

MEETING: **HOFFMAN ESTATES VILLAGE BOARD**
DATE: **JULY 7, 2014**
PLACE: **COUNCIL CHAMBERS**
 MUNICIPAL BUILDING COMPLEX
 1900 HASSELL ROAD
 HOFFMAN ESTATES, ILLINOIS

1. CALL TO ORDER:

Village President William McLeod called the meeting to order at 7:30 p.m. The Village Clerk called the roll. Trustees present: Gary Stanton, Michael Gaeta, Gayle Vandenberg, Karen Mills, Anna Newell, Gary Pilafas.

A quorum was present.

ADMINISTRATIVE PERSONNEL PRESENT:

J. Norris, Village Manager
D. O'Malley, Deputy Village Manager
A. Janura, Corporation Counsel
P. Cross, Asst. Corporation Counsel
M. Koplin, Asst. Village Manager-Development Services
J. Jorian, Fire Chief
M. Hish, Police Chief
R. Musiala, Finance Director
J. Nebel, PW Director
A. Garner, H&HS Director
P. Seger, HRM Director
G. Eaken, IS Director
M. Hankey, Transportation & Engineering Director
B. Anderson, CATV Coordinator
K. Kramer, Economic Development Director
P. Gugliotta, Planning, Building and Code Enforcement Director
C. Black, Development Services Analyst
A. Monroe, Asst. to the Village Manager
A. Pollack, GG Intern

2. PLEDGE OF ALLEGIANCE TO THE FLAG:

The Pledge was led by Trustee Gaeta.

3. RECOGNITION OF AUDIENCE:

No one wished to be recognized.

4. APPROVAL OF MINUTES:

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to approve Item 4 with the correction of adding Trustee Mills to the attendance.

Approval of Minutes
Minutes from June 16, 2014.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to approve Item 4.

Approval of Minutes

Minutes from June 23, 2014.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

5. CONSENT AGENDA/OMNIBUS VOTE:

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.A.

5.A. Approval of Agenda

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.B.

5.B. Approval of the schedule of bills for July 7, 2014 - \$2,618,313.92.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.C.

5.C. Request Board approval of Ordinance No. 4438-2014 granting a variation to premises at 1065 Ash Road, Hoffman Estates.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee, seconded by Trustee, to approve Item 5.D.

5.D. Request Board approval of Ordinance No. 4439-2014 amending Sections 6-1-1, 6-2-1-HE-12-201 and 6-2-1-HE-16-104 of the Hoffman Estates Municipal Code (electronic communication devices while driving).

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.E.

5.E. Request Board approval of Ordinance No. 4440-2014 authorizing amendments to the 2014 Budget Ordinance.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.F.

5.F. Request Board acceptance of the Comprehensive Annual Financial Report for the year ended December 31, 2013.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.G.

5.G. Request Board acceptance of the Economic Development Area Special Tax Allocation Fund Annual Financial Report for the year ended December 31, 2013.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.H.

5.H. Request Board approval of a four-year extension to the agreement with Andy Frain, Aurora, IL, for
1) security/ushers/guest services at the Sears Centre Arena; and
2) event parking services at the Sears Centre Arena.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.I.

5.I. Request Board authorization to declare \$422,440.30 as surplus funds in the Barrington-Higgins TIF Tax Allocation Fund, and direct the Treasurer to remit said funds to the Cook County Treasurer for distribution.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.J.

5.J. Request Board authorization to:

1) waive RFP process; and

2) award contract for engineering services for 2014 critical sanitary sewer repairs and 2015/2016 sanitary sewer rehabilitation to Baxter & Woodman Consulting Engineers, Crystal Lake, IL in an amount not to exceed \$104,000.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve Item 5.K.

5.K. Request Board authorization to award contract for 2014-2015 janitorial maintenance services for Village Hall, Police Department, Susan Kenley-Rupnow Public Works Center and Fleet Services facility to Total Facility Maintenance Inc., Wood Dale, IL, for total contract monthly fee of \$5,190 and total contract amount not to exceed \$75,000.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

6. REPORTS:

6.A. President's Report

Proclamations

Trustee Vandenberg read the following proclamation:

Motion by Trustee Gaeta, seconded by Trustee Newell, to concur with the proclamation proclaiming Thursday, July 10, 2014 as Steven Anderson Day.

Chief Hish accepted the proclamation for Mr. Anderson.

Trustee Gaeta read the following proclamation:

Motion by Trustee Mills, seconded by Trustee Vandenberg, to concur with the proclamation proclaiming July 2014 as Bereaved Parents Awareness Month.

Dr. Garner accepted the proclamation.

Swearing(s)-In

Krzysztof Kowal introduced his parents, Mayor McLeod swore Krzysztof Kowal into the office of Police Officer Probationary, Officer Kowal was congratulated by the Board.

Mayor McLeod stated that he attended the wake of Nancy Eaken, wife of IS Director Gordon Eaken, the NWMC Annual Banquet, the Senior Commission Ice Cream Social, the wake of Rich Hardt, husband of Human Resource Coordinator Francie Hardt, ribbon cuttings for Stella's and Dunkin Donuts, he thanked everyone who worked to make the 4th of July festival successful and stated that he attended a birthday party for Corporation Counsel Art Janura.

Motion by Trustee Mills, seconded by Trustee Pilafas, to accept the resignation with regrets of Shameka Turner from the Arts Commission.

6.B. Trustee Comments

Trustee Gaeta stated that he met with Mike Hankey and talked about things at Haverford Place, he stated that he attended an Emerging Technologies commission meeting, the Sunderlage Farm open house, the NWMC Banquet, the ribbon cuttings at Stella's and Dunkin Donuts, a Haverford Homeowners meeting, the 4th of July festival and he wished Corporation Counsel Janura and Trustee Mills a Happy Birthday.

Trustee Vandenberg congratulated Officer Kowal, stated that she attended 2 Platzkonzert meetings, the CAC run, a HE Chamber Board meeting, toured the Willow Creek Care Center, the Friends of HE Parks Golf Tournament, the Arts Commission Summer Concert Series concerts, the Dunkin Donuts ribbon cutting, she wished Trustee Mills and Corporation Counsel Janura a Happy Birthday and congratulated the 4th of July Commission on an outstanding festival.

Trustee Stanton wished trustee Mills and Corporation Counsel Janura a Happy Birthday, stated that he attended the program at Sunderlage Farm, the NWMC Banquet, the ribbon cuttings for Stella's and Dunkin Donuts, the 4th of July parade and fireworks.

Trustee Mills thanked everyone for the Birthday wishes, stated that she attended the NWMC Banquet, the Economic Development meeting, the ribbon cuttings for Stella's and Dunkin donuts, the Sunderlage Farm program, the 4th of July festivities and thanked all of those who volunteered at the festival.

Trustee Newell stated that she attended the CAC walk, the Summer Concert Series concerts, the Dunkin Donuts ribbon cutting, the 4th of July parade, fireworks and craft show, was a judge at the pie eating contest, she wished Trustee Mills and Corporation Counsel Janura a Happy Birthday and thanked everyone who worked and volunteered at the 4th of July festival.

Trustee Pilafas wished trustee Mills and Corporation Counsel Janura a Happy Birthday, he congratulated Officer Kowal, stated that he attended the Ice Cream Social, the concerts, the 4th of July activities and he thanked the sponsors and all of the volunteers from the festival.

6.C. Village Manager's Report

Mr. Norris remarked that the 4th of July layout and fireworks were fantastic!

6.D. Village Clerk's Report

The Village Clerk stated 66 passports were processed and 132 FOIA requests were received during the month of June. She also stated that the Celebrations Commission collected food and nearly \$400 in donations for the food pantries during the 4th of July parade.

6.E. Committee Reports

Public Health & Safety

Trustee Gaeta stated that they would be meeting to request approval of an ordinance establishing fines for using electronic communication device while driving; request acceptance of the Police Department, Health & Human Services, Emergency Management Coordinator and Fire Department Monthly Reports.

Public Works & Utilities

Trustee Newell stated that they would be meeting to request authorization to waive RFP process and award contract for engineering services for 2014 Critical Sanitary Sewer Repairs and 2015/2016 Sanitary Sewer Rehabilitation to Baxter & Woodman Consulting Engineers, Crystal Lake, IL, in an amount not to exceed \$104,000; request authorization to award contract for 2014-2015 Janitorial Maintenance Services for: Village Hall, Police Department, Susan Kenley-Rupnow Public Works Center and Fleet Services Facility to Total Facility Maintenance Inc., Wood Dale, IL, for total contract monthly fee of \$5,190, total contract amount not to exceed \$75,000; request acceptance of the Department of Public Works and Department of Development Services for the Transportation and Engineering Division Monthly Reports.

Finance

Trustee Pilafas stated that they would be meeting to request acceptance of the Comprehensive Annual Financial Report for the year ended December 31, 2013; request acceptance of the Economic Development Area Special Tax Allocation Fund Annual Financial Report for the year ended December 31, 2013; request approval to suspend the Fund Balance Policy for FY2013, and keep the additional reserves recognized in FY2013 in the General Fund for future expenses related to the Emerald Ash Borer program; and of a FY2014 budget adjustment ordinance utilizing positive mid-year General Fund revenue and expenditure projections for Public Works building improvements and the Emerald Ash Borer program in the total amount of \$166,200; request approval of a four year extension to the agreement with Andy Frain of Aurora, IL for security/ushers/guest services at the Sears Centre Arena and event parking services at the Sears Centre Arena; request authorization to declare \$422,440.30 as surplus funds in the Barrington-Higgins TIF Tax Allocation Fund, and direct the Treasurer to remit said funds to the Cook County Treasurer for distribution; request acceptance of Finance Department, Information Systems Department and Sears Centre Arena Monthly Reports.

7. PLANNING & ZONING COMMISSION REPORT (Chairperson Combs):

Motion by Trustee Mills, seconded by Trustee Gaeta, to concur with the Planning & Zoning Commission's recommendation and approve the petitioners' request.

7.A. Approval of a request by Ala Carte Entertainment for a Preliminary & Final Site Plan Amendment with Variations to the Zoning Code for fencing and building setback for a restaurant (Moretti's Ristorante & Pizzeria) on the property located at 2475 W. Higgins Road, subject to the following conditions:

1. The following Subdivision Code waiver is granted:

A waiver from Section 10-4-4-B-2-a to allow a landscape setback on the east side of 0' is requested instead of the required 10' setback only for the portion of the patio as shown on the petitioners plans.

2. The following Zoning Code variances are granted:

A. A variation from Section 9-8-2-D-6 to allow a rear yard setback for the building to be 10' instead of the required 20'.

B. A variation from Section 9-3-3-C-3 to allow a 4' tall fence with 5' columns to be located 5' from the front yard property line instead of the required 20'.

3. Should single ownership of the two properties cease, the trash enclosure located on the Whiskey River property shall be removed or relocated to the Moretti's property or an agreement between both property owners allowing it to remain in the same location shall be submitted to the Village for review and approval.

4. A plat of easement for the water main, hydrant and valve on the property shall be submitted to the Village for review, approval, and recording prior to any occupancy of either building.

5. The building permit shall be obtained within nine (9) months of the Village Board action on this request.

6. A preconstruction meeting between the contractor and Village staff shall be required to discuss expectations with respect to site improvements and inspection requirements.

7. In accordance with Village Code, construction hours shall be limited to 7 a.m. to 7 p.m. Monday through Friday, and 8 a.m. to 6 p.m. Saturday and Sunday.

8. All roof top mechanicals shall be screened via the existing parapet on the roof. If during permit review or upon final occupancy inspection, the Village determines that any roof top units are visible from the adjacent properties; they will be required to be screened from view as approved by the Village.

9. No signs are approved through the site plan review process.

10. The entire site plan improvements and building changes, as shown on the approved plans, shall be completed prior to issuance of any occupancy permit for Moretti's Ristorante.

11. The petitioner shall make adjustments to the proposed site improvements as required by the Village based on unforeseen field conditions.

Discussion

Trustee Pilafas commented that he has had many people ask about when they will be coming to town.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Pilafas, to concur with the Planning & Zoning Commission's recommendation and approve the petitioners' request.

7.B. Approval of a request by Ala Carte Entertainment for a Preliminary & Final Site Plan Amendment for a restaurant (Whiskey River) on the property located at 2525 W. Higgins Road, subject to the following conditions:

1. The building permit shall be obtained within nine (9) months of the Village Board action on this request.

2. A preconstruction meeting between the contractor and Village Staff shall be required to discuss expectations with respect to site improvements and inspection requirements.

3. In accordance with Village Code, construction hours shall be limited to 7 a.m. to 7 p.m. Monday through Friday, and 8 a.m. to 6 p.m. Saturday and Sunday.

4. All roof top mechanicals shall be screened via the existing parapet on the roof. If during permit review or upon final occupancy inspection, the Village determines that any roof top units are visible from the adjacent properties; they will be required to be screened from view as approved by the Village.

5. No signs are approved through the site plan review process.

6. The entire site plan improvements and building changes, as shown on the approved plans, shall be completed prior to issuance of any occupancy permit for Whiskey River.

7. The petitioner shall make adjustments to the proposed site improvements as required by the Village based on unforeseen field conditions.

Discussion

Mark Hoffman, Ala Carte, said that they hope to open the first restaurant November 1st with the second one a few weeks later.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

8. ADDITIONAL BUSINESS:

Motion by Trustee Mills, seconded by Trustee Pilafas, to approve Items 8.A. through 8.D. by omnibus vote. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Mills, seconded by Trustee Pilafas, to approve Item 8.A.

8.A. Request Board approval of Ordinance No. 4441-2014 granting variations to premises at 2475 W. Higgins Road (Moretti's Ristorante & Pizzeria).

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Pilafas, to approve Item 5.B.

8.B. Request Board approval of request by GiGi's Playhouse, Inc., tenant, and Caruso Development, agent for property owner, for a site plan amendment for outdoor seating at 2350 Higgins Road (Barrington Square Town Center).

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Pilafas, to approve Item 5.C.

8.C. Request Board approval of the Community Development Block Grant (CDBG) Annual Action Plan 2014, for Program Year 9, Consolidated Plan 2011-2015.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Pilafas, to approve Item 5.D.

8.D. Request Board approval to dispose of Village records that have exceeded their State-required retention period.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

9. ADJOURNMENT:

Motion by Trustee Mills, seconded by Trustee Pilafas, to adjourn the meeting into Executive Session to discuss Personnel (5 ILCS 120/2-(c)-(1)) and Review of Closed Session Minutes (5 ILCS 120/2-(c)-(21)).
Time: 7:59 p.m.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting. Time 8:32 p.m.

Roll Call:

Aye: Stanton, Gaeta, Vandenberg, Mills, Newell, Pilafas

Nay:

Mayor McLeod voted aye.

Motion carried.

Bev Romanoff
Village Clerk

Date Approved

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.