



**City of Prospect Heights  
CITY COUNCIL REGULAR MEETING**

**Monday, November 10, 2025 at 6:30 PM**

**Prospect Heights City Hall  
8 North Elmhurst Road**

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**IN ACCORDANCE WITH THE APPLICABLE STATUTES OF THE STATE OF ILLINOIS AND ORDINANCES OF THE CITY OF PROSPECT HEIGHTS, NOTICE IS HEREBY GIVEN THAT:**

**The City Council Meeting of the Mayor and City Council of the City of Prospect Heights will be held on MONDAY, NOVEMBER 10, 2025 AT 6:30 PM.**

**In Person in the Council Chambers, Prospect Heights City Hall, 8 North Elmhurst Road, Prospect Heights, Illinois, Mayor Patrick Ludvigsen presiding.**

**This meeting will be broadcast live on cable channels: COMCAST CHANNEL 17, ASTOUND CHANNEL 1176 and AT&T U-VERSE CHANNEL 99. It will also be recorded and rebroadcast on COMCAST CHANNEL 17, ASTOUND CHANNEL 1176 and AT&T U-VERSE CHANNEL 99.**

**Attendees who wish to speak on Agenda or non-agenda items will be provided an opportunity during the meeting. There is a FIVE-MINUTE TIME LIMIT for speakers.**

**1. CALL TO ORDER AND ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES**

- A. October 27, 2025 City Council Regular Meeting Minutes**  
**Action Requested: (Motion, Second, Roll Call Vote)**

**4. PRESENTATIONS**

- A. Prospect Heights Police Pension Board Presentation by Todd Schroeder**

**5. APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS**

- A. Re-Appointment of William Kearns as Board Member of the Police Pension Board**

**6. PUBLIC COMMENTS ON AGENDA MATTERS (FIVE MINUTES TIME LIMIT)**

(Citizens are asked to identify the agenda item they would like to address and will be provided the opportunity to speak to the issue after its presentation and before City Council action)

**7. CONSENT AGENDA**

This meeting will be recorded and made available on your local Cable Channel, Prospect Heights Television, and our PHTV YouTube Channel via a link on the City website.

(All items listed on the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a City Council Member so requests, in which event the item will be removed from the general order of business and considered as a separate Agenda item.)

**Action Requested: (Motion, Second, Voice Vote)**

- A. O-25-21** Staff Memo and Ordinance Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA (National Electrical Code, the State Plumbing Code, and Making Certain Local Amendments to the Adopted Model Codes) **(2nd Reading)**
- B. O-25-22** Staff Memo and Ordinance Amending Chapter 1, Section 1 of Title 12 Fines and Fees Schedule **(2nd Reading)**
- C. O-25-23** Staff Memo and Ordinance Amending Title 7 Flood Control Regulations, Chapter 10 Permitting Requirements Applicable to All Flood Plain Areas **(2nd Reading)**
- D. R-25-74** Natural Resources Commission Memo and Request for Council Approval to Conduct Prescribed Burns in the Fall of 2025 and Spring of 2026 in Prospect Heights

**8. OLD BUSINESS**

- A. O-25-24** Staff Memo and Ordinance Amending Title 9 (Police Regulations) Chapter 1 (Animal Control), Section 18 (Keeping Backyard Chickens) of the City Code Regarding Backyard Chicken Keeping in the R-1 Single Family District **(2nd Reading)**  
**Action Requested: (Motion, Second, Roll Call Vote)**

**9. NEW BUSINESS**

- A. O-25-25** Staff Memo and Ordinance Approving of Sale, Donation, and Destruction of Surplus Vehicles **(1st Reading)**  
**Action Requested: (Discussion/Informational)**
- B. O-25-26** Staff Memo and Ordinance Approving of Sale, Donation, and Destruction of Surplus Equipment **(1st Reading)**  
**Action Requested: (Discussion/Informational)**
- C. O-25-27** Staff Memo and Ordinance Amending the City Code, Title 1, Chapter 7, Sections 12: Health Inspector, 17: Code Enforcement Officer, 18: Plumbing Official, Assistant Plumbing Official, and 19: Electrical Inspector; Assistant Electrical Inspector of the City Code **(1st Reading)**  
**Action Requested: (Discussion/Informational)**
- D. R-25-73** Staff Memo and Resolution Authorizing the Execution of an Intergovernmental Agreement between the City of Prospect Heights and Prospect

Heights Park District Regarding Policing of Park Property, Subject to City Attorney Approval

**Action Requested: (Motion, Second, Roll Call Vote)**

- E. R-25-75** Staff Memo and Resolution Approving a Professional Services Agreement with B & F Construction Code Services, Inc. to Provide Plumbing Inspection and Fire Protection Review and Inspection Services, Subject to City Attorney Approval

**Action Requested: (Motion, Second, Roll Call Vote)**

**10. STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS**

**11. APPROVAL OF WARRANTS**

**A. Approval of Expenditures**

|                                                     |             |
|-----------------------------------------------------|-------------|
| General Fund                                        | \$59,364.14 |
| Motor Fuel Tax Fund                                 | \$0.00      |
| Tourism District                                    | \$795.36    |
| Solid Waste Fund                                    | \$0.00      |
| Drug Enforcement<br>Agenda Fund                     | \$0.00      |
| Special Service Area<br>#1                          | \$0.00      |
| Special Service Area<br>#2                          | \$0.00      |
| Special Service Area<br>#3                          | \$0.00      |
| Special Service Area<br>#4                          | \$0.00      |
| Special Service Area<br>#5                          | \$82.54     |
| Special Service Area -<br>Constr #6 (Water<br>Main) | \$0.00      |
| Special Service Area -<br>#8 Levee Wall #37         | \$154.59    |
| Capital Improvements                                | \$616.97    |
| Special Service Area -<br>Debt #6                   | \$605.00    |
| Road Construction                                   | \$0.00      |

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|                           |                     |
|---------------------------|---------------------|
| Debt                      |                     |
| Water Fund                | \$7,651.81          |
| Parking Fund              | \$611.50            |
| Sanitary Sewer Fund       | \$2,392.56          |
| Road/Building Bond Escrow | \$0.00              |
| <b>TOTAL</b>              | <b>\$72,274.47</b>  |
| <b>Wire Payments</b>      |                     |
| 10.31.25 Payroll          | <b>\$209,222.34</b> |
| <b>TOTAL WARRANT</b>      | <b>\$281,496.81</b> |

**12. PUBLIC COMMENT ON NON-AGENDA MATTERS (FIVE MINUTE TIME LIMIT)**

**13. EXECUTIVE SESSION**

**14. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**

**15. ADJOURNMENT**

**Action Requested: (Motion, Second, Voice Vote)**

Posted by 12:00 PM, November 7, 2025