



**THE CITY COUNCIL REGULAR MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WAS HELD ON MONDAY, DECEMBER 8, 2025 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.

Assistant to the City Administrator Austin called roll. A quorum was present.

ELECTED OFFICIALS PRESENT – Alderman Ward 1 Cameron, Alderman Ward 2 Anderson, Alderman Ward 4 Dash, Alderman Ward 5 Dolick, Mayor Ludvigsen

ABSENT – Alderman Ward 3 Morgan-Adams with prior notice, City Treasurer Tibbits, City Clerk Prisiajniouk

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

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

APPROVAL OF MINUTES –

- A.** November 24, 2025 City Council Regular Meeting Minutes – **Alderman Ward 5 Dolick moved to approve November 24, 2025 City Council Regular Meeting Minutes; seconded by Alderman Ward 2 Anderson.**

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

Motion carried 3-0, one abstained, one absent

PRESENTATIONS –

- A.** Community Rating System and Flood Insurance Assessment Report by City Engineer, Dan Strahan – No presentation was given. Memo was just for informational purposes.

APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS –

- A.** Re-Appointment of Scott Degraf to the Planning & Zoning Board of Appeals

Commission – **Alderman Ward 2 Anderson moved to approve Re-Appointment of Scott Degraf to the Planning & Zoning Board of Appeals Commission; seconded by Alderman Ward 1 Cameron.**

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

Motion carried 4-0, one absent

PUBLIC COMMENTS ON AGENDA MATTERS (FIVE MINUTES TIME LIMIT) –

Daniela Hernandez - Daniela Hernandez, an employee of Magus Fresh Market at Palwaukee Plaza, addressed the council requesting support to prevent immigration agents from using the plaza to detain individuals, stating that these activities have caused fear among residents and led to decreased business over the past several months. She emphasized that customers are afraid to shop for groceries, forcing the store to rely on deliveries, and urged approval of the request to help protect residents, restore a sense of safety, and support local businesses.

Valeria Mata - Valerie Mata, a junior at John Hersey High School and member of the Hana Center Suburban Youth Council, spoke in support of a resolution to prohibit ICE from operating on city property, stating that ICE activity has created fear among immigrant families, disrupted daily life, harmed local businesses, and weakened trust within the community. She emphasized the emotional and educational impact on children, the reduced willingness of residents to engage with schools and city services, and the economic consequences of families avoiding work and local shopping, urging the council to act to restore safety, trust, and unity in Prospect Heights.

Andrew de las Alas - Andrew de las Alas, Youth Program Coordinator at Hana Center, spoke on behalf of immigrant youth from the Suburban Youth Council, sharing student testimonies describing fear, anxiety, and loss of safety caused by ICE activity in and around Palwaukee Plaza and Prospect Heights. The students emphasized the impact on their ability to feel safe at school and in the community, the disproportionate effect on immigrant and minority families, and the erosion of trust and unity, urging the council to pass a resolution prohibiting ICE from operating on city property or to take alternative actions such as providing know-your-rights resources and ensuring city staff training to better protect and support residents.

Kin Ribeiro - Kin Rivero of the Hana Center's community education team presented additional testimonies from Suburban Youth Council members describing how ICE enforcement has caused fear, trauma, and instability in Prospect Heights, particularly affecting students and families with no criminal history. The speakers emphasized that ICE activity undermines trust in law enforcement, disrupts daily life, harms community stability, and negatively impacts student well-being, urging the council to pass a resolution prohibiting ICE from operating on city property or to otherwise respond by providing resources and protections to help residents feel safe and supported.

Michele Black - Michelle Black, a Prospect Heights business owner and resident, spoke in

support of further action to address ICE-related fear in the community, noting positive police presence but citing data showing a rising percentage of ICE arrests involving individuals without criminal charges, particularly in Illinois. She described significant declines in local business activity, customers expressing fear, children shopping in place of parents, and residents selling belongings or leaving the area, emphasizing that such fear undermines the city’s values of inclusion, justice, and economic stability. She urged the council to pass the resolution and pursue broader, collaborative efforts to ensure Prospect Heights remains a safe, welcoming community where residents do not live in fear.

Francisco Ruiz - Francisco Ruiz, a long-time Prospect Heights business owner, pastor, and former resident, thanked the mayor and trustees for their leadership and compassion, emphasizing the importance of loving one’s neighbor and making decisions that positively impact future generations. Sharing a personal story about helping a neighbor, he highlighted themes of unity, humanity, and shared responsibility, urging the council to continue acting with empathy and wisdom to address current challenges and support the well-being of all residents in Prospect Heights.

Danae Kovac - Danae Kovac, Executive Director of Hana Center, thanked the mayor and council for taking an initial step and posed several questions seeking clarification on the proposed action, including the differences between a policy statement, resolution, and ordinance; how each would be implemented and enforced; and the scope, frequency, and content of Trust Act training for police officers and city staff. She also asked how the policy would be distributed to the community, whether it would be available in multiple languages, and how the city plans to ensure residents understand the policy and continue working collaboratively to protect all Prospect Heights residents.

CONSENT AGENDA –

- A. 0-25-35 Staff Memo and Ordinance Amending Chapter 1, Title 7, Section 4: Deputy Clerk Responsibilities (2nd Reading) – Alderman Ward 2 Anderson moved to approve 0-25-35 Staff Memo and Ordinance Amending Chapter 1, Title 7, Section 4: Deputy Clerk Responsibilities (2nd Reading); seconded by Alderman Ward 1 Cameron.**

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

Motion carried 4-0, one absent

OLD BUSINESS –

- A. 0-25-28 Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Police Pension Fund (2nd Reading) – Alderman Ward 5 Dolick moved to approve 0-25-28 Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Police Pension**

Fund (2nd Reading); seconded by Alderman Ward 2 Anderson.

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

Motion carried 4-0, one absent

- B. O-25-29** Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area One **(2nd Reading) – Alderman Ward 5 Dolick moved to approve O-25-29 Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area One (2nd Reading); seconded by Alderman Ward 2 Anderson.**

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

Motion carried 4-0, one absent

- C. O-25-30** Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Two **(2nd Reading) – Alderman Ward 2 Anderson moved to approve O-25-30 Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Two (2nd Reading); seconded by Alderman Ward 1 Cameron.**

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

Motion carried 4-0, one absent

- D. O-25-31** Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Three **(2nd Reading) – Alderman Ward 5 Dolick moved to approve O-25-31 Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Three (2nd Reading); seconded by Alderman Ward 2 Anderson.**

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

Motion carried 4-0, one absent

- E. O-25-32** Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Four **(2nd Reading) – Alderman Ward 1 Cameron moved to approve O-25-32 Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Four (2nd Reading); seconded by Alderman Ward 2 Anderson.**

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

Motion carried 4-0, one absent

- F. O-25-33** Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Five **(2nd Reading) – Alderman Ward 2 Anderson moved to approve O-25-33 Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Five (2nd Reading); seconded by Alderman Ward 1 Cameron.**

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

Motion carried 4-0, one absent

- G. O-25-34** Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Eight **(2nd Reading) – Alderman Ward 5 Dolick moved to approve O-25-34 Staff Memo and Ordinance for the Levy and Assessment of 2025 Taxes for the Fiscal Year Beginning May 1, 2025, and Ending April 30, 2026, in and for the City of Prospect Heights Special Service Area Eight (2nd Reading); seconded by Alderman Ward 2 Anderson.**

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

Motion carried 4-0, one absent

NEW BUSINESS –

- A. *Waiver of 1st Reading O-25-36*** Staff Memo and Ordinance Granting a Special Use Permit for the Installation of an Electronic Message Center Sign at 14 E. Camp McDonald Road (Prospect Heights Police Department) **(1st Reading) – Alderman Ward 2 Anderson moved to approve *Waiver of 1st Reading O-25-36* Staff Memo and Ordinance Granting a Special Use Permit for the Installation of an Electronic Message Center Sign at 14 E. Camp McDonald Road (Prospect Heights Police Department) (1st Reading); seconded by Alderman Ward 5 Dolick.**

Mayor Ludvigsen explain that this is an ordinance for the approval of the electronic sign to be installed in front of the police station, as the placement requires action by the Zoning Board of Appeals, and passage of the ordinance is necessary for the project to proceed.

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

Motion carried 4-0, one absent

- B. *O-25-36*** Staff Memo and Ordinance Granting a Special Use Permit for the Installation of an Electronic Message Center Sign at 14 E. Camp McDonald Road (Prospect Heights Police Department) **(2nd Reading) – Alderman Ward 2 Anderson moved to approve *O-25-36* Staff Memo and Ordinance Granting a Special Use Permit for the Installation of an Electronic Message Center Sign at 14 E. Camp McDonald Road (Prospect Heights Police Department) (2nd Reading); seconded by Alderman Ward 1 Cameron.**

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

Motion carried 4-0, one absent

- C. *Waiver of 1st Reading O-25-37*** Staff Memo and Ordinance Approving a Special Use Permit to Allow a Sit-Down Restaurant at 1301 S. Wolf Road, Unit 209, Prospect Heights, IL (Mongolian Heritage Center) **(1st Reading) – Alderman Ward 5 Dolick moved to approve *Waiver of 1st Reading O-25-37* Staff Memo and Ordinance Approving a Special Use Permit to Allow a Sit-Down Restaurant at 1301 S. Wolf Road, Unit 209, Prospect Heights, IL (Mongolian Heritage Center) (1st Reading); seconded by Alderman Ward 2 Anderson.**

Building & Development Director Peterson stated that the Mongolian Heritage Center at 1301 S. Wolf Road plans to open a small traditional Mongolian food service on the second floor, in a 550–600 square foot kitchen adjacent to the center’s great room, to serve Heritage Center patrons, the public, and local businesses through limited onsite

service, takeout, and delivery. The Zoning Board of Appeals unanimously recommended approval with conditions that the kitchen not be visible from second-floor windows facing Wolf Road and that exhaust equipment be discreetly installed or routed through the roof. The space will have approximately six seats, with most business focused on pickup or supporting Heritage Center events, and the owner, Miss Monk, was present to answer additional questions.

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

Motion carried 4-0, one absent

- D. O-25-37 Staff Memo and Ordinance Approving a Special Use Permit to Allow a Sit-Down Restaurant at 1301 S. Wolf Road, Unit 209, Prospect Heights, IL (Mongolian Heritage Center) (2nd Reading) – Alderman Ward 5 Dolick moved to approve O-25-37 Staff Memo and Ordinance Approving a Special Use Permit to Allow a Sit-Down Restaurant at 1301 S. Wolf Road, Unit 209, Prospect Heights, IL (Mongolian Heritage Center) (2nd Reading); seconded by Alderman Ward 2 Anderson.**

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

Motion carried 4-0, one absent

- E. Waiver of 1st Reading O-25-38 Staff Memo and Ordinance Reducing the Number of “A” Liquor Licenses from 11 to 8 (Full Liquor - Monday through Thursday from 8:00 am to 2:00 am; Friday and Saturday from 8:00 am to 3:00 am; and Sunday from 12noon to 2:00 am) (1st Reading) – Alderman Ward 1 Cameron moved to approve Waiver of 1st Reading O-25-38 Staff Memo and Ordinance Reducing the Number of “A” Liquor Licenses from 11 to 8 (Full Liquor - Monday through Thursday from 8:00 am to 2:00 am; Friday and Saturday from 8:00 am to 3:00 am; and Sunday from 12noon to 2:00 am) (1st Reading); seconded by Alderman Ward 2 Anderson.**

City Administrator Falcone discussed this ordinance was required to ensure available liquor licenses match up with the amount of actual businesses. Canceling three unused liquor licenses aligned with active businesses. The licenses in question were for the Roma (sold and becoming Sky Harbor Development), the Crown Plaza, and a planned seafood restaurant at Prospect Crossing that never opened due to funding issues. This action is purely administrative housekeeping and does not change any existing licenses.

ROLL CALL VOTE: AYES: Michelle Cameron, Terry Anderson, Danielle Dash, Matt Dolick
 NAYS: None

ABSENT: Wendy Morgan-Adams

Motion carried 4-0, one absent

- F. O-25-38** Staff Memo and Ordinance Reducing the Number of “A” Liquor Licenses from 11 to 8 (Full Liquor - Monday through Thursday from 8:00 am to 2:00 am; Friday and Saturday from 8:00 am to 3:00 am; and Sunday from 12noon to 2:00 am) **(2nd Reading) – Alderman Ward 5 Dolick moved to approve O-25-38 Staff Memo and Ordinance Reducing the Number of “A” Liquor Licenses from 11 to 8 (Full Liquor - Monday through Thursday from 8:00 am to 2:00 am; Friday and Saturday from 8:00 am to 3:00 am; and Sunday from 12noon to 2:00 am) (2nd Reading); seconded by Alderman Ward 2 Anderson.**

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

Motion carried 4-0, one absent

- G. R-25-79** Staff Memo and Resolution Providing for and Requiring the Submission of the Proposition of Issuing General Obligation Bonds to the Voters of the City of Prospect Heights, Cook County, Illinois, at the General Primary Election to be Held on the 17th Day of March, 2026 – **Alderman Ward 2 Anderson moved to approve R-25-79 Staff Memo and Resolution Providing for and Requiring the Submission of the Proposition of Issuing General Obligation Bonds to the Voters of the City of Prospect Heights, Cook County, Illinois, at the General Primary Election to be Held on the 17th Day of March, 2026; seconded by Alderman Ward 1 Cameron.**

City Administrator Falcone explained that the city is proposing a \$21.5 million, 20-year road bond referendum for the March 2026 ballot, which would fund roughly 65% of road repairs, necessary bridge maintenance, curb and gutter improvements at about 25 intersections, sidewalk enhancements, and new road maintenance equipment and vehicles. Public outreach via a survey indicated approximately 65% support for the bond. The resolution under discussion would place this referendum on the March 2026 ballot.

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

Motion carried 4-0, one absent

- H. Motion to Approve Policy Statement on Recent Federal Law Enforcement Immigration Operations – Alderman Ward 5 Dolick moved to approve the Policy Statement on Recent Federal Law Enforcement Immigration Operations; seconded by Alderman Ward 1 Cameron.**

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

Motion carried 4-0, one absent

STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS –

Building and Development Director Peterson - Reminded residents to prepare for winter conditions by ensuring furnaces are properly maintained and inspected, and that smoke and carbon monoxide detector batteries are up-to-date. Residents were advised that the city can issue emergency permits for immediate furnace repairs and cautioned against using ovens or unsafe heaters for heat due to carbon monoxide risks, emphasizing safety during the winter and holiday season.

Public Works Director Roscoe - Reminded residents that during winter snow removal, snow from driveways should not be placed back into the street, as it creates hazardous conditions when vehicles drive over it. Residents were advised to place snow in parkways or off to the side to help maintain safe roadways and prevent slipping hazards, and to use caution as winter conditions continue.

Alderman Anderson - Thanked City Administrator Falcone for assistance following a power outage caused by a downed line early in the morning, noting that power was restored around 12:30 p.m. and that such an extended outage was unusual after many years in the home. The speaker expressed appreciation for the response and wished everyone a safe and happy holiday season, encouraging kindness toward one another.

Alderman Dolick - Wished everyone happy holidays and told everybody to be safe this winter season.

Mayor Ludvigsen - Emphasized that Prospect Heights remains a welcoming and caring community, noting the city's ongoing efforts through the police department, civic organizations, and community outreach to support residents. While acknowledging differing views on current issues, the speaker stressed that the city is acting in what it believes to be the best interests of both the community and its residents, remains open to continued dialogue, and should not lose sight of the dedication of staff and volunteers working to keep the city inclusive, especially given the city's limited size and resources.

APPROVAL OF WARRANTS –

A. Approval of Expenditures

General Fund	\$190,190.12
Motor Fuel Tax Fund	\$0.00
Tourism District	\$4,762.31
Solid Waste Fund	\$32,933.33
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	\$3,360.70
Special Service Area - Constr #6 (Water Main)	\$0.00
Special Service Area - #8 Levee Wall #37	\$6,674.36
Capital Improvements	\$73,286.05
Special Service Area - Debt #6	\$203,661.25
Road Construction Debt	\$1,239,316.25
Water Fund	\$36,207.55
Parking Fund	\$663.21
Sanitary Sewer Fund	\$49,304.07
Road/Building Bond Escrow	\$12,448.50
TOTAL	\$1,852,807.70
Wire Payments	
11.28.25 Payroll	\$190,651.88
Manual Checks -Law Offices of John Fiotti (November Adjudication Attorney)	\$800.00
TOTAL WARRANT	\$2,044,259.58

– Alderman Ward 2 Anderson moved to approve the warrants as presented; seconded by Alderman Ward 1 Cameron to include a Total Amount of \$1,852,807.70, a Wire Payment for the 11/28/2025 Payroll in the amount of \$190,651.88, and a Manual Check for the law offices of John Fiotti for the November adjudication in the amount of \$800.00, and a Total Warrant of \$2,044,259.58. There was unanimous approval.

ROLL CALL VOTE:

AYES:	Michelle Cameron, Terry Anderson, Danielle Dash, Matt Dolick
NAYS:	None

ABSENT: Wendy Morgan-Adams

Motion carried 4-0, one absent

PUBLIC COMMENT ON NON-AGENDA MATTERS (FIVE MINUTE TIME LIMIT) – None

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.

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

Motion carried 4-0, one absent

Approved by the Prospect Heights City Council on this the 22nd day of December 2025.



City Clerk Prisiajnicuk

Deputy Clerk Austin



Mayor Patrick Ludvigsen