



THE REGULAR WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, FEBRUARY 13, 2017 AT 6:30 P.M.

**IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL,
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR NICHOLAS J. HELMER PRESIDING**

1. CALL TO ORDER – At 6:35 PM, Mayor Nicholas J. Helmer called to order the February 13, 2017 City Council Regular Workshop at 8 North Elmhurst Road, Prospect Heights, IL 60070.

2. ROLL CALL FOR QUORUM – Deputy Clerk Schultheis called the roll.
There was a quorum.

ELECTED OFFICIALS IN ATTENDANCE – Aldermen – Rosenthal, Ludvigsen, Dolick, Williamson
Mayor Helmer, Treasurer Tibbits

ABSENT – Alderman Messer (by previous notification), City Clerk Morgan-Adams (by previous notification)

OTHER OFFICIALS AND STAFF IN ATTENDANCE – City Administrator Wade, Assistant to the City Administrator Falcone, Director of Building and Development Peterson, Finance Director Hannon, City Attorney Zimmermann, Police Chief Steffen, Deputy Clerk Schultheis, and Digital Communications Technician Colvin.

3. PLEDGE OF ALLEGIANCE – Led by Assistant to the Administrator Falcone

4. INVOCATION – None

5. APPROVAL OF MINUTES

A. January 21, 2017 Special Council Meeting Minutes

B. January 23, 2017 Regular Council Meeting Minutes

6. PRESENTATION

A. GIS Presentation by Greg Newton of Gewalt Hamilton Associates, Inc. – Mr. Newton discussed computerized mapping of the City. He said that anything that could be represented spatially can be mapped. He gave some examples of possible uses for the City, including police response times, mapping out traffic patterns, snow/salt routes. It was noted that these are easy-to-read maps. GIS can be used for document management and mobile mapping. Applications can be customized. Geo

referencing can be used whereby overlaying plan sheets can determine the status of a development. Dynamic surface layering can be used to determine higher versus lower elevations of the City. Aldermen wanted to know the source of the data provided – Mr. Newton noted that the information is from web services, and that the information was not static. If a field were updated, the information on the server that the City accessed would be updated.

Document Mapping could have things like easements mapped. It is linked to the County Assessor. Also there would be quick access to old documents.

Aldermen wanted to know the cost – Mr. Newton said that the exact number could not be provided without knowing the scope of the City's interest in using the system. He thought that a good approximation would be \$50,000.

City Administrator Wade said that the City would also want the Old Town Sanitary District information on the system.

Mr. Newton concurred that good projects to have on GIS were utilities and roads.

The Council wanted to know if there was an additional cost after set up to keep updating. Mr. Newton said that there was no additional costs to what the City would be connected to because the information would automatically be updated on the servers. As long as the link stayed the same, the information gets updated.

Greg Newton said that GHA would hold the data but the City would own it.

Building and Development Director Peterson said that the City would be able to map liquor licenses, ownership of rental properties zoning and special uses, etc.

It was added that digital memory of the infrastructure can be used to create bid documents, and archive data.

Mr. Newtown said that that the data is backed up every day to the servers in Missouri. – **No action was taken.**

7. APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

- A.** Appointment of Jon Kindseth to the McDonald Creek Commission
- B.** Appointment of Catherine Brady to the McDonald Creek Commission
- C.** Appointment of Robert Nolan to the McDonald Creek Commission
- D.** Appointment of Jan Fuller to the McDonald Creek Commission

8. CITIZEN CONCERNS AND COMMENTS (agenda matters) - None

9. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

Alderman Williamson: Asked about the expiration for the arena TIF.

Finance Director said that it expires on January, 2019. She added that it is carrying a negative balance.

Alderman Rosenthal: Congratulated the City Attorney and the City Administrator for their action to streamline the meetings with the introduction of the more-inclusive omnibus motion approach. This would allow for more time to discuss workshop items as opposed to conducting City business. City Attorney Zimmermann suggested that future agendas put all omnibus items under the consent agenda.

Mayor Helmer: Noted that he had conducted private meetings with several of the elected officials and he hoped to meet with all of the officials to exchange ideas.

Director of Building and Development Peterson: said that ComEd has scheduled the City for a pole addition on April 24th. Kudos to ComEd - External Affairs Manager James M Dudek for assisting the City in expediting the replacement of the pole after a truck had taken the line down in the Deli-4-You parking lot.

- The Director Peterson has been fielding questions and calls regarding marketing.
- February 18th is the Ambiance Furniture Store Grand opening.

Treasurer Tibbits: said that a PSA video was produced for the airport regarding drones.

A. Presentation of Enhanced Holiday Tree Lighting Event Concept – Deputy Clerk Schultheis introduced the concept of a Holiday Event that would be in conjunction with the Holiday Tree Lighting, using the Gary Morava Park as the venue. – **No action was taken.**

10. CONSENT AGENDA -

A. O-17-01 Ordinance Approving a Budget Amendment for the Fiscal Year 2016-2017 City of Prospect Heights (Second Reading)

B. Renewal Agreement with Illinois Convenience & Safety Corporation to Install and Maintain Transit Advertising Shelters within the City of Prospect Heights, for Annual Payment

Alderman Rosenthal moved for omnibus approval of Items 5A and 5B; Items 7A, 7B, and 7D; and Items 10A and 10B; seconded by Alderman Dolick.

ROLL CALL VOTE:

AYES -	Dolick, Williamson, Ludvigsen, Rosenthal
NAYS -	None
ABSENT -	Messer

Motion carried 4 – 0, one absent

It was noted that Robert Nolan of Item 7C wished to be considered for a different volunteer position, and had informed the Staff of this ahead of the Meeting.

11. OLD BUSINESS

12. NEW BUSINESS

A. Approval of Engineering Study by Gewalt Hamilton for Drainage Ditch Improvements

13. DISCUSSION/SELECTION OF TOPICS FOR UPCOMING WORKSHOP MEETING, ITEMS LISTED PREVIOUSLY:

A. Review of Liquor License Code –City Attorney Zimmermann said that he had met with Alderman Ludvigsen for three hours and that a comprehensive overhaul of the liquor code would be drafted in the next two weeks. – **No action was taken**

B. Discussion of Sanitary Sewer System and Rate Study – It was noted by City Administrator Wade that the sewer system needs aggressive televising. There was a quest to unify the rates so that some residents were not paying \$300-500 per year, while others were paying only a few dollars per year. There was discussion as to whether the City should consider more aggressive reinvestment. City Administrator Wade said that the City had adopted a model of rate increase in the December Workshop meeting – that rate structure would reline one mile of sewer per year.

Some Aldermen wanted to consider 100% televising in one year.

It was noted that the Council wanted to make the new rate start as of May 1, 2017.

There was discussion of ways in which the residents could be educated about why the rates were changing. There would be a need for an educational program, a town hall meeting and a possible supplemental Newsletter.

The Direction for the Budget was to introduce a May 1 billing change and have Municipal Finance Services look into the education of the general public.

14. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$234,504.44
MFT Fund	\$5,078.69
Palatine/Milwaukee TIF	\$0.00
Tourism District	\$324.48
Development Fund	\$0.00
DEA Fund	\$0.00
Solid Waste Fund	\$0.00
SS Area #1	\$0.00
SS Area #2	\$0.00
SS Area #3	\$0.00
SS Area #4	\$85.34
SS Area #5	\$231.02
SS Area #8 – Levee Wall #37	\$0.00
SS Area-Constr #6 (Water Main)	\$450.00
SS Area- Debt #6	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$6,448.84
Parking Fund	\$1,794.92
Sanitary Sewer Fund	\$1,098.63
Road/Building Bond Escrow	\$7,814.00

Police Pension \$0.00

TOTAL \$257,828.36

Wire Payments

JANUARY 2017 IMRF PAYMENT \$19,385.57

1/19/17 POLICE PENSION PAYMENT \$45,620.00

1/20/17 PAYROLL POSTING \$168,064.05

2/3/17 PAYROLL POSTING \$142,238.79

TOTAL WARRANT \$633,136.77

Deputy Clerk Schultheis read the warrants.

Alderman Williamson moved to approve the Warrants as presented; seconded by Alderman Rosenthal to include a Total of \$257,828.36; JANUARY 2017 IMRF PAYMENT of \$19,385.57; 1/19/17 POLICE PENSION PAYMENT of \$45,620.00; 1/20/17 PAYROLL POSTING of \$168,064.05; 2/3/17 PAYROLL POSTING of \$142,238.79 and a TOTAL WARRANT of \$633,136.77.

ROLL CALL VOTE: AYES - Dolick, Williamson, Ludvigsen, Rosenthal
NAYS - None
ABSENT - Messer

Motion carried 4 – 0, one absent

15. RESIDENT COMMENTS (Non-agenda matters) - None

16. EXECUTIVE SESSION

17. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

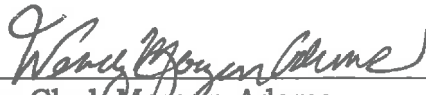
18. ADJOURNMENT – At 8:15 PM, Alderman Ludvigsen moved to go close the Open Session and go into Closed Session to discuss Personnel Performance, Legal Counsel, and Pending Litigation; seconded by Alderman Williamson.

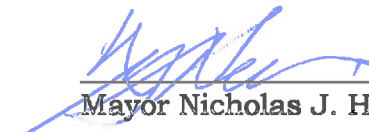
ROLL CALL VOTE: AYES - Dolick, Williamson, Ludvigsen, Rosenthal
NAYS - None
ABSENT - Messer

Motion carried 4 – 0, one absent

These Minutes were approved by the Prospect Heights City Council on February 27, 2017.




City Clerk Morgan-Adams


Mayor Nicholas J. Helmer