

THE CITY COUNCIL REGULAR TELECONFERENCE MEETING
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, JUNE 28, 2021 AT 6:30 P.M.

CALL TO ORDER AND ROLL CALL – At 6:30 PM, Mayor Helmer called to order the June 28, 2021 Regular Zoom City Council Meeting. Deputy Clerk Schultheis read the preamble to the Meeting. City Clerk Prisiajniouk called the roll. A quorum was present.

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

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

APPROVAL OF MINUTES

A. June 14, 2021 Workshop Teleconference Meeting Minutes

B. May 10, 2021 Workshop Teleconference Executive Session Minutes (*but not for public release*)

C. May 24, 2021 City Council Teleconference Executive Session Minutes (*but not for public release*)

Alderman Dolick moved for omnibus approval of June 14, 2021 Workshop Teleconference Meeting Minutes; May 10, 2021 Workshop Teleconference Executive Session Minutes (*but not for public release*); and May 24, 2021 City Council Teleconference Executive Session Minutes (*but not for public release*); seconded by Alderman Quinn. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5 - 0

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS - None

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 Kiefer – Director Kiefer said that the Airport was in good fiscal condition. He said that revenue was over budget, expenses were under budget; operations were up 25% over last month and fuel was up 10% over last month.

- He noted that the Airport had chosen a Public Relations Firm – Serafin and Association and a Human Resources company GOVHR

- The Airport will be participating on the Independence Day parade on July 3

- the Airport will be participating in the Dollars for Scholars Golf Outing on August 16

- the Airport will be hosting the Run and Rock the Runway Event on August 21

- the Airport-Wheeling-Prospect Heights Joint Meeting will be held on September 22

- The Customs Building Ribbon Cutting is scheduled for September 23

B. May Treasurer’s Report Presented, by Finance Director Cheri Graefen – Finance Director Graefen said that the revenue/expenditures activity has been consistent with expectations. She said that the City is “Cautiously off to a good start.”

Mayor Helmer asked about the economic incentive agreement with Tony's Finer Foods that started with Ultra Foods and now continued through Tony's Finer Foods.

Finance Director Graefen said that the sales tax rebate incentive is in the 8th year of 15. The rebate is now 55% for a total of \$672,000 of the \$1,000,050 collected. In the year 2028, the rebate will be down to 13%.

Mayor Helmer noted that the sales tax rebate program is working, as nothing comes out of the City coffers. He added that the shopping center is now 90% occupied.

Report by the Ad Hoc City Council Committee to Review Live Council Meetings, Teleconference Meetings – City Administrator Wade introduced the Committee. Chairman of the Ad Hoc Committee Morgan-Adams gave a recap of the recommendations. She noted that Governor Pritzker had made his last extension of the Emergency Executive Order, which is set to expire on July 24. She noted that there will only be one more possible Zoom Meeting – July 12 Workshop, and then the Meetings will need to be in person.

She said that it was the suggestion of the Committee that there be a ten-person dais – the Aldermen, the City Attorney, the Mayor, City Administrator, the City Clerk and the City Deputy Clerk. This would be instead of an 18-person dais. Those seated would be 3 ½ feet apart. It was noted that all Council and Staff members are fully vaccinated.

The other Staff and officials would be at tables below the dais, facing the audience.

The audience would be on the honor system – not having to wear masks if vaccinated, and having to wear masks if not vaccinated. The City will not be checking vaccination records. She added that there would be no Zoom or pre-registration forced on citizens wishing to attend or speak.

She said that the City had suggested 20 audience members, maximum. She said that if there were numbers greater than 20 at the meeting, they would have to wait outside the room in the hallway and will be able to see the meeting on screens.

Chairman Morgan-Adams said that there are no other viable venues for the meetings. She said that the airflow of the room was not an issue as the City's ventilation was up to code. She said that the City was willing to buy some air purifiers for Chambers – about 5 or 6, adding that they would cost about \$100 each. The City, she said, did not require an engineering study.

City Administrator Wade said that Director Peterson had said that the ventilation systems comply, and were built for a no-window building. No windows were built to stave off possible arson attempts. So, the airflow in the facility has to be of a higher quality to comply because there are no windows.

City Administrator Wade told the Council that the Staff had been in City Hall every day since COVID had started. He said that there were a few covid cases, but they were isolated and did not spread through the building.

Attorney O'Driscoll said that the City can continue to require everyone wearing masks or no one wearing masks. The City is allowed to have more stringent rules than the CDC, however, there he reservations about requiring proof of vaccination.

Mayor Helmer asked the Attorney if the City could follow the policy that the Committee had just proposed, and the Attorney answered "yes."

Alderman Quinn asked if it was discriminatory that the City was eliminating residents from the chambers? She noted that there would not be a lot of space for attendees. She also wanted to know how the City would accommodate handicapped attendees.

Attorney O'Driscoll replied that there could be an overflow room. City Administrator Wade said the overflow room would be the hallway. Committee Chairman Morgan-Adams said that the small conference room and the hallway could be used for overflow.

Alderman Quinn replied that that would constitute a fire hazard.

Committee Representative Dolick said that the room capacity was actually 95, and that the Committee was suggesting 20 attendees.

Alderman Quinn said that the 95 capacity was pre-Covid. She did not feel it was safe to put residents in the hallway, and said that it would also block the staircase in an emergency,

Chairman Morgan-Adams stated that there were rarely many people at the meetings, and when there would be a meeting where a crowd was expected, the City could plan for that.

The Mayor asked that the plan be written up.

Treasurer Tibbits said that if there were ten people on the dais, separated by three feet, another microphone would have to be set up.

He asked if it was legal for the City to have Zoom access to accommodate the public after the Governor's mandate ends. Attorney O'Driscoll said that the public could still participate through Zoom.

Committee Representative Dolick asked the Attorney if they could communicate without violating the Open Meeting Act. Attorney O'Driscoll said not until the Mayor dissolved the Committee in writing.

Chairman Morgan-Adams asked if notes could be sent via the City Administrator, and the Attorney said the City Attorney should funnel all responses to notes.

It was noted that the response of the Committee and the City needed to be on the July 12th Agenda as the Governor's Order would expire before the July 26th Meeting.

Mayor Helmer asked for an update from the Ad Hoc Chamber Committee.

City Clerk Prisiajniouk said that it was not on the Agenda. Alderman Quinn noted that the Ad Hoc Meeting was not until July 15.

There was discussion regarding whether or not the Council could meet remotely. Attorney O'Driscoll said that once the Governor's order expired, the elected officials would need to meet in person unless they qualified to meet remotely for certain reasons only.

City Clerk Prisiajniouk asked if only vaccinated attendees would be allowed. Chairman Morgan-Adams said that it will be based on the honor system.

Treasurer Tibbits Asked the Attorney how he would define "hybrid," because the Open Meetings Act only applies to elected officials not Staff and public. Attorney O'Driscoll disagreed that the public was not part of the Open Meeting Act. He also stated that members of Council must attend in person unless because of illness, employment commitments or an emergency. If the Council wants to the public to attend remotely or in-person they can, but they cannot bar the public.

Alderman Quinn- Ward 2 – welcomed the new residents in her Ward. She also said that there will be a new childcare center in her ward.

Treasurer Tibbits – the current meeting is being broadcast live on PHTV

City Administrator Wade – said that there will be a pop-up clinic on July 11 at Willow Trails. It is open to all and run by Osco.

Police Chief Zawlocki – New Officer recruit Victor Castillo is at the Police Academy for 22 weeks.

-PD will have a shooting simulator at the station.

-The Youth Outreach program will sponsor a day at the Wheeling Aquatic center on July 1.

-there are currently 40 applicants for the July 17 Police Exam

Director of Building and Development Peterson – asked residents to remember to keep their yards compliant with City Codes. He told the audience to contact Code Enforcement Agent Porzycki if there were any questions.

-he has received permits for a silver/gold exchange from Pabcor

-Director Peterson said that there is interest in the empty Ruffolo space

-Director Peterson said that a manufacturing company is looking to occupy 75000sqft of the Conor Commercial Building. The new company will be at the July 22 PZBA meeting.

Public Works Director Roscoe – noted that Public Works will have six vehicles in the Independence Day Parade

-In the recent rain storms, because the Des Plaines River had been so low, there was not flooding. The cause of flooding at Lancaster/Royal Court were impacted because of debris that had caused blockage. Public Works corrected the situation.

Alderman Dash noted that the flooding on Royal Court impacted the area for hours, and wondered if any homes had been flooded. Director Roscoe said that the water did not get into any homes.

Deputy Clerk Schultheis – thanked Staff, the Police Department, the Prospect Heights Park District and Public Works for rallying to put the parade together so quickly. She mentioned that the Grand Marshal this year is US Congressman Brad Schneider.

CONSENT AGENDA - None

OLD BUSINESS - None

NEW BUSINESS

A.O-21-03 Staff Memo and Ordinance Approving a Redevelopment Plan for the Prospect Pointe/Muir Park Redevelopment Area Plan and Project Within the City of Prospect Heights, Cook County, Illinois (**1st Reading**)

B.O-21-04 Staff Memo and Ordinance of the City of Prospect Heights Designating the Prospect Pointe/Muir Park Project Area as a Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act (**1st Reading**)

C.O-21-05 Staff Memo and Ordinance Adopting Tax Increment Allocation Financing for the Prospect Pointe/Muir Park Redevelopment Area Within the City of Prospect Heights, Cook County, Illinois (**1st Reading**)

City Administrator Wade noted that the representatives from Lexington Homes were online. He detailed the background of the TIF discussion and compliance with the TIF timeframes, having met all of the TIF Act requirements and Public Hearings.

Attorney O'Driscoll asked if there were members of the public that wished to comment. – there were no comments.

First Reading. No action taken regarding the three Ordinances.

D.R-21-22 Staff Memo and Resolution Authorizing a Civil Engineering Servicers Agreement with Gewalt Hamilton Associates, Inc., for Phase II Design Engineering Services for a Sidewalk on Wolf Road from Palatine Road to Old Willow Road – City Administrator Wade stated that the City has gotten grant money for this project from Invest in Illinois and IDOT. He noted that this project is one of the written goals of the Comprehensive Plan.

Alderman Dolick moved to Approve R-21-22 Staff Memo and Resolution Authorizing a Civil Engineering Servicers Agreement with Gewalt Hamilton Associates, Inc., for Phase II Design Engineering Services for a Sidewalk on Wolf Road from Palatine Road to Old Willow Road; seconded by Alderman Quinn. There was unanimous approval.

ROLL CALL VOTE:

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

Motion carried 5 – 0

Alderman Dolick noted that this area was used by pedestrians and cyclists frequently. He added that it was important to the safety of the residents.

City Administrator Wade noted that engineering and permitting will be needed, and IDOT drainage testing. He did not expect the project to start until 2023.

DISCUSSION TOPICS FOR NEXT WORKSHOP MEETING:

A. Greater Wheeling Area Chamber of Commerce & Industry (*Date to be Determined*) – City Clerk Prisiajniouk said that the Ad Hoc Chamber Committee Meeting will be held on July 15 at 8 AM

APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$83,755.11
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$29,762.28
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$888.50
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	\$35.10
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$8,114.00
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$25,204.80

Parking Fund	\$253.35
Sanitary Sewer Fund	\$3,384.88
Road/Building Bond Escrow	\$0.00
TOTAL	\$151,398.02
<u>Wire Payments</u>	
06/17/2021 POLICE PENSION FUNDING	\$84,352.79
06/18/2021 PAYROLL	\$170,036.63
TOTAL WARRANT	\$405,787.44

City Clerk Prisiajouiok read the warrant.

Alderman Morgan-Adams moved to approve the Warrants as presented; seconded by Alderman Dolick to include TOTAL of \$151,398.02; 6/17/2021 Police Pension Funding of \$84,352.79; 6/18/2021 Payroll of \$170,036.63 and Total Warrant of \$405,787.44. There was unanimous approval.

ROLL CALL VOTE: AYES - Dash, Dolick, 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 7:40 PM, Alderman Dolick moved to Adjourn; seconded by Alderman Quinn. There was unanimous approval.

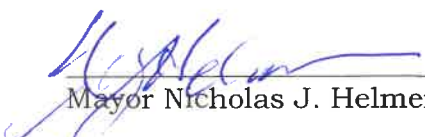
ROLL CALL VOTE: AYES - Morgan-Adams, Dolick, Quinn; Cameron, Dash
 NAYS - None
 ABSENT - None

Motion carried 5 - 0

Approved by the City Council of Prospect Heights on this the 12th day of July, 2021.


 Deputy Clerk Schultheis




 Mayor Nicholas J. Helmer