



THE REGULAR WORKSHOP MEETING MINUTES
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
HELD ON MONDAY, APRIL 8, 2019 AT 6:30 P.M.

**IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL,
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR NICHOLAS J. HELMER PRESIDING**

CALL TO ORDER – At 6:33 PM, Mayor Nicholas J. Helmer called to order the Regular Workshop Meeting of the City Council of Prospect Heights at 8 N Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL FOR QUORUM – City Clerk Morgan-Adams called roll. There was a quorum present.

ELECTED OFFICIALS PRESENT – Mayor Helmer, City Clerk Morgan-Adams, Treasurer Tibbits, Aldermen – Williamson, Rosenthal, Dolick, Ludvigsen

OTHER OFFICIALS PRESENT – City Administrator Wade, Assistant to the City Administrator Falcone, Police Chief Zawlocki (entered the meeting at 6:40 PM), Deputy Clerk Schultheis, Finance Director DuCharme, Director of Building and Development Peterson, Public Works Superintendent Roscoe, Attorney Kearney, and Digital Communications technician Colvin.

PLEDGE OF ALLEGIANCE - Audience Participation led by Alderman Williamson

APPROVAL OF MINUTES

A. March 25, 2019 City Council Regular Meeting Minutes – Alderman Williamson moved to approve the March 25, 2019 City Council Regular Meeting Minutes; seconded by Alderman Rosenthal.

ROLL CALL VOTE:

AYES -	Rosenthal, Dolick, Ludvigsen, Williamson
NAYS -	None
ABSENT -	None

motion carried 4 - 0

PRESENTATION - None

Capital Improvements	\$42,922.36
Palatine Road Tax Increment Financing	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$3,148.75
Parking Fund	\$1,171.94
Sanitary Sewer Fund	\$83,521.99
Road/Building Bond Escrow	<u>\$1,422.00</u>
TOTAL	\$270,284.19
<u>Wire Payments</u>	
3/29/2019 PAYROLL POSTING	\$143,074.46
TOTAL WARRANT	<u>\$413,358.65</u>

Alderman Dolick moved to Approve the warrants as presented; seconded by Alderman Williamson including a TOTAL of \$270,284.19; 3/29/2019 for \$143,074.46; and TOTAL WARRANT of \$413,358.65.

ROLL CALL VOTE: AYES - Rosenthal, Dolick, Ludvigsen, Williamson
 NAYS - None
 ABSENT - None

motion carried 4 - 0

PUBLIC COMMENTS (Non-agenda matters) - None

EXECUTIVE SESSION – Sale of City Owned Property

ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED - None

ADJOURNMENT – At 6:50 PM, Alderman Rosenthal moved to Adjourn Open Session and go into Closed Session to discuss Sale of City-owned property; seconded by Alderman Dolick.

ROLL CALL VOTE: AYES - Rosenthal, Dolick, Ludvigsen, Williamson
 NAYS - None
 ABSENT - None

motion carried 4 - 0

APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS

A. Proclamation Celebrating Friday, April 26, 2019 as Arbor Day in the City of Prospect Heights - City Clerk Morgan-Adams read the Proclamation. The consensus of the City Council was to approve the proclamation unanimously.

PUBLIC CONCERNS AND COMMENTS (agenda matters) - None

STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS -

City Clerk Morgan-Adams – reminded the audience and the Council regarding the Mayor’s Community Breakfast on April 13 at 8:30 AM.

She also noted that May 6th – there would be a Special Meeting to swear in all of the elected officials.

She asked to have the May 27, 2019 Monday meeting changed to Tuesday, May 28th so that it does not interfere with the Memorial Day holiday. **The consensus of the Board was to change the date of the meeting to Tuesday, May 28th.**

DISCUSSION TOPICS FOR WORKSHOP MEETING: - The Budget continues to be the discussion topic.

CONSENT AGENDA -

A. R-19-07 Staff Memo and Resolution Authorizing a Three Year Contract with Administrative Consulting Specialists, LLC for Grant Consultation and Writing Services

B. O-19-08 Staff Memo and Ordinance Directing the Sale of Surplus Property – 1997 Ford F250 pick-up with snow plow –VIN 3FTHF26H6VMA50061 (**2nd Reading**)

C. R-19-08 Staff Memo and Resolution Authorizing Illinois Department of Transportation and its Contractors to Conduct Nighttime Construction Work for Rand and Palatine Roads –

Alderman Dolick moved for omnibus approval of R-19-07 Resolution Authorizing a Three Year Contract with Administrative Consulting Specialists, LLC for Grant Consultation and Writing Services; -19-08 Ordinance Directing the Sale of Surplus Property – 1997 Ford F250 pick-up with snow plow –VIN 3FTHF26H6VMA50061; and R-19-08 Resolution Authorizing Illinois Department of Transportation and its Contractors to Conduct Nighttime Construction Work for Rand and Palatine Roads; seconded by Alderman Williamson.

ROLL CALL VOTE:

AYES -	Rosenthal, Dolick, Ludvigsen, Williamson
NAYS -	None
ABSENT -	None

motion carried 4 - 0

There was a question as to whether lanes would be shut down at night or during the day. City Administrator Wade said that Palatine Road would have lane disruption from 8 PM – 5 AM for resurfacing. When asked if there was a different hourly rate for nighttime work, City Administrator Wade answered that there was an additional cost for nighttime work, which was approved by IDOT.

OLD BUSINESS - None

NEW BUSINESS

A. O-19-09 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**)

B. O-19-10 Staff Memo and Ordinance Adopting the FY2019-20 Budget for the City of Prospect Heights (**1st Reading**)

C. O-19-11 Staff Memo and Ordinance Establishing Water Rates for FY2019-20 (**1st Reading**) – It was noted by the Finance Director that these rates represent a 1.8% increase.

D. O-19-12 Staff Memo and Ordinance Approving the Official Zoning Map for the City of Prospect Heights (**1st Reading**) – It was noted by Director of Building and Development Peterson said that the changes were in regards to corrections in the key; but that the content is the same.

APPROVAL OF WARRANTS

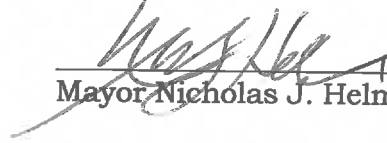
A. Approval of Expenditures

General Fund	\$106,369.56
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$4,241.80
Tourism District	\$0.00
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$0.00
Solid Waste Fund	\$27,324.27
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	\$161.52
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

Approved on this the 22nd day of April, 2019 by the City Council of Prospect Heights.



City Clerk Morgan-Adams
(Deputy Clerk Schultheis)



Mayor Nicholas J. Helmer

