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 April 27, 2009
Minutes were unanimously approved 5 - 0.

(A1)* City of Evanston Payroll through 04/30/09 $2,255,086.17
Item A1 was unanimously approved 5 – 0

(A2)* City of Evanston Bills through 05/12/09 $2,617,260.95
***Ald. Rainey asked if the City has insurance for the tree removal program. Paul D’Agostino (Superintendent of Parks and Forestry) said the City does not have insurance. But he noted, in a case like this, when the tree is on both public and City property, the costs are shared based on the percentage of ownership from the survey results.
***Ald. Rainey, referring to the annual payment to ACCELA thought it was a bit of a surprise. She asked if the City was happy with the software. Marty Lyons (Assistant to the City Manager) stated that this was the second payment, all of the software had not been installed. Ald. Rainey expressed concern that in the second year there was no opinion of how the program works. M. Lyons said that Building Permits uses the system and are happy with it. Ald. Rainey asked to clear up the current progress asking if the software is not fully installed or not fully customized. M. Lyons said that it is not fully installed. Ald. Rainey asked if people are using it and M. Lyons replied that Permits is. Ald. Rainey asked for a full progress report on what has and is happening. She remembered that they were all told that JDEdwards was the eighth wonder. Now we have a new system, please she asked, a full report, a major explanation. Ald. Jean-Baptiste remembered the Committee asking for a general update where the City is in IS. M. Lyons noted that the IS staff has just completed their first draft of a five year plan. In addition, the Finance Department is reviewing other firms to see if JDEdwards should be updated, modified or changed. Ald. Jean-Baptiste asked if he was getting ready to prepare a report. Rolanda Russell (Interim City Manager) said that yes, a very detailed report is being prepared. Ald. Jean-Baptiste requested that the report talk about where the City has been not just where it is going.
Item A2 was unanimously approved 5 – 0
(A3.1) *Approval of Acceptance of Illinois Department of Commerce and Economic Opportunity Grant*

Recommend approval of acceptance of a grant from the Illinois Department of Commerce and Economic Opportunity (IDCEO) in the amount of $60,000 to fund conversion of one collection day from recycling bins to larger capacity wheeled recycling carts. Acceptance of the grant requires a match of $96,324. Funding provided by Streets and Sanitation Recycling Services General Fund.

Ald. Rainey asked if the City is spending anything of this grant that would not have been funded if the grant were not available. Suzette Eggleston (Interim Public Works Director) said that yes, the City was going to purchase carts anyway. This grant saves the City sixty thousand dollars. Ald. Wollin asked that if there is a reduction in recycled materials, would it lower the City’s disposal cost with SWANCC. S. Eggleston said yes but remember; as more residents shift into the system, tonnage should go down. Ald. Wollin congratulated Carolyn Collopy, the City’s Sustainability Coordinator, on getting the grant. Ald. Rainey stated that the important green part is it will reduce our solid waste but it does not sound like a money maker. S. Eggleston noted that there will be a true-up at the end of the year where savings are applied to the last bill.

Item A3.1 was unanimously approved 5 – 0

(A3.2) *Approval of Lowest Responsible and Responsive Bid (10-12) for the Summer Food Service Program*

Recommend approval of lowest responsible and responsive bid (10-12) from the Open Kitchen, Inc. (1161 West 21st Street, Chicago, Il) for the 2009 Summer Food Service Program in the not-to-exceed amount of $2.185 per lunch. Funding provided through the reimbursement revenue and program expenditures budgeted in Recreation Business.

Ald. Rainey asked how the bid that was not accepted had been delivered. Jewell Jackson (Purchasing Manager) said that it was hand delivered.

Item A3.2 was unanimously approved 5 – 0

(A3.3) *Approval of Lowest Responsible and Responsive Bid (10-17) for Green Bay Road Landscaping Maintenance*

Recommend approval of lowest responsible and responsive bid (10-17) from KGI Landscaping Company (P.O. Box 265, Skokie, IL) for the landscape maintenance of the Green Bay Road railroad Embankment in the amount of $59,113. Funding provided for in the 2009-2010 General Fund.

Ald. Rainey noted how the committee and employees agonize over minority hiring but it does not seem as if the City seeks out local residents to bid on jobs. This should be an Evanston company doing the work. Ald. Jean-Baptiste asked Ms. Jackson why she thinks the City cannot attract locals companies to bid on small jobs. J. Jackson said that Lloyd Shepard the M/W/EBE Coordinator, does a search for groups that do a particular work and we forward the bids directly to them. Sometimes they bid and sometimes they do not. Doug Gaynor (Director Parks, Forestry & Recreation) said that this company is a minority business. Ald. Rainey said the memo clearly states that the minority requirement was waived based on the scope of the contract. J. Jackson explained that the waiver was provided for the sub-contracting because the work was narrow in scope and there were no sub-contracting opportunities. However, there should have been a second memo stating that they are a certified MBE. Ald. Wollin noted that reading the material there is no mention of this. She also stated that she has not been impressed with the landscaping along Green Bay Road. Our stretch of the road looks bad compared to the other suburbs. Ald. Holmes said that she has walked the area with both Mr. Gaynor and
Mr. D’Agostino after the Mayor got complaints. In most cases, the salt is killing everything so there can be no new growth. D. Gaynor mentioned that this contract is only for maintenance. If there is a design issue, then maybe that could be addressed separately. Ald. Holmes pointed out that it never looks good. Ald. Jean-Baptiste asked Mr. Gaynor if he is satisfied with the contractor. He also asked if KGI Landscaping had other contracts with the City. D. Gaynor said that this contract is only for litter removal and clipping and no they do not have any other contract with the City. Ald. Jean-Baptiste asked Mr. D’Agostino if he was satisfied with the work. P. D’Agostino said that yes he was with the maintenance. He felt some of the problem is that though some residents like the prairie grass design, others do not. Ald. Jean-Baptiste suggested that maybe it is time for a change. D. Gaynor said that if the Council gave the go ahead, he’ll have a study conducted concerning changes, replanting, etc. But he cautioned, it will be very expensive.

Item A3.3 was unanimously approved 5 – 0

(A3.4)* Acceptance of the City’s Proposed Project List for Inclusion in the Federal Energy Efficiency and Conservation Block Grant Application

Acceptance of the City’s proposed project list for inclusion in the Federal Energy Efficiency and Conservation Block Grant application totaling $749,700.00.

Ald. Holmes, directing her comments to C. Collopy, referred to the residential program and the numerous phone calls from residents concerning the cost and how this program will benefit the citizens. Can it benefit seniors she asked. Carolyn Collopy (Sustainability Coordinator) said that there is money for residential weatherization and seniors certainly can qualify. Ald. Holmes asked who would conduct the energy survey. C. Collopy replied that it had not been decided yet if it will be only in-house for sent out of the Civic Center. Ald. Holmes asked when it will go out and C. Collopy said as soon as the program is approved. R. Russell noted that some community groups have volunteered to help. Ald. Jean-Baptiste asked what percent of the grant can be used for salary. C. Collopy replied that the figure is ten percent or up to 75 thousand, whichever is greater. Ald. Jean-Baptiste requested that the committee be kept involved in the process. We need, he stated, to be able to watch as monies come in. C. Collopy will submit the project list to the Department of Energy, makes adjustments as might be required and then get back to the committee. Ald. Wollin wanted to know who was eligible and Ald. Holmes said she believed that residential recycling educational materials are covered. S. Eggleston noted that some monies have already been spent on educational materials to be handed out with new carts. Ald. Holmes felt that hands-on training would be beneficial. S. Eggleston said that there are two programs in place. Inside the cart there is a picture to tell what goes in the cart. The EPA Intern will help develop a waste audit and after performing it, will talk directly with residents who seem confused about the program. Ald. Holmes said she would gladly host meetings in her Ward. S. Eggleston said there are already programs at the High School getting the students to participate in recycling. Ald. Rainey, referring to page seven, asked if the total estimated project cost was an accurate figure as the total for the amount leveraged is incorrect. It was noted that the correct amount leveraged is $506,949. Ald. Rainey asked if she was correct in assuming that all of the projects were not in the budget and C. Collopy relied that that was so. Ald. Jean-Baptiste asked Ms. Collopy to clarify an earlier statement. Did she say that she was trying to decide if the City would use staff or outside employees for the weatherization project. C. Collopy said that is correct. Ald. Jean-Baptiste said the he feels locals could easily do the work. C. Collopy said that normal channels would be used. Ald. Jean-Baptiste asked what the difference was between this grant and CEDA money. C. Collopy replied that the City has talked with CEDA for low incomes qualifiers. This program is separate from CEDA and is more flexible. It is not just for low-income families. Ald. Jean-Baptiste felt that the City should be very aware of
both programs to avoid redundancy. At the end of this program, he would like a report. C. Collopy felt that the programs are being controlled. Ald. Rainey asked if the building had to be occupied to be weatherized. C. Collopy felt that with income guidelines being part of the process, occupancy should not be a question. Ald. Rainey, referring to the $115,00 for the Commercial District Recycling Project, asked if it was for purchasing recycling cans. S. Eggleston that this is an area where there are only garbage cans. These cans will be on the street and will part of the street-scape program. Ald. Rainey asked if they would be better than oil drums. She mentioned this because some commercial properties do not have pick-up. There must be some communication with these properties on this subject. There are TIF funds available to help with an education program. She noted that not all commercial owners live in Evanston.

Item A3.4 was unanimously approved 5 – 0

IV. ITEMS FOR DISCUSSION

Ald. Rainey pointed out that this was the last meeting for Alderperson Hansen and Alderperson Wollin. She wanted it noted that they have been very important to the City Council, to A & P W and City. She also noted that she was especially unhappy with Alderperson Hansen’s departure since she was the one that got them all onto computers. Ald. Jean-Baptiste issued an invitation to them saying they were always welcome to return and sit in on meetings. Both were appreciative of the comments and the applause.

V. COMMUNICATIONS

VI. ADJOURNMENT: 6:30 p.m.

Respectfully submitted:
Phillip Baugher
Administrative Assistant, Finance Department