



THE REGULAR WORKSHOP MEETING
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, MAY 9, 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, the City Council Regular Workshop Meeting was called to order by Mayor Nicholas J. Helmer at 8 North Elmhurst Road, Prospect Heights, IL 60070.
2. **ROLL CALL FOR QUORUM** – City Clerk Morgan-Adams called the roll.
ALDERMAN PRESENT – Messer, Ludvigsen, Rosenthal
OTHER ELECTED OFFICIAL PRESENT – Mayor Helmer, City Clerk Morgan-Adams, and Treasurer Tibbits
ABSENT – Alderman Williamson by previous notification
STAFF AND OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant to the City Administrator Falcone, Police Chief Steffen, Deputy Clerk Schultheis, A/V Specialist Colvin, Director of Building and Development Peterson, Finance Director Hannon, and City Attorney Zimmermann.

There was a quorum present.

3. **PLEDGE OF ALLEGIANCE** – Led by Mayor Helmer
4. **INVOCATION** – None
5. **APPROVAL OF MINUTES**
A. April 25, 2016 City Council Regular Meeting Minutes – **Alderman Ludvigsen moved to approve Item 5A; seconded by Alderman Rosenthal.**
VOICE VOTE:
AYES – Messer, Ludvigsen, Rosenthal
NAYS – None
ABSENT = Williamson

Motion carried 3 – 0, one absent.

6. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS AND AWARDS

A. Proclamation for "National Public Works Week" May 15th through May 21st –the Mayor acknowledged that the week of May 15 – 21st would be designated as National Public Works Week.

7. APPOINTMENTS AND CONFIRMATIONS - None

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

9. STAFF AND ELECTED OFFICIALS REPORTS

A. Sewer Rate Study Status and Treasurer's Report by Finance Director Hannon – Finance Director Hannon reviewed the Treasurer's Report with the Council. She noted that the City was \$562, 976 behind last year because of the loss of Subway and Hardees, the slowdown in Natural Gas tax revenue because of the mild weather as well as expenses such as the gun range, parking lot and drainage.

She noted that there was an RFP being formulated for the Old Town Sanitary Sewer. She said that she would be working with City Engineer Berecz. Assistant to the City Administrator Falcone was compiling information regarding RFP's from other municipalities regarding rate studies. The Metropolitan Water Reclamation District was also providing assistance for the study.

B. Project and Activity Report by Building and Development Director Peterson - Building and Development Director Peterson reminded the Council that the construction season had begun. He said that there had been 14 permits submitted for \$71,000 –noting that there were four major construction projects – 1) Lakhani Hotel 2) Tony's Finer Foods 3) Chase Bank (due to close on May 13), and 4) Stella's interior buildout.

He said that an Athletico would be taking two vacant spaces on 828-832 Elmhurst Road Player's Pub Kentucky Derby event was very well-attended.

- There was concern regarding maintenance on the vacant lot areas - Building and Development Director Peterson stated that Mike Porzycki would be more active in maintenance enforcement.
- There was concern regarding lists that were inaccurate for sewer billing. Finance Director Hannon said that she believed that the billing issues, including those in Rob Roy, had been cleared up. She noted that it is very difficult to keep a master list of residents, as the residents change and it is very difficult to keep track of rental changes. She said that the vehicle sticker lists from the State of Illinois were only possible based on the vehicle registration

Alderman Rosenthal – said that he and Director of Building and Development Peterson had met with the Rob Roy residents.

Alderman Messer reminded residents and the Board about the American Cancer Society Relay for Life at Prospect High School.

Police Chief Steffen – Said that there are 19 candidates for Police officer and that the Police were in the process of doing background checks. He hoped to have the three new officers introduced by the the first meeting in June.

City Clerk Morgan-Adams – Said that Tony's Finer Foods would be having their invitation-only opening on May 16 and their grand opening to the public on May 18.

Treasurer Tibbits – Treasurer Tibbits noted that there were two new mics at the Council table to better record the meetings.

Mayor Helmer – Noted that there had to be four Council members present in order to waive the first reading, and as there were only three, no first readings on the agenda could be waived.

10. CONSENT AGENDA -

A. O-16-15 Ordinance Directing the Sale of Surplus Property (2nd Reading) – **Alderman Ludvigsen moved to approve Item 10A; seconded by Alderman Messer.**

ROLL CALL VOTE:

AYES -	Messer, Rosenthal, Ludvigsen
NAYS -	None
ABSENT-	Williamson

Motion carried 3 – 0, one absent.

11. OLD BUSINESS - None**12. NEW BUSINESS**

A. O-16-11 Ordinance Approving the Capital Improvement Plan (1st Reading) – Alderman asked the Finance Director to go over the fund balance changes. There was discussion regarding the numbers. Alderman suggested that there be Department Heads assigned to each issue. Alderman Rosenthal said that this would be consistent with the Comprehensive Plan. Alderman Ludvigsen added that the budget issues should not be discussed only in January and February. Finance Director Hannon stated that the prioritizing was based on what the Department Heads had suggested a few years ago. City Administrator Wade suggested that instead of assigning priority, items should be assigned target years. – **Discussion only**

B. O-16-16 Ordinance Approving a PUD Amendment/Sign Variations/Special Use Permit for 1241 N. Rand Road, Tony's Fresh Market (Waiver Requested for 1st Reading) – It was noted that Tony's Finer Foods had gotten approval from the PZBA. As the grocery store intends to open in ten days, there is an urgency to passage and approval of the Ordinance. It was noted that property owner Manny Rafidia had work done to improve the lot. Building and Development Director Peterson asked that Tony's Finer Food talk to him about any permits that might be required. The consensus of the Council was to allow the permits to be issued. It was noted that the permits would be issued and that the Ordinance would be on the Consent Agenda for the May 23, 2016 City Council Regular Meeting.

C. O-16-16 Ordinance Approving a PUD Amendment/Sign Variations/Special Use Permit for 1241 N. Rand Road, Tony's Fresh Market (2nd Reading) – **No second reading due to lack of necessary votes to waive the first reading.**

D. O-16-17 Ordinance Approving a Variance for 420 Clarendon (Waiver Requested for 1st Reading) The request was for a 100 square foot addition. The Ordinance could not be approved until the May 23, 2016 City Council Regular Meeting.

E. O-16-17 Ordinance Approving a Variance for 420 Clarendon (2nd Reading) - **No second reading due to lack of necessary votes to waive the first reading.**

F. Approval of ASSIGNMENT AND ASSUMPTION OF ECONOMIC INCENTIVE AGREEMENT between SVT, LLC and Tony's Finer Foods Enterprises, Inc. – **Alderman Rosenthal moved to Approve Item 12F; seconded by Alderman Ludvigsen.**

ROLL CALL VOTE:

AYES -	Messer, Rosenthal, Ludvigsen
NAYS -	None
ABSENT-	Williamson

Motion carried 3 – 0, one absent.

City Attorney Zimmermann noted that the sale from Ultra to Tony's will leave the agreement starting right from where the other one left off. Aldermen considered that the agreement should note the start date, as the clarification of the agreement's inception is important.

13. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$169,793.53
MFT Fund	\$737.00
Palatine/Milwaukee TIF	\$28,250.50
Tourism District	\$0.00
Development Fund	\$0.00
DEA Fund	\$0.00
Solid Waste Fund	\$27,394.19
SS Area #1	\$0.00
SS Area #2	\$0.00
SS Area #3	\$330.12
SS Area #4	\$0.00
SS Area #5	\$105.51
SS Area #8 – Levee Wall #37	\$0.00
SS Area-Constr #6 (Water Main)	\$0.00
SS Area- Debt #6	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$350.00
Water Fund	\$17,269.69
Parking Fund	\$645.76
Sanitary Sewer Fund	\$1,950.00

Road/Building Bond Escrow	\$0.00
TOTAL	\$246,826.30
<u>Wire Payments</u>	
4/29/2016 PAYROLL POSTING	\$127,655.78
4/2016 IMRF PAYMENT	\$27,900.42
TOTAL WARRANT	\$402,391.50

City Clerk Morgan-Adams read the Warrants.

Alderman Ludvigsen moved to Approve Item 13A as presented; seconded by Alderman Messer including a Total of \$246,826.30, 4/29/16 Payroll Posting of \$127,655.78, a 4/2016 IMRF payment of \$27,900.42, and a Total warrant of \$402,391.50.

ROLL CALL VOTE:

AYES -	Messer, Rosenthal, Ludvigsen
NAYS -	None
ABSENT-	Williamson

Motion carried 3 - 0, one absent.

There was discussion regarding possible workshop items. Finance Director Hannon suggested that items that required engineering questions should have City Engineer Berecz present.

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

15. EXECUTIVE SESSION - None

16. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

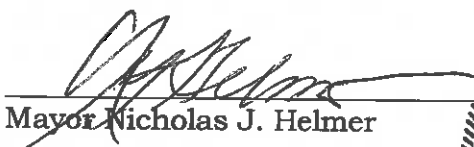
17. ADJOURNMENT - At 7:15 PM, Alderman Messer moved to Adjourn; seconded by Alderman Rosenthal.

VOICE VOTE:

AYES -	Messer, Ludvigsen, Rosenthal
NAYS -	None
ABSENT =	Williamson

Motion carried 3 - 0, one absent.

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


Mayor Nicholas J. Helmer




Deputy Clerk Schultheis