



CITY OF PROSPECT HEIGHTS
City Council Regular Workshop Meeting
March 10, 2014

CALL TO ORDER

The Council Workshop was called to order at 6:35 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- Higgins, Williamson, Ludvigsen, Mendez, Styler

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

SCHEDULED BUSINESS

A. Review and Discussion of An Agreement with Bensidoun USA, Inc to hold a French Market on the premises of the Prospect Heights Metra Station parking Lot for the Spring/Summer Season 2014. – City Administrator Marrin introduced Leslie Cahill of Bensidoun USA, as well as the City's vision of the concept of a French market at the Metra Station. Leslie Cahill said that the Prospect Heights French Market would be on Wednesday, 2 – 7 PM. It was noted that anchors would be needed to be placed in the ground at the station – so that tents could be secured into them. Public Works would do the set up and breakdown. The anchors would be installed ¼ inch below the ground. It was noted that they do stick out or get run over by vehicle traffic.

Aldermen wanted to make certain that the Market did not impact train ridership. There were questions regarding alcohol consumption and purchase at the Market. Acting Public Works Director/Assistant Director of Building and Zoning Cutaia had concerns regarding Public Works Staff commitments.

Leslie Cahill stated that she has 500 vendors that she could reach out to, and local businesses would also be sought. She also said that there would be a booth available for the Chamber or any local company to advertise but not sell.

The Mayor asked about sales tax revenue for the City, and Leslie Cahill said that all of the vendors would have tax ID numbers from the State.

There were questions as to whether there would be a Food License of \$132 for each vendor. It was noted by the Finance Director that a new business license type would have to be created.

Alderman Higgins moved to Direct the City Attorney and Staff to Complete contracts for the April 14, 2014 Meeting for a French Market; seconded by Alderman Styler.

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

Motion carried 4 – 1

It was noted by City Attorney Zimmermann that the City would have to look at the Metra lease to verify that the City can use the space for a Market.

B Appointment of Sharon M. Hoffman to the Board of the Fire and Police Commissioners. – Alderman Styler moved to Approve Sharon M. Hoffman as Commissioner on the Fire and Police Committee; seconded by Alderman Mendez. Motion passes by unanimous approval.

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

Motion carried 5 – 0.

Jerry Meyer, a Police and Fire Commissioner, welcomed Ms. Hoffman, and noted that the next meeting of the Committee would be March 19, 2014.

C. A Resolution Supporting the City of Prospect Heights Continuing its Membership in the Pension fairness for Illinois Communities Coalition. – City Administrator Marrin said that the NWMC had led this Coalition since 2010. The Staff wanted to know if the Council would contribute \$1000 to the Coalition to lobby for pension reform. All of the municipalities were asked to rejoin. It would be paid in May, and would be on the next consent agenda.

D. Review and Discussion of the City of Prospect Heights Boundary and Ward Maps. – Discussion of the redesigned and recolored map. There were no changes in the ward or map boundaries. City Attorney Zimmermann said that ward maps could be re-drawn. The colors on the map would be changed to primary colors so that they could be seen by color blind residents. The Mayor appointed an Ad Hoc committee of Aldermen Styler and Ludvigsen to examine redistricting.

E. Review and Discussion of a Proposal for Site Planning Services from SCB. – A proposal had been submitted for a detailed site plan. City Administrator Marrin asked the Council if the Plan should be taken out to bid or continued with SCB. The majority consensus was not to go out to bid. The Mayor suggested lowering the bid asking price from \$20,000 to \$18,000. Director of Building and Zoning Skiber said that the proposal should detail the entire 30-plus acres. It was noted that the Council also wanted the 30-plus acres before accepting approval.

APPROVAL OF EXPENDITURES

F.. Approval of Warrants

General Fund	\$112,022.87
MFT Fund	\$416.96
Palatine/Milwaukee TIF	\$1,588.39
Tourism District	\$1,795.00
Development Fund	\$91.67
DEA Fund	\$2,497.03
Solid Waste Fund	\$41,565.49
SS Area #1	\$0.00
SS Area #2	\$0.00
SS Area #3	\$0.00
SS Area #4	\$0.00
SS Area #5	\$73.06
SS Area #8 – Levee Wall #37	\$262.54
SS Area-Constr #6 (Water Main)	\$0.00
SS Area- Debt #6	\$0.00
Road Construction	\$136.50
Road Construction Debt	\$450.00
Water Fund	\$23,985.63
Parking Fund	\$2,454.46
Road/Building Bond Escrow	\$500.00
TOTAL Expenditures	\$187,839.60
Wire Payments, Service Charges, & Payroll	\$197,301.67
TOTAL	\$385,141.27

City Clerk Adamson read the Expenditure totals.

Alderman Higgins moved to approve the Expenditures as presented; seconded by Alderman Styler for TOTAL Expenditures of \$187,839.60; and Wire Payments, Service Charges and Payroll in the amount of \$197,301.67; for a The TOTAL amount of \$385,141.27. There was unanimous approval.

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

Motion passed 5 – 0

PUBLIC COMMENT

Alderman Styler wished Assistant to the Administrator Rob Sabo a farewell as did the rest of the Staff and Council.

ADJOURNMENT

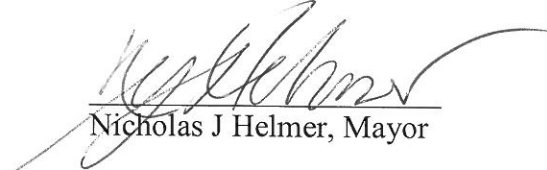
At 7:45 PM, Alderman Styler moved to Adjourn the Open Session Meeting and go into Closed Session to Discuss Probable Litigation; seconded by Alderman Higgins. There was unanimous approval.

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

Motion passed 5 – 0

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


Stacey Adamson, City Clerk


Nicholas J Helmer, Mayor

