ADMINISTRATION & PUBLIC WORKS COMMITTEE
MINUTES
Monday, February 22, 2010

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Council Chambers


Members Absent:

Staff Present: Chief Berkowsky, David Cook, Dolores Cortez, Paul D’Agostino, Joellen Daley, Steven Drazner, Chief Eddington, Suzette Eggleston, Grant Farrar, Doug Gaynor, Robert Gustafson, Jewell Jackson, Shanee Jackson, Lonnie Jeschke, Mary Johns, Marty Lyons, Joseph McRae, Jeff Murphy, Eric Palmer, Paul Schneider, Bruce Slown, Donna Spicuzza, Dave Stoneback, Ricky Voss, Lehman Walker.

Others Present: Ald. Grover, Steven Friedland, Chiaravalle School, David Reifman, Mather Attorney

Presiding: Ald. Rainey

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

II. APPROVAL OF MINUTES OF REGULAR MEETING of February 8, 2010
Minutes were unanimously approved, 5-0

III. ITEMS FOR CONSIDERATION

(A1)* City of Evanston Payroll through 02/14/10 $2,398,422.97
A1 was unanimously approved 5 – 0

(A2)* City of Evanston Bills through 02/23/10 $1,477,427.65
A2 was unanimously approved 5 – 0

(A3.1)*Purchase of Insurance – Property, Excess Liability & Excess Worker’s Compensation
Staff recommends City Council approval of the purchase of property insurance for the City of Evanston valued at $506,570,326, at a cost of $261,036 (including terrorism); excess general liability insurance coverage ($10,000,000 coverage in excess of $1,500,000) at a cost of $148,767; excess general liability insurance, $5,000,000 coverage in excess of $10,000,000, at a cost of $27,948; excess worker’s compensation at a cost of $88,498. Total cost is $526,240, which is under the FY 10-11 proposed budget of $560,000. Property insurance is provided through brokers Lambert Risk Management Services and Marsh USA, Inc. Funding is provided in the Insurance Fund.
A3.1 was unanimously approved 5 – 0
(A3.2)*Renewal of Annual Oracle (IRIS) Maintenance and Support Agreement
Staff recommends City Council approval to renew the annual sole source maintenance and support agreement for the term March 1, 2010 through February 28, 2011 with the Oracle Corporation (20 Davis Drive, Belmont, CA) for the City's Integrated Resource Information System (IRIS) software, in the amount of $140,800. Payments to Oracle Corporation are made quarterly, in four equal payments of $35,200. This agreement reflects an annual decrease of $30,054.06 over the prior year. Funding is provided in the Computer Licensing and Support operating account in the Information Technology Division, Account 1555.62340.

Alderman Rainey complimented the IT staff on reviewing all program renewals and eliminating those that are not used saving the City money. This was a good thing she stated.

A3.2 was unanimously approved 5 – 0

(A3.3)*Contract Extension for Groot, Inc for Recycling Collection
Staff recommends City Council approval of a month to month contract extension for residential and condominium recycling collection with Groot, Inc (2500 Landmeier Road Elk Grove Village, IL) at the rate of $4.36 per residential unit per month, which is an increase from $4.14. The estimated cost for the four-month extension is $253,650, or $760,950 annualized. Funding for the residential program is provided by the FY 2010/2011 General Fund for Sanitation, Account 2690.62415, which has an allocation of $966,000.

Ald. Holmes asked if this was the same extension as offered to condominium garbage pickup and Suzette Eggleston (Interim Director of Public Works) said it was.

A3.3 was unanimously approved 5 – 0

(A3.4)*Purchase of Office Supplies from Office Depot
Staff recommends City Council approval of the purchase of office supplies from Office Depot in an amount not-to-exceed $100,000 annually. Office Depot was awarded the contract for office supplies through a competitive bidding process by U.S. Communities joint purchasing program. Funding for office supplies will be provided by all funds citywide according to their budgets in Object Account 65095.

Ald. Rainey referred to the Bills List where there are multiple “office supply” purchases shown in addition to Logsdon such as Sam’s Club. She asked if the entire City would be instructed to use Office Depot. Jewell Jackson (Purchasing Manager) stated that this is a citywide contract and all departments should use it. Purchasing recommends changing from Logsdon to Office Depot. Marty Lyons (Assistant City Manager) explained that sometimes due to a time restraint, employees make purchases when needed immediately rather than wait for a Logsdon delivery. Normally this is not done. Ald. Holmes said it should be a good business to work with, they have over 1100 items in their catalogue and she
pointed out, it is an Evanston business. J. Jackson expressed the hope that staff will order from this new source and Office Depot will provide daily deliveries.

A3.4 was unanimously approved 5 – 0

(A3.5)*Approval of the Sherman Plaza Self Park Upper Deck Parking Pilot Program
Staff recommends City Council approval to provide a six (6) month pilot program to be implemented on April 1, 2010 through September 30, 2010 that is designed to reduce the monthly parking pass rate for the outside upper deck of the City owned Sherman Plaza Self Park located at 821 Davis Street. This program is geared toward employees of Evanston based businesses.

Ald. Holmes said she had only one question and that was concerning the starting hour of 9:30 a.m. an hour when most were already at work. Paul Schneider (Director Transportation and Engineering) said the hour choice was after a hard look at who uses the Sherman Plaza parking lot. Many of the cars belong to commuters. The question was what would work best for the employees of retail establishments and restaurants. Ald Holmes asked about the office workers. M. Lyons mentioned that this is a pilot program. If there is not a good response, times will change. This idea is also to help the part-time and afternoon shift workers in the city. Ald. Holmes noted that all workers should get the lower rate.

M. Lyons said that if there were a request, it would be looked into. Ald. Rainey asked if there was a formal plan of advertising/talking of this to businesses in town that have commuting employees. M. Lyons said that definitely the businesses will be included in the advertising program and will be encouraged to support the system/plan. The Parking Committee chose the times and then upon request will reconsider them. Ald. Jean-Baptiste said this could be a plus, why not go after it. M. Lyons noted that the City could lose the full time parkers that are already there. That is 400 times $85. What the Parking Committee is trying to accomplish is the addition of 200 more permits. This would be a major help in paying the debt service on the garage. S. Eggleston said the ultimate goal is to get more employees off of the streets leaving the streets open to the customers of the retail establishments and restaurants. Ald. Rainey pointed out that the businesses need to discuss this with their employees.

A3.5 was unanimously approved 5 – 0

(A4)* Resolution 13-R-10 Approving the 2010/2011 Fiscal Year Budget of the City of Evanston
RESOLUTION WILL BE PRESENTED AT THE CITY COUNCIL MEETING ON MONDAY, FEBRUARY 22, 2010.

(A5)* Resolution 15-R-10 Authorizing the City Manager to Sign a Certification Statement for an Illinois Bicycle Grant Application for the Ladd Arboretum Bike Path
Staff recommends City Council consideration of Resolution 15-R-10, which authorizes the City Manager to sign a Certification Statement for the 2010 Illinois Bicycle grant application process through the Illinois Department of
Natural Resources (IDNR). Funding for the Ladd Arboretum's pathway system is $700,000, split between the Capital Improvement Plan (CIP) (Account 416019: $500,000) and an IDNR Bicycle Path Grant ($200,000). Funding for this item is included in the projected FY 2011-2012 CIP budget discussed in item SPC1 above.

Ald. Rainey noted that she remembers that the Parks/Forestry Department had applied for these funds in 2009. This she stated is an application for FY 2010/2011. Did the City receive the 2009 monies? Paul D’Agostino (Superintendent of Parks/Forestry) stated that the Illinois Department of Natural Resources did not fund anyone. Ald. Rainey asked if he thought they are likely to fund at this time and P. D’Agostino said it is anyone’s guess. They did not fund the last two years, FY 2008/2009 or FY 2009/2010. Ald. Jean-Baptiste asked what the condition of the bicycle path is. P. D’Agostino said that is very much disintegrated. Ald. Jean-Baptiste suggested that the committee approve the request for funding but if awarded, it would come back to committee. Ald. Burrus said she often bikes this path in the City but she is not sure the City can afford the 500 thousand match. She agrees with Ald. Jean-Baptiste on doing this in two steps. P. D’Agostino noted that the 500K was moved to the FY 2011/2012 budget since if awarded, the monies would not be available until January 2011. Ald. Grover noted that she is concerned since many students use the path to get to school. It must be repaved to avoid students riding on McCormick Boulevard. Ald. Jean-Baptists motion to only accept the applying for the grant was seconded by Ald. Burrus and A5 was unanimously approved 5 – 0 as amended.

(A6)* Resolution 16-R-10 Authorizing the City Manager to Execute a Declaration of Easements Agreement with the Chiaravalle Montessori School

Staff recommends City Council approval of Resolution 16-R-10 authorizing the City Manager to execute a Declaration of Easements agreement with the Chiaravalle Montessori School

Steven Friedland speaking on behalf of the Chiaravalle School noted that they are under contract with the City of Evanston to purchase the property that they currently rent from the City. This declaration he stated adds easements for maintenance to the building near park property because the school building completely fills the property lines upon which it sits. Ald. Rainey noted that many easements are no-build easements. S. Friedland agreed, for openings in a building it requires a code that does not allow another building to be built near by. Working with staff, a plan of a number of feet that another building must allow for was created. In addition, that creates a “no-build” easement against future construction.

A6 was unanimously approved 5 – 0

(A7)* Resolution 18-R-10 Supporting the City of Evanston Becoming a Member of the Pension Fairness for Illinois Communities Coalition

Recommendation that the City Council adopt Resolution 18-R-10 authorizing the City of Evanston to join the Pension Fairness for Illinois Communities Coalition.
Ald. Holmes pointed out that Cook County was not listed among all the communities and counties that are participating in this coalition. Wally Bobkiewicz (City Manager) stated that the coalition is being formed with the Northwest Municipal Conference that is in fact mostly all in Cook County. This is a coalition that is just now being formed. Ald. Rainey requested that the committee be informed when it is in fact formed.

A7 was unanimously approved 5 – 0

(A8)* Ordinance 13-O-10 Decrease in the Number of Class S Liquor Licenses, Stained Glass, Ltd.
Consideration of proposed ordinance 13-O-10 amending Section 3-5-6(S) of the City Code to decrease the number of Class S liquor licenses from 1 to 0 due to the change in business operations of Stained Glass, Ltd. dba The Stained Glass Wine Bar Bistro (1735 Benson, 60201).

Ald. Rainey asked what besides selling bottles of wine is different between a Class S liquor license and what they are applying for. She asked why the current license could not be left in place until the new one is received. Why issue a temporary license. Grant Farrar (Corporation Counsel/City Attorney) stated that municipal law requires the immediate reduction in licenses that are not being used, that are not valid. The temporary license allows the site to operate under a Class B liquor license. G. Farrar mentioned that both A8 and A9 are for introduction only tonight. Ald. Rainey asked that the explanation of why the S license did not remain active be addressed at the next committee meeting if the fingerprints are not here by then.

A8 was unanimously approved 5 – 0

(A9)* Ordinance 14-O-10 Increase in the Number of Class B Liquor Licenses, Stained Glass, Ltd.
Consideration of proposed ordinance 14-O-10 amending Section 3-5-6(B) of the City Code to increase the number of Class B liquor licenses from 15 to 16 due to the change in business operations of Stained Glass, Ltd. dba The Stained Glass Wine Bar Bistro (1735 Benson, 60201).

A9 was unanimously approved 5 – 0

(A10)* Ordinance 15-O-10 Authorizing the City Manager to Execute an Amendment to the Easement Agreement With Mather Lifeways, Inc. for Certain Easements Necessary for the Construction of the Planned Development Approved by Ordinance 5-O-06

Staff recommends City Council approval of Ordinance 15-O-10 to amend the easement agreement with Mather Lifeways for encroachments in, over, and above the public right-of-way necessary for the construction of a planned development for the construction and operation of a continuing care retirement community at 450 Davis Street in Evanston. Staff recommends suspension of rules to introduce and adopt at the February 22, 2010 Council meeting.

W. Bobkiewicz stated that the staff has notified Mather Lifeways that they would like to withdraw this item from the agenda this evening. The First Ward is having a meeting this week and wants to review the ordinance. Ald. Burrus requested a list of how many meetings and how much staff time has been involved in this
ordinance. Ald. Rainey asked Ald. Fiske to apprise the committee of the Ward meeting results and concerns as all the committee may not be able to attend. Ald. Rainey asked what the issues of concern are. Ald. Fiske mentioned that she did not know this item would be on the agenda tonight. The underpinning of the foundation of the Georgian is of concern to the impact on Hinman Avenue, Davis Street, the alley on the east side of the building and the trees. The Mather has been good about holding meetings but there is concern about the truck routes to and from the construction site. Ald. Rainey clarified that this request is informational not a meeting to stop the construction. Ald. Burrus asked if the Mather attorney would like to speak. David Reifman, Mather Attorney, said he was surprised that there was a request to pull this item. This was all mentioned in the original ordinance that authorized the construction. This ordinance refers to a management plan that is different and it includes the question of routine easement. The Mather is paying the City a considerable amount of money and I am very concerned. He concluded that he is not in agreement with pulling the item. Ald. Jean-Baptiste asked if pulling the item would delay construction and why do they want to accelerate the project. D. Reifman said it was to move forward on the project so construction on the second phase could begin as soon as possible. Ald. Rainey noted that an administrative matter is not an ordinance. We can give the First Ward time to consider this. Ald. Fiske reiterated that the area will be impacted by this work and no one on the committee knew about this ordinance. She stated that she was not informed so she could not get the citizens involved. She could not she said confirm that this item will be on the agenda in two weeks. Ald. Rainey asked Ald. Fiske to try to get the item back on the agenda for the next A & P W committee meeting, March 8. Ald. Fiske said it would be on the agenda at the next ward meeting which is this coming Tuesday, the 23rd. Ald. Burrus asked if this did not follow regular procedures. She stated that she would like to hear from the attorney asking if he has heard of this before working with the City of Evanston. She asked, do you feel there is a legal question about this ordinance being pulled tonight. Mr. Reifman thought that this item had a full staff review. Other than the request to suspend rules and introduce and vote into action on the same night, he said he did not believe there has been anything out of the ordinary. W. Bobkiewicz stated that after he talked with Ald. Fiske and determined that delaying a week would not harm the project he felt this item could be pulled. As the City Manager, that is what he is asking of the committee.

A10 was approved, 4 – 0, to be held until the next A & P W meeting after the First Ward meeting on the 23rd. Ald. Burrus voted nay.

(A11)* Ordinance 16-O-10 Amending Title 8, Chapter 5½ of the City Code, “Municipal Solid Waste Hauling Licenses” Revising the Municipal Solid Waste Franchise (MSWF) with Addition of Recycling Requirements

Staff recommends City Council Adoption of Ordinance 16-O-10 to amend Title 8, Chapter 5½, of the City code to include a new Section 6 entitled Residential Recycling Requirements that will require multi-family dwellings five (5) residential units or more serviced by the MSWF to provide at a minimum the free 95 gallon recycling cart for use by its occupants.

Ald. Rainey thought that this ordinance was a step forward. She asked if multi-building families would be charged a recycling fee. S. Eggleston stated that
condos pay their own fees. Recycling will be free.
A11 was unanimously approved 5 – 0

IV. DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT at 6:25 p.m.

Respectfully submitted:
Phillip G. Baugher