Administration and Public Works Committee Meeting
Minutes of November 10, 2014
Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center

MEMBERS PRESENT: D. Holmes, J. Grover, C. Burrus, P. Braithwaite (arrived late)
MEMBERS ABSENT: A. Rainey
PRESIDING OFFICIAL: Ald. Holmes

I. DECLARATION OF QUORUM
A quorum being present, Ald. Holmes called the meeting to order at 6:07 p.m.

II. APPROVAL OF REGULAR MEETING MINUTES OF OCTOBER 27, 2014
Ald. Burrus moved to approve the minutes of the October 27, 2014 A&PW meeting as submitted, seconded by Ald. Grover.

The Minutes of the October 27, 2014 meeting were approved unanimously 3-0.

III. ITEMS FOR CONSIDERATION
(A1) City of Evanston Payroll through October 19, 2014 $2,824,691.76

(A2) City of Evanston Bills – November 11, 2014 $4,313,142.36
Credit Card Activity – Period ending September 30, 2014 $ 156,868.50
For Action
Ald. Holmes moved to approve the City of Evanston Payroll (A1) through October 19, 2014, seconded by Ald. Burrus. The Committee voted unanimously 3-0 to approve the payroll.

Ald. Holmes moved to approve the City of Evanston Bills through November 11, 2014 and credit card activity through September 30, 2014, seconded by Ald. Grover. The Committee voted unanimously 3-0 to approve the bills and credit card activity.

(A3.1) Approval of Contract Increase with SAFEbuilt, Inc. for Back-up Building Inspection and Plan Review Services

APPROVED
Staff recommends City Council authorization for the City Manager to increase the back-up Building Inspection and Plan Review Services contract agreement amount from $20,000 to a not to exceed amount of $35,000 with SAFEbuilt, Inc. (3755 Precision Drive, Suite 140, Loveland, CO) due to significantly increased need for plan review services. Funding for the increased services will be provided by available balance of $20,000 in Construction Engineering Services Account 100.21.2126.62150.

**For Action**

Ald. Burrus moved to recommend City Council authorization for the City Manager to increase the back-up Building Inspection and Plan Review Services contract agreement amount from $20,000 to a not to exceed amount of $35,000 with SAFEbuilt, Inc. due to significantly increased need for plan review services, seconded by Ald. Grover.

The Committee voted unanimously 3-0 to recommend approval of the contract.

(A3.2) **Approval of Towing Contracts for Snow Towing Operations**

Staff recommends that City Council authorize the City Manager to execute contract(s) for Snow Towing Services in an amount not to exceed $60,000 with various towing companies. (See attached list.) Funding is provided by the Snow and Ice Control General Fund Account 100.26.2680.62451.

**For Action**

Ald. Grover moved to recommend that City Council authorize the City Manager to execute contract(s) for Snow Towing Services in an amount not to exceed $60,000 with various towing companies, seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to recommend approval of the contracts.

(A3.3) **Approval of Contract with O’Hara Construction, Inc., for the Fleetwood-Jourdain Community Center- Fitness Center and Lorraine H. Morton Civic Center-Ground Floor (North Wing) Ceiling Installation**

Staff recommends City Council authorize the City Manager to execute a contract for the Fleetwood-Jourdain Community Center fitness center and Lorraine H. Morton Civic Center (ground floor north wing) acoustical ceiling installation project with O’Hara Construction, Inc., (8115 Ridgeway Avenue, Skokie, IL) in the amount of $19,991. Funding is provided by the Capital Improvement Fund for Fleetwood-Jourdain Minor Improvements Account 416458.65510.

**For Action**

Ald. Holmes moved to recommend City Council authorize the City Manager to execute a contract for the Fleetwood-Jourdain Community Center fitness center and Lorraine H. Morton Civic Center (ground floor north wing) acoustical ceiling installation project with O’Hara Construction, Inc., in the amount of $19,991, seconded by Ald. Grover.

The Committee voted unanimously 3-0 to recommend approval of the contract.

(A4) **Approval for a One Month Employee Health Insurance Premium Contribution Holiday**
Staff recommends that City Council authorize the City Manager to give a one month Employee Health Insurance Premium Holiday for the month of December 2014. Funding is provided by City health care savings due to lower claim costs that has resulted in the City’s overall health care costs decreasing in 2014.

For Action
Ald. Burrus moved to recommend that City Council authorize the City Manager to give a one month Employee Health Insurance Premium Holiday for the month of December 2014, seconded by Ald. Grover.

The Committee voted unanimously 3-0 to approve the premium holiday.

(A5) Approval for 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 approve 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 27, 2014 through Saturday, January 3, 2015. Funding is provided by the Parking Fund.

For Action
Ald. Grover moved to recommend that the City Council approve 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 27, 2014 through Saturday, January 3, 2015, seconded by Ald. Burrus.

Ald. Holmes noted that this is a great service provided by the City. She hopes residents take advantage.

The Committee voted unanimously 3-0 to approve free holiday parking.

(A6) Resolution 85-R-14, Designation of Illinois Municipal Retirement Fund (IMRF) Authorized IMRF Agent
Staff recommends City Council adoption of Resolution 85-R-14, appointing Martin Lyons as the IMRF Authorized Agent.

For Action
Ald. Holmes moved to recommend City Council adoption of Resolution 85-R-14, appointing Martin Lyons as the IMRF Authorized Agent, seconded by Ald. Grover.

The Committee voted unanimously 3-0 to adopt the resolution.

(A7) Ordinance 136-O-14, Amending Subsection 3-4-6-(A) Regarding Retail Sale of Wine and Beer for Consumption Off Premises
Local Liquor Commissioner recommends City Council adoption of Ordinance 136-O-14, which permits the retail sale of wine, refrigerated beer, and/or unrefrigerated beer in original packaging for consumption off the premises with the retail sale of food products.

For Introduction
Ald. Burrus moved to recommend City Council adoption of Ordinance 136-O-14, which permits the retail sale of wine, refrigerated beer, and/or unrefrigerated beer in original packaging for consumption off the premises with the retail sale of food products, seconded by Ald. Grover.

The Committee voted unanimously 3-0 to recommend adoption of the ordinance.

(A8) Ordinance 128-O-14 Authorizing the Lease of 2022 Central Street, Evanston with 2022 Central LLC d/b/a Lush Wine & Spirits
Staff recommends adoption of Ordinance 128-O-14, authorizing the City Manager to negotiate and execute a Commercial Lease with 2022 Central LLC d/b/a Lush Wine & Spirits for the lease of City-owned real property located at 2022 Central Street, Evanston. Suspension of the Rules is requested to permit introduction and action by City Council on November 10, 2014.

For Introduction and Action
Ald. Grover moved to recommend adoption of Ordinance 128-O-14, authorizing the City Manager to negotiate and execute a Commercial Lease with 2022 Central LLC d/b/a Lush Wine & Spirits for the lease of City-owned real property located at 2022 Central Street, Evanston, seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to suspend the rules and adopt the ordinance.

(A9) Ordinance 139-O-14, Amending the Class I Liquor License and Increasing the Number of Class I Liquor Licenses for 2022 Central, LLC d/b/a Lush Wine & Spirits, 2022 Central Street
Local Liquor Commissioner recommends adoption of Ordinance 139-O-14, which amends Evanston City Code of 2012 Subsection 3-4-6-(I), revising the current unused Class I Liquor License classification to more comprehensively and adequately address the retail sale of alcoholic liquor on premises which are restaurants with an additional retail sales area, increasing number of authorized Class I liquor licenses from zero (0) to one (1). Suspension of the Rules is requested to permit introduction and action by City Council on November 10, 2014.

For Introduction and Action
Ald. Holmes moved to recommend adoption of Ordinance 139-O-14, which amends Evanston City Code of 2012 Subsection 3-4-6-(I), revising the current unused Class I Liquor License classification to more comprehensively and adequately address the retail sale of alcoholic liquor on premises which are restaurants with an additional retail sales area, increasing number of authorized Class I liquor licenses from zero (0) to one (1), seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to suspend the rules and adopt the ordinance.
(A10) **Ordinance 137-O-14 Amending the Evanston City Code Title 7, Chapter 12, Relating to the City Waterworks System “Charges, Rates, Fees and Penalties”**  
Staff recommends City Council adoption of Ordinance 137-O-14 Amending the Evanston City Code, Title 7, Chapter 12, Relating to the City Waterworks System “Charges, Rates, Fees and Penalties”. Staff is recommending a ten percent (10%) water rate increase. Effective January 1, 2015, the minimum charges and the quantity charge are proposed to increase by ten percent.  
**For Introduction**  
Ald. Burrus moved to recommend City Council adoption of Ordinance 137-O-14 Amending the Evanston City Code, Title 7, Chapter 12, Relating to the City Waterworks System “Charges, Rates, Fees and Penalties” to effectively increase the water rate by ten percent (10%) on January 1, 2015, seconded by Ald. Grover.  
The Committee voted 2-1, with Ald. Holmes opposing adoption of the ordinance.

(A11) **Ordinance 140-O-14 Amending Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 10, Schedule X (C):Two-Hour Limited Parking on Ewing Avenue**  
Staff recommends that City Council adopt Ordinance 140-O-14 amending Title 10, Chapter 11, Section 10, Schedule X (C), by including the east side of Ewing Avenue from Harrison Street to the restricted thirty (30) minute space at Central Street, as limited two-hour parking between the hours of 9 o’clock (9:00) A.M and six o’clock (6:00) P.M., on any day except Sunday and national holidays.  
**For Introduction**  
Ald. Grover moved to recommend that City Council adopt Ordinance 140-O-14 amending Title 10, Chapter 11, Section 10, Schedule X (C), by including the east side of Ewing Avenue from Harrison Street to the restricted thirty (30) minute space at Central Street, as limited two-hour parking between the hours of 9 o’clock (9:00) A.M and six o’clock (6:00) P.M., on any day except Sunday and national holidays, seconded by Ald. Burrus.  
The Committee voted unanimously 3-0 to recommend adoption of the ordinance.

(A12) **Ordinance 141-O-14 Amending Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 10, Schedule X (F) 6: Residential Exemption Parking District A on Noyes Street**  
Staff recommends that City Council adopt Ordinance 141-O-14 amending Title 10, Chapter 11, Section 10, Schedule X (F) 6: Residential Exemption Parking District A. This amendment would eliminate the residential permit exemption for the two hour parking restrictions in the 800 and 900 blocks of Noyes Street to better manage the increased business activity in that area.  
**For Introduction**  
Ald. Holmes moved to recommend that City Council adopt Ordinance 141-O-14 amending Title 10, Chapter 11, Section 10, Schedule X (F) 6: Residential Exemption Parking District A to eliminate the residential permit exemption for
the two hour parking restrictions in the 800 and 900 blocks of Noyes Street to better manage the increased business activity in that area, seconded by Ald. Grover.

The Committee voted unanimously 3-0 to adopt the ordinance.

IV. ITEMS FOR DISCUSSION

(APW1) Update on Implementation of Clothing Collection Box Regulations For Discussion

City Manager Bobkiewicz updated the committee on the implementation of clothing collection box regulations. To date there are 24 licensed collection boxes. A table listing the location, ward, owner and status of all applications is included in the packet. There is also a listing of unlicensed boxes. The owners have been notified and those boxes will be removed prior to December 1, 2014.

Ald. Burrus thanked the Health and Human Services Department for the improvement of the conditions of the boxes at Home Depot. Ald. Grover noted that the implementation of the regulations have increased compliance.

City Manager Bobkiewicz added that anyone concerned about the placement or condition of a box can call 311. A map listing licensed boxes will be available on the City website as well.

VI. COMMUNICATIONS

VII. ADJOURNMENT


The Committee voted unanimously 3-0 to adjourn. The meeting was adjourned at 6:21p.m.

Respectfully submitted,
Janella Hardin