THE CITY COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, FEBRUARY 26, 2024 AT 6:30PM

CALL TO ORDER AND ROLL CALL – At 6:30 PM, Mayor Ludvigsen called to order the Regular City Council Meeting at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.
Deputy Clerk Schultheis read the preamble to the Meeting.
City Clerk Prisiajniouk called roll. A quorum was present.
ELECTED OFFICIALS PRESENT – Mayor Ludvigsen, City Clerk Prisiajniouk Aldermen – Dash, Cameron, Morgan-Adams, Dolick, Anderson
ABSENNT – Treasurer Tibbits (with previous notification)
OTHER OFFICIALS PTRESENT – City Administrator Wade, Assistant City Administrator Falcone, Deputy Clerk Schultheis, Director of Building and Development Peterson, Assistant Finance Director Tannehill, Public Works Director Roscoe, Police Chief Caponigro, Attorney Hess, Digital Communications Technician Colvin.

PLEDGE OF ALLEGIANCE – Led by Mayor Ludvigsen

APPROVAL OF MINUTES
A.February 12, 2024 City Council Regular Meeting Minutes
B.September 13, 2021 City Council Executive Session Minutes, *but not for Public Release* –
Alderman Morgan-Adams moved for omnibus approval of the February 12, 2024 City Council Regular Meeting Minutes and September 13, 2021 City Council Executive Session Minutes, *but not for Public Release*, seconded by Alderman Cameron.

ROLL CALL VOTE:	AYES -	Cameron, Dash, Morgan-Adams, Anderson
	NAYS -	None
	ABSENT -	None
	ABSTAIN -	Dolick

Motion carried 4 – 1, one abstention

PRESENTATIONS
A.Chicago Executive Airport Monthly Report by Chicago Executive Airport Board of Director Bill Kearns – Director Kearns said that the last twelve months have seen 97,000 operations with the use of 764,000 gallons of fuel. That is above average usage.
The CEA is 75% through the Budget year and is at 80% revenue and 62.5% expenditures.
- Two older snow brooms are up for auction and the CEA is purchasing a new snow broom at a cost of

$800,000.
- Sky Harbor has plans for a 6-year buildout. There are some storm water challenges. This

will be a fifteen hangar complex. They are seeking 6B tax incentive designation from Wheeling and Prospect Heights.

- Rock the Runway will operate this year as it did last year. In the future with Sky Harbor, the event may take place further into the airport in 2025.
- The airport is in the planning process to move its tie down area to the northeast corner of the airport. It is a $2.6 million project funded by the bipartisan infrastructure law. It is slated to start in the summer of 2025.
- The ramp project starts in May, 2024 at a cost of $1.1 million funded by the State's Rebuild Illinois Program.
- The CEA has taken more security control measures, including reducing the number of people who can access the airfield access.
- The Budget will be presented in April.
- There are reviews for procedures and vendors to hire a new janitor and a new auditor.
- The Hawthorne Hangar is complete. There will be an upcoming grand opening.
- Design Group 845 was hired to update the needs assessment focusing on a new location for the Administration Building.
- The airport is looking to hire summer interns.
- RSIP has started Phase I. The pilot phase is completed. Phase I covers 19 homes. Phase II will be with multi-family (Willow Heights) and single family homes. The Airport is trying to get the FAA to override the requirement for testing of 30% testing of all the units before of the buildings before installing.

APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS
A.Re-appointment of Bill Kearns to the Chicago Executive Airport Board of Directors – **Alderman Anderson moved to approve the re-appointment of Bill Kearns to the Chicago Executive Airport Board of Directors; seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 5 - 0

B.Appointment of Frank Chen to the Tourism District Board of Directors – **Alderman Dolick moved to approve the appointment of Frank Chen to the Tourism Board of Directors; seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 5 - 0

PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*) – Resident Jerry Simmons, representing River Trails Condo Assoc. thanked the Council and the Staff regarding using SSA 8 funds so that the 361 units did not have to pay $600,000 in flood insurance.

CONSENT AGENDA - None

OLD BUSINESS - None

NEW BUSINESS
A.R-24-08 Staff Memo and Resolution Authorizing the Use of Special Service Area 8 (Levee Use) Monies to Fund a Portion of Costs for Storm Sewer Remediation at Levee Wall – **Alderman Cameron moved to approve R-24-08 Staff Memo and Resolution Authorizing the Use of**

Special Service Area 8 (Levee Use) Monies to Fund a Portion of Costs for Storm Sewer Remediation at Levee Wall; seconded by Alderman Morgan-Adams.
Discussion – City Administrator Wade noted that the Resolution action was a way that the City could move the project forward. The Army of Corp of Engineers as a designation of the Levee 37 project is funded to completion; which means that they have a limited amount of money to go forward. The City, therefore, sought to use the money in SSA 8. If the City does not utilize this option, It might be two to three years before the City would get any Federal funds.
Upon this Resolution's approval, the Staff would come back with a formal Intergovernmental Agreement. In the meantime, this keeps the project going.

Public Works Director Roscoe said that a conference call that the Staff had on Friday gave the City the green light to move forward with the process.

Administrator Wade said that the levee breach needs to be addressed and the area needs to get remapped for certification removing the properties from the Flood Plain.

Mayor Ludvigsen reiterated that the City will not be reimbursed, but the decision was made to continue with the process.
There was unanimous approval.

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

Motion carried 5 - 0

B.R-24-09 Staff Memo and Resolution Requesting a Bid Waiver and Approving the Use of Drug Enforcement Agency Funds for Renovation and Purchase of Replacement Workspace Areas, (Patrol, Investigations and Records) Cabinets, Conference Table/Chairs for $83,518.84 (includes installation) – **Alderman Dolick moved to approve R-24-09 Staff Memo and Resolution Requesting a Bid Waiver and Approving the Use of Drug Enforcement Agency Funds for Renovation and Purchase of Replacement Workspace Areas, (Patrol, Investigations and Records) Cabinets, Conference Table/Chairs for $83,518.84 (includes installation); seconded by Alderman Morgan-Adams.**
Discussion – Chief Caponigro said that the current furniture is thirteen years old. The Detective Division is supposed to be a separated work space, but it is not currently. Detectives need their own conference room table. There is also insulation needed for the interview room. Funding is from the DEA seized assets.
There was unanimous approval.

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

Motion carried 5 - 0

C.R-24-10 A Resolution Approving the Destruction of Certain Closed Session Audio Recordings – **Alderman Dolick moved to approve -24-10 A Resolution Approving the Destruction of Certain Closed Session Audio Recordings; seconded by Alderman Anderson.**
Attorney Hess noted that the Resolution referenced the executive session recordings and that a separate Resolution would be presented at the next meeting for the release of certain executive session minutes.
There was unanimous approval.

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

Motion carried 5 - 0

STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS

A.January Financial Report Presented by Assistant Finance Director Tannehill –
He noted that the City is 75% through the budget with 66.8% revenues and at 53.9% expenses.

- Assistant Director Tannehill said that the City was in the middle of the vehicle sticker campaign, and water and sewer bill collection.
- He noted that the Finance Department was meeting with Department heads regarding the budget. The first of the Budget presentations are next month.

Mayor Ludvigsen – noted that he and Assistant City Administrator Falcone met with Northwest Municipal Conference for Legislative days in Springfield, meeting as well with the State Representatives and Senators. He noted that the Governor had talked about policies that are forthcoming that may impact the City negatively.

Chief Caponigro – acknowledged River Trails Condo Association for being great community partners. He said that they have allowed the Police to use their gym for multiple meetings on the eastside to discuss safety issues.

City Administrator Wade – said that the March meetings will begin at 6 PM, to allow more time to discuss the budget. The next three meetings will start at 6 PM

- As April 22 begins Passover, that meeting will be changed, and the new neeting date published.

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	$172,526.20
Motor Fuel Tax Fund	$0.00
Tourism District	$232.60
Solid Waste Fund	$0.00
Drug Enforcement Agency Fund	$0.00
Palatine Road Tax Increment Financing	$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	$123.83
Special Service Area - Constr #6 (Water Main)	$0.00
Special Service Area - #8 Levee Wall #37	$155.19
Capital Improvements	$0.00
Special Service Area - Debt #6	$0.00
Road Construction Debt	$0.00
Water Fund	$2,882.54
Parking Fund	$509.79
Sanitary Sewer Fund	$1,532.69
Road/Building Bond Escrow	$0.00
TOTAL	**$177,962.84**
Wire Payments	
02/09/2024 PAYROLL	**$179,207.32**
JANUARY IMRF PAYMENT	**$11,535.80**

TOTAL WARRANT	**$368,705.96**

City Clerk Prisiajnniouk read the warrants.
Alderman Dolick moved to approve the warrants as read; seconded by Alderman Anderson to include a TOTAL of $177,962.84, 02/09/2024 Payroll of $179,207.32, JANUARY IMRF PAYMENT of $11,535.80, and a TOTAL WARRANT of $368,705.80.
There was unanimous approval.

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

Motion carried 5 - 0

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

EXECUTIVE SESSION – None

ADJOURNMENT – At 7:02 PM, Alderman Cameron moved to Adjourn; seconded by Alderman Anderson. There was unanimous approval.
VOICE VOTE: ALL AYES, NO NAYS.

Motion carried 5 – 0

Approved by the City Council of the City of Prospect Heights on this the 11th day of March, 2024.

Joanna Prisiajniouk
City Clerk Prisiajniouk

CITY OF PROSPECT HEIGHTS ILLINOIS CORPORATE SEAL Incorporated A.D. 1976

Mayor Patrick Ludvigsen