

**Administration & Public Works Committee Meeting
Minutes of July 22, 2019
James C. Lytle Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center**

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

MEMBERS ABSENT: C. Fleming

STAFF PRESENT: K. Richardson, H. Desai, D. Stoneback, L. Stowe, I. Ogbo,
M. Masoncup, S. Flax, L. Biggs, T. Nunez, K. Hawk, S.
Ciolek

PRESIDING OFFICIAL: Ald. Braithwaite

I. DECLARATION OF A QUORUM: ALDERMAN BRAITHWAITE, CHAIR
A quorum being present, Ald. Braithwaite called the meeting to order at 6:08p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING OF JULY 8, 2019
Ald. Rainey moved to recommend approval of the Minutes of the Regular Meeting of July 8, 2019, seconded by Ald. Suffredin.

The Committee voted unanimously 3-0 to approve the Minutes of the July 8, 2019 Meeting.

III. PUBLIC COMMENT

Alan Feuerstein was in favor of the street cleaning signage (A5). He reported that there were 10,250 street cleaning fines in 2 months and the lack of signage is the issue. He said that blocks with the most fines have additional signs already. For example, the 600 foot blocks would have 3 signs which the equivalent to a football field. He hopes the Council considers two additional signs. The implementation schedule is 3 years and he recommends the signange project be completed sooner.

James Engelman thanked the Council for the picnic benches in Twiggs Park and recommended they purchase another grader.

Patrick Hughes, from Over the Rainbow at 2040 Brown, thanked the Council for making the picnic benches accessible to those in wheelchairs.

IV. 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 – June 24, 2019 through July 7, 2019 \$3,181,565.61

For Action

Ald. Rainey moved to recommend approval of the City of Evanston Payroll for the period June 24, 2019 through July 7, 2019 in the amount of \$3,181,565.61, seconded by Ald. Suffredin.

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

(A2) Bills List – July 23, 2019 \$6,858,748.21

BMO Credit Card Activity for the period ending May 26, 2019 \$ 191,471.48

For Action

Ald. Rainey moved to recommend approval of the City of Evanston Bills List through July 23, 2019 in the amount of \$6,858,748.21, and the BMO Credit Card activity for the period ending May 26, 2019 in the amount of \$191,471.48, seconded by Ald. Suffredin.

The Committee voted unanimously 4-0 to approve the bills and credit card activity.

(A4) **Approval of the Purchase of Three Public Works Agency Vehicles from Kunes Country Ford of Antioch and Napleton Fleet Group**

Staff recommends City Council approval of the purchase of two (2) Ford SUVs and one (1) Dodge Caravan Minivan. These vehicles will be allocated to the Public Works Agency (Water Production Bureau). The Ford SUVs will be purchased from Kunes Country Ford of Antioch (104 Route 173 W. Antioch, IL 60002) for the total amount of \$55,800.30 and the Minivan will be purchased from Napleton Fleet Group (One Oakbrook Terrace Suite 515, Oakbrook Terrace, IL 60181) in amount of \$23,290. These two dealerships have the requested make/models/colors in stock for immediate delivery to the City at the lowest, competitive prices. Funding for the SUVs (Vehicles #908 and #909) will be from the Sewer Fund (Account 515.40.4530.65550) in the amount of \$55,800.30 which has a budgeted amount of \$420,075. This expenditure represents 13.28% of this budgeted amount. Funding for the Minivan (Vehicle #950) will be from the Water Bureau Automotive Equipment Fund (Account 510.40.4230.65550) in amount of \$23,290, which has a budgeted amount of \$63,500. This expenditure represents 36.7% of this budgeted amount.

For Action

(A6) Approval of Contract for 2019 Alley Improvements Contract B & 2019 CDBG Park Improvements with Schroeder and Schroeder, Inc.

Staff recommends City Council authorize the City Manager to execute a contract for the 2019 Alley Improvements Contract B and 2019 CDBG Park Improvements (Bid No. 19-37) with Schroeder and Schroeder Inc. (7306 Central Park, Skokie, IL 60076) in the amount of \$1,536,120.95. Funding will be provided from the CIP Fund as follows: 2019 General Obligation Bonds in the amount of \$430,072.90, the Special Assessment Fund in the amount of \$316,958.00, the Community Development Block Grant funds in the amount of \$739,090.05, and a grant received by Evanston Baseball and Softball Association (EBSA) in the amount of \$50,000.00. A detailed funding breakdown is included in the corresponding transmittal memorandum.

For Action

(A7) Approval for Emergency Repairs to Grader Vehicle #683 by Altorfer CAT

Staff recommends City Council approve a payment in the amount of \$57,689.19 to Altorfer CAT (635 W. Lake Street, Elmhurst, IL 60126) for emergency repairs to Vehicle #683, as well as rental costs for use of a temporary vehicle while the City vehicle was out of service. Vehicle #683 is a Grader used by the Streets Division of the Public Works Agency and is critical to continue street grading operations throughout the City. Funding for this purchase is as follows: \$57,689.19 from the Materials to Maintain Autos - Fleet Fund (Account 600.19.7710.65060) with a budget of \$1,050,000 and a YTD balance of \$432,536.37.

For Action

(A8) Approval of Payment to Support the Ongoing Efforts of Evanston Cradle to Career (EC2C)

Staff recommends that City Council authorize the City Manager to execute a payment of \$50,000 to support the ongoing efforts of Evanston Cradle to Career (EC2C) located at 2010 Dewey Ave., Evanston, IL 60201. The funding for the annual support is from Cradle to Career Programming Business Unit (Account 100.30.3005.62647), which has a budget of \$50,000, all of which is remaining.

For Action

(A10) One Year Sole Source Agreement Renewal with Dell/EMC, Inc. for VMware Support & Licensing

Staff recommends City Council authorize a one-year, sole-source renewal agreement for support and licensing of VMware systems from Dell/EMC, Inc. (One Dell Way, Mail Stop 8129, Round Rock, TX 78682) in the amount of \$35,828.22. There is no cost increase for the renewal period. Funding will be from the Computer License & Support Fund (Account 100.19.1932.62340), which has a FY 2019 budget of \$550,000 and a current balance of \$84,236.41.

For Action

(A12) Resolution 80-R-19, Authorizing the City Manager to Execute an Amendment to the Contract with Alacriti, Inc. for the City's Cashiering System to Change the Vendor and Add a Monthly Minimum Payment

Staff recommends City Council authorize the City Manager to execute an amendment agreement with Municode Inc. to provide a centralized cashiering system, commonly called Orbipay, for the City of Evanston. This amended contract will now be directly with the developer of the system, Alacriti, Inc instead of Municode Inc. and will supersede the existing contract. Funding is from the Personal Computer Software Account (100.15.1560.64545) with a budget amount of \$61,000, of which \$57,698.24 is remaining.

For Action

Ald. Suffredin moved to recommend approval of the consent agenda, seconded by Ald. Rainey.

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

***Ald. Rue Simmons arrived at 6:24pm.**

V. ITEMS FOR CONSIDERATION

(A3) BMO Harris Amazon Credit Card Activity **\$11,164.52**

For Action

Ald. Rue Simmons moved to recommend approval of the BMO Harris Amazon credit card activity in the amount of \$11,164.52, seconded by Ald. Rainey.

The Committee voted 3-0 to approve the Amazon credit card activity with Ald. Suffredin abstaining.

(A5) Street Cleaning Signage

Staff recommends that the City Council authorize the City Manager to have additional street cleaning signs installed at mid-block locations based on the number of tickets issued for violation of street cleaning parking restrictions, blocks longer than 600 feet and up to 10 locations requested by aldermen within their ward.

For Action

Ald. Braithwaite moved to recommend City Council authorize the City Manager to have additional street cleaning signs installed at mid-block locations based on the number of tickets issued for violation of street cleaning parking restrictions, blocks longer than 600 feet and up to 10 locations requested by aldermen within their ward, seconded by Ald. Rue Simmons.

Ald. Rainey requested clarification about the distance between signs. Ald. Rainey also asked how many street cleaning text messages are sent monthly; 2,000 to 5,000 texts sent per month. Ald. Suffredin wanted to hear the resident concerns with the phases of the project. Public Works Agency Director David Stoneback explained that the funding, manpower and street cleaning schedule shifted.

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

(A9) Approval of Special Event Contract for the Out-of-SPACE Concert at Canal Shores

Staff recommends approval of a contract with the City of Evanston and S.P.A.C.E. (1245 Chicago Ave, Evanston, IL 60201) to host a concert series called "Out-of-Space" on four evenings from August 8-11, 2019 at the Canal Shores Golf Course, 1030 Central Street. 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

Ald. Rainey moved to recommend City Council approve the contract with the City of Evanston and S.P.A.C.E. to host a concert series called "Out-of-Space" on four evenings from August 8-11, 2019 at the Canal Shores Golf Course, seconded by Ald. Rue Simmons.

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

(A11) Resolution 71-R-19, Authorization to Execute Memorandum of Understanding with Northwestern University for Beach Access and Use at Lincoln Street Beach

Staff recommends that City Council accept this memorandum and place on file.

Accept and Place on File

Ald. Suffredin moved to recommend City Council accept and place on file Resolution 71-R-19, Authorization to Execute Memorandum of Understanding with Northwestern University for Beach Access and Use at Lincoln Street Beach, seconded by Ald. Rainey.

Ald. Rainey requested the rules of the beaches be explained. Wally Bobkiewicz explained that the beach closes at 9pm. The issue with Northwestern is different access times from the City schedule. He spoke with a representative from the Illinois Department of Natural Resources (IDNR) who informed him that the beach belongs to the State of Illinois. The State proposes an intergovernmental agreement.

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

(A13) Resolution 68-R-19 Agreement with Youth Job Center of Evanston, Inc. for 2019 Building Career Pathways to Sustainable Employment Program

Staff recommends City Council adoption of Resolution 68-R-19 authorizing the City Manager to execute the 2019 agreement with the Youth Job Center of Evanston Inc. (YJC) (1114 Church Street, Evanston, IL 60201) to provide not less than twenty disconnected and unemployed young adults who are low- to moderate-income Evanston residents (ages 18-25) with a career pathway plan that leads to educational/work trade certification, employment, supportive services, career counseling, educational support and transportation assistance over 24 months in an amount not to exceed \$55,200 for FY 2019. Funding for this agreement is budgeted in Parks, Recreation and Community Services, Youth and Young Adult Engagement Division Business Unit (Account 100.30.3215.62490), which has a FY 2019 budget of \$231,965 and a YTD balance of \$196,596.16. Costs amount to approximately \$2,760 per participant.

For Action

Ald. Rue Simmons moved to recommend City Council adoption of Resolution 68-R-19, authorizing the City Manager to execute the 2019 agreement with the Youth Job Center of Evanston Inc. to provide not less than twenty disconnected and unemployed young adults who are low- to moderate-income Evanston residents (ages 18-25) with a career pathway plan that leads to educational/work trade certification, employment, supportive services, career counseling, educational support and transportation assistance over 24 months in an amount not to exceed \$55,200 for FY 2019, seconded by Ald. Rainey.

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

(A14) Resolution 69-R-19, Professional Services Agreement with James B. Moran Center for 2019 Certificate of Rehabilitation Program

Staff recommends City Council adoption of Resolution 69-R-19 authorizing the City manager to execute an agreement between the City of Evanston and the James B. Moran Center for Youth Advocacy (1123 Emerson, Suite 203 Evanston, IL 60201) to provide legal services for not less than 15 Evanston residents to secure Certificates of Rehabilitation, expungement and criminal records sealing in an amount not to exceed \$30,000. Funding for this agreement is budgeted in Parks, Recreation and Community Services, Youth and Young Adult Engagement Division (Account 100.30.3215.62490), which has a FY 2019 budget of \$231,965 and a YTD balance of \$196,596.16. Costs amount to approximately \$2,000 per participant.

For Action

Ald. Braithwaite moved to recommend City Council adoption of Resolution 69-R-19, authorizing the City Manager to execute an agreement between the City of Evanston and the James B. Moran Center for Youth Advocacy to provide legal services for not less than 15 Evanston residents to secure Certificates of Rehabilitation, expungement and criminal records sealing in an amount not to exceed \$30,000, seconded by Ald. Rue Simmons.

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

(A15) Resolution 81-R-19, Authorizing the City Manager to Submit a Grant Application for State Funding through the Open Space Land Acquisition and Development (OSLAD) Grant Program

Staff recommends adoption of Resolution 81-R-19, authorizing the City Manager to submit a grant application for State funding through the Open Space Land Acquisition and Development (OSLAD) Grant Program to the Illinois Department of Natural Resources (IDNR) for the James Park Renovations Project. Funding for this project will be from: 2020 General Obligation Bond proceeds in the amount of \$400,000; IDNR Grant in the amount of \$400,000.

For Action

Ald. Rainey moved to recommend City Council adoption of Resolution 81-R-19, authorizing the City Manager to submit a grant application for State funding through the Open Space Land Acquisition and Development (OSLAD) Grant Program to the Illinois Department of Natural Resources (IDNR) for the James Park Renovations Project, seconded by Ald. Rue Simmons.

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

(A16) Resolution 79-R-19, Authorizing the City to File a Grant Application with the Metropolitan Water Reclamation District of Greater Chicago's Green Infrastructure Project Partnership for Funding Parking Lot Improvements

Staff recommends City Council adoption of Resolution 79-R-19 authorizing the City Manager to file a grant application with the Metropolitan Water Reclamation District of Greater Chicago (MWRD) Green Infrastructure Project Partnership for the paving of Parking Lot 25 at 1614 Maple Avenue, utilizing permeable paver blocks. The application establishes the maximum grant funding at 60% of the construction cost and commits Evanston to fund 40% of the construction cost, or \$52,000. The total estimated cost of construction for eligible work will be \$130,000 with MWRD paying for 60% and the City of Evanston paying for 40%. The City's share of \$52,000 will be paid out of the Sewer Fund (Account 515.40.4535.62461), which has \$100,000 budgeted in FY 2019 for stormwater management. Additional funding of up to \$50,000 may be needed to pay for associated ineligible project costs (such as lighting improvements) – this funding will need to be designated from general obligation bonds or the Parking Fund.

For Action

Ald. Suffredin moved to recommend City Council adoption of Resolution 79-R-19 authorizing the City Manager to file a grant application with the Metropolitan Water Reclamation District of Greater Chicago (MWRD) Green Infrastructure Project Partnership for the paving of Parking Lot 25 at 1614 Maple Avenue, utilizing permeable paver blocks, seconded by Ald. Rue Simmons.

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

(A17) Resolution 66-R-19, Concerning a Public Meeting to Be Conducted as Required by the Tax Increment Allocation Redevelopment Act to Expand the Boundaries of the Howard Ridge Tax Increment Finance District

Staff recommends adoption of Resolution 66-R-19, authorizing the Community Development Director to schedule a public meeting for the proposed Howard Ridge TIF expansion as required in Section 65 ILCS 5/11-74.4-6 (e). The Illinois TIF Act requires the Community Development Director schedule and conduct a public meeting for the purpose of enabling the City to advise and seek comment about the City's intent to prepare a redevelopment plan and to designate a redevelopment project area. The meeting is open to the public. Staff is required to invite the taxing districts having real property in the proposed revised redevelopment project area, the taxpayers who own property in the proposed revised redevelopment project area, and the residents in the area.

For Action

Ald. Rainey moved to recommend City Council adoption of Resolution 66-R-19, authorizing the Community Development Director to schedule a public meeting for the proposed Howard Ridge TIF expansion as required in Section 65 ILCS 5/11-74.4-6 (e), seconded by Ald. Rue Simmons.

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

(A18) Ordinance 76-O-19, Amending Various Sections of City Code Section 3-4-6 (“the Evanston Liquor Code”)

The Liquor License Commissioner recommends City Council adoption of Ordinance 76-O-19, amending various sections of City Code Section 3-4-6 (“the Evanston Liquor Code”) by (1) updating the definitions of “combination restaurant/package store” and University Area; (2) adding the definition of a “commercial recreation facility;” (3) changing the location restriction and fee associated with a Class V License; (4) amending the Class W license to permit alcohol sale at outdoor recreational facilities; and (5) removing the Class X license as the same activities are now included in the definition of a commercial recreation facility.

For Introduction

Ald. Braithwaite moved to recommend City Council adopt Ordinance 76-O-19, amending various sections of City Code Section 3-4-6 (“the Evanston Liquor Code”) by (1) updating the definitions of “combination restaurant/package store” and University Area; (2) adding the definition of a “commercial recreation facility;” (3) changing the location restriction and fee associated with a Class V License; (4) amending the Class W license to permit alcohol sale at outdoor recreational facilities; and (5) removing the Class X license as the same activities are now included in the definition of a commercial recreation facility, seconded by Ald. Rue Simmons.

Ald. Rainey stated that it was unclear on the number of items recommended. Corporation Counsel Michelle Masoncup agreed to clean up the changes. The Class W and X licenses are related to Canal Shores operation. Class X is no longer needed. Music venue class excluded the only one we had. The Welsh Ryan Arena definition was not included.

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

(A19) Ordinance 71-O-19, Authorizing the City Manager to Execute a Lease of City-Owned Real Property Located at 1823 Church Street with Litehouse Evanston, LLC

Staff recommends City Council adoption of Ordinance 71-O-19 executing a cafe lease agreement with Litehouse Evanston, LLC for the City-owned property located at 1823 Church Street. *Staff requests suspension of the rules for Introduction and Action at the July 22, 2019, City Council meeting.*

For Introduction and Action

Ald. Rue Simmons moved to recommend City Council suspend the rules to adopt Ordinance 71-O-19 executing a cafe lease agreement with Litehouse Evanston, LLC, seconded by Ald. Braithwaite.

Ald. Rue Simmons was excited about the restaurant opening and its commitment to the community. Tenesha Ford, the General Manager for all 6 restaurants explained that their food is organic and grassfed. They also have wild caught salmon, vegan options and gluten free pizzas.

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

(A20) Ordinance 72-O-19, Decreasing the Number of Class D Liquor Licenses for Falcon Eddy's LLC, dba Falcon Eddy's Barbeque, 825 Church Street

The Liquor License Commissioner recommends City Council adoption of Ordinance 72-O-19, decreasing the number of Class D Liquor Licenses for Falcon Eddy's LLC, dba Falcon Eddy's Barbeque, 825 Church Street. *Staff requests suspension of the rules for Introduction and Action at the July 22, 2019, City Council meeting.*

For Introduction and Action

Ald. Suffredin moved to recommend City Council suspend the rules to adopt Ordinance 72-O-19, decreasing the number of Class D Liquor Licenses for Falcon Eddy's LLC, dba Falcon Eddy's Barbeque, seconded by Ald. Rue Simmons.

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

VI. ITEMS FOR DISCUSSION

VII. COMMUNICATIONS

VIII. ADJOURNMENT

Ald. Rainey moved to adjourn, seconded by Ald. Rue Simmons. The meeting was adjourned at 6:57pm.

**Respectfully Submitted,
Lolita Thomas, Administrative Assistant**