AGENDA

ADMINISTRATION & PUBLIC WORKS COMMITTEE

Monday October 12, 2009
5:30 p.m. – 6:20 p.m.

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

I. DECLARATION OF QUORUM

II. APPROVAL OF MINUTES OF REGULAR MEETING of September 29, 2009

III. ITEMS FOR CONSIDERATION

(A1)* City of Evanston Payroll through 9/27/09 $2,318,770.06

(A2)* City of Evanston Bills through 10/13/09 $1,952,713.85

(A3.1)* Actuarial Report for Fire and Police Pension Obligations
Recommend approval of the actuarial report by motion for usage in the 2009 tax levy process. The percentage increase in the Annual Required Contribution from 2008 to 2009 is 9.6% or $1,235,904. The unfunded liability for both funds increased from $145,792,613 to $158,899,155. At the September 29, 2009 Administration and Public Works Committee meeting, this item was held for discussion.

(A3.2)* Acceptance of 2008-09 Comprehensive Annual Financial Report
Recommend acceptance of the Comprehensive Annual Financial Report for FY2008-2009. Each year the City completes an independent review of the City’s financial status. This annual audit must be completed within 180 days of the close of the fiscal year. Our audit was completed this year in a timely manner in cooperation with our independent auditor, Baker, Tilly, Virchow, Kraus. The City is again applying for the Certificate of Excellence in Financial Reporting from the Government Finance Officers Association. At the September 29, 2009 Administration and Public Works Committee meeting, this item was held for discussion.

(A3.3)* Approval of Natural Gas Purchase for 2009 through 2010
Recommend approval to authorize the City Manager to sign a contract between the City of Evanston and one of the two following bulk natural gas providers: Centerpoint Energy Services or US Energy Services, based on proposed actionable pricing to be provided on October 12, 2009, for natural gas supply for twelve months beginning November 1, 2009, in an amount not to exceed $370,000. Funding provided by the applicable approved operating budget for each of the 14 affected facilities.

(A3.4)* Approval of Request by the Arthur Hill Company for 4-Hour Free Parking

Rev. 10/7/2009 5:25:38 PM
for Customers in the Maple Avenue Garage during the Construction of the Maple Avenue Streetscape from October 13th through November 25th. Recommend approval of a request by the Arthur Hill Company for free parking up to 4 hours a day for garage users from October 13th through Thanksgiving during the construction of the Maple Avenue Streetscape. The Parking Fund will recover lost revenue from this initiative through reimbursement by the Downtown II TIF. Vehicles parking longer than 4 hours would be charged full rates.

(A3.5)*Approval of Free Holiday Parking in Downtown Garages and Lot 60
Recommend approval of a request from the parking Committee to approve free holiday parking in the City’s three Downtown Self-Park Garages and Lot 60 located at 1234 Chicago Avenue on weekdays between 5p.m. and 12 midnight and all day Saturdays beginning Thursday, November 26 through Saturday, January 2, 2010.

(A3.6)*Approval of a Contract for Structural Evaluation and Condition Assessment of Downtown Parking Garages (RFP 10-36)
Recommend approval of a contract for structural evaluation and condition assessment of downtown parking garages be awarded to Halvorson and Partners (600 West Chicago Avenue, Suite 650, Chicago, IL) for a total not-to-exceed of $52,250. Funding provided by the Parking Fund, with $20,000 budgeted from each of the three downtown garages: Church Street, Sherman Plaza, and Maple Avenue.

(A3.7)*Approval of Lowest Responsible and Responsive Bid (10-58) for the Maple Avenue Self Park Lighting Upgrade Project
Recommend approval of the lowest responsible and responsive bid (10-58) for the lighting upgrade at the Maple Avenue Self Park from Hecker and Company Inc., (250 Industrial Lane, Wheeling, IL) in the amount $177,900.00. Funding for this Capital Improvement Project is provided by the Downtown II TIF.

(A3.8)*Approval to Purchase Cold Patch Material from a Single Source Supplier
Recommend approval of single source purchase of cold patch material from Healy Asphalt Company, LLC. (3401 S. Busse Road, Mount Prospect, IL) in the amount of $70,000. Funding provided by the Streets General Fund: $40,000 (FY09-10) and $30,000 (FY 10-11).

(A3.9)*Approval of Contract for Vehicle Sticker Processing and Collections Administration (RFP 10-49)
Recommend approval of the contract in response to RFP #10-49 for processing of vehicle sticker applications and payments to Third Millennium Associates, Inc. (4200 Cantera Drive, Suite 105, Warrenville, IL) in the estimated amount of $121,966 over 3 years. Cost for year one is estimated at $45,000, with costs estimated for years two and three at $38,500. Funding provided by the General Fund Finance Collections Division. The budgeted amount for this service is $45,000 for the current fiscal year.
(A4.1)*Change Order for Duncan Solutions (Citation Management) Expenditure
Recommend approval of revised costs associated with Duncan Solutions (Citation Management) for parking citation cost and collections.

(A5)* Ordinance 90-O-09 Amending Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 12 (A), (E) and (F): Schedule XII; Parking Meter Zones
Consideration of proposed ordinance 90-O-09 regarding long-term parking by which Council would amend Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 12 (A), (E) and (F): Schedule XII; Parking Meter Zones.

Consideration of proposed ordinance 97-O-09 amending the Evanston City Code of 1979, Title 3, “Business Regulations,” Chapter 5, “Liquor Control Regulations,” Section 6, “Classification and License Fees,” Subsection F, “Special One Day Licenses” to correct the text that mandates the time and day of the week liquor sale/service is permitted for Class F special one-day liquor licensed events.

(A7)* Ordinance 100-O-09 To Update Authorized Signatories and Financial Institutions
Consideration of proposed ordinance 100-O-09 to update authorized staff signatories and financial institutions for the deposit/investment of City funds.

IV. ITEMS FOR DISCUSSION
V. COMMUNICATIONS
VI. ADJOURNMENT