



**CITY OF PROSPECT HEIGHTS
Special City Council Meeting
February 22, 2014**

CALL TO ORDER

The Budget Workshop Council Meeting was called to order at 8:00 AM at City Hall on 8 N. Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL

Present: Mayor Helmer, Treasurer Tibbits, City Clerk Adamson
Aldermen- Higgins, Williamson, Ludvigsen, Mendez (arrive at 8:34 AM, left meeting at 11:15 AM), Styler

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

SCHEDULED BUSINESS

Finance Director Hannon discussed Budget items.

- Discussion regarding trends in tax revenue for past year and coming year.
- There was discussion regarding grants. City Administrator Marrin said that grants are announced in March.
- Vehicles eligible for non-seniors is 9000 sticker fees; and for seniors 1375.
- There was discussion of pet licenses.
- Discussion regarding cable franchise fees and their collection.
- According to Director of Building and Zoning Skiber, there was better permit activity, and the possibility of increases due to development in 2014-15.
- There was discussion regarding allocation of engineering hours.
- Finance Director Hannon noted the new laws that now allow the City to get better interest rates on SSA funds.
- The City is selling two squad cars and one Public Works dump truck.

Director Hannon spoke of Expenses:

- There was discussion regarding the audio/visual budget. There was consensus from the Council to keep these expenses as is. City Administrator Marrin noted that a detailed inventory of equipment was needed for the Budget's final numbers.
- Special Event Budget will remain flat.
- There was discussion of an Economic Development Director, part-time.

- There was discussion of legal fees incurred by the City Attorneys.
- There was discussion of the Computer Consultant.
- It was noted that an update to the City Server was a priority. There was also a need for upgraded software and a new PC to replace a malfunctioning one.
- The Engineer will be looking into upgrading the City's mapping.
- Public Works might hire help – 4 part-time and 2 full-time being considered.
- There was discussion regarding fee increases for the health Inspector and Electric Inspector.
- Stump Grinder and Crime Lab were to be kept as acceptable expenses in the budget.
- The City Engineer would be looking into the SSA#9 costs and reviewing the numbers. There would be further discussion at the March 10th meeting.

Capital Investments:

- There was a pressing need for City Hall building improvements to ward off the flooding and mold issues because of poor drainage. The foundation would need sealant. The consensus was for a quick fix solution rather than the more expensive plan.
- Police Cars and servers were among the expenses that were needed immediately.
- There was discussion regarding reserves and unencumbered funds.

Rankings:

- The Board discussed ranking the capital improvements so as to balance the Budget.

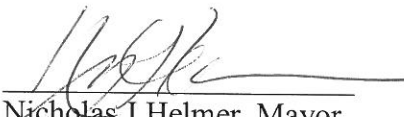
At 12:11 PM, Alderman Higgins moved to Adjourn; seconded by Alderman Williamson.

VOICE VOTE: All ayes. No nays. Alderman Mendez not present.

Motion passed 4 – 0.

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


Stacey Adamson, City Clerk


Nicholas J Helmer, Mayor

