MEETING MINUTES
Administration & Public Works
Monday, July 25, 2011
5:45 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers


Members Absent:

Staff Present: Godwin Chen, Paul D’Agostino, Robert Dorneker, Chief Eddington, Grant Farrar, Sarah Flax, Doug Gaynor, Louis Gergits, Stephen Griffin, Curtis Hanawalt, Jewell Jackson, Shanee Jackson, Lonnie Jeschke, Marty Lyons, Nancy Radzevich, Paul Schneider, Dave Stoneback, Rickey Voss

Others Present: Fay Lomax Cook - Resident

Presiding Member: Delores Holmes

I. DECLARATION OF QUORUM
With a quorum present, Chairman Holmes called the meeting to order at 5:50 P.M.

II. APPROVAL OF MINUTES OF REGULAR MEETING of July 11, 2011
It was moved by Ald. Burrus and seconded by Ald. Braithwaite that the minutes of the July 11, 2011 meeting be approved. A voice vote was taken and the minutes were approved.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 07/17/11 $2,836,107.68
It was moved by Ald. Burrus and seconded by Ald. Grover that the payroll of 07/17/11 be approved. A voice vote was taken and the payroll was approved.

(A2) City of Evanston Bills FY2011 through 07/26/11 $2,483,592.30
Ald. Rainey asked for a fuller explanation of the seized fund check for $8,016. Chief Eddington stated that this was a case of an arrest where the defendant was found not guilty and the money had to be returned to him. It was moved by Ald. Burrus and seconded by Ald. Grover that the bills list of 07/26/11 be approved. A voice vote was taken and the bills list was approved.
(A3.1) **Approval of Contract Award for James Park Irrigation System Improvement Project to Halloran & Yauch, Inc. (Bid 12-30)**

Staff recommends that City Council authorize the City Manager to execute a contract for the James Park Irrigation System Improvement Project to Halloran & Yauch, Inc. (28322 Ballard Drive, Lake Forest, IL) for the base bid plus alternate 1 in the total amount of $79,340. Funding will be provided by FY2011 Capital Improvements Program (CIP) #415411 totaling $80,000 and additional $20,000 from FY2011 CIP #415410.

Ald. Grover asked why an authorization for 100K was being asked for when the total amount due is $79,340. Marty Lyons (Assistant City Manager) said that after expenditures there is only a nominal sum remaining in the allocation being asked for.

Ald. Burrus moved and Ald. Braithwaite seconded that A3.1 be approved. A voice vote was taken and it was approved.

(A3.2) **Approval of Contract Award for the Twiggs Park Renovation Project to Clauss Brothers Inc. (Bid 12-42)**

Staff recommends that City Council authorize the City Manager to execute a contract for the Twiggs Park Renovation Project for the base bid to Clauss Brothers Inc. (360 West Schaumburg Road, Streamwood, IL) in the total amount of $74,012. Funding will be provided by FY 2011 Community Development Block Grant (CDBG) #5170.62830 ($40,000) and a reallocation of FY2010 CDBG funds ($34,892).

Ald. Rainey noted that this item was discussed in a CD Block Grant meeting. Her concerns are that the funding sources are questionable. She was under the impression from Marty Lyons that funds from other CD projects would be used. M. Lyons said that her memory is correct. Ald. Rainey said that she wanted to move forward with this project but would hope that at the end, the CD funds would be reimbursed. Her concern is that using façade improvement funds for something else will leave that fund depleted for future work in the designated area. She feels that the monies should be left in the fund they were designated for. Ald. Holmes noted that they had been told that this use would not deplete the funds even though they only run through December. Ald. Burrus asked for a brief description of the funds so they can be sent to the neighborhood groups in hopes that they might apply to use them. Ald. Holmes asked that the amounts available also be included. Sarah Flax (Planner Community Development) said she would be happy to compile the documents for Neighborhood Initiatives but reminded the committee that there are restrictions on who is eligible for the funds. Ald. Grover asked for confirmation of the proposed work, installing a gateway, removing a ComEd services area and some landscaping. Paul D’Agostino (Parks/Forestry & Facilities Maintenance) said that she was correct.

Ald. Grover asked for confirmation of the proposed work, installing a gateway, removing a ComEd services area and some landscaping. Paul D’Agostino (Parks/Forestry & Facilities Maintenance) said that she was correct. Ald. Rainey again noted that there are other monies to be used and this fund should be used as designated. Ald. Holmes asked M. Lyons that if in fact other funds are available could they replace these funds that are being use. M. Lyons said yes, and he would work with S. Flax especially on the use it or lose it funds.

Ald. Burrus moved and Ald. Grover seconded that A3.2 be approved. A voice vote was taken and it was approved.
(A3.3) Approval of Contract Award Recommendation to O'Hara Construction, Inc. for the Cabinet Replacement at the Fleetwood-Jourdain Community Center (Bid 11-62)

Staff recommends that City Council authorize the City Manager to execute a contract for the Cabinet Replacement at the Fleetwood-Jourdain Community Center Project with O'Hara Construction, Inc. (636 Ridge Avenue, Evanston, IL) in the amount of $26,360. Funding will be provided by FY2011 Community Development Block Grant Account # 5275.62800 totaling $30,000.

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

(A3.4) Approval of Contract for North Fuel Tank Repairs

Staff recommends that the City Council authorize the City Manager to execute a sole source contract with Metro Tank and Pump Company (1111 West Dundee Road, Wheeling, IL) in the the amount of $23,948.00 to repair two underground storage tanks (UST) at the service center. In order to expedite this critical repair since North Tank #1 is already exposed, staff recommends a sole source contract with Metro. This underground storage tank holds 87 octane gasoline. Funding will be provided by FY2011 Municipal Service Center Account # 2610.65515.

Ald. Burrus moved and Ald. Braithwaite seconded that A3.4 be approved. A voice vote was taken and it was approved.

(A3.5) Approval of Contract Award for Towing Services to North Shore Towing, Inc. (RFP 12-37)

Staff recommends that City Council authorize the City Manager to execute a contract with North Shore Towing, Inc. (2527 Oakton, Evanston, IL) to provide towing and other related services for the City. The contract term is for an initial 3-year period commencing on August 1, 2011 and terminating on July 31, 2014 with two optional 1-year renewals. Funding is provided by General Fund account 1941.62451 (Boots and Tows).

Ald. Burrus noted that she has had complaints from residents about Northshore trucks going down Oakton Avenue, which is posted “No Trucks.” I would like them to adhere to the signs she said. M. Lyons said that he would make it known to them. I’ll report the results of discussions. Ald. Grover said that in contrast there have been compliments concerning Northshore by residents, such as their moving a large tree that had been downed on a residential street. In addition, she added the proposal has a revenue sharing clause. Rickey Voss (Manager Parking Systems) said it is an optional proposal in all contracts. The City has never exercised the option. Ald. Grover noted that the City did not recommend adding on a fee for towing. R. Voss said it is not recommended at this time. Ald. Grover mentioned that they are the only bidder and M. Lyons said that the requirement of a tow company having a yard in Evanston cuts the field down. It would be a considerable expense for a new vendor. We do not want the vehicles towed off site. Ald. Grover mentioned a resident that had been charged incorrectly by Northshore and asked if the City monitors their calculations. R. Voss said that they supply a chart of fees/costs and they are...
checked periodically. Ald. Grover said that she wished there was some competition. Ald. Rainey noted that the proposal shows that Northshore is successful. We have had others in the City and at one time the City Council voted to overturn a contract. They have the equipment and the employees, we should keep them. As to keeping Oakton truck free she continued, if the need arises to get to accident on or near Oakton then it must be kept open. If Northshore is called on a police task, we need to overlook them using Oakton. Ald. Holmes complimented the staff who put together this bid document, especially the list of other companies and why they did not/could not bid. Ald. Burrus stated that she had asked three weeks ago for an explanation of what is “local traffic.” She said she wants to know what it means and would like a response before the next Council meeting. M. Lyons said he would redistribute a report on fees and what was charged, etc.

Ald. Rainey moved and Ald. Braithwaite seconded that A3.5 be approved. A voice vote was taken and it was approved.

(A3.6) Approval of Contract Award to Impactor for Demolition of 1708 and 1710 Darrow Avenue (Bid 12-38)
Staff recommends that City Council authorize the City Manager to execute a contract in response to Bid 12-38, for the demolition and removal of the residential-style buildings, accessory structures, and trees located at 1708 and 1710 Darrow Avenue to the lowest responsive and responsible bidder Impactor (1460 Fairlane Drive #516, Schaumburg, IL) in the amount of $27,400. Funding for this work will be from the West Evanston Tax Increment Financing (TIF) District Account #5870.62605 – “Other Charges”. The adopted FY2011 budget for the West Evanston TIF included $490,000 for “Capital Projects,” of which Staff had budgeted $40,000 for this demolition project.

Ald. Burrus asked for an explanation of the bids going from 27K to 144K plus. Nancy Radzevich (Economic Development Manager) noted that the department put together the bid document and the original bids were at the low end. Why some came in higher she could not explain. Ald. Burrus mentioned that often the lower bidder who gets the contract comes back for multiple change orders. Has this been considered. N. Radzevich said that she did not see this happening. Steve Griffin, our Director, and the Community and Economic Development Department worked hard in documenting the specs, so this should be a good number.

Ald. Burrus moved and Ald. Grover seconded that A3.6 be approved. A voice vote was taken and it was approved.

(A4) Approval of Change Order #2 for 1964 Filter Addition Rehabilitation Project at the Water Utility
Staff is seeking City Council approval authorizing the City Manager to execute Change Order #2 in the amount of $8,927 to the agreement with Keno and Sons Construction Company for the 1964 Filter Addition Rehabilitation project. This will increase the total contract from $3,453,912 to $3,462,839. Funding for this work will be from the Water Fund, Account 733048. This account has a budget allocation of $4,100,000 ($2,900,000 in FY2011 and $1,200,000 in FY2012).
Ald. Grover moved and Ald. Rainey seconded that A4 be approved. A voice vote was taken and it was approved.

(A5) Resolution 38-R-11 Approving Amended FY2011 Capital Improvements Program
Staff recommends City Council adoption of Resolution 38-R-11 approving the amended FY2011 Capital Improvements Program, increasing the FY2011 CIP funding request by a total of $1,022,513, from $31,415,446 to $32,437,959. This resolution was originally presented at the July 18, 2011 City Council meeting.
M. Lyons presented a handout about the Capital Improvement Program Reconciliation. Not all changes to CIP he stated require a budget change. Ald. Rainey responded to one item, the firing range listed as under construction with a September 2011 completion date. The chart indicates it is a new project and M. Lyons stated that it is a carry over, not new. Ald. Rainey said that the City has supported this project for years and wonders why it has taken so long and why it is so expensive. She felt an investigation was need on this project and its history. M. Lyons said he would take that charge and with Doug Gaynor and Chief Eddington put together a report. Ald. Rainey concluded that the committee had been told on numerous occasions that the range will be operational within a month. Ald. Holmes asked that problems that arose as the project progressed be identified and listed. Ald. Braithwaite questioned the dollars for Grandmother Park. M. Lyons said that it was planned to collect all the funds up to a certain level and then the land would be purchased. Ald. Burrus suggested that the original grant proposal and its resulting comments be passed on to Ald. Braithwaite. Ald. Grover, referring to the line for Sheridan/Isabella said the work was completed two years ago but still is on the list this year. She asked if it was an IDOT project. Paul Schneider (City Engineer) said that yes the work was completed in 2009. We have been awaiting the invoice from Wilmette for two years. Funds are set aside to pay this upcoming invoice. Ald. Rainey stated that a report on the 1817 Church Street Public Arts Center Study was asked for some time ago. M. Lyons apologized that he has not finished the report. Steven Griffin (Director Community and Economic Development) said that he has been working with Doug Gaynor on this project and they agreed that a 30K placeholder was important. The 30K is for the appraisal and other work that has not been paid yet. Ald. Rainey suggested changing the title to “legal matters.” Ald. Rainey moved and Ald. Grover seconded that A5 be approved. A voice vote was taken and it was approved.

(A6) Ordinance 63-O-11 Authorizing the Sale of Surplus Fleet Vehicles Owned by the City of Evanston
Staff recommends that the City Council authorize the City Manager to publicly offer for sale through public auction (Obenauf Auction Service) various vehicles and equipment owned by the City based on Ordinance 63-O-11. The vehicles and equipment are presently out of service and were assigned to various divisions/departments within the City of Evanston.
Ald. Rainey moved and Ald. Braithwaite seconded that A6 be approved. A voice vote was taken and it was approved.
(A7) **Ordinance 62-O-11 Approval of Amendment to Title 4, Chapter 22 of the City Code Regarding Demolition Taxes**

Staff recommends approval of Ordinance 62-O-11 amending Title 4, Chapter 22 of the City Code regarding Demolition Taxes. This ordinance will provide a waiver process for properties that involve demolition without possible redevelopment as originally contemplated in the definition of the tax and properties that recycle demolished materials.

Ms. Fay Lomax Cook, an Evanston resident, addressed this subject. She opened with the facts that she has been a resident of Evanston since 1971 and has lived at 741 Sheridan Road since 1976. She offered an example of the ordinance considering a waiver of the demolition fee if the demolition results in a non-buildable lot. At 94 Kedzie, a house was taken down creating an “L” shaped parcel. With a City Council variance granted, a new house was built and now that has been demolished. The lot has now been subdivided into two lots, so it cannot be built on. When the house was taken down, it was harvested by the demolition team and every item was donated to Evanston Rebuilding with a value of 160K. I believe this is good and reason to waive the demolition fee.

Ald. Rainey stated that the reason for this amendment is exactly because of 94 Kedzie. She noted the demolition tax is not to reduce the number of teardowns but to avoid McMansions being built. Currently there is at Dobson and Ridge three little buildings offering six rental units each. There are plans to tear them down and to build a forty unit condominium complex. Currently the demolition tax of 2K per (old) unit and a set aside in the new building for affordable housing would be required. I would like to refer this to staff/Legal Department to return with a recommendation concerning this process as explained above and what will have been generated by the demolition tax. Ald. Burrus said that she was pleased to hear about the salvage opportunities. This should be stressed she said when people apply for a permit. Ald. Rainey thanked Ms. Cook saying that when residents come in to speak, the committee gets a lot of points to think about. M. Lyons noted that Ms. Cook has been very patient. Finally getting this amendment to the committee was a move forward. There is a way to make money and to pass it on to others. Ald. Holmes said that they tried to do this at 1708/09 but it turned out to be too expensive. S. Griffin noted that it is 2 to 2 1/2 time more expensive then straight demolition. Ald. Rainey noted that if the City had to rely on the demolition tax for affordable housing, we would go nowhere. Ald. Rainey moved and Ald. Burrus seconded that A7 be approved. A voice vote was taken and it was approved.

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT
Ald. Burrus motioned and Ald. Grover seconded to adjourn. A voice vote was taken and the motion was approved at 7 p.m., July 25, 2011.

Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services