I. DECLARATION OF QUORUM
With a quorum present, Alderman Rainey called the meeting to order at 5:43 p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING of October 8, 2007
Minutes were unanimously approved, 4 – 0.

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

(A1)* City of Evanston Payroll through 10/04/07 $2,296,610.92
Item A1 was unanimously approved, 4-0

(A2)* City of Evanston Bills through 10/09/07 $3,781,370.75
Ald. Wollin asked what would happen if no responses were made to the City’s second request for work to be accomplished at Fountain Square. Are there any responses as of this meeting?  Dave Cook (Superintendent of Facilities) said he does not have an answer to the first part and to date, no responses have been received.  Anil Khatkhate (Facilities Project Manager) said that the second RFP was enhanced with more information than had been asked for in the first RFP.  Dave Cook says the scope of the job was adequately described in the RFP.  Ald. Rainey asked that the Committee be informed of the number of responses as of the closing date.
Item A2 was unanimously approved, 4-0

(A3.1)*Approval of the lowest responsive and responsible bid for 2007 CIPP Lining Contract B (Bid No. 08-54) to American Pipe Liners, Inc.  (301 West Grand Lake Boulevard, West Chicago, Il.) in the amount of $203,655.  Funding provided by the Sewer Fund.
Item A3.1 was unanimously approved, 4-0
(A3.2)* Approval of the lowest responsive and responsible bid for the 2007 Structure Lining (Bid No. 08-55) to National Power Rodding Corporation (2500 West Arthington Street, Chicago, Il.) in the amount of $45,320.04. Funding provided by the Sewer Fund.
Item A3.2 was unanimously approved, 4-0

(A3.3)* Recommend award of the engineering design services contract for the Evanston/Wilmette Distribution System Interconnection (RFQ 08-32) to MWH Americas, Inc. (380 Interlocken Crescent, Broomfield, Co.) in an amount not-to-exceed $289,628. The design cost will be evenly split between Evanston and Wilmette. Funding of the Evanston portion ($144,814) provided by the Water Depreciation, Improvement and Extension Account.
Item A3.3 was unanimously approved, 4-0

(A3.4)* Recommend award of professional services contract to Wolff Landscape Architecture (307 North Michigan Avenue, Suite 601, Chicago, Il.) for the Crown Tennis Court and Lighting Reconstruction Project (RFP 08-48) in the amount of $21,530. Funding provided by Capital Improvement Plan, FY 08/09.
Ald. Hansen asked where the City was in terms of moving forward on the renovations to Robert Crown. She recommended that a hold be place on this item until an update has been provided. Doug Gaynor (Director Parks/Forestry/Recreation) said that this work is to be done in the northwest portion of the park and will not impact the center. Ald. Jean-Baptiste also recommended a hold. His understanding is that the renovation is for both the center and the grounds. The building might even be rebuilt in a different location. Doug Gaynor said that that is true but moving the center would not impact the tennis courts. Ald. Jean-Baptiste asked if a hold would impact the work. Doug Gaynor said this item is only for the design for work next spring.
Item A3.4 was unanimously put on hold, 4-0

(A3.5)* Recommend award of professional services contract to Site Design Group, Ltd. (888 South Michigan Avenue, Suite 1000, Chicago, Il.) for the Foster Field Renovation Project (RFP 08-48) in the amount of $69,225. Funding provided by a Department of Commerce and Economic Opportunity (DCEO) Grant and by Capital Improvement Plan, FY 08/09.
Ald. Wollin asked about the overall plan. Doug Gaynor said District 65, who owns the field, was involved in the planning. A playground is to be added and the basketball court redone. A plan for the redesign includes an open area and additional parking. Some green space will be lost with adding 25/30 parking spaces. Ald. Jean-Baptiste asked if the original plan for a sculpture park was still on. Doug Gaynor said that it was and is in front of the Fleetwood-Jourdain Center and will be larger that the original plan.
Item A3.5 was unanimously approved, 4-0

(A3.6)* Recommend award of professional services contract to Thompson Dyke & Associates (213 West Institute Place, Suite 700, Chicago, Il.) for the Lighthouse Landing ADA Improvement Project (RFP 08-48) in the amount of $47,800. Funding provided by Capital Improvement Plan, FY 08/09.
Ald. Wollin asked if this project fit within the Lakefront Master Plan. Doug Gaynor said it did not. It is not a proto-type for Clark Street. There is a significant elevation problem that they will try to improve upon and they will add an ADA ramp to the restrooms and out to the waters edge.
Item A3.6 was unanimously approved, 4-0
(A3.7)* Recommend award of professional services contract to the Site Design Group. Ltd. (888 South Michigan Avenue, Suite 100, Chicago, Il.) for the Torgerson Park Renovation Project (RFP 08-48) in the amount of $32,370. Funding provided by Capital Improvement Plan, FY 08/09.
Item A3.7 was unanimously approved, 4-0

(A3.8)* Recommend the purchase of two vehicles using the State bid #263; an SUV in Facilities to be replaced by a hybrid SUV and #300, a van in the Fire Department to be replaced with a crew-cab pick-up. Funding provided by FY 07/08 Capital Outlay Budget
Ald. Rainey questioned the phrase “cost per lifetime for maintenance of vehicle”. Lonnie Jeschke (Manager Fleet Operations) said it refers to the total expense, less gas, to maintain a vehicle. Ald. Jean-Baptiste asked if there where experiences from other municipalities to share. Lonnie Jeschke said the hybrid auto is to new to have a history. He does know that though the cost to purchase is higher, in can be recouped over five years and then a pay back will be realized. They have been used in municipalities for about five years. They are a city car because they are good up to 30 miles an hour but above that they use gas. David Jennings (Director Public Works) said that the City of Evanston will be conducting their own studies/analysis. Ald. Rainey said she would like a copy of that study.
Item A3.8 was unanimously approved, 4-0

(A4.1)* Approval of Change Order No. 1 to the agreement with Doyle & Associates (800 South Wells Street, Chicago, IL.) for Phase Three Architectural Services for the Filter Maintenance Shop and Administration Office Expansion project in the amount of $18,000. Phase Three provides for architectural and engineering services during the construction of the project. Approval of this change order will increase the not-to-exceed amount from $77,000 to $95,000. Funding provided by Water, Depreciation, Improvement & Extension Account.
Ald. Hansen said that she had read the specs and was very impressed.
Item A4.1 was unanimously approved, 4-0

(A4.2)* Approval of Change Order No. 2 to the agreement with Doyle & Associates (800 South Wells Street, Chicago, IL.) for Phase Three Architectural Services for the Filter Maintenance Shop and Administrative Office Expansion project in the amount of $3,500. Phase Three provides for architectural and engineering services during construction of the project. Approval of this change order will increase the not-to-exceed amount from $95,000 to $98,500. Funding provided by Water Depreciation, Improvement & Extension account.
Ald. Jean-Baptiste asked what can cause a change order. Dave Stoneback (Water Superintendent) stated that as a process is being accomplished, an unforeseen problem can develop. Consultants get information from the City and believe the area they will work in is good. Consequently the architect does not expect problems. When a problem is found, the City inspects and confirms if it is a problem that needs attention/correction. In this case, when the lightweight concrete was being removed, a soft undersurface was discovered. Time is now important to get the work moving again. Ald. Wollin asked if the ensuing severe weather was the reason for the rush. Dave Stoneback said that they are hopeful of getting the job completed before severe weather.
Item A4.2 was unanimously approved, 4-0
(A4.3)* Approval of Change Order No. 3 to the contract with Scale Construction (2101 South Carpenter Street, Chicago, IL) to provide coal tar pitch roofing systems on the East Office Addition roof and West Shop Addition roof in the total amount of $26,070. Approval of this change order will increase the contract amount from $2,464,835 to $2,490,905. Funding provided by Water Depreciation, Improvement & Extension Account.
Ald. Rainey asked why this change in roofing from the original bituminous wasn’t in the original contract. Dave Stoneback said that the first bids received were too high and the second bids added alternate items but the price only included one roof, not two.
Item A4.3 was unanimously approved, 4-0

(A4.4)* Approval of Change Order No. 1 to the contract with Muller & Muller and Associates (700 North Sangamon, Chicago, IL) for architectural services for Fire Station #5 (2930 Central Street) in the amount of $75,562.07. Approval of this change order will increase the contract amount from $290,269.08 to $365,831.15. Funding provided by Capital Improvement Plan.
Ald. Wollin expressed concern over the charges for the architect to attend Aldermanic meetings. She thought that was part of their job. Ald. Rainey agreed and said this custom needs to be looked at. Dave Cook said the bid lists amounts of time to be spent at meetings and doing/presenting renderings, but it is not for ever. Ald. Rainey said we did not pay for the Sherman Plaza meetings. Dave Cook said that the first meetings were in fact billed to the City. Ald. Wollin asked why designing a building needed renderings. Dave Cook said that it is additional work requested by the committees. Ald. Jean-Baptiste asked why Dave Cook couldn’t present the renderings to the committees. Dave Cook said that he could but it was the Aldermen that requested that the architect attend the meetings. This particular invoice is much less that the original. Facilities feel that the revised invoice is good. Ald. Jean-Baptiste asked if Dave Cook could do what the architect does after the first meeting. Dave Cook said that he is not the staff person who oversees a project. In addition, the Art Committee and residents asked the architect to help select the art work and design for its placement. Ald. Wollin asked about the LEED certification. To get a Clean Energy Commission grant, the City needed silver certification. Two RFQs and a RFP were put out to get the silver certification. The grant is worth $100,000. Thirty thousand has been received to date. Dave Cook mentioned that though there are a lot of extras, there are a lot less than on the original invoice. He said that he would send copies of the original invoice to the Committee members.
Item A4.4 was unanimously approved, 4-0

(A4.5)* Approval of Change Order No. 1 to the contract with Central Lakes Construction (749 Pinecrest Drive, Prospect Heights, IL) to provide various additional services related to the new construction of Fire Station #5 (2930 Central Street) in the amount of $69,152.95. Approval of this change order will increase the contract amount from $4,578,000 to $4,647,152.95. Funding provided by Capital Improvement Plan.
Ald. Rainey asked why a winter enclosure. Dave Stoneback said that the bidding was done in early May, the contract signed in June and the work begun in July. It is now late enough in the season to be concerned about early cold snaps. Ald. Rainey asked if this 41 thousand dollar item was included in the other bids and that is why they came in higher. 41K is a lot of money even if it is only 1% of the total. Ald. Jean-Baptiste asked the City Manager to be involved in the review process.
Item A4.5 was unanimously approved, 4-0
(A5)* **Ordinance 95-O-07 Reduction of Class B Liquor License**
Consideration of proposed ordinance 95-O-07 whereby the City Council would amend the City Code to reduce the number of Class B liquor licenses from seventeen to sixteen because of the closing of Wolfgang Puck Grand Café.
Item A5 was unanimously approved, 4-0

(A6)* **Ordinance 96-O-07 Request to Declare Vehicles Surplus**
Consideration of proposed ordinance 96-O-07 to declare certain vehicles surplus in order to sell them at auction in December, 2007. This includes four (4) police vehicles and one (1) fire vehicle. Auction to be held in Lake County by Obenauf Auctioneers on Saturday, December 1, 2007.
Item A6 was unanimously approved, 4-0

(A7)* **Ordinance 97-O-07 Providing Exceptions to the Limitations of the Presence of Minors at Certain Liquor License Establishments**
Consideration of proposed ordinance 97-O-07 where by the City Council would amend Section 3-5-11 (F) of the City Code to provide exceptions to the limitations of the presence of minors in certain liquor license establishments where charity fundraising events are held.
Kate Pascale, representing Northwestern University Associated Student Government, stated that money raised at the various events held at in-town establishments is funneled back into the town projects. These events keep the students of the streets. It is also a way of keeping the bartenders aware of the carding regulations. Last year at various bar nights, the NU Dance Marathon raised ten thousand additional dollars.
Item A7 was unanimously approved, 4-0

(A8)* **Ordinance 98-O-07 Reduction of Class C Liquor License**
Consideration of ordinance 98-O-07 whereby the City Council would amend the City Code to reduce the number of Class C liquor licenses from twenty-five to twenty-four because of the closing of Asado Brazilian Grill.
Item A8 was unanimously approved, 4-0

IV. ITEMS FOR DISCUSSION

(APW1) **Streetscape Maintenance Project**
David Jennings presented a comprehensive power point program on the Streetscape Maintenance Program Project. The goal of the project was to provide an inventory of what is currently under contract for streetscape maintenance, what will be under contract and what areas need to be “greened up” and put under contract. The inventory covered COE right of way properties, traffic circles, cul-de-sacs, City parking lots, parkway trees, City parks and City buildings. Teams were looking for inappropriate streetscape or streetscape in poor condition that required improvements. The commercial right of way is clean. The Streets and Sanitation Division maintains a crew six days a week. Traffic circles and City parking lots are maintained by the Parking System and are in good condition. Of the 53 cul-de-sacs 17 were found to be in poor or fair condition. The Parks Forestry Division maintains the parkway trees and city parks. They are in good shape. Of the 40 areas surveyed, all but seven are under contract. These will be placed under contract in FY 08/09. Ald. Rainey said there is no grass at Dodge and Howard. David Jennings says planters have been offered as there is no way to do a streetscape in that particular area. Ald. Wollin asked if a contract would cover both sides of Noyes from the alley. David Jennings said that it would. Ald. Jean-Baptiste said Dempster and McDaniel does not have enough landscaping. David Jennings said more may be needed, but the area is better since old junk and parking rods had been removed. In the spring, there will be replanting. Ald. Wynne noted that down Chicago, weeds are growing from
Main to Dempster. David Jennings said that Paul D’Agostino (Superintendent of Forestry) is getting an estimate to put that area under contract. Ald. Jean-Baptiste asked that the Aldermen be included in reviews of their areas. David Jennings said that he had some ideas for the Mulford Street area and he’ll get them to the committee. David Jennings mentioned that Jacquelyn Johnson of his department had prepared this exhaustive inventory. Ald. Rainey asked that this inventory be sent to the committee. Ald. Hansen asked how residents are asked to take care of cul-de-sacs. David Jennings said there is no plan. The philosophy is that residents will take care of these adjacent areas. After this meeting, a letter is going our asking for their continued participation. If the cul-de-sac is adjacent to a park, the City of Evanston will now take care of it. He assured all that if any areas are missed, they can call him.

(APW2) Six Month Budget Review
Matthew A. Grady, III (Director Finance Department) started his power point presentation by acknowledging the hard work of Steven Drazner, the Assistant Finance Director and Anita Patel and Michael Wheeler of the Budget Department. The General Fund operating budget is currently at 48%. It is 5% lower than last year. The State, only the previous week, approved payments to the municipalities. This is very late in the year. For all taxes collected, most are above the 50% mark at this time with some over 60%. Property taxes and two others are below the 50% mark. With a late receipt from the State for property taxes, there is a loss of interest each day of approximately $2,500. Finance may have to go to the City Council and ask for a line of credit to be established. It is the type that is no charge unless monies are used. Ald. Rainey asked if other municipalities are getting lines of credit. Matthew Grady said yes, many have, they are Tax Anticipation Loans (TAL). Other taxes are where they are expected to be. The exception is in telecommunication taxes. They are only at 49% but it is noted that last year at this time they were at 36%. Julia Carroll (City Manager) stated that expenditures are overall at 50%. The Summer Youth Program is over budget but the program grew this year. There are three anticipated unfavorable variances. The number of retirement payouts had not been anticipated at the time of creating the current budget. Health insurance and FICA/Medicare are growing costs. The Police/Fire pension contributions had to be reconfigured causing the difference to be paid by the Fund balance. For cost saving initiatives, staff is looking at increasing all revenues as well as creating new ones. Health insurance is being reviewed as well as staffing levels. Matthew A. Grady says that the parking system has been studied. Spaces were sold at the Sherman Plaza to the condominiums and all funds will be fully committed to pay off debts. In committee, increasing parking rates every two years is being discussed. If increases are recommended, they will be brought to the committee for approval. Parking expenditures are below budget. Water and Sewer expenditures and revenues are on target. Ald. Rainey asked if there was going to be a third quarter report and could it be more specific in breaking down taxes, such as the liquor tax and the real estate transfer tax. Matthew A. Grady will look into it.

V. COMMUNICATIONS

VI. ADJOURNMENT: 7:30 pm

Respectfully submitted:
Phillip G. Baugher
Administrative Assistant Finance Department