

**Administration and Public Works Committee Meeting
Minutes of January 14, 2019
James C. Lytle Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center**

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

STAFF PRESENT: D. Stoneback, H. Desai, L. Biggs, W. Bobkiewicz, T. Nunez, S. Cary, E. Thomas-Smith, G. Gerdes, R. Dahal, S. Flax, Chief Cook, Chief Scott, P. Polinski, J. Leonard

PRESIDING OFFICIAL: Ald. Rue Simmons

I. DECLARATION OF A QUORUM: ALDERMAN RUE SIMMONS, CHAIR
A quorum being present, Ald. Rue Simmons called the meeting to order at 6:05p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 10, 2018
Ald. Braithwaite moved to accept the Minutes of December 10, 2018 A&PW meeting as submitted, seconded by Ald. Fleming.

The Minutes of the December 10, 2018 A&PW meeting were approved unanimously 5-0.

III. CONSENT CALENDAR

All matters listed under the Item III (3), Consent Calendar, are considered by the Committee to be routine and will be enacted in one motion without discussion. If discussion is desired, that item may be removed and considered separately.

(A1) Payroll – November 26, 2018 through December 9, 2018 \$ 2,848,105.59
Payroll – December 10, 2018 through December 23, 2018 \$ 2,820,497.88
For Action

(A5) Amendment to Consulting Contract with Christopher B. Burke Engineering, Ltd for Water Main Engineering Services on Sherman Avenue between Church Street and Davis Street

Staff recommends City Council authorize the City Manager to amend an existing engineering services contract for the Fountain Square Renovation Project (RFP No. 15-68) with Christopher B. Burke Engineering, Ltd (9575 W. Higgins Road, Suite 600, Rosemont, IL 60018), in the amount of \$16,618.45. This will modify the existing agreement amount from \$1,049,412.79 to \$1,066,031.24. Funding is available through the Water Fund Capital Improvement Program (Account No. 513.71.7330.62145.418028).

For Action

(A6) Change Order No. 1 to the Church Street Harbor Renovation Contract with Kovilic Construction Co.

Staff recommends the City Council authorize the City Manager to execute Change Order No. 1 to the Church Street Harbor Renovation contract (Bid No. 18-25) with Kovilic Construction Co. (3721 N. Carnation Street, Franklin Park, IL) in the amount of \$25,440.00 and providing a time extension of 140 days. This change order will increase the overall contract amount from \$891,000 to \$916,440 and will change the date of substantial completion from December 14, 2018 to April 30, 2019. Funding for the change order will be provided from the General Fund (Account 100.30.3065.65050 – 516002), which has a budget of \$36,000, all of which is remaining.

For Action

(A7) Change Order No. 3 for 2018 50/50 Sidewalk Replacement Project with Schroeder & Schroeder, Inc.

Staff recommends that City Council authorize the City Manager to execute Change Order No. 3 to the contract for the 2018 50/50 Sidewalk Replacement Project (Bid No. 18-14) with Schroeder & Schroeder Inc. (7306 Central Park Avenue, Skokie, IL 60076) in the amount of \$4,938.40. This change order will increase the final contract amount from \$237,877.00 to \$242,815.40. Funding will be provided from the Capital Improvement Program 2018 General Obligation Bonds (Account No. 415.40.4118.65515-418021) for Traffic Calming, Bicycle and Pedestrian Improvements. This line item has and FY 2018 budget of \$300,000 of which \$45,261.30 is remaining.

For Action

(A8) Change Order No. 1 to the Comprehensive Pavement Condition Evaluation and Right-of-Way Asset Management Agreement with Infrastructure Management Services L.L.C

Staff recommends City Council authorize the City Manager to approve Change Order No. 1 to the agreement with Infrastructure Management Services L.L.C (1775 Winnetka Circle, Rolling Meadows, IL 60008) that would extend the existing contract completion deadline from December 21, 2018 to February 28, 2019. There is no cost associated with this change order.

For Action

(A9) Contract with SAFEbuilt, Inc., for Supplemental Plan Review and Inspection Services

Staff recommends that the City Council authorize the City manager to enter into an agreement with SAFEbuilt, Inc. (3755 Precision Drive, Loveland, CO 80538) for Supplemental Plan Review and Inspection Services from April 1, 2019 – March 31, 2021 with three one-year options to renew. Funding will be from the Building Inspection Services – Plan Review Services Fund (Account 100.21.2126. 62464), with a FY19 budget of \$75,000. The hourly rate for building inspection services will increase from \$72.50 in 2018 to \$73, while the rate for building plan review services will decrease from \$84.75 in 2018 to \$74, with future annual increases based upon the Consumer Price Index.

For Action

(A10) Single-Source Renewal with Motorola, Inc. for 911 Services

Staff recommends City Council authorize the City Manager to approve a one-year, single-source renewal with Motorola, Inc. (1309 East Algonquin Road, Schaumburg, IL 60196) for services and maintenance at the E9-1-1 Center in the amount of \$80,262.91. Funding will be provided by the Emergency Telephone System Fund (Account 205.22.5150.62509) with a budget of \$89,000.00.

For Action

(A11) Funding Approval for the Demolition of the Abandoned Building at 1729 Dodge Ave, Evanston Provided by MBR Wrecking, Inc.

Staff is requesting the City Manager to approve funding for the demolition of a long and neglected property that was once located at 1729 Dodge Ave, Evanston. The demolition was completed by MBR Wrecking, Inc. on November 14, 2018 and cost \$28,691. Funds will be provided through the IL Vacant Expense Fund (Account 100.24.2435.62469), with grants provided by the Abandoned Residential Property Municipality Relief Grant from the Illinois Housing Development Authority.

For Action

(A12) Resolution 4-R-19, Adopting an Amended City of Evanston Sexual Harassment Policy

Staff recommends that City Council adopt Resolution 4-R-19, adopting an amended City of Evanston Sexual Harassment Policy that conforms to Public Act 100-1066, which expanded the time to file charges for discrimination with the Illinois Department of Human Rights from 180 days to 300 days.

For Action

(A13) Resolution 1-R-19, Authorizing the City Manager to Negotiate and Execute a Temporary Construction Easement Agreement with Fifth Third Bank for the Main Street Corridor Improvement Project

Staff recommends adoption of Resolution 1-R-19 authorizing the City Manager to negotiate and execute a temporary construction easement agreement with Fifth Third Bank, for access drive improvements, sidewalk work and related roadway work on private property as part of the Main Street Corridor Improvement Project.

For Action

(A14) Resolution 5-R-19, Authorizing the City Manager to Negotiate and Execute a Temporary Construction Easement Agreement with Kap-Sum Properties, L.L.C. for the Main Street Corridor Improvement Project

Staff recommends adoption of Resolution 5-R-19 authorizing the City Manager to negotiate and execute a temporary construction easement agreement with Kap-Sum Properties, L.L.C., for access drive improvements, sidewalk work and related roadway work on private property as part of the Main Street Corridor Improvement Project.

For Action

(A15) Ordinance 163-O-18, Amending Portions of City Code Section 10-11-7(A), “Passenger Loading Zones” to Amend the Loading Zone on Simpson Street

The Transportation/Parking Committee recommends City Council adopt Ordinance 163-O-18, amending portions of City Code Section 10-11-7(A), “Passenger Loading Zones” to amend the loading zone on Simpson Street.

PUBLIC COMMENT

James Engelman supports the loading zones on Simpson Street.

For Action

Ald. Braithwaite moved to recommend City Council approval of the consent agenda, seconded by Ald. Fleming.

The Committee voted unanimously 5-0 to approve the consent agenda.

IV. ITEMS FOR CONSIDERATION

(A2) Bills List – January 15, 2019 FY18	\$ 7,148,620.89
Bills List – January 15, 2019 FY19	\$ 68,935.46

BMO Credit Card Activity – Period Ending September 26, 2018 (without Amazon)	\$ 183,655.02
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For Action

Ald. Fleming moved to recommend City Council approval of the Bills List through January 15, 2019 for FY 18 in the amount of \$7,148,620.89, Bills List through January 15, 2019 for FY 19 in the amount of \$68,935.46 and BMO Credit Card Activity for the period ending September 26, 2018 (without Amazon) in the amount of \$183,655.02, seconded by Ald. Rainey.

Ald. Fleming would like additional information on exercising the option to seize a vehicle and sell it for a traffic violation. She does not want to financially penalize people for minor infractions. Ald. Rue Simmons asked about the standards for determining if a vehicle should be seized. Ald. Rainey asked about flexibility in those determinations. Assistant City Attorney Mario Treto explained that the statute is permissive. He will look into the historical and future goals of vehicle seizures and bring additional information to a future meeting.

At Ald. Braithwaite’s inquiry about the cost of the bike racks on tonight’s bills list, Public Works Agency Director David Stoneback explained that the \$81.60 charge was a final part delivered late in the original order to replenish our stock. The original invoice was \$8,104.10. He noted that the purchase was made because all bike rack stock has been deployed around the City.

At Ald. Fleming's inquiry, City Manager Wally Bobkiewicz explained that the City contracts the Cultural Arts consultant to book the entertainment for the Starlight Concert Series citywide. It is a more efficient practice because she is knowledgeable about local bands, schedules and logistics.

At Ald. Rainey's inquiry, City Manager Bobkiewicz explained that he does not have any information on the grant writing services contracted by the City Clerk. He will ask for a report from the Clerk detailing grants submitted and grants received.

The Committee voted unanimously 5-0 to approve the bills and credit card activity.

(A16) Ordinance 164-O-18, Amending City Code Section 10-11-7(D) "Taxicab Stands Or Zones" to Remove the Taxicab Stand on Howard Street

The Transportation/Parking Committee recommends City Council adopt Ordinance 164-O-18, amending a portion of City Code Section 10-11-7(D), "Taxicab Stands Or Zones" to remove the taxicab stand on Howard Street.

For Introduction

Ald. Rainey moved to recommend City Council adopt Ordinance 164-O-18, amending a portion of City Code Section 10-11-7(D), "Taxicab Stands Or Zones" to remove the taxicab stand on Howard Street, seconded by Ald. Rue Simmons.

Ald. Rainey asked the Committee to suspend the rules because of the delay in getting it on the agenda from the Transportation and Parking recommendation months ago. There is no parking on the 300 and 400 block of Howard on the Evanston side of the street, but there is sufficient parking on the Chicago side of the street and the transportation center around the corner. The taxicabs parked there create an issue for turning buses. She will communicate this issue with Chicago.

Ald. Rainey moved to suspend the rules and recommend City Council adopt Ordinance 164-O-18, amending a portion of City Code Section 10-11-7(D), "Taxicab Stands Or Zones" to remove the taxicab stand on Howard Street, seconded by Ald. Braithwaite.

The Committee voted unanimously 5-0 to suspend the rules and adopt the ordinance.

(A17) Ordinance 8-O-19, Amending City Code Section 10-1-3 to Permit Certain Trucks Used as a Passenger Vehicle to Park in Residential Areas

The Transportation/Parking Committee recommends City Council adopt Ordinance 8-O-19, amending City Code Section 10-1-3 "Definitions," to permit certain trucks used as a passenger vehicle to park in residential areas.

For Introduction

Ald. Rainey moved to recommend City Council adopt Ordinance 8-O-19, amending City Code Section 10-1-3 “Definitions,” to permit certain trucks used as a passenger vehicle to park in residential areas, seconded by Ald. Rue Simmons.

Ald. Rainey noted that families are using four door pickup trucks as family vehicles in EVS districts. She would like to permit pickup trucks with no writing, company logos or equipment to be able to park in residential areas as passenger vehicles.

Ald. Rainey moved to suspend the rules and recommend City Council adopt Ordinance 8-O-19, amending City Code Section 10-1-3 “Definitions,” to permit certain trucks used as a passenger vehicle to park in residential areas, seconded by Ald. Rue Simmons.

The Committee voted unanimously 5-0 to suspend the rules and adopt the ordinance.

(A18) Ordinance 162-O-18, Amending Portions of City Code Section 7-2-6(D), “Sidewalk Cafes” Update the Sidewalk Café Application Process and Increase Sidewalk Café Permit Fees

Staff recommends adoption of Ordinance 162-O-18, amending portions of City Code Section 7-2-6(D) “Sidewalk Cafes” to modify permit fees and approval procedures. Staff proposes Sidewalk Café permit applications to require the approval of the Design & Project Review Committee, with exception of requests for City Council to permit the consumption or sale of alcohol on sidewalk cafe premises. Sidewalk Café permit fees will increase to align with cost of administering the program and use of the surrounding public way.

For Introduction

Ald. Braithwaite moved to recommend City Council adoption of Ordinance 162-O-18, amending portions of City Code Section 7-2-6(D) “Sidewalk Cafes” to modify permit fees and approval procedures to require the approval of the Design & Project Review Committee, with exception of requests for City Council to permit the consumption or sale of alcohol on sidewalk cafe premises, seconded by Ald. Rue Simmons.

At Ald. Braithwaite’s inquiry, Community Development Director Johanna Leonard clarified the permit fee schedule and corresponding revenue. She noted the referral from the October Rules Committee to adapt an administrative process similar to the sign review process for variances.

The Committee voted unanimously 5-0 to adopt the ordinance.

- (A3) BMO Amazon Credit Card Activity – Period Ending September 26, 2018
\$ 5,837.31

For Action

Ald. Rue Simmons moved to approve the BMO Amazon Credit Card Activity for the period ending September 26, 2018 in the amount of \$5,837.31, seconded by Ald. Fleming.

The Committee voted 4-0 with Ald. Suffredin abstaining to approve the credit card activity.

- (A4) **Contract with Garland/DBS, Inc. for Chandler-Newberger Roofing Restoration**

Staff recommends that City Council authorize the City Manager to execute a contract for Chandler-Newberger Roofing Restoration with Garland/DBS, Inc. (3800 East 91st St, Cleveland, OH) in the amount of \$214,073. Funding for this work will be from the Capital Improvement Fund 2019 General Obligation Bonds (Account No. 415.40.4119.65515-619002), which has a budget of \$225,000, all of which is remaining.

For Action

Ald. Rue Simmons moved to recommend City Council authorize the City Manager to execute a contract for Chandler-Newberger Roofing Restoration with Garland/DBS, Inc. in the amount of \$214,073, seconded by Ald. Fleming.

The Committee voted unanimously 5-0 to approve the contract.

- (A19) **Ordinance 5-O-19, Authorizing the City Manager to Negotiate the Sale of City-Owned Real Property at 1729 Dodge Avenue**

Staff recommends adoption of Ordinance 5-O-19 authorizing the City Manager to negotiate the sale of City-owned property at 1729 Dodge Avenue to Evanston Township High School in conformance with the terms of the Intergovernmental Agreement between the City of Evanston and Evanston Township High School for the Geometry in Construction class. *A two-thirds majority of City Council is required to adopt Ordinance 5-O-19. City Manager requests suspension of the Rules for Introduction and Action at the January 14, 2019 City Council meeting.*

For Introduction and Action

Ald. Rue Simmons moved to suspend the rules and recommend adoption of Ordinance 5-O-19 authorizing the City Manager to negotiate the sale of City-owned property at 1729 Dodge Avenue to Evanston Township High School in conformance with the terms of the Intergovernmental Agreement between the City of Evanston and Evanston Township High School for the Geometry in Construction class, seconded by Ald. Fleming.

The Committee voted unanimously 5-0 to suspend the rules and adopt the ordinance.

PUBLIC COMMENT

Junad Rizki stated that the sale of the recycling center for \$1 million and taxes to be received on the property will not be adequate. He noted that there is no proposal for the cost to build a parking lot next to it. For those reasons he feels the proposal is incomplete. His last concern is about the equipment currently housed at the recycling center. Where will that equipment be moved to?

V. COMMUNICATIONS

Alds. Braithwaite and Rue Simmons requested a memo from the City Clerk's Office regarding the retainment of a grant writing consultant, grants pursued and grants awarded. Ald. Braithwaite suggested inviting the grant consultant to a meeting to answer any additional questions.

At Ald. Rue Simmons' inquiry, City Manager Bobkiewicz noted the current protocol for how grants are handled. Grants are completed by the appropriate staff within individual departments. He noted that the City Council allocates a budget and the City Clerk spends funds using his judgement. The City Manager does review credit card charges and signs off on them as he does for other department heads.

VII. ADJOURNMENT

Ald. Braithwaite moved to recommend adjournment, seconded by Ald. Fleming. The meeting adjourned at 6:49pm.

Respectfully Submitted,

Janella Hardin, PHR