THE REGULAR WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, APRIL 11, 2016 AT 6:30 P.M.

IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL,
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR NICHOLAS J. HELMER PRESIDING

1. CALL TO ORDER – At 6:35 PM, Mayor Nicholas J. Helmer called to order the April 11, 2016 City Council Regular Workshop Meeting at 8 North Elmhurst Road, Prospect Heights, IL .

2. ROLL CALL FRO QUORUM – Deputy Clerk Schultheis called the Roll.
Elected Officials – Aldermen Messer, Ludvigsen, Williamson, Rosenthal
Elected Officials Also In Attendance – Mayor Helmer, Treasurer Tibbits
Absent – City Clerk Morgan-Adams (absent by previous notification)
Other Staff and Officials in Attendance – Deputy Clerk Schultheis, Financial Analyst Trausch, Police Chief Steffen, City Attorney Zimmermann, Audio Visual Specialist Colvin, City Attorney Kearney, Director of Building and Development Peterson, Assistant to the City Administrator Falcone, and City Administrator Wade.

3. PLEDGE OF ALLEGIANCE – Led by Audio-Visual Specialist Colvin

4. INVOCATION – None

5. APPROVAL OF MINUTES – Alderman Williamson moved for omnibus approval of Items 5A and 5B; seconded by Alderman Messer. There was unanimous approval.
VOICE VOTE: All ayes, no nays

Motion carried 4 - 0.

A. March 28, 2016 City Council 2016/17 Budget Hearing

B. March 28, 2016 City Council Regular Meeting Minutes

6. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS AND AWARDS - None

7. APPOINTMENTS AND CONFIRMATIONS

A. Appointment of James J. Kiefer to Chicago Executive Airport Board – Mayor Helmer introduced James Kiefer to the Council, and he offered a brief history of his experience.

Alderman Rosenthal moved to confirm James Kiefer as the City's Appointment to the Chicago Executive Airport Board; seconded by Alderman Messer. There was unanimous approval.
VOICE VOTE: All ayes, no nays

Motion carried 4 - 0.

8. CITIZEN CONCERNS AND COMMENTS (agenda matters) – None

9. STAFF AND ELECTED OFFICIALS REPORTS

A. Website Redesign Reveal by Alderman Rosenthal and Asst. to the Admin. Falcone

Alderman Rosenthal – Website Committee Member Rosenthal noted that Website project manager Falcone was prepared to give a demo of the re-designed City website. He also thanked website committee members Community Liaison Deol, Deputy Clerk Schultheis and City Clerk Morgan-Adams.

Assistant to the City Administrator Falcone gave an overview highlighting the new features on the website. Including enhancements, videos, more robust linking capabilities, more in-depth and intuitive search abilities, and easier access to forms and personnel. He highlighted the photo gallery and interior pages with more information.

Alderman Rosenthal asked moved to nominate City Clerk Morgan-Adams as the Overseer of the Website regarding its capacity as a record resource; seconded by alderman Ludvigsen. There was unanimous approval.
VOICE VOTE: All ayes, no nays

Motion carried 4 - 0.

Alderman Rosenthal gave an updated on the Rob Roy roofing and financial impact.

Deputy City Clerk Schultheis reminded the Board that Statements of Economic Interest were due by May 1, 2016. Individuals not in compliance faced substantial penalties.

Director of Building and Development Peterson discussed updates for Stella's and Chase Bank. He also noted that there was a permit uptick and 54 plan reviews.

Police Chief Steffen said that eligible Police candidates were being interviewed April 23, 24 and May 1. There were 44 candidates eligible.

Police Chief Steffen said that Officer Deutschman was retiring July 6, 2016.

Alderman Williamson requested Executive Session. **At 7:70 PM, Alderman Williamson moved to go into Executive Session to discuss Personnel and Legal Counsel and pending litigation; seconded by Alderman Rosenthal. There was unanimous Approval**

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

At 7:57 PM, Open Session resumes

Deputy Clerk Schultheis called roll. All Aldermen were present.

10. CONSENT AGENDA -

A. Ordinance Establishing Water Rates for FY2016-17. (2nd Reading) – **Alderman Williamson moved to Approve Item 10A; seconded by Alderman Messer. There was unanimous Approval**

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE

	ABSENT	NONE

Motion carried 4 – 0

It was noted that this did not take into account any upcoming IL American water rate increases.

11. OLD BUSINESS

A. Ordinance Approving a Subdivision and Granting a Special Use and Variations for 302 E. Euclid Avenue (The Bridge Community Church). (2nd Reading) – Building and Development Director Peterson updated the Council as to changes made in the site plan. Aldermen said they would only approve the Plan conditionally if there was no maintenance. There were questions regarding lighting, signage and maintenance. **Alderman Rosenthal moved to amend the Ordinance to reflect maintenance and parking changes and direct Attorney to have changes reflected in Ordinance and return to Council for vote; seconded by Alderman Williamson. There was unanimous approval.**

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

David Ludwin – 203 S Owen- read a letter drafted by residents regarding their concerns about the church's expansion. They mentioned diminished property values, which Building and Development Director Peterson said was never mentioned to the PZBA. He also said that he would arrange a meeting with the City Engineer to address issues.
Dee Monroe – 212 S Wheeling Road – Stated that the monetary value of the property would drop. She said that flooding possibilities would be increased as snow would pile up and there would not be any buffers.
Wendy Dewar – 206 Tully Place – Wanted to know where the recreational section of the church would be if there was going to be expanded parking.
John Ropski- 212 Owen Place – Wanted to know if the Council had done a land use study of the church. It was noted that the City did not do a market rate study. He wanted to know if the City would pay for the devaluation of homes, to which the Mayor replied that something like that was not feasible.
Aldermen asked questions about flooding issues and concerns, as well as snow removal.
There were concerns as to whether or not this was Phase I of the church plans.

12. NEW BUSINESS

A. Ordinance for Special Use Permit for a Sit Down Restaurant at 1204 N. Milwaukee Avenue, Elsie's Place (1st Reading) – Chuck Knobloch of Elsies said that the cafes were ¼ food revenue and ¾ gaming revenue. Hours of operation were discussed. There were concerns that they were next to a library with children. – **No action taken**

B. Ordinance Approving the FY2016-17 Budget for the City of Prospect Heights (Waiver Requested for 1st Reading) –

Alderman Ludvigsen moved to amend to reflect changes in the Budget removing Special Advisor employee; delete vehicle sticker increase and senior vehicle increase; and clarify comments so that they agree with the numbers; seconded by Alderman Messer. There was unanimous approval.

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

Alderman Messer moved to waive the first reading of the amended Budget; seconded by Alderman Ludvigsen. . There was unanimous approval.

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

C. Ordinance Approving the FY2016-17 Budget for the City of Prospect Heights (2nd Reading)

Alderman Ludvigsen moved to approve the amended Budget; seconded by Alderman Williamson. . There was unanimous approval.

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

Alderman Rosenthal moved to have Staff recast the Budget so that it reflects money going to no later than first quarter; seconded by Alderman Williamson. There was unanimous approval.

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

D. Ordinance for a Fence Variation at 305 E. School Lane (Waiver Requested for 1st Reading)

Alderman Williamson moved for a waiver of first reading of Item 12D; seconded by Alderman Ludvigsen. There was unanimous approval.

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

E. Ordinance for a Fence Variation at 305 E. School Lane (2nd Reading) – **Alderman Williamson moved to approve as amended; seconded by Alderman Ludvigsen. There was unanimous approval.**

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

F. Ordinance Amending the Mailed Notice Requirement in the Zoning Code (Waiver Requested for 1st Reading) – **Alderman Messer moved to waive first reading of Item 12F; seconded by Alderman Ludvigsen. There was unanimous approval.**

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

G. Ordinance Amending the Mailed Notice Requirement in the Zoning Code (2nd Reading) – **Alderman Messer moved to amend the Ordinance to propose registered mail to the Association president but US, first class mail to all of the occupants of the multi-family**

housing and let Association Presidents know that they must distribute the information; seconded by Alderman Ludvigsen. There was unanimous approval.

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

Alderman Williamson moved to direct Staff to rescind the RFP for a new Attorney for the City; seconded by Alderman Ludvigsen. There was unanimous approval.
VOICE VOTE: All ayes, no nays

Motion carried 4 - 0

13. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	$108,066.62
MFT Fund	$0.00
Palatine/Milwaukee TIF	$33,485.25
Tourism District	$2,092.00
Development Fund	$0.00
DEA Fund	$0.00
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	$51.56
SS Area #8 – Levee Wall #37	$6,618.67
SS Area-Constr #6 (Water Main)	$0.00
SS Area- Debt #6	$0.00
Road Construction	$0.00

Road Construction Debt	$0.00
Water Fund	$2,327.63
Parking Fund	$246.02
Sanitary Sewer Fund	$13,816.50
Road/Building Bond Escrow	$0.00
TOTAL	**$166,704.25**
Wire Payments	
4/1/2016 IMRF PAYMENT	**$19,628.40**
4/1/2016 PAYROLL POSTING	**$123,782.92**
TOTAL WARRANT	**$310,115.57**

Deputy Clerk Schultheis read the warrants.
Alderman Ludvigsen moved to approve the Warrants as presented; seconded by Alderman Rosenthal including Total of $166,704.25, 4/1/2016 IMRF payment of $19,628.40, 4/1/2016 Payroll Posting of $123,782.92, and Total Warrant of $310,115.57. there was unanimous approval.

ROLL CALL VOTE:	AYES	Williamson, Ludvigsen, Messer, Rosenthal
	NAYS	NONE
	ABSENT	NONE

Motion carried 4 – 0

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

15. EXECUTIVE SESSION – At beginning of meeting

16. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

17. ADJOURNMENT – At 9:44 PM, Alderman Messer moved to adjourn; seconded by Alderman Rosenthal. There was unanimous approval.
VOICE VOTE: All ayes, no nays

Motion carried 4 - 0

Approved by the City Council of Prospect Heights on this the 25th day of April, 2016.

CITY OF PROSPECT HEIGHTS
CORPORATE SEAL
Incorporated A.D. 1976
ILLINOIS

Deputy Clerk, Schultheis

Mayor Nicholas J. Helmer