MEETING MINUTES
Administration & Public Works
Monday, March 14, 2011
5:45 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers


Members Absent:

Staff Present: Wally Bobkiewicz, Donald Cornelius, Dolores Cortez, Paul D’Agostino, Rajeev Dahal, Kerry Demski, Chief Eddington, Grant Farrar, Sarah Flax, Doug Gaynor, Curtis Hanawalt, Jewell Jackson, Chief Klaiber, Stefanie Levine, Marty Lyons, Joe McRae, Jeffrey Murphy, Sat Nagar, Suzette Robinson, Paul Schneider, Patrick Sheeran, Dave Stoneback, Evonda Thomas, Rickey Voss, Scott Williams

Others Present: Mayor Tisdahl, Ald. Elect Peter Braithwaite

Presiding Member: Alderman Holmes

Declaration of Quorum
With a quorum present, Chairman Holmes called the meeting to order at 5:50 P.M.

Snow Worker Appreciation Presentation:
Suzette Robinson (Director, Public Works) spoke to honoring the many city employees who had worked so tirelessly during the snowstorm, which covered the City of Evanston with twenty inches of snow and followed that with another five inches. Many Departments besides Streets and Sanitation were involved for long stretches of time. Many positive e-mails were received from residents about the excellent job. Thanks were also given to the residents of Evanston who kept their areas clean, helped neighbors and even worked at clearing the streets in front of their residences. Mayor Tisdahl talked about her ride-along and how it was an effort well done. She acknowledged that it was typical of all the workers all over the City. She closed by saying that on behalf of the City of Evanston, thank you very much. Ald. Rainey added that a huge debt of gratitude is owed to Suzette Robinson for the many days of excellent leadership. Ald. Holmes echoed the sentiment and added that many of the workers were women. Ald. Fiske thought the workers were the best ambassadors for the City and Ald. Burrus mentioned that traveling out of the City she noticed that in comparison, Evanston was very clean.
APPROVAL OF MEETING MINUTES February 28, 2011

It was moved by Ald. Burrus and seconded by Ald. Fiske that the minutes of the February 28, 2011 meeting be approved. A voice vote was taken and the minutes were approved.

NEW BUSINESS

ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 2/27/11 $2,548,766.30

It was moved by Ald. Burrus and seconded by Ald. Rainey that the payroll of February 27, 2011 be approved. A voice vote was taken and it was approved.

(A2) City of Evanston Bills FY2010/11 through 3/15/11 $1,660,716.66
City of Evanston Bills FY2011 through 3/15/11 $  630,708.70

It was moved by Ald. Burrus and seconded by Ald. Fiske that the Bills List of March 15, 2011 be approved. A voice vote was taken and it was approved.

City of Evanston Credit Card Bills through 1/31/11 $  54,510.84

It was moved by Ald. Burrus and seconded by Ald. Fiske that the Credit Card bills through January 31, 2011 be approved. A voice vote was taken and it was approved.

(A3.1) Approval of Contract Award to G & L Contractors, Inc. for 2011 Granular Materials (Bid 11-57)

Staff recommends City Council approval of a contract for the purchase of granular materials to G & L Contractors, Inc. (7401 N. St. Louis Avenue, Skokie, IL) in the amount of $35,850. Funding for this work will be from the Water Fund and Sewer Fund, with a combined total budget of $42,000.

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

(A3.2) Approval of Contract Award to G.A. Johnson & Son for the Lorraine H. Morton Civic Center Main Entry Steps Project, (Bid 11-60)

Staff recommends approval of the Lorraine H. Morton Civic Center Main Entry Steps Project to G.A. Johnson & Son (828 Foster Street, Evanston, IL) in the amount of $84,330. Funding provided by 2011 Capital Improvement Program (CIP) Account #41516 with an allocation of $450,000. This account is intended for a variety of projects at the Lorraine H. Morton Civic Center (LHMCC) including the main entry staircase, asbestos abatement, fire pump replacement, directory signage and life/safety improvement plan.

Ald. Rainey pointed out that the contract was awarded to an Evanston firm. She hoped that this would be a message to others in Evanston that there is work to be had right at home. She asked if the M/W/EBE Directory has been updated and will copies be available. Steven Griffin (Director, Community and Econ Development) said the list is almost ready to be published. It should be available in a month.
It was moved by Ald. Burrus and seconded by Ald. Fiske that A3.2 be approved. A voice vote was taken and it was approved.

(A3.3) Approval of Single Source Purchase for Cold Patch Material from Healy Asphalt Company, LLC

Staff is requesting approval of a single source purchase of cold patch material for cold weather street maintenance activities from Healy Asphalt Company, LLC (3401 S. Busse Road, Mount Prospect, IL) in the amount of $50,000. Healy Asphalt is the only regional supplier of UPM (unique paving materials) high performance cold patch mix. Funding for this work will be from Streets General Fund (2670-65055) in the amount of $30,000, Water Fund (7115-65051) in the amount of $10,000, and Sewer Fund (7400-65051) in the amount of $10,000.

Ald. Rainey asked if the cold patch material lasts as long as the hot patch material. S. Robinson said that it did not, hot is the best. However, the plant where it is made does not open until late April and closes in October. When it is cold, the material cannot be maintained at a hot enough temperature and by the time, it gets to the site, it has set.

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

(A3.4) Approval of Contract Award to North Suburban Asphalt Maintenance for 2011 Crack Sealing Program

Staff recommends City Council approval of a contract in response to Request for Bids through the Municipal Partnering Committee to award the 2011 Crack Sealing Contract to the lowest responsive and responsible bidder, North Suburban Asphalt Maintenance (Park Ridge, IL) in the amount of $50,000. Funding for this work will be from General Fund Street Maintenance Account (2670.62509) in the amount $50,000 which has $75,000 budgeted for contract maintenance for FY 2011.

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

(A3.5) Approval of 2011 Congestion Mitigation and Air Quality (CMAQ) Grant Application for Dempster Street Signal Modernization Project and CTA Yellow Line In-Fill Station - Phase I Environmental Study

Staff recommends authorization for the City Manager to apply for 2011 Congestion Mitigation and Air Quality (CMAQ) Grants for the Dempster Street Signal Modernization Project and the CTA Yellow Line In-Fill Station - Phase I Environmental Study. The estimated cost of the Dempster Street Signal Modernization Project is $990,000; including CMAQ Grant funding of $790,000 and General Obligation debt of $200,000. The estimated cost of the CTA Yellow Line In-Fill Station - Phase I Environmental Study is $2,130,000; including CMAQ Grant funding of $1,704,000 and General Obligation debt of $426,000. Since the City will not receive approval until late 2011, the above amounts will appear in the 2012 Budget and Capital Improvements Plan.
Ald. Rainey complimented the writers of this document. It made the situation with the yellow line more understandable, it has been hard to follow the status. It was moved by Ald. Rainey and seconded by Ald. Burrus that A3.5 be approved. A voice vote was taken and it was approved.

(A3.6) Approval of SWANCC Disposal Contract for FY 2011
Staff recommends approval of the 2011 refuse disposal fees to SWANCC (Solid Waste Agency of Northern Cook County) in the amount of $75,000 for capital costs, $780,000 for operations and maintenance and $60,000 in recycling transfer fees. Funding to be provided by the Solid Waste Fund Accounts 7685.68310 (capital), 7685.62405 (operations and maintenance), and 7690.62415 (recycling). These accounts have budgets of $83,300, $899,640, and $788,018 respectively for FY2011. Under an intergovernmental agreement, the City is required to make certain payments to SWANCC for capital, operations, maintenance, and disposal costs for the collection, transportation and disposal of municipal waste generated within the City of Evanston.
Ald. Rainey mentioned that everyone knows about the theft at SWANCC. What she does not know is what did the City do to warrant a credit. It says the estimate for payment is based on previous years use. Wally Bobkiewicz (City Manager) said he thought this topic was more appropriate for an executive session. Additionally, at this time, auditing is going on. Ald. Rainey said that she is very concerned. This is a message to our representative, Ald. Wynne, is the City paying the proper amount. W. Bobkiewicz stated that all member communities are concerned and all is being reviewed. I am an alternate representative he noted and with Ald. Wynne, he agrees that the gravity of the situation is apparent to all.
It was moved by Ald. Rainey and seconded by Ald. Burrus that A3.6 be approved. A voice vote was taken and it was approved.

(A4.1) Approval of Change Order No. 1 for Groot Yard Waste Contract
Staff recommends approval of change order No. 1 to the yard waste contract with Groot Industries, Inc. in the amount of $0.55 per stop per month for the remainder of 2011, $0.27 per stop per month for 2012, $0.21 per stop per month for 2013, 0.15 per stop per month for 2014 and $0.32 per stop per month for 2015 until October 31st. The total contract amount was originally approved at $476,370, but due to higher than anticipated total cart volume is recommended at a not to exceed $600,000 amount for 2011. Funding is to be provided by the Solid Waste Fund (7690-62415) which has $788,018 budgeted for FY2011.
Ald. Rainey mentioned that at the time of the contract negotiations, there was a limit to the number of cans that they would collect. S. Robinson said that it was in the RFP. A range was given and if the City fell outside the range, then new negotiations would ensue. Ald. Fiske said she is concerned that the most logical way to collect more trash is to deploy more cans. She asked how much that would cost. S. Robinson said the increase would be $160,000. Additional carts means an additional truck and crew are required. There is no increase to the
residents. Ald. Holmes asked if this is not approved, can the City re-bid? S. Robinson noted that yard waste pick-up starts April 1st so we would need them to cover while the City re-bids. Yard waste as a stand-alone contract will be hard to sell. Few companies bid on it in the past. W. Bobkiewicz mentioned that there are many sanitation issues to deal with. There is a positive momentum in what the City and the vendors are doing. Rate adjustments may have to be sought in 2012. Ald. Burrus suggested that Groot needs to be given some leeway. Last year the estimate was off. I am against change orders but we gave them bad data and they could not bid accurately. Ald. Fiske asked the staff how much they believe this will change this year. In the beginning, S. Robinson said we had 1500 to 2000 cans. At the end, we were just under 4400 cans. Another 100 are planned for. Carts are a good deal. In addition, rates were based on the City collecting waste. Contractors prefer bags, they take less time to load than containers. Ald. Rainey asked, based on the rate increases in the contract, if the residents will see an increase in charges. W. Bobkiewicz said that Ms. Robinson has noted that there will be no change in rate to the residents.

It was moved by Ald. Burrus and seconded by Ald. Rainey that A4.1 be approved. A voice vote was taken and it was approved.

(A4.2) Approval of Change Order No.1 for the Evanston Police Department Firing Range Project (Bid 11-13)
Staff recommends approval of change order No.1 in the amount of $84,581.41 for the Evanston Police Department Firing Range Project. This change order will increase the current contract amount from $180,580.00 to $265,161.41. Funding is to be provided by Capital Improvements Fund Project #415721 with a total balance of $265,161.41.
Ald. Rainey stated that she asked the committee to read everything concerning this matter. I went to the range and it is in terrible shape, she continued. To those in charge, please keep a close eye on what is happening. There needs to be an owner’s representative to stay on top of this. W. Bobkiewicz stated that this is a very important project. It is one of two capital projects from 2009. The range is needed to qualify officers, for training and personnel keeping up their ability. I agree, it requires proper supervision. Ms. Levine is in charge and I have every confidence in her. Look at the wonderful roofing project she oversaw. Doug Gaynor and I are committed to getting this done quickly.
It was moved by Ald. Burrus and seconded by Ald. Fiske that A4.2 be approved. A voice vote was taken and it was approved.

(A5) Resolution 17-R-11 Authorizing the Use of Motor Fuel Tax Funds for Resurfacing Dodge Avenue from Oakton Street to Lee Street
The Evanston Department of Public Works recommends City Council approval of Resolution 17-R-11 authorizing the use of Motor Fuel Tax Funds (MFT) in the amount of $300,000 for the Dodge Avenue Street Resurfacing Project. This project will be funded through the Motor Fuel Tax Fund ($300,000; Fund# 200) and the CIP Fund ($665,000; Fund # 415857).
Ald. Burrus said that in wards 9 and 2, they are very excited to have this work accomplished.
It was moved by Ald. Burrus and seconded by Ald. Rainey that A5 be approved. A voice vote was taken and it was approved.

(A6) **Resolution 18-R-11 Authorizing the Use of Motor Fuel Tax Funds for General Maintenance of Streets**

Staff recommends approval of Resolution 18-R-11 by which City Council would authorize the transfer of $586,886 Motor Fuel Tax Funds for general maintenance of streets by City forces. The fund transfer was approved as part of 2011 budget.

It was moved by Ald. Rainey and seconded by Ald. Burrus that A6 be approved. A voice vote was taken and it was approved.

(A7) **Ordinance 19-O-11: Special Assessment #1506 Alley Paving Project – North of Main Street, East of Grey Avenue**

Staff recommends approval of proposed Ordinance 19-O-11 by which City Council would authorize paving of the alley north of Main Street, east of Grey Avenue through the Special Assessment Process. Funding for this work will be 50% special assessment funds and 50% by homeowners to be collected over a period of ten years. The City’s share ($130,707.35) will be paid by the special assessment fund 6365.65515.

Ald. Rainey asked what objections were given at the community meeting. S. Robinson related that two families objected to the alley improvement, they did not want to pay. However, there was 68% approval to go ahead. They were told of the assistance program but neither family qualified. Marty Lyons (Assistant City Manager) mentioned that he had already informed Alderman Elect Braithwaite concerning this situation.

It was moved by Ald. Burrus and seconded by Ald. Fiske that A7 be approved. A voice vote was taken and it was approved.

(A8) **Ordinance 20-O-11: Special Assessment #1507 Alley Paving Project – North of Brummel Street, East of Callan Avenue**

Staff recommends approval of proposed Ordinance 20-O-11 by which City Council would authorize paving of the alley north of Brummel Street, east of Callan Avenue through the Special Assessment Process. The estimated total special assessment cost of paving the alley is $61,150.10. The City’s share is $45,862.57, which is 75% of the total cost due to the adjacent CTA property on the north side of the proposed alley-paving project. It has been the City’s practice to fund the share of public agencies. Funding for this work will be 75% special assessment funds and 25% by homeowners to be collected over a period of ten years. The City’s share ($45,862.57) will be paid by the special assessment fund 6365.65515.

Ald. Rainey asked if the city engineers were aware that a few years ago, the embankment collapsed onto the tracks. Pal Schneider (City Engineer) said thanks for the information, he was not aware of the event. It will be reviewed.

It was moved by Ald. Rainey and seconded by Ald. Fiske that A8 be approved. A voice vote was taken and it was approved.
(A9) **Ordinance 21-O-11, Amending City Code Section 3-5-6-(Y) Class Y Liquor Licenses, to Regulate Wine Tastings and Permit Sales of Warm Beer**

Local Liquor Commissioner recommends City Council adoption of Ordinance 21-O-11, Amending City Code Section 3-5-6-(Y) Class Y Liquor Licenses, to Regulate Wine Tastings and Permit Sales of Warm Beer. The proposed ordinance will permit licensees to charge for wine tastings and to sell warm beer in no more than 10% of their stores. The proposed amendments conform to state statute.

Ald. Rainey asked if the fee was the same at new places as those that did not sell beer. Grant Farrar (Corporation Counsel/City Attorney) said he get back to her.

It was moved by Ald. Burrus and seconded by Ald. Fiske that A9 be approved. A voice vote was taken and it was approved.

IV. ITEMS FOR DISCUSSION

**(APW1) Street Sweeping Discussion Follow-Up**

S. Robinson did a follow-up to the last A & P W meeting. There have been some problems with the current street sweeping schedule such as combining one-sided streets with two sided streets. Some residents did not comply and others were confused. This new system is less complicated and will be less congested. Ald. Rainey thought it was a very positive plan. She mentioned that a letter should be hand delivered to each residence involved. Something personal would be good. Ald. Holmes suggested that a note be sent with the water bills. S. Robinson said they are using the “At Your Disposal” newsletter and it will be out before April fourth when street sweeping starts. Special sweeps is a whole different schedule and it was too much to learn. The plan is to change it to a tri-weekly schedule to simplify the signage.

**(APW2) Bus Shelter**

P. Schneider gave an update on the plans for bus shelters. Last year he stated, the Council approved a ten-year contract for advertising with Creative Outdoor Advertising of America with work starting in May, 2011. They have recommended 56 locations for bus shelters. The Aldermen have recommended 25 additional sites and made some objections to the some of the original 56 locations. 9 locations came from the Multi–Modal transportation plans. There will be no utilities at this time for heat or light. Ald. Rainey thought the design for the shelter was the ugliest one she has ever seen. She does not believe that the shelter will actually shelter residents. They are nothing more that a four legged billboard. P. Schneider noted that there is glass on three sides. He also noted that only two responses were received for the RFP. One was not acceptable. This style of shelter is the only one the company uses. These will be the first in the area. Rajeev Dahal (Senior Traffic Engineer) said all their work has been done in the south. Ald. Holmes asked if a model could be obtained and Ald. Rainey said she would like to talk with them. P. Schneider said they are in Florida but they could be invited back and asked to bring samples of the materials that will be used. W. Bobkiewicz suggested holding this item as it seems additional work is required. Ald. Rainey said she liked the company but
the committee never saw the product and she also believes that this shelter will not be acceptable in the historic district. W. Bobkiewicz noted that the balance is for a structure that can withstand the elements and not require high maintenance. Ald. Fiske asked who would provide maintenance. Ald. Rainey noted that the PACE shelters in Chicago are well maintained. The advertisers will demand high maintenance. Ald. Holmes ended the discussion saying that the item will be held.

V. COMMUNICATIONS

VI. ADJOURNMENT
Ald. Burrus motioned and Ald. Rainey seconded to adjourn. A voice vote was taken and the motion was approved at 7:25 p.m., March 14, 2011

Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services