

Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, June 6, 2014

STAFF REPORTS BY DEPARTMENT



Weekly Report for May 30, 2014 – June 5, 2014

Administrative Services

Bids Advertised Week of June 2, 2014
April 2014 Monthly Financial Report

City Clerk

May RETT Report

City Manager's Office

Master Council Meeting Agenda Schedule
Cultural Funds Grants

Community Development

Zoning Report

Economic Development

Monthly Report

Fire and Life Safety Services

Monthly Report

Parks, Recreation & Community Service

Weekly Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

June 9, 2014

Board of Local Improvements
Administrative and Public Works Committee

www.cityofevanston.org/apw

Planning and Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

June 10, 2014

Public Art Committee

www.cityofevanston.org/publicartcommittee

June 11, 2014

Site Plan & Appearance Review Committee

Plan Commission

Northwestern University and City Committee – **rescheduled to July 9, 2014**

June 12, 2014

Sign Review and Appeals Board

June 13, 2014

Utilities Commission

www.cityofevanston.org/utilitiesagendas



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of May 30, 2014 through June 5, 2014.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	3342	2653
SERVICE REQUESTS	698	614
TOTAL CHATS	83	45
TOTAL TEXT	0	14

Top 5 Service Requests

Total

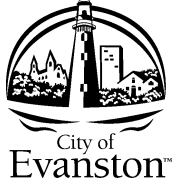
Most requested service requests (Source: PublicStuff - Open/Closed)

- | | |
|--|-----|
| 1. Building Permit Inspection Request | 114 |
| 2. Trash – Special Pick-up | 54 |
| 3. Broken Parking Meter or Pay Station | 48 |
| 4. Trash – Missed Garbage Pick up | 32 |
| 5. Notice of Violation (Internal) | 30 |

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	322
Administrative Services -Finance	48
Administrative Services -HR	119
Administrative Services - Other	244
Call Transfer	160
City Manager's Office	72
ComDev / Economic Development	35
ComDev/ Bldg Inspections	293
ComDev / Housing Rehab	9
ComDev / Planning/Zoning	41
Directions	26
Evanston Township	16
Fire Life Safety	30
PublicStuff Request	188
Health	77
Information	700
Law	2
Library	7
Mayor's Office	6
Other	149
Other – Social Services	3
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	10
Parks – Other	30
Parks/Recreation	71
Parks – Forestry	37
Parks- Recreation Programs	140
Police	153
Public Works / Fleet	6
Public Works / Street Sanitation	145
Public Works / Engineering	60
Utilities – Power	1
Utilities – Sewer	2
Utilities – Water	139
TOTAL	3342



Memorandum

To: Wally Bobkiewicz, City Manager

From: Martin Lyons, Assistant City Manager/ Chief Financial Officer
 Ashley Porta, Budget Manager
 Tammi Turner, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of June 2, 2014

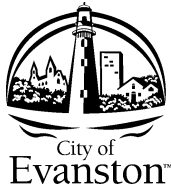
Date: June 6, 2014

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 June 2, 2014

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council Date
Bid 14-05 Chlorination Equipment Replacement	Utilities	Work on this project includes providing and installing chlorine feed equipment and related piping installation and electrical/controls improvements.	\$200,000	Jul 1	Jul 14

****During the Week of June 2, 2014, Bid 14-05 Chlorination Equipment Replacement was not publicly advertised, but sent to a list of prequalified contractors.**



Memorandum

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

From: Ashley Porta, Budget Manager
 Hitesh Desai, Accounting Manager

Subject: April 2014 Monthly Financial Report

Date: June 6, 2014

Please find attached the unaudited financial statements as of April 30, 2014. A summary by fund for total revenues, expenditures/expenses, fund balances, and cash balances is as follows:

Fund Name	Fund #	YTD	YTD	YTD	4/30/2014	4/30/2014
		4/30/2014	4/30/2014	4/30/2014	Unreserved	Cash
		Revenue	Expenses	Net	Fund Balance	Balance*
General	100	\$ 30,509,728	\$ 26,868,608	\$ 3,641,120	\$ 20,727,558	\$ 9,101,839
Neighborhood Stabilization	195	1,134,580	413,139	721,440	685,837	563,628
Motor Fuel	200	620,937	277,602	343,335	1,655,903	1,818,234
Emergency 911	205	420,644	282,538	138,106	1,279,352	1,093,540
SSA#4	210	183,388	80,000	103,388	(67,380)	(76,814)
CDBG	215	268,901	395,220	(126,319)	(347,502)	(288,242)
CDBG Loan	220	18,242	15,265	2,977	2,279,023	117,808
Economic Development	225	760,342	390,091	370,251	3,454,958	3,312,128
Neighborhood Improvement	235	-	-	-	149,915	149,915
Home	240	180,100	283,877	(103,777)	3,318,846	(93,603)
Affordable Housing	250	55,313	4,663	50,650	2,527,960	789,035
Washington National TIF	300	2,395,187	1,110,100	1,285,088	6,384,765	5,915,128
SSA#5	305	247,928	-	247,928	689,966	661,506
SW II TIF (Howard Hartrey)	310	626,559	49,619	576,940	3,918,354	3,918,354
Southwest TIF	315	261,365	9,833	251,532	584,606	584,606
Debt Service	320	6,550,686	378,708	6,171,978	9,528,760	8,028,071
Howard Ridge TIF	330	267,992	358,106	(90,114)	577,887	286,851
West Evanston TIF	335	37	22,339	(22,302)	520,812	515,338
Dempster-Dodge TIF	340	-	-	-	-	-
Capital Improvement	415	802,132	1,005,989	(203,856)	5,384,748	6,680,471
Special Assessment	420	87,247	56,616	30,631	2,102,724	2,099,050
Parking	505	2,979,861	1,980,481	999,380	14,287,201	14,738,230
Water	510-513	5,075,978	4,178,578	897,399	9,541,658	8,460,626
Sewer	515	5,388,105	3,593,841	1,794,264	5,838,067	3,642,398
Solid Waste	520	1,615,841	1,332,350	283,491	(809,660)	(1,471,705)
Fleet	600	1,053,931	948,814	105,118	214,561	(397,623)
Equipment Replacement	601	510,262	250,261	260,001	1,806,329	848,983
Insurance	605	5,812,884	6,171,730	(358,846)	(7,024,757)	701,758
Library	185	2,415,220	1,674,829	391,837	1,596,746	938,374
Library Debt Fund	186	391,837	-	391,837	391,837	391,837
Total**		\$ 70,243,394	\$ 52,133,196	\$ 17,761,643	\$ 90,807,238	\$ 73,029,721

*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, 2014 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, 2014, the General Fund is reporting a surplus of \$3,641,120. However, due to the timing of payroll, the City will have 3 pay dates in December 2014 (December 4, 18 and 31), which will reduce this surplus. Staff will continue to report on the actual expenses incurred each month along with this anticipated higher expense in December 2014.

Through April 30, 2014, the Special Service Area (SSA) #4 Fund is showing a negative cash balance of \$76,814.

Through April 30, 2014, the Community Development Block Grant (CDBG) Fund is showing a negative fund balance of \$347,502 and a negative cash balance of \$288,242. However, on May 12, the City received \$98,175 from HUD which will reduce the negative cash balance. Additionally, the City is still waiting for the contract to be approved by the HUD to draw an additional \$216,000.

Through April 30, 2014, the Economic Development Fund is showing a fund balance of \$3,454,958 and a cash balance of \$3,312,128. These balances include approximately \$1 million of revenue associated with the Gigabit Challenge.

Through April 30, 2014, the Solid Waste Fund is showing a negative fund balance of \$809,6601 and a negative cash balance of \$1,471,705, a decrease from prior months..

Though operating at a surplus for the year, through April 30, 2014 the Fleet Fund is showing a negative cash balance of \$397,623.

Through April 30, 2014, the HOME fund is showing a negative cash balance of \$93,603. However, on May 1, the City received \$91,100 from HUD which will bring the balance back down to a negative \$2,503.

Through April 30, 2014, the Insurance Fund is showing a negative fund balance of \$7,024,757. 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. Please note, the City's annual liability and property insurance payments, totaling \$601,314, were paid in January, which further reduced the fund balance of the Insurance Fund. These payments will gradually be reimbursed through FY 2014 from interfund transfers to the Insurance Fund. Staff will continue to monitor the Insurance Fund and provide regular updates to the City Council in the future.

If there are any questions on the attached report, please contact me by phone at (847) 859-7884 or by email: aporta@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, 2014 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.

A handwritten signature in blue ink, appearing to read "Martin Lyons", is written over a horizontal line.

Martin Lyons, Treasurer

Report of Budget-to-Actual Revenues and Expenditures
As of April 30, 2014
(Target is 33% of FY 2014 Budget)

	General Fund			Parking Fund			Water Fund			Sewer Fund			Solid Waste Fund												
	Revenues	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget									
Property Tax	\$	12,271,386	\$	6,536,861	53.3%	\$	-	\$	-		\$	-	\$	-	\$	-									
Sales Tax		15,790,000		4,546,010	28.8%		-		-		-	-		-		-									
State Income Tax		7,076,170		2,337,514	33.0%		-		-		-	-		-		-									
Utility Tax		8,220,000		3,164,232	38.5%		-		-		-	-		-		-									
Real Estate Transfer Tax		2,875,000		636,093	22.1%		-		-		-	-		-		-									
Liquor Tax		2,375,000		935,643	39.4%		-		-		-	-		-		-									
Other Taxes		5,940,053		1,276,346	21.5%		-		-		-	-		-		-									
Licenses, Permits, Fees		12,622,280		3,650,656	28.9%		-		-		-	-		-		-									
Charges for Services		7,936,754		2,708,215	34.1%	6,434,293	1,798,053	27.9%	13,913,400	3,815,159	27.4%	12,922,700	4,527,752	35.0%	3,889,033	1,220,766	31.4%								
Intergovernmental Revenues		721,272		308,513	42.8%	-	-		-		-	-		25,000	2,029	8.1%									
Interfund Transfers		7,742,893		2,624,981	33.9%	2,925,296	975,099	33.3%	-	-		-		1,055,967	351,989	33.3%									
Other Non-Tax Revenue		5,614,490		1,452,715	25.9%	2,034,004	-	0.0%	6,413,816	98,998	1.5%	2,191,000	860,353	39.3%	-	-									
Total Revenues	\$	89,185,298	\$	30,177,777	33.8%	\$	11,393,593	\$	2,773,152	24.3%	\$	20,327,216	\$	3,914,157	19.3%	\$	15,113,700	\$	5,388,105	35.7%	\$	4,970,000	\$	1,574,783	31.7%
Expenditures																									
Legislative	\$	677,621	\$	208,484	30.8%	\$	-	\$	-		\$	-	\$	-	\$	-									
City Administration		1,941,115		515,100	26.5%		-		-		-	-		-		-									
Law Department		1,045,232		293,387	28.1%		-		-		-	-		-		-									
Administrative Services Department		8,826,606		2,047,668	23.2%		-		-		-	-		-		-									
Community Development		2,652,887		726,174	27.4%		-		-		-	-		-		-									
Police Department		26,876,444		8,638,368	32.1%		-		-		-	-		-		-									
Fire & Life Safety Services		14,072,488		4,572,483	32.5%		-		-		-	-		-		-									
Health Department		3,009,286		664,450	22.1%		-		-		-	-		-		-									
Public Works - Operating		17,884,613		5,822,802	32.6%	10,714,333	1,980,481	18.5%	-	-		-		5,309,082	1,332,350	25.1%									
Public Works - Capital Outlay		-		-		5,180,000	-	0.0%	-	-		-		-	-										
Parks, Recreation & Comm. Services		10,483,281		2,864,525	27.3%		-		-		-	-		-		-									
Capital Improvement Transfer		936,500		312,167	33.3%		-		-		-	-		-		-									
Transfer to Debt Service Fund		609,000		203,000	33.3%		-		-		-	-		-		-									
Utilities - Operating		-		-			-		13,451,635	3,408,840	25.3%	13,006,620	3,545,653	27.3%		-									
Utilities - Capital Outlay		-		-			-		10,538,100	769,738	7.3%	3,272,500	48,188	1.5%		-									
Total Expenditures	\$	89,015,073	\$	26,868,608	30.2%	\$	15,894,333	\$	1,980,481	12.5%	\$	23,989,735	\$	4,178,578	17.4%	\$	16,279,120	\$	3,593,841	22.1%	\$	5,309,082	\$	1,332,350	25.1%

MONTHLY RETT REPORT FOR MAY 2014						
DATE:	June 5, 2014					
TO:	Mayor and Aldermen					
FROM:	Rodney Greene, City Clerk					
SUBJECT:	RETT Report -- May 2014					
	BUDGET 2014	\$2,875,000				
	<u>FY 2013</u>		<u>FY 2014</u>			
Month	Amount	Transactions	Month	Amount	Transactions	Cumulative
January	122,065	55	January	102,640	52	102,640
February	86,775	56	February	164,235	57	266,875
March	137,094	75	March	112,720	71	379,595
April	275,644	118	April	238,900	95	618,495
May	378,779	123	May	259,905	115	878,400
June	270,866	131	June			
July	527,936	134	July			
August	297,970	142	August			
September	537,470	97	September			
October	561,435	81	October			
November	531,675	82	November			
December	227,470	98	December			
April 2014 revenues were reduced to reflect this expenditure: \$0						
Monthly average needed to meet budget			\$ 239,583.00			
FY 2014 Monthly Average			\$ 175,680.00			
58 exemptions @ \$100 ea. = \$5,800; CUMULATIVE \$26,800						
There were three (5) \$ million sales in May 2014						
05/01/2014 -- 2769 Sheridan Rd, \$1,244,500.00 Tax \$6,225.00; Seller: Singer; Buyer: Zipprich						
05/20/2014 -- 913 Forest Ave, \$1,990,000.00 Tax \$9,950.00; Seller: 913 Forest Ave LLC; Buyer: Ishida						
05/28/2014 -- 1026 Davis St, \$1,521,859.00 Tax \$7,610.00; Seller: Aquarius V Corporation; Buyer: 1026 Davis St. LLC						
05/28/2014 -- 140 Dempster St, \$1,470,000.00 Tax \$7,350.00; Seller: Berger; Buyer: Nagel						
05/30/2014 -- 834-40 Judson Ave, \$7,900,000.00 Tax \$39,500.00; Seller: JMG Ventures - Series 834 Judson, LLC; Buyer: Kamada						
NSP2 sales = \$179,000; CUMULATIVE \$480,000						
NSP2 purchases = \$0; CUMULATIVE \$0						

Evanston City Council Agenda Schedule - 2014

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

2014 Meeting Dates: Jan 13, Jan 21 (Tues), Jan 27, Feb 10, Feb 17, Feb 24, Mar 10, Mar 17, Mar 24, Apr 8 (Tues), Apr 28						
May 12, May 19, May 27 (Tues), June 9, June 16, June 23, July 14, July 21, July 28, Aug 11, Sept 8, Sept 15, Sept 22						
Oct 13, Oct 20, Oct 27, Nov 10, Nov 17, Nov 24, Dec 8						
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
CMO	6/16/2014	Downtown Evanston Agreement	B	CC	Lyons/Robinson/ Nyden	Third Monday
CMO	6/16/2014	Plastic Bag Ban	D	CC	Bobkiewicz/Hurley	
Mayor	6/23/2014	IRMCO's 100th Anniversary	PR	CC	Francellno	
Public Works	6/23/2014	Holiday refuse collections/ Recycling Fair	A	CC	Robinson	
Admins Services	6/23/2014	GFOA CAFR Award	A	CC	Lyons	
Utilities	6/23/2014	Water Meter Purchase	B	APW	Stoneback	
Admins Services	6/23/2014	Annual Accela/Permit and Maintenance Software Contract	B	CC	Lyons	
Admins Services	6/23/2014	Inland REA: Sherman Plaza Maint	B	CC	Lyons	
Public Works	6/23/2014	Sherman Avenue Streetscape & Resurfacing Contract Award	B	APW	Robinson	
Public Works	6/23/2014	Vehicle Purchases	B	APW	Robinson	
Police/Law	6/23/2014	School Resource Officers @ ETHS	R	APW	Eddington/Farrar	
Law	6/23/2014	FOIA Policy	R	APW	Farrar	
Police	6/23/2014	69-O-14: Cell phone fines, seatbelts, etc	O	APW	Eddington	Introduction
Utilities	6/23/2014	IEPA Loan Authorization	O	APW	Stoneback	Introduction
PRCS	6/23/2014	Cradle to Career	B	HS	McRae	
CMO	6/23/2014	Res 12-R-14: Autobarn Sales Tax Sharing	R	EDC	Bobkiewicz	Held at Council Apr 8
CMO	6/23/2014	FEW Spirits	B	EDC	Bobkiewicz	
CMO	6/23/2014	Merchant Grants	B	EDC	Bobkiewicz	
CMO	6/23/2014	Membership for Chicago's North Shore Convention & Visitor's Bureau	B	EDC	Bobkiewicz	
Law	6/23/2014	Exec Session	R	APW	Farrar	Release of Exec Session Minutes
PRCS	7/14/2014	National Park/Recreation Month	PR	CC	Mayor	
Admin Services	7/14/2014	Police and Firefighter pension actuary	B	APW	Lyons	
Public Works	7/14/2014	Final Vehicle Purchase	B	APW	Robinson	
Public Works	7/14/2014	Church Street Boat Ramp Contract Award	B	APW	Robinson	
Fire	7/14/2014	Ambulance stretcher lift systems	B	APW	Klaiber	
Public Works	7/14/2014	Sheridan/Chicago Ave. Design Award	D	APW	Robinson	
CD	7/14/2014	CPAH Application for Affordable Housing HOME Loan	B	PD	Muenzer	
CD	7/14/2014	Loan application to the Affordable Housing Fund for 319 Dempster	B	PD	Muenzer	

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CD	7/14/2014	1026 Davis Street variances; Type 1 Restaurants (Taco Diablo & Lulus)	B	PD	Muenzer	
CD	7/14/2014	Ordinance Text Amendment: B-Districts/Office & Financial Institutions	O	PD	Muenzer	
CD	7/14/2014	Ordinance Text Amendment: Notice Requirements	O	PD	Muenzer	
CD	7/14/2014	Ordinance Map Amendment: 1409 Dodge Ave and 1825 Greenwood St	O	PD	Muenzer	
CD	7/14/2014	Amendments to the Inclusionary Housing Ordinance	O	PD	Muenzer	Introduction
PRCS	7/14/2014	Noyes Leases	R	HS	McRae	
CMO	7/14/2014	Human Rights (LGBT)	R	HS	Bobkiewicz	Introduction
CD	7/14/2014	Emergency Solutions Grant (ESG) Subrecipients	B	HS	Muenzer	
Mayor	7/21/2014	St. Francis Hospital 40 Yr EMS	PR	CC	Francellno/Klaiber	
Admins Services	7/21/2014	Continuation: CIP Facilities	P	CC	Lyons	
Public Works/CMO	7/21/2014	Bike Plan Update/Final Report	P	CC	Robinson/Hurley	
Public Works	7/21/2014	Snow Issues Update	P	CC	Robinson	
Admin Services	7/28/2014	Bond Issuance 2014C	O	APW	Lyons	
Public Works	7/28/2014	Davis Streetscape Furniture	B	APW	Robinson	
Public Works	7/28/2014	SNAP Lighting	B	APW	Robinson	
Admin Services	7/28/2014	Deputy Treasurer	R	APW	Lyons	
CD	7/28/2014	Housing Authority of Cook County application for HOME funds	B	PD	Muenzer	
CD	7/28/2014	Ordinance: Regulations for Neighborhood Gardens, Urban Farms & Rooftop Urban Farms	O	PD	Muenzer	
Fire/Public Works	8/11/2014	Fire Ladder Truck Purchase	B	APW	Klaiber/Robinson	
Public Works	8/11/2014	Solid Waste Discussion	D	APW	Robinson	
Council & Committee Meetings						
Mon, June 16	7:00 PM	City Council meeting				
Tues, June 17	7:30 PM	Housing & Community Development Act Ctte				
Wed, June 18	6:30 PM	M/W/EBE Advisory Committee				
Mon, June 23	6:00 PM	A&PW, P&D, City Council				
Wed, June 25	6:00 PM	Transportation/Parking Committee				

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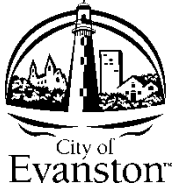
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D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business

APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development

BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Wed, June 25	7:30 PM	Economic Development Committee				
Fri, June 27	7:00 AM	Housing & Homelessness Commission				
Dept	Date	Item	Action	Committee	Staff	
Public Works	TBA	BAS Contract - 8 City buildings	B	APW	Robinson	
CD	TBA	Ord 32-O-14: 835 Chicago Ave	O	CC	Muenzer	Action: Introduced 3.24.14
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		
CD	TBA	Zoning for Medical Cannabis	O	PD		
Public Works	TBA	Ecology Center Greenhouse	B	APW	Robinson	
Law	TBA	Title 9 City Code Amendments	O		Farrar	(Introduced 1.27.14)



Memorandum

To: Honorable Mayor and Members of the City Council
From: Jennifer Lasik
Subject: Cultural Fund Grants
Date: June 5, 2014

We are pleased to announce that the following organizations have received grants from the 2014 Cultural Fund Program:

1. Next Theatre	\$1000.00
2. Open Studio	\$1000.00
3. Art Encounter	\$1000.00
4. Music Institute of Chicago	\$1000.00
5. Evanston Art Center	\$1000.00
6. Evanston Symphony Orchestra	\$1000.00
7. Literature for All	\$800.00
8. Block Art Museum (Northwestern Univ)	\$800.00
9. Piccolo Theatre, Inc	\$800.00
10. Evanston In-School Music Assoc.	\$800.00
11. Evanston Dance Ensemble	\$600.00
12. Actor's Gymnasium	\$600.00
13. Muse of Fire	\$400.00
14. First Night Evanston`	\$400.00

As you know, the Cultural Fund is made possible through the Community Arts Access program of the Illinois Arts Council Agency. Our city provided a 25% match to the funds allocated by the Agency. All funding is then re-granted to local arts organizations. The total amount in the fund this year was \$11,200.

Grants were reviewed and ranked by an independent panel made up of arts professionals from around the Chicago metropolitan area. Funding allocation was then determined by the Evanston Arts Council.

The funding is currently designated for operating expenses of these organizations.

A citizen arts group has commenced work on revision of the Cultural Fund Grant Program for 2015, and we will be excited to bring those proposals to you soon.

Thank you for your support of our local artists and arts organizations.



Memorandum

To: Honorable Mayor and Members of the City Council
From: Lorrie Pearson, Planning and Zoning Administrator
Subject: Weekly Zoning Report
Date: June 6, 2014

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

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

Zoning Weekly Update

Cases Received and Pending, May 30 - June 5, 2014

Zoning Reviews

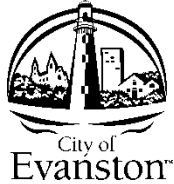
Ward	Property Address	Type	Project Description	Received	Status
1	1520 Forest Avenue	Building Permit	Replace garage apron - expand existing concrete patio at SFR	06/04/14	pending staff review
1	214 Greenwood Street	Building Permit	Install back-up generator at SFR	6/5/2014	pending staff review
1	321 Greenwood Street	Building Permit	Replace existing back porch - in kind at SFR	05/30/14	pending staff review
1	711 Emerson Street	Building Permit	Int./ext. remodeling to convert SFR to MFR (3 units), estab. 2 open prkng sp.	05/08/14	pending Preservation
2	1320 Ashland Avenue	Building Permit	Interior and exterior remodeling at SFR	05/22/14	pending staff review
2	1420 Fowler Avenue	Building Permit	Interior and exterior alterations at SFR	05/30/14	pending staff review
2	1602 Ashland Avenue	Building Permit	Construct new fence at SFR	05/23/14	pending staff review
2	1840 Oak Avenue	Zoning Analysis	Reduce required off-street parking requirement for existing office building	05/02/14	pending additional info from applicant
3	1011 Sheridan Road	Building Permit	Construct new deck, rear patio at SFR	05/15/14	pending staff review
3	223 Kedzie Street	Building Permit	Construct 2-car det. garage using shared driveway with neighbor	05/08/14	pending staff review
3	546 Judson Avenue	Building Permit	Construct two-car detached garage at SFR	05/29/14	pending staff review
3	712 Michigan Avenue	Building Permit	Construct two-car detached garage at SFR	05/27/14	pending staff review
4	1239 Oak Avenue	Building Permit	Front porch addition; replace rear deck	05/29/14	pending Minor Variance
4	923 Ridge Court	Building Permit	Construct 1-story, 4-car detached garage/coach house	05/19/14	pending staff review
5	1000 Foster Street	Zoning Analysis	Demolish existing and construct 3-story mixed-use commercial & 2 DUs	03/21/14	pending additional info from applicant
5	1019 Simpson Street	Zoning Analysis	Demolish SFR and construct 4 DU structure with temporary coach house	04/07/14	pending revisions
5	1023 Simpson Street	Building Permit	Construct 3-unit 2-story residential building	06/02/14	pending staff review
5	1822 Simpson Street	Building Permit	Construct two-car detached garage at SFR	05/27/14	pending staff review
5	2035 Pratt Court	Building Permit	Furnish and install vertical platform at SFR	05/21/14	pending staff review
6	2230 Harrison Street	Building Permit	Rebuild balcony at SFR	05/22/14	pending staff review
6	2230 Harrison Street	Building Permit	Rebuild balcony at SFR	05/23/14	pending staff review
6	2325 Forestview Road	Building Permit	Construct 2nd story addition at SFR	05/22/14	pending staff review
6	2404 Hartzell Street	Building Permit	Install rear yard patio at SFR	05/22/14	pending staff review

6	2423 Ridgeway Avenue	Building Permit	Construct 2-car detached garage at SFR	05/22/14	pending staff review
6	2425 Noyes Street	Building Permit	Construct second floor addition to existing SFR	06/04/14	pending staff review
6	2506 Grant Street	Building Permit	Construct front porch, 2nd floor addition at SFR	05/08/14	pending staff review
6	2602 Isabella Street	Building Permit	Construct 2-car detached garage at SFR	05/22/14	pending staff review
6	2723 Thayer Street	Building Permit	Construct new 2 1/2 story SFR	04/17/14	pending additional info from applicant
6	2920 Payne Street	Building Permit	Construct 2-story addition at SFR	05/22/14	pending staff review
6	2921 Simpson Street	Building Permit	Construct 2 1/2 story SFR on vacant lot	05/02/14	pending staff review
6	3028 Grant Street	Building Permit	New driveway, walk, stoop and patio at SFR	05/21/14	pending staff review
6	3028 Grant Street	Building Permit	Construct new driveway, walk, stoop, and patio at SFR	05/28/14	pending staff review
7	1210 Chancellor Street	Zoning Analysis	Construct 2-story SFR on vacant lot	05/22/14	pending staff review
7	1321 Jenks Street	Building Permit	Install back-up generator at SFR	6/5/2014	pending staff review
7	1700 Central Street	Building Permit	Interior buildout for restaurant	05/29/14	pending staff review
7	2315 Bryant Avenue	Building Permit	Install new rear yard patio at SFR	05/22/14	pending staff review
7	2440 Bennett Avenue	Building Permit	Construct 1-story addition at SFR	05/14/14	pending staff review
7	2511 Orrington Avenue	Building Permit	Construct 2-story addition at SFR	05/15/14	pending staff review
7	2747-2767 Ashland Avenue	Zoning Analysis	Renovate NU baseball stadium; new concession and locker room facilities	05/19/14	pending staff review
7	2763 Broadway Avenue	Building Permit	Construct 2-story addition at SFR	05/22/14	pending staff review
7	3031 Thayer Street	Building Permit	Construct second floor addition and remodeling at SFR	05/22/14	pending staff review
7	815 Ridge Terrace	Building Permit	Replace decking/rail system on existing deck; construction of new deck at SFR	06/02/14	pending staff review
8	1115 Hull Terrace	Building Permit	Construct deck at SFR	05/13/14	pending staff review
8	218 Richmond Avenue	Building Permit	Interior remodeling of second floor	05/28/14	pending staff review
8	320 Sherman Avenue	Zoning Analysis	Construct 2-story SFR on vacant lot	05/02/14	pending staff review
8	324 Sherman Avenue	Zoning Analysis	Construct 2-story SFR on vacant lot	05/02/14	pending staff review
8	735 Mulford Street	Zoning Analysis	Construct 2-story SFR on vacant lot	05/02/14	pending staff review
9	1502 South Boulevard	Building Permit	Construct dormer addition and deck	05/22/14	pending staff review
9	1601 Seward Street	Building Permit	Construct 2nd story dormer addition at SFR.	05/22/14	pending staff review

9	648 Custer Avenue	Building Permit	Construct 2-car detached garage at SFR.	05/22/14	pending staff review
9	808 Washington Street	Building Permit	Construct 1-story addition at SFR	05/22/14	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
2	1627 Greenwood Street	Minor Variance	Install 4'h wood fence in street side yard (corner lot)	04/24/14	pending revisions
2	1825 Greenwood Street/ 1409 Dodge Avenue	Map Amendment	Rezone from I2 to R4 to convert to 3 dwelling units	03/12/14	PC 06/11/14
2	1825 Greenwood Street/ 1409 Dodge Avenue	Major Variance	2 principal structures, front/street side yard/side yard/rear setbacks, parking	05/30/14	ZBA 07/01/14 & SPAARC 06/11/14
2	2113 Maple Avenue	Minor Variance	Interior side yard setback to construct 2nd story addition.	05/02/14	pending revised plans
3	114 Kedzie Street	Major Variance	Building lot coverage, impervious surface, dist btwn structures for garage	05/23/14	ZBA 07/01/14 & SPAARC 06/18/14
3	835 Chicago Avenue	Planned Development	9 story mixed use retail, office and residential tower	12/30/13	P&D TBD
3	910 Hinman Avenue	Major Variance	Building lot coverage, impervious surface, and open parking for 7 DUs	04/07/14	P&D 06/09/14
4	1026 Davis Street	Major Variance	Rear yard setback and zero on-site parking spaces for 2-story building	06/02/14	ZBA 07/01/14 & pending SPAARC
4	1042 Ashland Avenue	Business License	Trade contractor (Century Lawn Care)	06/05/14	non-compliant
4	1314 Wilder Street	Minor Variance	Front yard setback to construct second story addition (revisions)	04/03/14	pending revisions
4	1315 Lee Street	Major Variance	Building lot coverage, impervious surface, side setback for garage	05/23/14	ZBA 07/01/14 & SPAARC 06/18/14
5	1638 Payne Street	Business License	Trade contractor (Greenwise Organic Care)	06/05/14	compliant
5	1910 Wesley Avenue	Major Variance	Impervious surface ratio and front yard setback for 1-car attached garage	03/28/14	ZBA 06/17/14
5	2114 Jackson Avenue	Business License	Commercial indoor recreation (Precision Multisport)	06/05/14	compliant
6	2336 Cowper Street	Minor Variance	Building lot coverage to construct 2-car detached garage	05/13/14	determination after 06/20/14
6	2551 Marcy Avenue	Minor Variance	Install 6'h wood fence in street side yard.	05/21/14	determination after 6/20/2014
6	2639 Lincolnwood Drive	Minor Variance	Impervious surface ratio to install patio/fire pit	05/14/14	determination after 06/20/14
6	3253 Central Street	Minor Variance	Building lot coverage, impervious surface ratio for detached garage	06/05/14	pending staff review
7	1402 Fowler Avenue	Minor Variance	Install 4'h wood fence in street side yard of corner lot	05/02/14	determination after 6/12/14
7	2204 Harrison Street	Minor Variance	Building lot coverage/impervious surface ratio for detached garage	05/22/14	determination after 6/25/14
7	2204 Harrison Street	Minor Variance	Building lot coverage, impervious ratio to construct 2-car detached garage	06/03/14	pending staff review
7	2802-06 Sheridan Road	Minor Variance	Install 4'h wrought iron fence in front and street side yard at SFR	06/02/14	pending staff review
8	151 Custer Avenue	Minor Variance	Replace 4' chain link fence in street side yard with 6' solid wood fence	05/27/14	determination after 6/25/14
8	151 Custer Avenue	Minor Variance	Install 6'h wood fence in street side yard.	06/04/14	pending staff review
9	1718 Cleveland Street	Minor Variance	Install 5'h wood fence in street side yard.	05/19/14	determination after 6/25/14
9	802 Florence Avenue	Major Variance	Minimum lot size, rear yard setbacks and required parking for lot subdivision	04/02/14	P&D 06/09/14



Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Nyden, Economic Development Division Manager

Subject: Monthly Economic Development Report for May 2014

Date: May 29, 2014

Discussion

Enclosed is the monthly report of economic development activities for the month of May 2014. 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.

March 2014 UPCOMING MEETINGS & EVENTS

<p>Economic Development Committee</p>	<p>The next regularly scheduled meeting of the Economic Development Committee will be Wednesday July 9, 2014 at 7:30 pm in room 2200 of the Civic Center.</p> <p>The Economic Development Committee held a meeting on May 28, 2014. The agenda included: Items for Consideration: A) Consideration of Financial Assistance for Homestead Meats for the Façade Improvement Program; B) Consideration of Funding Requests for the Great Merchants Grant; C) Consideration of Annual Funding Request from North Shore Convention and Visitors Bureau; and D) New Auto Barn Sales Tax Sharing Agreement.</p> <p>Items for Discussion: A) Update on City Logo; B) Proposed Changes/Additions to the Façade Improvement Program; C) Cook County Bureau of Economic Development Introduction</p> <p>Communications: A) Update on Wayfinding Signage Program B) Announcements/Updates from EDC Members; B) Monthly Economic Development Communication;</p>
<p>Howard Street Business Association</p>	<p>Tuesday, June 10, 2014 at 7pm at the Police Outpost at 633 Howard Street.</p>
<p>Evanston West Village Business Assoc. (EWWBA)</p>	<p>The Association held a gathering of local businesses on May 19, 2014. The next meeting is scheduled in June.</p>
<p>WestEnd Business Association</p>	<p>The last association meeting was held on April 29, 2014. The next meeting will be June 24, 2014.</p>
<p>Business District Head Meeting</p>	<p>This is a meeting of key representatives from Evanston's business and merchant groups. The next meeting will be held on June 17, 2014.</p>

On-Going Activities

<p>Health and Wellness Initiative</p>	<p>The next meeting of the Health & Wellness working group will be May 30, 2014. Focus will be on summer and fall event planning.</p>
<p>New Business Openings, Expansion, and/or Relocations –March/April 2014</p>	<p>Lyfe Kitchen (1603 Orrington Avenue); Frio Gelato (1701 Simpson Street); Just Turkey (2430 Main Street); Adiana Strings (636 Church Street); Tutti Frutti Yogurt (809 Davis Street); Fitness Avenues (1910 Main Street); The Fitness Matrix (2306 Main Street); Lao Sze Chuan (1633 Orrington Avenue); DMK Burger & Fish (815 Noyes Street); Brew Camp (821 Chicago Avenue); the Peckish Pig (623 Howard Street);</p>
<p>Marketing</p>	<p>Staff continues to utilize evanstonedge.com to feature local businesses, and also comprehensive twitter, linked in, and Facebook strategies. With the addition of Pinterest Places, staff will be updating a Pinterest Page to utilize this new technology.</p>

<p>Technology/ Entrepreneurship /Innovation Events</p>	<p>Economic Development Staff in collaboration with Library Staff launched NextChapter Evanston - Entrepreneurship workshops, mentoring, and events for Evanston’s earliest stage businesses to be housed on the 3rd floor of the Main Library. Private partners have been offering seminars at no cost to attendees. Participant appreciation / launch event planned for June. Latest updates on http://www.nextchapterevanston.com/</p> <p>Staff continues its outreach to individual growth companies and entrepreneurs to determine ways in which the city can support the start-up climate in Evanston.</p> <p>Staff has supported / co-hosted several RISE! events. RISE! is Evanston’s high growth company CEO peer-to-peer network.</p> <p>Staff has begun adding Evanston-based startups to the builtinchicago.org digital startup community to raise the profile of Evanston’s startup community. http://www.builtinchicago.org/companies/map-chicago-startups</p>
<p>Small Business Assistance</p>	<p>Economic Development staff continues to work with existing businesses, assisting them in pursuing physical upgrades and expansions, facilitating them through the various permitting processes, etc. Staff is also working with several new small businesses ranging from cafes and restaurants to retailers, small office users and entertainment uses. Since the start of 2014, staff has worked with 15 leads for potential new small businesses.</p> <p>Staff presented to the Economic Development Committee on May 28, 2014 a potential revision to the façade improvement program to support retail development in Evanston through small business assistance for interior build out. Program to be marketed as the Storefront Improvement Program</p>
<p>Façade Improvement Program</p>	<p>Staff continues to meet and work with other businesses interested in the program. Several Inquiries have been received and staff expects to see several businesses apply for a grant within the next 1 – 2 months. A revision of the program is currently underway which would allow for some interior build-out to be included in the list of eligible projects. Will be brought for discussion to May Economic Development Committee meeting. See above.</p>
<p>Vacancy Rates</p>	<p>Vacancy rates as of 1st Quarter 2014 are: 8.7% for office 9.7% for industrial 10.5% for retail/ restaurant spaces</p>
<p>Great Merchant Grant Program</p>	<p>Staff is bringing a revised program for discussion to the May 28, 2014 Economic Development Committee meeting along with grant requests from four business associations.</p>

KEY ECONOMIC DEVELOPMENT SITE ACTIVITY REPORT

Site location	Overview of Development Opportunities	Bldg. Area	Site Area (Approx.)	Next Steps
1817 Church St.	City Council approved a \$200,000 construction loan funded from the West Evanston TIF to Evanston North Shore Contractors Cooperative to redevelop 1817 Church Street as a contractor cooperative.	NA	5,764	The Evanston North Shore Contractors Cooperative is in the midst of interior build out. Expansion is complete. Interior framing, drywall install, and painting continues. Construction completion anticipated late-2014.
Evanston Plaza	WHI Real Estate Partners LLC and Bonnie Investment Group have formed a partnership to revitalize the center.	N/A	212,373	Bonnie Management continues to market the plaza to national retailers, services, etc. Staff remains in contact with Bonnie Management on a regular basis. Several independent grocers have expressed interest in the former Dominick's site. There are currently 8 years remaining on the lease at Evanston Plaza.
Asbury/ Oakton	Staff has on-going conversations with property owner regarding potential business prospects that might be well-suited for the site. Property owner is currently not interested in selling the property.	14,000	19,000	Little Beans Café is starting special use process for café and drive-thru coffee/prepared foods service. Received approval from City Council/P&D on March 24. Little Beans is working to finalize lease with property owner.
Chicago/ Main	Staff has worked with developer to create a mixed-use office/retail development.	90,000	30,424	The developer continues to move forward a mixed use retail, office, and residential building. The developer has started formal development process; Plan Commission recommended approval to City Council on 2/26/14; Introduction at Planning & Development was on 3/24/2014. Additional parking and traffic impact issues are under consideration; the project will return to City Council/P&D Committee when parking issues are resolved.
1801-1805 Church	Vacant former gas station property owned by Daniel Cheifetz.	n/a	11,000	Site is currently in litigation. City Council previously approved resolution granting authority to negotiate purchase of property.

1911-1917 Church Street	Tawani Enterprises purchased the property in October 2013 to be redeveloped as a "educational and cultural center " .	N/A - no defined plan yet for redevelopment	15,825	Tawani has demolished the building formerly on the site. No plans submitted for development.
1901 Dempster (former KFC)	Property was purchased on 1/30/2014 by new owner who is seeking to redevelop the property.	TBD	20,225	Starbucks Special Use for Type 2 restaurant and drive-through was approved at April 8 th City Council meeting. Permits have been pulled to begin interior and exterior work. Late summer opening is expected.
727-729 Howard Street/721-723 Howard Street	City-owned properties located on Howard Street. Staff is currently working with a theatre company to try to relocate to this building on Howard Street.	4,000	4,000	City Council did not approve award of the lowest bid for this project. A revised concept is in process. City acquired 721-723 Howard Street in support of the performing arts space. In the meantime, SITE (temporary theatre from Northwestern University) will utilize the space for a production.
Former "Borders" site- Maple	Downtown Evanston is primary contact with the representatives from Arthur Hill regarding refilling this space; Staff is assisting Downtown Evanston in looking for prospects.	21,900	NA	New property owner is working to determine prospects for property.
1615 Oak Street	Smylie Brothers Brew Pub will be opening a restaurant and Brewery in the downtown area.	11,000	13,000	Interior construction is underway. Construction is underway with plans to open in June 2014.
737 Chicago Avenue	AMLI residential development has available ground floor commercial space for lease	1,186 to 7,900	NA	Staff is working with the broker to find retail/service users.
1720 Central Street	Central Station Apartment Development has available ground floor commercial space for lease	10,650	NA	Staff is working with the broker and several interested businesses interested in opening in the available commercial spaces. A lease has been signed for a restaurant use for the space at the corner of Central Street and Eastwood Avenue. Several potential businesses are in negotiations.
1011 Chicago Avenue/ 222 Hartrey Avenue	Autobarn is working to relocate portions of the service and warehousing of vehicles to 222 Hartrey.	100,000+	100,000	Staff is working to develop a financial assistance package to rehabilitate Chicago Avenue properties and rehabilitate 222 Hartrey properties to expand Autobarn operations. Agreements for the Sales Tax Sharing Agreement and TIF assistance will be at City Council on 6/21/14.
Dominick's Locations	In mid-October, Safeway announced the closure of all Dominick's on January 1, 2014. The City has two locations: Evanston Plaza (approx. 45,000	90,000	100,000+	Staff is working with the ownership of both properties to determine likely outcome and re-occupancy of sites. Whole Foods announced that it would be purchasing the Green Bay

	square feet) and Green Bay Road (Approx. 40,000 square feet).			location and will open in mid-2015. Private negotiations remain ongoing for Evanston Plaza site. Grocery Store Working Group had first meeting January 29, 2014. A follow-up meeting will be determined.
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**2014/2013 Economic Development Committee Recommended for Approval Project Tracker
(Projects approved by EDC/City Council within the last 12 months)**

Project Name	Status	Meeting Dates	Funds Invested	Summary of Project	Latest Update	Completion Date
Just Turkey Façade (2430 Main St.)	<i>Closed – Project Complete</i>	EDC: 2/19/2014 CC: 3/10/2014	\$2,090	Seeking façade improvement funds for signage at 2430 Main Street for new business.	Now Open	1Q2014
Autobarn (Chicago/Hartrey Ave.)	Active – Pending City Council Approval	EDC: 8/7/2013; 2/19/2014 CC:4/8/2014 (TIF Funding Agreement) CC: TBD (Sales Tax Agreement)	\$2.5M	Seeking TIF assistance for build-out at 222 Hartrey, 7B support to Cook County Assessor, and extension of Sales Tax Sharing Agreement	City Council approved \$2.5M in TIF funding and is holding on 48 month extension of sales tax sharing agreement until concerns with neighbors can be resolved; Resolution for 7b was approved at 11/25/13 City Council meeting.	4Q2014
<i>Career Institute (990 Grove St.)</i>	<i>Closed – No City Assistance is Necessary</i>	<i>EDC: 11/22/2013</i>	\$25,000	<i>Build-Out Assistance at 990 Grove for Career Institute to support development of programs that will train individuals in medical fields</i>	<i>Declined City Assistance</i>	NA
1801 Dempster Facade	Active – City Council Approved	EDC 10/23/2013 CC: 11/25/2013	\$15,185	Renovate 10/23 façade	Property owner is preparing to start work in May 2014.	2Q2014
FEW Spirits (918 Chicago Ave.)	Active – Pending City Council Approval	EDC: 10/23/2013 CC: TBD	\$250,000	Loan for purchase of new equipment for additional bottling line for distillery and working capital.	Staff has drafted loan documentation for City Council; waiting for information on equipment that will be purchased.	2Q2014
Curt’s Café (2922 Central St.)	Active – City Council Approved	EDC: 9/25/2013 CC: 10/14/2013	\$21,000	Reimbursement for up to seven Evanston resident participants who are placed in jobs.	Curt’s Café continues training program.	3Q2014
<i>NextChapter Entrepreneurship Program (1703</i>	<i>Closed – Project Complete and Funding Provided</i>	<i>EDC: 9/25/2013 CC: 10/14/2013</i>	\$9,900	<i>Support creation of Entrepreneurship education program at the EPL.</i>	<i>NextChapter is open and offering classes.</i>	1Q2014

<i>Orrington Ave.)</i>						
<i>Beacon Academy</i>	<i>Closed – No City Assistance Necessary</i>	<i>EDC: 8/28/2013 CC: NA</i>	<i>\$250,000</i>	<i>Seeking build-out assistance for interior space of school.</i>	<i>Determined Project did not need City funding.</i>	<i>NA</i>
<i>Now We're Cookin' (1601 Payne St.)</i>	<i>Active – Project In Process</i>	<i>EDC: 8/7/2013 CC:9/9/2013</i>	<i>\$60,933</i>	<i>Seeking funding support for entrepreneurial training for early stage food businesses</i>	<i>Funding received, status update was provided at January 2014 EDC meeting. Next update will be April 2014 EDC.</i>	<i>3Q2014</i>
<i>Music Institute of Chicago (1702 Sherman Ave.)</i>	<i>Closed – Project Complete and Funding Provided</i>	<i>EDC: 4/24/2013 CC: 5/13/2013</i>	<i>\$165,000</i>	<i>Sought funds to support build-out of black box theatre and other extraordinary construction expenses</i>	<i>Project Complete – Ribbon-Cutting held on Oct 23, 2013.</i>	<i>3Q2013</i>
<i>Peckish Pig (623 Howard St.)</i>	<i>Closed – Project Complete and Funding Provided</i>	<i>EDC: 2/27/2013 CC: 3/18/2013</i>	<i>\$200,000</i>	<i>Build-out funds for City-owned property in support of creation of restaurant at 623 Howard Street</i>	<i>Peckish opened March 13 and will participate in a ribbon-cutting on April 3, 2014.</i>	<i>1Q2014</i>
<i>Margarita Inn (1566 Oak Ave.)</i>	<i>Closed – No City Assistance Necessary</i>	<i>EDC: 2/27/2013 CC:NA</i>	<i>\$230,000</i>	<i>Support following major rehabilitation of the hotel to offset costs in the form of a hotel tax sharing agreement of new incremental hotel occupancy taxes not to exceed approved amount.</i>	<i>Margarita Inn was able to secure bank loan without the need of City tax sharing agreement; never found necessary to move to City Council.</i>	<i>NA</i>

EVANSTON FIRE & LIFE-SAFETY SERVICES



MONTHLY REPORT MAY 2014

General information:

Total number of calls :	Fire - 268	EMS - 561	Exposures - 0	Unknown - 0	All - 829
Average calls per day :	Fire - 8.64	EMS - 18.09	All - 26.74		
Total number of arson calls . . :	0				
Estimated dollar loss :	Fire - 174,084	Other - 75,000	All - 249,084	Arson - 0	
Estimated value :	Fire - 14,314,009	Other - 575,000	All - 14,889,009	Arson - 0	
Percentage saved :	Fire - 98.78%	Other - 86.95%	All - 98.32%	Arson - .00%	
Total injuries :	Fire service - 1	Civilian fire - 0	EMS - 1	Arson - 0	
Total fatalities :	Fire service - 0	Civilian fire - 0		Arson - 0	
Total apparatus responses . . . :	Emergency - 1,597	Non-emergency - 165	All - 1,762		
Average responses per day . . . :	Emergency - 51.51	Non-emergency - 5.32	All - 56.83		
Average apparatus per call . . . :	Fire - 2.37	EMS - 2.00	All - 2.12		
Average turnout time :	Emergency - 0:00:44	Non-emergency - 0:01:09	All - 0:00:47		
Average response time :	Emergency - 0:03:00	Non-emergency - 0:04:42	All - 0:03:15		
Average contain time :	Emergency - 0:00:00	Non-emergency - 0:00:00	All - 0:00:00		
Average total time :	Emergency - 0:38:16	Non-emergency - 0:24:24	All - 0:36:07		
Total man hours :	Fire - 506	EMS - 1,190	All - 1,697		
Average personnel per call . . . :	Fire - 6.37	EMS - 4.96	All - 5.42		
Total aid given calls :	1				
Total aid received calls :	7				

Total calls by incident group:

	Count	Average response time	Aid given	Exposures
100-173 Fire	19	0:03:19	0	0
300-381 Rescue and emergency medical service incidents	561	0:02:58	0	0
400-482 Hazardous conditions (no fire)	12	0:04:11	0	0
500-571 Service call	129	0:04:16	0	0
600-672 Good intent call	15	0:02:10	1	0
700-751 and 7009 False alarm and false call	93	0:03:32	0	0

Total calls by incident type:

	Count	Aid given	Aid received	Exposures
111 Building fire	1	0	0	0
112 Fires in structure other than in a building	1	0	0	0
113 Cooking fire, confined to container	7	0	0	0
118 Trash or rubbish fire, contained	1	0	0	0
131 Passenger vehicle fire	1	0	0	0
150 150side rubbish fire, other	2	0	0	0
151 151side rubbish, trash or waste fire	4	0	0	0
154 Dumpster or other outside trash receptacle fire	1	0	0	0
162 Outside equipment fire	1	0	0	0
321 EMS call, excluding vehicle accident with injury	509	0	6	0
322 Motor Vehicle Accident	34	0	1	0
323 Motor vehicle/pedestrian accident (MV Ped)	7	0	0	0
331 Lock-in (if lock out, use 511)	1	0	0	0
352 Extrication of victim(s) from vehicle	2	0	0	0
353 Removal of victim(s) from stalled elevator	8	0	0	0
411 Gasoline or other flammable liquid spill	1	0	0	0
412 Gas leak (natural gas or LPG)	4	0	0	0
424 Carbon monoxide incident	1	0	0	0
440 Electrical wiring/equipment problem, other	2	0	0	0
442 Overheated motor	2	0	0	0
443 Breakdown of light ballast	1	0	0	0
444 Power line down	1	0	0	0
500 Service Call, other	42	0	0	0

Total calls by incident type:

	Count	Aid given	Aid received	Exposures
511 Lock-out	12	0	0	0
521 Water evacuation	1	0	0	0
522 Water or steam leak	1	0	0	0
531 Smoke or odor removal	1	0	0	0
550 Public service assistance, other	2	0	0	0
551 Assist police or other governmental agency	10	0	0	0
553 Public service	4	0	0	0
554 Assist invalid	41	0	0	0
555 Defective elevator, no occupants	15	0	0	0
600 Good intent call, other	1	0	0	0
611 Dispatched & canceled en route	3	1	0	0
651 Smoke scare, odor of smoke	10	0	0	0
652 Steam, vapor, fog or dust thought to be smoke	1	0	0	0
700 False alarm or false call, other	1	0	0	0
710 Malicious, mischievous false call, other	2	0	0	0
711 Municipal alarm system, malicious false alarm	1	0	0	0
714 Central station, malicious false alarm	2	0	0	0
730 System malfunction, other	2	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	3	0	0	0
735 Alarm system sounded due to malfunction	10	0	0	0
736 CO detector activation due to malfunction	15	0	0	0
740 Unintentional transmission of alarm, other	2	0	0	0
741 Sprinkler activation, no fire - unintentional	2	0	0	0
743 Smoke detector activation, no fire - unintentional	21	0	0	0
744 Detector activation, no fire - unintentional	1	0	0	0
745 Alarm system activation, no fire - unintentional	18	0	0	0

Fire incidents with dollar loss:

	Dollar loss	Dollar value
2014-0003314-000 5/08/14 Outside equipment fire 626 CHURCH ST, EVANSTON, IL, 60201	2,000	2,000,000
2014-0003433-000 5/12/14 Cooking fire, confined to container 542 SHERIDAN RD, EVANSTON, IL, 60202	75	650,000
2014-0003622-000 5/20/14 Trash or rubbish fire, contained 1939 SHERMAN AVE, EVANSTON, IL, 60201	5	5
2014-0003734-000 5/24/14 Dumpster or other outside trash receptacle fire 2025 WARREN ST, EVANSTON, IL, 60202	2,600	2,600
2014-0003785-000 5/26/14 Fires in structure other than in a building 1813 DODGE AVE, EVANSTON, IL, 60201	2,100	5,100
2014-0003792-000 5/26/14 151side rubbish, trash or waste fire 622 HULL TER, EVANSTON, IL, 60202	2	2
2014-0003842-000 5/28/14 Cooking fire, confined to container 1927 ORRINGTON AVE, EVANSTON, IL, 60201	1,000	10,050,000
2014-0003854-000 5/28/14 Cooking fire, confined to container 2144 FORESTVIEW RD, EVANSTON, IL, 60201	800	800
2014-0003856-000 5/28/14 Building fire 1570 ELMWOOD AVE, EVANSTON, IL, 60201	160,000	1,600,000
2014-0003898-000 5/30/14 151side rubbish, trash or waste fire 820 JUDSON AVE, EVANSTON, IL, 60202	2	2
2014-0003927-000 5/31/14 Cooking fire, confined to container	500	500

Fire incidents with dollar loss:

			Dollar loss	Dollar value
2108 WESLEY AVE, EVANSTON, IL, 60201				
2014-0003944-000	5/31/14	Passenger vehicle fire	5,000	5,000
INTR COLFAX & CRAWFORD AVE				
Totals:		12 incidents	174,084	14,314,009

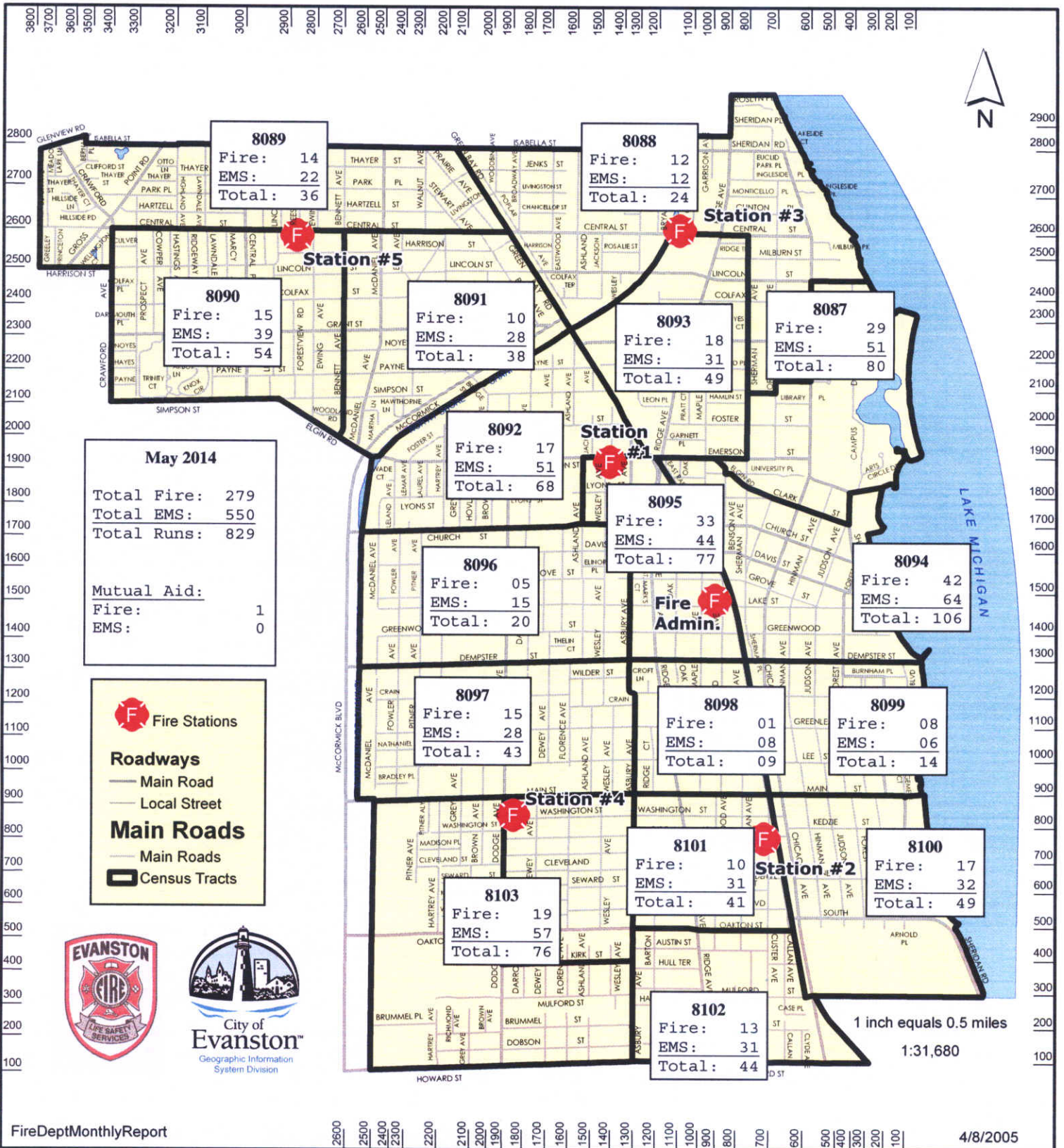
Other incidents with dollar loss:

			Dollar loss	Dollar value
2014-0003858-000	5/28/14	Assist police or other governmental agency	75,000	575,000
1570 ELMWOOD AVE, EVANSTON, IL, 60201				
Totals:		1 incidents	75,000	575,000

Incidents receiving aid:

2014-0003356-000	5/10/14	Motor Vehicle Accident		
INTR EMERSON & RIDGE AVE				
2014-0003357-000	5/10/14	EMS call, excluding vehicle accident with injury		
1555 OAK AVE, EVANSTON, IL, 60201				
2014-0003406-000	5/11/14	EMS call, excluding vehicle accident with injury		
1574 ASHLAND AVE, EVANSTON, IL, 60202				
2014-0003497-000	5/15/14	EMS call, excluding vehicle accident with injury		
1730 HINMAN AVE, EVANSTON, IL, 60201				
2014-0003525-000	5/16/14	EMS call, excluding vehicle accident with injury		
800 HINMAN AVE, EVANSTON, IL, 60202				
2014-0003857-000	5/28/14	EMS call, excluding vehicle accident with injury		
1570 ELMWOOD AVE, EVANSTON, IL, 60201				
2014-0003909-000	5/30/14	EMS call, excluding vehicle accident with injury		
2700 HURD AVE, EVANSTON, IL, 60201				
Total:		7 incidents		

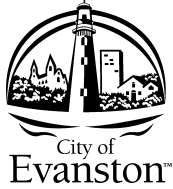
Evanston Fire and Life Safety Services Responses by Census Tract May 2014



FireDeptMonthlyReport

4/8/2005

This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.



Memorandum

To: Wally Bobkiewicz, City Manager

From: Joe McRae, Director, Parks, Recreation and Community Services

Subject: Weekly Summary

Date: June 6, 2014

- Summer camps begin next week.

Lakefront

- The five public swimming beaches are open for the season. Boat and kayak rentals, as well as lessons, also began for the season. The Dempster Street Beach Office is open daily from 10am until 7:30pm through Sept 1. The Clark Street Beach Office hours are 10:30am to 7:15pm through Sept. 1.

Cultural Arts

- Celebrate the end of the school year with the kickoff for the Starlight Concert Series' "School's Out for Summer" event featuring *The Concussions* on Tues., June 10 from 7:30pm to 9pm at James Park.

Fleetwood-Jourdain Center

- Tickets are now on sale for Fleetwood-Jourdain Theatre's 2014 Summer Season, which opens June 14-29 with *Having Our Say: The Delany Sisters' First 100 Years*. The season will feature three main stage productions and two concerts. New this year, tickets can be purchased online. Discounted punch cards are also available for a limited time.

Ecology Center

- The popular "Canoe the Canal" program returns for the season at the Ecology Center with a Father's Day trip on June 15.
- Free Access to Fishing - Youth age 5 and older are invited to fish from 10am to 1pm every Saturday, through September, at Lovelace Park; no license is needed for those under age 16. Children must be accompanied by a parent/guardian.

Special Recreation

- On Saturday, June 6, 9 athletes from the Evanston Special Olympics Team competed in the Special Olympics Area 18 Bowling Tournament in Elk Grove.
- On Sunday, June 7, members from the Evanston Police Department and athletes from the Evanston Special Olympics Team will participate in the Law

Enforcement Torch Run to benefit Special Olympics. The run will start at approximately 10am at the soon-to-be Whole Foods on Green Bay Road then, after traveling through downtown Evanston, will finish at the Evanston Police Station.

Ecology Center

- As part of the celebration of Pollinator Week, a ribbon cutting will be held at the new Pollinator Garden in the Ladd Arboretum on Saturday, June 14 at 7pm. Because it will include a lady bug and butterfly release, it was scheduled to take place in the evening when pests are at moderate levels. There is increasing evidence that many pollinators are in decline. To encourage pollinator diversity and abundance, Evanston Ecology Center staff worked with the Pollinator Partnership through Burt's Bees to build the Pollinator Garden. The garden is located by the raised beds visible from McCormick Blvd., east of the Evanston Ecology Center, 2024 McCormick Blvd. and east of the bird sanctuary. The Ecology Center will serve as the rain site.

Levy Center

- The Levy Senior Center Foundation is hosting a Donor Appreciation Reception on Thursday, June 26 at 5:30pm at the Levy Center. There will be appetizers, wine, dessert, coffee and live music. This is in appreciation of supporting the foundation throughout the year.

Mayor's Summer Youth & Young Adult Programming

- Free summer activities are in full swing for youth, teens and young adults. Ongoing free summer activities include Free Beach Passes, Ice and Roller Skating, Beach Volleyball and Open Basketball.
- Evanston youth age 13-18 who may not otherwise be able to go to the beach may pick up a pass for free beach visits. They are available at the main Evanston Public Library or a Recreation Community Center during office hours: (Robert Crown, Ecology, Chandler-Newberger, Levy or Fleetwood-Jourdain). Proof of Evanston residency is required
- The Summer Food Service Program begins on June 11. This program of the Illinois State Board of Education is managed by Fleetwood-Jourdain Center staff. Free cold lunches will be provided 11am – 1pm to all youth age 1-18 Monday-Friday (except July 4) on a first-come, first-served basis. Lunch sites are Mason Park, James Park, Robert Crown Center, and the parks adjacent to Fleetwood-Jourdain Center.

Farmers' Markets

- The Downtown Evanston Farmers' Market is open every Saturday from 7:30am to 1pm through November 8.
- The Ridgeville Farmers' Market is open on Wednesdays, through October 8. Hours are: 3:30pm to 7pm.
- The West End Ethnic Market opens for the season on Saturday, June 14. It will be held 8:30am to 3pm on Saturdays through Oct. 25.

DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler

WEEK ENDING JUNE 6, 2014

One Week Left to RSVP for the NWMC Annual Banquet

The NWMC Annual Banquet will be held on Wednesday, June 25, at Green Acres Country Club in Northbrook. A reception will begin at 6:00 p.m., with the dinner to follow at 7:00 p.m. The highlight of the evening will be the installation of the NWMC officers for FY2014-2015 and a celebration of *NWMC President and Northbrook Village President Sandy Frum's* term in office. Invitations have been sent to the membership, so please RSVP by Friday, June 13 to Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org. *Staff contacts: Mark Fowler, Marina Durso, Karol Heneghan*

Register Today for the NWMC Golf Outing, Special Member Discount

For the fourth year, we are extending a special "NWMC members only" 20% discount for the NWMC Golf Outing and Dinner scheduled for Thursday, August 21, at the Arboretum Club in Buffalo Grove. The annual outing is the Conference's premier fundraising event, bringing together local officials, legislators and sponsors in a relaxed, fun filled day. In addition, we urge our members to show their competitive spirit by competing for the prized Ahrens Cup which will reside in the winner's community during the following year. Registration forms for the Golf Outing and Dinner have been sent to members and vendors. Please return the registration forms to Marina Durso, mdurso@nwmc-cog.org or by fax, 847-296-9207. We look forward to seeing everyone on August 21! *Staff contacts: Larry Bury, Marina Durso*

Metro Mayors Caucus Sets June 13 Meeting Agenda

The Metropolitan Mayors Caucus (MMC) will hold its next meeting on Friday, June 13, from Noon to 3:30 p.m. at Navy Pier in Chicago. Highlighting the agenda will be discussions on topics including: pension reform; state tax reform; proposed changes in the state's sales tax sourcing rules; safety of the Chicago region's railways; and, a summary of the strategic visioning session recently conducted by the MMC Executive Board. Obviously, these are very significant issues so we strongly encourage attendance by NWMC Mayors and Village Presidents.

The meeting will begin with a light lunch in Room 329, with the business portion of the agenda scheduled to begin at 12:45 p.m. Please RSVP your attendance by Wednesday, June 11 to MMC Executive Director Dave Bennett, 312-201-4505 or dbennett@mayorscaucus.org. *Staff contact: Mark Fowler*

Visit the SPC at the APWA Expo in Schaumburg

On Tuesday, June 10 and Wednesday, June 11, the Suburban Purchasing Cooperative (SPC) will be represented at the American Public Works Association (APWA) Expo at the *Renaissance Schaumburg Convention Center*. Standard Equipment of Chicago, the SPC sewer cleaner and street sweeper vendor, has invited the SPC to join them in their booth. Please stop by to say hello, pick up a booklet and learn more about our programs. *Staff contact: Ellen Dayan*

More Positive Feedback from NWMC Surplus Vehicle & Equipment Auction

We want to share a comment received regarding the May 20 NWMC Surplus Vehicle and Equipment Auction. Palatine Public Works Fleet Services Coordinator Matt Dusckett wrote, "I was physically present during the NWMC auction, and felt Palatine once again received better than expected prices for our five trucks. Palatine has sold vehicles at the live auctions of years past as well as on the internet, and feels that at least for us, Manheim receives better prices than the other methods."

To participate in the next auction or for additional questions, please contact staff or Manheim Field Sales Representative Christine Hegg, 708-382-1766 or chris.hegg@manheim.com. *Staff contact: Ellen Dayan*

SPC Extends Sewer Cleaner Truck Contracts

The Suburban Purchasing Cooperative (SPC) Governing Board has approved contract extensions with Standard Equipment and EJ Equipment for Sewer Truck Cleaners through July 8, 2015. Standard Equipment of Chicago is the primary vendor and EJ Equipment of Manteno is the alternate vendor of these multi-tier contracts with pricing as follows:

Standard Equipment (Primary Vendor)

10-Yard Vactor Catch Basin/Sewer Cleaner with Auxiliary Engine (Contract #128), base price \$271,035

12-Yard Vactor Catch Basin/Sewer Cleaner with Auxiliary Engine (Contract #127), base price \$266,299

EJ Equipment (Alternate Vendor)

10-Yard Vac-Con Catch Basin/Sewer Cleaner with Auxiliary Engine (Contract #128), base price \$287,182

12-Yard Vac-Con Catch Basin/Sewer Cleaner with Auxiliary Engine (Contract #127), base price \$287,336

For questions or additional information, please contact Tom Markel of Standard Equipment, 312-706-9675 or tmarkel@standardequipment.com and Eric Lesage of EJ Equipment, 815-370-3549 or eric@ejequipment.com.
Staff contact: Ellen Dayan

Chrysler Discontinues Dodge Avenger

Chrysler Motors has halted production of the Dodge Avenger and eliminated it from their product line; therefore, please note that SPC Contract #140 with Napleton Fleet Group of Westmont is no longer in effect.
Staff contact: Ellen Dayan

Meetings and Events

NWMC Executive Board will meet on Wednesday, June 11, at 8:30 a.m. at the *NWMC offices* (**please note date change**).