



CITY COUNCIL REGULAR MEETING

**CITY OF EVANSTON, ILLINOIS
LORRAINE H. MORTON CIVIC CENTER
JAMES C. LYTTLE COUNCIL CHAMBERS
Monday, February 26, 2018**

**Administration & Public Works (A&PW) Committee meets at 6 p.m.
Planning & Development Committee (P&D) meets at 7:15 p.m.
City Council meeting will convene at conclusion of the P&D Committee meeting.**

ORDER OF BUSINESS

- (I)** Roll Call – Begin with Alderman Suffredin
- (II)** Mayor Public Announcements
- (III)** City Manager Public Announcements
Mayor's Summer Youth Employment Program Job Fair, March 3, 2018
- (IV)** Communications: City Clerk

(V) Public Comment

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

- (VI) Consent Agenda and Report of Standing Committees:
- | | | |
|-------------------------------|---|----------------------|
| Administration & Public Works | - | Alderman Rainey |
| Planning & Development | - | Alderman Wynne |
| Human Services | - | Alderman Braithwaite |
| Economic Development | - | Alderman Rainey |
| Rules | - | Alderman Rainey |

CONSENT AGENDA

- (M1) Approval of Minutes of the Regular City Council Meeting of January 22, 2018, January 29, 2018, February 12, 2018 and February 19, 2018.

For Action

ADMINISTRATION & PUBLIC WORKS COMMITTEE

- | | |
|--|-----------------|
| (A1) Payroll – January 22, 2018 through February 4, 2018 | \$ 3,079,462.01 |
| (A2) Bills List – February 27, 2018 | \$ 1,520,935.04 |

For Action

(A3.1) Pilot Landlord Rehabilitation Assistance Program

Staff recommends City Council approval of a Pilot Landlord Rehabilitation Assistance Program to support improvements and repairs for rental units that are committed to be rented to households earning 60% of AMI. The proposed program budget is \$200,000 for the 2018 fiscal year and will be provided from the Affordable Housing Fund. Funding will be from the Affordable Housing Fund (Account 250.21.5465.65535). The Affordable Housing Fund has a current uncommitted cash balance of approximately \$800,000.

For Action

(A3.2) Purchase of Police, Fire & Administrative Service Vehicles from Currie Motors

Staff recommends City Council approval of the purchase of seven (7) Ford SUVs and (1) Chevrolet SUV outfitted with lights, sirens and other necessary equipment for operations. Four (4) Fords and one (1) Chevrolet will be allocated to the Evanston Police Department Field Operations Division, two (2) Ford will be allocated to the Fire Department Administration Division and one (1) Ford will be allocated to the Administrative Services Department Facilities Division. The replacement vehicles will be purchased from Currie Motors (9423 W. Lincoln Highway, Frankfort, IL 60423) in the amount of \$238,418.89. Funding for the vehicles will be from the Equipment Replacement Fund (Account 601.19.7780.65550) in the amount of \$238,418.89, which has a budgeted amount of \$1,522,977.

For Action

(A3.3) One Year Contract Renewal for Purchase of Emergency Lighting & Sirens from Havey Communications Inc.

Staff recommends City Council approval of a one (1) year contract renewal for the purchase of emergency lighting, sirens and after-market products and services in the amount of \$80,960.00 to Havey Communications Inc. (28835 Herky Drive # 117, Lake Bluff, IL 60044). Funding will be as follows: \$40,480 from Account 600.19.7710.65060, with a FY18 budget of \$1,050,000, and \$40,480 from Account 601.19.7780.65550, with a FY18 budget of \$1,522,977.

For Action

(A3.4) Criminal History Applicant Eligibility Policy

Staff submits for City Council the City of Evanston Criminal History Applicant Eligibility Policy to accept and place on file. Pursuant to Alderman Fleming's request, City staff met with Alderman Fleming and interested community members to review current hiring policies related to prospective applicants with criminal records and to update the policy in conformance with best practices.

For Action: Accept and Place on File

(A3.5) Utility Bill Reimbursement Policy

Staff recommends City Council accept and place on file the proposed Reimbursement and Payment Policy. Staff modeled the proposed policy based on Illinois Administrative Code which establishes that all complaints for the recovery of damages shall be filed within a maximum two (2) year time limit from the time that the produce, commodity or services as to which the complaint is made was furnished or performed.

For Action: Accept and Place on File

(A3.6) One Year Contract Extension with G & L Contractors for 2018 Debris Hauling

Staff recommends that City Council authorize the City Manager to execute a one year contract extension for debris hauling with G & L Contractors (7401 N St. Louis Ave Skokie, IL) in the amount of \$81,000.00. This contract award is part of a bid let by the Municipal Partnering Initiative (MPI). Funding will be as follows: \$38,000 budgeted from the Water Fund (Account 510.40.4540.62415), \$38,000 budgeted from the Sewer Fund (Account 515.40.4530.62415), and \$5,000 budgeted from the General Fund (Account 100.40.4510.62415).

For Action

(A3.7) One Year Contract Extension for the Purchase of Granular Materials from G & L Contractors

Staff recommends that City Council authorize the City Manager to execute a one-year contract extension for the purchase of Granular Materials with G & L Contractors (7401 N. St. Louis Ave, Skokie, IL) in the amount of \$37,000. This contract award is part of a bid let by the Municipal Partnering Initiative (MPI). Purchase of materials under this contract will be funded as follows: \$21,000 from the Water Fund, Account 510.40.4540.65055, with a budget of \$150,000; and \$16,000 from the Sewer Fund, Account 515.40.4530.65055, with a budget of \$43,000.

For Action

(A3.8) Contract with Monson Nicholas Inc. for Service Center Parking Deck Restoration

Staff recommends City Council authorize the City Manager to execute a contract for Service Center Parking Deck Restoration (Bid 18-02) with Monson Nicholas Inc. (714 North Yale Avenue, Villa Park, IL) in the amount of \$526,074.00. Funding will be provided from the Capital Improvement Program (CIP) 2018 General Obligation Bonds: \$500,000 from Account 415.40.4118.65515-617023 with FY18 budget of \$500,000, and \$26,074 from Account 415.40.4118.65515-617023 with FY18 budget of \$30,000.

For Action

(A3.9) Contract with Sumit Construction Company, Inc. for Lovelace Park Pond Rehabilitation

Staff recommends the City Council authorize the City Manager to execute a contract for the Lovelace Park Pond Rehabilitation (Bid 18-06) with Sumit Construction Company, Inc. (4150 West Wrightwood Avenue, Chicago, IL) in the amount of \$107,000.00. Funding will be provided from the Capital Improvement Program 2016 General Obligation Bonds in the amount of \$100,000 (Account 415.40.4116.65515-518004) with a budget of \$100,000, and from the 2018 General Obligation Bonds in the amount of \$7,000 (Account 415.40.4118.65515-518004) with a budget of \$15,000.

For Action

(A3.10) Lovelace Tennis Court Rehabilitation

Staff recommends the City Council authorize the City Manager to proceed with the Lovelace Tennis Court Rehabilitation for construction in 2018. While not budgeted in 2018, funding for this proposed project will be provided from the Capital Improvement Program (CIP) 2018 General Obligation (G.O.) Bonds - Facilities Contingency with a 2018 budgeted amount of \$450,000.

For Action

(A3.11) Sole Source Contract with Designs 4 Dignity for Interior Design Services for the Fleetwood-Jourdain Community Center

Staff recommends that City Council authorize the City Manager to execute a sole source contract to provide interior design services for the Fleetwood-Jourdain Community Center with Designs 4 Dignity (445 N. Wells, Suite 402, Chicago, IL 60654) in the amount of \$35,000.00. Funding for this project will be provided from the Good Neighbor Fund (Account 415.40.4218.62145 – 618008), which has an FY 2018 budget allocation of \$325,000.00 for this project.

For Action

(A3.12) Contract with Bulley & Andrews for Construction Management Services for the Robert Crown Community Center, Ice Complex and Library

Staff recommends that City Council authorize the City Manager to execute a contract to provide construction management services for the Robert Crown Community Center, Ice Complex and Library (RFP 17-57) with Bulley & Andrews (1755 W. Armitage Avenue, Chicago, IL 60622). The initial contract recommendation is for pre-construction services only in the amount of \$41,510.00. A recommendation for construction services will occur upon successful completion of the pre-construction phase, completion of the project's design documentation and negotiation of the construction price. Funding for this project will be provided from Capital Improvement Program (CIP) 2018 General Obligation Bonds (Account 415.40.4118.65515 – 616017).

For Action

(A4) Ordinance 34-O-18, Authorizing the City to Borrow Funds from the Illinois Environmental Protection Agency Public Water Supply Loan Program

Staff recommends City Council adopt Ordinance 34-O-18 authorizing the City to borrow funds from the Illinois Environmental Protection Agency (IEPA) Public Water Supply Loan Program for the construction of the Clearwell 9 Replacement Project. This ordinance authorizes the City to borrow up to \$25,000,000. The debt service will be paid from the Water Fund.

For Introduction

(A5) Ordinance 11-O-18, Amending City Code Title 1, Chapter 11 to Update Operational Functions with the Finance Division

City staff recommends City Council adoption of Ordinance 11-O-18 which amends Title 1, Chapter 8 of the City Code to reflect current City operations with respect to the Finance Division.

For Introduction

(A6) Ordinance 32-O-18, Decreasing the Number of Class D Liquor Licenses for Kabul House located at 2424 Dempster Street

Staff recommends City Council adoption of Ordinance 32-O-18, amending City Code Subsection 3-4-6-(D) to decrease the number of authorized Class D liquor licenses from fifty-one (51) to fifty (50). Kabul House located at 2424 Dempster Street is not renewing its liquor license. *Staff recommends suspension of the rules for Introduction and Action at the February 12, 2018 City Council meeting.*
For Introduction and Action

(A7) Ordinance 31-O-18, Amending City Code Section 3-4-6 By Creating the New Class X Liquor License

Local Liquor Commissioner recommends City Council to adopt Ordinance 31-O-18, amending City Code Section 3-4-6 by creating the new Class X Liquor License. Ordinance 31-O-18 was prepared to allow arts and crafts studios the sale of beer and wine for on-site consumption.

For Introduction

(A8) Ordinance 33-O-18, Amending City Code Section 3-4-6 By Creating the New Class F-2 Liquor License

Local Liquor Commissioner and staff recommend City Council adopt Ordinance 33-O-18, amending City Code Section 3-4-6 creating the new Class F-2 Liquor License for a retail liquor dealer/gourmet food and amenity store.

For Introduction

(A9) Ordinance 20-O-18, Amending City Code to Allow for One-Way Traffic Flow During Willard School Drop-Off and Pick-Up Hours on Hurd Street and Central Park Avenue

Staff recommends City Council adoption of Ordinance 20-O-18, amending City Code Section 10-11-4, Schedule IV (A) to establish one-way south traffic on Hurd Street between Isabella Street and Park Place, and one-way north traffic on Central Park Avenue between Park Place and Isabella Street adjacent to Willard Elementary School during drop-off and pick-up hours. Funding for signage will be through the General Fund-Traffic Control Supplies (Account 100.40.4520.65115), with a FY 2018 budget of \$58,000.

For Action

(A10) Ordinance 10-O-18, Amending City Code to Include Civil Restitution

City staff recommends City Council adoption of Ordinance 10-O-18 to amend City Code Subsection 1-4-1, "General Penalties," to include civil restitution by order of Court. This ordinance adds civil restitution to the penalties available for City Code violations, and allows a Court to order restitution beyond the maximum fine amount. Civil restitution may only be ordered by a Court after a finding of guilt or a guilty plea by a defendant.

For Action

(A11) Ordinance 26-O-18, Amending City Code Section 3-4-6(F) to Increase the Number of Class F Liquor Licenses for the Target Store located at 1616 Sherman Avenue

Local Liquor Commissioner provides a recommendation to City Council regarding the adoption of Ordinance 26-O-18, amending City Code Subsection 3-4-6-(F) to increase the number of authorized Class F liquor licenses from nine (9) to ten (10), and permit issuance of a Class F license to Target Corporation dba Target Store T3283 located at 1616 Sherman Avenue.

For Action

PLANNING & DEVELOPMENT COMMITTEE

(P1) Vacation Rental License for 1827 Dobson Street

City staff recommends approval of a Vacation Rental License for the property located at 1827 Dobson Street. The Vacation Rental meets all of the Standards and Procedures for license approval.

For Action

(P2) Vacation Rental License for 710 Madison Street

City staff recommends approval of a Vacation Rental License for the property located at 710 Madison Street. The Vacation Rental meets all of the Standards and Procedures for license approval.

For Action

(P3) Ordinance 21-O-18, Special Use Permit for a Special Educational Institution – Public in the I2 General Industrial Zoning District

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 21-O-18 granting special use approval for a Special Educational Institution-Public in the I2 General Industrial Zoning District in order to operate a high-school for students with behavioral and emotional needs. The applicant has complied with all zoning requirements and meets all of the standards for a special use for this district.

For Action

(VII) 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)}

(VIII) Executive Session

(IX) Adjournment

MEETINGS SCHEDULED THROUGH MARCH 15, 2018

Upcoming Aldermanic Committee Meetings

2/28/2018	7:00 PM	Economic Development Committee
2/28/2018	7:00 PM	Housing & Homelessness Commission (rescheduled from 3/1)
3/5/2018	6:00 PM	Human Services
3/12/2018	6:00 PM	Administration & Public Works, Planning & Development, City Council

Information is available about Evanston City Council meetings at: www.cityofevanston.org/citycouncil. Questions can be directed to the City Manager's Office at 847-866-2936. The City is committed to ensuring accessibility for all citizens. If an accommodation is needed to participate in this meeting, please contact the City Manager's Office 48 hours in advance so that arrangements can be made for the accommodation if possible.



City of Evanston

CITY COUNCIL REGULAR MEETING

CITY OF EVANSTON, ILLINOIS
LORRAINE H. MORTON CIVIC CENTER
JAMES C. LYTTLE COUNCIL CHAMBERS
Monday, January 22nd, 2018

Present:

Alderman Fiske

Alderman Revelle

Alderman Braithwaite

Alderman Rainey

Alderman Wynne

Alderman Fleming

Alderman Wilson

Alderman Suffredin

Alderman Rue Simmons

(9)

Absent:

Presiding:

Mayor Stephen Hagerty

Mayor's Public Announcements

Mayor Hagerty congratulated Y.O.U. and City staff at Fleetwood-Jourdain and the kids at King Lab for putting up celebration in honor of Martin Luther King Day. Also thanked Faith Temple and their community for putting on a celebrating on Friday the 19th for our Police and Firefighters in the community for their hard work. Additionally, he thanked Adam Howard and Mario Miller for their work involving the Officer and Gentlemen Academy. [Watch](#)

City Manager's Public Announcements

City Manager Wally Bobkiewicz introduced new City staff member Moran Hernandez. Also congratulated Erika Storlie as the new Assistant City Manager. [Watch](#)

City Clerk's Communications

City Clerk had no Announcements [Watch](#)

Public Comment

Marlon Millner	Expressed his concerns of not being able to obtain information regarding the funding and land development approval for Roycemore school. Watch
Jackie Prince	Informed City Council about certain parking meters in the city not working properly and certain vehicles occupying those spaces. Watch
James Angelman	Asked City Council to reject the proposed Rubies restaurant at 1723 Simpson St. because the owner fail to speak about making the place a safe zone for children and having social workers in the restaurants. He would like a bicycle rack to be installed in the front or side of the restaurant to prevent the blocking of the sidewalk from the bikes used by kids. Watch

Consent Agenda

(M1) Approval of Minutes of the Regular City Council Meeting of January 8, 2018.

Motion: Ald.
Rainey

[Watch](#)

For Action

Approved on Consent Agenda.

(A1) Payroll – December 25, 2017 through January 07, 2018
\$ 2,948,470.31

(A2) Bills List – January 23, 2018 FY: 2017 \$ 2,084,030.72
FY: 2018 \$ 616,587.34

For Action

Approved on Consent Agenda.

(A3.1) Contract for Asbestos Abatement at 721-723 Howard Street with Cove Remediation, LLC

City Council authorized the City Manager to execute a contract for the Asbestos Abatement at 721-723 Howard Street (Bid 18-05) with Cove Remediation, LLC (5316 W. 12th Street, Alsip, IL), in the amount of \$38,000. Funding will be provided from the Howard Ridge TIF (Account 415.40.4218.65515-617016), which has \$1,730,000 budgeted for the Howard Street Theatre Improvement project.

For Action

Approved on Consent Agenda

(A3.2) Change Order No. 1 to the Architectural/Engineering Services for the Gibbs Morrison Site Improvement Project with Teska Associates, Inc.

City Council authorized the City Manager to execute Change Order No. 1 with Teska Associates, Inc. (627 Grove Street, Evanston, Illinois) for Architectural/Engineering Services for the Gibbs Morrison Site Improvement Project (RFP 16-04) in the amount of \$3,640.00. This change order increases the contract amount from \$77,641.00 to \$81,281.00 and extends the contract deadline by 457 days, from June 30, 2017 to September 30, 2018. Funding for this change order is from the Capital Improvement Fund 2017 General Obligation Bonds, which has remaining balance of \$49,505 budgeted for this project.

For Action

Approved on Consent Agenda

(A3.3) Change Order No. 1 to the Engineering Services Contract for the Fountain Square Renovation Project with Christopher B. Burke Engineering, Ltd.

[Watch](#)

City Council authorized the City Manager to approve Change Order No. 1 to the existing engineering services contract for the Fountain Square Renovation Project (RFP 15-68) with Christopher B. Burke Engineering, Ltd (9575 W. Higgins Road, Suite 600, Rosemont, IL 60018), in the amount of \$197,906.79. This will modify the existing agreement amount from \$747,531.89 to \$945,438.68 and extend the contract deadline from June 30, 2018 to September 30, 2018. Funding is available from the Washington National TIF. Additional details can be found in the corresponding transmittal memorandum.

For Action

Passed 8-1

Alderman Suffredin voted “No”

(A3.4) Renewal of Single Source Service Agreement with Motorola, Inc. for the 911 Center

City Council authorized the City Manager to approve the renewal of the annual single source Service Agreement with Motorola, Inc. (1309 East Algonquin Road., Schaumburg, IL 60196) for the amount of \$84,740.56. The Agreement is effective from January 1, 2018 through December 31, 2018. Funding will be provided by the Emergency Telephone System account 205.22.5150.62509 (Service Agreements & Contracts) with a Budget of \$87,000.00.

For Action

Approved on Consent Agenda

(A3.5) Twelve Month Divvy Contract Extension with Motivate International Inc.

[Watch](#)

City Council authorized the City Manager to execute a 12 month extension with Motivate International Inc. (“Motivate”) to continue to operate the Divvy bicycle sharing system in Evanston. This is a partial extension of one of two 5 year extensions contemplated in the Operator Agreement between the City and Motivate (attached to this memorandum). The 12 month extension will provide additional time for Motivate and the City to build Evanston-based ridership, complete potential station relocations, and better support this mode of transportation. The adopted FY2018 budget included \$304,000 for Divvy (Account: 505.19.7005.62603).

For Action

Passed 7-2

Ald. Braithwaite and Ald. Fleming voted “No”

(A3.6) Use of Local Employment Program Penalty Fees – Evanston Firefighter Application Fees

City Council approved spending Local Employment Program penalties for workforce development by financing the application and Candidate Physical Ability Test fees for local Evanston firefighter applicants.

For Action

Approved on Consent Agenda

(A4) Resolution 3-R-18, Authorizing Payments Relating to the FY 2018 Capital Improvement Plan Projects be Reimbursed by the Subsequent 2018 General Obligation Bond Issuance

City Council adopted Resolution 3-R-18, authorizing payments relating to FY 2018 Capital Improvement Plan project expenditures up to \$20,777,000 be reimbursed by the subsequent 2018 General Obligation bond issuance.

For Action

Approved on Consent Agenda

(A5) Resolution 5-R-18, Agreement with the Cook County Assessor’s Office for Access to a Geographic Information System

City Council adopted Resolution 5-R-18, authorizing the City Manager to sign an agreement with the Cook County Assessor’s Office (Assessor) for access to Geographic Information System (GIS) data. Information Technology receives an annual update of the Assessor’s database which is used to augment the City’s GIS database.

For Action

Approved on Consent Agenda

(A6) Resolution 4-R-18, Approval and Execution of the First Addendum to the Water Supply Agreement with Morton Grove-Niles Water Commission

City Council adopted Resolution 4-R-18, authorizing the approval and execution of the first addendum to the water supply agreement between the City of Evanston and the Morton Grove-Niles Water Commission. The addendum memorializes the relevant changes in status/contract assignment, and confirms that the water commission assumes the same

contractual obligations owed to the City under the 2017 water supply agreement.

For Action

Approved on Consent Agenda

(A7) Ordinance 6-O-18, Real Estate Contract for the Sale of Certain City-Owned Real Property at 623-627 ½ Howard Street to Little Piggy, LLC

City Council adopted Ordinance 6-O-18, authorizing the City Manager to enter into a real estate contract for the sale of certain City-owned real property located at 623-627½ Howard Street to Little Piggy, LLC. A two-thirds majority of City Council is required to adopt Ordinance 6-O-18.

For Introduction and Action

Approved on Consent Agenda

(A8) Ordinance 8-O-18, Amending City Code Section 10-11-16(B) “Designation of Truck Routes and Bike Routes”

City Council adopted Ordinance 8-O-18, which would amend Section 10-11-16, Schedule XVI (B) 1 and (B) 2 of the City Code to amend designated bike routes on Chicago Avenue, Sheridan Road, Sheridan Place, Euclid Place, Ingleside Place, Central Street, Church Street and Davis Street. The ordinance would amend the title of Schedule XVI (B) 1 and (B) 2 to correct an error. Funding for additional signage and markings were included as part of the related CIP projects.

For Action

Approved on Consent Agenda

(A9) Ordinance 1-O-18, Amending City Code Section 4-4-2, “Amendments,” Requiring Fire Protection Systems Testing Records on an Annual Basis

City Council adopted Ordinance 1-O-18, amending City Code Section 4-4-2, “Amendments,” requiring fire protection systems testing records on an annual basis.

For Action

Approved on Consent Agenda

(P1) Vacation Rental License for 710 Madison Street

Motion: Ald.
Wynne

[Watch](#)

City staff recommends City Council approval of a Vacation Rental License for the property located at 710 Madison Street. The Vacation Rental meets

all of the Standards and Procedures for license approval.

For Action

Item held in committee until February 26, 2018

(P2) Ordinance 7-O-18, Granting a Special Use for a Type 2 Restaurant, Colectivo Coffee, at 716 Church Street

City Council adopted Ordinance 7-O-18 granting special use approval for a Type 2 Restaurant, Colectivo Coffee, at 716 Church Street in the D3 Downtown Core Development District. The applicant has complied with all zoning requirements and meets all of the standards for a special use for this district.

For Introduction and Action

Approved on Consent Agenda

(P3) Ordinance 13-O-18, Granting a Special Use for the Expansion of a Religious Institution and Major Zoning Relief for a Third Story Addition at 2014 Orrington Avenue

City Council adopted Ordinance 13-O-18 granting special use approval for the expansion of a Religious Institution, Lubavitch Chabad of Evanston, and major zoning relief for a third story addition, in the R1 Single Family Residential District. The applicant has complied with all zoning requirements and meets all of the standards for special use and major variations for this district.

For Introduction

Approved on Consent Agenda

(P4) Ordinance 14-O-18, Granting a Special Use for a Type 2 Restaurant, Rubie's, at 1723 Simpson Street

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 14-O-18 granting special use approval for a Type 2 Restaurant, Rubie's, at 1723 Simpson Street in the B1 Business District. This recommendation is conditional on the replacement of the building's glass block windows with unobstructed transparent glass and removal of iron bars on windows and doors. The applicant has complied with all zoning requirements and meets all of the standards for a special use in this district.

For Introduction

Item held in committee until February 12, 2018

(P5) Ordinance 5-O-18, Granting Special Use Permit for a Planned

Development Located at 601 Davis Street

The Plan Commission and staff recommend denial of Ordinance 5-O-18 for approval of the Planned Development to construct a 33-story, 318-unit residential building with 7,481 square feet of ground floor commercial space (including a drive through for a financial institution, Chase Bank) and 176 on-site parking spaces. The applicant is requesting 8 site development allowances. The proposed development exceeds the maximum site development allowances for building height and FAR, therefore, a super-majority (two-thirds) vote by the City Council is required for approval. On January 8, 2018 Ordinance 5-O-18 was continued until January 22, 2018 for Introduction.

For Introduction

Item failed in Committee

(APP1) For Appointment:

Plan Commission

George Halik

For Action

Approved on Consent Agenda

(APP2) For Re-Appointment:

M/W/EBE Development Committee
Public Safety Civil Service Commission

Joshua Gutstein
Mary Erickson

For Action

Approved on Consent Agenda

Call of the Wards

Ward 1:	No Report	Watch
Ward 2:	No Report	Watch
Ward 3:	3rd Ward meeting on January 25th at Lincoln school from 7-8:30 pm	Watch
Ward 4:	No Report	Watch

Ward 5:	Congratulated Pastor and Lady Monte-Dillard of First Church of God Christian Life Center for 7 years of service in ministry. Also thanked Daniel Featherson for producing the Westy Award and congratulated the winners including Derick Brown, Bridget Giles, Althea Brown, Lony Wilson, Don Mitchell and Jennifer Ethan.	Watch
Ward 6:	No Report	Watch
Ward 7:	No Report	Watch
Ward 8:	Thanked St. Francis Hospital for their Martin Luther King celebration. Thanked everyone who came to the last community meeting. Announced they had 4 new building owners and 6 new business owners in the 8th Ward. Thanked City Council for approving the sale of Peckish Pig.	Watch
Ward 9:	Made a referral to staff to provide a report on Open Communities. The report should include the amount of people they served the previous year, including the number and referral made for those clients. Made a second referral for the Hearing Officers for the activity of the previous year, including the hours they worked, the number of cases they had and the amount the City paid them.	Watch

Adjournment

Mayor Hagerty called a voice vote to adjourn the City Council meeting, and by unanimous vote the meeting was adjourned.



City of Evanston

CITY COUNCIL REGULAR MEETING

CITY OF EVANSTON, ILLINOIS
LORRAINE H. MORTON CIVIC CENTER
JAMES C. LYTTLE COUNCIL CHAMBERS
Monday, January 29th, 2018

Present:

Alderman Fiske

Alderman Revelle

Alderman Braithwaite

Alderman Rainey

Alderman Wynne

Alderman Fleming

Alderman Wilson

Alderman Suffredin

Alderman Rue Simmons

(9)

Absent:

Presiding:

Mayor Stephen Hagerty

Mayor's Public Announcements

Mayor Hagerty proclaimed January 29, 2018 as Blake Peter's Day in the City of Evanston in recognition of Blake Peter for his buzzer-beating game winning shot against Maine South High School Hawks basketball team and delivering a victory for ETHS basketball team.

[Watch](#)

City Manager's Public Announcements

City Manager Wally Bobkiewicz invited Tim Rose, Director of the Fleetwood-Jourdain Theater to talk about events happening in February for Black History month in the City of Evanston. Manager Bobkiewicz also announced the placement of "All People Are Welcome" signs across all City facilities in various languages.

[Watch](#)

City Clerk's Communications

City Clerk announced the availability of Mail Ballot Applications located in the City Clerk's Office. Citizens can deliver the forms to the Clerk's Office or mail them to the Cook County Clerk's office before March 15th. Early voting starts March 5th-19th in the Civic Center in Room G300. The City Clerk encouraged residents to step into the office and volunteer on Monday, Wednesday and some Saturdays to encourage people to participate in the election.

[Watch](#)

Public Comment

Len Larkin	Asked City Council to consider a resolution to give the city control over rent control.	Watch
Doug Sharp	Presented City Council with a proposal for affordable housing.	Watch
Michael Deneroff	Northwestern Student Government member who spoke about the unaffordability of housing for students living in Evanston.	Watch
Jillian Gilburne	Northwestern Student Government member who share scenarios of what is happening to students looking for a place to live.	Watch
Meilynn Shi	Northwestern student who proposed the City of Evanston change the occupancy limit in rental units.	Watch

Peter Dalton	Spoke about the inclusionary housing ordinance.	Watch
Bessie Simmons	Shared her story about how affordable housing is important to her and others in the community.	Watch
Sue Loellbach	Sue works for Connections for the Homeless and was at the City Council meeting representing Joining Forces for Affordable Housing. She encouraged that the City of Evanston put a plan that identifies what we can do but also strategies to obtaining resources for affordable housing	Watch
Tina Paden	Wants the City to provide assistance to landlords who provide affordable housing to residents.	Watch
Carlis Sutton	Addressed his concerns about Pilot Landlord Rehabilitation Assistance Program and Evanston Rental Program to Address Affordable Housing Needs	Watch
Sarah Vanderwicken	Suggested that data collected on affordable housing be used to better distribute affordable housing units in the community	Watch
Betty Ester	Invited City Council members, staff and the public to attend a presentation on civilian police oversight. It will be held on February 8th at 7 p.m. at Family Focus.	Watch
Doreen Price	Asked City Council to appropriate funds to assist senior citizens in Evanston to rebuild their homes so they can rent out the units	Watch
Prisila Giles	Wanted the City to find better solutions to fit the housing needs of those in low and fix incomes.	Watch

Special Order of Business

(SP1) Affordable Housing Work Plan

[Watch](#)

Staff will update and present City Council with activities undertaken since January 1, 2018 related to affordable housing. Tasks were referred to committees during City Council's discussion of the Affordable Housing White Paper on October 30, 2017.

For Action: Accept and Place on File

Approved

(SP2) Zoning Change to Allow Rental of Accessory Dwelling Units to Non-Family Members

[Watch](#)

City Council made a referral to the Plan Commission to change zoning to allow rental of existing accessory dwelling units to individuals who are not members of the family living in the primary dwelling unit.

For Action: Refer to Plan Commission
Item referred to Plan Commission for zoning changes without affordability restrictions on ADUs

Passed 9-0

(SP3) Pilot Landlord Rehabilitation Assistance Program

Motion: Ald.
Wilson

[Watch](#)

Staff requests consideration of the Pilot Landlord Rehabilitation Assistance Program to support improvements and repairs for rental units that are committed to be rented to households earning 60% of AMI. Staff recommends allocation of \$200,000 for the 2018 fiscal year. At its meeting on January 8, 2018, the Administrative and Public Works Committee directed staff to develop a pilot rehabilitation assistance program for local landlords who currently provide rental units at affordable rates but need funds to improve their properties. Funding would be from the City's Affordable Housing Fund, 250.21.5465.65535. The Affordable Housing Fund has a current uncommitted cash balance of approximately \$800,000.

For Action
Direction provided to staff for revisions; item referred to February 26th Administration & Public Works committee

(SP4) Rooming Houses Research

[Watch](#)

At its meeting on January 8, 2018, the Planning and Development Committee requested a white paper on rooming houses. Staff seeks direction on next steps.

For Discussion
Direction provided to staff Item referred to April 9th Planning and Development Committee

(SP5) Steps Toward Homeownership: First-Time Homebuyer Programs, Mortgage Products and Other Strategies to Expand Homeownership for Moderate and Middle Income Households

[Watch](#)

Staff is providing information requested by the City Council at the October 30, 2017 City Council and January 8, 2018 Administration and Public Works meetings about homeownership assistance programs that are currently available. Staff has prepared a memorandum that reviews

mortgage products that combine acquisition and rehab of homes and first time homebuyers programs, and City of Evanston homeownership programs provided in past years. Staff also includes potential new strategies to expand homeownership for moderate and middle income households for consideration by City Council.

For Discussion

Item referred to February 26th Administration & Public Works Committee

(SP6) Evanston Rental Program to Address Affordable Housing Needs

At its meeting on October 30, 2017, City Council referred the Evanston Rental Program proposed by Alderman Rainey to the Administration and Public Works Committee. Staff provided a memo for discussion on January 17, 2018. Alderman Rainey stressed the importance of rental assistance as a strategy in the City's Affordable Housing Plan, but that implementation of the program should be held until the City receives additional funding from developer contributions. At the January 22, 2018 Planning and Development Committee meeting, Alderman Revelle asked that work with McKinney-Vento families, who are homeless and have school age children, be included in the Affordable Housing Work Plan. Staff seeks direction on next steps for this program. Initial funding of \$1,200,000 would be from developer contributions to the Affordable Housing Fund, 250.21.5465.65535. Subsequent funding could be from the AHF or other sources to be identified.

For Discussion

Item held until April 30th IHO subcommittee addresses issue of funding for AHF

Call of the Wards

Ward 1: Thanked the Police and Firefighters who responded to an incident at the Sherman Plaza parking garage. Made a reference to A&PW for security fence at Sherman Ave. parking garage. Reminded 1st Ward residents that there will be a possibility of funding the Northlight Farpoint project on Wednesday January 31st at the Economic Development meeting.

[Watch](#)

Ward 2:	No Report	Watch
Ward 3:	On February 1st Ald. Wynne will have her office hours from 7-10 a.m. at Brothers K	Watch
Ward 4:	No Report	Watch
Ward 5:	Made referral to the Economic Development department for a white paper on how code base helps or hinders development.	Watch
Ward 6:	No Report	Watch
Ward 7:	No Report	Watch
Ward 8:	No Report	Watch
Ward 9:	Sent her condolences to the family of a 9th Ward resident who lost his life in a fire, as well as the firefighters who assisted from Evanston as well as Niles, Wilmett and Morton Grove.	Watch

Adjournment

Mayor Hagerty called a voice vote to adjourn the City Council meeting, and by unanimous vote the meeting was adjourned. Ald. Wilson led City Council into Executive Session. A roll call vote was taken and by a unanimous vote (9-0) City Council recessed into Executive Session.



City of
Evanston

CITY COUNCIL REGULAR MEETING

**CITY OF EVANSTON, ILLINOIS
LORRAINE H. MORTON CIVIC CENTER
JAMES C. LYTTLE COUNCIL CHAMBERS
Monday, February 12th, 2018**

Present:

Alderman Fiske

Alderman Revelle

Alderman Braithwaite

Alderman Rainey

Alderman Wynne

Alderman Fleming

Alderman Wilson

Alderman Suffredin

Alderman Rue Simmons

(9)

Absent:

Presiding:

Mayor Stephen Hagerty

Mayor's Public Announcements

Mayor Hagerty announced the passing of Kyle Peach, age 25, son of Dick and Shelly Peach. The Mayor also announced the passing of ETHS graduate Yakez Semark, age 20. A moment of silence was held on behalf of the two individuals and their families. The Mayor thanked the Public Works department and Dave Stoneback on their efforts of removing the snow from the recent snow storm. The Mayor invited Lawrence Hemingway, Director of Parks, Recreation and Community Services and Luke Stowe, Chief Information Officer to talk about Camp registration and its execution.

[Watch](#)

City Manager's Public Announcements

City Manager Wally Bobkiewicz had no Announcements

[Watch](#)

City Clerk's Communications

City Clerk had no Announcements

[Watch](#)

Public Comment

Virginia Beaty	Talked about increasing the economic footprint in Evanston	Watch
Mike Vasilko	Mike Vasilko shared his comments with City Council via Email. To view the document click here. Furthermore, he talked about placing Agenda item "A3 Contract with Structures Construction LLC for Construction Services for the Howard Street Theatre" until the next City Council meeting.	Watch
Junad Rizki	Asked City Council to replace City Manager Wally Bobkiewicz for various reasons. Wanted competent people hired to oversee capital projects in the city.	Watch
Ray Friedman	Talked about affordable housing crisis in Evanston. Also spoke on behalf of the 1300 Pitner Block Club in regards to the proposed 1305 Pitner/2250 Dempster project by the HOW Organization.	Watch
Darlene Cannon	1300 Block Pitner Club member who inquired as to why their appeal and amended appeal had not been brought to City Council to review and discuss. Also voiced her concern about the off campus school in	Watch

her neighborhood.

Doreen Price	Commended various City Council members for their work in previous committee meetings. Suggested City Council allow public discussion at the end of a Council meeting to provide better feedback that will help deliberation on agenda items.	Watch
Omar Ansari	Spoke about his concerns about the HOW project and how no single ward should be given financial prosperity over another one.	Watch
Betty Ester	Asked that the decision involving the proposed Rubies restaurant at 1723 Simpson St. be overturned and reminded City Council of their obligation to extent unbiased consideration to projects being proposed, based solely on what is written in the statute.	Watch
Madelyn Ducre	Talked about previous actions in the Human Services and Board of Ethics meetings. She also talked about city staff.	Watch

Special Order of Business

(SP1) Water Fund Update

[Watch](#)

Staff will present and provide an update on the status of Wholesale Water Customers, projects being funded by the Water Fund and the drinking water lead reduction initiative.

For Action

Presentation

Consent Agenda

(M1) Approval of Minutes of the Regular City Council Meeting of January 22, 2018 and January 29, 2018.

[Watch](#)

For Action

Held until next City Council

(A1) Payroll – January 8, 2018 through January 21, 2018 \$ 3,193,912.48 Ald. Rainey

[Watch](#)

(A2.1) FY 2017 Bills List – February 13, 2018 \$ 3,359,819.15

FY 2018 Bills List – February 13, 2018 \$ 2,973,670.58

Credit Card Activity (not including Amazon purchases), Period ending
December 31, 2017 -

Bank of America \$ 159,115.23

BMO (Beta testing with New Purchasing cards) \$ 2,394.26

For Action

Approved on Consent Agenda

(A2.2) Amazon Credit Card Activity
Period Ending December 31, 2017 \$ 10,571.30

[Watch](#)

For Action

Passed 8-0

Ald. Suffredin abstained

(A3.1) Fuel Purchases for Six Months from Gas Depot Oil Company

City Council approved fuel purchases for the first six (6) months of Fiscal Year 2018 in the amount of \$450,000.00 from Gas Depot Oil Company (8930 N. Waukegan Road, Suite 230, Morton Grove, IL 60053). The Gas Depot Oil Company is the current Northwest Municipal Conference Bid winner through July 5, 2018 for all grades and types of fuels that are utilized by city vehicles. Funding for this purchase will be from the Major Maintenance, Materials to Maintain Autos Fund (Account 600.19.7710.65035), with a FY18 budget of \$1,100,000. Present fuel prices are \$2.11/gallon for 87 octane gasoline and \$2.40/gallon for bio-diesel.

For Action

Approved on Consent Agenda

(A3.2) 2018 New Tire Purchases from Wentworth Tire Service

City Council approved tire purchases for the twelve (12) months in Fiscal Year 2018 in the amount of \$75,000.00 from Wentworth Tire Service (300 North York Road, Bensenville, IL). Wentworth Tire Service is an authorized distributor of tires within the Illinois State Contract # 7129. Funding is provided from Fleet Services/Tires and Tubes (Account 600.26.7710.65065), with a FY18 budget of \$100,000. \$75,000.00 is requested for the purchasing of new tires, and the remaining \$25,000.00 of the tire budget is for tire repair services (tire mounting, tire dis-mounting, road repairs, and service calls for the same time period) as a separate contract.

For Action

Approved on Consent Agenda

(A3.3) One-Year Renewal for Tire Repair Services with Wentworth Tire Service

City Council approved the City Manager to authorize a one (1) year renewal for tire repair and recap services in the amount of \$24,672 with Wentworth Tire Service (300 North York Road, Bensenville, IL). This will be the second (2nd) and final renewal on this contract from January 1, 2018 through December 31, 2018. Funding is provided from Fleet Services/Tires and Tubes (Account 600.26.7710.65065), with a FY18 budget of \$100,000.

For Action

Approved on Consent Agenda

(A3.4) One-Year Contract Renewal for Testing, Repair & Certification of Fire Apparatus and Aerial Devices

City Council approved a one year contract extension (RFP 15-30) to Global Emergency Products (1401 N. Farnsworth Avenue, Aurora, IL 60505) in the amount of \$72,300.00, to provide the required annual inspections and repairs for heavy fire apparatus vehicles assigned to Evanston Fire Department. This will be the third and final renewal. There is no cost increase from the last renewal. Funding will be from Account 600.19.7710.65060 with a FY18 Budget of \$1,050,000.

For Action

Approved on Consent Agenda

(A3.5) Contract with Structures Construction LLC for Construction Services for the Howard Street Theatre

[Watch](#)

City Council authorized the City Manager to execute a contract to provide construction services for the Howard Street Theatre with Structures Construction LLC (2300 W. Diversey Avenue, Chicago, IL 60647) in the amount of \$1,385,469.00. Funding for this project will be provided from Capital Improvement Program (CIP) Howard-Ridge TIF funds (Account 415.40.4218.65515 – 617016), which has an FY 2018 budget allocation of \$1,756,058.00. The Howard Ridge TIF will issue debt and will pay the debt service costs for the architectural and construction costs for this project.

For Action

Passed 7-2

Ald. Suffrending and Ald. Fleming voted “No”

(A3.6) Contract with Carollo Engineers, Inc. for West Plant Filter Study

City Council authorized the City Manager to execute a contract for the West Filter Plant Study (RFP 17-58) with Carollo Engineers, Inc. (8600 W. Bryn Mawr Avenue, Suite 900N, Chicago, IL 60631) in the amount of \$126,033.00. Funding for the study will be provided from the Water Fund (Account 510.40.4200.62180). This project was budgeted at \$150,000.00 in FY 2018.

For Action

Approved on Consent Agenda

(A3.7) One-Year Renewal Agreement with Harris Computer Systems for NorthStar Utility Billing Software

City Council authorized the City Manager to execute a renewal of the annual sole source maintenance and support agreement for the term March 1, 2018 through February 28, 2019 with Harris Computer Systems (1 Antares Drive, Suite 400, Ottawa, Ontario) for Harris NorthStar Utility Billing software, in the amount of \$41,289.90. Funding for this purchase will be from Account 510.40.4225.62340 which has an allocation of \$45,000.00. This account has a YTD balance of \$183,200.00.

For Action

Approved on Consent Agenda

(A3.8) Contract with ADS Environmental Services for 2018 Sewer Flow Monitoring

City Council authorized the City Manager to execute a contract for the 2018 Sewer Flow Monitoring (Bid No. 18-03) with ADS Environmental Services (340 The Bridge Street, Suite 204, Huntsville, AL 35806) in the amount of \$38,000.00. Funding for this project is from the Sewer Fund, Account 515.40.4531.62180, which has an FY 2018 budget of \$75,000.00.

For Action

Approved on Consent Agenda

(A3.9) Five-Year Contract with Great Lakes Recycling, Inc. d/b/a Simple Recycling for Collection of Soft Recyclables

[Watch](#)

Staff recommends that City Council authorize the City Manager to execute a five-year contract for residential soft recycling services with Great Lakes Recycling, Inc. d/b/a Simple Recycling (5425 Naiman Parkway, Solon, OH). The proposal would allow residents of single family homes or buildings of 5 units or less the ability to recycle a multitude of materials on

a weekly basis. The services will not require any City funding, as the company will furnish all containers and vehicles needed for curbside pickups.

For Action

Did not pass out of Committee

(A3.10) Approval of the Estimated Annual User Charge for 2018 with the MWRDGC for Disposal of Sludge Generated as Part of the Water Treatment Process

City Council approved the Estimated Annual User Charge for 2018 with the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for Disposal of Sludge generated as part of the water treatment process in the amount \$180,086.68. Four payments of \$45,021.67 will be made beginning in February 2018 and ending November 2018. Funding for this work will be from the Water Fund, Account 510.40.4220.62420. This account has a budget of \$300,000.00 allocated for MWRDGC sludge disposal fees. The YTD account balance equals \$300,000.00.

For Action

Approved on Consent Agenda

(A3.11) Contract with Oxcart Permits System, LLC for Online Application and Processing of Oversize and Overweight Truck Permits

City Council authorized the City Manager to execute an on-line application and processing contract for oversize and overweight truck permits with Oxcart Permits System, LLC., (440 W Colfax, Suite 2384, Palatine, IL 60078) pending approval of Ordinance 9-O-18 – Permits for Excessive Weight and Size. Under the agreement, Oxcart will process the applicants permit, issue such permits after staff review and approval of the application, collect the permit fees and service charges from the applicant, and reimburse the City the fees collected on a monthly basis.

For Action

Approved on Consent Agenda

(A3.12) Revision of Street Sweeping Schedule

[Watch](#)

City Council approved revising the street cleaning schedule in 2018 to eliminate the special cleaning areas in Zone 4, changing the days that streets in Zone 4 are cleaned to the fourth Tuesday/Wednesday of the month, and reduce the number of residential streets that are cleaned overnight (4AM to 7AM). Staff also recommends revising the street

cleaning schedule to a Tuesday/Wednesday schedule for Zone 3 in 2019, Zone 2 in 2020 and Zone 1 in 2021. The estimated cost of \$3,000 to purchase stickers to reflect the proposed changes on the existing signs would be funded from Account 100.40.4105.65515/Public Works Agency-Other Improvements with a FY18 Budget of \$3,000.

For Action

Passed 6-3

Ald. Fiske, Wilson and Ald. Braithwaite voted “No”

(A3.13) Change Order Number 3 to Contract with Thieneman Construction, Inc. for the Water Treatment Plant Reliability Improvements Construction

City Council authorized the City Manager to execute Change Order No. 3 for the Water Treatment Plant Reliability Improvements Project with Thieneman Construction, Inc. (17219 Foundation Parkway, Westfield, IN 46074) for a deduction of \$4,531.44 to the current contract amount to account for various minor changes to the work throughout the construction. This change order will decrease the total contract amount from the current contract price of \$1,289,721.00 to \$1,285,189.56, and extends the date of final completion date from October 29, 2017 to November 17, 2017.

For Action

Approved on Consent Agenda

(A3.14) Change Order Number 5 to the Contract with Structures Construction LLC for Dempster Beach Office Renovations

City Council authorized the City Manager to execute Change Order 5 to the Dempster Beach Office Renovations contract (Bid No. 17-40) with Structures Construction LLC (2300 W. Diversey Avenue, Chicago, IL) in the amount of \$4,830. This will increase the overall contract amount from \$276,319 to \$281,149. There is no time extension associated with this change order. Funding will be provided from the Capital Improvement Program 2017 General Obligation Bonds, which has a budget of \$300,000 for this project (Account No. 415.40.4117.65515 – 617015).

For Action

Approved on Consent Agenda

(A3.15) Change Order Number 2 to the Contract with SmithGroup JJR for the Church Street South Pier Reconstruction

City Council authorized the City Manager to execute Change Order No. 2 with SmithGroup JJR (35 E. Wacker, Suite 2200, IL 60601), for Engineering Services for the Church Street South Pier Reconstruction

Project (RFP 16-13) in the amount of \$8,000. This change order increases the contract amount from \$90,500.00 to \$98,500.00 and extends the contract deadline by 455 days, from December 31, 2017 to March 31, 2019. Funding will be provided from the Capital Improvement Program 2018 General Obligation Bonds (Account 415.40.4118.62145 – 418017). This project was budgeted at \$625,000 in FY18.

For Action

Approved on Consent Agenda

(A4) Resolution 9-R-18, Authorizing the Execution and Approval of A Memorandum of Understanding between the City and the Morton Grove/Niles Water Commission

City Council adopted Resolution 9-R-18, authorizing the approval and execution of the attached Memorandum of Understanding between the City of Evanston and the Morton Grove-Niles Water Commission for the construction and operation of an intermediate booster pump station located at 2525 Church Street.

For Action

Approved on Consent Agenda

(A5) Resolution 2-R-18, Approving Release of Certain Closed Session Minutes

City Council approved Resolution 2-R-18, releasing certain closed session meeting minutes and finding that a need still exists for confidentiality as to the remaining minutes. The City is furthering its efforts to provide access to information and openness in government through the appropriate release of closed session minutes of the City Council.

For Action

Approved on Consent Agenda

(A6) Resolution 6-R-18, Authorizing the Appointment of an Interim Chief Financial Officer and Interim Treasurer for the City of Evanston

City Council adopted Resolution 6-R-18, appointing Ashley King as Interim Chief Financial Officer and Interim Treasurer.

For Action

Approved on Consent Agenda

(A7) Ordinance 19-O-18, Updating Authorized Signatories and Financial Institutions for Deposits/Investments of City Funds

City Council adopted Ordinance 19-O-18, adding Ashley King, Budget Manager and Interim Chief Financial Officer/Treasurer, and Andrew Villamin, Accounting Manager, as a depository signature.

For Introduction

Passed 9-0

(A8) Ordinance 20-O-18, Amending City Code to Allow for One-Way Traffic Flow During Willard School Drop-Off and Pick-Up Hours on Hurd Street and Central Park Avenue

City Council adopted Ordinance 20-O-18, amending City Code Section 10-11-4, Schedule IV (A) to establish one-way south traffic on Hurd Street between Isabella Street and Park Place, and one-way north traffic on Central Park Avenue between Park Place and Isabella Street adjacent to Willard Elementary School during drop-off and pick-up hours. Funding for signage will be through the General Fund-Traffic Control Supplies (Account 100.40.4520.65115), with a FY 2018 budget of \$58,000.

For Introduction

Approved on Consent Agenda

(A9) Ordinance 9-O-18, Amending City Code Section 10-1-9-4, "Permits for Excessive Weight and Size"

City Council adopted Ordinance 9-O-18, amending Section 10-1-9-4, of the City Code to establish permits and applicable fees for excessive vehicle weight and size in accordance with limitations set forth in 625-ILCS 5/15 -100 of the Illinois Vehicle Code.

For Introduction and Action

Approved on Consent Agenda

(A10) Ordinance 10-O-18, Amending City Code to Include Civil Restitution

City Council adopted Ordinance 10-O-18 to amend City Code Subsection 1-4-1, "General Penalties," to include civil restitution by order of Court. This ordinance adds civil restitution to the penalties available for City Code violations, and allows a Court to order restitution beyond the maximum fine amount. Civil restitution may only be ordered by a Court after a finding of guilt or a guilty plea by a defendant.

For Introduction

Approved on Consent Agenda

(A11) Ordinance 23-O-18, Amending City Code Section 3-4-6(D) to Decrease the Number of Class D Liquor Licenses for Yahala Inn

City Council adopted Ordinance 23-O-18, amending City Code Subsection 3-4-6-(D) to decrease the number of authorized Class D liquor licenses from fifty-one (51) to fifty (50) for 811 Church LLC dba Yahala Inn, as the business is closed.

For Introduction and Action

Approved on Consent Agenda

(A12) Ordinance 24-O-18, Amending City Code Section 3-4-6(D) to Increase the Number of Class D Liquor Licenses for Good to Go

City Council adopted Ordinance 24-O-18, amending City Code Subsection 3-4-6-(D) to increase the number of Class D Liquor Licenses from fifty (50) to fifty-one (51) and permit issuance of a Class D license to Good to Go Jamaican Cuisine, LLC dba Good to Go located at 711 Howard Street.

For Introduction

Passed 9-0

(A13) Ordinance 26-O-18, Amending City Code Section 3-4-6(F) to Increase the Number of Class F Liquor Licenses for the Target Store located at 1616 Sherman Avenue

City Council adopted Ordinance 26-O-18, amending City Code Subsection 3-4-6-(F) to increase the number of authorized Class F liquor licenses from nine (9) to ten (10), and permit issuance of a Class F license to Target Corporation dba Target Store T3283 located at 1616 Sherman Avenue.

For Introduction

Approved on Consent Agenda

(A14) Ordinance 28-O-18, Amending City Code Section 10-11-1 Reducing the Speed Limit on Ridge Avenue between Howard Street and Emerson Street from 30 MPH to 25 MPH

City Council adopted Ordinance 28-O-18 to reduce the speed limit on Ridge Avenue between Emerson Street and Howard Street to 25 mph. Staff also recommends the City Council authorize the City Manager to: 1) direct the Evanston Police Department to provide targeted enforcement of traffic regulations within the Ridge Avenue Corridor, and 2) implement split phasing of the traffic signals at the Ridge/Lake intersection on a trial basis. Funding for the estimated \$10,000 to implement the split phasing of the traffic signals at the Ridge / Lake Intersection will be from Account

100.40.4520.65115, which has an FY 2108 budget allocation of \$58,000.

For Introduction and Action

Approved on Consent Agenda

(P1) Resolution 10-R-18, Granting Municipal Use Exemption for Public Utility (Water Pump Station) at 2525 Church Street

Motion: Ald.
Wynne

[Watch](#)

City Council approved Resolution 10-R-18 granting a Municipal Use Exception for the location of a Public Utility at 2525 Church Street in the OS Open Space District, where Public Utilities are neither a permitted or special use.

For Action

Approved on Consent Agenda

(P2) Ordinance 21-O-18, Special Use Permit for a Special Educational Institution – Public in the I2 General Industrial Zoning District

[Watch](#)

City Council adopted Ordinance 21-O-18 granting special use approval for a Special Educational Institution Public in the I2 General Industrial Zoning District in order to operate a high-school for students with behavioral and emotional needs. The applicant has complied with all zoning requirements and meets all of the standards for a special use for this district.

For Introduction

Passed 8-1

Ald. Rainey voted “No”

(P3) Ordinance 14-O-18, Granting a Special Use for a Type 2 Restaurant, Rubie’s, at 1723 Simpson Street

[Watch](#)

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 14-O-18 granting special use approval for a Type 2 Restaurant, Rubies, at 1723 Simpson Street in the B1 Business District. This recommendation is conditional on the replacement of the building’s glass block windows with unobstructed transparent glass and removal of iron bars on windows and doors. The applicant has complied with all zoning requirements and meets all of the standards for a special use in this district. This Ordinance was held at committee for Introduction on January 22, 2018 until February 12, 2018.

For Introduction

Did not pass Committee

(P4) Ordinance 13-O-18, Granting a Special Use and Major Variations for the Expansion of a Religious Institution at 2014 Orrington Avenue in the R1 Single Family Residential District

City Council adopted Ordinance 13-O-18 granting special use approval for the expansion of a Religious Institution, Lubavitch Chabad of Evanston, Inc., and major zoning relief for a third story addition, in the R1 Single Family Residential District. The applicant has complied with all zoning requirements and meets all of the standards for special use and major variations for this district.

For Action

Approved on Consent Agenda

(O1) Storefront Modernization Program Amendments

Motion: Ald.
Rainey

[Watch](#)

City Council approved restructuring the Storefront Modernization Program guidelines for Fiscal Year 2018 to provide a targeted and equitable eligibility tier that would provide 100% funding up front for façade renovations within the city's Neighborhood Stabilization Program geography. Up to \$100,000 in funding is to be provided by the Business District Improvement Fund (Account 100.15.5300.65522) for the Storefront Modernization Program for 2018.

For Action

Approved on Consent Agenda

(O2) Storefront Modernization Program Application for Linmay Studio at 525 Kedzie Street

City Council approved financial assistance on a 50/50 cost-sharing basis through the Storefront Modernization Program to Linmay Studio at 525 Kedzie Street in an amount not to exceed \$696.66 for improved signage. Funding will be from the Economic Development Business District Improvement Fund (Account 100.21.5300.65522). The approved Fiscal Year 2018 Budget allocated a total of \$250,000 for this account to fund both the Storefront Modernization and Great Merchant Grant programs. To date, \$0 has been spent from this account, leaving \$250,000 available for expenditure.

For Action

Approved on Consent Agenda

(O3) Entrepreneurship Support Program Application – Lashing Out!

City Council approved financial assistance through the Entrepreneurship Support Program for up to \$1,000 in assistance with City permitting and licensing and up to \$2,500 for equipment, work space, and certifications for Lashing Out. Funding will be from the Economic Development Business Retention/Expansion Fund (Account 100.21.5300.62662). The

approved Fiscal Year 2018 Budget allocated a total of \$150,000 for this account. To date, \$1,800 has been spent or encumbered from the account, leaving \$148,200 available for expenditure.

For Action

Approved on Consent Agenda

(APP1) For Appointment:

Mental Health Board
Mental Health Board

Jackie Haimes
George Hall

For Action

Approved on Consent Agenda

Call of the Wards

Ward 1:	No Report	Watch
Ward 2:	Thanked Public Works staff on the snow removal job. Announced the naming of the field house in honor of coach Willie May. Welcomed Pets Supplies Plus to the 2nd Ward.	Watch
Ward 3:	No Report	Watch
Ward 4:	No Report	Watch
Ward 5:	5th Ward meeting on Thursday February 15th, at 7:00 p.m. at the Civic Center in Room G300	Watch
Ward 6:	No Report	Watch
Ward 7:	Canal Shores update on Tuesday February 13th, starting at 7 p.m. in the Paracell Room located in the Civic Center. The two topics of business will include the discussion of an outdoor concert taking place this summer at Canal Shores and the evaluation of a 3 year data gathering project undertaken by Canal Shore	Watch
Ward 8:	No Report	Watch

Ward 9: 9th Ward meeting on Saturday February 17th at 9:00 a.m. will take place at Reba Center located at 535 Custer Ave. [Watch](#)

Adjournment

Mayor Hagerty called a voice vote to adjourn the City Council meeting, and by unanimous vote the meeting was adjourned.



City of Evanston

CITY COUNCIL REGULAR MEETING

CITY OF EVANSTON, ILLINOIS
LORRAINE H. MORTON CIVIC CENTER
JAMES C. LYTTLE COUNCIL CHAMBERS
Monday, February 19th, 2018

Present:

Alderman Fiske

Alderman Revelle

Alderman Braithwaite

Alderman Rainey

Alderman Wynne

Alderman Fleming

Alderman Wilson

Alderman Suffredin

Alderman Rue Simmons

(9)

Absent:

Presiding:

Mayor Stephen Hagerty

Mayor's Public Announcements

Mayor Hagerty announced that he signed the Statement of Principles for the Mayor's Against Illegal Guns program aimed at gun safety. Mentioned Moms Demand Action who will be organizing a march in Springfield focusing on gun licensing legislation. They will travel on Wednesday February 28th and returning that same day around 8:30 pm. For more information you can check out Dear Evanston Facebook page or email dearevanston@gmail.com. Must register by February 21st to participate. Lastly, the Mayor will hold a meeting this Thursday, February 22nd at 7pm in the Parasol Room. It will be focused on creating ideas here in Evanston that will help pass sensible gun laws in the country. [Watch](#)

City Manager's Public Announcements

City Manager Wally Bobkiewicz had no Announcements [Watch](#)

City Clerk's Communications

City Clerk announced that Early Voting will begin from March 5th-19th. The first week of early voting will run from 9am to 5pm The second week will run from 9am to 7pm. Early voting will also be available on Saturday's and Sunday's. February 20th is the last day to register to vote by paper and residents have until March 4th to register online. Mail Ballots are available in the Clerk's Office and people have until March 15th to submit them. [Watch](#)

Public Comment

Junad Rizki Talked about City Manager, water in James Park, Robert Crown project and staff. [Watch](#)

Maura Farrell Spoke about her support in favor of the Robert Crown Center project [Watch](#)

Special Order of Business

(SP1) Main Library Renovation Update [Watch](#)

Staff will present City Council with an update on the Main Library

Renovation.

For Discussion

Council hear presentation from staff on renovation for the Main Library. Direction was given on the general consensus that the expenses would have to be differed in terms of the City taking on the additional expense for a period of time.

(SP2) Robert Crown Community Center Project Update

[Watch](#)

Staff recommends City Council review the funding options presented and provide direction on next steps for the Robert Crown Community Center project.

For Discussion

City Council reviewed the funding and provided the next steps for the Robert Crown Community Center. Ald. Braithwaite, Simmonds and Flemings are concerned about funding the project with a property tax increase.

Appointments

(APP1) For Re-Appointment:

Motion: Ald. Rainey

[Watch](#)

Environment Board
Utilities Commission

Linda Young
Mark White

Call of the Wards

Ward 1: No Report

[Watch](#)

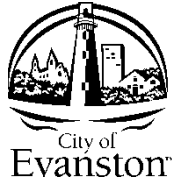
Ward 2: Asked to keep in prayer Alton Belcher Sr., Semark family and Doria Johnson for their recent passing. The bus tour for the Le Tour de Noir will depart at 1:00 pm from the Levi Center and return at 3:30 pm. The business expo will sell from 3:30 to 7:30 pm. Reminded everyone to donate business dress code attire for the youth participating in this year's Mayor Summer Youth program.

[Watch](#)

Ward 3:	No Report	Watch
Ward 4:	No Report	Watch
Ward 5:	Invited the community to join the Le Tour de Noir on Saturday February 24th. It will focus on Black-owned Evanston businesses followed by a Business Expo. Details will be posted as they are confirmed. Admission is \$20.	Watch
Ward 6:	Zoning Board of Appeals will meet on Tuesday February 20th to discuss 3233-3249 Central St 6th Ward project.	Watch
Ward 7:	Encouraged everyone to attend the Le Tour de Noir event	Watch
Ward 8:	On February 23rd there will be a ribbon cutting ceremony presided by the City Mayor at Cafe Corelli at 1 p.m. located on Howard St. On February 27th at 7 o'clock the Howard St. Business Association will meet at Peckish Pig.	Watch
Ward 9:	Thanked the 9th Ward residents who attended the Ward meeting held the previous Saturday. Invited everyone to see the new Ridgeville after school program. After school will be opening from 3:30-6:00 p.m. at Kamen Park West.	Watch

Adjournment

Mayor Hagerty called a voice vote to adjourn the City Council meeting, and by unanimous vote the meeting was adjourned. Ald. Wilson led City Council into Executive Session. A roll call vote was taken and by a unanimous vote (9-0) City Council recessed into Executive Session.



ADMINISTRATION & PUBLIC WORKS COMMITTEE

**Monday, February 26, 2018
6:00 p.m.**

**Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
James C. Lytle Council Chambers**

AGENDA

- I. DECLARATION OF A QUORUM: ALDERMAN RAINEY, CHAIR**
- II. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 12, 2018**

III. ITEMS FOR CONSIDERATION

- | | | |
|-------------|---|-----------------|
| (A1) | Payroll – January 22, 2018 through February 4, 2018 | \$ 3,079,462.01 |
| (A2) | Bills List – February 27, 2018 | \$ 1,520,935.04 |

For Action

(A3.1) Pilot Landlord Rehabilitation Assistance Program

Staff recommends City Council approval of a Pilot Landlord Rehabilitation Assistance Program to support improvements and repairs for rental units that are committed to be rented to households earning 60% of AMI. The proposed program budget is \$200,000 for the 2018 fiscal year and will be provided from the Affordable Housing Fund. Funding will be from the Affordable Housing Fund (Account 250.21.5465.65535). The Affordable Housing Fund has a current uncommitted cash balance of approximately \$800,000.

For Action

(A3.2) Purchase of Police, Fire & Administrative Service Vehicles from Currie Motors

Staff recommends City Council approval of the purchase of seven (7) Ford SUVs and (1) Chevrolet SUV outfitted with lights, sirens and other necessary equipment for operations. Four (4) Fords and one (1) Chevrolet will be allocated to the Evanston Police Department Field Operations Division, two (2) Ford will be allocated to the Fire Department Administration Division and one (1) Ford will be allocated to the Administrative Services Department Facilities Division. The replacement vehicles will be purchased from Currie Motors (9423 W. Lincoln Highway, Frankfort, IL 60423) in the amount of \$238,418.89. Funding for the vehicles will be from the Equipment Replacement Fund (Account 601.19.7780.65550) in the amount of \$238,418.89, which has a budgeted amount of \$1,522,977.

For Action

(A3.3) One Year Contract Renewal for Purchase of Emergency Lighting & Sirens from Havey Communications Inc.

Staff recommends City Council approval of a one (1) year contract renewal for the purchase of emergency lighting, sirens and after-market products and services in the amount of \$80,960.00 to Havey Communications Inc. (28835 Herky Drive # 117, Lake Bluff, IL 60044). Funding will be as follows: \$40,480 from Account 600.19.7710.65060, with a FY18 budget of \$1,050,000, and \$40,480 from Account 601.19.7780.65550, with a FY18 budget of \$1,522,977.

For Action

(A3.4) Criminal History Applicant Eligibility Policy

Staff submits for City Council the City of Evanston Criminal History Applicant Eligibility Policy to accept and place on file. Pursuant to Alderman Fleming's request, City staff met with Alderman Fleming and interested community members to review current hiring policies related to prospective applicants with criminal records and to update the policy in conformance with best practices.

For Action: Accept and Place on File

(A3.5) Utility Bill Reimbursement Policy

Staff recommends City Council accept and place on file the proposed Reimbursement and Payment Policy. Staff modeled the proposed policy based on Illinois Administrative Code which establishes that all complaints for the recovery of damages shall be filed within a maximum two (2) year time limit from the time that the produce, commodity or services as to which the complaint is made was furnished or performed.

For Action: Accept and Place on File

(A3.6) One Year Contract Extension with G & L Contractors for 2018 Debris Hauling

Staff recommends that City Council authorize the City Manager to execute a one year contract extension for debris hauling with G & L Contractors (7401 N St. Louis Ave Skokie, IL) in the amount of \$81,000.00. This contract award is part of a bid let by the Municipal Partnering Initiative (MPI). Funding will be as follows: \$38,000 budgeted from the Water Fund (Account 510.40.4540.62415), \$38,000 budgeted from the Sewer Fund (Account 515.40.4530.62415), and \$5,000 budgeted from the General Fund (Account 100.40.4510.62415).

For Action

(A3.7) One Year Contract Extension for the Purchase of Granular Materials from G & L Contractors

Staff recommends that City Council authorize the City Manager to execute a one-year contract extension for the purchase of Granular Materials with G & L Contractors (7401 N. St. Louis Ave, Skokie, IL) in the amount of \$37,000. This contract award is part of a bid let by the Municipal Partnering Initiative (MPI). Purchase of materials under this contract will be funded as follows: \$21,000 from the Water Fund, Account 510.40.4540.65055, with a budget of \$150,000; and \$16,000 from the Sewer Fund, Account 515.40.4530.65055, with a budget of \$43,000.

For Action

(A3.8) Contract with Monson Nicholas Inc. for Service Center Parking Deck Restoration

Staff recommends City Council authorize the City Manager to execute a contract for Service Center Parking Deck Restoration (Bid 18-02) with Monson Nicholas Inc. (714 North Yale Avenue, Villa Park, IL) in the amount of \$526,074.00. Funding will be provided from the Capital Improvement Program (CIP) 2018 General Obligation Bonds: \$500,000 from Account 415.40.4118.65515-617023 with FY18 budget of \$500,000, and \$26,074 from Account 415.40.4118.65515-617023 with FY18 budget of \$30,000.

For Action

(A3.9) Contract with Sumit Construction Company, Inc. for Lovelace Park Pond Rehabilitation

Staff recommends the City Council authorize the City Manager to execute a contract for the Lovelace Park Pond Rehabilitation (Bid 18-06) with Sumit Construction Company, Inc. (4150 West Wrightwood Avenue, Chicago, IL) in the amount of \$107,000.00. Funding will be provided from the Capital Improvement Program 2016 General Obligation Bonds in the amount of \$100,000 (Account 415.40.4116.65515-518004) with a budget of \$100,000, and from the 2018 General Obligation Bonds in the amount of \$7,000 (Account 415.40.4118.65515-518004) with a budget of \$15,000.

For Action

(A3.10)Lovelace Tennis Court Rehabilitation

Staff recommends the City Council authorize the City Manager to proceed with the Lovelace Tennis Court Rehabilitation for construction in 2018. While not budgeted in 2018, funding for this proposed project will be provided from the Capital Improvement Program (CIP) 2018 General Obligation (G.O.) Bonds - Facilities Contingency with a 2018 budgeted amount of \$450,000.

For Action

(A3.11)Sole Source Contract with Designs 4 Dignity for Interior Design Services for the Fleetwood-Jourdain Community Center

Staff recommends that City Council authorize the City Manager to execute a sole source contract to provide interior design services for the Fleetwood-Jourdain Community Center with Designs 4 Dignity (445 N. Wells, Suite 402, Chicago, IL 60654) in the amount of \$35,000.00. Funding for this project will be provided from the Good Neighbor Fund (Account 415.40.4218.62145 – 618008), which has an FY 2018 budget allocation of \$325,000.00 for this project.

For Action

(A3.12)Contract with Bulley & Andrews for Construction Management Services for the Robert Crown Community Center, Ice Complex and Library

Staff recommends that City Council authorize the City Manager to execute a contract to provide construction management services for the Robert Crown Community Center, Ice Complex and Library (RFP 17-57) with Bulley & Andrews (1755 W. Armitage Avenue, Chicago, IL 60622). The initial contract recommendation is for pre-construction services only in the amount of \$41,510.00. A recommendation for construction services will occur upon successful completion of the pre-construction phase, completion of the project's design documentation and negotiation of the construction price. Funding for this project will be provided from Capital Improvement Program (CIP) 2018 General Obligation Bonds (Account 415.40.4118.65515 – 616017).

For Action

(A4) Ordinance 34-O-18, Authorizing the City to Borrow Funds from the Illinois Environmental Protection Agency Public Water Supply Loan Program

Staff recommends City Council adopt Ordinance 34-O-18 authorizing the City to borrow funds from the Illinois Environmental Protection Agency (IEPA) Public Water Supply Loan Program for the construction of the Clearwell 9 Replacement Project. This ordinance authorizes the City to borrow up to \$25,000,000. The debt service will be paid from the Water Fund.

For Introduction

(A5) Ordinance 11-O-18, Amending City Code Title 1, Chapter 11 to Update Operational Functions with the Finance Division

City staff recommends City Council adoption of Ordinance 11-O-18 which amends Title 1, Chapter 8 of the City Code to reflect current City operations with respect to the Finance Division.

For Introduction

(A6) Ordinance 32-O-18, Decreasing the Number of Class D Liquor Licenses for Kabul House located at 2424 Dempster Street

Staff recommends City Council adoption of Ordinance 32-O-18, amending City Code Subsection 3-4-6-(D) to decrease the number of authorized Class D liquor licenses from fifty-one (51) to fifty (50). Kabul House located at 2424 Dempster Street is not renewing its liquor license. *Staff recommends suspension of the rules for Introduction and Action at the February 12, 2018 City Council meeting.*
For Introduction and Action

(A7) Ordinance 31-O-18, Amending City Code Section 3-4-6 By Creating the New Class X Liquor License

Local Liquor Commissioner recommends City Council to adopt Ordinance 31-O-18, amending City Code Section 3-4-6 by creating the new Class X Liquor License. Ordinance 31-O-18 was prepared to allow arts and crafts studios the sale of beer and wine for on-site consumption.
For Introduction

(A8) Ordinance 33-O-18, Amending City Code Section 3-4-6 By Creating the New Class F-2 Liquor License

Local Liquor Commissioner and staff recommend City Council adopt Ordinance 33-O-18, amending City Code Section 3-4-6 creating the new Class F-2 Liquor License for a retail liquor dealer/gourmet food and amenity store.
For Introduction

IV. ITEMS FOR DISCUSSION

(APW1) Steps Toward Homeownership: Update on Homeownership Resources and Small Lot Housing

Staff provides updated information on resources available to moderate and middle income households seeking to purchase homes in Evanston. Staff is developing a web page with information about mortgage products, pre-purchase counseling and other resources, and will discuss additional strategies to expand ownership among moderate and middle income households.
For Discussion

V. COMMUNICATIONS

VI. ADJOURNMENT

**Administration and Public Works Committee Meeting
Minutes of February 12, 2018
James C. Lytle Council Chambers – 6:00 p.m.
Lorraine H. Morton Civic Center**

MEMBERS PRESENT: T. Suffredin, R. Simmons, C. Fleming, A. Rainey (joined at 6:32pm)

MEMBERS ABSENT: P. Braithwaite

STAFF PRESENT: A. King, D. Stoneback, A. Mackey, L. Biggs, M. Hernandez, S. Flax, L. Hemingway, DC Parrott, T. Nunez, K. Richardson, R. Dahal, S. Cary, E. Cano, D. King, K. Jensen

PRESIDING OFFICIAL: Ald. Suffredin/Ald. Rainey

I. DECLARATION OF A QUORUM: ALDERMAN SUFFREDIN, CHAIR
A quorum being present, Ald. Suffredin called the meeting to order at 6:25p.m.

II. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 22, 2018
Ald. Rue Simmons moved to accept the Minutes of January 22, 2018 A&PW meeting as submitted, seconded by Ald. Fleming.

The Minutes of the January 22, 2018 A&PW meeting were approved unanimously 3-0.

III. ITEMS FOR CONSIDERATION

(A1) Payroll – January 8, 2018 through January 21, 2018 \$ 3,193,912.48

(A2.1) FY 2017 Bills List – February 13, 2018 \$ 3,359,819.15

FY 2018 Bills List – February 13, 2018 \$ 2,973,670.58

Credit Card Activity (not including Amazon purchases),
Period ending December 31, 2017 -

Bank of America \$ 159,115.23

BMO (Beta testing with New Purchasing cards) \$ 2,394.26

For Action

Ald. Fleming moved to recommend approval of Payroll January 8, 2018 through January 21, 2018, FY 2017 Bills through February 13, 2018 in the amount of \$3,193,912.48, FY 2018 through February 13, 2018 in the amount of \$3,359,819.15, credit card activity (not including Amazon purchases) for the period ending December 31, 2017 from Bank of America in the amount of \$159,115.23 and BMO (Beta testing with New Purchasing cards) in the amount of \$2,394.26, seconded by Ald. Rue Simmons.

The Committee voted unanimously 3-0 to approve the payroll, bills and credit card activity.

(A2.2) Amazon Credit Card Activity
Period Ending December 31, 2017 \$ 10,571.30

For Action

Ald. Rue Simmons moved to recommend approval of the Amazon credit card activity for the period ending December 31, 2017 in the amount of \$10,571.30, seconded by Ald. Fleming.

The Committee voted unanimously 2-0 with Ald. Suffredin abstaining.

(A3.1) Fuel Purchases for Six Months from Gas Depot Oil Company

Staff recommends City Council approval of fuel purchases for the first six (6) months of Fiscal Year 2018 in the amount of \$450,000.00 from Gas Depot Oil Company (8930 N. Waukegan Road, Suite 230, Morton Grove, IL 60053). The Gas Depot Oil Company is the current Northwest Municipal Conference Bid winner through July 5, 2018 for all grades and types of fuels that are utilized by city vehicles. Funding for this purchase will be from the Major Maintenance, Materials to Maintain Autos Fund (Account 600.19.7710.65035), with a FY18 budget of \$1,100,000. Present fuel prices are \$2.11/gallon for 87 octane gasoline and \$2.40/gallon for bio-diesel.

For Action

Ald. Suffredin moved to recommend City Council approval of fuel purchases for the first six (6) months of Fiscal Year 2018 in the amount of \$450,000.00 from Gas Depot Oil Company, seconded by Ald. Fleming.

The Committee voted unanimously 3-0 to approve the purchases.

(A3.2) 2018 New Tire Purchases from Wentworth Tire Service

Staff recommends City Council approval of tire purchases for the twelve (12) months in Fiscal Year 2018 in the amount of \$75,000.00 from Wentworth Tire Service (300 North York Road, Bensenville, IL). Wentworth Tire Service is an authorized distributor of tires within the Illinois State Contract # 7129. Funding is provided from Fleet Services/Tires and Tubes (Account 600.26.7710.65065), with a FY18 budget of \$100,000. \$75,000.00 is requested for the purchasing of new tires, and the remaining \$25,000.00 of the tire budget is for tire repair services (tire mounting, tire dis-mounting, road repairs, and service calls for the same time period) as a separate contract.

For Action

Ald. Rue Simmons moved to recommend City Council approval of tire purchases for the twelve (12) months in Fiscal Year 2018 in the amount of \$75,000.00 from Wentworth Tire Service, seconded by Ald. Suffredin.

The Committee voted unanimously 3-0 to approve the purchases.

(A3.3) One-Year Renewal for Tire Repair Services with Wentworth Tire Service

Staff recommends City Council approval for the City Manager to authorize a one (1) year renewal for tire repair and recap services in the amount of \$24,672 with Wentworth Tire Service (300 North York Road, Bensenville, IL). This will be the second (2nd) and final renewal on this contract from January 1, 2018 through December 31, 2018. Funding is provided from Fleet Services/Tires and Tubes (Account 600.26.7710.65065), with a FY18 budget of \$100,000.

For Action

Ald. Fleming moved to recommend City Council approval for the City Manager to authorize a one (1) year renewal for tire repair and recap services in the amount of \$24,672 with Wentworth Tire Service, seconded by Ald. Suffredin.

The Committee voted unanimously 3-0 to approve the renewal.

(A3.4) One-Year Contract Renewal for Testing, Repair & Certification of Fire Apparatus and Aerial Devices

Staff recommends City Council approval of a one year contract extension (RFP 15-30) to Global Emergency Products (1401 N. Farnsworth Avenue, Aurora, IL 60505) in the amount of \$72,300.00, to provide the required annual inspections and repairs for heavy fire apparatus vehicles assigned to Evanston Fire Department. This will be the third and final renewal. There is no cost increase from the last renewal. Funding will be from Account 600.19.7710.65060 with a FY18 Budget of \$1,050,000.

For Action

Ald. Rue Simmons moved to recommend City Council approval of a one year contract extension (RFP 15-30) to Global Emergency Products in the amount of \$72,300.00, to provide the required annual inspections and repairs for heavy fire apparatus vehicles assigned to Evanston Fire Department, seconded by Ald. Fleming.

The Committee voted unanimously 3-0 to approve the contract extension.

(A3.6) Contract with Carollo Engineers, Inc. for West Plant Filter Study

Staff recommends City Council authorize the City Manager to execute a contract for the West Filter Plant Study (RFP 17-58) with Carollo Engineers, Inc. (8600 W. Bryn Mawr Avenue, Suite 900N, Chicago, IL 60631) in the amount of \$126,033.00. Funding for the study will be provided from the Water Fund (Account 510.40.4200.62180). This project was budgeted at \$150,000.00 in FY 2018.

For Action

Ald. Rue Simmons moved to recommend City Council authorize the City Manager to execute a contract for the West Filter Plant Study (RFP 17-58) with Carollo Engineers, Inc. in the amount of \$126,033.00, seconded by Ald. Fleming.

The Committee voted unanimously 3-0 to approve the contract.

***Ald. Rainey arrives at 6:32pm.**

(A3.5) Contract with Structures Construction, LLC for Construction Services for the Howard Street Theatre

Staff recommends that City Council authorize the City Manager to execute a contract to provide construction services for the Howard Street Theatre with Structures Construction LLC (2300 W. Diversey Avenue, Chicago, IL 60647) in the amount of \$1,385,469.00. Funding for this project will be provided from Capital Improvement Program (CIP) Howard-Ridge TIF funds (Account 415.40.4218.65515 – 617016), which has an FY 2018 budget allocation of \$1,756,058.00. The Howard Ridge TIF will issue debt and will pay the debt service costs for the architectural and construction costs for this project.

For Action

Ald. Rue Simmons moved to recommend City Council authorize the City Manager to execute a contract to provide construction services for the Howard Street Theatre with Structures Construction LLC in the amount of \$1,385,469.00, seconded by Ald. Rainey.

At Ald. Rainey's request, Public Works Bureau Chief Lara Biggs explained that the Howard Street Theater project is the response to an ordinance passed that includes a lease agreement with the Theo Ubique Theater Company. The design documents have been produced. Just before going out for bid, it was discovered that the property required asbestos abatement. There have also been concerns expressed about the clarity of the public bid. The bids have been reviewed by staff and no exceptions were requested by and of the contractors. There were 9 bids received and 35% cost spread between bids. The lowest bid was approximately the same as the architect's estimate.

At Ald. Suffredin's inquiry, Bureau Chief Biggs clarified that the City and the theater are jointly covered by the lease agreement, but any change orders above the lease agreement the theater will pay the cost. She noted that the architectural services cost approximately \$157,000 and there is still money in the contract for construction services.

At Ald. Fleming's inquiry, Bureau Chief Biggs will look into the contractor's MWEBE goal and LEP compliance for any projects by the contractor with the City.

The Committee voted 2-2 with Aids. Suffredin and Fleming voting no.

(A3.6) Contract with Carollo Engineers, Inc. for West Plant Filter Study

Staff recommends City Council authorize the City Manager to execute a contract for the West Filter Plant Study (RFP 17-58) with Carollo Engineers, Inc. (8600 W. Bryn Mawr Avenue, Suite 900N, Chicago, IL 60631) in the amount of \$126,033.00. Funding for the study will be provided from the Water Fund (Account 510.40.4200.62180). This project was budgeted at \$150,000.00 in FY 2018.

For Action

Ald. Rue Simmons moved to recommend City Council authorize the City Manager to execute a contract for the West Filter Plant Study (RFP 17-58)

with Carollo Engineers, Inc. in the amount of \$126,033.00, seconded by Ald. Fleming.

The Committee voted unanimously 3-0 to approve the contract.

(A3.7) One-Year Renewal Agreement with Harris Computer Systems for NorthStar Utility Billing Software

Staff recommends that City Council authorize the City Manager to execute a renewal of the annual sole source maintenance and support agreement for the term March 1, 2018 through February 28, 2019 with Harris Computer Systems (1 Antares Drive, Suite 400, Ottawa, Ontario) for Harris NorthStar Utility Billing software, in the amount of \$41,289.90. Funding for this purchase will be from Account 510.40.4225.62340 which has an allocation of \$45,000.00. This account has a YTD balance of \$183,200.00.

For Action

Ald. Rue Simmons moved to recommend City Council authorize the City Manager to execute a renewal of the annual sole source maintenance and support agreement for the term March 1, 2018 through February 28, 2019 with Harris Computer Systems for Harris NorthStar Utility Billing software, in the amount of \$41,289.90, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to approve the agreement.

(A3.8) Contract with ADS Environmental Services for 2018 Sewer Flow Monitoring

Staff recommends that City Council authorize the City Manager to execute a contract for the 2018 Sewer Flow Monitoring (Bid No. 18-03) with ADS Environmental Services (340 The Bridge Street, Suite 204, Huntsville, AL 35806) in the amount of \$38,000.00. Funding for this project is from the Sewer Fund, Account 515.40.4531.62180, which has an FY 2018 budget of \$75,000.00.

For Action

Ald. Rainey moved to recommend City Council authorize the City Manager to execute a contract for the 2018 Sewer Flow Monitoring (Bid No. 18-03) with ADS Environmental Services in the amount of \$38,000.00, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to approve the contract.

(A3.9) Five-Year Contract with Great Lakes Recycling, Inc. d/b/a Simple Recycling for Collection of Soft Recyclables

Staff recommends that City Council authorize the City Manager to execute a five-year contract for residential soft recycling services with Great Lakes Recycling, Inc. d/b/a Simple Recycling, (5425 Naiman Parkway, Solon, OH). The proposal would allow residents of single family homes or buildings of 5 units or less the ability to recycle a multitude of materials on a weekly basis. The services will not require any City funding, as the company will furnish all containers and vehicles needed for curbside pickups.

For Action

Ald. Fleming moved to recommend City Council authorize the City Manager to execute a five-year contract for residential soft recycling services with Great Lakes Recycling, Inc. d/b/a Simple Recycling to allow residents of single family homes or buildings of 5 units or less the ability to recycle a multitude of materials on a weekly basis, seconded by Ald. Rue Simmons.

PUBLIC COMMENT

Joan Farrell, Vice President and General Counsel of Goodwill Industries, respectfully asked the Committee to vote no to approve the Simple Recycling contract. She explained that Goodwill is very proud of the store they have opened in Evanston and has committed to provide job training and giving back to the community. There are a total of 45 employees at this location, 17 of them are Evanston residents. They have invested \$1.5 million to build the donation center and paid \$61,000 in property taxes and \$171,000 in sales tax.

Ms. Farrell explained that Goodwill accepts all items to reuse and repurpose. Approximately 65-70% of the items are resold. Any items that cannot be recycled are sold on a secondary market to support the mission of Goodwill. She noted that it is not a sustainable model to pick up donations. They must be dropped off.

At Ald. Fleming's inquiry, Paul Gartner of Waste Zero, explained that Simple Recycling is a for profit entity that sells higher level material in North America. The rest of the worn and torn items are sold overseas on a secondary market. The model would pay the City a penny per pound of items collected. Simple Recycling provides all the supplies (drawstring bags) and drivers for curbside pickups. He noted that there is no tax deduction for items donated to Simple Recycling.

The Committee voted 3-1 with Aids. Rue Simmons, Fleming and Rainey voting no.

(A3.10) Approval of the Estimated Annual User Charge for 2018 with the MWRDGC for Disposal of Sludge Generated as Part of the Water Treatment Process

Staff recommends City Council approval of the Estimated Annual User Charge for 2018 with the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for Disposal of Sludge generated as part of the water treatment process in the amount \$180,086.68. Four payments of \$45,021.67 will be made beginning in February 2018 and ending November 2018. Funding for this work will be from the Water Fund, Account 510.40.4220.62420. This account has a budget of \$300,000.00 allocated for MWRDGC sludge disposal fees. The YTD account balance equals \$300,000.00.

For Action

Ald. Rue Simmons moved to recommend City Council approval of the Estimated Annual User Charge for 2018 with the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for Disposal of Sludge generated as part of the water treatment process in the amount \$180,086.68 consisting of four payments of \$45,021.67 to be made beginning in February 2018 and ending November 2018, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to approve the user charge.

(A3.11)Contract with Oxcart Permits System, LLC for Online Application and Processing of Oversize and Overweight Truck Permits

Staff recommends the City Council authorize the City Manager to execute an on-line application and processing contract for oversize and overweight truck permits with Oxcart Permits System, LLC., (440 W Colfax, Suite 2384, Palatine, IL 60078) pending approval of Ordinance 9-O-18 – Permits for Excessive Weight and Size. Under the agreement, Oxcart will process the applicants permit, issue such permits after staff review and approval of the application, collect the permit fees and service charges from the applicant, and reimburse the City the fees collected on a monthly basis.

For Action

Ald. Rainey moved to recommend City Council authorize the City Manager to execute an on-line application and processing contract for oversize and overweight truck permits with Oxcart Permits System, LLC, pending approval of Ordinance 9-O-18 – Permits for Excessive Weight and Size, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to approve the contract.

(A3.12)Revision of Street Sweeping Schedule

Public Works Agency staff recommends revising the street cleaning schedule in 2018 to eliminate the special cleaning areas in Zone 4, changing the days that streets in Zone 4 are cleaned to the fourth Tuesday/Wednesday of the month, and reduce the number of residential streets that are cleaned overnight (4AM to 7AM). Staff also recommends revising the street cleaning schedule to a Tuesday/Wednesday schedule for Zone 3 in 2019, Zone 2 in 2020 and Zone 1 in 2021. The estimated cost of \$3,000 to purchase stickers to reflect the proposed changes on the existing signs would be funded from Account 100.40.4105.65515/Public Works Agency-Other Improvements with a FY18 Budget of \$3,000.

For Action

Ald. Fleming moved to recommend revising the street cleaning schedule in 2018 to eliminate the special cleaning areas in Zone 4, changing the days that streets in Zone 4 are cleaned to the fourth Tuesday/Wednesday of the month, and reduce the number of residential streets that are cleaned overnight (4AM to 7AM), revising the street cleaning schedule to a Tuesday/Wednesday schedule for Zone 3 in 2019, Zone 2 in 2020 and Zone 1 in 2021, seconded by Ald. Rue Simmons.

At Ald. Suffredin's inquiry, Public Works Agency Director David Stoneback explained that residents are notified through the City website, ward meeting announcements and City mailings. They are also notified once a month through City Council meeting announcements.

Ald. Rainey suggested including a notification in the water bill.

The Committee voted unanimously 4-0 to approve the schedule.

(A3.13)Change Order Number 3 to Contract with Thieneman Construction, Inc. for the Water Treatment Plant Reliability Improvements Construction

Staff recommends that City Council authorize the City Manager to execute Change Order No. 3 for the Water Treatment Plant Reliability Improvements Project with Thieneman Construction, Inc. (TCI) (17219 Foundation Parkway, Westfield, IN 46074) for a deduction of \$4,531.44 to the current contract amount to account for various minor changes to the work throughout the construction. This change order will decrease the total contract amount from the current contract price of \$1,289,721.00 to \$1,285,189.56, and extends the date of final completion date from October 29, 2017 to November 17, 2017.

For Action

Ald. Suffredin moved to recommend City Council authorize the City Manager to execute Change Order No. 3 for the Water Treatment Plant Reliability Improvements Project with Thieneman Construction, Inc. (TCI) for a deduction of \$4,531.44 to the current contract amount to account for various minor changes to the work throughout the construction decreasing the total contract amount from the current contract price of \$1,289,721.00 to \$1,285,189.56 and extending the date of final completion date from October 29, 2017 to November 17, 2017, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to approve the change order.

(A3.14)Change Order Number 5 to the Contract with Structures Construction LLC for Dempster Beach Office Renovations

Staff recommends City Council authorize the City Manager to execute Change Order 5 to the Dempster Beach Office Renovations contract (Bid No. 17-40) with Structures Construction LLC (2300 W. Diversey Avenue, Chicago, IL) in the amount of \$4,830. This will increase the overall contract amount from \$276,319 to \$281,149. There is no time extension associated with this change order. Funding will be provided from the Capital Improvement Program 2017 General Obligation Bonds, which has a budget of \$300,000 for this project (Account No. 415.40.4117.65515 – 617015).

For Action

Ald. Rue Simmons moved to recommend City Council authorize the City Manager to execute Change Order 5 to the Dempster Beach Office Renovations contract (Bid No. 17-40) with Structures Construction, LLC in the amount of \$4,830 increasing the overall contract amount from \$276,319 to \$281,149, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to approve the change order.

(A3.15)Change Order Number 2 to the Contract with SmithGroup JJR for the Church Street South Pier Reconstruction

Staff recommends that City Council authorize the City Manager to execute Change Order No. 2 with SmithGroup JJR (35 E. Wacker, Suite 2200, Illinois, 60601), for Engineering Services for the Church Street South Pier

Reconstruction Project (RFP 16-13) in the amount of \$8,000. This change order increases the contract amount from \$90,500.00 to \$98,500.00 and extends the contract deadline by 455 days, from December 31, 2017 to March 31, 2019. Funding will be provided from the Capital Improvement Program 2018 General Obligation Bonds (Account 415.40.4118.62145 – 418017). This project was budgeted at \$625,000 in FY 2018.

For Action

Ald. Rainey moved to recommend City Council authorize the City Manager to execute Change Order No. 2 with SmithGroup JJR for Engineering Services for the Church Street South Pier Reconstruction Project (RFP 16-13) in the amount of \$8,000 increasing the contract amount from \$90,500.00 to \$98,500.00 and extends the contract deadline by 455 days, from December 31, 2017 to March 31, 2019, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to approve the change order.

(A4) Resolution 9-R-18, Authorizing the Execution and Approval of A Memorandum of Understanding between the City and the Morton Grove/Niles Water Commission

Staff recommends City Council adoption of Resolution 9-R-18, authorizing the approval and execution of the attached Memorandum of Understanding between the City of Evanston and the Morton Grove-Niles Water Commission for the construction and operation of an intermediate booster pump station located at 2525 Church Street.

For Action

Ald. Suffredin moved to recommend City Council adoption of Resolution 9-R-18, authorizing the approval and execution of the attached Memorandum of Understanding between the City of Evanston and the Morton Grove-Niles Water Commission for the construction and operation of an intermediate booster pump station located at 2525 Church Street, seconded by Ald. Fleming.

PUBLIC COMMENT

Junad Rizki expressed concern that the actual cost is not available. He questioned the low cost of \$12,000 to demolish the building, the purchase of bathroom fixtures by the City and the bathroom buildout being undersized. He urged the Committee to wait to see the total cost.

At Ald. Rue Simmons' inquiry, Public Works Agency Director David Stoneback explained that Morton Grove Niles will build the building and provide a pipe coming into the proposed bathrooms and the sewage and drainage pipes. The City wants functioning bathrooms in that building and will reimburse them for the cost of the fixtures.

The \$12,000 cost is the initial cost for preliminary engineering for demolition of the site, similar to the Howard Street project process. The total cost will not be determined until the study is completed. The estimated total cost is \$250,000-\$300,000. There is \$400,000 in our current capital program to demolish the

building. The Morton Grove Niles Water Commission is finalizing their IEPA funding to move forward.

Public Works Agency Director Stoneback added that the bathroom size and utility room size requirements for a splash park for up to 80 people has been vetted.

At Ald. Rue Simmons' inquiry, the projected annual water sales are approximately \$500,000 additional revenue per year, which will increase as time passes.

The Committee voted unanimously 4-0 to adopt the resolution.

(A5) Resolution 2-R-18, Approving Release of Certain Closed Session Minutes

Staff recommends City Council approval of Resolution 2-R-18, releasing certain closed session meeting minutes and finding that a need still exists for confidentiality as to the remaining minutes. The City is furthering its efforts to provide access to information and openness in government through the appropriate release of closed session minutes of the City Council.

For Action

Ald. Fleming moved to recommend City Council approval of Resolution 2-R-18, releasing certain closed session meeting minutes and finding that a need still exists for confidentiality as to the remaining minutes, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to adopt the resolution.

(A6) Resolution 6-R-18, Authorizing the Appointment of an Interim Chief Financial Officer and Interim Treasurer for the City of Evanston

Staff recommends City Council adopt Resolution 6-R-18, appointing Ashley King as Interim Chief Financial Officer and Interim Treasurer.

For Action

Ald. Suffredin moved to recommend City Council suspend the rules and adopt Resolution 6-R-18, appointing Ashley King as Interim Chief Financial Officer and Interim Treasurer, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to suspend the rules and adopt the resolution.

(A7) Ordinance 19-O-18, Updating Authorized Signatories and Financial Institutions for Deposits/Investments of City Funds

Staff recommends City Council adopt Ordinance 19-O-18, adding Ashley King, Budget Manager and Interim Chief Financial Officer/Treasurer, and Andrew Villamin, Accounting Manager, as a depository signature.

For Introduction

Ald. Suffredin moved to recommend City Council suspend the rules and adopt Ordinance 19-O-18, adding Ashley King, Budget Manager and Interim Chief Financial Officer/Treasurer, and Andrew Villamin, Accounting Manager, as a depository signature, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to suspend the rules and adopt the ordinance.

(A8) **Ordinance 20-O-18, Amending City Code to Allow for One-Way Traffic Flow During Willard School Drop-Off and Pick-Up Hours on Hurd Street and Central Park Avenue**

Staff recommends City Council adoption of Ordinance 20-O-18, amending City Code Section 10-11-4, Schedule IV (A) to establish one-way south traffic on Hurd Street between Isabella Street and Park Place, and one-way north traffic on Central Park Avenue between Park Place and Isabella Street adjacent to Willard Elementary School during drop-off and pick-up hours. Funding for signage will be through the General Fund-Traffic Control Supplies (Account 100.40.4520.65115), with a FY 2018 budget of \$58,000.

For Introduction

Ald. Rue Simmons moved to recommend City Council adoption of Ordinance 20-O-18, amending City Code Section 10-11-4, Schedule IV (A) to establish one-way south traffic on Hurd Street between Isabella Street and Park Place, and one-way north traffic on Central Park Avenue between Park Place and Isabella Street adjacent to Willard Elementary School during drop-off and pick-up hours, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to adopt the ordinance.

(A9) **Ordinance 9-O-18, Amending City Code Section 10-1-9-4, "Permits for Excessive Weight and Size"**

Staff recommends that City Council adopt Ordinance 9-O-18, amending Section 10-1-9-4, of the City Code to establish permits and applicable fees for excessive vehicle weight and size in accordance with limitations set forth in 625-ILCS 5/15 - 100 of the Illinois Vehicle Code. *Staff recommends suspension of rules for Introduction and Action of this Ordinance at the February 12, 2018 City Council meeting.*

For Introduction and Action

Ald. Rainey moved to suspend the rules and recommend City Council adoption of Ordinance 9-O-18, amending Section 10-1-9-4, of the City Code to establish permits and applicable fees for excessive vehicle weight and size in accordance with limitations set forth in 625-ILCS 5/15 -100 of the Illinois Vehicle Code, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to suspend the rules and adopt the ordinance.

(A10) **Ordinance 10-O-18, Amending City Code to Include Civil Restitution**

City staff recommends City Council adoption of Ordinance 10-O-18 to amend City Code Subsection 1-4-1, "General Penalties," to include civil restitution by order of Court. This ordinance adds civil restitution to the penalties available for City Code violations, and allows a Court to order restitution beyond the maximum

fine amount. Civil restitution may only be ordered by a Court after a finding of guilt or a guilty plea by a defendant.

For Introduction

Ald. Fleming moved to recommend City Council adoption of Ordinance 10-O-18 to amend City Code Subsection 1-4-1, "General Penalties," to include civil restitution by order of Court, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to adopt the ordinance.

(A11) Ordinance 23-O-18, Amending City Code Section 3-4-6(D) to Decrease the Number of Class D Liquor Licenses for Yahala Inn

Staff recommends City Council adoption of Ordinance 23-O-18, amending City Code Subsection 3-4-6-(D) to decrease the number of authorized Class D liquor licenses from fifty-one (51) to fifty (50) for 811 Church LLC dba Yahala Inn, as the business is closed. *Staff recommends suspension of the rules for Introduction and Action at the February 12, 2018 City Council meeting.*

For Introduction and Action

Ald. Suffredin moved to suspend the rules and recommend City Council adoption of Ordinance 23-O-18, amending City Code Subsection 3-4-6-(D) to decrease the number of authorized Class D liquor licenses from fifty-one (51) to fifty (50) for 811 Church LLC dba Yahala Inn, as the business is closed, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to suspend the rules and adopt the ordinance.

(A12) Ordinance 24-O-18, Amending City Code Section 3-4-6(D) to Increase the Nubmer of Class D Liquor Licenses for Good to Go

Local Liquor Commissioner recommends City Council adoption of Ordinance 24-O-18, amending City Code Subsection 3-4-6-(D) to increase the number of Class D Liquor Licenses from fifty (50) to fifty-one (51) and permit issuance of a Class D license to Good to Go Jamaican Cuisine, LLC dba Good to Go located at 711 Howard Street.

For Introduction

Ald. Rainey moved to suspend the rules and recommend City Council adoption of Ordinance 24-O-18, amending City Code Subsection 3-4-6-(D) to increase the number of Class D Liquor Licenses from fifty (50) to fifty-one (51) and permit issuance of a Class D license to Good to Go Jamaican Cuisine, LLC dba Good to Go located at 711 Howard Street, seconded by Ald. Fleming.

The Committee voted unanimously 4-0 to suspend the rules and adopt the ordinance.

(A13) Ordinance 26-O-18, Amending City Code Section 3-4-6(F) to Increase the Number of Class F Liquor Licenses for the Target Store located at 1616 Sherman Avenue

Local Liquor Commissioner provides a recommendation to City Council regarding the adoption of Ordinance 26-O-18, amending City Code Subsection 3-4-6-(F) to increase the number of authorized Class F liquor licenses from nine (9) to ten (10), and permit issuance of a Class F license to Target Corporation dba Target Store T3283 located at 1616 Sherman Avenue.

For Introduction

Ald. Rainey moved to suspend the rules and recommend City Council adoption of Ordinance 26-O-18, amending City Code Subsection 3-4-6-(F) to increase the number of authorized Class F liquor licenses from nine (9) to ten (10), and permit issuance of a Class F license to Target Corporation dba Target Store T3283 located at 1616 Sherman Avenue, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to suspend the rules and adopt the ordinance.

(A14) Ordinance 28-O-18, Amending City Code Section 10-11-1 Reducing the Speed Limit on Ridge Avenue between Howard Street and Emerson Street from 30 MPH to 25 MPH

Staff recommends that City Council adopt Ordinance 28-O-18 to reduce the speed limit on Ridge Avenue between Emerson Street and Howard Street to 25 mph. Staff also recommends the City Council authorize the City Manager to: 1) direct the Evanston Police Department to provide targeted enforcement of traffic regulations within the Ridge Avenue Corridor, and 2) implement split phasing of the traffic signals at the Ridge/Lake intersection on a trial basis. Funding for the estimated \$10,000 to implement the split phasing of the traffic signals at the Ridge / Lake Intersection will be from Account 100.40.4520.65115, which has an FY 2108 budget allocation of \$58,000. *Staff further recommends suspension of rules for Introduction and Action at the February 12, 2018 City Council meeting.*

For Introduction and Action

Ald. Fleming moved to suspend the rules and recommend City Council adoption of Ordinance 28-O-18 to reduce the speed limit on Ridge Avenue between Emerson Street and Howard Street to 25 mph and authorize the City Manager to: 1) direct the Evanston Police Department to provide targeted enforcement of traffic regulations within the Ridge Avenue Corridor, and 2) implement split phasing of the traffic signals at the Ridge/Lake intersection on a trial basis at an estimated cost of \$10,000, seconded by Ald. Rue Simmons.

The Committee voted unanimously 4-0 to suspend the rules and adopt the ordinance.

IV. ITEMS FOR DISCUSSION

(APW1)2017 Sidewalk Service Inquiries

Staff recommends that City Council review the updated analysis of the sidewalk inquiries received by the City's 311 department in 2017 and request direction.

For Discussion

This item was held until the March 12, 2018 meeting.

V. COMMUNICATIONS

VI. ADJOURNMENT

Ald. Rainey moved to adjourn, seconded by Ald. Rue Simmons. The Committee voted unanimously 4-0 to adjourn at 7:43pm.



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: Ashley King Interim Chief Financial Officer
Tera Davis, Accounts Payable Coordinator

Subject: City of Evanston Payroll and Bills

Date: February 20, 2018

Recommended Action:

Staff recommends approval of the City of Evanston Payroll and Bills List.

Summary:

Payroll – January 22, 2018 through February 4, 2018 \$ 3,079,462.01
(Payroll includes employer portion of IMRF, FICA, and Medicare)

Bills List – February 27, 2018

		\$ 1,520,935.04
General Fund Amount – Bills list	\$316,995.64	

TOTAL AMOUNT OF BILLS LIST & PAYROLL		\$ 4,600,397.05
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*Advanced checks are issued prior to submission of the Bills List to the City Council for emergency purposes, to avoid penalty, or to take advantage of early payment discounts.

Attachments:

Bills List

CITY OF EVANSTON
BILLS LIST
PERIOD ENDING 02.27.2018

100 GENERAL FUND			
100 GENERAL SUPPORT			
22725 VERIZON WIRELESS	COMMUNICATION CHARGES		10,007.30
100 GENERAL SUPPORT Total			<u>10,007.30</u>
1505 CITY MANAGER			
62295 WALTER BOBKIEWICZ	REIMBURSEMENT: ICMA CONFERENCE		192.75
65095 OFFICE DEPOT	OFFICE SUPPLIES		61.55
1505 CITY MANAGER Total			<u>254.30</u>
1510 PUBLIC INFORMATION			
64004 AVI SYSTEMS, INC.	CABLE TV SYSTEM SUPPORT RENEWAL		2,500.00
1510 PUBLIC INFORMATION Total			<u>2,500.00</u>
1555 FINANCIAL ADMINISTRATION			
65095 OFFICE DEPOT	OFFICE SUPPLIES		152.83
65095 TEUTEBERG INC	1099 MISC FORMS		148.45
1555 FINANCIAL ADMINISTRATION Total			<u>301.28</u>
1560 REVENUE & COLLECTIONS			
62431 DUNBAR ARMORED	ARMORED CAR SERVICES		2,991.15
64541 AZAVAR AUDIT SOLUTIONS	AUDIT		915.24
65045 THIRD MILLENNIUM ASSOCIATES, INC.	VEHICLE ONLINE SYSTEM		675.00
65095 OFFICE DEPOT	OFFICE SUPPLIES		164.38
1560 REVENUE & COLLECTIONS Total			<u>4,745.77</u>
1570 ACCOUNTING			
65095 OFFICE DEPOT	OFFICE SUPPLIES		103.03
1570 ACCOUNTING Total			<u>103.03</u>
1575 PURCHASING			
62360 MARIA CALAMIA (MAPP TREASURER)	2018 MIDWEST ASSOC. OF PUBLIC PROCUREMENT DUES		50.00
1575 PURCHASING Total			<u>50.00</u>
1580 COMMUNITY ARTS			
66040 OFFICE DEPOT	OFFICE SUPPLIES		19.98
1580 COMMUNITY ARTS Total			<u>19.98</u>
1590 OFFICE OF EQUITY AND EMPOWERMENT			
66040 KHALIL GIBRAN MUHAMMAD	KEYNOTE ADDRESS - EQUITY AND EMPOWERMENT BRUNCH		3,500.00
66040 KHALIL GIBRAN MUHAMMAD	REIMBURSEMENT-KEYNOTE SPEAKER - EQUITY BRUNCH		330.60
1590 OFFICE OF EQUITY AND EMPOWERMENT Total			<u>3,830.60</u>
1705 LEGAL ADMINISTRATION			
62345 KEAIS RECORDS RETRIEVAL	MEDICAL RECORDS RETRIEVAL		124.15
62345 KEAIS RECORDS RETRIEVAL	RECORD RETRIEVAL		76.00
65010 WEST GROUP PAYMENT CTR	LEGAL SUBSCRIPTION		996.00
1705 LEGAL ADMINISTRATION Total			<u>1,196.15</u>
1915 HUMAN RESOURCE DIVI. - PAYROLL			
65095 TEUTEBERG INC	FREIGHT FEE FOR INVOICE 1050715		75.73
1915 HUMAN RESOURCE DIVI. - PAYROLL Total			<u>75.73</u>
1929 HUMAN RESOURCE DIVISION			
62160 ILLINOIS STATE POLICE	ILLINOIS STATE POLICE-BACKGROUND CHECKS		2,000.00
62160 TRANS UNION CORP	EMPLOYMENT TESTING-TRANS UNION CORP		168.36
62160 STANARD & ASSOCIATES	EMPLOYMENT TESTING-STANDARD & ASSOC		4,205.00
62270 QUEST DIAGNOSTICS CLINICAL LABORATORIES	EMPLOYEE TESTING SERVICES		154.00
1929 HUMAN RESOURCE DIVISION Total			<u>6,527.36</u>
1932 INFORMATION TECHNOLOGY DIVI.			
62175 IRON MOUNTAIN OSDP	OFF SITE DATA STORAGE		1,252.92
62380 XEROX CORP.	COPY SERVICES		438.79
62380 CHICAGO OFFICE TECHNOLOGY GROUP	COPY CHARGES		2,211.29
62380 CHICAGO OFFICE TECHNOLOGY GROUP	COPY CHARGES		5,185.10
64505 COMCAST CABLE	CABLE SERVICES		3,998.99
64505 AT & T	COMMUNICATION CHARGES		274.36
64545 ANDREWS TECHNOLOGY HMS, INC.	TIME & ATTENDANCE SOFTWARE		18,225.00
1932 INFORMATION TECHNOLOGY DIVI. Total			<u>31,586.45</u>
1941 PARKING ENFORCEMENT & TICKETS			
64540 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE		132.65
1941 PARKING ENFORCEMENT & TICKETS Total			<u>132.65</u>
1950 FACILITIES			
62425 OTIS ELEVATOR COMPANY	2018 OTIS ELEVATOR CONTRACT COSTS		3,495.52
62440 RAYNOR DOOR COMPANY	EMERGENCY DOOR REPAIR FOR FIRE 1		3,545.62
62440 RAYNOR DOOR COMPANY	OVERHEAD DOOR REPAIRS		124.96
62509 OTIS ELEVATOR COMPANY	2018 OTIS ELEVATOR CONTRACT COSTS		18,995.72
62509 PREON POWER	EMERGENCY UPS SERVICE & BATTERY REPLACEMENT		3,100.00
62509 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE		379.00
62509 ECO-CLEAN MAINTENANCE	2018 JANITORIAL CLEANING SERVICES		6,133.00
62518 ALARM DETECTION SYSTEMS, INC.	ALARM SERVICES FEB-APR 2018		174.54
65040 CHEMSEARCH	CHEMICALS FOR CIVIC CENTER		439.70
65625 DRAPERY CENTER	OFFICE BLINDS		182.00
1950 FACILITIES Total			<u>36,570.06</u>
2105 PLANNING & ZONING			
62509 COURBANIZE, INC.	P & Z ENGAGEMENT TOOL		1,250.00
2105 PLANNING & ZONING Total			<u>1,250.00</u>
2126 BUILDING INSPECTION SERVICES			
62236 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE		151.60
62425 ELEVATOR INSPECTION SERVICE	ELEVATOR INSPECTION		200.00
2126 BUILDING INSPECTION SERVICES Total			<u>351.60</u>
2128 EMERGENCY SOLUTIONS GRANT			
67110 CONNECTIONS FOR THE HOMELESS	6TH DISBURSEMENT OF 2017 ESG GRANT		1,294.89
67110 CONNECTIONS FOR THE HOMELESS	ESG DISBURSEMENT CORRECTION		20.00
2128 EMERGENCY SOLUTIONS GRANT Total			<u>1,314.89</u>
2270 TRAFFIC BUREAU			
65125 SORINA FARKAS	TOW REFUND		180.00
65125 MARIUS FARKAS	TOW REFUND		180.00
2270 TRAFFIC BUREAU Total			<u>360.00</u>
2295 BUILDING MANAGEMENT			
62225 ECO-CLEAN MAINTENANCE	2018 JANITORIAL CLEANING SERVICES		2,925.00
2295 BUILDING MANAGEMENT Total			<u>2,925.00</u>
2305 FIRE MGT & SUPPORT			

CITY OF EVANSTON
BILLS LIST
PERIOD ENDING 02.27.2018

62355 FIRE SOAPS	TURNOUT GEAR SOAP	275.91
64015 NICOR	UTILITIES NICOR	273.85
65020 AIR ONE EQUIPMENT	GLOVES	1,094.20
65020 AIR ONE EQUIPMENT	TRUCK BELTS	271.70
65020 TODAY'S UNIFORMS INC.	UNIFORM	59.95
65020 TODAY'S UNIFORMS INC.	UNIFORMS	2,460.91
65050 HASTINGS AIR-ENERGY CONTROL	EXHAUST REPAIR	450.90
2305 FIRE MGT & SUPPORT Total		<u>4,887.42</u>
2315 FIRE SUPPRESSION		
53675 ANDRES MEDICAL BILLING	AMBULANCE SERVICES - JANUARY 2018	10,073.84
62430 ECO-CLEAN MAINTENANCE	2018 JANITORIAL CLEANING SERVICES	570.00
62522 AIR ONE EQUIPMENT	AIR QUALITY TEST	145.00
62522 AIR ONE EQUIPMENT	GAS METER	40.00
62522 AIR ONE EQUIPMENT	HYDRO TESTS	410.00
65015 PRAXAIR DISTRIBUTION INC.	MEDICAL OXYGEN	427.29
65090 MUNICIPAL EMERGENCY SERVICES	SHIPPING	8.07
65625 WORLDPOINT ECC, INC.	CITIZEN CPR	121.41
2315 FIRE SUPPRESSION Total		<u>11,795.81</u>
2320 EMERGENCY PREPAREDNESS		
65095 SAM'S CLUB DIRECT	*SUPPLIES: JANITORIAL	48.40
2320 EMERGENCY PREPAREDNESS Total		<u>48.40</u>
2435 FOOD AND ENVIRONMENTAL HEALTH		
53105 CROSSMARK EVENTS	DUPLICATE PAYMENT OF FOOD ESTABLISHMENT LICENSE	479.00
61055 GOV TEMPS USA, LLC	TEMPORARY HEALTH STAFF	3,761.80
62210 ALLEGRA PRINT & IMAGING	BUSINESS CARDS	39.00
62477 GAURAV GAONKAR	REIMBURSEMENT FOR TRAINING AND TRAVEL	324.93
62646 TOTAL ACCESS GROUP	COMMUNICABLE DISEASE BROCHURES-500	198.55
64540 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	151.60
65020 VCG UNIFORM	CLOTHING FOR HEALTH STAFF	60.95
65020 UNDERGROUND PRINTING	INSPECTORS SHIRTS	531.00
2435 FOOD AND ENVIRONMENTAL HEALTH Total		<u>5,546.83</u>
2440 VITAL RECORDS		
62490 IL DEPT OF PUBLIC HEALTH	DEATH SURCHARGE FOR JANUARY 2018	1,448.00
65095 OFFICE DEPOT	OFFICE SUPPLIES	30.80
2440 VITAL RECORDS Total		<u>1,478.80</u>
2455 COMMUNITY HEALTH		
62210 ALLEGRA PRINT & IMAGING	BUSINESS CARDS	78.00
62295 OAKTON COMMUNITY COLLEGE	REGISTRATION HUMAN SERVICES	50.00
2455 COMMUNITY HEALTH Total		<u>128.00</u>
3005 REC. MGMT. & GENERAL SUPPORT		
62210 ALLEGRA PRINT & IMAGING	BUSINESS CARDS	78.00
3005 REC. MGMT. & GENERAL SUPPORT Total		<u>78.00</u>
3010 REC. BUSINESS & FISCAL MGMT		
65095 ILLINOIS PAPER DBA IMPACT NETWORKING LLC	OFFICE PAPER	418.60
65095 OFFICE DEPOT	OFFICE SUPPLIES	13.79
3010 REC. BUSINESS & FISCAL MGMT Total		<u>432.39</u>
3020 REC GENERAL SUPPORT		
62375 SERVICE SANITATION INC	PORTABLE TOILET	320.00
62490 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	94.75
65125 GENERAL MEDICAL DEVICES dba AED PROFESSIONALS	LIFE PAK FOR CR TRAINING	332.35
3020 REC GENERAL SUPPORT Total		<u>747.10</u>
3025 PARK UTILITIES		
64005 COMED	UTILITIES COMED	3,751.15
64005 DYNEGY	UTILITIES-DYNEGY	1,927.84
64015 NICOR	UTILITIES NICOR	808.71
3025 PARK UTILITIES Total		<u>6,487.70</u>
3030 CROWN COMMUNITY CENTER		
62210 ALLEGRA PRINT & IMAGING	BUSINESS CARDS	156.00
62490 LAUNDRY WORLD	LAUNDRY SERVICES	253.00
64005 DYNEGY	UTILITIES-DYNEGY	3,155.76
65025 GOURMET GORILLA, INC.	MEALS FOR PRE SCHOOL	2,278.57
65040 UNIFIRST CORPORATION	JANITORIAL SUPPLIES	44.64
3030 CROWN COMMUNITY CENTER Total		<u>5,887.97</u>
3035 CHANDLER COMMUNITY CENTER		
62235 MIDWEST TIME RECORDER	MAINTENANCE	185.00
62505 E-TOWN TENNIS	TENNIS PROGRAM - CHANDLER	5,253.59
64005 DYNEGY	UTILITIES-DYNEGY	1,367.88
3035 CHANDLER COMMUNITY CENTER Total		<u>6,806.47</u>
3040 FLEETWOOD JOURDAIN COM CT		
62225 HENRICHSEN FIRE & SAFETY	ANNUAL KITCHEN FIRE SUPPRESSION SYSTEM	149.50
62225 STA-KLEEN INC.	6 MONTHS JANITORIAL SERVICE	380.00
62225 STA-KLEEN INC.	CLEANING BAFFLE - CLIPS AND HOOD DUCT	41.00
62225 CINTAS CORPORATION #769	MONTHLY CLEANING FOR DOOR MATS	277.50
62495 ANDERSON PEST CONTROL	MONTHLY PEST SERVICE	76.56
64005 DYNEGY	UTILITIES-DYNEGY	2,858.42
3040 FLEETWOOD JOURDAIN COM CT Total		<u>3,782.98</u>
3045 FLEETWOOD/JOURDAIN THEATR		
61013 AGUIRRE, NICHOLIA	ASSISTANT BLACK HISTORY MONTH	125.00
62210 QUARTET COPIES	PUBLICITY MATERIALS BLACK HISTORY MONTH	246.33
62505 SINGLETON, PHOENIX	LIGHTING DESIGNER BLACK HISTORY MONTH	700.00
62505 REBECCA VENABLE	SET BUILDER BLACK HISTORY MONTH	160.00
62505 ROD RODGERS DANCE CO. INC	SUMMER SEASON SET DESIGNER	800.00
62511 MIXON, DONOVAN	MUSICAL PERFORMER BLACK EXPO	275.00
62511 MPAACT	PERFORMER BLACK HISTORY MONTH	125.00
3045 FLEETWOOD/JOURDAIN THEATR Total		<u>2,431.33</u>

CITY OF EVANSTON
BILLS LIST
PERIOD ENDING 02.27.2018

3050 RECREATION OUTREACH PROGRAM		
62495 ANDERSON PEST CONTROL	PEST CONTROL	52.44
62495 ANDERSON PEST CONTROL	PEST MANAGEMENT	52.44
3050 RECREATION OUTREACH PROGRAM Total		104.88
3055 LEVY CENTER SENIOR SERVICES		
62210 ALLEGRA PRINT & IMAGING	TAXI COUPON PRINTING	185.00
62495 ANDERSON PEST CONTROL	MONTHLY PEST CONTROL	51.46
62507 IDEAL CHARTER	TRANSPORTATION FOR THEATRE PROGRAM	516.60
62511 COMCAST CABLE	CABLE SERVICE	167.56
62695 JUDON, ARNETT	TAXI COUPON REIMBURSEMENT	2,400.00
62695 303 TAXI	JANUARY TAXI REIMBURSEMENTS	21,216.00
64005 DYNEGY	UTILITIES-DYNEGY	4,093.95
65025 SMIGO MANAGEMENT GROUP DBA HOFFMAN HOUSE CATERING	JANUARY MEALS	2,457.50
65095 OFFICE DEPOT	OFFICE SUPPLIES	172.76
3055 LEVY CENTER SENIOR SERVICES Total		31,260.83
3080 BEACHES		
62490 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	37.90
62495 ANDERSON PEST CONTROL	PEST CONTROL	52.45
62495 ANDERSON PEST CONTROL	PEST MANAGEMENT	52.45
64005 DYNEGY	UTILITIES-DYNEGY	178.59
3080 BEACHES Total		321.39
3095 CROWN ICE RINK		
62490 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	18.95
62490 KATE MCSWAIN	CHOREOGRAPHY INSTRUCTOR	1,058.00
62495 ANDERSON PEST CONTROL	PEST MANAGEMENT SERVICES	81.37
62505 WITSCHY, TIANA	COSTUME PREPARATION	370.00
62505 WITSCHY, TIANA	ICE MONITORING	102.50
62505 SARRY CHAVANNES	COSTUME PREPARATION	312.50
62505 SARRY CHAVANNES	ICE MONITORING	370.00
62505 GEORGE BABICZ	SPEED SKATING INSTRUCTOR	800.00
64005 DYNEGY	UTILITIES-DYNEGY	9,467.27
65040 SUPERIOR INDUSTRIAL SUPPLY	JANITORIAL SUPPLIES	632.74
65040 UNIFIRST CORPORATION	JANITORIAL SUPPLIES	133.88
65095 OFFICE DEPOT	OFFICE SUPPLIES	83.84
3095 CROWN ICE RINK Total		13,431.05
3100 SPORTS LEAGUES		
62495 ANDERSON PEST CONTROL	PEST MANAGEMENT	42.35
62495 ANDERSON PEST CONTROL	PEST MANAGEMENT	53.50
3100 SPORTS LEAGUES Total		95.85
3130 SPECIAL RECREATION		
62490 INSTITUTE FOR THERAPY THROUGH THE ARTS	MUSIC THERAPY	300.00
62490 MCGAW YMCA	POOL RENTAL	1,992.00
3130 SPECIAL RECREATION Total		2,292.00
3215 YOUTH ENGAGEMENT DIVISION		
62490 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	56.85
3215 YOUTH ENGAGEMENT DIVISION Total		56.85
3225 GIBBS-MORRISON CULTURAL CENTER		
62495 ANDERSON PEST CONTROL	MONTHLY PEST CONTROL	58.85
64005 COMED	UTILITIES COMED	1,483.80
3225 GIBBS-MORRISON CULTURAL CENTER Total		1,542.65
3605 ECOLOGY CENTER		
62495 ANDERSON PEST CONTROL	MONTHLY PEST CONTROL	71.47
62511 DAVE DINASO'S TRAVELING WORLD OF REPTILES	FAMILY PROGRAM ANIMAL PRESENTATION	300.00
64005 DYNEGY	UTILITIES-DYNEGY	394.17
65040 SUPERIOR INDUSTRIAL SUPPLY	JANITORIAL SUPPLIES - ECOLOGY	61.50
3605 ECOLOGY CENTER Total		827.14
3610 ECO-QUEST DAY CAMP		
62507 JCY'S CAMP HENRY HORNER	DEPOSIT FOR 2 ECO CAMP OVERNIGHTS	858.00
3610 ECO-QUEST DAY CAMP Total		858.00
3710 NOYES CULTURAL ARTS CENTER		
62495 ANDERSON PEST CONTROL	MONTHLY PEST CONTROL	92.14
62518 ALARM DETECTION SYSTEMS, INC.	ALARM SERVICES	251.97
64005 DYNEGY	UTILITIES-DYNEGY	1,577.75
3710 NOYES CULTURAL ARTS CENTER Total		1,921.86
3720 CULTURAL ARTS PROGRAMS		
62515 VERTIPORT OPCO, LLC	HELICOPTER RENTAL MARSHMALLOW DROP	1,000.00
62515 AMERICAN MOBILE STAGING	STAGE RENTAL FOR WORLD ARTS AND MUSIC FESTIVAL	1,825.00
3720 CULTURAL ARTS PROGRAMS Total		2,825.00
4105 PUBLIC WORKS AGENCY ADMIN		
64540 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	1,648.65
68205 SAM'S CLUB DIRECT	*SUPPLIES: PWA MEETING	32.94
4105 PUBLIC WORKS AGENCY ADMIN Total		1,681.59
4330 GREENWAYS		
62199 COMED	UTILITIES COMED	33.07
4330 GREENWAYS Total		33.07
4400 CAPITAL PLANNING & ENGINEERING		
65095 OFFICE DEPOT	OFFICE SUPPLIES	259.38
4400 CAPITAL PLANNING & ENGINEERING Total		259.38
4500 INFRASTRUCTURE MAINTENANCE		
65095 OFFICE DEPOT	OFFICE SUPPLIES	33.87
4500 INFRASTRUCTURE MAINTENANCE Total		33.87
4510 STREET MAINTENANCE		
65055 OZINGA CHICAGO RMC, INC.	CONCRETE	417.50
65055 ARROW ROAD CONSTRUCTION	UPM COLD PATCH	1,346.05
4510 STREET MAINTENANCE Total		1,763.55

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4520 TRAF. SIG.& ST LIGHT MAINT			
64008 DYNEGY	UTILITIES-DYNEGY		286.85
65070 ELCAST LIGHTING	STREET LIGHT FIXTURE REPAIR		2,725.00
65115 ARTS & LETTERS LTD.	SIGN FABRICATION ARROWS		133.00
65115 ARTS & LETTERS LTD.	TEMPORARY NO PARKING SIGNS		938.00
65115 MIDWEST FENCE COMPANY	GUARD RAIL REPAIR		968.00
4520 TRAF. SIG.& ST LIGHT MAINT Total			<u>5,050.85</u>
4550 MAINT-SNOW & ICE			
62451 ALERT TOWING, INC.	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 EMERGENCY ROAD SERVICE, INC.	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 G & J TOWING C/O JOSE QUETELL, JR.	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 NORTH SHORE TOWING	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 JIMMY WILLIAMS	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 A1 DEPENDABLE ROADSIDE ASSISTANCE	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 DANIEL VAZQUEZ	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 VIC'S TOWING, INC.	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 FRANCISCO DE JESUS DBA PONCH TOWING	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 FREEDOM TOWING, INC.	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 T-BONE TOWING	TOWING RETAINER FEE - SECOND PAYMENT		150.00
62451 ALPHA CARRIER EXPERTS, INC.	TOWING RETAINER FEE - SECOND PAYMENT		450.00
62451 MOBILE TRANSPORT, LLC	TOWING RETAINER FEE - SECOND PAYMENT		450.00
62451 FRANKSA TOWING	TOWING RETAINER FEE - SECOND PAYMENT		150.00
65015 MORTON SALT	2018 BULK ROCK SALT PURCHASE		9,299.31
65015 MORTON SALT	2018 BULK ROCK SALT PURCHASE		60,064.91
4550 MAINT-SNOW & ICE Total			<u>72,064.22</u>
5300 ECON. DEVELOPMENT			
62662 THE SWEET LIFE OF CORALIE LLC	*TENANT IMPROVEMENT ALLOWANCE		25,000.00
64545 CURSOR CONTROL INC	CDM SOFTWARE ANNUAL SUBSCRIPTION		930.46
5300 ECON. DEVELOPMENT Total			<u>25,930.46</u>
100 GENERAL FUND Total			<u>316,995.64</u>
175 GENERAL ASSISTANCE FUND			
4605 GENERAL ASSISTANCE ADMIN			
62210 ALLEGRA PRINT & IMAGING	BUSINESS CARDS		78.00
65095 OFFICE DEPOT	OFFICE SUPPLIES		140.85
4605 GENERAL ASSISTANCE ADMIN Total			<u>218.85</u>
175 GENERAL ASSISTANCE FUND Total			<u>218.85</u>
176 HEALTH AND HUMAN SERVICES			
4651 HEALTH & HUMAN SERVICES			
62491 PRESENCE BEHAVIORAL HEALTH	CRISIS WORKER FEBRUARY 2018		6,111.08
62491 PRESENCE BEHAVIORAL HEALTH	CRISIS WORKER JANUARY 2018		6,111.08
117010 62491 PRESENCE BEHAVIORAL HEALTH	SOCIAL WORKER SERVICES FEBRUARY 2018		5,500.00
117010 62491 PRESENCE BEHAVIORAL HEALTH	SOCIAL WORKER SERVICES JANUARY 2018		5,500.00
4651 HEALTH & HUMAN SERVICES Total			<u>23,222.16</u>
176 HEALTH AND HUMAN SERVICES Total			<u>23,222.16</u>
195 NEIGHBORHOOD STABILIZATION FUND			
5005 NSP-GENERAL ADMINISTRATION			
64545 CURSOR CONTROL INC	CDM SOFTWARE ANNUAL SUBSCRIPTION		1,859.77
5005 NSP-GENERAL ADMINISTRATION Total			<u>1,859.77</u>
195 NEIGHBORHOOD STABILIZATION FUND Total			<u>1,859.77</u>
215 CDBG FUND			
5187 REHAB CONSTRUCTION ADMIN			
64545 CURSOR CONTROL INC	CDM SOFTWARE ANNUAL SUBSCRIPTION		1,859.77
5187 REHAB CONSTRUCTION ADMIN Total			<u>1,859.77</u>
215 CDBG FUND Total			<u>1,859.77</u>
240 HOME FUND			
5430 HOME FUND			
64545 CURSOR CONTROL INC	CDM SOFTWARE ANNUAL SUBSCRIPTION		590.00
65535 CONNECTIONS FOR THE HOMELESS	TBRA VOUCHERS		22,798.64
5430 HOME FUND Total			<u>23,388.64</u>
240 HOME FUND Total			<u>23,388.64</u>
250 AFFORDABLE HOUSING FUND			
5465 AFFORDABLE HOUSING			
62490 ANCEL, GLINK, DIAMOND, BUSH, DICIANNI & KRAFTHFER, P.	LEGAL SERVICES FOR JUDICIAL DEEDS		310.00
62770 CURSOR CONTROL INC	CDM SOFTWARE ANNUAL SUBSCRIPTION		590.00
5465 AFFORDABLE HOUSING Total			<u>900.00</u>
250 AFFORDABLE HOUSING FUND Total			<u>900.00</u>
415 CAPITAL IMPROVEMENTS FUND			
4117 2017 GO BOND ISSUANCE			
417020 65515 IL DEPT OF TRANSPORTATION	RESOLUTION 3-R-17 - BIKE PARKING AT MAIN ST CTA STATION - IDOT		5,796.00
65515 COMMUNITY COUNSELLING SERVICE	ROBERT CROWN CAMPAIGN RELATED EXPENSES		1,180.91
417002 65515 CHRISTOPHER B. BURKE ENGINEERING, LTD.	HOWARD ST CORRIDOR IMPROVEMENT PROJECT ENGINEERING SRV		6,638.43
4117 2017 GO BOND ISSUANCE Total			<u>13,615.34</u>
4216 2016 CAPITAL FROM OTHER SOURCES			
416513 62145 STANLEY CONSULTANTS INC.	CENTRAL ST BRIDGE ENGINEERING SRVCS		11,803.00
4216 2016 CAPITAL FROM OTHER SOURCES Total			<u>11,803.00</u>
415 CAPITAL IMPROVEMENTS FUND Total			<u>25,418.34</u>

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505 PARKING SYSTEM FUND			
7005	PARKING SYSTEM MGT		
	62431 DUNBAR ARMORED	ARMORED CAR SERVICES	9,188.40
	62603 MOTIVATE INTERNATIONAL, INC.	PARKING SERVICES - DIVVY OPERATION - ONGOING FEES	19,070.33
	64540 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	18.95
	65095 OFFICE DEPOT	OFFICE SUPPLIES	279.28
7005	PARKING SYSTEM MGT Total		<u>28,556.96</u>
7015	PARKING LOTS & METERS		
	62245 TOTAL PARKING SOLUTIONS, INC.	2 CALE MULTI SPACE MACHINES	36,120.00
	62245 TOTAL PARKING SOLUTIONS, INC.	PAPER SUPPLIES FOR MULTI SPACE METERS	320.00
	62245 TOTAL PARKING SOLUTIONS, INC.	PARKING EQUIPMENT MAINTENANCE	3,360.00
	62509 MINUTEMAN SECURITY TECHNOLOGIES	2 X LPR COMPUTER HARDWARE FOR VEHICLES	11,522.58
	65070 DUNCAN PARKING TECHNOLOGIES, INC.	MONTHLY PARKING METERS	12,586.00
	65070 3C PAYMENT (USA) CORP	DEBIT AND CREDIT CARD TRANSACTION FEES	1,309.22
7015	PARKING LOTS & METERS Total		<u>65,217.80</u>
7025	CHURCH STREET GARAGE		
	62425 OTIS ELEVATOR COMPANY	2018 OTIS ELEVATOR CONTRACT COSTS	13,969.56
	64005 DYNEGY	UTILITIES-DYNEGY	6,599.04
	64505 COMCAST CABLE	CABLE SERVICES	960.00
7025	CHURCH STREET GARAGE Total		<u>21,528.60</u>
7036	SHERMAN GARAGE		
	64005 DYNEGY	UTILITIES-DYNEGY	20,259.37
	64505 COMCAST CABLE	CABLE SERVICES	960.00
	64505 AT & T	COMMUNICATION CHARGES	274.37
7036	SHERMAN GARAGE Total		<u>21,493.74</u>
7037	MAPLE GARAGE		
	62425 OTIS ELEVATOR COMPANY	2018 OTIS ELEVATOR CONTRACT COSTS	27,537.12
	64005 DYNEGY	UTILITIES-DYNEGY	12,417.25
	64505 COMCAST CABLE	CABLE SERVICES	960.00
7037	MAPLE GARAGE Total		<u>40,914.37</u>
505 PARKING SYSTEM FUND Total			<u>177,711.47</u>
510 WATER FUND			
4200	WATER PRODUCTION		
	62315 FEDERAL EXPRESS CORP.	SHIPPING	53.90
	64505 JULIE INC	2018 JULIE ANNUAL ASSESSMENT	10,058.73
	64540 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	37.90
	64540 IRTH SOLUTIONS	MONTHLY DIG TRACK TICKETS	300.00
	64540 IRTH SOLUTIONS	MONTHLY DIG TRACK TICKETS	208.00
	65095 OFFICE DEPOT	OFFICE SUPPLIES	120.17
4200	WATER PRODUCTION Total		<u>10,778.70</u>
4208	WATER BILLING		
	65070 WATER RESOURCES	WATER METERS & ACCESSORIES	6,630.00
4208	WATER BILLING Total		<u>6,630.00</u>
4210	PUMPING		
	64005 DYNEGY	UTILITIES-DYNEGY	87,370.52
	64015 NICOR	UTILITIES NICOR	115.18
4210	PUMPING Total		<u>87,485.70</u>
4220	FILTRATION		
	62465 EUROFINS EATON ANALYTICAL	FY 2018 LABORATORY TESTING-ROUTINE COMPLIANCE	370.00
	65015 ALEXANDER CHEMICAL CORPORATION	LIQUID CHLORINE (PER SPEC)	198.00
	65070 WAUKEGAN STEEL SALES INC	STEEL STEEL: BAR CHANNELS, HSS, ANGLES AND #5 REBAR	2,062.94
4220	FILTRATION Total		<u>2,630.94</u>
4225	WATER OTHER OPERATIONS		
	62455 SEBIS DIRECT	UTILITY BILL PRINT & MAIL SERVICES	83.92
	65080 WATER RESOURCES	WATER METERS & ACCESSORIES	8,803.25
4225	WATER OTHER OPERATIONS Total		<u>8,887.17</u>
4540	DISTRIBUTION MAINTENANCE		
	62210 ALLEGRA PRINT & IMAGING	BUSINESS CARDS FOR DISTRIBUTION & SEWER SUPERVISORS	78.00
	64540 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	170.55
4540	DISTRIBUTION MAINTENANCE Total		<u>248.55</u>
510 WATER FUND Total			<u>116,661.06</u>
513 WATER DEPR IMPRV & EXTENSION FUND			
7330	WATER FUND DEP, IMP, EXT		
	717003 65515 WATER RESOURCES	WATER METERS & INSTALLATION	55,971.54
	717008 65515 DATA TRANSFER SOLUTIONS, LLC	VUEWORKS SOFTWARE LICENSING FOR 2017	8,936.50
	415450 65515 CHRISTOPHER B. BURKE ENGINEERING, LTD.	SHERIDAN RD-CHICAGO AVE. PHASE III ENG SRVCS	26,065.04
7330	WATER FUND DEP, IMP, EXT Total		<u>90,973.08</u>
513 WATER DEPR IMPRV & EXTENSION FUND Total			<u>90,973.08</u>
515 SEWER FUND			
4530	SEWER MAINTENANCE		
	62455 SEBIS DIRECT	UTILITY BILL PRINT & MAIL SERVICES	83.92
	64540 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	170.55
4530	SEWER MAINTENANCE Total		<u>254.47</u>
515 SEWER FUND Total			<u>254.47</u>
520 SOLID WASTE FUND			
4310	RECYCLING AND ENVIRONMENTAL MAIN		
	62390 LAKESHORE RECYCLING SYSTEMS	2018 CONDO REFUSE COLLECTION CONTRACT	35,250.00
	62415 GROOT RECYCLING & WASTE SERVICES	2018 RESIDENTIAL REFUSE COLLECTION CONTRACT	131,678.00
	62415 COLLECTIVE RESOURCE INC.	2018 PLASTIC FILM COLLECTION	261.00
4310	RECYCLING AND ENVIRONMENTAL MAIN Total		<u>167,189.00</u>
520 SOLID WASTE FUND Total			<u>167,189.00</u>
600 FLEET SERVICES FUND			
7705	GENERAL SUPPORT		
	64540 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	151.60
7705	GENERAL SUPPORT Total		<u>151.60</u>
7710	MAJOR MAINTENANCE		

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62355 CINTAS #22	WEEKLY UNIFORMS	325.78
62355 CINTAS CORPORATION #769	WEEKLY MAT SERVICE	537.26
64540 VERIZON NETWORKFLEET, INC.	JANUARY AVL INVOICE	170.55
65035 GAS DEPOT INC.	7,000 GALLONS B-11 WINTER BLEND	17,252.20
65035 GAS DEPOT INC.	7,000 GALLONS B-11 WINTERIZED	17,193.40
65035 GAS DEPOT INC.	7,000 GALLONS DIESEL	16,807.00
65035 GAS DEPOT INC.	7,012 GALLONS DIESEL	16,127.61
65035 GAS DEPOT INC.	7,999 GALLONS UNLEADED	16,881.89
65035 GAS DEPOT INC.	8,000 GALLONS UNLEADED	16,684.00
65060 R.A. ADAMS ENTERPRISES INC,	PWS-175 PUMP KIT	571.78
65060 BUCK BROTHERS, INC.	CREDIT	-256.80
65060 BUCK BROTHERS, INC.	SPROCKETS	899.66
65060 CITY WELDING SALES & SERVICE INC.	WELDING GASES	91.69
65060 CUMMINS N POWER, LLC.	COOLER	246.71
65060 CUMMINS N POWER, LLC.	EGR COOLER	1,293.73
65060 CUMMINS N POWER, LLC.	EGR VALVE	780.95
65060 CUMMINS N POWER, LLC.	TRUCK #720 EGR COOLER REPLACEMENT PARTS...PKNG	3,362.69
65060 CUMMINS N POWER, LLC.	WATER INLET TUBE	116.72
65060 DOUGLAS TRUCK PARTS	H7 BULBS	15.84
65060 DOUGLAS TRUCK PARTS	PLOW LIGHTS	413.32
65060 DOUGLAS TRUCK PARTS	WESTERN PLOW CONTROLLERS	693.75
65060 DUXLER TIRE & CAR CENTER	#13 TIRE BALANCE	60.00
65060 GROVER WELDING COMPANY	#923 REPAIR PLOW FRAME	348.36
65060 HAVEY COMMUNICATIONS INC.	#134 & 610 NEW LIGHTS	2,505.00
65060 HAVEY COMMUNICATIONS INC.	ECCO LIGHTS	193.60
65060 HAVEY COMMUNICATIONS INC.	PUSH BUMPER #40	319.00
65060 HAVEY COMMUNICATIONS INC.	TAMMERS	253.80
65060 HIGH PSI LTD.	POWER WASHER REPAIRS	389.10
65060 INTERSTATE BATTERY OF NORTHERN CHICAGO	BATTERIES	1,664.97
65060 INTERSTATE BATTERY OF NORTHERN CHICAGO	BATTERY	63.95
65060 KELLER HEARTT CO, INC.	MOBIL PEGASUS 805	872.85
65060 KUSSMAUL ELECTRONICS CO.	AC STATUS CENTER	326.36
65060 LEACH ENTERPRISES, INC.	DESICCANT FILTER	73.93
65060 LEACH ENTERPRISES, INC.	DESICCANT FILTERS	73.93
65060 LEACH ENTERPRISES, INC.	JUNCTION BOXES	59.04
65060 MONROE TRUCK EQUIPMENT	MOTOR	383.48
65060 MONROE TRUCK EQUIPMENT	PLOW CYLINDERS	655.40
65060 MONROE TRUCK EQUIPMENT	WORK LIGHTS PLOWS	230.32
65060 NORTH SHORE TOWING	#315 TOW TO FLEET GARAGE	282.50
65060 NORTH SHORE TOWING	#324 TOW TO FLEET GARAGE	350.00
65060 NORTH SHORE TOWING	#449 TOW TO MIDWEST TRANSIT	525.00
65060 NORTH SHORE TOWING	TOW #638 TO GOLF MILL FORD	175.00
65060 RUSSO POWER EQUIPMENT	SNOW PARTS	56.61
65060 SPRING ALIGN	#914 ALIGNMENT	99.95
65060 STANDARD EQUIPMENT COMPANY	GRAB HANDLES	156.89
65060 STANDARD EQUIPMENT COMPANY	HOPPER REPAIR	779.52
65060 UNITED PARCEL SERVICE	SHIPPING	3.80
65060 VERMEER MIDWEST	V-BELT & TENSIONER	882.83
65060 WARREN'S SHELL SERVICE	FUEL	128.45
65060 WHOLESALE DIRECT INC	LED RED LIGHTS	138.31
65060 ZARNOTH BRUSH WORKS, INC.	BOBCAT BROOM WAFERS	895.90
65060 ZARNOTH BRUSH WORKS, INC.	RUBBER SNOW PLOW BLADES	329.28
65060 WEST SIDE EXCHANGE	BATTERY #955	478.94
65060 WEST SIDE EXCHANGE	CLIP	146.40
65060 WEST SIDE EXCHANGE	ENGINE REPAIRS TO A JOHN DEERE ENGINE ON #661	3,288.42
65060 WEST SIDE EXCHANGE	REPAIR LOADER	727.66
65060 BURRIS EQUIPMENT CO.	#953 ANNUAL SERVICE	1,360.08
65060 TEREX UTILITIES, INC.	TRUCK #589 ANNUAL ANSI INSPECTION AND REPAIRS	4,522.33
65060 GLOBAL EMERGENCY PRODUCTS, INC.	#311 ANNUAL INSPECTION AND REPAIRS	2,553.01
65060 GLOBAL EMERGENCY PRODUCTS, INC.	#321 COMPRESSOR	4,905.78
65060 GLOBAL EMERGENCY PRODUCTS, INC.	COOLANT HOSES	187.57
65060 GLOBAL EMERGENCY PRODUCTS, INC.	EXPANSION VALVE	72.54
65060 GLOBAL EMERGENCY PRODUCTS, INC.	PRIMING VALVE	1,169.82
65060 GLOBAL EMERGENCY PRODUCTS, INC.	RECEIVER	303.02
65060 GLOBAL EMERGENCY PRODUCTS, INC.	REGULATOR	461.28
65060 GLOBAL EMERGENCY PRODUCTS, INC.	SHIPPING CHARGE FROM MARCH	22.25
65060 GLOBAL EMERGENCY PRODUCTS, INC.	WINDOW GLASS	435.28
65060 FOSTER COACH SALES, INC.	BATTERY CHARGER	136.50
65060 FOSTER COACH SALES, INC.	FILTERS	660.48
65060 ADVANCE AUTO PARTS	HYD FITTING	17.86
65060 SPEX HAND WASH	15 CAR WASHES	1,059.50
65060 TRIANGLE RADIATOR	CLEAN FILTERS	310.00
65060 ULINE	NITRILE GLOVES	310.28
65060 REINDERS, INC.	ADDITIONAL - MOWER 531 & 533 PARTS FOR SEASON	3,464.47
65060 REINDERS, INC.	CREDIT FOR FLEET	-394.59
65060 REINDERS, INC.	MOWER #531 AND 533 PARTS	2,946.34
65060 GOLF MILL FORD	#13 BRAKES	101.76
65060 GOLF MILL FORD	#634 EXHAUST REPAIR	159.98
65060 GOLF MILL FORD	621 INTAKE TUBE	93.55
65060 GOLF MILL FORD	BRACKET	61.72
65060 GOLF MILL FORD	COIL ASSY	448.32
65060 GOLF MILL FORD	HOSE	83.42
65060 GOLF MILL FORD	KNOBS	46.80
65060 GOLF MILL FORD	MIRROR	148.50
65060 GOLF MILL FORD	SEAT BUCKLE	306.84
65060 GOLF MILL FORD	SENSORS	302.72
65060 SUBURBAN ACCENTS, INC.	GRAPHICS	175.00
65060 ORLANDO AUTO TOP	SEAT REPAIR #46	650.00
65060 SIGLER'S AUTOMOTIVE & BODY SHOP, INC.	BODY REPAIRS TO EPS VEHICLE #63	2,877.50
65060 LAWSON PRODUCTS, INC.	FUSES	73.75
65060 LAWSON PRODUCTS, INC.	PLOW BOLTS	147.00
65060 LAWSON PRODUCTS, INC.	PLOW BOLTS & WASHERS	196.14
65060 CHICAGO PARTS & SOUND, LLC	BRAKE PARTS	1,301.77
65060 CHICAGO PARTS & SOUND, LLC	FAN & MOTOR	150.11
65060 CHICAGO PARTS & SOUND, LLC	ROTORS	4,735.06
65060 CHICAGO PARTS & SOUND, LLC	WIPER BLADES	256.12
65060 NEVARR INC	LABOR CHARGE #759	179.98
65060 MID-TOWN PETROLEUM ACQUISITION LLC DBA:	DEF 193 GALLONS	314.87
65060 APC STORES, INC., DBA BUMPER TO BUMPER	AIR FILTER	89.83
65060 APC STORES, INC., DBA BUMPER TO BUMPER	BALL MOUNT	56.58
65060 APC STORES, INC., DBA BUMPER TO BUMPER	CLAMPS	14.10
65060 APC STORES, INC., DBA BUMPER TO BUMPER	CONNECTORS	17.67
65060 APC STORES, INC., DBA BUMPER TO BUMPER	FILTERS	767.50
65060 APC STORES, INC., DBA BUMPER TO BUMPER	FUEL FILTER	81.75
65060 APC STORES, INC., DBA BUMPER TO BUMPER	FUSES	24.54
65060 APC STORES, INC., DBA BUMPER TO BUMPER	HOSE CONNECTORS	106.55
65060 APC STORES, INC., DBA BUMPER TO BUMPER	HYD FITTING	299.62
65060 APC STORES, INC., DBA BUMPER TO BUMPER	HYD FITTINGS	285.66
65060 APC STORES, INC., DBA BUMPER TO BUMPER	HYDRAULIC FITTINGS	252.49
65060 APC STORES, INC., DBA BUMPER TO BUMPER	LIGHT BOXES	104.36
65060 APC STORES, INC., DBA BUMPER TO BUMPER	OIL AND SEALER	11.08

CITY OF EVANSTON
BILLS LIST
PERIOD ENDING 02.27.2018

65060 APC STORES, INC., DBA BUMPER TO BUMPER	OIL FILTER	51.28
65060 APC STORES, INC., DBA BUMPER TO BUMPER	PIGTAILS & LAMPS	288.56
65060 APC STORES, INC., DBA BUMPER TO BUMPER	REAR WIPER BLADES	69.90
65060 APC STORES, INC., DBA BUMPER TO BUMPER	SPLIT LOOM	68.00
65060 APC STORES, INC., DBA BUMPER TO BUMPER	STARTER #541	182.99
65060 APC STORES, INC., DBA BUMPER TO BUMPER	STARTER FLUID	50.28
65060 APC STORES, INC., DBA BUMPER TO BUMPER	SWITCHES	23.96
65060 APC STORES, INC., DBA BUMPER TO BUMPER	WIPER BLADES	179.70
65060 APC STORES, INC., DBA BUMPER TO BUMPER	WIPER TUBING	18.00
65060 THE CHEVROLET EXCHANGE	PLOW CONTROLLERS	1,278.00
65060 THE CHEVROLET EXCHANGE	PLOW LIGHTS P/S	248.00
65060 THE CHEVROLET EXCHANGE	PLOW P/S HEAD LAMPS	803.24
65060 RUSH TRUCK CENTERS OF ILLINOIS, INC	BREATHERS	41.67
65060 RUSH TRUCK CENTERS OF ILLINOIS, INC	FILTER	164.50
65060 RUSH TRUCK CENTERS OF ILLINOIS, INC	HEATER CORE	540.00
65060 RUSH TRUCK CENTERS OF ILLINOIS, INC	MIRROR BRACKET	46.90
65060 RUSH TRUCK CENTERS OF ILLINOIS, INC	MIRROR BRACKETS	407.60
65060 RUSH TRUCK CENTERS OF ILLINOIS, INC	STARTER #315	255.00
65060 RUSH TRUCK CENTERS OF ILLINOIS, INC	STEERING WHEEL HORN PAD	115.00
65060 RUSH TRUCK CENTERS OF ILLINOIS, INC	TANK CABLES	108.04
65065 WENTWORTH TIRE SERVICE	2018 NEW TIRE PURCHASES	3,016.52
65065 WENTWORTH TIRE SERVICE	CREDIT	-666.21
65065 WENTWORTH TIRE SERVICE	NEW TIRES	2,887.34
65065 WENTWORTH TIRE SERVICE	RECAP TIRES	1,544.00
65065 WENTWORTH TIRE SERVICE	TIRE SERVICE	1,049.50
65085 DENNIS R LAWRENCE	REIMBURSEMENT: 2018 TOOL ALLOWANCE	800.00
7710 MAJOR MAINTENANCE Total		<u>181,106.49</u>
600 FLEET SERVICES FUND Total		<u>181,258.09</u>
601 EQUIPMENT REPLACEMENT FUND		
7780 VEHICLE REPLACEMENTS		
62402 NISSAN MOTOR ACCEPTANCE CORPORATION	FEBRUARY LEASE PAYMENT	309.14
62402 NISSAN MOTOR ACCEPTANCE CORP	FEBRUARY LEASE PAYMENT	618.30
7780 VEHICLE REPLACEMENTS Total		<u>927.44</u>
601 EQUIPMENT REPLACEMENT FUND Total		<u>927.44</u>
605 INSURANCE FUND		
7800 RISK MANAGEMENT		
780001 62130 ROBBINS SCHWARTZ NICHOLAS LIFTON & TAYLOR	BILLING THROUGH 1/31/2018	6,333.43
62615 THE OWENS GROUP, INC.	INSURANCE RENEWAL WC AND CRIME POLICY	160,090.00
7800 RISK MANAGEMENT Total		<u>166,423.43</u>
7801 EMPLOYEE BENEFITS		
66054 SENIORS CHOICE	SENIORS CHOICE MONTHLY INVOICE	1,661.36
7801 EMPLOYEE BENEFITS Total		<u>1,661.36</u>
605 INSURANCE FUND Total		<u>168,084.79</u>
Grand Total		<u>1,296,922.57</u>

CITY OF EVANSTON
 BILLS LIST
 PERIOD ENDING 02.27.2018

ACCOUNT NUMBER	SUPPLIER NAME	DESCRIPTION	AMOUNT
SUPPLEMENTAL BILLS LIST ATTACHMENT			
INSURANCE			
VARIOUS	VARIOUS	WORKERS COMP	24,557.29
VARIOUS	VARIOUS	WORKERS COMP	<u>70,926.82</u>
			95,484.11
SEWER			
7621.68305	IEPA	LOAN DISBURSEMENT SEWER FUND	<u>128,528.36</u>
			128,528.36
			<u>224,012.47</u>
		Grand Total	<u>1,520,935.04</u>

PREPARED BY _____ DATE _____

REVIEWED BY _____ DATE _____

APPROVED BY _____ DATE _____



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: Erika Storlie, Interim Community Development Director
Sarah Flax, Housing and Grants Administrator
Savannah Clement, Housing Policy and Planning Analyst

Subject: Pilot Landlord Rehabilitation Assistance Program

Date: February 20, 2018

Recommended Action:

Staff recommends City Council approval of a Pilot Landlord Rehabilitation Assistance Program to support improvements and repairs for rental units that are committed to be rented to households earning 60% of AMI. The proposed program budget is \$200,000 for the 2018 fiscal year and will be provided from the Affordable Housing Fund.

Funding Source:

Affordable Housing Fund, 250.21.5465.65535. The Affordable Housing Fund has a current uncommitted cash balance of approximately \$800,000.

Livability Benefits:

Built Environment: Support housing affordability; provide compact and complete streets and neighborhoods; and

Equity & Empowerment: Ensure equitable access to community benefits, and support poverty prevention and alleviation.

Discussion:

At its meeting on January 8, 2018, the Administrative and Public Works Committee directed staff to develop a pilot rehabilitation assistance program for local landlords who currently provide rental units at affordable rates but need funds to improve their properties.

The Landlord Rehabilitation Assistance Program (LRAP) is a forgivable loan program based on the Economic Development Division's Storefront Modernization Program. The program would provide eligible participants with funding for 50% of the project costs, upon the completion of their approved building rehab work, up to \$50,000. Participants are responsible for submitting billing and payment requests to the City. The participant will be responsible for 50% of all payments to all contractors, material suppliers, and

vendors. The City will provide the remaining 50%. However, the City will not make payments of less than \$10,000, unless the payment is for the project's final bill. Applicants that have received assistance from this program within the last ten years are not eligible for funding.

As with the Storefront Modernization Program, funding assistance provided through LRAP will be in the form of a forgivable loan. The affordability period, or term, of the forgivable loan will be contingent on the amount of the loan. For loans under \$10,000, the term is ten years; for loans between \$10,000 and under \$25,000, the term is 15 years; and for loans between \$25,000 and \$50,000, the term is 20 years. If the rehab work is for one unit, then the affordability terms will only apply to that unit. If the rehab work is for something that affects the whole building, such as roof work or HVAC systems, then the entire building is subject to the affordability terms. Landlords will be required to submit annual compliance reports for the duration of their forgivable loan's terms in order to ensure the building or unit(s) maintains affordability.

In addition, all projects completed through this program must conform to the City of Evanston Property Rehabilitation Standards for the HOME Investment Partnerships Program/Community Development Block Grant (attached). These standards provide guidelines for increased energy efficiency, eradication of environmental hazards such as lead-based paint, and accessibility.

Staff recommends that the Housing and Homelessness Commission review applications and provide a recommendation to the Administration & Public Works Committee of the City Council for review and final approval by City Council.

More details on the pilot program can be found in the attached draft program guidelines. Based on feedback from the City Council, staff will finalize the draft program guidelines, develop a program agreement (similar to the Storefront Modernization Program), and provide publicly for application by landlords on or before May 1, 2018.

Prior to the conclusion of 2018, staff will return with an update on the progress of the program and seek direction on its continued use in 2019.

Attachments:

- Draft Landlord Rehabilitation Assistance Program Guidelines
- City of Evanston Property Rehabilitation Standards for the HOME Investment Partnerships Program/Community Development Block Grant

City of Evanston Landlord Rehabilitation Assistance Program



Program Guidelines

COMMUNITY DEVELOPMENT DEPARTMENT
HOUSING & GRANTS DIVISION
2100 RIDGE AVENUE, EVANSTON, ILLINOIS 60201
847-448-4311 | WWW.CITYOFEVANSTON.ORG

Program Purpose and Overview

The purpose of the Landlord Rehabilitation Assistance Program (“the Program”) is to maintain existing affordable housing throughout the city by providing financial assistance to local landlords. The Program is for landlords that own and manage affordable rental units in Evanston.

Program participants are eligible to receive City funding upon the completion of their approved rehabilitation work (“the Project”). The funding is in the form of a loan, forgivable over a specified time year period that is contingent on the loan amount. Applicants seeking funding for building improvements are eligible for up to 50% of the total project cost, for a maximum amount of \$50,000 in City funding. Applicants that have received assistance from this Program within the last ten years are not eligible for funding.

The Program is managed and administered by the Housing and Grants Division of the Community Development Department.

Eligibility Criteria

Eligible participants of the Program include rental property owners with income qualified tenants in the building or unit(s) being rehabbed. A property owner of affordable rental units must:

- Be current on all fees and taxes owed to the City of Evanston;
- Be in good standing with the City regarding code violations and inspections;
- Have income qualified tenants that are at or below 60% of area median income at initial occupancy; and
- Re-certify household incomes on annual basis to ensure that they are at or below 80% AMI after initial occupancy.

The needs of the property will be evaluated and rehabilitation project specifications will be prioritized to address the following conditions, listed in order of priority:

1. Code Violations and Life-Safety Needs: These items are included in the City of Evanston’s housing code, building code and rehabilitation standards, oftentimes the building owner may have been given a written notice of a violation by the City’s Building Department of Property Standards Division.
 - Life threatening conditions
 - Health and safety items
 - Items which alleviate a physical hardship for disabled or elderly tenants, such as egress ramps, grab bars, mobility modifications to kitchen and baths, etc.
2. Incipient code violations: These items include those elements which will lengthen the useful life of the structure, but are not yet an immediate threat to the occupants or the structure.
3. Energy and resource conservation: These items are directly related to the conservation of energy and resources by upgrading the dwelling’s thermal protection, installing water saving fixtures, installing energy-efficient furnaces or other major mechanical equipment, and/or window replacement. These items are to conform to the Department of Housing and Urban Development’s “Initiative on Energy Efficiency in Housing.”

Rehabilitation activities which are generally eligible are replacement of major building components (roof, HVAC, plumbing, electrical, etc.) that are no longer functioning, replacement of windows and/or doors that are not safe and do not properly secure the home, modernization of kitchens and bathrooms, and interior/exterior property preservation (such as painting, siding, tuck pointing, soffit and fascia repair or replacement, etc.). All Projects completed through this Program must conform to the City of Evanston Property Rehabilitation Standards for the HOME Investment Partnerships Program/Community Development Block Grant.

Basic maintenance, including cleaning and repainting of units before being leased, and beautification, whether interior or exterior, would not be eligible expenses unless necessary to return the property to its condition after other eligible work described above has been performed. Creation of new or additional habitable space is not allowed as part of the scope of work.

Once the work specifications are agreed upon, the landlord will be responsible for soliciting a minimum of three (3) construction bids, with a preference for local MWEBE contractors, for all work. The landlord has the ultimate responsibility for selection of the contractor. If the lowest responsible bid is not accepted, the landlord must provide a justification for using another contractor.

Throughout the duration of the forgivable loan, the landlord will be required to submit annual compliance reports to the City in order to ensure the building or unit(s) remains affordable. If the landlord maintains compliance with the affordability restrictions for the life of the loan, the loan will be forgiven and the City's lien will be released from the property.

Landlord Rehabilitation Assistance Program Administration

The Program provides participants the opportunity to receive funding of up to 50% of the total Project costs, upon approval and completion of rehabilitation work for the Project, up to an approved amount of less than or equal to \$50,000. Participants are responsible for submitting billing and payment requests to the City. The participant shall pay 50% of the bill for completed work on the Project, and the City will pay the balance. The City shall not make payments of less than \$10,000, unless the payment is for the Project's final bill.

Funding Source(s): Projects will be funded through: The City's Affordable Housing Fund.

Payment/Forgivable Loan: The funding is in the form of a loan, forgivable over a specified time period contingent on the loan amount, as follows:

- Under \$10,000: 10-year affordability term
- Between \$10,000 and under \$25,000: 15-year affordability term
- Between \$25,000 and up to \$50,000: 20-year affordability term

If the rehab work is for one unit only, then the affordability terms would apply to that unit. If the rehab work is for the building as whole, such as roofing, HVAC, etc., then the entire building is subject to the affordability terms.

Terms & Conditions

In accordance with the Program Guidelines, the City of Evanston will provide financial assistance up to the approved amount of a project at no more than half of the total project cost. The funding will come in the form of a loan forgivable over the time period specified above.

Any draws paid by the City of Evanston pursuant to this program shall not be made until all work has been approved by the City. Additionally, all payments for said work must be made to directly to the contractors, material suppliers, and vendors. Participants of the Program must submit to the City of Evanston itemized invoices detailing work completed and materials purchased. Such invoices shall include proof of payment to all contractors, suppliers, and vendors. Documentation must be submitted within 45 days of project completion. The participant shall also submit unconditional lien releases and other documentation as required by this Program. **The participant is responsible for 50% of all payments to all contractors, material suppliers, and vendors.**

Any draws paid by the City of Evanston pursuant to this Program constitute loans made to the participants. Said loans will be forgiven, as described in the Program Agreement, however, if the property owner or successor-in-interest assumes the participant's obligations of the Program Agreement pursuant to a City-approved assignment and assumption agreement, and continues to house income qualified tenants in the rehabilitated property and maintain the improvements for a specified period time period (10, 15, or 20 years) from the date the program agreement is signed without removing or significantly altering the Improvements, as determined by the City of Evanston in its sole discretion.

If the property owner sells the property owner or fails to maintain affordability through the life of the forgivable loan, the remaining share of the loan (prorated on a monthly basis) shall become due, plus three percent (3%) interest per annum payable to the City of Evanston is due within thirty (30) calendar days, unless the succeeding property owner or business owner (i) assumes the obligations of the Program Agreement pursuant to a City of Evanston approved assignment and assumption agreement, and (ii) does not make any changes to the property resulting in the removal of significant alteration to the Improvements, and maintains the Improvements for the specified time period in the loan (10, 15 or 20 years) from the date of the last payment made by the City for the Project. The prorated amount due will be obtained by multiplying the original loan amount times the percentage obtained by dividing the number of months remaining in the loan's time period that commences on the month that the program agreement is signed and ends, which is the total number of months in the loan period.

Prevailing Wages: Projects utilizing Affordable Housing Funds are not required to comply with federal Davis-Bacon Prevailing Wages or State of Illinois Prevailing Wages.

Project Completion: Projects must be completed within 180 business days of receiving the Notice to Proceed by the City.

Property Taxes and Liens: Property taxes must be current, and participants may have no debts in arrears to the City when the Commitment Letter is issued. The property must also be clear of all other non-debt related liens.



City of
Evanston[™]



City of Evanston Property Rehabilitation Standards

HOME Investment Partnerships Program/CDBG



City of Evanston

City of Evanston Property Rehabilitation Standards

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1. ADMINISTRATION

A. Introduction

The City of Evanston Property and Rehabilitation Standards (PRS) are designed to provide a standard framework for single-family housing (1-4 units) rehabilitation projects that are funded under the City of Evanston's HOME Investment Partnerships Program and Community Development Block Grant Program (CDBG). All funded entities and/or subrecipients receiving funds from the City shall adopt and agree to abide by these standards.

Staff members of City-funded entities shall therefore use this document to:

- Implement the City's priorities (see City of Evanston Consolidated Plan)
- Define the scope of work for each project
- Develop project work write-ups
- Assure required compliance with regulations
- Provide standards for quality, performance and durability

B. Applicable Codes, Regulations, Standards and Guidelines

These codes, regulations, standards and guidelines are hereby referenced as a part of the PRS:

- 1) The 2012 International Property Maintenance Code
- 2) State and local Building Codes, Zoning Codes and ordinances
- 3) The International Energy Conservation Code
- 4) The Uniform Physical Condition Standards (UPCS) of the Department of Housing and Urban Development
- 5) Manufacturers' Standards and Installation Instructions
- 6) Residential Construction Performance Guidelines for Professional Builders and Remodelers
- 7) Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings
- 8) Regulation on Lead-Based Paint Hazards in Federally-Owned Housing and Housing Receiving Federal Assistance
- 9) The EPA Renovation, Repair and Painting Program Final Rule (RRP)
- 10) Residential Remodeling and Universal Design: Making Homes More Comfortable and Accessible
- 11) Uniform Federal Accessibility Standards (UFAS) and Illinois Accessibility Code (Note: Check applicability to single-family)
- 12) HUD Maintenance Guidebook #7 – Termite, Insect and Rodent Control
- 13) Uniform Federal Accessibility Standards or ANSI A117-1
- 14) The Materials and Methods Standards adopted by each subrecipient as per 24 CFR 92.251(b)(i)
- 15) Other standards as referenced in the text of the PRS

C. Categorization and Prioritization of Work

The Property and Rehabilitation Standards seek to set priorities for the scope of work to be completed in the rehabilitation of houses. The following definitions shall apply:

Shall: Means that the work related to this item must be done

Should: Means that, when economically feasible, work related to this item will be done

May: Means that, when economically feasible, work related to this item can, but will not necessarily, be done

Shall not: Designates items of work prohibited from being done

D. Minimum Property Standard

All rehabilitated properties shall, after rehabilitation, comply with the minimum requirements of the 2012 International Property Maintenance Code and the Uniform Physical Condition Standards (UPCS) of the Department of Housing and Urban Development. Provisions of the PRS shall supersede the Property Standard where more stringent, or protective, or in disallowance of work as ineligible. At no time shall a standard, specification or code be permitted that is less stringent than the minimum property standard hereby adopted. Repairs made as a part of the rehabilitation shall have a life expectancy of at least 5 years with a goal life expectancy of 15 years. Installations completed during the course of rehabilitation shall have a life expectancy of 15 or more years.

For rental housing, upon project completion, each of the following major systems must have a remaining useful life for a minimum of 15 years or the major systems must be rehabilitated or replaced as part of the rehabilitation work: structural support; roofing; cladding and weatherproofing (e.g., windows, doors, siding, gutters); plumbing; electrical; and heating, ventilation, and air conditioning.

E. Code Compliance

All work shall be done in compliance with the City of Evanston Building and Zoning Codes, and any other applicable ordinances.

Permits shall be obtained as required by the City and permitted work shall be inspected and approved by the City or its designee. Documentation of permits, inspections and approvals shall be maintained in the Subrecipient's property case file for each project and submitted upon request to the City.

F. Suitability for Rehabilitation

Substandard dwellings that cannot be brought into compliance with these Property and Rehabilitation Standards and applicable code requirements shall be deemed not suitable for rehabilitation and shall not be rehabilitated. If the after rehab value of the assisted property is determined to exceed 95% of the median purchase price for the area as published by HUD, the property shall be considered not suitable for rehabilitation for non-compliance with 92.254 of the HOME regulation.

G. Enforcement

Any subrecipient, beneficiary, developer or contractor funded under the any of the applicable programs is contractually obligated to comply with the provisions of the PRS and failure to comply shall be considered a violation of the written agreement, loan agreement or contract and may result in termination of funding and repayment of funds expended.

2. WORK REQUIRED, ALLOWED AND PROHIBITED

A. Substandard Conditions and Allowed Improvements

Each item of work conducted under the City’s programs shall contribute to one or more of the following priorities, and items that do not contribute to one or more of the following priorities shall not be done. Conditions, the addressing of which contribute to achieving the following, shall be or should be considered to be substandard conditions, depending upon their seriousness and status of compliance with the applicable codes, standards and guidelines.

Priority 1 – Shall be addressed immediately.

- a. Life threatening deficiencies (Procedures yet to be defined – see code definition of “imminent danger”)

Priority 2 – Deficiencies shall be remediated by the rehabilitation.

- a. Meet all applicable code requirements for existing residential structures and the rehabilitation work conducted upon them.
- b. Control or eliminate lead hazards
- c. Treat incipient conditions which will result in deficiencies within 5 years.
- d. Install disaster mitigation improvements (yet to be defined- See Durability by Design, 8.2 Recommended Practices, HUD PD & R 2002))
- e. Protect health and safety of occupants and make the unit a “Healthy Home”
- f. Improve accessibility to permit use by a person with a disability

Priority 3 – Should be remediated and shall be remediated to the extent that project funding allows before addressing Priority 4 items.

- a. Enhance energy efficiency
- b. Protect and extend the life expectancy of the dwelling

Priority 4 – Discretionary housing improvements may include modest amenities and aesthetic features if funding is sufficient. Examples include, but are not limited to:

Improvements to the street presence (appearance) of the property, improving low (but adequate) water pressure, cracked window glass not posing a safety hazard, replacement of worn flooring, installation of all-weather driveway, repair of defective paint in post-1978 homes, replacement of worn countertops, replacement of non-functioning appliances, fencing for defensible space.

Discretionary housing improvements shall be in keeping with housing of a similar type in the community and must avoid luxury improvements. (See B below)

B. General Prohibited Work / Ineligible Items

Examples of prohibited work/ineligible items include, but are not limited to the installation of:

All materials, fixtures or equipment of a type or quality exceeding that customarily used on properties of the same general type as the property to be rehabilitated or reconstructed or built; reimbursement for an owner's labor; room additions (unless required to comply with occupancy limitations at IPMC Section 404); purchase, installation or repair of furnishings; demolition that does not improve the structure or remediate a deficiency or unsafe condition; free standing concrete block walls; interior wood paneling; bookcases; barbeque pits/outdoor fireplaces; bath houses; swimming pools; dumbwaiters; greenhouses; photo murals; kennels; ceiling fans; new installation or repair of TV antennas; tennis courts; valances, cornice boards, and drapes; saunas and hot tubs; flower boxes; and installation of greenhouse windows.

Abandonment, repair or replacement of the above mentioned items is permissible as only required to mitigate a life safety risk, if disturbed during rehabilitation, or if required, per code, or to comply with these Property and Rehabilitation Standards.

3. QUALITY

A. Material Quality

New material of appropriate quality, meeting the requirements of referenced codes, standards and guidelines or codes in force in the jurisdiction, and meeting the specifications of the nationally recognized authority for the type of material, shall be used. The funded entity shall specify the appropriate material in the work write-up and specifications and materials and methods standards. Used material shall not be installed unless specified in the work write-up and approved by the property owner and by the funded jurisdiction prior to installation. Equipment and materials shall comply with the work write-up, materials and methods specifications and the Manufacturer's Standards.

B. Work Quality Performance

Work quality shall conform to work write-ups and materials and methods specifications, which shall require compliance with Manufacturer's Standards and Installation Instructions. The level of quality for the product installations delivered shall meet or exceed the "Residential Construction Performance Guidelines for Professional Builders and Remodelers," Fourth edition or later.

4. LEAD-BASED PAINT HAZARD ELIMINATION

All residential properties subject to Title X and 24 CFR Part 35, HUD's "Regulation on Lead-Based Paint Hazards in Federally Owned Housing and Housing Receiving Federal Assistance", shall be rehabilitated in accordance with that regulation and the Illinois Lead Poisoning Prevention Code, 410 ILCS Part 845. All work on properties subject to the EPA Renovation, Repair and Painting Final Rule, 40 CFR 745, shall be rehabilitated in compliance with those rules. (See Section 16 below regarding accessory structures and outbuildings.)

A. Risk Assessment

For all properties subject to the lead regulations, in accordance with 24 CFR Part 35, a risk assessment and lead-based paint inspection shall be conducted, which shall identify lead-based paint and hazards on the entire site including, but not limited to, accessory structures and play areas. Any risk assessment shall be performed by an Illinois State Certified Risk Assessor in accordance with the requirements and guidelines found in Chapter 5 of the HUD Handbook – "Guidelines for the Evaluation and Reduction of Lead-Based Paint Hazards in Residential Housing".

B. Work Practices and Occupant Protection

A Work Practice and Occupant Protection Plan shall be produced for each subject property in accordance with 77 IAC 845.255. When occupants are present in a property, occupants shall be temporarily,

voluntarily relocated as required in the HUD regulation. With some exceptions, the occupants shall be temporarily relocated before and during lead hazard reduction activities to a suitable, decent, safe and similarly accessible dwelling that does not have lead hazards. Occupants shall be allowed to remain in place only if they will be protected during their continued occupancy in accordance with the Work Practice and Occupant Protection Plan, which shall include a project time schedule and floor plans describing required containment areas, and which shall be submitted by the contractor and shall be approved by the Risk Assessor and the Rehabilitation Specialist, and acknowledged by the property owner and occupants before any work begins.

C. Security

When occupants are relocated, measures appropriate to maintaining the security of the property may be incorporated into the project.

D. Clearance

Prior to re-occupancy, clearance examinations shall be performed by qualified personnel and final clearance shall be achieved as required by the HUD and Illinois regulations. (77 IAC 845.295)

5. HISTORIC PRESERVATION

The rehabilitation of dwellings subject to the Section 106 review process of 36 CFR Part 800 and located within a residential historical district, or listed on the National Register of historic places, or locally landmarked, shall comply with the findings and recommendations of any pertinent historic preservation public body recognized or established by the local municipal jurisdiction in which the City-assisted property is located. Rehabilitation work shall be guided by the U.S. Department of the Interior's, "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings."

6. FLOOD PLAIN MANAGEMENT

The rehabilitation of flood-prone residential structures shall comply with applicable federal, state and local regulations and laws. The rehabilitation of dwellings located in a floodplain in jurisdictions participating in the Flood Protection Management System shall comply with the applicable Federal Emergency Management Agency regulations and the "Design Manual for Retrofitting Flood-Prone Residential Structures", or design standards determined by the local certified community.

7. ACCESSIBILITY AND UNIVERSAL DESIGN

A. Accommodation of Resident's Needs

Modifications to accommodate the needs of residents with respect to accessibility and safety shall be made to the extent feasible and as limited by the configuration and construction of the property. Fire sprinklers shall be installed in homes for wheelchair-bound populations when economically feasible.

B. Modifications

All architectural elements newly built, modified, replaced or installed in the course of rehabilitation should, to the extent feasible, be in conformance with the precepts of Universal Design, as described in the HUD publication, “Residential Remodeling and Universal Design: Making Homes More Comfortable and Accessible”. Modifications made to improve accessibility should meet or exceed the requirements set forth in the Uniform Federal Accessibility Standards or ANSI A117.1.

C. Levels

One of the following levels of accessibility may be met, dependent upon the clients’ physical needs and financial resources:

Visitability:

- 1) No-step entry
- 2) Adequate doorways
- 3) Usable bathroom

Usable Home: If requested by a physically disabled occupant, home shall meet this level of accessibility when funding is available:

- 1) Accessible route into and through the dwelling unit
- 2) Accessible switches, outlets and controls
- 3) Reinforced walls for grab bar installation
- 4) Usable kitchens
- 5) Ground floor bedroom

Full Accessibility:

- 1) Wheelchair turning space in kitchen, bath and hall areas
- 2) Doors – maximize space and lever hardware throughout
- 3) Kitchen – accessible to wheelchair bound
- 4) Bathroom fixtures per universal design standard
- 5) Accessible controls in all areas
- 6) Communication devices in bath and at front and rear door

8. PEST MANAGEMENT

All required extermination of pests and vermin should be carried out by a pest management professional using the precepts of integrated pest management as outlined in the publications, “Guidance in Integrated Pest Management” from the U.S. Department of Housing and Urban Development and the HUD “Maintenance Guidebook #7 – Termite, Insect and Rodent Control.” Extermination activities shall minimize the use of poisons and pollutant substances within the living environment.

9. FIRE PROTECTION AND SMOKE ALARMS

All fire protection systems and devices shall be maintained in operable condition.

A. Smoke Alarms

Smoke alarms shall be installed in accordance with the International Residential Code, Section R313 Smoke Alarms or the requirements of the code in force in the local jurisdiction where its requirements are more protective. Smoke alarms shall receive primary power from the building wiring and shall have battery backup. Multiple smoke alarms shall be interconnected, such that activation of any one alarm will activate all others. Smoke alarms shall, at a minimum, be installed in the following locations:

- 1) On each story including basement and cellar
- 2) Alarms are not required in unfinished attics and crawlspaces
- 3) Outside of each bedroom
- 4) In each bedroom

Exceptions: Battery operated smoke alarms may be installed, and existing smoke alarms are not required to be interconnected, in existing areas of buildings where repairs do not disturb interior finishes, unless wires may be run through an attic or other space without disturbing interior surfaces.

When a dwelling is occupied by any hearing impaired person, smoke alarms shall have an alarm system designed for hearing impaired persons in accordance with NFPA 72 (or Successor Standards)

B. Foam Plastic, Flame Spread and Smoke Density

Foam plastic materials, walls and ceiling finish materials and insulation materials that have a flame-spread classification greater than 200, or a smoke-developed index greater than 450, shall not be installed during construction, rehabilitation, or repair, as outlined in the International Residential Code, Section 315. Where these types of materials exist, they shall be covered with safe materials or removed and replaced. (Note: This section may not pertain to conditions commonly found)

10. ENERGY CONSERVATION

- a) Each assisted dwelling unit should be made more energy efficient.
- b) Energy evaluation shall be conducted either by a local program representative, using the Applicable Project Recommendations and the Home Energy Saver calculation of the HUD Energy Efficient Rehab Advisor available at www.rehabadvisor.pathnet.org, or by a qualified Energy Evaluator using an equivalent or more detailed analytic system.
- c) Energy conservation measures evaluated to have a payback period of 5 years or less shall be accomplished to the maximum extent feasible and as limited by available funding and the existing construction in accordance with the International Energy Conservation Code.
- d) Equipment, appliances, windows, doors and appurtenances replaced during rehabilitation shall be replaced with Energy Star qualified products.
- e) All heating and cooling systems shall undergo system-specific maintenance and all fuel burning heating systems shall undergo system-specific maintenance and combustion efficiency analysis.
- f) Heating and cooling equipment over 15 years old, or which cannot be repaired to a condition having a life expectancy of at least 5 years, shall be replaced. Replacement heating and/or cooling systems shall be properly sized as evidenced by completion of ACCA/ANSI Manual J® or an equivalent sizing calculation tool. Replacement gas-fired forced air furnaces shall be 90% or more efficient and shall be of two-pipe design drawing combustion air from the exterior.
- g) All air ducts shall be tightly sealed where accessible.
- h) Heating or cooling supply runs through unconditioned space shall be avoided and, when present, should be rerouted. When runs through unconditioned space are present, in a condition where they must remain in unconditioned space, they shall be insulated.
Installed lighting fixtures shall be of the compact fluorescent or similarly energy efficient type.
Bulbs replaced in existing fixtures should be of the compact fluorescent or LED type.

11. ENVIRONMENTAL QUALITY

The scope and conduct of rehabilitation of each dwelling unit shall take into consideration the improvement and maintenance of satisfactory and healthy air quality within the unit.

- a) Carbon monoxide alarms shall be installed in residential units where fossil fuels are combusted, and residential units with attached garages. Carbon monoxide alarms installed as per manufacturers' recommendations shall be present in such dwelling units within 15 feet of each room used for sleeping as per 430 ILCS 135. Carbon monoxide alarms should be present or installed on each floor of the dwelling, may be installed in each bedroom, or in accordance with local code where requirements are more protective. Alarms should receive primary power from the building wiring. When installed in combination with interconnected smoke alarms, they shall be hardwired and interconnected with the smoke alarms.

- b) In any planned work area where it is suspected that friable asbestos may exist or be disturbed, rehabilitation work shall not be conducted until a determination is made by properly licensed firms, and trained or accredited persons. Such work shall be conducted in a manner which complies with applicable asbestos laws and regulations. Remediation shall be accomplished as required by the assessment.
- c) Each assisted dwelling unit shall be tested for radon. Testing may be done by a licensed radon measurement professional or the property owner. When testing is performed by the property owner, instructions for testing using short-term testing devices shall be provided by the rehabilitation program. The property owner shall perform short-term measurement carried out in accordance with the instructions of the device manufacturer. The short-term test shall be carried out in accordance with IAC Title 32, Part 422, Section 422, Appendix B, Recommended Testing strategy for Measurements in Buildings Involved in Real Estate Transactions. If the test result is less than 4pCi/L, remediation is not required and the property owner shall be advised to re-test in two years. If the test result exceeds the recommended action level, currently 4pCi/L, remediation by a licensed radon mitigation specialist shall be performed to meet or exceed the requirements of the International Residential Code, Appendix F.
- d) Any presence of mold is unacceptable and shall be addressed per the National Center for Healthy Housing protocol “Creating a Healthy Home” at http://www.nchh.org/Portals/o/Contents/FloodCleanupGuide_screen_.pdf
- e) Water infiltration and dampness shall be eliminated. Elements of the building envelope and site drainage shall shed water and shall provide drainage to a suitable location. Sources of excess moisture and condensation within the building envelope shall be mitigated.
- f) Mechanical ventilation to remove excess moisture and indoor pollutants from the living spaces may be installed.
- g) Installations shall use paperless gypsum board or cement board at all potentially damp areas to prevent mold.
- h) Installed flooring shall be of a type with low or no off-gassing such as concrete, ceramic tile, Forest Stewardship Council (FSC) certified wood flooring, or bamboo with low urea formaldehyde content in its binders.
- i) Installation of carpeting should be minimized. Installed carpeting should be of a type with low VOC content and recyclable fiber and backing content.
- j) Onsite building materials shall be protected from rain and moisture to prevent mold growth.

12. WATER CONSERVATION

All plumbing fixtures, faucets and accessories replaced in the course of rehabilitation shall bear the EPA WaterSense® label. Where faucets, spray devices, shower heads and similar fittings remain in place, they

shall be retrofitted with a WaterSense® labeled aerator, laminar flow device or spray device. These requirements are subject to the availability of appropriate products as listed at http://www.epa.gov/watersense/product_search.html

13. STREET PRESENCE OF THE PROPERTY

Amenities of a non-luxury nature, enhancing the street presence of the property, may be installed. When installed, documentation that such amenities are comparable to unassisted homes in the market area, shall be a part of the Subrecipient's project file.

- a) The exterior of the property should present a positive street presence, contributing to the quality of the neighborhood. Work necessary to achieve a positive street presence should be accomplished. When repainting of the property is required, it should be painted in a non-monochromatic color scheme, as selected from a recommended palette of the paint manufacturer, consistent with the neighborhood character.
- b) Accessory structures and fixtures on the property should be an asset to the street presence of the property, or should be refurbished to a condition such that they shall be an asset or should be removed. (See 16 below)
- c) Existing landscaping elements should undergo maintenance, trimming, pruning, refurbishing, removal or replacement to a condition that makes them asset features of the property providing a positive street presence.
- d) Plantings to shade paved areas for environmental improvement should be considered.

14. ON-SITE SEWAGE SYSTEMS

All plumbing fixtures shall be connected to an approved sewage disposal system. All private sewage systems shall be tested to ensure that they are properly and adequately functioning. If problems exist, they shall be corrected in compliance with the Illinois Private Sewage Disposal Licensing Act and Code, and the Public Health Ordinance for Lake County. Each such system shall be individually assessed with respect to cost and its impact upon project feasibility.

15. PRIVATE WATER SYSTEMS

Private water systems shall be approved and shall be tested for contamination. Water samples shall be properly taken and tested for common contaminants by an approved testing laboratory. Unhealthful contamination and system defects shall be remediated. Each such system shall be individually assessed with respect to cost and its impact upon project feasibility.

16. ACCESSORY STRUCTURES AND OUTBUILDINGS

All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair as per IPMC 302.7.

All elements of the residential property including surrounding land, outbuildings, fences, play equipment available for use by residents, but not including land used for agricultural, commercial, industrial or other non-residential purposes, not including paint on pavement of parking lots, garages or roadways, shall be subject to lead-based paint hazard elimination requirements at #4 above.

17. REHABILITATION STANDARDS FOR MOST COMMONLY SPECIFIED WORK AND PROBLEMATIC ISSUES

A. Site Improvements

1. *Outbuildings / Removal*

Repair standard: 75% or more salvageable

Minimum life – 5 years

Unsafe, illegal or unapproved structures, including outbuildings, additions and patio covers will be removed if it is not financially feasible (up to \$4000) to complete repairs required to make them structurally sound, leaf-free and IPMC-compliant and zoning code legal.

Replacement standard – No outbuildings shall be provided, except for the replacement of an existing detached garage. Exceptions: On a case-by-case basis, deviations from the minimum requirements of these standards will be permitted with approval of the City.

2. *Paving and Walks*

Repair standard:

Minimum life – 5 years

Deficient, essential paving, such as front sidewalks, will be repaired to match. Non-essential, deteriorated paving may be removed.

Replacement standard:

Minimum life – 15 years

Essential walks and drives shall be replaced with 4” thick, 4% air entrained, 3000 PSI concrete with metal reinforcement (as needed) or asphalt driveways: level surface by compacting a 4” gravel base over a uniformly graded and compacted subgrade, form, spread and roll 2” of bituminous base coat, and 1” topcoat to create a driveway 10’ wide. Pitch water from building with a 1/8” per foot slope. Permeable paving is allowable provided it is first approved by the appropriate local agency.

3. *Landscaping and Drainage*

Repair standard:

Site shall be graded to direct water to run away from foundation. Trees that are too close to the structure may be trimmed or shall be removed. Trees which are a safety hazard must be removed.

Replacement standard:

Front yards may be landscaped with a \$500 maximum allowance in for-sale homes only and \$2000 for rental developments.

4. *Fencing/Gates*

Repair standard:

Minimum life – 5 years

Fencing shall be repaired to code and UPCS, if feasible, or removed.

Replacement standard:

When funding is sufficient for non-essential improvement, additional wood or wrought iron fencing may be installed to create defensible space in conformance with zoning and neighborhood/homeownership association requirements.

5. *Swimming Pools / Hot Tubs*

Repair standard:

Minimum life – N/A

Not permitted by federal financing. Pools may be filled.

Replacement standard: N/A

B. *Exterior Surfaces*

1. *Exterior Cladding*

Repair standard:

Minimum life – 5 years

Siding, trim, soffit and fascia will not be deficient as per Section 304 of the IPMC. All exterior wood components will have a minimum of one continuous coat of paint, and no exterior painted surface will have any deteriorated paint as per Section 304.2.

Replacement standard:

Minimum life – 15 years

Historically sensitive vinyl siding, with 45 year material warranty and/or aluminum trim.

2. *Exterior Porches / Balconies*

Repair standard:

Minimum life – 5 years

Unsafe or unsightly porches and balconies will be repaired to conform closely to porches in the neighborhood. Porch repairs will be structurally sound, with smooth and even decking surfaces.

Replacement standard:

Minimum life – 15 years

Deteriorated porches and balconies shall be replaced with preservative-treated structural lumber and tongue and groove pine, or 4-5” synthetic deck material. Replace with concrete if appropriate and economically possible.

3. *Exterior Railings*

Repair standard: None

Replacement standard:

Minimum life – 15 years

Railings that do not meet the current code shall be removed and replaced with wrought iron, pressure-treated wood sanded smooth or synthetic wood.

4. *Exterior Steps and Patios*

Repair standard:

Minimum life – 15 years

Steps, stairs and decks shall be structurally sound and compliant as per the IPMC and free from all significant deterioration.

Replacement standard:

Minimum life – 15 years

Any replacement patio, deck or stoop shall be of a minimum functional size, design and construction.

C. Foundations and Structure

1. *Fire-Resistance-Rated Assemblies*

Repair standard:

Minimum life – 5 years

Required fire-resistance-rated assemblies and openings shall be maintained functional without cracks and deterioration and upgraded as required with 5/8” type X gypsum glued and screwed, and a minimum of one coat of fire tape to structure.

Replacement standard:

Minimum life – 15 years

All party walls and assemblies requiring fire-resistance rating shall conform to the fire and building code requirements of the jurisdiction for fire separation.

2. *Foundations*

Repair standard:

Minimum life – 15 years

Foundations shall be repaired to be sound and water resistant, if financially feasible. All leaking cracks that have displacement of 1/8” and widths over 1/8” need to be epoxy injected and sealed.

Replacement standard:

Minimum life – 15 years

Foundation replacement shall only be permitted if the project is financially feasible.

3. *Structural Members*

Repair standard:

Minimum life – 15 years

All structural members shall be free from deterioration, rot and termite damage and be sized in conformance to the IPMC. Any member not in conformance with code shall be re-supported as to meet structural design code or as determined by a structural engineer.

Replacement standard:

Minimum life – 15 years

4. *Masonry Structure*

Repair standard:

Minimum life – 15 years

Masonry structure elements shall be sound, functional and in accordance with the IPMC.

Replacement standard:

Minimum life – 15 years

D. *Windows and Doors*

1. *Interior Doors*

Repair standard:

Minimum life – 5 years

All doors and hardware shall function as intended. Privacy locksets shall be present on bath and master bedroom doors. All other doors shall have passage locks (not including closets). Recycle doors when possible.

Replacement standard:

Minimum life – 15 years

Doors may be solid core, hollow core, or composite in paint grade jambs. Where all doors are not replaced, replacement doors should match existing doors. Replaced operating locksets shall be of the lever type.

2. *Exterior Doors*

Repair standard:

Minimum life – 5 years

Exterior doors shall be sound, weather stripped, and operate smoothly. They should have a deadbolt, an entrance lockset and window or security peep sight.

Replacement standard:

Minimum life – 15 years

All replacement doors at the front of the property will be neighborhood sensitive, Energy Star, steel or fiberglass doors with window or peep sight and deadbolt. Garage/house doors shall be fire-rated with self-closing hinges. Energy Star, doors with peep sight, deadbolt, and entrance locksets shall be installed at entrances not visible from the front street. Garage/house doors shall be R-5, embossed metal with a lockable assembly. Installed locksets shall be of the lever-operated type.

3. *Storm Doors*

Repair standard:

Minimum life – 5 years

Storm doors shall be weather-tight, operate smoothly, function as intended and have intact screen panels as designed.

Replacement standard:

Minimum life – 15 years

Swing shall be coordinated with the swing of the prime door.

4. *Windows and Sliding Glass Doors*

Repair standard:

Minimum life – 5 years

All windows and sliding glass doors shall be weather-tight, meet the requirements of the IPMC, and where required for egress, be fully functioning/operational.

Replacement standard:

Minimum life – 15 years

Double glazed, PVC, clad wood or fiberglass, a minimum R-value of 2.8 (U=.33), SHGC of 0.30 and DP of 45.

5. *Basement windows*

Repair standard:

Minimum life – 5 years

Windows must be weather-tight, operable for ventilation, in good working order and lockable.

Replacement standard:

Minimum life – 15 years

Basement windows may be replaced with glass block provided with operable and lockable center vents.

E. Roofing

1. *Flat and Low Slope Roofing*

Repair standard:

Minimum life – 5 years

Repair roofing when cost is less than 30% of total replacement cost. Built-up roofing, flashing and accessories shall be repaired wherever a 5-year leak-free warranty is available from a certified roofing company. Work to be conducted by an Illinois licensed roofing company.

Replacement standard:

Minimum life – 15 years

The most cost effective Energy Star certified roof of: 3-ply hot built-up, T.P.O. or EPDM. Flat ceiling homes can use standard 8 x 8 roof vents calculated per the BPI standard for free vent area/attic volume distributed through vented eaves and vented roof. Work to be conducted by an Illinois licensed roofing company.

2. *Pitched Roofs*

Repair standard:

Minimum life – 5 years with warranty

Repair when cost is less than, or equal to, 5% of total replacement cost. Missing and leaking shingles and flashing shall be repaired on otherwise functional roofs. Concrete, metal and tile roofs shall be repaired when at all possible. Antennae and communication disks shall be permanently removed if no longer used. Work to be conducted by an Illinois licensed roofing company.

Replacement standard:

Minimum life – 25 years

Fiberglass, asphalt, 3-tab, class A shingle weighing at least 220, and up to 270 lbs., 25 year warranty with ridge and soffit ventilation system. Vaulted and cathedral ceiling areas require continuous ridge venting that meets the BPI standard noted above for attic ventilation in flat-roofed buildings. Install drip edge on all edges. Work to be conducted by an Illinois licensed roofing company.

3. *Gutters and Downspouts*

Repair standard:

Minimum life – 5 years

Gutters and downspouts must be in good repair, functional, leak-free and configured to functionally direct water away from the structure.

Replacement standard:

Minimum life – 15 years

Gutters and downspouts will be installed to collect storm water from all lower roof edges and to direct water away from the structure without accumulation or ponding. Drainage tiles will be installed where functionally required.

F. Insulation and Ventilation

1. Attic Ventilation

Repair standard:

Minimum life – 5 years

Any pre-installed ventilation shall be maintained, or if powered and not functioning, replaced.

Replacement standard:

Minimum life – 15 years

Attics will be ventilated with a minimum of 1 square foot of free vent for each 300 square feet of roof area or be redesigned for integration with new insulation system. Solar powered roof vents may be used when possible. Attic access panels must be insulated with rigid insulation to meet the local climate minimum of R-38 and weather-stripped to ensure a tight seal.

2. Bath Ventilation

Repair standard: None

Replacement standard:

Minimum life – 15 years

Energy Star, exterior ducted, 70 CFM, max 20 sones and separate switch or humidistat in all full and three quarter baths. Replaced exhaust fans must have timers.

3. Infiltration

Repair standard:

Minimum life – 5 years

All exterior doors and attic hatches shall be weather-stripped. All visible cracks shall be caulked.

4. *Insulation*

Repair standard:

Not applicable where existing insulation meets an estimated R-value of R-17 or where not cost effective as per energy evaluation.

Replacement standard:

Minimum life – 15 years

Insulation will be installed when determined to be cost effective by energy evaluation. Attic insulation goal is R-38, crawl spaces R-19. New walls will be insulated to capacity with blown cellulose, fiberglass or closed cell foam to cavity capacity. Attic access panel must be insulated to R-9 with rigid foam.

5. *Kitchen Ventilation*

Repair standard: N/A

Replacement standard:

Minimum life – 15 years

Energy Star, exterior ducted range hoods or exhaust fans with less than 10 sones, at least 120 CFM and capped with a functional back draft.

G. *Interior Surfaces*

1. *Interior Railings*

Repair standard:

Minimum life – 5 years

Handrails and guardrails will conform to the IPMC and minimum building code requirements. At a minimum, handrails will be present on one side of all interior steps or stairways with more than two risers, and guardrails will be present around platforms over 30” above floor level with adequate structural attachment, in compliance with the local code.

Replacement standard:

Minimum life – 15 years

Hand and guardrails shall be replaced with universal design standard material and construction.

2. *Interior Walls and Ceilings*

Repair standard:

Minimum life – 5 years

Walls and ceilings to be repaired shall be stripped of wallpaper. Holes, cracks and deteriorated surfaces shall be patched and sanded as to create a smooth surface and recoated using premium, low VOC, vinyl acrylic paint.

Replacement standard:

Minimum life – 10 years

Walls shall be plumb, ceiling level with a smooth finish on at least ½” gypsum with water-resistant or paperless board in wet areas. 5/8” type X over 24” on center studs installed per the American Gypsum Association. Water-resistant wallboard must be used in kitchen tile backsplashes and in ceramic tile baths.

3. *Interior Wall Tile*

Repair standard:

Minimum life – N/A

Replace rather than repair.

Replacement standard:

Minimum life – 15 years

Replace with similar economically feasible material or waterproof sheet material as per manufacturers’ instructions.

4. *Closets*

Repair standard:

Minimum life – 5 years

Existing closets will be maintained. If there is any part of a door (i.e., track for bi-fold, etc.) then it must be complete and working properly.

Replacement standard:

Minimum life – 15 years

If a closet is replaced, it must include a clothes rod and shelf. Closet doors are not required. Coat hooks and other hardware in lieu of a closet shall be supplied by the occupant.

5. *Flooring*

Repair standard:

Minimum life – 5-15 years

Flooring may be repaired, if deficient, and wood floors sanded and refinished. Salvageable carpet may be cleaned and must have a minimum remaining life of 5 years.

Replacement standard:

Minimum life – 15-20 years

Stone, tile, or vinyl flooring may be installed over reinforced cement underlayment in baths. Wood or laminate flooring may be installed in living and dining rooms and halls. Kitchen and utility may be installed as ceramic tile or vinyl flooring. FHA approved carpet over 6 lb. rebound underlayment is allowed in bedrooms when economically feasible. New carpeting shall have a minimum life of 10 years.

6. *Appliances*

Assessment of existing appliances shall be made to determine if replacement is necessary.

Replacement standard:

Energy Star and Water Sense. The following appliances are eligible to be installed only when funding allows:

- Dishwasher: Energy Star rated
- Washing machine: Energy Star rated (required)
- Dryer: 7 CF with sensor dry system
- Refrigerator: Energy Star rated (required)
- Range: Gas or electric, 4 burner
- Garbage disposal: ½ hp, with minimum 3 year warranty
- Microwave/Hood combination (if replacing current equipment)
- Built-in oven (to match existing) Energy Star rated

7. *Kitchen Cabinets and Countertop*

Repair standard:

Minimum life – 5 years

All cabinets and countertops will be sound and cleanable. Existing cabinets with hardwood doors and face frames may be repaired.

Replacement standard:

Minimum life – 15 years

New kitchen cabinets will meet the ANSI A208.1 and A208.2 standard for formaldehyde content of particleboard and MDF, or have exposed edges of particleboard and MDF sealed to prevent the out-gassing of formaldehyde. Cabinets will have hardwood doors and face frames. There will be a minimum of 10 lineal feet of post-formed countertop with corresponding base cabinets and wall cabinets. Corners in countertop designs are permitted if factory assembled. A drawer base (12" or 15") will be included in new cabinetry.

H. Electric

1. *Specialized Circuits GFCI and Arc Fault*

Repair standard:

Minimum life – 15 years

Retrofit devices as required for safety

Replacement standard:

Minimum life – 15 years

Install devices in accordance with local code. At a minimum, protect kitchen receptacles within 6 feet of a sink, all bath receptacles and any exterior receptacle with GFCI devices. Arc fault receptacles shall be installed to serve all bedrooms.

2. *Kitchen Electric Distribution*

Repair standard:

Minimum life – 15 years

Permanently installed stoves, refrigerators, freezers, dishwashers and disposals, washers and dryers shall have separate circuits sized to NEC. Two separate 20 amp counter circuits are required with each kitchen area.

Replacement standard:

Minimum life – 15 years

Electric service shall be supplied to trash compactors, microwave ovens, double ovens, range grills, and any appliance proposed for installation.

3. *Fixtures*

Repair standard: None

Replacement standard:

Minimum life – 15 years

All halls and rooms necessary to cross to other rooms, and stairways must be well lighted and controlled per NEC code. Attics must have utility fixtures. All fixtures shall be Energy Star. Replace all incandescent bulbs with fluorescent or LED bulbs. Exterior door lighting shall provide 100 lumens at ground level (motion detectors allowed). Garage doors shall be equipped with laser safety devices. All closet light fixtures must be fluorescent type rated for use in closets.

4. *Interior Electric Distribution*

Repair standard:

All unsafe electrical issues shall be resolved.

Replacement standard:

Minimum life – 15 years

All electrical deficiencies will be remediated in accordance with the electric code in force in the jurisdiction using affordable fixture allowances and Energy Star fixtures.

5. *Service and Panel*

Repair standard:

Minimum life – 15 years

Distribution panels shall have a main disconnect, at least 10 circuit breaker protected circuits, a 100 amp minimum capacity and be adequate to safely supply existing and proposed devices. Electrical panel shall be replaced if not adequate in capacity, or if unsafe for any reason to local codes.

Replacement standard:

Minimum life – 20 years

A load calculation shall be made and the electric service and panel shall be sized to serve the home and its occupancy uses with at least a 100 amp service with a 20 circuit panel provided for homes of up to 1800 SF. Homes larger than 1800 SF or all-electric, should be provided with at least a 200 amp service with a main disconnect panel containing at least 42 circuit breaker positions.

I. *Plumbing System*

1. *Drain, Waste, Vent Systems*

Repair standard:

Minimum life – 15 years

System shall be in safe, sanitary and functional condition free of obstructions, leaks and defects.

Replacement standard:

Minimum life – 15 years

Shall be replaced in accordance with local code, with a preference for replacement with PVC piping.

Install anti-backflow devices where appropriate.

2. *Plumbing Fixtures and Fittings*

Repair standard:

Minimum life – 5 years

All fixtures and fittings shall be in safe, sanitary and functional condition. Anti-backflow devices shall be installed where appropriate.

Replacement standard:

Minimum life – 15 years

Single lever, low flow, 2.2 gal/min kitchen and 1.6 gal/min bath, metal faucets and 2.5 gal/min maximum shower diverters with lifetime drip-free warranty. White ceramic, 1.6 GPF toilets, double bowl stainless steel or porcelain kitchen sinks, fiberglass tubs and surrounds, and steel or porcelain enameled 5' tubs with tile surrounds. A dual flush toilet shall be permitted if it is demonstrably the equivalent of the above standard.

3. *Water Heaters*

Repair standard:

Minimum life – 5 years

Water heaters shall be code compliant, in working order, leak-free, in safe condition and capable of meeting expected demand.

Replacement standard:

Minimum life – 12 years

Energy Star, high efficiency, pilotless, Energy Star, gas fired or dual element electric (0.97) water heaters with at least R-7 insulation and a 12-year replacement warranty. 40 gallons electric for 1 and 2 bedroom units and 40 gallons gas or 52 gallons electric for 3 and 4 bedroom units. Efficiency shall be a 90% sealed combustion system (power vented) throughout.

4. *Sump Pump*

Repair standard:

Minimum life – 5 years

Sump pump drainage systems shall be safe and function as intended with an approved discharge which outflows away from the dwelling. Sump pits shall have covers.

Replacement standard:

Minimum life – 15 years

Sump pumps shall be installed only to mitigate existing moisture conditions.

5. *Water Supply*

Repair standard:

Minimum life – 5 years

All homes shall be tested to identify and eliminate all leaks. All fixtures must be supplied with 2 gallons per minute water flow and shut off valves. Lead pipe shall be replaced. All accessible copper hot water lines shall be insulated; maximum static pressure is 60 psi. Replacement of galvanized pipe with copper pipe is recommended, but not required.

Replacement standard:

Minimum life – 15 years

All fixtures shall have brass shutoff valves of ¼ turn and compliant type. One, freeze-protected exterior hose bib is required.

J. *HVAC1/23/2013*

1. *Chimney / Fireplace Repair*

Repair standard:

Minimum life – 15 years

Unsound chimneys shall be repaired or removed. When chimneys must be used for combustion ventilation, they shall be relined or replaced. When structurally unsound, they shall be replaced.

If the service life of the chimney is comparable to service life of heating plant, then no replacement is necessary. If the chimney needs replacing, where appropriate, the chimney will be eliminated and replaced with a high efficiency, power vented unit.

Replacement standard:

Minimum life – 15 years

Replacement furnace flues, when required, shall be metal, double or triple walled as recommended by the equipment manufacturer.

2. *Distribution / Ventilation System*

Repair standard:

Minimum life – 5 years

Central air conditioning shall be inspected, serviced and refurbished per diagnostic testing of unit and distribution system – per (Building Performance Institute) technical standards for air conditioning and heat pump specialists as described in Chapter 6 of the Saturn Mechanical Systems Field Guide, 2006.

Replacement standard:

Minimum life – 20 years

All ductwork shall be insulated to R-4, seams sealed with Mastic, and run in conditioned space within the building envelope. Ducts in unconditioned spaces are allowable provided that they meet the leakage minimum of ≤ 3 CFM and are insulated with an R-8 value material.

3. *Central Equipment*

Repair standard:

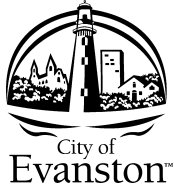
Minimum life – 5 years

Heating plants that are less than 5 years old, and rated 65 AFUE efficiency or better, shall be tested and tuned up as per Building Performance Institute standards. Energy Star setback thermostats shall be installed.

Replacement standard:

Minimum life – 15 years

Condensing gas furnaces rated over 86 AFUE and heat pumps over 13.5 SEER with 10 year warranty on parts and 5 years labor. Air to air heat exchangers are eligible for this program. HVAC system shall be sized to maintain interior design temperature used for heating and cooling load calculations per ASHRAE Manual J and sizing documentation shall be maintained in the case file.



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: Kimberly Richardson, Interim Director of Administrative Services
Sean Ciolek, Division Manager of Facilities and Fleet
Dave Waite, Fleet Supervisor

Subject: Police, Fire & Administrative Services Vehicle Purchases

Date: February 14, 2018

Recommended Action:

Staff recommends City Council approval of the purchase of seven (7) Ford SUVs and (1) Chevrolet SUV outfitted with lights, sirens and other necessary equipment for operations. Four (4) Fords and one (1) Chevrolet will be allocated to the Evanston Police Department Field Operations Division, two (2) Ford will be allocated to the Fire Department Administration Division and one (1) Ford will be allocated to the Administrative Services Department Facilities Division. The replacement vehicles will be purchased from Currie Motors (9423 W. Lincoln Highway, Frankfort, IL 60423) in the amount of \$238,418.89.

Funding Source:

Funding for the vehicles will be from the Equipment Replacement Fund (Account 601.19.7780.65550) in the amount of \$238,418.89, which has a budgeted amount of \$1,522,977. This expenditure represents 15.6% of this budgeted amount.

Livability Benefit:

Support Strong and Safe Communities: Improve emergency prevention and response
Climate & Energy: Reduce greenhouse gas emissions

Summary:

The details of the vehicles/units to be replaced follow:

Department/Division	Unit #	Description	Model Year	Condition	Original Purchase Price	L.T.D. Repair \$\$'s	L.T.D. Mileage
E.P.D. Patrol	43	Ford SUV	2015	Poor	\$27,587	\$55,067	70,724

E.P.D. Patrol	50	Ford SUV	2015	Poor	\$27,587	\$47,850	69,511
E.P.D. Patrol	57	Ford SUV	2015	Poor	\$27,587	\$46,647	64,789
E.P.D. Patrol	68	Ford SUV	2015	Poor	\$27,587	\$49,186	67,176
E.P.D. Patrol	69	Ford SUV	2015	Poor	\$28,686	\$43,458	55,005
E.F.D. Management	342	Ford SUV	2011	Very Poor	\$25,448	\$49,725	87,812
E.F.D. Management	350	Ford Sedan	2009	Very Poor	\$23,799	\$54,343	88,189
Administrative Services: Facilities Management	262	Ford SUV	2013	Good – Reassign to Parking Enforcement	\$20,673	\$22,536	34,822

The recommended replacement unit purchases are as follows:

Division	Unit #	Replacement Description	Model Year	Purchase Price	Type of Bid	Vendor
E.P.D. Patrol	43	Chevy SUV	2018	\$38,895.89	NWMC SPC Contract #147	Currie Motors
E.P.D. Patrol	50	Ford SUV	2018	\$28,211.00	NWMC SPC Contract #152	Currie Motors
E.P.D. Patrol	57	Ford SUV	2018	\$28,211.00	NWMC SPC Contract #152	Currie Motors
E.P.D. Patrol	68	Ford SUV	2018	\$28,211.00	NWMC SPC Contract #152	Currie Motors

E.P.D. Patrol	69	Ford SUV	2018	\$28,211.00	NWMC SPC Contract #152	Currie Motors
E.F.D. Management	342	Ford SUV	2018	\$28,893.00	NWMC SPC Contract #152	Currie Motors
E.F.D. Management	350	Ford SUV	2018	\$28,893.00	NWMC SPC Contract #152	Currie Motors
Administrative Services: Facilities Management	262	Ford SUV	2018	\$28,893.00	NWMC SPC Contract #152	Currie Motors

The vehicles listed above for replacement support daily operations for the Evanston Police Department, Evanston Fire Department and the Department of Administrative Services. The replacement of these vehicles is crucial for safe, reliable, environmentally friendly, and cost effective operations. Seven (7) vehicles, the Ford Explorers, are six (6) cylinder units with Ti-VCT FFV technology and one (1) vehicle, the Chevrolet Tahoe which will be used by E.P.D. Patrol for emergencies that may require a larger vehicle, is an eight (8) cylinder unit with EcoTec3 Active Fuel Management. Both will provide increased miles per gallon driven and reduced emissions as a result of the latest vehicle emission technology available in the market place at this point in time. All units will be fueled with 87 octane fuel. Existing vehicles being replaced will be auctioned off as Sale of Surplus or re-assigned as needed.

The Northwest Municipal Conference Suburban Purchasing Cooperative Competitive Bid (SPC) winner, Currie Motors, will be utilized for the purchase of these eight (8) units. Currie Motors has been a responsive and responsible bid winner of the N.W.M.C. for many years and as such, have provided efficient turn-around to our ordering and timely delivery needs.

There are no Evanston based businesses that can provide these types of vehicles/equipment with these types of unit pricing.

Attachments

Specifications & pricing for the eight (8) vehicle replacements



Currie Motors Frankfort Inc
9423 W Lincoln Hwy, Frankfort, Illinois, 604231388
Office: 708-479-1100

Customer Proposal

Prepared for:

CITY OF EVANSTON

Prepared by:

THOMAS SULLIVAN
Office: 708-479-1100

Date: 01/22/2018

Vehicle: 2018 Police Interceptor Utility Base
AWD

Quote ID: epdpatrol





CITY OF EVANSTON

Re: Vehicle Proposal

To Whom It May Concern,

The following proposal is for Evanston Units 43 50 57 68 and 69. Pricing is based upon the Contract pricing thru the NWMC

Sincerely,

THOMAS SULLIVAN



Major Equipment

(Based on selected options, shown at right)

- 3.7L V-6 DOHC w/SMPI 304hp
- 6 speed automatic w/OD
- * 4-wheel ABS
- * Traction control
- * Advance Trac w/Roll Stability Control
- * Tinted glass
- * Bluetooth wireless streaming
- * Rear child safety locks
- * Variable intermittent speed-sensitive wipers wipers
- * Dual front airbags
- * Airbag occupancy sensor
- * Tachometer
- * Underseat ducts
- * 60-40 folding rear split-bench
- * Axle to end of frame: 46.5"

- Exterior:Oxford White
- Interior:Charcoal Black
- * Brake assistance
- * P 245/55R18 BSW AS W-rated tires
- * Air conditioning
- * AM/FM stereo with seek-scan, single in-dash CD player, MP3 decoder, auxiliary audio input, external memory control
- * LED brakelights
- * Dual power remote heated mirrors
- * 18 x 8 steel wheels
- * Driver and front passenger seat mounted side airbags
- * Rear window defroster
- * Message Center
- * Reclining front bucket seats
- * Audio control on steering wheel

Fuel Economy

City

16 mpg



Hwy

21 mpg

Selected Options

MSRP

STANDARD VEHICLE PRICE	\$32,320.00
Order Code 500A	N/C
113" Wheelbase	STD
Monotone Paint Application	STD
Oxford White	N/C
Charcoal Black	N/C
Dark Car Feature	\$20.00
Dual (Driver & Passenger) LED Spot Lamps (Unity) ..	\$620.00
Grille LED Lights, Siren & Speaker Pre-Wiring	\$50.00
Rear View Camera	N/C
SYNC Basic (Voice-Activated Communications System)	\$295.00
Hidden Door-Lock Plunger/Rr-Door Handles Inoperable	\$160.00
Heated Sideview Mirrors	\$60.00
Keyed Alike - 0576x	\$50.00
Badge Delete	N/C
Front Headlamp/Police Interceptor Housing Only	\$125.00
Tail Lamp/Police Interceptor Housing Only	\$60.00
Engine: 3.7L V6 Ti-VCT FFV	Included
Transmission: 6-Speed Automatic	Included
3.65 Axle Ratio	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Currie Motors Frankfort Inc
 9423 W Lincoln Hwy, Frankfort, Illinois, 604231388
 Office: 708-479-1100

2018 Police Interceptor Utility, Sport Utility

AWD Base(K8A)

Price Level: 815 Quote ID: epdpatrol

GVWR: 6,300 lbs Included
 Tires: P245/55R18 AS BSW Included
 Wheels: 18" x 8" 5-Spoke Painted Black Steel Included
 Unique HD Cloth Front Bucket Seats w/Vinyl Rear ... Included
 Radio: MyFord AM/FM/CD/MP3 Capable Included
 Electrochromic Rear View Mirror Included

SUBTOTAL \$33,760.00
 Destination Charge \$945.00

TOTAL \$34,705.00

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Prepared for: CITY OF EVANSTON
 By: THOMAS SULLIVAN Date: 01/22/2018



Selected Options

Code	Description	MSRP
Base Vehicle		
K8A	Base Vehicle Price (K8A)	\$32,320.00
Packages		
500A	Order Code 500A <i>Includes:</i> - Engine: 3.7L V6 Ti-VCT FFV - Transmission: 6-Speed Automatic - 3.65 Axle Ratio - GVWR: 6,300 lbs - Tires: P245/55R18 AS BSW - Wheels: 18" x 8" 5-Spoke Painted Black Steel Includes center caps and full size spare. - Unique HD Cloth Front Bucket Seats w/Vinyl Rear Includes driver 6-way power track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both front seatbacks. - Radio: MyFord AM/FM/CD/MP3 Capable Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.	N/C
Powertrain		
99R	Engine: 3.7L V6 Ti-VCT FFV	Included
44C	Transmission: 6-Speed Automatic	Included
STDAX	3.65 Axle Ratio	Included
STDGV	GVWR: 6,300 lbs	Included
Wheels & Tires		
STDTR	Tires: P245/55R18 AS BSW	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel <i>Includes center caps and full size spare.</i>	Included
Seats & Seat Trim		
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear <i>Includes driver 6-way power track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both front seatbacks.</i>	Included
Other Options		
113WB	113" Wheelbase	STD
PAINT	Monotone Paint Application	STD
STDRD	Radio: MyFord AM/FM/CD/MP3 Capable <i>Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.</i>	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Selected Options (cont'd)

Code	Description	MSRP
86P	Front Headlamp/Police Interceptor Housing Only <i>Includes pre-drilled hole for side marker police use, does not include LED installed lights (eliminates need to drill housing assemblies) and pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights).</i>	\$125.00
86T	Tail Lamp/Police Interceptor Housing Only <i>Pre-existing holes with standard twist lock sealed capability (does not include LED installed lights) (eliminates need to drill housing assemblies).</i>	\$60.00
43D	Dark Car Feature <i>Courtesy lamps disabled when any door is opened.</i>	\$20.00
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	\$50.00
51S	Dual (Driver & Passenger) LED Spot Lamps (Unity)	\$620.00
87R	Rear View Camera <i>Note: This option would replace the camera that comes standard in the 4" center stack area. Camera can only be displayed in the 4" center stack (standard) OR the rear view mirror (87R). Includes: - Electrochromic Rear View Mirror Video is displayed in rear view mirror.</i>	N/C
53M	SYNC Basic (Voice-Activated Communications System) <i>Includes single USB port and single auxiliary audio input jack.</i>	\$295.00
52P	Hidden Door-Lock Plunger/Rr-Door Handles Inoperable	\$160.00
59F	Keyed Alike - 0576x	\$50.00
549	Heated Sideview Mirrors	\$60.00
16D	Badge Delete <i>Deletes the Police Interceptor badging on rear liftgate and the Interceptor badging on front hood (EcoBoost).</i>	N/C

Interior Colors

9W_01	Charcoal Black	N/C
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Primary Colors

YZ_02	Oxford White	N/C
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Upfit Options

D-001	Delivery	\$150.00
P-01	Municipal Plates/Title-Shipped	\$203.00

SUBTOTAL **\$34,113.00**

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Selected Options (cont'd)

Code	Description	MSRP
	Destination Charge	\$945.00
	TOTAL	\$35,058.00

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Warranty - Standard Equipment & Specs

Warranty

Basic

Distance 36000 miles Months 36 months

Powertrain

Distance 100000 miles Months 60 months

Corrosion Perforation

Distance Unlimited miles Months 60 months

Roadside Assistance

Distance 60000 miles Months 60 months

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Pricing - Single Vehicle

	MSRP
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$32,320.00
Options & Colors	\$1,440.00
Upfitting	\$353.00
Destination Charge	\$945.00
<i>Discount Adjustments</i>	
Discount	-\$6,847.00
<hr/>	
Total	\$28,211.00

 Customer Signature

 Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Pricing - Multiple Vehicles (4)

	MSRP
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$129,280.00
Options & Colors	\$5,760.00
Upfitting	\$1,412.00
Destination Charge	\$3,780.00
<i>Discount Adjustments</i>	
Discount	-\$27,388.00
<hr/>	
Total	\$112,844.00

 Customer Signature

 Acceptance Date

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Currie Motors Frankfort Inc
9423 W Lincoln Hwy, Frankfort, Illinois, 604231388
Office: 708-479-1100

Customer Proposal

Prepared for:

CITY OF EVANSTON

Prepared by:

THOMAS SULLIVAN
Office: 708-479-1100

Date: 02/07/2018

Vehicle: 2018 Police Interceptor Utility Base
AWD

Quote ID: epdpatrol





Major Equipment

(Based on selected options, shown at right)

3.7L V-6 DOHC w/SMPI 304hp	Exterior:Oxford White
6 speed automatic w/OD	
* 4-wheel ABS	* Brake assistance
* Traction control	* P 245/55R18 BSW AS W-rated tires
* Advance Trac w/Roll Stability Control	* Air conditioning
* Tinted glass	* AM/FM stereo with seek-scan, single in-dash CD player, MP3 decoder, auxiliary audio input, external memory control
	* LED brakelights
* Bluetooth wireless streaming	* Dual power remote heated mirrors
* Rear child safety locks	* 18 x 8 aluminum wheels
* Variable intermittent speed-sensitive wipers wipers	* Driver and front passenger seat mounted side airbags
* Dual front airbags	* Rear window defroster
* Airbag occupancy sensor	* Message Center
* Tachometer	* Reclining front bucket seats
* Underseat ducts	* Audio control on steering wheel
* 60-40 folding rear split-bench	
* Axle to end of frame: 46.5"	

Fuel Economy

City
16 mpg



Hwy
21 mpg

Selected Options

MSRP

STANDARD VEHICLE PRICE	\$32,320.00
Order Code 500A	N/C
113" Wheelbase	STD
Monotone Paint Application	STD
Oxford White	N/C
Dark Car Feature	\$20.00
Grille LED Lights, Siren & Speaker Pre-Wiring	\$50.00
Rear View Camera	N/C
SYNC Basic (Voice-Activated Communications System)	\$295.00
Heated Sideview Mirrors	\$60.00
Keyed Alike - 0576x	\$50.00
Badge Delete	N/C
Front Headlamp/Police Interceptor Housing Only	\$125.00
Tail Lamp/Police Interceptor Housing Only	\$60.00
Engine: 3.7L V6 Ti-VCT FFV	Included
Transmission: 6-Speed Automatic	Included
3.65 Axle Ratio	Included
GVWR: 6,300 lbs	Included
Tires: P245/55R18 AS BSW	Included
Radio: MyFord AM/FM/CD/MP3 Capable	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Currie Motors Frankfort Inc
 9423 W Lincoln Hwy, Frankfort, Illinois, 604231388
 Office: 708-479-1100

2018 Police Interceptor Utility, Sport Utility

AWD Base(K8A)
 Price Level: 815 Quote ID: epdpatrol

Interior Upgrade Package	\$390.00
Unique HD Cloth Front Bucket Seats w/Cloth Rear ...	Included
Electrochromic Rear View Mirror	Included
Wheels: 18" Painted Aluminum	\$475.00
1st & 2nd Row Carpet Floor Covering	Included
Center Floor Console Less Shifter	Included
Front Console Plate Delete	Included
Reverse Sensing	\$275.00
<hr/>	
SUBTOTAL	\$34,120.00
Destination Charge	\$945.00
<hr/>	
TOTAL	\$35,065.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: CITY OF EVANSTON
 By: THOMAS SULLIVAN Date: 02/07/2018



Selected Options

Code	Description	MSRP
Base Vehicle		
K8A	Base Vehicle Price (K8A)	\$32,320.00
Packages		
500A	Order Code 500A <i>Includes:</i> - Engine: 3.7L V6 Ti-VCT FFV - Transmission: 6-Speed Automatic - 3.65 Axle Ratio - GVWR: 6,300 lbs - Tires: P245/55R18 AS BSW - Radio: MyFord AM/FM/CD/MP3 Capable Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.	N/C
Powertrain		
99R	Engine: 3.7L V6 Ti-VCT FFV	Included
44C	Transmission: 6-Speed Automatic	Included
STDAX	3.65 Axle Ratio	Included
STDGV	GVWR: 6,300 lbs	Included
Wheels & Tires		
STDTR	Tires: P245/55R18 AS BSW	Included
64E	Wheels: 18" Painted Aluminum <i>Spare wheel is an 18" conventional (Police) black steel wheel.</i>	\$475.00
Seats & Seat Trim		
F	Unique HD Cloth Front Bucket Seats w/Cloth Rear <i>Includes driver 6-way power track (fore/aft, up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft, with manual recline) and built-in steel intrusion plates in both front seatbacks.</i>	Included
Other Options		
113WB	113" Wheelbase	STD
PAINT	Monotone Paint Application	STD
STDRD	Radio: MyFord AM/FM/CD/MP3 Capable <i>Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.</i>	Included
65U	Interior Upgrade Package	\$390.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Selected Options (cont'd)

Code	Description	MSRP
	<i>Includes:</i> - 1st & 2nd Row Carpet Floor Covering Includes front and rear floor mats. - Unique HD Cloth Front Bucket Seats w/Cloth Rear Includes driver 6-way power track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both front seatbacks. - Center Floor Console Less Shifter Includes unique police console finish plate, console top plate - finish 3 (including 2 cup holders). - Front Console Plate Delete	
86P	Front Headlamp/Police Interceptor Housing Only	\$125.00
	<i>Includes pre-drilled hole for side marker police use, does not include LED installed lights (eliminates need to drill housing assemblies) and pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights).</i>	
86T	Tail Lamp/Police Interceptor Housing Only	\$60.00
	<i>Pre-existing holes with standard twist lock sealed capability (does not include LED installed lights) (eliminates need to drill housing assemblies).</i>	
43D	Dark Car Feature	\$20.00
	<i>Courtesy lamps disabled when any door is opened.</i>	
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	\$50.00
87R	Rear View Camera	N/C
	<i>Note: This option would replace the camera that comes standard in the 4" center stack area. Camera can only be displayed in the 4" center stack (standard) OR the rear view mirror (87R).</i> <i>Includes:</i> - Electrochromic Rear View Mirror Video is displayed in rear view mirror.	
53M	SYNC Basic (Voice-Activated Communications System)	\$295.00
	<i>Includes single USB port and single auxiliary audio input jack.</i>	
16C	1st & 2nd Row Carpet Floor Covering	Included
	<i>Includes front and rear floor mats.</i>	
85D	Front Console Plate Delete	Included
	4-Keyless Fobs	\$322.00
549	Heated Sideview Mirrors	\$60.00
76R	Reverse Sensing	\$275.00
16D	Badge Delete	N/C
	<i>Deletes the Police Interceptor badging on rear liftgate and the Interceptor badging on front hood (EcoBoost).</i>	

Primary Colors

YZ_02	Oxford White	N/C
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Upfit Options

D-001	Delivery	\$150.00
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Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Selected Options (cont'd)

Code	Description	MSRP
P-01	Municipal Plates/Title-Shipped	\$203.00
SUBTOTAL		\$34,473.00
Destination Charge		\$945.00
TOTAL		\$35,418.00

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Warranty - Standard Equipment & Specs

Warranty

Basic

Distance 36000 miles Months 36 months

Powertrain

Distance 100000 miles Months 60 months

Corrosion Perforation

Distance Unlimited miles Months 60 months

Roadside Assistance

Distance 60000 miles Months 60 months

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Pricing - Single Vehicle

	MSRP
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$32,320.00
Options & Colors	\$2122.00
Upfitting	\$353.00
Destination Charge	\$945.00
<i>Discount Adjustments</i>	
Discount	-\$6,847.00
<hr/>	
Total	\$28893.00

 Customer Signature

 Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Pricing - Multiple Vehicles (2)

	MSRP
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$64,640.00
Options & Colors	\$3,600.00
Upfitting	\$706.00
Destination Charge	\$1,890.00
<i>Discount Adjustments</i>	
Discount	-\$13,694.00
<hr/>	
Total	\$57,142.00

 Customer Signature

 Acceptance Date

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Currie Motors Frankfort Inc
9423 W Lincoln Hwy, Frankfort, Illinois, 604231388
Office: 708-479-1100

Customer Proposal

Prepared for:

CITY OF EVANSTON

Prepared by:

THOMAS SULLIVAN
Office: 708-479-1100

Date: 02/07/2018

Vehicle: 2018 Police Interceptor Utility Base
AWD

Quote ID: epdpatrol





Major Equipment

(Based on selected options, shown at right)

3.7L V-6 DOHC w/SMPI 304hp	Exterior:Oxford White
6 speed automatic w/OD	
* 4-wheel ABS	* Brake assistance
* Traction control	* P 245/55R18 BSW AS W-rated tires
* Advance Trac w/Roll Stability Control	* Air conditioning
* Tinted glass	* AM/FM stereo with seek-scan, single in-dash CD player, MP3 decoder, auxiliary audio input, external memory control
* Bluetooth wireless streaming	* LED brakelights
* Rear child safety locks	* Dual power remote heated mirrors
* Variable intermittent speed-sensitive wipers wipers	* 18 x 8 aluminum wheels
* Dual front airbags	* Driver and front passenger seat mounted side airbags
* Airbag occupancy sensor	* Rear window defroster
* Tachometer	* Message Center
* Underseat ducts	* Reclining front bucket seats
* 60-40 folding rear split-bench	* Audio control on steering wheel
* Axle to end of frame: 46.5"	

Fuel Economy

City
16 mpg



Hwy
21 mpg

Selected Options

MSRP

STANDARD VEHICLE PRICE	\$32,320.00
Order Code 500A	N/C
113" Wheelbase	STD
Monotone Paint Application	STD
Oxford White	N/C
Dark Car Feature	\$20.00
Grille LED Lights, Siren & Speaker Pre-Wiring	\$50.00
Rear View Camera	N/C
SYNC Basic (Voice-Activated Communications System)	\$295.00
Heated Sideview Mirrors	\$60.00
Keyed Alike - 0576x	\$50.00
Badge Delete	N/C
Front Headlamp/Police Interceptor Housing Only	\$125.00
Tail Lamp/Police Interceptor Housing Only	\$60.00
Engine: 3.7L V6 Ti-VCT FFV	Included
Transmission: 6-Speed Automatic	Included
3.65 Axle Ratio	Included
GVWR: 6,300 lbs	Included
Tires: P245/55R18 AS BSW	Included
Radio: MyFord AM/FM/CD/MP3 Capable	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Currie Motors Frankfort Inc
 9423 W Lincoln Hwy, Frankfort, Illinois, 604231388
 Office: 708-479-1100

2018 Police Interceptor Utility, Sport Utility

AWD Base(K8A)
 Price Level: 815 Quote ID: epdpatrol

Interior Upgrade Package	\$390.00
Unique HD Cloth Front Bucket Seats w/Cloth Rear ...	Included
Electrochromic Rear View Mirror	Included
Wheels: 18" Painted Aluminum	\$475.00
1st & 2nd Row Carpet Floor Covering	Included
Center Floor Console Less Shifter	Included
Front Console Plate Delete	Included
Reverse Sensing	\$275.00
<hr/>	
SUBTOTAL	\$34,120.00
Destination Charge	\$945.00
<hr/>	
TOTAL	\$35,065.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: CITY OF EVANSTON
 By: THOMAS SULLIVAN Date: 02/07/2018



Selected Options

Code	Description	MSRP
Base Vehicle		
K8A	Base Vehicle Price (K8A)	\$32,320.00
Packages		
500A	Order Code 500A <i>Includes:</i> - Engine: 3.7L V6 Ti-VCT FFV - Transmission: 6-Speed Automatic - 3.65 Axle Ratio - GVWR: 6,300 lbs - Tires: P245/55R18 AS BSW - Radio: MyFord AM/FM/CD/MP3 Capable Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.	N/C
Powertrain		
99R	Engine: 3.7L V6 Ti-VCT FFV	Included
44C	Transmission: 6-Speed Automatic	Included
STDAX	3.65 Axle Ratio	Included
STDGV	GVWR: 6,300 lbs	Included
Wheels & Tires		
STDTR	Tires: P245/55R18 AS BSW	Included
64E	Wheels: 18" Painted Aluminum <i>Spare wheel is an 18" conventional (Police) black steel wheel.</i>	\$475.00
Seats & Seat Trim		
F	Unique HD Cloth Front Bucket Seats w/Cloth Rear <i>Includes driver 6-way power track (fore/aft, up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft, with manual recline) and built-in steel intrusion plates in both front seatbacks.</i>	Included
Other Options		
113WB	113" Wheelbase	STD
PAINT	Monotone Paint Application	STD
STDRD	Radio: MyFord AM/FM/CD/MP3 Capable <i>Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.</i>	Included
65U	Interior Upgrade Package	\$390.00

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Selected Options (cont'd)

Code	Description	MSRP
	<i>Includes:</i> - 1st & 2nd Row Carpet Floor Covering <i>Includes front and rear floor mats.</i> - Unique HD Cloth Front Bucket Seats w/Cloth Rear <i>Includes driver 6-way power track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both front seatbacks.</i> - Center Floor Console Less Shifter <i>Includes unique police console finish plate, console top plate - finish 3 (including 2 cup holders).</i> - Front Console Plate Delete	
86P	Front Headlamp/Police Interceptor Housing Only	\$125.00
	<i>Includes pre-drilled hole for side marker police use, does not include LED installed lights (eliminates need to drill housing assemblies) and pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights).</i>	
86T	Tail Lamp/Police Interceptor Housing Only	\$60.00
	<i>Pre-existing holes with standard twist lock sealed capability (does not include LED installed lights) (eliminates need to drill housing assemblies).</i>	
43D	Dark Car Feature	\$20.00
	<i>Courtesy lamps disabled when any door is opened.</i>	
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	\$50.00
87R	Rear View Camera	N/C
	<i>Note: This option would replace the camera that comes standard in the 4" center stack area. Camera can only be displayed in the 4" center stack (standard) OR the rear view mirror (87R).</i> <i>Includes:</i> - Electrochromic Rear View Mirror <i>Video is displayed in rear view mirror.</i>	
53M	SYNC Basic (Voice-Activated Communications System)	\$295.00
	<i>Includes single USB port and single auxiliary audio input jack.</i>	
16C	1st & 2nd Row Carpet Floor Covering	Included
	<i>Includes front and rear floor mats.</i>	
85D	Front Console Plate Delete	Included
	4-Keyless Fobs	\$322.00
549	Heated Sideview Mirrors	\$60.00
76R	Reverse Sensing	\$275.00
16D	Badge Delete	N/C
	<i>Deletes the Police Interceptor badging on rear liftgate and the Interceptor badging on front hood (EcoBoost).</i>	

Primary Colors

YZ_02	Oxford White	N/C
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Upfit Options

D-001	Delivery	\$150.00
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Selected Options (cont'd)

Code	Description	MSRP
P-01	Municipal Plates/Title-Shipped	\$203.00
SUBTOTAL		\$34,473.00
Destination Charge		\$945.00
TOTAL		\$35,418.00

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Warranty - Standard Equipment & Specs

Warranty

Basic

Distance 36000 miles Months 36 months

Powertrain

Distance 100000 miles Months 60 months

Corrosion Perforation

Distance Unlimited miles Months 60 months

Roadside Assistance

Distance 60000 miles Months 60 months

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Pricing - Single Vehicle

	MSRP
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$32,320.00
Options & Colors	\$2122.00
Upfitting	\$353.00
Destination Charge	\$945.00
<i>Discount Adjustments</i>	
Discount	-\$6,847.00
<hr/>	
Total	\$28893.00

 Customer Signature

 Acceptance Date

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Pricing - Multiple Vehicles (2)

	MSRP
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$64,640.00
Options & Colors	\$4244.00
Upfitting	\$706.00
Destination Charge	\$1,890.00
<i>Discount Adjustments</i>	
Discount	-\$13,694.00
<hr/>	
Total	\$57786.00

 Customer Signature

 Acceptance Date

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial



CURRIE MOTORS CHEVROLET**Prepared By:**

Tom Sullivan
CURRIE MOTORS CHEVROLET
815-464-9200
curriefleet@gmail.com

[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

Selected Model and Options**MODEL**

CODE	MODEL	MSRP
CK15706	2018 Chevrolet Tahoe 4WD 4dr Commercial	\$49,340.00

COLORS

CODE	DESCRIPTION	MSRP
GAZ	Summit White	\$0.00

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

ADDITIONAL EQUIPMENT

CODE	DESCRIPTION	MSRP
—	Safety belts, 3-point, driver and front passenger in all seating positions (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
—	Capless fuel fill (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
—	Door handles, body-color (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
—	Instrumentation, analog with certified 150 mph speedometer (PPV), 140 mph speedometer (Special Service), odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
—	Key, 2-sided (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
—	Luggage rack, delete (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
—	Exterior ornamentation delete (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
—	Power outlets, 4 auxiliary, 12-volt includes 1 on the instrument panel, 1 in armrest, and 2 in the cargo area (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
—	Power supply, 100-amp, auxiliary battery, rear electrical center (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

—	Power supply, 50-amp, power supply, auxiliary battery passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
—	Power supply, 120-amp, (4) 30-amp circuit, Primary battery relay controlled, passenger compartment harness wiring (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
—	Safety Alert Driver Seat (Included and only available with (PCW) Enhanced Driver Alert Package.)	Inc.
—	Theft-deterrent system, vehicle, PASS-Key III (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
5HP	Key, 6 additional keys NOTE: programming of keys is at customer's expense. Programming keys is not a warranty expense	\$41.00
6C7	Lighting, red and white front auxiliary dome (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$170.00
6E2	Key common, complete vehicle fleet provides a single key with a specific code that is common to the door locks and ignition of all the vehicles in the vehicle fleet. Key code is an alternate to SEO(6E8) complete vehicle fleet common key. NOTE: NOT COMPATIBLE with previous model years (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.) *PRICE TO FOLLOW*	\$25.00
6J3	Wiring, grille lamps and siren speakers (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$92.00
6J4	Wiring, horn and siren circuit (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$41.00
6N5	Switches, rear window inoperative (rear windows can only operate from driver's position) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$57.00

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

6N6	Door locks and handles, inside rear doors inoperative (doors can only be opened from outside) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$59.00
7X7	Spotlamps, left- and right-hand (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with (7X6) left-hand spotlamp.)	\$850.00
9C1	Identifier for PPV includes, (K47) high-capacity air cleaner, (KW7) 170 amp high output alternator, (K4B) 730 cold-cranking amps auxiliary battery, electrical power & vehicle signals for customer connection located at the center front floor. Auxiliary battery circuit for customer connection located in the rear cargo area, (UN9) radio suppression package, (Z56) heavy-duty, police-rated suspension, front independent torsion bar, and stabilizer bar and rear, multilink with coil springs, (QAR) P265/60R17 all-season, v-rated tires, (ZAK) P265/60R17 all-season, V-rated spare tire, Police brakes, (NZZ) underbody shield, (RAP) Black steel wheels w/bolt on center caps, Certified speedometer, delete roof rails, (ATD) third row seat delete, (NQH) active 2-speed transfer case (4WD only). *CREDIT*	(\$3,410.00)
9G8	Headlamps, Daytime Running Lamps and automatic headlamp control delete deletes standard Daytime Running Lamps and automatic headlamp control features (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$50.00
9U3	Seats, driver and passenger front individual seats in cloth trim Power driver and passenger bucket seats in base cloth trim. Derived from RPO (AZ3) 40-20-40 split bench seat with the 20% section removed which also removes the auxiliary power outlet, USB port and input jack for audio system. Does not include a floor console. All exposed floor area will remain untrimmed. (Requires (AZ3) 40/20/40 split bench seat, trim code (H0U) Jet Black cloth.)	\$0.00

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

ATD	Seat delete, third row passenger (Deletes rear storage compartment and (AP9) rear cargo net. Included with (9C1) Police Vehicle or (5W4) Special Service Vehicle.) *CREDIT*	Inc.
JF4	Pedals, power-adjustable for accelerator and brake (Included with (PCW) Enhanced Driver Alert Package.)	Inc.
K4B	Battery, Auxiliary, 730 CCA	Inc.
KW7	Alternator, 170 amps, high output (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle only.)	Inc.
NQH	Transfer case, active, 2-speed electronic Autotrac with rotary controls, includes neutral position for dinghy towing (Requires 4WD models. Included with (9C1) Police Vehicle, (5W4) Special Service Vehicle and (NHT) Maximum Trailing Package.)	Inc.
NZZ	Skid Plate Package with (9C1) Police Vehicle or (5W4) Special Service Vehicle, includes frame-mounted shields, includes front underbody shield starting behind front bumper and running to first cross-member, protecting front underbody, oil pan, differential case and transfer case (Requires 4WD models and a Fleet or Government sales order type. Included with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
PCW	Enhanced Driver Alert Package includes (JF4) Power-adjustable pedals, (UEU) Forward Collision Alert, (TQ5) IntelliBeam headlamps, (UHY) Low Speed Forward Automatic Braking and (UHX) Lane Keep Assist with Lane Departure Warning (Not available with (H2G) Jet Black vinyl interior trim.)	\$695.00
RM7	Wheel, 17" x 8" (43.2 cm x 20.3 cm) full-size, steel spare includes P265/60R17 V-rated tire (Included and only available with (9C1) Police Vehicle.)	Inc.
TQ5	Headlamps, IntelliBeam, automatic high beam on/off (Included and only available with (PCW) Enhanced Driver Alert Package.)	Inc.

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

UEU	Forward Collision Alert sensor indicator (Included and only available with (PCW) Enhanced Driver Alert Package.)	Inc.
UHX	Lane Keep Assist with Lane Departure Warning (Included and only available with (PCW) Enhanced Driver Alert Package.)	Inc.
UHY	Low Speed Forward Automatic Braking (Included and only available with (PCW) Enhanced Driver Alert Package.)	Inc.
UN9	Radio Suppression Package, with ground straps (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
Y86	Enhanced Driver Alert Package includes (UEU) Forward Collision Alert, (TQ5) IntelliBeam headlamps, (UHY) Low Speed Forward Automatic Braking and (UHX) Lane Keep Assist with Lane Departure Warning (Included and only available with (PCW) Enhanced Driver Alert Package.)	Inc.

PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	MSRP
1FL	Commercial Preferred Equipment Group Includes Standard Equipment	\$0.00

SEAT TYPE

CODE	DESCRIPTION	MSRP
AZ3	Seating, front 40/20/40 split-bench, 3-passenger includes 6-way power driver and 2 way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold-down armrest with storage (includes auxiliary power outlet, USB port and input jack for audio system), storage compartments in seat cushion, adjustable outboard head restraints and storage pockets (When (H2G) Jet Black vinyl interior trim is ordered, seats will be manual not power.) (STD)	\$0.00

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

GVWR

CODE	DESCRIPTION	MSRP
C5Y	GVWR, 7100 lbs. (3221 kg) (4WD model only. Included and only available with (9C1) Police Vehicle.)	Inc.

EMISSIONS

CODE	DESCRIPTION	MSRP
FE9	Emissions, Federal requirements	\$0.00

PAINT

CODE	DESCRIPTION	MSRP
GAZ	Summit White	\$0.00

AXLE

CODE	DESCRIPTION	MSRP
GU4	Rear axle, 3.08 ratio (Not available with (NHT) Max Trailering Package.)	\$0.00

SEAT TRIM

CODE	DESCRIPTION	MSRP
H0U	Jet Black, Cloth seat trim	\$0.00

RADIO

CODE	DESCRIPTION	MSRP
IO5	Audio system, Chevrolet MyLink Radio with 8" diagonal color touch-screen AM/FM stereo with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones; voice-activated technology for radio and phone; and Shop with the ability to browse, select and install apps to your vehicle. You can customize your content with audio, weather and more; featuring Apple CarPlay and Android Auto capability for compatible phone; 5 USB ports and 1 auxiliary jack (STD)	\$0.00

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

ENGINE

CODE	DESCRIPTION	MSRP
L83	Engine, 5.3L EcoTec3 V8 with Active Fuel Management, Direct Injection and Variable Valve Timing includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 N-m] @ 4100 rpm) (STD)	\$0.00

TRANSMISSION

CODE	DESCRIPTION	MSRP
MYC	Transmission, 6-speed automatic, electronically controlled with overdrive and tow/haul mode (STD)	\$0.00

TIRES

CODE	DESCRIPTION	MSRP
QAR	Tires, P265/60R17 all-season, police, V-rated (Included and only available with (9C1) Police Vehicle.)	Inc.

WHEEL TYPE

CODE	DESCRIPTION	MSRP
RAP	Wheels, 17" x 8" (43.2 cm x 20.3 cm) steel, police, Black (Included and only available with (9C1) Police Vehicle.)	Inc.

SHIP THRU CODES

CODE	DESCRIPTION	MSRP
VPV	Ship Thru, Produced in Arlington Assembly and shipped to Kerr Industries and onto Arlington Assembly	Inc.

SUSPENSION PKG

CODE	DESCRIPTION	MSRP
Z56	Suspension Package, heavy-duty, police-rated front, independent torsion bar, and stabilizer bar and rear, multi-link with coil springs (Included and only available with (9C1) Police Vehicle only.)	Inc.

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

SPARE TIRE

CODE	DESCRIPTION	MSRP
ZAK	Tire, spare, P265/60R17 all-season, police, V-rated (Included and only available with (9C1) Police Vehicle.)	Inc.

PAINT SCHEME

CODE	DESCRIPTION	MSRP
ZY1	Paint scheme, solid application	\$0.00
Options Total		(\$1,330.00)

Window Sticker

SUMMARY

[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial MSRP:\$49,340.00

Interior:No color has been selected.

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 5.3L EcoTec3 V8 with Active Fuel Management, Direct Injection and Variable Valve Timing

Transmission, 6-speed automatic, electronically controlled

OPTIONS

CODE	MODEL	MSRP
CK15706	[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial	\$49,340.00
OPTIONS		
1FL	Commercial Preferred Equipment Group	\$0.00
5HP	Key, 6 additional keys	\$41.00
6C7	Lighting, red and white front auxiliary dome	\$170.00
6E2	Key common, complete vehicle fleet	\$25.00
6J3	Wiring, grille lamps and siren speakers	\$92.00
6J4	Wiring, horn and siren circuit	\$41.00
6N5	Switches, rear window inoperative	\$57.00
6N6	Door locks and handles, inside rear doors inoperative	\$59.00
7X7	Spotlamps, left- and right-hand	\$850.00
9C1	Identifier for PPV	(\$3,410.00)

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

9G8	Headlamps, Daytime Running Lamps and automatic headlamp control delete		\$50.00
9U3	Seats, driver and passenger front individual seats in cloth trim		\$0.00
ATD	Seat delete, third row passenger	Inc.	
AZ3	Seating, front 40/20/40 split-bench, 3-passenger		\$0.00
C5Y	GVWR, 7100 lbs. (3221 kg)	Inc.	
FE9	Emissions, Federal requirements		\$0.00
GAZ	Summit White		\$0.00
GU4	Rear axle, 3.08 ratio		\$0.00
H0U	Jet Black, Cloth seat trim		\$0.00
IO5	Audio system, Chevrolet MyLink Radio with 8" diagonal color touch-screen		\$0.00
JF4	Pedals, power-adjustable for accelerator and brake	Inc.	
K4B	Battery, Auxiliary, 730 CCA	Inc.	
KW7	Alternator, 170 amps, high output	Inc.	
L83	Engine, 5.3L EcoTec3 V8 with Active Fuel Management, Direct Injection and Variable Valve Timing		\$0.00
MYC	Transmission, 6-speed automatic, electronically controlled		\$0.00
NQH	Transfer case, active, 2-speed electronic Autotrac	Inc.	
NZZ	Skid Plate Package	Inc.	
PCW	Enhanced Driver Alert Package		\$695.00
QAR	Tires, P265/60R17 all-season, police, V-rated	Inc.	
RAP	Wheels, 17" x 8" (43.2 cm x 20.3 cm) steel, police, Black	Inc.	
RM7	Wheel, 17" x 8" (43.2 cm x 20.3 cm) full-size, steel spare	Inc.	
TQ5	Headlamps, IntelliBeam, automatic high beam on/off	Inc.	
UEU	Forward Collision Alert sensor indicator	Inc.	
UHX	Lane Keep Assist with Lane Departure Warning	Inc.	
UHY	Low Speed Forward Automatic Braking	Inc.	
UN9	Radio Suppression Package, with ground straps	Inc.	
VPV	Ship Thru, Produced in Arlington Assembly	Inc.	
Y86	Enhanced Driver Alert Package	Inc.	
Z56	Suspension Package, heavy-duty, police-rated	Inc.	
ZAK	Tire, spare, P265/60R17 all-season, police, V-rated	Inc.	
ZY1	Paint scheme, solid application		\$0.00

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[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

___	Safety belts, 3-point, driver and front passenger in all seating positions	Inc.
___	Capless fuel fill	Inc.
___	Door handles, body-color	Inc.
___	Instrumentation, analog	Inc.
___	Key, 2-sided	Inc.
___	Luggage rack, delete	Inc.
___	Exterior ornamentation delete	Inc.
___	Power outlets, 4 auxiliary, 12-volt	Inc.
___	Power supply, 100-amp, auxiliary battery, rear electrical center	Inc.
___	Power supply, 50-amp, power supply, auxiliary battery	Inc.
___	Power supply, 120-amp, (4) 30-amp circuit, Primary battery	Inc.
___	Safety Alert Driver Seat	Inc.
___	Theft-deterrent system, vehicle, PASS-Key III	Inc.

SUBTOTAL	\$48,010.00
Adjustments Total	\$0.00
Destination Charge	\$1,295.00
TOTAL PRICE	\$49,305.00

FUEL ECONOMY

Est City:16 MPG

Est Highway:22 MPG

Est Highway Cruising Range:572.00 mi

[Fleet] 2018 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

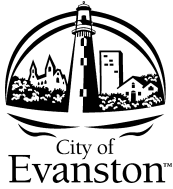
Quote Worksheet

	MSRP
Base Price	\$49,340.00
Dest Charge	\$1,295.00
Adjustments	\$0.00
Total Options	(\$1,330.00)
Subtotal	\$49,305.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$10,554.11)
Subtotal Discount	(\$10,554.11)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$38,750.89
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Title and Plates	\$145.00
Subtotal Post-Tax Adjustments	\$145.00
Total Sales Price	\$38,895.89

Dealer Signature / Date

Customer Signature / Date

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 4654, Data updated Jan 10, 2018 9:15:00 PM PST



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: Kimberley Richardson, Interim Director of Administrative Services
Sean Ciolek, Manager Facilities and Fleet
David Waite, Fleet Supervisor
Lisa Gray, Fleet Operations Coordinator

Subject: Renewal of Contract for Emergency Lighting & Sirens (Bid #17-31)

Date: February 16, 2018

Recommended Action:

Staff recommends City Council approval of a one (1) year contract renewal for the purchase of emergency lighting, sirens and after-market products and services in the amount of \$80,960.00 to Havey Communications Inc. (28835 Herky Drive # 117, Lake Bluff, IL 60044).

Funding Source:

2018 Budget	600.19.7710.65060	\$1,050,000.00
2018 Budget	601.19.7780.65550	\$1,522,977.00
Request 50% from	600.19.7710.65060	\$40,480.00
Request 50% from	601.19.7780.65550	\$40,480.00

Summary:

In April 2017, staff solicited bids for the purchase of emergency lighting, sirens and after-market products for Police, Fire and various other departments. The proposed contract was approved for (1) one year, by City Council May 28, 2017, with the right to extend the contract for up to three (3), one (1) year periods. This is the first (1st) renewal extension on this bid (17-31) per original award.

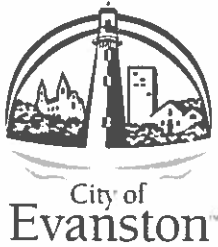
Legislative History

Approved at Council Meeting June 12, 2017

<https://www.cityofevanston.org/home/showdocument?id=15887>

Attachments

Bid Notification Letter



City Manager's Office/Purchasing
2100 Ridge, Suite 4200
Evanston, Illinois 60201-2798
T 847.866.2935
F 847.448.8128
www.cityofevanston.org

June 20, 2017

Mr. Michael Havey, President
Havey Communications, Inc.
28835 Henry Drive, #117
Lake Bluff, IL 60044

Re: Bid 17-31 Emergency Lighting & Sirens

Dear Mr. Havey:

Congratulations, I am pleased to inform you that the Evanston City Council has awarded your firm the contract for the Emergency Lighting & Sirens in the amount of \$80,960.00.

Please forward the required Insurance Certificate, naming the City of Evanston as an additional insured. Please include your performance bond for 110% of the contract amount as indicated on the cover page of the bid. Please include a copy of your insurance policy along with the appropriate endorsements confirming that the City of Evanston has been named as additional insured on the insurance policy. A Purchase Order will be issued for this contract. Please refer to this number when submitting invoices.

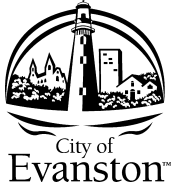
Should you have any questions or concerns, I can be reached at either 847-866-2935 or tnunez@cityofevanston.org.

Sincerely,

Tammi Nunez
Purchasing Manager

TN:lt

Cc: Martin Lyons, Assistant City Manager / Chief Financial Officer
Ericka Storlie, Deputy City Manager, Administrative Services Director
Rickey Voss, Parking, Fleet Division Manager



Memorandum

To: Honorable Mayor Hagerty and Members of the City Council
Administration and Public Works Committee

From: Erika Storlie, Assistant City Manager
Jennifer Lin, Human Resources Division Manager

Subject: Criminal History Applicant Eligibility Policy

Date: February 26, 2018

Recommended Action:

Staff submits for City Council the City of Evanston Criminal History Applicant Eligibility Policy to accept and place on file.

Livability Benefits:

Innovation & Process: Support local government best practices and processes.

Summary

Pursuant to Alderman Fleming's request, City staff met with Alderman Fleming and interested community members to review current hiring policies related to prospective applicants with criminal records and to update the policy in conformance with best practices. Staff has revised the policy to include a more holistic approach to reconciling an applicant's criminal history with his/her suitability for employment. There no longer exists a lifetime disqualification from employment for certain felony convictions. It also provides an additional opportunity for a thorough review of an applicant's background if s/he possesses a rehabilitation certificate or is working with the Youth & Young Adult program. The City Manager has reviewed and approved the updated Criminal History Guidance for Employment Policy. The Policy has an effective start date of March 1, 2018.

Attachments:

Criminal History Applicant Eligibility Policy

CRIMINAL HISTORY GUIDANCE FOR EMPLOYMENT

(based on the date of the job posting)
(effective 3/1/18)

INELIGIBILITY GUIDANCE

The following criminal history will be used as guidance to determine eligibility for applicants. Applicants are ineligible if they were convicted of the following serious crimes, crimes involving serious theft/moral turpitude, or crimes endangering the public. Dates of conviction will be used to determine timing of ineligibility.

- I. One or more felony convictions for Delivery or Possession with intent to deliver controlled substance or marijuana within 1 year
- II. One or more non-drug related Class 4 felony convictions within 1 year
- III. One or more Class 3 or higher felony convictions for crimes against property or the public within 3 years
- IV. One or more Class 3 or higher felony convictions for crimes against persons within 5 years
- V. One or more Class X felony convictions within 7 years
- VI. One or more convictions requiring applicant to register as a sex offender where applicant is within his/her 10 year registration period or applicant must register for his/her natural life
- VII. One or more misdemeanor or felony convictions for theft, fraud, deceptive practices, counterfeiting, and/or embezzlement within 5 years IF the position is for a cashier position or any other position where the applicant would have access to or control of City funds

NEED FOR REVIEW CRITERIA

Applicants' criminal history and eligibility will be subject to review if:

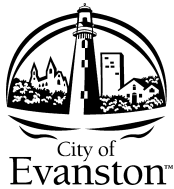
- A. They possess pending felony or misdemeanor cases.
- B. They possess any convictions outside of the ineligibility guidance above in IV, V, VI, and VII.
- C. Their applications are for positions as outreach workers in the Youth & Young Adult Program.
- D. They possess a certificate of good conduct issued by a Circuit Court pursuant to 730 ILCS 5/5-5.5-30.

In these instances, applicants, upon inquiry and review, must provide truthful and complete statements and/or background regarding these cases or convictions. Applicants bear the burden of meeting this requirement, and the City may, but is not obligated to, verify applicant statements or information. Upon discovery of a criminal background which needs to be reviewed, consistent with EEOC

Guidelines, the HR Division Manager will perform an individualized assessment and consider factors including, but not limited to, the following:

- a. Nature of the crime
- b. Nature of sentencing
- c. Number of previous convictions
- d. Time elapsed since most recent conviction
- e. Relationship between conviction(s) and relevant position
- f. Criminal history since crime
- g. Applicant's age at time of crime
- h. Evidence of rehabilitation
- i. Applicant's voluntary disclosure of conviction (if applicable)

After this assessment is completed, the HR Division Manager will submit a recommendation to the Corporation Counsel with supporting information. The Corporation Counsel will evaluate the recommendation. In all cases, the Corporation Counsel will submit a recommendation indicating concurrence or non-concurrence with the HR Division Manager's recommendation to the City Manager. Under the City Code, the City Manager retains final hiring authority. Upon review, the City Manager will notify in writing the Corporation Counsel and the HR Division Manager of the final employment decision, with the rationale and basis for such decision. Upon hire, this decision and supporting information will be included in the employee's personnel file. If an applicant reviewed under this criteria is subsequently hired, but the City later determines the applicant failed to truthfully provide complete statements/background regarding any subject conviction, the City reserves all rights against such applicant.



Memorandum

To: Honorable Mayor and Members of the City Council
Administration & Public Works Committee

From: David Stoneback, Public Works Agency Director

Subject: Utility Bill Reimbursement Policy

Date: February 12, 2018

Recommended Action:

Staff recommends that City Council accept and place on file the proposed Reimbursement and Payment Policy.

Funding Source:

N/A.

Background:

Staff provided information at the January 8, 2018 Administration and Public Works Committee regarding reimbursement for overpayment of utility bills. The reimbursements are due to either the water/sewer portion or the sanitation portion of the utility bill. Staff's past practice has been to reimburse property owners for no more than 12 months of overpayments. Similarly, if Staff found an error in which the property owner was undercharged, staff would only back charge for 12 months.

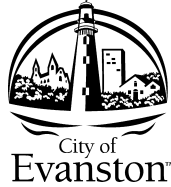
At the conclusion of the discussion, staff was directed to create a written policy for Council review and approval.

Analysis:

Staff modeled the proposed policy based on Illinois Administrative Code, Title 83 (Public Utilities), Chapter 1 (Illinois Commerce Commission), Part 280 (Procedures for Gas, Electric, Water and Sanitary Sewer Utilities), Section 110 (Refunds and Credits). The Administrative Code establishes that all complaints for the recovery of damages shall be filed within a maximum two (2) year time limit from the time that the produce, commodity or services as to which the complaint is made was furnished or performed. Staff proposed that the Evanston policy be established similarly to the Administrative Code.

Attachment:

City of Evanston Utility Services Payment Policy



City of Evanston Utility Services Payment Policy

Refunds and Credits

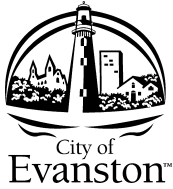
- a) Intent: This Section describes the procedures for customers to receive credits and refunds for overpayments and overcharges for utility services provided by the City of Evanston (the "City").
- b) Billing Time Period for Refunds and Credits Due to Overcharges Resulting from Utility Error:
 - 1) The City shall issue a refund or credit to a customer's account for the full period of time during which an overcharge occurred, within the time limit to file a complaint.
 - 2) The City shall retain billing records that would allow determining a refund or credit for a minimum of two (2) years from the current date.
 - 3) The City shall not be obligated to issue to a customer a refund or credit that extends into a time period during which that customer was not the customer of record.
- c) Overpayment without Utility Error:
 - 1) If the overpayment is the result of the customer paying more than the amount due on the bill, then the overpayment shall be noted on the customer's next bill statement, itemized to indicate the credit balance.
 - 2) If the customer requests that the overpaid be refunded to them, then the City shall be obliged to do so as long as the overpayment credit amount exceeds 25% of the customer's average bill. The refund shall be made within thirty (30) days after the confirmation that the City has received the money involved with the overpayment.
- d) Interest on Refunds or Credits: Only the overpayment amount will be provided in a refund or credit. No interest will be calculated or paid in the refund or credit.
- e) Itemization of Overcharges: All credits and refunds resulting from overcharges shall be accompanied by an itemization describing the reason for the credit or refund to the customer.
- f) Credit to Bill Statement or Direct Refund to Customer:

- 1) Regular billing: For active service or transfer of service accounts, the City will either issue a credit to the account or, if the customer requests it at any time, make a direct refund to the customer so long as the credit balance exceeds 25% of the customer's average bill.
 - 2) Final Bills: When the credit amount exceeds the total amount due on a customer's final bill, the City will issue a direct refund to the customer.
- g) Time Limit to File Complaint:
- 1) Excessive or unjust charges: All complaints for the recovery of damages shall be filed with the City within two (2) years from the time the commodity or service as to which complaint is made was furnished or performed.
 - 2) Refunds for overcharges: When a customer pays a bill as submitted by the City and the billing is later found to be incorrect due to an error either in charging more than the published rate or in measuring the quantity or volume of service provided, the City shall refund the overcharge without interest. Any complaint relating to an incorrect billing must be filed to the City no more than two (2) years after the date the customer first has knowledge of the incorrect billing.

Payment for Commodity or Service Provided but Not Invoiced Due to Billing Error

- a) Intent: This Section describes the procedures for customers to make payments for utility services provided by the City of Evanston, but not invoiced to the customer.
- b) Billing Time Period for Payment Due Resulting from Utility Error:
 - 1) The City will issue an invoice to a customer's account for the full period of time during which a billing error occurred, within the time limit to make a correction.
 - 2) The City will maintain records that would determine a past due amount is owed due to a billing error for a minimum of two (2) years from the current date.
 - 3) The City shall not be able to correct a billing error to customer for service that extends into a time period during which that customer was not the customer of record.
- c) Interest on Past Payments: No interest shall be calculated on payments due to the City for service provided but not invoiced due to a billing error.
- d) Itemization of Charges: All invoices resulting from a billing error shall be accompanied by an itemization describing the reason for the invoice to the customer.
- e) Time Limit to Invoice for Billing Errors; Excessive or Unjust Charges: All invoices for the recovery of payment due to a billing error shall be made within two (2)

years from the time the commodity or service as to which the invoice is made was furnished or performed.



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David Stoneback, Public Works Agency Director
Edgar Cano, Public Services Bureau Chief

Subject: Contract Extension for 2018 Debris Hauling

Date: January 29, 2018

Recommended Action:

Staff recommends that City Council authorize the City Manager to execute a one year contract extension for debris hauling with G & L Contractors (7401 N St. Louis Ave Skokie, IL) in the amount of \$81,000.00. This contract award is part of a bid let by the Municipal Partnering Initiative (MPI).

Funding Source:

Funding for this work will be from the Water Fund, Sewer Fund as indicated below:

	<u>Account Number</u>	<u>FY 2018 Budget Allocation</u>
Water Fund	510.40.4540.62415	\$ 38,000.00
Sewer Fund	515.40.4530.62415	\$ 38,000.00
General Fund	100.40.4510.62415	\$ 5,000.00
Total		\$ 81,000.00

Livability Benefits:

Built Environment – Enhance public spaces
Climate & Energy – Reduce material waste

Background Information:

In August of 2014 the MPI let a bid for debris hauling. At that time the City of Evanston did not see the economic advantage to participate and subsequently did not participate in the bid. The MPI bid was structured as a three year contract with opportunities for additional communities to participate at any time if the successful vendor agrees. As staff was examining the Debris Hauling options for 2016 three options were discussed: extend current contract, let a new bid, or participate in the MPI bid opportunity. After reviewing the three options and comparing costs, the MPI bid opportunity was the

apparent lowest cost. The City council approved the debris hauling contract in January of 2016 and approved a contract extension with G & L Contractors in February of 2017. One additional year contract extension is available through the MPI contract should Evanston choose to participate in 2018.

Analysis:

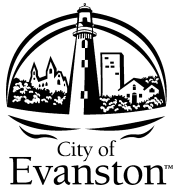
Below is the cost comparison from the last two years of and current 2018 prices, which reflects an increase of 2% from last year's unit pricing.

Item	Est. Quantity	2016 price G&L	2017 price G&L	2018 price G&L
Mixed spoils	240 truck loads	\$300 per load	\$310 per load	\$316.20 per load
Broken concrete	5 truck loads	\$150 per load	\$150 per load	\$153 per load
Broken asphalt	20 truck loads	\$210 per load	\$200 per load	\$204 per load

Staff recommends participation in the Municipal Partnership Initiative for debris hauling services in 2018 and approving a contract extension with G & L Contractors, the successful bidder of the MPI contract.

Legislative History:

The City Council approved the debris hauling contract at the January 16, 2016 meeting. The City Council approved a contract extension with G & L Contractors in 2017.



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David Stoneback, Director, Public Works Agency
Edgar Cano, Public Services Bureau Chief

Subject: Contract Extension for Granular Materials

Date: February 12, 2018

Recommended Action:

Staff recommends that City Council authorize the City Manager to execute a one-year contract extension for the purchase of Granular Materials with G & L Contractors (7401 N. St. Louis Ave, Skokie, IL) in the amount of \$37,000. This contract award is part of a bid let by the Municipal Partnering Initiative (MPI).

Funding Source:

Purchase of materials under this contract will be funded as follows:
\$21,000 from the Water Fund, Account 510.40.4540.65055, with a budget of \$150,000
\$16,000 from the Sewer Fund, Account 515.40.4530.65055, with a budget of \$43,000

Livability Benefits:

Built Environment – Manage Water Resources Responsibly
Natural Systems – Create and Maintain Green Infrastructure

Summary:

The City of Evanston has partnered with other north shore and northwest suburban communities to collectively let bids for a wide range of municipal services and materials. Participation in these collective bids has provided the City cost savings for the past several years on contracts such as these.

The Granular Materials contract provides for the purchase of bulk granular materials for use by the Water and Sewer Divisions. The materials being purchased are used in conjunction with the maintenance and repair of the water distribution system and the sewer conveyance system throughout the City of Evanston.

Below is a cost comparison of granular materials over the past two year as well as the price for 2018:

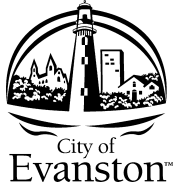
Description	Estimated QTY	2016 price	2017 price	2018 price
Limestone grade 8	2,000 tons	\$15.40 ton	\$15.50 ton	\$15.81 ton
Washed stone, CA-7	60 tons	\$18.40 ton	\$18.50 ton	\$18.87 ton
Fine sand	250 tons	\$14.20 ton	\$14.30 ton	\$14.59 ton

Staff recommends participation in the Municipal Partnership Initiative for debris hauling and aggregate material delivery services in 2018 and approving a contract extension with G & L Contractors, the successful bidder of the MPI contract.

Legislative History:

The contract was approved at the March 28, 2016 City Council meeting.

The contract was extended at the February 27, 2017 City Council meeting.



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David Stoneback, Public Works Agency Director
Lara Biggs, Bureau Chief – Capital Planning / City Engineer
Stefanie Levine, Senior Project Manager
Shane Cary, Project Manager/Architect

Subject: Service Center Parking Deck Restoration (Bid 18-02)

Date: February 26, 2018

Recommended Action:

Staff recommends City Council authorize the City Manager to execute a contract for Service Center Parking Deck Restoration (Bid 18-02) with Monson Nicholas Inc. (714 North Yale Avenue, Villa Park, IL) in the amount of \$526,074.00.

Funding Source:

Funding will be provided from the Capital Improvement Program (CIP) 2018 General Obligation Bonds. A breakdown of the funding is as follows:

Project	Account No.	FY 2018 Budget	Actual
Service Center Parking Deck	415.40.4118.65515-617023	\$500,000	\$500,000.00
Facilities Contingency	415.40.4118.65515-617023	\$30,000	\$26,074.00
Total		\$530,000	\$526,074.00

Livability Benefits:

Built Environment: Promote diverse transportation modes
Climate & Energy: Reduce material waste
Health & Safety: Improve emergency prevention and response

Background Information:

In Spring 2017, Staff found pieces of concrete had fallen from a structural member of the Service Center Parking Deck. Engineering staff immediately contacted a structural engineer and a shoring contractor to provide a temporary solution to stabilize the structure. A structural engineer was then hired to assess the entire parking deck

structure, design permanent solutions, and provide construction documents for bidding the construction of the necessary repairs. The necessary repair work includes structural concrete repairs, traffic membrane coating repairs, building expansion joint replacement, and joint sealant replacement.

There were two alternates included in the bid:

Alternate 1: Remove and replace the vertical joint sealants on the exterior perimeter of the vertical precast concrete walls.

Alternate 2: Install larger size aggregate for a limited area of the traffic membrane to improve traction for foot traffic.

Additionally, an allowance was included in the bid for construction work within a high voltage ComEd vault. All work within the vault must be performed by a ComEd “Contractor of Choice”. ComEd identified Meade Electric as the Contractor of Choice best suited for this project. City Staff contacted Meade Electric to provide a cost for the work and City staff set an initial bid allowance of \$35,000 for these services. Meade Electric provided their actual cost for these services on January 31, 2018 (one day after the City’s bid opening). Meade’s construction cost for this work is \$55,000, and staff has therefore increased each bidder’s price by \$20,000 to reflect the actual cost of this work.

Work on this project is scheduled to be substantially complete by May 31, 2018.

Analysis:

The project was advertised for bid on December 21, 2017 in the Pioneer Press and using Demandstar. Bids for the project were received and publicly read on January 30, 2018. Eight contractors submitted bids for this project as follows:

Company	Address	Base Bid (see Note 1)	ComEd Allowance Adjustment	Alternate 1	Alternate 2	Total
Monson Nicholas, Inc.	714 N. Yale Ave. Villa Park, IL	\$476,149	+ \$20,000	\$28,800	\$1,125	\$526,074
Bulley & Andrews Concrete Restoration	1755 W. Armitage Ave. Chicago, IL	\$561,292	+ \$20,000	\$27,000	\$8,132	\$616,424
Golf Acquisition Group	141 E. 141 st St. Hammond, IN	\$599,425	+ \$20,000	\$18,000	\$60,000	\$697,425
JLJ Contracting, Inc.	2748 S. 21 st Ave. Broadview, IL	\$609,955	+ \$20,000	\$13,950	\$6,500	\$650,405
Structures Construction	2300 W. Diversey Ave. Chicago, IL	\$690,774	+ \$20,000	\$12,420	\$8,625	\$731,819
National Restoration Systems, Inc.	1500 Hicks Rd., Ste. 200 Rolling Meadows, IL	\$720,250	+ \$20,000	\$23,400	\$15,000	\$778,650
Reliable & Associates Construction Co.	4106 S. Emerald Ave. Chicago, IL 60609	\$816,800	+ \$20,000	\$19,800	\$1,080	\$857,680
Mertes Contracting Corporation	2665 S. 25 th Ave. Broadview, IL	\$829,195	+ \$20,000	\$16,750	\$18,860	\$884,805

Note 1: Base Bid price includes original ComEd allowance of \$35,000

The Consultant, Wiss Janney Elstner Associates (WJE), checked the references and found them satisfactory. Staff recommends award of the Base Bid plus Alternates 1 and 2 to Monson Nicholas, Inc. Recommendations for the alternates are as follows:

Alternate 1: This work is recommended because the existing joint sealants are original to the building and in need of replacement. These joint sealants are critical for keeping water out of the building and prolonging the life of the building. Although not part of the original scope of work for the project, this issue was identified by WJE during the design phase as a potential cause of future building deterioration.

Alternate 2: During the design phase, maintenance staff requested that engineering staff investigate a long-term safety problem where a certain area of the parking deck would get slippery when wet. This work is recommended as it is expected to provide increased worker safety.

Although awarding the alternates causes the contract value to exceed the budget, this additional work will help address long-term maintenance issues and improve worker safety. Staff is recommending award of both alternates, utilizing Facilities Contingency for the \$26,074 not covered in the original project budget.

Monson Nicholas, Inc. has indicated that M/W/EBE participation is not practical because all work items are to be self-performed except for the plumbing, and that no M/W/EBE's responded to their invitation to bid. The contract amount for this bid is above the \$250,000 threshold for the Local Employment Program, and Monson Nicholas, Inc. has indicated that they will comply with the requirement.

Legislative History:

On June 12, 2017, City Council approved Resolution 53-R-17, Authorizing the City Manager to Execute Payments for Emergency Structural Shoring for the Service Center Parking Structure.

On August 14, 2017, the City Council authorized City Manager to execute a contract for engineering services for design and construction documentation.

Attachments:

Memo on M/W/EBE Compliance, dated 02/26/2018



Memorandum

To: David Stoneback, Public Works Agency Director
Lara Biggs, P.E. Bureau Chief – Capital Planning / City Engineer
Stefanie Levine, Senior Project Manager
Shane Cary, Project Manager/Architect

From: Tammi Nunez, Purchasing Manager

Subject: Service Center Parking Deck Restoration, Bid 18-02

Date: February 26, 2018

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 has established a 25% M/W/EBE subcontracting participation goal for general contractors. However, the Service Center Parking Deck Restoration, Bid 18-02, precludes subcontracting opportunities.

Please see attached documentation for detailed explanation of outreach on behalf of this project. Therefore a waiver is granted.

CC: Ashley King, Interim Chief Financial Officer / City Treasurer

EXHIBIT E**Construction Contractors' Assistance Organizations ("Assist Agencies") Form**

AGENCY	DATE CONTACTED	CONTACT PERSON	RESULT OF CONVERSATION
Association of Asian Construction Enterprises (AACE) 5500 Touhy Ave., Unit K Skokie, IL. 60077 Phone: 847/5259693 Perry Nakachii, President	1/17/18	N/A	SEE ATTACHED
Black Contractors United (BCU) 400 W. 76th Street Chicago, IL 60620 Phone: 773/483-4000 Fax: 773/483-4150 Email: bcunewera@ameritech.net	1/17/18	N/A	SEE ATTACHED
Chicago Minority Business Development Council 105 West Adams Street Chicago, Illinois 60603 Phone: 312-755-8880 Fax: 312-755-8890 Email: info@chicagomsdc.org Shelia Hill, President	1/17/18	G. PEREZ gperez@chicagomsdc.org	SEE ATTACHED
Federation of Women Contractors 5650 S. Archer Avenue Chicago, Illinois 60638 Phone: 312/360-1122 Fax: 312/360-0239 Email: FWCChicago@aol.com Contact Person: Beth Doria Maureen Jung, President	1/17/18	N/A	SEE ATTACHED
Hispanic American Construction Industry (HACIA) 901 W. Jackson, Suite 205 Chicago, IL 60607 Phone: 312/666-5910 Fax: 312/666-5692 Email: info@haciaworks.org	1/17/18	N/A	SEE ATTACHED
Women's Business Development Ctr 8 S. Michigan Ave, Suite 400 Chicago, Illinois 60603 Phone: 312-853-3477 Fax: 312-853-0145 Email: wbdc@wbdc.org Carol Dougal, Director	1/17/18	N/A	SEE ATTACHED

Attachment sheet to Exhibit E – Service Center Parking Deck Restoration

Association of Asian Construction Contacted: January 17th 2018

Contacted by phone, requested a list of plumbing subcontractors to solicit bids from, was informed that there are no interested plumbing subcontractors in the association.

Black Contractors United Contacted: January 17th 2018

Attempted to contact by E-mail. Listed E-mail was shut down.
Attempted to contact by phone. Listed phone line was no longer in service.

Chicago Minority Business Development Center Contacted: January 17th 2018

Contacted by phone. Was transferred to G. Perez. Was informed that CMBD has a closed directory and it cannot be accessed unless one is a member. Instead, sent relevant bid documents to G. Perez to be sent to any interested members, who would contact us if they wished to bid on the plumbing work. Received no responses.

Federation of Women Contractors Contacted: January 17th 2018

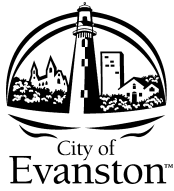
Contacted by phone. Was told to access membership directory on website. Found no relevant qualified plumbing subcontractors on directory.

Hispanic American Construction Contacted: January 17th 2018

Attempted to contact by phone. Line was disconnected. Attempted to contact through E-mail, no Response

Women's Business Development Center Contacted: January 17th 2018

Attempted to contact by E-mail, no Response. Visited Website, could not find anything resembling a directory or suggesting they might have a list of subcontractors available for plumbing work.



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David Stoneback, Public Works Agency Director
Lara Biggs, Bureau Chief – Capital Planning / City Engineer
Stefanie Levine, Senior Project Manager
Shane Cary, Project Manager/Architect

Subject: Lovelace Park Pond Rehabilitation (Bid 18-06)

Date: February 26, 2018

Recommended Action:

Staff recommends the City Council authorize the City Manager to execute a contract for the Lovelace Park Pond Rehabilitation (Bid 18-06) with Summit Construction Company, Inc. (4150 West Wrightwood Avenue, Chicago, IL) in the amount of \$107,000.00.

Funding Source:

Funding will be provided from the Capital Improvement Program (CIP) 2016 General Obligation Bonds in the amount of \$100,000 and from the 2018 General Obligation Bonds in the amount of \$7,000. The funding breakdown is as follows:

Project	Account No.	FY 2018 Budget	Actual
Lovelace Park Pond Rehab	415.40.4116.65515-518004	\$100,000	\$100,000.00
Parks Contingency	415.40.4118.65515-518004	\$15,000	\$7,000.00
Total		\$115,000	\$107,000.00

Livability Benefits:

Built Environment: Enhance public spaces
 Health & Safety: Promote healthy, active lifestyles
 Natural Systems: Protect and restore natural ecosystems

Background Information:

At Lovelace Park, the walkway and amenities surrounding the pond have experienced significant deterioration. Over time, repeated flooding of the pond has caused winter frost heaving, damaging the area adjacent to the pond. While in-house staff have

addressed the cause of the flooding so that it is no longer occurring, this project will make needed repairs to the surrounding area, including:

- Replacing the asphalt pavement walkway around the pond
- Removing most of the railing around the pond and replacing the section of railing that remains
- Replacing the existing park benches

In-house staff prepared the design and contract documents. A community meeting was held on 6/22/17 to review the proposed improvements with the public. Work on this project is scheduled to be substantially complete by early summer.

Analysis:

The project was advertised for bid on January 4, 2018 in the Pioneer Press and using Demandstar. Bids for the project were received and publicly read on January 30, 2018. Five contractors submitted bids for this project as follows:

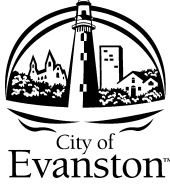
Company	City/State	Base Bid
Sumit Construction Company, Inc.	4150 W. Wrightwood Ave. Chicago, IL 60639	\$107,000.00
Clauss Brothers, Inc.	12N330 Switzer Rd. Elgin, IL 60124	\$139,950.00
Elanar Construction	6620 W. Belmont Ave. Chicago, IL 60634	\$184,000.00
Copenhaver Construction, Inc.	75 Koppie Dr. Gilberts, IL 60136	\$186,000.00
Kovilic Construction Company, Inc.	3721 N. Carnation St. Franklin Park, IL 60131	\$298,000.00

Staff reviewed the bids and checked Sumit's references and found them to be satisfactory. Therefore, staff recommends award of the bid to Sumit Construction for a contract price of \$107,000.

Sumit Construction Company, Inc. is a Minority Business Enterprise and expects to perform 100% of the work. The Local Employment Program will not be utilized because the contract amount is below the \$250,000 threshold.

Attachments:

Memo on M/W/EBE Compliance, dated 02/26/2018



Memorandum

To: David Stoneback, Public Work Agency Director
 Lara Biggs, Bureau Chief – Capital Planning / City Engineer
 Stefanie Levine, Senior Project Manager
 Shane Cary, Project Manager, Architect

From: Tammi Nunez, Purchasing Manager

Subject: Lovelace Park Pond Rehabilitation, Bid 18-06

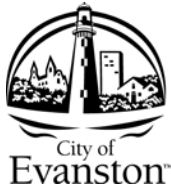
Date: February 26, 2018

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 recommendation for the Lovelace Park Pond Rehabilitation, Bid 18-06, Sumit Construction Company's total base bid is \$107,000.00, and they will receive 100% credit for compliance towards the M/W/EBE goal.

Name of M/W/EBE	Scope of Work	Contract Amount	%	MBE	WBE	EBE
Sumit Construction Company 4150 W. Wrightwood Avenue Chicago, IL 60639	Construction Services	\$107,000.00		X		
Total M/W/EBE		\$107,000.00	100%			

CC: Ashley King, Interim Chief Financial Officer / City Treasurer



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David Stoneback, Public Works Agency Director
Lara Biggs, Bureau Chief – Capital Planning / City Engineer
Stefanie Levine, Senior Project Manager

Subject: Lovelace Tennis Court Rehabilitation

Date: February 26, 2018

Recommended Action:

Staff recommends the City Council authorize the City Manager to proceed with the Lovelace Tennis Court Rehabilitation for construction in 2018.

Funding Source:

While not budgeted in 2018, funding for this proposed project will be provided from the Capital Improvement Program (CIP) 2018 General Obligation (G.O.) Bonds - Facilities Contingency with a 2018 budgeted amount of \$450,000. A full rehabilitation of the Lovelace tennis courts was proposed in the 5-year Capital Improvement Program. Staff is recommending that this now be moved up to 2018.

Livability Benefits:

Built Environment: Enhance public spaces
Health & Safety: Promote healthy, active lifestyles

Background Information:

The City received notice in January 2018 that the Lovelace Park tennis courts are not in acceptable condition for United States Tennis Association (USTA) league play. The courts have been decertified for use in the City programming due to their deteriorated condition.

There are six tennis courts at Lovelace. These courts are used for both planned City programming and by the residents for free play. Over time, large cracks have opened up in the surface, to the point of becoming trip hazards in the playable areas of the courts.

Because the cracking is severe, crack repair needs to be accomplished with a more intensive process than simple recoating. For this project, the entire surface of the tennis courts (which is an asphalt base over a concrete foundation) would be milled off and a new layer of asphalt would be placed. Layers of textured acrylic colored surfacing would be applied. This work would take approximately 6-8 weeks to complete, and the temperature needs to be a minimum of 55 degrees and rising the entire time. Therefore, this work would be completed June 1 – July 31. The estimated cost of the court rehabilitation is approximately \$200,000. However, the surrounding fence would also need to be removed in order to complete the work. Because of the age and condition of the existing fence, a new fence would need to be installed for an additional cost of approximately \$75,000. This results in a total estimated project cost of \$275,000.

Until the tennis courts are finished, they cannot be used for City programs. Parks, Recreation and Community Services has reached out to Evanston Township High School (ETHS) about renting court space, and there is an option to rent their courts for spring and summer. This is currently being negotiated.

If the resurfacing of the courts does not proceed the City tennis program may have to be cancelled during the fall when the ETHS courts are not available.



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David Stoneback, Public Works Agency Director
Lara Biggs, P.E., Bureau Chief – Capital Planning / City Engineer
Stefanie Levine, Senior Project Manager

Subject: Fleetwood-Jourdain Community Center
Sole Source Purchase of Interior Design Services

Date: February 26, 2018

Recommended Action:

Staff recommends that City Council authorize the City Manager to execute a sole source contract to provide interior design services for the Fleetwood-Jourdain Community Center with Designs 4 Dignity (445 N. Wells, Suite 402, Chicago, Illinois 60654) in the amount of \$35,000.00.

Funding Source:

Funding for this project will be provided from the Good Neighbor Fund (Account 415.40.4218.62145 – 618008), which has an FY 2018 budget allocation of \$325,000.00 for this project.

Livability Benefits:

Built Environment: Enhance public spaces

Education Arts & Community: Preserve and reuse historic structures and sites, support social and cultural diversity, promote a cohesive and connected community

Background:

Included in the allocation of the 2017 Northwestern University “Good Neighbor Fund” is \$325,000 for interior renovations at the Fleetwood-Jourdain Community Center. Constructed in 1957, Fleetwood-Jourdain serves as a major recreation center for Evanston. The existing 23,000 square foot facility includes a regulated gymnasium, multipurpose activity rooms, fitness center, dance studio, commercial kitchen, craft rooms, and offices. Interior improvements have occurred sporadically throughout the years in isolated portions of the building but larger interior remodeling efforts within spaces such as the entry, office, auditorium, fitness room, kitchen, and dance studio have not occurred for many years.

Mayor Hagerty contacted Designs 4 Dignity (D4D), a non-profit organization dedicated to transforming nonprofit environments through pro bono design services and in-kind donations, to inquire of its interest in participating in this project as a way to implement exceptional improvements to the Center. D4D has not previously provided services to a government-owned facility. D4D achieves its goals by donating interior design services and then soliciting product and labor donations to help committed funds go farther.

After meeting with Mayor Hagerty and City staff, D4D has agreed to take on this project. In order to perform this work, D4D requires a \$20,000 advance payment to cover the costs of securing donations and preferred material pricing. Staff recommends an additional \$15,000 be incorporated in D4D's contract as an allowance to be used if architectural/engineering services are required, as D4D's contract does not include these services.

Analysis:

D4D's work will include meeting with community members and users of the Center as well as Fleetwood-Jourdain Center staff and users to develop and refine an interior design solution and strategy for various areas within the building such as the entry area, offices, auditorium space, dance studio and fitness room. Once a design is developed, the City will prepare a Request for Proposal (RFP) to hire a construction contractor to partner with D4D and the City to implement the design and install new furniture, fixtures and equipment. It is currently anticipated that the design work will be performed in the spring of 2018 with RFP issuance occurring in the summer of 2018 and construction occurring in the fall of 2018.

As D4D provides a unique opportunity and service, this item is presented as a sole source purchase. Upon approval, the City will issue the advance \$20,000 payment to D4D to begin the design effort. Use of the \$15,000 allowance will be authorized if and only if architectural/engineering services are required to complete the design. Staff therefore recommends that this work be awarded to Designs 4 Dignity for a total amount of \$35,000.00.

D4D has completed work with over 100 nonprofit organizations, including McGaw YMCA and Y.O.U. More information on their mission and completed projects can be found on their website at www.designsfordignity.org.

Legislative History:

None

Attachments:

D4D contract agreement



Letter of Agreement

Designs for Dignity Mission Statement: Designs for Dignity transforms nonprofit environments through pro bono design services and in-kind donations – empowering lives through design.

Designs for Dignity (D4D) understands that the success of any project begins with an interactive design process with you, the client. Our job is to focus on your needs and aspirations and ultimately, create a space that exceeds your expectations. We will listen carefully to what you want in your space, how you want to work, and outcomes you hope to achieve to positively affect your clients. We will help you examine your options, create a roadmap to guide you through the process, and oversee your budget.

D4D is committed to communicating our policies and services to ensure a positive relationship. In that regard, the following is our list of policies:

- We are dedicated to providing pro bono professional interior design services. The size of the design team will depend on the size of the project, but you can be assured that the lead volunteer designer is an experienced professional. The lead designer will keep client informed of progress and make themselves available for phone calls, meetings, etc.
- We will make our best effort to solicit donated product and labor necessary to fulfill the project goals. As this aspect of our mission is dependent on the flow of available material or labor at any given time, we will determine, with you, a timeline for deadlines for which donated materials can be incorporated in the project, and be in agreement when items or services will need to be purchased, instead. All costs for transporting or storing donations are the responsibility of the nonprofit grant recipient, unless otherwise agreed upon by Designs for Dignity. The nonprofit grant recipient agrees that under no circumstance shall these donations be sold, auctioned, or used in a location or for a purpose not intended by D4D. The nonprofit agrees to contact Designs for Dignity within five years if they no longer wish to utilize the donation. D4D will have the option to retrieve the donation/s and reuse them on other projects.
- We are committed to excellence. However, we cannot guarantee the quality of any particular material or the performance of any laborer. We are interior designers, not architects, engineers, contractors, or manufacturers.
- We require the client to sign a hold harmless form, and provide proof of insurance coverage for their space and the activities that take place within it.
- We require a designated contact person who is fully aware of the project's parameters.
- We require that D4D can take "before" and "after" photographs of the space, which may be used in promotional and marketing materials.
- We require our clients to complete brief evaluations at the beginning and end of the project about the process and results. This may require that you solicit feedback from your clients or staff to measure the impact of this project.
- We request a testimonial letter that may be used for promotional purposes.
- **We require that Designs for Dignity be listed as a donor in printed materials, groundbreaking ceremonies, donor walls, and open houses for the project site.**
- We require that Designs for Dignity be mentioned as a donor or project partner in press/media opportunities.
- We will provide you with a small plaque of recognition stating the design services provided by Designs for Dignity.
- If the scope of services or funding stated in Designs for Dignity Service Grant Application changes

after a service grant award is made, Designs for Dignity will reassess whether or not to proceed with the project.

- We will include our grant recipients' addresses on our mailing list, and hope that you will attend our fundraising events.
- Each organization/client is responsible for a fee of \$20,000.00 which covers the hard costs of securing donations and preferred pricing for furnishings, finishes as well as storage and transportation of these goods. Beyond that fee, projects come in all shapes and sizes depending on the needs of each individual organization. Additionally, a \$15,000 allowance will be set for D4D by the CITY to contract additional services (Architectural/Engineering) as needed. You will work closely with D4D and your design team to develop a project and a budget that meets your needs before beginning the project. The \$20,000 fee is due within 30 DAYS of the Grant Notification. The \$15,000 allowance shall be paid in installments and only paid if architectural/engineering services are required. D4D shall only contract for architectural/engineering services upon approval from the City of Evanston.

D4D ("Designer") and City of Evanston ("Client") agree as follows for the property commonly known as Fleetwood-Jourdain Community Center.

Services: D4D shall review Client's needs and requirements and shall prepare a preliminary furniture plan (if applicable), shall work with architects and engineers (if applicable), and shall use their best efforts to provide design services for the above named property. D4D will not undertake to perform any architectural, engineering or mechanical services. If needed, these services will be contracted by D4D utilizing the separate \$15,000 allowance to obtain a licensed professional to perform such services. Any drawings done by D4D are not to be used for construction of any load-bearing columns, load-bearing framing, or load-bearing walls or structures or issuance of any building permit, except as otherwise provided by law.

Scope of Work: D4D shall develop interior design improvements and provide interior design services for the following areas of the Fleetwood-Jourdain building: main entry, auditorium space, offices, fitness room, kitchen, and dance studio. Design elements shall include but not be limited to: floor, wall and ceiling finishes, ADA modifications, window treatments, stage area improvements, and related interior design items as determined through discussion with City staff and building user groups.

I acknowledge that I have read Designs for Dignity's policies and accept the terms.

(GRANT RECIPIENT)

Representative name: _____

Representative (signature): _____

Date: _____

Address: _____

Phone: _____

Fax: _____

E-mail: _____

Designs for Dignity

CEO (name): Jennifer Sobecki _____

CEO's signature:  _____

Date: 12/18/17 _____

For office use:

Received: _____

HOLD HARMLESS AGREEMENT

In consideration of the services provided to the City of Evanston ("CITY") by Designs for Dignity ("D4D") ("the Parties"), the Parties agree to the following:

INSURANCE: CITY shall maintain liability coverage throughout the project in an amount sufficient to cover its performance under this Agreement and will provide D4D with a copy of its certificate of liability insurance prior to the commencement of any project.

INDEMNIFICATION: CITY hereby releases and forever discharges and agrees to hold harmless D4D and its officers, directors, members, owners, employees, volunteers, agents, representatives, independent contractors, and affiliated parties and entities of D4D (the "released parties") from any and all liability, claims or demands of any kind and any and all costs and expenses of any kind (including without limitation attorney's fees) incurred by or which may accrue to D4D arising out of, connected with, or in any way associated with: (1) any breach of this agreement by CITY, (2) any act, omission or negligence of CITY, its employees or agents, and (3) any accident, injury, or damage whatsoever caused to any person or entity or to the property of any person or entity, occurring at, in, on, under, around, above, adjacent to or in connection with the project (and the construction, design, operation, or management thereof) as prescribed by law. This indemnification in no way limits the immunities provided by the Illinois Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/.

D4D hereby releases and forever discharges and agrees to hold harmless CITY and its officers, directors, members, employees, volunteers, agents, and representatives, from any and all liability, claims or demands of any kind and any and all costs and expenses of any kind (including without limitation attorney's fees) incurred by or which may accrue to CITY arising out of, connected with, or in any way associated with: (1) any breach of this agreement by D4D, (2) any act, omission or negligence of D4D, its employees or agents, and (3) any accident, injury, or damage whatsoever caused to any person or entity or to the property of any person or entity, occurring at, in, on, under, around, above, adjacent to or in connection with the project (and the construction, design, operation, or management thereof).

WHEREOF, the Parties have caused this agreement to be executed on this 1/19/18.

For D4D:

For CITY:

_JENNIFER SOBECKI, CEO_____
 Print Name/ Title

 Print Name/ Title

_____ 1/19/18 _____
 Date

 Date



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: Erika Storlie, Assistant City Manager
Lara Biggs, P.E., Bureau Chief – Capital Planning / City Engineer

Subject: Robert Crown Community Center, Ice Complex and Library
Construction Manager Services Contract Award (RFP 17-57)

Date: February 26, 2018

Recommended Action:

Staff recommends that City Council authorize the City Manager to execute a contract to provide construction management services for the Robert Crown Community Center, Ice Complex and Library (RFP 17-57) with Bulley & Andrews (1755 W. Armitage Avenue, Chicago, Illinois, 60622). The initial contract recommendation is for pre-construction services only in the amount of \$41,510.00. A recommendation for construction services will occur upon successful completion of the pre-construction phase, completion of the project's design documentation and negotiation of the construction price.

Funding Source:

Funding for this project will be provided from Capital Improvement Program (CIP) 2018 General Obligation Bonds (Account 415.40.4118.65515 – 616017).

Livability Benefits:

Built Environment: Enhance public spaces

Education Arts & Community: Incorporate art and cultural resources; Provide quality education from cradle to career

Health & Safety: Promote healthy, active lifestyles

Background:

On October 5, 2017, the City issued a Request for Proposal (RFP) to provide construction manager services for the Robert Crown Community Center, Ice Complex and Library (RCCCL). The intent of this RFP is to engage a qualified construction management firm early in the project to allow for better integration of constructability issues during design development. Further this RFP process allows the City to work in an open book format with the construction manager throughout both the pre-construction and construction phases to refine the project's scope and better control

construction costs and outcomes.

Analysis:

On November 7, 2018, the City received proposals from the following nine firms:

Firm	Address
Bulley & Andrews	1755 W. Armitage Avenue, Chicago, IL
Ghafari Associates, LLC	122 S. Michigan Avenue, Suite 1500, Chicago, IL
Leopardo Companies, Inc.	5200 Prairie Stone Parkway, Hoffman Estates, IL
James McHugh Construction Co.	1737 S. Michigan Avenue, Chicago, IL
Nicholas & Associates, Inc.	1001 Feehanville Drive, Mount Prospect, IL
Norcon, Inc.	661 W. Ohio Street, Chicago, IL
Walsh Construction Company II, LLC	929 W. Adams Street Chicago, IL
W.B. Olson, Inc.	3235 Arnold Lane, Northbrook, IL
Wight Construction Services, Inc.	2500 North Frontage Road, Darien, IL

A selection committee consisting of members from the Public Works Agency, Administrative Services Department, Parks Recreation and Community Services Department, Library, and Friends of the Robert Crown Center reviewed the proposals and scored the firms for project selection. A summary table of the scoring results is below.

Consultant	Qualifications and Expertise	Project Understanding	Price	Organization and Completeness of Proposal	Willingness to Execute City Contract	M/W/EBE Participation	Total
Available Points	25	25	20	10	10	10	100
Bulley & Andrews	22	22	15	9	10	9	87
Ghafari	14	14	15	10	10	10	73
Leopardo	21	21	14	9	8	8	81
James McHugh	23	23	16	8	5	9	84
Nicholas	19	16	16	8	10	6	75
Norcon, Inc.	17	18	13	9	7	8	72
Walsh Construction	24	23	20	9	6	7	89
W.B. Olson, Inc.	22	21	15	9	10	7	84
Wight Construction	20	21	18	10	10	9	88

Following initial scoring, the selection committee interviewed the five highest ranked firms (Bulley & Andrews, James McHugh, Walsh Construction, W.B. Olson and Wight Construction) to confirm their understanding of the project and overall expertise. After the interview the committee rescored the interviewed firms with the following results:

Consultant	Pre-construction Fee	Pre-interview Score	Interview score	Total
Available Points		100	10	110
Bulley & Andrews	\$41,510.00	87	9	96
James McHugh	\$83,609.12	84	6	90
Walsh Construction	\$29,000.00	89	2	91
W.B. Olson, Inc.	\$50,000.00	84	6	90
Wight Construction	\$36,600.00	88	7	95

Based on the scoring results the selection committee recommends Bulley and Andrews for this work at an initial preconstruction services amount of \$41,510.00. Assuming Bulley & Andrews completes the preconstruction services to the City's satisfaction and construction pricing is acceptable, staff will return with a recommendation to amend this contract, adding construction services, at a future date.

Staff has worked with Bulley & Andrews on prior project with successful results. Staff also checked Bulley & Andrews references and received highly favorable feedback. Multiple references for similar projects indicated Bulley & Andrews performed as dedicated, trusted partners who actively and creatively solved problems and helped to reduce construction costs.

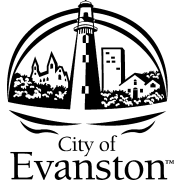
Bulley & Andrews is in compliance with the City's M/W/EBE goal of 25% for the preconstruction phase and intends to meet the goal during the construction phase. Bulley & Andrews has also indicated a commitment towards meeting the City's LEP requirements during the construction phase. A review of their compliance with M/W/EBE program goals is attached.

Legislative History:

None

Attachments:

Memo on M/W/EBE Compliance, dated 02/26/2018



Memorandum

To: Erika Storlie, Assistant City Manager
Lara Biggs, Bureau Chief – Capital Planning / City Engineer

From: Tammi Nunez, Purchasing Manager

Subject: Robert Crown Community Center, Ice Complex and Library
Construction Manager Services, RFP 17-57

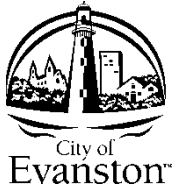
Date: February 26, 2018

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 recommendation for the Robert Crown Community Center, Ice Complex and Library Construction Manager Services, RFP 17-57, Bulley & Andrew's total base bid is \$41,510.00, and they will receive 25% credit for compliance towards the M/W/EBE goal.

Name of M/W/EBE	Scope of Work	Contract Amount	%	MBE	WBE	EBE
The Bowa Group 7050 S. Stony Island Avenue Chicago, IL 60649	Construction	\$10,540.00		X		
Total M/W/EBE		\$10,540.00	25%			

CC: Ashley King, Interim Chief Financial Officer / City Treasurer



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David Stoneback, Public Works Agency Director
Lara Biggs, Bureau Chief – Capital Planning / City Engineer
Paul Moyano, Senior Project Manager

Subject: Ordinance 34-O-18, Authorizing the City to Borrow Funds from the Illinois Environmental Protection Agency Public Water Supply Loan Program

Date: February 15, 2018

Recommended Action:

Staff recommends City Council adopt Ordinance 34-O-18 authorizing the City to borrow funds from the Illinois Environmental Protection Agency (IEPA) Public Water Supply Loan Program for the construction of the Clearwell 9 Replacement Project.

Funding Source:

This ordinance authorizes the City to borrow up to \$25,000,000. The debt service will be paid from the Water Fund. A copy of the long-term water fund analysis is attached which includes this loan and the debt service for repayment.

Livability Benefits:

Built Environment: Manage water resources responsibly

Climate & Energy: Improve energy and water efficiency

Health & Safety: Improve emergency prevention and response, Enhance resiliency to natural and human hazards

Background:

The finished water storage facilities at the Evanston Water Plant serve several important functions:

- Provide equalization for system operation
- Meet regulatory requirements for disinfection contact time
- Provide emergency storage

The finished water storage facilities at the Evanston Water Plant have sufficient volume to meet all applicable regulatory requirements as well as Evanston's goal for emergency

storage. Clearwell 9, built in 1934, is an important part of achieving these goals, as it provides over half of the finished water storage capacity at the plant. A structural inspection was performed on the clearwell in 2012. Analysis showed significant deterioration and indicated that a replacement would be needed in the near future.

The replacement clearwell will be constructed in approximately the same location as the existing clearwell.

Analysis:

The IEPA has reviewed and approved the project, as indicated in the attached letter dated January 29, 2018, and has also issued a Categorical Exclusion from a detailed environmental review of the project. The attached approval letter from IEPA indicates a number of additional requirements prior to obtaining a loan commitment. Adoption of this ordinance authorizing the City to borrow the funds is one of those requirements.

Attachments:

Ordinance 34-O-18

Water Fund analysis

Project Location Map

IEPA project approval letter dated January 29, 2018

34-O-18

AN ORDINANCE

**Authorizing the City to Borrow Funds from
the Illinois Environmental Protection Agency
Public Water Supply Loan Program**

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

SECTION 1: Legislative Statement.

At the time of passage of this ordinance, the City of Evanston, Cook County, Illinois, (“City”) operates its potable water system, including all property, real, personal, or otherwise owned or to be owned by the City or under the control of the City, and used for water supply purposes, as well as for any and all further extensions, improvements, and additions to the system; however, expressly excluding property which from time to time is deemed by the City to be no longer useful or necessary to the continued effective and efficient operation of the system or extensions, improvements or additions which are at the time of construction, acquisition and installation expressly excluded from the definition of system hereunder by the City, hereinafter referred to as “System,” and in accordance with the provisions of Section 6(a) of Article VII of the 1970 Constitution of the State of Illinois and 30 ILCS 350/1 *et seq.*, the Local Government Debt Reform Act, hereinafter collectively referred to as the “Act.”

The City Council has determined that it is advisable, necessary and in the best interests of public health, safety and welfare to improve the System. Said improvements include the following:

Replace an existing 5.0 million gallon treated water storage tank at the Evanston Water Plant. This involves demolishing an existing storage tank and replacing it with a new concrete tank. All improvements are to be constructed in accordance with the plans and specifications prepared by the City of Evanston's consulting engineer. All work herein described shall be referred to as the "Project".

The estimated cost of constructing and installing the Project, including engineering, legal, financial, and other related expenses is twenty five million dollars (\$25,000,000) and there are insufficient funds on hand and lawfully available to pay such costs. Such costs are expected to be paid for with a loan to the City from the Illinois Environmental Protection Agency, hereinafter referred to as "IEPA," through the Public Water Supply Loan Program, hereinafter referred to as the "Program," said loan to be repaid from revenues of the System, and such loan is authorized to be accepted at this time pursuant to the Act.

Pursuant to, and in accordance with, the provisions of the Act, the City is authorized to borrow funds from the Program in the aggregate principal amount of twenty five million dollars (\$25,000,000) for the purpose of providing funds to pay the costs of the Project. The loan to the City shall be made pursuant to a Loan Agreement, including certain terms and conditions, between the City and the IEPA,

SECTION 2: This Ordinance 34-O-18 shall be in full force and effect from and after its passage, approval and publication in the manner provided by law, all pursuant to the Act and including, expressly, the home rule powers of the City pursuant to Section 6(a) of Article VII of the Illinois Constitution of 1970.

SECTION 3: That it is necessary to public health, safety and welfare and in the best interests of the City to construct the Project and that the System continue to be operated in accordance with the provisions of the Act, and that for the purpose of

constructing the Project, it is hereby authorized that funds be borrowed by the City of Evanston in an aggregate principal amount not to exceed twenty five million dollars (\$25,000,000).

SECTION 4: That, subject to the express provisions of this Ordinance, the City may not adopt additional ordinances or amendments which provide for any substantive or material change in the scope and intent of this Ordinance, including but not limited to interest rate, preference or priority of any other ordinance with this Ordinance, parity of any other ordinance with this Ordinance, or otherwise alter or impair the obligation of the City to pay the principal and interest due to the Program without the written consent of the IEPA.

SECTION 5: That repayment of the loan to the IEPA by the City, pursuant to this Ordinance, is to be solely from the revenues derived from the System, as hereinafter provided; the loan does not constitute an indebtedness of the City within the meaning of any constitutional or statutory limitation. For the purposes hereof, “revenues” (hereinafter “Revenues”) of the System means all income from whatever source derived from the System, including investment income and the like, connection, permit and inspection fees and the like, user charges of all kinds for the use and service of the System, and including such transfers from the corporate funds or the Water Fund of the City as the City Council shall from time to time determine through the budget and appropriation of such funds, or other proper action; but shall not include non-recurring income from the sale of property of the System, governmental or other grants or loans, and as otherwise determined in accordance with generally accepted accounting principles for municipal enterprise funds. The repayment of the loan from the Revenues

shall in all events be made only after provision for the payment of “Operation and Maintenance Costs” of the System, hereby defined to mean all costs of operating, maintaining and routine repair of the System, including such items as wages, salaries, costs of materials and supplies, taxes, power, fuel, insurance, including all payments for such services to be made pursuant to long-term contracts for the provision of such services, but shall not include debt service of any kind, depreciation, any capital reserve requirements, and as otherwise determined in accordance with generally accepted accounting principles for municipal enterprise funds. The City hereby pledges the Revenues, after provision has been made for the payment of Operation and Maintenance Costs, to the repayment of the loan; and covenants and agrees to charge such rates and impose such fees and charges for the use and service of the System as shall be sufficient to pay in a timely manner all repayments as required on the loan pursuant to the terms of the Loan Agreement.

SECTION 6: That the City Council hereby authorizes acceptance of the offer of a loan through the Program, including all terms and conditions of the Loan Agreement (“Loan Agreement”), as well as all special conditions contained therein and made a part thereof by reference. The loan funds awarded shall be used solely for the purpose of the Project as approved by the IEPA in accordance with the terms and conditions of the Loan Agreement.

SECTION 7: That the City Manager is hereby authorized and directed to execute the Loan Agreement with the IEPA and to negotiate any additional terms or conditions deemed to be in the best interests of the City.

SECTION 8: That the City hereby covenants and agrees that the Revenues, after a provision is made for the payment of Operation and Maintenance Costs, are a dedicated source of funds for the repayment of the loan, as evidenced by the Loan Agreement. The City reserves the right, without limitation of any kind, to issue obligations (“Obligations”) of any kind (including bonds, notes, or other obligations by whatever name and including all loans) payable from the Revenues and prior in lien to, on a parity of lien with, or subordinate in lien to the lien on the Revenues for the repayment of the loan as provided in the Loan Agreement, as shall be determined by the City Council; provided, however, that any covenants or agreements made by the City for the benefit of the holders of such Obligations shall, at the time of the incurring of such Obligations, also be made in a similar manner for the benefit of the obligation to repay the loan as represented by the Loan Agreement.

The City intends that the obligation to repay the loan as evidenced in the Loan Agreement shall bear interest as provided therein on a basis which is not tax-exempt under the provision of the Internal Revenue Code of 1986, and the officers of the City charged with the execution of the Loan Agreement shall act in accordance with this stated intent.

SECTION 9: That if any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance.

SECTION 10: All ordinances or resolutions, or parts thereof, in conflict herewith, are hereby repealed.

SECTION 11: As long as the City has outstanding revenue bonds payable from revenues of the System that are senior to the revenue bond authorized by this Ordinance, the City shall maintain an account, coverage and reserves equivalent to the accounts, coverage and reserves required by the outstanding ordinances.

Introduced: _____, 2018

Approved:

Adopted: _____, 2018

_____, 2018

Stephen Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk

W. Grant Farrar, Corporation Counsel

**CITY OF EVANSTON
TREATED WATER STORAGE IMPROVEMENTS
PWSLP LOAN APPLICATION - L17-5108**

WATER FUND REVENUE AND REPAYMENT SCHEDULE

	FY 2017 Projected	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Revenues¹											
Evanston Retail Water Sales	\$7,612,485	\$8,145,359	\$9,041,348	\$10,035,896	\$10,035,896	\$10,487,512	\$11,169,200	\$11,615,968	\$11,732,128	\$11,849,449	\$12,323,427
Wholesale Water Sales	\$8,634,670	\$10,250,000	\$11,874,384	\$14,527,115	\$14,891,182	\$17,078,620	\$17,411,968	\$17,752,393	\$18,100,065	\$18,455,156	\$18,817,844
Other Operating Revenue	\$626,358	\$686,124	\$705,702	\$719,648	\$733,589	\$748,479	\$764,233	\$780,297	\$797,106	\$814,838	\$832,896
IEPA Loan Proceeds (L17-5108)	\$25,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IEPA Loan Proceeds (other projects) ²	\$2,657,173	\$8,090,000	\$5,070,000	\$18,150,000	\$11,400,000	\$2,500,000	\$0	\$0	\$0	\$0	\$0
Bond Proceeds	\$0	\$5,012,358	\$4,334,692	\$610,094	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$44,530,686	\$32,183,840	\$31,026,127	\$44,042,754	\$37,060,668	\$30,814,611	\$29,345,401	\$30,148,658	\$30,629,298	\$31,119,443	\$31,974,167
Expenses											
Water OM&R	\$12,852,310	\$14,223,317	\$14,396,489	\$14,817,172	\$15,266,735	\$15,782,269	\$16,624,887	\$16,972,418	\$17,216,914	\$17,841,446	\$18,553,807
Capital Improvements ³	\$8,062,220	\$16,781,000	\$11,992,000	\$23,548,000	\$15,526,000	\$6,977,000	\$4,992,000	\$6,321,000	\$5,254,000	\$5,390,000	\$6,731,000
Treated Water Storage Impts (L17-5108)	\$25,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service (Existing)	\$1,776,682	\$1,955,080	\$1,744,936	\$1,640,883	\$1,641,826	\$1,637,591	\$1,640,386	\$1,643,266	\$1,641,970	\$1,641,451	\$1,641,059
Debt Service (L17-5108) ⁴	\$0	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100
Debt Service (additional IEPA loans and GO bonds)	\$160,317	\$244,578	\$1,332,602	\$2,476,598	\$3,164,401	\$3,315,235	\$3,315,235	\$3,315,235	\$3,315,235	\$3,315,235	\$3,315,235
Total Expenses	\$47,851,528	\$34,764,075	\$31,026,127	\$44,042,754	\$37,159,062	\$29,272,195	\$28,132,608	\$29,812,020	\$28,988,219	\$29,748,233	\$31,801,201
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Beginning Unrestricted Water Fund Balance	\$7,536,078	\$4,215,235	\$1,635,000	\$1,635,000	\$1,635,000	\$1,536,606	\$3,079,022	\$4,291,814	\$4,628,453	\$6,269,532	\$7,640,742
Total Revenues	\$44,530,686	\$32,183,840	\$31,026,127	\$44,042,754	\$37,060,668	\$30,814,611	\$29,345,401	\$30,148,658	\$30,629,298	\$31,119,443	\$31,974,167
Total Expenses	\$47,851,528	\$34,764,075	\$31,026,127	\$44,042,754	\$37,159,062	\$29,272,195	\$28,132,608	\$29,812,020	\$28,988,219	\$29,748,233	\$31,801,201
Net Surplus (Deficit)	(\$3,320,843)	(\$2,580,235)	\$0	\$0	(\$98,394)	\$1,542,416	\$1,212,792	\$336,639	\$1,641,079	\$1,371,210	\$172,966
Ending Unrestricted Water Fund Balance	\$4,215,235	\$1,635,000	\$1,635,000	\$1,635,000	\$1,536,606	\$3,079,022	\$4,291,814	\$4,628,453	\$6,269,532	\$7,640,742	\$7,813,707
Target Unrestricted Water Fund Balance	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000

NOTES:

1. Evanston Retail Water Sale revenue and increased revenue from the Northwest Water Commission (a component of the Wholesale Water Rates revenue line item) will be used to repay the loan.
2. Anticipated IEPA loan proceeds for all other IEPA loan funded projects (including projects already under construction prior to 2017 as well as future projects).
3. The capital improvements budget includes approximately \$3.5 million for annual water main replacement (increased annually for inflation), plus additional costs for water treatment and storage improvements.
4. Conservatively estimated using the planning estimate of \$33,000,000 with 1.76% interest rate and 20-year repayment period.

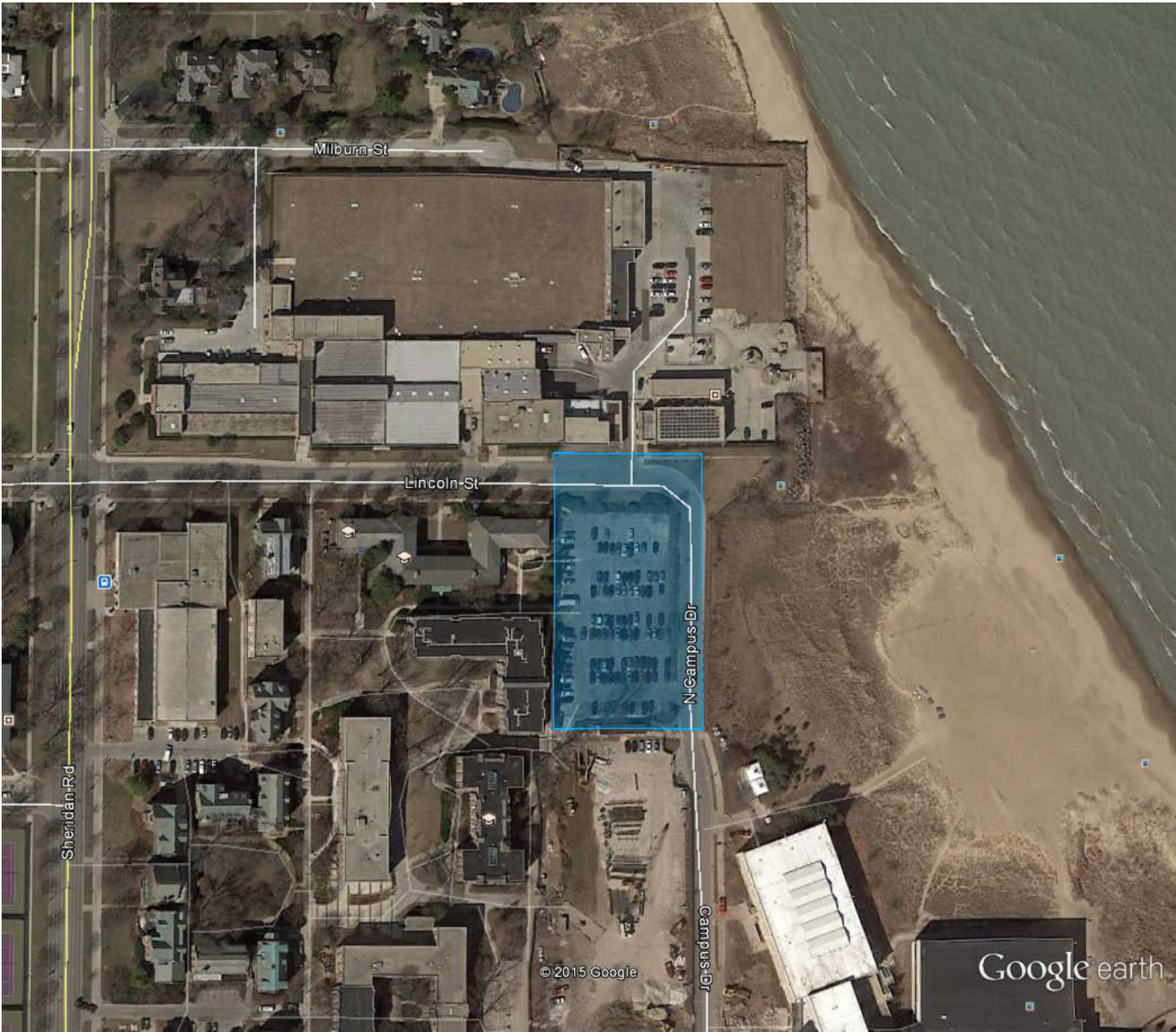
**CITY OF EVANSTON
TREATED WATER STORAGE IMPROVEMENTS
PWSLP LOAN APPLICATION - L17-5108**

WATER FUND REVENUE AND REPAYMENT SCHEDULE

	FY 2028 Projected	FY 2029 Projected	FY 2030 Projected	FY 2031 Projected	FY 2032 Projected	FY 2033 Projected	FY 2034 Projected	FY 2035 Projected	FY 2036 Projected	FY 2037 Projected	FY 2038 Projected
Revenues¹											
Evanston Retail Water Sales	\$12,323,427	\$12,323,427	\$12,323,427	\$12,323,427	\$12,323,427	\$12,323,427	\$12,323,427	\$12,323,427	\$12,323,427	\$12,323,427	\$12,323,427
Wholesale Water Sales	\$19,188,316	\$19,566,760	\$19,953,367	\$20,298,341	\$20,751,885	\$21,164,213	\$21,585,540	\$22,016,091	\$22,456,096	\$22,905,794	\$23,365,427
Other Operating Revenue	\$851,825	\$871,753	\$892,011	\$912,914	\$934,864	\$957,461	\$980,900	\$1,005,516	\$1,030,699	\$1,056,847	\$1,084,721
IEPA Loan Proceeds (L17-5108)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IEPA Loan Proceeds (other projects) ²	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bond Proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$32,363,568	\$32,761,939	\$33,168,805	\$33,534,681	\$34,010,176	\$34,445,101	\$34,889,867	\$35,345,034	\$35,810,222	\$36,286,068	\$36,773,574
Expenses											
Water OM&R	\$18,913,713	\$19,964,201	\$20,038,637	\$21,192,007	\$21,302,927	\$22,091,139	\$22,653,214	\$23,428,252	\$24,243,560	\$25,001,552	\$25,785,201
Capital Improvements ³	\$4,976,000	\$5,125,000	\$6,479,000	\$5,437,000	\$5,600,000	\$6,968,000	\$5,941,000	\$6,120,000	\$7,503,000	\$6,492,000	\$6,687,000
Treated Water Storage Impts (L17-5108)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service (Existing)	\$1,639,227	\$1,641,463	\$1,642,413	\$1,573,580	\$1,334,868	\$1,032,857	\$883,836	\$615,682	\$443,707	\$138,587	\$0
Debt Service (L17-5108) ⁴	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100	\$1,560,100
Debt Service (additional IEPA loans and GO bonds)	\$3,315,235	\$3,315,235	\$3,315,235	\$3,315,235	\$3,315,235	\$3,315,235	\$3,315,235	\$3,315,235	\$3,315,235	\$3,154,918	\$1,510,557
Total Expenses	\$30,404,275	\$31,606,000	\$33,035,385	\$33,077,922	\$33,113,130	\$34,967,331	\$34,353,385	\$35,039,270	\$37,065,601	\$36,347,157	\$35,542,858
	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035	FY 2036	FY 2037	FY 2038
Beginning Unrestricted Water Fund Balance	\$7,813,707	\$9,773,000	\$10,928,940	\$11,062,360	\$11,519,119	\$12,416,165	\$11,893,936	\$12,430,417	\$12,736,182	\$11,480,803	\$11,419,714
Total Revenues	\$32,363,568	\$32,761,939	\$33,168,805	\$33,534,681	\$34,010,176	\$34,445,101	\$34,889,867	\$35,345,034	\$35,810,222	\$36,286,068	\$36,773,574
Total Expenses	\$30,404,275	\$31,606,000	\$33,035,385	\$33,077,922	\$33,113,130	\$34,967,331	\$34,353,385	\$35,039,270	\$37,065,601	\$36,347,157	\$35,542,858
Net Surplus (Deficit)	\$1,959,293	\$1,155,940	\$133,420	\$456,759	\$897,046	(\$522,230)	\$536,482	\$305,765	(\$1,255,379)	(\$61,089)	\$1,230,716
Ending Unrestricted Water Fund Balance	\$9,773,000	\$10,928,940	\$11,062,360	\$11,519,119	\$12,416,165	\$11,893,936	\$12,430,417	\$12,736,182	\$11,480,803	\$11,419,714	\$12,650,430
Target Unrestricted Water Fund Balance	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000

NOTES:

1. Evanston Retail Water Sale revenue and increased revenue from the Northwest Water Commission (a component of the Wholesale Water Rates revenue line item) will be used to repay the loan.
2. Anticipated IEPA loan proceeds for all other IEPA loan funded projects (including projects already under construction prior to 2017 as well as future projects).
3. The capital improvements budget includes approximately \$3.5 million for annual water main replacement (increased annually for inflation), plus additional costs for water treatment and storage improvements.
4. Conservatively estimated using the planning estimate of \$33,000,000 with 1.76% interest rate and 20-year repayment period.



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ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

1021 NORTH GRAND AVENUE EAST, P.O. BOX 19276, SPRINGFIELD, ILLINOIS 62794-9276 • (217) 782-3397

BRUCE RAUNER, GOVERNOR

ALEC MESSINA, DIRECTOR

217/782-2027

JAN 29 2018

Mr. Wally Bobkiewicz, Manager
City of Evanston
2100 Ridge Avenue
Evanston, IL 60201

Re: Evanston/L175108
Project Plan Approval

Dear Mr. Bobkiewicz:

In accordance with the provisions of Title 35 Illinois Administrative Code Part 662.330, the Agency hereby confirms the findings of the Categorical Exclusion for the above referenced project planning. Having provided adequate opportunity for public comment on the proposed project and having received none, the Agency finds that no modification to either the project plan or the Agency's assessment is required. The Agency therefore grants approval of the project plan.

This Planning Approval is an important step toward obtaining Public Water Supply Loan Program (PWSLP) funding; however, a number of additional requirements must be met before a loan commitment is achieved. Before proceeding toward the bidding of construction contracts, you should be in direct contact with your Project Manager to assure that sufficient progress has been made towards satisfying these additional requirements as defined in Section 662.350 of the Loan Rules.

If you have any questions, please feel free to contact Lanina Clark of the Infrastructure Financial Assistance Section at the telephone number indicated above.

Sincerely,

Gary Bingenheimer, P.E., Manager
Infrastructure Financial Assistance Section
Bureau of Water

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cc: City of Evanston, Paul Moyano, P.E.
Clerk, City of Evanston



Memorandum

To: Honorable Mayor and Members of the City Council

From: Grant Farrar, Corporation Counsel

Subject: Ordinance 11-O-18 - Amending City Code Title 1, Chapter 8

Date: February 26, 2018

Recommended Action:

City staff recommends City Council adoption of Ordinance 11-O-18 which amends Title 1, Chapter 8 of the City Code to reflect current City operations with respect to the Finance Division.

Livability Benefit

Innovation & Process: Support local government best practices and processes.

Summary

The City Code revisions provided in Ordinance 11-O-18 are necessary to reflect the current organization of City government and operations with respect to finance. Finance is no longer a separate department and is now a division within the City Manager's Office. The Chief Financial Officer is the manager of the Finance Division and reports to the City Manager.

Legislative History

N/A

Attachments:

Ordinance 11-O-18

11-O-18

AN ORDINANCE

**Amending City Code Title 1, Chapter 11 to Update the Chapter to
Current the City Organization and Operational Functions with the
Finance Division**

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

SECTION 1: Title 1, Chapter 11 of the City Code of 2012 is hereby
amended to read as follows:

CHAPTER 11 – FINANCE DIVISION ~~DEPARTMENT~~
SECTION:

1-11-1. - CREATION AND COMPOSITION.

There is hereby created an ~~executive department~~ division of the City Manager's Office devoted to finance and budgeting referred to as ~~which shall be known as the Finance Division~~ FINANCE DEPARTMENT. ~~Theis Department~~ Finance Division must ~~shall~~ be administered by the Chief Financial Officer ~~Finance Director~~ who ~~shall also be~~ is the City Treasurer ~~Comptroller~~ for purposes of statutory duties provided in the Illinois Municipal Code, 65 ILCS 5/1 *et seq.* Other members of the Finance Division ~~shall~~ must be the duly appointed deputies and employees assigned thereto.

1-11-2. – CHIEF FINANCIAL OFFICER ~~FINANCE DIRECTOR~~.

The Chief Financial Officer ~~Director of Finance~~ shall ~~be~~ is charged with the responsibility of causing all financial records and accounts of the City to be duly kept. The accounts must ~~shall~~ show at all times the financial condition of the City, including the estimated revenues, actual revenues, appropriations and expenditures of all municipal funds. He/she is responsible for filing ~~shall~~, each year, in the manner required by law, file a certified copy of the tax levy ordinance with the County Clerk of Cook County, and take such actions to publish or file any related ordinances or resolutions as is required by law.

1-11-3. - DUTIES OF CHIEF FINANCIAL OFFICER ~~FINANCE DIRECTOR AND CITY COMPTROLLER.~~

(A) The Chief Financial Officer~~Finance Director/City Treasurer~~ City Comptroller shall have the must responsibly ~~ility~~ to safeguard, conserve and protect the financial assets of the City.

(B) Custody of Books and Papers. The Chief Financial Officer ~~Finance Director/City Treasurer~~ Comptroller must ~~shall~~ have the take charge, custody and control of all deeds, leases, warrants, vouchers, books and papers, the custody and control of which is not given to any other officer.

(C) Special Assessments. The Chief Financial Officer ~~Finance Director/City Comptroller~~ must assume ~~shall~~ have the accounting responsibilities associated with special assessments as determined by the Board of Local Improvements set forth in Title 7, 15, Chapter 15-7 of this Code.

(D) Additional Duties. The Chief Financial Officer~~Finance Director/City Comptroller~~ /City Treasurer ~~must~~ ~~shall~~ perform such other duties and be subject to such other rules and regulations as the City Council or the City Manager may, from time to time, provide and establish.

1-11-4. - ANNUAL AUDIT.

As soon as practicable at the close of the year, and no later than six (6) months thereafter, there must ~~shall~~ be an audit of all accounts of the City made by a competent person authorized to act as an auditor under the laws of the State, to be designated by the City Council. Copies of such audit report must ~~shall~~ be filed with the City Clerk and with the State Comptroller and in such other places as may be required by law.

1-11-5. - BUDGET POLICY.

(A) *Fiscal Year.* The ~~2011 fiscal year of the City shall begin March 1, 2011 and close on December 31, 2011. Beginning on January 1, 2012, {~~The fiscal year of the City ~~shall~~ commences on January 1 of each year and closes on December 31 of each year.

(B) *Passage of Annual Budget.* The annual budget must ~~shall~~ be adopted by the City Council before the beginning of the fiscal year to which it applies. Passage of the annual budget must ~~shall~~ be completed in lieu of passage of the appropriation ordinance heretofore annually enacted. The annual budget must ~~shall~~ be published in the manner provided in Subsection (G) below.

(C) *Budget Manager Officer.* ~~There is hereby created the office of Budget Officer. The Budget Manager Officer shall be~~ is appointed by the City Manager and ~~shall~~ must perform such duties as ~~are~~ assigned by the City Manager and as set forth in Section 1-8-3 (D) of this Code and required by the Illinois Municipal Code.

(D) *Compilation and Contents of Budget.* On or before October 31 of each year ~~beginning in 2011~~, the City Manager ~~shall~~ must submit to the City Council an annual Municipal budget, ~~such~~ This budget ~~to~~ must contain estimates of revenues available to the City Municipality for the fiscal year for which the budget is drafted, together with recommended expenditures for the City Municipality and all of the City's Municipality's departments, commissions and boards. Revenue estimates and expenditure recommendations ~~must~~ shall be presented in a manner which is in conformity with standard good fiscal management practices. Each fiscal year budget ~~shall~~ must show the specific fund source(s) ~~from which each~~ all anticipated expenditures ~~shall be~~ made.

(E) *Funds for Contingency Purpose.* The annual budget may contain money set aside for contingency purposes not to exceed ten (10) percent of the total budget.

(F) *Revision of Annual Budget.* The ~~Municipal Budget Manager~~ Officer, subject to approval by the City Manager, ~~shall have~~ is granted the ~~power~~ authority to revise the budget within any separate fund as may be required. The corporate authorities, by a vote of two-thirds (2/3) of the members then holding office, ~~shall have the authority to~~ may revise the budget by transferring monies from one fund to another or adding to any fund. ~~No~~ Revisions of to the annual budget ~~shall be~~ may be presented if made ~~increasing the budget in the event~~ monies are ~~not~~ available to do so.

(G) *Public Hearing, Notice and Inspection of Budget.* At least one public hearing ~~shall~~ must be held by the City Council on the tentative annual budget prior to final action by the City Council. Notice of this hearing ~~shall~~ must be given by publication in a newspaper having a general circulation in the City at least ten (10) days prior to the time of the public hearing. Copies of the tentative annual budget ~~must~~ shall be made available for public inspection in printed or typewritten form in the office of the City Clerk for at least ten (10) days prior to the hearing. After said hearing, the tentative budget may be further revised and passed without further notice, inspection or hearing.

(H) *Abandonment.* This Section may be abandoned only by a vote of two-thirds (2/3) of the corporate authorities then holding office.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: If any provision of this Ordinance 11-O-18 or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity must 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.

SECTION 4: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and must be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 5: Ordinance 11-O-18 is in full force and effect after its passage, approval, and publication in the manner provided by law.

Introduced: _____, 2018

Approved:

Adopted: _____, 2018

_____, 2018

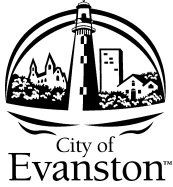
Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk

W. Grant Farrar, Corporation Counsel



Memorandum

To: Honorable Mayor and Members of the City Council
Administration & Public Works Committee

From: W. Grant Farrar, Corporation Counsel
Theresa Whittington, Liquor Licensing Manager & Legal Analyst

Subject: Ordinance 32-O-18, Decreasing the Number of Class D Liquor Licenses for
Kabul House located at 2424 Dempster Street, Evanston

Date: February 12, 2018

Recommended Action:

Staff recommends City Council adoption of Ordinance 32-O-18. *Staff recommends suspension of the rules for Introduction and Action at the February 12, 2018 City Council meeting.*

Livability Benefit:

Innovation & Process: Support local government best practices and processes.

Summary:

Ordinance 32-O-18 amends Evanston City Code of 2012 Subsection 3-4-6-(D), as amended, to decrease the number of authorized Class D liquor licenses from fifty-one (51) to fifty (50). Kabul House located at 2424 Dempster Street, Evanston is not renewing its liquor license. This Ordinance amends the City Code to reflect the decrease in Class D liquor licenses.

Legislative History:

N/A

Alternatives:

N/A

Attachments:

Ordinance 32-O-18

32-O-18

AN ORDINANCE

Amending City Code Section 3-4-6-(D) to Decrease the Number of Class D Liquor Licenses from Fifty-One to Fifty (Kabul House located at 2424 Dempster Street, Evanston)

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

SECTION 1: Class D of Table 1, Section 3-4-6 of the Evanston City Code of 2012, as amended, is hereby further amended and revised as follows:

D	Restaurant	Liquor	None	\$2,800	\$2,800	51-50	None	11 a.m.— 1 a.m. (Mon- Thurs); 11 a.m. – 2 a.m. (Fri-Sat); 12 p.m. – 1 a.m. (Sun)
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SECTION 2: Subsection 3-4-6-(D) of the Evanston City Code of 2012, as amended, is hereby further amended by decreasing the number of Class D liquor licenses from fifty-one (51) to fifty (50) to read as follows:

(D) CLASS D licenses, which shall authorize the retail sale in restaurants only of alcoholic liquor for consumption on the premises where sold. No such license may be granted to or retained by an establishment in which the facilities for food preparation and service are not primarily those of a "restaurant", as defined in 3-4-1 of this Chapter. Alcoholic liquor may be sold in restaurants holding Class D licenses only during the period when their patrons are offered a complete meal.

The applicant for the renewal only of such licenses may elect to pay the amount required herein semiannually or annually. Such election shall be made at the time of application.

The annual single-payment fee for initial issuance or renewal of such license shall be two thousand eight hundred dollars (\$2,800.00).

The total fee required hereunder for renewal applicants electing to make semiannual

payments, payable pursuant to the provisions of Section 3-4-7 of this Chapter, shall be two thousand nine hundred forty dollars (\$2,940.00).

No more than to fifty-one (51) (50) such license(s) shall be in force at any one (1) time.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: 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 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: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

Introduced: _____, 2018

Approved:

Adopted: _____, 2018

_____, 2018

Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk

W. Grant Farrar, Corporation Counsel



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: W. Grant Farrar, Corporation Counsel

Subject: Ordinance 31-O-18, Amending City Code Section 3-4-6 By Creating the
New Class X Liquor License

Date: February 26, 2018

Recommended Action:

Local Liquor Commissioner recommends City Council to adopt Ordinance 31-O-18.

Livability Benefits:

Economy & Jobs: Retain and expand local businesses.

Summary:

The City of Evanston's ("City") does not have annual liquor license tailored to arts and crafts studios that allow for the sale of beer and wine for on-site consumption. Drew Valko, owner of Board and Brush Creative Studio, approached the City of Evanston's Liquor Control Review Board ("LCRB") requesting the addition of a new annual liquor license for arts and craft studios. Ordinance 31-O-18 was prepared to allow arts and crafts studios the sale of beer and wine for on-site consumption. Particular provisions to note for the onsite consumption of beer and wine are as follows:

1. The Class X Liquor License requires licensees to provide food service where beer or wine is offered for on-site consumption.
2. Class X Liquor License holders must have at least one BASSET-certified site manager on premises whenever beer or wine is available for on-site consumption.
3. The sale of beer or wine must only take place between 12:00 p.m. to 9:00 p.m. Monday through Friday and between 11:30 a.m. to 10:00 p.m. Saturday through Sunday.
4. Licensees can serve no more than three servings of beer or wine to any person in a day.

If this license class is created, Board and Brush Creative Studio would still have to submit an application to receive a Class X Liquor License and otherwise comply with all pertinent City Code requirements.

Legislative History:

The LCRB discussed the issues regarding the creation of a new liquor license to serve beer and wine in arts and crafts studios during the January 31, 2018 LCRB meeting. The annual X liquor license fee is one thousand five hundred dollars (\$1,500.00).

Attachment:

Ordinance 31-O-18

Minutes of the January 31, 2018 Liquor Control Review Board meeting

31-O-18

AN ORDINANCE

Amending City Code Section 3-4-6 By Creating the New Class X Liquor License

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

SECTION 1: Table 1 of Section 3-4-6 of the Evanston City Code of 2012, as amended, is hereby further amended and revised to add the following:

X	Arts and Crafts Studio	Beer/Wine	None	\$1,500	\$1,500	0	None	12 p.m. — 9 p.m. (Mon-Fri); 11:30 a.m. — 10 p.m. (Sat-Sun)
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SECTION 2: Subsection 3-4-6 of the Evanston City Code of 2012, as amended, is hereby further amended by the enactment of a new Subsection (X) thereof, “Class X Liquor License”, to read as follows:

- (X)** CLASS X licenses, which authorizes the sale of beer and wine for consumption at an arts and crafts studio, is limited to patrons of at least twenty-one (21) years of age. Such arts and crafts studio liquor licenses are issued subject to the following conditions:
 1. An arts and crafts studio is defined as a place kept, used, maintained, advertised, or held out to the public as a place in which the public may participate in activities that include painting, ceramics, woodworking, and craft design and construction projects utilizing fibers, metals, wood, or glass.
 2. The sale and service of alcoholic beverages to a patron can only be a complement and be accessory to the patron’s participation in craft-making activities. Alcoholic beverages cannot be sold or served at any time when a craft-making session is not in actual operation.

3. Licensees who offer servings of beer or wine for on-site consumption must provide expanded food service which includes such items as sandwiches, flatbreads, empanadas, hot dogs, salads, or other similar a la carte items to customers who are purchasing beer or wine.
4. Licensees must not provide more than three (3) servings of beer or wine to any person in a day. Each serving must not exceed five (5) fluid ounces for wine and twelve (12) fluid ounces for beer.
5. Class X licensees must have at least one (1) BASSET-certified site manager on-premises whenever beer or wine is available for on-site consumption. All persons who sell, open, pour, dispense or serve beer or wine must be BASSET certified. Class X licensees must provide food service whenever beer or wine is available for on-site consumption, in accordance with the specifications applicable to retail sale for on-site consumption. The licensee is strictly liable for complying with all provisions regarding food service. Beer or wine for retail sale for on-site consumption must be sold and dispensed only in plastic containers provided by the licensee. Beer or wine sold within the licensed premises for consumption on the premises must not be removed from the licensed premises. No alcoholic liquor will be brought onto the licensed premises or consumed on the licensed premises other than the beer or wine sold at retail.
6. The sale of beer or wine must only take place from 12:00 p.m. to 9:00 p.m., Monday through Friday and from 11:30 a.m. to 10:00 p.m., Saturday through Sunday. No beer or wine may be consumed on the premises after 10:30 p.m. on any given day.
7. Every employee of a Class X licensee who participates in the sale of beer or wine, pursuant to this license class, must be BASSET-certified.

The applicant for the renewal only of such licenses may elect to pay the amount herein required semiannually or annually. Such election must be made at the time of application.

The annual single payment fee for initial issuance or renewal of such license is one thousand five hundred dollars (\$1,500.00).

The total fee required hereunder for renewal applicants electing to make semiannual payments, payable pursuant to the provisions of Section 3-4-7 of this Chapter, is one thousand five hundred seventy five dollars (\$1,575.00).

No more than zero (0) such license(s) will be in force at any one (1) time.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: 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 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: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

Introduced: _____, 2018

Approved:

Adopted: _____, 2018

_____, 2018

Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk

W. Grant Farrar, Corporation Counsel



MEETING MINUTES

Liquor Control Board

Wednesday, January 31, 2018 11:00 a.m.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2750

Members Present: Mayor Stephen H. Hagerty (Local Liquor Control Commissioner);
Marion Macbeth; Dick Peach

Members Absent: None

Staff Present: Grant Farrar, Theresa Whittington

**Others Present: Lenice Levy (Good to Go); Dennis Levy (Good to Go);
Rob Spengler (Board & Brush); Drew Valko (Board & Brush); Shannon
Valko (Board & Brush); Michael binsteil (Binny's); Kevin Gazly (Binny's);
Greg Versch (Binny's)**

Presiding Member: Local Liquor Control Commissioner Stephen H. Hagerty/Mayor

CALL TO ORDER

The Local Liquor Control Commissioner Stephen Hagerty called the meeting to order at 11:03 a.m.

NEW BUSINESS

Good to Go Jamaican Cuisine, LLC dba Good to Go, 711 Howard Street

Lenice Levy (LL), owner, requested approval of a class D (restaurant/liquor) liquor license. LL explained that she and her husband (Dennis Levy) purchased the building at 711 Howard street and are in the process of renovating it. For 16 years they have owned and operated Good to Go on the Chicago side of Howard street. They are long time Evanston residents and are excited to move the restaurant across the street into the renovated building on the Evanston side of Howard. Good to Go will be a full service restaurant with a private event space that can accommodate 150 people. Mayor Hagerty inquired if Good to Go has had any alcohol violations related to underage drinking at its Chicago establishment. LL responded that there have been no issues.

The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended issuance of a liquor license to be introduced at the City Council meeting on February 12, 2018.

Target Corporation, DbA Target Stores T3283, 1616 Sherman Ave

Krysanna Bowery (KB), Team Leader, attended the meeting on behalf of Target and requested approval of a Class F (grocery/liquor) license. KB stated that Target wished to be a one stop shop with alcohol to cater to customer needs. She stated that most neighboring city Target stores sell alcohol. 1400 stores nationwide sell liquor. Target

conducts extensive training of its Team Leaders on responsible sale of alcohol with a 90% and greater test score. The point of sale system in place at Target requires cashiers to obtain photo ID from all customers purchasing alcohol. Marion Macbeth reminded KB of the close proximity to NU. Mayor Hagerty asked if all cashiers are BASSET trained. KB explained that only Team Leaders are BASSET trained and cashiers undergo internal liquor training. Mayor Hagerty asked if she has had any issues with underage drinking at Target stores. KB responded that there have not been any issues in any of the stores she has worked at over the past 12 years. Mayor Hagerty reminded KB of the privilege and responsibility of having a liquor license and that there is a zero tolerance for underage drinking.

The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended issuance of a liquor license to be introduced at the City Council meeting on February 12, 2018.

Board and Brush Creative Studio, 802 Dempster

Drew Valko (DV), owner, requested approval of a new liquor license classification for an Arts and Craft studio that hosts activities involving "painting, ceramics, woodworking, craft design, and construction projects utilizing fibers, metals, wood or glass" to be able to serve beer and wine to customers for on-premises consumption. He explained that Board & Brush is a franchise that hosts wood board décor workshops 3-4 nights a week and weekends. Wood is distressed at the beginning of class using drill and hammers and similar tools. These are all put away within the first 10-15 minutes of class. Classes are instructor led. The remainder of class is spent sanding, painting and staining. There are about 200 locations and the average consumption is 1-2 drinks. They are seeking beer and wine only. Mayor Hagerty characterized the business as an "experiential" business. Shannon Valko stated that it's a social gathering experience. Dick Peach said he was not thrilled about adding yet another liquor license classification but said it is a unique application and has no issue creating a license class for it. Marion Macbeth appreciated that the distressing tools are put away early in the process. Shannon Valko stated that there are over 200 location and almost all offer alcohol. Similar new liquor license classes have been adopted in Park Ridge, Downers Grove and New Lenox. The owners of Board & Brush also own Little Beans Café in Evanston. Mayor Hagerty said he was amenable to creating a new liquor license class. Grant Farrar clarified the process and stated that the new license class would be presented to City Council first. Once the new license class is created, the applicant can submit an applicaiotn for issuance of liquor license. Mayor Hagerty reminded the applicants of he zero tolerance for underage drinking.

The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended creation of a new liquor license classification to be introduced at the City Council meeting on February 26, 2018.

Binny's Beverage Depot, 111 Chicago Ave

Mayor Hagerty shared his appreciation to Binny's for listening to his concerns about the proposed amendments to license class K. Mayor Hagerty asked Binny's representatives to introduce themselves and discuss the revised proposal to amend license class F-1. Michael Binstein (MB), owner, stated that Binny's was started in 1948

by his father. It is a private, family-owned business. It offers a range of products not currently offered in Evanston. Binny's has been interested in opening in Evanston for 15 years and feels it has finally found the right location at 1111 Chicago Ave. Binny's needs a big store to house its big selection. It has 30 employees on staff on a typical day. MB said the crux of the proposed F-1 changes revolve around craft beer container sizes and education and tasting seminars to customers. Smaller craft beer sizes are needed to be able to offer the best selection. He further suggests changing those sizes for all license class holders. Binny's has nationally acclaimed educators that offer tasting seminars to customers. These sorts of seminars are currently offered at the Lincoln Park and Highland Park locations. He would like to offer similar events in the Evanston store. At the request of Mayor Hagerty, Grant Farrar (GF) summarized the differences between Classes K and F-1. GF explained that the main differences related to scale and fees. Binny's proposal would require amendments to the existing class F-1. Craft beer container sizes have been evolving rapidly. Binny's requested changes to container size could be extended to other license classes should they seek a similar amendment. Mayor Hagerty asked MB to discuss what sort of food products would Binny's stock. MB said Binny's would have a modest selection of "drink local and eat local" items. It will be a rotating selection of items from local artisans from food and liquor. It is a new and exciting category for Binny's.

The meeting was turned over to public comments. Eight (8) people spoke and asked questions. Some questions pertained to fees, zoning and square footage. Others included comments that class K is not appropriate; a Class E would be more appropriate; that Binny's should not be granted any amendments; Binny's should have to "play by the rules" and requests that Binny's sell food items.

Mayor Hagerty summarized the issues and challenges to the Class K, E and F licenses with respect to Binny's. He noted that the issue raised about Class F businesses opening within 500 feet of each other illustrates the need to clean up conflicts that exist in the city's liquor code since the City already has businesses that are not in compliance with that particular requirement. Mayor Hagerty asked staff and liquor board members if it has previously made modifications to liquor license classes in the past. Grant Farrar responded "many times" by applicants and prospective applicants and estimates about 50 amendments over the past eight years. He summarized the various amendments made to license class K in 2009, 2013, and 2015 at the request of current license holders. Marion Macbeth commented that many of the amendments were made at the request and benefit of small business owners and feels the double standard for a larger business is not appropriate. Dick Peach agrees and adds that at the time the Class E liquor store license was created it was restricted to downtown because liquor sales were still relatively new to Evanston. Evanston 1st Liquors was one of the very first licenses issued. The thought was that containing alcohol to downtown would allow the City to better control it. Since then, Evanston has changed a lot and it has added a lot of new liquor licenses such as boutique wine stores and distilleries and craft breweries. He feels the board must be careful not to reject new ideas just because they come from a "big box". He feels the City should be accommodating and not shut the door on any business. Mayor Hagerty said he likes the revised focus on the Class F. He agrees with Alderman Wynne's desire to see some uniqueness with regards to a deli, cheese, demonstration kitchen or other similar food offerings. Alderman Rainey offered that Binny's is so different that it might benefit from a new license class. Mayor Hagerty agreed that another F category, such as an F-2 might be more appropriate. Grant Farrar offered that the comments received by email and LCRB meeting will be reviewed

and incorporated as an amendment to license class F (F-2) or a brand new license classification, depending on the direction given by the board. Presentation of an ordinance to City Council is tentatively set for February 28th to allow time for staff to review the issues and comments and to get further details from Binny's regarding its specific business model.

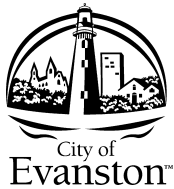
The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended creation of a new liquor license classification to be tentatively introduced at the City Council meeting on February 26, 2018.

ADJOURNMENT

The meeting was adjourned by the Local Liquor Control Commissioner Stephen H. Hagerty, Mayor at 12:28 p.m. January 31, 2018.

Respectfully Submitted,

Theresa Whittington
Liquor Licensing Manager, Legal Department



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: W. Grant Farrar, Corporation Counsel

Subject: Ordinance 33-O-18, Amending City Code Section 3-4-6 By Creating the
New Class F-2 Liquor License for a Retail Liquor Dealer/Gourmet Food
and Amenity Store

Date: February 26, 2018

Recommended Action:

Local Liquor Commissioner and staff recommend City Council adopt Ordinance 33-O-18.

Livability Benefits:

Economy & Jobs: Retain and expand local businesses.

Summary:

Michael Binstein, owner of Binny's, approached the City of Evanston's Liquor Control Review Board ("LCRB") requesting the creation of a new liquor license at 1111 Chicago Avenue. The subject premises was previously a Whole Foods that held a Class F liquor license as a grocery store.

Following LCRB consideration of the request, and the resulting discussion regarding same, staff drafted this Ordinance 33-O-18 creating the new Class F-2 license. Particular provisions to note are as follows:

1. The Class F-2 Liquor License requires licensees to provide food service where alcoholic liquor is offered for on-site consumption.
2. Class F-2 Liquor License holders must have at least one BASSET-certified site manager on premises whenever alcoholic liquor is available for on-site consumption.
3. The sale of alcoholic liquor must only take place between 8:00 a.m. to 12:00 a.m. Monday through Sunday.
4. A Class F-2 licensee must offer for sale fine cheeses, deli and gourmet food products, related accessories, baked goods or cereal grains, charcuterie, canned, refrigerated or frozen prepared food products, books and magazines, or dry goods such as stemware or glasses.

Staff specifically notes that Section 4 of the Ordinance sets a goal for local preferences regarding employment and retail sale of products, as follows:

SECTION 4: Any prospective applicant for a Class F-2 license must prioritize hiring Evanston residents for employment at the licensed premises, and, prioritize the retail sale of local Evanston artisan food and liquor products at the licensed premises.

To differentiate this proposed license class from the Class K (Vinic, Wine Goddess, Beer on Central) licenses, consumption of alcoholic liquor is not allowed in an outdoor patio or sidewalk cafe. Ordinance 33-O-18 also eliminates the prohibition that a license holder not be within 500 feet of another Class F-1 or Class F liquor licensee. Class F-2 does not permit on-site consumption of beer or wine on the premises (except for sampling or tasting) like the Class F-1 license in place for the Green Bay Road Whole Foods.

Legislative History:

The LCRB discussed the issues regarding the creation of a new liquor license at the Chicago Avenue location during the January 31, 2018 LCRB meeting. This also followed a community meeting convened by Ald. Wynne regarding this issue.

This Ordinance imposes similar and consistent requirements for retail liquor dealers selling gourmet food products, which are similar to the requirements for smaller wine, beer, and spirit shops. The Mayor and the LCRB indicated to current Class K licensees that they may request similar license language regarding smaller retail sale sizes as that set forth in subsections 1-3 of this Ordinance. The legislative record reflects that Class K licensees received 3 license modifications in 2013-2015 to accommodate expanding business concepts.

The annual F-2 liquor license fee for initial issuance is forty thousand dollars (\$40,000.00) and the renewal fee is thirteen thousand dollars (\$13,000.00).

Attachment:

Ordinance 33-O-18

Minutes of the January 31, 2018 Liquor Control Review Board meeting

33-O-18

AN ORDINANCE

**Amending City Code Section 3-4-6 By Creating the New Class F-2
Liquor License**

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

SECTION 1: Legislative Statement. The Illinois Liquor Control Act, 235 ILCS 5/1-1 et seq., (the “Act”), prescribes minimum requirements to regulate liquor license establishments in the State of Illinois, and Section 5/4-1 of the Act confers authority upon the Mayor and City Council to establish such conditions, regulations and restrictions upon the issuance of local liquor licenses consistent with law as the public good and convenience require. The Mayor as Local Liquor Control Commissioner, and the Liquor Control Review Board considered the request made by Michael Binstein for creating a new liquor license class to enable a licensed establishment to be located at 1111 Chicago Avenue in Evanston. This premises has been vacant since March 2017 generating no sales tax or employment for Evanston residents. The City of Evanston Code authorizes the Mayor and City Council to create a liquor license with special conditions. Higher application and renewal fees under the proposed F-2 liquor license bear a reasonable relationship to the City’s cost of regulation. Under Illinois law and the Evanston City Code, the Mayor and the City Council may create new liquor license classes to account for new economic development and business models offered by a prospective liquor licensee, while at the same time, ensuring such licensee is regulated accordingly.

SECTION 2: Table 1 of Section 3-4-6 of the Evanston City Code of 2012, as amended, is hereby further amended and revised to add the following:

F-2	Retail Liquor Dealer/Gourmet Food and Amenity Store	Liquor	Liquor	\$40,000	\$13,000	0	None	8 a.m. — 12 a.m. (Mon-Sun)
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SECTION 3: Subsection 3-4-6 of the Evanston City Code of 2012, as amended, is hereby further amended by the enactment of a new Subsection (F-2) thereof, “Class F-2 Liquor License”, to create a new license with the following special conditions and restrictions to read as follows:

(F-2) CLASS F-2 licenses, which authorizes the retail sale of packaged alcoholic liquor for consumption off premises and on the premises to persons of at least twenty-one (21) years of age. Class F-2 licenses are subject to the following conditions and limitations for the sale of alcohol, in original packages, unopened only:

1. It is unlawful for a Class F-2 licensee to sell a single container of beer for consumption off premises unless the volume of the container is greater than forty (40) fluid ounces or 1.18 liters, or, a single container of craft beer for consumption off premises unless the volume of the container is greater than ten (10) ounces or 0.296 liters. It is unlawful for a licensee to bundle, tape, package, or otherwise manipulate single containers of beer for sale as a set. Any such manipulation of packaging is a violation of this Subsection. Nothing in this Subsection is construed as prohibiting the sale of packages containing six (6) single containers of beer, including such packages consisting of various single containers of beer chosen by the consumer.
2. It is unlawful for a Class F-2 licensee to sell a single container of wine for consumption off premises unless the container is greater than 6.32 fluid ounces or 0.187 liters.
3. It is unlawful for a Class F-2 licensee to sell a single container of alcoholic liquor for consumption off premises, except beer and wine which are regulated by Subsections (F-2)(1) and (F-2)(2) of this Section, unless the container is greater than 1.69 fluid ounces or 0.050 liters.
4. The sale of alcoholic liquor at retail for off-site consumption pursuant to the Class F-2 license may begin after 8:00 a.m., Monday through Sunday. Alcoholic liquor for off-site consumption cannot be sold after the hour of 12:00 midnight on any day.
5. A Class F-2 licensee must provide a minimum of twenty thousand (20,000) square feet of production, preparation, and display area in which

direct retail sale of food items or related products are prepared and are for sale. The gross floor area must include premises within the exterior walls of the grocery store, but does not include any outdoor patio, parking, storage or display areas.

6. A Class F-2 licensee must offer for sale fine cheeses, deli and gourmet food products, related accessories, baked goods or cereal grains, charcuterie, canned, refrigerated or frozen prepared food products, books and magazines, or dry goods such as stemware or glasses.
7. Alcoholic liquor sold in original packages and intended for consumption off the premises cannot be opened or consumed on the premises.

The sale of alcoholic liquor is permitted for tasting/sampling on the premises subject to the following conditions:

8. Licensees who offer servings of alcoholic liquor for on-site tasting/sampling must provide food service such as cheese, crackers, snack food, or other similar deli-style items to customers who are tasting/sampling alcoholic liquor.
9. Wine tasting is permitted only during authorized hours of business. Licensees must not provide more than three (3) free samples, each of which must not exceed one (1) fluid ounce, to any person in a day. Licensees may sell wine samples, but the volume of any wine sample sold must not exceed six (6) fluid ounces and the total volume of all samples sold to a person in a day must not exceed twelve (12) fluid ounces. Licensees must not provide and/or sell more than a total of fifteen (15) fluid ounces of wine samples to any person in a day.
10. Beer tasting of only the beers permitted to be sold under this classification for consumption off-premises is permitted only during authorized hours of business. Licensees must not provide more than three (3) free samples, each of which must not exceed two (2) fluid ounces, to any person in a day. Licensees may sell beer samples, but the volume of any beer sample sold must not exceed twelve (12) fluid ounces and the total volume of all samples sold to a person in a day must not exceed twenty-four (24) fluid ounces. Licensees must not provide and/or sell more than a total of thirty (30) fluid ounces of beer samples to any person in a day.
11. Alcoholic spirit tasting is permitted only during authorized hours of business. Licensees must not provide more than three (3) free samples, each of which must not exceed one quarter (0.25) fluid ounce, to any person in a day. Licensees may sell alcoholic spirit samples, but the volume of any alcoholic spirit sample sold must not exceed one (1) fluid ounces and the total volume of all samples sold to a person in a day must not exceed two (2) fluid ounces. Licensees must not provide and/or sell more than a total of two and seventy-five hundredths (2.75) fluid ounces of alcoholic spirit samples to any person in a day.
12. Under no circumstance is the consumption of alcoholic liquor allowed in an outdoor patio or sidewalk cafe.

13. The sampling of alcoholic liquor is adjunct to the operation of a retail liquor dealer/gourmet food and amenity store, and the premises cannot be advertised or otherwise held out to be a drinking establishment.
14. Under no circumstance can the sale of alcoholic liquor take place outside of the normal business hours of the retail liquor store.
15. Class F-2 licensees must have at least one (1) BASSET-certified site manager on-premises whenever alcoholic liquor is available for on-site tasting/sampling. All persons who sell, open, pour, dispense or serve alcoholic liquor must be BASSET certified. Class F-2 licensees must provide food service whenever alcoholic liquor is available for on-site tasting/sampling. The licensee is strictly liable for complying with all provisions regarding food service. Alcoholic liquor for retail sale for on-site tasting/sampling must be sold and dispensed only in plastic containers provided by the license, and must not be removed from the licensed premises. No alcoholic liquor will be brought onto the licensed premises or consumed on the licensed premises other than the alcoholic liquor sold at retail.

The applicant for the renewal only of such licenses may elect to pay the amount herein required semiannually or annually. Such election must be made at the time of application.

The annual single payment fee for initial issuance of such license is forty thousand dollars (\$40,000.00). The annual single payment fee for renewal of such license is thirteen thousand dollars (\$13,000.00).

No more than zero (0) such license(s) will be in force at any one (1) time.

SECTION 4: Any prospective applicant for a Class F-2 license must prioritize hiring Evanston residents for employment at the licensed premises, and, prioritize the retail sale of local Evanston artisan food and liquor products at the licensed premises.

SECTION 5: Subsection 3-4-6(F-1)(5) of the Evanston City Code of 2012, as amended, is hereby deleted in its entirety.

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.

SECTION 9: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

Introduced: February 26, 2018

Approved:

Adopted: _____, 2018

_____, 2018

Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk

W. Grant Farrar, Corporation Counsel



MEETING MINUTES

Liquor Control Board

Wednesday, January 31, 2018 11:00 a.m.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2750

Members Present: Mayor Stephen H. Hagerty (Local Liquor Control Commissioner);
Marion Macbeth; Dick Peach

Members Absent: None

Staff Present: Grant Farrar, Theresa Whittington

**Others Present: Lenice Levy (Good to Go); Dennis Levy (Good to Go);
Rob Spengler (Board & Brush); Drew Valko (Board & Brush); Shannon
Valko (Board & Brush); Michael binsteil (Binny's); Kevin Gazly (Binny's);
Greg Versch (Binny's)**

Presiding Member: Local Liquor Control Commissioner Stephen H. Hagerty/Mayor

CALL TO ORDER

The Local Liquor Control Commissioner Stephen Hagerty called the meeting to order at 11:03 a.m.

NEW BUSINESS

Good to Go Jamaican Cuisine, LLC dba Good to Go, 711 Howard Street

Lenice Levy (LL), owner, requested approval of a class D (restaurant/liquor) liquor license. LL explained that she and her husband (Dennis Levy) purchased the building at 711 Howard street and are in the process of renovating it. For 16 years they have owned and operated Good to Go on the Chicago side of Howard street. They are long time Evanston residents and are excited to move the restaurant across the street into the renovated building on the Evanston side of Howard. Good to Go will be a full service restaurant with a private event space that can accommodate 150 people. Mayor Hagerty inquired if Good to Go has had any alcohol violations related to underage drinking at its Chicago establishment. LL responded that there have been no issues.

The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended issuance of a liquor license to be introduced at the City Council meeting on February 12, 2018.

Target Corporation, DbA Target Stores T3283, 1616 Sherman Ave

Krysanna Bowery (KB), Team Leader, attended the meeting on behalf of Target and requested approval of a Class F (grocery/liquor) license. KB stated that Target wished to be a one stop shop with alcohol to cater to customer needs. She stated that most neighboring city Target stores sell alcohol. 1400 stores nationwide sell liquor. Target

conducts extensive training of its Team Leaders on responsible sale of alcohol with a 90% and greater test score. The point of sale system in place at Target requires cashiers to obtain photo ID from all customers purchasing alcohol. Marion Macbeth reminded KB of the close proximity to NU. Mayor Hagerty asked if all cashiers are BASSET trained. KB explained that only Team Leaders are BASSET trained and cashiers undergo internal liquor training. Mayor Hagerty asked if she has had any issues with underage drinking at Target stores. KB responded that there have not been any issues in any of the stores she has worked at over the past 12 years. Mayor Hagerty reminded KB of the privilege and responsibility of having a liquor license and that there is a zero tolerance for underage drinking.

The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended issuance of a liquor license to be introduced at the City Council meeting on February 12, 2018.

Board and Brush Creative Studio, 802 Dempster

Drew Valko (DV), owner, requested approval of a new liquor license classification for an Arts and Craft studio that hosts activities involving "painting, ceramics, woodworking, craft design, and construction projects utilizing fibers, metals, wood or glass" to be able to serve beer and wine to customers for on-premises consumption. He explained that Board & Brush is a franchise that hosts wood board décor workshops 3-4 nights a week and weekends. Wood is distressed at the beginning of class using drill and hammers and similar tools. These are all put away within the first 10-15 minutes of class. Classes are instructor led. The remainder of class is spent sanding, painting and staining. There are about 200 locations and the average consumption is 1-2 drinks. They are seeking beer and wine only. Mayor Hagerty characterized the business as an "experiential" business. Shannon Valko stated that it's a social gathering experience. Dick Peach said he was not thrilled about adding yet another liquor license classification but said it is a unique application and has no issue creating a license class for it. Marion Macbeth appreciated that the distressing tools are put away early in the process. Shannon Valko stated that there are over 200 location and almost all offer alcohol. Similar new liquor license classes have been adopted in Park Ridge, Downers Grove and New Lenox. The owners of Board & Brush also own Little Beans Café in Evanston. Mayor Hagerty said he was amenable to creating a new liquor license class. Grant Farrar clarified the process and stated that the new license class would be presented to City Council first. Once the new license class is created, the applicant can submit an applicaiotn for issuance of liquor license. Mayor Hagerty reminded the applicants of he zero tolerance for underage drinking.

The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended creation of a new liquor license classification to be introduced at the City Council meeting on February 26, 2018.

Binny's Beverage Depot, 111 Chicago Ave

Mayor Hagerty shared his appreciation to Binny's for listening to his concerns about the proposed amendments to license class K. Mayor Hagerty asked Binny's representatives to introduce themselves and discuss the revised proposal to amend license class F-1. Michael Binstein (MB), owner, stated that Binny's was started in 1948

by his father. It is a private, family-owned business. It offers a range of products not currently offered in Evanston. Binny's has been interested in opening in Evanston for 15 years and feels it has finally found the right location at 1111 Chicago Ave. Binny's needs a big store to house its big selection. It has 30 employees on staff on a typical day. MB said the crux of the proposed F-1 changes revolve around craft beer container sizes and education and tasting seminars to customers. Smaller craft beer sizes are needed to be able to offer the best selection. He further suggests changing those sizes for all license class holders. Binny's has nationally acclaimed educators that offer tasting seminars to customers. These sorts of seminars are currently offered at the Lincoln Park and Highland Park locations. He would like to offer similar events in the Evanston store. At the request of Mayor Hagerty, Grant Farrar (GF) summarized the differences between Classes K and F-1. GF explained that the main differences related to scale and fees. Binny's proposal would require amendments to the existing class F-1. Craft beer container sizes have been evolving rapidly. Binny's requested changes to container size could be extended to other license classes should they seek a similar amendment. Mayor Hagerty asked MB to discuss what sort of food products would Binny's stock. MB said Binny's would have a modest selection of "drink local and eat local" items. It will be a rotating selection of items from local artisans from food and liquor. It is a new and exciting category for Binny's.

The meeting was turned over to public comments. Eight (8) people spoke and asked questions. Some questions pertained to fees, zoning and square footage. Others included comments that class K is not appropriate; a Class E would be more appropriate; that Binny's should not be granted any amendments; Binny's should have to "play by the rules" and requests that Binny's sell food items.

Mayor Hagerty summarized the issues and challenges to the Class K, E and F licenses with respect to Binny's. He noted that the issue raised about Class F businesses opening within 500 feet of each other illustrates the need to clean up conflicts that exist in the city's liquor code since the City already has businesses that are not in compliance with that particular requirement. Mayor Hagerty asked staff and liquor board members if it has previously made modifications to liquor license classes in the past. Grant Farrar responded "many times" by applicants and prospective applicants and estimates about 50 amendments over the past eight years. He summarized the various amendments made to license class K in 2009, 2013, and 2015 at the request of current license holders. Marion Macbeth commented that many of the amendments were made at the request and benefit of small business owners and feels the double standard for a larger business is not appropriate. Dick Peach agrees and adds that at the time the Class E liquor store license was created it was restricted to downtown because liquor sales were still relatively new to Evanston. Evanston 1st Liquors was one of the very first licenses issued. The thought was that containing alcohol to downtown would allow the City to better control it. Since then, Evanston has changed a lot and it has added a lot of new liquor licenses such as boutique wine stores and distilleries and craft breweries. He feels the board must be careful not to reject new ideas just because they come from a "big box". He feels the City should be accommodating and not shut the door on any business. Mayor Hagerty said he likes the revised focus on the Class F. He agrees with Alderman Wynne's desire to see some uniqueness with regards to a deli, cheese, demonstration kitchen or other similar food offerings. Alderman Rainey offered that Binny's is so different that it might benefit from a new license class. Mayor Hagerty agreed that another F category, such as an F-2 might be more appropriate. Grant Farrar offered that the comments received by email and LCRB meeting will reviewed

and incorporated as an amendment to license class F (F-2) or a brand new license classification, depending on the direction given by the board. Presentation of an ordinance to City Council is tentatively set for February 28th to allow time for staff to review the issues and comments and to get further details from Binny's regarding its specific business model.

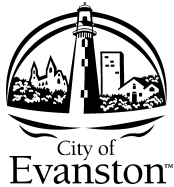
The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended creation of a new liquor license classification to be tentatively introduced at the City Council meeting on February 26, 2018.

ADJOURNMENT

The meeting was adjourned by the Local Liquor Control Commissioner Stephen H. Hagerty, Mayor at 12:28 p.m. January 31, 2018.

Respectfully Submitted,

Theresa Whittington
Liquor Licensing Manager, Legal Department



Memorandum

To: Honorable Mayor and Members of the City Council
Members of the Administration & Public Works Committee

From: Erika Storlie, Assistant City Manager
Lara Biggs, P.E., Bureau Chief – Capital Planning / City Engineer
Rajeev Dahal, Senior Project Manager - Transportation

Subject: Ordinance 20-O-18, Amending City Code to Allow for One-Way Traffic Flow during Willard School Drop-Off and Pick-Up Hours on Hurd Street and Central Park Avenue

Date: February 13, 2018

Recommended Action:

Staff recommends City Council adoption of Ordinance 20-O-18, amending City Code Section 10-11-4, Schedule IV (A) to establish one-way south traffic on Hurd Street between Isabella Street and Park Place, and one-way north traffic on Central Park Avenue between Park Place and Isabella Street adjacent to Willard Elementary School during drop-off and pick-up hours. This Ordinance was approved for Introduction at the February 12, 2018 City Council meeting.

Funding Source:

Funding for signage will be through the General Fund-Traffic Control Supplies (Account 100.40.4520.65115), with a FY 2018 budget of \$58,000.

Livability Benefits:

Built Environment: enhance public spaces and provide complete streets
Health & Safety: improve emergency prevention and response

Summary:

Alderman Suffredin, Willard School Principal, area residents, School District 65 and City staff attended a meeting at the school on January 17, 2018 to discuss congestion and

safety concerns on Hurd Street and Central Park Avenue during the school arrival and dismissal periods. Based on the discussions at the meeting and in an attempt to reduce congestion and increase safety of school children in the vicinity of Willard School, staff is recommending one-way traffic flow on Hurd Street and Central Park Avenue. Traffic on Hurd Street will be allowed only in the southbound direction and traffic on Central Park will be allowed only in the northbound direction during the during Willard School arrival and dismissal periods. This traffic technique has been used at other schools in the City to improve circulation and address congestion/safety concerns.

Attachment:

Ordinance 20-O-18

20-O-18

AN ORDINANCE

Amending Schedule IV(A), “ One-Way Streets,” of City Code Section 10-11-4(A), to Include Portions of Hurd Avenue and Central Park Avenue During Willard Elementary School Drop-Off and Pick-Up Hours

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

SECTION 1: Schedule IV(A), “One-Way Streets,” of Section 10-11-4(A), of the Evanston City Code of 2012, as amended, is hereby further amended to include the following:

<u>Hurd Avenue – Isabella Street to Park Place during Willard Elementary School Drop-Off and Pick-Up hours</u>	<u>South Only</u>
<u>Central Park Avenue – Park Place to Isabella Street during Willard Elementary School Drop-off and Pick-Up hours</u>	<u>North Only</u>

SECTION 2: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance will be in full force and effect from and after its passage, approval and publication in the manner provided by law.

SECTION 5: 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, and each invalid provision or invalid application of this ordinance is severable.

Introduced: _____, 2018

Approved:

Adopted: _____, 2018

_____, 2018

Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid
City Clerk

Grant Farrar
Corporation Counsel



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: W. Grant Farrar, Corporation Counsel
Alexandra B. MacKey, Assistant City Attorney

Subject: Ordinance 10-O-18, Amending City Code to Include Civil Restitution

Date: February 13, 2018

Recommended Action:

City staff recommends City Council adoption of Ordinance 10-O-18 to amend City Code Subsection 1-4-1, "General Penalties," to include civil restitution by order of Court. This Ordinance was approved for Introduction at the February 12, 2018 City Council meeting.

Livability Benefit

Innovation & Process: Support local government best practices and processes.

Summary

Ordinance 10-O-18 serves to update the general penalties section of the City Code. This ordinance adds civil restitution to the penalties available for City Code violations. Civil restitution may only be ordered by a Court after a finding of guilt or a guilty plea by a defendant.

The Illinois Municipal Code mandates that fines issued by a municipality are limited to seven hundred and fifty dollars (\$750.00). 65 ILCS 5/1-2-1. This ordinance allows a Court to order restitution beyond the maximum fine amount. Other municipalities, such as, Arlington Heights, Champaign and Schaumburg, have similar civil restitution ordinances to recover loss or damage committed by a defendant.

Attachments:

Ordinance 10-O-18

10-O-18

AN ORDINANCE

**Amending City Code Section 1-4-1, "General Penalty,"
to Include Civil Restitution**

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

SECTION 1: City Code Section 1-4-1, "General Penalty," of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

1-4-1. - GENERAL PENALTY.

- (A)** Whenever any provision of this Code or any ordinance of the City: 1) prohibits an act or makes or declares an act unlawful or an offense; or 2) requires an act to be performed or declares the failure to perform an act to be unlawful or an offense, and the Code is silent with respect to the penalty to be imposed upon a finding of liable, the penalty shall be a fine of not less than twenty dollars (\$20.00) but not more than seven hundred fifty dollars (\$750.00) and/or compliance with or community service orders as specified in Subsection 11-1-9(F) of this Code. Where applicable, each day a Code provision is found to have been violated shall constitute a separate offense and when the Code is silent as to penalty, each separate offense subjects the violator to the penalty provided for in this Subsection.
- (B)** In addition to any fine imposed under subsection (A) of this section, a violator may be required to pay administrative costs and enforcement costs and may be ordered to cease violating and/or comply with the Code provision(s) found to have been violated and/or ordered to post a compliance bond as provided by Title 11 of this Code. The Manager of the Division of Administrative Adjudication shall establish a uniform schedule of administrative costs and enforcement costs.
- (C)** In addition to any fine imposed under Subsection (A) of this Section, whenever a finding of guilty is entered by the Circuit Court or a plea of guilty is entered by a defendant, the Court may order a defendant to pay restitution. The Court will determine the amount and conditions of the restitution payment.

SECTION 2: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and will be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance will be in full force and effect from and after its passage, approval and publication in the manner provided by law.

SECTION 5: If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity will 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.

Introduced: _____, 2018

Approved:

Adopted: _____, 2018

_____, 2018

Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk

W. Grant Farrar, Corporation Counsel



Memorandum

To: Honorable Mayor and Members of the City Council
Administration & Public Works Committee

From: W. Grant Farrar, Corporation Counsel
Theresa Whittington, Administrative Adjudication & Liquor Licensing
Manager

Subject: Ordinance 26-O-18, Increasing the Number of Class F Liquor Licenses for
Target Corporation Dba Target Store T3283, 1616 Sherman Ave

Date: February 1, 2018

Recommended Action:

Local Liquor Commissioner provides a recommendation to City Council regarding the adoption of Ordinance 26-O-18. This Ordinance was approved for Introduction at the February 12, 2018 City Council meeting.

Livability Benefits:

Economy & Jobs: Retain and expand local businesses

Summary:

Ordinance 26-O-18 amends Evanston City Code of 2012 Subsection 3-4-6-(F), as amended, to increase the number of authorized Class F liquor licenses from nine (9) to ten (10), and permit issuance of a Class F license to Target Corporation Dba Target Store T3283, 1616 Sherman Ave. This license will permit Company to retail sale of alcoholic liquor in grocery stores in original packages to persons of at least twenty-one (21) years of age for consumption off the premises. Application materials were submitted by Company representative Carole Helmin.

Legislative History:

At the January 31, 2018 Liquor Control Review Board meeting, Company requested consideration of application for a Class F liquor license

Alternatives:

n/a

Attachments:

Ordinance 26-O-18

Application

Minutes of the January 31, 2018 Liquor Control Review Board meeting

26-O-18

AN ORDINANCE

**Amending City Code Section 3-4-6-(F)
to Increase the Number of Class F Liquor Licenses from Nine to Ten
(Target Corporation Db a Target Store T3283, 1616 Sherman Ave)**

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

SECTION 1: Class F of Table 1, Section 3-4-6 of the Evanston City Code of 2012, as amended, is hereby further amended and revised as follows:

F	Grocery	None	Liquor	\$35,000	\$11,500	9 10	Store over 12,000 sq. ft. (product display)	8 a.m.—Midnight
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SECTION 2: Subsection 3-4-6-(F) of the Evanston City Code of 2012, as amended, is hereby further amended by increasing the number of Class F liquor licenses from nine (9) to ten (10) to read as follows:

(F) CLASS F licenses, which shall authorize the retail sale of alcoholic liquor in grocery stores, combination stores as defined in Section 3-4-1 of this Chapter, and wholesale clubs requiring membership in original packages to persons of at least twenty-one (21) years of age for consumption off the premises. Class F licenses shall also authorize the tasting of alcoholic liquor not exceeding the limits set forth herein.

1. It shall be unlawful for a Class F licensee to sell a single container of beer unless the volume of the container is greater than forty (40) ounces or 1.18 liters. It shall be unlawful for a licensee to bundle, tape, package, or otherwise manipulate single containers of beer for sale as a set. Any such manipulation of packaging shall be a violation of this Subsection. Nothing in this Subsection shall be construed as prohibiting the sale of packages containing six single containers of beer, including such packages consisting of various single containers of beer chosen by the consumer.
2. It shall be unlawful for a Class F licensee to sell a single container of wine unless the container is greater than sixteen (16) fluid ounces or 0.473

- liters.
3. It shall be unlawful for a Class F licensee to sell a single container of alcoholic liquor, except beer and wine which are regulated by Subsections (F)1 and (F)2 of this Section, unless the container is greater than sixteen (16) fluid ounces or 0.473 liters.
 4. The sale of alcoholic liquor at retail pursuant to the Class F license may begin after 8:00 a.m., Monday through Sunday. Alcoholic liquor shall not be sold after the hour of 12:00 midnight on any day.
 5. No such license may be granted to an establishment that is located within five hundred (500) feet of a licensee holding a Class F liquor license.
 6. A Class F licensee shall provide a minimum of twelve thousand (12,000) square feet of production, preparation, and display area in which products are prepared and are for sale.
 7. Class F licenses shall permit the tasting of samples of the alcoholic liquor permitted to be sold under this classification, on the licensed premises during authorized hours of business. No charge, cost, fee, or other consideration of any kind shall be levied for any such tasting. Licensees shall not provide more than three (3) free tastings, each of which shall not exceed one (1) fluid ounce for wine, two (2) fluid ounces for beer and one-quarter (.25) fluid ounce for distilled alcohol, to any person in a day. Licensees must have at least one (1) BASSET-certified site manager on-premises whenever offering alcoholic liquor for tastings. Licensees must provide food service when offering alcoholic liquor for tastings.

The applicant for a Class F license shall pay a first year license fee of thirty-five thousand dollars (\$35,000.00). Thereafter, the annual fee for a Class F license shall be eleven thousand five hundred dollars (\$11,500.00).

No more than ~~nine (9)~~ ten (10) such license(s) shall be in force at any one (1) time.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: 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 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: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

Introduced: _____, 2018

Approved:

Adopted: _____, 2018

_____, 2018

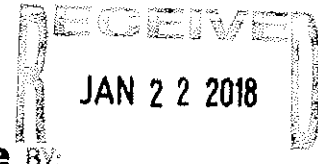
Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk

W. Grant Farrar, Corporation Counsel



City of Evanston Application for Liquor License

Date:	<input checked="" type="checkbox"/> New business <input type="checkbox"/> Change of Ownership/Corporation <input type="checkbox"/> Change of License Class	Liquor Class: F- Grocery	Initial license Fee: \$35,000
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1. APPLICANT

A. Corporation name:
Target Corporation

B. Business name:
Target Stores T3283

C. Previous business name (if dba changed):
N/A

D. Business address (city, state, zip code):
1616 Sherman Ave, Evanston, IL 60201

E. Business telephone: TBD	F. Business website: www.target.com	G. Business Email: Liquor.Licensing@target.com	H. Illinois business tax number: REDACTED
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2. BUSINESS ESTABLISHMENT LOCATION INFORMATION

A. Address applying for liquor license (exact street address):
1616 Sherman Ave

Evanston Zip code:
60201

B. Full description of the location including floor layout, specific floors, rooms, etc. (attach a site plan):
See attached

C. Is the business required to be located within the "Retail Package Store Area"?
 Yes No
 If yes, is it located within the "Retail Package Store Area"?
 Yes No

3. BUSINESS TYPE & LIQUOR SERVICE INFORMATION

A. Business type: Restaurant Hotel Package Store Grocery Store BrewPub

Craft Distillery Craft Brewery Craft Winery Other (explain):

Describe the nature of the business / kind of business:
Retailer of general merchandise w/limited grocery

Liquor to be served and/or sold: Alcoholic liquor Beer & Wine only Beer Only Wine only

Days and times liquor is served:

<input checked="" type="checkbox"/> Sunday 8am to 10pm	<input checked="" type="checkbox"/> Monday 7am to 10pm	<input checked="" type="checkbox"/> Tuesday 7am to 10pm	<input checked="" type="checkbox"/> Wednesday 7am to 10pm
<input checked="" type="checkbox"/> Thursday 7am to 10pm	<input checked="" type="checkbox"/> Friday 7am to 10pm	<input checked="" type="checkbox"/> Saturday 8am to 11pm	

Liquor will served or sold by:
 Glass Bottle Can Waitstaff and/or Over the counter



4. BUSINESS SPECIFIC INFORMATION (for restaurants)	
A. Does the applicant seek to sell and/or serve liquor upon the premises of a restaurant? If your response is "No," skip this section and proceed to section 5.	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
B. Does the restaurant premises maintain and conduct business to the public as an establishment where meals are actually and regularly served?	<input type="checkbox"/> yes <input type="checkbox"/> no
C. Does the restaurant provide adequate and sanitary kitchen and dining room equipment and capacity, with sufficient employees to prepare, cook, and serve suitable food?	<input type="checkbox"/> yes <input type="checkbox"/> no
D. How many tables are or will be in the restaurant? What is the seating capacity?	
E. Is there an existing or proposed menu? If your response is "no", please create a proposed menu before applying. If your response is "Yes," please attach the menu.	<input type="checkbox"/> yes <input type="checkbox"/> no
F. Does the restaurant currently hold or has applied for a City of Evanston food license? If your response is "Yes," what is the expected issue date?	<input type="checkbox"/> yes <input type="checkbox"/> no

5. BUSINESS SPECIFIC INFORMATION (for hotels)	
A. Does the applicant seek to sell and/or serve liquor upon the premises of a hotel? If your response is "No," skip this section and proceed to section 6.	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
B. Does the hotel premises maintain and conduct business to the public as an establishment where meals are actually and regularly served?	<input type="checkbox"/> yes <input type="checkbox"/> no
C. Does the hotel provide adequate and sanitary kitchen and dining room equipment and capacity, with sufficient employees to prepare, cook, and serve suitable food?	<input type="checkbox"/> yes <input type="checkbox"/> no
D. Does the hotel have at least 50 regular rooms for transients?	<input type="checkbox"/> yes <input type="checkbox"/> no
E. Does the hotel currently hold or has applied for a City of Evanston food license? If your response is "Yes," what is the expected issue date?	<input type="checkbox"/> yes <input type="checkbox"/> no

6. BUSINESS SPECIFIC INFORMATION (for package stores)	
A. Does the applicant seek to sell liquor upon the premises of a package store? If your response is "No," skip this section and proceed to section 7.	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
B. Is the package store premises located in the "retail package store area" as defined by the attached map?	<input type="checkbox"/> yes <input type="checkbox"/> no
C. Is the package store used only for retail sale of alcoholic liquor in original packages to persons at least 21 years of age for consumption off the premises?	<input type="checkbox"/> yes <input type="checkbox"/> no
D. Has the applicant reviewed the Liquor Code definition of a "package store"?	<input type="checkbox"/> yes <input type="checkbox"/> no

7. BUSINESS SPECIFIC INFORMATION (for grocery stores)	
A. Does the applicant seek to sell and liquor upon the premises of a grocery store and/or combination store? If your response is "No," skip this section and proceed to section 8.	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
B. Does the grocery store premises consist of a grocery store and combination store under one roof?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
C. Does the grocery store provide a minimum of 12,000 square feet of production, preparation, and display for product sales? Approximately how many square feet are provided? 28,597 sq.ft. (total bldg)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
D. Does the grocery store currently hold or has applied for a City of Evanston food license? If your response is "Yes," what is the expected issue date? Before store open date of 3/6/2018	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no



8. BUSINESS SPECIFIC INFORMATION (BrewPub)	
A. Does the applicant seek to sell and liquor upon the premises of a BrewPub? If your response is "No," skip this section and proceed to section 9.	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
B. Does the brewpub premises maintain and conduct business to the public as an establishment where meals are actually and regularly served?	<input type="checkbox"/> yes <input type="checkbox"/> no
C. Does the brewpub provide adequate and sanitary kitchen and dining room equipment and capacity, with sufficient employees to prepare, cook, and serve suitable food?	<input type="checkbox"/> yes <input type="checkbox"/> no
D. How many tables are or will be in the brewpub? _____ What is the seating capacity? _____	
E. Is there an existing or proposed menu? If your response is "no", please create a proposed menu before applying. If your response is "Yes," please attach the menu.	<input type="checkbox"/> yes <input type="checkbox"/> no
F. Does the brewpub currently hold or has applied for a City of Evanston food license? If your response is "Yes," what is the expected issue date? _____ If "no" provide date when you will apply: _____	<input type="checkbox"/> yes <input type="checkbox"/> no

9. BUSINESS SPECIFIC INFORMATION (Craft Distillery)	
A. Does the applicant seek to sell and liquor upon the premises of a Craft Distillery? If your response is "No," skip this section and proceed to section 10.	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
B. Does the craft distiller possess a valid craft distiller license from the State of Illinois? If "No", Please provide date you intend to obtain you license: _____	<input type="checkbox"/> yes <input type="checkbox"/> no
C. Does the craft distiller intend to have a tasting room? If "Yes", What is the seating capacity? _____	<input type="checkbox"/> yes <input type="checkbox"/> no
D. Has the applicant reviewed the Liquor Code definition and class description of a "craft distiller"?	<input type="checkbox"/> yes <input type="checkbox"/> no

10. BUSINESS SPECIFIC INFORMATION (Craft Brewery)	
A. Does the applicant seek to sell and liquor upon the premises of a Craft Brewery? If your response is "No," skip this section and proceed to section 11.	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
B. Does the craft brewery possess a valid craft distiller license from the State of Illinois? If "No", Please provide date you intend to obtain you license: _____	<input type="checkbox"/> yes <input type="checkbox"/> no
C. Does the craft brewery intend to have a tasting room? If "Yes", What is the seating capacity? _____	<input type="checkbox"/> yes <input type="checkbox"/> no
D. Does the craft brewery intend to offer retail sale of beer for on site consumption? If "Yes" you must offer food service. Please upload a proposed menu.	<input type="checkbox"/> yes <input type="checkbox"/> no
E. Is there an existing or proposed menu? If your response is "Yes," please attach the menu.	<input type="checkbox"/> yes <input type="checkbox"/> no
F. Does the craft brewery currently hold or has applied for a City of Evanston food license? If your response is "Yes," what is the expected issue date? _____	<input type="checkbox"/> yes <input type="checkbox"/> no
G. Has the applicant reviewed the Liquor Code definition and class description of a "craft brewery"?	<input type="checkbox"/> yes <input type="checkbox"/> no



11. BUSINESS SPECIFIC INFORMATION (Craft Winery)	
A. Does the applicant seek to sell and liquor upon the premises of a Craft Winery? If your response is "No," skip this section and proceed to section 12.	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
B. Does the craft winery possess a valid craft distiller license from the State of Illinois? If "No", Please provide date you intend to obtain you license: _____	<input type="checkbox"/> yes <input type="checkbox"/> no
C. Does the craft winery intend to have a tasting room? If "Yes", What is the seating capacity? _____	<input type="checkbox"/> yes <input type="checkbox"/> no
D. Does the craft winery intend to offer retail sale of beer for on site consumption? If "Yes" you must offer food service. Please upload a proposed menu.	<input type="checkbox"/> yes <input type="checkbox"/> no
E. Is there an existing or proposed menu? If your response is "Yes," please attach the menu.	<input type="checkbox"/> yes <input type="checkbox"/> no
F. Does the craft winery currently hold or has applied for a City of Evanston food license? If your response is "Yes," what is the expected issue date? _____	<input type="checkbox"/> yes <input type="checkbox"/> no
G. Has the applicant reviewed the Liquor Code definition and class description of a "craft winery"?	<input type="checkbox"/> yes <input type="checkbox"/> no

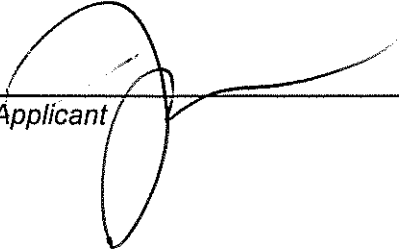
12. PREMISES OWNERSHIP INFORMATION	
A. Does the corporation own the premises for which this liquor license is being sought? If your response is "Yes," attach a copy of ownership and proceed to section 13.	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
B. Does the corporation possess a lease on such premises covering the full period for which such liquor license is sought?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
C. What is the period covered by the lease? <u>5/18/2017</u> to <u>5/18/2027</u> (with option at that time to extend for five consecutive additional terms of 5 Lease Years each)	
D. What is the name of the Landlord? <u>MB EVANSTON SHERMAN, L.L.C.</u>	
E. What is the address of the Landlord? (please include city, state, and zip code.)	<u>c/o Highlands REIT, Inc. 332 S. Michigan Avenue, 9th Floor Chicago, IL 60604</u>

13. ELIGIBILITY QUESTIONS	
A. Has the owner or any relative had a business or liquor license revoked?	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
B. Is the owner <i>disqualified</i> to receive a license by reason of any matter or thing contained in Title 3, Chapter 4 of the City of Evanston Code, other ordinance, and laws of the State of Illinois or other ordinances of the City of Evanston?	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
C. Does the owner <i>agree</i> not to violate any laws of the State of Illinois, or of the United States, or any ordinance of the City of Evanston in the conduct of his or her place of business?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
D. Does the owner/officer (s) owe any debt or unpaid tax to the City of Evanston? If yes, explain: _____	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
E. Has the owner received assistance in preparing this application? If the response is "Yes," please provide the information below.	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
name	address
telephone	relationship



City of Evanston annual Liquor License Application

I, the Applicant and/or duly appointed representative, have reviewed the prepared application and accept it as true and correct to the best of my knowledge. I agree to report any changes to the contents of this application, whether they occur before or after a license is issued, to the City of Evanston within 30 days. I agree to notify the City of Evanston of any and all changes in corporate stockholder shares, corporate officers and directors. **Further, I understand that the liquor license issued is not transferrable. It is understood that the acceptance and deposition of the fee herein tendered *does not* constitute acceptance of the liquor license application.**



Signature of Applicant

1/19/2018

Date

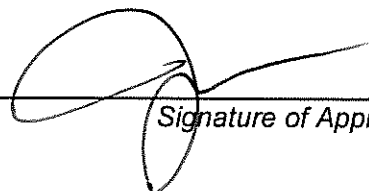


City of Evanston Liquor License Application

AFFIDAVIT

State of Minnesota)
) SS
County of Hennepin)

The undersigned hereby makes application for a Class F liquor license. I / we swear (or affirm) that I / we will not violate any of the ordinances of the City of Evanston or laws of the State of Illinois or the laws of the United States of America in the conduct of the place of business described herein; that I have read and understand Title 3, Chapter 4 of the Evanston City Code; and that the statements contained in this application are true and correct.

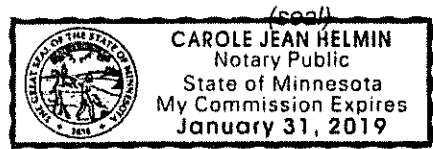


Signature of Applicant

Signature of Applicant

Subscribed and sworn to before me
this 19th day of January, 2018
Carole Helmin

Notary Public





City of Evanston annual Liquor License Application

CORPORATE INFORMATION FORM
(Supplement A)

Applicants must file business with Secretary of State:		
Name of Corporation/Partnership: Target Corporation		
Corporate Address: 1000 Nicollet Mall, Minneapolis, MN 55403		
Corporate Ph #: 612-761-1015	Corporate Email: Liquor.Licensing@target.com	FEIN:REDACTED
Business Status:		
Date Corporation/Partnership was Organized:	4/23/1975	
State Articles of Incorporation/Organization filed:	Illinois	
Date Articles of Incorporation/Organization filed with Secretary of State:	N/A	
Date Certification of Incorporation/Organization was issued by Secretary of State:	N/A	
Are there any amendments to Articles of Incorporation? <i>(if yes, provide date filed)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<u>Date Amendment Filed</u>
What are the total shares of stock created by this Corporation? See copies of filed Foreign Corporation Annual Report		
H. List stockholders with 5% or more in holdings <i>(corporations with a long list, attach copy of list):</i>		
	Name	Percentage of Stock
See attached - Target Corporation is a publicly traded company on the NYSE		
Has Corporation attached an organization chart /listing with Names, Title, Address and Percentage of Stock of Corporation officers and directors? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If no, explain: Have attached list of principal officers in regards to Liquor Licensing.		
Has the Corporation attached evidence of Good Standing with the State of Illinois? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, explain:		
Has the Corporation attached a file-stamped copy of Articles of Incorporation/organization ? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If no, explain: There are none as Target is a Minnesota Corporation		
Explain any existing options & names of persons concerned as they pertain to purchase or acquire stock at a future date: N/A		
What is the objective of Corporation? See attached		
Has a <i>Shareholder and/or Site Manager Background Form</i> been completed for each person holding (5%) or more stock in this corporation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A		

Objects of Corporation:

To construct, own, lease, operate and manage retail department stores for sale of dry goods, general merchandise and perishable consumer products; to provide personal and professional services, whether directly or indirectly by the Corporation; to buy and sell real and personal property of every kind and description in connection therewith; and to conduct such other business in which it is authorized to engage under the Minnesota Business Corporation Act.



January 16, 2018

To Whom It May Concern;

Please be advised that there are no officers or employees of Target Corporation owning five percent (5%) or more of Target Corporation stock, a publicly traded company.

Sincerely,

Janine L. Brown-Wiese
Vice President
Target Corporation



January 18, 2018

To Whom It May Concern;

Please be advised that Corey Haaland, and Janine Brown-Wiese are the principal officers for Target Corporation, qualified to do business in the State of Illinois, as Target Stores, for liquor licensing purposes.

Corey Haaland, Sr Vice President and Treasurer and Janine Brown-Wiese, Vice President and Assistant Treasurer, respectively, oversees the business licensing group that applies for and renews Target's liquor licenses.

Sincerely,

A handwritten signature in cursive script that reads "Carole Helmin".

Carole Helmin
Sr. Business License Specialist
Target Corporation
33 South 6th St, CC-1028
Minneapolis, MN 55402
Ph – (612) 761-1015



TARGET CORPORATION OFFICERS

<u>NAME</u>	<u>TITLE</u>	<u>ADDRESS</u>	<u>Phone</u>	<u>% OF OWNERSHIP</u>
Janine L. Brown-Wiese	Vice President Tax	33 S. 6th Street, CC-1028 Minneapolis, MN 55402	(612) 761-1853	Negligible (Less than 1%)
Corey L. Haaland	Senior Vice President Treasurer	33 S. 6th Street, CC-1028 Minneapolis, MN 55402	(612) 761-1853	Negligible (Less than 1%)

Target Corporation is a publicly held corporation

Beneficial ownership of Target's largest shareholders

The following table includes certain information about each person or entity known to us to be the beneficial owner of more than five percent of our common stock:

Name and address of >5% beneficial owner	Number of common shares beneficially owned	Percent of class⁽¹⁾
State Street Corporation One Lincoln Street Boston, Massachusetts 02111	51,204,237 ⁽²⁾	9.3%
The Vanguard Group 100 Vanguard Boulevard Malvern, Pennsylvania 19355	40,599,172 ⁽³⁾	7.4%
BlackRock, Inc. 55 East 52nd Street New York, New York 10055	38,296,297 ⁽⁴⁾	6.9%

(1) Based on shares outstanding on March 29, 2017.

(2) State Street Corporation (State Street) reported its direct and indirect beneficial ownership in various fiduciary capacities (including as trustee under Target's 401(k) Plan) on a Schedule 13G filed with the SEC on February 14, 2017. The filing indicates that as of December 31, 2016, State Street had sole voting power for 0 shares, shared voting power for 51,204,237 shares, sole dispositive power for 0 shares and shared dispositive power for 51,204,237 shares.

(3) The Vanguard Group (Vanguard) reported its direct and indirect beneficial ownership on a Schedule 13G/A filed with the SEC on February 10, 2017. The filing indicates that as of December 31, 2016, Vanguard had sole voting power for 887,398 shares, shared voting power for 121,104 shares, sole dispositive power for 39,595,350 shares and shared dispositive power for 1,003,822 shares.

(4) BlackRock, Inc. (BlackRock) reported its direct and indirect beneficial ownership on a Schedule 13G/A filed with the SEC on January 27, 2017. The filing indicates that as of December 31, 2016, BlackRock had sole voting power for 31,784,390 shares, shared voting power for 19,504 shares, sole dispositive power for 38,276,793 shares and shared dispositive power for 19,504 shares.

Section 16(a) beneficial ownership reporting compliance

SEC rules require disclosure of those directors, officers and beneficial owners of more than 10% of our common stock who fail to timely file reports required by Section 16(a) of the Securities Exchange Act of 1934 during the most recent fiscal year. Based solely on review of reports furnished to us and written representations that no other reports were required during the fiscal year ended January 28, 2017, all Section 16(a) filing requirements were met.

**TARGET CORPORATION
DIRECTORS and EXECUTIVE OFFICERS
(appointments and changes current thru 1/29/2017)**

DIRECTORS: (13)

- 1 Roxanne S. Austin
- 2 Douglas M. Baker, Jr
- 3 Brian C. Cornell
- 4 Calvin Darden
- 5 Henrique De Castro
- 6 Robert L. Edwards
- 7 Melanie L. Healey
- 8 Donald R. Knauss
- 9 Monica C. Lozano
- 10 Mary E. Minnick
- 11 Anne M. Mulcahy
- 12 Derica W. Rice
- 13 Kenneth L. Salazar

ADDRESS:

- | | |
|--------------------|-----------------------|
| 1000 Nicollet Mall | Minneapolis, MN 55403 |
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| 1000 Nicollet Mall | Minneapolis, MN 55403 |

EXECUTIVE OFFICERS/

LEADERSHIP TEAM:

(12)

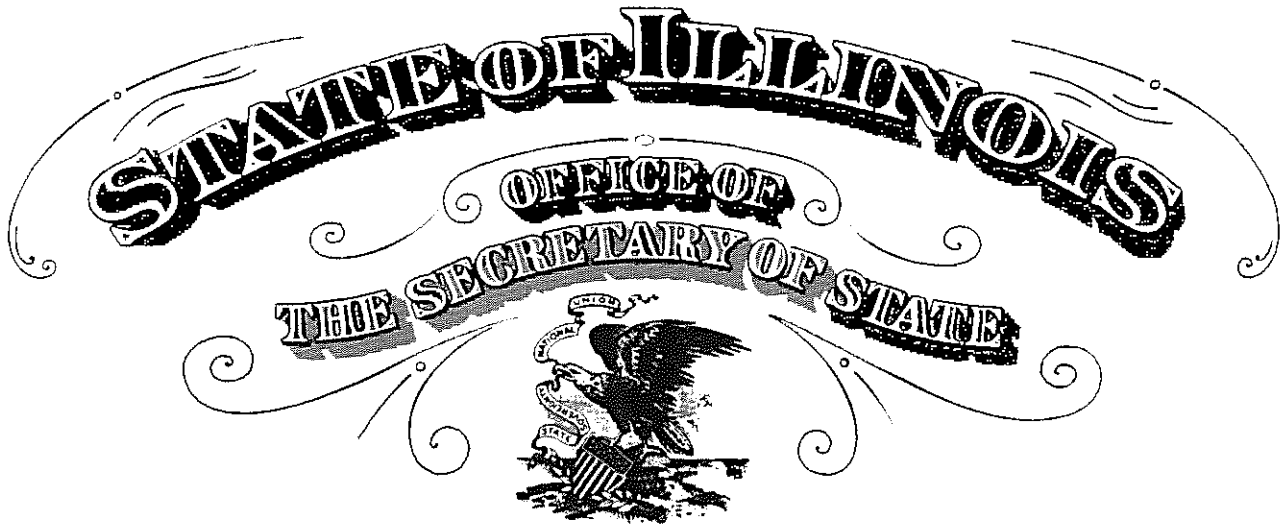
- 1 Casey L. Carl
- 2 Brian C. Cornell
- 3 Richard H. Gomez
- 4 Don H. Liu
- 5 Stephanie A. Lundquist
- 6 Michael E. McNamara
- 7 John J. Mulligan
- 8 Janna A. Potts
- 9 Jacqueline Hourigan Rice
- 10 Cathy R. Smith
- 11 Mark J. Tritton
- 12 Laysha L. Ward

TITLE

- | |
|---|
| Executive Vice President and Chief Strategy and Innovation Officer |
| Chairman of the Board and Chief Executive Officer |
| Executive Vice President and Chief Marketing Officer |
| Executive Vice President, Chief Legal Officer and Corporate Secretary |
| Executive Vice President and Chief Human Resources Officer |
| Executive Vice President and Chief Information and Digital Officer |
| Executive Vice President and Chief Operating Officer |
| Executive Vice President and Chief Stores Officer |
| Executive Vice President and Chief Risk and Compliance Officer |
| Executive Vice President and Chief Financial Officer |
| Executive Vice President and Chief Merchandising Officer |
| Executive Vice President and Chief External Engagement Officer |

ADDRESS

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| 1000 Nicollet Mall Minneapolis, MN 55403 |
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| 1000 Nicollet Mall Minneapolis, MN 55403 |



To all to whom these Presents Shall Come, Greeting:

I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that

TARGET CORPORATION, INCORPORATED IN MINNESOTA AND LICENSED TO TRANSACT BUSINESS IN THIS STATE ON APRIL 23, 1975, AND MUST CONDUCT ALL BUSINESS IN THIS STATE UNDER THE ASSUMED NAME OF TARGET STORES, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THIS STATE RELATING TO THE PAYMENT OF FRANCHISE TAXES, AND AS OF THIS DATE, IS A FOREIGN CORPORATION IN GOOD STANDING AND AUTHORIZED TO TRANSACT BUSINESS IN THE STATE OF ILLINOIS.

In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 16TH day of JANUARY A.D. 2018 .



Jesse White

SECRETARY OF STATE

FORM BCA 14.05 (rev. Oct. 2014)
FOREIGN CORPORATION
ANNUAL REPORT
 Business Corporation Act

Secretary of State
 Department of Business Services
 501 S. Second St., Rm. 350
 Springfield, IL 62756
 217-782-7808
 www.cyberdriveillinois.com

Payment must be made by check or money order payable to Secretary of State

File Prior To: 4/1 Year: 2017 File #: F-5064-487-1 Approved:

Note: A change in the Registered Agent and/or Registered Office may only be affected by filing Form BCA-5.10/5.20.

- 1 Corporate Name: TARGET CORPORATION
 Registered Agent: CT CORPORATION
 Registered Office: 208 SO LASALLE STREET, SUITE 814
 City, IL, ZIP Code CHICAGO IL 60604 County: COOK
 MINNEAPOLIS MN 55403
- 2 Principal Address of Corporation: 1000 NICOLLET MALL
 State or Country of Incorporation: MINNESOTA Street City State ZIP Code
- 3a Date Qualified to do Business in Illinois: 04 23 1975
 Month Day Year
- 4 Names and Addresses of Officers and Directors

NOTE: The names and addresses of ALL officers and directors must be entered in this item or on an additional sheet.

OFFICE	NAME	NUMBER & STREET	CITY	STATE	ZIP
President	SEE ATTACHMENT				
Secretary					
Treasurer					
Director					
Director					
Director					

5. If 51% or more of stock is owned by a minority or female, please check the appropriate box: Minority Owned Female Owned

6. Number of shares authorized and issued (as of 1/28/2017):

CLASS	SERIES	PAR VALUE	NUMBER AUTHORIZED	NUMBER ISSUED
COMMON		08330	6,000,000.000	556,156,228
PREFERRED		01000	5,000,000	0

IMPORTANT: If the amount in item 6 or 7a differs from the Secretary of State's records, form BCA 14.30 must be completed

7a. Amount of Paid-in Capital (as of 1/28/2017): \$ 5,707,710,960

7b. Paid-in Capital on record with Secretary of State: \$ 5,397,593,378

(Paid in Capital reflects the sum of the Stated Capital and Paid-in surplus accounts.)

Under the penalty of perjury and as an authorized officer, I declare that this annual report, pursuant to provisions of the Business Corporation Act, has been examined by me and is to the best of my knowledge and belief, true, correct and complete.

Item 8 Must Be Signed.

8 By:  Assistant Secretary Date: 6/20/17

Please Complete Reverse Side of This Report

Item 9 OR 10a OR 10b, whichever is applicable, MUST be completed.)

9. Amounts stated in parts (a) through (d) below are given for the 12-month period ending 28 Day 1 Month 2017 Year

Value of property (gross assets).

- (a) owned by the corporation, wherever located..... (a) \$ 45,868,600.875
- (b) of the corporation located within the State of Illinois..... (b) \$ 2,294,306.402

Gross amount of business transacted by the corporation:

- (c) everywhere for the above period..... (c) \$ 83,065,007.393
- (d) at or from places of business in Illinois for the above period..... (d) \$ 3,813,973.424

ALLOCATION FACTOR = $\frac{b + d}{a + c}$ = .047375 Enter this figure on line 11b below.
6 decimal places

10a. ALL property of the Corporation is located in Illinois and ALL business of the Corporation is transacted at or from places of business in Illinois.

10b. The Corporation elects to pay franchise tax on the basis of 100% of its total Paid-in Capital

ALLOCATION FACTOR = 1.00000 (Enter this figure on line 11b below.)

STOP: Item 9 or 10 must be completed before continuing to Item 11.

11. ANNUAL FRANCHISE TAX AND FEES

11a. TOTAL PAID-IN CAPITAL (Enter amount from Item 7a, if late, enter the greater of 7a or 7b.)	a.	5,711,954.512		
11b. ALLOCATION FACTOR (Enter from Item 9 or Item 10.)	b.	.047375		
11c. ILLINOIS CAPITAL (Multiply line 11a by line 11b.)	c.	270,603.845		
11d1. Multiply line 11c by .001 (Round to nearest cent.)	d1.	270,603.85		
11d2. ANNUAL FRANCHISE TAX (Enter amount from line d1, but not less than \$25)			d2.	270,603.85
11e1. If Annual Report is late, multiply line d2 by .10	e1.	27,060.39		
11e2. If Annual Franchise Tax is late, multiply line d2 by .02 for each month late or part thereof (minimum \$1)	e2.	16,236.23		
11c3. INTEREST & PENALTIES (Add lines e1 and e2.)			e3.	43,296.62
11f. ANNUAL REPORT FILING FEE (\$75)			11f.	+ 75.00
11g. TOTAL ANNUAL FRANCHISE TAX, FEES, INTEREST, PENALTIES DUE (Add line d2 + line e3 + line f.)			11g.	313,975.47

MAKE CHECKS PAYABLE TO ILLINOIS SECRETARY OF STATE.
(Place corporate file number on check.)

IMPORTANT:

If there have been changes in Items 6 or 7, Form BCA 14.30 must be executed and submitted with this Annual Report in the same envelope.

FORM BCA 14.30 (rev. Dec. 2014)
**CUMULATIVE REPORT OF CHANGES IN
ISSUED SHARES AND PAID-IN CAPITAL**
Business Corporation Act

Department of Business Services
501 S. Second St., Rm 350
Springfield, IL 62756
217-782-1837
www.cyberdriveillinois.com

Payment must be made by check or money order payable to Secretary of State File #: F 5064-487-1

Franchise Tax: \$ Penalty/Interest: \$ Filing fee: \$5 Total \$ Approved: _____
Type or Print clearly in black ink Do not write above this line

1. Corporate Name: TARGET CORPORATION
2. State or Country of Incorporation: MINNESOTA
3. Authorized and Issued Shares as last reported (In any document other than an annual report.):

Class	Series	Par Value	Number Authorized	Number Issued
COMMON		.08330	6,000,000.000	602,226,517
PREFERRED		01000	5,000,000	0

4. Paid-in Capital as last reported (In any document other than an annual report.): \$ 5,397,583,378

5. Current Reporting Period Transactions (See Note 1 on back.): 1/31/16 - 1/28/17
List the total issuances and exchanges of shares by class not previously reported to the Secretary of State. Also, give the value of the entire consideration received (less expenses paid or incurred in connection with such issuances) and added or transferred to paid-in capital for or on account of such shares.
List the total amount added or transferred to paid-in capital without the issuance of shares (contributions).
List the total of all cancellations of shares by class not previously reported to the Secretary of State and the cost to paid-in capital for acquiring such shares.
List the total amount subtracted from paid-in capital without a cancellation of shares, but as permitted by Section 9.20 of the Illinois Business Corporation Act (reductions).

	Class of Shares	Series	Par Value	Number of Shares	Consideration Received/Cost
Issuance or Contributions:	COMMON		.0833	4,872,713	\$ 314,371,134
Cancellations or Reductions:	COMMON		.0833	50,943,002	\$ (4,243,552)
(State reason for reduction if no shares were cancelled See Note 6 on back.)					\$ ()
Cumulative Change (Enter on line 6a below. See Note 2 on back.):					\$ 310,127,582

6. Franchise Tax and Fees (No additional franchise tax is due when cumulative change is negative amount.):

a. Cumulative Change	a.	310,127,582	
b. Applicable Allocation Factor (See Note 3 on back.)	b.	0.050404	
c. Taxable Illinois Capital (Multiply line a by line b.)	c.	15,631,670	
d. Multiply line c by .0015 (Round to nearest cent.)	d.	23,447.51	
e. Additional Franchise Tax (Enter amount from line d.)	e.		23,447.51
f. If Cumulative Report is late, multiply line e by .10 (penalty)	f.		2,344.75
g. If Additional Franchise Tax is late, multiply line e by .02 for each month late or part thereof (interest) (minimum \$1)	g.		1,406.85
h. FILING FEE (\$5)	h.		5.00
i. Total Amount Due (Add line e + line f + line g + line h.)	i.		27,204.11

COMPLETE BOTH SIDES OF THIS REPORT.
Printed by authority of the State of Illinois January 2015 - 1 - C 294 13

7. Transactions occurring during previous reporting period(s) and not reported to the Secretary of State (See Note 4 below.)
 The Secretary of State will compute fees, taxes and penalties resulting from the following transactions.)

Date	Class of Shares	Series	Par Value	Number of Shares	Consideration Received/Cost
Issuance or Contributions:					\$
					\$
					\$
					\$
Cancellations or Reductions:					\$ ()
(State reason for reduction if no shares were cancelled. See Note 6 below.)					\$ ()
					\$ ()

ITEMS 8 AND 9 MUST BE COMPLETED.

8. Authorized and Issued Shares after changes:

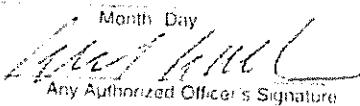
Class	Series	Par Value	Number Authorized	Number Issued
COMMON		08330	6,000,000,000	556,156,228
PREFERRED		01000	5,000,000	0

9. Paid-In Capital after changes: \$ 5,707,710,960
 ("Paid-In Capital" replaces the terms Stated Capital and Paid-In Surplus and is equal to the total of these accounts.)

ITEM 10 MUST BE SIGNED.

10. The undersigned corporation has caused this statement to be signed by a duly authorized officer who affirms, under penalties of perjury, that the facts stated herein are true and correct.

Dated June 20, 2017 TARGET CORPORATION
 Month Day Year Exact Name of Corporation


 Any Authorized Officer's Signature

DAVID L. DONLIN, ASSISTANT SECRETARY
 Name and Title (type or print)

NOTES

- "Current reporting period" for a corporation that has not established an extended filing month means the 12-month period ending with the last day of the third month prior to its anniversary month in the current year. In the case of a corporation that has established an extended filing month, the "current reporting period" refers to the 12-month period ending with the corporation's most recent fiscal year end.
- "Cumulative change" means the difference arrived at by subtracting all reductions as permitted by Section 9 20 of the Illinois Business Corporation Act in paid-in capital (if any) from all increases in paid-in capital (if any). However, a net reduction in paid-in capital reported on Form BCA 14.30 filed after the statutory due date does not reduce the basis for the annual franchise tax until the subsequent year.
- "Applicable allocation factor" means the allocation factor established at the time of filing the Annual Report for the previous year. However, if no Annual Report was filed for the previous year, the applicable allocation factor will be that factor established on the Articles of Incorporation for a domestic corporation or on the Application for Authority for a foreign corporation.
- "Previous reporting period" means any time period occurring prior to the current reporting period.
- If there have been changes reported in item(s) 5 or 7 on Form BCA 14.30, it must be submitted with the Annual Report in the same envelope.
- Pursuant to Section 9 20 of the Illinois Business Corporation Act, paid-in capital may be reduced without cancellation of shares only through dividends paid on preferred shares, distributions as liquidating dividends or pursuant to an approved reorganization in bankruptcy that specifically directs the reduction to be effected.

FORM **BCA 14.05** (rev. Oct. 2014)
FOREIGN CORPORATION
ANNUAL REPORT
 Business Corporation Act

Secretary of State
 Department of Business Services
 501 S. Second St., Rm. 350
 Springfield, IL 62756
 217-782-7808
 www.cyberdriveillinois.com

Payment must be made by check or money order payable to Secretary of State.

File Prior To: 4/1 Year: 2017 File #: F-5064-487-1 Approved: _____

Note: A change in the Registered Agent and/or Registered Office may only be affected by filing Form BCA-5.10/5.20

1. Corporate Name: **TARGET CORPORATION**
 Registered Agent: **CT CORPORATION SYSTEM**
 Registered Office: **208 SO LASALLE STREE, SUITE 814**
 City, IL, ZIP Code: **CHICAGO**
2. Principal Address of Corporation: **1000 NICOLLET MALL** County: **COOK**
MINNEAPOLIS MN **55403**
Street City State ZIP Code
- 3a. State or Country of Incorporation: **MINNESOTA**
- 3b. Date Qualified to do Business in Illinois: **04** **23** **1975**
Month Day Year

4. Names and Addresses of Officers and Directors:

NOTE: The names and addresses of ALL officers and directors must be entered in this item or on an additional sheet.

OFFICE	NAME	NUMBER & STREET	CITY	STATE	ZIP
President	SEE ATTACHMENT				
Secretary					
Treasurer					
Director					
Director					
Director					

5. If 51% or more of stock is owned by a minority or female, please check the appropriate box: Minority Owned Female Owned
6. Number of shares authorized and issued (as of 1/31/2017):

CLASS	SERIES	PAR VALUE	NUMBER AUTHORIZED	NUMBER ISSUED
COMMON		.08330	6,000,000,000	555,394,863
PREFERRED		01000	5,000,000	0

IMPORTANT: If the amount in item 6 or 7a differs from the Secretary of State's records, form BCA 14.30 must be completed

- 7a. Amount of Paid-in Capital (as of 1/31/2017) : \$ 8,228,138,906
- 7b. Paid-in Capital on record with Secretary of State: \$ 7,918,476,770

(Paid-in Capital reflects the sum of the Stated Capital and Paid-in surplus accounts.)

Under the penalty of perjury and as an authorized officer, I declare that this annual report, pursuant to provisions of the Business Corporation Act, has been examined by me and is, to the best of my knowledge and belief, true, correct and complete.

Item 8 Must Be Signed.

8. By: [Signature] Assistant Secretary Date: 3/27/17
Any Authorized Officer's Signature Title

Please Complete Reverse Side of This Report
 Printed by authority of the State of Illinois, January 2015 - 1 - C 289 11

Item 9 OR 10a OR 10b, whichever is applicable, MUST be completed.)

9. Amounts stated in parts (a) through (d) below are given for the 12-month period ending

30	1	2017
Day	Month	Year

Value of property (gross assets):

- (a) owned by the corporation, wherever located:..... (a) \$ 45,868,600,875
- (b) of the corporation located within the State of Illinois:..... (b) \$ 2,294,306,402

Gross amount of business transacted by the corporation:

- (c) everywhere for the above period:..... (c) \$ 83,065,007,393
- (d) at or from places of business in Illinois for the above period:..... (d) \$ 3,813,973,424

ALLOCATION FACTOR = $\frac{b + d}{a + c}$ =

.047375
6 decimal places

 Enter this figure on line 11b below.

10a. ALL property of the Corporation is located in Illinois and ALL business of the Corporation is transacted at or from places of business in Illinois.

10b. The Corporation elects to pay franchise tax on the basis of 100% of its total Paid-in Capital.

ALLOCATION FACTOR = 1.00000 (Enter this figure on line 11b below.)

STOP: Item 9 or 10 must be completed before continuing to Item 11.

11. ANNUAL FRANCHISE TAX AND FEES

- 11a. TOTAL PAID-IN CAPITAL (Enter amount from Item 7a; if late, enter the greater of 7a or 7b.)
- 11b. ALLOCATION FACTOR (Enter from Item 9 or Item 10.)
- 11c. ILLINOIS CAPITAL (Multiply line 11a by line 11b.)
- 11d1. Multiply line 11c by .001 (Round to nearest cent.)
- 11d2. ANNUAL FRANCHISE TAX (Enter amount from line d1, but not less than \$25)
- 11e1. If Annual Report is late, multiply line d2 by .10
- 11e2. If Annual Franchise Tax is late, multiply line d2 by .02 for each month late or part thereof (minimum \$1)
- 11e3. INTEREST & PENALTIES (Add lines e1 and e2.)
- 11f. ANNUAL REPORT FILING FEE (\$75)
- 11g. TOTAL ANNUAL FRANCHISE TAX, FEES, INTEREST, PENALTIES DUE (Add line d2 + line e3 + line f.)

a.	8,228,138 906		
b.	047375		
c.	389,808 081		
d1	389,808 00		
		d2.	389,808 00
e1			
e2			
		e3.	
		11f.	\$75.00
		11g.	389,883 00

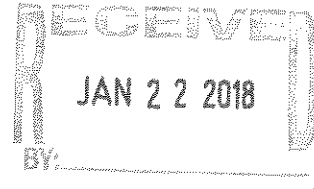
MAKE CHECKS PAYABLE TO ILLINOIS SECRETARY OF STATE.
(Place corporate file number on check.)

IMPORTANT:

If there have been changes in Items 6 or 7, Form BCA 14.30 must be executed and submitted with this Annual Report in the same envelope.



January 19, 2018



City of Evanston
Theresa Whitting
Liquor Licensing
2100 Ridge Avenue
Evanston, IL 60201

Re: Application for Liquor License; Target Store T3283, 1616 Sherman Ave, Evanston, IL 60201

Dear Theresa,

Enclosed is application and check for initial license fees for consideration of a Liquor License: Class F-Grocery, for our new Target Store T3283 that will be opening in Evanston on March 6, 2018.

I also included in the packet a listing of our Target Store locations in the City of Chicago that we currently hold liquor licenses in. Chicago refers to their liquor licenses as Packaged Goods licenses which allows Target to sell full alcohol (beer, wine & spirits).

We also recently opened a new small format store in the city of Skokie and were granted a liquor license. Skokie refers to their liquor license as Retail Liquor Dealer and that also allows Target to sell full alcohol (beer, wine & spirits).

I can be contacted directly at (612) 761-1015 if there are any questions or concerns regarding our application.

Thank you,

Carole Helmin
Sr. Business License Specialist
Target Corporation
33 South 6th St, CC-1028
Minneapolis, MN 55402

Target Stores with Liquor Licenses

Store #	Address	City	County	State	Zip	License Type	License Date	State License
T-1889	1154 S Clark St	Chicago	Cook	IL	60605	Beer/Wine/Spirits	10/26/2005	1A-0069535
T-1437	2939 W Addison St	Chicago	Cook	IL	60618	Beer/Wine/Spirits	8/9/2005	1A-0070737
T-0942	2656 N Elston Ave	Chicago	Cook	IL	60647	Beer/Wine/Spirits	7/21/2005	1A-0072432
T-2079	2112 W Peterson Ave	Chicago	Cook	IL	60659	Beer/Wine/Spirits	3/19/2007	1A-0076668
T-2344	11840 S Marshfield Ave	Chicago	Cook	IL	60643	Beer/Wine/Spirits	11/10/2008	1A-0085638
T-1924	6525 W Diversey Ave	Chicago	Cook	IL	60707	Beer/Wine/Spirits	7/6/2009	1A-0089516
T-2373	4466 N Broadway St	Chicago	Cook	IL	60640	Beer/Wine/Spirits	12/9/2010	1A-0097183
T-2799	1 S State St	Chicago	Cook	IL	97217	Beer/Wine/Spirits	5/14/2013	1A-0106251
T-2781	1101 W Jackson Blvd	Chicago	Cook	IL	60607	Beer/Wine/Spirits	3/11/2014	1A-1121794
T-2613	1200 N.Larrabee Street	Chicago	Cook	IL	60610	Beer/Wine/Spirits	3/11/2014	1A-1121795
T-2078	1940 W 33rd St	Chicago	Cook	IL	60608	Beer/Wine/Spirits	4/25/2014	1A-1122524
T-3207	401 E. Illinois St.	Chicago	Cook	IL	60611	Beer/Wine/Spirits	10/6/2015	1A-1127942
T-3221	2650 N. Clark St.	Chicago	Cook	IL	60614	Beer/Wine/Spirits	7/18/2016	1A-1130750
T-3219	1330 E 53rd St	Chicago	Cook	IL	60615	Beer/Wine/Spirits	11/14/2016	1A-1132098
T-3208	3204 N Clark St	Chicago	Cook	IL	60657	Beer/Wine/Spirits	7/13/2017	1A-1134757
T-3214	3300 N Ashland Ave	Chicago	Cook	IL	60657	Beer/Wine/Spirits	10/13/2017	1A-1135918



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
01/12/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Central, Inc. Minneapolis MN Office 5600 West 83rd Street 8200 Tower, Suite 1100 Minneapolis MN 55437 USA	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122		FAX (A/C. No.): 800-363-0105
	E-MAIL ADDRESS:		
INSURED Target Corporation Attention: Risk Management 33 South Sixth Street CC 1075 Minneapolis MN 55402 USA	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: ACE American Insurance Company		22667
	INSURER B: Indemnity Insurance Co of North America		43575
	INSURER C: National Union Fire Ins Co of Pittsburgh		19445
	INSURER D:		
	INSURER E:		

Holder Identifier :

COVERAGES

CERTIFICATE NUMBER: 570069952170

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

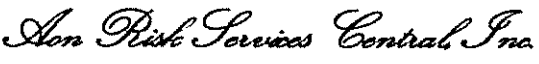
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liab XSLG27859458 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			XSLG27859458 Gen'l Liab /Liquor Liab SIR applies per policy terms & conditions	02/01/2017	02/01/2018	EACH OCCURRENCE \$3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$3,000,000 MED EXP (Any one person) Excluded PERSONAL & ADV INJURY \$3,000,000 GENERAL AGGREGATE \$50,000,000 PRODUCTS - COMP/OP AGG \$6,000,000 Liquor Liability \$3,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			ISA H09051703	02/01/2017	02/01/2018	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION			28189078 SIR applies per policy terms & conditions	02/01/2017	02/01/2018	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000
A B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	WLRCA9105381 WLRCA9105393	02/01/2017 02/01/2017	02/01/2018 02/01/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$2,000,000 E.L. DISEASE-EA EMPLOYEE \$2,000,000 E.L. DISEASE-POLICY LIMIT \$2,000,000

Certificate No. : 570069952170

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Store # T3283. Location: 1616 Sherman Ave., Evanston, IL 60201.
 Certificate holder is included as additional insured as required by written contract in accordance with the policy provisions of the General Liability, Liquor Liability, and Automobile Liability coverage pursuant to the City of Evanston code section 3-4-4. Liquor Liability coverage is continuous until cancelled or non-renewed.

CERTIFICATE HOLDER**CANCELLATION**

City of Evanston 2100 Ridge Avenue, Suite 4400 Evanston IL 60201 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---



TAP Series, LLC

Certificate Of Achievement

It is hereby certified that on **January 16, 2018**

Krysanna Bowery

having successfully completed the course of study

BASSET ALCOHOL TRAINING

was awarded this certificate of achievement

This certificate is only valid for the person printed above.
This certificate expires three years from the date above.

George Roughan, President
TAP Series, LLC

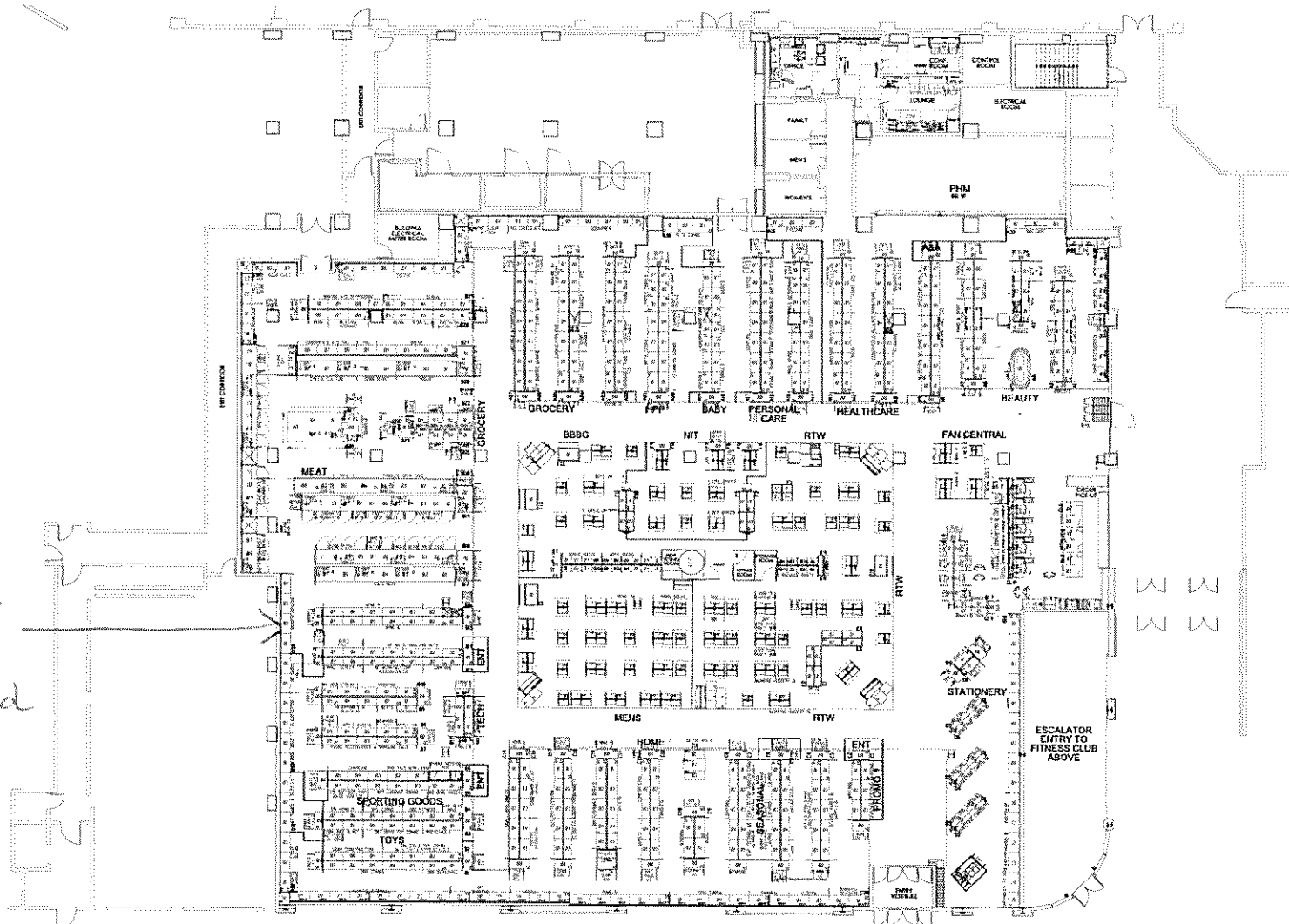
5A-1135096

Rose Obetz Ph.D.

info@tapseries.com

To verify this certificate, go to tapseries.com/verify
(888) 826-5222

NOTICE: THIS IS A PRELIMINARY AND TENTATIVE FLOOR PLAN. ALL DIMENSIONS AND CONDITIONS ARE SUBJECT TO CHANGE WITHOUT NOTICE. THIS DOCUMENT IS THE PROPERTY OF TARGET CORPORATION. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF TARGET CORPORATION. © 2014 TARGET CORPORATION



Area that alcohol will be displayed

○ TARGET

3000 N. DOWNEY AVE.
MORGANVILLE, MN 55453

Project: Evanston Downtown
Store No. T-3283

Merchandise Plan
PLAN TITLE: MRF
SHEET NO. MRF



MEETING MINUTES

Liquor Control Board

Wednesday, January 31, 2018 11:00 a.m.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2750

Members Present: Mayor Stephen H. Hagerty (Local Liquor Control Commissioner);
Marion Macbeth; Dick Peach

Members Absent: None

Staff Present: Grant Farrar, Theresa Whittington

**Others Present: Lenice Levy (Good to Go); Dennis Levy (Good to Go);
Rob Spengler (Board & Brush); Drew Valko (Board & Brush); Shannon
Valko (Board & Brush); Michael binsteil (Binny's); Kevin Gazly (Binny's);
Greg Versch (Binny's)**

Presiding Member: Local Liquor Control Commissioner Stephen H. Hagerty/Mayor

CALL TO ORDER

The Local Liquor Control Commissioner Stephen Hagerty called the meeting to order at 11:03 a.m.

NEW BUSINESS

Good to Go Jamaican Cuisine, LLC dba Good to Go, 711 Howard Street

Lenice Levy (LL), owner, requested approval of a class D (restaurant/liquor) liquor license. LL explained that she and her husband (Dennis Levy) purchased the building at 711 Howard street and are in the process of renovating it. For 16 years they have owned and operated Good to Go on the Chicago side of Howard street. They are long time Evanston residents and are excited to move the restaurant across the street into the renovated building on the Evanston side of Howard. Good to Go will be a full service restaurant with a private event space that can accommodate 150 people. Mayor Hagerty inquired if Good to Go has had any alcohol violations related to underage drinking at its Chicago establishment. LL responded that there have been no issues.

The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended issuance of a liquor license to be introduced at the City Council meeting on February 12, 2018.

Target Corporation, DbA Target Stores T3283, 1616 Sherman Ave

Krysanna Bowery (KB), Team Leader, attended the meeting on behalf of Target and requested approval of a Class F (grocery/liquor) license. KB stated that Target wished to be a one stop shop with alcohol to cater to customer needs. She stated that most neighboring city Target stores sell alcohol. 1400 stores nationwide sell liquor. Target

conducts extensive training of its Team Leaders on responsible sale of alcohol with a 90% and greater test score. The point of sale system in place at Target requires cashiers to obtain photo ID from all customers purchasing alcohol. Marion Macbeth reminded KB of the close proximity to NU. Mayor Hagerty asked if all cashiers are BASSET trained. KB explained that only Team Leaders are BASSET trained and cashiers undergo internal liquor training. Mayor Hagerty asked if she has had any issues with underage drinking at Target stores. KB responded that there have not been any issues in any of the stores she has worked at over the past 12 years. Mayor Hagerty reminded KB of the privilege and responsibility of having a liquor license and that there is a zero tolerance for underage drinking.

The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended issuance of a liquor license to be introduced at the City Council meeting on February 12, 2018.

Board and Brush Creative Studio, 802 Dempster

Drew Valko (DV), owner, requested approval of a new liquor license classification for an Arts and Craft studio that hosts activities involving "painting, ceramics, woodworking, craft design, and construction projects utilizing fibers, metals, wood or glass" to be able to serve beer and wine to customers for on-premises consumption. He explained that Board & Brush is a franchise that hosts wood board décor workshops 3-4 nights a week and weekends. Wood is distressed at the beginning of class using drill and hammers and similar tools. These are all put away within the first 10-15 minutes of class. Classes are instructor led. The remainder of class is spent sanding, painting and staining. There are about 200 locations and the average consumption is 1-2 drinks. They are seeking beer and wine only. Mayor Hagerty characterized the business as an "experiential" business. Shannon Valko stated that it's a social gathering experience. Dick Peach said he was not thrilled about adding yet another liquor license classification but said it is a unique application and has no issue creating a license class for it. Marion Macbeth appreciated that the distressing tools are put away early in the process. Shannon Valko stated that there are over 200 location and almost all offer alcohol. Similar new liquor license classes have been adopted in Park Ridge, Downers Grove and New Lenox. The owners of Board & Brush also own Little Beans Café in Evanston. Mayor Hagerty said he was amenable to creating a new liquor license class. Grant Farrar clarified the process and stated that the new license class would be presented to City Council first. Once the new license class is created, the applicant can submit an applicaiotn for issuance of liquor license. Mayor Hagerty reminded the applicants of he zero tolerance for underage drinking.

The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended creation of a new liquor license classification to be introduced at the City Council meeting on February 26, 2018.

Binny's Beverage Depot, 111 Chicago Ave

Mayor Hagerty shared his appreciation to Binny's for listening to his concerns about the proposed amendments to license class K. Mayor Hagerty asked Binny's representatives to introduce themselves and discuss the revised proposal to amend license class F-1. Michael Binstein (MB), owner, stated that Binny's was started in 1948

by his father. It is a private, family-owned business. It offers a range of products not currently offered in Evanston. Binny's has been interested in opening in Evanston for 15 years and feels it has finally found the right location at 1111 Chicago Ave. Binny's needs a big store to house its big selection. It has 30 employees on staff on a typical day. MB said the crux of the proposed F-1 changes revolve around craft beer container sizes and education and tasting seminars to customers. Smaller craft beer sizes are needed to be able to offer the best selection. He further suggests changing those sizes for all license class holders. Binny's has nationally acclaimed educators that offer tasting seminars to customers. These sorts of seminars are currently offered at the Lincoln Park and Highland Park locations. He would like to offer similar events in the Evanston store. At the request of Mayor Hagerty, Grant Farrar (GF) summarized the differences between Classes K and F-1. GF explained that the main differences related to scale and fees. Binny's proposal would require amendments to the existing class F-1. Craft beer container sizes have been evolving rapidly. Binny's requested changes to container size could be extended to other license classes should they seek a similar amendment. Mayor Hagerty asked MB to discuss what sort of food products would Binny's stock. MB said Binny's would have a modest selection of "drink local and eat local" items. It will be a rotating selection of items from local artisans from food and liquor. It is a new and exciting category for Binny's.

The meeting was turned over to public comments. Eight (8) people spoke and asked questions. Some questions pertained to fees, zoning and square footage. Others included comments that class K is not appropriate; a Class E would be more appropriate; that Binny's should not be granted any amendments; Binny's should have to "play by the rules" and requests that Binny's sell food items.

Mayor Hagerty summarized the issues and challenges to the Class K, E and F licenses with respect to Binny's. He noted that the issue raised about Class F businesses opening within 500 feet of each other illustrates the need to clean up conflicts that exist in the city's liquor code since the City already has businesses that are not in compliance with that particular requirement. Mayor Hagerty asked staff and liquor board members if it has previously made modifications to liquor license classes in the past. Grant Farrar responded "many times" by applicants and prospective applicants and estimates about 50 amendments over the past eight years. He summarized the various amendments made to license class K in 2009, 2013, and 2015 at the request of current license holders. Marion Macbeth commented that many of the amendments were made at the request and benefit of small business owners and feels the double standard for a larger business is not appropriate. Dick Peach agrees and adds that at the time the Class E liquor store license was created it was restricted to downtown because liquor sales were still relatively new to Evanston. Evanston 1st Liquors was one of the very first licenses issued. The thought was that containing alcohol to downtown would allow the City to better control it. Since then, Evanston has changed a lot and it has added a lot of new liquor licenses such as boutique wine stores and distilleries and craft breweries. He feels the board must be careful not to reject new ideas just because they come from a "big box". He feels the City should be accommodating and not shut the door on any business. Mayor Hagerty said he likes the revised focus on the Class F. He agrees with Alderman Wynne's desire to see some uniqueness with regards to a deli, cheese, demonstration kitchen or other similar food offerings. Alderman Rainey offered that Binny's is so different that it might benefit from a new license class. Mayor Hagerty agreed that another F category, such as an F-2 might be more appropriate. Grant Farrar offered that the comments received by email and LCRB meeting will reviewed

and incorporated as an amendment to license class F (F-2) or a brand new license classification, depending on the direction given by the board. Presentation of an ordinance to City Council is tentatively set for February 28th to allow time for staff to review the issues and comments and to get further details from Binny's regarding its specific business model.

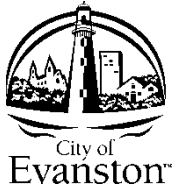
The Local Liquor Control Commissioner asked the members if there were any further questions or concerns over the request. None were voiced. The Board recommended creation of a new liquor license classification to be tentatively introduced at the City Council meeting on February 26, 2018.

ADJOURNMENT

The meeting was adjourned by the Local Liquor Control Commissioner Stephen H. Hagerty, Mayor at 12:28 p.m. January 31, 2018.

Respectfully Submitted,

Theresa Whittington
Liquor Licensing Manager, Legal Department



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: Erika Storlie, Interim Community Development Director
Sarah Flax, Housing and Grants Administrator
Savannah Clement, Housing Policy and Planning Analyst

Subject: Steps Toward Homeownership: Update on Homeownership Resources
and Small Lot Housing

Date: February 20, 2018

Summary:

This updates information on resources available to moderate and middle income households seeking to purchase homes in Evanston. Staff is developing a web page with information about mortgage products, pre-purchase counseling and other resources. Additional strategies to expand ownership among moderate and middle income households are also included.

Discussion:

Home Buyer Resources

Many lower-income people seeking to purchase a home are not aware of existing programs that are designed specifically to help them achieve homeownership. To address this, staff is meeting with different mortgage lenders to identify those with expertise in mortgage products developed specifically for moderate and middle income homebuyers, and recently met with representatives from the Community Lending Team of BBMC Mortgage, a division of Bridgeview Bank Group. BBMC is an Illinois Housing Development Authority lender, as well as a Federal Home Loan Bank member; they also offer the full range of FHA mortgage products, including 203K acquisition and rehab loans. BBMC works throughout the Chicago Metropolitan area and also participates in the Cook County Home Buyer Assistance Program and the North West Housing Partnership Grant program for which some Evanston homebuyers may be eligible. Their full range of services may be found at <http://dparesource.com/>

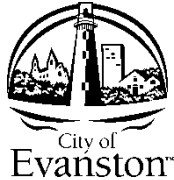
Staff plans to develop a list of lenders with expertise in these specialized mortgage products that is similar to the NSP2 and DPA preferred lender lists, as well as organizations that provide credit and homebuyer counseling programs required for those loans. The webpage would be updated as new programs and mortgage products are developed.

Modest Size Homes on Small Lots

Staff recommends consideration of developing a Special Use to allow the development of more than one modest-size homes on small lots. Currently Evanston single family zoning districts have relatively large lot requirements for one primary dwelling unit. This limits density and drives up housing costs. More middle income ownership opportunities could be developed by encouraging moderately-sized single family homes on smaller lots. A developer would propose a plan for as specific site that would be evaluated individually. Some parameters, such as size limits to the homes, could be used to ensure that affordability goals are achieved. A recommendation could be developed for consideration by Plan Commission. A double lot at 2122 Darrow Avenue that was acquired through the City's Neighborhood Stabilization Program 2 could be a pilot site. It is zoned R4 and a four-flat could be constructed by right. However, current zoning does not allow for multiple detached housing units on the site.

ETHS Geometry In Construction

In addition, an intergovernmental agreement with ETHS for the Geometry in Construction program is being developed following a meeting with ETHS staff last month and is expected to be completed for City Council review in April.



PLANNING & DEVELOPMENT COMMITTEE MEETING

Monday, February 26, 2018

7:15 p.m.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston

James C. Lytle Council Chambers

AGENDA

- I. CALL TO ORDER/DECLARATION OF QUORUM: ALDERMAN WYNNE, CHAIR**
- II. APPROVAL OF REGULAR MEETING MINUTES OF FEBRUARY 12, 2018**
- III. ITEMS FOR CONSIDERATION**
 - (P1) Vacation Rental License for 1827 Dobson Street**

City staff recommends approval of a Vacation Rental License for the property located at 1827 Dobson Street. The Vacation Rental meets all of the Standards and Procedures for license approval.
For Action
 - (P2) Vacation Rental License for 710 Madison Street**

City staff recommends approval of a Vacation Rental License for the property located at 710 Madison Street. The Vacation Rental meets all of the Standards and Procedures for license approval.
For Action
- IV. ITEMS FOR DISCUSSION**
- V. COMMUNICATIONS**
- VI. ADJOURNMENT**

**Planning & Development Committee Meeting
Minutes of February 12, 2018
7:15 p.m.**

James C. Lytle Council Chambers - Lorraine H. Morton Civic Center

MEMBERS PRESENT: M. Wynne, A. Rainey, T. Suffredin, J. Fiske, E. Revelle, R. Rue Simmons, D. Wilson

STAFF PRESENT: M. Masoncup, S. Mangum, G. Gerdes

OTHERS PRESENT:

PRESIDING OFFICIAL: Ald. Wynne

I. **CALL TO ORDER/DECLARATION OF QUORUM: ALDERMAN WYNNE, CHAIR**

A quorum being present, Ald. Wynne called the meeting to order at 8:00 p.m.

II. **APPROVAL OF REGULAR MEETING MINUTES OF JANUARY 22, 2018**

Ald. Revelle moved to approve the minutes of the January 22, 2018 meeting, seconded by Ald. Rue Simmons.

The committee voted unanimously 7-0, to approve the January 22, 2018 minutes.

III. **ITEMS FOR CONSIDERATION**

(P1) Resolution 10-R-18, Granting Municipal Use Exemption for Public Utility (Water Pump Station) at 2525 Church Street

Staff and the Design and Project Review Committee (DAPR) recommend approval of Resolution 10-R-18 granting a Municipal Use Exception for the location of a Public Utility at 2525 Church Street in the OS Open Space District, where Public Utilities are neither a permitted or special use.

For Action

Betty Ester, inquired about the overall plan and timing of improvements for the facility including whether showers would be included.

Ald. Rue Simmons explained that showers are not part of the plan and explained that the property would be developed in phases and there would be the opportunity for input for future improvements.

Ald. Revelle moved to recommend approval of Resolution 10-R-18, seconded by Ald. Rue Simmons. The Committee voted unanimously, 7-0 to recommend approval of the item.

(P2) Ordinance 21-O-18, Special Use Permit for a Special Educational Institution – Public in the I2 General Industrial Zoning District

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 21-O-18 granting special use approval for a Special Educational Institution- Public in the I2 General Industrial Zoning District in order to operate a high-school for students with behavioral and emotional needs. The applicant has complied with all zoning requirements and meets all of the standards for a special use for this district.

For Introduction

Darlene Cannon, 1300 block of Pitner, stated opposition to the project noting that mostly black students would be attending the school in a mostly black neighborhood and that black neighborhoods are not given same consideration as white neighborhoods.

Ald. Rue Simmons moved to recommend introduction of Ordinance 21-O-18, seconded by Ald. Fiske. The Committee voted 6-1 to Introduce Ordinance 21-O-18.

(P3) Ordinance 14-O-18, Granting a Special Use for a Type 2 Restaurant, Rubie's, at 1723 Simpson Street

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 14-O-18 granting special use approval for a Type 2 Restaurant, Rubies, at 1723 Simpson Street in the B1 Business District. This recommendation is conditional on the replacement of the building's glass block windows with unobstructed transparent glass and removal of iron bars on windows and doors. The applicant has complied with all zoning requirements and meets all of the standards for a special use in this district. This Ordinance was held at committee for Introduction on January 22, 2018 until February 12, 2018.

For Introduction

Betty Ester, stated that she is not opposed, but concerned given the history of the previous restaurant, grocery, and now proposed restaurant. She questioned the removal of block windows since there is no city ordinance that prohibits block windows and the reason for two ADA restrooms.

In response to an inquire by Ald. Wilson, Planning and Zoning Administrator Mangum distributed hard copies of a 5-year lease received the prior Friday afternoon.

Ald. Wynne stated a special use is a privilege granted by the City Council based on high standards and that the applicant has not earned the privilege based on the status of legal proceedings.

Ald. Wilson moved to recommend introduction of Ordinance 14-O-18, seconded by Ald. Rue Simmons. The Committee voted 0-7. The motion failed and Ordinance 14-O-18 was not Introduced.

IV. _____ **ITEMS FOR DISCUSSION**

(PD1) Lakefront Policy for Private Land

Staff recommends that the City Council review, discuss and provide guidance in creating potential code amendments to the City's Floodplain Ordinance ([Title 4, Chapter 13](#)) on private shoreline protection work and the potential expansion of private lakeshore property via fill of the public waters of Lake Michigan.

For Discussion

Mike Vasilko inquired about the City's interest in issue, whether it is a floodplain issue or based on property lines of private versus public. Believes there is no natural lakefront remaining and questioned the language regarding property lines.

Bill McGrath, 943 Edgemere Court, applauds City for looking at issue and noted that the sand and lake lines shifts based on conditions. The lot line is defined as riparian lot line as it moves from time to time. Should use the floodplain line for purposes of setback, lot coverage and other regulations.

Doreen Price, noted that the Floodplain Ordinance impacts her property even though she is not riparian. The City allowed impact to her property by fence construction, where judgement should be used. Access to property and sharing is important.

Building and Inspection Services Manager Gary Gerdes made a presentation that noted previous meetings, provided suggested changes to the Floodplain Ordinance and requested guidance from the Committee.

In response to an inquiry by Ald. Wilson inquired about typical improvements and the impact on neighbors, Mr. Gerdes noted that it depends on the situation.

Ald. Wynne stated that neighbors should be aware of construction because of impacts to others. In response, Mr. Gerdes stated that concurrent review with other agencies was important. Ald. Wynne noted that the suggested changes are to everyone's benefit.

Ald. Revelle noted that not only do property owners need to repair, but to create new revetments due to conditions and the reasonable need to protect property. In response to an inquiry about the definition of the East property line, Mr. Gerdes stated that 35 of 42 properties have some type of seawall or sheet piling, for others the City would look at historic plats of survey.

Mr. McGrath noted that his property has beachfront which is constant on a macro level despite day to day changes. Does not believe that it is necessary to project into lake to protect property and urged the City to define the shoreline and not allow projections. The City should use existing Floodplain

Ordinance definition or create a new one. The City should protect the shoreline, not the riparian owners line.

Ald. Revelle stated that although shoreline is limited, it is different at north versus south ends of Evanston and language should address both areas. Potential language could use more restrictive of seawall or rear lot line by historic surveys.

Ald. Wynne summarized that direction has been given and staff will return with proposed changes to the Floodplain Ordinance.

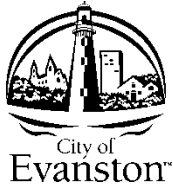
V. **COMMUNICATIONS**

There were no communications.

VI. **ADJOURNMENT**

Ald. Wilson moved to adjourn, seconded by Ald. Rue Simmons. The meeting adjourned at 8:42 p.m.

Respectfully submitted,
Scott Mangum
Planning and Zoning Administrator



Memorandum

To: Honorable Mayor and Members of the City Council
Planning and Development Committee

From: Evonda Thomas-Smith, Health Department Director
Ellyn Golden, Environmental Health Licensing Coordinator
Melissa Klotz, Zoning Planner

Subject: Vacation Rental License for 1827 Dobson Street

Date: February 12, 2018

Recommended Action:

City staff recommends approval of a Vacation Rental License for the property located at 1827 Dobson Street. The Vacation Rental meets all of the Standards and Procedures for license approval.

Livability Benefits:

Built Environment: Support housing affordability
Economy & Jobs: Retain and expand local businesses

Summary:

1827 Dobson St. is located on the northeast corner of Dodge Ave. and Dobson St. in the R4 General Residential District. The property is one of four single-family attached (townhome) units. 1827 Dobson St. is the second unit fronting Dobson St. from west to east. The Vacation Rental will be operated by the property owner, Joan Clacken. The property meets the Standards and Procedures as required by Ordinance 50-O-13:

The proposed Vacation Rental will not cause a negative cumulative effect when its effect is considered in conjunction with the effect of other Vacation Rentals in the immediate neighborhood. Since there are no other licensed Vacation Rentals within the immediate area, there is no negative cumulative effect.

The Vacation Rental will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining properties. The property in question is surrounded by a mixture of single-family residences, two-flats, and multiple-family residences. All property owners within 250' of the subject property have been notified of the proposed Vacation Rental. Staff is not aware of opposition to the proposal.

The proposed Vacation Rental will comply with all the rules and regulations contained herein. The applicant has complied with all applicable rules and regulations, including notification to all property owners within 250' of the subject property.

The proposed Vacation Rental is not likely to have an adverse effect upon the public health, welfare, or safety. The subject property does not feature any open zoning or property standards violations. City staff is not aware of any nuisance issues specific to the site that could become concerns if the property operates as a Vacation Rental. The Health and Human Services Department requires an inspection of life safety issues prior to issuing a license.

Attachments:

Vacation Rental License Application – submitted December 19, 2017

Explanation of Operations from Applicant

Mailed Notice

Aerial View of Property

Vacation Rental Ordinance 50-O-13



VACATION RENTAL LICENSE APPLICATION

A property owner who seeks a Vacation Rental License shall submit a written application that contains all of the information requested below (City Code §5-9-4-(A), as amended).
All vacation rentals are for a duration of less than 30 consecutive days.

PLEASE FILL IN ALL SECTIONS. IF APPROPRIATE, MARK “NOT APPLICABLE” OR “N/A.”

Dwelling Unit Address: _____

PIN: _____ **Total # of dwelling units in the building:** _____

1. Unit Owners (If a partnership, corporation, or other entity, include its name and the name of the responsible party):

Names: _____

Address including City, State, Zip Code: _____

Phone(s): _____ Email address(es): _____

2. Name of natural person twenty-one (21) years of age or older, designated by the owner as the authorized agent for receiving notices of city code violations and for receiving process, in any court proceeding or administrative enforcement proceeding, on behalf of such owner in connection with the enforcement of this code. The foregoing notwithstanding, this person may be between eighteen (18) and twenty-one (21) years of age provided that the applicant attaches, to this form, proof that said person has a valid realtor’s license issued pursuant to the Illinois Real Estate License Act, 225 ILCS 454/1-1 *et seq.*, as amended. This person must maintain an office in Cook County, Illinois, or must actually reside within Cook County, Illinois. An owner who is a natural person and who meets the requirements of this subsection as to location of residence or office may designate himself/herself as agent:

Name of Designated Agent for above purpose: _____

Address, including City, State, ZIP: _____

Phone(s): _____ Email address: _____

3. Name of owner’s agent for the purpose of managing, controlling or collecting rents, and any other person who is not an owner but who controls such dwelling unit, if any:

Name of Designated Agent for above purpose: _____

Address, including City, State, ZIP: _____

Phone(s): _____ Email address: _____

4. Name of each company that provides an insurance policy for the dwelling unit:

Address, including City, State, ZIP: _____

Phone(s): _____ Email address: _____

Inspection:

A pre- approval licensing inspection for life and safety matters of the dwelling is required. All issues found during the inspection must be corrected before the issuance of a license.

Notice:

Each applicant must submit prior to the Planning and Development Committee, P&D, proof of mailed notices to all owners whose addresses appear on the current tax assessment list of real estate property located within radius of 250 feet of the subject property, inclusive of public streets, alleys and other public ways.

The notice must include applicant's name, the address of the subject property, the matter under consideration, and the date, time and location of the meeting of the Planning and Development Committee.

You will be informed by the Health Department when to distribute the notices after the P & D Committee and City Council meeting date for your application is confirmed.

Approval:

Each application must be reviewed by P & D Committee and City Council before approval is granted.

*Please submit completed application and required documents to: Licensing, Dept. of Health & Human Services
2100 Ridge Ave., Evanston, IL 60201 or email to: egolden@cityofevanston.org*

About Airbnb:

Founded in August of 2008 and based in San Francisco, California, Airbnb is a trusted community marketplace for people to list, discover, and book unique accommodations around the world — online or from a mobile phone or tablet.

Whether an apartment for a night, a castle for a week, or a villa for a month, Airbnb connects people to unique travel experiences, at any price point, in more than 65,000 cities and 191 countries. And with world-class customer service and a growing community of users, Airbnb is the easiest way for people to monetize their extra space and showcase it to an audience of millions.

Summary of 1827 Dobson St Property Rental:

This beautifully designed townhome with 1-2 bedroom and 1.5 bathroom (total access) comes fully furnished with all the basic amenities for daily, weekly or monthly stays. Outdoor amenities will also be available for summer family gatherings.

How to be an Airbnb host

1

Create your listing

It's free and easy to create a listing on Airbnb. Describe your space, how many guests you can accommodate, and add photos and details.

Our pricing tool can recommend competitive rates, but what you charge is always up to you.

2

Welcome guests

Get to know guests before arrival by messaging them on our platform.

Most hosts clean the spaces guests can use, and provide essentials like clean sheets, towels, and toilet paper.

You can greet guests in person with a key or just send them a door code.

3

Get paid

Airbnb's secure payment system means you never have to deal with money directly.

Guests are charged before arrival, and you are paid automatically after check in, minus a 3% service fee.

You can be paid via PayPal, direct deposit, or international money wire, among other ways.

Safety on Airbnb



\$1,000,000 Host Guarantee

In the rare event of accidental damage, the property of every Airbnb host is covered up to a million dollars. It's peace of mind at no extra charge.



Host Protection Insurance

If your guests get hurt or cause property damage, our Host Protection Insurance protects you from liability claims up to a million dollars, included free for every Airbnb host.



Airbnb is built on trust

All Airbnb travelers must submit a profile photo and verify their phone & email. Hosts can also require a government ID. Guests and hosts each publish reviews after check out keeping everyone accountable and respectful.

Frequently asked questions

Getting Started

Can I share my home on Airbnb?

You can learn about local laws and rules and get advice on hosting responsibly in Airbnb's online Help Center.

Who can be an Airbnb host?

It's easy to become an Airbnb host in most areas, and it's always free to create a listing. Entire apartments and homes, private rooms, treehouses, and castles are just a few of the properties hosts have shared on Airbnb. For more details on what's expected of hosts, check out Airbnb's community standards, which revolve around safety, security, and reliability, and hospitality standards, which help hosts earn great guest reviews.

Does Airbnb screen guests?

Airbnb verifies some information about guests and hosts to help make our community a safer place for everyone. That includes requiring a profile photo, confirmed phone number, and confirmed email address. As a host, for added security, you can also ask potential guests to provide an official ID and complete Airbnb's Verified ID process.

Earnings

How should I price my listing on Airbnb?

What you charge is always up to you, but we do provide tips to help make your space more competitive. When you create a listing on Airbnb, we suggest a price for your property based on your location and other factors. You can set nightly, weekly, and/or monthly rates. Our Smart Pricing tool can help you get the most from your Airbnb.

How do Airbnb payments work?

All payments are processed securely through Airbnb's online payment system. Guests are charged when a reservation is made, and hosts are paid 24 hours after check-in. How you're paid is up to you: You can set up direct deposit, PayPal, or a number of other options.

Does Airbnb provide any insurance for hosts?

Accidents are rare on Airbnb, but just in case, we've got your back. Our Host Guarantee

provides up to \$1,000,000 of coverage in case property damage occurs, and our Host Protection Insurance provides liability coverage for up to \$1,000,000, for every listing. We also offer 24/7 host support—because your peace of mind is priceless.

NOTICE

JOAN CLACKEN
1827 DOBSON ST,
EVANSTON, IL 60202
Sweetcup27@gmail.com

Has submitted an application for a Vacation Rental License (City Code § 5-9-4), which is scheduled for review during the public meetings of the Planning & Development Committee and Evanston City Council on:

FEBRUARY 26, 2018
at 07:15 PM
In City Council Chambers at
Lorraine H. Morton Civic Center
2100 Ridge Avenue
Evanston, IL 60201

For inquiries about this application, please contact the Department of Health & Human Services (847) 448-4311.

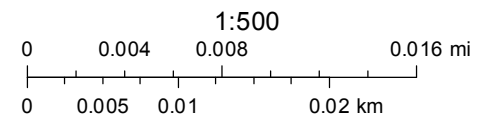
City of Evanston Department of Health & Human Services
* 2100 Ridge Avenue * Evanston, IL 60201 * (847) 448-4311

1827 Dobson St.



January 12, 2018

- User drawn points
- Tax Parcels



City of Evanston IL, Imagery courtesy Cook County GIS

CHAPTER 9 - VACATION RENTALS

SECTION:

5-9-1. - PURPOSE.

The purpose of this Chapter is to promote the public health, safety, and welfare by licensing the operation of vacation rentals within the City of Evanston.

(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-2. - DEFINITIONS.

For the purposes of administering this Chapter, the following definition(s) shall apply:

<p><i>VACATION RENTAL:</i></p>	<p>A dwelling unit or portion thereof offered for rent for a period shorter than thirty (30) consecutive days to any person other than a member of the owner's family, as those terms are defined in Section 6-18-3 of this Code. The term "vacation rental" shall not include hotels or motels, licensed pursuant to Title 3, Chapter 2 of this Code, lodging establishments, licensed pursuant to Title 5, Chapter 2 of this Code, bed and breakfast establishments, licensed pursuant to Title 8, Chapter 19 of this Code, and/or home sharing in accord with Subsection 6-4-1-14-(B) of this Code.</p>
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(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-3. - LICENSE REQUIRED; LICENSE TERM; EXEMPTIONS.

- (A) It shall be unlawful to operate a vacation rental within the City of Evanston without a current, valid license issued pursuant to the terms of this Chapter.
- (B) Each license issued pursuant to this Chapter shall be valid for one (1) year, subject to renewal per Section 4 of this Chapter.
- (C) Subsection (A) of this Section notwithstanding, no license shall be required to operate a vacation rental for no more than one (1) rental period per dwelling unit per twelve-month period for:
 - 1. Any dwelling unit;
 - 2. A rental agreement executed pursuant to or in conjunction with a contract to sell the dwelling unit containing the vacation rental;
 - 3. Vacation rental guest(s) who is/are displaced from his/her/their own dwelling unit so that it may be renovated and/or repaired;
 - 4. An operator who will suffer demonstrable hardship.

(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-4. - APPLICATION; NOTICE; STANDARDS AND PROCEDURES; RENEWAL; FEES.

- (A) *Applications.* A property owner who seeks a vacation rental license pursuant to this Chapter shall submit a written application that contains all information required for a registration statement pursuant to Chapter 8 of this Title.
- (B) *Notice.* Each application shall be accompanied by proof the applicant mailed notice thereof to all owners, whose addresses appear on the current tax assessment list, of real property located within a radius of two hundred fifty feet (250') of the subject property, inclusive of public streets, alleys and other public ways. The notice shall contain the applicant's name, the address of the subject property, the matter under consideration, and the date, time, and location of the relevant meeting of the Planning and Development Committee.
- (C) *Standards and Procedures for License Approval.* The Planning and Development Committee will review all applications for vacation rentals and will report to the City Council upon each application with respect to the standards set forth below. The City Council after receiving said report, may refer the application back to that body for additional review, or, by motion, may approve, approve with conditions, or disapprove, an application for a vacation rental license, upon findings of fact with respect to each of the standards set forth below:
1. The proposed vacation rental will not cause a negative cumulative effect when its effect is considered in conjunction with the effect of other vacation rentals in the immediate neighborhood.
 2. The vacation rental will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining properties.
 3. The proposed vacation rental will comply with all the rules and regulations contained herein.
 4. The proposed vacation rental is not likely to have an adverse effect upon the public health, welfare, or safety.
- Regardless of its finding on any or all of the foregoing standards, the City Council may deny a vacation rental license upon a finding that such denial is in the public interest.
- (D) *Renewal.* If a vacation rental license was issued for the prior year, the approval for a renewal license shall be obtained from the City Manager or his/her designee, provided the previously-issued license was not revoked or suspended, and the vacation rental did not receive citation(s) from any City Inspector or Police Officer during said prior calendar year. Every renewal application shall satisfy all requirements set forth in Section 4 of this Chapter.
- (E) *License Fee.* The annual fee for a license issued pursuant to this Chapter shall be fifty dollars (\$50.00).

(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-5. - REQUIREMENTS AND STANDARDS.

- (A) No vacation rental operator shall:
1. Rent or lease any vacation rental for any period of time shorter than twenty-four (24) consecutive hours;
 2. Rent or lease any vacation rental more than once within any consecutive twenty-four-hour period measured from the commencement of one rental to the commencement of the next;
 3. Advertise an hourly rate or any other rate for a vacation rental based on a rental period of fewer than twenty-four (24) consecutive hours; and/or
 4. Serve or otherwise provide any food or beverage to any guest.

5. Cause or permit, by action or failure to act, the vacation rental or its use to suffer from and/or create any violation of the following portions of the City Code: Title 4, "Building Regulations"; Title 5, "Housing Regulations"; Title 6, "Zoning"; Title 8, "Health and Sanitation"; or Title 9, "Public Safety."
- (B) Every vacation rental shall be subject to inspection by staff members of the City's Fire, Health, and Community and Economic Development Departments.
 - (C) Every vacation rental operator shall keep a register in which shall be entered the name of every guest and his/her arrival and departure dates. The operator shall make said register freely accessible to any officer of the City's Police, Fire, Health, and/or Community and Economic Development Departments.
 - (D) Every vacation rental operator shall post, in a conspicuous place within the vacation rental, the name and telephone number of the operator's authorized agent identified pursuant to Code Section 5-8-3(A)2.
 - (E) Any kitchen in a vacation rental shall be cleaned and sanitized between guests and all food and beverages shall be discarded. All dishes, utensils, pots, pans and other cooking utensils shall be cleaned and sanitized between guests.
 - (F) The operator of every vacation rental shall change supplied bed linens and towels therein at least once each week, and prior to the letting of any room to any new guest. The operator shall be responsible for the maintenance of all supplied bedding in a clean and sanitary manner.

(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-6. - PENALTY.

- (A) Any owner, tenant or other person who shall be found to have violated any of the provisions of this Chapter shall be guilty of an offense punishable as follows:
 1. The fine for a first violation is two hundred dollars (\$200.00).
 2. The fine for a second violation is five hundred dollars (\$500.00).
 3. The fine for a third or subsequent violation is seven hundred fifty dollars (\$750.00).
- (B) Each day a provision of this Chapter is found to have been violated constitutes a separate violation subject to the fine schedule set forth in this Section.
- (C) Any fines shall be debts due and owing to the City that the City may collect by any means allowed by law, including, but not limited to, filing a lien against the vacation rental or the premises containing the vacation rental.
- (D) The fines provided for herein shall not be construed as limiting the power of a court of competent jurisdiction or an administrative hearing officer to impose other penalties and/or remedies as provided for by applicable legislation. In addition, a licensee found to have violated any provision of this Chapter may be subject to license revocation, suspension, or nonrenewal.

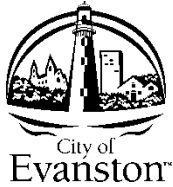
(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-7. - REVOCATION; SUSPENSION; PROCEDURES.

- (A) The City Manager may revoke or suspend a license issued pursuant to the terms of this Chapter for any of the following reasons:
 1. If the owner of the relevant vacation rental or his/her agent violates any of the terms of this Chapter;

2. If the owner of the vacation rental or his/her agent is deemed to have maintained a nuisance premises therein, in violation of Section 9-5-4 of this Code;
 3. If, pursuant to Title 4, Chapter 16 of the City Code, the Director of Community and Economic Development ("Director") deems the vacation rental, or the premises wherein it is located, to be a vacant building, as defined therein; and/or
 4. If the City or other governmental agency condemns the vacation rental or the premises wherein it is located.
- (B) Not less than fourteen (14) business days prior to a revocation hearing for a license issued pursuant to the terms of this Chapter, the Director shall send, via First Class U.S. mail, a notice of revocation hearing to the owner or his/her authorized agent at the address provided on the most recent license application. Notice shall be sufficient if sent to the address of the authorized agent indicated on the license application. Said notice shall include the following:
1. Description of the vacation rental, sufficient for identification;
 2. A statement that the license is subject to revocation;
 3. A statement of the reasons for the revocation;
 4. The date and time upon which a revocation hearing shall occur; and
 5. The location for said revocation hearing.
- (C) If the Director certifies to the City Manager that he/she has reason to believe that immediate suspension of the license is necessary to prevent the threat of immediate harm to the community, the City Manager may, upon the issuance of a written order stating the reason for such conclusion and without notice or hearing, order the license suspended for not more than seven (7) days. The City Manager may extend the suspension during the pendency of a hearing upon a written determination that doing so is necessary to prevent the aforesaid harm to the community.
- (D) Hearings shall be conducted by the City Manager in accordance with procedures drafted by the Corporation Counsel.
- (E) Within ten (10) business days after the close of the hearing, the City Manager shall issue a written decision that shall constitute a final determination for purposes of judicial review pursuant to the Illinois Administrative Review Law, 735 ILCS 5/3-101 et seq., as amended. In reaching a decision, the City Manager may consider any of the following:
1. The nature of the violation;
 2. The nature and extent of the harm caused by the licensee's action or failure to act;
 3. The factual situation and circumstances surrounding the violation;
 4. Whether or not the action or failure to act was willful;
 5. The record of the licensee with respect to violations.
- (F) A licensee whose license has been revoked shall not be eligible to reapply for a new license.

(Ord. No. 50-O-13, § 2, 6-10-2013)



Memorandum

To: Honorable Mayor and Members of the City Council
Planning and Development Committee

From: Evonda Thomas-Smith, Health Department Director
Ellyn Golden, Environmental Health Licensing Coordinator
Melissa Klotz, Zoning Planner

Subject: Vacation Rental License for 710 Madison Street

Date: January 22, 2018

Recommended Action:

City staff recommends approval of a Vacation Rental License for the property located at 710 Madison Street. The Vacation Rental meets all of the Standards and Procedures for license approval. This item was continued at the Planning & Development meeting on January 22, 2018 to February 26, 2018.

Livability Benefits:

Built Environment: Support housing affordability
Economy & Jobs: Retain and expand local businesses

Summary:

710 Madison St. is located on the south side of Madison St. between Custer Ave. and Sherman Ave. in the R2 Single Family Residential District. The property features a two-family residence. Both units are proposed as Vacation Rentals. The Vacation Rental will be operated by the property owner, Rachelle Kanuk. The property meets the Standards and Procedures as required by Ordinance 50-O-13:

The proposed Vacation Rental will not cause a negative cumulative effect when its effect is considered in conjunction with the effect of other Vacation Rentals in the immediate neighborhood. Since there are no other licensed Vacation Rentals within the immediate area, there is no negative cumulative effect.

The Vacation Rental will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining properties. The property in question is adjacent to single family and two-family residences. All property owners within 250' of the subject property have been notified of the proposed Vacation Rental. Staff is not aware of opposition to the proposal.

The proposed Vacation Rental will comply with all the rules and regulations contained herein. The applicant has complied with all applicable rules and regulations, including notification to all property owners within 250' of the subject property.

The proposed Vacation Rental is not likely to have an adverse effect upon the public health, welfare, or safety. The subject property does not feature any open zoning or property standards violations. City staff is not aware of any nuisance issues specific to the site that could become concerns if the property operates as a Vacation Rental. The property features a driveway with open parking where at least four vehicles can tandem park if necessary. Additionally, the Health and Human Services Department requires an inspection of life safety issues prior to issuing a license.

Attachments:

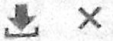
Vacation Rental License Application – submitted November 7, 2017

Explanation of Operations from Applicant

Notice to Neighbors

Aerial View of Property

Vacation Rental Ordinance 50-O-13



Department of Health & Human Services
2100 Ridge Avenue
Evanston, Illinois 60201-2798
Telephone : 847/448-4311
FAX: 847-448-8134
www.cityofevanston.org

VACATION RENTAL LICENSE APPLICATION

A property owner who seeks a Vacation Rental License shall submit a written application that contains all of the information requested below (City Code §5-9-4-(A), as amended).

PLEASE FILL IN ALL SECTIONS. IF APPROPRIATE, MARK "NOT APPLICABLE" OR "N/A."

Dwelling Unit Address: 710 MADISON ST

PIN: _____ Total # of dwelling units in the building: 2

1. Unit Owners (If a partnership, corporation, or other entity, include its name and the name of the responsible party):

Names: RACHELLE KANUK (AKA Rachelle Nicolosi)

Address including City, State, Zip Code: 710 Madison St

Phone(s): 847-668-4453 Email address(es): Krave710@gmail.com

2. Name of natural person twenty-one (21) years of age or older, designated by the owner as the authorized agent for receiving notices of city code violations and for receiving process, in any court proceeding or administrative enforcement proceeding, on behalf of such owner in connection with the enforcement of this code. The foregoing notwithstanding, this person may be between eighteen (18) and twenty-one (21) years of age provided that the applicant attaches, to this form, proof that said person has a valid realtor's license issued pursuant to the Illinois Real Estate License Act, 225 ILCS 454/1-1 et seq., as amended. This person must maintain an office in Cook County, Illinois, or must actually reside within Cook County, Illinois. An owner who is a natural person and who meets the requirements of this subsection as to location of residence or office may designate himself/herself as agent:

Name of Designated Agent for above purpose: SELF / N/A

Address, including City, State, ZIP: _____

Phone(s): _____ Email address: _____

3. Name of owner's agent for the purpose of managing, controlling or collecting rents, and any other person who is not an owner but who controls such dwelling unit, if any:

Name of Designated Agent for above purpose: _____

Address, including City, State, ZIP: _____

Phone(s): _____ Email address: _____

4. Name of each company that provides an insurance policy for the dwelling unit:

ALLSTATE INS
Address, including City, State, ZIP: 6954 W Touhy Ave #102 Niles, IL
Phone(s): 630-545-1400 Email address: bartba192@allstate.com

Please submit completed application and required documents to: Licensing, Dept. of Health & Human Services
2100 Ridge Ave., Evanston, IL 60201 or email to: egolden@cityofevanston.org



Melissa Klotz <mklotz@cityofevanston.org>

Re: 710 Madison vacation rental

1 message

Rachelle Ross <kraive710@gmail.com>
To: Melissa Klotz <mklotz@cityofevanston.org>

Wed, Dec 20, 2017 at 5:38 PM

Hi Melissa,

My intention is to rent out a bedroom in my upstairs apartment to visitors of Evanston. This would be for one guest (max 2 guests, upon approval)

My goal is to provide clean, safe, affordable accommodations to University family members, students, medical residents, and people relocating that need a short term place to land while making a bit of income to offset my exorbitantly high property taxes. I am not interested in tourism rentals at all.

I want to rent to visitors with a purposeful reason to be here.

My upstairs unit is fully self contained but sits within the (upstairs) structure of my home. Reputable vacation rental sites such as VRBO, Home and Away and Airbnb allow hosts to accept or decline guest booking requests, verifies their identity and publishes reviews from other hosts (and guests) with their narratives about these guests.

Hosts can inquire (and are encouraged to) as to what is the purpose of the visit, and to divulge more about their intent while visiting.

Hope this summarizes it!

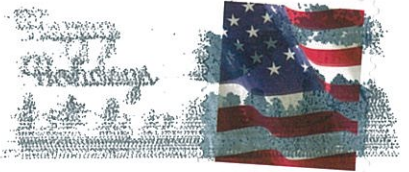
Please let me know if you need more info..

Thanks,
Rachelle Kanuk
710 Madison St
Evanston, IL 60202
847-668-4453

Happy New Year

RACHELLE KANUK
710 MADISON STREET
EVANSTON, IL 60202
KRAVE710@GMAIL.COM

CAROL STREAM IL 60011



*Best Wishes for a Happy
and Healthy 2018!*

I have submitted an application for a Vacation Rental License City Code 5-9-4 which is scheduled for review during the public meetings of the Planning and Development Committee and Evanston City Council on January 8, 2018 at 7:15 pm in City Council Chambers at the Morton Civic Center, 2100 Ridge Ave, Evanston 60201

For inquiries about this application, please contact the Department of Health and Human Services (847) 448-4311

Morton Civic Center
ATT: → Ellyn GOLDEN (HHS)
2100 RIDGE AVE
EVANSTON, IL
60201

My goal is to provide clean, safe and affordable accommodations to University family members, students, and medical residents that need a short term place to stay. All guests are pre-screened and identity verified.

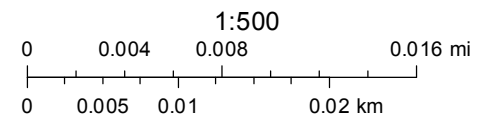


710 Madison St



December 20, 2017

- User drawn points
- Tax Parcels



Aerial imagery courtesy Cook County GIS

CHAPTER 9 - VACATION RENTALS

SECTION:

5-9-1. - PURPOSE.

The purpose of this Chapter is to promote the public health, safety, and welfare by licensing the operation of vacation rentals within the City of Evanston.

(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-2. - DEFINITIONS.

For the purposes of administering this Chapter, the following definition(s) shall apply:

<i>VACATION RENTAL:</i>	A dwelling unit or portion thereof offered for rent for a period shorter than thirty (30) consecutive days to any person other than a member of the owner's family, as those terms are defined in Section 6-18-3 of this Code. The term "vacation rental" shall not include hotels or motels, licensed pursuant to Title 3, Chapter 2 of this Code, lodging establishments, licensed pursuant to Title 5, Chapter 2 of this Code, bed and breakfast establishments, licensed pursuant to Title 8, Chapter 19 of this Code, and/or home sharing in accord with Subsection 6-4-1-14-(B) of this Code.
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(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-3. - LICENSE REQUIRED; LICENSE TERM; EXEMPTIONS.

- (A) It shall be unlawful to operate a vacation rental within the City of Evanston without a current, valid license issued pursuant to the terms of this Chapter.
- (B) Each license issued pursuant to this Chapter shall be valid for one (1) year, subject to renewal per Section 4 of this Chapter.
- (C) Subsection (A) of this Section notwithstanding, no license shall be required to operate a vacation rental for no more than one (1) rental period per dwelling unit per twelve-month period for:
 - 1. Any dwelling unit;
 - 2. A rental agreement executed pursuant to or in conjunction with a contract to sell the dwelling unit containing the vacation rental;
 - 3. Vacation rental guest(s) who is/are displaced from his/her/their own dwelling unit so that it may be renovated and/or repaired;
 - 4. An operator who will suffer demonstrable hardship.

(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-4. - APPLICATION; NOTICE; STANDARDS AND PROCEDURES; RENEWAL; FEES.

- (A) *Applications.* A property owner who seeks a vacation rental license pursuant to this Chapter shall submit a written application that contains all information required for a registration statement pursuant to Chapter 8 of this Title.
- (B) *Notice.* Each application shall be accompanied by proof the applicant mailed notice thereof to all owners, whose addresses appear on the current tax assessment list, of real property located within a radius of two hundred fifty feet (250') of the subject property, inclusive of public streets, alleys and other public ways. The notice shall contain the applicant's name, the address of the subject property, the matter under consideration, and the date, time, and location of the relevant meeting of the Planning and Development Committee.
- (C) *Standards and Procedures for License Approval.* The Planning and Development Committee will review all applications for vacation rentals and will report to the City Council upon each application with respect to the standards set forth below. The City Council after receiving said report, may refer the application back to that body for additional review, or, by motion, may approve, approve with conditions, or disapprove, an application for a vacation rental license, upon findings of fact with respect to each of the standards set forth below:
1. The proposed vacation rental will not cause a negative cumulative effect when its effect is considered in conjunction with the effect of other vacation rentals in the immediate neighborhood.
 2. The vacation rental will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining properties.
 3. The proposed vacation rental will comply with all the rules and regulations contained herein.
 4. The proposed vacation rental is not likely to have an adverse effect upon the public health, welfare, or safety.
- Regardless of its finding on any or all of the foregoing standards, the City Council may deny a vacation rental license upon a finding that such denial is in the public interest.
- (D) *Renewal.* If a vacation rental license was issued for the prior year, the approval for a renewal license shall be obtained from the City Manager or his/her designee, provided the previously-issued license was not revoked or suspended, and the vacation rental did not receive citation(s) from any City Inspector or Police Officer during said prior calendar year. Every renewal application shall satisfy all requirements set forth in Section 4 of this Chapter.
- (E) *License Fee.* The annual fee for a license issued pursuant to this Chapter shall be fifty dollars (\$50.00).

(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-5. - REQUIREMENTS AND STANDARDS.

- (A) No vacation rental operator shall:
1. Rent or lease any vacation rental for any period of time shorter than twenty-four (24) consecutive hours;
 2. Rent or lease any vacation rental more than once within any consecutive twenty-four-hour period measured from the commencement of one rental to the commencement of the next;
 3. Advertise an hourly rate or any other rate for a vacation rental based on a rental period of fewer than twenty-four (24) consecutive hours; and/or
 4. Serve or otherwise provide any food or beverage to any guest.

5. Cause or permit, by action or failure to act, the vacation rental or its use to suffer from and/or create any violation of the following portions of the City Code: Title 4, "Building Regulations"; Title 5, "Housing Regulations"; Title 6, "Zoning"; Title 8, "Health and Sanitation"; or Title 9, "Public Safety."
- (B) Every vacation rental shall be subject to inspection by staff members of the City's Fire, Health, and Community and Economic Development Departments.
 - (C) Every vacation rental operator shall keep a register in which shall be entered the name of every guest and his/her arrival and departure dates. The operator shall make said register freely accessible to any officer of the City's Police, Fire, Health, and/or Community and Economic Development Departments.
 - (D) Every vacation rental operator shall post, in a conspicuous place within the vacation rental, the name and telephone number of the operator's authorized agent identified pursuant to Code Section 5-8-3(A)2.
 - (E) Any kitchen in a vacation rental shall be cleaned and sanitized between guests and all food and beverages shall be discarded. All dishes, utensils, pots, pans and other cooking utensils shall be cleaned and sanitized between guests.
 - (F) The operator of every vacation rental shall change supplied bed linens and towels therein at least once each week, and prior to the letting of any room to any new guest. The operator shall be responsible for the maintenance of all supplied bedding in a clean and sanitary manner.

(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-6. - PENALTY.

- (A) Any owner, tenant or other person who shall be found to have violated any of the provisions of this Chapter shall be guilty of an offense punishable as follows:
 1. The fine for a first violation is two hundred dollars (\$200.00).
 2. The fine for a second violation is five hundred dollars (\$500.00).
 3. The fine for a third or subsequent violation is seven hundred fifty dollars (\$750.00).
- (B) Each day a provision of this Chapter is found to have been violated constitutes a separate violation subject to the fine schedule set forth in this Section.
- (C) Any fines shall be debts due and owing to the City that the City may collect by any means allowed by law, including, but not limited to, filing a lien against the vacation rental or the premises containing the vacation rental.
- (D) The fines provided for herein shall not be construed as limiting the power of a court of competent jurisdiction or an administrative hearing officer to impose other penalties and/or remedies as provided for by applicable legislation. In addition, a licensee found to have violated any provision of this Chapter may be subject to license revocation, suspension, or nonrenewal.

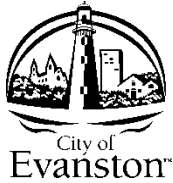
(Ord. No. 50-O-13, § 2, 6-10-2013)

5-9-7. - REVOCATION; SUSPENSION; PROCEDURES.

- (A) The City Manager may revoke or suspend a license issued pursuant to the terms of this Chapter for any of the following reasons:
 1. If the owner of the relevant vacation rental or his/her agent violates any of the terms of this Chapter;

2. If the owner of the vacation rental or his/her agent is deemed to have maintained a nuisance premises therein, in violation of Section 9-5-4 of this Code;
 3. If, pursuant to Title 4, Chapter 16 of the City Code, the Director of Community and Economic Development ("Director") deems the vacation rental, or the premises wherein it is located, to be a vacant building, as defined therein; and/or
 4. If the City or other governmental agency condemns the vacation rental or the premises wherein it is located.
- (B) Not less than fourteen (14) business days prior to a revocation hearing for a license issued pursuant to the terms of this Chapter, the Director shall send, via First Class U.S. mail, a notice of revocation hearing to the owner or his/her authorized agent at the address provided on the most recent license application. Notice shall be sufficient if sent to the address of the authorized agent indicated on the license application. Said notice shall include the following:
1. Description of the vacation rental, sufficient for identification;
 2. A statement that the license is subject to revocation;
 3. A statement of the reasons for the revocation;
 4. The date and time upon which a revocation hearing shall occur; and
 5. The location for said revocation hearing.
- (C) If the Director certifies to the City Manager that he/she has reason to believe that immediate suspension of the license is necessary to prevent the threat of immediate harm to the community, the City Manager may, upon the issuance of a written order stating the reason for such conclusion and without notice or hearing, order the license suspended for not more than seven (7) days. The City Manager may extend the suspension during the pendency of a hearing upon a written determination that doing so is necessary to prevent the aforesaid harm to the community.
- (D) Hearings shall be conducted by the City Manager in accordance with procedures drafted by the Corporation Counsel.
- (E) Within ten (10) business days after the close of the hearing, the City Manager shall issue a written decision that shall constitute a final determination for purposes of judicial review pursuant to the Illinois Administrative Review Law, 735 ILCS 5/3-101 et seq., as amended. In reaching a decision, the City Manager may consider any of the following:
1. The nature of the violation;
 2. The nature and extent of the harm caused by the licensee's action or failure to act;
 3. The factual situation and circumstances surrounding the violation;
 4. Whether or not the action or failure to act was willful;
 5. The record of the licensee with respect to violations.
- (F) A licensee whose license has been revoked shall not be eligible to reapply for a new license.

(Ord. No. 50-O-13, § 2, 6-10-2013)



Memorandum

To: Honorable Mayor and Members of the City Council
Planning and Development Committee

From: Johanna Leonard, Director of Community Development
Scott Mangum, Planning and Zoning Administrator
Meagan Jones, Neighborhood and Land Use Planner

Subject: Ordinance 21-O-18, Granting a Special Use for a Special Educational Institution- Public at 1233-35 Hartrey Avenue

Date: January 30, 2018

Recommended Action

The Zoning Board of Appeals and City staff recommend adoption of Ordinance 21-O-18 granting special use approval for a Special Educational Institution- Public in the I2 General Industrial Zoning District in order to operate a high-school for students with behavioral and emotional needs. The applicant has complied with all zoning requirements and meets all of the standards for a special use for this district. This Ordinance was approved for Introduction at the February 12, 2018 City Council meeting.

Livability Benefits

Education, Arts & Community: Provide quality education from cradle to career.
Economy & Jobs: Expand job opportunities.

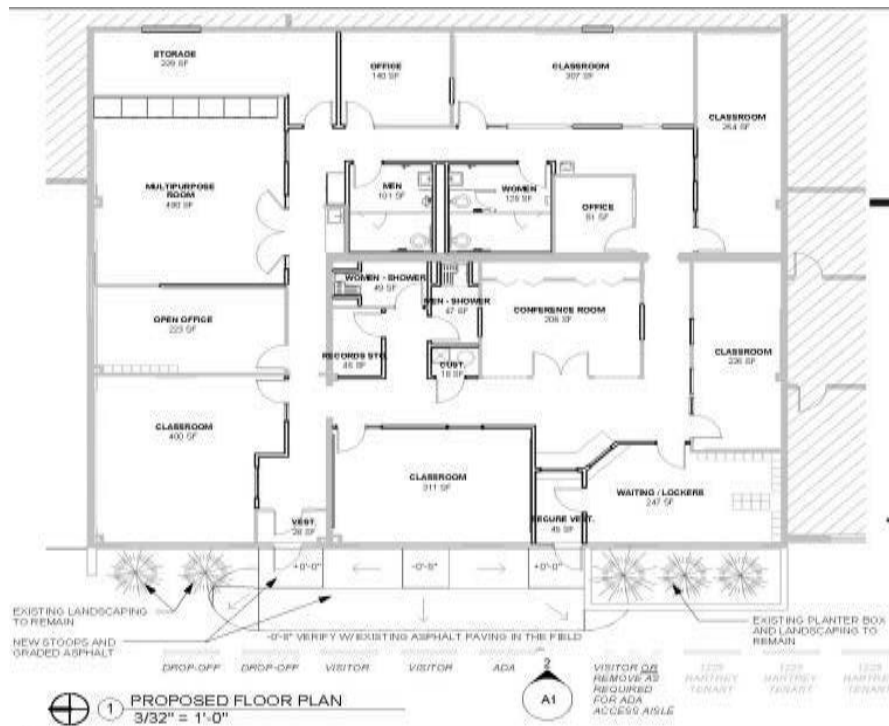
Summary

The applicant proposes to operate a Special Educational Institution- Public for students with behavioral and emotional needs. The school would start with approximately 22 students with the potential to expand to up to 40 students. The school would create 12 new jobs (teachers and staff) with possible expansion to up to 15-18 positions. The School would operate between the hours 8:00 a.m. and 3:00 p.m. with the possibility of expanding hours in the future.

There are 6 parking spaces in front of the tenant space that will be designated for the school's use; this includes 3 visitor parking spaces, 2 drop-off spaces and 1 ADA compliant space. The building owner also owns parking lots on the south side of Dempster Street between Hartrey Avenue and Pitner Avenue which will be used for teacher and staff parking. A school bus will be utilized for some students with special educational needs and two safety officers will be onsite to direct traffic.

The interior space includes classrooms, offices, locker area and a multipurpose room. Food will be delivered to the site and not prepared at this location.

SITE PLAN:



During the DAPR (Design and Project Review) Committee meeting the Committee noted ramps and other entrances would be reviewed in further detail for ADA compliance as part of the building permit process. ETHS intends to add signage to the building. The Committee voted unanimously to recommend approval of the proposed Special Use with conditions related to employee parking, bike parking and improvements to the parking area (including sealcoating, striping and signage).

Comprehensive Plan

The Evanston Comprehensive General Plan encourages the adaptive reuse of existing structures and vacant, blighted properties. The Comprehensive Plan also calls for recognizing the benefits of mixing residential, commercial and institutional uses in neighborhoods in addition to maintaining the appealing character of Evanston’s neighborhoods while guiding their change. The proposed use could also lend itself to the goal of supporting and encouraging efforts at employment assistance and linkages. The Comprehensive Plan specifically includes:

Objective: Maintain the appealing character of Evanston’s neighborhoods while guiding their change.

Policy: Encourage creative adaptive reuse of properties available for redevelopment using zoning standards and the Design & Project

Review process.

Objective: Recognize the benefits of mixing residential, commercial and institutional uses in neighborhoods.

Policy: Promote employment linkages and open communication between neighborhood residents and local employers.

Policy: Minimize the adverse effects of such circumstances as traffic and parking congestion or incompatible hours of operation as part of City technical assistance or zoning/site plan review of businesses and institutions proposing expansion or relocation to sites adjacent to residential areas.

Objective: Support and encourage efforts at employment assistance and linkages.

Policy: Promote linkages between local schools and local employers that help Evanston students become competitive members of the workforce.

The proposed educational institution will occupy a currently vacant space within a mixed-use building, improve the aesthetics of that property, and provide an appropriate use for the neighborhood.

Legislative History

January 23: The ZBA unanimously recommended approval of the special use for a Special Educational Institution- Public at 1233-35 Hartrey, with the following conditions:

1. Hours of operation shall not exceed 6am – 10pm, Monday through Friday.
2. Employees must park in the parking lot on the southwest Corner of Dempster Street and Hartrey Avenue.
3. Applicant agrees to install signage indicating where on-site parking spaces are located on the Subject Property
4. Bicycle parking spaces for twelve bicycles must be located on the Subject Property.
5. There shall not be on-street drop-off of students from passenger vehicles.
6. Applicant agrees to make parking lot improvements including sealcoating and striping.
7. Applicant agrees to install School Zone signage.
8. Substantial compliance with documents and testimony on record.

Attachments

Proposed Ordinance 21-O-18

January 23, 2018 ZBA Draft Meeting Minutes Excerpt

ZBA Findings

January 23, 2018 ZBA Packet

<https://www.cityofevanston.org/home/showdocument?id=35412>

21-O-18

AN ORDINANCE

**Granting a Special Use Permit for a Special Educational Institution –
Public in the I2 General Industrial Zoning District
("Evanston Township High School")**

WHEREAS, the Zoning Board of Appeals ("ZBA") met on January 23, 2018, pursuant to proper notice, to consider case no. 17ZMJV-0109, an application filed by Evanston Township High School (the "Applicant"), lessee of the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 1233-35 Hartrey Avenue (the "Subject Property") and located in the I2 Zoning District, for a Special Use Permit to establish, pursuant to Subsection 6-14-3-3 of the Evanston City Code, 2012, as amended ("the Zoning Ordinance"), a Special Educational Institution - Public, "Evanston Township High School," 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 Special Educational Institution - Public 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 February 12, 2018, 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 approve the application in case no. 17ZMJV-0109; and

WHEREAS, at its meetings of February 12, 2018 and February 26, 2018, 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 Special Educational Institution - Public on the Subject Property as applied for in case no. 17ZMJV-0109.

SECTION 3: Pursuant to Subsection 6-3-5-12 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 6-3-10-5 and 6-3-10-6 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:** The Applicant may operate the Special Educational Institution - Public authorized by this ordinance only between the hours of 6:00 a.m. and 10:00 p.m. on any given Monday through Friday.
- C. Employee Parking:** Employees must park offsite in the parking lot on the southwest corner of Dempster Street and Hartrey Avenue during the hours of operation.
- D. On-Site Parking Space Signage:** The Applicant agrees to install signage indicating where the on-site parking spaces are located on the Subject Property.
- E. Bicycle Parking Spaces:** The Applicant agrees to install twelve (12) bicycle parking spaces on the Subject Property.

- F. Parking Lot:** The Applicant agrees to make all parking lot improvements and complete all sealcoating and striping prior to opening.
- G. School Zone Signage:** The Applicant agrees to install School Zone signage.
- H. Student Drop-Off:** The Applicant agrees that there must not be on-street drop-off of students from passenger vehicles.
- I. 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: _____, 2018

Approved:

Adopted: _____, 2018

_____, 2018

Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid, City Clerk

W. Grant Farrar, Corporation Counsel

EXHIBIT A**LEGAL DESCRIPTION****PARCEL 1:**

THAT PORTION OF THE NORTH $\frac{1}{2}$ OF THE NORTH EAST $\frac{1}{4}$ OF THE NORTH WEST $\frac{1}{4}$ OF SECTION 24, TOWNSHIP 41 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN LYING WEST OF THE RIGHT OF WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY (EXCEPT THE NORTH 33 FEET THEREOF AND EXCEPT THE WEST 33 FEET THEREOF DEDICATED FOR ST) LOTS 1, 2, 3, AND THE NORTH $\frac{1}{2}$ OF LOT 4; LOT 23 (EXCEPT THE SOUTH 7 FEET THEREOF) AND ALL OF LOT 24, TOGETHER WITH THE VACATED ALLEY LYING BETWEEN SAID LOTS 1, 2, 3, AND LOTS 22, 23 AND 24 ALSO VACATED CRAIN ST LYING NORTH OF AND ADJOINING SAID LOTS 1 AND 24 AND ALL OF VACATED GREY AVENUE LYING EAST OF AND ADJOINING SAID LOTS 1,2,3, AND THE NORTH $\frac{1}{2}$ OF LOT 4 AND LYING WESTERLY OF THE RIGHT OF WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY, ALL IN BLOCK 2 OF GROVER AND PITNER'S ADDITION TO EVANSTON, A SUBDIVISION OF THE SOUTH WEST $\frac{1}{4}$ OF THE NORTH EAST $\frac{1}{4}$ OF THE NORTH WEST $\frac{1}{4}$ OF SECTION 24, TOWNSHIP 41 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN IN THE CITY OF EVANSTON, IN COOK COUNTY, ILLINOIS

PARCEL 2:

LOTS 44, 45, 46, 47, AND 48 IN RUTT'S SUBDIVISION OF BLOCK 1 IN PITNER'S AND SON'S THIRD ADDITION TO EVANSTON, BEING A SUBDIVISION OF NORTH WEST $\frac{1}{4}$ OF THE NORTH WEST $\frac{1}{4}$ OF SECTION 24, TOWNSHIP 41 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

PARCEL 3:

LOTS 1, 2, 3, 4, 5, 6, AND 7 IN RUTT'S RESUBDIVISION OF BLOCK 1 IN PITNER AND SON'S THIRD ADDITION TO EVANSTON BEING A SUBDIVISION OF THE NORTH WEST $\frac{1}{4}$ OF THE NORTH WEST $\frac{1}{4}$ OF SECTION 24, TOWNSHIP 41 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

PARCEL 4:

LOTS A, B, C, AND D IN OWNER'S RESUBDIVISION OF LOTS 8, 9, 10, 11, AND 12 IN RUTT'S RESUBDIVISION OF BLOCK 1 IN PITNER AND SONS 3RD ADDITION TO EVANSTON BEING A SUBDIVISION OF THE NORTH WEST $\frac{1}{4}$ OF THE NORTH WEST $\frac{1}{4}$ OF SECTION 24, TOWNSHIP 41 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

PIN: 10-24-103-001-0000

COMMONLY KNOWN As: 1233-35 Hartrey Avenue, Evanston, Illinois.



MEETING MINUTES
ZONING BOARD OF APPEALS

Tuesday, January 23, 2018

7:00 PM

Civic Center, 2100 Ridge Avenue, Council Chambers

Members Present: Lisa Dziekan, Mary Beth Berns, Myrna Arevalo, Mary McAuley, Kiril Mirintchev, Violetta Cullen

Members Absent: Scott Gingold

Staff Present: Scott Mangum

Presiding Member: Mary Beth Berns

Declaration of Quorum

With a quorum present, Chair Berns called the meeting to order at 7:00 p.m.

New Business

1233-1235 Hartrey Ave.

ZBA 17ZMJV-0109

Evanston Township High School submits for a Special Use for a Special Educational Institution- Public in the I2 General Industrial Zoning District in order to operate a high-school for students with behavioral and emotional needs (Zoning Code Section 6-14-3-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

Mr. Mangum read the case into the record.

Mary Rodino, CFO for ETHS, explained the proposal:

- Students are currently transported out of the district.
- The District explored multiple Evanston properties including Shore School, which needed repairs.
- 22 students will be brought back to the community by locating at 1233-1235 Hartrey, as well as 12-18 full time staff positions.
- The layout of the space works well and an architect has been consulted.
- The location is 3 blocks from ETHS which will allow students to transition to the main campus for activities.

Ms. McAuley asked the applicant to expand on the size of the building and other uses and businesses in the building and area. Ms. Rodino responded:

- There is warehouse space contiguous to the proposed school space.
- Rimland Services is to the north and is not a concern.
- Other uses include Sammic restaurant supply distribution.
- There is no manufacturing immediately adjacent to the proposed school space.
- A meeting was conducted on January 9, 2018 with Alderman Braithwaite and 6 attendees from the surrounding area.

- DAPR Committee had concerns about public parking. There are 120 spaces at Hartrey/Dempster that are only 50% utilized. Staff and visitors will park in off-site lots.
- There will not be any outdoor activities. All physical education components will occur indoors. Extra-curricular activities will occur at the main ETHS campus.
- Bicycle parking will be added, some students drive, some students walk, and transportation will be provided if necessary – likely with one 14-passenger bus for drop off and one for pick up.
- Anticipate 22 students and not more than 40 students.
- Some deliveries will be made to the space via the loading dock to the north.
- The school will function with a closed campus with no student travel during the day.
- Security officers will be present during the day.

Ms. Cullen noted there was a truck located at the adjacent business at 1pm when she went by the property. Ms. Rodino responded that the truck is not observed often.

Ms. Cullen asked about the myriad of uses at the property, and Mr. Mangum explained text amendments have allowed some additional uses in Industrial Districts over time, some existing businesses are legally nonconforming, and Goldfish Swim School obtained a special use for commercial indoor recreation. Ms. Rodino noted the use of the property has changed over time. There are other uses within the building that are for kids.

Mr. Mirintchev inquired about ADA compliance and the parking lot, and Ms. Rodino responded:

- There are ramps at the front so the entrance is ADA compliant.
- Parking spaces are deep but will not be used for tandem parking.
- Safety staff will enforce the parking.
- Distance between entrances is compliant and both suites are fully sprinkled to meet the minimum travel distance and separation between the two doors.
- Current door to the adjacent space will be infilled.
- 10 year lease signed.
- 14-student van will be parked at ETHS, but vans may use the drop-off spaces.

Chair Berns asked how the applicant will ensure there are no drop-offs on the west side of the street, and the applicant responded safety staff will be on site directing drop-offs and the bus drop-off on the street with the stop arm out.

Chair Berns asked how quickly enrollment will get to 40 students and what the long-term goal of the space is, and the applicant responded:

- There will be 22 students to start, and a few will be added each year.
- The ultimate goal is to transition kids back to the main campus.
- Hope to stay at the site for more than 10 years.
- Currently 92 students are served off-campus, which is down from the peak of 130 students. A lot of money is currently spent using other facilities for these students.
- Food deliveries will be made by a cargo van once per day from the ETHS kitchen.

- Patching and repair of parking lot and curb will be done, exterior doors will be replaced, wall signage is proposed, and signage will be provided for the ETHS parking and three adjacent tenants.
- Hours of operation will be 8:15am – 3pm for the Director of Special Education and 8am – 4pm for teachers. Evening events are not currently planned other than occasional open houses.

Ms. Dziekan asked if there has been communication with parents about the proposal, and the applicant responded not yet, but anticipate most will be favorable.

Darlene Cannon, 1317 Pitner Ave., stated the facility will be used for behavior disorder students and mostly minorities, but the school told the public it will be used for white kids from Highland Park. The process is not fair since property owners were not notified of the text amendment.

Betty Ester, 1921 Dewey Ave., explained school zone crime is an issue for the police and citizens.

Trisha Connolly, 908 Greenwood St., stated a text amendment should be noticed to residents and the issue should be taken up with the City Manager.

Tasha Finely, 1915 Pitner, asked why the students cannot be served at ETHS?

Kiera Kelly, 2436 Orrington Ave., stated she has concerns and the case should be re-noticed.

Mr. Mangum noted there is no mailed notice requirement for text amendments, but both the text amendment and special use are noticed in the Evanston Review newspaper.

The ZBA deliberated:

Ms. McAuley explained she understands the community concerns but the use is consistent with other uses in this I2 District.

Ms. Dziekan added that she understands the notice concerns, and that students are best served in their own community philosophically, and the applicant addressed concerns that were raised.

Mr. Mirintchev stated he is in support of the proposal and is okay with the location as long as ample signage is provided and safety personnel are on the street in the mornings.

Ms. Cullen stated she agrees that the location is appropriate since it is near the high school and other child oriented uses, but would prefer more community support.

Ms. Arevalo stated she supports the project.

Chair Berns noted she agrees with the Board's comments, and the proposal will bring money and kids back into the community.

The Standards for Special Use were addressed:

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

Ms. Cullen motioned to recommend approval of the special use with the following conditions:

1. Employees shall park off-site.
2. Signage for parking spaces is required.
3. 12 bicycle parking spaces are required.
4. The parking lot shall be improved including patching, sealcoating and striping.
5. Street drop-off is prohibited.
6. School zone signage shall be added.
7. Hours of operation shall not exceed 6am – 10pm.
8. The project shall be developed in substantial compliance with the documents and testimony on record.

The motion was seconded by Ms. McAuley and unanimously approved.

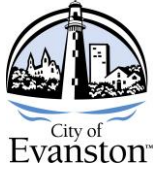
Other Business

There was no other business.

Discussion

There was no additional discussion.

The meeting adjourned at 8:29pm.



FINDINGS

FOR STANDARDS OF

SPECIAL USE PERMITS

In the case of

Case Number: 17ZMJV-0109
Address or Location: 1233-35 Hartrey Ave.
Applicant: Evanston Township High School, Lessee
Proposed Special Use: Special Educational Institution- Public in the I2 General Industrial District

After conducting a public hearing on January 23, 2018, 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:

<u>Standard</u>	<u>Finding</u>
(A) It is one of the special uses specifically listed in the zoning ordinance;	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met Vote 6-0
(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;	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met Vote 6-0
(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;	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met Vote 6-0
(D) It does not interfere with or diminish the value of property in the neighborhood;	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met Vote 6-0
(E) It can be adequately served by public facilities and services	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met Vote 6-0

(F) It does not cause undue traffic congestion;	<u> X </u> Met <u> </u> Not Met Vote 6-0
(G) It preserves significant historical and architectural resources;	<u> </u> Met <u> </u> Not Met NA
(H) It preserves significant natural and environmental features; and	<u> </u> Met <u> </u> Not Met NA
(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.	<u> X </u> Met <u> </u> Not Met 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 with conditions:

 X approval with conditions:

1. Hours of operation shall not exceed 6:00am – 10:00pm on any Monday through Friday.
2. Employees must park offsite in the parking lot on the southwest corner of Dempster Street and Hartrey Avenue during the hours of operation.
3. The Applicant shall install signage indicating where the on-site parking spaces are located on the Subject Property.
4. The Applicant shall install twelve (12) bicycle parking spaces on the Subject Property.
5. The Applicant shall make all parking lot improvements and complete all sealcoating and striping prior to opening.
6. The Applicant shall install School Zone signage.
7. There must not be on-street drop-off of students from passenger vehicles.
8. Substantial compliance with the documents and testimony on record.

Attending:

 X Mary Beth Berns

 X Myrna Arevalo

 Scott Gingold

Vote:

Aye *No*

 X

 X

<u> X </u>	Violetta Cullen	<u> X </u>	<u> </u>
<u> X </u>	Lisa Dziekan	<u> X </u>	<u> </u>
<u> X </u>	Mary McAuley	<u> X </u>	<u> </u>
<u> X </u>	Kiril Mirintchev	<u> X </u>	<u> </u>