



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, May 23, 2014

STAFF REPORTS BY DEPARTMENT



Weekly Report for May 16, 2014 – May 22, 2014

Administrative Services

Bids Advertised Week of May 19, 2014 - NONE

City Manager's Office

Master Council Meeting Agenda Schedule

Community Development

Zoning Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

May 26, 2014

Memorial Day – Offices Closed

May 27, 2014

Admin/Public Works Committee
Human Relations Commission
Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

May 28, 2014

Site Plan & Appearance Review Committee

www.cityofevanston.org/siteplancommittee

Transportation/Parking Committee

Economic Development Committee

www.cityofevanston.org/economicdev

May 29, 2014

None

May 30, 2014

None



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of May 16, 2014 through May 22, 2014.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2751	2845
SERVICE REQUESTS	562	597
TOTAL CHATS	67	57
TOTAL TEXT	4	1

Top 5 Service Requests

Total

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

- | | |
|---------------------------------------|-----|
| 1. Building Permit Inspection Request | 103 |
| 2. Broken Parking Meter | 51 |
| 3. Trash – Special Pick-up | 36 |
| 4. Rodents – Rats | 14 |
| 5. Dead Animals - Public Property | 14 |

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	75
Administrative Services -Finance	54
Administrative Services -HR	98
Administrative Services - Other	200
Call Transfer	153
City Manager's Office	68
ComDev / Economic Development	20
ComDev/ Bldg Inspections	207
ComDev / Housing Rehab	7
ComDev / Planning/Zoning	19
Directions	16
Evanston Township	17
Fire Life Safety	43
PublicStuff Request	283
Health	65
Information	554
Law	1
Library	2
Mayor's Office	2
Other	244
Other – Social Services	13
Parks – Maintenance	16
Parks – Programs/Picnics/Permits	39
Parks – Other	37
Parks/Recreation	87
Parks – Forestry	20
Parks- Recreation Programs	59
Police	101
Public Works / Fleet	3
Public Works / Street Sanitation	104
Public Works / Engineering	41
Utilities – Power	1
Utilities – Sewer	3
Utilities – Water	99
TOTAL	2751

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
Admin Services	6/2/2014	Exec Session after Rules	B	CC	Lyons/Gustafson	Workers Comp
Admins Services	6/9/2014	GFOA CAFR Award	A	CC	Lyons	
Admins Services	6/9/2014	IPBC Presentation	P	CC	Lyons	
Admins Services	6/9/2014	Discussion of City's Financial Policies	D	CC	Lyons	
Utilities	6/9/2014	Water Meter Purchase	B	APW	Stoneback	
Utilities	6/9/2014	Washington Street Water Main Lining Contract	B	APW	Stoneback	
Public Works	6/9/2014	Elevator Maintenance Renewal fro Municipal Bldgs	B	APW	Robinson	
Public Works	6/9/2014	Soccer Field Grant - OSLAD	B	APW	Robinson	
Public Works	6/9/2014	Vehicle Purchase	B	APW	Robinson	
Admin Services	6/9/2014	Prevailing Wage	R	APW	Lyons	
Admin Services	6/9/2014	Deputy Treasurer	R	APW	Lyons	
Police	6/9/2014	69-O-14: Cell phone fines, seatbelts, etc	O	APW	Eddington	Introduction
Health/CD	6/9/2014	SWC: Lucky Platter	B	PD	Thomas-Smith	
Health/CD	6/9/2014	SWC: Café Mozart	B	PD	Thomas-Smith	
CD	6/9/2014	Amendment to Agreement for Main Street Transit-Oriented Development Study & Plan	B	PD	Muenzer	
CD	6/9/2014	Adoption of Main Street Transit-Oriented Development Study	B	PD	Muenzer	
CD	6/9/2014	910 Hinman parking Variance	O	PD	Muenzer	Introduction
CD	6/9/2014	802 Florence parking Variance	O	PD	Muenzer	Introduction
PRCS	6/9/2014	Piven Lease	B	HS	McRae	
CMO	6/9/2014	Res 12-R-14: Autobarn Sales Tax Sharing	R	EDC	Bobkiewicz	Held at Council Apr 8
CMO	6/9/2014	FEW Spirits	B	EDC	Bobkiewicz	
Law	6/9/2014	Release of Exec Session Minutes	B	CC	Farrar	Exec Session
CMO	6/16/2014	Downtown Evanston	B	CC	Nyden	
Admins Services	6/16/2014	Continuation: CIP	D	CC	Lyons	Third Monday
Mayor	6/23/2014	IRMCO's 100th Anniversary	PR	CC	Francellno	
Public Works	6/23/2014	Engineering Supplemental Support Contract	B	APW	Robinson	
Public Works	6/23/2014	Davis Streetscape Furniture	B	APW	Robinson	
Public Works	6/23/2014	50/50 Sidewalk Contract	B	APW	Robinson	
Public Works	6/23/2014	SNAP Lighting	B	APW	Robinson	
Law	6/23/2014	Release of Exec Session Minutes	R	APW	Farrar	
Utilities	6/23/2014	IEPA Loan Authorization	O	APW	Stoneback	Introduction

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CD	6/23/2014	Amendments to the Inclusionary Housing Ordinance	O	PD	Muenzer	Introduction
PRCS	7/14/2014	National Park/Recreation Month	PR	CC	Mayor	
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	
CMO	7/14/2014	Human Rights (LGBT)	R	HS	Bobkiewicz	Introduction
CD	7/14/2014	Emergency Solutions Grant (ESG) Subrecipients	B	HS	Muenzer	
	7/21/2014	Snow Issues Update				
CD	7/28/2014	Housing Authority of Cook County application for HOME funds	B	PD	Muenzer	
Council & Committee Meetings						
Tues, May 27	6:00 PM	A&PW, P&D, City Council				
Wed, May 28	6:00 PM	Transportation/Parking Committee				
Wed, May 28	7:30 PM	Economic Development Committee				
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		
CD	tba	Urban Farms Spc Use	O	PD		
CD	tba	Neighborhood Gardens Spc Use	O	PD		
Public Works	tba	Ecology Center Greenhouse	B	APW	Robinson	
Law	3/24/2014	Title 9 City Code Amendments	O		Farrar	(Introduced 1.27.14)



Memorandum

To: Honorable Mayor and Members of the City Council
From: Lorrie Pearson, Planning and Zoning Administrator
Subject: Weekly Zoning Report
Date: May 23, 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 16 - May 22, 2014

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	411 Grove Street	Zoning Analysis	Install landing, steps and patio at SFR	05/22/14	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	Int/ext. remodeling at SFR	05/22/14	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
2	2323 Lake Street	Building Permit	Construct 2nd story addition at SFR	05/19/14	compliant
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
4	1026 Davis Street	Building Permit	Demolish existing, construct 2-story building (Type 1 restaurant/retail)	05/14/14	pending staff review
4	1110 Grove Street	Building Permit	Install solar hot water system at SFR	05/22/14	compliant
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	1828 Grey Avenue	Building Permit	Install rear yard patio at SFR	05/22/14	compliant
5	1925 Wesley Avenue	Building Permit	Construct 1-story addition at SFR	05/22/14	compliant
6	2240 Lincolnwood Drive	Building Permit	Construct deck/pergola at SFR	05/22/14	compliant
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	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	2749 Lincolnwood Drive	Building Permit	Install solar hot water system at SFR	05/19/14	compliant
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	2949 Harrison Street	Building Permit	Install solar hot water system at SFR	05/19/14	compliant
7	1207 Leonard Place	Building Permit	Construct 2-story addition at SFR	05/08/14	pending additional info from applicant
7	1210 Chancellor Street	Zoning Analysis	Construct 2-story SFR on vacant lot	05/22/14	pending staff review
7	1715 Chancellor Street	Building Permit	Construct 2-story addition at SFR	05/19/14	compliant
7	2315 Bryant Avenue	Building Permit	Install new rear yard patio at SFR	05/22/14	pending staff review
7	2349 Sheridan Road	Building Permit	Interior remodeling at dormitory (NU-Beta Theta Pi)	05/19/14	compliant
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	2759 Garrison Avenue	Building Permit	Construct 2nd story addition at SFR	05/19/14	compliant
7	2763 Broadway Avenue	Building Permit	Construct 2-story addition at SFR	05/22/14	pending staff review
8	1022 Brummel Street	Building Permit	Construct 2nd floor addition at SFR	05/21/14	compliant
8	1115 Hull Terrace	Building Permit	Construct deck at SFR	05/13/14	pending staff review
8	2289 Howard Street	Building Permit	Replace existing roof-top a/c condensing unit (Wells Fargo)	05/19/14	compliant
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	1601 Seward Street	Building Permit	Construct 2nd story dormer addition at SFR.	05/22/14	pending staff review
9	2110 Warren Street	Building Permit	Replace existing landing/steps at SFR	05/22/14	compliant
9	410 Wesley Avenue	Building Permit	Install brick paver patio at SFR	05/21/14	compliant
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)	4/24/2014	determination after 5/21/14
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	2113 Maple Avenue	Minor Variance	Interior side yard setback to construct 2nd story addition.	5/2/2014	determination after 5/27/14
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	1314 Wilder Street	Minor Variance	Front yard setback to construct second story addition (revisions)	04/03/14	pending revisions
5	1006-1008 Garnett Place	Major Variance	Establish legal dwelling unit in basement (DUs per lot size)	05/07/14	ZBA 06/03/14
5	1712 Chancellor Street	Minor Variance	Building lot coverage & impervious surface to construct 1-story addition	5/2/2014	determination after 5/25/14
5	1910 Wesley Avenue	Major Variance	Impervious surface ratio and front yard setback for 1-car attached garage	03/28/14	ZBA 06/03/14
6	2336 Cowper Street	Minor Variance	Building lot coverage to construct 2-car detached garage	5/13/2014	determination after 06/10/14
6	2551 Marcy Avenue	Minor Variance	Install 6'h wood fence in street side yard.	5/21/2014	pending staff review
6	2639 Lincolnwood Drive	Minor Variance	Impervious surface ratio to install patio/fire pit	5/14/2014	determination after 06/10/14
7	1402 Fowler Avenue	Minor Variance	Install 4'h wood fence in street side yard of corner lot	5/2/2014	determination after 5/25/14
7	2204 Harrison Street	Minor Variance	Building lot coverage/impervious surface ratio for detached garage	5/22/2014	pending staff review
9	1718 Cleveland Street	Minor Variance	Install 5'h wood fence in street side yard.	5/19/2014	pending staff review
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



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING MAY 23, 2014

***On this Memorial Day – We Remember and Express Our Gratitude
To Those Who Gave Their Lives in Service to Our Nation***

Celebrate at 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

NWMC Surplus Vehicle & Equipment Auction a Success!

The May 20 NWMC Surplus Vehicle & Equipment Auction at Manheim Arena was a tremendous success. One hundred and ninety-seven bidders (both in person and online) purchased eighty-eight units, with gross sales totaling \$271,975. Many thanks to Lincolnshire, Northbrook, Palatine, Prospect Heights, Rolling Meadows, Schaumburg, Skokie, Wilmette, Winnetka and non-member Wheaton for participating in the event. We also thank Manheim Arena, and in particular Field Sales Representative Chris Hegg, for their hard work in continuing to grow the event.

The NWMC and Manheim will select the date for the next auction within the next couple of weeks, so don't let the next event catch you on the sidelines. If you have surplus vehicles and equipment to get rid of, you can always sell it online via Manheim's Online Vehicle Exchange (OVE) or Manheim will take it early and hold it for the next live NWMC Auction. For additional information, please contact staff or Manheim Field Sales Representative Christine Hegg, 708-382-1766 or chris.hegg@manheim.com. Staff contact: Ellen Dayan

Transportation Committee Hears Bold Transit and Rail Plans

The NWMC Transportation Committee met on Thursday and received presentations regarding the future of mass transit and high speed rail. Center for Neighborhood Technology Vice President of Policy Jacky Grimshaw discussed the organization's Transit Future campaign. The campaign is aimed at raising bondable capital funding through a menu of increased taxes to finance up to \$20 billion in currently unfunded transit projects. Their initial proposal only covers Cook County, with a long term goal of raising funds and constructing projects region wide. While recognizing the need for better links between population and jobs centers, the Transportation Committee requested more information on projected costs and potential sources of revenue before recommending a position on the campaign. The committee and staff also raised concerns with building new projects given the capital needs of the current system.

Midwest High Speed Rail Association Executive Director Rick Harnish discussed the proposed Crossrail Chicago project, which would provide a high-speed rail link from McCormick Place, through Union Station to O'Hare airport and connect a network of high-speed rail lines. It would also allow for new cross-town commuter trains linking the south suburbs to the northwest suburbs. More information can be found by visiting <http://www.midwesthsr.org/>. The committee directed staff to further analyze the proposal and develop a recommendation for future committee consideration. Staff contacts: Mike Walczak, Chris Staron

Warehouse Direct Hosts Tour for the SPC

On Wednesday, Warehouse Direct Workplace Solutions held an open house and tour of their new *Des Plaines* facility for members of the Suburban Purchasing Cooperative (SPC). Warehouse Direct is the SPC program vendor for both of the Office Supply and Janitorial Supply contracts. Product specialists were on hand to answer questions and review the services Warehouse Direct offers, including office and janitorial supplies, managed print services, coffee & break room supplies, furniture design and promotional products.

Thirty attendees, including individuals from *Carpentersville, Des Plaines, Park Ridge, Winnetka, DuPage County, Lake County, Orland Park, Richton Park, Tinley Park and Woodridge* took the tour and learned how to earn e-commerce rebates and take advantage of bundling office supply orders with janitorial supply orders through Warehouse Direct to save paperwork, time and money. With over 50,000 items in stock in their impressive facility, Warehouse Direct Workplace Solutions boasts a 99% next-day order fulfillment rate with no delivery or handling charges. Please visit <http://www.warehousedirect.com/> for additional information about the product and services provided by Warehouse Direct. Thanks to Warehouse Direct for opening their facility for this special SPC event. For questions or additional information, please contact Warehouse Direct Account Representatives Spencer Touchie at 847-631-7188 or stouchie@warehousedirect.com or Rick Schackle at 847-631-7428 or rickschackle@warehousedirect.com. *Staff contact: Ellen Dayan*

Check Out the SPC Dodge Charger Police Patrol Vehicle Options!

Napleton Fleet Group recently provided the SPC with details of the police equipment factory options available on the 2014 SPC Dodge Charger Police Pursuit Vehicle (Contract #120). To download the brochure, please visit http://nwmc-cog.org/SPC-Documents/SPC_Dodge_2014_Charger_Pursuit_Crown_NA_Options.aspx. The second of three possible contract extensions on this popular program runs through November 15, 2014. For additional information or questions, please contact Bob Barr, 630-455-2911 or rbarr@napletonfleet.com. *Staff contact: Ellen Dayan*

Last Call to Place Orders for 2014 Ford Escape

Just a reminder, the Ford Motor Company factory cut-off date for the Ford Escape (Contract #129) is Friday, May 30. Program vendor Currie Motors has informed the SPC that the May 30 cut-off date is firm for the 2014 Ford Escape S and Ford Escape SE 4x4. For additional information or questions, please contact Tom Sullivan, 815-464-9200 or CurrieFleet@gmail.com. *Staff contact: Ellen Dayan*

Meetings and Events

NWMC Bicycle and Pedestrian Committee will meet on Wednesday, May 28, at 10:30 a.m. at the *NWMC offices*.

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