MEETING MINUTES
Administration & Public Works
Monday, December 10, 2012
5:45 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston Council Chambers


Members Absent: 

Staff Present: Wally Bobkiewicz, Jose Calderon, Godwin Chen, Hitesh Desai, Brandon Dieter, Robert Dorneker, Chief Eddington, Grant Farrar, Doug Gaynor, Louis Gergits, Robert Gustafson, Jewell Jackson, Lonnie Jeschke, Chief Klaiber, Martha Logan, Martin Lyons, James Maiworm, Sat Nagar, Johanna Nyden, Joe McRae, Ashley Porta, Suzette Robinson, Cheryl Schrader-Chukwu, Jennifer Spaulding, Dave Stoneback, Evonda Thomas-Smith, Rickey Voss

Others Present: New World Systems; Robert Lewis, Vice President
Kaul L. Lefief, Regional Territory Manager
Gary Zepke, Demo Presenter.

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 November 26, 2012
A voice vote was taken and the minutes were unanimously approved.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 11/18/12 $2,633,746.32
A voice vote was taken and the Payroll through 11/18/12 was unanimously approved.

(A2) City of Evanston Bills FY2012 12/11/12 $21,684,470.03
Credit Card Activity - Period End October 31, 2012 $122,637.99
There is a correction to be made Ald. Grover noted. On page 49: first item 5476.65516, Church Street Furniture Purchase for $27,405 will be paid from Street Maintenance, 2607.65055, $7,830 and Howard-Hartrey, 553101.65515, $419,575. The second item stays the same. Additionally, the next item, 553101.65516, will be charged to the Washington National TIF. The description will also be changed from Church Street to Howard Street.
A voice vote was taken the bills through 12/11/12 and the Credit Card activity through 10/31/12 was approved unanimously.

(A3.1) Approval of Agreement with MWH Americas, Inc. for Water Distribution Modeling Services (RFP 12-178)
Staff recommends City Council authorize the City Manager to execute an agreement for Water Distribution Modeling Services with MWH Americas, Inc. (175 West Jackson Blvd., Suite 1900, Chicago, IL) in the not-to-exceed amount of $35,000/year for three years. Funding will be provided from the Water Fund, Account 7125.62180.
A voice vote was taken and A3.1 was unanimously approved.

(A3.2) Approval of Contract with Palatine Oil Company for Bulk Oil, Antifreeze and Lubricants (Bid 12-176)
Staff recommends that City Council authorize the City Manager to execute a contract for bulk oil, antifreeze, and lubricant purchases for Fiscal Year 2013 in the amount of $59,979.50 with Palatine Oil Company (900 National Parkway, Schaumburg, IL). Funding is provided from the Fleet Services budget for Petroleum Products (7710.65035) for Fiscal Year 2013.
A voice vote was taken and A3.2 was unanimously approved.

(A3.3) Approval of 2012 Final Vehicle Purchases from Currie Motors and Russo’s Power Equipment
Staff recommends City Council approval for the purchase of five (5) vehicles/units in the amount of $121,444.50 as follows: Currie Motors (9423 W. Lincoln Highway, Frankfort, IL) in the amount of $97,908, and Russo’s Power Equipment Incorporated (9525 W. Irving Park Road, Schiller Park, IL) in the amount of $23,536.50. Funding is provided by the Equipment Replacement Fund (7780.65550).
A voice vote was taken and A3.3 was unanimously approved.

(A3.4) Approval of Contract Award for Licensing and Implementation Services to New World Systems to Replace the City’s Financial, Human Resource and Payroll System
Staff recommends City Council authorize the City Manager to execute a contract for software licensing, implementation, and maintenance services with New World Systems (888 West Big Beaver Road, Troy, MI) in the amount of $596,000 for licensing and implementation, plus $407,700 for five years of maintenance and support ($81,540/year), plus an estimated $36,300 in financing charges for a total cost of $1,040,000 to replace the City’s current financial, accounting, human resource and payroll enterprise system. Funding for the Software and Implementation costs of $596,000 is provided by a 5 year loan from the Parking Fund to be repaid in five payments from the General Fund of $126,500, which includes an approximate short term interest rate of 2.0%. Funding for ongoing maintenance costs is provided by the current Information Technology Division Computer License and Support account 1932.62340.

Martin Lyons (Assistant City Manager/CEO) stated that members of New World were in attendance and would like to make a short demonstration about their program. This demo is a detailed look at the Human Resource portion and
meant to give more information to the Aldermen. Kaul Lefief started for New World by saying “thank you” for this time. He noted that his team has enjoyed working with the City of Evanston. Ald. Rainey asked if New World had ever taken over at a location that previously used J. D. Edwards. K. Lefief said that would be a minimum of four companies that converted from J. D. Edwards, one being in Troy Michigan. Ald. Rainey remembered that they were told that when J. D. Edwards was introduced, it was the best and brightest in the world. What, she asked, makes New World different. K. Lefief replied that J. D. Edwards does only two percent of their work with government agencies. New World is one hundred percent into serving local and county governments. Gary Zepke gave a power point presentation that showed a few screens and how one can maneuver between them. Ald. Rainey mentioned that currently the committee receives a multiple page, fine print report of all bills to be paid. She wondered if the new system would include who authorized that payment. Ald. Grover asked if you could check expenditures against the budget by Department or by line. Ald. Burrus declared that she uses a system like this and it is very helpful. Tracking is wonderful. M. Lyons noted that the current system was sold as the best at that time. When it needed updating in 2008, we had let a lot of employees go and did not do the update. Now the update, though less than a new system, is costly, and the maintenance costs did not change. This new one is a small space program that we will totally use. Aldermen are tied into Managers. They can review what is going on. The City needs to change to digital formats for input. This system met all of our goals. It will be less expensive in the future and will help other municipalities. Sharing can be done in the future. Ald. Grover asked if individual inquires can be made into the bills list to which M. Lyons replied, yes and you will be able to look into prior years. Ald. Grover asked why the City is borrowing for this. M. Lyons stated that the budget general fund or the capital fund are not being used. The loans in house are short term. The previous system was bought with G. O. bonds. Ald. Rainey asked if the money from the parking fund was 2012 or 2013. M. Lyons said it would be 2013. Ald. Rainey asked why this was not discussed at the budget time. M. Lyons replied that it is not a cost to the funds. Ald. Rainey said that there was no discussion with this committee. She said she does not recall that they were looking at this. Wally Bobkiewicz (City Manager) pointed out that there was a specific discussion when Ald. Rainey asked why we had not gotten a new system. He related that he said no to a previous suggested change as it did not have the newest technology. Ald. Rainey said that she hoped the other communities will turn out to be good references. M. Lyons told them that he and others made site visits at four or five communities. There was one other program that looked good to all of us but no one in our area was using the system for us to visit. Ald. Rainey asked that they be told about the lack of an on-line recruitment capability until 2014. What impact will that have on the City. M. Lyons said that there is a good product in use right now named Taleo. Currently we spend sixty million on Human Resources and they are not going to be coming in second place to the financial part. M. Lyons said his pledge to HR was everyone will have what they need. Recruitment will come on line. A voice vote was taken and A3.4 was unanimously approved.
(A3.5) Approval of Contract for Purchase of Insurance/Renewals-Property, Excess Liability & Excess Worker’s Compensation for Fiscal Year 2013
Staff recommends City Council approval to purchase the outlined policies. The policies will renew all insurance coverage for the City for Fiscal Year 2013. Quoted premium totals were $101,611 less than budgeted for FY2013. Funding is provided by the Insurance Fund, Accounts 7800.62615 and 7800.66044.
A voice vote was taken and A3.5 was unanimously approved.

Staff recommends that the City Council authorize the City Manager to execute a two-year contract for printing and mail preparation of Recreation & Arts Activities Guide, which includes the Highlights newsletter, and the annual summer camp guide (8 total publications) in an amount not to exceed $121,400 with Action Printing (N6637 Rolling Meadows Drive, Fond du Lac, WI). Funding is provided by the Parks, Recreation and Community Services Department’s Account 3020.62210.
Ald. Rainey stated the material provided shows that Allegra, of Evanston, did not bid. She said the resource materials showed a bid was sent to Allegra Printing & Signs. She called them about not bidding and they told her that they did not get a packet. After the job was described, they said that they felt they could do the job and would have bid. Ald. Braithwaite asked who sent out the bid materials and was told that they go out from Purchasing. He said that H & H Printers did get the information but obviously did not bid. Ald. Rainey asked to be told before the Council meeting what was sent. Ald. Braithwaite asked to see a copy of the bid and Ald. Rainey wanted it checked out to see if a packet was actually sent to Allegra. M. Lyons said that he would get those questions answered before the full council meeting that night.
A voice vote was taken and A3.6 was sent to Council without being recommended.

(A3.7) Approval of Emergency Purchase of Sole Source Traffic Signal Control Box from Brown Traffic Products, Inc.
Staff recommends City Council approval for the emergency purchase of a traffic signal controller cabinet from Brown Traffic Products, Inc., (736 Federal Street, Suite 2312, Davenport, IA) in the amount of $26,551. Funding is provided by the General Fund account 2640.65070.
Ald. Rainey wanted to point out that this will be subrogated as there was an accident there.
A voice vote was taken and A3.7 was unanimously approved.

(A3.8) Approval of Sole Source Purchase of Security Cameras for the Evanston Township High School Area
Staff recommends City Council authorization for a sole source purchase and installation of a security camera system with Current Technologies, Inc. in the amount of $60,622.13. The proposed purchase and installation of four security cameras near ETHS was approved as part of the Fiscal Year 2013 Budget process. Funding is provided by: $36,000 from FY2012 funds in the City Manager’s contingency account (1525.68205), and $24,622.13
from the Information Technology safety equipment account (1932.65090) in FY 2013.
Ald. Rainey asked if the money will be reimbursed from FY 2013. M. Lyons said
that it is being approved now, some from FY 2012 and the rest from FY 2013.
A voice vote was taken and A3.8 was unanimously approved.

(A4) Approval of Change Order No. 3 with CDM Smith for Wholesale Water Sales
Engineering Services (RFP 11-41)
Staff recommends that City Council authorize the City Manager to execute
Change Order No. 3 for engineering services associated with wholesale
water sales with CDM Smith (125 South Wacker Drive, Suite 600, Chicago, IL) in the not-to-exceed amount of $250,000. Funding will be provided from the
Water Fund, Account 7125.62180.
A voice vote was taken and A4 was unanimously approved.

(A5) Approval of Contract Settlement – Illinois FOP Labor Council - Officers
Staff recommends approval to authorize the City Manager to execute a
collective bargaining agreement with the Illinois FOP Labor Council –
Officers Union effective March, 2012 through December 31, 2013. City
Council approval will ratify the tentative agreements executed throughout
the negotiation process.
A voice vote was taken and A5 was unanimously approved.

(A6) Approval of Grant Agreement with Youth Organizations Umbrella (Y.O.U.)
to Provide Subcontract Services for Outreach Program
Staff recommends that City Council authorize the City Manager to execute
an agreement with Youth Organizations Umbrella (Y.O.U.) (1027 Sherman
Avenue, Evanston, IL) for the City to provide subcontract services for a
Street Outreach Program grant. The agreement shall be in effect from
October 1, 2012 until September 30, 2013 and shall be renewed annually
upon notification of grant award.
A voice vote was taken and A6 was unanimously approved.

(A7) Resolution 84-R-12, Modified Purchasing Procedure for Chlorine System
Upgrade
Staff recommends approval of Resolution 84-R-12 authorizing a modified
purchasing procedure for the selection of the engineer and contractor on
the Chlorine System Upgrade at the Water Treatment Facility. Funding for
the engineering ($50,000) and construction ($200,000) of the chlorine
system upgrade will be from the Water Fund account 733122.
A voice vote was taken and A7 was unanimously approved.

Staff recommends City Council adoption of the following ordinances to designate
the proposed Chicago/Main TIF District as outlined in the state statute 65 ILCS
5/11-74.4 – Tax Increment Allocation Redevelopment Act. A formal resolution will
accompany the Chicago/Main TIF District Implementation Plan at the January 14,
2013 meeting for consideration by the City Council for adoption at that time.

(A8) 130-O-12 Approving the Tax Increment Redevelopment Plan and
Redevelopment Project for the Chicago/Main Redevelopment Project
Area(“TIF Plan”)
Staff recommends City Council adoption of Ordinance 130-O-12.
A voice vote was taken and A8 was approved 4-1, Ald. Burrus voting no.

(A9) 131-O-12 Designating the Chicago/Main Redevelopment Project Area of the City of Evanston a Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act (“TIF District”)
Staff recommends City Council adoption of Ordinance 131-O-12.
A voice vote was taken and A9 was approved 4-1, Ald. Burrus voting no.

(A10) 132-O-12 Adopting Tax Increment Allocation Financing for the Chicago/Main Redevelopment Project Area
Staff recommends City Council adoption of Ordinance 132-O-12.
A voice vote was taken and A10 was approved 4-1, Ald. Burrus voting no.

(A11) Ordinance 139-O-12 Regarding Defacement or Removal of Public Art
Mayor recommends adoption of Ordinance 139-O-12 to provide for penalties against persons who deface or remove public art murals within the City of Evanston.
Ald. Grover asked how the City will define what is a public art mural or intentional art on a wall but not sanctioned by the City. Ald. Burrus asked if this refers to only murals or all public art. Grant Farrar (Corporation Counsel/City Attorney) said the ordinance is limited in scope, it only addresses murals. It can be reworked. Those who damage public art now can be cited with disorderly conduct and malicious damage to property. Ald. Burrus raised the question, we do have other ordinances to cover other public art but there is nothing covering murals. G. Farrar stated that this ordinance was designed to specifically cover murals. It does not preclude enforcement of defacements, disorderly conduct and other criminal codes or local ordinance violations. Ald. Holmes suggested that it should be extended to all public art. W. Bobkiewicz cited Doug Gaynor as saying Public Art is on city property and has ordinances to deal with it. Murals are not on city property. However, this ordinance can be rewritten and brought back at the January 14, 2013 meeting.
A voice vote was taken and A11 was sent back for a rewrite and a second presentation on January 14, 2013.

Staff recommends review and adoption of the following ten (10) abatement resolutions (A12.1 to A12.10) by the City Council. The Resolutions will abate (decrease) the amount of the 2012 property tax levy needed to retire the outstanding general obligation debt. Generally, abated debt amounts are funded through sources other than property taxes such as TIF incremental revenue, water/sewer receipts, and parking garage revenues.

(A12.1)Resolution 87-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 87-R-12 abatement for General Obligation Bonds, Series 2004.
A voice vote was taken and A12.1 was unanimously approved.

(A12.2)Resolution 88-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 88-R-12 abatement for General Obligation Bonds, Series 2005.
A voice vote was taken and A12.2 was unanimously approved.

(A12.3) Resolution 89-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 89-R-12 abatement for General Obligation Bonds, Series 2006.
A voice vote was taken and A12.3 was unanimously approved.

(A12.4) Resolution 90-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 90-R-12 abatement for General Obligation Bonds, Series 2007.
A voice vote was taken and A12.4 was unanimously approved.

(A12.5) Resolution 91-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 91-R-12 abatement for General Obligation Bonds, Series 2008B.
A voice vote was taken and A12.5 was unanimously approved.

(A12.6) Resolution 92-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 92-R-12 abatement for General Obligation Bonds, Series 2008C.
A voice vote was taken and A12.6 was unanimously approved.

(A12.7) Resolution 93-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 93-R-12 abatement for General Obligation Bonds, Series 2008D.
A voice vote was taken and A12.7 was unanimously approved.

(A12.8) Resolution 94-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 94-R-12 abatement for General Obligation Bonds, Series 2010B.
A voice vote was taken and A12.8 was unanimously approved.

(A12.9) Resolution 95-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 95-R-12 abatement for General Obligation Bonds, Series 2011A.
A voice vote was taken and A12.9 was unanimously approved.

(A12.10) Resolution 96-R-12 General Obligation Debt Property Tax Abatement
Staff recommends approval of proposed Resolution 96-R-12 abatement for General Obligation Bonds, Series 2012A.
A voice vote was taken and A12.10 was unanimously approved.

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT
Ald. Burrus moved and Ald. Braithwaite seconded that the meeting be adjourned.
It was unanimously approved at 6:40 p.m.
Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services