MEETING MINUTES
Administration & Public Works
Monday, May 29, 2012
5:45P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers

Members Absent:  Ald. Grover

Staff Present:  Wally Bobkiewicz, Cheryl Chukwu, Dolores Cortez, Paul D’Agostino, Bob Dorneker, Chief Eddington, Grant Farrar, Doug Gaynor, Bob Gustafson, Lonnie Jeschke, Karen Danczak Lyons, Marty Lyons, Jim Maiworm, Jeff Murphy, Ashley Porta, Nancy Radzevich, Suzette Robinson, Jennifer Spaulding, David Stoneback, Matt Swentkofske, Rickey Voss, Paul Zalmezak

Others Present:   Eric M. Poders – Resident of Morton Grove
Scott Inbinder – Vice President, Bonnie Management
Robert Rychlicki – Executive VP, Kane McKenna & Associates
Nicholas Greifer – Vice President, Kane McKenna & Associates

Presiding Member:  Alderman Burrus

I.   DECLARATION OF A QUORUM: ALDERMAN BURRUS, CHAIR
With a quorum present, Chair Burrus called the meeting to order at 5:55 p.m.

II.   APPROVAL OF MINUTES OF REGULAR MEETING OF May 14, 2012
A voice vote was taken and the minutes were unanimously approved.

III.   ITEMS FOR CONSIDERATION
(A1) City of Evanston Payroll through 05/06/12 $2,502,402.48
A voice vote was taken and the Payroll through 05/06/12 was unanimously approved.

(A2) City of Evanston Bills FY2012 through 05/30/12 $3,730,944.71
A voice vote was taken and the Bills through 05/30/12 were unanimously approved.

(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.

Ald. Holmes asked about the large difference between percentages paid to the vendor and the City for the Outdoor Youth and Adult Private and Semi-Private Lessons compared to the other tennis contracts. Doug Gaynor (Director Parks, Recreation & Community Services Department) stated that the percentage is based on the expected number of participants in a category. The more participants, the higher the percentage paid to the City.

A voice vote was taken and A3.1 was unanimously approved.

(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.

A voice vote was taken and A3.2 was unanimously approved.

(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.

A voice vote was taken and A3.3 was unanimously approved.

(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.

Ald Rainey asked if the City really allowed for the installation of residential electrical grade systems. Paul D’Agostino (Parks/Forestry & Facilities Management Supervisor) said that unfortunately the installation was allowed to keep costs down.

A voice vote was taken and A3.4 was unanimously approved.

(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.

A voice vote was taken and A3.5 was unanimously approved.
(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.  
Ald. Rainey asked why this was an eleven month contract as she recalls the Library Board is to take over the responsibility for their funding. She asked if the City was going to pick-up some of the costs. Karen Danczak Lyons (Library Director) replied that every bill and renewal is being analyzed towards this change. Some renewals for a year gave a better price as is the case with this contract. Ald. Rainey stated that she liked the product but she does not like the way the renewal is being done. Is the City going to cover three or five-year contracts that come up she asked. Where is the line drawn. This addresses the issue of the division of funds. Marty Lyons (Assistant City Manager/CFO) said it was his understanding that this is a contract going forward eleven months. There will be a pro-rata of the tax levy, which will be seen in the financial reports. Ald. Rainey than asked why the library expenses are listed throughout the bills list. She concluded that the City needs to segregate these expenditures. M. Lyons said that he would see to it.

A voice vote was taken and A3.6 was unanimously approved.

(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.

Ald. Holmes asked why the City needs to do this. Ald. Rainey said that she would like to clarify this item. It has been an ongoing item for many years. It is an expenditure for our use of the GIS system that you can only look at internally. The Cook County Assessor requires it. It shows detailed tax information. I feel that there is a lot of garbage in it and the information is not always current. But, the up to date information is very valuable. Ald. Holmes, who has frequently used the program, having seen the reference to the Deputy Assessor believed that the Township Assessor’s office was involved. The confusion was cleared up and the question withdrawn.

A voice vote was taken and A4 was unanimously approved.

(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).

A voice vote was taken and A5 was unanimously approved.
(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.

A voice vote was taken and A6 was unanimously approved.

(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.

A voice vote was taken and A7 was unanimously approved.

(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.

A voice vote was taken and A8 was unanimously approved.

(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.

A voice vote was taken and A9 was unanimously approved.

(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.

Ald. Rainey noted that the owners of Ward Eight were here tonight. One of the things she wanted to ask for is the Council to suspend the rules and allow for the Introduction and Action this night. She had thought this request would be before the Liquor Commissioner a few weeks ago. There is no way to know how long the State will take to issue a license. As soon as the Mayor signs the ordinance, the owners can apply for the license. Their business depends on the earliest resolution.

A voice vote was taken and A10 was unanimously approved allowing for a suspension of rules to allow Introduction and Action on May 29, 2012.
Paul Zalmezak (Economic Development Coordinator) presented a brief introduction of the proposed Dempster/Dodge TIF redevelopment project. He introduced Scott Inbinder – Vice President, Bonnie Management, Robert Rychlicki – Executive VP, Kane McKenna & Associates and Nicholas Greifer – Vice President, Kane McKenna & Associates. He mentioned that at the May 14 City Council meeting, the members had several questions that he hoped would be answered tonight. The Economic Development Department is asking for a suspension of rules on these three ordinances as approval before June 1, 2012 will give the City an additional three million dollars.

Property Owner Vice President, Scott Inbinder took the floor:

Ald. Rainey asked what plans he had for the property. S. Inbinder said that when the property was bought, the plans included upgrades to make it a more vibrant location. Tenants that fit are few and far between. Our efforts, he said, have been to upgrade for new tenants. Ald. Rainey recognized that he could not say who might come in but she asked, what standards do you have. Are you looking for big tenants, little tenants to fit existing spaces. Do you have a particular kind of tenant or are you looking for a mix. S. Inbinder replied that the market dictates the tenants open to the neighborhood and to each other. We are looking at all possible tenants he said. Big stores have many requirements from proximity to other stores to the size of the property. We look to large tenants first and then to the smaller ones. Ald. Rainey asked how he would describe this market. S. Inbinder noted that a lot of national tenants have looked at the property and characterized it as not being a regional location. Downtown Evanston and Old Orchard are such, with more traffic and a bigger flow of customers. This center has a more neighborhood feeling, which attracts a different type of tenant. Tenants want to be with other tenants that compliment them. Ald. Rainey wondered if he saw that as the difference with the Howard/Hartrey development. S. Inbinder said yes, they are two different types. Ald. Braithwaite asked him to share his short term plans to improve the property. S. Inbinder replied that at this time, landscaping, painting, cleaning and deferred maintenance is being done. They have to be careful how far they go as tenants have certain requests about what they want. We do not want to have to redo anything. Ald. Holmes asked if he was open to new ventures such as a bowling alley. S. Inbinder said absolutely, we are open to all things. But, other tenants have some control. Dominick’s has restrictions in their lease about what can and cannot be in the mall. A bowling alley is a no-go due to their concerns about parking availability. We have engaged them in a conversation on this very subject. Ald. Braithwaite mentioned that he has had discussion with Mr. Inbinder and actually had left a message for Dominick’s this very day. Ald. Burrus opened her remarks with stating she is against this area becoming a TIF project. She thanked Bonnie Management for buying the property. She said she agrees that the market will decide what tenants come in. TIF will not be much help in those decisions. She continued, if TIF offers incentives to tenants, what do you think they would be. S. Inbinder said that some tenants could not afford to build out a space, so TIF could help. If I did it, we would have to raise the rent and that would get us a different tenant. Ald. Burrus reiterated that to use tax payer dollars to build out space could also lower the rent. S. Inbinder stated that old tenants might want a new façade to update their look, this could be a use of TIF funds. Ald. Burrus said that the City has a facade program in place. S. Inbinder said there is a problem with the stores on the corner of the lot. They are referred to as Out-lot Buildings. They tend to block the back of the mall and so tenants do not desire those parcels. Out-lot buildings could be torn down and placed elsewhere but the tenants would not pay for this. Ald. Rainey recalled how she had defended Dominick’s when it first came in. She thought it was now time for them to change their stance. Ald. Braithwaite and I, she said, had met with a potential tenant and it was a question of the
out-lot building blocking the view of the back center of the plaza which not surprisingly is vacant now. The tear down would be a typical expense for TIF monies. Those costs are very high. Ald. Burrus said she did not believe that this meets the criteria of a TIF. She continued, I have not seen any plans so far. This should be just a new owner who markets it, etc. What would the City be giving this parcel for 23 years. P. Zalmezak said it might be 23 million over the 23 years. Ald. Burrus restated this, one million per year for this parcel. P. Zalmezak agreed that the TIF increment could generate one million per year. Staff can use funds for TIF eligible expenses. Ald. Burrus replied, I cannot imagine, we should not be imagining, that this much of money would be for one parcel. Ald. Rainey said the good thing is you cannot spend it if you do not generate the increments. Howard/Hartrey is an example of how a TIF can be successful. Ald. Burrus reminded all that the shopping mall was not there at Howard/Hartrey but built after the TIF was started. Ald. Braithwaite thanked Ald. Rainey for the input. He then said that he had been reading about the soil at Dempster/Dodge and wanted to know about the soil remediation. Especially he said, if they have to dig down for new tenants. P. Zalmezak related that he understood that the digging could mean serious environmental remediation. There would be a significant cost for what you would expect in the market place. It would be a TIF eligible expense. Ald. Burrus thanked Mr. Inbinder for his time.

(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.
Ald. Rainey suggested that the members approve the request for a suspension of rules for all three ordinances and say no on an item if they so desire. Ald. Burrus thought they should not make these ordinances special. Ald. Braithwaite asked about the significance of missing the June 1 deadline. P. Zalmezak stated that if the deadline is missed the City could anticipate a three million dollar loss. This is a projected number he said. Ald. Burrus noted that the figure could be less. A voice vote was taken and A11 was approved 3 – 1, Ald. Burrus voting "no."

(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.
A voice vote was taken and A12 was approved 3 – 1, Ald. Burrus voting “no.”

(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.
A voice vote was taken and A13 was approved 3 – 1, Ald. Burrus voting “no.”
IV. ITEMS FOR DISCUSSION

Ald. Burrus called upon resident Eric Poders, 7940 Foster Street, Morton Grove, who asked to address the members concerning an incident at an Evanston beach. He started by saying that he loved Evanston and has been going to the beaches for at least 25 years. He felt he had to relate an incident that happened just this morning. He always purchases a non-resident beach token. He did not realize that the opening day had been moved up. This morning he got up early and got to the beach by 10 a.m. At 10:30, a staff member asked him if he had a beach token and was told if not, since it was after 10:30, to stay he would have to pay $8.00. To follow-up, he was put in contact with Paul D'Agostino of Parks and Forestry who listened and said he would call back. The return call was to say that without a token or paying the $8.00, he would have to leave. Mr. Poders than went to the Civic Center and Bob Dorneker the Superintendent of Recreation, gave him a copy of Ordinance 7-O-3 governing the admission to Evanston beaches. He then proceeded to look up the word “admissions” in both the English language and American language dictionaries. The general definitions he said seem to be the “act of processing admission,” “granting of a position” and “the process of entering or being allowed to enter.” He closed by asking for some answers to this and said that he would be speaking out at the full Council meeting later this evening. Ald. Burrus said that Mr. Grant Farrar, the City Attorney, would get a response to him.

(APW) Discussion of Revision to the City's Banner Policy

Suzette Robinson (Director Public Works) opened this discussion saying that a year ago, a policy was presented on the use of light poles. More information was requested. Her Department wanted to recoup costs of installation and removal of banners and so, a policy was prepared. It takes she, estimated, 45 to 60 minutes to install ten banners plus personnel and equipment. Ald. Burrus asked how much brackets cost and S. Robinson said she would get those costs to her. She continued saying the City wants a policy for all of the City except downtown, which will be administered by Downtown Evanston. It was thought at the time that less money should be asked for than what was presented. Ald. Burrus asked to be reminded when she ever made such a statement. Ald. Holmes said she was the one who made the statement because of the lack of funds in the neighborhoods. Ald. Burrus asked if true, the City is not covering its costs and S. Robinson replied, right. Ald. Burrus asked if businesses and not-for-profits paid the same. S. Robinson said that is correct with businesses paying an additional $5.00 per banner. Ald. Burrus suggested that these prices are the cheapest advertising cost around. Ald. Rainey asked under what circumstances this would be allowed. How would a hospital celebrating 200 years be categorized. S. Robinson responded that if a store wants to hang a banner they would pay more. The business districts also get dollars from Economic Development to buy banners. Ald. Burrus asked who decides if there is competition for poles and dates. S. Robinson stated that the policy is first come first served. Ald. Burrus suggested that the City paying for insurance, brackets and labor stands to lose upward of $75.00 for each time a banner goes up. She said she was bewildered that this is the best the City can do. We need to support non-profits but why support businesses. These lost costs could cover the planting of a tree. S. Robinson said that they had a more aggressive plan and were asked to go back to the drawing board. Wally Bobkiewicz (City manager) said the City shares the
committee’s frustration. It is a poorly implemented and managed policy. Community standards have changed. We will take this back and give it more work. Ald. Rainey asked to be told something good about the banner policy. What is the advantage she asked. W. Bobkiewicz suggested that Ward or neighborhood delineation of an area was good. It is good for business associations, and the third category such as YOU or the YMCA or school celebrations. Ms. Robinson and her staff tried to get this all together but you have shown your interest in further discussion he concluded. Ald. Rainey thought a new policy for anniversaries only might be considered. It is too expensive to maintain. And she noted some banners are up until they are shredded. That does not look good she added. Ald. Holmes remarked that there were City banners before she became an Alderman. They helped to show the residents the size of their ward. CDBG paid to buy the banners. Actually, the Ward would prefer signs instead of banners but that is another question. W. Bobkiewicz reiterated Ald. Rainey’s suggestion that the policy be for anniversaries only. He said a new policy will be brought back. Ald. Burrus said that it must be open to discussion. W. Bobkiewicz said they would focus on non-profits and special events.

V. COMMUNICATIONS

VI. ADJOURNMENT
Ald. Holmes moved and Ald. Braithwaite seconded that the meeting be adjourned. Chair Burrus adjourned the meeting at 7:10 p.m.

Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services