



## **CITY COUNCIL REGULAR MEETING**

**CITY OF EVANSTON, ILLINOIS  
LORRAINE H. MORTON CIVIC CENTER  
JAMES C. LYTTLE COUNCIL CHAMBERS  
Monday, July 10, 2017**

**Administration & Public Works (A&PW) Committee meets at 6 p.m.  
Planning & Development Committee (P&D) meets at 7:15 p.m.  
City Council meeting will convene at conclusion of the P&D Committee meeting.**

### **ORDER OF BUSINESS**

- (I)** Roll Call – Begin with Alderman Wilson
- (II)** Mayor Public Announcements
- (III)** City Manager Public Announcements
- (IV)** Communications: City Clerk
- (V)** Public Comment

Members of the public are welcome to speak at City Council meetings. As part of the Council agenda, a period for public comments shall be offered at the commencement of each regular Council meeting. Public comments will be noted in the City Council Minutes and become part of the official record. Those wishing to speak should sign their name and the agenda item or non-agenda topic to be addressed on a designated participation sheet. If there are five or fewer speakers, fifteen minutes shall be provided for Public Comment. If there are more than five speakers, a period of forty-five minutes shall be provided for all comment, and no individual shall speak longer than three minutes. The Mayor will allocate time among the speakers to ensure that Public Comment does not exceed forty-five minutes. The business of the City Council shall commence forty-five minutes after the beginning of Public Comment. Aldermen do not respond during Public Comment. Public Comment is intended to foster dialogue in a respectful and civil manner. Public comments are requested to be made with these guidelines in mind.

**(VI) Special Orders of Business****SPECIAL ORDERS OF BUSINESS****(SP1) Capital Improvement Program Planning**

Staff will present a summary of capital improvement planning and seek feedback from City Council on setting future goals.

**For Action**

**(SP2) Second Quarter Financial Report for Fiscal Year 2017**

Staff recommends City Council accept and place the Second Quarter Financial Report for FY 2017 on file.

**For Action: To Accept and Place on File**

**(SP3) Mid-year 2017 Budget Report**

Staff recommends the City Council discuss the Mid-Year 2017 Budget Report and place on file. Staff will return on July 24<sup>th</sup> with recommendations.

**For Action: To Accept and Place on File**

**(SP4) Water Service Shut-Off for Non-Payment Process**

Staff recommends the City Council accept and place on file this report on the water shut-off for non-payment process implemented by the City of Evanston, and provide direction for next steps.

**For Action: Accept and Place on File**

**(SP5) Request for Proposal to Lease the Harley Clarke Mansion, 2603 Sheridan**

Staff recommends City Council review and approve the Request for Proposal to lease the Harley Clarke Mansion, 2603 Sheridan Road, to a non-profit organization.

**For Action**

**(SP6) Cook County Minimum Wage and Sick Leave Ordinances - Next Steps**

Mayor Hagerty requests that the City Council discuss potential programs that the City can implement to assist Evanston minimum wage workers and their employers, direct the City Manager to develop an action plan and return to the City Council on September 18, 2017 with status report.

**For Action**

**(VII) Consent Agenda and Report of Standing Committees:**

Administration & Public Works	-	Alderman Braithwaite
Planning & Development	-	Alderman Rainey
Human Services	-	Alderman Fiske
Economic Development	-	Alderman Wynne
Housing & Comm. Development Act	-	Alderman Rainey
Rules	-	Alderman Wilson

## **CONSENT AGENDA**

- (M1) Approval of Minutes of the Regular City Council Meeting of June 19, 2017.  
**For Action**

### **ADMINISTRATION & PUBLIC WORKS COMMITTEE**

- (A1) Payroll –June 12, 2017 through June 25, 2017 \$ 3,013,726.81
- (A2) Bills List – July 11, 2017 \$ 4,296,958.87  
**For Action**

(A3.1) **Contracts with Water Resources, Inc. for Water Meter Replacement Program – Phase I and Water Meter and Accessories**

Staff recommends that City Council authorize the City Manager to execute contracts for the Water Meter Replacement Program – Phase I as well as the Water Meter and Accessories (RFP No. 17-14) with Water Resources, Inc. (390 Sadler Avenue, Elgin, IL) in the amount of \$1,153,500.15 and \$61,705.00. Funding for the Water Meter Replacement Program – Phase I in the amount of \$1,153,500.15 will be from the Water Fund, Capital Improvement Account 513.71.7330.65515-717003, which has a Fiscal Year 2017 budget of \$1,220,000.00. Funding for the purchase of water meters and accessories in the amount of \$61,705.00 will originate from the Water Fund Accounts 510.40.4208.65070 (\$36,000); 510.40.4225.65080 (\$10,000) and 510.40.4230.65702 (\$20,000) totaling \$66,000.00 budgeted for this project. The total FY 2017 budget in these accounts is \$195,900.

**For Action**

(A3.2) **Change Order No. 2 for the Agreement for Treated Water Storage Replacement Engineering Services to CDM Smith**

Staff recommends that City Council authorize the City Manager to execute Change Order No. 2 to the agreement for the Treated Water Storage Replacement Project Engineering Services to CDM Smith (125 South Wacker Drive, Suite 600, Chicago, IL) in the amount of \$58,932.00. This will increase the total contract amount from the current contract price of \$1,269,798.00 to \$1,328,730.00. There is no time extension associated with this change order. Funding will be from the Water Fund, Capital Improvement Account 513.71.7330.62145 -733107, which has an FY 2017 budget allocation of \$3,920,000. Staff is in the process of applying for a low-interest loan from the Illinois Environmental Protection Agency. The loan offer is only given after the design has been finalized and the contractor has been selected for construction. If the City is successful in obtaining the loan, eligible engineering fees will be funded by the loan.

**For Action**

**(A3.3) Contract with Garland/DBS, Inc. for Roof Repairs and Window Replacement at City Facilities**

Staff recommends City Council authorize the City Manager to execute a contract for a Roof Repairs and Window Replacement at City Facilities to Garland/DBS, Inc. (3800 East 91<sup>st</sup> Street, Cleveland, OH) in the amount of \$124,879. Funding will be provided from Capital Improvements Fund 2017 GO Bonds as follows: \$80,000 for the Ecology Center – Roofing/Window/Masonry Repairs will be from Account 415.40.4117.65515 – 617004, with a budget of \$80,000; and \$44,879 for Roofing Repairs – Miscellaneous Facilities will be from Account 415.40.4117.65515 – 617018, with a budget of \$50,000.

**For Action****(A3.4) Contract with Nature's Perspective Landscape, Inc. for Evanston Plaza Corner Plantings Landscape Maintenance**

Staff recommends City Council authorize the City Manager to execute a contract award for the 2017 Evanston Plaza Corner Plantings Landscape Maintenance and plant replacements to the low bidder, Nature's Perspective Landscape, Inc. (2000 Greenleaf St., Evanston, IL) in the amount of \$23,720.27. Funding for this project is included in the Greenways – Landscape Maintenance Services Fund (Account 100.40.4330.62195), which has a FY2017 budget of \$142,000.00, and a YTD balance of \$43,985.15.

**For Action****(A3.5) Sidewalk Café for Sam's Chicken & Ribs**

Staff recommends City Council approval of first-time application for a sidewalk café permit for Sam's Chicken & Ribs, a Type 1 restaurant located at 1639 Orrington Avenue. The sidewalk café will consist of four tables with two seats and four tables with four seats for a seating capacity of twenty-four, and will operate daily 11:00 a.m. - 11:00 p.m.

**For Action****(A3.6) Single Source Agreement with Word Systems, Inc. for Digital Voice Logger Upgrade**

Staff recommends that the City Council authorize the City Manager to execute the single source software and service proposal from the current vendor Word Systems, Inc. (9225 Harrison Park Court, Indianapolis, IN) in the amount of \$23,689 to upgrade the existing NICE digital voice logger. Funding provided by Emergency Telephone System Fund – Furniture and Fixtures (Account 205.22.5150.65625) with a budget of \$30,000 for this line item, a total account budget \$55,000 with a YTD balance of \$33,858.50.

**For Action**

**(A3.7) Contract with BMO Harris for Purchasing Cards for City Employees**

Staff recommends City Council authorize the City Manager to execute a contract with BMO Harris for Purchasing Cards. BMO Harris was the lowest responsible bidder to the Request for Proposal (RFP 16-76) for the City-wide P-Card program. Rebate amounts, replacement card delivery, and late fees were all evaluated during the RFP process; there were no annual fees or transaction fees to be compared. The P-Card program will have a net benefit to the City, rather than a cost, due to the rebate percentage received. All fees will be netted against this amount. The rebate provided by BMO Harris will be approximately \$20,600 annually if the City spends \$2 million annually.

**For Action****(A3.8) Other Post Employment Benefits Report**

Staff recommends City Council accept and place the December 31, 2016 Other Post Employment Benefits (OPEB) Report on file. As a part of the Annual Financial Report, the City is required to provide an evaluation of the total liability of all OPEB. The attached report from MWM Consulting Group provides a detailed analysis of the City's total liability which is approximately \$14.7 million as of December 31, 2016. Staff recommends this report be accepted and placed on file for use in the FY 2016 Annual Financial Report.

**For Action: Accept and Place on File****(A4) Resolution 58-R-17, Authorizing City Manager to Execute a Real Estate Contract for the Purchase of a Vacant Lot Located at 2005 Grey Avenue**

Staff recommends City Council adopt Resolution 58-R-17, authorizing the City Manager to execute a sales contract to purchase the vacant residential lot at 2005 Grey Avenue for \$42,500. This lot was identified as the site for the ETHS Geometry in Construction house to be constructed in school year 2017-2018. The City's Affordable Housing Fund (AHF), (Account 250.21.5465.65535) is the proposed funding source. The adopted FY2017 budget includes \$1,000,000 for affordable housing projects; to date, \$326,502 has been committed to projects, leaving a balance of \$673,498. The cash balance in the AHF is approximately \$1.1 million.

**For Action****(A5) Ordinance 58-O-17, Amending City Code 7-2-5-3 "Permit Fees," to include Block Party Regulations**

Staff recommends City Council adoption of Ordinance 58-O-17 by which City Council would amend City Code 7-2-5-3 "Permit Fees," to include Block Party Regulations.

**For Introduction**

**(A6) Ordinance 59-O-17, Decreasing the Number of Class H Liquor Licenses for Evanston Pan, LLC. d/b/a Pita 1**

Local Liquor Commissioner recommends City Council adoption of Ordinance 59-O-17, decreasing the number of authorized Class H liquor licenses for Evanston Pan, LLC. d/b/a Pita 1 located at 926 Central Street. Pita 1 is closed and therefore not renewing its liquor license. *Staff recommends suspension of the rules for Introduction and Action at the July 10, 2017 City Council meeting.*

**For Introduction and Action**

**(A7) Ordinance 60-O-17, Decreasing the Number of Class D Liquor Licenses for The Noodle Shop Co – Colorado, Inc., d/b/a Noodle & Co**

Local Liquor Commissioner recommends City Council adoption of Ordinance 60-O-17, decreasing the number of authorized Class D liquor licenses for The Noodle Shop Co – Colorado, Inc., d/b/a Noodle & Co located at 930 Church Street. Noodle & Co. is not renewing its liquor license. *Staff recommends suspension of the rules for Introduction and Action at the July 10, 2017 City Council meeting.*

**For Introduction and Action**

**(A8) Ordinance 61-O-17, Increasing the Number of Class D Liquor Licenses for Furious Spoon Evanston Maple Ave., LLC, d/b/a Furious Spoon**

Local Liquor Commissioner recommends City Council adoption of Ordinance 61-O-17, increasing the number of authorized Class D liquor licenses for Furious Spoon Evanston Maple Ave., LLC, d/b/a Furious Spoon located at 1700 Maple Street.

**For Introduction**

**(A9) Ordinance 62-O-17, Increasing the Number of Class K Liquor Licenses for Beer on Central, LLC dba Beer on Central**

Local Liquor Commissioner recommends City Council adoption of Ordinance 62-O-17, increasing the number of authorized Class K liquor licenses for Beer on Central, LLC dba Beer on Central located at 1930 Central Street.

**For Introduction**

**(A10) Ordinance 63-O-17, Decreasing the Number of Class P-4 Liquor Licenses for North Shore Cider Company, LLC, dba North Shore Cider**

Local Liquor Commissioner recommends City Council adoption of Ordinance 63-O-17, decreasing the number of authorized Class P-4 liquor licenses for North Shore Cider Company, LLC, dba North Shore Cider located at 707 Howard Street. *Alderman Rainey has requested suspension of the rules for Introduction and Action at the July 10, 2017 City Council meeting.*

**For Introduction and Action**

- (A11) **Ordinance 64-O-17, Increasing the Number of Class P-3 Liquor Licenses for North Shore Cider Company, LLC, dba North Shore Cider**  
Local Liquor Commissioner recommends City Council adoption of Ordinance 64-O-17, increasing the number of authorized Class P-3 liquor licenses for North Shore Cider Company, LLC, dba North Shore Cider located at 707 Howard Street. *Alderman Rainey has requested suspension of the rules for Introduction and Action at the July 10, 2017 City Council meeting.*  
**For Introduction and Action**
- (A12) **Ordinance 14-O-17, Amending Evanston City Code Title 11, “Administrative Adjudication”**  
Staff recommends adoption of Ordinance 14-O-17, amending Title 11, “Administrative Adjudication” of the Evanston City Code of 2012 to reflect the City’s organizational realignment and consolidation of the City’s Administrative Adjudication Division.  
**For Action**
- (A13) **Ordinance 22-O-17, Amending City Code Section 3-4-2(C)(2), Liquor Control Regulations - Powers and Duties**  
Staff recommends City Council adoption of Ordinance 22-O-17 amending City Code Section 3-4-2(C)(2), “Powers and Duties” to limit the time when a law enforcement agency may enter a liquor licensee’s property.  
**For Action**
- (A14) **Ordinance 46-O-17, Amending City Code Section 9-5-15, Regulating Small Unmanned Aircraft in the City of Evanston**  
City staff recommends City Council adoption of Ordinance 46-O-17, amending City Code Section 9-5-15, regulating small unmanned aircraft in the City of Evanston. Ordinance 46-O-17 addresses ongoing community concerns and provide an enforcement tool related to the operation of small unmanned aircraft, including drones. This Ordinance was introduced at the June 12, 2017 City Council meeting, and held for action at the June 26, 2017 City Council meeting.  
**For Action**

## **PLANNING & DEVELOPMENT COMMITTEE**

- (P1) **Ordinance 65-O-17, Granting a Special Use for a Type 2 Restaurant, Pono Ono Poke, at 1630 Chicago Ave.**  
The Zoning Board of Appeals and City staff recommend adoption of Ordinance 65-O-17 granting special use approval for a Type 2 Restaurant, Pono Ono Poke, at 1630 Chicago Ave. in the D3 Downtown Core Development District. The applicant has complied with all zoning requirements and meets all of the standards for a special use for this district. *Alderman Wilson recommends suspension of the rules for Introduction and Action at the July 10, 2017 City Council meeting.*  
**For Introduction and Action**

**(P2) Ordinance 56-O-17, Granting a Special Use for a Public Utility and Major Zoning Relief for a Fence (Wall) at 2506 Green Bay Rd.**

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 56-O-17 granting special use approval for a Public Utility for the replacement of existing ComEd equipment with “DC-in-a-box” utility equipment, and major zoning relief for 16’ and 20’-tall fences (concrete walls) for safety and thermal screening of the utility equipment, at 2506 Green Bay Rd. The applicant has complied with all other zoning requirements, and meets all of the standards for special use and major variation in the B1a Business District and the oCSC Central Street Overlay District.

**For Action**

## **HUMAN SERVICES COMMITTEE**

**(H1) Ordinance 49-O-17, Amending City Code Title 7 by Adding Chapter 18, “Pavement Sealant Applicators”**

The Evanston Environment Board recommends City Council adoption of Ordinance 49-O-17, banning the use of coal tar pavement sealers in the City of Evanston.

**For Action**

## **ECONOMIC DEVELOPMENT COMMITTEE**

**(O1) Updated Guidelines for Entrepreneurship Support Program**

Staff and Economic Development Committee recommend adoption of updated program guidelines for the Entrepreneurship Support Program that limit funding eligibility to applicants who have completed an entrepreneurship training curriculum, and provide more detail about the information applicants must provide as part of their required business plan submissions.

**For Action**

**(O2) Storefront Modernization Program Application for 2113 Greenleaf**

Staff and Economic Development Committee recommend approval of financial assistance through the Storefront Modernization Program for 2113 Greenleaf in an amount not to exceed \$25,000 for façade renovations associated with the building’s redevelopment into several smaller office and warehouse spaces. The proposed scope of work includes demolition, masonry, carpentry, glazing, stucco, concrete, and metalwork. The Economic Development Program’s Business District Improvement Account (100.15.5300.65522). The approved Fiscal Year 2017 Budget allocated a total of \$350,000 for this account to fund both the Storefront Modernization and Great Merchant Grant programs. To date, \$8,416.50 has been spent from this account, leaving \$341,583 available for expenditure. If upcoming Great Merchant Grant funding requests are also approved, \$283,033.50 will remain available.

**For Action**



**(O3) Applications for the Evanston Great Merchant Grant Program**

Staff and the Economic Development Committee recommend City Council approval to provide financial assistance through the Great Merchant Grant Program, totaling \$14,766.20, to three Evanston business district areas: Central Street Business Association - \$4,000.00; Howard Street Business Association - \$8,150.00; and West Village Business Association - \$2,616.20. Staff recommends utilizing the Economic Development Business District Improvement Program (Account 100.15.5300.65522). The approved 2017 Fiscal Year Budget allocated \$350,000 to this account. To date, \$8,416.50 has been spent from this account, leaving \$341,583.50 available for expenditure. As of June 12, 2017, City Council approved \$33,550.00 in landscaping services through the Great Merchants Grant, and other approved Storefront Modernization Grant projects leaving the account with \$283,033.50.

**For Action****(O4) 128-130 Chicago Avenue Development Update**

Staff recommends this item be continued until the July 24, 2017 Council meeting due to the need for further research on specific issues related to the agreement and to TIF considerations regarding the development. At the June 28, 2017 Economic Development Committee meeting the development of 128-130 Chicago Ave was discussed in detail. At this meeting the Committee directed that the project be forwarded on to the City Council for consideration as quickly as possible which at that time was the July 10, 2017.

**For Action****HOUSING & COMMUNITY DEVELOPMENT ACT COMMITTEE**

*The Housing and Community Development Act Committee and staff recommend City Council adoption of the following two resolutions which approve the 2017 Action Plan that governs the use of the City's Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and Emergency Solutions Grant (ESG) entitlement funding from the U.S. Department of Housing and Urban Development (HUD) and the reallocation of \$38,769 in unspent CDBG funds from prior years to new eligible activities as part of the 2017 Action Plan.*

**(O5) Resolution 62-R-17, the 2017 Action Plan and Adopting the 2017 Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant Program Budgets for 2017****For Action****(O6) Resolution 63-R-17, Amending the 2015 Community Development Block Grant Program and Authorizing the Reallocation of Unexpended CDBG Funds in the 2017 Action Plan****For Action**

## APPOINTMENTS

**(APP1) For Reappointment:**

Board of Ethics

Jennifer Billingsley

Housing, Homelessness and Human Relations Commission

Noelle Gilbreath

Moika Long

**For Action**

**(VIII) Call of the Wards**

(Aldermen shall be called upon by the Mayor to announce or provide information about any Ward or City matter which an Alderman desires to bring before the Council.) {Council Rule 2.1(10)}

**(IX) Executive Session**

**(X) Adjournment**

## MEETINGS SCHEDULED THROUGH JULY 2017

### Upcoming Aldermanic Committee Meetings

7/12/2017	7:00 PM	Animal Welfare Board
7/19/2017	6:30 PM	M/W/EBE Development Committee
7/24/2017	6:00 PM	Administration & Public Works, Planning & Development, City Council
7/26/2017	6:00 PM	Transportation & Parking
7/26/2017	7:00 PM	Economic Development
7/27/2017	5:30 PM	Emergency Telephone System Board

Information is available about Evanston City Council meetings at: [www.cityofevanston.org/citycouncil](http://www.cityofevanston.org/citycouncil). Questions can be directed to the City Manager's Office at 847-866-2936. The City is committed to ensuring accessibility for all citizens. If an accommodation is needed to participate in this meeting, please contact the City Manager's Office 48 hours in advance so that arrangements can be made for the accommodation if possible.