Boards, Committees, and Commissions
2014 Annual Reports
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Boards, Committees & Commissions Update

In November 2014, the Rules Committee recommended to City Council the implementation of a Boards and Commissions Communications and Training Plan to improve coordination of various boards, committees, and commissions (“Groups”). Staff from the City Manager Office worked with the each group’s staff liaison to implement components of the plan.

The Communications and Training Plan

- Sign up all current and new members of the Groups for the City’s e-news, City Council agenda e-news and e-newsletters from appropriate areas covered by their groups
- Each Group, if applicable, will submit an annual report to City Council and post it to the committee webpage
- Chairs of each Group will meet with the Mayor and Chair of the appropriate City Council standing committee once a year to discuss issues
- All current and new members of the Groups will receive an electronic copy of the Groups Handbook
- Develop a formal orientation packet to be given to each new member.
- All members attend a general training and review of responsibilities
- All new Group chairs will receive training on how to conduct a meeting and training on other issues related to serving as chairs
- The City Manager will hold an annual meeting for Group chairs.

On April 21 and 24, 2015, the City hosted a general training and review of responsibilities for the Groups, with 84 members in attendance. The orientation was recorded and made available online. Members who were unable to attend in April have been instructed to review the video online and the packet materials. These are located at cityofevanston.org/government/boards-committees/.

In August 2015, staff will begin coordinating meetings with the Mayor and the chairs of the appropriate standing committees to discuss issues. Prior to the end of 2015, the City Manager will host the annual meeting for Group chairs to discuss training and communications feedback and improvements.

In addition to the plan, it was recommended that a City Council liaison be appointed to the Groups that did not have a City Council representative on the committee. See list below:

<table>
<thead>
<tr>
<th>Committee</th>
<th>City Council Representative</th>
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<tbody>
<tr>
<td>ADA Advisory Board</td>
<td>Miller</td>
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<tr>
<td>Arts Council</td>
<td>Tendam</td>
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<tr>
<td>Board of Ethics</td>
<td>Holmes</td>
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<tr>
<td>Citizens’ Police Advisory Committee</td>
<td>Holmes</td>
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<tr>
<td>Public Safety Civil Service Commission</td>
<td>Rainey</td>
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<tr>
<td>Commission on Aging</td>
<td>Tendam</td>
</tr>
<tr>
<td>Committee on Public Place Names</td>
<td>Fiske</td>
</tr>
<tr>
<td>Environment Board</td>
<td>Wynne</td>
</tr>
<tr>
<td>Firefighter’s Pension Board</td>
<td>Mayor</td>
</tr>
<tr>
<td>Human Relations Commission</td>
<td>Miller</td>
</tr>
<tr>
<td>Ladd Arboretum Committee</td>
<td>Grover</td>
</tr>
<tr>
<td>Library Board</td>
<td>Wynne</td>
</tr>
<tr>
<td>Mental Health Board</td>
<td>Grover</td>
</tr>
<tr>
<td>Plan Commission</td>
<td>Fiske</td>
</tr>
<tr>
<td>Parks and Recreation Board</td>
<td>Wilson</td>
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<tr>
<td>Police Pension Board</td>
<td>Mayor</td>
</tr>
<tr>
<td>Preservation Commission</td>
<td>Grover</td>
</tr>
<tr>
<td>Sign Review and Appeals Board</td>
<td>Tendam</td>
</tr>
<tr>
<td>Design and Project Review Committee</td>
<td>Grover</td>
</tr>
<tr>
<td>Taxicab Advisory Board</td>
<td>Not Active</td>
</tr>
<tr>
<td>Utilities Commission</td>
<td>Wilson</td>
</tr>
<tr>
<td>Zoning Board of Appeals</td>
<td>Wilson</td>
</tr>
</tbody>
</table>
Annual Report Summary

Staff was directed to work with each of the Groups to obtain an annual report, which would be submitted to the standing committee to which it reports. The next section of this report includes the annual reports submitted by the various Groups. The annual reports include several basic components, including purpose, members, staff, meetings, and major issues or accomplishments. The reports vary in length due to the nature of the committees. Many committees meet regularly and manage many programs, while other committees meet infrequently.
Annual Reports

Reports to Administration and Public Works

911—Emergency Telephone System Board

Purpose: In accordance with Illinois Public Act 85-978, in December of 1990 the City of Evanston enacted Ordinance 133-O-90 by referendum. The purpose of the Ordinance was to establish an Enhanced 9-1-1 system. Per the legislature, an Emergency Telephone System Board (ETSB) comprised of seven members appointed by the Mayor, with the consent of the City Council, was established. The stated function of the ETSB is to design and implement an Enhanced 9-1-1 system for the City of Evanston and monitor the system once in place.

Members
Board Chairperson: Ald. Jane Grover
Board Members:
Ald. Coleen Burrus
Richard Edington, Chief of Police
Thomas Janetske, Emergency Preparedness Manager
David Blatt, M.D.

Staff
Greg Klaiber, Fire Chief; Perry Polinski, Communications Coordinator

Meetings
The Emergency Telephone System Board meets bi-monthly on the 4th Thursday. In 2014, the Board met three times (January, May, and September). Three of the six meetings were cancelled due to a lack of agenda items.

Meeting Place
Lorraine H. Morton Civic Center in Room 2750, the Aldermanic Library

Accomplishments
• The Board received an oral report on the Illinois Commerce Commission (ICC) 2013 annual filing, as well as 911 call statistics.
• In the past year, the Board reviewed all new State legislation related to the operation and funding of Public Safety Answering Points (PSAPs) which included creation of the 911 Services Advisory Board with a mandate to submit a report on the future of 911 in Illinois by July 2015.
• The Board oversaw completion of the implementation of a new IP fire station alerting system and received continuous updates on the status of pending projects such as dissolution of direct connect alarm monitoring, Text-to-911, and Emergency Medical Dispatch (EMD).
• The Board approved the 2015 Emergency Telephone System Budget.
Liquor Control Review Board

Purpose
To investigate and review all applications and recommend licenses and renewals of liquor licenses in Evanston (108-0-71; 8-0-84)(235 ILCS 5/4-2).

Number Of Members
Five (5) members. Determined by Liquor Commissioner

Members
Mayor Elizabeth B. Tisdahl, Commissioner
Marion Macbeth
Richard Peach
David Skrodzki
Byron H. Wilson
Term: Unlimited

Meetings
As Needed

Meeting Place
Lorraine H. Morton Civic Center, 2100 Ridge Ave., Evanston, IL 60201

Staff Contact
Theresa Whittington, Liquor Licensing Manager, 847-448-8160, twhittington@cityofevanston.org

Accomplishments
The board reviewed applications for eleven (11) new liquor licenses; two (2) requests for a change in liquor licenses class; six (6) requests for amendment to the liquor code (service hours, new licenses class and container sizes); and feedback from wine shop owners regarding the Evanston liquor tax. The Liquor Commissioner and staff facilitated the renewal of 115 annual liquor licenses.
Minority, Women and Evanston Business Enterprise Development Committee

Purpose
To identify and assess the needs of the M/W/EBE community on a regular basis, develop a program to address the established needs of the M/W/EBE community.

Qualifications
Housing and Community Development Committee representative, an Economic Development Committee Representative, an Evanston Chamber of Commerce Representative, Four (4) members from the local business community, and two (2) citizens at large.

Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alderman Peter Braithwaite, Chair</td>
<td>5/13/2015</td>
</tr>
<tr>
<td>Alderman Mark Tendam</td>
<td></td>
</tr>
<tr>
<td>Stephen Boyd</td>
<td>5/28/2015*</td>
</tr>
<tr>
<td>Schona Buranda</td>
<td>5/28/2015*</td>
</tr>
<tr>
<td>Mahnia Nematollahi Mahani</td>
<td>7/14/2016</td>
</tr>
<tr>
<td>William Smith, Jr.</td>
<td>10/14/2015</td>
</tr>
<tr>
<td>Donna Su</td>
<td>3/10/2016*</td>
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<tr>
<td>Paul Mark Wallace</td>
<td>5/19/2016</td>
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<tr>
<td>Kathyleen Brooks**</td>
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</tbody>
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*2nd Term
**Not applicable - Appointed Rep., Chamber of Commerce

Term
All appointees shall serve terms of two (2) years or until their successors are appointed and confirmed; provided, however, that initially, four (4) members shall be appointed for terms of one (1) year and five (5) members shall be appointed for terms of two (2) years. Members shall not serve more than two (2) full terms.

Staff
Wally Bobkiewicz, City Manager; Tammi Turner, Purchasing Manager; Sharon A. Johnson, Business Workforce Compliance Coordinator; Janella Hardin, Administrative Secretary

Meetings
3rd Wednesday of each month at 6:30 p.m.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 15, 2014</td>
<td>Lorraine H. Morton Civic Center - Aldermanic Library, Room 2750</td>
</tr>
<tr>
<td>February 19, 214</td>
<td></td>
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<tr>
<td>March 19, 2014</td>
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<tr>
<td>April 16, 2014</td>
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<tr>
<td>May 21, 2014</td>
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<tr>
<td>June 18, 2014 Meeting Cancelled</td>
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<td>July 16, 2014</td>
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<td>August 20, 2014</td>
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<td>September 17, 2014</td>
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<td>October 15, 2014</td>
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<tr>
<td>November 19, 2014</td>
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<tr>
<td>December 17, 2014</td>
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Accomplishments

- Completion, recommendation and City Council approval of Ordinance 60-O-14 Amending the Minority, Women and Evanston Based Employer (MWEBE), and Local Employment Programs (LEP) revising the penalty section from a $100/per day to a 1.0% of total project value penalty.
  - Additional notable changes to the Ordinance 60-O-14 Amending the City’s MWEBE/LEP Program City Council Meeting October 13, 2014 Item A11 may be found on the City website at: cityofevanston.org/assets/CCAP%2010.13.14%20pg.pdf

- Held meetings with contractors and staff to discuss potential changes to Local Employment Program; In addition to LEP Ordinance modifications, other notable changes implemented:
  - List of training sessions/offer quarterly training sessions to LEP participants to provide certification for job placement and improve skills.
  - Updated of LEP database; database contains the names of local residents who have expressed interest in employment on City public works projects.
  - Provided contractors with step by step “How to Comply” insert in all City Bid/RFP/Q documents and include “Important” watermark on MWEBE/ LEP exhibits.

- MWEBE participation on City projects reached 28% (program goal is 25%)

- MWEBE participation on City projects includes:
  - 23 Minority Owned Business; 19 Women Owned Business; 22 Evanston Based Businesses; 3 Disadvantage Owned Business

- Established Workforce Reserve Account; Collected over $34,000 LEP fines

- 2014 Local Employment Program
  - City and NU Workforce Development collaboration

- Provides Evanston residents with a clear path to qualify for and attain employment on campus construction, renovation and maintenance projects as part of Northwestern University's and the City of Evanston's Workforce Development Program.

- Approved Budget included an expanded Business Workforce Development Compliance position.

Public Service Civil Service Commission

Purpose
The Public Service Civil Service Commission certifies candidates for original appointment of entry-level police officers and firefighters in accordance with the Civil Service Act, 65 ILCS 5/10-1-1 et seq. The purpose of the Commission is to promote fair and equal treatment and equal opportunity under the law.

Member Terms
The Mayor, with the approval of the City Council, shall appoint seven (7) persons who shall constitute and be known as the Public Safety Civil Service Commission. The Commission shall annually, on the first meeting of the year, elect a Chairman. Those holding office at the time of the effective date of this Ordinance shall continue in office until the expiration of the terms to which they have been appointed. After the expiration of the terms of the existing Commissioners, the Mayor shall, in like manner, appoint person(s) as the successor(s) of the respective Commissioner whose term will expire that year to serve as such Commissioner for three (3) years and until his/her successor is appointed and qualified. At the discretion of the Mayor, each Commissioner may be reappointed for just one (1) additional term. The Human Resource Division Manager or assigned designee will function as the secretary for the Commission.

Members
Chair John Paul Schmidt
Fred Tanenbaum
Dina Berne
Douglas Whitmore
Mary Erickson
Vacant (2)

Staff
Jennifer Lin, HR Division Manager

Meetings
The Commission held six (6) scheduled meetings.

Accomplishments
The Commission completed interviews and approved 12 candidates for hire as Police Officers. The Commission also revised its rules for the entry-level firefighter process to be consistent with Illinois’ new Firefighter Hiring Act and approved other amendments to the Public Safety Civil Service Commission Rules.
Transportation/Parking Committee

Purpose
The Committee shall study the intermediate- and long-term parking and transportation needs of the City, with consideration of environmental issues and shall provide to the City Council recommendations to solve parking and transportation problems. (13-R-15)

Members
Nine (9) members appointed by the Mayor; four (4) members shall be members of the City Council; two (2) members shall be Evanston business owners or Evanston residents; one (1) shall be an Evanston resident with multi-modal transportation experience; one (1) shall be an Environment Board Parking Committee Liaison and one (1) shall be a Planning Commission Parking Committee Liaison (13-R-15).

Staff
Martin Lyons, Assistant City Manager/CFO; Rickey Voss, Revenue/Parking Manager

Meetings
4th Wednesday of every month, 6:00 p.m.

Meeting Place
Morton Civic Center, Room 2402

Accomplishments
• Moved to approve a parklet sponsored and managed by Hewn, an artisanal bakery, for two parking spaces located at 810 Dempster Street for a proposed period of four years (through 2018) for seasonal use.
• Purple Line Express Pilot; The CTA has approved a six-week pilot program to test an additional evening round-trip Purple Line Express train between Davis Street and the Loop. The purpose of the pilot is to address a need for later express service for employers in Evanston, as well as Chicago. The pilot is currently set to begin in June 1st through July 10th. The pilot run would make all local stops in Evanston and run express between Howard and Belmont.
• Pilot Program—Residential Parking District ‘R’; Designate 45 diagonal parking spaces on the east side of Sheridan Square as Residential Parking Permit Only as a 24-hour restriction for Residential Parking District ‘R’ and continue the restricted overnight parking from 9:00 p.m. to 6:00 a.m. for the remainder of Residential Parking District ‘R’.
• Created a 3-hour parking zone on the west side of Sheridan Square and on Keeney Street from east of Sheridan Road to Sheridan Square, exempting those that display a permit for Residential Parking District ‘R’.
• Designated the 16 diagonal parking spaces at the beach area to be regulated by parking meter or time limit parking with no Residential Parking District R daytime exemption.
• Opened a dialogue with the CTA and Metra to provide warming stations and other amenities for passenger use, especially during inclement weather.
Utilities Commission

Purpose
To protect and promote the public health, safety, and welfare of the citizens, businesses and institutions of Evanston, it is necessary to participate in the planning and improvement of electrical, natural gas, telephone, water and sewer services in Evanston to insure reliable and competitive service. Members of the Commission will listen to citizens’ concerns. (49 0-93) (103-0-93).

Qualifications
Members must be familiar with the utility industry, must have engineering/finance experience, and must be familiar with the regulations of the various industries. Members must be Evanston residents or work in Evanston.

Number Of Members
Seven (7) members appointed by the Mayor.

<table>
<thead>
<tr>
<th>Members</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Everhart</td>
<td>08/20/2018</td>
</tr>
<tr>
<td>David Grumman, Vice-Chair</td>
<td>10/24/2015</td>
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<tr>
<td>Marcella Landis</td>
<td>02/14/2015</td>
</tr>
<tr>
<td>Richard Lanyon, Chair</td>
<td>02/28/2015</td>
</tr>
<tr>
<td>Jonathan Nieuwsma</td>
<td>07/09/2016</td>
</tr>
<tr>
<td>Eric Rosenberg</td>
<td>05/13/2017</td>
</tr>
<tr>
<td>Mark White</td>
<td>02/25/2018</td>
</tr>
</tbody>
</table>

Term
Four (4)-year terms. Members may serve no more than two (2) terms.

Staff Contact
David Stoneback, Director of Utilities, 847-448-4311, dstoneback@cityofevanston.org

Council Liaison
Alderman Donald Wilson

Meeting Date
2nd Friday of each month at 7:15 a.m.

Meeting Place
Evanston Water Treatment Plant, Large Conference Room (555 Lincoln Street).

Meetings
January 10, 2014
February 14, 2014
March 14, 2014
April 11, 2014
May 9, 2014
June 13, 2014
July 11, 2014
August 8, 2014
September 12, 2014
October 10, 2014
November 14, 2014
December 12, 2014
Accomplishments
The commission maintains continuous **oversight of utility competitiveness and reliability** through monthly reports and discussion at regular meetings and occasional meetings with utility representatives. The commission believes that it has been instrumental over the years in increasing the reliability and reducing the cost of utility service for electricity, natural gas, and sewer and water.

**Community aggregation** has been successful in reducing the cost of electricity for Evanston residents and small businesses. The commission worked closely with the Utilities Department and Office of Sustainability in preparing the requests for proposals and reviewing the proposals received. A three-year contract which started in August 2014 was awarded to Homefield Energy and will reduce the cost of electrical service for residential and small business customers in our community over its duration. The electricity supplied under the contract will be offset by renewable energy credits (RECs) from wind farms, providing a significant reduction of emissions, which will help meet the goals of the City’s Climate Action Plan. The source of electricity is 100% green.

Similarly, the commission worked with the Utilities Department and Office of Sustainability on the **City’s electricity contract**. The three-year contract with MC2 began in June and will save the city the cost of electrical service compared to ComEd’s rates and is also offset by RECs, which will reduce emissions. The source of electricity is 100% green.

To further assist the city in achieving its Climate Action Plan goals, the commission has initiated a program for **benchmarking** energy efficiency in buildings. Benchmarking has already been adopted in a number of other cities nationwide. The first phase will apply to large commercial buildings. Over time, benchmarking can be applied to other types of buildings. The commission will present its program to the City Council on March 16, 2015.

The City pays Commonwealth Edison for **street lighting** based on Illinois Commerce Commission rules. The electrical energy used for street lighting is not measured, but is based on the rated lighting fixtures for set hours of operation and unit costs. The commission is proposing to measure a few select street lighting circuits to determine if the calculated costs of street lighting are representative of actual electrical energy usage and costs and ensure that the City’s installation of energy-efficient lighting is rewarded. However, the commission has yet to perform any measurements since it was first necessary to reconcile the City’s street lighting records with those of ComEd. This in itself was a valuable exercise.

The commission worked with the Utilities Department to make **water bills** more user-friendly and contain more helpful information for the customer, starting with bills issued early in 2014.

The commission is also working with the department in preparing a water usage management application which will encourage customers to use water more efficiently by allowing them to track and manage their water use information on-line.

Funding
Funding to support commission meetings and projects is incidental to the budget of the Utilities Department. The commission does not give or receive grant funds.

Awards and Special Events
The commission has not received any awards, does not give awards and does not hold special events. The commission applauds the Utilities Department for conducting public tours of the water treatment plant and for its public outreach efforts, stressing water conservation and the production of high quality drinking water.

Acknowledgment
The Utilities Commission acknowledges the support of the City Council and staff, as well as the Utilities Department and the Office of Sustainability.
Reports to Human Services

ADA Advisory Board

Purpose
To protect and promote the public health, safety, and welfare of all citizens, it is necessary to provide for an organizational structure to aid and advise the City in pursuing its ongoing commitment to make the City and its programs, services, and activities accessible to all individuals, including individuals with disabilities. In addition, the ADA Advisory Board assists City with accessibility and ADA-related issues, and assists the City with the production of ADA Self-Evaluation and Transition Plan Updates.

Members
S. Newman
B. Logan
R. Shure
S. Canter
J. Prindiville
J. Hickman
L. Biondi
S. Bowie

Staff
S. Nagar
A. Khatkhate
C. Plante
J. Williams-Kinsel

Meetings
The ADA Advisory board met twice in 2014 (March 13 & November 13) to discuss the accessibility needs of the community. The Public Works staff presented the ADA strategy implementation, which is listed below:
Construct ADA accessible ramps/upgrade existing access as part of infrastructure improvement projects. These projects include street resurfacing, streetscape, sidewalk, park improvements and facility upgrade projects. Sean Ciolek will replace Sat Nagar as the ADA Advisory Board Staff beginning in 2015.

Recommendations
• The Morton Civic Center ADA access should be improved
• ADA access units should be part of all new developments
• Temporary ADA access during construction must be part of the construction management plan
• The City should make the ADA accessible improvements as part of all infrastructure improvement projects
Arts Council

Purpose
The Arts Council is a 12-member council with two vacancies at this time. The Council functions to encourage the involvement of citizens in the arts and to aid the coordination of private and public cultural activities.

Goals
- Advocacy: To promote, expose, and ensure accessibility to the arts in Evanston.
- Business and Economic Development: To support arts initiatives that position Evanston as a cultural arts destination.
- Collaboration: To facilitate collaboration between individuals, artists, sponsors and spaces.

Members
Lisa Degliantoni, Co-Chair
Sergio de los Reyes, Co-Chair
Greg Allen
Helen Axelrood
Carole Bass
Anne Berkeley
Judith Cohen
Fran Joy
Gay Riseborough
Dino Robinson

Staff
Jennifer Lasik, Cultural Arts Coordinator

Meetings
The Arts Council met nine times in the 2014 calendar year. The Arts Council regularly takes off the months of August and December. The Council did not meet in June due to the lack of a quorum.
Accomplishments
In the past year, the Council has worked with City staff on the following items, some of which are still in process:

- Seventh Annual Leadership Award was presented to Koi Fine Asian Cuisine & Lounge at the Mayor’s State of the City Address.
- The first Bright Night for the Arts, where the Arts Council and the Mayor presented the Mayor’s Award for the Arts to two parties nominated by the public: Jack Weiss of Design Evanston and etc. Music School. The Arts Council aims to make this an annual event, culminating and celebrating the arts community’s accomplishments.
- Art After Hours was started as a way to keep the arts community and their connections in conversation throughout the year at quarterly evening social and networking gatherings.
- The Winter HeARTh Series was developed, allowing Evanston residents to participate in community-sourced public art installations in the winter months.
- Jennifer Lasik lobbied a group of consultants to revise the Cultural Fund Grant Program, including members of the Arts Council. Members of the Council and other volunteers are currently reviewing applications for the three grants from an application pool that tripled in size from previous years.
- The Arts Council adopted promotion of Open Studios Evanston, headed by current co-chair Lisa Degliantoni, as an annual or twice-annual event, featuring Evanston artists and visits to their studios across the city.
- The Public Art Committee, a subcommittee of the Arts Council, was dissolved due to waning membership. The remaining members and the Committee’s priorities were adopted as part of the Arts Council.
- Illinois Arts and Humanities Month (October) was celebrated throughout Evanston. The Evanston Arts Council produced a brochure promoting local arts events and performances and also sponsored the “Expressions from the Heart” exhibition of artwork by disabled artists at The Noyes Art Gallery.
- The Arts and Business Committee, a subcommittee of the Arts Council, was placed on hiatus to determine its best use and proper priorities. Backstage Evanston was removed from Arts Council’s responsibilities and will be managed by a third-party committee.
Board of Animal Control

Purpose
The Board shall review monthly reports from the Animal Organization and the Chief Animal Warden in order to set priorities and to give feedback to the Council related to issues regarding animal control and the City animal shelter. The board will also be responsible for coordinating fundraising efforts for the Animal Shelter Fund.

Members and Staff
The Animal Control Board of Evanston is currently comprised of six (6) members and is expected to meet quarterly to discuss matters related to animal care and control within the City of Evanston and at the Evanston Animal Shelter (EAS) facility.

Meredith Rives (Chair)
Jill Cabot (Vice Chair)
Diane Valleta
Ruth Ann Hladish
Jane Grover (Alderman)
Judy Fiske (Alderman)
Aretha Barnes (Deputy Chief EPD)
James Pickett (Commander EPD)

Meetings
17 meetings; 5 were canceled due to lack of agenda

Accomplishments
• The Board created both brief and expanded mission statements for the Evanston Animal Shelter.
• All Board members were given the BCC handouts and signed up for the City emails. Board members will be attending the upcoming BCC review in April 2015.
• The Board formulated the Request for Proposals in order to search for a new Volunteer Animal Organization (VAO) and presented the RFP to the City Council.
• The Board made presentations at the Human Services Committee.
• The Board reviewed the Evanston Police Department’s Animal Control Standard Operating Procedures in order to revise it.
• The Board began Evanston Animal Shelter (EAS) fundraising efforts by designing collection boxes and placing them in various locations throughout Evanston.
• The Board evaluated management software for potential use at the Evanston Animal Shelter.

The Board continues to meet regularly in 2015 and expects to accomplish the following by year’s end:

• Recommend a VAO to the Human Services Committee
• Review and update the City’s Animal Control Policy
• Revise the Board’s title and description
• Review current City animal ordinances and recommend revisions or additions as necessary
• Continue to oversee activities at the EAS
Citizens’ Police Advisory Committee

Purpose
To review all formal and informal complaints against police officers.

Members
No less than four (4) to not more than nine (9) residents of the community with one (1) person from each ward and no more than two (2) citizens coming from any one ward.

Meetings
The Office of Professional Standards meets with members of the Citizens' Police Advisory Committee (CPAC) once a month. The committee participated in 12 scheduled meetings.

Accomplishments
In 2014, a total of 37 cases were reviewed. After the review process/session, the results are forwarded to the Human Services Committee.

- Of the 37 cases that were reviewed, there were eight (8) instances where the members’ votes were not unanimous (21.62%).
- In the above mentioned instances, six of the eight were debates over the disposition of “unfounded” (allegations were false or no credible evidence to support the allegations) vs. “exonerated” (incident occurred but was lawful or proper)
- The remaining two instances were debates over the disposition “not sustained” (insufficient evidence to prove or disprove the allegations) vs. “exonerated.”
- When the members of the Committee did not agree on the final disposition, the members voiced their opinions and noted on their packet their desired disposition.
- There were no instances where the committee entered a decision of sustained vs. not sustained
Commission on Aging

Purpose
The Commission shall consist of fifteen (15) members appointed by the Mayor, with the advice and consent of the City Council. At least one-third (1/3) of the Commission on Aging shall be age sixty (60) years or over. Eligible members include residents of the City and non-residents of the City who are employed within the City limits, except members cannot be a paid staff member of any City agency or organization serving seniors.

Mission
The mission of the Commission on Aging is to promote the welfare and betterment of the seniors of the city. The Commission on Aging is necessary to achieve the following objectives:

(A) Insure that the aging population will continue to be regarded as productive, responsible, and contributing members of society;
(B) Advocate for the retention of all rights, privileges, and protections for seniors;
(C) Assist seniors in the maintenance of their dignity, self-respect, and independence;
(D) Educate the community and enlist support and participation of all citizens about those needs;
(E) Provide the opportunity for seniors to express their desires and advance their causes; and
(F) Provide a voice to speak for that portion of the aging population unable to advocate on their own behalf and provide an organizational structure which can accomplish such ends.

Members
Jane Wickenkamp, Chair** .................................. Mary Signatur, Vice Chair**
Susan Canter, LTCC Chair** (AF)*** ...................... Rita Sheinin**
Wayne Heimbach** (AF) ..................................... Barbara Roberts
Beverly Shearer** ........................................... Bonnie Lockhart
William Green .................................................. Catherine O’Brien**
David Sutor ...................................................... Susan Morse

Staff
Audrey L. Thompson

**denotes LTCC Members
***Volunteer Ombudsmen
(AF) denotes Age Friendly Evanston Task Force Committee Member
LTCC – Long Term Care Committee

2015 Planned Meetings
All meetings will be held in the Levy Center Library unless otherwise noted.

January 8, 2015 ............................................. February 5, 2014
March 5, 2015 .................................................. April 2, 2015
May 7, 2015 ...................................................... June 4, 2015
July 9, 2015 ...................................................... No meeting in August
September 3, 2015 .......................................... October 1, 2015
November 5, 2015 .......................................... December 3, 2015
Goals
1. Increase overall awareness of Commission on Aging activities, services, and programs
   Objectives:
   1) To conduct eight Commission on Aging (COA) meetings in the community (i.e., Evanston Public
      Library, senior communities, long term care communities, public venues, churches, synagogues
      and other religious institutions, etc.)
   2) To keep informed on senior provider agencies by having eight agencies present resource
      information at eight COA meetings;
   3) To participate in two outreach activities to increase awareness of COA;
   4) To keep informed on issues that arise that require COA advocacy by attending at least two
      advocacy events annually.

2. Conduct Community Educational Events
   Objectives:
   1) To complete two major community wide educational events
   2) To sponsor at least eight educational events in senior housing communities and other public
      venues

3. Conduct site visits to Evanston long term care communities
   Objective:
   To conduct site visits to eight of the long term care communities in Evanston

4. Continue support of Ombudsman Program by building overall Volunteer Ombudsman Program
   Objectives:
   1) To recruit and train three additional volunteer ombudsmen;
   2) To ensure that one volunteer ombudsman is assigned to each Evanston long term care
      community

Accomplishments
Educational Events
Senior Services Programs ........................................... King Home .................................................. January 8, 2014
Money Smarts: Be A Know It All .................................. Levy Center .................................................. April 3, 2014
Fair Housing;
Viki Rivkin of Open Communities ................................ Primm Towers .............................................. April 15, 2014
Jacob Blake Manor ................................................. May 27, 2014
Medication Safety Presentation,
Screenings and Health Fair ....................................... Perlman Apartments ........................................ July 24, 2014
Medication Safety Presentation,
Screenings and Health Fair ....................................... Walchirk Apartments ...................................... July 24, 2014
Quality Medical Care: How to Get It
(Geriatrician, Victoria Braund, MD and
Elder Care Attorney, Eric Parker) .............................. Levy Center ................................................. September 18, 2014
Tips Every Consumer Should Know .............................. Perlman Apartments ...................................... November 24, 2014
Rotation of Commission on Aging Meetings
Ebenezer Primm Towers (1001 Emerson) ............................................................ April 3, 2014
Evanston Public Library (1703 Orrington) ......................................................... September 4, 2014
The Merion (1611 Chicago Ave) ........................................................................ November 6, 2014

Senior Provider Presentations
Steve O’Sullivan, License & Measures Inspector, City of Evanston ................. April 3, 2014
Jeff Prussack and classmates, Kellogg students at Northwestern University May 1, 2014
Center for Disability and Elder Law ................................................................. September 4, 2014
Caroline Edasis, Mather Pavilion Art Therapist, “Aging Well Through Art Therapy” November 6, 2014

Long Term Care Facility Site Visits
The Mather ......................................................................................................... March 27, 2014
King Home ...................................................................................................... May 29, 2014
Three Crowns Park .......................................................................................... July 24, 2014
The Merion ....................................................................................................... October 23, 2014

Volunteer Ombudsman Recruitment and Training—seven volunteers currently Level I Ombudsman Training January 21, 2014
and February 11, 2014
### Environment Board

<table>
<thead>
<tr>
<th>Member</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Todd Schwier (Chair)</td>
<td>4/4/2017</td>
</tr>
<tr>
<td>Hugh Bartling</td>
<td>5/27/2018</td>
</tr>
<tr>
<td>Ellen King</td>
<td>10/11/2014</td>
</tr>
<tr>
<td>Linda Young</td>
<td>2/24/2018</td>
</tr>
<tr>
<td>Tom Clark</td>
<td>11/26/16</td>
</tr>
<tr>
<td>Samuel Headd</td>
<td>4/4/17</td>
</tr>
<tr>
<td>Kevin Glynn (Co-Chair)</td>
<td>3/24/2018</td>
</tr>
<tr>
<td>Marcus Banks</td>
<td>11/17/2018</td>
</tr>
</tbody>
</table>

### Meeting Place
Lorraine H. Morton Civic Center, 2100 Ridge Ave., Room 2200

### Accomplishments
The Evanston Environment Board has helped in modifying, creating, and supporting several environmental initiatives including:

- Supporting a Fresher Walgreens for Green Bay Road.
- Creating a Coal Tar Ban Memo highlighting the dangers of coal tar use on driveways and properties.
- The creation of a subcommittee to address environmental justice issues such as the Veolia Transfer station.
- The drafting of a letter of support to stop nuclear waste around the Great Lakes.
- Aiding in creating better biking practices and ordinances around Evanston and supporting initiatives such as the Divvy program.
- Supporting the creation of safe and accessible bike parking in Evanston for both residential and commercial spaces.
- Supporting the City's plastic ban bag.
- Supporting infrastructure initiatives such as the City's use of permeable concrete and Multi-Family Recycling Pilot program.

### Goals
In 2015, the Environment Board plans to continue supporting all initiatives that aid and sustain healthy environmental practices. The Board also will expand the Environmental Justice subcommittee to include many pressing issues facing lower income residents, as well as give a greater perspective on how the environment and justice can both reinforce and support the other. The Board will work diligently with many City departments to continue addressing biking, waste, and other issues. The Board will also seek to expand membership and participation through collaborative efforts of existing members and reaching out to organizations around Evanston.

### Meetings Planned For 2015

- January 8* (No Quorum)
- February 12
- March 12
- April 9
- May 14
- June 11
- July 9
- August 13
- September 10
- October 8
- November 12
- December 10
Human Relations Commission

Purpose
The purpose of the Human Relations Commission shall be to foster, encourage and stimulate the improvement of human relations among and between citizens of all races, colors, creeds, national origins, sexes, ages, familial status, marital status, religions, physical/mental disabilities, “sexual orientation” (as defined in Section 5-5-6 of this Code), and economic and educational levels, so as to provide all individuals with an equal opportunity to grow, participate, and share to the best of their ability in our economic, educational, political, social, and judicial systems.

Members and Staff
Tonya Patterson (Chair)
Stephanie Murray (Vice Chair)
Sharon Bowie
Kenneth Rodgers
Leslie Lane-Palmer
Christopher Garcia
Isidro Lucas

Meetings
7 meetings, 1 canceled (lack of quorum)

Accomplishments
• In June 2014, the Commission held a safe summer youth event to update residents on the efforts of the City and partnering organizations to keep Evanston youth safe
• The Commission sought public input via a survey to assess the level of diversity and inclusion in Evanston
• The Commission established the framework for an essay contest and scholarship program to highlight diversity and inclusion in Evanston
• The Commission started the process of developing the framework for a Human Relations Community award.
**Ladd Arboretum Committee**

**Purpose**
The purpose of the Ladd Arboretum Committee is to advise and consult with the City Council and the Director of Parks, Recreation and Community Services on the development and maintenance of the Ladd Arboretum, on plans for new sections and features of the Arboretum, and on programs for the Ecology Center; to raise funds and seek gifts for the development and maintenance of the Ladd Arboretum and the Ecology Center, and to seek sponsors for the remaining sections of the Arboretum and portions of the Ecology Center to be developed; to approve disbursements of monies raised by the Committee for the Ladd Arboretum; to publicize the Ladd Arboretum and the Ecology Center and their attractions and to promote use by adults, school children and community groups; to take other appropriate actions relating to the development, maintenance, promotion, and use of the Ecology Center and the Ladd Arboretum; and to coordinate with the Lighthouse Park District those development and program services that are provided jointly.

**Members**
Tom Klitzkie  
Barbara DeCoste, Vice Chair  
Louise Taylor  
Pamela Johnson  
Wendy Pollock  
Charles Smith, Chair  
Antonia Stoimenova

**Staff**
Paul D'Agostino, Assistant Director of Public Works, Parks/Forestry  
Donna Luteri, Special Projects Assistant, Public Works

**Meetings**
The Ladd Arboretum Committee met six times during 2014. In order to better accomplish its purposes, in November 2014 the Committee voted to begin meeting every month rather than every other month. Beginning in January 2015, the Committee meets on the third Wednesday of every month at the Ecology Center.

**Accomplishments**
1. Developed a set of procedures to be followed by those submitting proposals for improvements, changes, or renovations to the Arboretum.  
2. Oversaw improvements and repairs to the Aspregren Gazebo, including the removal of the bees and the installation of small trees and plants at that site.  
3. Consulted with City staff and made recommendations on proposals for the paving of the Arboretum path.  
4. Consulted with City staff and made recommendations for a proposed addition to the Ecology Center.  
5. Prepared a list of all marked, dedicated trees in the Arboretum, including GPS coordinates.  
6. In cooperation with Burt’s Bees, created pollinator gardens within the Arboretum.
The Board of Trustees of the Evanston Public Library is the governing body of the Library and has all of the powers of a board of public library trustees granted under 75 ILCS (Illinois Compiled Statutes) 5/4-1 et seq. Comprised of nine Evanston residents appointed by the Mayor, and approved by the City Council, the Library Board is vested with the legal and financial responsibility for the operations of the Library. Subject to existing statutes, the powers of the Board include but are not limited to: 1) determining rules and regulations governing library services; 2) exercising exclusive control of all expenditures of money credited to the library fund, and any grant, gift or endowment funds provided for library purposes; 3) determining the property tax levy required to support the Library within the law; and 4) hiring, evaluating and, if necessary, dismissing the Library Director.

The Evanston Public Library aims to be the heart of the community by promoting the development of independent, self-confident, and literate citizens through open access to cultural, intellectual, technological, and informational resources.

The Evanston Public Library Board of Trustees
Diane Allen (Treasurer)
Tori Foreman
Shawn Iles
Margaret Lurie (Secretary)
Vaishali Patel
Benjamin Schapiro
Leora Siegel
Sandra Smith (Vice-President)
Michael Tannen (President)

Karen Danczak Lyons (Library Director)

Number of scheduled meetings: 16
Number of cancelled meetings: 0

2014: A Year of Powerful Connections
Together we make a smarter, empowered community.

African American History Month? Not Enough.
Our “11 Months of African American History” brought more than 900 attendees to: 10 August Wilson plays, 3 lectures from Northwestern’s Humanities faculty, an exploration of North Shore African American history, and a standing-room only discussion of Mary Barr’s book on Evanston’s history of segregation.

Young Minds Tackle New Technology.
The popularity of our Saturday FUSE program has exploded! Teens take on fun and engaging challenges in robotics, electronics, graphic design, and 3D printing. Makers unite! Today’s experiments become tomorrow’s new reality!

We Can End Youth Violence.
Innovative summer programs worked toward change. Using the book “How Long Will I Cry?,” we delved into youth experience with violence. More than 300 free copies were picked up around the city in advance of solution-focused intimate discussion groups in sites around Evanston, readings, teen theater performance and a talk from Cure Violence.
Reducing Stereotype Threat.
“Navigating Real Life Diversity with our Kids” and “Whistling Vivaldi: Identity as a Bridge Between Us” packed the house to explore cultural gaps that divide us. Community leaders facilitated difficult conversations on stereotypes. Together we're learning skills to confront our biases head-on and move toward real progress.

Where Learners Grow Together
We visit at-risk preschoolers in their classrooms with activities that build key early literacy skills. Parents receive advice on connecting with their kids through reading, talking, and play. That’s Literacy Education at Play (LEAP).

Two wins in one: teenagers get summer library jobs and young children get summer reading mentors. That’s ABC Boosters.

Adults gather together to read challenging literary works at locations throughout Evanston: That’s Mission: Impossible. More than 8,000 adults throughout the year came to lectures, book groups, documentary screenings and discussions, author events and more: That’s Free Community Education.

Our Outreach Librarians connect with Districts 65 and 202 school librarians for Book Talks and Library Tours. Plus our new Teacher Check Out program helps students get essential resources they need to do their work: That’s Effective Public and School Library Collaboration.

It can be impossible for small, local home daycare providers to bring their little ones to the library, so we make monthly deliveries of high-quality books: That’s the Home Day Care Book Bag Program.

Thousands of children and teens made the library a stop this summer, keeping literacy skills strong, creating and making. In a 2014 pilot, our librarians met kids out in City camps to spread the program beyond our walls. Adults came to read, make art, and enjoy music. That’s the Summer Reading Program.

250 entrepreneurs gathered to teach and learn from each other on topics from “How to be Self-Employed” to “Entrepreneurial Law” to “Brand Development and Design.” That’s Next Chapter.

Where Essential Services Make Lives Easier
The library is free and open to all, making it a welcoming space for the homeless and those with mental illness. In 2014, we established a network of support for our vulnerable residents, establishing weekly hours for social work interns in the library.

Twenty local service providers gathered for our first Special Needs Resource Fair. This networking event connected parents and professionals for an exploration of local resources and needs.

Understanding the Affordable Care Act is a challenge that we took on full-force with certified ACA Navigators at the Library seven days a week to answer perplexing questions and get people signed up for health-care.

The Library is now a tax site where income eligible individuals can get their taxes prepared and filed for free. In 2014, 373 households took advantage of this service and received refunds totaling $521,314.
The Book Bike rolled out to street festivals, parks, free lunch sites, the lakefront, and the West End Market. We bring library cards and books wherever you are.

The Library IS Community. Deepest thanks to our vast network of partners, including:

- Andy’s Frozen Custard
- The Book Stall
- Bookends and Beginnings
- Becky & Me
- Campus Kitchens
- Celtic Knot
- Center for Economic Progress
- Centro Romero
- Chicago South Asian Film Festival
- Child Care Center of Evanston
- Cognizant
- Comix Revolution
- Connections
- Council for Jewish Elderly
- Dajae Coleman Foundation
- Daughters of the American Revolution
- Downtown Evanston
- Erie Health
- Evanston Art Center
- Evanston Bicycle Club
- Evanston Community Foundation
- Evanston/NorthshoreYWCA
- Evanston/Skokie PTA Council
- Evanston Township High School
- Evanston Vet Center
- Family Action Network
- Family Focus
- Fleetwood-Jourdain
- Foundation 65
- Greater Chicago Food Depository
- Harris Bank
- Edward Jones
- Cole Taylor Bank
- Have Dreams
- Meals at Home
- Muse of Fire
- Music Institute of Chicago
- National Able
- Neighbors for Peace
- Northwestern University
- Infant Welfare Society of Evanston
- Interfaith Action
- Lyric Opera Corps
- Peer Services
- Percolator Films
- Reba Early Learning Center
- Ridgeville Park District
- SCORE
- 2nd Baptist Church
- Shorefront Legacy Center
- Silk Road Rising
- Sigma Alpha Iota International Music Fraternity
- St. Nick’s Church
- Untold Stories Project
- Whole Foods
- Youth Job Center
- Y.O.U.
- YMCA

Thank you to the many authors and writers who visited and shared their unique viewpoints, including:
- Ali Abunimah
- Joelle Charbonneau
- Deborah Cohen
- Huey Copeland
- Anna Dewdney
- Candace Fleming
- Laurence Gonzales
- Darlene Clark Hine
- Richard Peck
- Nina Sankovitch
- Kevin Stein
- and Tamara Ireland Stone
Testimonials

“The YWCA Evanston/Northshore is grateful than we can rely on the Evanston Public Library for programming that moves the entire community to a deeper understanding of each other.”

Eileen Hogan Heineman, Director Racial Justice Programs, YWCA Evanston/North Shore

Additional Services & Accomplishments of the Board

Cradle to Career partnership
Donor and Volunteer Recognition Event
Revisions of Services and Facilities Policies
Approval of Matching Funds for Live & Learn Accessibility Grant
Approval of Renovation of North Branch Restrooms
Appointment of Board Liaisons to District 65, District 202 and Oakton Community College
Approval of Library Capital Plan
Approval of Tuition Reimbursement Policy for Staff Attending Library School
Update Library Vision and Mission Statements
Approval of Purchase of Development Database
Board Development – presentation on Library Law
Approval of Lease with Lush Wine & Spirits for 2022 Central Street
Truth in Taxation hearing for FY2015 Levy
Approval of the FY2015 Library Budget and Tax Levy
Lighthouse Landing Committee

Purpose
To share information and facilitate cooperation and coordination among all the groups which have activities and responsibilities in the area around the Lighthouse.

Members
Committee Chair: Alderman Jane Grover
Larry Boswell ............................................ Evanston Art Center
Nora Diedrich ........................................ Evanston Art Center
Donald Terras ........................................... Lighthouse Park District
Pam Elesh ................................................ Evanston Art Center Board
Maureen Conway ..................................... Garden Club of Evanston
Erica Granchalek .................................... Garden Club of Evanston
Ann McMahon ......................................... Neighborhood Representative
Karen Hawk ............................................ City of Evanston—Ecology Center
Paul D’Agostino ........................................ City of Evanston—Parks/Forestry (Staff representative)

Meetings
The Committee met three times in 2014 on March 5, June 4, and September 17.

Major Issues
The most discussed issue at all three meetings was the impending re-use of the Harley Clark Mansion, along with the Art Center’s plans to relocate. Much of the ongoing discussions centered on the potential of future access to both the site’s open spaces and the potential for public uses of the mansion should the sale of the building to the Illinois Department of Natural Resources work out.

Committee members typically discuss upcoming events at the site, planned construction or major maintenance projects, and any problems or issues that may arise. Members also coordinate their efforts to keep the entire site an attractive and educational destination for Evanston residents and visitors.
Mental Health Board

Purpose
The Board's mission is to ensure the existence of the best possible environment for the promotion of mental health and other human services in Evanston.

The Board
• Oversees programs serving people with, or at risk of having, mental and emotional disorders or problems, developmental disabilities, and substance abuse problems.
• Is responsible for establishing, funding, evaluating, and assessing effective mental health and other human service programs for Evanston residents. These programs must be accessible and responsive to community needs and shall be available to all Evanston residents regardless of ability to pay.
• Shall promote community mental health and other human service system improvement, support and defend those residents with special needs, and educate the community about important mental health and other human service issues.

Members
Allison Stark-Chair (thru June 2014)
Sandi Johnson (vice chair thru June 2014 and then chair)
Karin Reutzel (vice chair July 2014 on)
Joan Taylor
Darlene Eady-Morris
John Barfield
Jessica Wernick
Azhar Harris
Melanie Race (resigned September 2014)

Staff
Evonda Thomas-Smith
Milcah Baraona

Meetings
The Mental Health Board held eleven meetings in 2014 which included two funding hearings. The board canceled their August and December meetings, as there was no business to discuss.

Accomplishments
Throughout the year, Board members provided liaison reports at meetings. Agency representatives attended our meetings and provided citizen comment. This past year has been an especially challenging one for the Board as there has been a move to change the funding process, which means consolidating applications and jointly agreeing on City funding priorities. The Board is moving forward into unknown territory with a new application and changing timelines.

The Board revised the funding application and scoring tool. The Board voted to provide funding applications to two additional agencies, Meals at Home and Curt's Café. Curt's Café did not submit an application.

During the July meeting, Board members voted to recommend funding for 21 programs administered by 15 agencies for the 2015 calendar year. The agencies recommended include: Childcare Network, Childcare Center of Evanston, Connections for the Homeless, Family Focus, Housing Options, Infant Welfare Society, Legal Assistance Foundation, Metropolitan Family Services, Moran Center, Northwest CASA, North Shore Senior Center, PEER Services, SHORE, Youth Organization Umbrella (YOU), and Meals at Home.

Subsequently, the Mental Health Board's funding recommendations were sent to the Human Services Committee totaling $752,606. Please refer to the minutes of the July 10 meeting for specific agency allocations.
Board members voted to affirm three funding priorities for the 2016 year at the September meeting. The priorities are:

**Priority #1:** Programs and services to address and reduce youth violence

**Priority #2:** Programs and services to address mental health needs and substance abuse including preventive services

**Priority #3:** Programs and services which will enable adults with challenges to meet basic human needs including food, shelter, and access to health care

Board members participated in the fall Human Services Summit which included City Council members, CDBG committee members, agency representatives and City staff.

Submitted by Sandi Johnson
Parks and Recreation Board

Purpose
The Parks and Recreation Board is a 9-member board with no vacancies at this time. The Board functions are to provide for, maintain, supervise and direct all playground and recreation activities for the City of Evanston.

Mission
To advise for the planning, design and maintenance of all playgrounds, parks, recreational facilities and open spaces owned and/or leased by the City of Evanston, as well as to advise for the development, supervision, and operation of all recreational programs and activities operated by the City of Evanston and/or authorized affiliates.

Members
Daniel Stein, President
Randall Mayne, Vice President
Jeffery Brown
John Bryan
David Campbell
Marcus Casady
Amina DiMarco
Hector Garcia
William Logan

Staff
Joe McRae, Deputy City Manager/Director of Parks, Recreation & Community Services Department

Meetings
The Parks and Recreation Board meets on the third Thursday of each month, except for August. In 2014, the Board met eight times and hosted one park/facility tour in August. Two meetings were cancelled for lack of quorum and one for lack of agenda items.

Accomplishments
In the past year, the Board has worked with City staff on the following items, some of which are still in process:

- Robert Crown Center redevelopment project
- Adopt a Park program scheduled to kick off in April
- Possible expansion of the City Code on prohibition of smoking to include all Evanston parks
- 311 signage for parks and park restrooms with hours of operation for restrooms / contact 311 with concerns
- Recommended continuing outdoor skating at the lakefront and Baker Park and moving the outdoor skating from Ackerman Park to the Southwest corner of Bent Park and getting community support to help maintain the rinks
- A board member served on a committee with members of the Ridgeville Park District staff and citizens of Evanston, to explore the possibility of developing a skate park in Evanston.
- Discussed and approved the revised registration procedures for the Dempster Street Boat racks.
- Reviewed the Beach Access program and requested that 300 additional season beach tokens be made available for qualified residents
Reports to Planning and Development:

Citizens’ Advisory Committee on Public Place Names

Purpose
The Citizens’ Advisory Committee on Public Place Names consists of 5 members and has no vacancies at this time. The Committee was created with the intention to serve as a forum for taking into consideration the needs of the community and the historical background involved in naming public places. However, the power to actually name public places rests with the City Council, with the Committee making recommendations in its advisory capacity. The Committee also administers the Honorary Street Name Sign program, which was established to allow citizens the opportunity to honor people who have made significant contributions to the City.

Members
Seth Freeman
Kris Hartzell
Stephanie Murray
Daniel Stein
Eden Pearlman

Staff
Joe McRae, Deputy City Manager/Director of Parks, Recreation & Community Services Department

Meetings
The committee meets in February, May and November (as needed) to review and consider requests. Two meetings were scheduled in 2014 to review and consider Honorary Street Name Sign applications.

Accomplishments
The committee reviewed and recommended City Council approval of two Honorary Street Name Signs: Hecky Powel Way and Shakespeare Founders Way.
Homelessness and Housing Commission

Purpose
To provide for the planning, expansion, maintenance, conservation, and rehabilitation of Evanston’s housing stock and to be responsive to needs for change in housing-related matters to the end of maintaining a diverse residential environment and to conserve property values within the community and to combat homelessness.

Members and Staff: Term Expiration
Ald. Mark Tendam April 2017
Kevin Kane, Chair
Sue Calder, Vice Chair June 2015
Rick Morgan October 2016
Noelle Gilbreath July 2017
Sidney Caselberry June 2015
Ellen Cushing February 2017
Sandra Hill June 2015
Geri Palmer October 2016
Heather Harker October 2016
Moika Long July 2017

Meetings
The Housing and Homelessness Commission is scheduled to meet once monthly on the fourth Friday of the month. The group met nine times during January, March, April, May, June, July, September, October, and November. Meetings were not held if a quorum was not present or there was a lack of agenda items.

Accomplishments
• Recommended and approved modifications (proposed by Commissioners Calder and Kane) to Inclusionary Housing Ordinance
• Move-in kits for HOME Tenant Based Rental Assistance (TBRA) households (created by Commissioner Morgan) were delivered
• Approved $18,500 to Alliance to End Homelessness application for HMIS database
• Working group meetings facilitated with African American Ministerial Alliance to discuss options related to emergency shelter initiatives for evenings of extreme cold
• Approved Housing Opportunity Development Corporation application for $25,000 towards 319 Dempster security cameras
• Approved Community Partners for Affordable Housing application for $300,000 to rehab 1620 Washington
• Approved $150,000 HOME loan to Housing Authority of Cook County request to rehab the nearly 200 units at the Pearlman and the Walchick
• Re-oriented Commission efforts associated with the following working groups: Analyze Gaps and Resources; Education and Outreach; Community Collaborations; Analyze Revenues
• Completed Affordable Housing tour (coordinated by Commissioner Cushing)
• Approved $35,000 renewal grant to Open Communities so Evanston Landlord Tenant Program could continue
Plan Commission

Purpose
To conduct public hearings for Planned Developments, Zoning Ordinance Map and Text Amendments and Unique Use applications; formulate basic policies for a Comprehensive Plan; initiate studies concerning present and future development and redevelopment of the City; and prepare recommendations for the annual revision of the Capital Improvement Program relative to the implementation of the Comprehensive Plan. (City Code 2-7-5-3)

Regular Members
Scott Peters (Chair), Richard Shure (Vice-Chair), Lenny Asaro, Terri Dubin, Jim Ford, Carol Goddard, Colby Lewis, Andrew Pigozzi, Kwesi Steele.

Associate (non-voting) Members
Seth Freeman, David Galloway, Stuart Opdycke.

Staff
Damir Latinovic, Neighborhood and Land Use Planner; Lorrie Pearson, Planning and Zoning Administrator; Mario Treto, Assistant City Attorney.

Letter From the Chair
This note is written in my capacity as Chairman of the Evanston Plan Commission during 2014 and as a member whose second term will end next month. During the six years I have served on the commission, I have always been impressed by the staff. I particularly commend current staff members, Lorrie Pearson, Damir Latinovic, and Melissa Klotz, who have always done fine work under the direction of Mark Muenzer. Also, Michelle Masoncup and Mario Treto of the legal department. As an attorney and urban planner, I have opportunities to interact with staff in other local governments and the people I have worked with in Evanston are really excellent. I also commend my fellow commissioners whose comments and discussion about the issues have proven educational and wise.

In the last year, the Plan Commission work has been more extensive than appears in this short letter. But Commissioners have been willing to come to early morning meetings and additional night meetings and I believe the Commission's work has been done with reasonable speed and the quality of the decision making has been good.

The Commission gets direction from the Council's actions on legislation relating to land use and, on occasion through the comments of Council members who have provided comments at Plan Commission meetings. Of course, this is useful. However in my opinion, Commission would benefit from additional direction from the Council regarding the downtown area. This is because the Council adopted a new downtown plan but the Amendments to the Zoning Ordinance that would have implemented the plan were never adopted.

By this letter, I thank the Mayor and Council for the opportunities I have had serving on and chairing the Evanston Plan Commission.
Meetings
Second Wednesday of each month, plus special meetings on a per need basis: 01/08/14, 02/12/14, 02/26/14, 03/12/14, 04/09/14, 05/14/14, 06/11/14, 07/09/14 (cancelled due to lack of agenda items), 07/23/14, 08/13/14, 09/10/14, 10/08/14, 11/05/14, 11/12/14, 12/10/14 and 12/17/14

Major Cases
- 1515 Chicago Avenue Hyatt House Hotel - Planned Development
- 835-849 Chicago Ave Planned Development
- 2454 Oakton St. - Evanston Sports Dome - Planned Development
- 1571 Maple Ave. - Planned Development
- Main St. Station TOD Study
- 12 Zoning Ordinance Text or Map Amend

Plan Commission Committees
I. Zoning Committee: reviews Zoning Ordinance Text and Map Amendment applications on a per need basis. The Zoning Committee provides a recommendation to the Plan Commission.
   Members: Richard Shure (Chair), Terri Dubin, Jim Ford, Carol Goddard, Colby Lewis and Scott Peters
   Meetings: Third Wednesday of each month on a per need basis: 02/19/14, 05/21/14 and 10/15/14

II. Comprehensive Plan Committee: reviews updates to the Comprehensive General Plan for the City of Evanston on a per need basis. The Comprehensive Plan Committee provides a recommendation to the Plan Commission.
   Members: Scott Peters (Chair), Lenny Asaro, Terri Dubin, Seth Freeman, Jim Ford and Richard Shure
   Meetings: Second Wednesday of each month on a per need basis: 01/15/14, 02/11/14 and 05/13/14

   Members: Scott Peters (Chair), Lenny Asaro, Jim Ford and Colby Lewis.
   Meetings: 7:30 AM Fridays on a per need basis: 10/31/14
Preservation Commission

Purpose
The Evanston Preservation Commission is responsible for carrying out and implementing the goals and processes within Evanston’s Historic Preservation Ordinance, by encouraging and promoting the economic and general welfare of the City and its citizens through educational programs for the public on the benefits of historic preservation; and by protecting the architectural, historical and cultural resources of the City of Evanston.

Mission
Promote the educational, cultural, economic and general welfare of the City by:

(A) Identifying, preserving, protecting, enhancing and encouraging the continued utilization and the rehabilitation of such areas, properties, structures, sites and objects having a special historical, community, architectural or aesthetic interest or value to the City and its citizens, as described in 65 ILCS 5/11-48.2-1.

(B) Safeguarding the City’s historic and cultural heritage, as embodied and reflected in such areas, properties, structures, sites and objects determined eligible for designation by ordinance as landmarks and historic districts;

(C) Fostering civic pride in the beauty and noble accomplishments of the past as represented in such landmarks and districts;

(D) Protecting and enhancing the attractiveness of the City to homeowners, home buyers, tourists, visitors, businesses and shoppers, and thereby supporting and promoting business, commerce, industry and tourism, and providing economic benefit to the City;

(E) Fostering and encouraging preservation, restoration, and rehabilitation of areas, properties, structures, sites, and objects, including entire districts and neighborhoods, and thereby preventing future urban blight and urban deterioration;

(F) Fostering the education, pleasure, and welfare of the people of Evanston through the designation of landmarks and districts;

(G) Encouraging orderly and efficient development that recognizes the special value to the City of the protection of areas, properties, structures, sites, and objects as landmarks and districts;

(H) Continuing the preparation of surveys and studies of Evanston’s historical and architectural resources and maintaining and updating a register of areas, properties, structures, sites, and objects that may be worthy of landmark designation; and

(I) Encouraging public participation in identifying and preserving historical and architectural resources through public hearings on proposed designations, work applications, and economic hardship and special merit applications.

Members
Diane Williams, Chair 5/13/2016
Jack Weiss, Vice Chair 10/14/2016
Karl Vogel, Secretary 11/11/2016
Elliott Dudnik 12/8/2017
Julie Hacker 11/17/2017
Sally Riessen Hunt 11/11/2016
Amy Riseborough 10/14/2016
Tim Schmitt 11/17/2017
Garry Shumaker 3/26/2015*
Scott Utter 4/10/2015*

* Second Term

Associate Members
Mary Bruglier
Anne O. Earle
Emily Guthrie
Kris Hartzell
Dian Keehan
Anne McGuire
Mary McWilliams

Staff
Carlos D. Ruiz, Preservation Coordinator
Letter From The Chair

Dear Mayor Tisdahl:

Attached is the Annual Report for Evanston's Preservation Commission. The Commission’s 2014 work included the following notable accomplishments:

• Receiving a $37,240 Certified Local Government, or CLG, grant from the Illinois Historic Preservation Agency to conduct an inventory of Evanston’s designated landmarks not located within any existing local district and record landmark designation on the real estate title. The contract for this work was approved by the City Council on February 9, 2015. The project will start this spring.

• Organizing successful Preservation Month activities in May 2014. These activities included:
  — A May 31 roundtable on the links between historic preservation and sustainability.
  — The May 27 Preservation and Design Awards, recognizing eight (8) of Evanston’s recent and best historic preservation projects. The Commission hosted a reception for the recipients following the Awards ceremony.
  — One of these May 27 awards was a Lifetime Achievement Award to Evanston’s Donald Terras.

• Implementing process changes to ensure greater efficiencies for staff and the Commission as we conduct our reviews.
  — The electronic submission of applications for Certificates of Appropriateness.
  — An improved process for administrative review, enabling staff to approve projects incorporating the Commission's suggestions for improvements to their applications and for certain applications clearly meeting Ordinance standards.

Most gratifying from the Commission's perspective (and not often publicized) have been the many compliments from returning applicants who valued and incorporated Commission suggestions. These applicants truly believed that our assistance made their preservation projects better. This also reflects the Commission's view that our work and preservation expertise represents an important resource for Evanston’s owners of landmark properties.

For 2015, the Commission plans to complete the inventory and recording project noted above. Activities for the upcoming year are focused on expanding partnerships with other Evanston constituencies. We are in the process of organizing our May Preservation Month activities. Staff and Commissioners plan to increase the Commission's overall engagement with the Chicago Suburban Preservation Alliance, our Commission peers from the Chicago area. The Commission will also host the September 2015 meeting of the Illinois Association of Historic Preservation Commissions here in Evanston.

Overall, 2014 was an important year for the Commission. We’re now looking forward to an equally successful 2015. As a final note, the Commission would like to thank and recognize our outgoing Chair, Garry Shumaker, for his many contributions to the Commission's work and success over the last five years.

Sincerely,

Diane C. Williams
Garry Shumaker
Current Chair
Outgoing Chair
Meetings Planned
The Preservation Commission conducted all 12 meetings as planned. The monthly meeting is on the third Tuesday of the month, unless re-scheduled:

January 28, 2014
February 18, 2014
March 18, 2014
April 15, 2014
May 20, 2014
June 17, 2014
*July 22, 2014
*August 26, 2014
September 16, 2014
October 21, 2014
November 18, 2014
December 16, 2014. (*The July and August meetings were re-scheduled in advance.

Accomplishments
A) Major Projects
In 2014, the Preservation Commission reviewed and approved Certificates of Appropriateness for the following projects:

728, 730 and 732 Lincoln Street; 2360 and 2370 Orrington Avenue; and 707 and 711 Colfax Street.

North Shore Builders, developer. Seven single family homes for the Kendall Place development (former Kendall College site). The projects include the construction of single family homes with attached or detached garage/coach house and perimeter fence.

1880 Campus Drive—Kresge Centennial Hall (within Landmark Lot of Record)—Northwestern University, owner. This project includes the expansion and reconstruction (5 stories) of the east wing, repair of existing exterior walls, and removal of existing windows, new windows, and new building entry and lobby on west elevation.

B) Issues
Solar Panels:
The Preservation Commission supports projects that include sustainable materials, such as installations of equipment such as solar panels as means to reduce climate change. Beginning in 2013 and into 2014, a number of applications for solar panels for thermal or electric systems have been submitted for installation on landmarks and buildings within historic districts. Depending on the location, visibility and installation methods, some of these applications could represent a challenge to the Preservation Ordinance standards for review. City staff has provided contractors with information from the National Trust for Historic Preservation and the National Park Service on the appropriate locations of solar panels when installed on landmarks and buildings in historic districts.

C) Programs
A Certified Local Government (CLG) Grant for $37,240 was applied for and received from the Illinois Historic Preservation Agency. This grant will inventory 477 Evanston landmarks not located in existing historic districts and record landmark status for these 477 properties with Cook County Recorder of Deeds. This grant requires a 30% City match. The City's match component of the project budget includes $11,970 in-kind (i.e. City staff time and the contribution of qualified volunteers) plus $3,990 in cash. These surveying and recording activities will be completed in 2015.
D) Special Events
   
   May 27, 2014
   Preservation & Design Awards Program. Eight recent projects received a Design & Preservation Award and Don Terras, the Grosse Point Light House Keeper, received a Life Achievement Award. A reception, hosted by the Commission, was held following the presentation of the Awards and recognized these honorees for their important preservation projects.

   May 31, 2014
   Preservation and Sustainability Roundtable. This educational session was structured as a community discussion on the interrelationship of preservation and sustainability and how both benefit from each other. Attendance was close to 80 people.

E) Ongoing Partnerships
   Over the years, the Preservation Commission has partnered with the Evanston History Center (EHC) and the Preservation League of Evanston (PLE). Both organizations will participate providing valuable services to the Preservation Commission with the inventory and recording of 477 Evanston landmarks.

F) Projects Reviewed
   In 2014, the Preservation Commission and staff reviewed 317 applications for Certificates of Appropriateness. Projects ranged from fences, roofs, new garages, and minor and major additions, to construction of new single-family homes and improvement projects at Northwestern University.
Sign Review and Appeals Board

Purpose
The Board shall be composed of five (5) members appointed by the Mayor with the consent of the City Council. Two (2) members of the Board shall be experienced or actually engaged in graphic design arts. One member shall be engaged in the field of advertising and two (2) additional members shall be principals engaged in business in Evanston, which are not involved in graphic or design arts or advertising. In making appointments to the Board, the Mayor shall seek to appoint as members persons possessing qualities of impartially and broad judgment, who are recognized as experienced in matters of aesthetic judgment and perception by virtue of training, education and experience (such as architects, landscape architects, land planners, sign contractors, graphic designers or persons specifically qualified by reason of education, training or experience in the area of graphic or allied arts), and persons with training or experience in marketing and advertising.

Members
Marnie Kadish, Chairperson
Susan Felts
Thomas Keith
Paula Bodnar Schmitt
David Wolkowitz

Staff
Scott A. Berg, Plan Reviewer

Meetings
The Sign Review and Appeals Board (SRAB) meets on a monthly basis to hear variance requests to the Sign Ordinance (Ord. No. 100-0-87; Ord. No. 8-0-12, (448-0-11(exh. AA§4-10-1)) 11-23-2013). The Sign Review and Appeals Board has met 6 of the 12 months, missing the months of February, March, May, July and October and November. These meetings were canceled due to a lack of agenda items.

Accomplishments
The Sign Review and Appeals Board heard 10 requests for relief from the adopted Sign Ordinance and based on the discussions at the board meetings and the recommendations from the DAPR (formerly SPAARCC) committee, the Sign Review and Appeals Board approved 8 variances and denied 2.

While adhering to new City policy, in 2014 we provided all members with documents supporting their role on a City board, including: State of Illinois Open Meetings Act provisions, City of Evanston Code of Ethics, City of Evanston Guidelines for Citizens serving on Boards, Commissions and Committees (BCC) and Robert’s Rules of Order Parliamentary Procedures.

In the upcoming year, the Board, with the support of staff, will begin drafting various text amendments to include language for signage that is not currently addressed in the ordinance and will present for discussion and approval.

Funding
Sign Review and Appeals Board does not currently receive or manage any grant programs.
Letter From the Chair:

In 2014, the Sign Review and Appeals Board (SRAB) met six times, with six monthly meetings cancelled due to a lack of variance requests from Evanston businesses.

We were able to work with the majority of local merchants to find acceptable solutions to their signage needs and constraints, approving signage in eight of the ten requests.

The SRAB had two personnel changes of note this year. In May, Scott Berg replaced Walter Hallen as Plan Reviewer and staff support for the committee; and in August, David Wolkowitz was appointed to the committee, filling an open spot and bringing the SRAB back to the required five (5) board members.

Please refer to the 2015 Annual report for additional accomplishments over the past year as well as upcoming plans for 2015.

Sincerely,

Marnie Kadish, Chairperson
Zoning Board of Appeals

Purpose
The Zoning Board of Appeals, or ZBA, is a quasi-judicial board that conducts public hearings on a bi-monthly basis. The responsibilities of the ZBA are to:

• Approve, approve with conditions, or disapprove any application for major variation and any combined application for a major and minor variation, except when such application pertains to off-street parking and loading, or building height beyond 50 feet.
• Approve, approve with conditions, or disapprove any application for a family necessity variation.
• Hear and make recommendations to the Planning and Development Committee of the City Council regarding any application for a major variation pertaining to off-street parking and loading, and building height beyond 50 feet.
• Hear and make recommendations to the Planning and Development Committee of the City Council regarding any application for a special use (except a planned development).
• Hear and decide any appeal from Zoning Administrator decisions regarding any application for a minor variation and fence variation.
• Hear and decide any appeal from any order or final decision made by the Zoning Administrator in the administration or enforcement of the Zoning Ordinance, except for an appeal of a decision based on the review and recommendation of the DAPR Committee.
• Hear and decide or make recommendations on any other matters referred to it by the City Council.

Members
ZBA members serve a maximum of two five-year terms, and are appointed by the Mayor.

<table>
<thead>
<tr>
<th>Member</th>
<th>Term Expiration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Myrna Arevalo</td>
<td>09/08/2019</td>
</tr>
<tr>
<td>Mary Beth Berns</td>
<td>04/28/2019*</td>
</tr>
<tr>
<td>Violetta Cullen</td>
<td>11/11/2018</td>
</tr>
<tr>
<td>Andrew Gallimore</td>
<td>09/26/2016</td>
</tr>
<tr>
<td>Scott Gingold</td>
<td>11/23/2019*</td>
</tr>
<tr>
<td>Beth McLennan</td>
<td>04/16/2017</td>
</tr>
<tr>
<td>Matt Rodgers (Chair)</td>
<td>06/13/2016*</td>
</tr>
</tbody>
</table>

*second term

Staff
Melissa Klotz, Zoning Planner
Lorrie Pearson, Planning and Zoning Administrator
Mario Treto, Assistant City Attorney II
Letter from Chair

Madam Mayor and Members of Council:
ZBA has become a more efficient board over the past 12 months. The board focuses on the specifics of an application and doesn’t become distracted trying to redesign an applicant’s proposal. Neighbor comments are always welcome but are limited to the issues in the application. Most of our decisions in 2014 were decided by a unanimous vote, which may have been achieved by placing reasonable conditions on the proposal.

ZBA is comprised of citizen planners with backgrounds in urban planning, architecture, law and design, and three members are in their second term. Board members bring unique perspectives, and they approach land use issues based on personal experience, an understanding of the Zoning Ordinance and respect of owners’ rights.

The greatest challenge facing the ZBA last year was its ability to make quorum and to conduct business. It also affected its role as a determining body, because any case must be decided by four votes. When it became a problem in mid-summer, the decision was made to address chronic absenteeism. At the end of the year, ZBA adopted new rules which included a means of removing members whose absenteeism interferes with the operations of the board.

One of the other changes addressed in the new rules was the addition of a vice chair—Beth McLennan. Although the chair is appointed by the mayor, the vice chair is elected by the board. This addition will help in succession of board leadership and build a stronger board.

Board members had the opportunity to attend the American Planning Association, Illinois Chapter meeting in Evanston last fall. The all-day citizen planner session was informative and permitted the sharing of information with other volunteer commissioners and professionals in land-use planning. After hearing the challenges in other Illinois communities, it became apparent how fortunate Evanston is to have dedicated staff—Melissa Klotz, Lorrie Pearson and Mario Treto—that is accessible to ZBA members and especially to have legal counsel available to answer our questions during hearings.

Finally, ZBA would like to work closely with Plan Commission and City Council to strengthen the Zoning Ordinance. Being the board which hears the majority of requests for land use variations, ZBA often sees where there are gaps in the Ordinance, and if deemed necessary, will raise areas of concern with commissioners and aldermen.

Respectfully submitted,

Matt J. Rodgers
Chairman, Zoning Board of Appeals
Meetings

Meetings are typically scheduled for the first and third Tuesday of each month at 7:00 p.m. in Council Chambers.

January 7, 2014 ............................................ Canceled—lack of items
January 28, 2014
February 4, 2014 ........................................ Canceled—lack of items
February 18, 2014 ........................................ Canceled—lack of quorum
March 4, 2014
March 18, 2014
April 1, 2014
April 15, 2014
May 6, 2014
May 20, 2014
June 3, 2014 ................................................ Canceled—lack of quorum
June 17, 2014 ................................................ Canceled—lack of quorum
July 1, 2014
July 15, 2014
August 5, 2014
August 19, 2014
September 2, 2014 ........................................ Canceled—lack of quorum (rescheduled)
September 9, 2014 ........................................ (rescheduled from September 2, 2014)
October 7, 2014
October 21, 2014
November 4, 2014
November 18, 2014
December 2, 2014 ........................................ Canceled—lack of items
December 16, 2014

13% (three meetings) of the 2014 meetings were canceled due to a lack of items, and 17% (four meetings) were canceled due to a lack of quorum.

All ZBA meetings are public hearings. Neighboring property owners within 500 feet of subject properties receive mailed public notices explaining the request, hearing date, and staff contact. Hearings are broadcast live on television and available on YouTube.
Accomplishments

In 2014, the ZBA heard 53 cases comprised of the following:

Special Use Permits (24 cases)

<table>
<thead>
<tr>
<th>Use</th>
<th>Business Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type 2 Restaurant</td>
<td>Asia Express</td>
<td>1009 Davis Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Just Turkey</td>
<td>2430 Main Street</td>
</tr>
<tr>
<td>Commercial Indoor Recreation</td>
<td>Little Beans Café</td>
<td>430 Asbury Avenue</td>
</tr>
<tr>
<td>Drive Through Facility</td>
<td>Little Beans Café</td>
<td>430 Asbury Avenue</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Starbucks Coffee</td>
<td>1901 Dempster Street</td>
</tr>
<tr>
<td>Drive Through Facility</td>
<td>Starbucks Coffee</td>
<td>1901 Dempster Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Kung Fu Tea</td>
<td>726 Clark Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Frio Gelato</td>
<td>1701 Simpson Street</td>
</tr>
<tr>
<td>Commercial Indoor Recreation</td>
<td>Precision Multisport</td>
<td>2114 Jackson Avenue</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>YoFresh Yogurt Café</td>
<td>635 Chicago Avenue #7</td>
</tr>
<tr>
<td>Ground Floor Residential</td>
<td></td>
<td>1413-1415 Howard Street</td>
</tr>
<tr>
<td>Scoreboards</td>
<td>Northwestern University</td>
<td>1501 Central Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Blaze Pizza</td>
<td>1737 Sherman Avenue</td>
</tr>
<tr>
<td>Commercial Indoor Recreation</td>
<td>Goldfish Swim School</td>
<td>2008 Dempster Street</td>
</tr>
<tr>
<td>Commercial Indoor Recreation</td>
<td>Tier One Training</td>
<td>1017 Davis Street</td>
</tr>
<tr>
<td>Animal Hospital</td>
<td>Teuber Veterinary Services</td>
<td>1815 Central Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Doc Popcorn</td>
<td>1613 Sherman Avenue</td>
</tr>
<tr>
<td>Daycare Center</td>
<td>Child Step by Step Learning Academy</td>
<td>1909-1911 Howard Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>800 Degrees Neapolitan Pizzeria</td>
<td>812 Church Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Beth's Little Bake Shop</td>
<td>1814 Central Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Patisserie Coralie</td>
<td>600 Davis Street</td>
</tr>
<tr>
<td>Single Family Dwelling</td>
<td></td>
<td>1513 Greenleaf Street</td>
</tr>
<tr>
<td>Commercial Indoor Recreation</td>
<td>The Barre</td>
<td>Code 604 Davis Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Domino’s Pizza</td>
<td>911 Foster Street</td>
</tr>
<tr>
<td>Wholesale Goods</td>
<td>Few Spirits</td>
<td>2308 Main Street</td>
</tr>
<tr>
<td>Type 2 Restaurant</td>
<td>Jimmy John's Gourmet Sandwiches</td>
<td>1241 Chicago Avenue</td>
</tr>
</tbody>
</table>

54% of all special use cases in 2014 were applications for Type 2 Restaurants, and 21% of all special use cases were applications for Commercial Indoor Recreation. All special use cases were recommended by the ZBA for approval with conditions, and received approval with conditions by City Council.

Major Variances (28 cases)

<table>
<thead>
<tr>
<th>Type of Variance</th>
<th>Requested Number of Variances Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Setback from Property Line</td>
<td>32</td>
</tr>
<tr>
<td>Impervious Surface Coverage</td>
<td>7</td>
</tr>
<tr>
<td>Building Lot Coverage</td>
<td>6</td>
</tr>
<tr>
<td>Number of Parking Spaces</td>
<td>6</td>
</tr>
<tr>
<td>Location of Open Parking</td>
<td>3</td>
</tr>
<tr>
<td>Fences</td>
<td>2</td>
</tr>
<tr>
<td>Lot Size</td>
<td>2</td>
</tr>
<tr>
<td>Distance between Structures</td>
<td>2</td>
</tr>
<tr>
<td>Number of Dwelling Units</td>
<td>1</td>
</tr>
<tr>
<td>Height</td>
<td>1</td>
</tr>
</tbody>
</table>

Most variance cases requested more than one variance at a time. Minor Variance requests (such as fences) are not heard by the ZBA unless they are concurrent with cases that request Major Variances. Variances are often approved in part to decrease the requested amount of nonconformity to the minimum change necessary to achieve the objective requested.
Appeals (1 case)

Type of Appeal Outcome:
Fence—Originated as a Minor Variance request for a fence in the front yard, street side yard, and over the permitted fence height and opacity in the front and street side yard. The Minor Variance was approved in part by the Zoning Administrator, but the height and opacity variances were denied. The original Minor Variance was approved in part for a 4’ fence in the front and street side yard with the opacity of a wrought-iron style fence. The applicant appealed the decision in hope of the 6’ height being approved. The ZBA upheld the height denial, but approved a maximum opacity of 50% to allow for a slightly more “closed” fence style.

Appeals typically arise from denied Minor Variance cases. Staff attempts to work with applicants to modify variance requests that are extensive, overly burdensome to adjacent property owners and/or the community to find a compromise that achieves the objective requested, making an appeal unnecessary - though a compromise is not always possible.

Major Issues:
In general, the ZBA is a well-functioning board. In 2014, two major issues arose.

Quorum:
4 meetings, or 17% of the year’s meetings, were canceled due to a lack of quorum.

One specific case was continued due to a lack of 4 concurrent votes, which is required for either approval or denial when the ZBA is the determining body. The case was continued for multiple meetings since the absent members could not attend, nor could they attend a specially scheduled meeting. The applicant ultimately withdrew the case since he did not foresee his case being resolved in the near future.

Text Amendment for Parking:
One case led some ZBA members to question the lack of a parking requirement when the number of dwelling units was increased but gross floor area was not. The ZBA Chair spoke at City Council regarding the issue, and a text amendment was ultimately approved to change the regulation so that an increase in dwelling units requires an increase in required parking.
Reports to Rules

Board of Ethics

Purpose
The Board of Ethics is a 5-member board with one vacancy. The Board functions are as follows: (a) to provide recommendations to the City Council on revisions to the Code of Ethics; (b) to evaluate, make findings of fact, and issue advisory opinions on questions of possible unethical conduct or conflict of interest; and (c) to provide recommendations on amendments to the City Code rules and procedures to govern review of Code of Ethics complaints; and (d) the Board reviews financial disclosure statements completed by elected officials, appointed board and commission members, and City staff.

Members
Board Chairperson: Mark Sheldon
Board Members:
Kelda Harris-Harty
Rhonda Stuart
Jennifer Billingsley

Staff
Michelle Masoncup, Deputy City Attorney

Meetings
The Board of Ethics meets on a monthly basis and in 2014 the Board met six times (March, April, July, August, October, and November). One of the six meetings was cancelled for lack of a quorum and the remaining five meetings were cancelled for lack of agenda items.

Accomplishments
• In the past year, the Board worked to revise the Board of Ethics Rules and Procedure for issuance of advisory opinions and administration of complaints, which is an ongoing project in 2015 as well.
• The Board reviewed hundreds of financial disclosure statements submitted by elected officials, board and commission members and City staff for potential conflicts of interest and completeness.
• In 2015, the Board will be developing a Frequently Asked Questions guide of common Code of Ethics fielded by Board members and City staff (gifts, discounts, conflicts of interest, etc.).
Special Council Committees

City-School Liaison Committee

Purpose
The purpose of the City-School Liaison Committee is to enable officials of the City government and the two School Boards to confer on a regular basis to achieve community financial coordination and better coordination in other fields of community concern. Reports and recommendations are presented to the City Council and to the School Boards.

Meeting Schedule
Three (3) times during the academic year, or as needed.

Meeting Place
Rotates between Lorraine H. Morton Civic Center, Evanston Township High School, and District 65 Joseph E. Hill Education Center.

Reports to:
City Council and District 65 & 202 School Boards

Committee Members:
Alderman Jane Grover
Alderman Mark Tendam
Claudia Garrison, District 65 School Board
Candace Chow District 65 School Board
Bill Geiger, District 202 School Board
Scott Rochelle District 202 School Board

Major Issues
- Community-wide Reading and Literacy Initiative: Focus on reading as a gateway to all learning.
- Cradle to Career: Unified support for mobilizing our community around major issues affecting outcomes for Evanston youth ages birth to 23.
- Youth and Young Adult programs: Mayor’s Summer Youth Employment Program, Summer Camps, Summer School, and City youth outreach efforts.
- Homeless Youth and Families in Evanston: Concern over a substantial year-over-year increase in homeless students in both Districts.
- Transportation, Parking and Public Works issues around schools
- Safe School Zone at District 202 and regular safety updates
- Geometry in Construction Project at ETHS: Over the course of a year, students receive credit for two classes, Geometry and Building Construction, and build a house.
- City Education Committee Initiative: Focus on partnership with City and Oakton Community College
Economic Development Committee

Purpose
To act in an advisory capacity to the City Council on matters of business district redevelopment, including but not limited to the following: 1) to review and make recommendations concerning all redevelopment proposals, provided that nothing herein shall be construed to prevent the sponsor of a rejected proposal from petitioning City Council directly; 2) to use resource persons for assistance and advice on specific proposals for consideration by the Committee; and 3) to gather and disseminate appropriate information regarding the economic vitality of the City. (2-R-81) (4-R-83).

Members
Ald. Ann Rainey
Ald. Melissa Wynne, Chair
Ald. Delores Holmes
Ald. Judy Fiske
Ald. Jane Grover
Ald. Mark Tendam
Ald. Donald Wilson
Ahmadou Dramé (Member-At-Large)
Terri Dubin, Liaison, Plan Commission
Matt Rodgers, Liaison, Zoning Board of Appeals
Jeannemarie Sierant (Member-at-Large)

Accomplishments
The Economic Development Committee prepares an annual review and update to its Economic Development Plan, which can be found online at evanstonedge.com
Northwestern University/City Committee

Purpose
Established through U.S. District Court of Northern Illinois Decree in 2004, the committee addresses:

(1) The University's proposed demolition of existing structures on, and/or new construction plans for, the University's current T1 and T2 District properties and the University's current U1 District properties (if any).
(2) Any other issues relating to planning, land use, building and zoning pertaining to the University's current T1 and T2 District properties and the University's current U1 District properties.

Members
First Ward Alderman Judy Fiske
Nim Chinniah, Northwestern University
John D'Angelo, Northwestern University
Thomas Gemmell, Community Representative
David Schoenfeld, Community Representative

2014 Major Issues
• Sheridan Road improvements and proposed bike lanes
• The University's plans for the Roycemore School property
• The University's installation of blue light phones west of Sheridan Road
Housing & Community Development Act Committee

Purpose
To provide advice and recommendations to the City Council on the goals, objectives, and overall policy direction for the City’s HUD Consolidated Planning process and the Community Development Block Grant (CDBG) Program; to make recommendations to the City Council on the allocation of Community Development Block Grant funds; to monitor the progress of all CDBG-funded programs; to initiate such studies and reports as are necessary for the effective operation of the CDBG program; and to conduct such public hearings as are required and deemed necessary for the gathering of information and ideas related to the Consolidated Plan and the CDBG Program.

Members (9):
Alderman Rainey, Chairman
Alderman Braithwaite
Alderman Burrus
Alderman Holmes
Alderman Wilson
Michele Lacy
Stuart Opdycke
Jeannie Sanke
Vacancy

Staff
Sarah Flax, Housing & Grants Administration
April Jacobs, Grants & Compliance Specialist

Meetings
Meetings held on 3/11, 5/20, 6/24, 9/4, 9/9, 9/23, 10/21
Meetings cancelled for lack of agenda items on 1/14, 2/18, 4/22, 6/17, 7/15, 8/19, 9/16, 11/18, 12/16
Meetings are typically held on the third Tuesday of the month at 7:30pm, with the exception of September, when grant allocation meetings take place more frequently.

Accomplishments
• Completion and presentation of Analysis of Impediments to Fair Housing
• Completion and recommendation for approval by City Council of the 2015-2019 Consolidated Plan and 2015 Annual Action Plan
• Allocation of over 35 grants totaling more than $1,700,000 in 2014 for the 2015 fiscal year
• The members and staff of the committee are working with the Mental Health Board and other City staff and community partners on combining the CDBG Public Services and Mental Health Board grant allocation process for 2016 to align funding allocations to address Council goals more effectively, and streamline administration for the City and funded agencies.
• For a detailed report of annual accomplishments, please refer to the 2014 Consolidated Annual Performance and Evaluation Report (CAPER), which will be submitted to the U.S. Department of Housing and Urban Development (HUD) following approval by the Committee and City Council. The CAPER is the annual report to HUD on the City’s entitlement grants and is part of the Consolidated Plan process. The 2014 CAPER may be found on the City website at: www.cityofevanston.org/caper.

Number Of Grants Given and Total Dollars Invested
A total of 36 grants were awarded, with $1,621,720.78 spent in 2014 on community development projects, including, but not limited to, housing improvements, public services, public facilities and infrastructure improvements, and code enforcement activities.