



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: April 7, 2017

STAFF REPORTS BY DEPARTMENT



Weekly Report for March 31, 2017 – April 6, 2017

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule
Monthly Economic Development Report – March 2017

Community Development

Weekly Zoning Report
Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Monday, April 10, 2017

Administration and Public Works - RESCHEDULED

www.cityofevanston.org/apw

Planning & Development Committee - RESCHEDULED

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

Tuesday, April 11, 2017

Board of Local Improvements

www.cityofevanston.org/boardofimprovements

Arts Council

www.cityofevanston.org/artscouncil

Wednesday, April 12, 2017

Design and Project Review Committee

www.cityofevanston.org/dapr

Plan Commission

www.cityofevanston.org/plancommission

Animal Welfare Board

www.cityofevanston.org/animalwelfareboard

Thursday, April 13, 2017

Environment Board

www.cityofevanston.org/environmentboard

Mental Health Board

www.cityofevanston.org/mentalhealthboard

Friday, April 14, 2017

Utilities Commission

www.cityofevanston.org/utilitiesagendas



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of March 31, 2017 through April 6, 2017.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2581	2262
SERVICE REQUESTS	595	582
TOTAL CHATS	29	29
TOTAL TEXT	17	32

Top 5 Service Requests

Total

Most requested service requests (Source: PublicStuff - Open/Closed)

1. Building Permit Inspection Request	85
2. Broken Parking Meter	54
3. Trash – Special Pick-up	33
4. Trash – Missed Garbage Pick-up	21
5. Water Bill – Final Bill for Seller	18

Please see the following page for the Weekly Telephone Wrap up Data

Telephone Wrap-up Data *At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.*

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services -Parking	357
Administrative Services -Finance	41
Administrative Services -HR	39
Administrative Services - Other	111
City Clerk's Office	66
City Manager's Office	21
ComDev / Economic Development	13
ComDev/ Bldg Inspections	266
ComDev / Housing Rehab	3
ComDev / Planning/Zoning	32
General Assistance	2
Fire Life Safety	24
PublicStuff Request	338
Health	95
Information	444
Law	11
Library	3
Mayor's Office	3
Other/311	198
Other – Social Services	2
Parks – Maintenance	0
Parks – Programs/Picnics/Permits	8
Parks – Other	22
Parks/Recreation	26
Parks – Forestry	20
Parks- Recreation Programs	59
Police	92
Public Works / Fleet	0
Public Works / Street Sanitation	111
Public Works / Engineering	22
Tax Assessment Office	11
Utilities – Power	2
Utilities – Sewer	4
Utilities – Water	135
TOTAL	2581



Memorandum

To: Wally Bobkiewicz, City Manager

From: Martin Lyons, Assistant City Manager/ Chief Financial Officer
 Ashley King, Finance and Budget Manager
 Tammi Nunez, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of April 3, 2017

Date: April 7, 2017

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

Bids/RFPs/RFQs advertised during the Week of April 3, 2017

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Bid 17-31 Emergency Lighting Sirens	Admin Services/ Fleet	The City of Evanston Administrative Services, Fleet Services Division is accepting bids from qualified vendors to provide the installation, removal and repair of law enforcement and fire emergency response equipment, consisting of but not limited to: emergency lighting, sirens, 2-way communication equipment, computers and cameras.	\$90,000	4/25	5/8

<p>Bid 17-29 Main Library Weatherproofing Phase II & III 2017</p>	<p>Library</p>	<p>The City of Evanston's Public Library is accepting bids from qualified vendors for Main Library Weatherproofing Phase II & III. Work on this project includes: Exterior masonry restoration, tuckpointing, stone removal and replacement. Caulking and cleaning of stone/masonry surfaces.</p>	<p>\$250,000</p>	<p>5/23</p>	<p>6/21</p>
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Evanston City Council Agenda Schedule - 2017

(PLEASE NOTE: Dates for agenda items are tentative and subject to change.)

2017 Meeting Dates: Jan 9, Jan 17, Jan 23, Feb 13, Feb 20, Feb 27, Mar 13, Mar 20, Mar 27, Apr 10, Apr 17, Apr 24

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CD	4/17/2017	National Fair Housing Month	PR	CC	Mangum	
Mayor	4/17/2017	Arbor Day- April 28	PR/A	CC	Francellno / Stoneback	
PWA	4/17/2017	"Clean Up, Evanston!"	P	CC	Stoneback	
Fire	4/17/2017	Promotion of Division Chief Vanek	A	CC	Bobkiewicz	
CMO/ Police	4/17/2017	Officer and Gentleman Academy Presentation	P	CC	Bobkiewicz / Eddington	
CMO	4/17/2017	Presentation of Photos in Council Chambers	P	CC	Bobkiewicz	
CMO	4/17/2017	Introduce RCN to Evanston	A	CC	Bobkiewicz	
PWA	4/17/2017	Approval of 2017 Dutch Elm Disease Prevention Program	B	APW	Stoneback	
PWA	4/17/2017	Crack Sealing Contract Extension	B	APW	Stoneback	
PWA	4/17/2017	Asphalt Purchase	B	APW	Stoneback	
PWA	4/17/2017	Turbidimeter Purchase	B	APW	Stoneback	
PWA	4/17/2017	2017 Water Main contract	B	APW	Stoneback	
PWA	4/17/2017	2017 MFT Street Resurfacing	B	APW	Stoneback	
PWA	4/17/2017	Emerson/Ridge/Green Bay Const. Eng. Change Order	B	APW	Stoneback	
PRCS	4/17/2017	PRCS Summer Clothing Purchase	B	APW	Hemingway	
PRCS	4/17/2017	Summer Food Program	B	APW	Hemingway	
CMO	4/17/2017	Fund for Small Business Start Up Program	B	APW	Lyons	
CMO	4/17/2017	Vietnomnom Storefront Modernization	B	APW	Lyons	
Admin Svcs/CMO	4/17/2017	Change Order - SP Plus	B	APW	Lyons	
Admin Svcs	4/17/2017	Global Fire Contract Renewal/ Extension	B	APW	Storlie	
Admin Svcs	4/17/2017	Accept Public Art Donation	R	APW	Storlie	
PRCS	4/17/2017	30-R-17: Pope John XXIII School Way Honorary Street Name	R	APW	Hemingway	
CMO	4/17/2017	32-R-17: Loan to Fire Chief	R	APW	Bobkiewicz	
PWA	4/17/2017	Special Assessment Alley 1521	O	APW	Stoneback	Intro
PWA	4/17/2017	Special Assessment Alley 1522	O	APW	Stoneback	Intro
Admin Svcs	4/17/2017	2 Hr Parking Zone - Greenwood	O	APW	Storlie	Intro
Admin Svcs	4/17/2017	15 Min Parking on Green Bay at Emerson	O	APW	Storlie	Intro
Admin Svcs	4/17/2017	Amending Parking Dist 1 & 3 - Sheridan Rd from Central to 2815 Sheridan	O	APW	Storlie	Intro
Admin Svcs	4/17/2017	Residents Only Parking: 1100 Block Emerson & East Railroad	O	APW	Storlie	Intro
Legal	4/17/2017	Administrative Adjudication Code Amendments	O	APW	Farrar	Intro
Legal	4/17/2017	Code Amendment - Time Limit to Enter Liquor License Property	O	APW	Farrar	Intro

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Legal	4/17/2017	Liquor License Decrease - Whole Foods	O	APW	Farrar	Intro and Action
Legal	4/17/2017	Liquor License Class C Decrease/Increase - Hilton Garden	O	APW	Farrar	Intro
Legal	4/17/2017	Liquor License Class D Decrease/Increase Class I - The Barn	O	APW	Farrar	Intro
Legal	4/17/2017	Liquor License Class K Amendment	O	APW	Farrar	Intro
PWA	4/17/2017	Modification to BLI Staff	O	APW	Stoneback	Intro
CMO	4/17/2017	Disconnect Evanston Properties from Skokie Park Dist	R	PD	Lyons	
CD	4/17/2017	27-R-17: Amendment to Downtown Plan	R	PD	Mangum	
CD	4/17/2017	Micro-Distilleries: Zoning Amendment for permitted & special uses	O	PD	Mangum	Intro
CD	4/17/2017	831 Emerson Street - Planned Development & Rezoning	O	PD	Mangum	Intro
CD	4/17/2017	25-O-17, Zoning Relief for Circular Drive - 2658 Sheridan Rd	O	PD	Mangum	Action
	4/17/2017	Rules Committee (Policy on Advertising and Banking)			Bobkiewicz	After P&D
	4/17/2017	Exec Session (minutes release)		CC	Farrar	
Mayor	4/24/2017	Key to the City - Morris "Dino" Robinson	P	CC	Francellno	
CMO	4/24/2017	National Volunteer Week	PR	CC	Bobkiewicz	
HHS	4/24/2017	We're Out Walking (WOW) Ten Year Anniversary	P	CC	Thomas-Smith	
CMO	4/24/2017	Robert Crown Update (website/next-steps)	A	CC	Lyons	
PWA	4/24/2017	Water Week Winner	A	CC	Stoneback	
CMO	4/24/2017	RFP Process	D	APW	Bobkiewicz	
CD	4/24/2017	Approval of Divvy Station and D4EE Program Launch	B	APW	Mangum	
PRCS	4/24/2017	Summer Bus Transportation	B	APW	Hemingway	
PRCS	4/24/2017	Crown Center Concession Contract	B	APW	Hemingway	
PRCS	4/24/2017	Lakefront Concession Contract	B	APW	Hemingway	
PWA	4/24/2017	Streetlight Master Plan Engr Svcs	B	APW	Stoneback	
PWA	4/24/2017	Pavement Marking	B	APW	Stoneback	
PWA	4/24/2017	Reclamite Pavement Sealing Pilot Program	B	APW	Stoneback	
PWA	4/24/2017	Parking Lot Improvements	B	APW	Stoneback	
Admin Services	4/24/2017	Tire Purchase	B	APW	Storlie	
Admin Services	4/24/2017	Parking Meter Expenses	B	APW	Storlie	
Legal	4/24/2017	Exec Session Minutes Release	R	APW	Farrar	

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PWA	4/24/2017	Lead Service	O	APW	Stoneback	
CD	4/24/2017	Open Communities Landlord-Tenant Program App. Funding Renewal	B	PD	Mangum	
CD	4/24/2017	CPAH App for Afford. Housing and Rehab	B	PD	Mangum	
CD	4/24/2017	1881 Oak Ave (E2) - Major Adjustment to PD - Reduce parking	O	PD	Mangum	
CD	4/24/2017	820 Davis St. - Special Use for a Business/Vocational School,	O	PD	Mangum	Introduction
	4/24/2017	Exec Session (workers comp)		CC	Storlie	
CMO	5/8/2017	City Council Meetings (2) Old/New Essential Agenda Items Only		CC	Bobkiewicz	
CMO	5/15/2017	Rules Committee (Resolution to SWANCC's Board)		CC	Bobkiewicz	
Library / Admin Svcs	5/22/2017	Underground Library Parking Garage	B	APW	Danczak Lyons / Storlie	
CD	5/22/2017	Complete Streets Policy Revision	B	APW	Mangum	
CD	5/22/2017	120 Dodge Ave. - Special Use to expand an existing Retirement Home, Dobson Plaza,	O	PD	Mangum	Introduction
CD	5/22/2017	Landmark Designation: 1726 Hinman	O	PD	Mangum	
CMO	6/12/2017	Lease of City-Owned Property at 633 Howard	O	APW	Lyons	
PRCS	6/26/2017	Designation of Parks and Recreation Month	A	CC	Hemingway	
PRCS	6/26/2017	Handyman Contract Renewal	B	APW	Hemingway	
PRCS	7/24/2017	Moran Center Rehabilitation Agmt	R	APW	Hemingway	
PRCS	8/14/2017	YJC Career Pathways Agmt Renewal	B	APW	Hemingway	
PRCS	11/27/2017	Noyes Tenant Leases	R	APW	Hemingway	
Council & Committee Meetings						
4/3/2017	CANCELLED	Human Services Committee				

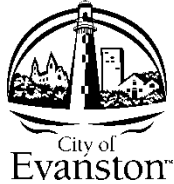
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
4/6/2017	7:00 PM	Housing, Homelessness and Human Relations Commission				
4/10/2017	6:00 PM	City Council				
4/12/2017	7:00 PM	Animal Welfare Board				
4/17/2017	6:00 PM	Rules, Administration & Public Works, Planning & Development, City Council				
4/19/2017	6:30 PM	M/W/EBE Development Committee				
4/24/2017	6:00 PM	Administration & Public Works, Planning & Development, City Council				
4/26/2017	6:00 PM	Transportation/Parking Commission				
4/26/2017	7:00 PM	Economic Development Committee				
<u>DEFERRED</u>	Date	Item	Action	Committee	Staff	
CD		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
CMO		D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
CMO		Amendment to PEHP Resolution	R	APW	Lyons	
Admin Serv		Title 9 City Code Amendments	O	CC	Farrar	(Introduced 1.27.14)
Law		Pedicabs	O	APW	Farrar	Tabled 3.9.15 (revisit 2016)
Law		Credit Card Analysis	D	APW	Lyons	
Admin Serv		Panhandling/Soliciting; limit residential hours to 4 pm	O	APW	Farrar	Intro 7/27/15; Held at 8/17 mtg
Law		Animal Welfare Board	O	R	Bobkiewicz	(for 2017)



Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Leonard, Economic Development Division Manager

Subject: Monthly Economic Development Report for March 2017

Date: April 5, 2017

Discussion

Enclosed is the monthly report of economic development activities for the month of February 2017. The report summarizes meetings, ongoing initiatives, new businesses, marketing activities, as well as activity reports on key economic development projects and sites.

If you have any questions or would like to discuss the report further, please contact me at 847-448-8014 or jleonard@cityofevanston.org.

Central Street		
Project	Address	Status
Central Street Business Association	n/a	Staff produces a monthly newsletter & is assisting with the Great merchant Grant application
Central Street Parking Survey	N/A	Survey is live and closed on 3/27. Next steps are being discussed.
Pita1	1926 Central Street	Pita1 closed, but another Mediterranean food concept is scheduled to open this spring.
Howard Street		
Project	Address	Status
Howard Street Business Association	N/A	HSBA last met on 3/9/17. Will be preparing submission for updated merchant grant program
City Owned Property Howard Theatre Properties	717, 721-723 Howard Street	Architect was selected and lease was approved by Council.
City Owned Property 727-729 Howard Street	727-729 Howard Street	Due diligence ongoing for interested party (Maureen Broom / Jazz concept).
City Owned Property - Police Outpost	633 Howard Street	Working on lease with Patisserie Coralie.
North Shore Cider	705 Howard	Now open; grand opening event was Saturday, 3/18/17.
Downtown		
Project	Address	Status
Downtown Performing Arts Center	N/A	Developer continues to pursue property acquisition
Sherman Plaza Retail	1620 Sherman Avenue	Economic Development and Downtown Evanston staff are working with the property manager to identify tenants for former Office Depot, Pier 1 and 800 Degrees Pizza spaces.
City owned parking lot ("library parking lot")	1714-20 Chicago Avenue	Developer has hired Paul Janicki and Holabird & Root to design office building.
Former 27 Live	1012 Church	Live music venue operator has leased the space.
Main Dempster Mile		
Project	Address	Status
Main Dempster Mile		Executive Director was hired full time, a social media consultant and events coordinators will be hired to help with events. Group is applying for 501(c)3 status.
FEW Spirits	609 South Boulevard	Interior remodeling for warehousing/wholesaling
600 Main Street	600 Main Street	Union Pacific halted lease negotiations with distillery.
Former Oliver Trains & Toys	710 Main Street	Toy store closed. Actively marketing for a new tenant
Former Wiener & Still Champion Space	802 Dempster Street	Owner actively seeking tenants
Whole Foods South	1111 Chicago Ave	This location closed. Property owner evaluating options
CEBA-Central Evanston Business Association		

nts	Address	Status
Central Evanston Business Association (Church & Dodge Group)	N/A	Staff working with CEBA to schedule next meeting.
Gibbs Morrison Cultural Center	1823 Church Street	Recording studio is now open.
WestEnd / Southwest		
Project	Address	Status
WestEnd Business Association	N/A	Staff is working with group to create monthly newsletters and provide other support as needed.
Recycling Center - 2222 Oakton Street	2222 Oakton Street	Smylie is currently in a due diligence period that ends 4/30/17.
Manufacturing Day Videos	N/A	Staff is working with 10 manufacturers to release 2-3 minute promotional videos starting in February. The videos will be released periodically as lead up to Manufacturing Day in October.

Loan Status	Borrower		Date Loan Funded	Original Loan Amount	Monthly Payment	Total Amount Paid			Balance in Arrears	Remaining Balance to be Paid [1]	Date Loan Terminates
	Name	Address				Principal	Interest	Total			
OPEN	Ward Eight	629 Howard St.	3.15.12	\$130,000.00	\$1,316.19	\$50,086.70	\$18,405.18	\$68,491.88	\$ -	\$79,913.30	12.1.22
OPEN	Evanston North Shore Contractor's Cooperative	1817 Church	8.14.12	\$200,000.00	\$1,028.26	\$10,904.73	\$15,830.03	\$26,734.76		\$189,095.27	1.5.20
OPEN	Peckish Pig (Building)	623 Howard St.	3.18.13	\$675,000.00	\$7,500.00	\$188,000.00	\$ -	\$188,000.00	\$ -	\$487,000.00	NA
OPEN	Little Beans	430 Asbury Ave.	2.1.14	\$75,000.00	\$832.65	\$9,601.11	\$7,051.89	\$16,653.00		\$65,398.89	1.31.25
Last Update 4/5/2017											

Project Name	Status	Meeting Dates		Funding	Summary of Project	Latest Update	Completion Date	Staff
		ED Committee	City Council					
Sunshine Enterprises Funding	Active - Pending City Council Approval	4/25/2016	5/9/2016	\$ 50,000.00	Funding for entrepreneurship program	EDC approved 4/25; Pending City Council approval 5/9	3Q2016	PZ
Great Merchant Grant - West Village	Active - City Council Approval	3/23/2016		\$ 7,200.00	Marketing support and planters		4Q2016	CP
Boltwood	Active - City Council Approval	1/27/2016	2/8/2016		Storefront modernization grant - signage	EDC approved 1/27; Council approval 2/8 project complete, invoices submitted	2Q2016	CP
2200 Green Bay Rd	Active - City Council Approval	12/2/2015	12/14/2015	\$ 10,000.00	Storefront modernization grant for complete rehab of street-facing façade	EDC approved 12/2; Council Approved 12/14	2Q2016	cp
Dance Center Evanston	Active - City Council Approval	12/2/2015	12/14/2015	\$50,000	Storefront modernization grant for buildout of convertible classroom/performance space	EDC approved 12/2; Council Approved 12/14 theater buildout nearing completion; awaiting invoices for reimbursement	2Q2016	CP
1800 Church St.	Active - City Council Approval	12/2/2015	12/14/2015	\$50,000	Storefront Modernization grant for rehabbing 4-unit commercial space	EDC approved 12/2; Council Approved 12/14	2Q2016	CP
Memorandum of Understanding with Strawdog Theatre	Active- Pending City Council Approval	10/28/2015	11/9/2015	\$ -	Memorandum of Understanding that will guide continued discussion of bringing performin arts/Strawdog Theatre to Evanston's Howard Street	EDC approved 10/28/2015;	2Q2016	
Storefront Modernization for Dave's Rock Shop	Active- City Council Approval	10/28/2015	11/9/2015	\$ 4,500.00	New Signage at Dave's Rock Shop at 711 Main Street	EDC Approved 10/28/15; Project Complete, invoices submitted, check issued.	1Q2016	CP
2222 Oakton Street	Active- City Council Approval	7/7/2015	7/13/2015	\$ -	Lease was approved by City Council on 12/12/22016	EDC Approved 7/7/2015, City Council Approved 7/13	3Q2016	JL
Accuity	Active- City Council Approval	5/27/2015	6/8/2015	\$210,000	Five year parking agreement, 70 spaces Maple Ave G	EDC approved 5/27, City Council 6.8	3Q 2016	PZ
Curt's Café (2922 Central St.)	Active - City Council Approval	4/22/2015	5/26/2015	\$42,000	Individual stipends for students that successfully comp	City Council approved 5/26	1Q 2016	PZ
Central Street Streetscape Improvements	Active- City Council Approval	4/22/2015	5/11/2015	\$25,000	Use of Economic Development Funds to assist in stre	City Council approved. Improvements set t	3Q 2015	
ZS Associates Retention Assistance	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/9/2015	TBD	Funding for relocation and ongoing assistance in form of potential hotel/motel tax sharing agreement.	City Council approved 2/9/2015.	1Q2017	PZ
Merchant Grant - Central Street	Active- Ready for EDC		1/27/2016	\$ 9,000.00	Banner Maintenance, Website Work, Plantings, Benches	City Council Approved 3/9. Working with Public Works to provide benches and coordinate projects with Streetscape Improvements	1Q2016	CA
Merchant Grant - West End	Active- Ready for EDC		1/27/2016	\$ 9,000.00	Planters/Plantings, business plan projects	City Council Approved 3/9. Working on entryway signage as part of business plan item	1Q2016	CA
Merchant Grant - West Village	Pending- Awaiting Neccesary Doucments		TBD	\$ 9,000.00	Plantings, Website and Marketing	City Council Approved 3/9. Work continues on website and promotion of district events is underway	1Q2016	CA
Merchant Grant - Chicago/Dempster	Active- City Council Approval		3/9/2015	\$ 9,000.00	Planters/Plantings, Bike Racks, Small Business Saturday Promotion, Wine Walk, Open House Event	City Council Approved 3/9.	1Q2016	
Merchant Grant - Main Street	Active- City Council Approval		3/9/2015	\$ 9,000.00	Approved to use 2014 funds to complete welcome packet printing and bike rack installation. No new funding provided	City Council Approved 3/9.	1Q2016	
Merchant Grant - Central Evanston (CEBA)	Pending- Awaiting Neccesary Doucments		TBD	\$ 9,000.00	Branding/Logo, Banners, Plantings	City Council Approved 3/9. Worked with Public works to determine planter locations	1Q2016	CA
Merchant Grant - Hill Arts	Active - Ready for EDC		1/27/2016	\$ 9,000.00	Dr. Hill Sculpture and Memorial Garden Maintenance, Plantings, Website/Blog Development	City Council Approved 3/9. Reimbursed \$1500 for plantings.	1Q2016	CA
Merchant Grant - Howard Street	Active - Ready for EDC		1/27/2016	\$ 1,754.00	Plantings, Replacement of tree lights to LED lights	City Council Approved 3/9.	1Q2016	CA

Merchant Grant - Noyes Street	Pending- Awaiting Necessary Documents		TBD	\$ 9,000.00	Branding/Marketing, Banners, Plantings	City Council Approved 3/9. Working to get plantings in place by late July/ early August	1Q2016	CA
Lucky Platter Façade (514 Main Street)	Closed -- Project Complete	1/28/2015	2/9/2015	TBD	Improvement of façade at 514 Main Street	Work on the Façade is complete.	1Q2015	MJ
Evanston Plaza Funding	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/23/2015	TBD	Funding for interior and exterior rehabilitation of grocery store space at Evanston Plaza	City Council consideration scheduled for 2/23/2015.	3Q2015	PZ
Chicago + Main (835 Chicago Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$ 2,900,000.00	Funding for TIF eligible expenses to reduce financial gap for office component of mixed-use building.	Groundbreaking in February 2015.	4Q2016	JN
Little Beans (430 Asbury Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$30,000 (façade); \$95,000 (loan)	Financial assistance for play café space in former Osco-Drug building. Assistance will fund fixtures and interior build-out of space. Also approved for façade improvement project.	Working to complete; opening early February	1Q2015	Jn
Campus Gear (1720 Sherman Ave.)	Active -- City Council Approved	7/9/2014	8/11/2014	\$ 10,000.00	Façade improvement project to install new signage and place new façade on new store space.	Extension requested into summer 2015. Looking to revise	1Q2015	MJ
Davis Transportation Loan	Closed -- Loan Funded	7/9/2014	8/11/2014	\$ 140,000.00	Loan for working capital and equipment for bus company.	Staff finalized agreements; First payment due in 2015.	4Q2014	PZ
Homestead Meats	Closed -- Project Complete	5/28/2014	8/9/2014	\$ 935.00	Façade Improvement	Funding awarded and project complete	2Q2014	JN
Fitness Avenues (1910 Main Street)	Closed -- Project Complete	7/9/2014	7/28/2014	\$ 1,980.00	Façade improvement	Project Complete; Ribbon-cutting held 8/6/14	3Q2014	MJ
La Principal - 700 Main Street	Active- City Council Approval	7/7/2015	7/13/2015	\$17,888	Façade improvement project to install signage, windows, lighting, paint, and awning	EDC Approved 7/7/2015, City Council Approved 7/13. Project completed, reimbursement issued.	4Q2015	CP
FEW Spirits (918 Chicago Ave.)	Closed -- Loan Funded	10/23/2013	6/23/2014	\$ 250,000.00	Loan for purchase of new equipment for additional bottling line for distillery and working capital.	Loan is funded	2Q2014	JN
Autobarn (222 Hartrey Avenue)	Active -- City Council Approved	8/7/2013	5/28/2014	\$ 2,500,000.00	TIF assistance for build-out at 222 Hartrey, 7B support to Cook County Assessor, and extension of Sales Tax Sharing Agreement.	Under construction; construction draws currently occurring	4Q2015	JN
Just Turkey Façade	Closed -- Project Complete	2/19/2014	3/10/2014	\$ 2,090.00	Façade improvement funds for signage at 2430 Main Street for new business.	Now Open 1Q2014	1Q2014	MJ
Curt's Café (2922 Central St.)	Active -- City Council Approved	9/25/2013	10/14/2013	\$ 21,000.00	Reimbursement for up to seven Evanston resident participants who are placed in jobs.	Curt's café continues training program	4Q2014	PZ
Next Chapter (1703 Orrington Ave)	Closed -- Project Complete	9/25/2013	10/14/2013	\$ 9,900.00	Support of Entrepreneurship education program at EPL.	Next Chapter is open and offering classes	1Q2014	PZ
Now We're Cookin' (1601 Payne St.)	Active -- Project in Process	8/7/2013	9/9/2013	\$ 60,933.00	Seeking funding support for entrepreneurial training for early stage food businesses.	Funding received; status reports provided regularly	3Q2015	PZ
Music Institute of Chicago (1702 Sherman Ave.)	Closed -- Project Complete	4/24/2013	5/13/2013	\$ 165,000.00	Sought funds to support build-out of black-box theatre and other extraordinary construction expenses..	Project Complete; Ribbon-cutting held 10/23/2014	3Q2013	JN
Peckish Pig (623 Howard St.)	Closed -- Project Complete	2/27/2013	3/18/2013	\$ 200,000.00	Build-out funds for City-owned property in support of creation of restaurant at 623 Howard Street.	Peckish opened 3/13/14	1Q2014	JN
Beacon Academy	Closed -- No City Assistance Necessary	8/28/2013	NA	\$ 250,000.00	Seeking build-out assistance for interior space of school.	Determined Project did not need City funding	NA	PZ
Margarita Inn (1566 Oak Ave.)	Closed -- No City Assistance Necessary	2/27/2013	NA	\$ 230,000.00	Support following major rehabilitation of the hotel to offset costs in the form of a hotel tax sharing agreement of new incremental.	Margarita Inn was able to secure bank loan without need of City tax sharing agreement.	NA	JN
Dempster/Chicago/Main Special Service Area	Active -- Project in Process	4/29/2014	NA	TBD	Chicago/Dempster and Main/Chicago merchants came to EDC seeking funding for larger special service area.	Public meetings are scheduled for 1Q2015	4Q2015	JN
Love Your Manufacturer Day	Active - Project in Process	1/30/2017		N/A	Initiative aims to create an event/series of events that showcases products made in Evanston, that teaches young people about careers in manufacturing, and shows appreciation for Edvanston manufacturers.	Staff is working on recording videos with 10 individual manufacturers.		PM

Le Tour de Noir	Active - Project in Process	2/13/2017	City Council	\$2,100.95	Initiative aims to provide support to the Black Business Consortium of Evanston/North Shore to plan and execute the second annual Tour de Noir and a business expo.	Event budget proposal was recommended by EDC on 1/25/2017. Final approval is pending from City Council on 02/13/2017.		PM
Latino Business Engagement Initiative	Active - Project in Process	11/18/2016		N/A	This initiative to identify Latinx Owned Businesses (LOBs) to learn more about the needs of this group and understand how to better engage them, while at the same time maximizing their business potential.	Held meeting on January 13, 2017. Group is exploring projects, logo, and mission statement. Staff will continue to support efforts		PM
Relocation of Police Outpost	Active -- Project in Process	4/29/2014	NA	TBD	Staff is actively working to identify opportunity for leasing of 633 Howard Street for retail/restaurant use.	Police Outpost is in process of relocation to 745 Howard Street.	2Q2015	JN



Memorandum

To: Honorable Mayor and Members of the City Council

From: Scott Mangum, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: April 6, 2017

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

Please contact me at (847) 448-8675 or smangum@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, March 29, 2017 - April 4, 2017

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	640 Emerson Street	Zoning Analysis	Install new accessible masonry ramp, stairs and new porch at main entry (NU)	04/04/17	pending DAPR
2	1216 Florence Avenue	Building Permit	Convert existing 2-flat into a SFR	03/23/17	pending staff review
2	2113 Greenleaf Street	Building Permit	Subdivide existing office/storage into 17 commercial units	03/23/17	DAPR 04/12/17
3	510 Kedzie Street	Zoning Analysis	Determination of maximum number of open parking spaces permitted for adjoining multifamily residential building	04/03/17	pending staff review
4	1027 Sherman Avenue	Building Permit	Interior remodel of office spaces, bathrooms, replace exterior stair, add exterior stair (Evanston Lumber)	02/16/17	pending major variation
4	1029 Asbury Avenue	Building Permit	Construct 2-story addition at SFR	02/28/17	non-compliant, pending revisions from applicant
4	1454-1508 Sherman Avenue	Zoning Analysis	Construct 16-story building with first floor commercial, 298 dwelling units and 192 parking spaces (Planned Development)	04/04/17	pending staff review
4	1560 Sherman Avenue	Building Permit	Concrete repair of existing parking garage (Sherman Plaza)	04/03/17	pending staff review
5	1748 Brown Avenue	Building Permit	New detached garage at SFR	11/29/16	non-compliant, pending revisions from applicant
5	824-28 Noyes Street	Building Permit	New 44-unit multi-family dwelling (planned development)	02/14/17	pending revisions
5	2210 Asbury Avenue	Building Permit	Addition and interior remodel to SFR	03/06/17	non-compliant, pending revisions
5	1829 Simpson Street	Zoning Analysis	Rezone property from R3 to B1 for existing building to be used for a restaurant	04/05/17	non-compliant, pending rezoning and variation applications
6	2424 Grant Street	Building Permit	Remove existing walk, construct new paver walk	03/02/17	non-compliant, pending major variation application
6	3025 Normandy Place	Building Permit	Construct new front porch, replace existing walk with larger paver walk	03/03/17	pending additional information from the applicant
6	3015 Payne Street	Building Permit	Addition to SFR	03/09/17	pending major variation
6	2536 Gross Point Road	Building Permit	Maintenance of existing cell tower (T-Mobile)	03/17/17	pending staff review
7	2022 Central Street	Building Permit	Interior and exterior remodel (Lush Wine and Spirits)	04/15/16	pending final DAPR
7	2705 Ashland Avenue	Building Permit	Construct site development and foundations up to underside of event level slab (NU - Welsh-Ryan Arena)	02/03/17	pending final DAPR
7	2145 Sheridan Road	Building Permit	Foundation only permit (NU - Tech Institute)	03/23/17	pending additional information from the applicant
7	2522 Orrington Avenue	Building Permit	Remove existing concrete and asphalt driveway, install new snow melt system and new concrete and paver driveway	03/30/17	pending revisions from the applicant
8	128-130 Chicago Avenue	Zoning Analysis	Construct four-story building with ground-floor retail landscape business, 10 dwelling units above, open parking lot	03/31/17	pending staff review

8	416 Custer Avenue	Building Permit	Basement renovation at multi-family dwelling	03/17/17	pending staff review
8	1418 Dobson Street	Building Permit	Second story addition to SFR	03/20/17	non-compliant, pending minor variation application
9	1125 Madison Street	Building Permit	Construct paver patios at SFR	09/22/16	work done w/out a permit, minor variation partially approved/denied, follow-up due 04/30/17
9	2425 Oakton Street	Zoning Analysis	Construct new car wash and new 2-tenant retail building (Planned Development)	03/31/17	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	2014 Orrington Avenue	Special Use/ Major Variation	Expansion of use of a Religious Institution, front yard setback and third story addition	02/17/17	pending Preservation, DAPR & ZBA
3	1018 Michigan Avenue	Minor Variation	Building lot coverage for new 3-car detached garage at SFR	03/28/17	Determination after 04/13/17
4	820 Davis Street	Special Use	Business/Vocational School - Knowledge Systems Institute (computer/technology classes)	03/08/17	P&D 04/24/17 & CC 05/08/17
6	2403 Hastings	Minor Variation	Building lot coverage, chimney and garage roof overhang setback for new SFR	03/20/17	Determination after 04/07/17
7	2658 Sheridan Road	Major Variation	Circular Driveway that is not on a Type 1 Street	01/26/17	CC 04/17/17
7	1410 Rosalie Street	Minor Variation	Building lot coverage and separation between principal and accessory buildings for addition to SFR	03/13/17	Determination after 04/05/17
7	1707 Chancellor Street	Minor Variation	Interior side yard setback for new detached garage	03/28/17	Determination after 04/12/17
8	120 Dodge Avenue	Special Use/Major Variation	Construct 1-story addition at Dobson Plaza	03/20/17	pending DAPR & ZBA



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: April 7, 2017

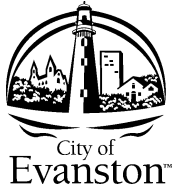
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update
Cases Received, April 7, 2017

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Fences are in fair condition. Contractor was asked to better maintain the fences. All other construction conditions comply. No construction activity at time of inspection.	4/3/2017
2	1613-27 Church Street (Church Street Village)	New 8 Unit Townhomes	Fences and sidewalks are in good condition. All construction conditions comply. Work on exterior brick has begun.	4/3/2017
4	1571 Maple Avenue	Mixed Use Building	The roof deck is installed and crew is finishing the parapet wall. Rough work for MEP contractors continues on floors 1 through 11. Masonry work is being done on the south side. Construction fencing and dust control screening is in place and plumb. Project site is orderly. Crane disassembly and sidewalk installation scheduled 4/05/17 to 04/15/17 resulting in lane reductions on Davis St.	4/4/2017
7	1620 Central Avenue	New 47 Unit Apartment Building	Interior work continues on all floors. There were no obstructions in the public right of way at the time of inspection.	4/4/2017
7	2705 Ashland (Welsh-Ryan Arena)	New Athletic Arena	Job has started demolition with the exception of steel supports which are needed to support the roof. Phase 1 consists of creating an area for materials and construction road going from Isabella to the arena. Fences, silt fences and wind screen are in place and plumb.	4/5/2017
7	2255 Campus (Ryan/Walter Athletic Center)	Lakeside Athletic Facility	Crews are installing the arched spans. Concrete has been poured for the upper and lower concourse and basement areas. Street cleaning is done on a regular basis. Construction and soil erosion fencing are in place and plumb. Job site is kept in order.	4/4/2017
7	560 Lincoln (NU Residence Hall)	New Dormitory	Rough inspection approvals have been obtained on all floors. Drywall is being installed on floors 2 through 6. Fences, silt fences and windscreen are in place and stand plumb. Job site is in order.	4/6/2017



Memorandum

To: Honorable Mayor and Members of the City Council

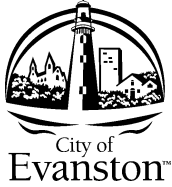
From: Ike Ogbo, Acting Assistant Director Health and Human Services Department

Subject: Food Establishment Application Weekly Report

Date: April 7, 2017

There were no new applications for food establishments for the week of April 2, 2017.

Please contact me at 847/448-2829 or iogbo@cityofevanston.org if you have any questions or need additional information.



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: April 6, 2017

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, date received and current status.

Please contact me at (847) 448-8160 or twhittington@cityofevanston.org if you have any questions or need additional information.

Liquor Licensing Weekly Report

Liquor Applications Received and Pending

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS¹
2	Hilton Garden Inn (New Owner)	1818 Maple Ave	C	Hotel/Restaurant (Liquor)	Mon-Sun: Noon-Midnight	1/26/17	Pending City Council Introduction
4	The Barn (Class Change from D to I)	1016 Church Street (rear)	I	Restaurant/packaged goods	Tu-Th : 5 PM - 10 PM; Fri-Sat: 5 PM - 11 PM	3/2/17	Pending City Council Introduction

¹ Applicants are first noticed to the Liquor Licensing Review Board before proceeding to City Council



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING APRIL 7, 2017

Who Will Vie for This Year's NWMC Communicopia Award?

In 2015, it was *Village of Hoffman Estates*. In 2016, the *Village of Wheeling* was awarded the NWMC Communicopia Award. Who will it be this year?

On Tuesday, staff distributed the call for members to submit gift baskets for the silent auction at the 2017 NWMC Annual Gala. The Gala will be held on Wednesday, June 21 at Manzo's Banquets in *Des Plaines*. Highlights of the evening will be the inauguration of the NWMC officers for FY2017-2018 and the presentation of the Communicopia Award. The deadline to submit baskets is Friday, June 9, so there is plenty of time to prepare. Please contact Marina Durso, mdurso@nwmc-cog.org or 847-296-9200, ext. 122 with any questions or for additional information. *Staff contact: Marina Durso*

Time to Get in on the April 25 Surplus Vehicle and Equipment Auction

The April 25 Municipal Surplus Vehicle and Equipment Auction at America's Auto Auction in Crestwood is less than a month away and continues to grow. This week, *Crete, Deerfield* and *Northbrook* indicated that they will join *Aurora, Evanston, Glenview, Lincolnshire, Morton Grove, Orland Park, Oswego, Park Forest, Sauk Village, Skokie, Skokie Library, Steger, Wheeling* and *Wilmette* at the auction. There is still time to participate, so please review your fleets and plan to take advantage of this opportunity to receive top dollar for your vehicles and equipment.

Please visit [http://www.nwmc-cog.org/Products-and-Services/Auction/Auction_April-25-2017-Ad\(2\).aspx](http://www.nwmc-cog.org/Products-and-Services/Auction/Auction_April-25-2017-Ad(2).aspx) for information on this event and our upcoming auctions. For questions or additional information, please contact staff or America's Auto Auction Commercial Account Manager Bruce Uhter, 708-389-4488 (office), 219-713-0327 (cell) or Bruce.Uhter@americasautoauction.com or sales representative Jim Fee, 773-315-0293 or jamesfee7522@yahoo.com. *Staff contact: Ellen Dayan*

SPC Extends Ford, Chevy Truck Contracts

The Suburban Purchasing Cooperative (SPC) Governing Board met on Tuesday and awarded final contract extensions on a variety of Ford and Chevrolet Trucks. Contracts are extended through the end of the 2017 model year production (estimated to be Fall 2017) on the following vehicles through Currie Fleet of Frankfort:

- Ford F-250 Super Duty Pick Up (Contract #142)
- Ford F-350 Super Duty Pick Up (Contract #143)
- Ford F-450XL Chassis Cab (Contract #145)
- Ford F550XL Chassis Cab (Contract #146)

The Chevrolet Tahoe Police Patrol Package (Contract #147) through Currie Motors of Forest Park has been extended from April 11, 2017 through April 10, 2018. Orders for the 2017 model are being accepted through the factory order cut-off date in May. When production begins on the 2018 model year, there will be no price increase. For questions or additional information on both the Ford and Chevrolet vehicles, please contact staff or Tom Sullivan, 815-464-9200 or CurrieFleet@gmail.com.

The Ford F-350 4x2 Chassis Cab (Contract #144) contract with Landmark Ford of Springfield has been extended through the end of the 2017 model year production, also estimated to be fall, 2017. For additional information, please contact staff or Steve Decker, 217-862-5253 or steve.decker@landmarkauto.com. *Staff contact: Ellen Dayan*

RSVP Today for the NWMC Local Government Communicators Meeting

The Northwest Municipal Conference Local Government Communicators committee will meet on Wednesday, April 19 from 11:30 a.m. to 1:00 p.m. at the *Hoffman Estates Village Hall*, 1900 Hassell Road. Please RSVP and/or forward agenda items by Friday, April 14 to *Carpentersville Assistant to the Village Manager/Director of Human Resources Samantha Brunell*, sbrunell@cville.org or 224-293-1628. All members are invited to attend the meeting and/or join the committee, which meets quarterly and serves as a forum to discuss communications best practices and related topics relevant to local governments. *Staff contacts: Mark Fowler, Marina Durso*

ComEd Issues “Smart Grid Law Capstone Report”

From the desk of ComEd President and CEO Anne Pramaggiore:

“I am pleased to present you with this [ComEd Smart Grid Law Capstone Report](#), which brings to life the tremendous work and results over the past five years to upgrade and modernize our electric grid as part of the Energy Infrastructure Modernization Act (Smart Grid Law).

Because of the Smart Grid Law, today we have a smarter, stronger and more efficient energy delivery system that is providing great value to our customers and state. I want to thank the Illinois General Assembly for their leadership and vision that led to the passage of the Smart Grid Law in 2011. This created an important opportunity to bring a 100 year old system into the 21st century, ready to power lives and businesses in today’s digital economy.

All of us at ComEd are proud to say we have delivered on this promise –with record reliability, thousands of jobs, customer satisfaction at all-time highs, and new innovative programs for our customers. We’re also pleased to share with you the remarkable results within this report, even as we begin work on the next chapter of Illinois’ energy future.”

The nineteen-page report highlights electric service reliability, customer service and other improvements resulting from the legislation. The NWMC and its members played a significant role in shaping the 2011 Smart Grid legislation as well as facilitating establishment of the Joint Operation Centers and improving coordination and information flow between municipalities and ComEd. We are pleased to see the plan coming to fruition and look forward to future improvements. *Staff contacts: Mark Fowler, Larry Bury*

Register Today for IML Lobby Day

On Wednesday, April 26, the Illinois Municipal League (IML) will conduct their annual Lobby Day in Springfield. The day will begin with a 9:00 a.m. legislative briefing at the IML offices and conclude with a reception at the Abraham Lincoln Presidential Museum at 6:30 p.m. In between, participants are encouraged to meet with their representatives and senators, attend committee hearings and advocate for the interests of local governments. Registration for the briefing and reception are required, so please visit <http://www.iml.org/lobbyday> for more information and to register. *Staff contacts: Mark Fowler, Larry Bury*

Sustainability Planning Using the GRC2 Framework

On Tuesday, April 18, the Metropolitan Mayors Caucus (MMC) is hosting an implementation workshop for the Greenest Region Compact 2 (GRC2). The workshop will be held from 1:00 p.m. to 3:00 p.m. at the *Hanover Park Police Department Community Room*, 2121 Lake Street.

As stated in the workshop announcement: “Simplify sustainability planning by learning to use the Greenest Region Compact 2 (GRC2) Framework at this free workshop. The GRC2 Framework is a powerful tool that is scalable for communities that simply want guidance to prioritize their sustainable actions, or it can also be used to create a comprehensive sustainability plan. Celebrate Earth Day, April 22nd by adopting the [Greenest Region Compact 2](#) or beginning a sustainability plan.

Representatives from the Metropolitan Mayors Caucus and the South Metropolitan Higher Education Consortium will introduce the GRC2 Framework; and the communities of *Hanover Park*, *Highland Park* and *Schaumburg* will discuss their experiences using the Framework. Municipal staff, elected officials, and citizen commissioners are invited. Registration and more information [here](#).” *Staff contacts: Mark Fowler, Mike Walczak*

Reminder: Apply Today for the Illinois Sustainability Awards

From the Desk of Illinois Sustainable Technology Center Senior Operations Manager Debra Jacobson:

Gain recognition for your commitment to the environment and the sustainability achievements of your organization. The Illinois Sustainable Technology Center (ISTC), part of the Prairie Research Institute at the University of Illinois, annually presents the [Illinois Sustainability Award](#) to organizations in Illinois that have demonstrated a commitment to environmental excellence. The Illinois Sustainability Award was established in 1987 and is the longest running state environmental award in the country for sustainable businesses and organizations.

The application opens today, March 1, 2017 and the deadline for submitting your application is the close of business May 4. Applications will only be accepted electronically. Application information, evaluation criteria, sample applications and more can be found on our [website](#).

This program is open to all public and private organizations with operations in Illinois. We encourage you to forward this announcement to colleagues that may be interested. Our Technical Assistance Program staff would be happy to answer any questions you may have about the award application or guide you through the application process. Please contact Deb Jacobson at istc-info@illinois.edu. *Staff contact: Mark Fowler*

Meetings and Events

NWMC Finance Committee will meet Wednesday, April 12 at noon via conference call.

NWMC Board of Directors will meet Wednesday, April 12 at 7:00 p.m. at Oakton Community College, Room 1604 in *Des Plaines*.

NWMC Bicycle and Pedestrian Committee will meet Tuesday, April 18 at 10:30 a.m. at the NWMC offices.

NWMC Legislative Committee will meet Wednesday, April 19 at 8:30 a.m. at the NWMC offices.

NWMC Transportation Committee will meet Thursday, April 27 at 8:30 a.m. at the NWMC offices.