

Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, April 10, 2015

STAFF REPORTS BY DEPARTMENT



Weekly Report for April 3, 2015 – April 9, 2015

Administrative Services

Weekly Bids Advertised during the week of April 6, 2015
Monthly Financial Report for February

City Manager's Office

Master Council Meeting Agenda Schedule

Community Development

Property Standards Report for March
Zoning Report
Inspection Report

Economic Development

Monthly Economic Development Report for March

Fire and Life-Safety Services

Monthly Report for March

Health Department

Food Establishment Application Weekly Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading
NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

April 13, 2015

Board of local Improvements
Administration & Public Works Committee
www.cityofevanston.org/apw
Planning and Development Committee
www.cityofevanston.org/pd
City Council
www.cityofevanston.org/citycouncil

April 14, 2015

Arts Council
www.cityofevanston.org/artscouncil

April 15, 2015

Design and Project Review Committee
www.cityofevanston.org/dapr
Library Board
www.cityofevanston.org/libraryboard
M/W/EBE Advisory Committee
www.cityofevanston.org/mwebecommittee
Harley Clarke Citizens' Committee

April 16, 2015

Park and Recreation Board
www.cityofevanston.org/recreationboard
Preservation Commission Special Meeting
www.cityofevanston.org/preservationcommission

April 17, 2015

No scheduled meetings



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of April 3, 2015 through April 9, 2015.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2413	2590
SERVICE REQUESTS	524	656
TOTAL CHATS	46	57
TOTAL TEXT	30	51

Top 5 Service Requests

Total

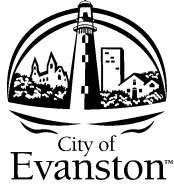
Most requested service requests (Source: PublicStuff - Open/Closed)

- | | |
|---------------------------------------|----|
| 1. Building Permit Inspection Request | 75 |
| 2. Broken Parking Meter | 53 |
| 3. Trash – Special Pick-up | 28 |
| 4. Graffiti | 17 |
| 5. Trash – Missed Garbage Pick-up | 17 |

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	287
Administrative Services -Finance	38
Administrative Services -HR	73
Administrative Services - Other	227
Call Transfer	128
City Manager's Office	107
ComDev / Economic Development	30
ComDev/ Bldg Inspections	233
ComDev / Housing Rehab	8
ComDev / Planning/Zoning	17
Directions	1
Evanston Township	5
Fire Life Safety	35
PublicStuff Request	77
Health	83
Information	415
Law	2
Library	3
Mayor's Office	8
Other	95
Other – Social Services	7
Parks – Maintenance	0
Parks – Programs/Picnics/Permits	20
Parks – Other	15
Parks/Recreation	44
Parks – Forestry	17
Parks- Recreation Programs	42
Police	131
Public Works / Fleet	9
Public Works / Street Sanitation	127
Public Works / Engineering	37
Utilities – Power	2
Utilities – Sewer	7
Utilities – Water	84
TOTAL	2413



Memorandum

To: Wally Bobkiewicz, City Manager

From: Martin Lyons, Assistant City Manager/ Chief Financial Officer
 Ashley King, Assistant Director of Administrative Services
 Tammi Turner, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of April 6, 2015

Date: April 10, 2015

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

Bids/RFPs/RFQs advertised during the Week of April 6, 2015

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council Date
Bid 15-33 Currey Park Renovations	Public Works	Work on this project includes renovations to Currey Park, located at the intersection of Dempster Street and Hinman Avenue in Evanston, Illinois. Work includes paving, athletic equipment, site furnishings and landscaping.	\$200,000	May 5	May 26
RFP 15-02 Copier Purchase and Maintenance Services	Admin Services	Seeking proposals for the purchase or lease of 32 copiers as well as managed print services for all existing copiers, printers, and multi-function printers.	\$155,000	Apr 28	May 26

<p>RFP 15-35 Main & North Library HVAC Mechanical Systems Upgrade 2015</p>	<p>Library</p>	<p>The City of Evanston Public Library is seeking proposals from experienced firms for mechanical HVAC upgrade at the Main Public Library located at 1703 Orrington Avenue and North Branch Library located at 2026 Central Street.</p>	<p>\$185,100</p>	<p>May 15</p>	<p>May 26</p>
<p>Bid 15-28 2015 Summer Food Program</p>	<p>Parks, Recreation & Community Services</p>	<p>The City of Evanston sponsors the Summer Food Service Program (SFSP) and is soliciting bids from food service vendors. SFSP provides meals to children attending summer activity programs in low-income neighborhoods. The program is intended to provide a nutritionally balanced meal to children who may be nutritionally deprived during the summer recess when the free and reduced-price lunch programs are not available. All meals served must meet the United States Department of Agriculture (USDA) pattern requirements and City of Evanston's. This project includes the provision of meals and milk for the Evanston Summer Food Program, which will be in effect from June 10, 2015 - August 14, 2015.</p>	<p>\$70,000</p>	<p>Apr 23</p>	<p>May 11</p>



Memorandum

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

From: Ashley King, Assistant Director of Administrative Services
 David Meimers, Accounting Manager

Subject: February 2015 Monthly Financial Report

Date: April 10, 2015

Please find attached the unaudited financial statements as of February 28, 2015. A summary by fund for total revenues, expenditures/expenses, fund balances, and cash balances is as follows:

City of Evanston
 Fund Financial Performance Summary
 As of February 28, 2015

Fund Name	Fund #	YTD	YTD	YTD	2/28/2015	2/28/2015
		2/28/2015	2/28/2015	2/28/2015	Unreserved	Cash
		Revenue	Expenses	Net	Fund Balance	Balance*
General	100	\$ 14,625,444	\$ 13,210,923	\$ 1,414,521	\$ 17,704,926	\$ 6,567,371
General Assistance Fund	175	3,915	140,418	(136,503)	22,187	(129,431)
Neighborhood Stabilization	195	12	14,049	(14,036)	197,499	195,888
Motor Fuel	200	363,909	138,833	225,075	1,977,534	2,462,325
Emergency 911	205	125,532	121,665	3,867	919,437	724,722
SSA#4	210	35,674	-	35,674	(123,062)	(153,929)
CDBG	215	39,844	113,116	(73,272)	(143,333)	(318,055)
CDBG Loan	220	35,460	(11)	35,471	2,395,798	156,317
Economic Development	225	484,578	474,671	9,907	3,520,019	2,960,356
Neighborhood Improvement	235	-	-	-	169,915	149,915
Home	240	50,034	4,124	45,910	3,934,046	(2,044)
Affordable Housing	250	44,655	777	43,878	2,601,071	888,379
Washington National TIF	300	528,273	544,216	(15,943)	6,126,964	5,719,563
SSA#5	305	64,460	-	64,460	525,815	464,508
SW II TIF (Howard Hartrey)	310	163	24,668	(24,506)	2,397,041	2,381,407
Southwest TIF	315	-	-	-	905,308	909,019
Debt Service	320	2,222,211	1,430,763	791,448	4,367,409	2,847,812
Howard Ridge TIF	330	256,940	10,900	246,040	314,437	302,784
West Evanston TIF	335	22	9,145	(9,123)	498,343	498,342
Dempster-Dodge TIF	340	-	-	-	-	-
Capital Improvement	415	366	283,560	(283,194)	12,855,322	9,275,394
Special Assessment	420	63,449	95	63,354	2,582,063	2,577,813
Parking	505	1,274,008	518,147	755,860	14,181,117	13,270,749
Water	510-513	2,415,410	1,702,221	713,190	8,580,344	7,246,007
Sewer	515	2,068,127	924,983	1,143,144	5,763,840	3,909,825
Solid Waste	520	834,172	729,101	105,071	(1,037,480)	(1,515,222)
Fleet	600	556,151	316,201	239,949	126,116	(463,698)
Equipment Replacement	601	272,588	-	272,588	1,539,352	1,539,350
Insurance	605	2,381,051	3,193,898	(812,846)	(4,280,767)	415,182
Library	185	883,836	825,812	58,025	1,333,975	627,470
Library Debt Fund	186	96,004	-	96,004	93,595	93,595
Total**		\$ 29,630,285	\$ 24,732,276	\$ 4,898,008	\$ 89,955,235	\$ 63,601,715

*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 February 28, 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 February 28, 2015, the General Fund is reporting a surplus of \$1,414,521. As can be seen in the chart on page four of this memorandum, the General Fund expenditures are 14.5% of budget and revenues are 16% of budget. Pro rata revenues and expenses through February are budgeted at 16.67%; the City is below budget on both revenues and expenses.

Please note that revenues and expenses arrive at various times throughout the year and are not always evenly divided among months. For instance, property taxes are received in March and April for the first half of the year; this is approximately 13% of the revenue received into the General Fund. Likewise, Parks revenue is concentrated in the spring and summer months.

Through February 28, 2015, the Special Service Area (SSA) #4 Fund is showing a negative cash balance of \$153,929. There have been no expenses in this fund YTD.

Through February 28, 2015, the Community Development Block Grant (CDBG) Fund is showing a negative fund balance of \$318,055. This amount will be reimbursed from draw-downs from HUD in March.

Through February 28, 2015, the Economic Development Fund is showing a fund balance of \$3,520,019 and a cash balance of \$2,960,356. These balances include approximately \$1 million of revenue associated with the Gigabit Challenge which is anticipated to be returned to the state.

Through February 28, 2015, the Solid Waste Fund is showing a negative fund balance of \$1,037,480 and a negative cash balance of \$1,515,222.

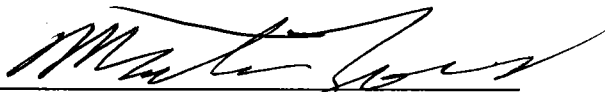
Though operating at a surplus for the year, through February 28, 2015 the Fleet Fund is showing a negative cash balance of \$463,698. The fund balance for the Fleet Fund is \$126,116. This is a significant improvement over the end of 2014 fund balance of negative \$113,833.

Through February 28, 2015, the Insurance Fund is showing a negative fund balance of \$4,280,767. 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.

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 February 28, 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 February 28, 2015 (Target is 16.67% of FY 2015 Budget)

	General Fund			Parking Fund			Water Fund			Sewer Fund			Solid Waste Fund		
	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget
Revenues															
Property Tax	\$ 11,627,072	\$ 1,935,113	16.6%	-	-	-	-	-	-	-	-	-	-	-	-
Sales Tax	16,405,000	2,633,000	16.0%	-	-	-	-	-	-	-	-	-	-	-	-
State Income Tax	7,500,000	1,300,234	17.3%	-	-	-	-	-	-	-	-	-	-	-	-
Utility Tax	8,170,000	1,430,222	17.5%	-	-	-	-	-	-	-	-	-	-	-	-
Real Estate Transfer Tax	2,875,000	226,818	7.9%	-	-	-	-	-	-	-	-	-	-	-	-
Liquor Tax	2,450,000	417,917	17.1%	-	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	6,289,300	780,288	12.4%	-	-	-	-	-	-	-	-	-	-	-	-
Licenses, Permits, Fees	13,468,869	2,504,460	18.6%	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	8,130,667	1,311,766	16.1%	6,434,293	786,458	12.2%	15,373,000	2,360,876	15.4%	13,072,700	2,068,018	15.8%	4,022,394	638,256	15.9%
Intergovernmental Revenues	725,727	178,816	24.8%	-	-	-	-	-	-	-	-	-	4,000	19,922	498.0%
Interfund Transfers	7,892,893	1,273,807	16.1%	2,925,296	487,549	16.7%	-	-	-	-	-	-	1,055,967	175,995	16.7%
Other Non-Tax Revenue	5,902,117	631,984	10.7%	2,034,004	-	0.0%	12,686,100	54,554	0.4%	1,000	109	10.9%	-	-	-
Total Revenues	\$ 91,434,635	\$ 14,625,444	16.0%	\$ 11,393,593	\$ 1,274,008	11.2%	\$ 28,059,100	\$ 2,415,410	8.6%	\$ 13,073,700	\$ 2,068,127	15.8%	\$ 5,082,361	\$ 834,172	16.4%
Expenditures															
Legislative	\$ 677,023	\$ 86,588	12.8%	-	-	-	-	-	-	-	-	-	-	-	-
City Administration	1,903,126	276,215	14.5%	-	-	-	-	-	-	-	-	-	-	-	-
Law Department	1,129,534	149,616	13.2%	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Services Department	7,542,222	838,189	11.1%	-	-	-	-	-	-	-	-	-	-	-	-
Community Development	2,427,257	348,344	14.4%	-	-	-	-	-	-	-	-	-	-	-	-
Police Department	27,820,569	4,510,369	16.2%	-	-	-	-	-	-	-	-	-	-	-	-
Fire & Life Safety Services	14,462,599	2,233,987	15.4%	-	-	-	-	-	-	-	-	-	-	-	-
Health Department	3,658,702	376,098	10.3%	-	-	-	-	-	-	-	-	-	-	-	-
Public Works - Operating	18,048,955	2,726,055	15.1%	11,902,294	516,147	4.4%	-	-	-	-	-	-	5,191,820	729,101	14.0%
Public Works - Capital Outlay	-	-	-	3,505,000	-	0.0%	-	-	-	-	-	-	-	-	-
Parks, Recreation & Comm. Services	10,836,161	958,169	8.8%	-	-	-	-	-	-	-	-	-	-	-	-
Capital Improvement Transfer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to Debt Service Fund	1,414,583	235,764	16.7%	-	-	-	13,451,635	1,094,908	8.1%	12,321,135	924,983	7.5%	-	-	-
Utilities - Operating	-	-	-	-	-	-	10,538,100	607,313	5.8%	1,068,500	-	0.0%	-	-	-
Utilities - Capital Outlay	-	-	-	-	-	-	23,989,735	1,702,221	7.1%	13,389,635	924,983	6.9%	5,191,820	729,101	14.0%
Total Expenditures	\$ 89,920,731	\$ 12,739,395	14.2%	\$ 15,407,294	\$ 518,147	3.4%	\$ 23,989,735	\$ 1,702,221	7.1%	\$ 13,389,635	\$ 924,983	6.9%	\$ 5,191,820	\$ 729,101	14.0%

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
	4/20/2015	CC Meeting Cancelled				
Admin Services	4/27/2015	Public Service Week: May 3-9, 2015	PR	CC	Lyons	
Admin Services	4/27/2015	Employee Service Awards	A	CC	Lyons	
CMO	4/27/2015	Public Hearing for Dempster/Main/Chicago SSA	B	CC	Bobkiewicz	
Admin Serv	4/27/2015	Financial Update	PR	CC	Lyons	
Utilities	4/27/2015	National Drinking Water Week May 3-9	P	APW	Stoneback	
Public Works	4/27/2015	Chicken & Waffles Parking Lot	B	APW	Robinson	
Public Works	4/27/2015	Asphalt Contract Renewal	B	APW	Robinson	
Public Works	4/27/2015	2015 50/50 Sidewalk Program	B	APW	Robinson	
Public Works	4/27/2015	Vehicle Purchase	B	APW	Robinson	
Admin Serv	4/27/2015	Investment Strategies: Institutions	B	APW	Lyons	
Public Works	4/27/2015	Pavement Markings	B	APW	Robinson	
CMO	4/27/2015	Channel 16 Equipment Purchase	B	APW	Storlie	
Admin Services	4/27/2015	Duncan Solutions/Passport Parking Expenses	B	APW	Lyons	
Admin Services	4/27/2015	Update Letter of Credit Dempster/Dodge & Main/Chicago	R	APW	Lyons	
Admin Serv	4/27/2015	NU Agreement for Parking Spaces at Church St Garage	R	APW	Lyons	
Public Works	4/27/2015	NU Alley Agreement	R	APW	Robinson	
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
Law	4/27/2015	Sidewalk Cafes Administrative Revisions	O	APW	Farrar	Introduction
Public Works	4/27/2015	Dryden Lane Street Name	O	APW	Robinson	Introduction
Admin Services	4/27/2015	LEP - M/W/EBE Discussion	D	APW	Lyons	
CMO	4/27/2015	Fair Trade Uniforms	D	APW	Bobkiewicz	
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
CD	4/27/2015	Inclusion of Affordable Rental Housing	O	PD	Muenzer	Introduction
Law	4/27/2015	Hotel-Motel Tax for B&Bs	O	PD	Farrar	Introduction (Held in Committee 1.26.15)
Admin Services	5/4/2015	Exec Session: Workers Comp	B	CC	Lyons	Between Rules and Human Services

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
	5/11/2015	Vogue Fabrics Proclamation	PR	CC		
Public Works	5/11/2015	Public Works Week, May 17-23	PR	APW	Robinson	
CMO	5/11/2015	Bike Safety Proclamation	PR	APW	Bobkiewicz	
Public Works	5/11/2015	Lakeshore Recycling Condo Refuse Collection	B	APW	Robinson	
Public Works	5/11/2015	Uniform Purchase Contract	B	APW	Robinson	
		Cancel P&D?				
CMO	5/11/2015	Carl Sandberg Trail	R	Rules	Bobkiewicz	
CD						
CD	5/18/2015	Preservation Proclamation & Awards	PR/P	CC	Muenzer	3rd Monday
	5/18/2015	Cahill Plumbing 125 Years	PR	CC		
Admin Services	5/18/2015	FY2015 Budget	B	CC	Lyons	
CD						
CD	5/26/2015	Northwestern University Lakefront Subdivision	R	PD	Muenzer	
CE	5/26/2015	Amendments to DAPR Ord	O	PD	Muenzer	Introduction
CE						
	6/8/2015	Garden Club of Evanston Centennial	PR	CC	Storlie	
CMO	6/8/2015	SSA Ordinance	O	APW	Bobkiewicz	Introduction
CE	6/8/2015	Zoning Amend: Firearm Ranges	O	PD	Muenzer	Introduction
CMO/Public Works						
CMO/Public Works	6/15/2015	Discussion of 2016-18 Parks & Facilities CIP	SP	CC	Robinson/Storlie	
CC						
	7/13/2015	National Independent Retailers Month		CC		
Council & Committee Meetings						
Mon, Apr 6	6:00 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				
Wed, Apr 15	7:00 PM	Harley Clarke Citizens' Committee				
Wed, Apr 22	6:00 PM	Transportation/Parking Committee				
Wed, Apr 22	7:30 PM	Economic Development Committee				
Fri, Apr 24	7:00 AM	Housing & Homelessness Commission				
Mon, Apr 27	6:00 PM	A&PW, P&D, City Council meetings				

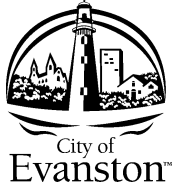
Evanston City Council Agenda Schedule - 2015

(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
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	
Public Works	tba	Solid Waste Recommendation	B	APW	Robinson	
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: Carl Caneva, Assistant Director Health Department
Subject: Property Standards Monthly Report
Date: April 10, 2015

Below is the monthly summary report of field inspections for March 2015. The report, organized by ward, includes the property address and current notes of activity. Please contact me at 847-859-7831 or ccaneva@cityofevanston.org if you have any questions or would like to request more frequent property reports.

Ward: 2

LAKE STREET, 1608 15-0481 4/8/15

A case was opened for an area systematic inspection of the dwelling units. The inspection is scheduled for 4-22-15 at 9am. A letter was mailed today to the owner of record.

MAIN STREET, 1925 14-1677 4/9/15

no change in foreclosure activity Judgment of foreclosure entered, case pending

Ward: 5

EMERSON STREET, 1105 15-0483 4/9/15

Case file was opened for inspection and assigned to inspector Schnur.

EMERSON STREET, 1105 15-0483 4/9/15

The condition of the fence was observed while driving by the property on April 6, 2015. A notice of violation was mailed to the owner of the property citing a compliance date of April 20, 2015.

EMERSON STREET, 2224 15-0455 /3/15

Staff is researching occupancy and home occupation concerns.

Ward: 8

Case Place & Callan Avenue 15-0092 4/9/15

An area inspection was performed and no debris was present and the area is still being monitored and will be cited as necessary.

CALLAN AVENUE, 117 15-0087 4/9/15

An inspection was performed on 04/07/15 and no debris was present and the area is still monitored and will be cited as necessary.

CALLAN AVENUE, 150 15-0088 4/9/15

An area inspection was performed and no debris was present and the area is still being monitored and will be cited as necessary.

CLYDE AVENUE, 135 15-0086 4/9/15

An area inspection was performed and no debris was present and the area is still being monitored and will be cited as necessary.

CUSTER AVENUE, 112-120 15-0091 4/9/15

An area inspection was performed on 04/07/2015 and the property is free and clear of all debris. This area will continue to be monitored and cited as needed.

CUSTER AVENUE, 149 15-0089 4/9/15

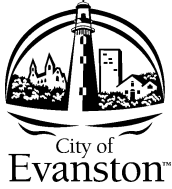
An area inspection was performed and no debris was present and the area is still being monitored and will be cited as necessary.

DOBSON STREET, 710 15-0090 4/9/15

An area inspection was performed on 04/07/2015 and no debris was present. The area will continue to be monitored and cited as necessary.

Case Place & Callan Avenue 15-0092 4/9/15

An area inspection was performed and no debris was present and the area is still being monitored and will be cited as necessary



Memorandum

To: Honorable Mayor and Members of the City Council

From: Damir Latinovic, Interim Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: April 10, 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 847/448-8675 or dlatinovic@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, April 6 - April 9, 2015

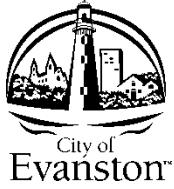
Zoning Reviews

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 council action
1	1735 Benson Avenue	Building Permit	Exterior façade renovations to Type 1 restaurant (dba The Stained Glass)	03/26/15	DAPR 04/15/15
1	601-721 University Place	Zoning Analysis	Proposed subdivision in U1 District (Northwestern University)	12/29/14	pending additional info from applicant
1	614 Clark Street	Building Permit	Re-build rear porch "in kind" at MFR.	04/06/15	compliant
1	725 Colfax Street	Building Permit	Construct 2-story SFR w/ 2-car det. garage/coach house (Kendall)	04/07/15	compliant
2	1122 Dewey Avenue	Building Permit	Replace existing front steps/landing at SFR.	04/08/15	compliant
2	1812 Greenwood Street	Building Permit	Construct 2-car detached garage at SFR.	04/08/15	pending additional info from applicant
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	DAPR 04/22/15
3	1336 Chicago Avenue	Building Permit	Misc. site improvements for additional site lighting (Bank of America)	04/01/15	DAPR 4/22
3	900 Chicago Avenue	Building Permit	Interior remodeling for Convenience Store and Type 2 Restaurant	03/06/15	pending Special Use
3	910-16 Judson Avenue	Building Permit	Replace existing porches "in kind" at MFR.	04/08/15	compliant
4	620 Davis Street	Building Permit	Interior/exterior (storefront) remodeling for Type 1 restaurant (Boiling Point)	02/04/15	DAPR 4/15
5	1707 Hartrey Avenue	Building Permit	Enclose porch to create habitable space at SFR.	04/07/15	compliant
5	2115 Maple Avenue	Building Permit	Re-build existing stair/landing at SFR	04/06/15	compliant
6	2411 Noyes Street	Building Permit	Construct 2nd story addition at SFR (rev.)	04/06/15	compliant
6	2450 Pioneer Road	Building Permit	Replace existing rear porch at SFR	04/07/15	compliant
6	2525 Park Place	Building Permit	Construct 2-story addition at SFR. (rev.)	04/08/15	compliant
6	2753 Girard Avenue	Building Permit	Construct 2-story addition at SFR	04/07/15	compliant
6	3330 Central Street	Building Permit	Interior/exterior remodeling (Starbucks)	02/12/15	pending additional info from applicant
6	3330 Central Street	Building Permit	Int. remodeling (only) to existing Type 2 restaurant (Starbucks)	04/08/15	compliant
7	1725 Jenks Street	Building Permit	Construct 1-story addition, deck and patio at SFR.	04/07/15	compliant
7	2751 Ashland Avenue (formerly 1600 Isabella)	Building Permit	Interior/exterior additions to NU Baseball Field	08/19/14	pending DAPR
7	2769 Sheridan Road	Building Permit	Extend existing driveway at SFR.	04/08/15	compliant
8	1909-11 Howard Street	Building Permit	Interior/exterior remodeling (child day care)	03/19/15	pending additional info from applicant
8	222 Hartrey Avenue	Building Permit	Interior/exterior remodeling (Autobarn)	03/26/15	DAPR 04/29/15

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
8	950 Harvard Terrace	Building Permit	Rebuild existing porches "in kind" at MFR	04/06/15	compliant
9	1508 Seward Street	Building Permit	Construct 2-car detached garage at SFR.	04/07/15	compliant
9	814 Washington Street	Building Permit	Int. remodeling to convert 2-fam res. To SFR. (rev.)	04/08/15	compliant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
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
4	1323 Ashland Avenue	Major Variance	Interior side yard setbacks for dormer addition, dormer location, interior side yard setback for a detached garage	03/20/15	ZBA 05/05/15 & pending DAPR
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	pending additional info from applicant
6	2747 Crawford Avenue	Minor Variance	Rear yard setback for a 2-car detached garage	03/27/15	determination after 04/14/15
7	2307 Grey Avenue	Major Variance	Interior side yard setback for a second story addition to SFR	03/20/15	ZBA 04/21/15 & DAPR 04/08/15
7	2608 Orrington Avenue	Major Variance	Establish one open parking space in the interior side yard	04/09/15	ZBA 05/05/15 & pending DAPR
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
9	825 Asbury Avenue	Major Variance	Interior side yard setback, 2nd story addition	04/06/15	ZBA 05/05/15 & pending DAPR



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: April 10, 2015

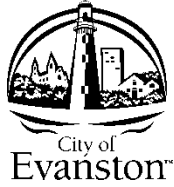
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

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, April 10, 2015

Field Reports

Ward	Property Address	Construction Type	Inspector notes	Received
1	1515 Chicago Avenue (Hyatt House)	New Hotel	Job is active with steel work underway at the east side. The concrete stairwells and elevator shafts have been completed. Overhead protection for the public right of way has been installed. Rear alley has been reduced to a single lane with vehicular barricades and proper traffic signage. Fences and windscreens are in place and secured. The neighboring catch basins have been emptied of debris.	4/7/2015
1	1619 Chicago Avenue (The Merion)	Residential Addition	Foundation work is underway. Streets and sidewalks are clean. Fences are in good condition.	4/6/2015
1	728 Lincoln Street (Kendall Place)	New Residential Building (SFRs)	Job site is active. Fences and sidewalks are in good condition. Soil erosion reports are up to date.	4/7/2015
2	2008 Dempster Street (Goldfish Swim School)	Interior Remodel	Job is active and well maintained. Windscreens and fences are in place and secured. Interior construction work is proceeding forward. No debris observed in the public right of way.	4/7/2015
3	425 Dempster Street (Chiaravalle Montessori School)	Commercial Addition	Job site is being maintained. Windscreens and fencing are in place and secured. No debris was observed in the public right of way.	4/7/2015
3	414-424 South Boulevard	Monitoring	No construction or auto repair activity was identified at the time of inspection	4/7/2015
4	1026 Davis Street (Taco Diablo/LuLu's)	Demolition	Site is maintained in a state of rough grade. Windscreens and fencing are in place and secured. No debris was observed in the public right of way.	4/7/2015
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Job site is active and being maintained. Windscreens are in place and secured. No debris observed in the public right of way.	4/7/2015
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Job site fences and silt fences comply. Concrete structure completed at lower level and two south towers. Two north towers are completed 40%. Mechanical work is underway.	4/7/2015
8	222 Hartrey Avenue (Autobarn)	Roof	Job is not active. The roof appears to be progressing as more portions of parapet wall have roof membrane covering.	4/7/2015
8	1216-1226 Harvard Terrace	Monitoring	No construction activity has been observed.	4/7/2015
9	702 South Boulevard	Monitoring	No auto repair activity was observed at the time of inspection.	4/7/2015



Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Nyden, Economic Development Division Manager

Subject: Monthly Economic Development Report for March 2015

Date: April 7, 2015

Discussion

Enclosed is the monthly report of economic development activities for the month of March 2015. The report summarizes meetings, ongoing initiatives, new businesses, marketing activities, as well as activity reports on key economic development projects and sites.

Please contact me at 847/448-8014 or jnyden@cityofevanston.org if you have any questions or would like to discuss the information contained further.

Economic Development Work Plan Area	Project Name	2015 Deliverable/Activity	Latest Update/Next Meeting
Business District Vitality	Coordination of vacant storefronts to create attractive windows	Coordination with Downtown Evanston on Art Under Glass Program.	Arts Council representatives presented the program at Business District Head Meeting on 1/20/15. Working to expand the program to business districts outside downtown.
Business District Vitality	Update EvanstonEdge.Com to reflect high quality professional image	Updated website.	Working with Community Engagement to refine content on Evanston Edge. Relocating Edge to new platform.
Business District Vitality	Business District enhancements (physical environment)	Investment of Economic Development Fund into business district infrastructure.	Visiting business districts with Public Works staff in April to identify opportunities for improvement (replacement of trash receptacles, sidewalk repair, tree replacement, etc.)
Business District: All	Development of Energy-Efficient Green Building Plan for Older Buildings	Development of program	Storefront Modernization program returns to EDC in April. Will include ADA & green building improvements and a new incentive program for interior buildout in retail spaces.
Business District: All	Coordinate workforce development opportunities	Support workforce development goals throughout year.	Promotion of SYEP program to local employers.
Business District: Central Evanston Business Association.	Support Development of Church Street Corridor	Complete façade projects at NWC of Church & Dodge; Support leasing of available commercial space. Introduction of new City Cultural Center at 1823 Church Street.	Businesses at the corner of Church & Dodge are considering façade improvement project for updated awnings. Gibbs-Morrison Center to hold opening/Juneteenth celebration 6/20/15
Business District: Central Street	Implement Streetscape Improvements	Creation of "pilot area" for proposed Central Street/Green Bay improvements; Promotion of 50/50 sidewalk program	2nd Public Meeting to review updated alternatives held on 3/12/2015. Consultant to reviewing comments and begin implementation of "pilot area".
Business District: Chicago/Main	Implementation of Infrastructure Projects in Main/Chicago TIF	Improvement of streetscapes and underlying infrastructure in Chicago/Main area.	Identification of infrastructure improvements to the Main/Chicago area. Coordination with Main/Chicago TIF Committee.
Business District: Chicago/Main/Dempster	Creation of SSA in South Evanston Commercial Districts	Creation of SSA	Public Hearing Scheduled for 4/27. Target SSA adoption in June 2015.
Business District: Chicago/Main/Dempster	Support Leasing of vacant retail spaces west of the deteriorating Metra tracks	Attraction of new retailers in areas west of Metra/CTA tracks.	Currently limited vacant spaces; 2nd Hand Tunes Space only vacant space.
Business District: Chicago/Main/Dempster	Support Food-Related Business in area	Attraction and support of food-related and retail businesses to the Chicago Avenue corridor.	Frio Gelato is moving forward with space on Dempster target opening on 4/24/15; Bake 425 opening soon.
Business District: Downtown Evanston	Coordination with DTE on Retail Retention Efforts	Maintain regular coordination meeting DTE Executive Director	Ongoing as needed. Bi-weekly mtg with Annie Coakley
Business District: Dr. Hill Business Association	Coordinate Dr. Hill Business Association	Establish meeting/event calendar.	Staff is regrouping with District leadership to plan first 2015 meeting.
Business District: Howard Street	Support Howard Street Business Association	Ongoing support of business district.	Submitted for Great Merchant Grant consideration. Next meeting is in April.
Business District: Noyes/Foster	Support Development of Business District Group	Continue to support creation of group; establish regular meeting schedule and activities.	The group met on 1/28/2015, working to expand outreach and schedule March/April 2015 meeting.
Business District: Southwest	Development of Plan for Utilizing Former Recycling Center	Determine future utilization of property.	RFQ released on 4/3/15; Press event on 4/6/15. Submissions due on 5/15/2015. Target identification of qualified respondents by Summer 2015.
Business District: West End	Support Modernization as identified by industrial businesses	Revision and Completion of items on "punchlist" generated by West End businesses.	Staff met with District representatives on 1/17/2015 to discuss long term goals and address items within the District. Next District meeting is scheduled for 4/28/2015.
Business District: West Side	Coordinate Central Evanston Business Association	Increase number of registered businesses and events hosted by the association; Establish meeting/event calendar.	Group is planning carnival event for June 2015. Currently under review by the Special Events Committee.
Business District: West Village	Support Florence/Greenleaf District	Work with WVBA to create series of events to bring visitors to the area; increase number of participating members from the area.	WVBA planning arts related events, largely focusing on music, to bring residents and potential customers to the area.

Targeted Properties

Project	Status
Church Street Plaza	Owner rep (McCaferly interests) continues to market the space / considering options based on overall re-tenanting plan.
633 Howard Street (Police Outpost Space)	Police Outpost in process of relocation. Press release sent on 1/28/15 announcing availability of property for users (uses sought - café, day-time food, coffee, etc.). City Staff working with potential operators of the space.
Howard Theatre Properties (717, 721-723, 727-729 Howard)	Staff is working to identify next steps on attraction of performing arts uses at 721-727-729 Howard. Bringing Theatre project to 4/22 Economic Development Committee meeting.
Oakton/Asbury	7a process still in process. Finalizing requests for funding; recording documents against property/equipment.
Dempster/Chicago Harry Major Bldg	Awaiting pizza use at corner. Bake 425 has signs up for space. Frio Gelato signed lease for space on Dempster (formally countertop store). Grand Opening for end of April 2015.
Toys Et Cetra Space	Dave's Rock Shop taking space; moving 4/7/2015. Opening week of 4/13/2015
Walgreens - Green Bay Road	Provided update at 5th Ward meeting 1/15/2015. Considering options for upgrading space
Evanston Plaza	Valli Produce closed \$16 million purchase of property on September 18th. City Council approved - \$2 million for phase I / store rebuild.
Tom Thumb Redev	Building demolished, Diablo/ Lulu's first floor, upper story banquet/outdoor deck/event space. Applied for business license on 10/16/2014. "Lulu's & Taco Diablo" targeting December 2015 opening.
Main/Chicago	Groundbreaking scheduled for 4/23/2015 @11a.
Autobarn - 222 Hartrey Avenue Project	Construction in process; update provided to listserv week of 1/5/2015; Facebook page is operational o provide ongoing update of project.
Recycling Center - 2222 Oakton Street	RFQ releases on 4/3/15; Responses due to City by 5/15/2015.
1800 Maple	State license has been awarded to PharmaCann for Evanston district. Staff working with licensee on next steps of leasing property. Intake meeting 2.11.15 Lease for consideration at City Council on April 13.
Whole Foods - Green Bay Road	DAPR approval for interior work was granted on 12/10/14; Signage under review. Construction is in progress. Opening is anticipated for Summer 2015.

Status of Projects Appearing Before
Economic Development Committee

4/7/2015

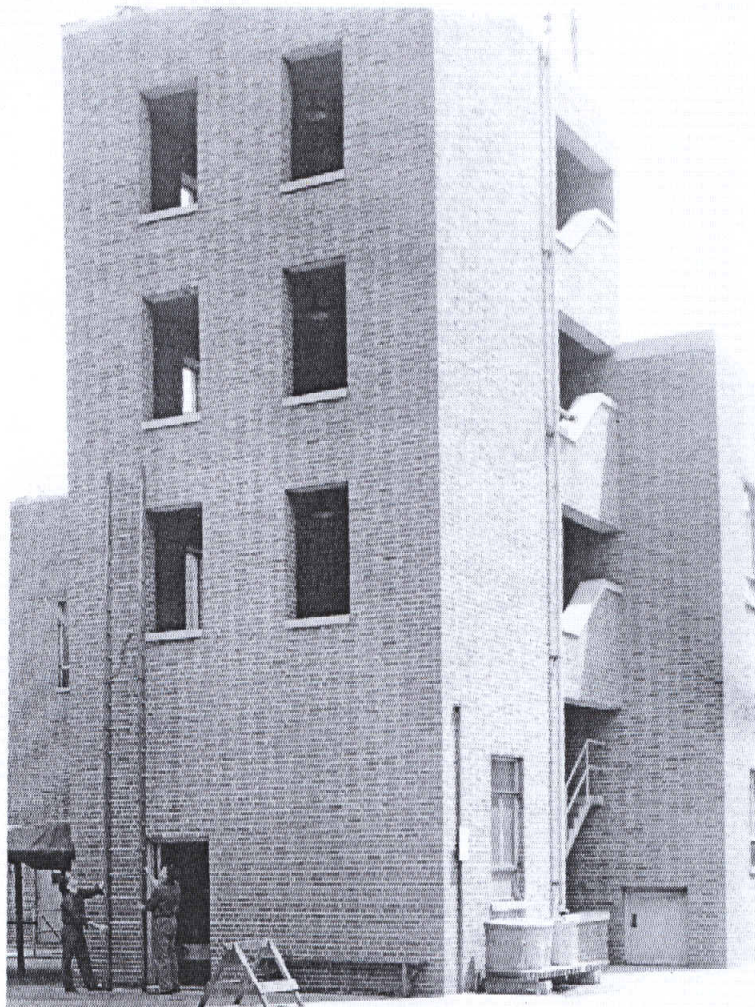
Project Name	Status	Meeting Dates		Funds Invested	Summary of Project	Latest Update	Completion Date
		ED Committee	City Council				
ZS Associates Retention Assistance	Active -- City Council Approved	1/28/2015	2/9/2015	\$300,000+	Funding for relocation and ongoing assistance in form of potential hotel/motel tax sharing agreement.	City Council consideration scheduled for 2/9/2015.	1Q2017
Lucky Platter Façade (514 Main Street)	Active -- City Council Approved	1/28/2015	2/9/2015	\$ 10,000.00	Improvement of façade at 514 Main Street	City Council approved 2/9/2015.	1Q2015
Evanston Plaza Funding	Active -- City Council Approval	1/28/2015	2/23/2015	\$ 2,000,000.00	Funding for interior and exterior rehabilitation of grocery store space at Evanston Plaza	City Council consideration scheduled for 2/23/2015.	3Q2015
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
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
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 early 2015	1Q2015
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
Homestead Meats	Closed -- Project Complete	5/28/2014	8/9/2014	\$ 935.00	Façade Improvement	Funding awarded and project complete	2Q2014
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
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
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
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
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
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
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
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
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
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
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
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
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

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	Corrado Cutlery	1634 Payne St.	1.25.12	\$ 31,500.00	\$ 437.50	\$ 15,312.50	\$ -	\$ 15,312.50	\$ -	\$ 16,187.50	4.1.15
OPEN	Ward Eight	629 Howard St.	3.15.12	\$ 362,650.00	\$ 2,000.00	\$ 52,472.01	\$ -	\$ 52,472.01	\$ -	\$ 314,650.00	NA
OPEN	Ward Eight	629 Howard St.	3.15.12	\$ 130,000.00	\$ 1,316.19	\$ 24,711.94	\$ 10,825.19	\$ 35,537.13	\$ -	\$ 105,288.06	12.1.22
OPEN	Evanston North Shore Contractor's Cooperative	1817 Church	8.14.12	\$ 200,000.00	\$ 1,028.26	\$ 807.78	\$ 1,248.74	\$ 2,056.52		\$ 119,192.22	1.5.20
OPEN	Chicken & Waffles	2424 Dempster St.	10.1.12	\$ 200,000.00	\$ 1,404.17	\$ 6,604.28	\$ 18,015.00	\$ 24,619.28	\$ -	\$ 206,689.03	10.1.32
OPEN	Peckish Pig (Building)	623 Howard St.	3.18.13	\$ 675,000.00	\$ 5,500.00	\$ 38,500.00	\$ -	\$ 38,500.00	\$ -	\$ 636,500.00	NA
OPEN	Curt's Café	2922 Central St.	5.11.14	\$ 15,000.00	\$ -	\$ 7,500.00	\$ -	\$ 7,500.00	\$ -	\$ 7,500.00	4.11.17
OPEN	FEW Spirits	918 Chicago Ave.	6.27.14	\$ 250,000.00	\$ 2,775.51	\$ 9,268.24	\$ 7,384.82	\$ 16,753.06	\$ -	\$ 240,731.76	8.30.24
OPEN	Davis Transportation	1040 Wesley Ave.	10.1.14	\$ 140,000.00	\$ 3,287.90	\$ 943.95	\$ 700.00	\$ 1,643.95	\$ (8,219.75)	\$ 139,056.05	12.31.18
CLSD	Peckish Pig (Patio Work)	623 Howard St.	8.27.14	\$ 18,412.00	NA	\$ 14,000.00	\$ 888.26	\$ 14,888.26	\$ -	\$ 4,412.00	NA

[1] Total reflects only principal.

Last Update 4/1/2015

EVANSTON FIRE & LIFE-SAFETY SERVICES



MONTHLY REPORT MARCH 2015

General information:

Total number of calls	Fire - 285	EMS - 497	Exposures - 0	Unknown - 0	All - 782	
Average calls per day	Fire - 9.19	EMS - 16.03	All - 25.22			
Total number of arson calls	0					
Estimated dollar loss	Fire - 709,311	Other - 725,150	All - 1,434,461	Arson - 0		
Estimated value	Fire - 3,039,811	Other - 1,225,150	All - 4,264,961	Arson - 0		
Percentage saved	Fire - 76.66%	Other - 40.81%	All - 66.36%	Arson - .00%		
Total injuries	Fire service - 0	Civilian fire - 0	EMS - 0	Arson - 0		
Total fatalities	Fire service - 0	Civilian fire - 0	Arson - 0			
Total apparatus responses	Emergency - 1,547	Non-emergency - 171	All - 1,718			
Average responses per day	Emergency - 49.90	Non-emergency - 5.51	All - 55.41			
Average apparatus per call	Fire - 2.54	EMS - 1.99	All - 2.19			
Average turnout time	Emergency - 0:00:45	Non-emergency - 0:01:18	All - 0:00:51			
Average response time	Emergency - 0:03:02	Non-emergency - 0:04:58	All - 0:03:22			
Average contain time	Emergency - 0:00:00	Non-emergency - 0:00:00	All - 0:00:00			
Average total time	Emergency - 0:35:30	Non-emergency - 0:16:48	All - 0:32:13			
Total man hours	Fire - 477	EMS - 1,048	All - 1,525			
Average personnel per call	Fire - 6.76	EMS - 5.00	All - 5.64			
Total aid given calls	3					
Total aid received calls	10					

Total calls by incident group:

	Count	Average response time	Aid given	Exposures
100-173 Fire	9	0:02:36	0	0
200-251 Overpressure rupture, explosion, overheat - no fire	1	0:03:53	1	0
300-381 Rescue and emergency medical service incidents	497	0:03:07	0	0
400-482 Hazardous conditions (no fire)	16	0:03:27	0	0
500-571 Service call	124	0:04:44	2	0
600-672 Good intent call	19	0:02:59	1	0
700-751 and 7009 False alarm and false call	116	0:03:04	0	0

Total calls by incident type:

	Count	Aid given	Aid received	Exposures
111 Building fire	1	0	1	0
113 Cooking fire, confined to container	1	0	0	0
118 Trash or rubbish fire, contained	1	0	0	0
131 Passenger vehicle fire	2	0	0	0
142 Brush or brush-and-grass mixture fire	2	0	0	0
151 151side rubbish, trash or waste fire	1	0	0	0
154 Dumpster or other outside trash receptacle fire	1	0	0	0
211 Overpressure rupture of steam pipe or pipeline	1	0	0	0
321 EMS call, excluding vehicle accident with injury	459	0	8	0
322 Motor Vehicle Accident	19	0	1	0
323 Motor vehicle/pedestrian accident (MV Ped)	2	0	0	0
331 Lock-in (if lock out, use 511)	5	0	0	0
353 Removal of victim(s) from stalled elevator	10	0	0	0
360 Water & ice-related rescue, other	1	0	0	0
362 Ice rescue	1	0	0	0
412 Gas leak (natural gas or LPG)	6	0	0	0
424 Carbon monoxide incident	7	0	0	0
440 Electrical wiring/equipment problem, other	1	0	0	0
442 Overheated motor	1	0	0	0
445 Arcing, shorted electrical equipment	1	0	0	0
500 Service Call, other	31	2	0	0
511 Lock-out	16	0	0	0

Total calls by incident type:		Count	Aid given	Aid received	Exposures
521	Water evacuation	1	0	0	0
522	Water or steam leak	1	0	0	0
550	Public service assistance, other	3	0	0	0
551	Assist police or other governmental agency	14	0	0	0
552	Police matter	1	0	0	0
553	Public service	5	0	0	0
554	Assist invalid	38	0	0	0
555	Defective elevator, no occupants	14	0	0	0
600	Good intent call, other	4	0	0	0
611	Dispatched & canceled en route	2	1	0	0
650	Steam, other gas mistaken for smoke, other	1	0	0	0
651	Smoke scare, odor of smoke	12	0	0	0
710	Malicious, mischievous false call, other	3	0	0	0
711	Municipal alarm system, malicious false alarm	1	0	0	0
714	Central station, malicious false alarm	3	0	0	0
730	System malfunction, other	6	0	0	0
731	Sprinkler activation due to malfunction	3	0	0	0
733	Smoke detector activation due to malfunction	10	0	0	0
734	Heat detector activation due to malfunction	2	0	0	0
735	Alarm system sounded due to malfunction	9	0	0	0
736	CO detector activation due to malfunction	13	0	0	0
740	Unintentional transmission of alarm, other	2	0	0	0
743	Smoke detector activation, no fire - unintentional	30	0	0	0
744	Detector activation, no fire - unintentional	3	0	0	0
745	Alarm system activation, no fire - unintentional	29	0	0	0
746	Carbon monoxide detector activation, no CO	2	0	0	0

Fire incidents with dollar loss:

			Dollar loss	Dollar value
2015-0001566-000	3/04/15	Trash or rubbish fire, contained 600 HAREY AVE #200, EVANSTON, IL, 60202	210	1,010
2015-0001569-000	3/04/15	Dumpster or other outside trash receptacle fire 912 CUSTER AVE, EVANSTON, IL, 60201	500	500
2015-0001623-000	3/06/15	151side rubbish, trash or waste fire 116 CALLAN AVE, EVANSTON, IL, 60202	500	1,825,000
2015-0001735-000	3/10/15	Passenger vehicle fire 1805 HOWARD ST, EVANSTON, IL, 60202	3,100	8,100
2015-0001905-000	3/16/15	Brush or brush-and-grass mixture fire 2535 SHERIDAN RD, EVANSTON, IL, 60201	1	1
2015-0002004-000	3/20/15	Building fire 2814 HARRISON ST, EVANSTON, IL, 60201	700,000	1,200,000
2015-0002213-000	3/30/15	Passenger vehicle fire INIR DODGE & EMERSON ST	5,000	5,200
Totals:			7 incidents	709,311 3,039,811

Other incidents with dollar loss:

			Dollar loss	Dollar value
2015-0001750-000	3/11/15	Assist police or other governmental agency 1012 CHURCH ST, EVANSTON, IL, 60201	25,150	25,150
2015-0002010-000	3/20/15	Assist police or other governmental agency 2814 HARRISON ST, EVANSTON, IL, 60201	700,000	1,200,000
Totals:			2 incidents	725,150 1,225,150

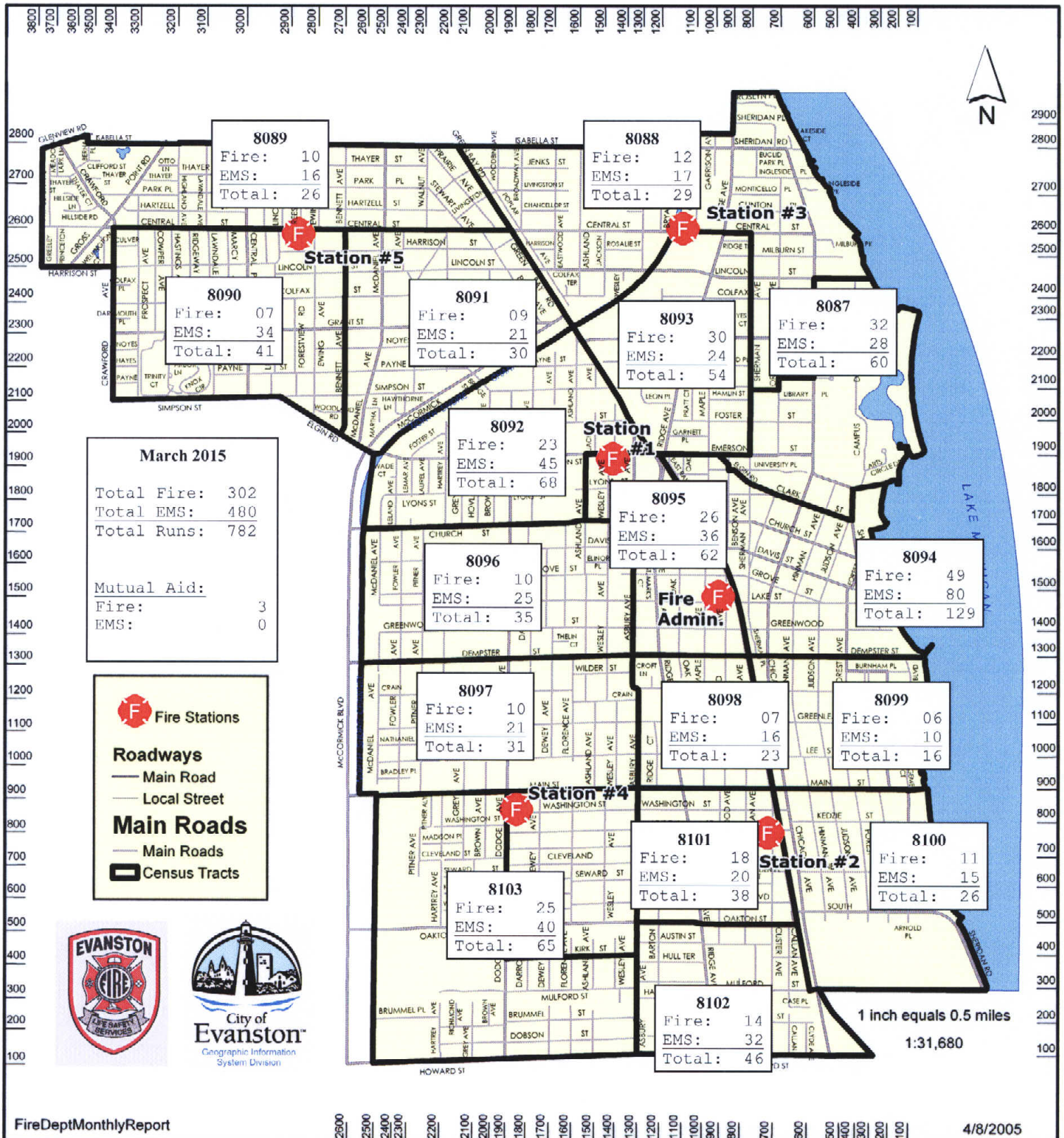
Incidents receiving aid:

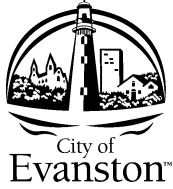
Incidents receiving aid:

2015-0001543-000 3/03/15 EMS call, excluding vehicle accident with injury
950 MULFORD ST, EVANSTON, IL, 60202
2015-0001584-000 3/05/15 EMS call, excluding vehicle accident with injury
1600 DODGE AVE, EVANSTON, IL, 60202
2015-0001688-000 3/09/15 EMS call, excluding vehicle accident with injury
2400 SHERIDAN RD, EVANSTON, IL, 60201
2015-0001732-000 3/10/15 EMS call, excluding vehicle accident with injury
101 CLYDE AVE, EVANSTON, IL, 60202
2015-0002004-000 3/20/15 Building fire
2814 HARRISON ST, EVANSTON, IL, 60201
2015-0002005-000 3/20/15 EMS call, excluding vehicle accident with injury
1404 PINER AVE, EVANSTON, IL, 60201
2015-0002006-000 3/20/15 EMS call, excluding vehicle accident with injury
1462 SIMPSON ST, EVANSTON, IL, 60201
2015-0002007-000 3/20/15 EMS call, excluding vehicle accident with injury
1922 DEMPSTER ST, EVANSTON, IL, 60201
2015-0002114-000 3/25/15 EMS call, excluding vehicle accident with injury
636 CHURCH ST, EVANSTON, IL, 60202
2015-0002239-000 3/31/15 Motor Vehicle Accident
INIR LINCOLN & RIDGE AVE

Total: 10 incidents

Evanston Fire and Life Safety Services Responses by Census Tract March 2015





Memorandum

To: Honorable Mayor and Members of the City Council

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

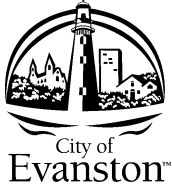
Subject: Food Establishment Application Weekly Report

Date: April 10, 2014

The table below is the weekly report of all applications for Food Establishments received.

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
Peeled Juice Bar	2311 N Campus Dr	5	04/06/2015	Retail Food Establishment	Not yet announced
Giordano's	1537 Chicago Ave	1	04/08/2015	Change of Ownership	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: April 10, 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
2	Valli Produce	1910 Dempster	F	Grocery Store	8 am – 10 pm; Sun-Sat	03/18/15	April 16, 2015 Liquor Board Meeting
4	Gigio's Pizzeria	1001 Davis Street	D	Restaurant (Alcohol)	11am-7pm (sun); 11am – 9pm (M-TH); 11am – 10PM (Fri-Sat)	4/3/15	April 16, 2015 Liquor Board Meeting
7	Whole Foods Market	2478 Green Bay Road	F-1	Grocery Store with onsite consumption	8 am – 10 pm; Sun-Sat	04/27/15	Pending City Council Approval

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 10, 2015

NWMC Board Approves FY15-16 Budget; Discusses FY16 State Budget Challenges

Thank you to the twenty-five NWMC members who attended Wednesday night's board meeting. The membership unanimously approved the FY2015-2016 NWMC Budget, which is balanced and does not call for an increase in membership dues. Illinois Municipal League Executive Director Brad Cole attended the meeting and discussed efforts to protect local government revenues as the state formulates its FY2016 budget. The board discussed the upcoming budget negotiations as well as the Governor's turnaround resolution, which was forwarded to the legislative committee for further consideration.

In other board action, members approved the Metropolitan Mayors Caucus Housing and Community Development Policy as well as a recommendation to support the Stand Up for Transportation Campaign (see related article on page 2). Finally, the membership received a report on the inaugural NWMC Annual Gala (see article below). *Staff contacts: Mark Fowler, Larry Bury*

NWMC Gala Update – Members to Compete for Best Local Gift Basket

This morning, staff sent sponsorship information for the NWMC Annual Gala, scheduled for Wednesday, June 24 at the Hilton Orrington Hotel in *Evanston*. As previously reported, the Conference has discontinued the annual golf outing; therefore, the Gala will now serve as the premier fundraising event for the organization. If you have any sponsors that you would like us to contact, please forward the information to Marina Durso, mdurso@nwmc-cog.org or 847-296-9200, ext. 122.

One of the highlights of the evening will be a silent auction of baskets prepared by NWMC members. Details on this "friendly" competition will be sent to the membership next week. **Surely, you can't be outdone by your neighbor, can you?** Start planning today! *Staff contacts: Marina Durso, Karol Heneghan, Mark Fowler, Larry Bury*

Register Today for the May 12 NWMC Surplus Vehicle & Equipment Auction!

Now that it looks like spring has actually sprung, it's a good time to take a good look at your fleet. If you see rust, wear and tear, safety issues or plain old lot rot, turn surplus vehicles and equipment into cash by selling them at the NWMC Surplus Vehicle and Equipment Auction on Tuesday, May 12, 1:00 p.m. at America's Auto Auction Chicago, 14001 S. Karlov Avenue in Crestwood.

To date, a dozen local governments will participate in the inaugural event at America's Auto Auction and there is still plenty of room available. Please visit <http://www.nwmc-cog.org/Products-and-Services/Auction/NWMC-Americas-Auto-Auction-Registration-Packet-03.aspx> to download the registration packet or obtain additional information. Please contact staff or General Sales Manager, Fred Uhter, 773-294-7213, 708-389-4488 or fred.uhter@americasautoauction.com for questions or additional information. *Staff contact: Ellen Dayan*

SPC Ford Super Duty Truck Contract Update

As a follow up to an article in the March 20 Briefing, the Suburban Purchasing Cooperative (SPC) Governing Board is pleased to announce that Currie Motors of Frankfort has awarded the first of three possible one-year contract extensions on the following 2016 model year Ford trucks:

Ford F-250 Super Duty Pick Up (Contract #142)
Ford F-350 Super Duty Pick Up (Contract #143)
Ford F-450 XL Chassis Cab (Contract #144)

Ford F-550 XL Chassis Cab (Contract #146)

The contracts are effective March 18, 2015 to March 17, 2016. To access the vehicle order forms, please visit <http://nwmc-cog.org/Suburban-Purchasing-Cooperative/Ford-Pick-Up-Trucks.aspx>.

The SPC is still awaiting a response from Landmark Ford of Springfield on the Ford F350XL 4x2 Chassis Cab (Contract #145). 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 (cell) or lylesnow@msn.com. *Staff contact: Ellen Dayan*

Time to Enroll in the NWMC EAP – May 1 Deadline Fast Approaching

The Conference is pleased to offer participation in the NWMC Employee Assistance Program (EAP) to municipalities, townships, park districts and libraries. Bensinger, DuPont & Associates (BDA) is the program provider and offers confidential, cost free referrals and assessment services twenty-four hours a day for employees and their families. Areas of assistance include dealing with issues such as substance abuse, mental health, family and marital problems, financial and legal matters.

The fee to participate in the program is \$25.00 per employee per year and the contract term is May 1, 2015 through April 30, 2016. To join the program or obtain additional information, please contact Karol Heneghan, 847-296-9200, ext. 124 or kheneghan@nwmc-cog.org. *Staff contact: Karol Heneghan*

NWMC Joins Push for New Federal Transportation Funding

On Thursday, representatives from the Northwest Municipal Conference joined local, state and federal leaders at the Stand Up For Transportation press conference to call for long term, sustainable federal transportation funding. *NWMC Transportation Committee Chairman and Wheeling Village President Dean Argiris* and Transportation Committee member and *Northbrook Trustee Bob Israel* joined members of the Illinois Congressional delegation including Senator Dick Durbin and Representatives Bob Dold, Mike Quigley, Bill Foster and Dan Lipinski as well as representatives from CTA, Pace, Metra and Amtrak. The event, held at Union Station in Chicago was hosted by RTA Chairman Kirk Dillard.

The speakers stressed the bi-partisan nature of infrastructure funding and the importance of passing a long term federal transportation bill with consistent funding. The federal Highway Trust Fund is projected to run out of money on May 31, at the same time as the current federal transportation legislation expires. The press conference was part of a nationwide push by the American Public Transportation Association. For more information, visit <http://standup4transportation.org/>. *Staff contacts: Mike Walczak, Brian Pigeon*

Register Today for IML Lobby Day

The Illinois Municipal League (IML) will hold its annual Lobby Day on Wednesday, April 29 in Springfield. The day will begin at 9:00 a.m. with a legislative briefing at the IML offices, followed by lobbying in the state capitol and culminating with a 6:00 p.m. reception at the governor's mansion. The deadline to register is Wednesday, April 22. Please visit <http://legislative.iml.org/page.cfm?key=14734> to register and for additional information. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Meetings and Events

NWMC Legislative Committee will meet on Wednesday, April 15 at 8:30 a.m. at NWMC offices in *Des Plaines*.

NWMC Environmental Best Practices Committee will meet on Wednesday, April 22 at 2:00 p.m. at NWMC offices in *Des Plaines*.

NWMC Bicycle and Pedestrian Committee will meet on Tuesday, April 28 at 10:30 a.m. at NWMC offices in *Des Plaines*. **Please note this is the fourth Tuesday.**