



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

Village Hall Council Chamber
675 Village Court
Thursday, May 18, 2017 - 7:00 PM

1. CALL TO ORDER AND ROLL CALL

The Regular Board 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 7:04 p.m. on the 18th day of May, 2017, in the Village Hall Council Chamber. The following were in attendance:

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
Steven Elrod	Village Attorney	Present
Sharon Tanner	Assistant Village Manager	Present
Denise Joseph	Assistant to the Finance Director	Present
Megan Hoffman	Management Analyst	Present
Cary Lewandowski	Director of Public Safety	Present
Stella Nanos	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
Laura Boll	Management Analyst/Deputy Village Clerk	Present

2. CONSIDERATION OF MINUTES

- a. *Board of Trustees - Committee of the Whole - Apr 20, 2017 5:30 PM*
- b. *Board of Trustees - Regular Meeting - Apr 20, 2017 7:00 PM*

Trustee Thomas requested that the Committee of the Whole minutes be corrected to include a missing word. With this correction, Trustee Thomas moved, seconded by Trustee Miller to accept the minutes. Said motion passed with the following vote:

RESULT:	ACCEPTED AS AMENDED [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 meeting; however, the Village Board members met as the Golf Club Board of Directors and approved an amendment to the Golf Club's 1923 land use agreement with the Forest Preserve District of Cook County, which will be considered by the Board later in the meeting.

b. Finance Committee

Trustee Vree reported that the Finance Committee met this week and reviewed the monthly financial reports. Expenses and revenues are within the budget. The Committee reviewed property tax revenues, which are trending down slightly. The Committee also discussed a budget error which creates a deficiency of \$82,000 but it is not expected to affect the Village's finances overall. Lastly, the Committee discussed the Community Improvement Plan which is a dynamic list and schedule that includes projects such as the Village Hall HVAC upgrade, street resurfacing and the STARCOM radio upgrade. Manager Kiraly added that Trustees were provided a copy of the updated Community Improvement Plan.

c. Plan Commission

Trustee Miller reported that the Plan Commission met and heard a presentation from Lisa Sheppard, Executive Director of the Park District to learn about the Park District's capital improvement plan. She noted that the Park District's priorities gel with the Plan Commission's activities. The Park District conducted a survey, the findings of which indicated that residents want to preserve open spaces, as does the Plan Commission.

d. Sustainability Task Force

Trustee Mulvaney reported that the Sustainability Task Force will meet on May 23. He added that the Ravine Workshop went well, and suggested that the Village Board consider new initiatives for the Task Force. Manager Kiraly added that Task Force Chair Hall Healy is scheduled to present to the Village Board in June.

Trustee Miller asked to learn more about the Task Force's plans to work with businesses on sustainability and giving recognition for being green. Trustee Mulvaney replied that the Task Force wants to be inclusive and encourage all businesses to participate.

President Levin reported that at a recent Metropolitan Mayors Caucus meeting, Glencoe's Sustainability Task Force was complimented on its efforts with the Greenest Region Compact.

e. Golf Advisory Committee

Trustee Thomas reported that the Golf Advisory Committee met this week and discussed the first amendment to the existing land use agreement with the Forest Preserve District of Cook County. The Committee is thrilled with the amendment. Trustee Thomas reported that the Golf Club continues to

operate on budget and also that a number of local high schools have tee times for their programs set for the season. The Club is also updating its sales system which will bring great opportunities for direct marketing and to explore a loyalty program.

5. REPORTS OF OFFICERS

a. Reports of the Village Manager

Manager Kiraly provided an update on the Village's garbage program analysis. He noted that staff developed and released an online survey as part of extensive resident engagement outreach efforts. The survey was available during the entire month of March. He reported that 454 households responded to the survey, which represents 14% of residential units. Manager Kiraly provided some highlights of the survey responses. The Village released a request for proposals in early May, which included a variety of alternative bid provisions for many different components of the collection process, including curbside leaf collection services, voluntary food scrap recycling, a bi-annual cleanup day, among others. Once results are received, staff will analyze the results with the assistance of the Solid Waste Agency of Northern Cook County as well as the Village Attorney's office. Staff will continue to provide information to the public on the garbage program analysis, including a direct mailing to the business community, social media and website posts and an article in the June edition of the *Glencoe Quarterly*. He reported that it is expected that staff will present a report and recommendation at the July Committee of the Whole.

Management Analyst Laura Boll provided an update on the Village's ongoing analysis of mobile food vendors. Ms. Boll reported that at last month's Committee of the Whole Meeting, the Board discussed possible options for allowing and regulating food trucks and sidewalk vendor push carts in the downtown. She said that staff plans to update the Board in June with additional information and a possible draft ordinance. Ms. Boll noted that a Zoning Code modification may need to be considered by the Zoning Commission if the Board desires to allow and regulate mobile food service vendors. Ms. Boll reported that staff has engaged the business community in this discussion with a presentation at the Chamber of Commerce Board meeting, where the majority of Chamber Board members present were in support of mobile food service vendors, with some regulations enacted by the Village. Chamber Board members noted that they hoped to see vendors that complement the Village's businesses or fill a void and can be an attraction that draw more people to the downtown. The Village will continue business outreach at next week's Business before Hours breakfast event, scheduled for Tuesday, May 23.

Manager Kiraly reported that the Village is close to the June 6 transition to the Village of Glenview for the Village's 911 dispatching operations. The Glencoe Public Safety team has been working very closely with the Glenview team to ensure a smooth transition. The Village will continue public information efforts leading up to the transition.

Manager Kiraly shared information regarding the following special events:

- The Village's annual Memorial Day Ceremony will take place at 11 a.m. on Monday, May 29 at Veterans Memorial Park.
- Public Safety is hosting a community blood drive at Village Hall on June 1.
- Glencoe Grand Prix will take place on Saturday, June 3. Parking and traffic restrictions in the downtown will be imposed beginning at 5 p.m. on Friday, June 2 until late Saturday evening.
- Movies on the Green kicks off on the Wyman Green on Friday, June 9.
- The Glencoe French Market opens for the season on Saturday, June 10 on Wyman Green

b. Reports of the Village President

President Levin reported that the next Village Board Meeting will be on June 15, 2017.

6. CONSENT AGENDA

Trustee Thomas moved, seconded by Trustee Miller to adopt the following consent agenda items:

- a. *April 2017 Treasurer's Report & Glencoe Golf Club Monthly Financial Report*
- b. *Consideration of a Resolution Authorizing an Amendment to the Memorandum of Agreement with the Village of Cary and Prescient Development for Supplemental IT Staffing Services for the Period June 1, 2017 through May 30, 2020, and a Fiscal Year 2018 Expenditure of \$63,570, Plus a 10% Contingency, for a Fiscal Year 2018 Amount Not to Exceed \$70,125*
- c. *Consideration of a Resolution Approving a Memorandum of Understanding with the Naval Criminal Investigative Service and other participating federal, state, county and municipal agencies for an information sharing initiative known as the Law Enforcement Information Exchange Midwest (LinX Midwest).*
- d. *Consideration of a Resolution Authorizing a Change Order to the Approved Intergovernmental Agreement with the Village of Glenview for Dispatch Services*
- e. *Consideration of a Resolution Authorizing the Village Manager to Execute a Contract with Schroeder and Schroeder of Skokie, Illinois for Residential Concrete Sidewalk and Curb Replacement for a Not-to-Exceed Cost of \$100,000*
- f. *Consideration of a Resolution Authorizing the Village Manager to Execute a Contract with Detroit Salt Company of Detroit, Michigan for the Purchase of Bulk Road Salt for a Cost Not-to-Exceed \$60,931*

Said motion was adopted with the following vote:

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

7. REGULAR BUSINESS

- a. *Consideration of a Resolution Approving a Starcom21 User Agreement between the Village of Glencoe and Motorola Solutions, Inc.; as well as authorization for the expenditure of budgeted funds for the purchase of Starcom21 radios and equipment for an amount not to exceed \$300,000.00.*

Public Safety Director Cary Lewandowski reported that the Village Board was provided with an updated agreement and expenditures for the STARCOM radio upgrade and equipment. The Village's existing shared radio network, NORCOM, must be abandoned due to comply with Federal law by 2021. Public Safety is joining the STARCOM network now in advance of this mandate and as dispatch is being consolidated. Doing so saves money and time in the dispatch consolidation process and relinquishes the need to continue to manage and invest in the NORCOM system. STARCOM was developed for this use and is in use throughout Illinois.

Trustee Thomas moved, seconded by Trustee Miller to adopt the resolution. Said motion was adopted with the following vote:

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

- b. *Consideration of a Resolution Authorizing the Village Manager to Execute an Agreement with HR Green of McHenry, Illinois for Plan Review and Inspection Services*

Public Works Director Dave Mau reported that the Building Division of Public Works does plan review, building and inspection services for all residential and commercial buildings, and enforces the Village's construction standards and site management.

Under Building and Zoning Administrator John Houde, the Village has provided in-house plan review and building inspections. Mr. Houde's upcoming retirement prompted staff to evaluate comprehensive building review services, and staff is recommending a new model utilizing a vendor, HR Green, to provide plan review and inspection services. Director Mau noted that this model will be the most cost efficient and practical way to provide these services after Mr. Houde's retirement. HR Green is a comprehensive firm with building plan review and inspection expertise for all building codes.

Director Mau summarized that the proposed agreement with HR Green also includes public safety components for fire and life safety inspections. The HR Green services will mirror historical practices and continue to provide personal service that residents and contractors expect. Director Mau introduced Frank Urbina, HR Green's project manager for the Glencoe contract.

Director Mau reported that the cost of the contract is expected to off-set by a reduction in personnel costs after Mr. Houde's retirement, and staff anticipates that the contract will result in a cost savings opportunity for the Village.

Trustee Mulvaney asked if there is a plan for HR Green to be enabled to change the business processes of the division. Director Mau replied that HR Green will evaluate business processes and recommend changes in the near future. Director Mau noted that there will be a learning curve and some observation time at the onset of the contract, but the current processes will be evaluated to ensure they are the most effective and efficient, as well as customer-centric.

Trustee Thomas moved, seconded by Trustee Miller to adopt the resolution. Said motion was adopted with the following vote:

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

c. Consideration of a Resolution Approving a First Amendment to Glencoe Golf Club Agreement

Golf Club General Manager Stella Nanos reported that earlier tonight, the Golf Club Board of Directors adopted a resolution approving the first amendment to the 1923 land use agreement with the Forest Preserve of Cook County.

Trustee Thomas moved, seconded by Trustee Miller to adopt the resolution. Said motion was adopted with the following vote:

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

8. CLOSING REMARKS FROM OUTGOING TRUSTEE

Trustee Pearce stated that it has been an honor and privilege to serve the Village of Glencoe. He stated that he has worked with a great group of people who truly care about the Village, and that he wishes everyone all the best and looks forward to continuing to be a happy resident.

President Levin thanked Trustee Pearce for his service.

9. OTHER BUSINESS

There was no other business discussed.

10. ADJOURN

At 8:07 p.m. Trustee Thomas moved, seconded by Trustee Miller to adjourn the meeting, sine die. Said motion passed with the following vote:

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