ADMINISTRATION & PUBLIC WORKS COMMITTEE

MINUTES

Monday, September 12, 2005
5:40p.m. – 7:20p.m.

Evanston Civic Center
Room 2404


Members Absent:


Others Present:

Presiding: Alderman Rainey, Chair

I. DECLARATION OF QUORUM.
With quorum present, Alderman Rainey called the meeting to order at 5:40p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING of September 12, 2005
Unanimous vote of approval by Alderman Rainey.

III. Citizen Comment
• Jill Saeger

IV. ITEMS FOR CONSIDERATION ON COUNCIL AGENDA

(A1) * City of Evanston Payroll through 09/08/05
August 12, 2005 through August 25, 2005 $2,302,551.33
August 26, 2005 through September 8, 2005 $2,177,361.66
$4,479,912.99

Item A1 was considered, moved, approved and seconded, and passed unanimously.

(A2) * City of Evanston Bills through 09/13/05
$6,423,387.27

Ald. Holmes inquired about the billing for the roofing contract on page 33 of the bills list. Max Rubin explained the roofs the contractor will be servicing, referenced previous work done by the same contractor and explained the billing cycle. Ald. Holmes also inquired about the Home Depot paving on page 32.

Item A2 was considered, moved, approved and seconded, and passed unanimously.
(A3.1) * Approval of pre-qualified firms to provide consulting services for traffic signal studies. Funded by the Capital Improvement Program.
Item A3.1 was considered, moved, approved and seconded, and passed unanimously.

(A3.2) * Approval of professional services contract with Emergency Management Systems in an amount not to exceed $34,790 for a Fire Department Study. Funded by the FY 2005-06 Contingency Fund.
Ald. Rainey solicited comments from Chief Berkowsky. The Chief explained that the quality control mechanisms have not been reviewed in fifteen or twenty years. It is just good business practice to review our training procedures, do we have adequate resources, are we using proper protocols, etc. (introduced consultant). Ald. Holmes asked about the routing of a 911 call. Berkowsky explained it depends upon the nature of the call. Sometimes it is appropriate for both fire and police to respond, sometimes it would be one or the other. Ald. Holmes asked about 321. Berkowsky noted those are ambulance calls. Ald. Holmes wondered why there were so many. Mayor Morton asked if the Fire Department receives a rating like the Police Department from the Commission of Accreditation. The Chief responded there are two processes. One is the ISO Insurance, EFD rating is a 3, on a scale of 10 to 1. 1 being the highest. Also there is the Fire Department Accreditation. Chief Berkowsky clarified that the Fire Department has only communicated interest in becoming accredited. Mayor Morton asked if a list of evaluation criteria will be sent to EFD. Chief Berkowsky responded yes and they have attended several seminars. Mayor Morton asked how does it all fit into the request for a consultant. The Chief feels there are things that they can improve upon and the consultant understands the accreditation process so they can give direction in the process and the ISO process. Ald. Rainey made a note that ISO ratings are related to the taxes Evanston citizens pay. Chief Berkowsky clarified that once you are rated in the top three, the rates are all the same. Ald. Rainey added if our rating was lower, we would pay more in taxes. The Chief confirmed. Mayor Morton asked about the consultant’s price tag and was the same evaluation/criterion used for consultant recruitment. The Chief confirmed and explained he is in Evanston from Oregon and he will be staying in Evanston during the consultation period. EFD should receive results in sixteen weeks. Ald. Rainey requested that Bobbie Tolston-Brown provide Council with the bidding contract template for consultants. Tolston-Brown committed to being able to provide requested document in the Weekly City Manager’s Update. Max Rubin added that everything is spelled out like the grading process and scale, and criteria. Ald. Rainey’s concern was the outside-of-Evanston choice and asked about references. The Chief responded with references from Des Plaines and Morton Grove. Tolston-Brown stated that there was an interested firm in Des Plaines but they came in at 60k.
Item A3.2 was considered, moved, approved and seconded, and passed unanimously.

(A3.3) * Approval of professional services contract with IMS, Inc. in the amount of $55,930 for the Comprehensive Pavement Management System and 5-Year Plan Development. Funded by the Capital Improvement Program.
Ald. Rainey inquired if fellow committee members had seen the previous study. Then she reviewed contents with the new alderman. Ald. Rainey requested David Jennings send the previous study to the new alderman. David responded he could print the slides from the Powerpoint presentation. The study is for seasons ’07-’11.
Item A3.3 was considered, moved, approved and seconded, and passed unanimously.

(A3.4) * Approval of purchase from S.E.S. Incorporated in the amount of $300,000 for a Snow Melter. Funded by the Capital Improvement Program and the Washington National TIF.
Mayor Morton asked about shipping costs from Nova Scotia. David Jennings responded it is standard and included in the price. The Mayor also inquired about using the TIF account. Judy Aiello explained the machine will be used downtown so it is appropriate to use that account. The Mayor asked about dumping locations after collecting snow. David Jennings explained the dumping process. Ald. Wollin recalled previous successes and asked staff and council to consider renting the snow melter to other suburban neighbors and is there an already established rental fee or can we make one up. David said that we are not suggesting that we propose that yet, we are interested in cost recovery. Ald. Wollin supports cost recovery ideas.
Item A3.4 was considered, moved, approved and seconded, and passed unanimously.
(A3.5)  * Approval of sole source purchase from Konnerth Sales Associates in the amount of $50,000 for Tallmadge streetlights and parts. Funded by the general fund Division of Transportation Capital account.

Ald. Rainey asked David Jennings for a status report on the Tallmadge lights. Jennings responded his department ran an investigative program about six months ago from Main to Howard on Ridge and found about twenty rusted bases that needed replacing. Ald. Rainey wanted to know of rust prevention methods going forward. Jennings stated we’re not sure of what the problem is exactly, perhaps a primer might help.

Item A3.5 was considered, moved, approved and seconded, and passed unanimously.

(A3.6) * Approval of the renewal of Excess Worker’s Compensation Insurance with Safety National Insurance for a six month period in an amount of $36,602. Funded by the Insurance Fund.

Ald. Rainey made note of a typing error in the footer of the insurance document referencing the Zoological Society. The Marsh Representative apologized for the error and confirmed that the correction was already made. There was also no staff approval or signature on the Agenda Item Summary sheet.

Item A3.6 was considered, moved, approved and seconded, and passed unanimously.

(A3.7) * Approval of the lowest responsive and responsible bid from National Roofing Corporation in the total amount of $208,600 for roof repairs at the Chandler Newberger Center. Funded by the Capital Improvement Program.

Item A3.7 was considered, moved, approved and seconded, and passed unanimously.

(A3.8) * Approval of professional services contract from JJR , LLC in an amount not to exceed $198,625 for the Chicago Avenue Streetscape Improvements. Funded by the Capital Improvement Program funds.

Ald. Wollin wants to see details regarding contract. She noted that she has asked for this information more than once. Judy Aiello asked Council if they would like a presentation by next meeting. Council confirmed. Jennings summarized the project to Ald. Wollin’s satisfaction and she supports it, she just wants to see it. Ald. Rainey asked about contributions from various developers to the project.

Item A3.8 was considered, moved, approved and seconded, and passed unanimously.

(A4.1) * Approval of Change Order # 4 for the Sherman Plaza Garage to W.E. O’Neil for $13,694, increasing the contract from $40,127,044 to $40,140,738. Funded by the Washington National TIF.

Ald. Holmes asked about the reason for the overtime: requested testing. Max Rubin explained that O’Neil was trying to keep up with scheduling. They picked up the tab for overtime. Max confirmed there were no design changes or anything like that, it was strictly their issue.

Item A4.1 was considered, moved, approved and seconded, and passed unanimously.

(A4.2) * Approval of contract amendment with Oracle for the final phase implementation of the enterprise software at a cost not to exceed $192,000. Funded by Capital Improvements Program fund.

Ald. Rainey asked why is Human Resources the last one slated for implementation. Bill Stafford explained that they are actually not the last ones in line. He explained the buyout process through different companies up to the Oracle brand. Oracle is melding prior applications into one. We are in the process of upgrading and taking advantage of the new features. At the end of the calendar and fiscal year, we go to the new systems and tables for payroll January 1, 2006 and March 1. Pat Casey explained the building blocks re: the order of installation. Barbara Zdanowicz explained the City’s attempt to streamline and ensure functions are operating correctly.

Item A4.2 was considered, moved, approved and seconded, and passed unanimously.
(A5) * Resolution 49-R-05 - Skokie Swift North Shore Corridor Market Analysis
Consideration of proposed Resolution 49-R-05 authorizing the City
Manager to execute a technical assistance grant from the Regional
Transportation Authority (RTA) for the Skokie Swift Corridor Study.
Dave Jennings explained the financial breakdown and provided Ald. Rainey a refresher on how Evanston came to be included in the market analysis.
Item A5 was considered, moved, approved and seconded, and passed unanimously.

(A6) * Resolution 51-R-05 – Opposing Senate Bill 1504 Known as the
"Broadband Investment and Consumer Choice Act"
Consideration of proposed Resolution 51-R-05 asking congressional
representatives to oppose S1504.
Ald. Jean-Baptiste asked what other measures should be taken to protect opposition. Max Rubin said he would be meeting with Congressional leaders at the National Association of Telecommunications Officers and Advisors. Ald. Rainey asked if the names of elected officials in Illinois that support this could be disclosed. Rubin explained NATOA is aware of the rumor that the Senate Bill 1504 is a sidebar for another bill that they will try to pass. Rubin also explained the speculated transmission technology and the impending argument with the cable companies. Ald. Jean-Baptiste wants to do a press statement in case we lose control. Max Rubin agrees and acknowledged Evanston as having the lowest costing basic cable programming in the North Shore area. David Cook said that the Mayor drafted a letter to the committee and other representatives of the government. He vowed to bring more information as it becomes available.
Item A6 was considered, moved, approved and seconded, and passed unanimously.

(A7) *  Resolution 52-R-05 - Phase III (Construction Engineering)
Consideration of proposed Resolution 52-R-05 authorizing the City
Manager to execute a Phase III Joint Agreement (Construction
Engineering) with Transystems Corporation for the McCormick
Boulevard Reconstruction Project in the amount of $374,428.30.
Item A7 was considered, moved, approved and seconded, and passed unanimously.

(A8) * Resolution 53-R-05 – Lease for East Apartment of the Municipal Service
Center, 2020 Asbury
Consideration of proposed Resolution 53-R-05, by which City Council
authorizing the City Manager to enter into a one-year lease agreement with John
Sturtevant for the east apartment in the Municipal Service Center.
Item A8 was considered, moved, approved and seconded, and passed unanimously.

(A9) * Ordinance 87-O-05 – Liquor Control Regulations
Consideration of proposed Ordinance 87-O-05 amending Section 3-5-11
(E & F) of the Evanston City Code regulating the presence of persons under
the age of 21 at certain licensed liquor establishments. Item held by
Committee on 8/15/05.
Ald. Rainey shared the general outcome from the public hearing re: the Liquor Regulations Ordinance. The bar owners want no regulation, the citizens in the community want regulations. Ald. Wollin inquired with Chief Kaminski about a scanning device for fake ids. The Chief replied that it does not exist. Ald. Wollin asked about a strip or bar code. Pat Casey talked about the magnetic strip like a credit card, but there are inconsistencies from state to state. No such thing in Illinois yet. Kaminski talked about an eight hour Bassett training for restaurant and bar owners on how to read ids. Ald. Wollin, asked if someone was doing a one-day event serving liquor, wouldn’t a Bassett training be a little much. Jill Saeger, a Northwestern Student Representative, spoke about the revenue generated from “bar nights.” Ald. Jean-Baptiste would like to see the responsibility shift to the bar owners. Pat Casey reminded the Council of age discrimination issues arising. Ald. Hansen was a little confused on the distinction of bar/restaurant bar. Pat Casey explained that the first section
that’s being changed identifies the bar area in any restaurant such as Tommy Nevins. Anyone under the age of 21 at any time during the day is not allowed on the bar side of Tommy Nevins restaurant without a parent or guardian. The second section restricts anyone under the age of 21 from being in a Class B license (four or five of them – 3am restaurants) without a parent or guardian. Pat Casey clarified the logic behind structuring the ordinance the way it is with consideration to business owners. The City is employing stiffer fines and stronger disciplinary measures. Ald. Hansen feels that the families would carry the burden of being mindful of where to take their family. Ald. Wollin wants to amend the ordinance to midnight. Ald. Rainey supports high fines/greater enforcement. Mayor Morton asked the City’s legal department to work on the ordinance more. The language as it stands, positions the City for potential law suits. Kathy Brenniman asked for clarification on amendments to the ordinance.

An amendment for Item A9 was considered with: Bar curfew of twelve o'clock midnight for persons under 21. Item A9 was also considered for introduction and approved, unanimously, as amended.

(A10)  * Ordinance 99-O-05 – Parking Violation Penalties

Consideration of proposed Ordinance 99-O-05 amending Section 10-11-17, Schedule XVIII (G) & (I) pertaining to parking violation penalties. This ordinance corrects inconsistencies in the city code.

Item A10 was considered, moved, approved and seconded, and passed unanimously.

(A11)  * Ordinance 106-O-05 – Declaration of Surplus Property

Consideration of proposed Ordinance 106-O-05 which declares various City items as surplus property so that said items can be offered for sale at a municipal auction in Libertyville, Illinois on October 1, 2005.

Item A11 was considered, moved, approved and seconded, and passed unanimously.

(A12)  * Ordinance 107-O-05 - McCormick Boulevard Roadway Project

Consideration of proposed Ordinance 107-O-05 authorizing the transfer of Jurisdiction over McCormick Boulevard from the Illinois Department of Transportation to the City of Evanston.

Dave Jennings asked for Introduction and Action on this item.

Item A12 was considered, moved, approved and seconded, and passed unanimously.

V. ITEMS FOR DISCUSSION

(APW1) Citywide hands-free requirements for cell phone usage.

Ald. Jean-Baptiste requested that Council holds APW1 until the next meeting.

VI. COMMUNICATIONS

Ald. Jean-Baptiste inquired about the Fire Department’s hiring efforts to target and hire a diverse population.

VI. ADJOURNMENT

Motioned to adjourn at 7:20pm.

Respectfully submitted,

Dolores Y. Cortez
City Manager’s Office