ADMINISTRATION & PUBLIC WORKS COMMITTEE

Tuesday, May 29, 2012
5:45 p.m.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers

AGENDA

I. DECLARATION OF A QUORUM: ALDERMAN BURRUS, CHAIR

II. APPROVAL OF MINUTES OF REGULAR MEETING OF May 14, 2012

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 05/06/12 $2,502,402.48

(A2) City of Evanston Bills FY2012 through 05/30/12 $3,730,944.71

(A3.1) Approval of Tennis Contract Extension with E-Town Tennis, Inc.
Staff recommends that City Council authorize the City Manager to execute an
agreement with E Town Tennis, Inc. (320 S. Butterfield Road, Libertyville, IL)
extending the Tennis Program contract through November 30, 2012. Funding is
provided by Account 3110.62505. All expenses for the program are covered by
participation fees.
For Action

(A3.2) Approval of Contract for Comprehensive Non-Union Compensation Study
with Evergreen Solutions, LLC
Staff recommends that City Council authorize the City Manager to execute a
contract with Evergreen Solutions, LLC (2852 Remington Green Circle,
Tallahassee, FL) to conduct a comprehensive compensation study for all non-
union positions within the City of Evanston. The all-inclusive cost for their service
is $28,000. Funding will be provided by the Division of Human Resources,
Service Agreements Account 1929.62509, with a budget of $38,500.
For Action
(A3.3) Approval of Contract Extension for Third Party Administration of General Liability and Worker's Compensation Claims
Staff recommends that City Council authorize the City Manager to execute a one-year extension for the purchase of claims administration services from Cannon Cochran Management Services Inc. (CCMSI) for automobile liability, general liability, and worker’s compensation at an estimated cost of $97,375 for the contract year March 1, 2012 through February 28, 2013. Funding is provided by the FY2012 Insurance Fund Account 7800.62266, with a budget of $145,000.

For Action

(A3.4) Approval of Contract Award to Therm Flo Inc. for the Fire Stations #1 and #2 Mechanical Systems Improvement Project (Bid 12-115)
Staff recommends that City Council authorize the City Manager to execute a contract with Therm Flo Inc. (251 Holbrook Drive, Wheeling, IL) in the total amount of $285,875 for Fire Stations #1 and #2 Mechanical Systems Improvement Project. Funding will be provided by FY2012 CIP Account 415822 with $150,000 budgeted and Account 415823 with $210,000 budgeted.

For Action

(A3.5) Approval of Northwest Municipal Conference 2012-13 Dues Payment
Staff recommends that City Council authorize payment of 2012-13 dues to the Northwest Municipal Conference in the amount of $24,784. The City has been a member of the Northwest Municipal Conference since 1978.

For Action

(A3.6) Approval of Renewal of Library Reference Database License with Gale/Cengage Learning
Staff recommends that City Council authorize the City Manager to renew the annual sole source software license with Gale/Cengage Learning (27500 Drake Road, Farmington Hills, MI) for Library reference database services in the amount of $21,000 for the eleven month period ending April 30, 2013. Funding is provided by the Library Adult Services – Internet Solution Providers Account 4806.62341.

For Action

(A4) Resolution 37-R-12 Authorizing the City of Evanston to Enter Into An Agreement with the Cook County Assessor’s Office for Access to a Geographic Information System
Staff recommends that the City Council authorize the City Manager to sign an agreement with the Cook County Assessor’s Office for access to GIS (Geographic Information System) data.

For Action
(A5) **Resolution 41-R-12 Authorizing Lease Agreements with the United States Postal Service (USPS) for Vehicle Parking**

The Transportation/Parking Committee and staff recommend that the City Council approve Resolution 41-R-12 authorizing the City Manager to enter into lease agreements with the US Postal Service for the parking of Postal Service Vehicles in Lot 25 (1612-1616 Maple Avenue) and the Maple Avenue Self Park (1800 Maple Avenue).

**For Action**

(A6) **Ordinance 50-O-12 Amending Title 10, Motor Vehicles and Traffic, Chapter 11, Prohibited Parking to Add Lincoln Street, South Side, Sheridan Road East to Campus Drive**

The Transportation/Parking Committee and staff recommend that the City Council approve Ordinance 50-O-12 amending Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 8, Prohibited Parking at All Times, Schedule VIII(A) of the Evanston City Code, to add Lincoln Street, South Side, Sheridan Road east to Campus Drive.

**For Introduction**

(A7) **Ordinance 51-O-12 Amending Title 10, Motor Vehicles and Traffic, Chapter 11, Prohibited Parking During Certain Hours on Davis Street**

The Transportation/Parking Committee and staff recommend that the City Council approve Ordinance 51-O-12 amending Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 9, Prohibited Parking during certain hours on Davis Street.

**For Introduction**

(A8) **Ordinance 45-O-12, Authorizing the Sale of Surplus Property**

Staff recommends the City Council approve Ordinance 45-O-12 authorizing the City Manager to publicly offer for sale various vehicles and equipment owned by the City through public auction. The vehicles and equipment are either presently out of service or will be, and are assigned to various divisions/departments within the City of Evanston.

**For Introduction**

(A9) **Ordinance 54-O-12 Authorizing the Lease Agreement with the League of Women Voters of Evanston**

Staff recommends City Council approval of Ordinance 54-O-12 authorizing the City Manager to negotiate and execute the lease agreement with the League of Women Voters of Evanston for lease of Room 1030 in the Civic Center.

**For Introduction**
(A10) **Ordinance 59-O-12, Increasing the Number of Class S Liquor Licenses to Permit Issuance to Ward Eight, LLC**

The Local Liquor Commissioner recommends adoption of Ordinance 59-O-12, which increases the number of Class S liquor licenses from 0 to 1 to permit issuance to Ward Eight, LLC, 629 Howard Street.

*For Introduction*

(A11) **Ordinance 55-O-12 Approving a Tax Increment Redevelopment Plan and Redevelopment Project for the Dempster/Dodge Redevelopment Area**

Staff recommends City Council adoption of Ordinance 55-O-12. Suspension of the Rules is requested to allow Introduction and Action on May 29, 2012 to implement the TIF under the 2010 assessed values.

*For Introduction and Action*

(A12) **Ordinance 56-O-12 Designating the Dempster/Dodge Redevelopment Project Area (“TIF District”) of the City of Evanston a Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act**

Staff recommends City Council adoption of Ordinance 56-O-12. Suspension of the Rules is requested to allow Introduction and Action on May 29, 2012 to implement the TIF under the 2010 assessed values.

*For Introduction and Action*

(A13) **Ordinance 57-O-12 Adopting Tax Increment Allocation Financing for the Dempster/Dodge Redevelopment Project Area**

Staff recommends City Council adoption of Ordinance 57-O-12. Suspension of the Rules is requested to allow Introduction and Action on May 29, 2012 to implement the TIF under the 2010 assessed values.

*For Introduction and Action*

IV. **ITEMS FOR DISCUSSION**

(APW1) **Discussion of Revision to the City’s Banner Policy**

V. **COMMUNICATIONS**

VI. **ADJOURNMENT**