



**City of Prospect Heights
CITY COUNCIL MEETING**

Monday, January 13, 2025 at 6:30 PM

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

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, JANUARY 13, 2025 AT 6:30 PM.

In Person in the Council Chambers, Prospect Heights City Hall, 8 North Elmhurst Road, Prospect Heights, Illinois, Mayor Patrick Ludvigson 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. December 9, 2024 City Council Regular Meeting Minutes
Action Requested: (Motion, Second, Roll Call Vote)**

4. PRESENTATIONS

5. APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS

A. Re-appointment of Terry Anderson to North Shore Convention and Visitors Bureau Board of Directors

B. Re-appointment of Sharon Hoffman as Chairperson of the Police and Fire Commission

C. Re-appointment of Hyman Riebman as Commissioner of the Police and Fire Commission

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.

- 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**
(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)

- 8. OLD BUSINESS**
 - A. O-24-32** Staff Memo and Ordinance Amending Various Sections of the City Code Related to Title 1, Chapter 6, Section 7I: Powers and Duties as it Relates to City Administrator Purchasing Authority for Prospect Heights **(2nd Reading)**
Action Requested: (Motion, Second, Roll Call Vote)

- 9. NEW BUSINESS**
 - A. R-25-01** Staff Memo and Resolution for Winkleman Road Lightning Improvement Project Bid Recommendation of \$90,950 from Utility Dynamics Corporation with a 10% Contingency Fund for Unforeseen Underground Conditions
Action Requested: (Motion, Second, Roll Call Vote)
 - B. R-25-02** Staff Memo and Resolution Approving Supplemental Design Engineering Services for Willow Road Improvements with GEI Consultants in the Amount of \$47,500 for Additional Geotechnical Modeling
Action Requested: (Motion, Second, Roll Call Vote)
 - C. R-25-03** Staff Memo and Resolution Authorizing an Agreement with Microsystems, Inc. to Provide Document Scanning Services of Building Department Documents for an Estimated Cost of \$56,900.
Action Requested: (Motion, Second, Roll Call Vote)
 - D. R-25-04** Staff Memo and Resolution Authorizing an Agreement with TKB Associates, Inc for Laserfiche Records Management Software Licensing and Support Services in an Amount Not to Exceed \$15,000.
Action Requested: (Motion, Second, Roll Call Vote)
 - E. R-25-05** Staff Memo and Resolution Authorizing an Intergovernmental Agreement with the Village of Mount Prospect for the Certification of Levee 37
Action Requested: (Motion, Second, Roll Call Vote)

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

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11. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$222,224.00
Motor Fuel Tax Fund	\$0.00
Tourism District	\$6,334.96
Solid Waste Fund	\$0.00
Drug Enforcement Agenda Fund	\$1,780.00
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	\$544.52
Special Service Area - Constr #6 (Water Main)	\$0.00
Special Service Area - #8 Levee Wall #37	\$2,727.39
Capital Improvements	\$178,717.07
Special Service Area - Debt #6	\$0.00
Road Construction Debt	\$605.00
Water Fund	\$29,879.16
Parking Fund	\$825.46
Sanitary Sewer Fund	\$20,854.81
Road/Building Bond Escrow	\$1995.00
TOTAL	\$466,487.37
Wire Payments	\$189,757.55
12/27/2024 Payroll	
TOTAL WARRANT	\$656,244.92

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

13. EXECUTIVE SESSION

14. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

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15. ADJOURNMENT

Action Requested: (Motion, Second, Voice Vote)

Posted by 12:00 PM, January 10th 2025

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