

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

November 1, 2016 – Approved

1. CALL TO ORDER

A 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, November 1, 2016 and was called to order at 7:00 pm. Trustee Burke was appointed President Pro Tem. 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 Daulton Lange, Mitchell, Rigby, Schaller, Thompson, and President Pro Tem Burke.

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: President Richardson

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 Board of Trustees Meeting – October 11, 2016

A motion was made by Trustee Rigby and seconded by Trustee Schaller to approve the minutes of the Board of Trustees meeting held on October 11, 2016. The voice vote was all ayes and President Pro Tem Burke declared the motion carried.

5. PRESIDENT'S REMARKS (President Richardson) - None

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, in summary:

The financial statements have been prepared and reviewed for the first five months ended September 30, 2016 of the Village of Lake Barrington's fiscal year 2017. We are 42% through our fiscal year (5 months). The general fund shows the assets at \$2,584,000 and corresponding liabilities at \$797,000 plus equity of \$1,787,000 to equal \$2,584,000 showing that the balance sheet is appropriately in balance. Fiscal year to date revenue for the first five months is \$1,320,000 and expenses are at \$967,000 resulting in net income of \$353,000.

The flash shows that in regular operations for the five months ended September 30, 2016 \$436,000 of net income compared to last year through September 30, 2015 net income of \$479,000. For the balance sheet all the cash accounts are all in order as all bank statements have been reconciled monthly and reviewed.

The general fund for the 5 months ended September 30, 2016. (or 42% of the year) Total revenues are at 53% of budget. This is mostly due to early collection of real estate taxes and business licenses, building permits are also way ahead of last year's numbers. Expenses are at 38% of actual to budget.

The Motor Fuel Tax fund has cash available of \$320,000 which is calculated by taking current assets \$343,000 less current liabilities of \$23,000.

The Water/Sewer Fund has net current assets of \$1,130,000 which is calculated by taking the cash as stated on balance sheet plus current receivables less current payables.

The Open Space Fund has \$148,000 in cash available for ongoing maintenance.

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

A motion was made by Trustee Rigby and seconded by Trustee Mitchell to accept and approve in block: (A) the Village's Financial Statements as of September 31, 2016, (B) the payment of bills in the amount of \$155,558.21 as listed on the Accounts Payable Warrant "A" dated November 1, 2016 and (C) the payment of bills in the amount of \$254,736.35 as listed on the Accounts Payable Warrant "B" dated November 1, 2016.

Upon roll call the vote was:

Yeas: Trustees Daulton Lange, Mitchell, Rigby. Schaller, Thompson, and President Pro Tem Burke.

Nays: None

Abstain: None

Absent: President Richardson

President Pro Tem declared the motion carried.

No members of the public requested to address the Village Board

9. ADMINISTRATOR'S REPORT

- A. Mr. Martin noted that Plan Commission meeting would be held November 17, 2016 to continue work on the Comprehensive Plan.
- B. Mr. Martin pooled the Board for movement of the December meeting to Tuesday, December 13, 2016, the Board agreed on this date.

10. CLERK'S REPORT

Ms. Pena-Tlapa reported on the following:

- A. Her attendance at the Municipal Clerk's Conference and expressed appreciation for attending October 9-14, 2016 conference.
- B. She noted the election filing dates of December 12-19, 2016

- C. She noted early voting- October 24-November 5, 2016, Monday-Friday 9-5 pm and Saturday 9-2pm.

11. REPORTS OF STANDING COMMITTEES

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

- A. *Roads and Infrastructure* (K. Daulton Lange) – No report.
- B. *Communication and Community Relations* (J. Thompson): Trustee Thompson gave a reminder that Lake Barrington Village Hall will be a collection site for the Toys for Tots program starting November 14, 2016. Trustee Thompson discussed a concept to use the Village's open space as a marketing tool. The Board was asked to consider the possibility of bicycle use on the walking paths at the Flint Creek Preserve. Trustee Thompson announced the recent passing of John Betzold, and spoke of his numerous efforts and leadership within the community.
- C. *Economic Development* (A. Burke) – Trustee Burke reported that Speedway is on schedule for the second quarter time frame for construction to begin and there will be a communication strategy developed in the coming months. He noted that the Barrington Ice Arena was purchased and the new owners will be invited to speak at a future Board meeting on their plans. Following a query from Trustee Schaller, it was the consensus of the Board to move the location of the Farmers Market to the Market Place. Trustee Schaller and Thompson agreed to work together on arranging the move of the Farmer's Market.
- D. *External Relations* (K Richardson) – No report.
- E. *Finance, Human Resources & Administration* (R. Rigby) – Trustee Rigby spoke of his plans to oversee the training of the Village of Lake Barrington office staff.
- F. *Open Space & Village Facilities* (C. Mitchell) – No report.
- G. *Public Safety & Gated Communities* (J. Schaller) - Trustee Schaller and Mr. Martin spoke of their training experience and benefits of the table top exercise and the Union Pacific and Canadian National training at the Barrington Countryside Fire Protection District. Trustees Schaller noted that there will be a Lake County Sheriff town hall meeting on November 16, 2016 at Kildeer Countryside Elementary School. Sgt. Phil Zinkowich reminded residents to be aware of and report any unusual activity to the Lake County Sheriff's Department.

12. OLD BUSINESS – None

13. ORDINANCES - None

14. NEW BUSINESS

A. CONSIDERATION OF A RESOLUTION APPROVING THE RELEASE OF A LETTER OF CREDIT – ENCLAVE SUBDIVISION

Mr. Martin stated that the resolution permits the release of the remaining funds (\$95,138) held by the Village following the expiration of the two year maintenance period for the Enclave subdivision. The Village Engineer had reviewed the improvements and found them to be acceptable. The Board discussed progress within the subdivision and agreed that it was moving forward as planned. Materials were provided in the Board folder.

A motion was made by Trustee Daulton Lange and seconded by Trustee Schaller to authorize the Village Administrator to Approve Resolution 2016-R-11 Approving the Release of an Irrevocable Letter of Credit – Enclave Subdivision.

Upon roll call the vote was:

Yeas: Trustees Daulton Lange, Mitchell, Rigby, Schaller, Thompson and President Pro Tem Burke

Nays: None
Abstain: None
Absent: President Richardson
President Pro Tem Burke declared the motion carried.
No members of the public requested to address the Village Board

B. CONSIDERATION OF A RESOLUTION AUTHORIZING AND APPROVING AN "ILLINOIS ELEVATOR SAFETY PROGRAM AGREEMENT" BY AND BETWEEN THE OFFICE OF THE STATE FIRE MARSHAL AND THE VILLAGE OF LAKE BARRINGTON

Mr. Martin stated that this agreement allows the Village to contract with a certified inspection company to perform all plan reviews, install inspections, and mandated semi-annual inspections of all elevators in the Village. The Village is currently contracted with Thompson Elevator Inspections for this service. To date, Thompson Elevator has worked very efficiently with staff to maintain compliance and mandatory inspections. Materials were provided in the Board folder.

A motion was made by Trustee Rigby and seconded by Trustee Mitchell to approve Resolution 2016-R-12 Approving an "Illinois Elevator Safety Program Agreement" By and Between the Office of the State Fire Marshal and the Village of Lake Barrington.

Upon roll call the vote was:
Yeas: Trustees Daulton Lange, Mitchell, Rigby, Schaller, Thompson and President Pro Tem Burke
Nays: None
Abstain: None
Absent: President Richardson
President Pro Tem Burke declared the motion carried.
No members of the public requested to address the Village Board

15. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE VILLAGE BOARD

None present.

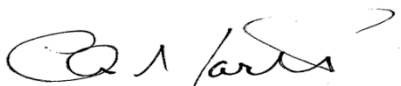
16. CLOSED SESSION - None

17. OTHER - None

18. ADJOURNMENT

President Pro Tem Burke called for the motion for adjournment. A motion was made by Trustee Schaller and seconded by Trustee Thompson to adjourn the meeting. President Pro Tem Burke declared the motion carried, whereupon the meeting was adjourned at 8:15 p.m.

Respectfully submitted,



Christopher A, Martin
Village Administrator, Recording Secretary