HUMAN SERVICES COMMITTEE
Monday, March 3, 2014
7:30 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Council Chambers

AGENDA

I. CALL TO ORDER / DECLARATION OF QUORUM

II. APPROVAL OF MEETING MINUTES OF FEBRUARY 3, 2014

   Citizen Comments

III. ITEMS FOR DISCUSSION

IV. TOWNSHIP OF EVANSTON
   HHT1 Assessor Bonnie Wilson’s Report
   HHT2 Update from Acting Township Supervisor
   HHT3 Township Monthly Bills

V. ITEMS FOR CONSIDERATION
   HH1 Review of December and January Police Complaints
   HH2 Noyes Tenants and Arts Council Joint Recommendation
   HH3 Extension of Service Agreement with Presence Health for Mental Health Crisis Intervention and Community Outreach Services
   HH4 Torrens Grant Expenditures
   HH5 Report of Subcommittee on Operation of Evanston Animal Shelter and City Affiliation with the Community Animal Rescue Effort (C.A.R.E.)

VI. COMMUNICATION

VII. ADJOURNMENT

Order & Agenda Items are subject to change. Information about the Human Services Committee is available at: www.cityofevanston.org/humanservices. Questions can be directed to Joe McRae Deputy City Manager at 847-448-8267.

The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact the Facilities Management Office at 847-859-7886(Voice) or 847-448-8064 (TTY).
AGENDA

I. CALL TO ORDER / DECLARATION OF QUORUM
With a quorum present, Madam Chair Holmes called the meeting to order at 6:11 p.m.

II. APPROVAL OF MEETING MINUTES OF DECEMBER 2, 2013
Alderman Fiske moved approval. Alderman Tendam seconded. A voice vote was taken to approve the November 4, 2013 minutes and it was approved 6-0.

III. ITEMS FOR DISCUSSION

IV. TOWNSHIP OF EVANSTON
HHT1 Assessor Bonnie Wilson’s Report
Assessor Wilson’s Report is included as Attachment 1.

HHT2 Township Monthly Bills
Alderman Grover moved approval. Alderman Braithwaite seconded. A voice vote was taken to approve the Township Monthly Bills and it was approved 6-0.

V. ITEMS FOR CONSIDERATION
HH3 Harley Clarke Mansion

Citizens Comments.
Ms. Norah Diedrech, Executive Director for Evanston Art Center, referred to two documents that were included in the packet. The first was the completed IFF Assessment on 2603 Sheridan Rd which concludes that the facilities, including the coach house, will be inadequate for an expanded city arts program that the Evanston Art Center is looking to develop and implement. The second document in the packet is the EAC’s plan for the creative regeneration. There are a list of programs that were included that are unique and not offered elsewhere.
In light of what the EAC would like to provide for the community it will not be possible within the footprint and configuration of the building at 2603 Sheridan Rd. The EAC Board of Trustees has determined that the total cost for the renovation of $5 million would not make sense.

Ms. Diedrech provided a hard document and asked the Committee to seriously consider the bulleted items. The EAC is requesting to stay in the building for up to 2 years beginning on January 1, 2014. They would agree to pay $111,500 that was identified in the immediate year one section for building code life safety and accessibility improvements in the IFF document. The EAC requested that the City will not trigger the 240 day period in the lease. It would not be an easy move for the EAC. They have tried to find a new space and have not been able to do so in time. They made immediate safety upgrades as soon as possible when the Fire Department came in and they are in compliance. A vote for 240 days would discontinue collaborations prematurely and put people out of work. The EAC put an online petition online Friday night and right before the meeting they had over 1,700 people who have signed.

Several other citizens spoke in favor of extending EAC transition to two years from the Harley Clarke Mansion and several other citizens spoke in favor for moving forward with the IDNR since it seems to be ideally suited for the space and would be financially sustainable.

City Manager, Wally Bobkiewicz, pointed out a couple documents included in the packet among the EAC’s communications which were the letter from the Illinois Department of Natural Resources that reiterated their continue interest in the facility and the lease. For the Committee’s recollection the discussion of the Harley Clarke Mansion started back in the Spring of 2011 and it was determined in July that the City would be looking for another use of the building. It is coming on about three years to find other uses for the building.

Alderman Fiske asked about the fact that the IDNR stated in its letter that they would occupy the building by this Fall. Is that correct?

Mr. Bobkiewicz specified that is what the letter states but the City has not done any additional work with them. Perhaps it could be Fall but probably more likely toward the end of the year. The letter shows their earnestness to move forward with the project.

Alderman Fiske asked if there had been any discussions with the EAC that about a temporary site that would work for them.

Mr. Bobkiewicz stated that based on previous conversations with the EAC that an interim site was not one that they were looking to entertain but rather they would like to go from one permanent site to another. There have not been specific discussions and if there is interest in an interim site then with the help of the Economic Development Staff we would assist with that.

Alderman Grover asked Mr. Bobkiewicz if he gathered a sense of urgency from IDNR if we were to pursue discussions with the IDNR about the use of the building.

Mr. Bobkiewicz gathered from discussion at the community meeting was that IDNR did not seem to think there would be a way to co-exist. If we move forward with the IDNR we should do so in a way that would meet their needs. We have dealt with Harley Clarke for a number of years and we need to make a decision. We need to find a way for EAC to transition out that is respectful to them as well as to move forward with the State.

Alderman Grover shared the thoughts that we have a lease term which provides 240 days or 8 months until October 2014. One could say that the EAC transition began more than 2 years ago and she was fairly certain that the EAC’s strategic planning process had included looking for a new facility for the better part of the past 2 years. There have been other non-profits that have come into Evanston and found space for their needs which have not acquired a long space of time to adapt to their specific needs. She would like to revoke the formal revisions of the lease but with the understanding that we work with EAC to make sure there is a smooth transition. Alderman Grover was hesitant to lose this perspective tenant.
Alderman Tendam stated the question was asked how we got here. Most people know that this has been an unusual journey that we couldn’t have predicted. He believed the Committee and the City put out mixed messages to the EAC. He doesn’t know that much about the IDNR proposal and it sounds interesting but he doesn’t want to risk losing the EAC for a prospect we don’t know that much about. He thought that 240 days was not enough time for the EAC but believed 2 years is too much. He stated that there should be a decision for somewhere in between those timeframes and believes there will be some flexibility. He wants to find a transition that can serve both the EAC and a new tenant.

Alderman Fiske asked if we are not certain that the IDNR is wrapped up then at what point would the clause be acted upon. Could it be at the point, where the IDNR deal is completed, instead of moving forward right now?

Mr. Bobkiewicz indicated that his concern is once the opportunity is in place it would be too much to ask them to wait another 8 months. There are discussions in Springfield about a capital bill that could provide additional funding that a State agency like the IDNR might be eligible for that only come along every few years. They could miss out on that type of funding if there was a further delay.

Alderman Burrus thanked Mr. Bobkiewicz for finding a viable tenant that is willing to upgrade the building in a manner that is safe and pay to rent. She disagreed with Alderman Tendam’s statement about sending the EAC mixed messages. She thought it has been clear from the time she has been on Council which has been about five years that something needed to be done with Harley Clarke. We talked about the RFP process and then when we got bids in we went through those and the EAC has had a very long time to make a decision on what to do. They were looking to move. This wasn’t a big surprise to the EAC because there have been many years of discussion about this. At one point the EAC stated they wanted to leave, and then they wanted to stay and now they want to leave again. We need to move forward because this is about dollars and cents and the viability of having programming for the arts as well as social service agencies. We have to be financially responsible.

Alderman Holmes stated that we need to think about what will happen after 2 years if we were to extend the transition for the EAC. We may not have a viable tenant at that point. She believes that we would have to serve the notice to the EAC first before legally moving forward with negotiations of another tenant. She thought that if the new tenant is willing then we could negotiation to possibly stretch the EAC to a full year or more. She was happy to hear that the IDNR would be taking care of the safety issues since that was a major concern for her. She believed we need to move ahead to do what we can to get additional time for the EAC but in the meantime suggest other spaces for the EAC.

Alderman Grover wants to proceed in parallel by transitioning the EAC and pursue the partnership with the IDNR. She believes the IDNR are reasonable people and we can find a way to make it happen to serve the EAC that will ensure they will be her two years from now and both organizations will be providing great programming for the City.

Alderman Fiske agreed with Alderman Grover especially since the EAC has decided that the facility does not work with them. She wants to work to perhaps provide a temporary space for the EAC if we have to and provide all the support that we can to give them a soft landing.

Alderman Tendam thinks there a lot of potential if it is the IDNR that is selected and comes back with a proposal that we like. He also thinks there is a lot of flexibility as well. This is the big unknown to the EAC and it’s reasonable that they would be concern about their future. He wants to ensure that as soon as we know there is a serious proposal from the IDNR that we put them in touch with the EAC to work it out and let them know it is a concern of ours as well.

Alderman Grover moved to receive the report and direct the City Manager to issue the notice of the lease termination to the Evanston Art Center pursuant to the current lease agreement and that we also direct the City Manager to continue discussions about a partnership with the IDNR. Alderman Burrus seconded. A voice vote was taken and it was approved 5-1. Alderman Tendam was not in favor.

HH4 Community Animal Rescue Effort (C.A.R.E.)

Mr. Bobkiewicz’s specified that in the report included in the packet that he is looking for direction for an amendment to the agreement between the City and C.A.R.E. There was a document that showed
C.A.R.E. had agreed to not only provide services to the shelter but also the expansion to the shelter. The work on the expansion did not move forward largely because of economic concerns but the operation of the animal shelter has continued. While there has been a lot of community discussion in the past few weeks he would like to come back to his request for direction on an amendment to the existing agreement for a twelve month period. The existing facility is not what it should be and wasn’t ten years ago when the City began the discussion years ago.

Gail Lovinger, a C.A.R.E. Board member, presented to the Committee on behalf of C.A.R.E. The presentation is included as Attachment 2.

Alisa Kaplan presented on behalf of a group of concerned volunteers at the Evanston Animal Shelter. The presentation is included as Attachment 3.

Alderman Grover moved for the direction of the Committee to form a sub-committee that would include two Committee members to review the operations of the animal shelter and the agreement with C.A.R.E. She expressed concern of people taking sides and might take a turn that the citizen comments could take that would undermined what the efforts of the volunteers have done. She nominated Alderman Tendam and Alderman Fiske to be on the sub-committee to secure an agreement with C.A.R.E. Alderman Burrus seconded the motion.

Alderman Holmes stated that after reading both reports we know we need to just sit down and figure this out. She was not certain that this forum was the proper place. She agreed that a sub-committee would be a great avenue to move forward and asked if Alderman Tendam and Alderman Fiske would be willing to partake in the committee which both of them expressed they would. She wanted to ensure that there would be people from all sides involved to work with City staff and the City Manager to get it resolved. A voice vote was taken and it was approved 6-0.

Citizen’s Comments
There were 2 speakers on behalf of the Waukegan Police Department that shared their current procedures for animal control and how they work closely with rescue shelters. They are striving for no-kill shelters.

There were 7 speakers that spoke in favor for C.A.R.E.

There was one speaker concerned about what money was going toward with the Evanston Animal Shelter.

There were 28 speakers that spoke in favor of the concerned volunteers.

Submitted citizen’s comments – Attachment 4.

In response to a couple of citizen comment’s that mentioned that there was money that had disappeared from C.A.R.E.’s fundraising efforts, Alderman Tendam wanted to go on record for vouching that nothing has been done in regards to disappearance of money.

Mr. Bobkiewicz stated that we would work with three members of C.A.R.E., and three members of concerned volunteers along with Alderman Tendam and Fiske to form the sub-committee.

VI. COMMUNICATION

VII. ADJOURNMENT
It was moved and seconded for adjournment at 8:45 p.m.

Respectfully Submitted,

Melissa Parker
Administrative Secretary
To: Human Services Committee

From: Bonnie Wilson, CIAO
Evanston Township Assessor

Date: February 3, 2014

Re: Update on the Assessor office

I am still accepting applications for the Senior Freeze and the Senior Exemption. The deadline was scheduled to be February 5th, however, the Cook County Assessor’s office will be extended the deadline. I do not have an exact date at this time.

On Tuesday February 11, the Cook County Assessor office, Cook County Commission Larry Suffredin office and my office will be at the Levy Center helping senior with their exemptions during the lunch hour from 11:00 to 1:00.

So far, I have seen 180 taxpayers and today I saw over 24 taxpayers.

I would like to encourage seniors to make an appointment to come to the Assessor’s office for their senior applications. I want to remind them that every senior over 65 can apply for a senior exemption. But only seniors over 65 whose household income is less than $55,000 can apply for a senior freeze.

Do not forget the Evanston Township Office is now at the Civic Center on the first floor next to the City Clerk’s office. Our new phone number is 847-448-8136. Please call for an appointment.
FIRST INSTALLMENT TAX BILLS ARE DUE MARCH 4

Contact:
Bonnie Wilson
Evanston Township Assessor
847-448-8178

First installment property tax bills for tax year 2013 arrived in the last week of January, according to Bonnie Wilson, Evanston Township Assessor. “Property taxes are paid in two installments,” Bonnie Wilson said. “The first installment bill is fifty-five percent (55%) of the total property tax bill for the previous year, and will be due on March 4, 2014.”

Taxpayers should note that first installment tax bills will not reflect homeowner, senior citizen or other exemptions, nor will they reflect successful assessment appeals that were filed for tax year 2013. “The first installment is just an estimate based on what was paid last year,” Bonnie Wilson explained. “When the second installment bill is mailed in the summer, it will reflect all exemptions for which the property is eligible as well any savings due to successful 2013 tax appeals.”

**Details about Paying Taxes.** If money for property taxes is paid into an escrow account with a taxpayer’s mortgage company, the financial institution should receive the tax bill electronically, even if the taxpayer also receives a copy of the bill. Bonnie Wilson, Evanston Township Assessor advises taxpayers with property tax escrows held by their mortgage companies not to pay property taxes on their own. If they do, an overpayment of property taxes may result.

Property owners who do not have mortgage companies paying their taxes can make tax payments in person, by mail, or on-line at the Cook County Treasurer’s web site, [www.cookcountytreasurer.com](http://www.cookcountytreasurer.com). In-person payments are accepted at the Cook County Treasurer’s downtown Chicago office at 118 N. Clark Street and at any Chase Bank in the Chicago area. Chase branches most convenient to Evanston Township residents are located at Chase Banks at 1603 Orrington, 635 Chicago Ave., and 901 Grove in Evanston.

Release date: February 3, 2014
• Thank you Alderman Holmes and Human Services Committee for permitting us time to present information to this committee.

• I’m Gail Lovinger Goldblatt, a 20-year plus volunteer at C.A.R.E., a C.A.R.E. board member, and a dog adoption counselor

• Recent articles along with associated on-line “chatter” made it clear that there are significant misunderstandings about CARE, its role in the community, and its relationship with both the City of Evanston and the city’s Animal Shelter.

• I want to spend this brief time talking to you about what C.A.R.E. is and does. We are available to this committee at this meeting and any other time to respond to any questions that you have. We believe in transparency and have tried to post all relevant information on our website.
Community Animal Rescue Effort is not the Evanston Animal Shelter and is not Animal Control.

- All volunteer, not for profit humane org—care for hundreds of stray, lost, and abandoned dogs and cats that come into the shelter every year
- Serving Evanston community for more than 25 years
- Every adoptable pet deserves a safe and loving forever home
- Adoption program takes into account needs and expectations of community and adopters as much as animals
- We train, socialize, and provide mental stimulation to make our animals more adoptable and relieve the stress of the shelter. We have no time limit on how long an animal can stay at the shelter.
More than Adoption Group—
Community Service Organization

- Provide Behavioral Assistance
- Stock Pet Food Sections of two Pantries and anyone in need of pet food who comes to the shelter
- Worked with Police Department to waive $35 give up fee for people with financial hardship
- Humane education—Preteens, Schools, Girl Scout and other groups
- Cover Shelter evenings, weekends, and holidays—regardless of weather
- Care for all animals on a daily basis
- Routinely help adopters who take dogs and cats with health issues cover the ongoing costs of their care.
Relationship with City

• Operate under Police Department’s SOPs
  – Require behavior evaluation
  – Only Chief Animal Warden has the authority to euthanize an animal
  – SOPs require that dogs that are likely to present danger in home or the community should be euthanized
  – We’re not allowed to take in dogs that have bitten
  – Ultimately, responsibility lies with Animal Control for determining what do with animals that C.A.R.E. does not believe are appropriate to adopt in our community.
Behavior Evaluations

• As Triptow report indicated, we use industry standard evaluation process and our evaluators have necessary expertise.

• Observe dogs from moment they come in
  – Give them extra time if they need it
  – Work with dogs to modify specific behaviors through training and retest
  – We love dogs; we want them all to pass.
  – At same time, we feel responsible to our adopters and the community to adopt dogs that to the best of our ability we know to be safe.

• If any City Council members are interested in observing an evaluation or seeing video clips of dogs going through the same part of the evaluation, just let us know.
Expectations of Adopters

• Expect to find solid dogs that with a bit of work will become really great dogs
• Not looking for dogs that need to be managed carefully to avoid harm to people or other animals
• Surveys & applications tell us that #1 reason people would return or give up an animal is aggression towards people or other animals.
• Based on past City Council discussions, we know that this has been a concern in Evanston
• PAWS—Gold Standard of shelters—euthanized 41 dogs for behavior reasons in 2012; PAWS hand picks dogs that seem most adoptable; CARE takes what comes in the door
• Of the 29 dogs euthanized in 2012, 14 were euthanized for medical reasons, biting history, or other reasons unrelated to behavior evaluation.
Commitment to Improvement

• Expanded canine foster program
• Shortened length of time it takes to put dogs up for adoption—working with more vets
• Getting them up on almost 100 adoptable animal websites as well as C.A.R.E.’s website
Going Forward

• Met with City officials in November and have recommended that Animal Control follow *best practices* in decisions on what to do with dogs that C.A.R.E. doesn’t believe should be adopted in the community.

• Evaluate and qualify rescues—Humane Society of US has provided C.A.R.E. with samples—ensure that they have the capacity and resources to care for these animals.

• Provide prospective rescues with results of C.A.R.E.’s behavioral evaluation so they can make informed decisions about how they will use their resources.

• Last March, the Police Chief said that the Chief Animal Warden would be trained in behavioral evaluation—we still think that would be valuable in making good decisions that serve the community.
Going Forward

• Volunteers, who donate their time and energy and put their heart into what they do, devastated and demoralized by the misstatements and efforts to destroy a reputation and a good name built over the course of more than a quarter of a century

• C.A.R.E. will continue as a humane organization devoted to providing every adoptable pet a safe and loving forever home.
  – Don’t know whether it will be possible to do this in Evanston
  – Or, if Evanston even wants an adoption group like C.A.R.E.
  – Future partnership to be successful must respect C.A.R.E.’s role and expertise, protocols for communication, and a process for resolution of disagreements.
Who we are

• Senior volunteers who became concerned about dog euthanasias at the Evanston Animal Shelter

• Approached CARE Board members about specific dogs and issues – especially behavior evaluations - throughout 2011 and 2012

• Formally submitted questions to Board in October 2012

• Board acknowledged euthanasia rate was 40-50% but said they had no plans to reduce it

• At that point, we approached City officials
What are the issues at the Evanston Animal Shelter?

1. The euthanasia rate
2. Behavior evaluations
3. The recommendations from the two reports, the ASPCA and Janice Triptow reports
4. CARE’s Draft Agreement for the City and what it means for “failed” dogs
5. The rescue dogs
Euthanasia numbers at the shelter

- About 250 dogs come into the shelter every year (2010-2012)
  - 150 are returned to owner.
  - 80-100 become shelter dogs and go through CARE’s behavior evaluation process
  - CARE “fails” just under half (46%) of those dogs and recommends them for euthanasia
CARE’s new calculations

• Why does CARE’s percentage seem lower?
  – CARE recently started including the many “lost” dogs returned to their owners. These dogs do not belong to the shelter and do not go through CARE’s evaluation process.
  – This is a new strategy. Again, in October 2012, the Board acknowledged the rate was 40-50%.
  – More importantly, CARE’s new number attempts to obscure the very real disparities between CARE’s treatment of unclaimed dogs and that of other communities.
Unclaimed dogs have a 1 in 2 chance of survival

This is not in dispute.

Until the City intervened, an unclaimed dog had only a **55% chance of surviving** CARE’s behavior evaluation process.
Deemed unadoptable 2012

<table>
<thead>
<tr>
<th>Adoptable</th>
<th>Unadoptable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tasha 1/10/12</td>
<td>Snowy 1/11/12</td>
</tr>
<tr>
<td>Stormy 1/11/12</td>
<td>Rommy 1/21/12</td>
</tr>
<tr>
<td>Bogart 1/25/12</td>
<td>Schmidt 1/26/12</td>
</tr>
<tr>
<td>Radar 2/2/12</td>
<td>Louie 2/15/12</td>
</tr>
<tr>
<td>Hobbs 2/26/12</td>
<td>Max 3/9/12</td>
</tr>
<tr>
<td>Georgia 3/11/12</td>
<td>Levi 3/21/12</td>
</tr>
<tr>
<td>Seigfried 4/9/12</td>
<td>Nacho 5/12/12</td>
</tr>
<tr>
<td>Mitch 5/3/12</td>
<td>Haley 5/14/12</td>
</tr>
<tr>
<td>Miles 5/27/12</td>
<td>Checkers 5/31/12</td>
</tr>
<tr>
<td>Pinky 6/7/12</td>
<td>Ruth 6/13/12</td>
</tr>
<tr>
<td>Potter 6/16/12</td>
<td>Becca 6/25/12</td>
</tr>
<tr>
<td>Tommy 6/25/12</td>
<td>Lady 6/23/12</td>
</tr>
<tr>
<td>Bruiser 7/3/12</td>
<td>Rover 7/9/12</td>
</tr>
<tr>
<td>Dee 7/22/12</td>
<td>Apollo 8/7/12</td>
</tr>
<tr>
<td>Zeus 8/7/12</td>
<td>Sugar 8/10/12</td>
</tr>
<tr>
<td>Haley 8/11/12</td>
<td>Riley 8/11/12</td>
</tr>
<tr>
<td>Little Coco 8/17/12</td>
<td>Miranda 9/1/12</td>
</tr>
<tr>
<td>Chuckles 9/20/12</td>
<td>China 9/22/12</td>
</tr>
<tr>
<td>Nala 11/1/12</td>
<td>Rollie 11/10/12</td>
</tr>
<tr>
<td>Penny 10/23/12</td>
<td>Snickers 11/25/12</td>
</tr>
<tr>
<td>Callie 12/8/12</td>
<td>Ted 12/12/12</td>
</tr>
<tr>
<td>Bunker 12/20/12</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Adoptable</th>
<th>Unadoptable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pansy 1/28/12</td>
<td>Onyx 2/7/11/12</td>
</tr>
<tr>
<td>Mr. Wiggles 2/28/12</td>
<td>Mopsy 2/28/12</td>
</tr>
<tr>
<td>Shepherd# 1 3/12/12</td>
<td>Shepherd # 2 3/12/12</td>
</tr>
<tr>
<td>Koi 3/5/12</td>
<td>Unnamed Pit 3/14/12</td>
</tr>
<tr>
<td>Wally 3/17/12</td>
<td>Zena 3/29/12</td>
</tr>
<tr>
<td>Wilson 3/30/12</td>
<td>Wrigley 4/1/12</td>
</tr>
<tr>
<td>Lola 4/1/12</td>
<td>Buster 4/2/12</td>
</tr>
<tr>
<td>Brownie 4/6/12</td>
<td>Brandy 4/7/12</td>
</tr>
<tr>
<td>Gus 4/21/12</td>
<td>Claude 4/27/12</td>
</tr>
<tr>
<td>Destiny 5/4/12</td>
<td>Bella 5/4/12</td>
</tr>
<tr>
<td>Gunner 5/18/12</td>
<td>Eli 6/3/12</td>
</tr>
<tr>
<td>Rocco 6/18/12</td>
<td>Bumble 7/3/12</td>
</tr>
<tr>
<td>Nikkos 7/21/12</td>
<td>Goldie 8/2/12</td>
</tr>
<tr>
<td>Angel 8/17/12</td>
<td>Venus 8/20/12</td>
</tr>
<tr>
<td>Laila 8/27/12</td>
<td>Big Coco 8/27/12</td>
</tr>
<tr>
<td>Roscoe 8/30/12</td>
<td>Cooper 9/9/12</td>
</tr>
<tr>
<td>Columbo 10/9/12</td>
<td>Charlotte 10/23/12</td>
</tr>
<tr>
<td>Zeus/Blue 11/15/12</td>
<td>Sg Friday 11/23/12</td>
</tr>
<tr>
<td>Mimi 12/2/12</td>
<td>Arya 12/4/12</td>
</tr>
<tr>
<td>Rocky 12/11/12</td>
<td>Rudolph 12/18/12</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total # of Animals</th>
<th>43</th>
<th>40</th>
</tr>
</thead>
<tbody>
<tr>
<td>% of Total Animals</td>
<td>52%</td>
<td>48%</td>
</tr>
<tr>
<td>% Excluding Medical or Warden Recommendations (in grey)</td>
<td>54%</td>
<td>46%</td>
</tr>
</tbody>
</table>
For Unclaimed Dogs the Picture is Clear

Data for 2010 through 2012 as presented in CARE Whiskerings, Aug 2013
Other shelters are doing better

Euthanasia rates for unclaimed dogs

- Chicago Anti-Cruelty Society (2012 intake, 2496)
- New York City ACC (2012 intake, 9057)
- Waukegan Animal Control (2012 intake, 347)
- North Chicago Animal Control (2012 intake, 99)
- CARE (2012 intake, 86)

*All intake numbers are for unclaimed dogs only*
ASPCA (creators of SAFER test) Report

• **Recommendation:** Discontinue evaluations until they can be brought up to ASPCA standards
• “it does not appear that either behavior evaluation tool [is] being executed and interpreted accurately.”
• “not necessary to use both assessment tools”
• “The [physical] space [] is inadequate and does not provide the dogs with sufficient choices.”
• “Neither [test] is intended to be used to determine if a dog should be euthanized. Rather, they are intended to gather information about that animal and, combined with additional information, determine the best course of action”
Triptow Report (CARE’s expert)

- Recommendation: Review evaluation process and consider relaxing criteria

- CARE evaluations produce a “high failure rate”

- “too rigorous, particularly in light of newer data suggesting that findings of failed tests are not thoroughly predictive of behaviors outside the shelter.”

- Concern about subjecting dogs to two successive tests

- “Using...tests as a basis for euthanizing is becoming less common...”
Other issues raised by both reports

- Failure to vaccinate
- Poor communication with EPD & shelter staff,
- No enrichment (e.g. toys, treats) for “failed” dogs
- Lack of cooperation with outside rescue groups
- Long kennel stays of many animals
- Restrictive adoption practices
- Lack of a foster program
  (1 dog put in foster last week)
- And more
CARE’s Draft Agreement with the City

• Did not address any of the major issues raised in the ASPCA or Triptow reports, such as the validity of behavior evaluations and vaccination protocols

• Instead, it argues that CARE should control the process of transferring “failed” dogs to outside rescue groups

• Would require that CARE work effectively with outside rescue groups
The rescue world today

• Rescue groups are helping **cut euthanasia rates** at shelters around the country

• Small organizations that don’t have a lot of money, but are successful at finding good homes for animals they pull from shelters

• Rescues **expand the adoption and foster pool**
  – Especially important for harder-to-place dogs in a smaller community like Evanston

• Successful cooperation with rescues requires strong relationships with partnering shelters. The shelter leadership also has to be a strong **advocate for its dogs**.

• Can CARE work effectively with outside rescue groups?
Can CARE work with rescue groups?

Our concern is that CARE has not built bridges with rescue groups in the past.

- CARE has transferred only one dog to rescue (a “passed” dog) in past 3+ years
- CARE has openly criticized the rescues that have saved Evanston dogs and indicated that given the choice, they would not have worked with them
- CARE told aldermen they don’t reach out to rescues – they wait for them to come to them
- Other shelters roll out the red carpet for the rescues. They will not work with the shelter if CARE makes it difficult
- CARE’s evaluators impose the stigma of a discredited and flawed test on the “failed” dogs, making it more difficult to advocate for the dogs
What we’ve been able to do

• Since 2012, we have helped Warden Teckler partner with rescues to place 18 “failed” dogs
  – Because CARE would not pay for the care of “failed” dogs, we have paid for and coordinated spay/neuter, vaccinations, medical care, transport, and training

• We have formed relationships and seen firsthand the rescues’ dedication and their ability to find good homes for Evanston dogs

• As a result, the Evanston shelter only euthanized 4 dogs in 2013, down from 47 in 2010 and 41 in 2011
  – This is despite CARE's opposition to the warden's actions and its statement that - even after the ASPCA and Triptow reports - *it will not make any changes to its behavior evaluation process*
The Rescue Dogs

Dogs who failed CARE’s testing and were recommended for euthanasia but were rescued by Warden Teckler and are now in homes.
Does CARE’s test predict how a dog will behave in a home?

- CARE tested Ramsey when he was unneutered and caged next to a female in heat.
- He was underweight and was highly stressed in the kennel.
- The following video was taken after Ramsey had been in a home for two days. No special training was done with him.
There's something very wrong with this system, and we're asking the City Council to please help fix it. Our community deserves better.
Updated information on the dogs transferred from Evanston Animal Control to Secondhand Snoots Rescue
Presented by Erica Brown, President, Secondhand Snoots Rescue
Secondhand Snoots Rescue is a volunteer based, registered non-profit animal rescue organization. Founded in May, 2010 our mission is to save dogs from high-kill control animal control agencies. Our focus is animals with special needs, medical conditions and/or injuries.

We operate a thriving foster-home organization, and dogs are only placed in boarding when absolutely necessary. Dogs in boarding receive special attention from not only the boarding facility staff, but our volunteers who take them out for additional exercise time and socialization.

We believe that all animals deserve a chance at life and should be afforded the opportunity to thrive in a home. Common kennel problems such as excess energy, resource guarding, and cage reactivity are commonly seen in dogs in animal control agencies. Bringing these dogs into our foster-based rescue program allows us the opportunity to work one-on-one with these dogs, have our trainer work with them and have our foster homes work with their individual needs. Dogs do not behave the same in a home as they do in a kennel, with proper exercise, mental stimulation, care and nurturing and they become wonderful family members.

Both our foster and adoptive homes are screened with reference checks and home visits. Dogs are introduced to adoption applicants during the meet and greet phase of our adoption process. Dogs are often placed in homes on a foster to adopt contract and given a 2-3 week period of living with the family to see if it will be a good fit.

In 3.5-years we have only had 2 dogs returned from adoptive homes. We have transferred over 200 dogs into our program from animal control agencies, other organizations and owner surrenders. We currently have 23 dogs in rescue, 3 are in foster to adopt homes, 4 have pending applications and 2 of them are in boarding.

We feel that the relationship between the City of Evanston, Evanston Animal Control and C.A.R.E is very unique and has the potential to be a program that other cities would want to emulate. Having a dedicated rescue organization should lead the city on the path to being no kill. However the leadership at C.A.R.E.'s belief that their evaluation system is the end all be all, and that other rescue organizations are not qualified to make a decision on whether or not they are able to safely rehabilitate a dog, leads to animals being euthanized unnecessarily. Secondhand Snoots Rescue was able to come in and evaluate and determine that the dogs that we transferred in would be a good fit in our program. There are a lot of great rescue organizations out there who would be more than willing to do the same.

It is my belief that if the relationship with C.A.R.E. is to continue, there has to be a program in place making animals available to other qualified rescue organizations. This is not something that should be managed by C.A.R.E., but should be managed by animal control as these animals would not be in C.A.R.E.'s custody. An appropriate screening program for the other rescues should be instituted. C.A.R.E. would be given the first opportunity to properly evaluate the animals in animal control and determine they would be a good fit for their program. If the animal is a good fit they would transfer him or her in. If the animal is not a good fit he/she would become available for other approved rescue organizations to come and evaluate. C.A.R.E. does not have to be, nor should it be the end all be all for these dogs, as shown by the ones that have been transferred to other organizations and placed into loving homes.
June, 2012

Eli (now named Grady) was picked up as an abandoned dog, tied to a pole in south Evanston. He was evaluated by C.A.R.E., deemed unadoptable and to be euthanized.

Eli was evaluated by Secondhand Snoots Rescue and we determined that his energy and manners were consistent with his age, breed and apparent lack of training. He was transferred to our custody and immediately moved to one of our partner veterinary offices where he received a thorough examination, was neutered, vaccinated and boarded. While in boarding Eli worked on basic manners and socialization. He bonded with a deaf female dog who was also in our care at the veterinarian’s office and the pair quickly became inseparable. Eli proved himself to be smart, obedient, loving and cuddly. He is truly a dog that I would call an ambassador to the breed.

Both dogs were adopted as a bonded pair by a wonderful family. They prove themselves to be wonderful members of both their family and society.
October, 2012

**Columbo** (now named Squeaks) was evaluated by C.A.R.E., deemed unadoptable and to be euthanized because of resource guarding.

We evaluated Columbo and saw no signs of resource guarding. He was transferred to Secondhand Snoots Rescue and transported to one of our partner veterinary offices where he received a complete medical examination, was neutered and vaccinated. He was moved to one of our rescue partners for boarding where he was exercised daily by both the boarding staff and rescue volunteers and showed no signs of resource guarding. Columbo was adopted by an experienced large breed owner where he started resource guarding. We took him back into rescue immediately and he was reevaluated. We determined that that his guarding was not only manageable, but that he could be trained out of it, he returned to boarding and worked with our trainer on his guarding.

He was later adopted by an experienced large dog owner who reports that his guarding is about 90% gone. He loves to play fetch and is very motivated by the ball and easy to train. They are very happy with him. He does great with their cats even though they are sometimes not very nice to him.
November, 2012

Charlotte was found by a volunteer one morning tied to a bench outside of Animal Control. She was abandoned out there in the cold at some point overnight. She was evaluated by C.A.R.E., deemed unadoptable and to be euthanized because of resource guarding.

Charlotte was underweight and afraid in animal control, we did not see any signs of guarding on our evaluation. She was transported to one of our partner veterinary offices where she received a thorough examination where we learned that she had a heart murmur. She was evaluated by a canine cardiologist where she was diagnosed with a grade 6 heart murmur, and a subaortic stenosis. There is no cure for a subaortic stenosis, she was prescribed medication to help calm her rapid heart beat and immediately transferred into our sanctuary program, Safe Haven Snoots. She lived with a loving foster family, where the rescue remained responsible for her medical care, until lost her battle with her cardiac condition in September, 2013.

Please see the back page for a letter from his adopter.
January, 2013

Arya (now Dixie) was evaluated by C.A.R.E., deemed unadoptable and to be euthanized. She was evaluated by Secondhand Snoots Rescue and her behavior was appropriate for her age, lack of training and being in a kennel. She was transferred to Secondhand Snoots Rescue, vetted and moved to boarding where she was a staff favorite. She received daily exercise and “outings” while in boarding, from rescue approved staff members. She was adopted by a wonderful family and is the loving companion to their young son. She loved him the day she was taken for her meet and greet.

Her adopters had this to say just a few days after adopting her “As a Dad, a father of a 7 year old child, and someone who has had dogs in the home my whole life, I have NO concerns with the dogs behavior, demeanor at all. She is a sweet, loving dog. We had visitors to the house meet her, my parents early in the day, and my nephew later on and they were excited for us and really liked her. They were not at all intimidated or concerned either. She has so far never made us feel uneasy in anyway and we look forward to many years of this animal being part of the family. I know all animals are not the same, they are individuals like people, they all have their quirks, it would have truly been a shame had this dog been euthanized. She has been relaxing and getting used to her new surroundings. We are very happy.”
January, 2013

Mi Mi (now Brooke was evaluated by C.A.R.E., deemed unadoptable and to be euthanized. She was evaluated by Secondhand Snoots Rescue and it was determined that her energy and behavior were appropriate for her age and being in a kennel.

Mi Mi was transferred to Secondhand Snoots Rescue, received a full medical evaluation and veterinary care. She was moved to boarding with Arya, where she was also a staff favorite and received daily exercise and “outings” from rescue approved staff members. She moved from boarding to a wonderful foster home where she continued to blossom. She was adopted by a wonderful family with another dog.

Shortly after her adoption, her family reported that both dogs quickly became inseparable. She was doing great on walks, for baths and getting her nails trimmed (even better than her brother). She was starting a basic obedience class to continue the informal training she received in boarding and in her foster home. The family was house shopping so that the dogs would have more land to run around and play on.

Mi Mi is the dog on the top of the pile.
January, 2013

**Rudolph** (aka Rudy) was evaluated by C.A.R.E., deemed unadoptable and to be euthanized. It was noted that he was intolerant to handling.

Secondhand Snoots Rescue evaluated Rudy and determined that his behavior and energy were consistent with his age, breed and being in a kennel. He needed to be neutered and he needed training. He was transferred to Secondhand Snoots Rescue, vetted and moved into a foster home where he continues to thrive daily. His foster has reported that Rudy is a “cuddler who just wants to be near people, preferably in their lap. He loves everyone he meets and has converted many houseguests to pit bull lovers.”
February, 2013

Rocky was to be euthanized because he “bit” a volunteer. He was caged 2 cages down from a dog who was known to be reactive towards Rocky. It is my understanding that the incident was caused by a redirect from the other dog. There were no puncture wounds, only bruising. The volunteer reported that she was not afraid of Rocky after the incident and she took him out again right after the incident; she reported that that, just like every other time, Rocky was fine once he got out of the kennel.

Rocky was evaluated by Secondhand Snoots Rescue and we noted that he was very anxious in the cage, but calmed down very quickly when ignored, took treats very gently and was easy to take out of the kennel. We believed his behavior to be caused by both kennel stress and being caged so close to a dog who was reactive towards him. He was transferred to Secondhand Snoots Rescue and placed in boarding at one of our veterinary partner’s offices where he was very calm in the kennel and did not appear to have any issues. He was adopted by one of the office employees and is doing wonderfully, even goes to work with her.
February, 2013

**Abby** (now Gracie) was evaluated by C.A.R.E., deemed unadoptable and to be euthanized because she exhibited prey drive towards a cat when tested and was aroused when introduced to a dog who was known to have reactive tendencies towards some other dogs.

Abby was evaluated by Secondhand Snoots Rescue and we determined that her behavior was consistent with her age, breed and kennel stress. We believed that she would make a great companion for the right family. She was transferred to Secondhand Snoots Rescue and received a medical evaluation and veterinary care.

She is currently boarding at a board and train facility where she continues to work on her dog to dog social skills and is showing daily improvement. She is a staff favorite and is often taken out of boarding for by rescue approved staff, to spend time in their homes, on long walks and playing.
April, 2013

Ollie (formerly Henry) was to be evaluated and did not meet C.A.R.E.'s criteria for adoption, therefore deemed unadoptable and to be euthanized for resource guarding.

Secondhand Snoots Rescue evaluated Ollie and determined that he was young and his energy was consistent with his age and breed. He was very focused and both toy and food motivated. He showed no signs of possession guarding, and is a very vocal player. He was transferred to Secondhand Snoots Rescue care and received a full medical evaluation and veterinary care. He was moved to paid boarding and later transferred into a foster home.

In his foster home he spent 2-days a week going to doggy daycare where he was one of the staff favorites. He thrived in daycare and played appropriately with dogs of all sizes. He learned basic obedience very quickly and has been a joy to have in foster. Ollie does very well with kids and other dogs, he will make a family very lucky.
These are my thoughts for remarks for the meeting this evening. Please let me know your thoughts.

Good evening,

As a dog lover & owner, shelter/rescue/humane organization volunteer and certified dog trainer, I empathize with the passionate feelings of those fighting to save shelter dogs from euthanasia. I sympathize with the plight of the shelter dog living an existence caused by human fault. But instead of debating who is right or wrong, I want to present fact:

1. According to American Humane Association and Center for Disease Control statistics: each year there are 4.5-4.7 MILLION dog bites reported each year in the US. Of these, approx. 2/3 of the victims knew the dog, 50% involved children under 12 years of age and over 800,000 required medical attention. In my case, my 3 y/o daughter was bitten in the face by my aunts cocker spaniel.

2. The insurance industry pays more than $1 BILLION in bite claims each year. In my case, my daughters ER visit and treatment where paid by my aunts homeowners insurance which resulted in higher premiums for her at renewal.

3. City and county Animal Care & Control departments and municipalities are increasingly being named in lawsuits brought by dog bite victims; i.e. Cook County Park District currently in litigation due to pitbull attack resulting in a fatality.

The CDC recommends as a preventive measure that before bringing a dog into the home, people should seek dogs from local shelters/rescues or reputable breeders to get assistance with choosing an appropriate dog for their household. Here is where the slippery slope begins.

Shelters today are largely comprised of overbred, inbred, genetically imbalanced, socially deficit, abused or neglected dogs that have issues that go well beyond general behavior problems. There is no disputing that nurture can play a vital role in improving the lives of these dogs but it does not extinguish nature.

We live in dog inclusive communities of dog parks and beaches, dog friendly cafes and venues. When people choose to bring a dog into their home it is because they are usually seeking a family companion to be part of that inclusive community. Unfortunately it is becoming more common to go to shelters/rescues
and getting a dog that guards its food bowl and possessions, being handed an instruction sheet on how to manage the problem and being told that the behavior should change once they are in the home. Often these adopters accept living with a dog that they need to put in another room when company comes over because they are too anxious that something will happen. Or adopting a dog that needs to be the only dog in the home because of aggressive behavior towards other dogs. I commend groups like (DINOS) Dogs In Need Of Space for being a resource for people with this issue but having to walk your companion very early in the morning, very late at night, crossing the street when others approach or tying a yellow ribbon to your dogs leash as a warning for others to stay away is very alienating. It is a life of management and is only as safe as human error. One mistake is a dog bite waiting to happen. There is no question that those in these situations love and care for their dog but of those I know in this situation they all said that if faced with the situation again they wouldn't want to live the same restrictive lifestyle with their dog.

While not a perfect science, behavior evaluation is the tool we have available to try to provide adopters with safe family pets instead of behavior projects. The evaluations used were developed by the ASPCA and a renowned dog behaviorist and trainer and are widely recognized as the leading standards in the industry. They are no more invalid than the human personality profiles widely accepted as predictors of a person's future abilities to perform a specific job or identify psychopathic or sociopathic tendencies.

Euthanasia is not joyous for any reason but we are in a state of crisis with more animals in shelters needing homes than there are homes available. Behaviorally sound dogs are living their lives in cages while we debate what to do with dogs that are not ideally suited to live in the communities that we've created for them. CARE endeavors to provide exceptional medical care and training support to behaviorally sound dogs so adopters receive a quality pet and not a potential bite liability. Because of these standards, CARE had minimal return adoptions and few incident reports filed due to dogs with aggressive behaviors. This changed with the new city policy to send dogs who failed behavior evaluation to rescue. During the weeks that it took to find a rescue, there were many incidences with volunteers resulting in bite reports that involved several of the dogs that were ultimately still sent to rescue. I appreciate that CARE is concerned with quality of life for the dog, as well as safety for its volunteers, adopters and community.

Thank you.
CARE's Million Dollars -- Where is It, and Where is It Going?

I have been volunteering with CARE for 14 years, and I have participated in most of CARE's fund raisers during that time. The donations we solicited were all given to "CARE For the Evanston Animal Shelter." I've also been an Evanston resident for over 20 years, and I am troubled by the thought that CARE may take the $1 1/3 million that we raised "for the Evanston Animal Shelter" and take it elsewhere.

There is no question that donors thought they were giving money for "the Evanston animal shelter." We asked donors to contribute $20 each for a white t-shirt that read "We don't need a mansion, just an expansion." Since I arrived in 2000, both volunteers and donors have been working hard to raise money for a new, expanded shelter in Evanston. And when that vision was finally in our reach, the Board started moving money out of the Evanston building fund.

I was present at a Board meeting on August 25, 2013, when the Board voted to move $308,000 out of the building fund and into the operating fund, with the rest of the $1 1/3 million remaining in the building fund. However, at a meeting of all the volunteers on Sunday, October 27, 2013, the Board announced that there was only $29,000 in the building fund! Where is all this money going?

The money was supposed to be for an Evanston shelter.

Karin Strauss

1616 Hinman Avenue
Apt. #3C
Evanston, IL 60201
To Whom it may concern,

I am writing to voice my concern over the Euthanasia Practices of the Evanston Animal Shelter. I feel the criteria they are using are alarming and inhumane. I think the part that is the most troubling for me is the test of touching a dog in the face while taking their bowl away. My sweet dog Tracy, was the gentlest, most docile dog and had the kindest disposition on the planet. She never had a cross or aggressive bone in her body. She hated it when her food was taken away while she was eating. She let out a low growl, warning us not to touch it. ANY dog would react the same way. This is not a valid criteria on aggressiveness.

Your Shelter should be a Safe Haven for these animals. They come to you lost, abandoned, scared, tired, hungry and in need of love, comfort and a soft spot to land while transitioning to a hopeful new adoptive family, or to be reunited with their lost family. Please give these animals a chance. They deserve it, and you owe it to the Community to show you have the Animal's care and protection as a priority.

Thank you.

Shenaya Bhot-Siegel
1616 Lake Street
Evanston, IL 60201

January 31, 2014

City of Evanston
Human Services Committee
Evanston IL

Dear Committee,

We are dog owners who have lived in Evanston for over a decade. We were shocked and concerned to read articles in the Evanston Review and the Daily Northwestern regarding the C.A.R.E. animal shelter and its euthanasia rate for dogs. According to the article, the euthanasia rate at the shelter has been significantly higher than at other Chicago-area shelters until volunteers at the shelter and the city warden stepped in to intervene. Reading the descriptions of the dogs that failed C.A.R.E.'s behavioral tests and were slated for euthanasia, we cannot help but feel horrified at the prospect that our own beloved dog Butters, had he not been adopted by us, might have suffered the same fate.

We urge the council to use whatever measures it has within its power to ensure that the C.A.R.E. shelter alters its euthanasia policies.

Thank you for your attention.

Sincerely,

Bruce and Karen Cross
Evanston Human Services Committee

Jan. 30, 2014

Abigail, the sweet, personable terrier who has occupied the emotional center of my family for ten years, was adopted from the Evanston Animal Shelter on Oakton Street.

From the first I was highly impressed by that shelter, especially by their rigorous requirements for adoption. I now feel betrayed, along with my numerous animal-loving fellow Evanstonians. To learn of their extraordinarily high rate of euthanasia is shocking to me not only for general humane reasons, but for personal ones as well: I shudder to think how close our Abbie came to losing her life in puppyhood. I strongly urge the members of Human Services Committee to determine the reasons behind such an abnormally high euthanasia rate, and to intervene decisively in this appalling situation.

Jesse Rosenberg
740 Hinman Ave. #2
Evanston
To: Honorable Mayor and Members of the City Council
   Human Services Committee

From: Wally Bobkiewicz, City Manager

Subject: Township of Evanston February 2014 Bills

Date: March 3, 2014

Recommended Action:
Township of Evanston Supervisor recommends the Human Service Committee approves the Township of Evanston bills, payroll, and medical payments for the month of February 2014. The total approved to be paid is $124,599.47.

Legislative

Funding Source:
Township budget, see attached bills list.

Summary:
Township of Evanston monthly expenditures require Township Trustees approval.

Attachments:
February GA Accounting Report
February Client Monthly Medical Report
February Client EAS Monthly Report
February Sam’s Club Bill
February GA Office Depot Bills
## EVANSTON TOWNSHIP GENERAL ASSISTANCE
### FEB. '14 REPORT
#### GAAS CLIENT INFORMATION

<table>
<thead>
<tr>
<th>I. ACTIVE CASES:</th>
<th>DEC '13</th>
<th>JAN '14</th>
<th>FEB '14</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Clients 18-25 years of age)</td>
<td>12</td>
<td>12</td>
<td>13</td>
</tr>
<tr>
<td>A. New Clients</td>
<td>4</td>
<td>6</td>
<td>14</td>
</tr>
<tr>
<td>B. Returning Clients</td>
<td>4</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>C. Other Active Clients</td>
<td>162</td>
<td>154</td>
<td>167</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>II. TERMINATED CASES:</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Disabled (SSI)</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>B. Employment</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>C. Moved from Area</td>
<td>3</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>D. Client Suspended:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30 days</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>60 days</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>90 days</td>
<td>5</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Total:</td>
<td>5</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>E. Eligible for Cont. UCB benefits</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>F. Terminated (non-compliant):</td>
<td>3</td>
<td>1</td>
<td>6</td>
</tr>
</tbody>
</table>

| III. APPLICANTS REJECTED | 21 | 7 | 4 |
| IV. PENDING CERTIFICATION | 11 | 5 | 5 |
EVANSTON TOWNSHIP
ACCOUNTING REPORT

Bills Lists Summary
FEBRUARY 2014

CASH REQUIREMENTS (BILLS PENDING APPROVAL)

IA. Cash Requirement Report - G.A. Administrative $11,427.69
IB. Cash Requirement Report - Town Assessor $35.92
IC. Cash Requirement Report - Town Supervisor $0.00
ID. Cash Requirement Report - Town Purchase Service Agreement $0.00
IE. Cash Requirement Report - Community Action Program $0.00
IF. Medical Requirement - G.A. Client Services $9,393.48
IG. Emergency Assistant - G.A. Client Services $0.00
IH. Trustees - Legal $0.00

FEBRUARY 2014 BILLS LIST TOTAL $20,857.09

CHECK REPORTS (PRE-APPROVAL PAYMENTS)

**IIA. Check Report - G.A. Fund $14,105.73
**IIB. Check Report - Town Fund $443.75
**IE. Check Report - G.A. Medical $441.05
IIF. Check Report - G.A. Client $79,124.66
IIG. Check Report - E.A.S. Program $5,988.15
IIH. Paylocity Data Processing - Township & Assessors Payroll $18,629.57

CHECK REPORTS TOTAL $118,732.91

FEBRUARY
IA-IG. Bills Lists $20,857.09
IIF. Checks - G.A. Client $79,124.66
IIG. Emergency Assistance - Client $5,988.15
I IH. Township & Assessors Payroll $18,629.57

TOTAL FOR APPROVAL $124,599.47

**IIA, IIB & IIE, These line items were approved in the prior month and paid this month
<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Invoice Amount</th>
<th>Amount Relieved</th>
</tr>
</thead>
<tbody>
<tr>
<td>101-013-714.000</td>
<td>Medical &amp; Life Insurance</td>
<td>6,052.97</td>
<td>0.00</td>
</tr>
<tr>
<td>101-013-713.000</td>
<td>IMRF</td>
<td>2,615.62</td>
<td>0.00</td>
</tr>
<tr>
<td>101-013-750.000</td>
<td>Supplies</td>
<td>1,281.81</td>
<td>0.00</td>
</tr>
<tr>
<td>101-011-940.000</td>
<td>Rent Expense</td>
<td>233.35</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**CITY OF EVANSTON**

**ILLINOIS MUNICIPAL RETIREMENT**

**OFFICE DEPOT CREDIT PLAN**

**PLS CHECK CASGERS**

**SAM'S CLUB**

**Date:** 02/19/2014  
**Time:** 4:13 pm  
**Page:** 1
<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Invoice Amount</th>
<th>Amount Relieved</th>
</tr>
</thead>
<tbody>
<tr>
<td>101-013-750.000</td>
<td>Supplies</td>
<td>181.95</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GL Number</td>
<td>Description</td>
<td>Invoice Amount</td>
<td>Amount Relieved</td>
</tr>
<tr>
<td>-------------------</td>
<td>---------------------</td>
<td>----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>101-013-845.000</td>
<td>Staff Travel/Miscue</td>
<td>27.19</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GL Number</td>
<td>Description</td>
<td>Invoice Amount</td>
<td>Amount Relieved</td>
</tr>
<tr>
<td>-------------------</td>
<td>---------------------</td>
<td>----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>101-011-990.000</td>
<td>Other Expenses/Needs</td>
<td>352.00</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GL Number</td>
<td>Description</td>
<td>Invoice Amount</td>
<td>Amount Relieved</td>
</tr>
<tr>
<td>-------------------</td>
<td>---------------------</td>
<td>----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>101-013-802.000</td>
<td>Contract Services</td>
<td>569.60</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GL Number</td>
<td>Description</td>
<td>Invoice Amount</td>
<td>Amount Relieved</td>
</tr>
<tr>
<td>-------------------</td>
<td>---------------------</td>
<td>----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>101-013-802.000</td>
<td>Contract Services</td>
<td>113.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Total for**
- SAM'S CLUB: 181.95
- VALERIE WIDEMAN: 27.19
- VERIFY: 352.00
- XEROX CORPORATION: 682.60
<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>Invoice Description1</th>
<th>Ref No.</th>
<th>Discount Date</th>
<th>Total Invoices: 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name Line 2</td>
<td>Invoice Description2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vendor Address</td>
<td>Vendor Number</td>
<td>PO No.</td>
<td>Pay Date</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td>Bank</td>
<td></td>
<td>Due Date</td>
<td></td>
</tr>
<tr>
<td>State/Province</td>
<td>Zip/Postal</td>
<td>Check No.</td>
<td>Check Date</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Taxes Withheld</th>
<th>Discount Amount</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grand Total:</td>
<td>11,427.69</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less Credit Memos:</td>
<td>0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net Total:</td>
<td>11,427.69</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less Hand Check Total:</td>
<td>0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outstanding Invoice Total:</td>
<td>11,427.69</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Invoice Approval List Report - Detail with GL DIST

<table>
<thead>
<tr>
<th>Date</th>
<th>02/19/2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time</td>
<td>4:13 pm</td>
</tr>
<tr>
<td>Page</td>
<td>1</td>
</tr>
</tbody>
</table>

**Vendor Details**
- **Name:**
- **Address:** P.O. BOX 84515
- **City:** PALATINE
- **State/Province:** IL
- **Zip/Postal:** 60094

**FEDEX**
- **GL Number:** 202-021-751.000
- **Description:** Postage
- **Check No.:** 0
- **Invoice Number:** 3401
- **Due Date:** 02/12/2014
- **Discount Date:** 02/12/2014
- **Ref No.:** 0
- **PO No.:** 0
- **Bank:** EVA02
- **Taxes Withheld:** 0.00
- **Discount Amount:** 0.00
- **Check Amount:** 35.92
- **Invoice Amount:** 35.92
- **Amount Relieved:** 0.00

**Grand Total:** 35.92
**Net Total:** 35.92
**Less Credit Memos:** 0.00
**Less Hand Check Total:** 0.00

**Outstanding Invoice Total:** 35.92

**Total Invoices:** 1

---

**FOR AUDIT PURPOSES ONLY**
<table>
<thead>
<tr>
<th>Check Number</th>
<th>Check Date</th>
<th>Status</th>
<th>Void/Stop Date</th>
<th>Vendor Number</th>
<th>Vendor Name</th>
<th>Check Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7812</td>
<td>02/03/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>ALLEGRA</td>
<td>Office Label Printing</td>
<td>288.00</td>
</tr>
<tr>
<td>7813</td>
<td>02/03/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>CITY OF EV</td>
<td>Health, Life &amp; Dental Insurance</td>
<td>6,052.97</td>
</tr>
<tr>
<td>7814</td>
<td>02/03/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>IACUVZI</td>
<td>Printing &amp; Duplicating</td>
<td>383.28</td>
</tr>
<tr>
<td>7815</td>
<td>02/03/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>ICB</td>
<td>Caseworker Certification Fee</td>
<td>140.00</td>
</tr>
<tr>
<td>7816</td>
<td>02/03/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>ICB</td>
<td>Caseworker Membership Fee</td>
<td>20.00</td>
</tr>
<tr>
<td>7817</td>
<td>02/03/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>IMRF</td>
<td>Monthly Deposit</td>
<td>5,489.80</td>
</tr>
<tr>
<td>7818</td>
<td>02/03/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>OFFICEDEPO</td>
<td>Office Supplies</td>
<td>221.00</td>
</tr>
<tr>
<td>7819</td>
<td>02/03/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>PITBOW</td>
<td>Monthly Leasing Fee</td>
<td>187.17</td>
</tr>
<tr>
<td>7820</td>
<td>02/03/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>VERIFY</td>
<td>Client Background Checks</td>
<td>112.00</td>
</tr>
<tr>
<td>7821</td>
<td>02/01/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>LOU</td>
<td>Office Luncheon</td>
<td>131.96</td>
</tr>
<tr>
<td>7825</td>
<td>02/07/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>CRYSTALCAV THE CRYSTAL CAVE</td>
<td>Dedication Plaque</td>
<td>203.20</td>
</tr>
<tr>
<td>7826</td>
<td>02/12/2014</td>
<td>Printed</td>
<td></td>
<td></td>
<td>PLS</td>
<td>Client Transportation Bus Pass</td>
<td>876.35</td>
</tr>
</tbody>
</table>

Total Checks: 12
Checks Total (excluding void checks): 14,105.73

Total Payments: 12
Bank Total (excluding void checks): 14,105.73

Total Payments: 12
Grand Total (excluding void checks): 14,105.73
<table>
<thead>
<tr>
<th>Check Number</th>
<th>Check Date</th>
<th>Status</th>
<th>Vendor Number</th>
<th>Vendor Name</th>
<th>Check Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6549</td>
<td>02/03/2014</td>
<td>Printed</td>
<td>CCTAA</td>
<td>COOK COUNTY TOWNSHIP</td>
<td>Annual Dues</td>
<td>400.00</td>
</tr>
<tr>
<td>6550</td>
<td>02/03/2014</td>
<td>Printed</td>
<td>FEDEX</td>
<td>FEDEX</td>
<td>Postage</td>
<td>43.75</td>
</tr>
</tbody>
</table>

Total Checks: 2
Checks Total (excluding void checks): 443.75

Total Payments: 2
Bank Total (excluding void checks): 443.75

Total Payments: 2
Grand Total (excluding void checks): 443.75
<table>
<thead>
<tr>
<th>Check #</th>
<th>Amount Paid</th>
<th>Date Paid</th>
<th>Paid To</th>
<th>GL Code</th>
<th>CW</th>
</tr>
</thead>
<tbody>
<tr>
<td>7810</td>
<td>$28.35</td>
<td>02/03/2014</td>
<td>Northshore Univ Health Systems - CP</td>
<td>101-016-722.000</td>
<td>HC</td>
</tr>
<tr>
<td>7811</td>
<td>$412.70</td>
<td>02/03/2014</td>
<td>Behavioral Services Center</td>
<td>101-016-728.000</td>
<td>HC</td>
</tr>
</tbody>
</table>

Total Records: 2
Total Amount: $441.05
## Revenue/Expenditure Report

For the Period: 1/1/2014 to 2/28/2014

### Fund: 101 - General Fund

#### Revenues

<table>
<thead>
<tr>
<th>Department</th>
<th>Original Bud.</th>
<th>Amended Bud.</th>
<th>YTD Actual</th>
<th>CURR MTH</th>
<th>Encumbr. YTD</th>
<th>Unenc Bal % Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>402.000 Property Taxes-Prev. Year Levy</td>
<td>880,553.00</td>
<td>880,553.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>650.000 Interest Income</td>
<td>300.00</td>
<td>300.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>300.00</td>
</tr>
<tr>
<td>670.000 SSI Reimbursement</td>
<td>20,000.00</td>
<td>20,000.00</td>
<td>7,800.00</td>
<td>0.00</td>
<td>0.00</td>
<td>12,200.00</td>
</tr>
<tr>
<td>698.000 Transfer of fund balance</td>
<td>134,708.00</td>
<td>134,708.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>134,708.00</td>
</tr>
</tbody>
</table>

| Total Revenues | 1,041,561.00 | 1,041,561.00 | 7,800.00 | 0.00 | 0.00 | 1,033,761.00 |

#### Expenditures

<table>
<thead>
<tr>
<th>Department</th>
<th>Original Bud.</th>
<th>Amended Bud.</th>
<th>YTD Actual</th>
<th>CURR MTH</th>
<th>Encumbr. YTD</th>
<th>Unenc Bal % Bud</th>
</tr>
</thead>
</table>

| 700.000 Personal Expense | 335,000.00 | 335,000.00 | 105,264.20 | 55,225.52 | 0.00 | 229,715.80 |
| 800.000 Transportation | 2,250.00 | 2,250.00 | 0.00 | 0.00 | 0.00 | 2,250.00 |
| 900.000 50/50 Program | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 940.000 Rent Expense | 125,000.00 | 125,000.00 | 44,593.45 | 23,274.09 | 0.00 | 80,406.55 |
| 943.000 Client Contractual Services | 70,594.00 | 70,594.00 | 0.00 | 0.00 | 0.00 | 70,594.00 |
| 990.000 Other Expenses/Needs | 500.00 | 500.00 | 486.00 | 352.00 | 0.00 | 36.00 |

| Total Expenditures | 534,844.00 | 534,844.00 | 150,341.55 | 79,452.01 | 0.00 | 384,502.35 |

#### Payroll

<table>
<thead>
<tr>
<th>Department</th>
<th>Original Bud.</th>
<th>Amended Bud.</th>
<th>YTD Actual</th>
<th>CURR MTH</th>
<th>Encumbr. YTD</th>
<th>Unenc Bal % Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>710.000 Unemployment Tax-State</td>
<td>500.00</td>
<td>500.00</td>
<td>597.08</td>
<td>208.26</td>
<td>0.00</td>
<td>-31.18</td>
</tr>
<tr>
<td>711.000 FICA/Medicare</td>
<td>15,000.00</td>
<td>15,000.00</td>
<td>2,725.60</td>
<td>1,160.22</td>
<td>0.00</td>
<td>12,764.47</td>
</tr>
<tr>
<td>713.000 IMRF</td>
<td>15,000.00</td>
<td>15,000.00</td>
<td>1,722.86</td>
<td>1,587.57</td>
<td>0.00</td>
<td>16,772.70</td>
</tr>
<tr>
<td>714.000 Medical &amp; Life Insurance</td>
<td>67,000.00</td>
<td>67,000.00</td>
<td>10,854.89</td>
<td>5,472.47</td>
<td>0.00</td>
<td>56,527.53</td>
</tr>
<tr>
<td>715.000 General Insurance</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>4,883.00</td>
<td>0.00</td>
<td>0.00</td>
<td>4,117.00</td>
</tr>
<tr>
<td>750.000 Supplies</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>1,684.76</td>
<td>1,463.76</td>
<td>0.00</td>
<td>8,315.24</td>
</tr>
<tr>
<td>751.000 Postage</td>
<td>4,000.00</td>
<td>4,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>4,000.00</td>
</tr>
<tr>
<td>752.000 Printing &amp; Duplicating</td>
<td>2,000.00</td>
<td>2,000.00</td>
<td>671.26</td>
<td>0.00</td>
<td>0.00</td>
<td>1,328.74</td>
</tr>
<tr>
<td>802.000 Contract Services</td>
<td>10,500.00</td>
<td>10,500.00</td>
<td>300.17</td>
<td>682.60</td>
<td>0.00</td>
<td>10,119.50</td>
</tr>
<tr>
<td>803.000 Payroll Processing</td>
<td>0.00</td>
<td>0.00</td>
<td>265.98</td>
<td>121.04</td>
<td>0.00</td>
<td>-265.98</td>
</tr>
<tr>
<td>811.000 Advertising</td>
<td>500.00</td>
<td>500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>500.00</td>
</tr>
<tr>
<td>840.000 Seminars &amp; Conferences</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>131.56</td>
<td>131.56</td>
<td>0.00</td>
<td>2,868.44</td>
</tr>
<tr>
<td>865.000 Staff Travel/Mileage</td>
<td>1,125.00</td>
<td>1,125.00</td>
<td>27.19</td>
<td>27.19</td>
<td>0.00</td>
<td>1,097.81</td>
</tr>
<tr>
<td>936.000 Equipment Purchase</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>5,000.00</td>
</tr>
<tr>
<td>950.000 Contingency</td>
<td>1,500.00</td>
<td>1,500.00</td>
<td>-34.70</td>
<td>203.20</td>
<td>0.00</td>
<td>1,534.70</td>
</tr>
<tr>
<td>981.000 Bank Fees</td>
<td>1,125.00</td>
<td>1,125.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>1,125.00</td>
</tr>
</tbody>
</table>

| Total Payroll | 208,500.00 | 208,500.00 | 35,624.20 | 15,427.83 | 0.00 | 172,872.80 |

#### G.A. Administrative

<table>
<thead>
<tr>
<th>Department</th>
<th>Original Bud.</th>
<th>Amended Bud.</th>
<th>YTD Actual</th>
<th>CURR MTH</th>
<th>Encumbr. YTD</th>
<th>Unenc Bal % Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>880.000 Transportation</td>
<td>0.00</td>
<td>0.00</td>
<td>664.75</td>
<td>564.75</td>
<td>0.00</td>
<td>-664.75</td>
</tr>
</tbody>
</table>

#### Work Opportunity Program

<table>
<thead>
<tr>
<th>Department</th>
<th>Original Bud.</th>
<th>Amended Bud.</th>
<th>YTD Actual</th>
<th>CURR MTH</th>
<th>Encumbr. YTD</th>
<th>Unenc Bal % Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>721.000 Hospital-Infant</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>5,000.00</td>
</tr>
<tr>
<td>722.000 Hospital-Outpatient</td>
<td>2,000.00</td>
<td>2,000.00</td>
<td>235.16</td>
<td>226.81</td>
<td>0.00</td>
<td>1,744.19</td>
</tr>
<tr>
<td>723.000 All Other Physicians</td>
<td>1,500.00</td>
<td>1,500.00</td>
<td>28.55</td>
<td>28.35</td>
<td>0.00</td>
<td>1,471.65</td>
</tr>
<tr>
<td>724.000 Drugs</td>
<td>45,000.00</td>
<td>45,000.00</td>
<td>8,386.02</td>
<td>8,487.62</td>
<td>0.00</td>
<td>36,503.38</td>
</tr>
<tr>
<td>725.000 Other Medical</td>
<td>500.00</td>
<td>500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>500.00</td>
</tr>
<tr>
<td>726.000 Glasses/Eye Exam &amp; Treatment</td>
<td>1,000.00</td>
<td>1,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td>727.000 Emergency Room Physicians</td>
<td>500.00</td>
<td>500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>500.00</td>
</tr>
</tbody>
</table>
## Evanston Township

For the Period: 1/1/2014 to 2/28/2014

<table>
<thead>
<tr>
<th>Fund: 101 - General Fund</th>
<th>Original Bud.</th>
<th>Amended Bud.</th>
<th>YTD Actual</th>
<th>CURR MTH</th>
<th>Encumb. YTD</th>
<th>UnencBal</th>
<th>% Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dept: 016 Medical Payment Program</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>728.000 Psych Outpatient/Mental</td>
<td>4,000.00</td>
<td>4,000.00</td>
<td>1,002.00</td>
<td>589.30</td>
<td>0.00</td>
<td>2,998.00</td>
<td>25.1</td>
</tr>
<tr>
<td>729.000 Transportation-Ambulatory</td>
<td>500.00</td>
<td>500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>500.00</td>
<td>0.0</td>
</tr>
<tr>
<td>730.000 Castastrophic insurance</td>
<td>3,200.00</td>
<td>3,200.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>3,200.00</td>
<td>0.0</td>
</tr>
<tr>
<td>731.000 X-Rays</td>
<td>1,000.00</td>
<td>1,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>1,000.00</td>
<td>0.0</td>
</tr>
<tr>
<td><strong>Medical Payment Program</strong></td>
<td>64,200.00</td>
<td>64,200.00</td>
<td>9,681.53</td>
<td>9,311.98</td>
<td>0.00</td>
<td>54,518.47</td>
<td>15.1</td>
</tr>
<tr>
<td>Dept: 017 Emergency Assistance Program</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>760.000 Housing Service</td>
<td>30,000.00</td>
<td>30,000.00</td>
<td>7,892.00</td>
<td>5,352.00</td>
<td>0.00</td>
<td>22,308.00</td>
<td>25.6</td>
</tr>
<tr>
<td>761.000 Food Service</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>5,000.00</td>
<td>0.0</td>
</tr>
<tr>
<td>920.000 Utilities</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>636.15</td>
<td>636.15</td>
<td>0.00</td>
<td>9,363.85</td>
<td>6.4</td>
</tr>
<tr>
<td><strong>Emergency Assistance Program</strong></td>
<td>45,000.00</td>
<td>45,000.00</td>
<td>8,328.15</td>
<td>5,988.15</td>
<td>0.00</td>
<td>36,671.85</td>
<td>18.5</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td>1,003,294.00</td>
<td>1,003,294.00</td>
<td>228,450.26</td>
<td>121,822.81</td>
<td>0.00</td>
<td>774,843.74</td>
<td>22.8</td>
</tr>
<tr>
<td><strong>Net Effect for General Fund</strong></td>
<td>38,267.00</td>
<td>38,267.00</td>
<td>-220,850.26</td>
<td>-121,822.81</td>
<td>0.00</td>
<td>258,917.26</td>
<td>-579.5</td>
</tr>
</tbody>
</table>

Change in Fund Balance:
## Evanston Township

For the Period: 1/1/2014 to 2/28/2014

### Fund: 202 - Town Fund

#### Revenues

<table>
<thead>
<tr>
<th>Dept</th>
<th>Original Bud</th>
<th>Amended Bud</th>
<th>YTD Actual</th>
<th>CURR MTH</th>
<th>Ensemb. YTD</th>
<th>UnencBal % Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>401.00 Property Taxes-Current Year</td>
<td>235,753.00</td>
<td>235,753.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>235,753.00</td>
</tr>
<tr>
<td>402.500 Replacement Property Tax</td>
<td>50,000.00</td>
<td>50,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>50,000.00</td>
</tr>
<tr>
<td>650.00 Interest Income</td>
<td>300.00</td>
<td>300.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>300.00</td>
</tr>
<tr>
<td>698.000 Transfer of fund balance</td>
<td>90,091.00</td>
<td>90,091.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>90,091.00</td>
</tr>
</tbody>
</table>

| Dept | 000 | 376,144.00 | 376,144.00 | 0.00 | 0.00 | 0.00 | 376,144.00 | 0.0 |

#### Expenditures

<table>
<thead>
<tr>
<th>Dept</th>
<th>Original Bud</th>
<th>Amended Bud</th>
<th>YTD Actual</th>
<th>CURR MTH</th>
<th>Ensemb. YTD</th>
<th>UnencBal % Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>702.004 Assessors Salary</td>
<td>8,000.00</td>
<td>8,000.00</td>
<td>1,333.34</td>
<td>866.67</td>
<td>0.00</td>
<td>6,666.66</td>
</tr>
<tr>
<td>702.005 Deputy Assessors Salary</td>
<td>55,412.00</td>
<td>55,412.00</td>
<td>10,199.19</td>
<td>1,841.63</td>
<td>0.00</td>
<td>45,212.81</td>
</tr>
<tr>
<td>702.006 Assessors Assistant</td>
<td>34,502.00</td>
<td>34,502.00</td>
<td>6,223.30</td>
<td>-260.00</td>
<td>0.00</td>
<td>28,278.70</td>
</tr>
<tr>
<td>703.000 Overtime</td>
<td>1,500.00</td>
<td>1,500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>1,500.00</td>
</tr>
<tr>
<td>710.000 Unemployment Tax-State</td>
<td>759.00</td>
<td>759.00</td>
<td>730.35</td>
<td>95.86</td>
<td>0.00</td>
<td>379.54</td>
</tr>
<tr>
<td>711.000 FICA/Medicare</td>
<td>6,500.00</td>
<td>6,500.00</td>
<td>1,300.05</td>
<td>187.86</td>
<td>0.00</td>
<td>5,109.95</td>
</tr>
<tr>
<td>712.000 IMRF</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>1,689.40</td>
<td>162.52</td>
<td>0.00</td>
<td>8,310.68</td>
</tr>
<tr>
<td>714.000 Medical &amp; Life insurance</td>
<td>15,000.00</td>
<td>15,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>15,000.00</td>
</tr>
<tr>
<td>750.000 Supplies</td>
<td>2,000.00</td>
<td>2,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>2,000.00</td>
</tr>
<tr>
<td>751.000 Postage</td>
<td>2,000.00</td>
<td>2,000.00</td>
<td>79.67</td>
<td>35.26</td>
<td>0.00</td>
<td>1,920.33</td>
</tr>
<tr>
<td>752.000 Printing &amp; Duplicating</td>
<td>2,000.00</td>
<td>2,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>2,000.00</td>
</tr>
<tr>
<td>755.000 Stl Well Maps</td>
<td>500.00</td>
<td>500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>500.00</td>
</tr>
<tr>
<td>802.000 Contract Services</td>
<td>1,500.00</td>
<td>1,500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>1,500.00</td>
</tr>
<tr>
<td>803.000 Payroll Processing</td>
<td>0.00</td>
<td>0.00</td>
<td>338.52</td>
<td>168.79</td>
<td>0.00</td>
<td>-338.52</td>
</tr>
<tr>
<td>806.000 Taxes/Subscriptions</td>
<td>600.00</td>
<td>600.00</td>
<td>400.00</td>
<td>0.00</td>
<td>0.00</td>
<td>200.00</td>
</tr>
<tr>
<td>841.000 Travel/Education</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>936.000 Equipment Purchase</td>
<td>2,500.00</td>
<td>2,500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>2,500.00</td>
</tr>
<tr>
<td>950.000 Contingency</td>
<td>500.00</td>
<td>500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>500.00</td>
</tr>
</tbody>
</table>

#### Assessors Department

| Dept | 021 Supervisor Department | 146,264.00 | 146,264.00 | 22,023.82 | 2,898.07 | 0.00 | 124,240.18 | 15.1 |

#### Supervisor Department

| Dept | 022 Community Purchased Services | 59,696.00 | 59,696.00 | 35.00 | 0.00 | 3.41 | 59,656.59 | 0.1 |

<p>| 903.000 Childcare Network of Evanston | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 905.000 James B. Moran Center/Comm Def | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 906.000 Housing Options | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 908.000 Evanston Northshore YWCA | 4,950.00 | 4,950.00 | 0.00 | 0.00 | 0.00 | 4,950.00 | 0.0 |
| 909.000 Child Care Center of Evanston | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 910.000 Connections For The Homeless | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 911.000 Infant Welfare Society | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 912.000 North Shore Senior Services | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 913.000 Metropolitan Family Services | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 917.501 Family Focus | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 917.502 Legal Assistance Foundation | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 917.503 YCU | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |
| 917.504 Shore Community Services | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.0 |</p>
<table>
<thead>
<tr>
<th>Fund: 202 - Town Fund</th>
<th>Original Bud.</th>
<th>Amended Bud.</th>
<th>YTD Actual</th>
<th>CURR MTH</th>
<th>Encumb. YTD</th>
<th>UnencBal</th>
<th>% Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dept: 023 Community Purchased Services</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>10,000.00</td>
<td>0.0</td>
</tr>
<tr>
<td>918.000 Blessing In A Bag</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dept: 024 Community Actions Program</td>
<td>134,950.00</td>
<td>134,950.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>134,950.00</td>
<td>0.0</td>
</tr>
<tr>
<td>901.000 Community Action Program</td>
<td>38,500.00</td>
<td>38,500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>38,500.00</td>
<td>0.0</td>
</tr>
<tr>
<td>902.000 Veteran's Services</td>
<td>715.00</td>
<td>715.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>715.00</td>
<td>0.0</td>
</tr>
<tr>
<td>916.000 Summer Youth Program</td>
<td>30,000.00</td>
<td>30,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>30,000.00</td>
<td>0.0</td>
</tr>
<tr>
<td>Dept: 025 Trustees</td>
<td>69,215.00</td>
<td>69,215.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>69,215.00</td>
<td>0.0</td>
</tr>
<tr>
<td>804.000 Legal Services</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>5,000.00</td>
<td>0.0</td>
</tr>
<tr>
<td>Trustees</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>5,000.00</td>
<td>0.0</td>
</tr>
<tr>
<td>Expenditures</td>
<td>415,124.00</td>
<td>415,124.00</td>
<td>22,058.82</td>
<td>2,899.07</td>
<td>3.41</td>
<td>393,061.77</td>
<td>5.3</td>
</tr>
<tr>
<td>Net Effect for Town Fund Change in Fund Balance:</td>
<td>-38,980.00</td>
<td>-38,980.00</td>
<td>-22,058.82</td>
<td>-2,899.07</td>
<td>3.41</td>
<td>-16,917.77</td>
<td>56.6</td>
</tr>
<tr>
<td>Grand Total Net Effect:</td>
<td>-713.00</td>
<td>-713.00</td>
<td>-242,709.08</td>
<td>-124,721.88</td>
<td>3.41</td>
<td>241,999.49</td>
<td></td>
</tr>
</tbody>
</table>
EVANSTON TOWNSHIP
MEDICAL PAYMENT SYSTEMS REPORT

VENDOR SUMMARY REPORT
02/20/14
# General Ledger Account Summary


<table>
<thead>
<tr>
<th>GL Code</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>101-016-722.000</td>
<td>$226.81</td>
</tr>
<tr>
<td>101-016-723.000</td>
<td>$28.35</td>
</tr>
<tr>
<td>101-016-724.000</td>
<td>$8,549.02</td>
</tr>
<tr>
<td>101-016-728.000</td>
<td>$569.30</td>
</tr>
</tbody>
</table>

Total Amount: $9,393.48
# GENERAL LEDGER ACCOUNTS SUMMARY

(From 03/03/14, Account: GA MED)  Report Date: 02/19/2014

<table>
<thead>
<tr>
<th>GL Code</th>
<th>Service</th>
<th>Amount Billed</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>101-016-722.000</td>
<td>Hospital Outpatient</td>
<td>$2,211.00</td>
<td>$226.81</td>
</tr>
<tr>
<td>101-016-723.000</td>
<td>All Other Physicians</td>
<td>$125.00</td>
<td>$28.35</td>
</tr>
<tr>
<td>101-016-724.000</td>
<td>Drugs</td>
<td>$8,421.02</td>
<td>$8,549.02</td>
</tr>
<tr>
<td>101-016-728.000</td>
<td>Psych Outpatient/Mental</td>
<td>$1,175.00</td>
<td>$589.30</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$11,932.02</td>
<td>$9,393.48</td>
</tr>
</tbody>
</table>
# Closed Medical Disbursements by Category


<table>
<thead>
<tr>
<th>Serviced</th>
<th>Provider</th>
<th>Client</th>
<th>PO#</th>
<th>Chk#</th>
<th>RX#</th>
<th>Date Paid</th>
<th>Amount</th>
<th>Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>All Other Physicians</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>01/08/2014</td>
<td>Access Community Health</td>
<td>N/A</td>
<td>M22534</td>
<td>7830</td>
<td></td>
<td>03/03/2014</td>
<td>$125.00</td>
<td>$28.35</td>
</tr>
<tr>
<td><strong>Hospital Out-Patient</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10/21/2013</td>
<td>Northshore Univ</td>
<td>N/A</td>
<td>M22309</td>
<td>7829</td>
<td></td>
<td>03/03/2014</td>
<td>$60.00</td>
<td>$9.96</td>
</tr>
<tr>
<td>11/13/2013</td>
<td>Northshore Univ</td>
<td>N/A</td>
<td>M21659</td>
<td>7829</td>
<td></td>
<td>03/03/2014</td>
<td>$318.00</td>
<td>$71.90</td>
</tr>
<tr>
<td>11/21/2013</td>
<td>Northshore Univ</td>
<td>N/A</td>
<td>M22308</td>
<td>7829</td>
<td></td>
<td>03/03/2014</td>
<td>$252.00</td>
<td>$28.35</td>
</tr>
<tr>
<td>12/12/2013</td>
<td>Northshore Univ</td>
<td>N/A</td>
<td>M22310</td>
<td>7829</td>
<td></td>
<td>03/03/2014</td>
<td>$252.00</td>
<td>$28.35</td>
</tr>
</tbody>
</table>

**Prescriptions**

<table>
<thead>
<tr>
<th>Serviced</th>
<th>Provider</th>
<th>Client</th>
<th>PO#</th>
<th>Chk#</th>
<th>RX#</th>
<th>Date Paid</th>
<th>Amount</th>
<th>Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/07/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21451</td>
<td>7831</td>
<td>1378262-02619</td>
<td>03/03/2014</td>
<td>$931.56</td>
<td>$33.56</td>
</tr>
<tr>
<td>01/07/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21451</td>
<td>7831</td>
<td>1378261-02619</td>
<td>03/04/2014</td>
<td>$152.46</td>
<td>$154.46</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21453</td>
<td>7831</td>
<td>13.83687-02619</td>
<td>03/04/2014</td>
<td>$164.78</td>
<td>$166.78</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22333</td>
<td>7831</td>
<td>1398925-02619</td>
<td>03/04/2014</td>
<td>$931.56</td>
<td>$33.56</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22527</td>
<td>7831</td>
<td>1374400-02619</td>
<td>03/04/2014</td>
<td>$3.55</td>
<td>$5.55</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22528</td>
<td>7831</td>
<td>1384409-02619</td>
<td>03/04/2014</td>
<td>$4.96</td>
<td>$6.96</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21455</td>
<td>7831</td>
<td>1384436</td>
<td>03/04/2014</td>
<td>$75.42</td>
<td>$77.42</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21455</td>
<td>7831</td>
<td>1384410</td>
<td>03/04/2014</td>
<td>$60.25</td>
<td>$62.25</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21455</td>
<td>7831</td>
<td>1382151</td>
<td>03/04/2014</td>
<td>$122.74</td>
<td>$124.74</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21455</td>
<td>7831</td>
<td>1382152</td>
<td>03/04/2014</td>
<td>$35.11</td>
<td>$37.11</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21455</td>
<td>7831</td>
<td>1382153</td>
<td>03/04/2014</td>
<td>$10.82</td>
<td>$12.82</td>
</tr>
<tr>
<td>01/10/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21455</td>
<td>7831</td>
<td>1374401</td>
<td>03/04/2014</td>
<td>$120.02</td>
<td>$122.02</td>
</tr>
<tr>
<td>01/13/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21458</td>
<td>7831</td>
<td>1384823-02619</td>
<td>03/04/2014</td>
<td>$53.42</td>
<td>$55.42</td>
</tr>
<tr>
<td>01/13/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21459</td>
<td>7831</td>
<td>0756936-04218</td>
<td>03/04/2014</td>
<td>$122.60</td>
<td>$124.60</td>
</tr>
<tr>
<td>01/13/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22382</td>
<td>7831</td>
<td>0716388-04218</td>
<td>03/04/2014</td>
<td>$32.65</td>
<td>$34.65</td>
</tr>
<tr>
<td>01/13/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22512</td>
<td>7831</td>
<td>0742523-04218</td>
<td>03/04/2014</td>
<td>$95.27</td>
<td>$97.27</td>
</tr>
<tr>
<td>01/16/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21626</td>
<td>7831</td>
<td>1385621-02619</td>
<td>03/04/2014</td>
<td>$80.23</td>
<td>$82.23</td>
</tr>
<tr>
<td>01/16/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21626</td>
<td>7831</td>
<td>1385618-02619</td>
<td>03/04/2014</td>
<td>$25.85</td>
<td>$27.85</td>
</tr>
<tr>
<td>01/16/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21626</td>
<td>7831</td>
<td>1385624-02619</td>
<td>03/04/2014</td>
<td>$32.86</td>
<td>$34.86</td>
</tr>
<tr>
<td>01/16/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21628</td>
<td>7831</td>
<td>0763105-04218</td>
<td>03/04/2014</td>
<td>$340.48</td>
<td>$342.48</td>
</tr>
<tr>
<td>01/16/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22515</td>
<td>7831</td>
<td>0742799-04218</td>
<td>03/04/2014</td>
<td>$14.78</td>
<td>$16.78</td>
</tr>
<tr>
<td>01/16/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22515</td>
<td>7831</td>
<td>0742801-04218</td>
<td>03/04/2014</td>
<td>$284.09</td>
<td>$286.09</td>
</tr>
<tr>
<td>01/16/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21629</td>
<td>7831</td>
<td>0758119-04218</td>
<td>03/04/2014</td>
<td>$159.92</td>
<td>$161.92</td>
</tr>
<tr>
<td>01/16/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21627</td>
<td>7831</td>
<td>1385141-02619</td>
<td>03/04/2014</td>
<td>$47.66</td>
<td>$49.66</td>
</tr>
</tbody>
</table>

**Total: 1** $125.00 $28.35

**Total: 5** $2,211.00 $226.81
## Closed Medical Disbursements by Category

**Report Date: 2/19/2014**

<table>
<thead>
<tr>
<th>Date</th>
<th>Provider</th>
<th>Client</th>
<th>PO#</th>
<th>Chk#</th>
<th>RX#</th>
<th>Date Paid</th>
<th>Amount</th>
<th>Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/16/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21627</td>
<td>7831</td>
<td>1385140-02619</td>
<td>03/04/2014</td>
<td>$13.24</td>
<td>$15.24</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21635</td>
<td>7831</td>
<td>1385683-02619</td>
<td>03/04/2014</td>
<td>$22.37</td>
<td>$24.37</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21635</td>
<td>7831</td>
<td>1385384-02619</td>
<td>03/04/2014</td>
<td>$29.53</td>
<td>$31.53</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21635</td>
<td>7831</td>
<td>1365702-02619</td>
<td>03/04/2014</td>
<td>$51.95</td>
<td>$53.95</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21635</td>
<td>7831</td>
<td>1365693-02619</td>
<td>03/04/2014</td>
<td>$164.78</td>
<td>$166.78</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21636</td>
<td>7831</td>
<td>1365773-02619</td>
<td>03/04/2014</td>
<td>$422.18</td>
<td>$424.18</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21636</td>
<td>7831</td>
<td>1385953-02619</td>
<td>03/04/2014</td>
<td>$340.48</td>
<td>$342.48</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21636</td>
<td>7831</td>
<td>1374572-02619</td>
<td>03/04/2014</td>
<td>$69.68</td>
<td>$71.68</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21636</td>
<td>7831</td>
<td>1369479-02619</td>
<td>03/04/2014</td>
<td>$31.44</td>
<td>$33.44</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21636</td>
<td>7831</td>
<td>1385775-02619</td>
<td>03/04/2014</td>
<td>$338.98</td>
<td>$340.98</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21636</td>
<td>7831</td>
<td>1385770-02619</td>
<td>03/04/2014</td>
<td>$22.92</td>
<td>$24.92</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21636</td>
<td>7831</td>
<td>1385768-02619</td>
<td>03/04/2014</td>
<td>$55.63</td>
<td>$58.63</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21636</td>
<td>7831</td>
<td>1385969-02619</td>
<td>03/04/2014</td>
<td>$3.89</td>
<td>$5.89</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21636</td>
<td>7831</td>
<td>1385962-02619</td>
<td>03/04/2014</td>
<td>$117.87</td>
<td>$119.87</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21638</td>
<td>7831</td>
<td>763820-04218</td>
<td>03/04/2014</td>
<td>$40.47</td>
<td>$42.47</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21638</td>
<td>7831</td>
<td>763819-04218</td>
<td>03/04/2014</td>
<td>$3.23</td>
<td>$5.23</td>
</tr>
<tr>
<td>01/17/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21639</td>
<td>7831</td>
<td>763170-04218</td>
<td>03/04/2014</td>
<td>$31.60</td>
<td>$33.60</td>
</tr>
<tr>
<td>01/22/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22513</td>
<td>7831</td>
<td>763592-04218</td>
<td>03/04/2014</td>
<td>$5.63</td>
<td>$7.63</td>
</tr>
<tr>
<td>01/22/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21649</td>
<td>7831</td>
<td>7032558-04218</td>
<td>03/04/2014</td>
<td>$21.68</td>
<td>$23.68</td>
</tr>
<tr>
<td>01/22/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21649</td>
<td>7831</td>
<td>7032560-04218</td>
<td>03/04/2014</td>
<td>$136.85</td>
<td>$138.85</td>
</tr>
<tr>
<td>01/24/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21649</td>
<td>7831</td>
<td>7032555-04218</td>
<td>03/04/2014</td>
<td>$21.83</td>
<td>$23.83</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22520</td>
<td>7831</td>
<td>1359094-02619</td>
<td>03/04/2014</td>
<td>$53.42</td>
<td>$55.42</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22249</td>
<td>7831</td>
<td>1372441-025619</td>
<td>03/04/2014</td>
<td>$10.74</td>
<td>$12.74</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22249</td>
<td>7831</td>
<td>1372440-02619</td>
<td>03/04/2014</td>
<td>$35.34</td>
<td>$37.34</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22249</td>
<td>7831</td>
<td>1372437</td>
<td>03/04/2014</td>
<td>$164.78</td>
<td>$165.78</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22315</td>
<td>7831</td>
<td>765035</td>
<td>03/04/2014</td>
<td>$71.06</td>
<td>$73.06</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22315</td>
<td>7831</td>
<td>763784</td>
<td>03/04/2014</td>
<td>$241.52</td>
<td>$243.52</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22315</td>
<td>7831</td>
<td>733508</td>
<td>03/04/2014</td>
<td>$389.76</td>
<td>$391.76</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22315</td>
<td>7831</td>
<td>763782</td>
<td>03/04/2014</td>
<td>$143.83</td>
<td>$145.83</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22315</td>
<td>7831</td>
<td>736985</td>
<td>03/04/2014</td>
<td>$56.63</td>
<td>$58.63</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22315</td>
<td>7831</td>
<td>757156</td>
<td>03/04/2014</td>
<td>$20.24</td>
<td>$22.24</td>
</tr>
<tr>
<td>01/27/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22315</td>
<td>7831</td>
<td>757146</td>
<td>03/04/2014</td>
<td>$45.68</td>
<td>$47.68</td>
</tr>
<tr>
<td>01/28/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M21955</td>
<td>7831</td>
<td>1387591-02619</td>
<td>03/04/2014</td>
<td>$389.76</td>
<td>$391.76</td>
</tr>
</tbody>
</table>
## Closed Medical Disbursements by Category


<table>
<thead>
<tr>
<th>Serviced</th>
<th>Provider</th>
<th>Client</th>
<th>PO#</th>
<th>Chk#</th>
<th>RX#</th>
<th>Date Paid</th>
<th>Amount</th>
<th>Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/29/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22251</td>
<td>7831</td>
<td>1378668-02619</td>
<td>03/04/2014</td>
<td>$71.99</td>
<td>$73.99</td>
</tr>
<tr>
<td>01/30/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22254</td>
<td>7831</td>
<td>1380806-0219</td>
<td>03/04/2014</td>
<td>$161.50</td>
<td>$163.50</td>
</tr>
<tr>
<td>01/30/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22254</td>
<td>7831</td>
<td>1388081-02619</td>
<td>03/04/2014</td>
<td>$40.68</td>
<td>$42.68</td>
</tr>
<tr>
<td>01/31/2014</td>
<td>Walgreen's (#35)</td>
<td>N/A</td>
<td>M22262</td>
<td>7831</td>
<td>0742623-04218</td>
<td>03/04/2014</td>
<td>$95.27</td>
<td>$97.27</td>
</tr>
</tbody>
</table>

**Psych Outpatient/Mental**

<table>
<thead>
<tr>
<th>Serviced</th>
<th>Provider</th>
<th>Client</th>
<th>PO#</th>
<th>Chk#</th>
<th>RX#</th>
<th>Date Paid</th>
<th>Amount</th>
<th>Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/18/2013</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M22302</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$75.00</td>
<td>$44.20</td>
</tr>
<tr>
<td>04/15/2013</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M22303</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$75.00</td>
<td>$44.20</td>
</tr>
<tr>
<td>11/15/2013</td>
<td>Presence Behavioral Health</td>
<td>N/A</td>
<td>M22307</td>
<td>7828</td>
<td></td>
<td>03/03/2014</td>
<td>$130.00</td>
<td>$44.20</td>
</tr>
<tr>
<td>11/26/2013</td>
<td>Presence Behavioral Health</td>
<td>N/A</td>
<td>M22311</td>
<td>7828</td>
<td></td>
<td>03/03/2014</td>
<td>$130.00</td>
<td>$44.20</td>
</tr>
<tr>
<td>01/09/2014</td>
<td>Presence Behavioral Health</td>
<td>N/A</td>
<td>M22533</td>
<td>7828</td>
<td></td>
<td>03/03/2014</td>
<td>$130.00</td>
<td>$44.20</td>
</tr>
<tr>
<td>01/11/2014</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M2298</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$50.00</td>
<td>$33.70</td>
</tr>
<tr>
<td>01/13/2014</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M2293</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$75.00</td>
<td>$44.20</td>
</tr>
<tr>
<td>01/15/2014</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M2296</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$75.00</td>
<td>$44.20</td>
</tr>
<tr>
<td>01/16/2014</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M2299</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$75.00</td>
<td>$44.20</td>
</tr>
<tr>
<td>01/18/2014</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M2300</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$50.00</td>
<td>$33.70</td>
</tr>
<tr>
<td>01/21/2014</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M2294</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$75.00</td>
<td>$44.20</td>
</tr>
<tr>
<td>01/21/2014</td>
<td>Presence Behavioral Health</td>
<td>N/A</td>
<td>M2305</td>
<td>7828</td>
<td></td>
<td>03/03/2014</td>
<td>$95.00</td>
<td>$28.35</td>
</tr>
<tr>
<td>01/23/2014</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M2301</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$50.00</td>
<td>$33.70</td>
</tr>
<tr>
<td>01/29/2014</td>
<td>Behavioral Services Center</td>
<td>N/A</td>
<td>M22532</td>
<td>7827</td>
<td></td>
<td>03/03/2014</td>
<td>$75.00</td>
<td>$44.20</td>
</tr>
</tbody>
</table>

Total Records: 85
Total Disbursed: $11,932.02
Total Paid: $9,393.48

Total: 64 $8,421.02 $8,549.02

Total: 15 $1,175.00 $586.30
DATE:    March 3, 2014

TO:       Town Trustees

FROM:     Valerie Wideman, Confidential Accounts Human Resource Manager

RE:       Ward Serving Report For The EAS Program

Listed below please find the breakdown of wards and services in Evanston and the
number of people/families serviced in each ward for the month of February 2014.
## Client List by City Ward

**EA Only, 2/1/2014 - 2/28/2014**  
**Report Date: 2/19/2014**

<table>
<thead>
<tr>
<th>Ward</th>
<th># FM</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd Ward</td>
<td>4</td>
</tr>
<tr>
<td>5th Ward</td>
<td>3</td>
</tr>
<tr>
<td>8th Ward</td>
<td>6</td>
</tr>
</tbody>
</table>

**Total Records:** 7  
**Total # FM:** 13

<table>
<thead>
<tr>
<th></th>
<th>Total: 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total: 2</td>
</tr>
<tr>
<td></td>
<td>Total: 3</td>
</tr>
</tbody>
</table>
## General Ledger Account Summary


<table>
<thead>
<tr>
<th>GL Code</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>101-017-780.00</td>
<td>$5,352.00</td>
</tr>
<tr>
<td>101-017-920.00</td>
<td>$638.15</td>
</tr>
</tbody>
</table>

**Total Amount:**  $5,988.15
## Check Register

**Report Date: 2/19/2014**

<table>
<thead>
<tr>
<th>Check #</th>
<th>Amount Paid</th>
<th>Date Paid</th>
<th>Paid To</th>
<th>GL Code</th>
<th>CW</th>
</tr>
</thead>
<tbody>
<tr>
<td>6052</td>
<td>$1,350.00</td>
<td>02/04/2014</td>
<td>James McKee</td>
<td>101-017-760.000</td>
<td>CC</td>
</tr>
<tr>
<td>6053</td>
<td>$560.00</td>
<td>02/07/2014</td>
<td>Live Evanston</td>
<td>101-017-760.000</td>
<td>HC</td>
</tr>
<tr>
<td>6054</td>
<td>$1,350.00</td>
<td>02/07/2014</td>
<td>John Dyer</td>
<td>101-017-760.000</td>
<td>HC</td>
</tr>
<tr>
<td>6055</td>
<td>$775.00</td>
<td>02/10/2014</td>
<td>Daniella Zippershtein</td>
<td>101-017-760.000</td>
<td>RM</td>
</tr>
<tr>
<td>6056</td>
<td>$161.15</td>
<td>02/12/2014</td>
<td>City of Evanston</td>
<td>101-017-920.000</td>
<td>HC</td>
</tr>
<tr>
<td>6057</td>
<td>$695.00</td>
<td>02/14/2014</td>
<td>Farnsworth Hill</td>
<td>101-017-760.000</td>
<td>HC</td>
</tr>
<tr>
<td>6058</td>
<td>$622.00</td>
<td>02/17/2014</td>
<td>James Lee Jr.</td>
<td>101-017-760.000</td>
<td>HC</td>
</tr>
<tr>
<td>6059</td>
<td>$475.00</td>
<td>02/18/2014</td>
<td>ComEd</td>
<td>101-017-920.000</td>
<td>HC</td>
</tr>
</tbody>
</table>

**Total Records:** 8  
**Total Amount:** $5,988.15
# Closed Grant Disbursements by Category

**[EA Only, 11/01/2013 - 11/30/2013]  Report Date: 11/22/2013**

<table>
<thead>
<tr>
<th>Date</th>
<th>Address</th>
<th>Ward</th>
<th>Vendor</th>
<th>Chk#</th>
<th>Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/04/2014</td>
<td>813 Dobson St.</td>
<td>8th</td>
<td>James McKee</td>
<td>6052</td>
<td>$1,350.00</td>
</tr>
<tr>
<td>02/07/2014</td>
<td>2210 Foster St.</td>
<td>5th</td>
<td>Live Evanston</td>
<td>6053</td>
<td>$560.00</td>
</tr>
<tr>
<td>02/07/2014</td>
<td>2031 Church St.</td>
<td>5th</td>
<td>John Dyer</td>
<td>6054</td>
<td>$1,350.00</td>
</tr>
<tr>
<td>02/10/2014</td>
<td>325 Custer Ave.</td>
<td>8th</td>
<td>Daniella Zippershtein</td>
<td>6055</td>
<td>$775.00</td>
</tr>
<tr>
<td>02/14/2014</td>
<td>956 Dobson St.</td>
<td>8th</td>
<td>Farnsworth Hill</td>
<td>6056</td>
<td>$695.00</td>
</tr>
<tr>
<td>02/17/2014</td>
<td>723 Dodge Ave.</td>
<td>2nd</td>
<td>James Lee</td>
<td>6057</td>
<td>$822.00</td>
</tr>
</tbody>
</table>

**Utilities**

<table>
<thead>
<tr>
<th>Date</th>
<th>Address</th>
<th>Ward</th>
<th>Vendor</th>
<th>Chk#</th>
<th>Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/12/2014</td>
<td>748 Dodge Ave</td>
<td>2nd</td>
<td>City of Evanston, Water</td>
<td>6058</td>
<td>$161.00</td>
</tr>
<tr>
<td>02/08/2014</td>
<td>425 Howard St.</td>
<td>8th</td>
<td>ComEd</td>
<td>6059</td>
<td>$475.00</td>
</tr>
</tbody>
</table>

**Total Records:** 8  
**Total Disbursed:** $5,988.15  
**Total Paid:** $5,988.15
DATE: March 3, 2014
TO: Town Trustees
FROM: Valerie Wideman, Confidential Accounts Human Resource Manager
RE: Sam’s Club

Attached, please find the Sam’s Club Credit Card Statement per your request.
DATE: March 3, 2014
TO: Town Trustees
FROM: Valerie Wideman, Confidential Accounts Human Resource Manager
RE: Copy of Monthly Bills

Attached please find copies of the GA Office Depot bills per your request.
### Bill To:
ATTN: ACCTS PAYABLE  
LORRAINE H MORTON CIVIC CNTR  
2100 RIDGE AVE RM 1600  
1ST FLOOR  
EVANSTON IL 60201-2716  
[Bill To Address Details]

### Ship To:
LORRAINE H MORTON CIVIC CNTR  
2100 RIDGE AVE RM 1600  
1ST FLOOR  
EVANSTON IL 60201-2716  
[Ship To Address Details]

<table>
<thead>
<tr>
<th>ACCOUNT NUMBER</th>
<th>ACCOUNT MANAGER</th>
<th>SHIP TO ID</th>
<th>ORDER NUMBER</th>
<th>ORDER DATE</th>
<th>SHIPPED DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Talbot, Tracy Lynn</td>
<td>ROOM 1600</td>
<td>681236902001</td>
<td>01-NOV-13</td>
<td>04-NOV-13</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BILLING ID</th>
<th>PURCHASE ORDER</th>
<th>RELEASE</th>
<th>ORDERED BY</th>
<th>DESKTOP</th>
<th>COST CENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>VALENE WIDEMAN</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CATALOG ITEM #</th>
<th>MANUF CODE</th>
<th>DESCRIPTION / CUSTOMER ITEM #</th>
<th>UM</th>
<th>QTY</th>
<th>QTY</th>
<th>QTY</th>
<th>QTY</th>
<th>UNIT PRICE</th>
<th>EXTENDED PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>940837</td>
<td>8501010D</td>
<td>PAPER,COPY,OD,CASE,10-RE 348037</td>
<td>CA</td>
<td>10</td>
<td>10</td>
<td>0</td>
<td>36.120</td>
<td>361.20</td>
<td></td>
</tr>
<tr>
<td>COMMENTS: 1 case of copy paper</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>907888</td>
<td>DEF700801</td>
<td>HOLDER,DESK,BUS CRD,6PKT 907888</td>
<td>EA</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>8.830</td>
<td>8.83</td>
<td></td>
</tr>
<tr>
<td>COMMENTS: business card holder</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>324398</td>
<td>BH001B</td>
<td>HOLDER,BOOK,COPY,BLACK 324398</td>
<td>EA</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>6.570</td>
<td>6.57</td>
<td></td>
</tr>
<tr>
<td>COMMENTS: paper holder</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>977992</td>
<td>Q6470A</td>
<td>CARTRIDGE,LASERJET,Q6470 977992</td>
<td>EA</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>124.270</td>
<td>124.27</td>
<td></td>
</tr>
<tr>
<td>COMMENTS: black hp laser jet cartridge</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>940684</td>
<td>Q6471A</td>
<td>CARTRIDGE,HP Q6471A,LSRJ 940684</td>
<td>EA</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>132.480</td>
<td>132.48</td>
<td></td>
</tr>
<tr>
<td>COMMENTS: cyan hp laser jet cartridge</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>940648</td>
<td>Q6472A</td>
<td>CARTRIDGE,HP Q6472A,LSRJ 940648</td>
<td>EA</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>132.480</td>
<td>132.48</td>
<td></td>
</tr>
<tr>
<td>COMMENTS: yellow hp laser jet cartridge</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>940688</td>
<td>Q6473A</td>
<td>CARTRIDGE,Q6473A,LASERJE 940688</td>
<td>EA</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>132.480</td>
<td>132.48</td>
<td></td>
</tr>
<tr>
<td>COMMENTS: magenta hp laser jet cartridge</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>305468</td>
<td>99401</td>
<td>PAD,PERF,8,5X11,OD,LGL R 305468</td>
<td>DZ</td>
<td>20</td>
<td>20</td>
<td>0</td>
<td>4.920</td>
<td>98.40</td>
<td></td>
</tr>
<tr>
<td>270871</td>
<td>TOP99701</td>
<td>PAD,WIRE,DTGTGLD,8,5X11,7</td>
<td>EA</td>
<td>20</td>
<td>20</td>
<td>0</td>
<td>7.580</td>
<td>151.60</td>
<td></td>
</tr>
<tr>
<td>504908</td>
<td>888-85SCY</td>
<td>NOTE,PST-IT,SSTCKY,4X8,5 504908</td>
<td>PK</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>9.060</td>
<td>18.12</td>
<td></td>
</tr>
<tr>
<td>346429</td>
<td>SF-016A</td>
<td>HOLDER,BUSINESS CARD 346429</td>
<td>EA</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1.500</td>
<td>1.50</td>
<td></td>
</tr>
</tbody>
</table>
**REPRINT OF ORIGINAL INVOICE**

**For Customer Service Order: (888) 263-3423**  
**For Account:**  
(800) 721-6992

**INVOICE NUMBER:** 681236902001  
**AMOUNT DUE:** 1,167.93  
**PAGE NUMBER:** 2 OF 2

**INVOICE DATE:** 04-NOV-13  
**TERMS:** Net 30  
**PAYMENT DUE:** 08-DEC-13

---

**Federal ID #:** 59-2663954

**Bill To:**  
ATTN: ACCTS PAYABLE  
LORRAINE H MORTON CIVIC CNTR  
2100 RIDGE AVE RM 1600  
1ST FLOOR  
EVANSTON IL 60201-2716

**Ship To:**  
LORRAINE H MORTON CIVIC CNTR  
2100 RIDGE AVE RM 1600  
1ST FLOOR  
EVANSTON IL 60201-2716

---

<table>
<thead>
<tr>
<th>ACCOUNT NUMBER</th>
<th>ACCOUNT MANAGER</th>
<th>SHIP TO ID</th>
<th>ORDER NUMBER</th>
<th>ORDER DATE</th>
<th>SHIPPED DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Talbot, Tracy Lynn</td>
<td>ROOM 1600</td>
<td>681236902001</td>
<td>01-NOV-13</td>
<td>04-NOV-13</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>BILLING ID</th>
<th>PURCHASE ORDER</th>
<th>RELEASE</th>
<th>ORDERED BY</th>
<th>DESKTOP</th>
<th>COST CENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>VALERIE</td>
<td>WIDEMAN</td>
<td></td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>CATALOG ITEM #</th>
<th>DESCRIPTION</th>
<th>U/M</th>
<th>QTY</th>
<th>QTY</th>
<th>QTY</th>
<th>UNIT</th>
<th>EXTENDED</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

SUB-TOTAL: 1,167.93  
TIERED DISCOUNT: 0.00  
DELIVERY: 0.00  
MISCELLANEOUS: 0.00  
SALES TAX: 0.00  
TOTAL: 1,167.93

---

**ALL AMOUNTS ARE BASED ON USD CURRENCY**

---

**DETACH HERE**

---

**CUSTOMER NAME:** LORRAINE H MORTON CIVIC CNTR  
**BILLING ID:** 681236902001  
**INVOICE NUMBER:** 681236902001  
**INVOICE DATE:** 04-NOV-13  
**INVOICE AMOUNT:** 1,167.93  
**AMOUNT ENCLOSED:** 1,167.93

---

**FLO 146739792 6812369020013 00000116793 1 6**

---

**PLEASE**  
OFFICE DEPT  
PO BOX 36040  
CHICAGO, IL 60680-1040

**SEND YOUR**

---

**PLEASE RETURN THIS STUB WITH YOUR PAYMENT TO ENSURE PROMPT CREDIT TO YOUR ACCOUNT.**

---

**PLEASE DO NOT STAPLE OR FOLD. THANK YOU**

---

86 of 160
# Original Invoice

**Bill To:**

ATTN: ACCTS PAYABLE  
LOURNAINE H MORTON CIVIC CNTR  
1ST FLOOR  
2100 RIDGE AVE RM 1600  
EVANSTON IL 60201-2716

**Ship To:**

LOURNAINE H MORTON CIVIC CNTR  
2100 RIDGE AVE RM 1600  
EVANSTON IL 60201-2716

<table>
<thead>
<tr>
<th>Catalog Item #</th>
<th>Description/Customer Item #</th>
<th>U/M</th>
<th>QTY Ord</th>
<th>QTY Shipped</th>
<th>QTY B/O</th>
<th>Unit Price</th>
<th>Extended Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>262683</td>
<td>INDEX 8.5X5.5 5-TAB</td>
<td>ST</td>
<td>10</td>
<td>10</td>
<td>0</td>
<td>1.090</td>
<td>10.90</td>
</tr>
<tr>
<td></td>
<td>AVE1102</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>879552</td>
<td>STAMP,INK,1 OZ,BLACK</td>
<td>EA</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>2.640</td>
<td>5.28</td>
</tr>
<tr>
<td>032962</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>421265</td>
<td>PAD,STAMP,OD,#2,GEL,RED</td>
<td>EA</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>2.400</td>
<td>2.40</td>
</tr>
<tr>
<td>032544</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>193053</td>
<td>PEN,RB,JIMMIE,BLK</td>
<td>DZ</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>14.290</td>
<td>42.87</td>
</tr>
<tr>
<td>216071</td>
<td>PEN,ROLLERBALL,JIMMIE,DOZ</td>
<td>DZ</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>14.290</td>
<td>42.87</td>
</tr>
<tr>
<td>44120</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>120709</td>
<td>PENS,MED,PT,RSVP,12PK,BLU</td>
<td>DZ</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>4.870</td>
<td>14.61</td>
</tr>
<tr>
<td>BK91PC12C</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>120675</td>
<td>PENS,MED,PT,RSVP,12PK,BLA</td>
<td>DZ</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>3.030</td>
<td>9.09</td>
</tr>
<tr>
<td>BK91PC12A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>459973</td>
<td>CALCULATOR,PRINTING,P170-</td>
<td>EA</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>28.480</td>
<td>56.96</td>
</tr>
<tr>
<td>01818001</td>
<td>459973</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>108862</td>
<td>PAPER ROLL,2-1/4X130,SNGL</td>
<td>PK</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>5.220</td>
<td>10.44</td>
</tr>
<tr>
<td>108862</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>346037</td>
<td>PAPER,COPY,OD,CASE,10-RE</td>
<td>CA</td>
<td>10</td>
<td>10</td>
<td>0</td>
<td>38.160</td>
<td>381.60</td>
</tr>
<tr>
<td>851001OD</td>
<td>346037</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>456621</td>
<td>PAPER,65#,95#,250PK,B/WHI</td>
<td>PK</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>10.370</td>
<td>20.74</td>
</tr>
<tr>
<td>91904</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Received**

FEB 10 2014

87 of 160  E. T. GAN

CONTINUED ON NEXT PAGE...
**BILL TO:**
ATTN: ACCTS PAYABLE
LORRAINE H MORTON CIVIC CNTR
1ST FLOOR
2100 RIDGE AVE RM 1600
Evanston IL 60201-2716

**SHIP TO:**
LORRAINE H MORTON CIVIC CNTR
2100 RIDGE AVE RM 1600
Evanston IL 60201-2716

**RECEIVED**
FEB 10 2014
E. T. G. A.
ACCOUNTS PAYABLE

<table>
<thead>
<tr>
<th>ACCOUNT NUMBER</th>
<th>PURCHASE ORDER NUMBER</th>
<th>GOODS</th>
<th>ORDER NUMBER</th>
<th>ORDER DATE</th>
<th>SHIPPED DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>692519825001</td>
<td>28-JAN-14</td>
<td>28-JAN-14</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CATALOG ITEM #/ MANUFACTURER CODE</th>
<th>DESCRIPTION/ CUSTOMER ITEM #</th>
<th>U/M</th>
<th>QTY</th>
<th>QTY</th>
<th>QTY</th>
<th>UNIT PRICE</th>
<th>EXTENDED PRICE</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th></th>
<th>SUB-TOTAL</th>
<th>DELIVERY</th>
<th>SALES TAX</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>873.64</td>
<td>0.00</td>
<td>0.00</td>
<td>873.64</td>
</tr>
</tbody>
</table>

All amounts are based on USD currency.

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note problem so we may issue credit or replacement, whichever you prefer. Please do not ship collect. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 5 days after delivery.

**CUSTOMER NAME**
LORRAINE H MORTON
CIVIC CNTR

**BILLING ID**
692519825001

**INVOICE NUMBER**
692519825001

**INVOICE DATE**
28-JAN-14

**INVOICE AMOUNT**
873.64

**AMOUNT ENCLOSED**
873.64

Please return this stub with your payment to ensure prompt credit to your account.

Please DO NOT staple or fold. Thank You.

OFFICE DEPOT
PO BOX 88040
Chicago IL 60680-1040

Please send your check to:
THANKS FOR YOUR ORDER
IF YOU HAVE ANY QUESTIONS OR PROBLEMS, JUST CALL US
FOR CUSTOMER SERVICE ORDER: (888) 263-3423
FOR ACCOUNT: (800) 721-6592

BILL TO:
ATTN: ACCTS PAYABLE
LORRAINE H MORTON CIVIC CNTR
1ST FLOOR
2100 RIDGE AVE RM 1600
Evanston IL 60201-2716

SHPP TO:
LORRAINE H MORTON CIVIC CNTR
2100 RIDGE AVE RM 1600
Evanston IL 60201-2716

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION/ CUSTOMER ITEM #</th>
<th>QTY</th>
<th>G/D</th>
<th>B/D</th>
<th>EXTENDED PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>933291</td>
<td>INDEX,11X8.5,JAN-DEC</td>
<td>10</td>
<td>10</td>
<td>0</td>
<td>54.90</td>
</tr>
<tr>
<td>11328</td>
<td>933291</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>710253</td>
<td>JACKET,FILE,LTR,STR,2&quot;EXP</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>23.51</td>
</tr>
<tr>
<td>75560</td>
<td>710253</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

RECEIVED
FEB 10 2014
E. T. G. A.
ACCOUNTS PAYABLE

SUB-TOTAL 78.41
DELIVERY 0.00
SALES TAX 0.00
TOTAL 78.41

All amounts are based on USD currency

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note problem as we may issue credit or replacement, whichever you prefer. Please do not ship collect. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 5 days after delivery.

CUSTOMER NAME
LORRAINE H MORTON CIVIC CNTR

BILLING ID
695112834001
INVOICE NUMBER
695112834001
INVOICE DATE
31-JAN-14
INVOICE AMOUNT
78.41
AMOUNT ENCLOSLED
78.41

Please return this stub with your payment to ensure prompt credit to your account.

Please DO NOT staple or fold. Thank You.
BILL TO:
ATTN: ACCTS PAYABLE
LORRAINE H MORTON CIVIC CNTR
1ST FLOOR
2100 RIDGE AVE RM 1600
Evanston IL 60201-2716

SHIP TO:
LORRAINE H MORTON CIVIC CNTR
2100 RIDGE AVE RM 1600
Evanston IL 60201-2716

ACCOUNT NUMBER PURCHASE ORDER
000003 693123285001

RECEIVED
FEB 10 2014

E. T. G. A.
ACCOUNTS PAYABLE

SUB-TOTAL 155.94

DELIVERY 0.00

SALES TAX 0.00

TOTAL 155.94

All amounts are based on USD currency

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note problem so we may issue credit or replacement, whichever you prefer. Please do not ship collect. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 5 days after delivery.

CUSTOMER NAME
LORRAINE H MORTON CIVIC CNTR

BILLING ID

INVOICE NUMBER 693123285001
INVOICE DATE 31-JAN-14
INVOICE AMOUNT 155.94

AMOUNT ENCLOSED

FLO 146739792 6931232850016 00000015594 1 5

Please return this stub with your payment to ensure prompt credit to your account.

Please DO NOT staple or fold. Thank You.

OFFICE DEPOT
PO Box 88040
Chicago IL 60680-1040

90 of 160
DATE: February 3, 2014

TO: Town Trustees

FROM: Valerie Wideman, Confidential Accounts Human Resource Manager

RE: Copy of Monthly Bills

Attached please find copies of the GA Office Depot bills per your request.
BILL TO:
ATTN: ACCTS PAYABLE
LORRAINE H MORTON CIVIC CNTR
1ST FLOOR
2100 RIDGE AVE RM 1600
Evanston IL 60201-2716

SHIP TO:
LORRAINE H MORTON CIVIC CNTR
1ST FLOOR
2100 RIDGE AVE RM 1600
Evanston IL 60201-2716

ACCOUNT NUMBER | PURCHASE ORDER | SHIP TO ID | ORDER NUMBER | ORDER DATE | SHIPPED DATE |
--- | --- | --- | --- | --- | --- |
 | | | | | | |

INVOICE NUMBER | AMOUNT DUE | PAGE NUMBER |
--- | --- | --- |
697721861001 | 18.72 | Page 1 of 1 |

INVOICE DATE | TERMS | PAYMENT DUE |
--- | --- | --- |
06-FEB-14 | Net 30 | 09-MAR-14 |

ACCOUNT MANAGER | RELEASE | ORDERED BY | DESKTOP | COST CENTER |
--- | --- | --- | --- | --- |
VALERIE WIDEMAN | | | | |

CATALOG ITEM #/ MANUF CODE | DESCRIPTION/ CUSTOMER ITEM # | U/M | QTY ORD | QTY SHIP | QTY B/O | UNIT PRICE | EXTENDED PRICE |
--- | --- | --- | --- | --- | --- | --- | --- |
933382 | DIVIDER,PREM,CPPR,REINF,8 | ST | 12 | 12 | 0 | 1.560 | 18.72 |
23285 | 933382 | |

SUB-TOTAL | 18.72 |
DELIVERY | 0.00 |
SALES TAX | 0.00 |
TOTAL | 18.72 |

All amounts are based on USD currency.

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note problem so we may issue credit or replacement, whichever you prefer. Please do not ship collect. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 5 days after delivery.

DETACH HERE
CUSTOMER NAME | BILLING ID | INVOICE NUMBER | INVOICE DATE | INVOICE AMOUNT | AMOUNT ENCLOSED |
--- | --- | --- | --- | --- | --- |
LORRAINE H MORTON CIVIC CNTR | | 697721861001 | 06-FEB-14 | 18.72 | 18.72 |

Please return this stub with your payment to ensure prompt credit to your account.

Please DO NOT staple or fold. Thank You.
THANKS FOR YOUR ORDER
IF YOU HAVE ANY QUESTIONS OR PROBLEMS, JUST CALL US
FOR CUSTOMER SERVICE ORDER: (888) 263-5425
FOR ACCOUNT: (800) 721-6592

INVOICE NUMBER | AMOUNT DUE | PAGE NUMBER
-----------------|------------|--------------
693112835001    | 49.99      | Page 1 of 1

INVOICE DATE | TERMS | PAYMENT DUE
-------------|-------|------------
31-JAN-14    | Net 30 | 02-MAR-14

BILL TO:
ATTN: ACCTS PAYABLE
LORRAINE H MORTON CIVIC CNTR
1ST FLOOR
2100 RIDGE AVE RM 1600
EVANSTON IL 60201-2716

SHIP TO:
LORRAINE H MORTON CIVIC CNTR
2100 RIDGE AVE RM 1600
EVANSTON IL 60201-2716

ACCOUNT NUMBER | PURCHASE ORDER | SHIP TO ID | ORDER NUMBER | ORDER DATE | SHIPPED DATE
---------------|----------------|------------|--------------|------------|--------------
00003          | 693112835001   | 00003      | 30-JAN-14    | 31-JAN-14  |

BILLING ID | ACCOUNT MANAGER | RELEASE | ORDERED BY | DESKTOP |
----------|-----------------|---------|------------|---------|
00003     | VALERIE WIDEMAN | 00003   | 00003      |         |

CATALOG ITEM #: | DESCRIPTION/ CUSTOMER ITEM #: | U/M | QTY | QTY | QTY | UNIT PRICE | EXTENDED PRICE
---------------|-------------------------------|-----|-----|-----|-----|------------|----------------|
400228        | Folder, Employee Personnel    | PK  | 1   | 1   | 0   | 49.990     | 49.99          |

SUB-TOTAL: 49.99
DELIVERY: 0.00
SALES TAX: 0.00
TOTAL: 49.99

All amounts are based on USD currency

To return supplies, please repack in original box and insert packing list, or copy of this invoice. Please note problem so we may issue credit or replacement, whichever you prefer. Please do not ship collect. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 5 days after delivery.

CUSTOMER NAME
LORRAINE H MORTON
CIVIC CNTR

BILLING ID
00003

INVOICE NUMBER
693112835001

INVOICE DATE
31-JAN-14

AMOUNT ENCLOSED
$49.99

DETACH HERE

Please return this stub with your payment to ensure prompt credit to your account.

SEND YOUR CHECK TO:
OFFICE DEPOT
PO BOX 88040
CHICAGO, IL 60680-1040
Memorandum

To: Members of the Human Services Committee

From: Richard Eddington, Chief of Police

Subject: Human Services Committee Report

Date: 13 February 2014

Attached are the summaries of complaint reviews since our last meeting. All of the complaints have been reviewed by the Citizen Advisory Board and the Citizen Police Advisory Committee. Their findings are listed at the conclusion of each report. Additionally, there are 12 positive letters and comments received complimenting the department's interactions with the community.

DI 13-21
DI 13-22
DI 13-23
DI 13-24
DI 13-25
DI 13-26
CR 13-12

Richard Eddington
Chief of Police
**PENDING COMPLAINT REGISTERS and DEPARTMENTAL INQUIRIES**

*(EFFECTIVE 02-13-14)*

<table>
<thead>
<tr>
<th>Number</th>
<th>DATE INITIATED</th>
<th>CHARGE</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CR 13-10</td>
<td>10-11-13</td>
<td>Unprofessional Conduct</td>
<td>Investigation Pending</td>
</tr>
<tr>
<td>CR 13-13</td>
<td>11-23-13</td>
<td>False Arrest</td>
<td>Investigation Pending</td>
</tr>
<tr>
<td>CR 13-14</td>
<td>11-24-13</td>
<td>False Arrest</td>
<td>Investigation Pending</td>
</tr>
<tr>
<td>DI 13-27</td>
<td>11-21-13</td>
<td>Incompetence/Inefficiency</td>
<td>Investigation Pending</td>
</tr>
<tr>
<td>DI 14-01</td>
<td>02-05-14</td>
<td>Failure to provide prompt/courteous service</td>
<td>Divisional Review</td>
</tr>
<tr>
<td>DI 14-02</td>
<td>02-06-14</td>
<td>Disrespectful Behavior</td>
<td>Divisional Review</td>
</tr>
</tbody>
</table>
## COMPLETED COMPLAINT REGISTERS and DEPARTMENTAL INQUIRIES

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Charge</th>
<th>Date Initiated</th>
<th>Date Completed</th>
<th>Disposition</th>
</tr>
</thead>
<tbody>
<tr>
<td>CR 13-01</td>
<td>Improper Service</td>
<td>1-5-13</td>
<td>3-14-13</td>
<td>Sustained</td>
</tr>
<tr>
<td>CR 13-02</td>
<td>Unprofessional Conduct</td>
<td>1-7-13</td>
<td>3-8-13</td>
<td>Not Sustained</td>
</tr>
<tr>
<td>CR 13-03</td>
<td>Unprofessional Conduct</td>
<td>1-13-13</td>
<td>6-4-13</td>
<td>Unfounded</td>
</tr>
<tr>
<td>CR 13-04</td>
<td>Impeding Dept. Goals</td>
<td>1-29-13</td>
<td>5-14-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>CR 13-05</td>
<td>Disrespectful Behavior</td>
<td>02-25-13</td>
<td>5-14-13</td>
<td>Not Sustained</td>
</tr>
<tr>
<td>CR 13-06</td>
<td>Unprofessional Conduct</td>
<td>03-15-13</td>
<td>6-7-13</td>
<td>Changed to DI 13-10</td>
</tr>
<tr>
<td>CR 13-07</td>
<td>Impeding Dept. Goals</td>
<td>3-18-13</td>
<td>4-16-13</td>
<td>Changed to DI 13-07</td>
</tr>
<tr>
<td>CR 13-08</td>
<td>False Arrest</td>
<td>04-17-13</td>
<td>07-29-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>CR 13-09</td>
<td>False Arrest</td>
<td>07-16-13</td>
<td>07-16-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>CR 13-11</td>
<td>Unprofessional Conduct</td>
<td>10-17-13</td>
<td>11-07-13</td>
<td>Changed to DI 13-24</td>
</tr>
<tr>
<td>CR 13-12</td>
<td>Unprofessional Conduct</td>
<td>09-05-13</td>
<td>10-29-13</td>
<td>SOL</td>
</tr>
<tr>
<td>DI 13-01</td>
<td>Disrespectful Behavior</td>
<td>10-14-12</td>
<td>01-11-13</td>
<td>Sustained</td>
</tr>
<tr>
<td>DI 13-02</td>
<td>Disrespectful Behavior</td>
<td>1-11-13</td>
<td>1-28-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>DI 13-03</td>
<td>Impeding Department Goals</td>
<td>1-3-13</td>
<td>2-4-13</td>
<td>Not Sustained</td>
</tr>
<tr>
<td>DI 13-04</td>
<td>Inappropriate Comments</td>
<td>2-9-13</td>
<td>2-18-13</td>
<td>Unfounded</td>
</tr>
<tr>
<td>DI 13-05</td>
<td>Disrespectful Behavior</td>
<td>02-25-13</td>
<td>5-14-13</td>
<td>Changed to CR 13-05</td>
</tr>
<tr>
<td>DI 13-06</td>
<td>Disrespectful Behavior</td>
<td>2-16-13</td>
<td>3-7-13</td>
<td>Unfounded</td>
</tr>
<tr>
<td>DI 13-07</td>
<td>Impeding Dept. Goals</td>
<td>03-18-13</td>
<td>04-16-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>DI 13-08</td>
<td>Incompetence</td>
<td>03-18-13</td>
<td>06-13-13</td>
<td>Policy Failure</td>
</tr>
<tr>
<td>DI 13-10</td>
<td>Disrespectful Behavior</td>
<td>03-18-13</td>
<td>6-7-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>DI 13-11</td>
<td>Failure to perform a duty</td>
<td>04-10-13</td>
<td>04-21-13</td>
<td>Sustained</td>
</tr>
<tr>
<td>Case</td>
<td>Violation of Law, Ordinance, Rule</td>
<td>Date 1</td>
<td>Date 2</td>
<td>Decision</td>
</tr>
<tr>
<td>------</td>
<td>----------------------------------</td>
<td>--------</td>
<td>--------</td>
<td>----------</td>
</tr>
<tr>
<td>DI 13-12</td>
<td>Violation of Law, Ordinance, Rule</td>
<td>4-16-13</td>
<td>5-8-13</td>
<td>Unfounded</td>
</tr>
<tr>
<td>DI 13-13</td>
<td>Disrespectful Behavior</td>
<td>4-6-13</td>
<td>5-8-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>DI 13-14</td>
<td>Disrespectful Behavior</td>
<td>5-4-13</td>
<td>5-14-13</td>
<td>Not Sustained</td>
</tr>
<tr>
<td>DI 13-15</td>
<td>Impeding Dept. Goals</td>
<td>05-26-13</td>
<td>6-26-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>DI 13-16</td>
<td>Incompetence</td>
<td>05-14-13</td>
<td>06-17-13</td>
<td>Not Sustained</td>
</tr>
<tr>
<td>DI 13-17</td>
<td>Incompetence</td>
<td>06-11-13</td>
<td>09-12-13</td>
<td>Not Sustained</td>
</tr>
<tr>
<td>DI 13-18</td>
<td>Impeding Dept. Goals</td>
<td>06-25-13</td>
<td>07-13-13</td>
<td>Not Sustained</td>
</tr>
<tr>
<td>DI 13-19</td>
<td>Incompetence</td>
<td>08-04-13</td>
<td>09-06-13</td>
<td>Not Sustained</td>
</tr>
<tr>
<td>DI 13-20</td>
<td>Disrespectful Behavior</td>
<td>09-09-13</td>
<td>10-01-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>DI 13-21</td>
<td>Unprofessional Conduct</td>
<td>09-04-13</td>
<td>10-21-13</td>
<td>Unfounded</td>
</tr>
<tr>
<td>DI 13-22</td>
<td>Failure to render police service</td>
<td>09-25-13</td>
<td>11-07-13</td>
<td>Written Reprimand</td>
</tr>
<tr>
<td>DI 13-23</td>
<td>Disrespectful Behavior</td>
<td>08-28-13</td>
<td>10-23-13</td>
<td>Exonerated</td>
</tr>
<tr>
<td>DI 13-24</td>
<td>Unprofessional Conduct</td>
<td>10-17-13</td>
<td>11-07-13</td>
<td>Unfounded</td>
</tr>
<tr>
<td>DI 13-25</td>
<td>Unprofessional Conduct</td>
<td>10-29-13</td>
<td>11-07-13</td>
<td>Unfounded</td>
</tr>
<tr>
<td>DI 13-26</td>
<td>Unprofessional Conduct</td>
<td>10-12-13</td>
<td>11-05-13</td>
<td>Not Sustained</td>
</tr>
</tbody>
</table>
Human Service Committee
March 03rd, 2014

DISPOSITIONS

Unfounded - Allegations false; no credible evidence to support them
Withdrawn - Complainant withdrew complaint
Unresolved - Complainant failed to cooperate in the investigation
Not Sustained - Insufficient evidence to prove or disprove the allegations
Exonerated - Incident occurred, but was lawful or proper
Policy Failure - Allegation true, but the officer acted in conformance with policy resulting in harm to the complainant
Not City Related - Outside the jurisdiction of the City
Sustained - Allegations supported by sufficient evidence to justify a reasonable conclusion of guilt
SOL - The complainant failed to cooperate further
LETTERS

&

INFORMATION
PHONE CALL COMPLIMENTING OFFICER

Date: November 27, 2013

Caller: [Redacted]

Complimenting praiseworthy police work by: Officer Adam Nawotka #243
and
Officer Schienbein #203

Reference: Caller left a voice message stating he wants to leave compliments for Officer Nawotka and Officer Schienbein. He appreciates that they were professional in handling his situation. He wants to make sure they are recognized because they showed the utmost courtesy in a sensitive situation when he was worried about his mother.

Submitted by: Michelle Smith
PHONE CALL COMPLIMENTING OFFICER

Date: November 27, 2013

Caller: [redacted]

Complimenting praiseworthy police work by: Evanston Police Department

Reference: Caller left a voice message stating she is a long time resident of Evanston and we have a marvelous and wonderful police force. She saw two dogs run across the intersection of Main and Dodge and were almost hit. She called the police, and in seconds police came to the scene. Evanston is a wonderful town because of the great police force we have. She feels protected, and thanks Chief Eddington and the police from the bottom of her heart.

Submitted by: Michelle Smith
Hi Michelle,

If you haven't received this already, it's from Alderman Rainey's Message Board. The following personnel responded to this incident:

Dispatch:
- T/C Linda Thompson
- T/C Tory Wideman
- T/C Mike Stonequest

371:
- Ofr. Pedro Carrasco

378:
- Ofr. Joe Panek
- Ofr. Sean O'Brien

380:
- Ofr. Ted Schienbein

So I'm standing in our breakfast nook looking out at the Ashland cul de sac, and a black junk pickup truck comes up, turns around and pauses. I see the two guys in the truck looking around, and think "oh, they're waiting for us to bring out their next treasure" (we've been doing mega-cleaning and putting a lot out) and next thing I know, they're grabbing a wrought-iron chair off of our patio!

I run out, thinking there's no way throwing that away, he just got it. "Hey buddy, what are you doing?" I go. He runs to the truck, tosses the chair in the back, the truck's already rolling, off they go -- just out of Plate 1D range for me.

I call 911. Address, burglary, vehicle & passenger description (didn't see the driver), which way they headed (down Brummel to Florence, South towards Howard). "will you talk to the officer?" Of course. "OK I'll send somebody over." But what about the TRUCK?? "we'll send an officer to the area." Sigh. OK, 20 minutes go by. WTF?

Next time I look out, there's an officer talking to someone. He comes over.
"Would you just take a quick ride in the squad car? We have the truck and the driver, about a block away...could you ID him?" Yup, think so. They take us down to Brummel & Florence; sure enough, there's the truck, there's the passenger.

They take us back home. "I don't really want to mess up the guy's life -- just want to scare him a little." AND get his chair back! If one guy is messing it up for everyone else, that's a bad deal...but we shouldn't short-circuit a legit service we get from the junkers, who are turning trash into treasure and feeding their kids.

Anyway, a little adventure on a rainy Saturday afternoon. Black compact pickup, wood sides, obvious junker; short hispanic driver & passenger. Heads up everybody, even though they probably won't be back in the hood any time soon.

GREAT job by officer Carrusco (sp?) and the other officers! EPD!

But wait, there's more.

Turns out, the truck was full of stolen patio furniture -- nice stuff, not flea market junk like what we have (sorry ); PLUS, they were drinking and driving. And by that I mean, drunk, WITH open beer in the car.

This changes things a bit: the officer persuaded , and I'll go along as the witness, to actually press charges so they can make an arrest. There'll be a court date. Sigh. Will have to track the case, measure how much time they're off the street, find out something about the perps, then sort out our position vis a vis the hearing/trial.

Still, doesn't change the EPD's STELLAR performance. Evanston's finest, for sure! If you're missing some patio furniture, check in on the non-emergency number.

Communications Coordinator
Evanston Police Department
Evanston, IL 60202

Chief Richard Eddington
Evanston Police Department
1454 Elmwood
Evanston Illinois

November 12, 2013

Dear Chief Eddington,

This is a letter that is long overdue. On the evening of September 5, 2013 my husband and I called Evanston 911 because our 23 year old son was in the tree in front of our house with a rope threatening to kill himself. My husband made the call. Our son ran off as soon as the call was made. Evanston officers responded immediately and blanketed the area with cars. Our son was located within minutes and safely transported to Evanston Hospital. The response from the officers was impressive. Although I am not directly related and known to many of the officers involved, I know that their response to the call had nothing to do with that since my husband made the call and our names are different. The swift, professional response by these officers was clearly what they give to each and every call, no matter who the caller is. I cannot tell you how grateful we are to live in a community with such a fine police department. I have a list of some of the officers involved and wish to thank them as well as any others who were involved who I have missed. The officers whose names I know are: Heidi Bernhardt, Dennis Prieto, Kevin Hindes, Anna Ostap, Pedro Carrasco, Scott Sophier, Anthony Cucci, Ted Schienbein and Adam Nawotka. Again, please pass on our thanks.

Officers not mentioned:
Officer Anthony Beckman
Telecommunicators:
Angela Coker
Jeffary Holdren
From: Michael Stonequist  
To: Ricardo Sanchez / Detective / PI

Subject: Police Employee Commendation Form [12]

Date of contact with employee: *  
Approximate time of contact with employee: *  
Employee name if known:  
Badge or employee number if known:  
Employee assignment if known:  
Check All That Apply *  
What would you like to commend about the employee's performance? *

I am a Chicago Police Officer. At the above date and time, I was off duty while I was at Evanston HS football field to attend
my son's game. While I was at this location, I was assaulted by an unknown individual in that he threatened to murder me. 911 was called by a woman from the concession stand as the offender fled to his vehicle. At this time, I was able to obtain the license plate on his vehicle as he fled and was able to give the information to the dispatcher. The offender returned to the area in his vehicle two more times and related his direction of flight to the dispatcher. The offender was apprehended shortly thereafter by Officer Bulat #210 and Officer Bonislawski #257. I want to commend all of the officers that responded this incident as well as the dispatcher. Their response and professionalism in their response to my need for assistance was top notch. I would gladly stand on the front line with any officer from the Evanston Police Department. My thanks to all those involved.

Your Name

Your Address

United States

Your Email

Your Phone Number
Smith, Michelle

From: McGarigallday
Sent: Thursday, November 07, 2013 8:13 AM
To: Smith, Michelle
Subject: FW: Police Employee Commendation Form [#13]

From: City of Evanston [mailto:no-reply@wufuo.com]
Sent: Tuesday, November 05, 2013 5:25 PM
To: Melnick, Marcus; McCauley, Mary
Subject: Police Employee Commendation Form [#13]

Date of Monday, October 14, 2013
contact with
employee: *

Approximate 6:09:00 PM
time of
contact with
employee: *

Badge or 116
employee
number if
known:

Check All Traffic stop
That Apply *

What would you like to commend about the employee’s performance? *

I wish to commend the police department for having on its staff such a professional officer as the one who stopped me for a traffic offense on October 4, 2013. I could not make out her name on the ticket, so I have only given her badge number. Her manner in approaching me and explaining the offense was polite and respectful at all times. She explained very clearly the reason for the stop. She advised me that I had to follow her back to the station to post bail, because I could not locate my insurance card at the time (which I found later in my owner’s manual), and I had an out of state license. At the station she continued to treat me with the utmost courtesy. This was my first encounter with an Evanston officer and I was quite impressed. I hope this young lady has a bright future with the department. I am an attorney and former prosecutor (which I never told her, because I did not want it to seem that I wanted different treatment), and I have had extensive experience
with police officers. She has the right qualities to become a shining star. Of course, I hope I never have to see her again, at least not for a traffic offense!

Kind regards,

[Signature]

Your Name

[Redacted]

Your Address

[Redacted]

United States

Your Email

[Redacted]

Your Address

Your Phone Number

[Redacted]
Memorandum

To: Susan Morgan, Service Desk Officer
From: Richard Eddington, Chief of Police
Subject: Citizen Compliment
Date: November 5, 2013
CC: Aretha Hartley, Deputy Chief, Support Services
    Susan Pontarelli, Supervisor, Service Desk and 3-1-1

I received a phone call from Margaret "Peggy" Font yesterday (Monday, 11/04, 11:30 a.m.). In the past, Margaret has been vocal in her negative criticism of police service. Yesterday, however, she called to report how impressed she was with the assistance you gave her regarding how she might find an individual who had been arrested for domestic battery. Margaret expressed special appreciation for the fact that you further explained how in future she might herself ferret out this type of information from the Sheriff's website. I add my thanks to hers for your outstanding service to the public.

[Signature]

kmt
Dear Sergeant Saculti, Officer Daly,

Thank you so much for your visit.

We learned so much.

Thanks for keeping us safe!

Great love,

Mrs. Henderson, Officer Henderson,

Carol

F: Stx

Yakob
December 11, 2013

Chief of Police Eddington
1454 Elmwood Ave.
Evanston, IL 60201-4333

Dear Chief Eddington:

Officers O’Brien, Cherrey, Niedziela and Basner all helped my husband in some way in the early morning hours of Friday, November 29th. I wanted you to know how grateful I am for their caring assistance.

My husband has fronto temporal dementia and he wandered out of our apartment sometime after midnight. I was sleeping soundly and did not hear him leave.

When I awoke about 1 a.m. and realized was missing, I searched our apartment, our building and the immediate area outside and I called our Medic Alert help line. Medic Alert advised me to notify the Chicago police. The Chicago police drove me around many neighborhoods and talked to the CTA attendant at the Lawrence Avenue Red Line stop.

We learned from the attendant that she had allowed a man to enter because he had no money. I assume must have taken the Red Line north. My husband does not remember how he got to Oakton and McCormick, but that is where your officers found.

Because I wanted to express my sincere thanks to your officers, I talked yesterday to Sergeant Sodluci in the Office of Professional Standards. She was very helpful in identifying the officers who helped. She got back to me quickly and was careful to give me the spelling of each of the officers’ names.

I learned that Officers O’Brien, Cherrey, Niedziela and Basner all worked to be sure was alright. One of the officers called me from Evanston Hospital where he had taken. I offered to come and pick him up there. However, the officer said he would bring home. I only met one of the officers and, I am sorry to say, I was so happy to see safe that I forgot to ask his name. The officer who brought home was very thoughtful and very respectful and caring toward.

If you need any additional information, please call me.

Sincerely,
December 8, 2013

Officer Loyce E. Spells II
Evanston Police Department
1454 Elmwood Avenue
Evanston, IL 60201

Dear Officer Spells:

The partnership we are enjoying is a great blessing to me! I once again want to thank you for your hospitality with the Pastor and People class. More of our students are coming to understand the importance of ministries with the police and in the broader aspects of partnership in the community. They again commented on the importance of your personal approach and framing the wide range of issues that they need to be engaged with when folks find themselves arrested and in process at the police station. It was empowering for them.

I pray that the broader aspects of relationship through ___ will prove this relationship to have been an important beginning to larger work of the seminary in the community.

I hope that next fall we will be able to share this experience with other classes of students. It is clear we will need more than an hour!

With deepest gratitude,
From: City of Evanston [redacted]
Sent: Monday, November 11, 2013 9:52 AM
To: [redacted]
Subject: Police Employee Commendation Form [#14]

Date of contact with employee: * Saturday, November 9, 2013

Approximate time of contact with employee: * 5:00:00 PM

Check All That Apply *

- [ ] Police response to your call

What would you like to commend about the employee's performance? *

I just want to thank the Evanston PD – my children and I found a woman lying in the sidewalk outside of our home and called 911 – both the Evanston PD and Fire Department were there within minutes. THANK YOU.

Your Name
[redacted]

Your Address
[redacted]

United States

Your Email Address

Your Phone Number

[redacted]
Date of contact with employee: * Saturday, June 29, 2013

Approximate time of contact with employee: * 10:45:00 AM

Employee name if known: O Brooks

Badge or employee number if known: 201

Employee assignment if known: Ward 7

Check All That Apply *

If other, please specify Neighbor lied saying I violated a court order

What would you like to commend about the employee's performance? *

I would like to commend this officer's professionalism!

This officer was FAIR unlike those who took this man's initial complaints that caused so much grief because no one heard my side of the story - not the PD and not the court.

He was also polite and thorough. He reviewed the court order and found that I indeed had not violated it. (This was just more harassment from my litigious neighbor.)

It appears as if I am the one being stalked and will report same to my attorney. So I thank this man for showing up with an open mind.

Your Name

Your Address

Your Email Address

Your Phone Number
Evanston Police Department
Office of Professional Standards
Departmental Inquiry
October 2013

DI #13-21
Initiated 9/17/13
Completed 10/21/13

Allegations: On September 17 the Complainant alleged to the department’s Office of Professional Standards (OPS) that two weeks earlier (9/04, 8:30 a.m.) an officer assigned to monitor traffic in a school-zone (the Accused Officer) erroneously cited her for failure to stop at a stop sign. The Complainant stated she in fact obeyed the stop sign. Further, she stated, the officer failed to elucidate procedures related to the stop, twisted her arm during the stop, and demonstrated a total lack of sympathy/concern for children who, the Complainant said she told the officer, awaited her at home.

If the above allegations are true, the Accused Officer will have violated departmental rule 18.

[Note: Following her OPS interview the Complainant viewed in-car video of the incident.]

The Incident, per the Accused Officer

Directed by his supervisor (a Patrol Sergeant) to submit a memorandum detailing specifics of the incident, the Accused Officer complied (10/14), stating that on September 4 (8:30 a.m.) he was assigned to enforce traffic-signs posted on Prairie adjacent Haven Middle School and Kingsley Elementary School. Parked on Prairie south of Colfax (in full uniform and astride a marked police motorcycle), the officer had an unobstructed view of all approaches to the intersection, he said. From that vantage point he saw a silver Ford travel east on Colfax, fail to make a complete stop at Prairie before turning left, then stop in front of Haven School. Approaching the stopped vehicle, said the Accused Officer, he advised its driver (the Complainant) that he saw her disobey the stop sign. He asked to see her driver's license and proof of insurance. The Complainant responded that she did not have her driver's license (or any other identification) on her person because she simply was dropping her son off at school. Further, she claimed, no one was available to bring her driver’s license to the traffic-stop. As to the alleged violation, she asserted she was under no obligation to honor the stop sign because no one was present with her at the intersection. The Accused Officer said he disabused the Complainant of her misapprehension of the law regarding stop signs, whereupon she asserted she almost came to a complete stop. He advised her she would have to post bond at the police station, and she informed him she intended, instead, to return home. At this juncture, related the officer, he ordered the Complainant out of her vehicle. She complied, but refused to cooperate further—thereby prompting him to advise her she was under arrest. Hearing that, the Complainant attempted to re-enter her vehicle, said the Accused Officer. Given her earlier voiced intention to leave, he grasped the Complainant’s arms to physically detain her. She pulled away. An assist officer intervened, restrained the Complainant, placed

115 of 160
her (uncuffed) in his squad car, and transported her to the station, where—following verification of her identity—she posted an I-Bond. The assist officer then transported the Complainant back to her vehicle, which had been left on-scene, legally parked and secured.

[Note: The Complainant appeared in court on September 24, at which time she was granted a continuance until October 28, for the purpose of retaining an attorney.]

Findings/Recommendation, Patrol Sergeant

The Sergeant prefaced his findings by noting that, in addition to reviewing the police report and the Accused Officer’s memorandum regarding the incident, he personally reviewed in-car video of the incident. Based upon these reviews the Sergeant found that the Accused Officer conducted a valid and lawful traffic stop. Specifically, stated the Sergeant, in-car video reveals the officer was polite and professional throughout the incident. At no time did he mistreat the Complainant physically, nor did he verbally disrespect/abuse her.

Given his findings (above), the Sergeant recommended (10/17) to his supervisor, the Deputy Chief of Field Operations, that the matter be closed with a disposition of unfounded, inasmuch as evidence presented does not support the allegations. Concurring, the Deputy Chief recommended (10/17) to the Chief of Police that the matter be closed with a disposition of unfounded. The Chief of Police approved (10/21) the recommended disposition.

Disposition: Unfounded

Kmt

CPAC: 3 members agree with disposition; 3 members found this case to be exonerated
EPAC: All members agree with disposition
EVANSTON POLICE DEPARTMENT  
Office of Professional Standards  
DEPARTMENTAL INQUIRY  
November 2013

DI #13-22  
Initiated 9/25/13  
Completed 11/07/13

Allegations: On September 25 the Complainant informed the department’s Office of Professional Standards (OPS) that the accused Service Desk Officer (SDO) precipitated weeks of delay in the documenting of a frightening incident (one of several) between her and a neighbor. Specifically, alleged the Complainant, the SDO treated her with rudeness so intense it left her feeling “very helpless” and unable to pursue the matter further at the police department.

If the Complainant’s allegation is true, the Accused SDO violated departmental rules 4 (failure to perform a duty), 18 (disrespectful behavior), and 20 (failure to provide correct and courteous service).

The Incident, per the Complainant

The Complainant told OPS that she sounds her car’s horn whenever she exits the garage at her residence, a condo on north Sherman Avenue. Honking the horn is necessary, asserted the Complainant, because there is a blind spot at the point of exit and, further, bicyclists frequent the area. On several occasions, stated the Complainant, a neighbor has confronted her to voice his displeasure due to the horn-blowing. On the most recent occasion (8/31) he yelled at her and several times called her “a bitch.” The Complainant said his escalated behavior frightened her and she resolved to document it with the police. To that purpose she came to the police station on September 1, intent on making a report. At the building’s entrance, she said, she became confounded by a multiplicity of signs on two sets of double doors affording access to the lobby and the Service Desk. A male white SDO (the Accused SDO) noticed her consternation and yelled out, “Just open the doors!” Having successfully acted on his directive, said the Complainant, she proceeded to explain her problem with the neighbor. The Accused SDO responded by advising that the situation is not a police concern. Rudely he refused to generate a report. The Complainant said his effrontery caused her to feel “very helpless” and she left the station. However, arrived home she decided to try again. She phoned the department’s non-emergency number. The Accused SDO took her call, stated, “Hey, I remember you. I told you this is not a police concern,” and once again refused to make a report.

Later in September the Complainant recounted her experience (of 9/01) at the 1st ward’s monthly meeting. Based upon that account an attending police sergeant filed a report (18-26075) and the alderman asked the Chief of Police to intervene. The Chief complied, directing the department’s Office of Professional Standards (OPS) to contact the Complainant. In turn, OPS complied with the Chief’s directive, attended to the Complainant’s account, and directed the Accused SDO’s immediate supervisor to investigate.

Actions Taken, Assistant Supervisor, Service Desk/3-1-1

Thus directed (above) to investigate, the Supervisor ordered the Accused SDO to submit a memorandum detailing his encounters with the Complainant. The SDO complied, stating that on September 1 the Complainant made eye contact with him as she stood in the police department’s foyer. Without attempting to open the door, he said, the Complainant motioned for him to come over and let her in. He responded by calling out that the door was not locked. He
gestured for her to open it and come in. She did so, he said—and then proceeded for half an hour to regale him with stories about near-accidents caused by defects in the layout of her condo’s garage. She suggested the police put up signs appropriate to modification of the garage’s traffic-flow. The Accused SDO said he negated that suggestion, inasmuch as signage on private property is the property-owner’s responsibility. If the Complainant wants signs posted on the street, the SDO said he further advised, she would need to negotiate that with the city’s Traffic Engineering department.

At this point in the conversation, said the Accused SDO, the Complainant informed him her “real” objective in coming to the police department was to file a report concerning a neighbor who “threatened” her in their condo’s garage. She explained that the garage’s inherent “safety issues” prompt her to honk her vehicle’s horn whenever she exits. The neighbor told her, “Stop honking your horn all the time.” The Complainant found this imperative threatening, she said. The Accused SDO informed her that, given the neighbor did not approach her, did not say anything further, and did not make physical contact, he did not violate the law. The SDO suggested she refer the matter to the condo board, he said—a suggestion the Complainant vetoed, stating the board was “out to get her” and, what is more, the man who spoke to her is the board president’s husband. As a final suggestion, said the Accused SDO, he informed the Complainant that the department’s problem-solving team mediates neighborhood disputes. He provided the team’s contact-information.

Findings/Recommendation, Assistant Supervisor, Service Desk/3-1-1

The Supervisor noted that she attempted (and failed) to locate a recording of the call the Complainant allegedly made to the Service Desk after her frustrating personal visit (9/01) to the station. Absent that call, said the Supervisor, her findings and recommendation are based solely upon the Accused SDO’s memorandum regarding the incident and a conversation she had with him further to reading his memorandum. Upon those bases, she said, she found the Accused SDO violated departmental rules 4 and 20. Accordingly, the Supervisor recommended (10/09) to her immediate supervisor, the Service Desk/3-1-1 Supervisor, that a written reprimand be placed in the Accused SDO’s personnel file and that he be required to attend a “Courtey and Diplomacy for Non-Sworn Personnel” class being offered by NEMRT. Concuring, the Service Desk/3-1-1 Supervisor recommended (10/11) to the Chief of Police that the matter be closed with a disposition of written reprimand and attendance at the NEMRT courtesy and diplomacy class. The Chief of Police approved (11/07) that disposition.

Disposition: Written reprimand
Attendance at the “Courtey and Diplomacy for Non-Sworn Personnel” class offered by NEMRT

Kmt
CPAC: 4 members agree with disposition; 2 members found this case to be not sustained
EPAC: 1 member agrees with disposition; no response from 3 members

118 of 160
EVANSTON POLICE DEPARTMENT  
Office of Professional Standards  
DEPARTMENTAL INQUIRY  
October 2013

DI #13-23  Initiated 8/28/13  Completed 10/23/13

Allegations: On August 28 the Complainant advised the department’s Office of Professional Standards (OPS) that five days earlier (8/23)—during what the Complainant alleges was a wrongful traffic stop—the Accused Officer and her supervisor (the Accused Sergeant) treated the Complainant disrespectfully, in that both were “discourteous, contemptuous and haughty.” More specifically, stated the Complainant, the Accused Officer racially-profiled her, took an excessive amount of time to effect the stop, and issued unwarranted citations (for “failure to yield” and for “uninsured vehicle”). Further, noted the Complainant, an excessive number of officers (four) responded to the incident.

If the above allegations are true, the Accused Officer and/or the Sergeant will have violated departmental rule 18.

The Incident, per the Police Report

On August 23 (6:40 p.m.), monitoring traffic on Emerson while on directed motorized patrol in the 1800 block of Brown, the Accused Officer and her partner observed the Complainant’s vehicle (southbound in the 1900 block of Brown) ignore the stop sign at that intersection, proceed through the stop-line, proceed well into the intersection, cause a vehicle westbound on Emerson to stop suddenly, its “tires screeching loudly,” and cause other westbound traffic to swerve around the Complainant’s obstructing vehicle. When there was a break in westbound traffic the Complainant resumed her drive southbound (thereby causing an eastbound vehicle to stop suddenly) before itself turning left (eastbound). The Accused Officer detained the Complainant in the 1600 block of Dodge, asked for her driver’s license and proof of insurance, and cited her for two traffic violations (“failure to yield” and “operating an uninsured vehicle”). The Complainant responded by accusing the officer of racial-profiling and asking for the name-badge number of both the Accused Officer and her partner (information duly-provided on an incident card). A Field-Training Officer arrived, along with her Officer-in-Training (for training purposes as well as for back-up). Meanwhile the Complainant phoned the police station and requested response by a supervisor (the Accused Sergeant).

The Incident, per an E-Mail from the Complainant to the Mayor

On August 24, i.e., on the day following this incident and four days before the Complainant filed a formal complaint with OPS, the Complainant sent an e-mail to the mayor (with copies to the 2nd and 5th ward aldermen, the local NAACP’s president and vice president, the Washington (DC) bureau of the N0AACP, the chief of police and the supervisor of OPS) stating,
I believe that I was racially profiled as this seems to be the culture of the Evanston Police. Furthermore, it’s disturbing that two or more officers ... needed to be present, while another police car circled the block for a traffic stop as I posed no threat. While waiting, I called the non-emergency phone number and requested that a supervisor be present ... all were discourteous, contemptuous and haughty. I deem the stop and ticket are not legitimate, bogus, unwarranted, written solely as a result of me peacefully asserting my Civil Rights and borders on criminal conduct.

The Incident, per the In-Car Video

The in-car video reveals that the Accused Officer’s vehicle was parked in the 1800 block of Brown, facing northbound, when the Complainant’s vehicle—southbound in the 1900 block of Brown—approached Emerson, ignored the stop sign at that intersection, drove beyond the stop-line (thereby obstructing westbound traffic), proceeded to the eastbound lane (again obstructing traffic), and crossed the squad car’s frontal perspective while effecting a left turn in order to proceed eastbound on Emerson. Five vehicles passed before the officers were able to turn right from Brown and overtake the Complainant’s vehicle, by then stopped for a red light at Church while southbound on Dodge.

The video shows the Accused Officer approaching the Complainant’s vehicle and advising her of the reason for the stop. The Complainant responds by narrating her recollection of the actions she took at Brown/Emerson—thereby actually describing the violation the Accused Officer presented as reason for the stop. Throughout their exchange the Accused Officer is consistently professional and respectful. Nonetheless, the Complainant phones the station to summon a supervisor to the incident. When the Accused Sergeant responds, the Complainant exits her vehicle to speak with him and with the officers. During this conversation (approximately 3.5 minutes in duration) all sworn personnel behave professionally. Nothing occurs that would suggest racial-profiling.

Note: At the time she filed her formal complaint, and earlier in her e-mail to the Mayor (copy to OPS), the Complainant expressed a desire to view the incident’s in-car video. OPS granted the Complainant’s request following its interview of her. As previously mentioned, the video clearly shows that, as the Complainant’s vehicle turned left from Brown onto Emerson, it brought both eastbound and westbound traffic to a screeching halt. Despite this clarity—and despite (within the preceding hour!) having told OPS free-flowing traffic should not have to stop to allow a vehicle to enter into it from a left turn—the Complainant remained adamant in her assertion that the stop was “bogus.” Equally quixotic: She pleaded guilty in Traffic Court. The judge found her guilty.
Actions Taken, Patrol Commander

The Commander stated that he initiated his investigation by reviewing all relevant reports, memoranda and audio/video recordings. The Commander then directed the Accused Sergeant to submit a memorandum detailing his personal involvement in the incident. The Sergeant complied, stating he responded to the Complainant’s phone call requesting that a supervisor mediate the traffic stop involving her. Upon arrival the Sergeant found the Complainant to be “visibly angry,” he said. Attempting to ameliorate, he advised her Traffic Court would be the appropriate venue in which to seek redress. This response further agitated the Complainant, noted the Sergeant, causing her to ask for the name of his supervisor (which, he said, he duly provided). The Complainant then asked the nature of the tickets being issued. The Accused Officer explained them, whereupon the Complainant requested a cash bond. The Accused Officer and her partner then escorted the Complainant to the station, where she posted bond and spoke with the Sergeant’s supervisor (the investigating Patrol Commander).

Findings/Recommendation, Patrol Commander

Based upon his investigation the Commander found that the Accused Officer and her supervisor “behaved appropriately/professionally during the incident. The stop was reasonable and the citations appropriate.”

Given his findings (above), the Commander recommended (10/13) to his supervisor, the Deputy Chief of Field Operations, that the matter be closed with a disposition of exonerated. Concurring, the Deputy Chief recommended (10/23) that disposition to the Chief of Police. The Chief of Police approved (10/23) a disposition of exonerated.

Disposition: Exonerated

Kmt

CPAC: 4 members agree with disposition; 2 members found this case to be unfounded
EPAC: All members found this case to be unfounded
Evanston Police Department
Office of Professional Standards
Departmental Inquiry
November 2013

DI #13-24

Initiated 10/17/13
Completed 11/07/13

Allegations: On October 17, at the department's Office of Professional Standards (OPS), the Complainant filed a formal complaint stating that the Accused Officer responded as if he had "committed a crime," spoke harshly to him, and otherwise treated the Complainant, his wife and his daughter disrespectfully when, during a traffic-stop for seatbelt violation (10/13), the Complainant advised the officer his wallet was not on his person (although he was certain it was somewhere in the vehicle) and he would have to search for it. Ultimately, noted the Complainant, he found the license in the vehicle's trunk.

If these allegations are true, the Accused Officer will have violated departmental rules 1, 2 and 18.

The Incident, per the Accused Officer

Ordered by his immediate supervisor (the Traffic Sergeant) to submit a memorandum detailing particulars of the incident, the Accused Officer complied (11/05), stating he observed (10/13, 1:30 p.m.) the Complainant operating a motor vehicle while not restrained by a seatbelt, initiated a traffic stop, advised the Complainant of the reason for the stop, and asked to see his driver's license and proof of insurance. The Complainant smiled, noted that he by then was wearing his seatbelt, and stated that his driver's license was in the vehicle's trunk. The Accused Officer said he granted the Complainant permission to exit the vehicle and go to the trunk, where he

looked inside an article of clothing, [to no avail]. I then told...[him] to get back in his car because he was being evasive and I did not know what was in the trunk....[The Complainant] stated he did not know where his license was. He looked for it inside his car, got out of the vehicle a second time...looked in the trunk again, inside the same coat. I told...[the Complainant] to get back in the car...[whereupon he] looked in the back seat...for the license. I then told...[the Complainant] to drive to...[the station] to post bond.

The Complainant complied and parked in front of the station. I observed...[him] get out of his car, walk to the rear...open the trunk...reach inside...He turned around with his driver's license in his hand and stated "officer I found my license." I then issued...[the Complainant] two traffic citations. He posted his license for bond and was released from the front of the station.

During this incident I did not speak...in a "harsh tone." I did not disrespect...[the Complainant], his family or the female passenger who was in the front seat. I did not treat [the Complainant] as if he committed a crime.

122 of 160
DI #13-24
November 2013
page 2

[The Complainant’s] actions during this traffic stop raised my suspicion because he was so evasive about the location of his driver’s license and wanting to look throughout his vehicle.

Findings/Recommendation, Traffic Sergeant

Based upon his personal review of the incident’s in-car audio/video, the Sergeant advised his immediate supervisor, the Deputy Chief of Field Operations, that the Accused Officer identified himself and told the Complainant he initiated the traffic-stop because the Complainant wasn’t wearing his seatbelt. The officer asked to see the Complainant’s driver’s license. The Complainant indicated the license was located somewhere in the vehicle, rather than on his person, and the officer permitted him to search for it within the vehicle. When the search proved unsuccessful, the officer suggested the Complainant might not have a license. The Complainant took umbrage at this apparent lack of trust and stated that he in fact is trustworthy. The Accused Officer replied that he doesn’t trust anyone. Throughout the stop the Complainant repeatedly requested opportunities to search his vehicle for the errant license. Ultimately the Accused Officer halted the requests by positing the possibility that the Complainant might have a gun.

Noting that the Accused Officer maintained a firm but professional tone throughout the incident, the Sergeant concluded

I never observed...[the Accused Officer] being abusive, unprofessional or too harsh to [the Complainant] or his passenger. [The Accused Officer] was more than patient during the stop and gave...[the Complainant] several chances to produce his license. The officer did not personally know...[the Complainant] therefore he should not and did not trust him... He had no legal obligation, nor would it have been safe, to allow...[the Complainant] to continue rummaging through the car. I find this complaint to be unfounded [inasmuch as I] see no rule or policy violation.

Based upon these findings the Sergeant recommended (11/07) to the Deputy Chief of Field Operations that the matter be closed with a disposition of unfounded. Concurring, the Deputy Chief recommended (11/07) that disposition to the Chief of Police, who on November 7 approved a disposition of unfounded.

Disposition: Unfounded

CPAC: 5 members agree with disposition; 1 member found this case to be exonerated
EPAC: 1 member agrees with disposition; no response from 3 members

kmt
Allegations: On October 29 the Complainant advised the Accused Officer’s immediate supervisor (the Traffic Sergeant) that on the preceding day the Accused Officer detained the Complainant in a traffic stop prompted by racial-profiling. During that erroneous stop, stated the Complainant, the Accused Officer unjustifiably cited him for speeding and gratuitously advised him, “If you don’t like this country go back to your own country.”

Actions Taken, Traffic Sergeant

The Traffic Sergeant accessed the in-car video and viewed it in company with the Complainant. The two saw and heard the Accused Officer approach the Complainant in a professional manner, provide his identity, and state the reason for the stop. As the traffic-stop evolved and the officer actually cited him (for driving 18 mph over the posted limit) the Complainant became upset, and very argumentative, ultimately declaring that he does not like the police—to which comment the Accused Officer responded, “If you don’t like this country it’s not my fault.”

At no time during the incident was the officer unprofessional or rude.

Subsequent to his interaction (above) with the Complainant the Traffic Sergeant directed the Accused Officer to submit a memorandum detailing particulars of the traffic-stop. The officer complied.

The Incident, per the Accused Officer

The Accused Officer stated in his memorandum that on October 28 (1:00 p.m.) he was conducting stationary radar speed-enforcement in the 300 block of Sheridan Road, i.e., at Sheridan Square, where the posted speed limit is 30 mph. He positioned his unmarked squad southbound, said the officer, so as to afford himself an unobstructed view of all northbound traffic. From that vantage point, recalled the Accused Officer, he saw a northbound red pick-up truck driving at a high rate of speed (48 mph, as clocked by the radar unit) in the southbound lane, passing vehicles northbound on the curve. Due to the speed at which the vehicle was traveling, noted the officer, he was able to ascertain the driver’s race/gender only upon initiating a traffic-stop in the 600 block of Sheridan Road. The Accused Officer asked the driver—a white male (the Complainant) for his license and proof of insurance. The Complainant promptly supplied both—while at the same time asking the officer not to cite him. The Accused Officer responded that driving 18 mph over the posted limit was too much to for him to overlook. He issued the citation—and thereby precipitated the following reaction, he said:

The driver stated, “This is the reason I don’t like the police. There are murderers and people who commit crimes and you’re giving me a
DI #13-25
November 2013
page 2

ticket. This is not fair. Did I rob somebody?" The driver made several admissions that he indeed was speeding. The driver stated, "When you pass a car, I have to move fast in order to pass." He kept making reference as to the vehicles in front of him...

[I] advised him those vehicles were driving at approximately four over the speed limit as you were driving 18 over the speed limit...If you don't like this country it's not my fault." He replied, "I am a citizen."

The driver continued to try to plead his case on the roadway and finally requested to see my radar instrument....[I] assisted the driver out of his vehicle and safely walked him toward my police cruiser on the passenger side. At this time I showed the driver my radar instrument where it clearly indicates his speed of 48 mph. He replied, "That is me?"

The Accused Officer’s memorandum concludes with the assertion that he routinely tests his radar both at the beginning of his shift and after every traffic-stop, to make sure it is working properly. On the date and time in question, he said, every time he tested his radar it passed scrutiny.

Findings/Recommendation, Traffic Sergeant

Based upon his personal review of the incident’s in-car audio/video, the Sergeant advised his immediate supervisor, the Deputy Chief of Field Operations, that the Accused Officer at no time told the Complainant to go back to his own country and, indeed, at no time was unprofessional or rude. The Sergeant further noted that, subsequent to viewing the in-car video of the incident, the Complainant told the Sergeant he still believes the Accused Officer racially profiled him, and he further suspects the officer edited the audio portion of the in-car recording.

Based upon his investigation, the Sergeant recommended (11/07) to the Deputy Chief of Field Operations that this matter be closed with a disposition of unfounded. Concurring, the Deputy Chief recommended (11/07) to the Chief of Police that the Accused Officer receive supervisory counseling vis-à-vis the acceptable duration of a traffic-stop and that the matter-at-hand be logged as a departmental inquiry and closed with a disposition of unfounded. The Chief of Police approved (11/07) the Deputy Chief’s recommended disposition.

Disposition: Unfounded

Supervisory counseling of the Accused Officer vis-à-vis the acceptable duration of a traffic stop

kmt

CPAC: 5 members agree with disposition; 1 member found this case to be exonerated
EPAC: 1 member agrees with disposition; no response from 3 members
Evanston Police Department
Office of Professional Standards
Departmental Inquiry
November 2013

DI #13-26

Initiated 10/12/13
Completed 11/05/13

Allegations: On October 12, at the police station, the Complainant told a supervisor (the Patrol Sergeant) that the Accused Officer treated him rudely while investigating a two-car collision involving the Complainant (who was not the accountable driver).

The Incident, per the Complainant

The Complainant said that in the wake of a prior accident he neglected to put his insurance card back into his vehicle. Therefore, in lieu of a tangible paper card he provided the Accused Officer an electronic version via his cell phone. The Accused Officer said the electronic version was insufficient documentation and cited the Complainant for failure to provide proof of insurance—which ticket the officer forcefully pushed at him, stated the Complainant, while simultaneously wishing him a “good day.” As for his own behavior, the Complainant said he at no point was rude or disrespectful towards the Accused Officer.

Actions Taken, Patrol Sergeant

The Patrol Sergeant spoke with a Witness (the Complainant’s girlfriend), who arrived after the accident, but was on-scene during the interaction between the Complainant and the Accused Officer. The Witness reported seeing the Complainant show the Accused Officer the electronic insurance card and hearing the officer say it was not sufficient proof of insurance. The Witness said she then saw the officer hand the Complainant a citation and an accident report, and heard the officer caution the Complainant to bring his insurance card to court. The Witness said it was her perception that the officer spent more time speaking with the other person involved in the accident and that she found the short-shrift afforded the Complainant objectionable. She made no mention of the Accused Officer’s pushing paperwork at the Complainant forcefully.

The Sergeant interviewed the Accused Officer, who said he wrote two citations related to the incident. One cited the Complainant for failure to have valid proof of insurance; the other cited the second party for causing the accident. The Complainant became upset and verbally abusive when advised he would have to appear in court with proof of insurance, recalled the Accused Officer. After he explained the citation and its ramifications, said the officer, he wished the Complainant a good day—to which the Complainant responded, “Have a nice day, ya dickhead!” The Accused Officer said he activated his emergency lights while responding to the traffic crash, thereby activating the in-car audio/video. Despite the latter activation there is no audio/video recording of the officer’s interaction with the Complainant because the officer left his microphone in the squad car. [Note: General Order 14.23 states video and audio are not required for an accident-investigation.]
DI #13-26  
November 2013  
page 2

As to the Witness' perception that the Accused Officer did not spend equal time with both parties to the accident, the Accused Officer stated in his memorandum that he spent more time with the responsible party because she lives out of state and therefore was unfamiliar with Illinois' bond and court procedures.

The Complainant brought his citation with him when he visited the station to speak with a supervisor. The Sergeant inspected it to assure that the court date and the charge against the Complainant both were clearly stated. She also explained the court process to the Complainant, and told him what he needed to bring to court. He said he understood all the information she provided and that her explanation satisfied his concerns regarding the incident.

**Recommendation, Patrol Sergeant**

Based upon inconsistencies between the Complainant's and the Witness' statements and, additionally, upon the Complainant's expressed satisfaction with the Sergeant's explanation of the citation he received, the Sergeant recommended (10/12) to her immediate supervisor, a Patrol Commander, that no further action be taken and that the matter be closed with a disposition of **not sustained**. The Commander concurred with that recommendation and so advised his immediate supervisor, the Deputy Chief of Field Operations. The Deputy Chief recommended (10/21) a disposition of **not sustained** to the Chief of Police, who approved (11/05) that disposition.

**Disposition:** Not sustained

Knt

CPAC: All members agree with disposition
EPAC: 1 member agrees with disposition; no response from 3 members
EVANSTON POLICE DEPARTMENT
Office of Professional Standards
CITIZEN COMPLAINT REVIEW
November 2013

CR #13-12 Initiated 9/05/13 Completed 10/29/13

Allegation: On September 5 the Complainant submitted a complaint form to the department’s Office of Professional Standards (OPS), alleging that two days earlier (9/03) Accused Officer Two without justification caused injury to the Complainant’s right arm. Further, stated the Complainant, during the course of the incident, all three Accused Officers behaved unprofessionally, in that they failed to afford him respect.

If the above allegations prove true, the Accused Officers violated departmental rules 1, 2, 18.

The Incident, per the Police Report (authored by Accused Officer One)

The incident report (#13-024030) states that, in response to a request from fire personnel, the Accused Officers were dispatched (9/03, 5:30 p.m.) to a center for the elderly where a male employee (the Complainant) was refusing medical treatment despite apparent physical distress, likely from vehicle exhaust. Fire personnel stated the Complainant would neither sign a treatment-refusal form nor provide his name.

As the Accused Officers arrived on-scene the Complainant exited the center, bent over and walking with visible difficulty. Accused Officer Two attempted to interact with him, but failed. Indeed, other than saying “Don’t touch me!” the Complainant refused to speak with any of the officers. Instead, he walked past them and, with the officers following in his wake, proceeded to his vehicle, opened its front passenger door and entered. Accused Officer Two grabbed the vehicle door, holding on as the Complainant multiple times tried to close it. Stating that Accused Officer Two “manhandled” him, the Complainant asked for the names and badge numbers of all three officers, simultaneously remarking that he has money and will be retaining a lawyer. By running the license plate on the Complainant’s vehicle the officers ascertained his identity (subsequently confirmed by the supervisor). Ultimately the supervisor—who said he called the fire department because the Complainant was having difficulty walking—signed the treatment-refusal form on the Complainant’s behalf.

The Incident, per the Complainant’s “Complaint Register” Form

The Complainant wrote on the Complaint Register that, subsequent to suffering (9/03) a loss of consciousness at work, he walked—without assistance, but with difficulty due to feeling weak and tired—to his car, parked in the employee lot. While thus engaged, he said, he encountered the three Accused Officers, one of whom (Accused Officer Two) became “physical” with him, grabbing his right arm with “extreme force” and pressing his finger into the muscle tissue, “causing major pain.” The Complainant said he asked why the officer was treating him that way and, after the officer responded “ Shut up before I fuck you up and lock you up,” threatened to report him—whereupon Accused Officer Two released his arm. The Complainant said he felt as though he was about to pass out again, so he opened the door on the passenger-side of his car, intending to sit down. Accused Officer Two intervened, grabbing
the door in order to prevent him from closing it. The Complainant asked the officer to stop, he said, but the officer refused to comply. In response the Complainant “grabbed up” his cell phone to record what the officer was doing, he said—and the officer walked away. The Complainant recalled yelling after him, “What’s your name and badge number?”—whereupon the officer responded, “Don’t worry about it,” entered his squad car and pulled off.

Note: The Complainant told OPS he received medical treatment and therefore is able to document the injury to his right arm. He also said numerous witnesses can support his allegations.

**Actions Taken, OPS Sergeant**

Advised by the Sergeant that the department requires complainants to participate in a taped interview as part of the complaint-process, the Complainant agreed to be interviewed. However, he would have to postpone the interview due to time-constraints, he said, indicating he would contact OPS later to make an appointment. He failed to do so. Consequently, the OPS Sergeant multiple times phoned the Complainant, each time leaving a voicemail message. She also attempted to reach him by mail. None of these overtures succeeded. Finally, based upon the Complainant’s failure to cooperate further, the Sergeant sought (10/28) the Chief of Police’s permission to close out this complaint with a disposition of SOL (stricken from docket) on leave [to reinstate], thereby affording the Complainant the option of pursuing it later, should he in future desire to do so. The Chief of Police approved (10/29) the requested disposition.

**Disposition: SOL (stricken on leave)**

Kmt

CPAC: All Members agree with disposition
EPAC: All Members agree with disposition
Memorandum

To: Honorable Mayor and Members of the City Council
   Human Services Committee

From: Evanston Arts Council and Noyes Tenants’ Association

CC: Joseph McRae, Parks, Recreation and Community Services Director

Subject: Recommendations for the Administration of Noyes Cultural Center

Date: February 26, 2014

Recommended Action:
Evanston Arts Council and Noyes Tenants’ Association members recommend City Council accept and adopt the attached joint recommendations for future maintenance and administration of the Noyes Cultural Center, a city-owned facility.

Summary:
The recommendations include points related to tenant leases, community service, staffing, budget, capital projects, public access and marketing of the Noyes Cultural Center. It reflects the desire on the part of all involved to see NCC as a vibrant, activity-centered facility that highlights arts and culture for our city and demonstrates a commitment to the arts on the part of the City of Evanston, the tenants, the arts council and the community.

Legislative History:
At the September 10, 2013 meeting of the Human Services Committee, the Noyes Tenants and the Evanston Arts Council were directed to work together to consider future options for uses of the Center. These considerations were to include the role of Evanston residency in the leases, the balance of visual and performing artists among the tenants, the tenure of tenants, the conditions for leasing, the role of community service in the leases, activity at the Center and the balance of office and active arts space at the Center.

Attachments:
Recommendations for the Administration of the Noyes Cultural Center
Revised Criteria and Procedures for Resident Artist Selection
Mission Statement:
“The mission of the Noyes Cultural Arts Center (NCAC) is to make the arts a vital component of the fabric of daily life for all Evanstonians. The NCAC supports the creation and presentation of innovative work in a mix of artistic disciplines by offering subsidized studios, office, exhibit and rehearsal spaces and multi-venue theatre space. Resident artists are individuals and arts organizations who serve the diverse audiences of Evanston, the North Shore and metropolitan Chicago. Artists must meet critical standards of artistic excellence and offer Evanston community service, through which Evanston residents gain access to high-quality arts programming.”

Global Recommendations:
1. A detailed budget of specific income and expenses for Noyes CAC should be prepared (see “Other Issues and Recommendations” below, item 1).
2. A non-custodial City Staff member should be appointed to manage the facility onsite and be a central point of contact for the Noyes Cultural Arts Center.
3. Existing security system should be enhanced.

Detailed Recommendations:
1. The role of Evanston residency:
   A. As an Evanston tax-supported facility, preference should be given to Evanston residents and organizations. Rental rates should reflect a residential (lower) and non-residential (higher) rate.

2. The balance of performing vs. visual arts:
   The Center should host a combination of visual and performing artists.

3. Tenure of tenants:
   A. The revised Procedure and Criteria for Resident Artist Selection should be adopted.
   B. Cultural diversity should be a factor in selection from the applicant pool. As a group, NCAC tenants will strive to represent the demographic diversity of the Evanston population.
   C. Tenants who maintain long-term leases will be able to do so as long as their leases, community service agreements, public access and general upkeep are in good standing.
   D. Relocation of Arts Camps will be revisited in Fall of 2014. It should be considered that at least one studio is set aside for a reduced rent for a visiting, emerging artist for short-term tenancy of 6-12 months. Tenant selection process for visiting artists would be managed by City Staff and Evanston Arts Council. Future consideration for visiting artists and “flex space” programs for hourly rentals for rehearsals, classes or art-oriented meetings should depend upon relocation of Arts Camp and/or fiscal viability.
   E. City space currently used for arts camps may be used during off-season for winter studio space for students or visiting artists until resolution of Arts Camp location.
F. NTA and Arts Council members remain concerned that lost revenue from studios allocated to arts camp/emerging artists will have a negative effect on the fiscal viability of the NCAC. Quality and size of tenant pool for that space may be compromised by limitation of nine month leases.

4. **Rents:**
   A. The square foot value of rental space at NCAC should be assessed in relation to comparable rental spaces by a real estate professional to ensure rents are 15% below market value as established in “Community Service Guidelines”.
   B. 2014 rental rates are to remain the same as 2013 and are to be revisited in 2015.
   C. NTA supports city staff and Evanston Arts Council oversight of sublease decisions. Subleases of more than three months are to be approved by a subcommittee of the Arts Council and city staff. Subleases of any duration must be reported to the Director of Parks, Recreation and Community Services or designee. Subletting guidelines will be revised so that primary tenants must occupy space at least 6 months per year with no time limitation on length of subletting period. Amend HR39-R-12.
   D. Community service continues to be viewed as a condition of the lease.

5. **Community Service**
   A. Community service plans will be reviewed and approved by a subcommittee made up of two Arts Council members and the Director of Parks, Recreation and Community Services or designee.
   B. Tenants will supply appropriate documentation as evidence of the fulfillment of their Community Service Agreement.
   C. Community Service Guidelines will continue to be evaluated by the Evanston Arts Council and city staff. Written examples of appropriate community service proposals for tenants will be provided as needed.
   D. Community service must serve the Evanston community.
   E. The Evanston Arts Council encourages tenants to look for community service projects that focus on at-risk and underserved populations and increasing neighborhood vibrancy.

6. **Activity at the Center**
   A. Studios must be occupied a minimum of 25 hrs/week in office/studio. Hours are to be monitored by city staff.
   B. The required hours will include 4 posted (open-to-the-public) hours per week, with later evening hours contingent upon having staff persons or security present in the building.
   C. The tenants and city staff will plan and participate in quarterly Open Houses, KidsART Day, Open Studio Demo Events, etc. Evanston Arts Council members, city staff and tenants will facilitate, promote and be on-site during these events to participate, assist and to greet visitors.
   D. City staff should be housed at the Noyes Center to greet, log visitors, handle general calls and be “point person” for tenants between 12pm – 8pm M-F and 10am – 4pm Sat-Sun. Budget for salary and job description of reception job should be determined.
   E. The Noyes Tenants recommend the retention of our long-time Administrative Assistant to oversee the building, programs and training of part-time staff at Noyes CAC.
   F. A dedicated landline should be installed for reception desk for contacting City staff, coordinating PACE rides to/from site and 911 access by students, campers and the general public, especially in case...
of emergency. Many young and elderly patrons do not carry cell phones. Parents should be able to make contact with City of Evanston building personnel.

7. **Office Space vs. Arts Space**
   A. Tenant administrative office space in the building will not exceed 14% of the buildings available. (31,798.5 sq. ft. of studio space. This represents a reduction from 2012 level.)
   B. No one organization shall exceed 16% of available rental space in the building.
   C. Organizations may rent “flexible space” by the hour for rehearsals, classes or meetings. (Retained from HR39-R-12)
   D. The combined square footage of organizations occupying 1000+ sq. ft. shall not exceed 55% of available rental space.

**Other Issues and Recommendations**

1. A detailed budget of specific income and expenses for Noyes CAC should be prepared. A capital building plan for maintenance and improvements should be developed that takes into consideration monies coming in through rents, aforementioned budget as well as services provided to the community.

2. An energy-efficiency evaluation of lighting, insulation, windows and HVAC systems should be done to determine possible energy savings and sustainability.

3. A. Enhance the façade and exterior to look more like an art center including:
   1. Make double doors to the north into the main entrance of the building
   2. Redo landscaping/hardscaping to reflect the change; repair pavers
   3. Add bench seating, “four seasons” plantings sculpture, murals and banners
   4. Reduce city parking spaces; distribute parking passes to building, maintenance, reception and camp staff.
   5. Enhance newly-created lobby area with lighting, seating and artwork

B. Address basement issues:
   1. Improved signage throughout building
   2. Upgrade Lighting
   3. Removal of ceiling debris/wrapping and deteriorating and unused pipes
   4. Sand, repair & paint crumbling/peeling walls
   5. Improve ventilation
   6. Collect display pedestals and city goods in one basement area
   7. Add chairs or benches to waiting areas outside of classrooms.

4. Marketing and Branding
   A. Create marketing plan for the building and its residents as part of the larger Evanston Arts promotion and in keeping with the goals of the NCAC mission statement.
   B. Visible way-finding and informational signs throughout building should reflect the brand.
   C. Evanston Arts Council facilitates activities to support the marketing plan.
   D. A gathering area or café on the south end of the Second floor should be considered to provide engaging space for larger community.
PROCEDURE AND CRITERIA FOR RESIDENT ARTIST SELECTION AT THE NOYES CULTURAL ARTS CENTER (NCAC)

I. ELIGIBILITY:

1. All professional artists and arts organizations are eligible to apply for studio, rehearsal, and/or performance space.

2. Priority will be given to artists and arts organizations living in Evanston and/or primarily serving Evanston residents.

3. Applicants must be able to provide evidence of professional training and commitment and a high level of quality production.

II. PROCEDURE:

1. Artists and arts organizations must complete a Noyes Studio Space Rental Application and submit resumes, detailed community service proposals, slides/images, and other relevant material for review.

2. All material must be submitted to the appropriate City Staff or designee.

3. The Evanston Arts Council and NCAC Tenants Board will review applications. Applicants are welcome and encouraged to attend the Arts Council meeting.

4. Performing groups are asked to provide current reviews and/or a short sample performance clip for the Evanston Arts Council/NCAC Tenants Board review.

5. Unless specifically requested, applicants should not expect to provide additional information to the Evanston Arts Council during the regular monthly meeting. All meetings of the Arts Council are open to the public.
III. SELECTION CRITERIA:

Recommendation(s) for rental of space at NCAC will be based on (and not limited to) the following:

1. Evidence of a high level of quality work.

2. Commitment to the Arts Council’s Affirmative Action Standards.

3. Commitment to the applicant’s discipline. Space must be used a minimum of 25 hours per week.

4. Commitment of the applicant to the Community through Community Service Projects located in the city of Evanston.

5. Applicant’s financial need for subsidized space.

6. Applicant’s field fills current need for a specific disciplinary representation and/or balance at the Center.

7. Such criterion as the City of Evanston deems relevant to the individual studio available for lease.

IV. ADDITIONAL INFORMATION:

1. Additional weight will be given to Evanston residents in the selection of Noyes Cultural Arts Center artists. Non-Evanston residents approved for tenancy as “Lessee” at the Noyes Cultural Arts Center will be charged an additional 20% surcharge with the rental fee.

2. Recommendations of the Evanston Arts Council and NTA Board are forwarded to Evanston City Council members for final approval.
Memorandum

To: Human Services Committee

From: Evonda Thomas-Smith, Director

Subject: Amendment to the Service Provider Agreement for Presence Behavioral Health and the City of Evanston

Date: February 12, 2014

Recommended Action:
Staff recommends approval of the Amendment to the Service Provider Agreement between Presence Behavioral Health (Presence Health) and the City of Evanston entered into on March 1, 2013 for the provision of 24-hour Crisis Line Access, Mental Health Crisis Intervention and various community outreach and education services by Presence Health at a cost of $73,333.33.

Funding Source:
The original agreement dated March 1, 2013 was for $55,000. This amendment will increase the contract by $73,333.33 for a total agreement cost of $128,333.33. The amended cost is recommended to be charged to the Community Purchased Services Program in the Health Department. Funds will be transferred from the City Manager's Contingency account 1525.68205 which has a budget of $258,200.

Summary:
On March 1, 2013 the City of Evanston and Presence Behavioral Health entered into an Agreement for Presence Health to provide 24-hour Crisis Line Access, Mental Health Crisis Intervention and various community outreach and education services to the residents of the City of Evanston. The Agreement is amended to add twelve (12) months and thereby changing the end date of the Agreement from December 31, 2013 to December 31, 2014. This Amendment also adds $73,333.33 to the Agreement and the maximum total payable under the entire Agreement, including all amendments, is changed from $55,000 to $128,333.33.

Attachments:
Amendment to Service Provider Agreement
Service Provider Agreement 2013
Presence Health memo to City Manager
CDBG/MHB Report Clients Served Attachment A
CDBG/MHB Report Accomplishment and Narrative Form C
Contract Accomplishments
AMENDMENT TO SERVICE PROVIDER AGREEMENT

This Amendment to the Service Provider Agreement (“Amendment”) is made and entered into effective as of the 1st day of March, 2014 (“Effective Date of this Amendment”), by and between The CITY of EVANSTON, an Illinois home rule municipality (“City”) whose main business office is located at 2100 Ridge Avenue, Evanston, Illinois and PRESENCE BEHAVIORAL HEALTH (“Provider”), an Illinois not for profit corporation. City and Provider may each be referred to herein as a “Party” and collectively as the “Parties”. Those terms not otherwise defined herein shall have the same meaning set forth in the original SERVICE PROVIDER AGREEMENT executed by the Parties and with an effective date of March 1, 2013 (the “Agreement”).

RECITALS

WHEREAS, City and Provider entered into the Agreement for the provision of 24-hour Crisis Line Access, Mental Health Crisis Intervention and various community outreach and education services and,

WHEREAS, Section 1.4 of the Agreement provides an option for extending the terms of the Agreement pending the approval of the City Council and,

WHEREAS, the parties desire to amend the terms of the Agreement to allow for continued provision of identified social services.

NOW THEREFORE, in consideration of the foregoing and the terms and conditions set forth below, all provisions of the original Agreement dated March 1, 2013, attached hereto as Exhibit A, remain in full force and effect with the exception of the following and the Parties hereby agree as follows:

A. TERM: The term of the Agreement is amended to add twelve (12) months and thereby changing the end date of the Agreement from December 31, 2013 to December 31, 2014 in Section 1.4 of the Agreement.

B. FEE: This Amendment adds $73,333.33 to the Agreement and the maximum total payable under the entire Agreement, including all amendments, is changed from $55,000 to $128,333.33 in Section 2.3 of the Agreement.

C. NO OTHER EFFECT: Other than as set forth in Sections A and B herein, this Amendment shall have no other effect on the Agreement, and all other provisions of the Agreement shall remain in full force and effect. If there is conflict between this Amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.
IN WITNESS WHEREOF, the Parties have executed this Amendment through their respective authorized officers, effective as of the Effective Date of this Amendment.

City of Evanston:

an Illinois home rule corporation

______________________________
By: Wally Bobkiewicz, City Manager
Date: ________________, 2014

Presence Behavioral Health

an Illinois not-for-profit corporation

______________________________
By: Frank Perham, Vice-President
Date: ________________, 2014
EXHIBIT A
Agreement
POLICY GUIDELINES GOVERNING SERVICE PROVIDER AGREEMENT

This Service Provider Agreement (the "Agreement"), is made on this _1st_ day of March, 2013 (the "Effective Date"), by and between The City of Evanston, an Illinois home rule municipality ("City"), whose main business office is located at 2100 Ridge Avenue, Evanston, Cook County, Illinois, and Presence Behavioral Health, a not-for-profit Illinois corporation ("Provider"). City and Provider may be referred to as a "Party" and collectively as the "Parties".

1. PROVIDER RESPONSIBILITIES FOR LEVEL OF SERVICE:

1.1 Provider shall provide outreach to the Evanston Police and Fire Department, through three separate training exercises during the term for emergency responders in behavioral health issues. In addition, Provider will work with the Police and Fire Department personnel to identify chronic 911 callers that are often dropped off at the hospital emergency room.

1.2 Provider currently operates a Crisis Line, which operates 24 hours a day/7 days a week and Provider will make the Crisis Line available to Evanston residents.

1.3 Provider will assign one .5 FTE licensed Community Support and Social Work specialist staff member to be assigned to work on solely Evanston focused efforts, including but not limited to case management, community support outreach for those that have been identified as chronic 911 callers, initiating psychiatric hospitalization of involuntary patients, provide daily contact with the crisis line, in-home assessment, therapy, counseling, provide linkage to other mental health organizations, and the services outlined in 1.1 and 1.2 (the "Provider Staff Member"). The Provider Staff Member will be located at the St. Francis Hospital, 355 Ridge Avenue, Evanston, Illinois 60202. In the recruitment of the Provider Staff Member, priority will be given to candidates who are residents of Evanston. In the event that no qualified Evanston residents present themselves for consideration, the Provider Staff Member will be recruited from outside the City of Evanston, so as to avoid interruption of services to the community.

1.4 Agreement Term for Services: The services outlined in Paragraphs 1.1 – 1.3 (collectively "Services") shall be performed by Provider from April 1, 2013 and December 31, 2013 ("Term"). The Term shall not be renewed, except by written agreement of the Parties and by approval of the City Council.

1.5 The Agreement shall be used to serve solely residents of the City of Evanston (the "Recipients"). No Recipients shall, on the grounds of their race, age, creed, color, sex, national origin, religious creed, financial status, source of income, marital status, sexual orientation, economic status or disability be excluded from participation in, or denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Provider receives financial assistance from or through the City. The Provider may expend funds received under this Agreement only for those parts of the Provider's program expenses directed to the Recipients and services specified in the Agreement.

2. FEE POLICIES:

2.1 No persons may be refused services due to the inability to pay for services rendered. However, when fees are charged for a service all persons receiving said service are expected to contribute to the cost of the service per agency guidelines to the extent that they are able.

2.2 The Provider shall submit agency fee guidelines to the City. The grant money can be used to subsidize services rendered to Evanston residents after fees are collected. Provider represents and war-
rants that it will not be seeking any payments from the City above the funding amount to recover any loss due to non-payment or under payment for services rendered.

2.3 The City approved funding in the principal amount of Fifty-Five Thousand and no/100 Dollars ($55,000.00) for the Term of the Agreement. Funding will be paid through a monthly invoice process and payment will be disbursed in accordance with the Illinois Local Government Prompt Act. Invoices shall be submitted to the Director of Health Department, 2100 Ridge Avenue, Evanston, IL 60201.

3. **RECORD KEEPING:**

3.1 The Provider shall keep and maintain individual cumulative case records, including a specific service plan for each Recipient with the agency's goal(s) for the Recipient and measurable objectives within time frames specified by the professional staff involved, when applicable.

3.2 The Provider shall maintain confidentiality of individual Recipient records and share such information in accordance with the amended Mental Health Code of the State of Illinois or after the appropriate authorization for release of information has been obtained from the Recipient when applicable. The Parties will work together to enter into a separate HIPAA business agreement, to ensure compliance with the provisions of HIPAA with respect to the confidentiality of protected healthcare information. The separate HIPAA agreement will be kept on file with this Agreement.

3.3 The Provider shall maintain all records related to this Agreement for a minimum of three years, or longer if other applicable laws or regulations so require.

3.4 The Provider shall permit on-site inspection of relevant records by the Director of the Health Department ("Director") at all reasonable times, subject to conditions specified in Section 3.2 regarding confidentiality.

3.5 The Provider shall have on file and maintain a policy and procedure for determining the residency of Recipients related to the conditions specified in Section 1.

4. **COMMUNITY PLANNING AND COORDINATION:**

4.1 The Provider will meet with the Director to discuss general and/or specific issues of this Agreement. Either party may initiate such meetings.

4.2 The Provider will notify the Director about any and all information which is pertinent to the future of the agency and its operations in the community, e.g., staffing problems, loss of funding, lawsuits, and/or deficiencies cited in a review for license or certification.

4.3 The Provider will participate in Health Department meetings, as designated by the Director to develop a comprehensive human service program for Evanston.

4.4 When it is appropriate to the Provider’s mission the Provider will mutually cooperate with other network services in the provision of treatment services and discharge planning for people who have mental disorders and/or developmental disabilities.

5. **MONITORING AND EVALUATION:**

5.1 The Evanston Mental Health Board ("EMHB") will assist the Director in the evaluation of the Provider’s performance. The EMHB shall utilize its performance matrix measurers to evaluate the extent to which the Provider meets its proposed outcome objectives, and on-site visits will be utilized by the City and the EMHB as critical variables in the annual allocation of funds.
5.2 The Provider’s agency and program performance statistics, Agency Quarterly Narrative Report, and report on outcome measures will be submitted to the Director in a timely manner using the forms specified by the Director.

5.3 If the Provider is funded by the Illinois Department of Human Services (IDHS), the Provider shall furnish the City with financial and budget reports prepared for and submitted to IDHS upon request of the City. It is understood that the City may receive and/or may request directly from IDHS all monthly and quarterly summary data printouts about these agencies.

5.4 Limited to this Agreement, on a quarterly basis, the Provider shall furnish the Director a summary report of all grant-in-aid, purchase of service, or other grant and funding requests by the Provider, regardless of whether local, state, federal or private foundation monies are requested for facilities or services.

5.5 One copy of the Provider’s most recent audit must be submitted to the City within two weeks of having been accepted on behalf of the Provider’s Board of Directors.

5.6 For the Provider to receive funding by the City, budget documents and all narratives shall comply with the requirements of the Budget Manual for Human Service Agencies prepared by the EMHB and City staff.

5.7 Per City Council Public Policy Resolution 24-PR-79, the Provider shall:

5.7.1 Submit to the Director a copy of its policy on equal opportunity affirmative employment and a copy of its most current affirmative action plan.

5.7.2 Conduct meetings of its board of directors, or policy-setting body, in such a manner that whenever City funds are discussed, the meetings shall be open to the public.

5.7.3 Submit to the Director the names and addresses of the current members of its board of directors or policy-setting body.

6. **INSURANCE AND INDEMNITY:**

6.1 The Provider shall not commence work under this Agreement until it has obtained Commercial General Liability insurance approved by the City of Evanston, and endorsed to provide coverage for Broad Form Property Damage and Blanket Broad Form Contractual Liability.

6.2 The Provider shall furnish two copies of the Certificate of Insurance naming the City of Evanston as an additional insured. The Certificate shall also recite that any cancellation shall require thirty (30) days advance notice, with notice to all named or additional insured. The Provider shall maintain Personal Injury and Property Damage coverage for a minimum of $1,000,000 for each occurrence.

6.3 The Provider Certificate of Insurance shall include the following indemnity provision:

"The Provider agrees to indemnify, save harmless and defend the City of Evanston, its agents, servants, and employees, and each of them against and hold it and them harmless from any lawsuits, claims, demands, liabilities, losses and expenses, including court costs and attorneys' fees, for or on account of any injury, or any damage to any property, which may arise or which may be alleged to have risen out of or in connection with the work covered by this contract."

6.4 In case of any conflict between the language of the Provider's General Liability Insurance policy(s) and the indemnity provision cited in Section 6.3, the indemnity provision shall govern.
6.5 The Provider shall designate to the Director of Health or his/her designee a staff person to be responsible as the Provider’s contact person for insurance and indemnity matters. The designation shall be in writing, and provide the name, title, telephone number, and if available, an email address of the person designated.

7. **CONTRACT CHANGES:**

7.1 Any amendments to this Agreement shall be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this Agreement.

8. **TERMINATION AND OTHER RIGHTS OF THE CITY:**

8.1 The CITY maintains the right in the event of a failure by the Provider to perform any of its obligations under this Agreement to terminate this Agreement and payments thereunder, or to withhold funding for any one or more payment periods. With the exception of those issues identified in Section 8.2, the CITY must notify the Provider in writing of such impending action at least thirty calendar days before such action goes into effect. Such notice shall specify the reasons for which the action is taken, and the conditions, if any, under which payments may be reinstated.

8.2 The CITY shall waive its responsibility for payment of any and all bills for expenditures received over 45 calendar days after the last day of the month in which the services were provided.

8.3 The awarding of this Agreement in no way implies the continued financial support of programs or services of the Provider by the CITY beyond the specific period of this Agreement. Future funding by the CITY will be determined by an annual program review and allocation process.

8.4 This Agreement and its rights, responsibilities and proceeds may not be awarded or assigned by the Provider to any other individual(s) or party(s) for the purpose of fulfilling the obligations of this Agreement. In the event of the inability of the Provider to complete the terms of this Agreement, the CITY maintains the sole responsibility to determine the disposition of the balance of funds remaining under the terms of this Agreement.

IN WITNESS WHEREOF, the Parties have fully executed this Agreement on the date set forth above.

**CITY OF EVANSTON:**
an Illinois home rule corporation

By: Wally Bobkiewicz, City Manager
Date: 5/19, 2013

**EVANSTON MENTAL HEALTH BOARD:**

Allison Stark, Chair
Date: 5/23, 2013

**PRESENCE BEHAVIORAL HEALTH**
an Illinois not-for-profit corporation

Frank Perham, Vice-President
Date: 4/28, 2013

Approved as to form:

W. Grant Farrar
Corporation Counsel
February 7, 2014

Mr. Wally Bobkiewicz

2100 Ridge Ave. #4500

Evanston, IL 60201

Dear Mr. Bobkiewicz,

Owing to the generosity of the City of Evanston, Presence Behavioral Health received grant support in calendar year 2013, to provide mental health crisis management services to citizens with severe and persistent mental illness. The services included access to a 24-hour Crisis Hotline, linkage to outpatient services, home visits and training for members of Evanston’s police force.

Having been first approached by a representative from the Evanston Fire Department, the goal of our program was to decrease non-emergent calls to 911 and to reduce the unnecessary use of first responders and emergency medical transport by persons who had developed a pattern of reliance on these services for the treatment of non-emergent psychiatric needs.

Our Community Mental Health Center, located on the campus of St. Francis Hospital has been of service to the community since 1972 and though part of Presence Health we are a self-sustaining entity working in partnership with the Illinois Division of Mental Health. Over the past decades, we have sought funding from the Evanston Township Mental Health Board but have not been successful in this endeavor. The award of $55,000 we received from the City last year, provided us with an avenue for highlighting our enduring place on the landscape of Evanston, while reminding fellow citizens that we are available to meet their behavioral health needs.

It is our intention to apply for funding from the Evanston Township Mental Health Board for the 2014-15 application year, yet as our 2013 funding has been exhausted, we are requesting your consideration for the continued funding of this program during the gap period. Enclosed you will find qualitative and quantitative data to demonstrate the benefits our program has provided to the citizens of Evanston. Also enclosed is a proposed amendment to our current contract which would extend the term date to
12/31/14 while also providing prorated funding of $41,250.00 pending our application to the Evanston Township Mental Health Board for the year to come.

If this proposal meets with your agreement, please return the signed amendment to me or send me alternative instructions as per your established procedures. We are hoping for a positive response to our request and express once again our gratitude for your support last year.

Sincerely,

[Signature]

Frank C, Perham, Vice President

Presence Behavioral Health

1820 S. 25th Ave.

Broadview, IL  60155

708-338-3806 x5555
## City of Evanston
### CDBG/MHB Report Form A
### Clients Served -- Quarterly Format

**Grantee & Program/Project:** Presence Behavioral Health  
**Report Period:** 10/1/2013 - 12/31/2014

### Attachment A

<table>
<thead>
<tr>
<th>Individuals Served</th>
<th>Quarter 1 (Jan-Mar)</th>
<th>Quarter 2 (April-June)</th>
<th>Quarter 3 (July-Sep)</th>
<th>Quarter 4 (Oct-Dec)</th>
<th>Cumulative Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Evacuate</td>
<td>Non-Evacuate</td>
<td>Total</td>
<td>Evacuate</td>
<td>Non-Evacuate</td>
</tr>
<tr>
<td>New</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Continuing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Family Income -- New

<table>
<thead>
<tr>
<th></th>
<th>Evacuate</th>
<th>Non-Evacuate</th>
<th>Total</th>
<th>Evacuate</th>
<th>Non-Evacuate</th>
<th>Total</th>
<th>Evacuate</th>
<th>Non-Evacuate</th>
<th>Total</th>
<th>Evaculate</th>
<th>Non-Evaculate</th>
<th>Total</th>
<th>Evaculate</th>
<th>Non-Evaculate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Low-less than 30% of median</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Low-less than 50% of median</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Moderate-less than 80% of median</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not Low/Moderate-80%+ of median</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Special Needs, if applicable -- New

<table>
<thead>
<tr>
<th></th>
<th>Evacuate</th>
<th>Non-Evacuate</th>
<th>Total</th>
<th>Evaculate</th>
<th>Non-Evaculate</th>
<th>Total</th>
<th>Evaculate</th>
<th>Non-Evaculate</th>
<th>Total</th>
<th>Evaculate</th>
<th>Non-Evaculate</th>
<th>Total</th>
<th>Evaculate</th>
<th>Non-Evaculate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Female Headed Household</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disabled/Special Needs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### New Evanston Clients Only!!!

|                    | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity | Ethnicity |
|--------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
|                    | Non-Hispanic | Hispanic | Total | Non-Hispanic | Hispanic | Total | Non-Hispanic | Hispanic | Total | Non-Hispanic | Hispanic | Total | Non-Hispanic | Hispanic | Total |
| White              |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| Black/African American |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| Asian              |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| American Indian/Alaskan native |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| Native Hawaiian/Other Pacific Islander |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| American Indian/Alaskan Native & White |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| Asian & White      |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| Black/African American & White |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| Am Indian/Alaskan Native & Black African Am |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| Other multi-racial |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |
| Total              |          |          |       |          |          |       |          |          |       |          |          |       |          |          |       |

Please note: If your organization serves non-Evanston residents, provide the number served, their family income category and any special needs categories. Race & Ethnicity should be provided for Evanston clients only. In each quarter, the Evanston client totals (light yellow boxes) should be the same.
Grantee: Presence Behavioral Health
Program/Project: Community Crisis Support
Report Period: 10/1/2013 to 12/31/2013

PROGRAM ACCOMPLISHMENTS AND ACTIVITIES IN THIS PERIOD:
During fourth quarter 2013, Presence Behavioral Health maintained an active role in the community and continued to work closely with Evanston Police and Evanston Public Library. The program is established and community members have good working relationships with members of the crisis team and are familiar with services offered through crisis line and community outreach programs with Presence. Clinicians continued to respond to calls through the 24 hour crisis line, accepted referrals from police department and provided outreach to library patrons. Trainings with the Evanston Fire Department are planned for January. During the fourth quarter of 2013, the crisis program included 45 hours of services to crisis clients in the community and 169 hours of community outreach to patrons in the library program.

UNPROGRAMMED ACCOMPLISHMENTS AND ACTIVITIES IN THIS PERIOD:
PROBLEMS OR NEW INFORMATION WHICH SIGNIFICANTLY IMPACTED THE PROGRAM/PROJECT IN THIS PERIOD:
We have not been collecting income source data for residents that we are seeing for this program, since we are crisis services we are seeing residents based on need.

DISPOSITION OF CLIENTS (REFERRALS, HOSPITALIZATIONS, ETC.):
Involuntary Petitions: 0
Counseling/Psychiatry Services: 11
Substance Abuse Services: 2
Refusal of Services/Referrals: 2
**Contract Accomplishments:**

During the course of the last contractual period covering April first through December 31 2013, Presence Behavioral Health at St Francis developed the crisis outreach program and established our role in the Evanston community. Staff members have worked to establish relationships with the Evanston Police Department and the Evanston Public library. The program has provided valuable outreach services to many underserved members of our community including homeless individuals.

In working with the Evanston Police Department, members of the crisis team developed and delivered twenty one (21) total training sessions to familiarize officers and staff with the crisis program. Many of our referrals come through the Evanston Police Department and they are now very familiar with our program and services. Additionally, Presence Behavioral Health staff and the Victim’s Advocates have had three staffings (one per quarter) to follow up on referrals made to the police department.

We have secured branded flyers including crisis business cards and crisis flyers to expand the name recognition and illustrate the scope of services offered to the community. We work to be sure that the Evanston Police Department, St Francis Emergency Department and Evanston Public Library has a supply of these materials on hand.

We have worked closely with Karen Danczak Lyons, the Evanston Public Library Director, to broaden the scope of the outreach community to those at the library. Supervised interns are available in the library setting and provide education, social service referrals, and crisis counseling to patrons including homeless members of our community. These interns are supervised by Licensed Clinical Social Workers (LCSW) and have an LCSW available to them for immediate consult and assistance if needed.

The Crisis Community Support program served many individuals over the course of the last three quarters. In total, the crisis program provided 84.5 hours of crisis intervention services to individuals in the community. These hours included home visits and crisis outreach. The library program provided a total of 312 hours of services to library patrons over the course of 3 quarters.

Evanston clients seeking crisis outreach services have included many individuals with chronic mental illness including psychotic clients, those with homicidal and suicidal ideation, at risk populations due to other mental challenges and a large number of homeless individuals. Clients seek support due to domestic problems, difficulties with housing, in need of social services and de-escalation of conflict. Issues relating to hoarding, well-being checks and family issues are also typical types of problems addressed by community outreach staff and crisis workers. Approximately 60% of the clients receiving outreach via the crisis line and referrals through the Evanston Police Department are unfunded. Those receiving services in the library are generally without any sort of funding.

In order to continue to expand our services in the community, the Crisis Community Support program will continue to work with first responders in Evanston. Planned activities include trainings with the Evanston Fire Department (EFD) in the first quarter of 2014. These trainings will follow the same format
as those completed with Evanston Police Department in 3rd quarter of 2013 and familiarize the EFD with the benefits of the Crisis Community support program and how to make referrals.

We look forward to continuing to provide this valuable service to the City of Evanston and the members of its community.
Memorandum

To: Human Services Committee

From: Evonda Thomas-Smith, Director
      Carl Caneva, Assistant Health Director

Subject: Torrens Grant Expenditures

Date: February 12, 2014

Recommended Action:
Staff recommends the approval of payment for the lead rehabilitation of the property located at 1409 Washington Street. Lead sources have been abated from the address and a clearance was performed certifying the abatement.

The total payment is $10,000.00. The City has received funds in the amount of $20,000 from the Cook County Health and Hospital System specifically for this property and the administration of the 2013 grant.

Funding Source:
Account: 2435.55231 (Lead Paint Hazard Grant) on November 21, 2000 the Cook County Board of Commissioners create the Lead Poisoning Prevention Fund for the purposes of utilizing excess sums from the Torrens Indemnity Fund as provided in 735 ILCS 35/0.01 (Torrens Act). The City of Evanston serves as a pass through for funding.

Summary:
The Cook County Health and Hospital Systems awarded the initial Torrens Grant to the City of Evanston in 2000 and have extended the grant annually to the City of Evanston. The City of Evanston received funding in the amount of $80,000 in January of 2013. The grant amount was increased to $100,000.00 in August of 2013. Funds are directed at lead poisoned children and aid in removing of lead paint, dust, and soil from homes where a child (below six (6) years of age or pregnant woman could be exposed to lead.

The funding is available to property owners that meet the Torrens guidelines:

1. Applicant must provide Annual Income and must submit check stubs to verify
2. Applicant’s annual income cannot exceed 80% of the median income for Evanston IL.
3. Three estimates from Lead Licensed Contractors that are also licensed by the City of Evanston must be provided with the application
4. A copy of the current tax bill must also be submitted
After the application is received, all documentation is sent to The Cook County Health and Hospital System for a Notice to Proceed. Once approved the contractor begins work. In order to receive payment, the contractor and owner of the property must remove lead to an acceptable level as determined by the State of Illinois. This payment will close out the 2013 funding period.

Legislative History:

Attachments:
Copy of Check from Cook County $20,000
Contractor License
Contractor’s Certificate of Toxic Substances Control Act
Contractor’s Lead Safety for Renovation, Repair, and Painting Course Certificate
Contractor’s Proposal for Lead-Based Paint Abatement (2)
## Payable

**Pay:**
TWENTY THOUSAND AND 00/100

**To The Order Of:**
Evanston Health Dept
2100 Ridge Ave
Evanston IL 60201

**Amount:**
$20,000.00

**Date:**
January 16, 2014

---

**Vendor:**
Evanston Health Dept

**Check#:**
01536071

**Check Date:**
January 16, 2014

**Vendor ID:**
97188

### Invoice Details

<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Date</th>
<th>Description</th>
<th>Gross</th>
<th>Deductions</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY13Evan3</td>
<td>1/9/2014</td>
<td>FY13 Evan 13 01/09/201</td>
<td>10,000.00</td>
<td></td>
<td>10,000.00</td>
</tr>
<tr>
<td>FY13Evan4</td>
<td>1/9/2014</td>
<td>FY13 Evan 4 01/09/2014</td>
<td>10,000.00</td>
<td></td>
<td>10,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>Subtotal</strong></td>
<td><strong>20,000.00</strong></td>
<td></td>
<td><strong>20,000.00</strong></td>
</tr>
</tbody>
</table>
United States Environmental Protection Agency

This is to certify that

Value Remodeling

has fulfilled the requirements of the Toxic Substances Control Act (TSCA) Section 402, and has received certification to conduct lead-based paint renovation, repair, and painting activities pursuant to 40 CFR Part 745.89.

In the Jurisdiction of:

All EPA Administered States, Tribes, and Territories

This certification is valid from the date of issuance and expires July 16, 2015

NAT-67334-1
Certification #
July 2, 2010
Issued On

Michelle Price, Chief
Lead, Heavy Metals, and Inorganics Branch
Robert Kasperowicz
1580 Minthaven Lake Forest, IL 60045

has successfully completed the 8 hour Initial Lead Safety for Renovation, Repair, and Painting course and has passed the competency exam with a minimum score of 70%. This course is accredited by the U.S. Environmental Protection Agency per 40 CFR 745.225.

LEAD SAFETY for Renovation, Repair, and Painting

Certificate: R-I-19168-10-02813

Course Date: 4/12/2010
Examination Date: 4/12/2010
Expiration Date: 4/12/2015
Language: English

Kathy DeSalvo, Director
1409 Washington Evanston IL
Proposal for lead based paint abatement.

Set up interior/ exterior containment. Cover floors or ground with 6 mil poly 6 to 10 feet beyond work surfaces to be renovated, repaired or painted. Cover doors used to enter work area with plastic sheeting in a manner that allows workers to pass through but contains dust and debris within the work area. Post "Warning" signs at all entrances. Restrict access to the work area and notify residents to stay away while work is underway. Double bag and goseneck with dust tape all lead containing debris and remove from site daily and dispose at in approved location. Use a disposable task tool at the edge of protective sheathing. Wash all areas with TSP solution and HEPA vacuum to clearance. Cover all furniture with poly. Replace 91 energy efficient vinyl clad windows. Interior wood window trim prime and paint. Cap exterior window wood trim with aluminum coil.

total for lead abatement work $3,150.00
additional proposal for lead based paint abatement for 1409 Washington Evanston IL.

- Remove old windows from basement and install new ones block windows with vent total 5.

Front porch
- Scrap wood siding, prime and paint two wall 11x9 144 sq ft.
- 5x9

Back porch windows.
- Install new aluminum trim around windows exterior wood.

Front entry door custom size.
- Special order door aprv by customer

Total $6,940.00
Memorandum

To: Honorable Mayor and Members of the City Council
   Human Services Committee

From: Alderman Mark Tendam, Sixth Ward

Subject: Report of Subcommittee on Operation of Evanston Animal Shelter and City Affiliation with the Community Animal Rescue Effort (C.A.R.E.)

Date: February 28, 2014

It is recommended that the City Council: 1) receive this report; 2) direct the City Manager to cease the City’s affiliation with C.A.R.E. no later than April 30, 2014; 3) direct the City Manager to transition all programs and services of the Evanston Animal Shelter to the Police Department no later than May 1, 2014; and 4) direct the City Manager to conduct an audit of C.A.R.E.’s finances to determine funds raised specifically for support of the Evanston Animal Shelter and report back to the Human Services Committee at its April meeting.

At its February 3, 2014 meeting, the Human Services Committee appointed a subcommittee consisting of me, Alderman Judy Fiske, three representatives of the C.A.R.E. Board of Directors and three concerned volunteers about C.A.R.E’s operations at the Evanston Animal Shelter. This subcommittee met on February 12 and 18, 2014 to discuss issues regarding animal evaluation and adoption procedures. These meetings covered a wide range of issues discussing the operations of the Shelter.

At the conclusion of the February 18, 2014 meeting, the subcommittee approved a recommendation to the Human Services Committee by a vote of 5-2 (one member absent) that the City cease its affiliation with C.A.R.E. Among other issues, the majority of the subcommittee believed that C.A.R.E. was unwilling to adjust its animal evaluation procedures to achieve the goal of broadening options for animal placement. This goal would ensure that the greatest number of animals received at the Shelter are placed with individuals, families or transferred to foster families or rescue organizations. The subcommittee believes that the Police Department can operate all aspects of the Shelter working with other volunteers and organizations that will help ensure this goal.

I have further consulted with Alderman Fiske on the timing for these changes. We believe it is important that changes occur at the Shelter as quickly as possible and have added to the recommendation of the subcommittee that the City Manager work with C.A.R.E. to end our affiliation within approximately sixty days.
In addition, Alderman Fiske and I are very concerned about the finances of C.A.R.E. The organization has assets over $1 million. We believe that much of this money was raised to support specifically the Evanston Animal Shelter and animal welfare in the City of Evanston. We are concerned by actions in recent months by the C.A.R.E. Board of Directors to distance the organization from service to animals in Evanston and distance itself in name from Evanston. We have added to the recommendation of the subcommittee that the City Manager be directed to conduct an audit of C.A.R.E.'s finances to determine what funds have been raised for Evanston animal care. The City Manager should also review C.A.R.E.'s state and federal non profit incorporation documents to better understand the scope of C.A.R.E.'s mission.