



Agenda Cover Memorandum

Meeting Date: January 25, 2016

Meeting Type: COW (Committee of the Whole) City Council Budget Workshop

Item Title: Potential Procedures & Regulations Agenda Items

Action Requested: Approval For discussion
 Feedback requested For your information

Staff Contact: James F. Testin, CP&D Director Phone Number: 847-318-5296
Email Address: jtestin@parkridge.us

Background:

In an effort to track potential Procedures & Regulations Committee topics a standing item of "Potential Upcoming P&R Agenda Items" has been placed on the agenda. The list allows the Committee to identify agenda items for the next meeting and any support materials the members may wish to see when the topic is discussed. Many topics have been suggested by individual Aldermen so if a committee member wishes to schedule a topic for a specific meeting that can be discussed by the Committee.

Agenda Item Description	Next Scheduled P&R Meeting	Discussion or Action Item	Comments
Approval of an Ordinance amending the liquor code to create a new salon liquor license and to reference a \$100 late fee for renewal applications.	January 2016	Approval	Requested by the Clerk's office and drafted by the City Attorney.
Approval of an Ordinance Amending Chapter 14, Youth Services Commission Membership	January 2016	Approval	At the request of the Commission
Discussion of an ordinance amending the liquor code to modify the "proof of age" restrictions for package liquor sales consistent with state law	January 2016	Discussion	Modification of the City liquor code to allow for other acceptable forms of ID, consistent with state law.
Discussion of an ordinance amending Sections 4 and 5, regarding procedures for zoning applications	January 2016	Discussion	Site Plan, Special Use and Variance Procedures modifications Consistency within code and state statute for with major variance denial be forwarded to the City Council for a final determination, Special use denials to the Council, appeals of site plans, and findings of fact
Procurement Policy	February 2016	Discussion	Consider modifications to the procurement policy
Fair Housing Commission	February 2016	Discussion	At the request of Ald. Shubert, to evaluate the mission of the Commission
Develop appeal process for Appearance Commission decisions	TBD	Discussion	Per request of Council to review potential for an appeals process
The Community Health Commission	TBD	Discussion	Review goals and purpose of the Commission. Commission will draft new charter and goals to be submitted to the Committee.
Effectiveness of employee goal setting and performance review process	TBD	Discussion	Focus on performance measurement/accountability, contract negotiation processes, and consideration of merit pay structures
Potential creation of ad hoc City Council personnel committee	TBD	Discussion	
Setbacks, side yard encroachments, and required open space	TBD	Discussion	Includes potential stormwater management and nuisance concerns
Development of a city policy on vacant/abandoned properties	TBD	Discussion	Review current code and benchmark against other communities, consider implications from previous CPS 11 discussion
Administrative procedures for city acquisition of private property	TBD	Discussion	
Ordinance usability review and staff enforcement training	TBD	Discussion	Building on resident feedback, likely includes staff, P&Z, and ZBA input
Code appendix approach to update city fee structures	TBD	Discussion	
Appeal process for staff administrative interpretations/decisions	TBD	Discussion	
Revisions to Planned Unit Development (PUD) rules	TBD	Discussion	Follow-up through P&Z for public hearing, discussion, and comment
Staff support/training for boards and commission volunteers	TBD	Discussion	Concerns from 400 W. Talcott lawsuit City follow-up efforts
Review of CPS 26 (Sidewalk Maintenance)	TBD	Discussion	Consideration of actual cost share, incentives, resident equity
Review of Article 2-5 (Ethics Provisions)	TBD	Discussion	Consider treatment of alleged conflicts due to "past participation"
Modifications to Section-11.4 and 11.5-Accessory Buildings, Structures and Uses	TBD	Discussion	Includes item raised by residents at the September 28th meeting regarding number and location of garage doors, general criteria and types of accessory uses.
Referendum Requests Procedure	TBD	Discussion	Raised by an Alderman at the 11/16/2015 Council meeting. Review to include Downers Grove Policy.
Procedural Efficiency	TBD	Discussion	Raised by Ald. Mazzuca to have the City Attorney review current process and offer opinions on process improvements



Agenda Cover Memorandum

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost:

If Yes, is this a Budgeted Item:

Yes No Requires Budget Transfer

If Budgeted, Budget Code (Fund, Dept, Object)