease includes updated equipment that will be wifi enabled for postage transfer. After brief discussion the Committee came to a consensus to authorize execution of the Pitney Bowes Meter Lease Contract for 48 months at \$52.60/month or \$157.80/quarter.

Resolution adjusting the Fair Market Value of Land

Palmer explained that this is an annual item whereby the Village adjusts the cash equivalent of land value in the Village by the Consumer Price Index from the previous 12 months to determine the contribution to the School Districts, Park District, Fire Protection District and Library District when residential development occurs. Another way this process is described is as an Impact Fee collected by the Village on behalf of the aforementioned taxing bodies. Chairman Stagno asked about how an actual land donation would work in this process, since the proposed ordinance pertains to a cash donation. Palmer explained that with a large enough parcel, it would be possible to have an actual land donation rather than the cash donation outlined by the resolution. Trustee Kerman mentioned the issue of a small area of the Regency that is included in Barrington Hills Park district instead of South Barrington Park District. Bodie stated she has emailed the Park district previously on this issue. Palmer stated he will contact the Executive Director of the Park District.

Motion was made by Trustee Abbate to recommend the proposed resolution to the full Village Board for consideration. Seconded by Trustee Kerman. By unanimous voice vote, the Motion passed.

Fiscal Year 2018 Budget Update

a. General Fund Revenue and b. Estimate of FY2018 Budget Update

Bodie gave a presentation on estimates of the General Fund Revenue for the upcoming fiscal year including an overview of Fund Accounting, noting the differences between Governmental, Proprietary and Fiduciary Funds. Special Service areas were briefly discussed, as well as the Police Pension Fund. Chairman Stagno asked about the Special Service Areas, particularly the type of project and how it was funded. Bodie explained that the Stonegate project was municipal sewer connection and in general, any Special Service Areas bonds will pertain to an infrastructure type project. Bodie went on to explain that the Village Revenue is well balanced into three parts: real estate taxes, sales taxes and other taxes and fees. Bodie pointed out that many other municipalities do not have such a balance due in part to a lack of commercial development. Bodie stated that from the general sales tax rate of 10%, the Village receives the 1% municipal share plus an additional 1% Home Rule Sales Tax implemented by Village. Separately, the Village directly collects a 1.5% Village Food and Beverage Tax. There was a review of the many Offset Revenues the Village receives such as grant funds, pension contributions and waste collection fees. These revenues are essentially a pass through revenue. Bodie noted that the Village has lost revenue due to the closing of the Millrose restaurant. The

Committee briefly discussed the projections for the Police Pension Fund investment returns. Bodie stated that work is continuing in the preparation of the budget and the information presented represents only the revenue portion.

STAFF REPORTS

Village Administrator

Palmer reported that Illini Power is continuing work on the Village Hall back-up generator and that he along with the Mayor and Police Chief attended a program presented by the Illinois Tollway on the successful progress of the I-90 Jane Addams Expressway project. He also informed the Committee that the Mayor, Village Engineer and Building Officer had met that day to discuss a program promoting solar energy development.

Finance Officer

Bodie reviewed the recent 1st installment Property Tax Bills that had been mailed, noting that these bills reflect 55% of last year's total tax. Cook County reports the taxing bodies' liabilities, such as unfunded pension liabilities, on this bill. Bodie pointed out that these amounts are self reported by the various municipalities and could be inaccurate. Bodie reviewed the South Barrington information and provided references for Village liabilities shown.

OLD BUSINESS

No old business.

NEW BUSINESS

Mayor McCombie reported that she anticipated a meeting would be scheduled to discuss personnel issues.

ADJOURNMENT

Having no further business, Chairman Stagno asked for a Motion from the Committee to adjourn the meeting. Trustee Kerman made a Motion and Trustee Abbate seconded. By unanimous voice vote, the motion passed, and the meeting was adjourned at 3:44 p.m.

Respectfully submitted by,

Bob Palmer
Village Administrator

These Minutes were approved this

_____ day of _____, 2017

AGENDA ITEM #1

1. Preliminary Budget for Fiscal Year 2017/2018 (to be distributed at meeting)

AGENDA ITEM #2

2. IMRF Reserve Statement for Regular and SLEP Plans



2016 EMPLOYER RETIREMENT RESERVE STATEMENT
REGULAR RESERVE ACCOUNT

PAGE: 1

VILLAGE OF SOUTH BARRINGTON
MICHELLE R. BODIE, TREASURER
30 S BARRINGTON RD
SOUTH BARRINGTON IL 60010-950

EMPLOYER NBR: 06116
PHONE NUMBER: 847-381-7510

FIELD REP.....: KATE SETCHELL

PHONE NUMBER: 708-848-4171

NORMAL COST	7.290	DISABILITY	.140
FUNDING ADJ OVR/UND	13.370	DEATH	.120
		SUPPLEMENTAL PENSION	.620
RETIREMENT	20.660		

OPENING BALANCE, JANUARY 1, 2016	239,282.14
INTEREST ON OPENING BALANCE - RATE: 7.500%	17,946.16
EMPLOYER RETIREMENT CONTRIBUTIONS (20.660% X 645,229.36)	133,304.23
RESIDUAL INVESTMENT LOSS CHARGE	11,000.57-
CREDIT ER FOR RET RESERVE CONT	61,934.99

MEMBER AND SURVIVOR ANNUITIES:
MEMBER INFORMATION

XXX-XX-2628 WARKENTHIEN, JEANINE M.	58,822.38-
XXX-XX-9501 HOOKER, LINDA A.	300,776.40-

TOTAL MEMBER AND SURVIVOR ANNUITIES COST	359,598.78-
ENDING BALANCE, DECEMBER 31, 2016	81,868.17



2016 EMPLOYER RETIREMENT RESERVE STATEMENT
SLEP RESERVE ACCOUNT

PAGE: 1

VILLAGE OF SOUTH BARRINGTON
MICHELLE R. BODIE, TREASURER
30 S BARRINGTON RD
SOUTH BARRINGTON IL 60010-950

EMPLOYER NBR: 06116
PHONE NUMBER: 847-381-7510

FIELD REP.....: KATE SETCHELL

PHONE NUMBER: 708-848-4171

NORMAL COST	8.470	DISABILITY	.140
FUNDING ADJ OVR/UND	.210-	DEATH	2.060
		SUPPLEMENTAL PENSION	.620
RETIREMENT	8.260		

OPENING BALANCE, JANUARY 1, 2016	27,129.95
INTEREST ON OPENING BALANCE - RATE: 7.500%	2,034.75
EMPLOYER RETIREMENT CONTRIBUTIONS (8.260% X 111,571.63)	9,215.78
RESIDUAL INVESTMENT LOSS CHARGE	170.92-
ENDING BALANCE, DECEMBER 31, 2016	38,209.56



Locally funded, financially sound.

Welcome Michelle! Your last visit was February 06, 2017. You are logged in as Security Administrator for Village of South Barrington

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- [RETIREES](#)
- [EMPLOYERS](#)
- [INVESTMENTS](#)
- [ABOUT IMRF](#)
- [FORMS AND PUBLICATIONS ARCHIVE](#)

Village of South Barrington

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Reserve Account(s)

The retirement reserve is used to pay retirement benefits for a unit of government's IMRF members. It is also one factor used to calculate the IMRF employer contribution rate.

Negative reserve balances stem from total member and survivor annuity costs exceeding the employer assets that are in the reserve. IMRF charges 7.5% interest on the opening balance (January 1st) of a negative reserve account.

Reserve Account(s) as of 02/08/2017

Account Description	Balance
Regular Retirement Reserve	81,868.17
SLEP Retirement Reserve	38,209.56

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Quick Links

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- [Manage Member](#)
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Employer 800 Number
 Got a question about IMRF employer tasks? Call our **exclusive, employer-only** number, **1-800-728-7971**, Monday-Friday, 7:30 AM - 5:30 PM for access to an IMRF Representative who specializes in employer customer service. Please do not share this number; employees may contact IMRF at 1-800-ASK-IMRF(275-4673).

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Employer Support Videos
 IMRF offers Employer Support Videos to help Authorized Agents complete common tasks.

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AGENDA ITEM #3

3. Theatre Amusement Tax

ORDINANCE NO. 0-98-525

AN ORDINANCE AMENDING TITLE 3 OF THE
SOUTH BARRINGTON VILLAGE CODE BY ADDING
A NEW CHAPTER 9 ESTABLISHING
THEATER AMUSEMENT TAX

BE IT ORDAINED by the President and Board of Trustees of the Village of South Barrington, Cook County, Illinois, as follows:

Section 1. Title 3 of the South Barrington Village Code is hereby amended by adding thereto a new Chapter 9 for the purposes of providing for the imposition of theater amusement tax, which Chapter 9 shall read as follows:

Chapter 9. Theater Amusement Tax

Section 3-9-1 Definition

As used in this Chapter, the term "licensee" shall mean any person licensed by the Village to operate theater amusement facility within the Village.

Section 3-9-2 Scope

The theater amusement tax provided for in this Chapter shall apply to all theater exhibitions, shows, theatricals, movies, and other cinematic events, offered to the public in the Village, which charge an admission fee ("amusement").

Section 3-9-3 Imposed

- (a) Any person or entity operating theater exhibition, show, theatrical, movie or cinematic event offered to the public in the Village shall pay to the Village an amount equal to twenty five (.25) cents for each "paid admission", as defined below, entering into or upon the amusement area or grounds of the licensee. A "paid admission" shall be defined as an individual patron who pays a fee or surrenders evidence of pre-payment for the privilege of admission to the theater.

- (b) This amusement tax shall be in addition to and not instead of any other license fees required by this Code.

Section 3-9-4 Books and Records

Accurate books and records shall at all times be kept and maintained by the licensee showing the paid admission tickets issued and used any pre-paid certificates presented on each day and the attendance at such amusement. The duly authorized representative or representatives of the Village shall at all reasonable times have access to the admission records of any licensee for the purpose of examining and checking the same and ascertaining whether or not the proper amount has been or is being paid to the Village as herein provided.

Section 3-9-5 Bond required

- (a) In the event the licensee shall have a license to operate an amusement on a temporary basis then the licensee shall provide a bond executed by the licensee as principal and by a surety acceptable to the Village, said bond to guarantee the payment of the tax imposed hereby and to be in an amount sufficient to cover the estimated tax which shall become due by virtue of the operation of the amusement or athletic exhibition.
- (b) A temporary license is hereby defined as a license issued for a period other than the normal license year.

Section 3-9-6 Time for payment

- (a) The tax provided for in this Chapter shall be due and payable to the Village on or before the last day of the month ("Due Date") following any month during which the amusement is operated. The licensee shall supply, at the time of payment, a report showing the paid admission tickets issued and used any pre-paid certificates presented on each day of operation and the attendance for which the tax provided herein is being paid. All payments and reports required herein shall be delivered to the office of the Village Clerk.
- (b) If for any reason any tax is not paid on the Due Date, and such non-payment continues for ten (10) days after written notice to licensee, a penalty at the rate of two percent (2%) per month on the amount of tax which remains unpaid, accruing from the Due Date, shall be added and collected. Whenever any person shall fail to pay any tax as herein provided and after expiration of the applicable cure period, upon the request of the Village President, the Village Attorney shall bring or cause to be brought an action to enforce the payment of said tax on behalf of the Village in any court of competent jurisdiction.

Section 3-9-7 Revocation of license

Failing or refusing to pay the amount due as herein provided may result in the revocation of an amusement license issued under this Code.

Section 3-9-8 Penalty

Any licensee failing or refusing to file the necessary return, who makes a fraudulent return or who fails to pay the amount found to be due as herein provided shall upon a finding of guilty be punished by a fine of not less than Two Hundred and Fifty Dollars (\$250.00) and not more than Seven Hundred and Fifty Dollars (\$750.00) in addition to the amount of tax and any interest due from such licensee as may be liable in a civil action as herein provided. A separate offense shall be deemed committed for each month the licensee fails or refuses to pay the amount found to be due as herein provided.

Section 2. This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as required by law.

PASSED this 8 day of January, 1998.

APPROVED this 8 day of January, 1998.

Patricia Graft
President

ATTEST:

Stephen J. Ralch
Village Clerk

AYES: Niemuniski, Numma, Neben, Sobti, Rosenthal

~~NAYS:~~ Abstain with Cause: Scusto

ABSENT: None

PUBLISHED IN PAMPHLET FORM January 9, 1998.

a:sl\ordinance\thetrax.sb

AGENDA ITEM #4

4. Reserve Discussion

Village of South Barrington
Reserve Cash Calculation
Estimate For Fiscal Year Ended April 30, 2016 (as of May 10, 2016)

		FY 2016	FY 2015	FY 2014	FY 2013	FY 2012	FY 2011	FY 2010	FY 2009	FY 2008	FY 2007	FY 2006	FY 2005
Budgeted Expense	E	6,822,000	6,775,000	6,273,500	6,162,000	5,995,560	5,811,650	5,706,475	5,394,600	5,370,500	5,074,800	4,488,010	3,838,948
40% Target	(E*40%)	2,728,800	2,710,000	2,509,400	2,464,800	2,398,224	2,324,660	2,282,590	2,157,840	2,148,200	2,029,920	1,795,204	1,535,579
Cash Balance before Reserve	C	4,072,805	3,302,219	3,658,018	3,695,802	4,119,194	3,683,391	2,514,537	2,243,493	2,342,451	3,308,447	2,262,192	2,100,344
Accounts Payable FY Expenses		(84,627)	(82,024)	(105,708)	(94,014)	(81,068)	(71,489)	(48,948)	(65,359)	(98,323)	(42,943)	(71,288)	(98,916)
Payroll Payable FY Expenses		(128,067)	(13,196)	(122,300)	(134,088)	(111,373)	(111,129)	(103,263)	(111,222)	(107,006)	(114,709)	(87,739)	(85,131)
Total Accruals	A	(212,694)	(95,220)	(228,008)	(228,102)	(192,441)	(182,618)	(152,211)	(176,581)	(205,329)	(157,652)	(159,027)	(184,047)
Adjusted Cash Balance	(C - A)	3,860,111	3,206,999	3,430,010	3,467,700	3,926,752	3,500,773	2,362,326	2,066,912	2,137,122	3,150,795	2,103,166	1,916,297
Excess Cash Available to Reserve													
Adj Cash Balance Less Target		1,131,311	496,999	920,610	1,002,900	1,528,528	1,176,113	79,736	(90,928)	(11,078)	1,120,875	307,962	380,718
Temp increase in Target (see Note ^)							236,000						
Levy Reduction		-	-		100,000		255,000	200,000					
Emerald Ash Borer Tree Prog Reserve		124,147			150,000	150,000							
Transfer to Road Program		300,000			200,000	100,000							
Additional Contribution to Pensions!		350,000	200,000										
Transfer to Capital Projects	R	357,000	300,000	900,000	550,000	1,300,000	685,000	-	-	-	1,120,000	307,000	380,000
		~	+		>	&	^	#					
Cash Balance after Transfer	(C - R)	2,941,658	2,802,219	2,758,018	2,695,802	2,569,194	2,507,391	2,314,537	2,243,493	2,342,451	2,188,447	1,955,192	1,720,344

NOTES:

- ~ Contribution of \$300,000 to Police Pension and \$50,000 to IMRF
- + Contribution of \$100,000 to police pension and \$100,000 to IMRF
- * on \$3.155 million bond issue for the purchase of Woods Parcel B
- # No reserve was booked - the levy was offset by \$200,000 in part due to excess funds over the target
- ^ \$236,000 to stay in general fund to offset potential State delays or reductions in LGDF payments.
- & Created Emerald ash borer reserve with \$150,000 allocation and transferred \$100,000 to Road Capital fund.
- > \$150,000 to Emerald Ash Borer Reserve and \$200,000 to Road Capital fund.

	2016	2015	2014	2013	2012
Capital Project Cash Balance	1,502,271	1,167,571	2,910,291	4,022,268	3,507,954

! Additional Pension Contributions (from reserves highlighted in orange)			
	Police	IMRF	Res
FY 2015	100,000	100,000	2015-1497
FY 2016	-	100,000	2015-1555
FY 2016	150,000	50,000	2016-1599
FY 2016	150,000	-	2016-1613
FY 2017			
FY 2018			
FY 2019			
FY 2020			
TOTAL	400,000	250,000	