

**COMMITTEE-OF-THE-WHOLE
MINUTES
March 19, 2019**

Mayor Prejna called the Committee-of-the-Whole meeting to order at 7:30 p.m.

COUNCIL IN ATTENDANCE: Aldermen Mike Cannon, Nick Budmats, Laura Majikes, Joe Gallo, Robert Banger and Rob Williams

COUNCIL MEMBERS ABSENT: Alderman John D’Astice

STAFF IN ATTENDANCE: City Manager Barry Krumstok, Finance Director Melissa Gallagher, Deputy City Clerk Judy Brose, Police Chief John Nowacki, Fire Chief Terry Valentino, Director of Public Works Fred Vogt, Assistant Director of Public Works Rob Horne, Administrative Services Coordinator Elizabeth Payne, Business Advocate Martha Corner, City Attorney James Macholl

Mayor Prejna – We have a change to the format that we normally have used in the past. If you are on the sign-in sheet, in the past we read a very short condensed version of the rules of speaking before this Council. I’m going to read them before the meeting begins so that everyone is aware of it.

In order to secure the rights of the citizens of the City to a fair and just representation before their elected officials, and to guarantee to the elected officials an order and dignified form in which to conduct the City’s business, no person shall be allowed to engage in any activity that will disturb or disrupt the orderly proceedings of the City Council. In order to attain this objective the following rules of conduct are hereby established:

1. Any person who seeks to address the City Council at this time for public comments, shall be permitted to speak only upon recognition of the Presiding Officer and such person shall adhere to the following provisions:
 - a. Each person addressing the City Council shall state their name and address for the record.
 - b. Each person shall be granted no more than 5 minutes of the allotted 20 minutes in order to address the City Council.
 - c. Questions and/or commentary shall be limited to City business (**items on the agenda only**). Comments supporting or opposing a nominated person’s candidacy for elective office of the City shall be out of order. You will be reminded twice, the second time you will be asked to leave.
 - d. Commentary shall be directed to the Presiding Officer unless the Presiding Officer permits the individual to address the Council Members or other City officers present.
 - e. Discussion shall take place in a professional manner which displays mutual respect.
 - f. Profanity shall not be used in any form or manner.

1) National Government Finance Award for 2017 Audit

Melissa Gallagher, Finance Director – Thank you Mr. Mayor and Members of the City Council. I have some opening remarks before we start our presentation of the National Government Finance Officers Award for the City's 2017 Audit.

To start with, in our Agenda packet we have the City's 2017 Audit link: <https://www.cityrm.org/ArchiveCenter/ViewFile/Item/2551> which is also held on our City's homepage (www.cityrm.org) which links you directly to our transparency portal. It will not only have our City's Audit but it will have our Budget and other financial related documents. Within our Agenda packet we note that the City's auditors not only helps us with the City's Audit but they also help us prepare a "Citizen Audit" which is a condensed audit of our financial statement position which may be found at: <https://www.cityrm.org/233/Financial-Reports>.) It's about a 10 page report and it gives an overview of the City's financials. This is also found on our transparency portal.

The City's Auditors are currently working on the FY 2018 Audit which will be presented to the City Council at the Committee-of-the-Whole Meeting in June 2019.

As additional highlights, the City holds a strong financial position as shown in the last City's FY 2017 Audit and as evidenced by the affirmation of Standard & Poor's credit rating of AA+. Also, in the 2017 Audit which shows a very strong financial position for the City of Rolling Meadows.

A couple of highlights in the 2017 Audit itself which was presented in June 2018 to the City Council, the Independent Auditors' Report is found starting on electronic page 27. Within that Report the City's Auditors determined that the City's financial statements are accurate and consistent with accounting standards. The City received the highest level of audit opinion for 2017 as in years past as well.

In the 2017 Audit within the Table of Contents there are financial items throughout the document and its summary in terms of the management discussion analysis and the transmittal letter gives a great highlight and overview of the City's financial position. In the axillary statement items there's also required supplementary information and a statistical section which highlights many of the achievements that the City has done over the last 10 years. The statistical section will show you 10 years' worth of financial data which also shows you improvement of fund balance. When you look back to 2008 the City held a negative fund balance position and in the year 2017 for all the governmental funds all in was about \$11 million. Quite an achievement over the last several years. A testament to the City's financial core policies and also the financial planning and commitment to fund balance reserves.

The City's Audit complies with Illinois state law which requires a report of the City's financial position and activity presented in conformance with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards (GAAS) by an independent audit firm. The City's Auditors are Lauterbach & Amen, LLP. They are working on the City's Audit for this year.

The GFOA award does continue the 32 year track record of strong commitment to financial excellence. This award does represent the City going above and beyond in a commitment to financial standards and excellence. The National GFOA represents more than 20,000 public officials across the United States and Canada and also represents members in federal, state and local entities. Not only are they involved in financial planning they also look for implementing policies and financial direction for their cities and local government.

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I am pleased to introduce Diane Lantz, Executive Director of the Illinois Government Finance Officers Association (IGFOA) and a statewide affiliate of the National GFOA. She has extensive background in public finance and I am pleased to hand over the mic to her for this presentation award.

Diane Lantz, Executive Director IGFOA – Thank you Melissa. Thank you Mayor Prejna, Members of the City Council and City Manager Barry Krumstok for the opportunity to speak to you this evening. As Melissa noted, my name is Diane Lantz and I serve as IGFOA Executive Director. I have spent my entire career in state and local government finance over 25 years, at least that's all I'm going to admit to and I am a registered CPA in both Ohio and Illinois.

I would like to share with you a bit about IGFOA. We are a professional association, our mission is to promote excellence in Government Finance. We have about a thousand members across the state of Illinois. IGFOA has a strict non-advocacy policy with regards to legislative matters instead our focus is on education. Training members new to the profession on the basics and keeping our experienced members current on changes in legal requirements and accounting and financial reporting requirements as well as best practices with an emphasis on ethics and transparency. There is a constant need for relevant and timely training, for example the Governmental Accounting Standards Board also known as GASB is always propagating new accounting and reporting standards that have to be interpreted from theory to real life application. They just issued number 90 so that gives you an idea of how many standards Governments are required to comply with. Another example, is the Illinois General Assembly modifying existing legislation such as the Illinois Public Funds Investment Act or adopting new legislation that is confusing and not well defined in practice such as adopting federal guidelines and regulations which are now applicable to Illinois Governments. Members look to IGFOA for help and understanding of how to comply because in the government area failure to do so can result in undesirable outcomes such as the modified audit opinion or even penalties and fines.

So that's who we are and that's what we do and I'm proud to say that IGFOA is known as the leader among the state GFOA's, this of course derives from the leadership of the Association, for IGFOA it is our Executive Board comprised solely of volunteers. As you may know, Melissa Gallagher is the current President of the Illinois GFOA, having been elected by her peers last September to this office. Under Melissa's leadership IGFOA is thriving, however because of the time commitment required by such an important leadership role, Melissa's ability to serve effectively as IGFOA President would not be possible without the support of the Rolling Meadows City Council and the City Manager. I want to thank each of you for your support of Melissa to ensure her success in leading IGFOA and thereby the Government Finance Profession in Illinois. In a moment my colleague will present the City of Rolling Meadows with a prestigious award from the National GFOA. I would like to note that as part of my professional experience, I was previously the Assistant Director of Technical Services for the National GFOA. Tech Services is the Department that administers this award program. Having been an integral part of the program, I can assure you that there is no compromising on program standards. Only those communities who meet the rigorous program standards will receive this award. So once again, thank you so much for providing me with a few minutes of your time to express my appreciation to you for your support of the Illinois GFOA. It is my pleasure to turn it over to Rita Kruse, Finance Director for the City of Geneva also a past president of the IGFOA and currently GFOA State Representative of the Executive Board.

Rita Kruse, GFOA Executive Board State Representative - I'm honored to be here today on behalf of the Government Finance Officers Association to present this Certificate of Achievement for Excellence in Financial Reporting to the City of Rolling Meadows. This is the 32nd consecutive year in which the City has received the award. The Certificate of Achievement Program has been in operation since 1946, the purpose of this Program is to encourage and assist governments in preparing financial reports of the highest quality for the benefit of the citizens and other parties with vital interests in the government's finances. The Program has gained widespread recognition as a premier indicator of excellence in government accounting and financial reporting. To earn the

Certificate of Achievement for Excellence in Financial Reporting the City of Rolling Meadows has substantially conformed to all the Program's demanding criteria which goes well beyond the minimum requirements of generally accepted accounting principles. The Program participants submit copies of their CAFR to the Certificate of Achievement Program for in-depth review and evaluation. This review and evaluation is performed by two members selected from an impartial panel of government finance officers, independent certified public accountants, educators and others specialized experience and expertise in governmental accounting and financial reporting. Reports are also reviewed and evaluated by members of GFOA's professional staff which Diane spoke of a few minutes earlier. Only those who are judged by all reviewers have substantially met the Program's criteria are awarded the Certificate of Achievement for Excellence in Financial Reporting. This receipt of this award reflects the professionalism and commitment of numerous individuals as well as many hours of hard work. It also reflects a high degree of dedication and leadership in part of the City Council. The Government Finance Officers Association hopes that this award to the City of Rolling Meadows will serve as an example and encourage others to strive for the same high quality standards in their own financial reports. Therefore, it is my privilege, on behalf of the Government Finance Officers Association to present to Finance Director Melissa Gallagher and the City of Rolling Meadows with this Certificate of Achievement for Excellence in Financial Reporting.

Melissa Gallagher, Finance Director – Thank you very much.

Mayor Prejna – Thank you. I would add a few notes to this, not only is it excellent reporting but for those of you that were around in 2008 when the City had to borrow money to pay their bills, in the 10 year period we have excellent reserves, we have enough money that if there are dips in the economy we can still provide the same services to the citizens to Rolling Meadows without spiked tax increases. We've also put fund balances together and because of the things that have been done by Melissa Gallagher, her Team and the City we received excellent bond rating, we received lower rates on our bonds. The City of Rolling Meadows is in excellent financial shape and the citizens of Rolling Meadows can sleep well at night.

2) Taylor Morrison – Meadow Square Development

Barry Krumstok, City Manager – Thank you Mayor and City Council. Taylor Morrison has a PowerPoint presentation but before they come up Public Works Director Fred Vogt will be up here. This is following the preliminary approval that was given at Planning & Zoning has already changed again. The Planning & Zoning Commission did give it a negative recommendation to the City Council that you will see at the next meeting March 26, 2019. There still are tweaks continuing on with the process from the preliminary to the final, it went from 115 to 106 and there's a mix of 2 story and 3 story (Ryan Homes was 3 story). There is a patio option for the 3 story rear load and there is also some new color palette changes. Fritz Duda is here and is well known throughout the community representing Clark Street Development for the front commercial section of 1.6 acres. Taylor Morrison will be using the front section (1.6 acres) for their trailer (if approved) until the demo homes are built.

Fred Vogt, Director Public Works – Thank you, Barry. Some items of business that I'll cover briefly before the presentation. What you will see on the City Council Agenda next week are two items.

One is a Resolution for final plat of subdivision approval for this development. That was voted by the Planning and Zoning Commission on March 5th with a favorable vote of 5-2 with two absent. The conditions of approval are as follows:

- a. Plat of subdivision is to be recorded within two years (which is standard) of the approval of the City Council.

- b. A public right-of-way is to be dedicated for the proposed street to be constructed, from Kirchoff Road to a point 216 feet south of the south right-of-way line of Kirchoff Road.

The Final Meadow Square Planned Development was not approved by the Planning and Zoning Commission by a vote of 3-4 with two absent. The conditions of approval are as follows:

- a. Site is to be developed in substantial conformance with the preliminary plat of survey dated January 18, 2019.
- b. Final engineering and landscape plans are subject to approval by City staff and City Engineer.
- c. Site landscaping is to be consistent with plans submitted by Gary R. Weber Associates, Inc., February 22, 2019.
- d. Documents establishing the Homeowner's Association are subject to review by the City Attorney, who shall also review this Planning & Zoning Commission meeting minutes (public records) for consideration.
- e. All streets, site storm sewers, stormwater detention area, and street lighting are to be privately maintained by a Homeowner's Association.
- f. All three-story buildings will provide for the option for a three-car garage.
- g. Three-story homes will not be constructed where adjacent to existing single family homes.
- h. The owner of lots 25 and 26, as noted on the submitted plat of subdivision, will be responsible for construction of a wooden fence, minimum six foot high and board on board, upon development of the first of these commercially-designated lots.
- i. The developer is responsible for the removal of the existing driveway apron currently serving lot 25 upon the issuance of occupancy certificates for the on-site model homes. Construction/sales trailer must be removed within 30 days of occupancy of the model homes.
- j. The owner (Clark Street Development) is to negotiate for the construction of a proposed driveway apron and on-site pavement modifications on the east side of the right-of-way public street to provide permanent ingress and egress to the existing commercial property, and close the existing westernmost driveway on Kirchoff Road, all at owner's cost. City staff is available to assist with negotiations upon request of the developer.
- k. The developer shall reimburse the City for costs associated with completion of the downstream sanitary sewer capacity study.
- l. The developer (eventually the Homeowner's Association) shall provide for refuse and recycling collection service for the property via a private company.
- m. Off-street parking areas that are intended for guests shall be signed accordingly. No resident parking shall be allowed in these spaces. The Homeowner's Association shall be responsible for enforcement.
- n. Not more than 20% of the dwelling units in the subject property shall be allowed as rental properties.
- o. A Special Use is hereby granted for the proposed temporary sales trailer to be located on lot 25 or 26.

There have been several minor, yet significant changes to the proposed final planned development that Staff believes are positive changes (as these had all been in the process of negotiations with Ryan Homes up to the time of their withdrawal from the project):

- The proposed site plan has eliminated the three dead-end street segments that were previously proposed.
- The proposed site plan has improved upon connector walkway circulation throughout the development.
- The proposed site plan now provides additional off-street parking spaces (35 total) for guests.

- All streets are proposed to be privately owned and maintained by a Homeowner's Association that is to be created. The streets are to be constructed to the City's public street standards.
- All streets are to have curbs and gutters (which was not the case for all streets in the previous proposal by Ryan Homes).
- Fire Department and emergency vehicle access (street turning radii) has been improved and is now acceptable to staff.
- Along Meadow Drive, the existing eight foot (8') wide bike path (which ends and merges into a standard five foot [5'] width sidewalk where approaching Martin Lane) is proposed to be removed and relocated with a five foot wide concrete sidewalk where the proposed building facing Meadow Drive is to be set back only 11.5 feet from the property line. The relocated sidewalk will present the appearance of a 22 foot setback.

Those are the highlights that we see in working with this developer. We're available for any questions afterwards. I will turn it over to Taylor Morrison for their presentation.

Mayor Prejna – Fred, I have a quick question. On page 4, you're talking about Meadow Drive and consolidating the bike path. Would you go over that again? From the curb to the first unit, how far are those homes set back from Meadow Drive? Is it 22 feet from the sidewalk?

Fred Vogt, Director Public Works – From the curb to the proposed sidewalk would be 5 feet, the sidewalk width would be 5 feet and then there would be approximately 22 feet from the rear edge of the sidewalk to the face of the proposed buildings. 32 feet total from the curb to the face of the buildings.

Mayor Prejna – We're eliminating the bike path but you're making the sidewalk consistent with what's on the rest of Meadow Drive?

Fred Vogt, Director Public Works – Correct. We're proposing to align with the 5 foot sidewalk that continues south into the single-family area. 20 + years ago when the sidewalk was widened to 10 feet there was some anticipation that the bike path would continue south but the bike path plans over the last 20 years, including the 2017 citywide bike path plan, calls for an on street bike path going on Meadow Drive to the south. If it's ever developed it would probably be a bike path that would be in the parkway. We felt to preserve that as a bike path in that location certainly had its pros and cons but in order to make the development appear better from a streetscape standpoint that's what Staff is recommending.

Mayor Prejna – Does anyone else have any questions?

Alderman Budmats – In the beginning you said something about a plat of subdivision and something about a public street. So is it a public street or are they all private?

Fred Vogt, Director Public Works – All the streets are to be private with the exception of 216 feet of the street, on some of the plans it may be referred to as Aster Lane, but it's the one street that extends out to Kirchoff Road. The revised proposal the street is called Iris Lane since we already have an Astor Lane they had to find a different street name.

Alderman Budmats – That wasn't part of the original plan? Or was it?

Fred Vogt, Director Public Works – I believe that it was just because providing access to the commercial properties and not knowing where those curb cuts will ultimately be located on the two front out lots and also the desire to at some point to consider moving one of the driveways that serves the existing shopping center off

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of this proposed street in our opinion would provide safer transportation than to have the curb cut so close to the existing street. I believe that if the previous development had continued this section probably would have been a public street.

Alderman Budmats – So then are we responsible for providing that street? Or is the developer responsible?

Fred Vogt, Director Public Works – The developer builds the street and dedicates it as part of the plat of subdivision to the City. The City would inspect it and accept it at a future date.

Alderman Budmats – You talked about approving a plat of subdivision but then I was confused because it looked like they were going to be subdividing that one large piece into many separate pieces. Are they going to come back later to have all of those subdivided up into smaller plats?

Barry Krumstok, City Manager - The Planning and Zoning Commission has already approved the 3 lot subdivision so that's all it would be. The 2 upper ones which are the commercial lots (.8 each) and the over 9 acres is that last of big...

Alderman Budmats – When I look at their written description it looks like they're going to subdivide that further into more lots.

Fred Vogt, Director Public Works – If I can clarify, the Planning and Zoning Commission staff report referenced 3 lots which was consistent with what the preliminary approval. As you'll see in the presentation from the developer, the 22 buildings that they're proposing, the 106 townhomes would each be individual lots, the open spaces, the private streets would be a lot and the stormwater detention would be a lot and then the two commercial lots. There's a total of 26 lots altogether per their proposal. 22 lots for townhomes, 1 lot for the common spaces, 1 lot for street access/utilities/stormwater detention and then 2 commercial lots.

Alderman Budmats – But we've only given preliminary approval for three lots, right?

Fred Vogt, Director Public Works – That's what was presented and what was approved February 2018.

Mayor Prejna - Does anyone have any more specific questions for Mr. Vogt?

Alderman Budmats – One last thing, this is the parade route, right?

Mayor Prejna – Every other year.

Alderman Budmats - So we're cutting down the width of the sidewalk at the very mouth of the parade route? Is that what we're doing? Or what's being proposed?

Fred Vogt, Director Public Works – There is a 10 foot concrete sidewalk that extends on the east side currently from Kirchoff Road or in front of the Taco Bell south to the south end of the former Dominick's site, at that point it transitions to a 5 foot sidewalk. What is being proposed is to remove the 10 foot sidewalk and replace it with a 5 foot sidewalk.

Mayor Prejna - Mr. Vogt, do you want to do the next intro?

Fred Vogt, Director Public Works – Scott Brenbrugge and Mark McLaughlin from Taylor Morrison as well as Fritz Duda from Clark Street.

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Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development - We appreciate your time this evening. Thank you Mayor, City Council Members and City Staff. Some of this will be a repeat for this group but we also want to go through the entire explanation for the benefit of the public as well.

Quickly an introduction to Taylor Morrison, we're very proud to have received an unprecedented 4 years in a row being recognized as America's Most Trusted National Homebuilder. That is based on surveys of over 30,000 homebuyers from the top 20 national builders, Taylor Morrison is America's Most Trusted Brand in 2019 according to Lifestory Research. We are the 5th largest national homebuilder by closings and we're in 17 different markets in 9 states. This year will close about 110 homes in Chicago. Some folks might recognize us more by our previous brand-name before we entered the Chicago market, Orleans Homes. Taylor Morrison acquired Orleans 4 or 5 years ago. We have 10 active communities including Hawthorn Woods, Des Plaines, Lincolnshire and Geneva. These were all communities that we used as inspiration for the product that we're developing uniquely for Meadows Square. We also have six communities in planning in addition to Meadows Square in Rolling Meadows, in Arlington Heights we're proposing rowhomes in downtown Barrington we're also proposing rowhomes. We're very familiar with attached single-family development and we're very excited to be here in the City of Rolling Meadows.

Just to orient everyone to the subject property, we're a very short .6 miles east of Route 53. Access to regional transportation and employment is one of the biggest drivers of perspective homebuyers to the site. We are one of the only large builders that's focused exclusively on infill development in areas like Rolling Meadows. The site has been in this condition for number of years and I now Clark Street has been actively trying to get to the finish line in terms of a redevelopment of the site. What we see out there today is really 95% plus impervious asphalt and concrete foundations. In the initial phase of development all of the flat work would be demolished, ground up and either hauled off the site or used as granular fill for the development itself. The first order of business would be to remove all of that existing infrastructure.

City Staff and Fred did a good job of setting up the history. The City Ordinance Number 18 – 08 approved in February 2018 establish the preliminary plat of subdivision, the R-4 zoning on the bulk of the site and the remaining C-2 commercial on Kirchoff, it amended the Comprehensive Plan to include that R-4 zoning on largest portion of the site and approved the preliminary PUD subject to final PUD approval which we're here to discuss this evening.

It is our obligation at this point to put forward a final plan that not only addresses a lot of the concerns we saw in the meeting minutes and from City Staff but also remain substantially compliant with the preliminary plan. The commercial outlots were increased from 1.46 to a total of 1.6 acres, there are two .8 acre outlots, those will be retained by Clark Street but they will be partially improved and stabilized by Taylor Morrison is the master developer. The townhome unit count was decreased from 115 to 106 dwelling units. Two different product lines were retained as originally proposed by Ryan Homes. As Fred alluded to the dead-end streets were removed which was probably the number one order of business and the number one request we had. We improved both vehicular and pedestrian connectivity and circulation throughout the site and added curb and gutter to all the streets. We also added privacy fencing around perimeter of site not just adjacent to the commercial and increased the landscaping specifically around the buildings as they face the street on front elevation and on end unit side elevation.

I'll go through a little bit more detail on the proposed Taylor Morrison Architecture. Generally speaking, we have 54 rearload rowhomes that are three-story with Craftsman elevation and 52 frontload townhomes that are two-story with a Modern Farmhouse esthetic. We have a pretty good even split between those two product lines.

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I should also mention that we not only added additional guest parking offstreet but we also made sure that every home had at least two offstreet parking spaces in individual driveways per unit. The frontload townhomes will have all two car garages the rearload rowhomes will have two or three car garages, we're offering the option for a 3rd garage stall in tandem behind the primary two-car parking spaces in those garages.

This area here is where the rearload rowhomes are proposed. Here is the rendering I believe we've all seen showing the front elevation of those rowhomes. The remaining portion of the site is where the frontload townhomes are located. We took special care to have as many garages hidden away from the primary streetscape as possible. So you see the way we've been able to orient the garages of the rearload on the private streets in that portion and here on the frontload section we only have five buildings that face the primary spine road through the site. Here is the rendering that you've seen of that architecture.

Since our informal meeting and presenting to Planning and Zoning we did obtain feedback from the PZC and from City Staff with a few requests so we've attempted to address those here this evening. One request we received by numerous folks was to provide additional color palettes. Our renderings were meant as our initial concept but in practice we intend to propose at least 2 color palettes per product line, so no less than 4 total. This gives you an idea of some of the neutral color tones that we would propose for the modern farmhouse townhomes. We have curated prepackage color palettes that we would use for those 4 different palettes, we would pre-assign each building to a color to make sure we have really good anti-monotony and we're breaking up that streetscape. We also heard a request to supplement the variety of materials that were originally proposed that we were mostly accomplishing through texture with a variety of shake, clapboard, panels, gables and bracketry and we also want to include masonry accents.

The Planning and Zoning Commission also suggested that we demonstrate what that streetscape and cross-section is going to look like on Meadow Drive, this was something that everybody was having a hard time visualizing. As Fred described earlier, this cross-section shows how those existing parkway trees which are really close to the existing back curb are permitted to be preserved between the back of curb and the new 5 foot sidewalk and then with the additional 22 feet to the front of these buildings. We're creating a nice setback in the front of those Meadow Drive buildings of which there's only two. The actual legal property line would be at about the midpoint between the back of sidewalk and the front of the building. Of course in the field you can't see the property line, all that people perceive is the total setback.

That's the high level and the three of us are here for Q&A.

Mayor Prejna – Thank you. I'm good open it up for questions and clarifications from Council. I had a couple as I went through the packet. You state in here that not more than 20% of the dwelling units in the subject property shall be allowed as rental units. Is that going to be part of a covenant?

Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development - We would memorialize that through the recorded Declaration of the HOA.

Mayor Prejna - I brought this up in our meeting, you mentioned that there's two buildings on Meadow Drive, it's two buildings and each building has 6 units so a total of 12 units. There's a canyon that sort of forms along that street and I know that you brought this down 106 units but my recommendation is to make that 4 units on each side and put a green space in the middle of that. So instead of having 2 buildings with 6 units on each side it would be 2 buildings with 4 units on each side. That density is too high for that area. We're looking for some type of green space and that's the one criticism you did receive from us. As Alderman Budmats brought up that is one of the areas that we have a lot of activities. What can you do?

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Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development - I guess I want to understand the intent a little bit more. You mentioned a canyon, so we have about 100 feet of separation from the front of our buildings to the buildings on the west side of Meadow. Is that the canyon that you're talking about?

Mayor Prejna – No, I'm speaking of the canyon as you go down Meadows because as I'm looking at this you're telling me the proposed three-story building height is 28 feet to the top of the third story with an additional 8 – 10 feet of roof line. I'm gathering that's 38 to 40 feet high building.

Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development - We're actually going to keep the ridge below 39 feet so we would be code compliant.

Mayor Prejna – I'm going by what has been presented to me plus the fact that you have a continuous row and there's no green space in there. I think as we measured there's about 12 to 15 feet between the two buildings coming off of Meadow between building 11 and building 12.

Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development - That is correct.

Mayor Prejna – If we're going forward with this to reduce the number from 106 down to 102 or 100 units and putting a green space. I noticed behind that you have other three-story units that are not six units per building. That is my concern and I would ask for further comments from the Council.

Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development - You're right, the geometry does change as we go east, and it becomes more acute based on the street layout on the site geometry. The 12 foot building separation between those buildings on Meadow is consistent with the building separation that we worked closely with City Staff to establish our geometry in that rearload section. I will give you my initial thoughts on a concern I have with widening the separation of the buildings on Meadow which is that, as I mentioned earlier, we've been very careful to protect the garages on what were previously alley's from Ryan Homes that we've now made into full private streets to City standards with curb and gutter. It's still part of the building that we're not necessarily trying to promote as the primary streetscape. If you separate those two buildings on Meadow you're actually introducing a view corridor into that garage rear elevation. That's not necessarily something we want to showcase on Meadow Drive but I would like to hear thoughts from the rest of the Council and if that's a consistent request it's something that we can certainly work through with you tonight.

Mayor Prejna - If that's a concern, you can eliminate units on either end and have green open space on either end. Those are my thoughts. Any other questions for clarification?

Alderman Budmats -The space between those two buildings, 11 and 12, is how much?

Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development - 12 feet.

Alderman Budmats – Would you consider that a side yard?

Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development – Yes, sir.

Mayor Prejna – Further questions for clarification?

Alderman Budmats – The granulated fill, is that going to be in a hill? Or is it going to be all over? The meeting that I had there was talk of a hill of granulated fill. Is there going to be a hill or is it going to be distributed throughout the property? What is supposed to happen with the granulated fill?

Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development – Any granule fill that isn't exported from the site during demolition would be stockpiled on site and we would use to backfill underground trenches, under driveways, things like that.

Fred Vogt – Director Public Works – For clarification, this was a discussion topic when we were reviewing the grading plans and utility plans with the petitioner's engineer. I believe the initial submittal that we received was for a 5 or 6 foot high hill and there also have been discussions to lower that to roughly 3 feet and enhance it with some landscaping.

Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development – Any fill that's placed in the southeast corner would not be the granule fill that I was describing earlier because it's not structural. We would be using that as engineer fill. What would happen in the southeast would be organic topsoil and clay.

Alderman Budmats – Okay. In the meeting it sounded like that's where the leftover asphalt was going to go.

Mayor Prejna – Any other questions for clarification? Seeing none, we'll open the floor. I read the rules ahead of time. The first signatory is Glenn Taras.

Glenn Taras, 4 Knoll Ridge, Rolling Meadows - I've been a resident of Rolling Meadows since 1985, I live in the 7th Ward. The reason I wanted to come to the meeting is because the last time I was here had to deal with the South Bay Development and at that time we were going to wait as a City and hope that something else would come up down the road. That's been how many years now? The property itself has been vacant for how many years? I'm a taxpayer, you want to build 2 new fire stations and taxpayers have to pay for that and this is an opportunity to bring in property tax revenue. I know you have to work on the details, landscaping and various other issues. If I was on the City Council, I contemplated running but I have too many personal issues, I would try to do whatever I could to get someone to develop that property and start bringing tax revenue into the City of Rolling Meadows. Thank you for listening to me.

Mayor Prejna – Thank you Mr. Taras for coming forward. The next signatory is Annette Szafran.

Annette Szafran, 2309 Central Road, Rolling Meadows – Good evening, Mayor, Council Members and Barry Krumstok, City Manager. I heard your concerns about the height of the buildings along Meadow Drive and I agree with you. I think as you approach it it's going to look like an eyesore. I think it should go back for redesign and then proposed back to the Planning and Zoning Commission. I have a fear that you're rushing this project through like we have done with so many other projects. We don't give enough time to really look at the fine details that we should all be made aware of. It's a good proposal but it's so similar to the Ryan Homes. I don't know why you say it's unique, what's unique about it? Townhomes 2 and 3 stories, the same situation we had before. I think having 4 units in the front would be a much more complementary design along Meadow Drive. My recommendation would be to send it back, have them redesign this and bring it back and don't rush this through. I have a fear that you all feel that your time is running out so let's get this done. We don't want that. The residents of this town have waited long enough and we probably all resigned ourselves to the fact that it's going to be townhomes now but let's give it the amount of time and make the design worthwhile and not an eyesore for Rolling Meadows.

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Mayor Prejna – Thank you for coming forward.

Mayor Prejna closed the floor.

Mayor Prejna – Further discussion from Council. Mr. Banger.

Alderman Banger – Thank you. I looked at this and I like the layout. I'm not looking for expanding the corridor. The townhomes along Meadows Drive, if you look at the artist rendering, it's basically setting out the entrances and covering everything up with landscaping (shrubs, bushes and trees, etc.). I get what they're saying about not opening up the rear of the units behind them with your canyon idea. I saw what they had and I'm quite content with that so if it comes right down to it I'm a fan of what they have here. I understand what Ms. Szafran is saying, don't rush this through but this is something that we've seen before in fact they skinned it down a little bit from what Ryan Homes had planned. There's more green space and less buildings. I do like what they did with the through streets versus the dead ends and also the curb and gutters, it's going to be like the rest of the City rather than its own little enclave. As it stands I support what this looks like currently. Thank you.

Alderman Majikes - I probably should have asked during clarification. Taylor Morrison is saying that they are going to keep a 39 foot with roof line, do we have any idea if Lexington Homes is at the 39 foot roof height?

Fred Vogt – Director Public Works – I do not know the answer. I will put it in the report for next week.

Alderman Majikes - That would be perfect, thank you.

Alderman Budmats – Question. The artist rendering of the three-story, are there windows on the side of the building?

Scott Barenbrugge, Taylor Morrison, VP of Land Acquisition and Development – The rendering is just to give you a general idea. Yes, we will have windows on the side elevations.

Alderman Williams - Do we know what the setback is across the street? The businesses and the fire station on the other side of Meadow Drive. I'm trying to get an idea of how much a canyon effect is going to be.

Fred Vogt, Director Public Works – The ice cream business at the corner of Kirchoff and Meadow Drive is well setback because of the parking lot and I believe the setback for the fire station is probably 25 to 35 feet because you can park some vehicles in front of that.

Alderman Williams - So the total distance from the front of the new buildings to across the street is going to be around 70 feet wide expanse a little canyon effect on one side.

Mayor Prejna – Is there further discussion? Mr. Cannon.

Alderman Cannon - I imagine some people probably won't want to hear these comments but I think it really looks nice the way it is. I would suggest to people that are concerned about the look of this, go to Palatine at the corner of Smith and Palatine Road there's a whole set of rowhouses on the west side of the street, they actually go all the way up to the street, the front steps actually go out to the sidewalk and they have no green space in between at all other than the little patch they have right in front of the house. I think they look really nice but that's only my opinion. I don't think we're rushing into this at all. We've looked at a lot of plans. Ryan Homes came in with a plan that most of us were going to support and this just improved upon that. All of the

things that Staff wanted are included in this plan and I think they've done a really nice job. Thank you for listening.

Mayor Prejna – Further discussion? The idea that I brought up to bring the density down from 106 to 100. I guess I'm going to ask for a Straw Vote from the Council if anybody would support asking them to come back with plans to lower it from 106 to 100 townhomes. Anybody in favor, raise your hand. Opposed? 1 in favor and 5 opposed. I'm just concerned about that area because once it's built there's nothing we can do about it. Any final questions? Thank you for coming forward tonight.

3) Term Limits for Alderman (Alderman Banger)

Alderman Banger – Thank you. I brought this out in 2012 and I think Mayor Prejna brought it up in 2014. It's quite simple and I'm a big believer in term limits. The Mayoral term limits in the City of Rolling Meadows is two terms and the City Council term limits are three terms. From housekeeping standpoint I wouldn't mind making the Aldermanic term limits the same as the Mayor. I think two terms gets more people out between four and eight years' experience in local government and I think it's just great to have those people scattered throughout these neighborhoods. It was just previously discussed that it's hard to find enough people to run for these positions now so if there were more races there would be a hard time finding people to fill the seats. I think the upcoming election disproves that, there are tons of people running. I also think just from experience, a lot of people are just intimidated by running against somebody so the more times a term would end with nobody in that seat, I think that would prompt a lot more people to fill that seat.

If there is a positive vote by this City Council, then there will be a Resolution created for a referendum question to be placed on the March 17, 2020 ballot to start the process. We can let the residents of Rolling Meadows decide if they want to limit the Aldermanic terms capped a two consecutive four year terms.

Alderman Budmats - In the case of partial terms, I'm filling out a piece of somebody's term so would I be eligible to sit two more terms?

Alderman Banger – Yes.

Barry Krumstok, City Manager - Yes, the Ordinance states four-year consecutive so if you're filling one, that doesn't typically count for that.

Mayor Prejna – We would like a Straw Vote to limit Aldermanic term limits to two consecutive four-year terms. A referendum question would be added to the March 17, 2020 ballot for the voters. All in favor; opposed? 5 in favor and 1 opposed.

Barry Krumstok, City Manager – There will a Resolution created for a referendum question to be placed on the March 17, 2020 ballot.

4) Dwelling Unit License Program/Ad Hoc Committee

Fred Vogt, Director Public Works – At the February 26, 2019 City Council meeting, the Rental Dwelling Licensing Program was extended for a one-year period (ord #19-18), through December 31, 2019. As a condition of this program extension, City Council directed that an “ad-hoc committee” be formed. Staff requests that City Council provide:

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1. Input and parameters be provided as to concerns, problems, and changes to consider to the program administration, if improvements are believed to be needed.
2. Direction to the composition of the proposed ad-hoc committee; how many members, how to select members, anticipated length of service.
3. Any other considerations.

This past week, staff members of Public Works' Community Development Division and the Police Department convened to review and discuss the program; the benefits, the challenges, and to identify is changes and improvements are recommended.

We provided a lot of information to you in case you are not familiar with the history of the City's Rental Dwelling Licensing Program. The City's program was established in 1990. I has been very successful especially in the early days in regards to resolving a number of problems particularly in the larger multifamily complexes on or near Algonquin Road. It has been expanded over the years to include condominiums, townhomes, and single-family homes – anywhere that a dwelling unit is being rented.

The program is intended to be self-sufficient in that the fees are meant to cover the cost of the inspections and program administration. Licenses are June 1st to May 31st cycle.

The City's Program has provided continual assistance to the Police Department in raising the bar on rental standards, especially for apartment complexes in crime reduction and reduction of undesirable renters.

The City's program provides assistance and benefits to both property owners and tenants. Owners gain the benefits of crime reductions, tools to evict or terminate leases, while tenants gain an "advocate" for repairing complaints (heating, cooling utilities suspicious activities, etc.) to the City, police department and Community Development Department.

Staff recommends:

1. Staff suggests that consideration be given to the development and distribution of a survey to all, or to a random cross section of rental landlords and tenants, within the City's apartment complexes, townhomes and condominiums, and single family house to determine real and/or perceived levels of program satisfaction, problems, and suggestions for improvements, either before or after the creation of a "committee", should a committee be deemed to be necessary.
2. Questions were raised in regard to "Air Bed & Breakfast" arrangements. Staff's view on these focus of business is that they are considered as property "rentals" and should be subject to licensing, fees, and inspections by the City.
3. Staff believes that, because in recent years the onsite rental inspection rates have been in decline (due to work load and staff reductions) that we are seeing an increase in facility violations and adjudication cases. Outsourcing and/or staff overtime should be considered to supplement rental inspections, with fee schedule adjustments if necessary to "break even" on costs to the City.

Barry Krumstok, City Manager – Since this was brought up we had at least one individual who has expressed a lot of interest to be on the committee and has been a long-term landlord for multiple properties. If anyone else is interested please contact the Mayor.

Mayor Prejna – Any questions for clarification? Any discussion?

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Alderman Majikes - Since we last spoke about this regarding the ad hoc committee, I only had two residents reach out about wanting to be on the committee. I thought we would have more feedback or responses. I think before we jump into forming a committee we should start out with a survey to see what kind of responses we get from that.

Mayor Prejna - You mentioned that the licensing renewal applications go out within the next month. Could Staff put a survey together to go out with the applications?

Elizabeth Payne, Administrative Services Coordinator – Normal procedure to send out rental renewals is to have them out by April 1st in order to give rental property owners two months to respond. All rental renewals are due by May 31st.

Mayor Prejna – If you sent that out in April you would get back to Staff in July?

Fred Vogt, Director Public Works – We can certainly request the responses to come back sooner. If we distributed the surveys with the renewals the first week of April, we can ask for them to be due back to us by May 1st so that can have response to Council in May or June.

Alderman Gallo – How many licenses/landlords do we have in the City of Rolling Meadows?

Elizabeth Payne, Administrative Services Coordinator – I can't tell you exactly how many landlords there are because there are many owners that own multiple properties. I can tell you we have approximately 1030 rental licenses and multiple apartment buildings on top of that.

Alderman Gallo – Are we able to sort and see how many of those licenses are owned or obtained by a single entity?

Elizabeth Payne, Administrative Services Coordinator – Yes that can be done.

Mayor Prejna – Anything else Mr. Gallo?

Alderman Gallo - We just need the licensees to develop a committee. We need to know who the licensees are so that we can have an adequate ratio perspective.

Fred Vogt, Director Public Works – We can certainly ask in the survey if anyone has an interest to participate in a working committee.

Alderman Cannon - I saw on here Fred that you guys are proposing some fee changes. Would those take place next year? Is that what the proposal is?

Fred Vogt, Director Public Works – Correct.

Alderman Cannon - It sounds like we have trouble getting enough inspectors out to do the work because they have plenty of work to do already. Do we ever subcontract any of these inspections or is it just too difficult to do?

Fred Vogt, Director Public Works – To my knowledge we have not. We have discussed that and it's certainly something we should keep on the table based on workloads.

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Alderman Cannon - Can we do that economically?

Fred Vogt, Director Public Works – We would have to analyze that in regards to our fees to make sure that we're still whole and that the program is still revenue neutral.

Alderman Cannon - In light of some of these pictures that you guys showed us, I was wondering if it would be more prudent for us to inspect more often than we do right now. Instead of once every five years? Maybe once every four years? I don't know, I'm just asking, is it doable? Some of these pictures are pretty awful.

Elizabeth Payne, Administrative Services Coordinator – Yes, some of those pictures are pretty awful and an unfortunate reality sometimes. Apartment buildings are inspected every year, a certain percentage of them are inspected based on the number of violations that we've found in the previous years. So if you have four violations we are going to inspect a higher number of units versus someone who has an average of less than one violation. There is also a provision within the context of the rental code that if there are more than four violations found in an inspection year we will come back the next year.

Alderman Budmats - I read in here that we don't normally charge for re-inspection?

Fred Vogt, Director Public Works – Correct. That has been our recent and past practices. If we have a violation and have a re-inspection we don't charge for that. If we have a second or a third re-inspection because they didn't fix it the first time then we do have the ability to charge a fee if we get a continuous need to re-inspect that are felt unreasonable.

Alderman Budmats - Based on the shortage that's described, we could pay for the inspectors salaries by charging for those re-inspections?

Barry Krumstok, City Manager - We could but we would need to change the ordinance so we can actually charge that.

Alderman Budmats - How many of the crime free seminars did we have in 2018?

Officer Carlos Saez – We offer one Saturday every month with at least five or more landlords that have signed up for our seminar. It's a four hour seminar.

Mayor Prejna – Any other questions? I am going to request a Straw Vote for Staff to develop a survey to be sent out with the next renewal applications. All in favor, raise your hands. You have unanimous consent.

Alderman Budmats - How do we intend to get residents who live in these dwellings involved? All I heard was how are we getting landlords involved. How are we going to get the residents who live in these buildings to have a voice?

Fred Vogt, Director Public Works – We will discuss that internally but my initial thought would be to take a random sampling of rentals and do mail outs specifically to the tenants.

Barry Krumstok, City Manager - If you have people who would like to participate, give us names and we will include them too.

5) City Bridge Inspection/Maintenance Procedures

Fred Vogt, Director Public Works – this is a piece of information, no action is required. We've had some recent discussions about the IDOT Bridge for Route 53 over Kirchoff Road at recent Council meeting. I just wanted to clarify for you and the public's information that the City of Rolling Meadows has ownership and maintenance responsibility for ten (10) roadway bridge structures:

- Kirchoff Road over Salt Creek
- Campbell Street over Salt Creek
- Central Road over Salt Creek (location #1 at Barker Avenue)
- Central Road over Salt Creek (location #2 at Brookmeade Drive)
- Carriageway Drive over Salt Creek
- Meadowbrook Drive over Salt Creek
- Lois Drive over Salt Creek
- Barker Avenue over Salt Creek
- East Frontage Road over Salt Creek
- West Frontage Road over Salt Creek

All City owner roadway bridges are formally inspected based on a schedule established and administered by IDOT. Generally speaking, the bridges are inspected every two years by the City Engineer, with condition reports forwarded to IDOT and to the Public Works Department. Maintenance is performed within the parameters of the City's annual operating budget; typically in summer to coincide with the City's annual street resurfacing programs that are competitively bid.

In the past 25 years, five (5) City maintained bridges has been reconstructed or rehabilitated:

- Kirchoff Road – 1996
- East and West Frontage Roads – 2011
- Carriageway Drive – 2013
- Barker Avenue – Scheduled in 2019

All five bridges were funded at 80% level by use of federal highway/bridge monies administered by IDOT, at an average construction cost of \$600,000. The City's share of each project cost was \$20%.

Routine maintenance work on bridges includes:

- Crack sealing of asphalt or concrete wearing surfaces
- Replacing joint sealants
- Cleaning of sediment in channels
- Railing repairs
- Repair of concrete delamination
- Drain repairs
- Pavement resurfacing of decks

Note that the City is not responsible for bridges on State and County highways, including Euclid Avenue, Quentin Road, Algonquin Road, Golf Road, Meacham Road, IL Route 53, and I-90 Tollway. (The bridge on Old Plum Grove Road at Hartung Road is the maintenance responsibility of Cook County Department of Transportation and Highways, per agreement of 2007 that funded the roadway reconstruction.)

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The City annually provides funding within its Local Roads program for annual structural engineer inspections (\$30,000) and for miscellaneous local bridge repairs (\$50,000), which in most years is sufficient to cover routine maintenance costs. In the event that additional funds are needed for more significant repairs, and is not of an emergency nature, it would be requested that the budget provide for the necessary funding in the following year.

Mayor Prejna – Regarding the City bridge maintenance, all five bridges were funded at 80% level by use of federal highway/bridge monies. So in other words, we have grant money, do you write the grants or do you have someone?

Fred Vogt, Director Public Works – It comes from the City Engineer.

Mayor Prejna – So the City Engineer writes for grant money for us? Correct?

Fred Vogt, Director Public Works – That is correct, when there are needs they work with us and the State (District 1) Managers. We always make sure that there are grant funds available. We look for a programming year. The State prefers we do those well in advance so that they can program that several years out. Barker, for example, is a 2019 project I believe we started that endeavor in 2014. It takes time.

Mayor Prejna – We do have a company that we hired to write for grant money, correct?

Barry Krumstok, City Manager – Yes, we do. But for STP and IEPA and some of the others, that's where Burke Engineering is utilized for a bunch of those.

Mayor Prejna - Is it a partnership with Public Works for the grant money?

Barry Krumstok, City Manager – It typically is with the City.

Mayor Prejna – I always smile, six years ago I was a young Alderman and I said we're going to get Kirchoff Road done and you told me that we're going to get grant money, it will be 80% from the State and 20% from the City. Six years later it is finally getting done in 2019. I want the residents to know that we do go out for grant money which helps offset costs and we do have someone that helps us write for grant money.

Fred Vogt, Director Public Works – To get grant money it takes patience and persistence.

Mayor Prejna - And the expertise that you guys have. Any other questions?

Alderman Cannon - I know Burke always does a nice job for us but do we ever put this out for bid? I know there are other companies that do bridge work.

Fred Vogt, Director Public Works – For the bridge repairs, if we can't do them in house they are typically part of a bid project with our Street programs. That's when we put them out for bid because there's generally not enough work to make it worthwhile. If we're looking at only \$40,000 or \$50,000, we'll probably pay more for it than it's worth then try to find somebody for a small job which is why we've always preferred to put it in with the Street program. As far as the bridge inspections, we do not bid those. If we were looking elsewhere we certainly could put proposals out in the future to other companies. We have been very satisfied with Burke given their level of expertise and their ability to work with the state officials on getting grant money when we need it.

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Alderman Cannon - I just ask you to consider bidding those out. I don't have a problem with Burke I just think it would be nice to have a little competition.

Alderman Budmats - Are there any proposed repairs to Kirchoff Road Bridge with the upcoming renovation?

Fred Vogt, Director Public Works – There are some minor repairs that were called out by Christopher Burke Engineering in their inspections and by the State and their plan review which is part of the contract for the resurfacing that will start shortly.

Alderman Gallo – For bridges that we don't maintain, if they're out of our domain how often do we communicate with those entities that do, in terms of their quality and the status of the bridge condition?

Fred Vogt, Director Public Works – On a complaint basis or on a notice basis by staff or by the engineers. I'm sure that we have in our regular programs that travels through the City an awareness of things that are problematic, we certainly notice that when we do street sweeping or any type of maintenance around those bridges. It's not something that's done regularly but we have to rely on the state and county to do their bridges but we will certainly notify them as we have recently with Kirchoff Road. We actually noticed a problem with one of the joints before the reports started coming out in the media.

Barry Krumstok, City Manager – It's also the same one that Alderman Budmats mentioned.

Mayor Prejna – Any other questions on bridges? Seeing none, do I have a motion to adjourn? Alderman Banger has made the motion and it has been seconded by Alderman Majikes. All in favor? Opposed? We're done.

There being no further business, by unanimous consent the Committee-of-the Whole meeting was adjourned at 9:01 p.m.

Respectfully submitted by: Judy Brose, Deputy City Clerk