MEETING MINUTES
Administration & Public Works
Monday, November 28, 2011
5:45 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers


Members Absent:

Staff Present: Wally Bobkiewicz, Dolores Cortez, Paul D’Agostino, Brandon Dieter, Chief Eddington, Grant Farrar, Sarah Flax, Doug Gaynor, Louis Gergits, Paul Gottschalk, Steve Griffin, Chief Klaiber, Martin Lyons, Joseph McRae, Leslie Perez, Nancy Radzevich, Dave Stoneback, Suzette Robinson, Rickey Voss, Shanee Weston, Paul Zalmezak

Others Present: Todd Smith – Evanston North Shore Contractors

Presiding Member: Colleen Burrus

I. DECLARATION OF QUORUM
With a quorum present, Chairman Burrus called the meeting to order at 5:47 P.M.

II. APPROVAL OF MINUTES OF REGULAR MEETING of November 14, 2011.
It was moved by Ald. Grover and seconded by Ald. Braithwaite that the minutes of the November 14, 2011 meeting be approved. A voice vote was taken and the minutes were approved.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 11/06/11 $2,518,439.48
It was moved by Ald. Grover and seconded by Ald. Rainey that the payroll be approved. A voice vote was taken and the City of Evanston payroll for November 6, 2011 was unanimously approved 5-0.

(A2) City of Evanston Bills FY2011 through 11/29/11 $4,743,090.57
Ald. Rainey asked to be reminded about the revenue collected from Lot 15. Rickey Voss (Manager Parking Systems) said that $9,031.59 is a semi-annual fee. Ald. Rainey asked if it was only taxes paid and not rent and R. Voss said she was correct. Ald. Rainey stated that it did not look like a very profitable operation. She thought perhaps further thought should be given to the question of “Is it worth the effort?” R. Voss replied that this arrangement is a ten-year
lease signed in 2010. It is a benefit to the residents to have off-street parking available at night. Ald. Holmes asked about the effect with the new increased rates. Ald. Rainey said this comparison of cost to revenue needs to be reviewed. Ald. Burrus asked if the lot has permit parking and R. Voss replied that there are a few. Ald. Burrus wanted to know if there is a waiting list. R. Voss said there is not. Ald. Burrus thought that with the EL and METRA stations there, the City should be seeing more business. Marty Lyons (Assistant City Manager) said these questions will be referred to the Transportation and Parking Committee and this item will be brought back in 2012.

It was moved by Ald. Grover and seconded by Ald. Braithwaite that the bills list be approved. A voice vote was taken and the City of Evanston bills list through 11/29/11 was unanimously approved 5-0.

(A3.1) Approval of Contract Award for the Civic Center Fire Pump to United States Alliance Fire Protection, Inc. (Bid 12-58)

Staff recommends that the City Council authorize the City Manager to execute a contract for the base bid for the Civic Center Fire Pump Upgrade to United States Alliance Fire Protection, Inc. (28427 Ballard, Unit H, Lake Forest, IL) in the total amount of $127,850. Funding will be provided by FY2011 Capital Improvement Fund Civic Center Renovations Account 415175.

Ald. Rainey asked if there was a progress report on this project. Dave Stoneback (Director of Utilities) said that one had been prepared and distributed to residents. He would see that a copy went to the committee members.

It was moved by Ald. Grover and seconded by Ald. Holmes that A3.1 be approved. A voice vote was taken and A3.1 was unanimously approved.

(A3.2) Approval of Contracts for FY2012 Water Treatment Chemicals (Bid 12-63)

Staff recommends that City Council authorize the City Manager to execute contracts (Bid 12-63) to the following five vendors to supply water treatment chemicals: 1) USALCO (1120 Middle River Road, Baltimore, MD) in the amount of $192,330.40 to supply aluminum sulfate, 2) Alexander Chemical Corp (1901 Butterfield Road, Downers Grove, IL) in the amount of $47,265 to supply chlorine, 3) Pennco (P.O. Box 600, San Felipe, Texas) in the amount of $178,800 to supply HFS acid (fluoride), 4) SNF Polydyne Inc. (One Chemical Plant Road, Riceboro, GA) in the amount of $34,800 to supply polymer, and 5) Pristine Water Solutions (1570 Lakeside Drive, Waukegan, IL) in the amount of $110,725 to supply blended phosphate. The total of these proposed purchases is $563,920.40, which is provided in the FY2012 budget totaling $595,000.

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

(A3.3) Approval of Contract Award for 2011/12 AFSCME Uniforms to Silk Screen Express, Inc. (Bid 12-66)

Staff recommends City Council approval of contract award for the 2011 AFSCME Uniform Contract (Bid 12-66) to Silk Screen Express, Inc. (7611 W. 185th Street, Tinley Park, IL) for a term of three years in a not to exceed amount of $121,404. Funding will be provided by the General Fund Account
2610.65020, which has budgeted $19,000 in FY 2011 and $40,000 proposed in FY2012.
Ald. Rainey asked for an explanation of the numbers. Suzette Robinson (Public Works Director) replied that the $19,000 in FY2011 was for one-half a year. Each of the next two years would be at $40,000 and the fourth year would be a half year at $19,000. Ald. Grover wished to confirm that the uniforms supplied do not reflect the AFSCME name on them and S. Robinson said, “Correct.”
It was moved by Ald. Grover and seconded by Ald. Holmes that A3.3 be approved. A voice vote was taken and A3.3 was unanimously approved.

(A4) Approval of Renewal of Contract Award with Duncan Solutions for Parking Ticket Management and Payment Processing
Staff recommends that the City Council authorize the City Manager to execute the 2nd optional renewal year of the three year contract with Duncan Solutions, Inc. (633 W. Wisconsin Avenue, Milwaukee, WI) for provision of the City’s parking ticket management and payment processing functions effective January 15, 2012 – January 14, 2013. Funding will be provided by Finance/Revenue Account 1910.62449 with an estimated annual expenditure of $450,000.
It was moved by Ald. Holmes and seconded by Ald. Grover that A4 be approved. A voice vote was taken and A4 was unanimously approved.

(A5) Approval of Purchase of Insurance/Renewals– Property, Excess Liability & Excess Worker’s Compensation for Fiscal Year 2012
Staff recommends that the City Council authorize the City Manager to purchase the outlined policies. The policies will renew all insurance coverage for the City for Fiscal Year 2012. Quoted premium totals are $42,661 less than budgeted for FY2012.
It was moved by Ald. Grover and seconded by Ald. Rainey that A5 be approved. A voice vote was taken and A5 was unanimously approved.

(A6) Approval of Maintenance Contract with Evmark d/b/a Downtown Evanston
Staff requests City Council to authorize the City Manager to enter into a funding agreement between Evmark d/b/a Downtown Evanston and the City of Evanston for landscaping and maintenance services in the Central Business District of Evanston. Evmark’s portion of the FY2012 Cooperative Maintenance Agreement is $107,537 and the City’s portion is $88,247. This represents a $27,386 decrease in the City’s portion estimated in the proposed downtown Evanston budget approved on November 14, 2011.
It was moved by Ald. Grover and seconded by Ald. Holmes that A6 be approved. A voice vote was taken and A6 was unanimously approved.

(A7) Resolution 66-R-11 Authorizing the City Manager to Execute a License Agreement for the Installation of Public Electric Vehicle Charging Stations at City Parking Lots 3, 4 and 32
Staff recommends City Council approve Resolution 66-R-11 authorizing the City Manager to execute a license agreement for the installation of public electric vehicle charging stations at City parking lots 3, 4 and 32 and at City parking garages at Sherman Plaza, Maple Avenue and Church Street. Under
the agreement, 350Green would pay all costs to install and maintain the charging stations and would reimburse the City for the electricity used by the charging stations. The City would continue to charge vehicles a separate fee for parking at the space. The spaces will permit all public parking until such a time when there are enough PEVs in the market to create regular demand.

It was moved by Ald. Grover and seconded by Ald. Braithwaite that A7 be approved. A voice vote was taken and A7 was unanimously approved.

(A8.1) Resolution 67-R-11 FY2012 City of Evanston Budget

Staff recommends approval of Resolution 67-R-11 adopting the FY 2012 Budget of the City of Evanston, in the amount of $250,096,993.

Ald. Burrus shared that she had reviewed the City budget memo and the budget itself. She noted that she was not comfortable with the revenue projections, she felt that Council did not practice due-diligence with expense cuts and the memo of recommendations from City Manager Wally Bobkiewicz was not responded to as well as it might have been. Nevertheless, she said, in the three years she has been here, it is the best budget to date. Ald. Rainey had a question about the chart on page 149. She asked if the two items above the line (Church Street and Davis Street Brick Sidewalk Replacement) were not the same as the item below the line, Downtown Brick Replacement Program. S. Robinson responded that they are in fact two separate projects. Those items above the line are in the Washington TIF area and using those funds. The item below the line is the continuation of the two streets when they go beyond the TIF area and they are covered by CIP monies. Ald. Rainey asked if the bricks would be replaced by bricks and S. Robinson stated that the work would be like that at the Burger King, concrete with brick borders. Ald. Rainey asked about the sewer fund, saying she did not understand the sewer surcharge revenue shown on the spreadsheets as a transfer to the debt fund. M. Lyons replied that in the fall of 2010 the City instituted a surcharge on non-profit tax-exempt large users. This is the first year to see this, it is part of the eight million-bond issue (part of an $117,215,000 issue). Twenty percent is the part of the bond to be abated. The remainder will appear on a tax levy. At this time, the sewer fund had to show the expense. Ald. Rainey mentioned that a memo was supposed to come out about how garbage would be collected. M. Lyons said that item is no longer in the budget but will go forward to FY2012. Ald. Burrus noted that at the last Council meeting, the question asked was how many would change garbage can sizes. M. Lyons said ten percent representing approximately 700 changes. S. Robinson said that earlier when the sizes changed, 465 residents transferred to the larger container. The missing part in the equation is that if you overfill your container there is a charge, so residents will be asked to carefully think before changing to the smaller size. Ald. Burrus asked who monitors overfull containers. S. Robinson said the Public Works staff monitors for special pick-ups. Ald. Burrus asked if the contractors report it and S. Robinson responded that they do not. Public Works drives around checking on the potential for problems. Ald. Holmes suggested that it is the same cycle as recycling, the City staff can report over usage.
It was moved by Ald. Grover and seconded by Ald. Holmes that A8.1 be approved. A voice vote was taken and A8.1 was unanimously approved.

(A8.2) Ordinance 108-O-11 Amending the Evanston City Code Title 7, Chapter 12, Relating to the City Waterworks System
Staff recommends City Council approval of Ordinance 108-O-11 amending the Evanston City Code relating to the City Waterworks System. Staff is recommending a five percent (5%) water rate increase. Effective January 1, 2012, both the minimum use meter charge and quantity charge is proposed to be raised by five percent.

Ald. Rainey wanted to check the math. Does this ordinance mean that if you are within the minimum usage, you will be charged an additional 5% and going over that level, you are charged another 5% for a total of 10%. D. Stoneback said that both rates will go up 5%. That is not a total of 10% overall. Ald. Burrus suggested that it is a 5% overall raise. M. Lyons said that one unit is up 5% of the minimum charge. 100 units will also be up 5%. Ald. Burrus suggested that the language is confusing. M. Lyons said a change in language can be looked into. Ald. Holmes thought it meant that the new costs are $6.25 for a minimum unit and that when going over, it will be $7.99. Ald. Grover suggested that if our rates truly reflected pumping, etc. they would be closer to other communities in the area. D. Stoneback added that many communities include the purchase of water and its distribution. In Evanston he went on, the City needs to replace water mains. Bonds are being sold to accomplish that. The true cost is higher than what is charged. Ald. Rainey agreed that you cannot compare Evanston to other communities because you would have to look at sewer costs. Our rates would be higher if we charged for everything; how much higher would they be if we charged for pumping water. She concluded that she would like a further explanation of this change and associated charges.

It was moved by Ald. Grover and seconded by Ald. Braithwaite that A8.2 be approved. A voice vote was taken and A8.2 was unanimously approved.

(A8.3) Ordinance 109-O-11 Amending Title 8, Chapter 5, Section 12 Imposition of Sanitation Service Charges to Increase the Sanitation Service Charge
Staff recommends City Council Adoption of Ordinance 109-O-11 amending Title 8, Chapter 5, Section 12 Imposition of Sanitation Service Charges to increase the sanitation service charge per unit fee structure to $7.95 for a 65 gal cart, $14.95 for a 95 gal cart and $7.95 per unit for the City condo program and to increase the additional cart fee to $7.95 per cart. This ordinance takes effect on February 1, 2012.

It was moved by Ald. Grover and seconded by Ald. Braithwaite that A8.3 be approved. A voice vote was taken and A8.3 was unanimously approved.

(A9) Ordinance 111-O-11 Requiring the Recycling of Electronic Products
Staff recommends City Council adoption of Ordinance 111-O-11 enacting new subsections (F) and (G) to Title 8, Chapter 5, Section 3 General Disposal Requirements to prohibit the disposal in any refuse container by any person or business electronics products specified in the Electronic Products Recycling and Reuse Act (415 ILCS 5/1 et seq., as amended).
Ald. Grover asked if a local ordinance was needed since State law addresses the matter of recycling of electronic products. S. Robinson said this ordinance is to support the State law. Ald. Grover asked if the residents will be informed of this ordinance and where they can dispose of these items and S. Robinson yes the residents will be informed of two places they can go to drop off equipment. They can go to Winnetka during the week and to Glenview on Saturdays. Ald. Rainey asked if there is not a closer service. S. Robinson replied that at present there is not. In warmer weather, SWANCC did offer pick-up in town for $25.00 for up to 6 items. These other two drop off sites are free. Ald. Burrus at this point stated that the grammar and punctuation do not always make sense to what is being proposed. More attention needs to be given to this matter.

It was moved by Ald. Grover and seconded by Ald. Braithwaite that A9 be approved. A voice vote was taken and A9 was unanimously approved.

(A10) Ordinance 106-O-11, Authorizing the City Manager to Negotiate the Sale of 1817 Church Street

Staff requests consideration of Ordinance 106-O-11, which authorizes the City Manager to negotiate the sale of City-owned real property located at 1817 Church Street in Evanston, Illinois.

Mr. Todd Smith, a resident and representative of the Evanston North Shore Contractors Association, introduced himself and eight of twelve members of this group. They were in attendance this evening for an update on the status of the 1817 Church Street property. Nancy Radzевич (Economic & Development Division Manager) responded that this and the next item are only for introduction. It is recommended that additional information be gathered before going to full Council.

It was moved by Ald. Grover and seconded by Ald. Braithwaite that A10 be approved. A voice vote was taken and A10 was unanimously approved.

(A11) Ordinance 107-O-11, Authorizing the City Manager to Execute the Sale of 1817 Church Street

Staff requests consideration of Ordinance 107-O-11, which authorizes the City Manager to execute a real estate contract for the sale of City-owned real property located at 1817 Church Street in Evanston, Illinois to Evanston North Shore Contractors Cooperative, LLC.

It was moved by Ald. Grover and seconded by Ald. Braithwaite that A11 be approved. A voice vote was taken and A11 was unanimously approved.

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT

Ald. Grover motioned and Ald. Holmes seconded for adjourned. Chair Burrus adjourned the meeting at 6:40 p.m.
Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services