BOARD OF LOCAL IMPROVEMENTS  
Tuesday July 11, 2017  
2:00 P.M.  
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2403

AGENDA

I. Call to Order / Declaration of Quorum
II. Approval of Meeting Minutes from:
   a. SA 1521 Public Hearing – March 14, 2017
   b. SA 1522 Public Hearing – March 14, 2017
   c. Regular Meeting – April 11, 2017
III. Public Comment
IV. Alley Projects Update
V. Alley Projects Budget Summary
VI. New Business
   a. Alley Maintenance Practices
VII. Old Business
VIII. Roundtable Discussion
IX. Adjournment

NEXT MEETING – September 12, 2017

Information about the BLI Committee is available at: www.cityofevanston.org. Questions can be directed to Paulina Abazi at 847-866-2950.

The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact the Facilities Management Office at 847-866-2916 (Voice) or 847-448-8064 (TYY).
MEETING NOTES

Board of Local Improvements
Public Hearing - Special Assessment 1521
Alley North of Brummel St., East of Grey Ave.
Tuesday March 14, 2017, 6:00 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge, Room #2402

Members Present: David D. Stoneback, Martin Lyons, Lara Biggs, James Maiworm, Robert Bauer
Members Absent: Rodney Greene
Staff Present: Dan Manis, Paulina Albazi
Presiding Member: David D. Stoneback

I. Background on the special assessment alley paving process
D. Mains, Senior Project Manager, provided the present property owners with a brief background on the special assessment process which is dictated by State laws that have been in place for over 100 years. The City covers 50% of cost and resident pays 50% through special assessment. Homeowners have two options of paying: Option 1) pay special assessment in full or 2) pay over 10 years with 3% simple interest rate based on the 2016 treasury yield. Kathy Brown in the City’s Accounting Division handles the invoices for Special Assessment.

II. Review of assessment method and costs
The cost method used was the unit method.
The City has a financial assistance program through CDBG grant funds. Homeowners may apply if they qualify. This alley will be bid with other alleys that will be constructed this year which could result in a lower cost.

III. Explanation of the legal and financial aspects of assessments
After final cost is determined, the City’s Legal staff will take to court to get special assessment added to individual property assessments. After this, all property owners will be notified of the confirmation hearing, at this point residents may voice any objections to the project.

IV. Review of construction details
D. Mains goes over the construction plans. Residents are provided with explanations on where the drainage structures will be installed. Alley aprons will be reconstructed and material currently in place will be used to replace the garage aprons. The alley will be pitched in a V shape to insure proper water drainage. Backyards elevation is not taken into consideration when designing the alley.
Contractors will work with homeowners to preserve existing trees and shrubs. Depending on the

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location of a tree or shrub, it may need to be removed. All this will be worked out between the homeowners and contractors.

V. Next steps
After Board votes to approve this alley, it will be taken to City Council for approval. Resolution will be introduced and presented to City Council for approval.

VI. Review of detailed engineering plans
Property owners were able to review the engineering plans and ask questions to staff.

VII. Question and answer

VIII. Board Vote
M. Lyons made a motions to proceeded with recommendations to City Council
J. Maiworm seconds the motion. All in favor.

IX. Adjournment
Motion made to adjourn. All in favor.
MEETING NOTES
Board of Local Improvements
Public Hearing - Special Assessment 1522
Alley North of Simpson St., East of U.P Right of Way
Tuesday March 14, 2017, 7:00 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge, Room #2402

Members Present:  David D. Stoneback, Martin Lyons, Lara Biggs, James Maiworm, Robert Bauer
Members Absent: Rodney Greene
Staff Present: Dan Manis, Paulina Albazi
Presiding Member: David D. Stoneback

I. Background on the special assessment alley paving process
D. Mains, Senior Project Manager, provided the present property owners with a brief background on
the special assessment process which is dictated by State laws that have been in place for over 100
years. The City covers 50% of cost and resident pays 50% through special assessment. Homeowners
have two options of paying: Option 1) pay special assessment in full or 2) pay over 10 years with 3%
simple interest rate based on the 2016 treasury yield. Kathy Brown in the City’s Accounting Division
handles the invoices for Special Assessment.

II. Review of assessment method and costs
The cost method used was the unit method.
The City has a financial assistance program through CDBG grant funds. Homeowners may apply if
they qualify. This alley will be bid with other alleys that will be constructed this year which could result
in a lower cost.

III. Explanation of the legal and financial aspects of assessments
After final cost is determined, the City’s Legal staff will take to court to get special assessment added
to individual property assessments. After this, all property owners will be notified of the confirmation
hearing, at this point residents may voice any objections to the project.

IV. Review of construction details
D. Mains goes over the construction plans. Residents are provided with explanations on where the
drainage structures will be installed. Alley aprons will be reconstructed and material currently in place
will be used to replace the garage aprons. The alley will be pitched in a V shape to insure proper
water drainage. Backyards elevation is not taken into consideration when designing the alley.
Contractors will work with homeowners to preserve existing trees and shrubs. Depending on the

Information about the BLI Committee is available at: www.cityofevanston.org. Questions can be directed to Paulina Albazi at 847-866-2950.
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communications access assistance should contact the Facilities Management Office at 847-866-2916 (Voice) or 847-448-8064 (TTY).
location of a tree or shrub, it may need to be removed. All this will be worked out between the homeowners and contractors.

V. Next steps
After Board votes to approve this alley, it will be taken to City Council for approval. Resolution will be introduced and presented to City Council for approval.

VI. Review of detailed engineering plans
Property owners were able to review the engineering plans and ask questions to staff.

VII. Question and answer
Staff addressed questions the residents had regarding the interest rate yield, garage aprons and school reform tax.

VIII. Board Vote
M. Lyons made a motions to proceeded with recommendations to City Council.
J. Maiworm seconds the motion. All in favor.

IX. Adjournment
Motion made to adjourn. All in favor.
MEETING NOTES
Board of Local Improvements
Tuesday April 11, 2017
2:00 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge, Room #2402

Members Present:  David D. Stoneback, Lara Biggs, James Maiworm, Robert Bauer
Members Absent:   Rodney Greene, Martin Lyons
Staff Present:    Mario Treto, Dan Manis, Jennifer Levi
Presiding Member: David D. Stoneback

I.  Call to Order / Declaration of Quorum
D. Stoneback called the meeting to order.

II. Approval of Meeting Minutes:
a. Regular Meeting – March 14, 2017
L. Biggs made a motion to approve minutes from January.
J. Maiworm seconded the motion. All in favor.

III. Public Comment
No public present for comment

IV. Alley Projects Update
D. Manis provided the board with an update on the status of completed and ongoing alley projects.
Changes have been made to the cost of the 2017 alleys with except of alley #17. Alley #14 cost went
down $7,000 based on comments received at public hearing. Triangular piece of alley was removed
and there will be a reduction in the sewer funding. Alley #15, the CDBG alley also had a decrease in
cost by $9,000. Alley #16, engineer cost estimate based on modifications previously discussed. This
is a $1,000 increase from the budgetary cost estimate. Staff is proposing for the CDBG alley to be
constructed as permeable.

V. Alley Project Budget Summary
D. Manis provided the board with an update. Modifications were made based on feedback from last
month’s meeting. Prices for 2017 alleys have been updated.

Information about the BLI Committee is available at: www.cityofevanston.org. Questions can be directed to Paulina Albazi at 847-866-2950.

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communications access assistance should contact the Facilities Management Office at 847-866-2916 (Voice) or 847-448-8064 (TTY).
VI. New Business
   a. Review of Plan and Estimate
      i. CDBG Alley North of Brummel, East of Elmwood
         D. Manis presented to the board the plans and cost estimates of the alley north of
         Brummel, east of Elmwood. The infiltration testing will be taking place next week but based
         on the alleys proximity to Ridge Ave., this maybe a suitable alley for permeable pavement.
      ii. Garnett Place Alley
         D. Manis presented to the board the plans and cost estimates for the Garnett Place Alley.
         Staff has met with adjacent property owners to go over any of their concerns. This will be a
         restricted, permit parking lot that will be open to the public. Curbing will be installed on both
         sides to collect the water. Sewer operations survey did not find any sewers at this location.
    VII. Old Business
         Since last meeting, the interest rate for special assessments for 2017 has been established. It will be
         3% based on the US Treasury.
   X. Roundtable Discussion
      No roundtable discussion.
   XI. Adjournment
      L. Biggs made a motion to adjourn.
      J. Maiworm seconded the motion. All in favor.

NEXT MEETING – May 09, 2017
### Board of Local Improvements
#### Alley Projects Summary

Total 2016 Budget: $1,080,000
- 2015 GO Bonds: $250,000
- New GO Bonds: $250,000
- Garnett Place: $100,000 *(Parking Fund)*
- Special Assessment: $100,000 *(for Garnett Place)*
- CDBG: $380,000

**2016 Alleys - CIP**

<table>
<thead>
<tr>
<th>No.</th>
<th>S.A.</th>
<th>Location</th>
<th>Contracted Cost</th>
<th>Status</th>
<th>Accepted by BLI</th>
<th>Public Hearing</th>
<th>Ward</th>
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<tr>
<td>9</td>
<td>1518</td>
<td>North of Reba Place, East of Ridge Avenue</td>
<td>$215,718</td>
<td>Final inspection May 8, final payment pending</td>
<td>11/9/2015</td>
<td>6/2/2016</td>
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<tr>
<td>10</td>
<td>1519</td>
<td>North of Greenwood St, East of Darrow Avenue</td>
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<td>Final inspection May 8, final payment pending</td>
<td>1/11/2016</td>
<td>5/31/2016</td>
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<td>11a</td>
<td>1520</td>
<td>North of Greenwood St, East of Dodge Avenue</td>
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Sub-Total (2016 CIP Alleys): $1,031,874

**2016 Alleys - CDBG**

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<th>S.A.</th>
<th>Location</th>
<th>Contracted Cost</th>
<th>Status</th>
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Sub-Total (2016 CDBG Alleys): $200,000
## Board of Local Improvements

### Alley Projects Summary

- **Total 2017 Budget:** $1,266,000
- **2017 GO Bonds:** $250,000
- **Special Assessment:** $250,000
- **CDBG:** $280,000
- **Sewer Fund:** $150,000
- **PUD:** $36,000
- **Parking Fund:** $300,000 *(Garnett Place)*

### 2017 Alleys - Special Assessment

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<th>Location</th>
<th>Estimated Cost</th>
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<th>Ward</th>
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<td>1/11/2016</td>
<td>3/14/2017</td>
<td>8</td>
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<tr>
<td>14</td>
<td>1522</td>
<td>North of Simpson Street, East of RR ROW</td>
<td>$239,000</td>
<td>Ordinance, Court Hearing, Bid Complete</td>
<td>2/9/2016</td>
<td>3/14/2017</td>
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Sub-Total (2017 CIP Alleys): $532,000

### 2017 Alleys - CDBG

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<th>Public Hearing</th>
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<td>15</td>
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<td>North of Brummel St, East of Elmwood Ave</td>
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<td>Bid Opening Complete</td>
<td>&lt;&lt;CDBG Alley&gt;&gt;</td>
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Sub-Total (2017 CDBG Alleys): $237,000

### 2017 Alleys - Other

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<th>Public Hearing</th>
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<td>16</td>
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<td>17</td>
<td>N/A</td>
<td>North of Grove Street, East of Chicago Avenue</td>
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<td>2014 PUD Ordinance</td>
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Sub-Total (2017 Other Alleys): $276,000
### Funding Contingent 2018 Alleys - CIP

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<th>Public Hearing</th>
<th>Ward</th>
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<tr>
<td>18</td>
<td>-</td>
<td>North of Payne Street, East of McDaniel Avenue</td>
<td>$497,000</td>
<td>Survey Complete, Design Pending</td>
<td>3/8/2016</td>
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Sub-Total (2018 CIP Alleys): $497,000

### Funding Contingent 2019 Alleys - CIP

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<td>North of Leonard Place East of Bryant Avenue</td>
<td>$328,000</td>
<td>Survey &amp; Design Pending</td>
<td>6/14/2016</td>
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Sub-Total (2019 CIP Alleys): $328,000

### Funding Contingent 2020 Alleys - CIP

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<th>No.</th>
<th>S.A.</th>
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<td>Survey &amp; Design Pending</td>
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Sub-Total (2020 CIP Alleys): $658,000

### Potential Alley Paving

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<th>No.</th>
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<th>Estimated Cost</th>
<th>Petition Status</th>
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<< NO ACTIVE PETITIONS >>
### 2016 Alley Paving Project

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<th>Total</th>
<th>GO</th>
<th>SA</th>
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<td>9</td>
<td>1518</td>
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**Awarded Totals (A)**

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<th>Total</th>
<th>GO</th>
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<td><strong>Awarded Cost</strong></td>
<td>$1,231,874</td>
<td>$475,850</td>
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### Pre-Final Construction Cost

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<tr>
<td>9</td>
<td>1518</td>
<td>North of Reba Place, East of Ridge Avenue</td>
<td>$200,000</td>
<td>$171,392</td>
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<td>$0</td>
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**Pre-Final Totals (B)**

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<th>Sewer</th>
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**Surplus (A-B)**

$111,874

#### 2017 Alleys

### Estimated Construction Cost

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<th>CDBG</th>
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<th>Parking</th>
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<tr>
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<td>1521</td>
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<td>$293,000</td>
<td>$116,000</td>
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<td>$0</td>
<td>$237,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>15</td>
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<tr>
<td>16</td>
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<td>$0</td>
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<td>$36,000</td>
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<tr>
<td>17</td>
<td>1522</td>
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<td>$82,000</td>
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**Totals**

$1,080,000

**2017 Budget**

$1,266,000

**Surplus**

$186,000