TRANSPORTATION & PARKING COMMITTEE
WEDNESDAY, APRIL 25, 2018 6:00 P.M. – 7:00 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston, IL 60201
Room 2404

1. Call to Order / Declaration of Quorum
2. Citizen Comments
3. Approval of Meeting Minutes of March 28, 2018
4. Request to review the S Permit District (Discussion)
5. Transportation for Evanston (T4E) Update (Presentation)
6. Transportation & Parking Committee Membership Update
7. ADJOURNMENT

Next Meeting: WEDNESDAY, MAY 23, 2017 at 6:00pm
TRANSPORTATION AND PARKING COMMITTEE

Wednesday, March 28, 2018
6:00 P.M. – 7:00 P.M.
Lorraine H. Morton Civic Center
Room 2402, Evanston, IL 60201

MEMBERS PRESENT:  Ald. Wynne, Ald. Revelle, A. Añón, L. Young, B. J. Miller, T. Dubin

MEMBERS ABSENT:  Ald. Fleming

STAFF PRESENT:  Transportation and Mobility Coordinator Jessica Hyink, Acting Director of Administrative Services Kimberly Richardson, Senior Project Manager Sat Nagar

PRESIDING MEMBER:  Ald. Wynne

1. Call to Order / Declaration of Quorum
Chairman Ald. Wynne declared a quorum at 6:04 P.M.

2. Citizen Comments
There were comments from 2 citizens Dan Joseph and David Digioia related to maintaining the current bus schedules, with an emphasis on maintaining the 205 route for students of ETHS

David Reynolds made comments about the proposed parking analysis suggesting that we look at local issues first

3. Approval of Meeting Minutes of February 28, 2018
Ald. Wynne wants to acknowledge the thoroughness of the minutes

Item 1
Motion to approve made by Ald. Revelle and seconded by B. Miller
A vote was called and taken. Motion passed unanimously.

4. CTA and Pace projects update
Transportation and Mobility Coordinator Jessica Hyink went over the proposed plan that has been put out before and emphasized that no final decisions have been made at this time. Under the proposed plan Phase one may start in August 2018. The first tentatively scheduled public meeting is for April 24th at the Levy center. The topic of ease of use for ETHS students was a priority and Steven Andrews from Pace joined the presentation to alleviate any misconceptions about any changes in current routes.

Mr. Andrews states that any route changes would take student behaviors into account. Some issues brought up by the committee is the variety in the ETHS schedule (due to various extra-curricular activities) also questions about weekend services and the fare cards used by students.
Mr. Andrews states that all these issues are being taken into account with any proposed change.

Jessica Hyink then goes over the proposed Pulse line spoke about the improved bus stops and the various amenities included with the proposed bus stops.

Public meetings for these lines were scheduled for 4/5 for CTA with Pace looking to announce the date of their next public meeting during the first week of April.

5. **Loading Zone – 1007 Church**
   Acting Director of Administrative Services Kimberly Richardson went over the proposed change of a taxi cab stand to a 15 minute loading zone to provide relief to patients that visit the NorthShore Medical Group there.

   **Item 2**
   Motion to approve made by Ald. Revelle and seconded by L. Young
   A vote was called and taken. Motion passed unanimously.

6. **Central Street Bridge – Remove Parking**
   Senior Project Manager Sat Nagar talked about how plans for the bridge changed. Originally it was thought that parking on the bridge was needed, however, with the current plan there was an opportunity to improve the aesthetic quality of the bridge. One such improvement is to include guardrails on both sides of the bridge; however, the inclusion of the guardrails would make it so parking on the bridge would not be able to be supported. The sidewalk will be wider on both side and there will be a complete street with biking lanes.

   There was a question about the impact of removing the parking would have on the funding received to complete the project. Sat Nagar stated that there would be no impact.

   Ald. Revelle also suggested that the parking was mainly used by people who worked in the area and that it shouldn’t have an impact on the residents of the area.

   **Item 3**
   Motion to approve made by Ald. Revelle and seconded by T. Dubin
   A vote was called and taken. Motion passed unanimously.

7. **Discussion of Transportation & Parking Committee Membership**
   Acting Director of Administrative Services Kimberly Richardson goes over proposed changes from 9 to 7 members. A lot of the discussion regarding the change centered on defining what a multimodal member means. Would there need to be a specific member who meets the criteria or could the entire committees experience be used to define that this need is met. Currently the ordinance states that someone with multimodal experience is required. The new terminology would say that the committee endeavors to cover various modes which would be able to be
met by using the committees experience as a whole to fit any needs. Discrepancies between what is in the website and is in the current city code as far as the committees mission is a point of discussion. Using the complete streets policy as a guide in creating a new the mission statement of the committee is brought up. The new policy will be sure to have a definition section to define the various terms.

**Item 4**
The committee asked for a draft of the new resolution for review to be brought to the April meeting before it is submitted to the Rules Committee

8. **Updates**
Jessica Hyink provided updates on the Divvy program. Both membership and usage is up year to year. Some updated information with charts and graphs will be provided at an upcoming meeting however, she wanted to make sure the committee knows that things are going well.

A question is brought up about counting non-Divvy bike riders, and Jessica believes this is a worthwhile venture and will reach out to Northwestern and other various outlets to try to come up with a plan to count bikers.

L. Young brought up the red line / purple line revitalization plan. Jessica brings up a plan that the CTA has to study all the purple line stations. The study needs to take place before any funding would be available, however, non ADA compliant stations would be first to be repaired. Also once phase 1 begins then that opens up funding potentials.

9. **Adjournment**

A Motion to adjourn was made by Ald. Revelle at 7:10 P.M. A vote was called and then taken. Motion passed unanimously.

The next Committee Meeting is April 25, 2018.
Memorandum

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

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

Subject: Ordinance 85-O-11 amending Title 10, Motor Vehicles and Traffic,
          Chapter 11, Traffic Schedules, Section 11: Schedule XVIII; Residents
          Parking Only Districts, (Q). District S: eight o’clock (8:00) A.M. to six
          o’clock (6:00) P.M. Monday through Saturday for 2500 block of Hurd
          Avenue

Date: April 24, 2018

Summary:

Alderman Thomas Suffredin 6th Ward has requested Ordinance 85-O-11, amending
Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 11:
Schedule XVIII; Residents Parking Only Districts, (Q). District S: eight o’clock (8:00)
A.M. to six o’clock (6:00) P.M. Monday through Saturday for 2500 block of Hurd
Avenue, be considered for review by the Transportation and Parking Committee. He is
requesting staff to conduct a thorough parking survey for a meaningful duration of time
for all affected streets. Alderman Suffredin plans to hold a 6th Ward meeting
exclusively for discussion of parking on the residential streets adjacent to Central Street.
Permit holders and residential streets adjacent to Central Street will be noticed of the
meeting.
Honorable Members of City of Evanston Transportation/Parking Committee:

As you are aware, I have requested a review of “Ordinance 85-O-11 amending Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 11: Schedule XVIII; Residents Parking Only Districts, (Q). District S: eight o’clock (8:00) A.M. to six o’clock (6:00) P.M. Monday through Saturday for 2500 block of Hurd Avenue” be placed on your agenda for the April 25, 2018 meeting.

I am unable to attend. Please accept my apologies and this document to be entered into any public record of these proceedings.

Despite the plain language of the mailed courtesy notice (attached) that this item is for review and not for action, some residents on the 2500 block of Hurd have expressed concerns that there will be immediate changes to this parking zone. I regret any misunderstanding and have attempted to communicate that there is no need to attend the April 25, 2018 meeting because there will be no action proposed or taken.

The notice was mailed to permit holders of the zone on the 2500 Hurd block because that is the sole resident only zone in an area (Ewing to Central Park and Harrison to Hartzell) that has narrow streets and endemic parking congestion. There have been changes to many of the businesses on Central Street since the zone was approved.

An examination of whether the current conditions are equitable for residents of all the streets adjacent to Central Street is warranted and any examination of parking in the area that would not consider the 2500 block of Hurd would be incomplete.

I requested that this be placed on the agenda for the April 25, 2018 meeting for review so that it can be fully researched by city staff, parking surveys of meaningful duration on all affected streets can be conducted and a properly noticed 6th Ward meeting exclusively for discussion of parking on the residential streets adjacent to Central Street can be held.

This committee may then consider the survey of present conditions in the entire area and take further action, as you deem appropriate. My proposed timeline is:

<table>
<thead>
<tr>
<th>Date</th>
<th>Action Description</th>
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<tbody>
<tr>
<td>April 25-June</td>
<td>Staff conducts parking survey</td>
</tr>
<tr>
<td>Sometime between June 18-22</td>
<td>6th Ward meeting with staff present to discuss findings. I will work with staff and residents of all affected streets to find a date time that works for the greatest number possible</td>
</tr>
<tr>
<td>June 27</td>
<td>Return to Transportation/Parking Committee</td>
</tr>
</tbody>
</table>

If staff, residents or the members of this committee feel that the study timeline should be extended to the July 24 meeting, I am open to that as well. My priority is getting an accurate assessment of present conditions in the area and an equitable parking policy for all residents adjacent to Central Street and if changes are to be made for them to be implemented for 2019.
April 18, 2018

Dear Resident/Business Owner:

At the April 25, 2018 Transportation/Parking Committee there will be an item on the agenda to review:

“Ordinance 85-O-11 amending Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 11: Schedule XVIII; Residents Parking Only Districts, (Q). District S: eight o’clock (8:00) A.M. to six o’clock (6:00) P.M. Monday through Saturday for 2500 block of Hurd Avenue”

In the interest of fairness for all Evanston taxpayers, the designation of the 2500 block of Hurd as resident only parking is under review at the request of the 6th Ward Alderman.

You are receiving this notice because you are either a resident or business owner with an address in the proximity of the 2500 block of Hurd Avenue.

The April 25, 2018 Transportation/Parking Committee Meeting will be held from 6:00 pm to 7:00 pm in Room 2404 at the Morton Civic Center, 2100 Ridge Avenue, Evanston, Illinois, 60201.

Sincerely,

Parking Services
Department of Administrative Services
2100 Ridge Avenue
Evanston, Illinois  60201
T  847.448.8116
TTY  847.448.8052
www.cityofevanston.org
Transportation for Evanston (T4E) - Update

Updated proposal for expanded transportation services for older adults and individuals with disabilities

March 5, 2018
SINCE 12/05/17 HUMAN SERVICES COMMITTEE MEETING

- The City sent letters inviting all individuals who have participated in taxicab program since 10/1/16 to focus groups to gain insight and ideas to create the best program for the majority.

- **Conducted focus groups at the following sites:**
  - Ebenezer Primm Towers
  - Fleetwood-Jourdain Community Center (Foster Senior Club)
  - Jacob Blake Manor
  - Levy Center (2) – one focus group provided on Saturday afternoon
  - Over the Rainbow
  - Perlman Apartments
  - Walchirk Apartments
WHAT WE LEARNED FROM FOCUS GROUPS…

• Riders want more service areas and do not want to be limited by the options chosen by the City.

• City must provide education for riders on how to diversify transportation options, how to use a debit/credit card and how to utilize smart technology.

• City should raise the amount of subsidy for lower income riders.

• To maximize program funds, only those who meet income requirements should be able to receive a subsidy.
TWO OPTIONS: COUPONS OR DEBIT/CREDIT CARD

Debit/Credit Card

- The City will match funds the rider loads on the card.
- Rider pays full fare of whatever ground transportation they choose (cab/Uber/Lyft, Amtrak, etc.), to any location in Illinois.
  - Group One: <$15,000/year, riders can load up to $125. City will match up to $125 for a total not to exceed $250 per month.
  - Group Two: $15,001+/year, riders can load up to $75. City will match up to $75 for a total not to exceed $150 per month.
- Unused funds can roll over to the following month, but cannot exceed the card’s total allowable amount.
- The transportation debit/credit card is limited to transportation services only.
- Transportation provider does not know the customer is receiving a subsidy from the City.
- If debit card is lost, it can be replaced within 7-10 business days with same value.
- Cap will allow funds to be distributed among more users as more older adults apply for benefit cards.
TWO OPTIONS: COUPONS OR DEBIT/CREDIT CARD

Taxicab Coupon

- Coupons may only be used in Evanston.
- Cost of coupon will be increased from $4 to $5 (50/50 match to coincide with card match).
- Users allowed 15 – 25 one-way rides/month.
- Program will be re-evaluated in April 2019.
- CJE will continue to accept coupons for riders who need a wheelchair accessible vehicle.

Service areas for CJE will continue door to door service.
TRANSPORTATION OPTIONS WITH DEBIT/CREDIT CARD PROGRAM

- Uber
- Lyft
- GO GO Grandparent
- Metra
- CJE SeniorLife
- Amtrak
- Taxi
- CTA
- RTA

City of Evanston
Parks, Recreation and Community Services
PROGRAM IMPLEMENTATION – TWO PHASES

First Phase (Current Users):

• Current users will be notified of new program/procedures during the week of March 19, 2018.
• Current users will be required to choose which program they would like to participate by April 2, 2018.
• Current users may begin exchanging coupons beginning April 16, 2018 at the Levy Senior Center during regular office hours Mon. through Fri.

Second Phase (All Other Eligible Cardholders)

• All other eligible Benefit Cardholders will be notified of new program procedures during the week of April 30, 2018.
• Ombudsman staff will visit long-term care communities beginning April 2018 to distribute cards and exchange coupons, if applicable.
• Staff will provide educational outreach to users with the assistance of the Age Friendly Evanston Task Force and First Bank and Trust beginning May 2018.
PROGRAM IMPLEMENTATION – DEBIT/CREDIT CARD

• All current users will be notified of the new program procedure during the week of March 19, 2018.

• Users must decide which program they would like to be enrolled and cannot be enrolled in both programs simultaneously.

• If user opts for debit/credit card and has cab coupons, user may transfer amount of the face value of coupons to debit/credit card not to exceed the allowable card amount.

• Any amount over allowable card amount will be credited to user’s account.

• User will be issued benefits based on income. Group One: City will match up to $125 for a total not to exceed $250 per month. Group Two: City will match up to $75 for a total not to exceed $150 per month.
PROGRAM IMPLEMENTATION – TAXICAB PROGRAM

• Users who want to remain on coupon program can exchange coupons for no additional amount until May 31, 2018.

• As of June 1, 2018, users will pay $1 for each coupon not exchanged before May 31, 2018.

• Users can purchase up to 25 coupons (Group One) or up to 15 coupons (Group Two) each month.
OTHER DETAILS

• As of January 2019, riders who are 80+ must provide proof of income to receive a transportation subsidy.

• Riders can contact 311 to learn how to file a complaint against transportation provider.

• Riders can contact 311 to learn the balance on debit/credit card.

• The City will develop a user guide and FAQ for the new program, once fully integrated.

• Tipping is not required, but encouraged; tips can be deducted from the transportation debit/credit card directly. Tips must be given in cash for coupon program.

• Lost/stolen cards can be deactivated by calling 311 during business hours; a replacement card will be mailed within seven to ten business days. Card will not lose its value when replaced.
QUESTIONS?
To: Alderman Melissa Wynne, Chairman  
Members of the Transportation/Parking Committee

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

Subject: Amendment to Resolution 13-R-15 Amending the Purpose and Composition of the Membership of the Transportation/Parking Committee

Date: April 24, 2018

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.

As requested at the March 27, 2018 Committee meeting, staff has provided a matrix for discussion purposes.
<table>
<thead>
<tr>
<th>Committee Name</th>
<th>Resolution Number</th>
<th>Recommendations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking Committee</td>
<td>35-R-93</td>
<td>Six (6) members</td>
</tr>
<tr>
<td>Parking Committee</td>
<td>42-R-97</td>
<td>Seven (7) members</td>
</tr>
<tr>
<td>Parking Committee</td>
<td>33-R-00</td>
<td>Eight (8) members</td>
</tr>
<tr>
<td>Transportation/Parking Committee</td>
<td>5-R-12</td>
<td>Eight (8) members</td>
</tr>
<tr>
<td>Transportation/Parking Committee</td>
<td>13-R-15</td>
<td>Nine (9) members</td>
</tr>
<tr>
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<td></td>
<td>Seven (7) Members</td>
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### Membership

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<tbody>
<tr>
<td>Parking Committee</td>
<td>35-R-93</td>
<td>Two (2) City Council members</td>
</tr>
<tr>
<td>Parking Committee</td>
<td>42-R-97</td>
<td>One (1) Executive Dir. of the Chamber of Commerce</td>
</tr>
<tr>
<td>Parking Committee</td>
<td>33-R-00</td>
<td>Three (3) Evanston Business Owner or Resident</td>
</tr>
<tr>
<td>Transportation/Parking Committee</td>
<td>5-R-12</td>
<td>One (1) Plan Commission Liaison</td>
</tr>
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### Purpose

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<tr>
<td>Transportation/Parking Committee</td>
<td>5-R-12</td>
<td>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.</td>
</tr>
<tr>
<td>Transportation/Parking Committee</td>
<td>13-R-15</td>
<td>Update purpose to include complete streets policy</td>
</tr>
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