ADMINISTRATION & PUBLIC WORKS COMMITTEE
MONDAY, FEBRUARY 28, 2005

MINUTES

Members Present: Aldermen Feldman, Jean-Baptiste and Rainey

Staff Present: Judith Aiello, Alan Berkowsky, Kathy Brenniman, Pat Casey, Dave Cook, Paul D’Agostino, Rajeev Dahal, Bob Dorneker, Zeltee Edwards, Herb Hill, Sam Hunter, David Jennings, Vincent Jones, Stefanie Levine, Regina Lookis, Sat Nagar, Mayre Press, Elke Purze, Cathy Radek, Max Rubin, Debbi Sleet, Bruce Slown, Bill Stafford, Judy Witt and Barb Zdanowicz

Others Present: Unidentified others

Presiding: Ald. Feldman, Chair

I. Declaration of Quorum

Ald. Feldman called the meeting to order at 7:20 p.m., as a quorum was present.

II. Approval of Minutes of Regular Meeting of February 14, 2005

Ald. Rainey moved approval of the minutes of the February 14, 2005 meeting. Seconded by Ald. Jean-Baptiste. Motion passed unanimously.

Ald. Feldman noted that Ald. Moran would spend that evening at the Planning & Development Committee as he had significant interests in their agenda.

III. Citizen Comment

Robert Chatz, representing Call One, said he was there to answer any questions the committee may have regarding the contract with his company.

Betty Ester, wanted to know, regarding the sewer rate increase, when was the first bond issued, how many bonds are connected with the long-term sewer project and when will these bonds start retiring? Finance Director Bill Stafford responded that the rate was set for four different increases and those were geared toward bonds that the City issued but, more importantly, to IEPA loans that the City has. Those loans go in conjunction with the contracts. He stated there is close to $88 million in IEPA bonds that are outstanding. Mr. Stafford said several new bonds will be added when the City does the final two contracts and pointed out that it was always their intention to add bonds as the new contracts come in. Ms. Ester understood that, when the project was completed and the bonds and IEPA loans were paid off, the sewer fee would drop. Mr. Stafford stated the long-term plan was that this would be the final rate increase and that would be in place until the bonds peak in FY 2012 or FY 2013. At that point, there would be more revenue coming in than bonds and a distinct possibility for sewer relief on the rates.

Ald. Rainey commented that this sewer user study would reveal some interesting information. She noted that a common complaint in the summer is that people use water for their lawns, but that activity does not impact the sewer system. The user survey will show how the different water users dispose of the water that comes out of their faucets. Ald. Rainey was pleased that the City Manager followed through with her suggestion to delay the 5% rate increase. The bonds need to be paid off, she noted, but the increase will be delayed six months. Ms. Ester said that she and other residents would look forward to learning the results of the user survey.

IV. Items for Consideration on Council Agenda
(A1) City of Evanston Payroll through 02/24/05 - $2,012,298.54

(A2) City of Evanston Bills through 03/01/05 - $2,220,760.60
Ald. Rainey asked about the $300 printing charge for Levinson Tot Lot? Landscape Architect Stefanie Levine responded that the charge was for bid sets to prospective contractors and includes specification drawings. Usually 20-30 sets are needed. Ald. Rainey wondered why this couldn't be done electronically. Ms. Levine stated that they have to distribute these materials to contractors on hard copies and acknowledged that it is a lot of paper.

(A3.1) Approval of the lowest responsive and responsible bid from Mid American Water in the amount of $147,998.28; Foreman & Company in the amount of $56,606.06; National Waterworks Inc. in the amount of $105,482.90; Ziebell Water Service Products, Inc. in the amount of $58,854 and Vollmar Clay Products Company in the amount of $170,110 for water distribution materials for a two-year period. (Funded in the Distribution Materials and Sewer System accounts.)

(A3.2) Approval of the lowest responsive and responsible bid from Polydyne in the amount of $20,000; Rowell Chemical in the amount of $45,320 and $708; Solvay in the amount of $41,700; Stiles-Kim in the amount of $109,650 and U.S. Aluminate in the amount of $50,701.30 for water treatment chemicals. (Funded in the Water Filtration Division account.)

(A3.4) Approval of the lowest responsive and responsible bid from Stertil-Koni for the purchase of one platform lift, for the Fleet Services Division, at a cost of $37,741. (Funded in the Fleet Services account.)

(A3.5) Approval of the purchase of 30 defibrillators from Medtronic Emergency Response Systems at a cost of $56,167.81, using a General Services Administration contract. (Funded by FY 2004-05 contingency funds and Foreign Fire Tax Funds.) Ald. Rainey mentioned that a list provided showed which facilities would have the units. She noted that the Levy Center has several defibrillators purchased by the Foreign Fire tax and those need to be added to the list.

(A3.6) Approval of the purchase of property insurance for the City valued at $375,000,000 at a cost of $262,250; terrorism coverage (certified/non-certified events) at a cost of $48,000; excess general liability insurance coverage ($10,000,000 coverage in excess of $2,000,000) at a cost of $217,053 (first tier) and $68,095 (second tier); medical professional (paramedics) liability insurance at a cost of $13,449; fine art coverage at a cost of $11,597; and crime and fidelity coverage at a cost of $12,842. The total cost is $633,286. (Funded in the Insurance Fund.) Ald. Jean-Baptiste asked about the City's broker, Marsh, which had been in the news lately, and wanted to know if that had any impact on the City. First Assistant Corporation Council Herb Hill responded that the problems occurred out of the New York office. He stated that all of the City's policies have been placed locally. Mr. Hill noted that the City's files (with Marsh) are being audited independently and, when that is completed, the City will have a chance to review the audit. He felt that Marsh has given the City good service and believed that would continue. Ald. Jean-Baptiste asked how long have they done business with them? Four years. Aldermen Jean-Baptiste and Rainey suggested that other insurance brokers be explored for next year.

Ald. Rainey asked for a list of the fine art objects that the City is insuring.

(A3.7) Approval of contract with Call One for local and long-distance telephone service using the Northwest Municipal Conference contract (Funded in the Information Systems budget.)
Ald. Rainey asked if the changeover to another service provider would be chaotic? Management & Budget Director Pat Casey responded that the savings would be about $22,000 for a combination of local and long-distance phone service and he expected the transition to be seamless. He explained that Call One is a reseller that had out bid SBC for the phone service.

(A3.8) Approval of a cooperative maintenance agreement with EVMARK for downtown maintenance, including funding a portion of a private contractor to provide enhanced maintenance and landscaping at a cost of $58,394.40 (Funding is available in Downtown TIF and the refunding of Special Service Area #5 bonds.)

(A5) Resolution 10-R-05 - Acceptance of Donation - Consideration of proposed Resolution 10-R-05, which authorizes the City Manager to execute an agreement between the Lighthouse Rotary Foundation of Evanston and the City for acceptance of the donation of 10 fitness stations valued between $25,000-$50,000 and permission to install and construct them on the City's lakefront path system. (This item is on the Council Agenda as Special Order of Business Item SP1.)

(A6) Ordinance 24-O-05 - Easement Agreement - Consideration of proposed Ordinance 24-O-05, which authorizes the City Manager to execute an easement agreement with TR Sienna Partners for foundation and earth retention on the public right-of-way adjacent to 1100 Clark St. and 1719 Ridge Ave. For Introduction

(A7) Ordinance 25-O-05 - Easement Agreement - Consideration of proposed Ordinance 25-O-05, which authorizes the City Manager to execute an easement agreement with Foster Development LLC for a water main installation on the public right-of-way at 819-823 Foster St. For Introduction

(A8) Ordinance 21-O-05 - Revision to Sewer Rates - Consideration of proposed Ordinance 21-O-05, which amends Title 7, Chapter 13, Section 3(A) of the City Code to adjust the sewer user charge and delay the currently planned rate increase until September 1, 2005. For Introduction and Action (This item is on the Council Agenda as Special Order of Business Item SP2.)

(A10) Ordinance 23-O-05 - Vehicle Sticker Fine - Consideration of proposed Ordinance 23-O-05, which amends Section 10-8-10 of the City Code to increase the vehicle sticker fine. For Introduction and Action (This item is on the Council Agenda as Special Order of Business Item SP4.)


(A3.3) Approval of the lowest responsive and responsible bid from E. Norman Security Systems, Inc. for a fire alarm system for Fleetwood-Jourdain Community Center at a cost of $35,596. (Funded by 2003-04 CDBG funds.)

Ald. Rainey wanted to know why it took two years from the time the CDBG funds were allocated until a bidder was found for this job? Facilities Management Director Max Rubin stated that his department oversees about 50 such projects each year and promised to provide a more finite timeline for the project.


(A4.1) Approval of contract amendment number one (1) for Phase I of the Bike Plan implementation by T.Y. Lin International with an increased cost of $6,407 to the original contract amount of $34,216. (Funded by GO bonds.)
Ald. Jean-Baptiste asked if Council would get to review the plans again before they start painting bike lanes? He had concerns about a number of streets that the consultants have identified as needing bike lanes that he viewed as dangerous. He wanted to review the final plans. Public Works Director David Jennings explained that Phase I is a detailed “concept” plan that requires background information. He added that the “actual” plans would not be drawn until they get to Phase II. Ald. Jean-Baptiste cited Emerson St. as an example of a dangerous street for a bike path. He wanted to be sure Council would be scrutinize the plan before they approve it. Ald. Rainey reported seeing a cyclist on the Howard St. bicycle lane and noted that drivers are staying out of the lane.


(A9) Ordinance 22-O-05 - Cigarette Tax - Consideration of proposed Ordinance 22-O-05, which amends Section 3-2-14-2 of the City Code to increase the Cigarette Tax. For Introduction and Action (This item is on the Council Agenda as Special Order of Business Item SP3.)

Ald. Rainey agreed with staff’s suggestion to increase the cigarette tax to $.32/pack and didn’t think many would go out of the way to save money by buying cigarettes elsewhere.

Ald. Rainey moved approval of the $.32/pack cigarette tax increase. Seconded by Ald. Jean-Baptiste. Motion passed unanimously.

IV. Communications

(APW1) Evanston Fire Department recruitment
Ald. Jean-Baptiste inquired whether the EFD is working with the high school to attract Evanston residents to the department? Chief Berkowsky reported that two firefighters attended a job fair at ETHS last Friday. He said working with Human Resources and Human Relations, the department planned to hold a career day at some of the City's fire stations. Evanston residents would be encouraged to visit, talk to firefighters, look at the equipment and facilities and, hopefully, apply. He mentioned that cards are available for display throughout the community or firefighters could hand them out. Chief Berkowsky noted that online recruitment material was posted three weeks ago and there were 60 hits without any publicity. Ald. Jean-Baptiste wanted to know what has been the trend in hiring Evanston residents in the last 10-15 years? Human Resources Director Judy Witt stated she needed to look up that information and would get him a report.

Ald. Rainey asked why they are working with people from a 2001 candidate pool? Ms Witt said that 14 people left and those candidates are being processed.

(APW2) Update on City of Evanston radio station
Ald. Feldman asked what are the call letters for the radio station? Max Rubin responded they are WPXZ and 1650 AM is the frequency. He said final grounding was completed and some tuning is needed. It should be up and running in the next few days. It will be used for snow emergencies and to broadcast other information in a continuous scroll. He noted that the station is located in the Emergency Operation Center at the Service Center.

V. Adjournment
There being no further business before the committee, it adjourned at 8:23 p.m.

Respectfully submitted,

Mayre Press
Deputy City Clerk