



**THE STRATEGIC PLANNING AND DIRECTIONS SPECIAL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON WEDNESDAY, JANUARY 4, 2023 AT 6:00 PM.**

CALL TO ORDER AND ROLL CALL – At 6 PM, Acting Mayor Dolick called to order the Strategic Planning and Directions Special Meeting at City Hall, 8 N Elmhurst Road, Prospect Heights, IL 60070.

Deputy Clerk Schultheis read the preamble to the Meeting.

Deputy Clerk Schultheis called roll. A quorum was present.

ELECTED OFFICIALS PRESENT – Acting Mayor/Alderman Ward 5 Dolick, Aldermen – Dash, Morgan-Adams, Ludvigsen (entered the meeting at 6:12 PM), Cameron, Treasurer Tibbits.

ABSENT – City Clerk Prisiajniouk with previous notification.

OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant City Administrator Falcone, Director of Building and Development Peterson, Public Works Director Roscoe, Co-Finance Director Giacalone, Co-Finance Director Graefen, Assistant Finance Director Tannehill, Digital Communications Technician Colvin, and Deputy Clerk Schultheis.

PUBLIC COMMENT - None

Acting Mayor Dolick noted that the meeting was for discussion purposes only, and no action would be taken.

STRATEGIC PLANNING AND DIRECTIONS PRESENTATIONS

A) Community and Economic Development

a) Pending Projects

b) Potential Development Opportunities

c) Discussion of Comprehensive Zoning Update

Director Peterson said there are five major areas that are under the scope of the Building and Development Department:

- 1- Zoning and land use
- 2- Permits/inspections
- 3- Business property owners - land usage opportunities
- 4- Rental licensing and inspections (the City has over 1800 rental units)
- 5- Health and safety – including sanitary sewer and Health inspections

He noted that pending restaurant projects

At 6:12 PM, Alderman Ludvigsen entered the meeting.

Director Peterson said that the key to the strategy would be the need to update the Zoning codes. He noted that the last zoning code update was 1977.

There was a question regarding Levee 37, and Public Works Director said that the City was in the certification process. He noted that this would not be a project that would be paid for by the City.

B) Police Department

a) DACRA Police Software System

b) Report of Procedural and Operational Changes related to the SAFE-T Act in Illinois

c) Staffing Discussion

Deputy Chief Derman gave an update on the SAFE-T Act, and noted that the Pretrial Fairness Act had been halted.

He said that the Prospect Heights Police Department was prepared to adjust and update to the Act as various aspects of it were implemented.

He added that in order to increase efficiency the Police Department was looking to add adjudication services from DACRA. He said DACRA services could be added in a scalable way as needed or required.

He noted that the Police Department is currently fully staffed with full time officers.

D) Finance Department

a) FY 2023-24 Budget Construction

b) Discussion of Capital Projects Funding

Finance Director Graefen noted that the City has had a remarkable record with being able to secure grants for capital projects. City Administrator Wade said that Staff was constantly looking to secure more grants, and complimented Assistant City Administrator Falcone for his efforts in this area. She noted that the Finance Department uses the laddering investment strategy so that each month something matures.

She said that the goal is for the General Fund to be able to provide funds to the Capital Projects Fund for projects that are recommended by the Council and Staff.

E) Public Works

a) Pending Capital Improvement Projects

b) Possible Future Storm Water Management Improvements

c) Possible Future Sidewalk Projects

d) Road Resurfacing and Road Improvement Bond Discussion

Public Works Director Roscoe noted the projects that are already in progress and the upcoming projects. He noted that the projects have received grant money from Congressman Schneider because they are good, community projects.

City Administrator Wade added that of the 60 applicants, the Congressman picked ten projects, and the City's sidewalk project was one of them. He noted that because the engineering has been done for our projects for which the City asks for grants, they become more appealing as projects deserving of grant money.

Director Roscoe said the Arlington Countryside pipe and pump station will be ready February of this year.

Director Roscoe said that the City is looking at storm water improvements. He said that the City is also working with other communities on this issue.

Director Roscoe said that the City is looking to interconnect with water sources and form redundancies/looping of water systems at minimal cost

CITY COUNCIL PLANNING DISCUSSION – It was noted that there will be two strategic planning sessions – the one that was just held, and one in June.

ADJOURNMENT – At 9:04 PM, Alderman Morgan-Adams moved to Adjourn; seconded by Alderman Ludvigsen. There was unanimous approval.

VOICE VOTE:

All Ayes, No Nays.

Motion carried 5 – 0.

Approved by the City Council of Prospect Heights on this the 9th day of January, 2023.



Deputy Clerk Schultheis



Acting Mayor Dolick

