MEETING MINUTES
Administration & Public Works
Monday, February 28, 2011
5:45 P. M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers

Members Present: Ald. Burrus, Ald. Fiske, Ald. Holmes,
Ald. Jean-Baptiste, Ald. Rainey

Members Absent:

Staff Present: Wally Bobkiewicz, Dolores Cortez, Paul D’Agostino, Jeff Cory,
Joellen Earl, Chief Eddington, Grant Farrar, Sarah Flax, Doug Gaynor, Steve Griffin, Curtis Hanawalt, Jewell Jackson, Lonnie Jeschke, Chief Klaiber, Stefanie Levine, Marty Lyons, Joe McRae,
Suzette Robinson, Patrick Sheeran, Bruce Slown, Dave Stoneback,
Rickey Voss, Davon Woodard

Presiding Member: Alderman Holmes

Declaration of Quorum
With a quorum present, Chairman Holmes called the meeting to order at 5:55 P. M.

APPROVAL OF MEETING MINUTES February 14, 2011
It was moved by Ald. Burrus and seconded by Ald. Fiske that the minutes of the
February 14, 2011 meeting be approved.
A voice vote was taken and the minutes were approved.

NEW BUSINESS

ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 2/13/11 $2,522,639.35
It was moved by Ald. Burrus and seconded by Ald. Rainey that the Payroll of
February 13, 2011 be approved. A voice vote was taken and the payroll was
approved.

(A2) City of Evanston Bills through 2/27/11 $2,212,467.23
Ald. Rainey asked for a report concerning the HPRP grant. Who handles it and
who does the counseling. Marty Lyons (Assistant City Manager) said that she
would get one quickly. Ald. Rainey thought the reimbursement for taxi coupons
shows that one company is being used more than the others. She asked if it was
because some taxis refuse to accept coupons. She also noted that there use to
be an annual report on this issue and one has not been received recently.
It was moved by Ald. Rainey and seconded by Ald. Burrus that the Bills List of February 27, 2011 be approved. A voice vote was taken and the Bills List was approved.

(A3.1) Approval of Contract Award for Watercraft Maintenance and Repair Services (Bid 11-51)
Staff recommends approval of the lowest responsive and responsible bid for Watercraft Maintenance and Repair Services (Bid 11-51) to Full Throttle Marine Incorporated (45 Baker Road, Lake Bluff, IL) in the amount of $31,860 for the period of April 15, 2011 through April 14, 2012. Funding provided by the Fleet Services Fund for Major Maintenance, Material to Maintain Autos 7710.65060 with a FY2011 budget of $910,000. The allocation for these services within the budget is $35,000.
Ald. Rainey pointed out that the City owns seven boats and that the price for this one is very good. She asked if it is a wave-runner and Doug Gaynor (Director, Parks, Recreation and Community Services Department) said it was not. Asked where the boat will be moored, D. Gaynor said that the City has a cost free slip in Wilmette. Ald. Rainey noted that the report said that there is no Evanston based business that can handle this work. She concluded that if the City had a marina, there would be several to choose from.
It was moved by Ald. Burrus and seconded by Ald. Rainey that A3.1 be approved. A voice vote was taken and it was approved.

(A3.2) Approval of Single Source Street Sweeper Repair
Staff recommends pre-approval of repair expenses associated with a bi-annual inspection, overhaul, and required repairs of Street Sweeper # 667 in an amount not to exceed $24,000 from Standard Equipment Company (2033 W. Walnut Street, Chicago, IL). Standard is the authorized single source service provider for our geographic location for Elgin Pelican products. Standard has provided an estimate of $21,829.37 for this work. Funding for this service will be provided from the FY2011 Budget, Fleet Services “Material to Maintain Autos” (7710.65060). This not-to-exceed expense amounts to 2.6% of the $910,000 budgeted for this type of service.
It was moved by Ald. Rainey and seconded by Ald. Jean-Baptiste that A3.2 be approved. A voice vote was taken and it was approved.

(A3.3) Approval of Recycling Collection Vehicle Purchase
Staff recommends approval for the purchase of a recycling collection vehicle in the amount of $153,170 from Transchicago Truck Group (776 N. York Road, Elmhurst, IL) via State Bid Contract #4015598. Funding is provided from the Fleet Services Capital Outlay Budget for Automotive Equipment (7720.65550) for the FY2011, of which $190,000 has been allocated for this purchase. Funding will be provided from two sources. The Fleet Capital Outlay Budget will provide $98,170 with the remaining $55,000 provided by a grant from the Illinois Recycling Grants Program. Grant #10-442005 sponsored by the Illinois Department of Commerce and Economic Opportunity.
Ald. Fiske asked for an opinion concerning hybrid cars. Her car after five years has dropped the mileage from 40 miles to the gallon to 20. Lonnie Jeschke (Manager Fleet Operations) said that research has been done on the subject. Chicago is going to invest in some. The downside is that the storage bins are too short for the cars. It is also financially prohibitive, they are twice the price of a regular sedan.

It was moved by Ald. Burrus and seconded by Ald. Rainey that A3.3 be approved. A voice vote was taken and it was approved.

(A3.4) Approval of Contract Award to International Piping Systems, Inc. for the Main Library Chiller Replacement Project (Bid 11-54)

Staff recommends approval of the Main Library Chiller Replacement Project to International Piping Systems, Inc. (444 E. State Parkway, Suite 123, Schaumburg, IL) in the amount of $258,300. Funding Provided by the 2011 CIP account #415950, with a budget of $281,600.

It was moved by Ald. Jean-Baptiste and seconded by Ald. Burrus that A3.4 be approved. A voice vote was taken and it was approved.

(A3.5) Approval of Renewal of Annual Oracle (IRIS) Maintenance and Support Agreement

Staff recommends approval to renew the annual sole source maintenance and support agreement for the term March 1, 2011 through February 28, 2012 with the Oracle Corporation (20 Davis Drive, Belmont, CA) for the City’s Integrated Resource Information System (IRIS) software, in the amount of $140,800. Payments to Oracle Corporation are made quarterly, in four equal payments of $35,200. There is no increase from the prior year, which is the second year that the City has saved $35,179.69 over our 2009 contract. Funding is provided by the Computer Licensing and Support operating account in the Information Technology Division. Account: 1555.62340.

It was moved by Ald. Rainey and seconded by Ald. Jean-Baptiste that A3.5 be approved. A voice vote was taken and it was approved.

(A3.6) Approval of Contract Award to Clauss Brothers Inc. for the Brummel Richmond Tot Lot Renovation Project (Bid 11-49)

Staff recommends approval of the Brummel Richmond Tot Lot Renovation Project to Clauss Brothers Inc. (360 West Schaumburg Road, Streamwood, IL) in the amount of $234,180. This project will include the complete renovation of the existing park and playground at Brummel Park, located at the corner of Brummel and Richmond. Funding provided by FY2011 CIP Account #415347 with a budget of $295,000 and by FY2011 CDBG Account #5170.6297 with a budget of $50,000. Total budgeted amount is $345,000.

Ald. Rainey thought that the length of time between construction and renovation needs to be shortened. She also mentioned that an effort needs to be made to bring the little parks up to standards. Ald. Jean-Baptiste noted that two years ago the committee received a schedule for renovations of the parks. He asked D. Gaynor if he planned to re-republish that schedule. He felt keeping the
rotation was very important. D. Gaynor said that is was a five-year plan for the City. Some of the items will be discussed at the March 22 meeting on Capital Projects. However, he stated that the plan is handled by what can be paid for. Wally Bobkiewicz (City Manager) added that there is not much money in the new CIP funds. The five-year plan is no longer valid. Ald. Jean-Baptiste said he understood that money was a big factor but asked how parks would be chosen as the City moves forward. Will the Aldermen be involved or just the Recreation Department? W. Bobkiewicz said both will have input but with limited funds, emergencies will rise to the top. He stated that he would request guidance from the Council for the FY2012 budget and how to meet the needs. We came to Council he said with a list of priority projects and then an alternate plan was created which the Council approved. Nevertheless, it is a funding issue. The new list has been pared down. Ald. Holmes asked what happens to the projects and their position in line. W. Bobkiewicz noted that is a challenge for the Council. However, the list is growing due to emergencies. The Council will be asked to give direction. Ald. Rainey referred to the current condition of the Richmond Tot Lot. All the items required are there. However, she asked why it took so long to accomplish. W. Bobkiewicz agreed. But, he said, CIP is a more realistic snap shot of readjusted priorities. Ald. Jean-Baptiste mentioned that Penny Park was supposed to be up as a priority. W. Bobkiewicz said that he understands that the Council needs to be addressed on these matters. It was moved by Ald. Rainey and seconded by Ald. Jean-Baptiste that A3.5 be approved. A voice vote was taken and it was approved.

(A4) Approval of Policy for Sponsorship and Advertising
Staff recommends that the City Council approve guidelines regarding sponsorship, advertising and strategic supplier relationships for the City of Evanston. The policy provides guidelines for the solicitation of advertising and marketing partnerships. The Development Office, under the direction of the City Manager, will be responsible for the implementation of this policy.
Ald. Fiske and Ald. Rainey asked for an elaboration on the subject. W. Bobkiewicz said that the creation of a Development Office was to maximize non-tax revenue. This plan is one way to do it. The next item talks about advertising using a third party. This policy will create the framework to continue.
It was moved by Ald. Rainey and seconded by Ald. Jean-Baptiste that A4 be approved. A voice vote was taken and it was approved 4 -1 Ald. Fiske voting no.

(A5) Approval of City of Evanston Advertising Pilot Project
Staff recommends that the City Council support the distribution of a Request for Proposal (RFP) to implement an advertising pilot project on select City assets within downtown Evanston and along the City’s lakefront. In order to secure additional external revenue from non-traditional sources staff recommend that the City Council approve the creation and distribution of an RFP for an advertising pilot project, which could provide unrestricted revenue to support the City’s programs and initiatives.
Ald. Fiske asked for an explanation of how this will appear in town. W. Bobkiewicz noted that the previous item was on how to move forward. This item is to get to a place that will be a good pilot such as naming signage on beachfront buildings and kiosks for ads. It could suggest having video cameras for pictures, signs at parking garages in vacant storefronts. This is the next step, selecting a third party to gather information of who is in this business. There are questions of ascetics and verbiage and what the market place is like. They will be charged with returning with a definite plan. This plan will include community standards. If not viable, it will be crossed off the list. Ald. Burrus did not see advertising at the beachfront but thought the parking garages were a good location. She also thought advertising special events was a good idea. She asked if the City code on signage would be imposed. She also said that the Art Institute of Chicago should be contacted. They have a very fine and unobtrusive policy on advertising. W. Bobkiewicz said the Alderman was correct. Mr. Davon Woodard is here to find a 3rd party for advertising. He is already working on sponsorships. Ald. Rainey noted that several years ago you could see the Home Depot sign from afar. At the time, she asked the City to hire someone to get a sponsorship but she never heard anything more. W. Bobkiewicz mentioned that the City raised eighteen thousand dollars in sponsorships in 2006. It was all done in house. Park festivals have sponsors. Mr. Woodard feels we can do much more. Hiring a third party is only for finding ways for advertising. Ald. Rainey stated that one thing resident’s talk about at ward meetings for park renovations is to enhance them with water works, a water feature for viewing and a fountain for drinking (both people and dogs). She also asked for a status report on the bus shelters. Suzette Robinson (Director of Public Works) said the item is on the agenda for the March 14 Council Meeting for final direction. Ald. Fiske said she was reluctant to vote tonight. Before the City moves ahead we should have community meetings. She also asked for a full explanation concerning parking garages and storefronts. W. Bobkiewicz referred to the Maple Street garage and the empty store the City owns. It could be used. Ald. Fiske asked if private owners could negotiate and W. Bobkiewicz said it is not being contemplated at present. Ald. Fiske suggested that Fountain Square should not be re-named. Viable advertising by City standards means to examine how far the City can go. Other sites have found significant income in advertising. This is only to explore non-tax revenue. Ald. Grover thought the idea had traction. She asked if existing advertising would be folded in such as on scoreboards. W. Bobkiewicz said that it would. Ald. Grover asked what would happen when standards changed. She also asked if businesses could be part of the program. Ald. Burrus thought the City could not let just anyone advertise. There needs to be a clause about right-of-refusal. Ald. Grover thought that if the code reflects business, then it is okay. If it does not, they cannot advertise.

It was moved by Ald. Rainey and seconded by Ald. Jean-Baptiste that A5 be approved. A voice vote was taken and it was approved 4 – 1 Ald. Fiske voting no.
(A6) Resolution 6-R-11 Authorizing the City Manager to Enter Into Renewals of Resident Artist Leases for Spaces at the Noyes Cultural Arts Center

Staff recommends approval of Resolution 6-R-11 authorizing the City Manager to enter into renewals of resident artist leases for the first year of a three-year lease term. Revenue from rent payments will be posted to account 3710.53565 (Noyes Center) in the City of Evanston General Fund.

Ald. Burrus questioned the amount for monthly parking, $26.00/$17.00 stating that it was a very good deal. Why she asked is the City charging so little? A Northwestern student, taking one class at Noyes, can get a permit and then use the Purple Line to get to campus avoiding higher prices in the campus area. D. Gaynor said that the fee is consistent with other lots. Non-students cannot get a permit. Ald. Rainey asked Riccy Voss (Manager Parking Systems) if you had to be associated with Noyes Cultural Arts Center to get a permit and D. Gaynor said that you do. When asked about base fees at other lots, R. Voss said the cost is $30.00 and at some sites, $50.00. Ald. Burrus asked how the City justified $17.00 when the cheapest price at other locations is $30.00 R. Voss offered to get an answer to the committee. W. Bobkiewicz noted that Ald. Burrus had drawn a correlation that had not been drawn before. He offered to hold this item for now. Ald. Rainey asked when the leases start and when told the effective date was March 1, she said that the City should not hold up this item that refers to all the leases. Ald. Fiske asked if the City will look at other facilities that offer classes and compare them. W. Bobkiewicz said there are no other like situations. Ald. Rainey asked if the lease said the tenant is entitled to a parking space. D. Gaynor referred her to Appendix D on page 176. He also said that in addition to the 35-leased spots, there are 18-metered spaces. Ald. Burrus stated that she did not understand. The City is talking about advertising but they do not look at this situation. There are more dollars available. The City is not obligated to supply a parking space. W. Bobkiewicz said that if the committee wants to make a change to Appendix D such as $30.00 across the board, they can do so. Ald. Rainey asked if the tenants have been given their leases to review. This is bad timing. How can the City do an amendment she asked. Ald. Burrus stated that there is the question of why the committee got this to review the day before the leases go into effect. W. Bobkiewicz apologized. Ald. Holmes said that the lease goes until December 31, 2011 for the first of three years. Why can’t we say the lease will be amended for January 1 2012? Ald. Fiske asked R. Voss where the resident permit parking was in the neighborhood. R. Voss said that Maple Street from Foster to Noyes was all permit parking. Ald. Fiske moved to support notifying tenants at Noyes that at the end of the first year of this lease, that parking rental cost will be reviewed for market levels. Ald. Jean-Baptiste seconded the motion.

It was moved by Ald. Jean-Baptiste and seconded by Ald. Rainey that A6 as amended be approved. A voice vote was taken and it was approved.

(A7) Resolution 12-R-11 Authorizing the General Obligation Bond Reimbursement

Staff recommends approval of Resolution 12-R-11 by which City Council would authorize that payments relating to FY2011 Capital Improvement Plan (CIP) project expenditures up to $10.0 million be reimbursed by the
subsequent 2011 General Obligation bond issuance. Total project costs to be funded from this bond issue are equal to $9,693,500.

It was moved by Ald. Burrus and seconded by Ald. Jean-Baptiste that A7 be approved. A voice vote was taken and it was approved.

(A8) Resolution 15-R-11 Interfund Loan of $4.0 Million from Parking Fund to Sewer Fund

Staff recommends the short-term interfund loan of $4.0 million from Parking Fund to Sewer Fund. This short-term loan is a temporary substitute for the General Obligation (G.O.) bonds approved to be issued in 2010-11 per the October 11, 2010 Sewer System Report (attached). In order to save on debt issuance costs, the G.O. Bonds to fund Sewer operations will be combined with the total 2011 Capital Improvements G.O. Bond issue scheduled for the spring of 2011.
Ald. Rainey asked if any of the Parking Funds 16.5 million is in cash. M. Lyons stated that it is an estimate of cash in the bank. The Parking Committee has set aside dollars for replacement of facilities. Almost all dollars in the fund are earmarked.

It was moved by Ald. Jean-Baptiste and seconded by Ald. Burrus that A8 be approved. A voice vote was taken and it was approved.

(A9) Ordinance 08-O-11, Amending City Code Subsection 8-5-3 (D) to Prohibit Depositing of Yard Waste in Any Street, Alley or Public Place

Staff is recommends introduction of Ordinance 8-O-11 to prohibit yard waste from being deposited in public places, including streets and alleys, and to establish a fee schedule for violating the proposed ordinance.

There was no motion from the floor.

(A10) Ordinance 9-O-11, Amending Title 9, “Public Safety,” Chapter 5, “General Offenses,” Section 23 “Noises Prohibited” and Other Sections of the City Code Related to Landscaping Services

Staff recommends City Council introduction of Ordinance 9-O-11 amending City Code Subsection 9-5-23-(D) “Noises Prohibited” and other Sections of the City Code related to landscaping services. Staff recommends revising the language of the ordinance to read “any leaf blower machine,” to include both electric and gas powered leaf blowers.

There was no motion from the floor. Ald. Rainey said that until eliminating leaf blowers all together, both gas and electric, with no one enforcing the ordinance, there is no reason to discuss this one. Adding another type of blower to the ordinance will not decrease the number of residents who use their blowers during the banned times. We need to figure out a way to enforce the ordinance she concluded. Ald. Burrus said that in addition to yard waste she thought these two ordinances are good. However, they are not being or cannot be enforced. Ald Jean-Baptiste said that the other issue is if the City wants to put pressure on those who got electric blowers. They have tried to comply and the City should not go after them. Ald. Fiske stated that leaf-blowers are here to stay. However, she said, the health concern is serious. It is good to move people away form gas to electric. This ordinance is not appropriate. W. Bobkiewicz said the ordinance
came about because of complaints about the noise last fall. Some feel that using electric blowers was skirting the law on gas blowers. Ald. Rainey suggested placing a warning letter on water bills to advise those with blowers that there are time restrictions. Suzette Robinson (Director of Public Works) noted that as far as enforcement is concerned, by the time the Police arrive, the user is long gone. Some crew chiefs and CD inspectors can enforce if allowed. As to yard waste in the streets, notice has been given to the residents. We have had an increase in waste collection. Ald. Rainey thought this ordinance would allow the City to fine residents who do not clean up leaves that fall from trees. Public pressure and notices have to be done. Street staff use to report many things such as lights being out, damaged areas, etc. They can report ordinance abuse. It was moved by Ald. Rainey and seconded by Ald. Jean-Baptiste that A9 be removed from the agenda. A voice vote was taken and it was approved.

(A11) Ordinance 15-O-11, Amending Civil Service Commission Rules
Staff recommends approval of Ordinance 15-0-11 amending the Civil Service Commission Rules which would grant two (2) preference points to Evanston residents, charge applicants a reasonable fee for examination, and reduce the age requirements for applicants from twenty-one (21) to twenty (20) years old.

Ald. Burrus thought this was a great idea. She stated that the City needs to talk to residents, they might be more interested. She also thought the fee might be a hardship for some. Ald. Jean-Baptiste gave thanks to Chief Klaiber for his initiative to find a way to diversify the force and to get the residents involved. Chief Greg Klaiber (Fire Chief) said a concern of his had been that so few Evanston residents are on the force. The profession can do much for the whole community with residents on the team. March 21 is the test date. Starting on March 1, ads and community activities will be held to discuss this.

Ald. Holmes noted that a suspension of rules had been asked for so this item could be introduced and go for action at City Council. The full committee agreed. It was moved by Ald. Rainey and seconded by Ald. Jean-Baptiste that A10 be approved. A voice vote was taken and it was approved.

IV. ITEMS FOR DISCUSSION
(APW1) Street Sweeping Discussion
S. Robinson presented, in a hand out, a choice of Street Sweeping options to the committee. She asked for direction to be given at the next meeting so letters can go out and signs can be changed before the April 1, 2011 effective date. There are minimal changes that are carefully outlined in the hand out. Ald. Fiske asked about the streets that are swept weekly and did not appear in the document. S. Robinson said that the downtown schedule will remain as it is. Ald. Burrus asked what street sweepings really accomplish. It does not look any different the day after a sweeping. S. Robinson said that the sweeper has a vacuum on it to suck up debris. Dump trucks then go out to remove the debris. If not kept to a minimum, such items can stop up sewers and cause flooding. The community really does look better, S. Robinson also commented that she is unaware of any community that does not provide street sweeping.
V. COMMUNICATIONS

VI. ADJOURNMENT
Ald. Burrus moved and Ald. Jean-Baptiste seconded a motion to adjourn. A voice vote was taken and the motion was approved at 7:35 P. M., February 28, 2011.

Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services