

AGENDA MEMORANDUM  
Village of Barrington, Illinois  
Meeting of April 8, 1974 at 8:00 P. M.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF THE MINUTES OF THE PUBLIC MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BARRINGTON, ILLINOIS ON MARCH 25, 1974.

Copies of the minutes are attached.

4. REPORTS OF VILLAGE OFFICIALS

PRESIDENT'S REPORT:

- a) THE VILLAGE HAS RECEIVED A COPY OF THE 1972 MOTOR FUEL TAX FUND AUDIT. The Board should receive and file it. Copies of pertinent material are attached. The audit is not timely for reporting financial information.
- b) Other reports will be verbal.

MANAGER'S REPORT:

- a) A COPY OF THE PROPOSED 1974-75 BUDGET IS ATTACHED. Passage of the document will require an appropriation ordinance which is under preparation and will be presented at the April 22, 1974 meeting. If further discussion is desired, a special meeting should be called before the 30th at which time passage is required.

The Manager will make a short visual presentation of highlights for public information.

- b) THE VILLAGE MANAGER HAS MET WITH THE DEVELOPERS OF SOUTHGATE SUBDIVISION, THE BARRINGTON TOWNSHIP ROAD COMMISSIONER AND TRUSTEES, AND THE MANAGEMENT OF TECHNICAL PUBLISHING CONCERNING THE CLOSING OF SUMMIT STREET AND THE WIDENING OF CORNELL AVENUE. The Township has agreed to a program of closing the following streets at Cornell: Cook, Grove, Summit, Prairie. This would route all Southgate traffic to Barrington Road and then to use Cornell and Grove. This project should be undertaken in conjunction with the widening of Cornell and development of acceleration lanes on Yale, Princeton and Harvard.

(over)

4. MANAGER'S REPORT, (continued)

b) (continued)

The Southgate developers have agreed to pay for the widening of Cornell in lieu of building Cornell on to the park. The difference will be \$22,000 which the Village should pay. In meeting with Technical there was agreement that such a plan would not be detrimental to traffic if Cornell were widened and Grove was extended south to Dundee Road and if street lights were placed on Cornell and Barrington Road, and Grove and Cornell.

Your authorization to proceed with these contracts and to complete the engineering are necessary.

5. ORDINANCES AND RESOLUTIONS:

a) CONSIDERATION OF AN ORDINANCE AMENDING THE ZONING ORDINANCE AND CHANGING THE ZONING ON THE CORNER OF NORTHWEST HIGHWAY (U.S.14) AND CUMNOR AVENUE FROM R-9 TO B-2. ~~B-2~~ B-1

The recommendation of the Plan Commission was approved and the staff was directed to work out landscaping and parking arrangements prior to final passage of the ordinance - these arrangements have been completed. However, the parking is within the 35-foot setback which will require a variance because of recent ordinance requirements since this petition was filed. We recommend that the ordinance be adopted and that the developer apply for a zoning variation. Copies of the ordinance are attached.

b) CONSIDERATION OF AN ORDINANCE AMENDING ORDINANCE NO. 1288 CALLS FOR A REFERENDUM TO CREATE AN AMBULANCE FUND AND TAX LEVY.

A minor change in the ordinance is required to satisfy Bond Council. Without the change, future tax anticipation notes may be invalid. While no tax anticipation notes are foreseen, the amendment will avoid a potential problem.

c) CONSIDERATION OF A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO PROCEED WITH NEGOTIATION AND CONDEMNATION.

The David property (Bell T & T Storage) yard is a strategic part of the Station relocation. We have made an offer for this property and it has been refused with the suggestion that the Village proceed with condemnation to settle a fair purchase price.



6. NEW BUSINESS:

- a) CONSIDERATION OF A REQUEST BY TROOP 21 BSA TO HAVE THE DOOR-TO-DOOR SOLICITING RULES WAIVED.

✓ The Annual Pancake Day tickets will be sold door-to-door. Permission has been granted in the past. A motion to waive administrative requirements and fees is required. ✓

- b) CONSIDERATION OF A REQUEST BY CATCHPENNY THRIFT SHOP TO HOLD A SIDEWALK SALE ON PUBLIC RIGHT-OF-WAY.

✓ This is a fund-raising project by the Good Shepherd Auxiliary. Permission should be granted contingent upon proper liability insurance. *May 10, 1974* ✓

- c) CONSIDERATION OF A REQUEST FROM THE CITY OF HOPE, NON-SECTARIAN MEDICAL CENTER, TO HOLD A TAG DAY JUNE 14, 1974.

✓ Permission has been granted in the past. Funds are to be used for cancer-leukemia research. Orchids will be sold in lieu of contribution.

- d) REQUEST BY ST. ANNE'S SCHOOL THAT SCHOOL ZONE SIGNS BE ERECTED ON NORTH AVENUE, ELA, CHESTNUT AND FRANKLIN.

A resolution designating this area a school zone is required before signs can be erected and enforced. The school is asking that such a resolution be enacted.

Office of the Village Manager  
D. H. Maiben





# INTEROFFICE MEMO

DATE April 2, 1974

TO: President and Board of Trustees  
FROM: Village Clerk  
SUBJECT: Applications for 1974-1975 Liquor Licenses

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Enclosed are copies of applications for 1974-1975 Liquor Licenses from the following:

CLASS I (Consumption on premises)

Barrington Recreation, Inc. (Ten Pin Bowl)

\* The Bank Tavern of Barrington, Inc.

Mac & George's Village Liquors, Inc. (Yankee Doodle Inn)

\* *RUNYONS TITLE AND TRUST CO. PUB. REC'D 4-5-74*

CLASS II (Consumption off premises - package stores)

Barrington Recreation, Inc. (Ten Pin Bowl)

Mac & George's Village Liquors, Inc.

Barrington Liquors

CLASS III (Consumption on premises affiliated with restaurant facility)

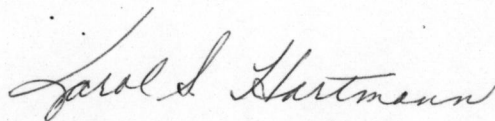
The Corner Cupboard Corporation

Barrington Motor Lodge, Inc. (and Barrington Inn 4-3-74)

The Greenery, Inc.

The Barn of Barrington, Inc.

Copies of the applications have been forwarded to Chief Grant for inspection.



Karol S. Hartmann

ksh/encl.

cc: Chief Grant





SENDER: Be sure to follow instructions on other side

PLEASE FURNISH SERVICE(S) INDICATED BY CHECKED BLOCK(S)  
(Additional charges required for these services)

Show address where delivered

Deliver ONLY to addressee

RECEIPT

Received the numbered article described below

REGISTERED NO.

SIGNATURE OR NAME OF ADDRESSEE (Must always be filled in)

*Stanley T. Ruzer*

CERTIFIED NO.

220654

SIGNATURE OF ADDRESSEE'S AGENT, IF ANY

INSURED NO.

DATE DELIVERED

APR 4 1974

SHOW WHERE DELIVERED (Only if requested, and include ZIP Code)

209

RECEIPT FOR CERTIFIED MAIL—30¢ (plus postage)

SENT TO	POSTMARK OR DATE
<i>County Clerk</i>	<i>SPRINGTON, IL</i>
STREET AND NO.	<i>APR 2 1974</i>
<i>County of Cook</i>	<i>60610</i>
P.O., STATE AND ZIP CODE	
<i>Chicago, Ill 60610</i>	
OPTIONAL SERVICES FOR ADDITIONAL FEES	
RETURN RECEIPT SERVICES	1. Shows to whom and date delivered ..... 15¢
	With delivery to addressee only ..... 65¢
	2. Shows to whom, date and where delivered ..... 25¢
	With delivery to addressee only ..... 85¢
DELIVER TO ADDRESSEE ONLY	50¢
SPECIAL DELIVERY (extra fee required)	

PS Form 3800 Apr. 1971 NO INSURANCE COVERAGE PROVIDED—NOT FOR INTERNATIONAL MAIL (See other side) \* GPO : 1972 O - 460-743

*Return to this element*  
No. 220654



OFFICE OF THE COUNTY CLERK  
COOK COUNTY, ILLINOIS  
CHICAGO, 60602

STANLEY T. KUSPER, JR.  
COUNTY CLERK

JOHN H. WALSH  
DEPUTY COUNTY CLERK

RECEIPT FOR STATEMENT OF ECONOMIC INTEREST

RECEIVED OF:

J. FRANK WYATT

POSITION OR OFFICE:

TRUSTEE, VILLAGE OF BARRINGTON

RECEIVED & FILED  
ETHICS DEPARTMENT

'74 APR -4 P. 12:08

STANLEY T. KUSPER, JR.  
COOK COUNTY CLERK



625 Concord Place  
Barrington, Ill. 60010  
March 27, 1974

County Clerk  
County of Cook  
Chicago, Illinois 60602

Attention: Ethic Reports Division  
Cook County Clerk's Office

Dear Sir:

There is transmitted herewith the "Statement of  
Economic Interests to be filed with the County Clerk" pursuant  
to the Illinois Governmental Ethics Act.

Yours truly,

J. Frank Wyatt

JFW/rw  
enc.



OFFICE OF THE COUNTY CLERK  
COOK COUNTY, ILLINOIS  
CHICAGO, 60602

STANLEY T. KUSPER, JR.  
COUNTY CLERK

JOHN H. WALSH  
DEPUTY COUNTY CLERK

February 19, 1974

JUST A FRIENDLY REMINDER--to all persons who must by law file a Statement of Economic Interests.

Tuesday, April 30, 1974, at 5:00 P.M. will be the final date for you to file your Statement of Economic Interests, more commonly referred to as the "Ethics Statement."

We are enclosing a copy of the form to be filled out and returned to this office. You will be issued a receipt so that you may have proper evidence of the fact that you have complied with Illinois law.

If you have already filed for the current year, or through circumstances, are no longer required to file, just disregard this reminder.

If you are still required by law to file, we ask that you do so, at your earliest convenience.

Statements may be filed by mail or in person, at the office of the County Clerk, Ethics Department, Room 434, 118 North Clark Street, Chicago, Illinois. Additional forms are available on request, by mail or phone, 443-8720.

Cordially yours,

*Stanley T. Kasper, Jr.*  
STANLEY T. KUSPER, JR.  
COUNTY CLERK

STK/vp  
encl.



STATEMENT OF ECONOMIC INTERESTS  
TO BE FILED WITH THE COUNTY CLERK

J. Frank Wyatt

(name)

Trustee, Village of Barrington

(office or position of employment for which this statement is filed)

625 Concord Place, Barrington, Illinois 60010

(address to which notification of an examination of this statement should be sent)

GENERAL DIRECTIONS

The interest (if constructively controlled by the person making the statement) of a spouse or any other party, shall be considered to be the same as the interest of the person making the statement. Campaign receipts shall not be included in this statement. If additional space is needed, please attach supplemental listing.

1. List the name and instrument of ownership in any entity doing business with the unit of local government in relation to which the person is required to file, in which the ownership interest held by the person at the date of filing is in excess of \$5,000 fair market value or from which dividends in excess of \$1,200 were received during the preceding calendar year. (In the case of real estate, location thereof shall be listed by street address, or if none, then by legal description.) No time or demand deposit in a financial institution, nor any debt instrument shall be listed.

Business Entity	Instrument of Ownership
none	

2. List the name, address and type of practice of any professional organization in which the person making the statement was an officer, director, associate, partner or proprietor, or served in any advisory capacity, from which income in excess of \$1,200 was derived during the preceding calendar year.

Name	Address	Type of Practice
none		

3. List the nature of professional services rendered (other than to the unit of government in relation to which the person is required to file) and the nature of the entity to which they were rendered if fees exceeding \$5,000 were received during the preceding calendar year from the entity for professional services rendered by the person making the statement.

not applicable

4. List the identity (including the address or legal description of real estate) of any capital asset from which a capital gain of \$5,000 or more was realized during the preceding calendar year.

none



5. List the name of any entity and the nature of the governmental action requested by any entity which has applied to the unit of local government in relation to which the person must file for any license, franchise or permit for annexation, zoning or rezoning of real estate during the preceding calendar year if the ownership interest of the person filing is in excess of \$5,000 fair market value at the time of filing or if income or dividends in excess of \$1,200 were received by the person filing from the entity during the preceding calendar year.

none

6. List the name of any entity doing business with the unit of local government in relation to which the person is required to file from which income in excess of \$1,200 was derived during the preceding calendar year other than for professional services and the title or description of any position held in that entity. No time or demand deposit in a financial institution nor any debt instrument need be listed.

none

7. List the name of any unit of government which employed the person making the statement during the preceding calendar year other than the unit of government in relation to which the person is required to file.

none

8. List the name of any entity from which a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500, was received during the preceding calendar year.

none

VERIFICATION

"I declare that this statement of economic interests (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct and complete statement of my economic interests as required by the Illinois Governmental Ethics Act. I understand that the penalty for willfully filing a false or incomplete statement shall be a fine not to exceed \$1,000 or imprisonment in a penal institution other than the penitentiary not to exceed one year, or both fine and imprisonment."

J. Frank Wyatt 3/27/74  
(signature of person making the statement) (date)

Subscribed to before me, this 27th day of April A.D. 19 74

(SEAL) J. Frank Wyatt  
NOTARY PUBLIC

(date of filing)



874

Village Board  
Information Memorandum 74-13  
March 29, 1974

FOR YOUR INFORMATION

ATTACHED IS A 2ND EDITION OF THE VILLAGE NEWSLETTER. They will be in the mail this week.

THE NORTH WESTERN RAILROAD HAS INFORMED US THAT THEIR MANAGEMENT HAS APPROVED THE LAST DRAFT OF THE AGREEMENT WHICH WE SENT. A formal approval by the Board will now be required and the following implementation steps can be started immediately.

- a) Formation of a development corporation to buy railroad property and improve it.
- b) Passage of our property to the development corporation for grant of easements to the railroad.
- c) Development of specifications and taking bids on a new station (Village pays architect's fee).
- d) Begin payment for property (to development corporation).
- e) Begin construction of new coach storage yard.

We hope to be at this step by June. Availability of materials will determine the pace of construction. We expect that the railroad will move into the new station about one year from the beginning of construction.

ALONG THAT LINE, THE ATTACHED MEMO FROM THE DEPARTMENT OF TRANSPORTATION EXPLAINS THE STATUS OF OUR PARKING LOT GRANT. We've been told that we can begin condemnation of the David property which is essential for station relocation.

ATTACHED IS AN ARTICLE WHICH THE VILLAGE MANAGER AND THE TRAVELING MANAGER AUTHORED, EXPLAINING THE VILLAGE "GOVERNMENT BY OBJECTIVES PROGRAM." The article may assist you in understanding the management process involved in the development of service programs and budget, but more important in the management of resources to meet specific performance objectives.

ADMINISTRATIVE ABSTRACTS

WE RECEIVED A RESOLUTION OF THE PARK BOARD ENCOURAGING US TO FOLLOW THE COMPREHENSIVE PLAN AND NOT ALLOW DEVELOPMENT OF THE CAMPGROUND - (THEIR ANSWER TO SUGGESTIONS THAT THEY ACQUIRE THE PROPERTY). We sent the attached reply. It is clear that our plan contemplates use of the property for residential purposes as presently zoned. We are still working with Bethany to achieve these objectives, but feel they are not receptive.

(over)



ADMINISTRATIVE ABSTRACTS, (continued)

A COPY OF THE PAY PLAN FOR NEXT FISCAL YEAR IS ATTACHED. Because Personal Services are over 50% of the budget, we are giving you this part in advance of the budget. Salaries have been increased, based on the Consumer Price Index, adjusted for the Metropolitan Area - the Index rose 8.6%. The Pay Plan has been adjusted accordingly.

Other changes are the removal of merit pay concepts and the inclusion of incentive pay for productivity/effectiveness. Regulations for this practice will be developed during the fiscal year. Selected activities will be evaluated to determine if productivity has taken place and the cost savings to the Village which productivity increased have generated.

THE VILLAGE CLERK, ALONG WITH SEVERAL OTHER REPRESENTATIVES FROM THE BARRINGTON AREA, ATTENDED THE MARCH 26 PUBLIC HEARING ON SENATE BILL 1161. As you remember, this proposed legislation is designed to update the Illinois Elections Code. The legislation establishes a comprehensive elections code governing all elections held within the state, both on referendum questions and the election of public office holders. Village Clerks from Barrington, Barrington Hills and Inverness all registered their village's opposition to the proposed legislation. In addition, representatives from municipalities and government organizations also voted opposition to the bill. The main source of opposition centers on the transferring of election authority for municipal elections from the municipal clerk to the county clerk. Barrington and Barrington Hills representatives stated that this provision of the bill would result in a hardship to those citizens residing in a municipality that straddles more than one county. Other organizations registering opposition were the Illinois Municipal League, the Northwest Municipal Conference, Municipal Clerks of Lake County, Municipal Clerks of North and Northwest Cook County and others. The sub-committee of the Senate's elections committee is seeking comment on the proposed changes included in the bill - written comments can be sent to Senator David J. Regner, Chairman, Sub-committee of the Senate Elections Committee, State Capitol Building, Room 1017, Senate Elections Committee, Springfield, Illinois 62706. Copies of a summary of the 370-page bill and a proposed amendment to the section dealing with municipal election will be available from the management services director.

THE BARRINGTON CHAMBER OF COMMERCE IS IN THE PROCESS OF DEVELOPING ALTERNATIVE TRANSPORTATION PLANS TO PROVIDE MEANS FOR BARRINGTON-BASED EMPLOYEES TO GET TO WORK IN THE FACE OF A SERIOUS GAS SHORTAGE THIS SUMMER. The Chamber's Industrial Council is heading the transportation effort. Under the first alternative, tentative agreements have been reached with the Barrington Transportation Company to provide morning and

ADMINISTRATIVE ABSTRACTS, (continued)

afternoon bus transportation from the Barrington train station to plants and businesses in the area. The costs of this service would be shared by both the employees and the companies. In the face of a very serious energy shortage this summer, the Industrial Council is preparing transportation plans that would serve employees that do not live near existing train routes.

YOU SHOULD KNOW

THE STAFF HAS WORKED OUT A COMPLEX ANNEXATION ORDINANCE WITH L. F. DRAPER FOR THE ELA-CUBA ROAD AREA 380 ACRES. When in final form, we will forward a copy (by April 27). We have tentatively set an annexation hearing of the Board for Wednesday, May 1, 1974, and invited the Plan Commission, who will hold further hearings on certain aspects of the Annexation Ordinance - specifically, the Planned Unit Development. Please inform the Village Manager if this creates an inconvenience.

Board Meetings

- 4/ 8/74 . . . . .Regular Meeting . . . . . Village Hall . . . 8:00 p.m.
- \* 4/22/74 . . . . . PUBLIC HEARING  
(Grant-in-Aid) . . . . . Village Hall . . . 7:30 p.m.
- 4/22/74 . . . . . Regular Meeting . . . . . Village Hall . . . 8:00 p.m.
- \* 5/ 1/74 . . . . . Public Hearing - Annexation Ordinance  
(tentative) L. F. Draper - 380 Acres  
Ela-Cuba Road area  
Plan Comm. invited. . . . Village Hall . . . 8:00 p.m.
- \* 5/13/74 . . . . . PUBLIC HEARING  
(Annexation 40 acres). . . Village Hall . . . 7:30 p.m.

(over)



*YOU SHOULD KNOW, (Continued)*

Plan Commission

- 4/10/74 . . . First Nat. Bank - Trust #800  
PC4-74 N-2 (cont'd.) . . . . . Village Hall . . 7:30 p.m.
- 4/10/74 . . . Southgate Convenience Center  
PC14-73 N-7 . . . . . Village Hall . . 8:00 p.m.
- 4/10/74 . . . Annexation Ordinance  
Barrington South  
40 acres - Corner Dundee & Barrington Roads  
PC8-74 N-8 . . . . . Village Hall . . 8:00 p.m.
- 4/10/74 . . . Special Use - West Station Street  
H. Walbaum, Roger D. & Eva M. Hay  
Trust #541-200-10  
PC3-74 N-3 . . . . . Village Hall . . 8:30 p.m.
- 4/17/74 . . . Fred and Grace Schurecht  
Multiple Family - Special Use  
(cont'd. from 1/23/74)  
PC1-74 N-3 (Barrington West) . . . . Village Hall . . 8:00 p.m.

Office of the Village Manager  
D. H. Maiben

STATE OF ILLINOIS  
DEPARTMENT OF TRANSPORTATION  
OFFICE MEMORANDUM

GF 158 (Rev. 2-72)

To: All Phase I Commuter Parking Program Applicants  
From: Sam R. Nakib, Commuter Parking Engineer  
Date: March 25, 1974  
Subject: Commuter Parking Program, Phase I

The inception of the Regional Transportation Authority in the Chicago Metropolitan Area will provide the Commuter Parking Program with badly needed vitality to become a reality in the near future. Your patience and understanding demonstrated so far, is highly appreciated.

As you very well know, the delay encountered to date is attributed to the labor protection agreement. It is a requirement that must be satisfied with all Federal capital grants for mass transit projects.

It is generally understood that the commuter rail carriers will agree to share this protection with the municipalities involved once RTA is created. Currently, the Division legal staff is in the process of submitting the final wording of the agreement to the carriers for their review and concurrence. Also, I will be in contact with you very soon with the portion dealing with the municipalities responsibility's for your review and concurrence. Once the agreement is finalized it will be forwarded to UMTA for inclusion in the application. We anticipate approval of the projects to follow shortly after.



Memorandum  
Page Two

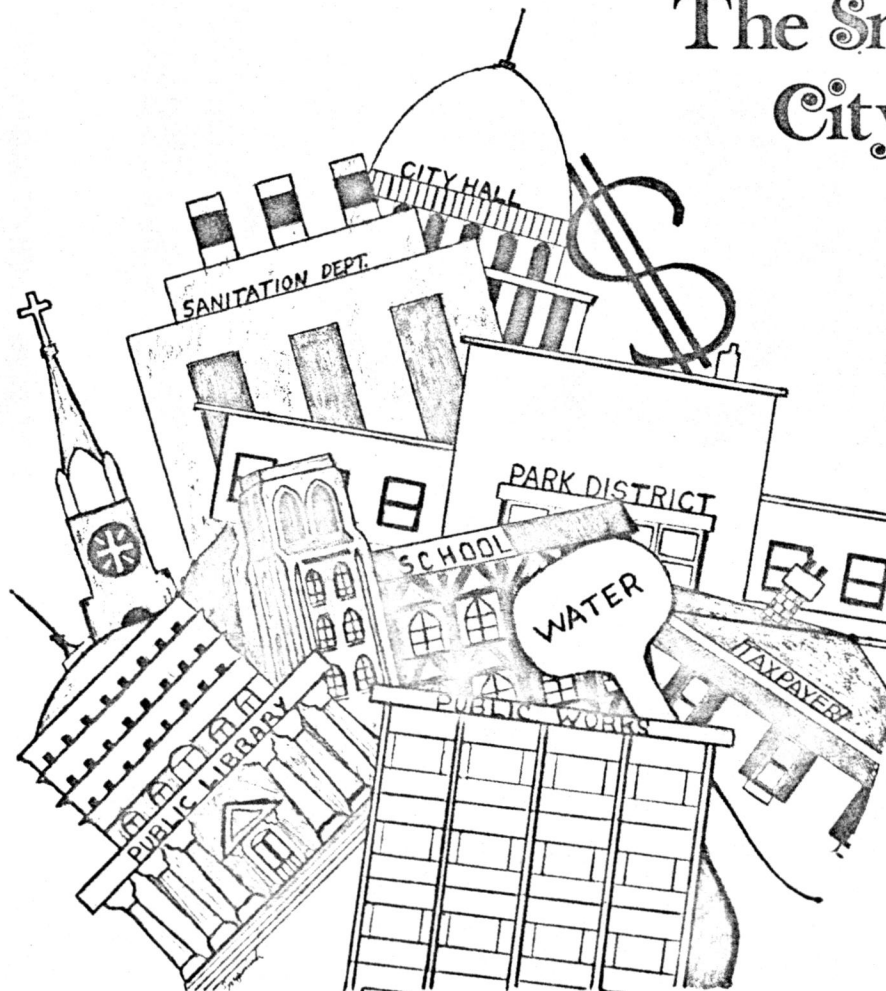
Thank you again for your continued cooperation,  
it will certainly help in providing the additional support  
needed to conclude the efforts underway.

February, 1974

# Governmental Finance

Government by Objectives: A Management System, p. 2

## Financial Focus: The Small City





# Government by Objectives: A Management System

By **DEAN H. MAIBEN** and **CHARLES J. SCHWABE**. Government by objectives is a management system for small municipalities which is based upon the concepts of management by objectives. The key concepts in any management by objectives system are identifying the objectives, describing the objective and evaluating the activity. Evaluation cannot be accomplished without an accounting system which captures the needed information and returns it in a form which the people responsible for meeting the objective can use to determine where they are. The performance budget used as a management system can be the basis for a government by objectives capability.

During the past decade, we have seen many improvements made in municipal accounting, reporting and financial management. All too often these improvements were developed in larger communities and their adoption has been slow in the small cities. Basically, small city accounting practices are geared toward the concepts of accountability and stewardship of public resources. Those concepts were developed in a

IF SMALL CITIES  
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OF MANAGEMENT  
BY OBJECTIVES.

**DEAN MAIBEN** has been Village Manager of the Village of Barrington, Ill. (pop. 8000) since 1971. He was previously Assistant City Manager in Lake Forest, Ill. and City Manager of Maryville, Mo. He has been active in the development of performance budgeting and reporting techniques during the past 10 years.

**CHARLES SCHWABE** has served as the traveling village manager to six small communities that comprise the Barrington Area Council of Governments since September 1973. Prior to that, he served as an administrative intern with the Village of Barrington, Ill. helping to develop written work activities procedures for the village's performance budgeting and reporting program.

day when the survival of small cities depended on providing a method of accounting for expenditures in a responsible way. Today, the small community is faced with survival based on the ability to produce. The demand for both high productivity, quality productivity, is much more present in the small city than in larger communities where heterogeneous populations create a proliferation of demands and the magnitude of problems give a monolithic appearance. Indeed, a sequel to Parkinson's Law might well be "That as communities grow larger, the political pressure for higher and better productivity and efficiency decreases."

Methods of measuring productivity and effectiveness are sophisticated and complex.

It is ironic then that the major changes toward productivity and performance accounting have been made in larger communities. The result however is obvious: in-



creasing demands for consolidation, for centralization, for economies of scale. Federal and state agencies and their grant programs have all put increased pressure in this direction. Today, the small city, as we know it, is presented with the challenge of justifying its existence and that justification can best be stated in terms of productivity and quality. The small city which shows that it can be efficient, which can define citizen needs and translate them into programs and improve upon those programs each year is prepared to meet the challenge.

At the same time, the traditional restraints of limited resources, under-educated personnel, and minimal organization depth make the challenge of improving productivity a formidable task. The methods of production and effectiveness measurement which have been developed to date are sophisticated and complex and at the outset require a new expenditure.

To deal with these constraints, it will be necessary to develop a simple system of performance reporting which has a high degree of transferability from community to community; secondly, it is necessary to produce growth within the organization by teaching the employees and management new skills and allow them to transcend from the present state of the management art to a more productive plane. By tying several management and accounting tools into a single system, it is possible to achieve a useful performance reporting system, and in turn, a higher level of production and effectiveness.

An effective performance reporting system should be constructed around two objectives: first, the system must have the ability to accurately measure all increases in productivity produced by the organization; second, the system should have the ability to generate productivity increases from the organization members. To meet this first objective, a simple five-step method has been developed which the organization can use to measure its increases in productivity and effectiveness. The application of these

five steps in the organization helps to create an organizational atmosphere that is conducive to increased productivity and effectiveness. Let us outline the five-step process we use to measure productivity increases.

In any management by objectives system, the first step is to determine where the organization stands at the present. Effectiveness and productivity measurement begin at this point; the first step, program planning, requires the organization to identify all the work activities that it performs. These work activities are determined by identifying performance activities which are measurable and countable. Everything for which the organization expends funds should be included in a work activity. By identifying the full range of activities that it performs, the organization can determine where it stands today. The second step builds from this point.

For each identified work activity, the organization develops a level of service or performance objective. For example, the level of service developed for street sweeping in the downtown business district might read: "Every street in the downtown business district will be swept three times each month." The level of service also serves as the focal point in budgeting the resources, including manpower, equipment and supplies, needed to complete the work activity. This goal-setting process can describe goals in terms of effectiveness or production and must describe the level to be performed in measurable terms. Three methods have been used for this purpose.

These methods of description can be classified as frequency, time frame and number. Frequency descriptions are used for activities where the major impact is in terms of how frequently a process is repeated to achieve desired effectiveness. Street sweeping is an example. Streets can be swept on a large range of frequencies. Time frame measures include those activities that must be performed on a timely basis—response of fire equipment and completion of a project are examples. Number measures usually measure

productivity—the number of units performed. Frequently this method will be used in combination with other methods. For instance, if there are ten curb miles of street to be swept, and they are to be swept three times per month, we can get a good feeling for a frequency measure based on the number of curb miles swept during the month. Another measure of effectiveness is the concept of "zero defects". If a clerk is to process a number of transactions, the question of quality is, "how many errors were committed and what is the cost of an error".

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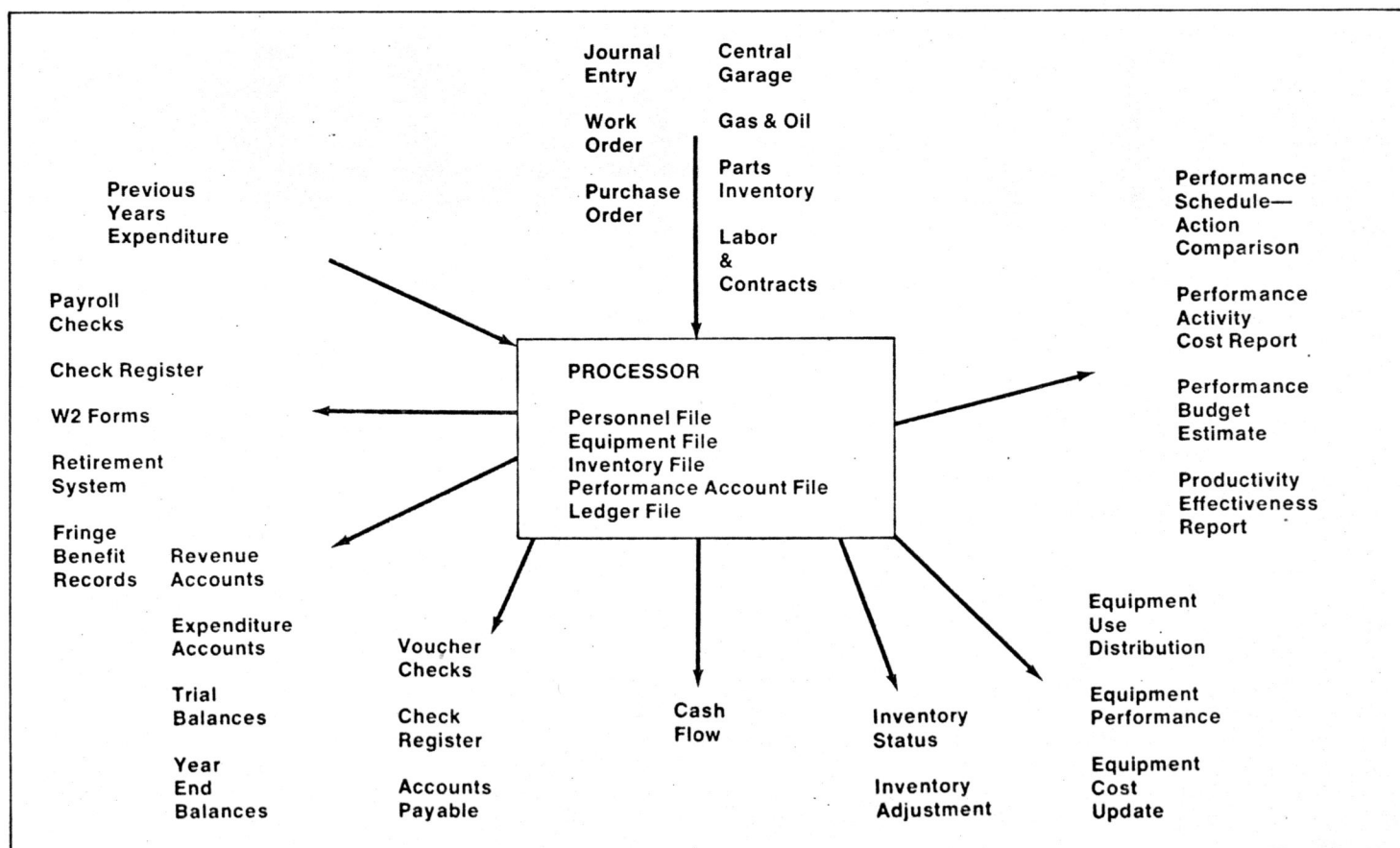
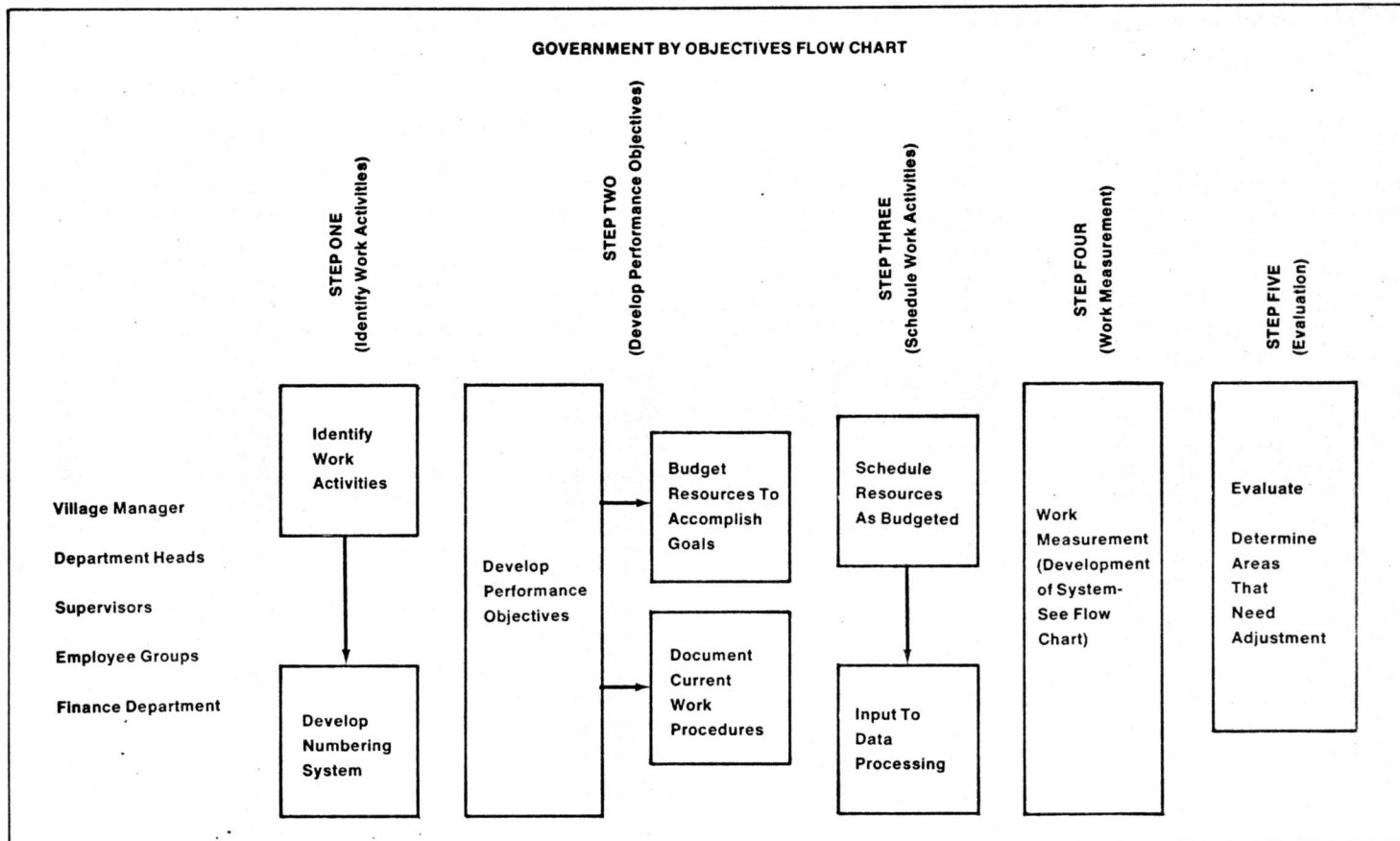
### Work activity budgets are based on performance goals and written work procedures.

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The preparation of the budgets for each work activity identified is based on the established performance goals and written work procedures. The development of a procedure manual and a budget for each activity is an analytical process. It is in this area that noticeable improvements can be made in production and effectiveness. As each succeeding year passes, improvements in methods will be generated through the process of budget and procedure review.

After a budget has been developed to insure the necessary resources to meet goals, the third step calls for the organization to schedule the work activities to insure that performance objectives will be met. Schedules are prepared that show a month-by-month description of how much of each work activity should be completed on a monthly basis. Second, these yearly schedules are refined into weekly schedules, showing the manpower equipment and material to be used. The schedules are then fed into a data system.

The fourth step involves measuring the actual performance of the organization. This requires a system that can bring together all of the resources expended on a given activity. To gather this raw data, a work order form is used and a numbering system for each work activity enables the use of data processing techniques to assemble the data into



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## Government by Objectives: A Management System (cont.)

meaningful activity reports. The raw data collected can also be used in payroll, inventory, equipment management and ledger accounting. The basic record system which produces a comparative report shows activities scheduled and actual performance as well as performance cost data. These are the basis of improved management.

Through use of the data processing report, evaluation of objectives is attained, evaluation of the degree of progress the organization has made in meeting performance objectives, is the fifth step in the management process. Evaluation gives the organization the ability to determine both the effectiveness of the organization as well as to measure production increase in terms of cost. Under this system, productivity increases would be represented by attaining effectiveness or production objectives at a reduced cost or by exceeding these objectives while maintaining cost at budgeted levels. For example, the street sweeper operator would increase the productivity of street sweeping in the downtown business district if he swept the streets three times per month as scheduled at a reduced cost from that budgeted. If the goal is for police patrol to answer all calls for service in two minutes, and all calls have been met in less than two minutes while budget cost has been maintained, we can see an increase in effectiveness.

Implementation of government by objectives requires a commitment of all levels of management. The method of application of the five-step process in the organization has a direct bearing on whether the organization will incur any increases in productivity or effectiveness. Traditionally, in small cities, all five steps might be completed by the organization's highest levels of management. However, this approach can be unsuccessful in generating any increases in productivity or effectiveness. The ability to increase productivity rests with all members

of the organization. Therefore, communication to all members of the organization involved in performing the work is essential. An excellent form of communication is the delegation of various steps in the procedure to the lowest levels in the organization structure. Performance goals must have the commitment of everyone in the organization if they are to be implemented; the department heads, supervisors and employees all can make valuable contributions in identifying the work activities that the organization performs. In determining performance objectives for the work activities, all levels of the organization should be involved. This will help foster an agreement or commitment on the objectives and second, the level of service will be communicated throughout the entire organization. Since the resources needed to meet a performance objective depends on the level of service, top management plays a vital role in the objective setting step. The manager's most important role is to balance the various levels of service against the resources available to the organization. Scheduling work activities falls primarily on the department head and supervisor levels, whereas data collection and processing combines a number of work activities completed by the finance department.

The evaluation which includes all levels of the organization has a good chance of communicating areas where improvement can be made, and particularly where changes in procedures can produce a better result. Evaluation calls for a comparison of the scheduled levels of service for each work activity with the actual performance and cost. The data processing capacity provides a variety of reporting devices, such as an inventory control, vehicle use and cost report and performance reports, that when combined with the scheduling mechanisms, provide the organization with a clear picture of the progress made in meeting performance objectives. By completing

the evaluation process at predetermined times during the fiscal year, the manager and his team can effectively keep on top of the progress the organization is making.

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### The potential for increased productivity lies with the employees.

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However, as mentioned earlier, the potential for increased productivity lies with the employees who actually complete the work activities. Therefore, in addition to the employee's participation in the objective setting step, the employee plays a vital role in determining how the work activity should be completed. Employee involvement in developing work procedures may produce results in terms of organization growth. By improving work procedures, the employee can increase productivity of effectiveness. These increases in productivity can then be passed back to the employee in terms of increased benefits. Therefore, the key to increased productivity, and to the management system, is the involvement of the employee in basic decision-making processes.

There are several payoffs for the management that implements the management system. Some of them are immediate, such as a broadly expanded payroll and benefit reporting, an inventory control, vehicle use and cost reports; ledger accounting can be expanded with better controls and budget preparation time can be greatly reduced with better decisions possible. The long-range benefits to the organization are the important management results however. These are the organizational abilities to produce services more efficiently or effectively through the disciplines of setting performance objectives, scheduling the use of resources to meet these objectives, developing and analyzing procedures frequently, and finally in evaluating the organization's performance at meeting the established objectives. □



OFFICIAL PAY PLAN

1. The Salary Ranges and Position Titles, as presented herein, shall constitute the Official Pay Plan for all employees of the Village of Barrington.

Salary Administration Procedure

2. The Official Pay Plan establishes a salary schedule which recognizes that individual ability and exhibited job performance are the basic considerations in salary administration. The Plan also recognizes that it is desirable to provide the opportunity for employees to attain, within a reasonable period following employment, a salary level appropriate to their position and skills exhibited.

Pay Plan Administration

3. The Village Manager, as the chief administrative officer of the Village, shall be responsible to the Village Board for the administration and interpretation of the Official Pay Plan and shall set salaries for all employees within the limits of the salary ranges established herein. The Village Manager shall apprise the Village Board from time to time regarding the appropriateness of municipal salary levels, taking into consideration cost of living, area employment conditions, level of employee performance and other appropriate factors. All salary adjustments shall be authorized by the Village Manager following consideration of recommendations of Department Heads who shall certify as to each employee's eligibility and qualifications for such salary adjustment. The Village Manager is further authorized to establish and administer an employee evaluation and development program to be used to determine employee job effectiveness and productivity and individual employee development. Such a program may serve as one factor in overall consideration of employee salary adjustments. Additionally, the Village Manager shall have the authority to establish personnel review boards to administratively review Effectiveness/Productivity Performance and recommend employees for probation and longevity step increases.
4. The salary range for such position is spread between the minimum and maximum amounts of pay authorized for the position. In order to provide flexibility in administering the plan, the spread comprises a series of increments within the established pay range.



Official Pay Plan (Continued)

of the Village Manager who shall have authority to establish initial employment compensation at any salary increment within the range authorized for the position. Employees appointed at the initial increment for their position salary range shall be eligible for a 5% salary increase upon satisfactory completion of a probationary period and recommendation for salary adjustment by the Department Head. Probationary periods shall normally cover the initial six months of employment; however, such period may be extended not to exceed one year if, in the opinion of the Department Head and Village Manager, an extended period is necessary to fully evaluate the employee for regular appointment. No employee shall be considered for regular employee appointment nor salary increase if he is determined to be unable to satisfactorily perform duties of the position to which he is assigned. Productivity and Effectiveness Performance Evaluation will be made at the end of each six months of employment. Employees with satisfactory performance records will be eligible for a 5% increment, until the highest step in the range has been achieved. Employees who have reached the highest step in the range, will be eligible for Productivity/Effectiveness Performance Incentive Pay.

Productivity/Effectiveness Incentives

5. Evaluation of Productivity and Effectiveness performance will be used as a basis in consideration of future pay plan adjustments.

Productivity and Effectiveness Performance Incentive Pay adjustments shall be determined by the Village Manager. The Village Manager shall adopt regulations for the administration of Productivity and Effectiveness Incentives within the scope of the following guidelines.

Activities which reflects work performed will be identified. Each activity must have measurable characteristics, which indicate level of productivity or effectiveness and a measuring method shall be in effective operation. Effectiveness measurements shall include 1) the frequency or volume an activity has been performed in an error-free manner, 2) the time-frame in which an activity has been performed.

Productivity measures shall include 1) the frequency or number of units of production and 2) the percentage of a known quantity of production which has taken place.

An objective will be established for each activity. The objective will be described in measurable terms and state the base level of production or effectiveness to be achieved.

Official Pay Plan (Continued)

The Village Manager shall designate activities for which Productivity/Effectiveness Incentive Pay may be awarded. Incentives will be awarded only in cases where Productivity/Effectiveness was greater than established base levels for an entire department and where savings above planned allotments has occurred.

Educational and Training Incentives

Activity performance will be evaluated at least annually to determine if education or training might have an impact upon productivity or effectiveness. Where it is determined that education or training will have a beneficial effect, a training or education program will be developed for employees qualified. A Productivity or Effectiveness Index will be developed to determine a base period level of performance. Productivity and Effectiveness estimates will be established for the training program. Upon completion of training and education Productivity and Effectiveness evaluations will be made to determine if Productivity or Effectiveness has raised on the index compared to the base period and to determine if estimates of goals were met.

As an incentive for both self-development and job improvement, eligible participants, as established by the Village Manager, may be eligible for a maximum amount of 8% additional compensation beyond the base rate of pay. Accepted measures of Productivity and Effectiveness will be utilized to determine the amount of incentive pay to be awarded.

Promotions

6. When an employee is transferred or promoted from one position or salary range to another position or salary range, his salary shall be adjusted by the Village Manager. Such salary will be at an increment within the new salary range which is at least equal to or higher than the employee's salary rate before such transfer or promotion. In the case of promotions, the Village Manager may authorize a salary increase within the new salary range which properly reflects the increased duties and responsibilities assigned the employee.

Job Evaluation

7. An employee's position may be re-established by the Village Manager to a higher or lower salary range to properly reflect assigned duties and responsibilities. The Village Manager shall have the authority to reassign and place an employee at a lower salary range, subject to such employee having the right to a grievance hearing.



Official Pay Plan (Continued)

Effective Date of Pay Plan

8. The pay rates shown shall be effective on May 1, 1974.

Cost of Living Adjustment

9. A Cost of Living Adjustment will be paid to all regular employees each quarter based on the increase in the Consumers Price Index issued by the Department of Labor, Bureau of Statistics. The Adjustment will be computed as follows: one cent (1¢) per hour for each one-half ( $\frac{1}{2}$ %) per cent increase in the price index that the average of the quarterly index exceeds the average of the quarterly index of the base period times the hours worked in the quarter by the respective employee. The hours may be computed to the pay period nearest the end of the quarter to facilitate the computation of the payroll.

Cost of living adjustment quarter will coincide with the fiscal year. The first quarter being May, June and July; the second quarter being August, September and October; the third quarter being November, December and January and the fourth quarter being February, March and April.

The Village Pay Plan will be amended at the beginning of each fiscal year by the amount that the Adjusted Consumers Price Index for the preceding calendar year exceeded or receded from the adjusted Index for the preceding calendar year.

Department Heads and Staff Assistants

10. The Village Manager shall, within established salary levels, have full discretion and authority to periodically adjust salaries for Department Heads.
11. Performance of such professional personnel will be reviewed at least annually. Increases shall not extend salary levels beyond the maximum per annum rates established for the position, except in the cases of Cost of Living Adjustment and Effectiveness Incentive Pay.

Department Head salary increases shall be based upon factors of demonstrated competence, initiative, complexity of duties, significant professional accomplishments, future potential and overall professional value to the Village.

Department Heads shall be appointed within established salary ranges by the Village Manager who shall be authorized to appoint or employ exceptionally competent and able professional personnel for such positions at any appropriate level within such ranges.

Official Pay Plan (Continued)Temporary Employees

12. Certain job functions are required to be performed only on a temporary or seasonal basis. Such positions are unclassified in the Official Pay Plan and are authorized to be filled and paid within established salary levels, as approved by the Village Manager.

<u>Non-Regular Employee Temporary Positions</u>	<u>Hourly Rate Range</u>
Casual Labor	\$2.91 - \$3.10
Engineering Field Man	2.91 - 3.37
Office Clerk	1.74 - 3.93
Deputy Marshals	3.41 - 3.65

<u>Non-Regular Employee Temporary Positions</u>	<u>Monthly Salary</u>
Crossing Guards	\$145.00 - \$179.00

Volunteer Firemen

Volunteer Firemen shall be paid on a per call or drill basis. The rate shall be \$5.00 per call for the first hour or fraction thereof, and all hours beyond the first hour at the rate of \$5.00 per hour. Lieutenants are paid on this basis. Training drills shall be at the rate of \$2.00 per hour and \$.50 per meeting for regular meetings.

Extra Duty Positions

13. The Village Manager is authorized to establish extra duty pay for employees who may be assigned duties in excess of those described in the official position description. Pay for extra duty shall not be in excess of 20% of the base pay for the position. Positions authorized for extra duty pay are: Police Patrolmen who are assigned as Youth Officer or to investigation work. Extra duty pay shall be paid only during the period of the extra duty assignment.



SALARY RANGES AND POSITION TITLES

Village of Barrington  
Fiscal Year 1974-1975

Position	Range	Monthly		Annual	
		Minimum	Maximum	Minimum	Maximum
Clerk-Typist	1	\$ 416.48	\$ 610.33	\$ 4,998.00	\$ 7,324.00
Clerk-Cashier	2	465.35	729.25	5,584.00	8,751.00
Custodian	3	500.65	841.65	6,008.00	10,100.00
Data Processing Operator					
Communications Operator					
Maintenance I					
Parking Enforcement Officer					
Secretary					
Utility Treatment Operator I	4	639.65	1,013.24	7,676.00	12,159.00
Utility Treatment Operator II					
Maintenance II					
Building Inspector	5	795.22	1,115.32	9,543.00	13,384.00
Engineering Assistant					
Deputy Village Clerk					
P.&P.O.					
Police Patrolman					
Utility Operator III					
Master Mechanic					
Chief Utility Operator	6	847.08	1,217.68	10,165.00	14,612.00
Foreman					
Street Foreman					
Environmental Health Director					
Police Segeant	7	1,011.61	1,405.28	12,139.00	16,863.00
Police Lieutenant	8	968.17	1,640.95	11,618.00	19,691.00
Director of Development					
Finance Director	9	1,304.83	1,759.32	15,658.00	21,112.00
Fire Chief					
Chief of Police	10	1,349.36	1,950.00	16,192.00	22,806.00
Director of Public Works					



SCHEDULE OF MONTHLY SALARY RANGES  
EFFECTIVE MAY 1, 1974

RANGE	A	B	C	D	E	F	G
1	\$ 416.48	\$ 465.35	\$ 513.14	\$ 561.73	\$ 610.33	\$	\$
2	465.35	527.80	590.78	653.77	716.76	729.25	
3	500.65	562.00	622.82	683.64	744.73	841.65	
4	639.65	714.59	789.00	863.91	938.30	1,013.24	
5	795.22	867.71	939.94	1,012.15	1,084.37	1,115.32	
6	847.08	921.20	995.32	1,069.44	1,143.56	1,217.68	
7	1,011.61	1,090.34	1,169.08	1,247.81	1,326.55	1,405.28	
8	968.17	1,129.71	1,291.25	1,451.98	1,518.23	1,583.39	1,759.32
9	1,304.83						1,759.32
10	1,349.36						1,900.50



Director of Development

March 25, 1974

President and Board of Commissioners  
Barrington Park District  
Cook-Lake Counties

Dear Sirs:

We appreciate very much the interest you have shown concerning the future of the parcel known as the "Barrington Camp Grounds" and for the action taken in passing Resolution No. 74-A. However, this Resolution seems to be somewhat inaccurate in its reference to the recommendations for the 17 acre site in the Comprehensive Plan. I refer specifically to Recommendation 2 (particularly the second paragraph) and Recommendation 4 on page 26:

"2. At such time as the Barrington Camp Ground is no longer required for religious oriented activities, action should be taken by the village to assure that all or a major part of the site abutting Baker Lake is devoted to public open space.

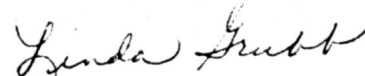
Consideration should be given to utilizing the western portion of the site for residential purposes with a minimum disturbance to the existing natural landscape features."

"4. Consideration should be given to establishing a public easement along the western shoreline of Baker Lake so that a hiking and biking trail is possible around the entire shoreline."

In addition, the BACOG Recommended Land Use Map shows the shoreline area of Baker Lake as public open space and the western portion of the property as residential of 1.0 or more units per acre.

I hope that this inaccuracy can be corrected and that the Board of Park Commissioners will continue to take positive action concerning this very important matter.

Sincerely yours,



Linda Grubb  
Director of Development

LG:ds

CC: Dean Maiben ✓





VILLAGE OF BARRINGTON  
PLAN COMMISSION

LEGAL NOTICE OF PUBLIC HEARING

LOCATION OF PROPERTY INVOLVED: The subject real estate is located at the Northeast corner of Dundee Road.

HEARING DATE: April 10, 1974

PLACE OF HEARING: Barrington Council Chambers  
206 South Hough Street

TIME: 8:00 P.M.

SUBJECT: The Petitioner, The First National Bank and Trust Company of Barrington, not individually, but solely as Trustee under Trust No. 571, respectfully requests the Village of Barrington to approve an amendment to the site plan entitled "Barrington Convenience Center; dated October 31, 1972; prepared by Loebel, Schlossman, Bennett & Dart", which is attached to Village of Barrington Ordinance No. 1262, being an ordinance amending the zoning ordinance and map of the Village of Barrington and granting a special use permit for construction of the Southgate Shopping Center in accordance with said site plan as a business planned unit development.

- (a) Legal Description: The East 508 feet of the North 450 feet of the South 550 feet of the South 50 rods of the West Half of the Northeast Quarter of the Southwest Quarter of Section 12, Township 42 North, Range 9 East of the Third Principal Meridian, in Cook County, Illinois.
- (b) Applicant: The First National Bank and Trust Company, not individually, but solely as Trustee under Trust No. 571.
- (c) Owner: Same as above.
- (d) Proposed Convenience Shopping Center.  
Use:

All interested persons are invited to attend and to be heard.

Plan Commission of  
Barrington, Illinois  
L.P. Hartlaub, Chairman

By: Linda Grubb  
Director of Development

To Press 3/12/74  
Put in the (BCK),  
March 21, 1974.



VILLAGE OF BARRINGTON  
PLAN COMMISSION

LEGAL NOTICE OF PUBLIC HEARING

LOCATION OF PROPERTY INVOLVED: The subject real estate, comprising approximately forty (40) acres is bounded generally by Barrington Road on the East, Dundee Road (Route 68) on the South and the municipal limits of the Village of Barrington on the North and East.

HEARING DATE: April 10, 1974

PLACE OF HEARING: Barrington Council Chambers  
206 South Hough Street

TIME: 8:30 P.M.

SUBJECT: The Petitioner, The First National Bank and Trust Company of Barrington, not individually, but solely as Trustee under Trust No. 500, respectfully requests the Village of Barrington to annex the tract to the Village of Barrington, and upon annexation, classify the tract as an R-5 One Family Dwelling District.

(a) Legal Description: The South 70 rods of the Northwest Quarter of the Southwest Quarter of Section 12, Township 42 North, Range 9, East of the Third Principal Meridian in Cook County, Illinois.

(b) Applicant: The First National Bank and Trust Company, not individually, but solely as Trustee under Trust No. 500.

(c) Owner: Same as above.

(d) Proposed Use: No present intention to develop the tract.

All interested persons are invited to attend and to be heard.

Plan Commission of  
Barrington, Illinois  
L.P. Hartlaub, Chairman

By: Linda Grubb  
Director of Development

~~To Press 3/13/74~~

*Put in the (BCR)  
March 21, 1974*





VILLAGE OF BARRINGTON

PLAN COMMISSION

LEGAL NOTICE OF PUBLIC HEARING

Location of property involved: The subject real estate, comprising approximately 6930 sq. ft., is located at 119 North Avenue and lies entirely within the municipal limits of the Village of Barrington.

Hearing Date: April 17, 1974

Place of Hearing: Barrington Council Chambers  
206 South Hough Street

Time: 7:30 P.M.

Subject: The petitioners, Robert Parker Coffin and Frank J. Scherschel respectfully request the Village of Barrington to grant a Special Use as a Business Planned Development within a B-1 Limited Retail Zone. The tract is presently classified under the zoning ordinance of the Village of Barrington as an R-8 One Family Dwelling District.

a) Legal

Description: The west  $\frac{1}{2}$  of the south 60 feet of Lot 11 of the County Clerk's Division of the west  $\frac{1}{2}$  of the southeast  $\frac{1}{4}$  of Section 36, Township 43 North, Range 9 east of the Third Principal Meridian, Lake County, Illinois.

b) Applicant: Robert Parker Coffin & Frank J. Scherschel

c) Owner: Same as above

d) Proposed Use: Petitioners propose to use the residence constructed on the tract for some of the following uses permitted within a B-1 Business District - Limited Retail: business & professional offices; related merchandising shops including such uses as art and school supplies, books and stationery, cameras and photographic supplies, custom dressmaking, millinery, tailoring, shoe repair, furrier, hobby, gift, jewelry, leather goods and luggage, musical instruments, notions, tobacco, sporting goods, travel, sewing machines, wearing apparel, opticians, photography or interior design studios.

All interested persons are invited to attend said public hearing and to be heard.

Plan Commission  
Barrington, Illinois  
L. P. Hartlaub, Chairman

By: Linda Grubb  
Director of Development

Published March 28, 1974 in Barrington Courier Review







# Village of Barrington

## Newsletter

WINTER 1974

VOL. 1, NO. 2

### What caused the increase in water rates

Barrington residents increasingly are noticing that the cost of everything, from ground beef to postage stamps, is on the way up.

The last water bills homeowners received demonstrated that the costs required to provide public services have also increased. Let's take a deeper look at the reasons behind the recent water and sewer rate increases.

The new water and sewer rates for a three month period are as follows:

- combined water and sewer for 5,000 or less gallons — \$4.50
- 60 cents per every 1,000 gallons after the first 5,000 gallons (water rate)
- 90 cents per every 1,000 gallons after the first 5,000 gallons (sewer rate)

When compared with the old water and sewer rates, the new rates point up one of the reasons for the increases. Under the old rates, the first 5,000 gallons of water costs \$4.50; for each 1,000 additional gallons up to 20,000 gallons used, the combined water and sewer rate was 80 cents per 1,000 gallons. For each additional 1,000 gallons after 20,000 gallons used, the combined water and sewer rate was 70 cents per 1,000 gallons.

As this comparison shows, a major difference between the old and new rates is that the sewer rate is higher than the water rate.

And this difference represents one of the reasons for the increase in rates--the costs of providing the Barrington resident with clean, clear drinking water and then treating that water after it has been used have dramatically increased.

Manpower, equipment and chemical costs have all increased, according to Roy C. Crumrine, Barrington's director of public works. And the end is not in sight.

Crumrine added that "prices are going up every day in key chemicals" used to treat the water, such as chlorine. He explained that chlorine is used

For example, Crumrine said a future EPA requirement concerning the removal of phosphorous from Barrington sanitary sewage will cost the village an estimated \$98,000 in chemical costs alone.

You should know that in deliberating the rate increase, the Village Board decided not to finance all utility

NEW RATE	OLD RATE
1. Combined water and sewer for first 5,000 gallons: \$4.50.	1. Combined water and sewer for first 5,000 gallons: \$4.50.
2. 60 cents per every 1,000 gallons after the first 5,000 — water rate.	2. 80 cents combined water and sewer for each 1,000 gallons up to 20,000 gallons.
3. 90 cents per every 1,000 gallons after the first 5,000 — sewer rate.	3. 70 cents combined water and sewer for each 1,000 gallons after 20,000.

to purify the water prior to being re-introduced to the natural distribution system.

In addition, the nation's growing concern about water pollution has increased the costs of treating sewage by requiring additional treatment and purifying steps before the effluent is re-introduced to the natural system.

Illinois and the United States Environmental Protection Agency have established strict guidelines that must be met by local governments such as Barrington in treating sanitary sewage.

Crumrine added that the continuing efforts to further reduce water pollution produced by municipal wastewater treatment systems will cost money.

costs by a rate increase. This traditional practice gives municipal utilities a much better tax position, but this year revenues will be used to finance over \$75,000 in utility costs. Basically, the need for such a large one time rate increase is related to new growth. The village growth rate has reduced dramatically during the past 3 years. This is due in part to economic conditions, but due in large part to a decision of the Board to manage growth to keep it within the limits outlined in the comprehensive plan.

Because the old rates were based on much higher growth assumptions when growth was curtailed, fixed costs remained and therefore, the need for a very substantial rate increase.

#### It's Your Water Conserve It

How many gallons of water would be lost through a hole in a water pipe the size of a pin point? Would you believe 170 gallons over a 24 hour period?

Imagine now that the hole is one-eighth of an inch in diameter. Would you believe that 3,600 gallons of water would leak through that hole over a 24 hour period?

A water barrel can hold about 50 gallons. You can save about one barrel

of water for every five minutes you cut off the time it takes to take a shower.

On the average, Barrington residents use 1.3 million gallons of water per day. That means that every man, woman and child uses about 142 gallons per day.

The cost of providing clear drinking water has risen because of inflation. But the cost of cleaning up the water as required by the Environmental Protection Agency has skyrocketed.

By conserving water, Barrington re-

sidents can reap two benefits: first, every gallon conserved will help to insure that clean water is always readily available. Second, every gallon saved means added money in your pocket-book.

The following hints on saving water are included to aid you in your family's personal conservation efforts. Remember, if every Barrington resident could save 20 gallons of water per day, this would result in a daily savings of more than 182,000 gallons. cont. back page

## To turn or not to turn



This "No Turn On Red" sign prohibits traffic from turning right on a red light. The new state law allowing right turns on red went in effect on January 1st this year.

To turn or not to turn — that's the question facing many drivers in the Barrington area.

Illinois' new law allowing right hand turns on red lights went into effect on January 1 this year. In effect, the law allows drivers to turn right after coming to a complete stop even though the traffic light may be red.

In addition, the law allows drivers to turn left after coming to a complete stop, but only if they are driving on a one-way street and turning onto a one-way street.

The new law was adopted to ease traffic congestion at intersections by improving the flow of traffic. Under the new law, the driver in the traffic lane nearest the curb or shoulder of the road may turn right if on-coming traffic is light enough to permit the turn.

However, the law does not require the driver to turn right if in his judgement the traffic flow is too heavy to allow a safe right turn or if he is going straight through the intersection.

The law gives state and local officials authority to restrict right turns on red at intersections where such traffic movement would create a dangerous situation.

For example, state traffic officials suggested that intersections having more than four approaches, that are located near school crossings or that have heavy pedestrian traffic, should be posted with the "No Turn On Red" signs.

## BADC BLOOD DRIVE IN PROGRESS

The Barrington Area Development Council (BADC) is offering every resident in the Barrington area an opportunity to meet his family's emergency blood needs for one year.

And all it costs is a pint of blood. BADC has again joined hands with the American Red Cross in bringing a Blood Assurance Plan to the Barrington area. Under this program, the American Red Cross will provide unlimited, free, volunteer blood to any resident in the Barrington area.

In return for this coverage, residents in the Barrington area must donate a total of 1,044 pints of blood.

The first donation date was held on January 22. The following are the other donation dates scheduled for this year: March 9, May 28, August 1, October 22 and December 5.

BADC president, Mrs. Arthur Moor, urged residents interested in donating blood to complete a pledge card and send the completed pledge card to Mrs. Paul Jensen, 259 W. Lake Shore Drive, Tower Lakes, Barrington, Ill. 60010.

Mrs. Jensen will then call the resident and schedule a convenient time for a donation on a specific date.

The actual donation is not a time consuming process. The entire process, including interviewing, tests and light refreshments, takes about 45 minutes. The actual donation, which is painless, takes about five minutes.

The Blood Assurance Program allows the Barrington area resident to receive emergency blood donations at any time and in any hospital in the country by stating that he or his family is covered by the Barrington assurance program.

For more information, please call either Ray Wichman, Blood Assurance Plan chairman at 381-1230 or Mrs. Moor at 426-4997.

### Environment protection ordinances

One of the activities that BACOG's new shared management services program has been busy with is the development of information to aid BACOG member communities in their consideration of three comprehensive land use ordinances.

Last January, BACOG's executive board adopted a resolution requesting each member municipality to adopt these land use ordinances by the following dates:

- The Flood Plain Ordinance: February 28
- The Soil Overlay Ordinance: March 31
- The Erosion and Sedimentation Control Ordinance: April 30

To help the villages meet this timetable, the new program's management services director developed an audio-visual program that village plan commissions and Board of Trustees may use in reviewing the ordinances.

Beginning last September, six BACOG communities have been sharing the audio-visual program and other administrative services provided by the management services director.

The shared management services program, funded by a \$12,000 operating grant from the Northeastern Illinois Planning Commission, provides BACOG member communities with a means to relieve some of the strictly administra-

tive work load facing local board of trustees members.

In early January, a joint meeting of all BACOG Plan Commission chairmen reviewed the audio visual program. Since then, the program has been used by several communities and citizens groups.

The audio visual program focuses on three major points: what each land use ordinance is designed to accomplish, what impact the combined ordinances have on property in the Barrington area, and the administrative machinery that could be used by the villages to insure that property owners developing land in the Barrington area comply with the ordinances.

For example, the Flood Plain Ordinance is designed to insure that the capacity of rivers and flood plains in the area to move water is not reduced and to insure that property improvements subject to potential flooding hazards are constructed in such a manner to protect the owner.

The Erosion and Sedimentation Control Ordinance attempts to eliminate unnecessary erosion that could occur when land is being developed; the Soil District Overlay Ordinance identifies soil types and establishes performance standards that must be met for development on these soil types.



# A look inside BACOG

BACOG — it's a word that you won't find in your dictionary, but it may be as close to you as your next door neighbor.

The Barrington Area Council of Governments, or simply BACOG, is more than a voluntary association of local governments serving the people and organizations that call the Barrington area their home.

Private citizens and organizations have played a large role in the formation, growth and continuing evolution of BACOG. Let's take a deeper look inside BACOG to see how it affects you, the Barrington resident.

The villages of Barrington, Barrington Hills, Deer Park, Inverness, North Barrington, South Barrington and Tower Lakes, Cuba and Barrington Townships, the Barrington Park District, the Barrington Library District and the Unit School District 200 make up the current full and associate membership of BACOG.

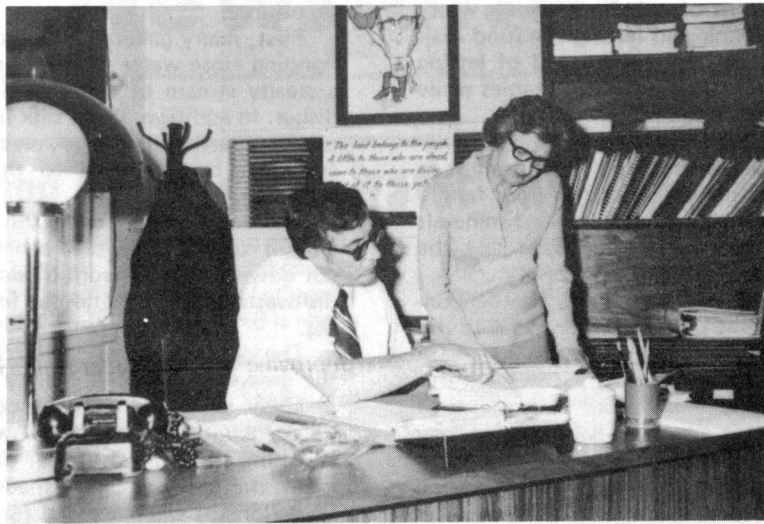
BACOG's executive board, made up of the seven BACOG village presidents or their alternatives, sets the policy guidelines and general objectives that the organization follows.

The executive board members are Cyril Wagner, Executive Board Chairman; Fred J. Voss, Barrington Village President; Mrs. Barbara Hansen, Barrington Hills Alternative; Charles E. Brown, Deer Park Village President; Russell V. Puzey, Inverness Village President; Nelson Forrest, North Barrington President Pro Tem; and Arthur J. Hogfelt, South Barrington Village President.

Don Klein serves as the BACOG executive director. The executive director uses the policies established by the executive board in developing specific programs that are designed to implement BACOG's major policy goals. A. K. Pierson serves as the BACOG treasurer; Mrs. Janice Meyer serves as the BACOG secretary.

In addition, numerous citizen committees have played a major role in shaping many of the programs now under consideration by BACOG's executive board and member communities.

These citizen groups include the environmental, land use, transportation, housing, comprehensive planning, police and public safety, administrative services, legal and legislative committees. Approximately 60 persons serve on these committees. In future newsletters, each committee will be described in detail and those serving the Barrington area will be named.



Don Klein, BACOG Executive Director, and his secretary discuss written material being prepared for review and consideration by the BACOG Executive Board.

BACOG's Environmental and Land Use Committees completed much of the necessary spadework that went into the development of the Comprehensive Land Use ordinances now under consideration by all BACOG member communities.

Citizens committees have also directed their efforts into the areas of shared services, regional law enforcement, economic development, environmental and legislative monitoring and other areas that have an impact on the entire Barrington area.

To date, the citizens committees, outside consulting firms and the executive director's office have laid much of the planning on which the organization will base future decisions. Why has all this work been done; put in another way, why was BACOG created?

BACOG serves as a regional forum for the discussion of problems that impact on all the citizens of the Barrington area.

The nature of the issues facing local governing units and private citizens alike go beyond the capacities of a single governmental unit.

Problems of a regional nature must be solved through a cooperative effort of all the governing units in the Barrington area.

The rise of regional issues has come about with the continuing urbanization that the Barrington area, and the entire

metropolitan Chicago area, have experienced in the last 30 years.

In the past, with few local governments and large open spaces between their boundaries, the decisions these local governments made affected only the residents that lived within their boundaries.

Today, the picture has changed. With more and more units of local government and less and less space between each other, the decision one local government makes may have a definite impact on the citizens of another town or village.

A similar situation exists in the Barrington area. Town and cities outside of the Barrington area frequently make decisions that have an impact of the citizens within the Barrington community.

BACOG provides a means for Barrington area residents to deal with the impacts of decisions made by other governmental units.

As a volunteer council of governments, BACOG does not have the authority to levy any taxes. Instead, funds used for the organization's \$56,000 annual budget come from the membership dues contributed by each member village.

In 1974, these funds will be used to further study and implement a variety of BACOG programs.

**IT'S YOUR WATER --- CONSERVE IT**

In preparing and cooking meals, there are several methods available to save water. For example, when cleaning vegetables, you can save four to five gallons of water by ponding water in your sink and letting the food soak for several minutes instead of letting the water run over the vegetables while they are being cleaned.

The water used in cooking vegetables can be "recycled" by using it in soups or gravies, providing your family with additional vitamins and minerals rather than throwing them and the cooking water down the drain.

A common practice by mothers on-the-go and singles on the run is to run water over frozen foods to speed up the thawing process. However, this method will use about 150 gallons of water if it takes one half hour to thaw the frozen foods.

Removing the food earlier from the freezer and allowing it to thaw at room temperature will contribute that much more to your personal conservation efforts.

In the same vein, ice cubes can be easily removed from their trays if allowed to stand for several minutes at room temperature, rather than running water over the underside of the trays.

Both methods work, but one helps to conserve a valuable natural resource.

The following conservation hint can help you save both water and time; by adding one-fourth teaspoon of lemon juice to water used for cooking spaghetti or other pasta dishes, you can save both time and water needed during the clean up process.

Cooking is not the only area where water can be conserved --- there are several methods available to save water when the eating is over and the clean-up begins.

First, many gallons can be saved by ponding rinse water rather than using a steady stream of water to rinse the dishes. In addition, if the sink has only one compartment, a large pan or other container can be used to rinse the dishes.

The addition of one-fourth cup of vinegar to the dishwasher can further cut down on the amount of water and dishwashing detergent needed for washing.

The vinegar helps to cut the film and the grease for especially dirty dishes.

Many Barrington homes come equipped with automatic dishwashers. By using the dishwasher for only full loads, the best use can be made of the 25 gallons of water needed for a complete cycle.

In addition, homeowners can make the most out of their garbage disposals and automatic washing machines through their proper use.

For example, the average automatic washing machine can use 42 to 45 gallons of water per load, regardless of whether five pounds of clothes or 15 pounds are being washed. Using full loads will save the homeowner the electricity needed to run the machine, natural gas to heat the water and water itself.

A "Suds-Saver" feature also aids in the conservation of water.

The family garbage disposal also re-

quires water for its proper use. By avoiding the use of stringy, fibrous food wastes and especially grease in the garbage disposal, it will save the homeowner both water and costly repair services.

The lady of the house is not the only family member that can take an active role in reducing the family's daily water consumption figures. The man of the house can also play a big part.

For example, the water used to moisten the stubble prior to shaving can also be used for rinsing the razor. In addition, the water used after the shave for rinsing the face can be "recycled" and used for rinsing the basin.

Just as families require water to remain healthy, plants and lawns require water to stay green and healthy. However, there are several steps that can be taken to insure that the lawn rather than the sidewalk or street is watered.

Water finds it difficult to soak into a lawn that has become highly compacted or root bound. Using an aerator to remove plugs of soil and grass roots will enable water to drain into the ground rather than run off into the street.

Water run off also is a problem for sloping yards. The homeowner will find that turning a soaker type hose into the yard is an effective watering method.

In addition, attempting to water a lawn on a windy day usually results in watering the street rather than the lawn.

Trustees  
David R. Capulli  
Paul J. Shultz  
J. Frank Wyatt  
Earl M. Schwemm  
A. K. Pierson  
Henry G. Sass, Jr.

Village President  
F. J. Voss  
Village Clerk  
Karol Hartmann

Bulk Rate  
U.S. Postage  
PAID  
Permit No. 40  
Barrington, Illinois  
60010

206 SOUTH HOUGH STREET, BARRINGTON, ILLINOIS 60010

Village of Barrington  
COOK AND LAKE COUNTIES, ILLINOIS



# Tenney & Bentley

## Law Offices

69 West Washington Street Suite 2000

Chicago, Illinois 60602

TELEPHONE CE 6-4787  
AREA CODE 312  
CABLE ADDRESS: TENBEN

HENRY F. TENNEY (1915-1971)  
RICHARD BENTLEY (1922-1970)

BARRINGTON OFFICE  
101 SOUTH HOUGH STREET  
BARRINGTON, ILLINOIS 60010  
TELEPHONE 381-8818

WILLIAM S. WARFIELD, III  
L. DOW NICHOL, JR.  
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LAWRENCE E. GRELE  
PAUL T. LAHTI  
JOHN W. MAUCK  
ARTHUR H. ANDERSON, JR.  
JAMES B. SPARROW  
F. JAMES HELMS

March 26, 1974

### MEMORANDUM

To: Village Presidents, Villages of Barrington, Inverness,  
North Barrington and Tower Lakes  
Board of Trustees, same Villages;  
Plan Commission, same Villages;  
Zoning Boards, same Villages;  
Village Clerks, same Villages;  
Mr. Dean H. Maiben, Manager, Barrington;  
Board of Commissioners, Inverness Park District;

Re: ILLINOIS GOVERNMENTAL ETHICS ACT - STATEMENTS OF ECONOMIC  
INTERESTS

NOTE: Forms are to be filed by April 30, 1974 for those  
who have not previously filed in 1974.

Those persons who filed Statements of Economic Interests in  
1973 should have received forms from the County Clerk. We are  
providing with this memorandum additional copies to each Village  
Clerk. The following is an explanation of the Ethics Act and the  
Statement of Economic Interests.

1. Who must file?

a) All elected officials of Villages and Park and  
School Districts or candidates for such offices for such services;  
all members of Zoning Boards and Plan Commissions, and any Village  
employees (other than independent contractors) who are compensated  
at the rate of \$20,000 per year or more.

b) Refiling not required for anyone who filed in 1974  
to cover the calendar year 1973. If in doubt, refile.



2. When to file: By April 30, 1974.

3. Where and how to file: With the County Clerk of the County in which you reside. If you mail your statement, I suggest that you send a cover letter, keeping a copy of the letter and statement. If you live in Cook County and wish to give the statement to us by April 29, we will file it on April 30.

4. Period covered by the statement: January 1 - December 31, 1973.

5. Spouse's interest: A spouse's interest must be shown only if the interest owned by the spouse in her name is really controlled by you - Example: Your spouse owns stock of Xerox having a value of \$10,000.00 and Xerox does business with the Village. The spouse's interest need not be shown unless you control your spouse's interest in this stock (as where the stock is really yours, and is being held by your spouse to conceal your actual interest).

6. Particular questions to be answered on the form:

a) Question No. 1. Self-explanatory.

b) Question No. 2. A "professional organization" is not defined, although the term "professional services" is defined in the statute to include law, accounting, engineering, medicine, architecture, dentistry and clinical psychology. Persons in those professions must list any sole proprietorships, corporations or partnerships from which they receive income of more than \$1,200.00 per year, but not the amount received and not the names of individual clients.

c) Question No. 3. This calls for a statement of the NATURE of professional services rendered to any entity (corporation, sole proprietorship, partnership, etc.) which paid you more than \$5,000.00 last year. It should be noted that this question does not call for the name of the entity or client paying the fee or income. However, the statutory section on which this question is based (Section 4A-102(a)(2)), calls for the nature of the entity making payment. Examples of answers which meet the narrow language of the question and statute: "architectural services for individuals and corporations"; "medical services to individuals"; "legal services to corporations, individuals, estates and trusts"; "accounting services to corporations, individuals, estates and trusts."





d) Question No. 4. Self-explanatory.

e) Question No. 5. This question requires disclosure of the name of any entity which has applied for or received a permit, license, annexation or rezoning in 1973 from your Village if your interest in the entity was more than \$5,000.00 or if you received dividends of more than \$1,200.00.

f) Question No. 6. You must disclose the name of any entity doing business with your Village if you received income of more than \$1,200.00 in 1973 from that entity, other than for professional fees. You must also disclose any office you held in the entity. Example: You are employed at the corporate offices of XYZ hardware chain as Vice President and the Village purchased nails from your chain for \$5.00; you must show the name of your company and your position (whether or not you are an officer).

g) Question No. 7. List any governmental unit, other than your own Village, which employed you in 1973.

h) Question No. 8. This requires the disclosure of gifts valued in the aggregate at more than \$500.00 received in 1973 from any source. Example: Your mother gave you \$750.00; you must list her name. This does not require that you show the amount received. Another example: Your husband gave you a new car last year; you must list his name.

Please call me if you have any questions.

  
P. James Helms

FJH/h



J. J. W.

# INTEROFFICE MEMO

DATE 3/25/74

TO: President and Trustees of the Village of Barrington  
FROM: Director of Development  
SUBJECT: Lake of Barrington

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We would like to schedule a joint public hearing of the Plan Commission and Village Board to hear the petition for annexation and rezoning of the property at the southwest corner of Cuba and Ela Road on Wednesday evening, May 1, at 7:30 p.m. The petition is presented by L. F. Draper and Assoc. and the project is known as Lakes of Barrington. If this date is unacceptable, please contact me before March 29, to allow ample time for publication and review.

Sincerely yours,



LG:ds

Linda Grubb  
Director of Development





A G E N D A  
Village of Barrington, Illinois  
Meeting of March 25, 1974 at 8:00 P. M.

*Bill Miller*  
*Downsville*

- ✓ 1. Call to Order
- ✓ 2. Roll Call
- ✓ 3. Approval of the Minutes of the Public Meeting of the President and Board of Trustees of the Village of Barrington, Illinois on March 11, 1974.
- ✓ 4. Inquiries from the Audience.
- ✓ 5. Reports of Village Officials:

President's Report

- ✓ a) Consideration of a Change in the By-Laws of the Northwest Municipal Conference.
- ✓ b) Set Hearing Date for Annexation of Property Located at Corner of Dundee Road (Route 68) and Barrington Road.

Manager's Report

- ✓ a) Staff's Program Planning Report.
- ✓ b) Refuse System Study.
- ✓ c) Chamber of Commerce and Downtown Merchants re Method of Snow Removal.
- ✓ d) Delivery of Child Identification Markers (where applicable) During the First Two Weeks of April by the Girl Scouts and Brownie Scouts Under the Auspices of the Fire Department and Kiwanis Club.

6. Ordinances and Resolutions:

- ✓ a) Consideration of an Ordinance Calling for a Referendum Election Creating an Ambulance Fund.

7. New Business:

- ✓ a) Award of a Contract for a Pocket Paging System - Fire Department.
- ✓ b) Award of a Contract for Electrical Repairs of the Station Street Pump Station.
- ✓ c) Award of a Contract for Tree Spraying.
- ✓ d) Award of a Contract for Tree Trimming and Tree Removal.
- ✓ e) Award of a Contract for Tree Planting.

8. List of Bills.

9. Adjournment.

Office of the Village Manager  
D. H. Maiben

rosted March 25, 1974

The following is a list of tips that you, the home owner or apartment renter, can use to help reduce the chances that your home will be burglarized while you are away:

- make sure that all entrances to your home are securely locked. This naturally includes all doors, windows, garage doors, patio windows or patio doors. Even the best locks are rendered useless if they are not used. In addition, don't hide keys under door mats, mail boxes, milk boxes, flower pots, over moldings, etc. Rather, leave a spare key with a trusted neighbor.
- make sure that you avoid advertising your absence by not leaving behind obvious signs that you and your family are gone. For example, make sure that all scheduled deliveries such as newspapers, milk, mail and others, are cancelled while you are away. Again, make sure that the garage doors are closed and locked, even while gone on short trips. Make sure that all outdoor yard work is completed, including lawn mowing in the summer and snow shoveling in the winter, and make sure that outdoor equipment, such as grills, lawn mowers, patio chairs, ladders, are stored inside the house or garage.
- make sure that you have a list of serial numbers of all your valuable possessions for insurance purposes. Also, color photographs and short descriptions of valuable items will aid the police in efforts to recover and identify your property in case of theft.
- make sure that you contact the police department and let them know the dates that you and your family will be gone. The police department will then be able to keep an extra special eye out around your neighborhood.

If you return home to find that your house has been broken into or even if you suspect a problem, make the following efforts to aid the police department in their efforts:

- (1) Go to another telephone and call the police department at once.
- (2) Do not touch anything in your home.
- (3) Leave everything exactly as you have found it so that any evidence or clues that the burglars may have left behind can be recovered by the police department.



## Village of Barrington

COOK AND LAKE COUNTIES, ILLINOIS

206 SOUTH HOUGH STREET, BARRINGTON, ILLINOIS 60010 312/381-2141

Welcome to this meeting of the Barrington Board of Trustees. These meetings offer one of the most direct means of making our public officials aware of opinions and desires of village residents. Such information is vital to the Board members in formulating village policies.

In order to facilitate discussion, the Board requests your comments be made during:

.... INQUIRIES FROM THE AUDIENCE, which has been specifically designated for audience comments and inquiries concerning Board decisions.

.... In the course of the discussion of an agenda item.

To be recognized, please rise and address the President, stating your name and address for the official record.

THIS EVENING'S AGENDA BEGINS ON PAGE TWO. Should you wish to place an item on a future agenda, please contact the Deputy Village Clerk at 206 South Hough Street, 381 - 2141.

<u>President</u>	<u>Trustees</u>	<u>Village Clerk</u>
F. J. Voss	D. R. Capulli    E. M. Schwemm	Karol S. Hartmann
	P. J. Shultz    A. K. Pierson	
	J. Frank Wyatt    H. G. Sass, Jr.	
<u>Manager</u>	<u>Attorney</u>	<u>Deputy Clerk</u>
D. H. Maiben	J. William Braithwaite	D. L. Belz