



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, May 29, 2015

STAFF REPORTS BY DEPARTMENT



Weekly Report for May 22, 2015 – May 28, 2015

Administrative Services

April 2015 Monthly Financial Report
Weekly Bids Advertised – None

City Manager's Office

Master Council Meeting Agenda Schedule

Community Development

Community Development Department Report, May 2015
Zoning Report
Inspection Report

Health Department

Property Standards Monthly Report
Food Establishment Application Weekly Report

Law Department

Weekly Liquor License Applications Report

Parks, Recreation & Community Services Department

Age Friendly Evanston! Update

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

June 1, 2015

Rules Committee

www.cityofevanston.org/rules

Human Services Committee – canceled

Harley Clarke Citizens' Committee

www.cityofevanston.org/harleyclarke

June 2, 2015

Zoning Board of Appeals - canceled

June 3, 2015

Design and Project Review Committee

www.cityofevanston.org/dapr

June 4, 2015

Mental Health Board

www.cityofevanston.org/mentalhealthboard

Commission on Aging

www.cityofevanston.org/commissiononaging

June 5, 2015

No scheduled meetings

June 6, 2015

Mental Health Board

www.cityofevanston.org/mentalhealthboard



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of May 22, 2015 through May 28, 2015.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2358	2608
SERVICE REQUESTS	693	724
TOTAL CHATS	58	66
TOTAL TEXT	18	13

Top 5 Service Requests

Total

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

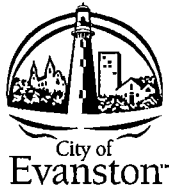
- | | |
|---------------------------------------|----|
| 1. Trash – Special Pick-up | 73 |
| 2. Building Permit Inspection Request | 66 |
| 3. Broken Parking Meter | 51 |
| 4. Rodents – Rats | 38 |
| 5. Tree Evaluation | 35 |

Note: There was one holiday included in this report, Memorial Day 05/25/2015.

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	225
Administrative Services -Finance	41
Administrative Services -HR	24
Administrative Services - Other	114
City Manager's Office	31
ComDev / Economic Development	13
ComDev/ Bldg Inspections	252
ComDev / Housing Rehab	1
ComDev / Planning/Zoning	19
General Assistance	16
Fire Life Safety	28
PublicStuff Request	263
Health	121
Information	304
Law	5
Library	3
Mayor's Office	5
Other/311	170
Other – Social Services	4
Parks – Maintenance	4
Parks – Programs/Picnics/Permits	41
Parks – Other	24
Parks/Recreation	53
Parks – Forestry	45
Parks- Recreation Programs	109
Police	171
Public Works / Fleet	6
Public Works / Street Sanitation	166
Public Works / Engineering	69
Tax Assessment Office	14
Utilities – Power	0
Utilities – Sewer	7
Utilities – Water	10
TOTAL	2358



Memorandum

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

From: Erika Storlie, Acting Director of Administrative Services/Deputy City Mgr
 Ashley King, Assistant Director
 David Meimers, Accounting Manager

Subject: April 2015 Monthly Financial Report

Date: May 29, 2015

Please find attached the unaudited financial statements as of April 30, 2015. A summary by fund for total revenues, expenditures/expenses, fund balances, and cash balances is as follows:

Fund Name	Fund #	YTD 4/30/2015 Revenue	YTD 4/30/2015 Expenses	YTD 4/30/2015 Net	4/30/2015 Unreserved Fund Balance	4/30/2015 Cash Balance*
General	100	\$ 31,922,398	\$ 27,141,805	\$ 4,780,593	\$ 21,070,998	\$ 8,666,475
General Assistance Fund	175	7,841	275,387	(267,546)	(108,856)	(306,085)
Neighborhood Stabilization	195	32	25,880	(25,848)	185,687	184,077
Motor Fuel	200	566,467	278,882	287,585	2,040,044	2,524,835
Emergency 911	205	244,024	300,087	(56,064)	859,507	664,792
SSA#4	210	174,657	80,750	93,907	(64,829)	(95,695)
CDBG	215	409,805	345,318	64,487	(5,574)	(180,991)
CDBG Loan	220	44,573	2,061	42,512	2,402,840	163,358
Economic Development	225	788,659	745,138	43,520	3,553,632	3,006,675
Neighborhood Improvement	235	-	-	-	169,915	169,915
Home	240	156,275	94,847	61,429	3,949,565	13,475
Affordable Housing	250	74,058	852	73,205	2,630,398	904,185
Washington National TIF	300	2,671,447	1,113,247	1,558,200	7,701,107	7,293,706
SSA#5	305	231,487	-	231,487	692,842	631,535
SW II TIF (Howard Hartrey)	310	632,049	261,392	370,657	2,792,203	2,776,570
Southwest TIF	315	-	-	-	905,308	893,665
Debt Service	320	6,827,827	1,430,763	5,397,064	8,973,025	7,453,428
Howard Ridge TIF	330	307,671	340,785	(33,114)	35,283	23,631
West Evanston TIF	335	53	19,269	(19,216)	488,250	488,249
Dempster-Dodge TIF	340	-	-	-	-	-
Capital Improvement	415	982	1,635,420	(1,634,437)	11,504,078	7,008,964
Special Assessment	420	84,793	95	84,698	2,603,408	2,599,196
Parking	505	3,022,626	1,211,632	1,810,993	15,236,250	14,391,629
Water	510-513	5,034,866	3,589,015	1,445,851	9,313,006	8,215,966
Sewer	515	4,332,554	3,264,516	1,068,037	5,688,734	3,440,262
Solid Waste	520	1,706,127	1,412,997	293,130	(849,421)	(1,265,422)
Fleet	600	1,106,089	886,108	219,981	106,147	(485,293)
Equipment Replacement	601	524,176	243,892	280,284	1,547,048	1,447,259
Insurance	605	5,161,139	5,831,854	(670,715)	(4,138,636)	894,683
Library	185	2,855,248	1,817,102	1,038,146	2,314,096	1,633,595
Library Debt Fund	186	323,840	61,185	262,655	260,246	260,247
Total**		\$ 68,887,922	\$ 52,349,095	\$ 16,538,827	\$ 101,596,053	\$ 73,416,886

*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 April 30, 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 April 30, 2015, the General Fund is reporting a surplus of \$4,780,593. As can be seen in the chart on page four of this memorandum, the General Fund expenditures are 28.5% of budget and revenues are 34.9% 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 April 30, 2015, the Special Service Area (SSA) #4 Fund is showing a negative cash balance of \$95,695. The only expense in this fund for April was professional fee per the City's agreement with Downtown Evanston (Evmark).

Through April 30, 2015, the Community Development Block Grant (CDBG) Fund is showing a negative fund balance of \$180,991. This amount will be reimbursed from draw downs from HUD during 2015.

Through April 30, 2015, the Economic Development Fund is showing a fund balance of \$3,553,632 and a cash balance of \$3,006,675. These balances include approximately \$1 million of revenue associated with the Gigabit Challenge which is anticipated to be returned to the state.

Through April 30, 2015, the Solid Waste Fund is showing a negative fund balance of \$849,421 and a negative cash balance of \$1,265,422. Both of these numbers show improvement from last month.

Though operating at a surplus for the year, through April 30, 2015 the Fleet Fund is showing a negative cash balance of \$485,293. The fund balance for the Fleet Fund is \$106,147. This is a significant improvement over the end of 2014 fund balance of negative \$113,833.


Through April 30, 2015, the Insurance Fund is showing a negative fund balance of \$4,138,636. 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 \$894,683 includes a January transfer from the IPBC Health Insurance Pool of \$25,000.

The April financial detail for the Capital Fund shows negative balance. This is a timing issue due to the need to reversal accruals from 12/31/2014 and "back out" projects that were paid for out of 2014 funds in order to comply with the City's annual audit.

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 April 30, 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 April 30, 2015
(Target is 33.3% of FY 2015 Budget)

Revenues	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
Property Tax	\$ 11,627,072	\$ 6,418,316	55.2%	-	-	-	-	-	-	-	-	-	-	-	-
Sales Tax	16,405,000	4,864,895	29.7%	-	-	-	-	-	-	-	-	-	-	-	
State Income Tax	7,500,000	2,694,293	35.9%	-	-	-	-	-	-	-	-	-	-	-	
Utility Tax	8,170,000	2,902,967	35.5%	-	-	-	-	-	-	-	-	-	-	-	
Real Estate Transfer Tax	2,875,000	911,672	31.7%	-	-	-	-	-	-	-	-	-	-	-	
Liquor Tax	2,450,000	850,486	34.7%	-	-	-	-	-	-	-	-	-	-	-	
Other Taxes	6,268,300	1,909,229	30.4%	-	-	-	-	-	-	-	-	-	-	-	
Licenses, Permits, Fees	13,466,859	4,118,980	30.6%	-	-	-	-	-	-	-	-	-	-	-	
Charges for Services	8,130,667	3,098,012	38.1%	6,434,293	2,047,527	31.8%	15,373,000	4,902,058	31.9%	13,072,700	4,332,213	33.1%	4,022,394	1,329,722	33.1%
Intergovernmental Revenues	725,727	341,821	47.1%	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfers	7,892,893	2,547,614	32.3%	2,925,296	975,099	33.3%	-	-	-	-	-	-	4,000	24,416	610.4%
Other Non-Tax Revenue	5,902,117	1,264,113	21.4%	2,034,004	-	0.0%	12,686,100	132,808	1.0%	1,000	417	41.7%	1,055,967	351,989	33.3%
Total Revenues	\$ 91,434,635	\$ 31,922,398	34.9%	\$ 11,393,593	\$ 3,022,626	26.5%	\$ 28,059,100	\$ 5,034,866	17.9%	\$ 13,073,700	\$ 4,332,631	33.1%	\$ 5,082,361	\$ 1,706,127	33.6%
Expenditures															
Legislative	\$ 677,023	\$ 192,632	28.5%	-	-	-	-	-	-	-	-	-	-	-	-
City Administration	1,903,126	542,286	28.5%	-	-	-	-	-	-	-	-	-	-	-	
Law Department	1,129,534	327,895	29.0%	-	-	-	-	-	-	-	-	-	-	-	
Administrative Services Department	7,542,222	1,402,824	18.6%	-	-	-	-	-	-	-	-	-	-	-	
Community Development	2,427,257	727,646	30.0%	-	-	-	-	-	-	-	-	-	-	-	
Police Department	27,620,569	9,083,198	32.6%	-	-	-	-	-	-	-	-	-	-	-	
Fire & Life Safety Services	14,462,599	4,485,844	31.0%	-	-	-	-	-	-	-	-	-	-	-	
Health Department	3,698,702	752,322	20.6%	-	-	-	-	-	-	-	-	-	-	-	
Public Works - Operating	18,048,955	5,505,400	30.5%	11,902,294	1,211,632	10.2%	-	-	-	-	-	-	5,191,820	1,412,997	27.2%
Public Works - Capital Outlay	10,836,161	1,822,379	16.8%	3,505,000	-	0.0%	-	-	-	-	-	-	-	-	
Parks, Recreation & Comm. Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Capital Improvement Transfer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfer to Debt Service Fund	1,414,583	766,459	54.2%	-	-	-	13,451,635	2,339,017	17.4%	12,321,135	3,329,477	27.0%	-	-	
Utilities - Operating	-	-	-	-	-	-	10,538,100	1,249,997	11.9%	1,068,500	(64,860)	-6.1%	-	-	
Utilities - Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenditures	\$ 89,920,731	\$ 25,608,887	28.5%	\$ 15,407,294	\$ 1,211,632	7.9%	\$ 23,989,785	\$ 3,589,015	15.0%	\$ 13,389,635	\$ 3,264,516	24.4%	\$ 5,191,820	\$ 1,412,997	27.2%

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
	6/8/2015	Garden Club of Evanston Centennial	PR	CC	Storlie	Acting CM
CMO	6/8/2015	Community Ambassadors Recognition	P	CC	Bobkiewicz	
Admin Services	6/8/2015	Community Outreach for Parks/Facilities CIP	A	CC	Storlie	
CMO	6/8/2015	Harley Clarke Report	SPB	CC	Bobkiewicz	
Utilities	6/8/2015	Engr Svcs for Water Plant Reliability	B	APW	Stoneback	
Utilities	6/8/2015	Water Bill Print/Mail Contract Ext	B	APW	Stoneback	
Library	6/8/2015	Library Garage Renovation Design & Engineering Contract	B	APW	Danczak Lyons	
Public Works	6/8/2015	Fungicide Purchase	B	APW	Robinson	
PRCS	6/8/2015	Handyman Agreement	B	APW	McRae	
Admin Services	6/8/2015	Vehicle Purchase	B	APW	Storlie	
Public Works	6/8/2015	Service Center Apt Lease	R	APW	Robinson	
CD	6/8/2015	Amendments to DAPR Ord	O	PD	Muenzer	Introduction
CD	6/8/2015	Zoning Firearm Ranges	O	PD	Muenzer	Introduction
CD	6/8/2015	60-O-15: Inclusionary Housing	O	PD	Muenzer	Introduction (Held in P&D on 4.27.15)
CD	6/8/2015	Light Pollution	D	PD	Muenzer	
CMO	6/8/2015	Accuity Parking	B	EDC	Bobkiewicz	
CMO	6/8/2015	North Shore CVB	B	EDC	Bobkiewicz	
Admin Services	6/8/2015	Exec Session	B	CC	Storlie	Workers Comp
CD	6/15/2015	Preservation Proclamation & Awards	PR/P	CC	Muenzer	3rd Monday
CMO/Public Works	6/15/2015	Discussion of 2016-18 Parks & Facilities CIP	SPB	CC	Robinson/Storlie	
Public Works	6/15/2015	Fountain Square/Sherman Ave Discussion	SPB	CC	Robinson	
PRCS	6/15/2015	City-wide Youth Services Overview	SPB	CC	McRae	
PRCS	6/15/2015	Robt Crown Fundraising	SPB	APW	Lyons/McRae	
Public Works	6/15/2015	Snow Report	SPB	CC	Robinson	
CMO	6/15/2015	Econ Dev Update	SPB	CC	Bobkiewicz	
	6/22/2015	Cahill Plumbing 125 Years	PR	CC		
Public Works	6/22/2015	Solid Waste Contract: Residential Yard Waste Extension	B	APW	Robinson	
Public Works	6/22/2015	Solid Waste: Lakeshore Condo Refuse Extension	B	APW	Robinson	
Public Works	6/22/2015	Solid Waste: Residential Refuse Extension	B	APW	Robinson	
Public Works	6/22/2015	Solid Waste: Commercial Franchise Extension	B	APW	Robinson	
Admin Services	6/22/2015	Vehicle Purchase	B	APW	Storlie	

5/29/2015 9:22 AM

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Public Works	6/22/2015	NU Parking agreement - Church St Garage	B	APW	Lyons	
Public Works	6/22/2015	Change Order	B	APW	Robinson	
Public Works	6/22/2015	Sidewalk Café	B	APW	Robinson	
Police	6/22/2015	Sungard Upgrade: CADS System	B	APW	Eddington	
Admin Serv	6/22/2015	IMRF Authorized Agent	R	APW	Storlie	
Public Works	6/22/2015	NU Alley Agreement	R	APW	Robinson	
Public Works	6/22/2015	ETHS ROW Improvements for parking lot/bike path	R	APW	Robinson	
CMO	6/22/2015	Sale 1821 Ridge	O	APW	Bobkiewicz	
CMO	6/22/2015	SSA Ordinance	O	APW	Bobkiewicz	Introduction
Admin Services	6/22/2015	Budget allocation for Cannabis Tax	D	APW	Lyons	Referral from Council
Public Works	6/22/2015	Emerson/Ridge/Green Bay Viaduct	D	APW	Robinson	
	7/13/2015	National Independent Retailers Month	PR	CC		
	7/13/2015	National Park & Recreation Month	PR	CC		
Admin Services	7/13/2015	FY2014 Audit	SP	CC	Lyons	
PRCS	7/13/2015	Penny Park Discussion	SP	CC		
Admin Services	7/13/2015	Vehicle Purchase	B	APW	Storlie	
Utilities	7/13/2015	Water Plant Valuation	B	APW	Stoneback	
Utilities	7/13/2015	ComEd Renewal	B	APW	Stoneback	
Utilities	7/13/2015	Energy Efficiency	B	APW	Stoneback	
Utilities	7/13/2015	Water Conservation Measures in Compliance with IDNR	O	APW	Stoneback	Introduction
Admin Services/Law	7/13/2015	Hotel Motel Tax - B&Bs	O	PD	Lyons/Farrar	Intro: Held in Committee Jan 26
Council	7/20/2015	City Manager Evaluation	B	CC	Francellno	Exec Session
Admin Serv	7/27/2015	Investment Strategies: Institutions	B	APW	Lyons	
PRCS	7/27/2015	Handyman Contract	B	APW	Mcrae	
Public Works	7/27/2015	NU Sheridan Road Utility Easements	R	APW	Robinson	
Law/PW	7/27/2015	Sidewalk Cafes Administrative Revisions	O	EDC	Farrar/Robinson	Introduction
CMO	9/15/2015	Increased Fines for Bikes on Sidewalks	O	APW	Bobkiewicz	Introduction
Mayor	Oct	National Fire Prevention Week	PR	CC		
Mayor	Oct	National Community Planning Month	PR	CC		

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Council & Committee Meetings						
	Mon, June 1	6:00 PM Rules				
	Mon, June 1	6:15 PM Special City Council meeting: Exec Session				
	Mon, June 1	6:30 PM Harley Clarke Committee				
	Mon, June 8	6:00 PM A&PW, P&D, City Council meetings				
	Mon, June 15	7:00 PM City Council meeting				
	Tues, June 16	7:00 PM Housing & Community Dev Act Committee				
	Wed, June 17	6:30 PM M/W/EBE Advisory Committee				
	Mon, June 22	6:00 PM A&PW, P&D, City Council meetings				
	Wed, June 24	6:00 PM Transportation/Parking Committee				
	Wed, June 24	7:30 PM Economic Development Committee				
	Fri, June 26	7:00 AM Housing & Homelessness Commission				
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	
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	
CD	TBA	Rental Licensing	O	PD		
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)
Admin Serv	tba	Credit Card Analysis	D	APW	Lyons	



Memorandum

To: Honorable Mayor, Members of the City Council and City Manager

From: Mark Muenzer, Director of Community Development

Subject: May, 2015 Community Development Department Report

Date: May 29, 2015

Please find attached the Community Development Department report for the month of April. It is organized to include all divisions of the department and reports those activities, meetings and actions that have occurred in May, 2015 as well as activities and meetings that are scheduled at this date for June, 2015. The order of the report is as follows:

1. Planning and Zoning Division
2. Housing and Grants Division
3. Building and Inspection Services Division

Should you have any questions about any item on this report please do not hesitate to contact me.

This update includes recent events or immediate future events involving projects under formal consideration, public meetings or significant recent permitting or enforcement actions.

PLANNING AND ZONING	Zoning Board of Appeals
<p style="text-align: center;">May 2015 Meetings/Activities</p>	May 5, 2015
	<p>1323 Ashland Avenue: Variance for a 1.6' north interior side yard setback where 5' is required, 2.5' south interior side yard setback where 5' is required, a dormer within 10.5% of the length of the side wall closest to the front façade where a dormer shall not be located within 20% of the length of the side wall closest to the front façade, all for a second story addition, and a 2.6' north interior side yard setback where 3' is required for a detached garage. The ZBA voted to approve the case 3-0 with two abstentions. The case continued to the next ZBA hearing to achieve four concurrent votes.</p>
	<p>825 Asbury Avenue: Variance for a 1.9' north interior side yard setback where 5' is required for a second story addition. The case was approved unanimously.</p>
	May 19, 2015
	<p>1323 Ashland Avenue: Case continued from May 5, 2015 to achieve 4 concurrent votes. ZBA members who were absent from the previous hearing voted and the case received final approval of 5-0-1.</p>
	<p>1910 Wesley Avenue: Variance for a 2' rear yard setback where 25' is required and 46.4% building lot coverage where a maximum 45% is allowed, for a 1-car attached garage. The case was approved unanimously.</p> <p>1820 Dodge Avenue: Variance for a 3.5' north and south interior side yard setback where 5' is required for a new single family residence, a 2.5' north and south interior side yard setback where 4.5' is required for eaves, and a 2.5' north and south interior side yard setback where 3' is required for a 2-car detached garage (ETHS house). The case was approved unanimously.</p>
<p style="text-align: center;">June 2015 Meetings/Activities</p>	June 2, 2015
	<p>Meeting cancelled due to a lack of cases.</p>
	June 16, 2015
	<p>2812-2814 Central Street: Special Use for a Daycare Center – Child, <i>Little Green Tree House</i>, in the B1a Business District and oCSC Central Street Overlay District.</p> <p>821a-821b Chicago Avenue: Special Use for a Craft Brewery, <i>Sketchbook Brewing Co.</i>, in the C1a Commercial Mixed Use District.</p>
PLANNING AND ZONING	Plan Commission
<p style="text-align: center;">May 2015 Meetings/Activities</p>	May 13, 2015
	<p>Zoning Ordinance Text Amendment – Firearm Ranges: The proposal establishes a new zoning land use definition for Firearm Ranges and land use regulations consistent with recent changes to Title 9, Chapter 8, Weapons adopted by the City Council. Firearm Ranges would only be permitted in I1, I2 and I3 districts and a minimum of 350 feet from an existing school, child daycare facility or public park. The Plan Commission recommended approval of the proposed amendment with a 4-1 vote.</p>
<p style="text-align: center;">June 2015 Meetings/Activities</p>	June 10, 2015
<p>Zoning Ordinance Text Amendment – Minor Variance for 2nd Floor Additions to Nonconforming Structures: The proposal, received as an aldermanic reference, will classify 2nd floor additions to nonconforming single-family and two-family residences as a minor variance that can be approved by staff rather than a major variance which needs approval by the ZBA.</p>	

PLANNING AND ZONING	Comprehensive Plan Committee of the Plan Commission
May 2015 Meetings/Activities	May, 2015
	There was no Comprehensive Plan Committee meeting scheduled in May.
June 2015 Meetings/Activities	June, 2015
	There is no Comprehensive Plan Committee meeting scheduled in June.
PLANNING AND ZONING	Rules Committee of the Plan Commission
May 2015 Meetings/Activities	May, 2015
	There was no Rules Committee meeting scheduled in May.
June 2015 Meetings/Activities	June, 2015
	There is no Rules Committee meeting scheduled in June.
PLANNING AND ZONING	Zoning Committee of the Plan Commission
May 2015 Meetings/Activities	May, 2015
	There was no Zoning Committee meeting scheduled in May.
June 2015 Meetings/Activities	June, 2015
	There is no Zoning Committee meeting scheduled in June.
PLANNING AND ZONING	Preservation Commission
May 2015 Meetings/Activities	May 19, 2015
	1226 Judson Avenue (LSHD) – Remove partially covered deck at rear of the house and construct a new one-story family room and mudroom addition in its place. Replace 2 nd story vinyl casement windows at existing sunroom with wood double hung windows. Approved.
	1115 Lake Street (RHD) - Install vinyl siding over existing wood siding only. Siding will have the same exposure as the existing siding (3 inch). Withdrawn by applicant.
	1620 Orrington Avenue (L) - Install new sign on exterior wall facing street. Per applicant's request, continued to June 16, 2015.
	2004 Orrington Avenue (NEHD) –Fence replacement in the side yard facing a street. The proposed aluminum fence is 4 feet high. Approved and recommended approval of the zoning variance.
	1419 Judson Avenue (LSHD) - Demolish existing garage and construct a new 2-car garage. Approved.
	933 Ridge Avenue (RHD) - Proposed addition/renovations to split level house include: One-story front yard addition w/covered porch, two-story rear yard addition to include kitchen, enlarged powder room, mud room and upper level master suite, replacement of existing non-original vinyl windows w/new aluminum clad wood windows, addition of clearstory windows on the north elevation, relocation of the mudroom door infill to match on south elevation. Also requires minor variations for side yard setbacks. Approved and recommended approval of the zoning variations.
	May 23, 2015
Symposium on Additions to Historic Structures: A Dialogue between Preservationists and Architects	

June 2015 Meetings/Activities	Preservation Commission (Continued) June 16, 2015
	1620 Orrington Avenue (L) - Install new sign on exterior wall facing street.
Preservation Projects Approved by Staff	<p style="text-align: center;">Staff Review – May 2015</p> 1030 LAKE SHORE BLVD 2131 ORRINGTON AVE 516 CHURCH ST 2127 MAPLE AVE 585 INGLESIDE PL 1140 FOREST AVE 1564 ASBURY AVE 1019 MICHIGAN AVE 1900 ORRINGTON AVE 701 FOREST AVE 619 UNIVERSITY PL 2247 ORRINGTON AVE 2247 ORRINGTON AVE
PLANNING AND ZONING	APPROVED & ACTIVE PLANNED DEVELOPMENTS
1890 Maple/ 1881 Oak E2	The development of 356 dwelling units is complete. The Temporary Certificate of Occupancy was issued on March 11, 2015. Awaiting final engineering approval for issuance of the Final Certificate of Occupancy.
1611 Chicago Ave. North Shore Residence/ Merion	Renovations in the existing structure are ongoing. The full building permit for the 8-story addition has also been issued; construction is ongoing.
1515 Chicago Ave. Hyatt House Extended Stay Hotel	The 8-story 114-room hotel with 33 on-site parking spaces was approved by the City Council on 4/28/2014. The full building permit was issued on 2/27/2015. The construction is ongoing.
1629-1691 Church St. Church St. Village	On 08/11/2014, the applicant received an extension to complete the 13 unfinished units in Buildings 2 and 3 and to obtain a building permit for the construction of the last eight-unit Building 1 no later than 08/11/2015. The applicant has reactivated the building permits and is working on completing the 13 unfinished units in Buildings 2 and 3. The applicant has submitted a request for an extension of the PD to obtain permits for the Building 1 by August 11, 2016. The Request is scheduled for the P&D Committee on June 22, 2015.
2454 Oakton St. Sports Dome	The indoor recreation facility (multi-sports dome) was approved by City Council on 08/11/2014. The application for the foundation only building permit was submitted on May 14, 2015 and is currently under staff review.
835 Chicago Ave. (Chicago/Main)	The 9-story 112-unit residential building with office and retail space is now under construction.
1620 Central Street	The four-story 47-unit multiple-family residential building was approved by the City Council on 04/27/2015.
1571 Maple Avenue	The 12-story 101-unit mixed-use development was approved by the City Council on 04/13/2015.

HOUSING & GRANTS	Housing & Community Development Act Committee
May 2015 Meetings/Activities	May 19, 2015
	<p>The HCDA Committee met on May 19 for an update on the status of the CDBG Housing Rehab program and the CDBG loan portfolio. Progress on combining the CDBG Public services application with the Mental Health Board application was also discussed. Staff will have a draft application in ZoomGrants for review by the HCDA committee and MHB by the first week of June.</p> <p>The HUD Chicago Field Office is waiting for Congressional Release of funds, which is required before the City's CDBG grant agreement may be developed and executed. The City will be notified when this occurs. Staff is updating the subrecipient agreement to reflect the requirements in the new Omni Circular that became effective December 26, 2014.</p> <p>Staff submitted responses to all findings and concerns from HUD monitoring of the CDBG program conducted in January 2015.</p>
June 2015 Meetings/Activities	June 16, 2015
	<p>The HCDA Committee meeting is June 16 at 7 PM in room 2402. The agenda has not been finalized, but will include a discussion about applications for CDBG for Housing projects in future years and review of the draft joint application for CDBG Public Services and Mental Health Board funding for 2016. A schedule for the combined CDBG-MHB application and review process and plan to communicate changes in the application process to potential applicants will also be provided. Staff anticipates opening the pre-application for funding in late June.</p>
HOUSING & GRANTS	Housing and Homelessness Commission
May 2015 Meetings/Activities	May 22, 2015
	<p>This meeting was cancelled due to the lack of a quorum</p>
June 2015 Meetings/Activities	June 26, 2015
	<p>The agenda has not been finalized at this point but will likely include the finalization of working groups and the presentation of fund reports.</p>
HOUSING & GRANTS	NSP 2
NSP2 Properties	<p>For Sale Properties: 713 Brummel is under contract and is expected to close by early July, pending completion of the required eight hours of homebuyer counseling by the purchaser. A revised strategy for 619 Case Place is being developed due to the inability of buyers to secure financing. Homebuyer counseling will be provided on a one-on-one basis for buyers as needed.</p>
	<p>Rental Properties: The wait list for LiveEvanston scattered site rental units will be open to accept pre-applications between July 6 and July 11. Advertisements will run in the Evanston Round Table, Chicago Tribune and Sun-Times, following the program's affirmative marketing plan. Pre-applications may be picked up at the leasing office during business hours at 1580 Foster Street beginning May 18. Households that meet pre-screening income limits and other eligibility requirements will be placed on the wait list in the order received, following the tenant selection plan.</p>
Rehabilitation/ Clearance Work	<p>Information on site remediation has been submitted to the IEPA and receipt of the No Final Remediation letter is expected in July. Disposition of the cleared site will be determined before program closeout.</p>
Land Banked Properties	<p>The ETHS house at 1941 Jackson Ave that is being redeveloped through a partnership with Community Partners for Affordable Housing. will be sold to an income eligible household by CPAH. Priority is being given to ETHS and City of Evanston employees who meet the income restrictions to purchase the home. Staff is developing disposition plans for the cleared lots at 2122 Darrow, 2142 Dewey and 2113 Dewey. 1509 Emerson will be land banked for development as part of the second phase of Emerson Square.</p>
Grant Closeout	<p>The City has expended its \$18.15 million NSP2 grant, as well as a substantial portion of the \$4 million in program income on eligible activities. Staff has completed the compliance review for ownership properties and that process is underway for rental properties. File reviews of all completed properties are being conducted as required for grant closeout.</p>

BUILDING & INSPECTION SERVICES		Housing Rehabilitation
Ward	Address	Status
5	1814 Grey	Application for Rehabilitation under review.
8	1823 – 1831 Brummel	Patricia Lloyd Townhomes – 5-Units – In Progress.
8	219 Hartrey	Application for Rehabilitation under review.
8	142 Callan	REHAB – 1 Unit – Application sent to client 5/8/2014.

Applications Received	Applications Approved	Current Projects	Completed Projects
(Mo) / (YTD)	(Mo) / (YTD)	(Mo) / (YTD)	(Mo) / (YTD)
6/8	0/0	1/1	0/0

BUILDING & INSPECTION	Sign Review and Appeals Board
May 2015 Meetings/Activities	May 14, 2015
	Meeting cancelled for lack of quorum.
May 2015 Meetings/Activities	May 27, 2015
	2 items on agenda: 1717 Central - Evanston Art Center sign variance - Approved unanimously 1900-1968 Dempster - Evanston Plaza – Revised Unified Business Center sign plan - Approved unanimously

BUILDING & INSPECTION SERVICES		New Business Application Status		
Ward	Property Address	Business Name	Received	Status
2	920 Pitner Ave.	Devontry, LLC	02/24/2015	General Business License issued 4/28/2015.
2	1908 Dempster St.	Play it Again Sports	5/1/2015	Permit #15INTR-0206 applied for on 4/28/2015.
2	1890 Maple Ave.	Standard Parking	4/14/2015	Awaiting payment of fees.
2	1908 Dempster St.	AT&T Authorized Retailer	4/20/2015	Pending inspections.
3	928 Chicago Ave.	The Little Light Bazaar	5/1/2015	Pending inspections.
3	1015 Chicago Ave.	Autobarn Mazda of Evanston	4/22/2015	Pending inspections.
4	800 Dempster St.	Evanston Float Center	5/22/2015	Application received.
4	912 Sherman Ave.	The Collage Café	4/15/2015	General Business License issued 5/22/2015.
4	704 Main St.	Cultivate Urban Rainforest & Gallery	4/16/2015	Permit #15ELEC-0109 issued 05/13/2015.
4	618 Davis St.	American Mattress, Inc.	03/31/2015	General Business License issued 5/22/2015.
4	1416 Lake St. #2	Beautifully Broken	02/06/2015	Awaiting payment of fees.
4	1416 Lake St. #2	Mindstate of Emotions	01/23/2015	Awaiting payment of fees.
5	2118 Ashland	Evanston Imprintables (manufacturing)	03/24/2015	Pending inspections.
5	1601 Payne St	Scale Creep Miniatures	5/4/2015	Pending inspections.
7	2538 Green Bay Rd.	JC Licht, LLC	01/26/2015	Pending inspections.

BUILDING & INSPECTION SERVICES		Permit Application Status		
Ward	Property Address	Project Description	Received	Status
1	811 Church	Restaurant – Interior remodel	1/20/15	Under Review
1	1735 Benson	The Stained Glass Restaurant	3/20/15	Under review
1	614 Clark	Multi-Family – Exterior deck/stairs	3/31/15	Approved
1	1930 Sherman	NU – Alpha Phi – Interior remodel	3/31/15	Approved
1	1703 Orrington	Evanston Library – Boiler/mechanical upgrades	4/22/15	Approved
1	927 Noyes #108	Actors Gym – Interior remodel	4/23/15	Approved
1	1900 Orrington	NU – Residence interior remodel	4/28/15	Approved
1	1701 Sherman	Sprint – Cell store	4/30/15	Approved
1	701 University	NU – Commercial kitchen	4/30/15	Under Review
1	650 Emerson	NU – Mid Quads -- Interior remodel	4/30/15	Approved
1	655 University	NU – Mid Quads -- Interior remodel	4/30/15	Approved
1	820 Foster	Symphony – Interior remodel	5/7/15	Under Review
1	1714 Hinman	Interior remodel	5/15/15	Under Review
1	601 University	HVAC and lighting	5/16/15	Under Review
2	1101 Dodge	8 Unit multi-family dwellings	3/6/15	Approved
2	2020 Greenwood	Proposed inside storage – Exterior improvements only	3/27/15	Approved
2	1934 Dempster	Dance Academy – expanding into adjoining space	4/14/15	Approved
2	1804 Maple	City owned lease space – Pharmacy	4/22/15	Under Review
2	1908 Dempster	ATT – Cell store	4/28/15	Approved
2	1910 Dempster	Evanston Plaza – Exterior façade improvements	5/1/15	Under Review
2	1900 Greenwood	9 storage/office spaces	5/20/15	Under Review
3	1241 Chicago	Jimmy Johns – Interior remodel	3/6/15	Under Review
3	1336 Chicago	Parking lot lighting	4/1/15	Under Review
3	534 Sheridan Square	5 flat – Complete rehab	5/19/15	Under Review
4	620 Davis	Restaurant	1/30/15	Under Review
4	828 Davis	Interior remodel	4/9/15	Approved
4	1515 Wilder – 3 flat	Whole building remodel	4/13/15	Under Review
4	614 Davis	Type I restaurant	4/15/15	Under Review
4	1560 Sherman – Unit #650	Interior remodel	4/21/15	Approved
4	1007 Davis	Restaurant – Interior remodel	4/28/15	Approved
4	1001 Davis	Gigio's Pizza – Interior remodel	5/21/15	Under Review
5	915 Foster	Dance Studio - Expansion and interior remodel	4/17/15	Approved
5	2020 Ridge	NU – Electrical upgrades	5/5/15	Approved
6	3330 Central	Starbucks – Exterior remodel	2/9/15	Under Review
7	2751 Ashland	Rocky Miller Stadium – New press box, bleacher and support structures	8/5/14	Under Review
7	1897 Campus – NU	Lacrosse and football fields – Parking lot	3/25/15	Under Review
7	1812 Central	Nail salon/spa	4/1/15	Under Review
7	1121 Leonard – 3 Flat	Interior remodel	4/16/15	Under Review
7	50 Arts Center Circle – NU	Pick-Staiger Hall – Interior remodel – ticketing	4/22/15	Under Review
7	2026 Central	Evanston Library – HVAC upgrades	4/22/15	Approved
7	2205 Tech Dr.	NU – Emergency generator and equipment	5/5/15	Approved
7	2131 Tech Dr.	NU – Exterior restoration	5/21/15	Under Review
8	128-132 Chicago	U-Haul Truck Rental – Interior and exterior remodeling	6/23/14	Under Review
8	1413-1415 Howard	Convert commercial to 6 dwelling units	11/4/14	Under Review
8	1909 -1911 Howard	Day care	3/13/15	Under Review
8	222 Hartrey	Autobarn Automobile repair and storage	3/20/15	Under Review
8	2454 Oakton	Sports Dome – Foundation only	5/14/15	Under Review
8	331 Howard	Interior remodel	5/14/15	Under Review



DATE: May 29, 2015
TO: Wally Bobkiewicz, City Manager
FROM: Mark Muenzer, Director of Community Development
Gary Gerdes, Building and Inspection Services Manager

SUBJECT: Building Permit & Construction Value Financial Report for May, 2015

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of May 2015	\$ 234,623
Total Permit Fees Collected Fiscal Year 2015	\$ 2,483,462
Total Permit fees Collected for the Month of May 2014	\$ 287,927
Total Permit Fees Collected Fiscal Year 2014	\$ 2,648,740

CONSTRUCTION VALUES

TOTAL CONSTRUCTION VALUE FOR MAY 2015	\$ 11,858,440
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2015	\$ 131,361,810
TOTAL CONSTRUCTION VALUE FOR MAY 2014	\$ 11,799,507
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2014	\$ 189,129,415



Memorandum

To: Honorable Mayor and Members of the City Council

From: Damir Latinovic, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: May 29, 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, May 22 - 28, 2015

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	2350 Orrington Avenue	Zoning Analysis	Construct 2 story SFR w/ 2-car det. garage/coach house (Kendall)	05/27/15	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
2	3330 Central Street	Building Permit	Interior/exterior remodeling (Starbucks)	02/12/15	pending Special Use
3	1225 Hinman Avenue	Zoning Analysis	Construct 1 & 2-story additions at SFR	05/28/15	compliant
3	739 Chicago Avenue	Building Permit	Interior remodeling for medical (dentist) office	05/21/15	pending additional info from applicant
3	835 Chicago Avenue	Building Permit	Construct 9-story, mixed use commercial/residential (112 du's) building	05/28/15	pending DAPR
4	1022 Ridge Court	Building Permit	Construct 2-story addition	05/13/15	pending additional info from applicant
5	1910 Wesley Avenue	Building Permit	Construct 1-car attached garage at SFR	05/28/15	compliant
5	2019 Pratt Court	Building Permit	Construct 2nd story addition, front porch at SFR	05/26/15	pending additional info from applicant
6	2103 Crawford Avenue	Building Permit	Interior remodeling for retail service establishment (chiropractor)	05/28/15	compliant
6	2536 Bennett Avenue	Building Permit	Replace sidewalks with permeable pavers at SFR.	05/26/15	compliant
6	3315 Simpson Street	Building Permit	Replace gravel driveway w/ asphalt at SFR	05/26/15	compliant
7	1208 Noyes Street	Building Permit	Construct 1-story addition at SFR	05/27/15	compliant
7	1316 Isabella Street	Zoning Analysis	Construct 2nd story addition at SFR	05/27/15	compliant
7	2001 Noyes Street	Building Permit	Construct 2nd story addition, front porch	05/26/15	compliant
7	2131 Tech Drive	Building Permit	Int./ext. renovations at Dearborn Observatory (NU)	05/26/15	compliant
1	2751 Ashland Avenue (formerly 1600 Isabella)	Building Permit	Interior/exterior additions to NU Baseball Field	08/19/14	DAPR 06/10/15
7	615 Central Street	Building Permit	Construct 1 1/2 story addition at SFR	05/27/15	non-compliant
8	128-130 Chicago Avenue	Building Permit	Int./ext. remodeling for change of use (U-Haul).	05/20/15	pending staff review
8	1800 Oakton Steet	Building Permit	Construct deck, install rear yard patio at SFR	05/27/15	compliant
8	331 Howard Street	Building Permit	Interior remodeling for retail sales/service (cellular phone store)	05/27/15	compliant
9	534 Sherman Avenue	Building Permit	Int./ext. remodeling for multi-family (5 dwelling units) residence	05/21/15	DAPR 06/10/15

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	2004 Orrington Avenue	Minor Variance	Install 4'h aluminum front yard fence	05/28/15	determination after 06/12/15
2	1804 Washington Street	Zoning Complaint	Automobile Repair establishment in residential district	09/16/14	Drive-by insp. on-going
2	2331 Church Street	Minor Variance	Side yard setback to construct 1-story addition	04/29/15	determination after 05/18/15
3	821a-821b Chicago Avenue	Special Use	Craft Brewery - <i>Sketchbook Brewing Co.</i>	05/22/15	ZBA 06/16/15 & DAPR 06/03/15
6	2719 Elgin Road	Minor Variance	Install 4'h wood picket fence in front yard	05/28/15	determination after 06/12/15
6	2812-2814 Central Street	Special Use	Child Daycare - <i>Little Green Tree House</i>	04/28/15	ZBA 06/16/15 & pending DAPR
9	1529 Madison Street	Minor Variance	Construct 2-car detached garage in required street side yard	05/28/15	determination after 06/12/15
9	503 Custer Avenue	Minor Variance	Install 4'h aluminum front yard fence	04/29/15	determination after 05/20/15



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: May 29, 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.

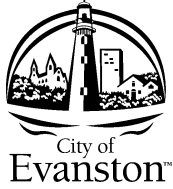
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update
Cases Received, May 29, 2015

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	1515 Chicago Avenue (Hyatt House)	New Hotel	The job is active and is setting the fourth level of spancrete flooring. The steel is complete at the fifth floor and will continue once the spancrete is complete. The job is well kept and clean with fences that stand plumb and secure. Public right of ways are protected and neighboring storm catch baskets are clear of debris.	5/28/15
1	1619 Chicago Avenue (The Merion)	Residential Addition	Work continues for foundation and grade level structure. Fences, sidewalks and catch basin are clean and in good condition. No dust or mud created at time of inspection.	5/26/15
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Sidewalks and streets are clean and fences are in good condition. Please keep weeds trimmed at all public right of ways. Soil erosion reports are up to date.	5/26/15
2	2008 Dempster Street (Goldfish Swim School)	Interior Remodel	Grading is completed along the north wall and grass seed is in place. Interior construction work is complete and the pool is now open to the public. Exterior landscaping work is being done. The parking lot is scheduled to be seal coated and striped by 6/15/15.	5/27/15
3	835 Chicago Avenue (9-story mixed-used)	Foundation	Caisson installation continues. Fences and sidewalks in good condition and catch baskets are clean. No dust or mud was being created at the time of inspection.	5/27/15
3	425 Dempster Street (Chiaravalle Montessori School)	Commercial Addition	Exterior and interior work continues to move forward. The gymnasium floor is in and has been sealed. Carpeting was being laid in the classrooms on the second floor. The concrete retaining walls at the lower level facing the west entrance are now being formed for steps. The job site is being maintained with the wind screens and fencing in place and secured. No construction debris in the public right of way.	5/27/15
4	1026 Davis Street (Taco Diablo/LuLu's)	Restaurant/Retail	Right of Way and Building Permits were posted at the job site. Ground breaking has taken place and wind screens and fencing are in place and secured. No construction debris was in the public right of way.	5/27/15
4	1029 - 1035 Davis Street	One Story Commercial	This vacant lot has been cleared down to the concrete floor due to a past structural fire. At the time of inspection, workers were laying the concrete masonry units along the east side of the property. The wind screen and fencing are in place and no construction debris was in the public right of way.	5/27/15

4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	This is a five story newly constructed building intended as an antique glass and watch museum. The exterior job site is being maintained with wind screen and fencing in place and secured. No construction debris in the public right of way. Drywall work continues to progress. Painting is completed on first and second floor. Plywood substrate being installed on first and second floors. The third, fourth and fifth floor mechanical rooms are framed and waiting for drywall and further electrical installation. Elevator is functional but more work is pending.	5/27/15
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Concrete skeleton of south towers is complete and mechanicals are under way on all floors. North towers are preparing for more concrete work with forms on the fourth floors. Silt and construction fences are secure and stand plumb, catch baskets are emptied on a weekly basis or sooner if needed, and tire washing for trucks is in place.	5/27/15
8	222 Hartrey Avenue (Autobarn)	Roof/Interior Demolition	Interior floor prep continues. Fences and sidewalks in good condition. Demo is mostly complete.	5/27/15
8	1216-1226 Harvard Terrace	Monitoring	No evidence of any construction was observed.	5/27/15



Memorandum

To: Honorable Mayor and Members of the City Council

From: Carl Caneva, Assistant Director Health Department

Subject: Property Standards Monthly Report

Date: May 29, 2015

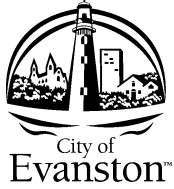
Attached is the monthly summary report of field inspections for May 2015. The report, organized by ward, includes the property address and current notes of activity. Please contact me at 847-859-7831 or ccaneva@cityofevanston.org if you have any questions or would like to request more frequent property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

Aldermanic Update/Property Maintenance Report

Address	Case #	Inspector	Last Update
Ward:			
Case Place & Callan Avenue	15-0092	Jelks, Charlton	5/27/15
An area inspection was performed and no debris was present and the area is still being monitored and will be cited as necessary.			
Central Street & Prospect Avenue	15-0658	Schnur, Angelique	5/28/15
An inspection of the area showed 19 properties with violations such as encroachment, no alley identification, weeds or rubbish. Each property will be issued a notice of violation and a re-inspection will be scheduled for the week of 6-8-15.			
Greenleaf Street & Brown Avenue	15-0634	Kramer, Robert	5/28/15
The porta potties have been relocated, the trash emptied and the grass cut. I will close this file next week unless there is a new comment or complaint			
Ward: 2			
LAKE STREET, 1608	15-0481	Kramer, Robert	5/28/15
The 1st floor is a rental unit occupied by a couple and their 2 children. I did not observe any major issues or violations and occupancy was observed to be within the code. I will close the aldermanic update next week unless additional comments or concerns are received.			
LAKE STREET, 2415	15-0589	Kramer, Robert	5/28/15
Public works has received authorization to install no parking signs on both sides of the complainants driveway			
MAIN STREET, 1925	14-1677	Kramer, Robert	5/14/15
no change in foreclosure activity. Judgment of foreclosure entered, case pending. Next foreclosure date is June 10th for affirmation order . The water bill has been partially paid and remains on			
Ward: 5			
DARROW AVENUE, 1831	15-0602	Kramer, Robert	5/14/15
Activity Date: 4/30/2014 Participant: PHH MORTGAGE CORPORATION 12 ch 12109 MORTGAGE FORCLOSURE DISPOSED / SHERIFFS SALE APPROVED Court Room: 2810 Judge: KYRIAKOPOULOS, ANTHONY C.			
Activity Date: 4/30/2014 Participant: PHH MORTGAGE CORPORATION ORDER FOR POSSESSION Court Room: 2810 Judge: KYRIAKOPOULOS, ANTHONY			
General Correspondence Nationstar Mortgage 8950 Cypress Waters Boulevard Coppell, TX 75019 This property was foreclosed 4-10-14 with sheriff's sale to Nation star Mortgage Co. On May 5th of 2015 the water billing was changed to owner / occupant. Tax billing is still in the name of the owner prior to North Star. I observed the fence yesterday and will issue a notice. We have had 2 complaints about this property last year, one for encroachment and one for rubbish. The PIN is 10 13 215 006 0000			
DARROW AVENUE, 1835	15-0594	Kramer, Robert	5/14/15
Rubbish, bricks and masonry blocks were observed and cited a s rubbish			
DODGE AVENUE, 1700	15-0689		
EMERSON STREET, 1229	15-0625	Kramer, Robert	5/28/15
A stop work order was posted on 5 14 14 and verbal telephone contact was made with the owner. The owner has since been in contact with the building dept. The stop work remains in effect. This file will be kept open until such time as permits have been granted and rehab occurs under the purview of the building department			
EMERSON STREET, 2224	15-0455	Kramer, Robert	5/13/15
The foreclosre of this property should be final on 6-1-15. Possession by the lender should be on 7-1-15. Martin Travis was contacted by the owners heir and she said that she has caused all roomers to leave but three and does expect the foreclosure to be completed on June 1st. She is to keep the roomers at three. No reinspection was performed			
EMERSON STREET, 2402	14-0919		

Aldermanic Update/Property Maintenance Report

<i>Address</i>	<i>Case #</i>	<i>Inspector</i>	<i>Last Update</i>
Ward: 6			
PROSPECT AVENUE, 2525	15-0614	Schnur, Angelique	5/28/15
A re-inspection of the property showed the leaf pile and railroad tie to have been removed and the area cleaned up. I will close this cast next week after the update is viewed.			
Ward: 8			
CALLAN AVENUE, 117	15-0087	Jelks, Charlton	5/27/15
Upon an area inspection it was observed that the area was clear of debris and will continue to be monitored and cited as necessary.			
CALLAN AVENUE, 150	15-0088	Jelks, Charlton	5/27/15
An inspection was performed and the area was clean. Area will continue to be monitored and cited as necessary.			
CLYDE AVENUE, 135	15-0086	Jelks, Charlton	5/27/15
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	Jelks, Charlton	5/27/15
An area inspection was performed and the area remains clear of debris and will continue to be monitored and cited as necessary.			
CUSTER AVENUE, 149	15-0089	Jelks, Charlton	5/27/15
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	Jelks, Charlton	5/27/15
An area inspection took place and the area remains clear of debris and will continue to be monitored and cited as necessary.			
Ward: 9			
FLORENCE AVENUE, 704	15-0535		
MONROE STREET, 1628	15-0691		



Memorandum

To: Honorable Mayor and Members of the City Council

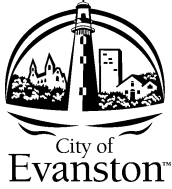
From: Carl Caneva, Assistant Director Health and Human Services Department

Subject: Food Establishment Application Weekly Report

Date: May 29, 2015

There were no new applications for food establishments for the week of May 24, 2015.

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



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: May 29, 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	Hyatt House Evanston	1515 Chicago Ave	D	Restaurant (Alcohol)	5pm – 10 pm (Mon – Fri) 12 pm – 10 pm (Sat-Sun)	5/14/15	Pending Liquor Board Meeting
4	La Principal	700 Main Street	D	Restaurant (Alcohol)	11am – Midnight Tues-Sun	5/13/15	Pending Liquor Board Meeting

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 & Community Services
Christina Ferraro, Assistant Director, Community Services

Re: Age Friendly Evanston! Update

Date: May 29, 2015

The City of Evanston encourages community members to complete the “Age Friendly Evanston!” survey and provide feedback to help create a more livable community. Based on survey responses, the “Age Friendly Evanston!” Task Force will work with the Evanston City Council and staff to develop a three-year action plan to help achieve age friendly goals. Community members must complete the survey by midnight on Friday, June 19.

The “Age Friendly Evanston!” survey can be completed over the phone by calling 847-448-4311, online at (www.cityofevanston.org/agefriendly), and in-person at the following locations:

1. Evanston Public Library (EPL), 1703 Orrington Ave.
2. EPL Chicago Ave./Main St. (CAMS) Branch, 900 Chicago Ave.
3. EPL North Branch, 2026 Central St.
4. Fleetwood-Jourdain Community Center, 1655 Foster St.
5. Levy Senior Center, 300 Dodge Ave.
6. McGaw YMCA, 1000 Grove St.
7. Lorraine H. Morton Civic Center, 2100 Ridge Ave.
8. Ten Twenty Grove, 1020 Grove St.
9. The Highlands at King Home, 1555 Oak Ave.
10. The Merion, 1611 Chicago Ave.
11. Three Crowns Park, 2323 McDaniel Ave.

The printed survey is available in English and Spanish and all responses will be kept confidential. For more information about the “Age Friendly Evanston!” survey, please contact Assistant Director of Community Services Christina Ferraro at 847-448-8251.



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING MAY 29, 2015

Register Today for the June 24 NWMC Annual Gala

Why wait? RSVP today for the NWMC Annual Gala, scheduled for Wednesday, June 24 at the Hilton Orrington Hotel in *Evanston*. The reception and silent auction will be held beginning at 5:30 p.m., with the dinner and program to commence at 7:00 p.m.

Highlights of the evening will be the inauguration of the NWMC officers for 2015-2016 and the awarding of the first ever NWMC Communicopia Award, to be presented to the Conference member who contributes the most popular gift basket for the silent auction. As previously reported, the NWMC Golf Outing was discontinued in order for the organization to focus on the Annual Gala as our primary fundraiser.

We hope you are able to join us in Evanston and contribute to the next chapter in the success of the NWMC. Please RSVP by Friday, June 12 to Marina Durso, mdurso@nwmc-cog.org or 847-296-9200, ext. 122. *Staff contacts: Mark Fowler, Marina Durso, Karol Heneghan*

Bicycle/Pedestrian Committee Discuss Kane County Planning Efforts, LTA Program

On Tuesday, the NWMC Bicycle and Pedestrian Committee heard two presentations on efforts to improve biking and walking in Kane County. The Committee was joined by Patrick Knapp from the Kane/Kendall Council of Mayors and Tom Armstrong from the City of Elgin's Bicycle and Pedestrian Advisory Committee. Mr. Knapp discussed his efforts to update and improve signage and mile markers along the Fox River Trail using a combination of GPS technology and outreach to the public, municipalities and the forest preserve. Mr. Armstrong described the creation of the Elgin Bicycle and Pedestrian Advisory Committee and its efforts to improve bicycle infrastructure, education and enforcement in the city.

NWMC staff also discussed the Chicago Metropolitan Agency for Planning's (CMAP) Local Technical Assistance (LTA) program (see related article below). A call for LTA projects is currently underway and will close on Thursday, June 25. For more information on the program or assistance in applying, please contact NWMC staff. *Staff contacts: Mike Walczak, Brian Pigeon*

Transportation Committee Hears State and Federal Updates; Regional Grant Programs

The NWMC Transportation Committee met on Thursday and received an update on the recently released 2016-2021 Illinois Department of Transportation Proposed Highway Improvement Program. Major projects in the NWMC area include: widening of Illinois 22 from Quentin Road to west of Illinois 83; reconstruction of Willow Road west of the Tri-State Tollway; and, an intersection improvement at Milwaukee Avenue and Sanders/Euclid Road. To view the full program, please visit goo.gl/gLQqt7. Staff also provided an update on federal reauthorization efforts and told the committee that negotiations in Washington continue to favor short term extensions rather than a full reauthorization.

Chicago Metropolitan Agency for Planning (CMAP) staff reminded the committee that they are currently accepting applications for the latest round of popular planning programs for local governments: CMAP's Local Technical Assistance (LTA) Program; and, the Regional Transportation Authority's Community Planning Program. Funding is also available this year funding for local active transportation (pedestrian and bicycle) plans in suburban Cook County through the Cook County Department of Public Health. Just one application is needed to be considered for all three programs. Program details and applications are available online at the RTA website. Please note that the application deadline is Thursday, June 25 at Noon. *Staff contacts: Mike Walczak, Brian Pigeon*

Environmental Best Practices Committee Tours Margaret B. Lee Center

On Wednesday, members of the NWMC Environmental Best Practices Committee and staff toured Oakton Community College's new Margaret Burke Lee Science and Health Careers Center. The building, which opened in January, is in the process of being certified as a Leadership in Energy & Environmental Design (LEED) Gold facility. Highlights from the tour included photovoltaic cell solar panels; the use of recycled building materials; automated lighting systems and window shades; and, native landscaping. The building uses approximately 30 percent less energy than a traditional laboratory building. Special thanks to Oakton's Sustainability Specialist Debra Kutska for arranging the tour. *Staff contact: Mike Walczak*

Skokie to Host MDRN Summer Mobile Workshop

On Thursday, June 25, the Municipal Design Review Network (MDRN) of DePaul University's Chaddick Institute will conduct its summer mobile workshop in the *Village of Skokie*. Participants will take a walking tour of downtown Skokie (CTA station, new streetscape and wayfinding signs, Skokie Valley Trail), the Floral Avenue Residential Development (showroom and new home), and the 100% Corner to view the existing vista and envision future development.

This free event will be held from 9:00 a.m. to Noon, with participants gathering at the *Skokie Village Hall*, 5127 Oakton Street. An optional lunch will be held at a downtown restaurant. For more information, please contact mdrn@depaul.edu and to RSVP, please email chaddick@depaul.edu by Monday, June 8. *Staff contact: Mark Fowler*

Meetings and Events

NWMC Executive Board will meet on Wednesday, June 3 at 8:30 a.m. at the NWMC offices in *Des Plaines*.