1. **Call to Order / Declaration of Quorum**

2. **Citizen Comments**

3. **Approval of Meeting Minutes of August 28, 2019**

4. **Amending Title 10, Chapter 11, Section 12, Schedule XII (B) “Parking Meter Zones”** Adding Paid Parking on Greenwood Street between Chicago Avenue and Sherman Road – Action

5. **Amending Title 10, Chapter 11, Section 12, Schedule XII (B) “Parking Meter Zones”** Adding Paid Parking on South Boulevard from Chicago Avenue east to Driveway of 516 South Blvd - Action

6. **Adding Paid Parking on Sherman Avenue from the alley North of Main Street to the alley South of Washington** - Action

7. **Business District Parking Permits** – Action

8. **Sunday Bus Service** – Referral - Discussion

9. **Bicycles on Sidewalks** – Referral - Discussion

10. **ADJOURNMENT**

    Next Meeting: OCTOBER 23, 2019 at 6:00pm
TRANSPORTATION AND PARKING COMMITTEE
Wednesday, August 28, 2019
6:00 P.M. – 7:30 P.M.
Lorraine H. Morton Civic Center
Room 2404, Evanston, IL 60201

MEMBERS PRESENT:  Ald. Fleming, Ald. Wynne, A. Añón, B. J. Miller, B. Kaplan

MEMBERS ABSENT:  Ald. Revelle, T. Dubin

STAFF PRESENT:  Interim Parking Manager Mike Rivera, Transportation and Mobility Coordinator Jessica Hyink, Joanna Leonard

PRESIDING MEMBER:  Ald. Wynne

1. Call to Order / Declaration of Quorum
   Chairman Ald. Wynne declared a quorum at 6:05 P.M.

2. Citizen Comments
   None

3. Approval of Meeting Minutes of July 24, 2019
   Item 1
   Motion to approve made by Ald. Fleming and seconded by B.J. Miller
   A vote was called and taken. Motion passed unanimously (4-0) 1 abstain.

4. Low-Speed Electric Bicycles in the Public Right of Way – Action
   Transportation and Mobility Coordinator Jessica Hyink reviewed the various classifications of electric bicycles. She reviewed the staff recommendation updating City Code “Chapter 9 – Bicycles” to allow the operation of low-speed electric bicycles in the City’s public right of way, as provided in the Illinois Vehicle Code and as amended in the City of Chicago Municipal Code. This version of the ordinance would allow for the use of electric bicycles that are class one or class two. It would also simplify the rules around the Chicago border as there is a fair amount of crossover between the 2 cities

   Questions were raised by the committee were about how the public would be notified of the changes and which electric bicycles were legal in Evanston.

   Jessica talked about issuing press releases, newsletters, reaching out to local bicycle shops to help educate users. As well as using other education programs.
The current biking infrastructure issues were raised by the committee as an area that the City really needs to look at improving. Lighting issues were also brought up as a point of emphasis.

Item 2
Motion to approve staff recommendations made by Ald. Fleming and seconded by B.J. Miller
A vote was called and taken. Motion passed unanimously (5-0)

5. Transportation Network Provider Accessibility Data – Action
Transportation and Mobility Coordinator Jessica Hyink talked about how the current ordinance does not allow for the city to collect adequate data about wheelchair accessible (WAVs). Currently Evanston taxis do not provide this service inside Evanston but neighboring cities potentially do.

The recommendation is to update the requirements for Transportation Network Companies (TNC) to obtain data on the use of WAVs in Evanston. The intent of this update would be to gather better data to further analyze the demand for accessible vehicles within the City and develop goals and objectives to further expand mobility options for Evanston residents and visitors.

Item 3
Motion to recommend that the ordinance be changed to require accessibility data be provided by TNCs made by Ald. Wynne and seconded by Ald. Fleming. A vote was called and taken. Motion passed unanimously (5-0).

6. Amending Section of Title 10, chapter 11, Schedule 12 “Parking Meter Zones” adding a Portion of Madison St. – Action
Interim Parking Manager Michael Rivera spoke about making this area a paid parking area. The area currently has no regulations and with its proximity to the Main St CTA and Metra stations staff recognizes that this could be a prime area to implement a 12 hour limit parking zone. This would affect about 10-12 parking spaces on the North side of the 600 block of Madison. Mike talked about how the Parking Division is trying to identify areas that don’t have access to long term garages and provide on street parking for commuters in those areas. There was some discussion about how area residents are informed of the pending changes.

Item 4
Motion to approve adding to section title 10, Chapter 11, schedule 12 to add 600 block of Madison as a paid parking area by Ald. Fleming and seconded by B. Miller A vote was called and taken. Motion passed unanimously (5-0)

7. Updates
   A) Transportation
   Transportation and Mobility Coordinator Jessica Hyink gave an update on the Divvy Contract with Lyft. She stated that work is ongoing and she hopes to have a more information soon, she also emphasized that this new contract would make the program cost neutral for the City.
There was some discussion about how to handle dock less bicycles. Jessica talked about the different types of dock less solutions (including Lock-to and fully dock less). The pilot program recently completed in Chicago was discussed and it was noted how more problems were encountered when the Chicago pilot used fully dock less bicycles.

Alderman Fleming wanted to state for the record that the City as a whole focuses a lot on bicycles and bicycle accessibility, but the City does not seem to focus the same amount of time of people with other accessibility issues.

It was suggested that an item be brought back to the committee later this year to start up a discussion on what the City’s policy should be in regards to accessibility.

Transportation and Mobility Coordinator Jessica Hyink gave an update on a request received from Alderman Fiske to talk about bicycles on the sidewalk at a future meeting. Jessica plans on bringing this item to September’s meeting.

8. Adjournment
A Motion to adjourn was made by Ald. Fleming and 2nd by B.J. Miller at 7:10 P.M. A vote was called and then taken. Motion passed unanimously (5-0).

The next Committee Meeting is September 25, 2019.
Memorandum

To: Transportation & Parking Committee

From: Michael Rivera, Interim Parking Manager

Subject: Amending Title 10, Chapter 11, Section 12, Schedule XII(B) “Parking Meter Zones” Adding Paid Parking to Greenwood Street between Chicago Avenue and Sherman Road

Date: September 10, 2019

Recommended Action:
Staff requests Transportation and Parking Committee approve the installation of parking payment options on Greenwood Street from Chicago Avenue to Sherman Avenue, and recommend approval of Ordinance 112-O-19 by City Council, amending City Code Section 10-11-12 XII(B).

Background
Upon review of parking near the downtown district, staff realized that Greenwood Street between Chicago Avenue and Sherman Avenue has no parking restrictions and is often taken up by commuters. Due to its proximity to downtown and to the Dempster Street el and Metra stations, it is recommended that the street be converted to 4 hour paid parking at the standard rate of $1.50 an hour. City Code Section 10-11-12(B), of the Evanston City Code would be amended to read as follows:

(B) Four (4) hour maximum parking limit at a rate of 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:

SCHEDULE XII (B):

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<th>Greenwood Street</th>
<th>Both</th>
<th>Chicago Avenue to Sherman Avenue</th>
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5
To: Transportation & Parking Committee  
From: Michael Rivera, Interim Parking Manager  
Subject: Amending Title 10, Chapter 11, Section 12, Schedule XII(B), Adding Paid Parking to South Boulevard from Chicago Avenue East to Driveway of 516 South Boulevard  
Date: September 10, 2019

Recommended Action:  
Staff, pursuant to the request of Aldermen Wynne, requests Transportation and Parking Committee approve the installation of parking meters on South Boulevard from Chicago Avenue east to the driveway of 516 South Boulevard (approximately 4-5 spaces), and recommend approval of Ordinance 113-O-19 amending City Code Section 10-11-12 XII(B).

Background  
Dan Fagerstein, owner of the law office at the corner of South Boulevard and Chicago Avenue, informed Alderman Wynne that parking nearby is consistently being taken up by commuters, leaving no spaces for clients. By adding metered parking on South Boulevard from Chicago Avenue east to the driveway, this will add 4-5 spaces that could be used by the business, but have little impact on residential parking.

Meters would allow for 4 hour parking and be charged at the standard rate of $1.50 an hour. Due to the close proximity to the South Boulevard el train station, it is not recommended to do 12 hour parking, as those spaces would then still be accessible to commuters.

City Code Section 10-11-12(B), of the Evanston City Code would be amended to read as follows:

(B) Four (4) hour maximum parking limit at a rate of 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:
| South Boulevard | South | Chicago Avenue east to the driveway of 516 South Boulevard |
To: Transportation & Parking Committee
From: Michael Rivera, Interim Parking Manager
Subject: Adding Paid Parking on Sherman Avenue from the Alley north of Main Street to the Alley South of Washington Street
Date: September 10, 2019

**Recommended Action:**
Staff requests Transportation and Parking Committee approve adding paid parking on Sherman Avenue from Main Street to the Alley South of Washington Street.

**Background**
Upon review of parking near the downtown district, staff realized that Sherman Avenue between Main Street and the Alley South of Washington Street has no parking restrictions and is often taken up by commuters. Due to its proximity to the el and Metra stations and the Main-Dempster Mile District, it is recommended that the street be converted to 2 hour paid parking from 8:00am - 5:00pm/4 hour from 4:00-9:00pm at the standard rate of $1.50 an hour. City Code Section 10-11-12(A), of the Evanston City Code would be amended to read as follows:

(A) Two (2) hour maximum parking limit at a rate of 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:

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<tr>
<th>SCHEDULE XII (A): PARKING METER ZONES</th>
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<td>Sherman Avenue</td>
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To: Transportation & Parking Committee

From: Michael Rivera, Interim Parking Manager

Subject: Business District Parking Permit

Date: August 28, 2019

**Recommended Action:**
Staff, pursuant to the request of Aldermen and small business owners, recommends the Transportation & Parking Committee approve a 6-month pilot program offering Evanston small businesses a parking permit. The $50 permit would allow for the licensee of a small business (see details below) to park one vehicle in a Residential Parking District near the business district.

**Details of the Permit:**
The permit would be in the Main-Dempster Mile or Central Street Business Districts. Small businesses must have a business license with a complete brick and mortar establishment, operating within a 1,250 square feet site, in order to be allowed a permit. Ancillary off site office spaces used for the business would not qualify for a subsequent permit. If the licensee does not own or lease a vehicle, they can surrender their right, via affidavit, to one named employee. The applicant’s name and the vehicle registration from the State’s issuing Department of Motor Vehicles must be the same.

Requests for the permit can be initially made through the Economic Development Division, and once qualifications are met the Parking Division staff will be informed of the request. The permit will exempt the vehicle from residential restrictions in the approved residential area. All other restrictions would need to be followed by the permit holder, including but not limited to, street cleaning regulations, snow operations, etc. The assigned residential area would be determined by City staff based on the business address and where parking would be least impacted. A parking space in the designated residential district would not be guaranteed and are only available on a first come first served basis.

The permit would be on a digital platform, in which the vehicle license number would be recorded to have the permit rights set forth. Vehicle stickers or hang tags will not be considered for management. The monthly permit fees are the responsibility of the
permit holder to pay, and must be done by payment to the City Collector’s Office. Invoices will not be mailed or delivered. Permit holders not remitting monthly payment would result in immediate cancelation of the vehicle credentials, thus leaving the vehicle susceptible to citations. Accounts unpaid for 30 days, will cause the business to lose the permit privilege for 6 months.

Effective Parking Areas:
City staff will assign the permit to only be effective in one of the adjacent residential parking districts.

- Districts near Central St. businesses would be # 6 or # 7
- Residential parking districts near the Dempster/Main mile may be assigned will be either district EVS, F or C.
- Any assignment will be selected only by the Parking Services Department or their designee and based on parking usage and vacancy data that may be available or observed.
- Assigned parking permit areas will not be changed unless the business moves to a different address.

Additional Parking Requirements:
- Business owners who are residents of Evanston are required to pay their Current Evanston Wheel Tax to be eligible for a Business District Parking Permit.
- The applicant cannot have any outstanding parking tickets.
- Permits would only be valid on the vehicle applied for and are non-transferrable.

Background
Many small businesses have voiced their complaints to City staff and their Alderman about difficulty finding a space to park while they are operating their business. The Transportation & Parking Committee approved moving forward with a 6 month pilot program in September of 2018.

As noted above, staff suggests $50 a month to be a reasonable fee for the permit. Given the amount of businesses and permits being offered, a waiting list would not be maintained. Currently commuter parking areas within or adjacent to the aforementioned business districts offer parking at the rate of $0.50 an hour. Utilizing that rate, an 8 hour a day, 5 days a week, would add up to $80 a month. The reduced cost of $50 would still be beneficial to the business owner/employee, but allow for the City to recover from other deficiencies and the added time staff will have to spend processing applications, initiating permits and attempting to enforce the areas. Surface lot parking permits are currently $ 90.00 a month and most have a waiting list.

Per the recommendation above, only one permit per business will be issued, as there are over 450 restaurants alone in Evanston, and many small businesses have numerous employees. If each business was given 3 passes, the City would need to find over 1300 spots for businesses which would take away from residents and customers.
Summary:
After considerable thought, the Parking staff believes allowing one permit per business, at a cost of $50, to park in a nearby Residential District is the best option for businesses and residents alike. It is the hope of staff, that the businesses will be spread out and not impact the residents, especially in the evening hours once the majority of business along the Main-Dempster and Central Street businesses are closed.

Once the pilot program is implemented, staff will survey the specified parking areas and the effect that it may have on other businesses or residents who live nearby. Staff will then report back to the Committee with the results sometime in Spring 2020, and seek final approval.

Legislative History
Transportation & Parking Committee approved the request for a Business License in September 2018
To: Members of the Transportation & Parking Committee
From: Jessica Hyink, Transportation & Mobility Coordinator
Subject: Sunday Bus Service – Referral
Date: September 19, 2019

Summary
Alderman Flemming referred the topic of Sunday bus service for discussion to the Transportation and Parking Committee.

The attached maps depict a quarter mile service area for bus routes on weekdays, Saturday, and Sunday. A quarter mile service area is a standard in the transit industry to determine walkability to bus stops.

Niles Bus Service
The Village of Niles is often brought up as a community offering Sunday bus service. Niles subsidizes this program and provides operations. The program consists of three bus routes. The cost of maintenance and operations of this program for Niles in fiscal year 2018 was $1,495,300.00. Details on the costs of this program are located in the Village of Niles Fiscal Year 2020 Budget, starting on page 181:

https://www.vniles.com/ArchiveCenter/ViewFile/Item/615
This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.
Sunday Public Transit in the City of Evanston

This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.
To: Members of the Transportation & Parking Committee  
From: Jessica Hyink, Transportation & Mobility Coordinator  
Subject: Bicycles on Sidewalks – Referral  
Date: September 19, 2019  

Summary  
Alderman Fiske referred the topic of bicycles on sidewalks for discussion to the Transportation and Parking Committee.  

Current City Code 10-9-4.(C) regulates the operation of bicycles on sidewalks:  

No bicycle riding on sidewalks is permitted in the central business district designated as D1, D2 and D3 districts in the proposed Evanston zoning ordinance or in any other district where signs prohibiting sidewalk riding are posted. When riding on sidewalks where permitted, such person shall yield the right-of-way to any pedestrian, shall give an audible signal before overtaking and passing such pedestrian, and shall have the bicycle under control at all times.  

The most recent data available on bicycle operation on sidewalks was evaluated in the City of Evanston “2014 Bike Plan Update” found online at the link below. Discussion of bicycles on sidewalks begins in Section 4.2 on page 12 of the plan:  

https://www.cityofevanston.org/home/showdocument?id=47067