

Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, March 20, 2015

STAFF REPORTS BY DEPARTMENT



Weekly Report for March 13, 2015 – March 19, 2015

Administrative Services

January 2015 Monthly Financial Report
Weekly Bids Advertised – None

City Manager's Office

Master Council Meeting Agenda Schedule

Community Development

Zoning Report
Inspection Report

Health Department

Food Establishment Application Weekly Report

Law Department

Weekly Liquor License Applications Report

Parks, Recreation and Community Services Department

2015 Schedule of Starlight Concerts & Movies

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

March 23, 2015

Board of Animal Control

www.cityofevanston.org/animalcontrolboard

Administration & Public Works Committee Meeting

www.cityofevanston.org/apw

Planning and Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

March 24, 2015

Human Relations Commission

www.cityofevanston.org/humanrelationscommission

March 25, 2015

Design and Project Review Committee

www.cityofevanston.org/dapr

Transportation & Parking Committee – canceled

Economic Development Committee – canceled

Harley Clarke Citizens' Committee

March 26, 2015

Emergency Telephone System Board – canceled

March 27, 2015

Housing & Homelessness Commission

www.cityofevanston.org/housingcommission



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of March 13, 2015 through March 19, 2015.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2525	2204
SERVICE REQUESTS	650	597
TOTAL CHATS	56	55
TOTAL TEXT	6	9

Top 5 Service Requests

Total

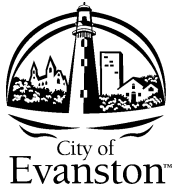
Most requested service requests (Source: PublicStuff - Open/Closed)

1. Building Permit Inspection Request	75
2. Trash – Special Pick-up	72
3. Broken Parking Meter	68
4. Trash – Accumulation	27
5. Rodents – Rats	17
Tree Evaluation	

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	329
Administrative Services -Finance	40
Administrative Services -HR	61
Administrative Services - Other	129
Call Transfer	117
City Manager's Office	55
ComDev / Economic Development	29
ComDev/ Bldg Inspections	209
ComDev / Housing Rehab	7
ComDev / Planning/Zoning	15
Directions	6
Evanston Township	6
Fire Life Safety	21
PublicStuff Request	246
Health	78
Information	438
Law	1
Library	5
Mayor's Office	9
Other	149
Other – Social Services	4
Parks – Maintenance	0
Parks – Programs/Picnics/Permits	13
Parks – Other	10
Parks/Recreation	35
Parks – Forestry	15
Parks- Recreation Programs	59
Police	139
Public Works / Fleet	6
Public Works / Street Sanitation	127
Public Works / Engineering	45
Utilities – Power	2
Utilities – Sewer	9
Utilities – Water	111
TOTAL	2525



Memorandum

To: Wally Bobkiewicz, City Manager
 Martin Lyons, Assistant City Manager/Chief Financial Officer

From: Ashley King, Assistant Director
 Andrew Villamin, Interim Accounting Manager

Subject: January 2015 Monthly Financial Report

Date: March 20, 2015

Please find attached the unaudited financial statements as of January 31, 2015. A summary by fund for total revenues, expenditures/expenses, fund balances, and cash balances is as follows:

Fund Name	Fund #	YTD	YTD	YTD	1/31/2015	1/31/2015
		1/31/2015	1/31/2015	1/31/2015	Unreserved	Cash
		Revenue	Expenses	Net	Fund Balance	Balance*
General	100	\$ 6,601,567	\$ 5,541,702	\$ 1,059,865	\$ 17,350,271	\$ 5,232,590
General Assistance Fund	175	1,642	67,995	(66,352)	116,747	(59,281)
Neighborhood Stabilization	195	10	4,882	(4,872)	206,663	205,248
Motor Fuel	200	187,598	69,417	118,181	1,870,640	2,355,431
Emergency 911	205	80,139	47,392	32,748	948,318	775,989
SSA#4	210	-	-	-	(158,736)	(189,603)
CDBG	215	37,789	56,972	(19,182)	(89,243)	(233,532)
CDBG Loan	220	34,123	79	34,044	2,394,372	154,890
Economic Development	225	452,418	374,863	77,555	3,587,667	3,027,567
Neighborhood Improvement	235	-	-	-	149,915	149,915
Home	240	50,034	1,665	48,369	3,936,505	415
Affordable Housing	250	10,423	187	10,236	2,567,429	854,737
Washington National TIF	300	6,438	272,108	(265,670)	5,877,237	5,469,836
SSA#5	305	976	-	976	462,331	401,025
SW II TIF (Howard Hartrey)	310	83	12,334	(12,251)	2,409,295	2,393,662
Southwest TIF	315	-	-	-	905,308	909,019
Debt Service	320	230,457	250	230,207	3,806,168	856,308
Howard Ridge TIF	330	14,771	3,701	11,070	79,468	68,223
West Evanston TIF	335	11	5,597	(5,586)	501,880	501,880
Dempster-Dodge TIF	340	-	-	-	-	-
Capital Improvement	415	197	40,608	(40,411)	13,098,104	9,616,803
Special Assessment	420	52,685	-	52,685	2,571,394	2,567,143
Parking	505	650,285	224,177	426,107	13,851,364	12,976,401
Water	510-513	1,267,721	662,080	605,641	8,472,796	8,082,697
Sewer	515	1,078,045	500,248	577,797	5,198,494	3,443,602
Solid Waste	520	443,406	102,063	341,342	(801,209)	(1,238,850)
Fleet	600	279,711	86,243	193,467	79,634	(501,942)
Equipment Replacement	601	151,636	-	151,636	1,418,400	1,423,406
Insurance	605	992,772	1,364,277	(371,505)	(3,839,426)	856,524
Library	185	57,307	356,311	(299,004)	976,946	278,073
Library Debt Fund	186	-	-	-	-	-
Total**		\$ 12,682,244	\$ 9,795,151	\$ 2,887,094	\$ 87,948,729	\$ 60,378,174

*This is net of any interfund receivables/payables

**This summary does not include the Police or Fire Pension Funds even though detailed reports are included.

Included above are the ending balances as of January 31, 2015 for both unreserved fund and cash balances. Of these two amounts, cash balance is the more meaningful metric since this represents liquid cash and/or invested assets which may be used (or easily sold) to support and fund current operations. While ending fund balance is also an important measurement of the City's financial health, it usually includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses.

As of January 31, 2015, the General Fund is reporting a surplus of \$1,059,865. As can be seen in the chart on page four of this memorandum, the General Fund expenditures are 6.1% of budget and revenues are 7.2% of budget. The month of January should not exceed 8.3% of budget. Please note that revenues and expenses arrive at various times throughout the year (i.e. property taxes, parks summer programming, etc) and are not always evenly divided among months.

Through January 31, 2015, the Special Service Area (SSA) #4 Fund is showing a negative cash balance of \$189,039. There has been no activity for this fund in January.

Through January 31, 2015, the Community Development Block Grant (CDBG) Fund is showing a negative fund balance of \$89,243. This amount will be reimbursed from draw downs from HUD during 2015.

Through January 31, 2015, the Economic Development Fund is showing a fund balance of \$3,587,667 and a cash balance of \$3,027,567. These balances include approximately \$1 million of revenue associated with the Gigabit Challenge which is anticipated to be returned to the state.

Through January 31, 2015, the Solid Waste Fund is showing a negative fund balance of \$801,209 and a negative cash balance of \$1,238,850. Both of these numbers show improvement from the end of 2014.

Though operating at a surplus for the year, through January 31, 2015 the Fleet Fund is showing a negative cash balance of \$501,942. The fund balance for the Fleet Fund is \$79,634. This is a significant improvement over the end of 2014 fund balance of negative \$113,833.

Through January 31, 2015, the Insurance Fund is showing a negative fund balance of \$3,839,426. This negative balance is primarily for claims/cases being expensed. These claims/cases have not been settled, and therefore there is no guarantee the City will actually experience this negative fund balance as estimated. The City pays for annual liability, works comp, and property liability insurance in January each year which accounts for the \$1,364,277 expense for January. The Insurance Fund's cash balance of \$856,524 includes a January transfer from the IPBC Health Insurance Pool of \$25,000.

If there are any questions on the attached report, please contact me by phone at (847) 859-7884 or by email: aking@cityofevanston.org. Detailed fund summary reports can be found at the following link: <http://www.cityofevanston.org/city-budget/financial-reports/>.

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Martin Lyons, Treasurer of the City of Evanston, hereby affirm that I have reviewed the January 31, 2015 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.

Martin Lyons, Treasurer

Report of Budget-to-Actual Revenues and Expenditures
As of January 31, 2015
(Target is 8.33% of FY 2015 Budget)

	General Fund			Parking Fund			Water Fund			Sewer Fund			Solid Waste Fund			
	<u>Revenues</u>	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget
Property Tax	\$ 11,627,072	\$ 19,727	0.2%	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		
Sales Tax	16,405,000	1,307,000	8.0%	-	-		-	-		-	-		-	-		
State Income Tax	7,500,000	587,000	7.8%	-	-		-	-		-	-		-	-		
Utility Tax	8,170,000	667,000	8.2%	-	-		-	-		-	-		-	-		
Real Estate Transfer Tax	2,875,000	126,980	4.4%	-	-		-	-		-	-		-	-		
Liquor Tax	2,450,000	293,704	12.0%	-	-		-	-		-	-		-	-		
Other Taxes	6,289,300	379,331	6.0%	-	-		-	-		-	-		-	-		
Licenses, Permits, Fees	13,466,859	1,531,580	11.4%	-	-		-	-		-	-		-	-		
Charges for Services	8,130,667	611,320	7.5%	6,434,293	406,510	6.3%	15,373,000	1,228,618	8.0%	13,072,700	1,077,936	8.2%	4,022,394	335,486	8.3%	
Intergovernmental Revenues	725,727	96,859	13.3%	-	-		-	-		-	-		4,000	19,922	498.0%	
Interfund Transfers	7,892,893	636,904	8.1%	2,925,296	243,775	8.3%	-	-		-	-		1,055,967	87,997	8.3%	
Other Non-Tax Revenue	5,902,117	344,163	5.8%	2,034,004	-	0.0%	12,686,100	39,104	0.3%	1,000	109	10.9%	-	-		
Total Revenues	\$ 91,434,635	\$ 6,601,567	7.2%	\$ 11,393,593	\$ 650,285	5.7%	\$ 28,059,100	\$ 1,267,721	4.5%	\$ 13,073,700	\$ 1,078,045	8.2%	\$ 5,082,361	\$ 443,406	8.7%	
Expenditures																
Legislative	\$ 677,023	\$ 37,281	5.5%	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		
City Administration	1,903,126	112,394	5.9%	-	-		-	-		-	-		-	-		
Law Department	1,129,534	63,405	5.6%	-	-		-	-		-	-		-	-		
Administrative Services Department	10,371,388	540,896	5.2%	-	-		-	-		-	-		-	-		
Community Development	2,427,257	173,342	7.1%	-	-		-	-		-	-		-	-		
Police Department	27,820,569	1,932,065	6.9%	-	-		-	-		-	-		-	-		
Fire & Life Safety Services	14,462,599	956,896	6.6%	-	-		-	-		-	-		-	-		
Health Department	3,658,702	148,914	4.1%	-	-		-	-		-	-		-	-		
Public Works - Operating	18,048,955	1,081,369	6.0%	11,902,294	224,177	1.9%	-	-		-	-		5,191,820	102,063	2.0%	
Public Works - Capital Outlay	-	-		3,505,000	-	0.0%	-	-		-	-		-	-		
Parks, Recreation & Comm. Services	10,836,161	495,138	4.6%	-	-		-	-		-	-		-	-		
Capital Improvement Transfer	-	-		-	-		-	-		-	-		-	-		
Transfer to Debt Service Fund	-	-		-	-		-	-		-	-		-	-		
Utilities - Operating	-	-		-	-		13,451,635	395,909	2.9%	12,321,135	500,248	4.1%	-	-		
Utilities - Capital Outlay	-	-		-	-		10,538,100	266,171	2.5%	1,068,500	-	0.0%	-	-		
Total Expenditures	\$ 91,335,314	\$ 5,541,702	6.1%	\$ 15,407,294	\$ 224,177	1.5%	\$ 23,989,735	\$ 662,080	2.8%	\$ 13,389,635	\$ 500,248	3.7%	\$ 5,191,820	\$ 102,063	2.0%	

Evanston City Council Agenda Schedule - 2015

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

**2015 Meeting Dates: Jan 12, Jan 20 (Tues), Jan 26, Feb 9, ~~Feb 16~~, Feb 23, Mar 9, Mar 16, Mar 23, Apr 13, Apr 20, Apr 27
 May 11, May 18, May 26 (Tues), June 8, June 15, June 22, July 13, July 20, July 27, Aug 17, Sept 15 (Tues), Sept 21, Sept 28
 Oct 12, Oct 19, Oct 26, Nov 9, Nov 16, Nov 23, Dec 14, (Jan 11, 2016)**

B=Business of the City by Motion R=Resolution O=Ordinance
 D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business
 APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development
 BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CD	4/13/2015	National Fair Housing Month - April	PR	CC	Muenzer	
Library	4/13/2015	National Library Week Apr 12-18	PR	CC	Danczak-Lyons	
CMO	4/13/2015	National Volunteer Week Apr 12-18	PR	CC	Bobkiewicz	
CMO/Public Works	4/13/2015	Earth Day/Arbor Day/Tree City Award	A	CC	Bobkiewicz/Robinson	
Admin Services	4/13/2015	GFOA Award	A	CC	Lyons	
CMO	4/13/2015	Public Hearing for Dempster/Main/Chicago SSA	B	CC	Bobkiewicz	
Public Works	4/13/2015	Spring Tree Planting Purchase	B	APW	Robinson	
Public Works	4/13/2015	Solid Waster Recommendation	B	APW	Robinson	
Public Works	4/13/2015	Chicken & Waffles	B	APW	Robinson	
Public Works	4/13/2015	Cold Patch Asphalt Contract	B	APW	Robinson	
Utilities	4/13/2015	1914 Clearwell Repair Engr Svcs	B	APW	Stoneback	
Utilities	4/13/2015	Toilet Installation Program	B	APW	Stoneback	
CMO	4/13/2015	Channel 16 Equipment Purchase	B	APW	Storlie	
Utilities	4/13/2015	Change Order: Heated Intake	B	APW	Stoneback	
Public Works	4/13/2015	Change Order: Dempster Signals	B	APW	Robinson	
Public Works	4/13/2015	2015 MFT Street Resurfacing	R	APW	Robinson	
CMO/Public Works	4/13/2015	D65 Fiber Network Franchise Agreement	R	APW	Storlie/Robinson	
Admin Services	4/13/2015	Update Letter of Credit Dempster/Dodge & Main/Chicago	R	APW	Lyons	
Public Works	4/13/2015	NU Alley Paving Agreement	R	APW	Robinson	
CMO	4/13/2015	Lease for 1804 Maple (cannabis)	O	APW	Bobkiewicz	Introduction
Law	4/13/2015	Whole Foods Liquor Ord	O	APW	Farrar	Introduction
Law	4/13/2015	Sidewalk Cafes/Sidewalk consumption of alcohol at wine sellers	O	APW	Farrar	Introduction
CMO	4/13/2015	Authorize Sale 1821 Ridge	O	APW	Bobkiewicz	Introduction
Law	4/13/2015	Sidewalk Cafes	O	APW	Farrar	Introduction
Public Works	4/13/2015	Dryden Lane Street Name	O	APW	Robinson	Introduction
CD	4/13/2015	1620 Central Street Planned Development	O	PD	Muenzer	Introduction
PRCS	4/13/2015	RFQ Gibbs-Morrison Café Operator	B	HS	McRae	
	4/20/2015	Cancel 4/20/15 CC Meeting?				
Admin Services	4/27/2015	Employee Service Awards	A	CC	Lyons	
Utilities	4/27/2015	National Drinking Water Week May 3-9	P	APW	Stoneback	
Public Works	4/27/2015	Pavement Markings	B	APW	Robinson	
Public Works	4/27/2015	Asphalt Contract Renewal	B	APW	Robinson	

3/20/2015 2:04 PM

1 of 3

Evanston City Council Agenda Schedule - 2015

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

**2015 Meeting Dates: Jan 12, Jan 20 (Tues), Jan 26, Feb 9, ~~Feb 16~~, Feb 23, Mar 9, Mar 16, Mar 23, Apr 13, Apr 20, Apr 27
 May 11, May 18, May 26 (Tues), June 8, June 15, June 22, July 13, July 20, July 27, Aug 17, Sept 15 (Tues), Sept 21, Sept 28
 Oct 12, Oct 19, Oct 26, Nov 9, Nov 16, Nov 23, Dec 14, (Jan 11, 2016)**

B=Business of the City by Motion R=Resolution O=Ordinance
 D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business
 APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development
 BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Public Works	4/27/2015	Vehicle Purchase	B	APW	Robinson	
Admin Serv	4/27/2015	Investment Strategies: Institutions	B	APW	Lyons	
Admin Services	4/27/2015	RV - Trailer Parking	O	APW	Lyons	Introduction
CMO	4/27/2015	Increased Fines for Bikes on Sidewalks	O	APW	Bobkiewicz	Introduction
Admin Services	4/27/2015	LEP - M/W/EBE Discussion	D	APW	Lyons	
Public Works	4/27/2015	Public Works Apprenticeship Program	D	APW	Robinson	
Public Works	4/27/2015	Emerson/Ridge/Green Bay Viaduct	D	APW	Robinson	
CD	4/27/2015	Text Amendment: Personal Service Establishment	O	PD	Muenzer	Introduction
Law	4/27/2015	Hotel-Motel Tax for B&Bs	O	PD	Farrar	Introduction (Held in Committee 1.26.15)
	5/11/2015	Vogue Fabrics Proclamation	PR	CC		
Public Works	5/11/2015	Public Works Week, May 17-23	PR	APW	Robinson	
Public Works	5/11/2015	Uniform Purchase Contract	B	APW	Robinson	
CD	5/18/2015	Preservation Proclamation & Awards	P	CC	Muenzer	3rd Monday
Admin Services	5/18/2015	FY2015 Budget	B	CC	Lyons	
CD	5/26/2015	Northwestern University Lakefront Subdivision	R	PD	Muenzer	
	6/8/2015	Garden Club of Evanston Centennial	PR	CC	Storlie	
CMO	6/8/2015	SSA Ordinance	O	APW	Bobkiewicz	Introduction
	7/13/2015	National Independent Retailers Month		CC		
Council & Committee Meetings						
Mon, March 23	6:00 PM	A&PW, P&D, City Council meetings				
Fri, March 27	7:00 AM	Housing & Homelessness Commission				
Wed, Apr 1	7:00 PM	Northwestern University/City Committee				
Mon, Apr 6	6:00 PM	Rules Committee				
Mon, Apr 6	7:30 PM	Human Services Committee				
Mon, Apr 13	6:00 PM	A&PW, P&D, City Council meetings				
Wed, Apr 15	6:30 PM	M/W/EBE Advisory Committee				

Evanston City Council Agenda Schedule - 2015

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

2015 Meeting Dates: Jan 12, Jan 20 (Tues), Jan 26, Feb 9, Feb 16, Feb 23, Mar 9, Mar 16, Mar 23, Apr 13, Apr 20, Apr 27			
May 11, May 18, May 26 (Tues), June 8, June 15, June 22, July 13, July 20, July 27, Aug 17, Sept 15 (Tues), Sept 21, Sept 28			
Oct 12, Oct 19, Oct 26, Nov 9, Nov 16, Nov 23, Dec 14, (Jan 11, 2016)			

B=Business of the City by Motion R=Resolution O=Ordinance
 D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business
 APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development
 BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Wed, Apr 15	7:00 PM	Harley Clarke Citizens' Committee				
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	
Utilities	TBA	Computerized Maintenance Management System	B	APW	Stoneback	
Law	TBA	22 ounce containers for P-1 Liquor Lic (New #)	O	APW	Farrar	Introduction (Held in Committee 10.13.14)
CD	TBA	Inclusionary Housing	O	PD	Muenzer	Action (Intro on 7/28/14; referred to subcomtte)
Public Works	TBA	BAS Contract - 8 City buildings	B	APW	Robinson	
CMO	TBA	D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv	TBA	Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv	TBA	Amendment to PEHP Resolution	R	APW	Lyons	
Law	TBA	Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	
PRCS	TBA	Animal Shelter Contract	B	HS		
CD	TBA	Rental Licensing	O	PD		
Public Works	TBA	Ecology Center Greenhouse	B	APW	Robinson	
Law	TBA	Title 9 City Code Amendments	O	CC	Farrar	(Introduced 1.27.14)
Law	2016	Pedicabs	O	APW	Farrar	Tabled 3.9.15 (revisit 2016)



Memorandum

To: Honorable Mayor and Members of the City Council
From: Lorrie Pearson, Planning and Zoning Administrator
Subject: Weekly Zoning Report
Date: March 20, 2015

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 847/448-8674 or lpearson@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update

Cases Received and Pending, March 13 - March 19, 2015

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	1622 Sherman Avenue	Building Permit	Interior remodeling for type 2 restaurant (dba Epic Burger)	03/18/15	pending City Council
1	2030 Orrington Avenue	Zoning Analysis	Construct 1-story addition, deck, 2-car detached garage at SFR	03/16/15	compliant
1	2306 Orrington Avenue	Building Permit	Interior/exterior remodeling at SFR	02/04/15	pending additional info from applicant
1	601-721 University Place	Zoning Analysis	Proposed subdivision in U1 District (Northwestern University)	12/29/14	pending additional info from applicant
1	733 Colfax Street	Zoning Analysis	Construct 2 1/2 story SFR with coach house	03/19/15	pending staff review
2	1101 Dodge Avenue	Building Permit	Convert vacant building into multi-family residence	03/18/15	pending DAPR
2	1808 Maple Avenue	Building Permit	Install blue light emergency phone structure (Northwestern)	11/06/14	pending staff review
2	1815 Ridge Avenue	Zoning Analysis	Construct 9-story, 155 DU/mixed use building (Planned Development)	08/19/14	pending additional info from applicant
2	2020 Greenwood Street	Building Permit	Convert existing factory into self-storage facility	02/25/15	pending DAPR
2	709 Brown Avenue	Zoning Analysis	Construct 2nd story addition at SFR	03/19/15	pending staff review
3	1241 Chicago Avenue	Building Permit	Int. remodeling for Type 2 restaurant (dba Jimmy Johns)	03/17/15	compliant
3	835 Chicago Avenue	Building Permit	Foundation only for new 9-story mixed use retail, office & residential building	02/26/15	pending staff review
3	900 Chicago Avenue	Building Permit	Interior remodeling for Convenience Store and accessory Type 2 Rest.	03/06/15	pending Special Use
4	1610 Maple Avenue	Building Permit	Interior remodeling for retail sales (dba Elysium Games)	03/17/15	compliant
4	620 Davis Street	Building Permit	Interior/exterior (storefront) remodeling for Type 1 restaurant (Boiling Point)	02/04/15	DAPR 03/25/15
5	1655 Foster Street	Building Permit	Replacement of existing antennae for Sprint wireless.	03/16/15	compliant
5	1705 Simpson Street	Zoning Analysis	Confirmation of ground floor live-work unit	03/16/15	compliant
6	2321 Thayer Street	Building Permit	Construct new 2-story single family residence and garage	03/07/15	pending staff review
6	3134 Central Street	Zoning Analysis	Construct new 2-story single family residence	03/10/15	pending additional info from applicant
6	3330 Central Street	Building Permit	Interior/exterior remodeling (Starbucks)	02/12/15	pending additional info from applicant
7	1127 Grant Street	Building Permit	Interior and exterior remodeling at SFR	03/16/15	compliant
7	2307 Grey Avenue	Zoning Analysis	Construct 2nd floor addition	03/18/15	additional info from applicant
7	2751 Ashland Avenue (formerly 1600 Isabella)	Building Permit	Interior/exterior additions to NU Baseball Field	08/19/14	pending DAPR
8	120 Dodge Avenue	Building Permit	Construct front yard patio at Dobson Plaza Nursing Home	02/20/15	pending additional info from applicant
8	128-130 Chicago Avenue	Building Permit	Interior/exterior remodeling for change of use (retail service use: U-Haul)	06/26/14	pending DAPR
8	1409 Dobson Street	Building Permit	Dormer addition to SFR	02/26/15	pending Minor Variance

8	1909-11 Howard Street	Building Permit	Int./ext. remodeling (child day care)	03/19/15	pending DAPR
8	805 Mulford Street	Zoning Analysis	Construct new 8-unit condo building with 12 underground parking spaces	01/07/15	pending additional info from applicant
9	710 Ridge Avenue	Building Permit	Int./ext. remodeling at SFR	03/16/15	compliant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	1603 Orrington Avenue	Zoning Complaint	Illegal parking lot use (Chase Bank lot)	02/23/15	AA Hearing 3/26/15
1	1622 Sherman Avenue	Special Use	Type 2 Restaurant: Epic Burger	02/05/15	P&D 03/23/15
1	711 Emerson Street	Zoning Complaint	Open parking location and parking stall size	01/20/15	2nd violation letter mailed 03/02/15
2	1804 Washington Street	Zoning Complaint	Automobile Repair establishment in residential district	09/16/14	Drive-by insp. on-going
3	727 Forest Avenue	Major Variance	Height variance for a 3-story addition to a 3-story single family residence	03/09/15	ZBA 04/21/15 & DAPR 03/25/15
3	900 Chicago Avenue	Special Use	Convenience Store with accessory Type 2 Restaurant: Ad Val's Sweet	01/26/15	P&D 03/23/15
6	2109 Central Park Avenue	Zoning Complaint	Illegal Fence	03/12/15	Violation letter mailed 3/16/15
6	2320 Isabella Street	Minor Variance	Building lot coverage for 1-story addition	02/19/15	determination after 03/12/15
6	2424 Lawndale Avenue	Minor Variance	Building lot coverage for 2-story addition	02/17/15	determination after 03/10/15
8	108 Florence Avenue	Zoning Complaint	Outdoor storage, trade contractor business in residential district	11/06/14	liable verdict 2/12/15 (\$1,800)
8	1409 Dobson Street	Minor Variance	Side yard setback for a dormer addition	02/18/15	determination after 03/12/15
8	1719-1723 Howard Street	Major Variance	19 parking spaces where 23 are required & 22' aisle width where 24' is required for medical office	02/10/15	ZBA 04/21/15 & DAPR 03/25/15



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: March 20, 2015

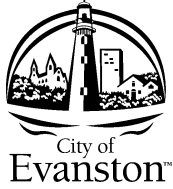
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

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, March 16 - 20, 2015

Field Reports

Ward	Property Address	Construction Type	Inspector notes	Received
1	1515 Chicago Avenue (Hyatt House)	Foundation	Job is active today with approximately six concrete workers on site setting the forms for the 6th floor elevator shafts. Project appears to be well kept with public right of way clear of debris, neighboring storm structures are clear, fences secure and plumb.	3/16/15
1	1619 Chicago Avenue (The Merion)	Residential Addition	Pedestrian walkway and construction fence along Chicago Avenue are being relocated to accommodate the tie in for water and sewer. Site excavation continues.	3/16/15
1	728 Lincoln Street (Kendall Place)	New Residential Building (SFRs)	Job site in good condition. Fences in good condition. Mud has been cleaned from sidewalks. Soil erosion reports are current.	3/17/15
2	2008 Dempster Street (Goldfish Swim School)	Interior Remodel	The job is active with excavation complete for the pool area at the north side of the building. The job is being kept clean and organized with fences in good order and the right of way clear. No further complaints have been received since the project management changed.	3/16/15
3	414-424 South Boulevard	Monitoring	No construction or auto repair activity was identified at the time of inspection	3/17/15
4	1026 Davis Street (Taco Diablo/LuLu's)	Demolition	Job remains in a state of rough grade as the permit is still in review status. No new progress to report. Fences and windscreen in place and surrounding public right of ways are clear of debris.	3/16/15
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Fences and sidewalks in good condition. Approximately 20 workers on site. Drywall installation of first floor to start soon.	3/17/15
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Job site fences in good condition with the silt fence still in place. Construction of the two south towers continue. Basement and first floor mechanicals are under way.	3/17/15
8	1216-1226 Harvard Terrace	Monitoring	No construction activity has been observed.	3/16/15



Memorandum

To: Honorable Mayor and Members of the City Council

From: Carl Caneva, Assistant Director Health and Human Services Department

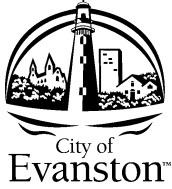
Subject: Food Establishment Application Weekly Report

Date: March 20, 2015

The table below is the weekly report of all applications for Food Establishments received during the week of March 15, 2015.

Please contact me at 847/859.7831 or ccaneva@cityofevanston.org if you have any questions or need additional information.

Establishment Name	Address	Ward	Application Received on	Type	Proposed Opening Date
Epic Burger	1622 Sherman Ave	1	3/17/2015	Retail Food Establishment	Not yet announced
Heavenston Eatery	1813 Dempster St	2	3/16/2015	Retail Food Establishment	Not yet announced



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: March 20, 2015

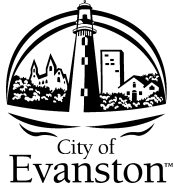
Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the type and description of license requested, date received and current status.

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
1	Blaze Pizza	1737 Sherman Ave	D	Restaurant, Alcoholic Liquor	11am – 10pm Mon-Thu; 11 am – 11 pm Fri-Sat; 11am – 9 pm Sunday	01/21/15	Pending City Council Approval
2	Valli Produce	1910 Dempster	F	Grocery Store	6 am – 10 pm; Sun-Sat	03/18/15	Pending review by Liquor Licensing
5	Feast & Imbibe Events	1601 Simpson Street #3	T	Catering, Beer/Wine	10am – 1:00am; Sun-Sat	01/08/15	Pending City Council Approval

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



Memorandum

To: Wally Bobkiewicz, City Manager
From: Joe McRae, Director, Parks, Recreation and Community Services
Subject: 2015 Schedule of Starlight Concerts & Movies
Date: March 19, 2015

Below is the tentative schedule of the 2015 Starlight Concerts and Movies.
Please note the following:

- The concerts will be held 7:00 -8:30 pm this year due to resident feedback; in the past concerts were held 7:30 – 9:00pm. Exceptions are indicated below.
- Talmadge Park and Mason Park will host concerts this year.
- This year three food truck festivals will be held: June 18 at Twiggs Park, June 23 at Bent Park and July 14 at Brummel Park

Concerts:

June 6	Arrington/Dawes Park	Saturday 3:00 to 6:00 pm **
	Dedication	
June 9	James Park	
	School's Out for the Summer	
	Mardi Gras Celebration with interactive family activities	
	Complete with mardi gras second line parade	
June 16	Talmadge Park	6:00 – 7:00pm **
	Children's sing-along	
June 18	Twiggs Park	6:00 – 8:30pm **
	Juneteenth Event	
	Jazz	
June 23	Bent Park	
	Haitian/Caribbean	
June 30	Harbert Park	
	Blues	
July 7	Leahy Park	
	Big Band	

July 14 Brummel Park
R&B

July 21 Mason Park
Hip Hop

July 28 Dawes Park
Colombian

Nov 1 Levy Center (indoors) 4:00 – 5:30 pm **
Day of the Dead
Mexican/Latino

Movies: (Movies begin at dusk)

August 4 Penny Park: Ferris Bueller's Day Off

August 8 Twiggs Park: Star Trek

August 11 Brummel Park: The Lego Movie

August 15 Dawes Park: The Great Debater's

August 18 Harbert Park: Into the Woods (Disney)

August 22 James Park: Guardians of the Galaxy



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING MARCH 20, 2015

Conference Meets with Governor and Legislative Leaders at Critical Time

Just as a proposal to address the state's budget shortfall for current fiscal year was beginning to emerge (see this week's Legislative Update for details), Northwest Municipal Conference members were in the Capitol to learn more firsthand and provide the local government perspective on proposed funding cuts. Twenty-six attendees from nineteen member municipalities participating in the Conference's Legislative Days had the opportunity to discuss the proposed FY 2015 and FY 2016 local government funding cuts with Governor Rauner and the four legislative caucus leaders: Senate President Cullerton, Senate Minority Leader Radogno, House Majority Leader Currie and House Minority Leader Durkin. This issue will continue to develop over the remaining weeks of session.

As always, the highlight of our Legislative Days was our annual informal dinner on Tuesday evening with our legislators. The Conference wants to sincerely thank those legislators who took time away from their busy schedules to attend: *Senators Daniel Biss, Michael Noland and Jim Oberweis; and, Representatives Fred Crespo, Scott Drury, Mike Fortner, Robyn Gabel, David Harris, Lou Lang, Anna Moeller, Marty Moylan, Michelle Mussman and Elaine Nekritz.*

We want to express our gratitude to members who made the trip to Springfield to represent the interests of our communities: *NWMC President and Evanston Mayor Elizabeth Tisdahl; NWMC Secretary and Rolling Meadows Mayor Tom Rooney; Arlington Heights Trustee Joe Farwell; Barrington President Karen Darch; Carpentersville President Ed Ritter; Deerfield Mayor Harriet Rosenthal; NWMC Legislative Committee Co-chair and Des Plaines Mayor Matt Bogusz; Evanston Manager Wally Bobkiewicz; Fox Lake Mayor Donnie Schmit; Glencoe President Larry Levin; Glenview Trustee Debby Karton; Hoffman Estates Mayor Bill McLeod, Trustee Gary Stanton and Manager Jim Norris; Lake Bluff President Kathleen O'Hara; Mount Prospect Mayor Arlene Juracek and Trustee Mike Zadel; NWMC Legislative Committee Co-chair and Northbrook President Sandy Frum and Trustee Bob Israel; Northfield Trustee Jane Goldenberg and Manager Stacy Sigman; Schaumburg President Al Larson and Manager Brian Townsend; Wheeling President Dean Argiris; and, Winnetka Trustee Carol Fessler.*

We will keep our membership updated as to any further action on these proposed funding cuts and will issue alerts when we need members to join us in Springfield to defend our local government revenues. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Advisory Committee Discusses Cook County Transportation Plan Goals

The Advisory and Program Committees for the Cook County Long Range Transportation Plan held a joint meeting on Monday to finalize the goals and objectives of the plan. Committee members provided input and helped clarify the objectives and action steps for the plan's six goals: economic opportunity, accessibility and reliability, safety, land use, environmental stewardship and implementation.

Following the joint meeting, the Program Committee reconvened to discuss the transportation planning framework and the refine the evaluation criteria used in the plan. This will be Cook County's first long-range transportation plan in 70 years. A draft plan is scheduled for release in May with the final plan to be released in September. For more information please visit <http://www.connectingcookcounty.org/>. *Staff contacts: Mike Walczak, Brian Pigeon*

Bicycle and Pedestrian Committee Discusses Regional Planning Efforts

The NWMC Bicycle and Pedestrian Committee met Tuesday to discuss ongoing bicycle and pedestrian planning in the region. Joining the committee was Stacey Meekins from Sam Schwartz Engineering, who is leading a bikeway feasibility study to identify a connection between the Fox River Trail and the Crabtree Forest Preserve. Ms. Meekins discussed public input on the project and the routes selected by the project steering committee for further study. Staff provided an update on the ongoing development of a bicycle and pedestrian plan for the *Village of Arlington Heights*. A visioning workshop was held on March 12 at the Village's Public Work Department. Attendees discussed existing and planned bikeways, existing sidewalks and results from an online survey.

Both of these planning efforts are funded through grants from the Chicago Metropolitan Agency for Planning's (CMAP's) Local Technical Assistance (LTA) program. CMAP will be issuing a call for LTA projects in May. Previous LTA grants have addressed issues including transportation, land use, housing and economic and community development. More information on the LTA program is available at <http://www.cmap.illinois.gov/programs-and-resources/lta>. The next meeting of the NWMC Bicycle and Pedestrian Committee is scheduled for Tuesday, April 28 at 10:30 a.m. at the NWMC offices. *Staff contacts: Mike Walczak, Brian Pigeon*

North Shore Technical Committee Selects New Co-chairs

The North Shore Council of Mayors Technical Committee met on Wednesday at the *Skokie Village Hall* to replace its longtime Chair. With the upcoming retirement of Technical Committee Chair and *Skokie Director of Engineering Fred Schattner*, the committee welcomed *Northbrook Village Engineer Paul Kendzior* as the new committee Chair with *Wilmette Director of Engineering Services Brigitte Berger* serving as Co-chair. The Northwest Municipal Conference and the North Shore Technical Committee thanks Mr. Schattner for his many years of service and wish him a happy retirement.

During the meeting, staff provided updates on current programs including the Surface Transportation Program (STP), Congestion Mitigation and Air Quality (CMAQ) and Illinois Transportation Enhancement Program (ITEP). The Committee was joined by CMAP's Holly Ostdick, who discussed advanced funding as a method to fund larger transportation projects. *Staff contact: Brian Pigeon*

SPC Awards Price Increase to Alternate Vendor on Sewer Cleaner Trucks

The SPC Governing Board has approved 2015 price increases to alternate vendor EJ Equipment of Manteno, IL for the Vac-Con 10 Yard Fan Catch Basin/Sewer Cleaner with Auxiliary Engine (Contract #128) and Vac-Con 12 Yard Fan Catch Basin/Sewer Cleaner with Auxiliary Engine (Contract #127). New prices are as follows:

Sewer Cleaner Contract:	2014 Price	2015 Price	Increase	% Change
10 Yard Fan Catch Basin/Sewer Cleaner w/Auxiliary Engine (Contract #128)	\$266,299.00	\$271,984.00	\$5,755.00	2%
12 Yard Fan Catch Basin/Sewer Cleaner w/Auxiliary Engine (Contract #127)	\$274,374.00	\$294,073.00	\$19,699.00	7%

Both the primary vendor, Standard Equipment of Chicago, and alternate vendor EJ Equipment, are enjoying the second of three possible contract extensions for sewer cleaner contracts, which run through July 8, 2015. For questions or additional information, please contact EJ Equipment Regional Sales Manager Eric Lasage, (800) 522-2808 x 234 or eric@ejequipment.com. *Staff contact: Ellen Dayan*

Update on SPC Ford Super Duty Truck Contracts

Staff has received multiple calls about the SPC Ford Super Duty Truck contracts. The factory cutoff date has passed for 2015 models and Ford Motor Company has yet to release 2016 pricing on the Ford Super

Duty Trucks. The SPC Governing Board has requested contract extensions on the following, but we are waiting for Ford's decision:

Ford F-250 Super Duty Pick Up (Contract #142) Currie Motors, Frankfort, IL
Ford F-350 Super Duty Pick Up (Contract #143) Currie Motors, Frankfort, IL
Ford F-450 XL Chassis Cab (Contract #144) Currie Motors, Frankfort, IL
Ford F-550 XL Chassis Cab (Contract #146) Currie Motors, Frankfort, IL
Ford F350XL 4x2 Chassis Cab (Contract #145) Landmark Ford, Springfield, IL

There are three possible outcomes:

1. Ford will grant the contract extensions and rollover pricing to 2016 models
2. Ford will agree to the contract extensions with justifiable price increases that will need to be approved by the SPC Governing Board
3. Ford will not agree to the contract extensions and the vehicles will need to be rebid

Staff will keep members informed of Ford's decision. For questions or additional information on the Currie Motors contracts, please contact Tom Sullivan, 815-464-9200 or CurrieFleet@gmail.com, and for the Landmark Ford contract, please contact Lyle Snow, 800-798-9912, ext 253, 217-553-2508, mobile or lylesnow@msn.com. *Staff contact: Ellen Dayan*

Meetings and Events

NWMC Transportation Committee will meet on Thursday, March 26 at 8:30 a.m. at NWMC offices in *Des Plaines*.

NWMC Executive Board will meet on Wednesday, April 1 at 8:30 a.m. at NWMC offices in *Des Plaines*.

NWMC Finance Committee will meet on Wednesday, April 8 at noon at NWMC offices in *Des Plaines*.

NWMC Full Board Meeting will be held on Wednesday, April 8, at 7:00 p.m. at Oakton Community College, Room 1604 in *Des Plaines*.