



**CITY OF PROSPECT HEIGHTS
CITY COUNCIL WORKSHOP MINUTES
INCLUDING REGULAR BUSINESS ITEMS
November 10, 2014 6:30 PM
City Hall
8 North Elmhurst Road
Prospect Heights, IL 60070**

CALL TO ORDER At 6:30 P.M., Mayor Helmer called to order the City Council Regular Workshop Meeting at 8 North Elmhurst Road, Prospect Heights, Illinois 60070.

ROLL CALL - Present: Mayor Helmer, Treasurer Tibbits, City Clerk Adamson
Aldermen- Styler, Ludvigsen, Williamson
Absent: Higgins, Mendez
A quorum was present.

Also Present: Interim City Administrator Balling, Public Work Cutaia, Building and Zoning Director Skiber, Police Chief Dunne, City Attorney Zimmermann, Assistant to the City Administrator Kalina, Finance Director Hannon and Deputy Clerk Schultheis.

PLEDGE OF ALLEGIANCE - Led by Alderman Williamson

CLOSED SESSION – To be held at the end of the Open Session portion of the Regular City Workshop, as there were no items in Closed Session that required a vote.

STAFF AND ELECTED OFFICIALS REPORTS

City Administrator – Interim City Administrator Balling discussed the progress made with the Stery Trucking lease.

Paving - Interim City Administrator Balling said that the parking lots at City Hall and the Police Department would receive a binder coat and then the temperature would be monitored for the concrete application.

Department Directors – Building and Zoning Director Skiber said that the Heating Season would begin on November 11th.

He noted that the weather would affect Levee 37 concrete pouring but that there was hope that Levee 37 would be intact before Thanksgiving.

It was noted that Nachos Pizza was a new restaurant opening in the City.

Police Chief Dunne – said that November was “No Shave November” whereby the Police Department was collecting donations and showing support for cancer education and awareness. The Police would be partnering with Prospect Heights Grill. November 19-29 – off-duty members of the Police Force would collect contributions on Willow and Rand Roads.

Public Works Director Cutaia – discussed drainage issues and flood remediation.

It was noted that the Tourism Beautification was awaiting IDOT approval.

The Public Works facility addition is on schedule.

Update on the trees that were planted on Piper Lane.

Finance Director Hannon stated that the City budget is \$261,567 behind last year because of a one-time transfer to the General Fund.

She noted that utility taxes are higher because of NICOR

Audit – Finance Director Hannon stated that because the Chicago Executive Airport was not close to getting its audit completed and that was affecting the City’s status as a GFOA-award winning municipality. The City’s audit must be submitted in conjunction with that of the Airport, and because the Airport was so far behind, the City had to ask for an extension. While the GFOA is a prestigious award; and while losing it would not incur a financial penalty it would have a deleterious effect on the City’s ability to obtain future loans.

Assistant to the City Administrator Kalina – discussed Item F. The new City signs were displayed to the City Council. The color signs presented would replace the black and white ones currently in place.

Aldermen – Alderman Styler noted the Veterans Day free lunch at Allgauer’s.

He added that there were tickets available for the Dollars for Scholars Luncheon on November 15th – noting that it was their major fundraising event.

Alderman Ludvigsen – discussed Prospect Crossing driveway issues. Building and Zoning Director Skiber said that the issue had not yet been fixed. Alderman Ludvigsen emphasized that the issue needed to be addressed.

Alderman Williamson -Update on the guardrail on Schoenbeck – Public Works Director Cutaia said that it was a Cook County project, and that materials were being ordered to complete the project.

Speed Signs – Public Works Director Cutaia said that the County had altered the materials that they wanted used. The County now wants metal posts with concrete footing and a conduit inside. The City is out to bid to get a better price for this type of signage. It was noted that it had taken 18 months for the City to obtain the permit to get this far in the process, and now, with the County's new demands, the process had been stymied.

Water supplier – Interim City Administrator Balling said that the City said that the bigger issue for the City was infrastructure. The City could purchase the water but would need a method of delivery and storage. Illinois American Water does not produce the water, it delivers it.

Victims of the Prospect Heights Fire – Alderman Williamson said that there are a lack of fire hydrants within the City. The Mayor noted that there was apathy from the State regarding grants for hydrants. Aldermen replied that the water source was a the more pressing issue. In regards to water, the question would arise about financing for receiving water, storing water and delivering water.

ADOPTION OF THE CONSENT AGENDA

- A. Minutes – October 28, 2014 Special City Council Meeting
- B. Approving the Meeting Calendar for 2015
- C. Ordinance requesting the declaration of Designated Items Surplus Property – (O-14-23)

Alderman Styler moved to Approve Items A, B, C; seconded by Alderman Williamson.

ROLL CALL	AYES –	Williamson, Ludvigsen, Styler
	NAYS –	None
	ABSENT –	Higgins, Mendez

Motion passed 3 – 0.

APPROVAL OF EXPENITURES

D. Warrants

General Fund	\$147,257.20
MFT Fund	\$0.00
Palatine/Milwaukee TIF	\$462,102.31
Tourism District	\$0.00
Development Fund	\$7,296.00
DEA Fund	\$0.00
Solid Waste Fund	\$68,241.98
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	\$4,527.93
SS Area-Constr #6 (Water Main)	\$142.30
SS Area- Debt #6	\$0.00
Road Construction	\$167.00
Road Construction Debt	\$0.00
Water Fund	\$1,804.31
Parking Fund	\$1,978.54
Road/Building Bond Escrow	\$500.00
TOTAL Expenditures	\$693,875.27
10/31/14 Payroll	\$115,546.03
October 2014 IMRF	\$25,960.14
Police Pension City Portion	\$90,514.25
TOTAL WARRANT	\$925,895.69

City Clerk Adamson read the expenditure totals.

Alderman Styler moved to approve as presented; seconded by Alderman Ludvigsen for TOTAL expenditures in the amount of \$693,875.27; and 10/31/14 Payroll in the Amount of \$115,546.03; October 2014 IMRF in the amount of \$25,960.14; and the Police Pension City Portion in the Amount of \$90,514.25 . The TOTAL amount was \$925,895.69.

ROLL CALL AYES – Williamson, Ludvigsen, Styler
 NAYS – None
 ABSENT – Higgins, Mendez

Motion passed 3 – 0.

UNFINISHED BUSINESS

E. Direction and Approval of the 2015 Artwork for the City Vehicle License – Assistant to the City Administrator Kalina said that the sticker artwork was still being discussed. Mayor Helmer said that the drawings would be ready by Wednesday, November 12.

F. Approval of the color and placement for the City Gateway identification signage
Alderman Ludvigsen moved to Approve Item F; seconded by Alderman Styler.

ROLL CALL AYES – Williamson, Ludvigsen, Styler
 NAYS – None
 ABSENT – Higgins, Mendez

Motion passed 3 – 0.

G. Presentation of findings and plan forward for traffic management on Roberts Rd – There was discussion regarding Roberts Road findings. It was noted that the City there would be camera monitoring this Road, and that the Police have been patrolling the roads. Anyone who parks on either side of the road could get \$100 fine if the HOA approves that fine. This would also tie into the surveillance network. It was noted that this was not a project that expected a return on investment. This would be purely to improve the quality of life of the residents in that subdivision, there was some opposition to willingness of the City to install cameras for a request where there were only minor incidents. The Mayor asked if

Sandpebble would agree to split the costs. – **There was request that this issue be put on the consent agenda in the November 24, 2014 Meeting.**

OLD BUSINESS

H. Ordinance – Considering an Amendment to the Comprehensive Land Use Plan to include a sub-area plan for land adjacent to Sanders Road and South of Palatine Road (Allstate) – (O-14-15) – It was note that the PZBA had voted 7 – 0 to approve.

NEW BUSINESS

I. Presentation of the Monthly Treasurers Report

J. ORDINANCE - Authorizing a variance to construct a twenty foot eleven inch high detached garage on 1127 North Drury Lane (Biagini) – (O-14-24) (Waiver of 1st Reading) – Building and Zoning Director Skiber said that property was in a low lying area and flooded, so that houses needed to be higher. The PZBA had voted 5 – 2 to approve. This would not be setting a precedent as the City Council had voted in favor of the same issue in 1997.

WORKSHOP DISCUSSION ITEMS

K. Development proposal discussion and direction pursuant to the Rand Road Corridor Ordinance 1414 North Rand Road (Self Storage Facility) – (O-14-25) – Proposal for the development of a vacant parcel. It was noted that it fits into the Comprehensive Plan. The Plan would include a storage facility. The Aldermen noted that they would prefer retail in the vacant land. The developer discussed that fact that there would be some retail on the property.

L. Development proposal discussion and direction 25, 35 Piper Lane , City owned property (Residential proposal) – Presentation regarding a preliminary site plan for container shipping mobile homes. This project is at the conceptual stage. Developer Dan Ponterelli told the Council that there would be 138 residential dwellings. The architect said that the facades would be City compliant. It was noted that this would be LEED Bronze level. There was also a question of issues with unions regarding these structures. It was noted that there would be union and non-union workers involved.

M. Discussion of updated purchasing guidelines for the City. – Interim City Administrator Balling said that there was an overall review of the policies and practices of the City. It was noted that the discretionary purchasing power of the City Administrator would need to be increased to \$10,000. This would require a change in the Ordinance.

ADJOURNMENT

At 8:55 PM, Alderman Ludvigsen moved to end Open Session and go into Closed Session to Discuss acquisition of property; seconded by Alderman Williamson.

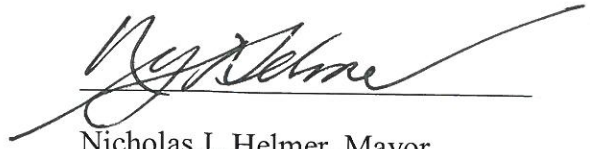
ROLL CALL AYES – Williamson, Ludvigsen, Styler
 NAYS – None
 ABSENT – Higgins, Mendez

Motion passed 3 – 0.

Approved by the Prospect Heights City Council on this day, the 24th of November, 2014.



Karen Schultheis, Deputy Clerk



Nicholas J. Helmer, Mayor

