THE WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, MARCH 9, 2020 AT 6:30 P.M.

IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL,
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR NICHOLAS J. HELMER PRESIDING

CALL TO ORDER – At 6:30 PM, Mayor Helmer opened the City Council Regular Workshop meeting at 8 North Elmhurst Road, Prospect Heights, IL 60070. He requested that Treasurer Tibbits read the preamble to the Meeting Agenda.

ROLL CALL FOR QUORUM – City Clerk Prisiajniouk called roll. A quorum was present.
ELECTED OFFICIALS PRESENT – City Clerk Prisiajniouk, Treasurer Tibbits, Mayor Helmer
Aldermen – Cameron, Quinn, Morgan-Adams. Ludvigsen, Dolick
OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant City Administrator Falcone; Police Chief Zawlocki, Director of Building and Development Peterson, Public Works Director Roscoe, Attorney Kearney, Digital Communications Technician Colvin, Deputy Clerk Schultheis, and Finance Director DuCharme.

PLEDGE OF ALLEGIANCE - Led by Audience Member Pilot Lou Wipotnik

APPROVAL OF MINUTES
A.February 24, 2020 Regular City Council Meeting Minutes – **Alderman Morgan-Adams moved to approve the February 24, 2020 Regular City Council Meeting Minutes; seconded by Alderman Dolick. There was unanimous approval.**
VOICE VOTE: All Ayes, No Nays

Motion carried 5 – 0

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS - None

PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*) –
AIRPORT LAYOUT PLAN:
Rogers Faden – A tenant of CEA for 14 years. He said that no capital improvements are required for runaway 6/24 for the next five years. He said that there was no urgency to close the runway. He

stated that there were alternative versions of the ALP to remediate hotspots without removing the runway. He said that the FAA recommended standards would not be without the runway; and said that it posed a safety issue. He asked that the City reject the current ALP and request modifications that included the runway being kept.
Rhett Dennerline – Has been a tenant of the airline since 2007. He said that he is all about safety, and had flown coastguard missions. He said that the alternative plan to closing runway 6/24 included fixing the hotspots. He said that the FAA guidelines do not recommend removing the runway to fix the hotspots. He said that in an exchange between Mr. Louden of the CMT and Trustee Vogel found that there is an alternative plan. He asked that the Council consider the alternative plan.
Madeleine Monaco –said that the revenue from the T-hangars pays for the maintenance of runway 6/24. She said that the airplanes behave best when taking off and landing into the wind – that makes 6/24 important for small plane safety.
Mark Epner – Private Pilot. He said that he does broadcasts from Hangar 5, and that he founded an aviation enthusiasts club in 2006. He stated that the CEA needed the safest choice. He said that runway 6/24 is the prevailing crosswind runway more of the time than any other runway.
Michael Baraz – he said that he runs safety meetings, and that the pilots would not want to land on runways with high risks. He said that Director Abbott was not a pilot, nor were any other members of the Board. He claimed that they did not know what it felt like to land in wind.
Jim Loerzel – noted that he is a Prospect Heights resident. He said that runways are an airport's most valuable asset. He noted that the ALP is skewed toward the airport not the pilots or the community, and added that the aldermen were the people's protectors, and they needed to review whether or not this was good for the City. He said ALP skews the size of the hotspots. He said that annual maintenance costs are skewed, too. He added that the Airport has applied for grant money to remove 6/24 runway even before the ALP was approved.

Mayor Helmer said that he has been a pilot for 35 years, and was a CEA Board member for 14 years. He said that the Board and its members were very well aware of pilot and flying issues.

Mayor Helmer asked the pilots in the audience to stand and asked if they bought their plane fuel at the airport (all but one pilot said that they did).

Mayor Helmer added that the rent for the T-hangars was collected to be used on the T-hangars.

CELL TOWER:
Amy Lehor – 9 E Clarendon – Said that she is 50 feet behind the cell tower. She noted that the PZBA had recommended against the tower. She said that the pole that was there now was not noticeable but that the proposed pole would be "huge." She said that the PZBA had said that the location was not a good site. She noted that there was a discussion regarding safety. She asked that there be new studies. She added that there are adverse health effects when cell towers were near homes.

Director Peterson said that the current tower is 112 feet and the proposed tower is 112 feet.

Scott Lehor – 9 E Clarendon – noted that he is 50 feet behind the tower. He said that the structure was approved as a conceal tower in 1998. He added that this should be a variance not a special use. He added that the tower would be visible from home windows, and that it would be "embarrassing" in sight and presented safety issues. He said that studies showed that 94% of potential homebuyers would pay less for a house near a cell tower.

Jerry Simmons – 101 E Clarendon – said that the PZBA had denied the cell tower twice. He noted that Deputy Fire Chief Tim Jones stated that he would not want neighbors of the Fire District to be upset with the cell tower. He said that the tower was not needed for 9-1-1 service. Mr. Simmons said that the cell tower would have a dramatic negative effect on property values.
Becky Nawrot – 202 E Marion – said that the tower was unneeded. She said that the future is 5G; and given the higher frequency waves, the sound does not travel as far and smaller towers would be needed; not 112 tree towers. She asked that the Council deny the request.
Alison Dela Riva – 10 E Clarendon – said that the cell tower looks bad and is too close to the Park District. She said that EMF and EF cause cancer. She noted that the largest [natural] tree in the area is 45 feet; but that the tree cell tower would be 112 feet. She said that it would look ridiculous, and that there would be a "zipping" sound generated from the structure. She said that the structure does not have to be 112 feet tall. She added that customers will pay the same money with Sprint, even if the other phone companies are added. She asked if the Chicago climate could handle the new structure. She stated that she had a brain aneurism after working for many years at ATT, and she does not want to deal with cancer.
Lukasz Wszolek- 13 E Clarendon – said that the cell tower is not good for the City and that it would look ugly.
Jeannie Leonard - 103 E Clarendon Street – said that she grew up in Prospect Heights; and she believes that the applicant is being favored over the residents.

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS
City Clerk Prisiajniouk – named insurance companies that were waiving the cost of corona virus testing. She said that Illinois was the first state to have the testing available.

Alderman Quinn – Ward 2 – thanked City Administrator Wade for speaking at Rob Roy regarding the census and City updates and sidewalks.
- She reminded people to vote on March 17th in the Illinois Primary.
- She thanked all of the residents that came up to speak at the public comment.

Alderman Dolick – Ward 5 – attended the Open House at the Commercial property on Piper Lane. Conor Properties has interest in the property from potential vendors.

Alderman Cameron – Ward 1 – attended the Grand Opening of Bread and Butter on Saturday, March 7th.

Mayor Helmer – noted that Bread and Butter was not only breakfast place but also served lunch.

CONSENT AGENDA - None

OLD BUSINESS
A.R-20-05 Resolution Approving the Airport Layout Plan for Chicago Executive Airport (***Tabled from January 27th and February 24th City Council Meetings***) – **Alderman Morgan-Adams moved to approve R-20-05 Resolution Approving the Airport Layout Plan for Chicago Executive Airport; seconded by Alderman Dolick.**
Discussion – Alderman Quinn thanked Director Abbott for meeting with her; but said that she was not satisfied with how the process was handled. She said that after reviewing the CEA Minutes, she did not feel that the stakeholders were involved. She noted that the Airport did not listen to the customers of the airport – the pilots. She said that there was another plan, and but that Director

Harris had told the Council that there was no other plan. Wheeling was told there was another plan, but Director Abbott told Prospect heights that another plan did not exist. She added that she believed that Airport should have waited to meet with IDOT and the FAA before making a decision. She said that the Airport response was poor when the City asked for a response to their questions.

Alderman Cameron said that she agreed with Alderman Quinn. She said that she had been asking if there was a Plan B, and she had always been told that there was none. She wanted to the Airport to wait until April when IDOT and the FAA would be at the Airport. She said that once there was a plan, having a public hearing, there was no reason to listen to the public comments.

Director Abbott of the CEA – said that he had met with Aldermen Cameron and Quinn. He said that there was only one preferred alternative, and that was the one presented. This was after many ideas had been thrown around. He said the master plan was a balanced approach.
Alderman Quinn said that said that flight schools are training are training students as young as 14 years old. She did not think that it would be desired to put a fourteen year-old in a situation where crosswinds might be an issue. She said that the plan is robust without the removal of runway 6/24.

ROLL CALL VOTE:	AYES -	Dolick, Morgan-Adams, Ludvigsen
	NAYS -	Quinn, Cameron
	ABSENT -	None

Motion carried 3 – 2

B.O-20-05 Staff Memo and Ordinance Granting Certain Variations for the Property at 33 E. Palatine Road, Stery Trucking (***2nd Reading***)
C.O-20-06 Staff Memo and Ordinance Amending Titles 3, 9, 10, and Cannabis Offenses & Regulations (***2nd Reading***) – **Alderman Ludvigsen moved for omnibus approval of O-20-05 Ordinance Granting Certain Variations for the Property at 33 E. Palatine Road, Stery Trucking and O-20-06 Ordinance Amending Titles 3, 9, 10, and Cannabis Offenses & Regulations; seconded by Alderman Morgan-Adams. There was unanimous approval.**

ROLL CALL VOTE:	AYES -	Dolick, Ludvigsen, Morgan-Adams, Quinn, Cameron
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

NEW BUSINESS
A.O-20-07 Staff Memo and Ordinance Granting Special Use for a Telecommunication Tower, 10 E. Camp McDonald, Prospect Heights, IL (***1st Reading***) –
Ray Shingle of Crown Castle said that they are one of the largest tower companies and that they work with wireless carriers. As more people cut off their landlines, there is more traffic on the wireless networks. In 1998, the City approved a special use for the carriers. He said that the tower is outdated.
He said that the City Code is that the towers hold three carriers; this means that three poles are not needed. He said that over 80% of 9-1-1 calls come in from cellular devices. Mr. Shingle pointed out the dead spots in the coverage.
He said that there are no other available locations. He noted that they had signed a lease with the Fire District. The existing pole is 112 feet and the new pole will be 112 feet, and designed to look

like a tree, as part of their stealth design, at the request of the PZBA. He said that the monopole is a better solution if the stealth design is rejected. He said that these monopoles already exist in the community.

Alderman Ludvigsen asked if this tower was being built to service the area well into the future?
Mr. Shingle replied that Sprint used to own the tower, but was no longer in the tower business. Crown Castle bought the original tower.
Director Peterson pointed out that the special use stayed with the tower and not with the company that owned the tower.
Director Peterson said that the 1998 Ordinance says that Sprint is allowed to operate and maintain their existing equipment and operations to the fullest capacity – that is spelled out clearly in the Ordinance.
Mr. Shingle noted that the City Code requires three carriers on the tower. He also said that the fire District needs the height of the tower to be 112 feet.
Fire Chief Smith said that there was a monopole at the Fire District before 1998 that served the Fire District's communication needs.
Mr. Shingle said that the golf course said that they do not have a lease agreement nor confirmed interest. Crown Castle cannot pursue without a lease.
Mr. Shingle said that the Fire District has already signed a special lease.
Sprint will need a new array to provide T-Mobile, Sprint and Verizon.
Alderman Ludvigsen asked if the City were to amend the ordinance so that only one carrier could be on the pole, would that stave off a new tower. Mr. Shingle replied that Sprint can no longer use what they have to meet their needs, even if no other carriers were on the tower. He said that Sprint has new frequencies, and that they are constantly adding frequencies to meet growing needs.
Alderman Morgan-Adams asked why they do not co-locate on other existing structures.
Mr. Shingle said that there are no appropriate structures. The City would lose coverage – an engineer has testified to that. He said that affidavits provided show that coverage would be a problem for the carriers.
Alderman Quinn asked what the radius of coverage would be?
Mr. Shingle replied that with a 112-foot tower has about a ½ mile coverage depending on foliage, canopy, etc.
Alderman Quinn queried whether Crown Castle could add feet to the tower above the 112 feet that they were requesting, if the 112 feet were approved? Mr. Shingle replied, "no."
It was also noted by Mr. Shingle that even for 5G upgrading, the 112 foot towers would be needed; but that 5G had less of a coverage, so that the macro cells would require smaller cells for under-coverage to complement the macro cells.
It was noted that Crown Castle would need to build a new tower because the old tower was needed by the Fire District.

Karl Camillucci of Taft, Stettinus and Hollister said that he specialized in federal law regarding zoning issues to make certain that there is cellular coverage. He discussed the 1996 FCC Telecommunications Act in which municipalities cannot discriminate against carriers, cannot decide to prohibit wireless, and all antenna must comply with FCC standards. He stated that carriers must be allowed to improve coverage. He noted that Crown Castle did look for alternative sites. He added that the Act did not allow for regulation against due to environmental reasons.
Mr. Shingle stated that there are five national carriers.
Treasurer Tibbits asked if it were possible to build on to the water tanks?
Mr. Shingle said that the water tanks would need to be 120 feet high.
It was noted that the water tank in Mount Prospect is not tall enough.

Attorney Camillucci said that the tower was compliant with zoning but special use because of new design. He added that zoning regulates height but not the footprint. Therefore, the amendment was needed.
Alderman Ludvigsen noted that it appeared to be a property owner issue, not a City issue, because the requester is protected by the FCC.
Attorney Camillucci stated that Crown Castle had an executed lease.

Alderman Morgan-Adams moved to direct the Telecommunications Tower be sent back to the PZBA to review and follow the City Code; seconded by Alderman Cameron. There was unanimous approval.

ROLL CALL VOTE:	AYES -	Cameron, Ludvigsen, Quinn, Morgan-Adams, Dolick
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

B.*Requested Waiver of 1st Reading* O-20-08 Staff Memo and Ordinance Approving a Special Use Permit to Allow Vehicle Rental Use at 871 E. Palatine Road, Wheeling, IL (***1st Reading***) – **Alderman Ludvigsen moved to waive the first reading of O-20-08 Ordinance Approving a Special Use Permit to Allow Vehicle Rental Use at 871 E. Palatine Road, Wheeling, IL; seconded by Alderman Dolick. There was unanimous approval.**

ROLL CALL VOTE:	AYES -	Ludvigsen, Dolick, Quinn, Cameron, Morgan-Adams
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

C.O-20-08 Staff Memo and Ordinance Approving a Special Use Permit to Allow Vehicle Rental Use at 871 E. Palatine Road, Wheeling, IL (***2nd Reading***) – **Alderman Ludvigsen moved to Approve O-20-08 Ordinance Approving a Special Use Permit to Allow Vehicle Rental Use at 871 E. Palatine Road, Wheeling, IL; seconded by Alderman Morgan-Adams. There was unanimous approval.**

ROLL CALL VOTE:	AYES -	Morgan-Adams, Quinn, Ludvigsen, Dolick, Cameron
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

D.O-20-09 Staff Memo and Ordinance Amending Title 5, Chapter 3 of the City of Prospect Heights Zoning Code Relating to Temporary Uses (***1st Reading***) – **Alderman Dolick moved to waive first reading of O-20-09 Ordinance Amending Title 5, Chapter 3 of the City of Prospect Heights Zoning Code Relating to Temporary Uses; seconded by Alderman Quinn. There was unanimous approval.**

ROLL CALL VOTE:	AYES -	Quinn, Morgan-Adams, Ludvigsen, Cameron, Dolick
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

E.*Requested Waiver of 1st Reading* O-20-09 Staff Memo and Ordinance Amending Title 5, Chapter 3 of the City of Prospect Heights Zoning Code Relating to Temporary Uses (***2nd Reading***) – **Alderman Ludvigsen moved to Approve O-20-09 Ordinance Amending Title 5, Chapter 3 of the City of Prospect Heights Zoning Code Relating to Temporary Uses; seconded by Alderman Dolick. There was unanimous approval.**

ROLL CALL VOTE:	AYES -	Quinn, Cameron, Morgan-Adams, Dolick, Ludvigsen
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

PRESENTATIONS

A.FY2021 Budget Discussion - Revenues and All General Fund Departments (Administration, Community Development, Police, Public Works, and Capital Improvement Plan Update) – Finance Director DuCharme noted that Tier II Police Pensions would cost more this year because of recent State changes. He said that next year's fiscal budget did not have the same capital reserves for projects.

The General Fund will need more reserves in order to sustain the capital project program. He said that the City is spending 97% of its expenditure budget. He noted that the City has a 30% in reserves – though the City is not mandated to keep that amount in reserves.

The general Fund is budgeted for $9,024,000 for FY 20/21
$9,115, 255 for FY 21/22

It will be difficult to match last year's building revenues, a great deal of which was from one-time revenue hits.

Treasurer Tibbits discussed that he would like to see Digital Communications Technician Colvin moved to a full-time position. It was noted by Technician Colvin that he already handles and helps with other functions in the City – such as website and social activities.

Aldermen asked if Technician Colvin would be able to help in Administration and if he would be taking over as the head of the A/V Department.

Treasurer Tibbits noted that Technician Colvin is operational.

Aldermen asked for a job description with additional duties.

The Natural Resources Commission submitted their budget.

Director Peterson said that the they had a banner year in Fiscal Year 19/20; and that there was a 99% compliance rate from businesses. He noted that there are no major projects forthcoming. His budget numbers for the department are status quo. He noted that 95% of his expenditures were fixed personnel costs.

Public Works Director Roscoe said that this year's goals were to decrease expenses, and become more streamlined. He noted that the water/sewer system has been stabilizing with televising and the implementation of the GIS system.

They are looking for a sidewalk machine to use on Schoenbeck – it has a special mowing attachment.

Chief Zawlocki said that each year the Police get two squad cars. His budget will be status quo.

There are 28 full time employees, 9 fulltime staff and 5 part time employees. He said that officer Yanke will be retiring in July. He said that traffic fines are down, and Red Speed is in the process of going away, more people are complying with their City sticker purchases, parking fines are down, and cell phone usage in vehicle tickets are now having the revenue from the tickets funneled to the State.
The Police Department is seeking to get more grants such as $15,000 for Tac officers
The Police are also assisting children with their homework at the libraries.
The Police Department is looking for a traffic grant for the holidays
ComEd is giving a grant for ballistic vests
DEA money will be used to help outfit the vehicles for police use
They are looking for an 80/20 VOCA grant for two social workers – to get them up to 30 hours so that they can get benefits.
The Northwest Dispatch has installed a new system and they are hoping to go live on April 21.

DISCUSSION TOPICS FOR WORKSHOP MEETING:

APPROVAL OF WARRANTS
A. Approval of Expenditures

General Fund	$149,565.12
Motor Fuel Tax Fund	$0.00
Palatine/Milwaukee Tax Increment Financing District	$1,458.00
Tourism District	$55,100.00
Development Fund	$0.00
Drug Enforcement Agency Fund	$0.00
Solid Waste Fund	$32,411.77
Special Service Area #1	$0.00
Special Service Area #2	$0.00
Special Service Area #3	$0.00
Special Service Area #4	$0.00
Special Service Area #5	$0.00
Special Service Area #8 – Levee Wall #37	$0.00
Special Service Area-Constr #6 (Water Main)	$0.00

Special Service Area- Debt #6	$0.00
Capital Improvements	$46,940.30
Palatine Road Tax Increment Financing District	$0.00
Road Construction	$0.00
Road Construction Debt	$0.00
Water Fund	$3,640.81
Parking Fund	$161.04
Sanitary Sewer Fund	$14,815.05
Road/Building Bond Escrow	$0.00
TOTAL	**$304,092.09**
Wire Payments	
2/28/2020 PAYROLL POSTING	**$167,777.47**
FEBRUARY ILLINOIS MUNICIPAL RETIREMENT FUND	**$21,675.68**
TOTAL WARRANT	**$493,545.24**

City Clerk Prisiajniouk read the warrants.
Alderman Morgan-Adams moved to approve the warrants as presented; seconded by Alderman Dolick to include a TOTAL of $304,092.09; 2/28/2020 Payroll posting of $167,777.47; FEBRUARY ILLINOIS MUNICIPAL RETIREMENT FUND of $21,675.24; and a TOTAL WARRANT of $493,545.24. There was unanimous approval.

ROLL CALL VOTE:	AYES -	Dolick, Cameron, Quinn, Morgan-Adams, Ludvigsen
	NAYS -	None
	ABSENT -	None

Motion carried 5 - 0

PUBLIC COMMENT ON NON-AGENDA MATTERS (*Five Minute Time Limit*) - None

EXECUTIVE SESSION - None

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 9:56 PM, Alderman Morgan-Adams moved to Adjourn; seconded by Alderman Dolick. There was unanimous approval.
VOICE VOTE: All Ayes, No Nays.

Motion carried 5 – 0

Approved by the City Council of Prospect Heights on this the 25th day of March, 2020.

Deputy Clerk Schultheis

Mayor Nicholas J. Helmer