



Memorandum

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

STAFF REPORTS BY DEPARTMENT

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

City Manager's Office

Weekly Bids Advertised

Community Development

Weekly Zoning Report

Weekly Field Inspection Report

Health Department

Weekly Health Department Report

Law Department

Weekly Liquor License Application Report

Clerk's Office

No Report

Legislative Reading

NWMC Weekly Briefing

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

Monday, November 10, 2025

4:45 PM: [Referrals](#)

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

5:30 PM: [City Council](#)

Tuesday, November 11, 2025

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

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

Wednesday, November 12, 2025

7:00 PM: [Land Use Commission](#)

Thursday, November 13, 2025

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

Friday, November 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

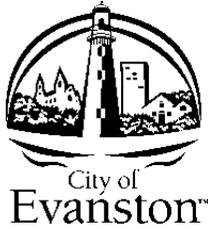
Subject: Bids/RFPs/RFQs Advertised during the Week of November 3, 2025

Date: November 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 November 3, 2025

Bid/RFP/RFQ Name	Requesting Dept.	Description of Project	Budget Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
2025 Lighting Modernization	PWA	Work on this project includes the upgrading of existing lighting fixtures from HID to LED technology at six parks. The retrofitting of existing fixtures is proposed at the Lakefront Path, Smith Park, Lovelace Park, Mason Park, Eggleston Park, and Perry Park.	\$300,000	11/25	12/13



Memorandum

To: Honorable Mayor and Members of the City Council
From: Jeremiah Bebo, Interim Planning & Zoning Manager, Development Services Supervisor/Zoning Administrator
Subject: Weekly Zoning Report
Date: 11/07/2025

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) 296-4467 or jbebo@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, October 30, 2025 to November 5, 2025

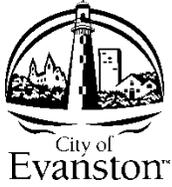
Zoning Reviews (Larger Projects and Permits)

Ward	Property Address	Zoning	Type	Project Description	Received	Status
2	1615 Dodge Avenue	R3	Building Permit	Garage	05/02/25	pending additional information from the applicant
2	1425 Pitner Avenue	R2	Building Permit	New home	06/20/25	pending additional information from the applicant
2	1578 Florence Avenue	R3	Building Permit	New 2-story single-family home	07/14/25	pending additional information from the applicant
2	1507 Lee Street	R3	Building Permit	New Garage	08/20/25	pending revisions from the applicant
3	551 Michigan Avenue	R5	Building Permit	Addition and interior remodel	10/14/25	pending additional information from the applicant
3	1034 Sheridan Road	R1	Zoning Analysis	New garage	10/29/25	pending staff review
4	1550-1562 Maple Avenue	D4	Zoning Analysis	New 7-story multi-family residential building with 42 dwelling units and 67 parking spaces	05/08/25	pending staff review
4	910 Custer Avenue	MXE	Building Permit	New 5-story residential building with 230 units	07/19/25	pending additional information from the applicant
4	1021 Ashland Ave	R3	Building Permit	1st floor Addition	09/10/25	pending additional information from the applicant
4	1028 Greenleaf street	R1	Zoning Analysis	2nd-Story Addition	09/25/25	pending additional information/revisions from the applicant
4	1550-1562 Maple Avenue	D4	Building Permit	New 7-story multi-family residential building with 42 dwelling units and 67 parking spaces	09/26/25	pending staff review
4	1505 Ashland Avenue	R1	Zoning Analysis	2-Story Addition	10/23/25	pending staff review
5	1103 Emerson Street	R6	Zoning Analysis	Demolition of existing structures (2-flat & 4-flat) and construction of a 5-story building with 6 rooming units (including 18 bedrooms), 24 dwelling units, and 5 on-site parking stalls.	07/08/25	pending staff review
5	2206 Maple Avenue	R5	Building Permit	Demolition of an existing parking lot and construction of a new 5-story, 30 unit apartment building	08/04/25	pending additional information from the applicant
5	1006 Garnett Place	R4a	Zoning Analysis	Demolish existing home and built a new 2-story home	10/24/25	pending staff review
5	1112 Garnett Place	R4a	Building Permit	1-story Addition	10/31/25	pending staff review
6	2500 Marcy Avenue	R1	Building Permit	2nd Story Addition & New Garage	08/07/25	pending additional information from the applicant
6	2301 Ridgeway Avenue	R1	Zoning Analysis	New Garage and ADU	09/10/25	pending additional information from the applicant
6	2542 Lawndale Avenue	R1	Building Permit	New Garage	09/30/25	pending staff review
6	2309 Thayer Street	R1	Building Permit	Replace detached garage	10/27/25	pending staff review
6	2623 Thayer street	R1	Building Permit	New Detached Garage	11/02/25	pending staff review
7	1900 Central Street	B1a/oCSC	Zoning Analysis	Demolition of the existing Chase Bank and construction of a new Chase Bank	09/22/25	non-compliant, pending revisions/additional information from the applicant
7	2722 Green Bay Road	C2/oCS	Zoning Analysis	Indoor youth baseball practice facility, including batting cages, pitching stalls, and turf fields. Enclosure of western building cantilever.	10/14/25	pending additional information from the applicant
7	1916 Grant Street	R1	Building Permit	Addition to existing 2-flat	10/16/25	non-compliant
7	2740 Broadway Avenue	R1	Building Permit	New detached garage	10/21/25	pending staff review
7	1920 Grant Street	R1	Zoning Analysis	1-Story Addition	10/29/25	pending staff review
7	2026 Harrison Street	R3	Building Permit	2.5-Story Addition	11/04/25	pending staff review
7	630 Central Street	O1	Building Permit	Garage Replacement	11/06/25	pending staff review
8	1027 Harvard Terrace	R2	Building Permit	New Garage	09/17/25	pending staff review
9	1430 Seward Street	R2	Building Permit	Garage	07/21/25	pending revisions from the applicant
9	1310 Main Street	R4	Zoning Analysis	1-story rear addition to single-family residence	10/13/25	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
1	605 Davis Street	D2/D3	Planned Development	New 31-story mixed-use tower with 445 dwelling units, including 89 on-site inclusionary dwelling units, 3,200 sf of ground floor commercial space, and 80 parking spaces with additional spaces to be leased within City garages	05/08/25	Final City Council decision on 11/10/25
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 additional information from the applicant
5	2112 Foster Street	R3	Minor Variation	Detached accessory building (ADU) located in an interior side yard and less than 10' from principal building	07/14/25	pending application fee payment
5	824 Gaffield Place	R4a	Special Use and Zoning Text Amendment	A new Child Residential Care Home. Previously approved in 2020 but a building permit was not approved within the time frame allowed and the approval expired.	10/15/25	pending additional information from the applicant
6	3434 Central Street	R2	Planned Development	New 2-story 19,952 sf and 38 parking spaces for a Daycare Center - Child	05/13/25	pending additional information from the applicant
6	2737 Highland Avenue	R1	Major Variations	Major variations to allow an open off-street parking space in a front yard when alley access is available	07/29/25	pending LUC hearing on 11/12/25
7	1404 Rosalie Street	R1	Minor Variation	Minor variation to allow a new addition to be built closer to an existing detached garage than would otherwise be allowed	08/25/25	pending staff review
7	2722 Green Bay Road	C2, oCSC	Administrative Review Use	A new commercial indoor recreation facility within an existing building (former Office Depot)	10/14/25	pending additional information from the applicant
7	2524 Asbury Avenue	R1	Minor Variation	Rear yard setback to a/c equipment	10/28/25	determination after 11/21/25
8	707 W Howard St.	B3	Text Amendment & Special Use	Zoning text amendment to allow performance entertainment venues as a special use within the B3 zone district	07/02/25	pending additional information from applicant



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

Ward	Property Address	Construction Type	Inspector Notes	Received
*	*	*	*	*
4	1012 Church Street Northlight Theater	Assembly	No changes. MEP inspections continue. Temporary bike lane is in place. The alleyway has been closed with offsite parking provided for residents	11/6/2025
*	*	*	*	*
*	Truck Route	*	No changes. Street sweeping continues. Truck route continues to monitored for speed and debris.	11/6/2025
7	1501 Central Street	New Construction	No changes. Canopy installation nears completion. MEP inspections continue. 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.	11/6/2025
*	*	*	*	*
*	*	*	*	*



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: Nov 7th, 2025

Ward	Property Address	Business Name	Date Received	Current Status
7	2545 Prairie	Burl	2/27/25	Pending Inspections
8	751 Howard St	Sabrosura Coffee Bar	1/09/2025	Pending Reviews and Inspections
8	1717 Howard St	Showkey African Cuisine	8/26/2024	Pending Building Permit Application
8	565 Howard St	T.E & Company	8/22/2024	Pending Building Permit Issuance
3	1310 ½ Chicago Ave	Peeled Juice Bar	5/9/2024	Pending Building Permit Issuance and Inspections
7	1995 Campus Dr	NU Center East Lawn Redevelopment	4/5/2024	Pending FCO and Health Review and Inspection
1	817 Noyes	Fred's Bread	4/9/25	Pending Final Inspections
4	810 Grove	Ti'an Bistro	4/22/25	Issued 11/6/25
8	743 Howard	Zion African Market	6/12/25	Pending Health Review and Inspections
5	1600 Simpson	Foster School	5/12/25	Pending Health Review and Inspections
7	1921 Central	Tallgrass	4/17/25	Pending Reviews and Inspections
4	1571 Sherman Ave	New York	09/11/25	Pending Plan Reviews and Inspections
3	601 Dempster St	Crepe O'Clock	9/11/25	Pending Building Permit Issuance and Inspections
7	1030 Central St	Canal Shores Outdoor Patio	9/11/25	Pending Plan Reviews and Inspections
1	809 Church St.	Crave Cookies	9/17/25	Pending Zoning Review and Inspections
2	2400 Main St.	Snowfruit 558 – within Food4Less	9/18/25	Pending Final Health Inspection and FCO
3	517 Dempster St.	Windfree Solar Cafe	10/09/25	Pending Inspections
7	1995 Campus Dr	Norris Pub	10/09/25	Pending Reviews and Inspections
7	1810 Central	No Longer Human –coffee shop	9/29/25	Pending Building Permit Issuance and Inspections



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: November 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 November 7, 2025

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
2	Luna Pub	1995 Campus Drive. Evanston, IL 60208	C	Restaurant	7 a.m. — 1 a.m. (Mon-Wed); 7 a.m. — 2a.m. (Thur-Sun)	Application will be voted on at the Liquor Control Review Board meeting on November 14
7	Burl	2545 Prarie Evanston, IL 60201	C	Restaurant	7 a.m. — 1 a.m. (Mon-Wed); 7 a.m. — 2a.m. (Thur-Sun)	Application will be voted on at the Liquor Control Review Board meeting on November 14



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING NOVEMBER 7, 2025

THANK YOU For Participating in the NWMC Strategic Plan Survey!

A sincere THANK YOU to the 86 members who responded to our request to participate in the NWMC Strategic Plan Survey. We received input from mayors, managers, elected officials and municipal staff with many participating or having participated in one or more NWMC committees. The responses have provided a wealth of information for our Strategic Plan consultant to analyze in preparation for the upcoming planning retreat. Thank you again for taking the time to respond and help shape the future direction of the Conference. *Staff contacts: Mark Fowler, Larry Bury*

RSVP Today for the NWMC Holiday Celebration!

As previously reported, the Conference will again host a free holiday celebration for members, legislators and guests. We look forward to seeing you on Wednesday, December 10 from 6:00 p.m. to 8:00 p.m. at the Chateau Ritz, 9100 N. Milwaukee Avenue in Niles. Formal invitations have been sent, so please RSVP your attendance to Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org by Monday, December 1. *Staff contact: Marina Durso*

Don't Forget to Cast Your Ballot in the IMRF Executive Trustee Election

The Illinois Municipal Retirement Fund (IMRF) is the public pension fund that administers retirement, disability, and death benefits for employees of local government in Illinois. IMRF is holding an election for Executive Trustee. Two seats are uncontested; *Schaumburg Village Manager Brian Townsend* will serve a 5-year term starting January 1, 2026, and DuPage County Treasurer Gwen Henry will serve a 2-year term.

IMRF employers will elect one Executive Trustee for a three-year term of office. [Peter Stefan](#), Finance Director/Treasurer for the Village of Lake in the Hills, is the only municipal candidate running for this seat. He is currently completing a five-year term as an IMRF Executive Trustee and is running for re-election. He has 37 years of experience in the Illinois municipal finance arena. Having served as both an Employee Trustee and an Executive Trustee, he brings strong municipal finance and IMRF experience to the Board.

Election packets containing candidate biographies, instructions, and the appropriate ballot have been mailed to all IMRF employers. Completed ballots must be returned to IMRF by 4:30 p.m. on Thursday, December 11, 2025. *Staff contact: Mark Fowler*

Cut-Off Date Quickly Approaching for 2026 Ford Interceptor Utility Police Pursuit Vehicles

As previously reported, Currie Motors has updated the price list and order form for the Suburban Purchasing Cooperative (SPC) [Ford Interceptor Utility Police Pursuit Vehicle](#) (Contract #204). Please note that Ford anticipates an early order cut-off date for the 2026 vehicle, so order now to take advantage of production and timing to meet calendar year budget targets.

Once the 2027 model specifications are released, the SPC will apply for the final contract extension rollover with Ford that will be good through November 25, 2026. For questions or additional information, please contact staff or Currie Motors Commercial Accounts Manager Tom Sullivan, 815-464-9200 or tsullivan@curriemotors.com. *Staff contact: Ellen Dayan*

SPC Awards New Chevy Silverado PPV and Blazer PPV SSV Contracts

As previously reported, the Suburban Purchasing Cooperative (SPC) Governing Board has awarded two new [2026 Chevrolet Police Pursuit Vehicle \(PPV\)](#) contracts to Currie Motors of Frankfort as follows:

- Silverado 1500 PPV (Contract #234) with all standard equipment - \$46,856
- Blazer PPV Special Service Vehicle (SSV) (Contract #235) with all standard equipment - \$44,880.00

The contracts run from October 29, 2025 through October 28, 2026. The SPC reserves the right to extend the contracts for up to (3) three additional one-year terms upon mutual agreement on a negotiated basis. For questions or additional information, please contact staff Currie Motors Commercial Accounts Manager Nic Cortellini, 815-464-9200 or ncortellini@curriemotors.com. *Staff contact: Ellen Dayan*

CMAP Launches the Century Plan

From our partners at CMAP:

The father of urban planning and co-author of the visionary 1909 Plan of Chicago, Daniel Burnham, famously said, “Make no little plans.” A century later, regional leaders are embarking on the next BIG plan for this region.

Nearly 1,000 people, including state officials, mayors, and county board chairs, along with transportation, business, and civic stakeholders, came together to kick off The Century Plan — a shared, overarching vision for the seven-county region that will guide policies for transportation, the environment, and the economy for decades into the future. The Chicago Metropolitan Agency for Planning (CMAP) hosted a first-of-its-kind State of the Region event on November 4th to inspire and catalyze a regional initiative to shape the future. The gathering also celebrated CMAP’s 20th anniversary and two decades of regional planning progress.

Over the next two years, CMAP will engage with government, business, and civic groups, along with residents and communities to develop The Century Plan, with a targeted adoption by the CMAP Board and the MPO Policy Committee in fall 2027.

At the State of the Region event, which took place at the iconic Old Post Office in Chicago, guests got a first look at data trends that will help drive conversations around key quality of life issues, including housing and the economy, flooding and transportation, the region’s aging population, and more.

To learn more, visit cmap.is/the-century-plan and [sign up for CMAP newsletters](#) to stay informed about The Century Plan; transportation, planning, and data news; and other CMAP updates. *Staff contacts: Eric Czarnota, Brian Larson*

Help Shape the Future of Citizen Commissions in the Region

From the desk of Metropolitan Mayors Caucus Senior Sustainability Specialist Cheryl Scott:

Graduate students from the University of Michigan’s Gerald R. Ford School of Public Policy are partnering with the Metropolitan Mayors Caucus through a strategic consulting course taught by former Chicago Mayor Lori Lightfoot. Together, we are exploring how citizen commissions operate, challenges they face, and opportunities they create. The goal is to identify best practices and develop recommendations to make commissions more inclusive, effective, and accessible for communities in the region.

We appreciate any insights you can share through a short survey (about 10 minutes) or an interview. Please fill out the survey below by Nov. 23. This project covers all forms of citizen commissions, including housing, police, historical, and environmental commissions.

[Commission Survey for Mayors, City Managers, Village Presidents, and Staff Liaisons](#)
[Commission Survey for Commission Members and Leaders](#)

If your Mayor or commission members are interested in being interviewed, contact Juliet Mathey at: jmathey@mayorscaucus.org. *Staff contact: Mark Fowler*

UIC Call for Capstone Project Proposals

From our partners at the University of Illinois at Chicago:

You have a project. UIC students can help. Does your organization have a project it wants done but no time to do it?

- Perhaps you collected data that has gone unanalyzed or need a literature review?
- Perhaps you would like to develop a needs assessment, analyze program ideas, or research an implementation plan for possible solutions?
- Perhaps you have a project postponed due to a lack of resources?

[UIC can help this spring!](#)

[Apply here](#). The Deadline for your ideas is December 8, 2025.

Capstone projects are learning in action. The Capstone provides students earning their bachelor's degree in urban studies with experiences that allow them to integrate classroom learning with relevant problem-solving experience in a professional work situation. Over the course of one semester, senior-level Urban Studies students work in teams to address urban issues, organizational challenges, identify opportunities for a client organization, conduct research on a pressing management issue, and analyze data. Capstone projects contribute to students' professional training, offer organizations the opportunity to access student expertise, and strengthen the relationships between UIC and organizations around the city, state, and region. [Click here to learn more about the Capstone, view the Timeline, Ideal Capstone Proposals, and Things to Consider.](#) *Staff contact:* Brian Larson

Newsy Items of the Week

Chicago Tribune: [Illinois lawmakers pass mass transit funding bill. Here's what that means for CTA, Metra and Pace riders](#)

Chicago Sun-Times: [What Illinois' new transit spending bill means for riders, drivers](#)

Daily Herald: [What kind of region do you want to live in? CMAP seeks feedback on new 'Century Plan'](#)

Chicago Tribune: [Planned Highland Park Solo Cup site redevelopment moves ahead: 'Cities that don't grow, wither'](#)

Meetings and Events

NWMC Bicycle & Pedestrian Committee will meet on Tuesday, November 11 at 10:30 a.m. at the NWMC office and via videoconference.

NWMC Local Government Communicators Committee will meet on Wednesday, November 12 at 11:00 a.m. at the *Park Ridge City Hall* and via videoconference.

NWMC Board of Directors will meet on Wednesday, November 12 at 6:00 p.m. at the NWMC Office or via videoconference.

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

NWMC Finance Committee will meet on Wednesday, November 19 at 12:00 noon via videoconference.

NWMC Transportation Committee will meet on Thursday, November 20 at 8:30 a.m. at the NWMC office and via videoconference.

NWMC Staff

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Chris Staron	Policy Director	cstaron@nwmc-cog.org

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