



**CITY OF PROSPECT HEIGHTS
City Council Workshop
December 9, 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, and City Treasurer Tibbits
Aldermen: Styler, Higgins, Williamson, and Ludvigsen,
Absent: Aldermen Mendez

A quorum was present. City Administrator Marrin, City Attorney Zimmermann, Director of Building and Zoning Skiber, City Engineer Berecz, Finance Director Hannon, Assistant Director of Building and Zoning / Acting Public Works Director Cutaia, Assistant to the City Administrator Sabo and Deputy Clerk Schultheis (arrived at 6:34 PM)

SPECIAL BUSINESS

- A. Annual report of the Police Pension Fund
- B. An Ordinance for the Levy and Assessment of 2013 taxes for Fiscal year Beginning May 1, 2013 and Ending April 30, 2014 in and for the City of Prospect Heights Police Pension Fund (2nd Reading).
- C. An Ordinance for the Levy and Assessment of 2013 taxes for the Fiscal year Beginning May 1, 2013 and Ending April 30, 2014 in and for the City of Prospect heights Special Service Area Number One (2nd Reading)
- D. An Ordinance for the Levy and Assessment of 2013 taxes for the Fiscal year Beginning May 1, 2013 and Ending April 30, 2014 in and for the City of Prospect heights Special Service Area Number Two (2nd Reading)
- E. An Ordinance for the Levy and Assessment of 2013 taxes for the Fiscal year Beginning May 1, 2013 and Ending April 30, 2014 in and for the City of Prospect heights Special Service Area Number Three. (2nd Reading)

F. An Ordinance for the Levy and Assessment of 2013 taxes for the Fiscal year Beginning May 1, 2013 and Ending April 30, 2014 in and for the City of Prospect heights Special Service Area Number Four (2nd Reading)
G. An Ordinance for the Levy and Assessment of 2013 taxes for the Fiscal year Beginning May 1, 2013 and Ending April 30, 2014 in and for the City of Prospect heights Special Service Area Number Five (2nd Reading)
H. An Ordinance for the Levy and Assessment of 2013 taxes for the Fiscal year Beginning May 1, 2013 and Ending April 30, 2014 in and for the City of Prospect heights Special Service Area Number Eight (2nd Reading) –
Alderman Styler moved for omnibus Approval of Items A – H; seconded by Alderman Ludvigsen. The motion was unanimously approved by roll call.

Roll Call AYES – Higgins, Ludvigsen, Styler, Williamson
NAYS – NONE
ABSENT – Mendez

Motion carried 4 – 0.

- I. Approval of a Contract with Metropolitan Alliance of Police Sergeants Chapter 253.
J. Approval of a Contract with the Metropolitan Alliance of Police of Prospect Heights Police Patrolmen Chapter 252. –

Mayor Helmer asked that Items I and J be removed from tonight's agenda due to paperwork that needed to be completed. – **TABLED.**

K. An Ordinance Granting a twenty-five Foot (25') Corner Side Yard Variation for a Six Foot (6') High Solid Wood Fence for the Property Known as 11 East Camp McDonald Road, Prospect Heights, Illinois 60070 (Waiver of First Reading) –
Alderman Ludvigsen moved to waive the First Reading of Item K; seconded by Alderman Styler. The motion was unanimously approved by roll call.

Roll Call AYES – Higgins, Ludvigsen, Styler, Williamson
NAYS – NONE
ABSENT – Mendez

Motion carried 4 – 0.

Discussion followed. – It was noted that this fence is for a side yard.

Alderman Ludvigsen moved to approve Item K; seconded by Alderman Styler.

Roll Call AYES – Higgins, Ludvigsen, Styler, Williamson
NAYS – NONE
ABSENT – Mendez

Motion carried 4 – 0.

L. Continued Discussion of a Code Amendment for 2600 Sanders Road from 1A Construction to 5A Construction. – Looking for direction from the Council for zoning relief. Some Aldermen did not want to move further with discussion until Allstate had given direction regarding their concerns. It was noted that this was not a site request that was being requested but a Citywide zoning change.

Alderman Ludvigsen moved to direct Staff and the City Attorney take no further action to prepare an Ordinance regarding Code Amendment until further directed by Council to do so; seconded by Alderman Williamson. The motion was unanimously approved by roll call.

Roll Call AYES – Higgins, Ludvigsen, Styler, Williamson
 NAYS – NONE
 ABSENT – Mendez

Motion carried 4 – 0.

Discussion regarding the site plan and application for code relief.
Aldermen reminded the Finger Group that even if relief were granted, there might be other issues that arose that would have to be reviewed and decided by the Council before the project was approved.
John Faulk gave background of Finger Group and its long term commitment to its developments.

M. Discussion of a Special Service Area 9. – DISCUSSION ONLY.

Treasurer Rich Tibbits discussed proposal for an SSA for water. There was discussion if the correct protocol was utilized to go ahead with the proposal. Treasurer Tibbits said that he had put in \$7500 of his own money to fund the study. Treasurer Tibbits said that he believed that the City would be committed to funding the difference between 8-inch mains and 12-inch mains around the perimeter of SSA#9. It was noted by Council members that there was a substantial difference between the cost as stated in the Baxter Woodman report and the study done by Treasurer Tibbits' engineers. The Council wanted to see more commitment from individuals that would be affected by the SSA. There was a question as to whether the petitions were in the report or just survey answers. There was also the suggestion from the Council that any proposal had to have a cost range – many wanted to see a maximum cost. City Clerk Adamson said that she would get involved in a Water Committee, because of her past experience. City Clerk Adamson and Treasurer Tibbits said that they would research costs.

APPROVAL OF EXPENDITURES

N.. Approval of Warrants

General Fund	\$77,914.83
MFT Fund	\$11,004.62
Palatine/Milwaukee TIF	\$465.09
Tourism District	\$136.59
Development Fund	\$2,708.66
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	\$0.00
SS Area #8 – Levee Wall #37	\$0.00
SS Area-Constr #6 (Water Main)	\$0.00
SS Area- Debt #6	\$0.00
Road Construction	\$559,986.06
Water Fund	\$2,587.08
Parking Fund	\$1,932.50
Road/Building Bond Escrow	\$1,500.00
TOTAL Expenditures	\$658,235.43
Wire Payments, Service Charges, & Payroll	\$163,973.70
TOTAL	\$822,209.13

City Clerk Adamson read out the expenditure totals.

Alderman Williamson moved to approve as presented; seconded by Alderman Higgins for total expenditures in the amount of \$658,235.43; wire transfers, service charges, and payroll in the amount of \$163,973.70 for a grand total of \$822,209.13. The motion was unanimously approved by roll call.

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

Motion carried 4 – 0.

There was discussion from Alderman Styler regarding a \$550 invoice for Volunteer Patrick Colvin for AV services. City Administrator Marrin said that while there was money in the budget allotted for AV services, it could only be allotted to a contracted employee not a non-contract volunteer. City Attorney Zimmermann said that Patrick Colvin's position was listed as volunteer, and that there was a process that needed to be addressed to create a paid position.

PUBLIC COMMENT

None

CLOSED SESSION

None

ADJOURNMENT

At 8:00 PM, Alderman Williamson moved to Adjourn; seconded by Alderman Higgins. The motion was approved unanimously by Voice Vote.

VOICE VOTE AYES – Higgins, Williamson, Styler, Ludvigsen
 NAYS – None
 Absent - Mendez

Motion carried 4 – 0.

Approved by the Prospect Heights City Council this 27th of January, 2014.


Stacey Adamson, City Clerk


Nicholas J. Helmer, Mayor

