



# Memorandum

To: Mayor Biss and Members of the City Council  
From: Luke Stowe, City Manager  
Subject: Weekly City Manager's Update  
Date: March 7, 2025

## **STAFF REPORTS BY DEPARTMENT**

Weekly Report for March 3, 2025 – March 7, 2025

### **City Manager's Office**

Weekly Bids Advertised  
Monthly Financial Report

### **Community Development**

Weekly Zoning Report  
Weekly Field Inspection Report  
Monthly CV/Permit Fee Report

### **Health Department**

Weekly Food Establishment Application Report

### **Law Department**

Weekly Liquor License Application Report

### **Clerk's Office**

FOIA Report

### **Legislative Reading**

NWMC Weekly Briefing

**STANDING COMMITTEES OF THE COUNCIL &  
MAYORAL APPOINTED BOARDS, COMMISSIONS & COMMITTEES**

**Monday, March 10, 2025**

4:45 PM: [Referrals Committee](#)

5:00 PM: [Administration & Public Works Committee](#)

5:15 PM: [Planning & Development Committee](#)

5:45 PM: [City Council](#)

**Tuesday, March 11, 2025**

5:00 PM: [Finance & Budget Committee](#)

7:00 PM: [Preservation Committee](#)

**Wednesday, March 12, 2025**

6:00 PM: [Land Use Commission](#)

**Thursday, March 13, 2025**

6:30 PM: [Environment Board](#)

7:00 PM: [Social Services Committee](#)

**Friday, March 14, 2025**

No Meetings

**Check the City's Calendar for updates:**

[City of Evanston - Calendar](#)

**City of Evanston Committee Webpage:**

[City of Evanston – Boards, Commissions and Committees](#)



# Memorandum

To: Luke Stowe, City Manager

From: Hitesh Desai, CFO/ City Treasurer  
Tammi Nunez, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of March 3, 2025

Date: March 7, 2025

The following is a list of advertised projects, and the anticipated date each will be presented to the Council or Library Board.

## Bids/RFPs/RFQs sent during the Week of March 3, 2025

Bid/RFP/RFQ Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
2025 Water Main Improvements	PWA	Work on this project includes the installation of ductile iron water main pipe ranging from 6-inch to 12-inch diameter in size, installation of combined and storm sewer pipe ranging from 8-inch to 16-inch diameter in size, public, full, and private lead water service pipe replacements, partial water service replacements (not lead) to accommodate the work, related appurtenances, concrete curb and sidewalk repairs, pavement patching, HMA street resurfacing, parkway restoration, private side restoration (full and private lead water service pipe replacements only), and all materials, labor, equipment, and incidental work. Bidders must be prequalified by the Illinois Department of Transportation (IDOT) and present an IDOT issued "Certificate of Eligibility" with the bid proposal.	\$7,008,000; \$1,593,000; \$1,000,000; \$107,500	3/25	4/28



# Memorandum

To: Luke Stowe, City Manager  
From: Hitesh Desai, CFO/City Treasurer  
Subject: January 2025 Monthly Financial Report  
Date: March 7, 2025

Please find attached the financial statements as of January 31, 2025. The Financials below are unaudited.

If there are any questions on the attached report, please contact me by phone at (847) 448-8082 or by email: [hdesai@cityofevanston.org](mailto:hdesai@cityofevanston.org). For additional financial reports, please visit: <https://www.cityofevanston.org/government/transparency/budget-financial-reports>

## **CERTIFICATION OF ATTACHED FINANCIAL REPORTS**

As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the January 31, 2025 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.

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Hitesh Desai, Treasurer

## Section 1 – Cash and Fund Balance Summary

Table 1 shows the ending fund and cash balances for each Fund as of January 1, 2025. The figures in Table 1 are based on Preliminary FY 2024 ending fund and cash balances, which are subject to change after the completion of the FY 2024 annual audit. The annual audit is being conducted by Sikich, LLP from January through June 2025 with a final Annual Comprehensive Financial Report (ACFR) being issued in late June 2025.

Cash balance represents liquid cash and/or invested assets which can be used (or easily sold) to support and fund current operations. Fund balance includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses. All monthly fund and cash balances are unaudited.

*Table 1  
FY 2025 Cash and Fund Balance Summary*

Fund #	Fund	Revenue	Expense	Net	Fund Balance	Cash Balance
100	General	11,082,712	8,338,901	2,743,810	49,704,964	46,600,399
170	American Rescue Plan	71,718	101,646	(29,929)	(7,589,746)	16,212,442
175	General Assistance	5,438	103,435	(97,998)	1,118,728	1,119,172
176	Human Services	2,281	243,704	(241,423)	1,221,441	1,242,007
177	Reparations	176,504	11,289	165,216	310,231	385,231
178	Sustainability	69,794	23,102	46,691	1,291,631	1,291,631
180	Good Neighbor	1,305	30	1,275	1,055,009	1,055,009
185	Library	84,377	601,075	(516,698)	5,173,793	5,183,274
186	Library Debt Service	-	-	-	2,781	2,781
187	Library Capital Improvement FD	-	-	-	(693,564)	(693,564)
200	MFT	321,469	1,022	320,447	7,415,396	7,124,406
205	E911	1,154	95,821	(94,667)	1,248,989	890,905
206	Foreign Fire Insurance	-	-	-	-	-
210	Special Service Area (SSA) #9	5	-	5	14,090	14,089
215	CDBG	416	22,766	(22,351)	36,972	(58,629)
220	CD Loan	2,501	-	2,501	345,175	365,549
235	Neighborhood Improvement	29	-	29	23,510	23,510
240	Home	4,545	2,788	1,757	39,088	33,023
250	Affordable Housing	18,275	6,486	11,789	4,236,006	4,415,127
320	Debt Service	167,871	-	167,871	3,634,530	3,634,530
330	Howard Ridge	4,173	28,659	(24,486)	1,855,324	1,841,156
335	West Evanston	967	9,215	(8,248)	2,413,823	2,505,625
340	Dempster-Dodge-TIF	353	16,112	(15,759)	965,457	965,457
345	Chicago Main-TIF	323	25,667	(25,343)	(190,442)	869,557
350	Special Service Area (SSA) #6	101	-	101	58,520	280,382
355	Special Service Area (SSA) #7	8	-	8	20,998	20,997
360	Special Service Area (SSA) #8	3	-	3	8,762	8,763
361	Special Service Area (SSA) #10	-	-	-	-	-
365	Five-Fifth TIF	314	6,154	(5,840)	283,938	869,885
415	Capital Improvements	438,148	4,674	433,474	(6,729,999)	3,013,645
416	Crown Construction	8,272	49,036	(40,764)	5,086,450	5,086,451
417	Crown Community CTR Maintenance	14,583	-	14,583	854,620	854,620
420	Special Assessment	38,944	5	38,939	1,241,618	1,241,618
505	Parking	737,650	646,512	91,138	2,689,254	2,105,588
510	Water	6,046,406	1,347,566	4,698,840	15,080,605	12,321,949
515	Sewer	685,388	276,381	409,007	10,896,487	9,307,093
520	Solid Waste	335,583	165,220	170,364	3,891,299	2,615,081
600	Fleet	351,781	152,875	198,906	1,864,374	271,495
601	Equipment Replacement	80,434	3,605	76,829	6,085,537	3,595,083
605	Insurance	1,233,094	3,488,753	(2,255,659)	3,494,190	4,121,717
	<b>All Funds Total</b>	<b>21,986,916</b>	<b>15,772,501</b>	<b>6,214,416</b>	<b>118,459,838</b>	<b>140,737,052</b>

## Section 2 - General Fund Revenues and Expenses

The unaudited financials as of January 31, 2025 show the General Fund with a fund balance of \$49,704,964 and a cash balance of \$46,600,399.

There is a three (3) month lag in some of the state distributed revenues like Sales Tax, Home Rule Sales Tax, Use Tax, and Telecommunication Tax. The City will not receive the January allocations until April 2025. The City will not begin collecting Property Tax revenues until February 2025.

Other Notes about General Fund Expenses and Revenues:

- In January, the City received a \$2.7M Building Permit payment from Northwestern for 2001 Sheridan Road (Donald P. Jacobs Center).
- Timing of payroll cycles is the main driver for the variance in General Fund expenses between January 2024 and 2025.

*Table 2  
FY 2025 General Fund Actual Revenues (through January 31, 2025)*

Revenue	FY 2025 Budget	FY 2025 YTD Actual	% of Budget	FY 2024 YTD Actual
51017 - PENSION PROPERTY TAX	19,990,105	0	0%	0
51545 - STATE INCOME TAX	13,500,000	1,166,053	9%	1,178,811
51525 - SALES TAX - BASIC	13,350,000	1,112,500	8%	1,083,333
51530 - SALES TAX - HOME RULE	10,500,000	875,000	8%	883,333
51015 - PROPERTY TAXES	9,449,797	0	0%	0
53565 - RECREATION PROGRAM FEES	8,217,409	466,801	6%	445,480
52080 - BUILDING PERMITS	5,000,000	3,064,853	61%	285,850
52505 - TICKET FINES-PARKING	3,800,000	293,595	8%	273,375
51595 - LIQUOR TAX	3,300,000	337,929	10%	349,901
51515 - STATE USE TAX	2,900,000	241,667	8%	266,667
51565 - ELECTRIC UTILITY TAX	2,900,000	249,366	9%	211,315
51600 - PARKING TAX	2,900,000	227,629	8%	261,834
52010 - WHEEL TAX	2,800,000	64,620	2%	75,902
53675 - AMBULANCE SERVICE	2,800,000	305,755	11%	188,114
51605 - PERSONAL PROPERTY REPLACEMENT	2,500,000	0	0%	0
51620 - REAL ESTATE TRANSFER TAX*	2,500,000	0	0%	0
53676 - GEMT SERVICE REVENUE	2,500,000	64,886	3%	153,383
51550 - MUNICIPAL HOTEL TAX	2,350,000	114,696	5%	72,502
51570 - NATURAL GAS UTILITY TAX	1,500,000	146,920	10%	129,722
51630 - AMUSEMENT TAX	1,300,000	148,465	11%	122,754
51625 - TELECOMMUNICATIONS TAX	1,050,000	87,500	8%	91,667
51590 - EVANSTON MOTOR FUEL TAX	1,000,000	95,929	10%	84,155
ALL OTHER GF REVENUE	13,738,934	1,278,403	9%	949,910
TRANSFERS FROM OTHER FUNDS	10,381,740	740,145	7%	706,115
<b>GF TOTAL**</b>	<b>140,227,985</b>	<b>11,082,712</b>	<b>8%</b>	<b>7,814,124</b>

\*This figure EXCLUDES the \$1.0M budgeted for the Repairs Fund. The Repairs Fund has received \$176,403 Real Estate Transfer Tax (RETT) revenue through January 31, 2025.

\*\*The \$11.1M "Use of Fund Balance" is excluded from Budget Total because no actual revenues will be recorded

*Table 3*  
*FY 2025 General Fund Actual Expenses*  
*By Department*

Funds	FY 2025 Budget	FY 2025 YTD Actual	% of Budget	FY 2024 Budget	FY 2024 Actual YTD	% of Budget
<b>Expenses</b>						
13 CITY COUNCIL	594,319	32,550	5%	594,133	24,901	4%
14 CITY CLERK	538,319	27,530	5%	535,355	19,009	4%
15 CITY MANAGER'S OFFICE	12,228,582	654,447	5%	10,177,532	285,653	3%
17 LAW	1,521,045	98,445	6%	1,354,786	42,358	3%
19 ADMINISTRATIVE SERVICES	13,527,596	771,304	6%	15,148,003	440,728	3%
21 COMMUNITY DEVELOPMENT	5,078,229	284,997	6%	4,687,076	131,483	3%
22 POLICE	36,152,937	2,834,793	8%	35,221,511	1,292,698	4%
23 FIRE MGMT & SUPPORT	23,294,964	1,685,671	7%	22,110,663	1,092,601	5%
24 HEALTH	1,969,411	109,656	6%	1,817,273	62,027	3%
30 PARKS AND RECREATION	15,760,980	823,296	5%	14,547,351	417,589	3%
40 PUBLIC WORKS AGENCY	16,350,871	1,016,212	6%	15,868,893	742,944	5%
99 NON-DEPARTMENTAL	24,261,149	0	0%	21,864,968	0	0%
<b>Expenses Total</b>	<b>151,278,402</b>	<b>8,338,901</b>	<b>6%</b>	<b>143,927,543</b>	<b>4,551,991</b>	<b>3%</b>

**Police and Fire Overtime**

Through January 31, 2025, Police has spent 8% of budgeted overtime and Fire has spent 7% of budgeted overtime.

*Table 4*  
*FY 2025 Police and Fire Overtime YTD Expenses*

General Fund OT Costs	FY 2025 Budget	FY 2025 YTD Actual	% of Budget	FY 2024 Budget	FY 2025 YTD Actual	% of Budget
Police	2,036,349	166,576	8%	1,736,349	69,407	4%
Fire	1,329,500	99,413	7%	1,084,000	21,172	2%

## **Section 3 - Enterprise Funds**

### **Parking Fund**

Through January 31, 2025, the Parking Fund is showing a fund balance of \$2,689,254 and a cash balance of \$2,105,588.

### **Water Fund**

Through January 31, 2025, the Water Fund is showing a fund balance of \$15,080,605 and a cash balance of \$12,321,949. A significant portion of this fund balance are 2024 bond proceeds which the City continues to spend down on capital projects.

### **Sewer Fund**

Through January 31, 2025, the Sewer Fund is showing a fund balance of \$10,896,487 and a cash balance of \$9,307,093.

### **Solid Waste Fund**

Through January 31, 2025, the Solid Waste Fund is showing a fund balance of \$3,891,299 and a cash balance of \$2,615,081.

## **Section 4 - Other Funds**

### **Capital Improvements Fund**

Through January 31, 2025, the CIP Fund is showing a fund balance of (\$6,729,999) and a cash balance of \$3,013,645. The difference between Cash and Fund Balance is largely attributed to cash on hand for projects completed but not yet invoiced by the Illinois Department of Transportation (IDOT).

### **Fleet Fund**

Through January 31, 2025, the Fleet Fund is showing a fund balance of \$1,864,374 and a cash balance of \$271,495.

### **Insurance Fund**

Through January 31, 2025, the Insurance Fund is showing a fund balance of \$3,494,190 and a cash balance of \$4,121,717.

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>100 GENERAL FUND</b>						
<b>Revenue</b>						
Charges for Services	12,765,709	877,403	7%	11,655,200	729,795	6%
Fines and Forfeitures	4,375,000	309,797	7%	3,725,000	282,158	8%
Interest Income	750,000	264,005	35%	500,000	117,477	23%
Interfund Transfers	10,031,740	710,978	7%	9,623,390	676,949	7%
Intergovernmental Revenue	4,404,334	184,468	4%	3,966,034	401,650	10%
Licenses, Permits and Fees	9,597,300	3,339,284	35%	7,336,450	494,366	7%
Other Revenue	1,849,000	140,091	8%	1,301,500	132,697	10%
Other Taxes	67,015,000	5,256,685	8%	66,300,000	4,979,032	8%
Property Taxes	29,439,902	0	0%	29,047,402	0	0%
<b>Revenue Total</b>	<b>140,227,985</b>	<b>11,082,712</b>	<b>8%</b>	<b>133,454,976</b>	<b>7,814,124</b>	<b>6%</b>
<b>Expenses</b>						
Capital Outlay	398,978	299	0%	272,000	-160	0%
Community Sponsored Organizations	120,000	0	0%	120,000	0	0%
Contingencies	125,000	451	0%	126,000	81	0%
Insurance and Other Chargebacks	33,605,744	330,584	1%	29,518,684	337,304	1%
Interfund Transfers	4,457,100	363,091	8%	4,887,100	372,258	8%
Miscellaneous	1,029,798	48,911	5%	1,545,213	7,784	1%
Salary and Benefits	91,592,836	6,813,411	7%	88,012,393	3,540,944	4%
Services and Supplies	19,948,946	782,155	4%	19,446,153	293,780	2%
<b>Expenses Total</b>	<b>151,278,402</b>	<b>8,338,901</b>	<b>6%</b>	<b>143,927,543</b>	<b>4,551,991</b>	<b>3%</b>
<b>170 AMERICAN RESCUE PLAN</b>						
<b>Revenue</b>						
Interest Income	650,000	69,112	11%	50,000	151,874	304%
Other Revenue	0	2,606		0	11,596	
<b>Revenue Total</b>	<b>650,000</b>	<b>71,718</b>	<b>11%</b>	<b>50,000</b>	<b>163,470</b>	<b>327%</b>
<b>Expenses</b>						
Capital Outlay	2,431,300	0	0%	10,188,900	0	0%
Community Sponsored Organizations	2,542,000	0	0%			
Insurance and Other Chargebacks	100,000	0	0%	100,000	0	0%
Interfund Transfers	1,500,000	0	0%	1,250,000	0	0%
Miscellaneous	8,396,724	98,109	1%	10,294,191	3,230	0%
Salary and Benefits	115,871	0	0%			
Services and Supplies	2,977,080	3,537	0%	3,275,000	2,365	0%
<b>Expenses Total</b>	<b>18,062,975</b>	<b>101,646</b>	<b>1%</b>	<b>25,108,091</b>	<b>5,595</b>	<b>0%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>175 GENERAL ASSISTANCE FUND</b>						
<b>Revenue</b>						
Interest Income	1,000	5,438	544%	1,000	6,310	631%
Other Revenue	27,500	0	0%	27,500	0	0%
Property Taxes	750,000	0	0%	1,050,000	0	0%
<b>Revenue Total</b>	<b>778,500</b>	<b>5,438</b>	<b>1%</b>	<b>1,078,500</b>	<b>6,310</b>	<b>1%</b>
<b>Expenses</b>						
Miscellaneous	7,000	307	4%	7,000	0	0%
Salary and Benefits	560,420	39,054	7%	539,408	21,530	4%
Services and Supplies	775,500	64,074	8%	874,482	70,947	8%
<b>Expenses Total</b>	<b>1,342,920</b>	<b>103,435</b>	<b>8%</b>	<b>1,420,890</b>	<b>92,477</b>	<b>7%</b>
<b>176 HUMAN SERVICES FUND</b>						
<b>Revenue</b>						
Interest Income	6,000	2,281	38%	6,000	6,721	112%
Intergovernmental Revenue	335,000	0	0%	114,000	9,928	9%
Other Revenue	20,000	0	0%	20,000	0	0%
Property Taxes	3,650,000	0	0%	3,360,000	0	0%
<b>Revenue Total</b>	<b>4,011,000</b>	<b>2,281</b>	<b>0%</b>	<b>3,500,000</b>	<b>16,649</b>	<b>0%</b>
<b>Expenses</b>						
Community Sponsored Organizations	60,000	0	0%	60,000	0	0%
Miscellaneous	210,000	13,816	7%	210,000	0	0%
Salary and Benefits	3,288,979	219,418	7%	2,654,369	113,226	4%
Services and Supplies	2,801,998	10,470	0%	2,334,063	7,227	0%
<b>Expenses Total</b>	<b>6,360,977</b>	<b>243,704</b>	<b>4%</b>	<b>5,258,432</b>	<b>120,454</b>	<b>2%</b>
<b>177 REPARATIONS FUND</b>						
<b>Revenue</b>						
Interest Income	2,500	101	4%	2,500	5,704	228%
Intergovernmental Revenue	100,000	0	0%	100,000	0	0%
Other Revenue				0	424	
Other Taxes	1,200,000	176,403	15%	1,400,000	95,264	7%
<b>Revenue Total</b>	<b>1,302,500</b>	<b>176,504</b>	<b>14%</b>	<b>1,502,500</b>	<b>101,392</b>	<b>7%</b>
<b>Expenses</b>						
Miscellaneous	1,200,000	11,100	1%	3,400,000	50,000	1%
Services and Supplies	101,000	189	0%	101,000	105	0%
<b>Expenses Total</b>	<b>1,301,000</b>	<b>11,289</b>	<b>1%</b>	<b>3,501,000</b>	<b>50,105</b>	<b>1%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>178 SUSTAINABILITY FUND</b>						
<b>Revenue</b>						
Fines and Forfeitures	10,000	0	0%			
Interest Income	2,000	1,464	73%	2,000	3,035	152%
Interfund Transfers	800,000	25,000	3%	700,000	16,667	2%
Intergovernmental Revenue	260,000	0	0%	10,000	0	0%
Licenses, Permits and Fees	0	43,330		500,000	36,470	7%
Other Revenue	500,000	0	0%	650,000	0	0%
<b>Revenue Total</b>	<b>1,572,000</b>	<b>69,794</b>	<b>4%</b>	<b>1,862,000</b>	<b>56,172</b>	<b>3%</b>
<b>Expenses</b>						
Community Sponsored Organizations	500,000	0	0%	500,000	0	0%
Miscellaneous	190,000	0	0%	525,000	0	0%
Salary and Benefits	400,513	19,698	5%	250,368	9,576	4%
Services and Supplies	616,000	3,404	1%	725,120	49	0%
<b>Expenses Total</b>	<b>1,706,513</b>	<b>23,102</b>	<b>1%</b>	<b>2,000,488</b>	<b>9,625</b>	<b>0%</b>
<b>180 GOOD NEIGHBOR FUND</b>						
<b>Revenue</b>						
Interest Income	0	1,305		1,000	690	69%
Other Revenue	3,000,000	0	0%	3,000,000	0	0%
<b>Revenue Total</b>	<b>3,000,000</b>	<b>1,305</b>	<b>0%</b>	<b>3,001,000</b>	<b>690</b>	<b>0%</b>
<b>Expenses</b>						
Interfund Transfers	3,000,000	0	0%	3,000,000	0	0%
Miscellaneous	164,000	0	0%	314,000	0	0%
Services and Supplies	0	30		0	11	
<b>Expenses Total</b>	<b>3,164,000</b>	<b>30</b>	<b>0%</b>	<b>3,314,000</b>	<b>11</b>	<b>0%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>185 LIBRARY FUND</b>						
<b>Revenue</b>						
Charges for Services	1,000	27	3%	400	1,333	333%
Interest Income	25,000	25,604	102%	25,000	22,821	91%
Interfund Transfers	173,750	0	0%	216,999	0	0%
Intergovernmental Revenue	155,000	0	0%	200,213	0	0%
Library Revenue	82,000	7,875	10%	109,394	0	0%
Other Revenue	402,000	50,871	13%	405,000	0	0%
Property Taxes	8,624,347	0	0%	8,213,664	0	0%
<b>Revenue Total</b>	<b>9,463,097</b>	<b>84,377</b>	<b>1%</b>	<b>9,170,670</b>	<b>24,154</b>	<b>0%</b>
<b>Expenses</b>						
Capital Outlay	2,000	0	0%	3,500	0	0%
Insurance and Other Chargebacks				0	168	
Interfund Transfers	360,325	30,027	8%	360,325	30,026	8%
Salary and Benefits	7,497,302	455,349	6%	7,264,128	225,809	3%
Services and Supplies	2,147,619	115,700	5%	2,313,194	64,935	3%
<b>Expenses Total</b>	<b>10,007,246</b>	<b>601,075</b>	<b>6%</b>	<b>9,941,147</b>	<b>320,938</b>	<b>3%</b>
<b>186 LIBRARY DEBT SERVICE FUND</b>						
<b>Revenue</b>						
Property Taxes	576,946	0	0%	574,677	0	0%
<b>Revenue Total</b>	<b>576,946</b>	<b>0</b>	<b>0%</b>	<b>574,677</b>	<b>0</b>	<b>0%</b>
<b>Expenses</b>						
Debt Service	576,946	0	0%	574,677	0	0%
<b>Expenses Total</b>	<b>576,946</b>	<b>0</b>	<b>0%</b>	<b>574,677</b>	<b>0</b>	<b>0%</b>
<b>187 LIBRARY CAPITAL IMPROVEMENT FD</b>						
<b>Revenue</b>						
Other Revenue	1,900,000	0	0%	550,000	0	0%
<b>Revenue Total</b>	<b>1,900,000</b>	<b>0</b>	<b>0%</b>	<b>550,000</b>	<b>0</b>	<b>0%</b>
<b>Expenses</b>						
Capital Outlay	1,900,000	0	0%	550,000	-9,920	-2%
<b>Expenses Total</b>	<b>1,900,000</b>	<b>0</b>	<b>0%</b>	<b>550,000</b>	<b>-9,920</b>	<b>-2%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>200 MOTOR FUEL TAX FUND</b>						
<b>Revenue</b>						
Interest Income	50,000	28,158	56%	15,000	29,317	195%
Intergovernmental Revenue	3,300,000	293,310	9%	2,986,239	304,861	10%
<b>Revenue Total</b>	<b>3,350,000</b>	<b>321,469</b>	<b>10%</b>	<b>3,001,239</b>	<b>334,177</b>	<b>11%</b>
<b>Expenses</b>						
Capital Outlay	4,469,650	0	0%	4,405,000	0	0%
Salary and Benefits				325,000	0	0%
Services and Supplies	1,890,000	1,022	0%	1,890,000	35	0%
<b>Expenses Total</b>	<b>6,359,650</b>	<b>1,022</b>	<b>0%</b>	<b>6,620,000</b>	<b>35</b>	<b>0%</b>
<b>205 EMERGENCY TELEPHONE (E911) FUND</b>						
<b>Revenue</b>						
Interest Income	15,000	1,154	8%	7,000	4,112	59%
Other Taxes	1,450,000	0	0%	1,450,000	0	0%
<b>Revenue Total</b>	<b>1,465,000</b>	<b>1,154</b>	<b>0%</b>	<b>1,457,000</b>	<b>4,112</b>	<b>0%</b>
<b>Expenses</b>						
Capital Outlay	445,000	0	0%	480,000	0	0%
Insurance and Other Chargebacks	19,142	1,595	8%	19,142	1,595	8%
Interfund Transfers	100,000	8,333	8%	100,000	8,333	8%
Salary and Benefits	903,749	76,133	8%	810,331	26,893	3%
Services and Supplies	394,950	9,760	2%	368,350	14,292	4%
<b>Expenses Total</b>	<b>1,862,841</b>	<b>95,821</b>	<b>5%</b>	<b>1,777,823</b>	<b>51,113</b>	<b>3%</b>
<b>206 FOREIGN FIRE INSURANCE</b>						
<b>Revenue</b>						
Interfund Transfers				0	27,500	
Other Taxes	250,000	0	0%			
<b>Revenue Total</b>	<b>250,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>27,500</b>	
<b>Expenses</b>						
Capital Outlay	200,000	0	0%			
<b>Expenses Total</b>	<b>200,000</b>	<b>0</b>	<b>0%</b>			
<b>210 SPECIAL SERVICE AREA (SSA) #9</b>						
<b>Revenue</b>						
Interest Income	0	5		0	1,410	
Property Taxes	642,145	0	0%	592,665	0	0%
<b>Revenue Total</b>	<b>642,145</b>	<b>5</b>	<b>0%</b>	<b>592,665</b>	<b>1,410</b>	<b>0%</b>
<b>Expenses</b>						
Services and Supplies	642,145	0	0%	575,000	0	0%
<b>Expenses Total</b>	<b>642,145</b>	<b>0</b>	<b>0%</b>	<b>575,000</b>	<b>0</b>	<b>0%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>215 CDBG FUND</b>						
<b>Revenue</b>						
Interest Income	0	416				
Intergovernmental Revenue	2,616,400	0	0%	3,068,463	0	0%
<b>Revenue Total</b>	<b>2,616,400</b>	<b>416</b>	<b>0%</b>	<b>3,068,463</b>	<b>0</b>	<b>0%</b>
<b>Expenses</b>						
Capital Outlay	1,160,000	0	0%	0	6,470	
Community Sponsored Organizations				75,000	0	0%
Miscellaneous	2,198,445	0	0%	2,341,499	0	0%
Salary and Benefits	319,903	22,765	7%	681,559	20,636	3%
Services and Supplies	110,650	1	0%	17,480	0	0%
<b>Expenses Total</b>	<b>3,788,998</b>	<b>22,766</b>	<b>1%</b>	<b>3,115,538</b>	<b>27,105</b>	<b>1%</b>
<b>220 CDBG LOAN FUND</b>						
<b>Revenue</b>						
Interest Income	5,000	1,386	28%	5,000	3,145	63%
Other Revenue	301,565	1,115	0%	443,121	1,212	0%
<b>Revenue Total</b>	<b>306,565</b>	<b>2,501</b>	<b>1%</b>	<b>448,121</b>	<b>4,357</b>	<b>1%</b>
<b>Expenses</b>						
Services and Supplies	306,565	0	0%	440,000	0	0%
<b>Expenses Total</b>	<b>306,565</b>	<b>0</b>	<b>0%</b>	<b>440,000</b>	<b>0</b>	<b>0%</b>
<b>235 NEIGHBORHOOD IMPROVEMENT</b>						
<b>Revenue</b>						
Interest Income	0	29		0	84	
<b>Revenue Total</b>	<b>0</b>	<b>29</b>		<b>0</b>	<b>84</b>	
<b>Expenses</b>						
Services and Supplies				0	1	
<b>Expenses Total</b>				<b>0</b>	<b>1</b>	
<b>240 HOME FUND</b>						
<b>Revenue</b>						
Interest Income	150	106	71%	150	54	36%
Intergovernmental Revenue	2,256,469	0	0%	2,345,000	0	0%
Other Revenue	25,000	4,439	18%	25,000	2,407	10%
<b>Revenue Total</b>	<b>2,281,619</b>	<b>4,545</b>	<b>0%</b>	<b>2,370,150</b>	<b>2,461</b>	<b>0%</b>
<b>Expenses</b>						
Insurance and Other Chargebacks	1,150,000	0	0%	1,150,000	0	0%
Miscellaneous	2,000	0	0%	2,000	199	10%
Salary and Benefits	42,847	2,783	6%	68,137	2,818	4%
Services and Supplies	1,081,065	5	0%	801,065	5	0%
<b>Expenses Total</b>	<b>2,275,912</b>	<b>2,788</b>	<b>0%</b>	<b>2,021,202</b>	<b>3,022</b>	<b>0%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>250 AFFORDABLE HOUSING FUND</b>						
<b>Revenue</b>						
Interest Income	40,000	17,442	44%	8,000	13,769	172%
Interfund Transfers	1,000,000	0	0%	1,000,000	0	0%
Intergovernmental Revenue				145,000	0	0%
Other Revenue	130,000	833	1%	130,000	31,667	24%
Other Taxes	50,000	0	0%	50,000	0	0%
<b>Revenue Total</b>	<b>1,220,000</b>	<b>18,275</b>	<b>1%</b>	<b>1,333,000</b>	<b>45,435</b>	<b>3%</b>
<b>Expenses</b>						
Community Sponsored Organizations				154,000	0	0%
Insurance and Other Chargebacks				11,000	0	0%
Miscellaneous	1,001,500	0	0%	1,051,500	0	0%
Salary and Benefits	175,980	6,481	4%	41,038	2,818	7%
Services and Supplies	1,185,000	5	0%	1,670,000	5	0%
<b>Expenses Total</b>	<b>2,362,480</b>	<b>6,486</b>	<b>0%</b>	<b>2,927,538</b>	<b>2,823</b>	<b>0%</b>
<b>320 DEBT SERVICE FUND</b>						
<b>Revenue</b>						
Interest Income	10,000	35,211	352%	10,000	10,169	102%
Interfund Transfers	1,822,547	132,660	7%	2,693,941	134,191	5%
Other Revenue	0	0		0	1,959	
Property Taxes	12,766,093	0	0%	12,766,093	0	0%
<b>Revenue Total</b>	<b>15,991,861</b>	<b>167,871</b>	<b>1%</b>	<b>15,470,034</b>	<b>146,320</b>	<b>1%</b>
<b>Expenses</b>						
Debt Service	15,981,861	0	0%	15,460,034	0	0%
Services and Supplies	7,000	0	0%	6,600	6,302	95%
<b>Expenses Total</b>	<b>15,988,861</b>	<b>0</b>	<b>0%</b>	<b>15,466,634</b>	<b>6,302</b>	<b>0%</b>
<b>330 HOWARD-RIDGE TIF FUND</b>						
<b>Revenue</b>						
Interest Income	12,000	673	6%	10,000	7,842	78%
Other Revenue	0	3,500		5,000	0	0%
Property Taxes	1,336,000	0	0%	1,100,000	0	0%
<b>Revenue Total</b>	<b>1,348,000</b>	<b>4,173</b>	<b>0%</b>	<b>1,115,000</b>	<b>7,842</b>	<b>1%</b>
<b>Expenses</b>						
Capital Outlay	100,000	0	0%	50,000	0	0%
Interfund Transfers	343,913	28,659	8%	363,513	30,293	8%
Miscellaneous	350,000	0	0%			
Services and Supplies	63,500	0	0%	65,000	-243	0%
<b>Expenses Total</b>	<b>857,413</b>	<b>28,659</b>	<b>3%</b>	<b>478,513</b>	<b>30,050</b>	<b>6%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>335 WEST EVANSTON TIF FUND</b>						
<b>Revenue</b>						
Interest Income	6,000	967	16%	5,000	14,259	285%
Property Taxes	2,211,000	0	0%	1,450,000	0	0%
<b>Revenue Total</b>	<b>2,217,000</b>	<b>967</b>	<b>0%</b>	<b>1,455,000</b>	<b>14,259</b>	<b>1%</b>
<b>Expenses</b>						
Capital Outlay	1,560,790	0	0%	3,315,000	0	0%
Interfund Transfers	110,550	9,213	8%	75,000	6,250	8%
Miscellaneous	52,000	0	0%	12,000	0	0%
Services and Supplies	1,100,000	2	0%	1,005,000	77,945	8%
<b>Expenses Total</b>	<b>2,823,340</b>	<b>9,215</b>	<b>0%</b>	<b>4,407,000</b>	<b>84,195</b>	<b>2%</b>
<b>340 DEMPSTER-DODGE TIF FUND</b>						
<b>Revenue</b>						
Interest Income	3,000	353	12%	1,000	2,718	272%
Property Taxes	488,000	0	0%	180,000	0	0%
<b>Revenue Total</b>	<b>491,000</b>	<b>353</b>	<b>0%</b>	<b>181,000</b>	<b>2,718</b>	<b>2%</b>
<b>Expenses</b>						
Interfund Transfers	193,343	16,112	8%	176,857	14,738	8%
Miscellaneous	10,000	0	0%			
Services and Supplies	2,000	0	0%	2,000	-647	-32%
<b>Expenses Total</b>	<b>205,343</b>	<b>16,112</b>	<b>8%</b>	<b>178,857</b>	<b>14,091</b>	<b>8%</b>
<b>345 CHICAGO-MAIN TIF</b>						
<b>Revenue</b>						
Interest Income	10,000	323	3%	5,000	9,593	192%
Other Revenue				1,880,000	0	0%
Property Taxes	1,295,000	0	0%	1,000,000	0	0%
<b>Revenue Total</b>	<b>1,305,000</b>	<b>323</b>	<b>0%</b>	<b>2,885,000</b>	<b>9,593</b>	<b>0%</b>
<b>Expenses</b>						
Capital Outlay	260,000	0	0%	260,000	0	0%
Interfund Transfers	307,990	25,666	8%	272,480	22,707	8%
Miscellaneous	540,000	0	0%	250,000	0	0%
Services and Supplies	50,010	1	0%	15,010	-242	-2%
<b>Expenses Total</b>	<b>1,158,000</b>	<b>25,667</b>	<b>2%</b>	<b>797,490</b>	<b>22,465</b>	<b>3%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>350 SPECIAL SERVICE AREA (SSA) #6</b>						
<b>Revenue</b>						
Interest Income	250	101	40%	250	1,368	547%
Property Taxes	221,000	0	0%	221,000	0	0%
<b>Revenue Total</b>	<b>221,250</b>	<b>101</b>	<b>0%</b>	<b>221,250</b>	<b>1,368</b>	<b>1%</b>
<b>Expenses</b>						
Services and Supplies	220,000	0	0%	220,000	0	0%
<b>Expenses Total</b>	<b>220,000</b>	<b>0</b>	<b>0%</b>	<b>220,000</b>	<b>0</b>	<b>0%</b>
<b>355 SPECIAL SERVICE AREA (SSA) #7</b>						
<b>Revenue</b>						
Interest Income	200	8	4%	200	327	163%
Property Taxes	142,000	0	0%	142,000	0	0%
<b>Revenue Total</b>	<b>142,200</b>	<b>8</b>	<b>0%</b>	<b>142,200</b>	<b>327</b>	<b>0%</b>
<b>Expenses</b>						
Services and Supplies	140,000	0	0%	140,000	0	0%
<b>Expenses Total</b>	<b>140,000</b>	<b>0</b>	<b>0%</b>	<b>140,000</b>	<b>0</b>	<b>0%</b>
<b>360 SPECIAL SERVICE AREA (SSA) #8</b>						
<b>Revenue</b>						
Interest Income	0	3		0	149	
Property Taxes	60,200	0	0%	60,200	0	0%
<b>Revenue Total</b>	<b>60,200</b>	<b>3</b>	<b>0%</b>	<b>60,200</b>	<b>149</b>	<b>0%</b>
<b>Expenses</b>						
Services and Supplies	60,200	0	0%	60,200	0	0%
<b>Expenses Total</b>	<b>60,200</b>	<b>0</b>	<b>0%</b>	<b>60,200</b>	<b>0</b>	<b>0%</b>
<b>361 SPECIAL SERVICE AREA (SSA) #10</b>						
<b>Revenue</b>						
Property Taxes	92,624	0	0%			
<b>Revenue Total</b>	<b>92,624</b>	<b>0</b>	<b>0%</b>			
<b>Expenses</b>						
Services and Supplies	90,000	0	0%			
<b>Expenses Total</b>	<b>90,000</b>	<b>0</b>	<b>0%</b>			

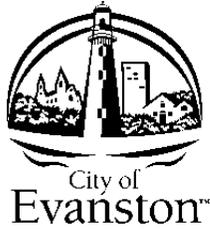
Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>365 FIVE FIFTH TIF FUND</b>						
<b>Revenue</b>						
Interest Income	1,000	314	31%			
Property Taxes	1,477,000	0	0%			
<b>Revenue Total</b>	<b>1,478,000</b>	<b>314</b>	<b>0%</b>			
<b>Expenses</b>						
Capital Outlay	140,520	0	0%			
Interfund Transfers	73,850	6,154	8%			
Miscellaneous	60,000	0	0%			
Services and Supplies	950,000	0	0%	100,000	-647	-1%
<b>Expenses Total</b>	<b>1,224,370</b>	<b>6,154</b>	<b>1%</b>	<b>100,000</b>	<b>-647</b>	<b>-1%</b>
<b>415 CAPITAL IMPROVEMENTS FUND</b>						
<b>Revenue</b>						
Interest Income	75,000	13,856	18%	0	32,408	
Intergovernmental Revenue	5,027,000	400,000	8%	1,470,000	276,325	19%
Licenses, Permits and Fees	0	5,292				
Other Revenue	21,225,000	19,000	0%	23,283,500	8,704	0%
<b>Revenue Total</b>	<b>26,327,000</b>	<b>438,148</b>	<b>2%</b>	<b>24,753,500</b>	<b>317,437</b>	<b>1%</b>
<b>Expenses</b>						
Capital Outlay	24,532,000	149	0%	23,358,500	2,530	0%
Services and Supplies	1,690,000	4,525	0%	1,860,000	3,265	0%
<b>Expenses Total</b>	<b>26,222,000</b>	<b>4,674</b>	<b>0%</b>	<b>25,218,500</b>	<b>5,795</b>	<b>0%</b>
<b>416 CROWN CONSTRUCTION FUND</b>						
<b>Revenue</b>						
Interest Income	10,000	6,221	62%	10,000	13,803	138%
Other Revenue	1,000,000	2,050	0%	1,000,000	2,344	0%
<b>Revenue Total</b>	<b>1,010,000</b>	<b>8,272</b>	<b>1%</b>	<b>1,010,000</b>	<b>16,146</b>	<b>2%</b>
<b>Expenses</b>						
Capital Outlay	200,000	0	0%	200,000	0	0%
Interfund Transfers	588,369	49,031	8%	619,118	51,593	8%
Services and Supplies	60	5	8%	60	5	8%
<b>Expenses Total</b>	<b>788,429</b>	<b>49,036</b>	<b>6%</b>	<b>819,178</b>	<b>51,598</b>	<b>6%</b>
<b>417 CROWN COMMUNITY CTR MAINTENANCE</b>						
<b>Revenue</b>						
Interfund Transfers	175,000	14,583	8%	175,000	14,583	8%
<b>Revenue Total</b>	<b>175,000</b>	<b>14,583</b>	<b>8%</b>	<b>175,000</b>	<b>14,583</b>	<b>8%</b>
<b>Expenses</b>						
Capital Outlay	175,000	0	0%	175,000	0	0%
<b>Expenses Total</b>	<b>175,000</b>	<b>0</b>	<b>0%</b>	<b>175,000</b>	<b>0</b>	<b>0%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>420 SPECIAL ASSESSMENT FUND</b>						
<b>Revenue</b>						
Interest Income	20,000	4,967	25%	35,000	3,963	11%
Other Taxes	200,000	33,977	17%	125,000	70,211	56%
<b>Revenue Total</b>	<b>220,000</b>	<b>38,944</b>	<b>18%</b>	<b>160,000</b>	<b>74,174</b>	<b>46%</b>
<b>Expenses</b>						
Capital Outlay	1,650,000	0	0%	452,500	0	0%
Interfund Transfers	230,631	0	0%	425,652	7,667	2%
Services and Supplies	50	5	10%	50	5	10%
<b>Expenses Total</b>	<b>1,880,681</b>	<b>5</b>	<b>0%</b>	<b>878,202</b>	<b>7,672</b>	<b>1%</b>
<b>505 PARKING SYSTEM FUND</b>						
<b>Revenue</b>						
Charges for Services	8,980,000	716,624	8%	8,420,000	825,731	10%
Interest Income	40,000	8,151	20%	25,000	11,292	45%
Intergovernmental Revenue				1,100,000	0	0%
Licenses, Permits and Fees	300,000	0	0%			
Other Revenue	538,900	12,875	2%	422,900	17,410	4%
<b>Revenue Total</b>	<b>9,858,900</b>	<b>737,650</b>	<b>7%</b>	<b>9,967,900</b>	<b>854,433</b>	<b>9%</b>
<b>Expenses</b>						
Capital Outlay	2,425,000	0	0%	0	0	
Debt Service	76,900	0	0%	79,150	0	0%
Insurance and Other Chargebacks	369,077	30,756	8%	369,077	30,756	8%
Interfund Transfers	3,180,390	265,032	8%	3,180,390	265,032	8%
Salary and Benefits	1,310,682	92,040	7%	1,582,397	62,446	4%
Services and Supplies	4,521,650	258,684	6%	4,220,350	293,906	7%
<b>Expenses Total</b>	<b>11,883,699</b>	<b>646,512</b>	<b>5%</b>	<b>9,431,364</b>	<b>652,140</b>	<b>7%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>510 WATER FUND</b>						
<b>Revenue</b>						
Charges for Services	28,625,100	2,152,574	8%	25,259,051	1,802,350	7%
Interest Income	150,000	55,125	37%	70,000	52,950	76%
Licenses, Permits and Fees	50,000	0	0%	50,000	6,619	13%
Other Revenue	35,718,235	3,838,706	11%	66,234,150	-53,620	0%
<b>Revenue Total</b>	<b>64,543,335</b>	<b>6,046,406</b>	<b>9%</b>	<b>91,613,201</b>	<b>1,808,299</b>	<b>2%</b>
<b>Expenses</b>						
Capital Outlay	37,825,905	0	0%	58,470,500	0	0%
Contingencies				1,000	0	0%
Debt Service	6,395,895	292,322	5%	4,826,609	289,908	6%
Insurance and Other Chargebacks	1,665,135	138,761	8%	1,665,135	140,575	8%
Interfund Transfers	4,363,000	363,584	8%	4,363,000	363,584	8%
Miscellaneous				10,000	0	0%
Salary and Benefits	7,478,277	504,149	7%	7,936,849	235,074	3%
Services and Supplies	11,060,370	48,750	0%	10,284,310	12,991	0%
<b>Expenses Total</b>	<b>68,788,582</b>	<b>1,347,566</b>	<b>2%</b>	<b>87,557,403</b>	<b>1,042,131</b>	<b>1%</b>
<b>515 SEWER FUND</b>						
<b>Revenue</b>						
Charges for Services	8,080,000	673,658	8%	10,229,424	641,573	6%
Interest Income	80,000	11,730	15%	25,000	10,179	41%
Other Revenue	1,000	0	0%	1,000	4,990	499%
<b>Revenue Total</b>	<b>8,161,000</b>	<b>685,388</b>	<b>8%</b>	<b>10,255,424</b>	<b>656,743</b>	<b>6%</b>
<b>Expenses</b>						
Capital Outlay	3,820,000	0	0%	2,950,000	0	0%
Debt Service	2,668,164	19,461	1%	3,550,270	19,461	1%
Insurance and Other Chargebacks	369,800	30,817	8%	369,800	30,817	8%
Interfund Transfers	1,642,251	136,854	8%	1,271,321	105,943	8%
Salary and Benefits	1,444,286	86,117	6%	1,546,276	45,480	3%
Services and Supplies	538,500	3,132	1%	1,718,600	341	0%
<b>Expenses Total</b>	<b>10,483,001</b>	<b>276,381</b>	<b>3%</b>	<b>11,406,267</b>	<b>202,042</b>	<b>2%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>520 SOLID WASTE FUND</b>						
<b>Revenue</b>						
Charges for Services	5,267,000	331,202	6%	4,902,674	308,219	6%
Interest Income	3,000	3,730	124%	3,000	2,327	78%
Interfund Transfers	100,000	0	0%	100,000	0	0%
Licenses, Permits and Fees	351,000	264	0%	375,000	104	0%
Other Revenue	39,350	386	1%	38,000	341	1%
Property Taxes	950,000	0	0%	1,332,500	0	0%
<b>Revenue Total</b>	<b>6,710,350</b>	<b>335,583</b>	<b>5%</b>	<b>6,751,174</b>	<b>310,991</b>	<b>5%</b>
<b>Expenses</b>						
Capital Outlay	825,000	734	0%	850,000	0	0%
Interfund Transfers	418,600	34,883	8%	418,600	34,883	8%
Miscellaneous	30,000	0	0%	30,000	0	0%
Salary and Benefits	1,858,244	126,016	7%	1,893,717	64,942	3%
Services and Supplies	3,793,214	3,587	0%	4,081,466	78	0%
<b>Expenses Total</b>	<b>6,925,058</b>	<b>165,220</b>	<b>2%</b>	<b>7,273,783</b>	<b>99,903</b>	<b>1%</b>
<b>600 FLEET SERVICES FUND</b>						
<b>Revenue</b>						
Charges for Services	4,216,140	351,344	8%	4,216,140	351,344	8%
Interest Income	1,000	437	44%	1,000	0	0%
Other Revenue	44,000	0	0%	44,000	0	0%
<b>Revenue Total</b>	<b>4,261,140</b>	<b>351,781</b>	<b>8%</b>	<b>4,261,140</b>	<b>351,344</b>	<b>8%</b>
<b>Expenses</b>						
Salary and Benefits	1,715,375	118,797	7%	1,624,232	65,153	4%
Services and Supplies	2,488,890	34,078	1%	2,588,890	800	0%
<b>Expenses Total</b>	<b>4,204,265</b>	<b>152,875</b>	<b>4%</b>	<b>4,213,122</b>	<b>65,953</b>	<b>2%</b>
<b>601 EQUIPMENT REPLACEMENT FUND</b>						
<b>Revenue</b>						
Charges for Services	874,885	72,907	8%	754,885	62,907	8%
Interest Income	2,000	4,560	228%	2,000	4,625	231%
Interfund Transfers	1,500,000	0	0%			
Intergovernmental Revenue				1,250,000	0	0%
Other Revenue	50,000	2,968	6%	25,000	0	0%
<b>Revenue Total</b>	<b>2,426,885</b>	<b>80,434</b>	<b>3%</b>	<b>2,031,885</b>	<b>67,532</b>	<b>3%</b>
<b>Expenses</b>						
Capital Outlay	5,296,912	3,499	0%	3,365,167	0	0%
Services and Supplies	200,000	106	0%	0	74	0%
<b>Expenses Total</b>	<b>5,496,912</b>	<b>3,605</b>	<b>0%</b>	<b>3,365,167</b>	<b>74</b>	<b>0%</b>

Funds	2025 Budget	2025 YTD Actual	% of Budget	2024 Budget	2024 YTD Actual	% of Budget
<b>605 INSURANCE FUND</b>						
<b>Revenue</b>						
Charges for Services	0	167				
Insurance	10,175,654	643,882	6%	10,098,091	689,850	7%
Interest Income	0	7,166		0	9,064	
Other Revenue	12,180,000	510,391	4%	12,859,571	470,489	4%
Workers Compensation and Liability	886,000	71,489	8%	886,000	62,422	7%
<b>Revenue Total</b>	<b>23,241,654</b>	<b>1,233,094</b>	<b>5%</b>	<b>23,843,662</b>	<b>1,231,825</b>	<b>5%</b>
<b>Expenses</b>						
Insurance and Other Chargebacks	18,412,500	1,557,621	8%	19,330,965	1,477,353	8%
Salary and Benefits	193	347	180%	3,805	478	13%
Services and Supplies	3,961,000	1,930,785	49%	3,660,000	1,585,674	43%
<b>Expenses Total</b>	<b>22,373,693</b>	<b>3,488,753</b>	<b>16%</b>	<b>22,994,770</b>	<b>3,063,505</b>	<b>13%</b>



## Memorandum

To: Honorable Mayor and Members of the City Council  
From: Elizabeth Williams, Planning & Zoning Manager  
Subject: Weekly Zoning Report  
Date: March 7, 2025

Enclosed is the weekly report of zoning applications received and pending. The report, organized by ward, includes the property address, zoning district, the type of application submitted, a description of the project, date received, and current status.

Please contact me at (224) 296-4489 or [ewilliams@cityofevanston.org](mailto:ewilliams@cityofevanston.org) if you have any questions or need additional information.

**Cases Received and Pending, February 27, 2025 - March 5, 2025**

**Backlog (business days received until reviewed): 6**

**Volume (number of cases pending initial staff review): 19**

**Zoning Reviews**

<b>Ward</b>	<b>Property Address</b>	<b>Zoning</b>	<b>Type</b>	<b>Project Description</b>	<b>Received</b>	<b>Status</b>
1	144 Greenwood Street	R1	Building Permit	Install a modular ramp with handrails	04/29/24	pending additional information from the applicant
1	1404 Forest Avenue	R1	Building Permit	Interior renovation of existing coach house (ADU)	10/09/24	non-compliant, pending revision by the applicant
1	605 Davis Street	D3	Zoning Analysis	Planned Development for a new 31-story 330' tall mixed-use building with ground floor retail and 447 dwelling units	12/26/24	non-compliant, pending revisions from the applicant
1	818 Church Street	D3	Building Permit	Remove and replace fire escape staircase	02/28/25	pending staff review
1	500 Davis Street	D1	Building Permit	Tenant improvement	03/05/25	pending staff review
2	2118 Lake Street	R2	Building Permit	Patio and retaining wall	05/01/24	pending additional information from the applicant
2	1812 Lake Street	R3	Building Permit	Garage	06/25/24	non-compliant, pending additional information/revisions from the applicant
2	1620 Darrow Avenue	R3	Building Permit	Addition	10/02/24	pending additional information and revision from the applicant
2	807 Asbury Avenue	R1	Building Permit	Deck, window and door replacement and installation	01/15/25	pending additional information from the applicant
2	1413 Grey Avenue	R2	Building Permit	Replace existing patio and walk	02/19/25	pending additional information from the applicant
2	1024 Florence Avenue	R3	Building Permit	Remove and replace back porch and stairs	02/19/25	pending revisions from the applicant
2	2318 Greenwood Street	R2	Building Permit	Garage, 20'x20'	03/06/25	pending staff review
3	1300 Chicago Avenue (1300-1306 Chicago Avenue), 601-615 Dempster Street, 1307 Sherman Place	B1/oDM	Zoning Analysis	Planned Development for a new 7-story mixed-use building with ground floor retail, enclosed parking on ground floor, 65 dwelling units, and modification of the existing 2-story retail building with 2 dwelling units above	06/24/24	non-compliant, pending additional information/revisions from the applicant
3	1115 Hinman Avenue	R1	Building Permit	Walk between residence and garage	10/30/24	pending additional information from the applicant
3	149 Burnham Place	R1	Building Permit	Reconfigure deck	11/19/24	pending additional information from the applicant
3	744 Judson Avenue	R1	Building Permit	Demolish existing garage, construct new 2-car detached garage	02/27/25	pending staff review
3	535 Judson Avenue	R1	Building Permit	Interior remodel	02/28/25	pending staff review
3	1043 Chicago Avenue	C2	Building Permit	Remove and replace ground floor storefront	02/28/25	pending staff review
3	801 Forest Avenue	R5	Building Permit	Demolish concrete landing and stair, construct new covered porch	03/05/25	pending staff review
4	990 Grove Street	D1	Zoning Analysis	Convert office space to work/live units on 1st floor and dwellings on floors 2-5	09/13/24	pending additional information from the applicant
4	1009 Wesley Avenue	R3	Building Permit	Carport	10/11/24	pending revisions from the applicant

5	1811 Church Street	B2/oWE	Building Permit	New 4-story mixed-use building with ground floor retail and 33 dwelling units (HODC)	08/18/23	pending revisions and additional information from the applicant
5	2209 Emerson Street	R3	Building Permit	Deck	03/25/24	pending additional information from the applicant
5	2027 Brown Avenue	R3	Building Permit	Concrete parking pad behind garage	05/09/24	non-compliant, pending revisions and/or variation application from the applicant
5	2112 Asbury Avenue	R3	Building Permit	Remove deck, replace with paver patio	05/16/24	pending additional information from the applicant
5	1420 Leonard Place	R3	Zoning Analysis	New efficiency home	07/23/24	pending revisions and additional information from the applicant
5	2311 Emerson Street	R3	Building Permit	3-season room addition and rear porch	08/09/24	pending additional information from the applicant
5	2115 Wesley Avenue	R3	Building Permit	Replace front porch deck, steps, and rails	09/16/24	pending additional information from the applicant
5	1836 Lemar Avenue	R2	Building Permit	Deck	10/01/24	non-compliant, pending revisions from the applicant
5	830 Hamlin Street	R4a	Building Permit	Paver patio	10/09/24	non-compliant, pending revisions from the applicant
5	2206 Maple Avenue	R4a	Zoning Analysis	Redevelopment existing surface parking lot for a new 5-story building with 30 dwellings and 29 parking spaces	10/11/24	non-compliant, pending revisions from the applicant
5	1655 Foster Street	OS	Building Permit	Antennas and related equipment	11/12/24	pending additional information from the applicant
5	1829 Grey Avenue	R3	Building Permit	Garage, 20'x30'	02/20/25	non-compliant, pending minor variation application submittal from the applicant
6	2703 Hartzell Street	R1	Building Permit	walk between residence and garage	05/01/24	pending additional information/revisions from the applicant
6	2306 Central Park Avenue	R1	Building Permit	Front portico, deck, and replace exterior stairs	09/20/24	pending additional information from the applicant
6	2429 Cowper Avenue	R1	Building Permit	Paver patio	10/28/24	non-compliant, pending revision from the applicant
6	3238 Harrison Street	R1	Building Permit	Portico	11/08/24	pending additional information from the applicant
6	3111 Thayer Street	R1	Building Permit	Garage	01/21/25	pending additional information from the applicant
6	2418 Noyes Street	R1	Building Permit	3-season porch addition and new garage	01/27/25	pending additional information and revision from the applicant
6	2230 Lincolnwood Drive	R1	Building Permit	Demolish existing detached garage, construct new detached garage	01/27/25	pending additional information and revision from the applicant
6	3309 Hayes Street	R1	Building Permit	Additions at 1st and 2nd story	02/11/25	non-compliant, pending submittal of a minor variation application by applicant
6	2732 Thayer Street	R1	Building Permit	Rooftop mounted solar panels	02/20/25	pending additional information from the applicant

6	2831 Hartzell Street	R1	Building Permit	Patio	02/24/25	pending additional information from the applicant
6	3233 Central Street	R4/oCS	Zoning Analysis	Construct 10 townhomes (single-family attached) with 5 4-car detached garages	02/25/25	pending staff review
6	2646 Ewing Avenue	R1	Zoning Analysis	Alteration to create ADU in basement of a 2-flat	02/27/25	pending staff review
6	2502 Princeton Avenue	R2	Building Permit	Demolish porch, construct enclosed sunroom and entry landing	03/03/25	pending staff review
6	2736 Hartzell Street	R1	Building Permit	Remove and replace deck and patio	03/03/25	pending staff review
7	1806 Chancellor Street	R1	Building Permit	Remove patio, re-install patio, stepping stones, grill pad, and patio maintenance	06/20/24	pending additional information from the applicant
7	625 Clinton Place	R1	Building Permit	Remove and replace brick paver parking pad	07/01/24	pending additional information from the applicant
7	1501 Central Street	U2	Building Permit	Parking lots, plaza, and landscaping for Ryan Stadium (NU)	07/08/24	pending additional information from the applicant
7	2000 Grant Street	R1	Building Permit	Replace front steps and portion of walk	11/04/24	pending additional information from the applicant
7	1501 Central Street	U2	Zoning Analysis	Demolish softball field bleachers and press box, construct new bleachers, pressbox, lighting, speakers, and associated improvements (NU - Sharon J. Drysdale Field)	12/26/24	pending additional information from the applicant
7	2149 Pioneer Road	R1	Building Permit	Mudroom replacement and exterior remodel	01/06/25	pending revision from the applicant
7	2010 Hawthorne Lane	R1	Building Permit	Pave driveway	01/09/25	pending additional information from the applicant
7	2711 Woodbine Avenue	R1	Building Permit	Attic renovation	02/13/25	revisions submitted by applicant, pending staff review
7	2215 Lincoln Street	R1	Building Permit	Front porch	02/13/25	pending revisions from the applicant
7	2680 Prairie Avenue	R4a	Building Permit	Patio	02/17/25	pending additional information from the applicant
7	2738 Garrison Avenue	R1	Building Permit	Deck	02/19/25	pending additional information from the applicant
7	2316 Brown Avenue	R3	Building Permit	Interior remodel to construct a kitchen in basement	02/24/25	pending additional information from the applicant
7	1925 Noyes Street	R1	Zoning Analysis	Demolish existing single-family residence and detached garage, construct new single-family residence and detached garage with an ADU	02/25/25	pending staff review
7	1724 Isabella Street	R1	Building Permit	Interior alterations and deck	02/28/25	pending staff review
7	2012 Central Street	B1a/oCS	Building Permit	Interior remodel of existing commercial space	02/28/25	pending staff review
7	1221 Leonard Place	R1	Building Permit	Replace front and rear deck	03/05/25	pending staff review
7	1912 Colfax Avenue	R3	Building Permit	Construct roof over existing patio	03/05/25	pending staff review
7	1731 Jenks Street	R1	Building Permit	Garage	03/06/25	pending additional information from the applicant
8	1003 Dobson Street	R2	Zoning Analysis	Garage	11/15/24	additional information needed from the applicant
8	222 Chicago Avenue	C1a	Building Permit	Replace an antenna	03/05/25	pending staff review

9	2131 Keeney Street	R2	Building Permit	Driveway and walk	06/25/24	pending additional information from the applicant
9	611 Wesley Avenue	R3	Zoning Analysis	ADU	09/03/24	pending additional information from the applicant
9	1621 Monroe Street	R3	Building Permit	Interior remodel, basement kitchen	01/13/25	pending additional information from the applicant
9	2121 Oakton Street	R2	Building Permit	Detached garage, 20'x20'	02/20/05	pending additional information from the applicant
9	1110 Cleveland Street	R2	Building Permit	Remove and replace front porch	02/28/25	pending staff review
9	723 South Boulevard	R3	Building Permit	Interior gut rehab, new garage	03/03/25	pending staff review

**Pending building permit and zoning analysis reviews older than 6 months where there has not been activity are periodically removed from the zoning report.**

#### Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
2	900 Clark Street	RP	Planned Development	New 27-story mixed-use building with ground floor retail and 383 dwelling units	01/28/25	pending LUC 04/09/25
3	1028 Chicago Avenue	C2	Sign Variation	Sign height for 2 wall signs, one on the north facade and one on the south facade (Oscar Isberian Rugs)	02/11/25	pending staff review
5	2206 Maple Avenue	R4a	Major Variation	Major Variation for 30 dwelling units where 19 are permitted, 31 parking spaces where 49 are required, one short loading berth 25' in depth where 35' is required and covering 72% of the rear yard area where 40% is permitted in order to construct a new 5-story multi-family building	02/01/25	pending LUC 03/26/25
6	2628-32 Gross Point Road	B1a/oCS	Minor Variation	Patio located outside of a rear yard (Sarkis Cafe)	02/24/25	determination after 03/17/25
7	2515 Sherman Avenue	R1	Minor Variation	Building lot coverage and north interior side and east rear yard setbacks for proposed addition	01/19/25	pending additional information/revisions from the applicant
7	1915 Grant Street	R3	Special Use extension	Time extension for the approved Special Use, Ord. 18-O-24, to construct 12 efficiency homes	02/28/25	pending staff review
8	1905-1909 Howard Street	C1	Special Use Amendment	Amendment to existing Special Use approval for a Daycare Center - Child, A Step By Step Learning Academy, to permit an expansion of the daycare center	02/17/25	pending LUC 03/26/25
9	816-18 Reba Place	R5	Minor Variation	Rear yard setback and setback to roof overhang in order to construct a 2nd story addition to create an ADU over existing 3-car detached garage	02/26/25	pending application fee payment, public notice



To: Luke Stowe, City Manager

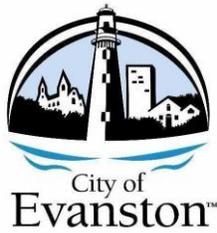
From: Angela Butler, Permit Services Supervisor

Subject: Monthly Construction Valuation and Permit Fee Report

Date: March 7, 2025

Enclosed is the monthly construction valuation and permit fee report. The report compares current month and year-to-date totals with those from 2024.

Please contact me at [abutler@cityofevanston.org](mailto:abutler@cityofevanston.org) if you have any questions or need additional information.



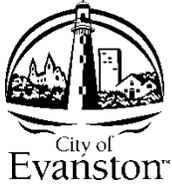
DATE: March 7, 2025  
 TO: Luke Stowe, City Manager  
 FROM: Angela Butler, Permit Services Supervisor  
 SUBJECT: February 2025 Construction Valuation and Permit Fee Report

**BUILDING PERMIT FEES**

Total Permit Fees Collected for the Month of February 2025	<b>656,925.56</b>
Total Permit Fees Collected Fiscal Year 2025	<b>\$3,728,473.77</b>
Total Permit fees Collected for the Month of February 2024	<b>\$991,366.95</b>
Total Permit Fees Collected Fiscal Year 2024	<b>\$1,278,239.03</b>

**CONSTRUCTION VALUES**

Total Construction Value for February 2025	<b>\$32,628,525.00</b>
Total Construction Value Fiscal Year 2025	<b>\$183,425,289.00</b>
Total Construction Value for February 2024	<b>\$ 31,087,134.00</b>
Total Construction Value Fiscal Year 2024	<b>\$ 45,329,500.00</b>



To: Luke Stowe, City Manager  
From: David Wilson, HVAC Building Inspector  
Subject: Weekly Field Inspection Report  
Date: March, 7 2025

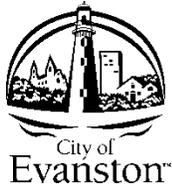
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

Please contact me at [davidwilson@cityofevanston.org](mailto: davidwilson@cityofevanston.org) if you have any questions or need additional information.

## Weekly Field Inspection Report

Friday, March 7, 2025

Ward	Property Address	Construction Type	Inspector Notes	Received
4	909 Davis	Interior Remodel	A Temporary Certificate of Occupancy has been issued for 2nd and 3rd floors . Second phase of moving has begun.	3/6/2025
4	1012 Church Street Northlight Theater	Assembly	No changes. Building plans have been submitted and are currently in review. Site and Northlight signage are in good condition. No construction fence at this time.	3/6/2025
*	*	*	*	*
*	Truck Route	*	No changes. Truck route continues to monitored for speed and debris.	3/6/2025
7	1501 Central Street	Demolition	No changes. Steel framing construction continues. Street sweepers continue to address roadway dust and debris. All trucks continue to pass through truck washing station with manual washing of trucks and street. Construction fence is in place and in good condition.	3/6/2025
*	*	*	*	*
*	*	*	*	*



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Ike Ogbo, Director, Department of Health & Human Services

Subject: Food Establishment License Application Weekly Report

Date: March 7, 2025

Ward	Property Address	Business Name	Date Received	Current Status
2	847 Dodge Ave	7-Eleven #27070C	2/22/25	Change of Ownership – pending inspection
4	719 Main St	Button Bakery	1/30/2025	Pending inspections
1	720 Clark St	Te' Amo	1/22/2025	Pending Building Permit
8	751 Howard St	Sabrosura Coffee Bar	1/09/2025	Pending Review & Inspections
1	1710 Sherman Ave	Tropical Smoothie Café	1/02/2025	Pending Permit Issuance
2	2223 Washington St	Chicky's Kitchen Creations (in the Aux)	1/02/2025	Pending inspections
4	1549 Sherman Ave	Mr. Cachito	12/26/2024	Pending Building Permit
4	804 Davis St	Paris Baguette	10/30/2024	Permit Issued – Pending Inspections
4	1633 Orrington Ave	Mira Sushi Restaurant & Bar	9/11/2024	2nd Inspection scheduled
2	1741 Maple Ave	Cozy Thai Cuisine (Relocating)	9/10/2024	Permits Issued – Inspections complete - Opened
8	1717 Howard St	Showkey African Cuisine	8/26/2024	Pending Permit Application
8	565 Howard St	T & E Productions	8/22/2024	Pending Permit Issuance
1	1710 Sherman Ave	Guzman y Gomez	8/16/2024	Permits Issued – Inspections complete – opening soon
3	1310 ½ Chicago Ave	Peeled Juice Bar	5/9/2024	Pending Permit Issuance
2	2223 Washington St	The Laundry Café (in The Aux)	4/23/2024	Building Permit Issued-Pending Inspections
7	1995 Campus Dr	NU Center East Lawn Redevelopment	4/5/2024	Building Permit Issued-Pending Inspections
5	1623 Simpson St	Free Flow Kitchen	3/21/2024	Building Permit Issued-Pending Inspections
1	1618 Sherman Ave	Life Time (Smoothie Bar)	3/19/2024	Permits Issued – Inspections complete – opening soon
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Health Inspection scheduled
3	517 Dempster St	Willa Donuts	3/5/2025	Pending review and permits



## Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

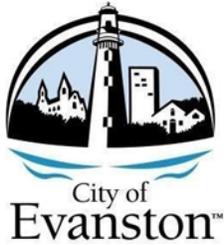
Date: March 7, 2025

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the type and description of license requested, and current status.

### Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of March 7, 2025

<b>WARD</b>	<b>BUSINESS NAME</b>	<b>BUSINESS ADDRESS</b>	<b>LIQUOR CLASS</b>	<b>CLASS DESCRIPTION</b>	<b>PROCESSED HOURS for LIQUOR SALES</b>	<b>STATUS</b>
<b>4</b>	The Grove Gallery	619 Grove St. Evanston, IL 60201	E	Entertainment Venue (Small)	11 a.m. — 1 a.m. (Mon-Thu); 11 a.m. — 2a.m. (Fri-Sat); 12p.m. — 1 a.m. (Sun)	Application Pending



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Sabrina Tamura, Deputy City Clerk

Subject: Monthly FOIA Report - February 2025

Date: March 6, 2025

Enclosed is the monthly report of FOIA requests. During the month of February, the City of Evanston received **289** requests.

If you need to submit a FOIA request, please email [foia@cityofevanston.org](mailto:foia@cityofevanston.org) or submit the form [online](#).

# City of Evanston Performance Report

February 1, 2025 - February 28, 2025 All departments

General Overview: Requests received, opened, and closed in this period.

<b>289</b> request(s) received Total number of new requests received during this reporting period.	<b>18122</b> total request(s) Total number of requests in the portal at the beginning of the reporting period.	<b>311</b> request(s) closed Total number of requests closed during this reporting period.
<b>175</b> request(s) open Total number of open requests by the end of this reporting period.	<b>68</b> request(s) overdue Total number of requests that became overdue in this reporting period.	<b>18</b> request(s) paused Total number of requests that were paused by the end of this reporting period.

Response and Fulfillment: How fast your agency responds to and fulfills requests

<b>71</b> late response(s) Total number of requests where an initial response was sent after the response window expired.	<b>4</b> day(s) to respond Median response time in days in this reporting period.	<b>4</b> day(s) to respond Average response time in days in this reporting period.
<b>126</b> fulfilled outside 5 days Number of requests closed beyond 5 days of request submission during this reporting period.	<b>51</b> fulfilled within 5 days Total number of requests closed within 5 days of request submission during this reporting period.	<b>9</b> day(s) to fulfillment Median number of days taken to fulfill all requests in this reporting period.

**14 day(s) to fulfillment**

Average number of days taken to fulfill all requests in this reporting period.

Staff Time: How much time staff has spent working on requests

**0.0 hour(s) spent**

Total number of hours staff spent on requests in this reporting period.

**0 median hour(s) spent**

Median number of hours staff spent on each request.

**0 average hour(s) spent**

Average number of hours staff spent on each request.

Staff Cost: How much money is spent fulfilling record requests

**\$0.00 dollars spent**

Total amount of money spent (from staff costs) fulfilling requests in this reporting period.

**\$0 median dollars spent**

Median amount of money spent (from staff costs) on each request.

**\$0 average dollars spent**

Average amount of money spent (from staff costs) on each request.

Cost Recovery: Payments received from requesters via NextRequest

**0 total invoices**

Total number of requests with invoices.

**\$0.00 dollars received**

Total amount of money received from all requests with invoices in this reporting period.

**\$0 median dollars earned**

Median amount of money received from each request with invoices in this reporting period.

## **\$0** average dollars earned

Average amount of money received from each request with invoices in this reporting period.

## Requests by Department

This table breaks down how many requests were received and closed by each department, as well as median fulfillment speed for each department in this reporting period.

Department	New	Closed	Median	Aver.
3-1-1	1	3	13	16
Accounting	0	0	0	0
Administrative Adjudication (Hearings)	0	1	7	7
Administrative Services	0	1	24	24
Budget	0	0	0	0
Building Code	7	6	6	7
Building Permits	19	19	6	7
City Clerk's Office	112	110	7	10
City Manager's Office	3	1	4	4
Collector's Office	1	3	8	13
Community Development	5	4	6	6
DO NOT USE: Information Technology (IT)	0	0	0	0
Economic Development	3	1	49	49
Email	40	24	17	19
Evanston Police Department Media	1	2	49	49
Facilities & Fleet Management	0	0	0	0

Finance	1	2	5	5
Fire	6	11	12	12
Health & Human Services	8	3	8	12
Historic Preservation	1	1	1	1
Housing and Grants	0	0	0	0
Human Resources (HR)	3	5	7	11
Legal	8	13	13	24
Library	0	0	0	0
OPS (Police Office of Professional Standards)	16	36	26	31
Parking/Fleet	1	1	24	24
Parks, Recreation, and Community Services (PRCS)	1	1	24	24
Police	133	147	6	9
Property Standards	23	22	7	7
Public Works	6	7	8	13
Purchasing	7	10	8	9
Sustainability	1	0	0	0
Trees Only (PWA)	0	0	0	0
Video Requests (Not Police Video Request)	4	4	7	8
Water	6	8	10	11
Zoning and Planning	3	3	5	5
Not Assigned	0	0	0	0

## Message Templates Report

This table includes all message templates used within this reporting period

Message Template	Time
5 Day Extension Request - Mark an "X" by the option that is applicable	109
ADDITIONAL RESPONSE TIME NEEDED	16
ADDITIONAL RESPONSE TIME NEEDED - BODY CAMERA FOOTAGE	1
ATTN: ATTORNEYS/INSURANCE/AGENTS	3
ATTORNEY-LETTER OF REPRESENTATION REQUIRED	2
Commercial Requester	3
Fulfilled - No Redactions [Use template if explanation of docs produced is necessary]	2
Fulfilled - Private Information Redacted	4
Notice to Narrow Request - fill in estimated pages and staff time	21
Proof of Identify Required - Documentation Request	2
Proof of Ownership - Housing Documentation Request	2
Property Liens	11
Real Estate Transfer Tax	1
Recurrent Requester	1

## Closure Response Report

This table includes all closure responses and totals used in this reporting period.

Closure Response	Times Use
Denial of Request	2
Denial of Request: 14 Day Unresponsive	14
Denial of Request: Duplicate Request	9
Denied: Partial	4
Fulfilled - Attorney-client privilege communication withheld	1
Fulfilled - Body Camera Footage Redacted	5
Fulfilled - No Redactions	154
Fulfilled - Private Documents Not Uploaded	2
Fulfilled - Private Information Redacted	84
No Responsive Documents	46

## Tag Report

This table includes the tags applied to requests opened in this reporting period.

Tag Name	Times Used
Commercial requester	2
"Recurrent requesters"	2

## Key Assumptions

### Requests Overdue

For requests that were closed prior to October 28, 2018 requests are counted as overdue only if they were overdue at the time the request was closed.

### Late Responses

A late response indicates that there were no documents released; no message or invoice sent to the requester; or that the request remained open past its due date.

### Response and Fulfillment Speed

Response time is tracked using the first external message sent through the NextRequest portal. This metric

assumes that the message sent includes either a "request for clarification" or a time estimate.

Fulfillment time is calculated based on the time from when the request was created to the first date the request was closed (if there are multiple closed dates, only the first one is used).

Median days to close and average days to close are calculated based on the number of requests that have a closed date within the reporting period.

### **Staff Time**

Staff time only accounts for time logged in NextRequest. This metric assumes that staff members regularly log all staff time in the portal and that the hourly rates are accurate and up-to-date.

### **Staff Cost**

Staff cost only accounts for costs logged in NextRequest. This metric assumes that staff members regularly log costs in the portal.

### **Message Templates Report**

The message templates report tracks message template usage from February 25, 2018 onwards.



# DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



**WEEK ENDING MARCH 7, 2025**

## ***Mark Your Calendars for the 2025 NWMC Gala!***

Save the date cards have been sent for the NWMC Gala, scheduled for Wednesday, June 11, at the Chicago Marriott Northwest in *Hoffman Estates*. Formal invitations will be sent soon for the event of the year, which serves to celebrate the NWMC's 67<sup>th</sup> anniversary and the inauguration of the organization's FY2025-2026 officers (see article below). *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

## ***Time to Submit NWMC Officer Nominations***

Last week, the FY25-26 NWMC Officer Nomination Form was emailed to the Conference's Chief Elected Officials, seeking names of active members to fulfill the roles of NWMC President, Vice-president, Secretary and Treasurer. The cover letter to the form contains more information regarding eligibility and the selection process. Nomination forms are to be returned to [mfowler@nwmc-cog.org](mailto:mfowler@nwmc-cog.org) by Wednesday, March 19.

The Nominating Committee will present its recommended slate at the April 16 NWMC Board Meeting. According to the NWMC By-Laws, other nominations may be made at the April meeting or by mail if received prior to that meeting date. Election shall be by a majority of those present and voting at the May 14 Board meeting. Officers will be sworn in at the NWMC Gala on June 11. *Staff contacts: Mark Fowler, Larry Bury*

## ***Time to Get Rid of Lot Rot at the Spring NWMC Auction***

Thank you to *Evanston, Flossmoor, Hazel Crest, Lake Bluff, Lincolnshire, Lincolnwood, Oak Lawn, Palatine, Skokie* and *Thornton* for signing up this week to participate in the Spring NWMC Surplus Vehicle and Equipment Auction. The auction will be held at noon on Tuesday, April 22 at America's Auto Auction (America's AA) in Crestwood. The auction is the perfect time to cull the herd of vehicles suffering from the dreaded "lot rot" and earn the best possible price.

America's AA offers a wide variety of [convenient services](#) to prep vehicles and garner the highest possible price. Please note that vehicles and equipment can be listed for disposal right up to the morning of the auction day. Sell them now to get a fresh start and please keep in mind that a portion of the proceeds helps support the operations of the Conference.

In addition, and in lieu of taking staff off the jobsite to deliver vehicles to the auction, America's AA offers pick-up and delivery services. Transportation rates are \$2.50 per mile based on Google Miles from the exact pickup location to delivery at America's AA, 14001 S. Karlov Avenue in Crestwood. Charges are one-way only, with a \$50.00 minimum per vehicle.

Dates for the summer and fall live auctions are:

- Tuesday, July 22
- Tuesday, October 21

America's AA also hosts online sales on par with other government surplus Internet auctions. For more information, please contact staff or America's AA Sales Executive Manager Maria Cortez, 708-389-4488 (office), 708-676-1887 (mobile) or [maria.cortez@americasautoauction.com](mailto:maria.cortez@americasautoauction.com). *Staff contact: Ellen Dayan*

## ***NWMC Leaders Receive CMAP Service Recognition***

Last week, *Arlington Heights President Tom Hayes, Barrington President Karen Darch, Northfield President Greg Lungmus* and *Skokie Mayor George Van Dusen* were recognized by the Chicago Metropolitan Agency for Planning (CMAP) for their service to CMAP and the region. All served on the Council of Mayors Executive Committee, which

serves to “formalize and strengthen the input from the region’s municipalities regarding regional transportation planning and programming decisions.” We greatly appreciate their service on behalf of our region. *Staff contacts: Eric Czarnota, Brian Larson*

### ***Sourcewell Has Your Purchasing Needs***

As a reminder, the Suburban Purchasing Cooperative (SPC) has an alliance with Sourcewell, providing member access to over 830 products and services via Sourcewell’s national cooperative purchasing program. Sourcewell constantly adds new contracts which may be found by visiting [Sourcewell contracts](#) under the following categories:

Administrative Services	Health & Science
Construction Contracting	Insurance Solutions
Construction Equipment	Office & Technology
Facilities (MRO)	Parks, Recreation & Athletics
Fleet & Related	Public Safety
Food	Public Works
Grounds & Ag	Roads & Airports

Expansion of the Sourcewell/SPC partnership reinforces the SPC’s goal of combining the resources and purchasing power of member governments and not-for-profit entities to jointly negotiate advantageous contract terms on high-quality products and services at the best possible price. The SPC/Sourcewell agreement runs through June 30, 2027.

Working with the SPC, members have a single point of contact to access Sourcewell program introductions, vendor training, tours and other marketing ventures for SPC members, SPC-member counties and all Illinois municipalities. To ensure your agency is registered for an account number with Sourcewell, please complete the [Sourcewell member application](#). Participation in the Sourcewell/SPC alliance is free with no obligation to purchase.

For questions or additional information, please contact staff or Sourcewell Associate Director of Government Accounts Jake Denning, 218-895-4140 (office) or 218-296-0612 (cell). *Staff contact: Ellen Dayan*

### ***Time Running Out to Apply for Invest in Cook Grants***

As previously reported, the 2025 Invest in Cook grant program is now open for applications. Invest in Cook offers \$8.5 million to local governments and agencies with transportation or recreational trail authority in Cook County. This funding resource supports planning, engineering, right-of-way acquisition and construction for municipal projects that follow [Connecting Cook County](#), the county’s long-range transportation plan.

For more information, including a list of previously funded projects, please visit the [Invest in Cook website](#), or email [InvestinCook.CC@cookcountyil.gov](mailto:InvestinCook.CC@cookcountyil.gov). Applications are due by 5:00 p.m. on Friday, March 21. *Staff contacts: Eric Czarnota, Brian Larson*

### ***CMAP, RTA Technical Assistance Applications Open Monday***

The Chicago Metropolitan Agency for Planning (CMAP) and the Regional Transportation Authority (RTA) will be opening their joint technical assistance call for projects soon. CMAP offers a variety of [transportation, capital improvement, ADA, and watershed-related planning assistance](#) and the RTA supports [Transit-Oriented Development, transit corridor, mobility hub, and other bus and rail related planning efforts](#). To learn more about opportunities available under each program and see prior awards, visit the [CMAP](#) and [RTA](#) technical assistance pages. Applications open Monday, March 10 and close Friday, April 4. *Staff contacts: Eric Czarnota, Brian Larson*

### ***Electrify Fleets and the Community with ComEd Rebate Programs***

ComEd recently announced two programs to charge up municipal fleets and empower local electric vehicle infrastructure. The [Electric Vehicle Rebate Program](#) provides rebates of up to \$750,000 for electric vehicle fleet purchases, with larger per-vehicle rates available for Low-Income and Equity Investment Eligible Communities. Rebates can be either point-of-sale with qualified dealers or post-purchase.

The [Make-Ready Rebate Program](#) offers rebates that start at \$5,333 per port for L2 Chargers or \$667/kW for Direct Current Fast Chargers, with higher rebates for Low-Income and Equity Investment Eligible Communities. To learn

more, including how to apply, please contact [EVSmart@ComEd.com](mailto:EVSmart@ComEd.com). *Staff contacts: Eric Czarnota, Brian Larson*

### ***Community Planning Call for Projects Opens Monday***

*From our partners at the RTA:*

For 27 years the RTA has supported local governments across the region through the [Community Planning](#) program, which provides technical assistance to municipalities to help foster the growth of sustainable, equitable, walkable, and transit-friendly communities. Projects funded by the program this year include:

- Equitable Transit-Oriented Development Plans
- Transit Corridor Plans
- Neighborhood Access & Improvement Plans
- Curb Management Studies
- Zoning Code Updates
- Special Financing Districts
- Developer Dialogues

The 2025 Call for Projects, which is hosted in partnership with the Chicago Metropolitan Agency for Planning, will open from Monday, March 10 to Thursday, April 10. *Staff contacts: Eric Czarnota, Brian Larson*

### ***Section 5310 Program Call for Projects opens March 20***

*From our partners at the RTA:*

The [Section 5310 Program](#) is a federal formula grant program that provides funding assistance to public transportation projects that focus on enhancing mobility for seniors and individuals with disabilities. As a co-designated recipient of the Section 5310 Program, RTA awards and administers funding to operating, mobility management, capital improvement projects, and associated administrative expenses to non-profit and local government providers of eligible transportation programs. The 2025 Call for Projects opens on Thursday, March 20 and applications are due by Thursday, April 24. *Staff contacts: Eric Czarnota, Brian Larson*

### ***CMAP Seeks Community Organizations to Serve as New Accessibility Council Advisors***

Applications are now open for the Chicago Metropolitan Agency for Planning's (CMAP) new Regional Mobility Council. This council will function as an advisory committee for assessing CMAP's work on transportation and mobility for people with disabilities. CMAP will select up to ten community-based organizations to participate in the year-long program, with a stipend for their time and expertise.

Applicants are asked to complete an [online form](#) to provide basic information, as well as answer several brief questions on their organization's goals, services, and interest in the Regional Mobility Council. The deadline to apply is Friday, March 21 and CMAP will notify selected participants in early April. For questions or more information, please review the [FAQ document](#) or contact CMAP Senior Planner Patty Mangano, [pmangano@cmaphillinois.gov](mailto:pmangano@cmaphillinois.gov). *Staff contacts: Eric Czarnota, Brian Larson*

### ***Newsy Items of the Week***

WTTW: [Dozens of Illinois Communities Vote to Reinstate Grocery Tax, Many More Expected to Follow](#)

Evanston Now: [Evanston route sets the pace for PACE](#)

Capitol News Illinois: [Lawmakers grill mass transit leaders as clock ticks toward funding 'cliff'](#)

Chicago Sun-Times: [Pace considers express buses on I-290, I-88](#)

### ***Meetings and Events***

NWMC Bicycle and Pedestrian Committee will meet on Tuesday, March 11 at 11:00 a.m. at the NWMC office and via videoconference. **Please note time change.**

*NWMC Board of Directors* will meet on Wednesday, March 12 at 6:00 p.m. at the NWMC office and via videoconference.

*NWMC Legislative Committee* will meet on Wednesday, March 19 at 8:30 a.m. via videoconference.

*NWMC Finance Committee* will meet on Wednesday, March 19 at noon via videoconference.

### ***NWMC Staff***

Mark Fowler	Executive Director	<a href="mailto:mfowler@nwmc-cog.org">mfowler@nwmc-cog.org</a>
Larry Bury	Deputy Director	<a href="mailto:lbury@nwmc-cog.org">lbury@nwmc-cog.org</a>
Eric Czarnota	Program Associate for Transportation	<a href="mailto:eczarnota@nwmc-cog.org">eczarnota@nwmc-cog.org</a>
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