ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES
Monday, August 13, 2007
5:40 pm – 6:50 p.m.

CIVIC CENTER, 2100 RIDGE AVENUE, ROOM 2404


Members Absent:

Staff Present: Judy Aiello, Anna Kate Bishop, John Burke, David Cook, Carolyn Collopy, Paul D’Agostino, Rajeev Dahal, Suzette Eggleston, Doug Gaynor, Matthew A. Grady, III, Brenda Herman, Jewell Jackson, Vincent Jones, Gavin Morgan, Sat Nagar, Neal Ney, Elke Purze, Dave Stoneback

Others Present: Robert Lapata, Manager, Omaggio Restaurant
Yan Ruan Owner of Nine Fish Restaurant
Linda Gelb, President, C.A.R.E.
Susan Gapstur, Director of Development, C.A.R.E.
James Cha, Legal Counsel, C.A.R.E.
Linda Lutz, Manager, Ecology Center
Jean Esch, Zane Robbins & Hal Oates, Ladd Arboretum
Alderman Bernstein

Presiding: Ald. Wollin

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

II. APPROVAL OF MINUTES OF REGULAR MEETING of July 23, 2007
Minutes were unanimously approved, 4 – 0.

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

(A1) *City of Evanston Payroll through 07/26/07 $2,470,717.82
08/09/07 $2,486,657.11

Item A1 was unanimously approved, 4-0.

(A2) *City of Evanston Bills through 08/14/07 $4,782,947.95

Ald. Rainey questioned the % of the total collected by Andres Billing, that is our responsibility. Gavin Morgan (Assistant to the City Manager) stated that the percent is ten. Vincent Jones (Assistant to the City Manager) assured Ald. Holmes that the disability reimbursement check that was produced in error would be returned. Ald. Rainey voiced a strong opinion that the citizens should Not be paying for the Township to have a membership in Rotary. Paylocity is being contacted to correct the terminology of taxes collected from “semi-weekly” to “bi-weekly”

Item A2 was unanimously approved, 5 - 0.
(A3.1)*Approval of the lowest responsible and responsive bid for Brick Layers Project (Bid 08-36) to Midwest Brick Paving, Inc. (18557 Stateline Road, Antioch, IL) in the amount of $129,000. Funding provided by $50,000 from Capital Improvement Fund and $79,000 from Tax Increment Financing.

Ald. Wollin asked if a survey had been done to ascertain the worse areas. Suzette Eggleston (Superintendent Streets and Sanitation) has data from last year of the worse spots to which she has added information gathered/received this year. Asked if this contractor was the same as the original, Suzette Eggleston said no. Ald. Wollin asked if there was a warranty and was told yes, it is for one year. Judy Aiello (Assistant City Manager) mentioned that the original work had been done in sand and the repairs would be done in concrete. Ald. Jean-Baptiste says that the disabled community have complained. Judy Aiello said that the repaired areas will not be so very different but new streetscapes will be the result of community involvement. Brian Barnes, the City’s Inclusionary Specialist is working on this. Ald. Rainey suggested that “stamped concrete” be looked into as an alternative to pavers.

Item A3.1 was unanimously approved, 5-0.

(A3.2)*Approval of a contract for professional services (RFP #08-41) provided by Gossage Sager Associates (1730 Hinman, Suite 4E Evanston, IL) to provide an executive search for the Library Director in the amount of 25% of the new Director’s salary, not to exceed $30,000. Funding provided by the General Fund Library account.

Ald. Holmes asked if the payment method was normal for this kind of contract. Judy Aiello stated that there were two ways to pay a consulting firm; a flat fee or this way, based on salary negotiated. Ald. Wollin asked if we used this firm before and Neal Ney (Director Library Services) said no. He stated that this firm specializes in library services. He is aware of their work in Atlanta and Palatine. Judy Aiello has a list of their work that she will get to the committee before the council meeting.

Item A3.2 was unanimously approved, pending review of submitted documentation, 5-0.

(A3.3)*Approval of the hiring of Walker Parking Consultants (505 Davis Road, Elgin, IL) as a single source contractor to provide architectural and engineering services at Maple Avenue Self Park at a cost not-to-exceed $42,000. Funds provided by Downtown II Capital Project Tax Increment Financing.

Ald. Rainey says the City should abandon the sprinkler system. Dave Cook (Director Facilities Management) said that he is working with the Fire Department who has the last say. Ald. Bernstein asked when the problems started and Dave Cook stated that it was well after the first year of operation. Once it is determined what exactly has occurred, the warranty will be reviewed and if appropriate, the matter referred to Legal Counsel. Judy Aiello stated that she heard that the system put in was very cheap and that was why it was put in. She does not believe that the garage needs a sprinkler system but it is up to the Fire Chief to decide. The maintenance has been greater than anticipated. Decisions are being reviewed since there are talks about louvers on the openings and other changes made. If Walker Parking Consultants can start now, in 60 to 90 days they will present a plan.

Item A3.3 was unanimously approved, 5 – 0.

(A4)*Approval of the Ladd Arboretum Master Plan. The total estimated cost to implement is $4.6 million in 2008 dollars and is anticipated to be funded through private donations, grants and City of Evanston Capital Improvement Plan program funds.

Ald. Wollin asked if there were priorities. Linda Lutz (Manager Ecology Center) stated that there are two main priorities, 1) putting more nature in the Arboretum by increasing biodiversity with planting conducive to wildlife and 2) tree signage. Ald. Wollin noted that 4.6 million sounded like an awful lot. It was stated that the figure represents all the work to be accomplished over a period of years. Doug Gaynor (Director Parks/Forestry & Recreation) said that this sets up a base line through 2010 from which projections can be made. Ald. Holmes asked if there are sub-sets to the priorities. Linda Lutz said that priorities are set at public meetings. Paul D’Agostino (Superintendent of Forestry) said that priorities will be done in the order listed. Ald. Wollin thanked the committee for all of its work.
Item A4 was unanimously approved, 5 – 0.

(A5)* Resolution 37-R-07 Authorizing the City Manager to enter into an Implementation Agreement with EVMARK for Special Service District #4

Consideration of resolution 37-R-07 authorizing the City Manager to enter into an Implementation Agreement with EVMARK for Special Service District #4. The City has extended Special Service District #4 and EVMARK will implement the activities outlined in the Agreement.

Ald. Bernstein opened with compliments to EVMARK. He requested that the last sentence of Article V be removed saying that it contradicted the intent concerning the renewal of the contract as explained in the beginning of the article. Judy Aiello said that the contract will be reviewed every year. Ald. Bernstein restated that the last sentence implies that it is the intention of the City to renew for twelve months. Judy Aiello felt that that Article V obviously could be interpreted two ways. Ald. Jean-Baptiste suggested adding the words “considered every year for renewal” Ald. Hansen said that if it gets to a Judge, they will decide what the intention is. She moved to have the last sentence struck from the article. Ald. Rainey seconded. Ald. Holmes asked if residents are to go onto the Board. Ald. Bernstein said yes, it is to be decided upon at the September meeting. Item 5 was unanimously approved as amended, 5 – 0.

(A6)* Resolution 41-R-07 Sheridan Road Jurisdictional Transfer from South Boulevard to Isabella Street

Consideration of proposed resolution 41-R-07 authorizing the City Manager to sign a Letter of Intent with the Illinois Department of Transportation to transfer ownership and maintenance of Sheridan Road from South Boulevard to Isabella Street.

Ald. Jean-Baptiste asked if we were losing money by taking over this stretch of Sheridan Road from IDOT. John Burke (Transportation Director) said the City would lose money but the sum was extremely small. There have never been substantial payments from IDOT. Item A6 was unanimously approved, 5 – 0.

(A7)* Resolution 42-R-07 Construction Agreement for the Evanston Animal Shelter

Consideration of proposed resolution 42-R-07 authorizing the City Manager to execute a construction agreement with C.A.R.E. for improvements to the Evanston Animal Shelter.

Ald. Rainey said that C. A. R. E. should be allowed to make comments. Sue Gapstur on behalf of the volunteers said they appreciated the committees support and interest. Ald. Wollin asked about a timeline. Dave Cook said that first an environmental study would be done, then an architectural plan would be designed and then the work would begin. A specific time could not be estimated at this time.

Item A7 was unanimously approved, 5 – 0.

(A8)* Resolution 43-R-07 Lease Agreement with C.A.R.E. to Operate the Animal Shelter

Consideration of proposed resolution 43-R-07 authorizing the City Manager to enter into a lease agreement with C. A. R. E. to operate the Evanston Animal Shelter.

Ald. Rainey asked if C. A. R. E. Friends of Evanston Animal Shelter was the same organization as C. A. R. E. Linda Lutz said yes, they are an historical name and recent shortening. Ald. Rainey sees this as a monumental success and the C. A. R. E. people are the greatest and this makes our relationship official.

Item A8 was unanimously approved, 5 – 0.

(A9)* Ordinance 77-O-07 Fire Service Charge Rate Increase

Consideration of Ordinance 77-O-07 amendment to Title 7, Chapter 12, Section 8, related to requirements and charges for water service lines used for fire protection systems.

Ald. Rainey asked how the costs were assessed for different locations. Dave Stoneback (Water Superintendent) said that the $20.00 fee is multiplied by the diameter of the pipe. There are several diameters in use in the City.
Item A9 was unanimously approved, 5 – 0.

(A10)* Ordinance 80-O-07 Increasing the Number of Class B Liquor Licenses
Consideration of ordinance 80-O-07 by which the City Council would amend Section 3-5-6 (B) of the City Code to increase the number of Class B Liquor Licenses from 17 to 18 for Omaggio Restaurant (1639 Orrington Avenue, Evanston, IL). The owner and manager have completed BASSET training.
Ald. Wollin inquired into who was BASSET trained. Robert Lapata, one of two managers, stated that both were trained.
Item A10 was unanimously approved, 5 – 0.

(A11)* Ordinance 47-O-07 Increasing Number of Class D Liquor Licenses
Consideration of ordinance 47-O-07 amending Section 3-5-6 (D) of the City Code to increase the number of Class D Liquor Licenses from 23 to 24 due to the opening of Nine Fish Restaurant, Inc. (2426 Main Street, Evanston, IL) The owner and manager have completed BASSET training. This item was introduced on July 23rd and referred back to Committee.
Elke Purze, (Assistant Corporation Counsel) stated that even though a Manager has not been hired, the owner had assured her that she would be there when the restaurant was open. Ald. Jean-Baptiste asked if the wait-staff should take the training. The owner said no. The question is when the owner is out, who on site is trained? Anna Kate Bishop (Administrative Assistant Risk Management) stated that the owner or manager must be present at all times, not just a BASSET trained employee. Ald. Rainey asked how many times restaurants have been in non-compliance and Anna Kate Bishop said very few times. The fine is $500 and the owner says that she understands this. At this time, she cannot afford to hire a manager. Ald. Jean-Baptist stated that the owner knows what is expected of her and so far has done all that is required by the City. He recommends that the committee goes ahead and approves the ordinance.
Item A11 was approved, 4 – 0 with Ald. Rainey voting no.

(A14)* Resolution 40-R-07 Expressing Disapproval of the decision made by the State of Indiana’s Department of Environmental Management
Consideration of proposed resolution 40-R-07 expressing disapproval in the decision made by the State of Indiana’s Department of Environmental Management to allow British Petroleum to release additional pollutants into Lake Michigan.
Item A14 was unanimously approved, 5 – 0.

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT: 6:50 p.m.

Respectfully submitted:
Phillip G. Baugher,
Administrative Assistant Finance Department