

**VILLAGE OF LAKE BARRINGTON - MINUTES
A REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES**

MAY 3, 2016 - APPROVED

1. CALL TO ORDER

The regular meeting of the President and Board of Trustees of the Village of Lake Barrington was held at the Village Municipal Center, 23860 Old Barrington Road, on Tuesday, May 3, 2016 and was called to order at 7:00 pm. Village Administrator Martin acted as Recording Secretary. Agenda items are reported in agenda order which may or may not match the order in which they were considered.

2. ROLL CALL OF MEMBERS

Upon the roll being called, the following Trustees were physically present at said location: Trustees Burke, Daulton Lange, Mitchell, Schofield, Schaller, Thompson, and President Richardson.

The following Trustee was allowed by a majority of the members of the President and Board of Trustees in accordance with and to the extent allowed by rules adopted by the President and Board of Trustees to attend the meeting by video or audio conference: None

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: None

Staff Present: Village Administrator Christopher A. Martin, Administrative Assistant Lisa Pena-Tlapa and Treasurer Peggy Hirsch

Others Present: Village Attorney J. Bateman

3. PLEDGE OF ALLEGIANCE

4. CONSIDERATION OF MINUTES

A. Minutes of the Regular Board of Trustees Meeting – April 5, 2016

A motion was made by Trustee Schaller and seconded by Trustee Schofield to approve the minutes of the April 5, 2016 regular meeting. The voice vote was all ayes with President Richardson abstaining. President Richardson declared the motion carried.

5. PRESIDENT'S REMARKS (President Pro Tem Burke)

A. President Richardson introduced new Administrative Assistant Lisa Pena-Tlapa. Ms. Pena-Tlapa reviewed her background and thanked the Board for the opportunity to join the Village staff. President Richardson discussed having State Representative Dave McSweeney appear at the next Board meeting to provide an update on issues facing the State.

6. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD – NON AGENDA ITEMS

None present.

7. CONSENT AGENDA - None.

8. TREASURER'S REPORT

A-C. Village Treasurer Hirsch reported the following:

The financial statements have been prepared and reviewed for the eleven months ended March 31, 2016 of the Village of Lake Barrington's fiscal year 2016 at 92% through the fiscal year.

The flash report shows the assets at \$2,175,000 and corresponding liabilities at \$721,000 plus equity of \$1,454,000 to equal \$2,175,000 showing that the balance sheet is appropriately in balance. Fiscal year to date revenue for eleven months are at \$2,218,000 and expenses are at \$2,379,000 resulting in a net loss of \$161,000. For the balance sheet all the cash accounts are all in order as all bank statements have been reconciled monthly and reviewed.

For the general fund for the eleven months ended March 30, 2016. (or 92% of the year) Total revenues are lower at 87% of budget and expenses at 93% of budget. As mentioned: legal, consultant and road maintenance are over amounts budgeted for the fiscal year, and that several revenue categories (telecommunications, utility, and permits) are underperforming.

The Motor Fuel Tax fund has cash available of \$392,000 which is calculated by taking current assets \$415,000 less current liabilities of \$23,000. Normally the fund is growing at about \$9-12k/month. FY15 included a \$21k payment as part of the Illinois Jobs Now program.

The Water/Sewer Fund has net current assets of \$1,062,000 which is calculated by taking the cash as stated on balance sheet plus current receivables less current payables. This will be used for future capital expenditures as needed.

The Open Space Fund has \$171,000 in cash available for ongoing maintenance. The \$131,000 in the 6563 bank account will be used to make upcoming bond payments.

Ms. Hirsch reported on the Personal Property Replacement Tax (PPRT) at the state level, which has been overpaid by the State. The Village of Lake Barrington owes \$24.87.

The Accounts payable warrants have been reviewed and are in order for your approval.

A motion was made by Trustee Schaller and seconded by Trustee Thompson to accept and approve in block: (1) the Village's Financial Statements as of March 31, 2016, (2) the payment of bills in the amount of \$198,666.51 as listed on the Accounts Payable Warrant "A" dated May 3, 2016, and (3) the payment of bills in the amount of \$7,799.86 as listed on the Accounts Payable Warrant "B" Dated May 3, 2016.

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, Thompson, and President Richardson.

Nays: None

Abstain: None

Absent: None

President Richardson declared the motion carried.

No members of the public requested to address the Village Board

9. ADMINISTRATOR'S REPORT

- A. Financial Plan - June 8, 2016. Mr. Martin noted that staff was completing the FY2017 Financial Plan for approval at the next Board meeting he did not anticipate any major changes.
- B. MS 4 Report - Caitlin Burke, Gewalt Hamilton: Mr. Martin introduced Caitlin Burke from Gewalt Hamilton Engineers to present the MS4 report for the Village. Ms. Burke provided a PowerPoint presentation detailing the report.
- C. Website Development Task Force – RFP- Mr. Martin noted that staff had included the RFP for the Village's website rebuild. He noted that staff would be sending out the RFP mid June.
- D. Special Event: Pepper Park and Friends – May 7th.

10. CLERK'S REPORT - None

11. REPORTS OF STANDING COMMITTEES

The following Village Trustees reported on the activity of their respective committees:

- A. *Roads and Infrastructure* (K. Daulton Lange) – Trustee Lange followed up on last month's meeting stating that the reclamite and road surface treatments are a good investment to try for the next few years. Other towns that have been using the process have been satisfied. Mr. Martin will be watching for wear on the roads.
- B. *Communication and Community Relations* (J. Thompson): Trustee Thompson discussed a planned meeting with Tallgrass for May 11th. There is a monthly column in the LBS newsletter that is being used to promote events. President Richardson was asked to attend the Pepper Pathway ribbon cutting on June 11th.
- C. *Economic Development* (A. Burke) – Trustee Burke noted that he, Trustee Thompson, Kathleen Scott and Mr. Martin are helping business development and marketing through focusing on economic development, business and community outreach.
- D. *External Relations* (K Richardson) – President Richardson discussed his involvement in the U.S. Conference of Mayors and spoke of the local government distributed fund and concern over the possibility that some or all could be swept by the State. To avoid putting pressure on resident's property taxes, the objective continues to be, as in previous years, to maximize revenue generation from the Pepper Road Business Park and the Market Place.
- E. *Finance, Human Resources & Administration* (C. Schofield) – Trustee Schofield noted that information on bonuses and an increase in salary will be talked about by Mr. Martin.
- F. *Open Space & Village Facilities* (C. Mitchell) - Trustee Mitchell noted that the roof on the shed at Freier Farm is complete. The community garden was discussed with Doering Landscape Company adding a French drain and completing the tilling work. Mr. Martin will post information about the garden again to the community as there are still spots available.
- G. *Public Safety & Gated Communities* (J. Schaller) - Trustee Schaller introduced Lieutenant Jeff Burke who spoke of the plans to cover the Spring Market event on May 7th. Lieutenant Burke also gave an update on the recent shooting incident in Barrington, among other items. Trustee Schaller also reviewed the meeting with Taylor Morrison and staff, and discussed their market and build strategies.

12. OLD BUSINESS - None

13. ORDINANCES

- A. **CONSIDERATION OF AN ORDINANCE AMENDING THE VILLAGE OF LAKE BARRINGTON VILLAGE CODE TITLE 1, "ADMINISTRATION": SECTION 1-10-7, "FEES, CHARGES, DEPOSITS, AND OTHER AMOUNTS PAYABLE TO THE VILLAGE"; AND TITLE 5, "MOTOR VEHICLES AND TRAFFIC": SECTION 5-3-1,**

“STOPPING, STANDING OR PARKING”, AND SECTION 5-3-8, “PARKING VIOLATIONS

Mr. Bateman and Mr. Martin discussed the proposed ordinance which would amend the Village’s parking regulations by creating “residence only parking” areas (streets or whole neighborhoods). This program would include parking passes that must be displayed in such areas. Mr. Bateman noted that this could be an additional tool for regulating non – resident parking within participating neighborhoods. The Board discussed the proposal and agreed that it would take no action at this time, but would consider such regulations in the future if found to be necessary. The Board agreed that significant neighborhood input would be required to determine if such regulations would be appropriate. A draft ordinance was provided in the Board folder for discussion purposes.

No action taken.

B. CONSIDERATION OF A COMPENSATION ORDINANCE

Mr. Martin noted that he had conducted the annual staff performance evaluations and updated the appropriate ordinance, as well as, amending the pre-existing Administrative Assistant section relative to the appointment of Ms. Pena-Tlapa. The Board discussed staff performance and was complementary. An ordinance was provided in the Board folder.

A motion was made by Trustee Daulton Lange and seconded by Trustee Schofield to Approve Ordinance No. 2016-O-9, an Ordinance Amending the Village of Lake Barrington Village Code

14. NEW BUSINESS

A. CONSIDERATION A CONTRACT FOR A FIRE HYDRANT INSTALL ON HILLVIEW - LAKE JULIAN CONTRACTING INC.

Mr. Martin noted that the Village of Fox River Grove and the Barrington Countryside Fire Protection District had requested that the Village install an additional fire hydrant on Hillview (approximately 200 feet from Route 14) to provide for proper spacing and service to adjoining properties (Horseshoe Grill). Quotes were requested and one provided by Lake Julian Contracting Inc. at \$9,500. Fox River Grove and Gewalt Hamilton report this pricing is appropriate. Trustee Lange queried whether the original design was to code. Staff reported that it was but that due to the design of the strip mall property the current configuration was found to be wanting by the fire service. Materials were provided in the Board Folder.

A motion was Made by Trustee Schaller and seconded by Trustee Mitchell to approve authorize the Village Administrator to enter into a Services Agreement with Lake Julian Contracting Inc. for the installation of a fire hydrant on Hillview at \$9,500.

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, Thompson, and President Richardson

Nays: None

Abstain: None

Absent: None

President Richardson declared the motion carried.
No members of the public requested to address the Village Board.

14. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE VILLAGE BOARD

None present.

15. CLOSED SESSION

None

16. OTHER

None

17. ADJOURNMENT

A motion was made by Trustee Schofield and seconded by Trustee Mitchell to adjourn the meeting. President Richardson declared the motion carried, whereupon the meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Christopher A, Martin
Village Administrator, Recording Secretary