MEETING MINUTES
Administration & Public Works
Monday, October 8, 2012
5:45 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers


Members Absent:

Staff Present:  Paul D’Agostino, Rajeev Dahal, Hitesh Desai, Brandon Dieter, Chief Eddington, Grant Farrar, Sarah Flax, Doug Gaynor, Louis Gergits, Stephen Griffin, Jewell Jackson, Lonnie Jeschke, Stefanie Levine, Catherine Hurley, Martin Lyons, Jim Maiworm, Sat Nagar, Ashley Porta, Suzette Robinson, Dave Stoneback, Matt Swentkoske, Evonda Thomas

Others Present:  Josh Gilbert, 1711 Greenwood Street, Temperance Beer Company
Darnell Johnson, 2424 Dempster Street, Director of Operations
Chicken & Waffles III
Eric Poders, Morton Grove Resident
Jody Bianchini and Tiffany Cevilla, Northwestern University
Members of Engineers for a Sustainable World

Presiding Member:  Alderman Grover

I. DECLARATION OF A QUORUM: ALDERMAN GROVER, CHAIR
With a quorum present, Chair Grover called the meeting to order at 5:50 p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING OF September 24, 2012
A voice vote was taken and the minutes of September 24, 2012 were unanimously approved.

III. ITEMS FOR CONSIDERATION

Mr. Eric Poders of Morton Grove was given the floor. He asked that the mike and the TV camera be turned off. Ald. Rainey said that the City has transparency laws and if he would not abide by them, he could not address the committee. After putting the mike back in its holder, he gave some documents to Mr. Shawn Jones of the RoundTable newspaper. He noted that he had been before this committee on May 29 and again September 10. He felt there were some inconsistencies in the way his comments were reported from the last meeting. He noted that he had presented another FOIA which he felt was a waste of City time. He said that he would not return as he gave his card to Chair Grover. He is still requesting an apology from the Mayor and Legal Council.
(A1) City of Evanston Payroll through 09/23/12 $3,077,710.58
A voice vote was taken and the Payroll through 09/23/12 was unanimously approved.

(A2) City of Evanston Bills FY2012 10/09/12 $6,121,870.42
City Credit Card payments through 08/03/12 $133,583.23
A voice vote was taken and the Bills through 10/09/12 and the Credit Card payments through 08/03/12 were unanimously approved.

(A3.1) Approval of Tire Purchases from Wentworth Tire Service
Staff recommends approval of tire purchases for the last three (3) months of Fiscal Year 2012 in the amount of $13,000 and for twelve (12) months in the amount of $50,000 in Fiscal Year 2013 from Wentworth Tire Service (300 North York Road, Bensenville, IL) using the State Bid Award #4017031 for which Wentworth Tire Service is an authorized distributor. Funding is provided from the Fleet Services Budget for Tires and Tubes (7710.65065) for Fiscal Year’s 2012 and 2013.
A voice vote was taken and A3.1 was unanimously approved.

(A3.2) Approval of Tire Repair Contract with Wentworth Tire Service (Bid 12-164)
Staff recommends that City Council authorize the City Manager to execute a one (1) year contract with three (3) one year renewals for tire repair and recap services in the amount of $25,008 for year one (1) to Wentworth Tire Service (300 North York Road, Bensenville, IL). Funding is provided by the FY 2012 Fleet Services budget for Tires and Tubes, 7710.65065, with a budgeted amount of $32,500 for these services.
Ald. Holmes, believing that this conversation was held before, asked why there was no one in Evanston capable of doing this work. Martin Lyons (Assistant City Manager/Treasurer) replied that small tire repairs are done in-house. This contract is for large tire repairs and in Evanston; there are no garages capable of handling vehicles of this size. Lonnie Jeschke (Manager Fleet Services) told the Aldermen that the bid was placed in the Pioneer Press, the Chicago Tribune and the Evanston Business Directory was used. The staff could not find one garage that could handle the task. Ald. Rainey noted that there is a new place on Oakton as well as the one on Howard. Maybe they could do this kind of work. A voice vote was taken and A3.2 was unanimously approved.
(A3.3) Approval of Contract with L. Marshall, Inc. for Water Utility Roof Replacement (Bid 12-160)
Staff recommends that City Council authorize the City Manager to execute a contract for the 2012 Evanston Water Utility Roof Replacement with L. Marshall, Inc. (2100 Lehigh Avenue, Glenview, IL) in the amount of $133,000. Funding is provided by the Water Fund Capital Improvement Plan (CIP) Account 733108.65515 with a budget of $150,000 allocated for roof replacements.
A voice vote was taken and A3.3 was unanimously approved.

Staff recommends City Council authorize the City Manager to execute an agreement for engineering services for the feasibility study of alternative stormwater management techniques with Hey and Associates, Inc. (8755 W. Higgins Drive, Suite 835, Chicago, IL) in the not-to-exceed amount of $24,946.24. Funding is provided by the Sewer Fund, Other Operations Account 7410.62180 which has a FY 2012 budget allocation of $25,000.
A voice vote was taken and A3.4 was unanimously approved.

(A3.5) Approval of Tree Planting Purchase from Suburban Tree Consortium for Fall Planting
Staff recommends City Council approval of the purchase of 155 trees and planting services for 50 trees from Suburban Tree Consortium (STC) in the amount of $38,864. Funding is provided by the General Fund Parks/Forestry Division Account 3525.65005 with a total annual budget of $80,000.
Ald. Rainey said that she has talked with the V. P. of St. Francis Hospital about the replacement of the elms on Oakton. She asked if anything has come of this. Paul D’Agostino (Parks/Forest and Facilities Management Supervisor) said that they are moving forward on this item. It is not on this list but St. Francis has indicated that they will buy trees and we are going to plant them.
A voice vote was taken and A3.5 was unanimously approved.

(A3.6) Approval of Centennial Park Lagoon Professional Design Services Contract with Kettelkamp & Kettelkamp (RFP 12-165)
Staff recommends that City Council authorize the City Manager to execute a contract for the Centennial Park Lagoon Professional Design Services Project to Kettelkamp & Kettelkamp (1315 Sherman Place, Evanston, IL) at a total cost of $90,735. Funding is provided by the Capital Improvement Plan (#415414).
Ald. Rainey took pride in pointing that this company is from Evanston.
A voice vote was taken and A3.6 was unanimously approved.

(A4) Approval of Change Order for Lighting Power Centers
Staff recommends that City Council authorize the City Manager to execute Change Order #2 to the contract for the Church Street Improvement Project (Bid 12-136) to Landmark Contractors, Inc. (11916 W. Main Street, Huntley, IL) in the amount of $31,590. This Change Order will expand the scope of
A voice vote was taken and A4 was unanimously approved.

(A5) **Approval to Accept and Place on File the Single Audit for FY2011**
Staff recommends City Council review and place on file the attached Single Audit report for the fiscal year ending December 31, 2011.
A voice vote was taken and A5 was unanimously approved.

(A6) **Post Issuance Compliance Procedures for Tax Exempt Bonds**
Staff recommends that the attached document describing post issue compliance procedures for bonds be adopted and placed on file. These procedures will be applicable to any bonds issued on or after January 1, 2012.
A voice vote was taken and A6 was unanimously approved.

(A7) **Resolution 69-R-12 Authorizing the City Manager to Execute a Transition of Services Agreement with Erie Family Health Center, Inc. Regarding the Evanston Children’s Dental Clinic**
Staff recommends approval of Resolution 69-R-12 Authorizing the City Manager to Execute a Transition of Services Agreement with Erie Family Health Center, Inc. regarding the Children’s Dental Clinic.
A voice vote was taken and A7 was unanimously approved.

(A8) **Ordinance 109-O-12, Amending Title 3, Chapter 4, Section 6 of the City Code to Create a Liquor License Classification for Craft Breweries**
Ordinance 109-O-12 amends Title 3, Chapter 4, Section 6 of the Evanston City Code of 2012, as amended (“Code”), to create a liquor license classification applicable to craft beer breweries. If adopted, Class P-1 liquor licensees will be permitted to offer for retail sale their craft beer for consumption onsite or offsite.
Mr. Josh Gilbert of Temperance Beer Company introduced himself and said he was here tonight to answer questions. He explained that this is a tap room, much like a wine tasting room, where you can sip samples and talk with staff about your experience, needs and wants.
A voice vote was taken and A8 was unanimously approved.

(A9) **Ordinance 112-O-12, Increasing the Number Class C Licenses for Signature Food Solutions d/b/a Chicago’s Home of Chicken & Waffles, III**
Staff recommends adoption of Ordinance 112-O-12, which amends Subsection 3-4-6-(C) of the Evanston City Code of 2012 (“City Code”), as amended, to increase the number of Class C liquor licenses from 28 to 29
to permit issuance of a liquor license to Signature Food Solutions, Inc., d/b/a Chicago’s Home of Chicken and Waffles III, 2424 West Dempster Street. Suspension of the Rules is requested for Introduction and Action on October 8, 2012.

Mr. Darnell Johnson took the podium and said they were on target for a December 1st opening. The only work left to complete is a change in the gas line. He gave thanks to Stephen Griffin, Paul Zalmezak and everyone else in Economic Development that helped to make this a reality. Some of the staff is moving into Evanston, such as his son. The Manager is already an Evanston resident. He will probably start looking for employees the first week of November. He plans to hire 45 to 50. Ald. Burrus noted that the City’s Youth Job Center has a trained group of young people available. Mr. Johnson added that many on staff have had their Basset training.

A voice vote was taken and A9 was unanimously approved for introduction and action.

IV. ITEMS FOR DISCUSSION

(APW1) Northwestern University Student Presentation – Collaborative Composting Project

For Discussion

S. Robinson started this presentation by saying how honored she was to have worked with Jody Bianchini and Tiffany Cevilla of Northwestern University’s Engineers for a Sustainable World and Catherine Hurley the City’s Sustainable Program Coordinator. She said she could not have done it without them. C. Hurley stated to the Committee that she was pleased to be allowed to take a few moments of their time. This is the result of a combination of Public Works, her office and the students from Northwestern. Jody Bianchini and Tiffany Cevilla took the podium beginning the presentation with power point slides. J. Bianchini remarked that two surveys were conducted to collect data on composting in Evanston with the residents that had received new composting bins. The data showed that 70% were composting and 30% were not. It costs to pick-up waste, it is smart to compost. There are five ways to support those who compost. Donate free or partially subsidized additional composting supplies, provide access to literature on composting, include residents in a curbside pick-up program, promote a community workshop and hire a composting consultant. Four incentives for the non-composting residents would be to pay less for garbage pick-up, receive a tax credit, have free or partially subsidized equipment and have someone come out and set up the program at the resident’s home. The recommendations are to recognize and continue to provide economic incentives, do an official survey, bridge the gap between those who compost and those who have yard waste picked up by the city, easy access to composting education and continue the free bin program. Chair Grover thanked the two students and all others involved for all their work. Ald. Rainey said that she had no idea that a survey was conducted. J. Bianchini said that not everyone got a survey. Because of that, it has been suggested that a follow-up survey be conducted. Ald. Rainey agreed that they should mulch and not put it in the yard waste collection bin. But, she said, that it was too messy for a small yard. J. Bianchini said that that is a good opportunity for the design of a better bin. Ald. Holmes asked how many composting bins are out in the community and S.
Robinson said that 600 are out in the community and 150 are still available. C. Hurley related that then next step is to evaluate the questions and see if anything was missed. Ald. Burrus asked how one could get a bin and S. Robinson replied, call 311. Chair Grover thought expanding the survey may get more residents to compost. She thanked the students for their presentation.

V.COMMUNICATION

VI.ADJOURNMENT
Ald. Burrus moved and Ald. Holmes seconded that the meeting be adjourned. It was unanimously approved at 6:24.

Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services