THE REGULAR WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, APRIL 10, 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 City Council Regular Meeting at 8 North Elmhurst Road, Prospect Heights, IL 60070.

2. **ROLL CALL FOR QUORUM** – Deputy Clerk Schultheis called the roll.
There was a quorum present.
ELECTED OFFICIALS PRESENT: Aldermen – Messer, Williamson, Dolick, Ludvigsen
Mayor Helmer, Treasurer Tibbits
ABSENT: City Clerk Morgan-Adams, Alderman Rosenthal
OTHER STAFF AND OFFICIALS: City Administrator Wade, Assistant to the City Administrator Falcone, Deputy Clerk Schultheis, Building and Development Director Peterson, Digital Communications Technician Colvin, Police Chief Steffen, and City Attorney Kearney.

3. **PLEDGE OF ALLEGIANCE** – Led by Mayor Nicholas Helmer

4. **APPROVAL OF MINUTES**
A. March 27, 2017 Regular Council Meeting Minutes
B. March 27, 2017 Public Hearing Minutes
Alderman Dolick moved for omnibus approval of Items 4A and4B; seconded by Alderman Williamson.
VOICE VOTE: All ayes, no nays

Motion carried 4 – 0, Alderman Rosenthal absent

5. **PRESENTATION** - None

6. **APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS**
A. Appointment of Mr. Maciej Kempa, to Plan Commission Zoning Board of Appeals – **DEFERRED**
The Council wanted to have the prospective appointee present for the appointment proceedings.

B. Proclamation Declaring the Month of May 2017 as Building Safety Month – Building and Development Director Peterson discussed the campaign and noted that there were four topics in regard to this campaign. He said that Assistant Director Taylor was working on education handouts.

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

8. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

Mayor Helmer – Noted that there was a new Mayor in Wheeling. He said that the Fourth of July event at the Airport and Airport issues were the two main topics that the two Mayors would discuss.

Alderman Messer – Noted that the Prospect Heights Police force did well in the weightlifting competition against other local Police Departments.

It was noted that Alderman Dolick had won his election for the unexpired term of Ward 5.

Alderman Ludvigsen – Noted that a GIS Menu of Items needed to be completed with design work on top drainage issues. He also said that Hillcrest Lake ponding did subside but there had been less than one inch of rain and water created on the road.
He questioned the amount of salt that was bought in March. City Administrator Wade said that there is a minimum amount that the City needs to purchase. He said that it would not go to waste.

Alderman Williamson – Congratulated Mayor Horcher in Wheeling, as well as all of the elected officials,

Police Chief Steffen – said that the City took first in the Fitness contest between local police departments. He also thanked the Alderman Dolick for assisting with the orientation as spokesman for the City. He noted that the mayor would be attending the orientation on Thursday, April 13 for the police recruit hopefuls.

Deputy Clerk Schultheis – Reminded the audience that Senator Rooney would be having a town hall meeting on Wednesday, April 19, at City Hall.

City Administrator Wade- said that there would be a Town Hall Meeting at the Gary Morava Center regarding the Sanitary Sewer Discussion on Wednesday, April 12.

It was noted that the Strategic Development Commission was talking to planning firms to evaluate the feasibility of a Camp McDonald Center. Building and Development Director Peterson said that he would be meeting with Alderman Rosenthal and the Planner on Friday. The Mayor stated that he was against any one-on-one meetings with the Planner; and preferred that the Planner meet with the entire commission. It was noted by Building and Development Director Peterson that the City would provide plats and GIS. Building and Development Director Peterson said that at this stage the City is not ready for an RFP because this was just in the initial stage of talking to planners. He said that concepts were needed before money was spent. They are just looking at different perspectives now and determining what the hurdles will be.

Treasurer Tibbits – discussed PEG fees and the difference between WOW//ATT UNVERSE/COMCAST. Treasurer Tibbits stated that only Comcast had an agreement with Prospect Heights.
There was discussion that more and more patrons were moving away from cable.

9. CONSENT AGENDA -

A. Staff Memo and Approval of Intergovernmental Agreement with the Village of Mount Prospect for the Resurfacing of Old Willow Road for an Estimated City Share of $160,000 – City Attorney Kearney noted that he would make immaterial language corrections to the document.

B. R-17-03 A Resolution and Staff Memo to Approve the Collection of Public, Educational, and Governmental Programing Support Fees from Comcast

C. R-17-05 A Resolution and Staff Memo Appointing a Director and Alternate Director to the Solid Waste Agency of Northern Cook County – **Alderman Messer moved for omnibus approval of Items 9A, 9B and 9C; seconded by Alderman Ludvigsen.**

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

Motion carries 4 – 0; one absent

10. OLD BUSINESS

A. O-17-02 An Ordinance and Staff Memo Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA National Electrical Code, the State Plumbing Code and Making Certain Local Amendments to the Adopted Model Codes (***2nd Reading***) – **Alderman Ludvigsen moved to approve Item 10A as amended to show that condominium ownership will be kept in, not redlined as in the draft; seconded by Alderman Williamson.**

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

Motion carries 4 – 0; one absent

B. O-17-04 An Ordinance Amending Title 1 of City Code and Adopting the Pay Plan (Compensation of Officers, Employee Salaries and Pay Plan) (***2nd Reading***) – **Alderman Messer moved to Approve Item 10B; seconded by Alderman Ludvigsen.**

Discussion followed.

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

Motion carries 4 – 0; one absent

11. NEW BUSINESS

A. Requested Waiver of 1st Read O-17-05 An Ordinance and Staff Memo approving a Side Yard Variance for 114 S. School Street (***1st Reading***) – **Alderman Messer moved to waive first reading of Item 11A; seconded by Alderman Ludvigsen.**

Building and Development Director Peterson said that the requester was stuck at the airport otherwise would have been present. He also stated that there had been unanimous support from the PZBA on this item.

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

Motion carries 4 – 0; one absent

B. O-17-05 An Ordinance and Staff Memo approving a Side Yard Variance for 114 S. School Street (***2nd Reading***) – **Alderman Messer moved to approve Item 11B; seconded by Alderman Dolick.**

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

Motion carries 4 – 0; one absent

C. O-17-06 An Ordinance and Staff Memo Approving Annual Official Zoning Map of the City of Prospect Heights. (***1st Reading***) – It was noted by City Administrator Wade that there were no changes to the map.

Alderman Messer moved to waive the first reading; seconded by Alderman Williamson.

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

Motion carries 4 – 0; one absent

Alderman Dolick moved to approve Item 11C; seconded by Alderman Ludvigsen.

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

Motion carries 4 – 0; one absent

D. O-17-07 An Ordinance and Staff Memo Directing the Sale of Surplus Property (***1st Reading***) – It was noted by City Administrator Wade that there were three vehicles going to auction, a 1995 Public Works and 2 squad cars. **Alderman Ludvigsen moved to waive first reading of Items 11D; seconded by Alderman Dolick.**

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

Motion carries 4 – 0; one absent

Alderman Messer moved to approve Item 11D; seconded y Alderman Williamson.

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

Motion carries 4 – 0; one absent

E. O-17-08 An Ordinance and Staff Memo Establishing Water Rates for FY2017-18 (***1st Reading***) – City Administrator Wade noted that this item was only for first reading. – **No action was taken.**

F. O-17-09 An Ordinance and Staff Memo Approving the FY2017-18 Budget for the City of Prospect Heights (***1st Reading***) – Discussion. **No action was taken.**

G. R-17-04 A Resolution and Staff Memo Authorizing Economic Incentive Agreement with Thorntons Inc., 1600 N. Rand Road – **Alderman Messer moved to Approve Item 11G; seconded by Alderman Dolick.**
Discussion followed. It was noted that in Section 2, the "Attached hereto" should have the agreement attached with the correct date.
There was a question as to the regarding wording as to what the City would collect. City Attorney Kearney emphasized that the wording guarantees that the City does not have to pay anything out of pocket, and only remits back to Thornton's based upon what is collected.

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

Motion carries 4 – 0; one absent

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

A. Review of Liquor Code – Mayor Helmer discussed a moratorium on video gaming for six months. Building and Development Director Peterson said that Elsie's was coming to the City Council Meeting on April 24th.
Building and Development Director Peterson stated that the City Zoning Code requires all restaurants to go through special use but once they obtain a liquor license they can get a gaming license through the state.
There was concern that food and liquor was only a shell for enterprises that wanted video gaming. Building and Development Director Peterson said that the City may define what equipment would need to be necessary to be considered a restaurant, as well as menu items.
It was noted by City Attorney Kearney that because the City is not Home Rule, it can only to have or not have video gaming. It cannot turn on and turn off video gaming. He suggested that the best way to regulate video gaming would be through zoning laws.
There was an expressed concern that video gaming establishments so clustered together could eventually become video gaming malls.
Attorney Kearney reiterated that the most powerful regulating tool that the City has is special use and zoning laws. Building and Development Director Peterson added that restaurants should be required to have seating for 30 – that could be used as the control for evaluating new spaces – **No action was taken**

B. Discussion of City Revenue Sources – Budget Discussion regarding vehicle stickers. There was discussion regarding how and if dollar amount should be raised on stickers. Discussion regarding increasing penalties for violators of the vehicle sticker policy. It was noted that the City earned $9200 for every dollar that it raises the vehicle sticker prices.
Items to consider were making the credit card payments easier, and implementing an annual increase that would be at a lower dollar rate each year so that there would not be sticker shock. It was noted that it had been 8 years since the last increase. –
The consensus was to increase vehicle sticker price $2 the first year and $1 the second year. This would apply to all categories of stickers.
The Mayor noted that there was Airport revenue coming in every month.
There was discussion to increase places of eating tax to be consistent with surrounding municipalities. It was noted that surrounding cities would be surveyed regarding places of eating tax.

City Attorney Kearney will draft an Ordinance for vehicle sticker increases and an increase in places for eating tax.
The Mayor also mentioned getting Metra fees up to $2.00

C. Discussion of Capital Projects – It was noted that the Finance Director would be needed at the discussion. – **No action was taken**

13. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	$77,360.88
MFT Fund	$6,096.55
Palatine/Milwaukee TIF	$0.00
Tourism District	$508.92
Development Fund	$0.00
DEA Fund	$16,650.00
Solid Waste Fund	$25,985.62
SS Area #1	$0.00
SS Area #2	$0.00
SS Area #3	$0.00
SS Area #4	$0.00
SS Area #5	$0.00
SS Area #8 – Levee Wall #37	$0.00
SS Area-Constr #6 (Water Main)	$0.00
SS Area- Debt #6	$0.00
Road Construction	$0.00
Road Construction Debt	$0.00
Water Fund	$1,593.94
Parking Fund	$635.19
Sanitary Sewer Fund	$1,824.62

Road/Building Bond Escrow	$0.00
Police Pension	$0.00
TOTAL	**$130,655.72**
Wire Payments	
3/31/2017 PAYROLL POSTING	**$137,062.23**
TOTAL WARRANT	**$267,717.95**

Deputy Clerk Schultheis read the warrants
Alderman Messer moved to Approve Item 13A as presented; seconded by Alderman Ludvigsen to include a Total of $130,655.72; 3/31/2017 Payroll of $137,062.23; and a Total Warrant of $267,717.95.

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

Motion carries 4 – 0; one absent

14. RESIDENT COMMENTS (Non-agenda matters) – None.

15. EXECUTIVE SESSION

16. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

17. ADJOURNMENT – At 8:15 PM, Alderman Messer moved to end Open Session and go into Closed Session for purposes of discipline, appointment, performance or dismissal of a specific employee and sale of property; seconded by Alderman Ludvigsen.

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

Motion carries 4 – 0; one absent

Approved on this the 24th of April, 2017 by the City Council of the City of Prospect Heights.

City Clerk Morgan-Adams

CITY OF PROSPECT HEIGHTS CORPORATE SEAL Incorporated A.D. 1976 ILLINOIS

Mayor Nicholas J. Helmer