AGENDA
City Council
Monday, June 22, 2020
Lorraine H. Morton Civic Center, James C. Lytle City Council Chambers, Room 2800
5:30 PM
Administration & Public Works begins at 4:30pm
Planning & Development begins at 5:00pm or at the conclusion of Administration & Public Works
City Council convenes at the conclusion of Planning & Development

As the result of an executive order issued by Governor J.B. Pritzker suspending in-person attendance requirements for public meetings, City Council members and City staff will be participating in this meeting remotely.

Due to public health concerns, residents will not be able to provide public comment in-person at the meeting. Those wishing to make public comments at the Administrative & Public Works Committee, Planning & Development Committee or City Council meetings may submit written comments in advance or sign up to provide public comment by phone or video during the meeting by completing the City Clerk’s Office’s online form at www.cityofevanston.org/government/city-clerk/public-comment-sign-up or by calling/texting 847-448-4311.

Community members may watch the City Council meeting online at www.cityofevanston.org/channel16 or on Cable Channel 16.

(I) ROLL CALL - BEGIN WITH ALDERMAN SUFFREDIN

(II) MAYOR PUBLIC ANNOUNCEMENTS AND PROCLAMATIONS

(III) CITY MANAGER PUBLIC ANNOUNCEMENTS

Virtual 4th of July Celebration
Recovery Update
Evanston Police Department Promotions
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.

**SPECIAL ORDERS OF BUSINESS**

**SP1. Approval of $370,000 of ESG-CV Funding to Connections for the Homeless for Rapid Rehousing of Homeless Evanston Families Currently in Non-Congregate Shelter**

Staff recommends approval of $370,000 in ESG-CV funding to Connections for the Homeless for rapid rehousing of homeless families with children under the age of 18. There are 21 families currently in non-congregate housing/hotels to protect them from high risk of COVID-19 infection. This funding will provide stable housing for an average of 12 months during which households will receive case management and other services needed to achieve housing stability. The City is receiving $546,424 in ESG-CV funding from the first round of ESG-CV CARES Act funding. The City was notified on June 9, 2020 that it will receive an additional $419,890 of ESG-CV funding in the second round of ESG-CV allocations; total ESG-CV allocation is $966,314. ESG-CV funds are to be used to address the needs of homeless and unstably housed families and individuals impacted by the coronavirus.

**For Action**

*Approval of $370,000 of ESG-CV Funding to Connections for the Homeless for Rapid Rehousing of Homeless Evanston Families*
SP2. **2020 Budget Update**

Staff recommends discussion of the update on the 2020 budget.

**For Discussion**

2020 Budget Update

SP3. **Reparations Subcommittee Update**

Staff recommends City Council discuss the Reparations Subcommittee’s process to determine programs regarding housing assistance, relief initiatives, various economic development programs, and opportunities for Black Evanstonians.

**For Discussion**

Reparations Subcommittee Update

SP4. **Racial Equity Update**

Staff recommends the City Council to accept and place on file our racial equity framework for city operations.

**For Action: Accept and Place on File**

Racial Equity Update


The Compensation Committee recommends the City Council adopt its recommendation which specified that all elected officials’ compensation for years 2021 and 2022 shall increase at 0% (remain the same). Compensation for years 2023 and 2024 will increase at the same percentage rate as non-union employees receive. Every elected official will be offered full (100%) coverage for any health insurance plan for themselves only. They have the option to accept or deny such coverage, and add additional covered for their spouse and/or family at their own expense.

**For Action: Accept and Place on File**

Report of the Committee on Proposed Compensation for the Eleven (11) Elected Officials of the City of Evanston

(VII) **CONSENT AGENDA - CITY COUNCIL MINUTES**

CM1. **Approval of the Minutes of the Regular City Council Meeting of June 8, 2020**

Staff recommends City Council approval of the minutes of the Regular City Council meeting of June 8, 2020.

**For Action**

Draft City Council Minutes - June 8, 2020
A1. **Approval of the City of Evanston Payroll, Bills List**

Staff recommends City Council approval of the City of Evanston Payroll for the period of May 25, 2020, through June 7, 2020, in the amount of $2,580,625.72, Bills List for June 23, 2020, in the amount of $2,615,457.59.

**For Action**

Approval of the City of Evanston Payroll and Bills

A2. **Approval to Defer Loan Payments for up to 12 Months on CDBG Loans for Businesses Negatively Impacted by the COVID-19 Shutdown**

Staff recommends approval by the Administration and Public Works Committee of loan modifications that defer payments for up to 12 months on Community Development Block Grant (CDBG) business loans made to Ward 8 and Good To Go Jamaican Cuisine to provide additional financial flexibility during the COVID-19 crisis.

**For Action**

Approval to Defer Loan Payments for up to 12 Months on CDBG Loans for Businesses Negatively Impacted by the COVID-19 Shutdown

A3. **Approval of Authorization to Execute a Payment for the Month of May to Evanston Township High School for Providing Food Services to Assist Those Affected by School Closures Due to COVID-19**

Staff recommends that City Council authorize the City Manager to execute a payment of $163,200 to Evanston Township High School (ETHS), (1600 Dodge Ave, Evanston, IL 60201) for providing food services to assist those affected by school closures due to COVID-19. Funding for this program is from the City Manager’s Emergency Operations Unit (Account 100.15.1520.65025).

**For Action**

Approval of Authorization to Execute a Payment for the Month of May to ETHS for Providing Food Services
A4. Approval of the Agreement with Evanston Township High School to Supply Lunches for the 2020 Summer Food Program

Staff recommends that City Council authorize the City Manager to execute an agreement with Evanston Township High School (ETHS), (1600 Dodge Ave, Evanston, IL 60201) to provide lunch meals for the 2020 Summer Food Program in the not-to-exceed amount of $3.50 per meal and $3.75 for special diet meals. This is a reimbursement program in which the total amount of reimbursement the City will receive is solely dependent upon the number of meals served and varies depending on the level of participation. The City's estimated reimbursement is calculated using the highest daily participation level stated in our application. There is a food budget allocation in the Recreation Outreach Program Line Item (Account 100.30.3050.65025) in the amount of $131,000. Projected expenses for food costs are $110,000. Projected revenue reimbursement is $148,500. For Action

A5. Approval of a Contract Award with Garland/DBS, Inc. for the Building Exterior Repairs of Various City Facilities

Staff recommends City Council authorize the City Manager to execute a contract for Building Exterior Repairs of Various City Facilities with Garland/DBS, Inc. (3800 East 91st St., Cleveland, OH) in the amount of $514,693. Funding will be provided from the Capital Improvement Fund 2019 General Obligation Bonds in the amount of $35,000, and from the 2020 General Obligation Bonds in the amount of $479,693. A detailed funding summary is included in the memo below. For Action
A6. **Approval of Change Order No. 3 to the Agreement with Bolder Contractors, Inc. for the Oakton Street Water Supply Connection (Bid 19-36)**

Staff recommends the City Council authorize the City Manager to execute Change Order No. 3 to the agreement with Bolder Contractors, Inc. (316 Cary Point Drive, Cary, IL 60013) for the Oakton Street Water Supply Connection (Bid 19-36) in the amount of $100,314.13. This will increase the overall contract amount from $2,879,070.37 to $2,979,384.50. This change order does not include a time extension. Funding is provided from the Water Fund (Account No. 513.71.7330.65515 – 419003), which as an approved FY 2020 budget of $2,600,000 and a YTD balance of $1,753,542.57.

**For Action**

Approval of Change Order No. 3 to the Agreement with Bolder Contractors, Inc. for the Oakton Street Water Supply Connection (Bid 19-36)

A7. **Resolution 53-R-20 Authorizing the City Manager to Consent to a Permit for Northwestern Football Parking and Tailgating Events for the 2020, 2021, 2022, 2023, and 2024 Seasons**

Staff recommends City Council adoption of Resolution 53-R-20 authorizing the City Manager to give consent to a permit for Northwestern Football parking and tailgating events for the 2020, 2021, 2022, 2023, and 2024 seasons.

**For Action**

Resolution 53-R-20 Authorizing the City Manager to Consent to a Permit for Northwestern Football Parking and Tailgating Events for 2020-2024

A8. **Resolution 55-R-20, Authorizing the City Manager to Submit an Application for the Rebuild Illinois Public Infrastructure Program Grant from the State of Illinois for Main Street Water Main Improvements from Maple Avenue to Hinman Avenue**

Staff recommends City Council adoption of Resolution 55-R-20, Rebuild Illinois Grant Application – Main Street Water Main Improvements. The Rebuild Illinois Public Infrastructure Grant funds 50% of the construction project cost, and the remaining 50% of the funding must be provided by the local municipality. For this project, the total construction cost is estimated at $1,150,000. Of this, the City of Evanston will be responsible for $575,000, which will need to be budgeted in FY 2021 Capital Improvement Program.

**For Action**

Resolution 55-R-20, Authorizing the City Manager to Submit an Application for the Rebuild Illinois Public Infrastructure Program Grant from the State
A9. **Ordinance 24-O-20 Amending Section 7-2-9-3, Sidewalks to be Clear of Snow, Ice, Dirt and Weeds**

Staff recommends adoption of Ordinance 24-O-20, “Amending Section 7-2-9-3, Sidewalks to be Clear of Snow, Ice, Dirt and Weeds”. This ordinance revises sections of the code related to sidewalk snow and ice removal. Ordinance 24-O-20 was introduced at the February 10, 2020 City Council meeting and was subsequently tabled at the February 24, 2020 City Council meeting until the June 22, 2020 meeting for further review and research of snow removal laws and consideration of revisions of the ordinance.

**For Action**

Ordinance 24-O-20 Amending Section 7-2-9-3, Sidewalks to be Clear of Snow, Ice, Dirt and Weeds

(IX) **CONSENT AGENDA - PLANNING & DEVELOPMENT COMMITTEE - ALDERMAN RAINNEY**

P1. **Resolution 54-R-20 African American Heritage Sites**

The Preservation Commission and City staff recommend adoption of Resolution 54-R-20 honoring African American Heritage Sites in Evanston, Illinois.

**For Action**

Resolution 54-R-20 African American Heritage Sites

P2. **Ordinance 64-O-20 Granting a Special Use for a Child Residential Care Home for Boys Hope Girls Hope of Illinois at 820 Gaffield Place**

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 64-O-20 granting a special use for a Child Residential Care Home for Boys Hope Girls Hope of Illinois at 820 Gaffield Place in the R4a General Residential District. The applicant has complied with all zoning requirements and meets the Standards for special use for this district.

**For Introduction**

Ordinance 64-O-20 Granting a Special Use for a Child Residential Care Home for Boys Hope Girls Hope of Illinois at 820 Gaffield Place
P3. **Ordinance 65-O-20 Granting a Special Use for a Child Residential Care Home for Boys Hope Girls Hope of Illinois at 824 Gaffield Place**

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 65-O-20 granting a special use for a Child Residential Care Home at 824 Gaffield Place in the R4a General Residential District. The applicant has complied with all zoning requirements and meets the Standards for approval for the district.

**For Introduction**

Ordinance 65-O-20 granting a special use for a Child Residential Care Home for Boys Hope Girls Hope of Illinois at 824 Gaffield Place

P4. **Ordinances 58-O-20 and 59-O-20 Authorizing Text Amendments to the Zoning Ordinance regarding the Classification of Minor and Major Variations and Residential Care Homes**

Plan Commission and staff recommend approval of Ordinance 58-O-20 authorizing City-initiated Text Amendments to the Zoning Ordinance, Title 6 of the City Code, to Chapter 3 (Implementation and Administration) regarding the classification and administration of Minor and Major Variations and Ordinance 59-O-20 authorizing revisions to Chapter 4 (General Provisions) regarding Residential Care Homes and Transitional Treatment Facilities in the R4a, General Residential Zoning District.

**For Action**

Ordinances 58-O-20 and 59-O-20 Authorizing Text Amendments to the Zoning Ordinance Regarding Residential Care Homes

P5. **Ordinance 60-O-20, Granting a Special Use for a Type 2 Restaurant, Happy Lemon, in the D4 Downtown Transition District, at 1607 Chicago Ave.**

The Zoning Board of Appeals and staff recommend adoption of Ordinance 60-O-20 granting special use approval for a Type 2 Restaurant, Happy Lemon, in the D4 Downtown Transition District. The applicant has complied with all zoning requirements and meets all of the Standards for a special use for this district.

**For Action**

Ordinance 60-O-20, Granting a Special Use for a Type 2 Restaurant, Happy Lemon, in the D4 Downtown Transition District, at 1607 Chicago Ave.
P6. **Ordinance 61-O-20, Granting a Special Use for Commercial Indoor Recreation, Total Sona Fitness, in the C2 Commercial District and oCSC Central Street Overlay District, at 2678 Green Bay Rd.**

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 61-O-20, granting special use approval for Commercial Indoor Recreation, Total Sona Fitness, in the C2 Commercial District and oCSC Central Street Overlay District. The applicant has complied with all zoning requirements and meets all of the Standards for a special use for this district.

**For Action**

*Ordinance 61-O-20, Granting a Special Use for Commercial Indoor Recreation, Total Sona Fitness, in the C2 Commercial and oCSC Central Street Overlay District*

P7. **Ordinance 62-O-20, Granting a Special Use for a Detached Single Family Dwelling in the B1 Business District at 1717 Simpson St.**

The Zoning Board of Appeals and staff recommend adoption of Ordinance 62-O-20 granting Special Use approval to allow the expansion of an existing Detached Single Family Dwelling in the B1 Business District, at 1717 Simpson Street. The applicant has complied with all zoning requirements and meets all of the Standards for Special Use in this district.

**For Action**

*Ordinance 62-O-20, Granting a Special Use for a Detached Single Family Dwelling in the B1 Business District at 1717 Simpson St.*

P8. **Ordinance 63-O-20 granting a Special Use for a Type 2 Restaurant, 4 Suns Fresh Juice, in the C1 Commercial District at 1906 Main St.**

The Zoning Board of Appeals and City staff recommend adoption of Ord. 63-O-20 granting a Special Use for a Type 2 Restaurant, 4 Suns Fresh Juice, in the C1 Commercial District at 1906 Main St. The applicant has complied with all zoning requirements and meets all of the Standards for a special use in this district.

**For Action**

*Ordinance 63-O-20 Granting a Special Use for a Type 2 Restaurant, 4 Suns Fresh Juice, in the C1 Commercial District at 1906 Main St.*
R1. **Ordinance 18-O-20, Amending Title 1, Chapter 8, "City Manager"**  
At the direction of Rules Committee, staff recommends City Council adoption of Ordinance 18-O-20, Amending Title 1, Chapter 8 “City Manager.”  
*For Action*  
18-O-20 Amending Title 1, Chapter 8, City Manager

**APP1. Approval of Appointments to the Citizen Police Review Commission**  
The Mayor recommends City Council approval of the appointments of Jamal Graham, Blanca Lule, Rick Marsh, Shahna Richman, Nikko Ross, Juneitha Shambee, Nyika Strickland, Clarence Weaver and Douglas Whitmore to the Citizen Police Review Commission.  
*For Action*  
Approval of Appointments to the Citizen Police Review Commission

**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)}
## UPCOMING ALDERMANIC COMMITTEE MEETINGS

<table>
<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>BOARD/COMMITTEE/COMMISSION</th>
</tr>
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<tbody>
<tr>
<td>6/24/2020</td>
<td>6:00PM</td>
<td>Transportation and Parking Committee - VIRTUAL</td>
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<tr>
<td>6/24/2020</td>
<td>7:30PM</td>
<td>Economic Development Committee</td>
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<tr>
<td>7/2/2020</td>
<td>7:00PM</td>
<td>Housing &amp; Homelessness Commission</td>
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<td>7/6/2020</td>
<td>6:00PM</td>
<td>Rules Committee</td>
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<td>7/6/2020</td>
<td>7:00PM</td>
<td>Human Services Committee</td>
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<td>7/8/2020</td>
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<td>Animal Welfare Board</td>
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<td>7/9/2020</td>
<td>7:00PM</td>
<td>Mental Health Board</td>
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<tr>
<td>7/13/2020</td>
<td>6:00PM</td>
<td>Administration &amp; Public Works/Planning and Development/City Council</td>
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Memorandum

To: Honorable Mayor and Members of the City Council
From: Sarah Flax, Housing & Grants Administrator
CC: Johanna Nyden, Community Development Director; Jessica Wingader, Sr. Grants and Compliance Specialist; Marion Johnson, Housing and Grants Intern

Subject: Approval of $370,000 of ESG-CV Funding to Connections for the Homeless for Rapid Rehousing of Homeless Evanston Families Currently in Non-Congregate Shelter

Date: June 22, 2020

Recommended Action:
Staff recommends approval of $370,000 in ESG-CV funding to Connections for the Homeless for rapid rehousing of homeless families with children under the age of 18. There are 21 families currently in non-congregate housing/hotels to protect them from high risk of COVID-19 infection. This funding will provide stable housing for an average of 12 months during which households will receive case management and other services needed to achieve housing stability.

Funding Source:
The City is receiving $546,424 in ESG-CV funding from the first round of ESG-CV CARES Act funding. The City was notified on June 9, 2020 that it will receive an additional $419,890 of ESG-CV funding in the second round of ESG-CV allocations; total ESG-CV allocation is $966,314. ESG-CV funds are to be used to address the needs of homeless and unstably housed families and individuals impacted by the coronavirus.

Council Action:
For Action

Summary:
Allocating ESG-CV funding for rapid rehousing of families that are homeless due to the COVID-19 pandemic is consistent with the purpose of CARES Act funding to prevent, prepare for, and respond to the coronavirus. Communities receiving ESG-CV funding are encouraged to evaluate and adjust their prioritization policies based on evolving information and circumstances, including changing needs and priorities, and available resources. The spread of COVID-19 has created new and urgent needs and communities are to use the new
and expanded resources from the CARES Act to efficiently and accurately target resources to families and individuals impacted by or at high risk of being impacted by COVID-19.

The 21 homeless families with children are a high priority for assistance as they became homeless due to COVID-19 and will be unable to achieve housing stability without supports including case management, employment assistance, child care, health care and other necessities. All are families with one or more significant barriers to success including past eviction, poor credit, chronic health conditions, and limited education that affects their earning potential. Lacking stable housing and additional supports, they will continue to move in and out of homelessness with the accompanying poor health, education, earnings, and assets outcomes that perpetuate the cycle of inter-generational poverty.

With rapid rehousing, tenant families work with a housing locator to select a unit that meets their needs; leases are for 12 months and in the tenant's name. Based on household size and composition, the following housing units will be needed for the 21 families:

- Seven 2-bedroom units
- Twelve 3-bedroom units
- Two 4-bedroom units

Families and individual adults in congregate and non-congregate housing in Evanston were identified by Connections for the Homeless and community partners including Family Promise, the Moran Center and YOU. In addition to the 21 families discussed above, there are seven Evanston families with children that need longer housing supports than can be provided with rapid rehousing and for whom other types of sources of funding are being sought. There are also 92 Evanston single adults, including 14 young adults 18-24, in congregate and non-congregate shelter who are in need of permanent housing. Staff is working with Evanston-based agencies, the Alliance to End Homelessness in Suburban Cook County, the Housing Authority of Cook County, Cook County, CEDA and others to identify and match people in need with the wide and diverse resources for housing and services including: 811 vouchers for persons with disabilities, the Continuum of Care's Youth Homeless Demonstration Project, permanent supportive housing, Community Services Block Grant (CSBG) funding, Treasury funding through the State of Illinois, Emergency Relief Funding through Cook County, and other sources. In addition, the CARES Act includes substantial funding for Low Income Home Energy Assistance (LIHEAP) with a higher income limit of 200% of the federal poverty line is included in the CARES Act that we hope to access for utility payments in place of using ESG-CV or CDBG-CV for utility arrearages to prevent utility disconnects.

Although the regulations for ESG-CV funding still have not been released, rapid rehousing of the 21 families can be undertaken using existing ESG entitlement regulations and the already-released CARES Act waiver that allows virtual inspections of units being rented. Staff has completed the required environmental review and will include a subrogation clause in the ESG-CV subrecipient agreement to comply with the requirements of the Stafford Act relating to avoiding duplication of benefits. The City submitted its CARES Act substantial amendment for $546,424 in ESG-CV funding and $1,080,243 in CDBG-CV funding to HUD on June 9, prior to the announcement of the second round of ESG-CV funding made later that day. The City of Evanston will receive an additional $419,890 of ESG-CV for a total of $966,314.
second substantial amendment must be submitted to HUD following the approval of the initial submission.

Other programs and services being evaluated for City of Evanston’s CDBG-CV or ESG-CV funding include rent assistance to prevent evictions, support for homeless outreach and shelters, access to food, child care, broadband internet and other services for individuals and families impacted by the coronavirus, and forgivable loans/grants for micro-enterprises and small businesses that were ineligible for SBA PPP loans, as well as for the 25% local share of costs being submitted to FEMA for reimbursement, pending confirmation of eligibility when the CDBG-CV regulations are released. Funding for case managers and other staff to support the 21 families for which rapid rehousing funds are requested is not being requested at this time, but may be recommended in future for either ESG-CV or CDBG-CV funding.

Legislative History:
The City submitted a Substantial Amendment to its 2015-2019 Consolidated Plan and PY 2019 Action Plan for to include CDBG-CV and ESG-CV funding from the CARES Act to HUD on June 9, 2020. HUD is expediting the review and release of these funds to protect, prepare for, and respond to the coronavirus.
Memorandum

To: Honorable Mayor and Members of the City Council
From: Hitesh Desai, Chief Financial Officer
CC: Kate Lewis-Lakin, Budget Coordinator
Subject: 2020 Budget Update
Date: June 22, 2020

Recommended Action:
Staff recommends discussion of the update on the 2020 budget.

Council Action:
For Discussion

Summary:
City Council last received an update on the 2020 budget at the May 26, 2020 City Council meeting. This memo offers another update on the 2020 budget, changes in the last month, and plans for moving forward.

Revenue Projections
With the receipt of data for March, April, and some May revenues, staff has revised estimates for revenues impacted by the COVID-19 pandemic. Staff now projects a revenue loss of $12 million from 2020 budgeted amounts. Revenue sources with revised estimates are detailed below.

Estimates for the following revenue sources have been increased:
1. Home rule sales tax - estimate increased $495,772. This is based on revenue received for March and April that were higher than initially predicted. Staff still projects home rule sales tax revenue to be 20% below budget.
2. Liquor tax - estimate increased $658,354. Staff now projects liquor tax to be 12.66% below budget. This is due to increased purchases of package liquor, offsetting some of the losses from restaurant and bar closures.
3. Building permits - estimate increased $126,573. Staff projects building permit revenue to reach budget, due to the receipt of a few large permits for planned developments in early spring and the continuation of residential construction permits in the summer months.

Estimates for the following revenue sources have been decreased:
1. State income tax - estimate decreased $380,000, based on actual returns through April. Staff now projects income tax to be 20% below budget.
2. Municipal hotel tax - estimate decreased $424,011, based on actual receipts through May. Staff projects a loss of 67% compared to budget, due to complete closure of many hotels for multiple months and expected low demand through the year.
3. Parking tax - estimate decreased by $320,000, based on actual receipts through May. Staff projects a loss of 30% from budget due to continued low occupancy of downtown parking garages and lots.
4. Amusement tax - estimate decreased by $157,500, based on actual receipts through May. Staff projects loss of 61% compared to budget. Events subject to amusement tax continue to be postponed. Staff does not expect a substantial impact in the current year from the new streaming tax, which goes into effect on October 1, 2020.
5. Parking tickets - estimate decreased by $221,479. Staff projects loss of 33% as compared to budget.
6. Athletic contest tax - estimate decreased $664,000. Staff projects loss of 81% of revenue compared to budget. This contemplates no sales of tickets for Northwestern football games, a conservative estimate as the university continues to develop plans for the fall football season.
7. Auto rental tax - estimate decreased $6,250 based on actual receipts through May. Staff has also begun to plan the sale of wheel taxes. The due date for a wheel tax purchase was changed to October 1, 2020, which means that wheel taxes will be sold starting in August. Staff is planning for sale of wheel tax at multiple locations throughout the City in order to reduce foot traffic at the Civic Center, and encouraging online purchases.

**Budget Balancing**
The attachment to this memo shows the measures that have been taken by the City to balance the 2020 budget. A few changes have been made since the May 26 meeting. First, savings from vacancies continues to rise, as the City Manager continues to enforce a hiring freeze. Holding all vacancies through the year-end, including positions vacated by layoffs, is now expected to yield over $3 million in savings in the General Fund. Second, AFSCME has agreed to 9 furlough days, in addition to the City-wide shutdown taken on May 18. This agreement was tentative at the last City Council meeting. Third, savings from Dutch Elm was adjusted to reflect additional funding for the program from the Capital Improvements Fund.

The net deficit in the general fund is still approximately $2.5 million after these adjustments, due to the increase in projected revenue loss. Staff is still negotiating potential furloughs or equivalent from the Police and Fire unions.

**COVID-19 Response Costs and Funding**
As of June 10, 2020, expenses directly related to COVID-19 response are $1,158,876. The City applied for expedited funding through the FEMA public assistance program on May 28, and is waiting for a response. This program is expected to reimburse the City for 75% of the total application amount, which is estimated to be $880,791. The remaining 25% non-FEMA match will be supported by other grant funds and can also be offset by donated labor and materials.

As of May 29, with the end of the stay-at-home order, the City is no longer funding non-congregate housing in City hotels. The expenses incurred for this program will be moved
from the General Fund to the Affordable Housing Fund, and is included in the submitted application for FEMA reimbursement.

The City has received notification of funding to be received from IDPH to support ongoing contact tracing and COVID-19 response through the Health and Human Services Department. The expected amount of funding is $817,632, for a one-year term. Of this, $284,130 will be used to support salaries of current health department employees, and $51,102 will be used for alternative housing, food, supplies, equipment, and technology. The remaining amount will be used to fill existing and new temporary health department positions that will be critical to maintaining the COVID-19 response and contract tracing programs. These positions include: Temporary Communicable Disease Specialist, Public Health Data Analyst, Contact Tracers (6 positions) and a Community Health Liaison. The new positions will be temporary and supported by the grant for one year. The positions will be posted first to current City staff, in order to seek additional budget savings. Any new vacancies created by filling these positions internally will be held for the remainder of the year. If qualified internal staff is not found for a position, it will then be posted publicly.

2021 Budget Planning
As we move into the summer months, staff has begun planning for the 2021 budget process. Though the City Council reviewed a 2021 Projected Budget in fall 2019, the COVID-19 crisis requires us to make significant changes to that projected budget. As work on the new 2021 Proposed Budget begins, staff will examine other vacancies present in the Health and Human Services department, and consider the need to fill these positions before the end of 2020 in order to meet crucial community needs.

Vacancies in other departments will also be examined, to consider the impact of holding these in the 2021 budget due to projected decreases in revenue. Staff will seek to evaluate what services may need to be reduced if vacancies continue to be held and what the impact of these service changes will be on the Evanston community. If certain vacancies do need to be filled to support critical community services, staff will seek ways that they may be filled with existing City personnel in order to create different vacancies with less negative impact on the community.

Staff is also exploring opportunities for online and virtual budget engagement opportunities, understanding that in-person meeting opportunities may still be limited during the summer and fall. More detail on these plans will be shared at future City Council meetings.

Attachments:
2020 Post COVID - Budget Balancing
2020-Post COVID - Revenue summary
### 2020 General Fund Budget Balancing
As of June 12, 2020

<table>
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<th>General Fund Revenue Loss Projected</th>
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<td>Current Vacancies (including 6 layoffs, other retirements)</td>
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<td>Non-union furlough days</td>
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<td>AFSCME Furlough May 18</td>
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<tr>
<td>AFSCME - 9 additional furlough days</td>
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<tr>
<td>Furlough of PRCS Instructors (3 pay periods)</td>
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<tr>
<td>Dutch Elm Inoculation - contract savings from budget</td>
<td>$100,000</td>
</tr>
<tr>
<td>Dutch Elm Inoculation - split with Capital Fund</td>
<td>$290,000</td>
</tr>
<tr>
<td>Savings on Crossing Guard Contract</td>
<td>$150,000</td>
</tr>
<tr>
<td>Friends of Robert Crown debt payment</td>
<td>$600,000</td>
</tr>
<tr>
<td>Other Department Expense Cuts</td>
<td>$491,117</td>
</tr>
<tr>
<td>Health Department Grant, to support current employee salaries</td>
<td>$254,000</td>
</tr>
<tr>
<td>Reduction in interfund transfers (to Insurance Fund, Debt Service Fund, Equipment Replacement Fund)</td>
<td>$1,500,000</td>
</tr>
<tr>
<td><strong>Expense Reductions enacted</strong></td>
<td>$7,851,858</td>
</tr>
<tr>
<td>Adopted Budget Surplus</td>
<td>$1,620,066</td>
</tr>
<tr>
<td><strong>Net Deficit Remaining (General Fund)</strong></td>
<td>-$2,546,144</td>
</tr>
</tbody>
</table>

| Other Furloughs - Under Negotiation |             |
| FOP 10 days (8 hour days)           | $539,266    |
| IAFF 4 shifts (24 hr shifts)        | $360,654    |

<p>| Other Funds Expense reductions      |             |
| Renegotiation of SP+ Contract - Parking Fund | $600,000 |
| Non-union layoffs (2 positions, 8 months) | $147,473 |
| Hiring freeze - current vacancies (8 months) | $286,758 |
| Library 10 furlough days            | $125,000    |</p>
<table>
<thead>
<tr>
<th>Revenue Source</th>
<th>2020 Adopted Budget</th>
<th>2020 Year-End Estimate</th>
<th>Loss from Budget</th>
<th>% Loss</th>
</tr>
</thead>
<tbody>
<tr>
<td>STATE USE TAX</td>
<td>2,100,000</td>
<td>2,037,000</td>
<td>(63,000)</td>
<td>-3.00%</td>
</tr>
<tr>
<td>SALES TAX - BASIC</td>
<td>10,250,000</td>
<td>9,379,772</td>
<td>(870,228)</td>
<td>-8.49%</td>
</tr>
<tr>
<td>SALES TAX - HOME RULE</td>
<td>7,800,000</td>
<td>6,240,000</td>
<td>(1,560,000)</td>
<td>-20.00%</td>
</tr>
<tr>
<td>AUTO RENTAL TAX</td>
<td>55,000</td>
<td>35,000</td>
<td>(20,000)</td>
<td>-36.36%</td>
</tr>
<tr>
<td>TRANSPORTATION NETWORK PROVIDER TAX</td>
<td>680,000</td>
<td>578,000</td>
<td>(102,000)</td>
<td>-15.00%</td>
</tr>
<tr>
<td>STATE INCOME TAX</td>
<td>7,600,000</td>
<td>6,080,000</td>
<td>(1,520,000)</td>
<td>-20.00%</td>
</tr>
<tr>
<td>MUNICIPAL HOTEL TAX</td>
<td>2,390,000</td>
<td>789,075</td>
<td>(1,600,925)</td>
<td>-66.98%</td>
</tr>
<tr>
<td>CIGARETTE TAX</td>
<td>250,000</td>
<td>212,500</td>
<td>(37,500)</td>
<td>-15.00%</td>
</tr>
<tr>
<td>EVANSTON MOTOR FUEL TAX</td>
<td>1,300,000</td>
<td>809,389</td>
<td>(490,611)</td>
<td>-37.74%</td>
</tr>
<tr>
<td>LIQUOR TAX</td>
<td>3,150,000</td>
<td>2,751,150</td>
<td>(398,850)</td>
<td>-12.66%</td>
</tr>
<tr>
<td>PARKING TAX</td>
<td>3,200,000</td>
<td>2,240,000</td>
<td>(960,000)</td>
<td>-30.00%</td>
</tr>
<tr>
<td>REAL ESTATE TRANSFER TAX</td>
<td>3,800,000</td>
<td>3,610,000</td>
<td>(190,000)</td>
<td>-5.00%</td>
</tr>
<tr>
<td>AMUSEMENT TAX</td>
<td>430,000</td>
<td>165,000</td>
<td>(265,000)</td>
<td>-61.63%</td>
</tr>
<tr>
<td>WHEEL TAX</td>
<td>3,000,000</td>
<td>2,850,000</td>
<td>(150,000)</td>
<td>-5.00%</td>
</tr>
<tr>
<td>ATHLETIC TAX</td>
<td>1,080,000</td>
<td>200,000</td>
<td>(880,000)</td>
<td>-81.48%</td>
</tr>
<tr>
<td>BUSINESS LICENSES</td>
<td>97,800</td>
<td>-</td>
<td>(97,800)</td>
<td>-100.00%</td>
</tr>
<tr>
<td>BUILDING PERMITS</td>
<td>4,225,100</td>
<td>4,225,100</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>PARKING TICKETS</td>
<td>3,740,000</td>
<td>2,546,221</td>
<td>(1,193,779)</td>
<td>-31.92%</td>
</tr>
<tr>
<td>RECREATION PROGRAM FEES</td>
<td>6,473,500</td>
<td>4,855,125</td>
<td>(1,618,375)</td>
<td>-25.00%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>61,621,400</strong></td>
<td><strong>49,603,332</strong></td>
<td><strong>(12,018,068)</strong></td>
<td></td>
</tr>
</tbody>
</table>
Memorandum

To: Honorable Mayor and Members of the City Council
From: Kimberly Richardson, Interim Assistant City Manager
Subject: Reparations Subcommittee Update
Date: June 22, 2020

Recommended Action:
Staff recommends City Council discuss the Reparations Subcommittee’s process to determine programs regarding housing assistance, relief initiatives, various economic development programs, and opportunities for Black Evanstonians.

Council Action:
For Discussion

Summary:
In July 2019, the Equity and Empowerment Commission conducted community conversations related to local reparations. After much input and feedback from various residents and community stakeholders on how the funds should be spent, the Commission provided the City Council with recommendations.

In September 2019 with Resolution 126-R-19, the City Council authorized the creation of a dedicated fund for local reparations and established the three-member Reparations Subcommittee to identify programs to be supported by the Reparations Fund to address past injuries to the Black Evanstonian community. The Subcommittee began holding public committee meetings in January 2020.

The Subcommittee’s work is currently focused on housing initiatives, which includes the following
1. Home Buyer Assistance Benefit Program
2. Home Preservation Benefit Program
3. Home Rehabilitation/ Renovation Program
4. Property Tax Distress Program
5. Property in Foreclosure Counseling Program
6. Financial Literacy Program

To facilitate the reparations process, the Subcommittee has relied upon N’COBRA’s (National Coalition of Blacks for Reparations in America) guidance for local reparations. N’COBRA has
developed five basic components for communities to engage in full reparations. The 5 basic components include (1) Cessation, Assurances and Guarantees of Non-Repetition, (2) Restitution and Repatriation, (3) Compensation (4) Satisfaction, and (5) Rehabilitation.

In addition, the Subcommittee is working with outside community stakeholders to address community concerns outside their current scope, such as education and mental health, and business.

**Reparations Subcommittee's Actions to Date**

**February 2020**
- Developed facilitator guide for dialogue around reparations and community engagement form
- Consulted with Mark Edward Alston, of Skyway Realty and Alston & Associates Mortgage Company and Public Policy Strategist, regarding housing and redlining in Evanston

**March 2020**
- Discussed models of first-time buyer housing assistance programs, affordable housing programs, and history of the City of Evanston's Housing Rehab Program for multi-family buildings

**April 2020**
- As the result of an executive order issued by Governor J.B. Pritzker suspending in-person attendance requirements for public meetings, Reparation Subcommittee meetings were canceled until further notice

**May 2020**
- Hosted community stakeholder meeting
- Hosted second town hall meeting with keynote speaker U.S. Representative Sheila Jackson Lee of Texas

**June 2020**
- Developed housing initiatives

**Next steps**
Staff is currently working to finalize a policy for the Home Buyer Assistance and Preservation Benefit Programs. Staff anticipates bringing the policy to the City Council for consideration in July.
Memorandum

To: Honorable Mayor and Members of the City Council
From: Kimberly Richardson, Interim Assistant City Manager
Subject: Racial Equity Update
Date: June 22, 2020

Recommended Action:
Staff recommends the City Council to accept and place on file our racial equity framework for city operations.

Council Action:
For Action: Accept and Place on File

Summary:
For the City of Evanston to achieve racial equity throughout our operations, a fundamental transformation is necessary. It is understood, current inequities are sustained by historical legacies, structures, and systems that repeat patterns of exclusion. However, as the City addressed racial and social discrimination, racial inequities continued to be persistent through everyday policies and practices.

Staff will present an update to City Council on the next steps to organize and operationalize our racial equity work.
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of the Compensation Committee
From: Kimberly Richardson, Interim Assistant City Manager
CC: Cheryl Wollin (chair), Rebecca Berneck, Omar Brown, Nehanda Loiseau, Rick Marsh
Subject: Report of the Committee on Proposed Compensation for the Eleven (11) Elected Officials of the City of Evanston
Date: June 22, 2020

Recommended Action:
The Compensation Committee recommends the City Council adopt its recommendation which specified that all elected officials’ compensation for years 2021 and 2022 shall increase at 0% (remain the same). Compensation for years 2023 and 2024 will increase at the same percentage rate as non-union employees receive. Every elected official will be offered full (100%) coverage for any health insurance plan for themselves only. They have the option to accept or deny such coverage, and add additional coverage for their spouse and/or family at their own expense.

Council Action:
For Action: Accept and Place on File

Summary:
The Evanston City Code requires that a non-aldermanic committee meet every four years to submit a report and recommend compensation for elected officials no later than two hundred and forty (240) days prior to the next regularly scheduled municipal election. In February of 2020, Mayor Hagerty appointed the above members to serve on this year’s compensation committee. The recommendations submitted will apply to those individuals elected to the City Council in the spring of 2021 through 2024.

With an appreciation of the immense work and responsibilities of Evanston’s elected officials, the committee delved into the assigned task. With the exception of the full-time city clerk, Evanston elected positions are part-time jobs of public service to the community.

This year presents tremendous budget challenges for the city due to the pandemic, and the committee understands this. Sacrifices and belt-tightening will be asked of all city
employees, including its leaders, elected officials. There have also been historical issues with inequality in aldermanic compensations, and the committee decided to try to eliminate these inequities. The basis for these dramatic differences was due to health insurance benefits.

The survey of sixteen IL northern suburban communities (including Evanston) revealed that Evanston elected officials receive the highest compensation by far, and only two of the sixteen offer health insurance. The resulting proposal that the committee is recommending does not remove Evanston as being the best compensated suburban council in the area.

One of the committee members, Rebecca Berneck, used her professional expertise to create several excel interactive spreadsheets with mathematical analysis of various scenarios. They became the basis for discussion and debate during our meetings. This enabled the committee to consider the impact that each scenario would have on the individual as well as the city budget. The committee was unanimous in reaching a solution, and achieving our two goals of eliminating inequalities in compensation and improving the city’s budget.

Our conclusions and recommendations, which were vetted by Human Resources, are as follows:

1. All elected officials’ compensation for years 2021 and 2022 shall increase at 0% (remain the same). Compensation for years 2023 and 2024 will increase at the same percentage rate as non-union employees receive.
2. Every elected official will be offered full (100%) coverage for any health insurance plan for themselves only. They have the option to accept or deny such coverage and add additional coverage for their spouse and/or family at their own expense.

The impact on the city budget of implementing this plan will save the taxpayers an estimated $440,000 over the next four years.

Although many impacted will experience a reduction in health benefits if re-elected, we trust that the current city council will agree that the compensation committee’s recommendations are fair, equal, and fiscally responsible.
REGULAR CITY COUNCIL MEETING

CITY OF EVANSTON, ILLINOIS
LORRAINE H. MORTON CIVIC CENTER
JAMES C. LYTLLE COUNCIL CHAMBERS
Monday, June 8th, 2020

<table>
<thead>
<tr>
<th>Present:</th>
<th></th>
<th>Absent:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alderman Fiske</td>
<td>Alderman Revelle</td>
<td>Alderman Rue Simmons</td>
</tr>
<tr>
<td>Alderman Braithwaite</td>
<td>Alderman Rainey</td>
<td>(9)</td>
</tr>
<tr>
<td>Alderman Wynne</td>
<td>Alderman Fleming</td>
<td></td>
</tr>
<tr>
<td>Alderman Wilson</td>
<td>Alderman Suffredin</td>
<td></td>
</tr>
<tr>
<td>Alderman Rue Simmons</td>
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</tbody>
</table>

Presiding: Mayor Stephen Hagerty

Devon Reid
City Clerk
Motion to suspend the rules and allow the meeting to be held virtually
Passed 9-0

Motion: Ald. Wilson
Second: Ald. Wynne

Mayor’s Public Announcements

Mayor Hagerty Announcements:
- Statement on George Floyd
- Evanston Fight For Black Lives Members address City Council
- COVID-19 Update
- Proclamation: Pride Month
- Proclamation: Juneteenth Month

City Manager’s Public Announcements

City Manager Erika Storlie gave an update on City Operations.

City Clerk’s Communications

City Clerk Announcements:
- Acknowledged public comments he received from Evanston residents regarding the hiring process of the next City Manager
- Discussion on Policing and Race: Tuesday, June 16th starting at 6:00 p.m.
- FOIA Presentation
<table>
<thead>
<tr>
<th>Name</th>
<th>Comment</th>
<th>Watch</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alex Morgan</td>
<td>Asked City Council to move towards a public process regarding the hiring of the next City Manager</td>
<td></td>
</tr>
<tr>
<td>Leslie Shad</td>
<td>Provided City Council with an update from Fund for Evanston Trees. She also voiced her support for the preservation of the Elm trees in Evanston.</td>
<td></td>
</tr>
<tr>
<td>Rick Marsh</td>
<td>Shared his input for the process of the hiring of the next City Manager. He hopes the public input from the community is sought by the City Council in order to make it a fair and transparent process.</td>
<td></td>
</tr>
<tr>
<td>Betsy Wilson</td>
<td>Thanked City Council for moving forward with a nation-wide search for the next City Manager. She said it’s important to consider applicants with different backgrounds given the current events. Thanked Mayor Hagerty for this commitment for police reform.</td>
<td></td>
</tr>
<tr>
<td>Matthew Mitchell</td>
<td>Talked about the four recommendations made by Citizen Police Complaint Assessment Committee (CPCAC) to the City of Evanston on handling police complaints.</td>
<td></td>
</tr>
<tr>
<td>Jackson Paller</td>
<td>Requested for the resolution to appoint Erika Storlie as the City Manager be removed from the agenda and hopes the public input from the residents will be at the forefront of the process in hiring the next City Manager. He hopes the City will take concrete steps in creating police reform in the city.</td>
<td></td>
</tr>
<tr>
<td>Kimberly Holmes-Ross</td>
<td>Stated she will wait until after the next Rules Committee meeting to share her statement.</td>
<td></td>
</tr>
<tr>
<td>Sandy Wilson</td>
<td>Voiced her appreciation for moving the discussion about the next City Manager to the Rules Committee.</td>
<td></td>
</tr>
<tr>
<td>Kiera Kelly</td>
<td>Read her remarks on the public process regarding the search for the next City Manager and other matters.</td>
<td></td>
</tr>
<tr>
<td>Lori Keenan</td>
<td>Shared her concerns over the City Manager search, FOIA, police reform and services to the community.</td>
<td></td>
</tr>
<tr>
<td>Virginia Mann</td>
<td>Voiced her support in favor of the preservation of elm trees in Evanston.</td>
<td></td>
</tr>
<tr>
<td>Allie Harned</td>
<td>Expressed her concerns about the City Council considering the resolution to appoint Erika Storlie as the next City Manager. She voiced her support along with other members of the community to make the search process for the next City Manager transparent public process.</td>
<td></td>
</tr>
</tbody>
</table>
Nic Davis

Asked for a more open and transparent process in selecting the next City Manager. Encouraged City Council members to seek positive police reform change in Evanston.

Carlis B Sutton

Thanked City Council for moving the discussion about the next City Manager over to the Rules Committee. He applauded the statements made by the organizers of the Evanston Fight For Black Lives.

Mike Vasilko

Believes Ordinance 18-O-20 would make it difficult for City Council to remove a City Manager and asked City Council to vote against it. Asked City Council to reconsider a more qualified company to reconstruct the gym floor at Fleetwood-Jourdain. Suggested amending Ordinance 25-O-20 to show the cost for trees needed to be replaced on private property. Lastly, he asked City Council to vote against the amended amusement tax.

Special Order of Business


City Council approved Evanston CARES Act Amendments to the 2015-2019 Consolidated Plan, PY 2019 Action Plan and Citizen Participation Plan that incorporate CDBG-CV and ESG-CV funding from the CARES Act to prevent, prepare for, and respond to the coronavirus. Funding sources are the City’s formula allocations of CDBG-CV in the amount of $1,080,243 and ESG-CV in the amount of $546,424.00, and $97,400.45 of unexpended 2019 CDBG entitlement funds for a total of $1,724,067.45.

For Action

Passed 9-0

SP2. Resolution 52-R-20 Appointment of City Manager

Mayor Hagerty recommends City Council adoption of Resolution 52-R20, appointing Erika Storlie to the position of City Manager to assume all roles and responsibilities.

Motion to withdraw SP2. Resolution 52-R-20 Appointment of City Manager

Motion: Ald. Wilson
Second: Ald. Braithwaite
For Introduction
Moved to the Rules Committee

SP3. Approval of Funding for the Dutch Elm Tree Injection Program

Staff requests City Council discuss and provide direction regarding the funding of the Dutch Elm Disease Injection Program. Funding is provided from the General Fund, Forestry Division Budget (Account 100.40.4320.62497) and/or from interest earned in the Capital Improvement Fund.

For Action
Passed 6-3       Alds. Braithwaite, Suffredin and Fleming voted “No”

Consent Agenda

CM1. Approval of the Minutes of the Regular City Council Meeting of May 26, 2020

City Council approved the minutes of the Regular City Council meeting of May 26, 2020.

For Action
Approved on Consent Agenda

A1. Approval of the City of Evanston Payroll and Bills List

City Council approved the City of Evanston Payroll for the period of May 11, 2020, through May 24, 2020, in the amount of $2,471,824.96, Bills List for June 09, 2020, in the amount of $6,547,120.34.

For Action
Approved on Consent Agenda

A2. City of Evanston Emergency Food Pantry Update

City Council accepted and placed on file the food pantry operations update.

For Action: Accept and Place on File
Approved on Consent Agenda
A3. **Approval of Authorization to Execute a Payment for the Month of April to Evanston Township High School for Providing Food Services to Assist Those Affected by School Closures Due to COVID-19**

City Council authorized the City Manager to execute a payment of $193,170 to Evanston Township High School (ETHS), (1600 Dodge Ave, Evanston, IL 60201) for providing food services to assist those affected by school closures due to COVID-19. Funding for this program is from the City Manager's Emergency Operations Unit (Account 100.15.1520.65025).

**For Action**
- Approved on Consent Agenda

A4. **Approval of Contract Award with Civiltech Engineering, Inc. for the Church Street Pedestrian and Bicycle Improvements (RFQ 20-21)**

Staff recommends the City Council authorize the City Manager to execute an agreement with Civiltech Engineering, Inc. (Two Pierce Place, Suite 1400, Itasca, IL 60143) for the Church Street Pedestrian and Bicycle Improvements (RFQ 20-21) in the amount of $293,650.41. Funding is provided from the GO Bond Fund (Account 415.40.4120.62145 – 420004), which has an approved FY 2020 budget of $300,000 and a YTD balance of $300,000.

**For Action**
- Passed 6-3
  - Alds. Fiske, Braithwaite and Suffredin voted “No”

A5. **Approval of a Contract Award with Carollo Engineers, Inc. for Hydraulic Modeling Services (RFP 20-32)**

City Council authorized the City Manager to execute an agreement with Carollo Engineers, Inc. (8600 W. Bryn Mawr Avenue, Suite 900N, Chicago IL 60631) for Hydraulic Modeling Services (RFP 20-32) in the not-to-exceed amount of $50,000 per year for the next three years (2020, 2021, and 2022), with the option to extend the contract for a fourth year (2023). Funding is provided from the Water Fund (Account 510.40.4225.62185) which has an approved FY 2020 budget of $160,000 and a YTD balance of $110,500. Staff proposes to budget $50,000 for hydraulic modeling services in this same account in future years.

**For Action**
- Approved on Consent Agenda
A6. Approval of Contract Award with Schroeder and Schroeder Inc. for Special Assessment Alley Project (Bid 20-09)

City Council authorized the City Manager to execute an agreement with Schroeder and Schroeder Inc. (7306 Central Park, Skokie, IL 60076) for the Special Assessment Alley Project (Bid 20-09) in the amount of $479,044.50. Funding is provided from the Capital Improvement Fund 2020 General Obligation Bonds in the amount of $239,522.25 and from the Special Assessment Fund in the amount of $239,522.25. A detailed summary is included in the memo below.

For Action
Approved on Consent Agenda

A7. Approval of Funding for the Demolition of a Vacant, Structurally Unsafe Building at 2012 Maple Avenue

Staff recommends City Council approval of funding for the demolition of a vacant, structurally unsafe residential structure located at 2012 Maple Avenue. The cost for the demolition will be is $40,300 which includes disconnection of the water and sewer services, demolition of structure, removal and backfill of the foundation and regrading of the site. The cost of the demolition will be paid for by grants provided by the Abandoned Residential Property Municipality Relief Grant from the Illinois Housing Development Authority. The funding source is the IL Vacant Expense Account, 100.24.2435.62469.

For Action
Failed in Committee

A8. Approval of Entrepreneurship Emergency Assistance Grants

City Council approved for financial assistance through the Entrepreneurship Support Program for the following applicants:

- Horizon Photography - $2,436.00
- Career Catalyst - $2,500
- Carrie Brown-LMT Massage Therapy - $2,305.38
- SLK Salon - $2,500
- La Cocinita - $2,500
- Illinois Allergy and Asthma Specialists - $2,500
- Good to Go Jamaican Restaurant - $2,500
- Viet Nom Nom - $2,500
- Avengerz Music Group, LLC - $1,000
- Linmay Studio - $1,471.49

Staff recommends utilizing the Economic Development Entrepreneurship Support Fund (Account 100.15.5300.62664). The
approved 2020 Fiscal Year Budget allocated $50,000 to this account. This request totals $22,212.87. To date, $0 has been spent.

For Action
Approved on Consent Agenda

A9. Approval of Change Order #1 with SmithGroup, for the Shoreline Condition Assessment Engineering Services Agreement

City Council authorized the City Manager execute Change Order #1 to an existing agreement with SmithGroup (35 E. Wacker Drive, Suite 900, Chicago, IL 60601) for the Shoreline Condition Assessment Project in the amount of $26,000. This change order will increase the total contract amount from $74,500 to $100,500. Funding will be provided from the Capital Improvement Fund 2020 General Obligation Bonds Facilities Contingency Account (Account 415.40.4120.62145 - 520011). This line item has an approved FY 2020 budget of $600,000 and a YTD balance of $256,344.

For Action
Approved on Consent Agenda

A10. Resolution 48-R-20, Terminating Limits on Third-Party Food Delivery Service Fees on July 13, 2020


For Action
Approved on Consent Agenda


Staff recommends City Council adoption of Resolution 49-R-20 extending the declared State of Emergency to July 13, 2020.

For Action
Approved on Consent Agenda

A12. Resolution 51-R-20 Authorizing the City Manager to Enter into a Contract to Reconstruct the Fleetwood-Jourdain Gym Floor Without Utilizing a Public Bidding Process

City Council adopted Resolution 51-R-20 authorize the City Manager to execute an agreement with Bodala, Inc. DBA Central Rug and Carpet (3006 Central Street, Evanston, Illinois, 60201) in the amount of $593,851.
without utilizing a public bid process. Two-thirds (2/3) vote of the aldermen is required to approve this item. Funding is provided from the Capital Improvement Fund 2020, 2020 General Obligation Bonds (Account 415.40.4120.65515-619024), in the amount of $593,851. This item has an FY 2020 budget of $250,000. The remaining funding is from savings in other projects and facilities contingency. A detailed funding table is included in the information below.

For Action
Passed 9-0

A13. Ordinance 56-O-20 Amending City Code Section 10-11-5(D), Schedule V(D) “Four-Way Stops” to Include Four-Way Stops at Hastings Avenue and Colfax Street

Staff recommends adopted Ordinance 56-O-20 by which the City Council would amend Section 10-11-5(D), Schedule V(D) of the City Code to establish a 4-Way Stop Control at the intersection of Hastings Avenue & Colfax Street. Funding will be through the General Fund Traffic Control Supplies (100.40.4520.65115), with a FY 2020 budget of $58,000 and remaining balance of $36,230.

Motion to suspend the rules for Introduction and Action
Passed 9-0

A14. Ordinance 55-O-20, Amending the Amusement Tax

City Council adopted Ordinance 55-O-20 amending the Amusement Tax to include online streaming services and to increase the amusement tax on venues with capacity over 1500 audience members. Amusement Tax revenue is deposited to the City's General Fund.

Motion to amend the Ordinance and remove Section 3-2-17-1 Subsection A & D.
Passed 8-1

Ald. Wilson voted “No”

Motion: Ald. Wynne
Second: Ald. Rainey

For Action
Passed 6-3
Alds. Rue Simmons, Suffredin and Fleming voted “No”
P1. Ordinance 35-O-20, Amending Title 6, Ground Floor Uses in the D2 District

Staff recommends that the Planning & Development Committee table Ordinance 35-O-20 due to the current COVID-19 pandemic and economic uncertainty over the retail market and the inability to hold inperson meetings with key stakeholders. Previously the Plan Commission and staff recommended amending the Zoning Ordinance to modify currently permitted ground-floor uses including Offices and Financial Institutions to special uses in order to encourage active ground-floor uses that promote pedestrian activity and an economically vibrant downtown corridor in the D2 Downtown Retail Core District.

For Introduction
Item tabled in Committee until November 9, 2020

P2. Ordinances 58-O-20 and 59-O-20 Authorizing Text Amendments to the Zoning Ordinance regarding the Classification of Minor and Major Variations and Residential Care Homes

City Council approved Ordinance 58-O-20 authorizing City-initiated Text Amendments to the Zoning Ordinance, Title 6 of the City Code, to Chapter 3 (Implementation and Administration) regarding the classification and administration of Minor and Major Variations and Ordinance 59-O-20 authorizing revisions to Chapter 4 (General Provisions) regarding Residential Care Homes and Transitional Treatment Facilities in the R4a, General Residential Zoning District.

For Introduction
Approved on Consent Agenda

P3. Ordinance 60-O-20, Granting a Special Use for a Type 2 Restaurant, Happy Lemon, in the D4 Downtown Transition District, at 1607 Chicago Ave.

City Council adopted Ordinance 60-O-20 granting special use approval for a Type 2 Restaurant, Happy Lemon, in the D4 Downtown Transition District. The applicant has complied with all zoning requirements and meets all of the Standards for a special use for this district.

For Introduction
Approved on Consent Agenda
P4. Ordinance 61-O-20, Granting a Special Use for Commercial Indoor Recreation, Total Sona Fitness, in the C2 Commercial District and oCSC Central Street Overlay District, at 2678 Green Bay Rd.

City Council adopted Ord. 61-O-20 granting special use approval for Commercial Indoor Recreation, Total Sona Fitness, in the C2 Commercial District and oCSC Central Street Overlay District. The applicant has complied with all zoning requirements and meets all of the Standards for a special use for this district.

For Introduction
Approved on Consent Agenda

P5. Ordinance 62-O-20 Granting a Special Use for a Detached Single Family Dwelling in the B1 Business District at 1717 Simpson St.

City Council adopted Ordinance 62-O-20 granting Special Use approval to allow the expansion of an existing Detached Single Family Dwelling in the B1 Business District, at 1717 Simpson Street. The applicant has complied with all zoning requirements and meets all of the Standards for Special Use in this district.

For Introduction
Approved on Consent Agenda

P6. Ordinance 63-O-20 Granting a Special Use for a Type 2 Restaurant, 4 Suns Fresh Juice in the C1 Commercial District at 1906 Main St.

City Council adopted Ord. 63-O-20 granting a Special Use for a Type 2 Restaurant, 4 Suns Fresh Juice, in the C1 Commercial District at 1906 Main St. The applicant has complied with all zoning requirements and meets all of the Standards for a special use in this district.

For Introduction
Approved on Consent Agenda

P7. Ordinance 25-O-20, Amending Title 7, Chapter 8, Section 8 “Tree Preservation”

City Council accepted and placed on filed Ordinance 25-O-20 amending the Tree Preservation Ordinance (7-8-8). There is no ability to implement and administer the revised Tree Preservation Ordinance due to the City's recent reduction in staffing in the Public Works Agency (PWA). If there is interest in further changes to the Tree Preservation Ordinance that do not require additional staffing, such as updates to tree species, fee structures, and other administrative details, staff can return to City Council with a
revised Ordinance for consideration.

For Action: Accept and Place on File
Approved to Accept and Place on File 9-0

R1. Ordinance 18-O-20, Amending Title 1, Chapter 8, "City Manager"

At the direction of Rules Committee, staff recommends City Council adoption of Ordinance 18-O-20, Amending Title 1, Chapter 8 “City Manager.”

For Introduction
Passed 7-2

Ald. Suffredin and Fleming voted “No”

Call of the Wards

Ward 1: Expressed her commitment in making positive change by bringing groups of different backgrounds together, but it can’t be done by suppressing certain groups. She shared her experience of marching alongside Dr. King on the Open Housing March. Asked for a fair and equitable process on how we treat residents and conduct city business. Thanked Jessica Feldman, a member of the Evanston League of Women Voters for all her years of service during her time in Evanston.

Ward 2: Praised the organizers of Evanston Fight For Black Lives for setting the tone of the sentiment being shared in Evanston. Encouraged everyone to go out to vote during the election. Acknowledged Omar Brown, Rev. Nabors, Jude Law and all other organizers who spoke at the rally in Logan Square. Said there are members of the faith, education and business community ready to discuss reparations. There will be a Ward meeting at 6:00 p.m. on Thursday, June 11, 2020 which will focus on the selection of the new City Manager. Made a referral to Chief Cook to provide best practices on recording during police encounters.

Ward 3: Thanked the members of the Evanston Fight For Black Lives for speaking with the City Council. Also thanked Rev. Nabors and all the other organizers that attended the rally at Fountain Square. Offered her condolences to the family of Jessica Feldman.

Ward 4: Thanked everyone for sharing their input on the City Manager search. Thanked the members of the Evanston Fight For Black Lives for organizing the march. Praised the work done by Jessica Feldman in promoting democracy here in Evanston.
Asked for members of the City Council to consider a resolution rethinking the Electoral Collage.

Ward 5:  

Thanked the members of the Evanston Fight For Black Lives and their leadership in organizing the event. She shared her praise for Carla Cooper-Dudley, Director of Primm Towers and Blake Manner for keeping senior residents safe from COVID-19. Made a referral to the Arts Committee to place on a future agenda an item to erect an art installation to uplift the African-American community and naming it “Blacks Life Matter”. Made a referral to the Health Department to look at racism as a public health crisis. Request to appoint a member of the community with a criminal-justice background, the Citizens Network of Protection and a leader from Evanston Own It to the Police Review Board. Invited the public to join the conversation on reparations in Evanston.

Ward 6:  

No Report

Ward 7:  

Thanked the members of the Evanston Fight For Black Lives for speaking with the City Council. Expressed her condolences over the passing of Jessica Feldman, a member of the Evanston League of Women Voters.

Ward 8:  

Encouraged everyone to read the article in Chicago Magazine which highlights the road to reparations led by Ald. Rue Simmons. Thanked the members of the Evanston Fight For Black Lives for speaking with the City Council. Praised the great work being done by Interim City Manager Erika Storlie, and asked residents to be respectful in their remarks made towards her.

Ward 9:  

Applauded the efforts of Carla Cooper-Dudley, Director of Primm Towers and Blake Manner for keeping senior residents safe from COVID-19. Thanked Pastor Daniel Ruin of the Grace Lutheran Church for all his years of service in the community. Would like to see people who have not served in any Boards & Commissions to serve on the Police Review Board. Encouraged the organizers of the Evanston Fight For Black Lives to continue to participate and ask the people they know to participate in civic engagement.

Adjournment

Ald. Wilson led City Council into Executive Session pursuant to 5 ILCS 120/2(a) to discuss agenda items regarding litigation and minutes. These agenda item are permitted subject to be considered in Executive Session and are an enumerated exception under the Open Meetings Act with the exception being 5 ILCS 120/2(a)(c)(1)(11). A roll call vote was taken and by a vote of 9-0 City Council recessed into Executive Session.
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Tera Davis, Accounts Payable Coordinator
CC: Hitesh Desai, Chief Financial Officer/Treasurer
Subject: Approval of the City of Evanston Payroll, Bills List
Date: June 22, 2020

Recommended Action:
Staff recommends City Council approval of the City of Evanston Payroll for the period of May 25, 2020, through June 7, 2020, in the amount of $2,580,625.72, Bills List for June 23, 2020, in the amount of $2,615,457.59.

Council Action:
For Action

Summary:
Payroll – May 25, 2020 through June 7, 2020 $2,580,625.72
(Payroll includes employer portion of IMRF, FICA, and Medicare)

Bills List – June 23, 2020 $2,615,457.59
General Fund Amount – Bills list $270,314.56
Supplemental List - $85,714.32
$356,028.88

TOTAL AMOUNT OF BILLS LIST & PAYROLL $5,196,083.31
*Advanced checks are issued prior to submission of the Bills List to the City Council for emergency purposes, to avoid a penalty, or to take advantage of early payment discounts.

Attachments:
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**Department 23 - FIRE MGMT & SUPPORT**

- **Business Unit 2305 - FIRE MGMT & SUPPORT**
  - **Account 65250 - CLOTHING**
    - Invoice Transactions: 1
    - Invoice Total: $219.00
  - **Account 65250 - SERVICE AGREEMENT/CONTRACT**
    - Invoice Transactions: 1
    - Invoice Total: $5,208.57
- **Business Unit 2315 - FIRE SUPPRESSION**
  - **Account 65250 - CLOTHING**
    - Invoice Transactions: 1
    - Invoice Total: $219.00

**Department 24 - HEALTH**

- **Business Unit 2401 - HEALTH SERVICES ADMIN**
  - **Account 65250 - MEMBERSHIP DUES**
    - Invoice Transactions: 1
    - Invoice Total: $495.00
  - **Account 65250 - COPY MACHINES**
    - Invoice Transactions: 1
    - Invoice Total: 23.61
- **Business Unit 2435 - FOOD AND ENVIRONMENTAL HEALTH**
  - **Account 65250 - MEMBERSHIP DUES**
    - Invoice Transactions: 1
    - Invoice Total: $515.81
  - **Account 65250 - COPY MACHINES**
    - Invoice Transactions: 1
    - Invoice Total: 23.61

**Department 10 - PARKS, REC. AND COMMUNITY SERV.**

- **Business Unit 1019 - REC. BUSINESS & FISCAL MGMT**
  - **Account 65250 - OTHER GENERAL COSTS**
    - Invoice Transactions: 1
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**Business Unit 2020 - REC GENERAL SUPPORT**

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Total: $270,314.56
### CITY OF EVANSTON

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**Fund 205 - EMERGENCY TELEPHONE (E911) FUND Totals**

- Invoice Transactions 4: $6,309.37
- Invoice Transactions 5: $6,596.17
- Invoice Transactions 5: $6,596.17

**Account 64505 - TELECOMMUNICATIONS**

- Invoice Transactions 1: $234.60

**Account 62509 - SERVICE AGREEMENTS/CONTRACTS**

- Invoice Transactions 5: $6,596.17

**Department 22 - POLICE**

- Invoice Transactions 5: $6,596.17

- Invoice Transactions 5: $6,596.17

**Fund 205 - EMERGENCY TELEPHONE (E911) FUND Totals**

- Invoice Transactions 5: $6,596.17

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**Business Unit**
- 5430 - HOME FUND

**Account**
- 65535 - REHAB LOANS

**Department**
- 21 - COMMUNITY DEVELOPMENT

**Fund**
- 240 - HOME FUND

**Invoice Transactions**
- 1

**Totals**
- Account 65535 - REHAB LOANS: $2,552.11
- Business Unit 5430 - HOME FUND: $2,552.11
- Department 21 - COMMUNITY DEVELOPMENT: $2,552.11
- Fund 240 - HOME FUND: $2,552.11

CITY OF EVANSTON

BILLS LIST

PERIOD ENDING 06.23.2020

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Page 9 of 23
## CITY OF EVANSTON

### BILLS LIST

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- Invoice Transactions 2: $62,784.17

**Business Unit**

- 3400 - CHICAGO-MAIN TIF LETTER OF CREDIT

**Account**

- 65515 - OTHER IMPROVEMENTS

**Description**

- MAIN STREET IMPROVEMENT PROJECT PHASE I ENGINEERING

**Department**

- 99 - NON-DEPARTMENTAL

**Fund**

- 345 - CHICAGO-MAIN TIF

**Totals**

- Invoice Transactions 1: $62,784.17
- Invoice Transactions 2: $62,784.17
### CITY OF EVANSTON

**BILLLS LIST**

**PERIOD ENDING 06.23.2020**

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**ACCOUNTS PAYABLE BY G/L DISTRIBUTION REPORT**

**Payment Date Range 06/23/20 - 06/23/20**

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**Fund 415 - CAPITAL IMPROVEMENTS FUND Totals**

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*Run by Tera Davis on 06/17/2020 08:50:37 AM*

Page 13 of 23
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Invoice Transactions 4 $22,005.78

Business Unit 4160 - CROWN CONSTRUCTION PROJECT Totals

Invoice Transactions 4 $22,005.78

Department 40 - PUBLIC WORKS AGENCY Totals

Invoice Transactions 4 $22,005.78

Fund 416 - CROWN CONSTRUCTION FUND Totals

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### CITY OF EVANSTON

**510 WATER FUND**

**BILLS LIST**

**PERIOD ENDING 06.23.2020**

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### Accounts Payable by G/L Distribution Report

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#### Total Amount $136,099.82

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*Document page 16 of 23*
### CITY OF EVANSTON

**BILLS LIST**

**PERIOD ENDING 06.23.2020**

#### Accounts Payable by G/L Distribution Report

**Fund 513 - WATER DEPR IMPRV & EXT FUND**

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**Department 71 - UTILITIES**

**Fund 513 - WATER DEPR IMPRV & EXT FUND Totals**

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<tr>
<td>2</td>
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<tr>
<td>1</td>
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<tr>
<td>3</td>
<td><strong>$245,194.11</strong></td>
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**Business Unit 7330 - WATER FUND DEP, IMP, EXT**

**Fund 513 - WATER DEPR IMPRV & EXT FUND Totals**

<table>
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<tr>
<th>Invoice Transactions</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>3</td>
<td><strong>$245,194.11</strong></td>
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**Account 65515 - OTHER IMPROVEMENTS**

<table>
<thead>
<tr>
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<tr>
<td>CLEARWELL 9 REPLACEMENT PROJECT</td>
<td><em>06/23/2020</em></td>
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<td><strong>206,673.75</strong></td>
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**Account 62145 - ENGINEERING SERVICES**

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<tbody>
<tr>
<td>OAKTON STREET WATER SUPPLY CONNECTION</td>
<td><em>06/23/2020</em></td>
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<td>1909 RAW WATER INTAKE REPLACEMENT</td>
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<td><strong>30,547.71</strong></td>
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</table>

**Run by Tera Davis on 06/17/2020 08:50:37 AM**

Page 17 of 23
<table>
<thead>
<tr>
<th>Invoice Description</th>
<th>Date</th>
<th>G/L Date</th>
<th>Payment Date</th>
<th>Invoice Amount</th>
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<tbody>
<tr>
<td>STREETSCAPE &amp; RAIN GARDEN LANDSCAPE MAINTENANCE</td>
<td>06/23/2020</td>
<td>06/23/2020</td>
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<td>ACCOUNT 62461 - SEWER MAINTENANCE CONTRACTS</td>
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<td>ACCOUNT 63055 - MATER. TO MAINT. INF.</td>
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<tr>
<td>BUSINESS UNIT 4530 - SEWER MAINTENANCE</td>
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<tr>
<td>invoice transactions 1</td>
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<td>invoice transactions 2</td>
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<td>TOTALS</td>
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<tr>
<td>CITY OF EVANSTON</td>
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<tr>
<td>PERIOD ENDING 06.23.2020</td>
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<td>CITY OF EVANSTON</td>
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<tr>
<td>RUN BY TERA DAVIS ON 06/17/2020 08:50:37 AM</td>
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## CITY OF EVANSTON
### BILL LIST
#### PERIOD ENDING 06.23.2020

<table>
<thead>
<tr>
<th>Date</th>
<th>Category</th>
<th>Account</th>
<th>Description</th>
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<th>Invoice Amount</th>
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<tbody>
<tr>
<td>06/23/2020</td>
<td>CONDOMINIUM REFUSE COLLECTION</td>
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<td>06/23/2020</td>
<td>RESIDENTIAL REFUSE COLLECTION</td>
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<td>06/23/2020</td>
<td>RESIDENTIAL YARD WASTE &amp; ROOF SCRAP COLLECTION</td>
<td>63417 - YARD WASTE REMOVAL CONTRACTUAL COSTS</td>
<td>06/23/2020 - 06/23/2020</td>
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<td>06/23/2020</td>
<td>TIRE RECYCLING</td>
<td>63529 - SERVICE AGREEMENTS/ CONTRACTS</td>
<td>06/23/2020 - 06/23/2020</td>
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<td>$254.65</td>
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<td>06/23/2020</td>
<td>REFUSE CONTAINER LIDS</td>
<td>65525 - FURNITURE &amp; FIXTURES</td>
<td>06/23/2020 - 06/23/2020</td>
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<td>BUSINESS UNIT 4310 - RECYCLING AND ENVIRONMENTAL MAIN</td>
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### City of Evanston
**BILLS LIST**
Period Ending 06.23.2020
Run by Tera Davis on 06/17/2020 08:50:37 AM
Page 19 of 23
<table>
<thead>
<tr>
<th>Invoice Description</th>
<th>GL Date</th>
<th>Payment Date</th>
<th>Invoice Amount</th>
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<tbody>
<tr>
<td>COPIER CHARGES</td>
<td>06/23/20</td>
<td>06/23/20</td>
<td>21.64</td>
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<td>BUSINESS UNIT 7705 - GENERAL SUPPORT Totals Invoice Transactions 1</td>
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<tr>
<td>Stock for Fleet</td>
<td>06/23/20</td>
<td>06/23/20</td>
<td>357.57</td>
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<td>65035 - PETROLEUM PRODUCTS Totals Invoice Transactions 3</td>
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<td>357.57</td>
</tr>
<tr>
<td>Streets Vehicle #35 Replaced Starter</td>
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<td>399.33</td>
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<tr>
<td>Fire Vehicle #307 Coolant Breathe/Hose</td>
<td>06/23/20</td>
<td>06/23/20</td>
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<td>Police Dept Vehicle #2 Windshield</td>
<td>06/23/20</td>
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<td>Recycling Vehicle #343 Side Broom Support</td>
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<td>102921 - INTERSTATE BATTERY OF NORTHERN CHICAGO</td>
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<td>Stock for Fleet</td>
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<td>Stock for Fleet</td>
<td>06/23/20</td>
<td>06/23/20</td>
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<tr>
<td>326182 - ORLANDO AUTO TOP</td>
<td>06/23/20</td>
<td>06/23/20</td>
<td>463.00</td>
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<td>324612 - RUSH TRUCK CENTERS OF ILLINOIS, INC</td>
<td>06/23/20</td>
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<td>65020 - CLOTHING Totals Invoice Transactions 19</td>
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<td>90,044.67</td>
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<tr>
<td>65060 - MATER. TO MAINT. AUTOS Totals Invoice Transactions 19</td>
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<td></td>
<td>90,044.67</td>
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<td>65035 - PETROLEUM PRODUCTS Totals Invoice Transactions 19</td>
<td></td>
<td></td>
<td>90,044.67</td>
</tr>
<tr>
<td>65020 - CLOTHING Totals Invoice Transactions 24</td>
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<td>819,012.50</td>
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<tr>
<td>65060 - MATER. TO MAINT. AUTOS Totals Invoice Transactions 24</td>
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<td></td>
<td>819,012.50</td>
</tr>
<tr>
<td>Fund 600 - FLEET SERVICES FUND Totals Invoice Transactions 24</td>
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<td>819,012.50</td>
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## CITY OF EVANSTON
### BILLS LIST
#### PERIOD ENDING 06.23.2020

### 601 EQUIPMENT REPLACEMENT FUND

**Accounts Payable by G/L Distribution Report**

**Payment Date Range 06/23/20 - 06/23/20**

<table>
<thead>
<tr>
<th>Invoice Description</th>
<th>G/L Date</th>
<th>Payment Date</th>
<th>Invoice Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPLACEMENT PRCS GATOR VEHICLE #435</td>
<td>06/23/2020</td>
<td>06/23/2020</td>
<td>$20,688.67</td>
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<tr>
<td><strong>Fund 601 - EQUIPMENT REPLACEMENT FUND Totals</strong></td>
<td></td>
<td></td>
<td><strong>$20,688.67</strong></td>
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**Business Unit** 7780 - VEHICLE REPLACEMENTS

**Account** 65550 - AUTOMOTIVE EQUIPMENT

**REPLACEMENT PRCS GATOR VEHICLE #435**

- Invoice Description: REPLACEMENT PRCS GATOR VEHICLE #435
- G/L Date: 06/23/2020
- Payment Date: 06/23/2020
- Invoice Amount: $20,688.67

**Fund 601 - EQUIPMENT REPLACEMENT FUND Totals**

- Invoice Description: Fund 601 - EQUIPMENT REPLACEMENT FUND Totals
- G/L Date: 06/23/2020
- Payment Date: 06/23/2020
- Invoice Amount: $20,688.67

Run by Tera Davis on 06/17/2020 08:50:37 AM

Page 21 of 23
## CITY OF EVANSTON
### BILLS LIST
#### PERIOD ENDING 06.23.2020

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Invoice Description</th>
<th>GL Date</th>
<th>Payment Date</th>
<th>Invoice Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>17487 - BROTHERS &amp; THOMPSON, P.C.</td>
<td>LEGAL SERVICES - COOK MAY CHARGES</td>
<td>06/23/2020</td>
<td>06/23/2020</td>
<td>$2,047.00</td>
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<td>17487 - BROTHERS &amp; THOMPSON, P.C.</td>
<td>LEGAL SERVICES - COOK APRIL CHARGES</td>
<td>06/23/2020</td>
<td>06/23/2020</td>
<td>$1,189.50</td>
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<td>17002 - ENGEL CALLAWAY BAASTEN &amp; SRAGA, LLC</td>
<td>LABOR GENERAL</td>
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<td>06/23/2020</td>
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<td>17225 - JOHNSON &amp; BEUL, LTD</td>
<td>LAMASTER V COE</td>
<td>06/23/2020</td>
<td>06/23/2020</td>
<td>$80.00</td>
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**Invoice Description**
- Fund 605 - INSURANCE FUND
- Department 99 - NON-DEPARTMENTAL
- Business Unit 7800 - RISK MANAGEMENT
- Account 62130 - LEGAL SERVICES-GENERAL

**Account & Department Totals**
- Account 62130 - LEGAL SERVICES-GENERAL Totals: $4,466.50
- Business Unit 7800 - RISK MANAGEMENT: Invoice Transactions 4, $4,466.50
- Department 99 - NON-DEPARTMENTAL Totals: Invoice Transactions 360, $1,185,769.13

**Fund Totals**
- Fund 605 - INSURANCE FUND Totals: Invoice Transactions 360, $1,185,769.13

---

* = Prior Fiscal Year Activity

Run by Tera Davis on 06/17/2020 08:50:37 AM
Page 22 of 23
<table>
<thead>
<tr>
<th>ACCOUNT NUMBER</th>
<th>SUPPLIER NAME</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
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<tr>
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<td>VARIOUS</td>
<td>HOUSING EXPENSES- HOTEL</td>
<td>85,714.32</td>
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<td>CASUALTY LOSS</td>
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<td>VARIOUS IPBC</td>
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<td>VARIOUS VARIOUS</td>
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<td><strong>Grand Total</strong></td>
</tr>
</tbody>
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PREPARED BY __________________________ DATE __________________________

REVIEWED BY __________________________ DATE __________________________

APPROVED BY __________________________ DATE __________________________
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Sarah Flax, Housing & Grants Administrator
CC: Johanna Nyden, Community Development Director; Marion Johnson, Housing and Grants Intern
Subject: Approval to Defer Loan Payments for up to 12 Months on CDBG Loans for Businesses Negatively Impacted by the COVID-19 Shutdown
Date: June 22, 2020

Recommended Action:
Staff recommends approval by the Administration and Public Works Committee of loan modifications that defer payments for up to 12 months on Community Development Block Grant (CDBG) business loans made to Ward 8 and Good To Go Jamaican Cuisine to provide additional financial flexibility during the COVID-19 crisis.

Council Action:
For Action

Summary:
Staff recommends approval of modifications to CDBG business loans in the form of payment deferment for up to 12 months with no accrued interest, late fees, or penalties. Monthly payments would be suspended and the original term of the loan would be extended for up to 12 months to allow for full repayment of the loans.

Two Evanston businesses currently hold CDBG loans:

- Ward 8 LLC, located at 629 Howard Street, Evanston, IL. Original loan of $130,000, current principal balance $42,211.48, monthly payment: $1,316.19, original term: 12/1/2022.
- Good to Go Jamaican Cuisine LLC, located at 709-711 Howard Street, Evanston, IL. Original loan: $25,000, current principal balance: $24,516.35, monthly payment: $258.74, original term: 5/1/2028.

The CDBG loans helped these businesses to open in vacant buildings in the Howard Street retail/commercial corridor between Ridge Avenue and the Metra tracks following the priorities...
of the 2010-2014 Consolidated Plan and South Evanston Neighborhood Revitalization Strategy Area Plan, and the subsequent 2015-2019 Consolidated Plan that included the Howard Street retail/commercial corridor as a priority for Economic Development to provide economic opportunity and contribute to the revitalization of this primarily low- and moderate-income neighborhood. CDBG loans are often subordinate to market rate financing and are gap funding with loan terms including first payment due one year after opening to allow the business to maintain a healthy cash flow during startup.

This CDBG loan deferment aims to provide some economic relief to CDBG business loan recipients that have been forced to close or limit their business operations dramatically to comply with the gubernatorial emergency declaration that placed restrictions on bars and restaurants to prevent the spread of the coronavirus. By providing payment deferments, the City of Evanston is taking steps to support the recovery of local businesses from COVID-19 at no additional cost, while securing the potential future revenue associated with such businesses. In addition, the likelihood of receiving loan payments in the future is improved by deferring payments that will help the businesses remain open and viable and is consistent in its intent and form with the mortgage forbearance policies offered on federally backed loans on residential properties to provide relief to property owners who have lost income due to the impact of COVID-19.

Legislative History:
City Council voted unanimously to approve Resolution 28-R-20, "Delaying the Due Date of Certain Payments to the City of Evanston and Delaying Certain Enforcement Measures by the City of Evanston by Sixty Days" at its meeting on Tuesday, March 17, 2020, which included the repayments of CDBG loans.
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Lawrence C. Hemingway, Director of Parks, Recreation, & Community Services
Subject: Approval of Authorization to Execute a Payment for the Month of May to Evanston Township High School for Providing Food Services to Assist Those Affected by School Closures Due to COVID-19
Date: June 22, 2020

Recommended Action:
Staff recommends that City Council authorize the City Manager to execute a payment of $163,200 to Evanston Township High School (ETHS), (1600 Dodge Ave, Evanston, IL 60201) for providing food services to assist those affected by school closures due to COVID-19.

Funding Source:
Funding for this program is from the City Manager's Emergency Operations Unit (Account 100.15.1520.65025).

Council Action:
For Action

Summary:
The City of Evanston, Evanston/Skokie School District 65, and ETHS District 202 partnered to provide food distribution services to assist those affected by school closures due to COVID-19. This program is sponsored by USDA and administered by the Illinois State Board of Education (ISBE) to provide free breakfast and lunch to all youth ages 1-18. The COVID-19 food program will continue throughout the month of June and then we will transition to the Summer Food program starting July 6, 2020.

Meals are served at the following locations:
• Fleetwood-Jourdain Community Center, 1655 Foster St
• Robert Crown Community Center, 1801 Main St.
• Kamen Park East Fieldhouse, 1115 South Blvd.
• Mason Park, Church Street and Florence Avenue
Meals are prepared at ETHS by their kitchen staff and picked up and transported to the meal sites by District 65 and City staff. Parks, Recreation and Community Services staff is responsible for the overall coordination of each site, including set up, distribution, monitoring, safety, clean up and record keeping.

This is a reimbursement program in which the total amount of reimbursement the City will receive is dependent upon the number of meals served. The City’s expected reimbursement is $2.37 for each breakfast and $4.15 for each lunch served. We are currently paying $6.00 for a breakfast and lunch from the school district. Our reimbursement for the month of May is $164,198.15 which has been submitted from the State.

The attached invoice in the amount of $163,200 is for meals distributed during the month of May.

Attachments:
City of Evanston May Covid-19 Invoice
## Invoice

**Evanston Twp. High School**
**Nutrition Services**
**1600 Dodge Avenue**
**Evanston, IL  60201**
**1-847-424-7225**

### Date:
6/10/2020

### Sold To:
City of Evanston
2100 Ridge Avenue
Evanston, IL 60201
1-847-448-4311

### Payment Method
Purchase Order

### Invoice 
3-May-20

### Job
City of Evanston Lunch Service (Covid-19)

<table>
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<th>Snacks</th>
<th>Lunches</th>
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<th>Discount</th>
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</thead>
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<td>Snacks: $1</td>
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</tbody>
</table>

### Total
$163,200.00

### Sales Tax

### Total
$163,200.00

*Thank you for your business!*

---

Page 3 of 3
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Lawrence C. Hemingway, Director of Parks, Recreation, & Community Services
Subject: Approval of the Agreement with Evanston Township High School to Supply Lunches for the 2020 Summer Food Program
Date: June 22, 2020

Recommended Action:
Staff recommends that City Council authorize the City Manager to execute an agreement with Evanston Township High School (ETHS), (1600 Dodge Ave, Evanston, IL 60201) to provide lunch meals for the 2020 Summer Food Program in the not-to-exceed amount of $3.50 per meal and $3.75 for special diet meals.

Funding Source:
This is a reimbursement program in which the total amount of reimbursement the City will receive is solely dependent upon the number of meals served and varies depending on the level of participation. The City’s estimated reimbursement is calculated using the highest daily participation level stated in our application. There is a food budget allocation in the Recreation Outreach Program Line Item (Account 100.30.3050.65025) in the amount of $131,000. Projected expenses for food costs are $110,000. Projected revenue reimbursement is $148,500.

Council Action:
For Action

Summary:
The City participates in a Summer Food Service Program, which is a program sponsored by USDA and administered by the Illinois State Board of Education (ISBE) to provide free breakfast and lunch to all youth ages 1-18. The lunch program will be held Mondays-Fridays, July 6 – August 14, 2020 at the following sites: Robert Crown Center, Fleetwood-Jourdain Center, Mason Park, Kamen Park, Dewey School, and Dawes School. Breakfast meals will be served at all locations.
Current rate of reimbursement set by the Federal Government is $2.33 per breakfast and $4.08 per lunch served. For 2019, 11,719 breakfast meals and 30,824 lunch meals were served. Reimbursement totaled $149,333.00. Due to issues with COVID-19, we expect a
drop in participation, but are encouraged based on the response to our emergency food distribution during the crisis.

Meals will be prepared at ETHS by their kitchen staff and picked up and transported to the meal sites by city staff. Parks, Recreation and Community Services staff is responsible for the overall coordination of each site, including set up, distribution, monitoring, safety, clean up and record keeping.

Non Competitive Bid Award Regulations for Summer Food Programs
(7 CFR 225.15(b)(1) The Federal regulations allow programs that sponsor Summer Food Programs to first consider their local School district as a source for obtaining meal service. Utilizing ETHS or another local public school to prepare or obtain meals does not require a competitive bid process. The site must be approved by the Illinois State Board of Education, which has approved ETHS to supply meals for our program.

ETHS is also accustomed to preparing large numbers of meals during the school year and has the facilities and the staff to prepare meals for the SFSP. In addition, ETHS staff is very knowledgeable about the USDA requirements for meal standards, which must be met. ETHS was not utilized in prior years because they could not transport meals to the sites and their per meal costs exceeded other vendors.

For comparison, Open Kitchens, Inc. supplied the lowest unit price meal in 2016 for the city’s program at a rate of $3.25 per lunch meal. Breakfast meals were prepared by staff at the Fleetwood-Jourdain and food was purchased from local grocery supply stores. The per meal cost rates that ETHS provided is also within the budgeted reimbursement amount pre-determined by the Federal Government.

Attachments:
Proposal from Evanston Township High School
Illinois State Board of Education Contract
Evanston Township High School’s Proposal to Furnish Food Service to City of Evanston’s Summer Camps 2020

Evanston Township High School ("Vendor") proposes to furnish the following for the City of Evanston’s ("City") Summer Camps 2020:

1. Bulk lunches to the Fleetwood Jourdain Community Center, Mason Park Community Center, Robert Crown Community Center, Kamen Park, Dawes Middle School and Dewey Middle School.
   a. Meals, when served in the designated portions, will meet all meal pattern requirements of the Summer Food Service Program Meal Pattern and will include the appropriate amounts of meat/meat alternate, vegetables, fruits, grains and milk.
   b. Meals will be prepared at Evanston Township High School according to the final menu to be agreed upon by both parties by June 20, 2020.
   c. The menu is subject to change based on food cost and availability.
   d. The number of meals will be based on a weekly order estimate given on the Thursday of the prior week.
      i. Count can be adjusted no later than 3 days prior to production. If less than a 3-day notice is given, the weekly estimate will be billed accordingly.
2. City of Evanston will deliver meals to all locations.
   a. Meals will be packed by the City of Evanston into sack lunches and distributed as needed.
   b. All unsold food will be communicated to allow ETHS to track and maintain accurate projections of food quantities.
   c. Soiled bins, leftovers and other items will be picked up by the City of Evanston and dropped off to ETHS no later than 2:30 PM.
3. Vendor assumes full responsibility for the food safety of the meals until they are taken to location, at which time the City will assume responsibility for the safe handling and serving of the meals.
4. Vendor will begin service on July 6, 2020 and the final day of service will be August 14, 2020.
5. The price per lunch is $3.50.
   a. Special diet price is $3.75.
b. Paper products such as plates, napkins and paper lunch bags will be charged as needed, on a per case basis.

6. A monthly invoice will be submitted to the City by the fifth day of each month by Vendor for the preceding month.

7. Payment is due to vendor within thirty (30) days of receipt of the invoice.

Payments will be sent to:

a. ETHS Nutrition Services Department
   Evanston Township High School District #202
   1600 Dodge Avenue
   Evanston, IL 60204

________________________________ __________________________
Evanston Township High School, Dist. # 202 City of Evanston

___________________ _________________
Date Date
THIS AGREEMENT is made and entered into by and between:

______________________________
City of Evanston  
Name of Sponsor

and _____________________________
Evanston Township High School  
Name of Vendor

The Vendor agrees to furnish meals as ordered by the Sponsor for the period of:

__________________________ to ____________________________
July 6, 2020 August 14, 2020

Based on the following:

<table>
<thead>
<tr>
<th>Meal Type</th>
<th>Estimated Servings per Day</th>
<th>Estimated Number of Serving Days</th>
<th>Unit Price</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AM or PM Snack</td>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lunch</td>
<td>825</td>
<td>30</td>
<td>3.50</td>
<td>86,625.00</td>
</tr>
<tr>
<td>Supper</td>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Vendor agrees to deliver ___________ N/A (unitized or bulk) meals ___________ N/A (inclusive or exclusive) of milk on a daily basis to the location(s) during the timeframes indicated in Schedule A, attached hereto and incorporated into this Agreement. The unit prices of each meal type which the Vendor agrees to furnish must be written in ink or typed in the blank space provided above. The price should be based on costs less the value of government donated foods provided by the Sponsor (this adjustment may be reflected in the unit price or in an adjustment on the final billing). The Vendor may not subcontract for the total meal, with or without milk, or for the assembly of the meals.

The unit prices submitted are based on the cycle menu in Schedule B, attached hereto and incorporated into this Agreement. The meals furnished shall meet or exceed Summer Food Service Program (SFSP) meal pattern requirements as specified in Schedule C, attached hereto and incorporated into this Agreement, and Title 7, Part 225 of the Code of
Federal Regulations. If the Sponsor elects to participate in the offer vs serve option allowed in Section 225.16(f), the parties agree to meet the requirements defined in Part 210 of Title 7 of the Code of Federal Regulations, and an appropriate meal plan (Schedule C) must be added to this Agreement.

Notification of any changes in approved sites will be made by the Sponsor not less than ___3__ days prior to the day delivery of the meals are to begin or end. The Sponsor reserves the right to increase or decrease the number of meals ordered on ____72____hour(s) notice. Less notice may be provided, if mutually agreed upon between the parties of this Agreement at the time notice is given.

The Vendor agrees to package and deliver meals in containers that meet local health standards. Foods subject to spoilage must be maintained at temperatures of less than 41 degrees Fahrenheit or at 140 degrees Fahrenheit or above, as applicable, during transport. The Vendor assures it has State or local health certification at the meal preparation facility(ies) and that health and sanitation requirements will be met at all times. The Vendor must ensure that meals are inspected periodically to determine bacteria levels. The bacteria level results must be promptly sent to the Sponsor and the State Agency.

The Vendor shall attach a ticket with each delivery specifying the date and quantity of meals by type that are provided. The delivery ticket must also state the menu for the day so each site can ensure the proper meals are being delivered. The Sponsor or Sponsor’s representative must sign each delivery ticket, keep a copy, and document any discrepancies. The Vendor shall promptly submit itemized invoices to the Sponsor _________Monthly_________ (weekly or monthly), which specify the quantity of meals by type delivered during the preceding ______Month_______ (week, month). Invoices not provided within the time limit may be disallowed by the Sponsor.

The Vendor shall not be paid for unauthorized menus, incomplete meals, meals that do not comply with SFSP meal pattern requirements (Schedule C), meals not delivered within the specified delivery time period, meals rejected because they do not comply with temperature requirements, or foods that are substandard in quality or show signs of spoilage. The Vendor is responsible for any costs the Sponsor may incur as a result of replacing these meals. Vendors will be informed within forty-eight (48) hours of any disallowed meals.

The Vendor shall be paid by the Sponsor for all meals delivered in accordance with this contract and SFSP regulations. Neither United States Department of Agriculture (USDA) nor the State Agency assumes any liability to the Vendor, nor for payment to the Sponsor or Vendor of differences between the number of meals delivered by the Vendor and the number of meals served by the Sponsor that are eligible for reimbursement.
The Sponsor shall have the option to cancel this Agreement if the Federal government withdraws funds to support the SFSP. It is further understood that, in the event of cancellation of this Agreement, the Sponsor shall be responsible for meals that have already been assembled and delivered in accordance with this Agreement.

The Vendor agrees to maintain all records (supported by invoices, menus, production records, receipts, etc) that the Sponsor needs to meet its responsibilities under Title 7, Part 225 of the Code of Federal Regulations. These records shall be available for inspection and audit by representatives of the Sponsor, the Illinois and/or Chicago Department of Public Health, the State Agency, U.S. Department of Agriculture, and the U.S. General Accounting Office at any reasonable time and place for up to three years from the date of receipt of final payment or until final resolution of any audits or investigations. The Vendor shall comply with the appropriate bonding requirements, as set forth in subsections 225.15(m)(5) through (m)(7) of Title 7 of the Code of Federal Regulations.

This Agreement may be terminated by either party upon thirty (30) days written notification. This Agreement is hereby executed by the following parties as of the date indicated below:

<table>
<thead>
<tr>
<th>Acceptance of Agreement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Representative’s Signature</td>
</tr>
<tr>
<td>Printed Name of Vendor Representative</td>
</tr>
<tr>
<td>Title Date</td>
</tr>
<tr>
<td>Sponsor Representative’s Signature</td>
</tr>
<tr>
<td>Printed Name of Sponsor Representative’s Signature</td>
</tr>
<tr>
<td>Title Date</td>
</tr>
</tbody>
</table>
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Anil Khatkhate, ADA/CIP Project Manager
CC: David Stoneback, Public Works Agency Director; Lara Biggs, City Engineer; Stefanie Levine, Senior Project Manager
Subject: Approval of a Contract Award with Garland/DBS, Inc. for the Building Exterior Repairs of Various City Facilities
Date: June 22, 2020

Recommended Action:
Staff recommends City Council authorize the City Manager to execute a contract for Building Exterior Repairs of Various City Facilities with Garland/DBS, Inc. (3800 East 91st St., Cleveland, OH) in the amount of $514,693.

Funding Source:
Funding will be provided from the Capital Improvement Fund 2019 General Obligation Bonds in the amount of $35,000, and from the 2020 General Obligation Bonds in the amount of $479,693. A detailed funding summary is included in the memo below.

Council Action:
For Action

Summary:
In 2019, Public Works Agency and Facilities Management staff assessed City buildings for their condition and deficiencies. Based on the assessment staff prepared a list of buildings requiring building exterior repairs to prevent water infiltration.

This project includes masonry repairs at the Municipal Service Center, Noyes Cultural Arts Center, Chandler-Newberger Community Center and the Ecology Center. The project also includes repairs to the Lighthouse Landing roof, replacement of the roof at the South Boulevard Beach Washroom and replacement of doors, windows and frames at the Lagoon Building.

Construction of this project is scheduled to begin in mid-July 2020. The substantial completion date is October 31, 2020.
The City of Evanston has used the OMNIA Partners, Public Sector (formerly known as U.S. Communities) program for various building exterior repair projects over the past five years. Racine County, Wisconsin prepared the Request for Proposal in 2019 to select a contractor for to provide the services for this Cooperative Purchasing process. Garland/DBS was the selected contractor for the five-year contract which also allows for a five-year extension. Under the cooperative purchasing process, Garland acts as the project designer and produces bid documents for the project. The bid documents for this project were sent to OMNIA Partners’ prequalified general contractors for bidding of the labor only, while Garland will provide all material at a preapproved price. A full labor and materials warranty is provided by Garland at the completion of the work. The City has previously contracted with Garland through the cooperative purchasing process for building exterior replacement, repairs and refinishing at multiple city facilities since 2014. Garland has successfully completed all of these prior projects to the satisfaction of staff and facility occupants. Staff recommends utilizing the cooperative purchasing process for this project and awarding this contract to Garland.

Analysis:
On June 10, 2020, staff received a proposal from Garland/DBS Inc. Garland obtained proposals for labor from four local prequalified contractors. Garland’s proposal using these contractors is as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Futurity 19, Inc.</td>
<td>$490,997.00</td>
</tr>
<tr>
<td>Dakota Evans Restoration Inc.</td>
<td>$512,847.00</td>
</tr>
<tr>
<td>Probilt Construction</td>
<td>$531,974.00</td>
</tr>
<tr>
<td>All American Exterior Solutions*</td>
<td>$23,696.00</td>
</tr>
</tbody>
</table>

* All American Exterior Solutions only provided pricing for the South Boulevard Roof Replacement project. They were also the only contractor to provide pricing for this location.

Based on the bids received, staff is recommending that Garland utilize the lowest-priced contractors - Futurity 19, Inc. for the Lighthouse Landing, Chandler Newberger, Ecology Center, Lagoon Building, Noyes Cultural Arts Center and Municipal Service Center; and All American Exterior Solutions for the South Boulevard Beach House project; for a total cost of $514,693.00.

Garland meets the City’s goal for M/W/EBE and will comply with LEP requirement. A review of the contractor’s compliance is attached.

Detailed Financial Summary:
The following is a detailed breakdown of the funding sources:
<table>
<thead>
<tr>
<th>Project</th>
<th>Funding Source</th>
<th>Account</th>
<th>FY 2020 Available Budget</th>
<th>Project Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrington Lagoon Building – Door and Window Replacements</td>
<td>2019 GO Bond</td>
<td>415.40.4119.65515 - 620006</td>
<td>$35,000</td>
<td>$35,000</td>
</tr>
<tr>
<td></td>
<td>2020 GO Bond</td>
<td>415.40.4120.65515 - 620006</td>
<td>$100,000</td>
<td>$55,249</td>
</tr>
<tr>
<td>Beach House (Lighthouse Landing &amp; South Blvd) – Roofing and Tuckpointing</td>
<td>2020 GO Bond</td>
<td>415.40.4120.65515 - 620002</td>
<td>$30,000</td>
<td>$41,426</td>
</tr>
<tr>
<td>Chandler-Newberger – Masonry and Foundation Repairs</td>
<td>2020 GO Bond</td>
<td>415.40.4120.65515 - 620003</td>
<td>$20,000</td>
<td>$22,532</td>
</tr>
<tr>
<td>Ecology Center – Masonry Repairs</td>
<td>2020 GO Bond</td>
<td>415.40.4120.65515 - 620018</td>
<td>Not budgeted</td>
<td>$4,086</td>
</tr>
<tr>
<td>Noyes Cultural Arts Center – Chimney Repairs</td>
<td>2020 GO Bond</td>
<td>415.40.4120.65515 - 620008</td>
<td>$45,000</td>
<td>$41,279</td>
</tr>
<tr>
<td>Service Center Tuckpointing</td>
<td>2020 GO Bond</td>
<td>415.40.4120.65515 - 620014</td>
<td>$400,000</td>
<td>$315,121</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$695,000</strong></td>
<td><strong>$514,693</strong></td>
</tr>
</tbody>
</table>

Attachments:
MWEBE Memo for Building Exterior Repairs of Various City Facilities
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Tammi Nunez, Purchasing Manager
CC: Hitesh Desai, Chief Financial Officer
Subject: MWEBE Memo for Building Exterior Repairs of Various City Facilities
Date: June 22, 2020

Recommended Action:
The Purchasing Division recommends City Council accept and place on file the MWEBE Memo for the Building Exterior Repairs of Various City Facilities.

Council Action:
For Action: Accept and Place on File

Summary:
The goal of the Minority, Women and Evanston Business Enterprise Program (M/W/EBE) is to assist such businesses with opportunities to grow. In order to help ensure 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.

With regard to the Building Exterior Repairs of Various City Facilities, Garland/DBS, Inc. total base bid is $514,693 and they will receive 95% credit for compliance towards the M/W/EBE goal. Futurity 19, Inc. certification status is pending with the Women’s Business Enterprise National Council.

<table>
<thead>
<tr>
<th>Name of M/W/EBE</th>
<th>Scope of Work</th>
<th>Contract Amount</th>
<th>%</th>
<th>MBE</th>
<th>WBE</th>
<th>EBE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Futurity 19, Inc.</td>
<td>Masonry and Carpentry</td>
<td>$490,997</td>
<td>95%</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Total M/W/EBE</td>
<td></td>
<td>$490,997</td>
<td>95%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Paul Moyano, Senior Project Manager
CC: David Stoneback, Public Works Agency Director; Lara Biggs, Capital Planning & Engineering Bureau Chief / City Engineer
Subject: Approval of Change Order No. 3 to the Agreement with Bolder Contractors, Inc. for the Oakton Street Water Supply Connection (Bid 19-36)
Date: June 22, 2020

Recommended Action:
Staff recommends the City Council authorize the City Manager to execute Change Order No. 3 to the agreement with Bolder Contractors, Inc. (316 Cary Point Drive, Cary, IL 60013) for the Oakton Street Water Supply Connection (Bid 19-36) in the amount of $100,314.13. This will increase the overall contract amount from $2,879,070.37 to $2,979,384.50. This change order does not include a time extension.

Funding Source:
Funding is provided from the Water Fund (Account No. 513.71.7330.65515 – 419003), which as an approved FY 2020 budget of $2,600,000 and a YTD balance of $1,753,542.57.

Council Action:
For Action

Summary:
On September 9, 2019, City Council approved a contract for the construction of Oakton Street Water Supply Connection with Bolder Contractors, Inc. The scope of this project includes new infrastructure to support the new wholesale water supply to the Village of Lincolnwood. The City of Evanston is building a new water meter on Oakton Street at the city limits, along with approximately 2,500 feet of 24-inch transmission main between the new meter and the South Standpipe located at 640 Hartrey Avenue. The Village of Lincolnwood will tie into the City’s system at the new metering facility. The contract also includes the replacement of the bulk water fill station near the south standpipe to improve the safety and accountability of bulk water sales to contractors in the City.
On December 9, 2019 City Council approved Change Order 1 to utilize domestically produced pipe fittings and adjust the completion date to allow for final restoration this spring when the asphalt plants open. The cost of this change order was $14,361.00.

On April 13, 2020 City Council approved Change Order 2 to address needed changes to pavement restoration. The cost of this change order was $156,195.13.00.

Analysis:
This change order is to address changes to the contract quantities based on the final installed quantities. There were several changes in quantities required to address unanticipated field conditions, including additional temporary construction fencing along Hartrey Avenue, additional water main and sewer main installation, poor ground conditions requiring larger trenches, and additional restoration in the project area. Additional costs are detailed in the breakdown of quantities and costs attached to the Change Order.

A summary of the project funding is as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount (Awarded by City Council on September 9, 2019)</td>
<td>$2,708,514.24</td>
</tr>
<tr>
<td>Change Order No 1 (Authorized on December 9, 2019)</td>
<td>$14,361.00</td>
</tr>
<tr>
<td>Change Order No 2 (Authorized on April 13, 2020)</td>
<td>$158,195.13</td>
</tr>
<tr>
<td>Current Contract Amount</td>
<td>$2,879,070.37</td>
</tr>
<tr>
<td>Change Order No 3 (Under Consideration)</td>
<td>$100,314.13</td>
</tr>
<tr>
<td>Revised Total Contract Amount</td>
<td>$2,979,384.50</td>
</tr>
<tr>
<td>FY2019 Budget Allocation</td>
<td>$1,600,000.00</td>
</tr>
<tr>
<td>FY2020 Budget Allocation</td>
<td>$2,600,000.00</td>
</tr>
</tbody>
</table>

Legislative History:
On September 9, 2019, the City Council approved a contract for Oakton Street Water Supply Connection with Bolder Contractors, Inc.

On December 9, 2019, the City Council approved Change Order No. 1.

On April 13, 2020, the City Council approved Change Order No. 2.

Attachments:
Change Order #3
CITY OF EVANSTON
CHANGE ORDER

Order No. 003
Date: June 10 2020
Agreement Date: September 19, 2019

PROJECT: Oakton Street Water Supply Connection
OWNER: City of Evanston
CONTRACTOR: Bolder Contractors, Inc.

The following changes are hereby made to the AGREEMENT:

1. Adjustment of bid quantities to reflect installed quantities.

A summary of final quantities and costs is attached as Table 1.

Change to CONTRACT PRICE:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original CONTRACT PRICE:</td>
<td>$2,708,514.24</td>
</tr>
<tr>
<td>Current CONTRACT PRICE adjusted by previous CHANGE ORDERS</td>
<td>$2,879,070.37</td>
</tr>
<tr>
<td>Total change in CONTRACT PRICE for this CHANGE ORDER 003</td>
<td>$100,314.13</td>
</tr>
<tr>
<td>The CONTRACT PRICE including this CHANGE ORDER will be</td>
<td>$2,979,384.13</td>
</tr>
</tbody>
</table>

| Original COMPLETION DATE                                                   | April 24, 2020  |
| Current COMPLETION DATE adjusted by previous CHANGE ORDERS                 | June 1, 2020    |
| Total Change in CONTRACT TIME for this CHANGE ORDER                         | 0 days          |
| The COMPLETION DATE including this CHANGE ORDER will be                    | June 1, 2020    |

Accepted by (Contractor):
Bolder Contractors, Inc.

Approved by (Owner):
City of Evanston
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Extended Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>FIBER OPTIC CABLE</td>
<td>LF</td>
<td>2,478.00</td>
<td>$</td>
<td>22,302.00</td>
</tr>
<tr>
<td>2</td>
<td>FIBER OPTIC CONNECTION</td>
<td>EA</td>
<td>2.00</td>
<td>$500.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td>3</td>
<td>TEMPORARY FENCE</td>
<td>LF</td>
<td>100.00</td>
<td>$12.00</td>
<td>1,200.00</td>
</tr>
<tr>
<td>4</td>
<td>TREE TRUNK PROTECTION</td>
<td>EA</td>
<td>10.00</td>
<td>$200.00</td>
<td>2,000.00</td>
</tr>
<tr>
<td>5</td>
<td>TREE ROOT PRUNING</td>
<td>LF</td>
<td>800.00</td>
<td>$5.00</td>
<td>4,000.00</td>
</tr>
<tr>
<td>6</td>
<td>TREE PRUNING</td>
<td>EA</td>
<td>10.00</td>
<td>$300.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>7</td>
<td>REMOVAL AND DISPOSAL OF UNSUITABLE MATERIAL</td>
<td>CY</td>
<td>0.00</td>
<td>$190.00</td>
<td>-</td>
</tr>
<tr>
<td>8</td>
<td>TRENCH BACKFILL</td>
<td>CY</td>
<td>2,261.00</td>
<td>$50.00</td>
<td>113,050.00</td>
</tr>
<tr>
<td>9</td>
<td>PIPE BEDDING</td>
<td>CY</td>
<td>1,558.00</td>
<td>$35.00</td>
<td>54,350.00</td>
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<tr>
<td>10</td>
<td>TOPSOIL, FURNISH AND PLACE</td>
<td>CY</td>
<td>24.00</td>
<td>$1.00</td>
<td>24.00</td>
</tr>
<tr>
<td>11</td>
<td>EXPLORATION TRENCH</td>
<td>EA</td>
<td>5.00</td>
<td>$3,000.00</td>
<td>15,000.00</td>
</tr>
<tr>
<td>12</td>
<td>EXPLORATION TRENCH, SHORT</td>
<td>SY</td>
<td>151.00</td>
<td>$30.00</td>
<td>4,530.00</td>
</tr>
<tr>
<td>13</td>
<td>SNEEZE FILTERS</td>
<td>EA</td>
<td>20.00</td>
<td>$150.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>14</td>
<td>AGGREGATE FOR TEMPORARY ACCESS</td>
<td>TON</td>
<td>100.00</td>
<td>$40.00</td>
<td>4,000.00</td>
</tr>
<tr>
<td>15</td>
<td>INCIDENTAL HOT-MIX ASPHALT SURFACING</td>
<td>SY</td>
<td>3,509.00</td>
<td>$14.00</td>
<td>49,126.00</td>
</tr>
<tr>
<td>16</td>
<td>HMA BINDER COURSE - 2.25&quot; (CO #2)</td>
<td>TON</td>
<td>1,602.00</td>
<td>$370.00</td>
<td>592,740.00</td>
</tr>
<tr>
<td>17</td>
<td>TEMPORARY HOT-MIX ASPHALT SURFACING</td>
<td>SY</td>
<td>14.00</td>
<td>$2,000.00</td>
<td>28,000.00</td>
</tr>
<tr>
<td>18</td>
<td>HMA SURFACE REMOVAL, VARIABLE DEPTH</td>
<td>SY</td>
<td>5,614.00</td>
<td>$3.00</td>
<td>16,842.00</td>
</tr>
<tr>
<td>19</td>
<td>PAVEMENT PATCHING - 8&quot; CONCRETE (CO #2)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>SEVERS, 12&quot; SPECIAL (DIP CL 50)</td>
<td>LF</td>
<td>124.00</td>
<td>$210.00</td>
<td>26,040.00</td>
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<tr>
<td>21</td>
<td>SEVERS, 10&quot; SPECIAL (DIP CL 50)</td>
<td>LF</td>
<td>87.00</td>
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<td>17,400.00</td>
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<tr>
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<td>SEVERS, 8&quot; SPECIAL (DIP CL 50)</td>
<td>LF</td>
<td>157.00</td>
<td>$180.00</td>
<td>28,260.00</td>
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<tr>
<td>23</td>
<td>WATER MAIN, 24&quot; (DIP CL 250), PUSH JOINT</td>
<td>LF</td>
<td>1,715.00</td>
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<td>24</td>
<td>WATER MAIN, 24&quot; (DIP CL 250), RESTRAINED JOINT</td>
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<tr>
<td>25</td>
<td>WATER MAIN, 16&quot; (DIP CL 250), RESTRAINED JOINT</td>
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<td>8,700.00</td>
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<tr>
<td>26</td>
<td>WATER MAIN, 12&quot; (DIP CL 250), PUSH JOINT, EXTERNAL ZINC-BASED COATED</td>
<td>LF</td>
<td>6.00</td>
<td>$400.00</td>
<td>2,400.00</td>
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<tr>
<td>27</td>
<td>WATER MAIN, 10&quot; (DIP CL 52), PUSH JOINT, EXTERNAL ZINC-BASED COATED</td>
<td>LF</td>
<td>10.00</td>
<td>$350.00</td>
<td>3,500.00</td>
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<tr>
<td>28</td>
<td>WATER MAIN, 8&quot; (DIP CL 52), PULL JOINT, EXTERNAL ZINC-BASED COATED</td>
<td>LF</td>
<td>52.00</td>
<td>$200.00</td>
<td>10,400.00</td>
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<tr>
<td>29</td>
<td>WATER VALVES, 24&quot;</td>
<td>EA</td>
<td>1.00</td>
<td>$30,000.00</td>
<td>30,000.00</td>
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<tr>
<td>30</td>
<td>WATER VALVES, 16&quot;</td>
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<td>2.00</td>
<td>$15,000.00</td>
<td>30,000.00</td>
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<tr>
<td>31</td>
<td>VALVE BOXES</td>
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<td>$100.00</td>
<td>900.00</td>
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<tr>
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<td>TAPPING SLEEVE</td>
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<td>$4,000.00</td>
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<td>33</td>
<td>PRESSURE CONNECTIONS</td>
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<td>4,000.00</td>
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<td>34</td>
<td>CONNECTION TO EXISTING MAIN</td>
<td>EA</td>
<td>1.00</td>
<td>$15,000.00</td>
<td>15,000.00</td>
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<tr>
<td>35</td>
<td>FIRE HYDRANT WITH AUXILIARY VALVE, 2&quot; D.W.M. PIPE, VALVE BOX AND TEE, COMPLETE</td>
<td>EA</td>
<td>7.00</td>
<td>$9,000.00</td>
<td>63,000.00</td>
</tr>
<tr>
<td>36</td>
<td>CATHODIC PROTECTION</td>
<td>LS</td>
<td>1.00</td>
<td>$15,000.00</td>
<td>15,000.00</td>
</tr>
<tr>
<td>37</td>
<td>WATER SERVICE LINE, 4&quot; DIA OR GREATER, D.W.M. PIPE, VALVE BOX AND TEE, COMPLETE, SHORT</td>
<td>EA</td>
<td>1.00</td>
<td>$15,000.00</td>
<td>15,000.00</td>
</tr>
<tr>
<td>38</td>
<td>WATER SERVICE LINE, 4&quot; DIA OR GREATER, D.W.M. PIPE, VALVE BOX AND TEE, COMPLETE, LONG, TRENCHLESS INSTALLATION</td>
<td>EA</td>
<td>1.00</td>
<td>$20,000.00</td>
<td>20,000.00</td>
</tr>
<tr>
<td>39</td>
<td>WATER SERVICE LINE, 2&quot; DIA OR LESS, SHORT, SPECIAL</td>
<td>EA</td>
<td>3.00</td>
<td>$6,000.00</td>
<td>18,000.00</td>
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<tr>
<td>40</td>
<td>WATER SERVICE LINE, 2&quot; DIA OR LESS, LONG, SPECIAL, TRENCHLESS INSTALLATION</td>
<td>EA</td>
<td>1.00</td>
<td>$12,000.00</td>
<td>12,000.00</td>
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<tr>
<td>41</td>
<td>ADJUSTING SANITARY SERVICES</td>
<td>EA</td>
<td>4.00</td>
<td>$2,800.00</td>
<td>11,200.00</td>
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<tr>
<td>42</td>
<td>ADJUSTING WATER SERVICE LINES</td>
<td>EA</td>
<td>4.00</td>
<td>$300.00</td>
<td>1,200.00</td>
</tr>
<tr>
<td>43</td>
<td>FIRE HYDRANT TO BE REMOVED, BARREL ONLY, CAPPED IN PLACE</td>
<td>EA</td>
<td>7.00</td>
<td>$900.00</td>
<td>6,300.00</td>
</tr>
<tr>
<td>44</td>
<td>FLUOROCARBON RUBBER (VITON) GASKET, 16&quot;</td>
<td>EA</td>
<td>8.00</td>
<td>$500.00</td>
<td>4,000.00</td>
</tr>
<tr>
<td>45</td>
<td>FLUOROCARBON RUBBER (VITON) GASKET, 24&quot;</td>
<td>EA</td>
<td>140.00</td>
<td>$700.00</td>
<td>98,000.00</td>
</tr>
</tbody>
</table>

**Oakton Water Supply Connection**

Bid No. 19-36

Table 1 - Change Order No. 3

Page 4 of 5
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Extended Price</th>
</tr>
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<tbody>
<tr>
<td>47</td>
<td>VALVE VAULTS, 8-FT SQUARE</td>
<td>EA</td>
<td>1.00</td>
<td>$15,000.00</td>
<td>$15,000.00</td>
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<tr>
<td>48</td>
<td>FRAMES AND LIDS TO BE ADJUSTED, SPECIAL</td>
<td>EA</td>
<td>6.00</td>
<td>$900.00</td>
<td>$5,400.00</td>
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<tr>
<td>49</td>
<td>ABANDONED OR REMOVAL OF CATCH BASINS, INLETS, VALVE VAULTS, VALVE BOXES, AND MANHOLES</td>
<td>EA</td>
<td>1.00</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
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<tr>
<td>50</td>
<td>CONCRETE SIDEWALK</td>
<td>SF</td>
<td>710.00</td>
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<td>51</td>
<td>CURB &amp; GUTTER</td>
<td>LF</td>
<td>30.00</td>
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<tr>
<td>52</td>
<td>NON-SPECIAL WASTE DISPOSAL</td>
<td>CY</td>
<td>4,124.00</td>
<td>$0.01</td>
<td>$41.24</td>
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<td>53</td>
<td>SOIL DISPOSAL ANALYSIS</td>
<td>EA</td>
<td>4,000.00</td>
<td>$2,000.00</td>
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<tr>
<td>54</td>
<td>MOBILIZATION</td>
<td>LS</td>
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<td>$150,000.00</td>
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<td>55</td>
<td>CHANGEABLE MESSAGE SIGN</td>
<td>CALENDAR MONTH</td>
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<td>57</td>
<td>TEMPORARY CONCRETE BARRIER</td>
<td>LF</td>
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<td>$40,000.00</td>
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<tr>
<td>58</td>
<td>IMPACT ATTENUATORS, TEMPORARY</td>
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<td>$780.00</td>
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<tr>
<td>59</td>
<td>TEMPORARY STRIPING</td>
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<td>1.00</td>
<td>$5,000.00</td>
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<td>60</td>
<td>CONSTRUCTION LAYOUT</td>
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<td>PRE AND POST CONSTRUCTION SUB-SURFACE VIDEOTAPING</td>
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<td>BULK WATER FILLING STATION</td>
<td>LS</td>
<td>1.00</td>
<td>$90,000.00</td>
<td>$90,000.00</td>
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<tr>
<td>66</td>
<td>LUMP SUM FOR ALL PROJECT WORK RELATED TO METER VAULT AND NOT INCLUDED IN UNIT PRICE ITEMS 1 THROUGH 65</td>
<td>LS</td>
<td>1.00</td>
<td>$85,000.00</td>
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<td>67</td>
<td>ALLOWANCE FOR DUCTILE IRON FITTINGS</td>
<td>LB</td>
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<td>68</td>
<td>ALLOWANCE FOR SCADA INTEGRATION</td>
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<td>72</td>
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<tr>
<td>73</td>
<td>DOMESTICALLY MADE DIP FITTINGS (CO #1)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>74</td>
<td>IPS IRRON GASKETS</td>
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<td>21.00</td>
<td>$200,000.00</td>
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<td>75</td>
<td>TEMP STRIPING, PRECISION 12/4/19</td>
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<tr>
<td>80</td>
<td>PAVEMENT STRIPING (CO #2)</td>
<td>EA</td>
<td>1.00</td>
<td>$12,156.00</td>
<td>$12,156.10</td>
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</tbody>
</table>

Total Bid Amount $ 2,708,514.24

Change Order No. 1 (Approved 12/9/19) $ 14,361.00
Change Order No. 2 (Approved 4/13/20) $ 156,195.13
Total $ 2,879,070.37

Installed Extended Price $ 2,775,384.50
Change Order No. 3 $ 100,184.33
Memorandum

To: Honorable Mayor and Members of the City Council
From: Brian George, Assistant City Attorney
Subject: Resolution 53-R-20 Authorizing the City Manager to Consent to a Permit for Northwestern Football Parking and Tailgating Events for the 2020, 2021, 2022, 2023, and 2024 Seasons
Date: June 22, 2020

Recommended Action:
Staff recommends City Council adoption of Resolution 53-R-20 authorizing the City Manager to give consent to a permit for Northwestern Football parking and tailgating events for the 2020, 2021, 2022, 2023, and 2024 seasons.

Council Action:
For Action

Summary:
Since 1919, the City has leased property along the North Shore Channel from the Metropolitan Water Reclamation District of Greater Chicago ("MWRD"), for public recreational use and has subleased a portion of the leased property to an entity to operate a public golf course. In order to supplement golf course revenue, parking and tailgating agreements were reached with Northwestern University. A question arose as to whether these supplemental uses were authorized by the lease with MWRD, so in 2019, City Council adopted Resolution 60-R-19, which authorized the City Manager to provide consent to the MWRD permit to Northwestern University for parking and tailgating activities on the property during the 2019 football season home games.

The City has determined that it is in the interest of the parties to continue this relationship and continue to permit these parking and tailgating activities. Resolution 53-R-20 therefore authorizes the City Manager to provide consent to the MWRD permit to Northwestern University for parking and tailgating activities on the property during the 2020 through 2024 football season home games.

Attachments:
Resolution 53-R-20 Authorizing Northwestern Football Tailgate and Parking 2020-24
53-R-20

A RESOLUTION

Authorizing the City Manager to Consent to a Permit for Northwestern Football Parking and Tailgating Events for the 2020, 2021, 2022, 2023, and 2024 Seasons

WHEREAS, since 1919, the City of Evanston leases certain real property along the North Shore Channel from the Metropolitan Water Reclamation District of Greater Chicago (“MWRD”), for public recreational uses including several public parks, bike paths, a public golf course, and other similar activities (the “Lease”); and

WHEREAS, since 1919, the City has sublet a portion of the leased property to an entity to operate a public golf course (“the Subject Property”), and the current entity operating the golf course is the Evanston Wilmette Golf Course Association d/b/a Canal Shores; and

WHEREAS, in 2019 the Evanston City Council adopted Resolution 60-R-19, which allowed the City Manager to, among other things, request an amendment to the Lease with MWRD in order to allow the sale and consumption of alcohol on the Subject Property in connection with concerts, festivals, and other events and to provide consent to the MWRD permit to Northwestern University for parking and tailgating activities on the Subject Property during the 2019 season home football games; and

WHEREAS, pursuant to Resolution 60-R-19, the Lease with MWRD was amended to allow the sale and consumption of alcohol on the Subject Property in connection with concerts, festivals, and other events; and
WHEREAS, pursuant to Resolution 60-R-19, consent was given to Northwestern University for parking and tailgating activities on the Subject Property during the 2019 season home football games; and

WHEREAS, the City of Evanston finds that it is in the best interests of its residents to continue to provide consent to the MWRD permit to Northwestern University for parking and tailgating activities on the Subject Property during home football games.

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

SECTION 1: The City Manager is authorized to provide consent to the MWRD permit to Northwestern University for the parking and tailgating activities on the Subject Property during the 2020, 2021, 2022, 2023, and 2024 football season home games.

SECTION 2: The City Manager is hereby authorized and directed to negotiate any additional conditions as he may determine to be in the best interests of the City and in a form acceptable to the Corporation Counsel.

SECTION 3: That this Resolution 53-R-20 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

Approved as to form:

______________________________
Kelley Gandurski, Corporation Counsel
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Christopher Venatta, Senior Project Manager
CC: David Stoneback, Public Works Agency Director; Lara Biggs, City Engineer
Subject: Resolution 55-R-20, Authorizing the City Manager to Submit an Application for the Rebuild Illinois Public Infrastructure Program Grant from the State of Illinois for Main Street Water Main Improvements from Maple Avenue to Hinman Avenue
Date: June 22, 2020

Recommended Action:
Staff recommends City Council adoption of Resolution 55-R-20, Rebuild Illinois Grant Application – Main Street Water Main Improvements.

Funding Source:
The Rebuild Illinois Public Infrastructure Grant funds 50% of the construction project cost, and the remaining 50% of the funding must be provided by the local municipality. For this project, the total construction cost is estimated at $1,150,000. Of this, the City of Evanston will be responsible for $575,000, which will need to be budgeted in FY 2021 Capital Improvement Program.

Council Action:
For Action

Summary:
The Rebuild Illinois Public Infrastructure program is a state program funded through the State of Illinois’s Department of Commerce and Economic Opportunity (DCEO) designed to provide grants funding public infrastructure improvements that can provide an improved foundation for economic growth in Illinois communities. Grant applications for the 2020/2021 cycle are due to the DCEO on or before June 30, 2020.

The selection criteria for this grant required the project to be in a nearly completed design state to ensure timely implementation and had a strong focus on utility infrastructure. Given this criteria as well as the other selection parameters, staff felt that the most applicable
project is the Main Street Water Main Improvements project which is an advanced utility contract to the Main Street Streetscape project from Maple Avenue to Hinman Avenue. The advanced water main work is scheduled to begin in 2021 with the full streetscape project projected for 2022 construction.

If approved by Council, the 2021 CIP will identify $575,000 in funding as the City's match to the Main Street Water Main Improvements project, to be funded by the Water Fund. Funding for streetscape work is proposed to be provided by the Chicago-Main TIF and GO bonds. Therefore, staff recommends approval of Resolution 54-R-20 authorizing the City Manager to sign the Rebuild Illinois Grant application.

Attachments:
Resolution 55-R-20 Grant Agreement Application Rebuild Illinois
55-R-20
A RESOLUTION
Authorizing the City Manager to Submit an Application for the Rebuild Illinois Public Infrastructure Program Grant from the State of Illinois for Main Street Water Main Improvements from Maple Avenue to Hinman Avenue

WHEREAS, the Rebuild Illinois Public Infrastructure Program is a state program funded through the State of Illinois’s Department of Commerce and Economic Opportunity (DCEO) designed to provide grants funding public infrastructure improvements that can provide an improved foundation for economic growth in Illinois communities; and

WHEREAS, funding can be requested to support utility projects for water and sewer line facilities; and

WHEREAS, the Rebuild Illinois Public Infrastructure Program funds fifty percent (50%) of the subject project cost and the remaining fifty percent (50%) will be funded by the City; and

WHEREAS, the City is preparing a Rebuild Illinois Public Infrastructure Program grant application for the Main Street Water Main Improvements Project from Maple Avenue to Hinman Avenue (hereinafter referred to as the “Project”), and

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

SECTION 1: The City Manager is hereby authorized to submit the Rebuild Illinois Public Infrastructure Program grant application for state funds to the DCEO and
the City Clerk is hereby authorized and directed to attest, on behalf of the City of Evanston.

**SECTION 2:** The City Manager is also authorized and directed to negotiate any additional conditions of the application as may be determined to be in the best interests of the City.

**SECTION 3:** That this Resolution 55-R-20 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

Approved as to form:

_______________________________
Kelley Gandurski, Corporation Counsel

Adopted: _____________________, 2020
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Johanna Leonard, Director of Community Development
CC: Gary Gerdes, Building & Inspection Services Division Manager; Dave Stoneback, Public Works Director; Edgar Cano, Public Services Bureau Chief; Angelique Schnur, Property Standards Supervising Inspector
Subject: Ordinance 24-O-20 Amending Section 7-2-9-3, Sidewalks to be Clear of Snow, Ice, Dirt and Weeds
Date: June 22, 2020

Recommended Action:
Staff recommends adoption of Ordinance 24-O-20, “Amending Section 7-2-9-3, Sidewalks to be Clear of Snow, Ice, Dirt and Weeds”. This ordinance revises sections of the code related to sidewalk snow and ice removal. Ordinance 24-O-20 was introduced at the February 10, 2020 City Council meeting and was subsequently tabled at the February 24, 2020 City Council meeting until the June 22, 2020 meeting for further review and research of snow removal laws and consideration of revisions of the ordinance.

Council Action:
For Action

Summary:
At the February 24, 2020 meeting further discussion and information was requested on the policies and procedures for snow removal enforcement. This memorandum includes examples of other communities sidewalk snow removal laws in comparable communities and clarifies procedures associated with the enforcement of this ordinance.

Based on the ongoing challenges associated with winter weather events and compliance with maintaining clear and walkable sidewalks, the following changes are included in Title 7 of the Code:

- Requirement that any accumulation of snow and ice be removed from public and private sidewalks within 24 hours following the end of a winter weather event.
- Requirement that best efforts be made to remove snow and ice at corner sidewalks and accessible ramps if you live/own a property that is adjacent to an intersection with
a pedestrian walkway to a crosswalk or intersection crossing. Examples of best efforts would be attempts to relocate snow from walkway and sand/salt area to reduce potential for falls.

- Definitions for various portions of the pedestrian environment that include the carriage walk and the curb walk.

Policy for Notice of Violation
At the February 24, 2020 meeting, there was a request for additional clarity as to when a violation of the sidewalk snow and ice removal has occurred. Violation fees are only assessed after being found liable at Administrative Adjudication. The below timeline summarizes the timeline that is generally observed for snow and ice violations:

<table>
<thead>
<tr>
<th>Timeline</th>
<th>Action</th>
<th>Fine of Fee Assessed?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday 9:00a</td>
<td>Snow event ends; Total accumulation is 5”</td>
<td>No</td>
</tr>
<tr>
<td>Monday 9:00a</td>
<td>311 Center receives complaints about 123 Main Street not shoveling public and private sidewalks</td>
<td>No</td>
</tr>
<tr>
<td>Monday 10:00a</td>
<td>Property Standards inspects 123 Main Street and leaves “door hanger” with reminder to shovel walk; Will return in 24 hours.</td>
<td>No</td>
</tr>
<tr>
<td>Tuesday 10:00a</td>
<td>Following 24 hours, Property Standards Inspector returns to 123 Main Street and could observe two (2) outcomes: • Snow was removed (melted or was shoveled); or • Snow is still present.</td>
<td>No</td>
</tr>
<tr>
<td>Tuesday 12:00p</td>
<td>Assuming snow was still present, Property Standards Inspector returns to office and issues a Notice of Violation either by email or by mail. If by mail, Property Standards Inspector needs to wait 7 days until return to inspect sidewalk; or • If by email, Inspector will return in 24 hours.</td>
<td>No</td>
</tr>
<tr>
<td>Wednesday 12:00p or Wednesday 12:00p (7 days after issuance of Notice of violation by USPS)</td>
<td>Property Standards Inspector returns to 123 Main Street and observes either two (2) outcomes: • Snow was removed (melted or was shoveled); or • Snow is still present (potentially more has accumulated and is unshoveled).</td>
<td>No</td>
</tr>
</tbody>
</table>
Ticket is issued for violation of failure to remove snow; Appearance at Administrative Adjudication is now required and will occur within two (2) weeks. No

| Two (2) – three (3) weeks after snow event | Administrative Adjudication. | Fine is assessed only if property owner is found liable. |

Comparable Communities

An additional request during the February 24, 2020 meeting was for information regarding the laws and policies related to snow removal in comparable communities. Below is a table with additional information summarizing policies and laws that require snow removal within 24 hours (or less) following the cessation of a snow or ice event.

<table>
<thead>
<tr>
<th>Community</th>
<th>Policy/Law</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicago, IL</td>
<td><strong>Snow between 7a-7p; Remove by 10p • Snow between 7p-7a; Remove by 10a</strong></td>
</tr>
<tr>
<td></td>
<td>All snow and ice must be removed</td>
</tr>
</tbody>
</table>
| Oak Park, IL      | **Article IV, Sec 66. -6:** "The occupant of every lot or premises adjoining any street, or the owner of such lot or premises, if the same are not occupied, shall clear all ice and snow from sidewalks adjoining such lot or premises within the time required in this section. When any snow or ice shall cease to fall during the daylight hours, such snow or ice shall be cleared from the sidewalks within 12 hours after such cessation. When a fall of snow or ice shall have ceased during the nighttime, it shall be cleared from the sidewalks by 6:00 p.m. of the following day."
| Madison, WI       | **Chapter 10.28:** "The owner of each lot or part of lot shall remove all snow and ice upon the sidewalk abutting the premises which he or she owns not later than 12:00 noon of the day after the snow or ice has accumulated on the sidewalk, regardless of the source of accumulation. The owner of property abutting sidewalks on two intersecting streets shall remove all snow and ice from the sidewalks of both streets, including that portion of the sidewalks bordering the crosswalk, including the curb ramp, if any, regardless of the source of the snow accumulation."
| Saint Paul, MN    | **Chapter 113:** "The owner or occupant of any building or lot abutting a public sidewalk is responsible for and shall remove any accumulation of snow and/or ice from said public sidewalk within twenty-four (24) hours after the snow and/or ice has ceased to fall, gather or accumulate."

Background:

At the January 13, 2020 meeting of the Administration & Public Works Committee, staff provided an overview of changes to be made to the City Code to support the maintenance of all transportation corridors in the City, notably the removal of snow and ice from public and private sidewalks. Sidewalks create an interconnected network for transportation for people requiring non-motorized transportation and movement (e.g. pedestrians, cyclists, users of mobility-assist devices, etc.) The ability to utilize the sidewalk year round, regardless of weather conditions is an important priority for the City. The current City Code only requires snow and ice removal after a total of four inches (4") of accumulation. While this threshold may only be met a few times during the winter, sidewalks are often not passable after a few inches of snow or even a few tenths of an inch of ice. They present hazardous and even
dangerous conditions for those needing to utilize the sidewalk. The City’s 311 Center and members of City Council receive a large volume of complaints after each winter weather event. Unless the total threshold is met, there is little ability to require property owners/responsible parties to remove snow.

After the most recent winter weather events from January 17-18 and January 22-25, the City received a total of 153 complaints regarding sidewalk conditions throughout Evanston. Following the first event (1/17-1/21), the City had a total of 3.5 inches of snow and 0.22 inches of ice and received 99 complaints. Since the 4” threshold was not met at that time, there was no ability to require property owners to remove the accumulation from sidewalks. After the winter weather the City experienced on January 22 and 23, the City had reached the 4” threshold and inspectors were able to issue notices of violation. On Friday, January 24, 16 notices of violation were issued.

Attachments:
Ordinance 24-O-20 Amending City Code, Sidewalks Clear of Snow Ice and Dirt
AN ORDINANCE
Amending Section 7-2-9-3, Sidewalks to be Clear of Snow, Ice, Dirt and Weeds

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

SECTION 1: City Code Subsection 7-2-9-3, “Sidewalks To Be Clear Of Snow, Ice, Dirt and Weeds”, of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

7-2-9-3. – SIDEWALKS TO BE CLEAR OF SNOW, ICE, DIRT AND WEEDS.

A) Definitions: For purposes of this Section, the following terms shall have the following meanings:

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sidewalk</td>
<td>That portion of the public right-of-way, between the curb lines or the lateral lines of a roadway and the adjacent property lines intended for the use of pedestrians</td>
</tr>
<tr>
<td>Carriage Walk</td>
<td>Walkways that connect the public sidewalk and the street curb and the public sidewalk with the building structure.</td>
</tr>
<tr>
<td>Curb Walk</td>
<td>Additional paved area directly adjacent to the curb that is located between a grass or landscaped parkway and the street. Distance from the parkway to the street measures two feet (2’) or less.</td>
</tr>
</tbody>
</table>

B) Snow and Ice. Every owner, lessee, tenant, occupant or other person in charge of any building or lot of ground in the city abutting upon any public way or public place shall be responsible for the following as pertains to such building or lot of ground: Whenever there is a snowfall with an accumulation of four (4) inches or more every owner or occupant of a dwelling or other building, or proprietor or lessee of any enclosed lot or premises, shall clear a path at least thirty-six inches wide (36”) on the sidewalks in front of or adjoining such house,
building or premises of snow and ice. If such path connects to a sidewalk that leads to a crosswalk or other defined area to cross a street at an intersection, demonstrated best efforts (included but not limited to removal of snow, use of sand, salt or similar deicing material) to remove the snow or ice from this area must also be made so as to maintain the pedestrian path from the sidewalk to the street. The path shall be created and cleared within twenty-four (24) hours when there is an accumulation of four inches (4") or greater snowfall, of the cessation of any snowfall, ice formation event, or winter weather event resulting in an accumulation and the path shall be maintained and clear of snow and ice. If the snow and ice is hardened and congealed such that removal is unduly burdensome or may damage the sidewalk, the sidewalk shall have sand, salt or similar deicing material spread upon its surface. The path shall be cleared and created to give access to abutting property and public ways. The requirements herein do not pertain to curb walks and they are not required to be kept clear of snow and/or ice. All landlords shall clear snow and ice from private sidewalks and carriage walks, walkways, stairs, driveways, parking spaces, parking lots, and similar areas on private property to permit access for tenants and invitees to such private property.

If an owner, lessee, proprietor or occupant neglects or refuses to clear such snow and/or ice, the City may clear such snow and/or ice or authorize some person to do the same on behalf of the City. The City, in its sole discretion, may issue notices of violation to an owner, lessee, proprietor, or occupant for violations of this section. If the City's agent clears snow and/or ice, a notice of lien of the cost and expense thereof incurred by the City shall be recorded by filing a lien in the office of the Cook County Recorder of Deeds. The notice of lien shall consist of a sworn statement setting out:

1. A description of the real estate sufficient for identification thereof;
2. The amount of money representing the cost and expense incurred or payable for the service; and
3. The date when the cost and expense was incurred by the City.

Such notice shall be filed within sixty (60) days after the cost and expense is incurred.

Upon payment of the cost and expense after the notice of lien was filed as provided herein, the lien shall be released by the City or person in whose name the lien was filed and the release shall be filed of record. Nothing in this section imposes upon the City a duty of care or create a cause of action against the City for personal injury or for damage to personal property due to natural accumulations of snow and ice.

(B) (C) Dirt and Weeds. Every owner, lessee, proprietor or occupant under this section shall keep sidewalks clear and free of all obstructions at all times, including but not limited to, dirt and weeds.
(C)(D) Off-Street Parking Areas. Every owner or occupant of any dwelling house or other residential building, or proprietor or lessee of any business, commercial or public premises within the City, shall clear the off-street parking spaces and access thereto for spaces required to be provided under zoning or other City codes for said premises of ice and snow within twenty-four (24) hours of any four-inch (4") or greater snowfall, ice event, or winter weather event.

(E) Violations: Any person found to have violated this subsection of the Code shall be guilty of an offense punishable as follows:

1. The fine for a first violation is $50.00
2. The fine for a second violation is $200.00
3. The fine for a third and any subsequent violation is $450.00

A separate offense shall be deemed to have been committed upon each such day such violation shall occur or continue.

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 24-O-20 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: _________________, 2020  
Approved: 

Adopted: _________________, 2020  
_________________________________, 2020  

_______________________________  
Stephen H. Hagerty, Mayor  

Attest:  
Approved as to form: 

_______________________________  
Kelley Gandurski, Corporation Counsel  

Devon Reid, City Clerk
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of the Planning and Development Committee
From: Carlos Ruiz, Senior Planner/Preservation Coordinator
CC: Johanna Nyden, Community Development Director; Scott Mangum, Planning and Zoning Manager; Mark C. Simon, Preservation Commission Chair

Subject: Resolution 54-R-20 African American Heritage Sites
Date: June 22, 2020

Recommended Action:
The Preservation Commission and City staff recommend adoption of Resolution 54-R-20 honoring African American Heritage Sites in Evanston, Illinois.

Council Action:
For Action

Summary:
The Evanston Preservation Commission unanimously supports the passage of the proposed Resolution 54-R-20 to honor African American Heritage Sites in Evanston.

Following an Aldermanic referral, 5th Ward Alderman Robin Rue Simmons and Morris (Dino) Robinson, Jr. of Shorefront Legacy Center approached the Commission a few months ago for assistance in creating a framework to preserve and honor sites important to the history of African American life in Evanston. For our initial meetings, we considered establishing an African American cultural district in Evanston somewhat similar to existing historic districts, but we came to realize that the community was more interested in preserving their cultural heritage than the architectural features of buildings and would prefer a different framework. Without precluding the possibility that a historic structure could be landmarked if a future need arose. Resolution 54-R-20 does not impose any restrictions or burdens on the designated sites.

Although Resolution 54-R-20 will honor historic sites and existing buildings, the goal is to link the history of African Americans in Evanston to the vibrant community existing in the city today. Our hope is that by honoring historic sites and currently existing structures of importance to the African American community, we will both support the current African
American community and bring to the attention of all Evanston residents the historic and current vibrancy of African American life in Evanston.

Preservation Commissioners spent several hours assisting with that process and drafting, but the future of this effort will belong wholly to the community. We hope that the Heritage Sites can be used to promote walking tours, exhibits, and be part of a broader effort to promote this rich cultural heritage. As this effort will require ongoing leadership, Resolution 54-R-20 appoints Shorefront Legacy Center to administer this effort and keep it moving forward. We have found Shorefront to be a wonderful repository of knowledge of the history of African American Evanston and hope we can continue to help them educate all of Evanston about this rich cultural heritage.

Resolution 54-R-20 also grants Shorefront Legacy Center the ability to honor more Heritage Sites as the need or desire of the community may arise in the future.

Attachments:
Resolution 54-R-20, African American Heritage Sites
54-R-20
A RESOLUTION
African American Heritage Sites

WHEREAS, recognizing the contributions of Evanston’s earliest African American members who settled in Evanston as early as the 1850s and the contributions of the African American community members throughout Evanston’s history, and the need for greater awareness of such contributions, and expressing support for the establishment of African American heritage sites;

WHEREAS, recognition of historic African American sites and structures throughout all of Evanston will foster local pride and help maintain a sense of overall community;

WHEREAS, significant African American buildings and sites are located in downtown, north, south, east and west Evanston areas;

WHEREAS, the Fifth Ward continues to be a focal point of African American community life in Evanston and contains many historic buildings and sites;

WHEREAS, we enhance our Evanston community by celebrating the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people;

WHEREAS, the City of Evanston is home to many pioneering African American residents who established and were involved in significant institutions both past and present;

WHEREAS, Maria Murray was the first recorded African American resident in 1855 and lived at 325 Dempster Street;
WHEREAS, Josephine Taylor owned and operated a business Downtown Evanston in 1879 that was located at 323 Davis Street;

WHEREAS, Ebenezer A.M.E. and Second Baptist Church were the two earliest established African American Churches in Evanston in 1882;

WHEREAS, Sandy Trent became Evanston’s first African American police officer in 1894 and lived at 1815 Benson Avenue;

WHEREAS, the Fourth Annual Convention of the Illinois State Federation of Colored Women’s Clubs was held in downtown Evanston in 1903;

WHEREAS, the Emerson Street Branch YMCA opened its doors as an established segregated facility in 1914 and was located at 1014 Emerson Street;

WHEREAS, the Iroquois League, a home for non-live-in domestic workers was established in 1917 and was located at 1125 Garnett Place;

WHEREAS, the Evanston Chapter NAACP was established first in 1918 and chartered again in 1928;

WHEREAS, Edwin B. Jourdain, Jr. was elected as Evanston’s first African American alderman in 1931 and lived at 2032 Darrow Avenue;

WHEREAS, Captain Fred Hutcherson was honored for his distinguished services in the Royal Canadian Air Force Ferry command in 1942 and lived at 1902 Asbury Avenue;

WHEREAS, Community Hospital was dedicated in 1952 that primarily serviced the African American community and was located at 2026 Brown Avenue;

WHEREAS, Mayme F. Spencer was the First African American female alderman elected in 1963;
WHEREAS, Joseph E. Hill was appointed as Evanston’s first African American Superintendent of School District 65;

WHEREAS, William H. Logan, Jr. was hired as Evanston’s first African American Chief of Police in 1984 and Sanders Hicks as Evanston’s first African American Fire Chief in 1987;

WHEREAS, Lorraine H. Morton was elected as Evanston’s first African American mayor in 1993 and lived at 2206 Darrow Avenue;

WHEREAS, Actress Tina Lifford’s extensive acting career has found her in over 100 television and movie productions, and she lived at 2129 Church Street;

WHEREAS, the multiple sites, people and events throughout Evanston’s history are too numerous to list;

WHEREAS, the culture and history of this vibrant community would be best fostered by declaring a series of heritage sites and providing community support for same rather than by creation of a historic district under Evanston’s Preservation Code;

WHEREAS, in respect and recognition of the passing of the November 12, 2002, 43-R-02 Evanston Resolution on Slave Reparations;

WHEREAS, in respect and recognition of the passing of the June 5, 2019, 58-R-19 Evanston Resolution Commitment to End Structural Racism and Achieve Racial Equity;

WHEREAS, in respect and recognition of the passing of the November 14, 2019, 126-R-19 Evanston Resolution Establishing a City of Evanston Funding Source Devoted to Local Reparations;
WHEREAS, the establishment of African American Heritage Sites will implement one of the community benefit requirements of 126-R-19 Resolution as championed by the African American community;

WHEREAS, the founding of Shorefront and the Shorefront Legacy Center in 2002 and its current role in the Evanston Community representing and upholding the community’s input honoring the greater African American community;

WHEREAS, the initial programmatic objectives of the African American Heritage Sites will include those described on the Program attached hereto and will expand in the future as the community continues to recognize through a nomination and review process established by Shorefront or a recognized successor;

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

SECTION 1: The City of Evanston does hereby proclaim the establishment of the African American Heritage Sites;

SECTION 2: That Shorefront (or future successor) will administer the programmatic aspects of the African American Heritage Sites and establish a review process for additional nominated sites.

SECTION 3: That the City of Evanston, the Evanston Preservation Commission and Shorefront will act, in the spirit of this resolution, in a collaborative manner.

SECTION 4: That the City of Evanston is determined to preserve Evanston as a diverse community and to safeguard equity for all of its residents.

SECTION 5: That this Resolution 54-R-20 shall be in full force and effect from and after its passage and approval in the manner provided by law.
6-11-20

Stephen H. Hagerty, Mayor

Attest: ________________________________
Eduardo Gomez, Deputy City Clerk

Approved as to form: ________________________________
Kelley A. Gandurski, Corporation Counsel

Adopted: ________________________________, 2020
Exhibit A

African American Heritage Sites
First Initial Sites for Public Recognition

The following initial sites this initiative intends to recognize for the African American Heritage Sites honors several “firsts”. Future sites will be recognized in the future and moving forward administrated through Shorefront through a nomination and review process established by Shorefront or a recognized successor.

**Lorraine Hairston Morton**  
2206 Darrow Avenue  
Educator, Alderman, and Evanston's first African American Mayor, Lorraine Hairston Morton served the community for over 50 years. Morton was elected Mayor in 1993, and re-elected in 1997, 2001, and 2005. She began as an educator at Foster School in 1953, and continued as a middle school teacher at Nichols and Chute, and principal of Haven Middle School. While principal, she also served on Evanston's City Council as Fifth Ward alderman for nine years before winning election as Mayor.

**Edwin B. Jourdain, Jr.**  
2032 Darrow Avenue  
Home of Edwin B. Jourdain, Jr. who was Evanston's first African American alderman in 1931. Before he took seat, Harvard graduate Jourdain was a managing editor of the Chicago Bee and Sports editor of the Chicago Defender. Jourdain was instrumental in his fight against the city’s adoption of Jim Crow practices and championed desegregating movie theaters, public beaches and other public areas, Jourdain held his seat until 1947 years. He has served as the midwestern representative of the NAACP. Jourdain died in 1984.

**Evanston Sanitarium**  
1918 Asbury Avenue  
Established in 1914, the sanitarium opened to service the African American community. The founding physicians, Dr. Isabella Garnett and Dr. Arthur Butler. The doctors and their children lived in the house at the back of the lot. After Dr. Arthur Butler died in 1924, Dr. Isabella Garnett continued to run the hospital for six more years until the facilities were renamed and then transferred to its new site at 2026 Brown Avenue.

**Butler Livery Stable**  
914 Davis Street
Henry Butler, along with a business partner, formed Butler Livery which remained in operation from 1891 to 1930. The offices were located on Grove Street west of Elmwood Avenue, and two stable locations in today’s downtown Evanston area: 914 Davis Street and 1024 Emerson Street. He and his wife, Mary, lived at 327 Dempster Street.

**Butler Groceries**  
1031 Sherman Avenue  
Site of home and grocery business of Cornelius and Barbara Butler. Arriving in Evanston in 1878 from Kenosha Wisconsin, they sold their farm and brought much of their livestock by train to Evanston. Their sons later started their own businesses in roofing and livery, most notable, Henry Butler’s Butler Livery Stable

**Maria Murray Robinson and George Robinson**  
325 Dempster Street  
Site home of Maria Murray Robinson and George Robinson. Maria was the first recorded African American brought into Evanston as a indentured domestic in 1855 at the age of 14. George Robinson came to Evanston in 1865. They later married and moved into the 325 Dempster Street home. The Robinson’s were founding members of Second Baptist Church in 1882.

**William Twiggs Print Shop**  
1619 Sherman Avenue  
After owning and operating his barbershop on Orrington Avenue just south of Davis Street for eight years, William Twiggs opens a print business at 1619 Sherman Avenue. There he produced two newspapers, the *North Shore Colored American* in 1904 and the *Reporter and Directory* in 1909. He later moved his print business (and his home) in 1911 to 1315 Emerson Street. The building burnt down in 1956.

**Ebenezer A.M.E Church**  
1813 Benson Avenue  
Stemming from the early interest group, Ebenezer A.M.E. Church was formally recognized on October 30, 1882. The Rev. George H. Hann was their first pastor. During his tenure, the first house of worship was built at 1813 Benson Avenue between Clark and University Place on land leased from Northwestern University. The frame structure served the congregation until a fire destroyed the building in 1902. New land was purchased in 1903 and its new structure was dedicated in 1908 at its present location 1109 Emerson Street.

~7~
Exhibit B

African American Heritage Sites
Proposed Markers and Information

The initial and future sites should have tangible and informational items for posterity, distribution and education. Items can be, but not limited to the following:

1. Freestanding directional kiosk for self-guided tours located in public spaces

2. Website with map, site indicators and historical writeups

3. Brochure / nomination form containing website addresses and criteria for nominating a site for inclusion

4. Unobtrusive markers at site locations
Memorandum

To: Honorable Mayor and Members of the City Council  
CC: Members of the Planning and Development Committee  
From: Melissa Klotz, Zoning Administrator  
CC: Johanna Nyden, Community Development Director; Scott Mangum, Planning & Zoning Manager  
Subject: Ordinance 64-O-20 Granting a Special Use for a Child Residential Care Home for Boys Hope Girls Hope of Illinois at 820 Gaffield Place  
Date: June 22, 2020

Recommended Action:
The Zoning Board of Appeals and City staff recommend adoption of Ordinance 64-O-20 granting a special use for a Child Residential Care Home for Boys Hope Girls Hope of Illinois at 820 Gaffield Place in the R4a General Residential District. The applicant has complied with all zoning requirements and meets the Standards for special use for this district.

Council Action:
For Introduction

Summary:
Boys Hope Girls Hope of Illinois is a privately funded 501 (c)(3) college persistence program, providing group homes, private education, and mentorship to academically-talented students from challenged socio-economic backgrounds.

Boys Hope Girls Hope has been operating in Evanston for over 40 years and currently has two boys homes on Gaffield Place (823 and 827 Gaffield) as well as one girls home on Hinman Avenue (1127 Hinman). Boys Hope Girls Hope has 8 scholars and 3 staff at each location. Each home has two full time and two part time Residential Counselors, living in the same building as the scholars and providing 24/7 supervision in a family type setting.

The applicant proposes to temporarily utilize 820 Gaffield Place as a boys residence while improvements are made to the two existing boys home locations at 823 and 827 Gaffield. Once these improvements are made, 820 Gaffield Place will be used as one of two girls residence homes, the other planned for 824 Gaffield Place to the west (separate special use request). The organization plans to then sell the Hinman Avenue location, creating an institutional core on Gaffield Place that will allow for improved efficiency and level of service.
for its resident scholars as well as an expanded girls program. The home is well suited for the proposed use as it currently contains separate dwelling units on each floor. With minor renovations, this will allow for separation of Residential Counselors and resident scholar living space and while also providing shared common spaces for family-style meals and homework time.

The applicant acknowledges the building is an Evanston Landmark and has no intentions of altering the exterior of the building. City staff is not aware of any objections to the proposal, and received multiple comments of support.

Legislative History:
June 2, 2020 - The Zoning Board of Appeals unanimously recommended approval of the special use with the condition the project be developed in substantial compliance with the documents and testimony on record.

June 2, 2020 ZBA Packet

Attachments:
- Ordinance 64-O-20 Special Use for 820 Gaffield Place, Boys Hope Girls Hope
- Findings For Special Use for 820 Gaffield Pl
- ZBA Draft Meeting Minutes of June 2, 2020
GRANTING A SPECIAL USE PERMIT FOR A CHILD RESIDENTIAL CARE HOME
LOCATED AT 820 GAFFIELD PLACE IN THE R4A RESIDENTIAL DISTRICT
(“BOYS HOPE GIRLS HOPE OF ILLINOIS”)

WHEREAS, the Zoning Board of Appeals (“ZBA”) met on June 2, 2020, pursuant to proper notice, to consider case no. 20ZMJV-0018, an application filed by Karen Croteau (the “Applicant”), contract purchaser of the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 820 Gaffield Place (the “Subject Property”) and located in the R4a Residential District, for a Special Use Permit to establish, pursuant to Subsection 6-8-6-3 of the Evanston City Code, 2012, as amended (“the Zoning Ordinance”), a Child Residential Care Home on the Subject Property; and

WHEREAS, the ZBA, after hearing testimony and receiving other evidence, made a written record and written findings that the application for a Special Use Permit for a Child Residential Care Home met the standards for Special Uses in Section 6-3-5 of the Zoning Ordinance and recommended City Council approval thereof; and

WHEREAS, at its meeting of June 22, 2020, the Planning and Development Committee of the City Council (“P&D Committee”) considered the ZBA’s record and findings and recommended the City Council accept the ZBA’s recommendation and approved the application in case no. 20ZMJV-0018; and
WHEREAS, at its meetings of June 22 and July 13, 2020, the City Council considered and adopted the respective records, findings, and recommendations of the ZBA and P&D Committee, as amended,

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

SECTION 1: The foregoing recitals are found as fact and incorporated herein by reference.

SECTION 2: The City Council hereby approves the Special Use Permit for a Child Residential Care Home on the Subject Property as applied for in case no. 20ZMJV-0018.

SECTION 3: Pursuant to Subsection 6-3-5 of the Zoning Ordinance, the City Council hereby imposes the following conditions on the Applicant’s Special Use Permit, violation of any of which shall constitute grounds for penalties or revocation of said Permit pursuant to Subsections 6-3-5 of the Zoning Ordinance:

A. Compliance with Applicable Requirements: The Applicant shall develop and use the Subject Property in substantial compliance with: all applicable legislation; the Applicant’s testimony and representations to the ZBA, the P&D Committee, and the City Council; and the approved plans and documents on file in this case.

B. Recordation: Before it may operate the Special Use authorized by the terms of this ordinance, the Applicant shall record, at its cost, a certified copy of this ordinance with the Cook County Recorder of Deeds.

SECTION 4: When necessary to effectuate the terms, conditions, and purposes of this ordinance, “Applicant” shall be read as “Applicant’s agents, assigns, and successors in interest.”
SECTION 5: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

SECTION 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7: 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.

SECTION 8: 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: _________________, 2020
Adopted: _________________, 2020

_______________________________
Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk
Kelley Gandurski, Corporation Counsel

~3~
EXHIBIT A

LEGAL DESCRIPTION

Lot 31 in Gaffield’s Subdivision of Part of the South Half of the Southeast Quarter of the Southwest Quarter of Section 7, Township 41 North, Range 14, East of the Third Principal Meridian, in Cook County, Illinois.

PIN: 11-07-121-011-0000

COMMONLY KNOWN AS: 820 Gaffield Place, Evanston, Illinois.
In the case of

Case Number: 20ZMJV-0018
Address or Location: 820 Gaffield Pl.
Applicant: Karen Croteau, Boys Hope Girls Hope of Illinois
Proposed Special Use: Child Residential Care Home, Boys Hope Girls Hope of Illinois

After conducting a public hearing on June 2, 2020, the Zoning Board of Appeals makes the following findings of fact, reflected in the audio-visual recording of the hearings, based upon the standards for special uses specified in Section 6-3-5-10 of the Zoning Ordinance:

<table>
<thead>
<tr>
<th>Standard</th>
<th>Finding</th>
</tr>
</thead>
<tbody>
<tr>
<td>(A) It is one of the special uses specifically listed in the zoning ordinance;</td>
<td><em>X</em> Met  _____Not Met  Vote 6-0</td>
</tr>
<tr>
<td>(B) It is in keeping with purposes and policies of the adopted comprehensive general plan and the zoning ordinance as amended from time to time;</td>
<td><em>X</em> Met  _____Not Met  Vote 6-0</td>
</tr>
<tr>
<td>(C) It will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special uses of all types on the immediate neighborhood and the effect of the proposed type of special use upon the city as a whole;</td>
<td><em>X</em> Met  _____Not Met  Vote 6-0</td>
</tr>
<tr>
<td>(D) It does not interfere with or diminish the value of property in the neighborhood;</td>
<td><em>X</em> Met  _____Not Met  Vote 6-0</td>
</tr>
<tr>
<td>(E) It can be adequately served by public facilities and services</td>
<td>X Met  Not Met</td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Vote 6-0</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(F) It does not cause undue traffic congestion;</th>
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6 in favor & 0 against

Recommends to the City Council

approval without conditions

denial of the proposed special use

approval with conditions specifically:

1. Substantial compliance with the documents and testimony on record.

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Planning and Zoning Division
Community Development Department
2100 Ridge Ave., Rm. 3202 Evanston, IL 60201
Zoning Board of Appeals

Meeting Minutes

Zoning Board of Appeals
Tuesday, June 2, 2020
7:00 PM
Via Virtual Meeting

Members Present: Mary McAuley, Violetta Cullen, Myrna Arevalo, Kiril Mirintchev, Jill Zordan, Lisa Dziekan

Members Absent: Max Puchtel

Staff Present: S. Mangum, M. Klotz

Presiding Member: Violetta Cullen

Declaration of Quorum
With a quorum present, Chair Cullen called the meeting to order at 7:00 p.m.

Suspension of Rules for digital meeting
Ms. McAuley motioned to suspend the rules to permit members to convene via virtual meeting. Second by Ms. Zordan and approved 6-0.

Minutes
Ms. McAuley motioned to approve the meeting minutes of May 19, 2020. Second by Mr. Mirintchev and approved 6-0.

Chair Cullen noted the two cases on the agenda are from the same applicant, for the same use, on the same block next door, so both cases will be discussed together but then will be reviewed separately for Standards and motions.

820 Gaffield Pl. ZBA 20ZMJV-0018
Karen Croteau, applicant, submits for a special use permit for a Child Residential Care Home, Boys Hope Girls Hope of Illinois, in the R4a Residential District (Zoning Code Section 6-8-6-2). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

AND

824 Gaffield Pl. ZBA 20ZMJV-0017
Karen Croteau, applicant, submits for a special use permit for a Child Residential Care Home, Boys Hope Girls Hope of Illinois, in the R4a Residential District (Zoning Code Section 6-8-6-2). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

Ms. Klotz read the cases into the record.

Chris Canning, attorney, explained the proposal:
• As stated in the staff memo, the use is low intensity and indiscernible from typical surrounding residential uses.
• Each building will operate as a household unit with family-style dinner, homework time, etc.

Karen Croteau, applicant, explained further:
• The buildings operate as homes, not dorms or anything that feels institutional
• Provide housing, education, and support for middle school through college years.
• Provide private school for the scholars, family style housing, wholesome meals, club sports, etc. and it is very structured.
• There are 8 scholars per home and 3 full time residential counselors.
• Many scholars provide babysitting services around the community.
• Scholars do community service work with groups such as the YWCA.
• 820 Gaffield will be used as a swing house while existing BHGH buildings are renovated with an end goal of selling the Hinman location.

Greg Miller, 1123 Hinman, provided details explaining what a great neighbor BHGH has been for years on Hinman.

Jennifer O'Shaughnessy, 321 Davis St, BHGH Board Member & Vice Chair, explained how she became involved with BHGH and her positive experiences with the group.

Ms. McAuley asked if there is concern for the boys housing to be near the girls housing once it will all be on the same street, and the applicant responded the scholars are allowed some freedom to make their own choices but it is not expected to be a problem. The scholars are supervised but should not be too sheltered. It is an opportunity to teach the scholars how to have healthy friendships and community relationships (they are not allowed to date). The scholars have busy schedules any way with school and extracurricular activities so there is not a lot of down time left.

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820 Gaffield is currently a 3-flat so it will be remodeled for a main kitchen on the first floor, no kitchen on the second floor, and a small kitchenette for the counselors on the third floor. 824 Gaffield is a very choppy 3-flat so kitchens will be addressed similarly and floor plans will be opened up. Both structures will gain a bathroom on the second floor.

Ms. Dziekan noted 820 Gaffield is an historic landmark and asked if anything will be done to the exterior. The applicant responded no changes are proposed other than maintenance. 824 Gaffield is not a landmark and eventually the outside will be improved. 824 Gaffield will be rehabbed in 2024.

Ms. Klotz read aloud the written comments of support that were submitted.
Ms. Klotz noted the Board should consider extending the special use approval for 824 Gaffield Pl. to December 31, 2024 to fit the applicant’s timeframe for rehabbing the property. Typically, a special use expires after one year if a building permit is not obtained or the use is not operating.

Deliberation:
Chair Cullen stated the proposal is a good use and is supported. Ms. McAuley and Ms Dziekan agreed and noted this will be an improvement for the block. There do not appear to be negative impacts. Ms. Zordan agreed and commended what Boys Hope Girls Hope accomplishes. Mr. Mirintchev agreed and noted the use is beneficial to the entire community. Ms. Arevalo agreed and likes the idea of creating a campus on the block.

Standards for 820 Gaffield Pl.:
1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes

Ms. McAuley motioned to recommend approval, and Ms. Dziekan seconded the motion with the condition the project be developed in substantial compliance with the documents and testimony on record.

Standards for 824 Gaffield Pl.:
1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes

Ms. McAuley motioned to recommend approval, and Ms. Dziekan seconded the motion with conditions:
1. Special Use Approval is extended until December 31, 2024 to allow for the operational time-frame represented by the Applicant.
2. Substantial compliance with the documents and testimony on record.

Adjourn 8:05pm
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of the Planning and Development Committee
From: Melissa Klotz, Zoning Administrator
CC: Johanna Nyden, Community Development Director; Scott Mangum, Planning & Zoning Manager
Subject: Ordinance 65-O-20 granting a special use for a Child Residential Care Home for Boys Hope Girls Hope of Illinois at 824 Gaffield Place
Date: June 22, 2020

Recommended Action:
The Zoning Board of Appeals and City staff recommend adoption of Ordinance 65-O-20 granting a special use for a Child Residential Care Home at 824 Gaffield Place in the R4a General Residential District. The applicant has complied with all zoning requirements and meets the Standards for approval for the district.

Council Action:
For Introduction

Summary:
Boys Hope Girls Hope of Illinois is a privately funded 501 (c)(3) college persistence program, providing group homes, private education, and mentorship to academically-talented students from challenged socio-economic backgrounds.

Boys Hope Girls Hope has been operating in Evanston for over 40 years and currently has two boys homes on Gaffield Place (823 and 827 Gaffield) as well as one girls home on Hinman Avenue (1127 Hinman). Boys Hope Girls Hope has 8 scholars and 3 staff at each location. Each home has two full time and two part time Residential Counselors, living in the same building as the scholars and providing 24/7 supervision in a family type setting.

The applicant proposes to temporarily utilize 820 Gaffield Place as a boys residence while improvements are made to the two existing boys home locations at 823 and 827 Gaffield. 820 Gaffield will then become the new girls residence and then the program will expand with a second girls residence at 824 Gaffield.
Since 824 Gaffield will be the last renovated and utilized building within the Boys Hope Girls Hope campus, it is expected to be renovated and then used as a Child Residential Care Home in 2024. The Zoning Board recommends extending the typical special use time frame to December 31, 2024 so that the special use approval does not expire prior to the rehab or occupancy of 824 Gaffield as a Child Residential Care Home. The Zoning Ordinance states inactive special uses expire after one year unless otherwise specified.

The home is well suited for the proposed use as it currently contains separate dwelling units on each floor. The property will undergo moderate renovations to open the floor plan in a way that allows for separation of Residential Counselors and resident scholar living space while also providing shared common space for family-style meals and homework time. Exterior improvements will be made to the property.

City staff is not aware of any objections to the proposal, and received multiple comments of support.

Legislative History:
June 2, 2020 - The Zoning Board of Appeals unanimously recommended approval of the special use with conditions:
1. Special Use shall not expire prior to December 31, 2024 to allow for the operational time-frame represented by the Applicant.
2. Substantial compliance with the documents and testimony on record.

June 2, 2020 ZBA Packet

Attachments:
Ordinance 65-O-20 Special Use for 824 Gaffield Place, Boys Hope Girls Hope
Findings For Special Use for 824 Gaffield Pl
ZBA Draft Meeting Minutes of June 2, 2020
AN ORDINANCE

Granting a Special Use Permit for a Child Residential Care Home
Located at 824 Gaffield Place in the R4a Residential District
(“Boys Hope Girls Hope of Illinois”)

WHEREAS, the Zoning Board of Appeals (“ZBA”) met on June 2, 2020, pursuant to proper notice, to consider case no. 20ZMJV-0017, an application filed by Karen Croteau (the “Applicant”), contract purchaser of the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 824 Gaffield Place (the “Subject Property”) and located in the R4a Residential District, for a Special Use Permit to establish, pursuant to Subsection 6-8-6-3 of the Evanston City Code, 2012, as amended (“the Zoning Ordinance”), a Child Residential Care Home on the Subject Property; and

WHEREAS, the ZBA, after hearing testimony and receiving other evidence, made a written record and written findings that the application for a Special Use Permit for a Child Residential Care Home met the standards for Special Uses in Section 6-3-5 of the Zoning Ordinance and recommended City Council approval thereof; and

WHEREAS, at its meeting of June 22, 2020, the Planning and Development Committee of the City Council (“P&D Committee”) considered the ZBA’s record and findings and recommended the City Council accept the ZBA’s recommendation and approved the application in case no. 20ZMJV-0017; and
WHEREAS, at its meetings of June 22 and July 13, 2020, the City Council considered and adopted the respective records, findings, and recommendations of the ZBA and P&D Committee, as amended,

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

SECTION 1: The foregoing recitals are found as fact and incorporated herein by reference.

SECTION 2: The City Council hereby approves the Special Use Permit for a Child Residential Care Home on the Subject Property as applied for in case no. 20ZMJV-0017.

SECTION 3: Pursuant to Subsection 6-3-5 of the Zoning Ordinance, the City Council hereby imposes the following conditions on the Applicant’s Special Use Permit, violation of any of which shall constitute grounds for penalties or revocation of said Permit pursuant to Subsections 6-3-5 of the Zoning Ordinance:

A. Compliance with Applicable Requirements: The Applicant shall develop and use the Subject Property in substantial compliance with: all applicable legislation; the Applicant’s testimony and representations to the ZBA, the P&D Committee, and the City Council; and the approved plans and documents on file in this case.

B. Special Use Approval Extension: Special Use shall not expire prior to December 31, 2024 to allow for the operational time-frame represented by the Applicant.

C. Recordation: Before it may operate the Special Use authorized by the terms of this ordinance, the Applicant shall record, at its cost, a certified copy of this ordinance with the Cook County Recorder of Deeds.

SECTION 4: When necessary to effectuate the terms, conditions, and purposes of this ordinance, “Applicant” shall be read as “Applicant’s agents, assigns, and successors in interest.”
SECTION 5: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

SECTION 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7: 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.

SECTION 8: 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: _________________, 2020  
Approved: ____________________, 2020

Adopted: _________________, 2020  
_______________________________, 2020

_______________________________  
Stephen H. Hagerty, Mayor

Attest:  
Approved as to form:

Devon Reid, City Clerk  
Kelley Gandurski, Corporation Counsel
EXHIBIT A

LEGAL DESCRIPTION

Lot 32 in Gaffield's Subdivision of Part of the South Half of the Southeast Quarter of the Southwest Quarter of Section 7, Township 41 North, Range 14, East of the Third Principal Meridian, in Cook County, Illinois.

PIN: 11-07-121-010-0000

COMMONLY KNOWN AS: 824 Gaffield Place, Evanston, Illinois.
In the case of

**Case Number:** 20ZMJV-0017  
**Address or Location:** 824 Gaffield Pl.  
**Applicant:** Karen Croteau, Boys Hope Girls Hope of Illinois  
**Proposed Special Use:** Child Residential Care Home, Boys Hope Girls Hope of Illinois

After conducting a public hearing on June 2, 2020, the Zoning Board of Appeals makes the following findings of fact, reflected in the audio-visual recording of the hearings, based upon the standards for special uses specified in Section 6-3-5-10 of the Zoning Ordinance:

<table>
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<th>Standard</th>
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<td>X Met Not Met</td>
<td>6-0</td>
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<td>(B) It is in keeping with purposes and policies of the adopted comprehensive general plan and the zoning ordinance as amended from time to time;</td>
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<td>(C) It will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special uses of all types on the immediate neighborhood and the effect of the proposed type of special use upon the city as a whole;</td>
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<td>(D) It does not interfere with or diminish the value of property in the neighborhood;</td>
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(E) It can be adequately served by public facilities and services

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6 in favor & 0 against

Recommends to the City Council

- approval without conditions
- denial of the proposed special use
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MEETING MINUTES

ZONING BOARD OF APPEALS
Tuesday, June 2, 2020
7:00 PM
Via Virtual Meeting

Members Present: Mary McAuley, Violetta Cullen, Myrna Arevalo, Kiril Mirintchev, Jill Zordan, Lisa Dziekan

Members Absent: Max Puchtel

Staff Present: S. Mangum, M. Klotz

Presiding Member: Violetta Cullen

Declaration of Quorum
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Jennifer O'Shaughnessy, 321 Davis St, BHGH Board Member & Vice Chair, explained how she became involved with BHGH and her positive experiences with the group.

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Ms. Klotz noted the Board should consider extending the special use approval for 824 Gaffield Pl. to December 31, 2024 to fit the applicant's timeframe for rehabbing the property. Typically, a special use expires after one year if a building permit is not obtained or the use is not operating.

Deliberation:
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Standards for 820 Gaffield Pl.:
1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes

Ms. McAuley motioned to recommend approval, and Ms. Dziekan seconded the motion with the condition the project be developed in substantial compliance with the documents and testimony on record.

Standards for 824 Gaffield Pl.:
1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes

Ms. McAuley motioned to recommend approval, and Ms. Dziekan seconded the motion with conditions:
1. Special Use Approval is extended until December 31, 2024 to allow for the operational time-frame represented by the Applicant.
2. Substantial compliance with the documents and testimony on record.

Adjourn 8:05pm
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of the Planning and Development Committee
From: Scott Mangum, Planning & Zoning Administrator
CC: Johanna Leonard, Community Development Director
Subject: Ordinances 58-O-20 and 59-O-20 Authorizing Text Amendments to the Zoning Ordinance regarding the Classification of Minor and Major Variations and Residential Care Homes

Date: June 22, 2020

Recommended Action:
Plan Commission and staff recommend approval of Ordinance 58-O-20 authorizing City-initiated Text Amendments to the Zoning Ordinance, Title 6 of the City Code, to Chapter 3 (Implementation and Administration) regarding the classification and administration of Minor and Major Variations and Ordinance 59-O-20 authorizing revisions to Chapter 4 (General Provisions) regarding Residential Care Homes and Transitional Treatment Facilities in the R4a, General Residential Zoning District.

Council Action:
For Action

Summary:
During the February 24, 2020 Planning and Development Committee meeting, the Committee provided positive feedback regarding several possible text amendments proposed by staff to clarify existing zoning regulations and reduce process time for variation cases. Many of these changes address variances that are generally approved with limited discussion and little to no public comment. These proposed changes would reduce resident and business zoning and permitting review time as well as reduce staff time spent preparing memos and public notices, thereby affording staff time for other activities.

The Zoning Ordinance lists certain types of variation requests that are eligible for the Minor Variation process. The Minor Variation process is approximately 30-45 days, including mailed public notice, with a determination made by the Zoning Administrator which may be appealed to the Zoning Board of Appeals (ZBA). The application fee for a Minor Variation is $275. A Major Variation that is determined by the ZBA typically takes 60-75 days with a $385
application fee and a Major Variation determined by the City Council typically takes 90-120 days.

The amendments would not change any zoning regulations such as building setbacks, building height, or parking requirements, however, they would reclassify some variations so that the review and decision-making process would be conducted by a different entity.

In summary, the following Major Variation that currently requires City Council approval would now be decided by the Zoning Board of Appeals:

- Parking for single and two-family residential (1 case in 2019, 2 cases in 2018, 2 cases in 2017, 3 cases in 2016)

The following Major Variations that currently require ZBA approval would now be decided by the Zoning Administrator as Minor Variations:

- All accessory structures for single and two-family residential (2 cases in 2016)
- All yard obstructions for single and two-family residential (1 case in 2019)
- All upper floor setback variations above an existing lower floor for single and two-family residential (1 case in 2019, 2 cases in 2017, 4 cases in 2016)

Proposal Overview:
Specific changes to the Ordinance with additions underlined and deletions struck-through are found in the attachment. Descriptions of the changes with explanations are found below.

Clarify: All accessory structure variation requests (for single family residential and two-family residential) are Minor Variations.
Most of the listed Minor Variations may be processed as Minor only if the zoning regulation is exceeded by 35% or less. The Zoning Ordinance is unclear whether the 35% cutoff applies to accessory structures such as detached garages, decks, and patios, or if such accessory structures are eligible for Minor Variations regardless of how much the regulation is exceeded. Staff policy for the last five years or more has been to process all accessory structure variation requests (for single-family residential and two-family residential) as Minor Variations. This text amendment would not change any policy but would clarify the current staff interpretation.

Change: All yard obstruction variation requests (for single-family residential and two-family residential) are Minor Variations.
The Zoning Ordinance currently allows yard obstructions (eaves, bay windows without foundations, chimneys) as Minor Variations when the zoning regulation (typically a setback) is exceeded by 35% or less. Any request for a yard obstruction that exceeds the zoning regulation by more than 35% must be processed as a Major Variation and is determined by the ZBA. Yard obstructions are minimal in impact and therefore should process as Minor Variations. This text amendment would change the current variation process for certain proposals and would result in a quicker process and reduced fees for the applicant, and less staff time processing the request.

Change: All accessory structure variation requests (including multiple family residential and commercial) are Minor Variations.
The Zoning Ordinance specifies only single-family residential and two-family residential uses may request Minor Variations. Any request for a variation for multiple family residential or commercial uses (except for fence variations) must process as Major Variations with a final determination by the ZBA. Accessory structure requests such as sheds, patios, decks, and pergolas, are minimal in impact and therefore should process as Minor Variations. This text amendment would change the current variation process for certain proposals and would result in a quicker process and reduced fees for the applicant, and less staff time processing the request.

**Change: All setback variation requests (for single-family residential and two-family residential) for upper floors that align with a floor below are Minor Variations.**

The Zoning Ordinance currently allows setback variations as Minor Variations when the zoning regulation is exceeded by 35% or less, except for second floors above existing legally nonconforming first floors where a side yard setback of at least 3’ exists (35% cutoff of a 5’ side yard setback requirement is 3.25’ but at a second floor the cutoff is changed to 3’ which is a 40% cutoff). Requests for additions that align with the floor below are common since it is structurally difficult and aesthetically odd to design an upper floor that is pulled in from existing load bearing exterior walls. Such requests have been approved 100% of the time by the ZBA in the last eight years or more. This text amendment would change the current variation process for certain proposals and would result in a quicker process and reduced fees for the applicant, and less staff time processing the request.

**Change: Parking variation requests (for single-family residential and two-family residential) are determined by the ZBA.**

The Zoning Ordinance currently requires all variations related to parking (number of parking spaces, location of spaces, setbacks, size of spaces) to be Major Variations that are heard by the ZBA as the recommending body, and then proceed on for a final determination by City Council. Most parking variations for single-family residential and two-family residential are requests to reduce setbacks to fit an open parking pad, or are to reduce the required number of parking spaces by one. Since these requests are minimal in nature and can be mitigated by utilizing public transportation or by providing affordable dwelling units, the ZBA could be the final determining body. Parking variation requests for multiple family residential and commercial (typically larger requests with greater impact) should continue to be determined by City Council. This text amendment would change the current variation process for certain proposals and would eliminate approximately 1.5 months of process time for the applicant, less staff time processing the request, and would reduce the number of variation requests on the P&D/City Council agenda.

**Clarify/Change: Distance requirement for Residential Care Homes and Transitional Treatment Facilities in the R4a General Residential District.**

The Zoning Ordinance features a 900’ separation requirement for all Residential Care Homes (Category I and II), Child Residential Care Homes, and Transitional Treatment Facilities. The distance requirement is required in all residential districts (and certain other districts). However, the R4a District was established in 2005, after the current Zoning Ordinance that was adopted in 1993, and inadvertently left the R4a District out of the distance requirement code section. The R4a District is the only residential district that is not specifically listed with the distance requirement, and therefore should be added for consistency. This text amendment would change the current regulation in the R4a District by bringing it into
conformity with the other residential districts and clarifying the intent of the original regulation with the 900' distance requirement.

**Standards of Approval**
The proposed Zoning Ordinance Text Amendment to revise procedures for variations and residential care homes meets the standards for approval of amendments per Section 6-3-4-5- of the City Code. The proposal is consistent with the goals, objectives, and policies of the Comprehensive General Plan through its promotion of increased efficiency related to application processing and review. The proposal will have no effect on the overall character of existing development, presence of adverse effects on the value of adjacent properties, and adequacy of public facilities and services. The proposed text amendment will not have any adverse effects on the values of the properties in the area and ensure that there is consistency within existing Zoning Code regulations.

**Legislative History:**
May 13, 2020 - The Plan Commission unanimously recommended approval of the proposed Text Amendment to the Zoning Ordinance.

**Attachments:**
- 58-O-20 Amending Title 6 Chapter 3 Zoning of the City Code
- 59-O-20 Amending Title 6 Chapter 4 General Provisions
- Draft Minutes of the May 13, 2020 Plan Commission Meeting
58-O-20

AN ORDINANCE

Amending Title 6, Chapter 3 “Implementation and Administration”

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

SECTION 1: City Code Section 6-3-1-4 “Zoning Board of Appeals”, of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

6-3-1-4. - ZONING BOARD OF APPEALS.

The responsibilities of the Zoning Board of Appeals are to:

(A) Approve, approve with conditions, or disapprove any application for major variation, and any combined application for a major and minor variation pursuant to Section 6-3-8, except when such application pertains to off-street parking and loading for all uses other than single-family and two-family residential, and height beyond fifty (50) feet.

(B) Approve, approve with conditions, or disapprove any application for a family necessity variation.

(C) Hear and make recommendations to the City Council regarding any application for a major variation pertaining to off-street parking and loading for all uses other than single-family and two-family residential and height beyond fifty (50) feet pursuant to Section 6-3-8.

(D) Hear and make recommendations to the City Council regarding any application for a special use (except a planned development) pursuant to Section 6-3-5.

(E) Hear and decide any appeal from Zoning Administrator decisions regarding any application for a minor variation and fence variation pursuant to Section 6-3-8.

(F) Hear and decide any appeal from any order or final decision made by the Zoning Administrator in the administration or enforcement of the Zoning Ordinance pursuant to Section 6-3-11, except for an appeal of a decision based on the review and recommendation of the Design and Project Review Committee Site Plan and Appearance Review Committee.
(G) Hear and decide or make recommendations on any other matters referred to it by the City Council.

SECTION 2: City Code Section 6-3-1-6 "City Council," of the Evanston City Code of 2012, as amended, is hereby further amended as follows:

6-3-1-6. - CITY COUNCIL.

The City Council:

(A) Approves or disapproves any application for an amendment to the Zoning Ordinance, major variation pertaining to off-street parking and loading for all uses other than single-family and two-family residential, height beyond fifty (50) feet, special use (including a planned development), and unique use.

(B) Approves or disapproves any combined application for a special use and variation(s) and any application for a major variation and a major variation pertaining to off-street parking and loading for all uses other than single-family and two-family residential, or height beyond fifty (50) feet.

(C) Hears and decides, through its Planning and Development Committee, any appeal from a decision of the Zoning Administrator regarding an application for a substitution for an existing special use and an application for a temporary use.

(D) Take such other actions not delegated to other bodies that may be desirable and necessary to implement the provisions of this Ordinance.

SECTION 3: City Code Section 6-3-8-2 "Authority," of the Evanston City Code of 2012, as amended, is hereby further amended as follows:

6-3-8-2. – AUTHORITY.

The Zoning Administrator, the Zoning Board of Appeals, and the City Council, as the case may be, are authorized to approve, approve with conditions, or deny requested variations in accordance with the provisions of this Section 6-3-8 as follows:

(A) The Zoning Administrator is delegated the authority to grant "minor variations" and "fence variations" as defined in Section 6-3-8-3 of this Chapter;

(B) Zoning Board of Appeals is delegated the authority to hear appeals from decisions of the Zoning Administrator regarding minor variations and fence variations, to grant family necessity variations, and to grant "major variations," as defined in Section 6-3-8-3 of this Chapter, except as limited below, and combined applications for major and minor variations; and
The City Council shall retain the authority to grant major variations pertaining to off street parking for all uses other than single-family and two-family residential, off street loading, height beyond fifty (50) feet, including within that measurement any height otherwise excluded because the story provides required parking, and townhouse orientation.

SECTION 4: City Code Section 6-3-8-3 “Authorized Variations,” of the Evanston City Code of 2012, as amended, is hereby further amended as follows:

The following variations from this Ordinance are authorized:

6-3-8-3. – AUTHORIZED VARIATIONS.

The following variations from this Ordinance are authorized:

(A) Minor Variations:

1. Minor Variations consisting of the following types shall be for all uses (residential and commercial) unless specified differently below:

   a) Accessory structure requirements.
   b) Yard obstruction requirements beyond those permitted in Section 6-4-1-9(B).
   c) Setbacks necessary for an upper floor to align with a legally nonconforming setback below (for single family and two-family uses only).

2. Minor variations consisting of the following types shall be for single-family and two-family uses only and may be granted up to a maximum of thirty-five percent (35%) unless specified differently below:

   a) 1. Front, side, and rear yards and setbacks, including those interior side yard and setback variations necessary for second floor additions to principal structures that are legally nonconforming ground floor setbacks with respect to required interior side yards and that have existing interior side yards no less than three (3) feet deep.
   b) 2. Height.
   c) 3. Minimum setbacks between principal and accessory structures.
   d) 4. Other accessory structure requirements.
   e) 5. Lot width.
   d) 6. Building Gross lot coverage including impervious surface.
   e) Impervious surface.
f) Dormer size and location.
g) Modification of a residence to meet the special needs of the disabled.

(B) Fence Variations: Variations from the requirements for fences, set forth in Section 6-4-6-7, "Special Regulations Applicable To Fences," of this Title may be granted subject to the standards and conditions of Subsection 6-3-8-12(B) and Section 6-3-8-14 of this Chapter.

(C) Family Necessity Variations: The types of minor variations listed in Subsection (A) of this Section may be granted in excess of the maximum of twenty percent (20%) for single-family and two-family uses and residential care homes only, subject to the procedures and standards set forth in Section 6-3-8-7 and Subsection 6-3-8-12(D) of this Chapter respectively in order to:

1. Modify a residence to meet the special living needs of the disabled.
2. Modify a residence to provide space for an elderly parent to live with the family of his or her child.
3. Modify a residence to accommodate a growing family or to alleviate an inconvenience.

(D) Major Variations: "Major variations" shall be defined as all variations other than minor variations and fence variations, and shall be limited to the following:

1. Yards and setbacks.
2. Height.
3. Lot size, width and depth (including flag lots).
4. Lot coverage including impervious surface and/or floor area ratio.
5. Off-street parking and loading.
6. Home occupations.
7. Townhouse orientation.
8. Expansion, alteration, and/or enlargement of legal, nonconforming residential uses that contain no more than four (4) dwelling units and zero (0) lodging rooms/rooming units, and/or construction of accessory uses to such legal, nonconforming residential uses.
9. Open front porch setback.
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.

SECTION 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

SECTION 8: 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:
Approved as to form:

______________________________
Kelley Gandurski, Corporation Counsel
AN ORDINANCE

Amending Title 6, Chapter 4 “General Provisions”

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

Evanston, Cook County, Illinois, That:

SECTION 1: City Code Section 6-4-4-3 “Child Residential Care Homes Authorized as Permitted Uses in Residential Districts,” of the Evanston City Code of 2012, as amended, is hereby further amended as follows:

6-4-4-3. – CHILD RESIDENTIAL CARE HOMES AUTHORIZED AS PERMITTED USES IN RESIDENTIAL DISTRICTS.

Child residential care homes may be permitted, as a special use, upon the issuance of a license pursuant to Section 6-4-4-2 of this Chapter, in the R1, R2, R3, R4, R4a, R5 and R6 districts; provided, however, that child residential care homes are not located within nine hundred (900) feet of another child residential care home, residential care home, transitional treatment facility, or an existing childcare institution.

SECTION 2: City Code Section 6-4-4-4 “Residential Care Homes (Category I – Four to Eight Residents) Authorized as Permitted Uses In Certain Residential and Nonresidential Districts,” of the Evanston City Code of 2012, as amended, is hereby further amended as follows:

6-4-4-4. – RESIDENTIAL CARE HOMES (CATEGORY I – FOUR TO EIGHT RESIDENTS) AUTHORIZED AS PERMITTED USES IN CERTAIN RESIDENTIAL AND NONRESIDENTIAL DISTRICTS.

Residential care homes (category I) shall be permitted, as of right, upon the issuance of a license pursuant to Section 6-4-4-2 of this Chapter, in the R1, R2, R3, R4, R4a, R5, R6, B1, B2, B3, C1a, D1, D2, D3, D4, MU, MXE, T1 and T2 districts; provided, however, that residential care homes (category I) established in the B1, B2, B3, C1a, D2, D3, and D4 districts, shall be located above the ground floor and further provided that no residential care homes (category I) shall be permitted within nine hundred (900) feet of another residential care home or transitional treatment facility.
SECTION 3: City Code Section 6-4-4-6 “Residential Care Homes
(Category II – Nine to Fifteen Residents) Authorized as Permitted Uses In Certain Residential and Nonresidential Districts,” of the Evanston City Code of 2012, as amended, is hereby further amended as follows:

6-4-4-6. – RESIDENTIAL CARE HOMES (CATEGORY II – NINE TO FIFTEEN RESIDENTS) AUTHORIZED AS PERMITTED USES IN CERTAIN RESIDENTIAL AND NONRESIDENTIAL DISTRICTS.

Residential care homes (category II) shall be permitted, as of right, upon the issuance of a license pursuant to Section 6-4-4-2 of this Chapter, in the R4, R4a, R5, R6, D1, MU, and MXE districts; provided, however, that no residential care homes (category II) shall be permitted within nine hundred (900) feet of another residential care home or transitional treatment facility.

SECTION 4: City Code Section 6-4-5-3 “Transitional Treatment Facilities
(Category I – Four to Eight Residents) Authorized As Special Uses In Certain Residential Districts,” of the Evanston City Code of 2012, as amended, is hereby further amended as follows:

6-4-5-3. – TRANSITIONAL TREATMENT FACILITIES (CATEGORY I – FOUR TO EIGHT RESIDENTS) AUTHORIZED AS SPECIAL USES IN CERTAIN RESIDENTIAL DISTRICTS.

A transitional treatment facility (category I) may be permitted as a special use pursuant to the provisions set forth in Section 6-3-5, "Special Uses," of this Title and upon issuance of a license pursuant to Section 6-4-5-2 of this Chapter, in the R1, R2, R3, R4, R4a, R5, R6, MU, MUE, MXE, T1, and T2 districts; provided, however, that no transitional treatment facility (category I) shall be permitted within nine hundred (900) feet of another transitional treatment facility or a residential care home.

SECTION 5: City Code Section 6-4-5-4 “Transitional Treatment Facilities
(Category II – Nine to Fifteen Residents) Authorized As Special Uses In Certain Residential Districts,” of the Evanston City Code of 2012, as amended, is hereby further amended as follows:

~2~
6-4-5-4. - TRANSITIONAL TREATMENT FACILITIES (CATEGORY II - NINE TO FIFTEEN RESIDENTS) AUTHORIZED AS SPECIAL USES IN CERTAIN RESIDENTIAL DISTRICTS.

A transitional treatment facility (category II) may be permitted as a special use pursuant to the provisions set forth in Section 6-3-5, "Special Uses," of this Title and upon issuance of a license pursuant to Section 6-4-5-2 of this Chapter, in the R4, R4a, R5, R6, MU, MUE, MXE, T1, and T2 districts; provided, however, that no transitional treatment facility (category II) shall be permitted within nine hundred (900) feet of another transitional treatment facility or a residential care home.

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.

SECTION 7: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 8: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

SECTION 9: 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.
59-O-20

Introduced: _________________, 2020
Adopted: _________________, 2020

______________________________
Stephen H. Hagerty, Mayor

Attest:

______________________________
Devon Reid, City Clerk

Approved as to form:

______________________________
Kelley Gandurski, Corporation Counsel
MEETING MINUTES
PLAN COMMISSION
Wednesday, May 13, 2020
7:00 P.M.
Virtual Meeting through Zoom Platform

Members Present: Peter Isaac (Chair), Jennifer Draper, George Halik, John Hewko, Brian Johnson, Jane Sloss

Members Absent:

Staff Present: Scott Mangum, Planning and Zoning Manager
Meagan Jones, Neighborhood and Land Use Planner
Kelley Gandurski, Corporation Counsel

Presiding Member: Chair Isaac

1. CALL TO ORDER / DECLARATION OF QUORUM

Chair Isaac called the meeting to order at 7:03 P.M. Ms. Jones called the roll and a quorum was established.

2. SUSPENSION OF THE RULES

Members participating electronically or by telephone

Commissioner Johnson made a motion to suspend the rules to allow for electronic or telephone participation. Seconded by Commissioner Hewko. A voice vote was taken and the motion passed, 6-0.


Commissioner Halik made a motion to approve the minutes from the February 26, 2020 and March 11, 2020 meetings. Seconded by Commissioner Sloss. A voice vote was taken and the motion passed, 6-0.

4. OLD BUSINESS

A. Subdivision & Major Adjustment to a Planned Development

1619 Chicago Avenue

The applicant, Horizon Realty Group, submits for a subdivision and Major Adjustment to a Planned Development in the D4 Downtown Transition

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Plan Commission Minutes 5/13/20
District. The requested adjustment will increase FAR from 3.15 to 4.2, increase parking spaces from 32 (23 on-site, 9 leased) to 38 (all leased off-site), and a decrease in total number of units from 205 to 186 (includes 65 dwelling units). No new site development allowance will be needed.

B. Planned Development
1621 Chicago Avenue 18PLND-0112
The applicant, Horizon Realty Group, submits a planned development application to construct a 19-story apartment building with 240 units, 85 subterranean parking spaces, and approximately 3,540 sq. ft. of ground floor retail space in the D4 Downtown Transition District. Site development allowances are being requested for: 1) a building height of 211 ft. 8 in. where 105 ft. is allowed), 2) an FAR of 11.62 where a maximum of 5.4 is allowed, 3) 240 dwelling units where 54 is maximum is allowed, 4) 85 parking spaces where a minimum 185 is required, and 5) 1 short loading berth where 2 short loading berths are required. In addition, the applicant may seek and the Plan Commission may consider additional Site Development Allowances as may be necessary or desirable for the proposed development.

Chair Isaac explained that this item is continued from the February 26, 2020 Commission meeting. He then stated that the applicant had submitted a request for a continuance and invited the applicant to explain their request.

Mr. David Meek, attorney for the applicant, explained that the request was made due to conditions that exist within these cases. There are concerns of other zoning practitioners and municipal attorneys regarding the legality of holding virtual public hearings and issues that may occur with the platforms and then explained several points mentioned within the request including: due process, ability of the applicant and members of the public to cross-examine, compromised ability to communicate with his client and that there was no rush to complete the hearing as the applicant owns the property where the development is proposed. There is no harm to the applicant nor the public as a result of the request. Mr. Meek then stated that the only issue is the Plan Commission rules which require a recommendation by 120 days after a case is first presented to the Commission. He suggested suspending this rule given the circumstances. He also added that article 16 within the Plan Commission Rules and Procedures provides for the Commission to suspend the rules under certain circumstances.

Chair Isaac stated that he consulted with the City’s legal counsel and that there were no issues or objections to the requested continuance. He then asked if there were any questions or concerns from the Commission. There were none.
Chair Isaac then explained that the application has been around for a while but that there are many Evanston citizens who have opinions on the project and want to be heard and he feels that that alone is a good reason to delay these items until the next in-person meeting. He added that Mr. Meek was accurate in referencing Article 13N which requires the Commission to make a recommendation within 120 days. There is an option to extend this time or suspend the rules. This is a situation that this applies to.

Commissioner Johnson concurred with Chair Isaac’s comments to suspend the Commission rules and continue these items.

Ms. Gandurksi interjected that, as a point of order, the rules should be suspended first then the agenda items continued to a future meeting.

Commissioner Johnson made a motion to suspend the rules regarding the 120 day time period. Seconded by Commissioner Hewko. A roll call vote was taken and the motion was approved, 6-0.

Ayes: Isaac, Draper, Halik, Hewko, Johnson, Sloss
Nays:

Commissioner Sloss made a motion to continue items 4A and 4B to the next in-person Plan Commission meeting. Seconded by Commissioner Hewko. A voice vote was taken and the motion was approved, 6-0.

Ayes: Isaac, Draper, Halik, Hewko, Johnson, Sloss
Nays:

5. NEW BUSINESS

A. Text Amendment 20PLND-0024
City-initiated Text Amendments to the Zoning Ordinance, Title 6 of the City Code, to Chapter 3 (Implementation and Administration) regarding the classification and administration of Minor and Major Variations and to Chapter 4 (General Provisions) regarding Residential Care Homes and Transitional Treatment Facilities in the R4a, General Residential Zoning District.

Mr. Mangum provided an overview of the proposed text amendment, emphasizing that there is no proposed change to regulations for height, setback, or bulk requirements within the code but a reclassification of some variations that would change the review process. He then provided details on those reclassifications which include: changing major variations relating to parking from needing Council review to just needed Zoning Board of Appeals (ZBA) review and changing major variations for single or two-family accessory structures, yard obstructions and 2nd
floor addition setback variations to minor variations. Mr. Mangum then explained that the R4a, a fairly newer zoning district, was mistakenly omitted within the list of districts under distancing requirements for residential care homes and transitional care homes. The proposed amendment would add that district into the existing district listing in that section of the code. Mr. Mangum then noted that noticing requirements would remain the same as would the appeal process.

Chair Isaac asked if there were any questions or comments from the public. There were none. He then confirmed that no additional comments had been received. Ms. Jones stated that there were no comments for this item but a clarification requested on whether this amendment would change the regulations for residential care homes. She stated that, per Mr. Mangum’s presentation, this amendment would not change those requirements.

Chair Isaac stated that the number of cases reviewed for each of the proposed changes was included as well and that the amendment seems to be less of a workflow issue than it is meant to benefit property owners in dealing with the process.

Mr. Mangum responded that there would be roughly a handful of cases per year where the process would change. It is a combination of assisting homeowners and a few items within the code needing to be changed to streamline the review process and enable the Zoning Board of Appeals and City Council to spend more time on larger or more contentious items.

Mr. Isaac then asked if these cases are generally approved and non-controversial issues. Mr. Mangum responded that specific cases would need to be looked at but the cases are generally non-controversial with limited impact on the neighborhood as a whole.

The Commission then reviewed the standards for approval of amendments and agreed that the applicable standards were met.

Commissioner Hewko made a motion to recommend approval of the proposed text amendment. Seconded by Commissioner Draper. A roll call vote was taken and the motion passed unanimously, 6-0.

Ayes: Isaac, Draper, Halik, Hewko, Johnson, Sloss
Nays:

6. PUBLIC COMMENT

There was no public comment.

7. ADJOURNMENT
Commissioner Johnson made a motion to adjourn the meeting. Commissioner Sloss seconded the motion.

A voice vote was taken and the motion was approved by voice vote 6-0. The meeting was adjourned at 7:35 pm.

Respectfully Submitted,
Meagan Jones
Neighborhood and Land Use Planner
Community Development Department
Memorandum

To: Honorable Mayor and Members of the City Council

CC: Members of the Planning and Development Committee

From: Melissa Klotz, Zoning Administrator

CC: Johanna Leonard, Community Development Director; Scott Mangum, Planning and Zoning Manager

Subject: Ordinance 60-O-20, Granting a Special Use for a Type 2 Restaurant, Happy Lemon, in the D4 Downtown Transition District, at 1607 Chicago Ave.

Date: June 22, 2020

Recommended Action:
The Zoning Board of Appeals and staff recommend adoption of Ordinance 60-O-20 granting special use approval for a Type 2 Restaurant, Happy Lemon, in the D4 Downtown Transition District. The applicant has complied with all zoning requirements and meets all of the Standards for a special use for this district.

Council Action:
For Action

Summary:
The applicant proposes to operate Happy Lemon, a Type 2 restaurant, at 1607 Chicago Avenue. The proposed menu consists of a variety of tea and specialty drinks in addition to waffles prepared on-site. The applicant is proposing to operate seven days a week, with standard hours being 11am to 11pm on weekdays and 11am to midnight on Saturday and 11am to 11pm on Sunday. Peak hours are anticipated to be from 2pm to 5pm.

The proposed floor plan includes indoor seating and a service counter that will be visible through the exterior storefront windows fronting Chicago Avenue. There is a small preparation area located in the rear of the store and an ADA accessible restroom in the rear of the store for employees and customers. Employees will be encouraged to use public transit options available near the site, the majority of which live nearby. Deliveries are not expected to take place frequently and will be handled by the purveyor likely during early morning hours. Trash will be stored in a shared space at the rear of the property and composting will occur whenever possible. The applicant agrees to follow Sustainability Plan P5.
including recycling. The operator anticipates opening in late summer and will comply with all COVID-19 regulations.

Legislative History:
May 19, 2020 - The Zoning Board of Appeals unanimously recommended approval of the requested special use with the following conditions:
1. Hours of operation shall not exceed 6am - midnight, 7 days a week.
2. Sustainability Plan shall be followed.
3. Substantial compliance with the documents and testimony on record.

May 19, 2020 ZBA Packet

Attachments:
Ordinance 60-O-20 Special Use Permit for a Type 2 Restaurant at 1607 Chicago Ave
Findings For Special Use for 1607 Chicago Ave
ZBA Meeting Minutes Excerpt for 1607 Chicago Ave
60-O-20

AN ORDINANCE

Granting a Special Use Permit for a Type 2 Restaurant Located at 1607 Chicago Avenue in the D4 Downtown Transition District (“Happy Le”)

WHEREAS, the Zoning Board of Appeals (“ZBA”) met on May 19, 2020, pursuant to proper notice, to consider case no. 20ZMJV-0006, an application filed by Happy Le, Inc. (the “Applicant”), lessee of the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 1607 Chicago Avenue (the “Subject Property”) and located in the D4 Downtown Transition District, for a Special Use Permit to establish, pursuant to Subsection 6-11-5-3 of the Evanston City Code, 2012, as amended (“the Zoning Ordinance”), a Type 2 Restaurant, “Happy Le,” on the Subject Property; and

WHEREAS, the ZBA, after hearing testimony and receiving other evidence, made a written record and written findings that the application for a Special Use Permit for a Type 2 Restaurant met the standards for Special Uses in Section 6-3-5 of the Zoning Ordinance and recommended City Council approval thereof; and

WHEREAS, at its meeting of June 8, 2020, the Planning and Development Committee of the City Council (“P&D Committee”) considered the ZBA’s record and findings and recommended the City Council accept the ZBA’s recommendation and approved the application in case no. 20ZMJV-0006; and
WHEREAS, at its meetings of June 8 and June 22, 2020, the City Council considered and adopted the respective records, findings, and recommendations of the ZBA and P&D Committee, as amended,

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

SECTION 1: The foregoing recitals are found as fact and incorporated herein by reference.

SECTION 2: The City Council hereby approves the Special Use Permit for a Type 2 Restaurant on the Subject Property as applied for in case no. 20ZMJV-0006.

SECTION 3: Pursuant to Subsection 6-3-5 of the Zoning Ordinance, the City Council hereby imposes the following conditions on the Applicant’s Special Use Permit, violation of any of which shall constitute grounds for penalties or revocation of said Permit pursuant to Subsections 6-3-5 of the Zoning Ordinance:

A. Compliance with Applicable Requirements: The Applicant shall develop and use the Subject Property in substantial compliance with: all applicable legislation; the Applicant’s testimony and representations to the ZBA, the P&D Committee, and the City Council; and the approved plans and documents on file in this case, including but not limited to: the Sustainability Plan submitted by the Applicant.

B. Hours of Operation: The hours of operation of the restaurant shall not exceed 6 A.M. to midnight, seven (7) days a week.

C. Sustainability Plan: The Applicant shall comply with the Sustainability Plan which it previously submitted.

D. Recordation: Before it may operate the Special Use authorized by the terms of this ordinance, the Applicant shall record, at its cost, a certified copy of this ordinance with the Cook County Recorder of Deeds.
SECTION 4: When necessary to effectuate the terms, conditions, and purposes of this ordinance, “Applicant” shall be read as “Applicant’s agents, assigns, and successors in interest.”

SECTION 5: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

SECTION 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7: 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.

SECTION 8: 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: _________________, 2020
Adopted: _________________, 2020

_______________________________
Approved:

_______________________________
Stephen H. Hagerty, Mayor

Attest: 

Approved as to form:

_______________________________
Kelley Gandurski, Corporation Counsel

~3~
EXHIBIT A

LEGAL DESCRIPTION

LOT 4 (EXCEPT THE NORTH 5 FEET THEREOF) AND ALL OF LOTS 5-9 IN BLOCK 20 IN EVANSTON IN THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 18, TOWNSHIP 41 NORTH, RANGE 14, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PIN: 11-18-403-019-0000

COMMONLY KNOWN AS: 1607 Chicago Avenue, Evanston, Illinois.
In the case of

**Case Number:** 20ZMJV-0006  
**Address or Location:** 1607 Chicago Ave.  
**Applicant:** Happy Le Inc., lessee  
**Proposed Special Use:** Type 2 Restaurant, Happy Lemon

After conducting a public hearing on May 19, 2020, the Zoning Board of Appeals makes the following findings of fact, reflected in the audio-visual recording of the hearing, based upon the standards for special uses specified in Section 6-3-5-10 of the Zoning Ordinance:

<table>
<thead>
<tr>
<th>Standard</th>
<th>Finding</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>(A) It is one of the special uses specifically listed in the zoning ordinance;</td>
<td><strong>X</strong> Met</td>
<td><strong>Not Met</strong></td>
</tr>
<tr>
<td>(B) It is in keeping with purposes and policies of the adopted comprehensive general plan and the zoning ordinance as amended from time to time;</td>
<td><strong>X</strong> Met</td>
<td><strong>Not Met</strong></td>
</tr>
<tr>
<td>(C) It will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special uses of all types on the immediate neighborhood and the effect of the proposed type of special use upon the city as a whole;</td>
<td><strong>X</strong> Met</td>
<td><strong>Not Met</strong></td>
</tr>
<tr>
<td>(D) It does not interfere with or diminish the value of property in the neighborhood;</td>
<td><strong>X</strong> Met</td>
<td><strong>Not Met</strong></td>
</tr>
<tr>
<td>(E) It can be adequately served by public facilities and services</td>
<td>X Met</td>
<td>Not Met</td>
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<tr>
<td>Vote 6-0</td>
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<tr>
<td>(F) It does not cause undue traffic congestion;</td>
<td>X Met</td>
<td>Not Met</td>
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<tr>
<td>Vote 6-0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(G) It preserves significant historical and architectural resources;</td>
<td>X Met</td>
<td>Not Met</td>
</tr>
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<td>Vote 6-0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(H) It preserves significant natural and environmental features; and</td>
<td>X Met</td>
<td>Not Met</td>
</tr>
<tr>
<td>Vote 6-0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(I) It complies with all other applicable regulations of the district in which it is located and other applicable ordinances, except to the extent such regulations have been modified through the planned development process or the grant of a variation.</td>
<td>X Met</td>
<td>Not Met</td>
</tr>
<tr>
<td>Vote 6-0</td>
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<td></td>
</tr>
</tbody>
</table>

and, based upon these findings, and upon a vote

6 in favor & 0 against

Recommends to the City Council

approval without conditions

denial of the proposed special use

approval with conditions specifically:

1. Hours of operation shall not exceed 6am – midnight.
2. Sustainability Plan required.
3. Substantial compliance with the documents and testimony on record.

<table>
<thead>
<tr>
<th>Attending:</th>
<th>Vote:</th>
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<tbody>
<tr>
<td>Aye</td>
<td>No</td>
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<tr>
<td>Max Puchtel</td>
<td>X</td>
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<td>Myrna Arevalo</td>
<td>X</td>
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<td>Jill Zordan</td>
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<td>Violetta Cullen</td>
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<td>Lisa Dziekan</td>
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<tr>
<td>Mary McAuley</td>
<td>X</td>
</tr>
<tr>
<td>Kiril Mirintchev</td>
<td>X</td>
</tr>
</tbody>
</table>
ZONING BOARD OF APPEALS
Tuesday, May 19, 2020
7:00 PM
Civic Center, 2100 Ridge Avenue, Council Chambers

Members Present: Mary McAuley, Violetta Cullen, Myrna Arevalo, Kiril Mirintchev, Max Puchtel, Jill Zordan

Members Absent: Lisa Dziekan

Staff Present: Scott Mangum, Melissa Klotz, Cade W. Sterling

Presiding Member: Violetta Cullen

1607 Chicago Ave.  20ZMJV-0006
Happy Le Inc., lessee, applies for a special use permit for a Type 2 Restaurant, in the D4 Downtown Transition District (Zoning Code Section 6-11-5-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

Ms. Klotz read the case into the record

Trinh Lee, operator, explained the proposal:
- Plan to pen when construction is done in August or September.
- Most employees will be NU students who walk to work.
- Won’t be impacted by COVID restrictions because the restaurant is mostly takeout service. Curbside pickup will be available.
- Anticipate 2-3 part time employees plus the full-time owner.
- Will use The Merion’s turnaround area for curbside service if ok with the property owner.

Deliberation:
ZBA Members agreed the proposed use is appropriate for the area.

Standards:
1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes
Ms. McAuley motioned and Ms. Arevalo seconded a motion to recommend approval with conditions:

1. Hours of operation shall not exceed 6am – midnight.
2. Sustainability Plan shall be followed.
3. Substantial compliance with the documents and testimony on record.

The case was unanimously recommended for approval with the conditions.
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of the Planning and Development Committee
From: Melissa Klotz, Zoning Administrator
CC: Johanna Leonard, Community Development Director; Scott Mangum, Planning and Zoning Manager
Subject: Ordinance 61-O-20, Granting a Special Use for Commercial Indoor Recreation, Total Sona Fitness, in the C2 Commercial District and oCSC Central Street Overlay District, at 2678 Green Bay Rd.
Date: June 22, 2020

Recommended Action:
The Zoning Board of Appeals and City staff recommend adoption of Ordinance 61-O-20, granting special use approval for Commercial Indoor Recreation, Total Sona Fitness, in the C2 Commercial District and oCSC Central Street Overlay District. The applicant has complied with all zoning requirements and meets all of the Standards for a special use for this district.

Council Action:
For Action

Summary:
Total Sona Fitness will operate a program of small (6-8 participants) group fitness classes and personal training sessions by appointment. Given the size of the proposed space, only one class will occur at a single time with a goal of providing 36 small group classes per week. Business will be conducted primarily Monday through Friday between 6:00am and 6:30pm. Two yoga classes will be offered Sunday mornings at 8am and 8:30am. Two Cardio/Core classes will be offered Saturday 9am and 9:30 am and two strength classes at 10am and 10:30am. Classes on Monday and Wednesday evenings will be offered at 6:30pm and 7:00pm. Appointments for one-on-one sessions with a personal trainer will vary. The business plans to operate with up to 6 trainers (2 owner/operators and 4 part time trainers). The business plans to serve a local clientele, most of whom are expected to walk or bike to the facility.

As membership grows, the business will utilize some of the property’s 6 dedicated parking spaces, including one ADA space. Additional parking is available during peak hours of 6:30am and 8:30am when Pet People, which is located on the same property, is not open.
This offers additional parking if needed. The owners/operators currently live within 1,000 feet of the property, and only one employee is expected to drive and utilize one of the six dedicated parking spaces. The applicant has stated that on-site bike parking will also be added. The business will not utilize loud music or microphones, and focuses on a more intimate setting where cues and communication can occur easily. Deliveries are not expected, but if necessary, will be arranged during off-peak hours to avoid traffic congestion. There are no changes to the exterior façade. City staff has not received any written opposition or support for the proposal. The applicant agrees to operate within COVID-19 regulations.

Legislative History:
May 19, 2020 - The Zoning Board of Appeals unanimously recommended approval with the following condition:
1. Substantial compliance with the documents and testimony on record.

May 19, 2020 ZBA Packet

Attachments:
Ordinance 61-O-20, Special Use Permit for Commercial Indoor Recreation at 2678 Green Bay Rd
Findings For Special Use for 2678 Green Bay Rd
ZBA Meeting Minutes Excerpt for 2678 Green Bay Rd
AN ORDINANCE

Granting a Special Use Permit for Indoor Commercial Recreation
Located at 2678 Green Bay Road in the C2 Commercial District and
Central Street Corridor Overlay District
(“Total Sona Fitness”)

WHEREAS, the Zoning Board of Appeals (“ZBA”) met on May 19, 2020, pursuant to proper notice, to consider case no. 20ZMJV-0007, an application filed by Dylan Johnson (the “Applicant”), lessee of the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 2678 Green Bay Road (the “Subject Property”) and located in the C2 Commercial District and Central Street Corridor Overlay District, for a Special Use Permit to establish, pursuant to Subsection 6-15-14-5 of the Evanston City Code, 2012, as amended (“the Zoning Ordinance”), Indoor Commercial Recreation, “Total Sona Fitness,” on the Subject Property; and

WHEREAS, the ZBA, after hearing testimony and receiving other evidence, made a written record and written findings that the application for a Special Use Permit for Indoor Commercial Recreation met the standards for Special Uses in Section 6-3-5 of the Zoning Ordinance and recommended City Council approval thereof; and

WHEREAS, at its meeting of June 8, 2020, the Planning and Development Committee of the City Council (“P&D Committee”) considered the ZBA’s record and findings and recommended the City Council accept the ZBA’s recommendation and approved the application in case no. 20ZMJV-0007; and
WHEREAS, at its meetings of June 8 and June 22, 2020, the City Council considered and adopted the respective records, findings, and recommendations of the ZBA and P&D Committee, as amended,

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

SECTION 1: The foregoing recitals are found as fact and incorporated herein by reference.

SECTION 2: The City Council hereby approves the Special Use Permit for Indoor Commercial Recreation on the Subject Property as applied for in case no. 20ZMJV-0007.

SECTION 3: Pursuant to Subsection 6-3-5 of the Zoning Ordinance, the City Council hereby imposes the following conditions on the Applicant’s Special Use Permit, violation of any of which shall constitute grounds for penalties or revocation of said Permit pursuant to Subsections 6-3-5 of the Zoning Ordinance:

A. Compliance with Applicable Requirements: The Applicant shall develop and use the Subject Property in substantial compliance with: all applicable legislation; the Applicant’s testimony and representations to the ZBA, the P&D Committee, and the City Council; and the approved plans and documents on file in this case.

B. Recordation: Before it may operate the Special Use authorized by the terms of this ordinance, the Applicant shall record, at its cost, a certified copy of this ordinance with the Cook County Recorder of Deeds.

SECTION 4: When necessary to effectuate the terms, conditions, and purposes of this ordinance, “Applicant” shall be read as “Applicant’s agents, assigns, and successors in interest.”

SECTION 5: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.
SECTION 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7: 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.

SECTION 8: 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: _________________, 2020
Adopted: _________________, 2020
Approved:

______________________________
Stephen H. Hagerty, Mayor

Attest:

______________________________
Devon Reid, City Clerk

Approved as to form:

______________________________
Kelley Gandurski, Corporation Counsel

~3~
EXHIBIT A

LEGAL DESCRIPTION

Lot 1 in Plat of Consolidation recorded May 10, 1989, as Document 89210858 of Lots 8 and 9 in Block 24 in Stewart's Resubdivision of Blocks 22, 23, 24, and 26 in North Evanston, being a Subdivision of Lots 11 to 16, both inclusive, and the West 4.30 acres of Lot 17 of George Smith's Subdivision (except the North 240 acres) of the South Section of Ouilmette Reservation in Township 42 North, Range 13, East of the Third Principal Meridian in Cook County, Illinois.

PIN: 05-34-417-029-0000

COMMONLY KNOWN AS: 2678 Green Bay Road, Evanston, Illinois.
FINDINGS FOR STANDARDS OF SPECIAL USE PERMITS

In the case of

Case Number: 20ZMJV-0007

Address or Location: 2678 Green Bay Rd.

Applicant: Dylan Johnson, lessee

Proposed Special Use: Commercial Indoor Recreation, Total Sona Fitness

After conducting a public hearing on May 19, 2020, the Zoning Board of Appeals makes the following findings of fact, reflected in the audio-visual recording of the hearings, based upon the standards for special uses specified in Section 6-3-5-10 of the Zoning Ordinance:

<table>
<thead>
<tr>
<th>Standard</th>
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<tr>
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<td>Vote 6-0</td>
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<td>(B) It is in keeping with purposes and policies of the adopted comprehensive general plan and the zoning ordinance as amended from time to time;</td>
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<td>(C) It will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special uses of all types on the immediate neighborhood and the effect of the proposed type of special use upon the city as a whole;</td>
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<td>Vote 6-0</td>
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<td>(D) It does not interfere with or diminish the value of property in the neighborhood;</td>
<td>X Met</td>
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(E) It can be adequately served by public facilities and services

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Vote 6-0

(F) It does not cause undue traffic congestion;

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Vote 6-0

(G) It preserves significant historical and architectural resources;

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Vote 6-0

(H) It preserves significant natural and environmental features; and

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Vote 6-0

(I) It complies with all other applicable regulations of the district in which it is located and other applicable ordinances, except to the extent such regulations have been modified through the planned development process or the grant of a variation.

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Vote 6-0

and, based upon these findings, and upon a vote

6 in favor & 0 against

Recommends to the City Council

_____ approval without conditions

x  denial of the proposed special use

_____ approval with conditions specifically:

1. Substantial compliance with the documents and testimony on record.

Attending: 

<table>
<thead>
<tr>
<th>Aye</th>
<th>No</th>
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<td>X</td>
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Max Puchtel

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<tr>
<th>Aye</th>
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<td>X</td>
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Myrna Arevalo

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<tr>
<th>Aye</th>
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<td>X</td>
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Jill Zordan

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<tr>
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<td>X</td>
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Violetta Cullen

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Lisa Dziekan

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<th>Aye</th>
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<td>X</td>
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</table>

Mary McAuley

<table>
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<tr>
<th>Aye</th>
<th>No</th>
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<tbody>
<tr>
<td>X</td>
<td></td>
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</tbody>
</table>

Kiril Mirintchev

Planning and Zoning Division
Community Development Department
2100 Ridge Ave., Rm. 3202 Evanston, IL 60201

zoning@cityofevanston.org
www.cityofevanston.org/zoning
2678 Green Bay Rd.  

Dylan Johnson, lessee, applies for a special use permit for Indoor Commercial Recreation, Total Sona Fitness, in the C2 Commercial District and Central Street Corridor Overlay District (Zoning Code Section 6-15-14-5). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

Ms. Klotz read the case into the record.

Dylan Johnson, operator, explained the proposal:
- Will follow all COVID guidelines.
- Property owner is working with operator for an opening date and is mostly based on COVID restrictions.
- Each workout space will have a plexiglass pod - for 6 participants at a time.
- There is adequate parking on site with 6 dedicated spaces.
- Location is walkable so many clients will not drive there.
- Classes will be separated by a half hour.
- The other business on the property does not open until 9am so extra parking is available during the early morning peak hours.
- Operator and wife are full time employees and live right by the business, and there will be 3 part time trainers - some will take the train instead of driving a vehicle.
- The business model is not loud fitness like a gym that blasts music. There are no loud microphones or shouting – it is supposed to be a casual, calm experience.

Deliberations:
Ms. McAuley stated the area is high density and located near public transit so less parking is needed. The business will do well in that area. Chair Cullen agreed. Member Zordan agreed that it is a good fit for the neighborhood. Ms. Arevalo and Mr. Mirintchev agreed. Mr. Puchtel noted the proposal complies with the Comprehensive Plan.
Standards:
1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes

Ms. McAuley motioned and Ms. Arevalo seconded a motion to recommend approval with conditions:
1. Substantial compliance with the documents and testimony on record.

The case was unanimously recommended for approval with the condition.
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of the Planning and Development Committee
From: Melissa Klotz, Zoning Administrator
CC: Johanna Leonard, Community Development Director; Scott Mangum, Planning and Zoning Manager
Subject: Ordinance 62-O-20, Granting a Special Use for a Detached Single Family Dwelling in the B1 Business District at 1717 Simpson St.
Date: June 22, 2020

Recommended Action:
The Zoning Board of Appeals and staff recommend adoption of Ordinance 62-O-20 granting Special Use approval to allow the expansion of an existing Detached Single Family Dwelling in the B1 Business District, at 1717 Simpson Street. The applicant has complied with all zoning requirements and meets all of the Standards for Special Use in this district.

Council Action:
For Action

Summary:
The property owner recently purchased the residence and undertook renovations without permit, enclosing a non-habitable front enclosure (greenhouse) into habitable space in the same footprint, effectively expanding the existing non-conforming use since the residence is located within a business district. The property owner requests a special use to bring the zoning into compliance to allow a single family residence with the expanded habitable footprint.

The special use will cease if the residential structure is ever removed from the property and the existing B1 Business District zoning will remain. City staff is not aware of any objections or comments regarding the proposal.

Legislative History:
May 19, 2020 - The Zoning Board of Appeals unanimously recommended approval with the condition the project be developed in substantial compliance with the documents and testimony on record.
May 19, 2020 ZBA Packet

Attachments:
Ordinance 62-O-20, Special Use for a Detached Single Family Dwelling at 1717 Simpson St
Findings For Special Use for 1717 Simpson St
ZBA Meeting Minutes Excerpt for 1717 Simpson St
AN ORDINANCE

62-O-20

Granting a Special Use Permit for a Detached Single-Family Dwelling
Located at 1717 Simpson Street in the B1 Business District

WHEREAS, the Zoning Board of Appeals ("ZBA") met on May 19, 2020, pursuant to proper notice, to consider case no. 20ZMJV-0013, an application filed by Stefan Cucu (the "Applicant"), lessee of the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 1717 Simpson Street (the "Subject Property") and located in the B1 Business District, for a Special Use Permit to establish, pursuant to Subsection 6-9-2-3 of the Evanston City Code, 2012, as amended ("the Zoning Ordinance"), a Detached Single-Family Dwelling on the Subject Property; and

WHEREAS, the ZBA, after hearing testimony and receiving other evidence, made a written record and written findings that the application for a Special Use Permit for a Detached Single-Family Dwelling met the standards for Special Uses in Section 6-3-5 of the Zoning Ordinance and recommended City Council approval thereof; and

WHEREAS, at its meeting of June 8, 2020, the Planning and Development Committee of the City Council ("P&D Committee") considered the ZBA's record and findings and recommended the City Council accept the ZBA's recommendation and approved the application in case no. 20ZMJV-0013; and
WHEREAS, at its meetings of June 8 and June 22, 2020, the City Council considered and adopted the respective records, findings, and recommendations of the ZBA and P&D Committee, as amended,

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

SECTION 1: The foregoing recitals are found as fact and incorporated herein by reference.

SECTION 2: The City Council hereby approves the Special Use Permit for a Detached Single-Family Dwelling on the Subject Property as applied for in case no. 20ZMJV-0013.

SECTION 3: Pursuant to Subsection 6-3-5 of the Zoning Ordinance, the City Council hereby imposes the following conditions on the Applicant’s Special Use Permit, violation of any of which shall constitute grounds for penalties or revocation of said Permit pursuant to Subsections 6-3-5 of the Zoning Ordinance:

A. Compliance with Applicable Requirements: The Applicant shall develop and use the Subject Property in substantial compliance with: all applicable legislation; the Applicant’s testimony and representations to the ZBA, the P&D Committee, and the City Council; and the approved plans and documents on file in this case.

B. Recordation: Before it may operate the Special Use authorized by the terms of this ordinance, the Applicant shall record, at its cost, a certified copy of this ordinance with the Cook County Recorder of Deeds.

SECTION 4: When necessary to effectuate the terms, conditions, and purposes of this ordinance, “Applicant” shall be read as “Applicant’s agents, assigns, and successors in interest.”

SECTION 5: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.
SECTION 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7: 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.

SECTION 8: 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: _________________, 2020
Adopted: _________________, 2020

______________________________
Stephen H. Hagerty, Mayor

Attest:

______________________________
Devon Reid, City Clerk

Approved as to form:

______________________________
Kelley Gandurski, Corporation Counsel
EXHIBIT A

LEGAL DESCRIPTION

The East 37.5 feet of Lots 9 and 10 (except the North 9 feet for alley) in Block 8 of Paynes Addition to Evanston, a Subdivision of the Southwest Quarter of the Southeast Quarter of Section 12, Township 41 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois.

PIN: 10-12-420-016-0000

COMMONLY KNOWN AS: 1717 Simpson Street, Evanston, Illinois.
In the case of

**Case Number:** 20ZMJV-0013

**Address or Location:** 1717 Simpson St.

**Applicant:** Stefan Cucu, property owner

**Proposed Special Use:** Detached Single Family Dwelling in the B1 District

After conducting a public hearing on May 19, 2020, the Zoning Board of Appeals makes the following findings of fact, reflected in the audio-visual recording of the hearing, based upon the standards for special uses specified in Section 6-3-5-10 of the Zoning Ordinance:

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<td>(C) It will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special uses of all types on the immediate neighborhood and the effect of the proposed type of special use upon the city as a whole;</td>
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and, based upon these findings, and upon a vote

6 in favor & 0 against

Recommends to the City Council

_____ approval without conditions

x approval with conditions specifically:

1. Substantial compliance with the documents and testimony on record.

Attending: 

| Max Puchtel | Myrna Arevalo | Jill Zordan | Violetta Cullen | Lisa Dziekan | Mary McAuley | Kiril Mirintchev |
|___________|___________|___________|_____________|____________|____________|____________|
| X         | X          | X           | X            |              | X           | X             |

Vote:

| Aye | No |
|_____|____|
| X   |   X|
| X   |   X|
| X   |   X|
| X   |   X|
|     |   X|
| X   |   X|

Attending:

| Max Puchtel | Myrna Arevalo | Jill Zordan | Violetta Cullen | Lisa Dziekan | Mary McAuley | Kiril Mirintchev |
|___________|___________|___________|_____________|____________|____________|____________|
| X         | X          | X           | X            |              | X           | X             |
MEETING MINUTES EXCERPT

ZONING BOARD OF APPEALS
Tuesday, May 19, 2020
7:00 PM
Civic Center, 2100 Ridge Avenue, Council Chambers

Members Present: Mary McAuley, Violetta Cullen, Myrna Arevalo, Kiril Mirintchev, Max Puchtel, Jill Zordan

Members Absent: Lisa Dziekan

Staff Present: Scott Mangum, Melissa Klotz, Cade W. Sterling

Presiding Member: Violetta Cullen

1717 Simpson St. 20ZMJV-0013
Stefan Cucu, applicant, applies for a special use permit for a Detached Single-Family Dwelling in the B1 Business District (Zoning Code Section 6-9-2-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

Ms. Klotz read the case into the record

Ms. Cucu, owner, explained the proposal:
- The property features an existing single family home.
- The special use is required because the property is located in a business district.
- Current owners purchased the property and have lived there since November 2018.
- The new enclosed porch is the same footprint as the existing porch/greenhouse structure.

Ms. Klotz explained why a special use is more appropriate than a variation in this instance since it will bring the property into compliance rather than continue the legally nonconforming status as a residence in a business district. The special use will run with the property and will cease if the single family residence is ever removed.

Deliberation:
Ms. McAuley stated the construction is a nice improvement to the home. ZBA Members agreed.

Standards:
1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes

Ms. Arevalo motioned and Ms. McAuley seconded a motion to recommend approval with conditions:
   1. Substantial compliance with the documents and testimony on record.

The case was unanimously recommended for approval with the condition.
Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of the Planning and Development Committee
From: Melissa Klotz, Zoning Administrator
CC: Johanna Leonard, Community Development Director; Scott Mangum, Planning and Zoning Manager
Subject: Ordinance 63-O-20 granting a Special Use for a Type 2 Restaurant, 4 Suns Fresh Juice, in the C1 Commercial District at 1906 Main St.
Date: June 22, 2020

Recommended Action:
The Zoning Board of Appeals and City staff recommend adoption of Ord. 63-O-20 granting a Special Use for a Type 2 Restaurant, 4 Suns Fresh Juice, in the C1 Commercial District at 1906 Main St. The applicant has complied with all zoning requirements and meets all of the Standards for a special use in this district.

Council Action:
For Action

Summary:
The applicant proposes to operate 4 Suns Fresh Juice, a Type 2 Restaurant with a menu consisting of a variety of vegan, whole food, plant-based juices and smoothies in addition to teas, wraps, bowls, salads and sandwiches that are prepared on-site. The applicant is proposing to operate five days a week, with standard hours being 7am to 7pm on Wednesday through Sunday with peak hours between 9am and 1pm. The restaurant will be closed on Mondays and Tuesdays.

The space is roughly 700 square feet and the proposed floor plan includes indoor seating for 12-14 customers (two two-top tables and bar seating in window) and a service counter that will be visible through the exterior storefront windows facing Main Street. There is a preparation area, and a large dry-storage area located in the south and east volumes of the store. A shared ADA accessible restroom is located in the rear of the building and will be used by both employees and customers. Employees and customers will park in the rear parking lot of the building accessible from Dodge Avenue and walk around the building to the entrance off Main Street. The parking lot has 65 full-size spaces and 3 accessible spaces shared between the building’s seven tenants. Deliveries are expected to occur twice per
week and will be handled by staff and take place on a small scale in the rear parking lot. City staff is not aware of any objections to the proposal. The applicant agrees to operate following COVID-19 regulations.

Legislative History:
May 19, 2020 - The Zoning Board of Appeals unanimously recommended approval with the following condition:
1. Hours of operation shall not exceed 6am - midnight, 7 days a week.

May 19, 2020 ZBA Packet

Attachments:
Ordinance 63-O-20 Special Use for a Type 2 Restaurant at 1906 Main St
Findings For Special Use for 1906 Main St
ZBA Meeting Minutes Excerpt for 1906 Main St.
63-O-20

AN ORDINANCE

Granting a Special Use Permit for a Type 2 Restaurant Located at 1906 Main Street in the C1 Commercial District (“4 Suns Fresh Juice”)

WHEREAS, the Zoning Board of Appeals (“ZBA”) met on May 19, 2020, pursuant to proper notice, to consider case no. 20ZMJV-0023, an application filed by Gabrielle J. Aguilar (the “Applicant”), lessee of the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 1906 Main Street (the “Subject Property”) and located in the C1 Commercial District, for a Special Use Permit to establish, pursuant to Subsection 6-10-2-3 of the Evanston City Code, 2012, as amended (“the Zoning Ordinance”), a Type 2 Restaurant on the Subject Property; and

WHEREAS, the ZBA, after hearing testimony and receiving other evidence, made a written record and written findings that the application for a Special Use Permit for a Type 2 Restaurant met the standards for Special Uses in Section 6-3-5 of the Zoning Ordinance and recommended City Council approval thereof; and

WHEREAS, at its meeting of June 8, 2020, the Planning and Development Committee of the City Council (“P&D Committee”) considered the ZBA’s record and findings and recommended the City Council accept the ZBA’s recommendation and approved the application in case no. 20ZMJV-0023; and
WHEREAS, at its meetings of June 8 and June 22, 2020, the City Council considered and adopted the respective records, findings, and recommendations of the ZBA and P&D Committee, as amended,

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

SECTION 1: The foregoing recitals are found as fact and incorporated herein by reference.

SECTION 2: The City Council hereby approves the Special Use Permit for a Type 2 Restaurant on the Subject Property as applied for in case no. 20ZMJV-0023.

SECTION 3: Pursuant to Subsection 6-3-5 of the Zoning Ordinance, the City Council hereby imposes the following conditions on the Applicant’s Special Use Permit, violation of any of which shall constitute grounds for penalties or revocation of said Permit pursuant to Subsections 6-3-5 of the Zoning Ordinance:

A. Compliance with Applicable Requirements: The Applicant shall develop and use the Subject Property in substantial compliance with: all applicable legislation; the Applicant’s testimony and representations to the ZBA, the P&D Committee, and the City Council; and the approved plans and documents on file in this case.

B. Hours of Operation: Hours of operation of the restaurant shall not exceed 6 A.M. to midnight, seven (7) days a week.

C. Recordation: Before it may operate the Special Use authorized by the terms of this ordinance, the Applicant shall record, at its cost, a certified copy of this ordinance with the Cook County Recorder of Deeds.

SECTION 4: When necessary to effectuate the terms, conditions, and purposes of this ordinance, “Applicant” shall be read as “Applicant’s agents, assigns, and successors in interest.”
SECTION 5: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

SECTION 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7: 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.

SECTION 8: 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: _________________, 2020
Adopted: _________________, 2020

______________
Stephen H. Hagerty, Mayor

Attest:

Devon Reid, City Clerk

Approved as to form:

Kelley Gandurski, Corporation Counsel
EXHIBIT A

LEGAL DESCRIPTION

Lots 1-8, both inclusive, together with vacated 40 ft. alley lying South of and adjoining said Lots 1 and 2 in Burton’s Resubdivision of Lots 1 to 5, both inclusive, in Block 1 in Harbert and Richard's Addition to South Evanston, a Subdivision of the East Third of the North Half of the Southwest Quarter of Section 24, Township 41 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois.

PIN: 10-24-304-038-0000

COMMONLY KNOWN AS: 1906 Main Street, Evanston, Illinois.
In the case of

Case Number: 20ZMJV-0023
Address or Location: 1906 Main St.
Applicant: Gabrielle J. Aguilar, lessee
Proposed Special Use: Type 2 Restaurant, 4 Suns Fresh Juice

After conducting a public hearing on May 19, 2020, the Zoning Board of Appeals makes the following findings of fact, reflected in the audio-visual recording of the hearing, based upon the standards for special uses specified in Section 6-3-5-10 of the Zoning Ordinance:

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Vote 6-0

(F) It does not cause undue traffic congestion;

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Vote 6-0

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Vote 6-0

and, based upon these findings, and upon a vote

6 in favor & 0 against

Recommends to the City Council

approval without conditions

denial of the proposed special use

approval with conditions specifically:

1. Hours of operation shall not exceed 6am-midnight.

**Attending:**

- Max Puchtel
- Myrna Arevalo
- Jill Zordan
- Violetta Cullen
- Lisa Dziekan
- Mary McAuley
- Kiril Mirintchev

**Vote:**

- Aye
- No

- X
- X
- X
- X
- X
- X
- X
1906 Main St.  20ZMJV-0023
Gabrielle J. Aguilar, lessee, applies for a special use permit for a Type 2 Restaurant, 4 Sun’s Fresh Juice, in the C1 Commercial District (Zoning Code Section 6-10-2-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

Ms. Klotz read the case into the record.

Gabrielle Aguilar, operator, explained the proposal:

- Restaurant will be carry out with minimal seating - only stools at the window and one ADA table.
- Will follow all COVID precautions.
- Mostly drinks for sale but also a little food.
- Sale items are healthy and often vegan.
- Plan to open as soon as possible this summer.
- Customers will arrive by foot, bike, from Robert Crown, and there is a large parking lot at the property that accommodates 60 vehicles.

Ms. McAuley commended the healthy food options that will be offered, and noted bicyclists from James Park will also head that way.

The applicant stated she hopes to add a bike rack near the door.

Deliberation:
Chair Cullen stated her support for the business and is glad for the location.

Member Mirintchev agreed there is currently no option for this type of healthy food in the area. Mr. Puchtel and other Members agreed.

Standards:
1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes

Ms. Arevalo motioned and Ms. Zordan seconded a motion to recommend approval with conditions:
   1. Hours of operation shall not exceed 6am – midnight.

The case was unanimously recommended for approval with the condition.
AN ORDINANCE

Amending Title 1, Chapter 8 “City Manager”

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

SECTION 1: City Code Title 1, Chapter 8, “City Manager,” of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

1-8-1. - APPOINTMENT; TERM; OFFICE.

The City Council shall appoint a City Manager who shall be the administrative head of the Municipal government and who shall be responsible for the efficient administration of all departments of the City. The City Manager shall be appointed for an indefinite term, as provided by 65 ILCS 5/5-3-7 and appointed without regard to his/her political beliefs and need not be a resident of the City when appointed.

The City Manager shall maintain an office in the Civic Center and shall spend such time in the performance of his/her duties as may be required by the City Council.

The City Manager may, at any time, be removed from office by a majority vote of seven or more of the members of the City Council.

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 18-O-20 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: ________________, 2020
Adopted: ________________, 2020
Approved: ________________, 2020

_______________________________
Stephen H. Hagerty, Mayor

Attest:
Approved as to form:

_______________________________
Kelley Gandurski, Corporation Counsel

_______________________________
Devon Reid, City Clerk
Memorandum

To: Honorable Mayor and Members of the City Council
From: Darlene Francellno, Mayoral/Aldermanic Assistant
CC: Kimberly Richardson, Interim Assistant City Manager
Subject: Approval of Appointments to the Citizen Police Review Commission
Date: June 22, 2020

Recommended Action:
The Mayor recommends City Council approval of the appointments of Jamal Graham, Blanca Lule, Rick Marsh, Shahna Richman, Nikko Ross, Juneitha Shambee, Nyika Strickland, Clarence Weaver and Douglas Whitmore to the Citizen Police Review Commission.

Council Action:
For Action

Summary:
For Appointment to:

Jamal Graham - 1-year term
Mr. Graham is a lifelong Evanston resident and aspiring teacher. Currently, he attends the University of Illinois in Chicago and is an employee at Westminster Place in the 6th Ward. Also, he volunteers at Beth Emet's Soup Kitchen, tutors students, and fundraises for charities.

Blanca Lule - 1-year term
Ms. Lule has resided in Evanston for 25 years. She works as a paralegal and manager. She previously worked at the Attorney Registration & Disciplinary Commission of the Supreme Court of Illinois, where she helped investigate misconduct.

Rick Marsh - 1-year term
Mr. Marsh has resided in Evanston for 36 years. After his career as a professional athlete in the NBA, Mr. Marsh spent his professional career in corporate America. In Evanston, he has been involved as a coach and a mentor in Fellowship of Afro-American Men (FAAM), Board President of Curt's Café, and served on Evanston Park & Recreation Board. He is a graduate of Evanston Community Foundation's Leadership Evanston.
**Shahna Richman - 2-year term**
Ms. Richman has resided in Evanston for 40 years. She formerly was a police officer and detective with the City of New Haven, CT, Police Department, and as a special agent for the FBI. She is a volunteer educator for civil rights, forensic science, and criminal justice. She has volunteered with the YWCA-North Shore, St. Leonard's House Ministries, Connections for the Homeless, the Innocence Project, and Girls on the Run.

**Nikko Ross - 2-year term**
Mr. Ross is a lifelong Evanston resident. He is currently working towards his Bachelor's degree at Northwestern University and is employed at Rice Education Center located in the 9th Ward. He is the founder of Brother to Brother, a minority male mentoring program.

**Juneitha Shambee - 2-year term**
Ms. Shambee has resided in Evanston for 13 years. She is a practicing attorney who specializes in criminal and civil defense, with her office located in the 4th Ward. She is currently a board member of the Organization for Positive Action and Leadership (OPAL) and a board member of the Democratic Party of Evanston (DPOE).

**Nyika Strickland - 3-year term**
Ms. Strickland has resided in Evanston for 21 years. She is a partner with Kirkland & Ellis, which practice specializes in intellectual property law. She has served on the executive board of School for Little Children, provided pro-bono immigration law services, and volunteered with Habitat for Humanity and the Ronald McDonald House.

**Clarence Weaver - 3-year term**
Mr. Weaver has resided in Evanston for 34 years. Along with his wife, Wendy, they own C&W Market in the 5th Ward. He is an active member of Second Baptist Church and the community, he is a board member of Y.O.U., and support community efforts to address food insecurities in Evanston.

**Douglas Whitmore - 3-year term**
Mr. Whitmore is a lifelong Evanston resident. He's a retired Illinois State Police Officer. He owns American Defensive Driving School in downtown Evanston. located in the 1st Ward. Early in his career, he started out as a teacher at Nichols Middle School.