PARKS, RECREATION AND COMMUNITY SERVICES BOARD
Thursday, August 20, 2020
6:00 P.M.

As the result of an executive order issued by Governor J.B. Pritzker suspending in-person attendance requirements for public meetings, the Board/Commission/Committee member and City staff will be participating in this meeting remotely. Due to public health concerns, residents will not be able to provide public comments in-person at the meeting. Those wishing to make public comments may submit written comments in advance or sign up to provide public comments by phone or video during the meeting.

Join Zoom Meeting
https://zoom.us/j/94393491094
Meeting ID: 943 9349 1094

Join by Phone Dial: 312-626-6799
Meeting ID: 94393491094#

AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM
2. SUSPENSION OF THE RULES: Members participating electronically or by telephone
3. APPROVAL OF MEETING MINUTES OF FEBRUARY 20, MAY 21 and JULY 16
4. PUBLIC COMMENTS
5. HONORARY STREET NAME SIGN REQUEST – Black Lives Matter
6. STAFF UPDATES
   a. Summer Review
      i. Summer Camps / Programs and Beaches
   b. Strategy to Save the Beaches
      i. Project 1122 Waukegan Sand Sharing Program
   c. Fall Programming
   d. Senior Programming
7. COMMENTS FROM THE BOARD
8. ADJOURNMENT

Order & Agenda Items are subject to change. Information about the Parks, Recreation and Community Services Board is available at: www.cityofevanston.org/government/boards-commissions. Questions can be directed to 847-866-2914. The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact 847-866-2916 (Voice) or 847-448-8064 (TTY).
MEETING MINUTES
PARKS, RECREATION AND COMMUNITY SERVICES BOARD
Thursday, February 20, 2020
6:00pm
Chandler-Newberger Center, 1028 Central St.


Members Absent: E. DeStefano, T. Long

Staff Present: L. Hemingway, K. Hawk

Others Present: R. Bush

DECLARATION OF QUORUM
With a quorum present, J. Bryan called the meeting to order.

APPROVAL OF MEETING MINUTES OF NOVEMBER 21 AND JANUARY 16
Action: The motion to accept the minutes of November 21 and January 16 was approved.

PUBLIC COMMENTS
R. Bush reminded the Board and staff the meeting agenda is supposed to be posted in the building 48 hours before the meeting and requested an update on the potential dog park discussion. L. Hemingway responded there is a dog park update going to City Council on February 24 led by the Public Works Department.

REQUEST FOR WILLIAM N. ERICKSON FUNDS
The Board received a request from the Evanston Baseball / Softball Association for $900 from the William N. Erickson Fund to sponsor two teams in the 2020 season.
Action: The motion to approve the request for $900 was approved.

CITY CODE AMENDMENTS
Staff will present City Council with two proposed city code amendments:
-Allowing Alcohol in Parks with a One Day Liquor Service License
-Prohibiting the Sale of Marijuana, Hemp, or CBD Plants or Products at Farmers Markets.

PARKS STRATEGIC PLAN
The Administration and Public Works Committee did not approve staff’s recommendation to execute a contract with Berry Dunn McNeil & Parker, LLC (100 Middle Street, Portland, ME 04101) for the planning and development of a parks and...
recreation strategic plan. One of the main concerns was the funding source ($77,377 from the Capital Improvement Fund 2020 General Obligation Bonds and $50,000 from the 2020 Good Neighbor Fund). Staff is planning to resubmit the recommendation to City Council on March 23 using a different funding source and encourages the Board to attend the meeting for support.

**DISCUSSION ON NAMING / RENAMING PUBLIC PLACES**
The Board received samples of criteria and processes used by other communities. Members will submit proposed criteria for discussion at the next meeting.

**STAFF UPDATES**
On February 24 staff will recommend City Council authorize the City Manager to execute a sole-source agreement with Smith Group (35 E. Wacker Drive, Suite 900, Chicago, IL 60601) in the amount of $74,500 to provide engineering services for the City of Evanston Shoreline Condition Assessment.

Robert Crown will be open to the public February 29. An Open House is scheduled for March 14 from 10am – 1pm. At the open house, community members of all ages will be able to participate in free ice skating lessons, pottery and art activities, dance demonstrations, preschool programs, gym activities, games, library programs and much more.

The department will receive an $11,000 grant from the Nicor Foundation that will help support afterschool programs.

Krave, the lakefront concessionaire, will not return this summer. Staff will submit a request for proposal for a new concessionaire.

**COMMENTS FROM THE BOARD**
None.

**ADJOURNMENT**
The meeting ended at 7:08pm. The next scheduled meeting is 6pm on March 19, 2020 at the Ecology Center.
MEETING MINUTES
PARKS, RECREATION AND COMMUNITY SERVICES BOARD
Thursday, May 21, 2020

Members Present:  T. Long, D. Michelin, D. Barreto, D. Featherson, E. DeStefano,
J. Greenberg, P. Gregory,

Members Absent: E. Moran, J. Bryan

Staff Present: L. Hemingway, K. Hawk

Others Present:

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

APPROVAL OF MEETING MINUTES OF FEBRUARY 20
Meeting minutes were not available and will be presented at the June meeting.

PUBLIC COMMENTS
None.

STAFF UPDATES
Budget –
Due to COVID-19, all spring programs were cancelled. The department processed $125,000 in registration refunds. The city’s budget has been severely impacted with almost no revenue coming in. Some of the expense reductions enacted to help balance the shortfall include:
• Hiring freeze on all non-essential positions
• Layoff of 8 full-time, non-union employees
• Layoff of Parks and Recreation part-time employees - Instructors, Program Assistants, Rec. Aides, Inclusion Aides = $40,000 savings per pay period
• Retirement incentive offered to all employees - coverage of 5 months health insurance after retirement date of April 30 or sooner
• Full time staff will take 10 furlough days

Capital Improvement Projects –
The Robert Crown project is moving along with concrete, fencing, and landscaping installation. The project should be completed this summer. The McCullough Park improvement project has been pushed to 2021. The Fitzsimmons tennis court project is moving forward. The Fleetwood gym project bid came in significantly higher than budgeted so staff will have to reallocate funding.
Summer Camp / Lakefront Operations –
Summer camp programs are anticipated to open in a significantly reduced capacity on Monday, July 6. The department is evaluating how to best operate camp programs within the health and safety guidelines, and will reach out to those who have registered to communicate updates related to each specific camp program. The Church Street Boat Ramp will open for public use on Friday, May 22, and the Dempster Street Launch Facility will open on Monday, June 1. Equipment rentals are not available at this time. Evanston beaches are currently closed for swimming, and are tentatively scheduled to reopen in July. Beach tokens will not be available for purchase until opening plans are finalized.

Parks / Tennis Courts –
City parks and trails remain open for public use. Community members are encouraged to practice social distancing while using these spaces. Playgrounds remain closed, as these high-touch surfaces do not allow for safe use at this time. Basketball courts remain closed at this time, as basketball does not allow for physical distancing in accordance with current public health guidelines. Beginning Friday, May 22, outdoor tennis courts will reopen to the public. Tennis courts will reopen at half capacity (every other court), and will be limited to singles play only. Signage will be posted with court guidelines.

Special Events –
The June 2, 9 and 23 Starlight Concerts have been canceled. Staff is evaluating plans for the remaining Starlight concerts and movies. The Evanston Fourth of July Association has canceled Independence Day activities, including playground activities, roller skating, fun run, parade, live concert and fireworks. The association is working with City and community partners to plan alternative ways to celebrate this year. The Fountain Square fountain will remain off until Evanston reaches Phase 4 of Governor Pritzker’s Restore Illinois recovery framework, which would allow for gatherings of up to 50 people. Permanent seating areas in the north plaza are open for public use.

BOARD OFFICE ELECTION
Action: The motion for Denise Barreto to serve as Board President and Tracy Long to serve as Vice President was approved.

ADJOURNMENT
The meeting ended at 7:08pm. The next scheduled meeting is 6pm on June 18, 2020 on Zoom.
MEETING MINUTES
PARKS, RECREATION AND COMMUNITY SERVICES BOARD
Thursday, July 16, 2020

Members Present: T. Long, D. Barreto, D. Featherson, J. Greenberg,
Members Absent: E. Moran, J. Bryan, D. Michelin, P. Gregory
Staff Present: L. Hemingway, K. Hawk
Others Present: R. Bush

DECLARATION OF QUORUM
D. Barreto called the meeting to order. No quorum present.

APPROVAL OF MEETING MINUTES OF FEBRUARY 20 and MAY 21
No quorum - Meeting minutes held for the next meeting.

PUBLIC COMMENTS
None.

STAFF UPDATES
L. Hemingway gave an overview of health and safety guidelines staff will follow while operating summer camps/programs, during phase 4 of Governor Pritzker’s restore Illinois recovery framework.

We’ve had two starlight concerts so far that went very well. The remaining concerts and movie in the park events will continue this summer with social distance guidelines in place.

The swimming beaches opened July 1st. Season beach tokens went on sale June 8. Daily beach passes will be sold at the Dempster Street and Clark Street beach offices only. No daily passes will be sold at the beach entrances. Gate attendants will count the number of people entering the beaches because we can operate at only 50% capacity.

The summer food distribution program started on July 6, at four locations – Fleetwood-Jourdain, Mason Park, Robert Crown and Kamen Park. We’re averaging 500 breakfasts and 700 lunches being distributed daily.

ADJOURNMENT
The meeting ended at 7:10pm. The next scheduled meeting is 6pm on Sept 17, 2020 on Zoom.