

Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, July 18, 2014

STAFF REPORTS BY DEPARTMENT



Weekly Report for July 11, 2014 – July 17, 2014

Administrative Services

Bids Advertised Week of July 14, 2014

City Manager's Office

Master Council Meeting Agenda Schedule

Community Development

Weekly Zoning Report

Law Department

Weekly Liquor License Application Report

PUBLIC NOTICES, AGENDAS & MINUTES

July 21, 2014

City Council

www.cityofevanston.org/citycouncil

Ladd Arboretum Committee

www.cityofevanston.org/laddcommittee

July 22, 2014

Human Relations Commission - cancelled

Preservation Commission

www.cityofevanston.org/preservationcommission

July 23, 2014

Site Plan Appearance and Review Committee

www.cityofevanston.org/siteplancommittee

Transportation & Parking Committee - cancelled
Plan Commission

www.cityofevanston.org/plancommission

Economic Development Committee - cancelled

July 24, 2014

Emergency Telephone System Board - cancelled

July 25, 2014

Housing and Homelessness Commission

www.cityofevanston.org/housingcommission



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of July 11, 2014 through July 17, 2014.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2944	2783
SERVICE REQUESTS	849	691
TOTAL CHATS	69	75
TOTAL TEXT	4	3

Top 5 Service Requests

Total

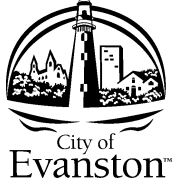
Most requested service requests (Source: PublicStuff - Open/Closed)

1. Building Permit Inspection Request	135
2. Trash – Special Pick up	66
3. Broken Parking Meter	50
4. Rodents – Rats	31
5. Trash – Accumulation	25

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	211
Administrative Services -Finance	65
Administrative Services -HR	26
Administrative Services - Other	179
Call Transfer	147
City Manager's Office	16
ComDev / Economic Development	16
ComDev/ Bldg Inspections	261
ComDev / Housing Rehab	5
ComDev / Planning/Zoning	19
Directions	43
Evanston Township	23
Fire Life Safety	33
PublicStuff Request	209
Health	113
Information	671
Law	5
Library	5
Mayor's Office	8
Other	137
Other – Social Services	3
Parks – Maintenance	0
Parks – Programs/Picnics/Permits	12
Parks – Other	13
Parks/Recreation	61
Parks – Forestry	34
Parks- Recreation Programs	68
Police	124
Public Works / Fleet	6
Public Works / Street Sanitation	198
Public Works / Engineering	53
Utilities – Power	5
Utilities – Sewer	6
Utilities – Water	169
TOTAL	2944



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 July 14, 2014

Date: July 18, 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 July 14, 2014

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council Date
RFP 14-50 Study & Designation of Chicago Ave. Special Service Area	CMO/ Economic Development	Seeking proposals from experienced firms for professional services needed to conduct a special services area feasibility study and designation of the special services area.	\$75,000	Aug 12	Sep 8
RFP 14-14 Computerized Maintenance Management System (CMMS)	Utilities	Seeking proposals from experienced firms to supply and implement a Computerized Maintenance Management System for the Evanston Water Utility.	\$40,000	Aug 13	Sep 22

Evanston City Council Agenda Schedule - 2014

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

2014 Meeting Dates: Jan 13, Jan 21 (Tues), Jan 27, Feb 10, Feb 17, Feb 24, Mar 10, Mar 17, Mar 24, Apr 8 (Tues), Apr 28

May 12, May 19, May 27 (Tues), June 9, June 16, June 23, July 14, July 21, July 28, Aug 11, Sept 8, Sept 15, Sept 22

Oct 13, Oct 20, Oct 27, Nov 10, Nov 17, Nov 24, Dec 8

B=Business of the City by Motion R=Resolution O=Ordinance

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

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

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Public Works	7/28/2014	Cooperative Pavement Markings	B	APW	Robinson	
Utilities	7/28/2014	Chlorine Feed Construction	B	APW	Stoneback	
Utilities	7/28/2014	Chg Order 1: Lg Diameter Sewer Rehab Central Park	B	APW	Stoneback	
Admin Services	7/28/2014	Accela Renewal	B	APW	Lyons	
Admin Services	7/28/2014	Parking Meters Change Order	B	APW	Lyons	
Admin Services	7/28/2014	N Shore Towing Contract	B	APW	Lyons	
Admin Services	7/28/2014	Dunbar Armored Car RFP	B	APW	Lyons	
Admin Services	7/28/2014	Deputy Treasurer	R	APW	Lyons	
Public Works	7/28/2014	Alley Paving Special Assessment - north of Thayer, east of Marcy	O	APW	Robinson	Introduction
CMO	7/28/2014	Plastic Bag Ban	O	APW/CC	Bobkiewicz/Hurley	Action: Also back to A&PW
Law	7/28/2014	2 Liquor Lic: Reduce Class D	O	CC	Farrar	Action
Admin Services	7/28/2014	Bond Issuance 2014C	O	CC	Lyons	Action
Law	7/28/2014	Taxicabs	D	APW	Farrar	
CD	7/28/2014	Ordinance Text Amendment: Notice Requirements	O	PD	Muenzer	Introduction
CD	7/28/2014	Ordinance: Regulations for Neighborhood Gardens, Urban Farms & Rooftop Urban Farms	O	PD	Muenzer	Introduction
CD	7/28/2014	Extension to Church St. Village Planned Development	O	PD	Muenzer	Introduction
CD	7/28/2014	Ordinance: Ryan Field Scoreboards	O	PD	Muenzer	Intro & Action
CD	7/28/2014	Amendments to the Inclusionary Housing Ordinance	O	PD	Muenzer	Introduction
CD	7/28/2014	Board/Commission Improvement Process	C	PD	Muenzer	
CD	7/28/2014	Ord 32-O-14: 835 Chicago Ave	O	CC	Muenzer	Action: Introduced 3.24.14
CD	7/28/2014	1026 Davis Street variances; Type 1 Restaurants	O	CC	Muenzer	Action
CD	7/14/2014	Ordinance Map Amendment: 1409 Dodge Ave and 1825 Greenwood St	O	CC	Muenzer	Action
CD	7/14/2014	Variances: 1409 Dodge Ave and 1825 Greenwood St	O	CC	Muenzer	Action
Law	7/28/2014	AV Use at Committee meetings	R	Rules	Farrar	
CMO	7/28/2014	Great Merchant Grant Allocations	B	EDC	Bobkiewicz	
CMO	7/28/2014	Façade Improvement: Fitness Avenues	B	EDC	Bobkiewicz	
CMO	7/28/2014	Res 12-R-14: Autobarn Sales Tax Sharing	R	EDC	Bobkiewicz	Held at Council Apr 8
Admin Services	7/28/2014	Exec Session	B	CC	Lyons	Workers Comp

7/18/2014 11:21 AM

7/29/2014 Special CC meeting: Visioning Tuesday, 6:30 pm

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Fire/Public Works	8/11/2014	Fire Ladder Truck Purchase	B	APW	Klaiber/Robinson	
Utilities	8/11/2014	Lge Diameter Sewer Rehab - Cleveland St	B	APW	Stoneback	
Utilities	8/11/2014	South Standpipe Painting	B	APW	Stoneback	
Admin Services	8/11/2014	Police and Firefighter pension actuary	B	APW	Lyons	
Public Works	8/11/2014	Final Vehicle Purchase	B	APW	Robinson	
Public Works	8/11/2014	Bike Plan Contract Extension	B	APW	Robinson	
Public Works	8/11/2014	Chicago/Sheridan Road Final Design Approval	B	APW	Robinson	
Public Works	8/11/2014	Uniform Purchase Contract	B	APW	Robinson	
Public Works	8/11/2014	Contract for Watercraft Maintenance	B	APW	Robinson	
Public Works	8/11/2014	Chg Order CIP IV Street Resurfacing	B	APW	Robinson	
Public Works	8/11/2014	Sale of surplus property	O	APW	Robinson	Introduction
Public Works	8/11/2014	Solid Waste Discussion	D	APW	Robinson	
CD	8/11/2014	Sports Dome Planned Development (2454 Oakton)	O	PD	Muenzer	Introduction
CD	8/11/2014	Ordinance Variances: 910 Hinman	O	PD	Muenzer	Introduction & Action
PRCS	8/11/2014	Cradle to Career	R	HS	McRae	
CMO/Library	8/11/2014	COE/Library MOU	B	HS	Bobkiewicz/ Danczak Lyons	
	8/12/2014	Special CC meeting: Ex Session				6:00 pm, Personnel
Mayor	9/8/2014	Keys to City	P	CC	Francellno	
Public Works	9/8/2014	Alley Paving Contract	B	APW	Robinson	
Public Works	9/8/2014	Davis Streetscape Furniture	B	APW	Robinson	
CMO/Public Works	9/8/2014	UP Viaduct Improvements	D	APW	Robinson/ Capriccioso	
CD	9/8/2014	Housing Authority of Cook County application for HOME funds	B	PD	Muenzer	
CD	9/8/2014	Special use and a parking variance for 1413-1415 Howard Street	O	PD	Muenzer	Introduction
CD	9/8/2014	Extension to Orrington Hotel Planned Development	O	PD	Muenzer	Introduction
CMO/Utilities	9/22/2014	GLSLCI Sustainable Municipal Water Initiative.	B	APW	Bobkiewicz/ Stoneback	
Public Works	9/22/2014	Salt Contracts	B	APW	Robinson	
Public Works	9/22/2014	Park Evaluation Contract Award	B	APW	Robinson	

7/18/2014 11:21 AM

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Public Works	9/22/2014	Central St. RFP	B	APW	Robinson	
Admin Services	9/22/2014	Southwest TIF Closing	R	APW	Lyons	
CD	9/22/2014	Ordinance Text Amendment: B-Districts/Office & Financial Institutions	O	PD	Muenzer	Introduction
Public Works	10/13/2014	SNAP Lighting	B	APW	Robinson	
	10/20/2014	City Council Budget Workshop				Third Monday
	10/25/2014	Public Budget Hearing				Saturday
	11/10/2014	Council Budget Discussion				
	11/17/2014	Council Budget Discussion				Third Monday
	11/24/2014	Budget Adoption				
Council & Committee Meetings						
Fri, July 25	7:00 AM	Housing & Homelessness Commission				
Mon, July 28	6:00 PM	A&PW, P&D, City Council meetings				
Dept	Date	Item	Action	Committee	Staff	
CMO	TBA	Pivot Point	R	EDC	Bobkiewicz	
Public Works	TBA	BAS Contract - 8 City buildings	B	APW	Robinson	
CMO	TBA	D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv	TBA	Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv	TBA	Amendment to PEHP Resolution	R	APW	Lyons	
Law	TBA	Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	
PRCS	TBA	Animal Shelter Contract	B	HS		
CD	TBA	Rental Licensing	O	PD		
CD	TBA	Zoning for Medical Cannabis	O	PD		
Public Works	TBA	Ecology Center Greenhouse	B	APW	Robinson	
Law	TBA	Title 9 City Code Amendments	O		Farrar	(Introduced 1.27.14)



Memorandum

To: Honorable Mayor and Members of the City Council
From: Lorrie Pearson, Planning and Zoning Administrator
Subject: Weekly Zoning Report
Date: July 18, 2014

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

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

Zoning Weekly Update

Cases Received and Pending, July 11 - July 18, 2014

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	1900 Sherman Avenue	Building Permit	Install 3 new antennae and equipment cabinet (Sprint)	07/14/14	SPAARC 07/23/14
1	425 Davis Street	Building Permit	Int. remodeling to convert space into 2 guest suites (Mather)	07/15/14	pending staff review
2	1037 Dewey Avenue	Building Permit	Construct 2-car detached garage at SFR	07/17/14	compliant
2	1235 Hartrey Avenue	Building Permit	Replace existing, Install 3 new antennae (AT&T)	07/17/14	SPAARC 07/23/14
2	2002 Dempster Street	Zoning Analysis	Determination of use for a wholesaler/antiques (Jan's Antiques)	07/17/14	pending staff review
2	2100 Dempster Street	Building Permit	Install 3 antennae on existing platform (Sprint)	07/14/14	SPAARC 07/23/14
2	2100 Dempster Street	Building Permit	Replace 3 antennae and equipment cabinet (SBA Communications)	07/17/14	SPAARC 07/23/14
3	100 Dempster Street	Building Permit	Construct two (2) 1-story additions at SFR.	07/14/14	compliant
3	1233 Chicago Avenue	Building Permit	Install roof-top solar panel heating system at SFR	07/14/14	compliant
4	1103 Sherman Avenue	Building Permit	Repair/replace front porch decking/stairs at SFR	07/14/14	compliant
4	1203 Maple Avenue	Building Permit	Install roof-top solar panel heating system at SFR	07/14/14	compliant
5	1023 Simpson Street	Building Permit	Construct 3-unit 2-story residential building	06/02/14	pending add'l info from app.
5	1909-1917 Church Street	Zoning Analysis	8' fence on vacant lot	07/11/14	non-compliant
5	2206 Wesley Avenue	Building Permit	Install roof-top solar panel heating system at SFR	07/14/14	compliant
6	2104 Grant Street	Building Permit	Install roof-top solar panel heating system at SFR	07/14/14	compliant
6	2336 Cowper Avenue	Building Permit	Construct 2-car detached garage at SFR (revisions)	07/16/14	compliant
6	2440 Central Park Avenue	Building Permit	Driveway reconfiguration, install at grade terrace at SFR (revision)	07/15/14	compliant
6	2734 Noyes Street	Building Permit	Install roof-top solar panel heating system at SFR	07/14/14	compliant
6	2759 Crawford Avenue	Building Permit	Replace existing a/c condensing unit at SFR.	07/17/14	compliant
6	3014 Hartzell Street	Building Permit	Demo existing, construct 2-car detached garage at SFR	07/15/14	compliant
6	3334 Colfax Street	Building Permit	Misc. flatwork, sidewalks, a/c conden. and generator at SFR	07/17/14	compliant
7	1717 Central Street	Zoning Analysis	Determination of use, misc. ext./int. remodel., additions (Evanston Art Ctr.)	07/17/14	pending staff review
7	2511 Orrington Avenue	Building Permit	2-story addition at SFR (revisions)	07/14/14	compliant

7	2743 Broadway Avenue	Building Permit	Int. remodeling, construct rear yard deck at SFR	07/15/14	compliant
8	128-130 Chicago Avenue	Building Permit	Interior/exterior remodeling for change of use (retail service use: U-Haul)	06/26/14	pending SPAARC
8	2014 Dobson Street	Building Permit	Install a/c condensing unit at SFR	07/16/14	compliant
8	320 Sherman Avenue	Building Permit	Construct 2-story SFR on vacant lot	07/14/14	compliant
8	324 Sherman Avenue	Building Permit	Construct 2-story SFR on vacant lot	07/14/14	compliant
8	735 Mulford Street	Building Permit	Construct 2-story SFR on vacant lot	07/14/14	compliant
9	722 South Blvd.	Building Permit	Re-build existing porch at SFR (revisions)	07/15/14	compliant
9	722 Wesley Avenue	Building Permit	Install roof-top solar panel heating system at SFR	07/14/14	compliant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	1737 Sherman Avenue	Special Use	Type 2 Restaurant - Blaze Pizza	06/25/14	ZBA 08/05/14
2	2008 Dempster Street	Special Use	Commercial Indoor Recreation - Goldfish Swim School	07/01/14	ZBA 08/05/14
3	1114 Lake Shore Blvd.	Minor Variance	Install 3'h wrought iron fence in front yard	06/19/14	determination after 07/23/14
3	114 Kedzie Street	Minor Variance	Distance between structures for detached garage	05/23/14	pending Preservation
3	221-223 Kedzie Street	Major Variance	0' interior side yard setbacks to rebuild a shared garage on two properties	07/03/14	ZBA 08/05/14 & SPAARC 07/23/14
3	423 Greenleaf Street	Major Variance	Building lot coverage and front setback to restore a historic front porch	07/17/14	ZBA 08/19/14 & pending SPAARC
3	835 Chicago Avenue	Planned Development	9 story mixed use retail, office and residential tower	12/30/13	P&D 07/28/14
3	910 Hinman Avenue	Major Variance	Building lot coverage, impervious, side & rear setbacks for carports, parking	06/19/14	P&D 08/11/14
6	2013 Bennett Avenue	Minor Variance	Install rear yard patio	07/10/11	pending staff review
6	2115 Payne Street	Minor Variance	Construct front yard portico	07/07/14	determination after 7/30/14
6	2231 Ewing Avenue	Minor Variance	Install rear yard parking pad	07/07/14	determination after 7/27
6	2639 Lincolnwood Drive	Minor Variance	Impervious surface ratio to install patio/fire pit	05/14/14	pending revisions
7	1501 Central Street	Special Use	Reface 2 scoreboards; one new ribbon scoreboard at Ryan Field/NU	06/18/14	P&D 07/28/14
7	1805 Central Street	Special Use	Animal Hospital (Berglund)	07/17/14	ZBA 08/19/14 & SPAARC 07/30/14
7	2027 Noyes Street	Major Variance	Street side yard setback, building lot & impervious coverage - garage	07/17/14	ZBA 08/19/14 & pending SPAARC
7	2218 Grant Street	Minor Variance	Building lot coverage/impervious surface to construct 2-car det. garage	06/19/14	determination after 7/19/14
7	2245 Wesley Avenue	Minor Variance	Install a/c condensing unit in side yard	06/26/14	determination after 7/19/14
7	2705-67 Ashland Avenue	Minor Variance	Install Install 8'h fence (NU Baseball field)	07/07/14	determination after 7/29/14
7	2727 Woodbine Avenue	Major Variance	Rear yard setback and distance between structures - garage	07/15/14	ZBA 08/19/14 & pending SPAARC
7	2802-06 Sheridan Road	Minor Variance	Install 4'h wrought iron fence in front and street side yard at SFR	06/02/14	determination after 7/9/14
8	1328 Dobson Street	Minor Variance	Building lot cov./imp. surface ratio to construct 2-car det. garage	06/18/14	determination after 7/12/14
8	1413-1415 Howard Street	Special Use & Major Variance	Ground-floor residential and parking variance for interior remodeling	06/09/14	ZBA 08/05/14 & P&D 09/08/14
8	1909-1911 Howard Street	Special Use	Child Daycare facility	06/23/14	pending text amendment
8	2454 Oakton Street	Planned Development	Construct commercial indoor recreation sports dome	06/12/14	PC 07/23/14
9	1035 Cleveland Street	Minor Variance	Impervious surface to construct rear yard deck at SFR	06/26/14	determination after 7/19/14
9	648 Custer Avenue	Minor Variance	Building lot coverage for a detached 2-car garage	07/17/14	determination after 7/31/14



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: July 18, 2014

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

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

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

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS¹
1	Mumbai Grill	1728 Sherman Ave	D	Restaurant: Alcoholic Liquor	Mon-Sun: 11:30 am - 10:30 pm	6/2/14	Pending City Council Approval
1	D&D Dogs	825 Noyes Street	D	Restaurant: Alcoholic Liquor	Mon – Sun: 10 am – 5 pm	6/18/14	Liquor commissioner Decision is Pending
7	The Wood Shed	1700 Central Street	D	Restaurant: Alcoholic Liquor	Mon – Sun: 11am – 2am	6/19/14	Pending City Council Approval

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