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 24, 2013.

Ald. Burrus moved approval of the minutes of the June 24, 2013 A&PW meeting, seconded by Ald. Braithwaite.

The minutes of the June 24, 2013 A&PW meeting were approved unanimously 5-0.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 6/16/13 $2,759,255.18

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

The Committee voted 5-0 unanimously to approve the payroll through 6/6/13.

(A2) City of Evanston Bills FY2013 7/9/13 $3,894,114.74

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

The Committee voted 5-0 unanimously to approve the bills list.

Credit Card Activity – Period End May 31, 2013 $ 125,260.65

Ald. Holmes moved to approve the credit card activity, seconded by Ald. Burrus.

The Committee voted 5-0 unanimously to approve the credit card activity.
(A3.1) Approval of Contract with Kenny Construction Company for Large Diameter Sewer Rehabilitation (Bid 13-42)

Staff recommends that City Council authorize the City Manager to award a contract in the amount of $1,388,290 to Kenny Construction Company (2215 Sanders Road Suite 400, Northbrook, IL) for the Large Diameter Sewer Rehabilitation – Central Park Ave and Main St (Bid 13-42), contingent upon receiving the appropriate loan funding from the Illinois Environmental Protection Agency (IEPA). It is anticipated that the IEPA will provide loan funding from the State Revolving Fund in an amount up to $1,429,940 for this project.

For Action


The Committee voted unanimously 5-0 to recommend approval of the contract with Kenny Construction.

(A3.2) Approval of Contract with SAK Construction, LLC for 2013 Cured In Place Pipe Lining Contract B (CIPP) (Bid 13-43)

Staff recommends that City Council authorize the City Manager to execute a contract for the 2013 Cured-In-Place Pipe Lining Contract B (Bid 13-43) with SAK Construction, LLC (864 Hoff Road, O'Fallon, MO) in the amount of $179,887.70. Funding is provided by the Sewer Fund, Account 7420.62461, which has $206,277 in available funding remaining.

For Action

Lara Biggs, Superintendent of Construction reported that the contract began this summer, which is the first one done by SAK in Evanston, and SAK has been responsive and proactive.


The Committee voted unanimously 5-0 to recommend approval of the contract with SAK Construction.

(A3.3) Approval of Single Source Purchase of Rate of Flow Transmitters and Manifolds from Rosemount, Inc. for the Water Treatment Plant

Staff recommends approval of a single-source purchase of Rate of Flow Transmitter equipment from Rosemount, Inc. (8200 Market Boulevard, Chanhassen, MN) in the amount of $57,386.07. Staff is recommending the single source purchase from Rosemount in order that all transmitters would then be made by the same company and be the same model. Funding is provided by the Water Capital Improvement Program Fund, Account 733123.

For Action
Ald. Burrus moved to recommend approval of the purchase, seconded by Ald. Braithwaite.

Chair Rainey noted that it is single source so that all of the transmitters are compatible.

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

(A3.4) Approval of Agreement with Connelly’s Academy for Martial Arts Instruction
Staff recommends that City Council authorize the City Manager to execute a single source agreement with Connelly’s Academy (9750 Karlov Avenue, Skokie, IL) through December 2014 for martial arts program services at the Levy Senior Center, which is projected to reach a dollar value of over $20,000 in payments to the vendor. Revenue from program registrations are deposited into the General Fund Account, Levy Senior Center 3055.53565 and expenses for instruction paid from 3055.62505.

For Action

Ald. Burrus moved to recommend approval of the agreement, seconded by Ald. Grover.

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

(A3.5) Approval of Contract with A. Lamp Concrete Contractors Inc. for the 2013 CIP III Street Resurfacing Project (Bid 13-49)
Staff recommends that City Council authorize the City Manager to execute a contract for the 2013 CIP III Street Resurfacing Project (Bid 13-49) to A. Lamp Concrete Contractors Inc. (1900 Wright Blvd., Schaumburg, IL 60193) in the amount of $968,396. Funding is provided by the Capital Improvements Fund for $818,396 (Acct. 415857.65515 – 2013 Budget of $2.7 million and $1,082,000 being allocated in Phase I and II) and Howard- Hartrey TIF Fund $150,000 (Acct. 553104.65515 – 2013 Budget of $250,000).

For Action

Ald. Grover moved to recommend approval of the contract, seconded by Ald. Burrus.

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

Chair Rainey said she would be watching the company closely, since the City has had problems with them before, adding that the project will be a nice improvement to the school campus.
**A3.6) Approval of Contract with Chicagoland Paving for Davis Street Improvement Project (Bid 13-50)**

Staff recommends that City Council authorize the City Manager to execute a contract for the Davis Street Improvement Project (Bid 13-50) with Chicagoland Paving (225 Telser Road, Lake Zurich, IL) in the amount of $2,299,905.65. Funding is provided by the Washington National TIF Fund in the amount of $879,853.87 (Acct. 547616.65515 – 2013 Budget of $1,300,000), the Sewer Fund $250,000 (Acct. 7420.65515 – 2013 Budget of $250,000) and Capital Improvements Fund $1,170,051.78 (Acct. 415857.65515 – 2013 Budget of $1,197,000).

**For Action**

Ald. Burrus moved to recommend approval of the contract, seconded by Ald. Holmes.

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

**A4) Approval of Bridge Street Bridge Project Construction Funding Increase (RFQ 10-25)**

Staff recommends that City Council authorize the City Manager to increase the local share of the construction cost by $86,000 (20%) for the Bridge Street Bridge reconstruction project. The additional construction cost for the bridge project is funded from the remaining funds in the Street Resurfacing Program in the Capital Improvements Fund Account 415857.65515 (Total allocated expenses $1,900,873.43 and total budget of $2.7 million leaving $799,126.43 available).

**For Action**

Ald. Holmes moved to recommend approval of the funding increase, seconded by Ald. Grover.

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

**A5) City of Evanston FY2012 Audited Annual Financial Report**

Staff recommends that the FY2012 Audited Annual Financial Report be accepted and placed on file.

**Accept and Place on File**

Ald. Grover moved to hear the report, seconded by Ald. Burrus.

Marty Lyons, Assistant City Manager, said the 2012 calendar year Comprehensive Financial Audit Report had been completed and there were no new comments from the auditors. He said the City is working on configuring the new financial/HR software.

Chair Rainey inquired about Mr. Lyons’ response to the auditors’ comment that a 3rd layer of approval alleviate a “material weakness” to which Joe Lightcap, Manager of Baker Tilley Auditors, responded that not many municipalities prepare their own
financial statements and that the comment referred to computing routine journal entries in financial reporting at year end. Mr. Lyons said the auditors had expanded their scope in their duty. He said the City would change its procedures so they are followed the same at year end, as the rest of the year to alleviate the “material weakness.” At Ald. Grover’s inquiry he explained that he will get an email, so there can be a 3-level review with the new software.

Mr. Lightcap explained the opinion of the auditors, which was very positive. Chair Rainey thanked him.

Ald. Grover moved to put the report on file, seconded by Ald. Braithwaite.

The Committee voted unanimously 5-0 to put the report on file.

(A6) Resolution 41-R-13, Northwestern University Utility Easement on Emerson Street
Staff recommends that the City Council adopt Resolution 41-R-13 authorizing the City Manager to execute a chilled water service utility easement with Northwestern University in order to cross Emerson Street. The easement will be for a 50-year period for a $220 annual fee.

For Action

Ald. Holmes moved to recommend approval of Resolution 41-R-13, seconded by Ald. Braithwaite.

Chair Rainey asked Ms. Robinson to be sure the street is restored after the easement is in place, to which Mr. Robinson agreed.

The Committee voted unanimously 5-0 to recommend approval of Resolution 41-R-13.

(A7) Ordinance 77-O-13, Authorizing Sale of Surplus Vehicles and Equipment
Staff recommends that City Council authorize the City Manager to publicly offer the sale of various vehicles and equipment owned by the city through public auction based on Ordinance 77-O-13. The vehicles are presently out of service.

For Introduction


Chair Rainey moved to amend the Ordinance to exclude Camper Unit #38 from the from the sale, seconded by Ald. Holmes.

The Committee voted unanimously 5-0 to recommend introduction of Ordinance 77-O-13, as amended.
(A8) Ordinance 84-O-13 Authorizing 2013 General Obligation Bond Issue
Staff recommends approval of the attached draft ordinance number 84-O-13 for the FY 2013 bond issuance in the not-to-exceed amount totaling $12,700,000. The ordinance will be completed and signed after the bond sale date, which is tentatively scheduled for July 31, 2013.

For Introduction


At Ald. Burrus’s request, Mr. Lyons explained that there is $236,000 in the Special Assessments Fund and $64,000 in issuance costs. He said the City has gone from AAA down to AA1 rating with moderate debt load, which is sustainable. The City is meeting with Fitch Rating Services to investigate having the rating changed. He said the new changes will affect the 2014 debt. He explained that later this year, the 2004 and 2005 bonds will be eligible for re-financing so the City will have less bonds outstanding. When the City’s debts are lower, we will be afforded a lower interest rate.

The Committee voted unanimously 5-0 to recommend introduction of Ordinance 84-O-13, as amended.

V. ITEMS FOR DISCUSSION
(APW1) Bus Service Transit Routes

Since Ald. Fiske had requested the discussion and she was not present, Mr. Lyons suggested deferring the discussion to the 8/22/13 meeting. The Committee agreed.

VI. COMMUNICATIONS
There were no communications.

VII. ADJOURNMENT

Ald. Holmes moved to adjourn, seconded by Ald. Burrus.

The Committee voted unanimously 5-0 to adjourn.

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,
Bobbie Newman