PARKS, RECREATION AND COMMUNITY SERVICES BOARD

Thursday, February 20, 2020
6:00 P.M.
Chandler-Newberger Center, 1028 Central St.

AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM
2. APPROVAL OF MEETING MINUTES OF NOVEMBER 21 AND JANUARY 16
3. PUBLIC COMMENTS
4. REQUEST FOR WILLIAM N. ERICKSON FUNDS
5. CITY CODE AMENDMENTS
   a. Allowing Alcohol in Parks with a One Day Liquor Service License
   b. Prohibiting the Sale of Marijuana, Hemp, or CBD Plants or Products at Farmers Markets
6. PARKS STRATEGIC PLAN
7. DISCUSSION ON NAMING/RENAMEING PUBLIC PLACES
8. STAFF UPDATES
   a. Capital Improvement Projects
   b. Robert Crown Center Project
   c. Lakefront Stabilization
9. COMMENTS FROM THE BOARD
10. ADJOURNMENT

Order & Agenda Items are subject to change. Information about the Parks, Recreation and Community Services Board is available at: www.cityofevanston.org/government/boards-commissions. Questions can be directed to 847-866-2914. The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact 847-866-2916 (Voice) or 847-448-8064 (TTY).
MEETING MINUTES
PARKS, RECREATION AND COMMUNITY SERVICES BOARD
Thursday, November 21, 2019
6:00pm
Levy Center, 300 Dodge Ave.

Members Present: T. Long, E. DeStefano, D. Michelin, E. Moran, J. Bryan
Members Absent: J. Greenberg, D. Barreto, D. Featherson, P. Gregory
Staff Present: L. Hemingway, K. Hawk, A. Allyn, A. Kellogg, T. Carter
Others Present: J. Brinkmann, L. Brinkmann, M. Rosinski, B. Janes

DECLARATION OF QUORUM
With a quorum present, E. DeStefano called the meeting to order.

APPROVAL OF MEETING MINUTES OF OCTOBER 17
Action: The motion to accept the minutes was approved.

PUBLIC COMMENTS
L. Brinkman spoke in support of the honorary street name sign application submitted by Alderman Don Wilson, honoring Thomas H. Brinkmann. Alderman Don Wilson was unable to attend tonight’s meeting to speak on behalf of the application but shared his support with staff. M. Rosinski suggested that staff add the Board’s monthly meeting packet online in addition to the agenda and minutes. She also asked about the process for city park redevelopment projects. L. Hemingway explained the process.

HONORARY STREET NAME SIGN APPLICATION – Thomas H. Brinkmann
Action: The motion to approve the application designating the portion of Lake Street, between Asbury Avenue and Wesley Avenue, with the Honorary Street Name Sign, “Thomas H. Brinkmann Way” passed.

PROCESS FOR NAMING / RENAMING PUBLIC PLACES
L. Hemingway reminded the Board that part of their responsibility is to act in an advisory capacity to the City Council on the request for public place names. He also shared that a request will be coming to the Board to rename a park and asked that the Board review the current criteria in the city code for naming public places to see if it needed to be updated. After brief review members found the current criteria to be very subjective and low bar for such a major decision. There has to be a high standard for naming a public place. This is something that really has to be vetted and the person’s past really has to be understood and there needs to community interviews. Members also expressed concern with changing the name of a public place.
L. Hemingway said he will take a look at criteria used by other communities and share with the Board so we can continue the conversation at next month’s meeting.

**ATHLETIC FIELD FEES**
Currently our affiliate sport groups pay a per pupil participant fee to use the athletic fields. Starting in 2020 they will pay an hourly fee. Staff will meet with each of the affiliate groups to discuss the new fee structure.

**2020 MEETING DATES / LOCATION**
Action: The motion to approve the 2020 Board meeting schedule was approved.

**STAFF UPDATES**
Recreation Program Manager A. Kellogg and Recreation Program Coordinators A. Allyn, T. Carter, all gave an overview of their job responsibilities and the different programs offered in their division.

Capital Improvement Projects –
Fleetwood-Jourdain interior improvements are near completion. There is a ribbon cutting / open house scheduled for 3pm – 5pm on Saturday, January 11th. Board members are encouraged to attend.

A group of Northwestern students attended Alderman Simmons’s October 9th Ward meeting where improvements to Beck Park was discussed. The students had been working on a design and analysis for the STEM park in Evanston and invited Northwestern and City of Evanston officials to attend a formal presentation of their design and analysis on December 3rd.

The new Robert Crown building B & C (ice operations and preschool area) will be open to the public January 6, 2020. Building A (all other operations) will be open to the public January 27, 2020. Demolition of the existing building & new turf field construction begins Spring 2020. The athletic fields will open and project completed by July 2020. L. Hemingway will schedule a date/time for the Board to have a tour of the new building.

**COMMENTS FROM THE BOARD**
None.

**ADJOURNMENT**
The meeting ended at 7:09pm. The next scheduled meeting is 6pm on December 19, 2019 at the Civic Center.
MEETING MINUTES
PARKS, RECREATION AND COMMUNITY SERVICES BOARD
Thursday, January 16, 2020
6:00pm
Lorrain H. Morton Civic Center, 2100 Ridge Ave.

Members Present:  T. Long, D. Michelin, D. Barreto, D. Featherson,
Members Absent:  E. DeStefano, J. Greenberg, P. Gregory, E. Moran, J. Bryan
Staff Present:  L. Hemingway, K. Hawk, A. Allyn, A. Kellogg, T. Carter
Others Present:  P. D’agostino, P. Braithwaite, T. Klitzkie, W. Pollock

DECLARATION OF QUORUM
No quorum present.

APPROVAL OF MEETING MINUTES OF NOVEMBER 21
No quorum present – approval of minutes held for the February meeting.

PUBLIC COMMENTS
P. Braithwaite spoke in support of expanding the name of Harbert Park to Harbert-Payne Park to recognized and honor Betty Payne. Ms. Payne, a longtime Evanston resident who was very instrumental to the community, recently passed away. The Harbert Park neighbors held a number of community meetings and there was enough consensus to move forward with the request to expand the park name from Harbert Park to Harbert–Payne Park. He also shared that D. Michelin will be recognized by the Chessman Club of the Northshore in March.

T. Klitzkie and W. Pollock spoke in favor of the proposed ordinance that will formally designate specific locations as Natural Areas.

NATURAL AREA ORDINANCE REVISIONS
No quorum present - At a future Board meeting, P. D’agostino will present a draft ordinance with clear language for the Board’s consideration regarding sites that need to be singled out and recognized as natural areas, separate from regular parks.

CRITERIA/PROCESS FOR NAMING / RENAMING PUBLIC PLACES
Staff will send the Board samples of criteria and processes used by other communities and continue the conversation at next month’s meeting.
STAFF UPDATES

Capital Improvement Projects –
The City hosted a ribbon cutting ceremony and open house event to celebrate the newly renovated Fleetwood-Jourdain Community Center on Saturday, January 11, 3 p.m.

The ice operations are open at the new Robert Crown building. Preschool and gym activities are still operating in the old building. The new Robert Crown Community Center and Library is scheduled to be complete and open to the public on Sat., Feb. 29 for regularly scheduled programming.

The City will host an Open House and Invocation event on Sat., March 14. Everyone is invited to tour the new facility and participate in programming activities.

Parks Strategic Plan –
The Administration and Public Works Committee did not approve staff’s recommendation to execute a contract with Berry Dunn McNeil & Parker, LLC (100 Middle Street, Portland, ME 04101) for the planning and development of a parks and recreation strategic plan. One of the main concerns was the funding source ($77,377 from the Capital Improvement Fund 2020 General Obligation Bonds and $50,000 from the 2020 Good Neighbor Fund). This will put the department’s plans for accreditation on hold for now.

Canoe Launch Grant –
The department received a $15,000 matching grant from the Illinois Department of Natural Resources to do a feasibility study to determine if constructing a canoe launch is possible. The matching funds will come from the Evanston Environmental Association.

Summer Camp Registration –
2020 Summer Camp registration is Sat., Feb. 1 from 8am to 12pm, online or in-person at the Levy Senior Center.

Department Reorganization –
Audrey Thompson, Regional Ombudsman and Program Manager for the City’s Long-Term Care Ombudsman Program, has been appointed Community Services Manager. She will oversee the City’s Senior Services and Youth and Young Adult programs and staff, including the Mayor’s Summer Youth Employment Program (MSYEP) and Long-Term Care Ombudsman program. These programs, along with family advocate services, were moved to the Health & Human Services Department from the Parks, Recreation and Community Services Department in 2020 following a comprehensive review of the City’s social services programs. The Mayor’s Summer Youth Job Fair will be held Sat., Mar 28, from 8am to 12:30pm at Evanston Township High School.

Evanston Park Foundation Recruitment –
The Department is recruiting members for the Evanston Park Foundation Board. Please forward potential candidates to L. Hemingway. The Evanston Parks Foundation was established to generate financial support from the public and private sectors for enhancements to the City of Evanston park facilities and recreation, arts, and ecology programs.

ADJOURNMENT
The meeting ended at 7:08pm. The next scheduled meeting is 6pm on February 12, 2020 at the Civic Center.
Attached is a request from Evanston Baseball / Softball Association to sponsor two teams from the William N. Erickson Fund for the 2020 season. They are requesting $900 from the available funds for the sponsorship of the teams ($450 per team).

This request is brought to your attention because the Park and Recreation Board have the authority to determine the use of those funds. The funds originated from a longstanding group of dedicated residents (Evanston Sports Association) who raised funds for sports leagues in the community. In 1992 the Association was dissolved and their remaining funds were placed in a City of Evanston Restricted Account.

Only the earned interest may be spent from the account for the purpose of athletic team sponsorship. The current balance is approximately $10,656.41 of which approximately $5,656.41 is available for funding.

Staff recommends that the Board consider approving the “Erickson Fund” funding requests in the amount requested from Evanston Baseball Softball Association.
Happy New Year!
Our 2020 season is fast approaching and we are hoping to count on your sponsorship. The Evanston Baseball and Softball Association remains a strong and successful organization due to the enormous support from you!

With your support EBSA:

- Commits to improve James Park fields, dugouts and our other fields across Evanston.
- Continues to offer an excellent teaching, coaching, and playing experience evidenced by our continued annual enrollment of over 1,500 players between the ages of 5 and 14.
- Maintains a commitment to ensuring that *every child plays regardless of their ability to pay.*
- Purchases and maintains equipment which ensures our Evanston youth baseball/softball programs are both safe and fun.

We hope you will continue to support EBSA as a Sponsor for the 2020 season.

Attached is our Sponsorship Registration form. Please complete and email/mail it with your payment as soon as possible, but no later than **Friday, February 14th**.

Online registration is available at: [http://www.evanstonbaseball.com/sponsorship-payment](http://www.evanstonbaseball.com/sponsorship-payment)

This allows sufficient time to order and print the uniforms with your team name on them prior to the start of the season. If you have a league, coach, player or age range preference for your sponsorship - please note it on the Sponsor Registration form.

**We do our best to honor all such requests, however, we cannot guarantee all requests will be met.**

We appreciate your generous support of EBSA. Thanks to you, we look forward to another great season of youth baseball and softball in Evanston!

Rachel Hanrahan
Co-VP Sponsorships
rthanrahan@gmail.com
773.758.3884
Funding Request

The Evanston Park and Recreation Board is the custodian of the William N. Erickson team sponsorship fund. Funding requests will be accepted several months before the league is to begin. All requests must be submitted no later than the second Thursday prior to the monthly Board meeting.

The Recreation Board reserves the right to accept, modify or reject any proposal. The Board’s decision is final.

Criteria

1. Must be a youth athletic program
2. Must be an Evanston league or team.
3. Must be recognized by Recreation Board as an affiliate or co-sponsored organization.
4. “William N. Erickson” must be imprinted on all uniforms, issued or purchased, of the team funded.
5. A maximum of two (2) teams from any one (1) organization will be eligible for funding.

Funds from this account may be used for team sponsorship only.

1. Organization name ____________________________ Evanston Baseball / Softball Association
   Name of group representative making request ____________________________ Rachel Hanrahan
   Address ____________________________ 2800 Harrison St. Evanston 60201
   Work Phone ____________________________ Home Phone 773.3758 3884
   Fax ____________________________ Email ____________________________ rthanrahan@gmail.com

2. Purpose of your organization: EBSA is an all-volunteer organization dedicated to giving the youth of Evanston the opportunity to play baseball and softball while teaching sportsmanship. EBSA offers scholarships and provides the ability to play regardless of ability to pay.

3. What do you feel is the major benefit you provide to your participants? Children learn the value of participation and sportsmanship while increasing their baseball and softball abilities.

4. How long has your group been in existence? 60+ years

5. How many different youth are served by your group? More than 1,500 youth between the ages of 5 and 14 participate in our leagues.

6. How many teams are involved in your program? 117

7. How much funding are you requesting from the Erickson Fund? $450 Cost of team sponsorship x 2 teams = $900

Please submit requests to:
City of Evanston
Parks, Recreation and Community Services Dept
2100 Ridge Avenue, Evanston, IL 60201
Attn: Petra Belcher
847-866-2914 (phone)
847-448-8051 (fax)
pbelcher@cityofevanston.org
122-O-19

AN ORDINANCE
Amending Portions of City Code Title 7, “Public Ways,” Chapter 8 “City Parks,” Section 3, “General Regulations”

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

SECTION 1: City Code Subsection 7-10-3(J), “Alcohol Prohibited,” of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

(J) Alcohol Prohibited. No alcoholic beverages are permitted on park property, unless the person desiring to serve, sell, or consume alcohol first obtains an with the exception of one day liquor service licenses for City owned buildings property pursuant to Subsections 3-5-6(X) and 3-5-6(X-1) 3-4-6(X-3) and 3-4-6(X-4) of this Code.

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: Ordinance 122-O-19 shall be in full force and effect after its passage and approval.

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: _________________, 2019

Adopted: _________________, 2019

Approved: _________________, 2019

_______________________________
Stephen H. Hagerty, Mayor

Attest:

________________________________
Devon Reid, City Clerk

Approved as to form:

________________________________
Michelle L. Masoncup, Corporation Counsel
AN ORDINANCE

Amending Title 3, Chapter 22 (“Farmers’ Market”)

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

SECTION 1: Title 3, Chapter 22, “Farmers’ Market,” of the Evanston City Code of 2012, as amended, is hereby further amended as follows:

3-22-7. – SALEABLE ITEMS.

   (B) Items not allowable for sale at the markets shall include those that are:

   1. Unwholesome or spoiled; or
   2. Prohibited by the Evanston Department of Health and Human Services.; or
   3. Marijuana, hemp, or cannabidiol (CBD) plants or products.

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 shall be in full force and effect after its passage and approval.

SECTION 5: 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 is severable.

Introduced: ___________________, 2020
Adopted: _________________, 2020

______________________________
Stephen H. Hagerty, Mayor

Attest:

______________________________
Devon Reid, City Clerk

Approved:

______________________________
______________________________
Approved as to form:

Assistant City Attorney
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beach House Roofing and Tuckpointing (South Boulevard and Lighthouse Landing)</td>
<td>Perform roofing and tuckpointing work at the South Boulevard and Lighthouse Landing Beach Houses</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Beck Park Expansion</td>
<td>Expand park south to Church Street, incorporating former Shore School site.</td>
<td>Building demolition performed by Morton Grove Niles Water Commission as part of the new pumping station. New restroom will also be part of that project. Construction in progress.</td>
</tr>
<tr>
<td>Butler Park Bike Path and Drainage Improvements</td>
<td>Improve select areas of the existing bike path and install drainage improvements to reduce flooding</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Chandler Center Masonry and Foundation Repairs</td>
<td>Perform waterproofing related masonry and foundation repairs</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Chandler Playground Improvements</td>
<td>Replace playground equipment and surfacing.</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Dog Park Planning and Design</td>
<td>Determine a location for a new dog park and develop conceptual design drawings</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Ecology Center Improvements</td>
<td>Relocate and/or modify plumbing lines in crawl space to reduce maintenance expenses / pipe freezing. Renovate restrooms. Improve building security. Perform exterior repairs. Repair great room subflooring system.</td>
<td>Project scoping in progress.</td>
</tr>
<tr>
<td>Fitzsimmons Tennis Court Resurfacing</td>
<td>Resurface tennis courts</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Fleetwood-Jourdain Gym Floor Replacement</td>
<td>Replace gym floor</td>
<td>RFP out for consultant services.</td>
</tr>
<tr>
<td>Garden Park Renovations</td>
<td>Improvements to park and playground</td>
<td>Construction complete except punchlist.</td>
</tr>
<tr>
<td>Harbert Park Renovations</td>
<td>Improvements to basketball court, lighting, play equipment and new picnic shelter</td>
<td>Construction contract awarded. Work scheduled to begin in winter/spring 2020.</td>
</tr>
<tr>
<td>James Park Tennis Court Resurfacing</td>
<td>Resurface tennis courts</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Lagoon Building Door and Window Replacements</td>
<td>Replace doors and windows</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Lakefront Shoreline Repairs</td>
<td>Perform repairs as needed to maintain shore protection due to high water</td>
<td>Evaluating shore conditions with consultant.</td>
</tr>
<tr>
<td>Larimer Park Renovations</td>
<td>Renovate park.</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Levy Center HVAC Improvements</td>
<td>Replace rooftop units and upgrade BAS</td>
<td>Design in progress.</td>
</tr>
<tr>
<td>Lovelace Park Path Repairs</td>
<td>Improve select areas of the existing bike path and install drainage improvements to reduce flooding</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Mason Park Tennis Court Resurfacing</td>
<td>Resurface tennis courts</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>McCullough Park</td>
<td>Improvements to park and playground</td>
<td>Public engagement in progress.</td>
</tr>
<tr>
<td>Noyes Center Chimney Repairs</td>
<td>Repair chimney at Actors Gymnasium space</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Project Name</td>
<td>Description</td>
<td>Status</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>Noyes Center HVAC Study</td>
<td>Evaluate existing HVAC systems at the facility</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Noyes Center Security Camera Upgrade</td>
<td>Replace security cameras in the building</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Park Sign Replacements</td>
<td>Replace city park signs at various locations</td>
<td>Not started yet.</td>
</tr>
<tr>
<td>Public Canoe Launch Study</td>
<td>Evaluate locations at Ladd Arboretum for a new boat launch</td>
<td>RFP out for consultant services.</td>
</tr>
<tr>
<td>Robert Crown Center</td>
<td>Replace the Robert Crown Center</td>
<td>Construction in progress.</td>
</tr>
</tbody>
</table>