



ADMINISTRATION & PUBLIC WORKS COMMITTEE

Monday, March 12, 2018

6:00 p.m.

**Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
James C. Lytle Council Chambers**

AGENDA

- I. DECLARATION OF A QUORUM: ALDERMAN RAINEY, CHAIR**
- II. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 26, 2018**
- III. ITEMS FOR CONSIDERATION**

(A1) Payroll – February 5, 2018 through February 18, 2018 \$ 3,309,410.71

(A2.1) Bills List – March 13, 2018 \$ 2,946,656.87

Credit Card Activity (not including Amazon purchases) –
Period Ending January 31, 2018

Bank of America	\$ 154,726.19
BMO	\$ 3,642.38

For Action

(A2.2) Amazon Credit Card Activity – Ending January 31, 2018 \$ 12,469.91

For Action

(A3.1) Pilot Landlord Rehabilitation Assistance Program

Staff presents for City Council's consideration a Pilot Landlord Rehabilitation Assistance Program to support improvements and repairs for rental units that are committed to be rented to households earning 60% of AMI. The proposed program budget is \$200,000 for the 2018 fiscal year and will be provided from the Affordable Housing Fund. Funding will be from the Affordable Housing Fund (Account 250.21.5465.65535). The Affordable Housing Fund has a current uncommitted cash balance of approximately \$800,000.

For Action

(A3.2) Sidewalk Café Application for Pono Ono Poke at 1630 Chicago Avenue

Staff recommends City Council approval of first-time application for a sidewalk café permit for Pono Ono Poke, a Type 2 restaurant located at 1630 Chicago Avenue. The sidewalk café will consist of three tables with four seats each for a seating capacity of 12. The café will operate 11:00 a.m. – 10:00 p.m. daily.

For Action

(A3.3) Sole Source Purchase of Cisco Systems Network Switches

Staff recommends City Council authorize the City Manager to purchase Cisco Systems Network Switches from Sentinel Technologies, Inc. (2550 Warrenville Road, Downers Grove, IL 60515). The cost of the hardware, software, and support/maintenance is \$304,029. The cost will be paid over three years. Year 1 cost is \$101,343, Year 2 cost is \$101,343, and Year 3 cost is \$101,343. The three-year payment plan is facilitated by Cisco Systems Capital Corporation (De Lage Landen Public Finance, LLC). The funding for this project will derive from the Capital Improvements Program 2017 General Obligation Bonds (Account 415.40.4117.65515 - 117003) which has a budget of \$125,000 and has a current balance of \$107,341.98. Year two and year three payments will use future CIP funds for this purpose.

For Action

(A3.4) 2018 Special Events Calendar

Staff recommends approval of the 2018 calendar of special events, contingent upon compliance of all requirements as set forth by the Special Event Policy & Guidelines. This year's calendar includes four new events: a marshmallow drop at James Park, the Evanston Green Ball at the Ladd Arboretum, a two date concert series at Canal Shores and a two date block party on Dempster, between Chicago and Hinman. Lakefront park events of 100 participants or more and non-lakefront park events of 250 participants or more were approved at the Human Services Committee meeting on March 5, 2018. Non-park events with 250 participants or more and/or requiring a street closure, (with exception of block parties) require Administration and Public Works Committee. Costs for city services provided for events require a 100% reimbursement from the sponsoring organization or event coordinator. These fees are waived for City events and City co-sponsored events.

For Action

(A3.5) One-Year Contract Extension with J.A. Johnson Paving Company for Pavement Patching

Staff recommends that City Council authorize the City Manager to execute a one year contract extension for pavement patching with J.A. Johnson Paving Company (1025 E. Addison Ct., Arlington Heights, IL) in the amount of \$600,000.00. This contract award is part of a bid let by the Municipal Partnering Initiative (MPI). Funding for this service will be from the Capital Improvement Fund (Account 415.40.4118.65515 - 418017) which has \$600,000 budgeted for the supplemental patching program in 2018.

For Action

(A3.6) One-Year Single Source Contract for Purchase of Concrete from Ozinga Ready Mix Concrete Inc.

Staff recommends the City Council authorize the City Manager to execute a one year single source contract for the purchase of concrete and flowable fill with Ozinga Ready Mix Concrete Inc. (2222 South Lumber Street, Chicago, IL) in the amount of \$42,500. Funding for the purchase of the concrete will be from the General Fund in the amount of \$20,000, the Water Fund in the amount of \$14,900 and the Sewer Fund in the amount of \$7,600. The specific accounts and unencumbered account balances are shown in the transmittal memorandum.

For Action

(A3.7) One-Year Single Source Contract for Purchase of Hot Mix Asphalt from Builders Asphalt

Staff recommends that City Council authorize the City Manager to execute a one-year single source contract for the purchase of Hot Mix Asphalt with Builders Asphalt (4413 Roosevelt Road Suite 108, Hillside, IL 60162) in the amount of \$43,300. Funding for this purchase will be from the General Fund in the amount of \$33,300, the Water Fund in the amount of \$7,600 and the Sewer Fund in the amount of \$2,400. The specific accounts and unencumbered account balances are shown in the transmittal memorandum.

For Action

(A3.8) Contract with Landscape Concepts Management, Inc. for the 2018 Green Bay Road Landscape Maintenance

Staff recommends City Council authorize the City Manager to execute a contract for the 2018 Green Bay Road Landscape Maintenance contract to the low bidder, Landscape Concepts Management, Inc., (31745 Alleghany Rd., Grayslake, IL, 60030) in the amount of \$27,744.00. Funding for this project is included in the proposed FY 2018 General Fund budget (Account 100.40.4330.62195), which has a total allocation of \$142,000.00. The remaining budget in this account is \$142,000.

For Action

(A3.9) Contract Renewal for Mowing Services with Cleanslate Chicago, LLC

Staff recommends City Council authorize the City Manager to execute a renewal contract award for the 2018 Mowing Services to the low bidder, Cleanslate Chicago, LLC (1540 South Ashland, Chicago, IL), in the amount of \$28,875.00. Funding for this project is included in the proposed FY 2018 General Fund budget (Account 100.40.4330.62195), which has a total allocation of \$142,000.00. The remaining budget in this account is \$142,000.

For Action

(A3.10) Fourth Quarter Financial Report for Fiscal Year 2017

Staff recommends City Council accept and place the Fourth Quarter Financial Report for FY 2017 on file.

For Action: Accept and Place on File

(A4) Resolution 16-R-18, Increasing the Total Fiscal Year 2017 Budget by \$1,100,000 to a New Total of \$324,842,986

Staff recommends that the City Council adopt Resolution 16-R-18, amending the 2017 Budget by \$1,110,000 to a new total of \$324,842,986.

For Action

(A5) Resolution 11-R-18, Motor Fuel Tax Funds Use for Roadway Resurfacing Project

Staff recommends City Council adoption of Resolution 11-R-18 authorizing the City Manager to sign an Illinois Department of Transportation Resolution for Improvement by Municipality under the Illinois Highway Code for Improvements to Various Evanston Streets. This will allow the use of Motor Fuel Tax (MFT) Funds in the amount of \$1,200,000 for street resurfacing. Funding will be provided from the Motor Fuel Tax Fund (Fund 200), which has a total Budget of \$1,508,678, FY 2018 budget allocation of \$1,200,000 and charged to Account 415.40.4218.65515 – 418002.

For Action

Staff recommends City Council adoption of Resolutions 12-R-18, 14-R-18 & 15-R-18 authorizing the City Manager to sign a “Resolution for Maintenance of Streets and Highways” in order to transfer funds previously allocated from the Motor Fuel Tax (MFT) fund to the General Fund for the General Maintenance of Streets. Even though the City Council previously approved the use/transfer of these funds as part of the budget, the Resolutions need to be approved pursuant to State regulations. Resolution 12-R-18 refers to the transfer of \$833,000 in 2016; Resolution 14-R-18 refers to the transfer of \$957,990 in 2017; and Resolution 15-R-18 refers to the transfer of \$957,990 in 2018.

(A6) Resolution 12-R-18, 2016 Motor Fuel Tax Funds Transfer for General Maintenance of Streets

For Action

(A7) Resolution 14-R-18, 2017 Motor Fuel Tax Funds Transfer for General Maintenance of Streets

For Action

(A8) Resolution 15-R-18, 2018 Motor Fuel Tax Funds Transfer for General Maintenance of Streets

For Action

(A9) Ordinance 27-O-18, Lease of Room Space at the Lorraine H. Morton Civic Center to the League of Women Voters

Staff recommends City Council adopt Ordinance 27-O-18 which authorizes a 3-year renewal of a lease agreement between League of Women Voters and the City of Evanston. The lease will be from June 1, 2018 through May 31, 2021 for first floor space (Room 1030) at the Lorraine H. Morton Civic Center. The monthly rent will be \$240 with a 1% increase each year.

For Introduction

(A10) Ordinance 18-O-18, Amending City Code Section 1-17-1, Adding Subsection “Contractor Debarment, Suspension and Prohibited Contracts”

Staff recommends City council adopt Ordinance 18-O-18, amending City Code Section 1-17-1, by adding Subsection 1-17-1(E), “Contractor Debarment, Suspension, and Prohibited Contracts.” This Ordinance codifies a procedure to debar or suspend contractors for just cause. Debarred or suspended contractors may not bid, propose, be awarded to, or perform work on a contract with the City.

For Introduction

(A11) Ordinance 38-O-18 Amending City Code Section 3-17-9 Regarding Senior Citizen/Persons with Disabilities Taxicab Program

City staff recommends City Council adoption of Ordinance 38-O-18 which amends Title 3, Chapter 17-9 regarding Senior Citizen/Persons with Disabilities Taxicab Program. Amendment includes: an increase in the participant share from four dollars (\$4.00) to five dollars (\$5.00) and changing the boundaries of the program to within the corporate boundaries of Evanston. *Staff recommends suspension of the Rules for Introduction and Action at the March 12, 2018 City Council meeting.*

For Introduction and Action

(A12) Ordinance 36-O-18, Decreasing the Number of Class C-1 Liquor Licenses for La Macchina Café at 1620 Orrington Avenue

Staff recommends City Council adopt Ordinance 36-O-18, amending City Code Subsection 3-4-6-(C-1) to decrease the number of authorized Class C-1 liquor licenses from one (1) to zero (0). La Macchina Café requests a downgrade of its liquor license from Class C-1 to Class C.

For Introduction

(A13) Ordinance 37-O-18, Increasing the Number of Class C Liquor Licenses for La Macchina Café at 1620 Orrington Avenue

Staff recommends City Council adopt Ordinance 37-O-18, amending City Code Subsection 3-4-6-(C) to increase the number of authorized Class C liquor licenses from twenty-five (25) to twenty-six (26), and permit issuance of a Class C license to La Macchina Cafe, LLC, d/b/a La Macchina Café located at 1620 Orrington Avenue.

For Introduction

(A14) Ordinance 33-O-18, Amending City Code Section 3-4-6 By Creating the New Class F-2 Liquor License

Local Liquor Commissioner and staff recommend City Council adopt Ordinance 33-O-18, amending City Code Section 3-4-6 by creating the new Class F-2 Liquor License for a retail liquor dealer/gourmet food and amenity store. This ordinance is returning for consideration following its introduction and hold over to March 12th.

For Introduction

IV. ITEMS FOR DISCUSSION

(APW1)Sherman Plaza Parking Garage Rooftop Fence

At the February 12, 2018 City Council meeting Alderman Fiske requested that the topic of fencing for the rooftop of the Sherman Plaza Parking Garage be brought back for discussion.

For Discussion

V. COMMUNICATIONS

VI. ADJOURNMENT