



THE CITY COUNCIL REGULAR MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, NOVEMBER 28, 2022 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL – At 6:30 PM, Acting Mayor Dolick called to order the November 28, 2022 City Council Meeting at City Hall, 8 N Elmhurst Road, Prospect Heights, IL 60070.

Deputy Clerk Schultheis read the preamble to the Meeting.

Deputy Clerk Schultheis called roll. A quorum was present.

ELECTED OFFICIALS PRESENT – Acting Mayor/Alderman Dolick, Treasurer Tibbits, Aldermen – Dash, Ludvigsen, Morgan-Adams, Cameron.

ABSENT – City Clerk Prisiajniouk – with previous notification

OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant City Administrator Falcone, Director of Building and Development Peterson, Public Works Director Roscoe, Attorney O'Driscoll, Director of Finance Graefen, Deputy Clerk Schultheis, Police Chief Caponigro, Digital Communications Technician Colvin.

PLEDGE OF ALLEGIANCE – Led by Acting Mayor Dolick

APPROVAL OF MINUTES

A. November 14 2022 City Council Workshop Meeting Minutes – **Alderman Morgan-Adams moved to approve the November 14, 2022 City Council Workshop meeting Minutes; seconded by Alderman Cameron. There was unanimous approval.**

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

Motion carried 5 - 0

PRESENTATIONS

A. Chicago Executive Airport Monthly Update Presented, by Director Scott Saewert- Director Saewert updated the City Council regarding Airport matters. He said that operations for the last 12 months are just under 100,000. Customs has had over 500 operations in the same time frame.

The Airport is accepting proposals on the defunct 94th Aero Squadron.

The financial audit is still in process and should be finished by early December.

The FAA required a meeting to discuss the updating of the Noise Exposure Map. That meeting took place and there were 13 members in attendance.

The Chicago Executive Airport is awaiting final approval regarding the Residential Sound Insulation Program.

Airport tours have been reinstated. Tours have already begun.

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS - None

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

CONSENT AGENDA -

A. Approval of the 2023 City Council Regular Meeting Calendar

B.R-22-47 Staff Memo and Resolution Approving a Renewal Contract with Alliant/Mesirow Financial for Property, Casualty, Worker Compensation, and Cyber Liability Insurance for the Year Beginning December 1, 2022 through November 30, 2023

C.R-22-48 Staff Memo and Resolution Authorizing Execution of a Settlement Agreement Between the City of Prospect Heights and ComEd

D. R-22-49 CEA Memo and Resolution Approving Chicago Executive Airport Budget Amendment – **Alderman Ludvigsen moved for omnibus approval of 2023 City Council Regular Meeting Calendar, R-22-47 Staff Memo and Resolution Approving a Renewal Contract with Alliant/Mesirow Financial for Property, Casualty, Worker Compensation, and Cyber Liability Insurance for the Year Beginning December 1, 2022 through November 30, 2023, R-22-48 Staff Memo and Resolution Authorizing Execution of a Settlement Agreement Between the City of Prospect Heights and ComEd, R-22-49 CEA Memo and Resolution Approving Chicago Executive Airport Budget; seconded by Alderman Cameron.**

Discussion followed.

CEA Executive Director Jeff Miller discussed the Budget Amendment telling the Council that the Airport owed back taxes to Cook County. The amount owed is \$715,000. The failure to pay the taxes goes back to 2017 in regards to some parcels owned by the Airport.

Alderman Moran-Adams asked why this happened? Executive Director Miller replied that the parcels were leased to different individuals, and the tax documentation went to the old tenants. He noted that the tenants owe back taxes of \$500,000 separately from the Airport. The \$715,000 owed by the Chicago Executive Airport is on the CEA-owned leases.

Alderman Morgan-Adams questioned that since the land is owned by the Airport, if the tenants failed to pay their \$500,000, would that not still be the responsibility of the landlord (ie, the Chicago Executive Airport).

Alderman Cameron wanted to know why it has taken the Airport five years to discover this error. Executive Director Miller said he did not know what transpired in the past, but the Airport was now on top of the issue.

Alderman Cameron questioned whether the tax bills were now going to the correct address.

Executive Director Miller replied that the tax bills have been updated, and that Cook County now has the updated information.

Alderman Morgan-Adams wanted to know if the \$715,000 was in the budget last year. Executive Director Miller said it was not.

Treasurer Tibbits said that typically there is an 18% penalty for unpaid taxes. Alderman Morgan-Adams asked a corollary question, asking if the Airport had negotiated the interest on the taxes.

Executive Director Miller said that the Airport was in the process of negotiating.

Alderman Cameron asked if the \$715,000 included the penalty. Executive Director Miller said it did.

Alderman Ludvigsen noted that the \$715,000 was assumed in the taxes that were collected on the leases. The money was already accounted for based on what was charged the tenants. Executive Director Miller added that each lease was profitable. He said that it was possible that the leases would have to be adjusted to help absorb some of the taxes.

Alderman Ludvigsen asked if the Airport would be pursuing legal action against tenants that were in breach of their leases. Executive Director Miller said that the Airport was looking into that.

Alderman Morgan-Adams stated that the tenants' rents cover the tax liability.

There was unanimous approval.

ROLL CALL VOTE:

AYES –	Ludvigsen, Morgan-Adams, Dash, Dolick, Cameron
NAYS -	None
ABSENT -	None

Motion carried 5 - 0

OLD BUSINESS - None

NEW BUSINESS

A. Requested Waiver of First Reading O-22-30 Staff Memo and Ordinance Amending Title 1, Chapter 5, Section 2 and Section 5, Changing City Council Workshop Meetings into Regular Meetings (*1st Reading*) – **Alderman Ludvigsen moved to Approve Waiver of First Reading O-22-30 Staff Memo and Ordinance Amending Title 1, Chapter 5, Section 2 and Section 5, Changing City Council Workshop Meetings into Regular Meetings (1st Reading); seconded by Alderman Morgan-Adams.**

Discussion followed.

City Administrator Wade said that there would no longer be workshop items. There would be two separate meetings, one in late January and one in summer for City Council goals.

There was unanimous approval.

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

Motion carried 5 - 0

B.O-22-30 Staff Memo and Ordinance Amending Title 1, Chapter 5, Section 2 and Section 5, Changing City Council Workshop Meetings into Regular Meetings (*2nd Reading*) – **Alderman Morgan-Adams moved to Approve O-22-30 Staff Memo and Ordinance Amending Title 1, Chapter 5, Section 2 and Section 5, Changing City Council Workshop Meetings into Regular Meetings (2nd Reading); seconded by Alderman Dash.**

Discussion followed.

Alderman Morgan-Adams said that the wording should be changed to include Mayor, elected officials and staff. Attorney O'Driscoll said that the Ordinance would have minor tweaks.

Assistant City Administrator Falcone noted that the language in the Ordinance was the same as what was approved in the 2013 Ordinance that was now being amended.

Alderman Morgan-Adams wanted to know what would be involved in the goal sessions.

City Administrator Wade said that the items could be generated from Staff, as well as elected officials. They would be more strategic in nature; like the sidewalk or storm water. Two more meeting nights will be added to the calendar.

There was unanimous approval.

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

Motion carried 5 - 0

Finance Director Graefen said that the City only has leeway on two of the SSA's and the Police Pension levy, because of the City's Non-Home Rule status. The other numbers are given to the City by the County. She said that the tax levy this year reflected a 6.9493% increase. She said that the City wanted to capture as much money over the EAV than was given to the City preliminarily. She noted that this year there was a reduction in the EAV of \$39 Million. The 6.9493% in dollars equals \$53,000 more.

C.O-22-31 Staff Memo and Ordinance Police Pension Levy (*1st Reading*) – **No action taken**

D.O-22-32 Staff Memo and Ordinance SSA 1 Levy (*1st Reading*) - **No action taken**

E.O-22-33 Staff Memo and Ordinance SSA 2 Levy (*1st Reading*) - **No action taken**

F.O-22-34 Staff Memo and Ordinance SSA 3 Levy (*1st Reading*) - **No action taken**

G.O-22-35 Staff Memo and Ordinance SSA 4 Levy (*1st Reading*) - **No action taken**

H.O-22-36 Staff Memo and Ordinance SSA 5 Levy (*1st Reading*) - **No action taken**

I.O-22-37 Staff Memo and Ordinance SSA 8 Levy (*1st Reading*) - **No action taken**

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A.November Financial Report Presented by Finance Director Cheri Graefen – noted that as of October, the City is at 54% of total revenue.

She said that the property taxes will be online any day, and that there should be sufficient time for the City to collect for payment.

She said that the City's hotel tax is well over what was budgeted.

Acting Mayor/Alderman Ward 5 Dolick – remarked on the success of the Tree Lighting Ceremony of November 26.

He asked for an update on the cell tower. Director Peterson said that there is still debate as to whether the unusual wind has been the cause of the issues. The tower is being re-designed and Director Peterson expected to have plans by Christmas. The installation is expected in early 2023. Alderman Ludvigsen asked that Crown Castle provide detail as early as possible, so that the Council could hear the options.

Public Works Director Roscoe – noted that the Tree Lighting was a success.

- He said that NICOR would be working on Elmhurst Road down to Camp McDonald to Deli-4-You and then would go south down Euclid.

Police Chief Caponigro- said that the PD has put in an offer for a Full Time social worker. She will start in a few weeks.

= Officer Tirovolas has completed field training and is on her own. Two more officers will complete field training within the next few weeks.

APPROVAL OF WARRANTS

A.Approval of Expenditures

General Fund	\$242,135.86
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$1,937.55
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$669.00
Solid Waste Fund	\$0.00
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	\$324.49
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	\$159,349.61
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$20,139.43
Parking Fund	\$281.29
Sanitary Sewer Fund	\$1,200.00
Road/Building Bond Escrow	\$2,279.00
Police Pension	\$0.00
TOTAL	\$428,316.23
<u>Wire Payments</u>	
11/18/2022 PAYROLL	\$186,663.35
TOTAL WARRANT	\$614,979.58

Deputy Clerk Schultheis read the warrants.

Alderman Morgan-Adams moved to approve the warrants as read; seconded by Alderman Cameron to include a TOTAL of \$428, 316.23; 11/18/2022 Payroll of \$186,663.35; a TOTAL WARRANT of \$614,979.58. There was unanimous approval.

ROLL CALL VOTE: AYES – Morgan-Adams, Dash, Dolick, Cameron, 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 7:21 PM, Alderman Dash moved to Adjourn; seconded by Alderman Ludvigsen. There was unanimous approval.

VOICE VOTE: All Ayes, No Nays

Motion carried 5 – 0

Approved by the Prospect Heights City Council on this the 12th day of December, 2022.


Deputy Clerk Schultheis
Acting Mayor Dolick