



SPECIAL BUDGET WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON TUESDAY, APRIL 5, 2016 AT 6:30 P.M.

**IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL,
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS**

1. **CALL TO ORDER** – At 6:35 PM, Mayor Nicholas J. Helmer called to order the Special Budget Workshop Meeting at 8 North Elmhurst Road, Prospect Heights, IL.
2. **ROLL CALL** – Deputy Clerk Schultheis called the Roll.
ELECTED OFFICIALS PRESENT – Aldermen Ludvigsen, Rosenthal, Williamson
ELECTED OFFICIALS ALSO PRESENT – Mayor Helmer, Treasurer Tibbits
ABSENT – Alderman Messer, City Clerk Morgan-Adams
STAFF AND OTHER OFFICIALS PRESENT – Deputy Clerk Schultheis, Director of Building and Development, Police Chief Steffen, Assistant to the City Administrator Falcone, City Administrator Wade, Financial Management Analyst Trausch, and Finance Director Hannon.
3. **PLEDGE OF ALLEGIANCE** – Led by Finance Director Hannon
4. **RESIDENT COMMENTS** (agenda matters) - **None**
5. **DISCUSSION OF BUDGET**
 - A. Update of Budget and Further Analysis of Expenditures (Finance Director Hannon) –
 - B. Discussion of Capital Improvement Projects
 - C. Discussion of Revenue Sources
 - D. Discussion of Business Improvement District Development
 - E. Discussion of Consolidation
 - F. Identification of Budget Items for Elimination or Deferral

Director Hannon noted that the Budget was being discussed in an effort to reduce expenditures. There was concern by the Aldermen that the capital improvement budget in years to come would put the City into deficit. There was also discussion of possible new revenue sources.

The mayor wanted to make certain that all of the revenue resources were being counted, including the two new grocery stores and the new hotel.

The Finance Director noted that all sources of revenue were counted but on a conservative way. Aldermen also stated that the new grocery stores were replacing grocery stores that had gone out of business so that the revenue was replacement not new.

Aldermen wanted to make certain that there was a strategy for future capital expenditures. Added to this was the concern that the Reserve Fund needed to be built up.

There was discussion regarding drainage costs and road maintenance. It was decided to pull \$525,000 out of the Drainage Budget. It was decided to remove the snow tractor from the budget. There was discussion regarding purchasing carpeting for City Hall.

It was noted that the Mayor's Breakfast was in the current budget and would not be needed in the 2016/17 Budget. It was noted that the Breakfast typically pays for itself with donations.

Aldermen asked that the Farmers Market and the Classic Car event be removed from the Budget.

There was discussion regarding going forward with a study for Downtown evaluation.

The Mayor asked the Aldermen their opinion regarding the topic of consolidation. Discussion followed. It was noted by Aldermen needed to stay profitable in order to avoid consolidation. Treasurer Tibbits added that there were some benefits to consolidation but that implications, such as taxes, would need to be discussed if it were to move forward.

The consensus of the Aldermen was that the Budget should be on every agenda.

The Mayor stated that the City needed to work harder to secure grant money.

There was discussion regarding signage.

There was discussion regarding the planting of trees. The \$25,000 in the budget would pay for 37 four-inch caliber trees.

There was discussion regarding hiring new Public Works personnel, the elimination of some personnel by April 30th for City Hall staff. Building and Development would be looking to hire an additional person but was advised to wait until after the budget was passed.

There was a recommendation for changes in vehicle sticker price increases, as well as charging trucks at Stery Trucking for registration and stickers. It was also recommended that the Resolution on the Vehicle Sticker fees be reviewed annually.

There was a suggestion for a gasoline tax.

At 9:16 PM, Mayor Helmer left the Meeting.

6. RESIDENT COMMENTS (non-agenda matters) - None

7. EXECUTIVE SESSION - None

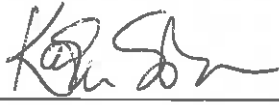
8. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

9. ADJOURNMENT – At 9:25 PM, Alderman Rosenthal moved to Adjourn, seconded by Alderman Ludvigsen. There was unanimous approval.

VOICE VOTE: All ayes, no nays, Alderman Messer absent

Motion carried 3 - 0

Approved by the City Council of the City of Prospect Heights on the 23rd day of May, 2016.



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

