

ADMINISTRATION & PUBLIC WORKS COMMITTEE

Monday, January 22, 2024 @ 5:00 PM

Lorraine H. Morton Civic Center, James C. Lytle City Council Chambers, Room 2800

**COMMITTEE MEMBERS PRESENT:** Councilmembers Jonathan Nieuwsma, Clare Kelly, Harris, Krissie Harris, Bobby Burns (arrived at 5:37 PM)

**COMMITTEE MEMBERS ABSENT:** Councilmember Devon Reid

**STAFF PRESENT:** Edgar Cano, Director of Public Works, Darrell King, Water Production Bureau Chief, Audrey Thompson, Director of Parks & Recreation, and Luke Stowe, City Manager

(I) **CALL TO ORDER – COUNCILMEMBER BURNS:**

Councilmember Nieuwsma serving as Chair in lieu of Councilmember Burns declared a quorum and called the meeting to order at 5:09 PM.

(II) **APPROVAL OF MINUTES OF REGULAR ADMINISTRATION & PUBLIC WORKS COMMITTEE MEETING:**

M1. **Approval of the Minutes of the Administration & Public Works Committee Meeting of January 8, 2024**

Staff recommends approval of the minutes of the Administration & Public Works Committee meeting of January 8, 2024.

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved 3-0**

(III) **PUBLIC COMMENT**  
Mary Rosinski - A12

(IV) **CONSENT CALENDAR**

A1. **Approval of the City of Evanston Payroll, Bills List, and Credit Card Activity**

Staff recommends City Council approval of the City of Evanston Payroll for December 18, 2023, through December 31, 2023, in the amount of \$3,538,860.34. Bills List for January 23, 2024, FY23, for \$3,397,612.74, January 23, 2024, FY24 for \$3,356,436.43, and credit card activity period ending November 26, 2023.

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

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 November 26, 2023, for \$11,067.40.

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A3. **Approval of Payment for Purchase AirPak 15 Monitor from Stryker Corporation**

Staff recommends the City Council authorize the City Manager to approve the payment for one (1) LikePak 15 Defibrillator and Monitor for the new Fire Engine No. 23 from Stryker Corporation (2528 Airview Boulevard, Kalamazoo, MI 49002) in the amount of \$30,878,77. *A sole-source purchase requires 2/3 vote of the Councilmembers.*

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A4. **Approval of ALS360 Contract for 10-Year Lease of Medical Equipment from Stryker Corporation**

Staff recommends the City Council authorize the City Manager to approve a 10-year ALS360 contract to lease medical equipment from Stryker Corporation (2528 Airview Boulevard, Kalamazoo, MI 49002) for \$298,670.24 per year. *A sole-source purchase requires 2/3 vote of the Councilmembers.*

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A5. **Approval of Sole Source Contract with Evanston Soccer Association**

Staff recommends that the City Council authorize the City Manager to execute a sole source agreement with Evanston Soccer Association (1801 Main St, Evanston, IL 60202) through December 31, 2026, for instruction of soccer classes and outdoor soccer camps. *A sole-source purchase requires two-thirds (2/3) vote of the Council members.*

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A6. **Approval of a Sole-Source Contract with Data Transfer Solutions, LLC for the FY 2024 VueWorks Asset Management System Annual Maintenance and Hosting Services**

Staff recommends that the City Council authorize the City Manager to execute a sole-source agreement with Data Transfer Solutions, LLC (3680 Avalon Park Blvd. E, Suite 200, Orlando, FL. 32828) for the period of February 1, 2024, to January 31, 2025, to provide annual maintenance and hosting services in the not-to-exceed amount of \$32,000.00. *A sole source purchase requires 2/3 vote of the Councilmembers.*

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A7. **Approval of FY 2024 Estimated Annual User Charge with the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for Disposal of Sludge Generated as Part of the Water Treatment Process**

Staff recommends that the City Council approve payment of the estimated annual user charge for 2024 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 of \$151,548.27. Four payments of \$37,887.07 will be made beginning in February 2024 and ending in November 2024.

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A8. **Approval of a One-Year Extension to the Contract with Backflow Solutions Incorporated for Cross-Connection Control Management Program Services (RFP 19-61)**

Staff recommends the City Council authorize the City Manager to execute a one-year extension to the contract with Backflow Solutions Incorporated (12609 South Laramie Ave, Alsip, Illinois 60803) for the period of February 28, 2024, to February 28, 2025, to provide Cross-Connection Control Management Program services in the not-to-exceed amount of \$47,700.00.

Moved by Councilmember Kelly  
Seconded by Councilmember Harris

Councilmember Kelly asks when does a contract extension become a sole source purchase.

Darrell King explains the agreement and the options to renew or extend and that it is not necessarily a sole source and that this is common.

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved 3-0**

A9. **Approval of Contract Amendment No. 1 to the Agreement with MKSK, Inc. for the Beck Park Expansion Project (RFQ 22-31)**

Staff recommends the City Council authorize the City Manager to execute Contract Amendment No. 1 to the agreement with MKSK, Inc. (200 S. Meridian Street, Indianapolis, IN 46225) for the Beck Park Expansion Project (RFQ 22-31) in the amount of \$193,663.00. This modifies the existing contract amount from \$105,111.00 to \$298,774.00. This amendment includes a time extension of 611 calendar days, extending the contract completion date from April 30, 2023, to December 31, 2024.

Moved by Councilmember Kelly  
Seconded by Councilmember Harris

Councilmember Kelly requests that funds not be referred to as bonds when bonds were not issued and that the funding source be called something else.

Lara Biggs explains that the funding source has not been renamed because there is a need to track it for the auditors and that if there is a designated council action that changes the name of the funding source then it can be called something else and it can be followed through with the auditors.

Councilmember Nieuwsma shares his concerns on pre-construction expenses.

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved 3-0**

A10. **Approval of Change Order No. 6 to the Agreement with Stantec Consulting Services for the 1909 Raw Water Intake Replacement (RFP 19-02)**

Staff recommends the City Council authorize the City Manager to execute Change Order No. 6 to the agreement with Stantec Consulting Services, Inc. (350 North Orleans Street, Suite 1301, Chicago, IL 60654) for the 1909 Raw Water Intake Replacement (RFP 19-02) in the amount of \$568,597. This will increase the overall contract amount from \$2,133,453.00 to \$2,702,050.00. This change order includes a time extension of 90 days, extending the contract completion date from December 4, 2024, to March 5, 2025.

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A11. **Resolution 4-R-24, Approving a Plat of Subdivision for 504-514 South Boulevard**

Staff recommends adoption of Resolution 4-R-24 approving a plat of subdivision for 504-514 South Boulevard.

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A12. **Resolution 7-R-24 Authorizing the City Manager to Negotiate and Execute a Contract for the Purchase of Real Property Located at 430 Asbury in an amount not to exceed \$2,600,000**

Staff seeks adoption of Resolution 7-R-24, Authorizing the City Manager to Execute a Contract for the Purchase of Real Property Located at 430 Asbury in the amount of \$2,600,000.

Moved by Councilmember Kelly  
Seconded by Councilmember Harris

Councilmember Kelly states her objections to the resolution.

Councilmember Kelly makes a motion to refer this back to the Finance & Budget

Committee and to the Parks & Recreation Board. The motion fails for a lack of a second.

Further discussion ensues.

Ayes: Councilmembers Burns and Harris

Nays: Councilmembers Nieuwsma and Kelly

**Advanced to Council with a neutral recommendation 2-2**

A13. **Resolution 8-R-24, Approving the Settlement and Release in Eytan v. City of Evanston, 2022 L 8119**

Staff recommends approval of 8-R-24, authorizing the City of Evanston to issue a settlement payment pursuant to a settlement agreement and release in Alyse Eytan v. City of Evanston (Case No. 2022 L 8119).

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A14. **Ordinance 3-O-24, "Establishing Special Service Area No. 10 in the City of Evanston"**

Economic Development staff recommends City Council adoption of Ordinance 3-O-24, "Establishing Special Service Area Number 10 in the City of Evanston." The Special Service Area Number 10 (SSA No. 10) is intended to provide marketing as well as aesthetic and streetscape improvements, such as signage, lighting, and landscaping for the Howard Street commercial corridor. The ordinance establishes the geographic boundaries, duration, and tax cap for SSA No. 10. *Councilmember Reid recommends suspending the City Council rules for introduction and action at the January 22, 2024, City Council meeting.*

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A15. **Ordinance 4-O-24, "Tax Levy for Special Service Area No. 10"**

Staff recommends City Council adoption of Tax Levy Ordinance 4-O-24, which levies the annual property tax for proposed Special Service Area No. 10 in the amount of \$92,624 (\$95,403 as extended, including a loss factor of 3%).

*Councilmember Reid recommends suspending the City Council rules for introduction and action at the January 22, 2024 City Council meeting.*

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A16. **Ordinance 12-O-24, Authorizing the Sale Of City-Owned Real Property at 504 South Boulevard**

Staff recommends that the City Council adopt Ordinance 12-O-24, authorizing the City Manager to execute a sale contract for City-owned real property located at 504 South Boulevard to be redeveloped as affordable housing. *A two-thirds majority is required for adoption of this ordinance.*

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A17. **Ordinance 20-O-24, Amending City Code Section 3-4-6(D) to Increase the Number of Class D Liquor Licenses from 76 to 77 for Peckish Pig, 623 Howard Street**

The Liquor Control Review Board recommends City Council approval of Ordinance 20-O-24 amending City Code Section 3-4-6(D) to increase the number of Class D liquor licenses from 76 to 77 for The Peckish Pig, located at 623 Howard Street. *Councilmember Reid requests suspension of the rules for Introduction and Action at the City Council meeting on January 22, 2024.*

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

A18. **Ordinance 21-O-24, Amending City Code Section 3-4-6(D) to Increase the Number of Class D Liquor Licenses from 77 to 78 for Devil Dawgs Evanston, 921 Church Street**

The Liquor Control Review Board recommends City Council approval of Ordinance 21-O-24 amending City Code Section 3-4-6(D) to increase the number of Class D liquor licenses from 77 to 78 for Devil Dawgs Evanston,

located at 921 Church Street. *Councilmember Harris requests suspension of the rules for Introduction and Action at the City Council meeting on January 22, 2024.*

Moved by Councilmember Harris  
Seconded by Councilmember Kelly

Ayes: Councilmembers Nieuwsma, Kelly, and Harris

**Approved on Consent 3-0**

**(V) ADJOURNMENT**  
Meeting adjourned at 5:45 PM