

**PUBLIC WORKS COMMITTEE MEETING
MONDAY, APRIL 15, 2024 – 5:00 P.M.
CITY HALL – UPSTAIRS CONFERENCE ROOM
MINUTES**

I. ROLL CALL/CALL TO ORDER

Chairman Goshgarian called the meeting to order at 5:30 P.M. Aldermen Eileen Looby Weber and Ted Notz were in attendance.

Staff attending the meeting included Michael Thomas, Director of Public Works; Byron Kutz, Superintendent of Engineering; Dan Martin, Superintendent of Public Works; Chuck Myers Superintendent of Parks & Forestry and Jim Lockefer, Assistant Director of Public Works.

II. NEW BUSINESS / ACTION ITEMS

1. APPROVAL OF THE APRIL 1, 2024, PUBLIC WORKS COMMITTEE MEETING MINUTES

Alderman Weber moved to approve the April 1, 2024, Public Works Committee meeting minutes. Alderman Notz seconded the motion, which carried unanimously.

2. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF ENGINEERING DESIGN SERVICES FOR THE CEMETERY RAVINE PROJECT – CHUCK MYERS




Superintendent Myers reviewed the below summary presentation slide on the topic.

CEMETERY RAVINE DESIGN

- Project includes ravine work within the Cemetery bounded by private property to the north, Lake Michigan to the east, and the Cemetery to the south
 - Much of the area has a concrete lined channel that is undermined by erosion caused by flows under the concrete
 - Erosion and undercutting has accelerated in recent years and design for ravine stabilization is needed
- Staff initiated RFP process; four proposals received

Firm	Bid \$
Living Waters Consultants	\$49,750
Hey and Associates, Inc.	\$64,495
GZA GeoEnvironmental	\$69,955
Gewalt Hamilton Associates	\$78,400

 - Budget: \$75,000 – Cemetery Fund
- Staff reviewed proposals in detail; completed a follow up meeting with Living Waters Consultants confirming project scope understanding. Living Waters has significant ravine design project experience, including design with the City at the Cemetery ravine
- Project construction anticipated to occur Summer or Fall 2025
- **Action requested: PW Committee recommends City Council award design engineering services for the Cemetery Ravine Project to Living Waters, and authorize the City Manager to execute an agreement in the amount of \$49,750, to include a 5% contingency in the amount of \$2,400 for a total cost of \$52,150**



Alderman Notz moved to recommend to City Council award design engineering services for the Cemetery Ravine Project to Living Waters and authorize the City Manager to execute an agreement in the amount of \$49,750, to include a 5% contingency in the amount of \$2,400 for a total cost of \$52,150. Alderman Weber seconded the motion, which carried unanimously.

Superintendent Myers reviewed the below summary presentation slides on the topic.

WALDEN RAVINE DESIGN

The Committee and City staff discussed the City's process to engage private property owners, the impacts of our project as it relates to downstream private properties, the surveying of the City's ravine project area, and the City's ownership of the parcel and if vacation of the property is an option.

Alderman Weber moved to recommend to City Council award design engineering services for the Walden Ravine Project to Hey and Associates, Inc., and authorize the City Manager to execute an agreement in the amount of \$119,000 to include 5% contingency in the amount of \$5,595 for a total cost of \$124,595. Alderman Notz seconded the motion, which carried unanimously.

4. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF ENGINEERING DESIGN SERVICES FOR THE WEST PARK TENNIS COURT RECONSTRUCTION PROJECT – CHUCK MYERS

Superintendent Myers reviewed the below summary presentation slide on the topic.

WEST PARK TENNIS COURT RECONSTRUCTION DESIGN SERVICES

- Design services for complete reconstruction of four tennis courts that are currently in poor condition, with many large structural cracks and an uneven surface
 - Reconstruction will include removal of asphalt surface, examination of the base materials for suitability, realignment of courts to meet USTA standards, application of a new surface, installation of new net posts, application of acrylic color surface and lines, and fence replacement
 - The base surface will be designed for two possible bid options - one with asphalt and one with post-tensioned concrete
- Staff initiated RFP process; six proposals received

Firm	Bid \$
Kapur & Associates	\$22,650
GSG Consultants	\$33,860
Gewalt Hamilton Associates	\$43,900
Hitchcock Design Group	\$46,800
Context Design	\$116,500
Senga Architects	\$190,000
- Staff reviewed proposals in detail; completed a follow up meeting with Kapur that confirmed project scope understanding. Kapur has extensive tennis court design experience
- Action requested: PW Committee recommends City Council award design engineering services for West Park Tennis Court Design to Kapur & Associates., and authorize the City Manager to execute an agreement in the amount of \$22,650, to include a 10% contingency in the amount of \$2,200 for a total cost of \$24,850**




The Committee and City staff discussed the proposals received, the post-tension concrete bid option, and the existing City tennis court inventory and USTA standards.

Alderman Notz moved to recommend to City Council award design engineering services for West Park Tennis Court Design to Kapur & Associates and authorize the City Manager to execute an agreement in the amount of \$22,650, to include a 10% contingency in the amount of \$2,200 for a total cost of \$24,850. Alderman Weber seconded the motion, which carried unanimously.

III. FY '25 CIP PROJECT SCHEDULE

The Committee and City staff discussed the below summary presentation slides on the topic.

CIP PROJECT SUMMARY CHART – CAPITAL FUND				
Project	Asset Category	% Complete	Project Timeline	Notes
Annual Pavement Resurfacing & Patching Program	Road	0%	May – August	Bids received 3/28/24. Seeking PWC review on 4/1/24 and CC bid approval on 4/15/24.
Crack Sealing Program	Road	0%	Fall 2024	Seeking PWC review on 4/15/24 and CC bid approval on 5/6/24.
Concrete Streets Repair	Road	0%	June – August	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24.
Annual Longline Striping Program	Road	0%	August – September	Seeking PWC review on 6/3/24 and CC approval on 6/17/24.
Waukegan & Everett Intersection (Land Acquisition)	Road	5%	2024	City selected for STP-Shared grant for land-acquisition on 12/1/23, coordination is ongoing.
Waukegan & Westleigh Intersection (Land Acquisition)	Road	15%	2024	ROW material provided to both City and School District; coordination and approval process underway.
Westleigh Resurfacing (41-Western) Phase I Design	Road	0%	TBD	Seeking PWC review on 6/17/24 and CC approval on 7/15/24. Project was not awarded grant funding but placed on contingency list.
Deerpath Intersection Traffic Light/Crossing Improvements	Road / Sidewalk	0%	June – Early August	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24. Work to occur when schools are on summer break.
Concrete Sidewalk/Curb Replacement	Road / Sidewalk	0%	June – August	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24.
Whispering Oaks Sidewalk Connections (SRTS) Design PH 2	Sidewalks	10%	Fall 2024	Phase I design approval received, Phase II design began early 2024.
Gas Light Conversion Program	Parkway	5%	Spring – Fall	2024 conversions underway. Three lights completed on Sheridan. Current focus is on six lights on Waveland and Hilldale.
McClory Bike Path Resurfacing (Ryan to Illinois)	Path	0%	Summer 2024	Seeking PWC review on 5/20/24 and CC bid approval on 6/3/24. Staff rebidding to include Ryan & Westleigh based on available budget.

Highlighted projects represents the project was updated since the April 1, 2024, PW Committee meeting

CIP PROJECT SUMMARY CHART – CAPITAL FUND				
Project	Asset Category	% Complete	Project Timeline	Notes
Deerpath Streetscape – Design PH 2	Streetscape	55%	Summer / Fall 2024	Phase II design progressing. Construction anticipated to begin Spring 2025.
CBD Infrastructure Improvements Evaluation	Streetscape	70%	Spring 2024	Second staff coordination meeting with engineering firm occurred on April 9; Engineering firm developing draft report (expected within next four weeks).
CBD Infrastructure Improvements – Design	Streetscape	0%	June – October	Subject to project scope being defined in Spring 2024.
McLennon-Reed Bridge Repairs – Design	Bridge	90%	Winter 2024	Design progressing.
McLennon-Reed Bridge Repairs – Construction	Bridge	0%	January 2025 – June 2025	Staff intends to align construction with Lake-Woodbine Bridge Project to minimize overall construction impacts to Lake Road residents.
Lake-Woodbine Bridge Reconstruction – Design PH 2	Bridge	90%	Summer 2024	Phase II design underway and progressing.
Lake-Woodbine Bridge Reconstruction – Construction	Bridge	0%	December 2024 – September 2025	Working towards bidding with State's bid process for August 2024.
2024 Bridge Inspections	Bridge	0%	May	Inspections anticipated to start May.
Ringwood Bridge Replacement Phase I Design	Bridge	0%	2024 – 2025	Seeking PWC review on 5/20/24 and CC approval on 6/3/24.
Elawa Parking Lot Resurfacing and Expansion – Construction	Parking Lot	25%	April – May	Construction began 4/8/24 and anticipated to be completed by early May.
ADA Transition Plan	Facilities / Right of Way / Parks	65%	April	Facility visits completed. First draft of plan in completed. Staff review underway.

Highlighted projects represents the project was updated since the April 1, 2024, PW Committee meeting

CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Gorton Community Center Patio & Drop in Center	Facility	5%	May – August	Staff presented project to HPC; project returned to HPC and was approved. Construction bid documents being developed.
Public Safety Water Cooled Chiller Replacement	Facility	75%	April - May	Project underway with anticipate completion in May.
North Beach Building & Pavilion Roof Replacement	Facility	5%	September – October	Seeking PWC bid review on 6/3/24 and CC bid approval on 6/17/24. Construction to occur after Labor Day.
Grove Campus Roof Replacements	Facility	10%	April – May	CC bid approval on 2/20/24. Work to begin in late-April and estimated completion is late May.
Rec Center HVAC Replacements (RTUs)	Facility	0%	June – July 2024	Seeking PWC review on 6/3/24 and CC approval on 6/17/24.
Forest Park Bluff Slope Stabilization	Forest Park / Beach	90%	September 5, 2023 – March 2024	Construction began 9/5/23. Substantially complete with remaining restoration following boardwalk construction.
Forest Park Boardwalk	Forest Park / Beach		March – May 2024	Boardwalk Project: Construction to begin late May/early June per 4/1/24 CC discussion.
Sailboat Compound Expansion	Forest Park / Beach	10%	Spring 2024	Construction to occur after boardwalk landscape installation is complete.
Beach Restoration (Sand Replenishment)	Forest Park / Beach	0%	September – November 2024	Seeking PWC review on 7/15/24 and CC approval on 8/5/24.

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CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Tennis Surface Maintenance (Northcroft/Waveland/Everett)	Parks	0%	TBD	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24.
West Park: Tennis Court Design	Parks	0%	May – September	Seeking PWC review on 4/15/24 and CC bid approval on 5/6/24.
West Park: Tennis Court Construction	Parks	0%	TBD	Seeking PWC review on 8/5/24 and CC approval on 9/3/24.
Northcroft Park: Handball Courts Installation	Parks	0%	Fall 2024	Seeking PWC review on 6/17/24 and CC approval on 7/15/24
Cemetery Ravine Restoration – Design	Ravine	0%	May – September	Seeking PWC bid review on 4/15/24 and CC bid approval on 5/6/24.
Walden Ravine Bed Restoration – Design	Ravine	0%	May – September	Seeking PWC bid review on 4/15/24 and CC bid approval on 5/6/24.
Seminary Ravine Improvements Construction	Ravine	0%	TBD	City obtaining approximately \$1 million in federal grant funding. Project construction schedule is subject to EPA grant administering timeline.
Annual Storm Sewer Lining Program	Storm Sewer	5%	Fall 2024	Construction anticipated Fall 2024.
Ahwahnee Road Storm Sewer Upgrade Design	Storm Sewer	85%	Fall 2024	Design progressing.
Ahwahnee Road Storm Sewer Upgrade Construction	Storm Sewer	0%	December 2024 – Spring 2025	Pending possible grant announcement from SMC this Spring 2024.
Scott-Wisconsin and Griffith-Woodland Storm Sewer Improvement Design	Storm Sewer	5%	May – September	Seeking PWC review on 4/1/24 and CC bid approval on 4/15/24.
Stormwater Management Study Update	Storm Sewer	0%	May – September	Seeking PWC review on 4/15/24 and CC bid approval on 5/6/24.

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CIP PROJECT SUMMARY CHART – WATER FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Membrane Module Replacement	Water	0%	Fall 2024	Seeking PWC review on 6/17/24 and CC approval on 7/15/24.
Water Meter Replacement Project Design	Water	90%	Summer 2024	Vendor demos completed. Technical Report completed. Project will bid out this spring for five-year procurement pricing.
Water Meter Replacement Purchase & Installation	Water	0%	TBD	Seeking PWC review on 7/15/24 and CC approval on 8/5/24.
Pump VFD Upgrade (2 Year)	Water	95%	May	First year contract completed; second year VFDs to be completed by May 2024.
Water Plant Intake Cleaning	Water	0%	May 2024	Work to be completed early May 2024.
Watermain Replacements (Field/Spring/Mayflower) & Valve Repairs	Water	0%	Summer – Fall 2024	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24.
Elevated Tank Painting	Water	0%	June – September	Seeking PWC review on 5/17/24 and CC bid approval on 7/15/24.
Annual Sanitary Sewer Lining Program	Sanitary	5%	Fall 2024	Construction anticipated Fall 2024.
Dye Testing	Sanitary	90%	Spring – Summer 2024	Dye testing fieldwork complete and now awaiting report.
Manhole Lining and I&I Repairs	Sanitary	0%	Summer – Fall 2024	Seeking PWC review on 5/6/24 and CC bid approval on 5/20/24.

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The Committee and City staff did not have further discussions on this option.

IV. PUBLIC COMMENT

There was no Public Comment.

V. NEXT MEETING – MAY 6, 2024

Director Thomas explained that he will follow up with the Committee via email to schedule the next meeting. He explained that the next meeting was going to be scheduled for May 6, 2024.

VI. ADJOURNMENT

Alderman Notz moved to adjourn the meeting of the Public Works Committee at 6:03 P.M. Alderman Weber seconded the motion, which carried unanimously.

Respectfully submitted,

Jim Lockfeer Jr.
Assistant Director of Public Works