

THE CITY COUNCIL WORKSHOP TELECONFERENCE MEETING
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
ON MONDAY, APRIL 12, 2021 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL – Mayor Helmer called to order the April 12, 2021 City Council Regular Zoom Workshop Meeting. Deputy Clerk Schultheis read the preamble to the Meeting. Mayor Helmer called the Roll. A quorum was present

ELECTED OFFICIALS PRESENT – Mayor Helmer, City Clerk Prisiajniouk Aldermen – Cameron, Quinn, Morgan-Adams, Dolick

ABSENT – Alderman Dash (by previous notification), Treasurer Tibbits (by previous notification)

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

APPROVAL OF MINUTES

A.March 22, 2021 City Council Regular Teleconference Meeting Minutes

B.March 23, 2021 Prospect Pointe/Muir Park TIF Public Hearing Minutes – **Alderman Morgan-Adams moved for omnibus approval of the March 22, 2021 City Council Regular Teleconference Meeting Minutes as amended; and March 23, 2021 Prospect Pointe/Muir Park TIF Public Hearing Minutes seconded by Alderman Dolick.**

ROLL CALL VOTE:

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

Motion carried 4 – 0, one absent

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A.Arbor Day Proclamation – to commemorate Arbor Day on April 30, 2021

B.Proclamation Designating the Month of April as Sikh Awareness Month – **Alderman Quinn moved for omnibus approval of Arbor Day Proclamation – to commemorate Arbor Day on April 30, 2021 and Proclamation Designating the Month of April as Sikh Awareness Month; seconded by Alderman Morgan-Adams.**

ROLL CALL VOTE:

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

Motion carried 4 – 0, one absent

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

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A.FY2021-22 Chicago Executive Airport Budget Presentation by Jason Griffin – Executive Director Abbott said that FY 22 goals are to maintain airport financial self-sufficiency, plan for current and future capital costs and provide resource to be the best General Aviation airport in the country.

Director of Finance Jason Griffith said that after the Reserve Fund transfers the FY22 net income is \$30,250

- FY22 Budgeted revenues are \$5,117,158 (an 11.55% increase from FY21).

- He noted that rain is coming, and asked residents to maintain ditches and culverts.

Deputy Clerk Schultheis – reminded the Staff and elected officials to complete their Statement of Economic Interest before the May deadline.

Alderman Cameron – Ward 1 – reminded everyone that it is tax time, and that the IRS and State have extended the tax filing deadline to May 17.

Alderman Quinn – Ward 2 – wished everyone a Happy Ramadan.

Alderman Morgan-Adams – Ward 3 – congratulated Danielle Dash on her election victory as the alderman of Ward 4. Mayor Helmer noted that the Danielle Dash will be sworn in as Alderman at the May 10th meeting.

Alderman Dolick – Ward 5 – there is a construction project along the east side of Quincy Park that extends into Old Willow Road. It is an Illinois American project, and there is a lot of construction equipment that is producing water and mud. Use caution when approaching. Mayor Helmer said that Directors Peterson and Roscoe, and Alderman Dolick should go and look at this project and determine if it is dangerous.

City Clerk Prisiajniouk – said that the Wheeling Chamber has been resurrected. They have a new Board, President and VP. Nothing has changed as far as adding Prospect Heights back to the name. She noted that the Chamber will be a Workshop topic. She said that Prospect Heights has not been ousted but that the name has not been changed to add Prospect Heights back in.

CONSENT AGENDA -

A.O-21-07 Staff Memo and Ordinance Establishing Water Rates for FY2021-22 (*2nd Reading*)

B.R-21-14 Memo and Resolution Approving the FY2021 Budget for Chicago Executive Airport – **Alderman Dolick moved for omnibus approval of O-21-07 Staff Memo and Ordinance Establishing Water Rates for FY2021-22 (2nd Reading) and R-21-14 Memo and Resolution Approving the FY2021 Budget for Chicago Executive Airport; seconded by Alderman Cameron.**

ROLL CALL VOTE:

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

Motion carried 4 – 0, one absent

OLD BUSINESS - None

NEW BUSINESS

A.R-21-15 Resolution of the City Council Authorizing the Execution of an Intergovernmental Agreement Between the City of Prospect Heights, Prospect Heights School District No. 23, and Township High School District No. 214 Regarding the Prospect Pointe/Muir Park Tax Increment Financing District – City Administrator Wade noted that this agreement is not regarding approval of the TIF. This is to help provide school impact assistance. The agreement provides for 40% of the increment to be distributed to District 214 and 23. There is also an \$81,000 income fee. There must be money in the plan to improve the sidewalk and the water.

Alderman Dolick moved to approve R-21-15 Resolution of the City Council Authorizing the Execution of an Intergovernmental Agreement Between the City of Prospect Heights, Prospect Heights School District No. 23, and Township High School District No. 214 Regarding the Prospect Pointe/Muir Park Tax Increment Financing District; seconded by Alderman Morgan-Adams.

ROLL CALL VOTE: AYES - Cameron, Dolick, Morgan-Adams
NAYS - Quinn
ABSENT - Dash

Motion carried 3 - 1, one absent

City Administrator Wade thanked the school districts and their attorney for their part in finding a mutually beneficial approach.

B. Requested Waiver of 1st Reading O-21-08 Staff Memo and Ordinance Approving Annual Official Zoning Map of the City of Prospect Heights (*1st Reading*) – **Alderman Morgan-Adams moved to waive first Reading of O-21-08 Staff Memo and Ordinance Approving Annual Official Zoning Map of the City of Prospect Heights; seconded by Alderman Quinn.**

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

Motion carried 4 – 0, one absent

C.O-21-08 Staff Memo and Ordinance Approving Annual Official Zoning Map of the City of Prospect Heights (*2nd Reading*) – **Alderman Dolick moved to approve O-21-08 Staff Memo and Ordinance Approving Annual Official Zoning Map of the City of Prospect Heights; seconded by Alderman Cameron.**

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

Motion carried 4 – 0, one absent

D. Requested Waiver of 1st Reading O-21-09 Staff Memo and Ordinance Approving Variance at 305 Lancaster (*1st Reading*) – **Alderman Morgan-Adams moved to waive first reading of O-21-09 Staff Memo and Ordinance Approving Variance at 305 Lancaster; seconded by Alderman Quinn.**

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

Motion carried 4 – 0, one absent

E. O-21-09 Staff Memo and Ordinance Approving Variance at 305 Lancaster (*2nd Reading*) – **Alderman Quinn moved to approve O-21-09 Staff Memo and Ordinance Approving Variance at 305 Lancaster; seconded by Alderman Cameron.**

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

Motion carried 4 – 0, one absent

F. Requested Waiver of 1st Reading O-21-10 Staff Memo and Ordinance Directing the Sale of a 2007 Lexus RX350 as Surplus Property (*1st Reading*) – **Alderman Dolick moved to waive first reading of O-21-10 Staff Memo and Ordinance directing the Sale of a 2007 Lexus RX350 as Surplus; seconded by Alderman Quinn.**

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

Motion carried 4 – 0, one absent

G.O-21-10 Staff Memo and Ordinance Directing the Sale of a 2007 Lexus RX350 as Surplus Property (*2nd Reading*) – **Alderman Morgan-Adams moved to Approve O-21-10 Staff Memo and Ordinance of the sale of a 2007 Lexus RX350 as surplus; seconded by Alderman Quinn.**

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

Motion carried 4 – 0, one absent

H. Requested Waiver of 1st Reading O-21-11 Staff Memo and Ordinance Directing the Sale of Unneeded Equipment as Surplus Property (*1st Reading*) – **Alderman Quinn moved to waive first reading of O-21-11 Staff Memo and Ordinance Directing the sale of Unneeded Equipment as Surplus property; seconded by Alderman Morgan-Adams.**

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

Motion carried 4 – 0, one absent

I. O-21-11 Staff Memo and Ordinance Directing the Sale of Unneeded Equipment as Surplus Property (*2nd Reading*) – **Alderman Dolick moved to approve O-21-11 Staff Memo and Ordinance Directing the Sale of Unneeded Equipment as Surplus Property; seconded by Alderman Morgan-Adams.**

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

Motion carried 4 – 0, one absent

J. O-21-12 Staff Memo and Ordinance Amending Title 1 of City Code and Adopting the Pay Plan (Compensation of Officers, Employee Salaries and Pay Plan) (*1st Reading*) – City Administrator Wade said that there was a 2% increase for the non-collective bargaining employees.

K.O-21-13 Staff Memo and Ordinance Adopting the FY2021-22 Budget for the City of Prospect Heights (*1st Reading*) – City Administrator Wade said that there will be a public hearing before the April 26, 2021 City Council meeting.

DISCUSSION TOPICS FOR THIS MEETING:

- At the May 10 Workshop Meeting, the topic of the Chamber of Commerce will be discussed.

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$70,359.51
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$1,119.20
Development Fund	\$0.00

Drug Enforcement Agency Fund	\$1,775.00
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	\$257.10
Special Service Area #8 – Levee Wall #37	\$158.00
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$168,144.11
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$4,274.35
Parking Fund	\$646.08
Sanitary Sewer Fund	\$119,382.02
<u>Road/Building Bond Escrow</u>	<u>\$0.00</u>
TOTAL	\$366,115.37
<u>Wire Payments</u>	
3/26/2021 PAYROLL POSTING	\$152,509.80
3/18/2021 POLICE PENSION FUNDING	\$83,103.34
MARCH ILLINOIS MUNICIPAL RETIREMENT FUND	<u>\$23,351.75</u>
TOTAL WARRANT	\$625,080.26

City Clerk Prisiajouiouk read the warrants.

Alderman Dolick moved to approve the warrants as read; seconded by Alderman Morgan-Adams to include a TOTAL of \$366,115.37; 3/26/2021 PAYROLL POSTING of \$152,509.80;

3/18/2021 Police Pension Funding of \$83,103.34; March Illinois Municipal Retirement Fund of \$23,351.75; and a TOTAL WARRANT of \$625,080.26.

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

Motion carried 4 – 0, one absent

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

EXECUTIVE SESSION - None

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

ADJOURNMENT – At 7:39 PM, Alderman Dolick moved to Adjourn; seconded by Alderman Morgan-Adams.

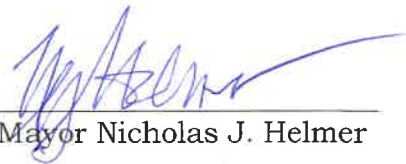
ROLL CALL VOTE: AYES - Dolick, Morgan-Adams, Quinn, Cameron
NAYS - None
ABSENT - Dash

Motion carried 4 – 0, one absent

Approved by the City Council of Prospect Heights on this the 26th day of April, 2021.



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

