Prospect Heights

CITY OF PROSPECT HEIGHTS
Regular City Council Meeting
January 27, 2014

CALL TO ORDER
The Regular Council Meeting 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, Treasurer Tibbits, City Clerk Adamson Aldermen- Higgins, Mendez, Williamson, Styler, and Ludvigsen.

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

PLEDGE OF ALLEGIANCE
Alderman Higgins asked everyone to rise and join on the Pledge of Allegiance.

INVOCATION
Pastor Joe Kamanda of Glory House administered the invocation.

SPECIAL PRESENTATIONS
Popular Community Bank Ribbon Cutting – Mayor Helmer presented a short video highlighting the January 13, 2014 ribbon cutting ceremony.
Chicago Executive Airport – Betty Cloud –

- Hawthorne FBO is scheduled to be open the first week of March, 2014.
- The EMAS project has been pushed back to late summer due to the availability of the blocks. The financing is in place.
- The City of Prospect Heights and the property owners south of the Airport will be removing trees that are affecting the approach minimums of Runway 34.
- Maintenance crews at the Airport have been able to keep the Airport open without interruption since the inclement weather system began this Winter.
- The new Finance Manager will be starting on February 10. His name is Scott Campbell.
- Andrew McKee is the New Maintenance Technician.

CLOSED SESSION
No Closed Session

STAFF AND ELECTED OFFICIALS REPORTS
Anne Marrin – City Administrator:

-Training Day was January 20, 2014 where Staff/Public Works and the Police Department practiced drills regarding active shooter situations. The Fire Department certified all Staff/Public Works members in AED equipment and CPR.

- Comprehensive Land Use Plan. The next public meeting is scheduled for March 20^{th}, 6 – 9 PM.

Steve Skiber -Director of Building and Zoning:

- Regarding snow removal, the removal efforts have been working extra hours and weekends to clear the streets and the snow.

Stephanie Hannon, Finance Director:
– Regarding change to Annual Budget. There was a transfer from a non-rule home sales tax from the non-home rule sales tax account to general fund. The transfer was done but the Budget did not reflect that. Account 01-200-3990, which is a transfer in account to read $658,222 and Transfer Out Account 15-600-8090, which is a non-home rule sales tax account, to have a balance fund of $254,717.21.
Rob Sabo – Assistant to the City Administrator:
-Vehicle Sticker/Alarm License/l License will be out in the mail in a week. As part of the Vehicle Sticker Code, 2013/14 stickers must be purchased before you can purchase a 2014/15 sticker.
Karen Schultheis – Deputy Clerk:
-There will be a meeting on February 11 with a French Market company from France to introduce the concept of a French Market at the Metra station
Alderman Williamson – read from a letter discussing the team spirit of the City. He credited the Staff, Engineers, Council Members, Consultants, Volunteers and residents that he has worked with, and refused to take individual credit. He discussed accomplishments that were made by the City as a whole, and the dedication of the collective efforts of the City employees.
Alderman Ludvigsen:
-Said that he felt that the main function of the Elected Officials was dealing with policy issues, and directing policy. He discussed hot button issues that occasionally come up. He said that the allocation of resources has been dealt with very well by the Council and Staff. He said that there is also an issue with water. He also wanted to be more proactive to the flooding issues that were identified in the Study.

ADOPTION OF CONSENT AGENDA

A. Approval of Minutes, City Council Regular Meeting, November 25, 2013.
B. Approval of Minutes, Regular City Council Meeting, December 9, 2013
C. Approval of Minutes City Council Special Meeting December 23, 2013.
D. Approval of Minutes, City Council Workshop, January 13, 2014.

E. Resolution Semi Annual Review of Closed Session Minutes
F. Ordinance Lexington (Mike)
G. An Ordinance Amending the Annual Budget for Fiscal Year 2013-2014 (2nd Reading).

Alderman Ludvigsen asked that Item G. be removed from the Consent Agenda omnibus vote.

Alderman Higgins moved for omnibus Approval of Items A, B, C, D, E, and F; seconded by Alderman Styler. The motion was unanimously approved by roll call.

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

Motion carried 5 – 0.

G. An Ordinance Amending the Annual Budget for Fiscal Year 2013-2014 (2nd Reading). – **Alderman Higgins moved to Approve Item G; seconded by Alderman Styler. (Roll call for Approval of Item G taken after the Amendment Approval. SEE BELOW)**

Alderman Styler moved to Amend Item G; seconded by Alderman Mendez. The motion was unanimously approved by roll call.

- Discussion by Finance Director Hannon regarding the Account 01-200-3990 will be changed to $658,222 and Account 15-600-8090 will be changed to $254,717.21.

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

Motion carried 5 – 0.

Alderman Higgins moved to Approve Item G; seconded by Alderman Styler. The motion was unanimously approved by roll call.

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

Motion carried 5 – 0.

APPROVAL OF EXPENDITURES

H. Approval of Warrants

General Fund	$124,872.94
MFT Fund	$14,614.36
Palatine/Milwaukee TIF	$0.00
Tourism District	$643.50
Development Fund	$269.25
DEA Fund	$533.01
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	$56,438.36
SS Area-Constr #6 (Water Main)	$0.00
SS Area- Debt #6	$0.00
Road Construction	$11,919.25
Water Fund	$29,791.68
Parking Fund	$0.00
Road/Building Bond Escrow	$0.00
TOTAL Expenditures	$239,082.35
Wire Payments, Service Charges, & Payroll	$168,692.05
TOTAL	**$407,774.40**

City Clerk Adamson read the expenditure totals.

Alderman Styler moved to Approve as presented; seconded by Alderman Williamson in the amount of $239,082.35; wire transfers, service charges, and payroll in the amount of $168,692.05 for a grand total of $407,774.40. The motion was unanimously approved by roll call.

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

Motion carried 5 – 0.

ADJOURNMENT
At 7:00 PM, Alderman Higgins moved to adjourn; seconded by Alderman Styler. The motion was carried by unanimous voice vote.

VOICE VOTE AYES A Higgins, Ludvigsen, Mendez, Styler, Williamson
NAYS NONE

Motion carried 5 – 0.

Approved by the Prospect Heights City Council this 24th of February, 2014.

Stacey Adamson, City Clerk

Nicholas J. Helmer, Mayor

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