

**CITY OF COUNTRY CLUB HILLS
ADMINISTRATIVE MEETING**

**MONDAY February 6, 2012
7:00 P.M.**

AGENDA

- 1. Call to Order** **Dwight W. Welch, Mayor**

- 2. Roll Call:**

- 3. Set Committee/Meetings:**
 - Finance Committee – February 23, 2012 6:30 pm**
 - Law, Ordinance & Government – TBA**
 - Public Works & Utilities – March 5, 2012 6:00 pm**
 - Economic Development - Wednesday, March 7, 2012 6 pm**
 - Planning, Zoning & Development – Tuesday, February 14, 2012 7 pm**
 - Insurance & Risk Management - TBA**
 - Community & Park Activities - Tuesday March 6, 2012 7:00 pm**
 - Contract Compliance – TBA**
 - Schools & Education – Monday, February 13, 2012 5:30 pm**
 - Theater Committee – TBA**

- 4. Presentations/Requests:**
 - A. Presentation – Debra Richardson – Job Readiness Program**

 - B. Discussion – Hillcrest Baptist Church Request for Surplus Vehicle**

 - C. Discussion of a Resolution to Hire the Stuttley Group, LLC
as Legislative Counsel for City Council**

 - D. Discussion of a Resolution Requiring Department Heads to Attend
City Council Meetings**

- 5. Committee Reports:**
 - I. Finance Committee** **Alderman Burris, Chairman**
 - A. Discussion – City Vehicles**

 - B. Discussion of an Ordinance Modifying Financial Duties and
Responsibilities of City Manager, Modifying Duties and
Responsibilities of Budget Director, and Transferring Certain
Positions to and Creating Positions Within the Office of City
Treasurer, City of Country Club Hills**

 - C. Discussion of Ordinance amendment to Section 3.11.01 and
3.11.02 of the City Code (Assistant Treasurer)**

- II. Law, Ordinance and Government Alderman Martin, Chairman**
 - A. Discussion – RFP – Codification**
 - B. Discussion of Updated City Ordinance/Distribution**
 - C. Discussion of Previous Motion Related to Newsletter Procedures/Policies**

- III. Public Works and Utilities Alderman Williams, Chairman**
 - A. Discussion – 2012 TIF Project –Heritage Plaza Parking Lot, Seal Coating and Striping Engineering Agreement**
 - B. Discussion – 2012 TIF Project –City Hall Parking Lot Renovation Engineering Agreement**
 - C. Discussion – 2012 Street Program**
 - D. Discussion – Negotiation of Existing Waste Hauler Contract**
 - E. Discussion – South Suburban GIS Consortium Resolution**
 - F. Discussion – Front Counter Rehab**
 - G. Discussion – Water Tower and Reservoir Repainting**
 - H. Discussion – Kostner Sanitary Sewer Rehab Engineering Agreement**
 - I. Discussion – Provincetown Fence Agreement**

- IV. Economic Development Alderman Hutson, Chairman**

- V. Planning, Zoning and Development Alderman Comein, Chairman**

- VI. Insurance & Risk Management Alderman Lockett, Chairman**
 - A. Discussion of Agreement by and Between the City of Country Club Hills and LinMar HR Solutions**

- VII. Community & Park Activities Alderman Singleton, Chairman**
 - A. Discussion – Parks & Recreation Department Facility Rental Fees**

- VIII. Contract Compliance** Alderman Ford, Chairman
- IX. Special Committee/ Schools & Education** Alderman Edwards, Chairman
- X. Special Committee - Theater Operations** Alderman Davis, Chairman
 - A. Discussion of Proposed Web Services Agreement for Country Club Hills Theater**
 - B. Discussion of Proposed Booking and Promotion Agreement for Country Club Hills Theater**
 - C. Discussion of Proposed Sponsorship Agreement for Country Club Hills Theater**
 - D. Discussion of Resolution to Waive Competitive Bidding Process for Country Club Hills Theater Security Contract**

6. Adjournment