I. DECLARATION OF QUORUM
With a quorum present, Alderman Wollin called the meeting to order at 5:45 p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING of February 23, 2009
Minutes were unanimously approved 5 - 0.

(A1)* City of Evanston Payroll through 03/01/09 $2,301,336.19
Item A1 was unanimously approved, 5 – 0

(A2)* City of Evanston Bills through
FY08/09 03/09/09 $1,486,158.25
FY09/10 03/10/09 $864,991.40

Ald. Rainey spoke to the Value Remodeling Rehab item. She received a call a few months earlier from a citizen who said her Mother’s house was falling apart, in need of a lot of work. Ald. Rainey got her in touch with the City’s rehab program office and the results are a great job performed from the roof on down. The City is to be complimented. Ald. Wollin thought it was nice to hear a success story once in awhile. Ald. Rainey said that this is the type of story that should go in the Highlights. *** Ald. Wollin questioned the three payments made to SWANCC asking if it represented three invoices. Suzette Eggleston (Superintendent Streets and Sanitation) said it was three invoices and due to staff turnover, the “system” for processing invoices had not been followed. That has now been corrected. Ald. Rainey stressed that this should not happen. *** Ald. Rainey asked why a manager hired in Finance was now being sent to an accounting academy. Martin Lyons (Finance Director) said that the employee was in the Budget Division and educated in business administration. The accounting class was to provide cross-training between the Budget and Accounting Divisions. *** Ald. Wollin asked in the snow plow displayed was for show or was it the new one. S. Eggleston said it is the brand new one the City purchased and if they could, she would purchase more.

Item A2 was unanimously approved, 5 – 0

(A3.1)* Approval of City of Evanston Copier Machines Replacement and Maintenance Agreement RFP 09-17 with United Business Solutions
Recommend approval of reduction, replacement and upgrade of City copiers. The
City currently spends approximately $182,834 annually on copier lease, copier maintenance services and coin-box maintenance. Staff recommends entering into a contract with United Business Solutions (UBS) to purchase copier equipment for $119,926, at an estimated four year service agreement cost of $69,744 ($17,436 in 2009-10). Staff also recommends entering into a contract with Accountor Systems for the replacement and four years maintenance of coin, bill and card vend equipment to be attached to copiers at the Library at a cost of $24,386 ($19,255 in 2009-10). These requests will result in a four year estimated savings in copier system costs of $316,792. Funds for copier system and maintenance costs are budgeted in the General Fund, Capital Improvement Fund, Parking Fund, Fleet Fund and Water Fund.

Ald. Rainey expressed the opinion that copiers are the biggest violation of being green. She asked if this purchase was the first to get the City back to the forty in place or a downsizing. M. Lyons stated that the first option is to go down to twenty-six copiers and see how they serve the employees, scanning, emailing and copying when required. This reflects a decrease across the board. The current copiers on lease will be allowed to run out their leases. Ald. Wollin noted that revenue from the coin operated copiers will help meet costs. M. Lyons stated again that each replacement may mean fewer machines. Ald. Rainey asked if there was a move for staff to reduce paper. M. Lyons responded, yes. Ald. Rainey asked if 1090 was the correct number for the number of employees in Evanston. Jewell Jackson (Purchasing Manager) said that number included Permanent Part-Time and Full Time Equivalents. M. Lyons said that that is not 1090 all at the same time all of the time. Ald. Rainey asked what the figure was for the FTE employees. M. Lyons said it is about 840. He would get the information together and send it out. Ald. Jean-Baptiste asked how much paper comes in to the City, such as faxes that need to be distributed. M. Lyons said that more and more information/documents are coming in electronically. Ald. Jean-Baptiste related that a trend in legal offices is to scan documents and file them electronically. Some offices have a mail room that sends out scanned information. The City must think how best to use this procedure. Ald. Rainey noted that the City would pay for a fax but a scanned document would save on the phone bill. Ald. Jean-Baptiste asked for a status report in six months.

Item A3.1 was unanimously approved, 5 – 0

(A3.2)* Approval of Lowest Responsive and Responsible Bid (09-57) for the Ladd Arboretum Improvements – Phase I Project

Recommend approval of construction contract with Pinel Andrews Construction Corp. (1919 Greenwood Street, Evanston, IL) in the amount of $129,500 for the Ladd Arboretum Improvements – Phase I project. Funding provided by the Capital Improvement Fund.

Ald. Jean-Baptiste asked how Pinel got the award. Ald. Holmes noted that the two lower bids did not meet the requirements of M/W/EBE. Paul D’Agostino (Superintendent of Parks & Forestry) said that was correct and the company was known from doing the work at Fountain Square. Ald. Jean-Baptiste asked what the City’s evaluation of the work at Fountain Square was. Robert Dorneker (Acting Director Parks, Forestry & Recreation) stated that all the work was done within the time frame agreed upon. There is still one step to go, an adjustment to the fountain itself. It will be accomplished when the fountains are filled. Final payment has been held up for this reason. Ald. Wollin asked if the work at Fountain Square was completed. Dave Cook (Superintendent of Facilities) said the fountain was up and running on time. But, as usual, small adjustments need to be made. Pinel returns and fixes it and then returns again. Until the fountain is up and running for at least a month, payment is being withheld. Ald. Holmes asked if age is the cause of the problem. D. Cook said no, new controls for the water flow are in place. There is an odometer to control the height of the fountain depending
on the wind. Pinel has brought in good people to try and get the right configuration. Ald. Wollin asked in a piece of masonry had come loose. D. Cook said that yes it did but it was not due to faulty work by Pinel. A city snow removal truck dislodged the piece of masonry. Ald. Rainey asked what the cost was for repairing the fountain. D. Cook said it was 260 thousand dollars of which 35 thousand has been withheld. Ald. Rainey, referring to the Ladd Arboretum improvements asked about the alternates in consideration of the bids. P. D’Agostino said even with those alternates taken into consideration, Pinel was the lowest bidder. Ald. Rainey stated that she was voting against this item. The reason, she continued, was the City gave a quarter million to this firm for Fountain Square and they have to keep coming back. Ald. Jean-Baptiste said that was exactly why they asked D. Cook to be found and come to the meeting. D. Cook mentioned that the crew was here all summer as called. Ald. Hansen asked if the City had used Pinel before. P. D’Agostino said they had. Ald. Rainey asked if it was for the fire station and R. Dorneker said it was on work downtown. Ald. Holmes thought that maybe they had missed the fact that the fountain problem has to due with the wind in Evanston. Ald. Hansen said she understood Ald. Rainey’s position and that when the bid first came to the committee, there were concerns about Pinel. He brought in his subcontractors and specialists and promised that he would have the fountains working by Memorial Day, and he did.  

Item A3.2 was approved, 4-1

(A3.3)* Approval for Reporting Structure Change – Parking and Garage Funds
Recommend approval of merging the three funds: Sherman Garage, Maple Garage and Parking Fund.

Ald. Rainey asked that with this consolidation can the committee still see which garage spends what and what their individual revenue is. M. Lyons said that even TIF’s are broken out by fund. The City’s Auditors have approved this consolidation of accounts.

Item A3.3 was unanimously approved, 5 – 0

(A4)* Resolution 12-R-09 Authorizing the Interim City Manager to Execute the City of Evanston – Northwestern University Letter Agreement for Road Salt (Sodium Chloride) Procurement and Administration
Consideration of proposed resolution 12-R-09 authorizing the Interim City Manager to execute the City of Evanston – Northwestern University Letter Agreement for Road Salt (Sodium Chloride) Procurement and administrative costs.

Ald. Rainey suggested that this could be a problem for Ald. Tisdahl who has stated that Northwestern will pay 100 thousand dollars to build a new salt dome and this resolution reflects a one-time payment of $71,400. Ald. Wollin had guessed that the payment was twenty percent of the total. Ald. Rainey said that she had never heard about percents. All she heard over and over was 100 thousand dollars. It should be remembered that this is mutually beneficial to Northwestern. Rolanda Russell (Interim City Manager) said that the total is 100 thousand but arrived at by three parts. And now, administrative costs will be paid for the first time and for the next ten years. Ald. Rainey repeated it was to be 100 thousand dollars. R. Russell said the $93,000 plus the $7,202 dollars for administration equals and exceeds, 100 thousand dollars. Ald. Rainey said that this is two items. The $7,200 is owed for this past year. R. Russell mentioned that this is the first time an admin cost has been agreed to. $7,200 is new money. Ald. Rainey agreed that an administrative fee is good and should have been paid all along. But, she reiterated, Northwestern promised $100,000 for a dome. Ald. Jean-Baptiste thought that no matter how the monies are designated, it is still one hundred thousand dollars. This will be our agreement and it will reoccur over time. R. Russell said yes, over ten years this payment will be made. And, it will be reviewed in five years. Ald. Jean-Baptiste asked if that is $100,000 per year. R. Russell said no, the $100,000 is being paid now. After that, there
will be administrative costs of 7 thousand plus dollars each year. The City is currently negotiating to cover other benefits and services. This is just one agreement. Ald. Hansen noted that the administrative fee for storage of salt is for the previous year. She asked how it will go forward. R. Russell said the figure was just a figure for discussion. Ald. Hansen thought that since all the salt will be stored in the dome, the City should charge for storage.

Item A4 was approved, 4 - 1

(A5)*  **Resolution 14-R-09 Authorizing $140,371 to Fund the Evanston Police Department Summer Operational Plan - 2009**

Consideration of proposed resolution 14-R-09 authorizing funding for the Evanston Police Department's 2009 Summer Plan in the amount of $140,371. Funding provided by JAG Grant ($18,209); TIF Funds ($30,206) and City Operating Funds ($91,956).

Ald. Rainey said that she noticed there was no reference to the south end of town, especially the part that borders Chicago. Forbes Magazine has just written that it is the worst place to live; crime is rampant in Rodgers Park. Where is the reference to this area she asked? The Howard Street TIF could be used to patrol the area. The fear is, she continued, that the area will begin anew soon and push activities west from Chicago Avenue. When I asked Chief Eddington he told me that when things crop up, he would the EPD did not respond. The Commander for that area and I speak frequently. He stated that a plan won't cover the potential issues. The City of Evanston Police Department works closely with Chicago as to what is going on. Ald. Rainey said that there does not seem to be a plan to expand beat 78. Chief Eddington said the beat hours are 3 p.m. to 7 a.m. with a two man car and seven days a week. The Brummel Park Neighbors work with them and there have been no calls from them. Ald. Rainey stated that she believes this will change. Ald. Hansen said there are hot spots in the 9th Ward and they will get hotter. She noted that some activities are in place and the increased presence has helped. Chief Eddington said that it will continue but it will be addressed as it manifests itself. It is the quick reaction that helps, not keeping staff sitting somewhere with no action. Ald. Jean-Baptiste stated that they realize that the EPD does respond. But, he thought, the committee would like him to anticipate needs and include them in his plans. He noted that he has had one killing and one rape in a small area of his Ward. He noted that staff had done a lot but the hotspots are not mentioned in this resolution. This lack of recognition makes me wonder he said about priorities. Citizens will feel poorly about the lack of being mentioned. He felt the Department needed a plan to delineate these concerns. An intangible can be very important. This does not comfort people. We need to manage “perception.” The two sides need to be balanced. He recommended an amended plan be submitted. Chief Eddington said he understood and would get the documents to him. He suggested that if the facts were looked at, the EPD is in the neighborhoods as it is helpful when the Police go face-to-face. He knows that the force needs to continue to attend neighborhood meetings. He feels that words are not as positive. Ald. Wollin suggested approving this resolution but the Chief would return with a plan. Ald. Rainey asked if the Chief could do it like the Downtown Plan, an overview, a general statement. Ald. Jean-Baptiste asked if the Street Outreach Program was cut back. Chief Eddington said that two positions were eliminated in the budget.

Item A5 was unanimously approved, 5 – 0

(A6)*  **Resolution 15-R-09 A Resolution Relating to Water and Sewer Rates, Capital and Revenue Opportunities for the Evanston Water Utility**

Consideration of proposed resolution 15-R-09 authorizing the Interim City Administration and Public Works
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Manager and Division of Water and Sewer to 1) prepare a search for an attorney or firm to pursue the viability of developing additional wholesale water customers and 2) to proceed with developing a RFQ to hire an engineering firm to prepare a feasibility study and cost analysis to modify the water treatment plant to meet the increased water treatment capacity necessary to meet additional demands.

Ald. Rainey said that she could not vote on this resolution. Are we talking about 75 thousand or a million and half dollars. Since no money is mentioned, why waste the time was her question. Ald. Holmes asked if this resolution could be separated into two parts. R. Russell said that this is just information gathering, it will all be brought back to committee. Ald. Jean-Baptiste thought the cost of consultant, attorneys, etc. was proposed with the objective of obtaining proposals to examine processes that may be in place or not so the next document would be a proposal for the work. Dave Stoneback (Superintendent Water & Sewers) thought the engineering services should come in at 50 thousand dollars or less. It would be a detailed review of the plant, an evaluation of the system. Expansion could cost 51 million dollars but the payback is anticipated to be nine million a year and after the cost is covered, it would all be new revenue. Ald. Jean-Baptiste asked if the next step would be a proposal for action. D. Stoneback said it would be. M. Lyons said this might result in several firms providing the City with several options to accomplish the goal. Options and potential costs would then be presented.

Ald. Rainey asked if the City would still expand if the attorney thought the City could not get more customers. D. Stoneback said no, the expansion would only occur based on the potential growth in our customer base. One, hire the attorney and the two, hire the engineer. Ald. Wollin suggested authorizing a search for an attorney only. R. Russell cautioned if this resolution is split, we may be creating a delay. No money will be spent. Ald Jean-Baptiste asked about breaking existing contracts, noting that it is not mentioned in this resolution. The city needs a proposal for action, some qualifications and from the firms, what they can do. R. Russell said that she would rather it came back for discussion not for action. M. Lyons suggested for timing concerns it is to have the engineering piece start as potential customers will want to know if we can handle their orders before they go to their Boards and perhaps alienate there current providers. Ald. Rainey said that she would like to hire the attorney first. It is a big job for the engineer. A separate RFQ should be prepared for an attorney to do a preliminary report. Ald. Wollin asked R. Russell if that would be alright. R. Russell stated that it is preferred to go ahead as presented but if not satisfied, the first part only will be done. Ald. Jean-Baptiste asked why they cannot vote on the second part. Ald. Rainey said that if we cannot follow through the City will look bad.

Item A6 was amended to read: Consideration of proposed resolution 15-R-09 authorizing the Interim City Manager and Division of Water and Sewer to prepare a search for an attorney or firm to pursue the viability of developing additional wholesale water customers.

Item A6 was unanimously approved, 5 – 0 as amended.

(A7)* **Ordinance 15-O-09 Authorizing the Sale of Surplus Fleet Vehicles Owned by the City of Evanston (Obenauf Auction Service Municipal Equipment Auction)**

Consideration of proposed ordinance 15-O-9 authorizing the sale of surplus Fleet vehicles owned by the City of Evanston.

Item A7 was unanimously approved, 5 – 0

(A8)* **Ordinance 20-O-09 Decrease in the Number of Class R Liquor Licenses – Blind Faith Cafe**

Consideration of proposed ordinance 20-O-09 amending Section 3-5-6 (R) of the City Code to decrease the number of Class R Liquor Licenses from 2 to 1 due to the liquor class change/upgrade of Lipshutz Family Investment dba Blind Faith Café
Item A8 was unanimously approved, 5 – 0

(A9)* Ordinance 21-O-09 Increase in the Number of Class C Liquor Licenses – Blind Faith Café
Consideration of proposed ordinance 21-O-09 amending Section 3-5-6 (C) of the City Code to increase the number of Class C Liquor Licenses from 24 to 25 due to the liquor class change/upgrade of Lipshutz Family Investment dba Blind Faith Café (525 Dempster, Evanston, IL).
Item A9 was unanimously approved, 5 – 0

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT: 7:00 p.m.

Respectfully submitted:
Phillip Baugher
Administrative Assistant, Finance Department