MEETING MINUTES
Administration & Public Works
Monday, May 23, 2011
5:45 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers


Members Absent:

Staff Present:  Wally Bobkiewicz, Carl Caneva, Donald Cornelius, Paul D’Agostino, Joellen Earl, Chief Eddington, Grant Farrar, Doug Gaynor, Stephen Griffin, Jewell Jackson, Shanee Jackson, Lonnie Jeschke, Rachel Kaminski, Chief Klaiber, Stefanie Levine, Marty Lyons, Joe McRae, Jeffrey Murphy, Suzette Robinson, David Stoneback, Debby Thomas, Rickey Voss

Others Present:

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 MAY 9, 2011.
It was moved by Ald. Burrus and seconded by Ald. Braithwaite that the minutes of the May 9, 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 5/8/11 $2,488,528.91
It was moved by Ald. Grover and seconded by Ald. Burrus that the payroll of 5/18/11 be approved. A voice vote was taken and it was approved.

(A2)  City of Evanston Bills FY2011 through 5/24/11 $2,979,024.98
Ald. Burrus asked if the funding Community Health used to pay for a jewelry workshop at Kreative Souls by Pilar could be used to fund other activities. She also asked who owned Kreative Souls and who decided on what activity to fund. Carl Caneva (Division Manager Environmental Health) said it was a T-Parent grant. The jewelry store is in Rogers Park. The goal of the workshop is to build entrepreneurial knowledge and self esteem. The selection was made as the owner was the only one available that had formerly been in this program. Ald.
Burrrus asked if it was correct that you had to go to a business owned by someone who had previously been in the program. C. Caneva said that he would look into the grant requirements and get back to her. Ald. Burrus asked what the next step is and why go outside of Evanston to spend our dollars. C. Caneva will look into it.

Ald. Rainey stated that she was very concerned about the answer to the questions asked about the Groot Recycling & Waste Service. At a recent community meeting, residents were very upset. They asked if any of our waste went to Veolia and we said it goes to SWANCC but it seems that all services exempt from the franchise do use Veolia. She urged that the franchise be reviewed. There is a problem brewing. Why does the City allow our garbage to go there. Suzette Robinson (Director Public Works) said the contract does limit a company from taking waste to Veolia. Ald. Rainey asked why there are several types of waste collection when the City pays hundreds of thousands to participate in SWANCC. S. Robinson said SWANCC provides a service to single family homes. Condo, or multifamily homes, collections go to Veolia. Grant Farrar (Corporate Counsel/City Attorney) said that the original discussion pre-dated him but he will review and get back to the committee. Ald. Rainey suggested that when they get into budget deliberations, all of the Bills List questions should be pulled and used as a guide for deliberation.

It was moved by Ald. Rainey and seconded by Ald. Grover that the Bills list of 5/24/11 be approved. A voice vote was taken and it was approved.

(A3.1) Approval of Contract Award for the Management and Operation of Three (3) Downtown Parking Facilities to Central Parking System (RFP 11-66)

Staff recommends contract award to Central Parking System (CPS) (1 N. LaSalle, Suite 1650, Chicago, IL) to manage and operate the Sherman Plaza, Maple Avenue and Church Street parking facilities. The contract term is for an initial 2-year and 8 month period beginning May 1, 2011 and terminating December 31, 2013 with two optional 1-year renewals, for a not-to-exceed cost of $1,007,099 for the first eight (8) months of the contract, $1,511,299 for year two (2) and $1,545,977 for year three (3). Funding is provided by the Parking Fund.

Ald. Grover noted that the City has had a contract with CPS for a long time and they did not score very high on this new bid. She asked if they have worked out the concerns the committee had. Rickey Voss (Manager Parking Systems) stated that the shortcomings are being worked on. By December 2011, they have to come up with a plan to address minor shortcomings. Ald. Rainey pointed out that on page 47, the proposal was for the Sherman Plaza Self Park but in fact, the contract is for three garages. R. Voss said that that was an over-site on his part, the RFP is for all three City garages.

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 Contract for Meter Transmission Units Purchase to Water Resources Inc. (Bid 12-24)

Staff recommends City Council approval of a two-year contract in response to Bid 12-24 for Meter Transmission Units Purchase to Water Resources Inc. (390 Sadler Avenue, Elgin, IL) in the amount of $58,000. Funding for the
contract will be from the Water Fund. In FY 2011, funding is in the amount of $25,100. In FY 2012, funding will be provided in the amount of $32,900. Ald. Grover noting that this was a contract for only a few Meter Transmission Units asked if the anticipated move to order more in 2013 meant that this contract would automatically roll-over. David Stoneback (Director of Utilities) said that in 2013 the City will need to replace all 14,400 MTUs. In 2013 it will be decided what service to use, new or continuing. Ald. Rainey asked if each resident account had an MTU and D. Stoneback replied that they do.

It was moved by Ald. Grover and seconded by Ald. Burrus that A3.2 be approved. A voice vote was taken and it was approved.

(A3.3)Approval of a One-month Extension to the City’s Current Electricity Supply Agreement with MidAmerican Energy Company and Approval of an Electricity Supply Agreement for 23 City Owned Facilities based on Bids to Be Received on May 23, 2011 (RFP 12-23)

Staff recommends approval of a one-month extension to the City’s current Electricity Supply Agreement with MidAmerican Energy Company (4299 NW Urbandale Drive, Urbandale, IA) and approval of an Electricity Supply Agreement with the low, responsive and responsible proposer to RFP 12-23 to supply electrical energy to twenty-three (23) City owned facilities beginning July 1, 2011. The low responsive and responsible proposer will be determined upon receipt of pricing on the morning on May 23, 2011, which will then be presented to Administration and Public Works Committee that night.

D. Stoneback passed out two memos: 1) Purchase Price Proposal from MidAmerican Energy Company for One-Month Extension of the City’s Electricity Supply Agreement and 2) Approval of an Electricity Supply Agreement for 23 City Owned Facilities. Referring to the first memo, he stated that when the City went out with proposals, ComEd changed the term required to switch purveyors of electricity from seven days to eighteen. The graph shows that prices are increasing. The fixed prices are a little higher than those currently being paid. The monthly bill will go from 88K to 90K. D. Stoneback said that in this industry that is reasonable. Referring to the second memo, he said the three-year contract with Exelon is to provide electrical energy for three years (36 months) at $0.04931 per kilowatt-hour. The annual cost difference for the 25% renewable energy option is less than 2% of the annual total energy cost. Ald. Rainey asked D. Stoneback to give an idea of what renewable energy is. D. Stoneback replied that in this case it is energy from a dam. 25% of renewable energy at Exelon is all from their dam. Ald. Rainey asked what other communities are doing. D. Stoneback said that he did not know. State law requires, he continued, 6% renewable energy in all new contracts. Northwestern University uses Exelon, I got to know them, and they made a proposal to the City. Ald. Grover asked if there was a discussion at the Utilities Committee to discuss this policy change. D. Stoneback said the City is interested in going green. The increase in cost is less than 2% overall. In a three year term, 9K plus more a year will be realized which is slightly over the 1% of current costs.

Ald. Grover moved that Amendment (memo) #1 be passed, Ald. Rainey seconded. A voice vote was taken and it passed. Ald. Grover moved that
Amendment (memo) #2 be approved and Ald. Rainey seconded. A voice vote was taken and it was passed.

(A3.4) Approval of Professional Services Contract to Behles + Behles for Service Center Locker Room Renovation Project (RFP 12-14)
Recommend award of design services for the Service Center Locker Room Renovation Project to Behles + Behles (818 Church Street, Evanston, IL) at a total cost of $40,200. Funding is provided by FY 2011 CIP Account #415227 with a total allocation of $37,500 and anticipated FY2012 CIP funding of $2,700.
It was moved by Ald. Rainey and seconded by Ald. Burrus that A3.4 be approved. A voice vote was taken and it was approved.

(A3.5) Approval of a Sole Source Purchase for the BAS Upgrade Project at the Evanston Service Center
Staff recommends approval of a sole source purchase of Andover brand Building Automation System (BAS) controls from Schneider Electric (17475 Palmer Blvd, Homewood, IL) for the BAS Upgrade Project at the Evanston Service Center in the amount of $97,000. Funding is provided by CIP Account #415228 with a total allocation of $100,000.
It was moved by Ald. Rainey and seconded by Ald. Braithwaite that A3.5 be approved. A voice vote was taken and it was approved.

(A3.6) Approval of Contract Award Recommendation to NES, Inc. for the Abatement and Disposal of Asbestos Containing Material at the Lorraine H. Morton Civic Center (Bid 12-18)
Staff recommends approval of the abatement and disposal of asbestos containing material at the Lorraine H. Morton Civic Center to NES, Inc. (19015 Jodi Road., Unit B, Mokena, IL), in the amount of $44,000. Funding is provided by CIP Account # 415175.65510 with a total allocation of $450,000.
Ald. Burrus mentioned that is seems that over the past two years this expense has come up a lot. She asked if the City was close to being done. Stefanie Levine (Assistant Superintendent Facilities) said that this should completely take care of the ground floor. Ald. Rainey asked where this compound is disposed of. S. Levine said that that substance is packed in specific containers and shipped in a specific manner to a landfill.
It was moved by Ald. Rainey and seconded by Ald. Grover that A3.6 be approved. A voice vote was taken and it was approved.

(A3.7) Approval of Contract with Nels Johnson Tree Experts, Inc. for the 2011 Dutch Elm Disease Control Program (Bid 12-28)
Staff recommends approval of a contract in the amount of $697,305 with Nels Johnson Tree Experts, Inc. (NJTE) (912 Pitner Avenue, Evanston, IL) for the 2011 Dutch Elm Disease Control Program. Funding for this contract will come from the General Fund (3535.62496) in the amount of $216,400 and Reserve funds from previous years (100.41332) in the amount of $513,216.
Ald. Burrus noted that here the City goes into another budget season and we are supposed to be prepared to cut in areas where we do not have funds. Ald. Grover asked how residents were informed that there is a way they can participate for elm trees on their property. Paul D’Agostino (Parks/Forest & Facilities Management Supervisor) stated that there was no data base available to locate private elms. His department will be advertising and be ready to talk about the program and the cost with residents.

It was moved by Ald. Rainey and seconded by Ald. Braithwaite that A3.7 be approved. A voice vote was taken and it was approved 3 – 2. Aldermen Burrus and Holmes voted against its passage.

(A3.8) Approval of Contract with Morton Salt for Purchase of Rock Salt (Bid 12-22)
Staff recommends City Council approval of a contract for the purchase of up to 7000 tons of rock salt to Morton Salt (123 N. Wacker Drive, Chicago, IL) for a winter season total of $419,490. Funding for this purchase will be from the Snow and Ice Control Fund, 2680.65015. Funding is to be split between FY 2011 ($200,000) and FY2012 ($219,490).

Ald. Rainey asked what percent of the total was earmarked for Districts 65 and 202 and for Northwestern. S. Robinson said they will get up to 1000 pounds. Ald. Rainey asked if the City should buy more and S. Robinson replied that the City uses 8 to 9 thousand pounds. There is a surplus on hand of 1500 pounds in the salt dome. This all should last through the winter season.

It was moved by Ald. Grover and seconded by Ald. Rainey that A3.8 be approved. A voice vote was taken and it was approved.

(A3.9) Approval of Annual Harley Davidson Lease Agreement for the Evanston Police Department
The staff of the Fleet Services Division of the Public Works Department and Police Department recommend City Council approval for the City Manager to sign a one (1) year lease agreement with Chicago Harley Davidson Inc. (2929 Patriot Boulevard in Glenview, IL) in the amount of $23,940 for the period of June 1, 2011 to June 1, 2012 for seven (7) leased Harley Davidson motorcycles. Funding is provided by Fleet Capital Outlay, Vehicle Lease Charges (7720.62402) with a budgeted amount of $25,000 for this lease expense.

It was moved by Ald. Rainey and seconded by Ald. Burrus that A3.9 be approved. A voice vote was taken and it was approved.

(A3.10) Approval of Contract with Carl Walker, Inc. for Design Engineering Services for Emergency Repair of Service Center Parking Deck
Staff recommends approval of the contract for Parking Deck Restoration Design Engineering Services to Carl Walker, Inc. (1920 South Highland Avenue, Suite 210, Lombard, IL) to facilitate the emergency repair of the Evanston Municipal Service Center, Building D, parking deck. Funding for this work will come from the CIP Fund “Service Center Parking Deck Repairs” (415224) in the amount of $44,300. The budgeted amount is $50,000.

It was moved by Ald. Rainey and seconded by Ald. Braithwaite that A3.10 be approved. A voice vote was taken and it was approved.
(A3.11) Approval of Single Source Purchase of Library Automation Services from Cooperative Computer Services

Staff recommends approval of the single source purchase of library automation services from Cooperative Computer Services (CCS) (3355 J. Arlington Heights Rd., Arlington Heights, IL) in the amount of $82,613.74. This is a 1.7% decrease over last year on an annualized basis. Funding in the amount of $78,053 will be from the Library’s Technical Services Computer Licenses and Support account (2835.62340) and $4,560.74 from the Adult Services Computer Licenses and Support account (2806.62340). The City Council approved an intergovernmental agreement with Cooperative Computer Services for the provision of library automation services in 2005.

It was moved by Ald. Rainey and seconded by Ald. Burrus that A3.11 be approved. A voice vote was taken and it was approved.

(A4) Resolution 32-R-11: Authorizing the City Manager to Execute a Five (5) Year Lease Allowing Continued Use of Parking Lot 38 Located 1016 Grove Street

Staff recommends City Council approval of Resolution 32-R-10 authorizing the City Manager to enter a five (5) year lease allowing continued use of City Parking Lot 38 located at 1016 Grove Street. Lease will be with the Young Men’s Christian Association (YMCA) located 1000 Grove Street, Evanston, IL 60201. Funding for the lease will be provided by the Parking Fund, Account 7015.62375.

Ald. Grover asked if the City owned the metered parking lot behind the Y. R. Voss said the City lease lot 47 but that the Y is not renewing the lease this year. It was not used very much and the Y wants it for staff vehicles.

It was moved by Ald. Grover and seconded by Ald. Burrus that A4 be approved. A voice vote was taken and it was approved.

(A5) Resolution 28-R-11: Authorizing Lease of First Floor Civic Center Office Space to the League of Women Voters of Evanston

Staff recommends approval of Resolution 28-R-11 which authorizes a new one-year lease for first floor office space with the League of Women Voters of Evanston from June 1, 2011 to May 31, 2012 with a rent increase of 3% from $208.00 per month to $214.00 per month.

It was moved by Ald. Rainey and seconded by Ald. Burrus that A5 be approved. A voice vote was taken and it was approved.

(A6) Resolution 33-R-11: Authorizing the Open Space Lands Acquisition and Development (OSLAD) Grant Application for the Centennial Park Lagoon

Staff recommends approval of Resolution 33-R-11 which authorizes the City Manager to sign the Resolution of Authorization for the Open Space Lands Acquisition and Development (OSLAD) grant application through the Illinois Department of Natural Resources for the Centennial Park Lagoon.
Renovation Project. The program operates on a reimbursement basis providing up to 50% assistance for approved project costs. A private donor has offered a $500,000 donation in support of this project. The OSLAD grant application will request a maximum grant award of $400,000. A commitment of $100,000 in Capital Improvement Program (CIP) funding through the pending FY 2012 budget will also be required.

Ald. Burrus gave a big thank you to the donor. Ald. Rainey seconded and added that she wished they could meet the donor personally to thank him or her for this wonderful gift to the City. Doug Gaynor (Director Parks, Recreation and Community Services Department) mentioned that in the next few weeks, there would be an event in the park where the donor will be publicly recognized.

It was moved by Ald. Rainey and seconded by Ald. Burrus that A6 be approved. A voice vote was taken and it was approved.

(A7) Ordinance 28-O-11 Authorizing the City to Borrow Funds from the Illinois Environmental Protection Agency Water Pollution Control Loan Program

Staff recommends approval of Ordinance 28-O-11 authorizing the City to borrow funds from the Illinois Environmental Protection Agency Water Pollution Control Loan Program. Loan funds will be used for the construction of the Large Diameter Sewer Rehabilitation Phase I project. This ordinance authorizes the City to borrow up to $4,000,000. The debt service will be paid from the Sewer Fund. Staff has attached a revised long-term funding analysis that includes this loan and the debt service for repayment.

Ald. Rainey asked for an indication of how many phases there might be. D. Stoneback noted that the type of work proposed is to redo the lining on larger diameter pipes. It is a less disruptive job because there is less open work. Ald. Rainey asked how much will it cost and D. Stoneback replied it will cost four million dollars. Ald. Rainey asked, how many phases. D. Stoneback stated this proposal is in two phases for two million but if IEPA offers more, the City is prepared to do more work. These two phases will take about eighteen months but not per area worked on. If loans keep coming in, it will be a longer process. Marty Lyons (Assistant City Manager) stated that 7.2 miles of work equates to about 14 million dollars in total. This is a smaller scale portion. It will also allow a decreasing debt bond to the City. Ald. Holmes asked if there is a plan to communicate with the community before and during this work. D. Stoneback noted that he has already started talking with Ald. Grover. He added that applying for the loan, means that this ordinance has passed. This timing means that the work will not start until January 2012.

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

(A8) Ordinance 47-O-11: Provisionally Adopting, Enacting and Re-enacting Titles 1, 2, and 11 of the Evanston City Code

Staff submits for review and consideration adoption of Ordinance 47-O-11 provisionally amending the following Titles to the Evanston City Code:
1) Title 1, General Administration; 2) Title 2, Boards and Commissions; and 3) Title 11, Administrative Adjudication.

Ald. Grover said that she was pleased to see these amendments that bring gender neutrality. Our title as Alderman still is a question. I propose she stated that for the purpose of code, we change Alderman to Council Member. Now is the time to think of a change as we work on the City Code. Ald. Rainey noted that she did not support that view however she said, this kind of work should go to the Rules Committee. G. Farrar noted that he is looking at municipal codes that refer to Aldermen, but said he would look into other terms.

It was moved by Chairman Ald. Holmes that this item be referred to the Rules Committee. A voice vote was taken and it was approved.

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT

Ald. Grover motioned and Ald. Rainey seconded to adjourn. A voice vote was taken and the motion was approved at 6:55 p.m., May 23, 2011.

Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services