



**CITY OF PROSPECT HEIGHTS
Regular City Council Meeting
July 22 2013**

CALL TO ORDER

The workshop was called to order at 6:30 p.m. by Mayor Helmer at City Hall, 8 North Elmhurst Road, Prospect Heights, Illinois 60070.

ROLL CALL

Present: Mayor Helmer, City Clerk Adamson, Aldermen Styler, Williamson, Higgins, Ludvigsen, Mendez.

A quorum was present. Also present: City Administrator Marrin, City Attorney Zimmermann, Director of Building and Zoning Skiber, Finance Director Hannon, Police Chief Dunne, Assistant to the City Administrator Sabo, Assistant Director of Building and Zoning/Acting Public Works Director Cutaia, and Deputy Clerk Schultheis.

PLEDGE OF ALLEGIANCE – Alderman Mendez asked everyone to rise and join him in the Pledge of Allegiance.

INVOCATION – Deacon Cal Blicke of St. Alphonsus Liguori commented on the success of the Fourth of July Parade. He then provided the invocation.

CLOSED SESSION – At 6:36 PM, Alderman Mendez moved to go into Closed Session to discuss Pending Litigation; seconded by Alderman Styler. Motion carried unanimously.

ROLL CALL: AYES - Higgins, Ludvigsen, Williamson, Mendez, Styler
NAYS - NONE.

Motion carried 5 – 0.

At 7:10 PM, Open Session resumed.

ROLL CALL

Present: Mayor Helmer, Treasurer Tibbits, City Clerk Adamson, Aldermen Styler, Williamson, Higgins, Ludvigsen, Mendez.

RESIDENTS COMMENTS (Agenda Matters)

None.

STAFF AND ELECTED OFFICIALS REPORTS

City Administrator - Anne Marrin – City Administrator Marrin said that the Pre-Construction Meeting for Phase III is scheduled for the morning. Construction is set to begin around August 5, 2013. She said that there would be a meeting next week to set the schedule for the streets that would be receiving construction and maintenance. She added that the schedule would be posted

on the website as soon as it was available. City Administrator Marrin said that WiFi is now available at City Hall and at the Police Department.

Police Chief - Jamie Dunne said that he was pleased to report that the Illinois Department of Transportation in conjunction with Northwestern University "Illinois Traffic Stop Study" showed that the Prospect Heights Police Department showed no bias. Police Chief Dunne said that the Police Department statistics given to the Illinois Uniform Crime Report showed that thefts in the City of Prospect Heights were down 25% from 2011 to 2012.

Director of Building & Zoning - Steve Skiber said that there continues to be an increase in permits this summer and an increase in inspections. He said that there will be an MWRD hosted meeting on August 7th. The meeting would be regarding the Watershed Management Ordinance as it pertains to regional watershed management. Director Skiber said that this is a topic that is very important to the City. Director Skiber said that the Runway 34 rehab of the apron is on schedule as is the Hawthorne site.

City Treasurer - Rich Tibbits - Volunteer Patrick Colvin in the A/V Department has returned to the City after having suffered a leg injury.

City Clerk - Stacey Adamson – No Report.

Aldermen

John Styler - wanted to know how much it would cost the City to remove water bills for vacant properties. Director Skiber said that there are currently only two vacant properties on our water system.

Alderman Styler lauded the new restaurants – Union Ale House and HOME. He said that both were great locations for lunch and dinner.

Patrick Ludvigsen - There was a meeting at HOME with the residents on July 20th to discuss noise issues. Alderman requested that the issue be discussed as NEW BUSINESS. Mayor Helmer concurred.

Scott Williamson - Thanked the A/V volunteers for their volunteer services. He also wanted to address the HOME noise issue under NEW BUSINESS. He noted that there was no downside to noncompliance. He suggested that the liquor license be truncated from two hours from 4AM to 2 AM if HOME did not comply. Alderman Williamson said that the Staff, residents and Council should report overgrown grass in the County areas. Alderman Williamson said that a neighbor complained about a loud rooster. Director Skiber said that a rooster noise complaint is treated the same as a chronic dog complaint. It is investigated and can be cited with the City Code. The City Code does not prohibit roosters and hens.

Bree Higgins – No report.

Luis Mendez – said that Lake Michigan water should be available to the entire City. He would like a citywide referendum.

Finance Director Stephanie Hannon – said that the end of April Financial information was given to the Council. She said that the auditors would have the report in October. The City will be pursuing delinquent vehicle sticker residents.

Airport Board Commissioner Betty Cloud – Hangar 18 (Tin Goose Garage) construction is going well. The Collings Foundation arrives July 25th with a B-17, B-24 and P-51 Mustang. They will be at the Airport all weekend for tours. Civil Air Patrol will be having their dance in Hangar 10 on Saturday, July 27th. The next CEA Board of Directors meeting is Wednesday, August 21st at 6PM. All meetings are on Wednesdays now. The BMW Championship is September 9 – 15th. CEA will be the official corporate airport of the tournament. Acting Airport Director Abbott was informed by the Control Tower to trim and remove bushes from the 94th Aero Squadron. Also, the Control Tower noticed that there were loiterers around the closed property. They were arrested for theft and damage to property.

ADOPTION OF CONSENT AGENDA

A. Approval of Minutes, Regular City Council Meeting, June 24, 2013.

B. Approval of Minutes, City Council Workshop, July 8, 2013.

Alderman Mendez moved to approve the consent agenda as presented, seconded by Alderman Higgins. Motion carried unanimously.

ROLL CALL: AYES - Higgins, Ludvigsen, Williamson, Mendez, Styler
NAYS – NONE.

Motion carried 5 – 0.

APPROVAL OF CONTRACTS

C. Approval of a Contract with Xtivity Solutions for a Police Department Surveillance Network. – Police Chief Dunne said that the Police had originally budgeted for motion-activated, still cameras; but to better meet current and future needs, they were asking for a \$28,852 increase than what was budgeted. Video cameras could be added in seven locations on the east side. These videos would also record activity. There are no recurring payments for the proposal except for future maintenance or replacement. When asked about the cameras being used at mall areas, it was noted by Police Chief Dunne that most retail areas maintained their own video cameras. These cameras would be used in residential areas.

Alderman Mendez made a motion to approve a Contract with Xtivity Solutions for a Police Department Surveillance Network, seconded by Alderman Styler. Motion carried unanimously.

ROLL CALL: AYES - Higgins, Ludvigsen, Williamson, Mendez, Styler
NAYS – NONE.

Motion carried 5 – 0.

LEGISLATION

D. A Resolution Relating to the Semi-Annual Review of Closed Session Minutes. – City Administrator Marrin said that pursuant to the Open Meetings Act, twice each year, the Mayor and City Council are required to determine whether confidentiality still exists for any undisclosed closed session minutes. She said that the recommendation was for the City Council to adopt a resolution finding that the need for confidentiality still existed and that the Clerk should be authorized to destroy Minutes prior to May 21, 2011.

Alderman Higgins made a motion to maintain the Confidentiality of the Closed Session Minutes and not release them to the Public, as well as have the Clerk or Deputy Clerk destroy verbatim records of the Closed Session Meetings prior to May 21, 2011; seconded by Alderman Styler. Motion carried unanimously.

ROLL CALL: AYES – Higgins, Ludvigsen, Williamson, Mendez, Styler
NAYS – NONE.

Motion carried 5 – 0.

E. A Resolution Establishing a Sales Tax Incentive Program for New or Expanded Businesses. – At the recommendation of Mayor Helmer, a five year term was added to the Resolution.

Alderman Mendez moved to approve a Resolution Establishing a Sales Tax Incentive Program for New or Expanded Businesses for a five year term; seconded by Alderman Styler.

Discussion followed. Aldermen discussed shorter terms for the incentive.

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Alderman Higgins moved to amend the motion to a three year term; seconded by Alderman Styler.

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

Motion carried 4 - 1

Alderman Styler moved to Approve Item E as amended; seconded by Alderman Higgins.

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

Motion carried 4 - 1

F. An Ordinance Amending Title 1, Chapter 7 of the Prospect Heights City Code Related to the Compensation of Elected Officers (1st Reading). –

Alderman Mendez moved to Approve the First Reading of Item F. There was no second. The motion died for lack of a second.

I. APPROVAL OF EXPENDITURES

G. Approval of Warrants

General Fund	\$106,240.07
MFT Fund	\$0.00
Palatine/Milwaukee TIF	\$1,263.67
Convention & Visitors Bureau	\$9,451.90
Development Fund	\$820.90
Non-Home Rule Sales Tax Fund	\$0.00
DEA Fund	\$220.00
Solid Waste Fund	\$205.00
SS Area #1	\$180.00
SS Area #2	\$175.00
SS Area #3	\$230.00
SS Area #4	\$175.00
SS Area #5	\$240.00
SS Area #8 – Levee Wall #37	\$215.00
SS Area-Constr #6 (Water Main)	\$340.00
SS Area- Debt #6	\$0.00
Road Construction	\$2,901.50
Water Fund	\$7,755.14
Parking Fund	\$559.52
Road/Building Bond Escrow	\$26,701.40
TOTAL Expenditures	\$157,674.10
Wire Payments, Service Charges, & Payroll	\$182,381.74
TOTAL	\$340,055.84

City Clerk Adamson read out the expenditure totals.

Alderman Higgins moved to approve as presented; seconded by Alderman Ludvigsen for a TOTAL in the amount of \$340,055.84 and wire transfers, service charges, and payroll in the amount of \$182,381.74. The motion was unanimously approved by roll call.

ROLL CALL AYES - Aldermen Styler, Ludvigsen, Mendez, Higgins Williamson

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NAYS - None

Motion carried 5 - 0

RESIDENTS COMMENTS (Non Agenda Matters)

None.

UNFINISHED BUSINESS

- H. Review and Discussion of Republic Proposal for Refuse Services. – There was discussion whether or not to consider an RFP. It was noted that the rates of different municipalities varied greatly. – **No action was taken. Discussion only.**
- I. Discussion and Direction on Limitations for B.Y.O.B, Existing Liquor License Hours, and Liquor License Classifications. – Alderman Ludvigsen said that License and Business Hours were two different items. The Direction of the Board to Staff was to write an Ordinance that would ban BYOB. The Ordinance should be made available for Council Approval by the August Regular City Council Meeting.
- J. Motion to Accept the Baxter & Woodman Final Report for the 2013 Water System Study.

Alderman Mendez moved to Accept the Baxter and Woodman Final Report for the 2013 Water System Study; seconded by Alderman Higgins. The motion was unanimously approved by roll call.

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

Motion carried 5 - 0

NEW BUSINESS

- K. Review and Approval for an RFP for Janitorial Services for City Hall and Police Center. City Administrator Marrin requested Direction to issue an RFP, as the janitorial services and guidelines had been rewritten and updated.

Alderman Styler moved to Approve Item K; seconded by Alderman Higgins. The motion was unanimously approved by voice vote.

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

Motion carried 5 – 0

- L. Discussion of Changing the Economic Business Development Committee to the prospect Heights Merchants Association – Mayor Helmer noted that while the City had 30-plus vacancies, there seemed to be little direction from EBDC on resolutions. It was noted by the Aldermen that there already was a Chamber of Commerce and that the meeting for the EBDC were difficult to attend because of the time of day that they were held. It was also noted that the EBDC had not generated a report with their findings. – **Discussion Only.**

- M. Commitments and Results of HOME Bar Meeting of July 20, 2013 – Mayor Helmer read into record the Actions Taken and Actions in the Future that the HOME Bar had written (EXHIBIT A). It was noted that there had been some progress, but that the issue had been going on for months. The Council sought quicker results, without which there would be ramifications from the City. It was also noted that the HOME Bar still had not consulted with a sound engineer. There was discussion regarding diminishing the hours that the Bar
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was allowed to operate from 4 AM to 2 AM as a way to punish repeat offenses, as well as ticketing any offenses. – **Discussion Only.**

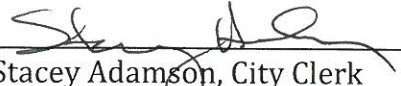
ADJOURNMENT

At 8:26 PM, Alderman Williamson moved to Adjourn; seconded by Alderman Styler. The motion was approved unanimously by roll call.

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

Motion carried 5 - 0

Approved by the Prospect Heights City Council this 26th day of August, 2013.


Stacey Adamson, City Clerk


Nicholas J. Helmer, Mayor

