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

PRESIDING OFFICIAL: Ald. Rainey

I. DECLARATION OF QUORUM

A quorum being present, Chair Rainey called the meeting to order at 5:50 p.m.

II. APPROVAL OF REGULAR MEETING MINUTES OF June 10, 2013.

Ald. Rainey moved approval of the minutes of the June 10, 2013 A&PW meeting, seconded by Ald. Braithwaite.

The minutes of the June 10, 2013 A&PW meeting were approved unanimously 4-0.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 6/2/13 $2,620,447.59

Ald. Burrus moved to approve the payroll, seconded by Ald. Braithwaite.

The Committee voted 4-0 unanimously to approve the payroll.

(A2) City of Evanston Bills FY2013 through 6/25/13 $2,245,896.49

Ald. Burrus moved to approve the bills list, seconded by Ald. Braithwaite.

The Committee voted 4-0 unanimously to approve the bills list.

(A3.1) Approval of Agreement with Infosend Inc. for Utility Bill Printing and Mailing Services (RFP 13-27)

Staff recommends City Council authorize the City Manager to execute an agreement for Utility Bill Printing and Mailing Services for a two-year term with Infosend, Inc.
(1406 Centre Circle Drive, Downers Grove, IL) in the not-to-exceed amount of $27,507.90. Funding for the first year of the contract will be in the not-to-exceed amount of $13,753.95, of which $7,000 will be provided by the Water Fund (7125.62455) and $6,753.95 will be provided by the Sewer Fund (7400.62455).

**For Action**

Ald. Rainey inquired on which Evanston businesses received the bids. Marty Lyons, Assistant City Manager, read through a chart of the businesses, and further stated the City of Evanston invited 18 firms in total. 11 of the 18 firms were local. 7 firms submitted a response; none of the local firms submitted a response.

Ald. Rainey mentioned that she talked to Allegra, a local business, about a previous job they had not bid on, and Allegra said sometimes their mail piles up and is not opened. Mr. Lyons said they have been gathering comments, and if that is the reason that other local businesses have not been responding, the City will look at how they can adjust the process. The City will try, if it can within the statute, to get more local vendors involved. Ald. Rainey said if the reason for the lack of response is only because a business leaves its mail unopened, then the City shouldn’t have to alter what it is doing.

Ald. Holmes said what Mr. Lyons is doing is important, because it allows the Council the ability to answer why there aren’t more Evanston businesses.

The Committee voted unanimously 4-0 to recommend approval of the agreement.

**A3.2) Approval of Maintenance Plan Agreement for Sherman Plaza**

The Parking/Transportation Committee and staff recommend approval to continue a maintenance agreement for Sherman Plaza that was established in 2006. The agreement covers the period of August 23, 2013 through August 22, 2014 for a maximum not-to-exceed amount of $115,000. Funding is provided by the Parking Fund, Account 7036.62660.

**For Action**

Ald. Rainey inquired about why there is a low rate (less than $1000 a month) for the residential portion of the fund. Mr. Lyons asked Mr. Rick Voss, Parking/Revenue Manager, to answer. Mr. Voss stated that the agreement is based on a percentage of what has to physically be done. The condominium association has a very small percentage of the work that is kept within the realm of the City’s responsibility. The rate does not have anything to do with the number of spaces, only on responsibility.

The Committee voted unanimously 4-0 to recommend approval of the agreement
(A3.3) Approval of Contract with Elanar Construction Company for the Firemen’s Park Renovation Project (Bid 13-39)
Staff recommends that City Council authorize the City Manager to execute a contract for the base bid plus alternate bids 1, 2 and 3 for the Firemen’s Park Renovation Project with Elanar Construction Company (1739 Chestnut Avenue, #500, Glenview) in the amount of $255,400. Total funding of $315,000 is provided by FY2012 and FY2013 CDBG funds, FY2013 Capital Improvement Program (CIP) Account 415385, and Account 100.41333 (Nicor Park Easement).

For Action
Ald. Burrus requested further information on what specific areas the funding would be used for. Stefanie Levine, Assistant Superintendent of Parks and Recreation, stated that a new playground will be built, which includes: equipment, surfacing, curbing, lighting, drinking fountain, fence, electrical service, furnishings, fencing, park sign, and landscaping. Ald. Burrus requested that in the future it would be helpful to have a breakdown included in the packets that would list the cost for each item, rather than a lump sum cost. This would help to figure out cost savings.

Ald. Rainey stated that this is almost a third of a million dollar project, and will help keep the neighborhood and students in the area safer. Northwestern is contributing $25,000 for lighting, and she believes Northwestern should contribute all of the costs for lighting, as it will help keep their students safer and will enhance the parents’ comfort level.

The Committee voted unanimously 4-0 to recommend approval of the contract.

(A3.4) Approval of Contract with Construction Consulting and Disbursement Services, Inc. for the 2013 Municipal Service Center ‘D’ Building Roof and Masonry Repair Project (Bid 13-29)
Staff recommends that City Council authorize the City Manager to execute a contract for the 2013 Municipal Service Center ‘D’ Building Roof and Masonry Repair Project with Construction Consulting and Disbursement Services, Inc. (CCDS) (900 Skokie Boulevard, Suite 100, Northbrook, IL) in the amount of $39,300. Funding is provided by the FY 2013 CIP Account Number 415224 with a budget of $75,000.

For Action
Ald. Rainey noted it is a lot of territory for a small amount of money.

The Committee voted unanimously 4-0 to recommend approval of the contract.
(A3.5) Approval of Contract Award to A. Lamp Concrete Contractors Inc. for 2013 Water Main Replacement & Street Resurfacing Project II (Bid 13-45)

Staff recommends that City Council authorize the City Manager to execute a contract for the 2013 Water Main Replacement & Street Resurfacing CIP 2 Project to A. Lamp Concrete Contractors Inc. (1900 Wright Blvd., Schaumburg, IL) in the amount of $1,568,320.50. Funding is provided by the Water Fund (733086.65515) in the amount of $982,262.50; Sewer Fund (7420.65515) in the amount of $81,980; and CIP Street Resurfacing Fund (415857.65515) in the amount $504,078.

For Action

Ald. Rainey requested the specific areas for the construction project. Ald. Holmes states the areas include: Clark Street – Orrington to Chicago, Austin Street – Ridge to Custer, and Keeney Street – Hartrey to Dodge.

The Committee voted unanimously 4-0 to recommend approval of the contract.

(A4) Approval of Change Order No. 4 for Evanston Water Utility SCADA Phase III Engineering Services (RFP 08-74)

Staff recommends that the City Council authorize the City Manager to execute Change Order No. 4 to grant a time extension of 153 calendar days, to the agreement with CDM Smith, Inc. (125 South Wacker Drive, Suite 600, Chicago, IL), for the Evanston Water Utility SCADA Phase III Engineering Services (RFP 08-74). There is no cost associated with this change order.

For Action

Ald. Rainey asked if this project is taking an extra-long time, and if there are any current problems. Lara Biggs, Superintendent for Construction in Utilities Department, stated the contractor is Alan Integrated Control Systems (“Alan ICS”), and they are taking longer than was first contemplated. The City has helped them get organized, and Alan ICS is finishing up the project. The SCADA system is usable, and the City’s water department is operating off of the system. Ald. Rainey requested the bid amount for the project. Ms. Biggs stated it was 1.7 million dollars. Ms. Biggs stated there have only been time extensions for this project, and that the scheduling has been frustrating, but the quality of work is good. Mr. Lyons asked how often a project like this is done. Ms. Biggs stated that a complete change over is only done once every 30 years.

The Committee voted unanimously 4-0 to recommend approval of the change order.
(A5) Ordinance 58-O-13, Decreasing the Number of Active Class D Liquor Licenses, Wingstop

Staff recommends City Council adoption of Ordinance 58-O-13, which amends Evanston City Code of 2012 Subsection 3-4-6-(D), as amended, to decrease the number of authorized Class D liquor licenses to twenty-one (21), because Wingstop, 2434 Main Street, stopped selling alcohol in January 2013 and does not intend to renew its liquor license.

For Introduction

The Committee voted unanimously 4-0 to recommend approval of Ordinance 58-O-13.

(A6) Ordinance 64-O-13, Decreasing the Number of Active Class D Liquor Licenses, Siam Splendor

Staff recommends City Council adoption of Ordinance 64-O-13, which amends Evanston City Code of 2012 Subsection 3-4-6-(D), as amended, to decrease the number of authorized Class D liquor licenses to twenty (20), because Vichida Corporation, d/b/a Siam Splendour, 1125 Emerson Street, is not renewing its Class D liquor license.

For Introduction

The Committee voted unanimously 4-0 to recommend approval of Ordinance 64-O-13.

Ald. Rainey noted that it has started to thunderstorm.

(A7) Ordinance 65-O-13, Increasing the Number of Class P-1 Liquor Licenses, Temperance Beer Company

Staff recommends City Council adoption of Ordinance 65-O-13, which amends Evanston City Code of 2012 Subsection 3-4-6-(P-1), as amended, to increase the number of authorized Class P-1 liquor licenses to one (1), to permit liquor license issuance to Temperance Beer Company, LLC, d/b/a Temperance Beer Company, 2000 Dempster Street.

For Introduction

Ald. Rainey stated that this will be the first brewery in Evanston.

The Committee voted unanimously 4-0 to recommend approval of Ordinance 65-O-13.

(Power flickered in Council Chambers, and microphones lost their connection. Connection was restored quickly, and recess was not needed.)
(A8) **Ordinance 68-O-13, Amending Class P-1 Liquor License Capacity**

Staff recommends City Council adoption of Ordinance 68-O-13, which amends Class P-1 by increasing the maximum quantity of craft beer permitted for on-site production and storage from 465,000 gallons to 930,000 gallons annually. This amendment mirrors measures recently adopted by the state legislature in HB 1573.

**For Introduction**

The Committee voted unanimously 4-0 to recommend approval of Ordinance 68-O-13.

(A9) **Ordinance 66-O-13, Authorizing Class N Liquor Licensees to Offer Tastings**

Staff recommends City Council adoption of Ordinance 66-O-13, which amends Evanston City Code of 2012 Subsection 3-4-6-(N), as amended, to authorize Class N liquor licensees to offer tastings of alcoholic liquor. Class N liquor licenses are held by grocery stores including Jewel Osco, Dominick’s, Food 4 Less, Whole Foods, and Sam’s Club.

**For Introduction**

Ald. Rainey asked Grant Farrar, Corporation Counsel, to discuss if this Ordinance is different from allowing wine tastings at grocery stores. Mr. Farrar stated that this Ordinance allows for tastings of all alcoholic liquor, rather than just wine. This Ordinance is following a trend with the state law and retail establishments.

Ald. Rainey also asked about the Bassett certifications, and whether or not that applies to the actual individual serving the liquor. Mr. Farrar stated that Bassett requirement is encouraged for new applicants, and that the manager of the store would be overseeing the tastings.

The Committee voted unanimously 4-0 to recommend approval of Ordinance 66-O-13.

(A10) **Ordinance 67-O-13, Authorizing Class T Liquor Licensees to Offer Samples**

Staff recommends City Council adoption of Ordinance 67-O-13, which amends Evanston City Code of 2012 Subsection 3-4-6-(T), as amended, to authorize Class T liquor licensees to offer samples of beer brewed by the licensee. Class T is the City’s brewpub liquor license, and Smylie Bros. Restaurant and Brewery is the City’s only Class T licensee.

**For Introduction**

The Committee voted unanimously 4-0 to recommend approval of Ordinance 67-O-13.
(A11) Ordinance 75-O-13, Increasing the Number of Active Class D Liquor Licenses, Kingston Grill
Staff recommends City Council adoption of Ordinance 75-O-13, which amends Evanston City Code of 2012 Subsection 3-4-6-(D), as amended, to increase the number of authorized Class D liquor licenses to twenty-one (21), to permit liquor license issuance to Kingston Grill Restaurant, Inc., d/b/a Kingston Grill, 1164 Dodge Ave.

For Introduction

Alderman Braithwaite stated it is a great restaurant, and he wishes them good luck.

The Committee voted unanimously 4-0 to recommend approval of Ordinance 75-O-13.

(A12) Ordinance 56-O-13, Text Amendment to City Code Subsection 11-2-11-(B) to Correct Code Reference
Staff recommends City Council adoption of Ordinance 56-O-13, which amends the text of Evanston City Code of 2012 Subsection 11-2-11-(B), as amended, to correct the Code reference regarding mailing notices of impending vehicle immobilization.

For Introduction

Ald. Rainey stated that it is great that the City is carefully reviewing the Code and making the necessary corrections.

The Committee voted unanimously 4-0 to recommend approval of Ordinance 56-O-13.

(A13) Ordinance 74-O-13 Amending the City Code to Establish a Three-Way Stop at Dewey Avenue and Washington Street
The Alderman of the Ninth Ward recommends the adoption of proposed ordinance 74-O-13 by which the City Council would amend Section 10-11-5 (C), Schedule V (C) of the City Code to establish a Three-Way Stop at Dewey Avenue and Washington Street. Funding is provided by the Traffic Control Supplies Account 2670.65115, which has $40,000 budgeted for FY 2013.

For Introduction

The Committee voted unanimously 4-0 to recommend approval of Ordinance 74-O-13.

V. ITEMS FOR DISCUSSION
There were no items for discussion.

VI. COMMUNICATIONS
There were no communications.
VII. ADJOURNMENT

The Committee voted unanimously 4-0 to adjourn.

The meeting was adjourned at 6:19 p.m.

Respectfully submitted,
Susie Hall