



THE REGULAR WORKSHOP MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON MONDAY, JULY 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 6:32 PM, Mayor Nicholas J. Helmer called to order the July 10, 2017 City Council Workshop at 8 North Elmhurst Road, Prospect Heights, IL 60070.

2. ROLL CALL FOR QUORUM –City Clerk Morgan-Adams called roll.

There was a quorum present.

ELECTED OFFICIALS PRESENT – Mayor Nicholas Helmer; **ALDERMEN** – Dolick, Rosenthal, Williamson, Ludvigsen, Messer; Treasurer Tibbits; City Clerk Morgan-Adams

OTHER OFFICIALS PRESENT: City Administrator Wade; Assistant City Administrator Falcone; Building and Development Director Peterson. Police Chief Steffen; Superintendent Roscoe; Finance Director DuCharme, Deputy Clerk Schultheis; City Attorney Kearney; and Digital Communications Technician Colvin.

3. PLEDGE OF ALLEGIANCE – Led by Dan Peterson

4. APPROVAL OF MINUTES

A. June 26, 2017 Regular Council Meeting Minutes

B. Executive Session Meeting Minutes

C. June 28, 2017 Chicago Executive Airport Joint Workshop Meeting Minutes - **Alderman Rosenthal moved for omnibus approval of the June 26, 2017 Regular City Council Minutes; the June 26, 2017 Executive Session Meeting Minutes but not for public release; and the June 28, 2017 Chicago Executive Airport Joint Meeting Minutes; seconded by Alderman Dolick. There was unanimous approval.**

ROLL CALL VOTE:

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

The motion carried 5 - 0

5. PRESENTATION - None

6. APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Appointment of William Kearns to Police Pension Board – Alderman Rosenthal moved to Approve the appointment of William Kearns to the Police Pension Board; seconded by Alderman Messer. There was unanimous approval.

ROLL CALL VOTE:

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

The motion carried 5 - 0

7. CITIZEN CONCERNS AND COMMENTS (agenda matters) – Peggy Lee – 202 S Owen discussed sewer rates, and said that she would like to see more publicity for the sewer rate cost change put on the website and on other City media forms. City Staff replied that it is being publicized in Enews, town hall meeting, website, cable station, and mailings; and they will continue to highlight it.

8. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS –

City Administrator Wade- the City has taken a proactive response to the sewers, and Public Works has taken over cleaning of the sewers.

City Administrator Wade introduced Mark Roscoe as the new Public Works Superintendent.

Police Chief Steffen –

- Noted that the Rock the Runway and Run the Runway event at the Airport went very well with no issues whatsoever.
- Community Garden is in full bloom
- Michael Coglianese has completed his police officer initial hire probationary period

Alderman Ludvigsen – Praised the Fourth of July events including the Airport events on July 1 and the Fourth of July parade. He thanks the Hebron Presbyterian Church and the St. Alphonsus Ligouri Catholic Church for their generous assistance.

Alderman Dolick – said that all of the feedback on the holiday events was positive.

Alderman Rosenthal –

- Noted that there would be summer parties at Rob Roy
- Strategic Directions Committee held a meeting on June 15. He discussed the fact that Tinaglia was putting together a conceptual plan for the City. The next meeting will be July 20
- He said that the City has a computer disaster recovery system in place and that it should be tested
- Sanders Road project follow up

City Clerk Morgan-Adams – Noted that there would be a WPH Chamber Golf outing on July 20th. She discussed the Local Government Distributive Fund – There is a 10% decrease to the LGDF funding to municipalities. That equates to about \$130 million reduction of state funds. The monies in the LGDF will now be deposited directly in the LGDF and not go through the general Revenue Fund as they do now. That direct deposit will speed up the deposits to the LGDF by about two months, which equates to about \$220 million more being paid out to municipalities during FY 2018. So, there is a \$90 net plus being paid out in FY 2018. Keep in mind, there is still a 10% reduction for the fiscal year which will mean that FY 2019 could be impacted.

Alderman Messer – noted that holiday events were fabulous.

Building and Development Director Peterson –

- Code Enforcement Officer Porzycki and Building and Development Director Peterson held their first multifamily owner education forum on June 28. Fifteen owners attended. Representatives were brought in from the community. A residential banking forum might be held next

Assistant City Administrator Falcone – Noted that the Holiday events were on the website and that there were photos and videos provided by Digital Communications Technician Colvin. He said that there was a Natural Resources Commission Meeting on Thursday and a Water Commission Meeting on Saturday.

Finance Director DuCharme – Said that he had received listings from Cook County for SSA's 1 – 4 for the sewer billing.

Alderman Williamson – Said that the shorter parade route was much better

9. CONSENT AGENDA - None

10. OLD BUSINESS

A. O-17-17 Staff Memo and Ordinance Establishing Prevailing Wage Rate for the City of Prospect Heights (*2nd Reading*) – **Alderman Rosenthal moved to approve the Ordinance Establishing Prevailing Wage Rate for the City of Prospect Heights; seconded by Alderman Messer. There was unanimous approval.**

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

The motion carried 5 - 0

11. NEW BUSINESS

A. Amendment to the Intergovernmental Agreement for the Operation of the Chicago Executive Airport. – **TABLED Alderman Rosenthal moved to table an Amendment to the to the Intergovernmental Agreement for the operation of the Chicago Executive Airport; seconded by Alderman Messer. There was unanimous approval.**

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

The motion carried 5 - 0

B. O-17-19 Staff Memo and Ordinance Increasing the Number of Tourism Board Members from Five (5) to Seven (7) (*1st Reading*) – City Administrator Wade said that the Tourism Board membership increase would allow Ramada Inn to be a member and would make the Finance Director a voting member. Aldermen noted that there might be a conflict of interest if the Finance Director also voted for the grants. It was noted that while the former CFO showed up at meetings, she was not a voting member. – **no action was taken**

C. O-17-20 Staff Memo and Ordinance Amending Title 8, Chapter 5 of the Prospect Heights City Code Relating to Sewer Service Rates (*1st Reading*) – City Administrator Wade said that this Ordinance would increase the monthly rate to \$20.00 to undertake proactive maintenance and repair and have a fund balance. When asked how this broke down cost wise for dwelling units, it was noted that the City does not have meter rates. There was discussion regarding how to determine rate comparison for multi-family dwellings. There had not been any multifamily users on

the OTSD. Building and Development Director Peterson said that Wards 2, 3, 4 were being affected by the rate changes, and that Wards 1,5 were provided were serviced by Illinois American Water. – **No action was taken**

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

- A.** Review of City Liquor Code – It was noted that the code was still under examination.
- B.** Discussion of Sanitary Sewer System – it was noted that there had been a lack of equity in the structure that would now be corrected
- C.** Discussion of Commercial Truck Parking Regulations – Building and Development Director Peterson said that to summarize the issue – said that trucks were regulated by Zoning Code Section 5-8-2 – No more than one truck in a non-garage site, not parked within 5 feet of any lot line, and such vehicles shall be screened from direct view of where the vehicle will be parked. There can be no more than 2 vehicles of any type (commercial or vehicle) may be parked in the open; and no more than 1 commercial vehicle. Vehicles in excess of 12,001 GVW may not be parked or stored in a residential district.

Building and Development Director Peterson surveyed neighboring towns that used methods for codification regarding classification, or measuring height/width/length; signage, accessories on truck, etc. He said that there was more to one approach regarding clarification of the code. It was noted that since Code Enforcement Officer Porzycki has been on duty, there have been significantly less non-compliant vehicles.

It was suggested that there might be a van on all commercial vehicle parking as in Deerfield. There was a need to have restrictions that would protect neighbors from these large trucks in the driveway. A suggestion was to put the vehicle completely behind the front line of the house. Building and Development Director Peterson noted that the City does not restrict height at this time.

Mayor Helmer said that there should be a committee of Staff, Alderman Williamson and Building and Development Director Peterson to come up with reasonable restrictions.

The general consensus of the Board was to accept the Staff and Alderman Williamson to come up reasonable restrictions that could be brought before the Council.

13. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$40,543.18
MFT Fund	\$0.00
Palatine/Milwaukee TIF	\$650.00
Tourism District	\$55,620.00
Development Fund	\$0.00
DEA Fund	\$1,758.00
Solid Waste Fund	\$0.00

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	\$154.80
Parking Fund	\$372.29
Sanitary Sewer Fund	\$870.00
Road/Building Bond Escrow	\$500.00
Police Pension	\$0.00
TOTAL	\$100,468.27
<u>Wire Payments</u>	
6/23/2017 PAYROLL POSTING	\$164,792.55
JUNE IMRF	\$0.00
TOTAL WARRANT	\$265,260.82

City Clerk Morgan-Adams read the warrants.

Alderman Rosenthal moved to approve the warrants as presented; seconded by Alderman Messer to include Total of \$100,468.27; 6/23/2017 PAYROLL POSTING of \$164,792.55; with TOTAL WARRANT of \$265,260.82. There was unanimous approval.

ROLL CALL VOTE:

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

The motion carried 5 - 0

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

15. **EXECUTIVE SESSION**

16. **ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**

17. **ADJOURNMENT** – At 7:45 PM, Alderman Messer moved to Adjourn Open Session and go into Closed Session to Discuss pending litigation and sale of City Property; seconded by Alderman Williamson. There was unanimous approval.

ROLL CALL VOTE:

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

The motion carried 5 - 0

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



City Clerk (DEPUTY)



Mayor Nicholas J. Helmer

