

## Village of Peoria Heights

### Departmental Meeting

May 23, 2017

The meeting was called to order at 6:30pm. The following Trustees were present: Mariscal, Goett, Harn, Carter, Reichert, and Mariscal. Others present include: Mayor Phelan, Administrator Fick, Chief Sutton, Director Smith, Frederick Shane Couri, Dave Marfell, Larry Herman and father, Scott Perkins, and Heidi Scuffham.

Administrator Fick was elected Clerk Pro-Tem with a motion by Trustee Goett and seconded by Trustee Mariscal.

The minutes from the meeting on April 25, 2017 were approved as written with a motion by Trustee Carter and seconded by Trustee Reichert.

Police: Police Chief Sutton gave a code enforcement update. He also gave an update on the Asian massage parlor on Prospect, and recommended that the Village should require all massage establishments to obtain a special use in the B-3 or I-1 districts before commencing operations. This will need to be first approved by the Zoning Board before being voted on by the Board of Trustees.

Administration: Administrator Fick explained that Kaydee Kats currently has a class A-2 liquor license which requires that 33% of their gross non-gaming revenues come from the sale of food. They have requested a class B liquor license which waives that requirement completely, yet would allow them to retain their video gaming license. There are currently no class B liquor licenses available and to create one, the Board would need to amend the liquor code by ordinance to increase the number. The Board will vote on this at the June 6<sup>th</sup> Board of Trustees Meeting. Administrator Fick explained that the Village was approached by Larry Herman with a request to include property he owns, located at 1215-1229 E. Duryea, in a TIF district to help facilitate construction of a 36 unit, 4 story multi-family residential housing development. Mr. Herman explained that due to the cost of the project, it could not be done without TIF assistance. He also explained that the Peoria Heights School District was supportive of expanding TIF 1 to accommodate the project as opposed to creating a new TIF district. Mr. Herman and his father presented some maps and explained their project in further detail. Mr. Dave Marfell was present to explain the mission of the Peoria Heights Youth Baseball League. They are seeking a \$500 donation which will be voted on at the June 6<sup>th</sup> board meeting. Administrator Fick presented the last item which was a proposal for tablets for the Board of Trustees and Village staff. This would replace the hard copy packet and save on paper printing. The Board was very interested in this concept and would like to proceed with ordering.

Public Works: Director Smith explained that an incentive offered by the Village as part of the redevelopment agreement between the Village and Heights Health Center LLC is construction of a public parking lot on property located directly south of the former Grayboy building, which is proposed to be rehabilitated and turned into a professional office building. Bids for the parking lot were opened on May 19<sup>th</sup> with the apparent low bid in the amount of \$104,800 submitted by Illinois Civil Contractors. The engineer's estimate was \$158,000. The

redevelopment agreement obligates the Village to construct the parking lot on or before August 31, 2017, but also grants the purchaser a 90-day due diligence to secure financing, meaning they do not have to close on the property before July 3, 2017. It is recommended that the Village not proceed with the construction of the parking lot until the actual sale of the building has been concluded. Trustee Harn presented pictures from D's Autobody and Trefzgers and explained that there are currently some drainage issues. Director Smith presented a quote from Drake-Scruggs in the amount of \$13,865.71 for bucket truck repairs. The board will vote on this at the June 6<sup>th</sup> meeting.

Community Development: Trustee Carter asked Scott Perkins and Heidi Scuffham to explain their event requests. Easter Seals will be on Sunday, June 11<sup>th</sup>, and Illinois Institute for Addiction Recovery will be on Saturday, October 21<sup>st</sup>. The Tower Park Music Fest lineup was presented and will be voted on at the June 6<sup>th</sup> meeting.

Fire: There was nothing to report.

Building Maintenance: There was some discussion on closing the restrooms outside of business hours to better protect the building. The board also needs to consider repairing and updating our restrooms. Trustee Goett will be working on gathering quotes.

Other: An update was given on the Community Wide Master Plan. This should be revisited at the June Departmental Meeting. The trustees were updated on their new subcommittees, and Mayor Phelan presented the idea of restructuring the board meetings so that the 1<sup>st</sup> Tuesday of every month would be a Departmental meeting for administration/finance; the 3<sup>rd</sup> Tuesday of every month would be the regular Board of Trustees meeting; and the 4<sup>th</sup> Tuesday of every month would be a departmental meeting for public safety/public works. The meeting time should also be pushed back to 6:00pm. It is also recommended that a Finance Committee be established to review large expenditures and review year-to-date budget figures. This would help increase efficiency and allow more time for discussion at the departmental meetings.

The meeting was adjourned at 7:45pm.