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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** CINDY GALBREATH, VILLAGE CLERK  
**SUBJECT:** ORDINANCE: AMENDING TITLE 1 CHAPTER 8 - MEETINGS  
**AGENDA:** OCTOBER 18, 2016 REGULAR MEETING  
**DATE:** SEPTEMBER 29, 2016

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**ISSUE**

Should the Village Board approve eliminating the Committee of the Whole as a separate meeting and amend the 2017 meeting schedule to reflect the code amendment.

**DISCUSSION**

In 2004 the Village Board in order to allow an efficient flow of business amended code and eliminated the Committee structure. The Committee of the Whole was adopted to allow for an informal open discussion of issues. The system has worked well in fact so well that items are generally so thoroughly discussed that by the time they reach the Board for formal approval there is no need for debate or discussion.

This has led to the Committee of the Whole being cancelled for most meetings or at times if not cancelled has caused for a regular meeting to be adjourned and the Board and members of the audience to have to wait until 6:30 for Committee of the Whole.

Staff recommends that Village Code, Title 1 Administration, Chapter 8 Meetings; Rules of Order and Procedures, 2,K (as follows) be deleted.

K. Committee of the Whole: A Committee of the Whole is hereby created. The chairman of the committee shall be the village president. The purpose of the Committee of the Whole is to provide a more informal and open discussion of all issues between the staff of the village and the trustees and president of the village. The Committee of the Whole shall meet regularly on the first and third Tuesdays of each month at six thirty o'clock (6:30) P.M. at the municipal center of the village, 10 Municipal Drive, Sugar Grove, Illinois. Any regular meeting falling on a legal holiday shall be held on the next secular day at the same hour and place.

The agenda would still contain the three main areas where are items are either brought forward for approval or discussion, Consent, General Business and New Business. The following summarizes what would be contained in each section. Consent agenda items are set by Village Code.

Consent agenda

The items to appear on such agenda are generally those that have previously been discussed by the Board and don't require further discussion or are considered routine in nature. At the request of the president or any trustee, without a vote, any item on the consent agenda shall be removed and moved to general business.

## General business

Items that appear on general business are those that have been reviewed by the Board, however may require some additional discussion before passage, or are time sensitive. Any item presented for approval must be voted on and in order to be considered approved must be passed by a majority. There are some items which require a super majority.

## New business.

Items to appear on new business are items that have not yet been discussed by the Board or items that are returning for further discussion. This section shall contain items that were previously presented on the Committee of the Whole agenda for discussion purposes only.

Upon approval the calendar will be posted and published as required. Although it is not required that the calendar be published until the end of November, as the Board and staff are typically planning a few months out, setting the calendar at that this time allows for efficiency in planning.

## **COSTS**

The cost of the approval for the calendar of the meetings is the cost of the publication which is estimated to be approximately \$75.00 and is budgeted in account 01-57-6503, GF - Boards and Commissions, Advertising and Publication.

## **RECOMMENDATION**

That the Board approves a revised 2017 Village Meeting Calendar and Adopts Ordinance 20161018A, Amending Staff recommends that Village Code, Title 1 Administration, Chapter 8 Meetings; Rules of Order and Procedures, 2,K, Subject to Attorney Review.



VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS

ORDINANCE 20161018B

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AN ORDINANCE AMENDING

Title 1, Chapter 8, Section 2  
Of the Code of Ordinances  
Of the Village of Sugar Grove,  
Kane County, Illinois  
For the Village of Sugar Grove, Illinois

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Adopted by the Board of Trustees and President  
Of the Village of Sugar Grove  
This 18th day of October, 2016

Published in Pamphlet Form  
By authority of the Board of Trustees  
Of the Village of Sugar Grove, Kane County,  
Illinois this 18th day of October, 2016

**ORDINANCE 20160818B**

An Ordinance Amending Title 1, Chapter 8, Section 2 of the Code of Ordinances  
of the Village of Sugar Grove, Kane County, Illinois  
For the Village of Sugar Grove, Illinois

BE IT ORDAINED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows;

WHEREAS, the Village is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ILCS 523.1-300-5:

WHEREAS, the President and Board of Trustees of the Village of Sugar Grove have determined that it is in the best interests of the Village and its citizens to amend the Code of Ordinances for the Village of Sugar Grove.

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

SECTION ONE: Title 1, Chapter 8, Section 2, Paragraph K Committee of the Whole of the Sugar Grove Village Code is Hereby Deleted:

SECTION TWO: To the extent that this ordinance is in conflict with any presently existing ordinances or portions thereof enforced in the Village Of Sugar Grove as of the effective date hereof, such prior and conflicting ordinances or portions thereof are hereby repealed. The repeal of any ordinance by this Ordinance shall not affect any right accrued or liability incurred under such repealed ordinance to the effective date hereof.

SECTION THREE: This Ordinance shall be in full force and effect from and after is passage, approval and publication in pamphlet form as provided by law.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois this 18<sup>th</sup> day of October, 2016.

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P. Sean Michels,  
President of the Village of Sugar Grove,  
Kane County, Illinois

	Aye	Nay	Absent
Trustee Geary	_____	_____	_____
Trustee Herron	_____	_____	_____
Trustee Johnson	_____	_____	_____
Trustee Koch	_____	_____	_____
Trustee Montalto	_____	_____	_____
Trustee Paluch	_____	_____	_____

ATTEST: \_\_\_\_\_  
Cynthia L. Galbreath, Village Clerk

Village of Sugar Grove 2017 Calendar													
Board Meetings 6 p.m.							Office Closed Dates						
Plan Commission Meetings 7 p.m.							Clean Up Days						
Police Commission Meetings 6 p.m.													
JANUARY							FEBRUARY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28				
MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						
MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	
JULY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												
SEPTEMBER							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				
NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						