ECONOMIC DEVELOPMENT COMMITTEE
WEDNESDAY, September 25, 2013 - 7:30pm
Lorraine H. Morton Civic Center, Room 2200

AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM

2. APPROVAL OF MEETING MINUTES OF AUGUST 28, 2013

3. ITEMS FOR CONSIDERATION
   A. Financial Assistance for Curt’s Café, 2922 Central Street

4. ITEMS FOR DISCUSSION
   A. Issuance of Request for Qualifications and Proposals (RFQ/P) for Redevelopment of 1718 Chicago Avenue
   B. Development of “Chapter 1” Entrepreneurship Program at Evanston Public Library

5. COMMUNICATIONS
   A. Announcements/Updates from EDC Members
   B. Real Estate Transfer Tax Report
   C. Monthly Economic Development Communication

6. ADJOURNMENT

Next Meeting: Wednesday, October 23, 2013

Order of Agenda Items is subject to change. Information about the Economic Development Committee is available at http://www.cityofevanston.org/government/special-council-committees/economic-development-committee/index.php. Questions can be directed to Johanna Nyden at 847.448.8014. 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 Community and Economic Development Department 48 hours in advance of the scheduled meeting so that accommodations can be made at 847-448-8683 (Voice) or 847-448-8064 (TTY).
ECONOMIC DEVELOPMENT COMMITTEE
MEETING NOTES
AUGUST 28, 2013

Attendees:


Committee Members Absent: J. Fiske, D. Holmes, M. Tendam, S. Freeman

Staff: J. Nyden, P. Zalmezak, M. Jones, W. Bobkiewicz, C. Plante

Presiding Member: A. Rainey

I. Call to Order/Declaration of Quorum:

A quorum being present, Chair Rainey called the meeting to order at 7:38pm.

II. Approval of Meeting Minutes of August 7, 2013:

Ald. Wynne moved to approve the minutes.

Ald. Burrus moved to amend minutes to include the following language:
“Ald. Tendam moved to fund Now We’re Cookin’ $60,933 for the period from 9/1/13 – 12/31/14, seconded by Ald. Wynne.” The Committee voted unanimously, 8-0 to fund Now We’re Cookin’.

The minutes of the August 7 meeting were unanimously approved 8-0.

III. Amendment on West Village planters

Ald. Wynne moved to approve recommend the amended West Village Great Merchant grant request, Ald. Grover seconded. Ald. Rainey reminded West Village representatives to make sure planters are taken care of. The motion unanimously approved (6-0).
IV. **Tour of Howard Street**

Ald. Rainey and Johanna Nyden, Economic Development Division Manager led a tour of Howard Street. Ms. Nyden said that this was the first time in two years that an Economic Development Committee meeting had been held in the area and that the tour would cover the area between the Police Outpost Elmwood, with stops at Apple the Second to meet the business owners, then see façade improvement recipients and Peckish Pig, a new brewpub slated to open on Howard Street by the end of the year.

Ms. Nyden introduced Katrina Balog of the Rogers Park Business Association, a nonprofit that does business and economic development projects for the Chicago side of Howard Street, who was joining the tour.

V. **Items for discussion**

a. **Financial assistance for Beacon Academy**

Paul Zalmezak, Senior Economic Development Coordinator introduced Beacon Academy, and noted that Evanston is being presented the opportunity to have a Montessori high school occupy the former Barnes & Noble space at Church and Sherman or 622 Davis Street. The school’s board is seeking guarantees loan guarantees. Although they originally planned to ask the city to guarantee $650,000 in loans, they expect the number to be much smaller now if the committee is interested.

Beacon would be the first Montessori high school in Chicagoland, and will draw students from numerous feeder schools. Beacon Academy would further Evanston’s tradition of progressive and diverse educational offerings. The proposed downtown location would help diversify the downtown business base, bringing parents (mostly visitors) downtown to participate in school activities and pick up and drop off their children. The school plans to be very engaging and hands-on, possibly pursuing partnerships with the library, local artists and the business community. The school would bring around 30 jobs to the area, which is near the median for companies in downtown Evanston.

Mr. Zalmezak introduced Jill Greer, President of the Beacon Academy Board of Directors.

Ald. Rainey expressed concern and interest in the risk involved because Beacon is a new concept. Ald. Rainey noted that since the bank is asking for a guarantee, obviously the bank sees a risk.

Ms. Greer said she is a resident of the 7th Ward and her children currently attend Chiaravalle, where she also serves on the board. She has worked
in investment banking, specifically public finance, and worked w/ the city on Chiaravalle deal.

Danielle Levy introduced herself as another board member. She lives in Chicago and her children attend a Montessori school in Rogers Park.

Jeff Bell will be the head of the new school. He lives in Evanston and his children go to Chiaravalle.

Brian King introduced himself as the school’s treasurer. His children go to Near North Montessori in Chicago. He is an advocate of Montessori education and wants to see it continue for older students. He stated this is an exciting project because Evanston is such a good fit with Montessori education.

Ald. Grover noted that she had had preliminary meetings about the Beacon proposal years ago. At that time they were interested in the Harley Clark mansion but were scared off by the renovation costs. She reminded them that Harley Clark remains available. Ald. Grover also noted that Evanston has lost two schools recently with the departure of National Louis University and Kendall College, and so it was interesting that a new one wants to come in as a renter, and would be paying property tax as a renter indirectly.

Ald. Grover noted that the City has had involvement in other schools, possibly Roycemore in the past other than just issuing permits. She shared an email from a constituent concerned about city offering support to a potential competitor for ETHS and asked if Beacon Montessori was really competition.

Mr. Bell responded that Beacon would be more a competitor for Baker or Roycemore because it’s intended to be much smaller. They are trying to raise as much as possible in order to offer financial aid and keep tuition lower than market rate, which is over $26,000 for other area private schools. Beacon will begin taking applications for admission starting on Tuesday 9/3, and has already had 30 inquiries despite only advertising in the school handbook at Chiaravalle.

Ald. Rainey inquired about the landlord for their proposed space.

Ms. Grier responded that the board is actually talking with two different landlords for two possible spaces – the former Barnes & Noble on Church Street and the 622 Davis office building. They like the Church Street space because it’s “raw” rather than long hallways with classrooms, however, negotiations have been slow and they need to announce a site soon because of the upcoming admissions process. The Davis space is
built out, making it much more affordable. The costs that will be presented to the committee will be lower if they go with the Davis site, where negotiations with the landlord have also been more positive.

Ald. Rainey asked Mr. Zalmezak what guaranteeing a loan for Beacon would actually mean for the City. Would the City have to maintain a reserve to cover default?

Mr. Zalmezak said that the purpose of tonight’s meeting was to gauge how comfortable the committee would be with the idea and will outline risks at a later meeting, but funds would have to be set aside.

Mr. Bobkiewicz pointed out that there are other ways to structure it. The idea tonight was to bring this to the committee to discuss. It’s a unique opportunity to create jobs and create activity downtown. If it was in another part of town we might not be involved, but downtown could use it. Want to see what the committee would like.

Ald. Rainey expressed concern about the risk given the limited amount of detail provided and asked if public bodies even do guarantees like this.

Staff responded that yes, they do.

Mr. King said that his understanding is that the city doesn’t have to put up cash right away.

Ald. Wynne said that she understands what it would mean for downtown and parents seeking alternatives, but remains concerned about the level and duration of risk it would mean for the City.

Ms. Levy admitted that Alderman Wynne’s question is the same as the board’s, which has same concerns. They are working on an aggressive capital campaign and have raised $800,000 in five months. They are confident in the project’s potential but are having issues with timing. She conceded that there are certainly things that can be done to minimize or mitigate the City’s risk. The dollar amount is significantly lower – closer to $250-300k at the Davis site.

Ald. Wynne asked if there would be a ramp-up in capacity or if the school planned to open at the full capacity described.

Mr. Bell responded that they plan to have 30 freshmen students initially, with a goal of adding classes to eventually reach 200 or 300 students. He conceded that this wouldn’t work in either of the proposed spaces long-term, though they plan to stay in Evanston when the time comes to expand. They just need to get started somewhere.
Mr. Zenkich said that the Beacon board members had anticipated his question whether there would be a way to decrease the guarantee – it looks like the answer is yes?

Mr. Zalmezak responded that he had spoken with M.B. Financial and reported that they’re willing to be flexible on terms, which the City would probably demand.

Ald. Grover asked if the construction loan would be paid out of fundraising or tuition.

Ms. Grier said that having a location will make fundraising easier. They are currently soliciting unrestricted gifts that can be used for anything, so there’s not really a distinction. People understand the desire to have a starter space. De-school in Stanford changes locations every few years to adapt to changing pedagogy. Right now Beacon is looking at 5 years and the landlords they are speaking with are amenable to this.

Ald. Burrus pointed out that Beacon has $800,000 and needs $900,000 for construction and asked why they don’t just use that $800,000 they have. She also expressed concern that they don’t focus on low to moderate income families, and other private schools targeting those families haven’t asked the City for help.

Ms. Grier responded that construction wasn’t the only cost because they also have four employees on staff right now, and they expect to need to be able to support inevitable operating losses during the ramp-up in capacity. Even at $20,000 a year, tuition alone won’t sustain the school. People tend to make pledges rather than write one big check. Though they anticipate additional donors, financing is appropriate given the situation.

Ald. Burrus remained concerned that the project amounts to support for wealthy families when the City has other needs and goals, particularly youth job development and programs for needier students, which are a priority for the Council. This would be giving $600,000 to upper-middle class people, and the community has real concerns about that.

Ald. Rainey expressed concern that $600,000 is a lot for only a 5 year lease. If it was 20 years it would be a different story. Even if Beacon is successful, they still would need to move in 5 years.

Ms. Grier pointed out that they anticipate a much smaller amount for the guarantee, closer to $250,000-$300,000. On the idea of it being only wealthy families, she stressed the organization’s commitment to diversity
and inclusivity, pointing out that one of the feeder schools is actually a Montessori charter school in Chicago. They want to make the school accessible, which is why they’re doing so much fundraising. Beacon is committed to financial aid even if a student needs a full ride.

They also recognize the need to safeguard taxpayers – that’s why they want a guarantee instead of a grant – the goal is for the City to not have to spend any actual money at all. Rather, it should be seen an investment in 20 to 30 professional jobs as well as 200-300 kids with families who will come to Evanston to pick them up, drop them off, eat lunch, and attend school events. Beacon conservatively estimates a $3m economic benefit to the city from these activities.

Ald. Rainey said that this was the time to give staff directions on what to do next and move on. Ald. Burrus pointed out that when a nonprofit moves into a building that is currently paying taxes, the building owner usually then requests a tax break because the tenant is a nonprofit.

Ms. Grier said that the landlord hasn’t given any indication that this will be happening and said that her understanding is that the landlord is building the taxes into the lease.

Ald. Rainey inquired about zoning.

Mr. Zalmezak replied that the school would need a special use for either of the spaces being considered, but they’ve talked to zoning staff already.

Ald. Grover said that they would need to see a business plan and more information when they come back to the committee.

Mr. Zenkich asked whether the proposal was consistent with the downtown master plan?

Mr. Zalmezak responded that they will have to look into it this as well as a risk assessment. The proposal could look very different when they return to the committee.

b. FEW Spirits
Ms. Nyden introduced Paul Hletko of FEW Spirits.

Mr. Hletko said that FEW has been in Evanston for two years and was the third distillery to open in Illinois. Although half a dozen more distilleries have opened in Cook County since FEW opened, FEW has remained ahead of the curve, winning several awards and recognitions as it has expanded its distribution and become a destination for tourists.
Ms. Nyden noted that the North Shore Convention & Visitors Bureau estimates that tourists spend $100+ a day.

Mr. Hletko said that in the two years FEW has been open, distribution has expanded from IL to 14 states and several foreign countries, and won an award in the UK for their gin. FEW whiskey was recently named to the top 10 buying guide by Whiskey Advocate.

As sales are growing FEW is trying to expand but is encountering resistance from Springfield. Mr. Hletko said that when he first approached the City, the state’s production cap had been lifted to 150,000 gallons. He thought this would be fine, but demand for FEW products has far exceeded the cap. The state is now limiting production to 35,000 gallons, which is making it difficult to secure investment to expand in Evanston. There are seven years left on the current lease, and FEW also leases another building in Evanston for 10 years. Mr. Hletko reiterated his strong commitment to Evanston and desire to stay in town to expand.

Ald. Rainey asked if there was any truth to rumors that FEW was considering relocating. Mr. Hletko admitted that he has been approached by several other jurisdictions out of Illinois offering a friendlier regulatory environment plus financial incentives, but his preference is to remain in Evanston. He said that the City actually helped lobby the state to lift the production cap before, which people tend not to believe, and he thanked the Council and City staff for all the help and support. FEW has been raising equity because banks are unwilling to lend in this economy, and they have debt already. They are currently brewing 13,000 gallons and trying to expand to the legal limit. Other states either have no limit or a much higher limit, between 60 and 100 thousand gallons.

Ms. Nyden said that FEW wanted to seek a loan from the city and come back with a loan package listing specific uses for the funds for the next meeting.

Ald. Burrus said that the committee would want to see financials if a loan was to be discussed. She reminded Mr. Hletko that the committee has no control over Springfield.

Ald. Burrus asked Mr. Hletko if it would be possible for FEW to open a second production facility in another state and still keep the tasting room and distillery in Evanston.

Mr. Hletko said that the language in the statute also applies to out of state affiliates, and production there would still count against the production cap, so opening additional facilities out of state would jeopardize licensing and permitting in Illinois.
Ald. Burrus asked if this meant he would have to move the entire operation out of state under current law. Mr. Hletko said that this was correct. And we’re very passionate about doing everything by hand, transparently, etc. Many similar “small producers” don’t actually produce anything, they just repackage other stuff. Brand is tied to Evanston, we don’t want to leave.

Ald. Wynne asked if these fake craft distillers have tasting rooms with stills. Mr. Hletko responded that they do not.

Ald. Rainey directed staff to work with Mr. Hletko to have the loan package ready for the next meeting.

VI. Communications
Ald. Wynne reminded the committee that the Trader Joe’s Lei Cutting will be held the morning of September 6, 2013.

Ald. Rainey announced that Peckish Pig had secured all the necessary construction permits. She also said that the August 27 community meeting about plans for the Autobarn to expand to the 8th Ward went well and the plans were generally well-received by neighbors.

Ald. Grover said that the central station apartments at 1700 Central Street were 25% leased and occupancy would begin in October. The building is also LEED silver certified. Ald. Grover also announced that a letter of intent has also been signed to lease restaurant space to Trullio.

VII. Adjournment

Ald. Wynne moved to adjourn the meeting, seconded by Ald. Rainey.
The Committee voted 6-0 to adjourn the meeting.
The Meeting was adjourned at 9:21 PM.

Respectfully submitted,

Cindy Plante
To: Chair and Members of the Economic Development Committee

From: Paul Zalmezak, Senior Economic Development Coordinator

Subject: Curt’s Café Job Training Grant

Date: September 18, 2013

Recommended Action:
Staff supports a recommendation from the Economic Development Committee to the City Council to provide a grant of $21,000 to Curt’s Café, located at 2922 Central Street, to provide training for no less than seven Evanston young adults from the disconnected, unemployed, and/or formerly incarcerated population. If approved, the City will reimburse Curt’s Café $3,000 for each of the Evanston-based participants who are placed in jobs within 30 days of completing the Curt’s program. A quarterly progress report will be provided to staff summarizing student achievement in each of the Life Skill classes and kitchen station training (i.e. maintenance, kitchen, front line, barista). The grant agreement would expire December 31, 2014 or when the $21,000 has been exhausted.

Funding Source:
Staff recommends utilizing funds from the Economic Development Fund Business Attraction and Expansion Account (Account 5300.62660) for this loan. The approved 2013 budget allocated $500,000 to this account for business attraction and expansion activities. To date, $66,186 has been spent from this account, for a fund balance of $433,814. A potential loan from this fund in the amount of $250,000 is currently under consideration by this Committee for FEW Spirits.

Economic Development Plan:
The proposed grant to Curt’s Café will advance the workforce development objective of the adopted 2013 Economic Development Work plan as it promotes collaboration with the existing network of workforce development non-profits supporting comprehensive training.

Summary:
The mission of Curt’s Café is to provide job and life skills through training, career coaching and job placement in the food service industry for youth ex-offenders and at-risk youth (16 to 22 years old) to enable successful reentry into their community and to
empower these youth to become capable, caring and confident adults. Curt’s Café provides a three-month training period for each student that is intended to result in effective, long lasting results. Curt’s Cafe training revolves around four key categories of “L.I.F.E.” skills: Living, Intellectual, Food Service, and Experiential.

Since opening and stabilizing the kitchen and catering operations (partially as a result of the City’s $15,000 loan), Curt’s Café has trained 21 students, 16 of whom are Evanston residents. Ms. Trieschmann has helped place 13 graduates in jobs at Evanston-based businesses including Found, Starbucks, Eco Cleaners, Dunkin Donuts, Home Depot, and Just-8 Pizza; graduates are also employed at UPS in Northbrook, Burrito Beach in Chicago, Food For Thought Café, and Boys& Girls Club of Chicago. Two graduates have completed their GED and one is currently working with a tutor to test in the fall. The table below summarizes Curt’s Café’s achievements.

**Curt’s Café Progress Report** (May 2012 – August 31, 2013)

<table>
<thead>
<tr>
<th></th>
<th>Total</th>
<th>Evanston</th>
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</thead>
<tbody>
<tr>
<td>Total Students</td>
<td>21</td>
<td>16</td>
</tr>
<tr>
<td>Job Placements</td>
<td>13</td>
<td>11</td>
</tr>
<tr>
<td>Returned to School</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>GED</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Unemployed, Stable</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Unemployed, Unstable</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

[1] One Returned to ETHS, One attends Truman College
[2] have chosen not to seek employment or return to school, but have access to food and shelter.
[3] have returned to streets but have contact with Curt's Café regularly.

Since coming before the Economic Development Committee and City Council last fall for an emergency infusion of capital, Ms. Trieschmann reports that the local community has been very supportive and sales have risen. Curt’s Café has received a small job training grant from Safe Haven / Community Violence Prevention Project based in Chicago, resulting in the hires of two Chicago high school students, although her employee base is primarily Evanstonians (80% / 20%). Ms. Trieschmann has further developed her curriculum and provides a “diploma” that “certifies” her students’ achievements to help with the job placement efforts. The curriculum, diploma, and detailed progress report template are attached to this memorandum.

**Legislative History**

On October 24, 2012 the Economic Development Committee voted unanimously to recommend to the City Council a loan agreement of up to $9,095 from the Economic Development Fund to Curt’s Café for the costs associated with the build out of the café located at 2922 Central Street and to execute a grant agreement with Curt’s Café for
$21,332 to provide training for a minimum of four Evanston disconnected and unemployed young adult ex-offenders.

On December 10, 2012, the City Council approved a loan agreement of up to $15,000 for the kitchen build out, but requested staff work with Curt’s Café to provide more details on the proposed training program before considering the $21,332 grant request.

Attachments
- 2013 Progress Report
- Curt’s Café Curriculum & Certificate
1. Identified businesses who are “Curt’s Café” preferred employers (I think you said you have a relationship with Found) are there others?

One of the most important facts (not publicized) about Curt’s Café program is that we are a program that is designed to work with the most challenged youth in Evanston. We are designed, by our smaller size, amount of volunteers and their skill sets, to work with youth that have consistently failed in other programs.

In our first year of business Curt’s Café has:

- Had 14 Students
  - 10 100% success stories
  - 2 not 100% success, but not back on the street – their choice not to get into school or get a job
  - 2 back on the streets, but we are in touch with both of them every two weeks.
- School Placement
  - 1 attending Truman College, just completing Freshman year and currently working
  - 1 back at Evanston High School, after being sent to an alternative school indefinitely, and currently working
- Job placements
  - Found Restaurant, Evanston
  - 3 months
  - Eco Cleaners, Evanston
  - Left last week after 8 months for a better job offering at Office Depot
  - Food For Thought Café, Chicago
  - Starbucks, Evanston (will hopefully be placing a second student there part time shortly)
    - There 9 months, currently working numerous stores and hoping to get into management
  - Dunkin Donuts, Evanston
    - was not able to stay due to daycare issues but has found another job based on job skills from Curt’s Café
  - UPS, Northbrook
    - Student just hired with recommendation from Volunteer. Will continue to develop relationship
  - Burrito Beach, Chicago
    - Student just hired with recommendation from Job Placement Manager. Will continue to develop relationship
  - Home Depot, Evanston
    - Placed after only 3 weeks at Curt’s Café while working off social service hours
  - Boys & Girls Club, Chicago
    - Just heard about this placement today. Connection through JVC where one of our Board Members works.
  - Just-8 Pizza, Evanston
    - Hired one of our students part-time because he is still in high school
  - Panera Bread & Chipotle
    - We have had many meetings with them and they have interviewed 6 of our students in the past month.
  - GED –
    - Out of 2 students that tested they have both received their GED’s
2. **Updated packet to City Council that includes your curriculum, progress reports, certificate (as samples)**

- See Attached – all students must pass tests to move to next station – in this order
  - Maintenance
  - Kitchen
  - Front Line
  - Barista
- During this time they are also participating in all Life Skills classes
  - Occupation Awareness
  - Circle of Conversation
  - Writing, Journaling, Poetry, Newsletter Art
  - Mind, Body, Spirit
  - Leadership
  - Summer – Gardening and Agriculture

3. **Commit to supplying the progress reports to City on a quarterly basis.**

- Curts Café will supply Paul Zalmezak at the City of Evanston with the students’ progress reports every:
  - October 2013 – for July 2013 through September 2013
  - January 2014 – for October 2012 through December 2012
  - April 2014 – for January 2014 through March 2014
  - July 2014 – for April 2014 through June 2014

4. **Agree to reimbursement upon placing an Evanston participant in a job.**

- The ultimate goal at Curts Café is to place all students in jobs. That goal, ideally, will be done in 3 months of full time training. Some students, however, may take longer and some may be placed in a shorter time period. Some students may excel in a full time environment and others will require half days, part time until life skills are developed. No student should run over $3,000 in stipends before being job placed.
- We will only ask for reimbursement from Evanston Development Fund for students whose address are in Evanston at the beginning of their time at Curts. (we are trying to find safe housing for many of our students while at Curts and that is not always in Evanston for them)
Food Service Skills

- Line/Sandwich
- Customer Service
- House Maintenance
- Sanitation
- Food Prep, Baking
- Barista
- Register (Gathering)
- Baking
- GED
- Food Service Certification
- Career Coach
- Budget
- Bank/Health
- Library
- Class
- Email
- Crafts
- Quilts
- Coffee Shirts
- Coffee
- Cafe
- Cakes
- Cookies
- Doughnuts
- Sweets
- Baking

Success of Your Circle

Intellectual Skills

LFE: SKILLS
Test - Customer Service

1. You should always greet the customer when they walk through the door and say goodbye when they leave the cafe.  
   True  False

2. Your eyes should be looking at the ground when talking to a customer.  
   True  False

3. It is important to listen carefully when the customer orders, and to always repeat the order back to the customer.  
   True  False

4. You should always use work appropriate language when dealing with customers or in areas customers may be able to hear you.  
   True  False

5. You should always be wearing the proper uniform when working.  
   True  False

6. If a customer complains about their order, you should argue with them to prove you are right.  
   True  False

7. You are allowed to eat and drink from an open cup while behind the counter.  
   True  False

8. It is ok to ask the customer to clarify their order.  
   True  False

9. If you are talking with a co-worker and a customer walks in you should finish your conversation before acknowledging the customer.  
   True  False

10. You should always bring a napkin and utensils to customer when you bring out their order.  
    True  False

Name _____________________________________________ Date _____________________
Test - Register / Front Line

1. You do not count the change out to the customer. True False

2. It is possible to correct a mistake made with the cash register. True False

3. It is acceptable to leave the cash register open for long periods of time. True False

4. Customers always have to sign one copy of the receipt with a charge. True False

5. It is not necessary to give a customer their receipt. True False

6. Gloves are not necessary when working with food in front of customer. True False

7. You can put food items coming out of the oven on the front counter. True False

8. You wait until all the freshly baked pastries are out before you ask the Chef to bake more. True False

9. You always grab the pastries with your hand to put them on the plate or in a bag for the customer. True False

10. When making the healthy drinks it is okay to use your hands to put the fruit and veggies in the blender. True False

__________________________________________  __________________________
Name                                               Date
Test-Sandwich / Salad Station

1. 10oz of meat go on each sandwich.  
   True  False

2. Lunch Sandwiches get a pickle and chips.  
   True  False

3. A Turkey Panini gets arugula instead of regular lettuce.  
   True  False

4. All sandwiches are served hot unless ordered in another way.  
   True  False

5. Red Onion is an ingredient on a Caprese Sandwich.  
   True  False

6. When delivering an order – take out whatever is ready and bring the Rest when they are done.  
   True  False

7. Only some salads get salad dressing with them.  
   True  False

8. Customers are allowed to change what bread a sandwich is made on.  
   True  False

9. The order of sandwich preparation is: bread, mayonnaise, lettuce, tomato, meat, cheese.  
   True  False

    True  False

10. Hummus belongs in the refrigerator.  
    True  False

Name  
____________________________________  

Date  
____________________________________
Test-Dining Room

1. It is acceptable to have dirty tables throughout the café.  
   True  False

2. Tables need to be cleaned after customers leave.  
   True  False

3. We never pick up plates from customers while they are sitting there even if they are clearly finished with their meal.  
   True  False

4. You should check in with the customer to see if they need anything else.  
   True  False

5. Chairs should be placed neatly around tables throughout the café.  
   True  False

6. Customers should always get a table number when ordering food.  
   True  False

7. The café should be swept throughout the day.  
   True  False

8. It is acceptable to put tips from tables in your pocket.  
   True  False

9. You have to pick the table numbers up when the food is delivered.  
   True  False

10. Countertops should be free of garbage and dishes.  
    True  False

___________________________________________________________________

Name ___________________________ Date ___________________________
Test-Barista

1. A Latte has more foam than a Cappuccino.  

2. OUR Macchiato only has a dollop of steamed milk on top.  

3. A Skinny Latte is made with whole milk.  

4. A Pot of Coffee at Curts is made with 8 ounces of coffee.  

5. A large espresso drink at Curts has 3 shots of espresso in it.  

6. We cannot make an Iced Cappuccino at Curts Café.  

7. A Pour Over Coffee is an espresso shot with hot water.  

8. A Mocha has only milk and chocolate – no espresso. 

9. You “Tamp” the espresso when you press espresso into tamper.  

10. An Americano has steamed milk in it.  

______________________________
Name

______________________________
Date
Test - General

1. It is important to show up on time only so you can get paid.     True    False

2. You can miss as many days as you want in a job if you just call in.     True    False

3. It is no big deal if you don't wear your required uniform at work as long as you are clean.     True    False

4. If you are disciplined by a Supervisor you should always talk back to defend your honor and respect.     True    False

5. If you are late and your supervisor lets you stay at work you should work faster so all the work gets done on time.     True    False

6. When calling in because you can't work you should tell the truth at all times.     True    False

7. It is better to try to cover up a mistake than to admit you did something wrong.     True    False

8. At Curts when volunteers are here it is okay to ignore them or just do what you want rather than helping them out.     True    False

9. Respect must go both ways in a job. If your new boss doesn't respect you it is okay for you to be disrespectful to them - your job will be secure.     True    False

10. It is okay to sit down on the job when there is nothing to do and to take your breaks whenever you feel like it.     True    False
Test-General Opening / Closing

1. When you come in say good morning to everyone and have a good attitude to start the day off right.  True  False

2. When you arrive at work, sit down until the Manager gives you something to do.  True  False

3. When sweeping and mopping – avoid the bathrooms, someone else will do them.  True  False

4. A Pot of Coffee at Curts is made with 8 ounces of coffee.  True  False

5. A large espresso drink at Curts has 3 shots of espresso in it.  True  False

6. We cannot make an Iced Cappuccino at Curts Café.  True  False

7. A Pour Over Coffee is an espresso shot with hot water.  True  False

8. A Mocha has only milk and chocolate – no espresso.  True  False

9. You “Tamp” the espresso when you press espresso into tamper.  True  False

10. An Americano has steamed milk in it.  True  False
THIS DIPLOMA CERTIFIES THAT

____________________

has successfully completed the required rotation of

____________________

and is therefore qualified to move to the next rotation and is awarded this

DIPLOMA

Given this ___ day of __________, 20__ by _______________________________
Memorandum

To: Members of the Economic Development Committee

From: Johanna Nyden, Economic Development Division Manager
Paul Zalmezak, Senior Economic Development Coordinator

Subject: Redevelopment Opportunities for 1718 Chicago Avenue

Date: September 18, 2013

Background:
Staff seeks input from the Economic Development Committee regarding the potential redevelopment of City-owned property at 1718 Chicago Avenue. The property is currently utilized as a surface public parking lot, accessible from an alley. In the past year, this property has been identified by multiple parties as a potential redevelopment site for a variety of uses. Uses have ranged in scope from mixed use office/residential buildings, performing arts centers, and hotels.

Request for Qualifications/Proposals:
Based on the volume of interest, a Request for Qualifications/Proposals (RFQ/P) is recommended as a way to manage interest in the property. Through this process, the property is presented to the development community as a potential redevelopment opportunity. The RFQ/P process is a two-step process:

1) Developers and interested parties are asked to submit qualifications and capacity to complete a redevelopment based on a set of parameters set forth through a solicitation from the City. The set of parameters are outlined in a formal public document.

2) The submissions of qualifications are evaluated and from the total submissions, several are identified as having the capacity to complete the redevelopment. This group, or “short list”, is then asked to create a proposal for redevelopment of the site. From the proposals, a preferred development concept can be made.

There are several benefits to this process. First, the outcome creates the opportunity to attract a high-quality development team for the project. This is because the potential pool of developers is first evaluated based on qualifications, experience, and capacity for redevelopment rather than through a rendering or concept depicted in a proposal. This process is also attractive to many developers. Developers often are hesitant to
expend resources to develop a proposal for redevelopment if they are one of a dozen development concepts for a site. However, they are much more likely to submit qualifications for consideration to be selected to submit proposals because they are not being asked to expend resources to create something new.

If there is interest in moving forward with the RFQ/P process, staff will develop the RFQ/P document on the property that outlines the desired development team qualifications and types of development sought for this location.

Attachments:
- Map of Property
Memorandum

To: Chair and Members of the Economic Development Committee
From: Paul Zalmezak, Senior Economic Development Coordinator
Subject: Funding for Chapter 1 – Evanston's Entrepreneurship Resource Center
Date: September 19, 2013

Recommendation:
Staff supports a recommendation from the Economic Development Committee to the City Council to allocate $9,900 from the Economic Development Fund to the Evanston Public Library for FY 2013 and $41,772 for FY 2014 to support the creation of Chapter 1, a program-based entrepreneurship resource center at the Evanston Public Library.

Funding Source:
Staff recommends using funds from the Economic Development Fund's Economic Development Partnership Contribution Account (5300.62659). The approved Fiscal Year 2013 budget allocated $290,500 to this account. To date, a total of $127,532 has been obligated from this account.

Background:
Chapter 1 will serve as a resource hub and co-working space designed to support Evanston’s freelance, “solopreneur”, and home based businesses at their earliest stage of development through a series of relevant business stage and business topic workshops, mentorships, and networking events provided in partnership with Evanston’s growing entrepreneurship network.

With private sector partners, Chapter 1 @ EPL will help individuals write the next chapter of their business development by enhancing the extensive business support programs, consultations, publications, and research materials already offered by the Evanston Public Library staff.

The Chapter 1 concept has evolved based on meetings with Evanston’s co-working and incubator community, entrepreneurs, university staff, and the chamber of commerce, in addition to literature review and tours of neighboring community libraries. All agree that Evanston has a unique opportunity to have an immediate impact on individuals
considering launching a business or improving their existing home based or small office business through highly focused business topic workshops, mentoring, and events co-led by private sector partners. The Evanston Public Library has both the physical facilities (as the library evolves from storage of physical documents to the digital age) and the program know how (already providing a small number of business startup resources).

Project Overview
Described in more detail in the attached business plan, what differentiates Chapter 1 from other library-based business resource centers is the focus on high quality and frequent programming, provided with private sector partners. Chapter 1 will provide a focal point for the home based business who are otherwise dispersed throughout the city, which may lead to opportunities for supplier partnerships or contracts with many of downtown Evanston-based companies. Additionally, it is anticipated that programs offered at Chapter 1 will also be relevant to career changers, or for seasoned professionals needing instruction on recently updated software or web apps.

In later phases, it is anticipated that that a portion of the library space could be retrofitted to include small meeting rooms or enhanced with technology enabled conferencing, smart white boards or other developing technology. Existing furnishings supplemented with newer mobile / rolling furniture will allow the space to be transformed based on the workshop need.

Staff has identified a number of private sector and institutional partners to assist with developing the program including Creative Coworking, InSync Consulting, CoLab Evanston, Evanston Chamber of Commerce, Technology Innovation Center, Downtown Evanston, Career Institute, Northwestern University faculty, and Evanston-based Office Heads. This “advisory committee” will likely evolve as the program further develops.

As summarized in the table below, Staff estimates Chapter 1 will require $51,672 through the end of FY 2014, or Phase I. Because Chapter 1 is program intensive, significant staff time will be required to coordinate and market the effort. Staff proposes using Economic Development funds to fund the salary of a part time research business librarian who will free up 20 hours of experienced library staff time, who will then lead the Chapter 1 coordination efforts.

Based on input from the private sector partners, staff recommends timing the build out (Phase II of the program) to coincide with the growth/success of the Chapter 1 program. Staff estimates an additional $200,000 investment in furniture, fixtures and equipment to accommodate the Chapter 1 program as it evolves and space and technology needs become apparent. This estimate is based on the cost of providing the furnishings, fixtures and equipment at other library resource centers.
### Proposed Chapter 1 Budget

<table>
<thead>
<tr>
<th>Description</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Phase I</strong></td>
<td></td>
</tr>
<tr>
<td>EPL Part Time Librarian Salary - FY 2013</td>
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<td>Chapter 1 Program Marketing and Operations - FY 2014</td>
<td>$10,000</td>
</tr>
<tr>
<td><strong>Phase I (end of 2014) Total</strong></td>
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</tr>
<tr>
<td><strong>Phase II</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Furniture, Fixtures, Equipment [1] - FY 2015</strong></td>
<td>$200,000</td>
</tr>
<tr>
<td><strong>Ongoing Annual Operations</strong></td>
<td></td>
</tr>
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<td>$78,398</td>
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</table>

[1] laptops, projector, smart boards, white boards, room dividers, rolling furniture, etc.

As program demand grows, staff will reassess the staffing requirements and sources of funds and return to the Committee with a recommendation. City and library staff, along with private sector partners will coordinate to develop an effective program marketing and communication strategy. This strategy will include a survey of the co-working, freelance, small office, and home based business, to be distributed via the City’s newsletter distribution list in addition to fliers at co-working spaces and coffee shops.

**Public Benefit**

Chapter 1 is a unique opportunity to directly serve very early stage companies with limited resources to launch a viable business and provides a low cost / no cost means of professional development through partnerships with the private sector. Chapter 1 will
provide a focal point/gathering place for the dispersed and varied home based and freelance business community and allow the City and private partners to better serve these companies directly.

**Economic Development Plan:**
Chapter 1 complies with the City’s 2013 Economic Development Work Plan efforts to support entrepreneurship development.

**Attachments**
-Draft Chapter 1 Project Plan
Proposal - *Chapter 1* - Evanston's Startup Resource Center

I. **Purpose**

Chapter 1 is a resource hub and co-working space designed to support Evanston’s freelance, solopreneur, and home based businesses at their earliest stage of development through a series of relevant business stage and business topic workshops, mentorships, and networking events provided in partnership with Evanston’s growing entrepreneurship network.

With private sector partners, Chapter 1 will help individuals write the next chapter of their business development by enhancing the extensive business support programs, consultations, publications, and research materials already offered by the Evanston Public Library staff.

Chapter 1 programming supports the City of Evanston’s efforts to help develop entrepreneurship and support high growth startups as adopted in the 2013 Economic Development Workplan.

II. **Location**

Chapter 1 will be based in the dramatic third-floor reference room with its high, white pine domed ceiling and Prairie School inspired lighting and furnishings. Existing furnishings supplemented with newer mobile / rolling furniture will allow the space to be transformed based on the workshop need.

In later phases, new private meeting rooms and a technology enabled conference room will be shared with members of Evanston’s private co-working, incubator, and private sector partners who would otherwise be unable to provide these technology resources alone – hopefully an attractive feature for their current and prospect co-working clients.

III. **Trends**

The slow national economic recovery has arguably resulted in the growth of two converging trends – collaborative consumption and increasing numbers of independent freelancers. The collaborative consumption mindset has been adopted widely by the Millennial generation and is reflected in the rise of social media, car-sharing (e.g. i-go), preference for apartment rentals, co-working
spaces, and websites and software likes like craigslist, freecycle, and Google Docs.

Furthermore, with fewer job opportunities from traditional employers, recent graduates and career changers are shifting to independent contract work and/or entrepreneurship. The Bureau of Labor Statistics reports about 1 in 9 workers self-employed in 2009. “A competing countercyclical effect could result in a rise in self-employment if laid-off wage and salary workers start businesses for themselves.”

According to the Freelancers Union, one in three workers are freelancers. Forbes reports that the Bureau of Labor Statistics estimates that by 2020, about 65 million Americans will be freelancers, temps, independent contractors and solopreneurs, making up about 40% of the workforce. According to the Washington Post: “…independent workers will outnumber salaried employees by 2020, and …54 percent of small business employees will be online contractors by 2017.”

Evanston entrepreneurs have responded to these market forces by providing spaces for the more sophisticated and/or capitalized freelancers and startups Evanston is home to Creative Coworking, CoLab Evanston, and the Technology Innovation Center. Northwestern University hosts space for early stage startups at 600 Davis. Regus recently hosted a ribbon cutting at 1603 Orrington. Other national franchisees have expressed interest in downtown Evanston. Evanston Chamber of Commerce reports that a number of “regulars” attend their Small Office / Home Office (SOHO) lunch meetings.

IV. Program

Driving the development of Chapter 1 is Evanston’s fiercely independent, risk averse and creative freelance and solopreneur community in their earliest stages of business development – or Chapter 1. What differentiates Chapter 1 from other library-based business resource centers is the focus on programming, provided with private sector partners, to support the graduation of these nascent firms from their “kitchen table” to Evanston’s co-working spaces, incubators and office spaces as their business grow.

Chapter 1 also provides a focal point for these firms who otherwise are dispersed throughout the city, which may lead to opportunities for supplier partnerships or contracts with many of downtown Evanston-based companies. Additionally, it is anticipated that programs offered at Chapter 1 will also be relevant to career
changers, or for seasoned professionals needing instruction on recently updated software or web apps.

Program opportunities could include:
1. Entrepreneur in Residence Program
2. Web Development
3. Marketing handmade or vintage items on websites or retail spaces
4. 3D Printing/Global Makerspace Movement
5. Social media and technology for business
6. Lending opportunities from Northwestern University’s LEND program
7. Legal clinic hosted by Northwestern University’s Bluhm Legal Clinic
8. Shared professional development training opportunities for Evanston-based businesses
9. Microsoft Excel – Advanced modeling
10. Workshops hosted by SCORE, Office Heads, Jewish Business to Business
11. Business plans
12. Business book discussion groups
13. Accounting, Finance, Taxes

Program iteration, especially in the early stages, is critical to the success of Chapter 1. Collaboration with program partners, feedback (satisfaction surveys) from attendees, and openness to experimenting will only make Chapter 1 stronger. Programs themselves may change or adjust to address individuals or small companies who move onto the next chapter, or those more experienced individuals who are transitioning from corporate/institutional professions to independent proprietors. As the program evolves in later phases, consideration may be given to implementing memberships, key card access, rental fees and catering to support larger events.

V. Partners
Participants in Chapter 1 programs will collaborate not only with Evanston Public Library staff experienced in business development resources, but also with successful entrepreneurs who will lead workshops at low or no cost to participants. Evanston’s co-working communities (Creative Coworking and CoLab Evanston) have shared insight on preferred programming and co-working space best practices in support of the development of Chapter 1 and have offered their continued support recognizing its potential.

They include:
- SCORE
• Bluhm Legal Clinic
• LEND
• Office Heads
• Jewish Business to Business / Career Institute
• Creative Co-Working
• CoLab Evanston
• InSync Consulting
• Downtown Evanston, Inc.
• Evanston Chamber of Commerce - SOHO (Small Office Home Office)
• Larry & Carol Levy Institute for Entrepreneurial Practice

VI. Outcomes
Chapter 1’s success will be measured by the number of workshops and events held, total attendance, feedback surveys, companies formed, and business connections / vendor relationships formed.

VII. Funding
Chapter 1 will be launched in phases corresponding with the anticipated evolution of the program, technology, and space requirements based on user feedback over the next 12 to 18 months. Based on conversations with numerous private sector partners, and visits to other library spaces, Staff estimates the total cost of launching Chapter 1 is $51,672 through the end of FY 2014. Depending on space and program needs, an additional $200,000 may be required to retrofit existing space. The estimated five year total cost of Chapter 1 is $392,000 representing an average annual cost of $78,000. The proposed projected funding is summarized in the table below:

<table>
<thead>
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**Phase II**

**Furniture, Fixtures, Equipment [1] - FY 2015** | **$200,000**

**Ongoing Annual Operations**

<table>
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<td><strong>Total Annual Operating</strong></td>
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<td>FY 2013</td>
<td>$ 9,900</td>
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[1] laptops, projector, smart boards, white boards, room dividers, rolling furniture, etc.
MONTHLY RETT REPORT FOR AUGUST 2013

DATE: September 4, 2013
TO: Mayor and Aldermen
FROM: Rodney Greene, City Clerk
SUBJECT: RETT Report -- August 2013

<table>
<thead>
<tr>
<th>MONTH</th>
<th>AMOUNT</th>
<th>TRANSACTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>113,540</td>
<td>57</td>
</tr>
<tr>
<td>February</td>
<td>113,355</td>
<td>37</td>
</tr>
<tr>
<td>March</td>
<td>125,990</td>
<td>65</td>
</tr>
<tr>
<td>April</td>
<td>92,096</td>
<td>59</td>
</tr>
<tr>
<td>May</td>
<td>146,980</td>
<td>93</td>
</tr>
<tr>
<td>June</td>
<td>180,770</td>
<td>136</td>
</tr>
<tr>
<td>July</td>
<td>175,975</td>
<td>109</td>
</tr>
<tr>
<td>August</td>
<td>167,620</td>
<td>101</td>
</tr>
<tr>
<td>September</td>
<td>68,290</td>
<td>60</td>
</tr>
<tr>
<td>October</td>
<td>142,161</td>
<td>73</td>
</tr>
<tr>
<td>November</td>
<td>164,800</td>
<td>84</td>
</tr>
<tr>
<td>December</td>
<td>143,605</td>
<td>84</td>
</tr>
</tbody>
</table>

August 2013 revenues were reduced to reflect this expenditure: $65; C.C. Recorder of Deeds

Monthly average needed to meet budget $175,000
FY 2013 Monthly Average $262,141

55 exemptions @ $100 ea = $5,500; CUMULATIVE $46,800

There was one (1) $ million sale in August 2013
08/22/13 -- 2408 Orrington $3,250,000 Tax $16,250; Seller: Smithfield Properties XXXII, LLC; Buyer: North Shore Builders

NSP2 sales = $413,900; CUMULATIVE $1,937,400
NSP2 purchases = $0; CUMULATIVE $790,850
### Economic Development – SEPTEMBER, 2013 UPCOMING MEETINGS & EVENTS

<table>
<thead>
<tr>
<th>Organization</th>
<th>Next Meeting Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Howard Street Business Association</td>
<td>Next Meeting Date To Be Determined</td>
</tr>
<tr>
<td>Evanston West Village Business Assoc. (EWVBA)</td>
<td>Next Meeting Date To Be Determined</td>
</tr>
<tr>
<td>WestEnd Business Association</td>
<td>The last meeting was held July 23rd. The next meeting will be September 5, 2013.</td>
</tr>
<tr>
<td>Business District Head Meeting</td>
<td>This is a meeting of key representatives from Evanston’s business and merchant groups. The next meeting date is to be determined.</td>
</tr>
<tr>
<td>Economic Development Committee</td>
<td>The next regularly scheduled meeting of the EDC will be Wednesday, September 25 at 7:30 pm at the LHM Civic Center Room 2200.</td>
</tr>
</tbody>
</table>

### Economic Development – MEETINGS/ON-GOING ACTIVITIES

**Economic Development Committee**

The Economic Development Committee met on August 7, 2013. The agenda included:

**Items for Consideration:**
- A. Financial Consideration for Now We’re Cookin. Now We’re Cookin' requested an Economic Development Partnership Grant of $60,933 for the period from 9/1/13 – 12/31/14. The committee voted unanimously to recommend approval for the grant to City Council. This item will be on the City Council's September meeting agenda.

**Items for Discussion:**
- A. Autobarn Expansion of Operations to 222 Hartrey Avenue. There was discussion of potential assistance to Autobarn that includes sales tax sharing, support from the City for application to Cook County’s 7B program, and TIF funding assistance for expansion to 222 Hartrey Avenue. The committee voted unanimously to recommend City support for Autobarn’s application to Cook County’s 7B program and to expand the TIF to include 222 Hartrey Avenue. Projections of the sales to contemplate a sales tax sharing will be presented at the September meeting.

**Communications:**
- A. Announcements/Updates from EDC Members; B. Real Estate Transfer Tax Report; C. Monthly Economic Development Communication.

The next Economic Development Committee met on August 28, 2013. The agenda included:

**Items for Consideration:**
- A. Consideration of Merchant Grant for West Village Business Association. The committee voted unanimously to recommend approval for the grant to City Council. This item will be on the City Council’s September meeting agenda.

**Items for Discussion:**
- A. Financial Assistance for F.E.W. Spirits at 918 Chicago Avenue. The committee indicated support of a loan package similar to private financing terms for FEW Spirits for product line expansion. B. Consideration of financial assistance for Beacon Academy in the form of a loan guarantee. The Committee indicated interest in providing support for this organization to open a school in Downtown Evanston.
| **Health and Wellness Roundtable** | The next Health and Wellness Roundtable meeting is scheduled for October 5, 2013 at the YMCA. The Marketing & Online Presence and Special Events & Promotions subcommittees will provide updates. A Health and Wellness event is planned for September in Downtown Evanston on Sept. 28. Carolyn Dellutri is helping to coordinate the event with the Special Events & Promotions subcommittee. |
| **New Business Openings, Expansion, and/or Relocations – July – August 2013** | New businesses that have opened or relocated in Evanston recently include: Dragonfly Collections, Inc. (1309 Chicago Ave), Pure Barre (910 Church St), Blue Pearl Stone (517 Dempster St), Not Fade Away (1104 Davis St), Forever Yogurt (1739 Sherman Ave), Pepperpot (1623 Simpson St), Kazoom (1940 Dempster St), Farmhouse Tavern (703 Church St) |
| **Marketing** | Staff continues to utilize evanstonedge.com to feature local businesses, and also comprehensive twitter, linked in, and Facebook strategies. |
| **Larger scale Development Sites and “Prospects” (General – see also some specific examples below)** | Staff continues to work with property owners and potential developers of large vacant properties in Evanston to identify potential tenants and uses for these properties and provide assistance for approvals and other City processes. In addition, Staff has been actively working with eight potential “prospects” (i.e. higher profile businesses and/or targeted industries) who are considering locating with the City. |
| **Technology/Entrepreneurship/Innovation Events** | RISE! Scheduling kickoff meeting is September 10, 2013. Regus Grand Opening will be September 11, 2013. Economic Development staff is drafting a plan for Entrepreneurship and independent / freelance support network centered on a technology / startup meet up events with local and regional technologists, founders, and entrepreneurs in addition to creating networking opportunities for Evanston-based founders to discuss highly focused subject matter. |
| **Small Business Assistance** | Economic Development staff continues to work with existing businesses, assisting them in pursuing physical upgrades and expansions, facilitating them through the various permitting processes, etc. Staff is also working with several new small businesses ranging from cafes and restaurants to retailers, small office users and entertainment uses. Since the start of 2013, staff has worked with over 60 leads for potential new small businesses. |
| **Façade Improvement Program** | Staff continues to meet and work with other businesses interested in the program. Several inquiries have been received; however, no applications have been submitted at this time. |
| **Vacancy Rates** | Current vacancy rates as of 2nd Quarter 2013 are:  
Office = 9.5%;  
Industrial = 9.9%;  
Commercial = 7.6% |
<p>| <strong>Great Merchant Grant Program</strong> | West Village Merchant Grant request was recommended for approval at the Economic Development Committee at its August 28 meeting. The item will move to the City Council for the September 9 meeting. |</p>
<table>
<thead>
<tr>
<th>Site location</th>
<th>Overview of Development Opportunities</th>
<th>Proposed Bldg. Area</th>
<th>Site Area (Approx)</th>
<th>Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>1817 Church St.</td>
<td>City Council approved a $200,000 construction loan funded from the West Evanston TIF to Evanston North Shore Contractors Cooperative to redevelop 1817 Church Street as a contractor cooperative.</td>
<td>1,000 s.f. addition is proposed to second floor of existing structure</td>
<td>5,764</td>
<td>The Evanston North Shore Contractors Cooperative are in the midst of interior demo/buildout. Second floor expansion is under construction. Construction completion anticipated December 2013.</td>
</tr>
<tr>
<td>1708-1710 Darrow</td>
<td>City-owned properties – residential structures were demolished late 2011.</td>
<td>N/A - no defined plan yet for redevelopment</td>
<td>5,530</td>
<td>The buildings were demolished late 2011. City staff is considering options for future redevelopment. Portion of property paved for neighborhood business parking</td>
</tr>
<tr>
<td>Evanston Plaza</td>
<td>WHI Real Estate Partners LLC and Bonnie Investment Group have formed a partnership to revitalize the center.</td>
<td>N/A - no defined project yet</td>
<td>212,373</td>
<td>Bonnie Management continues to market the plaza to national retailers, services, etc. Staff remains in contact with Bonnie Management on a regular basis.</td>
</tr>
<tr>
<td>Asbury/Oakton</td>
<td>Staff has on-going conversations with property owner regarding potential business prospects that might be well-suited for the site. Property owner is currently not interested in selling the property.</td>
<td>14,000</td>
<td>19,000</td>
<td>Staff continues to have conversations with property owner about potential business prospects.</td>
</tr>
<tr>
<td>Chicago/Main</td>
<td>Staff has worked with developer to create a mixed-use office/retail development.</td>
<td>90,000</td>
<td>30,424</td>
<td>Zoning and Plan Development Process is expected to start fall 2013.</td>
</tr>
<tr>
<td>1801-1805 Church</td>
<td>Vacant former gas station property owned by Daniel Cheifetz</td>
<td>n/a</td>
<td>11,000</td>
<td>Site is currently in litigation. City Council previously approved resolution granting authority to negotiate purchase of property. Staff assessing risk of acquiring relative to contamination.</td>
</tr>
<tr>
<td>Property</td>
<td>Description</td>
<td>Status</td>
<td>Notes</td>
<td></td>
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<tr>
<td>1911-1917 Church Street</td>
<td>Staff is coordinating with the property owner to determine opportunities for potential redevelopment partnership.</td>
<td>N/A - no defined plan yet for redevelopment</td>
<td>Staff is working with a number of organizations for the potential redevelopment of the site.</td>
<td></td>
</tr>
<tr>
<td>1901 Dempster (former KFC)</td>
<td>Yum! Brands, the corporate owner of the KFC brand has enlisted a local broker to price and list the property, scheduled for Mid-October. The property will have a 20 year deed restriction. Uses restricted include any restaurant that is deemed competitive to other Yum holdings including pizza, Mexican, chicken seafood, and hamburgers, although the latter two are negotiable as Yum is in the process of selling its A&amp;W and Long John Silver brands.</td>
<td>TBD</td>
<td>Brian Adams, Mid America broker indicated no strong interest in the property. Yum! Brands has listed the former KFC property reportedly for $750,000. MMJ will continue to direct potential users of the property to YUM broker. Just turkey?</td>
<td></td>
</tr>
<tr>
<td>623-627 Howard</td>
<td>The City of Evanston purchased this property in mid-October 2011. The City is currently assessing the condition of the building and making necessary repairs to the property.</td>
<td>Na</td>
<td>Peckish One, LLC has developed a business plan for the development of the space into a restaurant and microbrewery. The partners have a lease-to-own agreement on the property and expect to open in December 2013. Construction is underway for this project.</td>
<td></td>
</tr>
<tr>
<td>727-729 Howard Street</td>
<td>City-owned properties located on Howard Street. Staff is currently working with a theatre company to try to relocate to this building on Howard Street.</td>
<td>4,000</td>
<td>City Council did not approve award of the lowest bid for this project. A revised concept is in process.</td>
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</tr>
<tr>
<td>Former &quot;Borders&quot; site- Maple</td>
<td>Downtown Evanston is taking the lead as primary contact with the representatives from Arthur Hill regarding refilling this space; Staff is assisting Downtown Evanston in looking for prospects</td>
<td>21,900</td>
<td>Arthur Hill seeking tenant.</td>
<td></td>
</tr>
<tr>
<td>1211 Chicago Avenue</td>
<td>Trader Joe’s is under construction.</td>
<td>13,000</td>
<td>TBD</td>
<td>Grand Opening is September 6, 2013</td>
</tr>
<tr>
<td>1615 Oak Street</td>
<td>Smylie Brothers Brew Pub will be opening a restaurant and Brewery in the downtown area.</td>
<td>11,000</td>
<td>Variance from off-street parking requirements approved in February. Interior construction underway. Planning to open in 2014.</td>
<td></td>
</tr>
<tr>
<td>737 Chicago Avenue</td>
<td>AMLI residential development has available ground floor commercial space for lease</td>
<td>1,186 to 7,900</td>
<td>Staff is working with the broker to find higher end retail/service users.</td>
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</tr>
<tr>
<td>1720 Central Street</td>
<td>Central Station Apartment Development has available ground floor commercial space for lease</td>
<td>10,650</td>
<td>Staff is working with the broker and several interested businesses interested in opening in the available commercial spaces</td>
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<tr>
<td>1011 Chicago Avenue/ 222 Hartrey Avenue</td>
<td>Autobarn is working to relocate portions of the service and warehousing of vehicles to 222 Hartrey.</td>
<td>100,000+ 100,000</td>
<td>Staff is working to develop a financial assistance package to rehabilitate Chicago Avenue properties and rehabilitate 222 Hartrey properties to establish the service center. Expected to return to Economic Development Committee in September. Howard/Hartrey TIF is also under consideration; expected expansion to include 222 Hartrey to be complete by early November.</td>
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</tbody>
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