



**MINUTES
VILLAGE OF GLENCOE
BOARD OF TRUSTEES
REGULAR MEETING**

Village Hall Council Chamber
675 Village Court
Thursday, February 2, 2017 – 7:00 PM

1. CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Board of Trustees of the Village of Glencoe was called to order by the President of the Village of Glencoe, Cook County, Illinois, at 7:14 p.m. on the 2nd day of February, 2017, in the Village Hall Council Chamber.

Attendee Name	Title	Status
Village Board		
Lawrence Levin	Village President	Present
Trent Cornell	Trustee	Present
Barbara Miller	Trustee	Present
Peter Mulvaney	Trustee	Present
Scott Pearce	Trustee	Present
Dale Thomas	Trustee	Present
Jonathan Vree	Trustee	Present
Village Staff		
Philip Kiraly	Village Manager	Present
Sharon Tanner	Assistant Village Manager	Present
David Clark	Director of Finance	Present
Megan Hoffman	Management Analyst	Present
Cary Lewandowski	Director of Public Safety	Present
Stella Nanos	Glencoe Golf Club General Manager	Present
Denise Joseph	Assistant to the Finance Director	Present
David Mau	Director of Public Works	Present
Adam Hall	Management Analyst	Present

2. CONSIDERATION OF MINUTES

Trustee Thomas moved, seconded by Trustee Miller to approve the minutes of the January 19 Committee of the Whole Meeting and Village Board Meeting. Said motion passed with the following vote:

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Cornell, Miller, Mulvaney, Pearce, Thomas, Vree

3. PUBLIC COMMENT

There were no comments from the public.

4. REPORTS OF COMMITTEES

a. Committee of the Whole

President Levin reported that there was no Committee of the Whole.

b. Finance Committee

President Levin reported that there was no Finance Committee.

c. Plan Commission

Trustee Miller reported that the Plan Commission met received a staff presentation recapping the process of the Downtown Plan adoption. The next step is the implementation of the plan. Trustee Vree asked about prioritizing costs with implementation of the plan. Manager Kiraly added that with the Fiscal Year 2018 Budget, which the Board will consider during this meeting, includes allocations for the feasibility studies. Trustee Mulvaney suggested that these studies include sustainability and that the Sustainability Task Force can learn more about engaging the community from the Plan Commission's recent experience.

d. Golf Advisory Committee

Trustee Thomas reported that the Golf Advisory Committee met and reviewed golf rates by times and types of rounds and players. The Committee approved the suggested rates, which will be used to finalize the budget for Fiscal Year 2018, which the Village Board consider.

e. Sustainability Task Force

Trustee Mulvaney reported that the Sustainability Task Force met and discussed active transportation and how it fits in with its seven initiatives. The Task Force will work on a framework to help the Village Board understand how active transportation fits in with the Board's initiatives and vision.

Laurie Morse of 271 Hawthorne Avenue addressed the Board. She stated that an active transportation study also would address pedestrian connectivity.

5. REPORTS OF OFFICERS

a. Reports of the Village Manager

Manager Kiraly reported that the public engagement process has commenced for the review of the Village's new website that is expected to launch at the end of February. Staff is hosting focus groups over the coming two weeks to seek feedback prior to the site going live.

Manager Kiraly reported that the Village is working on the vehicle sticker and pet license renewal process. In several weeks, residents will receive their renewal materials in the mail. New this year is an option to update information and purchase these licenses online. He said that new vehicle stickers will need to be displayed by May 1, and renewals received after that date will incur a \$50 late fee.

Manager Kiraly said that the Village is hosting its first Business Before Hours event for members of Glencoe's business community on Thursday, February 16.

Manager Kiraly announced that Village Hall will be closed to the public on President's Day, and that Village staff will be working on various efforts, including training on document retention software and inventorying files to work towards digitization of records. This effort began last year and is part of a larger program to streamline internal services. He said that Public Safety and Public Works crews will be working as usual that day.

Village Attorney Steve Elrod announced that Holland & Knight will be hosting a seminar at Writers Theatre in Glencoe for government appointed and elected officials on Friday, April 21. This is a biannual event.

b. Reports of the Village President

i. Resolution in Recognition and Celebration of the 25th Anniversary of Writers Theatre

President Levin read a Resolution recognizing Writers Theatre on its 25th anniversary season. Trustee Thomas moved, seconded by Trustee Miller to adopt the Resolution. Said motion passed with the following roll call.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Cornell, Miller, Mulvaney, Pearce, Thomas, Vree

Representatives from Writers Theatre, including Michael Halberstam, Artistic Director, Kate Lipuma, Executive Director, and Jon Faris, Managing Director, were present to receive the Resolution. President Levin added that the new Writers Theatre building will be featured on the Village's annual vehicle license sticker.

President Levin reported that the next Village Board Meeting will be March 16, 2017.

6. CONSENT AGENDA

President Levin reported that was a scrivener's error in the Plante Moran contract that will be corrected. Trustee Thomas moved, seconded by Trustee Miller to adopt the following consent agenda items with this change:

- a. Village of Glencoe & Glencoe Golf Club January 2017 Check Register*
- b. Consideration of a Resolution Authorizing the Village Manager to Execute an Agreement with Call One, Inc. for Municipal Telephone Services in an Amount Not to Exceed \$50,000*
- c. Consideration of a Resolution Authorizing an Agreement with Plante Moran, PLLC, for Enterprise Resource Planning Software Analysis and Selection Consulting Services in an Amount Not to Exceed \$38,775*
- d. Consideration of a Supplemental Appropriation Ordinance for Fiscal Year 2017 Beginning March 1, 2016 and ending February 28, 2017*
- e. Consideration of an Ordinance Amending Section 9-18, The Building Code, Section 9-18A, The Electrical Code, Section 9-18B, The Mechanical Code, Section 17-1, The Fire Code, Section 17-2, The Life Safety Code, Section 9-15, Fees and Charges, Section 21-29, The Food Service Sanitation Code, and Section 24-38, Nuisances, of the Village of Glencoe Municipal Code*

Upon roll call the motion passed with the following vote:

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Cornell, Miller, Mulvaney, Pearce, Thomas, Vree

7. REGULAR BUSINESS

- a. *Consideration of an Ordinance Adopting the Annual Budget of the Village of Glencoe for all Corporate Purposes for the Fiscal Year Commencing March 1, 2017 and Ending February 28, 2018*
- b. *Consideration of a Resolution Approving and Adopting the Amendments to the Comprehensive Fee and Fine Schedule*

Trustee Thomas moved, seconded by Trustee Miller to adopt the Budget Ordinance and the Fee and Fine Schedule Resolution. Upon roll call the motion passed with the following vote:

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Cornell, Miller, Mulvaney, Pearce, Thomas, Vree

- c. *Consideration of an Ordinance Establishing Certified Landmark Designation of the Home at 885 Elm Place, as recommended by the Historic Preservation Commission*

Historic Preservation Commissioner Peter Van Vechten shared background on this property with the Board and noted that this property seeks the highest level of landmark status in Illinois. He reported that the Commission has reviewed the criteria to meet this status and unanimously recommends granting it.

Following this presentation, Trustee Thomas moved, seconded by Trustee Miller to adopt the Ordinance. Upon roll call the motion passed with the following vote:

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Cornell, Miller, Mulvaney, Pearce, Thomas, Vree

8. OTHER BUSINESS

There was no other business discussed.

9. CLOSED SESSION

Trustee Thomas moved, seconded by Trustee Miller to convene into closed session at 7:54 p.m. under the following sections of the Open Meetings Act: Section 2(C)2, Collective Bargaining and Section 2(C)1, and performance and compensation of the Village Manager. Said motion passed with the following vote:

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Cornell, Miller, Mulvaney, Pearce, Thomas, Vree

10. ADJOURN

Trustee Thomas moved, seconded by Trustee Cornell to adjourn at 11:21 p.m. Said motion passed with the following vote:

RESULT:	APPROVED [UNANIMOUS]
AYES:	Cornell, Miller, Mulvaney, Pearce, Thomas, Vree