



Prospect
Heights

CITY COUNCIL REGULAR MEETING

AGENDA

November 13, 2012

6:30 p.m.

City Hall

Prospect Heights, IL 60070

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE – Alderman Williamson**
- IV. INVOCATION – Reverend Thomas Kim – Korean Central United Methodist Church**
- V. PRESENTATIONS**
 - A. Chicago Executive Airport FY 2012 Audit Report.
- VI. CLOSED SESSION**
- VII. RESIDENTS COMMENTS (Agenda Matters)**
- VIII. STAFF AND ELECTED OFFICIALS REPORTS**
 - City Administrator - Anne Marrin
 - City Engineer/Public Works Director - Jim Johnson
 - Director, Building & Zoning - Steve Skiber
 - Deputy City Clerk - Robert Sabo
 - City Treasurer - Rich Tibbits
 - City Clerk - Stacey Adamson
 - Aldermen**
 - John Styler
 - Pat Ludvigsen
 - Scott Williamson
 - Bree Higgins
 - Luis Mendez
 - Mayor - Nicholas J. Helmer**
- IX. ADOPTION OF CONSENT AGENDA - All items listed on the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless an Alderman or citizen so requests, in which event the item will be removed from the general order of business and considered under the Approval of Exceptions.**

B. Approval of Minutes, Regular City Council Meeting, October 22, 2012.

X. APPROVAL OF EXCEPTIONS

XI. APPROVAL OF CONTRACTS

- C. Approval of a Contract with Baxter & Woodman for Bridge Inspection Program and Services for \$2,500 for the Years 2013-2016.
- D. Approval of an Agreement with Baxter & Woodman for Preliminary Engineering for Phase III Road Program.
- E. Approval of a Contract with Verizon Wireless for Cell Phone Services.

XII. LEGISLATION

- F. An Ordinance Amending Title 10 of the Prospect Heights City Code Related to Yield Signs (2nd Reading).
- G. An Ordinance Amending Title 10, Chapter 14 of the City Code Related To the City of Prospect Heights Automated Traffic Law Enforcement System (2nd Reading).

XIII. APPROVAL OF EXPENDITURES

H. Approval of Warrants

General Fund	\$163,561.45
MFT Fund	\$466.21
Palatine/Milwaukee TIF	\$20,809.77
Convention & Visitors Bureau	\$86,980.20
Development Fund	\$486.74
Non-Home Rule Sales Tax Fund	\$0.00
DEA Fund	\$5,903.25
Solid Waste Fund	\$34,264.01
SS Area #1	\$52.64
SS Area #2	\$53.13
SS Area #3	\$59.24
SS Area #4	\$814.35
SS Area #5	\$15,645.07
SS Area #8 – Levee Wall #37	\$219.64
SS Area-Constr #6 (Water Main)	\$102.14
SS Area- Debt #6	\$1,019.32
Road Construction	\$654,786.92
Water Fund	\$22,661.86
Parking Fund	\$1,877.73
Road/Building Bond Escrow	\$1,500.00
TOTAL Expenditures	\$1,011,263.67
Wire Payments, Service Charges, & Payroll	\$191,447.45
TOTAL	\$1,202,711.12

XVI. COMMITTEE APPOINTMENTS

- I. Appointment of Andrew HeLal to the Tourism Board (Crowne Plaza Hotel).

XVII. RESIDENTS COMMENTS (Non Agenda Matters)

XVIII. UNFINISHED BUSINESS

- J. Approval of Signage Proposal from US Signcrafters, Inc. for the Fabrication and Furnishing of Welcome to Prospect Heights Signage Along with Decorative Poles and Mounting.

XIX. NEW BUSINESS

- K. Discussion of Concept Plan for Parcels Located at 31-33 E. Palatine and 25 & 29 E. Piper Lane.
- L. Approval of 2012 Proposed Property Tax Levy as Required under the Truth in Taxation Act.
- M. Approval of Tourism Board Recommendations for Grant Disbursements for the Hilton Northbrook and Comfort Inn Suites.

XX. ADJOURNMENT

POSTED: November 8, 2012 4:30 p.m. by Robert Sabo, Deputy Clerk

**This meeting will be televised on the following Prospect Heights Cable Channels:
Comcast and WOW Channel 17and AT&T U-verse Channel 99**

To: Anne Marrin, City Administrator

From: James H. Johnson, Public Works Director/City Engineer

Date: October 18, 2012

Re: Bridge Inspection Program

Prospect Heights has one bridge (Maple Street Bridge) that falls under the regulatory requirements of IDOT. Attached is a proposal dated September 26, 2012 from Baxter & Woodman (B&W) to provide program management services associated with the bridge. B&W's current agreement with the City expires this year.

I reviewed the attached document and recommend approval.



D

To: Mayor Nicholas J. Helmer, City of Prospect Heights City Council

From: Anne Marrin, City Administrator

Date: November 13, 2012

Re: Baxter & Woodman Agreement for Preliminary Phase III Road Program

Issue: Staff met with Baxter Woodman engineers to review the streets for the Phase II Road Program and to discuss drainage improvements. The proposed review includes; crack sealing, regarding of intersections corners; sidewalk extension for Apple Drive; analysis of existing sidewalks; grading, culvert repair and parkway restoration.

Analysis: The previous proposal did not include certain streets for Phase III and staff requested they be added. The following streets were added: Drury Lane, Stratford, Forrest and Phelps.

Recommendation: Staff recommends approval of the preliminary engineering so that the Council will have a solid dollar amount for the Phase III portion of the project and how they would like to direct staff to proceed.

11/13/2012 Attachments: Baxter Woodman Preliminary Engineering Services Agreement (IDOT)



E

To: Mayor Nicholas J. Helmer, City of Prospect Heights City Council

From: Anne Marrin, City Administrator

Date: November 13, 2012

Re: Verizon Wireless Phone Contract

Issue: We have been in a constant battle regarding the connectivity and reliability of our current cell phone provider Sprint/Nextel. We have had constant communication problems, dropped calls and undelivered messages. This includes two 911 calls that involved an employee at a critical moment that were dropped. The Fire Protection District were experiencing the same issues. We have reached out to other municipalities and they too have had difficulties with Sprint (See attached emails). I have contacted the upper management at Sprint and met with them. They have stated that they were very sorry and cannot commit to either a time frame as to when the system upgrades will be working or that they can deliver reliable service to us at all. Again, we are in a critical mode.

Analysis: Staff met with representatives from Verizon Wireless and T-Mobile and were able to assess their phones and governmental pricing packages. Staff was allowed to have trial phones for a time period to ensure that connectivity was available at work and at home. The Police Department, City Hall and Public works took the phones and assessed them. While the T-Mobiles did a good job in the area, outside the area employees could not get emails and internet access without interruption. The Verizon phones worked well and provided the needed connectivity on all ends. The Prospect Heights Fire Protection District has switched to Verizon and has had good connectivity. In addition, our Police Department patrol cars have Verizon mobile cards in them and they have been very reliable. Staff has contacted Sprint and given them notice of our leaving. They have agreed to credit our phones under the Buy-Back Program and will credit our Sprint account.

Recommendation: Verizon currently holds the governmental state contract for cell phone services through CMS. There is no contract and we can terminate at any time if we are dissatisfied. There is a one year term with no Early Termination Fee and no activation fees. Staff recommends that the Council approve the contract with Verizon wireless to ensure reliability and connectivity needed for employees and first responders. This pricing is \$40 per month less than Sprint and we can work with the plan to lower costs even more in the future.



F

To: Mayor Nicholas J. Helmer, City of Prospect Heights City Council

From: Anne Marrin, City Administrator

Date: October 18, 2012

Re: Request for Yield Signage Along Clarendon Street

Issue: Due to numerous concerns of residents regarding speeding along Clarendon Street, it has been requested that the City take some pro-active steps to ensure a safe traffic flow for all concerned.

Analysis: After meeting with staff (City Administrator, Police Chief, Public Works and Engineering), it was decided that a problem does exist and that there have been calls placed to City Hall regarding speeding on this road. It was decided to request "Yield" signage along Clarendon Street at Maple Street, Owen Street and School Street at the eastbound and westbound corners. Staff feels that this will slow the flow of traffic along this corridor.

Recommendation: Staff recommends that the yield signs be approved for safety and that Title 10 of the City Code relating to yield signs be amended.