MEETING MINUTES
Administration & Public Works
Monday, February 11, 2013
5:48 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers


Members Absent:  

Others Present:  

Staff Present:  Jose Calderon, Dolores Cortez, Paul D’Agostino, Rajeev Dahal, Brandon Dieter, Chief Eddington, Grant Farrar, Doug Gaynor, Louis Gergits, Stephen Griffin, Bob Gustafson, Lonnie Jeschke, Marty Lyons, Jim Maiworm, Jeff Murphy, Sat Nagar, Homayoon Pirooz, Ashley Porta, Suzette Robinson, Dave Stoneback, Matt Swentkofske, Rickey Voss

Presiding Member:  Alderman Grover

---

I. DECLARATION OF A QUORUM: ALDERMAN GROVER, CHAIR

II. APPROVAL OF MINUTES OF REGULAR MEETING OF January 28, 2013

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 01/27/13 $2,692,151.86
A voice vote was taken and the Payroll through 01/27/13 was unanimously approved.

(A2) City of Evanston Bills FY2012 02/12/13 $1,069,281.52
City of Evanston Bills FY2013 02/12/13 $771,325.32
Credit Card Activity – Period Ending 12/31/12 $96,753.61
Amended Bills amounts:
City of Evanston Bills FY2012 02/12/13 $897,513.09
City of Evanston Bills FY2013 02/12/13 $943,093.75

Ald. Burrus asked what the purchase price was for 110 Greenwood and who purchased it. Stephen Griffin (Director Community and Economic Development) said that the couple who had purchased the permits to build at this site did not do so and they were eligible for a refund less admin expenses. Ald. Burrus said that it was sold in January of this year, what was the purchase price and what property tax was levied. S. Griffin said he would have to get back to her. Marty Lyons (Assistant City Manager/Treasurer) thought that Mr. Griffin might get the facts from the City Clerk and have them for the full Council meeting.

A voice vote was taken and the Bills, as amended, for FY2012 and FY2013 and the Credit Card activity at period ending 12/31/12 were unanimously approved.

(A3.1) Approval of Single Source Purchase from Standard Equipment Company for Street Sweeper Maintenance

Staff recommends approval of expenditure for the bi-annual inspection, overhaul, and maintenance of Street Sweeper #668 in the amount of $23,940.15 by Standard Equipment Company (2033 W. Walnut Street, Chicago, IL). Funding is provided from the FY2013 Budget, Fleet Services “Material to Maintain Autos” (7710.65060).

Ald. Rainey said she thought it very interesting that the city’s Fleet staff were going to start doing repairs on some vehicles rather than sending all of them to an outside source. A good move.

A voice vote was taken and A3.1 was approved unanimously.

(A3.2) Approval of Contract Extension with Wirfs Industries for Annual Maintenance of Heavy Fire Apparatus Vehicles for One Year (RFP 10-78)

Staff recommends City Council approval of a one year contract extension to Wirfs Industries (4201 West Main Street, McHenry, IL) in the amount of $95,000 for the coming year to provide required annual inspections and repairs for heavy fire apparatus vehicles (RFP 10-78). Funding is provided from the FY2013 Budget, Fleet Services “Material to Maintain Autos” (7710.65060).

A voice vote was taken and A3.2 was approved unanimously.

(A3.3) Approval of Renewal of Elevator Service Agreement with OTIS Elevator Corp. for the Civic Center, Service Center, Maple Ave. and Church Street Self Parks

Staff recommends that City Council authorize the City Manager to execute a renewal of the service and maintenance agreement with OTIS Elevator Corporation (949 Oak Creek Drive, Lombard, IL) for the elevators at the Service and Civic Centers, and Maple Avenue and Church Street parking garages at a cost of $67,398.12. The proposed agreement is effective January 1, 2013 to December 31, 2013, and provides for no increase from last year’s fees. Funding is provided by the 2013 Budget of various departments and the Parking Fund.
A voice vote was taken and A3.3 was approved unanimously.

(A3.4) Approval of Renewal of Elevator Service Agreement with ThyssenKrupp Elevator Corp. for the Sherman Plaza Self Park
Staff recommends that City Council authorize the City Manager to execute a renewal of the service and maintenance agreement with ThyssenKrupp Elevator Corporation (355 Eisenhower Lane South, Lombard, IL) for the elevators at the Sherman Plaza parking garage at a cost of $37,950.24. The proposed agreement is effective January 1, 2013 to December 31, 2013, and provides for a 3% annual increase from last year’s fee. Funding is provided by the Parking Fund (7036.62425).
A voice vote was taken and A3.4 was approved unanimously.

(A3.5) Approval of Renewal of Annual Azteca Cityworks Maintenance and Support Agreement
Staff recommends that City Council authorize the City Manager to execute a renewal of the annual sole source maintenance and support agreement for the term February 21, 2013 through February 20, 2014 with Azteca Systems Inc. (11075 South State Street, Sandy, UT) for Cityworks work order and service request management software in the amount of $22,405, with no increase over 2012 fee. Funding is provided by: Utilities Department for $10,702.86 (7125.62340) and $2,100 (7410.62340); and by Public Works Department for $9,602.14 (CIP Account 416393).
A voice vote was taken and A3.5 was approved unanimously.

(A3.6) Approval of Contract Award for Third Party Administration of General & Automobile Liability and Worker’s Compensation Claims to Cannon Cochran Management Services, Inc. (RFP 12-182)
Staff recommends that the City Council authorize the City Manager to execute a contract for Third Party Administration (TPA) of General & Automobile Liability and Worker’s Compensation Claims with Cannon Cochran Management Services, Inc., (3333 Warrenville Road, Suite 550, Lisle, IL) for an estimated annual amount of $85,000. Funding is provided by the Insurance Fund (7800.62266).
A voice vote was taken and A3.6 was approved unanimously.

(A4) Resolution 4-R-13 Authorizing that Payments Relating to the FY 2013 Capital Improvement Plan Projects Be Reimbursed by the Subsequent 2013 General Obligation Bond Issuance
Staff recommends approval of Resolution 4-R-13 by which City Council would authorize that payments relating to FY 2013 Capital Improvement Plan (C.I.P.) project expenditures up to $10,039,250 be reimbursed by the subsequent 2013 General Obligation (G.O.) bond issuance.
Ald. Rainey asked if there would be a staff report prepared on this matter and M. Lyons replied that each year a reimbursement resolution was prepared because we have held off on issuing bonds until the very last possible minute. That means we tend to use reserves until we have no reserves left to use. A lot of that has to do with our earning ½ point interest on our reserves but pay 3% on our bonds.
To hold off we can save 2% of ten million dollars. To use the debt issued we have to have a reimbursement resolution on file so potential bond buyers can see what the bond proceeds are being used for. Ald. Rainey asked if Mr. Lyons knew what the interest rate would be on bond sales. M. Lyons replied that it will still be between 3 and 4 percent on a twenty year issue. Since the market is going that way, we may move forward in May/June rather than in July/August as we have in the past. Ald. Rainey asked if all the expenditures have been voted on and approved by the Council. M. Lyons said that they are all CIP approved by the Council. Ald. Burrus wondered how much the City’s bond debt is and M. Lyons replied that it is approximately 153 million in general obligation debt and 80 million in IEPA loan debt. Ald. Rainey asked if the IEPA all came out of the sewer fund. M. Lyons said nearly all; there is a small debt in the water fund.

A voice vote was taken and A4 was approved unanimously.

(A5) Resolution 10-R-13, Dempster Street Traffic Signal Modernization and Coordination Project Phase I Engineering Agreements

Staff recommends approval of Resolution 10-R-13 authorizing the City Manager to sign the Local Agency Agreement with the Illinois Department of Transportation (IDOT) and the Preliminary Engineering Services Agreement with Hampton, Lenzini and Renwick, Inc. (HLR) (380 Shepard Drive, Elgin IL) in the amount of $66,049 for the Dempster Street traffic signal modernization and coordination project. Funding is provided by the West Evanston TIF Fund (587025) in the amount of $10,000 and the CIP Fund (415940) in the amount of $60,000 for a total budgeted amount of $70,000.

Ald. Braithwaite liked the idea that local meetings would be held. He asked about what the meeting process will be and what about traveling on Dempster during the construction period. Suzette Robinson (Director of Public Works) answered that there would be an impact on Dempster Street. She continued, as far as the meeting coordination, the work schedule has not been set as of yet. There will be meetings with the consultants and within a month we can announce the schedule for meeting with the residents at that time.

A voice vote was taken and A5 was approved unanimously.

(A6) Ordinance 6-O-13 Amending Title 10, Motor Vehicles and Traffic, Section 10-12-2: Violation of the Illinois Vehicle Code

Staff recommends that the City Council adopt Ordinance 6-O-13 amending Title 10, Motor Vehicles and Traffic, Section 10-12-2 providing for the ability to issue City Code violations in accordance with the Illinois Vehicle Code.

Ald. Rainey said she couldn’t figure out if the City was going to give tickets. And she asked, what violations are you addressing? Rickey Voss (Revenue/Parking Manager) stated that equipment violations such as not using seatbelts or taillights not working are two examples. When they go to court, if proof can be shown that the violation has been fixed, there will probably be no fine required. Ald. Rainey asked if he thought the City is going to be better off. R. Voss said yes. Ald. Rainey asked if these are added to other tickets. R. Voss said they are and five means you will be booted. Ald. Burrus wondered how loud the music must be for the City to issue a ticket. R. Voss replied that when he was on the
street, if he could hear the noise a quarter block away, he issued a ticket. Ald. Grover thought the ordinance had a 75 foot ruling in it. Ald. Holmes asked about a lost license plate. R. Voss told her that the State of Illinois requires two plates. For a small fee they will issue a replacement plate. Chief Eddington (Chief of Police) mentioned that retired Police Sergeant Voss was correct. The Police are stricter concerning enforcement depending on the situation. If it is an issue with a resident, they should phone the complaint to the Police. Usually a couple of tickets end the situation at that site. Ald. Rainey asked if he knew why Illinois required two plates. Many states do not. M. Lyons said he did not expect Chief Eddington or Mr. Voss to know the answer.

A voice vote was taken and A6 was approved unanimously.

(A7) **Ordinance 18-O-13, Amending Title 9 of the City Code Regarding Soliciting and Panhandling**

Staff recommends consideration of Ordinance 18-O-13. This ordinance was introduced at the January 28, 2013 City Council meeting and referred for further consideration on February 11, 2013 at the Administration and Public Works Committee meeting.

Chair Grover stated that this item has already been introduced to the full Council and was sent back to committee for revisions/amendments. It is now open for discussion. Ald. Rainey said that she felt allowing panhandling, if there is no clear posting on the door, until 9 p.m. is intrusive. I would like to see the time as 7 p.m. She added that the sign for the door might be provided by the City. It could be taken from the City website with the suggested verbiage and the residents could down-load it and use it. Ald. Grover thought the time change was good. Ald. Rainey said she would like to see this change incorporated as an amendment to the ordinance. Grant Farrar (Corporation Counsel/City Attorney) said that for the purpose of clarity, B3 is for soliciting and B4 addresses panhandling. With regard to the question of exceptions, they are not clearly defined in the ordinance. There are lots of exceptions that would be hard to incorporate. But, I feel the time change to 7 p.m. is good. We have listened to your comments and suggestions and those of the residents while crafting this ordinance. I feel that we have done our due-diligence. Ald. Grover asked if this could be prosecuted as a public nuisance and G. Farrar relied that it would. Ald. Grover inquired into the fine charged. G. Farrar said that they can be from $50 to $500. It is tailored to fit the set of facts. There is some leeway in enforcing the ordinance. Ald. Holmes asked if the times for both solicitation and panhandling could not match as from 9 a.m. to 4 p.m. for all six days. G. Farrar said we can do that. Ald. Rainey asked if solicitors are licensed. G. Farrar was not sure. The current version of this ordinance does not speak to it. Ald. Rainey stated that means the City has no code about licensing. Ald. Grover said that the committee should send this ordinance to Council with the time adjustments shown.

A voice vote was taken and A7 was approved, with time changes, unanimously.

IV. **ITEMS FOR DISCUSSION**

(APW1) **Discussion of 727/729 Howard Street (City Lit) Project**

Stephen Griffin began the discussion by saying that the City and City Lit continue to be in negotiations exploring a ten year loan. Other resources such as an
amusement tax are currently being examined. A bar at the facility has also been mentioned. Storage and offices could go into a one story building near by. Ald. Rainey said that it would be interesting to have minutes from these meetings. She admitted forgetting some things City Lit does such as working with grade schools. There is an all girl Shakespeare group that allows them to do all the roles and learn much, S. Griffin thought that each week more would be accomplished.

VI. COMMUNICATIONS

VII. ADJOURNMENT
Ald. Burrus motioned and Ald. Braithwaite seconded that the meeting be adjourned. It was unanimously approved. Chair Grover adjourned the meeting at 6:20 p.m.