CITY OF PROSPECT HEIGHTS
REGULAR CITY COUNCIL MEETING
January 14, 2013

MINUTES

CALL TO ORDER
The meeting was called to order at 6:30 p.m. by Mayor Helmer at City Hall, 8 North Elmhurst Road, Prospect Heights, Cook County, Illinois.

ROLL CALL

Present:	Mayor Helmer, Aldermen Higgins, Ludvigsen, Mendez, Styler, Williamson
Absent:	None

A quorum was present. Also present: City Clerk Adamson, City Treasurer Tibbits, City Administrator Marrin, City Attorney Zimmermann, Police Chief Dunne, Director of Building and Zoning Skiber, City Engineer/Public Works Director Johnson, Finance Director Hannon, and Deputy Clerk Sabo.

PLEDGE OF ALLEGIANCE
Alderman Styler asked everyone to stand and join him in the Pledge.

INVOCATION
The invocation was given by Father Curt Lambert of St. Alphonsus Liguori.

PRESENTATIONS
There were none.

CLOSED SESSION
Mayor Helmer moved closed session to the end of the meeting.

RESIDENTS COMMENTS (Agenda Matters)
There were none.

REPORTS AND COMMUNICATIONS
City Administrator Marrin commented that the Metropolitan Mayors Caucus has offered grants and funding for the emerald ash borer program. The City will ask for funds for reforestation to replant City trees. The funds do not cover private properties. There are five types of trees that can be planted. The Economic/Business Development Committee Business forum will be January 23.

Police Chief Dunne reported that four new police officer recruits have completed their first week at the Illinois State Police Academy in Springfield. They have done well thus far.

City Engineer/Public Works Director Johnson reported that the 2013 road project meeting will be Tuesday morning to begin putting together the program coupled with the drainage projects. He received three proposals on the water study. He is reviewing the proposals. Neighboring communities are doing a GIS flyover program and the City expressed interest in participating. The City will be working on getting GIS data together to use.

Director of Building and Zoning Skiber reported that the plan review was completed for the Ultra Foods Store which is 87,000 square feet at Prospect Crossing. Plan review has been completed for Penny's Café at Prospect Crossing. Plan review has been completed for Save-a-lot at Palwaukee Plaza. Permits have been issued for the five Lexington Townhown applications. The rental inspection program has commenced and will run the next three months.

Deputy Clerk Sabo reported that vehicle sticker and pet license sales have begun. Those licenses are required to be purchased by March 31. There will be Saturday hours in March to accommodate those residents who can't make it to City Hall within regular business hours.

City Treasurer Tibbits commented that the Treasurer's Report stated that the City is $47,201 ahead of budget. The City newsletter has been produced and will be mailed out shortly.

Mayor Helmer moved items K and L to before the adoption of the consent agenda.

COMMITTEE APPOINTMENTS

K. Appointment of John DeJoris for the Position of Chairman of the Chicago Executive Airport Board.

Mayor Helmer commented that the past Chairman's term ended at the end of December, 2011 and he continued to serve until he resigned at the December 10, 2012 meeting. After several interviews, he has personally chosen to appoint John DeJoris to the position of Chairman of the Chicago Executive Airport Board of Directors.

Mr. DeJoris explained that he has been in the aviation business for thirty plus years. He currently co-owns Aircraft Propeller Service in Wheeling. He has been in aviation since graduating from College. He has had the propeller shop since 1980. The Airport has changed tremendously for the better and is an exemplary airport. He served on the Zoning Board of Appeals in Green Oaks. He served on that board for eighteen years and chaired the board for six years. He has been involved with the FAA having served on a number of safety committees. He would be working for the City of Prospect Heights and the Village of Wheeling and their interests will be brought to the board through him.

Alderman Mendez commented that he is concerned that Mr. DeJoris does business with the airport and he is concerned of the existence of a conflict of interest.

Mr. DeJoris' business is majorly for commercial and government operations. He occasionally does business with Chicago Executive Airport businesses but it is usually when a plane damages a propeller.

Alderman Mendez commented that he is concerned with the fact that Mr. DeJoris does business with the airport tenants.

Alderman Ludvigsen commented that the IGA spells out who can and can't be chairman at the Airport. He wanted to make sure there is no conflict with the IGA with respect to eligibility as chairman.

Mayor Helmer commented that it has been reviewed and there is no conflict of interest.

Alderman Ludvigsen commented that there could be people who have a slight dealing with the airport that shouldn't be excluded because they do a small amount of business on the airport. He doesn't feel that Mr. DeJoris should be excluded as he does not do a major amount business on the airport. He asked that Mr. DeJoris meet with the airport board directors from Prospect Heights to make sure they are in sync.

Mayor Helmer commented that he is looking for approval from the City Council of the appointment. He feels that it is important to have an agreement with Wheeling on the appointment. President Abruscato has not made a recommendation to the Wheeling Board. He would like to say that the City Council is in favor of Mr. DeJoris to become the airport chairman. He asked for a straw poll of the City Council on their feeling of appointing Mr. DeJoris.

Alderman Williamson asked to have this item come back on the next agenda for approval so they can review the appointment.

Mayor Helmer commented that he would like a straw poll of whether or not the City Council would be in favor of Mr. DeJoris at this time.

The City Council was in concurrence through a straw poll of being in favor of Mr. DeJoris as the candidate for appointment to the Chairman of the Chicago Executive Airport Board of Directors. Alderman Mendez was against the appointment.

L. <u>Discussion of Appointment to the CVB Northshore Board.</u>
City Administrator Marrin commented that Alderman Ludvigsen sits on the board and does not have time to make the meetings. She asked if anyone else would like to be appointed to the CVB Northshore Board.

Alderman Higgins and Styler volunteered to be appointed to the CVB Northshore Board. Mayor Helmer will make the appointment at the next Regular City Council Meeting.

ADOPTION OF CONSENT AGENDA
A. <u>Approval of Minutes, Regular City Council Meeting, December 10, 2012.</u>
Motion made by Alderman Styler, seconded by Alderman Ludvigsen to approve the consent agenda as presented. The motion was approved by a roll call vote.
ROLL CALL AYES: Aldermen Ludvigsen, Mendez, Styler, Williamson
NAYS: None
ABSENT: None
ABSTAIN: Alderman Higgins

Motion carried.

APPROVAL OF EXCEPTIONS
There were none.

APPROVAL OF CONTRACTS
Mayor Helmer took Item C out of order.
C. <u>Approval of a Purchase of a LIVESCAN Scanner Replacement with ID Networks.</u>
Motion made by Alderman Williamson, seconded by Alderman Ludvigsen to approve a purchase of a LIVESCAN scanner replacement with ID Networks. The motion was unanimously approved by a roll call vote.
ROLL CALL AYES: Aldermen Higgins, Ludvigsen, Mendez, Styler, Williamson
NAYS: None
ABSENT: None

Motion carried.

B. Approval of a Collection Services Agreement with Sonnenschein Financial Services for Collection of RedSpeed Ticket Violations.

Alderman Williamson asked what the fee is for a RedSpeed ticket.

Finance Director Hannon commented that the amount taken by Sonnenschein Financial Services is $75. Now the fee is changing to $275. If the recipient of a RedSpeed violation pays within two months, it is $100. In order to get to the $275 fine, they need to be six months delinquent on payments.

City Administrator Marrin commented that there are people who have multiple violations and are many months in delinquency.

Motion made by Alderman Higgins, seconded by Alderman Williamson to approve a collection services agreement with Sonnenschein Financial Services for collection of RedSpeed ticket violations. The motion was unanimously approved by a roll call vote.

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

Motion carried.

D. Motion to Waive Competitive Bidding Requirements and Authorizing the Purchase of Locker Replacement for the Police Center Locker Rooms from DAK Equipment and Engineering Co., for an Amount Not to Exceed $39,493.25.

Police Chief Dunne commented that the City did not go out for bid because the City solicited bids from contractors over four months ago for this project. Four contractors came in and discussed needs of lockers with the City. None of them responded back with a bid for the project. When he contacted one of them and asked why no one is responding, they explained the cost of the lockers is prohibitive and there would not be enough money for them to make in the installation. He contacted other Police Departments that have either upgraded their buildings or remodeled, he found that the last four that had done anything in the area are from DAK Equipment and Engineering Company and they have their own installers.

Motion made by Alderman Mendez, seconded by Alderman Williamson to waive competitive bidding requirements and authorizing the purchase of locker replacement for the Police Center locker rooms from DAK Equipment and Engineering Co., for an amount not to exceed $39,493.25. The motion was unanimously approved by a roll call vote.

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

Motion carried.

LEGISLATION

E. <u>(O-13-01) An Ordinance Amending a Special Use for an Outdoor Open, Accessory Playground Exclusively for Kiddie Academy at 1215A/1219 N Rand Road (2nd Reading).</u>

Motion made by Alderman Mendez, seconded by Alderman Williamson to approve an Ordinance Amending a Special Use for an Outdoor Open, Accessory Playground Exclusively for Kiddie Academy at 1215A/1219 N Rand Road. The motion was unanimously approved by a roll call vote.

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

Motion carried.

F. <u>An Ordinance Amending Sections 1-11-1 and 1-11-4 of the City of Prospect Heights Code Pertaining to the Investment of Funds (1st Reading).</u>

This being first reading, no vote was taken.

G. <u>An Ordinance Amending Title 9 of the Prospect Heights City Code Relating to Pet License Fees (waiver of 1st reading).</u>

Motion made by Alderman Mendez, Seconded by Alderman Styler to waive first reading of an Ordinance Amending Title 9 of the Prospect Heights City Code Relating to Pet License Fees.

No vote was taken, the motion failed.

Alderman Ludvigsen commented that he is in favor of making a change to the Ordinance for the cost purposes. He did not realize how much it cost to license a pet in Prospect Heights. He would like to read the whole Ordinance and review other pet related costs as it seems the fees do not reflect today's costs. He does not feel it should be zero. The proposed Ordinance requires the registration but there is no penalty for not licensing pets. He can see doing a household fee and licenses are issued to the household based on the number of pets registered and there are penalties if they don't register. He would like to change the fees for shots and boarding if an animal needs to be boarded.

Alderman Higgins would like to review the fees however she feels this should come up during budget time and not at this time.

Alderman Mendez commented that he feels it should be zero.

Alderman Williamson agrees with Alderman Higgins and Alderman Ludvigsen. He feels it should be done during the budget cycle.

Mayor Helmer commented that this came up because the City promised to get rid of pet license fees if the City got Home Rule. Home Rule was not to levy property taxes but the reason was to have access to the Convention and Visitors Bureau Funds. If the City did get those funds and the City would not need property taxes. The solution of getting to those funds was to eliminate the City's Convention and Visitors Bureau and to team up with the Northshore Convention and Visitors Bureau. It is working very efficiently. A Tourism Zone has been set up. The City has accomplished what the City said it would do if it had Home Rule. The things the City promised to do if the City could receive part of the Convention and Visitors Bureau funds included the elimination of pet fees and reduce vehicle sticker fees by five dollars. If everyone would like to get more information, he has no problem with that.

Alderman Williamson commented that no one is resisting the proposal. He feels it should be done with the budget processing cycle. By eliminating a pet fee, more people would be registering their pets. He does feel that the City should cover the cost and paperwork that is necessary to register the pet. He is in favor of a reduction.

Alderman Ludvigsen commented that he agrees with why this should be done. This would be more appropriate to be done in the budget cycle. He feels that the end result of reducing vehicle stickers and pet licenses would add up to around $100,000. He would like to see an offset when eliminating a fee.

Mayor Helmer commented that he does not want to rebate 2,000 stickers. He would like to take care of this early in the sales season.

City Attorney Zimmermann asked if the veterans discount should be changed to be discounted by $10.

Mayor Helmer commented the total discount should be $10.

City Attorney Zimmermann commented that section B should read shall be reduced by $5 per each vehicle.

Finance Director Hannon commented that because this affects the budget, it would need to be amended. The City is ahead $47,000 on budget. The City should be very close to budget which for total revenue is $3.5 million. If this is passed, she does not recommend issuing checks, the City would need to add 100 vendors to the current accounting system. It is an internal control issue to add that many vendors at once. She suggests issuing rebates. The City can also do this through petty cash. Adding that many vendors invites an audit. It would take two days to put all the information in the City accounting system.

Mayor Helmer asked if the City could give the first 100 people a credit and charge $5 less for the rest of the vehicle sticker purchases.

Alderman Higgins commented that she would like to table items G and H to get more information.

Mayor Helmer commented that this item was before the City Council for a week.

Alderman Mendez commented that he would like to eliminate the pet fee license and change the vehicle sticker fees. He asked if the pet license and vehicle sticker change is for this fiscal year.

Mayor Helmer commented that it would be for this year.

Motion made by Alderman Higgins, seconded by Alderman Ludvigsen to table an Ordinance Amending Title 9 of the Prospect Heights City Code Relating to Pet License Fees. The motion was approved by a roll call vote.

ROLL CALL AYES: Aldermen Higgins, Ludvigsen, Williamson
NAYS: Alderman Mendez, Styler
ABSENT: None

Motion carried.

H. An Ordinance Amending Title 10 of the Prospect Heights City Code Relating to Vehicle Sticker Fees (Waiver of 1st reading).

Motion made by Alderman Mendez, seconded by Alderman Styler to waive first reading of an Ordinance Amending Title 10 of the Prospect Heights City Code Relating to Vehicle Sticker Fees.
No vote was taken, the motion failed.

Alderman Ludvigsen commented that if this were to be passed, the budget would need to be amended fairly quickly. He feels that if something happens here, something else will need to be cut.

Finance Director Hannon commented that it is not good to be over budget. Auditors will cite a deficit in a government budget. If revenues go down and expenses stay flat, the City will be cited in the audit. An audit citation would hurt the City for bond issuances.

Alderman Williamson commented that he does not feel this is something that should be done at this time. He is in favor of it but with the budget cycle. There are additional costs such as amending the budget associated with this change.

Motion made by Alderman Higgins, seconded by Alderman Ludvigsen to table an Ordinance Amending Title 10 of the Prospect Heights City Code Relating to Vehicle Sticker Fees. The motion was approved by a roll call vote.

ROLL CALL AYES: Aldermen Higgins, Ludvigsen, Williamson
NAYS: Alderman Mendez, Styler
ABSENT: None

Motion carried.

APPROVAL OF EXPENDITURES

I. Approval of Warrants.

General Fund	$ 173,851.97
MFT Fund	$ 0.00
Palatine/Milwaukee TIF	$ 4,088.27
Convention & Visitors Bureau	$ 2,086.41
Development Fund	$ 481.70
Non-Home Rule Sales Tax Fund	$ 0.00
DEA Fund	$ 895.00
Solid Waste Fund	$ 25,918.18
SS Area #1	$ 0.00
SS Area #2	$ 0.00
SS Area #3	$ 0.00
SS Area #4	$ 0.00
SS Area #5	$ 30.25
SS Area #8–Levee Wall #37	$ 48,565.20
SS Area–Constr #6 (Water Main)	$ 0.00
SS Area-Debt #6	$ 0.00
Road Construction	$ 52,831.06
Water Fund	$ 22,074.52
Parking Fund	$ 1,716.29

Road/Building Bond Escrow	$ 0.00
Total Expenditures	$ 332,538.85
Wire Payments, Service Charges, & Payroll	$ 1,001,655.83
TOTAL	**$ 1,334,194.68**

Motion made by Alderman Higgins, seconded by Alderman Mendez, to approve warrants in the amount of $332,538.85 and wire payments, service charges, and payroll in the amount of $1,001,655.83, for total expenditures of $1,334,194.68. The motion was unanimously approved by a roll call vote.

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

Motion carried.

J. Ratification of Bills Paid from December 11, 2012 thru December 27, 2012.

General Fund	$ 61,225.80
MFT Fund	$ 6,944.52
Palatine/Milwaukee TIF	$ 2,463.07
Convention & Visitors Bureau	$ 94.06
Development Fund	$ 265.89
Non-Home Rule Sales Tax 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	$ 0.00
SS Area #5	$ 515.95
SS Area #8–Levee Wall #37	$ 0.00
SS Area–Constr #6 (Water Main)	$ 0.00
SS Area-Debt #6	$ 0.00
Road Construction	$ 18,905.49
Water Fund	$ 29,172.01
Parking Fund	$ 496.03
Road/Building Bond Escrow	$ 0.00
Total Expenditures	$ 120,082.82
Wire Payments, Service Charges, & Payroll	$ 0.00
TOTAL	**$ 120,082.82**

Motion made by Alderman Higgins, seconded by Alderman Mendez, to ratify bills paid from December 11, 2012 through December 27, 2012 in the amount of $120,082.82 and wire payments, service charges, and payroll in the amount of $0.00, for total expenditures of $120,082.82. The motion was unanimously approved by a roll call vote.

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

Motion carried.

COMMITTEE APPOINTMENTS
There were none.

RESIDENTS COMMENTS (Non Agenda Matters)
Edward Madden, 611 N. Elmhurst Road, Prospect Heights, Illinois.
Mr. Madden commented that he was thankful for the Mayor allowing him to speak beyond the allotted time at the last City Council Meeting. He commented that this City Council has accomplished a lot of things. He thanked the City Council and staff for the things they have done and he commented that he agrees a lot more than he disagrees with the current City Council.

UNFINISHED BUSINESS
There was none.

NEW BUSINESS
M. Discussion of Refuse Contract and RFP for Collection Services.
City Administrator Marrin commented that in approximately a year and a half the refuse contract will expire. She wanted the Council to be aware of this. Republic commented that if the City and said if the City would be willing to extend the contract for five years, there would be no price increase in the first year. Staff recommends going out for RFP to see what else is out and what will be offered as far as a new contract. She is looking for direction from the Council to go forth with an RFP for refuse services.

Alderman Williamson commented that Republic has done a fantastic job. He would like to know what the price level would be if it increased in the second year. Republic has proven that they do a good job.

Alderman Mendez asked if the City can cancel the SWANCC membership.

City Administrator Marrin commented that she is on the SWANCC board and they are doing strategic planning and they are looking at a bond that exists.

City Attorney Zimmermann commented that he is looking into that possibility and will report back to the City Council.

Alderman Ludvigsen commented that this was done a couple years ago and he wants to make sure that the proposals are apples to apples.

City Administrator Marrin commented that Republic has been good to work with and they did give the City a great recycling program. She wants this to be out there well ahead of time to move the process forward smoothly.

Alderman Williamson commented that the City should do an RFP but still take into account the good job done by Republic.

N. **Discussion and Approval of Telecommunications Contract with Xtivity.**
City Administrator Marrin explained that recently the City was notified of a jump in prices for Call One contractors for AT&T phone service. Call One provides phone service through AT&T. They are more than doubling the communications cost. Telephone lines will be doubled which is far more than budgeted. The City went out and looked at other solutions and pricing schemes to do this more efficiently and for less money. The City wants to switch to a SIP trunk line to handle the City's voice over internet protocol system. Xtivity is proposing to provide all phone services for cheaper than call one. They will also provide all phone support for hardware and data which will get the City under one vendor so that multiple vendors don't need to be called if there is an issue. The total monthly charge for the phone support is $408.75. This proposal deals only with the phone system. This system will run at a fast rate as well. The system the City currently has is too small and too slow for the types of GIS data that the City wants to work with.

Motion made by Alderman Higgins, seconded by Alderman Williamson, to approve the telecommunications contract with Xtivity. The motion was unanimously approved by a roll call vote.
ROLL CALL AYES: Aldermen Higgins, Ludvigsen, Mendez, Styler, Williamson
NAYS: None
ABSENT: None

Motion carried.

Mayor Helmer commented that a company called Penny's would like to open three locations in the City of Prospect Heights. He asked Director of Building and Zoning Skiber where they are at with their applications.

Director of Building and Zoning Skiber commented that the permit for the Penny's Café at Prospect Crossing has been approved. They are waiting to register their contractors. That is a B-4 commercial PUD which allows for that use. The other locations are 7 E. Camp McDonald and at Palwaukee Plaza which need zoning relief in the form of a special use permit for a sit down restaurant in the B-1 and B-2 respective districts. That will be coming up on the Zoning Board agenda in March. It will be a typical café layout. The City looks forward to working with them and they are taking three vacant storefronts in the City.

Mayor Helmer asked the City Council to review the information and commented that they will come before the City Council with their special use requests in the future. He additionally asked about video gaming in the City of Prospect Heights.

Director of Building and Zoning Skiber commented that Seoul Billiards was the first establishment that had five machines livened.

Alderman Styler asked if the locations are certain they will have video gaming.

Mayor Helmer commented that the State handles video gaming.

Alderman Ludvigsen commented that any liquor license that is for a sit down eating establishment is entitled to video gaming. That is something to keep in mind when approving liquor licenses.

Alderman Williamson asked if the gaming machines need to be in a separate room.

Mayor Helmer commented that the gaming room needs to be visible to the people working there. It can't be fully enclosed.

Alderman Williamson commented that he feels that a video gaming establishment is a casino with wine, food and beer.

Mayor Helmer commented that the locations are for ages twenty one and older.

Alderman Higgins commented that this is an over twenty one club with video poker and booze which is high end. No kids are allowed in these establishments at all.

Mayor Helmer commented that the City Council approved video gaming in Prospect Heights and it is up to the State as to whether or not allow video gaming in an establishment.

CLOSED SESSION
ADJOURNMENT
Motion made by Alderman Styler, seconded by Alderman Mendez to adjourn the Regular City Council Meeting and to go into Closed Session for the purposes of the setting of salary schedules for specific employees and threatened or probable litigation with no further action to be taken by the City Council. The motion was unanimously approved by voice vote.

VOICE VOTE AYES: Aldermen Higgins, Ludvigsen, Mendez, Styler, Williamson
NAYS: None
ABSENT: None

Motion carried.

Motion carried by voice vote at 8:30 p.m.

Approved by the Prospect Heights City Council this 28th day of January, 2013.

Stacey Adamson, City Clerk

Nicholas J. Helmer, Mayor