



**CITY OF PROSPECT HEIGHTS
CITY COUNCIL WORKSHOP AGENDA**

September 9, 2013 – 6:30 p.m.

City Hall

8 North Elmhurst Road

Prospect Heights, IL 60070

Agenda

I. CALL TO ORDER

II. ROLL CALL

III. PRESENTATIONS

- A. Presentation of Affordable Health Care Act-Catherine Loney, GCG Financial.

IV. SCHEDULED BUSINESS

- B. Discussion and Review of a Municipal Bail Fee Ordinance (Chief Dunne).
C. Review and Approval of Replacement and Acquisition of Two Police Vehicles (Chief Dunne).
D. Discussion of Recommendations to address Flooding Issues as Reported by CB Burke Engineering (Alderman Ludvigsen).
E. Discussion of Road and Drainage Issues on Willow Road and Hillcrest (Slough Area) and Update on Contacts and Process (Alderman Williamson).
F. Discussion of Utilizing Tourism Zone Beautification Budget to Hire a Landscape Architect for Conceptual Drawings for the River Road Plan (Alderman Ludvigsen).
G. Discussion of the Creation for the Position of AV Assistant (Alderman Styler).
H. Discussion of Basic Communication between City Staff and the Mayor's Office (Mayor Helmer).

V. APPROVAL OF EXPENDITURES

I. Approval of Warrants

General Fund
MFT Fund

\$65,391.47
\$823.75

Palatine/Milwaukee TIF	\$242.56
Tourism District	\$10,169.85
Development Fund	\$1,172.40
Non-Home Rule Sales Tax Fund	\$0
DEA Fund	\$848.41
Solid Waste Fund	\$33,833.34
SS Area #1	\$47.00
SS Area #2	\$45.00
SS Area #3	\$61.00
SS Area #4	\$46.00
SS Area #5	\$114.56
SS Area #8 – Levee Wall #37	\$163.21
SS Area-Constr #6 (Water Main)	\$89.00
SS Area- Debt #6	\$0
Road Construction	\$483,305.96
Water Fund	\$1,606.32
Parking Fund	\$2,366.60
Road/Building Bond Escrow	\$13,048.80
TOTAL Expenditures	\$613,375.23
Wire Payments, Service Charges, & Payroll	\$266,569.29
TOTAL	\$879,944.52

VI. PUBLIC COMMENT

VII. UNFINISHED BUSINESS

- J. Discussion and Review of Existing Liquor License Hours, and License Classifications (Alderman Ludvigsen).
- K. Discussion of a Land Use Analysis (Alderman Ludvigsen).
- L. Discussion of Alderman Compensation for Fiscal Year 2015 (Alderman Mendez).

VIII. CLOSED SESSION

VII. ADJOURNMENT

Posted: September 5, 2013 4:30pm by Kimberly Trausch, Administrative Assistant

**This meeting will be televised on the following Prospect Heights Cable Channels:
Comcast and WOW Channel 17 and AT&T U-verse Channel 99**



To: Mayor Nicholas J. Helmer, City of Prospect Heights City Council

From: Anne Marrin, City Administrator

Date: September 9, 2013

Re: Administrative Bail Bond Fee

Issue: Chief Dunne has requested a policy to establish guidelines and an ordinance for the application of an Administrative bail bond fee.

Analysis: The Administrative bail bond fee provides a procedure to defray the costs associated with the processing of custodial arrests. The Administrative booking fee is a relatively small cost to be incurred by a arrested person compared to the actual costs associated with processing that arrested person. A portion of that cost should be borne by the subject of the arrest rather than by the City of prospect Heights. Public Act 97-0368 allows municipalities to impose a fee for bail processing against any person arrested for violating city ordinance, State statute, or Federal law in which bond can be posted.

Recommendation: Staff recommends creating an ordinance to impose a \$20.00 administrative processing fee for those persons posting bail or bond on any legal process, civil or criminal or on any bookable arrest, including warrant arrests to be approved at the next Regular City Council Meeting.

Public Act 097-0368

HB1339 Enrolled

LRB097 08551 KMW 48678 b

AN ACT concerning local government.

**Be it enacted by the People of the State of Illinois,
represented in the General Assembly:**

Section 5. The Illinois Municipal Code is amended by adding
Section 1-2-12.1 as follows:

(65 ILCS 5/1-2-12.1 new)

Sec. 1-2-12.1. Municipal bond fees. A municipality may
impose a fee up to \$20 for bail processing against any person
arrested for violating a bailable municipal ordinance or a
State or federal law.

Section 99. Effective date. This Act takes effect upon
becoming law.

— **Effective Date: 8/15/2011** —

VILLAGE OF CARY

ORDINANCE NO. #O12-01-03

AN ORDINANCE AMENDING THE VILLAGE OF CARY
MUNICIPAL CODE, TITLE 10, CHAPTER 10.52
REGARDING MUNICIPAL BOND FEES

ADOPTED BY THE MAYOR AND BOARD OF TRUSTEES
OF THE VILLAGE OF CARY THIS 17TH DAY OF JANUARY, 2012

Published in pamphlet form by
authority of the Mayor and
Board of Trustees of the Village
of Cary, McHenry County, Illinois
this 17th day of January, 2012.

ORDINANCE NO. #O12-01-03

AN ORDINANCE AMENDING THE VILLAGE OF CARY
MUNICIPAL CODE, TITLE 10, CHAPTER 10.52
REGARDING MUNICIPAL BOND FEES

WHEREAS, the Village of Cary regulates vehicles and traffic pursuant to the provisions of the Village of Cary Municipal Code and specifically, but not by way of limitation, Title 10 of said Code; and

WHEREAS, the authority to adopt ordinances and to promulgate rules and regulations relating to ordinance violations in the Village of Cary, as a non-home rule unit of government emanates from the Illinois Municipal Code and specifically, 65 ILCS 5-1-2-1, et. seq.; and

WHEREAS, in addition to the regulation of vehicles and traffic, the Village of Cary enforces municipal ordinance violations and violations of State and federal law pursuant to the authority conferred upon it by the laws and statutes of the United States and of the State of Illinois; and

WHEREAS, the Illinois Municipal Code has been amended to permit a municipality to impose a fee of up to \$20 for bail processing against any person arrested for violating a bailable municipal ordinance or a State or federal law.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Cary as follows:

SECTION 1: Section 10.52.020 of the Village of Cary Municipal Code is amended to add the following: "In addition to any bail required in accordance with the laws of the State of Illinois, or of any other State, or of the United States of America, any person arrested for violating a bailable municipal ordinance or State or federal law, shall pay a fee of \$20.00 for bail processing."

SECTION 2: Any and all provisions of the Village of Cary Municipal Code that are in conflict herewith are repealed.

SECTION 3: This Ordinance shall be in full force and effect from and after its date of passage by the corporate authority and on publication, if required, in accordance with the laws of the State of Illinois.

PASSED THIS 17TH DAY OF JANUARY, 2012.

AYES: Bragg, Chisholm, Dudek, Kaplan, Kraus, Lukasik

NAYS: None

ABSTAIN: None

ABSENT: None

NOT VOTING: None

APPROVED THIS 17TH DAY OF JANUARY, 2012.

Tom A. Klein
MAYOR

ATTEST:

Nancy Bragg
VILLAGE CLERK

- C. The fee shall not be charged to persons who are transported to the County Jail due to their inability to post bail at Cary PD.
- D. The \$20.00 bail fee shall be kept separate from all other bond fees associated with the arrest.
- E. Officers shall inform the arrestee of their bail amount, based on the charges present and also inform the arrestee that there is an additional \$20.00 fee, payable in cash.
 - a. If the arrestee can post cash bail, officers will complete the cash bail procedure as they normally would, providing the arrestee a copy of their bail receipt.
 - b. Officers will then complete a Cary Police Municipal Bail Payment Notice (see attachment A) top portion, and take \$20.00 for the bail fee.
 - c. Officers will make a copy of the Notice, give the original to the arrestee, staple the \$20.00 to the copy and drop the copy and cash in the same drop area as the cash bonds.
 - d. Officers will note in narrative form in their arrest report, that the arrestee posted the required bail as well as the required bail fee.
- F. If the Arrestee is able to post the required bond for the charges, but is unable to post the additional \$20.00 bail fee, the officer release the arrestee on bond and will complete the bottom portion of the Cary Police Municipal Bail Payment Notice and advise the arrestee that the \$20.00 bail fee is required to be paid and must be paid within ten (10) working days – payable at the police department. The officer will give the original Notice to the arrestee and place a copy in the Records Supervisor's mailbox.
- G. The officer will note in narrative form in their arrest report, that the arrestee was unable to post the required Municipal Bail Fee and was provided with the Notice, noting the payment due.
- H. If the arrestee is unable to post cash bail on the charges, but does have the \$20.00 bail fee, and is also eligible to be released on an I-Bond, officers will collect the \$20.00 bail fee as noted above, and release the arrestee on an I-Bond.

V. RECORDS SECTION RESPONSIBILITY

- A. The Records Section Supervisor, or designee, shall ensure that each submitted Municipal Bail Payment Notice has been completed correctly and has the appropriate funds attached.
- B. The Supervisor shall forward each Notice, with cash attached, to the Village of Cary Finance Department, in person.
- C. The Supervisor shall maintain a file of unpaid notices, accessible to other Records or sworn personnel, should the arrestee return to make payment.

- D. All unpaid notices, after 30 days, shall be forwarded to the Finance Department.
- E. The Finance Department may invoice the arrestee for the payment due to the Village.

By Order Of:

Steven R. Casstevens
Chief of Police

DISTRIBUTION: All Personnel

This Order supersedes all previous Orders or Policies of this topic.



Municipal Bail Payment Notice

Name of Defendant: (print) _____

Address: _____

Phone: _____ Date: _____

Case #: _____ Officer: _____

BAIL PAYMENT POSTED



The Cary Police Department acknowledges receipt of payment of the \$20.00 Municipal Bail Fee from above defendant.

Received by: _____ Badge/ID # _____

BAIL PAYMENT NOT POSTED



The Cary Police Department acknowledges that you have not posted the \$20.00 Municipal Bail Fee as required by State law and Cary Village Ordinance. You are hereby served with this notice of failure to post the fee at the time of your arrest. **You must pay the fee indicated to the Cary Police Department no later than ten (10) business days from the date of this notice.** This notice constitutes a debt owed to the Village of Cary and the Village may seek to obtain judgment on this debt and enforce such judgment as allowed by law.

This fee may be paid in person or by mail, to the address listed below. Checks should be made payable to Village of Cary. Payment should note the name of the defendant and the case # listed above.

Village of Cary Police
654 Village Hall Drive
Cary, IL 60013

Attachment A

Prospect Heights Police Department

James J. Dunne • Chief of Police

C

TO: Anne Marrin, City Administrator

FROM: Chief James J. Dunne

DATE: August 23, 2013

SUBJECT: **POLICE VEHICLES – ACQUISITION APPROVAL FROM CITY COUNCIL**

Included in our 2013-14 fiscal plan is the replacement of two police vehicles. Funds for this procurement will come from The City of Prospect Heights Reserve for Capital Replacement Fund established several years ago, recently infused with additional funding from the Tourism District.

Vehicle 1: 2013 Ford Interceptor Utility vehicle. All Wheel Drive. Cost \$26,629.00
Replaces unit 602, a 2010 Ford Crown Victoria with 88,000 miles. The former 602 will be retained as a pool car. The former pool car, 692, a 2006 Crown Victoria with approximately 100K miles will be auctioned.

Vehicle 2: 2013 Ford Interceptor Utility vehicle. All Wheel Drive. Cost \$26,629.00
Replaces unit 609, a 2007 Ford Crown Victoria with 109,000 miles. The former 609 will be auctioned.

Both of these vehicles will be utilized by the patrol division and will be completely marked in identical fashion as our current fleet. The anticipated delivery date is twelve to sixteen weeks from the time an order is placed.

The vehicles that are being replaced have been offered to other city departments. Because of their age and wear and tear that offer was declined so they will be sold at public auction.

I am requesting a bid waiver for this purchase. We will be purchasing these vehicles through the *Suburban Purchasing Cooperative* which has obtained pricing from Currie Motors.

The vehicle conversions will take place with our current vendor, MPC of Glenview. I am engaged in ongoing meetings with MPC and our staff to determine the equipment requirements for these new vehicles. Light bars, computers and many expensive components will be transferable. The police markings will be put on the vehicles by our current vendor, Suburban Accents of Rolling Meadows. Funding for the conversions are budgeted.

PD13-0823

City of Prospect Heights
Accounts Payable
8 N Elmhurst Rd
Prospect Heights, IL 60070

	8 N. Elmhurst Rd
X	14 E. Camp McDonald Rd
	401 Piper Lane
	8 N. Elmhurst Rd, Suite 1000

City Hall
Police Dept.
Public Works
CVB

Tax Exempt # 9975-7745-06

Police

Dunne

3

[illegible]

815-464-7500

Total Cost

\$ 25,629.00

1

51,258.00

TOTAL AMOUNT

Date _____

James J. Dunne

James J. Dunne

Anne Martin

Mayor

Received By



To: Anne Marrin, City Administrator

From: James H. Johnson, P.E., City Engineer

Date: August 1, 2013

Re: Drainage Studies - Update

Christopher B. Burke Engineering, Ltd (CBBEL) issued final reports for the five study areas. Following is a summary of activities to date and recommendations for each study area:

Lake Claire/Shires Pond

CBBEL recommended the following:

1. Televising both the 24 inch system and the Shires Pond drainage system within the pond limits.
2. Replace the restrictor at Lake Claire to one that is less subject to clogging, and investigate the possibility of relocating this restrictor further downstream should be discussed with MWRDGC.
3. Field survey the overland flow to the north of Lake Claire.
4. Perform hydrologic and hydraulic modeling to optimize both ponds.
5. Make improvements based on Item 4 results.

I recommend that the City retain the service of an engineering firm to survey the area and perform the modeling. This will provide a comprehensive look at the situation, and identify improvements. The estimated cost is \$55,000

Eastside TIF

The primary recommendations from CBBEL are to televise and clean the storm system, and allow for the completion of Levee 37 before proceeding with other potential improvements. The City cleaned and televised the system and has seen noticeable improvements. I recommend that no further action be taken in this area until the completion of Levee 37.



Dorsett Street

The City installed the recommended short-term improvements recommended by CBBEL, and there has been a noticeable improvement in the drainage situation. I don't recommend proceeding with the long-term recommendations as they are costly and regulatory approval is questionable. Available funds for drainage improvements should be used on other City projects with higher priorities.

Arlington Countryside

The short-term recommendations from CBBEL are being implemented as part of the Roads Program. The most significant recommendation requires land acquisition and regional storage. This is costly - \$1.8MM not including land acquisition. I recommend that the City Council consider regional storage after the current improvements are completed and evaluated.

Elm Street/Willow Road

As part of the 2012 Roads program, the City addressed the immediate problem at Olive and Elm. Less intense storms are no longer inundating the residence. The next two recommendations from CBBEL are to replace the drainage tile under Elm Street and in the rear yards of the houses at the southeast corner of Elm and Willow. The total estimated cost for these improvements is \$310,000. I recommend that the City procure the services of an engineering firm to prepare the design for the improvements noted.

In summary, I recommend that the City issue an RFP for engineering services to perform the noted services in the Lake Claire and Elm/Willow areas.

MEMORANDUM

RECOMMENDATIONS

Based on this analysis, CBBEL presents the pros and cons of each alternative, and provides estimated costs and a recommendation.

TABLE 3
Lake Claire/Shires Pond Flooding Problem Area
Alternatives Analysis Summary

Alternative	Description	Pros	Cons
1	Televis and clean the 24 inch sewer that drains Lake Claire	- Can be performed by City staff - Results would determine if additional investigations are necessary	May not address the problem at Lake Claire
2	Replace the restrictor at Lake Claire	- Would be subject to less clogging - May decrease inundation times - Cost-effective	- Will not eliminate flooding or level of inundation for large storm events - Will require permit from MWRDGC
3	Televis the Shires Pond system with the pond limits	Will verify that the system was constructed according to plans	(none)
4	Replace or repair the emergency overflow structure at Shires Pond	Will restore design conditions	(none)
5	Perform hydrologic and hydraulic modeling to optimize the use of both ponds	- Will determine if additional improvements beyond those described above can be made to optimize the use of both ponds - If optimization is possible, the Lake Claire elevations would be lowered for typical storm events	- Will require MWRGC concept approval that such improvements would be acceptable based on the modeling - An additional cost to perform the study - Improvements may effect better functioning for moderate storm events, but may not improve large storm events
6	(After modeling) Alternative 4 <i>plus</i> reroute 24 inch from Lake Claire into Shires Pond and modify restrictor	Will optimize the use of both ponds	- Will require MWRDGC permit - Improvements may effect better functioning for moderate storm events, but may not improve large storm events

Table 4 below provides a summary of conceptual cost estimates associated with each of the above alternatives. The detailed conceptual cost estimates can be found under Attachment 2.



MEMORANDUM

TABLE 4
Lake Claire/Shires Pond Flooding Problem Area
Alternatives Analysis Cost Summary

Alternative	Description	Estimated Cost
1	Televis and clean the 24 inch sewer that drains Lake Claire	\$14,000
2	Replace the restrictor at Lake Claire	\$13,000
3	Televis the Shires Pond system with the pond limits	\$3,000
4	Replace or repair the emergency overflow structure at Shires Pond	\$60,000
5	Perform hydrologic and hydraulic modeling to optimize the use of both ponds	\$35,000
6	(After modeling) Alternative 4 <i>plus</i> reroute 24 inch from Lake Claire into Shires Pond and modify restrictor	\$77,000

Based on the above, CBEL recommends the following:

- The City should televis both the 24 inch system and the Shires Pond drainage system within the pond limits. The results of this study would suggest further action.
- The City should replace the restrictor at Lake Claire to one that is less subject to clogging. The possibility of relocating this restrictor further downstream should be discussed with MWRDGC. This relocation may improve the functioning while substantially maintaining the existing flow rates, although the modeling recommended under Alternative 5 may be necessary to determine an optimal location.
- The City should field survey the overland flow to the north of Lake Claire. The results of this survey may suggest whether minor improvements can be made to this overland route to reduce flooding when the lake exceeds its design HWL.



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- Alternative 5 is only recommended after the televising tasks, and the City should meet with MWRDGC staff prior to authorizing any modeling to proceed to confirm their conceptual agreement. If this alternative is selected for further investigation, then the overland flow route for the Shires Pond should be field surveyed, including the adjacent homes. Although this overland flow route is not reportedly flooded during large events because the Shires Pond does not overtop, any solution should include the limitations of this overland flow route.
- Alternative 6 would only be recommended after the modeling under Alternative 5 is performed and the benefits can be quantified. Alternative 6 is recommended as a long term solution to the flooding at Lake Claire.

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MEMORANDUM

added parallel to the existing storm sewer, and the Old Willow Falls basin needs to be enlarged. The extent of this basin expansion would be expected to be significant.

RECOMMENDATIONS

Based on this analysis, CBBEL presents the pros and cons of each alternative, and provides estimated costs and a recommendation.

TABLE 2
Eastside TIF Flooding Problem Area
Alternatives Analysis Summary

Alternative	Description	Pros	Cons
1	Televise and clean the sewer system that drains into the Willow Woods West Detention Facility	• Cost effective • May substantially reduce flooding within the Willow Woods area • Least impact to residential properties	• Will not solve flooding in other areas
2	Provide additional storage at the Willow Trails Park	• May lower the flooding levels for smaller storms • Will decrease inundation times • Least impact to residential properties	• Will not eliminate flooding or level of inundation for large storm events • Will require coordination with the Park District • Park will be subject to more water inundation
3	Lower 48 inch outlet at the Willow Woods West Detention Facility by about 1 foot and dredge the pond	• May lower the flooding levels for smaller storms • Will decrease inundation times • Least impact to residential properties	• Will not eliminate flooding or level of inundation for large storm events • Will require coordination and agreement from the Village of Mount Prospect • Will require modeling
4	Create storage at the wooded vacant lot west of Excel Inn	• May lower the flooding levels for smaller storms • Will decrease inundation times • Least impact to residential properties	• Will not eliminate flooding or level of inundation for large storm events • Will require land acquisition • Tree screening will be eliminated
5	Deepen the Old Willow Falls detention basin and add a pump station	• May lower the flooding levels for smaller storms • Will decrease inundation times	• Will not eliminate flooding or level of inundation for large storm events • Will mainly alleviate flooding at Old Willow Falls and Willow Heights • Will require authorization from the Old Willow Falls residents • Relatively high cost



MEMORANDUM

Table 3 below provides a summary of conceptual cost estimates associated with each of the above alternatives. The detailed conceptual cost estimates can be found under Attachment 2.

TABLE 3
Eastside TIF Flooding Problem Area
Alternatives Analysis Cost Summary

Alternative	Description	Estimated Cost
1	Televise and clean the sewer system that drains into the Willow Woods West Detention Facility	\$13,100
2	Provide additional storage at the Willow Trails Park	\$570,000
3	Lower 48 inch outlet at the Willow Woods West Detention Facility by about 1 foot and dredge the pond	\$170,000
4	Create storage at the wooded vacant lot west of Excel Inn	\$420,000
5	Deepen the Old Willow Falls detention basin and add a pump station	\$2,170,000

Based on this analysis, CBBEL recommends that:

- The City should allow the Levee 37 project to be completed so that the full benefits to the storm sewer system can be observed during significant events.
- The City should regularly maintain the 36"-48" storm sewer system.
- The City should explore adding stormwater storage, such as Alternatives 2 and 4, as described above to further reduce parking lot flooding.

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MEMORANDUM

RECOMMENDATIONS

Based on this analysis, CBBEL presents the pros and cons of each alternative, and provides estimated costs and a recommendation.

TABLE 3
Dorset Street Study Area
Alternatives Analysis Summary

Alternative	Description	Pros	Cons
1	Storm sewer in-kind replacement and sewer extensions	• Cost-effective • No work outside City ROW (unless the private drain system is also improved) • Will decrease amount of time road and properties are flooded • Can be implemented this year with the road program • Ditches will add some storage	• Will not eliminate flooding or level of inundation for large storm events • If the storm sewer between 403 and 405 Dorset Street and 402 and 404 Olive Street is not contained in easements, then agreements to replace this section will need to be obtained • Drainage easements may be required for the ditches • Due to the slopes, the ditches would remain wet longer than the other frontyard areas
2	Alternative 1 <i>plus</i> create 2 storage basins along the backyards	• Will decrease amount of time road is flooded • Will lower the flooding levels	• Will flood the backyards of more properties, but in dedicated drainage easements • Will require a significant number of drainage easements • Will likely require all affected residents to agree on the project
3	Alternative 1 <i>plus</i> storm sewer upgrade (enlargement) and storage creation	• Will significantly reduce flooding in Dorset Street and adjacent areas	• Larger cost project • Will require work outside City ROW • Detailed modeling will be necessary to properly size sewer and storage to not have downstream impacts • Would likely require permits from federal and state agencies for work in the Old Orchard Golf Course • Funding, agreements with the County, and permits all imply a long-term implementation time frame (at least over 1 year)

Table 4 below provides a summary of conceptual cost estimates associated with each of the above alternatives. The detailed conceptual cost estimates can be found under Attachment 2.



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MEMORANDUM

TABLE 4
Dorset Street Study Area
Alternatives Analysis Cost Summary

Alternative	Description	Estimated Cost
1	Storm sewer in-kind replacement and sewer extensions	\$460,000
2	Alternative 2 <i>plus</i> create 2 storage basins along the backyards	\$1,320,000
3	Alternative 1 <i>plus</i> storm sewer upgrade (enlargement) and storage creation	\$2,430,000

Based on the above, CBBEL recommends Alternative 1 be completed as part of the 2012 Road Bond program, and that Alternative 2 be explored with the residents.

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RECOMMENDATIONS

Based on this analysis, CBEL presents the pros and cons of each alternative, and provides estimated costs and a recommendation.

TABLE 3
Arlington Countryside Flooding Problem Area
Alternatives Analysis Summary

Alternative	Description	Pros	Cons
1	Conveyance improvements from Arlington Countryside to Camp McDonald Road, and storage creation along Tributary A	• May substantially reduce flooding within Arlington Countryside, depending on the level of protection • Least impact to residential properties	• Will require mitigating storage within Tributary A • Will require CCHD and IDOT permits
2	Pump flows into Arlington Heights and/or IDOT storm sewer system	• May lower the flooding levels for smaller storms • Will decrease inundation times • Least impact to residential properties	• Will not eliminate flooding or level of inundation for large storm events • Will require permit from IDOT and Arlington Heights
3	Storage Creation within Arlington Countryside (no pumping)	• May lower the flooding levels for smaller storms • Will decrease inundation times	• Will not eliminate flooding or level of inundation for large storm events • Will require drainage easements • Less benefits than alternative with pumping
3A	Storage Creation between Forrest and Stratford Countryside (no pumping)	• To be done as a first phase of more improvements as funds become available • May lower the flooding levels for small storms in this area only	• Will not eliminate flooding or level of inundation for large storm events • Limited benefit
4	Storage creation within Arlington Countryside (with pumping)	• May lower the flooding levels for smaller storms • Will decrease inundation times	• Will not eliminate flooding or level of inundation for large storm events • Will require drainage easements • Pump station is a significant cost
4A	Alternative 2 plus Alternative 3A with a deeper basin with retaining walls	• May lower the flooding levels for smaller storms • Will decrease inundation times	• Will not eliminate flooding or level of inundation for large storm events • Will require permit from IDOT and Arlington Heights • Retaining walls adjacent to residential properties

MEMORANDUM

Table 4 below provides a summary of conceptual cost estimates associated with each of the above alternatives. The detailed conceptual cost estimates can be found under Attachment 2.

TABLE 4
Arlington Countryside Flooding Problem Area
Alternatives Analysis Cost Summary

Alternative	Description	Estimated Cost
1	Conveyance improvements from Arlington Countryside to Camp McDonald Road, and storage creation along Tributary A	\$3,130,000
2	Pump flows into Arlington Heights and/or IDOT storm sewer system	\$670,000
3	Storage Creation within Arlington Countryside (no pumping)	\$1,250,000
3A	Storage Creation between Forrest and Stratford Countryside (no pumping)	\$390,000
4	Storage creation within Arlington Countryside (with pumping)	\$1,760,000
4A	Alternative 2 <i>plus</i> Alternative 3A with a deeper basin with retaining walls	\$1,860,000

Based on the above, CBBEL recommends the following:

- The City should meet with IDOT to discuss pumping to their system for Alternative 2 and 4; and also to discuss the feasibility of installing a large storm sewer under Alternative 1. This meeting would establish the constraints that the City will need to conform to in performing detailed modeling.
- The City should meet with CCHD to discuss the possibility of installing a large storm sewer under Alternative 1. This meeting would establish the constraints that the City will need to conform to in performing detailed modeling, and developing Alternative 1 further.
- The City should meet with Arlington Heights to discuss the possibility of a pump station to their system. Historically, the Village has allowed the City to pump water given certain constraints.



MEMORANDUM

- The City should conduct public meetings with the Arlington Countryside residents to determine whether they are amenable to creating storage areas in their backyards. At this point, it is anticipated that all four storage areas described above would be necessary given the limited space and ability to go deep.
- Alternative 1 requires additional detailed preliminary engineering analyses, including a large modeling effort to develop a solution that does not flood other City properties. It requires the highest level of stakeholder coordination. It is suggested that the City attempt the above steps first prior to committing resources to Alternative 1. As a first step to this, it is recommended that the City meet with the Mount Prospect Park District to discuss how much of the Old Orchard Country Club can be disturbed to create additional storage. Finding locations to create storage downstream is anticipated to be challenging.
- Alternative 3A is the least cost alternative and would only benefit the flooding at Forrest Avenue for smaller storms. However, this could be considered a first phase of storage creation as part of a larger improvement alternative as funds become available. As such, Alternative 3A is a cost effective first step in alleviating some of the flooding in the Forrest Avenue low area.
- Alternative 4A would maximize the storage of Alternative 3A by excavating deeper and pumping it out. However, retaining walls would be necessary.

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RECOMMENDATIONS

Based on this analysis, CBBEL presents the pros and cons of each alternative, and provides estimated costs and a recommendation.

TABLE 3
Elm Street & Willow Road Flooding Problem Area
Alternatives Analysis Summary

Alternative	Description	Pros	Cons
1	Replace field tile under Elm Street and within 111 Willow Road	• Cost-effective • Work limited to City ROW and 111 Willow Road • Can be implemented this year with the road program	• Will not eliminate flooding or level of inundation for any storm events • Drainage easements may be required for the replaced drain tile within 111 Willow Road
2	Replace field tile from west of Elm Street to Willow & Pine structure	• Will decrease amount of time road is flooded • May lower the flooding levels for smaller storms	• Will not eliminate flooding or level of inundation for large storm events • Will require drainage easements • Will likely require all affected residents to agree on the project • Will require permit from CCHD
3	Alternative 1 <i>plus</i> relief sewer along Elm St to Willow Rd, and lowering Willow sewer or install pump station	• Will decrease amount of time road is flooded • May lower the flooding levels for smaller storms	• Will not eliminate flooding or level of inundation for large storm events • Will require drainage easements • Will require permit from CCHD • Pump station is a significant cost
4	Alternative 1 & 2, <i>plus</i> excavating the backyards for more storage	• Will decrease amount of time road is flooded • May lower the flooding levels for larger storms	• Will not eliminate flooding, but may lower level of inundation for large storm events • Will require drainage easements • Will likely require all affected residents to agree on the project • Will require permit from CCHD
5	Replace entire drain tile system	• Will significantly reduce flooding	• Larger cost project • Will require work outside City ROW • Detailed modeling will be necessary to properly size sewer and storage to not have downstream impacts • Would likely require permits from federal and state agencies • Funding, agreements with CCHD, and permits all imply a long-term implementation time frame (at least over 1 year)

MEMORANDUM

Table 4 below provides a summary of conceptual cost estimates associated with each of the above alternatives. The detailed conceptual cost estimates can be found under Attachment 2.

TABLE 4
Elm Street & Willow Road Flooding Problem Area
Alternatives Analysis Cost Summary

Alternative	Description	Estimate Cost
1	Replace field tile under Elm Street and within 111 Willow Road	\$83,000
2	Replace field tile from west of Elm Street to Willow & Pine structure	\$225,000
3	Alternative 1 <i>plus</i> relief sewer along Elm St to Willow Rd, and lowering Willow sewer or install pump station	\$565,000
4	Alternative 1 & 2, <i>plus</i> excavating the backyards for more storage	\$635,000
5	Replace entire drain tile system	\$952,000

Based on the above, CBBEL recommends Alternative 1 be completed as part of the 2012 Road Bond program, and that Alternative 2 be explored with the residents.

ELG/ E:\Word\MEMOS\2012\M 11-412 Prospect Heights Elm and Willow Area 091812.docx



CHRISTOPHER B. BURKE ENGINEERING, LTD.

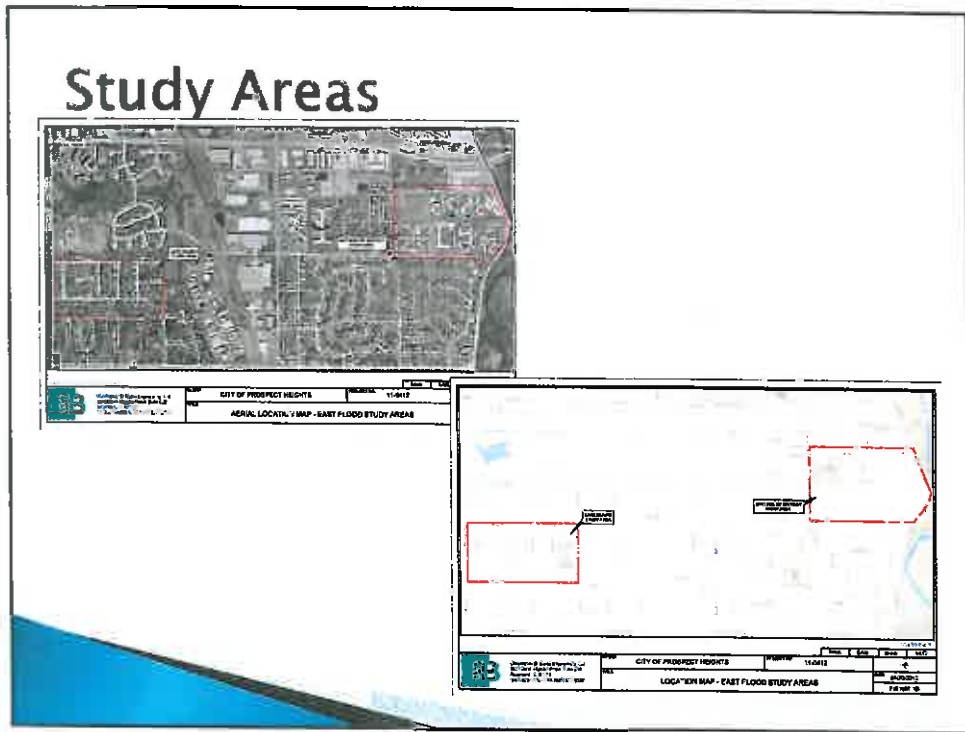
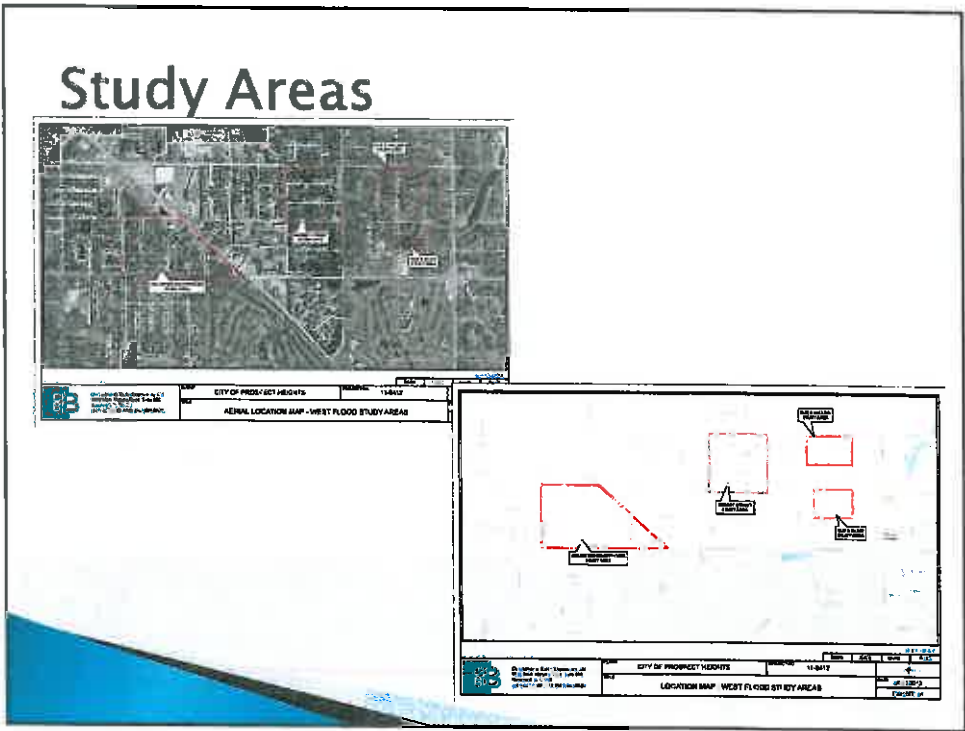
9575 W Higgins Road, Suite 600 Rosemont, Illinois 60018-4920 Tel (847) 823-0500 Fax (847) 823-0520

City of Prospect Heights

Drainage Studies
September 2012

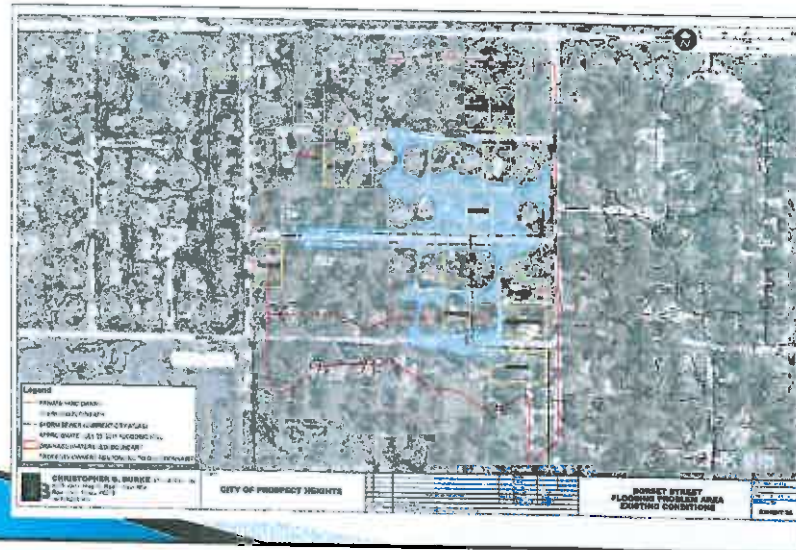
Background

- ▶ CBBEL
 - Dorset
 - Arlington/Countryside
 - Lake Clarie
 - Eastside TIF
 - Elm/Willow
- ▶ CPH
 - Cleaning and Televising



Dorset

► Study Area



Dorset

► Historic Drainage Area

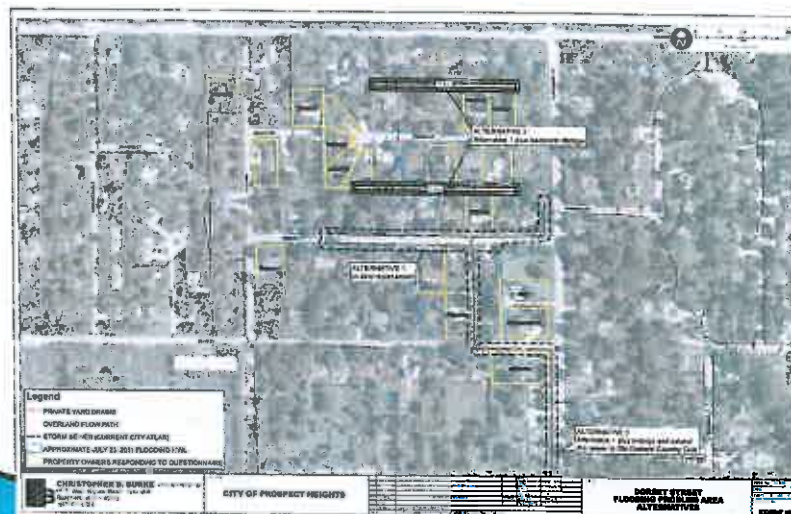


Dorset

- ▶ **Stormwater Deficiencies**
 - Flooding Area in a "Bowl"
 - Insufficient Capacity
 - No Dedicated Overland Flow
- ▶ **Recommendations**
 - Storm Sewer Replacement and Extension
 - Create Detention Basins
 - Storm Sewer Upgrade

Dorset

- ▶ **Recommendations**



Arlington/Countryside

► Study Area



Arlington/Countryside

► Historic Drainage Area



Arlington/Countryside

- ▶ **Stormwater Deficiencies**
 - Flooding Area in a "Bowl"
 - Outlet Restriction (i.e., Rand 18-inch)
 - No Dedicated Overland Flow
- ▶ **Recommendations**
 - External Conveyance Improvements
 - Pump Flows to External Sewers
 - Create Detention Basins
 - w/ and w/o pumping

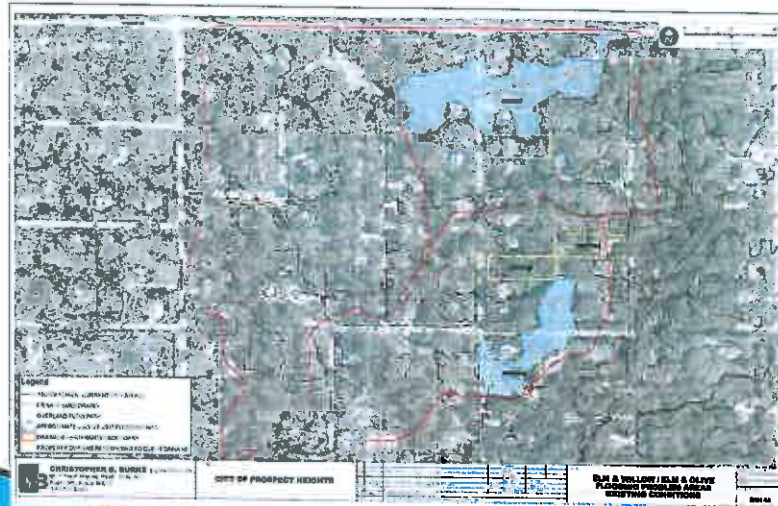
Arlington/Countryside

▶ Recommendations



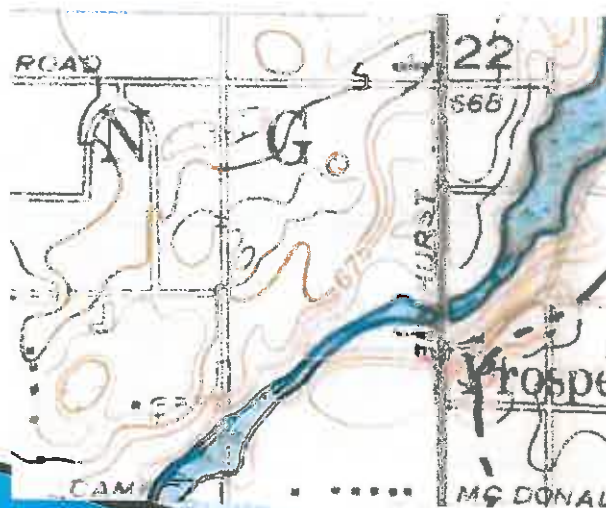
Elm/Willow

Study Area



Elm/Willow

Historic Drainage Area



Elm/Willow

- ▶ **Stormwater Deficiencies**
 - Flooding Area in a “Bowl”
 - Storm Sewer vs. Drain Tile
 - Insufficient Outlet Capacity
 - No Dedicated Overland Flow
- ▶ **Recommendations**
 - Replace Field Tile
 - Install Relief Sewer
 - Create Detention Basins
 - Replace Drain Tiles

Elm/Willow

- ## ▶ Recommendations



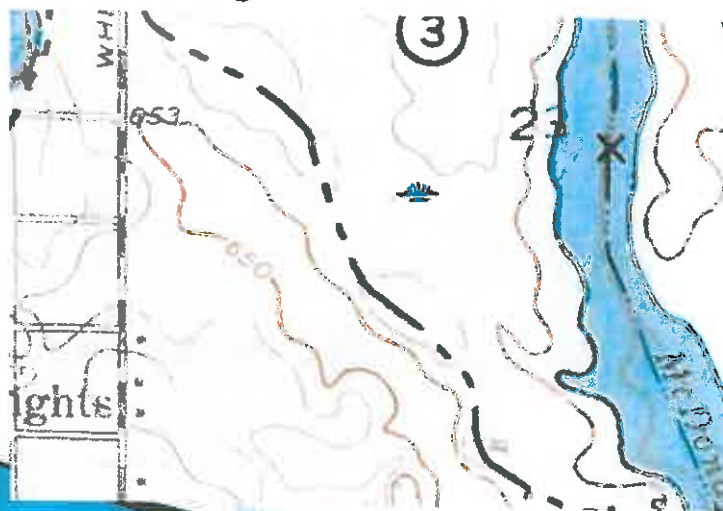
Lake Claire

Study Area



Lake Claire

Historic Drainage Area



Lake Claire

- ▶ **Stormwater Deficiencies**
 - Lake Claire Operation
 - Restrictor
 - Blockage
 - No Dedicated Overland Flow
- ▶ **Recommendations**
 - Clean and Televise Sewers
 - Replace Restrictor
 - Repair/Replace Overflow Structures
 - Optimize Ponds

Lake Claire

- ▶ **Recommendations**



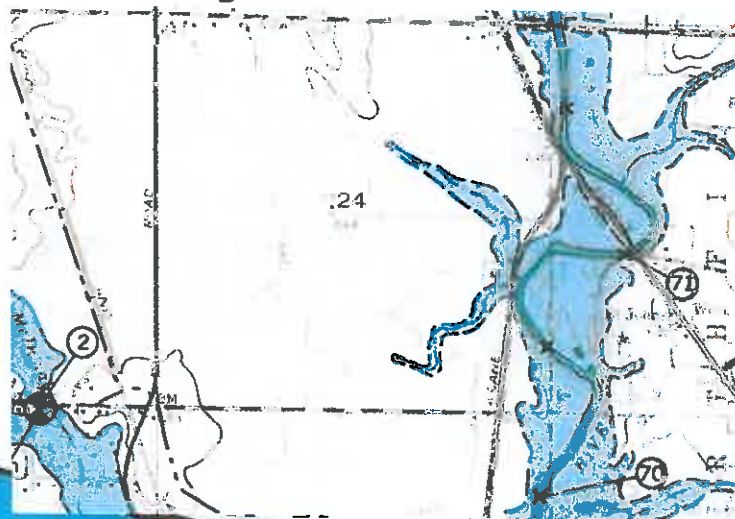
Eastside TIF

► Study Area



Eastside TIF

► Historic Drainage Area



Eastside TIF

- ▶ Stormwater Deficiencies
 - Impervious Watershed
 - Restricted Outflows
 - Floodplain
 - Willow Road Outlet
- ▶ Recommendations
 - Levee 37
 - Operation and Maintenance
 - Additional Storage

Eastside TIF

- ▶ Recommendations



Next Steps

- ▶ Presentation to Committee
- ▶ Detailed Staff Review
- ▶ Prepare Capital Improvement Program

Work shop discussion topic

Remuneration to be paid to Patrick Colvin.

He has certainly proven his worth to our AV department.

I feel he should be asked to contribute a minimum 16 of hours per week and receive a minimum of \$1,200 per month.

That is less than \$20 an hour and well worth the importance of his contribution to our AV department.



To: Mayor Nicholas J. Helmer, City of Prospect Heights City Council

From: Anne Marrin, City Administrator

Date: September 9, 2013

Re: Discussion of Elected Officials Compensation FY 2015

Issue: Alderman Mendez has requested a review of elected official compensation. Attached is a list of surrounding communities and their amounts for your review.

Analysis: It has been suggested that we also review the Airport Board compensation and align with those amounts. They would be as follows:

<u>Position</u>	<u>Monthly Stipend</u>	<u>Special Meeting Stipend</u>
Mayor	\$300	\$100
Alderman	\$150	\$100

(Reference: CEA-IGA –4.F. Compensation of Board Members-page 14).

Recommendation: Staff recommends a review of the data and information and awaits direction on how to proceed. It is also recommended to address this during the Budget Workshop for the Fiscal Year 2014-2015. As a reminder per the state code; 50 ILCS 145/2: 65 ILCS 5/3.1-50-10; "Compensation of elected officials, including those of home-rule units, must be fixed by ordinance at least 180 days before the beginning of the terms of the officials whose compensation is to be fixed."

VILLAGES	MAYOR (Elected Position)	MAYOR'S SALARY	ELECTED TRUSTEE (OR COMPARABLE POSITION)
ROSEMONT	MAYOR & LIQUOR COMM.	\$110,000 (M) \$15,000 (LC)	6 TRUSTEES \$30,000
WEST CHICAGO	MAYOR	\$15,000	15 ALDERMAN \$50 A MEETING
BARRINGTON	VILLAGE PRES. & LIQUOR COMM.	\$4500	6 TRUSTEES \$1200
NILES	YES	\$4500	6 TRUSTEES \$2500
ROSELLE	MAYOR & LIQUOR COMM.	\$10,000 (M) \$2,000(LC) +\$25/HR FOR OUTSIDE MEETINGS CAPPED @ \$10,000	6 TRUSTEES \$5796
WAUKEGAN	MAYOR	\$118,502	9 ALDERMAN \$22,000
NORTHFIELD	VILLAGE PRES.	NO SALARY	6 TRUSTEES NO SALARY
WHEELING	VILLAGE PRES.	\$11,000	6 TRUSTEES \$6000
ARLINGTON HEIGHTS	VILLAGE PRES.	NO SALARY	8 TRUSTEES \$2800.
GLEN ELLYN	VILLAGE PRES.	\$600	6 TRUSTEES \$5000

FOX LAKE	MAYOR & LIQUOR COMM.	\$15,000 + \$100(LC) + \$100 EACH LC HEARING	6 TRUSTEES \$4800
HUNTLEY	PRES. OF BOARD	\$15,000	6TRUSTEES \$100/MTG. @ 4 A MONTH
HAWTHORNE WOODS	MAYOR	NO SALARY	6 TRUSTEES NO SALARY
NORTHLAKE	MAYOR	\$68,000.	8 ALDERMAN \$12,000
NAPERVILLE	MAYOR& LIQUOR COMM.	\$29,802	8 COUNCIL MEM. \$12,207
GURNEE	MAYOR	\$12,000	6 TRUSTEES \$3600
LAKE IN THE HILLS	PRES. OF BOARD	\$1100/MONTH	6 TRUSTEES \$125 MTG.
MONTGOMERY	VILLAGE PRES.	\$800/MONTH	6 TRUSTEES \$600/MONTH
LA GRANGE	VILLAGE PRES.	\$3600	6 TRUSTEES NO SALARY
LINCOLNWOOD	VILLAGE PRES.	\$20,000	6 TRUSTEES \$3000
JOLIET	MAYOR	\$33,250	8 COUNCILMAN \$19,000
DES PLAINES	MAYOR	\$9,600/YEAR+ BENEFITS	8 ALDERMAN \$3,000/YEAR + BENEFITS
SKOKIE	MAYOR	\$32,200	6 TRUSTEES \$8,760
LAKE FOREST	MAYOR TERM LIMITS 2 CONS -2 YR TERMS	\$10 A YEAR	8 ALDERMAN NO SALARY TERM LIMITS 3 CONS 3 YR TERMS

SYCAMORE	MAYOR & LIQUOR COMM.	\$18,000(M) + \$2,000 (LC)	8 CITY COUNCIL MEM. \$4800
WOODSTOCK	MAYOR & LIQUOR COMM.	\$12,000	6 COUNCILMAN \$6000
OAK BROOK	VILLAGE PRES.	\$40/MEETING	6 TRUSTEES \$40/ MEETING
VERNON HILLS	VILLAGE PRES.	\$10,240	6 TRUSTEES \$5827
GLENVIEW	VILLAGE PRES.	\$3600	6 TRUSTEES \$900
		\$1200 (LC) + \$21,810 (VP) + \$8315 CAR ALLOW.+ \$75 PER MEETING(140-150)	6 TRUSTEES \$1200 +\$75 PER MEETING(100)
SCHAUMBURG	VILLAGE PRES.		6 TRUSTEES \$7200 + \$1000(LC)
HOFFMAN ESTATES	MAYOR & LIQUOR COMM.	\$24,000(M) \$7200 SPECIAL PAY \$9600 (LC)	12 ALDERMAN
AURORA	MAYOR		6 TRUSTEES
STREAMWOOD	VILLAGE PRES.	\$8000	\$2500

***** ALL SALARIES ARE PER YEAR UNLESS STATED OTHERWISE

4.F. Compensation of Board Members

~~1.~~ The Chairman shall receive a monthly stipend of \$300 and an additional \$100 for each regular monthly Board meeting attended (special meetings shall not be compensated), and the appointed Members of the Board ~~(but not the City Administrator or Village Manager)~~ shall receive a monthly stipend of \$150 and an additional \$100 for each regular Board meeting attended, so long as they hold such office, unless otherwise prohibited by law. The Chairman and Members shall be entitled to reimbursement for all expenses reasonably incurred in carrying out the duties and responsibilities of the Board, provided a Member receives approval of such reimbursement of expenses by a majority vote of the Board.

~~2. With respect to the City Administrator and the Village Manager as Members of the Board, because of the administrative costs incurred by the Municipalities regarding the powers and duties of the City Administrator and the Village Manager herein as Members of the Board, the sum of \$3,000 annually shall be paid from the Joint Airport Fund to each of the Municipalities as reimbursement for said costs.~~

4.G. General Powers and Duties of the Board.

The Board shall have the following powers and duties:

~~1. to participate in a special joint meeting with the Village and City for the appointment, removal, or discipline of an Airport Manager, as provided herein.~~

1. ~~2.~~ to define the duties and responsibilities of the Secretary and Treasurer and any additional duties of the Chairman of the Board;

2. ~~3.~~ to propose for approval by the Municipalities an annual budget for the Airport in accordance with Section 3.A.6 above;

