

**Administration and Public Works Committee Meeting
Minutes of January 22, 2018
James C. Lytle Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center**

MEMBERS PRESENT: A. Rainey, T. Suffredin, R. Simmons, C. Fleming

MEMBERS ABSENT: P. Braithwaite

STAFF PRESENT: W. Bobkiewicz, A. King, G. Farrar, E. Storlie, D. Stoneback,
L. Biggs, M. Hernandez, S. Flax, L. Hemingway, DC Barnes,
T. Nunez, S. Levine, P. Polinski

PRESIDING OFFICIAL: Ald. Rainey

I. DECLARATION OF A QUORUM: ALDERMAN RAINEY, CHAIR
A quorum being present, Ald. Rainey called the meeting to order at 6:04p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 8, 2018
Ald. Fleming moved to accept the Minutes of January 8, 2018 A&PW meeting as submitted, seconded by Ald. Rue Simmons.

The Minutes of the January 8, 2018 A&PW meeting were approved unanimously 4-0.

III. ITEMS FOR CONSIDERATION

(A1) Payroll – December 25, 2017 through January 07, 2018 \$ 2,948,470.31

(A2) Bills List – January 23, 2018
FY: 2017 \$ 2,084,030.72
FY: 2018 \$ 616,587.34

For Action

Ald. Suffredin moved to recommend approval of the City of Evanston Payroll December 25, 2017 through January 07, 2018 in the amount of \$2,948,470, FY 2017 Bills List dated January 23, 2018 in the amount of \$2,084,030.72 and FY 2018 Bills List dated January 23, 2018 in the amount of \$616,587.34, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to approve the payrolls and bills.

(A3.1) Contract for Asbestos Abatement at 721-723 Howard Street with Cove Remediation, LLC

Staff recommends City Council authorize the City Manager to execute a contract for the Asbestos Abatement at 721-723 Howard Street (Bid 18-05) with Cove Remediation, LLC (5316 W. 12th Street, Alsip, IL), in the amount of \$38,000.

Funding will be provided from the Howard Ridge TIF (Account 415.40.4218.65515-617016), which has \$1,730,000 budgeted for the Howard Street Theatre Improvement project.

For Action

Ald. Suffredin moved to recommend City Council authorize the City Manager to execute a contract for the Asbestos Abatement at 721-723 Howard Street (Bid 18-05) with Cove Remediation, LLC (in the amount of \$38,000, seconded by Ald. Fleming.

At Ald. Suffredin's inquiry, Bureau Chief Lara Biggs explained that this is a City-owned building and asbestos must be remediated prior to any use by a tenant. The asbestos was discovered in late October/early November. This request is not a change order. The opening bid for the first construction contract will happen later in the week and this will be included in the construction cost estimate.

After discussion, the Committee voted unanimously 4-0 to approve the contract.

(A3.2) Change Order No. 1 to the Architectural/Engineering Services for the Gibbs Morrison Site Improvement Project with Teska Associates, Inc.

Staff recommends that City Council authorize the City Manager to execute Change Order No. 1 with Teska Associates, Inc. (627 Grove Street, Evanston, Illinois) for Architectural/Engineering Services for the Gibbs Morrison Site Improvement Project (RFP 16-04) in the amount of \$3,640.00. This change order increases the contract amount from \$77,641.00 to \$81,281.00 and extends the contract deadline by 457 days, from June 30, 2017 to September 30, 2018. Funding for this change order is from the Capital Improvement Fund 2017 General Obligation Bonds, which has remaining balance of \$49,505 budgeted for this project.

For Action

Ald. Rue Simmons moved to recommend City Council authorize the City Manager to execute Change Order No. 1 with Teska Associates, Inc. for Architectural/Engineering Services for the Gibbs Morrison Site Improvement Project (RFP 16-04) in the amount of \$3,640.00 increasing the contract amount from \$77,641.00 to \$81,281.00 and extends the contract deadline by 457 days, from June 30, 2017 to September 30, 2018, seconded by Ald. Fleming.

At Ald. Fleming's inquiry, Bureau Chief Biggs explained that the project is anticipated to be complete in the spring. The paver block and landscaping cannot be completed until the weather breaks.

The Committee voted unanimously 4-0 to approve the change order.

(A3.3) Change Order No. 1 to the Engineering Services Contract for the Fountain Square Renovation Project with Christopher B. Burke Engineering, Ltd.

Staff recommends City Council authorize the City Manager to approve Change Order No. 1 to the existing engineering services contract for the Fountain Square Renovation Project (RFP 15-68) with Christopher B. Burke Engineering, Ltd

(9575 W. Higgins Road, Suite 600, Rosemont, IL 60018), in the amount of \$197,906.79. This will modify the existing agreement amount from \$747,531.89 to \$945,438.68 and extend the contract deadline from June 30, 2018 to September 30, 2018. Funding is available from the Washington National TIF. Additional details can be found in the corresponding transmittal memorandum.

For Action

Ald. Rainey moved to recommend City Council authorize the City Manager to approve Change Order No. 1 to the existing engineering services contract for the Fountain Square Renovation Project (RFP 15-68) with Christopher B. Burke Engineering, Ltd. in the amount of \$197,906.79 modifying the existing agreement amount from \$747,531.89 to \$945,438.68 and extending the contract deadline from June 30, 2018 to September 30, 2018, seconded by Ald. Fleming.

At Ald. Suffredin's inquiry, Bureau Chief Biggs explained that we have had issues with the contractor completing work on time and have issue contract extensions in the past. The City needs to maintain full-time construction observation. She noted that liquidated damages will cover approximately \$64,000 of the change order amount.

Christopher B. Burke still needs to complete the project closeout and assistance with the computer programming of the fountain. She noted that the construction cost is currently under budget. The fountain is projected to be done and usable by May 1, 2018. She will provide an update in April.

After discussion, the Committee voted 3-1 with Ald. Suffredin voting no to approve the change order.

(A3.4) Renewal of Single Source Service Agreement with Motorola, Inc. for the 911 Center

Staff from the Police Department recommend City Council authorize the City Manager to approve the renewal of the annual single source Service Agreement with Motorola, Inc. (1309 East Algonquin Road., Schaumburg, IL 60196) for the amount of \$84,740.56. The Agreement is effective from January 1, 2018 through December 31, 2018. Funding will be provided by the Emergency Telephone System account 205.22.5150.62509 (Service Agreements & Contracts) with a Budget of \$87,000.00.

For Action

Ald. Fleming moved to recommend City Council authorize the City Manager to approve the renewal of the annual single source Service Agreement with Motorola, Inc. for the amount of \$84,740.56 effective from January 1, 2018 through December 31, 2018, seconded by Ald. Rue Simmons.

The Committee voted 4-0 to approve the renewal agreement.

(A3.5) Twelve Month Divvy Contract Extension with Motivate International Inc.

Staff recommends that the City Council authorize the City Manager to execute a 12 month extension with Motivate International Inc. ("Motivate") to continue to

operate the Divvy bicycle sharing system in Evanston. This is a partial extension of one of two 5 year extensions contemplated in the Operator Agreement between the City and Motivate (attached to this memorandum). The 12 month extension will provide additional time for Motivate and the City to build Evanston-based ridership, complete potential station relocations, and better support this mode of transportation. The adopted FY 2018 budget included \$304,000 for Divvy (Account: 505.19.7005.62603).

For Action

Ald. Rue Simmons moved to recommend City Council authorize the City Manager to execute a 12 month extension with Motivate International Inc. (“Motivate”) to continue to operate the Divvy bicycle sharing system in Evanston, seconded by Ald. Fleming.

Alds. Fleming and Rue Simmons expressed concerns about the costs to operate Divvy and user activity. Community Development Director Johanna Leonard explained that the City needs a year to monitor ridership. We are working with Divvy to look at some station relocations and also gather feedback from businesses and patterns of use.

At Ald. Suffredin’s inquiry, Community Development Director Leonard will look into the possibility of adding service to the 6th ward with news of the Divvy cancellation in Oak Park.

At Ald. Fleming’s inquiry, Community Development Director Leonard explained that she is hoping for more ridership through Divvy. Dockless bikes are an option, but needs more review due to safety issues for the rider and how to properly dock the bike. Those issues are being worked through in other communities before they come here.

The Committee voted unanimously 4-0 to approve the extension.

(A3.6) Use of Local Employment Program Penalty Fees – Evanston Firefighter Application Fees

Staff and the Minority, Women & Evanston Based Enterprise Development Committee recommend that City Council approve spending Local Employment Program penalties for workforce development by financing the application and Candidate Physical Ability Test fees for local Evanston firefighter applicants.

For Action

Ald. Rainey moved to recommend City Council approve spending Local Employment Program penalties for workforce development by financing the application and Candidate Physical Ability Test fees for local Evanston firefighter applicants, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to approve the financing.

(A4) Resolution 3-R-18, Authorizing Payments Relating to the FY 2018 Capital Improvement Plan Projects be Reimbursed by the Subsequent 2018 General Obligation Bond Issuance

Staff recommends City Council adoption of Resolution 3-R-18, authorizing payments relating to FY 2018 Capital Improvement Plan project expenditures up to \$20,777,000 be reimbursed by the subsequent 2018 General Obligation bond issuance.

For Action

Ald. Fleming moved to recommend City Council adoption of Resolution 3-R-18, authorizing payments relating to FY 2018 Capital Improvement Plan project expenditures up to \$20,777,000 be reimbursed by the subsequent 2018 General Obligation bond issuance, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to adopt the resolution.

(A5) Resolution 5-R-18, Agreement with the Cook County Assessor's Office for Access to a Geographic Information System

Staff recommends City Council adoption of Resolution 5-R-18, authorizing the City Manager to sign an agreement with the Cook County Assessor's Office (Assessor) for access to Geographic Information System (GIS) data. Information Technology receives an annual update of the Assessor's database which is used to augment the City's GIS database.

For Action

Ald. Suffredin moved to recommend City Council adoption of Resolution 5-R-18, authorizing the City Manager to sign an agreement with the Cook County Assessor's Office (Assessor) for access to Geographic Information System (GIS) data. Information Technology receives an annual update of the Assessor's database which is used to augment the City's GIS database, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to adopt the resolution.

(A6) Resolution 4-R-18, Approval and Execution of the First Addendum to the Water Supply Agreement with Morton Grove-Niles Water Commission

Staff recommends City Council adoption of Resolution 4-R-18, authorizing the approval and execution of the first addendum to the water supply agreement between the City of Evanston and the Morton Grove-Niles Water Commission. The addendum memorializes the relevant changes in status/contract assignment, and confirms that the water commission assumes the same contractual obligations owed to the City under the 2017 water supply agreement.

For Action

Ald. Suffredin moved recommend City Council adoption of Resolution 4-R-18, authorizing the approval and execution of the first addendum to the water supply agreement between the City of Evanston and the Morton Grove-Niles Water Commission which memorializes the relevant changes in status/contract assignment, and confirms that the water commission assumes the same contractual obligations owed to the City under the 2017 water supply agreement, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to adopt the ordinance.

(A7) Ordinance 6-O-18, Real Estate Contract for the Sale of Certain City-Owned Real Property at 623-627 ½ Howard Street to Little Piggy, LLC

Staff recommends City Council adoption of Ordinance 6-O-18, authorizing the City Manager to enter into a real estate contract for the sale of certain City-owned real property located at 623-627½ Howard Street to Little Piggy, LLC. A two-thirds majority of City Council is required to adopt Ordinance 6-O-18. *Alderman Rainey recommends suspension of the rules for Introduction and Action at the January 22, 2018 City Council meeting.*

For Introduction and Action

Ald. Rue Simmons moved to suspend the rules and recommend City Council adopt Ordinance 6-O-18, authorizing the City Manager to enter into a real estate contract for the sale of certain City-owned real property located at 623-627½ Howard Street to Little Piggy, LLC, seconded by Ald. Fleming.

Ald. Fleming noted that this purchase includes \$200,000 in City assistance being reimbursed.

The Committee voted unanimously 4-0 to suspend the rules and adopt the ordinance.

IV. ITEMS FOR DISCUSSION

(APW1)Ridge Avenue Corridor – Church Street to Howard Street

Staff will present and discuss traffic issues occurring in the Ridge Avenue corridor as well as options for consideration.

For Discussion

PUBLIC COMMENT

Dan Joseph, 1510 Greenwood, explained that as a former bus driver the lanes on Ridge are too narrow to accommodate 4 lanes. Chicago has 2 lanes on Ridge south of Howard. He suggested reducing Ridge to one twelve foot lane with one turn lane in the middle. He also asked for crash data on Ridge from Devon to Howard.

Bureau Chief Lara Biggs discussed the background, issues and accident history of the Ridge corridor. She expects to continue to see high traffic from the Sheridan Road traffic. The actions taken between 2016 and 2017 were outlined. The non-traffic related options presented were: a) Reduce the speed limit to 25 mph; b) Continue speed enforcement; c) Install speed cameras (She noted there may be state restrictions on speed cameras); d) Trim trees at traffic signals.

The traffic signal related options include: a) split-phase lights at Ridge/Lake and Ridge/Greenleaf that could be done in-house by City staff for \$10,000 per intersection as a short-term pilot; b) Hire a consultant to perform additional analysis at a cost of up to \$100,000.

At Ald. Suffredin's inquiry, Bureau Chief Biggs will look into the option of creating three twelve foot lanes with a reversible lane.

At Ald. Rainey's inquiry, Bureau Chief Biggs noted that she has no recent conversations with the Preservation Commission about mast-arm signals. She explained that the Illinois Department of Transportation estimates a 25% reduction in accidents is probable.

Ald. Fleming expressed support of mast-arm signals. She asked for the impact of split-phase lights to determine the negative and positive implications.

Bureau Chief Biggs will come back to full Council with specific recommendations in February.

(APW2)2017 Sidewalk Complaints

Staff recommends that City Council review the analysis of the sidewalk complaints received by the City's 311 department in 2017 and request direction.

For Discussion

Acting Chief Financial Officer Ashley King presented the sidewalk complaint analysis for 2017. Ald. Fleming asked staff to return to Committee with the status of all the requests (sidewalk patched, gave information on 50/50 sidewalk program, etc).

(APW3)Pilot Landlord Rehabilitation Assistance Program

At its meeting on January 8, 2018, the Administrative and Public Works Committee instructed staff to develop a pilot rehabilitation assistance program for local landlords who currently provide rental units at affordable rates but need funds to improve their properties. Staff seeks feedback and direction from the Committee on the proposed program.

For Discussion

PUBLIC COMMENT

Tina Paden owns 15 affordable units with 53 occupants. Her units need roofs and windows. Her last property tax installment was \$8,000 and she could use some assistance to make repairs.

Ald. Rue Simmons would like to create an income qualifying model similar to the Economic Development Committee's Storefront Modernization Program.

Ald. Rainey recommended referring this item to the January 29, 2018 Affordable Housing meeting.

Ald. Fleming would like to extend the loan forgiveness to more than the 5 years indicated in the proposal.

(APW4)Steps Toward Homeownership: History of City of Evanston Homeownership Programs

Staff outlines the City of Evanston's support for homeownership in past years to provide context as City Council considers potential strategies to expand homeownership for moderate and middle income households.

For Discussion

Ald. Rainey recommended referring this item to the January 29, 2018 Affordable Housing meeting.

V. COMMUNICATIONS

VI. ADJOURNMENT

Ald. Rue Simmons moved to adjourn the meeting, seconded by Ald. Fleming. The meeting adjourned at 7:21pm.