

**Administration and Public Works Committee Meeting  
Minutes of January 28, 2019  
James C. Lytle Council Chambers – 6:00 p.m.  
Lorraine H. Morton Civic Center**

MEMBERS PRESENT: C. Fleming, T. Suffredin, R. Rue Simmons, A. Rainey  
(arrived at 6:10pm), P. Braithwaite (arrived at 6:18pm)

STAFF PRESENT: D. Stoneback, W. Bobkiewicz, T. Nunez, S. Cary, S. Flax,  
Chief Cook, Chief Scott, J. Leonard, E. Storlie, M. Treto,  
S. Mangum, T. Nunez, S. Ciolek

PRESIDING OFFICIAL: Ald. Rue Simmons

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**I. DECLARATION OF A QUORUM: ALDERMAN RUE SIMMONS, CHAIR**  
A quorum being present, Ald. Rue Simmons called the meeting to order at 6:08p.m.

**II. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 14, 2019**  
Ald. Braithwaite moved to accept the Minutes of January 14, 2019 A&PW meeting as submitted, seconded by Ald. Fleming.

The Minutes of the January 14, 2019 A&PW meeting were approved unanimously 3-0.

**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 – December 24, 2018 through January 06, 2018      \$ 2,993,970.11  
**For Action**

**(A2)** Bills List – January 29, 2019 FY 18      \$ 2,159,324.72  
Bills List – January 29, 2019 FY 19      \$ 438,346.36

BMO Credit Card Activity – Period Ending October 26, 2018  
(without Amazon)      \$ 182,884.62  
**For Action**

**(A5) Extension of Intergovernmental Agreement for 2019 Refuse Disposal Fees to Solid Waste Agency of Northern Cook County**

Staff recommends that City Council authorize the City Manager to execute an extension of the intergovernmental agreement for 2019 refuse disposal fees to Solid Waste Agency of Northern Cook County (SWANCC) in the not to exceed

amount of \$750,000 for operations and maintenance transfer fees. Funding will be provided by the Solid Waste Fund (Account 520.40.4310.62405), which has a budget of \$750,000 for FY2019.

**For Action**

**(A6) Approval of Estimated Annual User Charge for 2019 with the Metropolitan Water Reclamation District of Greater Chicago for Disposal of Sludge**

Staff recommends City Council approval of the estimated annual user charge for 2019 with the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for disposal of sludge generated as part of the water treatment process in the amount \$154,304.18. Four payments of \$38,576.05 will be made beginning in February 2019 and ending November 2019. Funding for this work will be from the Water Fund (Account 510.40.4220.62420). This account has a budget of \$339,000.00 allocated for MWRDGC sludge disposal fees.

**For Action**

**(A7) Agreement with Harris Computer Systems for Harris NorthStar Utility Billing Software**

Staff recommends that City Council authorize the City Manager to execute a renewal of the annual sole source maintenance and support agreement for the term March 1, 2019 through November 30, 2019 with Harris Computer Systems (1 Antares Drive, Suite 400, Ottawa, Ontario) for Harris NorthStar Utility Billing software, in the amount of \$35,767.39. Funding for this purchase will be from Water Fund (Account 510.40.4225.62340), which has an allocation of \$45,000.00 for this item.

**For Action**

**(A10) Resolution 8-R-19, Authorizing Construction on Illinois State Highways for Years 2019 and 2020**

Staff recommends City Council adopt Resolution 8-R-19, authorizing construction on Illinois state highways for years 2019 and 2020.

**For Action**

**(A11) Resolution 6-R-19, Approving Release of City Council Closed Session Minutes**

Staff recommends City Council adopt Resolution 6-R-19, releasing certain closed session meeting minutes and finding that a need still exists for confidentiality as to other minutes. The City is furthering its efforts to provide access to information and openness in government through the appropriate release of closed session minutes of the City Council.

**For Action**

**(A14) Resolution 7-R-19, Expressing Official Intent Regarding Expenditures from the Funds of the City of Evanston to be Reimbursed from Proceeds of Obligations to be Issued by the City of Evanston**

Staff recommends City Council adoption of Resolution 7-R-19, authorizing payments relating to FY 2019 Capital Improvement Plan (C.I.P.) project

expenditures up to \$31,360,000 be reimbursed by the subsequent 2019 General Obligation (G.O.) bond issuance.

**For Action**

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

**The Committee voted unanimously 4-0\* to approve the consent agenda.**

*\*Ald. Rainey arrived at 6:10pm.*

**IV. ITEMS FOR CONSIDERATION**

**(A4) Purchase of Ten Vehicles for Operations in the Police Department, Fire Department and Facilities Management**

Staff recommends City Council approval of the purchase of ten (10) vehicles for operations in the Police Department, Fire Department and Facilities Management. The following vehicles will be purchased: five (5) 2019 Ford Explorer SUVs, one (1) 2019 Ford Taurus Sedan and one (1) 2019 Ford Transit Full Sized Van from Currie Motors Fleet (10125 W. Laraway, Frankfort, IL 60423) in the amount of \$213,051.00; and two (2) 2019 Ford Expedition SUVs and one (1) 2019 Ford Transit Connect Cargo Van will be purchased from Kunes Country Ford of Antioch (104 Route 173 W. Antioch, IL 60002) in the amount of \$102,567.00. Funding for the vehicles will be from the Equipment Replacement Fund (Account 601.19.7780.65550) in the amount of \$315,618.00, which has a budgeted amount of \$1,622,977. This expenditure represents 19.4% of this budgeted amount.

**For Action**

**Ald. Fleming moved to recommend City Council approval of the purchase of ten (10) vehicles for operations in the Police Department, Fire Department and Facilities Management: five (5) 2019 Ford Explorer SUVs, one (1) 2019 Ford Taurus Sedan and one (1) 2019 Ford Transit Full Sized Van from Currie Motors Fleet in the amount of \$213,051.00; and two (2) 2019 Ford Expedition SUVs and one (1) 2019 Ford Transit Connect Cargo Van will be purchased from Kunes Country Ford of Antioch in the amount of \$102,567.00, seconded by Ald. Rainey.**

At Ald. Rue Simmons' inquiry, Fleet and Facilities Division Manager Sean Ciolek discussed the purchases and the process for placing vehicles out of service. The purchases will replace vehicles in Police and Fire because of the wear and tear and critical nature of those vehicles. He noted that each hour of vehicle idling is the equivalent of 30 miles, which adds up over time.

Fleet and Facilities Division Manager Ciolek explained that each year the Parks, Recreation and Community Services (PRCS) Department leases vans for beach staff to maintain and service the beaches and parks. The vehicles scheduled to be taken out of service from Police were used heavily in the beginning of their warranty period and will be repurposed for PRCS use.

He noted that without the vehicle purchases the old vehicles would not provide reliable service. One vehicle will replace the current Fire Battalion Chief's vehicle that carries supplies and materials for emergency calls. The Expedition purchase is for Police Evidence Technicians who transport various supplies to crime scenes.

Ald. Fleming would like to revisit the policy on vehicle idling with the Police and Fire Chiefs.

At Ald. Suffredin's inquiry, Fleet and Facilities Division Manager Ciolek explained that in-house repairs are calculated using a software that logs labor and materials to determine cost. Work capacity and warranty also determines whether vehicles are repaired in-house or outsourced. Ald. Rue Simmons asked for a breakdown of in-house cost versus vendor cost.

**The Committee voted unanimously 5-0\* to approve the purchases.**

*\*Ald. Braithwaite arrived at 6:18p.m.*

- (A3) BMO Amazon Credit Card Activity  
Period Ending October 26, 2018 \$ 14,154.98

**For Action**

**Ald. Rue Simmons moved to recommend approval of the BMO Amazon credit card activity for the period ending October 26, 2018 in the amount of \$14,154.98, seconded by Ald. Fleming.**

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

- (A8) **Contract with CDM Smith Inc. for the Water Plant Evaluation**

Staff recommends City Council authorize the City Manager to execute a contract for the Water Plant Evaluation (RFP 18-55) with CDM Smith Inc. (125 South Wacker, Suite 700, Chicago, IL 60606) in the amount of \$191,653.00. Funding for the study will be provided from the Water Fund (Account 510.40.4200.62180). This account has a budget of \$200,000.00 in FY 2019, all of which is remaining.

**For Action**

**Ald. Braithwaite moved to recommend City Council authorize the City Manager to execute a contract for the Water Plant Evaluation (RFP 18-55) with CDM Smith Inc. in the amount of \$191,653.00, seconded by Ald. Rainey.**

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

- (A9) **Contract with The Ogni Group for Sherman Plaza Garage Lighting Upgrade**

Staff recommends City Council authorize the City Manager to execute a contract for the Sherman Plaza Garage Lighting Upgrade with The Ogni Group, (140 East Commercial Street, Suite 1, Wood Dale, IL) in the amount of \$334,618.00. Funding is available from the Parking Fund (Account No. 505.19.7005.65515 – 618001), which has a budget of \$650,000, all of which is remaining.

**For Action**

**Ald. Fleming moved to recommend City Council authorize the City Manager to execute a contract for the Sherman Plaza Garage Lighting Upgrade with The Ogni Group in the amount of \$334,618.00, seconded by Ald. Rainey.**

At Ald. Braithwaite's inquiry, Assistant City Manager Erika Storlie explained that the current light fixtures in the garage were installed in 2013 and are no longer available due to rapidly changing technology. As a result the garage has lost 20% of its total lighting. Existing fixtures are being moved from different areas of the garage to meet the lighting needs. Also, the installation of new cameras in the coming months there is a sense of urgency to ensure they function appropriately.

Every ceiling and wall mounted light fixture will be replaced by a new LED light fixture, providing substantially more light than the current fixtures with the same amount of energy.

At Ald. Rainey's inquiry, Assistant City Manager Storlie confirmed the Sherman Plaza Condo Association will share a portion of the cost with the City. She will provide the total amount as well as the calculated savings of this project to the Committee before the full Council meeting.

**The Committee voted 4-1 with Ald. Suffredin opposed to approval of the contract.**

**(A12) Resolution 9-R-19, Approving Settlement and Release of all Claims in Lawrence Crosby v. City of Evanston, et al.**

Staff recommends City Council adoption of Resolution 9-R-18 authorizing the City of Evanston to issue a settlement payment pursuant to a settlement agreement and release in *Lawrence Crosby v. City of Evanston, et al.* (Case No. 16-L010029). Funding will be from the Insurance Fund.

**For Action**

**Ald. Rainey moved to recommends City Council adoption of Resolution 9-R-18 authorizing the City of Evanston to issue a settlement payment pursuant to a settlement agreement and release in *Lawrence Crosby v. City of Evanston, et al.* (Case No. 16-L010029), seconded by Ald. Suffredin.**

**The Committee voted unanimously 5-0 to adopt the resolution.**

**(A13) Resolution 2-R-19, Grant Agreement with AMITA Saint Francis Hospital to Receive Funding for the Mobile Integrated Healthcare Program**

Staff recommends that the City Council adopt Resolution 2-R-19, authorizing the City Manager to execute a grant agreement with AMITA Saint Francis Hospital to receive funding for a Mobile Integrated Healthcare/Community Paramedic Program.

**For Action**

**Ald. Suffredin moved to recommend City Council adopt Resolution 2-R-19, authorizing the City Manager to execute a grant agreement with AMITA**

**Saint Francis Hospital to receive funding for a Mobile Integrated Healthcare/Community Paramedic Program, seconded by Ald. Rainey.**

**The Committee voted unanimously 5-0 to adopt the resolution.**

**V. ITEMS FOR DISCUSSION**

**(APW1)Grant Writing in the City Clerk's Office**

At the January 14, 2019 Administration & Public Works meeting, the Committee discussed a purchase made by the Clerk's office for assistance with Grant writing. It was requested this matter return to the next Committee meeting for further discussion.

**For Discussion**

City Clerk Devon Reid explained that the Clerk's Office is applying for grants up to \$25,000 related to civic engagement and civic coding programs. The City was unable to attain the necessary forms during government shutdown to complete the applications. He will return to the next meeting with a memo detailing the status of the grants.

**VI. COMMUNICATIONS**

Ald. Fleming made a referral to staff to present a policy on idling City vehicles.

**VII. ADJOURNMENT**

Ald. Fleming moved to adjourn the meeting, seconded by Ald. Suffredin. The meeting was adjourned at 6:33pm.

**Respectfully Submitted,**

**Janella Hardin, PHR**