



THE CITY COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON MONDAY, SEPTEMBER 23, 2024 AT 6:30 PM

CALL TO ORDER AND ROLL CALL – At 6:31 PM, Mayor Ludvigsen called to order the Regular Meeting of the Prospect Heights City Council at City Hall, 8 N Elmhurst Road, Prospect Heights, IL 60070.

City Clerk Prisiajniouk called roll. A quorum was present.

ELECTED OFFICIALS PRESENT – Mayor Ludvigsen, Alderman – Cameron, Anderson, Morgan-Adams, Dash, Dolick, Treasurer Tibbits, City Clerk Prisiajniouk.

ABSENT – None

OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant City Administrator Falcone, Director of Building and Development Peterson, Director of Public Works Roscoe, Police Chief Caponigro, Assistant Finance Director Tannehill, Deputy Clerk Austin, Attorney Jim Hess, Digital Communications Technician Colvin.

PLEDGE OF ALLEGIANCE – Mayor Ludvigsen led the Pledge of Allegiance.

APPROVAL OF MINUTES

A. September 9, 2024 City Council Regular Meeting Minutes – Alderman Morgan-Adams moved to approve the September 9, 2024 City Council Regular Meeting Minutes as presented; seconded by Alderman Dolick.

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

Motion carried 5 – 0

PRESENTATIONS – None

APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS – None

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

CONSENT AGENDA – None

OLD BUSINESS – None

NEW BUSINESS

A. R-24-31 Staff Memo and Resolution Authorizing Funding for a ComEd Green Regions Program Grant for the Public Service Pollinator Park – Alderman Anderson moved to approve R-24-31 Staff Memo and Resolution Authorizing Funding for a ComEd Green Regions Program Grant for the Public Service Pollinator Park; seconded by Alderman Cameron. There was unanimous approval.

Director of Public Works Roscoe gives a brief explanation of the project and what they are hoping to do with the open space.

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

Motion carried 5 – 0

- B. R-24-32** Staff Memo and Resolution Seeking City Council Support for the Application to the Illinois Department of Transportation (IDOT), for the Illinois Transportation Enhancement Program (ITEP), for the Elmhurst Road Sidewalk Project – **Alderman Dolick moved to approve R-24-32 Staff Memo and Resolution Seeking City Council Support for the Application to the Illinois Department of Transportation (IDOT), for the Illinois Transportation Enhancement Program (ITEP), for the Elmhurst Road Sidewalk Project; seconded by Alderman Morgan-Adams. There was unanimous approval.**

City Administrator Wade explains the thought behind this Resolution to garner as much funding as possible and talks about how this process has worked very well in the past with other sidewalk projects within the city.

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

Motion carried 5 – 0

- C. Request to Waive 1st Reading O-24-19** Staff Memo and Ordinance Amending Title 2 of the Prospect Heights City Code Regarding Non-Home Rule Retailers' Occupation Tax and Service Occupation Tax (*1st Reading*) – **Alderman Morgan-Adams moved to request a waiver of Reading for O-24-19 Staff Memo and Ordinance Amending Title 2 of the Prospect Heights City Code Regarding Non-Home Rule Retailers' Occupation Tax and Service Occupation Tax (1st Reading); seconded by Alderman Cameron.**

Mayor Ludvigsen gives an overview of why the city is now able to apply for this additional sales tax and how it will benefit the city greatly now that we are able to move from 0.5% to 1% just like many of our close counterpart municipalities.

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

Motion carried 5 – 0

- D. O-24-19** Staff Memo and Ordinance Amending Title 2 of the Prospect Heights City Code Regarding Non-Home Rule Retailers' Occupation Tax and Service Occupation Tax (*2nd Reading*) – **Alderman Dolick moved to approve O-24-19 Staff Memo and Ordinance Amending Title 2 of the Prospect Heights City Code Regarding Non-Home Rule Retailers' Occupation Tax and Service Occupation Tax (2nd Reading); seconded by Alderman Morgan-Adams.**

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

ABSENT - None

Motion carried 5 – 0

STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS

A. August Financial Report by Assistant Finance Director Bob Tannehill – Assistant Finance Director Tannehill gives the state of revenue and expenses for the month of August and discusses some specific items within the financial report.

Director of Public Works Roscoe- Gives a shoutout to other members of staff for helping facilitate road construction updates to the citizens. Also shares that Public Works has hired a full time Administrative Assistant.

Building and Development Director Peterson- Wanted to make sure everyone is aware about the upcoming PZBA Meeting on Wednesday September 25th at 7pm.

City Administrator Wade- Wanted to remind everyone about the upcoming Elmhurst Road informational Meeting taking place Tuesday October 1st from 5-7pm.

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$59,676.72
Motor Fuel Tax Fund	\$0.00
Tourism District	\$5,127.48
Solid Waste Fund	\$0.00
Drug Enforcement Agency 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	\$95.46
Special Service Area - Constr #6 (Water Main)	\$0.00
Special Service Area - #8 Levee Wall #37	\$0.00
Capital Improvements	\$0.00
Special Service Area - Debt #6	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$3,169.35

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Parking Fund	\$0.00
Sanitary Sewer Fund	\$526.50
Road/Building Bond Escrow	\$0.00
TOTAL	\$68,595.51
<u>Wire Payments</u>	
09/06/2024 Payroll	\$182,526.36
August Illinois Municipal Retirement Fund Payment	\$15,300.17
TOTAL WARRANT	\$266,422.04

City Clerk Prisiajniouk read the warrants.

Alderman Anderson moved to approve the warrants as presented; seconded by Alderman Cameron to include a TOTAL of \$68,595.51, 09/06/2024 Payroll of \$182,526.36, August Illinois Municipal Retirement Fund Payment of \$15,300.17, and a TOTAL WARRANT of \$266,422.04. There was unanimous approval.

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

Motion carried 5 – 0

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

EXECUTIVE SESSION – None

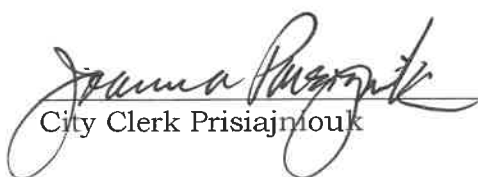
ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED – None

ADJOURNMENT – At 6:49 PM, Alderman Anderson moved to Adjourn; seconded by Alderman Dolick. There was unanimous approval.

VOICE VOTE: ALL AYES, NO NAYS

Motion carried 5 – 0

Approved by the Prospect Heights City Council on this the 14th day of October, 2024.


 City Clerk Prisiajniouk




 Mayor Patrick Ludvigsen

Posted by 12:00 PM, September 19, 2024

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