



THE CITY COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, JANUARY 9, 2023 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL – At 6:32 PM, Acting Mayor Dolick called to order the January 9, 2023 City Council Regular meeting at City Hall, 8 N Elmhurst Road, Prospect Heights, IL 60070. Deputy Clerk Schultheis read the preamble to the meeting.

City Clerk Prisiajniouk called roll. There was a quorum present.

ELECTED OFFICIALS PRESENT – Acting Mayor/Alderman Ward 5 Dolick, Treasurer Tibbits, City Clerk Prisiajniouk, Aldermen – Dash, Cameron, Ludvigsen (arrived at 6:34 PM with previous notification), Morgan-Adams

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

PLEDGE OF ALLEGIANCE - led by audience member Jerry Simmons

APPROVAL OF MINUTES

A.December 12, 2022 City Council Regular Meeting Minutes

B.January 4, 2023 City Council Strategic Planning and Directions Special Meeting Minutes – **Alderman Morgan-Adams moved for omnibus approval of December 12, 2022 City Council Regular Meeting Minutes and January 4, 2023 City Council Strategic Planning and Directions Special Meeting Minutes, as presented; seconded by Alderman Dash.**

ROLL CALL VOTE:

AYES -	Dash, Dolick, Morgan-Adams
NAYS -	None
ABSENT -	Ludvigsen
ABSTAIN -	Cameron

Motion carried 3-0, one abstention, one absent

At 6:34 PM, Alderman Ludvigsen entered the Meeting

PRESENTATION

A.FYE 2022 Audit Report Presented by Cheryden Juergensen and Chase Blazier of Eder, Casella & Co. – Ms. Juergensen said that the delay in the audit was due to a delay of data from the Chicago Executive Airport. She noted that the audit opinion was “unmodified.” That is the “best” opinion that the auditors can bestow. She noted that the City not only has good accounting practices but also good internal controls. She also noted that the audit went well. – **No action was taken.**

APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS - None

PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*) – None

CONSENT AGENDA - None

OLD BUSINESS – None

NEW BUSINESS

A. R-23-01 Resolution Authorizing the Execution of a License Agreement Between the City of Prospect Heights and Wisconsin Central LTD. (*draft agreement is subject to attorney review and approval*) – City Administrator Wade said that the Wolf Road sidewalk crosses the Canadian National Railroad. Representative Schneider has been crucial in assisting the City. He made certain that the sidewalk was added to his community projects, and was able to secure \$1.1 million in funding. The agreement with the Railroad that was put together is needed for IDOT approval of the project. The sidewalk will start sometime this year and will be completed by Fourth of July, 2024. Mayor Dolick also thanked Congressman Schneider as being an integral part of the success of the project

Alderman Dash moved to approve R-23-01 Resolution Authorizing the Execution of a License Agreement Between the City of Prospect Heights and Wisconsin Central LTD. (*draft agreement is subject to attorney review and approval*); seconded by Alderman Morgan-Adams. There was unanimous approval.

ROLL CALL VOTE:

AYES -	Dash, Dolick, Morgan-Adams, Cameron, Ludvigsen
NAYS -	None
ABSENT -	None

Motion carried 5 – 0.

STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS

E.Introduction of Proposed Text Amendments related to Short-Term Rental Properties by Building and Economic Development Director Dan Peterson – Director Peterson said that the City has not updated its rental agreement codes since 2002. That predates the popularity of AirBnb and other short term rentals.

He said that the City needed to control single family rentals through registered operators. These operators vet residents, renters, and collect taxes.

Alderman Ludvigsen asked since Prospect Heights is not a vacation destination, who would be renting single family homes? Director Peterson replied that the City has a current situation where a pilot got relocated and wants to rent his house when he is gone, but use it when he is in town. He does not want a long term lease. He has corporate guests using it.

He also noted the possibility that single family housing rentals might be popular in this area if the Chicago Bears do locate to Arlington Heights.

Director Peterson said that the updates to the Ordinance would not apply to R-2 housing. Alderman Ludvigsen wanted to know why R-2 was being excluded. He also wanted to know what would stop a younger person from renting homes for parties. Director Peterson said that is exactly why the City wants the rentals to go through a registered operator to vet the renters.

Alderman Dash wanted to know what would happen if a renter did not go with a registered operator? Director Peterson said that they would then be in violation of the City Ordinance.

Alderman Morgan-Adams asked if the Ordinance would distinguish between people renting a few months and someone taking in a long-time renter? Director Peterson said that was a completely different situation – tenants are allowed, and the renter must register as a landlord. – **No action was taken.**

Public Works Director Roscoe – noted that American Underground is doing sewer televising.

- On Wednesday, January 11th there will be a bid process for City custodial services.

Police Chief Caponigro – said that the Pretrial Fairness Act is on hold. A hearing for the Act will be conducted in March, 2023. He said that the Safe-T Act is in place.

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$58,962.06
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$341.80
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$0.00
Solid Waste 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	\$0.00
Special Service Area #8 – Levee Wall #37	\$137.27
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$5,935.00
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$5,967.74
Parking Fund	\$447.05

Sanitary Sewer Fund	\$4,611.80
Road/Building Bond Escrow	\$0.00
Police Pension	\$0.00
TOTAL	\$76,402.72
<u>Wire Payments</u>	
12/30/2022 PAYROLL	\$174,037.42
ILLINOIS MUNICIPAL RETIREMENT FUND - DECEMBER	\$20,140.66
TOTAL WARRANT	\$270,580.80

City Clerk Prisiajniouk read the warrants.

Alderman Dash moved to approve the warrants as presented; seconded by Alderman Morgan-Adams to include a TOTAL of \$76,402.72; 12/30/2022 Payroll of \$174,037.42; ILLINOIS MUNICIPAL RETIREMENT FUND – DECEMBER of \$20,140.66; and a TOTAL WARRANT of \$270,580.80.

There was unanimous approval.

ROLL CALL VOTE: AYES - Dolick, Morgan-Adams, Cameron, Ludvigsen, Dash
 NAYS - None
 ABSENT - None

Motion carried 5 – 0.

PUBLIC COMMENT ON NON-AGENDA MATTERS (*Five Minute Time Limit*) – Jerry Simmons of 1010 E Clarendon – noted that as a River Trails Condo Assoc representative noted issues of crime and flood insurance increases. He said that because of a pipe that has not been installed, the area is still considered a flood zone.

He noted that there has been gunfire in the area, and the police have suggested a fence. He would like the City to consider that the landlords need to become more proactive. He would like to suggest that the City take away or fine landlords who do not keep up safety measures that have been prescribed by City codes. He also suggested a rewards system for landlords who are compliant.

Mr. Simmons commented on AirBnb’s saying that Fox lake is currently trying to “squash” those licenses, because they have caused issues.

He thanked the Police for the effort that they have made to ensure the safety on the east side of the City.

EXECUTIVE SESSION (No Items)

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 7:10PM, Alderman Dash moved to Adjourn; seconded by Alderman Cameron. There was unanimous approval.

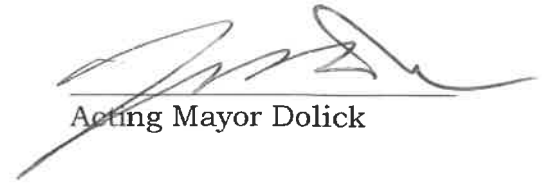
VOICE VOTE: All Ayes, No Nays.

Motion carried 5 – 0

Approved by the City Council of the City of Prospect Heights on this the 23rd day of January, 2023.



Deputy Clerk Schultheis



Acting Mayor Dolick

