CITY OF PROSPECT HEIGHTS
REGULAR WORKSHOP MEETING MINUTES
OF THE CITY COUNCIL
MONDAY, FEBRUARY 23, 2015, 6:30 PM
CITY HALL
8 NORTH ELMHURST ROAD
PROSPECT HEIGHTS, ILLINOIS

CALL TO ORDER – At 6:30 PM, Mayor Helmer called to order the February 23, 2015 City Council Regular Meeting at 8 North Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL – City Clerk Adamson called roll.
Present – Aldermen Higgins, Mendez, Ludvigsen, Williamson, Styler
Mayor Helmer, City Clerk Adamson, and Treasurer Tibbits were present.
A quorum was present.
Also present: City Attorney Zimmermann, Deputy Clerk Schultheis, Deputy Chief Steffen, Public Works Director Cutaia, Assistant to the City Administrator Kalina, Interim City Administrator Balling, Finance Director Hannon, and Building and Zoning Works Director Skiber.

PLEDGE OF ALLEGIANCE – Led by Alderman Williamson

INVOCATION - Invocation given by Pastor Rod Krueger of Our Redeemer Lutheran Church.

CLOSED SESSION – TABLED by Mayor Helmer for lack of items.

RESIDENT COMMENTS (Agenda Matters) – Resident Marcia Jendreas requested explanation as to why Items B and C on the Consent Agenda did not have RFP's. Public Works Director Cutaia said that three quotes were obtained for Item B; and that Item C had been removed from the Agenda to re-evaluate the quote.

STAFF AND ELECTED OFFICIALS REPORTS
Interim City Administrator Balling
- CEA July 3, 2015 special event summary by Charlie Priester – Interim City Administrator Balling said that he would defer the CEA summary until the March 9th meeting when Jamie Abbot will give the update.

Public Works Director Cutaia
- said that this is the last week for the holiday light recycling collection.
- He noted that the City was offering a Residential Waste pamphlet made available to residents.
- The tentative date for Document Destruction is June 20, 2015.

Building and Zoning Director Skiber
- Gave an update on the late season cold snap. He said that calls for service because of the snow have been low.
- February 26, 2015 at 7 PM is the PZBA Meeting regarding property at 1414 Rand Road.

Finance Director Hannon
- The Budget Meeting will be at 8:30 AM on Saturday, February 28, 2015.
- She noted that Governor Rauner has made public his plan to reduce tax revenue to municipalities. This could have a dramatic effect on the City Budget. Between $800,0000 and $1.2 million could be taken away from Prospect Heights. Mayor Helmer noted that the plan called for phased-in

reductions and there was the consideration that the plan would be 40-50% reduction, which would still be a significant amount of the $1.6 million that the City gets from the State.

Deputy Chief Steffen

- Noted that the Police have been conducting cold checks on residents and thus far there have not been any issues.

Alderman Williamson

-Wanted to know the status of the water infrastructure. Interim City Administrator Balling said that Water Committee terms had expired and that there was a need to reassess the Committee and options. There was also discussion of the Illinois American contract and grant money for water infrastructure.

Interim City Administrator Balling

- Discussed the stage of the interview process in the search for a new City Administrator.

Alderman Styler

Alderman Styler moved to request a Closed Session to discuss property acquisition to be held at the end of the Open Session; seconded by Alderman Mendez. Motion approved unanimously.

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

Motion carried 5 – 0

Alderman Ludvigsen

- Wanted to know what happens when the City receives a "No Heat" call when there is a building involved. Building and Zoning Director Skiber said that the City validates the issue by sending an inspector. It is the owner that is responsible for the heat.
- Asked that there be a report at the next meeting regarding the incident at the HOME Bar. It was noted by Deputy Chief Steffen that the Police had met with the Manager and ascertained that there were too many people attending an event at the venue. The large numbers had not been anticipated, and the Bar had to call for assistance. The Mayor directed the Police to get back to the system of two Police officers being present there at all times on Friday and Saturday nights. Deputy Chief Steffen stated that the BAR needed to contact the Police when there are 300 or more personnel in the premises.

City Clerk Adamson

- Discussed the dates and gave more information regarding the upcoming election. She also noted that residents still have time to register to vote.

Mayor Helmer

- Noted that the cold weather has been well-handled by Public Works, the Police and Staff. He also said that there was a plan that had been enacted in conjunction with local hotels to provide low-rate hotel rooms to people in need of warm shelter during the cold snap. He noted how the community has come together to assist fellow residents.

ADOPTION OF CONSENT AGENDA –

A. Approval of the City Council Workshop Minutes for February 9, 2015

B. Approving the purchase of two Public Works facility vehicle lifts in the amount of $20,215.00, with waiver of bidding.

C. Approving the purchase of a complete electronic entry system for the Public Works facility, at a cost of $22,522.33, with waiver of bidding. - **TABLED**

D. Resolution R-15 -05 Supporting the Northwest Municipal Conference 2015 Legislative Program.

Alderman Styler moved for an omnibus Approval of Items A, B, D; seconded by Alderman Mendez.

Alderman Williamson asked that Item B be removed from the omnibus vote.

Alderman Ludvigsen moved omnibus approval of Items A and D; seconded by Alderman Williamson. There was unanimous approval.

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

Motion carried 5 – 0

There was discussion regarding Item B.

Alderman Mendez moved to Approve Item B; seconded by Alderman Mendez. There was unanimous approval.

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

Motion carried 5 – 0

APPROVAL OF CONTRACTS

E. GHA design services for 11 E. Camp McDonald Road parking facility.
It was noted that the facility would be just south of the Police Station; and the cost would not exceed $16,000.

Alderman Styler moved to Authorize the project; seconded by Alderman Ludvigsen.
Building and Zoning Director Skiber noted that the project would have to go before the PZBA before coming back to Council. It was noted by Alderman Higgins and Finance Director Hannon that this project would be in next year's budget, not the current budget.

ROLL CALL AYES – Ludvigsen, Williamson Mendez, Styler
NAYS – Higgins

Motion carried 4 - 1

F. Approval of contract with IFS for construction management services (Tourism District)
It was noted that this Item would be coordinated with IDOT. Three Firms were interviewed and IFS was the one that was recommended. The goal is to have the project completed by Spring, 2015. Mayor Helmer added that the Tourism District is in favor of the project. It was noted that the project will go to a private bid. IFS will manage this bid for the City.

Alderman Higgins moved to approve Item F; seconded by Alderman Williamson. There was unanimous approval.

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

Motion carried 5 – 0

Treasurer Tibbits

- Noted that the Airport Open House will be run on the cable channel. He also said that CEA executives Charlie Priester and Jamie Abbot were invited to speak on the cable channel.

Finance Director Hannon

- Said that City Hall would be open the last two Saturdays in March for vehicles stickers, but added that the need to have City Hall open was mitigated by the fact that so many residents are opting to buy the stickers online.

G. Authorizing contract for OTSD televising services. – **Alderman Styler moved to Approve Item G; seconded by Alderman Ludvigsen. There was unanimous approval.**

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

Motion carried 5 – 0

APPROVAL OF EXPENDITURES

H. Approval of Warrants

General Fund	$130,820.80
MFT Fund	$11,377.30
Palatine/Milwaukee TIF	$17,400.02
Tourism District	
Development Fund	$121.29
DEA Fund	
Solid Waste Fund	
SS Area #1	
SS Area #2	

SS Area #3	
SS Area #4	
SS Area #5	
SS Area #8 – Levee Wall #37	
SS Area-Constr #6 (Water Main)	
SS Area- Debt #6	$450.00
Road Construction	
Road Construction Debt	
Water Fund	$2,818.02
Parking Fund	$1,653.10
Road/Building Bond Escrow	
TOTAL Expenditures	**$164,640.53**
2/6/2015 Payroll	**$120,239.89**
Police Pension Payment	**$24,970.01**
TOTAL WARRANT	**$309,850.43**

City Clerk Adamson read the expenditures.

Alderman Higgins moved to Approve the Total expenditures of $164,640.53, the February 6, 2015 Payroll of $120,239.89, Police Pension Payment of $24,970.01 with a TOTAL WARRANT of $309,850.43; seconded by Alderman Styler. There was unanimous approval.

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

Motion carried 5 – 0

ADJOURNMENT

At 7:20 PM, Alderman Mendez moved to close the Open Session as no further City business was to be voted upon, and go into Closed Session for purposes of discussion of Acquisition of Property. As per the request of the Aldermen Treasurer Tibbits was invited to attend the Closed session. The motion was seconded by Alderman Williamson.

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

Motion carried 5 – 0

Approved by the Prospect Heights City Council on this day, the 9th day of March, 2015.

Nicholas J. Helmer, Mayor

Deputy City Clerk

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