



**THE CITY COUNCIL REGULAR MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WAS HELD ON MONDAY, MAY 12, 2025 AT 6:30 PM**

CALL TO ORDER AND ROLL CALL – At 6:30 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.

Deputy Clerk Austin called roll. A quorum was present.

ELECTED OFFICIALS PRESENT – Alderman Ward 1 Cameron, Alderman Ward 2 Anderson, Alderman Ward 3 Morgan-Adams, Alderman Ward 5 Dolick, Mayor Ludvigsen
ABSENT – Alderman Ward 4 Dash with prior notice, City Treasurer Tibbits with prior notice, City Clerk Prisiajniouk with prior notice

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

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

APPROVAL OF MINUTES –

- A.** April 28, 2025 City Council Regular Meeting Minutes – **Alderman Ward 2 Anderson moved to approve April 28, 2025 City Council Regular Meeting Minutes; seconded by Alderman Ward 1 Cameron.**

ROLL CALL VOTE:	AYES:	Michelle Cameron, Terry Anderson, Matt Dolick
	NAYS:	None
	ABSTAIN:	Wendy Morgan-Adams
	ABSENT:	Danielle Dash

Motion 3-0, one abstain, one absent.

- B.** April 28, 2025 City Council Budget Hearing Minutes – **Alderman Ward 2 Anderson moved to approve April 28, 2025 City Council Budget Hearing Minutes; seconded by Alderman Ward 1 Cameron.**

ROLL CALL VOTE:	AYES:	Michelle Cameron, Terry Anderson, Matt Dolick
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NAYS: None
ABSTAIN: Wendy Morgan-Adams
ABSENT: Danielle Dash

Motion carried 3-0, one abstain, one absent.

INDUCTION OF RECENTLY ELECTED OFFICIALS –

- A.** City Council Member Ward 2, Terry Anderson 2-Year Term – Alderman Anderson was officially sworn in as Alderman of Ward 2 by her brother Kevin O'Donnell.

APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS – None

PUBLIC COMMENTS ON AGENDA MATTERS (FIVE MINUTES TIME LIMIT) – None

CONSENT AGENDA – Alderman Ward 3 Morgan-Adams moved for an omnibus approval of the consent agenda to include A. City of Prospect Heights Proclamation Honoring Youngchoon Kim (Mr. Kim) of the Dog Walk, B. City of Prospect Heights Proclamation Honoring Public Works Week, May 18-24, 2025, C. Staff Memo and Resolution Authorizing and Approving the execution of a Memorandum of Understanding (MOU) Concerning Police Enforcement Between the Prospect Heights Police Department and College District 512 - Harper College; seconded by Alderman Ward 5 Dolick. There was unanimous approval.

ROLL CALL VOTE:
AYES: Michelle Cameron, Terry Anderson, Wendy Morgan-Adams, Matt Dolick
NAYS: None
ABSENT: Danielle Dash

Motion carried 4-0, one absent.

- A.** City of Prospect Heights Proclamation Honoring Youngchoon Kim (Mr. Kim) of the Dog Walk –
- B.** City of Prospect Heights Proclamation Honoring Public Works Week May 18-24, 2025 –
- C. R-25-34** Staff Memo and Resolution Authorizing and Approving the execution of a Memorandum of Understanding (MOU) Concerning Police Enforcement Between the Prospect Heights Police Department and College District 512 - Harper College –

OLD BUSINESS – None

NEW BUSINESS –

- A. R-25-32** Staff Memo and Resolution Approving Land Use and Parking Agreement with the Prospect Heights Fire Protection District – **Alderman Ward 5 Dolick moved to approve R-25-32 Staff Memo and Resolution Approving Land Use and Parking Agreement with the Prospect Heights Fire Protection District; seconded by**

Alderman Ward 3 Morgan-Adams. There was unanimous approval.

Building and Development Director Peterson mentions that with the Fire District remodel, which is a topic later this evening, there needs to be a parking agreement between the Fire District and the City of Prospect Heights. After negotiations, an agreement was completed that helps the parking situation the Fire District faced in their remodel and keeps in mind storm water management that could arise over time.

ROLL CALL VOTE:	AYES:	Michelle Cameron, Terry Anderson, Wendy Morgan-Adams, Matt Dolick
	NAYS:	None
	ABSENT:	Danielle Dash

Motion carried 4-0, one absent.

- B. *Waiver of 1st Reading O-25-10* Staff Memo and Ordinance Granting Special Use and Certain Variations for the Reconstruction and Expansion of the Prospect Heights Fire District Fire Station at 10 E. Camp McDonald Road (1st Reading) – Alderman Ward 3 Morgan-Adams moved to approve a *Waiver of 1st Reading for O-25-10 Staff Memo and Ordinance Granting Special Use and Certain Variations for the Reconstruction and Expansion of the Prospect Heights Fire District Fire Station at 10 E. Camp McDonald Road (1st Reading)*; seconded by Alderman Ward 5 Dolick. There was unanimous approval.**

Jamie, the architect from 845 Design Group, presents some of the design choices that were chosen for the Fire District Remodel. Jamie mentions the two parking spaces currently in front of the Fire District building will be replaced with green space as they were difficult to pull in and out of and now all parking will be relocated to the north side of the building. There will also be an increase from three bays to four. This is one of the variations they are requesting. One of the issues with the size of the Fire District building is that there are currently not enough parking spaces. This will be remedied with a parking agreement with the city. Jamie explains one of the main reasons for the remodel is to allow for a decontamination space before entering living quarters which currently do not exist. Insufficient bunk rooms, limited office space and designs that lead to slower response time are other factors for the remodel.

ROLL CALL VOTE:	AYES:	Michelle Cameron, Terry Anderson, Wendy Morgan-Adams, Matt Dolick
	NAYS:	None
	ABSENT:	Danielle Dash

Motion carried 4-0, one absent.

- C. *O-25-10* Staff Memo and Ordinance Granting Special Use and Certain Variations for the Reconstruction and Expansion of the Prospect Heights Fire District Fire Station at 10 E. Camp McDonald Road (2nd Reading) – Alderman Ward 3 Morgan-Adams moved to approve *O-25-10 Staff Memo and Ordinance Granting Special Use and Certain Variations for the Reconstruction and Expansion of the Prospect Heights Fire District Fire Station at 10 E. Camp McDonald Road (2nd Reading)*; seconded by Alderman Ward 5 Dolick. There was unanimous approval.**

Alderman Dolick asked about the electronic sign in front of the Fire District, and Fire Chief Smith said that it is past its useful lifespan so they will be getting rid of it.

ROLL CALL VOTE: AYES: Michelle Cameron, Terry Anderson, Wendy Morgan-Adams, Matt Dolick
 NAYS: None
 ABSENT: Danielle Dash

Motion carried 4-0, one absent.

- D. *Waiver of 1st Reading O-25-11*** Staff Memo and Ordinance Approving a Special Use Permit for an Automobile Rental Facility, Gitibin & Associates, LLC dba as “Go Rentals” at 750 Pinecrest Road **(1st Reading) – Alderman Ward 5 Dolick moved to approve a *Waiver of 1st Reading for O-25-11 Staff Memo and Ordinance Approving a Special Use Permit for an Automobile Rental Facility, Gitibin & Associates, LLC dba as “Go Rentals” at 750 Pinecrest Road (1st Reading); seconded by Alderman Ward 3 Morgan-Adams. There was unanimous approval.***

Building and Development Director Peterson gives some background on how Go Rentals operates. They were unaware of needing a special zoning use to operate, but since then, they have worked well with staff to become compliant in every way. Director Peterson mentioned a few points the PZBA had during their discussion, which included how many cars would be on the premises and the condition of the cars. There have not been any issues or complaints since they have been in business.

ROLL CALL VOTE: AYES: Michelle Cameron, Terry Anderson, Wendy Morgan-Adams, Matt Dolick
 NAYS: None
 ABSENT: Danielle Dash

Motion carried 4-0, one absent.

- E. *O-25-11*** Staff Memo and Ordinance Approving a Special Use Permit for an Automobile Rental Facility, Gitibin & Associates, LLC dba as “Go Rentals” at 750 Pinecrest Road **(2nd Reading) – Alderman Ward 2 Anderson moved to approve *O-25-11 Staff Memo and Ordinance Approving a Special Use Permit for an Automobile Rental Facility, Gitibin & Associates, LLC dba as “Go Rentals” at 750 Pinecrest Road (2nd Reading); seconded by Alderman Ward 5 Dolick. There was unanimous approval.***

ROLL CALL VOTE: AYES: Michelle Cameron, Terry Anderson, Wendy Morgan-Adams, Matt Dolick
 NAYS: None
 ABSENT: Danielle Dash

Motion carried 4-0, one absent.

- F. *R-25-33*** Resolution Authorizing and Awarding Bid Recommendation for the Purchase

of a CR Mini Hydraulic Excavator with Altorfer Cat on the Sourcewell Governmental Discount Program, for an Estimated Cost of \$80,734.00 and not to exceed \$82,000.00 – **Alderman Ward 5 Dolick moved to approve R-25-33 Resolution Authorizing and Awarding Bid Recommendation for the Purchase of a CR Mini Hydraulic Excavator with Altorfer Cat on the Sourcewell Governmental Discount Program, for an Estimated Cost of \$80,734.00 and not to exceed \$82,000.00; seconded by Alderman Ward 3 Morgan-Adams. There was unanimous approval.**

Public Works Director Roscoe gives some background information on the machine and how it will be helpful to use it for certain projects. It will cover water, sewer and storm water projects. This will also be helpful to mow the grass and trees on the other side of the levee wall. Alderman Cameron asks where it will be stored, and Director Roscoe explains they will keep it inside along with their other machines because this is the best way to keep it in good condition for longer.

ROLL CALL VOTE:	AYES:	Michelle Cameron, Terry Anderson, Wendy Morgan-Adams, Matt Dolick
	NAYS:	None
	ABSENT:	Danielle Dash

Motion carried 4-0, one absent.

- G.** Staff Memo and Request for City Council Approval of Saint Alphonsus Liguori Parish Special Event Permit to hold a Summer Carnival on June 12th to 15th – **Alderman Ward 2 Anderson moved to approve Staff Memo and Request for City Council Approval of Saint Alphonsus Liguori Parish Special Event Permit to hold a Summer Carnival on June 12th to 15th; seconded by Alderman Ward 3 Morgan-Adams. There was unanimous approval.**

Members of the church's of St. Alphonsus and St. Thomas Beckett is here to speak about and get approval for a summer carnival event that would benefit the community. This event will last four days, from Thursday, June 12th to Sunday, June 15th. Alderman Cameron asks how big this carnival will be, and the response is that it will be a fairly decent size with lots of rides, food trucks and a beer garden area. Alderman Morgan-Adams asks if there is an admission fee, and the church's response is the event is free to attend, but then there will be packages you can buy to ride the rides, and then you can purchase alcohol. Alderman Cameron asks about the music, and there will be a DJ and live music throughout the weekend. There will also be a business expo available to local businesses.

ROLL CALL VOTE:	AYES:	Michelle Cameron, Terry Anderson, Wendy Morgan-Adams, Matt Dolick
	NAYS:	None
	ABSENT:	Danielle Dash

Motion carried 4-0, one absent.

STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS –

Assistant City Administrator Falcone- Gives a shoutout to all the summer events that will

be happening throughout the city this year, so look out for the schedule in our quarterly newsletter or on our website.

Public Works Director Roscoe- Gives an update on the final touches on the Wolf Rd Sidewalk project, which is just about complete. MWRD is doing a large stormwater project on Wolf Rd that will take them about three to four months, so be on the lookout for road closures as they continue to work.

Building and Development Director Peterson- The Dog Walk is not going away, and a new owner has been selected, so stop on by to check it out. There was a contractor scam in town, so please be on the lookout for out-of-state license plates and people pushing to do work fast. All work that is done must be done by the city building department.

Administrator Wade- Wanted to let everyone know that our next meeting will not be Monday, May 26th, but will instead be on Tuesday, May 27th. There will also be a presentation by Director Peterson about the proposed chicken ordinance.

Chief Derman- Wanted to recognize social worker Rosangela Maldonado for completing her masters' degree. Also says everyone can stop by for Cop on a Rooftop event on May 16th from 5am-10am at the Dunkin' Donuts on Milwaukee Ave.

Alderman Anderson- Shares that there is a month to go for the dollars for scholars program and there will be a golf outing held on June 16th at Rolling Green Golf Club.

APPROVAL OF WARRANTS –

A. Approval of Expenditures

General Fund	\$261,466.08
Motor Fuel Tax Fund	\$0.00
Tourism District	\$1,593.99
Solid Waste Fund	\$34,050.00
Drug Enforcement Agenda 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	\$110.42
Special Service Area - Constr #6 (Water Main)	\$0.00
Special Service Area - #8 Levee Wall #37	\$0.00

Capital Improvements	\$109,472.22
Special Service Area - Debt #6	\$600.00
Road Construction Debt	\$0.00
Water Fund	\$11,521.49
Parking Fund	\$782.38
Sanitary Sewer Fund	\$5,204.36
Road/Building Bond Escrow	\$11,083.90
TOTAL	\$435,884.84
Wire Payments	
05.02.25 Payroll	\$182,149.68
TOTAL WARRANT	\$618,034.52

– Alderman Ward 2 Anderson moved to approve the warrants as presented; seconded by Alderman Ward 3 Morgan-Adams to include a TOTAL amount of \$435,884.84, a wire payment for 5/2/25 payroll amount of \$182,149.68, and a TOTAL WARRANT amount of \$618,034.52. There was unanimous approval.

ROLL CALL VOTE:

AYES:	Michelle Cameron, Terry Anderson, Wendy Morgan-Adams, Matt Dolick
NAYS:	None
ABSENT:	Danielle Dash

Motion carried 4-0, one absent.

PUBLIC COMMENT ON NON-AGENDA MATTERS (FIVE MINUTE TIME LIMIT) – Joe Sykes, a local resident, is here to talk about the pedestrian crosswalk and bike path just north of Palatine Road. He discusses a situation he saw where a truck was stopped in the right lane and someone started to walk and was almost hit because they couldn't see around the truck. He would like to see a traffic signal be put in place at this intersection. He contacted some of the local state representatives and wanted to let the council know where the issue stood.

Ussif another resident, took his time to spread the word and his beliefs to the city council.

EXECUTIVE SESSION – None

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED – None

ADJOURNMENT – Alderman Ward 2 Anderson moved to Adjourn; seconded by Alderman Ward 1 Cameron. There was unanimous approval.

VOICE VOTE:

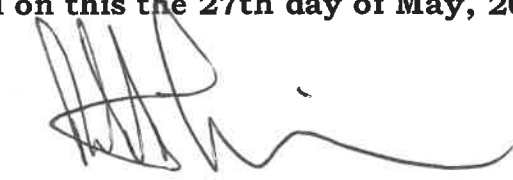
All AYES

No NAYS

Motion carried 4 – 0, one absent.

Approved by the Prospect Heights City Council on this the 27th day of May, 2025.


City Clerk Prisiajoniuk



Mayor Patrick Ludvigsen

