



**CITY COUNCIL WORKSHOP MEETING
MINUTES
May 12, 2014
6:30 p.m.
City Hall
Prospect Heights, IL 60070**

CALL TO ORDER – At 6:30 PM, Mayor Helmer called to order the City Council Workshop Meeting at 8 North Elmhurst Road, Prospect Heights, Illinois 60070.

ROLL CALL - Present: Mayor Helmer, Treasurer Tibbits, City Clerk Adamson
Aldermen- Styler, Mendez, Williamson (arrived at 6:33 PM), Higgins, Ludvigsen,

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

PLEDGE OF ALLEGIANCE

City Administrator López led the Council in the reciting of the Pledge of Allegiance.

PROCLAMATIONS

Building Safety Month – International Code Council – the proclamation was read by City Clerk Adamson.

Public Works Week – American Public Works Association – the proclamation was read by City Clerk Adamson.

CLOSED SESSION

There was no Closed Session.

SCHEDULED BUSINESS

A. Comprehensive Land Use Plan Update – Presentation by Solomon Cordwell Buenz (SCB) – Christine Carlyle noted that the plan had not been updated since 1996. SCB identified concerns of the residents. The first public meeting was December 5, 2013. There was also a community survey and another public meeting on March 20, 2014. Christine Carlyle noted that there was feedback from the website, through Speak Out! Some of the concerns focused on community identity through a town center. There was interest in more mixed use opportunities in retail for a

better tax revenue base, and connectivity with pedestrian access. There was interest in senior housing and business opportunity with the Chicago Executive Airport. There was a desire to have more opportunity to shop within the community.

There were six areas that the March 20th meeting focused on in the workshop format – 1) the arena land 2) Allstate land 3) the Town Center 4) the Metra land 5) Ascot Plaza and 6) the train station connectivity as well as the Chicago Executive Airport.

Part of the Comprehensive Plan will deal with areas where sidewalks are needed for connectivity and safety.

The goal is to have a draft plan ready by September, 2014. The SCB will meet with the PZBA and then with CMAP on May 30th. On June 19, 2014 they will meet with the steering committee – to review the draft comprehensive plan. The final comprehensive plan is due to CMAP within a few weeks for review.

There was a question and answer session with the Council. It was noted that the typical comprehensive plan update is every ten to fifteen years. There were questions as to whether there should be a town center, and the difficulty of finding an epicenter for the community. There was also the desire to keep the bedroom community aspect of Prospect Heights. It was concluded that the steering committee will need to prioritize.

B. Employee Manual Update – Volunteer Reimbursement Policy – City Administrator López said that the City is updating the employee manual. There is no policy on reimbursing volunteers. There was no consensus regarding the amount of reimbursement. The IRS states that there is 14 cents reimbursement for a volunteer and 56 cents as an officer of the Council.

C. Introduction of a Resolution Appointing an Authorized Agent to the Illinois Municipal Retirement Fund - City Administrator López suggested that this item be put on the Consent Agenda for the next City Council meeting.

D. Introduction of a Resolution Appointing a Director and Alternative Directors to the Solid Waste Agency of Northern Cook County (SWANCC) – City Administrator López suggested that Mayor Helmer, as the primary delegate would have City Administrator López as the alternate delegate and Alderman Higgins as the second alternate delegate. This will be added to the Consent Agenda at the May 27th Council Meeting.

E. Introduction of a Resolution Appointing a Delegate and Alternate Delegate to the Northwest Municipal Conference (NWMC) - City Administrator López would have placed on the next Consent Agenda City Administrator López as the Alternate delegate and Alderman Ludvigsen as the Second Alternate.

F. APPROVAL OF EXPENDITURES

Approval of Warrants

General Fund	\$154,288.85
MFT Fund	\$238.47
Palatine/Milwaukee TIF	\$1,503.77
Tourism District	\$361.00
Development Fund	\$974.30
DEA Fund	\$42,749.36
Solid Waste Fund	\$34,344.99
SS Area #1	\$182.00
SS Area #2	\$173.00

SS Area #3	\$219.00
SS Area #4	\$176.00
SS Area #5	\$227.00
SS Area #8 – Levee Wall #37	\$307.84
SS Area-Constr #6 (Water Main)	\$261.00
SS Area- Debt #6	\$0.00
Road Construction	\$529.00
Road Construction Debt	\$350.00
Water Fund	\$4,207.55
Parking Fund	\$504.72
Road/Building Bond Escrow	\$500.00
TOTAL Expenditures	\$242,097.85
Payroll	\$149,999.98
APRIL 2014 IMRF	\$19,482.70
PENSION FUND WIRE TRANSFER	\$186,755.25
TOTAL	\$598,335.78

City Clerk Adamson read out the expenditure totals.

Alderman Styler moved to approve as presented; seconded by Alderman Mendez for a TOTAL expenditures in the amount of \$242,097.85 and Payroll of \$149,999.98; April IMRF of \$19,482.70; Pension Fund Wire Transfer of \$186,755.25. The TOTAL amount was \$598,335.78. there was unanimous approval.

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

Motion carried 5 - 0

PUBLIC COMMENT

None

ADJOURNMENT

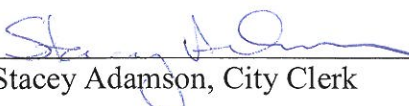
At 7:35 PM, Alderman Styler moved to Adjourn; seconded by Alderman Mendez. There was unanimous approval.

VOICE VOTE

All Ayes, No Nays.

Motion carried 5 - 0

Approved by the Prospect Heights City Council on this day, the 27th of May, 2014.


Stacey Adamson, City Clerk




Nicholas J. Helmer, Mayor