



THE CITY COUNCIL MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, FEBRUARY 27, 2023 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL - At 6:30 PM, Acting Mayor Dolick called to order the Regular Prospect Heights City Council 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. A quorum was present.

ELECTED OFFICIALS PRESENT – Acting Mayor/Alderman Ward 5 Dolick, City Clerk Prisiajniouk, Treasurer Tibbits, Aldermen – dash, Ludvigsen, Morgan-Adams, Cameron

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

PLEDGE OF ALLEGIANCE - Led by Acting Mayor Dolick

APPROVAL OF MINUTES

A.February 13, 2023 City Council Regular Meeting Minutes – **Alderman Morgan-Adams moved to approve the February 13, 2023 City Council Regular Minutes as presented; seconded by Alderman Ludvigsen. There was unanimous approval.**

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

Motion was approved 5 - 0

PRESENTATION

A.City of Prospect Heights Water Quality and Compliance with National Pollution Discharge Elimination Standards Report by Mike Warner of Gewalt Hamilton Associates, Inc. – regarding a federal program for the storm sewer system based on the Clean Water Act of the 1970’s. the goal of the Act is to reduce pollution in the waterways. The IEPA gives the City six minimum pollution control measures. There is public education, internal City controls, compiling data and filling out paperwork in the annual report. There is also GIS information, providing a special database that allows City officials to locate pipes, check flow rates and identify potential blockages. The database also allows the City to catalogue surface water.

The IEPA permit is valid for five years. The City will have 180 days to comply.

B.Presentation of Prospect Heights School District 23 Referendum Information by Superintendent Donald Angelaccio – Superintendent Angelaccio and Assistant Superintendent of Finance & Operations Amy McPartlin discussed the District 23 referendum. It was noted that District 23 serves Prospect Heights, Mount Prospect, Wheeling, and Arlington Heights.

- Early Childhood/Kindergarten need more space

- Security upgrades
- Facility repair - much of the buildings are over 25 years-old
- support community needs, including sports and community events

It was noted that doors, windows and siding were in need of repair. Security doors around the perimeter of the school needed better locking and more cameras.

District 23 cannot serve 35% of the pre-K and Kindergarten students because of lack of room. Currently, the Library is being used for occupational therapy and Reading Support. Multi-purpose rooms are at their maximum utility.

Eight more classrooms and twelve more office spaces are needed. Another multi-purpose room is needed. There needs to be a dedicated space for speech, language, math, and reading support. Psychologists and social worker staff would be needed. The library space needs to be reclaimed.

There is also the need for an additional parking lot to separate the p/u and drop off areas from other uses for the parking lot.

If the referendum is passed on April 4, 2023; design will be completed in April/May, 2023; in Early 2024 the bidding process will begin for construction; in Spring, 2024 construction would begin; and Summer 2025 is the predicted completion.

More students will be brought in if the District can accommodate all the Pre-K and Kindergarten students (143 additional Pre-k and Kindergarten).

Amy McPartlin noted that the District's fund balances are at their lowest level, at about 30%. The referendum is not to add revenue but for necessities. There have been significant revenue delays from the County.

The projected budget need is \$24,000,000.00 (\$20 million from tax payer approved debt certificates and \$4 million from District issued DSEB (Debt Service Extension Based) bonds).

There is one referendum question – two purposes. Facility Improvement/Eisenhower addition and Ongoing operational costs. Estimated tax impact is \$41.02/\$1000 of taxes paid (or, about \$456 for a \$350,000 home).

The survey that they sent was split. Superintendent Angelaccio said that the residents have already received mailers. There is a tax impact calculator.

Alderman Morgan-Adams asked what was currently offered for Kindergarten, and how that will change.

Superintendent Angelaccio answered that there are two programs – one for special education or at-risk students there is full day kindergarten. They arrive at 8:30 AM and leave at 2:30 PM. The other students have a half day – they come in at 8:30 and leave at 11 AM. They still cover the same content as full day but very little PE and Art, and no lunch.

Alderman Morgan-Adams asked if the children are bussed to and from after care. Superintendent Angelaccio said that they currently get bussed to the Morava Center.

Alderman Morgan-Adams asked what was provided for pre-K. Superintendent Angelaccio said they partner with ECDEC that writes a grant from the state of Illinois, that may provide one section of a full day program. The other programs are ½ day for special education/at risk. That would change with the referendum to the full day and add kids that are not special needs. The not at risk students would pay a fee.

Alderman Ludvigsen asked about fee for service if it would be more expensive for a child in pre-k than if they were in a higher grade? Superintendent Angelaccio replied that the full day Kindergarten would be at no cost with the referendum, but Pre-K not at risk or special needs would require a fee.

Alderman Ludvigsen asked what was the percentage of Special Education? Superintendent Angelaccio said about 15% across the District.

Treasurer Tibbits said if the school increases its tax levies every year, why is maintenance of the buildings an issue? Superintendent Angelaccio the District spends about \$1 to \$1.5 million on repairs from the tax levies. But that money does not update all the repairs. There are many cost prohibitive repairs at this time.

Alderman Dash asked how long the bond would be? Asst. Superintendent McPartlin said that it would be 20 years.

Alderman Dash asked if tax dollars would be increased along with having the referendum revenue? Superintendent Angelaccio answered "no," that the school line item is in the current budget. Whatever is on the tax bill now would remain the same and the full \$24 request would go toward the referendum items, with \$20 million coming from the bond.

Alderman Ludvigsen said there's component that is permanent and a temporary bond portion. This is not just a temporary bond referendum.

Alderman Ludvigsen asked how there are two components. Superintendent Angelaccio replied that the question would need to be answered by Bond Counsel. He will ask for an update to be given to the Board.

C.Chicago Executive Airport Monthly Update Presented by Director Scott Saewert said that the CEA Budget will be presented to the City Council on April 10

- the audit has been completed
- the Staff is near the finalization of the Master drainage study update contract to insure compliance with MWRD
- Operations were up, but leveled off a bit
- Customs rate usage is up 37%
- Noise Contour maps are being updated – looking at a May meeting for the RSIP committee
- With the recent ice storms, the CEA remained open. No flight was refused.

Mayor Dolick asked about the change in dates of Rock the Runway. Director Saewert said that the Village of Wheeling had notified the CEA that the fireworks provider was not available for July 1, so the date was moved to June 24.

Mayor Dolick said that was the same date as the Block Party. He added that the CEA needed better communications with the City. Director Saewert said that he thought that the City had been informed.

City Administrator Wade confirmed that the City had never been informed of the change. He noted that the residents would not be able to go to both, so the change in dates presented a conflict for the City; as well as the fact that food trucks, volunteers and bands had already been arranged by the Park District for the 24th of June.

Director Saewert said that the change was made months ago.

Mayor Dolick noted that the City was not part of the decision to change the date, so it should have been communicated to the Staff and Council.

Alderman Cameron said that the CEA had discussed contributing to Run and Rock the Runway. Director Saewert said that the FAA limits what the CEA can do and what monies they can spend on events. The Airport cannot transfer funds.

City Administrator Wade said that payment would not be transferred to the City but to the bands, and that the City would continue to support the event with the Police and Public Works. Director Saewert said that he would ask the CEA Executive Director.

Mayor Dolick noted that the Prospect Heights' share of the costs of \$25000- \$30000 was a significant amount; and the City no longer gets any revenue from the Airport.

Director Saewert said that the Airport assumes supportive costs, too.

City Administrator Wade noted that the event offered a great deal of good public relations to the two communities and the airport.

D. Presentation of the Prospect Heights Fire Protection District Referendum Information by Fire Chief Drew Smith – Chief Smith said that a portion of the Comprehensive Plan involves capital expenditures. These expenditures cannot be made from the Budget.

He said that the Fire District was formed in 1944 as a volunteer organization. It is now all full time, salaried group.

He said that 90% of the funding comes from property taxes; and 85% of the budget is for personnel. The rest is ambulance billing revenue. The two sources of revenue are by law. Only one percent is from the cell towers.

The Fire District is asking for \$10 million in capital bonds. That will cost the owner of a \$300000 home about \$135 per year in additional taxes. That represents a 15% increase in what the Fire District currently collects.

Residents will receive a copy of the newsletter and a sample ballot. On March 16 at 7 PM there will be an Open House at the Fire Station.

The Fire District is trying to update the Fire Station and the fire apparatus to current standards. Over the last thirty years there has been a 500% increase in emergency calls. Two ambulances that are 16 years old need to be replaced. The lion's share of the current bond is to update the firehouse – our firehouse is about 10000 sqft which is about 40% the size of a suburban firehouse.

The firehouse lacks Americans with Disabilities compliance, private sleeping accommodations – it's a giant communal sleeping area. It is a bad situation health-wise and does not accommodate different genders.

He said in the 79-year history of the Fire District, this is only the third request for a bond. There was one in 1971 and another bond in 1991. He said that in the past, the Fire District has looked for ways to cut expenses, had layoffs in 2016, added part/time staff to save money, and has received \$2 million dollars in grants in 20 years.

APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS - None

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

CONSENT AGENDA - None

OLD BUSINESS

A.O-23-01 Staff Memo and Ordinance Amending Chapter 2 (Definitions) and Chapter 6 (Residential Districts) of Title 5 (Zoning) of the City Code Pertaining to Short-Term Rental Properties (**2nd Reading**) – **Alderman Morgan-Adams moved to approve O-23-01 Staff Memo and Ordinance**

Amending Chapter 2 (Definitions) and Chapter 6 (Residential Districts) of Title 5 (Zoning) of the City Code Pertaining to Short-Term Rental Properties (2nd Reading)

Discussion followed:

Director Peterson said that definitions have been added to the Ordinance to help impose and enforce penalties. He said that this was only a permitted use in the R-1 zoning, and that it was not allowed in multi-family housing.

Alderman Ludvigsen asked how this could be enforced if there were no licenses involved? Director Peterson said that Title 3, Chapter 7 has revocation rules, and there are stricter rules and penalties if there is an attempt to employ this use without Council approval.

Alderman Dash asked if the ordinance provided short term revocation while violations are being addressed. Director Peterson said that that can be addressed on the citation level. And if they do not address the issue, their license can be revoked.

Alderman Morgan-Adams asked how the City would know if the owner did not comply. Director Peterson that the City receives hotel/motel tax so we will know how is renting short term. There is only one short term renter currently.

Alderman Ludvigsen noted that the City will be able to go after violators quickly because there will be a citation system in place. Director Peterson noted that overall, the City has very issues with renters.

Alderman Peterson asked if this is handled like a liquor license violation? Attorney O'Driscoll replied that a non-compliant renter can be issued a citation every day until they comply. There would be a hearing, if a revocation was initiated.

Alderman Cameron asked if there would be an Administrative fee on top of the citation fee. Director Peterson replied that the person would be issued citations every day that they did not comply.

There was unanimous approval.

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

Motion was approved 5 - 0

B.O-23-04 Staff Memo and Ordinance Amending Title 3 (Health and Sanitation), Chapter 7 (Property Rental Code) of the City Code Pertaining to Short-Term Rental Properties (**2nd Reading**) – **Alderman Ludvigsen moved to approve O-23-04 Staff Memo and Ordinance Amending Title 3 (Health and Sanitation), Chapter 7 (Property Rental Code) of the City Code Pertaining to Short-Term Rental Properties (2nd Reading); seconded by Alderman Morgan-Adams. There was unanimous approval.**

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

Motion was approved 5 - 0

NEW BUSINESS

A.O-23-05 Liquor License Request and Ordinance Increasing the Number of C-3 Liquor Licenses from 3 to 4 (*Monday through Thursday and Sunday from 8:00am to 12midnight; and Friday and Saturday from 8:00am to 1:00 am*) for Eggcellence Café, 1279 N Rand Road, (**1st Reading**) – Owner Vanessa Jimenez was in the audience to answer any questions from the Council. She said that her

hours of operation are from 6 AM - 3 PM. The C-3 license will allow her to serve Brunch on Sundays. This is a beer and wine license only.

Alderman Dash noted that the licenses hours would allow the proprietor to sell alcohol after they are closed.

Director Peterson said that the owner would be able to expand her hours in accordance with the limitations of the license.

Alderman Ludvigsen said that there are other locations in the near vicinity that have longer hours of operation.

First Read. No action taken.

STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS

A.January Financial Report Presented by Nate Giacalone- said that nine months into the fiscal year the City is 83% of budget for revenues and 85% of budget for expenses. Alderman Ludvigsen said that the expenses were so high because of a timing issue due to capital fund payments.

Police Captain Caponigro – said that there is an event with Wheeling and Prospect Heights on March 7 from 11 AM to 2 PM “Let’s Taco About it” – it is a chance to talk to Police officers and there will be free tacos from La Rositas.

APPROVAL OF WARRANTS

A.Approval of Expenditures

General Fund	\$0.00
Motor Fuel Tax Fund	\$66,225.41
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$282.03
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$495.00
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	\$308.27
Special Service Area #8 – Levee Wall #37	\$0.00
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$28,075.48
Palatine Road Tax Increment Financing District	\$910.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$6,988.65
Parking Fund	\$824.36
Sanitary Sewer Fund	\$12,795.35
Road/Building Bond Escrow	\$0.00
Police Pension	\$0.00
TOTAL	\$116,904.55
Wire Payments	
02/10/2023 PAYROLL	\$168,353.47
TOTAL WARRANT	

\$285,258.02

City Clerk Prisiajniouk read the warrants.

Alderman Dash moved to approve the warrants as presented; seconded by Alderman Ludvigsen to include a TOTAL of \$116,904.55, 2/10/2023 Payroll of \$168,353.47, and a TOTAL WARRANT of \$285,258.02. There was unanimous approval.

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

Motion was approved 5 - 0

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

EXECUTIVE SESSION (No Items) - None

ADJOURNMENT - At 8:05 PM, 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 Prospect Heights City Council on this the 13th day of March, 2023.



Deputy Clerk Schultheis



Acting Mayor Dolick