ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES
Monday, August 9, 2010

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


Members Absent:

Staff Present: Lara Biggs, Wally Bobkiewicz, Dolores Cortez, Joellen Earl, Chief Eddington, Grant Farrar, Doug Gaynor, Curtis Hanawalt, Jewell Jackson, Lonnie Jeschke, Mary Johns, Interim Chief Klaiber, Kevin Lookis, Marty Lyons, Dennis Marino, Sabina Mora, Joseph McRae, Sat Nagar, Paul Schneider, Steve O’Sullivan, Suzette Robinson, Bruce Slown, Dave Stoneback, Evonda Thomas, Rickey Voss

Others Present: Alan Miller – President Taxicab Advisory Board
Alex Rivera - F.S.A., Gabriel Roeder Smith & Co.
Junad Rizki – Resident
Steven Wessel – CFO Foodstuffs
Jim Young - Resident

Presiding: Ald. Jean-Baptiste

I. DECLARATION OF QUORUM
With a quorum present, Chairman Jean-Baptiste called the meeting to order at 5:45 p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING of July 26, 2010
Minutes were approved unanimously 5 - 0.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 08/01/10 $2,458,601.31
A1 was approved unanimously 5 – 0

(A2) City of Evanston Bills through 08/10/10 $2,601,152.81
City of Evanston Credit Card Bills through 06/30/10 $100,945.68
Ald. Rainey commented on the Firing Range project finally starting. It is a good sign.
A2 was approved unanimously 5 – 0

(A3.1) Approval of Contract Award for Vending Machine Services
Staff recommends City Council approval of an agreement with Mark Vend Company (300 MacArthur Blvd. Northbrook, IL) in response to RFP 10-101 to provide vending machine services for various City facilities. Mark Vend will share up to 15% of the proceeds from the sales. 2009 Revenues received were $13,115.67.
Ald. Fiske asked what the Employee Advisory Committee account was. Joellen Earl (Administrative Services Director) said that proceeds from some machines goes to this account to provide seasonal activities for the employees. Ald. Fiske asked where they are located in the Civic Center and J. Earl said the machines were on the second floor. Ald. Fiske asked how much money was involved and was told the amount is around thirteen thousand dollars, not including the recreation centers. Ald. Rainey thought Mark Vend offers the best customer service. Ald. Jean-Baptiste wondered that if the sharing agreement is so good, why the City does not have it elsewhere. Marty Lyons (Assistant City Manager/Treasurer) said that it does exist at all outposts.

A3.1 was approved unanimously 5 – 0

(A3.2) Approval of Contract Award for 2010 Block Curb, Sidewalk and ADA Ramp Replacement Program (Bid 11-20)

Staff recommends City Council approval of a contract in response to Bid 11-20 to award the 2010 Block Curb, Sidewalk and ADA Ramp Replacement Program to the lowest responsive and responsible bidder, Schroeder & Schroeder Inc. (7307 Central Park Avenue Skokie, IL) in the amount of $97,630. Funding for this work will be from CDBG Funds $91,666 (Accounts 6170.63030 & 5170.62780) and Capital Improvement Fund $5,964 (415870.65515).

A3.2 was approved unanimously 5 – 0

(A3.3) Approval of Sole Source Purchase of DataPark System Upgrades for the City Owned Parking Garages to Comply with New Payment Card Industry Data Security Standards (PCI DSS)

Staff recommends City Council approval of a sole source purchase of DataPark System Upgrades through Revcon Technology Group (1715 Cortland Court, Suite 4, Addison, IL) in the amount of $26,700. The purchase is needed in order to be in compliance with the new Payment Card Industry Data Security Standards (PCI DSS). Funding provided by the Parking Fund in the amount of $26,700.

A3.3 was approved unanimously 5 – 0

(A3.4) Approval of 911 Communications Center Upgrades

Staff recommends City Council authorization for the City Manager to negotiate and execute a single source purchase of 911 Center upgrade from Motorola, Inc. (1301 East Algonquin Road, Schaumburg, IL) to include radio console, E911 telephone, and furniture in the amount of $849,927.00. Funding is provided in the Emergency Telephone System budget, account 5150.65625 Furniture, Fixture and Equipment (CIP Project #415732). Total budget amount: $1,249,700.00.

Ald. Jean-Baptiste noting that the warranty was for eighteen months asked what the life span of the equipment was. Chief Eddington (Chief of Police) said that they are replacing equipment that was purchased in 1993. An eighteen-month warranty is typical in this field. Ald. Jean-Baptiste asked what life span was expected and Chief Eddington replied they are expecting a life span of ten to fifteen years. Ald. Jean-Baptiste asked why a longer warranty is not being purchased. With the constant change in technology, that would seem reasonable. In fact, is a longer warranty available? Chief Eddington stated that this is the one that was available. Ald. Jean-Baptiste said the question is can the City purchase a longer warranty and if so, why not do so. Bruce Slown (IT Manager) stated that he believed eighteen months to three years is typical. Ald. Jean-Baptiste asked the staff to inquire about the availability of a longer warranty. M. Lyons stated that eighteen
months is long for a warranty. The City’s past service contracts have been fully used. Motorola has always been there when needed. Ald. Fiske noted that her understanding of a warranty was to deal with a lemon that shows up early on in a contract. Then after eighteen months, a service contract kicks in. Chief Eddington said that is correct. After the eighteen months pass, an annual service contract is negotiated. Ald. Jean-Baptiste still asked for a longer warranty and Chief Eddington said that he would look into it. Ald. Jean-Baptiste asked what the warranty costs and Chief Eddington said there was no cost. Ald. Rainey told the Aldermen that she has sat on this committee since its inception. The committee always reviews and votes on service contracts since there are so many changes every year. So many complexities. The warranty is not as important as the quality of the service contract. She stated that she believed this is an exciting purchase and staff should look into enhancing the service agreement concerning all aspects like equipment, software, etc. J. Earl mentioned that a service contract was approved at the last meeting and the City was able to do so at last years cost. Ald. Jean-Baptiste said that a longer warranty still should be looked into and Chief Eddington said he would do so.
A3.4 was approved unanimously 5 – 0

(A3.5) Approval of Contract Extension to Purchase Rock Salt for FY2010/11 Winter Season
Staff recommends City Council approval of a one-year contract extension to Morton Salt (123 N. Wacker Drive, Chicago, IL) to purchase 6000 tons of salt at the rate of $57.35 per ton for a total purchase price of $344,100. Funding for this purchase will be provided by the general fund snow account 2680-65015. The FY2010/11 Budget has $400,000 allocated in this account for snow and ice control chemicals.
A3.5 was approved unanimously 5 – 0

(A3.6) Approval of TIGER II Grant Application for Construction of the West Evanston Plan
Staff recommends authorization for the City Manager to apply for a TIGER II Discretionary Grant to fund the construction of the Church Street (McDaniel to Ashland) and Dodge Avenue (Main to Lyons) “Complete Street” and Streetscaping Plan. The total cost of funding this project is estimated to be $14,630,000 of which $10,600,000 would be funded with TIGER II Grant funds. The remaining $4,030,000 would be funded by the City of Evanston.
A3.6 was approved unanimously 5 – 0

(A3.7) Approval of March 1, 2010 Police and Firefighter Pension Actuarial Report
Staff recommends that City Council review and approve the March 1, 2010 Actuarial Valuation for usage in the 2009-10 Comprehensive Annual Finance Report, and for usage in the 2011 Tax Levy for Police and Firefighter funding purposes.
Ald. Burrus thanked Marty Lyons for providing a lot of information but felt that unfortunately, it did not present a good picture but she stated it was honest. At the last meeting, she stated that she did not want the Council to set a figure that will get us to a level like our peers. These numbers need to be made public so they can know what goes on. She continued that reading comments from GRS (Gabriel Roeder Smith & Co.) as presented on page 201 makes her ask the question of why the City pays them since the
City clearly has the fiduciary responsibility to set the actuarial assumptions. GRS is doing this for all their clients. Ald. Rainey agreed that the committee got a lot of information. She asked for an explanation concerning rates of salary increases. The 1983 GAM (Group Annuity Mortality) versus the 1994 GAM in particular. She asked that this be explained in layperson talk. M. Lyons responded to the question on wages stating the 5% is the City’s assumption of what an individual will receive and 3.5% is what the whole plan will increase by. Alex Rivera (F.S.A., Gabriel Roeder Smith & Co.) stated that average salaries are assumed over an employee’s career and that is how they arrived at the 5% average figures with a wage inflation component. Mortality rates on pages 198 and 199 show one more conservative then others in assuming a retiree will live longer. Unisex pensioner’s mortality tables are the least conservative. Ald. Rainey asked if there is any comment he could make on the fact that the City has 124 retirees receiving benefits but only 111 employees on the job. Only a few of the other cites in the table have figures like this. Does this have an impact? She asked what it means. A. Rivera said that was an excellent question on the relationship of active members to retirees to the extent that by this ratio, the funded ratio is not healthy. This means a group of retirees may not have been funded appropriately. This ratio of retirees to active implies that there is a legacy liability that has potentially not been funded. M. Lyons stated that if a firefighter starts at age 33, works for 30 years and lives to age 83, it is a 30-year working and 30 year retired picture. That would create a 1 to 1 ratio. Schaumburg is an example of a community that is still growing in that they have 72 retirees and 126 active employees in their Fire Department. Ald. Fishe asked for an explanation about Skokie. M. Lyons said that they are very aggressive on investments and salary rate matches. Ald. Rainey noted that the funding in Skokie is higher and they use an 8.25% AIR (Assumed Investment Rate). Is that a fake figure or if not, can we learn from them and get our figures up. M. Lyons said there are statute restrictions on investments. Evanston buys what is allowed with recognized fund managers. Ald. Rainey asked if Skokie was doing something different. Their figures look good. M. Lyons said that was a good point. When a city is better funded, even with a few dollars the sum is higher. Ald. Burrus thought it would be interesting to look at Skokie’s A.I.R. over the last five to ten years to get the real story. Ald. Jean-Baptiste agreed saying that the percent funded is a part of the historical pattern/choices made.

Jim Young, a resident of Evanston, addressed the committee opening his remarks with the fact that he had sat on the Pension Board Blue Ribbon Committee. He said he understands and appreciates the growing concern of the unfunded pension. It has been developing over the past decades. The question to me, he said, is how best the City can deal with this fact. The issue is to look at both funds to see that the normal cost plus the amortized cost is the dollars due. He continued that he believed Springfield will change the figure in 2033 to less than 100% to be funded or they will add years on to the due date. Making changes today makes no sense since Springfield will be changing the rules. The unfunded amount grows because the City uses too aggressive assumptions. People live longer. We are making close to the center but until Springfield decides what they want to do, there is no reason to do anything other than use conservative assumptions. Ald. Rainey remarked that Mr. Young’s comments were very persuasive. A3.7 was approved 4 – 1. Alderman Burrus voting no.

(A4) **Resolution 50-R-10 Service Center Short Term Lease Agreement Extension**

Staff recommends approval of Resolution 50-R-10 authorizing the City Manager to extend the current lease of the one bedroom apartment on the second floor of the
Service Center, 2020 Asbury Avenue, to Ms. Sabina Mora from June 21, 2010 through August 31, 2010, to a full year lease set to end on June 30, 2011. Monthly rent will remain $800.00 per month.

A4 was approved unanimously 5 – 0

(A5) Ordinance 52-O-10 Regarding Taxicab Regulation

Staff and members of the Administration and Public Works Committee recommend City Council passage of Ordinance 52-O-10 amending sections of the City Code relating to Taxicab Service Regulations. The ordinance was discussed at the July 26, 2010, Administration and Public Works committee meeting, and was recommended for Introduction and Action by City Council on August 9, 2010. Request suspension of the Rules for Introduction and Adoption on August 9, 2010.

Ald. Rainey asked what qualifies a taxicab to be licensed in Evanston. Steve O’Sullivan (License and Measures Inspector) said that there are currently 140 (the limit) that hold licenses and are eligible for renewal every year. Ald. Rainey asked why there are only 140 to which S. O’Sullivan replied that figure was set by City ordinance. Ald. Rainey wondered if that meant the City Council could change the number and S. O’Sullivan said yes, they can. This current number was set in the 1980s. A point of interest that cuts into the taxicab revenues is that at term ends and Spring break, Northwestern charters buses to take students to the airport. Ald. Jean-Baptiste noted that the ten-dollar charter cost is well below the thirty-five dollar cab fare. Ald. Holmes asked if there were requests for more than the 140 licenses issued. S. O’Sullivan said that was the case six or seven years ago but now, there are requests only when students leave the campus. The Taxicab Advisory Board President, Alan Miller, said there have been some problems. He only heard about this meeting last Thursday. But, the concern has been around for years. Summer is especially painful with the lack of students. He noted that he was pleasantly surprised by the effort to put teeth into the ordinance. He thought the Advisory Board could help. Higher fines can help but the owners need to be communicated with. They must stop the incidences of calling in non-licensed taxicabs, not just pay fines. The Board is willing to help. This problem happens all the time. I ask the committee to hold this in committee so the Board can sit in on a discussion of possible revisions. Ald. Jean-Baptiste asked Steve O’Sullivan if the Advisory Board was functioning. The reply was that sometimes there is not a quorum. At one time there were only five members though the figure is now seven. It is hard to find a time they can all get together. Ald. Jean-Baptiste asked about the liability of enforcing this ordinance. Grant Farrar (Corporation Counsel/City Attorney) said to operate a taxicab in Evanston is a privilege not a right. It provides safety by having regulated taxicabs in Evanston. Ald. Fiske asked if Section “C” refers to a citizen who calls a taxicab from outside the city to take them to the airport. G. Farrar stated that the custom in practice is that airport calls of that nature are not enforced. S. O’Sullivan mentioned that in Chicago and Rosemont, passes are not given to cabs from out of the area. Ald. Jean-Baptiste reiterated, there is no custom like this in other cities but Evanston allows it. Ald. Rainey asked why the Council was being asked to suspend the rules and do both introduction and adoption tonight. Is there something urgent about it. Ald. Jean-Baptiste said he thought it should be introduction only. Ald, Holmes asked if the City could fine companies from outside of Evanston that send taxicabs into the city. S. O’Sullivan said there would be a excessive number to deal with. Ald. Jean-Baptiste said it is all revenue to the city but it is unfair competition to the Evanston licensed taxicabs. Ald Holmes asked how many companies
would buy a permit to work. A. Miller said a taxicab cannot have multiple licenses. Taxicab companies have taxicabs in Wilmette and operate others in Evanston. The 140 licenses is from a formula for busy times, now taxicabs are idle. Ald. Holmes said she did not understand. Are the taxicabs from Wilmette operating in Evanston without a license. A. Miller said that sometimes they circumvent the law; taxicabs are sent by the companies and are not always ones within the city at the time. Ald. Holmes asked if residents could call for cabs from outside the City. A. Miller said yes they could. A restriction cannot be enforced. What if a licensed company does not have enough cabs at that particular time. Ald. Jean-Baptiste thought the problem was other companies are being used. Some of the Evanston licensed cabs are privately owned and a call would get an outside company while our taxicabs are sitting idle. He stated that this ordinance should only be introduced at this council and be held in committee. Ald. Fiske thought that if someone has a favorite taxicab driver they can call for him and that is okay but if they catch a taxicab that just made a drop off in town that is prohibited. A. Miller said rules have been bent in those situations. Ald. Fiske asked if to enforce this ordinance will our taxicab drivers call in to the Police. G. Farrar stated that this will not be a priority for the Police Department. Ald. Rainey asked that in the next packet, something be included from the Taxicab Advisory Board.

A5 was held in committee by a vote of 5 – 0

(A6) Ordinance 65-O-10 Providing for Issuance of General Obligation Bonds, Series 2010
Staff recommends approval of the attached draft ordinance number 65-O-10 for the issuance of $6.5 million in 20-year tax-exempt and $8.0 million in 9-year taxable General Obligation Bonds. Ordinance will be completed and signed after the sale date currently scheduled for August 16, 2010. Request suspension of the Rules for Introduction and Adoption on August 9, 2010.

M. Lyons stated that this ordinance is a two-phase bond issue. One phase is for the IMRF (Illinois Municipal Retirement Fund) retirement liability and the other phase is for the Capital Improvement Fund. The amounts are 6.5 million for capital improvement and 8 million for IMRF. Ald. Burrus asked for a review of the e-mail Sam Kaplan had sent. Ald. Jean-Baptiste suggested that this item be held for discussion with the total council.

A6 introduction only was approved unanimously 5 – 0

(A7) Ordinance 55-O-10, Enacting a New Subsection 3-5-6-F1 of the City Code, “Classification and License Fees,” Class F1 Liquor License
Local Liquor Commissioner recommends City Council adoption of Ordinance 55-O-10. The one-day liquor license currently available for events not held on City property, Class F, permits the sale of beer and wine, but not liquor. The text of this ordinance mirrors the Class F regulations. Consideration arose from a request by Foodstuffs, which attended the hearing and presented testimony and facts that supported the creation of the new class of liquor license. This item was introduced but referred back to Committee on July, 26, 2010.

Ald. Rainey asked if it is correct that this license goes from Friday 2 a.m. to Sunday 2 a.m. Steven Wessel (CFO, Foodstuffs) said this is for Thursday night specifically. Ald. Rainey asked why that day and S. Wessel replied it is the big benefit dinner night. Ald. Rainey asked if it is for one time on a Thursday and S. Wessel answered yes, one event only on August 26. Ald. Rainey thought this does not need an ordinance, the Council could make an exception for one night. G. Farrar said that Ald. Rainey raised a good point. However, this is how the Illinois Commission Liquor Board works. It is for one-
day licenses. All will go before the Mayor for review. Ald. Rainey asked that the ordinance be amended to read that the Mayor inform the Alderman of the ward where the event is to be held and on what date. Ald. Burrus seconded. Mayor Tisdahl said that it is her understanding that she has the right to refuse a license. Having approved one will not set precedence.

A7 as amended was approved unanimously 5 – 0

IV. ITEMS FOR DISCUSSION

(APW1) Board of Local Improvements Update
S. Robinson (Public Works Director) presented a brief power point explanation of the Board of Local Improvements. It showed the objective, board composition and what a special assessment is. The figures showed that of 73 miles of alleys in the city, 58% have been paved. It also listed the steps residents can follow to get their alley considered for paving. Ald. Fiske said that a number of downtown businesses have been cited by the Police for their trucks unloading in the street and were told they must use the alley. They contend that the alleys are not useable. S. Robinson said the department has a good track record with homes. For businesses, Aldermen can secure a petition and try to get it signed. She noted that their input is very important.

(APW2) Proposed Ordinance 57-O-10 Amending the Evanston City Code Title 7, Chapter 13, Relating to the City Sewer System
Proposed Ordinance 57-O-10 will maintain the current sewer rate of $3.94 per bill unit to all tax-paying properties and effective January 1, 2011 establish a two-tiered sewer rate for users of the system that are tax-exempt properties.

(APW3) Proposed Ordinance 63-O-10 Amending the Evanston City Code Title 7, Chapter 12, Relating to the City Waterworks System
Proposed Ordinance 63-O-10 would institute a ten percent (10%) water rate increase. An average single family home that uses 106 billing units of water a year is currently paying $147.92 in water bills annually and with the proposed 10% water rate increase, their annual water bill will increase by $14.79 to $162.71.

Referring to both items, Dave Stoneback (Director of Utilities) said that the handouts were for getting the facts out. Ald. Burrus said that the information is out-standing and the tables great. She offered her thanks. Ald. Rainey noted that for a change she understood what she was reading. She felt however that the water user needs to understand this as well. There should be a special meeting for a full discussion. Ald. Holmes questioned the difference to non-profits, noting the District 65 was lower than District 202. D. Stoneback replied that the figures are based on water usage by an individual account. District 65 has 23 accounts and many of them did not go over 100 units. District 202 has five accounts and they all went over 100 units. Ald. Holmes said that she agreed with Ald. Rainey in that all the residents should be informed of this change. Ald. Rainey asked if the base was lower than 100. D. Stoneback said a single family uses 106 units per year. 100 units per billing account would be for large water users. The vast majority are not affected by these changes.

Junad Rizki (resident) said that a year or two ago, he asked to go on a tour of the water plant. An hour later, he was called and told that for national security reasons he could not tour. However, he noted, school children go there all the time. In the packet tonight is a
list of water mains to be replaced in FY 2011. For past projects, what was spent was not mentioned but staff asked for more money. If engineering is done in house, how much has been done? What happens to dollars not spent on capital improvements? What are the total dollars spent for asbestos abatement and furniture? Then again once approved, a request comes in for more money. He continued that he understood monies allocated for water main replacement are going to a roof replacement. As to ledger information, each project seems to have its own ledger. Mr. Rizki said that he would like these questions addressed in the coming documents.

V. COMMUNICATIONS

VI. ADJOURNMENT
The meeting adjourned at 7:25 p.m.

Respectfully submitted,
Phillip Baughner
Administrative Secretary, Administrative Services