Administration and Public Works Committee Meeting
Minutes of April 8, 2014
Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center

MEMBERS PRESENT: D. Holmes, A. Rainey, C. Burrus,

MEMBERS ABSENT: P. Braithwaite, J. Grover


PRESIDING OFFICIAL: Ald. Holmes

I. DECLARATION OF QUORUM

A quorum being present, Ald. Holmes called the meeting to order at 6:05 p.m.

II. APPROVAL OF REGULAR MEETING MINUTES OF MARCH 24, 2014.

Ald. Burrus moved to approve the minutes of the March 24, 2014 A&PW meeting as submitted, seconded by Ald. Rainey.

The minutes of the March 24, 2014 meeting were approved unanimously 3-0.

III. ITEMS FOR CONSIDERATION

(A1) City of Evanston Payroll through March 23, 2014 $2,670,255.30

(A2) City of Evanston Bills -- April 9, 2014

City of Evanston Credit Cards through February 28, 2014 $120,686.35

For Action

Ald. Rainey moved to approve the City of Evanston Payroll (A1) through 3/23/14 seconded by Ald. Burrus. The Committee voted unanimously 3-0 to approve the payroll.

Ald. Burrus moved to approve the City of Evanston Bills through 4/9/14 and the credit cards through February 28, 2014, seconded by Ald. Rainey. The Committee voted unanimously 3-0 to approve the bills.

(A3.1) Approval of Agreement with CDM Smith for Reservoir and Clearwell Planning Study (RFP 14-10)

Staff recommends City Council authorize the City Manager to execute an agreement for the Reservoir and Clearwell Planning Study with CDM Smith (125 South Wacker
Drive, Suite 600, Chicago, IL) in the not-to-exceed amount of $86,359. Funding is provided by the Water Fund, Account 733126.62140, with a budget of $100,000 for FY 2014. This item was held in Committee on March 24, 2014.

**For Action**

**Ald. Burrus moved to recommend City Council authorize the City Manager to execute an agreement for the Reservoir and Clearwell Planning Study with CDM Smith in the not-to-exceed amount of $86,359.**

Director Dave Stoneback presented information and results from previous studies and a recommendation on how to proceed. The first two studies were completed as a result of a Request for Proposal (RFP) inspect and evaluate the concrete conditions of the different structures.

The reasons for the current study are a comprehensive evaluation of the finished water storage requirements, water treatment requirements and efficient pump operations. This report would guide the life cycle cost analysis to weight the short-term repairs against long-term solutions, including the long-term financial impacts of building a new reservoir now or in 20 years. The main issue is how cost-effective it is to invest millions of dollars rehabilitating the 1913 and 1923 facilities when the concrete structures are like at the end of their useful life.

Director Stoneback discussed the existing condition of storage facilities. There are approximately 15.6 million gallons of water on hand in Evanston. The industry best practice is to have 2 days worth of storage on hand in the event of an emergency and Evanston uses an estimated 8 million gallons of water per day. The 15.6 million gallons implies that the storage facilities are filled to the top at the time the event occurs, which they seldom are, and that all of the water can be drained from them. Generally, the last 12-18 inches of water is unreachable in these structures due to pump capacity issues.

The 1913 Clearwells are not in very good condition. There is significant horizontal and vertical cracking on the inner and outer walls. CTL's recommendation "to repair the clearwell cracks and eliminate infiltration would be to 1) excavate to expose all roof and wall surfaces, 2) execute full-thickness crack repairs, and 3) apply a waterproof coating to all exterior services. However, given the highly-invasive nature of such a repair, it is questionable whether such measures would be considered practical."

At Ald. Burrus’ inquiry, Director Stoneback confirmed that the staff of the Utilities Department brought this issue to the Council’s attention. A cost of service study was conducted several years ago that indicated that there were no funds allocated for concrete restoration or rehabilitation. The studies were conducted to justify the allocation of funds in the capital improvement program.

The steel rebar is exposed and corroded in many locations on the roof slab of the 1934 Reservoir. CDM Smith’s report states that “The rate of deterioration and degradation is expected to be accelerating for the remainder of its useful life. Under normal conditions, the average expected useful life of a concrete structure is about 100 years. This life span can be significantly reduced if the concrete structure is
subject to constant high humidity and repeated freeze-thaw cycles. Therefore, it is probable that the useful life of the walls and the floor slab will not exceed 100 years.” Staff is recommending a study to guide the process on how to proceed.

PUBLIC COMMENT
Junad Rizki, 2784 Sheridan, has an issue with the option of moving the tank because it would allow a 20% water increase to move it to another location. He feels it is a financial interest to Northwestern as it sits on their property. Mr. Rizki was very concerned that there were no financial analyses performed to look at the project from different budgets. He also stated that the RFP does not match the memo to Council on the website. Mr. Rizki added that the Committee may not have a quorum to move this issue forward because, in his opinion, there is a financial interest to Northwestern University.

Ald. Burrus stated that she is highly offended by Mr. Rizki’s allegations against one of our employees. She explained that Director Stoneback is only doing his due diligence and is giving the Council the information they need to make a decision. She suggested that the Legal Department document when Mr. Rizki makes allegations against our staff because she is not sure when or if it crosses the line as a criminal offense.

Richard Lanyon, 1019 Mulford, Chairman of the Utilities Commission spoke on their behalf. He was in favor of Item A3.1. He believes this will be money well spent to integrate all of the prior studies to provide guidance to the City on the replacement of this vital infrastructure. The ability to have a sound storage for water during outage periods is essential to a well-operated water system.

Barbara Janes, 802 Colfax, urged the Committee not to spend $86,000 on an unnecessary water reservoir study. There are 3 studies that clearly state that the only thing that needs to be done is repair the roof of the present water reservoir. The final report states that we can do this cheaper than the other 2 studies. She noted the 1934 agreement with Northwestern that allows the water reservoir to be located on their property is in perpetuity. In return, we gave Northwestern a beach located at the end of Lincoln Street and another street that runs through their campus. She stated that the agreement must be honored by all parties.

Ms. Janes was against the option of moving the reservoir to Leahy Park as it is one of the most heavily used parks in Evanston by numerous sports teams and camps. She feels this is totally unacceptable and should be taken out of consideration. Ms. Janes suggested using some of the $86,000 for a fence for the dog beach.

Ald. Rainey supports this issue because it will bring into question all of the recommendations from all of the previous studies. It is time to get a recommendation to the Council that we can support to move forward with correcting the existing issues.

Ald. Rainey moved to send this to Council without a recommendation if Ald. Burrus abstained. Ald. Burrus confirmed that she would not abstain from the vote and seconded the motion.
At Ald. Burrus’ inquiry, Director Stoneback explained that Northwestern University did not ask for the reservoir to be moved. He believes that there will always be a reservoir on Northwestern’s property.

Michelle Masoncup, Assistant City Attorney, confirmed that Ald. Burrus did not need to recuse herself from the vote.

The Committee voted unanimously 3-0 to recommend approval of the agreement.

(A3.2) Approval of Tree Purchase from Suburban Tree Consortium for Spring Planting
Staff recommends approval of the purchase of 312 trees and planting services for 150 trees from Suburban Tree Consortium (STC) in the amount of $77,536.76. Funding for this purchase is provided from two sources: 1) Parks & Forestry Maintenance Account 2655.65005, with a total budget of $150,300 which is used for both the spring and fall planting seasons; and 2) the “Replant Express” program, which allows residents to pay $250 (the cost of the tree plus delivery) to be added to the planting list immediately.

For Action
Ald. Rainey moved to recommend approval of the purchase of 312 trees and planting services for 150 trees from Suburban Tree Consortium (STC) in the amount of $77,536.76, seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to recommend approval of the purchase.

(A3.3) Approval of Contract with Sunrise Tree Service Company for 2014 Dutch Elm Injection Program (Bid14-15)
Staff recommends City Council authorize the City Manager to execute a contract in the amount of $761,745 with Sunrise Tree Service Company (110 Midlothian Road, Hawthorne Woods, IL) for the 2014 Dutch Elm Disease Control Program. Funding is provided by FY2014 approved one-time expenditures in the amount of $200,000 and reserve funds set aside from previous years in the amount of $557,216 (Account 100.41332). The balance of funding for this contract ($4,529) will be made up using a portion of the $46,000 remaining in General Fund Dutch Elm Disease Account (2655.62496).

For Action
Ald. Holmes moved to recommend that City Council authorize the City Manager to execute a contract in the amount of $761,745 with Sunrise Tree Service Company for the 2014 Dutch Elm Disease Control Program, seconded by Alderman Burrus.

The Committee voted unanimously 3-0 to recommend approval of the contract.

(A3.4) Approval of Contract Extension with Golf Mill Ford Inc. for Ford Original Equipment Manufacturer (OEM) Parts (Bid 12-118)
Staff recommends City Council authorize the City Manager to execute the agreement for a one-year contract extension for the purchase of Ford Original Equipment Manufacturer (OEM) parts in the amount of $88,500 with Golf Mill Ford Inc. (9401 N. Milwaukee Avenue, Niles, IL). Funding for this purchase will be from the Major Maintenance, Materials to Maintain Autos Account (7710.65060).

**For Action**

Ald. Burrus moved to recommend City Council authorize the City Manager to execute an agreement for a one-year contract extension for the purchase of Ford Original Equipment Manufacturer (OEM) parts in the amount of $88,500 with Golf Mill Ford Inc., seconded by Ald. Holmes.

The Committee voted unanimously 3-0 to recommend approval of the agreement.

**(A3.5) Approval of Contract Extension with Arrow Road Construction for Hot Mix Asphalt (Bid 12-34)**

Staff recommends City Council authorize the City Manager to execute the agreement for a one-year contract extension for the purchase of 500 tons of modified hot mix asphalt at a cost of $52 per ton and 300 tons of modified hot mix binder at the cost of $44 per ton with Arrow Road Construction dba Healy Asphalt (3401 South Busse Road, Mt. Prospect, IL) for Fiscal Year 2014 for a cost of $39,200. Funding is provided by the FY 2014 General Fund Street and Alley Account (2670.65055), the Water Fund Account (7115.65051), and the Sewer Fund Account (7400.65051).

**For Action**

Ald. Rainey moved to recommend authorizing the City Manager to execute the agreement for a one-year contract extension for the purchase of 500 tons of modified hot mix asphalt at a cost of $52 per ton and 300 tons of modified hot mix binder at the cost of $44 per ton with Arrow Road Construction dba Healy Asphalt for Fiscal Year 2014 for a cost of $39,200, seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to recommend approval of the contract.

**(A3.6) Approval of Purchase of Davis Streetscape Furniture from Landscapeforms**

Staff recommends City Council approval of the single source purchase of the streetscape furniture items for Davis Street from Landscapeforms (431 Lawndale Avenue, Kalamazoo, MI) in the amount of $51,006.00. Funding is provided by: $22,952.70 from the Washington National TIFF; and $28,053.30 from the CIP Fund (416438).

**For Action**

Ald. Holmes recommended that the City Council approve the single source purchase of the streetscape furniture items for Davis Street from Landscapeforms in the amount of $51,006.00, seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to approve the purchases.
(A4) Resolution 14-R-14 Authorization for the City Manager to Negotiate and Execute Residential Lease for 631 Howard Street, Unit 2

Staff recommends that City Council approve Resolution 14-R-14 authorizing the City Manager to execute a residential lease with Anne Carlson and Cody Modeer for an apartment located at 631 Howard Street, Unit 2.

For Action

Ald. Burrus moved to recommend City Council approve Resolution 14-R-14 authorizing the City Manager to execute a residential lease with Anne Carlson and Cody Modeer for an apartment located at 631 Howard Street, Unit 2, seconded by Ald. Holmes.

The Committee voted unanimously 3-0 to recommend approval of the lease.

(A5) Resolution 22-R-14 Authorization for the City Manager to Negotiate and Execute Residential Lease for 631 Howard Street, Unit 1

Staff recommends that City Council approve Resolution 22-R-14 authorizing the City Manager to execute a residential lease with Marcus T. Yakhnis and Nicole M. Mickels for an apartment located at 631 Howard Street, Unit 1.

For Action

Ald. Burrus moved to recommend City Council approve Resolution 22-R-14 authorizing the City Manager to execute a residential lease with Marcus T. Yakhnis and Nicole M. Mickels for an apartment located at 631 Howard Street, Unit 1, seconded by Ald. Rainey.

Ald. Rainey noted that this is one of the buildings on Howard Street that the City purchased for redevelopment. The building is fully occupied and successful.

The Committee voted unanimously 3-0 to recommend approval of the lease.

(A6) Resolution 13-R-14, Authorizing City Manager to Execute a License Agreement with Chiaravalle Montessori School for Use of Currey Park to locate Temporary Mobile Classrooms

Staff recommends approval of Resolution 13-R-14 to authorize the City Manager to execute a license agreement with Chiaravalle Montessori School (“Chiaravalle”) for use of a portion of Currey Park to locate temporary mobile classrooms for a 10-month period.

For Action

Ald. Rainey moved to recommend approval of Resolution 13-R-14 to authorize the City Manager to execute a license agreement with Chiaravalle Montessori School (“Chiaravalle”) for use of a portion of Currey Park to locate temporary mobile classrooms for a 10-month period, seconded by Ald. Burrus.

Robin McCloud-Springer, Head of School, thanked City staff for working diligently with Chiaravalle on this project. Steve Friedland, Applegate & Thorne-Thomsen, explained that Chiaravalle owns certain real property located at 425 Dempster Street, upon which it operates a private school and Chiaravalle seeks to demolish the north part of the school facility and build an addition in its place. The City owns the adjoining property to Chiaravalle known as Currey Park.
In order to provide classroom instruction during construction period of the project, Chiaravalle has requested permission to construct and occupy two mobile classrooms on a portion of Currey Park for the period of 10 months.

Mr. Friedland also discussed additional easements: 1) geothermal easement that is part of the construction of the building; 2) storm water easement under basketball courts; 3) Water easement for the purpose of installing a new water line; 4) construction easement for June 2014-August 2015.

Mr. Friedland noted that Chiaravalle purchased the land from the City in 2010 and paid $200,000 in escrow toward the reconstruction of Currey Park.

Construction will end August 1, 2015 and the park will be regarded prior to City restoration.

Ald. Burrus inquired about the parking agreement for this project. Mr. Friedland explained that they did receive some zoning approval, but there is no parking requirement onsite because it pre-dates its pre-existing use. Ald. Burrus explained that a few Chiaravalle staff are receiving parking tickets regularly. There are also issues with parking for the disabled population.

Ms. McCloud-Springer explained that the issue stems from street cleaning and snow emergency restrictions. She stated that she is seeking a resolution for the issue.

The Committee voted unanimously 3-0 to recommend approval of the resolution.

(A7) Resolution 20-R-14, Authorizing City Manager to Execute an Easement Agreement with Chiaravalle Montessori School
Staff recommends approval of Resolution 20-R-14 to authorize the City Manager to execute an easement agreement with Chiaravalle Montessori School (“Chiaravalle”) to provide for easements for the benefit of Chiaravalle on and under the City’s park property commonly known as “Currey Park”.

For Action
Ald. Rainey moved to recommend City Council authorize the City Manager to execute an easement agreement with Chiaravalle Montessori School (“Chiaravalle”) to provide for easements for the benefit of Chiaravalle on and under the City’s park property commonly known as “Currey Park”, seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to recommend approval of the agreement.

(A8) Ordinance 51-O-14, Approving and Authorizing Revenue Bonds and Related Matters Thereto (Chiaravalle Conduit Financing)
Staff recommends City Council approval of Ordinance 51-O-14 as introduced, for purposes of final action on April 28, 2014. Chiaravalle has requested the City act as the conduit financing authority for their debt issuance as a part of the expansion of
their renovations originally started with the City’s initial conduit debt issuance in April 2010. The City will not incur a liability to repay this debt in the event of a default by Chiaravalle.

**For Introduction**

Ald. Holmes moved to recommend City Council approval of Ordinance 51-O-14 as introduced, for purposes of final action on April 28, 2014, seconded by Ald. Rainey.

Assistant City Manager/CFO Marty Lyons explained the first issue is a refinance of the original bond to receive a lower interest rate. The second issue is Chiaravalle has requested the City act as the conduit financing authority for their debt issuance of $2.93 million as a part of the expansion of their renovations. The City will not incur a liability to repay this debt in the event of a default by Chiaravalle. This debt does not appear in the City’s financial balance sheet, but does appear as a note in our financial statements. Section 2 of the Ordinance outlines the fact the bonds are not an indebtedness or obligation of the City, and no owner of the Bonds has the right to compel the City to tax for payment of the Bonds.

We have worked with bond counsel, Chapman and Cutler, to create the necessary bond ordinance, and are reviewing the required legal documents necessary for the issuance. Chiaravalle will pay for the additional debt offering and an assessed .25% interest rate charge on the issuance to cover the cost of our Bond Counsel. Chapman and Cutler’s opinion will be attached in the final report.

At Ald. Rainey’s inquiry, Assistant City Manager Lyons confirmed that the bonds are tax exempt. He added that Chiaravalle would be able to receive tax exempt bonds without the City as a conduit depending on their use for the project.

**After discussion, the Committee voted unanimously 3-0 to recommend approval of the ordinance.**

**(A9) Ordinance 41-O-14 Amending the City Code to Establish a 4-Way Stop Control at the Intersection of Broadway Avenue and Jenks Street**

Staff recommends adoption of Ordinance 41-O-14 by which the City Council would amend Section 10-11-5(D), Schedule V(D) of the City Code to establish a 4-Way Stop Control at the intersection of Broadway Avenue and Jenks Street.

**For Introduction**

Ald. Holmes moved to recommend adoption of Ordinance 41-O-14 by which the City Council would amend Section 10-11-5(D), Schedule V(D) of the City Code to establish a 4-Way Stop Control at the intersection of Broadway Avenue and Jenks Street, seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to recommend the adoption of the ordinance.

**(A11) Ordinance 43-O-14, Decreasing the Number of Class C Liquor Licenses for La Macchina Café, LLC d/b/a La Macchina Café, 1620 Orrington Avenue**
Staff recommends City Council approval of Ordinance 43-O-14 which decreases the number of authorized Class C liquor licenses from 23 to 22, due to issuance of an upgraded liquor license C-1 to La Macchina Café, LLC d/b/a La Macchina Café (“Company”), 1620 Orrington Avenue.

For Introduction
Ald. Burrus moved to recommend that City Council approve Ordinance 43-O-14 which decreases the number of authorized Class C liquor licenses from 23 to 22, due to issuance of an upgraded liquor license C-1 to La Macchina Café, 1620 Orrington Avenue, seconded by Ald. Holmes.

The Committee voted unanimously 3-0 to recommend approval of the ordinance.

(A12) Ordinance 44-O-14, Increasing the Number of Class C-1 Liquor Licenses for La Macchina Café, LLC d/b/a La Macchina Café, 1620 Orrington Avenue
Staff recommends City Council approval of Ordinance 44-O-14 which increases the number of authorized Class C-1 liquor licenses from five to six to permit issuance to La Macchina Café, LLC d/b/a La Macchina Café (“Company”), 1620 Orrington Avenue.

For Introduction
Ald. Burrus moved to recommend City Council approval of Ordinance 44-O-14 which increases the number of authorized Class C-1 liquor licenses from five to six to permit issuance to La Macchina Café, 1620 Orrington Avenue, seconded by Ald. Rainey.

The Committee voted unanimously 3-0 to recommend adoption of the ordinance.

(A13) Ordinance 45-O-14, Decreasing the Number of Class I Liquor Licenses for Ward Eight LLC d/b/a Ward Eight, 629 Howard Street
Staff recommends City Council approval of Ordinance 45-O-14 which amends Evanston City Code of 2012 Subsection 3-4-6-(I), as amended, to decrease the number of authorized Class I liquor licenses from one to zero due to issuance of an upgraded Class D liquor license to Ward Eight LLC d/b/a Ward Eight (“Company”), 629 Howard Street.

For Introduction
Ald. Rainey moved to recommend that City Council approve Ordinance 45-O-14 which amends Evanston City Code of 2012 Subsection 3-4-6-(I), as amended, to decrease the number of authorized Class I liquor licenses from one to zero due to issuance of an upgraded Class D liquor license to Ward Eight LLC 629 Howard Street, seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to recommend adoption of the ordinance.

(A14) Ordinance 46-O-14, Increasing the Number of Class D Liquor Licenses for Ward Eight LLC d/b/a Ward Eight, 629 Howard Street
Staff recommends City Council approval of Ordinance 46-O-14 which amends Evanston City Code of 2012 Subsection 3-4-6-(D), as amended, to increase the number of authorized Class D liquor licenses from 49 to 50 to permit issuance to Ward Eight LLC d/b/a Ward Eight (“Company”), 629 Howard Street.

For Introduction
Ald. Rainey moved to recommend City Council approval of Ordinance 46-O-14 which amends Evanston City Code of 2012 Subsection 3-4-6-(D), as amended, to increase the number of authorized Class D liquor licenses from 49 to 50 to permit issuance to Ward Eight LLC, 629 Howard Street, seconded by Ald. Burrus.

The Committee voted unanimously 3-0 to recommend adoption of the ordinance.

(A16) Ordinance 40-O-14, Recognizing the Cessation of Evanston Township and Codifying the City’s Assumption of the Duties and Obligations of Evanston Township
Staff recommends City Council adoption of Ordinance 40-O-14. This ordinance is companion legislation to Ordinance 52-O-14. A companion resolution, 1T-R-14, will be on the agenda for action by the Town Board at the April 28, 2014 meeting. That resolution will discontinue, abolish, and cease Township operations as of April 30, 2014.

For Introduction
Ald. Holmes moved to recommend City Council adoption of Ordinance 40-O-14 Recognizing the Cessation of Evanston Township and Codifying the City’s Assumption of the Duties and Obligations of Evanston Township, a companion resolution to 1T-R-14 to discontinue, abolish, and cease Township operations as of April 30, 2014, seconded by Ald. Burrus.

Ald. Rainey asked if this ordinance includes the hiring of a lookalike tax assessor to replace Bonnie Wilson’s department. City Manager Bobkiewicz explained that this ordinance moves the budget as-is from the Township to the City. He added that he has detailed his plan to move 3 of the current Township General Assistance and 1 assessor staff, which is not filled, to the City. He does not feel that the assessor is a full-time position, however, the services still need to be offered. He will return to Council in 2015 with an assessment and adjustments if necessary.

Ald. Rainey does not believe that we should hire anyone for the assessor position. It should be deleted from the ordinance. She strongly believes that the City should not be providing tax assistance as there are 10 other taxing bodies on our tax bills. It is a duplicate of service of County Commissioner Larry Suffredin’s office. She moved to amend the ordinance to delete that part of the position.

City Manager Bobkiewicz stated that the City has been authorized by the Illinois General Assembly, assuming that the election results are certified by the City Clerk, to assume the role of the Evanston Township Assessor. The plan he presented in October, per the Council’s request, included one position. The current Township budget contains three positions, including the elected assessor. He believes that we
need to continue to provide the property tax assessment assistance, however, he does not believe we need a full-time elected official and two additional staff to perform the service. He believes the assessor position is a seasonal role and the individual can perform other work.

Ald. Rainey noted that she opposed the plan when presented in October. She supports subsidizing a part-time position in the County Commissioner’s Office. The City does not need to take on the obligation of another set of benefits. She will speak with Commissioner Suffredin’s office.

City Manager Bobkiewicz agreed, if the ordinance is introduced, to work with the Legal Department on appropriate language to regarding this position.

After discussion, the Committee voted 2-1 with Ald. Rainey against the adoption of the ordinance.

(A17) 52-O-14, Creating the City of Evanston General Assistance Fund and Defining Other City Duties and Obligations
Staff recommends City Council adoption of Ordinance 52-O-14. This ordinance is companion legislation to Ordinance 40-O-14.

For Introduction
Ald. Burrus moved to recommend City Council adoption of Ordinance 52-O-14 Creating the City of Evanston General Assistance Fund and Defining Other City Duties and Obligations, seconded by Ald. Holmes.

The Committee voted 3-0 to adopt this ordinance.

IV. ITEMS FOR DISCUSSION

VI. COMMUNICATIONS

VII. ADJOURNMENT
Ald. Burrus moved to adjourn, seconded by Ald. Holmes.

The Committee voted unanimously 3-0 to adjourn. The meeting was adjourned at 7:07p.m.

Respectfully submitted,
Janella Hardin