Administration and Public Works Committee Meeting
Minutes of August 11, 2014
Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center

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


PRESIDING OFFICIAL: Ald. Holmes

I. DECLARATION OF QUORUM
A quorum being present, Ald. Holmes called the meeting to order at 6:11 p.m.

II. APPROVAL OF REGULAR MEETING MINUTES OF JULY 28, 2014
Ald. Burrus moved to approve the minutes of the July 28, 2014 A&PW meeting as submitted, seconded by Ald. Braithwaite.

The minutes of the July 28, 2014 meeting were approved unanimously 5-0.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through July 27, 2014 $2,957,954.83

(A2) City of Evanston Bills – August 12, 2014 $3,542,597.70

Credit Card Report ending June 30, 2014 $165,312.16

For Action
Ald. Holmes moved to approve the City of Evanston Payroll (A1) through July 27, 2014, seconded by Ald. Burrus. The Committee voted unanimously 5-0 to approve the payroll.

Ald. Holmes moved to approve the City of Evanston Bills through August 12, 2014 and the credit card report ending June 30, 2014, seconded by Ald. Grover. The Committee voted unanimously 5-0 to approve the bills and credit card report.

(A3.1) Approval of Replacement Purchase of 100’ Aerial Ladder Truck from Pierce Manufacturing (RFP 14-36)

Staff recommends City Council authorize the City Manager to execute a contract to purchase one (1) Tractor Drawn, Rear Tiller Steered 100’ aerial ladder truck for Evanston Fire & Life Safety Service Department from Pierce Manufacturing (2600
American Drive, Appleton, WI) in the amount of $1,016,811. Funding will be provided from the FY 2014 bond issue that included $1.1 million dollars for this recommended purchase.

**For Action**

Ald. Braithwaite moved to authorize the City Manager to execute a contract to purchase one (1) Tractor Drawn, Rear Tiller Steered 100’ aerial ladder truck for Evanston Fire & Life Safety Service Department from Pierce Manufacturing in the amount of $1,016,811, seconded by Ald. Burrus.

At Ald. Rainey’s inquiry, Assistant City Manager Lyons stated that there were no talks between the City and Northwestern regarding assistance with this purchase. The City did file unsuccessfully for a grant that we received 3 years ago for the previous ladder truck.

Ald. Rainey implored staff and Council to know the schedule of purchases so that entities can be approached to help with these costs.

At Ald. Braithwaite’s inquiry, Chief Klaiber explained that Truck 23 from Station 3 will be replaced by this new truck. The old truck will not be placed in reserve. It will be sold for scrap.

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

**(A3.2) Approval of Contract Extension with Third Millennium Associates, Inc. for 2015 Wheel Tax Print, Mail and Fulfillment Services**

Staff recommends City Council authorize the City Manager to execute a contract extension for 2015 wheel tax print, mail, and fulfillment services with Third Millennium Associates, Inc. (4200 Cantera Drive, Suite 105, Warrenville, IL) effective September 1, 2014 – August 31, 2015. Estimated cost is $48,042.54. Funding is provided by FY 2014 General Fund Account 100.19.1910.65045 and revenue from vehicle licensing.

**For Action**

Ald. Burrus moved to recommend that City Council authorize the City Manager to execute a contract extension for 2015 wheel tax print, mail, and fulfillment services with Third Millennium Associates, Inc. effective September 1, 2014 – August 31, 2015, seconded by Ald. Braithwaite.

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

**(A3.3) Approval of Contract with Insituform Technologies USA, LLC for the Cleveland Street Sewer Rehabilitation Project (Bid 14-46)**

Staff recommends that City Council authorize the City Manager to award a contract in the amount of $264,260 to Insituform Technologies USA, LLC (17988 Edison Avenue, Chesterfield, MO) for the Large Diameter Sewer Rehabilitation – Cleveland Street, 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 $272,188 for construction of this project.
Ald. Rainey moved to recommend that City Council authorize the City Manager to award a contract in the amount of $264,260 to Insituform Technologies USA, LLC for the Large Diameter Sewer Rehabilitation – Cleveland Street, contingent upon receiving the appropriate loan funding from the Illinois Environmental Protection Agency (IEPA), seconded by Ald. Burrus.

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

(A3.4) Approval of Rock Salt Purchase Contract Extension

Staff recommends City Council authorize the City Manager to execute a one-year contract extension for the purchase of up to 7,500 tons of rock salt from Morton Salt (123 N. Wacker Drive, Chicago, IL) at a cost of $84.58 per ton for a winter season total of $634,350. Funding for this purchase will be from the General Fund Snow and Ice Control Account 2680.65015.

For Action
Ald. Grover moved to recommend that City Council authorize the City Manager to execute a one-year contract extension for the purchase of up to 7,500 tons of rock salt from Morton Salt at a cost of $84.58 per ton for a winter season total of $634,350, seconded by Ald. Rainey.

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

(A3.5) Approval of Contract Award to Midwest Fence Corporation, for the Dempster Street Beach Boat Rack Expansion Project (Bid 14-47)

Staff recommends City Council authorize the City Manager to execute a contract for the Dempster Street Beach Boat Rack Expansion Project with Midwest Fence Corporation (900 N. Kedzie Avenue, Chicago, IL), in the amount of $72,641. Funding is provided by FY2014 CIP Account (415.26.4150.65060) with an allocation of $37,000 for these services and a total budget of $950,000.

For Action
Ald. Holmes moved to recommend that City Council authorize the City Manager to execute a contract for the Dempster Street Beach Boat Rack Expansion Project with Midwest Fence Corporation in the amount of $72,641, seconded by Ald. Grover.

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

(A3.6) Approval of Contract with Baltic Marine Services Incorporated for Water Craft Maintenance (Bid 14-51)

Staff recommends City Council authorize the City Manager to execute a contract for Watercraft Maintenance and Repair Services with Baltic Marine Services Incorporated (3136 S. Canal Street, Chicago, IL) in the amount of $35,226.25 for the period of September 1, 2014 through August 31, 2015 and for three (3) one (1) year extensions in each subsequent annual period. Funding is provided by the FY 2014 Materials to Maintain Autos Account (600.26.7710.65060) with an allocation of $37,000 for these services and a total budget of $950,000.

For Action
Ald. Braithwaite moved to recommend City Council authorize the City Manager to execute a contract for Watercraft Maintenance and Repair Services with
Baltic Marine Services Incorporated in the amount of $35,226.25 for the period of September 1, 2014 through August 31, 2015 and for three (3) one (1) year extensions in each subsequent annual period, seconded by Ald. Rainey.

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

(A3.7) Approval of Purchase of Methane Monitoring Systems for the Levy Center and Dawes School
Staff recommends the emergency purchase of methane gas monitoring systems for installation at the Levy Senior Center and Dawes School by Tyco/Simplex/Grinnell (91 N. Mitchell Ct. Addison, IL). The cost of installation for the Levy Senior Center is $23,728. The cost of installation for Dawes School is $18,826. Funding of $42,554 for installation at both facilities is provided by the Insurance Fund 605.19.7800.62150.

For Action
Ald. Burrus moved to recommend the emergency purchase of methane gas monitoring systems for installation at the Levy Senior Center and Dawes School by Tyco/Simplex/Grinnell in the amount of $42,554, seconded by Ald. Grover.

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

(A3.8) Approval of Payment for Additional James Park Landfill Testing
Staff recommends that City Council authorize the City Manager to issue payment to the law firm of Jeep & Blazer, LLC for costs to be incurred by the firm for environmental services to be performed by Jeep & Blazer’s consultant, SCS Engineers (24 N. Hillside Avenue, Suite A, Hillside, IL) in an amount not to exceed $106,000. Funding is provided by the Environmental Compliance Account 7800.62130.

For Action
Ald. Rainey moved to recommend that City Council authorize the City Manager to issue payment to the law firm of Jeep & Blazer, LLC for costs to be incurred by the firm for environmental services to be performed by Jeep & Blazer’s consultant, SCS Engineers in an amount not to exceed $106,000, seconded by Ald. Burrus.

At Ald. Rainey's inquiry, Deputy City Attorney Michelle Masoncup explained that the testing to be approved tonight is to characterize the gas further and determine if it is landfill gas or a different source. This firm will definitely identify the source, which is necessary for the safety of the community.

At Ald. Grover’s inquiry, Deputy City Attorney Masoncup confirmed that if the source is determined not to come from the City of Evanston, the Legal department is prepared to pursue any and all legal remedies including any federal claims. Some of these costs, including legal fees could be recoverable.

The Committee voted unanimously 5-0 to recommend approval of the payment.
Approval of January 1, 2014 Police and Fire Pension Actuarial Report

The Police Pension Board, Firefighter Pension Board and City Treasurer recommends that the City Council review and approve the January 1, 2014 Actuarial Valuation for usage in the 2014 Tax Levy (receivable in 2015) for Police and Firefighter pension funding purposes.

For Action
Ald. Rainey moved to recommend that the City Council review and approve the January 1, 2014 Actuarial Valuation for usage in the 2014 Tax Levy (receivable in 2015) for Police and Firefighter pension funding purposes, seconded by Ald. Braithwaite.

Assistant City Manager Lyons explained that the analysis shows both a 6.75% and a 6.5% interest rate. He noted that using a 6.5% interest rate, the amount for Fire funding is $6,214,928 and Police is $8,705,207, which would result in an increase of $184,298 to the 2014 levy payable in 2015.

At Ald. Rainey’s inquiry, Assistant City Manager Lyons clarified that the interest rates represent the expected rate of return on the future performance of investments.

Art Tepfer, Tepfer Consulting, agreed that 6.5% is an appropriate amount to use.

The Committee voted unanimously 5-0 to accept the report.

Approval of Chicago Avenue Improvement Project Design

Staff recommends that City Council approve the design concept for the 2015 Chicago Avenue Improvement Project. The proposed project addresses street resurfacing and other improvements for pedestrian and bicycle traffic from Davis Street to Sheridan Road. A presentation about the project scope and design will be provided by staff.

For Action
Ald. Grover moved to recommend City Council approve the design concept for the 2015 Chicago Avenue Improvement Project. The proposed project addresses street resurfacing and other improvements for pedestrian and bicycle traffic from Davis Street to Sheridan Road, seconded by Ald. Rainey.

Sat Nagar, Assistant Director of Public Works, Infrastructure and Engineering, explained the project scope and purpose of the Chicago Avenue improvement. The scope includes resurfacing, water main replacement, streetscape, a cycle track and an upgraded traffic signal dedicated to bike phase. The purpose of this project is to: Mitigate pedestrian and bicycle conflicts; provide biking access between the NU campus and downtown; and provide comfortable connection to the Davis and Church bike lanes.

Assistant Director Nagar noted the list of public involvement meeting for the Chicago Avenue Cycle Track. At Ald. Rainey’s inquiry, he confirmed that there is a 7th Ward meeting being scheduled at a date to be determined.

Assistant Director Nagar discussed different portions of the cycle track and its impact to parking and trees. There will be no widening of the streets and no tree
impact. Metered parking will be removed from the west side of Chicago Avenue and converted or retained on the east side of the street. Between Davis and Church 13 spaces will be removed on the west side of the street, 14 spaces will be retained on the east side and 70 spaces will be converted in the Church Street garage to 2-hour parking with the 1st hour free.

Ald. Burrus was extremely opposed to the plan. She expressed disappointment that there have been limited meetings as well as the proposal to eliminate parking in the downtown area. A major concern is the danger for cyclists at the Chicago/Sheridan intersection, which she felt is a liability for both pedestrians and cyclists. She also inquired about the access to the lakefront and Sheridan Road bike paths.

Ald. Grover explained that she is on the steering committee for this project and safety is a paramount concern. The purpose of this plan is to protect the people already using this corridor, minimize widening of the street/tree impact and parking near businesses.

Ald. Burrus felt that it was irresponsible not connecting this proposed path to the lakefront or Sheridan Road. Ald. Rainey explained that there is concern about bike lanes all over the City. There should be important alerts about bike meetings as it affects a number of people in different wards.

Assistant Director Nagar explained that we are approved for a $1.5 million grant for Chicago/Sheridan street resurfacing and streetscape, which is desperately needed. This issue came before the committee because an approval is needed for the consultant to begin.

City Manager Bobkiewicz asked the committee for clear direction for staff on this issue. Ald. Grover explained that the presentation for this item was cut short at the last meeting. All of the details and background of the proposed design were never shared with the committee.

Ald. Rainey moved to recommend that the full presentation with all background details be provided to the full Council as a Special Order of Business at a special meeting in September, seconded by Ald. Braithwaite.

The Committee voted unanimously 5-0 to recommend that the full presentation with all background details be provided to the full Council as a Special Order of Business at a special meeting in September.

(A6) Resolution 58-R-14, Authorizing the City Manager to Negotiate a TIF Redevelopment Agreement Regarding the Evanston Plaza Shopping Center
Staff recommends City Council adoption of Resolution 58-R-14, directing the City Manager to restate the City’s original commitment stated in Resolution 54-R-12 and authorizing the substitution of the party to negotiate with on the TIF Redevelopment Agreement Regarding Evanston Plaza Shopping Center to be Azzurri of Evanston, Inc. the contract purchaser for the real property located at 1900 Dempster. Funding is provided by the Dempster/Dodge Tax Increment Financing (TIF) District.

For Action
Ald. Braithwaite moved to recommend this item be held until the next City Council meeting, seconded by Ald. Rainey.

The Committee voted unanimously 5-0 to hold this item until the next meeting.

(A7) Revisions to Ordinance 74-O-14, Authorizing the City to Borrow Funds from the Illinois Environmental Protection Agency Water Pollution Control Loan Program
Staff recommends adoption of revisions to Ordinance 74-O-14, which currently authorizes the City to borrow funds from the Illinois Environmental Protection Agency (IEPA) Water Pollution Control Loan Program for Large Diameter Sewer Rehabilitation on Cleveland Street up to $253,000, with debt service to be paid from the Sewer Fund. When bids were received for this project on July 29, 2014, the lowest responsive and responsible bidder’s proposal was $264,260. The proposed ordinance revisions include increasing the borrowing limit to $300,000.

For Introduction
Ald. Braithwaite moved to recommend City Council adoption of revisions to Ordinance 74-O-14, to authorize the City to borrow funds from the Illinois Environmental Protection Agency (IEPA) Water Pollution Control Loan Program for Large Diameter Sewer Rehabilitation on Cleveland Street up to $300,000, with debt service to be paid from the Sewer Fund, seconded by Ald. Burrus.

The Committee voted unanimously 5-0 to adopt Ordinance 74-O-14.

(A8) Ordinance 95-O-14, Sale of Surplus Property – Fleet Vehicles
Staff recommends adoption of Ordinance 95-O-14 by which City Council would authorize the City Manager to offer the sale of vehicles owned by the City through public auction at the Northwest Municipal Conference Vehicle Auction sponsored by Manheim Auto Auctions on Tuesday, October 14, 2014.

For Introduction
Ald. Braithwaite moved to recommend adoption of Ordinance 95-O-14 by which City Council would authorize the City Manager to offer the sale of vehicles owned by the City through public auction at the Northwest Municipal Conference Vehicle Auction sponsored by Manheim Auto Auctions on Tuesday, October 14, 2014, seconded by Ald. Burrus.

The Committee voted unanimously 5-0 to adopt Ordinance 95-O-14.

(A9) Ordinance 96-O-14, Increasing the Number of Class D Liquor Licenses for Yoga and Renish, LLC d/b/a Mumbai Grill, 1728 Sherman Avenue
Staff recommends City Council adoption of Ordinance 96-O-14, which increases the number of authorized Class D liquor licenses from forty-nine (49) to fifty (50) and permit issuance of a Class D license to Yoga and Renish, LLC d/b/a Mumbai Grill, 1728 Sherman Avenue.

For Introduction
Ald. Rainey moved the recommend City Council adoption of Ordinance 96-O-14, which increases the number of authorized Class D liquor licenses from forty-nine (49) to fifty (50) and permit issuance of a Class D license to Yoga
and Renish, LLC d/b/a Mumbai Grill, seconded by Ald. Burrus.

The Committee voted unanimously 5-0 to adopt Ordinance 96-O-14.

(A10) Ordinance 97-O-14, Increasing the Number of Class D Liquor Licenses for MDCC, LLC d/b/a Ten Mile House, 1700 Central Street
Staff recommends City Council adoption of Ordinance 97-O-14, which increases the number of authorized Class D liquor licenses from fifty (50) to fifty-one (51) and permit issuance of a Class D license to MDCC, LLC d/b/a Ten Mile House, 1700 Central Street.

For Introduction
Ald. Grover moved to recommend City Council adoption of Ordinance 97-O-14, which increases the number of authorized Class D liquor licenses from fifty (50) to fifty-one (51) and permit issuance of a Class D license to MDCC, LLC d/b/a Ten Mile House, 1700 Central Street, seconded by Ald. Rainey.

The Committee voted unanimously 5-0 to adopt Ordinance 97-O-14.

IV. ITEMS FOR DISCUSSION

VI. COMMUNICATIONS

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

The Committee voted unanimously 5-0 to adjourn. The meeting was adjourned at 7:12p.m.

Respectfully submitted,
Janella Hardin