

**VILLAGE OF SOUTH BARRINGTON  
MINUTES OF THE FINANCE COMMITTEE MEETING  
AUGUST 21, 2024  
2:30 PM**

**CALL TO ORDER**

The meeting was called to order at 2:37 pm by Committee Chairman Stagno.

**ROLL CALL**

Members Present: Chairman Stagno and Trustee Abbate.

Members Absent: Trustee Alvarado

Others present: Mayor Paula McCombie and Wayde Frerichs, Finance Director.

**PUBLIC COMMENT** – None.

**APPROVAL OF MINUTES**

Motion to approve the Minutes of July 8, 2024 by Abbate and seconded by Stagno. On a voice vote, motion unanimously approved.

**AGENDA ITEMS**

**1. Discussion of General Fund Cash Reserve with Transfer Considerations to Other Funds.**

Frerichs presented the Committee with information regarding the General Fund Cash Reserve. Using the established reserve percentage of 30% of operating expenses, the FY24 General Fund transfer would allow for \$1,104,000 to be moved to various funds. The original proposed transfer was for \$780,000 to the Capital Fund, \$300,000 to the Road Replacement Fund and \$24,000 to a newly established Special Events Reserve account. After a brief discussion regarding estimated ending fund balances, the transfer amounts to the Capital and Road Replacement Funds were changed to \$700,000 and \$380,000 respectively. Previously discussed General Fund reserve amounts of 35% of operating expenses were not brought up. Trustee Abbate motioned to recommend transfers to the Village Board and Chairman Stagno seconded. On a voice vote, motion unanimously approved.

**2. Discussion of a Resolution Amending Salary and Hourly Wage Ranges for Certain Non-Union Village Employees.**

Mayor McCombie discussed amending the salary range of the Village's Building Officer position as a result of exceptional job performance and positioning on our survey of comparable communities. Director Frerichs agreed that the change was well deserved and consistent with our survey. Motion to recommend amendment to the Village Board was made by Trustee Abbate and seconded by Chairman Stagno. On a voice vote, motion was unanimously approved.

**3. Discussion of FY24 Audit Progress.**

Frerichs discussed that the auditors would be onsite the week August 26, 2024. Frerichs further discussed that he expected the fieldwork to go smoothly and that most of the work papers and anticipated documentation requests were already completed. Discussion only, no further action.

**4. Discussion of “To Go” Alcoholic Beverage Containers as a Special Use Liquor License to Promote a “Sip ‘n’ Shop” Experience within the Arboretum Shopping Complex.**

Mayor McCombie presented information regarding a proposal from the Arboretum requesting a new liquor license classification or special use which would enable patrons to purchase “to go” beverages at a Designated Outdoor Refreshment Area or “DORA”. This classification would be extended to select Arboretum of South Barrington businesses that currently hold liquor licenses. The intention of this proposal is to allow customers to stroll the Arboretum with an alcoholic beverage in order to enjoy a “sip ‘n’ shop” experience. The “DORA” and subsequent experience would set the Arboretum apart from its competitors such as Deer Park. It is the belief of the Arboretum that this amenity will increase loyalty to the Arboretum shopping complex and increase sales of the businesses. Chairman Stagno asked if there are any rules regarding B.Y.O.B. opportunities or how the experience would be enforced. Chairman Stagno mentioned perhaps identifiable glasses or colored glasses could be used. It was concluded that the proposal seemed like a good idea and a fun shopping experience. Trustee Abbate motioned to move the proposal to the Village Board and Chairman Stagno seconded. On a voice vote, motion was unanimously approved.

**NEW BUSINESS** – None.

**OLD BUSINESS** – Frerichs discussed being in possession of several checks issued by our insurance company based on the adjuster’s findings. Frerichs was concerned that if the checks were cashed, it would be construed as the Village recognizing the payout as an accurate representation of the value of the damaged property. The payouts were significantly less than the value of the various damaged properties (parking lot light fixtures, Village Hall roof and the footbridge railing). Frerichs had discussions with Damian and reviewed claims versus adjuster valuations. Regardless, it was determined that we need to get the work on damages started immediately. Frerichs and Damian would start the processes and reach out to an expert familiar with resubmitting claims for additional costs. Discussion only, no further Board action yet.

**MAYOR’S REPORT** – Mayor McCombie reported that she would no longer be using Bayless Communications, LLC for Village newsletter and we would pay a \$922 invoice due to Bayless. Going forward, Travis Akin of Catalyst Partners would be assisting with the Village newsletter. The Mayor mentioned that she likes Travis’ writing style and formatting of content. Travis is well versed in writing for municipalities and spent some time in the political environment of Springfield as well. Also discussed were several restaurants and businesses that would be opening in the very near future and would be requiring liquor licenses. Included are The Gregory, Giostra, Tangled Roots and Sim Racing. The Mayor discussed an email she received from Bespoke inquiring about getting on an upcoming agenda and what materials would be needed for the Plan Commission. Upcoming items for the Plan Commission’s consideration were briefly discussed regarding the proposed Solar/Landfill development and the concerns of surrounding residents, continued Area N discussions, Allstate considerations and non-permeable limitations and driveway widths in the Woods subdivision. Mayor quickly mentioned status of Emerald Ash injections and water connection studies and options. Lastly, the Mayor mentioned Ashley had resigned as Deputy Clerk and we currently have 78 applicants for the position of which the Mayor has narrowed down to

six. The position will be posted into mid-September so we are expecting several more applicants. Additionally, we posted it to ILCMA in order to reach more government specific candidates. Administrator candidates have been narrowed to two.

### **STAFF REPORTS**

**Village Administrator:** Administrator Palmer was absent, no report.

**Finance Director:** No further items to report on.

**EXECUTIVE SESSION** - No Executive Session.

### **ADJOURNMENT**

Trustee Abbate motioned to adjourn and seconded by Chairman Stagno. Meeting adjourned at 4:15 p.m.

Respectfully submitted by,



Wayde Frerichs  
Finance Director

These Minutes were approved this  
\_\_\_\_ day of October, 2024