CITY COUNCIL REGULAR MEETING

CITY OF EVANSTON, ILLINOIS
LORRAINE H. MORTON CIVIC CENTER
JAMES C. LYTTLE COUNCIL CHAMBERS
Monday, September 23, 2019

Administration & Public Works (A&PW) Committee meets at 6 p.m.
Planning & Development Committee (P&D) meets at 6:45 p.m.
City Council meeting will convene at conclusion of the P&D Committee meeting.

ORDER OF BUSINESS

(I) Roll Call – Begin with Alderman Wilson

(II) Mayor Public Announcements and Proclamations
Recognition of City Manager Wally Bobkiewicz

(III) City Manager Public Announcements

(IV) Communications: City Clerk

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

SPECIAL ORDERS OF BUSINESS

(SP1) Application for Appeal to City Council of the Preservation Commission Decision Denying Certificate of Appropriateness for 2404 Ridge Avenue

Staff recommends that the City Council continue consideration of whether to accept the appeal of the Preservation Commission’s decision denying the Certificate of Appropriateness for 2404 Ridge Avenue until the October 14, 2019 meeting of the City Council. The appellants have stated that they will be out of the country on September 23, 2019. The City Council may make a motion to accept the application for appeal. If a motion is made and adopted, the City Council shall affirm, modify or reverse the decision of the Preservation Commission within forty-five (45) days. If no motion to accept the application for appeal is made, the decision of the Commission shall be final.

For Action

(SP2) City Manager Search Firm

Staff recommends City Council approval of a contract with GovHR USA executive recruitment firm (630 Dundee Rd., Northbrook, IL 60062) in the amount of 23,500 to conduct the recruitment process for the next City Manager for the City of Evanston. Funding is from HR’s Recruitment budget, 100.19.1929.62512. The current budget balance is $20,029. One third of the recruitment fee is due upon the acceptance of the proposal, one third is due when a list of candidates is forwarded to the City for consideration, and the remaining one third is due when the recruitment is completed (in 2020).

For Discussion

(VII) Consent Agenda and Report of Standing Committees:
Administration & Public Works - Alderman Braithwaite
Planning & Development - Alderman Rue Simmons
Human Services - Alderman Fiske
Rules Committee - Alderman Revelle
Economic Development - Alderman Rue Simmons

CONSENT AGENDA

(M1) Approval of Minutes of the Regular City Council Meeting of September 9, 2019
For Action

ADMINISTRATION & PUBLIC WORKS COMMITTEE

(A1) Payroll – August 19, 2019 through September 1, 2019 $2,715,957.13
For Action
(A2) Bills List – September 24, 2019 $5,284,553.50

For Action

(A3) **Sole-Source Purchase of Parking Business Analytics and Garage Capacity Signs from Automated Parking Technologies**

Staff recommends City Council approval of a sole-source purchase of parking business analytics and garage capacity signs from Automated Parking Technologies (500 W 18th Street, Chicago, IL 60616). The purchase includes the platform for data collection, analysis and reporting of available parking in connection with Smarking, as well as the fabrication and installation of signs for a total of $147,876. Capacity signs would be installed at the entrances to the City’s 3 garages and on two of the surrounding streets of the downtown area. Based on the vendor’s previous experience with the analytics and signage, staff estimates that the project will pay for itself within 2 years of implementation due to better utilization of garages spaces. $250,000 in CIP funds are reserved for the project (Account 505.19.7005.65515 project # 619003 - Church/Maple/Sherman Garage - Capacity Signs).

For Action

(A4) **Sole-Source Renewal with Google Premium Partner, Daston Corporation for the G Suite License Agreement**

Staff recommends the City Council authorize the City Manager to proceed with the renewal of a sole-source agreement with a Google Premier Partner, Daston Corporation (19 E Market St #LL01 Leesburg, VA 20176-3004). The total cost of purchase is $96,804.50 for G Suite Enterprise Licenses for hosted email, application suite and Tier 1 G Suite Help Desk Support. This represents a 40% decrease in the cost per year from the renewal quote first received by the City. Total savings realized are estimated at $128,391 over the course of two years. The agreement is for one year with an option to renew for one additional year. The funding for this project will derive from the 2019 Information Technology Division IT Computer Software Fund (Account 100.19.1932.62340).

For Action

(A5) **Approval of the Purchase of Replacement Fire Engine from Global Emergency Products**

Staff requests City Council authorize the City Manager to enter into a contract with Temco Machinery dba Global Emergency Products (“Global”) (2600 American Drive P.O. Box 2017, Appleton, WI 54912) for the design and fabrication of a replacement fire engine in the amount of $659,200. The fire engine will be delivered in the fall of 2020. As an alternative, if staff receives Council approval, Global will accept a reduced payment of $648,105 to be paid in full on February 1, 2020.

For Action
(A6) **Approval of a Change Order with Teska Associate Contract for RFP 18-51 Central Street SSA Feasibility Study**

Staff recommends City Council approval for the change order to the Teska Associates contract for RFP 18-51 Central Street SSA Feasibility Study in the amount of $9,755.60.

**For Action**

(A7) **Resolution 93-R-19, Authorizing the Execution of an Employment Contract with Erika Storlie to Serve as Interim City Manager for the City of Evanston**

Staff recommends City Council adoption of Resolution 93-R-19, authorizing the execution of an employment contract with Erika Storlie to serve as Interim City Manager for the City of Evanston. On September 16, 2019, the City Council met in Executive Session to discuss, review and approve the terms of the contract.

**For Action**

(A8) **Resolution 86-R-19, Adopting Outside Counsel Litigation Procedures and Billing Guidelines**

City staff recommends City Council adoption of Resolution 86-R-19, to approve Outside Counsel Litigation Procedures and Billing Guidelines.

**For Action**

(A9) **Resolution 30-R-19, Authorizing the City Manager to Execute a Gift Agreement and a Use Agreement with Chicago Young Americans Hockey Organization for the Donation to the New Robert Crown Community Center**

Staff recommends City Council adoption of Resolution 30-R-19 authorizing the City Manager to execute a Gift Agreement and a Use Agreement with Chicago Young Americans (CYA) (543 North Avenue, Libertyville, IL 60048) for partial naming rights to Rink 1 at the new Robert Crown Community Center and a Use Agreement outlining terms of rink rental. Revenue from the gift agreement will be deposited into the Crown Construction Fund (Account 416.40.4160.56011 - Donations) via Friends of Robert Crown. Revenue from the user agreement will be deposited into General Fund Revenue (Account 100.30.3030.53565 - Recreation Program Fees).

**For Action**
(A10) **Resolution 32-R-19, Authorizing the City Manager to Execute a Gift Agreement and a Use Agreement with Evanston Youth Hockey Association (EYHA) for the Donation to the New Robert Crown Community Center**

Staff recommends City Council adoption of Resolution 32-R-19 authorizing the City Manager to execute a Gift Agreement with Evanston Youth Hockey Association (EYHA) (P.O. Box 149, Evanston, IL 60201) for partial naming rights to Rink 1 at the new Robert Crown Community Center and a Use Agreement outlining terms of rink rental. Revenue from the gift agreement will be deposited into the Crown Construction Fund (Account 416.40.4160.56011 - Donations) via Friends of Robert Crown. Revenue from the user agreement will be deposited into General Fund Revenue (Account 100.30.3030.53565 - Recreation Program Fees).

**For Action**

(A11) **Resolution 90-R-19, Authorizing a Three-Year Lease Agreement with North Shore Senior Center for Room G205 at the Morton Civic Center**

Staff recommends City Council adoption of Resolution 90-R-19, authorizing the City Manager to negotiate the lease of office space with North Shore Senior Center (NSSC) at the rate of $563.00 per month for three (3) years beginning October 1, 2019 for Room G205 in the Lorraine H. Morton Civic Center.

**For Action**

(A12) **Resolution 91-R-19, Authorizing the City Manager to Enter into a Three Month Lease Agreement for Studio B11 at the Noyes Cultural Arts Center**

Staff recommends City Council adoption of Resolution 91-R-19 authorizing the City Manager to enter into an agreement for a three (3) month lease term with new tenant Rimma Mitchell, an Evanston resident, to lease vacant studio B-11 at the Noyes Cultural Arts Center. Revenues are deposited into the Noyes Cultural Arts Business Unit (Account 100.30.3710.53565).

**For Action**
(A13) **Resolution 92-R-19, Authorizing the City Manager to Execute an Agreement with Hoffman House Catering for Senior Meal Food Programs at the Levy Center and Fleetwood-Jourdain Community Center**

Staff recommends City Council adoption of Resolution 62-R-19 authorizing the City Manager to execute a new contract between the City of Evanston and Hoffman House Catering (1530 Hubbard Avenue, Batavia, IL) to provide a senior meal congregate program at the Levy Senior Center and Fleetwood-Jourdain Community Center for a period of October 1, 2019 through September 30, 2020 in the not-to-exceed amount of $4.80 per lunch meal. Total meal program contract value is projected at $43,543.00. This is a reimbursement meal program in which the total amount of reimbursement the City will receive and expenses is solely dependent upon the number of lunches served and varies depending on the levels of participation. The program will be reimbursed through a grant from Age Options, the regional coordinator of federal funds dispersed for programs in the Older Americans Act and donations received from attendees at the meal program. The City’s estimated reimbursement is calculated using the highest daily participation level stated in our application. Funding for this program is budgeted in the Fleetwood-Jourdain and Levy Center meal program expenditure accounts.

**For Action**

(A14) **Ordinance 111-O-19, Amending Title 10, Chapter 11, Section 10, Schedule X(F)1 “Residential Exemption Parking District B”**

Staff, per Alderman Fiske’s request, recommends City Council adoption of Ordinance 111-O-19, amending Title 10, Chapter 11, Section 10, Schedule X(F)1 “Residential Exemption Parking District B.” This Ordinance will add three homes, 400/406/412 Clark Street and homes from 1430 Sheridan Road to Davis Street to the Residential Parking District B.

**For Introduction**

(A15) **Ordinances 107-O-19 and 108-O-19, Proposing the Establishment of a Special Service Area No. 7 and No. 8 in the City of Evanston, Illinois and Providing for a Public Hearing and Other Related Procedures**

Staff recommends the City Council adoption of Ordinances 107-O-19 and 108-O-19 proposing the establishment of two Special Service Areas (SSA #7 and SSA #8) for commercial properties located in the merchant district along Central Street. A West Central Street district would be located between Central Park Avenue on the west and Ewing Ave. on the east. An East Central Street district would be located between Hartrey on the west, Eastwood on the east, Isabella on the north and Simpson on the south. Two SSAs are recommended based on community feedback during the SSA feasibility study period. **Staff recommends suspension of the rules for Introduction and Action at the September 23, 2019 City Council meeting to enact the SSAs to allow tax collections beginning January 1, 2020.**

**For Introduction and Action**
(A16) **Ordinance 109-O-19, Proposing the Extension of Special Service Area No. 4 in the City of Evanston, Illinois and Providing for a Public Hearing and Other Related Procedures**
Staff recommends the City Council approve Ordinance 109-O-19 proposing the extension of Special Service Area #4 for properties located in downtown Evanston generally bound by Emerson, Ridge, Grove and Chicago Avenue and establishing a public hearing date. **Staff recommends suspension of the rules for Introduction and Action at the September 23, 2019 City Council meeting to enact the SSAs to allow tax collections beginning January 1, 2020.**
For Introduction and Action

(A17) **Ordinance 89-O-19, Amending the Municipal Retailers Occupation Tax to Increase the Rate Assessed from 1.0% to 1.25%**
Staff recommends City Council adoption of Ordinance 89-O-19, amending the municipal retailer’s occupation tax (home rule sales tax) to increase the rate assessed from 1.0% to 1.25%. The additional revenue from this rate increase would be deposited in the City’s General Fund.
For Action

(A18) **Ordinance 88-O-19, Amending Section of Title 10, Chapter 11, Schedule 12 “Parking Meter Zones” adding a Portion of Madison Street**
The Transportation & Parking Committee, as well as City staff, recommends City Council adoption of Ordinance 88-O-19, amending Section of Title 10, Chapter 11, Schedule 12 “Parking Meter Zones”, adding the North side of 600 Madison Street, from Chicago Avenue to Custer Avenue. Enforcement will be from 8am - 9pm and will have a rate of $.50 per hour.
For Action

(A19) **Ordinance 94-O-19, Amending Portions of City Code Sections 10-11-10 “Schedule X(C); Two-Hour Limited Parking”**
The Transportation & Parking Committee recommends City Council adoption of Ordinance 94-O-19, amending portions of City Code Sections 10-11-10 “Schedule X(C); Two-Hour Limited Parking.” This Ordinance allows for 2 hour parking from 9:00 a.m. to 6:00 p.m. on the west side of Dodge Avenue from Church Street to the first alley north thereof.
For Action

(A20) **Ordinance 84-O-19, Amending Title 10, Chapter 11, Section 10, Schedule X(C) “Two Hour Limited Parking”**
The Transportation & Parking Committee recommends City Council adoption of Ordinance 84-O-19, amending Title 10, Chapter 11, Section 10, Schedule X(C) “Two Hour Limited Parking.” This Ordinance will allow for 2-hour parking on the east side of Maple Avenue from Garnett Place to Foster Street.
For Action
(A21) **Ordinance 85-O-19, Amending Title 10, Chapter 11, Section 10, Schedule X(F)8 “Residential Exemption Parking District G”**

The Transportation & Parking Committee recommend City Council adoption of Ordinance 85-O-19, amending Title 10, Chapter 11, Section 10, Schedule X(F)8 “Residential Exemption Parking District G.” This Ordinance will add the three spaces west of Maple on the north side of Foster Street to District G.

**For Action**

(A22) **Ordinance 91-O-19, Amending Various Sections of Title 10, Chapter 11 Pertaining to City of Evanston Parking Lots**

Staff recommends City Council adoption of Ordinance 91-O-19, amending various portions of Title 10, Chapter 11 pertaining to City of Evanston Parking Lots. The Ordinance will remove Lot 32’s 13 meters (825 Hinman Avenue) as all spaces within the lot are being converted to permit only, add Lot 68 and its 13 spaces (717-719 Howard Street) as construction is complete on the new lot, and various other amendments to bring the City Code up to date with previous parking rate and hour changes.

**For Action**

(A23) **Ordinance 87-O-19, Proposing Consideration of Scheduling of Dates for a Joint Review Board Meeting and a Public Hearing to Consider a Proposed First Amendment to the Howard and Ridge TIF District Redevelopment Plan and Project**

Staff recommends City Council approve Ordinance 87-O-19 establishing dates for Howard Ridge TIF amendment Public Hearing and Joint Review Board Meeting.

**For Action**

**PLANNING AND DEVELOPMENT COMMITTEE**

(P1) **Landlord-Tenant Services with Metropolitan Tenants Organization & Lawyers’ Committee for Better Housing**

The Housing and Homelessness Commission and staff recommend approval of renewal contract with Metropolitan Tenants Organization (MTO) and Lawyers’ Committee for Better Housing (LCBH) in the not-to-exceed amount of $70,000 for landlord-tenant services. The funding source is the City’s Affordable Housing Fund, 250.21.5465.65497, Landlord-Tenant services. The Affordable Housing Fund currently has a cash balance of approximately $900,000.

**For Action**
(P2) **Ordinance 115-O-19, Granting the YWCA a Special Use Permit for a Planned Development Located at 1215 Church Street and 1726-1730 Ridge Avenue in the R4 General Residential District**

The Plan Commission, Preservation Commission, and staff recommend adoption of Ordinance 115-O-19 for approval of a Special Use to expand a Community Center – Public and a Recreation Center – Public and for a Planned Development to demolish two single family residence-style structures and construct a two-story entrance addition abutting the south façade of the existing YWCA building and a four-story domestic violence shelter abutting the north façade of the existing YWCA building. The proposal includes the following Site Development Allowances: 1) Parking Location: Propose parking spaces within the required front yard setback (fronting Church St.) where parking is not permitted in front yards; 2) Loading Berth Location: Propose two loading berths within the west interior side yard setback where loading berths are permitted within the building envelope only; 3) Impervious Surface Coverage: Propose 75.5% impervious surface coverage where a maximum 55% is allowed; 4) Building Height: Propose 4 stories at 42.4’ height for a flat roof where a maximum 2.5 stories or 35’ to the peak for a sloped roof is allowed; 5) Unenclosed Loading Berth: Propose 2 open loading berths within the side yard/front yard where open loading berths are only permitted within a rear yard.

For Introduction

(P3) **Ordinance 105-O-19, Application for Major Zoning Relief to Expand a Legally Nonconforming Structure at 3101 Central Street**

City staff and the Zoning Board of Appeals recommend City Council adoption of Ordinance 105-O-19, granting major zoning relief to expand a legally nonconforming structure by constructing a 580 sq. ft. one-story garage bay enclosure. The applicant requests to expand the legally nonconforming use for an Automobile Repair Service Establishment and an Automobile Body Repair Establishment where said uses are not eligible permitted or special uses in the R4 General Residential District or an eligible Active Ground Floor Use in the oCSC Central Street Overlay District. The applicant also requests the addition of zero parking spaces where one additional parking space is required due to the expansion, for a total of 11 legal on-site parking spaces where 12 parking spaces are required.

For Introduction

(P4) **Ordinance 106-O-19, Granting a Special Use Permit for Daycare Center – Domestic Animal, and Kennel at 1245 Hartrey Avenue**

The Zoning Board of Appeals and City staff recommend City Council adoption of Ordinance 106-O-19 granting special use approval for a Daycare Center – Domestic Animal, and a special use for a Kennel, for Unleashed in Evanston, in the I2 General Industrial District. The applicant has complied with all zoning requirements, and meets all of the standards of a special use for this district.

For Introduction
(P5) **Ordinance 114-O-19, Granting a Special Use Permit for a Planned Development Located at 1012-1018 Church Street in the D3 Downtown Core Development District**

The Plan Commission and staff recommend adoption of Ordinance 114-O-19 for approval of a Special Use for a Planned Development in the D3 Downtown Core Development District to construct a 3-story, 37,800 square foot Cultural Facility, a live theater performance venue, with a 289-seat main stage and a building height of 41 feet. The development includes site development allowances for the following: 1) Number of parking spaces: 0 spaces where 32 are required; 2) Street frontage property line setback: 2 feet at the first floor where 0 feet is required up to a minimum building height of 24 feet but not more than 42 feet.

For Introduction

### ECONOMIC DEVELOPMENT COMMITTEE

(O1) **Resolution 89-R-19, Authorizing the City Manager to Execute a Grant Agreement with Mudlark Theater, NFP to Provide Funding for the Equity in the Arts Hiring Program**

The Economic Development Committee recommends City Council adoption of Resolution 89-R-19, authorizing the City Manager to execute a grant agreement with Mudlark Theater, NFP to provide funding for the Equity in the Arts Hiring Program for a second and final year at a total cost of $25,000. Staff recommends utilizing the Economic Development Workforce Development Fund (Account 100.21.5300.62663). The approved 2019 Fiscal Year Budget allocated $100,000 to this account. To date, $12,602.10 has been spent, leaving a remaining balance of $87,397.90.

For Action

### APPOINTMENTS

(APP1) **Parks, Recreation and Community Services Board - Patricia Gregory**

A 60-year resident of Evanston, Patricia Gregory is a physical education teacher for Evanston/Skokie School District 65. She has served as president of the Evanston/Skokie PTA Council, educational chairperson for Foster Park Neighbors, and co-president of the West End Area Block Club. Patricia holds a master’s degree in special education and a bachelor’s degree in physical education, health and recreation.

(VIII) **Call of the Wards**

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

(IX) **Executive Session**

(X) **Adjournment**
MEETINGS SCHEDULED THROUGH SEPTEMBER 2019
Upcoming Aldermanic Committee Meetings

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<th>Date</th>
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<td>9/25/2019</td>
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<td>9/25/2019</td>
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<td>Economic Development Committee</td>
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<td>9/26/2019</td>
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<td>E-911 Telephone System Board</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.