MEETING MINUTES
Administration & Public Works
Monday, June 25, 2012
5:45P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers


Members Absent: Ald. Burrus

Staff Present: Lara Biggs, Wally Bobkiewicz, Jose Calderon, Paul D’Agostino, Hitesh Desai, Brandon Dieter, Bob Dorneker, Chief Eddington, Grant Farrar, Doug Gaynor, Steven Griffin, Chief Hohl, Jewell Jackson, Tom Janetske, Lonnie Jeschke, Marty Lyons, Jim Maiworm, Joe McRae, Jeff Murphy, Sat Nagar, Johanna Nyden, Ashley Porta, Suzette Robinson, David Stoneback, Evonda Thomas, Rickey Voss, Paul Zalmezak

Others Present: B. J. Krivanek – of Krivanek + Breaux / Art + Design, LLC
Terry McCabe – Artistic Director - City Lit Theatre

Presiding Member: Alderman Holmes

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

II. APPROVAL OF MINUTES OF REGULAR MEETING OF June 11, 2012
A voice vote was taken and the minutes of June 11, 2012 were unanimously approved.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 06/03/12 $2,577,994.87
A voice vote was taken and the Payroll through 06/03/12 was unanimously approved.

(A2) City of Evanston Bills FY2012 through 06/26/12 $3,936,198.81
Ald. Rainey noted that the item concerning the development of a policy on Aldermanic mailings and communications should go to the Rules Committee first. Wally Bobkiewicz (City manager) noted that he shared Ald. Rainey’s concern. This item he said would go to the Rules Committee in August if the full Council was available and if not, it would go on the September agenda.
A voice vote was taken and the Bills List through 06/26/12 was unanimously approved.
(A3.1) Approval of Agreement with MWH Americas, Inc. for an Engineering Study for Water Supply Transmission Main to Potential New Wholesale Water Customers (RFP 12-131)
Staff recommends City Council authorize the City Manager to execute an agreement for an engineering study for a water supply transmission main to potential new wholesale water customers (RFP 12-131) with MWH Americas, Inc. (175 W. Jackson Blvd, Suite 1900, Chicago, IL) in the not-to-exceed amount of $149,800. Funding for Evanston’s portion of the agreement in the amount of $21,400 will be from the Water Fund, account 7125.6218. Evanston’s partners in this study will reimburse the balance of the funding.
Ald. Rainey thought it interesting how close the bids were. It gives you confidence she said. The committee reviewing the proposals was impressive, especially Dave Stoneback.
A voice vote was taken and A3.1 was unanimously approved.

(A3.2) Approval of Contract with Badger Meter, Inc. for 2012 Water Meter Purchase (Bid No. 12-138)
Staff recommends that City Council authorize the City Manager to execute a contract for the 2012 Water Meter Purchase (Bid No. 12-138) to Badger Meter, Inc. (4545 West Brown Deer Road, Milwaukee, WI) in the amount of $64,090.10. Funding will be from the Water Fund, Account 7120.65070 and Account 7125.65080 with total allocations of $85,000 for FY 2012.
A voice vote was taken and A3.2 was unanimously approved.

(A3.3) Approval of Contract with Palatine Oil Company, Inc for 2012 Fuel Purchases
Staff recommends that City Council authorize the City Manager to execute a contract for the last six (6) months of Fiscal Year 2012 fuel purchases in the amount of $500,000 from Palatine Oil Company Incorporated, (900 National Parkway, Schaumburg, IL). Palatine Oil Company is the Northwest Municipal Conference Bid winner for all grades and types of fuels that are utilized by City vehicles. Funding is provided from the Fleet Services Major Maintenance Budget for Automotive Equipment Account 7710.65035.
Ald. Rainey noted that in the attachment, Suburban Purchasing Cooperative Fuel Award, for this item, says to review the attached price list. She also noted, that there was no attachment. She asked if there is a difference in the prices. Lonnie Jeschke (Manager Fleet Operations) said that fuel prices are down now compared to last fall and winter. The OPIS price list is a report on pricing with the bid being made on the low price at the time. Ald. Rainey asked what the mark-up price was. How do we know how this compares to last year. The numbers are nowhere in here. L. Jeschke mentioned that he did put in this years prices compared to 2011. Ald. Rainey asked why we used Palatine Oil Company. L. Jeschke said it was because they had the low price. Suzette Robinson (Director Public Works) said that the information concerning pricing would be put together.
A voice vote was taken and A3.3 was unanimously approved.

(A3.4) Approval of Contract with Infrastructure Management Services for Comprehensive Pavement Condition Evaluation and Right-of-Way Asset Management
Staff recommends that the City Council authorize the City Manager to execute a contract with Infrastructure Management Services (1895-D Rohlwing Road, Rolling Meadows, IL) in the amount of $139,708.50 for pavement condition evaluation and right-of-way asset management. Funding will be provided by the Capital Improvement Program (Account #415921), which has a budget of $200,000.

Ald. Braithwaite spoke of his concerns about the evaluation process. He asked to hear more about it. S. Robinson said that the service would go out and evaluate the primary and residential routes in Evanston. From this information and historical facts, like last time repaved, they can produce a list of road conditions. Ald. Grover asked if this could not be accomplished by expertise in house. S. Robinson said that is correct. We do not have the equipment to do this job. Ald. Rainey asked if we had lived up to our five-year plan to which S. Robinson replied that with a few exceptions, it seems that it will take six years to complete but she felt the Department had the capacity to do the job.

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

(A3.5) Approval of Emergency Contract with PBR Chicago for Noyes Cultural Arts Center Northeast Chimney Repair

Emergency repair work in the amount of $23,785 was authorized on June 13, 2012, by City Manager Wally Bobkiewicz for the northeast chimney at the Noyes Cultural Arts Center. Staff recommended award of this contract for emergency repairs to PBR Chicago (540 W. Frontage Road, Northfield, IL). Funding is provided by Capital Improvement Program Project #415663, with a total budget allocation of $120,000.

Ald. Rainey thought that this is not something that happens overnight. How, she asked, did it get to this point. Paul D’Agostino (Parks/Forestry & Facilities Management Supervisor) said partly it was the use of funds. All the roofing and chimney work were in CIP funds and this particular item got pushed to next year. Ald. Rainey asked if this one item could not have been seen as needing work. P. D’Agostino said the problem was noted about four weeks ago. It will not be part of CIP next year.

A voice vote was taken and A3.5 was unanimously approved.

(A3.6) Approval of Contract for Purchase of One (1) Replacement Engine from Pierce Manufacturing for Evanston Fire and Life-Safety Services

Staff recommends City Council approval to purchase one (1) replacement engine for Evanston Fire & Life Safety Services as follows; Pierce Manufacturing Inc., (2600 American Drive, Appleton, WI) in the amount of $578,238. Funding is provided by the Equipment Replacement Fund Account 7780.65550 using the Northwest Municipal Conference Suburban Purchasing Cooperative Competitive Bid.

Whenever you talk to the Fire Department, each piece of equipment is called something else. What is an engine. Tom Janetske (Division Chief, Fire Department) stated that there it is an engine for a pump that carries the water. This will also replace the engine pump vehicle.

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

(A3.7) Approval of Single Source Purchase of Street Furniture from Landscapeforms for Church Street, Hartrey Avenue and the Lorraine H. Morton Civic Center
Staff recommends City Council approval of purchase of street furniture items from Landscapeforms (431 Lawndale Avenue, Kalamazoo, MI) in the amount of $227,689. Funding is provided by the Washington National TIF in the amount of 118,689, Howard Hartrey TIF in the amount of $22,185, and the General Fund Street Maintenance Account 2670.65055 in the amount of $7,830.

A voice vote was taken and A3.7 was unanimously approved.

(A4) Approval of Change Order for Extension of Utility Bill Print and Mail Services with Third Millennium Associates, Inc.

Staff recommends that the City Council authorize the City Manager to execute Change Order # 1 for a 1-year extension with Third Millennium Associates, Inc. (4200 Cantera Drive, Suite 105, Warrenville, IL) in the amount of $17,827.98 to provide utility bill printing and mailing services at the same pricing as obtained in June of 2009. Funding is shared between the water fund and the sewer fund, in accounts 7125.62455 and 7400.62455, which have a total combined budget allocation of $19,600 for FY2012.

Ald. Rainey declared that this is another type of service that she wonders if an Evanston based business could not handle, one with the capacity. When this year is up, I hope the staff and the M/W/EBE committee will look into this contract and the suppliers available in town. Ald. Braithwaite thanked her for bringing attention to this item as the committee already is aware of it.

A voice vote was taken and A4 was unanimously approved.

(A5) Approval of Request for Proposal 12-142: Depository and Various Other Banking Services

Staff recommends that the City Council authorize the City Manager to distribute a request for proposal (RFP) for banking services. These services will include all payroll, accounts payable and optional investment services.

A voice vote was taken and A5 was unanimously approved.

(A6) Resolution 28-R-12 Authorizing the City Manager to Sign a City of Evanston Community Public Art Program Agreement with Krivanek + Breaux / Art +Design LLC for Artwork at the Sherman Garage

Public Art Committee members recommend approval of a $75,000 commission for the artist team of Krivanek + Breaux to create a new work of public art at the Sherman Plaza garage, titled Search & Effect. Funding for this project is provided through the Percent for Art Program by the Washington TIF Fund #4.

Ald. Rainey asked if there was a visual presentation for this item. W. Bobkiewicz said that the ability to put it on the screen would only take a few moments. This item, he continued, was not supposed to be on this agenda. It came from Human Services who had approved it. There was a delay in the presentation but when done it was suppose to go to Council again. If you wish to see the power point, you can. This is the one presented to Human Services.

Mr. B. J. Krivanek of Krivanek + Breaux / Art + Design LLC, spoke to the slide show. The light patterns will be motion activated by persons passing in the halls on the west side of the building. The elevators cause light to activate the designs on the south side. Ald. Rainey asked how long it would take to install this work after this item is approved. Mr. Krivanek said it would take about sixteen weeks.
Ald. Rainey said that it should be ready for the holidays. Ald. Grover said that she had seen a demonstration and compared to a big installation in Chicago, this is subtle. It will be a great benefit to the City.

A voice vote was taken and A6 was unanimously approved.

(A7) **Resolution 50-R-12 by Authorizing the Use of Motor Fuel Tax Funds for Additional Roadway Resurfacing Project**

Staff recommends City Council approval of Resolution 50-R-12 authorizing the use of Motor Fuel Tax Funds (MFT) in the amount of $300,000 for the 2012 additional MFT Street Resurfacing Project. Funding for this project is provided by the Motor Fuel Tax Fund (# 200).

Ald. Grover pointed out that the memo says the resurfacing on Washington Street will be between Asbury Avenue to Dodge Avenue. It should be corrected to read Asbury Avenue to Ridge Avenue.

A voice vote was taken and A7 was unanimously approved.

(A8) **Resolution 51-R-12, Authorizing the City Manager to Execute a Letter of Understanding for the Lease of 727-729 Howard Street to City Lit Theatre Company**

Staff recommends approval of Resolution 51-R-12, authorizing the City Manager to negotiate and execute a second Letter of Understanding between the City of Evanston and City Lit Theater for the consideration of a lease-to-own agreement at City-owned property at 727-729 Howard Street.

This second Letter of Understanding extends the time allowed for the City to negotiate exclusively with City Lit Theatre.

Ald. Rainey confirmed that the request for an extension is do mainly to the architecture. To get something done someone was hired who required more time. Johanna Nyden (Economic Development Coordinator) presented a slide show showing the potential plans for the buildings that comprise the City Lit plans. The slides show that the one story building to the south could have one or two stories added to it. J. Nyden said that City Lit Theatre wants to be more than just a performance venue. They plan to bring in other activities for a seven day a week use of the venue. Ald. Grover stated that the City purchased this property one and a half years ago so we can control what happens. This exceeds our expectations. It is quite impressive. It will become a part of the neighborhood.

She asked what Chicago is doing on the south side of the street. J. Nyden said that she has been talking with the SSA Manager from Chicago. We have done corresponding planters. They are not as far along in development, they are working on it. Ald. Rainey noted that this project is a lot more complex than the 600 block and that has moved very quickly. It is all an amazing progress. This theatre is the most important development on Howard, east of Ridge. The volunteers are to be especially noted. Terry McCabe, Artistic Director, City Lit Theatre, noted that in the eight months since City Lit started talking with the City, they have worked on two fronts. They have been working with a theatre architect. If the space does not meet certain specifications, Actors Equity will not allow for equity productions which will mean lesser-known plays and only non-equity actors can perform. In addition, they have been evaluating their own strengths as to their ability to be a part of this progress. To this end, they have hired an outside consultant to do a feasibility study to see what monies can be raised. The report will conclude with what we can expect to raise he said. The results are due in late August so the fund raising can begin in September.
A voice vote was taken and A8 was unanimously approved.

(A9) Resolution 52-R-12 Authorizing the City Manager to Execute a Contract for the Purchase of Real Property Located at 1801-05 Church Street
Staff recommends the approval of Resolution 52-R-12 authorizing the City Manager to execute a contract for the purchase of real property located at 1801-1805 Church Street for an amount not to exceed $127,000 from E-Town Community Ventures LLC.
A voice vote was taken and A9 was unanimously approved.

(A10) Ordinance 63-O-12 Authorizing Negotiation to Sell City-Owned Property at 1131 Sherman
Staff recommends adoption of Ordinance 63-O-12 authorizing the City Manager to negotiate the sale of a City-owned vacant lot located at 1131 Sherman Avenue, Evanston, Illinois 60202 to Mark Hammergren.
Ald. Rainey asked that when the City sells property, how the sale is advertised. Grant Farrar (Corporation Counsel/City Attorney) said the City puts out a notice that they have property to sell. Ald. Rainey asked if there are restrictions such as the City having to accept the highest bid and G. Farrar said no.
A voice vote was taken and A10 was unanimously approved.

(A11) Ordinance 64-O-12; Authorizing the City Manager to Execute a Real Estate Contract for the Sale of 1131 Sherman Avenue
Staff recommends adoption of Ordinance 64-O-12 directing the City Manager to execute a real estate contract for the sale of a City-owned vacant lot at 1131 Sherman Avenue, Evanston, Illinois 60202 to Mark Hammergren.
A voice vote was taken and A11 was unanimously approved.

(A12) Ordinance 67-O-12 Approval of 2012 General Obligation Bond Issue
Staff recommends approval of proposed ordinance number 67-O-12 for the FY 2012 bond issuance totaling $16.22M. The ordinance will be completed and signed after the bond sale date, which is tentatively scheduled for July 10, 2012.
A voice vote was taken and A12 was unanimously approved.

(A13) Ordinance 68-O-12, Increasing the Number of Class C Liquor Licenses to Permit Issuance to Montarra Restaurant Group
The Local Liquor Commissioner recommends adoption of Ordinance 68-O-12, amending Subsection 3-5-6-(C) of the Evanston City Code of 1979, as amended, to increase the number of Class C liquor licenses from 29 to 30 to permit issuance to Montarra Restaurant Group, LLC d/b/a Terra, 2676 Green Bay Road. Suspension of the Rules is requested to allow for Introduction and Action on June 25, 2012.
Ald. Rainey pointed out that she noted while driving around Evanston, the town is alive with construction, new stores and restaurants. It is encouraging she said, a morale booster. It is all over town. She offered her congratulations to all involved.
A voice vote was taken and A13 was unanimously approved.
Resolution 54-R-12 Authorizing an Agreement with Bonnie Management for TIF Eligible Expenses at the Evanston Plaza Shopping Center

Staff recommends the approval of Resolution 54-R-12 authorizing the City Manager to negotiate a TIF redevelopment agreement with Bonnie Management for an amount not to exceed $2 million for TIF eligible expenses for the real property located at 1900 Dempster at the Evanston Plaza Shopping Center.

Ald. Rainey asked if the staff could have a conversation about this item. W. Bobkiewicz said that he and Paul Zalmezak (Economic Development Coordinator) would play tag team. One of the segments of the TIF is to invest in it for seven years, which is the end of the lease with Dominick’s. It seems that when Dominick leases are up, they do not renew them but move out. This resolution is our intention to work closely with Bonnie Management for the short term. It is merely to negotiate. Ald. Grover asked where the two million dollars will come from. W. Bobkiewicz said that 3.6 million will be collected from the TIF between now and 2020. He recognized that the Council has concerns that they would come back to borrow more. He continued that this TIF is important. It will provide assistance to an appropriate level and it will make sure, that if Dominick’s leaves, there will be money to help another store move in. Ald. Grover bought up that a TIF asks the Council to think in the long term but thinking in the short term like this, we need to be mindful of retaining a food establishment in that part of town so it does not become a food desert. W. Bobkiewicz mentioned that Dominick’s has been hard to reach to discuss this with. They are part of Safeway Canada. If Dominick’s leaves, we will have the tools to go after another national chain. A TIF would provide those tools. Ald. Rainey said she believed this is an all-important subject that has been dealt with for a long time. Dominick’s she thought seems to be arrogant on their part but we do not have to count on losing them. We should focus on how to retain them. For example, the Ridge store closed and later reopened bigger and better. W. Bobkiewicz pointed out that they were very cold to Mayor Tisdahl’s letter. Ald. Rainey said that anything we can do to retain them is worth it. Ald. Holmes agreed that Dominick’s response turned her off but not to supporting this TIF. I feel, she continued, we need to move ahead. If Dominick’s left, I am sure we would find someone else.

A voice vote was taken and A18 was unanimously approved.

IV. ITEMS FOR DISCUSSION

(APW1) Recycling Center Lease Agreement with Evanston Sports Federation

Ald. Rainey asked that this item be held until the meeting on July 9. She stated that though this recycling center is in her ward, she was not told about it being a discussion topic tonight. W. Bobkiewicz addressed the committee stating that due to Alderman’s Rainey, Grover and other requests in the past is was now on the agenda. However, per this request, it will be held.

(APW2) Cars Parking Too Close

G. Farrar stated that this was a request of Ald. Rainey’s concerning an incident in her Ward. The Police Department and Rickey Voss (Parking and Revenue Manager) researched applicable laws concerning too close parking. They reviewed that Illinois Code and reached out to neighbors. There are subsections of the State Code to all kinds of parking violations but nothing about
bumper-to-bumper parking. There is nothing to draw upon at this time. Ald. Rainey informed Mr. Farrar, the Council and the City of Evanston of a resident in her Ward who parked in front of her home with no other cars near her spot of choice. Eventually a car parked in front and one in the rear, both so close as to be nearly on her bumpers. They stayed parked for three days. She could not get her car out. The license plate numbers were run but the owners could not be reached. I am not looking for a fine to be enacted she stated but for a way to move a car so another car can get out. This happens too frequently. The City relocates for snow removal. Why can’t this be a relocate and return situation. G. Farrar said that to relocate a car is a tow and that causes due process. Which car would be considered more guilty, the one parked in front or the one parked in back. Rickey Voss and I are still thinking on this. Ald. Rainey asked if she should go to Robin Gabel. G. Farrar replied that the Illinois Vehicle Code is very uniform in its laws, maybe she can offer an amendment.

V. COMMUNICATIONS

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

Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services