

**CITY COUNCIL WORKSHOP MEETING
MINUTES
June 9, 2014
6:30 p.m.
City Hall
Prospect Heights, IL 60070**

CALL TO ORDER – At 6:31 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, City Clerk Adamson
Aldermen- Styler, Williamson, Higgins, Ludvigsen, Mendez

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

SCHEDULED BUSINESS

A. Discussion of Proposal from WRB, LLC to Secure Additional Lake Michigan Water Supply. – William Balling spoke regarding his ability to secure Lake Michigan water for the City. He said that he had four objectives: a) assist in securing a contract for additional Lake Michigan water access; b) secure a low interest loan from the IEPA or get a grant; c) defend or augment the existing water supply and d) implement a plan of modifications to the City's water system. There was discussion regarding east side water issues. Mr. Balling noted that there would be financing issues for infrastructure that would need to be discussed. Mr. Balling also noted that the City would need to implement the plan in phases. It was noted by the Council that the infrastructure to receive the water would be very expensive, and might require an SSA. – It was decided that there would be questions in writing submitted before any decision were made regarding this project.

B. Discussion of Amending the Liquor Code to Allow Employment of 18 to 21 year olds as Servers – Judy Fiandaca, representing Players Pub spoke regarding the need to be able to hire eighteen year olds as servers. She said that while the state of Illinois allowed it, the City of Prospect heights did not. She said that the surrounding towns allowed servers under 21, and these servers would not do money transactions for payment of the drinks. Three Aldermen believed that the age for servers could be as low as eighteen and two Aldermen thought the age should be no lower than 19. It was decided to be put on the June 23rd agenda for First Reading.

C. Presentation of the Milwaukee Avenue Corridor Enhancement Plan. – Jodi Mariano from TESKA spoke of a concept level plan for the City. She said that the next step was to go to the Tourism Commission on June 12 with a final plan. She discussed the goals of the Steering Committee and the features the City Plan would have, including the motif of designs and signage. She discussed roads that would be targeted to create a community image with gateway features.

She said that there were three potential, near term projects:

- 1) Masonry Monument sign in front of the Airport (~\$150,000)
- 2) Embankment Plantings (~\$210,000)
- 3) The open space by Player Pub (~130,000)

It was noted by Finance Director Hannon that there was a total of \$260,000 in the Tourism Budget (\$150,000 for this Budget and the last left over from last year's budget). There were questions on maintenance costs and whether or not the Airport would be putting up its own signage.

The general consensus was that the plan looks aesthetically pleasing.

D. Discussion of the City of Prospect Heights Sign Ordinance – It was noted by Council that there needs to be a better definition of temporary signage, because a lot of what the City allows as temporary signage is left up as permanent signage by the business owners. There was a need to enforce the "Temporary" in "temporary signage." Building and Zoning Director Skiber said that the Ordinance says that there is a 60 day limit to the signage. Council members agreed that the Ordinance needs to be enforced.

E. Discussion of Proposal for GHA for Consulting Engineering Services – It was noted that the Sidewalk Improvement received a \$260,000 grant for construction next year. IDOT review is required. This item will be on the June 23, 2016 Agenda. City Engineer Berecz will confirm the engineering work that has been done by Baxter and Woodman; and GHA will redo the engineering.

F. Discussion regarding Reconstruction of Plaza Drive – Building and Zoning Director Skiber said that the private road in between Palwaukee Plaza and Country Pines is in severe disrepair. He added that it was not feasible to use TIF funds for the project, so it must be dedicate to the City if the City is to do the repair. The Direction from the Council was to make certain that the City had the land dedicated before any repair work is initiated. It was also noted that a survey would be needed to turn the Plat of Survey into a Plat of Dedication – according to City Attorney Zimmermann.

G. Presentation of the 2014 Drainage and Flooding Remediation Plan - Assistant Director of Building and Director of Public Works Cutaia said that there are four known flooding areas. He added that the City would be starting on bids in these areas in August to put in piping and get rid of ditches.

H. Natural Resources Commission Progress Report – City Administrator López gave an update report.

APPROVAL OF CONTRACTS

I. Approve Agreement Between City of Prospect Heights and Susan Wagner Concerning City Health Services.

Alderman Mendez moved to Approve Item I subject to Attorney review; seconded by Alderman Ludvigsen. Motion was approved unanimously.

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

Motion Carried 5 - 0

Building and Zoning Director Skiber said that the Health Inspector would be part-time. She will be paid \$39.00 per inspection and \$50.00 per re-inspection.

J. Approve an Ordinance Amending the Annual Budget 2014-15 (Waiver 1st Reading) – Finance Director Hannon noted the request to create a part-time position for an Economic Development Coordinator. The position would be \$22 per hour and twenty hours per week. There were questions regarding experience, the need for this to be a full-time position and not a part-time and more time to determine what the role and requirements of this individual would include.

Alderman Mendez moved to waive the first reading and discuss further; seconded by Alderman Styler.

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

Motion failed 1 – 4.

PUBLIC COMMENT

Harry and Kathleen Patel of Discount Liquors thanked the Staff and Council for maintaining the current Walgreens Liquor license.

STAFF REPORTS

Building and Zoning Director Skiber – Discussed the temporary flood wall that is in place. He said that inspections would begin tomorrow.

Police Chief Dunne – Acknowledged the shooting deaths of innocent police officers in Arizona.

Assistant Director of Building and Director of Public Works Cutaia – discussed the Sign Program.

Finance Director Hannon – discussed the current state of the budget and said that the City is currently ahead of Budget.

City Administrator López – Mentioned the Steering Committee Meeting set for June 19.

Alderman Ludvigsen – Complimented Finance Director Hannon and her staff for the detailed budgetary document that was produced.

Alderman Williamson – asked that Personnel be added to the Closed Session Agenda to discuss the need for an Assistant to the Administrator position.

Deputy Clerk Schultheis – Discussed the opening of the French Market at the Metra Station.

K. APPROVAL OF EXPENDITURES

A. Approval of Warrants

General Fund

\$105,920.64

MFT Fund	\$252.35
Palatine/Milwaukee TIF	\$327.40
Tourism District	\$0.00
Development Fund	\$260.23
Non-Home Rule Sales Tax Fund	\$0.00
DEA Fund	\$1,060.56
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	\$118.33
SS Area #8 – Levee Wall #37	\$146.01
SS Area-Constr #6 (Water Main)	\$0.00
SS Area- Debt #6	\$0.00
Road Construction	\$2,941.68
Water Fund	\$17,894.33
Parking Fund	\$1,976.08
Road/Building Bond Escrow	\$0.00
TOTAL Expenditures	\$130,897.61
Payroll	\$121,024.12
POLICE PENSION (5/22/14)	\$26,093.59
TOTAL	\$278,015.32

City Clerk Adamson read out the expenditure totals.

Alderman Williamson moved to approve as presented; seconded by Alderman Styler for a TOTAL expenditures in the amount of \$130,897.61 and Payroll in the amount of \$121,024.12 and Police Pension of \$26,093.59. The TOTAL amount was \$278,015.32. The motion was approved unanimously.

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

Motion carried 5 - 0

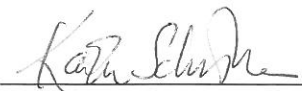
ADJOURNMENT

At 9:01 PM, Alderman Styler moved to Adjourn the Open Session, and Go into Executive Session to Discuss Probable Litigation and Personnel; seconded by Alderman Mendez. The motion was approved unanimously.

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

Motion carried 5 - 0

Approved by the Prospect Heights City Council on this day, the 23th of June, 2014.


Karen Schultheis, Deputy Clerk




Nicholas J. Helmer, Mayor