



**THE CITY COUNCIL REGULAR MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WAS HELD ON MONDAY, JUNE 22, 2026 AT 6:30 PM**

CALL TO ORDER AND ROLL CALL – At 6:30PM, 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 – Alderman Ward 1 Cameron, Alderman Ward 4 Dash, Alderman Ward 5 Dolick, Mayor Ludvigsen, City Treasurer Tibbits, City Clerk Prisiajniouk
ABSENT – Alderman Ward 2 Anderson with prior notice, and Alderman Ward 3 Morgan-Adams with prior notice.

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, Management Analyst Coalter, Attorney John O'Driscoll, Digital Communication Technician Colvin.

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

APPROVAL OF MINUTES –

- A.** June 8, 2026 City Council Regular Meeting Minutes – **Alderman Ward 5 Dolick moved to approve June 8, 2026, City Council Regular Meeting Minutes; seconded by Alderman Ward 4 Dash.**

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

Motion carried 3-0, 2 Absent

PRESENTATIONS –

- A.** Police & Fire Commission Annual Report to the City Council Presented by Chairperson Sharon Hoffman –

Fire & Police Commission Chair Hoffman - Over the past year, the commission has conducted seven regular meetings and five special meetings to address departmental business.

Traffic enforcement and ambulance services continue to represent the highest call for service. Chairman Hoffman then highlighted the recent activities that the PH PD have been involved in, like Cop on a rooftop, and the Special Olympics Fundraising event. The PHPD completed two hiring cycles, and anticipate another hiring cycle later this summer or fall. During a high-risk traffic stop on May 31st, a PH resident reached out to commend the officers involved for their handling of the situation as an uninvolved observer. The officers recognized were Officer Blanco, Delgado, and Sergeant Deol.

APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS – None.

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

CONSENT AGENDA –

- A. O-26-11 Staff Memo and Ordinance Authorizing Northern Illinois Gas Company (Nicor Gas), its Successors and Assigns, to Construct, Operate, and Maintain a Gas Distribution System in and Through the City of Prospect Heights, Illinois (*2nd Reading*)**

– Alderman Ward 5 Dolick moved to approve

O-26-11 Staff Memo and Ordinance Authorizing Northern Illinois Gas Company (Nicor Gas), its Successors and Assigns, to Construct, Operate, and Maintain a Gas Distribution System in and Through the City of Prospect Heights, Illinois (*2nd Reading*)

; seconded by Alderman Ward 1 Cameron.

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

Motion carried 3-0, 2 absent

OLD BUSINESS –

- A. O-26-13 Business Liquor License Request and Ordinance Increasing the Number of “A” Liquor Licenses from 8 to 9 (Full Liquor – Monday through Sunday from 8:00 am to 12 Midnight) for Baltic House, 6 N Elmhurst Road (*2nd Reading*)**

– Alderman Ward 5 Dolick moved to approve

O-26-13 Business Liquor License Request and Ordinance Increasing the Number of “A” Liquor Licenses from 8 to 9 (Full Liquor – Monday through Sunday from 8:00 am to 12 Midnight) for Baltic House, 6 N Elmhurst Road (*2nd Reading*)
; seconded by Alderman Ward 1 Cameron.

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

Motion carried 3-0, 2 Absent

NEW BUSINESS –

- A. R-26-27** Staff Memo and Resolution Authorizing and Awarding Bid Recommendation for CCTV Sanitary Sewer Televising with Chicagoland Trenchless Rehabilitation, Inc., for a Cost of \$164,970.00 with a 10% Contingency for Unforeseen Underground Conditions

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**Alderman Ward 1 Cameron moved to approve
R-26-27 Staff Memo and Resolution Authorizing and Awarding Bid
Recommendation for CCTV Sanitary Sewer Televising with Chicagoland
Trenchless Rehabilitation, Inc., for a Cost of \$164,970.00 with a 10%
Contingency for Unforeseen Underground Conditions
; seconded by Alderman Ward 4 Dash.**

Public Works Director Roscoe- FY2016-2017 is when PW began their CCTV program to televise their underground Sanitary Sewer System. It has been about nine years since the last televising round was conducted to identify issues in the sanitary system that need to be corrected. Chicagoland Trenchless was the lowest bidder on this project. Spoke regarding the necessity for this project to keep the sanitary sewer system functional and maintained. This purchase is a huge asset to the Public Works department to help them maintain the sanitary sewer system, especially when individuals are building or tearing properties down.

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

Motion carried 3-0, 2 absent

- B. R-26-28** Staff Memo and Resolution Authorizing a Scope of Services Agreement with Gewalt Hamilton Associates, Inc. for the 2026 Sanitary Sewer CCTV Inspection, Project Management, and GIS Integration for a Cost of \$39,400.00, Subject to Attorney Review and Approval

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**Alderman Ward 1 Cameron moved to approve
R-26-28 Staff Memo and Resolution Authorizing a Scope of Services Agreement
with Gewalt Hamilton Associates, Inc. for the 2026 Sanitary Sewer CCTV
Inspection, Project Management, and GIS Integration for a Cost of \$39,400.00,
Subject to Attorney Review and Approval
; seconded by Alderman Ward 5 Dolick.**

Public Works Director Roscoe- Explained the process and coordination necessary between Gewalt Hamilton and their GIS Department for the success of this project. This approval lines up the contract so the information that is provided by Chicagoland Trenchless is transferred over to Gewalt Hamilton and the GIS Department allows it to be filed and stored appropriately.

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

Motion carried 3-0, 2 Absent

- C. **R-26-29** Staff Memo and Resolution Authorizing the Purchase of an Envirosight Rovver X HD Package, Sewer Camera Equipment, through Envirosight Sourcewell Contract: 08052EVS for the Amount of \$118,717.78

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**Alderman Ward 1 Cameron moved to approve
R-26-29 Staff Memo and Resolution Authorizing the Purchase of an Envirosight Rovver X HD Package, Sewer Camera Equipment, through Envirosight Sourcewell Contract: 08052EVS for the Amount of \$118,717.78
; seconded by Alderman Ward 4 Dash.**

Public Works Director Roscoe- Current camera equipment that Public Works owns is from 2012 & 2013 which is currently being used by public works, but these are not in good condition and complicate the process of checking for blockages. This purchase would ensure that Public Works is able to check the sanitary sewers for blockages without overspending, stating this is a decent camera for the city to use, but by no means a top of the line purchase. This camera is made specifically for the sewer system, but it can be adapted and used in our storm water system as well. This is beneficial and will save costs in the long run. Previously, PW has had to bring in other vendors to use their cameras to identify problems. This purchase allows the city to identify who has caused damage to our sanitary sewer system (resident, or company and the exact location) and ensure that they pay for the repairs. The trade in value of the existing cameras has been factored into the price.

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

Motion carried 3-0, 2 Absent

- D. **R-26-30** Staff Memo and Resolution Authorizing a Scope of Services Agreement with Gewalt Hamilton Associates, Inc. for National Pollution Discharge Elimination System Compliance Permit Requirements for a Cost of \$7,750.00, Subject to Attorney Review and Approval

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**Alderman Ward 4 Dash moved to approve
R-26-30 Staff Memo and Resolution Authorizing a Scope of Services Agreement**

with Gewalt Hamilton Associates, Inc. for National Pollution Discharge Elimination System Compliance Permit Requirements for a Cost of \$7,750.00, Subject to Attorney Review and Approval ; seconded by Alderman Ward 5 Dolick.

Public Works Director Roscoe- Stormwater discharges into the water and creek and needs to be monitored. The EPA does incrementally take samples to ensure the levels of discharge are monitored. This contract allows Gewalt Hamilton to help the city with the paperwork involved in the process required by the EPA. This ensures that the city remains in compliance with the EPA standards.

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

Motion carried 3-0, 2 absent

E. O-26-14 Staff Memo and Ordinance Amending City Code Title 9, Chapter 1, Section 9-1-4 of the City Code Regarding Animal Control and Associated Impoundment Fees (1st Reading)

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Police Chief Derman- Spoke regarding the change in the impoundment fee and the necessity to raise the fee to ensure the city is not at a loss from \$15 to \$50 dollars. Regarding the impoundment fee the city incurs for the rescuing and storing runaway pets at Wheeling animal hospital. The city impounds about 8-10 stray dogs a year, which becomes the responsibility of the police to transport to Wheeling animal hospital.

STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS –

City Administrator Falcone- Talked briefly about the recent community event, the 2026 Block Party. Turnout was good and the music and food was enjoyable all had a fun time.

Building and Development Director Peterson- Discussions with Sky harbor and The CEA have been ongoing. The upcoming zoning application has been processed, and B&D operations are as usual. He advised residents to give the Department time to do their permits in a timely fashion.

Public Works Director Roscoe - highlighted the success of the Block Party, and spoke about the upcoming Rock the Runway Event and the 4th of July Parade.

Alderman Ward 5 Dolick - Thanked everyone who worked so hard to make the Block Party so special and acknowledged how much effort and time goes into planning these events. Special thanks to PD,PW, Administration and Park Department.

City Clerk Prisiajniouk- Spoke about a State representative event, Voices of the Business Community, from 8-10 at the District 21 building open to the business community and encouraged business owners to go and get connected with their officials.

Mayor Ludvigsen- Brought up the Town Hall event with representative Mary Beth Canty and other representatives from 6-7:30PM at the Prospect Heights Library.

A. May Financial Report by Assistant Finance Director Bob Tannehill

Assistant Finance Director Tannehill- The city is one month into the new fiscal year and in line with the projected budget, GF revenue is at 10% of the budget and expenditures are 7%. This reflects a good start to the year. Revenue highlights income tax receipts and consistent. Sales tax revenue is tracking at budgeted numbers, investment earnings continue to outperform expectations, which fluctuate with the market. Expenditures are on target and below budget. Cook County has delayed their collection of property taxes by about two months, which delays those collections till the Fall. The two months behind will be continually monitored to ensure it doesn't cause any cash flow issues. Regarding the delinquent Sewer Collections, the City Administration has been brainstorming on some creative ways to recover past-due accounts. The city has decided to go forward with placing stickers on the door of those with outstanding balances informing residents their account is delinquent.

APPROVAL OF WARRANTS –

A. Approval of Expenditures

General Fund	\$163,227.97
Motor Fuel Tax Fund	\$0.00
Tourism District	\$3,476.65
Solid Waste Fund	\$70,960.00
Drug Enforcement Agenda Fund	\$18,343.31
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	\$0.00
Special Service Area	\$0.00

- Constr #6 (Water Main)	
Special Service Area - #8 Levee Wall #37	\$0.00
Capital Improvements	\$172,299.80
Special Service Area - Debt #6	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$14,008.30
Parking Fund	\$2,432.65
Sanitary Sewer Fund	\$8,394.30
Road/Building Bond Escrow	\$0.00
TOTAL	\$453,142.98
Wire Payments	
06.12.26 Payroll	\$220,936.98
May 2026 IMRF	\$27,406.43
Manual Checks	
North Suburban Employee Benefit PPO Medical March 26 Payment	\$56,242.00
TOTAL WARRANT	\$757,728.39

– Alderman Ward 5 Dolick moved for Approval of Warrants totaling \$453,142.98, A Wire payment for 6.12.26 Payroll for \$220,936.98, and May 2026 IMRF \$27,406.43, Manual check for the North Suburban Employee Benefit PPO Medical for March 26, \$56,242.00 ; seconded by Alderman Ward 4 Dash.

ROLL CALL VOTE:

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

Motion carried 3-0, 2 absent

PUBLIC COMMENT ON NON-AGENDA MATTERS (FIVE MINUTE TIME LIMIT) –

Illiana Scham- Was concerned about lacking a sewer cap on her property and the public works director said he would go out to check the issue. She also asked about sending less money in taxes to Cook County.

Allen Kosoff- Said the Block Party was great and was thankful for the services that were provided. He and his family enjoyed it a lot. Mr. Kosoff then spoke regarding the sidewalk project on Camp McDonald and inquired about the status of the project. Mr. Kosoff then asked building and development director Peterson about the status of the vacant properties at 506 / 508 E Camp McDonald.

Stan Wilk - Inquired about a sidewalk from Schoenbeck towards Rand and stated that there was a necessity for the sidewalk completion in certain areas of the city. Commenting on the dangers of walking along the side of the road in certain areas in the city. He then questioned the spending on projects and the process for voting on these items.

EXECUTIVE SESSION – None.

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED – None.

ADJOURNMENT – Alderman Ward 1 Cameron moved to Adjourn ADJOURNMENT; seconded by Alderman Ward 4 Dash.

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

Motion carried 3-0, 2 Absent

Approved by the Prospect Heights City Council on this the 13th day of July, 2026.



City Clerk Prisiajmiouk
Deputy Clerk Austin



Mayor Patrick Ludvigsen

