

AGENDA
SPECIAL GENERAL ADMINISTRATION & PERSONNEL COMMITTEE
VILLAGE OF HOFFMAN ESTATES
June 6, 2011

Immediately following Special Finance Committee

Members: Ray Kincaid, Chairman
Gary Stanton, Vice Chairman
Karen Mills, Trustee
Jacquelyn Green, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
Mayor William McLeod

I. Roll Call

NEW BUSINESS

1. Approval of a Resolution authorizing the disbanding of certain Boards & Commissions.

II. Adjournment

COMMITTEE AGENDA ITEM

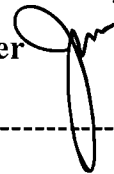
VILLAGE OF HOFFMAN ESTATES

SUBJECT: Disbanding Certain Boards & Commissions

MEETING DATE: June 6, 2011

COMMITTEE: Special General Administration & Personnel

FROM: James H. Norris, Village Manager



PURPOSE: Discussion regarding disbanding certain Boards & Commissions.

BACKGROUND: The following Commissions were created by Resolution:

- Barrington Square Land Use Committee – No. 1172-2002
- Roselle Road Business District Commission - No. 1146-2001
- Western Area Service Delivery Committee – No. 1309-2006
- Children's Memorial Commission – No. 1435-2010
- Fiftieth Anniversary Commission – No. 1308-2006

DISCUSSION: Mayor McLeod has requested that the above Commissions be disbanded. Attached are the current Resolutions showing their respective powers and duties, members, terms of office, etc.

RECOMMENDATION: For discussion.

VILLAGE OF HOFFMAN ESTATES
Office of the Mayor

Memo

TO: Village Board of Trustees and the Village Clerk
FROM: Mayor McLeod
RE: *Boards & Commissions*
DATE: Monday, May 16, 2011

I apologize for not getting this memo to the Board sooner. It was delayed due to the extensive media coverage of the Sears Holdings EDA issue and the birth of my newest grandson.

I'd like to make the following recommendations to the Board regarding the Boards and Commissions:

- Remove the following commissions entirely: Barrington Square Land Use Committee, Roselle Road Business District, Western Area Service Delivery Committee, Children's Memorial Commission and the Fiftieth Anniversary Commission.
- Based on feedback from staff liaisons, allow following commissioners' terms to expire: Maarten Tonneyck (Arts Commission), Franz Hudson (Commission for Disabled Citizens), Farah Pradhan (Commission for Senior Citizens), Joe Diaz (Cultural Awareness Commission), Lea Hill (Cultural Awareness Commission), and Chris Eilers (Tartan Day Commission).
- Hold off on reappointments to the Economic Development Commission in order to recast the vision.
- Make no appointment to the Firefighters Pension Board and appoint a Hoffman Estates Resident to the position at a future date.

I would also like to recommend making the following appointments to the newly formed Planning and Zoning Commission:

- Gordon Thoren (Chairperson), term expiration 4/30/2012
- Thomas Krettler, term expiration 4/30/2012
- Eva Combs, term expiration 4/30/2012
- Lenard Henderson, term expiration 4/30/2012
- Denise Wilson, term expiration 4/30/2012
- Steve Hehn, term expiration 4/30/2012
- Steve Wehofer, term expiration 4/30/2014
- Donna Boomgarden, term expiration 4/30/2014
- Mike Gaeta, term expiration 4/30/2014
- Gaurav Patel, term expiration 4/30/2014
- Myrene Iozzo, term expiration 4/30/2014

Please do not hesitate to contact me with any questions, comments or concerns.



William D. McLeod
Mayor

RESOLUTION NO. _____ - 2011

VILLAGE OF HOFFMAN ESTATES

A RESOLUTION DISBANDING
CERTAIN BOARDS & COMMISSIONS
OF THE VILLAGE OF HOFFMAN ESTATES

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That the Barrington Square Land Use Committee of the Village of Hoffman Estates, created by Resolution No. 1172-2002 be and the same is hereby disbanded.

Section 2: That the Roselle Road Business District Commission of the Village of Hoffman Estates, created by Resolution No. 1146-2001 be and the same is hereby disbanded.

Section 3: That the Western Area Service Delivery Committee of the Village of Hoffman Estates, created by Resolution No. 1309-2006 be and the same is hereby disbanded.

Section 4: That the Children's Memorial Commission of the Village of Hoffman Estates, created by Resolution No. 1435-2010 be and the same is hereby disbanded.

Section 5: That the Fiftieth Anniversary Commission of the Village of Hoffman Estates, created by Resolution No. 1308-2006 be and the same is hereby disbanded.

Section 6: That this Resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2011

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Raymond M. Kincaid	_____	_____	_____	_____
Trustee Jacquelyn Green	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2011

Village President

ATTEST:

Village Clerk

**A RESOLUTION CREATING THE
BARRINGTON SQUARE MALL LAND USE COMMITTEE**

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That the Barrington Square Mall Land Use Committee of the Village of Hoffman Estates be and the same is hereby created to read as follows:

A. CREATION, COMPOSITION

There is hereby created the Barrington Square Mall Land Use Committee. Such Committee shall consist of seven (7) members.

B. APPOINTMENTS, VACANCIES

1. Appointments – The members of said Committee shall be appointed by the Village President and approved by the corporate authorities voting jointly. Two (2) of the members shall be Village Trustees. One (1) of the members shall be a member of the Zoning Board of Appeals. One (1) of the members shall be a member of the Plan Commission. All members so appointed shall be residents of or employed in the Village of Hoffman Estates. The Village President shall appoint and the corporate authorities voting jointly shall approve one (1) of the seven (7) members as chairman of the Barrington Square Mall Land Use Committee.

2. Term – Four (4) members of the Barrington Square Land Use Committee shall be appointed for a term of two (2) years expiring upon an even year and three (3) members of the Barrington Square Mall Land Use Committee shall be appointed for a term of two (2) years expiring upon an odd year.

3. Vacancies – Vacancies of the Barrington Square Mall Land Use Committee for any unexpired term shall be filled in the same manner as herein provided for in the original appointment.

C. GENERAL POWERS AND DUTIES

The Barrington Square Mall Land Use Committee shall have the general power and duty to prepare information and recommend to the Village Board of Trustees plans of action and use for the Barrington Square Mall as it relates to the general welfare of the residents of the Village.

D. MEETINGS

The Barrington Square Mall Land Use Committee shall meet as needed and the Chairman of the Committee shall have the right to call meetings as he deems necessary. A quorum shall be a simple majority. All such meetings shall be public meetings and shall be in conformance with the provisions of the Illinois Open Meetings law.

E. ANNUAL REPORT

The Chairman of the Barrington Square Mall Land Use Committee shall submit on the first Monday of April of each year to the President and Board of Trustees an annual report containing summaries of the previous year's activities.

F. COMPENSATION TO MEMBERS

The members of the Barrington Square Mall Land Use Committee shall receive such compensation as the President and Board of Trustees may fix from time to time.

Section 2: That this Resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS 6th day of May, 2002

APPROVED THIS 6th day of May, 2002

VOTE	AYE	NAY
Trustee Kenley-Rupnow	<u> x </u>	<u> </u>
Trustee Frank	<u> x </u>	<u> </u>
Trustee Mills	<u> x </u>	<u> </u>
Trustee Boester	<u> x </u>	<u> </u>
Trustee Brigano	<u> </u> absent	<u> </u>
Trustee Rusakiewicz	<u> x </u>	<u> </u>

APPROVED:

William D. M. L...
Village President

ATTEST:

Virginia Mary Taylor
Village Clerk

**A RESOLUTION CREATING THE
ROSELLE ROAD BUSINESS DISTRICT COMMITTEE
OF THE VILLAGE OF HOFFMAN ESTATES**

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That the Roselle Road Business District Committee of the Village of Hoffman Estates be and the same is hereby created to read as follows:

A. CREATION, COMPOSITION

There is hereby created the Village of Hoffman Estates Roselle Road Business District Committee. Such Committee shall consist of seven (7) members.

B. APPOINTMENTS, VACANCIES

1. Appointments – The members of said Commission shall be appointed by the Village President and approved by the corporate authorities voting jointly. Two (2) of the members shall be Village Trustees. One (1) of the members shall be a member of the Zoning Board of Appeals. One (1) of the members shall be a member of the Plan Commission. All members so appointed shall be residents of the Village of Hoffman Estates. The Village President shall appoint and the corporate authorities voting jointly shall approve one (1) of the seven (7) members as chairman of the Roselle Road Business District Committee.

2. Term – Four (4) members of the Roselle Road Business District Committee shall be appointed for a term of two (2) years expiring upon an even year and three (3) members of the Roselle Road Business District Committee shall be appointed for a term of two (2) years expiring upon an odd year.

3. Vacancies – Vacancies of the Roselle Road Business District Committee for any unexpired term shall be filled in the same manner as herein provided for the original appointment.

C. GENERAL POWERS AND DUTIES

The Roselle Road Business District Committee shall have general powers and duties as follows:

1. To prepare information and recommend to the Village Board of Trustees plans of action concerning an implementation plan for the Roselle Road Business District as it relates to the general welfare of the residents of the Village.

2. To encourage publicity relative to its activities for the general purpose of public understanding.

D. MEETINGS

The Roselle Road Business District Committee shall meet at least once bi-monthly. However, the Chairman of the Committee shall have the right to call special meetings as he deems necessary. A quorum shall be a simple majority. All such meetings shall be public meetings and shall be in conformance with the provisions of the Illinois Open Meetings laws.

E. ANNUAL REPORT

The Chairman of the Roselle Road Business District Committee shall submit on the first Monday of April of each year to the President and Board of Trustees an annual report containing summaries of the previous year's activities.

F. COMPENSATION TO MEMBERS

The members of the Roselle Road Business District Committee shall receive such compensation as the President and Board of Trustees may fix from time to time.

Section 3: That this resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS 15th day of OCTOBER, 2001

APPROVED THIS 15th day of OCTOBER, 2001

VOTE	AYE	NAY
Trustee Kenley	<u>X</u>	___
Trustee Giacalone	<u>X</u>	___
Trustee Frank	<u>X</u>	___
Trustee Mills	<u>X</u>	___
Trustee Boester	<u>X</u>	___
Trustee Brigano	<u>X</u>	___

APPROVED:

William P. McLeod
Village President

ATTEST:

Virginia Mary Hayter
Village Clerk

**A RESOLUTION CREATING THE
WESTERN AREA SERVICE DELIVERY COMMITTEE
OF THE VILLAGE OF HOFFMAN ESTATES**

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That the Western Area Service Delivery Committee of the Village of Hoffman Estates be and the same is hereby created to read as follows:

WESTERN AREA SERVICE DELIVERY COMMITTEE

A. **CREATION, COMPOSITION**

There is hereby created the Village of Hoffman Estates Western Area Service Delivery Committee of the Village of Hoffman Estates.

B. **APPOINTMENTS, VACANCIES**

1. Appointments – The members of said Commission shall be appointed by the Village President and approved by the corporate authorities voting jointly. Two (2) of the members shall be Village Trustees. One (1) of the members shall be a member of the Zoning Board of Appeals. One (1) of the members shall be a member of the Plan Commission. All members so appointed shall be residents of the Village of Hoffman Estates. The Village President shall appoint and the corporate authorities voting jointly shall approve one (1) of the thirteen (13) members as chairman of the Western Area Service Delivery Committee.

2. Term – Seven (7) members of the Western Area Service Delivery Committee shall be appointed for a term of two (2) years expiring upon an even year and six (6) members of the Western Area Service Delivery Committee shall be appointed for a term of two (2) years expiring upon an odd year.

3. Vacancies – Vacancies of the Western Area Service Delivery Committee for any unexpired term shall be filled in the same manner as herein provided for in the original appointment.

C. **GENERAL POWERS AND DUTIES**

The Western Area Service Delivery Committee shall have the general power and duty to prepare information and recommend to the Village Board of Trustees plans of action concerning delivery of service to the western area of the Village of Hoffman Estates as it related to the general welfare of the residents of the Village.

D. **MEETINGS**

The Western Area Service Delivery Committee shall meet at least once bi-monthly. However, the Chairman of the Committee shall have the right to call special meetings as he deems necessary. A quorum shall be a simple majority. All such meetings shall be public meetings and shall be in conformance with the provisions of the Illinois Open Meetings laws.

E. ANNUAL REPORT

The Chairman of the Western Area Service Delivery Committee shall submit on the first Monday of April of each year to the President and Board of Trustees an annual report containing summaries of the previous year's activities.

F. COMPENSATION OF MEMBERS

The members of the Hoffinan Estates Western Area Service Delivery Committee shall receive such compensation as the President and Board of Trustees may fix from time to time.

Section 2: That this Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS 25th day of September, 2006

APPROVED THIS 25th day of September, 2006

VOTE	AYE	NAY
Trustee Mills	<u> x </u>	<u> </u>
Trustee Boester	<u> x </u>	<u> </u>
Trustee Rusakiewicz	<u> </u>	<u> x </u>
Trustee Collins	<u> x </u>	<u> </u>
Trustee Kincaid	<u> x </u>	<u> </u>
Trustee Crespo	<u> x </u>	<u> </u>

APPROVED:

William D. McLeod
Village President

ATTEST:

Virginia Mary Sawyer
Village Clerk

**A RESOLUTION CREATING THE
CHILDREN'S MEMORIAL COMMISSION
OF THE VILLAGE OF HOFFMAN ESTATES**

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That the Children's Memorial Commission of the Village of Hoffman Estates be and the same is hereby created as follows:

A. CHILDREN'S MEMORIAL COMMISSION

There is hereby created the Children's Memorial Commission of the Village of Hoffman Estates.

B. MEMBERSHIP

The Children's Memorial Commission shall consist of seven (7) members, one of whom shall be a chairman.

C. HOW APPOINTED – QUALIFICATIONS

The members of said Commission shall be appointed by the President with the consent of the Board of Trustees. All members of the Children's Memorial Commission shall be residents of or employed in the Village of Hoffman Estates.

D. TERMS OF OFFICE

Four (4) members shall be appointed for a term of two (2) years expiring upon an even year, and three (3) members shall be appointed for a term of two (2) years expiring upon an odd year. Vacancies of the Children's Memorial Commission for any unexpired term shall be filled in the same manner as herein provided for the original appointment.

E. DUTIES OF THE CHILDREN'S MEMORIAL COMMISSION

1. To establish and maintain a site for memorials.
2. To establish memorials for children of Hoffman Estates residents or who have attended School Districts 15, 46, 54, 211, 220, 300, or Harper College or Elgin Community College who have died prior to their 22nd birthday.
3. Such other duties as shall be determined as the President and Board of Trustees deem appropriate.
4. For the purpose of this Resolution, children shall mean individuals under 22 years of age.

F. ASSISTANCE

The Village Manager is hereby directed to provide such guidance and counsel to the Children's Memorial Commission as may be required or requested from time to time.

G. COMPENSATION OF MEMBERS

The members of the Children's Memorial Commission shall receive such compensation as deemed appropriate by the President and Board of Trustees from time to time and as provided by Resolution of the President and Board of Trustees.

H. BUDGET

The budget shall be determined as the President and Board of Trustees deem appropriate.

I. REPORTS

The chairman of the Children's Memorial Commission shall submit to the President and Board of Trustees an annual written report of the activities of said Commission by January 15 of each year. The Commission shall keep a written record of all official meetings.

Section 4: That this Resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS 4th day of January, 2010

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	<u>X</u>	_____	_____	_____
Trustee Cary J. Collins	<u>X</u>	_____	_____	_____
Trustee Raymond M. Kincaid	<u>X</u>	_____	_____	_____
Trustee Jacquelyn Green	<u>X</u>	_____	_____	_____
Trustee Anna Newell	<u>X</u>	_____	_____	_____
Trustee Gary J. Pilafas	<u>X</u>	_____	_____	_____
Mayor William D. McLeod	<u>X</u>	_____	_____	_____

APPROVED THIS 4th DAY OF January, 2010

William D. McLeod
Village President

ATTEST:

DeWanda
Village Clerk

**A RESOLUTION CREATING THE
FIFTIETH ANNIVERSARY COMMISSION
OF THE VILLAGE OF HOFFMAN ESTATES**

WHEREAS, the Village of Hoffman Estates will celebrate its Fiftieth Anniversary on September 23, 2009.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That the Fiftieth Anniversary Commission of the Village of Hoffman Estates be and the same is hereby created as follows:

A. FIFTIETH ANNIVERSARY COMMISSION

There is hereby created the Fiftieth Anniversary Commission of the Village of Hoffman Estates.

B. MEMBERSHIP

The Fiftieth Anniversary Commission shall consist of nine (9) voting members, one of whom shall be a chairman and such other non-voting members that are appointed from time to time at the discretion of the Village President.

C. HOW APPOINTED – QUALIFICATIONS

All members of said Commission, voting and non-voting, shall be appointed by the Village President with the advice and consent of the Board of Trustees. All voting members of the Fiftieth Anniversary Commission shall be residents of or employed in the Village of Hoffman Estates.

D. CHAIRMAN

The Chairman of the Fiftieth Anniversary Commission shall be appointed by the Village President with the advice and consent of the Board of Trustees.

E. TERMS OF OFFICE

The members shall be appointed to serve until December 31, 2009. Members shall serve for such period or until their respective successors are appointed. Vacancies of the Fiftieth Anniversary Commission for any unexpired term shall be filled in the same manner as herein provided for in the original appointment.

F. DUTIES OF THE FIFTIETH ANNIVERSARY COMMISSION

The duties shall be determined as the President and Board of Trustees deem appropriate.

G. ASSISTANCE

The Village Manager is hereby directed to provide such guidance and counsel to the Fiftieth Anniversary Commission as may be required or requested from time to time.

H. COMPENSATION OF MEMBERS

The members of the Fiftieth Anniversary Commission shall receive such compensation as deemed appropriate by the President and Board of Trustees from time to time and as provided by Resolution of the President and Board of Trustees.

I. BUDGET

The budget shall be determined as the President and Board of Trustees deem appropriate.

J. REPORTS

The chairman of the Fiftieth Anniversary Commission shall submit to the President and Board of Trustees by the second week of each quarter, after January 1, 2007, a written report of the activities of said Commission. The Commission shall keep a written record of all official meetings.

Section 2: That this Resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS 5th day of September, 2006

APPROVED THIS 5th day of September, 2006

VOTE	AYE	NAY
Trustee Mills	<u>x</u>	_____
Trustee Boester	<u>x</u>	_____
Trustee Rusakiewicz	<u>x</u>	_____
Trustee Collins	<u>x</u>	_____
Trustee Kincaid	<u>x</u>	_____
Trustee Crespo	<u>x</u>	_____

APPROVED:

William D. McLeod
Village President

ATTEST:

Virginia Mary Hayter
Village Clerk

RESOLUTION NO. _____ - 2011

VILLAGE OF HOFFMAN ESTATES

A RESOLUTION DISBANDING
CERTAIN BOARDS & COMMISSIONS
OF THE VILLAGE OF HOFFMAN ESTATES

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That the Barrington Square Land Use Committee of the Village of Hoffman Estates, created by Resolution No. 1172-2002 be and the same is hereby disbanded.

Section 2: That the Roselle Road Business District Commission of the Village of Hoffman Estates, created by Resolution No. 1146-2001 be and the same is hereby disbanded.

Section 3: That the Western Area Service Delivery Committee of the Village of Hoffman Estates, created by Resolution No. 1309-2006 be and the same is hereby disbanded.

Section 4: That the Children's Memorial Commission of the Village of Hoffman Estates, created by Resolution No. 1435-2010 be and the same is hereby disbanded.

Section 5: That the Fiftieth Anniversary Commission of the Village of Hoffman Estates, created by Resolution No. 1308-2006 be and the same is hereby disbanded.

Section 6: That this Resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2011

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Raymond M. Kincaid	_____	_____	_____	_____
Trustee Jacquelyn Green	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2011

Village President

ATTEST:

Village Clerk