

Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, July 11, 2014

STAFF REPORTS BY DEPARTMENT



Weekly Report for June 27, 2014 – July 3, 2014

Weekly Report for July 4, 2014 – July 10, 2014

Administrative Services

May 2014 Financial Report
Bids Advertised Week of June 23, 2014

City Clerk's Office

Monthly RETT Report

City Manager's Office

Master Council Meeting Agenda Schedule

Community Development

Weekly Zoning Report

Economic Development

Monthly Economic Development Report

Fire & Life Safety Services

Monthly Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

July 14, 2014

Board of Local Improvements

www.cityofevanston.org/boardofimprovements

Admin/Public Works Committee

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

July 15, 2014

Arts Council

www.cityofevanston.org/artscouncil

Zoning Board of Appeals

www.cityofevanston.org/zoningboard

Preservation Commission

www.cityofevanston.org/preservationcommission

Board of Ethics

www.cityofevanston.org/boardofethics

Housing & Community Development Act Committee - cancelled

July 16, 2014

Site Plan Appearance and Review Committee

www.cityofevanston.org/siteplancommittee

Library Board

www.cityofevanston.org/libraryboard

M/W/EBE Advisory Committee

www.cityofevanston.org/mwebecommittee

Zoning Committee of the Plan Commission - cancelled

Liquor Control Review Board

www.cityofevanston.org/liquorboard

Northwestern University/City Committee

www.cityofevanston.org/universitycitycommittee

July 17, 2014

Park and Recreation Board

www.cityofevanston.org/recreationboard



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of June 27, 2014 through July 3, 2014.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	3275	3085
SERVICE REQUESTS	803	794
TOTAL CHATS	101	100
TOTAL TEXT	6	2

Top 5 Service Requests

Total

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

- | | |
|---------------------------------------|-----|
| 1. Building Permit Inspection Request | 120 |
| 2. Trash – Special Pick up | 92 |
| 3. Broken Parking Meter | 87 |
| 4. Trees- Fallen Tree/Limb | 27 |
| 5. Water Bill – New Account | 24 |

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	319
Administrative Services -Finance	95
Administrative Services -HR	115
Administrative Services - Other	322
Call Transfer	128
City Manager's Office	52
ComDev / Economic Development	19
ComDev/ Bldg Inspections	237
ComDev / Housing Rehab	2
ComDev / Planning/Zoning	21
Directions	35
Evanston Township	37
Fire Life Safety	32
PublicStuff Request	242
Health	71
Information	672
Law	9
Library	1
Mayor's Office	3
Other	153
Other – Social Services	2
Parks – Maintenance	2
Parks – Programs/Picnics/Permits	19
Parks – Other	19
Parks/Recreation	32
Parks – Forestry	31
Parks- Recreation Programs	116
Police	114
Public Works / Fleet	5
Public Works / Street Sanitation	168
Public Works / Engineering	47
Utilities – Power	3
Utilities – Sewer	7
Utilities – Water	145
TOTAL	3275



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of July 4, 2014 through July 10, 2014.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2783	3275
SERVICE REQUESTS	691	803
TOTAL CHATS	75	101
TOTAL TEXT	3	6

Top 5 Service Requests

Total

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

- | | |
|---------------------------------------|----|
| 1. Building Permit Inspection Request | 95 |
| 2. Trash – Special Pick up | 77 |
| 3. Broken Parking Meter | 73 |
| 4. Graffiti | 27 |
| 5. Rodents – Rats | 21 |

Please note that the 4th of July holiday is included in this week's report.

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	260
Administrative Services -Finance	53
Administrative Services -HR	50
Administrative Services - Other	194
Call Transfer	164
City Manager's Office	28
ComDev / Economic Development	18
ComDev/ Bldg Inspections	210
ComDev / Housing Rehab	7
ComDev / Planning/Zoning	14
Directions	51
Evanston Township	18
Fire Life Safety	23
PublicStuff Request	175
Health	84
Information	621
Law	4
Library	3
Mayor's Office	2
Other	142
Other – Social Services	5
Parks – Maintenance	2
Parks – Programs/Picnics/Permits	11
Parks – Other	5
Parks/Recreation	57
Parks – Forestry	20
Parks- Recreation Programs	87
Police	132
Public Works / Fleet	0
Public Works / Street Sanitation	149
Public Works / Engineering	49
Utilities – Power	10
Utilities – Sewer	17
Utilities – Water	118
TOTAL	2783



Memorandum

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

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

Subject: May 2014 Monthly Financial Report

Date: July 11, 2014

Please find attached the unaudited financial statements as of May 31, 2014. A summary by fund for total revenues, expenditures/expenses, fund balances, and cash balances is as follows:

Fund Name	Fund #	YTD	YTD	YTD	5/31/2014	5/31/2014
		5/31/2014	5/31/2014	5/31/2014	Unreserved	Cash
		Revenue	Expenses	Net	Fund Balance	Balance*
General	100	\$ 37,407,246	\$ 33,611,469	\$ 3,795,777	\$ 20,882,214	\$ 8,474,680
General Assistance Fund	175				367,776	367,776
Neighborhood Stabilization	195	1,256,940	430,554	826,386	790,783	668,574
Motor Fuel	200	758,275	347,083	411,192	1,723,760	1,886,157
Emergency 911	205	498,378	440,619	57,759	1,199,005	1,013,193
SSA#4	210	183,388	160,000	23,388	(147,380)	(156,813)
CDBG	215	347,501	472,243	(124,742)	(345,926)	(290,666)
CDBG Loan	220	22,098	20,786	1,312	2,277,358	116,143
Economic Development	225	792,234	554,839	237,395	3,322,102	3,201,063
Neighborhood Improvement	235	-	-	-	149,915	149,915
Home	240	325,893	335,812	(9,919)	3,412,703	254
Affordable Housing	250	97,538	6,204	91,333	2,568,643	829,719
Washington National TIF	300	2,407,234	1,381,458	1,025,777	6,125,454	5,655,817
SSA#5	305	247,928	-	247,928	689,966	661,506
SW II TIF (Howard Hartrey)	310	627,754	61,653	566,102	3,907,516	3,907,516
Southwest TIF	315	261,365	12,292	249,074	582,148	582,148
Debt Service	320	6,716,734	380,458	6,336,277	9,693,059	8,192,370
Howard Ridge TIF	330	272,172	367,020	(94,849)	573,152	282,116
West Evanston TIF	335	42	27,915	(27,873)	515,241	509,767
Dempster-Dodge TIF	340	-	-	-	-	-
Capital Improvement	415	880,777	1,225,537	(344,760)	5,243,844	6,539,567
Special Assessment	420	90,978	70,770	20,208	2,092,301	2,088,627
Parking	505	3,775,954	2,509,425	1,266,529	14,554,350	14,965,162
Water	510-513	6,391,225	5,919,542	471,682	9,115,941	9,060,085
Sewer	515	6,520,147	5,127,215	1,392,932	5,436,735	3,544,720
Solid Waste	520	2,000,887	1,777,478	223,409	(869,742)	(1,481,987)
Fleet	600	1,322,950	1,317,995	4,955	114,398	(492,475)
Equipment Replacement	601	631,214	250,826	380,387	1,926,715	969,369
Insurance	605	7,297,014	7,156,435	140,579	(6,525,332)	890,973
Library	185	2,484,214	2,120,165	396,370	1,220,403	670,532
Library Debt Fund	186	396,370	-	396,370	396,370	396,370
Total**		\$ 83,618,079	\$ 66,085,793	\$ 17,564,607	\$ 90,597,103	\$ 73,202,178

*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 May 31, 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 May 31, 2014, the General Fund is reporting a surplus of \$3,795,777. 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 May 31, 2014, the Special Service Area (SSA) #4 Fund is showing a negative cash balance of \$156,813.

Through May 31, 2014, the Community Development Block Grant (CDBG) Fund is showing a negative fund balance of \$345,926 and a negative cash balance of \$290,666. During the month of June, the City received only \$7,250 from HUD which will have a little impact on the negative cash balance. But, the City has now received the approval from HUD to draw an additional \$315,000.

Through May 31, 2014, the Economic Development Fund is showing a fund balance of \$3,322,102 and a cash balance of \$3,201,063. These balances include approximately \$1 million of revenue associated with the Gigabit Challenge.

Through May 31, 2014, the Solid Waste Fund is showing a negative fund balance of \$869,742 and a negative cash balance of \$1,481,987.

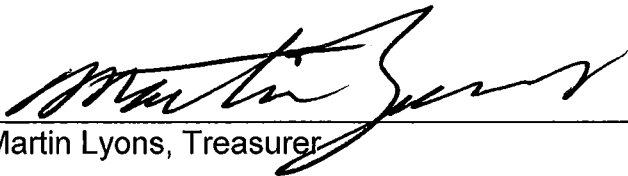
Though operating at a surplus for the year, through May 31, 2014 the Fleet Fund is showing a negative cash balance of \$492,475.

Through May 31, 2014, the Insurance Fund is showing a negative fund balance of \$6,525,332. 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

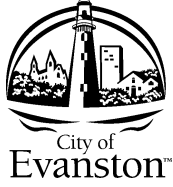
As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Martin Lyons, Treasurer of the City of Evanston, hereby affirm that I have reviewed the May 31, 2014 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Martin Lyons, Treasurer

Report of Budget-to-Actual Revenues and Expenditures
As of May 31, 2014
(Target is 41.66% 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	\$ 6,590,403	53.7%	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		
Sales Tax	15,790,000	5,818,679	36.9%	-	-		-	-		-	-		-	-		
State Income Tax	7,076,170	3,463,327	48.9%	-	-		-	-		-	-		-	-		
Utility Tax	8,220,000	3,878,827	47.2%	-	-		-	-		-	-		-	-		
Real Estate Transfer Tax	2,875,000	901,919	31.4%	-	-		-	-		-	-		-	-		
Liquor Tax	2,375,000	1,127,663	47.5%	-	-		-	-		-	-		-	-		
Other Taxes	5,940,053	2,110,089	35.5%	-	-		-	-		-	-		-	-		
Licenses, Permits, Fees	12,622,280	4,410,805	34.9%	-	-		-	-		-	-		-	-		
Charges for Services	7,936,754	3,603,063	45.4%	6,434,293	2,557,081	39.7%	13,913,400	6,201,048	44.6%	12,922,700	5,367,343	41.5%	3,889,033	1,558,872	40.1%	
Intergovernmental Revenues	721,272	400,936	55.6%	-	-		-	-		-	-		25,000	2,029	8.1%	
Interfund Transfers	7,742,893	3,276,023	42.3%	2,925,296	1,218,873	41.7%	-	-		-	-		1,055,967	439,986	41.7%	
Other Non-Tax Revenue	5,614,490	1,825,513	32.5%	2,034,004	-	0.0%	6,413,816	190,177	3.0%	2,191,000	292,451	13.3%	-	-		
Total Revenues	\$ 89,185,298	\$ 37,407,246	41.9%	\$ 11,393,593	\$ 3,775,954	33.1%	\$ 20,327,216	\$ 6,391,225	31.4%	\$ 15,113,700	\$ 5,659,794	37.4%	\$ 4,970,000	\$ 2,000,887	40.3%	
Expenditures																
Legislative	\$ 677,621	\$ 263,270	38.9%	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		
City Administration	1,941,115	626,834	32.3%	-	-		-	-		-	-		-	-		
Law Department	1,045,232	372,358	35.6%	-	-		-	-		-	-		-	-		
Administrative Services Department	8,826,606	2,716,611	30.8%	-	-		-	-		-	-		-	-		
Community Development	2,652,887	907,908	34.2%	-	-		-	-		-	-		-	-		
Police Department	26,876,444	10,676,556	39.7%	-	-		-	-		-	-		-	-		
Fire & Life Safety Services	14,072,488	5,729,717	40.7%	-	-		-	-		-	-		-	-		
Health Department	3,009,286	992,055	33.0%	-	-		-	-		-	-		-	-		
Public Works - Operating	17,884,613	7,101,845	39.7%	10,714,333	2,509,425	23.4%	-	-		-	-		-	-		
Public Works - Capital Outlay	-	-		5,180,000	-	0.0%	-	-		-	-		-	-		
Parks, Recreation & Comm. Services	10,483,281	3,556,328	33.9%	-	-		-	-		-	-		-	-		
Capital Improvement Transfer	936,500	390,208	41.7%	-	-		-	-		-	-		-	-		
Transfer to Debt Service Fund	609,000	277,779	45.6%	-	-		-	-		-	-		-	-		
Utilities - Operating	-	-		-	-		13,451,635	5,888,411	43.8%	13,006,620	5,019,574	38.6%	-	-		
Utilities - Capital Outlay	-	-		-	-		10,538,100	31,132	0.3%	3,272,500	107,640	3.3%	-	-		
Total Expenditures	\$ 89,015,073	\$ 33,611,469	37.8%	\$ 15,894,333	\$ 2,509,425	15.8%	\$ 23,989,735	\$ 5,919,542	24.7%	\$ 16,279,120	\$ 5,127,215	31.5%	\$ 5,309,082	\$ 1,777,478	33.5%	



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 30, 2014

Date: July 3, 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 30, 2014

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council Date
Bid 14-51 Watercraft Parts and Services	Public Works	Seeking bids for a full service marine vendor to perform maintenance and repairs on City diverse fleet of watercraft and trailer combinations.	\$40,000	Jul 22	Jul 28
Bid 14-42 South Standpipe Repair and Repainting	Utilities	Work on this project includes complete cleaning and repainting of interior & exterior surfaces with containment, repair of concrete and grout, installation of 30 in. diameter shell manhole; brackets, fittings	\$1,250,000	Jul 29	Aug 29

		for a future cathodic protection system; elastomeric check valve at the discharge end of the overflow pipe; ladder safe-climbing devices; four clog-resistant roof vents; flanged and bolted roof manhole; removal of cage from shell ladder; other miscellaneous incidental items.			
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MONTHLY RETT REPORT FOR JUNE 2014						
DATE:	JULY 1, 2014					
TO:	Mayor and Aldermen					
FROM:	Rodney Greene, City Clerk					
SUBJECT:	RETT Report -- JUNE 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	272,295	133	1,150,695
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			\$ 191,783.00			
65 exemptions @ \$100 ea. = \$6,500; CUMULATIVE \$33,300						
There were three (6) \$ million sales in JUNE 2014						
06/04/2014 -- 744 Dobson, \$1,400,000.00 Tax \$7,000.00; Seller: Lambeth Manor, LLC; Buyer: CDS Dobson LLC						
06/06/2014 -- 2837 Park Pl, \$1,050,000.00 Tax \$5,250.00; Seller: Levin; Buyer: Sood						
06/13/2014 -- 650 Michigan Ave, \$1,125,000.00 Tax \$5,625.00; Seller: 21153 W Main St, LLC; Buyer: Koenigsnecht						
06/18/2014 -- 3025 Normandy, \$1,100,000.00 Tax \$5,500.00; Seller: Reinberg; Buyer: Itani						
06/18/2014 -- 709 Foster St, \$1,130,000.00 Tax \$5,650.00; Seller: Leonardi; Buyer: Hoefnagel						
06/25/2014 -- 525 Main St. & 900 Chicago Ave, \$1,650,000.00 Tax \$8,250.00; Seller: Citizen Bank NA; Buyer: US Bank NA						
NSP2 sales = \$302,001; CUMULATIVE \$782,001						
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
Mayor	7/21/2014	St. Francis Hospital 40 Yr EMS	PR	CC	Francellno/Klaiber	Third Monday
PRCS	7/21/2014	Special Olympics Gold Medal Winner	PR	CC	Francellno/McRae	
PRCS	7/21/2014	Parker English Illinois Athlete of the Year	PR	CC	Francellno/McRae	
Utilities	7/21/2014	Water Sales Update	P	CC	Stoneback	
CMO	7/21/2014	Downtown Evanston Update	P	CC	Lyons/Robinson/Nyden	
Public Works	7/21/2014	CIP Facilities	P	CC	Robinson	
PRCS	7/21/2014	Youth/Young Adult Program Update	P	CC	McRae	
Public Works	7/21/2014	Bike Plan Update/Final Report	P	CC	Robinson	
Public Works	7/21/2014	Snow Survey Report	P	CC	Robinson	
Public Works	7/28/2014	Davis Streetscape Furniture	B	APW	Robinson	
Public Works	7/28/2014	Final Vehicle Purchase	B	APW	Robinson	
Public Works	7/28/2014	Cooperative Pavement Markings	B	APW	Robinson	
Public Works	7/28/2014	Bike Plan Change Order	B	APW	Robinson	
Utilities	7/28/2014	Chlorine Feed Construction	B	APW	Stoneback	
Admin Services	7/28/2014	Accela Renewal	B	APW	Lyons	
Admin Services	7/28/2014	Parking Meters Change Order	B	APW	Lyons	
Admin Services	7/28/2014	Dunbar Armored Car RFP	B	APW	Lyons	
Admin Services	7/28/2014	Deputy Treasurer	R	APW	Lyons	
Admin Services	7/28/2014	Bond Issuance 2014C	O	APW	Lyons	Action
Law	7/28/2014	Taxicabs	D	APW	Farrar	
CD	7/28/2014	Special use and a parking variance for 1413-1415 Howard Street	O	PD	Muenzer	Possible Intro and Action
CD	7/28/2014	Ordinance Text Amendment: Notice Requirements	O	PD	Muenzer	Introduction
CD	7/28/2014	Ordinance: Regulations for Neighborhood Gardens, Urban Farms & Rooftop Urban Farms	O	PD	Muenzer	Introduction
CD	7/28/2014	Ordinance: Ryan Field Scoreboards	O	PD	Muenzer	Intro & Action
CD	7/28/2014	Amendments to the Inclusionary Housing Ordinance	O	PD	Muenzer	Introduction
CD	7/28/2014	Ord 32-O-14: 835 Chicago Ave	O	CC	Muenzer	Action?: Introduced 3.24.14
CMO	7/28/2014	Res 12-R-14: Autobarn Sales Tax Sharing	R	EDC	Bobkiewicz	Held at Council Apr 8
Admin Services	7/28/2014	Exec Session	B	CC	Lyons	Workers Comp
	7/29/2014	Special CC meeting: Visioning				Tuesday, 6:30 pm

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
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 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
Fire/Public Works	8/11/2014	Fire Ladder Truck Purchase	B	APW	Klaiber/Robinson	
Utilities	8/11/2014	Lge Diameter Sewer Rehab - Cleveland St	B	APW	Stoneback	
Utilities	8/11/2014	South Standpipe Painting	B	APW	Stoneback	
Admin Services	8/11/2014	Police and Firefighter pension actuary	B	APW	Lyons	
Public Works	8/11/2014	Chicago/Sheridan Road Final Design Approval	B	APW	Robinson	
Public Works	8/11/2014	Uniform Purchase Contract	B	APW	Robinson	
Public Works	8/11/2014	Solid Waste Discussion	D	APW	Robinson	
CD	8/11/2014	Sports Dome Planned Development (2454 Oakton)	O	PD	Muenzer	Introduction
CD	8/11/2014	Ordinance Variances: 910 Hinman	O	PD	Muenzer	Introduction & Action
PRCS	8/11/2014	Cradle to Career	R	HS	McRae	
CMO/Library	8/11/2014	COE/Library MOU	B	HS	Bobkiewicz/ Danczak Lyons	
	8/12/2014	Special CC meeting: Ex Session				6:00 pm, Personnel
Mayor	9/8/2014	Keys to City	P	CC	Francellno	
Public Works	9/8/2014	SNAP Lighting	B	APW	Robinson	
CD	9/8/2014	Housing Authority of Cook County application for HOME funds	B	PD	Muenzer	
CMO/Utilities	9/22/2014	GLSLCI Sustainable Municipal Water Initiative.	B	APW	Bobkiewicz/ Stoneback	
Public Works	9/22/2014	Salt Contracts	B	APW	Robinson	
Public Works	9/22/2014	Park Evaluation Contract Award	B	APW	Robinson	
CD	9/22/2014	Ordinance Text Amendment: B-Districts/Office & Financial Institutions	O	PD	Muenzer	Introduction
Council & Committee Meetings						
Mon, July 14	6:00 PM	A&PW, P&D, City Council meetings				
Tues, July 15	7:30 PM	Housing & Community Dev Act Committee				
Wed, July 16	6:30 PM	M/W/EBE Advisory Committee				
Wed, July 16	7:00 PM	Northwestern University –City Committee				
Mon, July 21	7:00 PM	City Council				
Wed, July 23	6:00 PM	Transportation/Parking Committee				
Thurs, July 24 7/11/2014 1:35 PM	5:30 PM	Emergency Telephone System Board				

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
Fri, July 25	7:00 AM	Housing & Homelessness Commission				
Mon, July 28	6:00 PM	A&PW, P&D, City Council meetings				
Dept	Date	Item	Action	Committee	Staff	
CMO	TBA	Pivot Point	R	EDC	Bobkiewicz	
Public Works	TBA	BAS Contract - 8 City buildings	B	APW	Robinson	
CMO	TBA	D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv	TBA	Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv	TBA	Amendment to PEHP Resolution	R	APW	Lyons	
Law	TBA	Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	
PRCS	TBA	Animal Shelter Contract	B	HS		
CD	TBA	Rental Licensing	O	PD		
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: Lorrie Pearson, Planning and Zoning Administrator
Subject: Weekly Zoning Report
Date: July 11, 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, July 4 - July 10, 2014

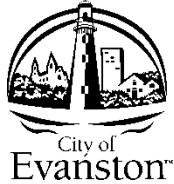
Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
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	1610 Ashland Avenue	Zoning Analysis	Install rear yard patio at SFR.	07/10/14	compliant
3	1034 Chicago Avenue	Building Permit	Interior and exterior remodeling at Autobarn	07/02/14	SPAARC 7/16/14
3	1200 Judson Avenue	Zoning Analysis	Construct 1-story addition at SFR	07/02/14	pending staff review
3	510 Kedzie Street	Zoning Analysis	Consolidate 2 lots into 1, demo existing building, estab. 12 parking sp.	06/28/14	pending staff review
3	549 Michigan Avenue	Building Permit	Construct 1-story addition/front porch addition at SFR	07/10/14	non-compliant
3	747 Forest Avenue	Zoning Analysis	Install rear yard patio at SFR.	07/10/14	compliant
5	1023 Simpson Street	Building Permit	Construct 3-unit 2-story residential building	06/02/14	pending add'l info from app.
6	2223 Payne Street	Building Permit	Construct rear yard deck at SFR.	07/08/14	compliant
6	2425 Noyes Street	Building Permit	Construct 2nd story addition (revisions)	07/07/14	compliant
6	2440 Bennett Avenue	Building Permit	Construct covered porch at SFR (revisions)	07/09/14	compliant
6	2716 Bennett Avenue	Building Permit	Construct 1-story addition at SFR.	07/08/14	compliant
6	2951 Grant Street	Building Permit	Install rear yard patio at SFR.	07/10/14	compliant
7	1501 Central Street	Building Permit	Install 3 antennae (NU Ryan Field)	07/10/14	compliant
7	1700 Central Street	Building Permit	Interior remodeling at Type 1 Restaurant (revisions)	07/07/14	compliant
7	2746 Broadway Avenue	Building Permit	Construct addition at SFR.	07/10/14	compliant
8	128-130 Chicago Avenue	Building Permit	Interior/exterior remodeling for change of use (retail service use: U-Haul)	06/26/14	pending SPAARC
8	1728 Oakton Street	Building Permit	Rebuild front landing/steps at SFR.	07/09/14	compliant
9	1502 South Blvd.	Building Permit	Construct dormer, deck at SFR (revisions)	07/08/14	compliant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	1737 Sherman Avenue	Special Use	Type 2 Restaurant - Blaze Pizza	06/25/14	ZBA 08/05/14 & SPAARC 07/16/14
1	2330 Orrington Avenue	Major Variance	Street side yard setback for a patio at SFR	06/18/14	ZBA 07/15/14
2	1825 Greenwood Street/ 1409 Dodge Avenue	Map Amendment	Rezone from I2 to R4 to convert to 3 dwelling units	03/12/14	P&D 07/14/14
2	1825 Greenwood Street/ 1409 Dodge Avenue	Major Variance	2 principal structures, front/street side yard/side yard/rear setbacks, parking	05/30/14	P&D 07/14/14
2	2008 Dempster Street	Special Use	Commercial Indoor Recreation - Goldfish Swim School	07/01/14	ZBA 08/05/14 & SPAARC 07/16/14
3	1114 Lake Shore Blvd.	Minor Variance	Install 3'h wrought iron fence in front yard	06/19/14	determination after 07/23/14
3	114 Kedzie Street	Minor Variance	Distance between structures for detached garage	05/23/14	pending Preservation
3	221-223 Kedzie Street	Major Variance	0' interior side yard setbacks to rebuild a shared garage on two properties	07/03/14	ZBA 08/05/14 & SPAARC 07/23/14
3	835 Chicago Avenue	Planned Development	9 story mixed use retail, office and residential tower	12/30/13	P&D 07/28/14
3	910 Hinman Avenue	Major Variance	Building lot coverage, impervious, side & rear setbacks for carports, parking	06/19/14	ZBA 07/15/14 & P&D 08/11/14
4	1026 Davis Street	Major Variance	Rear yard setback and zero on-site parking spaces for 2-story building	06/02/14	P&D 07/14/14
6	2013 Bennett Avenue	Minor Variance	Install rear yard patio	07/10/11	pending staff review
6	2115 Payne Street	Minor Variance	Construct front yard portico	07/07/14	pending staff review
6	2231 Ewing Avenue	Minor Variance	Install rear yard parking pad	07/07/14	pending staff review
6	2639 Lincolnwood Drive	Minor Variance	Impervious surface ratio to install patio/fire pit	05/14/14	pending revisions
6	3253 Central Street	Minor Variance	Building lot coverage, impervious surface to construct garage at SFR	06/12/14	determination after 07/03/14
6	3501 Hillside Road	Minor Variance	Install 6'h wood fence in front yard at SFR	06/12/14	determination after 07/03/14
7	1501 Central Street	Special Use	Reface 2 scoreboards; one new ribbon scoreboard at Ryan Field/NU	06/18/14	ZBA 07/15/14 & P&D 07/28/14
7	1817 Lincoln Street	Minor Variance	Install 8'h rear yard fence (residential district).	06/18/14	determination after 7/9/14
7	2204 Harrison Street	Minor Variance	Building lot coverage/impervious surface ratio for detached garage	05/22/14	determination after 6/25/14
7	2218 Grant Street	Minor Variance	Building lot coverage/impervious surface to construct 2-car det. garage	06/19/14	determination after 7/19/14
7	2245 Wesley Avenue	Minor Variance	Install a/c condensing unit in side yard	06/26/14	determination after 7/19/14
7	2705-67 Ashland Avenue	Minor Variance	Install Install 8'h fence (NU Baseball field)	07/07/14	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	determination after 7/9/14
8	1328 Dobson Street	Minor Variance	Building lot cov./imp. surface ratio to construct 2-car det. garage	06/18/14	determination after 7/12/14
8	1413-1415 Howard Street	Special Use & Major Variance	Ground-floor residential and parking variance for interior remodeling	06/09/14	ZBA 07/15/14 & P&D 07/28/14
8	1909-1911 Howard Street	Special Use	Child Daycare facility	06/23/14	pending text amendment
8	2454 Oakton Street	Planned Development	Construct commercial indoor recreation sports dome	06/12/14	PC 07/23/14

9	1035 Cleveland Street	Minor Variance	Impervious surface to construct rear yard deck at SFR	06/26/14	determination after 7/19/14
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Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Nyden, Economic Development Division Manager

Subject: Monthly Economic Development Report for June 2014

Date: June 26, 2014

Discussion

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

June 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>TBD at 7pm at the Police Outpost at 633 Howard Street.</p>
<p>Evanston West Village Business Assoc. (EWWBA)</p>	<p>The next Association meeting will be held in July.</p>
<p>WestEnd Business Association</p>	<p>The last association meeting was held on April 29, 2014. The next meeting will be July 29, 2014.</p>
<p>Central Evanston Business Association (CEBA)</p>	<p>Businesses in area bound by McCormick to Green Bay/Simpson to Church have formed a business association. Next meeting scheduled July 16th at 9AM.</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 July 15, 2014.</p>

On-Going Activities

<p>Health and Wellness Initiative</p>	<p>The next meeting of the Health & Wellness working group will be 3rd quarter 2014.</p>
<p>New Business Openings, Expansion, and/or Relocations – May/June 2014</p>	<p>Marie’s Flowers Co.(1808 Dempster Street); North Shore Kitchen & Baths (900 Chicago Avenue); El Pueblito Mexican Grill (1805 Howard Street); Boltwood Restaurant (804 Davis Street); Perennials (1808 Central Street) 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); Smylie Brothers Brewery (1615 Oak)</p>

Marketing	<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>
Technology/ Entrepreneurship /Innovation Events	<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. . 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>
Small Business Assistance	<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. Final draft to Economic Development Committee planned September 2014.</p>
Façade Improvement Program	<p>Staff continues to meet and work with other businesses interested in the program. Several grants have been approved and inquiries have been received which staff expects to have applications for over the next 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 July Economic Development Committee meeting. See above.</p>
Vacancy Rates	<p>Vacancy rates as of 1st Quarter 2014 are:</p> <p>8.7% for office 9.7% for industrial 10.5% for retail/ restaurant spaces</p>
Great Merchant Grant Program	<p>Revisions to the program were approved at the June 23, 2014 City Council meeting along with four Business District requests. An additional five requests will be reviewed at the July 9, 2014 Economic Development Committee meeting.</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	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 close to finalizing 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. Interior and exterior work has begun and Food Establishment License is in review. 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	Opened June 23 rd .
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. Leases have been signed for a restaurant use for the space at the corner of Central Street and Eastwood Avenue as well as a real estate office. 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 square feet) and Green Bay Road (Approx. 40,000 square feet).	90,000	100,000+	Whole Foods announced that it would be purchasing the Green Bay 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; 5/28/2014 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. EDC Recommended approval of Tax Sharing Agreement at 5/28/2014 meeting.	4Q2014
<i>Career Institute (990 Grove St.)</i>	<i>Closed – No City Assistance is Necessary</i>	<i>EDC: 11/22/2013</i>	<i>\$25,000</i>	<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>	<i>NA</i>
1801 Dempster Facade	Active – City Council Approved	EDC 10/23/2013 CC: 11/25/2013	\$15,185	Renovate 10/23 façade	Property owner is pausing work to secure additional funding	3Q2014
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	Curt's Café continues training program.	3Q2014

				who are placed in jobs.		
<i>NextChapter Entrepreneurship Program (1703 Orrington Ave.)</i>	<i>Closed – Project Complete and Funding Provided</i>	<i>EDC: 9/25/2013 CC: 10/14/2013</i>	<i>\$9,900</i>	<i>Support creation of Entrepreneurship education program at the EPL.</i>	<i>NextChapter is open and offering classes.</i>	<i>1Q2014</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. Quarterly report to be submitted with EDC packet for July 9th</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>
<i>Homestead Meats</i>	<i>Closed – Project Complete</i>	<i>EDC: 5/28/2014 CC:6/9/2014</i>	<i>\$935</i>	<i>Façade Improvement</i>	<i>Funding awarded and project completed. Shop is now open.</i>	<i>2Q2014</i>

EVANSTON FIRE & LIFE-SAFETY SERVICES



MONTHLY REPORT JUNE 2014

General information:

Total number of calls	Fire - 311	EMS - 516	Exposures - 0	Unknown - 0	All - 827
Average calls per day	Fire - 10.36	EMS - 17.20	All - 27.56		
Total number of arson calls	0				
Estimated dollar loss	Fire - 100,271	Other - 78,000	All - 178,271	Arson - 0	
Estimated value	Fire - 12,837,260	Other - 2,800,000	All - 15,637,260	Arson - 0	
Percentage saved	Fire - 99.21%	Other - 97.21%	All - 98.85%	Arson - .00%	
Total injuries	Fire service - 0	Civilian fire - 0	EMS - 0	Arson - 0	
Total fatalities	Fire service - 0	Civilian fire - 0	Arson - 0		
Total apparatus responses	Emergency - 1,541	Non-emergency - 223	All - 1,764		
Average responses per day	Emergency - 51.36	Non-emergency - 7.43	All - 58.80		
Average apparatus per call	Fire - 2.33	EMS - 2.01	All - 2.13		
Average turnout time	Emergency - 0:00:42	Non-emergency - 0:01:10	All - 0:00:47		
Average response time	Emergency - 0:02:58	Non-emergency - 0:04:49	All - 0:03:19		
Average contain time	Emergency - 0:00:00	Non-emergency - 0:00:00	All - 0:00:00		
Average total time	Emergency - 0:36:45	Non-emergency - 0:29:44	All - 0:35:26		
Total man hours	Fire - 503	EMS - 1,083	All - 1,586		
Average personnel per call	Fire - 6.33	EMS - 5.05	All - 5.53		
Total aid given calls	7				
Total aid received calls	3				

Total calls by incident group:

	Count	Average response time	Aid given	Exposures
100-173 Fire	9	0:03:17	1	0
300-381 Rescue and emergency medical service incidents	516	0:02:54	1	0
400-482 Hazardous conditions (no fire)	16	0:03:26	0	0
500-571 Service call	137	0:04:39	2	0
600-672 Good intent call	20	0:03:03	3	0
700-751 and 7009 False alarm and false call	127	0:03:30	0	0
800-815 Severe weather and natural disaster	2	0:01:21	0	0

Total calls by incident type:

	Count	Aid given	Aid received	Exposures
111 Building fire	3	1	0	0
113 Cooking fire, confined to container	1	0	0	0
118 Trash or rubbish fire, contained	2	0	0	0
151 Inside rubbish, trash or waste fire	2	0	0	0
154 Dumpster or other outside trash receptacle fire	1	0	0	0
321 EMS call, excluding vehicle accident with injury	486	1	3	0
322 Motor Vehicle Accident	19	0	0	0
323 Motor vehicle/pedestrian accident (MV Ped)	1	0	0	0
331 Lock-in (if lock out, use 511)	1	0	0	0
353 Removal of victim(s) from stalled elevator	8	0	0	0
361 Swimming/recreational water areas rescue	1	0	0	0
412 Gas leak (natural gas or LPG)	3	0	0	0
424 Carbon monoxide incident	1	0	0	0
440 Electrical wiring/equipment problem, other	1	0	0	0
441 Heat from short circuit (wiring), defective/worn	3	0	0	0
442 Overheated motor	1	0	0	0
443 Breakdown of light ballast	1	0	0	0
444 Power line down	3	0	0	0
445 Arcing, shorted electrical equipment	2	0	0	0
460 Accident, potential accident, other	1	0	0	0
500 Service Call, other	55	0	0	0
510 Person in distress, other	2	0	0	0

Total calls by incident type:		Count	Aid given	Aid received	Exposures
511	Lock-out	8	0	0	0
520	Water problem, other	1	0	0	0
521	Water evacuation	1	0	0	0
522	Water or steam leak	1	0	0	0
531	Smoke or odor removal	3	0	0	0
551	Assist police or other governmental agency	9	1	0	0
553	Public service	12	0	0	0
554	Assist invalid	33	0	0	0
555	Defective elevator, no occupants	11	0	0	0
571	Cover assignment, standby, moveup	1	1	0	0
600	Good intent call, other	6	0	0	0
611	Dispatched & canceled en route	7	3	0	0
650	Steam, other gas mistaken for smoke, other	1	0	0	0
651	Smoke scare, odor of smoke	6	0	0	0
700	False alarm or false call, other	1	0	0	0
711	Municipal alarm system, malicious false alarm	1	0	0	0
714	Central station, malicious false alarm	2	0	0	0
715	Local alarm system, malicious false alarm	1	0	0	0
721	Bomb scare - no bomb	1	0	0	0
730	System malfunction, other	6	0	0	0
733	Smoke detector activation due to malfunction	14	0	0	0
734	Heat detector activation due to malfunction	3	0	0	0
735	Alarm system sounded due to malfunction	22	0	0	0
736	CO detector activation due to malfunction	17	0	0	0
740	Unintentional transmission of alarm, other	5	0	0	0
743	Smoke detector activation, no fire - unintentional	15	0	0	0
744	Detector activation, no fire - unintentional	2	0	0	0
745	Alarm system activation, no fire - unintentional	36	0	0	0
746	Carbon monoxide detector activation, no CO	1	0	0	0
814	Lightning strike (no fire)	1	0	0	0
815	Severe weather or natural disaster standby	1	0	0	0

Fire incidents with dollar loss:				Dollar loss	Dollar value
2014-0003976-000	6/01/14	Trash or rubbish fire, contained		11	12,000,000
1630 CHICAGO AVE, EVANSTON, IL, 60201					
2014-0003978-000	6/01/14	151side rubbish, trash or waste fire		50	50
815 EMERSON ST, EVANSTON, IL, 60201					
2014-0004173-000	6/08/14	151side rubbish, trash or waste fire		210	210
1021 SHERMAN AVE, EVANSTON, IL, 60202					
2014-0004174-000	6/08/14	Cooking fire, confined to container		12,000	102,000
1915 MAPLE AVE, EVANSTON, IL, 60201					
2014-0004431-000	6/18/14	Building fire		80,000	230,000
1919 OAKTON ST, EVANSTON, IL, 60202					
2014-0004728-000	6/28/14	Building fire		8,000	505,000
2104 CENTRAL ST, EVANSTON, IL, 60201					
Totals:			6 incidents	100,271	12,837,260

Other incidents with dollar loss:				Dollar loss	Dollar value
2014-0004438-000	6/18/14	Lightning strike (no fire)		75,000	2,500,000
621 SHERIDAN RD, EVANSTON, IL, 60202					
2014-0004742-000	6/29/14	Arcing, shorted electrical equipment		3,000	300,000

Other incidents with dollar loss:

1537 FOWLER AVE, EVANSTON, IL, 60201

Totals: 2 incidents

Dollar loss Dollar value

78,000 2,800,000

Incidents receiving aid:

2014-0004559-000 6/22/14 EMS call, excluding vehicle accident with injury
703 BRUMMEL ST, EVANSTON, IL, 60202

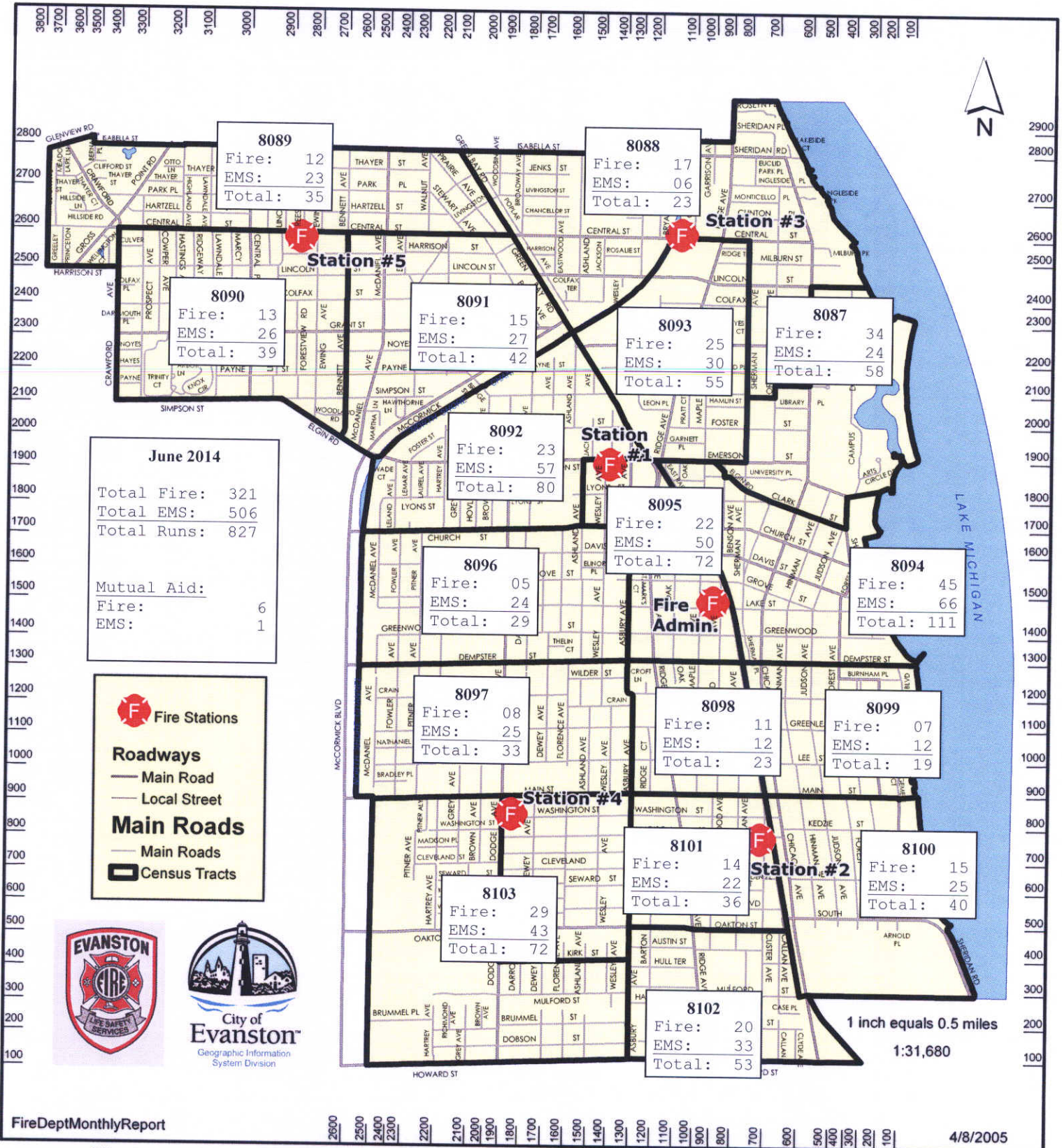
2014-0004633-000 6/25/14 EMS call, excluding vehicle accident with injury
1560 SHERMAN AVE, EVANSTON, IL, 60201

2014-0004654-000 6/26/14 EMS call, excluding vehicle accident with injury
2020 RIDGE AVE, EVANSTON, IL, 60201

Total: 3 incidents

Evanston Fire and Life Safety Services Responses by Census Tract

June 2014



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



Memorandum

To: Honorable Mayor and Members of the City Council
From: Theresa Whittington, Liquor Licensing Manager
Subject: Weekly Liquor License Application Report
Date: July 11, 2014

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	Mumbai Grill	1728 Sherman Ave	D	Restaurant: Alcoholic Liquor	Mon-Sun: 11:30 am - 10:30 pm	6/2/14	Liquor Board 7/16/14
1	D&D Dogs	825 Noyes Street	D	Restaurant: Alcoholic Liquor	Mon – Sun: 10 am – 5 pm	6/18/14	Liquor Board 7/16/14
7	The Wood Shed	1700 Central Street	D	Restaurant: Alcoholic Liquor	Mon – Sun: 11am – 2am	6/19/14	Liquor Board 7/16/14

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



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING JULY 11, 2014

Register Today for the NWMC Golf Outing – Spots are Filling Up Quickly!

The NWMC Golf Outing and Dinner will be held on Thursday, August 21, at the Arboretum Club in *Buffalo Grove*. The outing will begin with lunch at 11:00 a.m. followed by a 12:30 p.m. shotgun start. Please note that spots are filling up quickly, so NWMC members are strongly encouraged to register today. 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.

As a reminder, we are again extending a special 20% NWMC member discount for the outing and dinner. Registration forms have been sent to members and vendors; therefore, please return the 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*

NWMC Fall Surplus Vehicle & Equipment Auction Set for October 14

Mark your calendars and get ready for the NWMC Fall Surplus Vehicle and Equipment Auction, scheduled for Tuesday, October 14, 2:00 p.m. at Manheim Arena in Bolingbrook. Now is the time to prepare vehicles and sales ordinances to transform your discards into cash before winter sets in and turns valuable assets into lot rot. For more information, please contact staff or Manheim Field Sales Representative Christine Hegg, 708-382-1766 or chris.hegg@manheim.com. *Staff contact: Ellen Dayan*

Wilmette to Host Municipal Design Mobile Workshop

On Thursday, August 21, the *Village of Wilmette*, in conjunction with DePaul University's Chaddick Institute for Metropolitan Development, is hosting a Municipal Design Review Network Summer Mobile Workshop. This free event will feature a walking tour to "the historically significant Wilmette Theater, the beautifully rehabbed Depot Nuevo, and a number of other stops that showcase the master planning efforts, emerging nightlife scene, and historic spots around the downtown area."

Participants will meet at the *Wilmette Village Hall*, 1200 Wilmette Avenue, at 9:00 a.m., with the walking tour and optional lunch to follow at noon. Please RSVP to mdrn@depaul.edu or call 312-362-5731 for additional information. *Staff contact: Mark Fowler*

Wanna Plan a Party?

The Metropolitan Mayors Caucus is seeking mayors or other municipal officials to serve on its new Gala Committee, which will work to improve the Caucus' premier fundraising event. To serve on the committee or for additional information, please contact MMC Executive Director Dave Bennett, 312-201-4505 or dbennett@mayorscaucus.org. *Staff contact: Mark Fowler*

Meetings and Events

NWMC Bicycle & Pedestrian Committee will meet on Tuesday, July 15 at 10:30 a.m. at the NWMC offices.

NWMC Annual Golf Outing and Dinner will be held on Thursday, August 21 at the Arboretum Club in *Buffalo Grove*. Registration begins at 10:30 a.m., with a shotgun start at 12:30 p.m. and dinner at 6:00 p.m.