ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES

MONDAY, February 26, 2007
5:40pm – 6:36pm
CIVIC CENTER, 2100 RIDGE AVENUE, ROOM 2404


Members Absent:

Staff Present: Carla Bush, Pat Casey, David Cook, Dolores Y. Cortez, Glen Crabtree, Paul D’Augustino, Bob Dornecker, Suzette Eggleston, Doug Gaynor, Matthew Grady III, David Jennings, Vincent Jones, Gavin Morgan, Elke Purze, Brad Yatube

Others Present:

Presiding: Alderman Wollin

I. DECLARATION OF QUORUM
With quorum present, Alderman Wollin called the meeting to order at 5:40pm

II. APPROVAL OF MINUTES OF REGULAR MEETING of February 12, 2007
Ald. Wollin noted an error on page 3 of 3 Item A8: “Ald. Rainey asked if they’re going to stay in business. Casey responded yes, but they’re just sending their liquor license.”
Correction: rescinding instead of sending: duly noted by secretary.
Minutes were unanimously approved with correction. 5-0

III. ITEMS FOR CONSIDERATION ON COUNCIL AGENDA
Items were individually considered.

(A1) * City of Evanston Payroll through 2/22/07 $2,260,905.41
Item A1 unanimously approved. 5-0

(A2) * City of Evanston Bills through 2/27/07 $2,295,778.80
Ald. Rainey asked why wasn’t the committee informed about the $19,443. Max Rubin (Director of Facilities Management) explained the time frame and weather versus proper protocol. He explained that the alderman should have received an emergency purchase order, but we failed to do so. Ald. Jean-Baptiste asked how this could be prevented in the future. Rubin explained what happened and consequences of not being able to heat the Levy Center. He takes responsibility for the improper course of actions, but this item fell through the cracks due to the transition in Purchasing. Ald. Holmes complimented city staff on the additional information provided in the Bills List and how helpful it is in explaining expenditures.
Item A2 unanimously approved. 5-0
(A3.1) * Request for ratification of emergency purchase for security staffing by Metro Security Force Inc. (6546 West Higgins, Chicago, IL), in the amount not-to-exceed $14,700. *(Staff has identified Business Unit 3710.61060, Noyes Cultural Arts Center, permanent part-time staffing, where there will be available transferable funds to cover the over expenditure for the Hill staffing costs.)*

Ald. Rainey asked if security had weapons. Ald. Holmes asked if the guards at least had mace and how do they protect themselves. Doug Gaynor (Director of Parks, Forestry & Recreation) explained police involvement upon escalation of issue. Gaynor explained that the expected actions of security after warning patrons, the police are called. Ald. Rainey asked if there was a decrease in injuries and reports. Gaynor said yes and stated his source of information. Ald. Rainey supports the expense because the decrease in injury reports is worth it. Ald. Hansen commented that is probably just the presence of security that deters violators. Ald. Jean-Baptiste explained the legal aspects of why the committee might be so concerned about security. He explained a number of injuries that resulted in law suits against the city.

*Item A3 unanimously approved. 5-0*

(A4) * Resolution 05-R-07 Transfer Funds from the General Fund to the Fleet Fund*

Consideration of proposed resolution 05-R-07 requesting a transfer of $300,000 from the General Fund balance to Fleet Fund to cover FY 2005/06 deficit.

Ald. Rainey recommends this item be held and would like to have a detailed discussion with Mathew Grady III (Director of Finance) and the City Manager during the Budget Discussion. Ald. Rainey objects to any financial discussions during Executive Session unless it involved personnel. Matthew Grady III explained his purpose regarding the $300k to get this deficit off the books. Ald. Rainey would like to see a $300k off of Fleet Services as opposed to emasculating the general fund. Matthew stated we had a 700k deficit. The City reduced their expenditures and capital expenditures. Ald. Holmes asked if FY’03-’04 carried over into FY’04-’05. Ald. Jean-Baptiste stated that the City Manager’s Office promised to explain how Fleet Services ended up in this financial situation and that has not happened. It will be put back on the agenda. Ald. Jean-Baptiste asked if the funds are not placed in Fleet Services, what happens? Matthew said we have a deficit in Fleet Services. Ald. Jean-Baptiste said but that is not in the General Fund. Ald. Jean-Baptiste confirmed that the deficit would be isolated to the department. Ald. Jean-Baptiste suggested that Council should have been informed first.

*Forwarded to Council Floor for discussion. This item was unanimously held. 5-0*

(A5) Ordinance 19-O-07 Increase in the Number of Class D Liquor Licenses

Consideration of proposed ordinance 19-O-07 amending Section 3-5-6 (D) of the City Code to increase the number of Class D Liquor Licenses from twenty-three to twenty-four due to the application of New Mandarin House, Inc. doing business as Mandarin House at 819 Noyes Street, Evanston, IL 60201.

*This Item was Held 2/12/07.*

Ald. Rainey spoke to the owners about BASSETT and confirmed that it was understood that they would not get their liquor license until they take the BASSETT course which would be done on Monday. The rules will be suspended for Introduction and Action on the Council floor.

*Item A5 was unanimously approved. 5-0*

(A6) Ordinance 21-O-07 Amending Various Sections of the City Code for Issue of Permits

Consideration of proposed ordinance 21-O-07 amending various sections of the City Code to allow issuance of certain permits by the City Manager or his designee for the following permits: Sidewalk Sale Permits (Public Works), Sidewalk Cafe Permits (Health and Human Services), Raffle Permits (Finance), Tag Day Permits (Finance), and Loudspeaker Permits (Parks/Forestry and Recreation).

Ald. Rainey asked that this item is amended with the following “…aldermen are notified of the Loudspeaker permit.” Ald. Rainey wants knowledge of it BEFORE permit is granted. Ald.
Jean-Baptiste asked what is the anticipated involvement of the aldermen. If the applicator meets the requirement and everything is in order, he would only like to be informed of it. Ald. Rainey restated that being informed is important. Ald. Jean-Baptiste walked through the process and made it clear that the aldermen want to be informed.

Item A6 was unanimously approved. 5-0

IV. ITEMS FOR DISCUSSION

(APW1) Future of the Compost Site (PowerPoint Presentation: Public Works)
Ald. Holmes asked for confirmation of the hauling being done by someone other than our city staff. Jennings confirmed that she is correct. He explained that it is labor intensive. It is cheaper for us to load and to pay someone to take them away from James Park. Ald. Rainey asked if it was a requirement for the leaves to be taken to SWANCC? Are there other yard waste disposal locations? Jennings responded that there are two other yard waste disposal locations and staff could do a comparison. He wanted Council to be clear on the services. Ald. Hansen asked how long would the leaves sit before being hauled away? Jennings replied that theoretically no longer than a week. He explained the time lapse from collection to transfer.

Chairman Ald. Wollin opened the floor for Citizen Comment:
Frances Bishop of Warren Block Club: Ms. Bishop is very tired of the odor caused by standing leaves. She is really ready for action. She would like to see the leaves collected somewhere else and give their area a break. It smells the worst in the spring and fall, but there is a year round odor. Ms. Bishop added that her phone calls to Streets and Sanitation were not being returned.
Clark Chipman: Supports Ms. Bishop’s comments and also believes the solution is very simple.
Ann Ranell: 9th Ward: Very excited about the proposed solution if it works and if it saves money, why didn’t we do this sooner? Interested in other locations that provide the composting, what are other options?
John Brower: He thought that landscaping companies were doing the transporting. Fully supports the department’s presentation.
Yvonne Dickerson: Was looking for something on Wilmette and came across an instruction page of how to compost. It seemed to me Wilmette was trying to save money by encouraging people to do their own composting. We should look at our neighbor who may have something to add. Would like to see it readily available on Evanston’s website. In responding to Ald. Jean-Baptiste’s question, she believes we need to get the leaves out of here. There are no adjectives to describe the odor. But if people choose to compost in their own yard for their own gardening, and if that’s a campaign, it helps keep the city green.
Ald. Hansen thanked staff for the hard work and research involved in the presentation and concept to address composting. Ald. Jean-Baptiste asked what if the city were to promote personal composting, besides saving money, would it be perceived as a problem. David Jennings explained it is not practical, a lot of leaves would get into run off streams that would become expensive to filter, and everyone may not want to compost in their yard. Ald. Wollin asked what is the next step? Ald. Rainey responded bidding for transporting contracts. Ald. Holmes asked about a six month plan for the neighbors. Jennings explained the process of permits and the logic behind using James Park. Per David Jennings, the compost will be ready by May. The City’s plan is to continue according to our permit. Suzette Eggleston added contract issues, IEPA rules with regard to asking for a transfer permit, and associated costs with hauling out compost. Ald. Hansen reviewed the process from the beginning of compost season to the point of permit expiration. She reviewed time frames and associated costs. She is happy about the work that staff has done. Staff concluded that the city would save approximately eighty thousand dollars a year.

V. COMMUNICATIONS

(APW2) Implementation of the "Ash Tree Reduction Plan"

VI. ADJOURNMENT: 6:36 pm

Respectfully submitted,

Dolores Y. Cortez, Executive Assistant