CITY COUNCIL REGULAR MEETING

CITY OF EVANSTON, ILLINOIS
LORRAINE H. MORTON CIVIC CENTER
JAMES C. LYTLE COUNCIL CHAMBERS
Monday, November 19, 2018

Executive Session 6:00 p.m
Regular City Council meeting to follow

ORDER OF BUSINESS

(I) Roll Call – Begin with Alderman Wynne

(II) Executive Session

(III) Mayor Public Announcements
       Small Business Saturday, November 24

(IV) City Manager Public Announcements
       Illinois State Fire Marshall Presentation of Award to City of Evanston –
       ISO Class 1 Status

(V) Communications: City Clerk

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

AGENDA

(1) Agreement for Crossing Guards Services with Andy Frain Services, Inc.
Staff recommends that City Council authorize the City Manager to enter into a three-year agreement with Andy Frain Services, Inc. (761 Shoreline Drive, Aurora, IL 60504) to provide crossing guard services in an amount not to exceed $620,662 per year with two one year optional extensions (RFP #18-52). Funding will be from the School Crossing Guards Fund (Account 100.19.1942.61060).
For Action

Staff recommends review and adoption by the City Council of the following fifteen (15) abatement resolutions (Items 2 to 16). The resolutions will abate (decrease) the amount of the 2018 property tax levy needed to retire the outstanding general obligation debt. Generally, abated debt amounts are funded through sources other than property taxes such as TIF incremental revenue, water/sewer receipts, special assessments and parking garage revenues. The City’s total abatement for 2018 is $5,872,660.

(2) Resolution 82-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 82-R-18 abatement for General Obligation Bonds, Series 2010B.
For Action

(3) Resolution 83-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 83-R-18 abatement for General Obligation Bonds, Series 2011A.
For Action

(4) Resolution 84-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 84-R-18 abatement for General Obligation Bonds, Series 2012A.
For Action

(5) Resolution 85-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 85-R-18 abatement for General Obligation Bonds, Series 2013A.
For Action

(6) Resolution 86-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 86-R-18 abatement for General Obligation Bonds, Series 2013B.
For Action
(7) Resolution 87-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 87-R-18 abatement for General Obligation Bonds, Series 2014A.
For Action

(8) Resolution 88-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 88-R-18 abatement for General Obligation Bonds, Series 2015A.
For Action

(9) Resolution 89-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 89-R-18 abatement for General Obligation Bonds, Series 2015B.
For Action

(10) Resolution 90-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 90-R-18 abatement for General Obligation Bonds, Series 2016A.
For Action

(11) Resolution 91-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 91-R-18 abatement for General Obligation Bonds, Series 2017A.
For Action

(12) Resolution 92-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 92-R-18 abatement for General Obligation Bonds, Series 2017C.
For Action

(13) Resolution 93-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 93-R-18 abatement for General Obligation Bonds, Series 2018A.
For Action

(14) Resolution 94-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 94-R-18 abatement for General Obligation Bonds, Series 2018B.
For Action

(15) Resolution 95-R-18, General Obligation Debt Property Tax Abatement
Staff recommends adoption of Resolution 95-R-18 abatement for General Obligation Bonds, Series 2018C.
For Action
(16) **Resolution 96-R-18, General Obligation Debt Property Tax Abatement**  
Staff recommends adoption of Resolution 96-R-18 abatement for General Obligation Bonds, Series 2018D.  
*For Action*

(17) **Ordinance 123-O-18: City of Evanston 2018 Tax Levy**  
Staff requests adoption of Tax Levy Ordinance 123-O-18, which levies the annual property tax for General Fund Operations, Illinois Municipal Retirement Fund (IMRF), Police and Fire Pension Funds, and the General Assistance Fund totaling $31,539,995. The corresponding total for 2017 Levy was $30,101,220.  
*For Action*

(18) **Ordinance 124-O-18: Evanston Library Fund 2018 Tax Levy**  
The Library Board requests adoption of Tax Levy Ordinance 124-O-18, per Library Board action on October 17, 2018, which levies the annual property tax for the Evanston Public Library in the amount of $6,887,755.  
*For Action*

(19) **Ordinance 125-O-18: Solid Waste Fund 2018 Tax Levy**  
Staff requests adoption of Tax Levy Ordinance 125-O-18, which levies the annual property tax for the Solid Waste Fund in the amount of $836,735.  
*For Action*

(20) **Ordinance 126-O-18: Special Service Area #4 2018 Tax Levy**  
Staff requests adoption of Tax Levy Ordinance 126-O-18, which levies the annual property tax for Special Service Area #4 in the amount of $535,714.  
*For Action*

(21) **Ordinance 127-O-18: Special Service Area #6 2018 Tax Levy**  
Staff requests adoption of Tax Levy Ordinance 127-O-18, which levies the annual property tax for Special Service Area #6 in the amount of $225,510.  
*For Action*

(22) **Ordinance 117-O-18, Amending Section 7-12-17 Increasing the Meter Charges and Water Rates**  
Staff recommends that City Council adopt Ordinance 117-O-18, which would increase the water meter charges and water rates by eleven percent (11%).  
*For Action*

(23) **Ordinance 118-O-18, Amending Section 7-13-3 Decreasing the Sewer User Rates**  
Staff recommends that City Council adopt Ordinance 118-O-18, which would decrease the sewer user rate by 7.5%, from $3.66 to $3.39 per billing unit (100 cubic feet of water consumed).  
*For Action*
(24) **Ordinance 128-O-18, Amending Title 8, Chapter 4, Municipal Solid Waste and Increasing the Sanitation Service Charges**

Staff recommends City Council adoption of Ordinance 128-O-18, modifying Title 8, Chapter 4 of the City Code for Municipal Solid Waste increasing the service charges for refuse collected in 95 and 65 gallon roll out carts by 15%, the collection of refuse from condominiums by 2.3% and the charges for special pick-ups beginning January 1, 2019.

**For Action**

(25) **Ordinance 130-O-18, Amending Section 7-2-6 (G), Moving Vehicle Parking and Storage Containers on Public Ways**

Staff recommends that City Council adopt Ordinance 130-O-18, which would increase the fee to allow public parking spaces and/or other public right-of-way to be reserved for loading and unloading of moving vehicles and storage containers without obstructing traffic flow from $100.00 to $120.00 beginning January 1, 2019.

**For Action**

(26) **Ordinance 134-O-18, Amending Subsections 10-4-5-2(B)(7) and (11) “Parking in Predominately Residential Areas”**

Staff recommends City Council adopt Ordinance 134-O-18, amending City Code subsections 10-4-5-2(B)(7) and (11) “Parking in Predominately Residential Areas” to amend the permit renewal date and increase the residential parking permit from $15.00 to $30.00.

**For Action**

(27) **Ordinance 142-O-18, Amending Title 10, Motor Vehicles and Traffic, Chapter 11, Traffic Schedules, Section 17, Schedule XVII: Parking Violation Penalties**

The Transportation & Parking Committee and staff recommend City Council adoption of Ordinance 142-O-18, amending City Code Section 10-11-17, Schedule XVII, Parking Violation Penalties increasing the fine for a street sweeping violation by thirty five dollars ($35) to seventy five dollars ($75) with a fifty dollar ($50.00) additional penalty if paid after the expiration of twenty-one (21) days following issuance of a final determination of liability. A policy change regarding towing procedures will accompany this change to reduce the financial hardship and inconvenience that vehicle owners currently endure as part of sweeping operations. Staff also recommends increasing the fine for an expired parking meter by five dollars ($5) to twenty-five dollars ($25) effective January 1, 2019 as part of the FY2019 budget proposal.

**For Action**
(28) Ordinance 145-O-18, Amending Various Sections of Title 10, Chapter 11, Section 12 “Parking Meter Zones”
Staff recommends City Council adopt Ordinance 145-O-18, amending various sections of Title 10, Chapter 11, Section 12 “Parking Meter Zones” adding Sunday enforcement from one o’clock (1:00) p.m. to nine o’clock (9:00) p.m., increasing the rate of all two (2) hour meters from one dollar ($1.00) per hour to one dollar fifty cents ($1.50) per hour, all long term meters from twenty-five cents ($.25) per hour to fifty cents ($.50) per hour and all twenty (20) minute meters from twenty-five cents ($.25) to fifty cents ($.50) beginning March 1, 2019 with an automatic increase to two dollars ($2.00) per hour and fifty cents ($.50) per fifteen (15) minutes on January 1, 2020. The cost of replacement stickers and reprogramming the parking meters will be paid for through the Parking Fund.
For Action

(29) Ordinance 143-O-18, Amending “Schedule of License Fees” of City Code Section 10-8-3(A) – “Wheel Tax”
City staff requests City Council adoption of Ordinance 143-O-18 amending Section 10-8-3(A), “Schedule of License Fees”, increasing the annual license fees by $10.00.
For Action

(30) Ordinance 148-O-18, Amending Section 3-25-2 “Imposition of Tax” to Increase the Real Estate Transfer Tax for Transactions with a Sale Price over $1,500,000
Staff recommends City Council adoption of Ordinance 148-O-18, amending City Code Section 3-25-2, “Imposition of Tax” to increase the Real Estate Transfer Tax for sales with a price over $1,500,000.01. For sale prices: up to $1.5 million the tax is $5.00 for every $1,000 of value; from $1,500,000.01 to $5 million the tax is $7.00 for every $1,000 of value; and prices at $5,000,000.01 or more the tax is $9.00 for every $1,000 of value.
For Action

(31) Ordinance 136-O-18, Expediting Planning & Zoning Review and Building Permits
Staff recommends adoption of Ordinance 136-O-18, amending Ordinance 125-O-17 regarding the City of Evanston Permit Fee Schedule. The proposal will create an application and fee schedules for expediting permit and plan review services.
For Action

(32) Ordinance 135-O-18, Amending Section 3-2-4 “Hotel-Motel and Vacation Rental Tax” to Add Bed and Breakfast Establishments
Staff recommends adoption of Ordinance 135-O-18, amending Section 3-2-4 “Hotel-Motel and Vacation Rental Tax” to add Bed and Breakfast Establishments.
For Action
(33) **Ordinance 137-O-18, Amending Title 5, Chapter 9, Licensing of Vacation Rentals**
Staff recommends adoption of Ordinance 137-O-18, amending Ordinance 50-O-13 to improve compliance with vacation rental licensing requirements. Staff proposes to increase vacation rental licensing fees to align with cost of administering the program.

**For Action**

(34) **Ordinance 141-O-18, Amending Rental Registration of Rental Residential Buildings to Include Inspection Requirements and Add Accessory Dwelling Units**
Staff recommends approval of Ordinance 141-O-18 Amending Rental Registration of Rental Residential Buildings to include inspection requirements and the addition of accessory dwelling units. This amends the rental registration process to include a fee of $200 for the initial inspection and registration of existing dwelling units, including accessory dwelling units (ADUs)/coach houses, and a fine from $75 to $375 for renting an unregistered unit following the “amnesty period.” These changes, including the fee structure, were approved unanimously by City Council on October 29, 2018.

**For Action**

(35) **Ordinance 133-O-18, Amending Section 3-2-19, “Transportation Network Company Tax”**
City staff requests City Council adoption of Ordinance 133-O-18, Amending Section 3-2-19 of the Evanston City Code, “Transportation Network Company Tax.” The Ordinance adds the definition of shared rides, solo rides, and wheelchair accessible rides and increases the fee assessed for a solo ride from twenty cents ($.20) to forty-five cents ($.45) per solo ride in a transportation network vehicle. Wheelchair accessible rides are exempt from the fee and the fee assessed for a shared ride remains at twenty cents per ride ($.20).

**For Action**

(36) **Resolution 101-R-18, Approving the 2019 Fiscal Year Budget of the City of Evanston**
Staff recommends approval of Resolution 101-R-18 adopting the FY 2019 Budget of the City of Evanston, in the amount of $319,155,950.

**For Action**

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

7 of 273
(IX) Adjournment

MEETINGS SCHEDULED THROUGH NOVEMBER 2018
Upcoming Aldermanic Committee Meetings

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<tr>
<th>Date</th>
<th>Time</th>
<th>Committee</th>
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<tr>
<td>11/21/2018</td>
<td>6:30 PM</td>
<td>M/W/EBE Committee - CANCELED</td>
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<tr>
<td>11/26/2018</td>
<td>6:00 PM</td>
<td>Administration &amp; Public Works, Planning &amp; Development and City Council</td>
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<tr>
<td>11/28/2018</td>
<td>6:00 PM</td>
<td>Transportation &amp; Parking Committee</td>
</tr>
<tr>
<td>11/28/2018</td>
<td>7:30 PM</td>
<td>Economic Development Committee - CANCELED</td>
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Information is available about Evanston City Council meetings at: www.cityofevanston.org/citycouncil. Questions can be directed to the City Manager’s Office at 847-866-2936. The City is committed to ensuring accessibility for all citizens. If an accommodation is needed to participate in this meeting, please contact the City Manager’s Office 48 hours in advance so that arrangements can be made for the accommodation if possible.
Memorandum

To: Honorable Mayor and Members of the City Council

From: Erika Storlie, Assistant City Manager/Administrative Services Director
       Jill Velan, Parking Division Manager

Subject: Agreement for Crossing Guards Services with Andy Frain Services, Inc.

Date: November 16, 2018

Recommended Action
Staff recommends that City Council authorize the City Manager to enter into a three-year agreement with Andy Frain Services, Inc. (761 Shoreline Drive, Aurora, IL 60504) to provide crossing guard services in an amount not to exceed $620,662 per year with two one year optional extensions (RFP #18-52).

Funding Source
100.19.1942.61060 School Crossing Guards

Summary
At the July 30, 2018 City Council Meeting, staff presented information regarding the City’s Crossing Guard Program which has provided services to Evanston’s schools for over 37 years.

In October, the City published Request for Proposal (RFP) 18-52 for Crossing Guard Services. As part of the requirements for the RFP, respondents must hire all current City of Evanston Crossing Guards at their current rate of pay ($20/hour). The City received four responses to RPF 18-52:

<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Andy Frain Services</td>
<td>$620,662</td>
</tr>
<tr>
<td>All City Management Services</td>
<td>$650,560</td>
</tr>
<tr>
<td>Cross Safe</td>
<td>$672,624</td>
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<tr>
<td>Vets Securing America</td>
<td>$939,362</td>
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</table>

Staff is recommending the City Council enter into an agreement with Andy Frain Services to administer the crossing guard program for the City. Andy Frain Services has been an Illinois based company since 1924 and currently provides crossing guard services to eighteen municipalities in the Chicago Metropolitan Area.
Andy Frain Services will be hiring current City of Evanston Crossing Guards at their current rate of pay ($20/hour). When recruiting for crossing guards in the future Andy Frain Services will first seek to hire Evanston residents. In addition, they have agreed to hold their contract price for five years.

Crossing guards are provided at 52 locations covering Evanston School District 65, ETHS, Charvialle Montessori, and 2 Parochial Schools. Specifically, there are up to 59 part-time staff, 57 of which are assigned to the 52 crossing locations leaving 2 staff as substitutes. The current rate of pay is $20.00 per hour with a guarantee of 1 hours per shift (morning, afternoon) throughout the entire school year which is approximately $7,300 per year per staff member. The program is overseen by the Parking Division Manager, with the daily operational oversight conducted by the Parking Operations Coordinator. The Human Resources Division provides administrative support related to hiring, advertising and processing of candidates. In addition, Parking Enforcement Officers provide substitution for crossing guard absences when needed.

Currently the budget to maintain 59 crossing guards for seasonal pay and equipment is $442,000. This basic cost does not include other costs incurred to support the program such as administrative expenses provided by the Parking Operations Coordinator and other staff. The staff time spent on administration is compounded when there is turnover among the part-time staff. For instance, in 2016 the turnover was twelve crossing guards and nineteen in 2017. So far since the start of the 2018/2019 school year the City has yet to be at full staff for the Crossing Guards. At the start of the year we had 49 positions filled, 6 that have already turned over, and currently we are looking to fill 8 more positions.

Turnovers (vacancies) create gaps in crossing guard coverage that require other City staff to perform those duties. In this case, substitutions are provided by Parking Enforcement Officers (PEOs). For 2017, PEOs provided crossing guard coverage for 686 hours; by the end of 2018 they will have provided crossing guard coverage for roughly 786 hours. In addition, for the PEOs to provide substitute crossing guard services, the PEOs are unable to enforce parking throughout the city.

Currently, the scheduling of PEO’s is dictated by crossing guard coverage instead of parking enforcement hours. If the service is contracted, the PEO schedule could be adjusted to better accommodate enforcement hours. Additionally, with the PEO’s freed up to do enforcement, this model will bring in additional revenue for the City above the cost of contracting the service. We estimate the additional revenue to be $50,000 annually.
<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
</table>
| **Crossing Guard Salaries/Equipment** | $440,000 | $442,000 | $443,000 |}
| **Administrative/HR Costs**   | $27,000  | $33,000  | $38,000  |
| **Parking Enforcement Costs** | $30,000  | $35,000  | $40,000  |
| **Revenue Loss (Citations)**  | $171,000 | $222,000 | $260,000 |
| **Total costs:**              | **$668,000** | **$732,000** | **$781,000** |

Over the last ten years many communities in the surrounding area have chosen to contract this service to improve reliability, reduce liability and reduce expenses. These communities include: Glenview, Glencoe, Schaumburg, Westmont, Oak Park, River Forest, DeKalb, Oak Lawn, Barrington, Carol Stream, Bolingbrook, Addison, Cary, Hinsdale, Crystal Lake, Hanover Park, Lombard, Mt. Prospect, and Wheeling.

Attachments

Andy Frain Services Response to RFP 18-52
Response to the City of Evanston
Request for Proposal 18-52 for Crossing Guard Services

Presented to:
City of Evanston Purchasing Office
Room 4200
Lorraine H. Morton Civic Center
2100 Ridge Avenue
Evanston, IL 60201

Thursday, October 25, 2018

Prepared by:
David H. Clayton
President/CEO/Owner
Andy Frain Services, Inc.
761 Shoreline Drive
Aurora, IL 60504
630-820-3820
City of Evanston
Crossing Guard Services

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Dear City of Evanston Purchasing Office,

Thank you for the opportunity to respond to the referenced project and present our company, Andy Frain Services, Inc. ("Andy Frain") to the City of Evanston ("City").

Evolving from a local stadium management and security organization, Andy Frain has emerged as a national leader providing security and event services to some of America’s largest corporations, universities and government facilities. Our philosophy is to be a good corporate citizen and to maintain strong employee retention by believing in the dignity of our work and maintaining respect for the individual. This philosophy has resulted in a 97% customer retention rate over the past 18 years.

Andy Frain Services is a SAFETY Act Certified company, comprised of seven divisions:

1. **Commercial Security** – Providing security officers and screening of personnel and materials for commercial sites, educational facilities and courthouses.
2. **Sports & Entertainment** – Providing security officers, parking attendants, ushers, ticket takers, guest relations, and concierge personnel for events and public assembly venues.
3. **Transportation Security** – Providing security officers and screening of cargo, packages and personnel for airlines, cargo (air, land, and marine) terminals and the pleasure cruise industry.
4. **Managed Properties/Retail Security** – Providing trained and capable security officers who meet the specific safety and security needs of the tenants and customers of a shopping center.
5. **Package/Cargo Screening** – Provide multi-faceted screening strategies of cargo, packages and personnel for airlines, cargo terminals (air, land, and marine), and rail yards.
6. **International** – Providing the divisional service specifics to the International space of our existing Partners.
7. **Technology** – Prism eSolutions provides industry specific audit, compliance, document management, incident management, reporting and training applications in the educational, financial, government, healthcare, manufacturing and service sectors.

With a very strong base of customers in the hospitality industry, port operations and transportation industries, Andy Frain is highly familiar with what it takes to make the public feel fully welcomed while still maintaining a high level of safety and security.

Andy Frain has a proven history of performing similar contracts in highly regulated industries. We have invested heavily in our infrastructure and employees to ensure that we are able to meet our contractual obligations while mitigating the risk to our company and to our clients. This investment includes, but is not limited to:

1. Automated auditing and compliance monitoring of contract requirements, Key Performance Indicators (KPI), local/state/federal requirements, and employee safety using Prism eSolutions equation® ASP software.
2. An automated scheduling, payroll and billing process (Celayix) to ensure that posts are filled, our employees are paid correctly and on-time, and our clients are billed properly and on-time to ensure cash flow.

3. Strategic partnerships with leaders in the human resources (People®), background investigations (InfoMart and Guidepost Solutions), technology (Prism eSolutions) and financial (West Suburban Bank) industries to ensure quality, consistent performance.

4. Training of our employees in the areas of security, safety, professional demeanor and the specific requirements of our client’s facilities and operations.

Andy Frain has received and acknowledges the addenda provided by the City of Evanston.

Andy Frain is an authorized ISP – IDFPR Livescan Fingerprint Vendor and can efficiently generate the needed Livescan transactions for the City of Evanston account.

All City of Evanston Crossing Guard equipment should be transferred to Andy Frain Services for continued use in the operation.

We trust that you will find our response thorough, accurate and complete, and we hope to be afforded an opportunity to present our abilities and qualifications more fully to the selection committee for the City.

Sincerely,

David H. Clayton
President/CEO/Owner
Andy Frain Services, Inc.
761 Shoreline Drive
Aurora, IL 60504
630-820-3820
B. Qualifications and Experience of Firm and/or Team

Founded in 1924, Andy Frain is an American owned, international security organization with 48 branch offices and service locations throughout the United States. Our 94-year old company is privately held and managed from our corporate office in Aurora, Illinois and expanded its business portfolio in 2009 to include a technology company, Prism eSolutions. Andy Frain is licensed to provide security services in all 50 states. Members of the Frain family remain active in the company to ensure Andy Frain’s legacy of “Customer Service is Every Employee’s Job” remains part of our core business philosophy.

<table>
<thead>
<tr>
<th>Business Information</th>
<th>Andy Frain Services, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Andy Frain Services, Inc.</td>
</tr>
<tr>
<td>Contact Name</td>
<td>Ed Millard</td>
</tr>
<tr>
<td>Contact Title</td>
<td>Education Services Director</td>
</tr>
<tr>
<td>Contact E-mail Address</td>
<td><a href="mailto:emillard@andyfrain.com">emillard@andyfrain.com</a></td>
</tr>
<tr>
<td>Company Mailing Address</td>
<td>761 Shoreline Drive, Aurora, IL 60504</td>
</tr>
<tr>
<td>Company Telephone Number</td>
<td>630 820 3820</td>
</tr>
<tr>
<td>Company Fax Number</td>
<td>630 820 3819</td>
</tr>
<tr>
<td>Company Website Address</td>
<td><a href="http://www.andyfrain.com">www.andyfrain.com</a></td>
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<tr>
<td>Number of Employees (company)</td>
<td>12,000+ Nationally</td>
</tr>
<tr>
<td>Years of Experience</td>
<td>94</td>
</tr>
<tr>
<td>Number of U.S. Offices</td>
<td>48 Branch Offices Nationally</td>
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</table>
City of Evanston

Our History

Andy Frain was founded in 1924 by Andrew T. Frain, an entrepreneur who was certain that he could solve the perennial gate crashing problem at Chicago Stadium hockey games. With a small group of professional ushers, he created an atmosphere of authority the stadium had never seen.

The traditional blue and gold uniforms became a hallmark for the professionalism and superior customer service that Andy Frain employs to this day, over 90 years later.

Today, Andy Frain is an American-owned professional services company with a rich history in serving the country, notably at important events such as the Olympics, the Pope’s visit to Chicago, dozens of professional sports national championships and 20 national political conventions, to name a few. Our company has grown by reputation, not by acquisition, with 48 branch office and service locations throughout the U.S.

Our philosophy is to be a good corporate citizen and to maintain strong employee retention and recognition programs by believing in the dignity of our work and maintaining respect for the individual.

Andy Frain’s size, financial strength and business philosophies allow us to be responsive to customer needs and to adapt quickly to the ever-changing business environment. We regularly compete against much larger, publicly held or foreign owned, security companies, and our success is evidenced by the major universities and Fortune 100 companies that we maintain as customers. Our clients can interface directly with Andy Frain’s owners and senior executives to ensure swift and appropriate response to important business needs.

Andy Frain’s method for contract service begins with a focus on people. We invest in our managers and security officers so they are trained and capable of living our tradition of “Customer Service is Every Employee’s Job”. Our on-going system of quality audits ensures our customers a high level of service. We continually strive to develop new programs that will improve service and add value for our customers. This client centric business model has a proven record of successful delivery of customer service, security and technology.

Our Resume

- Founded in 1924 - Present management has been in place since 1986
- 45 Branch / Operations offices
- Over 12,000 trained & capable employees
- Provide safe, secure environment for more than 20 million people annually
- Serve 35 major sports arenas, venues, universities, public buildings
- Provide security to more than 400 commercial/businesses
- Package & Cargo screening at 98 locations
- Security check more than 1 million trucks a year
- Integrated Client Centric Solutions
City of Evanston  
Divisions of Andy Frain Services  

**Commercial Security** – Provides trained and capable crossing guards, security officers and screening personnel for government facilities, business and industrial clients, cultural facilities, education facilities, hotels, residential properties, and other public facilities across the nation. We provide solutions for access control, vehicle patrol, reception/concierge, perimeter/walking patrol, temporary security coverage, background screening, bicycle patrol, EMT/first responder, control room/CCTV monitoring and personnel, vehicle and package screening.

**Sports & Entertainment** – Providing trained and capable security officers, customer service personnel, parking attendants, ushers, ticket takers, guest relations, and concierge personnel for events and public assembly venues. Andy Frain provides crowd engineering services, venue deployment security and event planning for professional and collegiate sporting venues and events, including the United States Golf Association and United States Tennis Association championships, NASCAR, NFL, NBA, NHL, MLB, concerts, stadiums and arenas, state fairs, festivals and expositions, and conventions and trade shows.

**Transportation Security** – Providing trained and capable security officers to control access to secure areas (i.e. SIDA), and workplaces near or proximate to secure areas regulated by TSA, USCG, DHS, etc. Additionally, the company provides contraband interdiction services to ensure a safe and secure workplace for those regulated areas, commuter terminals and the pleasure cruise industry. Andy Frain’s Transportation Security Division specializes in security programs with government-regulated entities.

**Managed Properties / Retail Security** – Provides trained and capable security officers who meet the specific safety and security needs of the tenants and customers of a shopping center. Andy Frain understands that no two retail facilities are alike and we customize our implementation, training, and operations plans specific to the needs of our clients. Andy Frain also understands the need for continual communication and reporting. We provide access control, command and control, customer service, vehicle patrol, bicycle patrol, foot patrol and emergency response.
City of Evanston

**Package / Cargo Screening** – Provide multi-faceted screening strategies of cargo, packages and personnel for airlines, cargo terminals (air, land, and marine), and rail yards. Focusing on securing the global supply chain, it is specific to private industry under the guidelines and processes developed by TSA as well as company internal non–TSA security and safety objectives.

**International** - Providing the divisional service specifics to the International space of our existing Partners.

**Technology** – Prism eSolutions, a wholly owned subsidiary of Andy Frain, provides industry specific audit, incident management, document management, compliance, reporting and training applications in the educational, financial, government, healthcare, manufacturing and service sectors. Our technology platform has helped hundreds of companies achieve and maintain various ISO Certifications. This value-added component provides technical and compliance expertise; a unique differentiator in our ability to support our clients.
City of Evanston

Our Core Business Philosophies

Andy Frain’s core business philosophy is that when you treat people with courtesy, dignity and respect, they will be motivated to deliver quality service. This philosophy is echoed in our mission statement which states that “We are committed to living the tradition of Customer Service is Every Employee’s Job.”

We believe the quality of our service is dependent upon hiring the right person for the right job and ensuring that they are trained and capable to perform the assigned tasks and committed to providing superior customer service. In short, we hire for attitude and train for skill because great security is a by-product of great customer service.

We select the right people for the job, from the communities we serve, and ensure that they are treated with dignity and respect and are trained and capable to deliver superior customer service in accordance with contract requirements and local, state and federal regulations.

We also take great pride in being a good corporate citizen; recruiting employees from the communities we serve while making charitable contributions to those communities as well.

Andy Frain has also been recognized as a “Patriotic Employer” by the National Committee for Employer Support of the Guard and Reserve.

Our owners and senior executives are actively involved in the oversight of our contracts and, if necessary, run towards problems to ensure that they are resolved to our clients’ satisfaction. Our vertical markets emphasize our “customer-centric” approach to service. This approach is summarized as follows:

- **We will demonstrate understanding by and perspective by:**
  - Knowing our clients’ business models, recent performance and strategic priorities
  - Proactively addressing our client’s concerns and issues

- **We will understand and exceed service expectations by:**
  - Learning our clients’ cultures
  - Delivering timely, quality and service consistent with our clients’ culture

- **We will provide the right people:**
  - Compatible with the clients’ culture
  - Committed to providing superior customer service

- **We will provide industry insight by:**
  - Providing management technically qualified and knowledgeable about the clients’ industry
  - Maintaining positive industry affiliations and networks

Our Equipment

Andy Frain maintains a warehouse of screening equipment – hand-held metal detectors, walk-through metal detectors and x-ray machines – at our office in Houston. Should there be a need for enhanced security screening, this equipment, and trained operators, could be made available to the City facilities on short notice.
City of Evanston  
Crossing Guard Services

Our Technology

At Andy Frain, we pride ourselves in our ability to integrate technology into our services, whether that technology is client owned, proprietary, custom built or off the shelf. Owning a technology company, Prism eSolutions, provides us with unprecedented flexibility to adapt software programs to the needs of our clients.

The following are some of the technologies that we have successfully integrated into our service.

- **Equation® ASP** – a software product of Prism eSolutions, a wholly owned subsidiary of Andy Frain, Equation® ASP provides industry specific audit, compliance, document management, incident management, reporting and training applications.
  - **Employee Performance Index (EPI)** – a web-based tool that allows managers, supervisors and clients to quickly and easily evaluate their security officer’s appearance, performance and knowledge using a smartphone or tablet.
  - **Redi-Trak** – a web-based incident management system that captures, notifies and tracks incidents in real time allowing you to minimize risk, detail documentation of the incident, provide an audit trail of actions, responsiveness and close outs of the activity. *The platform has launched: Redi-Trak Suite specializes in situational awareness solutions.*
  - **Workforce Management System (WMS)** – WMS brings together innovative beacon technology and allows for end-to-end personnel and checkpoint visibility.

- **Time Clock** – a web-based product of Prism eSolutions which allows our employees to clock in and out for each shift they work. The Time Clock can be accessed from any computer, tablet or smart phone, using the AFS Mobile website.

- **Pocket Guide** – a web-based product of Prism eSolutions, the Pocket Guide takes your security program (Post Orders, Emergency Response Guidelines, etc.) from the desk and delivers it to a tablet or smart phone.

Incorporating technology into our service allows our trained and capable security officers to more efficiently and effectively provide the contracted services as well as many other services which benefit our clients. Additionally, particularly through the use of Equation® ASP and AFS Mobile Andy Frain clients are able to monitor contract Key Performance Indicators (KPI) and incidents in near real time to ensure that we are compliant with contract requirements and local, state and Federal regulations.
Staff Uniform

Uniforms make an important statement. Everyone is impressed when they see a soldier at the airport returning home in their tan camouflage uniforms. It represents a commitment to country and commands respect. At Andy Frain, we have worked with our customers to select a style and color of uniform that best represents the image they want to communicate to their customers.

It is our intent to work with the City to select a grouping of uniforms that will best meet the needs of the City including the incorporation of the general and specialty security services. Seasons of the year will certainly dictate certain type of outerwear which will be included as needed.

Please see below for the examples of uniforms we use at specific locations. As you can see, we use different types of uniforms to signify the difference between staff. Our uniform examples included below are customizable and negotiable with the City to meet the needs on the RFP requirements.
Andy Frain uses a proven combination of facilitator led courses, web based instruction and video instruction to ensure that our security officers are trained and capable. The facilitator lead, online and video instruction is a combination of proprietary materials, commercially available materials and materials developed by the United States Department of Homeland Security.

Training typically falls into the following categories:

- **Pre-Employment** – Any training required for state licensing.
- **Orientation** – *First Impressions* – the familiarization of a new or transferred employee to Andy Frain and the client location.
- **Initial Training/Basic Job Training/On the Job Training (O-J-T)** – The initial instruction of a new or transferred employee in safe job procedures for the work assigned.
- **Ongoing Training** – Planned training which upgrades knowledge, skills or abilities, resolves problems or is provided for professional development.
- **Recurrent/Refresher Training** – Training necessary to ensure compliance with state regulation or client contract and or for professional development.
- **Individual Contact/Coaching** – The unplanned training session conducted by a supervisor with an employee.

Each training session employs a combination of “tell, show, involve.”

- **Tell** – explain it in words.
- **Show** – demonstrate it live or use pictures, video, etc.
- **Involve** – practice it, perform it correctly.

It is not enough for the security officer to simply know the new material or method. They must be able to apply what they know and do it on a consistent basis and adapt to situations as they arise. Therefore, we evaluate the effectiveness of the training from start to finish.

- **Pre – Test** – determines knowledge or skills through written exam or performance test.
- **Mid – Course** – ensures that knowledge and skills are being understood/applied and, if necessary, adjust.
- **Post – Test** – determines improvement of knowledge or skills through written exam or performance test.
- **Comfort – Level** – determines how confident the security officer is in their new-found knowledge or skills and assists as necessary.
Many companies will tell you that they emphasize customer service or have customer service training programs. However, since 1924, customer service has been more than a chapter in a training manual or a catch phrase to Andy Frain, it is a demonstrable part of our culture as evidenced by our history, and most recently, the International Customer Service Award won by the Amway Center (www.amwaycenter.com) due in no small part to the superior customer service provided by 650 Andy Frain employees.

Our culture of service is reflected in our mission statement:

“Our goal to exceed customer expectations is driven by the belief in the dignity of work and respect for the individual. We are committed to living the tradition of... “Customer Service is Every Employee’s Job.”

Great security is a by-product of great customer service. Patrons who experience great customer service feel compelled to follow rules and cooperate with staff.

We honor our mission through our proprietary First Impressions program. First Impressions is more than customer service training; it is an immersion into our culture. First Impressions is about how you conduct yourself as a professional, how you treat others and how you create a world-class experience for everyone in everything that we do. The First Impressions culture emphasizes our commitment to exceeding expectations in all our roles that interact with our customers (clients, guests, employees and our coworkers).

Each First Impressions program session includes:

• A client specific First Impressions training workbook, developed in coordination with our clients. The security officer keeps the workbook and can write notes and reference them well after the training session has been completed.
• Role-play exercises, mutually agreed upon with the client, which emphasize safety, situation, service, solution and sincerity. Each security officer demonstrates a thorough understanding of their duties and how to do them promptly, correctly, pleasantly and safely while exceeding customer expectations.
• A written examination, mutually agreed upon with client, ensures that each security officer understands their duties and responsibilities.

Andy Frain uses our proprietary software, equation® ASP and the Employee Performance Index (EPI), to ensure compliance with training requirements, measure the mutually agreed upon Key Performance Indicators (KPI) and audit the knowledge, skills and abilities of our security officers assigned to our client facilities.
Andy Frain creates client specific First Impressions programs for our client which incorporate the following keys to providing superior customer service. We have selected slides from multiple client-specific programs which demonstrate this.

**Safety** – Our security officers are responsible for the safety of all customers and the quality of customer service each customer is treated with. Security, the safeguarding of people and property is an integral part of Safety. Our security officers consistently demonstrate that security and customer service are not mutually exclusive; we can safeguard people and property and still deliver superior customer service.

**Service** – Each customer that we work with, we have the same goal; to exceed our customers’ expectations. To do so, we ensure that all our security officers know their position, their duties and responsibilities, their property, their appearance standards and how to interact with guests beyond their expectations. Great security is a by-product of great customer service.

**Situation** – We understand that our security officers may encounter a diverse array of situations; each situation should be handled appropriately and in accordance with our customer’s established policies and procedures. To ensure our security officers are properly trained and confident in handling various situations each manager and supervisor will train their security officers for various scenarios and emergency situations.

**Solution** – To make sure all our security officers are successfully trained our managers and supervisors incorporate problem solving procedures and role play into our training. Additionally, we audit our security officers to ensure that they understand their duties and responsibilities and how to do them promptly, correctly, pleasantly and safely.

**Sincerity** – Security officers are trained to handle various situations while maintaining composure, authenticity, and compassion for customers. Security officers will acquire teamwork and communication skills throughout the training process that will help them grow as individuals and as part of the Andy Frain team.
City of Evanston  
Initial Training – Transition  

Andy Frain Services will provide each crossing guard with an orientation training session along with an on-going training program.

The Basic Training Package consists:

- Review of the Crossing Guard Job Description
- A PowerPoint Crossing Guard Training Presentation
- A Crossing Guard Training Video
- Distribution of Andy Frain Crossing Guard Hand Book
- Crossing Guard Best Practices Guide based on the National Center for Safe Routes to School documentation

The Field Supervisor will provide a field training, mentoring, quality, and audit process for the New Hire Crossing Guard.

The Andy Frain training program will be Customer and Site-centric. Andy Frain will work with the customer on incorporating their existing training into the overall training program.
City of Evanston  
Employee Performance Index (EPI) Overview

To ensure we are providing a trained and capable staff, we implemented our Employee Performance Index (EPI) tool. The Site Supervisor will be responsible for, at minimum, weekly quality and compliance audits of the security officers assigned to the City using equation® ASP and KPI mutually agreed to. The audit results are made available to the City in near real time through the reporting function of the software and will become part of each employee’s record.

The EPI tool is very user-friendly. The Supervisor selects the security officer and post assignment on a smart phone or tablet and makes observations regarding the security officer and may also ask questions about the branch. **The Supervisor uses the interaction with the security officer as an opportunity to raise the security officer’s awareness about their assigned post.** In this way, the City and Andy Frain management will have constant and meaningful metrics on the results of our ongoing training and management.

The following EPI is used for our security officers in a shopping center environment.

Sample – EPI Observations

1. The Supervisor (“evaluator”) enters the date, job site or facility and the security officer’s name.

2. The evaluator then enters the security officer’s assigned post, his or her name and then makes observations about the security officer’s appearance. Any observation that the evaluator believes “exceeds” the minimum requirement must be explained.
3. The evaluator makes additional observations regarding the security officer’s appearance and performance.

4. The evaluator also can take a photograph of the security officer’s uniform or working conditions and attach them directly to the report.

Sample – EPI Questions

5. The evaluator then asks the security officer a series of questions about his or her duties and provides and, based on the security officer’s answer, provides a score of “Does Not Meet Expectations,” “Below Expectations,” or “Meets Expectations.”

6. Questions can be adapted to the specific requirements of the City and updated weekly or monthly as mutually agreed upon. Questions can also be updated quickly in response to local or world events to ensure the security officer’s understanding.
City of Evanston
Crossing Guard References
Dr. David Hill
Associate Superintendent
CCSD93 – Village of Carol Stream
230 Covington Dr. Bloomingdale, IL 60108
Phone: 630-539-3290
Fax 630-539-3450
Email: hilld@ccsd93.com
Services: Crossing Guards – 26 Sites – 30 Guards
Dates of Service: 2008-Current

Deputy Chief Mike Uplegger
Acting Chief
City of West Chicago – Police Department
325 Spencer Street West Chicago, IL 60185
Phone: 630-293-2222
Fax: 630-293-2221
Email: muplegger@westchicago.org
Services: School Crossing Guard Services – 8 sites – 12 Guards
Dates of Service: 2008-Current

Ken Teppel
Director of Public Safety
Village of Bolingbrook
375 W. Briarcliff Road Bolingbrook, IL 60440
Phone: 630-226-8650
Fax: 630-226-8411
Email: kteppel@bolingbrook.com
Services: School Crossing Guard Services – 19 sites – 22 Guards
Dates of Service: 2010-Current

Chief Anthony Ambrose
Chief of Police
Village of Oak Park
123 Madison Street Oak Park, IL 60302
Phone: 708-358-5652
Fax: 708-358-5107
Email: aambrose@oak-park.us
Services: School Crossing Guards – 30 sites - 34 Guards
Dates of Service: 2010-Current
City of Evanston
Roy Newton
Chief of Police
Village of Lombard
255 E. Wilson Ave.
Lombard, IL 60148
Phone: 630-620-5700
Dates of Service: 2011-Current

Division Chief Dan Vittorio
Administrative Services
Village of Oak Lawn
Oak Lawn Police Department
9446 S. Raymond Ave.
Oak Lawn, IL 60453
Office: 708-499-7727
Email: dvittorio@oaklawn-il.gov
Dates of Service: Oak Lawn is a new client in 2018

Municipal Clients in Illinois
The City of West Chicago
The Village of Bolingbrook
The Village of Oak Park
The Village of Lombard
The Village of Hanover Park
The Village of Westmont
The Village of River Forest
West Chicago Library
The Village of Glenview
The Village of Schaumburg
The City of Crystal Lake
The Village of Cary
The Village of South Elgin
The Village of Steger
The Village of Oak Lawn
The Village of Glencoe
The Village of LaGrange
The Village of Barrington
The Village of Wheeling
City of Evanston

C. Area/Regional Manager(s)

Edward Millard – Education Services Director
Aurora, Illinois

Edward Millard has over 25 years of experience in Project/Program Management, with more than 10 years of overseeing programs that include Pedestrian Safety. He has overseen the Andy Frain Crossing Guard program for the past 8 years. His experience includes, but is not limited to, successful transition and implementation project management for IBM and AT&T, account support management for Education/Campus Safety Services, Stadium Operations, training, and customer service. Edward is certified to use and train in the philosophies, processes, and procedures that are advocated by the National Association of School Resource Officers, Crisis Prevention Institute, and UNLV in Home Land Security.
## COST FORM

### SCHOOL CROSSING GUARD SERVICES

<table>
<thead>
<tr>
<th>POSITION</th>
<th>DAILY RATE</th>
<th>HOURLY RATE</th>
<th>MINIMUM HOURS PER SHIFT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crossing Guard</td>
<td>$</td>
<td>OR $ 29.97</td>
<td>1</td>
</tr>
<tr>
<td>Crossing Guard Supervisor</td>
<td>$</td>
<td>OR $ 29.97</td>
<td>8</td>
</tr>
</tbody>
</table>

Notes:

1. Two shifts per school day.
2. Supervisor hours are recommended - Final daily hours for supervisor negotiable.
3. Hourly Rates will be held until July 1, 2020.
4. CPI will be used as basis for rate increase for academic years - 2020/2021 and 2021/2022.
5. Assumed 57 crossing guard posts identified - Academic calendar year has 180 school days.
6. If special event support is needed on one of the legal holidays; A holiday invoice rate will need to be negotiated.
E. Contract

Paragraph C: we would propose that any termination of the Agreement by the City be on 30 days written notice.

Paragraph F: we would propose to add to the beginning of Paragraph F, the following: "Except for Consultant's intellectual property, proprietary training materials and confidential materials, all of which materials shall remain the property of Consultant, ..."

Paragraph G: we propose payment is due 30 days from receipt of invoice.

Paragraph I: delete "any and all" and replace with "to the extent"

Paragraph J: a combination of primary and excess or umbrella insurance shall be acceptable to meet all applicable and required insurance limits.

Paragraph J: all required and applicable insurance policies shall not be cancelled or reduced except upon 30 days written notice from Consultant, but said obligation is not required to be stated in the applicable policies.
City of Evanston

M/W/EBE Goals

Andy Frain understands the City’s goal of 25% of the contract amount for the participation and utilization of M/W/EBEs. At the time of this response submission, Andy Frain has contacted multiple agencies to partner and has not gotten a response to partner. If awarded, Andy Frain will work to meet or exceed the 25% goal set by the City. We are not waiving the goal, but we cannot provide a partner company at this time.
Exhibit A

DISCLOSURE OF OWNERSHIP INTERESTS

The City of Evanston Code Section 1-18-1 et seq. requires all persons (APPLICANT) seeking to do business with the City to provide the following information with their proposal. Every question must be answered. If the question is not applicable, answer with "NA".

APPLICANT NAME: Andy Frain Services, Inc.

APPLICANT ADDRESS: 761 Shoreline Drive, Aurora, IL 60504

TELEPHONE NUMBER: 630-820-3820

FAX NUMBER: 630-820-3819

APPLICANT is (Check One)

( ) Corporation

( ) Partnership

( ) Sole Owner

( ) Association

Other ( )

Please answer the following questions on a separate attached sheet if necessary.

SECTION I - CORPORATION

1a. Names and addresses of all Officers and Directors of Corporation.

   David H. Clayton, Laura Grund, Dane Vontobel, Thomas Powers

   761 Shoreline Drive, Aurora, IL 60504

1b. (Answer only if corporation has 33 or more shareholders.)

   Names and addresses of all those shareholders owning shares equal to or in excess of 3% of the proportionate ownership interest and the percentage of shareholder interest. (Note: Corporations which submit S.E.C. form 10K may substitute that statement for the material required herein.

   NA
1c. (Answer only if corporation has fewer than 33 shareholders.)
Names and addresses of all shareholders and percentage of interest of each herein. (Note:
Corporations which submit S.E.C. form 10K may substitute that statement for the material
requested herein.)

NA


SECTION 2 PARTNERSHIP/ASSOCIATION/JOINT VENTURE

2a. The name, address, and percentage of interest of each partner whose interests therein,
whether limited or general, is equal to or in excess of 3%.

NA


2b. Associations: The name and address of all officers, directors, and other members with 3% or
greater interest.

NA


SECTION 3 - TRUSTS

3a. Trust number and institution.

NA


3b. Name and address of trustee or estate administrator.

NA


3c. Trust or estate beneficiaries: Name, address, and percentage of interest in total entity.

NA


SECTION 4 ALL APPLICANTS - ADDITIONAL DISCLOSURE

4a. Specify which, if any, interests disclosed in Section 1, 2, or 3 are being held by an agent or
nominee, and give the name and address of principal.
4b. If any interest named in Section 1, 2, or 3 is being held by a "holding" corporation or other "holding" entity not an individual, state the names and addresses of all parties holding more than a 3% interest in that "holding" corporation or entity as required in 1(a), 1(b), 1(c), 2(a), and 2(b).

NA

4c. If "constructive control" of any interest named in Sections 1, 2, 3, or 4 is held by another party, give name and address of party with constructive control. ("Constructive control" refers to control established through voting trusts, proxies, or special terms of venture of partnership agreements.)

NA

I have not withheld disclosure of any interest known to me. Information provided is accurate and current.

10/23/2018
Date

Signature of Person Preparing Statement

President/CEO

Title

ATTEST: 

Notary Public

(Notary Seal)

Commission Expires: September 7, 2022
EXHIBIT B
ADDITIONAL INFORMATION SHEET

Proposal Name: RFP for Crossing Guard Services

Proposal Number #: 19-52

Company Name: Andy Frain Services, Inc.

Contact Name: Ed Millard

Address: 761 Shoreline Drive

City, State, Zip: Aurora, IL 60504

Telephone/FAX: # 630-820-3820/630-820-3819

E-mail: emillard@andyfrain.com

Comments:

________________________

________________________

________________________

________________________

________________________
Exhibit C

CONFLICT OF INTEREST FORM

Andy Frain Services, Inc., hereby certifies that it has conducted an investigation into whether an actual or potential conflict of interest exists between the bidder, its owners and employees and any official or employee of the City of Evanston.

Proposer further certifies that it has disclosed any such actual or potential conflict of interest and acknowledges if bidder/Proposer has not disclosed any actual or potential conflict of interest, the City of Evanston may disqualify the bid/proposal.

David H. Clayton

(Name of Bidder/Proposer if the Bidder/Proposer is an Individual)
(Name of Partner if the Bidder/Proposer is a Partnership)
(Name of Officer if the Bidder/Proposer is a Corporation)

The above statements must be subscribed and sworn to before a notary public. Subscribed and Sworn to this 23 day of October, 2018

JACOB FOX
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires September 07, 2022

Failure to complete and return this form may be considered sufficient reason for rejection of the bid / proposal.
Exhibit D

ACKNOWLEDGEMENT OF UNDERSTANDING

THE SECTION BELOW MUST BE COMPLETED IN FULL AND SIGNED

The undersigned hereby certifies that they have read and understand the contents of this solicitation and attached service agreements, and agree to furnish at the prices shown any or all of the items above, subject to all instructions, conditions, specifications and attachments hereto. Failure to have read all the provisions of this solicitation shall not be cause to alter any resulting contract or to accept any request for additional compensation. By signing this document, the Proposer hereby certifies that they are not barred from bidding on this contract as a result of bid rigging or bid rotating or any similar offense (720 ILCS 33E-3, 33E-4).

Authorized Signature: [Signature]
Company Name: Andy Frain Services, Inc.

Typed/Printed Name: David. H Clayton
Date: 10/23/2018

Title: President/CEO/Owner
Telephone Number: 630-820-3820

Email: dclayton@andyfrain.com
Fax Number: 630-820-3819
Exhibit E

ANTI-COLLUSION AFFIDAVIT AND PROPOSER’S CERTIFICATION

David H. Clayton _______________, being first duly sworn,

deposes and says that he is _____________________________
(President/CEO/Owner)

of ________________________________
(Proposer)

The party making the foregoing proposal or bid, that such bid is genuine and not collusive, or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person; to fix the bid price element of said bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

The undersigned certifies that he is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid-rotating.

______________________________
David H. Clayton
(Name of Bidder if the Bidder is an Individual)

______________________________
(Name of Partner if the Bidder is a Partnership)

______________________________
(Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed a sworn to before a notary public.

Subscribed and Sworn to this __23____ day of __October____, 2018

______________________________
Notary Public

Commission Expires: __September 7, 2022__

Failure to complete and return this form may be considered sufficient reason for rejection of the bid.
EXHIBIT F

CITY OF EVANSTON M/W/EBE POLICY

A City of Evanston goal is to provide contracting and subcontracting opportunities to Minority Business Enterprises, Women Business Enterprises, and Evanston Business Enterprises. The goal of the Minority, Women and Evanston Business Enterprise Program (M/W/EBE) is to assist such businesses with opportunities to grow. To assist such growth, the City's goal is to have general contractors utilize M/W/EBEs to perform no less than 25% of the awarded contract.

Firms bidding on projects with the City must work to meet the 25% goal or request a waiver from participation. It is advised that bidders place advertisements requesting subcontractors and that they email or contact individual firms that would be appropriate to partner in response to the project. For samples of possible advertisements, see the City of Evanston's Business Diversity Section http://www.cityofevanston.org/business/business-diversity/ (Sample Advertisement). If you request a paper copy of the additional documents, it will be available free of charge from the Purchasing Office, 2100 Ridge Road Suite 4200, Evanston, IL 60201.

If a bidder is unable to meet the required M/W/EBE goal, the Bidder must seek a waiver or modification of the goal on the attached forms. Bidder must include:

1. A narrative describing the Bidder's efforts to secure M/W/EBE participation prior to the bid opening.
2. Documentation of each of the assist agencies that were contacted, the date and individual who was contacted, and the result of the conversation (see form)
3. A letter attesting to instances where the bidder has not received inquiries/proposals from qualified M/W/EBEs
4. Names of owners, addresses, telephone numbers, date and time and method of contact of qualified M/W/EBE who submitted a proposal but were not found acceptable.
5. Names of owners, addresses, telephone numbers, date and time of contact of at least 15 qualified M/W/EBEs the bidder solicited for proposals for work directly related to the Bid prior to the bid opening (copies must be attached).

If a bidder is selected with a Subcontractor listed to meet the M/W/EBE goal, a "monthly utilization report" will be due to the City prior to each payment being issued to the Contractor. This report will include documentation of the name of the firm hired, the type of work that firm performed, etc. Should the M/W/EBE not be paid according to the schedule proposed in this document, the City reserves the right to cancel the contract. Examples of this monthly form can be found on the City's website: http://www.cityofevanston.org/business/business-diversity/ (MWEBE Monthly Utilization Report).
Exhibit G

M/W/EBE PARTICIPATION COMPLIANCE FORM

I do hereby certify that

_________________________________________________________ (Name of firm) intends to participate as a Subcontractor or General Contractor on the project referenced above.

This firm is a (check only one):

____ Minority Business Enterprise (MBE), a firm that is at least 51% managed and controlled by a minority, certified by a certifying agency within Illinois.

____ Women’s Business Enterprise (WBE), a firm that is at least 51% managed and controlled by a woman, certified by a certifying agency within Illinois.

____ Evanston Based Enterprise (EBE), a firm located in Evanston for a minimum of one year and which performs a “commercially useful function”.

Total proposed price of response $____________________

Amount to be performed by a M/W/EBE $____________________

Percentage of work to be performed by a M/W/EBE ______________ %

Information on the M/W/EBE Utilized:

Name _______________________________________________________

Address ______________________________________________________

Phone Number ________________________________________________

Signature of firm attesting to participation __________________________

Title and Date _________________________________________________

Please attach

1. Proper certification documentation if applying as a M/WBE and check the appropriate box below. This M/WBE will be applying with documentation from:

☐ Cook County  ☐ State Certification

☐ Federal Certification  ☐ Women’s Business Enterprise National Council

☐ City of Chicago  ☐ Chicago Minority Supplier Development Council

2. Attach business license if applying as an EBE
Exhibit H

M/W/EBE PARTICIPATION WAIVER REQUEST

I am ______________________ of ______________________, and I have authority to

(Title) (Name of Firm)

execute this certification on behalf of the firm. I ______________________ do

(Name)

hereby certify that this firm seeks to waive all or part of this M/W/EBE participation goal
for the following reason(s):

(CHECK ALL THAT APPLY. SPECIFIC SUPPORTING DOCUMENTATION MUST BE
ATTACHED.)

______ 1. No M/W/EBEs responded to our invitation to bid.

______ 2. An insufficient number of firms responded to our invitation to bid.

   For #1 & 2, please provide a narrative describing the outreach efforts from your firm and proof of contacting at least 15 qualified M/W/EBEs prior to the bid opening. Also, please attach the accompanying form with notes regarding contacting the Assist Agencies.

______ 3. No subcontracting opportunities exist.

   Please provide a written explanation of why subcontracting is not feasible.

______ 4. M/W/EBE participation is impracticable.

   Please provide a written explanation of why M/W/EBE participation is impracticable

Therefore, we request to waive _____ of the 25% utilization goal for a revised goal of _____%.

Signature: ___________________________ Date: _________

(Signature)
# EXHIBIT I

Construction Contractors’ Assistance Organizations ("Assist Agencies") Form

<table>
<thead>
<tr>
<th>AGENCY</th>
<th>DATE CONTACTED</th>
<th>CONTACT PERSON</th>
<th>RESULT OF CONVERSATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Association of Asian Construction Enterprises (AACE)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5500 Touhy Ave., Unit K Skokie, IL 60077 Phone: 847/525-9693 Perry Nakachi, President</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Black Contractors United (BCU)</td>
<td>10/18/18</td>
<td><a href="mailto:bcunewera@ameritech.net">bcunewera@ameritech.net</a></td>
<td>No Response</td>
</tr>
<tr>
<td>400 W. 76th Street Chicago, IL 60620 Phone: 773/483-4000; Fax: 773/483-4150 Email: <a href="mailto:bcunewera@ameritech.net">bcunewera@ameritech.net</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chicago Minority Business Development Council</td>
<td>10/18/18</td>
<td><a href="mailto:info@chicagomsdc.org">info@chicagomsdc.org</a></td>
<td>No Response</td>
</tr>
<tr>
<td>105 West Adams Street Chicago, Illinois 60603 Phone: 312-755-8880; Fax: 312-755-8890 Email: <a href="mailto:info@chicagomsdc.org">info@chicagomsdc.org</a> Sheila Hill, President</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evanston Minority Business Consortium, Inc.</td>
<td>10/18/18</td>
<td><a href="mailto:embcinc@aol.com">embcinc@aol.com</a></td>
<td>No Response</td>
</tr>
<tr>
<td>1018 Darrow Avenue Evanston, Illinois 60202 Phone: 847-492-0177 Email: <a href="mailto:embcinc@aol.com">embcinc@aol.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federation of Women Contractors</td>
<td>10/18/18</td>
<td><a href="mailto:fwccchicago@aol.com">fwccchicago@aol.com</a></td>
<td>No Response</td>
</tr>
<tr>
<td>5650 S. Archer Avenue Chicago, Illinois 60638 Phone: 312/360-1122; Fax: 312/360-0239 Email: <a href="mailto:FWCCchicago@aol.com">FWCCchicago@aol.com</a> Contact Person: Beth Doria Maureen Jung, President</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hispanic American Construction Industry (HACIA)</td>
<td>10/18/18</td>
<td><a href="mailto:info@haciaworks.org">info@haciaworks.org</a></td>
<td>No Response</td>
</tr>
<tr>
<td>903 W. Jackson, Suite 205 Chicago, IL 60607 Phone: 312/666-5910; Fax: 312/666-5692 Email: <a href="mailto:info@haciaworks.org">info@haciaworks.org</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Women’s Business Development Center</td>
<td>10/18/18</td>
<td><a href="mailto:wbdc@wbdc.org">wbdc@wbdc.org</a></td>
<td>No Response</td>
</tr>
<tr>
<td>8 S. Michigan Ave, Suite 400 Chicago, Illinois 60603 Phone: 312-853-3477; Fax: 312-853-0145 Email: <a href="mailto:wbdc@wbdc.org">wbdc@wbdc.org</a> Carol Dougal, Director</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**PLEASE NOTE:** Use of Construction Contractor’s Assistance Organization (Assist Agencies”) Form and agencies are for use as a resource only. The agencies and or vendors listed are not referrals or recommendations by the City of Evanston.
Exhibit J

Professional Services Agreement Acknowledgement Page

The City has attached its standard professional services agreement as an exhibit to this RFP. Identify all exceptions to the agreement that would prevent your firm from executing it. **The City shall not consider or negotiate regarding exceptions submitted at any time after the submission of the Proposer’s response.** Please check one of the following statements:

- [X] I have read the professional services agreement and plan on executing the agreement without any exceptions.
- [ ] My firm cannot execute the City’s standard professional service agreement unless the exceptions noted below or in the attached sample professional services agreement are made.

***Please be aware that submitting exceptions to the contract may impact the likelihood of your firm being selected to perform this work.***

List exceptions in the area below:

Paragraph C: we would propose that any termination of the Agreement by the City be on 30 days written notice.

Paragraph F: we would propose to add to the beginning of Paragraph F, the following: "Except for Consultant's intellectual property, proprietary training materials and confidential materials, all of which materials shall remain the property of Consultant, ... “

Paragraph G: we propose payment is due 30 days from receipt of invoice.

Paragraph I: delete "any and all” and replace with "to the extent"

Paragraph J: a combination of primary and excess or umbrella insurance shall be acceptable to meet all applicable and required insurance limits.

Paragraph J: all required and applicable insurance policies shall not be cancelled or reduced except upon 30 days written notice from Consultant, but said obligation is not required to be stated in the applicable policies.

Authorized Company
Signature: [Signature] Name: Andy Frain Services, Inc.

Typed/Printed Name and Title: Date: 
David H. Clayton, President/CEO/Owner 10/23/2018
Memorandum

To: Honorable Mayor and Members of the City Council
From: Hitesh Desai, Chief Financial Officer
Kate Lewis-Lakin, Senior Management Analyst
Subject: Resolutions 82-R-18 through 96-R-18 - Debt Service Property Tax Abatements
Date: November 14, 2018

Recommended action:
Staff recommends City Council review and adoption of the attached fifteen (15) abatement resolutions by the City Council. The resolutions will abate (decrease) the amount of the 2018 property tax levy needed to retire the outstanding general obligation debt. Generally, abated debt amounts are funded through sources other than property taxes such as TIF incremental revenue, water/sewer receipts, special assessments and parking garage revenues.

Funding Source:
As noted below in each section.

Livability Benefits:
Innovation and Process—support local government best practices and processes

Summary:
Attachments A and B of this report provide a summary of the City’s total abatement of $5,872,660. Attachment A shows abatement and net tax levy by bond issue. Attachment B provides a summary of 2018 abatement amounts from each fund.

SERIES 2010B
Resolution 82-R-18 abates entire portion of the 2018 levy required for 2010B not to exceed $9,166,678 General Obligation Bonds. These Bonds were issued to pay off the City’s early retirement incentive (ERI) cost to IMRF. Resolution 82-R-18 abates the entire $1,172,455 of the 2018 tax levy. Funds for the abatement of $1,172,455 are derived from various other funds, which is shown in Attachment B.
SERIES 2011A
Resolution 83-R-18 abates a portion of the 2018 levy required for 2011A not to exceed $19,300,000 General Obligation Bonds. These Bonds were issued to provide financing for public improvement projects, make deposits into certain debt service funds of the City’s Sewerage System and refund certain outstanding obligations. Resolution 83-R-18 abates $414,825 from the 2018 levy of $1,233,158. Funds for the abatement of $239,789 are derived from Water Fund, $125,498 from Sewer Fund - sewer surcharge, and $49,538 from Sewer Fund.

SERIES 2012A
Resolution 84-R-18 abates a portion of the 2018 levy required for 2012A not to exceed $16,220,000 General Obligation Bonds. These Bonds were issued to provide financing for public improvement projects, make deposits into certain debt service funds of the City’s Sewerage System and refund certain outstanding obligations. Resolution 84-R-18 abates the $385,348 from the 2018 levy of $1,124,131. Funds for the abatement of $303,644 are derived from Water Fund, and $81,704 from Sewer Fund – sewer surcharge.

SERIES 2013A
Resolution 85-R-18 abates a portion of the 2018 levy required for 2013A not to exceed $12,700,000 General Obligation Bonds. These Bonds were issued to fund the City’s public improvement projects and to provide for debt service funds of the City’s Sewerage System. Resolution 85-R-18 abates $221,571 from the 2018 levy of $997,495. Funds for the abatement are derived from $29,750 from Special Assessments, $147,871 from Water Fund, and $43,950 from Sewer Fund surcharge revenue.

SERIES 2013B
Resolution 86-R-18 abates a portion of the 2018 levy required for 2013B not to exceed $30,000,000 General Obligation Bonds. These Bonds were issued to refund Series 2004, 2004B and 2005 Bonds. Resolution 86-R-18 abates $35,750 from the 2018 levy of $2,031,550. Funds for the abatement are derived from $35,750 from the Special Assessments Fund.

SERIES 2014A
Resolution 87-R-18 abates a portion of the 2018 levy required for 2014A not to exceed $13,000,000 General Obligation Bonds. These Bonds were issued to fund the City’s public improvement projects. Resolution 87-R-18 abates $225,962 from the 2018 levy of $899,325. Funds for the abatement of $195,162 are derived from the Water Fund and $30,800 from Special Assessments.
SERIES 2015A
Resolution 88-R-18 abates a portion of the 2018 levy required for 2015A not to exceed $14,000,000 General Obligation Bonds. These Bonds were issued to fund the City's public improvement projects. Resolution 88-R-18 abates $413,531 from the 2018 levy of $930,638. Funds for the abatement of $386,731 are derived from the Water Fund and $26,800 from Special Assessments.

SERIES 2015B
Resolution 89-R-18 abates a portion of the 2018 levy required for Series 2015B not to exceed $11,475,000 General Obligation Bonds. These Bonds were issued to refund the remaining balance of the Series 2006B outstanding Bonds. Resolution 89-R-18 abates $1,038,311 from the 2018 levy of $1,702,750. Funds for the abatement are derived from a transfer from the General Fund to the Debt Service Fund.

SERIES 2016A
Resolution 90-R-18 abates a portion of the 2018 levy required for Series 2016A not to exceed $14,000,000 General Obligation Bonds. Resolution 90-R-18 abates $262,194 from the 2018 levy of $923,688. Funds for the abatement of $235,494 are derived from the Water Fund and $26,700 from the Special Assessments.

SERIES 2017A
Resolution 91-R-18 abates a portion of the 2018 levy required for Series 2017A not to exceed $14,500,000 General Obligation Bonds. Resolution 91-R-18 abates $101,375 from the 2018 levy of $998,525. Funds for the abatement of $28,600 are derived from Special Assessments, and $72,775 from the Water Fund.

SERIES 2017C
Resolution 92-R-18 abates a portion of the 2018 levy required for Series 2017C not to exceed $5,000,000 General Obligation Bonds. These bonds were issued for projects in the Dempster-Dodge and Chicago-Main TIF Districts. Resolution 92-R-18 abates the entire $161,480 of the 2018 tax levy. Funds for abatement of $65,870 are derived from the Dempster-Dodge TIF Fund and $95,610 from the Chicago-Main TIF Fund.

SERIES 2018A
Resolution 93-R-18 abates a portion of the 2018 levy required for Series 2018A not to exceed $24,385,000 General Obligation Bonds. These bonds were issued for paying a portion of costs of constructing a new Robert Crown Center. Resolution 93-R-18 abates entire $998,869 from the 2018 levy of $998,869. Funds for the abatement of $998,869 are derived from transfers from General Fund.
SERIES 2018B
Resolution 94-R-18 abates a portion of the 2018 levy required for Series 2018B not to exceed $16,545,000 General Obligation Bonds. These bonds were issued for the purpose of providing for capital improvements. Resolution 94-R-18 abates $200,234 from the 2018 tax levy of $684,800. Funds for abatement of $200,234 are derived from the Water Fund.

SERIES 2018C
Resolution 95-R-18 abates a portion of the 2018 levy required for Series 2018C not to exceed $8,020,000 General Obligation Bonds. Resolution 95-R-18 abates $97,642 from the 2018 levy of $479,150. Funds for the abatement of $97,642 are derived from Special Assessments, and $81,092 from the Sewer Fund.

SERIES 2018D
Resolution 96-R-18 abates a portion of the 2018 levy required for Series 2018D not to exceed $3,570,000 General Obligation Bonds. These bonds were issued for projects in the Howard Ridge TIF District. Resolution 96-R-18 abates the entire $143,113 of the 2018 tax levy. Funds for abatement of $143,113 are derived from the Howard Ridge TIF Fund.

The total amount of the tax year 2018 property tax levy for Debt Service prior to adjusting for the above abatement resolutions is $17,106,090. This gross levy amount is then adjusted for the abatements totaling $5,872,660, resulting in a net levy in the amount of $11,233,430. This includes both the City and Library Debt Service Levy.

Attachments:
Attachment A: Abatement Summary Schedule Tax year 2018
Attachment B: Abatement Summary by Fund
Abatement Resolutions 82-R-18 through 96-R-18
Attachment A

General Obligation Debt Summary --- Property Tax Supported Debt (Tax Year 2018)
Levy year 2018, Budget Year 2019

<table>
<thead>
<tr>
<th>Bond Series and amount not to exceed per ordinance</th>
<th>Total</th>
<th>Principal</th>
<th>Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>Series 2010A $6,500,000</td>
<td>479,813</td>
<td>335,000</td>
<td>144,813</td>
</tr>
<tr>
<td>Series 2010 B $9,166,678</td>
<td>1,172,455</td>
<td>1,135,001</td>
<td>37,454</td>
</tr>
<tr>
<td>Series 2011 A $19,300,000</td>
<td>1,233,158</td>
<td>770,000</td>
<td>463,158</td>
</tr>
<tr>
<td>Series 2012 A $16,220,000</td>
<td>1,124,131</td>
<td>840,000</td>
<td>284,131</td>
</tr>
<tr>
<td>Series 2013A $12,700,000</td>
<td>997,495</td>
<td>570,000</td>
<td>427,495</td>
</tr>
<tr>
<td>Series 2013B $30,000,000</td>
<td>2,031,550</td>
<td>1,705,000</td>
<td>326,550</td>
</tr>
<tr>
<td>Series 2014A $13,000,000</td>
<td>899,325</td>
<td>500,000</td>
<td>399,325</td>
</tr>
<tr>
<td>Series 2015A $14,000,000</td>
<td>930,638</td>
<td>510,000</td>
<td>420,638</td>
</tr>
<tr>
<td>Series 2015B $11,475,000</td>
<td>1,702,750</td>
<td>1,550,000</td>
<td>152,750</td>
</tr>
<tr>
<td>Series 2016A $14,000,000</td>
<td>923,688</td>
<td>560,000</td>
<td>363,688</td>
</tr>
<tr>
<td>Series 2016B $8,155,000</td>
<td>893,750</td>
<td>720,000</td>
<td>173,750</td>
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<tr>
<td>Series 2017A $14,500,000</td>
<td>998,525</td>
<td>530,000</td>
<td>468,525</td>
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<tr>
<td>Series 2017B $9,665,000</td>
<td>1,251,400</td>
<td>1,030,000</td>
<td>221,400</td>
</tr>
<tr>
<td>Series 2017C $5,000,000</td>
<td>161,480</td>
<td>-</td>
<td>161,480</td>
</tr>
<tr>
<td>Series 2018A $24,385,000</td>
<td>998,869</td>
<td>-</td>
<td>998,869</td>
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<tr>
<td>Series 2018B $16,545,000</td>
<td>684,800</td>
<td>-</td>
<td>684,800</td>
</tr>
<tr>
<td>Series 2018C $8,020,000</td>
<td>479,150</td>
<td>105,000</td>
<td>374,150</td>
</tr>
<tr>
<td>Series 2018D $3,570,000</td>
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<td>-</td>
<td>143,113</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>17,106,090</td>
<td>10,860,001</td>
<td>6,246,089</td>
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<table>
<thead>
<tr>
<th>Abatements by Bond Issue</th>
<th>Total</th>
<th>Principal</th>
<th>Interest</th>
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</thead>
<tbody>
<tr>
<td>Series 2010A</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Series 2010B</td>
<td>1,172,455</td>
<td>1,135,001</td>
<td>37,454</td>
</tr>
<tr>
<td>Series 2012A</td>
<td>385,348</td>
<td>281,704</td>
<td>103,644</td>
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<td>Series 2013A</td>
<td>221,571</td>
<td>148,950</td>
<td>72,621</td>
</tr>
<tr>
<td>Series 2013B</td>
<td>35,750</td>
<td>25,000</td>
<td>10,750</td>
</tr>
<tr>
<td>Series 2014A</td>
<td>225,962</td>
<td>130,000</td>
<td>95,962</td>
</tr>
<tr>
<td>Series 2015A</td>
<td>413,531</td>
<td>230,000</td>
<td>183,531</td>
</tr>
<tr>
<td>Series 2015B</td>
<td>1,038,311</td>
<td>1,038,311</td>
<td>-</td>
</tr>
<tr>
<td>Series 2016A</td>
<td>262,194</td>
<td>160,000</td>
<td>102,194</td>
</tr>
<tr>
<td>Series 2016B</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Series 2017A</td>
<td>101,375</td>
<td>60,000</td>
<td>41,375</td>
</tr>
<tr>
<td>Series 2017B</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Series 2017C</td>
<td>161,480</td>
<td>-</td>
<td>161,480</td>
</tr>
<tr>
<td>Series 2018A</td>
<td>998,869</td>
<td>-</td>
<td>998,869</td>
</tr>
<tr>
<td>Series 2018B</td>
<td>200,234</td>
<td>-</td>
<td>200,234</td>
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<td>Series 2018C</td>
<td>97,642</td>
<td>21,397</td>
<td>76,245</td>
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<tr>
<td>Series 2018D</td>
<td>143,113</td>
<td>-</td>
<td>143,113</td>
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<tr>
<td><strong>Total Amount To Be Abated 2018</strong></td>
<td>5,872,660</td>
<td>3,536,440</td>
<td>2,336,220</td>
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<tr>
<td>Series (Year)</td>
<td>Total</td>
<td>Principal</td>
<td>Interest</td>
</tr>
<tr>
<td>---------------</td>
<td>-------</td>
<td>-----------</td>
<td>----------</td>
</tr>
<tr>
<td>2010 A</td>
<td>479,813</td>
<td>335,000</td>
<td>144,813</td>
</tr>
<tr>
<td>2010 B</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2011 A</td>
<td>818,333</td>
<td>463,923</td>
<td>354,410</td>
</tr>
<tr>
<td>2012 A</td>
<td>738,783</td>
<td>558,296</td>
<td>180,487</td>
</tr>
<tr>
<td>2013A</td>
<td>775,924</td>
<td>421,050</td>
<td>354,874</td>
</tr>
<tr>
<td>2013B</td>
<td>1,995,800</td>
<td>1,680,000</td>
<td>315,800</td>
</tr>
<tr>
<td>2014A</td>
<td>673,363</td>
<td>370,000</td>
<td>303,363</td>
</tr>
<tr>
<td>2015A</td>
<td>517,107</td>
<td>280,000</td>
<td>237,107</td>
</tr>
<tr>
<td>2015B</td>
<td>664,439</td>
<td>511,689</td>
<td>152,750</td>
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<tr>
<td>2016A</td>
<td>661,494</td>
<td>400,000</td>
<td>261,494</td>
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<tr>
<td>2016B</td>
<td>893,750</td>
<td>720,000</td>
<td>173,750</td>
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<tr>
<td>2017A</td>
<td>897,150</td>
<td>470,000</td>
<td>427,150</td>
</tr>
<tr>
<td>2017B</td>
<td>1,251,400</td>
<td>1,030,000</td>
<td>221,400</td>
</tr>
<tr>
<td>2017C</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2018A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2018B</td>
<td>484,566</td>
<td></td>
<td>484,566</td>
</tr>
<tr>
<td>2018C</td>
<td>381,508</td>
<td>83,603</td>
<td>297,905</td>
</tr>
<tr>
<td>2018D</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>11,233,430</td>
<td>7,323,561</td>
<td>3,909,869</td>
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</tbody>
</table>

**Budget Year 2019 Debt Service Payments**

<table>
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<th>Series (Year)</th>
<th>Total</th>
<th>Principal</th>
<th>Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010A</td>
<td>479,813</td>
<td>335,000</td>
<td>144,813</td>
</tr>
<tr>
<td><strong>Net Property TAX LEVY 2018</strong></td>
<td>479,813</td>
<td>335,000</td>
<td>144,813</td>
</tr>
<tr>
<td>2010B</td>
<td>1,172,455</td>
<td>1,135,001</td>
<td>37,454</td>
</tr>
<tr>
<td>Less ERI Transfers From all Funds</td>
<td>1,172,455</td>
<td>1,135,001</td>
<td>37,454</td>
</tr>
<tr>
<td><strong>Net Property TAX LEVY 2018</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2011A</td>
<td>1,233,158</td>
<td>770,000</td>
<td>463,158</td>
</tr>
<tr>
<td>Less Water debt service</td>
<td>239,789</td>
<td>149,661</td>
<td>90,128</td>
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<tr>
<td>Series 2016B (2006A Refunding)</td>
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<td>Series 2017B (2007A Refunding)</td>
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<td>Total</td>
<td>Principal</td>
<td>Interest</td>
</tr>
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<tr>
<td>Series 2017C</td>
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<tr>
<td>Less Chicago-Main TIF Debt Service</td>
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<td>Net Property TAX LEVY 2018</td>
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<table>
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<td>12,923</td>
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<tr>
<td>Less Sewer Fund Debt Service</td>
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<td>17,770</td>
<td>63,322</td>
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<td>76,245</td>
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<table>
<thead>
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<th>Series 2018D</th>
<th>Total</th>
<th>Principal</th>
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<tr>
<td>Series 2018D</td>
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<tr>
<td>Less Howard-Ridge TIF Debt Service</td>
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<td>-</td>
<td>143,113</td>
</tr>
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<td>-</td>
<td>143,113</td>
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<tr>
<td>Net Property TAX LEVY 2018</td>
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### Abatement Summary by Fund
#### 2018 Budget (2017 Tax Levy)

<table>
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<tr>
<th>Series Year</th>
<th>General Fund</th>
<th>Water</th>
<th>Sewer</th>
<th>Dempster-Dodge TIF</th>
<th>Chicago-Main TIF</th>
<th>Howard-Ridge TIF</th>
<th>Special Assessment Funds</th>
<th>Total</th>
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<tr>
<td>2010B Bonds</td>
<td>1,172,455</td>
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<td>2011A Bonds</td>
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<td>175,036</td>
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<tr>
<td>2012A Bonds</td>
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<td>81,704</td>
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<td>2018B Bonds</td>
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</tr>
<tr>
<td>2018C Bonds</td>
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<td>97,642</td>
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<td>2018D Bonds</td>
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<td>143,113</td>
<td>1,172,455</td>
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* 2010B Bonds - IMRF ERI Liability

### Abatement by Funds
#### FY2019 (2018 Levy)

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<th>Fund</th>
<th>City Council</th>
<th>City Clerk</th>
<th>City Manager's Office</th>
<th>Law</th>
<th>Administrative Services</th>
<th>Community Development</th>
<th>Police</th>
<th>Fire</th>
<th>Health &amp; Human Service</th>
<th>Parks, Rec. &amp; Comm. Serv.</th>
<th>Public Works Agency</th>
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<td>22,745</td>
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<td>84,206</td>
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<td>825,502</td>
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</tr>
</tbody>
</table>

* 2010 B Bonds - IMRF ERI Liability
82-R-18

A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $9,166,678 General Obligation Bonds, Series
2010B, of the City of Evanston,
Cook County, Illinois

WHEREAS, on the 9th day of August, 2010, the City Council of the
City of Evanston, Cook County, Illinois, did adopt Ordinance 65-O-10 entitled:

An Ordinance providing for the issuance of not to exceed
$9,166,678 General Obligation Bonds, Series 2010B, of the City of
Evanston, Cook County, Illinois, authorizing the execution of one or
more bond orders in connection therewith and providing for the levy
and collection of a direct annual tax for the payment of the principal
of and interest on said bonds;

and

WHEREAS, the Series 2010B bond total is Nine Million, One
Hundred Sixty-Six Thousand, Six Hundred Seventy-Eight Dollars ($9,166,678)
there is available from other sources the amount of One Million, One Hundred
Seventy-Two Thousand, Four Hundred Fifty-Five Dollars ($1,172,455) which
may lawfully be utilized to pay sums due on said series 2010B bonds for which
taxes were heretofore levied;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL,
OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:
SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of General Obligation Bonds, Series 2010B, of the City of Evanston, Cook County, Illinois, passed August 9, 2010, as Ordinance 65-O-10, be and the same hereby are abated for the year 2018 under the Series 2010B bonds by the amount of One Million, One Hundred Seventy-Two Thousand, Four Hundred Fifty-Five Dollars ($1,172,455).

SECTION 2: That the City Manager, upon passage of this Resolution 82-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 65-O-10 and the accompanying Bond Order for the year 2018 in the amount of One Million, One Hundred Seventy-Two Thousand, Four Hundred Fifty-Five Dollars ($1,172,455).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 82-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.
Stephen H. Hagerty, Mayor

Attest:

______________________________
Devon Reid, City Clerk

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel

Adopted: __________________, 2018
83-R-18

A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $19,300,000 General Obligation Bonds, Series 2011A, of the City of Evanston,
Cook County, Illinois

WHEREAS, on the 11th day of July, 2011, the City Council of the City of Evanston, Cook County, Illinois, did adopt Ordinance 59-O-11 entitled:

An Ordinance providing for the issuance of one or more series of General Obligation Bonds, Series 2011A, of the City of Evanston, Cook County, Illinois, authorizing the execution of one or more bond orders in connection therewith and providing for the levy and collection of a direct annual tax for the payment of the principal of and interest on said bonds;

and

WHEREAS, the Series 2011A bond total is Nineteen Million Three Hundred Thousand Dollars ($19,300,000) there is available from other sources the amount of Four Hundred Fourteen Thousand, Eight Hundred Twenty-Five Dollars ($414,825) which may lawfully be utilized to pay sums due on said 2011A bonds for which taxes were heretofore levied;

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

SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of
General Obligation Bonds, Series 2011A, of the City of Evanston, Cook County, Illinois, passed July 11, 2011, as Ordinance 59-O-11, be and the same hereby are abated for the year 2018 under the Series 2011A bonds by the amount of Four Hundred Fourteen Thousand, Eight Hundred Twenty-Five Dollars ($414,825).

SECTION 2: That the City Manager, upon passage of this Resolution 83-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 59-O-11 and the accompanying Bond Order for the year 2018 in the amount of Four Hundred Fourteen Thousand, Eight Hundred Twenty-Five Dollars ($414,825).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 83-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

____________________________
Stephen H. Hagerty, Mayor
Attest:  
______________________________  
Devon Reid, City Clerk  
Adopted: _________________, 2018

Approved as to form:  
______________________________  
Michelle L. Masoncup, Corporation Counsel
84-R-18

A RESOLUTION

Abating Taxes Levied for the Year 2018 Heretofore Levied to Pay Principal and Interest on Not to Exceed $16,220,000 General Obligation Bonds, Series 2012A, of the City of Evanston, Cook County, Illinois

WHEREAS, on the 9th day of July, 2012, the City Council of the City of Evanston, Cook County, Illinois, did adopt Ordinance 67-O-12 entitled:

An Ordinance providing for the issuance of one or more series of General Obligation Bonds, Series 2012A, of the City of Evanston, Cook County, Illinois, authorizing the execution of one or more bond orders in connection therewith and providing for the levy and collection of a direct annual tax for the payment of the principal of and interest on said bonds;

and

WHEREAS, the Series 2012A bond total is Sixteen Million, Two Hundred Twenty Thousand Dollars ($16,220,000), there is available from other sources the amount of Three Hundred Eighty-Five Thousand, Three Hundred Forty-Eight Dollars ($385,348.00) which may lawfully be utilized to pay sums due on said series 2012A bonds for which taxes were heretofore levied;

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

SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of
General Obligation Bonds, Series 2012A, of the City of Evanston, Cook County, Illinois, passed July 9, 2012, as Ordinance 67-O-12, be and the same hereby are abated for the year 2018 by the amount of Three Hundred Eighty-Five Thousand, Three Hundred Forty-Eight Dollars ($385,348.00).

SECTION 2: That the City Manager, upon passage of this Resolution 84-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 67-O-12 and the accompanying Bond Order for the year 2018 under the Series 2012A bonds in the amount of Three Hundred Eighty-Five Thousand, Three Hundred Forty-Eight Dollars ($385,348.00)

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 84-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

________________________
Stephen H. Hagerty, Mayor
Attest: ______________________________

Devon Reid, City Clerk

Adopted: _________________, 2018

Approved as to form: ______________________________

Michelle L. Masoncup, Corporation Counsel
A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $12,700,000 General Obligation Bonds, Series
2013A, of the City of Evanston,
Cook County, Illinois

WHEREAS, on the 22nd day of July, 2013, the City Council of the
City of Evanston, Cook County, Illinois, did adopt Ordinance 84-O-13 entitled:

An Ordinance providing for the issuance of one or more series of
not to exceed $12,700,000 General Obligation Bonds, Series
2013A, of the City of Evanston, Cook County, Illinois, authorizing
the execution of one or more bond orders in connection therewith
and providing for the levy and collection of a direct annual tax for
the payment of the principal of and interest on said bonds;

and

WHEREAS, the Series 2013A bond total is Twelve Million, Seven
Hundred Thousand Dollars ($12,700,000) there is available from other sources
the amount of Two Hundred Twenty-One Thousand, Five Hundred Seventy-
One Dollars ($221,571.00) which may lawfully be utilized to pay sums due on
said series 2013A bonds for which taxes were heretofore levied;

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

SECTION 1: That the taxes heretofore levied and provided for in
the Ordinance and in the accompanying Bond Order providing for the issuance of
General Obligation Bonds, Series 2013A, of the City of Evanston, Cook County,
Illinois, passed July 22, 2013, as Ordinance 84-O-13, be and the same hereby are abated for the year 2018 by the amount of Two Hundred Twenty-One Thousand, Five Hundred Seventy-One Dollars ($221,571.00)

SECTION 2: That the City Manager, upon passage of this Resolution 85-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 84-O-13 and the accompanying Bond Order for the year 2018 under the Series 2013A bonds in the amount of Two Hundred Twenty-One Thousand, Five Hundred Seventy-One Dollars ($221,571.00)

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 85-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

________________________________________
Stephen H. Hagerty, Mayor

Attest:  

________________________________________
Devon Reid, City Clerk

Approved as to form:

________________________________________
Michelle L. Masoncup, Corporation Counsel

Adopted: _________________________, 2018
A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $30,000,000 General Obligation Bonds, Series
2013B, of the City of Evanston,
Cook County, Illinois

WHEREAS, on the 28th day of October, 2013, the City Council of
the City of Evanston, Cook County, Illinois, did adopt Ordinance 114-O-13
entitled:

An Ordinance providing for the issuance of one or more series of
not to exceed $30,000,000 General Obligation Refunding Bonds,
Series 2013B, of the City of Evanston, Cook County, Illinois, for
refunding purposes, authorizing the execution of one or more bond
orders in connection therewith and providing for the levy and
collection of a direct annual tax for the payment of the principal of
and interest on said bonds;

and

WHEREAS, the Series 2013B bond total is Thirty Million Dollars
($30,000,000), there is available from other sources the amount of Thirty-Five
Thousand, Seven Hundred and Fifty Dollars ($35,750.00) which may lawfully be
utilized to pay sums due on said series 2013B bonds for which taxes were
heretofore levied;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL,
OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:
SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of General Obligation Bonds, Series 2013B, of the City of Evanston, Cook County, Illinois, passed October 28, 2013, as Ordinance 114-O-13, be and the same hereby are abated for the year 2018 by the amount of Thirty-Five Thousand, Seven Hundred and Fifty Dollars ($35,750.00).

SECTION 2: That the City Manager, upon passage of this Resolution 86-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 114-O-13 and the accompanying Bond Order for the year 2017 under the Series 2013B bonds in the amount of Thirty-Five Thousand, Seven Hundred and Fifty Dollars ($35,750.00).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 86-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

______________________________
Stephen H. Hagerty, Mayor
Attest:

______________________________
Devon Reid, City Clerk

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel

Adopted: ______________________, 2018
87-R-18

A RESOLUTION

Abating Taxes Levied for the Year 2018
Herenfofore Levied to Pay Principal and Interest on
Not to Exceed $13,000,000 General Obligation Bonds, Series
2014A, of the City of Evanston,
Cook County, Illinois

WHEREAS, on the 28th day of July, 2014, the City Council of the
City of Evanston, Cook County, Illinois, did adopt Ordinance 91-O-14 entitled:

AN ORDINANCE providing for the issuance of one or more series
of not to exceed $13,000,000 General Obligation Corporate
Purpose Bonds, Series 2014A, of the City of Evanston, Cook
County, Illinois, for capital improvement purposes, authorizing the
execution of one or more bond orders in connection therewith and
providing for the levy and collection of a direct annual tax for the
payment of the principal of and interest on said bonds.

and

WHEREAS, the Series 2014A bond total is Thirteen Million Dollars
($13,000,000), there is available from other sources the amount of Two Hundred
Twenty-Five Thousand, Nine Hundred Sixty-Two Dollars ($225,962.00) which
may lawfully be utilized to pay sums due on said series 2014A bonds for which
taxes were heretofore levied;

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

SECTION 1: That the taxes heretofore levied and provided for in
the Ordinance and in the accompanying Bond Order providing for the issuance of
General Obligation Bonds, Series 2014A of the City of Evanston, Cook County, Illinois, passed July 28, 2014, as Ordinance 91-O-14, be and the same hereby are abated for the year 2018 under the Series 2014A bonds by the amount of Two Hundred Twenty-Five Thousand, Nine Hundred Sixty-Two Dollars ($225,962.00).

 SECTION 2: That the City Manager, upon passage of this Resolution 87-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 91-O-14 and the accompanying Bond Order for the year 2018 in the amount of Two Hundred Twenty-Five Thousand, Nine Hundred Sixty-Two Dollars ($225,962.00).

 SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

 SECTION 4: That this Resolution 87-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

______________________________
Stephen H. Hagerty, Mayor
Attest:

______________________________
Devon Reid, City Clerk

Adopted: ______________________, 2018

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel
A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $14,000,000 General Obligation Corporate
Purpose Bonds, Series 2015A, of the City of Evanston
Cook County, Illinois

WHEREAS, on the 12th day of October 2015, the City Council of the City of Evanston, Cook County, Illinois, did adopt Ordinance 124-O-15 entitled:

AN ORDINANCE providing for the issuance of one or more series of not to exceed $14,000,000 General Obligation Corporate Purpose Bonds, Series 2015A and one or more series of not to exceed $11,475,000 General Obligation Refunding Bonds, Series 2015B, of the City of Evanston, Cook County, Illinois, for capital improvement and refunding purposes, authorizing the execution of one or more bond orders in connection therewith and providing for the levy and collection of a direct annual tax for the payment of the principal of and interest on said bonds and

WHEREAS, the Series 2015A bond total is Fourteen Million Dollars ($14,000,000), there is available from other sources the amount of Four Hundred Thirteen Thousand, Five Hundred Thirty-One Dollars ($413,531.00) which may lawfully be utilized to pay sums due on said series 2015A bonds for which taxes were heretofore levied;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:
SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of not to exceed Fourteen Million Dollars ($14,000,000.00) General Obligation Bonds, Series 2015A, of the City of Evanston, Cook County, Illinois, passed October 12, 2015, as Ordinance 124-O-15, be and the same hereby are abated for the year 2018 under the Series 2015A bonds by the amount of Four Hundred Thirteen Thousand, Five Hundred Thirty-One Dollars ($413,531.00).

SECTION 2: That the City Manager, upon passage of this Resolution 88-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 124-O-15 and the accompanying Bond Order for the year 2018 in the amount of Four Hundred Thirteen Thousand, Five Hundred Thirty-One Dollars ($413,531.00).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 88-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

______________________________
Stephen H. Hagerty, Mayor
Attest: ____________________________  
Devon Reid, City Clerk

Adopted: ________________________, 2018

Approved as to form: ____________________________
Michelle L. Masoncup, Corporation Counsel
89-R-18

A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $11,475,000 General Obligation Corporate
Purpose Bonds, Series 2015B, of the City of Evanston
Cook County, Illinois

WHEREAS, on the 12th day of October 2015, the City Council of
the City of Evanston, Cook County, Illinois, did adopt Ordinance 124-O-15
entitled:

AN ORDINANCE providing for the issuance of one or more series of
not to exceed $14,000,000 General Obligation Corporate Purpose Bonds, Series 2015A and one or more series of not to exceed $11,475,000 General Obligation Refunding Bonds, Series 2015B, of the City of Evanston, Cook County, Illinois, for capital improvement and refunding purposes, authorizing the execution of one or more bond orders in connection therewith and providing for the levy and collection of a direct annual tax for the payment of the principal of and interest on said bonds.

and

WHEREAS, the Series 2015B bond total is Eleven Million, Four Hundred Seventy-Five Thousand ($11,475,000), there is available from other sources the amount of One Million, Thirty-Eight Thousand, Three Hundred Eleven Dollars ($1,038,311) which may lawfully be utilized to pay sums due on said series 2015B bonds for which taxes were heretofore levied;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL,

OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:
SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of not to exceed Eleven Million Four Hundred Seventy-Five Thousand Dollars ($11,475,000.00) General Obligation Bonds, Series 2015B, of the City of Evanston, Cook County, Illinois, passed October 12, 2015, as Ordinance 124-O-15, be and the same hereby are abated for the year 2018 under the Series 2015B bonds by the amount of One Million, Thirty-Eight Thousand, Three Hundred Eleven Dollars ($1,038,311).

SECTION 2: That the City Manager, upon passage of this Resolution 89-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 124-O-15 and the accompanying Bond Order for the year 2018 in the amount of One Million, Thirty-Eight Thousand, Three Hundred Eleven Dollars ($1,038,311).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 89-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

________________________________________
Stephen H. Hagerty, Mayor
Attest:

______________________________
Devon Reid, City Clerk

Adopted: _________________, 2018

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel
A RESOLUTION

Abating Taxes Levied for the Year 2018
Heredofore Levied to Pay Principal and Interest on
Not to Exceed $14,000,000 General Obligation Corporate
Purpose Bonds, Series 2016A, of the City of Evanston
Cook County, Illinois

WHEREAS, on the 29th day of July, 2016, the City Council of the City of Evanston, Cook County, Illinois, did adopt Ordinance 76-O-16 entitled:

AN ORDINANCE providing for the issuance of one or more series of not to exceed $14,000,000 General Obligation Corporate Purpose Bonds, Series 2016A and one or more series of not to exceed $8,155,000 General Obligation Refunding Bonds, Series 2016B, of the City of Evanston, Cook County, Illinois, for capital improvement and refunding purposes, authorizing the execution of one or more bond orders in connection therewith and providing for the levy and collection of a direct annual tax for the payment of the principal of and interest on said bonds.

and

WHEREAS, the Series 2016A bond total is Fourteen Million Dollars ($14,000,000), there is available from other sources the amount of Two Hundred Sixty-Two Thousan, One Hundred Ninety-Four Dollars ($262,194.00) which may lawfully be utilized to pay sums due on said series 2016A bonds for which taxes were heretofore levied;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:
SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of not to exceed Fourteen Million Dollars ($14,000,000.00) General Obligation Bonds, Series 2016A, of the City of Evanston, Cook County, Illinois, passed July 29, 2016, as Ordinance 76-O-16, be and the same hereby are abated for the year 2018 under the Series 2016A bonds by the amount of Two Hundred Sixty-Two Thousand, One Hundred Ninety-Four Dollars ($262,194.00).

SECTION 2: That the City Manager, upon passage of this Resolution 90-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 76-O-16 and the accompanying Bond Order for the year 2018 in the amount of Two Hundred Sixty-Two Thousand, One Hundred Ninety-Four Dollars ($262,194.00).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 90-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

______________________________
Stephen H. Hagerty, Mayor
Attest:

______________________________
Devon Reid, City Clerk

Adopted: _________________, 2018

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel
91-R-18

A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $14,500,000 General Obligation Corporate
Purpose Bonds, Series 2017A, of the City of Evanston
Cook County, Illinois

WHEREAS, on the 11th day of September, 2017, the City Council of the City of Evanston, Cook County, Illinois, did adopt Ordinance 82-O-17 entitled:

AN ORDINANCE providing for the issuance of one or more series of not to exceed $14,500,000 General Obligation Corporate Purpose Bonds, Series 2017A, one or more series of not to exceed $9,665,000 General Obligation Refunding Bonds, Series 2017B, and one or more series of not to exceed $5,000,000 Taxable General Obligation Corporate Purpose Bonds, Series 2017C of the City of Evanston, Cook County, Illinois, for capital improvement and refunding purposes, authorizing and directing the execution of an escrow agreement in connection with said bonds, and authorizing and directing the sale of said bonds at public competitive sale.

and

WHEREAS, the Series 2017A bond total is Fourteen Million, Five Hundred Thousand Dollars ($14,500,000), there is available from other sources the amount of One Hundred One Thousand, Three Hundred and Seventy-Five Dollars ($101,375.00) which may lawfully be utilized to pay sums due on said series 2017A bonds for which taxes were heretofore levied;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:
SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of not to exceed Fourteen Million Five Hundred Thousand Dollars ($14,500,000.00) General Obligation Bonds, Series 2017A, of the City of Evanston, Cook County, Illinois, passed September 11, 2017, as Ordinance 82-O-17, be and the same hereby are abated for the year 2018 under the Series 2010A bonds by the amount of One Hundred One Thousand, Three Hundred and Seventy-Five Dollars ($101,375.00).

SECTION 2: That the City Manager, upon passage of this Resolution 91-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 82-O-17 and the accompanying Bond Order for the year 2018 in the amount of One Hundred One Thousand, Three Hundred and Seventy-Five Dollars ($101,375.00).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 91-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

______________________________
Stephen H. Hagerty, Mayor
Attest: ______________________________

Devon Reid, City Clerk

Adopted: ____________________________, 2018

Approved as to form: ______________________________

Michelle L. Masoncup, Corporation Counsel
92-R-18

A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $5,000,000 General Obligation Corporate Purpose
Bonds, Series 2017C, of the City of Evanston
Cook County, Illinois

WHEREAS, on the 11th day of September, 2017, the City Council
of the City of Evanston, Cook County, Illinois, did adopt Ordinance 82-O-17
entitled:

AN ORDINANCE providing for the issuance of one or more series
of not to exceed $14,500,000 General Obligation Corporate
Purpose Bonds, Series 2017A, one or more series of not to exceed
$9,665,000 General Obligation Refunding Bonds, Series 2017B,
and one or more series of not to exceed $5,000,000 Taxable
General Obligation Corporate Purpose Bonds, Series 2017C of the
City of Evanston, Cook County, Illinois, for capital improvement and
refunding purposes, authorizing and directing the execution of an
escrow agreement in connection with said bonds, and authorizing
and directing the sale of said bonds at public competitive sale.

and

WHEREAS, the Series 2017C bond total is Five Million Dollars
($5,000,000) there is available from other sources the amount of One Hundred
Sixty-One Thousand, Four Hundred Eighty Dollars ($161,480.00) which may
lawfully be utilized to pay sums due on said series 2017B bonds for which taxes
were heretofore levied;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL,
OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:
SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of not to exceed Five Million Dollars ($5,000,000.00) General Obligation Bonds, Series 2017C, of the City of Evanston, Cook County, Illinois, passed September 11, 2017, as Ordinance 82-O-17, be and the same hereby are abated for the year 2018 under the Series 2017C bonds by the amount of One Hundred Sixty-One Thousand, Four Hundred Eighty Dollars ($161,480.00).

SECTION 2: That the City Manager, upon passage of this Resolution 92-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 82-O-17 and the accompanying Bond Order for the year 2018 in the amount of One Hundred Sixty-One Thousand, Four Hundred Eighty Dollars ($161,480.00).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 92-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

______________________________
Stephen H. Hagerty, Mayor
Attest:

______________________________
Devon Reid, City Clerk

Adopted: _____________________, 2018

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel
93-R-18

A RESOLUTION

Abating Taxes Levied for the Year 2018
Herefore Levied to Pay Principal and Interest on
Not to Exceed $24,385,000 General Obligation Corporate
Purpose Bonds, Series 2018A, of the City of Evanston
Cook County, Illinois

WHEREAS, on the 9th day of July, 2018, the City Council of the
City of Evanston, Cook County, Illinois, did adopt Ordinance 71-O-18 entitled:

AN ORDINANCE providing for the issuance of one or more series
of not to exceed $50,000,000 General Obligation Corporate
Purpose Bonds, Series 2018A, to finance the construction and
equipment of a new Robert Crown Community Center, Ice Complex
and Library Center, one or more series of not to exceed
$20,000,000 General Obligation Corporate Purpose Bonds, Series
2018B, for capital improvements, one or more series of not to exceed
$10,000,000 General Obligation Refunding Bonds, Series
2018C, for refunding purposes and one or more series of not to exceed
$5,000,000 Taxable General Obligation Corporate Purpose
Bonds, Series 2018D, for redevelopment projects, of the City of
Evanston, Cook County, Illinois, authorizing the execution of one or
more bond orders in connection therewith, providing for the levy
and collection of a direct annual tax for the payment of the principal
of and interest on said bonds, authorizing and directing the
execution of an escrow agreement in connection with said
refunding bonds, and authorizing and directing the sale of said
bonds at public competitive sale.

and

WHEREAS, the Series 2018A bond total is Twenty-Four Million,
Three-Hundred Eighty-Five Thousand Dollars ($24,385,000.00) there is available
from other sources the amount of Nine Hundred Ninety-Eight Thousand, Eight
Hundred Sixty-Nine Dollars ($998,869.00) which may lawfully be utilized to pay
sums due on said series 2018A bonds for which taxes were heretofore levied;

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

SECTION 1: That the taxes heretofore levied and provided for in
the Ordinance and in the accompanying Bond Order providing for the issuance of
not to exceed Twenty-Four Million, Three-Hundred Eighty-Five Thousand Dollars
($24,385,000.00), General Obligation Bonds, Series 2018A, of the City of
Evanston, Cook County, Illinois, passed July 9, 2018, as Ordinance 71-O-18, be
and the same hereby are abated for the year 2018 under the Series 2018A
bonds by the amount of Nine Hundred Ninety-Eight Thousand, Eight Hundred
Sixty-Nine Dollars ($998,869.00).

SECTION 2: That the City Manager, upon passage of this
Resolution 93-R-18, shall cause to be filed with the County Clerk of Cook
County, Illinois, a certified copy hereof and shall direct said County Clerk to abate
the taxes heretofore levied under said Ordinance 71-O-18 and the accompanying
Bond Order for the year 2018 in the amount of Nine Hundred Ninety-Eight
Thousand, Eight Hundred Sixty-Nine Dollars ($998,869.00).

SECTION 3: That the foregoing recitals are hereby found as fact
and made a part hereof.
SECTION 4: That this Resolution 93-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

______________________________
Stephen H. Hagerty, Mayor

Attest:

______________________________
Devon Reid, City Clerk

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel

Adopted: _________________, 2018
94-R-18

A RESOLUTION

Abating Taxes Levied for the Year 2018
Heredofore Levied to Pay Principal and Interest on
Not to Exceed $16,545,000 General Obligation Corporate
Purpose Bonds, Series 2018B, of the City of Evanston
Cook County, Illinois

WHEREAS, on the 9th day of July, 2018, the City Council of the
City of Evanston, Cook County, Illinois, did adopt Ordinance 71-O-18 entitled:

AN ORDINANCE providing for the issuance of one or more series
of not to exceed $50,000,000 General Obligation Corporate
Purpose Bonds, Series 2018A, to finance the construction and
equipment of a new Robert Crown Community Center, Ice Complex
and Library Center, one or more series of not to exceed
$20,000,000 General Obligation Corporate Purpose Bonds, Series
2018B, for capital improvements, one or more series of not to
exceed $10,000,000 General Obligation Refunding Bonds, Series
2018C, for refunding purposes and one or more series of not to
exceed $5,000,000 Taxable General Obligation Corporate Purpose
Bonds, Series 2018D, for redevelopment projects, of the City of
Evanston, Cook County, Illinois, authorizing the execution of one or
more bond orders in connection therewith, providing for the levy
and collection of a direct annual tax for the payment of the principal
of and interest on said bonds, authorizing and directing the
execution of an escrow agreement in connection with said
refunding bonds, and authorizing an directing the sale of said
bonds at public competitive sale.

and

WHEREAS, the Series 2018B bond total is Sixteen Million, Five-
Hundred Forty-Five Thousand Dollars ($16,545,000) there is available from other
sources the amount of Two Hundred Thousand, Two Hundred and Thirty-Four
Dollars ($200,234.00) which may lawfully be utilized to pay sums due on said series 2018B bonds for which taxes were heretofore levied;

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

SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of not to exceed Sixteen Million, Five-Hundred Forty-Five Thousand Dollars ($16,545,000), General Obligation Bonds, Series 2018B, of the City of Evanston, Cook County, Illinois, passed July 9, 2018, as Ordinance 71-O-18, be and the same hereby are abated for the year 2018 under the Series 2018B bonds by the amount of Two Hundred Thousand, Two Hundred and Thirty-Four Dollars ($200,234.00).

SECTION 2: That the City Manager, upon passage of this Resolution 94-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 71-O-18 and the accompanying Bond Order for the year 2018 in the amount of Two Hundred Thousand, Two Hundred and Thirty-Four Dollars ($200,234.00).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.
SECTION 4: That this Resolution 94-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

______________________________  ______________________________
Stephen H. Hagerty, Mayor         Michelle L. Masoncup, Corporation
Attest:                           Counsel

______________________________  ______________________________
Devon Reid, City Clerk            Approved as to form:
Adopted: ________________________, 2018
A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $8,020,000 General Obligation Corporate Purpose
Bonds, Series 2018C, of the City of Evanston
Cook County, Illinois

WHEREAS, on the 9th day of July, 2018, the City Council of the City of Evanston, Cook County, Illinois, did adopt Ordinance 71-O-18 entitled:

AN ORDINANCE providing for the issuance of one or more series of not to exceed $50,000,000 General Obligation Corporate Purpose Bonds, Series 2018A, to finance the construction and equipment of a new Robert Crown Community Center, Ice Complex and Library Center, one or more series of not to exceed $20,000,000 General Obligation Corporate Purpose Bonds, Series 2018B, for capital improvements, one or more series of not to exceed $10,000,000 General Obligation Refunding Bonds, Series 2018C, for refunding purposes and one or more series of not to exceed $5,000,000 Taxable General Obligation Corporate Purpose Bonds, Series 2018D, for redevelopment projects, of the City of Evanston, Cook County, Illinois, authorizing the execution of one or more bond orders in connection therewith, providing for the levy and collection of a direct annual tax for the payment of the principal of and interest on said bonds, authorizing and directing the execution of an escrow agreement in connection with said refunding bonds, and authorizing an directing the sale of said bonds at public competitive sale.

and

WHEREAS, the Series 2018C bond total is Eight Million, Twenty Thousand Dollars ($8,020,000) there is available from other sources the amount of Ninety-Seven Thousand, Six Hundred Forty-Two Dollars ($97,642.00) which
may lawfully be utilized to pay sums due on said series 2018C bonds for which taxes were heretofore levied;

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

SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of not to exceed Eight Million, Twenty Thousand Dollars ($8,020,000), General Obligation Bonds, Series 2018C, of the City of Evanston, Cook County, Illinois, passed July 9, 2018, as Ordinance 71-O-18, be and the same hereby are abated for the year 2018 under the Series 2018C bonds by the amount of Ninety-Seven Thousand, Six Hundred Forty-Two Dollars ($97,642.00).

SECTION 2: That the City Manager, upon passage of this Resolution 95-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 71-O-18 and the accompanying Bond Order for the year 2018 in the amount of Ninety-Seven Thousand, Six Hundred Forty-Two Dollars ($97,642.00).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.

SECTION 4: That this Resolution 95-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.
Stephen H. Hagerty, Mayor

Attest:

______________________________
Devon Reid, City Clerk

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel

Adopted: _________________, 2018
A RESOLUTION

Abating Taxes Levied for the Year 2018
Heretofore Levied to Pay Principal and Interest on
Not to Exceed $3,570,000 General Obligation Corporate Purpose
Bonds, Series 2018D, of the City of Evanston
Cook County, Illinois

WHEREAS, on the 9th day of July, 2018, the City Council of the
City of Evanston, Cook County, Illinois, did adopt Ordinance 71-O-18 entitled:

AN ORDINANCE providing for the issuance of one or more series
of not to exceed $50,000,000 General Obligation Corporate Purpose Bonds, Series 2018A, to finance the construction and
equipment of a new Robert Crown Community Center, Ice Complex
and Library Center, one or more series of not to exceed
$20,000,000 General Obligation Corporate Purpose Bonds, Series 2018B, for capital improvements, one or more series of not to exceed
$10,000,000 General Obligation Refunding Bonds, Series 2018C, for refunding purposes and one or more series of not to exceed
$5,000,000 Taxable General Obligation Corporate Purpose Bonds, Series 2018D, for redevelopment projects, of the City of
Evanston, Cook County, Illinois, authorizing the execution of one or
more bond orders in connection therewith, providing for the levy
and collection of a direct annual tax for the payment of the principal
of and interest on said bonds, authorizing and directing the
execution of an escrow agreement in connection with said
refunding bonds, and authorizing an directing the sale of said
bonds at public competitive sale.

and

WHEREAS, the Series 2018D bond total is Three Million, Five
Hundred Seventy Thousand Dollars ($3,570,000) there is available from other
sources the amount of One Hundred Forty-Three Thousand, One Hundred and
Thirteen Dollars ($143,113.00) which may lawfully be utilized to pay sums due on said series 2018D bonds for which taxes were heretofore levied;

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

SECTION 1: That the taxes heretofore levied and provided for in the Ordinance and in the accompanying Bond Order providing for the issuance of not to exceed Three Million, Five Hundred Seventy Thousand Dollars ($3,570,000), General Obligation Bonds, Series 2018D, of the City of Evanston, Cook County, Illinois, passed July 9, 2018, as Ordinance 71-O-18, be and the same hereby are abated for the year 2018 under the Series 2018D bonds by the amount of One Hundred Forty-Three Thousand, One Hundred and Thirteen Dollars ($143,113.00).

SECTION 2: That the City Manager, upon passage of this Resolution 96-R-18, shall cause to be filed with the County Clerk of Cook County, Illinois, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance 71-O-18 and the accompanying Bond Order for the year 2018 in the amount of One Hundred Forty-Three Thousand, One Hundred and Thirteen Dollars ($143,113.00).

SECTION 3: That the foregoing recitals are hereby found as fact and made a part hereof.
SECTION 4: That this Resolution 96-R-18 shall be in full force and effect from and after the date of its passage and approval in the manner provided by law.

______________________________
Stephen H. Hagerty, Mayor

Attest:

______________________________
Devon Reid, City Clerk

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel

Adopted: _________________, 2018
Memorandum

To: Honorable Mayor and Members of the City Council

From: Hitesh Desai, Chief Financial Officer

Subject: Ordinance 123-O-18: City of Evanston 2018 Tax Levy

Date: October 22, 2018

Recommended Action:
Staff requests adoption of Tax Levy Ordinance 123-O-18, which levies the annual property tax for General Fund Operations, Illinois Municipal Retirement Fund (IMRF), Police and Fire Pension Funds, and the General Assistance Fund totaling $31,539,995. The corresponding total for 2017 Levy was $30,101,220. This change results in a net increase of $1,438,775 or 4.78% from last year's levy.

Funding Source:
N/A

Livability Benefits:
Education, Arts, and Community—will provide revenues for municipal operations
Innovation and Process—support local government best practices and processes

Summary:
Each year the City of Evanston must levy a specific dollar amount with Cook County. These property tax levies are used to pay for general operations of the City, IMRF, Police and Fire Pension obligations, General Assistance Fund, Library operations and the Solid Waste Fund. The Library, SSA Levies, and Solid Waste levy have been provided under separate cover. The County automatically levies the amounts related to debt service (as budgeted in the Debt Service Fund), which is explained in greater detail below.

Please note that the levy for general obligation debt service is handled differently than a municipal levy for general operating or pension contribution expenses. When a municipality in Cook County issues general obligation debt, the debt amortization schedule is filed with the County after issuance of the bonds, and the County will automatically levy an amount on behalf of the municipality to make the necessary debt payments for both principal and interest. Therefore, the City of Evanston does not levy an annual amount for debt service since the County already does so. Rather, the City must approve and file the necessary abatements for any amounts the City does not
desire the County to automatically levy. These tax levy abatements will be presented to the City Council for action on November 19, 2018.

The table below is a summary of the 2018 Levies (as extended with 2.0% loss ratio added) as listed in the attached General Fund and Pension Tax Levy Ordinance:

<table>
<thead>
<tr>
<th>Levy Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Corporate Levy (per FY19 proposed budget)</td>
<td>$10,552,578</td>
</tr>
<tr>
<td>IMRF Pension Levy (per FY19 proposed budget)</td>
<td>$1,534,466</td>
</tr>
<tr>
<td>General Assistance Fund Levy (Per FY 19 proposed budget)</td>
<td>$918,367</td>
</tr>
<tr>
<td>Fire Pension Levy (per FY19 proposed budget)</td>
<td>$8,149,576</td>
</tr>
<tr>
<td>Police Pension Levy (per FY19 proposed budget)</td>
<td>$10,385,008</td>
</tr>
<tr>
<td><strong>Total Levy (excluding Debt Service, Solid Waste and Library)</strong></td>
<td><strong>$31,539,995</strong></td>
</tr>
</tbody>
</table>

The corresponding total for 2017 Levy was $30,101,220 resulting in a net increase of $1,438,775 or 4.78% from last year’s levy. Adding the Debt Service, the Solid Waste Levy and Library Fund levy, the total proposed extended Levy for 2018 is $50,497,915. The 2017 extended total Levy was $48,494,651 making the proposed increase 4.13% for all funds.

Questions regarding the Tax Levy may be directed to the City Treasurer at:

Hitesh Desai
Treasurer
847.448.8082
HDesai@cityofevanston.org

Attachments:
Ordinance 123–O-18
AN ORDINANCE

Levying Taxes in the City of Evanston, County of Cook, and State of Illinois, for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019

WHEREAS, the City of Evanston, Illinois, has heretofore adopted an annual budget for the fiscal year beginning January 1, 2019, and ending December 31, 2019, which said Budget document was reviewed at a public hearing and copies of which said Budget document have been continuously available for public inspection at the office of the City Clerk of the City of Evanston at the Civic Center, 2100 Ridge Avenue, Evanston, Illinois, between the hours of 8:30 a.m. and 5:00 p.m., Monday through Friday, except holidays; and

WHEREAS, said Budget document contains the expenditures to be made with the monies collected through taxation and other sources during said fiscal year; and

WHEREAS, the City of Evanston, Illinois, is a Home Rule unit of local government pursuant to the terms and provisions of Article VII of the 1970 Constitution of the State of Illinois, which said Constitution, in Section 6(a) thereof, grants unto the City of Evanston as a Home Rule unit of local government the power to tax;

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

SECTION 1: That, in order to meet expenses and liabilities of the City of Evanston, Illinois, for the current fiscal year beginning January 1, 2019, there is hereby levied on all real property subject to taxation within the corporate limits of said City of Evanston as assessed and equalized for the year 2018 the sum of Thirty One million,
Five hundred Thirty Nine thousand, Nine hundred Ninety Five dollars ($31,539,995), being the total of the budget legally made plus allowances for collection losses, which are to be collected from the tax levy of the City of Evanston for the year 2018 and all corporate purposes appropriated and specifically referred to in the FY 2019 proposed Budget to the City Council. Budgeted Funds are to be collected from the tax levy of the current fiscal year of the City of Evanston, Illinois, for:

<table>
<thead>
<tr>
<th>Levy Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Corporate Levy (per FY19 proposed budget)</td>
<td>$10,552,578</td>
</tr>
<tr>
<td>IMRF Pension Levy (per FY19 proposed budget)</td>
<td>$1,534,466</td>
</tr>
<tr>
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<tr>
<td>Fire Pension Levy (per FY19 proposed budget)</td>
<td>$8,149,576</td>
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<tr>
<td>Police Pension Levy (per FY19 proposed budget)</td>
<td>$10,385,008</td>
</tr>
<tr>
<td>Total Levy (excluding Debt Service, Solid Waste and Library)</td>
<td>$31,539,995</td>
</tr>
</tbody>
</table>

The specific amounts hereby levied for the various purposes and funds are designated by being placed in separate columns under the heading “To Be Raised By Taxation,” and are identified in that manner on the following pages of this Ordinance.

**SECTION 2:** That there be budgeted for the City of Evanston: A) Ten million Five hundred Fifty Two thousand Five hundred Seventy-Eight dollars ($10,552,578) for the General Corporate Purposes; B) One million, Five hundred Thirty-Four thousand, Four hundred Sixty-Six dollars ($1,534,466) for the Illinois Municipal Retirement Fund Pension(IMRF); C) Nine hundred Eighteen Thousand, Three hundred Sixty-Seven dollars ($918,367) for the General Assistance Fund; D) Eight million, One hundred Forty-Nine thousand, Five hundred Seventy-Six dollars ($8,149,576) for the Fire Pension Fund; and D) Ten million, Three hundred Eighty-Five thousand, Eight dollars ($10,385,008) for the Police Pension Fund, as outlined in the City of Evanston Tax Levy Filing with Cook County FY 2019 Budget – Tax Levy Year 2018 to be
Received in FY 2019, attached hereto as “Exhibit 1” and incorporated herein by reference.

**SECTION 3:** That the foregoing recitals are found as fact and made a part hereof.

**SECTION 4:** That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5:** That this Ordinance 123-O-18 shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

Introduced:___________________, 2018

Adopted:___________________, 2018

Approved:___________________, 2018

______________________________________
Stephen H. Hagerty, Mayor

Attest:______________

Approved as to form:

______________________________________
Devon Reid, City Clerk

Michelle Masoncup, Corporation Counsel
Exhibit 1

City of Evanston Tax Levy filing with Cook County FY2019 Budget
- Tax Levy Year 2018 to be received in FY2019
### Exhibit A

#### City of Evanston
**Tax Levy Filing with Cook County**

**General Corporate Purpose Tax Levy - Tax Levy Year 2018 to be Received in FY 2019**

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Category</th>
<th>Department</th>
<th>Amount Budgeted</th>
<th>Amount To Be Levied</th>
<th>Amount Tax Levy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary &amp; Benefits</td>
<td>100.1300/1400 City Council and Clerk</td>
<td>100.1300/1400 City Council and Clerk</td>
<td>611,014</td>
<td>54,578</td>
<td>556,436</td>
<td></td>
</tr>
<tr>
<td>Services and Supplies</td>
<td>100.1300/1400 City Council and Clerk</td>
<td>100.1300/1400 City Council and Clerk</td>
<td>101,140</td>
<td>9,034</td>
<td>92,106</td>
<td></td>
</tr>
<tr>
<td>Other Charges</td>
<td>100.1300/1400 City Council and Clerk</td>
<td>100.1300/1400 City Council and Clerk</td>
<td>12,958</td>
<td>1,157</td>
<td>11,801</td>
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</tr>
<tr>
<td>Salary &amp; Benefits</td>
<td>100.1505-1580 City Manager's Office</td>
<td>100.1505-1580 City Manager's Office</td>
<td>3,576,939</td>
<td>319,506</td>
<td>3,257,433</td>
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<tr>
<td>Services and Supplies</td>
<td>100.1505-1580 City Manager's Office</td>
<td>100.1505-1580 City Manager's Office</td>
<td>1,009,182</td>
<td>90,144</td>
<td>919,038</td>
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<tr>
<td>Other Charges</td>
<td>100.1505-1580 City Manager's Office</td>
<td>100.1505-1580 City Manager's Office</td>
<td>2,369,542</td>
<td>211,657</td>
<td>2,157,885</td>
<td></td>
</tr>
<tr>
<td>Salary &amp; Benefits</td>
<td>100.1705/1710 Law</td>
<td>100.1705/1710 Law</td>
<td>635,527</td>
<td>56,768</td>
<td>578,759</td>
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<tr>
<td>Services and Supplies</td>
<td>100.1705/1710 Law</td>
<td>100.1705/1710 Law</td>
<td>43,152</td>
<td>3,855</td>
<td>39,297</td>
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<tr>
<td>Other Charges</td>
<td>100.1705/1710 Law</td>
<td>100.1705/1710 Law</td>
<td>2,369,542</td>
<td>211,657</td>
<td>2,157,885</td>
<td></td>
</tr>
<tr>
<td>Salary &amp; Benefits</td>
<td>100.1905-1999 Administrative Services</td>
<td>100.1905-1999 Administrative Services</td>
<td>6,361,356</td>
<td>568,221</td>
<td>5,793,135</td>
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<td>Services and Supplies</td>
<td>100.1905-1999 Administrative Services</td>
<td>100.1905-1999 Administrative Services</td>
<td>2,875,472</td>
<td>256,848</td>
<td>2,618,624</td>
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<td>Other Charges</td>
<td>100.1905-1999 Administrative Services</td>
<td>100.1905-1999 Administrative Services</td>
<td>168,904</td>
<td>15,087</td>
<td>153,817</td>
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<tr>
<td>Salary &amp; Benefits</td>
<td>100.2101-2715 Community Development</td>
<td>100.2101-2715 Community Development</td>
<td>2,487,632</td>
<td>222,025</td>
<td>2,265,427</td>
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<tr>
<td>Services and Supplies</td>
<td>100.2101-2715 Community Development</td>
<td>100.2101-2715 Community Development</td>
<td>638,453</td>
<td>50,209</td>
<td>581,424</td>
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<td>Other Charges</td>
<td>100.2101-2715 Community Development</td>
<td>100.2101-2715 Community Development</td>
<td>411,363</td>
<td>36,745</td>
<td>374,618</td>
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<tr>
<td>Salary &amp; Benefits</td>
<td>100.2205-2290 Police</td>
<td>100.2205-2290 Police</td>
<td>27,083,612</td>
<td>2,419,214</td>
<td>24,664,398</td>
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<tr>
<td>Services and Supplies</td>
<td>100.2205-2290 Police</td>
<td>100.2205-2290 Police</td>
<td>794,426</td>
<td>70,961</td>
<td>723,465</td>
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<tr>
<td>Other Charges</td>
<td>100.2205-2290 Police</td>
<td>100.2205-2290 Police</td>
<td>11,755,773</td>
<td>902,155</td>
<td>10,853,618</td>
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</tr>
<tr>
<td>Salary &amp; Benefits</td>
<td>100.2305-2320 Fire</td>
<td>100.2305-2320 Fire</td>
<td>14,576,440</td>
<td>1,302,024</td>
<td>13,274,416</td>
<td></td>
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<tr>
<td>Services and Supplies</td>
<td>100.2305-2320 Fire</td>
<td>100.2305-2320 Fire</td>
<td>375,423</td>
<td>33,534</td>
<td>341,889</td>
<td></td>
</tr>
<tr>
<td>Other Charges</td>
<td>100.2305-2320 Fire</td>
<td>100.2305-2320 Fire</td>
<td>10,099,816</td>
<td>902,155</td>
<td>9,197,661</td>
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<tr>
<td>Salary &amp; Benefits</td>
<td>100.2405-4540 Health and Human Services</td>
<td>100.2405-4540 Health and Human Services</td>
<td>2,159,385</td>
<td>192,885</td>
<td>1,966,500</td>
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</tr>
<tr>
<td>Services and Supplies</td>
<td>100.2405-4540 Health and Human Services</td>
<td>100.2405-4540 Health and Human Services</td>
<td>165,852</td>
<td>14,815</td>
<td>151,037</td>
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<tr>
<td>Other Charges</td>
<td>100.2405-4540 Health and Human Services</td>
<td>100.2405-4540 Health and Human Services</td>
<td>1,218,851</td>
<td>108,694</td>
<td>1,108,157</td>
<td></td>
</tr>
<tr>
<td>Salary &amp; Benefits</td>
<td>100.2605-7690 Public Works</td>
<td>100.2605-7690 Public Works</td>
<td>8,208,396</td>
<td>733,206</td>
<td>7,475,190</td>
<td></td>
</tr>
<tr>
<td>Services and Supplies</td>
<td>100.2605-7690 Public Works</td>
<td>100.2605-7690 Public Works</td>
<td>2,248,919</td>
<td>200,882</td>
<td>2,048,037</td>
<td></td>
</tr>
<tr>
<td>Other Charges</td>
<td>100.2605-7690 Public Works</td>
<td>100.2605-7690 Public Works</td>
<td>3,210,501</td>
<td>286,774</td>
<td>2,923,727</td>
<td></td>
</tr>
<tr>
<td>Salary &amp; Benefits</td>
<td>100.3005-3950 Parks, Recreation/Community Services</td>
<td>100.3005-3950 Parks, Recreation/Community Services</td>
<td>6,901,616</td>
<td>616,479</td>
<td>6,285,137</td>
<td></td>
</tr>
<tr>
<td>Services and Supplies</td>
<td>100.3005-3950 Parks, Recreation/Community Services</td>
<td>100.3005-3950 Parks, Recreation/Community Services</td>
<td>4,461,827</td>
<td>398,548</td>
<td>4,063,279</td>
<td></td>
</tr>
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**Total** $10,552,578
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<td>23 FIRE MGMT &amp; SUPPORT</td>
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Total to be Levied 1,534,467
Loss Factor 30,689
**Amount to be raised by taxes** 1,503,777
## Exhibit C

**Level 2 - Reporting Column Labels**

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**Grand Total**

$1,282,502 $382,503 $900,000

**Total to be Levied**

918,367

**Loss Factor**

18,367

**Amount to be raised by taxes**

900,000
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Total to be Levied 8,149,576
Loss Factor 162,992
Amount to be raised by taxes 7,986,584
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Total to be Levied 10,385,008
Loss Factor 207,700
Amount to be raised by taxes 10,177,308
Memorandum

To: Honorable Mayor and Members of the City Council
From: Karen Danczak Lyons, Library Director
       Hitesh Desai, Chief Financial Officer/Treasurer
Subject: Ordinance 124-O-18, Evanston Library Fund 2018 Tax Levy
Date: October 27, 2018

Recommended Action:
The Library Board requests adoption of Tax Levy Ordinance 124-O-18, per Library Board action on October 17, 2018, which levies the annual property tax for the Evanston Public Library in the amount of $6,887,755 as extended. This represents an increase of 1.8% over the 2017 Levy of $6,761,668 as extended.

Funding Source:
N/A

Livability Benefits:
Education, Arts, and Community—will provide revenues for municipal operations
Innovation and Process—support local government best practices and processes

Summary:
The Library Fund Levy is proposed at $6,887,755 as extended. This represents an increase of 1.8% over the 2017 Levy of $6,761,668 as extended.

Questions regarding this ordinance may be forwarded to:

Hitesh Desai
Treasurer
847.448.8082
HDesai@cityofevanston.org

Karen Danczak Lyons
Library Director
847.448.8655
kdanczaklyons@cityofevanston.org

Attachment: Ordinance 124-O-18
AN ORDINANCE
Levying Taxes for the Library Fund
in the City of Evanston, County of Cook,
and State of Illinois, for the Fiscal Year Beginning
January 1, 2019 and Ending December 31, 2019

WHEREAS, the City of Evanston, Illinois, has heretofore adopted an annual
budget for the fiscal year beginning January 1, 2019, and ending December 31, 2019,
which said Budget document was reviewed at a public hearing and copies of which said
Budget document have been continuously available for public inspection at the office of
the City Clerk of the City of Evanston at the Civic Center, 2100 Ridge Avenue, Evanston,
Illinois, between the hours of 8:30 a.m. and 5:00 p.m., Monday through Friday, except
holidays; and

WHEREAS, said Budget document contains the expenditures to be made
with the monies collected through taxation and other sources during said fiscal year; and

WHEREAS, the City of Evanston, Illinois, is a Home Rule unit of local
government pursuant to the terms and provisions of Article VII of the 1970 Constitution
of the State of Illinois, which said Constitution, in Section 6(a) thereof, grants unto the
City of Evanston as a Home Rule unit of local government the power to tax;

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

SECTION 1: That, in order to meet expenses and liabilities for the Library
Fund of the City of Evanston, Illinois, for the current fiscal year beginning January 1,
2019, there is hereby levied on all real property subject to taxation within the corporate
limits of said City of Evanston as assessed and equalized for the year 2018 the sum of Six Million, Eight Hundred Eighty-Seven Thousand, Seven Hundred Fifty-Five Dollars ($6,887,755), being the total of the budget legally made plus allowances for collection losses, which are to be collected from the tax levy of the City of Evanston for the year 2018 for Library Fund Purposes appropriated and specifically referred to in the FY 2019 proposed budget.

The specific amounts hereby levied for the Library Fund purposes is designated by being placed in separate column under the heading “To Be Raised By Taxation,” and is identified in that manner on the following pages of this Ordinance.

**SECTION 2:** That there be appropriated for the City of Evanston: The sum of Six Million, Eight Hundred Eighty-Seven Thousand, Seven Hundred Fifty-Five Dollars ($6,887,755), for the Library Fund Purposes, as outlined in the City of Evanston Tax Levy Filing with Cook County FY19 Budget – Tax Levy Year 2018 to be Received in FY19, attached hereto as “Exhibit A” and incorporated herein by reference.

**SECTION 3:** That the foregoing recitals are found as fact and made a part hereof.

**SECTION 4:** That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5:** That this Ordinance 124-O-18 shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.
Introduced: ________________, 2018
Adopted: ________________, 2018

_______________________________

_______________________________

_______________________________

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_______________________________

_______________________________

Approved: _______________________, 2018

_______________________________

Attest: _________________________

Approved as to form: _________________________

_______________________________

Michelle Masoncup, Corporation Counsel

_______________________________

Devon Reid, City Clerk

Stephen H. Hagerty, Mayor
Exhibit 1

*City of Evanston Tax Levy filing with Cook County FY2019 Budget*
- Tax Levy Year 2018 to be received in FY2019
<table>
<thead>
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<th>Level 2 - Reporting</th>
<th>Column Labels</th>
<th>Sources Outside Levy</th>
<th>2018 Tax Levy</th>
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<td><strong>22,700</strong></td>
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<td><strong>65641 - AUDIO VISUAL COLLECTIONS</strong></td>
<td><strong>141,800</strong></td>
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<td><strong>Transfer</strong></td>
<td><strong>367,781</strong></td>
<td><strong>62305 - RENTAL OF AUTO-FLEET MAINTENANCE</strong></td>
<td><strong>5,440</strong></td>
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<td><strong>62309 - RENTAL OF AUTO REPLACEMENT</strong></td>
<td><strong>4,885</strong></td>
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<tr>
<td></td>
<td></td>
<td><strong>66025 - TRANSFER TO DEBT SERVICE - ERI</strong></td>
<td><strong>87,456</strong></td>
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<td></td>
<td><strong>66131 - TRANSFER TO GENERAL FUND</strong></td>
<td><strong>270,000</strong></td>
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<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$7,819,820</strong></td>
<td><strong>$1,069,820</strong></td>
<td><strong>$6,750,000</strong></td>
</tr>
</tbody>
</table>

- **Tax Levy as Extended**: $6,887,755
- **Loss factor**: $137,755
- **Net Tax Levy**: $6,750,000
Memorandum

To: Honorable Mayor and Members of the City Council

From: Hitesh Desai, Chief Financial Officer/Treasurer

Subject: Ordinance 125-O-18, Solid Waste Fund 2018 Tax Levy

Date: October 22, 2018

Recommended Action:
Staff requests adoption of Tax Levy Ordinance 125-O-18, which levies the annual property tax for the Solid Waste Fund in the amount of $836,735.

Funding Source:
N/A

Livability Benefits:
Education, Arts, and Community—will provide revenues for municipal operations
Innovation and Process—support local government best practices and processes

Summary:
Ordinance 125-O-18 is the annual tax levy for the Solid Waste Fund. The City Council reviewed several alternative funding scenarios for annual solid waste operations and adopted a tax levy of 1% which was estimated at $410,000 ($418,367 as extended) for Tax year 2017. The levy amount for 2018 is $820,000 (836,735 as extended) which is a $418,368 increase over the 2017 levy amount.

Questions regarding this ordinance may be forwarded to:

Hitesh Desai
Treasurer
847.448.8082
HDesai@cityofevanston.org

Attachment:
Ordinance 125-O-18
AN ORDINANCE

Levying Taxes for the Solid Waste Fund in the City of Evanston, County of Cook, and State of Illinois, for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019

WHEREAS, the City of Evanston, Illinois, has heretofore adopted an annual budget for the fiscal year beginning January 1, 2019, and ending December 31, 2019, which said Budget document was reviewed at a public hearing and copies of which said Budget document have been continuously available for public inspection at the office of the City Clerk of the City of Evanston at the Civic Center, 2100 Ridge Avenue, Evanston, Illinois, between the hours of 8:30 a.m. and 5:00 p.m., Monday through Friday, except holidays; and

WHEREAS, said Budget document contains the expenditures to be made with the monies collected through taxation and other sources during said fiscal year; and

WHEREAS, the City of Evanston, Illinois, is a Home Rule unit of local government pursuant to the terms and provisions of Article VII of the 1970 Constitution of the State of Illinois, which said Constitution, in Section 6(a) thereof, grants unto the City of Evanston as a Home Rule unit of local government the power to tax;

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

SECTION 1: That, in order to meet expenses and liabilities for the Solid Waste Fund of the City of Evanston, Illinois, for the current fiscal year beginning January 1, 2019, there is hereby levied on all real property subject to taxation within the...
corporate limits of said City of Evanston as assessed and equalized for the year 2018 the sum of Eight Hundred Thirty Six Thousand, Seven Hundred Thirty-Five ($836,735), being the total of the budget legally made plus allowances for collection losses, which are to be collected from the tax levy of the City of Evanston for the year 2018 for Solid Waste Fund Purposes appropriated and specifically referred to in the FY 2019 proposed Budget. The specific amounts hereby levied for the Solid Waste Fund purposes is designated by being placed in separate column under the heading “To Be Raised By Taxation,” and is identified in that manner on the following pages of this Ordinance.

SECTION 2: That there be appropriated for the City of Evanston: The sum of Eight Hundred Thirty Six Thousand Seven Hundred Thirty-Five ($836,735), for the Solid Waste Fund Purposes, as outlined in the City of Evanston Tax Levy Filing with Cook County FY19 Budget – Tax Levy Year 2018 to be Received in FY19, attached hereto as “Exhibit A” and incorporated herein by reference.

SECTION 3: That the foregoing recitals are found as fact and made a part hereof.

SECTION 4: That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5: That this Ordinance 125-O-18 shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.
Introduced: ________________, 2018

Adopted: ________________, 2018

Approved: ____________________________, 2018

_______________________________
Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

_______________________________
Michelle Masoncup, Corporation Counsel
Exhibit 1

City of Evanston Tax Levy filing with Cook County FY2019 Budget
- Tax Levy Year 2018 to be received in FY2019
<table>
<thead>
<tr>
<th>Account Type</th>
<th>Expenses</th>
<th>Sources Outside</th>
<th>2018 Tax Levy</th>
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<tbody>
<tr>
<td>Row Labels</td>
<td>Calendar 2019</td>
<td>Levy</td>
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<tr>
<td>520 SOLID WASTE FUND</td>
<td>5,437,028.21</td>
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<tr>
<td>Salary &amp; Benefit</td>
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<td>6110 - REGULAR PAY</td>
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<tr>
<td>61625 - AUTO ALLOWANCE</td>
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<td>68315 - DEBT SERVICE- INTEREST</td>
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<td>67107 - OUTREACH</td>
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<td>Serv &amp; Supplies</td>
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<td>62380 - COPY MACHINE CHARGES</td>
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<td>62390 - CONDOMINIUM REFUSE COLL</td>
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<td>62405 - SWANCC DISPOSAL FEES</td>
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<td>62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS</td>
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<td>62417 - YARD WASTE REMOVAL CONTRACTUAL COSTS</td>
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<td>62705 - BANK SERVICE CHARGES</td>
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<td>64540 - TELECOMMUNICATIONS - WIRELESS</td>
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<td>700</td>
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<td>65090 - SAFETY EQUIPMENT</td>
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<td>Transfer</td>
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<td>62305 - RENTAL OF AUTO-FLEET MAINTENANCE</td>
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<tr>
<td>Grand Total</td>
<td>5,437,028</td>
<td>4,617,028</td>
<td>820,000</td>
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</tbody>
</table>

Levy as Extended 836,735
Collection Losses 16,735
Net Levy 820,000

122 of 273
To: Honorable Mayor and Members of the City Council

From: Hitesh Desai, Chief Financial Officer/Treasurer

Subject: Ordinance 126-O-18, Special Service Area #4- 2018 Tax Levy

Date: October 22, 2018

Recommended Action:
Staff requests adoption of Tax Levy Ordinance 126-O-18, which levies the annual property tax for Special Service Area #4 in the amount of $525,000 ($535,714 as extended). This represents an increase of 41.9% over the 2017 Levy of $370,000 ($377,551 as extended). In addition, staff requests adoption of the Downtown Evanston budget.

Livability Benefits:
Education, Arts, and Community—will provide revenues for municipal operations
Innovation and Process—support local government best practices and processes

Summary:
Ordinance 126-O-18 is the annual tax levy for Special Service Area #4, which funds a portion of the activities of Downtown Evanston. The 2018 Levy is based on the City’s agreement with Downtown Evanston and on the FY 2019 Proposed Budget for the City of Evanston. The total tax levy as extended for 2018 is $535,714. This represents an increase of 41.9% over the 2017 Levy of 377,551 as extended.

Legislative History:
The Economic Development Committee voted unanimously 6-0 to recommend approval at its meeting on October 25, 2018.

Questions regarding this ordinance may be forwarded to:
Hitesh Desai, Treasurer
847.448.8082
HDesai@cityofevanston.org

Attachment:
Ordinance 126-O-18
Downtown Evanston Budget Documents
AN ORDINANCE

Levying Taxes for the Special Service Area No. 4 of the City of Evanston, County of Cook, and State of Illinois, for the Fiscal year Beginning January 1, 2019, and Ending December 31, 2019

WHEREAS, the City of Evanston, Illinois is a Home Rule unit of local government pursuant to the terms and provisions of Article VII of the 1970 Constitution of the State of Illinois, which said Constitution in Section 6(a) thereof grants unto the City of Evanston as a Home Rule unit of government the power to tax;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: That, in order to meet expenses and liabilities of the Special Service Area No. 4 of the City of Evanston, Illinois, for the fiscal year beginning January 1, 2019, there is hereby levied on all real property subject to taxation within the limits of said Special Service Area No. 4 of the City of Evanston as assessed and equalized for the year 2018, the sum of Five hundred Thirty-Five thousand, Seven hundred Fourteen dollars ($535,714.00), being the total 2019 budget plus allowances for collection losses, which are to be collected from the tax levy of Special Service Area No. 4 of the City of Evanston for the year 2018. The specific amounts levied for the various purposes and funds are designated by being placed in separate
columns under headings "To Be Raised By Taxation," and are identified in that manner on the following pages of this Ordinance.

**SECTION 2:** That there be appropriated for the City of Evanston Special Service Area No. 4:

Fund 210 – Special Service Area No. 4

<table>
<thead>
<tr>
<th>Special Service Area No. 4 Fund</th>
<th>Budget</th>
<th>Source Other Than Taxation</th>
<th>Levy Taxes</th>
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<td>Personal Services</td>
<td>$211,326</td>
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<tr>
<td>Maintenance</td>
<td>$200,000</td>
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<tr>
<td>Professional and Other</td>
<td>$205,600</td>
<td>$91,926</td>
<td>$113,674</td>
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<td><strong>SUBTOTAL</strong></td>
<td><strong>$616,926</strong></td>
<td><strong>$91,926</strong></td>
<td><strong>$525,000</strong></td>
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<td>Collection Losses</td>
<td></td>
<td></td>
<td>$10,714</td>
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<tr>
<td><strong>TOTAL TAXATION</strong></td>
<td></td>
<td></td>
<td><strong>$535,714</strong></td>
</tr>
</tbody>
</table>

**SECTION 3:** Per City ordinance 67-O-07 adopted July 9, 2007, under no circumstances shall the total annual amount levied exceed 0.1464% of the Special Service Area No. 4 equalized assessed valuation.

**SECTION 4:** That the foregoing recitals are found as fact and made a part hereof.

**SECTION 5:** That all ordinances or parts of ordinances in conflict herewith are repealed.

**SECTION 6:** That this ordinance 126-O-18 shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.
Introduced:______________, 2018
Adopted:______________, 2018

_______________________________

Stephen H. Hagerty, Mayor

Attest:

Michelle Masoncup, Corporation Counsel

Approved:

_______________________________, 2018

Approved as to form:

Devon Reid, City Clerk
Downtown Evanston CY2018 Proposed Budget

Budget Line Item Definitions

The following definitions are intended to aid City staff and the City Council in understanding the approach to this budget as a full-time operation. Income and expense line items are described for background purposes.

**Income Line Items**

**Special Service Area #4 (SSA #4):** This line item, $525,000 in the 2019 Budget, is the proceeds from the self-imposed-tax paid by commercial property owners within the SSA’s legally defined geography. These proceeds are collected by the City of Evanston. Downtown Evanston invoices the City of Evanston’s Finance Department quarterly for these proceeds. Based on the preliminary 2017 tax assessor’s calculation for this district, the maximum tax that will be produced from the .1464 rate is $525,000. We are requesting that the City levy an amount of $525,000. The EAV for 2018 has increased by $37M. By authorizing the higher levy, we will take advantage of all the available tax dollars up to our tax cap rate.

The overall budget request to provide these special services, pay salaries and operate the organization is **$580,000**. This represents $525,000 from SSA#4 levy, $50,000 from City of Evanston Economic Development Fund (for maintenance including landscaping, flower planting and 1 annual power wash.

SSA#4 will expire on 12/31/2018. This year, Downtown Evanston staff and an advisory committee have begun the process of reconstituting this district to explore the possibility of increasing the rate to accommodate for the increase of costs to provide services, including more enhancements for landscaping and maintenance, new holiday décor, more placemaking and public art activities and the possibility of a district-wide weekend valet program. This process will continue in 2019 and the district will be reconstituted through the city and state processes.

**City of Evanston Contribution:** As described in Ordinance #67-O-07, the City may make a contribution to Downtown Evanston from one of four funds—the Washington National TIF (now expired), Special Tax Allocation Fund, the Economic Development Fund, and any appropriate City Council approved funding source. The projected amount for CY2019 is recommended to be $50,000. As with SSA#4 payments, the expectation is that these contributions will be invoiced quarterly. As is noted above, the contribution amount may need to be adjusted downward based on the final levy collection for 2018 under the tax cap rate of .1464.

Additionally, the SSA#4 district will expire on 12/31/18 and Downtown Evanston will begin the process to reconstitute the district in December of 2017. The organization plans to hold public meetings and conduct surveys and a needs
assessment to gauge the special services stakeholders would like to continue/add/terminate for the next 10 years (or life of taxing district) and at the tax rate of which these services will be provided.

**Maintenance Contract Reimbursements:** The maintenance contract with the Brightview was approved by Downtown Evanston’s Executive Board. Certain services provided through the Downtown Evanston sub-contract are services performed at the needs of the district including flower plantings, additional garbage pickup and sidewalk maintenance. These reimbursements are for these special services.

The new Fountain Square area will increase the costs to this contract, with an addition of 17 planters requiring seasonal plantings and 40 tables and 160 chairs that will require weekly cleaning.

**Contributions:** This projection represents an agreed upon contribution of $20,000 by Northwestern University as owner of 1800 Sherman Avenue, a building within the downtown district. Northwestern has agreed to this contribution. As with the other key revenue categories, the plan is to invoice quarterly for these proceeds.

**Marketing and Event Program Reimbursements:** Downtown Evanston is working to be more self-sufficient in that we can rely on sponsorship and event revenue as additional income. It is anticipated that these efforts will represent $25,000 in 2019. Several Downtown Evanston marketing programs are conducted jointly with downtown business owners, including the street pole banners, cooperative advertising and event sponsorships. Sponsorship opportunities include: Thursday Night Live, Oktoberfest, Big Bite Night and the Holiday Tree Lighting.

**Interest Income:** Downtown Evanston maintains an insured money market account, in addition to its operating checking account, with First Bank & Trust. Some interest income is received annually from deposits to this account prior to any transfer to the checking account.

**Expense Line Items**

Expenses are divided into general categories—Advertising, Events, Directory and Print, Display Ads, Maintenance, Holiday Decorations, Payroll, and Administrative. These categories have been separated for reviewer clarity.

**Advertising:** The advertising budget comprises of marketing downtown Evanston generally and in 2019 focusing on the new fountain square and our events. Capitalizing on the completion of the new public plaza and the success of moving Thursday Night Live and other small scale events to this area, we want to be sure to
showcase this area in our print and radio advertisements. The second tier of marketing targets the Evanston market to “Shop Evanston” or to show support for independent stores using and working to take advantage of the Small Business Saturday hype only year-round. Starting in 2015 resources were redirected to digital advertising, paid social media posts and radio ads thereby reducing print advertising. This has allowed for better tracking the success of ads with website analytics and click through information.

The commercial real estate message is different than our audience of shoppers, diners and entertainment seekers. This message and portion of the budget aims to attract new entertainment and experienced-based tenants to fill vacancies. In 2018 DTE staff conducted several walking tours with prospective tenants, these efforts along with larger social media campaigns will continue into 2019. The “We’d Rather Be Bowling” video was well received by a national bowling operator; the challenge continues to be the perfect site for such a unique use. I think another video to attract more family focused entertainment operators will help us in our efforts to attract those specific tenants. Working in conjunction with the Economic Development staff to market to larger developments as well as available office space. Downtown Evanston’s ongoing campaign to enhance downtown’s image as a place to do business is among our highest priority. Also, Downtown Evanston has moved into a co-working space at 909 Davis – Industrious and only two months in, we have been having great meetings with

Examples:

- The annual registrations for two International Council of Shopping Centers meetings in Chicago, and printing expenses for attraction piece and data collection. These two events attract retailers and site locators seeking locations throughout the Midwest. The second meeting features presentations by retailers providing site specifics. Downtown Evanston staff will attend both events.
- Variations in expense for the commercial real estate category. The commercial real estate expenses differ from general marketing. Reaching those decision makers through advertising and outreach to the office broker community requires a different approach. There are local and regional channels for ongoing image development; most are trade publications, print and electronic. In 2018, as with all marketing the focus will be mainly electronic and through traditional networking.

Events: Certain events, unless retail promotions, do not ‘ring registers.’ They provide visibility for the broader downtown offering as well as building on our brand. These line items include event specific expenses only. Beginning in 2016, Downtown Evanston hosted a large scale sponsored and ticketed event to assist with diversifying our funding stream. Now in its fourth year, the event did bring in revenue but the
hope is to attract more corporate sponsors with the ad placements, social media outreach, photos and a short video from this year’s event.

The Thursday Night Live ten-week live music series is the second largest event, including expenses for performers. In 2018, we were able to use the new fountain square area to a great response from the community. We also held some morning and afternoon fitness classes, a dance class and story time events in the area and we will continue these efforts in 2019. The Sidewalk Sale expense is for a small amount of direct expense specific to that retail promotion. Smaller line items recognize event specific expense for Big Bite Night and to continue our success with themed “walks” or “strolls” such as our Wine Walk and Warm Bevvy Walk and a Trick or Treat stroll and party.

Map and Guide and Website:
In 2015 a new design and layout was completed for the downtown directory, including using action words and color coordination from our logo. The map and guide requires frequent updates, therefore, it will be printed four times each year. In 2018 we printed 25,000 and have distributed most of them. These maps are distributed to downtown hotel, a Northwestern Welcome Week and a few hotels in the suburbs.

This year we noticed a significant increase in requests from Northwestern including Kellogg and “Wildcat Welcome” events, off-campus students and reunion events/clubs, which help us reach a broader NU audience.

In 2018, we incorporated live stream of social media photos to be automatically populated on our website’s Eat & Drink, Shop and Be Entertained pages. This came to us after the success of a few food/dining focused Instagram tours hosted in 2016/2017. Pictures of food have proven to be a great way to increase our social media reach.

Display Ads:
The street pole banners expense totals $12,000 to design, print, install and monitor. In the next few weeks we plan to install a new design. The banner program not only enhances the aesthetic downtown but allows for a co-op advertising program for the organization. The new banners will reflect the design of the “We Love Downtown Evanston” campaign.

Maintenance:
The contract with Brightview includes: maintenance and seasonal plantings for 35 planters (an addition of 17 planters in Fountain Square), extra trash removal, sidewalk maintenance and maintenance of some street level and planter beds throughout downtown. Within maintenance, there are additional funds included in this line item
for plant materials and event maintenance such as Big Bite Night, Oktoberfest, Kits, Cats and Kids and Holiday Tree Lighting. This also represents costs to purchase any materials excluded from the larger maintenance sub-contract. Downtown Evanston along with Public Works and Economic Development staff are researching a new method to provide these services. After the district is reconstituted in 2019 the contract will then be split allowing for a maintenance company to provide the maintenance and a landscaping company to provide the landscaping.

Holiday Décor:
In 2018 Downtown Evanston will once again install 105 snowflakes and 166 lighted wreaths. It is our plan that in 2020 we will have the resources to purchase updated décor. In 2015, Downtown Evanston switched to a local vendor which resulted in a cost savings for installation. In FY09, Downtown Evanston approved the purchase of LED lights for the Holiday Tree at Fountain Square. These lights use less power, and will also be removed from the tree after the season and stored for re-use each year.

Payroll/Benefits/Taxes/Fees:
This line item represents the largest expense category. Full-time salaries for an Executive Director and a Business Development and Marketing Manager to provide the special services and health benefits, which are made available from the City of Evanston. In 2018 the medical benefits cost doubled. *The estimate shown applies the single rate for the City’s PPO & HMO on an annual basis less a 30% employee contribution for these benefits.*

Included in the budget is a part time bookkeeper that generally works 2-3 hours per week and manages the accounting system and works in tandem with the Executive Director and Downtown Evanston’s accounting firm and Treasurer on financial matters.

Administrative- non- personnel:
This line item includes the day-to-day cost of operating the Downtown Evanston office including, rent, internet, phone, website hosting/maintenance, supplies and materials.
## FY BUDGET 2019

### INCOME

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<th>Category</th>
<th>Details</th>
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<tr>
<td>NORTHWESTERN CONTRIBUTION</td>
<td></td>
<td>20,000.00</td>
</tr>
<tr>
<td>SPONSORSHIPS</td>
<td>Marketing Co-Op Income</td>
<td>500.00</td>
</tr>
<tr>
<td></td>
<td>WBEZ Radio</td>
<td>500.00</td>
</tr>
<tr>
<td></td>
<td>Marketing Co-Op Income</td>
<td>22,000.00</td>
</tr>
<tr>
<td></td>
<td>SPONSORSHIPS - Other</td>
<td>22,500.00</td>
</tr>
<tr>
<td><strong>CARD ACTIVATION FEES</strong></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td><strong>INTEREST INCOME</strong></td>
<td></td>
<td>150.00</td>
</tr>
<tr>
<td><strong>TOTAL INCOME</strong></td>
<td></td>
<td>617,650.00</td>
</tr>
</tbody>
</table>

### MARKETING EXPENSES

#### MARKETING - DINING

- **ADVERTISING**
  - Print Ads | 15,000.00 |
  - Web Ad | 20,000.00 |
  - Print Materials/ Posters | 8,000.00 |
  - Special Events | 15,000.00 |
  - Website | 0.00 |
  - Graphic Design | 3,000.00 |
  **TOTAL ADVERTISING** | 61,000.00 |
- **SPECIAL EVENTS**
  - Entertainment | 10,000.00 |
  - Rentals | 15,000.00 |
  - Insurance | 3,000.00 |
  - Supplies | 10,000.00 |
  - Staff | 1,500.00 |
  - Maintenance | 1,000.00 |
  **TOTAL SPECIAL EVENTS** | 40,500.00 |
- **PUBLIC WAY AESTHETICS**
  - Banners | 20,000.00 |
  - Holiday Decor | 20,000.00 |
  - Public Art | 0.00 |
  **TOTAL PUBLIC WAY AESTHETICS** | 40,000.00 |
- **PUBLIC WAY MAINTENANCE**
  - Contract | 200,000.00 (Increased for new planters)
  - Improvements | 0.00 |
  **TOTAL PUBLIC WAY MAINTENANCE** | 200,000.00 |
- **TENANT RETENTION & ATTRACTION**
  - Professional Development | 2,000.00 |
  - Data Collection | 0.00 |
  - Survey | 0.00 |
  - Printing | 1,000.00 |
  **TOTAL TENANT RETENTION & ATTRACTION** | 3,000.00 |
- **MAP & GUIDE**
  - Graphic Design | 1,000.00 |
  - Printing | 17,000.00 |
  **TOTAL MAP & GUIDE** | 18,000.00 |
- **ADMINISTRATIVE Non-Personnel**
  - Accounting | 6,000.00 |
  - Internet/DSL | 3,000.00 |
  - Telephone | 1,200.00 |
  - Rent | 14,400.00 |
  - Meals | 500.00 |
  - Office Supplies | 700.00 |
  - Computer &Professional Services | 3,000.00 |
  - Dues & Subscriptions | 1,200.00 |
  - Business/Professional Developme | 4,000.00 |
  - Insurance | 7,000.00 |
  - Postage | 300.00 |
  - Meeting Expenses | 1,800.00 |
  **TOTAL ADMINISTRATIVE Non-Personnel** | 43,100.00 |
- **PAYROLL**
  - Full Time Staff | 147,966.00 |
  - Hourly/Part time Staff | 4,000.00 |
  - Full-Time Staff Benefits | 48,000.00 |
  - Employer Taxes | 10,000.00 |
  - Processing fees | 1,360.00 |
  **TOTAL PAYROLL** | 211,326.00 |

**TOTAL EXPENSE** | 616,926.00 |

**NET INCOME** | 724.00 |
<table>
<thead>
<tr>
<th>TOWN</th>
<th>TOWNSHIP NAME</th>
<th>TOTAL EXEMPTIONS</th>
<th>REAL ESTATE</th>
<th>AIR POLLUTION</th>
<th>RAILROAD</th>
<th>TOTAL EQUALIZED VALUATION</th>
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</thead>
<tbody>
<tr>
<td>17</td>
<td>EVANSTON</td>
<td>728,673</td>
<td>300,003,990</td>
<td></td>
<td></td>
<td>300,003,990</td>
</tr>
<tr>
<td></td>
<td>SUBURBAN TOTALS</td>
<td>728,673</td>
<td>300,003,990</td>
<td></td>
<td></td>
<td>300,003,990</td>
</tr>
<tr>
<td></td>
<td>TOTAL THIS AGENCY</td>
<td>728,673</td>
<td>300,003,990</td>
<td></td>
<td></td>
<td>300,003,990</td>
</tr>
</tbody>
</table>
Memorandum

To: Honorable Mayor and Members of the City Council

From: Hitesh Desai, Chief Financial Officer/Treasurer
Paul Zalmezak, Economic Development Manager

Subject: Ordinance 127-O-18, Special Service Area #6: 2018 Tax Levy

Date: October 22, 2018

Recommended Action:
Staff requests adoption of Tax Levy Ordinance 127-O-18, which levies the annual property tax for Special Service Area #6 in the amount of $221,000 ($225,510 as extended). This represents a 0% increase over the 2017 Levy as extended. In addition, staff recommends adoption of the Main-Dempster Mile budget.

Livability Benefits:
Education, Arts, and Community—will provide revenues for municipal operations
Innovation and Process—support local government best practices and processes

Summary:
Ordinance 127-O-18 is the tax levy for Special Service Area #6, which funds a portion of the activities of the Dempster Street, Chicago Avenue, and Main Street Special Service Area. The 2018 Levy is based on the City’s agreement with the Main-Dempster Special Service Area and on the FY 2019 Proposed Budget for the City of Evanston. The total tax levy as extended for 2018 is $225,510. This represents a 0% increase over the 2017 levy as extended.

Legislative History:
The Economic Development Committee voted unanimously 6-0 to recommend approval at its meeting on October 25, 2018.

Questions regarding this ordinance may be forwarded to:
Hitesh Desai, Treasurer
847.448.8082 or HDesai@cityofevanston.org

Attachment:
Ordinance 127-O-18
Main-Dempster Mile Budget Documents
AN ORDINANCE

Levy Taxes for the Special Service Area No. 6 of the City of Evanston, County of Cook, and State of Illinois, for the Fiscal year Beginning January 1, 2019, and Ending December 31, 2019

WHEREAS, the City of Evanston, Illinois is a Home Rule unit of local government pursuant to the terms and provisions of Article VII of the 1970 Constitution of the State of Illinois, which said Constitution in Section 6(a) thereof grants unto the City of Evanston as a Home Rule unit of government the power to tax;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: That, in order to meet expenses and liabilities of the Special Service Area No. 6 of the City of Evanston, Illinois, for the fiscal year beginning January 1, 2019, there is hereby levied on all real property subject to taxation within the limits of said Special Service Area No. 6 of the City of Evanston as assessed and equalized for the tax year 2018, the sum of Two Hundred Twenty-Five Thousand, Five Hundred Ten Dollars ($225,510), being the total 2019 Budget plus allowances for collection losses, which are to be collected from the tax levy of Special Service Area No. 6 of the City of Evanston for the tax year 2018. The specific amounts levied for the various purposes and funds are designated by being placed in separate
columns under headings "To Be Raised By Taxation," and are identified in that manner on the following pages of this Ordinance.

**SECTION 2:** That there be appropriated for the City of Evanston Special Service Area No. 6:

<table>
<thead>
<tr>
<th>Special Service Area No. 6 Fund</th>
<th>Budget</th>
<th>Source Other Than Taxation</th>
<th>Levy Taxes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Services</td>
<td>$73,500</td>
<td>$0</td>
<td>$73,500</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$71,500</td>
<td>$0</td>
<td>$71,500</td>
</tr>
<tr>
<td>Professional and Other</td>
<td>$76,000</td>
<td>$0</td>
<td>$76,000</td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td>$221,000</td>
<td></td>
<td>$221,000</td>
</tr>
<tr>
<td>Collection Losses</td>
<td></td>
<td>$4,510</td>
<td></td>
</tr>
<tr>
<td>TOTAL TAXATION</td>
<td></td>
<td></td>
<td>$225,510</td>
</tr>
</tbody>
</table>

**SECTION 3:** Per City ordinance 69-O-15 adopted July 13, 2015, under no circumstances shall the total annual amount levied exceed 0.45% of the Special Service Area No. 6 equalized assessed valuation.

**SECTION 4:** That the foregoing recitals are found as fact and made a part hereof.

**SECTION 5:** That all ordinances or parts of ordinances in conflict herewith are repealed.

**SECTION 6:** That this Ordinance 127-O-18 shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.
Introduced: _____________, 2018
Adopted: _____________, 2018
Approved: _____________, 2018

____________________________
Stephen H. Hagerty, Mayor

Attest:

____________________________
Devon Reid, City Clerk

Approved as to form:

____________________________
Michelle Masoncup, Corporation Counsel
October 16, 2018

Paul Zalmezak
Economic Development Manager
City of Evanston
City Manager’s Office
2100 Ridge Avenue
Evanston, IL 60202

Dear Mr. Zalmezak:

We are pleased to submit this summary of activities this fiscal year, along with a request for future tax levies in the amount of an estimated $221,000 to create a vibrant shopping and entertainment district in the Main-Dempster Mile service area.

Since last year, the Main-Dempster Mile has been busy:

- **Marketing & Events**
  - Organized a Holiday Shopping ad campaign on the CTA Purple Line (coming Nov 1)
  - Launched an Online Business Directory at [www.directory.maindempstermile.com](http://www.directory.maindempstermile.com)
  - Launched a “Meet the Merchants” blog at [www.maindempstermile.com/meet-the-merchants](http://www.maindempstermile.com/meet-the-merchants)
  - Increased year-over-year attendance at the 5th Annual Evanston Wine Walk by 20%
  - Added new events to our calendar
    - May 2018: Sauce Walk, A Neighborhood Art & Dessert Crawl
    - Summer 2018: Summer Concert Series – 4 concerts total (3 on Main Street, 1 on Dempster), including a successful merchant marketplace, drawing over 500 guests
  - Held events that raised $12,000 to benefit the installation of the Chicago Avenue Mural, going up in May 2019
  - Continued and improved legacy events – Evanston Sidewalk Sale, Spooky Saturday on the Main-Dempster Mile, Annual Celebration, Small Business Saturday
  - Instituted Booth-Share programs at Custer Fair and the Big Evanston Block Party (MDM paid for booth space and in turn, installed local merchants in those booths)
  - Increased our digital communications footprint (social media followers, website visits and email list growth) significantly
  - Undertook a Market Study to solidify our understanding of the value we bring to our constituents, resulting in a new branding position and statement
• Placemaking
  o Organized a neighborhood cleanup on Earth Day 2018, drawing 50+ neighbors to help clean sidewalks in the business district
  o Installed “Welcome” signs at the entrances to the district, marking our borders with our brightly colored logo
  o Arranged for new, business-sponsored light pole banners on the Mile (going up Nov 1)
  o Made arrangements for a new Louise Chen mural on Chicago Avenue to be installed May of 2019
  o Offered matching funds for businesses who made investments to activate their storefronts:
    ▪ Sidewalk Planters (matched up to $250)
    ▪ Tents for Sidewalk Sale (matched up to $50)
    ▪ Holiday Window Decorations (matching up to $100)
  o Landscaped a small area in front of the Dempster Street Mural
  o Continued to tend our planter urns along the Mile, adding extra watering services to ensure survival and beauty
  o Contracted for holiday lighting in the trees and light poles along the Mile (going up Nov 1)

• Governance, Infrastructure and Community Organizing among Merchants
  o Was granted 501c6 non-profit status by the IRS
  o Organized merchant meetings and communications – Shop Safety workshops, private meeting with the Main & Custer (Dard property) developers
  o Recruited and vetted three new members of the Board of Directors
  o Currently organizing a 360 Performance Review for the Executive Director
  o Commissioned research on market segment feasibility in conjunction with the Main Street America Institute and the Northwestern Campus Catalyst program
  o Created our 2019 Proposed Budget

The Board has approved our 2019 proposed budget, attached, which shows the breadth and depth of programming and services for next year, which includes funding for a start-up street festival called ChoctoberFest. Our current activities will only allow for incremental growth, and as such, we believe it’s time to create a legacy event of our own that will both tell the story of the district as a boutique shop and eatery destination and also raise funds for us at an exponential rate.

We respectfully request that the City of Evanston levy property owners at a similar rate in 2019 as was levied in 2018.

Sincerely,

Eric Young
President

Eric Young
President
### MAIN DEMPSTER MILE
#### 2019 BUDGET PROPOSAL

### INCOME

<table>
<thead>
<tr>
<th>Proposed 2019 Budget</th>
<th>6/5/18 Forecast</th>
<th>2017 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carryover from 2016 Tax Revenue</td>
<td>$0</td>
<td>$63,298</td>
</tr>
<tr>
<td>Carryover from 2017 Tax Revenue</td>
<td>$0</td>
<td>$18,383</td>
</tr>
<tr>
<td>Carryover from 2018 Tax Revenue</td>
<td>$15,000</td>
<td></td>
</tr>
<tr>
<td>Current year Tax Revenue</td>
<td>$214,000</td>
<td>$214,000</td>
</tr>
<tr>
<td>Concert Entrance Fees</td>
<td>$3,000</td>
<td></td>
</tr>
<tr>
<td>Sauce Walk Revenue</td>
<td>$3,500</td>
<td>$3,308</td>
</tr>
<tr>
<td>Wine Walk Revenue</td>
<td>$13,500</td>
<td>$11,200</td>
</tr>
<tr>
<td>5K Walk/Run Revenue</td>
<td>--</td>
<td>$2,285</td>
</tr>
<tr>
<td>ChoctoberFest Revenue</td>
<td>$39,000</td>
<td></td>
</tr>
<tr>
<td>Advertising &amp; Light pole partnerships</td>
<td>$3,500</td>
<td>$9,210</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td><strong>$291,500</strong></td>
<td><strong>$321,684</strong></td>
</tr>
</tbody>
</table>

### EXPENSE

#### Marketing

<table>
<thead>
<tr>
<th>Proposed 2019 Budget</th>
<th>6/5/18 Forecast</th>
<th>2017 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising</td>
<td>$5,000</td>
<td>$6,078</td>
</tr>
<tr>
<td>Graphic Design (All projects) + Adobe Pro DC subscription</td>
<td>$3,500</td>
<td>$2,870</td>
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<tr>
<td>Website (Cost to run + Business Directory)</td>
<td>$1,500</td>
<td>$3,444</td>
</tr>
<tr>
<td>Mailchimp subscription</td>
<td>$360</td>
<td>$360</td>
</tr>
<tr>
<td>Misc marketing collateral (banners, flyer, etc)</td>
<td>$2,500</td>
<td>$2,557</td>
</tr>
<tr>
<td>Social Media Manager, facebook advertising</td>
<td>$12,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>Wine Walk donations</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Summer Camp Fair</td>
<td>$0</td>
<td>$303</td>
</tr>
<tr>
<td>Fourth of July parade</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Special Event Costs</td>
<td>TOTAL: $43,500</td>
<td>$39,500</td>
</tr>
<tr>
<td>Sauce Walk</td>
<td>$2,000</td>
<td></td>
</tr>
<tr>
<td>Summer Concert Series</td>
<td>$15,000</td>
<td></td>
</tr>
<tr>
<td>Sidewalk Sale</td>
<td>$1,500</td>
<td></td>
</tr>
<tr>
<td>Wine Walk costs</td>
<td>$8,500</td>
<td></td>
</tr>
<tr>
<td>Annual Celebration</td>
<td>$3,500</td>
<td></td>
</tr>
<tr>
<td>Spooky Saturday</td>
<td>$1,000</td>
<td></td>
</tr>
<tr>
<td>Small Business Saturday</td>
<td>$1,500</td>
<td></td>
</tr>
<tr>
<td>Holiday Treat Walk</td>
<td>$1,500</td>
<td></td>
</tr>
<tr>
<td>5K Walk / Run</td>
<td>--</td>
<td></td>
</tr>
<tr>
<td>ChoctoberFest</td>
<td>$25,000</td>
<td></td>
</tr>
<tr>
<td>Branding Research &amp; Collateral</td>
<td>$0</td>
<td>$2,100</td>
</tr>
<tr>
<td>Event permits</td>
<td>$2,500</td>
<td>$1,800</td>
</tr>
<tr>
<td><strong>24.49% Total Marketing</strong></td>
<td><strong>$84,360</strong></td>
<td><strong>$69,212</strong></td>
</tr>
</tbody>
</table>

#### Placemaking

<table>
<thead>
<tr>
<th>Proposed 2019 Budget</th>
<th>6/5/18 Forecast</th>
<th>2017 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planters</td>
<td>$15,500</td>
<td>$15,500</td>
</tr>
<tr>
<td>Holiday Lights</td>
<td>$25,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>Assistance for merchants</td>
<td>$4,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>Wayfinding signs (like Main St station)</td>
<td>$0</td>
<td>$3,014</td>
</tr>
<tr>
<td>Light Pole Banners</td>
<td>$0</td>
<td>$2,500</td>
</tr>
<tr>
<td>Eyesore Fixes</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Snow Removal</td>
<td>$2,500</td>
<td>$90</td>
</tr>
<tr>
<td>Community Projects</td>
<td>$3,000</td>
<td>$2,735</td>
</tr>
<tr>
<td>Murals/Public Art</td>
<td>$3,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>Mural Repair / Maintenance</td>
<td>$5,000</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Matching funds for planters, Matching funds for Holiday Decorations</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>$5,790 budgeted to be offset by 30 purchases at $199 apiece</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>For obscuring POSE one-a-year murals</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Proposed 2019 Budget</td>
<td>4/29/18 Forecast</td>
</tr>
<tr>
<td>----------------------</td>
<td>----------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Streetscape improvements</td>
<td>$10,000</td>
<td>$4,500</td>
</tr>
<tr>
<td>Parking Meter donations</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total Placemaking</strong></td>
<td><strong>$66,000</strong></td>
<td><strong>$67,339</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>EXPENSE</strong></th>
<th><strong>Administration</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent/Lease</td>
<td>$3,600</td>
</tr>
<tr>
<td>Phone</td>
<td>$1,200</td>
</tr>
<tr>
<td>Accounting/Bookkeeping</td>
<td>$6,375</td>
</tr>
<tr>
<td>Annual Audit</td>
<td>$2,500</td>
</tr>
<tr>
<td>Taxes &amp; Penalties</td>
<td>$0</td>
</tr>
<tr>
<td>Postage</td>
<td>$200</td>
</tr>
<tr>
<td>Insurance</td>
<td>$3,500</td>
</tr>
<tr>
<td>Licenses/Fees</td>
<td>$0</td>
</tr>
<tr>
<td>Equipment</td>
<td>$0</td>
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<tr>
<td>Wages</td>
<td>$67,200</td>
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<tr>
<td>Payroll Taxes</td>
<td>$8,250</td>
</tr>
<tr>
<td>SUTA</td>
<td>$650</td>
</tr>
<tr>
<td>FLUTA</td>
<td>$150</td>
</tr>
<tr>
<td>Merchant Processing Fees (Square/Paypal/Eventbrite)</td>
<td>$800</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>$500</td>
</tr>
<tr>
<td>Professional Development</td>
<td>$2,500</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$0</td>
</tr>
<tr>
<td>Annual Board Retreat</td>
<td>$100</td>
</tr>
<tr>
<td>G-Suite subscription</td>
<td>$120</td>
</tr>
<tr>
<td>Attorney fees (new org)</td>
<td>$5,000</td>
</tr>
<tr>
<td>Six months reserves</td>
<td>$34,597</td>
</tr>
<tr>
<td><strong>Total Admin</strong></td>
<td><strong>$137,242</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Proposed 2019 Budget</th>
<th>6/5/18 Forecast</th>
<th>2017 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projected Income</td>
<td>$291,500</td>
<td>$321,684</td>
<td>$347,794</td>
</tr>
<tr>
<td>Projected Expense</td>
<td>$287,602</td>
<td>$282,618</td>
<td>$263,840</td>
</tr>
<tr>
<td><strong>Projected Surplus/Deficit</strong></td>
<td><strong>$3,898</strong></td>
<td><strong>$39,066</strong></td>
<td><strong>$83,954</strong></td>
</tr>
</tbody>
</table>
Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David D. Stoneback, Public Works Agency Director

Subject: Ordinance 117-O-18, Amending City Code 7-12-17,
Increasing the Meter Charges and Water Rates

Date: October 12, 2018

Recommended Action:
Staff recommends that City Council adopt Ordinance 117-O-18, which would increase
the water meter charges and water rates by eleven percent (11%).

Livability Benefits:
Built Environment: Manage water resources responsibly

Summary:
Staff is recommending an eleven percent (11%) water rate increase. The existing water
rate is billed as a minimum charge for the first 5 units based on water meter size, and a
quantity charge for every unit in excess of the first 5 units in the bi-monthly billing period
(1 unit = 100 cubic feet or 748 gallons of water).

Effective January 1, 2019, both the minimum charge and the quantity charge are
proposed to be raised by seven percent. For the 5/8-inch and the 3/4-inch meter sizes
(the meter sizes most commonly used in single family homes), the minimum charge for
the first 5 units consumed in the bi-monthly billing period will increase from $8.83 to
$9.80. The quantity charge for usage in excess of the first 5 units will increase from
$2.47 per unit to $2.74 per unit. A fee table for the proposed water rates is provided in
Exhibit 1.
EXHIBIT 1
PROPOSED 2018 WATER RATES AND MINIMUM CHARGE STRUCTURE

BI-MONTHLY MINIMUM CHARGE
BASED ON WATER METER SIZE*

<table>
<thead>
<tr>
<th>Meter Size</th>
<th>Minimum Charges As of 1/1/2018</th>
<th>Minimum Charges Proposed 1/1/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/8&quot; &amp; 3/4&quot;</td>
<td>$8.33</td>
<td>$9.80</td>
</tr>
<tr>
<td>1&quot;</td>
<td>$17.61</td>
<td>$19.55</td>
</tr>
<tr>
<td>1 1/2&quot;</td>
<td>$32.97</td>
<td>$36.60</td>
</tr>
<tr>
<td>2&quot;</td>
<td>$51.92</td>
<td>$57.63</td>
</tr>
<tr>
<td>3&quot;</td>
<td>$91.43</td>
<td>$101.49</td>
</tr>
<tr>
<td>4&quot;</td>
<td>$146.46</td>
<td>$162.57</td>
</tr>
<tr>
<td>6&quot;</td>
<td>$258.28</td>
<td>$286.69</td>
</tr>
<tr>
<td>8&quot;</td>
<td>$437.23</td>
<td>$485.33</td>
</tr>
</tbody>
</table>

*The minimum charges include the first 5 units (500 cubic feet) of water consumed per bi-monthly billing period.

QUANTITY CHARGE
FOR USAGE IN EXCESS OF 5 UNITS*

<table>
<thead>
<tr>
<th>Quantity Charge Effective 1/1/2018</th>
<th>Quantity Charge Proposed 1/1/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2.47 per unit</td>
<td>$2.74 per unit</td>
</tr>
</tbody>
</table>

*1 unit = 100 cubic feet of water consumption.

As of January 1, 2019, customers would be charged $2.74 per unit of usage in excess of the minimum in each bi-monthly billing period.

Analysis:
The financial goals of the water fund are to maintain a minimum cash balance of $3,500,000 and to keep debt service expenses to less than twenty-five percent of the operating capital while maintaining the water treatment plant in good operating condition and to replace or rehabilitate one percent (1.5 miles) of the water distribution system annually.

The major challenge in meeting these financial goals is the annual cost to replace 1.5 miles of the water distribution system. The cost to complete this type of work is approximately $3,600,000 annually and continues to increase.
A 2017 article in the Chicago Tribune indicated that Evanston had one of the lowest water rates, and also had a very low percentage of water loss through leaky pipes or water main breaks. Another statistic reviewed in the article was the age of the water main pipes. For the 163 communities surveyed in the article, the average percentage of water main over 60 years old was 29.3%. In Evanston 62.8% of the water mains are over 60 years old, much higher than the average of all the communities. Several other surrounding communities (Skokie, Lincolnwood, Morton Grove, and Park Ridge) also have high percentages of water mains over 60 years old. The article indicates that 88% of Skokie’s water mains are over 60 years old. However, Evanston is unique in the age of its water mains because unlike Skokie, whose water mains were mostly constructed in the late 1940s, early 1950s, Evanston water main system is much older. Evanston has nearly 50 miles, or 32% of the total system, that is over 100 years old and another 40 miles, or 25% of the total system, that is over 80 years old. These older water mains are constructed of cast iron pipes which are projected to have a useful life of 125 years. A map indicating the age of the Evanston water main is attached for reference.

It is therefore critical for Evanston to continue to replace water main each year. Since this work should be completed annually, staff recommends that the cost to complete this work be provided by the water fund without the need to sell bonds. The majority (78%) of the Evanston water mains are comprised of smaller diameter water mains that Evanston retail customers are solely responsible for. The responsibility for the remaining 22% of the distribution system is equally shared with Skokie. Unlike projects at the water plant where all of the wholesale water customers help fund the improvements, funding for water main projects is vastly dependent on revenue from the Evanston retail users.

Impact to Users:
Exhibit 2 illustrates staff’s recommendation for both the sewer and water rates adjustments over the next several years. It is staff’s recommendation to continue to lower the sewer rate, as debt service from the Long Range Sewer Improvement project decreases, and to raise the water rate accordingly so that the Evanston users do not realize any overall increase to the sewer and water rates.

<table>
<thead>
<tr>
<th></th>
<th>YEAR</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer Rate per 100 CF</td>
<td>2017</td>
<td>$3.82</td>
<td>$3.66</td>
<td>$3.39</td>
<td>$3.09</td>
<td>$3.09</td>
</tr>
<tr>
<td>Water Rate per 100 CF</td>
<td>2018</td>
<td>$2.31</td>
<td>$2.47</td>
<td>$2.74</td>
<td>$3.04</td>
<td>$3.04</td>
</tr>
<tr>
<td>Total Percent Change</td>
<td>2020</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>2021</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
</tr>
</tbody>
</table>

Raising the water rates helps provide the funding needed for the annual water main replacement program, minimizing the amount of bonds needed to fund the program.
Summary:
Evanston’s water and sewer rates are based on one-hundred cubic feet units because water meters measure water usage in cubic feet. Municipalities bill in different units, including 100 cubic feet, 1,000 cubic feet and 1,000 gallons. In order to compare the Evanston rate to other municipalities, all rates were converted to a cost per 1,000 gallons.

Even with the proposed 2019 water rate increase, Evanston’s water rate at $3.30 / 1,000 gallons will continue to be the lowest in the Chicagoland area. Evanston’s sewer rate, at $4.89 / 1,000 gallons will continue to be one of the highest in the Chicagoland area. However, Evanston’s combined water and sewer rate at $8.19 / 1,000 gallons is in the midpoint of the surrounding communities.

EXHIBIT 3
Evanston Combined Water & Sewer Rates per 1,000 Gallons

<table>
<thead>
<tr>
<th>Community</th>
<th>Water</th>
<th>Sewer</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Park Ridge</td>
<td>$3.97</td>
<td>$1.42</td>
<td>$5.39</td>
</tr>
<tr>
<td>Palatine</td>
<td>$4.25</td>
<td>$1.25</td>
<td>$5.50</td>
</tr>
<tr>
<td>Buffalo Grove</td>
<td>$4.92</td>
<td>$1.21</td>
<td>$6.13</td>
</tr>
<tr>
<td>Skokie</td>
<td>$6.14</td>
<td>-</td>
<td>$6.14</td>
</tr>
<tr>
<td>Wheeling</td>
<td>$6.09</td>
<td>$1.50</td>
<td>$7.59</td>
</tr>
<tr>
<td>Des Plaines</td>
<td>$6.88</td>
<td>$0.76</td>
<td>$7.64</td>
</tr>
<tr>
<td>Arlington Heights</td>
<td>$6.09</td>
<td>$1.57</td>
<td>$7.66</td>
</tr>
<tr>
<td>Chicago</td>
<td>$3.95</td>
<td>$3.95</td>
<td>$7.90</td>
</tr>
<tr>
<td>Glenview</td>
<td>$6.80</td>
<td>$1.37</td>
<td>$8.17</td>
</tr>
<tr>
<td><strong>Evanston</strong></td>
<td>$3.30</td>
<td>$4.89</td>
<td>$8.19</td>
</tr>
<tr>
<td>Niles</td>
<td>$8.44</td>
<td>$0.75</td>
<td>$9.19</td>
</tr>
<tr>
<td>Wilmette</td>
<td>$3.58</td>
<td>$5.67</td>
<td>$9.25</td>
</tr>
<tr>
<td>Lincolnwood</td>
<td>$8.69</td>
<td>$1.00</td>
<td>$9.69</td>
</tr>
<tr>
<td>Deerfield</td>
<td>$5.89</td>
<td>$4.42</td>
<td>$10.31</td>
</tr>
<tr>
<td>Lincolnshire</td>
<td>$5.65</td>
<td>$6.06</td>
<td>$11.71</td>
</tr>
<tr>
<td>Schaumburg</td>
<td>$9.90</td>
<td>$2.05</td>
<td>$11.95</td>
</tr>
<tr>
<td>Morton Grove</td>
<td>$10.81</td>
<td>$1.15</td>
<td>$11.96</td>
</tr>
<tr>
<td>Oak Park</td>
<td>$9.33</td>
<td>$2.67</td>
<td>$12.00</td>
</tr>
</tbody>
</table>

Staff believes that other communities will increase their combined rates over the next several years, where Evanston is projecting to avoid any combined rate increase. As a result, staff anticipates that the Evanston rate will move towards the top of this list and be one of the lower combined rates.

Attachments:
Ordinance 117-O-17
Water distribution main age map
117-O-18

AN ORDINANCE

Amending City Code Section 7-12-17,
City Waterworks System “Charges, Rates, Fees and Penalties”

NOW BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
EVANSTON, COOK COUNTY, ILLINOIS, THAT:

SECTION 1: Section 7-12-17 “Charges, Rates, Fees and Penalties” of the City Code of 2012 is hereby amended to read as follows, to include a eleven percent (11%) rate increase effective January 1, 2019.

7-12-17: CHARGES, RATES, FEES AND PENALTIES:

The fees and penalties for the waterworks system shall be paid according to the following table. Fees and penalties not covered by this table shall be as described in Section 1-4-1 of this Code.

<table>
<thead>
<tr>
<th>Waterworks System Charges, Rates, Fees and Penalties</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Construction Water Fee</strong> (prior to meter installation) Section 7-12-3(B)</td>
<td>$100.00/ diametric inch/ month</td>
</tr>
<tr>
<td><strong>Connection Fee</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Initial Connections:</strong></td>
<td></td>
</tr>
<tr>
<td>¾ inch displacement</td>
<td>$930.00</td>
</tr>
<tr>
<td>¾ inch displacement</td>
<td>$1,331.00</td>
</tr>
<tr>
<td>1 inch displacement</td>
<td>$2,261.00</td>
</tr>
<tr>
<td>1 ½ inch displacement</td>
<td>$4,393.00</td>
</tr>
<tr>
<td>2 inch displacement, compound, or turbine</td>
<td>$7,024.00</td>
</tr>
<tr>
<td>3 inch displacement</td>
<td>$13,310.00</td>
</tr>
<tr>
<td>3 inch compound</td>
<td>$14,197.00</td>
</tr>
<tr>
<td>3 inch turbine</td>
<td>$15,923.00</td>
</tr>
<tr>
<td>4 inch displacement or compound</td>
<td>$22,615.00</td>
</tr>
<tr>
<td>4 inch turbine</td>
<td>$27,280.00</td>
</tr>
<tr>
<td>6 inch displacement or compound</td>
<td>$43,936.00</td>
</tr>
<tr>
<td>6 inch turbine</td>
<td>$54,483.00</td>
</tr>
<tr>
<td>8 inch compound</td>
<td>$70,988.00</td>
</tr>
<tr>
<td>8 inch turbine</td>
<td>$80,081.00</td>
</tr>
</tbody>
</table>
**Upgrade Connections:**
The fee for upgrading to a larger connection shall equal the difference between the costs of the new, larger connection and the original connection.
The fees collected for Initial Connections and Upgrade Connections shall be placed in a special account earmarked for the purpose of funding capital investment in new waterworks facilities.

**Replacement Connections:**
<table>
<thead>
<tr>
<th>Services, 2” and smaller</th>
<th>$100.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services, greater than 2”</td>
<td>$100.00/ diametric inch</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Water Meter Installation Permit Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Section 7-12-6-2(B)</strong></td>
</tr>
<tr>
<td>$50.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Water Meter Transfer Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Section 7-12-6-2(B)2</strong></td>
</tr>
<tr>
<td>$50.00</td>
</tr>
</tbody>
</table>

**Water Meter Charges & Water Rates**

- Bi-monthly meter charge - The minimum service charge includes the first five hundred cubic feet (500 cu.ft.) of water consumed during the two (2)-month period for which the minimum service charge is assessed. Any fractional part of the calendar year less than two (2) months shall be prorated and the proper minimum service charge collected.
- Quantity rate charged for all water used during the period for which the minimum service charge is assessed, in excess of the first five hundred cubic feet (500 cu.ft.) of water that is included in the minimum service charge.

<table>
<thead>
<tr>
<th>Size</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/8” and ¾”</td>
<td>$8.839.80</td>
</tr>
<tr>
<td>1”</td>
<td>$17.6419.55</td>
</tr>
<tr>
<td>1¼”</td>
<td>$32.9736.60</td>
</tr>
<tr>
<td>2”</td>
<td>$51.9257.63</td>
</tr>
<tr>
<td>3”</td>
<td>$91.43101.49</td>
</tr>
<tr>
<td>4”</td>
<td>$146.46162.57</td>
</tr>
<tr>
<td>6”</td>
<td>$258.28286.69</td>
</tr>
<tr>
<td>8”</td>
<td>$437.23485.33</td>
</tr>
</tbody>
</table>

2.472.74/ 100 cubic feet

<table>
<thead>
<tr>
<th>Water Turn On Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>During business hours</strong></td>
</tr>
<tr>
<td>$25.00</td>
</tr>
<tr>
<td><strong>Outside of business hours</strong></td>
</tr>
<tr>
<td>$75.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fire Service Semi-Annual Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Section 7-12-8</strong></td>
</tr>
<tr>
<td>$20.00/ diametric inch/ 6 months</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Air Conditioning Device Annual Demand Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(unless equipped with water conservation device)</strong></td>
</tr>
<tr>
<td><strong>Section 7-12-9-2(C)</strong></td>
</tr>
<tr>
<td>$20.00/ ton capacity over 5 tons</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Unauthorized Water Turn On Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Services, 2” and smaller</strong></td>
</tr>
<tr>
<td><strong>Section 7-12-12</strong></td>
</tr>
<tr>
<td>Time and materials for repairs plus:</td>
</tr>
<tr>
<td>$100.00</td>
</tr>
<tr>
<td>$500.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Shut-Off for Property Vacancy Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Section 7-12-13</strong></td>
</tr>
<tr>
<td>$50.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lawn Sprinkling Restriction Violation Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Section 7-12-14-2(C)</strong></td>
</tr>
<tr>
<td>$25.00 - $500.00 per day of violation</td>
</tr>
<tr>
<td>Penalty For Tampering With City Waterworks System</td>
</tr>
<tr>
<td>Penalty for Obstruction of Roundway, Service Box or Water Meter</td>
</tr>
<tr>
<td>Cross Connection Control Device Installation Permit Fee Subsection 7-12-16-4</td>
</tr>
<tr>
<td>Annual Cross Connection Control Fee Subsection 7-12-16-6</td>
</tr>
</tbody>
</table>

**SECTION 2:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3:** If any provision of this Ordinance 117-O-18 or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid application of this Ordinance is severable.

**SECTION 4:** The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

**SECTION 5:** This Ordinance 117-O-18 shall be in full force and effect on January 1, 2019, after its passage, approval, and publication in the manner provided by law.
Introduced: _________________, 2018

Adopted: _________________, 2018

Approved: ____________________, 2018

_____________________________
Stephen H. Hagerty, Mayor

Attest: 

Approved as to form:

_____________________________
Devon Reid, City Clerk

Michelle L. Masoncup, Corporation Counsel

Approved as to form:
Memorandum

To: Honorable Mayor and Members of the City Council
   Administration and Public Works Committee

From: David D. Stoneback, Public Works Agency Director

Subject: Ordinance 118-O-18, Amending City Code 7-13-3,
         Decreasing the Sewer User Rates

Date: October 15, 2018

Recommended Action:
Staff recommends that City Council adopt Ordinance 118-O-18, which would decrease
the sewer user rate by 7.5%, from $3.66 to $3.39 per billing unit (100 cubic feet of water
consumed).

Livability Benefits:
Built Environment: Manage water resources responsibly

Analysis:
Approximately 40% of the sewer fund budget is for debt service. The vast majority of
the debt service is a result of borrowing funds for the City’s $210 million Long Range
Sewer Improvement program that was constructed between 1991 and 2008. Final debt
service payments for two IEPA loans were made during 2018, reducing the debt service
amount by over $760,000.

Using a cost of service analysis, staff determined that the sewer user charge could be
reduced by 7.5% and still provide sufficient funding to allow the sewer fund to maintain
a minimum cash balance of $2,500,000 and provide funding for rehabilitation of 1% of
the combined sewer system and implement storm water management improvements.

History:
The sewer user charge was raised to its maximum rate of $3.94 per billing unit in March
2004. The sewer user charge was reduced by 3% (to $3.82) in 2017 and 4% (to $3.66)
in 2018. In January 2011, a minimum sewer charge and a second tier sewer charge
was established for tax exempt properties.

Attachments:
Ordinance 118-O-18
AN ORDINANCE

Amending City Code Section 7-13-3 to Decrease Sewer User Rates

NOW BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF

EVANSTON, COOK COUNTY, ILLINOIS, THAT:

SECTION 1: Section 7-13-3 “Sewer User Rates” of the City Code of 2012 is hereby amended to read as follows, to include a seven and half percent (7.5%) rate decrease in the Sewer User Rates as provided below, effective January 1, 2019:

7-13-3. - SEWER USER RATES.

(A) There is hereby established a sewer user charge for the use of, and service supplied by, the public sewer of the City. The sewer user charges shall be assessed for all users each bimonthly billing period commencing on or after January 1, 2019.

(B) The sewer user charge for users of the system within the City that are not exempt from the payment of property taxes shall be three dollars sixty-six thirty-nine cents ($3.6639) per billing unit of water consumed.

(C) The sewer user charge for users of the system within the City that are exempt from the payment of property taxes shall be three dollars sixty-six thirty-nine cents ($3.6639) per billing unit for the first one hundred (100) billing units of water consumed. Thereafter, the sewer user charge shall be four dollars fifty-three cents ($4.53) per billing unit in excess of one hundred (100) billing units of water consumed.

(D) The adequacy of the sewer user charge shall be reviewed annually by the City Council. The sewer user charge will be revised by ordinance as needed.

(E) The users of the public sewer will be notified of any change in the total sewer user charges in conjunction with the regular sewer billing.

(F) Those furnished with sewer service only, and not connected with or supplied with water from the City water supply system, shall pay a bimonthly sewer service fee based on a calculated estimate of the volume of use at the rate established in Subsection (A) of this Section.

(G) Those furnished with water service only and not connected with or supplied with sewer service shall pay only the water rates and charges established by Section 7-12-17 of this Title.
(H) Those furnished with water and sewer service but not consuming any water shall pay a bimonthly minimum sewer service charge of nineteen thousand sixteen dollars ten ninety-five cents ($19,166.95).

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: If any provision of this Ordinance 118-O-18 or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid application of this Ordinance is severable.

SECTION 4: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 5: This Ordinance 118-O-18 shall be in full force and effect on January 1, 2019, after its passage, approval, and publication in the manner provided by law.

Introduced: _________________, 2018  Approved:

Adopted: _________________, 2018  ____________________________, 2018

_____________________________  Stephen H. Hagerty, Mayor

Attest:  

Approved as to form:  

_____________________________  Devon Reid, City Clerk  

Michelle L. Masoncup, Corporation Counsel

~2~

153 of 273
Memorandum

To: Honorable Mayor and Members of the City Council
   Administration and Public Works Committee

From: David D. Stoneback, Public Works Agency Director

Subject: Ordinance 128-O-18, Amending City Code 8-4, Municipal Solid Waste and Increasing the Sanitation Service Charges

Date: October 15, 2018

Recommended Action:
Staff recommends City Council adoption of Ordinance 128-O-18, modifying Title 8, Chapter 4 of the City Code for Municipal Solid Waste increasing the service charges for refuse collected in 95 and 65 gallon roll out carts by 15%, the collection of refuse from condominiums by 2.3% and the charges for special pick-ups beginning January 1, 2019.

Livability Benefits:
Climate & Energy: Reduce material waste, Reduce greenhouse gas emissions
Health & Safety: Improve health outcomes

Summary:
This chapter of the City Code was rewritten to add new definitions; include language regarding food scrap and compostable materials; provide language regarding equal access to services; and to format the code in a more logical structure.

In addition, the following sanitation service charge increases are recommended:

1) A 15% increase to the monthly charge per 95 or 65 gallon roll out cart used for refuse collection and disposal.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Current Charge</th>
<th>Proposed Charge</th>
<th>Cost Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>95 gallon cart charge per month</td>
<td>$17.95</td>
<td>$20.64</td>
<td>15% increase</td>
</tr>
<tr>
<td>Annual Cost</td>
<td>$215.40</td>
<td>$247.68</td>
<td>$32.28</td>
</tr>
<tr>
<td>65 gallon cart charge per month</td>
<td>$7.95</td>
<td>$9.14</td>
<td>15% increase</td>
</tr>
<tr>
<td>Annual Cost</td>
<td>$95.40</td>
<td>$109.68</td>
<td>$14.28</td>
</tr>
</tbody>
</table>
2) A 2.3% increase to the per month, per unit charge for condominium municipal solid waste collection and disposal.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Current Charge</th>
<th>Proposed Charge</th>
<th>Cost Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per month per unit</td>
<td>$8.65</td>
<td>$8.85</td>
<td>2.3% increase</td>
</tr>
<tr>
<td>Annual Cost</td>
<td>$103.80</td>
<td>$106.20</td>
<td>$2.40</td>
</tr>
</tbody>
</table>

3) Increase of the charge for a special pick up.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Current Charge</th>
<th>Proposed Charge</th>
<th>Cost Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee for first 3 cubic yards (minimum)</td>
<td>$60.00</td>
<td>$100.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>Fee for each additional cubic yard</td>
<td>$10.00</td>
<td>$25.00</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

Analysis of Code Modifications:
The proposed code establishes new definitions for construction debris, food scrap, compostable materials, special collection and special pick up in section 8-4-1.

The current code indicates that the disposal of building materials shall be undertaken by the property owner at their own expense. The construction debris definition aligns with the definition in the building code and clarifies what materials the property owner is responsible to dispose of at their own cost. This is stated in section 8-4-3, General Disposal Requirements, paragraph (H).

In 2017 the City began to allow food scrap and compostable materials to be placed in yard waste roll out carts, or to be collected by a private scavenger under contract with the City. Definitions of food scrap and compostable materials are being added to clarify what products can be collected in this manner. Food scrap and compostable materials are further discussed in section 8-4-3, General Disposal Requirements; in section 8-4-5, Compostable Material Disposal Requirements; and in 8-4-6, General Receptacle Requirements in paragraph (B).

The current code indicates that placing non-recyclable material in a receptacle indicated for recyclable materials would result in a special pick up fee for the collection and disposal. Due to the increased special pick up charges, staff recommends that this type of collection be charged as a special collection charge at a fee of $25.00 per occurrence. The special collection service is discussed in section 8-4-4, Recyclable Materials Disposal Requirements, paragraph (B) and section 8-4-5, Compostable Material Disposal Requirements, paragraph (B).

The current code is vague about the definition of a special pick up. The proposed code provides a definition for a special pick up. The special pick up service is further discussed in section 8-4-3, General Disposal Requirements, in paragraphs (K) and (L) and in section 8-4-9-1, Collection Service, in paragraphs (E) and (F).

In section 8-4-3, General Disposal Requirements, paragraph (M) language was added regarding equal access to service. This section indicates that all properties shall provide appropriate levels of recycling service and make occupants aware of services available to provide compostable material collection.
Analysis of Sanitation Service Charges:
In September and October of 2017 staff made several presentations to the City Council on the solid waste services, charges and fund balance. On October 9, 2017, Council directed staff not to increase any service charges and to improve the fund balance by increasing property taxes specifically for the solid waste fund. This action was then approved as part of the FY2018 budget process. The projection provided to the Council on October 9, 2017 indicated that the solid waste fund would have a positive fund balance in 2020 following property tax increases of 1% in 2018 and 2019 and 1.25% in 2020 along with a reduction of the general fund transfer of $700,000 in 2018, to $350,000 in 2019 and no transfer in 2020. A copy of this October 2017 projection, titled Attachment 2 (Option 2) is attached for reference.

Following this direction, a decision was made at the end of 2017 not to make a final transfer to the solid waste fund from the general fund. This resulted in the solid waste fund starting FY2018 with a negative balance of $1,061,996 rather than the projected negative balance of $800,000.

During FY2018 it became apparent that the anticipated revenue was not being realized from the solid waste franchise fee, recycling penalty charges and special pick up charges. Additionally, as part of the FY2018 budget process the salary of several sanitation employees that had been funded by the general fund were transferred to the solid waste fund. As a result, it is anticipated that the solid waste fund will have a negative operating balance in FY2018 of $62,000 resulting in a negative solid waste fund balance of $1,123,600 at the beginning of FY2019.

For FY2019, the transfer from the general fund to the solid waste fund will be reduced to $150,000 instead of the anticipated transfer of $350,000.

In order to obtain a positive fund balance in the solid waste fund, staff is recommending that the property tax increases continue as originally proposed (1% in 2018 and 2019 and 1.25% in 2020). However service charges must also increase in order to accomplish the goal of a positive fund balance.

Refuse Collection Proposed Charge Increase
Staff is recommending a 15% increase for the monthly charge for both the 95-gallon and 65-gallon roll out cart as indicated in the following table.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Current Charge</th>
<th>Proposed Charge</th>
<th>Cost Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>95 gallon cart charge per month</td>
<td>$17.95</td>
<td>$20.64</td>
<td>15% increase</td>
</tr>
<tr>
<td>Annual Cost</td>
<td>$215.40</td>
<td>$247.68</td>
<td>$32.28</td>
</tr>
<tr>
<td>65 gallon cart charge per month</td>
<td>$7.95</td>
<td>$9.14</td>
<td>15% increase</td>
</tr>
<tr>
<td>Annual Cost</td>
<td>$95.40</td>
<td>$109.68</td>
<td>$14.28</td>
</tr>
</tbody>
</table>

The current charge for a 95-gallon cart of $17.95 became effective on January 1, 2014 and the current charge for a 65-gallon cart of $7.95 became effective on January 1, 2012.
The impact of the rate increase for a property with one 95-gallon cart will be an additional $32.28 annually, from the current annual amount of $215.40 to the proposed annual amount of $247.68. The impact of the rate increase for a property with one 65-gallon cart will be an additional $14.28 annually, from the current annual amount of $95.40 to the proposed annual amount of $109.68.

These proposed rate increases will generate an additional $427,000 annually for the solid waste fund.

Condominium Collection Proposed Charge Increase
Staff is recommending a 2.3% increase for the monthly charge per unit for condominium refuse collection as indicated in the following table.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Current Charge</th>
<th>Proposed Charge</th>
<th>Cost Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per month per unit</td>
<td>$8.65</td>
<td>$8.85</td>
<td>2.3% increase</td>
</tr>
<tr>
<td>Annual Cost</td>
<td>$103.80</td>
<td>$106.20</td>
<td>$2.40</td>
</tr>
</tbody>
</table>

The current charge for condominium refuse collection became effective on November 1, 2016. The contract with Lakeshore Recycling Systems, Inc. allows for an annual increase in their rate based on the change in the Consumer Price Index. Based on this, Lakeshore’s price will go up 2.10% beginning November 1, 2018. Additionally, the cost for City employees is going up as well along with the cost to replace the vehicles used by City employees.

This proposed rate increase will generate an additional $13,400 annually for the solid waste fund.

Special Pick Up Proposed Charge Increase
Staff is recommending increases for the special pick up charges as indicated in the following table.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Current Charge</th>
<th>Proposed Charge</th>
<th>Cost Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee for first 3 cubic yards (minimum)</td>
<td>$60.00</td>
<td>$100.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>Fee for each additional cubic yard</td>
<td>$10.00</td>
<td>$25.00</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

The current charges for a special pick up began effective June 1, 2016.

The cost for the City to provide the special pick up service totals $271,000, which includes $246,000 for labor and equipment and $25,000 for disposal fees. In 2017 there were 1,600 special pick ups that generated $123,700. Assuming that special pick up requests remain constant, the proposed new charges are projected to generate $225,000 in revenues. This is a service that is only used by approximately 12% of the residential properties since most properties take advantage of the twice per year free bulk pick up service.

An alternative to providing the special pick up service is to eliminate the service and make property owners responsible to hire a vendor, such as Waste Management, to
make the collection. The table below provides a cost comparison between the City’s proposed charge and the charge to have the same service provided by a vendor.

<table>
<thead>
<tr>
<th>Amount of Debris</th>
<th>Vendor Charge</th>
<th>City Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Cubic Yards</td>
<td>$216</td>
<td>$100</td>
</tr>
<tr>
<td>6 Cubic Yards</td>
<td>$392</td>
<td>$175</td>
</tr>
</tbody>
</table>

**Solid Waste Fund Projection**
Attach is an exhibit that indicates the solid waste fund projection through 2022 when the contracts with the current vendors expire. This projection assumes that the recommended service charges are accepted. The projection also includes the purchase of an RFID system in FY 2019. This system will allow for better tracking and inventory of the yard waste carts.

The projection indicates that the solid waste fund will have a positive fund balance at the end of FY2021.

**Attachments:**
- Ordinance 128-O-18
- 2017 Solid Waste Projection
- Solid Waste Projection with Proposed Rate Increases
AN ORDINANCE

Amending City Code Title 8, Chapter 4 “Municipal Solid Waste”

NOW BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS, THAT:

SECTION 1: Title 8, Chapter 4 “Municipal Solid Waste” of the City Code of 2012 is hereby amended to fully replace the current chapter with the following text provided below:

CHAPTER 4 - MUNICIPAL SOLID WASTE

8-4-1. - DEFINITIONS.

In the construction and application of this Chapter, the following words shall have the meanings respectively ascribed to them in this Section:

| CONTAMINATED. | Not in its pure state; tainted, putrefied, polluted, or unclean |
| CONSTRUCTION DEBRIS. | Any building material generated from the installation, repair, maintenance placement, alteration, enlargement, demolition, or abandonment of facilities |
| FOOD SCRAPS. | All fruit, all vegetables, coffee grounds, coffee filters, meats, bones, dairy products, eggs, egg shells, unwrapped candy, sugars, syrups, fried food, grains, baked goods, seafood, spices, herbs, tea, tea bags (without staples) and food soiled paper. Other materials such as: weeds, houseplant scraps, cold ashes from fireplace/grill, unlined paper products, BPI certified compostable bags, BPI certified compostable products, PLA Natureworks items, and Compostable kitchenware (ASTM D-6400 Certified) |
| **COMPOSTABLE MATERIALS.** | Yard Waste, Food Scraps, and products or materials that will completely break down into organic matter within 180 days and the microorganisms present in compost will consume the material at the same rate they would natural materials (i.e. Food Scraps, Yard Waste and soiled paper).

To ensure material meets the 180 days within this definition it must meet one of the following criteria:
(a) The product packaging or the specific product includes the BPI logo;
(b) The product packaging or the specific product includes the phrase "meets ASTM standards for compostability"; or
(c) The product packaging or the specific product has been designated "Certified Compostable" by the Biodegradable Products Institute (BPI).

Any other materials agreed upon in writing between the City and a private scavenger under contract with the City. |
| MUNICIPAL SOLID WASTE. | Includes recyclable materials, refuse, compostable materials and yard waste. Does not include construction debris |
| PRIVATE SCAVENGER. | Any nongovernmental entity or any person(s) not employed by a governmental entity, engaged in the business of collecting, transporting, and/or disposing of municipal solid waste |
| RECYCLABLE MATERIALS. | Any material that can be recycled or reused |
| REFUSE. | Includes all discarded, unwanted, or rejected materials, not including yard waste, compostable materials, recyclable materials or construction debris |
| SPECIAL COLLECTION. | The collection, transportation and disposal of non-recyclable materials placed in a receptacle indicated for recyclable materials. |
| SPECIAL PICK UP. | The collection, transportation and disposal of municipal solid waste that accumulates or remains in any street, alley or other public place or in any place where its presence constitute a nuisance to others or a potential or actual hazard to health, sanitation or safety and/or which is too large to fit in the container provided by the City. |
YARD WASTE. Includes all grass clippings, leaves, tree prunings and woody wastes, weeds, brush, and other compostable landscape type material

8-4-2. - DIRECTOR OF PUBLIC WORKS; SUPERVISION.

(A) All matters relating to or affecting the collection, removal, or disposal of municipal solid waste shall be subject to the supervision and direction of the Director of Public Works or his/her designee. Designees of the City Manager are also hereby authorized to enforce all provisions of this title relating to such matters.

(B) Police Powers. The Director of Public Works or his/her designees shall have full police powers to issue complaints, citations, notices to appear, and summonses for the violation of any provision this Section.

8-4-3. - GENERAL DISPOSAL REQUIREMENTS.

(A) All refuse must be stored in clean, leakproof, nonabsorbent receptacles during storage.

(B) Refuse may be stored in:

1. Roll out carts provided by the City;

2. Thirty-gallon or less plastic trash bags without any perishable items in them;

3. Roll out carts or dumpsters provided by the private scavenger under contract with the City; or

4. Roll out carts or dumpsters provided by a private scavenger if an exception from the municipal solid waste franchise service is granted.

(C) Recyclable materials may be stored in:

1. Roll out carts provided by the City;

2. Roll out carts or dumpsters provided by the private scavenger under contract with the City; or

3. Roll out carts or dumpsters provided by a private scavenger if an exception from the municipal solid waste franchise service is granted.
(D) Yard Waste may be stored in:

1. Roll out carts purchased from the City and owned by the property owner;

2. Thirty-gallon or less biodegradable paper bags designated for yard waste; or

3. Yard waste consisting of brush or tree branches may be tied in bundles which must be no more than four feet (4') in length and tied with cloth ties. Tree branches less than four inches (4") in diameter are considered yard waste and will be collected by City crews; larger branches must be removed at the expense of the resident. The diameter of the bundles must not exceed three feet (3'). Bundles tied with plastic, wire, or rope will not be accepted.

(E) Food Scraps may be stored in:

1. Refuse roll out carts provided by the City;

2. Food and Yard waste roll out carts purchased from the City during the food and yard waste collection season; or

3. In a container provided by a private scavenger under contract with the City.

(F) The maximum weight of refuse, or recyclable materials or compostable materials placed into a roll out cart or food and yard waste bag may not exceed fifty (50) pounds. The volume of material placed into a roll out cart must allow the lid of the cart to fully close onto the cart body.

(G) The maximum volume of material placed in a dumpster provided by a private scavenger shall not exceed the capacity of the dumpster and allow for the dumpster lid to fully close onto the dumpster body.

(H) The disposal of construction debris shall be undertaken by the dwelling occupant or owner at his/her own expense utilizing the private scavenger under contract with the City.

(I) Occupiers, owners, or operators of residences and business or commercial properties shall not use waste receptacles placed on the public way by the City to collect refuse, recycling or compostable material disposed of by passersby.
(J) Recycling of Electronic Products Required: Pursuant to the Electronic Products Recycling and Reuse Act (415 ILCS 5/1 et seq., as amended), the following electronic products shall not be disposed of in any municipal solid waste container by any person or business and must be recycled: televisions, printers, electronic keyboards, electronic mice, cable receivers, satellite receivers, monitors, facsimile machines, videocassette recorders, digital video disc (DVD) players, digital video disc (DVD) recorders, digital converter boxes, computers (including tablets), scanners, stereo equipment and speakers, portable digital music players, small scale servers, video game consoles, and cell phones.

(K) Disposal of larger municipal solid waste items or municipal solid waste in volume greater than what will fit into the provided and allowable receptacles requires a special pick up. Property owners are required to contact the City to schedule a special pick up. The municipal solid waste items to be disposed by a special pick up shall not be placed/stored on public property until the day that the special pick up is scheduled to occur.

(L) The Director of Public Works or the City Manager or his/her designee(s) shall designate procedures regulating the collection of refuse, garbage, large, heavy, or extraordinary materials and items.

(M) Equal access to service:

1. All properties shall provide appropriate levels of recycling service as determined by the City in accordance with City goals and priorities. In addition, all properties shall make tenants and occupants aware of services available to provide compostable materials collection.

2. No property owner, manager or representative shall deny access to a tenant or occupant to access appropriate recycling service or alternative diversion services such as compostable materials collection.

3. A property owner, manager or representative may elect to pass the cost of the alternative diversion services such as compostable material collection to occupants or tenants.

8-4-4. - RECYCLABLE MATERIALS DISPOSAL REQUIREMENTS.

(A) The recyclable materials listed in this Section set out for disposal shall be cleaned and segregated from any refuse and compostable material and set
out in special receptacles provided by the City or the franchise waste private scavenger(s):

1. Paper items including newspapers and all inserts, direct mail advertising, office paper, magazines, catalogs, phone books, cardboard, and chipboard (flattened cereal or tissue boxes, paper towels and toilet paper rolls, and food boxes). No waxed paper products will be accepted.

2. Glass jars and bottles without lids.

3. Aluminum cans, containers, and clean foil.

4. Steel and bimetal cans including empty aerosol cans and empty dry paint cans.

5. Plastic containers with material code numbers 1, 2, 3, 4, 5, and 7 without lids, and 12-pack rings.

6. Other articles may be prohibited by additional regulations promulgated by the Director of Public Works or the City Manager or his/her designee(s).

(B) Placing/mixing non-recyclable materials with recyclable materials in a receptacle indicated for recyclable material shall be a violation of this Chapter and may result in a special collection fee for the collection, transportation, and disposal of the non-recyclable material.

8-4-5. - COMPOSTABLE MATERIAL DISPOSAL REQUIREMENTS.

(A) Property owners are encouraged to dispose of compostable materials in the food and yard waste cart during the 9.5 months of the year that food and yard waste is collected. Property owners are also encouraged to participate in the year round food scrap collection program provided by a private scavenger under contract with the City.

(B) Acceptable compostable materials include:

1. Food Scraps such as: All fruit, all vegetables, coffee grounds, coffee filters, meats, bones, dairy products, eggs, egg shells, unwrapped candy, sugars, syrups, fried food, grains, baked goods, seafood, spices, herbs, tea, tea bags (without staples) and food soiled paper.
2. Other materials such as: Weeds, houseplant scraps, cold ashes from fireplace/grill, unlined paper products, BPI certified compostable bags, BPI certified compostable products, PLA Natureworks items and Compostable kitchenware (ASTM D-6400 Certified)

3. Any other materials agreed upon in writing between the City and a private scavenger under contract with the City.

(C) Placing/ mixing non-compostable materials with compostable materials in a receptacle indicated for compostable materials shall be a violation of this Chapter and may result in a special collection fee for the collection, transportation, and disposal of the non-compostable material.

8-4-6. - GENERAL RECEPTACLE REQUIREMENTS.

(A) City Provided Refuse and Recycling Receptacles

1. Refuse and recycling roll-out carts provided by the City and will be imprinted with a serial number and stamped with the City seal. Ownership of the carts shall remain with the City and unauthorized removal of said carts shall be a violation of this Chapter.

2. Refuse and recycling roll-out carts will be maintained and repaired by the City. The City will replace the City issued roll-out cart for free of charge when it determines that a replacement is needed.

3. Refuse and recyclable materials placed in roll out carts must not exceed fifty (50) pounds and must be placed in a manner that will allow the roll out cart lid to completely close onto the cart.

4. Refuse containers used at residences with five (5) or less dwelling units shall be either the ninety-five (95) gallon or sixty-five (65) gallon roll-out carts provided by the City.

5. Recyclable materials containers provided by the City shall be either the ninety-five (95) gallon or sixty-five (65) gallon roll-out carts. The containers will have a blue lid and a weatherproof sticker indicating the acceptable and non-acceptable items for disposal.

(B) Food and Yard Waste Receptacles.

1. Kraft paper bags used for yard waste shall have a maximum capacity of thirty (30) gallons and weigh no more than fifty (50) pounds when filled. Branches shall not exceed four (4) inches in diameter and/or
four (4) feet in length. Branch and trimming bundles shall not exceed three (3) feet in diameter. No food scraps may be disposed of in a Kraft paper bag.

2. Property owners wishing to use a roll out cart for food and yard waste disposal may purchase a roll out cart from the City. The cost of these carts shall be as identified in section 8-4-11. These carts are then owned by the property owner.

3. Roll out carts purchased by the property owner and used for food and yard waste storage will be maintained and repaired by the City for the first five (5) years after they are purchased. After five (5) years from the date of purchase, the property owner is responsible for the repair/replacement of the food and yard waste roll out cart. Food and yard waste roll out carts will have a green lid and a weatherproof sticker indicating the acceptable and non-acceptable items for disposal.

4. Food and yard waste placed in the roll out cart must not exceed fifty (50) pounds and must be placed in a manner that will allow the roll out cart lid to completely close onto the cart.

(C) Private Scavenger Provided Receptacles

1. Receptacles provided by private scavengers shall be leak-resistant, rodent-resistant, lidded, and constructed of impervious material. The receptacles are subject to the inspection of the City of Evanston Health and Human Services Department.

2. Receptacles provided by private scavengers must display the name and address of the premises they serve in conspicuous lettering. Said lettering is to be maintained in a clean and legible condition. Containers shall be situated so that the required lettering is visible from the public way. This provision shall be waived in the event that private scavengers swap out containers during the weekly collection with new cleaned containers each and every week service is in effect.

3. Any private scavenger distributing receptacles within the City must, on an annual basis, provide the following information to the Director of Public Works or the City Manager or his/her designee(s).

   a. The name, address and telephone number of the scavenger service and their contact person’s name.
b. The name, address and telephone number of the owner and operator of the premises serviced by the private scavenger.

c. The number of receptacles provided, the capacity of each, their specific location and the frequency of pick up.

4. The private scavenger shall update the information provided to the City within ten (10) days of any changes to the service provided.

8-4-7. - OWNERSHIP OF RECYCLABLE MATERIALS.

Ownership of recyclable materials shall be vested in the City or in haulers authorized by the City. Unauthorized collection of recyclable materials set out for collection shall constitute a violation of this Chapter.

8-4-8. - DESIGNATION OF COLLECTION SITE; COLLECTION AGENT.

(A) Municipal solid waste collection containers shall be located aboveground. No collection will be made from containers set into the ground unless such containers were being serviced by City provided municipal solid waste collection service or a private scavenger as of the effective date hereof.

(B) Every building, establishment, institution, or premises shall contain a designated municipal solid waste collection site which meets the standards of convenience and health and safety for the community. This requirement shall be applicable to all construction sites and remodeling projects.

(C) All properties which abut an alley must designate a collection site at the edge of the property directly adjacent to the alley. Where practicable, the site should not be fenced or otherwise closed off in such a manner as to impede efficient collection. Any gates leading to the collection site from the alley shall be unlocked. The collection site may be on the alley itself, provided that containers shall not interfere with the free movement of vehicles in the alley.

(D) All properties that do not abut an alley:

1. Occupants of residences whose property does not abut an alley shall locate municipal solid waste receptacles along the curb immediately adjacent to the property, provided that containers shall not interfere with the free movement of vehicles in the street or pedestrians on walkways.

2. Municipal solid waste receptacles and all other refuse materials must be secured and placed in containers at the curb not earlier than six o'clock (6:00) P.M. of the day preceding collection nor later than

~9~
seven o'clock (7:00) A.M. on the day of collection. All containers must be removed from the curb no later than seven o'clock (7:00) P.M. on the day of collection or twelve (12) hours after actual collection, whichever occurs later.

(E) The designated collection site for municipal solid waste collection service by the City or private scavenger under contract with the City will be located so as to provide the highest degree of accessibility to the collection vehicles.

(F) Each premises occupied or used as a multi-family residential unit, business, or commercial purpose shall designate one individual or property management company, with contact information, who shall at all times be responsible for all requirements under this Chapter.

8-4-9. - COLLECTION RESPONSIBILITY.

8-4-9-1. - COLLECTION SERVICE.

(A) The City shall provide municipal solid waste collection service, not including the collection of construction debris, on a once per week basis when practicable, to the following:

1. All single-family detached homes. For purposes of this Section, a structure commonly called a "coach house" or "carriage house" is considered to be a "single-family detached home" separate from the principal house on the same lot.

2. All multiple dwellings of five (5) or fewer units.

3. Townhouse, row house, or multiple dwellings which are at least seventy five percent (75%) owner occupied for the entire housing complex, and that the Director of Public Works or the City Manager or his/her designee(s) determines shall be included in the municipal solid waste collection service based on accessibility. Townhouse, row house, and multiple dwellings that the Director of Public Works or the City Manager or his/her designee(s) determines shall not be included in the municipal solid waste collection service shall be serviced by the municipal solid waste franchise service pursuant to Section 8-4-9-1 (B) of this Chapter. A sanitation service charge for the municipal solid waste collection service will be charged as specified in Section 8-4-11 of this Chapter.

(B) Condominium, cooperative apartment, townhouse, or row house dwellings with six (6) or more units.
1. For condominium, cooperative apartment, townhouse, or row house dwellings with six (6) or more units, the City shall provide municipal solid waste collection service via private scavenger under contract with the City, not including the collection of construction debris, on a twice per week basis when practicable, to each unit of a condominium, cooperative apartment, townhouse, or row house dwelling which is at least seventy five percent (75%) owner occupied for the entire housing complex. A sanitation service charge for the municipal solid waste collection service will be charged as specified in Section 8-4-11 of this Chapter.

2. In the event a condominium/cooperative apartment has limited municipal solid waste storage capacity requiring removal more than twice per week, as determined by the Director of Public Works or the City Manager his/her designee(s), the extra collection service shall be obtained at the expense of the building occupants or owners.

(C) All other residences, businesses, institutions or other legal entities shall be serviced by the City franchise waste service pursuant to Section 8-4-9-2 of this Chapter unless the residence, business, institution, or other legal entity is:

1. Exempted from the municipal solid waste franchise service pursuant to Section 8-4-9-2-2 of this Chapter; or

2. Receiving municipal solid waste collection service from a private scavenger contracted by the City pursuant to Section 8-4-9-1 (B) of this Chapter; or

3. Serviced by a governmental agency other than the City; or

4. A university, hospital, or governmental agency.

(D) Any person or legal entity occupying any building required to provide private scavenger service shall, upon the request of the City Manager or his/her designee, provide a copy of the current contract for refuse collection with a licensed scavenger for the subject premises.

(E) Municipal solid waste that accumulates or remains in any street, alley or other public place where its presence constitutes a nuisance to others or a potential or actual hazard to health, sanitation or safety the Director of Public Works or the City Manager or his/her designee(s) shall have the municipal solid waste collected as a Special Pick Up.
(F) When municipal solid waste (other than construction debris) is too large to fit in the container provided by the City, the property owner shall request a Special Pick Up. If a Special Pick Up is not requested, the waste will be tagged with a “non-collection notice” sticker. If the property owner does not call within forty-eight (48) hours of the municipal solid waste being tagged, the Special Pick Up will be performed and the property owner will be charged.

(G) If the City Manager or his/her designee determines that a Sunday municipal solid waste pickup from a business or commercial premises is required in the interest of the public health, welfare, or safety, he/she:

1. Shall order same and invoice the operator of the premises in question for three hundred fifty dollars ($350.00); and

2. May cause the area in proximity to said receptacle to be cleaned. If the area adjacent to the container is not kept clear of municipal solid waste on a Sunday, the City may remove the municipal solid waste adjacent to the container and invoice the operator of the premises in question three hundred fifty dollars ($350.00) for each occurrence. Nonpayment of any invoice issued pursuant to this Section within thirty (30) days of its date shall constitute a violation of this Chapter.

8-4-9-2. - FRANCHISE.

8-4-9-2-1. - ESTABLISHING FRANCHISE WASTE SERVICE, GENERAL REGULATIONS.

To regulate and control the collection, transportation, and disposal of municipal solid waste, the City opts for an exclusive franchise waste service to collect, transport, and dispose of municipal solid waste by one or more qualified private scavengers procured through a competitive bidding process.

(A) The following shall be serviced by the exclusive municipal solid waste franchise service:

1. All townhouse, row house, or multiple dwellings that the City does not provide municipal solid waste collection to under Subsections 8-4-9-1(A)3 and (B) of this Chapter; and

2. All residences, businesses, institutions, or other legal entities required in Subsection 8-4-9-1(C) of this Chapter to receive service from the municipal solid waste franchise service; and
3. All residences, businesses, institutions, or other legal entities that want to participate year round food scrap collection program.

(B) All those required to receive franchise waste service shall be responsible for paying all fees in accordance with the exclusive franchise contract.

(C) Such service shall be performed as often as necessary to prevent a nuisance or a threat to public health, welfare and safety, but in no event, shall service be less than once each week. Containers designated for only food scraps may not be stored outdoors while containing food scraps for longer than one week.

(D) No person or legal entity occupying a building required to receive the municipal solid waste franchise service shall enter into contract for municipal solid waste collection. All such contracts entered into after November 1, 2008, are deemed invalid.

(E) Any entity not subject to service through the municipal solid waste franchise may petition the City Manager or the Director of Public Works or their designees, in writing, for such service.

8-4-9-2-2. - FRANCHISE SERVICE EXEMPTIONS.

Any person or legal entity occupying any building specified in Section 8-4-9-1 (C) of this Chapter may request, in writing, to the Director of Public Works or the City Manager or their designee(s), that they be exempted from the City franchise service. Said request shall specify the circumstances that necessitate such exemption status which may include, but are not limited to, a corporate contract whose provisions are outside the persons' or entities' control or a specialized service that cannot be provided by the City franchise service.

Any person or legal entity that has been granted an exemption from the City franchise waste service shall contract at its own expense with a private scavenger licensed by the City pursuant to Chapter 4½ of this title. Municipal solid waste pick up by the private scavenger shall be as often as may be required to prevent stored municipal solid waste from becoming a nuisance or a threat to the public health, welfare, or safety.

8-4-10. - RESPONSIBILITY FOR COMPLIANCE.

Every owner, occupant, agent, employee of an owner or occupant, including corporations, associations of owners and individuals responsible for the collection and removal of refuse, recyclable material, and yard waste/food scrap shall comply with each applicable provision of this Chapter.
8-4-11. - IMPOSITION OF SANITATION SERVICE CHARGES.

(A) Refuse. There is hereby established the following fee structure for the collection and disposal of refuse, as defined in Section 8-4-1 of this Chapter, by the City:

1. Nine dollars and fourteen cents ($9.14) per month per dwelling for one (1) City-issued sixty-five-gallon roll out cart, only.

2. Twenty dollars and sixty-four cents ($20.64) per month per dwelling for one (1) City-issued ninety-five-gallon roll out cart plus one (1) thirty-gallon or less trash bag.

3. Nine dollars and fourteen cents ($9.14) per month per dwelling for any additional roll out cart regardless of size. The initial monthly fee shall be based on the largest roll out cart present at the location.

4. Eight dollars and eighty-five cents ($8.85) per month per unit for each townhome, row house, or multiple dwellings which are at least seventy-five percent (75%) owner occupied for the entire housing complex.

(B) Food and Yard Waste. The fee structure for the collection and disposal of "compostable materials" as defined in Section 8-4-1 of this Chapter, by the city is:

1. One dollar and seventy-five cents ($1.75) per yard waste sticker. Purchasers shall affix one sticker to each bag of yard waste and/or branch and trimming bundle, regulated by Subsection 8-4-3 (D) of this Chapter, left for collection by the City.

2. Twenty-five dollars ($25.00) per year per yard waste cart.

(C) Recyclable Materials. The fee for the collection and disposal of "recyclable material" as defined in Section 8-4-1 of this Chapter, by the City for only multi-family apartment buildings six (6) units and greater is:

One dollar and eighty-five cents ($1.85) per unit per month in the multi-family apartment buildings with six (6) units or greater. Disposition requirements for recyclable materials are outlined in Section 8-4-4 and the proper receptacle for said materials is outlined in Section 8-4-6 above.

(D) Special Pick Up. The fee structure for the collection and disposal of "special pick up," as defined in Section 8-4-1 of this Chapter, by the city is set forth below:
1. One hundred dollars and no cents ($100.00) for the collection, transportation and disposal of up to three (3) cubic yards of municipal solid waste, compostable materials, or recyclable material.

2. Twenty-five dollars and no cents ($25.00) for the collection, transportation and disposal of each additional one (1) cubic yard of refuse, compostable materials, or recyclable material in excess of the initial three (3) cubic yards.

(E) **Special Collection.** The following fees are set for special collection and disposal of municipal solid waste, as defined in Section 8-4-1 of this Chapter:

1. Twenty-five dollars and no cents ($25.00) for the collection and disposal of non-recyclable materials in a receptacle indicated for recyclable materials.

2. Twenty-five dollars and no cents ($25.00) for the collection and disposal of non-compostable materials in a receptacle indicated for compostable materials.

(F) **Purchase of a Food and Yard Waste Cart.** The following fee is established for the purchase and delivery of each food and yard waste cart:

1. Eight-two dollars and fifty cents ($82.50) for the purchase of a ninety-five gallon roll out cart purchased through the office of the Public Works Director.

8-4-12. - BILLING PROCEDURES; DISPOSITION OF FUNDS.

The sanitation service charge, extra refuse container charge, special pick up fee, and special collection fee shall be added to and separately recited upon a statement of charges for water consumption, sewer service, solid waste collection service, extra refuse container charge, special pick up service, and special collection service. The statement will be prepared and mailed to the consumer at least every six (6) months. The statement is delinquent if unpaid after twenty (20) days from the date of the statement, and a penalty of ten percent (10%) of the amount due and owing for the period recited upon such statement will be added to such statement and collected in addition thereto. All revenue received in payment of the sanitation service charge, extra refuse container charge, special pick up fee, and the special collection fee shall be deposited in the solid waste fund.

Whenever any sanitation service charges, special pick up, or special collection fees remain unpaid after the expiration of thirty (30) days from the date of such statement, the water supply for the premises served and delinquent shall be terminated, and the
service cannot be resumed until all sanitation service charge, special pick up fee, and special collection fees in arrears are paid, including accrued penalties and a water turn on charge applied as listed in Section 7-12-17 of this code.

The City Manager, or his/her designee, shall enforce the provisions of this Chapter.

Those receiving franchise waste services shall be responsible for paying all fees in accordance with the exclusive franchise contract.

**8-4-13. - CHARGES CONSTITUTE A LIEN.**

Charges for the sanitation service charge, special pick up fees, and special collection fees shall be a lien upon the premises served pursuant to the law thereto pertaining. Whenever any charges remain unpaid for thirty (30) days after they were rendered, the City Manager or his/her designee will file or cause to be filed in the office of the Cook County Recorder of Deeds a statement of lien claim duly verified by his/her affidavit, or the affidavit of some other officer of the City having knowledge of the facts.

The failure to record such a lien or to mail notice thereof shall not affect the right of the City to foreclose or adjudicate such a lien, by an equitable action in accordance with the statutory requirements therefor and in the same manner as provided for water service in Section 7-12-7-4 of this code. The City Manager or his/her designee shall execute releases of such liens on behalf of the City upon receipt of payment therefor.

**8-4-14. - PENALTY.**

(A) Any person that violates the provisions of this Chapter except Sections 8-4-6-(C)-1, 8-4-6-(C)-4, 8-4-7, 8-4-11, 8-4-12, and 8-4-13 of this Chapter, shall be punishable by a fine of two hundred fifty dollars ($250.00). A separate offense shall be deemed committed for each day such violation occurs or continues.

(B) Any person that violates Section 8-4-6-(C)-1 of this Chapter shall be punishable by a fine of seventy-five dollars ($75.00). Each day that a receptacle is found to be in violation shall constitute a separate and distinct offense. In addition, the owner of a commercial waste receptacle, if different from a solid waste collection service provider, shall be jointly and severally liable with the solid waste collection service provider for any violation of Section 8-4-6-(C)-1.

(C) Any person that violates Section 8-4-6-(C)-4 of this Chapter shall be punishable by a fine of fifty dollars ($50.00). Each day that a receptacle is found in violation shall constitute a separate and distinct offense.
(D) Any person that violates Section 8-4-7 of this Chapter shall be punishable by a fine of one hundred dollars ($100.00). A separate offense shall be deemed committed for the unauthorized collection of each receptacle containing recyclable materials.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: If any provision of this Ordinance 128-O-18 or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid application of this Ordinance is severable.

SECTION 4: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 5: This Ordinance 128-O-18 shall be in full force and effect after its passage, approval, and publication in the manner provided by law.

Introduced: _________________, 2018

Approved:

Adopted: _________________, 2018

______________________________, 2018

Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

______________________________

Michelle L. Masoncup, Corporation Counsel

Devon Reid, City Clerk
## ATTACHMENT 2
### (OPTION 2)

<p>| Property Tax increases only (reducing GF transfer by $350,000 / year) |
|---|---|---|---|---|---|</p>
<table>
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<tr>
<th>Row</th>
<th>Column A</th>
<th>Column B</th>
<th>Column C</th>
<th>Column D</th>
<th>Column E</th>
<th>Column F</th>
<th>Column G</th>
<th>Column H</th>
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<tr>
<td>1</td>
<td>2017 Fund Balance Projection</td>
<td>2018 Expenses</td>
<td>2018 Revenues Interfund Transfer Reduction and 1% Property Tax Increase</td>
<td>2019 Expenses (assuming a 2% expense increase across the board)</td>
<td>2019 Revenues Interfund Transfer Reduction and 1% Property Tax Increase</td>
<td>2020 Expenses (assuming a 2% expense increase across the board)</td>
<td>2020 Revenues Interfund Transfer Reduction and 1.25% Property Tax Increase</td>
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<td>9</td>
<td>Trash Carts</td>
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<td>Solid Waste Fund proceeds</td>
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<td>Solid Waste Fund Balance</td>
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<td>$ (305,982.10)</td>
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<td>Solid Waste Fund  October 2018</td>
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<td><strong>Revenues</strong></td>
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<td>2018</td>
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<td>2020</td>
<td>2021</td>
<td>2022</td>
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<td>Residential Refuse (roll out cart charge)</td>
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<td>Condo Refuse (condo charge)</td>
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<td>Yard Waste (yard cart and stickers)</td>
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<td>Apartment Refuse (apartment charge)</td>
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<td><strong>Subtotal for all service charges</strong></td>
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<td>Franchise fees</td>
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<td>Special Pick Up fees</td>
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<td>Transfer from General Fund</td>
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<tr>
<td><strong>TOTAL REVVENUES</strong></td>
<td>$5,074,667</td>
<td>$5,666,710</td>
<td>$6,029,210</td>
<td>$6,029,210</td>
<td>$6,029,210</td>
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</table>

| **Expenses**                   |
| 2018                          | 2019  | 2020  | 2021  | 2022  |
| Debt Service                  | $21,800 | $22,745 | -      | -      | -      |
| Salary & Benefits (includes Health) | $993,616 | $1,096,695 | $1,135,079 | $1,174,807 | $1,215,925 |
| Condo refuse collection       | $424,500 | $433,300 | $440,100 | $455,200 | $466,600 |
| Residential refuse collection | $1,594,204 | $1,626,400 | $1,667,000 | $1,708,700 | $1,751,400 |
| Yard waste collection         | $657,451 | $671,200 | $688,000 | $705,200 | $722,800 |
| SWANCC disposal fees           | $750,000 | $750,000 | $768,750 | $787,969 | $807,668 |
| Seasonal employees            | $74,000 | $74,000 | $75,480 | $76,990 | $78,529 |
| Other services & supplies     | $15,176 | $6,176  | $6,176  | $6,176  | $6,176  |
| Capital Outlay (carts, lids & dumpster) | $25,750 | $25,750 | $25,750 | $25,750 | $25,750 |
| Capital Outlay (RFID system)   | $85,000 | -      | -      | -      | -      |
| Software support (RFID system) | $20,000 | $20,000 | $20,000 | $20,000 | $25,000 |
| Studies (route study for RFID) | $20,000 | -      | -      | -      | -      |
| Auto Equip (purchase)         | $250,000 | $275,900 | $284,177 | $292,702 | $301,483 |
| Auto Equip (maintenance)      | $322,362 | $322,362 | $332,033 | $341,994 | $352,254 |
| Outreach                      | $7,500  | $7,500  | $7,500  | $7,500  | $7,500  |
| **TOTAL EXPENSES**            | $5,136,359 | $5,437,028 | $5,450,045 | $5,602,988 | $5,761,086 |

**TOTAL REVVENUES:** $5,074,667 $5,666,710 $6,029,210 $6,029,210 $6,029,210

**TOTAL EXPENSES:** $5,136,359 $5,437,028 $5,450,045 $5,602,988 $5,761,086

**OPERATING NET:** $(61,692) $229,682 $579,165 $426,222 $268,124

<table>
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<th>Starting Fund Balance</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
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<td>$(1,123,658)</td>
<td>$(893,976)</td>
<td>$(314,811)</td>
<td>111,411</td>
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</table>

**Operating Net:** $(61,692) $229,682 $579,165 $426,222 $268,124

**Ending Fund Balance:** $(1,123,658) $(893,976) $(314,811) 111,411 379,535

177 of 273
Memorandum

To: Honorable Mayor and Members of the City Council
   Administration and Public Works Committee

From: David D. Stoneback, Public Works Agency Director

Subject: Ordinance 130-O-18, Amending City Code 7-2-6 (G),
   Moving Vehicle Parking and Storage Containers on Public Ways

Date: November 6, 2018

Recommended Action:
Staff recommends that City Council adopt Ordinance 130-O-18, which would increase the fee to allow public parking spaces and/or other public right-of-way to be reserved for loading and unloading of moving vehicles and storage containers without obstructing traffic flow from $100.00 to $120.00 beginning January 1, 2019.

Livability Benefits:
Built Environment: Enhance public space

Analysis:
A moving vehicle parking and storage container fee was established with the adoption of Ordinance 3-O-12 that became effective on April 1, 2012. This ordinance did not indicate the permit fee, but the agenda memorandum indicated that the fee would be $100.00. Proposed Ordinance 130-O-18 establishes the permit fee of $120.00 within the City Code and provides police powers to the Public Works Director or his/her designee to enforce the requirements of this ordinance.

In general, an employee spends approximately 20 minutes issuing this type of permit. Additionally, an employee from the Traffic Division spends approximately 1.5 hours on posting, inspecting and removing no-parking signs. The cost for this work amounts to $108.00. An average of 350 moving van permits are issued annually. Based on past history, raising the permit fee to $120 will generate $42,000 in FY2019, an increase of $7,000 over previous years.

Attachments:
Ordinance 130-O-18
AN ORDINANCE

Amending Evanston City Code 7-2-6(G), “Moving Vehicle Parking and Storage Containers on Public Ways,” To Require a Permit and Add Police Powers

NOW BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS, THAT:

SECTION 1: Section 7-2-6 of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(G) Moving Vehicle Parking and Storage Containers on Public Ways:

1. Purpose: The purpose of this Subsection is to allow public parking spaces and/or other public right-of-way spaces to be reserved for loading and unloading of moving vehicles and storage containers without obstructing traffic flow.

2. Permits and Fees: Persons must submit an application and the requisite fee to the Director of Public Works or his/her designee in order to reserve public parking spaces and/or other public right-of-way spaces for moving vans and storage containers. Any such application shall include the following information: applicant’s property address; date of the move; length of the moving vehicle; and contact information for the applicant. Any such application shall be submitted no less than ten (10) business days prior to the move. Any such permit shall be valid only for the move-in or move-out date(s) specified in the application.

2. Permits Required.

   a. Storage Container. No storage container shall be placed in public parking spaces and/or public right-of-way unless a permit shall have been first obtained from the Director of Public Works or his/her designee in order to reserve public parking spaces and/or other public right-of-way spaces for storage containers.

   b. Moving Vehicle. A permit is required for moving vans/vehicles in order to reserve public parking spaces and/or other public right-of-way spaces for moving vans/vehicles.
3. **Permit Application.** Any moving vehicle and storage container permit application shall be submitted no less than ten (10) business days prior to the move. Any such permit shall be valid only for the move-in or move-out dates specified in the application and cannot exceed three (3) weeks.

At the time of making application for a permit, the applicant shall furnish the following information to the Director of Public Works or his/her designee:

a. applicant's property address
b. date of the move
c. length of the moving vehicle
d. contact information for the applicant
e. a weekly permit fee of $120.

3. 4. **Use of Parking Spaces.** Any space(s) occupied by a permit issued pursuant to this Subsection may only be used for loading and unloading purposes. Upon the completion of the move, the applicant shall remove any signs reserving said space(s).

4. 5. **Revocation of Permit; Public Safety.** Any moving vehicle or storage container and/or its/their use shall not pose a public safety threat and shall comply with traffic laws and local ordinances. If, in the sole determination of the Director of Public Works or his/her designee, a moving vehicle or storage container poses or would pose a public safety threat, he/she may refuse to grant such a permit, amend said permit or revoke said permit

6. **Police Powers.** The Director of Public Works or his/her designees shall have full police powers to issue complaints, citations, notices to appear, and summonses for the violation of any provision this Section.

**SECTION 2:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3:** If any provision of this ordinance or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.
SECTION 4: This Ordinance shall be in full force and effect on January 1, 2019, after its passage, approval, and publication in the manner provided by law.

SECTION 5: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

Introduced: _______________, 2018

Adopted: _______________, 2018

Approved: _______________, 2018

_______________________________

Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

_______________________________

Michelle L. Masoncup, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of the City Council

From: Erika Storlie, Assistant City Manager/Administrative Services Director
       Jill Velan, Parking Division Manager

Subject: Ordinance 134-O-18, Amending City Code Subsections 10-4-5-2(B)(7) and (11) “Parking in Predominately Residential Areas”

Date: November 8, 2018

Recommended Action:
Staff recommends City Council adopt Ordinance 134-O-18, amending City Code subsections 10-4-5-2(B)(7) and (11) “Parking in Predominately Residential Areas” to amend the permit renewal date and increase the residential parking permit.

Livability Benefits:
Innovation & Process: Support local government best practices and processes

Background:
Currently the fee for residential parking permits is $90.00. For those residents who have their vehicle registered in Evanston and who have paid their wheel tax, the fee is reduced by the amount of the wheel tax (currently $75.00). This brings the cost for a permit to $15.00.

As part of the FY2019 Budget proposal, Staff recommends increasing the residential parking permit fees to $115.00 for 2020. This would result in the residential permit costing $30.00 for those residents who have paid their 2020 wheel tax at $85.00.

Attachments:
Ordinance 134-O-18
AN ORDINANCE

Amending City Code Subsections 10-4-5-2(B)(7) and (11) “Parking in Predominately Residential Areas” to Amend the Permit Renewal Date and to Increase the Residential Parking Permit Fee

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: Subsections 10-4-5-2(B)(7) and (11) “Parking in Predominately Residential Areas” of the Evanston City Code of 2012, as amended, are hereby further amended to read as follows:

7. The application for a permit shall contain the name of the owner or operator of the motor vehicle, residential address, the motor vehicle’s make, model, registration number, the number of the applicant’s operator’s permit, and the number of the City motor vehicle license if legally required. The motor vehicle’s registration and operator’s license may, in the discretion of the City Manager, be required to be presented at the time of making said application in order to verify the contents thereof. The owner or operator of any motor vehicle applying for a residential parking permit shall have a valid City motor vehicle license for the vehicle unless said license is legally not required. The permit shall be renewed annually on or before January 1, upon such conditions and procedures as the City Manager or his/her designee shall specify. The permit may be issued on a pro rata, by month, basis; however, all permits issued after January 1 in any year shall be valid until December 31 of the succeeding same year. The permit shall be displayed in a manner as determined and directed by the City Manager or his/her designee. The permit shall display the City motor vehicle license number if required to have said license, zone number and expiration date.

11. The fee of ninety one hundred fifteen dollars ($9115.00) per permit, annually, is hereby established to cover administrative costs of permits, signs, and related costs of the residential permit parking programs. The fee is to be
reduced by the amount of the Evanston vehicle license for those applicants who have purchased said license. Permits issued on or after July 1 shall have a fee of forty-five fifty-seven dollars fifty cents ($45.50 $57.50).

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: If any provision of this ordinance or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

SECTION 4: This Ordinance 148-O-18 shall be in full force and effect on January 1, 2019, after its passage, approval, and publication in the manner provided by law.

SECTION 5: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

Introduced: ________________, 2018  Approved:

Adopted: ________________, 2018  _____________________________, 2018

___________________________________________________________
Stephen H. Hagerty, Mayor
Attest:

Devon Reid, City Clerk

Approved as to form:

Michelle L. Masoncup, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of the City Council
   Members of the Administration and Public Works Committee

From: Erika Storlie, Assistant City Manager/Administrative Services Director;
      Jill Velan, Parking Division Manager

Subject: Ordinance 142-O-18, Amending Title 10, Motor Vehicles and Traffic,
         Chapter 11, Traffic Schedules, Section 17, Schedule XVII: Parking
         Violation Penalties

Date: November 11, 2018

Recommended Action:
The Transportation & Parking Committee and staff recommend City Council adoption of
Ordinance 142-O-18, amending City Code Section 10-11-17, Schedule XVII, Parking
Violation Penalties increasing the fine for a street sweeping violation by thirty five dollars
($35) to seventy five dollars ($75) with a fifty dollar ($50.00) additional penalty if paid
after the expiration of twenty-one (21) days following issuance of a final determination of
liability. A policy change regarding towing procedures will accompany this change to
reduce the financial hardship and inconvenience that vehicle owners currently endure
as part of sweeping operations. Staff also recommends increasing the fine for an
expired parking meter by five dollars ($5) to twenty-five dollars ($25) effective January
1, 2019 as part of the FY2019 budget proposal.

Livability Benefit:

Summary:
The Transportation and Parking Committee recommends approval of an increase to the
fine for street sweeping violations to $75 with a $50 additional penalty if paid after the
expiration of twenty-one (21) days following issuance of a final determination of liability
in addition to changes in the current vehicle towing policy. During the October 2018
meeting this proposal was discussed as the current model involves towing cars for this
violation on certain streets. Vehicle owners whose car is towed under the current policy
pay $40 to the City for the street cleaning citation, an additional $125 to the towing
company to get their vehicle back, plus any additional storage charges that may be
imposed based on how long the vehicle is at the tow lot. The current model is
extremely labor intensive for parking enforcement officers (PEO’s) and expensive and
inconvenient for vehicle owners. The committee recommended a solution to increase
the fee while eliminating the vehicle towing to alleviate the hardship this current policy has on vehicle owners. The new enforcement model will reduce the cost to the vehicle owner by a minimum of $90 for a violation where towing was previously enforced.

Following the adoption of this ordinance, beginning on January 1, 2019, vehicles will no longer be towed for parking in violation of standard street sweeping operations. Towing will remain an option only for those “special postings” where special tow zone signs are placed on the street more than 48 hours in advance of a specific sweeping. These special postings are sometimes necessary to clean areas where there is a significant buildup of debris, however they are infrequent and not a part of standard weekly sweeps.

Currently, a PEO spends an entire 8 hour shift to tow 8 cars due to the paperwork and process involved in towing operations. While this is profitable for the towing company as they are receiving the majority of the revenue, the city is barely covering the cost of the PEO while also not being able to provide enforcement operations throughout the City. The new model will more effectively address street sweeping violations while also providing needed PEO coverage for other operations.

Data provided to the committee showed that despite increasing the fine for this violation last year, roughly the same number of citations has been issued this year. The committee decided to move forward with this option with the idea that they would revisit it next year to examine the results and make any changes if necessary.

Staff is also recommending that the parking violation fine for an expired parking meter be increased by five dollars ($5) from twenty dollars ($20) to twenty-five dollars ($25) as part of the FY2019 proposed budget.

Attachments:
Ordinance 142-O-18
AN ORDINANCE

Amending Portions of City Code Section 10-11-17, “Schedule XVII; Parking Violation Penalties”

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

SECTION 1: Schedule XVII(A), “Parking Violation Penalties,” of Section 10-11-17(A), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(A) Twenty dollars ($20.00) Twenty-five dollars ($25.00) plus fifteen dollars ($15.00) additional penalty if paid after the expiration of twenty-one (21) days following issuance of a final determination of liability:

<table>
<thead>
<tr>
<th>SCHEDULE XVII (A): PARKING VIOLATION PENALTIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Expired parking meter</td>
</tr>
<tr>
<td>10-5-4(B)</td>
</tr>
</tbody>
</table>

SECTION 2: Schedule XVII(D.1), “Parking Violation Penalties,” of Section 10-11-17(D.1) of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(D.1) Fine of forty dollars ($40.00) seventy-five dollars ($75.00) plus thirty dollars ($30.00) fifty dollars ($50.00) additional penalty if paid after the expiration of twenty-one (21) days following issuance of a final determination of liability:

<table>
<thead>
<tr>
<th>SCHEDULE XVII (D.1): PARKING VIOLATION PENALTIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Parked in violation of street cleaning regulations</td>
</tr>
</tbody>
</table>
SECTION 3: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5: This ordinance will be in full force and effect from and after its passage, approval and publication in the manner provided by law.

SECTION 6: If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

Introduced: _________________, 2018

Adopted: _________________, 2018

Approved: _____________________, 2018

_______________________________
Stephen H. Hagerty, Mayor

Attest: Devon Reid, City Clerk

Approved as to form: Michelle L. Masoncup, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of the City Council
   Members of the Administration and Public Works Committee

From: Erika Storlie, Assistant City Manager/Administrative Services Director;
      Jill Velan, Parking Division Manager

Subject: Ordinance 145-O-18, Amending Various Sections of Title 10, Chapter 11, Section 12 “Parking Meter Zones”

Date: November 19, 2018

Recommended Action:
Staff recommends City Council adopt Ordinance 145-O-18, amending various sections of Title 10, Chapter 11, Section 12 “Parking Meter Zones” adding Sunday enforcement from one o’clock (1:00) p.m. to nine o’clock (9:00) p.m., increasing the rate of all two (2) hour meters from one dollar ($1.00) per hour to one dollar fifty cents ($1.50) per hour, all long term meters from twenty-five cents ($.25) per hour to fifty cents ($.50) per hour and all twenty (20) minute meters from twenty-five cents ($.25) to fifty cents ($.50) beginning March 1, 2019 with an automatic increase to two dollars ($2.00) per hour and fifty cents ($.50) per fifteen (15) minutes on January 1, 2020.

Funding Source:
The cost of replacement stickers and reprogramming the parking meters will be paid for through the Parking Fund.

Livability Benefits:
Innovation & Process: Support local government best practices and processes

Summary:
As part of the FY 2019 Budget proposal staff recommends this increase to both help increase the low fund balance of the Parking Fund and to increase the effectiveness of the Demand Based Pricing Strategy that was discussed in September. In order to be effective, the most convenient parking must be the most expensive and the least convenient parking must be cheaper. This will help with turnover on the streets, increasing parking availability at meters while also allowing for free or reduced cost options in parking garages for those who do not wish to pay the increased meter price.
It is estimated that amending the City Code would result in $1,480,600 in additional revenue for FY 2019 with portions of it being split between the Parking Fund and the General Fund.

**Attachments:**
Ordinance 145-O-18
AN ORDINANCE

Amending Various Sections of Title 10, Chapter 11, Section 12
“Parking Meter Zones”

WHEREAS, regulating surface parking in the City of Evanston is a priority to ensure that patrons and users of Evanston businesses can park and visit the establishments; and

WHEREAS, the City seeks to establish meter rates for Sundays in order to address the demand for Sunday surface parking from Evanston businesses that are open in the afternoon and evening; and

WHEREAS, the City Council finds that it is in the best interests of the City to raise meter rates as provided herein to adequately address current rates and demand,

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

SECTION 1: Schedule XII, “Parking Meter Zones,” of Section 10-11-12, of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

In accordance with Section 10-5-1 of this Title, parking meters having the following rates, time limits, and hours of operation are to be installed on the following streets or portions of streets or parking lots described below. Meter rates, maximum parking time limits, and hours of operation are to be in effect on all days except Sundays, New Year’s Day, the official Monday observance of Memorial Day, Independence Day, Labor day, Thanksgiving Day, and Christmas Day.
SECTION 2: Schedule XII, “Parking Meter Zones,” of Section 10-11-12(A), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(A) Two (2) hour maximum parking limit at a rate of one dollar ($1.00) one dollar and fifty cents ($1.50) per hour, effective March 1, 2019 through December 31, 2019 and commencing on January 1, 2020, the rate will be two dollars ($2.00) per hour, between the hours of eight o’clock (8:00) A.M. to nine o’clock (9:00) P.M. Monday through Saturday and one o’clock (1:00) P.M. to nine o’clock (9:00) P.M. on Sundays:

SECTION 3: Schedule XII, “Parking Meter Zones,” of Section 10-11-12(B), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(B) Two (2) hour maximum parking limit at a rate of one dollar ($1.00) one dollar and fifty cents ($1.50) per hour, effective March 1, 2019 through December 31, 2019 and commencing on January 1, 2020, the rate will be two dollars ($2.00) per hour, between the hours of eight o’clock (8:00) A.M. to nine o’clock (9:00) P.M. Monday through Saturday and one o’clock (1:00) P.M. to nine o’clock (9:00) P.M. on Sundays:

SECTION 4: Schedule XII, “Parking Meter Zones,” of Section 10-11-12(C), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(C) Two (2) hour maximum parking limit at rate of one dollar ($1.00) one dollar and fifty cents ($1.50) per hour, effective March 1, 2019 through December 31, 2019 and commencing on January 1, 2020, the rate will be two dollars ($2.00) per hour, between the hours of eight o’clock (8:00) A.M. to nine o’clock (9:00) P.M. Monday through Saturday and one o’clock (1:00) P.M. to nine o’clock (9:00) P.M. on Sundays:

SECTION 5: Schedule XII, “Parking Meter Zones,” of Section 10-11-12(D), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

~2~

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(D) Twenty (20) minutes at twenty-five cents ($0.25) fifty cents ($0.50), effective March 1, 2019 through December 31, 2019 and commencing on January 1, 2020, the rate will be Fifteen (15) minutes at fifty cents ($0.50):

SECTION 6: Schedule XII, “Parking Meter Zones,” of Section 10-11-12(D.1), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(D.1) Twenty (20) minutes at twenty-five cents ($0.25) fifty cents ($0.50) fifty cents ($0.50), effective March 1, 2019 through December 31, 2019 and commencing on January 1, 2020, the rate will be Fifteen (15) minutes at fifty cents ($0.50):

SECTION 7: Schedule XII, “Parking Meter Zones,” of Section 10-11-12(E), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(E) Twenty (20) minutes at twenty-five cents ($0.25) fifty cents ($0.50) fifty cents ($0.50), effective March 1, 2019 through December 31, 2019 and commencing on January 1, 2020, the rate will be Fifteen (15) minutes at fifty cents ($0.50):

SECTION 8: Schedule XII, “Parking Meter Zones,” of Section 10-11-12(F), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(F) Twenty (20) minutes at twenty-five cents ($0.25) fifty cents ($0.50) fifty cents ($0.50), effective March 1, 2019 through December 31, 2019 and commencing on January 1, 2020, the rate will be Fifteen (15) minutes at fifty cents ($0.50):

SECTION 9: Schedule XII, “Parking Meter Zones,” of Section 10-11-12(G), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(G) Twenty (20) minutes at twenty-five cents ($0.25) fifty cents ($0.50) fifty cents ($0.50), effective March 1, 2019 through December 31, 2019 and commencing on January 1, 2020, the rate will be Fifteen (15) minutes at fifty cents ($0.50):

SECTION 10: Schedule XII, “Parking Meter Zones,” of Section 10-11-
12(H), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

<table>
<thead>
<tr>
<th>SCHEDULE XII (H):</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking lot # 4, 2101-2121 Central Street:</td>
<td></td>
</tr>
</tbody>
</table>
| 47 meters | 1. $1.00 $1.50 per hour effective March 1, 2019 through December 31, 2019  
2. $2.00 per hour effective January 1, 2020  
Maximum limit, 15 hours |  |
|  | Eight o’clock (8:00) A.M. to Nine o’clock (9:00) P.M. Monday through Saturday and one o’clock (1:00) P.M. to Nine o’clock (9:00) P.M. on Sundays: |  |
| Parking lot # 15, behind 716 Main Street: |  |
| 29 meters | 1. $1.00 $1.50 per hour effective March 1, 2019 through December 31, 2019  
2. $2.00 per hour effective January 1, 2020  
Maximum limit, 2 hours |  |
<p>|  | Eight o’clock (8:00) A.M. to Nine o’clock (9:00) P.M. Monday through Saturday and one o’clock (1:00) P.M. to nine o’clock (9:00) P.M. on Sundays: |  |
| Parking lot # 24, 727 Main Street: |  |</p>
<table>
<thead>
<tr>
<th>Lot #</th>
<th>Dimensions</th>
<th>Rate Structure</th>
<th>Time Restrictions</th>
</tr>
</thead>
</table>
| 51   | 30 meters  | 1. $1.00 $1.50 per hour effective March 1, 2019 through December 31, 2019  
                             2. $2.00 per hour effective January 1, 2020 | Eight o'clock (8:00) A.M. to Nine o'clock (9:00) P.M. Monday through Saturday and one o'clock (1:00) P.M. to Nine o'clock (9:00) P.M. on Sundays: Maximum limit, 2 hours |
| 60   | 12 meters  | 1. $1.00 $1.50 per hour effective March 1, 2019 through December 31, 2019  
                             2. $2.00 per hour effective January 1, 2020 | Maximum limit, 3 hours Eight o'clock (8:00) A.M. to Nine o'clock (9:00) P.M. Monday through Saturday and one o'clock (1:00) P.M. to Nine o'clock (9:00) P.M. on Sundays: No Parking, 11:00 p.m. to 7:00 a.m. |

Parking lot # 51, 900 Noyes Street:

Parking lot # 60, 1234 Chicago Avenue:
<table>
<thead>
<tr>
<th>Maximum limit, 2 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eight o’clock (8:00) A.M. to Nine o’clock (9:00) P.M. Monday through Saturday and one o’clock (1:00) P.M. to Nine o’clock (9:00) P.M. on Sundays:</td>
</tr>
</tbody>
</table>

**SECTION 11:** Schedule XII, “Parking Meter Zones,” of Section 10-11-12(I), of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(I) Thirty (30) minutes at twenty-five cents ($0.25) seventy-five cents ($0.75) effective March 1, 2019 through December 31, 2019 and commencing January 1, 2020 the rate will be Thirty (30) minutes at one dollar ($1.00):

**SECTION 12:** The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

**SECTION 13:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 14:** This Ordinance 145-O-18 shall be in full force and effect on January 1, 2019, after its passage, approval, and publication in the manner provided by law.

**SECTION 15:** If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.
Introduced: _________________, 2018
Approved:

Adopted: _________________, 2018
__________________________, 2018

______________________________

Stephen H. Hagerty, Mayor

Attest: Approved as to form:

______________________________

Devon Reid, City Clerk Michelle L. Masoncup, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of the City Council
   Members of the Administration & Public Works Committee

From: Hitesh Desai, Chief Financial Officer

Subject: Ordinance 143-O-18, Amending “Schedule of License Fees” of City Code Section 10-8-3(A) – “Wheel Tax”

Date: November 12, 2018

Recommended Action:
City staff requests City Council adoption of Ordinance 143-O-18 amending Section 10-8-3(A), “Schedule of License Fees”, increasing the annual license fees by $10.00.

Livability Benefits:
Innovation and Process: Support local government best practices and processes

Summary:
City budget staff has analyzed increasing the annual license fees by $10 for all wheel tax categories. There are 22 different categories of wheel taxes. The projected overall increase with this change is $400,000. However, only about 75% of this revenue will be collected in FY2019. A majority of this revenue is received during the renewal period in November and December, but the City still receives roughly 25% of the total revenue from January through October.

Below is a breakdown of the 2017 wheel tax revenue by month. The proposed increase will be effective for 2020 wheel tax starting November 2019. As indicated earlier, the City expects to collect roughly 75% of the revenues at the increased price in 2019.
<table>
<thead>
<tr>
<th>Month</th>
<th>Revenue</th>
<th>% of total revenue received</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$87,317</td>
<td>3.3%</td>
</tr>
<tr>
<td>February</td>
<td>$211,061</td>
<td>8.0%</td>
</tr>
<tr>
<td>March</td>
<td>$64,015</td>
<td>2.4%</td>
</tr>
<tr>
<td>April</td>
<td>$31,002</td>
<td>1.2%</td>
</tr>
<tr>
<td>May</td>
<td>$76,609</td>
<td>2.9%</td>
</tr>
<tr>
<td>June</td>
<td>$52,989</td>
<td>2.0%</td>
</tr>
<tr>
<td>July</td>
<td>$28,557</td>
<td>1.1%</td>
</tr>
<tr>
<td>August</td>
<td>$24,766</td>
<td>0.9%</td>
</tr>
<tr>
<td>September</td>
<td>$17,222</td>
<td>0.7%</td>
</tr>
<tr>
<td>October</td>
<td>$13,213</td>
<td>0.5%</td>
</tr>
<tr>
<td>November</td>
<td>$538,743</td>
<td>20.4%</td>
</tr>
<tr>
<td>December</td>
<td>$1,495,909</td>
<td>56.6%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,641,402</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>

Below is a history of the Wheel Tax increases since its adoption in 1961.

<table>
<thead>
<tr>
<th>Year</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1961</td>
<td>less than 35 horse power</td>
<td>$10.00</td>
</tr>
<tr>
<td></td>
<td>greater than 35 horse power</td>
<td>$20.00</td>
</tr>
<tr>
<td>1971</td>
<td>less than 35 horse power</td>
<td>$15.00</td>
</tr>
<tr>
<td></td>
<td>greater than 35 horse power</td>
<td>$25.00</td>
</tr>
<tr>
<td>1979</td>
<td>motor vehicle wheel tax</td>
<td>$35.00</td>
</tr>
<tr>
<td>1988</td>
<td>motor vehicle wheel tax</td>
<td>$40.00</td>
</tr>
<tr>
<td>1999</td>
<td>motor vehicle wheel tax</td>
<td>$50.00</td>
</tr>
<tr>
<td>2008</td>
<td>motor vehicle wheel tax</td>
<td>$75.00</td>
</tr>
</tbody>
</table>

The table on the following page shows current Wheel tax categories and prices.
<table>
<thead>
<tr>
<th>Sticker Fees - Description</th>
<th>Plate Type</th>
<th>Fee On Or Before Due Date</th>
<th>Fee After Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Car/School Buses</td>
<td>PASSENGER</td>
<td>$75.00</td>
<td>$113.00</td>
</tr>
<tr>
<td>Motorcycles</td>
<td>MCY</td>
<td>$50.00</td>
<td>$75.00</td>
</tr>
<tr>
<td>Recreational Vehicles (RV)</td>
<td>RV</td>
<td>$85.00</td>
<td>$128.00</td>
</tr>
<tr>
<td>Trailers</td>
<td>TA</td>
<td>$30.00</td>
<td>$45.00</td>
</tr>
</tbody>
</table>

**Cross Weight Plate (lbs)**

<table>
<thead>
<tr>
<th>Weight Range</th>
<th>Plate Type</th>
<th>Fee On Or Before Due Date</th>
<th>Fee After Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>8,000 or less</td>
<td>B</td>
<td>$105.00</td>
<td>$158.00</td>
</tr>
<tr>
<td>8,001 - 12,000</td>
<td>D</td>
<td>$140.00</td>
<td>$210.00</td>
</tr>
<tr>
<td>12,001 - 16,000</td>
<td>F</td>
<td>$165.00</td>
<td>$248.00</td>
</tr>
<tr>
<td>16,001 - 26,000</td>
<td>H</td>
<td>$195.00</td>
<td>$293.00</td>
</tr>
<tr>
<td>26,001 - 28,000</td>
<td>J</td>
<td>$200.00</td>
<td>$300.00</td>
</tr>
<tr>
<td>28,001 - 32,000</td>
<td>K</td>
<td>$205.00</td>
<td>$308.00</td>
</tr>
<tr>
<td>32,001 - 36,000</td>
<td>L</td>
<td>$225.00</td>
<td>$338.00</td>
</tr>
<tr>
<td>36,001 - 40,000</td>
<td>N</td>
<td>$225.00</td>
<td>$338.00</td>
</tr>
<tr>
<td>40,001 - 45,000</td>
<td>P</td>
<td>$240.00</td>
<td>$360.00</td>
</tr>
<tr>
<td>45,001 - 50,000</td>
<td>Q</td>
<td>$255.00</td>
<td>$383.00</td>
</tr>
<tr>
<td>50,001 - 54,999</td>
<td>R</td>
<td>$255.00</td>
<td>$383.00</td>
</tr>
<tr>
<td>50,000 - 59,000</td>
<td>S</td>
<td>$270.00</td>
<td>$405.00</td>
</tr>
<tr>
<td>59,001 - 64,000</td>
<td>T</td>
<td>$280.00</td>
<td>$421.00</td>
</tr>
<tr>
<td>64,001 - 73,280</td>
<td>V</td>
<td>$295.00</td>
<td>$443.00</td>
</tr>
<tr>
<td>73,281 - 77,000</td>
<td>X</td>
<td>$310.00</td>
<td>$464.00</td>
</tr>
<tr>
<td>77,001 - 80,000</td>
<td>Z</td>
<td>$320.00</td>
<td>$480.00</td>
</tr>
<tr>
<td>Fleet FP Based on GVW</td>
<td>FP</td>
<td>Based on GVW</td>
<td></td>
</tr>
<tr>
<td>Antique AV</td>
<td>AV</td>
<td>$20.00</td>
<td>$30.00</td>
</tr>
</tbody>
</table>

**Exemptions**

- Disabled Veterans: Free up to one vehicle
- Active Military: Free up to one vehicle
- Diplomats: Free up to one vehicle

**Attachments:**

Ordinance 143-O-18
AN ORDINANCE

Amending “Schedule of License Fees” of City Code
Section 10-8-3(A)

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL

OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: City Code Section 10-8-3(A), “Fees Enumerated,”
under Title 10, Chapter 8, “Wheel Tax,” of the Evanston City Code of 2012, as
amended, is hereby further amended to read as follows:

(A) Fees Enumerated. The license fees to be paid annually to the City shall be
as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motor vehicles used in the transportation of passengers not for hire</td>
<td>$75.00 - 85.00</td>
</tr>
<tr>
<td>Antique motor vehicles more than 25 years of age and which are driven on</td>
<td>20.00 - 30.00</td>
</tr>
<tr>
<td>the highways only going to and returning from an antique auto show or</td>
<td></td>
</tr>
<tr>
<td>exhibition and registered as an antique vehicle by the Secretary of State,</td>
<td></td>
</tr>
<tr>
<td>State of Illinois</td>
<td></td>
</tr>
<tr>
<td>Automobile “dealer plates,” each</td>
<td>75.00 - 85.00</td>
</tr>
<tr>
<td>Vehicles or buses used in the transportation of persons for hire in the</td>
<td>No charge</td>
</tr>
<tr>
<td>City in regular scheduled service, or using any loading or unloading zone</td>
<td></td>
</tr>
<tr>
<td>or space provided for the loading or unloading of passengers within the</td>
<td></td>
</tr>
<tr>
<td>City pursuant to a certificate of convenience and necessity granted by</td>
<td></td>
</tr>
<tr>
<td>the state commerce commission</td>
<td></td>
</tr>
<tr>
<td>Buses:</td>
<td></td>
</tr>
<tr>
<td>School</td>
<td>$75.00 - 85.00</td>
</tr>
<tr>
<td>Other</td>
<td>95.00 - 105.00</td>
</tr>
</tbody>
</table>
Recreational vehicles:

<table>
<thead>
<tr>
<th>Item</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>All recreational vehicles</td>
<td>85.00</td>
</tr>
<tr>
<td>Motorcycles</td>
<td>50.00</td>
</tr>
<tr>
<td>Taxicabs or livery cabs for hire</td>
<td>75.00</td>
</tr>
<tr>
<td>Trailers designed to be towed by passenger vehicles</td>
<td>30.00</td>
</tr>
</tbody>
</table>

The owner of such trailers whether same are utilized for their own personal use or rented to other persons shall be responsible for the payment of said fees. All trailers shall have affixed thereupon a vehicle inspection emblem as provided under this chapter provided that only one (1) annual inspection be required.

Duplicate $10.00

Motor trucks and tractor trailers:

Motor trucks and tractor trailers, designed for the carrying of loads, shall be classified as to gross, tare and net weights. Such classification shall be identified by the prefix letter on the plate which shall correspond to the classification of the vehicles as provided by the Secretary of State, and the license fee for such motor vehicle shall be as follows:

<table>
<thead>
<tr>
<th>Gross Weight Not to Exceed</th>
<th>Classification</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>8,000 pounds or less</td>
<td>B</td>
<td>$105.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>115.00</td>
</tr>
<tr>
<td>8,001 – 12,000 pounds</td>
<td>D</td>
<td>140.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>150.00</td>
</tr>
<tr>
<td>12,001 – 16,000 pounds</td>
<td>F</td>
<td>165.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>175.00</td>
</tr>
<tr>
<td>16,001 – 24,000 pounds</td>
<td>H</td>
<td>195.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>205.00</td>
</tr>
<tr>
<td>24,001 – 28,000 pounds</td>
<td>J</td>
<td>200.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>210.00</td>
</tr>
<tr>
<td>28,001 – 32,000 pounds</td>
<td>K</td>
<td>205.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>215.00</td>
</tr>
<tr>
<td>32,001 – 41,000 pounds</td>
<td>N</td>
<td>225.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>235.00</td>
</tr>
</tbody>
</table>
SECTION 2: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance will be in full force and effect from and after its passage, approval and publication in the manner provided by law.

SECTION 5: If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.
Introduced: _________________, 2018

Adopted: _________________, 2018

Approved: _________________, 2018

_____________________________

Stephen H. Hagerty, Mayor

Attest:

Devon Reid, City Clerk

Approved as to form:

______________________________

Michelle L. Masoncup, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of the City Council
   Administration & Public Works Committee

From: Wally Bobkiewicz, City Manager
       Hitesh Desai, Chief Financial Officer/Treasurer

Subject: Ordinance 148-O-18, “Amending City Code Section 3-25-2 ‘Imposition of Tax’ to Increase the Real Estate Transfer Tax for Transactions with a Sale Price over $1,500,000”

Date: November 7, 2018

Recommended Action:
Staff recommends City Council adoption of Ordinance 148-O-18, amending City Code Section 3-25-2, “Imposition of Tax” to increase the Real Estate Transfer Tax for sales with a price over $1,500,000.01. Estimated additional revenues with the implementation of this increased real estate transfer tax are projected to equal $850,000.00 annually.

Livability Benefit:

Summary
On August 13, 2018, the City Council adopted Resolution 60-R-18 to place a binding referendum question to the voters at the November 6, 2018 Gubernatorial General Election. The voters approved the binding referendum which permits the transfer tax to be amended and split up into three categories of transfer tax based on the sale price. The real estate transfer tax will be as follows:
1. For sale prices up to $1.5 million, the tax is: $5.00 for every $1,000 of value per transaction.
2. For sale prices from $1,500,000.01 to $5 million, the tax is: $7.00 for every $1,000 of value, per transaction.
3. For sale prices at $5,000,000.01 or more, the tax is $9.00 for every $1,000 of value.
Legislative History

June 18, 2018
The City Manager’s Office presented different revenue generating proposals for the 2019 Budget to the City Council. City Council directed staff to further provide additional information related to a progressive real estate transfer tax and a general increase to the real estate transfer tax.

July 9, 2018
City staff provided the City Council with updated information related to the progressive real estate transfer tax proposal. The City Council reviewed the information and posed additional questions the Finance Division and the Law Department for consideration at the July 23, 2018 City Council meeting.

July 23, 2018
City Council directed staff to move forward with the public hearing for a referendum to increase the real estate transfer tax in a progressive manner: $5.00 for every $1,000.00 of value, or fraction thereof, per transaction up to $1.5 million; $7.00 for every $1,000.00 of value, or fraction thereof, per transaction from $1,500,000.01 to $5 million; and $9.00 for every $1,000.00 of value, or fraction thereof, per transaction from $5,000,000.01 or more

August 13, 2018
City Council adopted Resolution 60-R-18 to place the question on the November 6, 2018 election ballot.

November 6, 2018
The Election results were as follows on the referendum question:
Ballots cast: 34,505
Yes: 17,022 (52.39%)
No: 15,466 (47.61%)

Attachments
Ordinance 148-O-18
AN ORDINANCE

Amending City Code Section 3-25-2, “Imposition of Tax,”
To Increase the Real Estate Transfer Tax for Sales with a Price over $1,500,000.01

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: Section 3-25-2 “Imposition of Tax” within Chapter 25 "Real
Estate Transfer Tax" of the Evanston City Code of 2012, as amended, is hereby further
amended to read as follows:

3-25-2. - IMPOSITION OF TAX.

A tax is imposed on the transfer of Title to real property located in the City as
evidenced by the recordation of a deed by any person or by the delivery of any deed
or assignment of interest of said real property whether investing the owner with the
beneficial interest in or legal Title to said property or merely the possession or use
thereof for any purpose or to secure future payment of money or the future transfer of
any such real property.

(A) The tax imposed shall be determined on the sale price as follows:

(A) For sale prices up to one million five hundred thousand dollars
($1,500,000.00), the tax imposed is five dollars ($5.00) for every one
thousand dollar ($1,000.00) value or fraction thereof as stated in the
declaration, per transaction.

(B) For sales prices from one million five hundred thousand dollars and one
cent ($1,500,000.01) to five million dollars ($5,000,000), the tax imposed
is seven dollars ($7.00) for every one thousand dollars ($1,000.00) of
value, or fraction thereof as stated in the declaration, per transaction.

(C) For sales prices from five million dollars and one cent ($5,000,000.01) or
more, the tax imposed is nine dollars ($9.00) for every one thousand
dollars ($1,000.00) of value, or fraction thereof, per transaction.

(DB) The term "deed" as used in this Section shall mean all documents
transferring or reflecting the transfer of legal Title, equitable Title, or
both legal and equitable Title to real property, or the beneficial interest
in a land trust. Delivery of any deed shall be deemed to have occurred
when the transferee or purchaser, or his/her representative or agent,
receives possession of the deed or in the case of a land trust when the
trustee receives possession of a valid assignment of a beneficial interest.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: If any provision of this ordinance or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

SECTION 4: This Ordinance 148-O-18 shall be in full force and effect on January 1, 2019, after its passage, approval, and publication in the manner provided by law.

SECTION 5: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

Introduced: ________________, 2018

Adopted: ________________, 2018

Approved: ____________________________, 2018

____________________________

Stephen H. Hagerty, Mayor

Attest:

Devon Reid, City Clerk

Approved as to form:

Michelle L. Masoncup, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of the City Council
   Administration & Public Works Committee

From: Johanna Leonard, Director of Community Development
   Gary Gerdes, Building and Inspection Services Manager
   Scott Mangum, Planning & Zoning Administrator
   Jim Hurley, Management Analyst

Subject: Ordinance 136-O-18, Expediting Planning & Zoning Review and Building Permits

Date: November 12, 2018

Recommended Action:
Staff recommends adoption of Ordinance 136-O-18, amending Ordinance 125-O-17 regarding the City of Evanston Permit Fee Schedule. The proposal will create an application and fee schedules for expediting permit and plan review services.

Livability Benefits
Innovation & Process: Support local government best practices and processes

Background:
In order to accommodate customers who have a shortened time frame in which to do a project, staff has developed a process for expedited plan review services for qualified building construction projects. Over the years, staff has observed that there are projects and permit/plan review customers that have condensed construction timelines and have sought to move through the City process more quickly than the regular development review process. Currently projects are reviewed in the order they are received through the permit desk and there is no framework to change this process. The proposed structure would extend the capacity of staff in two ways 1) it will allow for the addition of funds for staff support in the Planning & Zoning office (all construction plans must be reviewed for zoning compliance) and 2) provide additional funds to cover the costs associated with utilizing SAFEBuilt, the building plan reviewer services utilized to manage workload. The contemplated fee structure would fund City staff regular, overtime compensation and SAFEBuilt fees for increased service as well as bring in additional fees.
All projects of private property will be eligible for expedited review with the exception of planned developments, landmarks and properties within a local historic district, and projects exceeding the cost of $500,000. Building customer service staff will check expedited permit review applications and construction documents for completion. Applications will be reviewed by the appropriate staff for code review, which may include Zoning, Building, Engineering, Fire, and Health. Contract services will be provided where necessary to minimize impact on internal plan review operations. Once plans are in compliance then the project will be reviewed by the Design and Project Review Committee for recommendation to the City Council, as applicable.

Expedited review services will support building construction activities while generating fee revenue for the City. The proposed fee for premium expedited review services is based on a sliding scale. Exhibit A provides the proposed expedited fee schedule for building plan reviews and zoning plan reviews. Fees for plan reviews performed by other City staff will remain the same.

Table A provides projected permit and plan review fees using the proposed fees in Exhibit A for Permit Application, Building Permit Fee, and Zoning Plan Review. Project costs between $50,000 and $500,000 will generate an estimated $1,250 to over $3,000 per project for expedited review. If the City were to receive 60 applications for expedited review then the City estimates to generate between $75,000 to $127,725 in new fee revenue in 2019.

Table A: Projected Expedited Permit and Plan Review Fee Revenue

<table>
<thead>
<tr>
<th>Fee Items</th>
<th>$50,000</th>
<th>$100,000</th>
<th>$250,000</th>
<th>$500,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permit Application</td>
<td>$250</td>
<td>$250</td>
<td>$250</td>
<td>$250</td>
</tr>
<tr>
<td>Building Permit Fee</td>
<td>$1,359</td>
<td>$2,194</td>
<td>$3,922</td>
<td>$6,824</td>
</tr>
<tr>
<td>Zoning Plan Review Fee</td>
<td>$540</td>
<td>$900</td>
<td>$2,021</td>
<td>$4,043</td>
</tr>
<tr>
<td>TOTAL FEES</td>
<td>$2,149</td>
<td>$3,344</td>
<td>$6,193</td>
<td>$11,116</td>
</tr>
<tr>
<td>New Revenue</td>
<td>$1,247</td>
<td>$1,651</td>
<td>$2,129</td>
<td>$3,113</td>
</tr>
</tbody>
</table>

Expedited plan reviews will be managed by the Zoning Administrator. The Planning and Zoning Division will coordinate the completion of expedited plan reviews within five business days while performing regular plan reviews in a timely manner. In the summer months when workload is heavier, these plan reviews can take four to six weeks for staff review. Plan reviews often involve a multi-step process that includes consultation with applicants and then revisions to the final analysis or staff review. Zoning services include zoning analysis, plan reviews, and coordination of the approval process. This additional service will require additional staffing to cover overtime costs for staff as well as the proposed additional planner position (Planner I) to facilitate the review of plans for conformance with the Zoning Ordinance.
SAFEbuilt, Inc. will provide expedited residential and commercial building plan reviews for compliance with adopted building codes including plumbing, mechanical, and electrical. SAFEbuilt is committed to a five business day turnaround time guarantee for projects meeting requirements for expedited plan reviews. Fire, Health and Engineering plan reviews will be completed by staff on an as-needed basis.

Attachments:
- Ordinance 136-O-18 Expediting Planning & Zoning Review and Building Permits
- Exhibit A: Expedited Permit and Plan Review Schedule
AN ORDINANCE

Amending Ordinance 125-O-17 Regarding the City of Evanston
Permit Fee Schedule

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

SECTION 1: Ordinance 125-O-17, which established certain fees
relating to permits, licenses, and review or inspection procedures, is hereby
deleted in its entirety and the Permit Fee Schedule, attached hereto as Exhibit A
and incorporated herein by reference, hereby substituted in lieu thereof.

SECTION 2: All ordinances or parts of ordinances in conflict
herewith are hereby repealed.

SECTION 3: If any provision of this ordinance or application
thereof to any person or circumstance is held unconstitutional or otherwise
invalid, such invalidity shall not affect other provisions or applications of this
ordinance that can be given effect without the invalid application or provision,
and each invalid provision or invalid application of this ordinance is severable.

SECTION 4: This ordinance will be in full force and effect on
January 1, 2019.
Introduced: _______________, 2018
Adopted: _______________, 2018
Approved: ___________________, 2018

_______________________________
Stephen H. Hagerty, Mayor

Attest: _______________________
Devon Reid, City Clerk

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel
EXHIBIT A

PERMIT FEE SCHEDULE
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
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<td>2</td>
</tr>
<tr>
<td>II ZONING AND PLAN REVIEW FEES</td>
<td>4</td>
</tr>
<tr>
<td>III ELECTRICAL PERMITS</td>
<td>7</td>
</tr>
<tr>
<td>IV PLUMBING PERMITS</td>
<td>10</td>
</tr>
<tr>
<td>V  WATER &amp; SEWER PERMITS</td>
<td>10</td>
</tr>
<tr>
<td>VI GAS PIPING PERMITS</td>
<td>11</td>
</tr>
<tr>
<td>VII LAWN SPRINKLER PERMITS</td>
<td>11</td>
</tr>
<tr>
<td>VIII FIRE PLAN REVIEW FEES</td>
<td>11</td>
</tr>
<tr>
<td>IX MECHANICAL PERMIT FEES</td>
<td>12</td>
</tr>
<tr>
<td>X  LIFT FEES</td>
<td>12</td>
</tr>
<tr>
<td>XI BUILDING MOVING PERMITS</td>
<td>13</td>
</tr>
<tr>
<td>XII BUILDING DEMOLITION PERMITS</td>
<td>13</td>
</tr>
<tr>
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<td>13</td>
</tr>
<tr>
<td>XIV SIGNS, AWNINGS, AND CANOPIES</td>
<td>13</td>
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<td>14</td>
</tr>
<tr>
<td>XVI TENT PERMIT FEES</td>
<td>15</td>
</tr>
<tr>
<td>XVII ANNUAL PERMIT FEES</td>
<td>15</td>
</tr>
<tr>
<td>XVIII PENALTY FEES</td>
<td>15</td>
</tr>
<tr>
<td>XIX WAIVER OF BUILDING PERMIT FEES</td>
<td>15</td>
</tr>
</tbody>
</table>
I. BUILDING PERMIT FEES:

A. BASIS OF BUILDING PERMIT FEES: For the purpose of determining a basis for computing building permit fees, the established cost of construction shall be determined by the Director of Community Development as follows:

1. The Director of Community Development will accept an estimate furnished to him by the applicant for the permit at the time of the application.

2. In every instance where a building permit is issued with a construction valuation of one hundred thousand dollars ($100,000.00) or more, the property owner and general contractor shall provide to the City at the conclusion of construction a sworn contractor’s statement indicating the full and final construction cost of the project, less land cost. Upon presentation of said sworn statement, any permit fees due the City for costs over and above the cost-valuation submitted as construction valuation on the permit application form shall be immediately paid to the City. In cases of a construction cost less than the estimated valuation, the City shall refund the difference to the property owner or general contractor.

3. In cases of estimated construction valuation of less than one hundred thousand dollars ($100,000.00), the property owner and general contractor shall submit a sworn contractor’s statement upon the written request of the Director of Community Development.

4. In cases of dispute of valuation, the owner shall produce, upon request of the Director of Community Development, copies of all contracts, change orders, and final waivers of lien for the subject building which may be submitted, at the discretion of the Director, to an architectural firm for review and a written cost opinion. Fees for the said review are to be paid by the property owner. Upon completion of the review, the Director shall render a final ruling as to fees due or to be refunded.

5. No final Certificate of Occupancy shall be issued until said sworn statement is submitted, and permit fees adjusted accordingly, and such fees and all costs, e.g., those relating to valuation disputes, are paid.

6. The plan review fee will be assessed on refunded permits or withdrawn projects.

7. The following fee structure includes first and second plan reviews. If a third and any subsequent review is required prior to permit issuance, a fee of ten percent (10%) of the original fee shall apply to the final cost per additional review. A post permit plan review shall be assessed at one hundred percent (100%) of the original fee.

B. FEES FOR BUILDING PERMITS: The Fee to be charged for permits authorized by the City Code shall be paid to the City Collector and shall be paid as provided herein. No
permit or amendment thereto shall be issued without the fee being paid. Pursuant to Section 105.5 of the 2012 International Building Code as amended by City Code Section 4-2-2, a building permit shall, without further action by the City, automatically expire and be rendered null, void and of no further force or effect, if the permit holder does not begin work authorized by the permit within one-hundred and eighty (180) calendar days of permit issuance, unless an extension is granted in accordance with Subsection 2 of Section 105.5 of the 2012 International Building Code as amended by City Code Section 4-2-2. A fee of fifty percent (50%) of the original cost of permit shall be charged for reinstatement of permit; provided, however, that in no case shall a permit be issued or renewed for a fee less than fifty dollars ($50.00). Applicants who wish to have an expedited review process may submit an application for expedited review along with the expedited building permit fees as provided herein. All building activity of private property will be eligible for expedited review with the exception of planned developments, landmarks and properties within a local historic district, and building activity exceeding the cost of five-hundred thousand dollars ($500,000.00). An application fee of two-hundred and fifty dollars ($250.00) and expedited zoning and plan review fee as provided in Section II shall be charged for expedited permit review.

1. The fee for cost of work valuation of less than or equal to one million dollars ($1,000,000.00) shall be as follows:

Building Permit Fees (Title 4, Chapter 2):

<table>
<thead>
<tr>
<th>Estimated Construction Cost</th>
<th>Regular Permit Fees</th>
<th>Expedited Permit Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 100</td>
<td>$ 28.00</td>
<td>$ 84.00</td>
</tr>
<tr>
<td>101 – 1,000</td>
<td>$ 48.00</td>
<td>$ 142.00</td>
</tr>
<tr>
<td>1,001 – 2,000</td>
<td>$ 64.00</td>
<td>$ 186.00</td>
</tr>
<tr>
<td>2,001 – 4,000</td>
<td>$ 88.00</td>
<td>$ 251.00</td>
</tr>
<tr>
<td>4,001 – 6,000</td>
<td>$ 124.00</td>
<td>$ 347.00</td>
</tr>
<tr>
<td>6,001 – 8,000</td>
<td>$ 160.00</td>
<td>$ 440.00</td>
</tr>
<tr>
<td>8,001 – 10,000</td>
<td>$ 196.00</td>
<td>$ 529.00</td>
</tr>
<tr>
<td>10,001 – 12,000</td>
<td>$ 230.00</td>
<td>$ 610.00</td>
</tr>
<tr>
<td>12,001 – 16,000</td>
<td>$ 293.00</td>
<td>$ 762.00</td>
</tr>
<tr>
<td>16,001 – 20,000</td>
<td>$ 357.00</td>
<td>$ 910.00</td>
</tr>
<tr>
<td>20,001 – 50,000</td>
<td>$ 357.00 plus $13.50 for each additional $1,000 (or part of)</td>
<td>$ 714.00 plus $21.50 for each additional $1,000 (or part of)</td>
</tr>
<tr>
<td>50,001 – 150,000</td>
<td>$ 357.00 plus $13.50 for each additional $1,000 (or part of)</td>
<td>$ 714.00 plus $18.50 for each additional $1,000 (or part of)</td>
</tr>
<tr>
<td>150,001 – 300,000</td>
<td>$ 357.00 plus $13.50 for each additional $1,000 (or part of)</td>
<td>$ 714.00 plus $15.50 for each additional $1,000 (or part of)</td>
</tr>
<tr>
<td>300,001 – 500,000</td>
<td>$ 357.00 plus $13.50 for each additional $1,000 (or part of)</td>
<td>$ 714.00 plus $13.50 for each additional $1,000 (or part of)</td>
</tr>
<tr>
<td>500,001 –</td>
<td>$ 357.00 plus $13.50 for each</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

PERMIT FEE SCHEDULE
The fee shall be three hundred fifty-seven dollars ($357.00) plus thirteen dollars and fifty cents ($13.50) for each additional one thousand dollars ($1,000.00), or part of one thousand dollars ($1,000.00), of cost of work valuation over twenty thousand dollars ($20,000.00) until one million dollars ($1,000,000.00).

2. The fee for cost of work valuation greater than one million dollars ($1,000,000.00) shall be seventeen dollars and fifty cents ($17.50) for each one thousand dollars ($1,000.00), or part of one thousand dollars ($1,000.00), of cost of work over one dollar ($1.00).

C. FENCE FEES: The fee for a permit to erect or install a fence shall be computed at the rate of twenty dollars ($20.00) for the first one hundred lineal feet (100’) or fraction thereof plus six dollars ($6.00) for each additional one hundred feet (100’) or fraction thereof.

II. ZONING AND PLAN REVIEW FEES

A. Plan review fee shall be based upon building floor area, computed in square feet from the exterior dimensions of length and width of each floor, including all basements, cellars, garages, and storage areas. A minimum non-refundable fee of twenty-five dollars ($25.00) shall be charged at the time of submission for all residential projects. A minimum non-refundable fee of one-hundred dollars ($100.00) shall be charged at the time of submission for all commercial projects. These fees shall be credited towards the final cost of plan reviews. Applicants who wish to have an expedited review process may submit an application for expedited review along with the expedited plan reviews fees as provided herein. An application fee and building permit fee as provided in Section I shall be charged for expedited plan review.

B. PLAN REVIEW FEES:

<table>
<thead>
<tr>
<th>Work Value</th>
<th>Plan Review Fee</th>
<th>Expedited Plan Review Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 0 - $ 9,999</td>
<td>$ 25.00</td>
<td>$ 150.00</td>
</tr>
<tr>
<td>$ 10,000 - $ 49,999</td>
<td>$ 50.00</td>
<td>$ 300.00</td>
</tr>
<tr>
<td>$ 50,000 - $ 99,999</td>
<td>$ 90.00</td>
<td>$ 540.00</td>
</tr>
<tr>
<td>$ 100,000 - $ 149,999</td>
<td>$ 150.00</td>
<td>$ 900.00</td>
</tr>
<tr>
<td>$ 150,000 - $ 199,999</td>
<td>$ 200.00</td>
<td>$ 1200.00</td>
</tr>
<tr>
<td>$ 200,000 - $ 499,999</td>
<td>$ 0.002310 *</td>
<td>$ 0.008085 *</td>
</tr>
<tr>
<td>$ 500,000 - $ 999,999</td>
<td>$ 0.002156 *</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>$ 1,000,000 - $ 1,499,999</td>
<td>$ 0.001848 *</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>$ 1,500,000 - $ 1,999,999</td>
<td>$ 0.001386 *</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

~4~

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### PERMIT FEE SCHEDULE

<table>
<thead>
<tr>
<th>Work Value</th>
<th>Plan Review Fee</th>
<th>Expedited Plan Review Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 2,000,000 - $ 2,999,999</td>
<td>$ 0.001232 *</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>$ 3,000,000 - $ 3,999,999</td>
<td>$ 0.001078 *</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>$ 4,000,000 - $ 4,999,999</td>
<td>$ 0.000924 *</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>$ 5,000,000 - $ 9,999,999</td>
<td>$ 0.000770 *</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>$10,000,000 - and above</td>
<td>$ 0.000616 *</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

* Where a fee multiplier is given, the Plan Review Fee is computed as the product of the appropriate fee multiplier and the work value.

#### C. ZONING ANALYSIS FEE:

For zoning analyses of proposed construction of 0-10,000 square feet, the fee shall be one-hundred ten dollars ($110.00). For proposed construction of more than 10,000 square feet, the fee shall be one hundred sixty-five dollars ($165.00). Said fee(s) shall not apply to City proposals. The fee for a zoning analysis on a revised proposal shall be the same as the fee for the initial proposal. The fee for zoning analyses done pursuant to an application for a building permit for which a permit is subsequently issued may be deducted from the building permit fee.

#### D. CONSULTANT PLAN EXAMINATION:

Fees hereby established shall not be applied to plan reviews to be conducted by agencies other than the Department of Community Development when such review is recommended by the Director. The applicant will pay to the City of Evanston such fees, as set by that agency and approved by the City Council.

#### E. MINIMUM INSPECTION/ REINSPECTION FEES:

The minimum charge for any required trade (structural, mechanical, electrical or plumbing inspection) shall be forty-five dollars ($45.00). There shall be a minimum reinspection fee of forty-five dollars ($45.00) for each subsequent inspection. A minimum fee for missed inspection for any required trade or failure to cancel a scheduled inspection within twenty-four hours (24) of the inspection shall be forty-five dollars ($45.00) for each inspector.

#### F. CERTIFICATE OF OCCUPANCY:

The fee for a final Certificate of Occupancy for residential buildings shall be twenty dollars ($20.00) for each residential dwelling unit. The fee to be charged for all other uses shall be fifty dollars ($50.00). The fee to be charged for a Certificate of Occupancy for part of a residential building (Temporary Certificate of Occupancy) shall be twenty dollars ($20.00) in addition to the fee for the final Certificate of Occupancy. A Temporary Certificate of Occupancy for a portion of any commercial and/or institutional industrial building shall be one hundred twenty-five dollars ($125.00) for thirty (30) days.
G. ZONING BOARD OF APPEALS FEES:

Any application for a special use, a variation, or a unique use, shall be accompanied by a fee according to the following schedule:

<table>
<thead>
<tr>
<th>Special and Unique Use Application Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planned Development or Planned Development Amendment</td>
</tr>
<tr>
<td>Planned Development Major Adjustment</td>
</tr>
<tr>
<td>Planned Development Minor Adjustment or Amendment for Extension</td>
</tr>
<tr>
<td>Zoning Analysis</td>
</tr>
<tr>
<td>Hospital Uses</td>
</tr>
<tr>
<td>Drive-in Uses</td>
</tr>
<tr>
<td>Special or Unique Uses</td>
</tr>
<tr>
<td>Substitution for an existing special use</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Variation Application Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>All major and family necessity variations for single family and two family dwellings</td>
</tr>
<tr>
<td>All major and family necessity variations for uses other than single family and two family dwellings</td>
</tr>
<tr>
<td>All minor and fence variations</td>
</tr>
<tr>
<td>All major variations sought after commencement of construction</td>
</tr>
</tbody>
</table>

The specified fee shall be applicable to each special use or variation included in an application except that any application for variations for an owner occupied residence within the R1, R2, or R3 Districts shall require only the applicable fee for a single variation and any applicable fee for a special use.

H. ZONING AMENDMENT FEES:
Any petition for amendment to the text or map of the Zoning Ordinance shall be accompanied by a fee of one thousand one hundred dollars ($1,100.00).

I. FEES FOR REQUEST FOR CERTIFICATES OF ZONING COMPLIANCE:

Any application for a Certificate of Zoning Compliance pursuant to Section 6-3-2 of the Zoning Ordinance shall be accompanied by the following fees.

| Major Home Occupation Permits | $110.00 |
| Administrative Interpretations, Temporary Uses and all other requests for Certificates of Zoning Compliance for proposed projects or existing buildings of 0-10,000 square feet. | $110.00 |
| Administrative Interpretations, Temporary Uses and all other requests for Certificates of Zoning Compliance for proposed projects or existing buildings of more than 10,000 square feet. | $165.00 |

Notwithstanding the previous schedule, in instances where the application for a Certificate of Zoning Compliance is accompanied by a request for a zoning analysis the fee provisions of II C, “Zoning Analysis Fee” shall supersede the fee provisions of this item II J.

J. PLAT APPROVAL FEES:

Fees for City Council approval of plats of subdivision or consolidation shall be three hundred thirty dollars ($330.00) per plat.

K. ZONING FEE WAIVER:

Notwithstanding the fee schedule set forth in II.G and II.H supra, the City Council shall have the authority to waive in whole or in part any fee or deposit for any hearing before the Zoning Administrator, Plan Commission or Zoning Board of Appeals, for referrals by any governmental agency, or for any other party when such fee would present hardship. An applicant for such a hardship waiver must present his request in writing to the Committee of the Whole outlining the degree of such hardship. Consideration may be given, among other reasons, to the extent to which the hardship was created by Council action, and the financial state of the applicant.

L. APPEALS:

Any appeal of an order or final decision made by the Zoning Administrator shall be accompanied by a fee of two hundred seventy-five dollars ($275.00).

III. ELECTRICAL PERMIT FEES:
A. BASIS FOR FEES:

Electrical fees shall be computed according to circuits and amperes. The term “circuit” as used in the current National Electrical Code, shall mean any set of branch wiring conductors which have been extended from a distribution center, and which may be utilized for the transmission of electrical energy. A minimum inspection fee in accordance with Section II-E hereof shall also be added.

1. In all use groups as defined in the current Adopted Electrical Code of the City of Evanston, the inspection fee for each nominal 15-ampere or 20-ampere two-wire branch circuit, including fixtures, sockets or receptacles shall be:

B. ELECTRICAL PERMIT FEES: (Title 4, Chapter 7)

<table>
<thead>
<tr>
<th>Circuits</th>
<th>15 Amperes</th>
<th>20 Amperes</th>
<th>30 Amperes</th>
<th>40 Amperes</th>
<th>50 Amperes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$ 12.00</td>
<td>$ 15.00</td>
<td>$ 24.00</td>
<td>$ 30.00</td>
<td>$ 36.00</td>
</tr>
<tr>
<td>2</td>
<td>$ 22.00</td>
<td>$ 29.00</td>
<td>$ 44.00</td>
<td>$ 58.00</td>
<td>$ 66.00</td>
</tr>
<tr>
<td>3</td>
<td>$ 30.00</td>
<td>$ 41.00</td>
<td>$ 60.00</td>
<td>$ 82.00</td>
<td>$ 90.00</td>
</tr>
<tr>
<td>4</td>
<td>$ 40.00</td>
<td>$ 53.00</td>
<td>$ 80.00</td>
<td>$106.00</td>
<td>$120.00</td>
</tr>
<tr>
<td>5</td>
<td>$ 48.00</td>
<td>$ 65.00</td>
<td>$ 96.00</td>
<td>$130.00</td>
<td>$144.00</td>
</tr>
<tr>
<td>6</td>
<td>$ 56.00</td>
<td>$ 75.00</td>
<td>$112.00</td>
<td>$150.00</td>
<td>$168.00</td>
</tr>
<tr>
<td>7</td>
<td>$ 64.00</td>
<td>$ 84.00</td>
<td>$128.00</td>
<td>$168.00</td>
<td>$192.00</td>
</tr>
<tr>
<td>8</td>
<td>$ 69.00</td>
<td>$ 94.00</td>
<td>$138.00</td>
<td>$188.00</td>
<td>$207.00</td>
</tr>
<tr>
<td>9</td>
<td>$ 78.00</td>
<td>$101.00</td>
<td>$156.00</td>
<td>$202.00</td>
<td>$234.00</td>
</tr>
<tr>
<td>10</td>
<td>$ 84.00</td>
<td>$110.00</td>
<td>$168.00</td>
<td>$220.00</td>
<td>$252.00</td>
</tr>
<tr>
<td>11</td>
<td>$ 89.00</td>
<td>$118.00</td>
<td>$178.00</td>
<td>$236.00</td>
<td>$267.00</td>
</tr>
<tr>
<td>12</td>
<td>$ 95.00</td>
<td>$124.00</td>
<td>$190.00</td>
<td>$248.00</td>
<td>$285.00</td>
</tr>
<tr>
<td>13</td>
<td>$ 98.00</td>
<td>$132.00</td>
<td>$196.00</td>
<td>$264.00</td>
<td>$294.00</td>
</tr>
<tr>
<td>14</td>
<td>$103.00</td>
<td>$140.00</td>
<td>$206.00</td>
<td>$280.00</td>
<td>$309.00</td>
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<tr>
<td>15</td>
<td>$110.00</td>
<td>$146.00</td>
<td>$220.00</td>
<td>$292.00</td>
<td>$330.00</td>
</tr>
<tr>
<td>16</td>
<td>$115.00</td>
<td>$152.00</td>
<td>$222.00</td>
<td>$304.00</td>
<td>$333.00</td>
</tr>
<tr>
<td>17</td>
<td>$118.00</td>
<td>$157.00</td>
<td>$236.00</td>
<td>$314.00</td>
<td>$354.00</td>
</tr>
<tr>
<td>18</td>
<td>$123.00</td>
<td>$165.00</td>
<td>$246.00</td>
<td>$330.00</td>
<td>$369.00</td>
</tr>
<tr>
<td>19</td>
<td>$125.00</td>
<td>$171.00</td>
<td>$250.00</td>
<td>$342.00</td>
<td>$375.00</td>
</tr>
<tr>
<td>20</td>
<td>$128.00</td>
<td>$176.00</td>
<td>$256.00</td>
<td>$352.00</td>
<td>$384.00</td>
</tr>
<tr>
<td>21</td>
<td>$130.00</td>
<td>$182.00</td>
<td>$260.00</td>
<td>$364.00</td>
<td>$390.00</td>
</tr>
<tr>
<td>22</td>
<td>$133.00</td>
<td>$189.00</td>
<td>$266.00</td>
<td>$378.00</td>
<td>$399.00</td>
</tr>
<tr>
<td>23</td>
<td>$134.00</td>
<td>$198.00</td>
<td>$268.00</td>
<td>$396.00</td>
<td>$402.00</td>
</tr>
<tr>
<td>24</td>
<td>$138.00</td>
<td>$204.00</td>
<td>$276.00</td>
<td>$408.00</td>
<td>$414.00</td>
</tr>
<tr>
<td>25</td>
<td>$143.00</td>
<td>$210.00</td>
<td>$286.00</td>
<td>$420.00</td>
<td>$429.00</td>
</tr>
</tbody>
</table>

Additional 15 or 20 amperes: 26-50 $ 9.00 each additional circuit
### PERMIT FEE SCHEDULE

<table>
<thead>
<tr>
<th>Additional Circuits</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>51-75</td>
<td>$8.00 each additional circuit</td>
</tr>
<tr>
<td>76-100</td>
<td>$6.00 each additional circuit</td>
</tr>
<tr>
<td>over 100</td>
<td>$4.00 each additional circuit</td>
</tr>
</tbody>
</table>

**Additional 30 or 40 amperes:**

<table>
<thead>
<tr>
<th>Additional Circuits</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>26-50</td>
<td>$18.00 each additional circuit</td>
</tr>
<tr>
<td>51-75</td>
<td>$16.00 each additional circuit</td>
</tr>
<tr>
<td>76-100</td>
<td>$12.00 each additional circuit</td>
</tr>
<tr>
<td>over 100</td>
<td>$8.00 each additional circuit</td>
</tr>
</tbody>
</table>

**Additional 50 amperes:**

<table>
<thead>
<tr>
<th>Additional Circuits</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>26-50</td>
<td>$27.00 each additional circuit</td>
</tr>
<tr>
<td>51-75</td>
<td>$24.00 each additional circuit</td>
</tr>
<tr>
<td>76-100</td>
<td>$18.00 each additional circuit</td>
</tr>
<tr>
<td>over 100</td>
<td>$12.00 each additional circuit</td>
</tr>
</tbody>
</table>

**C. The Inspection fee for the inspection of each electric motor or current-consuming device shall be as follows:**

- One HP or larger: $19.00
- Each additional motor: $8.00
- Heating device: $19.00
- Each additional heating device: $8.00 + .55 per KW

**D. The fees for the inspection of electrical interior communication systems and burglar and shall be as follows:**

- Low voltage burglar, communication systems: $30.00

*The plan review fees for low voltage fire alarms are conducted by agencies other than the Department of Community Development. The applicant will pay fees as set by that agency. The plan review fees are in addition to the permit fees set forth in this ordinance.*

**E. Permit fees for new services shall be as follows:**

<table>
<thead>
<tr>
<th>Service Level</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>60-ampere service</td>
<td>$21.00</td>
</tr>
<tr>
<td>each additional</td>
<td>$12.00</td>
</tr>
<tr>
<td>100-ampere service</td>
<td>$30.00</td>
</tr>
<tr>
<td>each additional</td>
<td>$12.00</td>
</tr>
<tr>
<td>200-ampere service</td>
<td>$38.00</td>
</tr>
<tr>
<td>each additional</td>
<td>$12.00</td>
</tr>
<tr>
<td>400-ampere service</td>
<td>$45.00</td>
</tr>
<tr>
<td>each additional</td>
<td>$12.00</td>
</tr>
<tr>
<td>600-ampere service</td>
<td>$80.00</td>
</tr>
</tbody>
</table>
### PERMIT FEE SCHEDULE

<table>
<thead>
<tr>
<th>Ampere Service</th>
<th>Fee per Meter</th>
<th>Fee per 100 Amperes</th>
</tr>
</thead>
<tbody>
<tr>
<td>800-ampere</td>
<td>$120.00</td>
<td></td>
</tr>
<tr>
<td>1000-ampere</td>
<td>$150.00</td>
<td></td>
</tr>
<tr>
<td>1200-ampere</td>
<td>$200.00</td>
<td></td>
</tr>
<tr>
<td>1400-ampere</td>
<td>$240.00</td>
<td></td>
</tr>
<tr>
<td>1600-ampere</td>
<td>$260.00</td>
<td></td>
</tr>
<tr>
<td>1800-ampere</td>
<td>$300.00</td>
<td></td>
</tr>
</tbody>
</table>

For service ampere rating other than those listed, fee will be for each additional 100 amperes or fraction $20.00.

1. **Feeders:** Feeders installed or increased in amperage on a separate installation shall be the same as service fees above.

2. **New wires:** Changing, moving, or altering any wiring apparatus, machinery or device in any way where new wires of a different size or, of a greater or lesser length, are installed, shall be classed as new work and a fee covering such work shall be required in accordance with the foregoing fee schedules.

### IV. PLUMBING PERMIT FEES:

The fees for permits for the installation, alteration or extension of a plumbing system shall be:

1. Replacement of fixtures * $10.00 each
2. New installation of fixtures * $15.00 each
3. Water service or any alterations - each unit or floor $25.00
4. Hot water heaters, new or replacement $25.00 each

* Definition of Fixture: Any device having either a water supply or drain connected to the plumbing system.

A minimum inspection fee in accordance with Section II-E hereof shall also be added.
V. WATER & SEWER - PERMITS:

The fee to be charged for sewer installation and repairs shall be as follows:

- Sewer repair $ 45.00
- Water Service repair $ 45.00
- Swimming pools $ 40.00
- Sewer tap per 1.0 inch $ 7.00
- Sewer Installation - first 50 $ 45.00
- Each additional 50 feet (or fraction thereof) $ 15.00
- Basins - per basin $ 45.00

VI. GAS PIPING - PERMITS:

The fee for permits for installation of gas piping shall be twenty-five dollars ($25.00) for the first (25) lineal feet, plus ten dollars ($10.00) for (25) lineal feet or fraction thereof.

VII. LAWN SPRINKLERS - PERMITS:

The permit fee for lawn sprinkling systems shall be thirty dollars ($30.00) plus one dollar ($1.00) per head.

VIII. FIRE PLAN REVIEW FEES:

The following fee structure shall include the first plan review, a re-review, permit and system acceptance testing. If a third review and subsequent review is required, a fee of fifty percent (50%) of the original fee shall be applied to the final cost.

The permit fees for fire related systems are as follows:

**Sprinkler System Permit and Plan Review Fee**

<table>
<thead>
<tr>
<th>Sprinkler Heads</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 to 5 heads</td>
<td>$100.00</td>
</tr>
<tr>
<td>6 to 20 heads</td>
<td>$200.00</td>
</tr>
<tr>
<td>21 to 100 heads</td>
<td>$350.00</td>
</tr>
<tr>
<td>101 to 200 heads</td>
<td>$500.00</td>
</tr>
<tr>
<td>201 to 300 heads</td>
<td>$600.00</td>
</tr>
<tr>
<td>Over 300 heads</td>
<td>$700.00 + $1 per sprinkler head over 300</td>
</tr>
</tbody>
</table>

**Fire Pump Review and Permit Fees (If not part of system)**

<table>
<thead>
<tr>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flat Fee of $200.00</td>
</tr>
</tbody>
</table>

**Standpipe Fees (If not part of system)**
## PERMIT FEE SCHEDULE

**Flat Fee of $200.00**

### Gas Suppression Systems

<table>
<thead>
<tr>
<th>Weight Range</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 to 50 pounds</td>
<td>$225.00</td>
</tr>
<tr>
<td>51 to 100 pounds</td>
<td>$350.00</td>
</tr>
<tr>
<td>101 to 200 pounds</td>
<td>$450.00</td>
</tr>
<tr>
<td>Over 200 pounds</td>
<td>$600 plus $.50 cents per pounds over 200</td>
</tr>
</tbody>
</table>

### Fire Alarm System Permit Fee and Plan Review Fee

<table>
<thead>
<tr>
<th>Number of Devices</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 to 10 devices</td>
<td>$200.00</td>
</tr>
<tr>
<td>11 to 25 devices</td>
<td>$300.00</td>
</tr>
<tr>
<td>26 to 50 devices</td>
<td>$425.00</td>
</tr>
<tr>
<td>51 to 75 devices</td>
<td>$550.00</td>
</tr>
<tr>
<td>Over 75 devices</td>
<td>$700.00 plus $5 per device</td>
</tr>
</tbody>
</table>

### Wet Chemical Kitchen Hood Suppression System

| Per hood | $225.00 |

## IX. MECHANICAL PERMIT FEES:

A. Fee based on mechanical contract price:

<table>
<thead>
<tr>
<th>Value of Contract</th>
<th>More Than</th>
<th>Less Than</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>0.00</td>
<td>500.00</td>
<td>20.00</td>
</tr>
<tr>
<td>$</td>
<td>501.00</td>
<td>1,000.00</td>
<td>30.00</td>
</tr>
<tr>
<td>$</td>
<td>1,001.00</td>
<td>3,000.00</td>
<td>45.00</td>
</tr>
<tr>
<td>$</td>
<td>3,001.00</td>
<td>5,000.00</td>
<td>60.00</td>
</tr>
<tr>
<td>$</td>
<td>5,001.00</td>
<td>10,000.00</td>
<td>112.00</td>
</tr>
<tr>
<td>$</td>
<td>10,001.00</td>
<td>25,000.00</td>
<td>256.00</td>
</tr>
<tr>
<td>$</td>
<td>25,001.00</td>
<td>50,000.00</td>
<td>500.00</td>
</tr>
<tr>
<td>Above $50,000.00</td>
<td>add $ 10.00 per $ 1,000.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

B. New or Replacement Furnace or A/C Unit: $40.00

C. New or Replacement Boiler: $40.00

D. New or Replacement Process Equipment: $40.00

## X. LIFT FEES:

A. ELEVATORS (NEW AND EXISTING):
1. Five stories and under: $70.00 each elevator per year (two semi-annual inspections).

2. Over five stories: $120.00 each elevator per year (two semi-annual inspections).

B. ESCALATORS: $70.00 each escalator per year (two semi-annual inspections).

C. HELICOPTER USAGE FOR CONSTRUCTION: Five hundred dollar ($500.00) fee plus any costs incurred by the City for public safety.

XI. BUILDING MOVING PERMIT:

The fees will be assessed at the cost of city services.

XII. BUILDING DEMOLITION PERMITS:

The fee for demolition permits shall be computed on the cubic volume of the building or structure to be demolished as follows:

Fifty dollar ($50.00) basic fee plus fifty dollars ($50.00) for each one thousand (1,000) cubic feet of volume for commercial and residential structures and fifty dollar ($50.00) basic fee plus ten dollars ($10.00) for each additional cubic foot of volume for accessory structures. The cubic volume shall include the basement and/or cellar.

BONDS (Demolition Permit): No demolition contractor shall perform work within the City unless, prior thereto he shall have filed in the Office of the City Clerk liability and surety of performance bonds in the sum of $150,000 to $300,000 in a form approved by the Corporation Counsel, upon sureties approved by the City Clerk. Any permits will be conditioned upon the applicant's prior indemnification of the City from all claims arising out of work performed in the City by virtue of any permit issued to the demolition contractor, or by the Department of Community Development, and conditioned upon the restoration of any portion of public right-of-ways or excavations made by the permittee or at its direction to a safe and presentable condition. Such restorations shall be maintained in good order for a reasonable period thereafter.

XIII. DRIVEWAY PERMITS:

The fee for driveway permits shall be twenty-five dollars ($25.00) for residential buildings and fifty dollars ($50.00) for all other driveways. "Residential buildings" are defined in the Zoning Ordinance.

XIV. SIGNS, AWNINGS, AND CANOPIES:
A. SIGN PERMIT FEES:

1. Non-illuminated Signs (unless temporary): $21.00
2. Illuminated Signs & Scoreboards: $25.00 plus $0.20 per sq. ft. of gross surface area of each face thereof.
3. Temporary Signs: $20.00
4. Marquees, Fixed Canopies and Fixed Awnings: $26.00 plus $0.26 per sq. ft. of plan area.
5. Retractable Canopies, Fixed Awnings, and Retractable Awnings: $26.00 plus $0.26 per sq. ft. of plan area.

B. ANNUAL SIGN INSPECTION FEE:

Signs, Awnings with signage, and Canopies: Any sign, awning with signage, or canopy with signage, having a total surface area less than or equal to twenty-six square feet is subject an eleven dollar ($11.00) annual fee. The annual fee for any sign, awning with signage, or canopy with signage, having a total surface area more than twenty-six square feet is seventeen dollars ($17.00).

Illuminated Signs, Awnings and Canopies: Any illuminated sign, awning or canopy is subject to an annual surcharge of three dollars ($3.00) is addition to any fee based upon surface area.

C. APPEALS FOR VARIATION FROM SIGN ORDINANCE: $175.00

D. SIGN PENALTY FEES:

If the annual sign fees are not paid within (60) days of date of renewal, the City of Evanston reserves the right to double the annual fees. If the annual fee is not paid within (120) days of the date renewal, the annual fee will be tripled.

XV. MISCELLANEOUS PERMITS AND LICENSES:

A. STATIONARY ENGINEERS AND WATER TENDERS LICENSE: The fee to be charged for the original license and for the annual renewal license shall be as follows:

Stationary Engineer $ 50.00 annually

B. CONTRACTORS REGISTRATION/LICENSE FEES:

The fee to be charged for the original license and for the annual renewal license shall be as follows:

Building Contractors $ 100.00
PERMIT FEE SCHEDULE

Building General Contractors $ 125.00

C. TANK PERMITS:

The fee for installation of tanks to be used for the storage or handling of flammable liquids and chemicals shall be eleven dollars ($11.00) for each one thousand (1,000) gallons of capacity. The minimum fee for a tank removal is twenty-two dollars ($22.00).

XVI. TENT PERMIT FEES: $30.00

XVII. ANNUAL PERMIT FEES:

A. The fees to be charged for annual permits issued for a twelve (12) month period for minor repairs and additions to existing installations shall be as follows:

- Electrical $400.00
- Plumbing $400.00
- Carpentry $400.00

XVIII. PENALTY FEES:

If work is commenced without a permit having been obtained, the permit fee shall be increased by seventy-five percent (75%) or two hundred fifty dollars ($250.00), whichever is greater.

XIX. WAIVER OF BUILDING PERMIT FEES:

Notwithstanding the fees set forth in Sections I, III, IV, V, VI, VII, IX, and X hereof, the City Council shall have the authority to waive in whole or in part any fees or deposit for any building permit for any governmental agency, or for any other party when such fee would present a substantial hardship. An applicant for such a hardship waiver must present his request in writing to the Planning & Development Committee outlining the degree of such hardship. Consideration may be given, among other reasons, to the extent to which the hardship was created by the Council action, and the financial state of the applicant.
Memorandum

To: Honorable Mayor and Members of City Council
   Administration and Public Works Committee

From: Johanna Leonard, Community Development Director
      Gary Gerdes, Building & Inspection Services Division Manager
      Scott Mangum, Planning & Zoning Administrator
      Jim Hurley, Management Analyst

Subject: Ordinance 135-O-18, Amending Section 3-2-4 “Hotel-Motel and Vacation Rental Tax” to Add Bed and Breakfast Establishments

Date: November 12, 2018

Recommended Action:
Staff recommends adoption of Ordinance, 135-O-18, amending Section 3-2-4 “Hotel-Motel and Vacation Rental Tax” to add Bed and Breakfast Establishments.

Livability Benefits:
Innovation & Process: Support local government best practices and processes

Background:
The City adopted Ordinance 160-O-17 to establish the Hotel-Motel and Vacation Rental Tax. The tax is imposed for the use of short-term renting, leasing or letting of rooms in the City. The amendment will subject bed and breakfast establishments to the same tax as motels, hotels and vacation rental properties. Title 8, Chapter 19 of the City Code defines “Bed and Breakfast” as an, “An owner-occupied, single-family or two-family dwelling providing accommodations for a charge to the public with no more than five (5) guest rooms for rent, in operation more than ten (10) nights in a twelve (12) month period. Only the breakfast meal may be provided to registered guests. The service of food to the public for a charge is otherwise prohibited. Bed and breakfast establishments shall not include motels, hotels, boarding houses, or food service establishments.” The business operator is the responsible party that will collect the tax required by the ordinance from users.

Attachments:
Ordinance 135-O-18
AN ORDINANCE

Amending Section 3-2-4 “Hotel-Motel and Vacation Rental Tax” to Add Bed and Breakfast Establishments and Amend the Definition of “Hotel” and “Motel” to Reduce the Number of Rooms to Qualify an Establishment

WHEREAS, the City of Evanston (“City”), as a home rule unit of local government as provided by Article VII, Section 6 of the Illinois Constitution of 1970 has the authority to exercise any power and perform any function pertaining to its government and affairs except as limited by Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, pursuant to its home rule powers and Section 8-11-6a of the Illinois Municipal Code, 65 ILCS 5/8-11-6a, the City may enact a tax based on the use of a hotel or motel room or similar facility; and

WHEREAS, pursuant to said authority and the City’s home rule powers, the City has determined to amend Section 3-2-4 “Hotel-Motel and Vacation Rental Tax” of the City of Evanston Code of 2012, as set forth in this Ordinance,

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

SECTION 1: Section 3-2-4 “Hotel-Motel and Vacation Rental Tax” of the Evanston City Code of 2012, as amended, is hereby further amended to fully replace the Section with the text provided below:

3-2-4. - HOTEL-MOTEL, BED AND BREAKFAST ESTABLISHMENTS, AND VACATION RENTAL TAX.
3-2-4-1. - DEFINITIONS.

(A) "Hotel" and "motel" shall mean and refer to every building or structure kept, used, maintained, advertised and held out to the public to be a place where lodging or lodging and food, or apartments, or suites, or other accommodations are offered for a consideration to guests, which does not include vacation rental units separately defined below, in which four ten (410) or more rooms, apartments or suites, or other accommodations are used for the lodging or lodging and food for such guests. A building or structure, such as a convention center, or executive conference facility, not open to the public but otherwise meeting the criteria set forth in the previous sentence, shall be subject to the hotel-motel tax.

(B) "Operator" shall mean and refer to persons engaged in the business of selling or reselling the right to occupy hotel, motel and/or vacation rental unit accommodations, whether online, in person or otherwise to the public. For bed and breakfast establishments, the term "operator" shall mean the owner of the bed and breakfast establishment, or the owner's agent, who is required to reside in the bed and breakfast establishment, or on contiguous property.

(C) "Person" means any natural person, receiver, administrator, executor, conservator, assignee, trust in perpetuity, trust, estate, firm, co-partnership, joint venture, club, company, business trust, domestic or foreign corporation, association, syndicate, society, or any group of individuals acting as a unit, whether mutual, cooperative, fraternal, nonprofit, or otherwise. Whenever the term "person" is used in any clause prescribing and imposing a penalty, the term as applied to associations shall mean the owners or part-owners thereof, and as applied to corporations shall mean the officers thereof.

(D) "Vacation Rental Unit" means a dwelling unit or a habitable unit that is offered for rent, lease or hire that is rented, leased or hired for which an owner or operator receives consideration from a person and that person has the right to use, occupy or possess the dwelling unit or habitable unit for said period.

(E) "Bed and Breakfast Establishment" means an owner-occupied, single-family or two-family dwelling providing accommodations for a charge to the public with no more than five (5) guest rooms for rent, in operation more than ten (10) nights in a twelve (12) month period. Only the breakfast meal may be provided to registered guests. The service of food to the public for a charge is otherwise prohibited. Bed and breakfast establishments shall not include motels, hotels, boarding houses, or food service establishments.

3-2-4-2. - TAX IMPOSED.

A tax is hereby levied and imposed upon the use and privilege of renting, leasing, or letting of rooms in a motel, hotel, bed and breakfast establishment, or vacation rental in the City at a rate of seven and one-half percent (7.5%) of the gross rental receipts from such rental, leasing or letting. The ultimate incidence of, and liability for, payment of said tax shall be borne by the user, lessee or tenant of said rooms or vacation rental unit. The tax herein levied shall be in addition to any and all other taxes. It shall be the duty of every owner, manager, and/or operator of hotel, motel,
bed and breakfast establishment, or vacation rental unit accommodations to secure said tax from the user, lessee or tenant of the hotel, motel, bed and breakfast establishment, or vacation rental unit accommodations and issue payment to the City.

3-2-4-3. - PAYMENT AND COLLECTION.

The owner and operator of each hotel, motel, bed and breakfast establishment, or vacation rental unit and the person to whom the license to operate said business hotel or motel shall have been issued by the City, shall bear, jointly and severally, the duty to collect the tax from each user, lessee or tenant of rooms in such hotel, motel, bed and breakfast establishment, or vacation rental unit. Every person required to collect the tax levied by ordinance shall secure said tax from the user, lessee or tenant of a room(s) or vacation rental unit at the time that he/she collects the price, charge or rent to which it applies.

3-2-4-4. - ADMINISTRATION AND ENFORCEMENT.

The City Manager or his/her designee is hereby designated as the administration and enforcement officer of the tax hereby imposed on behalf of the City. It shall be the responsibility and duty of the City Manager or his/her designee to collect all amounts due the City from the owners, operators and licensees of the businesses subject to this tax motels and hotels within the City.

A sworn quarterly hotel, motel, bed and breakfast establishment, and vacation rental occupancy tax return shall be filed by each owner, operator or licensee of each hotel, motel and vacation rental in the City with the City Manager or his/her designee, on forms prescribed by him/her, showing all receipts from each renting, leasing or letting of rooms or vacation rental units during the preceding three (3) months. The dates upon which said quarterly returns are to be filed shall be provided by rules and regulations promulgated by the City Manager or his/her designee.

Each return shall be accompanied by payment to the City of all taxes due and owing for the quarter covered by the return.

The City Manager or his/her designee, or any person certified by him/her as his/her deputy or representative, may enter the premises of any hotel, motel, bed and breakfast establishment, or vacation rental for the purposes of inspection and examination of its books and records for the proper administration of this Section, and for the enforcement of collection of the tax hereby imposed. It is unlawful for any person to prevent, hinder or interfere with the City Manager or his/her designee or his/her duly authorized deputy or representative in the discharge of his/her duties hereunder.

3-2-4-5. - ENFORCE PAYMENT OF TAX.

(A) Failure to Pay. Whenever any person shall fail to pay any taxes herein provided, or when any owner, operator or licensee of a hotel, motel, bed and breakfast establishment, or vacation rental in the City shall fail to collect the tax hereby imposed
from any person who has the ultimate liability for payment of the same, the Corporation Counsel shall, upon request of the City Manager or his/her designee, bring or cause to be brought an action to enforce the payment of said tax on behalf of the City in any court of competent jurisdiction.

If the City Manager, after a hearing held by or for him/her, shall find that any hotel, motel or vacation rental owner, operator or licensee has willfully evaded his/her responsibility to collect the tax imposed by this Section, he/she may suspend or revoke all City licenses held by such tax evader. Said person shall have an opportunity to be heard at such hearing, to be held not less than five (5) days after notice of the time and place thereof, addressed to him/her at his/her last known place of business. Any suspension or conviction resulting from such hearing shall not relieve or discharge any civil liability for nonpayment of the tax due.

(B) Interest and Penalties. In the event of failure by any hotel, motel, bed and breakfast establishment, or vacation rental owner, operator or licensee to collect and pay to the City Manager or his/her designee the tax required hereunder within thirty (30) days after the same shall be due, interest shall accumulate and be due upon said tax at the rate of one percent (1%) per month. In addition, a penalty of ten percent (10%) of the tax and interest due shall be assessed and collected against any hotel, motel, owner, operator or licensee who shall fail to collect and remit the tax imposed by this Section.

3-2-4-6. - DISPOSITION OF TAX MONEYS.

All proceeds resulting from the imposition of the tax under this Section, including interest and penalties, shall be paid to the City Collector and shall be credited to and deposited in the General Fund of the City.

3-2-4-7. - EXEMPTION.

The tax imposed under Subsection 3-2-4-2 of this Section shall not apply to the renting, leasing or letting of accommodations in a hotel, motel or vacation rental to permanent residents. For the purpose of this Section a "permanent resident" means any person who occupies or has the right to occupy any room or rooms in the hotel or motel for at least thirty (30) consecutive days. If a hotel, motel or vacation rental provides accommodations for both permanent residents and other guests, the rental obtained from permanent residents shall not be included in the computation of the tax due.

3-2-4-8. - PENALTY.

Any person found guilty of violating, disobeying, omitting, neglecting or refusing to comply with or resisting or opposing the enforcement of any provision of this Section, except when otherwise specifically provided, shall be fined not less than two hundred and fifty dollars ($250.00) for the first offense, and not less than seven hundred and fifty dollars ($750.00) for the second and each subsequent offense in any one hundred
eighty (180) day period; each day of violation shall constitute a separate and distinct offense.

SECTION 2: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: If any provision of this Ordinance or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid application of this Ordinance 135-O-18 is severable.

SECTION 5: This Ordinance 135-O-18 shall be in full force and effect on after its passage, approval, and publication in the manner provided by law.

Introduced: _________________, 2018
Adopted: _________________, 2018

Approved:

_______________________________, 2018

Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk
Michelle L. Masoncup, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of City Council
   Administration & Public Works Committee

From: Johanna Leonard, Community Development Director
      Gary Gerdes, Building & Inspection Services Division Manager
      Scott Mangum, Planning & Zoning Administrator
      Jim Hurley, Management Analyst

Subject: Ordinance 137-O-18, Amending Licensing of Vacation Rentals

Date: November 12, 2018

Recommended Action:
Staff recommends adoption of Ordinance, 137-O-18, amending Ordinance 50-O-13 to improve compliance with vacation rental licensing requirements. Staff proposes to increase vacation rental licensing fees to align with cost of administering the program.

Livability Benefits:
Innovation & Process: Support local government best practices and processes
Health & Safety: Improve Emergency Prevention and Response

Background:
The City of Evanston adopted Ordinance 50-O-13 to allow for short-term rentals without affecting public safety or housing prices. A dwelling unit could be rented for no more than thirty days and is subject to inspection by the City. Currently all vacation rental properties must be reviewed by the Planning & Development Committee and approved by the City Council. When approved, the vacation rental property owner is required to pay a $50 annual licensing fee and is subject to the 7.5% Hotel-Motel and Vacation Rental Tax. With the addition of vacation rental platforms like VRBO and AirBnB, the number of vacation rentals has increased, but the applications for licensing have not. Currently the City has nine current short-term rental licenses; staff’s research on various websites and through discussions with neighborhood residents, this number may be much larger and in excess of 200 units. The Planning & Development Committee has had multiple discussions as to what to do to address and has offered suggestions to staff based on procedures employed at other communities around the United States.

Utilizing Chicago’s Vacation Rental Code language as a guide, staff proposes to require a $250 vacation rental application fee and increase annual licensing fee from $50 to $150. Rental properties will be reviewed by the Planning & Zoning Division in the Community Development Department and inspected by City staff from the Health &
Human Services Department prior to license issuance for compliance with City rules and regulations. Staff will build on the current process for processing short-term rental licenses and establish a new administrative review process for property owners who seek a vacation rental license for their primary residence (i.e. instances where a room is rented or an entire residence is rented when the homeowner is out of town). If the vacation rental is not the owner's primary residence then Planning & Development Review and City Council approval will be required. All vacation rental property owners will be subject to additional requirements for listing and posting, health and safety, neighborhood parking, and transparency for guests as articulated in the ordinance. A noteworthy element of the change, and like Chicago, is a requirement to post the license number on the online platform; this will provide an easily recognizable element to ensure compliance. Host sites that fail to register after the specified deadline will receive a violation and be penalized $200 as defined by the Ordinance.

If enacted, staff would return to the Planning & Development Committee in the third quarter of 2019 to report on the progress of full compliance with the vacation licenses.

**Attachments:**
Ordinance 137-O-18, Amending Licensing of Vacation Rentals
137-O-18

AN ORDINANCE

Amending Portions of Title 5, Chapter 9, “Vacation Rentals”

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF

THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS, THAT:

SECTION 1: The definition for "Vacation Rental" in City Code Section 5-9-2, "Definitions," of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

| VACATION RENTAL: | A dwelling unit or portion thereof offered for rent for a period shorter than thirty (30) consecutive days to any person other than a member of the owner's family, as those terms are defined in Section 6-18-3 of this Code. The term "vacation rental" shall not include hotels or motels, licensed pursuant to Title 3, Chapter 2 of this Code, lodging establishments, licensed pursuant to Title 5, Chapter 2 of this Code, bed and breakfast establishments, licensed pursuant to Title 8, Chapter 19 of this Code, and/or home sharing in accord with Subsection 6-4-1-14-(B) of this Code, or housing subsidized by the City or other affordable housing providers. |

SECTION 2: City Code Section 5-9-4, “Application; Notice; Standards & Procedures; Renewal; Fees,” of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

5-9-4: APPLICATION; NOTICE; STANDARDS & PROCEDURES; RENEWAL; FEES:

(A) Applications: A property owner who seeks a Vacation Rental license pursuant to this Chapter shall submit a written application that contains all information required for a registration statement pursuant to Chapter 8 of this Title.

(B) Notice: Each application shall be accompanied by proof the applicant mailed notice thereof to all owners, whose addresses appear on the current tax assessment list, of real property located within a radius of two hundred fifty feet (250') of the subject property, inclusive of public streets, alleys and other public ways. The notice shall contain the applicant’s name, the address of the subject
property, the matter under consideration, and the date, time, and location of the relevant meeting of the Planning and Development Committee.

(C) **Property Inspection.** The dwelling unit must be inspected by City staff pursuant to this Chapter prior to administrative or City Council review of application for Vacation Rental.

(D) **Standards and Procedures for License Approval:** If a Vacation Rental license is not for the owner’s primary residence then the Planning and Development Committee will review all applications for Vacation Rentals and will report to the City Council upon each application with respect to the standards set forth below. The City Council after receiving said report, may refer the application back to that body for additional review, or, by motion, may approve, approve with conditions, or disapprove, an application for a Vacation Rental license, upon findings of fact with respect to each of the standards set forth below:

1. The proposed Vacation Rental will not cause a negative cumulative effect when its effect is considered in conjunction with the effect of other Vacation Rentals in the immediate neighborhood.

2. The Vacation Rental will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining properties.

3. The proposed Vacation Rental will comply with all the rules and regulations contained herein.

4. The proposed Vacation Rental is not likely to have an adverse effect upon the public health, welfare, or safety.

Regardless of its finding on any or all of the foregoing standards, the City Council may deny a Vacation Rental license upon a finding that such denial is in the public interest.

If a property owner seeks a Vacation Rental license for the owner’s primary residence then staff will review application for Vacation Rental. If the owner of the unit is on active military duty, the affidavit shall include a statement attesting to such fact and to whether the owner has appointed a designated agent or employee to manage, control and reside in the unit during such owner’s absence while on military duty.

(E)(D) **Renewal:** If a Vacation Rental license was issued for the prior year, the approval for a renewal license shall be obtained from the City Manager or his/her designee, provided the previously-issued license was not revoked or suspended, and the Vacation Rental did not receive citation(s) from any City inspector or Police officer during said prior calendar year. Every renewal application shall satisfy all requirements set forth in Section 4 of this Chapter.
(F) **Fees:** The following fees shall be imposed for application submittal and licensing fees:

1. **Application Fee:** All property owners who seek to submit a Vacation Rental application must submit a nonrefundable application fee of two hundred and fifty dollars ($250.00).

2. **License Fee:** The annual fee for a license issued pursuant to this Chapter shall be one hundred and fifty dollars ($150.00).

**SECTION 3:** City Code Section 5-9-5, “Requirements and Standards,” of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

5-9-5: REQUIREMENTS AND STANDARDS:

(A) No vacation rental operator shall:

1. Rent or lease any vacation rental for any period of time shorter than twenty-four (24) consecutive hours;

2. Rent or lease any vacation rental more than once within any consecutive twenty-four-hour period measured from the commencement of one rental to the commencement of the next;

3. Advertise an hourly rate or any other rate for a vacation rental based on a rental period of fewer than twenty-four (24) consecutive hours; and/or

4. Serve or otherwise provide any food or beverage to any guest.

5. Cause or permit, by action or failure to act, the vacation rental or its use to suffer from and/or create any violation of the following portions of the City Code: Title 4, "Building Regulations"; Title 5, "Housing Regulations"; Title 6, "Zoning"; Title 8, "Health and Sanitation"; or Title 9, "Public Safety."

(B) Every vacation rental shall be subject to inspection by staff members of the City's Fire, Health, and Community and Economic Development Departments.

(C) Every vacation rental operation shall include in any listing the following information about the vacation rental: (A) the licensee's cancellation and check-in and check-out policies; (B) a statement on: (i) whether the vacation rental is wheelchair or ADA accessible; (ii) whether the vacation rental has any parking availability or neighborhood parking restrictions; and (iii) the availability of, or restrictions on, the use of any recreational facilities or other amenities applicable to guests; and (C) a description of the vacation rental, including the number of sleeping rooms and bathrooms; and (D) the City of Evanston license number.
Every vacation rental operator shall keep a register in which shall be entered the name of every guest and his/her arrival and departure dates. The operator shall make said register freely accessible to any officer of the City's Police, Fire, Health, and/or Community and Economic Development Departments.

Every vacation rental operator shall ensure that the vacation rental is in compliance with current state and local regulations regarding the installation and maintenance of functioning smoke alarms and carbon monoxide detectors.

Every vacation rental operator shall post, in a conspicuous place within the vacation rental:

1. The name and telephone number of the operator's authorized agent identified pursuant to Code Section 5-8-3(A)2;

2. An evacuation diagram inside entrance door identifying all means of egress from the vacation rental and the building in which the vacation rental is located;

3. A current copy of the listing;

4. A current copy of vacation rental license;

5. The schedule of, or restriction on, street cleaning and street snow removal. If the property is subject to restrictions imposed by a homeowners association or board of director then the owner shall post an attestation that the homeowners association or board of directors has not adopted bylaws prohibiting the use of the dwelling unit identified in the license application as a vacation rental or shared housing unit, or that restricts rentals for a period of time less than 30 days, in any combination.

Any kitchen in a vacation rental shall be cleaned and sanitized between guests and all food and beverages shall be discarded. All dishes, utensils, pots, pans and other cooking utensils shall be cleaned and sanitized between guests. A recycling container must be accessible to guests.

The operator of every vacation rental shall change supplied bed linens and towels therein at least once each week, and prior to the letting of any room to any new guest. The operator shall be responsible for the maintenance of all supplied bedding in a clean and sanitary manner.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5: This ordinance shall be in full force and effect after its passage, approval, and publication in the manner provided by law.
SECTION 6: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

Introduced:___________________, 2018  
Adopted:___________________, 2018  

________________________________________  
Stephen H. Hagerty, Mayor

Attest:  
Approved:  

________________________________________  
Michelle L. Masoncup, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of City Council

From: Johanna Leonard, Community Development Director
Evonda Thomas-Smith, Health and Human Services Director
Sarah Flax, Housing and Grants Administrator
Ikenga Ogbo, Public Health Manager
Ashley Wiley, VISTA Housing Planner

Subject: Ordinance 141-O-18 Amending Rental Registration of Rental Residential Buildings to Include Inspection Requirements and Add Accessory Dwelling Units

Date: November 19, 2018

Recommended Action:
Staff recommends approval of Ordinance 141-O-18 Amending Rental Registration of Rental Residential Buildings to include inspection requirements and the addition of accessory dwelling units. This amends the rental registration process to include a fee of $200 for the initial inspection and registration of existing dwelling units, including accessory dwelling units (ADUs)/coach houses, and a fine from $75 to $375 for renting an unregistered unit following the “amnesty period.” These changes, including the fee structure, were approved unanimously by City Council on October 29, 2018.

Funding Source: N/A

Livability Benefits:
Built Environment: Support housing affordability; provide compact and complete streets and neighborhoods; and

Equity & Empowerment: Ensure equitable access to community benefits, and support poverty prevention and alleviation.

Discussion
Following the City Council approval on October 29, 2018 of the process to identify, inspect and register ADUs/coach houses for rental to non-family members of the primary dwelling unit and the proposed fee and fine structure, the Rental Registration Ordinance was updated to reflect these changes. A 90-day amnesty period during which owners renting unregistered properties may submit their registration and avoid
fines was added following discussion at the Administration and Public Works Committee meeting on November 12, 2018. The amnesty period will end on March 31, 2019.

The fee and fine schedule recoups staffing costs required for the registration process. Because property rental is a revenue generating business, the initial registration fee was developed based on the Business Registration fees and estimated staff time to complete the process. No fines will be assessed property owners renting unregistered ADUs/coach houses as long as an application is tendered during the amnesty period. However, at the expiration of that period, a fine would be assessed immediately upon the identification of an unregistered rental unit.

A robust outreach program will be implemented to inform property owners who are currently renting unregistered units of the changes to rental registration and the 90-day amnesty period to submit their registration in order to avoid fines. This includes owners of ADUs that can now legally rent to non-family members of the primary dwelling unit, and condo owners renting out their units who may be unaware of the City's registration requirements. Information will be disseminated: in January 2019 water bills; via email to rental property owners and managers, and the City e-newsletter; through the Property Standards RENT Evanston program and presentations at ward meetings; in press releases; and via social media.

Ordinance 141-O-18 makes the initial rental registration, inspection process and fee structure consistent for all existing dwelling units. Currently, a property owner does not pay any fee when submitting new registration for an existing unit for rental, which is inconsistent with the registration process for other types of businesses and does not recoup staff time. In addition, a property owner receives a notice of violation if found renting an unregistered dwelling unit and is given time to correct the violation. The owner avoids any fine by registering the property by the required date and is counterproductive to the goal of registration and inspection to ensure that properties being rented are safe and sanitary and that maximum occupancy has been established.

The fee and fine structure is $200 with submission of registration application for zoning review, initial inspection and re-inspections by Property Standards, review of floor plan and dimensions to establish maximum occupancy, and assignment of address, if needed. Fines for unregistered dwelling units that are found being rented are: $75 for first offence, $200 for second offence, and $375 for third and subsequent offences. There will be an amnesty period of at least three months during which owners of ADUs/coach houses, including those being rented illegally, may submit a rental registration application without penalty.

The initial rental registration fee is not be required for rental registration of new construction, as that is handled with the Certificate of Occupancy. However, submission of floor plans will be required to determine maximum occupancy load as part of the TCO or FCO.

**Process for rental registration of ADUs/Coach Houses**
The identification, inspection and registration of ADUs/coach houses will be undertaken within 30 days of the ordinance approval. The amnesty period will end on March 31, 2019. A web page will be used to provide information and a downloadable registration
form. The ADU/coach house owner will complete the registration application and submit it with the floor plan and $200 registration fee. The application will be reviewed by Zoning to determine parking requirements based on the zoning district, the year the ADU was built and other zoning requirements. Property Standards will then inspect the unit for code compliance and determine the maximum occupant load. The unit will be assigned an address, if needed, and approved for rental to non-family members of the primary unit. The occupant load allowed for each dwelling will be provided with the approval to rent. The owner is responsible for meeting requirements for mail delivery, as well as adequate garbage and recycling for the ADU/coach house.

Legislative History:
Ordinance 141-O-18 was introduced at City Council on November 12, 2018

Approval of the fee structure for initial registration of an existing dwelling unit, including an ADU/coach house, and the fines for renting an unregistered dwelling unit were approved by City Council on October 29, 2018.

Attachments:
Ordinance 141-O-18
141-O-18

AN ORDINANCE

Amending Title 5, Chapter 8, “Registration of Rental Residential Buildings” to Include Inspection Requirements and Add Accessory Dwelling Units within the Purview of the Inspection Requirements

WHEREAS, the City of Evanston is a home-rule municipality pursuant to Article VII of the Illinois Constitution of 1970; and

WHEREAS, as a home rule unit of government, the City has the authority to adopt ordinances and to promulgate rules and regulations that protect the public health, safety, and welfare of its residents; and

WHEREAS, requiring the annual registration of rental residential buildings is an effective way to compile a complete list of addresses of rental residential buildings, as well as the identities and contact information of the owners and managers of said buildings;

2012 International Fuel Gas Code, and current edition of the Illinois Accessibility Code; and

WHEREAS, collecting information regarding rental residential buildings by requiring the registration thereof will allow the City to notify to the owners of such buildings more efficiently and effectively of any alleged violations of the aforementioned Codes; and

WHEREAS, requiring fees for the initial inspection and registration of existing dwelling units being registered for the first time, and the annual renewal registration of rental residential buildings, pursuant to the City’s home rule authority, is an effective way to recover some of the administrative costs,

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

SECTION 1: Title 5, Chapter 8 "Registration of Rental Residential Buildings" of the City Code of 2012 is amended to read as follows:

5-8-1: PURPOSE:

The purpose of this Chapter is to promote the public health, safety, and welfare, and to establish the maximum occupancy load of dwelling units by requiring the registration and inspection of all existing buildings within the City of Evanston that contain rental dwelling units being rented for the first time as permanent housing, and annual renewal registration of all dwelling units continuing to be rented to promote more comprehensive inspections thereof, and more efficient notice of such inspections to the owners thereof.

5-8-2: DEFINITIONS:

For the purpose of this Chapter, unless the context requires otherwise, the following terms shall have the following meanings:
ACCESSORY DWELLING UNIT: a dwelling unit that is accessory to the primary use of the principal structure. Accessory dwelling units may be detached from the principal structure or included in the principal structure, as allowed in Title 6, Zoning Code.

BUILDING: A structure, or part thereof, enclosing space designed or used for dwelling units offered for rent.

DEPARTMENT: The City of Evanston Community DevelopmentHealth and Human Services Department, or any City department responsible for the inspection or residential buildings.

DIRECTOR: The Director of Community DevelopmentHealth and Human Services or his or her designee.

DWELLING UNIT: A single unit of one (1) or more contiguous rooms containing individual cooking, sleeping, and sanitary facilities for one (1) or more persons.

OWNER: Any person, agent, operator, firm or corporation having a legal or equitable interest in real property; or recorded in the official records of the state, county, or municipality as holding the title to the real property; or otherwise having control of the real property, including the guardian of any such person, or the executor or administrator of the estate of any such person. Throughout this Chapter, the singular shall include the plural.

PERMANENT RENTAL HOUSING: Any dwelling unit, including accessory dwelling units, rented for a period of 30 days or more.

5-8-3: INITIAL INSPECTION AND REGISTRATION REQUIRED:

(A) The owner of any building-dwelling unit being registered for permanent rental for the first time shall file a registration statement for each such building-dwelling unit with the Department on forms provided by the Department for such purposes; provided, however, that the registration of a vacant building pursuant to Title 4, Chapter 20 of the City Code shall satisfy the registration requirement of this Chapter. Any such registration statement shall be deemed prima facie proof of the statements therein contained in any administrative enforcement proceeding or court proceeding instituted by the City against the owner of the building. For purposes of this Chapter, a post office box does not suffice as a street address. The registration statement shall include the following information:
(1) The name, street address, telephone number, and e-mail address of each owner of the building. If the owner is a partnership, corporation, or voluntary unincorporated association, the statement shall further include the name, street address, telephone number, and e-mail address, and position of a responsible partner or officer. If the owner is a corporation, the statement shall also include the name, street address, telephone number, and e-mail address of the registered agent thereof;

(2) The name, street address, telephone number, and e-mail address of a natural person twenty-one (21) years of age or older, designated by the owner as the authorized agent for receiving notices of City Code violations and for receiving process, in any court proceeding or administrative enforcement proceeding, on behalf of such owner in connection with the enforcement of the City Code. Notwithstanding the foregoing, this person may be between eighteen (18) and twenty-one (21) years of age provided that the registration statement includes proof that said person has a valid realtor's license issued pursuant to the Illinois Real Estate License Act, 225 ILCS 454-1-1 et seq., as amended. This person must maintain an office in Cook County, Illinois, or must actually reside within Cook County, Illinois. An owner who is a natural person and who meets the requirements of this subsection as to location of residence or office may designate him/herself as agent;

(3) The name, street address, telephone number, and e-mail address of the owner's agent for the purpose of managing, controlling or collecting rents, and any other person who is not an owner but who controls such building, if any;

(4) The name, street address, and telephone number of each company that provides an insurance policy for the building;

(5) The street address(es) and property index number(s) of the building, and the number of dwelling units therein.

(6) Floorplan of each dwelling unit with room dimensions.

(7) The owner of a dwelling unit shall pay an initial registration and inspection fee of $200 for each existing dwelling unit being rented for the first time. New rental construction is exempt from this fee and inspection, as the Certificate of Occupancy determines that the unit meets current building standards for safe and sanitary housing.
Notwithstanding the foregoing, no registration shall be required for:

1. Lodging establishments governed by Title 5, Chapter 2 of the City Code;

2. Buildings licensed and inspected by the State of Illinois or the Government, including, but not limited to, nursing homes, retirement centers, rest homes; or

3. Buildings owned by governmental agencies or public housing authorities.

An inspection of each dwelling unit being rented for the first time shall be conducted by the Department to determine if the unit meets the standards of the International Property Maintenance Code and any other applicable building codes. The owner will be notified of any violations and be given a reasonable time to correct them.

Following registration, inspection, and payment of the $200 fee, the Director shall issue a certificate of registration, including maximum occupancy load based on the square footage and room configuration, to the owner that certifies that the owner has registered each dwelling unit in compliance with the terms of this chapter.

5-8-4: ANNUAL REGISTRATION; REGISTRATION FEE; CERTIFICATE OF REGISTRATION:

(A) The owner of a building shall renew the registration of the building with the Department no later than December 31st of each year. The owner shall certify that the information provided on the registration statement is true and correct.

(B) The owner of a building shall pay an annual registration fee for each building so registered at the time the owner files the annual registration statement, as per the table below. The registration fee shall not be prorated. If the owner of a building that contains no more than two (2) dwelling units is a person sixty-five (65) years of age or older, resides in one (1) of the two (2) dwelling units in the building, and furnishes proof with the application that he/she has qualified for the State of Illinois Circuit Breaker program, he/she shall be required to pay fifty percent (50%) of the registration fee.

<table>
<thead>
<tr>
<th>Building Type</th>
<th>Registration Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-Family</td>
<td>$20</td>
</tr>
</tbody>
</table>
Condominiums: $20 per owner of rental dwelling unit(s) per building

Apartments
Multifamily with:

<table>
<thead>
<tr>
<th>Dwelling Units</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-4</td>
<td>$30</td>
</tr>
<tr>
<td>5-12</td>
<td>$50</td>
</tr>
<tr>
<td>13-24</td>
<td>$100</td>
</tr>
<tr>
<td>25-50</td>
<td>$150</td>
</tr>
<tr>
<td>51-100</td>
<td>$300</td>
</tr>
<tr>
<td>101+</td>
<td>$500</td>
</tr>
</tbody>
</table>

(C) Upon registration and payment of the applicable fee, the Director shall issue a certificate of registration to the owner that certifies that the owner has renewed the registration of the building in compliance with the terms of this Chapter.

5-8-5: AMENDED REGISTRATIONS:

The owner of a building required to register with the Department pursuant to the terms of this Chapter shall notify the Department, within twenty (20) business days, of any change in the registration information by filing an amended registration statement on a form provided by the Department for such purpose. There shall be no additional fee for filing an amended registration statement.

5-8-6: ENFORCEMENT:

(A) The Director and the Department shall enforce the terms of this Chapter by any lawful means, including, but not limited to, proceedings in the Circuit Court of or the City’s Division of Administrative Hearings.

(B) The Director may refuse to issue any permit(s) required by the City Code for any construction, alteration, installation, razing or other work done in or on any building as defined in this Chapter, or any certificate of occupancy required by the City Code for such a building, unless the owner(s) or other applicant for such permit(s) or certificate(s) presents a current certificate of registration for the building.

(C) The City Clerk shall issue no real estate transfer tax stamps for a transfer involving a building, as defined in this Chapter, unless the grantor or seller presents a current certificate of registration for the building.
5-8-7: PENALTIES:

(A) Each day that any building or dwelling unit is not registered in accordance with the provisions of this Chapter shall constitute a separate and distinct offense.

(B) In addition to any of the penalties provided in this Chapter, any person violating the terms of this Chapter shall, upon conviction thereof, be fined seventy-five dollars ($75.00) for the first offense, two hundred dollars ($200.00) for the second offense in any one hundred eighty (180)-day period, and three hundred seventy-five dollars ($375.00) for the third and any subsequent offense in any one hundred eighty (180)-day period.

(C) The intentional submission of false information on a registration statement or an amended registration statement filed pursuant to this Chapter shall be an offense punishable by a fine of not less than one hundred dollars ($100.00) nor more than five hundred dollars ($500.00). Each day that such information remains uncorrected by the owner(s) shall constitute a separate and distinct offense.

(D) Any fines shall be debts due and owing to the City that the City may collect by any means allowed by law, including, but not limited to, filing a lien against the building.

5-8-8: NOTICE OF CITY CODE VIOLATIONS:

(A) By designating an authorized agent pursuant to the terms of Subsection 5-8-3 (A)2 of this Chapter, the owner consents to receive any and all notices of City Code violations concerning the registered building and all process in any court proceeding or administrative enforcement proceeding brought to enforce City Code provisions concerning the registered building by service of the notice or process on the authorized agent until the owner files an amended registration statement or new annual registration statement pursuant to the terms of this Chapter.

(B) Any owner who fails to register a building or dwelling unit pursuant to the provisions of this Chapter shall further be deemed to consent to receive, by posting at the building, any and all notices of City Code violations and all process in an administrative proceeding brought to enforce City Code provisions concerning the building.

(C) The terms of this Section shall supersede any conflicting or contradictory notice provisions contained within the City Code.
5-8-9: SEVERABILITY:

If any provision of this Chapter or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Chapter that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Chapter is severable.

SECTION 2: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance will be in full force and effect after adoption. If an application for registration is tendered on or before April 1, 2019, by a property owner renting unregistered dwelling units, including accessory dwelling units/coach houses and condominiums, no fine will be assessed.

SECTION 5: If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.
For City Council meeting of November 19, 2018

Ordinance 133-O-18, Transportation Network Company Tax
For Action

Memorandum

To: Honorable Mayor and Members of the City Council
Members of the Administration & Public Works Committee

From: Erika Storlie, Assistant City Manager/Director of Administrative Services

Subject: Ordinance 133-O-18, Amending Section 3-2-19 of the Evanston City Code, “Transportation Network Company Tax”

Date: November 19, 2018

Recommended Action:
City staff requests City Council adoption of Ordinance 133-O-18, Amending Section 3-2-19 of the Evanston City Code, “Transportation Network Company Tax.” The Ordinance adds the definition of shared rides, solo rides, and wheelchair accessible rides and increases the fee assessed for a solo ride from twenty cents ($0.20) to forty-five cents ($0.45) per solo ride in a transportation network vehicle. Wheelchair accessible rides are exempt from the fee and the fee assessed for a shared ride remains at twenty cents per ride ($0.20).

Livability Benefits:
Innovation and Process: Support local government best practices and processes

Summary:
As part of the FY 2019 Budget proposal staff recommends an increase to the Transportation Network Company Tax. A tiered rate is proposed which would tax shared rides at the current rate of $0.20 cents per ride and increase the tax to $0.45 cents per ride for all solo rides. Currently the differentiation is available through both Uber and Lyft, where users can select shared rides via “Uber Pool” or “Lyft Line” or users can select a solo ride via standard Uber/Lyft.

The tiered approach is ideal because for one it incentivizes sharing a ride with another rider, effectively taking another car off the road, reducing greenhouse gas emissions. Secondly, the price conscious rider has less of an ability to absorb the increased fee, so leaving the shared ride at the current rate will not adversely affect those with limited financial means who rely on these services to get to work or school.

A solo ride will be defined in the code as “A ride accepted where the transportation network vehicle does not stop to pick up another accepted rider prior to the end
destination”, and a shared ride will be defined as “A ride accepted where the transportation network vehicle is shared with other riders going in the same direction or similar location. In addition, amendments are requested to tax solo rides at forty-five cents ($0.45) per transportation network vehicle ride.

An amendment was made to this ordinance at the November 12, 2018 City Council meeting exempting Wheelchair Accessible Rides from the tax.

**Attachment:**
Ordinance 133-O-18
AN ORDINANCE

Amending Section 3-2-19 of the Evanston City Code, “Transportation Network Company Tax”

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

SECTION 1: Section 3-2-19 “Transportation Network Company Tax” of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

3-2-19. – TRANSPORTATION NETWORK COMPANY TAX

3-2-19-1. – DEFINITIONS.

For the purposes of this Section, the following definitions apply:

<table>
<thead>
<tr>
<th><strong>CITY MANAGER.</strong></th>
<th>The City of Evanston City Manager or his/her designee.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RIDE ACCEPTED.</strong></td>
<td>Any ride during which transportation network company services are provided by a transportation network company driver in the City of Evanston.</td>
</tr>
<tr>
<td><strong>SHARED RIDE.</strong></td>
<td>A ride which prior to commencement of the ride, a rider requests through the transportation network company’s digital network to share the ride with one or more riders and each rider is charged a fare that is calculated, in whole or in part, based on the rider’s request to share all or a part of the rider with one or more riders, regardless of whether the rider actually shares all or a part of the ride, accepted</td>
</tr>
<tr>
<td><strong>SOLO RIDE.</strong></td>
<td>A ride accepted that is other than a shared ride.</td>
</tr>
<tr>
<td><strong>TRANSPORTATION NETWORK COMPANY.</strong></td>
<td>Has the meaning as defined in the Transportation Network Providers Act, 625 ILCS 57/et seq., as may be amended from time to time.</td>
</tr>
<tr>
<td><strong>TRANSPORTATION NETWORK VEHICLE.</strong></td>
<td>Has the meaning as defined in City Code Section 3-17-1 as may be amended from time to time.</td>
</tr>
<tr>
<td><strong>TRANSPORTATION NETWORK COMPANY DRIVER.</strong></td>
<td>Has the meaning as defined in the Transportation Network Providers Act, 625 ILCS 57/et seq., as may be amended from time to time.</td>
</tr>
<tr>
<td><strong>TRANSPORTATION NETWORK COMPANY SERVICES.</strong></td>
<td>Has the meaning as defined in the Transportation Network Providers Act, 625 ILCS 57/et seq., as may be amended from time to time.</td>
</tr>
<tr>
<td><strong>WHEELCHAIR ACCESSIBLE VEHICLE RIDE.</strong></td>
<td>A ride in a transportation network vehicle that a person in a wheelchair may enter and exit independently or with assistance while seated in a wheelchair. A wheelchair-accessible transportation network vehicle shall comply with all applicable standards provided by law for wheelchair-accessible vehicles.</td>
</tr>
</tbody>
</table>
3-2-19-2. – TRANSPORTATION NETWORK COMPANY TAX IMPOSED.

A tax is imposed and levied on all transportation network companies operating transportation network company services performed by transportation network company drivers in the City of Evanston. The rate is based on the type of ride provided. If the ride is a shared ride, the rate is twenty cents ($0.20) per transportation network vehicle per ride accepted. If the ride is a solo ride, the rate is forty-five cents ($0.45) per transportation network vehicle per ride accepted. If the ride is a wheelchair accessible vehicle ride, no fee will be assessed. The incidence of the tax and the obligation to pay the tax are imposed upon the transportation network company operating services for any ride accepted originating or ending in the City of Evanston. This tax is in addition to any and all other taxes imposed.

3-2-19-3. – COLLECTION OF TAX.

(A) Except as otherwise provided, the tax must be collected by each transportation network company operating transportation network company services in the City of Evanston. The transportation network company must remit the tax and file returns in accordance with this Section.

(B) Each transportation network company must collect the tax from each transportation network company driver operating a transportation network vehicle in the City of Evanston.

(C) If a transportation network company fails to collect the tax imposed by this Section from a transportation network company driver, then the transportation network company driver must file a return and pay the tax directly to the City on or before the date required by City Code Subsection 3-2-19-6(A).

3-2-19-4. – ADMINISTRATION AND ENFORCEMENT.

The City Manager will administer and enforce the tax imposed and levied by the City and will collect all amounts due to the City from the transportation network companies operating transportation network company services in the City of Evanston.

3-2-19-5. – BOOKS AND RECORDS.

Every transportation network company required to collect the tax imposed by this Section must keep accurate books and records of its business or activity, including original source documents, books of entry, and/or digital records, denoting the transaction that gave rise, or may have given rise, to the tax liability or any exemption that may be claimed. All such books and records must be legibly kept in the English language. All books and records regarding the tax imposed and levied are subject to, and must be available for inspection by, the City Manager.

3-2-19-6. – TRANSMITTAL OF TAX REVENUE.
(A) A transportation network company must file tax returns with the City showing tax receipts received with respect to every transaction for every ride accepted during each and every quarterly calendar period. These returns will be on forms prescribed by the City Manager. The quarterly return for each completed period is due within twenty (20) days of the completion of the applicable calendar quarter period ending March 31, June 30, September 30, or December 31, as the case may be. At the time of filing such tax returns, the transportation network company must pay to the City all taxes due for the period to which the tax return applies.

(B) If any tax is not timely paid when due, a penalty at the rate of ten percent (10%) per thirty (30) day period, or portion thereof, from the day of delinquency, will be added and collected. The City may file an action to enforce the payment and collection of the tax imposed by this Section, as well as any penalty that is added. The City may suspend or revoke the City registration of any transportation network company that refuses or fails to pay the tax imposed by this Section.

3-2-19-7. – REGISTRATION.

Every transportation network company must register with the City within thirty (30) days after the date of commencing transportation network company services in the City of Evanston. If a transportation network company is already operating transportation network company services in the City, any such company must register with the City on or before January 1, 2018. In addition, all transportation network companies operating in the City must maintain their current registration and licensure with the City of Chicago.

3-2-19-8. – PENALTY.

Any transportation network company, transportation network company driver, firm or corporation who violates any of the provisions of this Section 3-2-19 will be fined two hundred dollars ($200.00) for each offense. A separate offense is deemed committed on each day on which a violation occurs or continues to exist.

3-2-19-9. – DEPOSIT OF FUNDS.

All proceeds resulting from the imposition of this tax, including; interest and penalties, will be deposited in the City of Evanston General Fund.

SECTION 2: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.
SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance will be in full force and effect on January 1, 2019.

SECTION 5: If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

Introduced: _________________, 2018

Adopted: _________________, 2018

Approved: _________________, 2018

_______________________________
Stephen H. Hagerty, Mayor

Attest: ________________________

Approved as to form: ________________________

Devon Reid, City Clerk

Michelle L. Masoncup, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of the City Council

From: Wally Bobkiewicz, City Manager
       Hitesh Desai, Chief Financial Officer

Subject: Resolution 101-R-18: Fiscal Year 2019 Budget of the City of Evanston

Date: November 19, 2018

Recommended Action:
Staff recommends approval of Resolution 101-R-18 adopting the FY 2019 Budget of the City of Evanston, in the amount of $319,155,950.

Livability Benefits:
Education, Arts, and Community—will provide revenues for municipal operations
Innovation and Process—support local government best practices and processes

Summary:
The table in Resolution 101-R-18 (Attachment A) shows total 2019 Budget Expenses of $319,155,950 for all funds. This includes no general wage increase for all employees, union and non-union, increases to parking revenues, and all other changes impacting other funds included in the Budget Balancing Worksheet.

Legislative History:
The 2019 Proposed Budget was published on October 5, 2018 with a General Fund deficit of $7.4 million. This was made of a $4.9 million General Fund operating deficit, $1 million in debt service for the Robert Crown Community Center project, and $1.5 million for General Fund reserves. The City Manager presented a budget balancing worksheet that included $3.2 million in proposed revenue increases and $4.2 million in proposed expense decreases, for a proposed surplus of $224,400.

City Council held budget discussions during regular and special meetings on: October 22, 27, 29, and November 5 and 12. Based on feedback during these discussions, the City Manager presented a revised Budget Balancing worksheet on November 12. A final Budget Balancing Worksheet is included in Attachment B, including the following changes after the November 12 meeting (highlighted in blue):
• Restoration of 2018 funding levels to the Mental Health Board
• Decrease new Parking Enforcement Officer revenue to $300,000, to accommodate a March 1, 2019 effective date.
• Add new revenue of $300,000 for increase in street sweeping tickets and reduced usage of towing.
• Decrease additional revenue for stop reimbursement of electric and telecommunications tax to school districts from $100,000 to $40,000.
• Change savings from Parks Department reorganization from $163,495 to $113,495.

The final Budget Balancing Worksheet includes $4.9 million in revenue increases and $2.6 million in expenses adjustments, for a final budget balancing surplus of $242,997. Further detail on all changes can be found in the 2019 Budget Memos available here.

Items requiring further City Council action to enact were introduced to the Administration & Public Works Committee and City Council on November 12, and are included on today’s agenda for action. The only item that will be finalized at a later date is the increase to Fire Department transport fees. This item will return to APW committee for action on November 26 with a revision for financial hardship. A memo on this change can be found in Attachment C to this transmittal memo. The expected revenue from this change is included in the Budget Balancing worksheet.

Ordinances for the 2018 property tax levies collectable during the 2019 budget year were introduced to City Council on October 27, and are included on today’s agenda for action. The only revision made to these ordinances is a 2% ($820,000) increase to the general corporate levy, as shown in the final Budget Balancing Worksheet.

**Attachments**

A. 2019 Budget Resolution 101-R-18  
B. Final Budget Balancing Worksheet  
C. Ambulance Fee Memo
101-R-18

A RESOLUTION

Approving the 2019 Fiscal Year
Budget of the City of Evanston

WHEREAS, 65 ILCS 5/8-2-9.1 et seq. and Title 1, Chapter 8 of the City Code, 2012, as amended, requires the City Manager to submit to the City Council a proposed budget for the ensuing fiscal year that presents a complete budget for revenues and expenditures plan for each fund; and

WHEREAS, in accordance with legal requirements, the City Manager submitted the proposed budget for the 2019 fiscal year to the City Council for its review and the required hearings on said budget were conducted and properly noticed under the Illinois Open Meetings Act, 5 ILCS 120/1 et seq.; and

WHEREAS, the City Council has reviewed the proposed budget, with a total expenditure amount of $319,155,950,

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

SECTION 1: The foregoing recitals hereby found as fact and incorporated herein by reference.

SECTION 2: That the City Council hereby adopts the City of Evanston’s 2019 fiscal year budget, with a total expenditure amount of $319,155,950, summarized in the document attached hereto as Exhibit A and incorporated herein by reference, and hereby directs the City Manager to implement said budget.
SECTION 3: That this Resolution 101-R-18 shall be in full force and effect from and after its passage and approval in the manner provided by law.

______________________________
Stephen H. Hagerty, Mayor

Attest:

______________________________
Devon Reid, City Clerk

Adopted: _________________, 2018

Approved as to form:

______________________________
Michelle L. Masoncup, Corporation Counsel
EXHIBIT A

City of Evanston – Fiscal Year 2019 Adopted Budget Summary

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Fund #</th>
<th>2019 Adopted Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>100</td>
<td>114,143,873</td>
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<tr>
<td>General Assistance Fund</td>
<td>175</td>
<td>1,273,776</td>
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<tr>
<td>Human Services</td>
<td>176</td>
<td>817,471</td>
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<tr>
<td>Good Neighbor Fund</td>
<td>180</td>
<td>1,000,000</td>
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<tr>
<td>Library</td>
<td>185</td>
<td>7,771,945</td>
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<tr>
<td>Library - Debt Service</td>
<td>186</td>
<td>353,437</td>
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<tr>
<td>Library - Capital</td>
<td>187</td>
<td>1,835,000</td>
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<tr>
<td>Neighborhood Stabilization</td>
<td>195</td>
<td>-</td>
</tr>
<tr>
<td>Motor Fuel Tax Fund</td>
<td>200</td>
<td>2,188,897</td>
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<tr>
<td>Emergency Telephone Fund</td>
<td>205</td>
<td>1,021,489</td>
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<tr>
<td>Special Service Area # 4</td>
<td>210</td>
<td>525,000</td>
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<tr>
<td>CDBG</td>
<td>215</td>
<td>2,631,080</td>
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<tr>
<td>CDBG Loan</td>
<td>220</td>
<td>250,000</td>
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<tr>
<td>Neighborhood Improvement</td>
<td>235</td>
<td>100,000</td>
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<tr>
<td>HOME</td>
<td>240</td>
<td>741,269</td>
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<tr>
<td>Affordable Housing Fund</td>
<td>250</td>
<td>1,027,697</td>
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<tr>
<td>Washington National TIF</td>
<td>300</td>
<td>-</td>
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<tr>
<td>Debt Service</td>
<td>320</td>
<td>14,767,219</td>
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<tr>
<td>Howard-Ridge TIF</td>
<td>330</td>
<td>746,225</td>
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<tr>
<td>West Evanston TIF</td>
<td>335</td>
<td>643,000</td>
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<tr>
<td>Dempster-Dodge TIF</td>
<td>340</td>
<td>70,870</td>
</tr>
<tr>
<td>Chicago-Main TIF</td>
<td>345</td>
<td>100,610</td>
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<tr>
<td>Special Service Area #6</td>
<td>350</td>
<td>221,500</td>
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<tr>
<td>Capital Projects Fund</td>
<td>415</td>
<td>14,260,549</td>
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<tr>
<td>Crown Construction</td>
<td>416</td>
<td>23,670,000</td>
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<tr>
<td>Special Assessment Fund</td>
<td>420</td>
<td>936,955</td>
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<tr>
<td>Parking System Fund</td>
<td>505</td>
<td>13,249,881</td>
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<tr>
<td>Water</td>
<td>510</td>
<td>48,657,257</td>
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<tr>
<td>Sewer</td>
<td>515</td>
<td>14,755,238</td>
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<td>Solid Waste</td>
<td>520</td>
<td>5,416,542</td>
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<td>Fleet Service</td>
<td>600</td>
<td>3,183,322</td>
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<td>Equipment Replacement</td>
<td>601</td>
<td>1,622,977</td>
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<tr>
<td>Insurance</td>
<td>605</td>
<td>18,962,870</td>
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<tr>
<td>Fire Pension</td>
<td>700</td>
<td>9,333,500</td>
</tr>
<tr>
<td>Police Pension</td>
<td>705</td>
<td>12,876,500</td>
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<tr>
<td><strong>Total All Funds</strong></td>
<td></td>
<td><strong>$ 319,155,950</strong></td>
</tr>
<tr>
<td>Description</td>
<td>Amount</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
<td>----------</td>
<td></td>
</tr>
<tr>
<td>TOTAL BASELINE PROPOSED REVENUES (General Fund)</td>
<td>$110,921,062</td>
<td></td>
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<tr>
<td>TOTAL BASELINE PROPOSED EXPENDITURES (General Fund)</td>
<td>$115,775,575</td>
<td></td>
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<tr>
<td>TOTAL BASELINE SURPLUS/Deficit (General Fund - baseline)</td>
<td>$(4,854,513)</td>
<td></td>
</tr>
<tr>
<td>Crown Debt Service</td>
<td>$1,000,000</td>
<td></td>
</tr>
<tr>
<td>Contribution to General Fund Reserve</td>
<td>$1,500,000</td>
<td></td>
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<tr>
<td>Total Deficit</td>
<td>$(7,354,513)</td>
<td></td>
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<tr>
<td>BBWS PROPOSED REVENUE ADJUSTMENTS</td>
<td>$4,965,808</td>
<td></td>
</tr>
<tr>
<td>BBWS PROPOSED EXPENSE ADJUSTMENTS</td>
<td>$(2,631,702)</td>
<td></td>
</tr>
<tr>
<td>TOTAL REVISED PROPOSED REVENUES</td>
<td>$115,886,870</td>
<td></td>
</tr>
<tr>
<td>TOTAL REVISED PROPOSED EXPENSES</td>
<td>$115,643,873</td>
<td></td>
</tr>
<tr>
<td>PROPOSED 2019 BUDGET SURPLUS (DEFICIT)</td>
<td>$242,997</td>
<td></td>
</tr>
</tbody>
</table>

**Proposed Revenue Adjustments**

- **Real Estate Transfer Tax Increase (over $1.5 million)**: $700,000
- **Property Tax**
  - Washington-National TIF Closure Property Tax Revenue (rate unchanged): $628,759
  - 2% Increase to City property tax levy: $820,000
- **Parking**
  - General Fund Parking Revenue
    - Residential Parking Permit Rate - $15 increase ($15 to $30): $100,000
    - Expired meter ticket increase - $5 increase ($20 to $25): $90,000
    - Add two Parking Enforcement Officers (3/1/19) - increased ticket revenue: $300,000
  - Parking Fund Revenue (split 50/50 with General Fund)
    - Increase hourly parking deck fees: $195,000
    - Increase Sherman Ave. Garage monthly permit fee: $74,250
    - Increase surface parking lot monthly permit fee - $30 increase ($60 to $90): $116,640
    - Sunday Parking Meters - Enforced 1 pm-9 pm (starting 3/1/19): $130,000
    - Increased Parking Meter by Commuter Lots $0.25 per hour ($0.25 to $0.50, starting 3/1/19): $56,500
- **Building Permits/Fees**
  - New Fee for Expediting Planning & Zoning Review: $40,000
  - New Fee for Expediting Building Permits: $30,000
  - New Business License Registration Fee: $15,000
  - Vacation Rental Permit and Administration: $80,000
- **Parks Revenues**
  - Stop operating Gibbs-Morrison Cultural Center: $(55,000)
  - Fleetwood-Jourdain Theatre - Fundraising Revenue: $10,000
- **Other Revenue**
  - Wheel Tax Increase - $10 increase (Passenger from $75 to $85): $175,000
  - Transportation network tax increase from $0.20 to $0.45 per ride (exempt carpool and ADA rides): $280,000
  - Increase boat rack & launch fees: $14,500
  - New Block Party Permit - $70 per block party: $(12,600)
  - Increase Moving Vans Permit Fee - $20 increase ($100 to $120): $7,000
  - Dumpster Fees - current $1.50/linear foot/week increase to $2 with a minimum of $100: $(18,000)
  - Increase transfer from Water Fund for Morton Grove/Niles water sales: $250,000
  - Increase transfer from Sewer Fund (Administrative Expenses): $(100,000)
  - Contract out Crossing Guards (Increased Revenue from Parking Enforcement Officers): $200,000
  - Grant for Body Camera software and storage: $34,000
  - Reduction in Vital Records revenue due to shortened hours: $(16,000)
  - Decrease in Cell Phone citations (July 1 will transfer to Cook County): $(40,000)
  - Decrease in Parks Grant from YOU: $(40,000)
  - Elimination of World Arts and Music Festival: $(32,841)
  - Stop reimbursement of electric / telecommunications tax to school districts: $40,000
  - Increase Film Permit Fees: $8,000
  - Increase in Ambulance Fee (from insurance company billing): $400,000
  - Transfer from Special Assessment Fund (One-time Transfer): $500,000

**Total Revenue Adjustments**: $4,965,808
### Proposed Expense Adjustments

#### City Manager’s Office

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elimination of Cultural Arts Coordinator - Personnel cost</td>
<td>(125,000)</td>
</tr>
<tr>
<td>Elimination of Cultural Arts Administration - Program cost</td>
<td>(50,000)</td>
</tr>
<tr>
<td>Elimination of CMO Admin Assistant</td>
<td>(92,570)</td>
</tr>
<tr>
<td>Elimination of Accountant</td>
<td>(100,000)</td>
</tr>
<tr>
<td>Elimination of Administrative Adjudication Aide (Vacant)</td>
<td>(58,000)</td>
</tr>
<tr>
<td>Reduction to Administrative Adjudication Judges (due to loss of cell phone citations)</td>
<td>(10,000)</td>
</tr>
<tr>
<td>Elimination of Budget and Finance Manager</td>
<td>(159,758)</td>
</tr>
<tr>
<td>Addition of Budget Coordinator position</td>
<td>115,000</td>
</tr>
<tr>
<td>Additional Funding for Debt Collection</td>
<td>30,000</td>
</tr>
<tr>
<td>Transfer to Fire Pension Fund - Lauterbach &amp; Amen contract (pension administration)</td>
<td>20,000</td>
</tr>
</tbody>
</table>

#### Law Department

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elimination of Legal Analyst/Liquor License Manager</td>
<td>(130,565)</td>
</tr>
<tr>
<td>Addition of Paralegal</td>
<td>84,500</td>
</tr>
</tbody>
</table>

#### Administrative Services

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elimination of Facilities Maint Worker I (Vacant)</td>
<td>(78,000)</td>
</tr>
<tr>
<td>Elimination of Junior Mechanic 0.5 FTE (Vacant -- reduction of transfer to Fleet Fund)</td>
<td>(24,800)</td>
</tr>
<tr>
<td>Elimination of Fleet Operations Coordinator (reduction of transfer to Fleet Fund)</td>
<td>(100,925)</td>
</tr>
<tr>
<td>Addition of Full-Time Mechanic (additional transfer to Fleet Fund)</td>
<td>87,500</td>
</tr>
<tr>
<td>Elimination of Payroll / Pension Specialist</td>
<td>(120,000)</td>
</tr>
<tr>
<td>Addition of 0.53 FTE Payroll Clerk</td>
<td>44,512</td>
</tr>
<tr>
<td>Additional funding for facility &amp; building maintenance materials</td>
<td>100,000</td>
</tr>
<tr>
<td>Credit monitoring employee benefit</td>
<td>20,000</td>
</tr>
<tr>
<td>Move funding of Management Analyst to Parking Fund</td>
<td>(108,537)</td>
</tr>
<tr>
<td>Increase in cost of Google renewal</td>
<td>50,000</td>
</tr>
<tr>
<td>Vehicle leasing (reduction of transfer to Equipment Replacement Fund)</td>
<td>(25,000)</td>
</tr>
<tr>
<td>Increase in cost of outdoor security camera maintenance</td>
<td>35,000</td>
</tr>
<tr>
<td>Contract out Crossing Guards</td>
<td>150,000</td>
</tr>
<tr>
<td>Add two Parking Enforcement Officers</td>
<td>180,000</td>
</tr>
</tbody>
</table>

#### Community Development

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduce Planning Service Agreements and Consulting Services</td>
<td>(65,000)</td>
</tr>
<tr>
<td>Addition of 1 FTE Customer Service Representative</td>
<td>80,528</td>
</tr>
<tr>
<td>Addition of Planner 1 Position</td>
<td>80,528</td>
</tr>
<tr>
<td>Additional cost of reorganization for Planning &amp; Zoning Division</td>
<td>5,000</td>
</tr>
<tr>
<td>Downtown Evanston reduction (General Fund portion)</td>
<td>(28,000)</td>
</tr>
<tr>
<td>Elimination of Storefront Modernization Program</td>
<td>(75,000)</td>
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</tbody>
</table>

#### Health and Human Services

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduce Mental Health Board Funding (currently at $734,372)</td>
<td>(250,000)</td>
</tr>
<tr>
<td>Elimination of 3 FTE Human Services Advocates (Victim advocates) - 1 Vacant</td>
<td>(258,000)</td>
</tr>
<tr>
<td>Addition of Contract for 24/7 crisis response to domestic violence crime victims</td>
<td>150,000</td>
</tr>
<tr>
<td>Elimination of Vital Records Clerk</td>
<td>(64,000)</td>
</tr>
<tr>
<td>Vital Records Services - Program costs</td>
<td>(17,197)</td>
</tr>
<tr>
<td>Elimination of Communicable Disease Surveillance Specialist</td>
<td>(112,706)</td>
</tr>
<tr>
<td>Elimination of Public Health Educator</td>
<td>(88,527)</td>
</tr>
<tr>
<td>Elimination of Assistant Director (vacant)</td>
<td>(160,000)</td>
</tr>
<tr>
<td>Add Senior Management Analyst Position</td>
<td>105,000</td>
</tr>
</tbody>
</table>

#### Police Department

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elimination of Police Commander (Vacant)</td>
<td>(168,387)</td>
</tr>
<tr>
<td>Addition of Civilian Community Engagement Specialist</td>
<td>100,000</td>
</tr>
<tr>
<td>Elimination of Court Liaison (non-sworn, vacant)</td>
<td>(100,000)</td>
</tr>
<tr>
<td>Elimination of Police Video Records Specialist (Vacant)</td>
<td>(61,000)</td>
</tr>
<tr>
<td>Elimination of 5 Police Officer Positions</td>
<td>(541,000)</td>
</tr>
<tr>
<td>Hold 4 Police Officer Positions Vacant</td>
<td>(444,000)</td>
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<tr>
<td>Increase in Police Overtime Budget</td>
<td>100,000</td>
</tr>
<tr>
<td>Increase to Animal Shelter Operating Expenses</td>
<td>35,000</td>
</tr>
<tr>
<td>Increase DUI Expense</td>
<td>15,000</td>
</tr>
<tr>
<td>COLA Increase to overtime and payout expenses</td>
<td>41,000</td>
</tr>
<tr>
<td>Replace Police Dog (current dog scheduled to retire in 2019)</td>
<td>15,000</td>
</tr>
<tr>
<td>Elimination of un-reimbursed overtime for police during NU games (football only)</td>
<td>(84,000)</td>
</tr>
<tr>
<td>Northwestern Police Overtime - $12,000 per game not reimbursed, 7 home in 2019</td>
<td>(84,000)</td>
</tr>
<tr>
<td>Northwestern Dillo Day - Police Overtime not reimbursed - $7,000</td>
<td>(7,000)</td>
</tr>
<tr>
<td>Annual Body Camera software and storage</td>
<td>311,072</td>
</tr>
<tr>
<td><strong>Fire Department</strong></td>
<td></td>
</tr>
<tr>
<td>--------------------</td>
<td></td>
</tr>
<tr>
<td>Reduce Fire community engagement programs</td>
<td>(25,724)</td>
</tr>
<tr>
<td>Eliminate / Close Fire Station 4 (reduction of 1 FTE and 8 vacancies)</td>
<td>(1,784,750)</td>
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<tr>
<td>Hold 4 Firefighter/Paramedic Positions Vacant</td>
<td>(571,052)</td>
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<tr>
<td>Increase in Fire Overtime Budget</td>
<td>224,680</td>
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<tr>
<td>Fire Department Cost Study</td>
<td>20,000</td>
</tr>
<tr>
<td><strong>Parks, Recreation and Community Services</strong></td>
<td></td>
</tr>
<tr>
<td>Eliminate World Arts and Music Festival</td>
<td>(55,000)</td>
</tr>
<tr>
<td>Reorganization of Parks Staff</td>
<td>(113,495)</td>
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<tr>
<td>Stop operating Gibbs Morrison Cultural Center</td>
<td>(226,682)</td>
</tr>
<tr>
<td>Overtime for beaches and aquatic camps - Parks</td>
<td>25,000</td>
</tr>
<tr>
<td><strong>Public Works Agency</strong></td>
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<tr>
<td>Elimination of 2 FTE PW Maintenance Worker II - Streets Division</td>
<td>(189,000)</td>
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<tr>
<td>Elimination of PWA .5 FTE Part-time clerk</td>
<td>(35,000)</td>
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<tr>
<td><strong>City Wide</strong></td>
<td></td>
</tr>
<tr>
<td>Reduction of terminating sick payouts - Non-Union</td>
<td>(75,000)</td>
</tr>
<tr>
<td>No General Wage Increase (GWI) for non-union employees - General Fund</td>
<td>(345,440)</td>
</tr>
<tr>
<td>No GWI for AFSCME Employees - General Fund</td>
<td>(324,334)</td>
</tr>
<tr>
<td>No GWI for FOP - Officers - General Fund</td>
<td>(390,511)</td>
</tr>
<tr>
<td>No GWI for FOP - Sergeants - General Fund</td>
<td>(66,428)</td>
</tr>
<tr>
<td>No GWI for IAFF Employees - General Fund</td>
<td>(271,469)</td>
</tr>
<tr>
<td>Training and Travel Reductions</td>
<td>(25,000)</td>
</tr>
<tr>
<td>Reduce Cell Phone Allowances by 25%</td>
<td>(10,000)</td>
</tr>
<tr>
<td>Increase in employee portion of healthcare (Non-Union Only)</td>
<td>(12,500)</td>
</tr>
<tr>
<td>Increase transfer to Insurance Fund</td>
<td>500,000</td>
</tr>
</tbody>
</table>

| **Total Expense Adjustments** | $ (2,631,702) |

<table>
<thead>
<tr>
<th><strong>Above the Line Changes to Other Funds</strong></th>
<th><strong>Revenue Increase</strong></th>
<th><strong>Expense Changes</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>No GWI for Non-Union Employees - Other Funds</td>
<td>(101,300)</td>
<td></td>
</tr>
<tr>
<td>No GWI for Union Employees - Other Funds</td>
<td>(218,200)</td>
<td></td>
</tr>
<tr>
<td><strong>Solid Waste Fund</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Refuse Pickups - from $60 to $100 (Solid Waste Fund)</td>
<td>120,000</td>
<td></td>
</tr>
<tr>
<td><strong>Parking Fund</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Addition of Parking Specialist</td>
<td>87,000</td>
<td></td>
</tr>
<tr>
<td>Parking Division Reorganization</td>
<td>20,000</td>
<td></td>
</tr>
<tr>
<td>Move Management Analyst from General Fund</td>
<td>108,537</td>
<td></td>
</tr>
<tr>
<td>Increase hourly parking deck fees</td>
<td>195,000</td>
<td></td>
</tr>
<tr>
<td>Increase Sherman Ave. Garage monthly permit fee</td>
<td>74,250</td>
<td></td>
</tr>
<tr>
<td>Increase surface parking lot monthly permit fee - $30 increase ($60 to $90)</td>
<td>116,640</td>
<td></td>
</tr>
<tr>
<td>Sunday Parking Meters - Enforced 1 pm-9 pm (starting 3/1/19)</td>
<td>130,000</td>
<td></td>
</tr>
<tr>
<td>Increased Parking Meter by Commuter Lots $0.25 per hour ($0.25 to $0.50)</td>
<td>56,500</td>
<td></td>
</tr>
<tr>
<td>Increased Parking Meters Citywide - $1 to $1.50/hour (starting 3/1/19)</td>
<td>877,500</td>
<td></td>
</tr>
<tr>
<td>Waiver of convenience fee for maximum time on parking app</td>
<td>30,000</td>
<td></td>
</tr>
<tr>
<td>Increased parking meter revenue due to maximum time charges</td>
<td>30,000</td>
<td></td>
</tr>
<tr>
<td><strong>Parking Fund Total</strong></td>
<td>1,479,890</td>
<td>245,537</td>
</tr>
</tbody>
</table>
To: Honorable Mayor Hagerty and Members of the City Council

From: Budget Team

Subject: 2019 Proposed Budget

Date: November 13, 2018

Question:
Can you provide more details about proposed ambulance fee increase and its impact on people with financial hardships?

Response:
The City of Evanston staff, while analyzing rates to be more competitive in the market, and trying to generate revenues by closing the gap between cost of providing for the ambulance service and fees charged, proposed an increase to ambulance fees. The City Council passed the previous amendment to the ordinance on August 31, 2015.

This fee increase will not adversely affect city residents or persons with financial hardships for their out of pocket expenses. This will also not impact any persons with Medicare/Medicaid. Staff has added to the proposed ordinance the following language:

“The City Manager may waive or reduce the fees charged in Section 9-2-3 if the individual demonstrates financial hardship. Waiver or reduction in fees shall create a precedent and performed at his/her sole discretion.”

The proposed fee increase will be reviewed again by the Administration and Public Works Committee on November 26, 2018. It is currently included as part of the budget balancing worksheet to be approved by City Council on November 19, contingent upon final approval of the ordinance at the following City Council meeting.

Per the proposed increase, there will be one fee of $1,500. Following is a table with ambulance fees and mileage charged by some of the other fire departments.
The table below demonstrates the proposed fee increase mainly coming from Insurance companies.

### Evanston Rate Analysis

#### Proposed Rate Analysis

<table>
<thead>
<tr>
<th></th>
<th>RESIDENTS</th>
<th>NON RESIDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Average Increase Charge Amount</td>
<td>Total Calls</td>
</tr>
<tr>
<td></td>
<td>$879.33</td>
<td>651</td>
</tr>
<tr>
<td>RESIDENTS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Insurance</td>
<td>$716.67</td>
<td>294</td>
</tr>
<tr>
<td>Patient</td>
<td>$716.67</td>
<td>238</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$1,510</td>
<td>1,563</td>
</tr>
</tbody>
</table>

Estimated Additional Revenue $620,295.15
Less prior payments from residents $90,383.24
Net estimated additional revenue $529,911.91