Administration and Public Works Committee Meeting  
Minutes of October 14, 2013  
City Council Chambers – 5:45 p.m.  
Lorraine H. Morton Civic Center

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

I. DECLARATION OF QUORUM

A quorum being present, Ald. Holmes called the meeting to order at 5:49 p.m.

II. APPROVAL OF REGULAR MEETING MINUTES OF SEPTEMBER 23, 2013.

Ald. Grover moved to approve the minutes of the September 23, 2013 A&PW meeting as submitted, seconded by Ald. Braithwaite.

The minutes of the September 23, 2013 meeting were approved unanimously 5-0.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 9/22/13 $2,730,806.44

(A2) City of Evanston Bills FY2013 10/15/13 $5,014,765.58
Credit Card Activity through August 31, 2013 $ 145,450.19

For Action

Ald. Burrus moved to approve the City of Evanston Payroll (A1) through 9/22/13, seconded by Ald. Grover. The Committee voted 5-0 unanimously to approve the payroll.

Ald. Burrus moved to approve the City of Evanston Bills (A2) through 10/15/13, seconded by Ald. Holmes. The Committee voted unanimously 5-0 to approve the bills list.

Ald. Grover commented on the Washington National TIF expenditure of $12,000 to change the World of Beer signage. She did not believe any other facade improvement funds ever exceeded $12,000 for any one business. Ald. Rainey pointed out that in the past there have been facade improvements upwards of $40,000.
Marty Lyons, Assistant City Manager/CFO, is looking at the PIN numbers on the refund for the Washington National TIF to determine which ward will receive funds. This is a lump sum distribution from the County.

**A3) Approval of Purchase of Street Light Units from Elcast Lighting for 2013 Safer Neighborhood Area Project (SNAP)**

Staff recommends City Council approval for the single source purchase of 147 Induction lighting units from Elcast Lighting (815 S. Kay Avenue, Addison, IL) in the amount of $58,845.57 for the Safer Neighborhood Area Project to increase wattage of the Tallmadge street lights from 85 watt to 165 watt on several designated blocks. Funding is provided by the CDBG Fund Account 5220.62795, which has $59,000 budgeted for Fiscal Year 2013.

**For Action**

Ald. Burrus moved to recommend approval for the single source purchase of 147 Induction lighting units from Elcast Lighting (815 S. Kay Avenue, Addison, IL) in the amount of $58,845.57 for the Safer Neighborhood Area Project, seconded by Ald. Grover.

Ald. Braithwaite inquired about the pathways of the light installation. Homayoon Pirooz, Assistant Director of Public Works, explained that the locations have not yet been determined. Ald. Rainey stated that the Evanston Police Department made recommendations about the pathways. She asked Mr. Pirooz if others can submit location recommendations as well. He responded yes. Ald. Rainey suggested asking residents how they feel about increasing their wattage from 85 watts to 165 watts.

Ald. Grover asked about the timing of the project. Mr. Pirooz replied that once the order is placed, it will take a few months to receive the lights. Tom Twigg, Traffic Operations Manager, explained that with the workload of other City projects the lighting will be complete in mid 2014.

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

**A4) Approval of Grant Agreement with Youth Organizations Umbrella (Y.O.U.) to Provide Subcontract Services for Outreach Program**

Staff recommends that City Council authorize the City Manager to execute a grant agreement between the City of Evanston and Youth Organizations Umbrella (Y.O.U.) (1027 Sherman Avenue, Evanston) to provide subcontract services for year two of the Street Outreach Program grant. This agreement shall begin October 1, 2013 and remain in effect until September 30, 2014 and shall be renewed annually upon notification of grant award. Grant funding was awarded to Y.O.U. by the U.S. Department of Health and Human Services, from which the City will receive $37,432 during the grant period.

**For Action**

Ald. Grover moved to recommend that City Council authorize the City Manager to execute a grant agreement between the City of Evanston and Youth Organizations Umbrella (Y.O.U.) (1027 Sherman Avenue, Evanston) to provide
subcontract services for year two of the Street Outreach Program grant, seconded by Alderman Holmes.

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

(A5) Approval of Free Holiday Parking in the City’s Three Downtown Self-Park Garages and Lot 60 Located at 1234 Chicago Avenue
Staff recommends that the City Council consider approving free holiday parking in the City’s three Downtown Self-Park Garages and Lot 60 located at 1234 Chicago Avenue on weekdays between 5 p.m. and 12 midnight and all day on Saturday beginning Thursday, November 28, 2013 through Saturday, January 4, 2014.

For Action

Ald. Holmes moved to recommend that the City Council consider approving free holiday parking in the City’s three Downtown Self-Park Garages and Lot 60, seconded by Ald. Grover.

Ald. Rainey clarified that Lot 60 is just north of Dempster across from Union. She suggested blasting this information to residents.

The Committee voted unanimously 5-0 to recommend approval of free holiday parking.

(A6) Ordinance 78-O-13 Regarding Commercial Signs on Sidewalks
Staff recommends City Council adoption of Ordinance 78-O-13 amending the City Code Section 7-2-6(E), “Commercial Signs on Sidewalks.”

For Introduction

Ald. Braithwaite moved to recommend City Council adoption of Ordinance 78-O-13, seconded by Ald. Holmes.

Ald. Rainey asked if there is a specific reason for this recommendation. Mr. Pirooz stated that there was an issue a few months ago with a car wash on Dempster. The business needed to place a sign near an alley that directed customers to the entrance in the back of the property because the front sign was visible enough from the roadway.

The Committee voted unanimously 5-0 to recommend adoption of Ordinance 78-O-13.

(A7) Ordinance 92-O-13 Amending the City Code to Increase the Fines for Snow Emergency Parking Violations
Staff recommends adoption of proposed ordinance 92-O-13 by which the City Council would amend Sub-section 10-11-17(C) of the City Code to increase the fines for snow emergency parking violations. Fines for snow emergency parking violations will increase from $40 to $55 to match those of a snow route parking ban and the snow relocation fine will increase from $105 to $150.

For Introduction
Ald. Burrus moved to recommend adoption of proposed Ordinance 92-O-13, seconded by Ald. Holmes.

Ald. Burrus is opposed to both fine increases. The increases will be an undue hardship for seniors and disabled who are unable to move their vehicles to prevent tickets. She does not believe that increasing the fines will make people compliant.

At Ald. Braithwaite’s request, Jim Maiworm, Assistant Director of Public Works – Operations and Maintenance, explained the reason for the fine increase is to cover the City’s cost of towing and relocating vehicles of non-compliant residents. Currently, the costs are being subsidized with taxpayer dollars. Mr. Maiworm will continue to use every available source of technology, including social media and text messaging as a means to notify residents during snow emergencies.

During the last snow emergency, the City Manager suggested opening public garages as parking opportunities. Mr. Maiworm will work to continue to improve communication to residents during snow emergencies about accessible parking garages.

Ald. Burrus stated that communications should go out whenever there is a need to get vehicles off the street, not just in emergencies. Many residents do not have driveways or garages to move their vehicles. She is also concerned about residents with children that must park long distances from their homes.

Ald. Holmes suggested using school parking lots during snow emergencies, utilizing the sirens and loudspeakers and asking for citizen input.

Ald. Rainey feels there is a lack of consistency in enforcement and chronic abusers take advantage. She also mentioned instances of compliant residents receiving tickets for moving their cars back early after the streets are cleared. Ald. Holmes believes the City should always enforce the snow emergency signs.

Wally Bobkiewicz, City Manager, acknowledged great improvement in overall snow removal and parking enforcement over the past few years. At the end of last winter there were still complaints that the City was not doing enough. Staff presented these options to address past discussions of this issue. He offered to keep this issue in Committee through this winter season and report back in the Spring.

Ald. Rainey asked if residents know that certain parking lots are available after hours. City Manager Bobkiewicz replied that residents were notified in the past that snow emergency parking is available various lots around the City. In some extreme emergencies, parking was made available by Districts 202 and 65. He also agreed with Ald. Burrus to communicate the availability now in preparation for the winter months.

Ald. Grover asked if text and email alerts are also available for snow emergencies like they are for street cleaning. City Manager Bobkiewicz encouraged residents to continue to take advantage of the various notification mechanisms from the City. He explained that more than 4,000 residents are signed up to receive text and e-mail
alerts about street cleaning, but there is a separate box they must check to receive alerts about snow emergencies.

Ald. Holmes proposed moving forward in order to cover City costs.


(A8) Ordinance 106-O-13 Amending Title 7 of the City Code Regarding Clearance of Snow and Ice from Sidewalks and Other Related Matters

Staff recommends the adoption of the proposed ordinance 106-O-13 by which the City Council would amend Title Seven (7) of the City Code relating to clearance of snow and ice from sidewalks and other related matters in the City of Evanston.

For Introduction


Ald. Rainey suggested the Chamber and neighborhood business groups inform businesses that they are required to shovel their snow or risk being fined. Ald. Burrus stressed the importance of the volunteer programs for seniors and disabled residents that are unable to shovel their walks. She does not feel it is fair to penalize those that cannot comply.

Ald. Rainey stated if a senior or disabled resident receives a ticket for not shoveling their property they should call the City. Consideration will be given to their circumstances. The issue is with residents that are able to clear their property and are willfully non-compliant.

Ald. Grover said that she found Staff to be very helpful. She mentioned an instance during a blizzard when the Fire Department helped dig out residents with disabilities. Ald. Holmes pointed out the positive feedback she has received regarding the snow shoveling for seniors volunteer program headed by Audrey Thompson.

The Committee voted 4-1, with Ald. Burrus opposed to adoption of Ordinance 106-O-13.

(A9) Ordinance 110-O-13 Amending the City Code to Restrict Parking on Austin Street from Elmwood Avenue to Sherman Avenue

Staff recommends adoption of proposed ordinance 110-O-13 by which the City Council would amend Section 10-11-8 (A), Schedule VIII (A) of the City Code to prohibit parking on the south side of Austin Street from Elmwood Avenue to Sherman Avenue.

For Introduction

Ald. Holmes moved to approve City Council adoption of Ordinance 110-O-13, seconded by Ald. Grover.
After discussion, the Committee voted unanimously 5-0 to adopt Ordinance 110-O-13.

(A10) Ordinance 108-O-13, Creating Liquor License Classification M
Local Liquor Commissioner recommends adoption of Ordinance 108-O-13, which will create the new M liquor license classification to take effect on January 1, 2014. In Grape Company, the prospective licensee, indicated that the business would receive orders for wine and then provide delivery of wine to the customer at home.

For Introduction


At Ald. Rainey’s request, Kevin Ball, Owner of In Grape Co., spoke in support of its application for a Class M liquor license. Mr. Ball summarized the business concept: Sales will take place at the Evanston office space, located at 828 Davis Street, Lower Level, but the marketing and events would take place in the homes of customers. Guests at in-home events can express interest in purchasing wine, but the actual wine orders would get processed on-premise through the Evanston store. Purchases would get delivered by the operator from the store to the purchaser.

Kevin Ball (Owner) clarified that all events taking place in a customer’s home will take place after the purchase of wine from his store. Any subsequent wine-tasting events will involve wine that was pre-purchased by the host. If others in attendance at the event are interested in purchasing any of the wines, they will have to place an order at a later date through a store transaction. There will be no transactions during events. Mr. Ball explained that In Grape’s website is still being built. Projected sales for the company is $80-$100,000 in the first year. The purpose of In Grape is the opportunity to purchase wine in an educated way.

After discussion, the Committee voted unanimously 5-0 to adopt Ordinance 108-O-13.

(A11) Ordinance 111-O-13, Amending City Code Title 4, Building Regulations, by Adopting the 2011-2012 Model Codes by Reference, with Certain Amendments
Staff recommends adoption of Ordinance 111-O-13, which includes model codes that are nationally-recognized building regulations designed for the protection of the public health, safety and welfare.

For Introduction


After discussion, the Committee voted unanimously 5-0 to adopt Ordinance 111-O-13.

Staff recommends the City Council adopt Ordinance 114-O-13, for the issuance of $30.0 Million in General Obligation (G.O.) Bonds, to be used to refund the 2004/05
G.O. Bonds. This issuance will reduce the interest cost on this debt as well as reduce the outstanding bonds due and payable by the City resulting in an estimated debt service savings between $2.5 million and $3.75 million over the remaining life of these bonds.

**For Introduction**

Ald. Grover moved to approve City Council adoption of Ordinance 114-O-13, seconded by Ald. Burrus.

After discussion, the Committee voted unanimously 5-0 to adopt Ordinance 114-O-13.

(A17) Ordinance 101-O-13, Decreasing the Number of Class C Liquor Licenses due to the lapse in license for Pensiero Ristorante (1566 Oak Avenue)

The Local Liquor Commissioner recommends adoption of Ordinance 101-O-13.

**For Introduction**


After discussion, the Committee voted unanimously 5-0 to adopt Ordinance 101-O-13.

(A18) Ordinance 104-O-13, Amending City Code Title 3, Chapter 4 to Permit Issuance of a Class B Liquor License to Coffee House Holdings, Inc. (“Starbucks,” 1734 Sherman Avenue)

The Local Liquor Commissioner recommends adoption of Ordinance 104-O-13.

**For Introduction**

Ald. Grover moved to approve City Council adoption of Ordinance 104-O-13, seconded by Ald. Burrus.

After discussion, the Committee voted unanimously 5-0 to adopt Ordinance 104-O-13.

IV. ITEMS FOR DISCUSSION

There were no items for discussion.

V. COMMUNICATIONS

The next A & PW meeting will begin at 6p.m.

VI. ADJOURNMENT

Ald. Rainey moved to adjourn, seconded by Ald. Grover.

The Committee voted unanimously 5-0 to adjourn. The meeting was adjourned at 6:34 p.m.

Respectfully submitted,
Janella Hardin