Administration and Public Works Committee Meeting
Minutes of January 12, 2015
Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center

MEMBERS PRESENT: D. Holmes, J. Grover, C. Burrus, P. Braithwaite, A. Rainey


PRESIDING OFFICIAL: Ald. Holmes

I. DECLARATION OF QUORUM
A quorum being present, Ald. Holmes called the meeting to order at 6:03 p.m.

II. APPROVAL OF REGULAR MEETING MINUTES OF DECEMBER 8, 2014
Ald. Burrus moved to approve the minutes of the December 8, 2014 A&PW meeting as submitted, seconded by Ald. Braithwaite.

The Minutes of the December 8, 2014 meeting were approved unanimously 5-0.

I. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through November 30, 2014 $2,615,630.57
City of Evanston Payroll through December 14, 2014 $2,637,436.82
City of Evanston Payroll through December 28, 2014 $2,591,719.85

For Action
Ald. Holmes moved to approve the City of Evanston Payroll (A1) through December 28, 2014, seconded by Ald. Grover.

The Committee voted unanimously 5-0 to approve the payroll.

FY2015 City of Evanston Bills – January 13, 2014 $2,503,241.52
Credit Card Activity Period Ending November 30, 2014 $124,226.06

For Action
Ald. Rainey requested more information for vehicle purchases, specifically she would like to know the vehicle and the department requesting it. She also asked about the Northwest Water Commission True-Up.

Dave Stoneback replied that an estimate of costs was charged at the beginning of the year. Then, at the end of the year, the actual costs are assessed and
adjustments are made. The bill has three parts; a return on rate, a depreciation charge and a quantity charge. The adjustment only affects the quantity charge.

There was more discussion to clarify the charges and reimbursements.

**For Action**

Ald. Holmes moved to approve the City of Evanston Bills (A2) for FY2014 and FY 2015 for the period up to January 13, 2015 and the Credit Card Activity Report for the period ending November 30, 2014, seconded by Ald. Grover.

The Committee voted unanimously 5-0 to approve the bills and credit card activity.

**(A3.1) Approval of Agreement with Rose Pest Solutions for City Wide Rodent Control Services for the City of Evanston (RFP 14-61)**

Staff recommends City Council authorize the City Manager to sign an agreement with Rose Pest Solutions (414 Frontage Road, Northfield, IL) for the provision of rodent control services to residences in Evanston in the amount of $22,880 for the period of February 1, 2015 to February 1, 2016. Funding is provided by Food and Environmental Health Account 100.24.2435.62605.

**For Action**

Ald. Braithwaite moved to recommend City Council authorize the City Manager to sign an agreement with Rose Pest Solutions (414 Frontage Road, Northfield, IL) for the provision of rodent control services to residences in Evanston in the amount of $22,880 for the period of February 1, 2015 to February 1, 2016.

The Committee voted unanimously 5-0 to recommend approval of the agreement.

**(A3.2) Approval of 2015 CIPP Sewer Rehabilitation Contract A with Insituform Technologies USA, LLC (Bid 15-01)**

Staff recommends that City Council authorize the City Manager to execute a contract for the 2015 Cured-In-Place Pipe Lining Contract A with Insituform Technologies USA, LLC (17988 Edison Avenue, Chesterfield, MO) in the amount of $310,979.10. Funding is provided by the Sewer Fund, Account 515.71.7420.62461, which has an allocation of $535,000 for this type of sewer rehabilitation work.

**For Action**

Ald. Burrus moved to recommend City Council authorize the City Manager to execute a contract for the 2015 Cured-In-Place Pipe Lining Contract A with Insituform Technologies USA, LLC (17988 Edison Avenue, Chesterfield, MO) in the amount of $310,979.10, seconded by Ald. Rainey.
Ald. Grover expressed concern over not choosing the lowest bidder. She pointed out that the City would be investing $44k more to work with the MWEBE compliant bidder to produce $5,800 in wages; she thought there could be a better way to invest that money in Evanston residents.

City Manager Wally Bobkiewicz stated that Ald. Grover’s assessment was correct. Staff felt uncomfortable presupposing Council’s policies and both of the lower bidders don’t comply with policies.

There was further discussion around alternative solutions, the qualifications of bidders and the bidding process, and ways to best interpret Council policies while simultaneously putting money to best use. The Committee agreed Ald. Braithwaite would discuss this case with the MWEBE Committee, staff would receive more guidance for similar situations and meet with vendors to encourage compliance, and this issue would be held in committee until February 9, 2015.

The Committee voted unanimously 5-0 to hold this item until the February 9, 2015 meeting.

(A3.3) Approval of an Amendment to the Agency Agreement with Northwestern University for the Management of the Natural Gas Purchase and an Amendment to the Agreement for the Purchase of Natural Gas for 16 City Owned Buildings

Staff recommends that the City Council authorize the City Manager to negotiate and execute Amendment 2 to the Agency Agreement with Northwestern University for the management of the natural gas purchase. The amendment extends the term of the agreement through August 31, 2021. Staff also recommends that the City Council authorize the City Manager to negotiate and execute Amendment 6 to the agreement with Twin Eagle Resource Management, LLC (5120 Woodway, Suite 10010, Houston, TX) for the purchase of natural gas for 16 City owned buildings when the strike price is below $4.10 per MMBTU. The amended term of the agreement will be effective September 1, 2016 through August 31, 2021.

For Action
Ald. Rainey moved to recommend City Council authorize the City Manager to negotiate and execute Amendment 2 to the Agency Agreement with Northwestern University for the management of the natural gas purchase. The amendment extends the term of the agreement through August 31, 2021. Staff also recommends that the City Council authorize the City Manager to negotiate and execute Amendment 6 to the agreement with Twin Eagle Resource Management, LLC (5120 Woodway, Suite 10010, Houston, TX) for the purchase of natural gas for 16 City owned buildings when the strike price is below $4.10 per MMBTU. The amended term of the agreement will be effective September 1, 2016 through August 31, 2021, Ald. Grover seconded.
There was some discussion about the futures market and the way strike prices are determined.

The Committee voted 4-0 to approve the amendment with Ald. Burrus abstaining.

(A3.4) **Approval of Contract with Hipskind Technology Solutions Group for City of Evanston Computer Data Storage Area Network Project (Bid 14-64)**

Staff recommends City Council authorize the City Manager to execute a contract for the bid for the City of Evanston Computer Data Storage Area Network project with Hipskind Technology Solutions Group (Two Westbrook Corporate Center, Suite 250, Westchester, IL) in the amount of $250,396.16. Funding is provided by Capital Improvement Fund Account 415.19.1450.65515.

For Action

Ald. Grover moved to recommend City Council authorize the City Manager to execute a contract for the bid for the City of Evanston Computer Data Storage Area Network project with Hipskind Technology Solutions Group (Two Westbrook Corporate Center, Suite 250, Westchester, IL) in the amount of $250,396.16, Ald. Burrus seconded.

There was some discussion about the lack of bidders. Jose Calderon, IT Division Manager, provided more information around the process and explained the good bid price.

The Committee voted unanimously 5-0 to recommend execution of the contract.

(A4) **Approval of Change Order No. 1 for 2014 CIPP Sewer Rehabilitation Contract B (Bid 14-43)**

Staff recommends the City Council authorize the City Manager to execute Change Order No. 1 for the 2014 CIPP Sewer Rehabilitation Contract B with Insituform Technologies USA, LLC (17988 Edison Avenue, Chesterfield, MO). This change order will increase the contract amount by $28,474, from $230,584 to $259,058. It will also extend the contract duration by 61 days from November 30, 2014 to January 30, 2015. Funding is available in the Sewer Fund through savings achieved in other accounts.

For Action

Ald. Holmes moved to recommend that City Council authorize the City Manager to execute Change Order No. 1 for the 2014 CIPP Sewer Rehabilitation Contract B with Insituform Technologies USA, LLC (17988 Edison Avenue, Chesterfield, MO). This change order will increase the contract amount by $28,474, from $230,584 to $259,058. It will also extend the contract duration by 61 days from November 30, 2014 to January 30, 2015, seconded by Ald. Grover.

The Committee voted unanimously 5-0 to recommend execution of the change order.
(A5) **Ordinance 109-O-14, Adding Title 3, Chapter 31, Regarding Transportation Network Providers**

City staff submits Ordinance 109-O-14 for City Council consideration. City staff was directed to draft an ordinance to regulate transportation network providers such as Uber, Sidecar, and Lyft. City staff reviewed and considered comparable ride-share statutes from similarly situated jurisdictions, including the recently enacted Chicago Ordinance.

**For Introduction**

Ald. Braithwaite moved to recommend City Council adopt Ordinance 109-O-14, adding Title 3, Chapter 31, Regarding Transportation Network Providers.

Mr. Bobkiewicz stated that ride/share businesses are operating, but they aren’t lawfully allowed to operate. The City must find a way to make operations lawful or the Corporate Council and Police Department must begin enforcement actions. He recognized that the community likes the services provided. He encouraged the committee to provide direction if the proposed ordinance doesn’t meet approval.

Ald. Grover asked about the regulating structure for taxi cabs including fees and permits.

Mr. Bobkiewicz offered to provide more information, but stated that the regulations for taxis don’t match the business model of the companies and communities across the country are also looking for solutions. Staff is reviewing policies set forth by other communities. Those communities that try to enforce are spending time and energy and it is the understanding of staff that Council would like to regulate, not enforce. Taxis are required to pay an annual fee per vehicle, but these companies don’t assign individual drivers to jurisdictions so that model doesn’t work.

Ald. Holmes asked about insurance.

Mr. Bobkiewicz replied that other communities require insurance from the companies rather than requiring insurance from individual drivers.

Corporate Council Grant Farrar stated that dozens of jurisdictions have adopted ordinances and are moving toward regulation not prohibiting operations. The ordinances he reviewed charge a fee to company, and the proposed ordinance is modeled after Chicago’s ordinance. He further stated that the insurance coverage as set forth would cover any issues.

Ald. Braithwaite also requested information on taxis and fee structures assessed for ride/share companies by other communities.

Attorney Farrar replied that cabs are charged $250 annually to operate and there are 140 cabs operating in Evanston. He stated that there is a range of fees.
assessed to each ride share company by other jurisdictions and provided several examples. He further clarified that the $25,000 proposed fee would be per company, not driver.

Ald. Rainey agreed that more information would be helpful, but that the point of the ride/shares is to be different from taxis. She expressed strong support for the businesses and provided a personal example of using the service with positive results.

Mr. Bobkiewicz reiterated his support for the businesses, but again requested that they be made lawful to operate in Evanston. He requested that the Committee provide any changes to the ordinance.

Ald. Holmes pointed out that the issue was for introduction and could be held until more information was provided.

Ald. Burrus questioned if regulation was necessary.

Mr. Bobkiewicz stated that other communities regulate.

There was discussion about things that the City has regulated in the past and whether the companies should be regulated in the same way that taxis are regulated.

Mr. Farrar pointed out that the ride/share companies accepted the Chicago ordinance. He further pointed out that other jurisdictions have regulated. He stated that his goal was to protect the City from liability.

There was discussion about ways to define the drivers working for these companies and the corporate structure of the ride/share companies.

Mr. Bobkiewicz stated that more information would be provided before any information goes on record. He stated that one option would be for the Committee to take no action.

There was discussion around other issues that were difficult to regulate.

The Committee agreed to hold the issue until the next meeting, January 26, 2015.

(A6) **Ordinance 124-O-14, Amending Title 10, Motor Vehicles and Traffic, Chapter 6, Traffic Schedules, Section 2 (B), Authority to Remove Vehicles**

The Transportation/Parking Committee and City staff recommends that the City Council adopt Ordinance 124-O-14, amending Title 10, Chapter 6, Section 2(A) adding Line 18 to allow towing for vehicles physically obstructing a fire hydrant and adding Section 2(B) providing 48-hour notice when temporary tow signs are posted.

**For Introduction**
Ald. Burrus moved to recommend City Council adopt Ordinance 124-O-14, amending Title 10, Chapter 6, Section 2(A) adding Line 18 to allow towing for vehicles physically obstructing a fire hydrant and adding Section 2(B) providing 48-hour notice when temporary tow signs are posted, Ald. Grover seconded.

The Committee voted unanimously 5-0 to recommend adoption of the ordinance.

(A7) **Ordinance 7-O-15, Residential Exemption Parking District ‘B’**
Staff and the Transportation/Parking Committee recommend that the City Council adopt Ordinance 7-O-15 amending the City Code by creating Subsection 10-11-10 (M), Schedule X to include two hour parking limits between 9 am and 9 pm on Church Street and Hinman Avenue.

**For Introduction**
Ald. Rainey moved to recommend City Council adopt Ordinance 7-O-15 amending the City Code by creating Subsection 10-11-10 (M), Schedule X to include two hour parking limits between 9 am and 9 pm on Church Street and Hinman Avenue, seconded by Ald. Grover.

The Committee voted unanimously 5-0 to recommend adoption of the ordinance.

(A8) **Ordinance 143-O-14, Decreasing the Number of Class D Liquor Licenses for Carmen’s of Evanston, Inc., 1241 Chicago Avenue**
Staff recommends City Council adoption of Ordinance 143-O-14, which amends Evanston City Code of 2012 Subsection 3-4-6-(D), to decrease the number of authorized Class D liquor licenses from fifty-two (52) to fifty-one (51) due to closing of Carmen’s of Evanston, Inc., dba Carmen’s of Evanston (“Company”), 1241 Chicago Avenue.

**For Introduction**
Ald. Grover moved to suspend rules and take action to adopt Ordinance 143-O-14, which amends Evanston City Code of 2012 Subsection 3-4-6-(D), to decrease the number of authorized Class D liquor licenses from fifty-two (52) to fifty-one (51) due to closing of Carmen’s of Evanston, Inc., dba Carmen’s of Evanston (“Company”), 1241 Chicago Avenue, Ald. Rainey seconded.

The Committee voted unanimously 5-0 to suspend the rules and adopt the ordinance.

(A9) **Ordinance 1-O-15, Authorizing the City Manager to Negotiate with Ward Eight LLC for the Sale of City-Owned Real Property Located at 629-631 Howard Street**
Staff recommends approval of Ordinance 1-O-15, authorizing the City Manager to negotiate for the sale of City-owned Real Property located at 629-631 Howard Street, Evanston to Ward Eight LLC. A two-thirds majority of City
Council is required to adopt Ordinance 1-O-15. Suspension of the Rules is requested for introduction and adoption by City Council on January 12, 2015.

For Introduction and Action
Ald. Rainey moved to suspend rules and take action to approve Ordinance 1-O-15, authorizing the City Manager to negotiate for the sale of City-owned Real Property located at 629-631 Howard Street, Evanston to Ward Eight LLC. A two-thirds majority of City Council is required to adopt Ordinance 1-O-15, Ald. Burrus seconded.

The Committee voted unanimously 5-0 to suspend the rules and approve the ordinance.

Citizen Comment
Junad Rizki spoke about the Water Department’s Water Utility Report.

IV. ITEMS FOR DISCUSSION

(APW1) Newspaper Box Program
For Discussion
Senior Project Manager Rajeev Dahal presented information on the City’s new Newspaper Box Consolidation Program. He opened with pictures of the boxes, described how they work, and then described the rules and permit process. He noted the 1 year renewal for permits which allows the City to monitor vendors. He provided before and after photos and described the locations of the boxes and provided information on the number of publications serviced by each box. Mr. Dahal closed by describing next steps including locations for new boxes, a timeline for completing each project, and the budget for the project.

VI. COMMUNICATIONS
No communications to report.

VII. ADJOURNMENT
Ald. Burrus moved to adjourn, seconded by Ald. Braithwaite.

The Committee voted unanimously 5-0 to adjourn. The meeting was adjourned at 7:13 p.m.

Respectfully submitted,
Jessica Wingader