ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES
Monday, November 10, 2008
CIVIC CENTER, 2100 RIDGE AVENUE, ROOM 2404


Members Absent:

Staff Present: John Burke, Carolyn Collopy, David Cook, Paul D’Agostino, Joellen Daley, Carol Davenport, Robert Dorneker, Steven Drazner, Chief Eddington, Suzette Eggleston, Doug Gaynor, Beth Howlett, Shanee Jackson, Lonnie Jeschke, Mary Johns, Pat Keegan, Martin Lyons, Joseph McRae, Jeff Murphy, Rolanda Russell, Paul Schneider, Bruce Slown, Ricky Voss

Others Present: Kathy Best, Public Art Committee

Presiding: Ald. Holmes

I. DECLARATION OF QUORUM
With a quorum present, Alderman Hansen called the meeting to order at 5:45 p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING of October 27, 2008
Minutes were unanimously approved 5-0.

(A1)* City of Evanston Payroll through 10/26/08 $2,248,354.29
Item A1 was unanimously approved, 5-0

(A2)* City of Evanston Bills through 11/11/08 $2,940,616.51
Ald. Rainey asked for a further explanation of the sales tax sharing with Autobarn Motors. Martin Lyons (Finance Director) stated that the first sales tax collected up to $291,500 is shared equally between the City and Autobarn Motors. Amounts above this sum are totally remitted to Autobarn Motors. Steven Drazner (Assistant Finance Director) said that two payments are made a year. Anything above $291,500 collected goes to Autobarn Motors. If the total tax collected is less than $291,500, adjustments are made in the second payment. Ald. Rainey asked if this was the first year and S. Drazner said it was. Ald. Rainey asked what the term of the agreement was. S. Drazner said there is no expiration date. The agreement expires when sales tax paid equals $1,350,000 million. *** Ald. Wollin asked if it was correct that the City held money for over a year from the Davis Street Pantry. Joe McRae (Assistant to the City Manager) said the Pantry did not want the check returned since they planned to reapply but it was returned to complete the documentation of the cancellation. Ald. Rainey asked who runs the liquor program on behalf of the Mayor. J. McRae said that he and Shanee Jackson run the program. Ald. Rainey asked what systems were in place to avoid this kind of problem in the future and noted that Joe McRae did an excellent job in preparing the answers to the Aldermen’s questions on the Bills List. Roland Russell (Interim City
Manager) stated that she too thought he had done an excellent job. It was his office that found the check and returned it. They have created a database to keep track of application, approvals and payments. **Ald. Rainey referring to the payments for rehabs asked specifically about 2006 Lake Street and the environmental mold assessment. There is a place in my Ward she said that a place was caused to be vacated due to mold. She understands that the City does not have a regulation on mold. Jeff Murphy (Supervisor Property Standards) said these cases are referred to the Illinois Department of Public Health/ Ald. Rainey asked for the meaning of the word “environmental” in this context. J. Murphy stated that to relieve concerns of the residents, the City did a study with a third party. Potential boarders would then be assured of any problems that may or may not exist. Ald. Jean-Baptiste asked Ald. Rainey what policy she would like the City to have. Ald. Rainey responded something other than a rehab loan that would help a resident who has mold.

Item A2 was unanimously approved, 5-0

(A3.1)* Approval of Purchase and Implementation of a Digital Video Surveillance System (RFP 09-15 for the Police Department)

Recommend approval of purchase, implementation and a three-year maintenance of Digital Video Surveillance System (RFP 09-15) for the Police Department from Current Technologies Corporation (CTC) (400 Eisenhower Lane North, Lombard, IL) in the amount of $267,107.51. Funding provided by the Capital Improvement Plan.

Ald. Rainey asked if some of these cameras would go to the High School and on Simpson Street. Chief Eddington (COE Police Department) said no, they would not. Bruce Slown (Director Information Systems) said all but one of the 45 cameras will be around the police station. Ald. Rainey asked where the remaining cameras will be placed. B. Slown said they will be in the cells. Of the total 77 cameras, 32 are additional to the current 45 cameras. Ald. Rainey asked if there are any new cameras around town and Doug Gaynor (Director of City Operations) said the answer is no. Ald. Rainey asked if the system will allow the City to add cameras. B. Slown said that the answer is yes and no. Cameras would be okay but the network to get the video back to the City is the hard part. Work would need to be done to accomplish additions.

Item A3.1 was unanimously approved, 5-0

(A3.2)* Approval of Sole Source Purchase and Installation of a Portable Overt Digital Surveillance System (PODSS) and Network Products for the Howard Street TIF District

Recommend approval of the sole source purchase and installation of a Portable Overt Digital Surveillance System and network products from RMS, LLC (135 Arlington Heights Road, Suite 104, Buffalo Grove, IL) for the Howard Street TIF District in the amount of $49,740. Funding provided by the Howard Street Tax Increment Financing District.

Ald. Rainey said that this purchase is the result of new building and other properties in the Howard Street TIF District. The owners of the first new business at Elmwood and Howard, (415 Howard), have agreed to do all the electrical work. She asked with this savings if another line-of-sight camera can be put in. B. Slown said that this on will be on a water tower and is completely wireless. Ald. Rainey said that this came about because of trouble at Elmwood and Howard since there is now a building tall enough to be used. She said that she would like a second camera pointed down Elmwood as the next system to be put in place. She also asked staff to keep the Aldermen posted as this program progresses. Ald. Jean-Baptiste said that right now, the committee is only prepared to approve the purchase and installation of one camera. If it proves to be a good investment then they could look into a second camera. B. Slown said that now is the time to start
looking into that possibility since the electrical source would be a main consideration. Ald. Rainey said that if robberies continue the City may lose businesses and not need a second camera.

Item A3.2 was unanimously approved, 5-0

(A4)* Resolution 57-R-08 Authorizing the City Manager to Sign a Contract for Electrical Power Supply for 2008 thru 2010

Consideration of proposed resolution 57-R-08 authorizing the City Manager to sign a contract between the City of Evanston and one of the two following electricity providers, Integrys Energy Service or Mid-American Energy, based on proposed actionable pricing and contract terms to be provided on November 10, 2008 for electrical power supply for twenty-four months beginning December 1, 2008 in an amount not-to-exceed $3,085,000. Funding will come from each applicable approved operating budget for each of the 23 affected facilities.

David Cook (Superintendent of Facilities) remarked that the new memo passed out reflects actionable pricing that recently came back. The pricing is lower, as much as a savings of 160 thousand dollars over the next two years. He was very happy with Mid American's quote. They have a high rating of 95% from customers. He called many and got the same reply. Ald. Jean-Baptiste asked who he called. D. Cook said institutions similar to COE and government agencies. Ald. Rainey asked if these other sites said what they were paying. D. Cook said some more, some less. It all depended on when the contract was signed. Ald. Wollin asked if the price was stable for two years and D. Cook said that it was. Ald. Rainey referred to the amount paid last year being higher. D. Cook said that the volume of works changes the figures.

Item A4 was unanimously approved, 5-0

(A5)* Resolution 58-R-08 Authorizing the City Manager to Sign a Local Agency Agreement for Federal Participation with Illinois Department of Transportation for the Twiggs Park Expansion and Bike Path Reconstruction Project

Consideration of proposed resolution 58-R-08 authorizing the City Manager to sign a local agency agreement for federal participation with the Illinois Department of Transportation (IDOT) for the Twiggs Park Expansion and Bike Path Reconstruction project.

Ald. Wollin asked why when the cost is stated at $507,000 this resolution is asking for $600,000. Paul D'Agostino (Superintendent Parks/Forestry) said that they were not confident with the first figure and there are other site amenities that would be nice to add if the money were available. Ald. Wollin asked for an explanation of "amenities". P. D'Agostino said that it is landscaping and benches.

Item A5 was unanimously approved, 5-0

(A6)* Resolution 70-R-08 FY 10 – 14 Capital Improvement Program

Consideration of proposed resolution 70-R-08 approving the proposed FY 10-14 Capital Improvement Program of the City of Evanston.

Ald. Rainey noted that the library renovation was in this plan. She asked if by voting to spend this money the City would be obligated, by line item, to follow through. Ald. Wollin thought that there would be discussion when the individual items came up for implementation. R. Russell said that this resolution obligates the City to the overall plan. Individual items will be discussed later. Ald. Rainey noted that the amount of the bond to cover these years is tens of millions and asked how it translates to the tax levy. M. Lyons said it is a little less than ten percent of the levy which will also include debt retirement. Our commitment is to reducing the debt level. Ald. Jean-Baptiste said that he could not understand why the west side project was cancelled. M. Lyons said that in prioritizing
projects, that one was moved to a coming year. It is a Planning and Development project per Dennis Marino and he said it will not be ready until 2011. Ald. Jean-Baptiste noted that these decisions should not be made without involving the Aldermen in the area. In addition he said that they need more time to review and discuss these items. This early approval of projects allows proponents to come back later and say it was approved even if things change in the future. He asked the committee to hold this item and to arrange a special meeting where questions could be asked. R. Russell asked if this could be done on November 17th during the special meeting. Ald. Hansen noted that there was a CIP presentation in September and questions have not been answered. Ald. Jean-Baptiste felt that this was a new presentation. He thought the minutes of 9-17 should be reviewed. In light of when the City will take on Robert Crown, when will it be mentioned, in 2012? He said the committee needs to review it all now. R. Russell said that the minutes will be reviewed, questions answered and this item will be put on the agenda for November 17th. Ald. Hansen mentioned that the Robert Crown five year plan has not changed. Money was requested but the plan was put off for five more years. She said that in September she asked about the Lake Front Master Plan but now wonders why the rush to implement it when the Recreation Board needs money for Robert Crown. Ald. Rainey asked if this included cameras. M. Lyons said it does, some current year items are included.

Item A6 was held in committee.

(A7)* **Ordinance 115-O-08 Authorizing the Sale of City Surplus Fleet Vehicles**

Consideration of proposed ordinance 115-O-08 declaring various equipment and vehicles as surplus property to be sold at public auction.

Item A7 was unanimously approved, 5-0

(A8)* **Ordinance 116-O-08 Decrease in the Number of Class D Liquor Licenses, Nine Fish Restaurant**

Consideration of proposed ordinance 116-O-08 amending Section 3-5-6(D) of the City Code to decrease the number of Class D liquor licenses from 22 to 21 due to the closing of Nine Fish Restaurant, Inc. (2426 Main Street, Evanston, IL).

Ald. Rainey mentioned that this was not the Nine Fish Restaurant originally, it opened under another name. J. McRae said that Nine Fish changed their name to Guam before closing and the liquor license expired. J. McRae said that staff had visited the new restaurant owners, now called Moon Restaurant, and that they expressed an interest in applying for a new liquor license in the near future.

Item A8 was unanimously approved, 5-0

(A9)* **Ordinance 118-O-08 Amending City Code Relating to Parking Lot #53, 100 Chicago Avenue**

Consideration of proposed ordinance 118-O-08 amending Section 10-11-12:Schedule XI; Reserved Parking Space Areas and Section 10-11-11 Schedule XII; Parking Meter Zones of the City Code to re-designate City Parking Lot #53 from a metered zone to a reserved parking space area.

Ald. Rainey asked that the rules be suspended tonight and this ordinance go for introduction and action.

Item A9 was unanimously approved, 5-0

(A10)* **Ordinance 122-O-08 2008 City of Evanston Tax Levy**

Consideration of proposed ordinance 122-O-08, annual property tax levy for General Fund, Police Pension Fund and Fire Pension Fund.

Ald. Rainey asked someone to refresh Ald. Jean-Baptiste memory of when the budget was passed and he said we could make adjustment. Ald. Jean-Baptiste smiled and said
“right, no adjustments.” Ald. Rainey noted the five million for the Fire pension and six million for the Police pension. As she read the material she felt that the Council was responsible for this levy and that the taxpayers can handle this level. Item A10 was unanimously approved, 5-0

(A11)* Ordinance 123-O-08 2008 Township Tax Levy
Consideration of proposed ordinance 123-O-08, annual property tax levy for Evanston Township.
Ald. Rainey said that she is against this ordinance. When the Council worked on the budget they found three hundred thousand unused dollars. She went on to say that they always have less customers than they budget for.
Item A11 was approved 4-0. Ald. Rainey voted no.

(A12)* Ordinance 124-O-08 2008 SSA #4 Tax Levy
Consideration of proposed ordinance 124-O-08, annual property tax levy for SSA #4. The source of the funding is the Special Service Area #4 taxing district in the central business district.
Ald. Wollin mentioned that taxes are being collected from residents in this area, a group she believed were excluded. The City must collect that money from the businesses. M. Lyons stated that when the SSA #4 was set up, the budget was a combination of a tax and a one time contribution from the City. The deficiency of 187 thousand dollars needs to be collected and paid to the residents. The tax bills were wrong in that businesses were charged too little and residents too much. The County is working with the City to correct this with the least amount of paper work for the residents. Ald. Jean-Baptiste asked how this happened. M. Lyons said the City submitted a map with PIN numbers that were to be removed. The County did not pull the numbers. Ald. Rainey asked why the County cannot make the refunds. M. Lyons said that each resident would have to file individually. The County would refund that money but with about a year’s lag in time. If the City does it working from one list, the residents will get their money faster and the County would pay the City. If the City does it they will loose some interest, probably two to three thousand. If we hold the note on the refund the City gets the levy next year. Ald. Wollin asked what the individual tax amounts were. M. Lyons said basically very low, $150.00 though some did get as high as $1,000.00. Ald. Jean-Baptiste asked if a certificate of error was filed. M. Lyons stated that the deficiency levy is being filed to correct the commercial portion of the error but that no filing has been made regarding the residential. He also stated that as time passes, property owners will change making the process more difficulty. If the City is involved in the payments, the City plan will be based on paid dollars not billed. Ald. Jean-Baptiste asked how many were involved. M. Lyons said that the figure was over 800. Ald. Jean-Baptiste said that will entail a lot of work. He was inclined to let the County do the work. M. Lyons said that the City would not be processing 800 certificates. The refund would be based on proof of payment and then the City would keep the levy when it came in. The City does not have to file anything with the County to correct this.
Item A12 was unanimously approved, 5-0

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT: 6:45 p.m.
Respectfully submitted:
Phillip Baugher
Administrative Assistant, Finance Department