

Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, July 31, 2015

STAFF REPORTS BY DEPARTMENT



Weekly Report for July 24, 2015 – July 30, 2015

Administrative Services

Weekly Bids Advertised during the Week of July 27, 2015

City Manager's Office

Master Council Meeting Agenda Schedule

Community Development

Zoning Report

Inspection Report

Economic Development

Monthly Report for July 2015

2015 Second Quarter Report

Health Department

Food Establishment Application Weekly Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

August 3, 2015

Rules Committee - canceled

Human Services Committee - canceled

August 4, 2015

Zoning Board of Appeals - canceled

August 5, 2015

Design and Project Review Committee

www.cityofevanston.org/dapr

Library Board - canceled

August 6, 2015

No scheduled meetings

August 7, 2015

No scheduled meetings



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of July 24, 2015 through July 30, 2015.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2765	2766
SERVICE REQUESTS	855	778
TOTAL CHATS	60	53
TOTAL TEXT	16	14

Top 5 Service Requests

Total

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

- | | |
|---------------------------------------|-----|
| 1. Building Permit Inspection Request | 105 |
| 2. Trash – Special Pick-up | 92 |
| 3. Tree Evaluation | 53 |
| 4. Rodents – Rats | 46 |
| 5. Trash Cart – Compost Bin | 32 |

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	273
Administrative Services -Finance	33
Administrative Services -HR	32
Administrative Services - Other	54
City Manager's Office	54
ComDev / Economic Development	15
ComDev/ Bldg Inspections	290
ComDev / Housing Rehab	0
ComDev / Planning/Zoning	33
General Assistance	9
Fire Life Safety	29
PublicStuff Request	309
Health	170
Information	406
Law	9
Library	6
Mayor's Office	5
Other/311	177
Other – Social Services	7
Parks – Maintenance	2
Parks – Programs/Picnics/Permits	27
Parks – Other	21
Parks/Recreation	62
Parks – Forestry	53
Parks- Recreation Programs	86
Police	176
Public Works / Fleet	3
Public Works / Street Sanitation	240
Public Works / Engineering	65
Tax Assessment Office	3
Utilities – Power	5
Utilities – Sewer	10
Utilities – Water	101
TOTAL	2765



Memorandum

To: Wally Bobkiewicz, City Manager

From: Erika Storlie, Deputy City Manager/ Acting Director of Administrative Services
 Ashley King, Assistant Director of Administrative Services
 Tammi Turner, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of July 27, 2015

Date: July 31, 2015

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

Bids/RFPs/RFQs advertised during the Week of July 27, 2015

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council Date
Bid 15-56 2015 CDBG Alley Paving	Public Works	Work on this project includes: all materials, labor, equipment and services for paving of an alley north of Greenwood and east of Maple Avenue, along with all incidental work in the City of Evanston.	\$200,000	Aug 25	Sep 15

Evanston City Council Agenda Schedule - 2015						
(PLEASE NOTE: Dates for agenda items are tentative and subject to change.)						
2015 Meeting Dates: Jan 12, Jan 20 (Tues), Jan 26, Feb 9, Feb 16 , Feb 23, Mar 9, Mar 16, Mar 23, Apr 13, Apr 20, Apr 27						
May 11, May 18 , May 26 (Tues), June 8, June 15, June 22, July 13, July 20, July 27, Aug 17, Sept 15 (Tues), Sept 21, Sept 28						
Oct 12, Oct 19, Oct 26, Nov 9, Nov 16, Nov 23, Dec 14, (Jan 11, 2016)						
B=Business of the City by Motion R=Resolution O=Ordinance						
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Public Works	8/17/2015	Fountain Square Update	SPB	CC	Robinson	
Admin Services	8/17/2015	(1) FY2014 Audit CAFR; (2) OPEB Report	SPB	CC	Lyons	
Admin Services	8/17/2015	FY2016 Budget Calendar; FY2015 Mid-Year Financial Report	SPB	CC	Storlie	
Public Works/Utilities	8/17/2015	FY2015 CIP Update (including Emerson/Ridge/Green Bay Viaduct)	SPB	CC	Lyons	
Public Works	8/17/2015	ERG Viaduct Facing & Street Lighting	B	APW	Robinson	
Police/Admin Services	8/17/2015	Sungard	B	APW	Eddington/Storlie	
Admin Services	8/17/2015	Budget Amendment (911 budget)	R	APW	Storlie	
Admin Services	8/17/2015	Sherman Plaza Maintenance Agreement	B	APW	Lyons	
Admin Services	8/17/2015	Towing Contract Extension	B	APW	Lyons	
Admin Services	8/17/2015	Vehicle Purchases	B	APW	Storlie	
Utilities	8/17/2015	Clearwell Repair Contract	B	APW	Stoneback	
Utilities	8/17/2015	Energy Efficiency in City Bldgs	B	APW	Stoneback	
Public Works	8/17/2015	Uniform Contract	B	APW	Robinson	
Public Works	8/17/2015	Solid Waste Contract: Residential Yard Waste Extension	B	APW	Lyons/Robinson	
Public Works	8/17/2015	Solid Waste: Lakeshore Condo Refuse Extension	B	APW	Lyons/Robinson	
Public Works	8/17/2015	Solid Waste: Residential Refuse Extension	B	APW	Lyons/Robinson	
Public Works	8/17/2015	Solid Waste: Commercial Franchise Extension	B	APW	Lyons/Robinson	
Public Works	8/17/2015	CIP/III Street Resurfacing Contract	B	APW	Robinson	
Public Works	8/17/2015	Salt Contracts with D65 & D202	B	APW	Robinson	
Public Works	8/17/2015	Central St. Bridge Repair	B	APW	Robinson	
Public Works	8/17/2015	Special Assessment 2015 Alley Paving Contract	B	APW	Robinson	
Public Works	8/17/2015	CDBG Block and Sidewalk Replacement Contract	B	APW	Robinson	
Public Works	8/17/2015	Emerson/Ridge/Green Bay Water Main Design C.O.	B	APW	Robinson	
Utilities	8/17/2015	2014 CIPP Contract B change order	B	APW	Stoneback	
Public Works	8/17/2015	Patching Contract C.O. #1	B	APW	Robinson	
Public Works	8/17/2015	Pavement Marking Contract C.O.	B	APW	Robinson	
Public Works	8/17/2015	Civic Center Parking Lot C.O.	B	APW	Robinson	
Admin Services	8/17/2015	PARCS Chg Order	B	APW	Lyons	
PRCS	8/17/2015	63-R-15 Parking Lot Agreement with Y.O.U. at Gibbs Morrison	R	APW	McRae	
CMO	8/17/2015	Church St. ComEd Parking Lot Land lease	R	APW	Bobkiewicz	
CMO	8/17/2015	Class 7a Revisions for Little Beans	R	APW	Bobkiewicz	
CD	8/17/2015	102-O-15 Execute Sale of 1941 Jackson to CPAH	O	APW	Muenzer	Suspension of Rules: Intro & Action
CMO	8/17/2015	BCC Reports	B	APW	Bobkiewicz	
CD	8/17/2015	609 South Blvd Renovation	O	PD	Muenzer	Introduction
CD	8/17/2015	Special Use for a Daycare Center-Child for 2812-2814 Central	O	PD	Muenzer	Introduction
CMO	8/17/2015	Animal Welfare Board Policies	O	HS	Bobkiewicz	Introduction
Admin Services	8/17/2015	Exec Session	B	CC	Lyons	Workers Comp

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Admin Services	8/31/2015	2016 Budget Discussion	SPB	CC	Lyons	Special CC mtg
Admin Services	9/15/2015	Printer/Copier Purchase	B	APW	Storlie	
Admin Services	9/15/2015	Public Works Vehicle Purchase	B	APW	Storlie	
Admin Services	9/15/2015	Civic Ctr Rental Space for NSSC G205	B	APW	Storlie	
Admin Services	9/15/2015	Divvy Bike Agreement and locations	B	APW	Storlie	
Utilities	9/15/2015	Manhole Lining C.O. #2	B	APW	Stoneback	
Public Works	9/15/2015	CDBG Alley Paving Contract	B	APW	Robinson	
Admin Services	9/15/2015	Actuarial Reports	B	APW	Storlie	
Public Works	9/15/2015	Fire Station Parking Lot C.O.	B	APW	Robinson	
Public Works	9/15/2015	NU Sheridan Road Utility Easements	R	APW	Robinson	
Admin Services	9/15/2015	GO Bond Sale	O	APW	Storlie	
CMO	9/15/2015	Increased Fines for Bikes on Sidewalks	O	APW	Bobkiewicz	Introduction
CMO	9/15/2015	Sale 1821 Ridge	O	APW	Bobkiewicz	Introduction
Law	9/15/2015	Operational Guidelines Firearm Ranges	O	PD	Farrar	Introduction: Ref from City Council 6.22.15
CD	9/15/2015	Amendments to the Inclusionary Housing Ordinance	O	PD	Muenzer	Introduction
Admin Services/Law	9/15/2015	Hotel Motel Tax - B&Bs	O	PD	Lyons/Farrar	Intro: Held in Committee Jan 26
CMO	9/21/2015	Harley Clarke	SPB	CC	Bobkiewicz	3rd Monday
CMO	9/21/2015	Downtown Performing Arts Task Force Recommendations	SPB	CC	Bobkiewicz	
PRCS	9/21/2015	Penny Park Discussion	SPB	CC	McRae	(After Rec Brd Consideration)
Admin Services	9/28/2015	GFOA Distinguished Budget Award	A	CC	Lyons/Storlie	
Fire	9/28/2015	Renaming Evanston Fire and Life Safety	R	APW	Klaiber	
Law	9/28/2015	Panhandling/Soliciting; limit residential hours to 4 pm	O	APW	Farrar	
Law/PW	9/28/2015	Sidewalk Cafes Administrative Revisions	O	EDC	Farrar/Robinson	Introduction
Mayor	Oct	National Fire Prevention Week	PR	CC		
Mayor	Oct	National Community Planning Month	PR	CC		
Admin Serv	Oct	Investment Strategies: Institutions	B	APW	Lyons	
Council & Committee Meetings						
Mon, Aug 17	6:00 PM	A&PW, P&D, City Council meetings				
Tues, Aug 18	7:00 PM	Housing & Community Dev Act Committee				
Fri, Aug 28	7:00 AM	Housing & Homelessness Commission				
Mon, Aug 31	7:00 PM	City Council meeting				

DEFERRED
7/24/2015 10:26 AM

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Dept	Date	Item	Action	Committee	Staff	
Utilities	TBA	Computerized Maintenance Management System	B	APW	Stoneback	
Public Works	TBA	BAS Contract - 8 City buildings	B	APW	Robinson	
CMO	TBA	D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv	TBA	Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv	TBA	Amendment to PEHP Resolution	R	APW	Lyons	
Law	TBA	Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	

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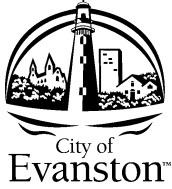
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Law	TBA	Title 9 City Code Amendments	O	CC	Farrar	(Introduced 1.27.14)
Law	2016	Pedicabs	O	APW	Farrar	Tabled 3.9.15 (revisit 2016)
Admin Serv	tba	Credit Card Analysis	D	APW	Lyons	
Admin Services	deferred	NU Parking agreement - Church St Garage	R	APW	Lyons/Storlie	
Public Works	deferred	CIP II Water Main & Street Resurfacing Contract Award	B	APW	Robinson	
Public Works	deferred	Change Order-Civic Center Lot	B	APW	Robinson	



Memorandum

To: Honorable Mayor and Members of the City Council
From: Damir Latinovic, Planning and Zoning Administrator
Subject: Weekly Zoning Report
Date: July 31, 2015

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

Please contact me at 847/448-8675 or dlatinovic@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, July 24 - July 30, 2015

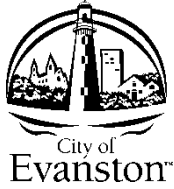
Zoning Reviews					
Ward	Property Address	Type	Project Description	Received	Status
1	633 Clark Street	Building Permit	Misc. sitework to terrace/plaza (Northwestern-Rebecca Crown Plaza).	07/23/15	DAPR 8/12/15
1	1411 Judson Avenue	Zoning Analysis	Construct 2-story addition @ SFR	07/28/15	compliant
1	1856 Sherman Avenue	Zoning Analysis	Install prefab shed at MFR	07/30/15	compliant
2	1619 Fowler Avenue	Building Permit	Install rear yard patio @ SFR	07/27/15	compliant
3	1142 Judson Avenue	Zoning Analysis	Construct rear yard deck @ SFR	07/29/15	compliant
3	1201 Michigan Avenue	Building Permit	Replace existing patios @ Multi-fam. residence	07/29/15	compliant
3	1209 Hinman Avenue	Building Permit	Remodel front porch @ SFR	07/27/15	compliant
3	1336 Chicago Avenue	Building Permit	Provide additional parking lot lighting (Bank of America)	07/29/15	compliant
3	427 Greenleaf Street	Building Permit	Interior/exterior remodeling @ SFR	07/29/15	compliant
3	527 Chicago Avenue	Building Permit	Replace existing roof-top a/c condensing unit.	07/27/15	compliant
3	540 Hinman Avenue	Building Permit	Porch/stair replacement for multi-fam. residence	07/27/15	compliant
3	713 Sheridan Road	Zoning Analysis	Remove/replace existing driveway @ SFR	07/29/15	compliant
3	715 Sheridan Road	Building Permit	Install fountain (decorative) @ SFR	07/29/15	compliant
3	715 Sheridan Road	Zoning Analysis	Remove/replace existing driveway @ SFR	07/29/15	compliant
3	742 Michigan Avenue	Building Permit	Construct 2-car detached garage @ SFR	07/30/15	compliant
4	1219 Elmwood Avenue	Building Permit	Construct 2-car detached garage @ SFR	07/30/15	compliant
4	1414 Wesley Avenue	Building Permit	Construct 2-car detached garage @ SFR	07/30/15	compliant
4	1464 Asbury Avenue	Zoning Analysis	Replace and enlarge front walk at SFR	07/29/15	pending staff review
4	1560 Sherman Avenue	Building Permit	Interior remodeling (gen. office)	07/28/15	compliant
4	1622 Ridge Avenue	Building Permit	Interior remodeling, re-build rear deck @ SFR	07/27/15	compliant
4	800 Dempster Street	Building Permit	Interior remodeling for retail service estab. (massage therapist/float spa)	07/30/15	compliant
4	944 Elmwood Avenue	Building Permit	Replace existing steps/handicap ramp (Fisher Memorial AME)	07/30/15	compliant
5	1810 Dodge Avenue	Building Permit	Rebuild existing stairs for 2-family residence	07/27/15	compliant

5	2124 Wesley Avenue	Building Permit	Construct 2-car detached garage @ SFR	07/30/15	non-compliant
6	2316 Park Place	Building Permit	Install rear yard patio @ SFR	07/27/15	compliant
6	2316 Thayer Street	Building Permit	Construct 2-car detached garage @ SFR	07/30/15	compliant
6	2420 Prospect Avenue	Building Permit	Construct 2-car detached garage @ SFR	07/27/15	compliant
6	2710 Isabella Street	Building Permit	Construct rear yard deck @ SFR.	07/30/15	compliant
6	2916 Payne Street	Building Permit	Rebuild existing deck "in kind" @ SFR.	07/30/15	compliant
6	3330 Central Street	Building Permit	Interior/exterior remodeling (Starbucks)	02/12/15	pending Special Use
7	1122 Colfax Street	Building Permit	Replace existing screen porch @ SFR	07/30/15	compliant
7	1208 Noyes Street	Building Permit	Construct sunroom addition @ SFR.	07/29/15	compliant
7	1620 Central Street	Building Permit	Construct new 4-story, 47 DU multifamily residence with 54 parking spaces	07/21/15	pending staff review
7	2145 Sheridan Road	Building Permit	Interior remodeling to Tech Inst. K-Wing (NU)	07/27/15	compliant
9	1401 Seward Avenue	Building Permit	Construct 2-car detached garage @ SFR	07/30/15	compliant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
2	1804 Washington Street	Zoning Complaint	Automobile repair establishment in residential district	09/16/14	Drive-by insp. ongoing
2	1325 Dodge Avenue	Minor Variance	Rear yard setback, construct 2-car det. garage	06/01/15	determination after 06/15/15
2	1414 Pitner Avenue	Zoning Complaint	Illegal trade contractor business in R2 District	06/17/15	Viol. letter mailed. Re-inspection pending
2	1718 Madison Street	Minor Variance	Street side yard for an addition and enclosed porch	07/15/15	determination after 7/29/15
3	520 Main Street	Special Use	Ground-floor Financial Institution (First Bank & Trust) in the oDM Overlay	07/23/15	ZBA 08/18/15 & DAPR 08/05/15
3	910 Hinman Avenue	Major Variance	Building lot coverage for a detached garage at MFR (previously approved carport)	07/30/15	ZBA 09/01/15 & DAPR 08/12/15
4	1126 Elmwood Avenue	Minor Variance	Side yard setbacks for a detached garage at SFR	07/07/15	pending staff review
4	1815 Cleveland Street	Zoning Complaint	Illegal auto-repair business in R2 District.	06/18/15	Viol. letter mailed. Re-inspection pending
5	1115 Emerson Street	Substitution of Special Use	Type 2 Restaurant - <i>Pizza Hut</i> (previously <i>Wings Over Evanston</i>)	07/10/15	determination after 08/04/15
5	2002 Darrow Avenue	Zoning Complaint	Auto repair establishment in res. district	06/25/15	investigation is ongoing
5	2115 Dewey Avenue	Major Variance	Lot width and size for non-residential (office) use	07/23/15	ZBA 08/18/15 & DAPR 08/05/15
5	910 Noyes Street	Substitution of Special Use	Type 2 Restaurant - <i>Coffee Lab</i> (previously <i>Rollin' To Go</i>)	07/24/15	determination after 08/11/15
6	2044 Ewing Avenue	Minor Variance	Street side yard and rear yard setbacks for an attached garage	07/08/15	pending staff review
6	2044 Ewing Avenue	Minor Variance	Rear yard setback for a 2-car detached garage	07/15/15	determination after 7/30/15
6	2206 Grant Street	Minor Variance	Building lot coverage, side yard setbacks to construct 2-story addition, 2-car det. garage	07/15/15	determination after 8/6/15
6	2327 Park Place	Appeal	Appeal of Zoning Administrator's determination that decks count toward impervious surface calculation.	06/04/15	ZBA 08/18/15
6	2327 Pioneer Road	Zoning Complaint	Illegal shed (no permit)	07/29/15	Violaton letter mailed
6	2614 Isabella Street	Minor Variance	Interior side yard setback for a second story addition	07/08/15	pending staff review
6	2614 Isabella Street	Minor Variance	Side yard setback to construct 2nd story addition.	07/15/15	determination after 7/29/15
6	2812-2814 Central Street	Special Use	Child Daycare - <i>Little Green Tree House</i>	04/28/15	P&D 08/17/15

9	2525 Oakton Avenue	Major Variance	70' building height for a concrete plant enclosure (<i>Ozinga</i>)	07/23/15	ZBA 08/18/15 & DAPR 08/05/15
9	609 South Boulevard	Major Variance	Number of dwelling units, # of parking spaces and parking aisle width, for conversion of warehouse to 16 condo DUs	06/25/15	P&D 08/17/15



Memorandum

To: Honorable Mayor and Members of the City Council

From: Mark Muenzer, Director of Community Development
Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: July 31, 2015

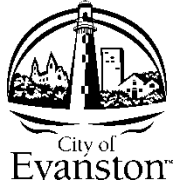
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

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

Inspector Weekly Update
Cases Received, July 31, 2015

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	1515 Chicago Avenue (Hyatt House)	New Hotel	All fences and sidewalks are in good condition. Catch basins are clean. Building skeleton has been completed. Work on interior walls, mechanical, electrical, and plumbing work is in progress. Public right of way is protected.	7/30/2015
1	1619 Chicago Avenue (The Merion)	Residential Addition	Streets, sidewalks and fences are in good condition. The catch basin is clean. Work continues on third deck. No mud or dust was present at the time of inspection.	7/29/2015
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Fences and sidewalks are in good condition. Grass and weeds are being maintained. Soil erosion reports are current. Foundation has been completed for 715 Colfax Street.	7/29/2015
3	835 Chicago Avenue (9-story mixed-used)	Foundation	Streets, fences and sidewalks are in good condition. Work on the foundation is underway. No dust or mud was present at the time of inspection.	7/29/2015
3	425 Dempster Street (Chiaravalle Montessori School)	Commercial Addition	Construction fencing has been removed and the area has been landscaped and seeded. The flat work is completed at the exterior stairway on the western exposure. Work continues on the connection openings. Interior rooms and hallways are finished.	7/29/2015
4	1026 Davis Street (Taco Diablo/LuLu's)	Restaurant/Retail	The windscreens and fencing are in place and secured. The job site is kept clean. No construction debris in the right of way. At the time of inspection work was being done on the storm drain system. Work is moving forward on the foundation footings.	7/29/2015
4	1029 - 1035 Davis Street	One Story Commercial	The windscreens, fencing and gates are in place and no construction debris was in the public right of way. The exterior wall along the east side of the building is completed and framing work continues on the remaining walls. Work on the exterior wall on the north elevation has started. Sidewalk canopies are present and a right of way permit has been issued.	7/29/2015
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	The exterior job site is being maintained. Windscreens and fencing are in place and secured. Right of way is clean. The walls and ceilings on the 1st and 2nd floor are painted and display cases are being installed. The 3rd, 4th and 5th floors have been partitioned and ready for electrical and drywall.	7/29/2015
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	All construction and silt fences are present and in good condition. Surrounding storm structures have catch baskets which are cleaned on a weekly basis. Four towers are erected and in progress of installing mechanical, electrical and plumbing. Tire wash station is in service for trucks leaving the project.	7/30/2015
8	222 Hartrey Avenue (Autobarn)	Interior/Exterior Remodel	Fences are in good condition, interior rough work is underway and underground plumbing is completed.	7/29/2015



Memorandum

To: Honorable Mayor and Members of the City Council

From: Paul Zalmezak, Acting Economic Development Division Manager

Subject: Monthly Economic Development Report for July 2015

Date: July 30, 2015

Discussion

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

Please contact me at 847.448.8013 or pzalmezak@cityofevanston.org if you have any questions or would like to discuss the information contained further.

Top Project Priorities

7/30/2015

No.	Project	2015 Deliverable	Latest Update	Area of ED Plan	Deadline
1	Central Street Business Association	Ongoing support of business district.	Group has created bylaws and is voting in new board members this month. Working w/ PublicWorks on timing for Streetscape Improvements in August	Business District Vitality	Ongoing
2	West End Business Association	Revision and Completion of items on "punchlist" generated by West End businesses.	Next meeting 7/31/2015. Entryway signage design being reviewed. Planning for Manufacturing Day (October 1, 2015) has started	Business District Vitality	Ongoing
3	West Village Merchants Association	Work with WVBA to create series of events to bring visitors to the area; Increase number of participating members from the area.	WVBA is hosting arts related events, largely focusing on music, to bring residents and potential customers to the area. Last one was hosted on 6/24/2015	Business District Vitality	Ongoing
4	Howard Street Business Association	Ongoing support of business district.	Next Meeting is in early August 2015.	Business District Vitality	Ongoing
5	Main Street Merchants Association	Merge with Chicago/Dempster with creation of SSA	Steering Committee is finalizing work plan; SSA adopted on 7/13/2015. Steering Committee meeting 7/16 to move forward on nomination process.	Business District Vitality	Ongoing
6	Chicago/Dempster Merchants Association	Merge with Main Street with creation of SSA	Steering Committee is finalizing work plan; SSA adopted on 7/13/2015. Steering Committee meeting 7/16 to move forward on nomination process.	Business District Vitality	Ongoing
7	Dr. Hill Arts District	Establish meeting/event calendar.	Staff is regrouping with District leadership to plan meetings.	Business District Vitality	Ongoing
8	Central Evanston Business Association	Increase number of registered businesses and events hosted by the association; Establish meeting/event calendar.	Group participated in Juneteenth celebrations at the Gibbs-Morrison Center. Moving forward with district marketing/beautification efforts.	Business District Vitality	Ongoing
9	Noyes Merchant District	Continue to support creation of group; establish regular meeting schedule and activities.	The group met on 5/13/2015, small group working on completing Merchant Grant projects (planters and banners currently the priority).	Business District Vitality	Ongoing
10	Creation of Special Service Area for South East Evanston	Establish SSA; Start Implementation of SSA Goals & Objectives and define management structure.	Enabling ordinance approved 7/13/15. Finalizing SSA board, budget and levy.	Business District Vitality	4Q2015
11	Purple Line Pilot Project	Support the Purple Line Pilot Project for Expanded Hours; Promote later ridership to add an additional Purple Line train week day evenings.	Pilot through July 10th. June 25th count day / event	Business District Vitality	3Q2015
12	Retail Attraction Efforts (from Chicago and other area communities)	X # of visits to local retailers in Chicago and other neighboring communities to encourage 2nd location expansions into Evanston	Visited Highland Park on 5/1 and Wicker Park/Bucktown in April.	Business Attraction	Ongoing

Top Project Priorities

7/30/2015

No.	Project	2015 Deliverable	Latest Update	Area of ED Plan	Deadline
13	Business District Investments/Tree Replacement	Identify areas for improvement/clean-up in business districts and utilize ED funds to augment existing CIP efforts.	Nyden/Maiworm toured business districts and identified areas to address and improve. Bring plans to EDC in fall to plan for 2016 activities.	Business District Vitality	4Q2015
14	Church/Dodge Reinvestment/Business Attraction	Complete façade projects at NWC of Church & Dodge; Support leasing of available commercial space. Introduction of new City Cultural Center at 1823 Church Street.	Businesses at the corner of Church & Dodge considering façade improvement for awnings/building improvements. Tom's Beauty window signs/plywood removed. Phillyz Cheesesteak's & More took over Fatty's Burger space. First Slice negotiations nearing complete.	Business Attraction	Ongoing
15	Update of www.evanstonedge.com	Updated website.	Working with Community Engagement to refine content on Evanston Edge. Relocating Edge to new platform.	Business Attraction/Retention	3Q2015
16	Howard Street Theatre Project (727-729 Howard Street)	Development of RFQ to identify credible theatre group to locate on Howard Street. Coordinate with group to build/construct theatre on Howard.	RFQ issued, five responses; presented responses at last EDC meeting; next step is narrowing responses. Meeting with theatres over next month.	Business District Vitality	4Q2015
17	Demo of 717 Howard Street	Demolish 717 Howard Street.	Demolition contract approved on 6/22/15. Will secure permits and begin work once confirmation is received that utilities have been disconnected.	Business District Vitality	2Q2015
18	Howard Street Police Outpost Redevelopment	Utilization of property at 633 Howard Street for commercial use.	Coffee shop user identified in Fall 2014 has withdrawn interest in property. Staff seeking new tenant with similar proposal for utilization of space. Owners of Libertad submitted LOI with proposal for new restaurant in the space.	Business District Vitality	3Q2015
19	Recycling Center RFQ/P	Determine future utilization of property.	Negotiation to authorize Smylies to move forward was approved on 7/13/15.	Business Attraction/Retention	3Q2015
20	Support Workforce Development Activities	Support workforce development goals throughout year.	Promotion of SYEP program to local employers; Curt's Café funding approved. New workforce program proposal fall 2015	Workforce Development	4Q2015
21	Main/Chicago TIF Committee	Improvement of streetscapes and underlying infrastructure in Chicago/Main area.	Identification of infrastructure improvements to the Main/Chicago area.). Coordination with Main/Chicago TIF Committee and SSA Steering Committee.	Business District Vitality	Ongoing
22	Central Street Streetscape Improvements	Creation of "pilot area" for proposed Central Street/Green Bay improvements; Promotion of 50/50 sidewalk program	Streetscape project to begin 8/10/2015. Parking studies completed and data analysis for east area of Central done, in progress for western area of Central.	Business District Vitality	??

Targeted Properties

7/30/2015

No.	Project	Desired Outcome	Status
1	Church Street Plaza	<i>Occupied with Retail Uses</i>	Owner rep (Mcaffery interests) continues to market the space / considering options based on overall re-tenanting plan. Requesting meeting with CMO.
2	633 Howard Street (Police Outpost Space)	<i>Occupied with Food Retail Uses</i>	LOI from Libertad owners; Libertad owners working to determine costs for build-out.
3	Howard Theatre Properties (717, 721-723, 727-729 Howard)	<i>Redevelopment As Theatre</i>	Six responses to the theatre project were submitted; staff is working with the Howard Street Theatre Focus group to finalize next steps and potential theatres to interview. 717 Howard is slated for demolition.
4	Evanston Auto Glass	<i>Relocation/ Façade</i>	Owner is seeking to sell the building or have short term (1 -2 year) leases.
5	Walgreens - Green Bay Road	<i>Updated Walgreens</i>	New owner has closed on the property. Immediate landscaping and cosmetic improvements to occur with a more specific discussion on Walgreens updates to happen w/ Walgreens representatives in near future.
6	Evanston Plaza	<i>Occupied with Retail Uses</i>	Ribbon cutting for Valli Produce July 22nd at 9am. Play It Again Sports - should be open to buy end of June with grand opening around Labor Day.
7	Tom Thumb Redev	<i>Part of Larger Redevelopment</i>	Building demolished, Diablo/ lulu's first floor, upper story banquet/outdoor deck/event space. Applied for business license on 10/16/2014. "Lulu's & Taco Diablo" targeting December 2015 opening. Acquired Studio Media building next door. Potential bowling interest
8	Oakton/Asbury	<i>Little Beans</i>	7a process still in process. Loan reimbursement is finalized.
9	Main/Chicago	<i>Mixed Use Redevelopment</i>	Goddess & The Baker has leased corner space for café/prepared foods space.
10	Evanston Dance Center	<i>Occupied Space</i>	Expansion plan revisions have been approved and work begun. Will likely be pursuing Storefront Modernizaion funding.
11	Price Properties - Main Street (Lupita's, Wine Goddess, etc.)	<i>Occupied with Retail Uses</i>	Lupita's is leased to La Principal (Lucky Platter team); Former Rock Shop Space leased to plant shop

Status of Projects Appearing Before
Economic Development Committee

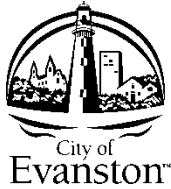
7/30/2015

Project Name	Status	Meeting Dates		Funds Invested	Summary of Project	Latest Update	Completion Date
		ED Committee	City Council				
2222 Oakton Street	Active- City Council Approval	7/7/2015	7/13/2015		Recommendation to negotiate with Smylie Brothers Brewing Company for facade improvement project to include signage, windows, lighting, paint, and	EDC Approved 7/7/2015, City Council	
La Principal - 700 Main Street	Active- City Council Approval	7/7/2015	7/13/2015	\$17,888	Five year parking agreement, 10 spaces Maple Ave Garage - \$42,000	EDC Approved 7/7/2015, City Council Approved 7/13	
Accuity	Active- City Council Approval	5/27/2015	6/8/2015	\$210,000	Individual stipends for students that successfully complete the program and are placed in jobs. Workforce Development funding program to EDC in September	EDC approved 5/27, City Council 6.8	3Q 2016
Curt's Café (2922 Central St.)	Active - City Council Approval	4/22/2015	5/26/2015	\$42,000	Use of Economic Development Funds to assist in streetscape projects for Central Street	City Council approved 5/26	1Q 2016
Central Street Streetscape Improvements	Active- City Council Approval	4/22/2015	5/11/2015	\$25,000	Funding for relocation and ongoing assistance in form of potential hotel/motel tax sharing agreement.	City Council approved. Improvements set to start August 10th.	3Q 2015
ZS Associates Retention Assistance	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/9/2015	TBD	Banner Maintenance, Website Work, Plantings, Benches	City Council approved 2/9/2015.	1Q2017
Merchant Grant - Central Street	Active- City Council Approval		3/9/2015	\$ 9,000.00	Planters/Plantings, business plan projects	City Council Approved 3/9. Working with Public Works to provide benches and coordinate projects with Streetscape Improvements	4Q 2015
Merchant Grant - West End	Active- City Council Approval		3/9/2015	\$ 9,000.00	Plantings, Website and Marketing	City Council Approved 3/9. Working on entryway signage as part of business plan item	4Q 2015
Merchant Grant - West Village	Active- City Council Approval		3/9/2015	\$ 9,000.00	Planters/Plantings, Bike Racks, Small Business Saturday Promotion, Wine Walk, Open House Event	City Council Approved 3/9. Work continues on website and promotion of district events is underway	4Q 2015
Merchant Grant - Chicago/Dempster	Active- City Council Approval		3/9/2015	\$ 9,000.00	Approved to use 2014 funds to complete welcome packet printing and bike rack installation. No new funding provided	City Council Approved 3/9.	4Q 2015
Merchant Grant - Main Street	Active- City Council Approval		3/9/2015	\$ 9,000.00	Branding/Logo, Banners, Plantings	City Council Approved 3/9. Worked with Public works to determine planter locations	4Q 2015
Merchant Grant - Central Evanston (CEBA)	Active- City Council Approval		3/9/2015	\$ 9,000.00	Dr. Hill Sculpture and Memorial Garden Maintenance, Plantings, Website/Blog Development	City Council Approved 3/9. Reimbursed \$1500 for plantings.	4Q 2015
Merchant Grant - Hill Arts	Active- City Council Approval		3/9/2015	\$ 1,754.00	Plantings, Replacement of tree lights to LED lights	City Council Approved 3/9.	4Q 2015
Merchant Grant - Howard Street	Active- City Council Approval		3/9/2015	\$ 9,000.00	Branding/Marketing, Banners, Plantings	City Council Approved 3/9. Working to get plantings in place by late July/ early August	4Q 2015
Lucky Platter Façade (514 Main Street)	Closed -- Project Complete	1/28/2015	2/9/2015	TBD	Improvement of façade at 514 Main Street	Work on the Façade is complete.	1Q2015
Evanston Plaza Funding	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/23/2015	TBD	Funding for interior and exterior rehabilitation of grocery store space at Evanston Plaza	City Council consideration scheduled for 2/23/2015.	3Q2015
Chicago + Main (835 Chicago Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$ 2,900,000.00	Funding for TIF eligible expenses to reduce financial gap for office component of mixed-use building.	Groundbreaking in February 2015.	4Q2016
Little Beans (430 Asbury Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$30,000 (façade); \$95,000 (loan)	Financial assistance for play café space in former Osco-Drug building. Assistance will fund fixtures and interior build-out of space. Also approved for façade improvement project.	Working to complete; opening early February	1Q2015
Campus Gear (1720 Sherman Ave.)	Active -- City Council Approved	7/9/2014	8/11/2014	\$ 10,000.00	Façade improvement project to install new signage and place new façade on new store space.	Extension requested into summer 2015. Looking to revise	1Q2015
Davis Transportation Loan	Closed -- Loan Funded	7/9/2014	8/11/2014	\$ 140,000.00	Loan for working capital and equipment for bus company.	Staff finalized agreements; First payment due in 2015.	4Q2014
Homestead Meats	Closed -- Project Complete	5/28/2014	8/9/2014	\$ 935.00	Façade Improvement	Funding awarded and project complete	2Q2014
Fitness Avenues (1910 Main Street)	Closed -- Project Complete	7/9/2014	7/28/2014	\$ 1,980.00	Façade improvement	Project Complete; Ribbon-cutting held 8/6/14	3Q2014

Loan Status	Borrower		Date Loan Funded	Original Loan Amount	Monthly Payment	Total Amount Paid			Balance in Arrears	Remaining Balance to be Paid [1]	Date Loan Terminates
	Name	Address				Principal	Interest	Total			
CLSD	Corrado Cutlery	1634 Payne St.	1.25.12	\$ 31,500.00	\$ 437.50	\$ 15,770.00	\$ -	\$ 15,770.00	\$ -	\$ -	NA
OPEN	Ward Eight	629 Howard St.	3.15.12	\$ 362,650.00	\$ 2,000.00	\$ 59,000.00	\$ -	\$ 59,000.00	\$ -	\$ 303,650.00	NA
OPEN	Ward Eight	629 Howard St.	3.15.12	\$ 130,000.00	\$ 1,316.19	\$ 29,569.97	\$ 12,551.08	\$ 42,121.05	\$ -	\$ 100,430.03	12.1.22
OPEN	Evanston North Shore Contractor's Cooperative	1817 Church	8.14.12	\$ 200,000.00	\$ 1,028.26	\$ 2,438.53	\$ 3,731.03	\$ 6,169.56	\$ -	\$ 197,561.47	1.5.20
OPEN	Chicken & Waffles	2424 Dempster St.	10.1.12	\$ 202,937.63	\$ 1,184.29	\$ 374.21	\$ 1,994.37	\$ 2,368.58	\$ (3,552.87)	\$ 202,563.42	10.1.32
OPEN	Peckish Pig (Building)	623 Howard St.	3.18.13	\$ 675,000.00	\$ 5,500.00	\$ 56,000.00	\$ -	\$ 56,000.00	\$ -	\$ 619,000.00	NA
OPEN	Curt's Café	2922 Central St.	5.11.14	\$ 15,000.00	\$ -	\$ 9,478.81	\$ 21.19	\$ 5,521.19	\$ -	\$ 9,478.81	4.11.17
OPEN	FEW Spirits	918 Chicago Ave.	6.27.14	\$ 250,000.00	\$ 2,775.51	\$ 17,206.48	\$ 13,324.13	\$ 30,530.61	\$ -	\$ 232,793.52	8.30.24
OPEN	Davis Transportation	1040 Wesley Ave.	10.1.14	\$ 140,000.00	\$ 3,287.90	\$ 943.95	\$ 700.00	\$ 1,643.95	\$ (21,371.35)	\$ 148,106.05	12.31.18
CLSD	Peckish Pig (Patio Work)	623 Howard St.	8.27.14	\$ 18,412.00	NA	\$ 18,412.00		\$ 18,412.00	\$ -	\$ -	NA

[1] Total reflects only principal.

Last Update 7/21/2015



Memorandum

To: Honorable Mayor and Members of the City Council

From: Wally Bobkiewicz, City Manager
Economic Development Staff

Subject: 2015 Second Quarter Report

Date: July 29, 2015

Executive Summary

Evanston made appearances on several “best-of” lists this quarter, including **Movoto’s** list of [Best Chicago Suburbs for Young Professionals](#) and **Niche.com’s** [Best Cities in America](#), where it was the only Illinois city included in the top 20. Evanston’s booming restaurant scene continued to make headlines as well, earning the city the **#2 spot on Thrillist’s** [List of Illinois Cities Ranked by Food and Drink](#) and **The Daily Meal’s** [20 Best College Town Dining Scenes](#).

Between April 1 and June 30, Evanston saw the openings of **14 new businesses**. Over the same time period, building permits were issued for **\$45 million** in new commercial construction, pointing to continued business growth in Evanston. Unemployment increased slightly during the second quarter, but remained below state and national unemployment rates.

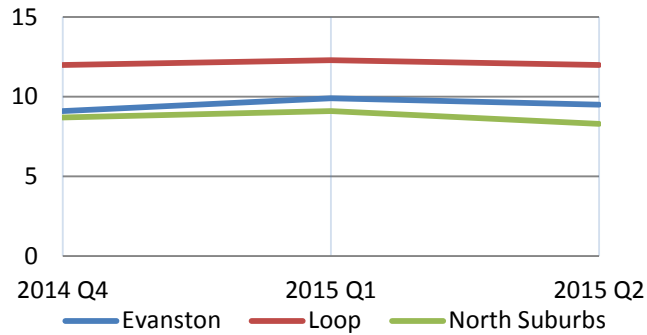
New Businesses

The second quarter of 2015 saw the openings of **14 new businesses**, including the long-awaited **Goldfish Swim School**, and a second location of **Frio Gelato** in the Chicago-Dempster business district. Some old favorites also made changes during the second quarter, with **Giordano’s Pizza** reopening under new ownership, and **Dave’s Rock Shop** moving to an expanded location on the other side of Main Street.

2015 Q2 New Business Openings:

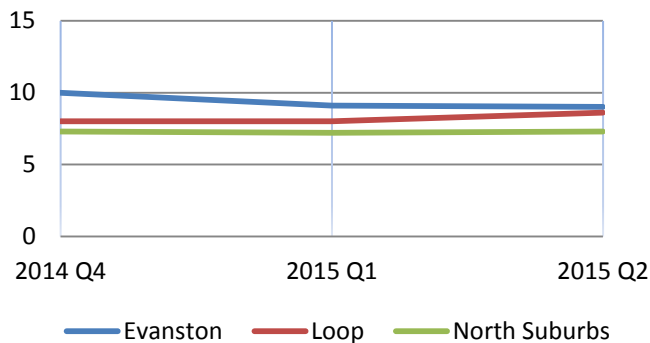
- Goldfish Swim School – 2008 Dempster St.
- Frio Gelato – 517 Dempster St.
- Connexion – 2300 Main St.
- The Spice & Tea Exchange – 1615 Sherman Ave.
- Giordano’s – 1527 Chicago Ave.
- Elysium Games – 1610 Maple Ave.
- Everyday Cycles & Motion – 941 Chicago Ave.
- Dave’s Rock Shop – 711 Main St.
- Berglund Animal Hospital – 2515 Green Bay Rd.
- Kiwi Nail Spa – 743 Howard St.
- Freshii – 1596 Sherman Ave.
- C2 Education – 745 Chicago Ave.
- Beth’s Little Bakeshop – 1814 Central St.
- Evanston Bakery, LLC – 607 Howard St.

Office Vacancy Rates



More exciting new businesses are in the pipeline, with Evanston's two newest grocery stores, **Valli Produce** and **Whole Foods**, both slated to open in July. In May, crews broke ground on the new home of **Lulu's** and **Taco Diablo** in downtown Evanston, paving the way for a return of two restaurants that have been sorely missed since their closure in early 2014.

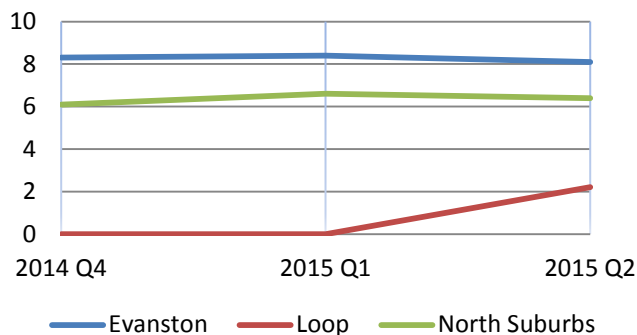
Retail Vacancy Rates



Workforce Development & Entrepreneurship

Valli Produce and Whole Foods both ramped up hiring in preparation for the opening of new stores in Evanston's former Dominick's locations. Valli Produce held a job fair June 2nd and 3rd at its location in the Evanston Plaza shopping center. Company officials report that these efforts have helped

Industrial Vacancy Rates



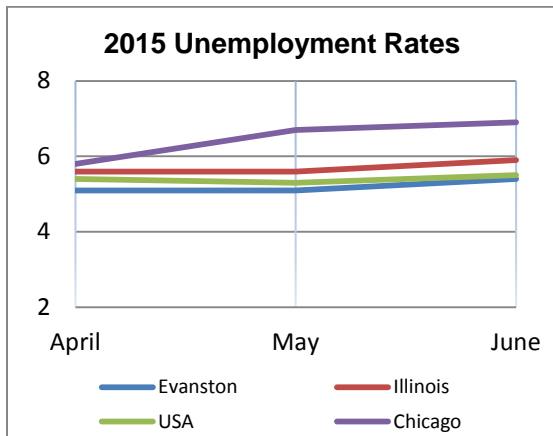
them to fill **120 new jobs**, with 85% of them going to Evanston residents. Whole Foods has been working with Youth Job Center and National Able Network to recruit and hire Evanston residents for positions at its newest store, which will be the company's third in Evanston. As a result of this expansion, Whole Foods has added **200 new jobs**.

[CBS 2 News](#) visited Evanston for a story about the **workforce**

development partnership between the City and Northwestern University, which provides six Evanston residents with paid apprenticeships at NU that allow them to train for jobs in the building trades. Six more participants are expected to be added next year.

The end of the school year and start of the summer months also meant the return of the annual **Mayor's Summer Youth Employment Program**, which this year has **over 500 Evanston teens** working at **27 private employers** throughout the community.

From April through June, **NextChapter** hosted **7 small business workshops** at the Evanston Public Library with over 50 participants. In May, Economic Development partnered with Now We're Cooking to host a second **startup showcase** event focusing on food-related startup businesses in Evanston. The event featured five Evanston-based food entrepreneurs and drew over 150 attendees.

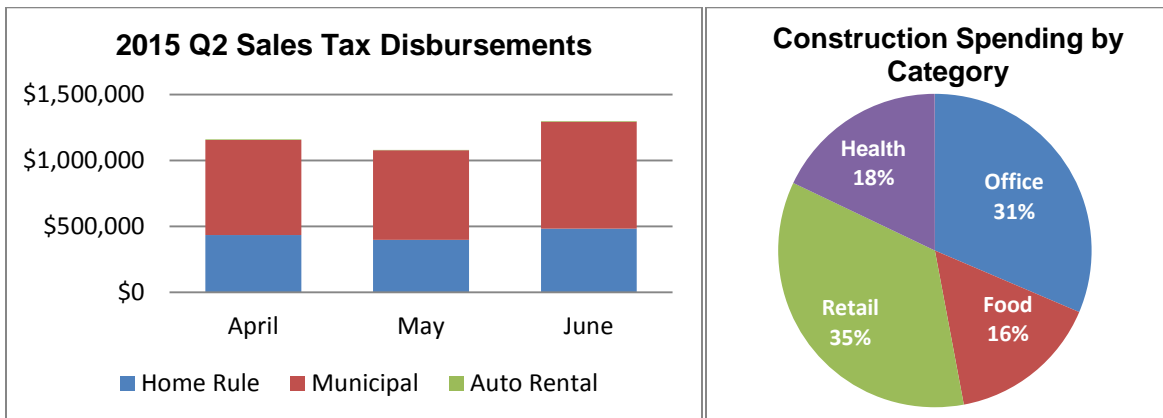


Ribbon Cutting at Frio Gelato at 517 Dempster Street

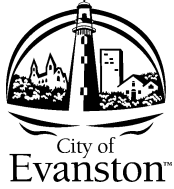
Revenue

According to the Illinois Department of Revenue, the state distributed **\$3.5 million in Sales Tax** revenue to the City of Evanston during the second quarter, including municipal sales tax, home rule sales tax, and motor vehicle rental tax.

Over **\$45 million in commercial construction** projects yielded **\$932,881 in permit fees**. Notable construction projects include work on the new **Hyatt House Hotel** and construction of a new building for **Lulu's** and **Taco Diablo** in Downtown Evanston, as well as continued work at **Valli Produce** in Evanston Plaza.



Groundbreaking at the new home of Lulu's & Taco Diablo.



Memorandum

To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment Application Weekly Report

Date: August 1, 2015

There were no new applications for food establishments for the week of July 25, 2015.

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



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: July 31, 2015

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the type and description of license requested, date received and current status.

Please contact me at (847) 448-8160 or twhittington@cityofevanston.org if you have any questions or need additional information.

**Liquor Licensing Weekly Report
Liquor Applications Received and Pending**

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS¹
3	Starbucks	519 Mains Street	D	Restaurant (Alcohol)	2pm – 9 pm (Mon – Sun)	7/31/15	Application under review

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 31, 2015

State Budget Impasse to Impact Local Revenues

As Illinois heads into the second month of the state fiscal year without a budget, local governments may soon face impacts on anticipated state shared revenues. It has been reported that the local share of the Motor Fuel Tax (MFT) as well as shared revenues from video gaming and casinos will be delayed until the state budget impasse is resolved.

According to the Rauner administration, the state does not have the appropriation authority to distribute MFT to local governments in the absence of a budget. This may prevent local MFT revenues collected in July from being distributed as scheduled in early August. Although the allotment and payment of MFT is dictated in state statute, the administration is saying that it does not have the authorization to distribute the revenue until a budget is in place. According to state statute, the Illinois Department of Transportation (IDOT) shall allot MFT to municipalities “as soon as may be after the first day of each month,” and “Payment of motor fuel tax moneys to municipalities and counties shall be made as soon as possible after the allotment is made.” Local MFT revenue cannot be used for any other purpose without legislative authority, so local governments should get their full share of MFT revenues whenever the Governor and General Assembly resolve the state budget impasse or if some other action occurs to compel payment.

In addition, the administration and the Comptroller’s office indicated this week that municipalities will not receive their local share of gambling revenues from video gaming and casinos. Similar to MFT, state statute dictates the allotment and payment of gambling revenues, but the administration believes it lacks the authority to release the revenue to local governments. According to state statute, “As soon as may be after the first day of each month, the Department of Revenue shall allocate among those municipalities and counties of this State that have not prohibited video gaming,” and the Comptroller “shall pay over to those eligible municipalities and counties the respective amounts allocated to them.” Administration officials again noted that the gambling revenues will eventually go to local governments once a budget is in place.

In response, the Illinois Municipal League (IML) will soon propose a legislative solution to authorize the disbursement of these funds in the absence of a state budget. Staff will provide additional information as it becomes available. *Staff contacts: Larry Bury, Chris Staron*

SPC Extends Liquid Calcium Chloride Contract – Act NOW to Avoid Price Increase

The Suburban Purchasing Cooperative (SPC) Governing Board has approved the third and final one year contract extension for Liquid Calcium Chloride (Contract #134) with Sicalco Ltd. of Hinsdale. The contract extension will run from December 5, 2015 through December 4, 2016 and contains a 4.56% price increase (\$0.0253), from \$0.555 to \$0.5803 per delivered gallon.

In order to avoid the price increase, local governments may still purchase liquid calcium chloride under the second contract extension by the date below:

<u>Contract Date</u>	<u>Price/Gal</u>	<u>Delivery</u>	<u>Total</u>
Extension #2 through 12/4/15	\$0.435	\$0.1200	\$0.5550
Extension #3 12/5/15-12/4/16	\$0.447	\$0.1333	\$0.5803

For questions or additional information, please contact staff or Frank Sibr, fsibr@sicalco.net or 630-371-2655. *Staff contact: Ellen Dayan*

SPC Extends Office Supplies Contract Through the End of 2015

This week, the SPC Governing Board approved an extension of the Office Supplies Program contract through December 31, 2015. Program vendor Warehouse Direct Office Products has informed the SPC that the contract, through Independent Stationers utilizing the U.S. Communities National Contract MICPA and ISG County of Los Angeles Master Agreement is set to expire at the end of the year.

In the interim, the SPC will investigate other cooperative purchasing agreements that may be appropriate on which to partner or issue a new Request for Proposals (RFP) in order to have a new contract in place by January 1, 2016. Warehouse Direct also is the vendor for SPC Janitorial Supplies Program (Contract #135) which is good through February 20, 2016. For questions or additional information, please contact staff or Warehouse Direct Senior Procurement Analyst Spencer Touchie, stouchie@warehousedirect.com or 847-631-7188 or Account Executive Rick Schackle rickschackle@warehousedirect.com or 847-631-7428. *Staff contact: Ellen Dayan*

Northwest Council Holds STP Workshop, Opens Call for Projects

On Wednesday, the Northwest Council of Mayors held a workshop to present the Council's new Surface Transportation Program (STP) methodology and project application. Staff presented the changes, which include: a revised scoring system with more emphasis on multimodal improvements and project readiness; more aggressive program management practices to ensure all Council funds are expended; and, funding Phase I engineering for potential Congestion Mitigation and Air Quality (CMAQ) or Transportation Alternatives Program (TAP) projects.

Illinois Department of Transportation staff also provided an overview of the federally funded transportation project process. New project applications are due on Friday, August 28. The new methodology and project application are available on the Council's website, <http://www.nwmc-cog.org/Transportation/Northwest-Council-of-Mayors.aspx>. Please direct all applications as well as any questions to Mike Walczak, mwalczak@nwmc-cog.org or 847-296-9200, ext. 134. *Staff contact: Mike Walczak*

Cook County Municipalities Asked to Complete Fair Housing Survey

The Chicago Area Fair Housing Alliance (CAFHA), on behalf of the Cook County Department of Planning and Development, is conducting a survey to assess current municipal efforts and practices related to affirmatively furthering fair housing, as well as to determine the most pressing fair housing issues and capacity needs within suburban Cook County.

Cook County municipalities are requested to take the web-based survey prior to Wednesday, August 12 by visiting <https://www.surveymonkey.com/r/cookcountyfairhousing>. Questions can be directed to CAFHA Executive Director Patricia Fron, pfron@cafha.net, or Cook County Program Manager Jennifer Miller, jennifer.miller@cookcountyil.gov. *Staff contact: Mike Walczak*

Meetings and Events

The NWMC Bike/Ped Committee will meet on Tuesday, August 18 at 10:30 a.m. at the NWMC offices in Des Plaines.