TRANSPORTATION & PARKING COMMITTEE

WEDNESDAY, FEBRUARY 28, 2018 6:00 P.M. – 7:00 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston, IL 60201
Room 2402

1. Call to Order / Declaration of Quorum
2. Introduction of new members Barbara J. Miller and Terri Dubin
3. Introduction of new Transportation & Mobility Coordinator Jessica Hyink
4. Citizen Comments
5. Approval of Meeting Minutes of October 25, 2017
6. 2018 Transportation & Parking Committee Meeting Dates – (Document Enclosed)
7. Discussion of Transportation & Parking Committee Membership – (Document Enclosed)
8. Discussion of 2018 Parking Analysis – (Document Enclosed)
9. Updates:
   • Transportation and Mobility Updates – (Document Enclosed)
   • Parking Updates

10. ADJOURNMENT

Next Meeting: WEDNESDAY, MARCH 28, 2017 at 6:00pm
1. Call to Order / Declaration of Quorum
   Chairman Ald. Wynne declared a quorum at 6:05 P.M.

2. Approval of Meeting Minutes of September 27, 2017.
   Minutes from the September 27, 2017 meeting were presented.
   Motion to approve made by Ald. Fleming and seconded by J. Ford.
   Vote called and taken. Motion passed unanimously.

3. Citizen Comments
   Dan Joseph – Wanted to acknowledge the work of Marcos Classen for the thoroughness of the recorded minutes from the last meeting

   Alice George – She introduced herself as the newly elected Vice President of the Main – Dempster Mile. Wanted to express the excitement around the Main street renovations and is hoping to be included and involved in the planning and developments. She also acknowledged that the Director of Public Works Agency Dave Stoneback is also a member of the Main -Dempster board.

   Kathryn Gore - She introduced herself as the Executive Director of the Main – Dempster Mile. She wanted to express the 10000 Villages was looking for a bike rack to be installed outside the business. Stating that they’ve been working on getting this for the last two years but it hasn’t come to fruition yet but is hoping for it to happen soon.
4. Update on Evanston’s ITEP Application

Director of Public Works Agency David Stoneback begins with background information about what ITEP is. ITEP is a program that provides funding to community based projects that expand travel choices and enhances the transportation experience by improving the cultural historical aesthetic and environmental aspects of the transportation infrastructure.

Question from L. Young about what ITEP stands for

Answer from Senior Project Manager Sat Nagar ITEP – Illinois Transportation Enhancement Program

D. Stonebeck continues with outlining the scope of the project which would be on Main St from Maple to Hinman. Improvements would be made to the streetscape along the area as well as replacing and modernizing the traffic signals at Sherman and Main. The road itself is in disrepair, the city hopes to get TIF funding to help make repairs.

Ald. Wynne asks about the TIF funding.

D. Stoneback states that he doesn’t believe we’d receive any funding till at least 2020.

D. Stoneback continues bringing up how the sidewalks and concrete in the area are older and could be refreshed. Public works is also looking to improve visibility near viaduct at Main and Custer. Updating the outdated “candy cane” light poles on the street. The max funding that the city could receive would be two million dollars but 40% local funding is needed. The water main is not eligible for the grant. The traffic signals are eligible for an 80/20 split. The streetlights are eligible for a 50/50 split. The roadway surface and the water main work are not covered by the grant. So overall the city would pay more than 20% but funding would come from a variety of sources including water department funds and CIP funds. There are 3 phases, phase 1 is the clearly design phase, phase 2 is the actual design phase and phase 3 is construction oversight with construction beginning in 2020 when the TIF funding should be available. City funds would be used for areas outside the TIF area.

L. Young asks 2 questions, 1) if the parking meters would remain the same 2) green infrastructure (drainage options for the area).

D. Stoneback stated that the city is still reviewing what they will do with the meters, potentially installing pay stations here but that was still under review. In regards to the green infrastructure this grant does not cover that, any green infrastructure would use city funds.

L. Young suggests that the city use the 2018 planning phase to also look for additional grants to supplement a more green infrastructure.

Ald. Wynne asks about if the sidewalk services that were tried on Central St were improved/advanced.
D. Stoneback stated that porous pavement would not be a good fit for the area. But we may be able to look at the way that the drainage was set up on Davis street given that a funding source could be found.

A. Añón asked about adding bike lanes to the area.

D. Stoneback stated that the width of the street would not support adding bike lanes at this time.

A. Añón states that precautions should be make for people who do ride their bikes here.

Ald. Wynne suggests using bump outs.

S. Nagar states that the city is looking into adding these

A. Añón suggests that bump outs may be a double edged sword because they cause over confidence by pedestrians (who take vehicles stopping for granted)

Ald. Wynne asks about timeline and funding.

D. Stoneback states that depending on level of funding we may not have to include as much geo-funding, except in the non TIF area.

Citizen comment from D. Joseph who stated that Main is signed as a bike route currently and that a successful shopping area will assist in slowing traffic in the area.

Item 4
Motion to approve made by Ald. Revelle and seconded by L. Young.
Vote called and taken. Motion passed unanimously.

5. Discussion of Proposed Truck Route Modifications for Sheridan Rd

D. Stoneback went over the background and stated that the pilot program has been in place since September 2016. This is mainly for trucks making deliveries to Northwestern. Now that the majority of the construction has been completed in the area the city would like to make this a permanent truck route going forward. The current plan allows for trucks to make use of Elgin Ave which has the viaduct with the highest clearance in the area.

Ald. Revelle asks about the area West of Sheridan on Lincoln.

D. Stoneback stated that the city would continue to work with Northwestern to make sure that the delivery companies know the proper truck routes.

L. Young brings up the dangerous activity of trucks not following the speed limit and driving recklessly. She brings up using the electronic speed limit signs that show her current speed.
D. Stoneback stated that we do not want to overuse those signs because the more of them that are out there the less effective they become. He stated that we currently try to keep them in school zones.

Citizen comment from Dan Joseph stated that the current maps that are available are confusing and not clear what is a truck route, what is an IDOT route, ETC.

D. Stoneback stated that the maps may be confusing but it’s to inform the truck drivers which routes they need to get permits from IDOT.

Motion to approve made by Ald. Revelle and seconded by Ald. Fleming. Vote called and taken. Motion passed unanimously.

6. Right Turn Only from Greenwood St. onto Ridge Avenue

Senior Project Manager Rajeev Dahal gave a background of the problem which included a summary of citizen complaints and a history of accidents that would occur in the area. In 2016 there were 26 accidents in the area. A pilot program was put into place to limit turns from Greenwood onto Ridge. During the trial period (from May 2017 – Sept 2017) there were 8 accidents with 4 of them coming from people ignoring the signs. Based on these results the city would like to make the changes permanent and is looking for approval from the committee.

L. Young asked if there was a street light there

R. Dahal no there is no light there.

D. Reynolds stated that he believes that the signage is a little confusing and that maybe adding a right turn only sign would help.

Motion to approve with improved signage made by J. Ford and seconded by L. Young. Vote called and taken. Motion passed unanimously.

Question from Ald. Fleming about where police pull violators over. She saw three vehicles pulled over on Ridge and thinks that Ridge is too narrow for this.

Fleet Manager Rickey Voss stated that an officer can ask a driver to pull around a corner.

Transportation and Mobility Coordinator Katherine Knapp believes that this was part of a targeted enforcement looking for distracted drivers.

7. Discussion of Towing Policies
Parking Manager Jill Velan started by going over the street cleaning rules. She stated that the ordinance gives the city the authority to tow but not that tows are required. She goes over the change in signage over the last couple of years. Currently we only tow on streets with one sided street parking. We typically don’t tow on streets where there is parking on both sides unless it is a specially posted street cleaning.

Parking Operations Coordinator Marcos Classen stated that parking enforcement has started putting up temporary street cleaning signs (similar to Chicago) the Friday before street cleaning is done on the one sided streets and that as a result we’ve seen a major drop in tows this season.

J. Velan brings up the cost of street cleaning tickets. Currently the cost is $35 for a street cleaning ticket (this money comes directly to the city) where as if a vehicle is towed the money paid for the tow goes to North Shore Towing.

Ald. Wynne asks what the fine was in Jill’s previous spot (Oak Park)

J. Velan stated that it was $40 or $45.

Ald. Wynne stated that she wonders what the price point is that would deter people from ignoring street cleaning signs. Also she suggested putting the fine amounts on the signs as a deterrent.

Ald. Fleming brings up cluttered signs, also that trees may be blocking access to seeing signs. She also says that she would be in support of increasing the ticket amounts.

J. Ford says why don’t we just allow parking on the other side of the street on street cleaning days?

R. Voss stated that we tried that, it didn’t work. You’d get some people to move but others wouldn’t then you have a street that wasn’t wide enough for both sided parking having vehicles parked on both sides.

L. Young asks about special street cleaning days and for improved communication on these days.

J. Velan stated that special signs are posted in areas with special street cleaning dates.

Ald. Sufferdin brings up the overall experience for the user. Currently if a person is towed for street cleaning it is a $180 hit. $35 comes to the city and $155 goes to North Shore towing. He brings up that even if we significantly increase the ticket prices and stopped towing (as a standard) that we could improve the overall experience for citizens.

D. Reynolds brings up the importance of November and December street cleaning.

R. Voss gave some history of the evolution of the towing procedure more focusing on snow emergency procedures. Goes over relocation of vehicles during a snow emergency and how that wouldn’t work for the street cleaning because of how often street cleaning happens versus how often snow emergencies happen.
J. Velan talks about differences between Oak Park and Evanston. She also agrees with R. Voss that we should significantly increase the cost of the street cleaning tickets. We should also look to make the message more clear, having streets where we tow and streets that we only ticket can be confusing for citizens.

Ald. Wynne is in favor of increasing street cleaning ticket amount in lieu of more towing. She talked about the importance of street cleaning and discussed a $75 price point instead of towing.

Ald. Sufferdin asks how many one sided streets are there.

J. Velan stated that she didn’t have the exact number now.

Ald. Wynne suggests that we over communicate any increase in cost.

Ald. Fleming asks how many one sided streets they are. She would like more info before agreeing to increase ticket prices. Also that we should do a better job of communication with residents.

M. Classen stated that there are about 120 one sided streets (blocks) that are cleaned monthly. He estimated this stating that the Parking Enforcement Officers work off a list of about 30 streets a week.

Ald. Wynne brought up how the city tried to oversaturate the city with information the last time the street cleaning process was changed and she would suggest the same thing if and when we change the process again. She also would like to get actual numbers of both tickets and tows for street cleaning.

Ald. Revelle just wanted to clarify that we discussing increasing the street cleaning fine and no longer towing.

R. Voss stated that you still want to keep towing as an option but be more targeted with it. Instead of always towing on Mondays, only tow in areas where you are not getting compliance (with the increased fine).

Al Anon asks if the city has looked into other ways to clean the streets.

8. Downtown Holiday Parking

Ald. Wynne stated that this is something that the city has been doing for many years at this point.

Citizen comment from Kathyrn to include Lot on Main St. and Lot by Vogue Fabrics

Ald. Fleming likes this suggestion and thinks it’s a good idea.

A. George brings up the 10,000 villages lot would help.

R. Voss stated adding both lots would impact the bottom line too much.
Ald. Wynne asks if it was free would we still get the turnover.

R. Voss suggests still enforcing the 2 hour restriction but allowing parking for free. He also suggests adding Lot 4 on Central St.

**Motion to approve** made by Ald. Revelle and seconded by J. Ford.
Vote called and taken. Motion passed 5-1 (Nay vote A. Añón)

9. **Transportation and Mobility Updates**

Ald. Wynne asks about using a parking space in lot 24 for a bike rack.

J. Velan stated that most of these spaces are removed in the winter and that it will be brought back up when we get closer to spring. Keeping spaces year round would involve additional snow plowing.

Ald. Fleming asks if they could be removed to the sidewalk for winter.

K. Knapp stated that it would be a case by case basis based on the site location.

K. Knapp also brings up Pellbright community event on 11/7/17 from 2:30 pm - 4:30 pm

10. **Parking Updates**

J. Velan brings up ROI on surface lots for future meeting.

Ald Wynne wanted to make sure that she expressed her appreciation for the retiring R. Voss. She wanted to thank him for all his help and his service for the City of Evanston.

11. **Adjournment**

Motion to adjourn made by Ald Wynne and seconded by Ald. Fleming at 7:34 P.M. Vote called and then taken. Motion passed unanimously.

The next Committee Meeting is February 28, 2018.
Memorandum

To: Alderman Melissa Wynne, Chairman
    Members of the Transportation/Parking Committee

From: Kimberly Richardson, Interim Administrative Services Director
      Jill Velan, Parking Division Manager

Subject: 2018 Transportation & Parking Committee Meeting Dates

Date: February 26, 2018

Recommended Action:
This item is presented for approval of the 2018 Committee meeting dates

Summary:
All meetings are held at 6:00 p.m.:

January 24, 2018 - cancelled
February 28, 2018
March 28, 2018 (spring break for local schools – alternative March 21, 2018)
April 25, 2018
May 23, 2018
June 27, 2018
July 25, 2018
August 22, 2018 (Council usually takes a break this week – alternative August 29, 2018)
September 26, 2018
October 24, 2018
November 28, 2018
To:        Alderman Melissa Wynne, Chairman  
            Members of the Transportation/Parking Committee  

From:      Kimberly Richardson, Interim Administrative Services Director  
            Jill Velan, Parking Division Manager  

Subject:   Transportation & Parking Committee Membership  

Date:      February 26, 2018  

Recommended Action:  
This item is presented for preliminary discussions on the Membership of the Committee  

Summary:   
In March 2015 the Council Approved an amendment to The Purpose and Composition of the Membership of the Transportation/Parking Committee (attached). Due to continued quorum concerns, the Committee has been asked to review this document to discuss changes to the number of members.
A RESOLUTION

Amending the Purpose and Composition of the Membership of the Transportation/Parking Committee

WHEREAS, the City of Evanston currently has a Transportation/Parking Committee which was established pursuant to Resolution 42-R-97;

WHEREAS, the Transportation/Parking Committee studies the intermediate and long term parking needs of the City and provides recommendations to the City Council regarding parking problems;

WHEREAS, Resolution 5-R-12 provided that eight (8) members of the Transportation/Parking Committee are to be appointed by the Mayor: three (3) members from the City Council, one (1) member being the Executive Director of the Chamber of Commerce, two (2) members as Evanston business owners or residents, one (1) member appointed by the Plan Commission from among its voting members, and one (1) member appointed by the Environment Board among its members;

WHEREAS, in December 2014, the Transportation/Parking Committee directed staff to draft this Resolution; and

WHEREAS, it is appropriate to amend the composition of the Transportation/Parking Committee to increase the number of Mayor-appointed Transportation/Parking Committee members from eight (8) to nine (9), to increase the membership quotient for members from the City Council from three (3) to four (4), to include the addition of one (1) Evanston resident with multi-modal transportation
experience as a member of the Transportation/Parking Committee, to change the
capacity of the Executive Director of the Evanston Chamber of Commerce from a voting
member of the Transportation/Parking Committee to a non-voting ex officio member of
the Transportation/Parking Committee, and update the purpose of the committee to
reflect the current transportation and parking needs of the citizens of Evanston.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: That Section 1 of Resolution 5-R-12 is amended to provide
that nine (9) members of the Transportation/Parking Committee are appointed by the
Mayor: four (4) members are from the City Council, two (2) members are Evanston
business owners or residents, one (1) member is an Evanston resident with multi-modal
transportation experience, one (1) member is appointed by the Plan Commission from
among its members, and one (1) member appointed by the Environment Board among
its members. The Executive Director of the Chamber of Commerce shall participate as
a non-voting ex officio member of the Transportation/Parking Committee.

That the Committee shall study the intermediate and long term parking and multi-
modal needs of the City, including but not limited to, bicycle, transit, and walking with
consideration of environmental issues and shall provide to the City Council, and other
relevant committees, recommendations to resolve parking and mobility challenges.

SECTION 2: That this Resolution 13-R-15 shall be in full force and effect
from and after its passage and approval in the manner provided by law.
Attest:

Rodney Greene, City Clerk

Adopted: March 9, 2015

Elizabeth B. Tisdahl, Mayor
Memorandum

To: Alderman Melissa Wynne, Chairman
    Members of the Transportation/Parking Committee

From: Kimberly Richardson, Interim Administrative Services Director
      Jill Velan, Parking Division Manager

Subject: Comprehensive Parking System Analysis

Date: February 26, 2018

Recommended Action:
This item is presented for preliminary discussions on the City’s current practices related to City wide parking and transportation.

Summary:
As part of the approved 2018 Budget, the City will be seeking the services of parking consultant to assist with a Comprehensive Parking System Analysis within Evanston. This review will be conducted in a holistic manner, with consideration for both neighborhoods and business districts in order to understand the impact on residents, visitors, employees, and businesses in the community.

During this evaluation the Transportation/Parking Committee will receive recommendations from parking studies that will be conducted throughout the City. The studies will include public input from area stakeholders. The Committee will then make recommendations to the City Council for any changes to the City Code.

As part of the process Staff would like to discuss the creation of Guiding Principles and Goals that will help focus the parking system analysis:

It is recommended that the following Guiding Principles be considered:

- Sustainability
- Public Safety
- Customer Service
Additionally, staff would recommend the following Goals be considered:

- Parking Ordinances must be simple and user friendly
- Parking Signage of all types must be standardized and more streamlined
- Parking Technology must support efficient parking administration

In order to facilitate a comprehensive analysis of the public parking system, a Request for Proposal will be conducted to hire a parking consultant to assist with the following:

- Review of policies and regulations, including but not limited to towing, street cleaning, loading zones, handicap parking, residential parking, time-limits, meters, off-street parking lots and parking structures.
- Recommendations for consolidation of parking ordinances
- Review of the Safe Routes to Schools individualized traffic plans
- Assist with customer service enhancement to the overall parking operation utilizing workflow enhancements and technology recommendations
- Provide consultation for parking wayfinding and regulatory signage
- Assist with public outreach
- Identify parking needs of community and assist the prioritization of needs
- Provide area-specific occupancy studies
- Development of a parking rate model for on and off street parking
- Development of a long-term strategy for managing current parking assets, including a plan for potential re-development of current parking lots and structures
- Develop a strategy to manage overall public transportation options throughout the City (Mass Transit, Buses, Bike Share, Car Share, Uber/Taxi, Public Parking, etc)

Over the last six months Staff has been meeting with concerned residents and business owners in almost every area of the City. Currently, we have a list of areas that have been anticipating this Comprehensive Analysis including but not limited to:

- The area surrounding Evanston Hospital
- The area near Central Street between Asbury and Green Bay Road
- The area near Central Street and Central Park Avenue
- The area near University Place
- The area near Green Bay Road, Emerson and Asbury
- The area near Dewey School, Northwestern Police Station and Wesley
- The area near the Main-Dempster Mile Businesses
- The area along the Lakefront
At Wednesday’s meeting Staff would like to discuss with the Committee any other areas or issues which should be prioritized as we start this process.
To: Alderman Melissa Wynne, Chairman  
Members of the Transportation & Parking Committee

From: Jessica Hyink, Transportation & Mobility Coordinator

Subject: Transportation & Mobility Updates for the February 28, 2018  
Transportation & Parking Committee meeting

Date: February 23, 2018

Summary:
This memorandum provides a brief update on items related to the work conducted by the Transportation & Mobility Coordinator:

**Bicycle Program Updates:**

a) Divvy Program:

   o Since Divvy's launch in Evanston at the end of June, 2016, over 33,500 trips started from an Evanston-based station. January ended with over 1,070 active Evanston based Divvy annual members and nearly 2,550 24-hour passes having been sold. Provided below are the key metrics through January, 2018:

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<th>Metric</th>
<th>Value</th>
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<tr>
<td>Trips Starting in Evanston</td>
<td>+33,500 trips</td>
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<tr>
<td>Evanston Based Riders</td>
<td>+1,070 active annual members, ~2,550 24-hour passes</td>
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<tr>
<td>Total Miles Traveled by Evanston Riders</td>
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<td>Total Calories Burned by Evanston Riders</td>
<td>+2,960,000 calories</td>
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<tr>
<td>Total Pounds of CO2 Potentially Off-Set</td>
<td>+46,800 lbs</td>
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**Policy Updates:**

a) Bus Project Updates

   o Pace Bus and the Chicago Transit Authority (CTA) have completed collection of public feedback on the proposed route network as part of the North Shore Study and Market Analysis.

   o A draft preferred plan has been developed but has yet to be released to the public for review.

   o The proposed route network would impact routes 205, 208, 213, 215 and 250. The primary proposed changes in Evanston include the establishment of route 213 as a continuous north-south service from Howard St. to the North Shore, adjustments to the 208 service, and
removal of 205 service. A Fact Sheet with the proposed route changes is provided at the end of this memo as Attachment 1.

- Pace Bus and the CTA will host individual public hearing sessions ahead of implementing any of the proposed route changes from the Study.

b) Policy Schedule
- Staff is currently reviewing policies and is developing a schedule to ensure policies slated for this year are completed.

Attachment:
Attachment 1 – Pace and CTA North Shore Coordination Plan Fact Sheet
Attachment 1 – Pace and CTA North Shore Coordination Plan Fact Sheet

**Fact Sheet**

**Purpose**
The purpose of the Pace/CTA North Shore Coordination Plan is to review existing transit service in the North Shore area in order to improve coordination of Pace and CTA services on overlapping corridors, as well as investigate opportunities for new service in the North Shore area.

**Process & Schedule**
Surveys, Open Houses, Steering Committee Meetings, and a detailed Market Analysis were all conducted to better understand the existing travel demands and transit needs.

**Proposed Plan**
- The study market analyses indicated that bus riders are most concerned about frequency and reliable connections. To address this, the study team focused on creating a strong grid system, and providing new connection opportunities to address current deficiencies in the travel market.
- Major improvements of the study include frequent local and expressway-based service between Skokie and Jefferson Park, a complete east-west oriented service on Oakton and Howard connecting communities between Evanston and Des Plaines, extending service coverage to Lincolnwood and Chicago via a new Crawford/Pulaski service, and providing convenient connections with upcoming Pace Pulse Milwaukee and Dempster services.
- New “one-seat” connections would be offered between destinations such as Howard CTA Station and communities north along Green Bay Road, the Glen of Glenview and Old Orchard Mall, Lincolnwood and Jefferson Park, and northern North Shore communities and Northbrook Court mall. Tailored trips for high-demand markets, such as select trips to area high schools, would be retained.
- Proposed changes are anticipated to be cost-neutral and/or provide cost savings for Pace and CTA. Therefore, improved services would be provided with little or no additional public expenditure.
- In order to free up limited resources to provide frequency improvements to 24-25 percent of Pace and CTA passengers, service eliminations are proposed on route segments that currently account for less than two percent of study area passengers.
- These initial recommendations are subject to change following further analysis and stakeholder/public input. Public hearings will also be held before route changes go into effect.

Visit the project page in the Planning Initiatives section at PaceBus.com for more information.
Proposed Route Network

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<th>Routes to be Replaced, Eliminated, and/or Reduced</th>
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<th>New/Restructured Routes</th>
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<th>Routes</th>
<th>Notes</th>
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<td>290 and 276 as part of Pace Pulse projects</td>
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*Note: All line deviations are shown.*