

**HOUSING & COMMUNITY DEVELOPMENT  
ACT COMMITTEE MEETING  
TUESDAY, OCTOBER 28, 2008  
EVANSTON CIVIC CENTER  
7:00 P.M. - CITY COUNCIL CHAMBER**

**MEMBERS PRESENT:** Ald. Bernstein, Sarah Breen, Coleen Burrus, Ald. Hansen, Ald. Jean-Baptiste, Ald. Rainey, Crawford Richmond

**STAFF PRESENT:** Sarah Flax, Jackie Brownlee, Jeff Murphy, Dennis Marino, John Burke, Sat Nagar, Dave Cook, Tanya Noble, Stefanie Levine, Evonda Thomas, Cam Herth, Alisa Dean, Nancy Flowers

**PRESIDING OFFICIAL:** Alderman Rainey

**I. CALL TO ORDER/DECLARATION OF QUORUM**

Chair Rainey called the meeting to order at 7:12 p.m. She explained that everyone speaking should come up and state their name and give a summary of their request for funding, followed by questions and comments from the Committee.

**II. 2009/10 CDBG PROGRAM - REVIEW OF APPLICATIONS**

YWCA Evanston/North Shore/Domestic Violence Services

Contact Info: Ms. Karen Singer, Executive Director

Address: 1215 Church Street, Evanston, 847-864-8445, 24-hour hotline number: 877-718-1868.

Amount Requested: \$40,000

Summary: Ms. Singer apologized for missing their scheduled meeting time. She stated that their request for funding this year is for support of their Domestic Violence and Counseling and Case Management Services. She introduced their interim Board President, Lynne Maldonado, and their Operations Director, Genriyeta Papirova. She noted that domestic violence continues to be a major problem in the community, though most domestic problems do not make it into the paper and many go unreported altogether. Nationally, 1 in 4 women will experience some type of domestic abuse in their lifetime. Ms. Singer pointed out that in Evanston alone, extrapolating from these statistics; this means that at a minimum, approximately 8,000 women will be victims of domestic violence at least once in their lifetime. She noted that for over 25 years, the YWCA has been there to help these victimized women when they have reached out and they continue to be there for help and safety support. She informed the Committee that last year their 24-hour hotline answered 1,938 calls from women looking for help, 18% from Evanston. Their shelter

provided safety, counseling, and case management to 242 women and children fleeing violence in their homes, 12% from Evanston. Their legal advocacy program provided orders of protection, legal information and support to 393 clients, 23% from Evanston. Their community-based services for women who have not left their abuser but need counseling and support serves 70 women, 40% living in Evanston. Their transitional housing provided support and continued counseling to 6 women and 11 children to help stabilize their lives in Evanston. All told, they serve 790 unduplicated women and children, providing 7,917 direct service hours, 27% to clients in Evanston.

Ms. Singer noted that their average annual cost per client is \$4.20 per day which is a pretty good investment to help women and children in the community achieve and maintain safety and heal from the violence in their lives. She said that the YWCA has been working hard over the last 4 years to increase their range of funding from private and public partners and have seen a 380% increase in private funding. Since 2004, the YWCA has received funding from government, churches, businesses, corporations, foundations, and United Ways throughout the Chicago, Evanston, and North Shore communities. However, in order to sustain their work, they must rely on their government partners as well. She noted that over the years their government funding has not kept pace with the cost of providing services and in the past year funding has been cut. For example, their CDBG funding was cut last year by 16% from the previous years. Ms. Singer reiterated that the YWCA simply can not sustain their current level of services if this continues. She informed that they are currently turning away over 1500 women and children a year and this number will increase with service cuts due to insufficient funding. She said that while they fully understand the difficult economic climate everyone is experiencing in this day and time, they still respectfully request that the Committee make battered women and children a priority and that at a minimum, restore the YWCA's grant to the 2007 funding level so that they can sustain their current level of services.

In conclusion, Ms. Singer gave the 24-hour hotline number (noted above) and welcomed all those that might be interested in volunteering to call their regular office number listed above as well.

Questions and Comments: Chair Rainey questioned the testimony given regarding 1500 clients being turned away, she asked what percentage of this number were actually requesting shelter. Ms. Singer responded that approximately 1100 women and children were turned away for shelter out of the 1500. Chair Rainey asked what effort is being made in other North suburban communities to provide shelter. Ms. Singer responded that there are a number of other domestic violence shelters provided in the Lake County communities, however she knows of no other effort to add additional shelter opportunities in the north suburban Cook County communities because funding is so restricted. Chair Rainey recognized this overall effort by the Evanston YWCA and commended their work for this Cook County area and the amount of funding that they receive. However, she questions why there hasn't been pressure in some of the other communities to either provide the Evanston YWCA shelter with funding or assist in providing additional shelter. She noted the unfairness of this burden being put on the Evanston YWCA given the parameters of that this shelter provides assistance for clients in the north shore communities. Ms. Singer agreed and has raised this issue for some time with other communities. Chair Rainey asked which other communities do offer funding where Evanston has provided

shelter and services to their clients. Ms. Singer responded that they do receive funding from all the North Shore communities via United Way, businesses, corporations, civic groups, and faith based groups are included in "other funding" received.

Mr. Richmond asked if the YWCA had of received their full request for funding last year, how it would have affected the 1100 people that were turned away for services. Ms. Singer responded that a percentage of this 1100 number in turn away of services is simply because they do not have the configuration in the shelter for proper rooming needs required for the family in need. However, the additional funding could have provided other means of services such as counseling and assistance to the family in other ways.

Ald. Jean-Baptiste recalled that in the application it is indicated that the YWCA is servicing a more diverse population in the Hispanic community, etc. He asked if what percentage has there been in servicing other ethnic groups needing assistance in the Evanston community. Also, he asked if the YWCA is engaged in any educational outreach sharing collaboration with other community groups and agencies to help in this effort to assist ethnic groups that do not have the proper means to receive knowledge of domestic violence help and counseling. Ms. Singer responded that there definitely has been an increase in other ethnic groups requesting assistance with the growing diversity in the Evanston community. Ms. Singer stated that they are fully aware of this need to reach out to the ever growing ethnic and diverse population in the Evanston community and go out to these outreach groups and agencies that will allow them to speak to their clients. Most of these agencies are faith based groups, a wide range of corporations and businesses and civic groups that employ a large number of ethnic populations where they can provide presentations and awareness raising. She said that they have recognized the large number of young females with children in many of the ethnic groups where increasing domestic violence situations are occurring. However, in recognizing this issue and looking at the situation as a preventative issue, they have started a prevention program around 2000 working with such programs as YOU and Family Focus to do violence prevention with young people. She noted that this year they have expanded this program to work with middle schools and high schools with a curriculum called "Building Healthy Relationships" to try and work on teen dating violence. She asked Ms. Papirov to respond further. Ms. Papirov informed the Committee that they have seen an increasing number of Hispanic clients, more than any other ethnic group in Evanston. She noted that in relation to court house issues, the Hispanic population number of domestic violence cases has increased, however the Polish speaking population has increased in requested services for transitional assistance for housing.

Ms. Burrus first commended the YWCA for all their efforts and assistance in what they do. She noted the efforts made over the past years to upgrade their transitional housing and efforts to provide concessions for more accessibility issues. She asked for more elaboration of these efforts to provide accessibility accommodations to their facility. Ms. Singer responded that they are trying to work out some of the logistical and financial issues that act as challenges in terms of making their transitional housing accessible. She noted that it is accessible to many people with disabilities, however they are not wheelchair accessible at this point. She said they are working at assisting their wheelchair need clients to find apartments when the leases are up to accommodate these clients. However, this task is very difficult in finding accessible buildings

that are affordable given their fair market rental from HUD. She informed that they are working with Ms. Flax and Human Services on this issue.

### Connections for the Homeless/Single Adult Services

Contact Info: Paul Selden, Executive Director

Address: 2010 Dewey Avenue, Evanston, 847-475-7070, Entry Point Program – 1-800-439-6691, [www.connectionsforthehomeless.org](http://www.connectionsforthehomeless.org) or [www.cfthinc.org](http://www.cfthinc.org)

Amount Requested: \$18,500

Summary: Mr. Selden apologized for missing his scheduled time for review of their application. He explained that he was in transit from Springfield, actually seeking additional funding, and was delayed on the train. Mr. Selden called attention to some important statistics in their Single Adult Services program. He noted that on June 30, 2007, they finished a year in which they had worked with 270 people who were living on the street; 234 new clients and 36 clients from the previous year. On June 30, 2008, their program worked with 400 people; in the last 6 months they had already worked with 256 people and expect to be over 500 people this year. Mr. Selden said it is clear that the homeless population has risen over the past two years and their services are stretched to the limits at this point trying to accommodate the ever rising number of clients. He noted that they are seeing this increase in people in their drop-in center which regularly has 50 people every morning. Interfaith Action's Hospitality Center also sees around 50 people every day. Therefore, on any given day 100-150 homeless people are wandering through the streets of Evanston. Mr. Seldon pointed out that this is a tremendous impact on the Evanston community.

Mr. Seldon said they propose to use their CDBG request for ID's and transportation to work. He said the only way they are going to deal with some of the homelessness problem is to help people find jobs and to get them employed so that they can provide for their own more permanent housing; there are not enough subsidies to get all of the homeless people off the street, therefore these people need to find employment. The first step for getting a person employment is to help them get needed identification. \$12,500 of their CDBG request is for this cost and \$6,000 is for transit passes to interviews for homeless individuals seeking employment. Mr. Seldon said that they coordinate with Interfaith Action who has a job counselor to assist with employment opportunities for the homeless.

Mr. Sheldon recognized the Committee's difficult position in distributing CDBG funds every year. He noted that some things are desirable and will make Evanston a much better city, but there are some things that are absolutely essential and the City would be much worse off without. He stated that the programs that provide services to aid in reducing homelessness are essential.

Questions and Comments: In response to a question from the Committee, Mr. Seldon gave a brief overview of the services provided by the Entry Point Program and Hilda's Place. He

informed that anyone in need of the services provided by these programs should call the #800 number listed above.

Police & Public Works/SNAP Pilot: Lighting for Safety

Contact Info: Officer Tanya Noble/Public Works Director John Burke

Phone: 847-866-5018/847-866-2966, [www.snapatcityofevanston.org](http://www.snapatcityofevanston.org)

Amount Requested: \$30,000

Summary: Officer Noble said that she is a member of the Evanston Police Department's Problem Solving Team can be reached at the email address above. Her counterpart for this grant is the Public Works Director, John Burke. She welcomes anyone who would like to help with the Safer Neighborhood Area Project (SNAP); there are already several City volunteers and is a wonderful opportunity to help in some of the Evanston neighborhoods that need it most.

Officer Noble noted that she reviewed a report called "A Plan for the Future of Evanston Street Lighting System" from the Evanston Street Lighting Committee from April 12, 1979. She noted that this is the last written report of the lighting system in Evanston and is extremely outdated. This pilot program will be a significant step towards SNAP implementation. She said the City of Evanston's Engineering Division has recommended that the City employ the services of a lighting consultant to work with staff in two of the SNAP neighborhoods that have been identified as gap areas where lighting is insufficient. The consultant will conduct a lighting and power source evaluation for the public way and provide a lighting design for bidding purposes. Officer Noble stated that the lighting and power source study or pilot is designed to test logistics and gather information, in order to improve the quality and efficiency from the current lighting situation. Such a study can reveal deficiencies in the design or procedure which can be addressed before time and resources are expended.

Officer Noble referred to an aerial diagram to point out the two specific areas for the pilot study. The two areas are the 1900 block of Jackson and the 2100 block of Darrow Avenues. She noted that these two blocks have had serious crime issues because of insufficient lighting and low visibility; the trees in the parkway have overgrown the current lighting. Officer Noble said that the long term ramifications of such a pilot study would be very valuable since the City of Evanston currently has no formal lighting codes for safety relative to the public way. She noted that this project addresses Goal 4 of the Strategic Plan and the outcome could improve the long-range infrastructure plan with regards to proper lighting. She pointed out that proper lighting and spacing has been installed in another target neighborhood, the 100-300 block of Custer. She concluded by saying this pilot study is one strategy to improve the quality of life in target neighborhoods. The two particular areas for this study are blocks with a majority percentage being low income and minority. These blocks are also plagued with high crime rates, deteriorating housing stock, vacant and boarded properties, absentee landlords, litter and illegal dumping, and very inadequate lighting. The improvement in lighting could significantly reduce some of the problems.

### Questions and Comments

Mr. Richmond asked about the study from 1979 and if there is a significant difference versus the crime statistics then compared with today. Officer Noble assured that there is a much greater percentage in the crime level and the types of criminal behavior since 1979. That is why it is so important to have this study to update data from 30 years ago.

Chair Rainey stated that she is concerned about the consultant fees and questioned the need to do a study to improve a situation that obviously needs to be upgraded; especially as important as improved lighting for safety reasons. She noted that the lighting in the 100-300 blocks of Custer has not particularly helped the area with crime issues, but the camera on Howard Street has helped tremendously. She suggested that maybe this method of helping to prevent crime should be considered along with additional lighting. At any cause, Chair Rainey feels the \$30,000 is excessive for a study that only covers 2 blocks. Mr. Burke responded that these two areas have been identified as having the largest gaps in lighting, with the highest crime levels. He noted that Public Works staff does not have the expertise in lighting design for gaps.

Ald. Jean-Baptiste said that it in the majority of the lower economic neighborhoods there is a need for improved lighting. He would like to see a study that covered more areas of need. Chair Rainey questioned why funding for this study and project do not come out of the Capital Improvement Plan. She recommends that City staff consider this as an option because she does not feel that consultant fees for a study of this type is the best usage of CDBG funds.

### Public Works/Alley Paving Program

Contact Info: John Burke, Director of Public Works, Sat Nagar, Senior Engineer, 847-866-2966 or 866-2967

Amount Requested: \$240,000

Summary: Mr. Burke informed the Committee that Mr. Nagar is the Manager of the Alley Paving Program. The City paves one alley per year using CDBG funds and Public Works staff is again requesting funding for that purpose. He noted that staff designs the alley and oversees construction of the alley paving in-house as well. Typically alleys are concrete with a drainage system that directs all the storm water into the City's sewers. He noted that this year's project in the 8<sup>th</sup> ward the City is a green alley using a porous concrete material. He further noted that this is a pilot program that the City is very excited about. He noted that these improvements enhance the alley and storm water drainage to the affected area and lowers the City's maintenance cost as well.

Mr. Nagar gave a brief overview of the proposed alley targeted for improvement. He noted that alleys are prioritized based on the condition and their immediate need for storm water drainage upgrading. An alley in the 2<sup>nd</sup> ward located north of Dempster, east of Dewey, and west of Ashland Avenue has been chosen because it has experienced many problems, from drainage to severe potholes, and difficulty with garbage collection by their Streets and Sanitation Division. He noted that the requested funding would be used for construction only because the staff does

all the design and oversees the project. He informed the Committee that City staff groups all the alleys that require paving in the upcoming year for bidding which will result in the cost being 15-20% lower.

Questions and Comments: Chair Rainey asked staff to identify a number for the Evanston community to call if they would like to request their alley be considered for the stated improvements by the City. Mr. Nagar confirmed that any Evanston resident can call the numbers listed above and City staff will explain the process. He further noted that there is assistance for qualifying low to moderate income households to apply for a waiver of the alley assessment fee.

#### Public Works & Community Development/Alley Special Assessment Assistance

Contact Info: Sarah Flax, CDBG Grants Administrator, 847-866-2928,  
[www.cdbg@cityofevanston.org](mailto:www.cdbg@cityofevanston.org)

Amount Requested: \$55,000

Summary: Ms. Flax stated that this proposal for CDBG funds is a continuation of the previously funded program. She reiterated that recipients of assistance must meet income qualifications. Households on alleys paved in summer of 2008 would be able to apply for assistance in 2009/10. She gave the website that gives the information for this program as listed above.

#### Public Works/Block Curb & Sidewalk

Contact Info: John Burke, Director of Public Works/Sat Nagar, Senior Engineer, 847-866-2966 or 2967, 866-2924

Amount Requested: \$100,000

Summary: Mr. Burke said again this is another long-standing City program to replace sections of deteriorated sidewalk and curbing for both drainage purposes and to provide safer walking. He said they usually take citizen and Aldermanic requests. However this year, City staff has inventoried all sidewalks through the transportation points throughout Evanston. He said staff will be able to come back before Council and A&PW to recommend sections in the CDBG target areas that need sidewalk repair through this program.

Questions and Comments: Ald. Jean-Baptiste requested that staff provide information to the public about this program and any participation qualifications. Mr. Burke said that all inquiries about this program should call the 847-866-2924 number. This program is funded 100% through CDBG, however there is a 50/50 program which is funded through the Capital Fund as well.

#### Public Works and Health & Human Services/Accessible Curb Ramps (ADA)

Contact Info: Brian Barnes, Inclusion Specialist, John Burke, Director of Public Works, Sat Nagar, Senior Engineer, 847-448-8054, 847-866-2966 or 2967

Amount Requested: \$120,000

Summary: Mr. Barnes stated that this program was developed 9 years ago in conjunction with the Public Works Department to make sidewalks and curbs more accessibility for people with disabilities, senior citizens, and people with young children and strollers. He said this program removes non-compliant ramps and replaces them with ramps that meet the ADA standards as well as the Illinois Accessibility Code. They have replaced over 800 ramps with the funding that they have been given and he expressed his appreciation for the CDBG Committee's support. He said the requested funding of \$120,000 this year will allow the City to focus on the downtown area where the brick paving has loosened over the years. He noted that the cost of materials is up from last year from approximately \$800 per ramp to around \$1500 per ramp. Mr. Barnes stated that this curb replacement program is part of the Multi-Motor Transportation Plan that is currently being worked on with the sidewalk inventory. The results of this inventory study will tell staff where there is a need for curbs to be added or replaced.

Questions and Comments: Chair Rainey pointed out that it was stated that 18 ADA ramps were done at various locations throughout the City for this past year; please elaborate. Mr. Sat responded that the City did over 30 ramps this past year; each corner is considered a separate ramp. He stated that the funding is used only for the construction cost itself; staff does all the project management, design and bid the jobs for contractors in conjunction with the other sidewalk replacement projects. All of the previous funds received have been expended. Ms. Flax noted that in her report she counted intersections and not actual curb cuts, accounting for the difference. Chair Rainey asked for more clarification about the need for curb replacements for downtown because it appears that most of the current curbs have ramps in place. Mr. Barnes reiterated that the current bricks in place present a unique situation with the buckling of the bricks over time and cause them to be a safety hazard and non-accessible for people with visual and other disabilities. He further noted that they are targeting the downtown area because many of the disabled citizens are located and travel in this area. He said they will be happy to look at other highly traveled areas that are in need of this same curb replacement with the tiled raised dots.

#### Health & Human Services-Community Relations/Alternative Dispute Resolution

Contact Info: Alisa Dean, Community Relations Manager, Joan Raisner, Co-Chair Human Relations Commission, 847-866-2958, 847-328-4103

Amount Requested: \$72,000

Summary: Ms. Dean introduced the Co-Chair of the Human Relations Commission, Ms. Joan Raisner, who has a background in Social Service Administration and has worked with the YWCA for many years. She has recently retired from 17 years as a family mediator for the Circuit Cook County Court and is a 28 year resident of the City of Evanston. Ms. Raisner stated

the background for this request is that the Human Relations Commission and the Community Relations Manager field numerous requests for services and information which are increasing daily. She passed out a chart of some of the more recent activity in this department and the number of complaints that staff is handling. Many of these calls are from residents requesting immediate services from staff or referrals to other agencies who can assist them. Ms. Raisner said that the Human Relations Commission is mandated to provide alternative dispute resolutions, but these services are not always available due to a lack of staffing to accommodate the number of requests. She noted that until July 2008, there was a position of the Human Relations Specialist which was funded in part by CDBG funds. This position not only covered many of the requests from residents but also provided mediation services, especially in disputes between landlords and tenants. Ms. Raisner stated that this application for block grant funds is unusual because it is a joint application by a City Department, the Community Relations Division, and another City entity, the Evanston Human Relations Commission. Second, this request is unusual because it supports a City position with dual responsibilities of addressing citizen requests for assistance and to re-establish the alternative dispute resolution service in the community. She stated other responsibilities of this position include monitoring the calls and visits of residents who are seeking services for providing a direct response and by keeping the needed records. This position would also be responsible for assisting the efforts of the Human Relations Commission, training volunteer mediators and assigning appropriate cases to those mediators. Ms. Raisner indicated the importance to the City of continuing these services, especially at this time of economic struggle being experienced by people at all income levels. However, the majority who seek their assistance are persons of moderate to low income and have limited resources. Ms. Raisner concluded by strongly requesting the Committee's support.

Questions and Comments: Mr. Richmond pointed out the large number of landlord/tenant complaints within the 5<sup>th</sup> ward in comparison to the other wards; which clearly points out the need for this service in the target area and the majority of low to moderate income residents. Chair Rainey asked what skills or qualifications are they looking for in the individuals that would be considered for this position. Ms. Dean responded they are looking for someone with a social service and counseling background in combination with administration skills for proper record keeping. Chair Rainey stated that there is a definite problem with this request to use CDBG funds to support a City in-house position. She said that if these services can no longer be handled by current staff then requests need to be referred to other support services and agencies such as Interfaith Housing that provide mediation services. She suggested that this service may not continue to be offered by the City of Evanston. Ms. Raisner noted that there has been a City position providing these services for many years and is a mandated function of the Human Relations Commission. Ms. Burrus agreed with Chair Rainey that it is inappropriate to create new positions with "soft money" such as CDBG funds. Ald. Jean-Baptiste asked if staff is currently referring clients to other outside agencies. Ms. Dean assured that they are referring as many cases as possible, however many of their clients are in need of more immediate services and intervention assistance especially between landlords and tenants where there is possible displacement involved and other emergency help. Chair Rainey reiterated that this may not be a function best filled by City staff and again pointed out that this is one of the main functions of agencies such as Interfaith Housing, who have significant expertise and are committed to these matters. Ms. Evonda Thomas, Director of Health & Human Services, clarified that the position of Human Relations Specialist became vacant in July 2008 due to the Early Retirement Initiative.

She noted that this was a long-standing position within the Human Relations Division and the responsibilities and services offered from that job were utilized by many Evanston residents for a long period of time. This is why they find it important to continue those services to residents in need. Ms. Burrus reiterated that the request for this position should be included in Health & Human Services budget for the upcoming fiscal year. This opinion was the consensus of the CDBG Committee.

#### Health & Human Services - Commission on Aging/Handyman Program

Contact Info: Nancy Flowers, Community Health Division Manager, 847-866-2964, called for assistance at 847-866-2919, [www.agingatcityofevanston.org](http://www.agingatcityofevanston.org)

Amount Requested: \$14,000

Summary: Ms. Flowers explained that the Handyman program provides minor home repair and maintenance assistance to low and moderate income senior adult homeowners and renters in Evanston. The program serves all persons 62+ years of age within the target area and any income eligible residents within this age group outside of the target area. She noted that Commission on Aging staff coordinate the intake of requests and eligibility determination for the program while contracting with CEDA Neighbors at Work for the actual handyman services. When necessary, the program pays for materials and supply costs. Ms. Flowers said that the majority of referrals and requests come from the CDBG target area. The Handyman program offers assistance with a range of minor home repairs and maintenance from repairing doors and windows, installing hand railings and smoke detectors, replacing locks and other home safety devices, weatherproofing, repairing various plumbing and electrical problems, etc. In summary, the minor repairs usually help to reduce energy costs for the homeowner and/or provide safety/security measures. Ms. Flowers said the Handyman program completed 153 request for assistance during the last program year, which is an increase over the previous year. So far this year, the program has received 128 request for assistance.

Questions and Comments: Chair Rainey asked if there was any left over funds from last year. Ms. Flowers responded that they do have enough funds to last through this year, but money will be depleted fast due to the need for assistance. The Committee commended this program and their efforts.

#### Health & Human Services/Summer Youth Employment Program (SYEP)

Contact Info: Cam Herth, SYEP Program Manager, 847-866-2976

Amount Requested: \$53,400

Summary: Mr. Herth gave a brief background of the Summer Youth Employment Program, which has been in existence for 16 years to provide employment for teens from the age of 14-18, the majority of whom are ETHS students. The program begins with the annual Job Fair in April

and the employment begins in June and runs for nine weeks. He noted that the SYEP also provides other training opportunities and works in collaboration with the Jr. Achievement Program for soft training skills and other job related learning opportunities that benefit youth in preparing them for the work environment. Mr. Herth stated that all requested funding is invested in the Evanston community and pays for supervisors who oversee the work of the young employees, provide assistance in conducting the Job Fair and with other administrative requirements to run the program.

Questions and Comments: Ald. Jean-Baptiste said that over the years he has watched SYEP and the involvement of the community in this program, and the tremendous participation in the annual job fair and commends the efforts of the program. Chair Rainey questioned if the City is still paying for the salaries of youth hired by private companies and asked if any attempts have been made to get those companies to contribute more towards this program, especially since they are benefiting from hiring through SYEP. Mr. Herth responded that this is an ongoing effort and that he has been discussing ways to promote this contribution from Evanston businesses towards this program with Ms. Thomas. He noted that the Township Supervisor's Office supports this effort as well.

Parks, Forestry & Recreation and Facilities Management/Fleetwood Jourdain Gym Roof Replacement

Contact Info: Dave Cook, Superintendent of Facilities Management, 847-448-8181

Amount Requested: \$50,000

Summary: Mr. Cook stated that this roof replacement program for the Fleetwood Jourdain Community Center is a very important job that has been an on-going project over the past several years. They are in the final construction phase to complete this project. He gave a brief summary of the project thus far; noting that in 2005 there was a roof assessment done and it was determined that the roof had past its anticipated replacement date. In 2006, the project was bid and the first phases of the construction were undertaken in 2007. Mr. Cook informed the Committee that the funding amount requested is only a portion needed to complete this project. He assured that all the CDBG funds requested are for construction costs only; Facilities Management staff serves as the general contractor with this project.

Questions and Comments: Chair Rainey asked what the total cost for this roof replacement project comes to. Mr. Cook responded that the total cost is \$240,000.

Parks, Forestry & Recreation and Facilities Management/Foster Field Renovation - Phase 1A

Contact Info: Stefanie Levine, Landscape Architect, 847-448-8043

Amount Requested: \$100,000

Summary: Ms. Levine stated that the first phase of this renovation project for Foster Field is underway. She noted that the CDBG request of funding will complete the work in Phase I. She gave a brief overview of the entire Foster Field Renovation project using diagrams showing the current field configuration and the new plan. She also showed what parts are owned by the City, Family Focus and School District 65. She further explained the renovation in detail by pointing out the existing outdated facilities, the Phase 1 work, and the final Foster Field Project. Ms. Levine referred the Committee to the project schedule and target completion dates for each phase of the project included in the application.

Questions and Comments: Ald. Bernstein asked for a breakdown of the cost for Phase 1 and the cost of the completed project. Ms. Levine responded that the total cost for Phase 1 is \$1.1 million dollars and the cost of the entire project is currently estimated at \$1.6 million dollars. She reiterated that all CDBG funds requested in this application will be used for construction only.

#### Purchasing/M-W-EBE & Local Employment Programs

Contact Info: Lloyd Shepard, M/W/EBE, 847-448-8078

Amount Requested: \$106,857.20

Summary: Mr. Shepard thanked the Commission for their past support for this program. He gave a brief summary of the M/W/EBE program, which identifies and promotes opportunities for Minority/Women/Evanston Business Enterprises in the City's procurement system to provide commodities, professional services and construction trades. In addition, he is currently working on a Local Employment Program Ordinance which, when enacted, will address employment opportunities for low and moderate income Evanston residents to work on City of Evanston funded construction projects. He noted that the current Employment Program does not require contractors to hire Evanston residents but instead encourages the employment of minority and/or female Evanston residents who are economically disadvantaged. Mr. Shepard noted that the M/W/EBE program is predicated upon the M/W/EBE Local Business Disparity Study for the City of Evanston which was submitted by D.J. Miller & Associates, Inc. in 1996 and Resolution 71-R-97 to reorganize the MBE Advisory Committee which was adopted by the City of Evanston in September 1997. He noted that the request this year for funding will go towards the cost to implement the program as planned. In the past several years, CDBG funding was reduced or cut by a significant amount. Mr. Shepard said that due to a lack of funds, he was unable to conduct the annual City Vendor Fair for Evanston which brings in a significant amount of business for M/W/EBE. Mr. Shepard said that some of his goals for 2009/10 include achieving 25% M/W/EBE participation in construction contracts and purchases of commodities and 10-25% for professional services; having at least one bid be an M/W/EBE for contracts under \$20,000; enactment of the LEP Ordinance; conducting at least one supplier diversity conference in 2009.

Questions and Comments: Several questions were raised about the responsibilities of the Coordinator and how much impact he has in the bidding process. Chair Rainey questioned the value of the M/W/EBE coordinator's involvement in the bidding process, and stated that the

entire process, including ensuring that the M/W/EBE targets are met, could be the responsibility of Department staff overseeing each job. Ald. Jean-Baptiste clarified that the M/W/EBE Coordinator is bound by specific policies and guidelines; however he will be able to get more involved with the enactment of the Local Employment Program Ordinance. Also his monitoring responsibilities will increase with passage of this ordinance as well. Ms. Burrus noted that the goals and accomplishments in the application and report are not clear and requested more specifics of the work being done by this office.

### Community Development/Housing Code Compliance

Contact Info: Jeff Murphy, Asst. Director, Housing Rehab & Property Standards, 847-448-8030

Amount Requested: \$504,137

Summary: Mr. Murphy said that the Housing Code Compliance is a Property Standards program that conducts on-going inspections throughout the entire Evanston area. Normally there should be 1 inspector per 10,000 units which would require 7 inspectors for the City. He noted that his current housing inspector staff consists of 4 inspectors who do the best they can to keep up with all responsibilities that go along with Housing Code Compliance. Mr. Murphy informed that CDBG funds the inspection of buildings with three or more dwelling units in the CDBG Target Area on a 2-year cycle. Among the inspectors list of duties are area inspections, response to complaints relating to problem property issues, abandoned vehicles, graffiti, illegal dwelling units, utility cut-offs, over-occupancy, public sidewalk violations, hazardous trees and limbs. He said despite all he just listed under complaints and exterior violations, the inspectors do the interior violation inspections with their area inspections. Mr. Murphy noted that Property Standards is also responsible for conducting inspections of restaurants for litter compliance, weekly inspection of the downtown district for compliance with trash storage, inspections of monitoring of vacant buildings and lots, single-family rental housing, inspections of day care and group home facilities referred by the Health Department, etc. Currently one inspector is out on sick leave and another on maternity leave. He has hired a temporary inspector and recently hired his replacement as Supervising Inspector who supervises the day-to-day activities, operation and organization of all the Property Standards Inspectors. Mr. Murphy noted that the requested funding comes to 75% of the Property Standards program budget for fiscal year 2009/10 based on the amount of work done in the CDBG Target Area.

Questions and Comments: Chair Rainey asked if funds are being requested to add an inspector position. Mr. Murphy responded that an additional position has not been requested through CDBG or the General Fund. Chair Rainey suggests that staff consider doing so because the need is evident of the workload and lack of staffing within the Housing Code Compliance program. Ald. Jean-Baptiste agreed and said that staff really needs to consider proposing an additional position in the budget for Property Standards. Ms. Burrus acknowledged all that the Housing Inspectors do and encouraged them to keep up the good work that they do with such short staffing.

### Community Development/Board Ups & Clean Ups

Contact Info: Jeff Murphy, Asst. Director, Housing Rehab & Property Standards, 847-448-8030

Amount Requested: \$30,000

Summary: Mr. Murphy gave a brief summary of this program which funds clean-ups and board-ups of abandoned or foreclosed properties. He noted that staff is experiencing an increasing need for this, which is the reason for the increase in their funding request from last year. He noted that Property Standards inspectors are monitoring approximately 80 properties and they anticipate that this number will increase over the next year. Currently the highest number of abandoned properties are located in the 5<sup>th</sup> and 2<sup>nd</sup> wards, but every ward has at least one building. He noted that the requested funds are used for the cost of board up materials and board up company's fees. CDBG funds are used only for board ups in the Target Area.

Questions and Comments: Ald. Jean-Baptiste raised the question of why so many buildings require the need for the board up service and asked if Facilities Management staff could do some of this work. Mr. Murphy responded that board ups use large pieces of plywood to cover windows, doorways and other entry ways into the property, which require specialized tools and equipment to lift the pieces of plywood into place. The City is not equipped to do this kind of work, nor could staff respond with the immediacy that outside contractors can.

### Community Development/Graffiti Removal Program

Contact Info: Jeff Murphy, Asst. Director, Housing Rehab & Property Standards, 847-448-8030

Amount Requested: \$46,800

Summary: Mr. Murphy stated that the funding requested for this program covers a portion of the Graffiti Technician's salary and fringe benefits. This program removes graffiti from public property in the CDBG Target Area as it occurs on light poles, traffic signs and control boxes, street signs, sidewalks, and public parks, etc. He said that graffiti is an on-going issue especially in the low to moderate income areas which are designated CDBG Target Areas. In the past year there were over 20,000+ calls and service request for graffiti removal.

Questions and Comments: Chair Rainey commended the work of the Graffiti Technician and this program.

### Community Development/Housing Rehabilitation Administration

Contact Info: Jeff Murphy, Asst. Director, Housing Rehab & Property Standards, 847-448-8030

Amount Requested: \$422,195

Summary: Mr. Murphy said that the Housing Rehab Administration funds the staff time and expenses for the single- and multi-family rehab projects whose construction costs are funded with loans from the Revolving Loan Fund. The Rehab program targets low to moderate income homeowners who need to make life safety repairs and improvements. Housing Rehab staff completes the initial inspection of the property, helps with the application, processes the application to determine eligibility, prepares work specifications and cost estimates, assists in securing contractors, and oversees the project until completion. Staff estimates 12 single-family projects and 12 multi-family projects for the 2009/10 fiscal year. Mr. Murphy indicated that CDBG funds are used for 3.5 staff positions in the Housing Rehab Program. He also informed the Committee that their Rehab Specialist assists with HOME Projects and Façade Improvement projects and has stepped up to assist with Housing Code Compliance inspections as well. This position is also being spread thin at the current time.

Questions and Comments: Chair Rainey requested that staff make the condo portion of this program more visible on the website. Mr. Murphy responded that he is aware of the problem and will have the webpage modified as soon as possible.

#### Community Development-Planning/Neighborhood Façade Improvement Program

Contact Info: Sarah Flax, CDBG Grants Administrator, 847-866-2928

Amount Requested: \$35,000

Summary: Staff noted that the façade project at 1824 Crain has been completed this year and two other projects, at Howard and Custer and Howard and Chicago, will use most of the remaining funds for this program. This request will enable one or more additional projects to be undertaken in 2009/10. CDBG funds are used to pay 50% of the cost of façade improvements, up to \$10,000 per storefront, and staffing of the program to provide technical assistance as needed, monitor for Davis Bacon compliance, etc.

#### Community Development-Planning/Neighborhood Initiatives Fund

Contact Info: Sarah Flax, CDBG Grants Administrator, 847-866-2928

Amount Requested: \$15,000

Summary: Ms. Flax explained that this would reinstate a program that provided funding to neighborhood groups in the CDBG Target Area to undertake projects to improve their neighborhoods. Examples include landscaping, organizing and equipping neighborhood watches, turning a vacant lot into a garden, etc. Often the timing of these projects does not coincide with the timing of the CDBG application process. This fund would allow neighborhood groups to work throughout the year with the City's Planning Division staff and the EPD Problem Solving Team to apply for funds and would support the goals of the SNAP program.

Questions and Comments: Mr. Richmond asked how the public would be informed about this program. Ms. Flax responded that they will need to advertise through Highlights, the City e-newsletter, and that information would be forwarded to the list of neighborhood groups compiled by the EPD and Neighborhood Planner. Presentations would also be made at Ward meetings and at Community Centers.

Community Development-Planning/Adopt A Fancy Can

Contact Info: Sarah Flax, CDBG Grants Administrator, 847-866-2928

Amount Requested: \$5,100

Summary: Ms. Flax said the requested funds for this program are for a continuation of the current program, which has been quite successful over the past years. Additional cans, liners and bags would be purchased and distributed to residents in the CDBG Target Area to address litter problems in their neighborhoods.

Community Development-Planning/CDBG Administration

Contact Info: Sarah Flax, CDBG Grants Administrator, 847-866-2928

Amount Requested: \$396,800

Summary: Ms. Flax noted that this funds the administration and management of the City's CDBG Program. In addition to ongoing management responsibilities, the 2009/10 CDBG program goals include development of the City's new five-year Consolidated Plan. Planning staff monitors and reports on the CDBG funded projects to ensure compliance of Federal, State and City regulations and processes.

**III. STAFF/CITIZEN COMMENTS**

Chair Rainey acknowledged this year's application package preparation was very organized and efficient. She commended Ms. Flax on her "cheat sheets" which helped the Committee assess applications and accelerated the review process.

Mr. Marino clarified for the Committee that the Property Standards Division was affected by early retirements. He noted that the Secretary II position has been filled, a temporary inspector hired to cover for staff on medical leave and that the new Supervising Inspector would start in a week, addressing most of the personnel issues.

Staff noted that the next meeting of the Housing & Community Development Act Committee is on Tuesday, November 11, 2008 at 7:00 p.m. The Committee will make its funding recommendations for the 2009/10 CDBG year. The meeting is open to the public and will be televised on Evanston cable.

**IV. ADJOURNMENT**

With no further business, the meeting was adjourned at 10:30 p.m.

Respectfully submitted,

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Jacqueline E. Brownlee