



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: December 13, 2024

STAFF REPORTS BY DEPARTMENT

Weekly Report for December 9, 2024 – December 13, 2024

City Manager's Office

Weekly Bids Advertised

Community Development

Weekly Zoning Report

Weekly Field Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Clerk's Office

None

Legislative Reading

NWMC Weekly Briefing

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

Monday, December 16, 2024

No Meetings

Tuesday, December 17, 2024

6:30 PM: [Evanston Arts Council Meeting](#)

7:00 PM: [Housing & Community Development Committee](#)

Wednesday, December 18, 2024

6:00 PM: [MWDEBE Development Committee](#)

6:00 PM: [Special Land Use Commission Meeting - CANCELED](#)

Thursday, December 19, 2024

6:00 PM: [Equity and Empowerment Commission Meeting](#)

Friday, December 20, 2024

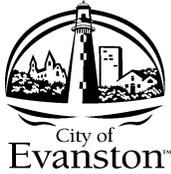
7:15 AM: [Utilities Commission](#)

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 December 9, 2024

Date: December 13, 2024

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 December 9, 2024

Bid/RFP/RFQ Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/Library Board Date
Traffic Signal Improvement Central St. at Central Park Ave.	Public Works	Work on this project includes removal of existing traffic signal equipment, installation of new traffic signals, pedestrian signal heads with countdown timers, emergency vehicle preemption, accessible pedestrian signals, curb ramp replacement, detectable warnings, curb and gutter, and pavement markings along with pavement patching, and all other incidental and collateral work necessary to complete the project as shown on the plans and described herein. Temporary traffic signals will be installed to maintain traffic signal operation throughout the construction until the new signals are activated.	\$350,000	1/14	2/10



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: December 13, 2024

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 if you have any questions or need additional information.

Cases Received and Pending, December 5, 2024 - December 11, 2024

Backlog (business days received until reviewed): 9

Volume (number of cases pending initial staff review): 10

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
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	1818 Hinman Avenue	U1	Building Permit	Repair rear porch (Northwestern)	12/10/24	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	900 Clark Street	RP	Zoning Analysis	Demolish north end of Church Street Plaza movie theater building, construct new 27-story multi-family dwelling building with 358 dwelling units and 20% Inclusionary Housing dwelling units	07/03/24	non-compliant, pending additional information from the applicant
2	1620 Darrow Avenue	R3	Building Permit	Addition	10/02/24	pending additional information and revision from the applicant
3	819 Judson Avenue	R5	Building Permit	New 4-story multi-family dwelling building with 4 dwelling units and detached garage for 8 vehicles	04/16/24	non-compliant, pending revisions from the applicant
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	1206 Hinman Avenue	R1	Building Permit	Basement renovation	11/26/24	pending staff review
3	318 Greenleaf Street	R1	Building Permit	Interior renovation	12/10/24	pending staff review
3	614 Judson Avenue	R1	Building Permit	Interior renovation, dormer at 2nd story	12/11/24	pending staff review
3	533 Chicago Avenue, Unit I	C1a	Building Permit	Roof top deck	12/11/24	pending staff review
4	990 Grove Street	D1	Zoning Analysis	Convert office space to work/live units on the 1st floor and to dwellings on floors 2-5	09/13/24	pending additional information from the applicant
4	1012 Church Street	D3	Building Permit	New 2-story theatre (Northlight Theatre)	10/10/24	pending additional information from the applicant
4	1009 Wesley Avenue	R3	Building Permit	Carport	10/11/24	pending revisions from the applicant
4	1412 Judson Avenue	R1	Building Permit	Replace concrete apron at garage	12/04/24	pending staff review
5	2125 Darrow Avenue	R4	Building Permit	Garage	12/04/23	non-compliant, pending revisions from the applicant

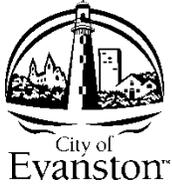
5	1811 Church Street	B2/oWE	Building Permit	New 4-story mixed-use building with ground floor retail and 33 dwelling units (HODC)	08/18/23	pending revisions and additional information from the applicant
5	2209 Emerson Street	R3	Building Permit	Deck	03/25/24	pending additional information from the applicant
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	pending additional information from the applicant
5	1655 Foster Street	OS	Building Permit	Antennas and related equipment	11/12/24	pending additional information from the applicant
5	1026 Garnett Place	R4a	Building Permit	Interior renovation of garage	12/11/24	pending staff review
6	2703 Hartzell Street	R1	Building Permit	Carport and concrete slab	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	2430 Ridgeway Avenue	R1	Building Permit	Addition	11/13/24	pending additional information from the applicant
6	2334 Ridgeway Avenue	R1	Building Permit	Remove and replace patio	12/09/24	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	2518 Jackson Avenue	R1	Building Permit	Garage with ADU	06/27/24	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	2422 Grant Street	R1	Building Permit	New single-family dwelling	12/03/24	pending staff review
8	1901 Howard Street	C1	Building Permit	Interior tenant improvement	11/06/24	revisions submitted by applicant, pending staff review
8	1003 Dobson Street	R2	Zoning Analysis	Garage	11/15/24	additional information needed from the applicant
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	1406 Cleveland Street	R3	Building Permit	Interior and exterior remodel at 2nd story	10/15/24	pending minor variation application from the applicant
9	714 Madison Street	R2	Building Permit	Rebuild front porch	12/09/24	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	1405 Judson Avenue	R1	Minor Variation	Interior side yard setback to detached garage	11/16/24	determination after 12/13/24
3	801 Forest Avenue	R5	Minor Variation	Street side yard setback to porch	12/09/24	pending application fee payment
6	3313 Grant Street	R1	Minor Variation	West and east interior side yard setbacks to 2nd story addition	11/21/24	determination after 12/18/24
6	2700 Thayer Street	R1	Minor Variation	Front yard setback for a 2-story addition	12/03/24	determination after 12/30/24
9	1406 Cleveland Street	R3	Minor Variation	West interior side yard setback to 2nd story additiion	11/25/24	determination after 12/18/24



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: December, 13 2024

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, December 13, 2024

Ward	Property Address	Construction Type	Inspector Notes	Received
4	909 Davis	Interior Remodel	Rough building inspections have begun.	12/12/2024
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.	12/12/2024
*	*	*	*	*
*	Truck Route	*	Truck route continues to monitored for speed and debris.	12/12/2024
7	1501 Central Street	Demolition	No changes. 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.	12/12/2024
*	*	*	*	*
*	*	*	*	*



Memorandum

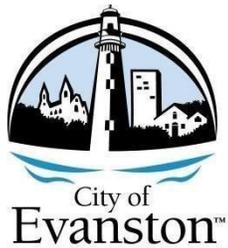
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: December 13, 2024

Ward	Property Address	Business Name	Date Received	Current Status
4	804 Davis St	Paris Baguette	10/30/2024	Permit Issued – Pending Inspections
4	1633 Orrington Ave	Mira Sushi Restaurant & Bar	9/11/2024	Building Permit Issued – Pending Inspections
2	1741 Maple Ave	Cozy Thai Cuisine (Relocating)	9/10/2024	Building Permit Issued – Pending Inspections
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	Permit Issued – Pending Inspections
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	Building Permit Issued-Pending Inspections
1	521 Davis St	La Cocinita (Relocating)	7/11/2023	Building Permit Issued – Pending Inspections
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Pending License Issuance



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: December 13, 2024

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 December 13, 2024

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
1	Hops & Grapes	816 ½ Church St. Evanston, IL 60201	E	Package Store	8 a.m. — Midnight	Application will be voted on at the 12.13 liquor review board meeting
2	Cozy	1741 Maple Ave. Evanston IL 60201	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri- Sat); 7 a.m. — 1 a.m. (Sun)	Application will be voted on at the 12.13 liquor review board meeting
1	Life Time Fitness	1618 Sherman Ave. Evanston, IL 60201	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri- Sat); 7 a.m. — 1 a.m. (Sun)	Application will be voted on at the 12.13 liquor review board meeting



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING DECEMBER 13, 2024

The Most Wonderful Time of the Year!

Thank you to the seventy-seven NWMC members, legislators and guests who gathered at the Chateau Ritz in Niles for Wednesday night's NWMC Holiday Celebration! Attendees were welcomed by *NWMC President and Hanover Park Mayor Rod Craig* and enjoyed each other's company, hors d'oeuvres and refreshments. Please mark your calendars for next year's event, which will be held on Wednesday, December 11. Happy Holidays! *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

Highland Park Mayor Nancy Rotering Takes Mayors Caucus Helm

From a Metropolitan Mayors Caucus Press Release:

The Metropolitan Mayors Caucus recently announced that Nancy Rotering, Mayor of the City of Highland Park, was unanimously elected as their next Chair. The Mayors Caucus is a regional collaborative that encompasses 275 cities, towns and villages in the northeastern Illinois region.

Rotering, who brings a wealth of knowledge to the position, previously served as the 2nd Vice Chair of the organization and before that Secretary.

"Mayor Rotering will be a wonderful asset for the Mayors Caucus," said Neil James, Executive Director of the Metropolitan Mayors Caucus. "She has extensive local government experience, a passion for the work, and a strong network of relationships throughout our region and the state as well as an impactful voice on the national and international stage."

"The Metropolitan Mayors Caucus is a great cooperative effort among Chicago area municipalities," Rotering said. "And, while each of the member towns has its own priorities to address, we come together as a group to focus on matters that affect the entire area from a regional perspective," she said.

Founded in 1997, the Metropolitan Mayors Caucus pushes past geographical boundaries and local interests to work on public policy issues affecting the entire northeastern Illinois region. This forum is key in improving the quality of life for the over nine million people who call the northeastern Illinois region home.

Nancy Rotering is in her fourth term as Mayor of Highland Park. In 2021, she served as President of the Northwest Municipal Conference and has been a Board member of the Chicago Metropolitan Agency for Planning since 2019. Recognizing the critical importance of a regional response to diverse issues such as public transit, flood mitigation, sustainability, housing, and reducing unfunded state mandates, as Mayor, Rotering has frequently advanced opportunities for municipalities to collaborate. Rotering teaches Social Policy at Northwestern University, serves on the International Steering Committee for Strong Cities Network, and founded the North Suburban Legal Aid Clinic in 2015. An attorney for more than 30 years, Rotering is a graduate of the University of Chicago Law School, has an MBA from Northwestern's Kellogg School of Management, and a BA from Stanford University in Economics.

Joining Mayor Rotering as 2025 Officers are: Mayor Brandon Johnson, City of Chicago, 1st Vice Chair; Mayor John Noak, Village of Romeoville, 2nd Vice Chair; Mayor Jeff Sherwin, City of Northlake, Treasurer; and Mayor Donald "Donny" Schmit, Village of Fox Lake, Secretary. *Staff contact: Mark Fowler*

SPC Extends Granite Telecommunications Contract with No Price Increases!

As reported last week, the Suburban Purchasing Cooperative (SPC) Governing Board has approved the third of four possible, one-year contract extensions of the SPC Telecommunication Services Vendor for Term (Contract #205) with Granite Telecommunications, LLC. The contract extension runs from December 1, 2024 through November 30, 2025.

We are pleased to report that pricing on all existing services remains the same, with Granite offering additional services under the contract extension. The SPC reserves the right to extend the contract for an additional one-year term upon mutual agreement of both the vendor and the SPC on a negotiated basis. Additional information may be found by visiting [SPC Telecommunications Program](#) web page, contacting staff or Granite Senior Sales Executive Frank Ventrella, fventrella@granitenet.com or 630-649-0823. *Staff contact: Ellen Dayan*

SPC 2025 Ford Contract Updates

As a reminder, the Suburban Purchasing Cooperative (SPC) is pleased to provide updates on the following Ford vehicle contracts from Currie Ford:

- **Ford Police Interceptor Utility (Contract #204)**
The second of three possible, one-year contract extensions on the Ford Interceptor Utility has been approved through November 15, 2025 at the following prices:
 - 2025 Ford Interceptor Utility, with all standard equipment, conventional gas: \$44,954
 - Optional Hybrid (limited supply): \$47,615

Price lists, order forms and additional information may be found by visiting [SPC Ford Police Interceptor Utility](#).

- **Ford Escape (Contract #206)**
The second of three possible, one-year contract extensions has been approved on the Ford Escape AWD Active (SE Trim). The vehicle price remains \$29,028, with the hybrid version priced at \$34,677.

The Ford Escape contract extension runs through October 25, 2025 with an additional one-year contract extension possible upon mutual agreement of both the vendor and the SPC on a negotiated basis. Price lists, order forms and additional information may be found by visiting [SPC Ford Escape](#).

- **Ford Transit Full Size Van, Passenger Wagon & E-Transit (Contract #207)**
The second of three possible, one-year contract extensions on the Ford Transit Full Size Van has been approved through November 15, 2025. The standard vehicle price remains the same and the price of the E-Transit decreased as follows:
 - 2025 Ford Transit Full Sized Van - \$44,671
 - 2025 Ford Transit Full Sized E-Transit - \$53,095
 - 2025 Ford Transit Full Sized Passenger Van - \$53,046

Price lists, order forms and additional information may be found by visiting [SPC Transit Connect Full Size Vans](#).

For questions or additional information about the Ford Police Interceptor Utility, Escape or Transit Full Size Vans, please contact staff or Currie Motors Municipal Sales Manager Tom Sullivan, tsullivan@curriemotors.com or 815-464-9200 or Commercial Account Manager Nic Cortellini, ncortellini@curriemotors.com or 815-464-9200. *Staff contact: Ellen Dayan*

Winter is Here - Don't Forget to Order Liquid Calcium Chloride

As previously reported, SPC Liquid Calcium Chloride (LCC) vendor Sicalco Ltd. has agreed to a one-year contract extension (Contract #213) from December 4, 2024 through December 3, 2025 with no price increase as follows:

<u>Price/Gal</u>	<u>Delivery</u>	<u>Total Delivered Price</u>
\$0.52	\$0.19	\$0.71

According to The National Weather Service and National Oceanic and Atmospheric Administration (NOAA), this winter “wetter-than-average conditions are most likely in the Great Lakes States,” so please considering ordering to full capacity. Additional information may be found by visiting the [SPC Liquid Calcium Chloride](#) web page, contacting staff or Sicalco’s Frank Sibr, 630-371-2655 or fsibr@sicalco.net. *Staff contact: Ellen Dayan*

IMET Seeks Board of Directors Candidate

From the desk of Illinois Metropolitan Investment Fund (IMET) Executive Director Sofia Anastopoulos:

The IMET Board of Trustees is soliciting interest from eligible IMET participants who would like to service as a trustee of the IMET Board. One board position will open up as of January 1st, 2025. A potential candidate for Board membership will be considered eligible if his or her governmental unit employer is a participant of IMET *and* if that member's account has been funded for a minimum of 90 days at the time of nomination.

In selecting candidates, IMET considers factors such as: work experience, public and professional contributions, demonstrated participation within the Illinois Metropolitan Investment Fund (IMET), geographic representation, type of public entity represented, and the candidate's personal statement of interest in the position and commitment to service to the IMET Board.

IMET is also soliciting volunteers for IMET's standing committees. The standing committees are as follows: Audit, New Products, Nominating, Personnel, and two ad hoc committees: Vendor Select (RFP), Broker-Dealer Usage. The standing committees are comprised of trustees and non-trustee volunteers. Eligibility for volunteer positions with IMET is identical to that for Board positions. To learn more or submit a candidate, please email sofia.ana@investimet.com with the subject line "Interested in learning more – IMET BoT. *Staff contact: Mark Fowler*

Newsy Items of the Week

Daily Herald: [New household waste removal service available in Wheeling](#)

Daily Herald: ['A completely different look': \\$4 million streetscape improvement planned for downtown Lake Zurich](#)

Daily Herald: ['Starved for so long': Pace wants riders to comment on service revamp, \\$150 million boost](#)

Chicago Tribune: [Gov. JB Pritzker names Gia Biagi state transportation chief](#)

Chicago Tribune: [Skokie Village Board OKs \\$100 million Westfield Old Orchard redevelopment](#)

Sightline Institute: [Parking Reform Alone Can Boost Homebuilding by 40 to 70 Percent](#)

NBC5 Chicago: [From CTA to the Canadian Pacific Railway, here's where to catch this year's holiday trains](#)

Meetings and Events

NWMC Legislative Committee will meet on Wednesday, December 18 at 8:30 a.m. via videoconference.

NWMC Transportation Committee will meet on Thursday, December 19 at 8:30 a.m. at the NWMC office and via videoconference.

NWMC Staff

Mark Fowler	Executive Director	mfowler@nwmc-cog.org
Larry Bury	Deputy Director	lbury@nwmc-cog.org
Eric Czarnota	Program Associate for Transportation	eczarnota@nwmc-cog.org
Ellen Dayan, CPPB	Purchasing Director	edayan@nwmc-cog.org
Marina Durso	Executive Assistant	mdurso@nwmc-cog.org
Brian Larson	Program Associate for Transportation	blarson@nwmc-cog.org
Chris Staron	Policy Analyst	cstaron@nwmc-cog.org

Phone: 847-296-9200 www.nwmc-cog.org