



## **MEETING MINUTES**

### **Administration & Public Works**

Monday, November 14, 2011

5:45 P. M.

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

Members Present: Ald. Braithwaite, Ald. Burrus, Ald. Grover, Ald. Holmes, Ald. Rainey

Members Absent:

Staff Present: Godwin Chen, Dolores Cortez, Rajeev Dahal, Robert Dorneker, Grant Farrar, Doug Gaynor, Paul Gottschalk, Steve Griffin, Jewell Jackson, Chief Klaiber, Martin Lyons, Joseph McRae, Jeff Murphy, Eric Palmer, Dave Stoneback, Evonda Thomas, Kate Todd, Suzette Robinson, Mayor Elizabeth Tisdale

Others Present:

Presiding Member: Colleen Burrus

---

### **I. DECLARATION OF QUORUM**

With a quorum present, Chairman Burrus called the meeting to order at 5:45 P.M.

The meeting was preceded by the presentation of plaques and certificates to the schools that participated in the snowplow-painting contest. The theme this year was "Compost the Most." The judges were the Mayor, a team of snowplow operators from Streets and Sanitation and the citizens of Evanston via email and 311.

Certificates were presented to Roycemore, Lincolnwood, Nichols and Kingsley schools.

The "Best Theme" prize was awarded to two schools: Saint Athanasius and Haven.

The "Evanstonion Choice" award went to Orrington Elementary.

The "Mayor's Choice" award was awarded to two schools, Dawes and Chute.

Students, teachers and parents were in attendance to honor the artists at the various schools.

### **II. APPROVAL OF MINUTES OF REGULAR MEETING of October 24, 2011**

It was moved by Ald. Grover and seconded by Ald. Braithwaite that the minutes of the October 24, 2011 meeting be approved. A voice vote was taken and the minutes were approved.

### III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through 10/23/11 \$2,561,778.86

It was moved by Ald. Grover and seconded by Ald. Braithwaite that the payroll of be approved. A voice vote was taken and the City of Evanston payroll for October 23, 2011 was unanimously approved 5-0.

(A2) City of Evanston Bills FY2011 through 11/15/11 \$2,962,172.83

Ald. Rainey asked what had been on the property at 1717 Howard. Jeff Murphy (Assistant Director Buildings and Inspection Services) said it had been occupied by Omega. Ald. Rainey felt that the land was still a mess even after three cleanings.

It was moved by Ald. Holmes and seconded by Ald. Braithwaite that the bills list of be approved. A voice vote was taken and the City of Evanston bills list through 11/15/11 was unanimously approved 5-0.

City of Evanston Credit Card Activity through 09/30/11 \$ 115,017.93

It was moved by Ald. Holmes and seconded by Ald. Braithwaite that the credit card activity be approved. A voice vote was taken and the credit card activity through 09/30/11 was unanimously approved.

**(A3.1) Approval of Contract Award for Inventory of Traffic Signs, Street Lights, and Traffic Signals to Christopher Burke Engineering, Ltd., (RFP 12-56)**

**Staff recommends that the City Council authorize the City Manager to execute a contract with Christopher Burke Engineering, Ltd., (9575 W. Higgins Road, Rosemont, IL), in the amount of \$96,000 to provide inventory of traffic signs, street lights, and traffic signals, provide retro-reflectivity assessment of traffic signs and a management plan to replace the traffic signs that do not meet minimum retro-reflectivity standards as required by the Federal Highway Administration (FHWA). Funding for this project will be from Capital Improvement Fund "City Works – Sign Inventory" (Account 416394). (Total FY2011 and FY2012 Budget amount is \$155,000.)**

Ald. Rainey wanted all to know that this was a federally mandated obligation on the City, not to be confused with a city proposal for a sign ordinance. Chair Burrus thanked her for pointing out this fact.

It was moved by Ald. Holmes and seconded by Ald. Braithwaite that A3.1 be approved. A voice vote was taken and A3.1 was unanimously approved.

**(A3.2) Approval of Contract Awards for Snow Towing Operations**

**Staff recommends that Council authorize the City Manager to award contracts for Snow Towing Services to various towing companies (see attached list) in an amount not to exceed \$75,000. The estimated total funding for the 2011-2012 snow season is in an amount not to exceed \$75,000 (Account 2680-62451).**

It was moved by Ald. Holmes and seconded by Ald. Braithwaite that A3.2 be approved. A voice vote was taken and A3.2 was unanimously approved.

- (A4) **Approval of Change Order No. 3 for 1964 Filter Rehabilitation (Bid 11-39)**  
Staff recommends that the City Council authorize the City Manager to execute Change Order No. 3 in the amount of \$25,504 to the agreement with Keno and Sons Construction Company for the 1964 Filter Addition Rehabilitation project. This will increase the total contract from \$3,462,839 to \$3,488,343. Funding for this work will be from the Water Fund, (Account 733048) which has a budget allocation of \$3,895,000 (\$2,900,000 in FY 2011 and \$995,000 in the proposed FY 2012 Capital Improvement Program). It was moved by Ald. Grover and seconded by Ald. Rainey that A4 be approved. A voice vote was taken and A4 was unanimously approved.
- (A5) **Ordinance 100-O-11: City of Evanston 2011 Tax Levy**  
Staff requests consideration of Tax Levy Ordinance 100-O-11, which levies the annual property tax for General Fund Operations, IMRF, Police and Fire Pensions. Ald. Rainey pointed out that these next three ordinances are for introduction only not for adoption. She asked if the final amount could be higher or lower and Chair Burrus replied that it could change. It was moved by Ald. Grover and seconded by Ald. Braithwaite that A5 be approved. A voice vote was taken and A5 was unanimously approved.
- (A6) **Ordinance 101-O-11: 2011 Special Service Area #4 Tax Levy**  
Staff requests consideration of Tax Levy Ordinance 101-O-11 which levies the annual property tax for Special Service Area #4. It was moved by Ald. Rainey and seconded by Ald. Holmes that A6 be approved. A voice vote was taken and A6 was unanimously approved.
- (A7) **Ordinance 102-O-11: 2011 Evanston Township Tax Levy**  
Staff requests consideration of Tax Levy Ordinance 102-O-11 which levies the annual property tax for the Evanston Township. It was moved by Ald. Holmes and seconded by Ald. Braithwaite that A7 be approved. A voice vote was taken and A7 was unanimously approved.
- (A8) **Ordinance 93-O-11, Increasing the Number of Class D Liquor Licenses to Permit Issuance to Old Neighborhood Grill, Inc**  
The Local Liquor Commissioner recommends introduction, suspension of the rules, and adoption of Ordinance 93-O-11, amending Subsection 3-5-6-(D) of the City Code to increase the number of Class D liquor licenses from 23 to 24 to permit issuance to Old Neighborhood Grill, Inc, 2902 Central Street. Ald. Grover noted that in the three years this grill has existed, they have become an institution on Central Street. It was moved by Ald. Grover and seconded by Ald. Holmes that A8 be approved for introduction and action. A voice vote was taken and A8 was unanimously approved.

**(A9) Ordinance 94-O-11, Increasing the Number of Class C Liquor Licenses to Permit Issuance to Austin's Taco's, LLC**

The Local Liquor Commissioner recommends introduction, suspension of the rules, and adoption of Ordinance 94-O-11, amending Subsection 3-5-6-(C) of the City Code to increase the number of Class C liquor licenses from 26 to 27 to permit issuance to Austin's Tacos, LLC, 622 Davis Street.

It was moved by Ald. Holmes and seconded by Ald. Braithwaite that A9 be approved for introduction and action. A voice vote was taken and A9 was unanimously approved.

**(A10) Ordinance 95-O-11, Decreasing the Number of Class C Liquor Licenses Due to the Closure of Carmen's Pizza**

The Local Liquor Commissioner recommends passage of Ordinance 95-O-11, amending Section 3-5-6-(C) of the City Code to decrease the number of Class C liquor licenses from 27 to 26 due to the closure of Carmen's Pizza, 1014 Church Street. This "housekeeping" ordinance withdraws the Class C license held by Carmen's Pizza which closed in spring 2011. The Liquor Control Review Board approved an increase for Carmen's of Evanston, which is reflected by 96-O-11.

It was moved by Ald. Holmes and seconded by Ald. Braithwaite that A10 be approved for introduction and action. A voice vote was taken and A10 was unanimously approved.

**(A11) Ordinance 96-O-11, Increasing the Number of Class C Liquor Licenses to Permit Issuance to Carmens of Evanston, Inc.**

The Local Liquor Commissioner recommends introduction, suspension of the rules, and adoption of Ordinance 96-O-11, amending Subsection 3-5-6-(C) of the City Code to increase the number of Class C liquor licenses from 26 to 27 to permit issuance to Carmens of Evanston, Inc., 1241 Chicago Avenue.

Ald. Holmes questioned the two items that seemed to be in conflict: Class C going from 26 to 27 licenses. Grant Farrar ( Corporation Counsel/City Attorney) said he would check to see if it was a scribe's error and if so have the ordinance changed. Ald. Rainey said though it was not mentioned, the operators of Carmen's are the same as those at Las Palmas.

It was moved by Ald. Grover and seconded by Ald. Braithwaite that A11 be approved for introduction and action. A voice vote was taken and A11 was unanimously approved.

**IV. ITEMS FOR DISCUSSION**

**V. COMMUNICATIONS**

**VI. ADJOURNMENT**

Ald. Grover motioned and Ald. Braithwaite seconded for adjourned. Chair Burrus adjourned the meeting at 6:15 p.m.

Respectfully Submitted,  
Phillip Baugher  
Administrative Assistant, Administrative Services