AGENDA
City Council
Monday, April 27, 2020
Lorraine H. Morton Civic Center, James C. Lytle City Council Chambers, Room 2800
5:00 PM
Administration & Public Works and Planning & Development Committee are cancelled.
All agenda items will be considered at City Council.

As the result of an executive order issued by Governor J.B. Pritzker suspending in-person attendance requirements for public meetings, City Council members and City staff will be participating in this meeting remotely.

Due to public health concerns, residents will not be able to provide public comment in-person at the meeting. Those wishing to make public comments at the Planning & Development Committee or City Council meetings may submit written comments in advance or sign up to provide public comment by phone or video during the meeting by completing the City Clerk's Office's online form at www.cityofevanston.org/government/city-clerk/public-comment-sign-up or by calling/texting 847-448-4311.

Community members may watch the City Council meeting online at www.cityofevanston.org/channel16 or on Cable Channel 16.

(I) ROLL CALL - BEGIN WITH ALDERMAN BRAITHWAITE

(II) MAYOR PUBLIC ANNOUNCEMENTS AND PROCLAMATIONS
Proclamation: Public Service Recognition Week - May 3-9, 2020
Proclamation: International Compost Awareness Week - May 3-9, 2020

(III) CITY MANAGER PUBLIC ANNOUNCEMENTS
CDBG Update
Members of the public are welcome to speak at City Council meetings. As part of the Council agenda, a period for public comments shall be offered at the commencement of each regular Council meeting. Public comments will be noted in the City Council Minutes and become part of the official record. Those wishing to speak should sign their name and the agenda item or non-agenda topic to be addressed on a designated participation sheet. If there are five or fewer speakers, fifteen minutes shall be provided for Public Comment. If there are more than five speakers, a period of forty-five minutes shall be provided for all comment, and no individual shall speak longer than three minutes. The Mayor will allocate time among the speakers to ensure that Public Comment does not exceed forty-five minutes. The business of the City Council shall commence forty-five minutes after the beginning of Public Comment. Aldermen do not respond during Public Comment. Public Comment is intended to foster dialogue in a respectful and civil manner. Public comments are requested to be made with these guidelines in mind.

SP1. **2404 Ridge Avenue - Application for Appeal of the Preservation Commission Denial of a Certificate of Economic Hardship**

The City Council may make a motion to accept the application for appeal. If a motion is made and adopted, the City Council shall affirm, modify or reverse the decision of the Preservation Commission within forty-five (45) days (no later than May 28, 2020). If no motion to accept the application for appeal is made and adopted, the decision of the Commission shall be final.

**For Action**  
[2404 Ridge Avenue - Application for Appeal of the Preservation Commission Denial of a Certificate of Economic Hardship](#)

SP2. **Shoreline Condition Assessment Update Discussion**

Staff requests City Council discuss and provide direction regarding the Capital Improvements to implement in order to stabilize the shoreline.

**For Discussion**  
[Shoreline Condition Assessment Update Discussion](#)
SP3. **Dutch Elm Disease Injection Program Discussion**

Staff requests City Council discuss and provide direction regarding the Dutch Elm Disease Injection Program.

*For Discussion*

*Dutch Elm Disease Injection Program Discussion*

SP4. **City Owned Real Estate Assets Report from Consultant Jones Lang LaSalle (JLL)**

Staff recommends City Council accept and place on file the City-owned Real Estate Assets Report from Consultant Jones Lang LaSalle (JLL).

*For Action: Accept and Place on File*

*City Owned Real Estate Assets Report from Consultant Jones Lang LaSalle (JLL)*

SP5. **Authorization for the City Manager to Access Up To A $7.5 Million Line of Credit With Byline Bank**

Staff recommends that City Council authorize the City Manager to sign an agreement with Byline Bank to have access to a Line of Credit up to an amount of $7.5 million for essential functions including Public Safety, Public Health, Public Works and Community Development.

*For Action*

*Authorization for the City Manager to Access Up To A $7.5 Million Line of Credit With Byline Bank*

SP6. **2020 Budget Discussion - COVID-19 Impacts**

Staff recommends City Council review and discussion of financial projections and recommendations.

*For Discussion*

*2020 Budget Discussion - COVID-19 Impacts*

(VII) **CONSENT AGENDA - CITY COUNCIL MINUTES**

CM1. **Approval of the Minutes of the Regular City Council Meeting of April 13, 2020**

Staff recommends City Council approval of the minutes of the Regular City Council meeting of April 13, 2020.

*For Action*

*Draft City Council Minutes - April 13, 2020*
A1. **Approval of the City of Evanston Payroll and Bills**
   Staff recommends City Council approval of the City of Evanston Payroll for the period of March 30, 2020, through April 12, 2020 in the amount of $2,882,784.01, Bills List for April 28, 2020 in the amount of $3,494,212.88 and credit card purchases for the period ending February 26, 2020, in the amount of $193,367.73.
   
   **For Action**
   Approval of the City of Evanston Payroll and Bills

A2. **Approval of BMO Harris Amazon Credit Card Activity**
   Staff recommends approval of the City of Evanston’s BMO Harris Amazon Credit Card Activity for the period ending February 26, 2020, in the amount of $7,123.29.
   
   **For Action**
   Approval of BMO Harris Amazon Credit Card Activity

A3. **Approval of the Replacement of One Public Works Agency Refuse Vehicle from National Fleet Auto Group**
   Staff recommends City Council approval for the purchase of a replacement refuse vehicle (#718) for operations by the Public Works Agency (PWA) Public Services Bureau. The replacement vehicle will be purchased from National Fleet Auto Group (490 Auto Center Drive, Watsonville, CA 95076) in the amount of $287,605.86 through the Sourcewell contract. Funding for the vehicle will be from the Solid Waste Fund (Account 520.40.4310.65550) with a budget of $283,900, and a YTD balance of $177,983. As was done with the last recycling truck purchased and due to the long time to build the truck, the chassis will be paid out of the FY 2020 budget and the remainder will be from the FY 2021 budget.
   
   **For Action**
   Approval of the Replacement of One Public Works Agency Refuse Vehicle from National Fleet Auto Group
A4. **Approval of Contract Award for the Green Bay Road Bioswale Planting Project with Nature’s Perspective Landscaping, Inc.**

Staff recommends the City Manager execute a contract for the Green Bay Road Bioswale Planting project with the low bidder, Nature’s Perspective Landscaping, Inc., (2000 Greenleaf St., Evanston, IL, 60202) in the amount of $58,640. Funding for this project is included in the adopted FY 2020 Capital Improvements Fund budget (Account 415.49.4116.65515-416540), which has a total allocation of $75,000.00, with the full balance available.

**For Action**

Approval of Contract Award for the Green Bay Road Bioswale Planting Project with Nature’s Perspective Landscaping, Inc.

A5. **Approval of Contract Award with Pan-Oceanic Engineering Co, Inc. for 2020 Water Main Improvements and Street Resurfacing Project (Bid No. 20-06)**

Staff recommends the City Council authorize the City Manager to execute an agreement with Pan-Oceanic Engineering Co, Inc. (6436 W. Higgins Avenue, Chicago, IL 60656) for the 2020 Water Main Improvements and Street Resurfacing Project (Bid No. 20-06) in the amount of $3,053,230. Funding is provided from the Water Fund, which has an approved FY 2020 budget of $2,466,000 and a YTD balance of $2,466,000; the Sewer Fund, which has an approved FY 2020 budget of $580,000 and a YTD balance of $580,000; and the 2020 GO Bond Fund, which has an approved FY 2020 budget of $152,000 and a YTD balance of $152,000. A detailed summary is included in the memo below.

**For Action**

Approval of Contract Award with Pan-Oceanic Engineering Co, Inc. for 2020 Water Main Improvements and Street Resurfacing Project (Bid No. 20-06)
A6. Approval of the Purchase of Timekeeping Software and Time Clocks with Tyler Technologies

Staff recommends City Council authorize the City Manager to amend the current services agreement with Tyler Technologies (P.O. Box 203556, Dallas TX 75320) for the purchase of time clocks and timekeeping software in an amount not to exceed $45,092. Funding for this purchase will come from the following accounts: General Fund (100.19.1932.64545 Personal Computer Software, 100.19.1929.62274 Test Administration, 100.40.4105.65620 Office Mach. & Equipment); Water Fund (510.40.4200.65070 Office/Other Equipment, 510.40.4225.62340 IT Computer Software); and Fleet Fund (600.19.7710.62245 Office Equipment Maintenance).

For Action
Approval of the Purchase of Timekeeping Software and Time Clocks with Tyler Technologies

A7. Approval of Contract Award with Hey and Associates, Inc. for Stormwater Master Plan (RFP 19-68)

Staff recommends the City Council authorize the City Manager to execute an agreement with Hey and Associates, Inc. (26575 W. Commerce Drive, Suite 601 Volo, IL 60073) for the Stormwater Master Plan (RFP 19-68) in the amount of $590,832.51. The project will be funded from the Sewer Fund (Account No. 515.40.4531.62180), which has an approved FY 2020 budget of $300,000 and FY 2021 budget of $300,000, all of which is remaining.

For Action
Approval of Contract Award with Hey and Associates, Inc. for Stormwater Master Plan (RFP 19-68)

A8. Approval of Evanston Cradle to Career Annual Payment

Staff recommends City Council authorize the City Manager to execute a payment of $50,000 to support the ongoing efforts of Evanston Cradle to Career located at 2010 Dewey Ave., Evanston, Ill 60201. The funding for the annual support is in account 100.30.3005.62647 which has a budget of $50,000 with a current balance of $50,000.

For Action
Approval of Evanston Cradle to Career Annual Payment
A9. **Approval of Funding for the Demolition of a Residential Structure at 1239 Leon Street**

Staff recommends City Council authorize the City Manager to execute an agreement with MBR Wrecking, Inc. and ECOPRO Plumbing & Environmental, Inc. for the asbestos remediation and demolition of a vacant, structurally unsafe residential structure located at 1239 Leon Street, Evanston. The cost for the demolition will be is $48,900 which includes disconnection of the water and sewer services, asbestos remediation of the windows, demolition of structure, removal and backfill of the foundation and regrade/seed of the site. The cost of the demolition will be paid with grants provided by the Abandoned Residential Property Municipality Relief Grant from the Illinois Housing Development Authority (IHDA). Funds shall be used by May, 2020 per agreement with IDHA. Funding will be provided from the IL Vacant Expense Line Item (Account 100.24.2435.62469).

**For Action**

**Funding Approval for the Demolition of a Residential Structure at 1239 Leon Street, Evanston**

A10. **Resolution 37-R-20, Authorizing the Mayor to Sign the Local Public Agency Agreement and City Manager to Sign a Preliminary Engineering Agreement with the Illinois Department of Transportation & Stanley Consultants Inc. for Federal Participation for the Ridge Avenue Traffic Signals Improvement Project**

Staff recommends City Council adoption of Resolution 37-R-20, Authorizing the Mayor to Sign the Local Public Agency Agreement and City Manager to Sign a Preliminary Engineering Agreement with the Illinois Department of Transportation & Stanley Consultants, Inc. for Federal Participation for the Ridge Avenue Traffic Signals Improvement Project. Funding is provided by the Highway Safety Improvement Program (HSIP) Grant Funds in the amount of $138,380 and the City’s Capital Improvement Fund, 2019 General Obligation Bond Funds (415.40.4119.62145 - 419008) in the amount of $47,603, which has an FY 2020 balance of $175,000, and a YTD balance of $175,000.

**For Action**

**Resolution 37-R-20, Authorization for Federal Participation for the Ridge Avenue Traffic Signals Improvement Project**

A11. **Resolution 38-R-20, Establishing Limits on Third-Party Food Delivery Service Fees**

Staff recommends City Council adoption of Resolution 38-R-20, Establishing Limits on Third-Party Food Delivery Service Fees.

**For Action**

**Resolution 38-R-20, Establishing Limits on Third-Party Food Delivery Service Fees**
A12. Resolution 39-R-20, Reimbursement of Expenditures from General Obligation Bond Issuance

Staff recommends City Council adoption of Resolution 39-R-20, authorizing payments relating to FY 2020 Capital Improvement Plan (C.I.P.) project expenditures up to fifteen million, five hundred and fifty thousand dollars ($15,000,000) be reimbursed by the subsequent 2020 General Obligation (G.O.) bond issuance. Capital projects will be funded by future bond proceeds.

For Action
Resolution 39-R-20, Reimbursement of Expenditures from General Obligation Bond Issuance

A13. Ordinance 53-O-20, Amending City Code Title 9, Chapter 4 "Dogs, Cats, Animals and Fowl" to Define "Animal Care Facility," "Animal Rescue Organization," and "Pet Store"

Staff recommends City Council adoption of Ordinance 53-O-20, Amending City Code Title 9, Chapter 4 "Dogs, Cats, Animals and Fowl" to Define "Animal Care Facility," "Animal Rescue Organization," and "Pet Store." Staff requests suspension of the rules for Introduction and Action at the April 27, 2020 City Council meeting.

For Introduction and Action
Ordinance 53-O-20, Amending City Code Title 9, Chapter 4 "Dogs, Cats, Animals and Fowl" to Define "Animal Care Facility," "Animal Rescue Organization," and "Pet Store"

A14. Ordinance 54-O-20, Amending Portions of the City Code “Powers and Duties,” to Include Pandemics and a Penalty Section for Failure to Comply with Public Health Orders

Staff recommends City Council adoption of Ordinance 54-O-20, amending portions of the City Code "Powers and Duties" to include pandemics and a penalty section for failure to comply with public health emergency orders. Staff requests suspension of the rules for Introduction and Action at the April 27, 2020 City Council meeting.

For Introduction and Action
Ordinance 54-O-20, Amending Portions of the City Code “Powers and Duties,” to Include Pandemics
A15. **Ordinance 41-O-20, Amending City Code Section 7-4-1 "Permit Required, Fees, Bonds" to Designate the Public Works Director as the Approval Authority for Excavations and Restrict Excavations in Winter Months**

Staff recommends City Council adoption of Ordinance 41-O-20, Amending City Code Section 7-4-1 "Permit Required, Fees, Bonds" to Designate the Public Works Director as the Approval Authority for Excavations and Restrict Excavations in Winter Months.

**For Action**
Ordinance 41-O-20, Amending City Code Section 7-4-1 to Designate Approval Authority for Excavations

(IX) **CONSENT AGENDA - PLANNING & DEVELOPMENT COMMITTEE - ALDERMAN RAINEY**

P1. **Ordinance 47-O-20, Amendments to Design and Project Review Committee**

Staff recommends City Council adoption of Ordinance 47-O-20 with changes to the City Code regarding the membership of the Design and Project Review Committee (DAPR).

**For Action**
Ordinance 47-O-20, Amendments to Design and Project Review Committee - Attachment - Pdf

P2. **Ordinance 49-O-20, Special Use for a Planned Development and Drive-Through Facility for a Financial Institution at 605 Davis Street**

The Plan Commission and staff recommend adoption of Ordinance 49-O-20 for approval of a Special Use for a Planned Development and drive-through facility for a financial institution. The proposal includes the following Site Development Allowances: 1.) FAR of 13.02 where 4.5 is allowed and 8.0 may be requested as a maximum Site Development Allowance, 2.) Proposed building height of 220 feet where 85 feet (excluding parking) is allowed and 220 may be requested as a Site Development Allowance, 3.) 39 parking spaces where 420 are required, 4.) A 15-foot Ziggurat setback is proposed at 29 foot height along Davis where a 40-foot Ziggurat setback is required above 42-foot height, 5.) A 0-foot Ziggurat setback is proposed along the east interior lot line at 29-foot height where a 25-foot Ziggurat setback is required above 42-foot height, and 6.) A 0-foot Ziggurat setback is proposed along the west interior side lot line at 29-foot height where a 25-foot Ziggurat setback is required above 42-foot height.

**For Action**
Ordinance 49-O-20, Special Use for a Planned Development and Drive-Through Facility for a Financial Institution at 605 Davis Street
P3. **Ordinance 52-O-20, Special Use for a Planned Development located at 1555 Ridge Avenue**

The Plan Commission and staff recommend adoption of Ordinance 52-O-20 for approval of a Special Use for a Planned Development. The proposal includes the following Site Development Allowances: 1.) A 3’ setback along the north property line where 15’ is required for dwelling units, 2.) No landscaping where a 10’ transition landscaped strip is required along the north property line, and 3.) A 10’ X 25’ loading space with 1.5’ rear yard setback where a 10’ X 35’ loading space with a 3’ rear yard setback is required. The project was presented to the Planning and Development Committee on April 13, 2020. After some discussion, the Committee voted to introduce the item to City Council with the amendment of removing the ground floor unit to add in four additional parking spaces and enable the building owner to lease unused parking spaces to the public. The ordinance and summary below reflects these changes.

**For Action**

*Ordinance 52-O-20, Special Use for a Planned Development located at 1555 Ridge Avenue*

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(X) **CONSENT AGENDA - HUMAN SERVICES COMMITTEE - ALDERMAN REVELLE**

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HS1. **Ordinance 32-O-20, Amending City Code Title 3 to Restrict the Sale and Adoptions of Cats, Dogs and Rabbits**

Staff recommends adoption of Ordinance 32-O-20, approving restrictions on the sale and adoption of cats, dogs, and rabbits in Evanston.

**For Action**

*Ordinance 32-O-20, Amending City Code Title 3 to Restrict the Sale and Adoptions of Cats, Dogs and Rabbits*

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(XI) **CALL OF THE WARDS**

(Aldermen shall be called upon by the Mayor to announce or provide information about any Ward or City matter which an Alderman desires to bring before the Council.) {Council Rule 2.1(10)}

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(XII) **EXECUTIVE SESSION**

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(XIII) **ADJOURNMENT**
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<tr>
<td>5/1/2020</td>
<td>12:00PM</td>
<td>Reparations Subcommittee - CANCELLED</td>
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<td>5/4/2020</td>
<td>7:00PM</td>
<td>Human Services Committee</td>
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<td>5/7/2020</td>
<td>7:00PM</td>
<td>Housing &amp; Homelessness Commission</td>
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<td>5/11/2020</td>
<td>6:00PM</td>
<td>Administration &amp; Public Works/Planning and Development/City Council</td>
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<td>5/13/2020</td>
<td>7:00PM</td>
<td>Affordable Housing Plan Steering Committee</td>
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<td>Emergency Telephone Board System Committee</td>
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