MEETING MINUTES
Administration & Public Works
Tuesday, April 23, 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, Godwin Chen, Paul D’Agostino, Bob Dorneker, Chief Eddington, Grant Farrar, Sarah Flax, Doug Gaynor, Louis Gergits, Steve Griffin, Jewell Jackson, Lonnie Jeschke, Chief Klaiber, Stefanie Levine, Marty Lyons, James Maiworm, Joe McRae, Sat Nagar, Perry Polinski, Suzette Robinson, David Stoneback,

Others Present:

Presiding Member:  Alderman Holmes

I. DECLARATION OF A QUORUM: ALDERMAN HOLMES, CHAIR
With a quorum present, Chair Holmes called the meeting to order at 5:50 p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING OF April 10, 2012
A voice vote was taken and the minutes were unanimously approved.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 04/08/12 $2,626,600.56
A voice vote was taken and the Payroll of 04/08/12 was unanimously approved.

(A2) City of Evanston Bills FY 2012 through 04/24/12 $1,675,266.00
A voice vote was taken and the Bills through 04/24/12 were unanimously approved.

(A3.1) Approval of Contract with Municipal Sales, Inc. for 2012 Sewer Root Treatment (Bid 12-112)
Staff recommends that City Council authorize the City Manager to execute a contract for the 2012 Sewer Root Treatment to Municipal Sales, Inc. (P.O. Box 4743, Queensbury, NY) in the amount of $33,706.15. Funding will be provided by the Sewer Fund Account 7400.62461, which has a budget of $215,000.
Ald. Braithwaite asked for a little more information of how a New York company came in cheaper than one here in Evanston. Lara Biggs (Assistant Superintendent Water & Sewers) stated that in this industry, companies have crews that go around the country to perform the work. This company also won the bid two years ago.

A voice vote was taken and A3.1 was unanimously approved.

(A3.2) Approval of Contract with HD Supply Waterworks for 2012 Fire Hydrants (Bid 12-114)

Staff recommends that City Council authorize the City Manager to execute a contract for the purchase of Fire Hydrants with HD Supply Waterworks (29950 Skokie Highway, Lake Bluff, IL) in the amount of $62,010. Funding will be provided by the Water Fund Account 7115.65055, which has a budget of $150,000.

A voice vote was taken and A3.2 was unanimously approved.

(A3.3) Approval of Contract for Purchase of Trees and Planting Services Through the Suburban Tree Consortium

Staff recommends that City Council authorize the City Manager to execute a contract for the purchase of 250 trees and planting services for 100 trees from Suburban Tree Consortium (STC) in the amount of $61,129. Funding for these purchases is provided by an Emerald Ash Borer (EAB) Grant for Urban Forest Restoration in the amount of $16,115, and by the Parks/Forestry Division Account 3525.65005 with a budget of $80,000.

A voice vote was taken and A3.3 was unanimously approved.

(A3.4) Approval of Contract Renewal for the 2012 Summer Food Service Program with Open Kitchens Inc. (Bid 11-01)

Staff recommends that City Council authorize the City Manager to execute a contract for renewal of the 2012 Summer Food Service Program agreement with Open Kitchens Inc. (1161 West 21st Street, Chicago, IL) in the not-to-exceed amount of $2.3869 per lunch, or an estimated budget total of $86,500. This is a reimbursement program in which the total amount of reimbursement the City will receive is dependent upon the number of lunches served.

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

(A3.5) Approval of Northeastern Illinois Public Safety Training Academy (NIPSTA) 2012 Membership Dues

Staff recommends approval of payment of the 2012 Fire and Public Works membership fees in the amount of $25,042 to Northeastern Illinois Public Safety Training Academy (NIPSTA) (2300 Patriot Blvd, Glenview, IL). Funding for this membership is provided by Fire Department Account 2305.62360 with a budget of $33,900 for both the Fire and Public Works Departments.

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

(A3.6) Approval of Single Source Renewal of Police Service Agreement with Motorola

Staff from the Police Department recommends authorizing the City Manager to execute renewal of the annual single source Service Agreement
with Motorola, Inc. (1309 East Algonquin Road., Schaumburg, IL) for the amount of $57,818.07. The Agreement is effective from April 1, 2012 through December 31, 2012. Funding will be provided by the Emergency Telephone System, Service Agreements & Contracts Account 5150.62509 with a budget of $76,000.
A voice vote was taken and A3.6 was unanimously approved.

(A3.7) Approval of the Purchase of Twenty (20) Replacement Vehicles from CURRIE MOTORS
Staff recommends that City Council authorize the purchase of twenty (20) replacement vehicles for various departments in the amount of $441,689.54 from Currie Motors (9423 W. Lincoln Hwy., Frankfort, IL). Funding will be provided by the Equipment Replacement Fund Account 7780.65550.
A voice vote was taken and A3.7 was unanimously approved.

(A3.8) Approval of Contract Award for 2012 Water Main Replacement and Capital Improvement Fund Street Resurfacing Project to Glenbrook Excavating & Contracting Inc. (Bid 12-126)
Staff recommends that City Council authorize the City Manager to execute a contract for 2012 Water Main Replacement and Capital Improvement Fund Street Resurfacing Project with Glenbrook Excavating & Contracting Inc. (20389 Weiland Road, Prairie View, IL) in the amount of $2,997,045.66. Funding will be provided by the Water Fund $2,603,528.56 (733086.65515); Sewer Fund $122,970 (7420.65515); and CIP Street Resurfacing Fund $270,547.10 (415857.65515).
A voice vote was taken and A3.8 was unanimously approved.

(A3.9) Approval of Contract Extension for Hot Mix Asphalt (Bid 12-34)
Staff recommends City Council approval of a one-year contract extension for the purchase of 500 tons of modified hot mix asphalt at a cost of $52.00 per ton and 300 tons of modified hot mix binder at the cost of $44.00 per ton to Arrow Road Construction dba Healy Asphalt (3401 South Busse Road, Mt. Prospect, IL) for FY 2012 for a cost of $39,200. Funding will be provided by the FY 2012 General Fund Street and Alley Account 2670.65055 in the amount of $31,200; the Water Fund Account 7115.65051 in the amount of $4,000; and the Sewer Fund Account 7400.65051 in the amount of $4,000.
A voice vote was taken and A3.9 was unanimously approved.

(A3.10) Approval of Crack Sealing Contract
Staff recommends City Council approval of a contract extension with the Municipal Partnering Committee to award the 2012 Crack Sealing Contract to the lowest responsive and responsible bidder, North Suburban Asphalt Maintenance (8733 West Madison Drive, Niles, IL) in the amount of $50,000. Funding will be provided by the General Fund Street Maintenance Account (2670.62509), which has $75,000 budgeted for FY 2012.
A voice vote was taken and A3.10 was unanimously approved.
(A4) Resolution 34-R-12 Authorizing a Contract with Alfred Benesch & Company for Bridge Street Bridge Project Phase II Design Engineering (RFQ 10-25)
Staff recommends approval of Resolution 34-R-12 authorizing the City Manager to sign the Local Agency Agreement with the Illinois Department of Transportation (IDOT) and a Phase II Design Engineering Services Agreement with Alfred Benesch & Company (205 North Michigan Avenue, Chicago, IL) for Federal Participation for the Bridge Street Bridge Phase II Engineering Contract. Funding will be provided by the Capital Improvements Fund Account 415885 in the amount of $248,805, for which the City will be reimbursed $199,044 by the IDOT Highway Bridge Program Funds.
A voice vote was taken and A4 was unanimously approved.

(A5) Ordinance 40-O-12 Increasing One-Day Liquor License Fees
Staff recommends approval of Ordinance 40-O-12 amending fees for one-day liquor licenses. Approval of the proposed ordinance would increase fees for all one-day liquor license classifications by 50%. This ordinance will implement revenue enhancement fee increases which were included in the City’s approved FY2012 Budget.
Ald. Grover said that after reviewing this, she thought the 50% raise would put us out of line with our neighbors and only raise $2850. She stated that she did not want to keep organizations from applying. She thought fees should stay as they are. Maybe in a year this could be revisited. Ald. Rainey asked who requested one day licenses. Grant Farrar (Corporation Counsel/City Attorney) said it is block parties, community events, schools, etc. Ald. Rainey asked where it is needed and G. Farrar replied, NU is an area that applies for them. Ald. Rainey asked that if a caterer does the event, don’t they have a license. She asked for a list of who has gotten a one day license before. If it is keeping up with costs, fine, but I would still like to see a list. G. Farrar said he would follow-up with the information.
A voice vote was taken and A5 was unanimously approved.

(A6) Ordinance 46-O-12 Increasing Minimum Penalties for General Non-Parking Ordinance Violations
Staff recommends approval of Ordinance 46-O-12 amending minimum fines for general C-Ticket / Administrative Adjudication violations (non-parking ordinance violations). Approval of the proposed ordinance would increase the minimum penalty for general C-Ticket / Administrative Adjudication fines by $10. This ordinance will implement revenue enhancement fee increases which were included in the City’s approved FY2012 Budget.
Ald. Rainey asked what some of these non-parking tickets are. Marty Lyons (Administrative Services Director/CFO) replied that page 151 of the packet lists the top ten offenses getting tickets. Ald. Rainey asked what the collection rate is and M. Lyons said that off-hand he could not provide an answer. He offered to quarry the system to compare tickets issued and fees collected. Some tickets are written and at adjudication, they are repealed. Ald. Rainey asked if the list can contain the adjudicated tickets. M. Lyons said that it could. Wally Bobkiewicz (City Manager) stated that this office reports to him and that they meet regularly. We can make this part of the third Council meeting if you prefer. Our staff member for collections is in place and a report will come soon. Ald. Rainey asked what Chicago does. W. Bobkiewicz said it is that same. The State
figured it out for Chicago and are working out details for the other municipalities. They sent a revised intergovernmental agreement that Legal is reviewing. A voice vote was taken and A6 was unanimously approved.

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT
Ald. Grover moved and Ald. Rainey seconded that the meeting be adjourned. Chair Holmes adjourned the meeting at 6:20 p.m.

Respectfully Submitted,
Phillip Baugher
Administrative Assistant, Administrative Services