



AGENDA

City Council

Monday, June 14, 2021

Lorraine H. Morton Civic Center, James C. Lytle City Council Chambers, Room 2800

5:30 PM

Administration & Public Works Committee begins at 4:30pm

Planning & Development Committee begins at 5pm

City Council convenes at 5pm or the conclusion of Planning & Development Committee

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

Those wishing to make public comments at the Administrative & Public Works Committee, Planning & Development Committee or City Council meetings may submit written comments in advance or sign up to provide public comment by phone or video during the meeting by completing the City Clerk's Office's online form at www.cityofevanston.org/government/city-clerk/public-comment-sign-up or by calling/texting 847-448-4311.

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

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(I) ROLL CALL - COUNCILMEMBER NIEUWSMA

RC1. Suspension of the Rules Allowing for Remote Participation

Due to an executive order issued by Governor J.B. Pritzker, staff recommends a suspension of the rules regarding in-person attendance requirements for public meetings, allowing for City Council members and City staff to participate in this meeting in a hybrid way.

For Action

(II) MAYOR PUBLIC ANNOUNCEMENTS AND PROCLAMATIONS

M1. LGBTQ Pride Month

M2. Bike Week

M3. National Gun Violence Awareness Day

M4. Juneteenth

(III) CITY MANAGER PUBLIC ANNOUNCEMENTS

(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) SPECIAL ORDERS OF BUSINESS

SP1. **Planning for a City of Evanston Strategic Plan and Comprehensive Plan Process** 14 - 15

Staff request approval from the City Council to solicit consultants through a Request for Qualification and Proposal (RFQ/P) to conduct a Strategic Plan and Comprehensive Plan for the City of Evanston.

For Action

[Planning for a City of Evanston Strategic Plan and Comprehensive Plan Process - Attachment - Pdf](#)

SP2. **Ordinance 60-O-21, Creating Title 12 "Workers' Rights" of the City Code and Mandating Hazard Pay for Certain Employees** 16 - 29

Councilmember Reid requested on May 10, 2021 that a special order of business be placed on the agenda to mandate hazard pay for certain employees. Staff submits ordinance 60-O-21, creating Title 12 "Workers' Rights" of the City Code and mandating hazard pay for certain employees. The proposed ordinance has been amended to require larger retailers or franchises located in the City to pay essential workers an additional \$250.00 per month on top of their base wage for work performed during Illinois' Coronavirus Response. To be eligible, an employee must have worked 15 consecutive weeks for the employer during Illinois' Coronavirus Response. This requirement will be retroactive, going back fifteen (15) weeks from the date of passage of the ordinance. Staff is neutral on a recommendation for this ordinance.

For Action

[Ordinance 60-O-21, Creating Title 12 "Workers' Rights" of the City Code and Mandating Hazard Pay for Certain Employees - Attachment - Pdf](#)

(VII) CONSENT AGENDA - CITY COUNCIL MINUTES

CM1. **Approval of the Minutes of the Regular City Council meeting of City Council 5.24.21** 30 - 42

Staff recommends approval of the minutes of the Regular City Council meeting of 5.24.21.

For Action

[City Council Minutes 5.24.2021](#)

(VIII) CONSENT AGENDA - HOUSING AND COMMUNITY DEVELOPMENT ACT COMMITTEE

H1. **Resolution 62-R-21 Reallocating \$124,733 of Unexpended FY2020 Community Development Block Grant Funds to the 2019 Action Plan CARES Act Amendment to Expand Public Services Funding in FY2021** 43 - 49

The Housing & Community Development Act Committee and staff recommend approval of Resolution 62-R-21 reallocating unexpended 2020 CDBG of \$124,733 to the City's CARES Act Amendment of its 2019 Action Plan to Fund Needed Public Services in 2021 to prevent, prepare for, and respond to the coronavirus. The funding source is the City's 2020 CDBG entitlement grant. Unexpended funds in the amount of \$104,733 are in 215.21.5220.61010, CDBG Administration; \$20,000 is in 215.21.5275.63070, CJE Senior Life Facilities Improvements.

For Action

[Resolution 62-R-21 Reallocating \\$124,733 of Unexpended FY2020 Community Development Block Grant Funds to the 2019 Action Plan CARES Act Amendment to E - Pdf](#)

(IX) CONSENT AGENDA - ADMINISTRATION & PUBLIC WORKS COMMITTEE

A1. **Approval of the City of Evanston Payroll, and Bills List** 50 - 74

Staff recommends City Council approval of the City of Evanston Payroll for the period of May 10, 2021, through May 23, 2021, in the amount of \$2,787,552.60 Bills List for June 15, 2021, in the amount of \$6,906,210.68.

For Action

[Approval of the City of Evanston Payroll and Bills List and Credit Card Activity - Pdf](#)

A2. **Approval of an Amendment to the FY2021 Action Plan that Allocates \$26,768 in Additional CDBG Funding to Three Goals of that Plan** 75 - 80

Staff recommends approval of an amendment to the City's FY2021 Action Plan to allocate \$26,768 in additional CDBG funding to three goals in that Action Plan. The revised 2021 Action Plan will be submitted to HUD for approval following City Council approval of the amendment. The funding source is the City's 2021 CDBG entitlement grant. The City received notification from HUD that there was an error the FY2021 allocation, and the City of Evanston's revised 2021 CDBG grant amount is \$1,843,261, an increase of \$26,768 from the original grant award of \$1,816,493.

For Action

[Approval of an Amendment to the FY2021 Action Plan that Allocates \\$26,768 in Additional CDBG Funding to Three Goals of that Plan - Attachment - Pdf](#)

A3. **Three-Year (3) Sole Source Software as a Service, Database, and Business Licensing Agreement with Accela** 81 - 102

Staff recommends City Council authorize the City Manager to execute a three-year, sole-source agreement with Accela (2633 Camino Ramon, Suite 500, San Ramon, CA 94583) at the cost of \$398,915.61 (\$126,539.45 year one, \$132,866.42 year two, and \$139,509.74 year three). In addition, there is a one-time expense of \$60,000 for migrating the Accela on-premise Land Management insurance to the Accela Cloud. The agreement covers the software as a service subscription (SaaS), the database, and business licensing for use in the Public Works Agency, Health & Human Services, Fire and Community Development Departments. Funding will be from the IT - Computer Software Fund (Account 100.19.1932.62340), with a FY21 budget of \$825,000 and a current balance of \$598,697.92.

For Action

[Three-Year \(3\) Sole Source Software as a Service, Database and Business Licensing Agreement with Accela - Attachment - Pdf](#)

A4. **Approval of a One Year Contract with Corrective Asphalt Materials for the Reclamite Pavement Rejuvenation Program** 103 - 108

Staff recommends City Council authorize the City Manager to execute a one-year contract with Corrective Asphalt Materials LLC (300 Daniel Boone Trail, South Roxana, IL 62087) for Reclamite pavement rejuvenation in the amount of \$100,000. This contract award is part of a bid let by the Municipal Partnering Initiative (MPI). Funding for this work will be from 2021 Capital Improvement Program 2021 General Obligation Bonds (Account No. 415.40.4121.65515 - 421016), which has an FY 2021 budget of \$50,000, all of which is remaining, and from the Capital Improvement Fund balance (Account No. 415.40.4219.65515 - 421016) in the amount of \$50,000.

For Action

[Approval of a One Year Contract with Corrective Asphalt Materials for the Reclamite Pavement Rejuvenation Program - Attachment - Pdf](#)

A5. **Change Order No. 6 with Thieneman Construction, Inc. for Clearwell 9 Replacement Project Construction (Bid 18-30)** 109 - 117

Staff recommends City Council authorize the City Manager to execute Change Order No. 6 (to the contract for the Clearwell 9 Replacement Project (Bid No. 18-30) with Thieneman Construction, Inc. (17219 Foundation Parkway, Westfield, IN) for a credit in the amount of \$123,640.03. This will decrease the total contract amount from the current contract price of \$19,673,795.86 to \$19,550,155.83. This change order includes a time extension of 112 days, extending the contract completion date from January 28, 2021 to May 20, 2021. The City has a loan agreement in place with the IEPA for funding from the State Revolving Fund in the amount of \$20,556,256 for engineering and construction of this project. Staff will seek a final Loan Amendment to increase the loan amount to cover all eligible costs. The loan is currently set to be repaid over 20 years at 1.84% interest. IEPA loan funding for this work is being routed through the Water Fund, Capital Improvement (Account 513.71.7330.65515-733107).

For Action

[Change Order No. 6 with Thieneman Construction, Inc. for Clearwell 9 Replacement Project Construction \(Bid 18-30\) - Attachment - Pdf](#)

A6. **Resolution 59-R-21, Extending the Declared State of Emergency to July 12, 2021** 118 - 121

Staff recommends City Council adoption of resolution 59-R-21, extending the declared state of emergency to July 12, 2021.

For Action

[Resolution 59-R-21, Extending the Declared State of Emergency to July 12, 2021 - Attachment - Pdf](#)

A7. **Resolution 64-R-21, Authorizing the City Manager to Execute Master Agreements with the Illinois Department of Transportation for State Maintained Traffic Signals and Governmental Body Maintenance of Traffic Control Devices** 122 - 157

Staff recommends City Council adoption of Resolution 64-R-21, Authorizing the City Manager to Execute Master Agreements with the Illinois Department of Transportation for State Maintained Traffic Signals and Governmental Body Maintenance of Traffic Control Devices.

For Action

[Resolution 64-R-21, Authorizing the City Manager to Execute Master Agreements with the Illinois Department of Transportation for State Maintained Traf - Pdf](#)

A8. **Resolution 60-R-21, Authorizing the City Manager to Grant an Easement for Steam Infrastructure Repair on Emerson Street** 158 - 165

Staff recommends City Council adoption of Resolution 60-R-21, Authorizing the City Manager to Grant an Easement for Steam Infrastructure Repair on Emerson Street. The easement would be granted for a 20 year period. No City funding is required for these proposed utilities. Northwestern University will fund the project and will be assessed a one-time easement fee of \$47,011.13 These funds will be deposited to the General Fund (Account 100.40.4105.52175).

For Action

[Resolution 60-R-21, Authorizing the City Manager to Grant an Easement for Steam Infrastructure Repair on Emerson Street - Attachment - Pdf](#)

A9. **Resolution 63-R-21 Authorizing the City Manager to Sign the Intergovernmental Agreement with Pace** 166 - 182

Staff recommends City Council adoption of Resolution 63-R-21 to authorize the City Manager to sign an intergovernmental agreement (IGA) with Pace Suburban Bus (Pace), in order that Pace may construct and maintain a rapid transit network, known as the Pulse Dempster Line, with bus stations near the corner of Dempster Street and Dodge Avenue.

For Action

[Resolution 63-R-21 Authorizing the City Manager to Sign the Intergovernmental Agreement with Pace - Attachment - Pdf](#)

A10. **Ordinance 52-O-21, Amending Title 8 Chapter 4 of the City Code Concerning Municipal Solid Waste** 183 - 196

Staff recommends City Council adoption of Ordinance 52-O-21, Amending Title 8 Chapter 4 of the City Code Concerning Municipal Solid Waste.

For Introduction

[Ordinance 52-O-21, Amending Title 8 Chapter 4 of the City Code Concerning Municipal Solid Waste - Attachment - Pdf](#)

A11. **Ordinance 45-O-21, Amending Title 7, Chapter 8, Section 4, "Restricted Parkway Plantings"** 197 - 200

Staff recommends City Council table consideration of Ordinance 52-O-21, Amending Title 7, Chapter 8, Section 4, "Restricted Parkway Plantings" until September 13, 2021.

For Introduction

[Ordinance 52-O-21, Amending Title 8 Chapter 4 of the City Code Concerning Municipal Solid Waste - Attachment - Pdf](#)

A12. **Ordinance 59-O-21, Amending Title 10, Chapter 11, Section 9, Schedule I(X) "Parking Prohibited at Certain Times" - Hartrey Avenue** 201 - 203

Staff recommends City Council adoption of Ordinance 59-O-21, Amending Title 10, Chapter 11, Section 9, Schedule I(X) "Parking Prohibited at Certain Times." This Ordinance will amend parking on the west side of Hartrey Avenue from Oakton Street to Cleveland Street, prohibiting parking from 9:00 pm to 6:00 am daily.

For Introduction

[Ordinance 59-O-21, Amending Title 10, Chapter 11, Section 9, Schedule I\(X\) "Parking Prohibited at Certain Times" - Hartrey Avenue - Attachment - Pdf](#)

A13. **Ordinance 68-O-21, Amending City Code Section 1-17-4-2 "Sale of Real Property"** 204 - 207

Staff recommends City Council adoption of Ordinance 68-O-21, Amending City Code Section 1-17-4-2 "Sale of Real Property".

For Introduction

[Ordinance 52-O-21, Amending Title 8 Chapter 4 of the City Code Concerning Municipal Solid Waste - Attachment - Pdf](#)

A14. **Ordinance 58-O-21, Authorizing the Sale of Surplus Property Owned by the City of Evanston** 208 - 212

Staff recommends that City Council adopt Ordinance 58-O-21, directing the City Manager to offer the sale of vehicles owned by the City through public auction through GovDeals, an online auction system utilized by government agencies, or any other subsequent America's Online Auction. These vehicles have been determined to be surplus due to new vehicle replacements being placed into service or vehicles that had to be taken out of service for safety reasons with the intention of eventual replacement.

For Introduction

[Ordinance 58-O-21, Authorizing the Sale of Surplus Property Owned by the City of Evanston - Attachment - Pdf](#)

A15. **Ordinance 64-O-21 Amending Hotel Tax** 213 - 218

Staff recommends approval of Ordinance 64-O-21, amending Sections of Title 3, Chapter 2, Section 4 of the City Code Concerning Hotel-Motel, Bed and Breakfast Establishments and Vacation Rental Tax.

For Introduction

[Ordinance 64-O-21 Amending Hotel Tax - Attachment - Pdf](#)

A16. **Ordinance 51-O-21, Amending Title 2, Chapter 3 of the City Code to Reflect Changes in the Public Safety Civil Service Commission Rules and Regulations** 219 - 237

Staff recommends City Council adoption of Ordinance 51-O-21 amending Title 2, Chapter 3 of the City Code to reflect changes in the Public Safety Civil Service Commission Rules and Regulations, which will allow for a separate lateral police officer hiring process.

For Action

[Ordinance 51-O-21, Amending Title 2, Chapter 3 of the City Code to Reflect Changes in the Public Safety Civil Service Commission Rules and Regulations - Pdf](#)

A17. **Ordinance 21-O-21, Modifying the City of Evanston Grid System By Renaming A Portion of West Railroad Avenue as Norwood Court** 238 - 245

Staff recommends City Council adopt Ordinance 21-O-21, Modifying the City of Evanston Grid System By Renaming A Portion of West Railroad Avenue as Norwood Court.

For Action

[Ordinance 21-O-21, Modifying the City of Evanston Grid System By Renaming A Portion of West Railroad Avenue as Norwood Court - Attachment - Pdf](#)

P1. **Ordinance 63-O-21, Granting a Special Use Permit for a Wholesale Goods Establishment Located at 1731 Howard Street in the C1 Commercial District ("Montelimar Bread Company")** 246 - 254

The Zoning Board of Appeals (ZBA), and staff recommend the City Council adoption of Ordinance 63-O-21, granting a Special Use for a Wholesale Goods Establishment, Montelimar Bread Company, in the C1 Commercial District, with conditions. The applicant has complied with all zoning requirements and meets the Standards for Special Use for this district.

For Introduction

[Ordinance 63-O-21, Granting a Special Use Permit for a Wholesale Goods Establishment Located at 1731 Howard Street in the C1 Commercial District \("Mon - Pdf](#)

P2. **Ordinance 62-O-21 Granting a Special Use Permit for a Tattoo and Body Art Establishment Located at 1577 Maple Avenue in the D3 Downtown Core Development District** 255 - 262

The Zoning Board of Appeals and staff recommend the adoption of Ordinance 62-O-21 granting a Special Use for a Tattoo & Body Art Establishment for a microblading and permanent cosmetics business at 1577 Maple Avenue in the D3 Downtown Core Development District. The applicant has complied with all zoning requirements and meets all of the Standards for Special Use for this district.

For Introduction

[Ordinance 62-O-21 Granting a Special Use Permit for a Tattoo and Body Art Establishment Located at 1577 Maple Avenue in the D3 Downtown Core Development Di - Pdf](#)

P3. **Ordinance 35-O-21 granting a Special Use for an Office Use, Richard Shapiro Attorney at Law, at 1327 Chicago Ave. and 528 Greenwood St. in the R5 General Residential District.** 263 - 293

The Zoning Board of Appeals recommends City Council adoption of Ordinance 35-O-21, granting a Special Use for an Office Use, Richard Shapiro Attorney at Law, at 1327 Chicago Ave. and 528 Greenwood St. in the R5 General Residential District. Planning & Zoning staff recommends denial of Ordinance 35-O-21 due to the residential nature of the properties. Specifically, staff feels that up to 15 employees each at 1327 Chicago Ave. and 528 Greenwood St., in a residential zoning district surrounded on three sides by residential zoning and uses, is not keeping with the purposes and policies of the adopted Comprehensive General Plan, causes a negative cumulative effect, potentially creates a precedent for commercial uses in residential neighborhoods, and diminishes the value of property in the residential neighborhood. Staff appreciates the modifications to the proposal the applicant has made throughout the ongoing special use process that reduces the requested occupancy, and therefore impact, at each structure from 22 employees to 15, and adds an off-site ADA-compliant office location for additional staff at 990 Grove St. in lieu of on-site ADA alterations. However, the request not to alter either structure at 1327 Chicago Ave. or 528 Greenwood St. for ADA improvements further exemplifies the inappropriateness of the special use request for a commercial use in residential structures in a residential neighborhood. Planning & Zoning staff reaffirms a recommendation for denial.

For Introduction

[Ordinance 35-O-21 granting a Special Use for an Office Use, Richard Shapiro Attorney at Law, at 1327 Chicago Ave. and 528 Greenwood St. in the R5 Gene - Pdf](#)

P4. **Ordinance 56-O-21, Granting a Special Use Permit for a Daycare Center - Domestic Animal and a Kennel Located at 2116-2120 Ashland Avenue, 1625 Payne Street, 2147-2149 Dewey Avenue in the MXE Mixed-Use Employment District ("Rex's Place")** 294 - 303

The Zoning Board of Appeals (ZBA), and staff recommend the City Council adoption of Ordinance 56-O-21, granting a Special Use for a Daycare Center - Domestic Animal and Kennel, Rex's Place, in the MXE Mixed-Use Employment District, with conditions. The applicant has complied with all zoning requirements and meets the Standards for Special Use for this district.

For Action

[Ordinance 56-O-21, Granting a Special Use Permit for a Daycare Center - Domestic Animal and a Kennel Located at 2116-2120 Ashland Avenue, 1625 Payne S - Pdf](#)

P5. **Ordinance 53-O-21, Amending Portions of the City Code to Extend the Expiration Date of Permitted Uses Within the U2 Zoning District** 304 - 405

Staff recommends City Council adoption of Ordinance 53-O-21, amending the City Code to extend the expiration date of permitted uses within the U2 zoning district from December 31, 2021 to December 31, 2022.

For Action

[Ordinance 53-O-21, Amending Portions of the City Code to Extend the Expiration Date of Permitted Uses Within the U2 Zoning District - Attachment - Pdf](#)

P6. **Ordinance 19-O-21, Amending the City of Evanston's Leaf Blower Policy** 406 - 411

Staff recommends City Council adoption of Ordinance 19-O-21, Amending the City of Evanston's Leaf Blower Policy. This ordinance amends the times and days when leaf blowers are permitted to be used in Evanston, modifies the penalty for violating the new rules and eliminates loopholes for non-gasoline powered equipment use.

For Action

[Ordinance 19-O-21, Amending the City of Evanston's Leaf Blower Policy - Attachment - Pdf](#)

(XI) CONSENT AGENDA - ECONOMIC DEVELOPMENT COMMITTEE

E1. **Amendment to the Entrepreneurship Emergency Assistance Grant Program Guidelines** 412 - 417

Economic Development staff supports a recommendation to the City Council to approve the proposed amendment to the Entrepreneurship Emergency Assistance Grant Program guidelines for FY 2021. For FY 2021, the Entrepreneurship Support Account (100.15.5300.62664) was allotted \$50,000.

For Action

[Amendment to the Entrepreneurship Emergency Assistance Grant Program Guidelines - Pdf](#)

(XII) CONSENT AGENDA - RULES COMMITTEE

R1. **Approval of Ordinance 70-O-21 Amending the City Code to Create the Social Services Committee** 418 - 437

Staff recommends approval of Ordinance 70-O-21 amending the City Code to create the Social Services Committee following approval by the Rules Committee at its meeting on May 24, 2021, and direction to staff to develop an ordinance for approval by City Council. The ordinance codifies the realignment of the responsibilities relating to social services of the Housing and Community Development Act Committee (HCDA), Housing and Homelessness Commission (HHC) and Mental Health Board (MHB), into a single committee. *Councilmember Fleming requests suspension of the rules for Introduction and Action at the June 14, 2021 City Council meeting.*

For Introduction and Action

[Approval of Ordinance 70-O-21 Amending the City Code to Create the Social Services Committee - Attachment - Pdf](#)

R2. **Approval of Ordinance 69-O-21 Amending the City Code to Create the Housing and Community Development Committee** 438 - 452

Staff recommends approval of Ordinance 69-O-21 amending the City Code to create the Housing and Community Development Committee following approval by the Rules Committee at its meeting on May 24, 2021, and direction to staff to develop an ordinance for approval by City Council. The ordinance codifies the realignment of the responsibilities of the Housing and Community Development Act Committee (HCDA) and Housing and Homelessness Commission into a single committee. *Councilmember Fleming requests suspension of the rules for Introduction and Action at the June 14, 2021 City Council meeting.*

For Introduction and Action

[Approval of Ordinance 69-O-21 Amending the City Code to Create the Housing and Community Development Committee - Attachment - Pdf](#)

(XIII) CONSENT AGENDA - APPOINTMENTS

(XIV) 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)}

(XV) EXECUTIVE SESSION

(XVI) ADJOURNMENT

(XVII) UPCOMING ALDERMANIC COMMITTEE MEETINGS

DATE	TIME	BOARD/COMMITTEE/COMMISSION
6/15/21	7:00 PM	Zoning Board of Appeals
6/16/21	2:30 PM	Design and Project Review Committee
6/17/21	6:30 PM	Equity and Empowerment Commission
6/22/21	4:00 PM	Re-Imagining Public Safety Committee Meeting
6/23/21	2:30 PM	Design and Project Review Committee
6/23/21	6:00 PM	Economic Development Committee
6/23/21	7:00 PM	Plan Commission