

EQUITY AND EMPOWERMENT COMMISSION
Evanston Township High School
1600 Dodge Ave, Room S310 Evanston, IL
(Parking in the rear parking lot)
6:30 p.m.

AGENDA

1. Call to Order, Declaration of a quorum
2. Public Comment
3. Approval of Meeting Minutes of May 24, 2018
4. Students Organized Against Racism (S.O.A.R.), Corey Winchester
5. Commission Next Action Steps
 - a. Discussion of racial equity framework
<https://www.usich.gov/news/system-change-addressing-racial-disparity-by-putting-theory-in-practice>
6. City of Evanston Priority-Based Budget Update
7. Discussion of November & December meeting dates
 - a. November – No meeting Thanksgiving
 - b. December – Proposal to move December 29th meeting to Thursday, December 20th
8. Sharing: Events, developments, announcements, community opportunities
9. Adjournment

Next meeting:
Thursday, July 28, 2018
6:30-8:00 p.m.
Host: Connections for the Homeless
Hilda's Place
1458 Chicago Avenue, Evanston, IL

**DRAFT -
NOT APPROVED**

**Equity and Empowerment Commission Meeting
Minutes of May 24, 2018
Center for Independent Futures, 1015 Davis St.
6:30 p.m.**

MEMBERS PRESENT: Jane Grover, Delores Holmes Julie Corbier de Lara, Monte Dillard, Kathy Lyons, Mario Vela, Alejandra Ibanez, Ald. Melissa Wynne (arrived 6:58 pm)

MEMBERS ABSENT: Timothy Eberhart

STAFF PRESENT: Assistant City Attorney Mario Treto, Jr., Janella Hardin

OTHERS PRESENT: Daily Northwestern, League of Women Voters, Center for Independent Futures, Patrick Hughes

I. CALL TO ORDER: JANE GROVER, CHAIR

A quorum being present, Chair Jane Grover called the meeting to order at 6:41pm.

II. PUBLIC COMMENT

No public comment

III. APPROVAL OF THE MINUTES OF THE APRIL 26, 2018 MEETING

Delores Holmes moved to recommend approval of the Minutes of the April 26, 2018 Equity and Empowerment Commission Meeting, seconded by Jane Grover. A voice vote was taken. **Motion passed unanimously.**

IV. MUNICIPAL ETHICS – ASSISTANT CITY ATTORNEY MARIO TRETO JR.

Assistant City Attorney Mario Treto Jr. presented an overview of how to be compliant with the City of Evanston Ethics Ordinance including:

- The duty to address potential conflicts of interest;
- The duty to use public resources responsibly; and
- The duty to avoid even the appearance of impropriety.

He discussed the use of City resources, conflicts of interest, acceptance of gifts, prohibited political activities and the financial disclosure statement. He noted that gifts can be donated to charity if an official feels it is improper.

V. CENTER FOR INDEPENDENT FUTURES

Ann Sickon, Executive Director of the Center for Independent Futures, discussed the mission of the organization to provide support for people with disabilities. She noted a partnership with Evanston Township High School transition services to help graduates with employment and integration into the community.

Ira Mitchell, Co-Chair of Center for Independent Futures Board of Directors, discussed the vision that all individuals with a disability have an opportunity for a full life. The organization supports both individuals and their families.

Community Member Lindsay Tonyan explained how the Center for Independent Futures has helped her to live and work independently.

VI. CITY OF EVANSTON BUDGET

Chair Grover distributed copies of the priority-based budgeting survey, scoring guidelines and program descriptions. The City is facing a \$3 million budget deficit for 2019. The survey lists 46 programs and services provided by the City and the purpose of the survey is to better align spending with community priorities. The survey will be open until June 7th and responses will be presented at the June 18, 2018 City Council meeting along with next steps.

Chair Grover explained the process of choosing the programs listed according to the scoring guidelines which included whether the service is mandated by the federal or state government, cost recovery of the program, change in demand for the service, reliance on City to provide the service and the portion of the community served by the program. The equity lens was also applied to the survey.

Questions from the Commissioners: What is the plan for community engagement? Is there a budget calendar? Are other surveys or priorities integrated into the priority-based budgeting survey (E-PLAN survey)?

VII. ANNOUNCEMENTS

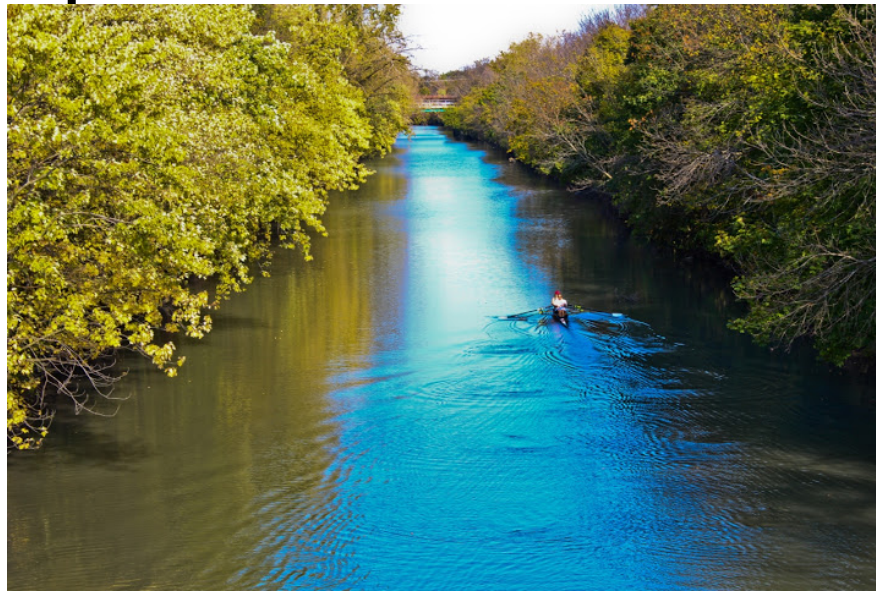
Chair Grover reminded the Commissioners to watch the June 18th City Council meeting discussion on the budget survey.

VIII. ADJOURNMENT

Motion to adjourn made by Ald. Wynne and seconded by Jane Grover. The Committee voted unanimously to adjourn at 8:21 p.m.

EVANSTON

2019 Budget Update



Wally Bobkiewicz, City Manager
Ashley King, Budget and Finance Manager

June 18, 2018

AGENDA

- Update on 2019 Budget Projections:
 - General Fund
 - Other Funds
- 2019 Priority-Based Budgeting Survey Results
- Next Steps

GENERAL FUND

2018 General Fund Expense Budget	\$ 114,237,796
Assume a 10 year average of wage increases (all unions are up for negotiations on 1/1/2019 so this number can swing significantly)	\$ 1,844,458
IMRF preliminary rate is a decrease of 3.18% due to above anticipated investment income in 2017	\$ (787,863)
Preliminary health insurance rates projected at a weighted 5% increase	\$ 449,581
Increase to the debt service fund to correspond with paying off the final year of the Early Retirement Incentive Bonds	\$ 45,113
Transfer to Fleet Maintenance increase corresponding with projected wage increases	\$ 56,564
Decrease in the transfer to the Solid Waste Fund	\$ (350,000)
1.5% increase in non-personnel costs (5 year average)	\$ 334,581
2019 Preliminary General Fund Expense Budget	\$ 115,830,230

GENERAL FUND

Major Revenue Changes for 2019:

- Basic and Home Rule sales tax - (780,000)
- Electric and natural gas utility taxes – (438,000)
- Transportation Network Provider Tax – 200,000
- From Washington-National TIF – (550,000)

2019 Preliminary General Fund Revenue Budget	\$ 112,973,000
2019 Preliminary General Fund Expense Budget	\$ 115,830,230
2019 Preliminary Deficit	\$ (2,857,230)

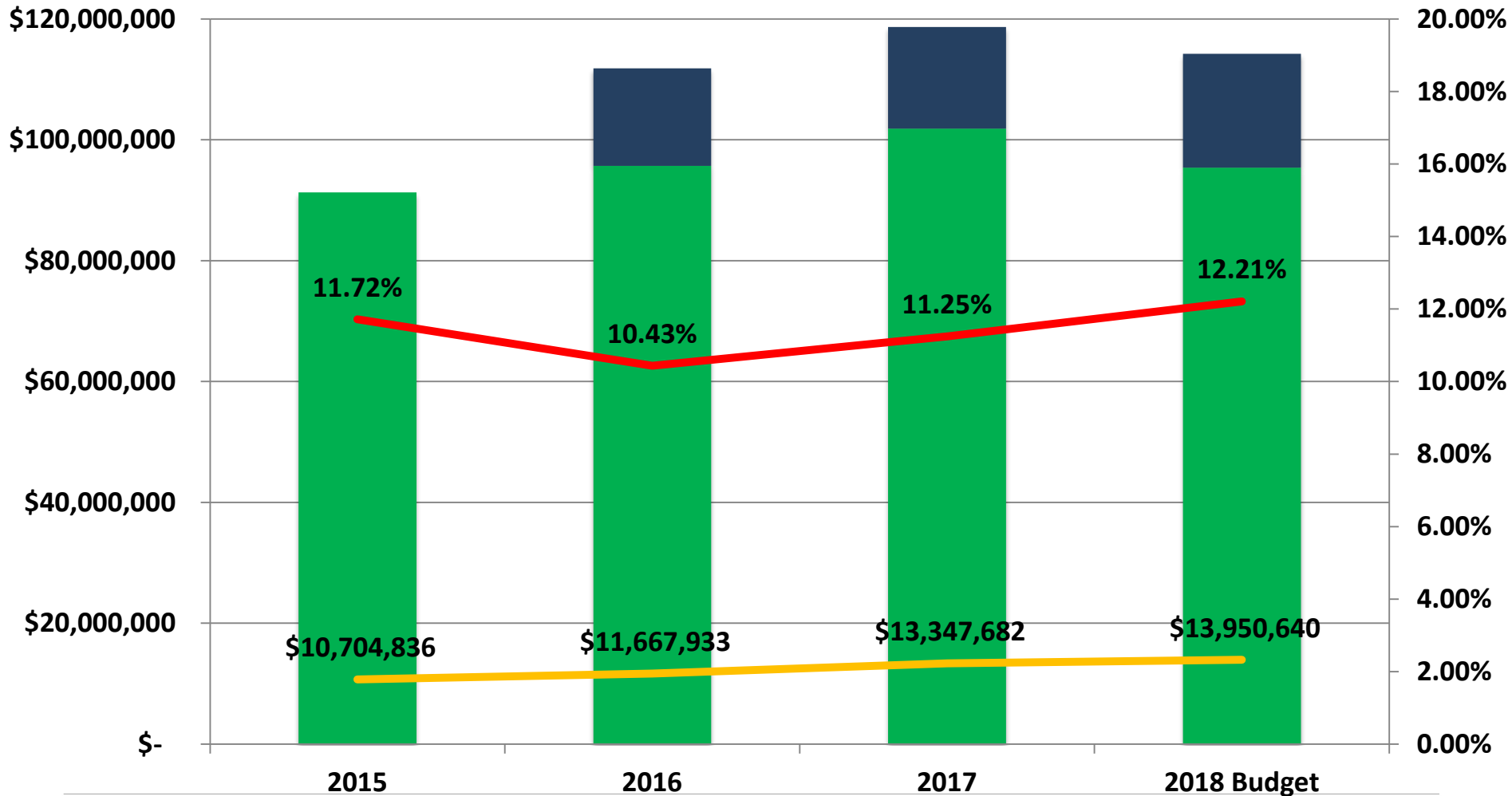
GENERAL FUND

General Fund Reserves

General Fund fund balance	
2017 Ending Fund Balance (Audited)	\$ 13,347,682
2018 Budgeted Surplus	\$ 602,958
2018 Ending Fund Balance	\$ 13,950,640
2018 Expense Budget	\$ 114,237,796
16.6% Reserve Goal	\$ 18,963,474
SHORTAGE	\$ 5,012,834
Annual Contribution to Shortage (3 years)	\$ 1,670,945

GENERAL FUND

■ General Fund Expenses
 ■ General Fund Pension Transfers
 — Reserve Amount
 — Reserve % of whole



OTHER FUNDS

- **Capital Fund and Debt Service**
 - Continued \$9M annual bonds for capital
 - Current unabated capital debt - \$109M
 - Current annual debt service = \$12.5M

- **Crown Project – Annual Debt Service**

	2018	2019	2020	2021	2022 & Beyond
2018 Bonds	319,867	1,010,105	1,010,105	1,010,105	1,600,000
2019 Bonds	-	296,683	936,895	936,895	1,400,000
Total Expenses	319,867	1,306,788	1,947,000	1,947,000	3,000,000

OTHER FUNDS

- Insurance Fund
 - With current trends, anticipate cash balances to be negative by 2020
 - Increased funding would mean additional costs to all of the City's other funds
- Solid Waste Fund
 - Plan to bring to positive fund balance by end of 2020 with property tax increases, ending of General Fund transfer
- Police and Fire Pension Funds
 - Funded Percentage as of 12/31/2017:
Fire: 46%; Police 52%

PBB SURVEY RESULTS

- Available online from May 10-June 7, 2018; paper copies available at community centers and library branches
- Total submitted: 3,304
2,852 online, 452 in paper
- Full results and summary included as attachments in City Council packet
- Separate employee survey also conducted – results in packet

PBB SURVEY RESULTS

Resident Survey - Please select the 10 programs that you believe to be the most important for the City to provide.

1. Mental Health Board – 63%
2. Youth and Young Adult Services - 60%
3. Summer Food Program/Child Nutrition/Congregate Meal Program - 57%
4. Social Services (Victim Advocacy) - 57%
5. Mayor’s Summer Youth Employment Program - 49%
6. School Crossing Guards - 47%
7. Special Recreation Programs - 35%
8. Community Health - 34%
9. Animal Control - 33%
10. M/W/EBE & Local Employment Program - 30%

PBB SURVEY RESULTS

Resident Survey - Please select the 10 programs that you believe the City should consider for reduction/elimination.

1. Divvy Bikes - 54%
2. Vacation Rental Permit and Administration - 51%
3. Storefront Modernization Program - 46%
4. Revenue and Collections – Passport services - 36%
5. Public Art Installation Support - 34%
6. Sign Permits and Inspection Services - 33%
7. Boards, Commissions, and Committee Administration - 33%
8. Community Arts Administration - 29%
9. Special Assessment Alley Improvements - 27%
10. Annual Dredging for Boat Launch and Harbor - 26%

PBB SURVEY RESULTS

What are your top three priorities for the City?



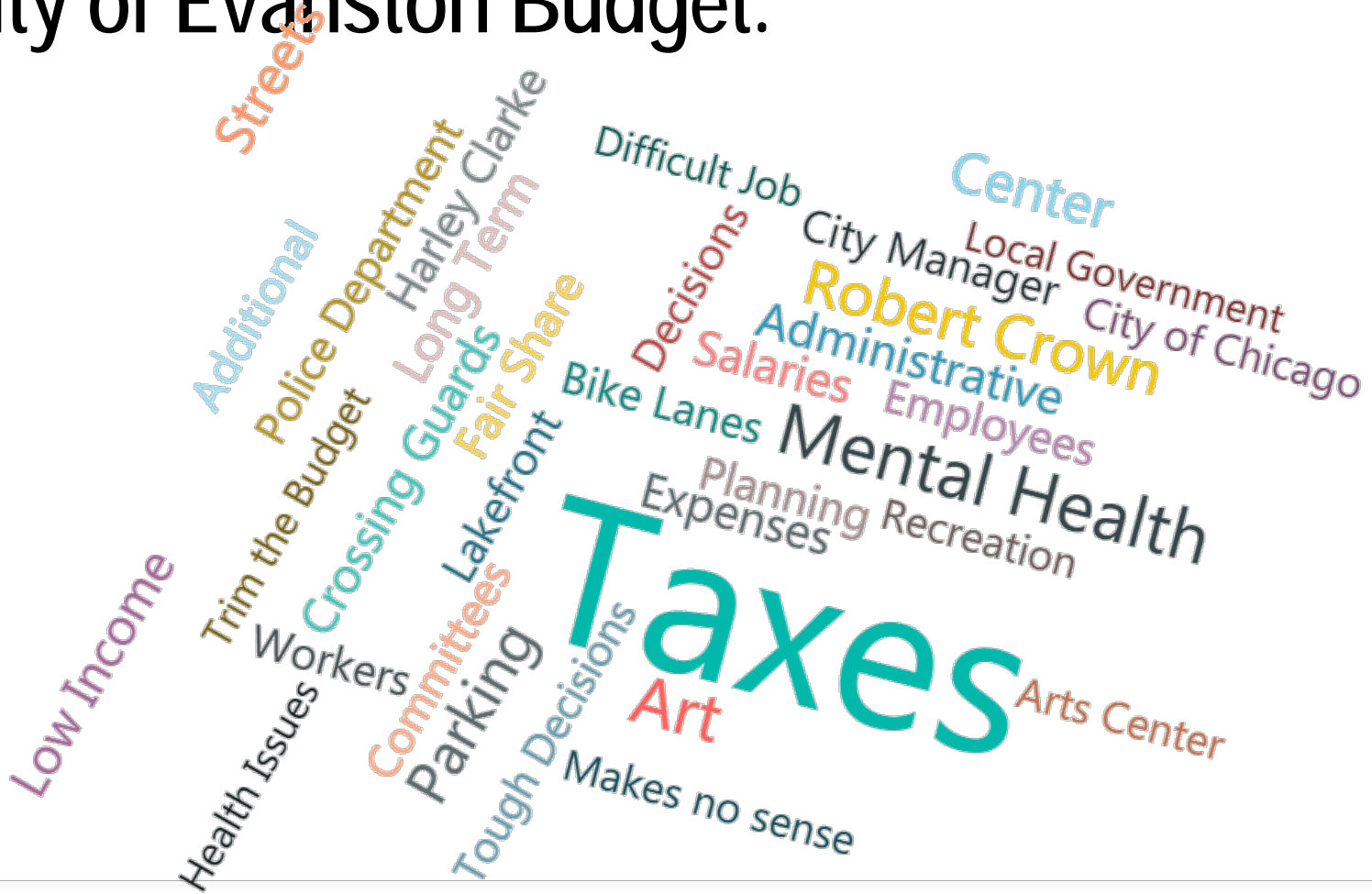
PBB SURVEY RESULTS

What are areas where you recommend the City look to find savings?



PBB SURVEY RESULTS

Please share any additional ideas for the 2019 City of Evanston Budget.



PBB SURVEY RESULTS

- Demographics
 - Of 3304 survey responses, 2992 or 90% gave their ward of residence.

Ward 6 - Ald. Thomas M. Suffredin	15.11%	452
Ward 7 - Ald. Eleanor Revelle	12.73%	381
Ward 9 - Ald. Cicely L. Fleming	11.70%	350
Ward 3 - Ald. Melissa A. Wynne	11.53%	345
Ward 2 - Ald. Peter Braithwaite	10.26%	307
Ward 4 - Ald. Donald N. Wilson	9.69%	290
Ward 5 - Ald. Robin Rue Simmons	9.09%	272
Ward 1 - Ald. Judy Fiske	7.99%	239
Ward 8 - Ald. Ann Rainey	7.19%	215

PBB SURVEY RESULTS

Demographics

- *Gender* - 48.5% female, 25.9% male, 25.6% preferred not to answer.
- *Age* - 5% Age 30 or younger, 32% Ages 31-50, 28% Ages 51-70, and 9% Age 71 or older. 26% preferred not to answer.
- *Race* - 50% White/Caucasian, 8.5% Black/African American, 1.8% Hispanic/Latino, 3.5% other options. 36.2% preferred not to answer

NEXT STEPS

Programs for further study

City Manager's Office/Law Department	Administrative Services
Vacation Rental Permit	City-wide Human Resource Training
Tax Assessment Advocacy	Facilities Maintenance - all services
Administrative Adjudication	Fleet Services
Revenue and Collections	School Crossing Guards
Community Arts Administration/Public Art Installation support	Parking districts and lots - fees and enforcement
MWEBE/LEP	Payroll
Membership dues and subscriptions	City Employee cell phone stipends
City-wide Training and Travel	Benefits Administration
Fire Department	Night/weekend facilities usage
Specialized Rescue Operations	Police Department
Community Engagement/Outreach	Citizen Police Academy
Fire Suppression	Patrol and Administration

NEXT STEPS

Programs for further study

Community Development	Health and Human Services Department
Divvy Bikes	Property Maintenance
Storefront Modernization Grants	Public Works Agency
Planning and Zoning Division review	Best practice tree maintenance and replacement
Contractor Licensing, Business Licensing, Sign permits	Streetlight, traffic signal, and sign maintenance and repairs
Parks, Recreation, and Community Services	Tree Preservation Permit
City-Sponsored Special Events	Special Refuse Pickups
Special Recreation	Twice annual bulk pickups
Gibbs-Morrison Cultural Center	Special Event support
Noyes Cultural Arts Center	Leaf pickup
Fleetwood-Jourdain Theater	ROW permits
Athletic programming	Merrick Rose Garden
Beaches and boat facilities; Annual dredging for boat launch and harbor	Permits for Block Parties, Moving Vans, and Dumpsters

NEXT STEPS

Comprehensive Review of Social Services:

- To be conducted by interdepartmental committee – Human Services Working Group
- Comprised of staff from Library, PRCS, Health, Community Development, Police, and City Manager’s Office
- Will return to City Council in September to report findings

NEXT STEPS

Equity Lens:

- Review of social services will include equity review
- Equity data assessment will identify gaps and look at steps required to close those gaps
- Draft of tool to be used for equity assessment is included in Council packet

NEXT STEPS

- Further in-person outreach on budget process to populations underrepresented in the survey results to be planned for August and September
- Next update at Council will be on July 30
- Further online engagement and public outreach after release of City Manager's Proposed Budget in October

NEXT STEPS

Ideas for Revenue enhancement:

- Real estate transfer stamps to \$7 - \$1,400,000
- Home rule sales tax 0.25% - \$1,500,000
- Eliminate first hour free at City garages - \$195,000
- Food and beverage tax - \$175,000
- Transportation network tax to \$0.40 - \$300,000
- Wheel tax increase to \$95 – \$500,000
- Hotel tax increase 0.5% - \$115,000

NEXT STEPS

Ideas for Revenue enhancement:

- Install parking meters along the lakefront and surface lots
- Implement Red Light Cameras
- Increase hourly parking deck fees & put in automatic escalation
- Increase Sherman Ave. Garage monthly permit fee
- Increase parking meter hourly fee
- Increase surface parking lot monthly permit fee
- Explore potential sale of Maple Ave Parking Garage
- Elimination of free Sunday parking in meters & garages
- Increase boat rack & launch fees
- Increase Athletic Tax from 12% to 13%

NEXT STEPS

- **2019 Budget Calendar**

Monday, July 30, 2018	7PM	PBB Update Mid-Year 2018 Budget Review
September		Continued face to face outreach & engagement
Monday, September 17, 2018	7PM	Human Services Program Review Presentation
Friday October 5, 2018	5PM	Proposed 2019 Budget to City Council Online outreach tool open to the public
Monday, October 15, 2018	7PM	2019 Budget Discussion
Monday, October 22, 2018	7PM*	2019 Budget Discussion
Saturday, October 27, 2018	9AM - 1PM	Special City Council meeting Public Hearing-- Truth in Taxation Public Hearing-- FY 2019 Proposed Budget Preliminary Tax Levy Estimate
Monday, November 12, 2018	7PM	2019 Budget Discussion (if needed)
Monday, November 19, 2018	7PM*	2019 Budget & 2018 Tax Levy Adoption

QUESTIONS?



2019 PRIORITY BASED BUDGET EQUITY ASSESSMENT TOOL

Equity means equal access to opportunities and equal benefits for all people regardless of race/ethnicity, sex, physical or mental disability, sexual orientation, gender identity, age, immigrant status, veteran status, language and/or socio-economic status.

Budgets are often places where there are hidden barriers to equitable programs, projects and services. This Budget Equity Assessment tool is designed to identify how any **potential** proposed budget reductions or cuts may negatively impact historically represented or economically disadvantaged residents or geographical areas.

Division/Department	
Date	
Program/Service	

Goal/Purpose of this program/service?		
What community needs or barriers are addressed by this program/service?		
Targeted population(s) of this program? <i>(check all that apply)</i>		Percentage served
<input type="checkbox"/>	African Americans	
<input type="checkbox"/>	Latinx	
<input type="checkbox"/>	Youth	
<input type="checkbox"/>	Persons with Disabilities	
<input type="checkbox"/>	Immigrants/Refugees	
<input type="checkbox"/>	Persons with Low Income	
<input type="checkbox"/>	Undocumented residents	
<input type="checkbox"/>	Victims of violence	

<input type="checkbox"/>	Seniors	
<input type="checkbox"/>	Homeless	
<input type="checkbox"/>	Other(s) please describe	

Will there be impacts on :

<input type="checkbox"/>	Racial equity <i>(If so please describe)</i>
<input type="checkbox"/>	Workforce equity <i>(If so provide demographics of staff that would be impacted)</i>

Would the reduction or elimination of this program/service negatively impact any specific Wards? If yes, which Ward	
<input type="checkbox"/>	Yes Ward(s)
	Please provide Ward demographics.
<input type="checkbox"/>	No

Would the reduction or elimination of this program/service impact other programs/services?

What do you know about existing inequities that this budget cut should take into consideration?

Can/Is this service provided by another department or community organization
