

THE CITY COUNCIL REGULAR TELECONFERENCE MEETING
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, FEBRUARY 22, 2021 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL – At 6:31 PM, Mayor Helmer called to order the February 22, 2021 Regular Zoom Workshop Meeting of the City Council of Prospect Heights. Deputy Clerk Schultheis read the preamble to the Meeting.

Mayor Helmer called roll. A quorum was present.

ELECTED OFFICIALS IN ATTENDANCE: Mayor Helmer, Treasurer Tibbits, City Clerk Prisiajniouk P Aldermen – Cameron, Quinn, Morgan-Adams, Dash, Dolick

OTHER OFFICIALS IN ATTENDANCE – City Administrator Wade, Assistant City Administrator Falcone, Deputy Clerk Schultheis, Digital Communications Technician Colvin, Director of Building and Development Peterson, Director of Public Works Roscoe, Police Chief Zawlocki, Attorney Hess, Finance Director Graefen.

APPROVAL OF MINUTES

A.February 8, 2021 Workshop Teleconference Meeting Minutes

B.February 10, 2021 TIF Public Hearing Minutes – **Alderman Morgan-Adams moved for omnibus approval of February 8, 2021 Workshop Teleconference Meeting Minutes and February 10, 2021 TIF Public Hearing Minutes, as presented; seconded by Alderman Dolick. There was unanimous approval.**

ROLL CALL VOTE:

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

Motion carried 5 – 0

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A.Reappointment of Sharon Hoffman to the Police/Fire Commission Effective March 26, 2021 – Chairman Hoffman said that there had been progress made in the Police Department, and that there is more to do. **Alderman Dolick moved to approve the reappointment of Sharon Hoffman to the Fire/Police Commission effective March 26, 2021; seconded by Alderman Morgan-Adams. There was unanimous approval.**

ROLL CALL VOTE:

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

Motion carried 5 – 0

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

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A.Chicago Executive Airport Monthly Update Presented by Director Scott Saewert – No update was given.

B.Natural Resources Commission Presentation of Improved Access and Enjoyment Plan for the Slough – Commissioner Sievertson said that in 2018, the NRC submitted a plan to enhance the Slough and Hillcrest Lake and increase the trails. In 2020, the NRC received a ComEd/Green

Regions Grant for the creation of a pollinator park. the one remaining issue is the creation of a boardwalk system. It is needed to provide traffic to access portions of the Nature Trail. The plan calls for continuing the creation of buffers at the Slough and the Lake to stop erosion, stabilize the shoreline and absorb and filter storm runoff; removing invasives, creating a new mow path to the Lakes; creating a Boardwalk in the lough; installation of benches; and providing parking sections on Hillcrest Drive to reduce congestion on Willow Road.

The NRC has conducted three burns, and established nature trails to link east and west side. Trail markers have been installed. The Lake and Slough are winter destinations for residents.

The Green Regions grant was \$8000. The NRC created a pollinator park. The buffers retain water and create premium habitat for nature.

Volunteers in the summer planted 2622 semi-aquatic and prairie plants, and 50 aquatic plugs transplanted from Slough to Lake. Seeds were put in over the winter. Benches and signage will be added.

A raised Boardwalk will be put in areas of flooding. 400 linear feet of boardwalk are proposed. The system would rise up and down on the post. Boardwalk would be maintained by NRC. The project is being proposed as an Eagle Scout project the NRC is asking the City and the park District to contribute \$500.00 each. The NRC will contribute \$1000 and a donor has agreed to \$3000. ComEd will match that total.

Alderman Quinn asked if the Park District was supportive of the recommendation?

Commissioner Sievertson said they were supportive. They have sponsored an intern last year. And they funded another intern this next fiscal year.

Alderman Quinn said that the plan was "beautiful."

Commissioner said all the labor is volunteer, and the money should cover everything that is being proposed.

Alderman Morgan-Adams wanted to know if the Council could vote to approve.

Commissioner Sievertson said if ComEd does not grant the application, there is no expenditure unless it is pursued as an independent project. The NRC already has \$4000.

Alderman Quinn moved to approve the project; seconded by Alderman Morgan-Adams. There was unanimous approval.

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

Motion carried 5 – 0

C.January Treasurer's Report Presented by Finance Director Cheri Graefen – noted that the City is three-quarters through the fiscal year and 76% of our total revenue. This means that we are on target with our Budget. She added that sales tax, use tax and income tax are over 100%; however, vehicle stickers are down but should go up sharply in the next month.

Food and Beverage and hotel tax revenue. Hotel Tax is only 21% of budgeted.

The expenses have been conservative, and all department expenses are under budget.

She noted that the 21-22 Budget is being put together now.

Finance Director Graefen said that there was some good news from the state – it does not seem that the state will be as depressed as had been anticipated.

Alderman Cameron – Ward 1 – No report

Alderman Quinn – Ward 2 – said that there had been a power outage the previous week that affected 95 homes – she thanked the Police Department for their assistance and noted that the PD had offered shelter to anyone who needed a warming shelter.

- She also thanked Public Works Director Roscoe and Director Peterson for working with Illinois- American Water with a situation that is happening in Ward 2.

- Alderman Quinn thanked Code Enforcement Officer Porzycki for looking into some matters in Ward 2.

- Alderman Quinn thanked the City Administrator and Staff, and referenced a resident who needed clarification on the vehicle license forms that was addressed by the Staff.

Alderman Morgan-Adams – Ward 3 – Thanked Public Works for the great job they have done with snow removal.

- She also thanked Code Enforcement Officer Porzycki for help with certain issues in her Ward.

- She spoke to the City Administrator Joe Wade regarding residents' questions about the Willow Road project. She said that the MWRD has finalized the IGA assigning the scope of the project and responsibilities for the improvement project. It is hoped that the project will come to the Council in April, 2021. She said that with the purchase of the McLennon property, the City will have the proper storm water retention.

Alderman Dash – Ward 4 – No report.

Alderman Dolick – Ward 5 – No report.

City Clerk Prisiajouiuk – said that she had received an email from the Illinois Municipal League. The IGFOA will be hosting a webinar regarding the impact of COVID-19 on the hotel industry. There will also be information regarding how changes are being made in the industry and the way that local government could potentially assist the industry. She also said that Congress is considering legislation that would provide monetary relief regardless of size.

- The Rotary Club is looking for volunteers to work in the Covid-19 effort. The Rotary Club also has a fundraiser – the Classic 5000. They are looking for business sponsors.

Mayor Helmer reminded the Council and audience that the City has six hotels.

City Treasurer Tibbits – complimented Public Works for keeping the sidewalks clean.

- He also said that plows are destroying mailboxes on Rte 83 because they are going to fast down the streets and they now have bigger plow blades. These are state vehicles.

City Administrator Wade – no report.

Police Chief Zawlocki – said that there had been many accidents due to the snow.

- He noted that on Thursday, February 25 several of the Police will receive their second Vaccine; while on February 24 some officers will be getting their first vaccine.

Director of Building and Development Peterson – said that there was some interest in smaller retail spaces.

- There has been an uptick in interest in some of the vacant lots; specifically, 105 East Camp McDonald.

- He noted that the owner of Zen Leaf, Verano Holdings, has gone public on the Canadian Stock Exchange.

Public Works Director Roscoe- noted that at this time of year, some mailboxes are decorative or plastic or cedar posts not designed to handle the weight of the snow. Work with people to help keep their mailboxes intact.

- He said that when Public Works snowplows they attempt to minimize damage to mailboxes and the edge of the roadway. Public Works has to feel its way along the road to avoid mailboxes, because there are no curbs. He said that the Public Works has tried to conserve on salt and overtime hours. Thus far, there have been 870 overtime hours in snowplowing and 600 tons of salt. This is far more than last year.

- Illinois American is proposing a small project to put a water main on Mandel Avenue – which currently has well service. The official plan has not been submitted to the City yet, and Public Works is taking calls from residents regarding the process. It only is around 45-50 homes.

- Said that they are working with the Finance Director on their Budget.

Director Peterson said that this Illinois-American Water that is suggesting the project on Mandel, and not the City; it is Illinois-American Water that is responsible for the notifications to residents. There is a letter that allows affected residents to voluntarily go on their water system. If they

connect, they will need a permit from the City. There are safety precautions that need to be taken if a resident switches from a well to Illinois-American.

Director Roscoe said that later on this Spring, there should be more information.

Attorney Hess – said that the Governor signed into law the Criminal Justice Reform Bill. Body cameras will be required statewide by 2025. Monetary bail will be abolished. There are other details of the Bill that have been sent to the City Administrator.

Mayor Helmer – stated that the Public Library has been sponsoring passport renewals at City Hall on Saturdays. He said that the Library is staffing the passport renewals.

Assistant City Administrator Falcone – responded to inquiries that the City is getting regarding Covid 19 vaccinations. The City has no hand in distributing the vaccinations. It is controlled by Cook County. The County asked Assistant City Administrator Falcone to help assign Police Officers and public safety support personnel have the vaccinations. That all has to go through the County because of the limited supply. Residents have a better chance of getting the vaccinations on their own. He noted that the City is grateful for all the assistance that Cook County has provided in trying to work with the City.

CONSENT AGENDA -

A.Request for a Six Month Extension of Ordinance O-20-08 Special Use Permit for an Automobile Rental Facility, 871 E. Palatine Rd. Wheeling, IL - Avis Budget Car Rental, LLC

B.R-21-09 Staff Memo and Resolution Approving Illinois Elevator Safety Program Agreement – **Alderman Dolick moved for omnibus approval of Request for a Six Month Extension of Ordinance O-20-08 Special Use Permit for an Automobile Rental Facility, 871 E. Palatine Rd. Wheeling, IL - Avis Budget Car Rental, LLC and R-21-09 Staff Memo and Resolution Approving Illinois Elevator Safety Program Agreement; seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion carried 5 – 0

OLD BUSINESS - None

NEW BUSINESS - None

DISCUSSION TOPICS FOR NEXT WORKSHOP MEETING:

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$272,296.75
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$673.08
Tourism District	\$932.84
Development Fund	\$0.00

Drug Enforcement Agency Fund	\$16,890.00
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	\$1,272.96
Special Service Area #8 – Levee Wall #37	\$1,344.67
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$0.00
Palatine Road Tax Increment Financing District	\$673.08
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$34,564.24
Parking Fund	\$364.29
Sanitary Sewer Fund	\$11,382.88
<u>Road/Building Bond Escrow</u>	<u>\$2,280.00</u>
TOTAL	\$342,674.79
<u>Wire Payments</u>	\$176,253.47
2/11/2021 PAYROLL POSTING	<u>\$96,643.05</u>
2/17/2021 POLICE PENSION FUNDING	\$615,571.31
TOTAL WARRANT	\$615,571.31

City Clerk Prisiajniouk read the warrants.

Alderman Dolick moved to Approve the Warrants as presented; seconded by Alderman Quinn to include a TOTAL of \$342,674.79; 2/11/2021 PAYROLL POSTING of \$176,253.47; 2/17/2021 Police Pension Funding of \$96,643.05; and a TOTAL WARRANT of \$615,571.31. There was unanimous approval.

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

Motion carried 5 – 0

PUBLIC COMMENT ON NON-AGENDA MATTERS (Five Minute Time Limit) - None

EXECUTIVE SESSION - None

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 7:28 PM, Alderman Morgan-Adams moved to Adjourn; seconded by Alderman Dolick. There was unanimous approval.

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

Motion carried 5 – 0

Approved by the Prospect Heights City Council on this the 8th day of March. 2021.



Deputy Clerk Schultheis





Mayor Nicholas J. Helmer