



## **EQUITY AND EMPOWERMENT COMMISSION**

**Thursday, July 18, 2019, 6:30 to 8 p.m.**  
Lorraine H. Morton Civic Center  
2100 Ridge Avenue, Evanston, Parasol Room

### **AGENDA**

1. **Call to Order/Declaration of a Quorum**
  - a. Welcome Commissioner Max Weinberg
2. **Approval of meeting minutes of June 20, 2019**
3. **Public comment**
4. **For Discussion**
  - a. CARP Policy Engagement – Kumar Jensen, Chief Sustainability and Resilience Officer
  - b. “Solutions Only” Subcommittee report:
    - i. Repair recommendations
  - c. Reconciliation initiative
  - d. Vice-Chair election
  - e. Commission work plan for upcoming months
5. **Reports**
  - a. Staff
    - i. Language Access Policy Update
  - b. Commissioners
6. **Adjournment**

**Next meeting:**  
**Thursday, August 15, 2019**  
6:30 to 8:00 p.m.  
**Lorraine H. Morton Civic Center**  
**2100 Ridge Avenue, Evanston**  
**Room 2402**

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City of  
**Evanston™**  
**EQUITY AND EMPOWERMENT COMMISSION**

**Thursday, June 20, 2019, 6:30 to 8 p.m.**  
Lorraine H. Morton Civic Center  
2100 Ridge Avenue, Evanston, Room 2402

**Members Present:** D. Holmes, M. Wynne, A. Ibañez, T. Eberhart, J. Grover, K. Lyons, J. Corbier de Lara, M. Dillard (7:25 p.m. arrival)

**Staff Present:** P. Efiom, P. Martínez

**AGENDA**

1. **Call to Order/Declaration of a Quorum**  
Chair Grover called meeting to order at 6:36 p.m.

2. **Approval of meeting minutes of May 16, 2019**  
Approved 7-0

3. **Public comment**

Ms. Doreen Price said she was happy with the work being done by the Equity and Empowerment Commission.

Ms. Tina Payton spoke about gentrification in the 5<sup>th</sup> Ward, and asked the Commission to help with financial resources to community members who offer affordable housing.

Ms. Betty Sue Esther said she is still trying to figure out what the mission of the Commission is. She also spoke about gentrification of the 5<sup>th</sup> Ward. Ms. Esther said the Commission needs to talk to 5<sup>th</sup> Ward residents to understand their needs, and become familiar with the West End Plan.

Mr. Corlis Sutton spoke about discrimination and redlining in Evanston. He also spoke about reparations, and the needs to take action instead of following rhetoric.

Ms. Sanina Ellison-Jones, from Dearborn Realtors Board, spoke about her organization's mission.

Mr. Courtney Jones, President of Dearborn Realtors Board, spoke about the work and programs of his organization. They provide financial literacy programs, connect clients with organizations who can help them achieve their financial goals.

Ms. Eileen Heineman, from the YWCA, thanked the Commission and Ald. Fleming for their work on equity. She said the YWCA Equity Institute is ready to be a resource for the City. Ms. Heineman also said the City needs more than a "sorry" and get to work towards equity.

Mr. Bobby Burns spoke the “Commitment to End Structural Racism and Achieve Racial Equity Resolution,” and asked about the City’s relationship with GARE. He said he is concerned about the training staff receives to change their “hearts and feelings,” because staff leaves; he argued the City needs to do work to operationalize equity.

4. **For Discussion**

a. CARP Policy Engagement – Kumar Jensen, Chief Sustainability and Resilience Officer

Mr. Kumar Jensen, Chief Sustainability and Resiliency Officer, explained he wanted to explain how the Climate Action and Resiliency Plan (CARP) was thinking about the public process for the plan, and the policy development process to receive input.

CARP is Evanston’s plan to reduce its climate impact. It has 14 focus areas, 133 actions, and over 40 policies. Some of the focus areas include zero waste, municipal operations, and building efficiency.

The policy package was designed by staff, modeled as an omnibus. The plan will follow a two-year process. The first year will be a pilot process, broken down in three (3) phases: to educate and solicit input, reflect back, and then do policy development.

The next steps are for the Equity and Empowerment Commission to review the proposal and provide feedback at the next meeting, to then present the results to the Human Services Committee.

b. Evanston’s Environmental Justice Resolution – Timothy Eberhart

Comm. Eberhart presented a proposal for an environmental justice ordinance, brought forward by the Environmental Justice Evanston (EJE).

Mr. Rick Nelson introduced himself and explained he is seeking feedback for the resolution, and hoped the Commission will support the resolution when it goes to City Council.

EJE is a committee from the Citizens for a Greener Evanston. They want to ensure that all Evanston communities are treated with respect when it comes to the environment.

Ms. Jeri Garland said the ordinance includes a declaration of environmental justice and public engagement policy. The ordinance calls for fair and meaningful engagement with minority and low-income communities, who will be the most impacted by climate change. The group hopes the City Council will adopt the resolution and eventually become an ordinance.

Comm. Eberhart said there is a need for an ordinance to take environmental justice into account. He encouraged the Commission to endorse it.

Ald. Wynne said the resolution makes sense, but wanted to know more about Kumar’s level of involvement in this resolution. Comm. Eberhart he has worked with Kumar in the last two years to help frame it. Ald. Wynne said she has concerns; the group needs to work with Community Development staff, as they

are the department that deals with developments, specifically with zoning. She said that a lot of the concerns addressed in the resolution are already addressed by the City, and the group would benefit from talking to Community Development staff to identify the real gaps in the development process. Ald. Wynne noted the resolution is too general.

Comm. Eberhart said the group has already worked with City staff and Ald. Revelle to make sure they were addressing the gaps.

Ms. Garland said what they are looking for feedback, and wanted to be very conceptual at this point, because they understand there are processes the City conducts. She also said they are in the process of meeting with individual aldermen to make sure they understand the ordinance.

Ald. Wynne reiterated her recommendation to talk to Community Development staff and continue conversations with Kumar Jensen to make sure the resolution reflects the work and needs already in place.

Comm. Corbier de Lara asked the group to consider access to the disabled when they address quality of life.

Ms. Janet Alexander Davis, 5<sup>th</sup> Ward resident, thanked Ald. Wynne for her feedback. She said the group tried to talk to staff, but did not always receive a response. She also said there are information inequities.

Comm. Holmes recommended that Mr. Jensen takes the lead on getting all appropriate departments together to work on the resolution.

Comm. Dillard agreed there are information inequities.

Comm. Ibañez said she hoped that the community engagement policy she and Comm. Holmes drafted gets pushed so that staff can work with it.

Comm. Grover said the City needs an community engagement plan.

**Comm. Grover moved to recommended that City staff work with EJE to develop a resolution. Ald. Wynne seconded. Motion carried unanimously.**

- c. "Solutions Only" Policy for reparations for the west end of the 5<sup>th</sup> Ward  
Alderman Robin Rue Simmons

Ald. Rue Simmons introduced Baxter Swilley. Mr. Swilley spoke about the institution of slavery. He spoke of his work his work with the City of Chicago; he explained he worked to allocate funds to investigate if companies the City of Chicago does business with did work that supported slavery.

Mr. Swilley said we need to be intentional about reparations at a national level. He said we should work to bring a special master to oversee the process to give back the money from inflated property taxes, as an example of work that can be done at a local level.

Ald. Rue Simmons said she wants to focus on actionable policy that brings reparations to the community. She said Evanston has 100 resolutions and proclamations that speak to equality and diversity, yet the wealth gap persists.

Graduated income tax, real estate sales from the City's assets can be allocated to a fund to the solutions.

Ald. Rue Simmons said has reached out to institutions such as Metropolitan Planning Council, and the Dearborn Realtors to assist with the work. She expressed she wants the Commission to designate a subgroup to work on creative solutions that would put funding and programs forth for reparations.

Comm. Holmes, Comm. Dillard, Comm. Ibañez, and Chair Grover volunteered to be in the subcommittee.

A member of the public commented that he would like to see something address the spiritual and mental aspect of the issue.

Comm. Dillard said reparations is more than just giving "money" to people, but directing financial resources to address the mental issues slavery caused.

d. **Commitment to End Structural Racism and Achieve Racial Equity Resolution**  
Alderman Cecily Fleming

Ald. Fleming said the goal of the resolution is for City Council to commit to the goal of equity. She said she is interested in making sure the City addresses issues that do harm to the community.

Ald. Fleming said that she recommended joining GARE because they are the oldest organization doing equity work with government agencies. She said the membership is \$1,000, and that she is interested in the technical resources it can provide the City.

Ald. Fleming asked what has been done to operationalize equity so far. Dr. Efiom said equity advocates (staff) are working on internal processes. The equity framework from the Commission is on hold to make sure it aligns with the recommendations from the social services review.

**The subcommittee working on reparations solutions will work on Ald. Fleming's request to operationalize equity in August.**

Comm. Cornier de Lara noted that the resolution did not include people with disabilities, which she requested twice to have the language included.

5. **Reports**

a. **Staff**

i. **Language Access Policy Update**

Paulina Martínez reported that a survey for employees to report their current processes to handle cases of community members with limited English abilities, and had over 100 responses. She also reported she has met with some community members to capture qualitative data.

The Commission asked Ms. Martínez to provide an update at the next meeting.

b. **Commissioners**

Comm. Ibañez said she is putting together a petition asking the City to refrain from using any equipment or vehicles that belong on DHS, as it causes fear and anxiety for community members, especially vulnerable populations.

City Manager, Wally Bobkiewicz clarified the trailer belongs to Cook County and that the department who owns the vehicle used as Custer Fair really works on emergency preparedness, not immigration issues.

6. **Items for communication**

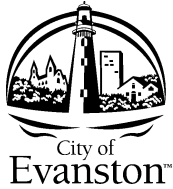
7. **Adjournment**

Meeting adjourned at 9:32 p.m.

Respectfully submitted,

Paulina Martínez

DRAFT



# Memorandum

To: Members of the Equity and Empowerment Commission

From: Kumar Jensen, Chief Sustainability and Resilience Officer  
Dr. Patricia Efiom, Chief Equity Officer

Subject: CARP Policy Package and Policy Engagement Approach

Date: June 12, 2019

## Recommended Action

Staff recommends the Equity & Empowerment Commission review the attached Policy Package and Policy Engagement Approach and provide feedback to staff on both during the June and July meetings of the Commission.

## Background

In December, 2018 the City Council unanimously adopted the Climate Action and Resilience Plan (CARP). In March, 2019, staff [presented](#) (p.64) a two-year administrative implementation strategy to guide primary staff-led activities within CARP. At that meeting staff indicated they would bring a policy strategy for review within a few months, the attachments to this memo are that policy strategy.

## Summary

The CARP Policy Package and Policy Engagement Approach are proposals by City staff on how to begin developing the roughly 40 individual policies recommended within CARP. Both items are attached and staff seek feedback from the Commission on each document but also on the approach as a whole. This approach will serve as a template moving forward.

**Policy Packages:** To develop the CARP Policy Package staff identified and grouped similar policies together into “policy packages” because choosing similar content policies initially will decrease the number of sections of the City Code that will need to be reviewed and revised at one time. Additionally, it will provide a specific focus for community stakeholders to engage around, rather than moving three of four separate content areas forward simultaneously which could cause confusion and strain City and community bandwidth. Staff proposes a two-year strategy, a similar horizon to the City Council Goals and the CARP Administrative Implementation Strategy. In future years staff will align the policy development process with the City’s budget cycle, City Council’s goal development process and the CARP Implementation Strategy to ensure better communication between those processes.

**Policy Engagement Approach:** As indicated in CARP the implementation of the plan must follow the identified Guiding Principles to ensure policies and programs of CARP are Equity-Centered, Outcome-Focused and Cost-Effective and Affordable. In order to ensure that those most impacted by the proposed policies are adequately notified, informed and invited to participate and collaborate in developing these policies staff have draft an initial Engagement Approach that will be deployed to develop the policies laid out in the Year 1 Policy Package. The attached Approach is designed to be replicated, with any feedback or requested changes, in future years. Staff believes providing this structure in advance will enhance transparency in the policy development process.

**Year 1 Package – Waste Reduction** - Focus on policies that reduce waste and material generation and align with the CARP’s goal of 50% diversion by 2025, up from 22% in 2017. Waste related projects should be focused on immediately because the City will be issuing an RFP for its commercial solid waste franchise in late 2019 with a new contract towards the end of 2020. In addition there is a lot of community activity around reducing waste that should be recognized and supported. Primary Departments impacted: Office of Sustainability, Community Development, Health and Human Services, Public Works and Administrative Services.

**Year 2 Package – Municipal Operations & Buildings** - The Year 2 Package should be split into two pieces, Municipal Operations and Buildings. Municipal Operations because City staff needs additional formal guidance on how to better achieve the goals outlined in CARP for municipal operations. Buildings account for 80% of Evanston’s overall greenhouse gas emissions and CARP has two very aggressive goals that need swift attention and action, 25% reduction in energy consumption by 2025 and 100% renewable electricity community-wide by 2030. All of the policies in the 2020 Package would be “assigned” to relevant committees in 2019 to allow them to begin working on them with anticipated introduction to City Council taking place sometime in 2020. Primary Departments impacted: Community Development, Health and Human Services, Public Works and Administrative Services.

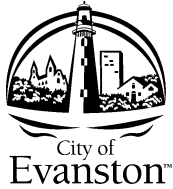
Staff would like to bring the Two-Year Policy Package and the CARP Policy Engagement Approach to Human Services for discussion in August, 2019.

Attachments:

CARP Policy Package

CARP Policy Engagement Approach





# Memorandum

To: Members of the Equity and Empowerment Commission

From: Kumar Jensen, Chief Sustainability and Resilience Officer

Subject: CARP Policy Package and Policy Engagement Approach

Date: July 15, 2019

## Recommended Action

Staff recommends the Equity and Empowerment Commission review the attached Policy Package and Policy Engagement Approach, provide feedback to staff on both and entertain a motion to support the approaches when brought to Human Services in August, 2019.

## Background

In December, 2018 the City Council unanimously adopted the Climate Action and Resilience Plan (CARP). In March, 2019, staff [presented](#) (p.64) a two-year administrative implementation strategy to guide primary staff-led activities within CARP. At that meeting staff indicated they would bring a policy strategy for review within a few months, the attachments to this memo are that policy strategy.

## Summary

The CARP Policy Package and Policy Engagement Approach are proposals by City staff on how to begin developing the roughly 40 individual policies recommended within CARP. Both items are attached and staff seek feedback from the Commission on each document but also on the approach as a whole. This approach will serve as a template moving forward for future engagement processes. To date, the Environment Board voted to support the approach with some notable caveats and recommendations including: taking an iterative approach to developing outreach materials, expanding the list of community partners to include (specifically neighborhood organizations and block clubs), lengthening the engagement time frame, and ensuring that the content created is effective and communicated in a way that will reach more people than those who may already be interested in waste reduction topics.

**Policy Packages:** To develop the CARP Policy Package staff identified and grouped similar policies together into “policy packages” because choosing similar content policies initially will decrease the number of sections of the City Code that will need to be reviewed and revised at one time. Additionally, it will provide a specific focus for community stakeholders to engage around, rather than moving three of four separate

content areas forward simultaneously which could cause confusion and strain City and community bandwidth. Staff proposes a two-year strategy, a similar horizon to the City Council Goals and the CARP Administrative Implementation Strategy. In future years staff will align the policy development process with the City's budget cycle, City Council's goal development process and the CARP Implementation Strategy to ensure better communication between those processes.

**Policy Engagement Approach:** As indicated in CARP the implementation of the plan must follow the identified Guiding Principles to ensure policies and programs of CARP are Equity-Centered, Outcome-Focused and Cost-Effective and Affordable. In order to ensure that those most impacted by the proposed policies are adequately notified, informed and invited to participate and collaborate in developing these policies staff have drafted an initial Engagement Approach that will be deployed to develop the policies laid out in the Year 1 Policy Package. The attached Approach is designed to be replicated, with any feedback or requested changes, in future years. Staff believes providing this structure in advance will enhance transparency in the policy development process.

**Year 1 Package – Waste Reduction** - Focus on policies that reduce waste and material generation and align with the CARP's goal of 50% diversion by 2025, up from 22% in 2017. Waste related projects should be focused on immediately because the City will be issuing an RFP for its commercial solid waste franchise in late 2019 with a new contract towards the end of 2020. In addition there is a lot of community activity around reducing waste that should be recognized and supported. Primary Departments impacted: Office of Sustainability, Community Development, Health and Human Services, Public Works and Administrative Services.

**Year 2 Package – Municipal Operations & Buildings** - The Year 2 Package should be split into two pieces, Municipal Operations and Buildings. Municipal Operations because City staff needs additional formal guidance on how to better achieve the goals outlined in CARP for municipal operations. Buildings account for 80% of Evanston's overall greenhouse gas emissions and CARP has two very aggressive goals that need swift attention and action, 25% reduction in energy consumption by 2025 and 100% renewable electricity community-wide by 2030. All of the policies in the 2020 Package would be "assigned" to relevant committees in 2019 to allow them to begin working on them with anticipated introduction to City Council taking place sometime in 2020. Primary Departments impacted: Community Development, Health and Human Services, Public Works and Administrative Services.

Staff would like to bring the Two-Year Policy Package and the CARP Policy Engagement Approach to Human Services for discussion in August, 2019.

Attachments:

CARP Policy Package

CARP Policy Engagement Approach

## CARP Policy Package – Proposed Ordinance and Resolution Development Process

### The Process and Timeline:

It is important to note that the below framework is a staff proposal subject to discussion by the Human Services Committee and other BCCs, specifically this proposal is being shared with the Environment Board, Equity and Empowerment Commission and the Utilities Commission for feedback. Staff expect to make some revisions based on feedback and comment prior to bringing to Human Services in August, 2019. Please be aware that some policies are already being developed (environmental justice resolution and leaf blower ordinance) and therefore do not show up in the below packages. Just because a policy does not show up in this policy package does not mean it can not be explored, it will just not be prioritized from a staff perspective, unless directed by City Council, the Mayor or the City Manager. Below is a tentative timeline for this first Policy Package process. It is possible the process may be quicker or slower than what is being proposed.

Proposed Timeline							
Responsible Party	April-May – 2019	June-July – 2019	August - 2019	Sept-Dec – 2019	Jan – Feb -2020	March –April - 2020	May – 2020
<b>City Staff</b>	Identify policies best fit for process	Develop a draft policy engagement approach to accompany policy packages.		Deploy approved engagement approach with support from relevant BCCs.	Policies drafted by the Law Department and sent to relevant City Council Committees for Introduction.		<b>City Staff</b> present revised Year 2 policy package for City Council review and assignment to relevant BCCs
<b>City Council</b>			<b>Human Services</b> reviews and approves process. Sends the various policies to appropriate committees.			<b>City Council</b> readings and voting on the proposed policy package.	
<b>Boards, Committees and Commissions (BCCs)</b>		Environment Board, Equity and Empowerment Commission and Utilities Commission review policy package and engagement approach and provide feedback to staff.	<b>Each Committee</b> reviews its mission to ensure it has the authority and understands how to address policy assignments.	BCCs develop policies/content and support staff-led engagement approach.			

### Policy Package Tables

Table 1 includes the Year 1 and Year 2 Policy Packages and Table 2 includes the remaining explicitly identified policies in CARP that will not be assigned a year or Policy Package until after Year 1 is complete. The Policy Type is meant to distinguish between ordinances and resolutions. Assignment indicates the body (board, committee or commission) that would be responsible for working on/developing the indicated policy. Assignment Year references when staff recommend that City Council/Human Services should delegate the policy to begin development. There are numerous policies which should begin development in 2019 that will not be included in the Year 1 Package, which is because they may take longer to develop (ex. Energy code updates).

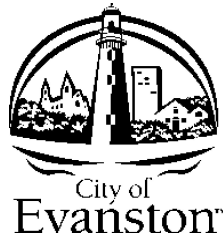
**Table 1. Policy Package**

Number	Policy	Policy Type	Assignment	Assignment Year
<b>Year 1 – Waste Reduction - Ordinances</b>				
3	Eliminate petroleum-based, single-use products through phasing out the use of single-use plastics by 2025. Require food service retailers to use biodegradable, compostable or recyclable packaging (per City of Evanston recycling specifications). Explore the feasibility of establishing a reusable takeout container service.	Ordinance	Environment Board	2019
4	Implement a plastic straw and stirrer-free or opt-in policy for businesses that provide food and/or beverage services, with appropriate options for people with disabilities.	Ordinance	Environment Board	2019
17	Require recycling at all properties. Adopt policies that provide all properties equal access to waste diversion services such as recycling and composting. Require that all properties make recycling receptacles clearly accessible to tenants, patrons and visitors. Facilitate, encourage and incentivize all properties to engage in a composting program.	Ordinance	Environment Board	2019
21	Combat food waste by requiring retailers and restaurants to donate, reduce, reuse, or compost their unsold food, creating “zero-waste sections” where products are sold close to their expiration dates, and designating “zero-waste coaches” to raise awareness among staff and help manage products reaching the end of their marketable life. Edible unsold products shall be donated. When not edible, organic waste shall be composted through a City-approved vendor.	Ordinance	Economic Development	2019
5	Update and revise the disposable plastic shopping bag ban to achieve its intended outcome	Ordinance	Environment Board	2019
<b>Year 2 – Municipal Operations - Resolutions</b>				
8	Develop a zero emissions vehicle purchasing strategy for the municipal vehicle fleet.	Resolution	A&PW	2019
12	Require that capital projects divert construction and demolition debris from the landfill and incorporate a percentage of reclaimed material into projects where practicable.	Resolution	A&PW	2019
1	Develop a Net Zero greenhouse gas emissions policy for new municipal buildings in 2019.	Resolution	Utilities Commission	2019
7	Update the Environmental Sustainability and Best Practices document to align with CARP goals.	Resolution	Staff	2019
<b>Year 2 – Buildings - Ordinances</b>				
9	Develop a strategy to transition to net-zero greenhouse gas emissions (NZE) building standards in 2019. Implement strategy via building code update effective starting in 2020.	Ordinance	DAPR	2019
15	Require NZE building codes for residential and commercial new construction and retrofits by 2030.	Ordinance	DAPR	2019
16	Reduce construction and demolition waste by ensuring that strong recycling and reuse requirements are met for all building-related permits. Require that all real estate developments that receive financial assistance from the City or special zoning approval adhere to a higher standard of recycling and reuse.	Ordinance	DAPR	2019
20	Revise or implement building codes that reduce threats to vulnerable wildlife species, particularly birds (migratory and local).	Ordinance	DAPR	2019

**Table 2. Policies for Future Packages**

Number	Policy/Action	Policy Type	Assignment	Assignment Year
13	Develop a definition of natural and open spaces in Evanston.	Resolution or Ordinance		

19	Commit to protect, conserve, and expand natural areas throughout the city such as Isabella Woods, Clark Street Beach Bird Sanctuary, the North Shore Channel, Perkins Woods, existing habitat, etc.	Resolution		
23	Update the energy and water benchmarking ordinance to gather information on renewable energy purchases, renewable energy on-site generation, energy efficiency upgrades, waste management data (recycling, composting) and other relevant information.	Ordinance		
31	Institute a residential energy performance transparency program to help homebuyers understand the energy performance of homes they are considering for purchase.	Ordinance		
29	Adopt an environmental justice ordinance, building on the work of Environmental Justice Evanston and the Equity and Empowerment Commission.	Ordinance or Resolution		In progress
10	Explore the feasibility of instituting a climate action tax/fee to be paid by the largest producers of GHGs to pay the costs of implementing the actions of the plan. Such funds could be used to create low-cost loans or small grants to encourage residential energy efficiency improvements, particularly for income-qualified residents.	Ordinance		
14	Align investment strategies and advocacy initiatives with CARP goals through a City Council-adopted resolution: a. Define and implement an approach to sustainable investing that considers the risks associated with climate change and fully integrates environmental, social and corporate governance considerations into the City's investment decision-making process. This investment philosophy should be adopted with a clear, thoughtful approach to considering the long-term environmental and social sustainability of the entities in which the City invests.	Resolution		
6	Phase out the use of gas- and propane-powered leaf blowers, lawn mowers and construction equipment; provide a timeline by which they need to be replaced with electric or battery-powered options.	Ordinance		In progress
18	Establish an expedited process through the City's zoning and building code for electric vehicle charging infrastructure.	Ordinance		
26	Providing incentives such as density bonuses or expedited review for development projects that have mixed-used zoning (residential, retail and office uses) and commit to sustainable transportation practices. For example, prioritizing access by pedestrians and bicyclists, providing electric vehicle charging stations and discounted transit passes, as well as fee-appropriate parking.	Resolution or Ordinance		
25	Through revision of the building code, ensure that developers undertaking new development or redevelopment projects adopt practices and include infrastructure that encourages trips by walking, bicycling and on transit.	Ordinance		
30	Prioritize replacing trees on public property and focus on maintaining tree health to increase longevity. Policies that will improve the overall health of the urban tree canopy include: Maintain a cyclical pruning process for public trees; Diversify tree planting selection to take into account anticipated future climate zone shifts due to a warming climate.	Resolution		
27	Adopt a tree preservation ordinance that requires obtaining a permit for tree removal on private property; include exceptions for diseased and nuisance trees; develop a fee structure that does not overburden income-constrained property owners.	Ordinance		
22	Include energy audits as part of the building permit approval process for residential, commercial and industrial modifications and additions.	Ordinance		
24	Adopt policies that require retro-commissioning for larger buildings and building energy audits for smaller buildings.	Ordinance		
28	Update plumbing codes to allow for non-potable water reuse for irrigation and other domestic uses.	Ordinance		
32	Reduce pesticide (insecticides and herbicides) and chemical fertilizer use community-wide through City policy and community education.	TBD		
33	Reduce vulnerability to flooding through provisions for locating mechanical and electrical equipment in above-ground building areas, and encourage alternative energy generation and energy storage systems.	Ordinance		
34	Establish a protocol for providing assistance to populations that may face financial strain caused by climate hazards, such as higher utility bills, and identify funding sources to support those populations.	TBD		



**EQUITY AND EMPOWERMENT COMMISSION**  
**Solutions Only subcommittee**

Addressing suggested actions/concerns from Thursday, July 11th  
Community Meeting on Local Reparations  
(Listed actions taken from meeting minutes)

- Affordable Housing
  - “In 2018, City Council established expanding affordable housing options in Evanston as one of its goals. Council has since moved several activities forward to further this goal. These activities include: establishing an Inclusionary Housing Ordinance (IHO) Subcommittee to revise the City’s IHO in order to incentivize more on-site affordable units and assess new funding streams for the Affordable Housing Fund; passing an amended version of the IHO ; allowing the rental of coach houses to non-family members; creating a Landlord Rehabilitation Assistance Program to assist landlords with repairs, establishing an intergovernmental agreement with Evanston Township High School for the Geometry in Construction program, and reviewing City code to allow for the creation of new accessory dwelling units and small lot housing.” (Taken from the City of Evanston Housing & Grants Division website).
- Focus on skilled trades for Black residents
  - The City of Evanston Minority/Women/Evanston-Based Enterprise program (**MWEBE**)
- Facade improvement for commercial buildings
  - Recent investment at Church/Dodge and Simpson
  - City of Evanston **Facade Improvement Grant** for commercial structures. Must obtain Design and Project Review approval. Economic Development office at Civic Center (2100 Ridge Ave).
- Improvements to Fleetwood-Jourdain Community Center
  - Share recent commitment
- Lakefront access → free beach tokens
  - **City of Evanston Recreation Division at the Civic Center** provides free beach tokens based on income level. Proof of income required.
  - **Evanston Public Library**, Main Library (1703 Orrington Ave) provides free 10-punch beach pass to teens ages 13-18 yrs. Proof of Evanston residency is required.
- Evanston Public Access television
  - **Evanston Access TV** is a publicly funded cable channel to empower individuals and groups in the community to produce programs by, for, and about the

community of Evanston. Provides equipment, airtime on Comcast Channel 6 (AT&T Channel 99), access to TV studio for producing. More information about registering on City of Evanston website

- Preservation of Foster School
  - **“Evanston Preservation Commission votes to make former Foster School building historic landmark.”** (July 16,2018). Wilson Chapman, The Daily Northwestern.
- Acquire the Foster School building
  - **“Group Makes Offer to Buy Foster School Building From Family Focus.”** (March 1, 2019). Jonah Meadow, Patch.
  - Article Excerpt: “EVANSTON, IL — The Family Focus board is considering an offer to purchase the former Foster School building, a local landmark with a significant role in the history of Evanston’s black community. A group of roughly 30 Evanstonians has made a \$700,000 offer to buy the building, Pioneer Press reported. The structure was listed for sale last June for \$2.4 million and granted landmark status in October, over objections from the social services nonprofit Family Focus.”
- Voter Registration
  - **NAACP** can register and provide information. To register must provide two pieces of identification, one with current address. A photo ID is not required.
  - 2010 Dewey Suite 302A Evanston, IL 60201. Phone: (847) 864-0038
- Financial Literacy
  - **YWCA** Evanston/North Shore provides workshops through Women’s Economic Empowerment Programs. For more information call 847-864-8445 or email Fabiola Alfonso: falfonso@ywca-ens.org.
- **LIFT- Chicago**
  - “LIFT coaches help parents set objectives like securing a safe home, living wages and a better education. And then connect them to the financial resources and networks they need to make those dreams a reality.” (Taken from LIFT website)
  - 2325 South Michigan Ave. Chicago, IL 60616. Phone:(312) 316-1866



City of  
**Evanston™**

**EQUITY AND EMPOWERMENT COMMISSION**  
**Solutions Only subcommittee**

**Saturday, July 13, 2019, 9:00am to 12:00pm**

Lorraine H. Morton Civic Center  
2100 Ridge Ave, Evanston, IL 60201

**Members Present:** D. Holmes, J. Grover

**Staff Present:** P. Efiom

**1. Welcome**

**2. Community Discussion**

The discussion was a continuation from Thursday's meeting, focused on actions and revenue sources. The comments from community members who sent in written recommendations are included here.

**A. Actions**

- Involve the Jewish community
- Have more media at meetings
- Conservation district 1996 marking our district; consult with Dino Robinson from Shorefront Legacy Center
- Home ownership/affordable housing
- "Evanston Trust" for Black people to keep their homes
- Oakton School – keep the school in Evanston so Black kids can have a better education
- Banking institutions in neighborhoods
- Northwestern University tuition-free
- Black media outlet
- Reach out to Northwestern University students
- Study groups about budgets and revenue streets, transferring funds to reparations
- Evaluate City budget
- Civic education
- The City sells Shorefront Legacy Center a building for \$1
- Banks match savings accounts for Black people affected by redlining
- Name streets in north Evanston after families who were displaced
- Black people who lost wealth
- African American teachers/teaching Black history in Districts 65 and 202
- Multicultural Black people educational meeting/history
- Create something to monitor banking activity for elders and multicultural communities



- Include more Black people on City boards
- Invest heavily in childcare and early childhood education programs.
- Continue investment while tracking progress as students matriculate through middle & high school
- Provide parenting programs at accessible centers, or funding for families in existing programs.
- Provide free transportation to students walking several blocks to school.
- Stop forced bussing
- Provide free access to substantive programs/activities such as camps, after school/holiday break programs, free access to programs such as swimming lessons at Y'S
- Empower people living in poverty by involving them in the development and implementation of plans and programs to reduce and eradicate poverty. Their involvement ensures that programs reflect those things that are important to them.
- Remove barriers to equal access to resources and services.
- Provide free quality mental health care in collaboration with local institutions/ non profit organizations
- Provide housing vouchers in scattered neighborhood-provides family with access to resources and schools and social capital
- Free community college
- Insist that Pay Day Loans business such as on Dodge Avenue invest in the community or start a campaign to boycott. (must provide alternatives for people)
- Investment in infrastructure-Resurface businesses on Simpson-Make a decision about the store on Simpson/Darrow.
- Only negotiate with the next developers for a building that includes a specified number of moderately priced units (must determine-moderately priced)
- Homeowner's fund for updating and beautifying residences.
- Fund for homeowners to replace chain link fencing with plants/grass/other fencing
- Monetary assistance and business planning for new businesses

#### **B. Revenue Sources**

- Sort out grant money from loans
- Good Neighbor funds to go to "Solutions Only"
- Look to candidate Pete Buttegieg's Douglass Plan in lieu of money
- Free Northwestern University tuition
- Black banks

### **3. Small group discussions**

Prioritized actions were divided into five categories: history/culture, finance, education, institutions/systems and power structure. Each group of community members created specific ideas and shared with the large group. The notes are organized by section below.

#### **A. History/culture**

- Preserve Black neighborhoods and icons
- Do away with restrictive covenants/zoning
- Shorefront Legacy Center

## **B. Finance**

- Banking
  - Grants for
    - Housing
    - Entrepreneurship
    - Repair for redlining
    - Rehabbing and purchase
    - Does redlining still exist? If yes, how to fix?
  - Tax forgiveness for African Americans regarding their homes
  - Credit union education to African Americans
  - Which banks participated in redlining?
  - Are properties being assessed unfairly? If yes, how can we fix?
  - Local banks provide rate information on existing loans/interest by ward?
  - System to prevent access
  - Entrepreneurship funding, education, training
  - Develop budget for development education
  - Business school for entrepreneurs, nominal fee or free for African Americans
- Businesses
  - Unions, trades members
  - Funding for development of African American businesses
  - Free financial education
  - Assistance in ownership of land being transferred to African American past residents affected
  - What current advantage given; if none, need some
- Housing
  - Repair for housing that were moved from north Evanston
  - All police/firefighters should live in Evanston?
  - City workers – 80% live in Evanston?
  - Rent control for landlords concerning African Americans
  - Families who lost homes due to redlining should restore check
  - Trace titles, funded by real estate, insurance agencies, and the City
  - City system on who receives repair, flexibility on how funds are utilized
- Real estate
  - Purchase of Family Focus building
  - System to prevent access to home-buying opportunities
  - Lost of African American residents
  - Real estate agencies' repayment

## **C. Education**

- Encompassing treatment in past, present, and future
  - Use media coverage in RoundTable
  - Mandated African American history courses in D65 and D202
  - Create Black media
  - “Community Table” Meet & Greet at community centers and homes
- Focus on current, every day, systemic racism
- Churches/synagogues, temples, education

- Support STEM school in the 5<sup>th</sup> Ward

#### **D. Institutions/systems**

- Accountability by institutions receiving public funds
- Stem school in 5<sup>th</sup> Ward (D65)
- Banks – history of exclusion, plan for inclusion
  - Locating one in the 5<sup>th</sup>/2<sup>nd</sup> wards
  - Provide community gathering space
- Re-districting in Evanston (maybe two at-large representatives on Council)
- Institutions funding and/or providing banquet/meeting spaces
- Northwestern University
  - List of historic inequities
  - Community engagement office (and others) as authentic partner in reparation dialogue and funding
  - Matching funds for \_\_\_\_\_
- Faith-based groups across ALL denominations face their own histories; develop common steps to:
  - Be part of Truth and Racial Healing process
  - Exert pressure on local institutions to participate fully in reparations efforts
- Realtors address issues of “steering” and develop current ways to support development and support of accessible/affordable home-buying
- Criminal justice system
  - Support for job-training for previously incarcerated
  - Programs to support Evanston Police Department and Evanston Fire Department members living in Evanston
- Insurance companies
- City of Evanston to operationalize equity
- Unions-trades discrimination

#### **E. Power Structure**

- Civic Leadership class
  - “Leadership 101”
  - Education and awareness of how to engage in civic processes, events, activities, etc.
- Diversity and inclusion on all committees, boards, and subcommittees
- MWEBE ordinance with goals
- Regulate diversity!

#### **4. Community Reconciliation - things to consider**

- Need to understand our history and keep the story out in the public
  - Black families
  - 5<sup>th</sup> Ward
  - Evanston’s
  - Residents from the islands, different Black cultures
- Cultural appropriation
- Discrimination, bias
- Black history in local curriculum
- Educational opportunities
- Encroachment/gentrification
- Organic gentrification
- Historical oppression

- Multi-generational stress
- Health outcome disparities
- Access to capital, institutional banking
- Wealth transfer
- Slavery
- Property devaluation
- Northwestern University's role and history
- Structural, institutional reform
- Reparations is part of repair
- Banking system

## **5. Adjournment**

**From:** Ike Dickson

**Date:** July 15, 2019

**To:** : Alderman Robin Rue Simmons

**Subject:** **Reparations Ideas**

Hello,

Unfortunately, I was unable to attend to the reparations meetings. Below are a few ideas how possible Fifth Ward reparation funds could be used.

Ideas:

Homeowners fund for updating and beautifying residential property. Homeowners could submit their project to the fund for landscaping, painting exteriors, repair of porches, fencing. If chain link fences were banned on residential front properties it would change the look of the 5th Ward for the better. Funds could be used to have homeowners replace chain link fencing with beautiful landscape plantings, new grass/sod or if they insist a wrought iron fence.

The criteria for approval could include submission of project and projects must be completed within 6 months or funds returned. Also, assistance can be allocated according to income level/household size, so properties in most need could receive it.

Second idea would be a new business fund to start new businesses in Fifth Ward or by Fifth Ward residents doing business within Evanston. Many people have great business ideas , but lack the planning skills to get a loan and/or implement the plan. The fund would provide business planning for residents with great business ideas.

Thank you for your time and considering these ideas.

Best Regards,

Ike' Dickson

# ADMINISTRATIVE RULES & PROCEDURES

EVANSTON  
EQUITY & EMPOWERMENT  
COMMISSION

ADMINISTRATIVE RULES & PROCEDURES

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**THE EQUITY & EMPOWERMENT COMMISSION  
OF THE CITY OF EVANSTON**

**ADMINISTRATIVE PROCEDURES AND REGULATIONS**

**ARTICLE I**

**Name and Authority**

- Section 1.** The name of this organization shall be “The Equity & Empowerment Commission” of the City of Evanston, Illinois,” hereafter referred to as the “Commission.”
- Section 2.** The establishment of this Commission is provided for in Evanston City Code 85-O-17 “Equity & Empowerment” Commission.”
- Section 3.** The business of the Commission is conducted in accordance with the Illinois Open Meetings Act; applicable ordinances adopted by the Evanston City Council, including the Equity & Empowerment Ordinance 85-O-17 as amended; Title 2, Chapter 12 Where Evanston ordinances conflict with these Bylaws, the former shall prevail pursuant to Evanston’s home rule authority.

**ARTICLE II**

**Mission**

- Section 1.** The Evanston “Equity & Empowerment” Commission is a public body established by City ordinance. The purpose of the Equity & Empowerment Commission (“Commission”) is to the City.
- Section 2.** The Commission is a policy recommending body responsible for evaluating, developing and recommending equity tools, to be used to examine policies, practices, services and programs; develop ways to measure and monitor community relations, race relations, and civil rights issues, particularly those that are sources of intergroup conflict; Study and investigate problems of prejudice, bigotry, and discrimination for the purpose of developing action strategies to eliminate these problems; Develop strategies to improve quality of life, livability and equity for all residents of Evanston; Submit an annual report to City Council on the goals, activities and accomplishments of the Commission; and Create subcommittees, as necessary, in furtherance of the Commission’s purpose.
- Section 3.** The Commission shall develop strategies to promote equity and empowerment as a basic human right of all residents. The commission shall be committed to improving quality of life for all residents through active community engagement.



## **ARTICLE III**

### **Membership**

#### **Section 1. Members**

The Mayor shall appoint nine (9) Evanston residents to serve as members of the Commission. Commissioners shall serve without compensation and are residents of the City of Evanston.

The members must include the following:

One (1) member who has the training and/or experience representing the needs of those who have a physical or mental disability;

Five (5) members who have experience in human rights, social justice advocacy, or similar areas;

One (1) member who is an Alderman.

The Commission's membership must be representative of the City of Evanston's constituent makeup, including but not limited to: race, color, religion, national origin, sex, sexual orientation, gender identity, marital status, age, source of income, physical disability or mental disability.

Term of Office: Commission members are appointed to three (3) year terms by the Mayor with the advice and consent of the City Council. Non-aldermanic members may serve for not more than two (2) full terms.

#### **Vacancies and Removal**

If a Commission member fails to attend three (3) consecutive regular Commission meetings without a reasonable cause, or otherwise neglects his or her duties as a Commission member, the Chairperson, with the assent of the Commission, may recommend to the Mayor that the seat be declared vacant.

Any vacancy shall be filled by the Mayor as soon as possible.

A member of the Commission may be removed by the Mayor for absenteeism, neglect of duty, misconduct or malfeasance in office, after being given a written statement of the charges and an opportunity to refute them at a hearing with the Mayor.

#### **Section 2. Conflicts of Interest**

All members of the Commission agree to abide by all duties and obligations imposed on Commission members in the City's Code of Ethics in City Code Title

1, Chapter 10, and “Board of Ethics.” The Board of Ethics’ supplemental policy is intended to clarify and prevent the personal interests of Commission members from interfering with the performance of their duties or from resulting in personal or political gain at the expense of the Commission or Evanston taxpayers.

The Commission strives to maintain the highest ethical standards to avoid conflicts of interest. All members of the Commission shall act in good faith in all relationships touching upon their responsibilities to the Commission and shall avoid any conflict of interest.

For the purpose of this policy, the definitions found in the City of Evanston’s Code of Ethics in City Code Title 1, Chapter 10, “Board of Ethics,” shall apply.

**Supplemental Policy:**

Each member of the Commission shall disclose to the Commission in writing each City-funded entity to which the Commission member contributes a sum of money greater than one thousand dollars (\$1,000.00) in any calendar year.

Each member of the Commission shall recuse himself from voting on any matter in which that member has an apparent or actual conflict of interest.

**Section 3. Expenses**

All appointed members of the Commission shall serve as such without compensation. Expenses incurred by any member in the performance of official duties may be reimbursed in accordance with procedures established by the City of Evanston.

**ARTICLE IV**

**Officers**

**Section 1. Elected Officers**

The elected officers of the Commission shall consist of a Chairperson and a Vice-Chairperson.

**Section 2. Election of Officers**

- A. In January of each year, the Commission shall nominate candidates for the Chair and Vice-Chair positions.
- B. The Commission shall prepare a slate of candidates for each office, to be presented at the February meeting.

- C. Any Commission member may make additional nominations at the February meeting, with the consent of the nominee, prior to any vote.
- D. Commission members shall elect officers by voting upon the slate of candidates and any additional nominees by no later than the March meeting.

**Section 3. Terms of Office**

The Chairperson and Vice-Chairperson shall be elected for one-year terms from April 1 to March 31. No member shall serve more than two consecutive three-year terms in each office.

**Section 4. Vacancies**

A vacancy in any office shall be filled by a vote of the Commission at the next regular meeting following the occurrence of the vacancy. The officer is elected for the duration of the unexpired term.

**Section 5. Duties of Officers**

- A. The Chairperson shall assure that the policies, programs and orders of the Commission are carried out.
- B. The Chairperson shall preside at all meetings of the Commission. The Vice-Chairperson shall preside in the Chairperson's absence.
- C. The Chairperson shall be responsible for calling meetings of the Commission pursuant to the Open Meetings Act and for assuring an agenda for each meeting.
- D. The Chairperson may appoint committees to consist of two members for specific tasks.

**ARTICLE V**

**Meetings**

**Section 1. Regular and Special Meetings**

- A. Regular meetings shall be held on the 3rd Thursday of each month at 6:30 P.M. in the Civic Center, 2100 Ridge Avenue, unless such day shall be a legal holiday observed by the City or another conflict exists, in which case the regular meeting shall be held at such other time as the Commission may decide.
- B. Special meetings shall be held upon the request of the members of the Commission.

- C. Notice of all regular and special meetings of the Commission shall be communicated to the members at least one week before the meeting by action at a previous meeting, or by mail, email, or by telephone.
- D. Meetings shall be open to the public in accordance with the ordinance of the City of Evanston and the Open Meetings Act.
- E. Notice of all regular and special meetings of the Commission shall be communicated to the public by publication of an agenda in accordance with the Open Meetings Act.

**Section 2. Quorum**

A majority of the members of the Commission constitutes a quorum for the transaction of business.

**Section 3. Voting**

At any meeting at which a quorum is present, the affirmative vote of the majority of the members present shall carry any issue. The Chairperson is a voting member of the Commission and may vote on any issue.

**Section 4. Parliamentary Procedure**

Unless inconsistent with these Bylaws or otherwise decided by the Commission, all meetings shall be conducted in accordance with *Robert's Rules of Order Newly Revised* (Tenth Edition).

## **ARTICLE VI**

### **Amendments**

**Section 1.** These Bylaws may be amended at any meeting of the Commission by the affirmative vote of a majority of members in office. Written notice of proposed amendment(s) shall be given to all members at least two weeks prior to the meeting at which the amendment(s) is/are to be considered.

**Section 2.** Any proposed amendment(s) to the Bylaws shall be included in the meeting packet at which they will be voted upon.

**Section 3.** The City Manager shall be advised of any changes in these Bylaws.

**Section 4.** The Commission shall review its Bylaws annually.