

**CITY COUNCIL
MEETING MINUTES
July 28, 2020**

Mayor Gallo called the Council meeting via Zoom Teleconferencing to order at 7:30 p.m.

Pledge of Allegiance to the Flag

ROLL CALL:

Present: Cannon, Budmats, O'Brien, Vinezeano, Bisesi, D'Astice, Sanoica

Absent: 0

With 7 present and 0 absent there is a quorum.

Members of the virtual audience are reminded that these proceedings are being recorded for current and future broadcast.

Staff Members Present Remotely: City Manager Barry Krumstok, Finance Director Melissa Gallagher, Deputy City Clerk Judy Brose, Assistant to the City Manager Lori Ciezak, Police Chief John Nowacki, Fire Chief Jeff Moxley, Director Public Works Rob Horne, Assistant Director Public Works JoEllen Charlton, Business Advocate Martha Corner, City Attorney Melissa Wolf

Public comment will be afforded to the public who are joining us on this conference line as long as they provided their contact credentials and the subject matter for which they would like to speak about before the deadline as noted on tonight's agenda.

Members of the public present in the City Council Chambers listening to the meeting will be afforded the opportunity to provide public comment in accordance with the procedures applicable to public comment at an in-person meeting of the City Council. Namely, members of the public must have signed-in before the start of the meeting.

In addition, written comments that were submitted prior to the meeting will also be read.

MOTION TO APPROVE MINUTES:

The first order of business is to approve the minutes from the *June 16, 2020 Committee of the Whole Meeting*. Is there a motion to approve the minutes? Alderman Sanoica made the motion and it has been seconded by Alderman Bisesi. Are there any corrections, additions, or deletions to the minutes? Seeing none, will the Clerk please call the Roll.

AYES: Budmats, O'Brien, Vinezeano, Bisesi, D'Astice, Sanoica, Cannon

NAYS: 0

ABSENT: 0

With 7 in favor and 0 opposed, these minutes are approved.

MOTION TO DEVIATE: None

MAYOR'S REPORT:

I just want to give a quick thank you to the volunteers on our Complete Count Committee for the Census initiative. Megan Gawlik and her husband Michal have volunteered their time this weekend and Saturday evening for the ice cream social which was hosted a La Michoacana on Algonquin Road. There was a wonderful turnout, we catered to quite a few attendees and majority of them were residents of Rolling Meadows and we had a significant number actually participate and take the Census. Special thanks to Alderman Sanoica for your attendance and for your translation, I don't think it would have been as successful if we didn't have somebody who was bilingual in this case so thank you for that.

WARD REPORTS: None

MEETING OPEN TO THE PUBLIC FOR 20 MINUTES:

The next step is to open the meeting to the public for public comment and there are a couple of names on the list I received. 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.

Per Rules of Procedures the public is to address the City Council, and the fact that no member of the City Council responds does not mean that the City Council or any member thereof agrees or disagrees with the comment. 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 first name 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. Comments supporting or opposing a nominated person's candidacy for elective office of the City shall be out of order.
 - 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.

Melissa Whitley, Attorney at Elliott & Associates – Good evening Mr. Mayor and City Councilmembers, I represent Michael DeCarlo and the class 6b tax incentive application that is before the City Council this evening. Mr. DeCarlo and I are on this Zoom call and we're here and available for any questions that you might have. Mr. DeCarlo is requesting the class 6b tax incentive for his business DeCarlo Construction at the location of 4000 Industrial Avenue.

Zachary Kafitz, Attorney at Sarnoff & Baccash – Mayor and Aldermen, we are here before you for another class 6b request for the property located at 900 and 980 Carnegie Street. We are looking to have a resolution in support of a class 6b on both, they're totaling about a little over 180,000 square feet. Hyper Microsystems, Inc. will be occupying for its use consisting of asset recovery, light manufacturing and warehousing and distribution of consumer goods and IT equipment. They're looking to spend about \$1-2 million to improve the site and bring roughly about 59 jobs and add 15-25 more jobs in the coming years. These are just some of the things I wanted to highlight and let you know we're here to answer any questions you may have. Thank you for having us.

Mayor Gallo – I received a letter from Joline M. Hoffman, the agent for the owner at Plum Grove Shopping Center, 2164 Plum Grove Road, Rolling Meadows and I will read it for the record.

Dear Mayor Gallo:

Thank you for taking the time to speak with me today about the potential of Laredo Hospitality Ventures LLC operating a gaming cafe at the above address.

As I mentioned to you, the lease with Laredo was signed exactly a year ago- on July 15, 2019. Since then, Laredo has spent significant time and money on architectural, design and legal fees as did Plum Grove Properties. No rent has been paid yet per the terms of the lease.

When I was first contacted by Laredo's real estate broker, Noel Escalona, about 20 months ago, I was reluctant to agree to the use in the center. I was persuaded to consider the use by Martha Corner who claimed the then mayor wanted the use in the center and, as I learned more about the cafes from Noel and visited them myself, the use seemed like a natural fit for the center. Since July 15, 2019, Laredo and Plum Grove Properties have worked to obtain the permits and licenses necessary to operate the cafe in a space that has been vacant for approximately 8 years.

While no guarantees were made by any representative of Rolling Meadows that those permits and licenses were a "sure thing", we were led to believe that, in general, the city was supportive of the use at the center. Laredo has met all the architectural and design changes, including installation of the required hood, and obtained the necessary building permits and plan approvals as required by the city. As such, the opposition that Laredo has faced at this point has surprised us, particularly since there is one additional "slot" available for a gaming cafe within the city limits coupled with the early encouragement we experienced from city representatives over the course of numerous conversations throughout 2019.

As you are no doubt aware, due to the pandemic the current retail environment is horrendous bordering on calamitous. A number of current tenants at Plum Grove either have not paid rent at all since the pandemic forced closure of their business or have significantly reduced rental payments based on what they are able to pay rather than what they are obligated to pay. Ownership tries to accommodate and work with each tenant in order to help them remain in business while our expenses such as utilities, real estate taxes, common area maintenance etc. continue unabated for the most part.

Additionally, presently there are 3 vacancies at Plum Grove Center, totaling 7231 sq. ft., including the 1500 sq. ft. Laredo has leased. We are hopeful that the pandemic does not increase this vacancy square footage when all is said and done but the reality is that it may. Obviously, any traffic and activity in the center will only benefit the other tenants in the center at a time when activity is sorely needed.

No doubt sales and other tax revenue the city receives has been substantially reduced this year to date. The projected revenue generated by a gaming facility is impressive and, I surmise, is also sorely needed. Accordingly, I respectfully request you and the City Council approve the use and all required licenses for Laredo to operate the 5th allowable gaming cafe within Rolling Meadows at Plum Grove Center as soon as possible. Time is of the essence for all of us!

*Yours very truly,
Plum Grove Properties, LLC
Joline M. Hoffman
Agent for Owner*

Mayor Gallo closed the floor.

➤ **PENDING:**

A) Ordinance No. 20-27 – Approve a Special Use to Allow Outdoor Storage and Variations for Side and Rear Yard Pavement Setbacks at 4000 Industrial Avenue (2nd Reading)

Is there a motion to adopt this Ordinance? Alderman O'Brien has made the motion and it has been seconded by Alderman Sanoica. Is there any discussion? See none, the question is shall the Ordinance be adopted. Will the Clerk please call the Roll.

AYES: O'Brien, Vinezeano, Bisesi, D'Astice, Sanoica, Cannon, Budmats
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed this Ordinance is adopted.

B) Ordinance No. 20-28 – Approve an Amendment to the Ramlin Rose Planned Development to Authorize a New 70-Space Parking Lot and Associated Improvements for Property Commonly Known as The Preserve at Woodfield located at 4700 Arbor Drive (2nd Reading)

Is there a motion to adopt this Ordinance? Alderman Sanoica has made the motion and it has been seconded by Alderman Bisesi. Is there any discussion? See none, the question is shall the Ordinance be adopted. Will the Clerk please call the Roll.

AYES: Vinezeano, Bisesi, D'Astice, Sanoica, Cannon, Budmats, O'Brien
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed this Ordinance is adopted.

➤ **CONSENT ORDINANCES:**

Mayor Gallo - The next item on the agenda are the Consent Ordinances. It consists of six (6) items, item C through H. I am going to pull items C and D because staff is requesting a waiver of 1st reading for each of these. As a result, does any Alderman wish to pull items E, F, G or H from the Consent Ordinances? Seeing none, the Chair declares it in order for one motion to consider the remaining four (4) Ordinances, in one motion without debate. Is there such a motion to consider these Ordinances for 1st reading? Alderman Sanoica has made the motion and it has been seconded by Alderman Cannon.

- E) Ordinance No. 20-00 – Amend Chapter 6 Entitled “Alcoholic Beverages” of the Rolling Meadows Code of Ordinances Regarding Regulations Applicable to Licenses for Video Gaming (1st Reading)**
- F) Ordinance No. 20-00 – Approve a Text Amendment to the Zoning Ordinance of the City of Rolling Meadows to Define, Establish and Regulate Video Gaming Cafes as a Special Use within the Commercial Districts of the City of Rolling Meadows (1st Reading)**
- G) Ordinance No. 20-00 – Approve Text Amendments to Define and Regulate Adult-Use Cannabis Craft Grower Business Establishments and Adult-Use Cannabis Infuser Organizations as Special Uses in the M-1 and M-2 Zoning Districts in the City of Rolling Meadows (1st Reading)**
- H) Ordinance No. 20-00 – Approve Extending Liquor License Termination Deadlines for Class A1, Class A2, Class A3 and Class D Liquor Licenses (1st Reading)**

The question is shall the Ordinances be moved forward for 2nd Reading? Will the Clerk please call the Roll.

AYES: Bisesi, D’Astice, Sanoica, Cannon, Budmats, O’Brien, Vinezeano
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed, the Ordinances will be moved forward for 2nd reading.

Mayor Gallo – Circling back to Item C.

- C) Ordinance No. 20-29 – Approve Confirming and Extending the State of Emergency within the City of Rolling Meadows Due to the COVID-19 Pandemic (1st Reading)**

Staff is requesting a waiver of 1st reading for item C so it Ordinance can be approved immediately. Is there an Alderman willing to make a motion to waive the 1st reading for this Ordinance? Alderman D’Astice has made the motion and it has been seconded by Alderman Sanoica. Is there any discussion?

Seeing none, the question is shall the Ordinance be moved forward for final approval, will the Clerk please call the Roll.

AYES: D' Astice, Sanoica, Cannon, O'Brien, Vinezeano, Bisesi
NAYS: Budmats
ABSENT: 0

With 6 in favor and 1 opposed, the Ordinance does move forward for final approval.

Ordinance No. 20-29 is now back for final approval. Is there a motion to adopt this Ordinance? Alderman Sanoica has made the motion and it has been seconded by Alderman Budmats. Is there any discussion? Seeing none, the question is shall this Ordinance be adopted, will the Clerk please call the Roll.

AYES: Sanoica, Cannon, Budmats, O'Brien, Vinezeano, Bisesi, D' Astice
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed. This Ordinance is adopted.

Mayor Gallo - This brings us back to Item D.

D) Ordinance No. 20-30 – Authorize and Regulate Temporary Signs for Businesses Impacted by the Covid-19 Pandemic (1st Reading)

Staff is also requesting a waiver of 1st reading for so this Ordinance can be approved immediately. Is there an Alderman willing to make a motion to waive the 1st reading for this Ordinance? Alderman D' Astice has made the motion and it has been seconded by Alderman Sanoica. Is there any discussion? Seeing none, the question is shall the Ordinance be moved forward for final approval, will the Clerk please call the Roll.

AYES: Cannon, O'Brien, Vinezeano, Bisesi, D' Astice, Sanoica
NAYS: Budmats
ABSENT: 0

With 7 in favor and 0 opposed. This Ordinance will be moved forward for final approval.

Ordinance No. 20-30 is now back for final approval. Is there a motion to adopt this Ordinance? Alderman D' Astice has made the motion and it has been seconded by Alderman O'Brien. I'm aware that there is a request for a modification or amendment to this, so I'm going to open the floor to Assistant Director Charlton to recommend the amendments that staff is looking to pursue.

JoEllen Charlton, Assistant Director Public Works – On page 73 of the packet, I want to direct your attention to paragraphs IV and V, staff is requesting amendment of language that identifies *temporary cardboard signs*, it occurs in three places, in paragraph IV(1)(a), IV(2)(a) and V(2) with a suggestion to replace that language with *temporary corrugated plastic signs*. That is the only recommended change at this time.

Mayor Gallo – Is there a member of the Council willing to make a motion to amend the language from *temporary cardboard signs* to *temporary corrugated plastic signs*? Alderman D’Astice has made the motion and it has been seconded by Alderman Budmats. Is there any discussion on this amendment? Seeing none, will the Clerk please call the Roll on the amendment.

AYES: Budmats, O’Brien, Vinezeano, Bisesi, D’Astice, Sanoica, Cannon
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed. The amendment is incorporated.

Ordinance No. 20-30 is now back for final approval as amended. Is there any discussion? Seeing none, the question is shall this Ordinance be adopted. Will the Clerk please call the Roll.

AYES: O’Brien, Vinezeano, Bisesi, D’Astice, Sanoica, Cannon, Budmats
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed. This Ordinance is adopted.

➤ **NEW BUSINESS:**

I) MOTION TO APPROVE PAYMENT OF BILLS ON WARRANT 7/28/2020

The next item of business is a motion to approve the Warrant from July 28, 2020 as presented by the Finance Department. Is there a motion to approve the Warrant? Alderman Sanoica made the motion and it has been seconded by Alderman O’Brien. Is there any discussion? Seeing none, will the Clerk please call the Roll.

AYES: Vinezeano, Bisesi, D’Astice, Sanoica, Cannon, Budmats, O’Brien
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed. This Warrant is approved.

➤ **CONSENT RESOLUTIONS:**

The next items on the agenda are the Consent Resolutions. It consists of nine (9) items, items J and R. Does any Alderman wish to remove any item from the Consent Agenda for Resolutions?

Alderman Budmats – Items J, K, M and R.

Mayor Gallo – Any others? Seeing none, the Chair declares it in order for one motion to consider the remaining five (5) Resolutions, items L, N, O, P and Q in one motion without debate. Is there such a motion? Alderman Sanoica has made the motion and it has been seconded by Alderman Cannon. The question is, shall the remaining five (5) Resolutions be adopted?

- L) **Resolution No. 20-R-73 – Authorize the Support of a Cook County 6b Classification Tax Incentive for Property Located at 4000 Industrial Avenue**
- N) **Resolution No. 20-R-75 – Adoption of the Local Business Assistance Program**
- O) **Resolution No. 20-R-76 – Approve Preliminary and Final Approval of the James Bielarz’s Plat of Consolidation, Consolidating Two Properties known as 4280-4290 Kirchoff Road in the R-1 Residential District**
- P) **Resolution No. 20-R-77 – Authorize the Submittal of an Application for an Illinois Environmental Protection Agency (IEPA) Green Infrastructure Grant for the Park Street Storm Sewer Improvement Project**
- Q) **Resolution No. 20-R-78 – Authorize the Submittal of an Application for a Metropolitan Water Reclamation District (MWRD) Green Infrastructure Partnership Grant for the Park Street Storm Sewer Improvement Project**

The question is shall the five (5) Resolutions be adopted? Will the Clerk please call the Roll.

AYES: Bisesi, D’Astice, Sanoica, Cannon, Budmats, O’Brien, Vinezeano
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed, the Resolutions are adopted.

Item J was pulled by Alderman Budmats

- J) **Resolution No. 20-R-71 – Authorize the Support of a Cook County 6b Classification Tax Incentive for Property Located at 900 Carnegie Street**

Is there a Motion to adopt this Resolution? Alderman D’Astice has made the motion and it has been seconded by Alderman Budmats.

Alderman Budmats you pulled this so you have first comments.

Alderman Budmats – This is for both 900 and 980 Carnegie Street. While I don’t have a problem with the 6b for either of these properties, I do have a question. According to the paperwork they were occupied through the end of May/June of this year, I think there should be tax liability incurred for that time period so I’m questioning the wisdom behind granting a 6b for that time period as it was occupied by a prior owner and I’m assuming the current owner received a tax proration during the purchase of this property. That’s my comment, I just don’t think it’s really appropriate for us to be granting it for a time when the property was owned by a prior owner. If somebody on staff can explain to me why that’s okay I’d be influenced to vote for it for that time period. I’m just bothered by it for this particular year.

Barry Krumstok, City Manager – We're only making a recommendation to Cook County, it's the County's decision of when the 6b actually starts. We feel comfortable making the recommendation to Cook County.

Alderman Budmats – We're making a recommendation to start it in 2020?

Barry Krumstok, City Manager – We are approving that we feel comfortable and the County will actually decide when the 6b actually starts.

Alderman Sanoica - Since we pulled this I did want to ask, I'm not a member of the Economic Development Committee and it's possible that this was covered at that time, what plans does the property owner have regarding employing Rolling Meadows residents?

Alderman Vinezeano – I did speak with Alderman Sanoica a little bit about this earlier today. The owner did share with us that they're moving to the property because they need a bigger space. My questions were in regards to what exactly is the business that they're bringing. The way that I understood it was that it is a business that if you make a purchase online and wish to return your product it would go to this location and then they sell it to a third party. They sometimes refurbish the product and/or sell it as new to a third party. We did ask about hiring residents of Rolling Meadows and they do anticipate needing additional employees and obviously being right here in Rolling Meadows that would be enticing to some of our residents. They did also share that some of their current employees may be looking to move closer to the new location so we may have some new residents to be moving in as well. As far as my opinion on approving this 6b, I felt that they're putting in a very large amount of money into improving this property that could very well be sitting there for years to come with the pandemic and the uncertainty of real estate and commercial development. As far as the 6b, I looked at it as a whole, we're still going to get the gas tax, we're still going to be employing some residents and there are more incentives that we're going to get as far as the City is concerned.

Alderman O'Brien - The only thing that I would add is that we did talk as a larger picture for the Economic Development Committee about maybe some potential marketing material to help drive them just based on the location citywide to local restaurant and establishments. That's nothing in the near term but it was an idea that we may be looking at for goal for 2020/2021 for the EDC is where it's located in town how do they know about restaurants in other parts of town. We talked as a group as potentially a longer-term goal is some type of welcome packet to highlight some of the restaurants, shopping areas and other entities in town as well. I am also in support of it from the investment they would be making as well. The only question I brought up at the EDC was about combining the PIN's and not to speak for attorney, is it's a County thing. There were couple of us on the EDC that felt more comfortable from a longevity perspective is that they could be combined into one PIN but as Manager Krumstok noted, it is the County that has the ultimate authority and their legal counsel also confirmed that the County does prefer that they are both kept under separate PIN numbers. We would have liked to have seen a combined PIN but that is how the County likes to do it and they make the final determination. I'm in support of it based on by the amount of investments and how it can help out the City.

Melissa Wolf, City Attorney - Just something to add with respect to Alderman Budmats inquiry. I had a chance to do a little bit of research as we were discussing this and I just wanted to advise the Council that in order to be eligible for the class 6b classification the incentive is actually applied from the date of the new construction or the substantial rehabilitation completion. The County does apply it based upon those events occurring and from that date going forward. I don't know if that helps to clarify the date of when the class 6b incentive would be implemented.

Mayor Gallo – Any further discussion on this item? Seeing none, the question is shall this Resolution be adopted? Will the Clerk please call the Roll.

AYES: D’Astice, Sanoica, Cannon, Budmats, O’Brien, Vinezeano, Bisesi
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed, this Resolution is adopted.

Item K was pulled by Alderman Budmats

K) Resolution No. 20-R-72 – Authorize the Support of a Cook County 6b Classification Tax Incentive for Property Located at 980 Carnegie Street

Is there a Motion to adopt this Resolution? Alderman Sanoica has made the motion and it has been seconded by Alderman D’Astice.

Alderman Budmats you pulled this so you have first comments.

Alderman Budmats - I don’t think there’s any need for further comment based on the fact that the only reason we’re voting separately is because the County won’t combine the PIN’s.

Mayor Gallo – Is there any further discussion? Seeing none, the question is shall this Resolution be adopted? Will the Clerk please call the Roll.

AYES: Sanoica, Cannon, Budmats, O’Brien, Vinezeano, Bisesi, D’Astice
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed, this Resolution is adopted.

Item M was pulled by Alderman Budmats

M) Resolution No. 20-R-74 – Award a Contract for the Purchase and Installation of a Warning Siren at Kimball Hill Park

Is there a Motion to adopt this Resolution? Alderman Cannon has made the motion and it has been seconded by Alderman D’Astice.

Alderman Budmats you pulled this so you have first comments.

Alderman Budmats – If this is replacing the siren that was on Station 15, why was this not included in the movement of Station 15 or what are we using for a siren since Station 15 has been deactivated and why is it not being funded from the fire station fund as this part of moving that facility?

Melissa Gallagher, Finance Director – This was budgeted in the Capital Improvement Plan and also the 2020 Budget. It’s always been separate and aside from the fire station project because the outdoor warning

system is budgeted separately in the Capital Improvement Plan. As part of that, it's budgeted per the 911 Fund and has always been budgeted there as a replacement. This was perfect timing because as it was going to be moved at some point and budgeted in the 911 Fund. The siren is still active.

Mayor Gallo – Is there any further discussion? Seeing none, the question is shall this Resolution be adopted? Will the Clerk please call the Roll.

AYES: Cannon, Budmats, O'Brien, Vinezeano, Bisesi, D'Astice, Sanoica
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed, this Resolution is adopted.

Item R was pulled by Alderman Budmats

R) Resolution No. 20-R-79 – Award a Contract to Copenhaver Construction for Site Improvements Proposed at the 2809 Owl Drive City Property

Is there a Motion to adopt this Resolution? Alderman D'Astice has made the motion and it has been seconded by Alderman Budmats.

Alderman Budmats you pulled this so you have first comments.

Alderman Budmats - I spoke with staff about this a few times and inasmuch as we are waiving the formal bid process because we're trying to get this work completed quickly and have it commence immediately upon approval and then getting it finished within a very short time period but there is nothing in the documentation that binds the contractor who's being given this contract to those terms. I would like to make a motion to revise the contract must be commenced within 5 days and completion within 45 days because I've been assured that that is reasonable and the contractor intends to do that but there is nothing in the documents which prove that. To avoid a situation where we get a project that's delayed unnecessarily to start and delayed unnecessarily to finish where in those time periods we could have gone out to public bid and potentially saved money, I'd like to make sure that our approval notes those timeframes.

Mayor Gallo - Before I ask for a second on your motion I see Director Horne's hand up.

Rob Horne, Director Public Works – I only raised my hand because I did talk to Alderman Budmats earlier today and I do appreciate his suggestion. I would only suggest that we get some input from the City Engineer who is also online. I believe 45 days is extremely long and I would like to see what the City Engineer feels about an appropriate timeline to get the project done once completed. Maybe 45 days is a good number but I would just like his feedback before the Council makes a determination, if that's okay.

Ryan Lindeman, Christopher Burke Engineering - 45 days does seem excessive. I would think that a completion date for this job which I would say at this point would be about mid-September or the first week of September. There is some specialty equipment for the directional boring and we are still awaiting a drainage easement for an adjoining property that could complicate the situation. I spoke with the contractor and they indicated that they could start immediately upon approval. We could add language to the contract for a completion date.

Mayor Gallo – Alderman Budmats, having heard these insights, are there any modifications you would put on the floor for the amendment and inclusions from commencing in 5 days to a completion timeframe, do you want to address the timeframe or stick with 45 days?

Alderman Budmats – Mid September is 45 days from now so that should work out.

Mayor Gallo – Is there another member of the Council willing to second Alderman Budmats motion? Thank you Alderman Sanoica for the second. Is there any discussion on these amendments, commencing in 5 days and being completed within 45 days?

Alderman O'Brien – Since this is in Ward 3, the residents ask they it stay as residential as possible which we talked about before. They are very appreciative the City and the Engineer working for that bigger sewer line for the storm water. I'm not opposed to Alderman Budmat's amendments, I kind of like having some teeth in the game but do we have to say business days versus calendar days? Looking at a calendar its 9/11 or 9/18, if they don't make it then what? Is it a \$500 a day penalty? We can put in a completion date but if they miss it, if there's not a penalty outlined in the contract so we don't have much recourse. That would be my recommendation, we put in some kind of penalty if they miss the completion date.

Alderman Budmats - I didn't have anything as far as a penalty clause but when I left it with Director Horne we talked about it and he said if the Council directed he would put language in the contract to that effect. Based on Alderman O'Brien's suggestion of \$500 a day penalty whether they start late or finish late or both seems very reasonable given the dollar amount that we're speaking of for an approved contract, it's just an incentive to actually perform with the speed and diligence they attest that they're going to perform (*inaudible*).

Mayor Gallo – Attorney Wolf, this motion that is on the floor with the 5 days commencing and the 45 days for completion, doesn't have anything in there about repercussions do we have to have another motion and a second and a vote on this or can we add this to the existing amendment that we have on the table right now?

Melissa Wolf, City Attorney – I think you should do it separately. We already have a motion and second for the commencement and completion date so we should have the Council take the vote on that and then as a separate matter if a motion and a second is made in regard to a penalty you may do that separately.

Mayor Gallo – Okay. Any other further discussion on this amendment as it stands, 5 days to commence and 45 days for completion?

Alderman D'Astice – I'm in agreement but I think we should have a specific start date and a specific end date. Pick 5 days from now as a start date and pick an end date so it's real clear.

Mayor Gallo – Currently we have the 5 day commencement and 45 day completion timeframe. We have to vote on that, if that passes then that's what it is and they can work out dates accordingly, 5 days from here and the 45 days thereafter. If it fails, then we can get a second on the request to have start dates and completion dates. Alderman D'Astice, any further discussion on this?

Alderman D'Astice – No.

Mayor Gallo – Anyone else have further discussion on this amendment as it stands? Seeing none, will the Clerk call the Roll on the amendment.

AYES: Budmats, O'Brien, Vinezeano, Bisesi, Sanoica, Cannon
NAYS: D'Astice
ABSENT: 0

With 6 in favor and 1 opposed, the amendment is now carried in to the original Resolution.

Mayor Gallo – Alderman O'Brien, you mentioned penalties so I'm assuming you're going to make a motion to incorporate some sort of penalty?

Alderman O'Brien – Yes and I see Director Horne's hand just went up, I would defer to him. I like \$500 just from other construction type contracts I've seen but if that's way off the mark I would defer to Director Horne.

Rob Horne- Director Public Works – Some of these items I want to make sure we make smart decisions. Maybe Attorney Wolf can answer this, if there's a way Council could make a motion that a penalty fee no less than \$500 per day be applied. I would really like to review the contract and the scope of work with the City Engineer before establishing that amount. I'm perfectly fine with no less than \$500 but a more significant fee may be more appropriate based on the dollar value of the contract. I don't know if that is permitted, Attorney Wolf would have to answer that.

Melissa Wolf, City Attorney – Yes, that's perfectly fine. The motion, if Alderman O'Brien is in approval of that revision or clarification on the penalty, that's perfectly fine.

Alderman O'Brien – I'd like to make a motion to include a penalty clause where it should read based on the 5 day commencement and 45 day completion date, anything that is missed is no less than a \$500 penalty per day.

Mayor Gallo – Is there a second? The motion has been seconded by Alderman Bisesi. Is there any discussion on this? Seeing none, will the Clerk call the Roll on the penalty of no less than \$500 per day.

AYES: O'Brien, Vinezeano, Bisesi, D'Astice, Sanoica, Cannon, Budmats
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed, the penalty clause is now incorporated.

Mayor Gallo – This brings us back to the original Resolution with the amendments of commencing in 5 days and completed in 45 days with a penalty with no less than \$500 per day if not finished within that timeframe. Is there any other discussion on this as it stands? Seeing none, will the Clerk please call the Roll.

AYES: Vinezeano, Bisesi, D'Astice, Sanoica, Cannon, Budmats, O'Brien
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed, this Resolution is adopted.

OTHER BUSINESS & REPORTS:

Mayor's Appointments: None

Mayor's Proclamations: None

City Clerk's Report: None

City Staff Reports:

Barry Krumstok, City Manager went over the following:

1) Community Items of Interest:

- 1) Thank you to everyone who donated blood at the Thursday, June 25th City Blood Drive here at City Hall. Because there is such a need, another City Blood Drive has been scheduled for Thursday, August 27th from 1:00 pm to 7:00 pm in City Hall (Council Chambers). Due to the need for social distancing, appointments are really needed for this event and may be scheduled by contacting Vitalant at 877-258-4825. Wearing of a face covering (mask) is required. Walk-ins will only be accommodated if no scheduled appointments are present in the Council Chambers. *Vitalant will also be conducting COVID-19 antibody testing for all those individuals who complete the donation process during this blood drive.*
- 2) If you missed the July 18th – City Market, the next one is scheduled for August 22nd from 10:00 am to 2:00 pm at Community Church (2720 Kirchoff Road). (*Face coverings, one way travel and social distancing will all be part of this event*). [There will be a tent for the Mayor & City Council at this event].
- 3) If you have not done so, please take a few minutes out of your day to respond to the U.S. Census Survey. Rolling Meadows is doing a great job at responding at this time. Rolling Meadows response rate is 76.0% and is outpacing the overall state response at 67.1% and Cook County rate of 62.0% (as of July 21st). Everyone “wins” when you respond to the 2020 Census because when everyone is counted, there are more opportunities for shaping our community’s future. As a reminder, you may respond to the U.S. Census survey online at 2020census.gov or by phone at 844-330-2020 or using your printed U.S. Survey to respond by mail. Please respond today!
- 4) Second Installment Cook County property tax bills are out and property owners have until October 1st to pay without any late charges. (The second installment is due August 3rd, but thanks to an ordinance passed back in May by the Cook County Board of Commissioners, property owners can pay without any interest charge through October 1st).
- 5) A mailing has been distributed throughout the community that requires all water customers (residents & businesses) to participate in the City’s Cross Connection Control Survey. This online survey is required by the IEPA every two years for all public water supplies. The survey helps to identify potential cross connections that may exist within the City’s water system. The online survey portal can be found at www.backflow.com/rollingmeadows

- 6) Another friendly reminder for residents and businesses, if you are having a hard time paying your utility bill or food & beverage payments, please contact Finance at (847) 394-8500 or by email at finance@cityrm.org and they may be able to place you on a payment plan.
- 7) Please Shop, Dine and Order in Rolling Meadows (it is more important than ever). During these times, it is significant to remember our big boxes, restaurants and small businesses.
- 8) Future topics at August Committee meetings:

Economic Development Committee (*Tuesday, August 4th at 6:00 pm in the Council Chambers*): the main items tentatively to be discussed are 1) an Election of a Chairperson; 2) the September 24th Business & Community Showcase; 3) City Events for 2020; and 4) Goals for 2021 Discussion.

Plan and Zoning Commission: (*Wednesday, August 19th at 7:30 pm in the Council Chambers*): tentative item for public discussion consists of 1) a workshop regarding highlights of major changes in the draft Zoning Code that will be considered at the September 1st meeting.

Barry Krumstok, City Manager went over the following:

2) June 2020 New Businesses

- 1) Phoenix HVAC LLC – HVAC Residential and Commercial
- 2) Tropical Smoothie Café – Smoothies and Food
- 3) Krishna Fresh Food Inc. d/b/a Subway – Food Establishment
- 4) DiCarlo Construction – Sewer/Erosion Control
- 5) Weldy Lamont Group – Mfg Rep – Electrical Power Products

Melissa Gallagher, Finance Director went over the following:

3) 2nd Quarter Financials

In your packet is the unaudited financial estimate report for results of operations as of June 30, 2020. There is quite a bit of information in the report and we just try to provide you with a walkthrough of the highlights. We do focus on the General Fund Income Statement, YTD Revenue Detail Report and the Major Revenue Charts, All Funds YTD Income Statement and Cash and Investment Report.

The City is currently trending at a negative \$611,789 (Expenditures greater than Revenues). Recall that the City budgeted at a negative position because the City lowered the Property Tax Levy and used General Fund Reserves for the FY 2020 Budget. [So you may say at this time, the City is doing slightly better than the Adopted Budget.] Recall that legal marijuana sales taxes will begin in July 2020 and we will receive receipts in the month of August. One interesting trend is that internet sales are up, so sales tax / local use is positive.

General Fund Expenditures: Total General Fund expenditures total \$17.0 million for the year-to-date which is approximately 1.2% under budget. With the City in receipt of the allotment of the property taxes, a corresponding expense is recorded for pension benefits of about 50% for the police and fire pension funds. [As a reminder, the Fire Chief retired in March 2020.] All expenditures are being reviewed across all Funds and Departments.

COVID-19 Reimbursement Programs: The City is maintaining an accurate tracking of costs for the duration of the response to prepare for reimbursement. As of June 30th, the City has spent approximately \$56,000 on COVID-19 related expenditures (Payroll, PPE, sanitizing, protective barriers and other items). Potentially, the City may see a reimbursement back up to 75% of total expenses. Staff is beginning to submit the FEMA forms and back-up documentation. We are not including the reimbursement amount until the City is notified of the amount to be reimbursed. [Staff is also working on Cook County filings following the CARES Act.]

With early, preliminary estimates, there is a potential revenue loss of \$2.9 million to the General Fund at the end of FY 2020 (as discussed at the May 19th COW Meeting). To mitigate these losses, the City took action to release funds to the General Fund Balance overall fund balance (called Unassigned Fund Balance). The following Resolutions bring additional funds into the General Fund Balance:

- Resolution No. 20-R-56, Approved May 26, 2020, the City released the Committed Fund Balance of \$1.4 million in the General Fund to the Unassigned Balance in the General Fund.
- Resolution No. 20-R-57, Approved May 26, 2020, the City transferred \$500,000 from the Liability Insurance Fund to the General Fund.
- Resolution No. 20-R-58, Approved May 26, 2020, the City transferred \$1.0 million from the Health Insurance Fund to the General Fund.

Utilities Fund Notes: Total year-to-date revenues for the Utilities Fund are \$5.3 million which is approximately 7% below the target for the budget for the year-to-date. Residents are still paying their bills and some have payment plans. Nearly 30% of the City's customers are on Automatic Bill Pay. The lower revenues are also attributed to less office space occupied due to larger water users (as an example – A.J. Gallagher Insurance has the majority of their workforce working remotely.)

Expenditures are trending at about 20% below budget and total \$4.9 million year-to-date. There are some projects that have been deferred. Some projects are completed towards the end of summer. As a reminder, the COVID-19 waivers of late penalties started late March 2020. Current and future capital expenditures are being reviewed. The bond project funds will be spent down for the underground utilities projects.

Refuse Fund Notes: Refuse Fund revenues and expenditures are fairly stable through the year. Revenues are \$1.1 million which is on target with the budget. Expenditures are trending lower with \$986,919 spent to date which is approximately 7.5% below budget (some of this will increase due to landscaping invoices coming in).

City's Fund Structure: As a reminder, each of the City's Funds complies with accounting standards per the Governmental Accounting Standards Board (GASB) and the City produces financial statements which follow the Generally Accepted Accounting Principles (GAAP).

Cash & Investments (Unaudited): The City's estimated, unaudited cash position at June 30, 2020 shows \$31.7 million across all funds. (Largest share of the City's cash position is in the General Fund and the Utilities Fund.) The City closely monitors the City's investments and cash position. The General Fund shows \$8.8 million which is 28.6% of the total cash on hand is the primary source to pay salaries and City expenses. The reason for the increase from May 2020 to June 2020 is that the budget amendments were completed in June. Continued monitoring of cash reserves will be essential in the upcoming months and in FY 2021.

Melissa Gallagher, Finance Director went over the following:

4) Utility Billing - New Billing System – Live 8/1/2020

The “New Utility Bill” will be mailed from the New Billing System on August 1st. The Utility Bill will have a “new look” which includes more information, which is more transparent, and is available to residents and businesses on the Tyler ERP system.

A new web-based customer service portal will also debut on August 1st which will make it easier than ever for residents and businesses to enroll in the City’s automatic bill pay program or pay their monthly utility bills online. The new system will start with the August 1st Utility Bills.

This important upgrade is part of the City’s investment into a comprehensive software update called Enterprise Resource Planning (ERP) software. The portal is powered by soon-to-be upgraded utility billing software that will offer several new features – including the ability to access and view one’s billing history online. Customers will be able to select their preferred payment option: automatic payments on the 20th via credit/debit card or bank draft (from a checking or savings account) or same day payment with a credit/debit card.

At its core, the new system is designed to bolster customer service and convenience while improving internal operations.

Rolling Meadows’ new web-based “Self-Service Portal” that debuts August 1st lets customers access a range of convenient new features, including the ability to quickly and easily pay their monthly utility bills online and enroll in the City’s automatic bill payment program.

Access the new portal by clicking “Online Payments” on the City’s homepage at www.cityrm.org. Once registered customers will be able to:

- Receive monthly utility bills electronically (e-billing) at no charge. *Like your paper bill? No action needed. You will continue to receive a paper bill at no charge.*
- Make secure online payments.
- Sign up for auto bill pay.
- Look up past bills.
- View usage and payment histories.
- Access their accounts from anywhere at any time.

By August 1st, the City will post instructions on how to register for the “new” automatic payment system (using credit/debit cards or bank draft) at www.cityrm.org under “Online Payments”.

Residents with questions about the pending changes may contact the Finance Department at ub@cityrm.org or 847-394-8500.

Please note that this new billing system was delayed a few months due to COVID-19 (by the vendor), but Staff is happy with the final product. Staff is now moving onto the next ERP module.

MATTERS NOT ON THE AGENDA: None

CLOSED SESSION:

1) Litigation – 5 ILCS 120/2(c) (11) of the Illinois Open Meetings Act

There is request to go into closed session. It does require a motion and roll call vote. Is there a motion to go into Closed Session? Alderman Bisesi has made the motion and it has been seconded by Alderman Budmats. Is there any discussion? Seeing none, will the Clerk please call the Roll.

AYES: Bisesi, D’Astice, Sanoica, Cannon, Budmats, O’Brien, Vinezeano
NAYS: 0
ABSENT: 0

With 7 in favor and 0 opposed. We will enter Closed Session for that item.

2) Personnel – 5 ILCS 120/2(c) (1) of the Illinois Open Meetings Act

There is another request to go into closed session. Is there a motion to go into Closed Session? Alderman Budmats has made the motion and it has been seconded by Alderman Sanoica. Is there any discussion? Seeing none, will the Clerk please call the Roll.

AYES: D’Astice, Sanoica, Budmats, O’Brien, Vinezeano, Bisesi
NAYS: 0
ABSENT: 0
ABSTAIN: Cannon

With 6 in favor, 0 opposed and 1 Abstain due to connectivity issues. We will also enter Closed Session for this item.

ADJOURNMENT:

There being no further business, by unanimous consent the City Council meeting was adjourned at 8:53 p.m.

Respectfully submitted: Judy Brose, Deputy City Clerk

July 28, 2020 City Council Minutes Approved by Council on August 25, 2020.

Judy Brose

Judy Brose, Deputy City Clerk