**Call to Order**

The meeting was called to order at 6:36 p.m.

**Roll Call**

Roll Call was answered by Trustees Kalinowski, Rogus, Sauer, Smith, Weiner, Andrew and President Sweet McDonnell.

Also present were Village Administrator Shannon Andrews, Village Treasurer Chris Michaud, Village Attorney Bryan Winter and members of the public.

Ms. Andrews explained that in accordance with the Governor’s Executive Order #2020-07, in person attendance requirements under the Open Meetings Act have been suspended and relaxed. Therefore, tonight Trustees of the Board will be participating remotely.

**Confirmation of Publication of Public Notice**

Village Clerk Shannon Andrews confirmed publication of the Public Hearing published in the Daily Herald on March 31, 2020.

**Presentation of the Fiscal Year 2020/2021 Annual Budget**

Ms. Andrews began the budget discussion by talking about the different types of spending authority in municipal government; the Appropriation Ordinance System and the Budget Officer System. The creation of the budget document is the first step in preparing to convert to a Budget Officer System. However, until the Board takes formal action to do so, the Village will still need to prepare an appropriation Ordinance by the June meeting in order to cover our statutory requirements. Should the Village decide to fully convert to the budget system, the Appropriations Ordinance would no longer be necessary. More work will be needed to develop an appropriate chart of accounts that aligns with the State’s requirements before fully converting.

She then explained the structure of the document including separate budgets and fund balances for the General Fund, Motor Fuel Tax Fund and Special Service Areas.

Ms. Andrews noted that there are three (3) important statements that can be made about the proposed budget: it is balanced, it reflects a cautious approach to revenue projections in a time of great uncertainty, and it reflects a tremendous commitment to bring Village expenditures into balance.

Due to Covid-19, Revenues are anticipated to take a significant reduction that may fall closer in line with the recession of 2008. Ms. Andrews has projected an overall 30% reduction to the revenues. Based on information just received, these number appear to be in line with the state’s projections.

As far as the expenditure budget, Ms. Andrews indicated that the Village will be continuing to move towards conservative spending in the next fiscal year. She explained that funds are now more accurately disbursed across accounts and the use of the “Contingency” and “Emergency” line items are now limited.

She explained that a 1.72% increase in salary is being presented for the Village’s employee and consistent with previous years, a $4,500 contribution will be made to a qualified 457 defined contribution plan. This contribution was not captured on the budget as presented, so if that is to be included, an amendment will need to be made during the Board meeting.

Expenditures in the Motor Fuel Tax Fund are limited to the engineering costs associated with a 2021/2022 road construction project.

Ms. Andrews explained that a majority of the Special Service Area Funds (SSA’s) were created for the repair, maintenance, improvement and reconstruction of private and public drainage systems in the Village. The revenue source for these funds has been limited to a fee paid as part of the permit costs at the time of construction. While the Village can levy an additional tax for each of the SSA’s, it has not previously exercised this ability. In the next year, staff will be reviewing the status of the SSA’s to determine how they will be utilized moving forward. Special Service Areas #2, 4, 8, 9, 10 and 11 are not active SSA’s and as such the fees collected will be reverted back to the general fund in this budget.

**Public Comment**

While Mr. Murphy was on the call, he had no comment. Mr. Ramsdale indicated that he felt that this was a great process.

**Adjournment**

There being no further business to discuss, a motion to adjourn the public hearing was made by Trustee Kalinowski and seconded by Trustee Andrew. All in favor. The meeting of the North Barrington Board of Trustees was adjourned at 7:13 pm.

Submitted by,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Shannon Andrews, Village Clerk