ADMINISTRATION & PUBLIC WORKS COMMITTEE
Monday, September 23, 2013
5:45 p.m.

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

AGENDA

I. DECLARATION OF A QUORUM: ALDERMAN RAINEY, CHAIR

II. APPROVAL OF MINUTES OF REGULAR MEETING OF September 9, 2013

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 9/8/13 $2,787,055.58

(A2) City of Evanston Bills FY2013 9/24/13 $5,395,610.95
For Action

(A3.1) Approval of Purchase of Trees and Planting Services for Fall Planting from Suburban Tree Consortium

Staff recommends approval of the purchase of 250 trees and planting services for 100 trees from Suburban Tree Consortium (STC) in the amount of $57,055. Funding is provided by the Parks/Forestry Division Account 3525.65005. The total budget for this line item is $80,000 which is used for both the spring and fall planting seasons. The second source of funding is the “I Heart Evanston Trees” fundraising campaign in conjunction with our new “Replant Express” program. This effort raised nearly $20,000 which will allow us to plant 100 extra trees this fall. The balance of funding is provided by the Tree Preservation Account 3525.53667.
For Action
(A3.2) **Approval of Single Source Purchase of Front-End Loader Repair Services from West Side Tractor Sales Company**

Staff recommends approval for repair expenses associated with the required repairs to “front-end loader” (# 659) in the amount of $33,106.44 from West Side Tractor Sales Company (1560 N. Old Rand Road, Wauconda, IL). West Side Tractor is the authorized single-source service provider for John Deere Construction Equipment products. Funding is provided from the FY2013 Fleet Services Account “Material to Maintain Autos” 7710.65060 which has $950,000 budgeted for equipment service.

**For Action**

(A3.3) **Approval of Contract with Heartland Business Systems for the Evanston VoIP (Voice over Internet Protocol) Phone System (Bid 13-57)**

Staff recommends City Council authorize the City Manager to execute a contract for the Evanston VoIP Phone System with Heartland Business Systems (5400 Patton Drive, Unit 4B, Lisle, IL), in the amount of $68,830.96. Funding will be provided by IT Personal Computer Equipment Account 1932.65555. FY 2013 has a budget of $284,200, and current balance of $178,739.

**For Action**

(A4) **Approval of Expenditure of Public, Education & Government (PEG) Funds to Evanston Community Television (ECTV), Evanston/Skokie School District 65 and Evanston Township High School District 202 for Equipment Purchases Used to Support PEG Channels**

Staff recommends expending $108,100 for equipment purchases for the four Evanston PEG Channels. ECTV requests approximately $71,600, $30,000 for School District 202 and $6,500 for School District 65. Funding is provided by Account 1510.52181- PEG Fees; $100,000 Budgeted in FY 2012 and $100,000 FY 2013.

**For Action**

(A5) **Single Audit for FY 2012**

Staff recommends City Council review and place on file the Single Audit report for the fiscal year ending December 31, 2012.

**For Action**

(A6) **Ordinance 97-O-13, Sale of Surplus Vehicles and Equipment**

Staff recommends adoption of Ordinance 97-O-13 authorizing the City Manager to publicly offer for sale various vehicles and equipment owned by the city through public auction. The vehicles are presently out of service.

**For Introduction**
(A7) Ordinance 102-O-13, Decrease Class B Liquor License Due to Change in Ownership of Flat Top Grill, 707 Church Street
Staff recommends City Council adoption of Ordinance 102-O-13.
For Introduction

(A8) Ordinance 103-O-13, Increase Class B Liquor License Due to Change in Ownership of Flat Top Grill, 707 Church Street
Staff recommends City Council adoption of Ordinance 103-O-13.
For Introduction

(A9) Ordinance 90-O-13, Proposed Revisions to Title 3, Chapter 4 Liquor Control Regulations
Staff recommends consideration of the comprehensive revision of the City Code concerning liquor regulations. The Mayor and Local Liquor Control Board recommend adoption following discussion conducted in March and April 2013. Following Committee direction on September 9, 2013, staff prepared a summary table of liquor classes within the proposed code amendment at section 3-4-6. In addition, the Committee held the Ordinance for further discussion.
For Introduction

IV. ITEMS FOR DISCUSSION

(APW1) Snow Parking Fees Discussion Update
Staff requests direction from the Administration and Public Works Committee on increasing the fines for relocation tickets issued during snow emergencies.
For Discussion

(APW2) Proposed Creation of a Complete & Green Streets Ordinance
Staff recommends that the Administration and Public Works Committee provide direction on the Complete and Green Streets Ordinance.
For Discussion

(APW3) Update of Existing Procedures for Annual Wheel Tax
Staff requests the Administration & Public Works Committee review and discuss 2014 vehicle sticker.
For Discussion

V. COMMUNICATIONS

VI. ADJOURNMENT