

Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, October 31, 2014

STAFF REPORTS BY DEPARTMENT



Weekly Report for October 24, 2014 – October 30, 2014

Administrative Services

Bids Advertised Week of October 27, 2014
Monthly Financial Report for September 2014

City Manager's Office

Master Council Meeting Agenda Schedule

Community Development

Zoning Report
Weekly Building Inspection Report
Community Development Department Report

Economic Development

Monthly Economic Development Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

November 3, 2014

Board of Animal Control
www.cityofevanston.org/animalcontrolboard
Rules Committee – cancelled

Human Services Committee – cancelled

November 4, 2014

Zoning Board of Appeals

www.cityofevanston.org/zoningboard

November 5, 2014

Site Plan Appearance and Review Committee

www.cityofevanston.org/siteplancommittee

Plan Commission

www.cityofevanston.org/plancommission

November 6, 2014

Commission on Aging

www.cityofevanston.org/commissiononaging

Arts Council's Community Relations Committee

www.cityofevanston.org/artscouncil



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of October 24, 2014 through October 30, 2014.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	3073	2475
SERVICE REQUESTS	618	603
TOTAL CHATS	72	25
TOTAL TEXT	10	11

Top 5 Service Requests

Total

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

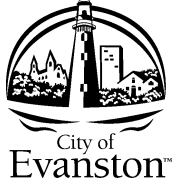
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|---------------------------------------|----|
| 1. Building Permit Inspection Request | 80 |
| 2. Trash – Special Pick-up | 41 |
| 3. Broken Parking Meter | 39 |
| 4. Tree Evaluation | 17 |
| 5. Animal Issue Concern- General | 16 |

Please see the following page for the Weekly Telephone Wrap up Data

NOTE: 2015 Wheel Tax went on sale Monday, October 27, 2014.

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	312
Administrative Services -Finance	77
Administrative Services -HR	91
Administrative Services - Other	160
Call Transfer	128
City Manager's Office	59
ComDev / Economic Development	12
ComDev/ Bldg Inspections	194
ComDev / Housing Rehab	4
ComDev / Planning/Zoning	14
Directions	6
Evanston Township	19
Fire Life Safety	15
PublicStuff Request	209
Health	83
Information	951
Law	3
Library	5
Mayor's Office	2
Other	174
Other – Social Services	4
Parks – Maintenance	0
Parks – Programs/Picnics/Permits	12
Parks – Other	8
Parks/Recreation	22
Parks – Forestry	10
Parks- Recreation Programs	23
Police	157
Public Works / Fleet	4
Public Works / Street Sanitation	82
Public Works / Engineering	31
Utilities – Power	4
Utilities – Sewer	2
Utilities – Water	196
TOTAL	3073



Memorandum

To: Wally Bobkiewicz, City Manager

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

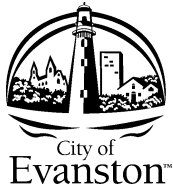
Subject: Bids/RFPs/RFQs Advertised during the Week of October 27, 2014

Date: October 31, 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 October 27, 2014

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council Date
Bid 14-63 2015 Debris Hauling	Admin Services	This contract is for the hauling and disposal of debris generated by public works construction activities and for the hauling and disposal of leaf material collected via street sweeping.	\$146,000	Nov 25	Dec 8



Memorandum

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

From: Ashley Porta, Budget Manager
 Andrew Villamin, Interim Accounting Manager

Subject: September 2014 Monthly Financial Report

Date: October 31, 2014

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

Fund Name	Fund #	YTD	YTD	YTD	9/31/2014	9/31/2014
		9/31/2014	9/31/2014	9/31/2014	Unreserved	Cash
		Revenue	Expenses	Net	Fund Balance	Balance*
General	100	\$ 70,160,789	\$ 66,085,169	\$ 4,075,620	\$ 20,438,571	\$ 10,328,206
General Assistance Fund	175	875,636	502,671	372,965	372,965	372,965
Neighborhood Stabilization	195	1,383,717	897,725	485,991	485,991	454,187
Motor Fuel	200	1,691,447	1,484,868	206,579	1,519,147	2,003,939
Emergency 911	205	661,811	917,452	(255,641)	965,238	699,793
SSA#4	210	311,063	240,000	71,063	(78,272)	(109,139)
CDBG	215	1,045,231	916,739	128,492	141,291	(33,431)
CDBG Loan	220	199,611	182,666	16,945	2,371,216	131,776
Economic Development	225	1,375,433	1,502,200	(126,768)	3,380,434	2,817,333
Neighborhood Improvement	235	-	-	-	149,915	149,915
Home	240	530,228	591,953	(61,725)	3,880,803	(51,551)
Affordable Housing	250	131,304	55,792	75,512	2,526,590	813,897
Washington National TIF	300	4,934,683	2,519,057	2,415,626	7,453,067	7,045,667
SSA#5	305	428,530	31,025	397,505	872,390	811,083
SW II TIF (Howard Hartrey)	310	1,151,922	1,129,330	22,592	3,379,640	3,364,006
Southwest TIF	315	607,668	22,125	585,543	930,260	918,617
Debt Service	320	12,496,300	2,609,206	9,887,094	13,262,785	11,743,188
Howard Ridge TIF	330	480,517	803,551	(323,034)	65,583	53,930
West Evanston TIF	335	100,724	49,228	51,496	589,135	589,136
Dempster-Dodge TIF	340	-	-	-	-	-
Capital Improvement	415	9,838,320	3,786,008	6,052,311	12,352,310	12,936,638
Special Assessment	420	615,932	132,225	483,707	2,556,122	2,552,126
Parking	505	7,103,763	4,699,968	2,403,795	16,006,614	15,348,942
Water	510-513	14,757,372	10,945,700	3,811,672	12,401,763	11,192,012
Sewer	515	11,088,766	10,923,164	165,602	4,740,598	4,259,962
Solid Waste	520	3,680,760	3,267,710	413,051	(870,509)	(1,279,425)
Fleet	600	2,388,860	2,323,372	65,487	176,053	(413,021)
Equipment Replacement	601	2,195,887	1,396,949	798,938	1,387,921	1,387,920
Insurance	605	13,489,668	12,926,258	563,410	(3,164,252)	1,624,013
Library	185	5,575,258	4,108,055	1,467,203	2,449,967	1,768,846
Library Debt Fund	186	739,506	53,724	685,782	685,782	685,782
Total**		\$ 169,301,199	\$ 135,050,167	\$ 34,251,032	\$ 110,743,337	\$ 92,167,310

*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 September 30, 2014 for both unreserved fund and cash balances. Of these two amounts, cash balance is the more meaningful metric since this represents liquid cash and/or invested assets which may be used (or easily sold) to support and fund current operations. While ending fund balance is also an important measurement of the City's financial health, it usually includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses.

As of September 30, 2014, the General Fund is reporting a surplus of \$4,075,620 due to several factors:

- Timing of payroll; the City will have 3 pay dates in December 2014 (December 4, 18 and 31)
- Receipt of the Kellogg building permit
- Receipt of second installment property taxes

Through September 30, 2014, the Special Service Area (SSA) #4 Fund is showing a negative cash balance of \$109,139.

Through September 30, 2014, the Community Development Block Grant (CDBG) Fund is showing a fund balance of \$141,291 with a negative cash balance of \$33,431. The City expects HUD reimbursements to eliminate this negative balance in the next month.

Through September 30, 2014, the Economic Development Fund is showing a fund balance of \$3,380,434 and a cash balance of \$2,817,333. These balances include approximately \$1 million of revenue associated with the Gigabit Challenge.

Through September 30, 2014, the Solid Waste Fund is operating at a \$413,051 surplus for the year; this fund will also have three pay periods in December, thus reducing the surplus. There is still a balance of \$870,509 and a negative cash balance of \$1,279,425 which is a \$100,000 improvement over last month.

Though operating at a surplus for the year, through September 30, 2014 the Fleet Fund is showing a negative cash balance of \$413,021.


Through September 30, 2014, the Insurance Fund is showing a negative fund balance of \$3,164,252. This negative balance is primarily for claims/cases being reserved and 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. The Insurance Fund's cash balance of \$1,624,013 includes a transfer from the IPBC Health Insurance Pool of \$500,000.

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 September 30, 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 September 30, 2014
(Target is 75% of FY 2014 Budget)

Revenues	General Fund			Parking Fund			Water Fund			Sewer Fund			Solid Waste Fund		
	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget
Property Tax	\$ 12,271,386	\$ 12,099,016	98.6%	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
Sales Tax	15,790,000	11,270,030	71.4%	-	-		-	-		-	-		-	-	
State Income Tax	7,076,170	5,377,426	76.0%	-	-		-	-		-	-		-	-	
Utility Tax	8,220,000	6,189,164	75.3%	-	-		-	-		-	-		-	-	
Real Estate Transfer Tax	2,875,000	2,030,175	70.6%	-	-		-	-		-	-		-	-	
Liquor Tax	2,375,000	2,015,098	84.8%	-	-		-	-		-	-		-	-	
Other Taxes	5,940,053	4,165,054	70.1%	-	-		-	-		-	-		-	-	
Licenses, Permits, Fees	12,622,280	10,409,485	82.5%	-	-		-	-		-	-		-	-	
Charges for Services	7,936,754	5,847,372	73.7%	6,434,293	7,103,763	110.4%	13,913,400	11,444,453	82.3%	12,922,700	9,982,155	77.2%	3,889,033	2,867,933	73.7%
Intergovernmental Revenues	721,272	900,730	124.9%	-	-		-	14,181		-	-		25,000	20,852	83.4%
Interfund Transfers	7,742,893	5,900,974	76.2%	2,925,296	-	0.0%	-	-		-	-		1,055,967	791,975	75.0%
Other Non-Tax Revenue	5,614,490	3,956,265	70.5%	2,034,004	-	0.0%	6,413,816	3,298,738	51.4%	2,191,000	1,106,611	50.5%	-	-	
Total Revenues	\$ 89,185,298	\$ 70,160,789	78.7%	\$ 11,393,593	\$ 7,103,763	62.3%	\$ 20,327,216	\$ 14,757,372	72.6%	\$ 15,113,700	\$ 11,088,766	73.4%	\$ 4,970,000	\$ 3,680,760	74.1%
Expenditures															
Legislative	\$ 677,621	\$ 516,985	76.3%	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
City Administration	1,941,115	1,225,855	63.2%	-	-		-	-		-	-		-	-	
Law Department	1,045,232	751,262	71.9%	-	-		-	-		-	-		-	-	
Administrative Services Department	8,826,606	5,747,690	65.1%	-	-		-	-		-	-		-	-	
Community Development	2,652,887	1,878,446	70.8%	-	-		-	-		-	-		-	-	
Police Department	26,876,444	20,390,171	75.9%	-	-		-	-		-	-		-	-	
Fire & Life Safety Services	14,072,488	10,717,354	76.2%	-	-		-	-		-	-		-	-	
Health Department	3,009,286	2,295,145	76.3%	-	-		-	-		-	-		-	-	
Public Works - Operating	17,884,613	13,332,100	74.5%	10,714,333	4,699,968	43.9%	-	-		-	-		5,309,082	3,267,710	61.5%
Public Works - Capital Outlay	-	-		5,180,000	-	0.0%	-	-		-	-		-	-	
Parks, Recreation & Comm. Services	10,483,281	9,230,161	88.0%	-	-		-	-		-	-		-	-	
Capital Improvement Transfer	936,500	-	0.0%	-	-		-	-		-	-		-	-	
Transfer to Debt Service Fund	609,000	-	0.0%	-	-		-	-		-	-		-	-	
Utilities - Operating	-	-		-	-		13,451,635	17,236,931	128.1%	13,006,620	9,136,365	70.2%	-	-	
Utilities - Capital Outlay	-	-		-	-		10,538,100	4,654,469	44.2%	3,272,500	1,786,799	54.6%	-	-	
Total Expenditures	\$ 89,015,073	\$ 66,085,169	74.2%	\$ 15,894,333	\$ 4,699,968	29.6%	\$ 23,989,735	\$ 21,891,400	91.3%	\$ 16,279,120	\$ 10,923,164	67.1%	\$ 5,309,082	\$ 3,267,710	61.5%

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

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CMO	11/3/2014	Joint Meeting Human Serv, MHB & HCDC: Human Services Funding	D	HS	Storlie	Replacing Regular Human Services Meeting
Admin Services	11/10/2014	2015 Budget Discussion		CC	Lyons	
Admin Services	11/10/2014	2014 Free Holiday Parking	B	APW	Lyons	
Admin Services	11/10/2014	Employee Health Premium Adjustment	B	APW	Lyons	
Public Works	11/10/2014	Sheridan Road Change Orders (2)	B	APW	Robinson	
Public Works	11/10/2014	Final Vehicle Purchase	B	APW	Robinson	
Public Works	11/10/2014	Civic Center Parking Lot Contract	B	APW	Robinson	
Public Works	11/10/2014	Ohara - Fleetwood Contract	B	APW	Robinson	
Utilities	11/10/2014	Computerized Maintenance Mgmt System	B	APW	Stoneback	
CD	11/10/2014	Safebuilt Contract	B	APW	Muenzer	
Admin Services	11/10/2014	Snow Towing Contracts	B	APW	Lyons	
Admin Services	11/10/2014	IMRF Agent	R	APW	Lyons	
CMO	11/10/2014	Divvy Grant Acceptance	R	APW	Bobkiewicz	
Library	11/10/2014	Lease for 2022 Central St.	O	APW	Danczak-Lyons	Intro & Action for Lush per Ald Grover
Law	11/10/2014	Liquor Ordinances Lush (2)	O	APW	Farrar	Intro & Action for Lush per Ald Grover
Law	11/10/2014	Liquor Class A	O	APW	Farrar	Introduction
Admin Services	11/10/2014	Surplus Distribution SW TIF	O	APW	Lyons	Introduction
Admin Services	11/10/2014	Parking Ewing & Noyes (2)	O	APW	Lyons	Introduction
CD	11/10/2014	Permit Fee Ordinance	O	APW	Muenzer	Introduction
Law	11/10/2014	Noise Ordinance	O	APW	Farrar	Introduction
Utilities	11/10/2014	Ord 137-O-14 Water Rate Increase	O	APW	Stoneback	Introduction
Public Works	11/10/2014	UP Viaducts	D	APW	Robinson	
Health	11/10/2014	Implementation of Clothing Box Licensing	D	APW	Thomas-Smith	
CMO	11/10/2014	Implementation of West Side Plan	P	PD	Bobkiewicz	(first item on agenda)
CMO	11/10/2014	Animal Board 501-c-3	B	HS	Bobkiewicz	
CD	11/10/2014	Citizen Participation Plan/NRSA Plan	R	HCDC	Muenzer	
CMO	11/10/2014	First Night Funding	B	EDC	Bobkiewicz	
Admin Services	11/10/2014	Exec Session		CC	Lyons	Workers Comp (or could be Nov 17)
CMO	11/17/2014	Mini-Abe Promotion	A	CC	Bobkiewicz	NSCVB; NU/Illini Game
Admin Services	11/17/2014	2015 Budget Discussion	SPB	CC	Lyons	Third Monday
Admin Services	11/17/2014	3rd Quarter Financial Report	SPB	CC	Lyons	

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CMO	11/17/2014	Bring your own bag (BYOB) campaign	P	CC	Bobkiewicz	
Public Works	11/17/2014	Snow Preview	P	APW	Robinson	
Public Works	11/17/2014	Paint Evanston Plows Awards	P	APW	Robinson	
Admin Services	11/17/2014	Exec Session		CC	Lyons	Workers Comp (if not 11/10)
Public Works	11/24/2014	Holiday Trash Announcement	A	CC	Robinson	
Utilities	11/24/2014	Water Treatment Chemicals	B	APW	Stoneback	
Admin Services	11/24/2014	2015 Budget Adoption	R	APW	Lyons	
Admin Services	11/24/2014	2014 Budget Amendment	R	APW	Lyons	
CD	11/24/2014	Plumbing Code Ordinance	O	APW	Muenzer	Introduction
Admin Services	11/24/2014	2014 Tax Levies Adoption	O	APW	Lyons	Action
CD	11/24/2014	604 Davis, Commercial Indoor Recreation in D2, The Barre Code	R	PD	Muenzer	
CD	11/24/2014	911 Foster, Type 2 Restaurant, Domino's Pizza	R	PD	Muenzer	
CD	11/24/2014	1513 Greenleaf, Single Family Residence in B1	R	PD	Muenzer	
Public Works	12/8/2014	Holiday Trash Announcement	A	CC	Robinson	
Utilities	12/8/2014	Debris and Leaf Material Hauling	B	APW	Stoneback	
Public Works	12/8/2014	Emerson/Ridge/GreenBay	B	APW	Robinson	
Admin Services	12/8/2014	Post Bond Issuance Compliance	B	APW	Lyons	
CMO	12/8/2014	Lease for New Police Outpost @ 741 Howard	B	A&PW	Bobkiewicz	
Admin Services	12/8/2014	2014 Tax Abatements	R	APW	Lyons	
Law	12/8/2014	Ord 113-O-14: 22 ounce containers for P-1 Lic	O	APW	Farrar	Introduction (Held in Committee 10.13.14)
Law	12/8/2014	Transportation Network Providers (Uber et al)	O	APW	Farrar	Introduction (Held in Committee 9.22.14)
CD	12/8/2014	1571 Maple Ave Mixed Use Planned Dev	O	PD	Muenzer	Introduction
CD	12/8/2014	Inclusionary Housing	O	PD	Muenzer	Action (Intro on 7/28/14; referred to subcomtte)
CD	12/8/2014	Site Development Allowances in oCSC District	O	PD	Muenzer	Introduction
CD	12/8/2014	Text Amendment for Active Uses in oCSC District	O	PD	Muenzer	Introduction
CD	12/8/2014	Ordinance Text Amendment: B-Districts/Office & Financial Institutions	O	PD	Muenzer	Introduction
CD	12/8/2014	2308 Main, Wholesale Establishment, Few Spirits	O	PD	Muenzer	Introduction
10/30/2014 4:38 PM	2015	Uniform Purchase Contract	B	APW	Robinson	2 of 3

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CMO/Law	2015	Authorize Sale/Lease Harley Clarke	O	APW	Bobkiewicz/Farrar	Introduction
Law	2015	Pedal Cab Regulations	O	APW	Farrar	Introduction
CD	2015	Reallocation of unspent CDBG funds	R	HCDC	Muenzer	
CD	2015	2015-2019 Consolidated Plan	R	HCDC	Muenzer	
CD	2015	2015 Action Plan	R	HCDC	Muenzer	

Council & Committee Meetings

Mon, Nov 3	6:00 PM	Human Services Funding Summit
Mon, Nov 10	6:00 PM	A&PW, P&D, City Council meetings
Mon, Nov 17	7:00 PM	City Council meeting
Tues, Nov 18	7:30 PM	Housing & Community Dev Act Ctte
Wed, Nov 19	6:00 PM	Transportation/Parking Committee
Wed, Nov 19	6:30 PM	M/W/EBE Advisory Committee
Wed, Nov 19	7:30 PM	Economic Development Committee
Fri, Nov 21	7:00 AM	Housing & Homelessness Commission
Mon, Nov 24	6:00 PM	A&PW, P&D, City Council meetings

Dept	Date	Item	Action	Committee	Staff	
Utilities	TBA	South Standpipe Painting	B	APW	Stoneback	
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		
Public Works	TBA	Ecology Center Greenhouse	B	APW	Robinson	
Law	TBA	Title 9 City Code Amendments	O		Farrar	(Introduced 1.27.14)
CD	TBA	Daycare on Howard St	O	PD	Muenzer	



Memorandum

To: Honorable Mayor and Members of the City Council
From: Lorrie Pearson, Planning and Zoning Administrator
Subject: Weekly Zoning Report
Date: October 31, 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.

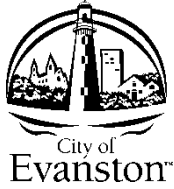
Zoning Weekly Update
Cases Received and Pending, October 24-30, 2014

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	1715 Chicago Avenue	Building Permit	Int./ext. remodeling (Evanston Place Apartments)	10/30/14	pending DAPR
1	1800 Sherman Avenue	Building Permit	Storefront removal/replacement to match existing (Northwestern)	10/30/14	pending DAPR
1	1900 Sherman Avenue	Building Permit	Misc. int./ext. remodeling (Housing Authority Apartments of Cook County)	10/30/14	DAPR 11/12/14
1	825 Noyes Street	Zoning Analysis	Construct two (2) 1-story additions (DD Dogs)	10/28/14	non-compliant
2	1815 Ridge Avenue	Zoning Analysis	Construct 9-story, 155 DU/mixed use building (Planned Development)	08/19/14	pending staff review
2	2008 Dempster Street	Building Permit	Int./Ext. remodel for new swim school (Go Fish Swim School)	10/23/14	pending DAPR
3	707 Chicago Avenue	Zoning Analysis	Determination of use - artist studio without a dwelling in a live/work space	10/03/14	pending Law review
4	1026 Davis Street	Building Permit	Construct 2-story building for type 1 restaurant (Taco Diablo)	10/16/14	DAPR 11/12/14
4	1029-1035 Davis Street	Building Permit	Construct 1-story addition over existing foundation and partial basement	10/02/14	pending add info from applicant
4	1108 Elmwood Avenue	Building Permit	Interior remodeling at SFR	10/27/14	compliant
4	1300 Church Street	Building Permit	Addition/renovation at existing SFR	10/30/14	pending staff review
4	1560 Oak Avenue	Building Permit	Miscellaneous ext. sidewalk revisions	10/23/14	pending DAPR
5	1822 Emerson Street	Building Permit	Construct 2-car detached garage at SFR.	10/27/14	compliant
5	2106 Jackson Avenue	Building Permit	Construct 2-car detached garage at 2-fam. Residence	10/29/14	compliant
6	2124 Lincolnwood Drive	Building Permit	Erect 6x6 posts/roof over front stoop at SFR	10/30/14	compliant
6	2140 Lincolnwood Drive	Building Permit	Construct 1-story addition at SFR	10/27/14	compliant
6	2307 Marcy Street	Building Permit	Remove/replace concrete walk w/ bluestone at SFR.	10/29/14	compliant
6	3301 Noyes Street	Zoning Analysis	Remodel attached garage into livable space and add parking pad in rear yard	10/22/14	pending staff review
7	1111 Noyes Street	Building Permit	Construct 2-car detached garage at SFR	10/27/14	non-compliant
7	2300 Noyes Court	Building Permit	Misc. int./ext. remodeling (Housing Authority Apartments of Cook County)	10/30/14	DAPR 11/12/14
7	2751 Ashland Avenue (formerly 1600 Isabella)	Building Permit	Int./ext. additions to NU Baseball Field	08/19/14	pending DAPR
8	128-130 Chicago Avenue	Building Permit	Interior/exterior remodeling for change of use (retail service use: U-Haul)	06/26/14	pending DAPR
8	1611 Dobson Street	Building Permit	Construct 1-car detached garage at SFR.	10/29/14	compliant
9	1201 Cleveland Street	Building Permit	Conduct misc. repairs to existing det. garage at SFR.	10/29/14	compliant
9	2014 Seward Street	Building Permit	Construct 2-car detached garage at SFR.	10/28/14	compliant
9	715 Madison Street	Building Permit	Remodel rear porch, new deck at SFR.	10/29/14	compliant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	1603 Orrington Avenue	Zoning Complaint	Illegal parking lot use (Chase Bank lot)	09/12/14	Violation Letter mailed 10/30/14
2	1513 Greenleaf Street	Special Use	Single Family Dwelling in the B1 District	10/08/14	ZBA 11/04/14
2	1804 Washington Street	Zoning Complaint	Automobile Repair establishment in residential district	09/16/14	Drive-by insp. Ongoing
2	2308 Main Street	Special Use	Wholesale Goods Establishment - Few Spirits	10/21/14	ZBA 11/18/14 & pending DAPR
4	1418 Greenleaf Street	Minor Variance	Impervious surface ratio to install paver patio	10/13/14	determination after 10/29/14
4	1596 Sherman Avenue	Substitution of Special Use	Type 2 Restaurant - Freshii (previously Argo Tea)	10/09/14	determination after 11/10/14
4	604 Davis Street	Special Use	Commercial Indoor Recreation (dance studio)	10/09/14	ZBA 11/04/14
5	1814 Hartrey Avenue	Zoning Complaint	Illegal dwelling unit	09/18/14	Violation Letter mailed 10/30/14
5	2045 Brown Avenue	Major Variance	47' building height for a dome at religious institution	09/18/14	ZBA 11/18/14
5	911 Foster Street	Special Use	Type 2 Restaurant - Domino's Pizza	10/10/14	ZBA 11/04/14
6	2333 Hastings Avenue	Minor Variance	Yard obstruction, new front porch	09/16/14	determination after 10/29/14
6	3146 Harrison Avenue	Major Variance	Building lot coverage, impervious, side setbacks for 1 story addition to SFR	09/08/14	ZBA 11/18/14
7	2213 Asbury Avenue	Minor Variance	Install fencing in front/street side yd of corner lot.	10/30/14	determination after 11/15
8	156 Asbury Avenue	Appeal	6' fence in the front yard (4' approved as minor variance)	10/07/14	ZBA 11/04/14
8	1909-1911 Howard Street	Special Use	Child Daycare facility	06/23/14	pending P&D
9	1211 Monroe Street	Minor Variance	building lot coverage to construct detached garage	10/13/14	determination after 10/29/14



Memorandum

To: Honorable Mayor and Members of the City Council

From: Mark Muenzer, Director of Community Development
Maleka Sumar, Management Analyst

Subject: Weekly Inspection Report

Date: October 31, 2014

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 847-448-8022 or mmuenzer@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update
Cases Received and Pending, October 27-30, 2014

Field Reports

Ward	Property Address	Type	Inspector notes	Received	Status
1	1515 Chicago Avenue	Monitoring	Layout for Caisson drilling has begun. All spoils scheduled to be trucked out have been removed from the site. Excavation is complete. Grade seems fairly even with no dust generation and no standing water. Catch baskets have been cleared of debris and fences are secure.	10/31/2014	Reinspection required
1	1611 Chicago Avenue	Monitoring	All construction areas are secured and separations are in place between the construction area and the sleeping rooms/dwellings. Work is progressing.	10/31/2014	Reinspection required
1	728 Lincoln Street	Monitoring	Site and fences are in good condition. Soil erosion reports current.	10/27/2014	Complies
2	1890 Maple Avenue	Complaint	Job site in good order. Storm catch baskets are being maintained. 8' construction fences have been ordered to replace existing 6' fence. Dust under control, but must be monitored. Curbs on north side are being demolished/replaced in kind. Traffic control is in place.	10/29/2014	Reinspection required
3	414-424 South Boulevard	Monitoring	No construction or auto repair activity.	10/27/2014	Reinspection required
4	1560 Oak Avenue	Monitoring	Site exterior in excellent condition. Interior work is progressing well.	10/27/2014	Complies
4	917 Greenleaf Street	Complaint	Job in good order. Mechanical, electrical, and plumbing is underway. Dumpster is in place, no trash accumulation, no dust, no site water runoff, and fences are secure.	10/29/2014	Reinspection required
7	2221 Grant Street	Electrical Rough	Work is ongoing. Site is clean and approved.	10/27/2014	Complies
7	2329 Brown Avenue	Complaint	Drywall scrap is piled in front/rear yard. General contractor instructed to move debris by 10/27. Failure to comply will result in a Stop Work Order.	10/27/2014	Reinspection required
8	1216-1226 Harvard Terrace	Monitoring	No Activity	10/29/2014	Complies



Memorandum

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

From: Mark Muenzer, Director of Community Development

Subject: October, 2014 Community Development Department Report

Date: October 31, 2014

Please find attached the Community Development Department report for the month of October. It is organized to include both divisions of the department and reports those activities, meetings and actions that have occurred in October, 2014 as well as activities and meetings that are scheduled at this date for November, 2014. The order of the report is as follows:

1. Planning and Zoning Division
2. Building and Inspection Services Division

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

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

PLANNING AND ZONING	Zoning Board of Appeals
October 2014 Meetings/Activities	October 7, 2014
	<p>1814 Central Street: Special use permit for a Type 2 Restaurant in the B1a District and oCSC, <i>Beth's Little Bake Shop</i>. Approved at 10/13/14 City Council meeting.</p>
	<p>2149 Sherman Avenue: Variance to retain an illegal dwelling unit (lot area per dwelling unit). Case withdrawn by applicant.</p>
	<p>812 Church Street: Special use permit for a Type 2 Restaurant in the D3 District, <i>800 Degrees</i>. Unanimous recommendation for approval with conditions. Scheduled for October 27 P&D.</p>
	<p>600 Davis Street: Special use permit for a Type 2 Restaurant in the D2 District, <i>Patisserie Coralie</i>. Unanimous recommendation for approval with conditions. Approved at 10/13/14 City Council meeting</p>
	October 23, 2014
	<p>3146 Harrison Street: Variances for a 2-story addition and deck: 60% building lot coverage where 30% is allowed, 1.1' interior side yard setback for the addition where 5' is required, 1.1' interior side yard setback for a deck where 3' is required. Case re-noticed for ZBA November 18th due to an error in the zoning analysis.</p>
	<p>715 Milburn Street: Variances for a 1-car detached garage: 1' rear yard setback where 3' is required, 4' distance between principal and accessory structures where 10' is required. Unanimously approved.</p>
	<p>1231 Hinman Avenue: Variances for a 2-story addition: 38% building lot coverage where 30% is allowed, 52% impervious surface coverage where 45% is allowed, 3' south interior side yard setback where 5' is required. Approved 5-1 with a maximum impervious surface coverage of 47%.</p>
	<p>2045 Brown Avenue: Variance for a dome at a religious institution – 44.1' peak height where 35' maximum is allowed. Case re-noticed for ZBA November 18th following clarification on the proposed height.</p>
November 2014 Meetings/Activities	November 4, 2014
	<p>1513 Greenleaf Street: Special Use for a Single Family Residence in the B1 District.</p>
	<p>911 Foster Street: Special Use for a Type 2 Restaurant in the B1 District, <i>Domino's Pizza</i>.</p>
	<p>156 Asbury Avenue: Appeal of a fence variance. Request for a 6' solid wood fence in the front yard and street side yard. Fence variance was approved for a 4' wrought-iron fence in the front yard and street side yard. Appeal to request a 6' wrought-iron fence.</p>
	<p>604 Davis Street: Special Use for Commercial Indoor Recreation in the D2 District, <i>The Barre Code</i>.</p>
	November 18, 2014
	<p>2045 Brown Avenue: Variance for a dome at a religious institution – 47.1' peak height where 35' maximum is allowed.</p>
	<p>3146 Harrison Street: Variances for a 2-story addition and deck: 2.5' east interior side yard setback for the addition where 5' is required, 1.6' west interior side yard setback for the addition where 5' is required, 2.5' interior side yard setback for a deck where 3' is required.</p>
	<p>2308 Main Street: Special Use for a Wholesale Goods Establishment in the C1 District, <i>Few Spirits</i>.</p>

<p>PLANNING AND ZONING</p>	<p>Plan Commission</p>
<p>October 2014 Meetings/Activities</p>	<p>October 8, 2014</p> <p>Planned Development – 1571 Maple Avenue 12-story (133.3-foot high) multiple-family building with 101 residential units, 3,696-square feet of commercial space, 13 open on-site parking spaces and 101 off-site parking spaces. The applicant seeks site development allowances for the number of dwelling units, building height, floor area ratio (FAR), number of on-site parking spaces provided, and building setbacks from the east, north, and northwest property lines. Per Applicant’s request, the petition was continued to November 5, 2014 Plan Commission meeting without any discussion.</p>
<p>November 2014 Meetings/Activities</p>	<p>November 5, 2014</p> <p>Planned Development – 1571 Maple Avenue (Continued from 10/8/2014) 12-story (133.3-foot high) multiple-family building with 101 residential units, 3,696-square feet of commercial space, 13 open on-site parking spaces and 101 off-site parking spaces. The applicant seeks site development allowances for the number of dwelling units, building height, floor area ratio (FAR), number of on-site parking spaces provided, and building setbacks from the east, north, and northwest property lines.</p> <p>November 12, 2014</p> <p>Zoning Ordinance Text Amendment – Changes to oCSC-Central Street Overlay District (Continued from 08/13/2014 and 09/10/2014) Staff is requesting approval of an amendment for modifications to the Central Street Overlay District including a modification to allow the City Council to consider Site Development Allowances in conjunction with Planned Development applications.</p> <p>Zoning Ordinance Text Amendment – Section 6-15-14-7; Active Ground Floor Uses in Central Street Overlay District Staff is requesting approval of an amendment to expand the list of allowable Active Ground Floor Uses in the Central Street Overlay District. The Zoning Committee unanimously recommended approval.</p> <p>Zoning Ordinance Text Amendment – Office and Financial Institution Uses in B1-Business and B2-Business Districts Staff is requesting approval of an amendment to allow office and financial institution uses on ground floors of properties in B1 and B2 districts with frontage along Dempster Street or Main Street as Special Use. The office and financial institution uses above the ground floor would continue to be allowed as permitted uses. The Zoning Committee unanimously recommended approval.</p>
<p>PLANNING AND ZONING</p>	<p>Comp Plan Committee of the Plan Commission</p>
<p>October 2014 Meetings/Activities</p>	<p>October, 2014</p> <p>There was no Comprehensive Plan Committee meeting scheduled in October.</p>
<p>November 2014 Meetings/Activities</p>	<p>November, 2014</p> <p>There is no Comprehensive Plan Committee meeting scheduled for November.</p>

PLANNING AND ZONING	Zoning Committee of the Plan Commission
October 2014 Meetings/Activities	October 15, 2014
	<p>Zoning Ordinance Text Amendment – Office and Financial Institution Uses in B1-Business and B2-Business Districts Staff is requesting approval of an amendment to the Zoning Ordinance to allow office and financial institution uses on ground floors of properties in B1 and B2 districts with frontage along Dempster Street or Main Street as Special Use. The office and financial institution uses above the ground floor would continue to be allowed as permitted uses. The Zoning Committee unanimously recommended approval.</p>
	<p>Zoning Ordinance Text Amendment – Section 6-15-14-7; Active Ground Floor Uses in Central Street Overlay District Staff requested approval of an amendment to the Zoning Ordinance to expand the list of allowable Active Ground Floor Uses in the Central Street Overlay District. The Zoning Committee unanimously recommended approval.</p>
November 2014 Meetings/Activities	<p style="text-align: center;">November 19, 2014</p> <p>Meeting cancelled due to lack of agenda items.</p>
PLANNING AND ZONING	Rules Committee of the Plan Commission
October 2014 Meetings/Activities	October 31, 2014
	<p>Administrative Rules and Procedures of the Plan Commission – The Committee will review the draft of the new Administrative Rules and Procedures for the Plan Commission</p>
November 2014 Meetings/Activities	<p style="text-align: center;">November, 2014</p> <p>At this time, there is no Rules Committee of the Plan Commission meeting scheduled in November.</p>
PLANNING AND ZONING	Preservation Commission
October 2014 Meetings/Activities	October 21, 2014
	<p>323 Hamilton Street (LSHD) – Bill McDowell, applicant. Install two 4’x’8’ solar thermal panels on south facing roof. [Alteration]. <i>Tabled to November 18, 2014.</i></p>
	<p>120 Dempster Street (LSHD) – DonnaLee Floeter, applicant. A permit has been already obtained to construct an attic addition, 2-story addition at rear and a new front porch. This application is submitted to show modifications to the front (north) elevation and rear (south) elevations which will be added to the existing permit. <i>Tabled to November 18, 2014.</i></p>
	<p>1610 Ashland Avenue (RHD) – Simon Goldbroch, owner. Replace 11 windows like for like throughout the house. Enlarge one window opening. [Alteration] <i>Approved for administrative review.</i></p>
	<p>711 Colfax Street (NEHD) – Jesus Serrato, applicant. New single family home with detached garage/coach house. Exterior shake/cedar siding and brick with gable roofs. New fence at the perimeter. <i>Approved as revised</i></p>
	<p>707 Colfax Street (NEHD) – Jesus Serrato, applicant. New single family home with detached garage/coach house. Exterior cedar siding with gable main roof, and hip roof over front porch. New fence at the perimeter. <i>Approved as revised.</i></p> <p>1040 Michigan Avenue (NEHD) – Catherine Hales, applicant. Demolish existing frame garage and build a wood frame 2-car detached garage on the existing concrete slab. <i>Approved administratively.</i></p>

October 2014 Meetings/Activities (continued)	616 Noyes Street (NEHD) – Anne McGuire, applicant. Replace elevated front yard patio with a ramp for accessibility in addition to providing new stairs to both front entrance doors. To make the building accessible the entire front patio will be raised to the first floor level and the non-original airlock at the front door will be removed. <i>Approved.</i>
	736 Michigan Avenue (LSHD) – Rachel Chiss, applicant. Second floor addition to existing single story construction at the rear of the residence. Zoning variance: The proposed 2nd story addition requires a five foot (5') setback from the property line. The proposed setback is 3.4'. <i>Approved. Zoning Variation recommended.</i>
	1300 Church Street (RHD) – Nathan Kipnis, applicant. Two-story addition to the east side and south rear elevations. Expand the existing home to include a new kitchen, breakfast area, & mudroom on the first floor. The first floor will also have a screened in porch, outdoor deck and permeable pavers for a car turn around. On the second floor there will be a new master bedroom, closets and master bath. <i>Approved.</i>
November 2014 Meetings/Activities	November 21, 2014
	1013 Judson Avenue (LSHD) – Replace 13 windows on coach house.
	1140 Hinman Avenue (LSHD) Cinda Berry, applicant. Demolish existing garage, construct new 2-car detached garage. Replace windows on the front elevation.
Preservation Projects Approved by Staff	Staff Review – October 2014
	2110 Orrington Avenue (NEHD) New concrete walkway on the front yard, blue stone patio at rear of house. Krugel stone steps at north side yard and parking pad with permeable concrete pavers on the north side of garage.
	1225 Forest Avenue (L/LSHD) Repair slate roof. If repair is not possible, replace existing slate roof with synthetic slate roofing tiles.
	1201 Sheridan Road (L/LSHD) Repair/restore existing north garden wall (7'-10" H x 95'-0" L) reusing existing brick whenever possible. Retain brick pattern and existing building materials (limestone cap and base).
	100 Dempster Street (LSHD) Construct 1-story addition to front façade; construct 1-1/2 rear addition. The front addition requires a twenty-seven feet (27') setback from the front property line. Proposed = 21.75'. The rear addition requires a thirty foot (30') setback from the rear property line. Proposed = 26.6' Permit Plans
	746 Forest Avenue (LSHD) New clay brick/bluestone front walkway, brick/gravel garden walkway, arbor at fence.
	1316 Elmwood Avenue (L) Replace existing solid wood fence (stockade panel) 6'H x 40'L along the east property line (same location as the existing fence - from approximately half the distance of the lot towards the rear north property line.
	1109 Grove Street (RHD) Replace existing solid wood fence (stockade panel) 6'H x 40'L along the east property line (same location as the existing fence - from approximately half the distance of the lot towards the rear north property line.
	941 Ridge Avenue (RHD) Coach house: Tear off and remove existing shingles. Install ice and water shield, roofing felt, and Timberline HD shingles. On the back balcony, install GAF modified roofing modified membrane.
	2865 Sheridan Place Coach house roofing: Replace the entire roofing material with the same materials and color as currently exists (3 tab, 30 year asphalt shingles). Main house roofing: Replace the roofing material over the lower west and east wings of the main house - porte cochere (west) and sun room (east) with the same materials and color as currently exists (3 tab, 30 year, asphalt shingles).
	814 South Blvd (L) Replace existing asphalt shingles on house roof with Timberline life time asphalt shingles. Remove and reset gutters.
	416 Greenwood Street (L/LSHD) Tear off existing asphalt shingles on house roof. Install ice shield and 30-year architectural shingles.

Preservation Projects Approved by Staff (continued)	120 Dempster Street (LSHD) Revised rear and side elevations from previously approved rear one-story addition to two-story addition.
	1212 Croft Lane (RHD) Replace front door and storm/screen door. All exterior trim for door and screen door will match existing trim as much as possible (dimensions and profile).
	1601 Wesley Avenue (L/RHD) Grind and re-point chimney. Muriatic wash to match existing (match grout/mortar to existing).
	1242 Asbury Avenue (RHD) Remove existing wooden stepped walkway and replace it with 42" concrete pathway at grade level to accommodate wheelchair access. Following same orientation and location of existing walkway.
	2810 Thayer Street (L) Remove lookout dormer from the northeast corner of main roof. Replace roof shingles and downspouts.
	328 Wesley Avenue (L) Replace damaged brick and four damaged lintels on the first floor windows (southeast corner).
	903 Monroe Street (L) Tear off existing asphalt shingle roof on house and replace in kind. Remove defunct service chimney.
	1115 Seward Street (L) Replace 7 existing wood windows with true divided lights (3 east, 2 south, 2 west) - 5 of the windows are on the first floor living room; 1 east side entry; 1 east side stairs to 2nd floor.
	2235 Sherman Avenue (L/NEHD) Permit plans approved with revisions to coach house exterior finish being brick and stucco to match the finish materials on house.
	2135 Sherman Avenue (NEHD) Tear off existing 3-tab asphalt shingles from house roof and replace with architectural asphalt shingles.
	828 Colfax Street (NEHD) Replace existing chain link fence along the west property line with new steel fence 4' H. Replace existing wood picket fence along the east property line with a new 4' H board on board wood fence and increasing its height to 5' and 6' on the interior east side yard to the south east corner of the house.
	1231 Hinman Avenue (L/LSHD) 9/16/2014 Preservation Commission approved COA for the 2-story rear addition & recommended approval of the proposed zoning variations as submitted. It also approved the COA for the demolition of the existing rear addition. COA issued
	1222 Greenwood Street (RHD) Replace existing wood fence along the rear south and side east property lines with new stockade wood fence (6' H x 158' Linear)
	1420 Maple Avenue (RHD) Install a 25' high flagpole in the front side of the building (near the southeast corner of lot)
	2306 Orrington Avenue (NEHD) Rehabilitate coach house. COA issued.
	1512 Forest Avenue (LSHD) Tear off roofing on flat roof and install modified bitumen roofing system.
	1332 Forest Avenue (L/LSHD) Tear off asphalt shingles from south side porch and install new GAF Timberline shingles to match the existing shingle on the main roof.
522 Forest (LSHD) Replace basement double hung wood window on the north elevation with new double hung wood window (shorter in height to be above grade).	
1229 Ridge Avenue (RHD) Remove all layers of existing asphalt shingles. Install same 3 tab shingles to match existing GAF shingles.	
1420 Maple Avenue (RHD) Install a 25' high flagpole in the front side of the building (near the southeast corner of lot)	
2115 Lincoln Street (L) Replace below grade basement wood windows with glass block and vinyl vent (not visible from public way). Repoint exterior brick as needed with lime base mortar to match original mortar in composition and texture.	

PLANNING AND ZONING	APPROVED & ACTIVE PLANNED DEVELOPMENTS
1890 Maple/1881 Oak	The development of 356 residential rental units is under construction with a full building permit.
North Shore Residence/ The Merion 1611 Chicago Ave	Renovations in the existing structure are ongoing. The full building permit for the 8-story addition has been issued; construction is ongoing.
1515 Chicago Ave- Hyatt House Extended Stay Hotel	The 8-story 114-room hotel with 33 on-site parking spaces was approved by the City Council on April 28, 2014. The permit for foundation work only was issued in late September 2014.
Church St. Village 1629-1691 Church St.	On 08/11/2014, the applicant received an extension to complete the 13 unfinished units in Buildings 2 and 3 and to obtain a building permit for the construction of the last eight-unit Building 1 no later than 08/11/2015. The applicant must complete construction by 08/11/17.
2454 Oakton St. – Sports Dome	The indoor recreation facility (multi-sports dome) was approved by City Council on August 11, 2014.

HOUSING & GRANTS	Housing & Community Development Act Committee
October 2014 Meetings/Activities	October 21, 2014
	The Housing & Community Development Act Committee held a public hearing for input on the draft 2015-2019 Consolidated Plan and 2015 Action Plan at its meeting on October 21; no input was received. The Committee unanimously approved the Consolidated Plan and Action Plan, however, these plans will be held until HUD releases 2015 grant amounts, following guidance from HUD. The committee voted unanimously to recommend approval of the Citizen Participation Plan and Neighborhood Revitalization Strategy Area Plan that are included in the 2015-2019 Consolidated Plan to City Council at its November 10 meeting. Both will be submitted to HUD by November 15 in order to be in effect when 2015 grant amounts are received. In addition, unspent CDBG funds in the amount of \$31,638 were reallocated to the Pitner/Dempster Sidewalk Project, replacing CIP funds in that project.
November 2014 Meetings/Activities	November 18, 2014
	Members of the committee are invited to participate in the joint meeting of the Human Services Committee, Mental Health Board and Housing & Community Development Act Committee on November 3. The agenda for the November 18 meeting of the Housing & Community Development Act Committee has not been finalized; there are currently no items that require action by the committee so the meeting may be canceled.

HOUSING & GRANTS	Housing and Homelessness Commission
October 2014 Meetings/Activities	October 24, 2014
	The regularly scheduled HHC meeting for Oct 24 was moved to October 28 for an Affordable Housing Tour. The group visited 6 properties that have recently been rehabbed with HOME funds.
November 2014 Meetings/Activities	November 21, 2014
	Agenda has not been determined at this time. The group will discuss working group assignments.

HOUSING & GRANTS	NSP 2
NSP2 Properties	<p>619 Case Place #1 went under contract in September; 713 Mulford is currently listed without an offer. Due to low inventory, registration for the homebuyer program was closed; a list of additional interested parties is being maintained until all properties are sold. Potential buyers with contracts on homes have completed homebuyer counseling. Homebuyer counseling will be provided on a one-on-one basis for additional buyers as needed.</p> <p>The wait lists for Emerson Square and LiveEvanston scattered site rentals are currently closed. Wait lists for scattered site units may be opened in the months ahead for some unit sizes, depending on lease renewals.</p>
Rehabilitation/Clearance Work	<p>Site remediation work to clean up contamination at 2113 Dewey following the demolition of the blighted residential structure on that site has been completed; information will be submitted to the IEPA in order to get a No Final Remediation letter. Disposition of the cleared site will be determined before program closeout. Rehab of 241 Callan, a five unit rental property, is expected to be complete by fall. Work includes roofing, minor interior work and improvements to landscaping and parking. The building was occupied when foreclosed upon and the tenants were retained when purchased with NSP2.</p>
Emerson Square	<p>City staff conducted a field inspection on September 5. Punch list items have been completed and the street and park will be dedicated to the city following final approval by Public Works and Utilities.</p>
Land Banked Properties	<p>Five residential properties that were acquired as foreclosures have been demolished due to their deteriorated condition; because there are insufficient funds to redevelop them at this time, four properties may be land banked for up to 10 years. One property, 1941 Jackson Ave, is being redeveloped through a Development & Affordable Housing Agreement with ETHS & Community Partners for Affordable Housing. The general contractor expects to complete all remaining work and obtain a certificate of occupancy in November 2014. The completed house will be sold to an income eligible household by CPAH. Priority is being given to ETHS and City of Evanston employees who meet the income restrictions to purchase the home.</p>

BUILDING & INSPECTION SERVICES		Permit Application Status		
Ward	Property Address	Project Description	Received	Status
1	1619 Chicago	North Shore Residences -- eight story addition	3/4/14	Approved
1	1737 Sherman	Blaze Pizza – Interior remodel	8/27/14	Approved
1	1710 Orrington	Orrington Hotel – Interior renovation 1 st floor, lobby and restaurant	9/29/14	Approved
1	1613 Sherman	Doc Popcorn- Interior remodel	8/25/14	Approved
1	1800 Sherman	NU office – Storefront revisions	10/15/14	Under Review
2	2008 Dempster	Goldfish Swim School – Interior remodel, structural changes	10/17/14	Under Review
2	1968 Dempster	Panino's – Pizza oven, remodeling	9/29/14	Approved
2	912 Pitner	Interior remodeling	10/21/14	Under Review
3	910 Hinman	7 Unit residential building	8/4/14	Under Review
3	635 Chicago	Hunan Spring – Adding additional interior dining area	7/30/14	Approved
4	1102-1104 Davis	Interior remodel – Office	9/17/14	Approved
4	604 Davis – Unit #1	Interior Remodel – interior recreation	10/1/14	Under Review
4	1501 Sherman	Remodel 1st and 2nd floors of existing hotel	12/27/13	Under Review
4	1000 Grove	McGaw YMCA – 1 st floor remodel	9/18/14	Approved
4	1029 Davis	New Building – 5 Retail spaces	9/30/14	Under Review
4	1026 Davis	New Building – Restaurants	10/13/14	Under review
5	2045 Brown	Bangladesh Islamic Mosque – Exterior and interior revisions	8/7/14	Under Review
5	1019 Simpson	New coach house – Foundation only	8/11/14	Approved
5	2114 Jackson	Interior remodel – Indoor recreation	9/18/14	Under Review
7	2751 Ashland	Rocky Miller Stadium – New press box, bleacher and support structures.	8/5/14	Under Review
7	2311 Campus	Interior build out – “The Garage”	10/2/14	Under Review
7	2650 Ridge	Evanston Hospital – Emergency room and office suite remodeling	10/7/14	Under Review
7	1860 Campus	Kresge Hall – Interior/exterior demolition	8/12/14	Approved
8	128-132 Chicago	U-Haul Truck Rental – Interior and exterior remodeling	6/23/14	Under Review
8	2485 Howard	Jewel/Osco – Interior remodeling – revision to approved plans	10/13/14	Under Review

BUILDING & INSPECTION SERVICES		Housing Rehabilitation
Ward	Address	Status
2	1710 Lake	Single-Family Rehab Application sent on 10/24/2014
2	2216 Greenwood	Multi-Family Rehab Application sent on 9/29/2014
2	1709 Lake	Tree Removal Application sent on 9/29/2014
2	1802 Greenleaf	Completed – 1 Unit
5	1911 Hartrey	Payoff Letter Requested
5	1738 Hovland	Single-Family Rehab Application sent on 10/01/2014
5	1720 Grey	Out to Bid – 1 Unit – November start date
8	1227 Mulford	Subordination Approved – Awaiting closing documents from Lender
8	1428 Dobson	Work in progress – 1 Unit
8	132 – 136 Ridge	Multi-Family Rehab - 6 Units – Completed
8	957 – 959 Dobson	Multi-Family Rehab – 6 Units – Completed
8	961 – 963 Dobson	Multi-Family Rehab – 6 Units – Completed
8	1823 – 1831 Brummel	Patricia Lloyd Townhomes – Out to Bid – 5 Units – November start date
9	1626 Main	Single Family Rehab – Underwriting Complete – Client not approved for Rehab loan
9	1633 Monroe	Multi-Family Rehab Application emailed on 10/20/2014
9	1502 ½ South Blvd	Payoff Letter Requested

BUILDING & INSPECTION SERVICES	Sign Review and Appeals Board
October 2014 Meetings/Activities	October 9, 2014
	Meeting cancelled: No items for consideration.
November 2014 Meetings/Activities	November 13, 2014
	No Items for consideration at this time.

BUILDING & INSPECTION SERVICES		New Business Application Status		
Ward	Property Address	Business Name	Received	Status
1	1710 Sherman Ave.	Mattress Firm, Inc.	9/25/2014	General Business License issued 10/24/2014
2	2401 Lee St.	Lupe's Lawn Service	07/07/2014	Awaiting Home Occupation Application from owner
3	707 Chicago Ave.	Sidetracked Studio, LLC	9/26/2014	Application received
3	727 Chicago Ave.	Tu Tu & Co.	9/30/2014	Under review by Planning and Zoning
3	707 Chicago Ave.	Sidetracked Studio, LLC	9/26/2014	Under review by Planning and Zoning
3	1303 Chicago Ave.	Studio Armadi, LLC	11/20/2013	Build-out underway
4	1042 Ashland Ave.	Century Lawn Care Co.	5/31/2014	Under review by Planning and Zoning
4	1017 Davis St.	Tier One Training Center, Inc.	06/25/2014	General Business License issued 10/22/2014
5	2114 Jackson Ave.	Precision Multisport	05/20/2014	Build-out in underway
6	2787 Gross Point Rd.	Bob's Tree Farm Xmas Trees	10/06/2014	Under review in Planning and Zoning
6	2521 Gross Point Rd.	MEP Infrastructure Solutions, Inc.	9/16/2014	General Business License issued 10/17/2014
7	2104 Central St.	Sparkle Cleaners of Evanston	08/25/2014	Electrical permit #14ELEC-0279 issued to complete work
7	2650 Green Bay Rd.	Cars of America, Inc.	9/11/2014	General Business License issued 10/17/2014
8	2289 Howard St.	Wells Fargo Advisors, LLC	10/08/2014	Application returned; regulated by the federal government and does not require a municipal license
N/A	N/A	R. Montoya, Inc.	08/08/2014	Waiting on payment of fees
N/A	N/A	VCSF Auto Leasing Company	9/26/2014	Application returned; no physical so license not required
N/A	N/A	Harry Dye	10/22/2014	Peddler's License issued 10/22/2014
N/A	Peddler's License	John K. Yablon	9/30/2014	Peddler's License issued 9/30/2014
N/A	Peddler's License	Byron R. Yablon	9/30/2014	Peddler's License issued 9/30/2014



DATE: October 31, 2014

TO: Wally Bobkiewicz, City Manager

FROM: Mark Muenzer, Director of Community Development
Maleka Sumar, Management Analyst

SUBJECT: Building Permit & Construction Value Financial Report for October 2014

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of October 2014	\$ 447,020
Total Permit Fees Collected Fiscal Year to Date October 2014	\$ 8,094,962
Total Permit fees Collected for the Month of October 2013	\$ 296,939
Total Permit Fees Collected Fiscal Year to Date October 2013	\$ 4,406,377

CONSTRUCTION VALUES

TOTAL CONSTRUCTION VALUE FOR OCTOBER 2014	\$ 33,041,744
TOTAL CONSTRUCTION VALUE FISCAL YTD DATE OCTOBER 2014	\$ 460,831,084
TOTAL CONSTRUCTION VALUE FOR OCTOBER 2013	\$ 17,121,789
TOTAL CONSTRUCTION VALUE FISCAL YTD OCTOBER 2013	\$ 226,793,467



Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Nyden, Economic Development Division Manager

Subject: Monthly Economic Development Report for October 2014

Date: October 31, 2014

Discussion

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

NOVEMBER 2014 UPCOMING MEETINGS & EVENTS

Economic Development Committee	The next regularly scheduled meeting of the Economic Development Committee will be Wednesday, November 19, 2014 at 7:30 pm in City Council Chambers of the Civic Center. The October Economic Development Committee meeting was cancelled due to lack of quorum.
Howard Street Business Association	The next Association meeting will be held on November 11, 2014.
Evanston West Village Business Assoc. (EWWBA)	The next Association meeting will be held in November.
WestEnd Business Association	The last association meeting was held on October 28, 2014. The next meeting is TBD in November 2014.
Central Evanston Business Association (CEBA)	Businesses in area bound by McCormick to Green Bay/Simpson to Church have formed a business association. Their next meeting is scheduled November 5 th at 9:30AM.
Business District Head Meeting	This is a meeting of key representatives from Evanston’s business and merchant groups. The next meeting will be held on November 18, 2014.
Joint Review Board	The Joint Review Board convened on October 29, 2014 at 10:00a to review the 2013 annual TIF reports. The reports were accepted by the members present. The next meeting of the Joint Review Board will be in the fourth quarter of 2015. More information on this meeting can be found here: http://www.cityofevanston.org/government/boards-committees/joint-review-board/index.php

On-Going Activities

Health and Wellness Initiative	The next meeting of the Health & Wellness working group will be 1 st quarter 2015.
New Business Openings, Expansion, and/or Relocations – Sept/Oct 2014	Stone Porch (300 Church Street); Patisserie Coralie (600 Davis Street); Mattress Firm (1710 Sherman Avenue); Sparkle Cleaners of Evanston (2104 Central Street); Starbucks (1901 Dempster Street); Feast & Imbibe (1601 Simpson Street); YoFresh Yogurt Café (635 Chicago Avenue); C&W Market and Ice Cream Parlor (1901 Church Street); Give Me A Break Salon & Spa (1906 Main Street/846 Dodge Avenue); Jan’s Antiques (2002 Dempster Street).
Marketing	Staff continues to utilize evanstonedge.com to feature local businesses, and also comprehensive twitter, linked in, Pinterest and Facebook strategies.
Technology/ Entrepreneurship /Innovation Events	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>Staff continues its outreach to individual growth companies and entrepreneurs to determine ways in which the city can support the start-up climate in Evanston.</p> <p>Staff has supported / co-hosted several RISE! events. RISE! is Evanston’s high growth company CEO peer-to-peer network.</p> <p>Staff has begun adding Evanston-based startups to the builtinchicago.org digital startup community to raise the profile of Evanston’s startup community. http://www.builtinchicago.org/companies/map-chicago-startups</p> <p>Evanston Entrepreneurship Week is scheduled November 17th – 23rd in conjunction with Global Entrepreneurship Week. Key events include Evanston Edge Startup Showcase featuring startup business pitches and a review panel, and Ladies Who Launch – a daylong event focused on women entrepreneurship. www.evanstonentrepreneur.com</p>
<p>Small Business Assistance</p>	<p>Economic Development staff continues to work with existing businesses, assisting them in pursuing physical upgrades and expansions, facilitating them through the various permitting processes, etc. Staff is also working with several new small businesses ranging from cafes and restaurants to retailers, small office users and entertainment uses. Since the start of 2014, staff has worked with 67 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. Discussions are expected to continue at the November EDC meeting.</p>
<p>Façade Improvement Program</p>	<p>Staff continues to meet and work with other businesses interested in the program. Recently approved projects include Bucephalus Bikes, Just Turkey, Homestead Meats, Fitness Avenues, Give Me A Break Hair & Spa, and Campus Gear. Inquiries have been received which staff expects to have applications for over the next several 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 the November Economic Development Committee meeting. See above.</p>
<p>Vacancy Rates</p>	<p>Vacancy rates as of 3rd Quarter 2014 are:</p> <p>9.0% for office 8.3% for industrial 10.3% for retail/restaurant spaces</p>
<p>Great Merchant Grant Program</p>	<p>Revisions to the program were approved at the June 23, 2014 City Council meeting. A total of nine commercial districts have been approved for funding in the 2014 cycle. Staff will begin accepting applications for the 2015 cycle in November for December consideration at Economic Development Committee.</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	A real estate ownership group of Valli Produce purchased the property for \$16 million in Sept. 2014. The ownership group is working to re-tenant the shopping center.	N/A	212,373	Valli Produce subleased the former Dominick's space and on September 18 th , closed on purchase of the Evanston Plaza Center. TIF Redevelopment Agreement forthcoming. There are currently 8 years remaining on the lease at Evanston Plaza. Valli Produce is preparing an application for TIF Funding.
Asbury/ Oakton	Little Beans, a play café for children, is working to open a space at 430 Asbury. This would be the second location in addition to a Chicago location.	14,000	19,000	Little Beans Café has completed the special use process with the City for a café and drive-thru. Little Beans was approved for additional funding on September 22, 2014. They expect to be open in January 2015.
Chicago/ Main	Staff has worked with developer to create a mixed-use office/retail development.	90,000	30,424	The City Council approved this Planned Development at its 7/28/2014 meeting. City Council also approved a \$2.9 million from the developer on Sept. 22, 2014. Staff is working with developer to finalize agreement and execute. Groundbreaking is expected in February 2015.
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.
727-729 Howard Street/721-723 Howard Street/717 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	Staff is working to reformulate plans for moving forward with properties. Staff is developing RFP for 717 Howard Street demolition.

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.
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	Leases have been signed for 10 Mile Ale House (formerly known as Wood Shed) restaurant for the space at the corner of Central Street and Eastwood Avenue as well as a Coldwell Banker 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	Construction is underway at both properties. Anticipated completion of Hartrey projects is mid-2015; Fiat dealership at 1034 Chicago Avenue is open for business.

**2014/2013 Economic Development Committee Recommended for Approval Project Tracker
(Projects approved by EDC/City Council within the last 12 months)**

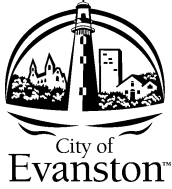
Project Name	Status	Meeting Dates	Funds Invested	Summary of Project	Latest Update	Completion Date
835 Chicago Avenue	Active – City Council Approved	EDC: 9/17/2014 CC: 9/22/2014	\$2,900,000	Funding for TIF eligible expenses to reduce financial gap for office component of mixed-use building.	Working to complete; groundbreaking will commence in February 2016.	4Q2016
Little Beans Café	Active – City Council Approved	EDC: 9/17/2014 CC: 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	1Q2015
Campus Gear (1720 Sherman Avenue)	Active –Project In Progress	EDC: 7/9/2014 CC: 8/11/2014	\$10,000	Façade Improvement Project to install new signage and place new façade on new store space.	Submission approved by City Council on August 11 th . Working to complete project. Requesting extension	4Q2014
<i>Fitness Avenues (1910 Main Street)</i>	<i>Active –Project Complete</i>	<i>EDC: 7/9/2014 CC:7/28/2014</i>	<i>\$1,890</i>	<i>Façade Improvement</i>	<i>Project Complete and ribbon cutting held August 6, 2014</i>	<i>3Q2014</i>
Davis Transportation Loan	Active – City Council Approved	EDC: 7/9/2014 CC: 8/11/2014	\$140,000	Loan for working capital and equipment for bus company.	Staff finalized agreements. Payment due in 2015.	4Q2014

<i>Just Turkey Façade (2430 Main St.)</i>	<i>Closed – Project Complete</i>	<i>EDC: 2/19/2014 CC: 3/10/2014</i>	<i>\$2,090</i>	<i>Seeking façade improvement funds for signage at 2430 Main Street for new business.</i>	<i>Now Open</i>	<i>1Q2014</i>
<i>Autobarn (Chicago/Hartrey Ave.)</i>	<i>Active – City Council approved</i>	<i>EDC: 8/7/2013; 2/19/2014; 5/28/2014 CC:8/11/2014</i>	<i>\$2.5M</i>	<i>Seeking TIF assistance for build-out at 222 Hartrey, 7B support to Cook County Assessor, and extension of Sales Tax Sharing Agreement</i>	<i>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.</i>	<i>1Q2015</i>
<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>
<i>1801 Dempster Façade</i>	<i>Closed – Property owner does not have available funds at this time to complete façade project.</i>	<i>EDC 10/23/2013 CC: 11/25/2013</i>	<i>\$15,185</i>	<i>Renovate 10/23 façade</i>	<i>Property owner does not have available funds at this time to complete façade project.</i>	<i>NA</i>
<i>FEW Spirits (918 Chicago Ave.)</i>	<i>Closed – Loan is funded and project is complete.</i>	<i>EDC: 10/23/2013 CC: 6/23/2014</i>	<i>\$250,000</i>	<i>Loan for purchase of new equipment for additional bottling line for distillery and working capital.</i>	<i>Loan is funded.</i>	<i>2Q2014</i>
<i>Curt's Café (2922 Central St.)</i>	<i>Active – City Council Approved</i>	<i>EDC: 9/25/2013 CC: 10/14/2013</i>	<i>\$21,000</i>	<i>Reimbursement for up to seven Evanston resident participants who are placed in jobs.</i>	<i>Curt's Café continues training program.</i>	<i>3Q2014</i>
<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</i>	<i>3Q2014</i>

					meeting. Quarterly report to be submitted with EDC packet for July 9th	
<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>Dempster/Chicago Special Service Area</i>	<i>Active – Project in Progress</i>	<i>EDC: 4/29/2014 CC: NA</i>	<i>TBD</i>	<i>Chicago/Dempster and Main/Chicago merchants came to Economic Development Committee seeking funding for larger special service area for merchant districts.</i>	<i>City has retained consultant to work on project.</i>	<i>2015</i>
<i>Relocation of Police Outpost</i>	<i>Active – Project in Progress</i>	<i>EDC: 4/29/2014 CC: NA</i>	<i>TBD</i>	<i>Staff is actively working to identify locations for relocation and consider opportunities for lease for the Howard Street police sub-station.</i>	<i>Staff working to determine best options for relocation.</i>	<i>4Q2014</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>

SUMMARY OF CURRENT LOANS (AS OF OCTOBER 2014)

Borrower	Date Loan Funded	Total Loan Amount	Current Monthly Payment	Total Amount Paid	Balance in Arrears	Remaining Balance to be Paid	Date Loan Terminates
<i>Corrado Cutlery 716 Main St.</i>	1.25.12	\$31,500.00	\$437.50	\$13,125.00	\$0.00	\$2,625.00 If borrower complies with all loan agreements \$13,125.00* If borrower does not comply	4.1.15
<i>Ward Eight 629-631 Howard St.</i>	3.15.12	\$362,650.00	\$2,000.00	\$44,472.01	\$0.00	\$322,650.00	Not Applicable ¹
<i>Ward Eight 629 Howard St.</i>	3.15.12	\$130,000.00	\$1,316.19	\$28,956.18	\$0.00	\$110,059.76	12.1.22
<i>Chicken & Waffles 2424 Dempster St.</i>	10.1.12	\$200,000.00	\$1,404.17	\$24,619.28* (\$18,015.00 Interest/ \$6,604.28 Principal)	(\$11,889.14)	*\$199,972.23 (includes accrued and unpaid interest)	10.1.32
<i>NomadDreams LLC 1818 Dempster St.</i>	10.22.12	\$100,000.00	\$395.83	\$104,220.02	\$0.00	\$0.00	Closed
<i>Peckish Pig 623 Howard St.</i>	3.18.13	\$675,000.00	\$5,500.00	\$5,500.00	\$0.00	\$669,500.00	Not Applicable ²
<i>Curt's Café 2922 Central St.</i>	5.11.14	\$15,000.00	\$0, payments start May 11, 2015	\$5,500.00	\$0.00	\$9,500.00	4.11.17
<i>FEW Spirits 918 Chicago Ave.</i>	6.27.14	\$250,000.00	\$2,775.51	\$5,551.02	\$0.00	\$246,941.35	8.30.24
<i>Davis Street Transportation 1040 Wesley Ave.</i>	10.1.14	\$140,000.00	\$3,287.90	\$0.00 Payment starts January 10, 2015	\$0.00	\$140,000.00	12.31.18



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: October 31, 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
4	Bangers & Lace	810 Grove Street	C-1	Restaurant (alcoholic liquor)	11am-2am (Sun-Wed.); 11am-3 am (Thu-Sat)	08/22/14	Pending City Council Approval
6	CVS (Central Street)	3333 Central Street	F	Grocery Store (alcoholic liquor)	8am – 10pm (Mon-Sun)	08/26/14	Held in APW
7	Lush Wine and Spirits	2022 Central Street	I	Restaurant/packaged goods store	8am – 12 am (Mon-Sun)	10/09/14	Pending City Council Approval

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 OCTOBER 31, 2014

BOO!! Happy Halloween!

Mark Your Calendars for the 2015 NWMC Legislative Brunch

The 2015 NWMC Legislative Brunch will be held on Saturday, January 24, from 10:00 a.m. to Noon at the Hilton Chicago/Northbrook, 2855 N. Milwaukee Avenue in *Northbrook/Prospect Heights*. This annual event provides a unique opportunity to meet with our state and federal legislators in an informal setting and discuss solutions to the challenges facing our communities and taxpayers. Additional information will be forthcoming, so please mark your calendars. *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

Winter's Coming! SPC Extends Liquid Calcium Chloride Contract With No Increase

The Suburban Purchasing Cooperative (SPC) Governing Board has approved the second of three possible, one-year contract extensions of the 2014/15 Liquid Calcium Chloride program (Contract # 134) to Sicalco Ltd. of Hinsdale. The contract extension will run from December 5, 2014 through December 4, 2015. The SPC reserves the right to extend the contract for up one additional one-year term upon mutual agreement of both the vendor and the Conference on a negotiated basis. We are pleased to announce that there will be no price increase from Sicalco, which means prices are the same as when the contract was originally awarded in 2012 as follows:

<u>Price/Gal</u>	<u>Delivery</u>	<u>Total</u>
\$ 0.435	\$ 0.120	\$ 0.555

Sicalco handles all orders and billing directly. Billing will include a line item for the SPC administrative fee of \$.0194 per gallon. For questions or additional information, please contact staff or Frank Sibr, 800-435-1919 or fsibr@sicalco.net. *Staff contact: Ellen Dayan*

NWMC ADR Turns 20!!

In October 1994, the Northwest Municipal Conference (NWMC) established the Alternative Dispute Resolution (ADR) Program. The purpose of the program is to increase the capability of NWMC members to more effectively resolve constituent and internal administrative disputes through the use of alternative dispute resolution methods. The Conference partners with the Center for Conflict Resolution in Chicago, who conducts the mediation sessions and assists NWMC members and their residents in resolving disputes.

Mediation is a process in which a mediator or team of mediators assists disputants by helping to identify and discuss areas of mutual concern, explore solutions and develop mutually acceptable agreements. The disputing parties meet face to face with the mediator at a mutually agreeable date, time and location. The mediator assists in promoting communication and does not have the power to impose a solution or outcome on the parties. The disputants themselves are responsible for arriving at their own solution to the conflict. If a mutually agreeable solution is achieved, a written agreement is drafted and signed by both parties.

The NWMC ADR program has proven effective in allowing its members and their residents to peacefully attempt to resolve conflict without resorting to costly and unnecessary litigation or other adversarial actions. To learn more about the NWMC ADR program, please contact Mark Fowler, 847-296-9200, ext. 125 or mfowler@nwmc-cog.org. *Staff contact: Mark Fowler*

Upper Des Plaines River Advisory Committee Discusses Phase I/II Project Status

On Monday, the Upper Des Plaines River Advisory Committee met to discuss the future of the U.S. Army Corps of Engineers' flood relief efforts in the watershed. As authorized in the Water Resources Development Act 1999, the Phase I program consists of six structural flood relief elements: two levees (levees 37 and 50), two expansions of existing reservoirs (Buffalo Creek and Big Bend Lake), one lateral storage area (Van Patten Woods), and one dam modification (North Fork Mill Creek). To date, only levees 37 and 50 have been undertaken and both should be complete within the next year.

Of the remaining projects, the Forest Preserve District of Cook County has stated that the Big Bend Lake project is not viable. Without a willing partner, the Corps of Engineers has stopped pursuing the project, which was planned to provide benefits to *Des Plaines, Park Ridge, Franklin Park* and Schiller Park. The Buffalo Creek Reservoir Expansion, which the Corps of Engineers had previously abandoned, is now being pursued by the Metropolitan Water Reclamation District of Greater Chicago on a smaller scale. The Corps of Engineers is working on a viable project design with the Lake County Forest Preserve District for the Van Patten Woods project, which would provide benefits throughout Lake County and slightly into Cook County. The North Fork Mill Creek dam modification project is no longer being pursued by the Corps of Engineers because the dam has been removed by the Lake County Forest Preserve District. Unless circumstances change, the Van Patten Woods project will be the only Phase I project being pursued by the Corps of Engineers following the completion of the levees.

The Upper Des Plaines River and Tributaries Phase II Feasibility Study continues to move closer to final approval. Depending on the pace of reviews in Washington, D.C., the report could be transmitted to Congress as early as February. The Committee discussed possibilities for federal authorization. Before federal authorization, local partners such as the IDNR and municipalities could sign a memorandum of understanding (MOU) with the Corps of Engineers to begin work on projects. Depending on project specifics, pre-authorization work under an MOU would be eligible for credit in a later phase of the project or on another Phase II project. The Corps of Engineers is reaching out to potential local sponsors regarding MOUs and will have more to report at the Committee's next meeting. The Advisory Committee is tentatively scheduled to meet on Monday, January 26 at the U.S. Army Corps of Engineers offices, 231 S. LaSalle St., Suite 1500 in Chicago. *Staff contact: Chris Staron*

RSVP Today for the November 21 Metropolitan Mayors Caucus Gala

The Metropolitan Mayors Caucus (MMC) will hold its 7th Annual Gala on Friday, November 21 at the Museum of Contemporary Art, 220 E. Chicago Avenue in Chicago. In addition to a dinner/networking reception, this year's gala will feature a special showing of the exhibit "David Bowie Is." On Thursday, MMC Executive Director Dave Bennett emailed event and registration information to the region's mayors.

The Gala will begin at 6:30 p.m. and conclude at 10:00 p.m. Mayors, board/council members, key staff, spouses and others are welcome to attend. The cost of the gala is \$100 per person, which includes dinner, drinks, admission to the exhibit and parking. For further information, please contact MMC Executive Director Dave Bennett, dbennett@mayorscaucus.org or 312-201-4505. *Staff contact: Mark Fowler*

DuPage County Hosts John Noel Public Transit Discovery Conference

On Friday October 24, DuPage County hosted the John Noel Public Transit Conference at Cantigny Park in Wheaton. Regional Transportation Authority (RTA) Chairman Kirk Dillard discussed the future of transit in the region, emphasizing the need for sustainable transportation funding and transit-oriented development. Representatives from the three service boards also addressed the conference. Metra Executive Director Don Orseno discussed the agency's upcoming mobile ticketing and modernization plans. Chicago Transit Authority (CTA) Vice President of Planning and Federal Affairs Michael McLaughlin stressed that by making downtown Chicago a healthy place for business, CTA creates healthy suburbs. Pace Executive Director TJ Ross highlighted current successes including no fare increases for 2015 and an integrated payment system with CTA as well as future plans for cleaner CNG busses, Arterial Rapid Transit service and a DuPage/Cook Investment plan.

The second half of the conference, moderated by newly appointed RTA Executive Director Leanne Redden, was entitled “Marketing Suburban Transit.” Representatives from RTA and Pace discussed ongoing plans to rebrand public transit as a relaxing alternative to traffic. Choose DuPage President and CEO Greg Bedalov offered suggestions as to how municipalities can help market transit to businesses and assist in bringing in talented employees. Finally, TMA of Lake Cook President Bill Baltutis discussed how their Shuttle Bug service from Metra stations can connect commuters to corporate campuses. *Staff Contacts: Mike Walczak, Brian Pigeon*

Wet Weather Management Workshop

On Tuesday, November 4, Woolpert will offer a free workshop on wet weather management. Attendees will learn about best practices in developing wet weather plans, implementing green infrastructure solutions, performing sewer assessments and building comprehensive GIS asset inventories. The workshop will be held from 9:30 a.m. to 2:00 p.m. at the Embassy Suites in Schaumburg, 1939 N. Meacham Road. To register, please visit <http://woolpert.com/workshops/>. *Staff contact: Chris Staron*

Meetings and Events

NWMC Executive Board will meet Wednesday, November 5 at 8:30 am at the NWMC offices in *Des Plaines*.

NWMC Legislative Committee will meet Wednesday, November 12 at 8:30 am at the NWMC offices in *Des Plaines*. **(Note Date Change)**

NWMC Finance Committee will meet Wednesday, November 12 at 12 noon. at the NWMC offices in *Des Plaines*.

NWMC Full Board meeting will be held Wednesday, November 12 at 7:00 pm, Oakton Community College, Room 1604, in *Des Plaines*.