



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, March 18, 2016

STAFF REPORTS BY DEPARTMENT



Weekly Report for March 11, 2016 – March 17, 2016

Administrative Services

Weekly Bids Advertised

City Clerk's Office

RETT Report for February 2016

City Manager's Office

Council Meeting Agenda Schedule
January 2016 Financial Report

Community Development

Zoning Report
Inspection Report

Health Department

Food Establishment Application Weekly Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Monday, March 21, 2016

City Council

www.cityofevanston.org/citycouncil

Rules Committee

www.cityofevanston.org/rules

Tuesday, March 22, 2016

Human Relations Commission

www.cityofevanston.org/humanrelationscommission

Wednesday, March 23, 2016

Design and Project Review Committee

www.cityofevanston.org/dapr

Transportation & Parking Committee

www.cityofevanston.org/transportationcommittee

Economic Development Committee

www.cityofevanston.org/economicdev

Thursday, March 24, 2016

Emergency Telephone System Board-Cancelled

<http://www.cityofevanston.org/events/2016/03/emer/>



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of March 11, 2016 through March 17, 2016.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2748	2611
SERVICE REQUESTS	628	572
TOTAL CHATS	50	45
TOTAL TEXT	22	12

Top 5 Service Requests

Total

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

- | | |
|--|-----|
| 1. Trash – Special Pick-up | 105 |
| 2. Building Permit Inspections | 100 |
| 3. Broken Parking Meters | 25 |
| 4. Rodents | 22 |
| 5. Fire Prevention – Inspections of Commercials Property | 17 |

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	240
Administrative Services -Finance	31
Administrative Services -HR	38
Administrative Services - Other	311
City Manager's Office	18
ComDev / Economic Development	13
ComDev/ Bldg Inspections	289
ComDev / Housing Rehab	7
ComDev / Planning/Zoning	35
General Assistance	4
Fire Life Safety	38
PublicStuff Request	312
Health	108
Information	541
Law	12
Library	4
Mayor's Office	22
Other/311	155
Other – Social Services	2
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	8
Parks – Other	12
Parks/Recreation	65
Parks – Forestry	19
Parks- Recreation Programs	50
Police	92
Public Works / Fleet	4
Public Works / Street Sanitation	141
Public Works / Engineering	38
Tax Assessment Office	45
Utilities – Power	1
Utilities – Sewer	4
Utilities – Water	88
TOTAL	2748



Memorandum

To: Wally Bobkiewicz, City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of March 14, 2016

Date: March 18, 2016

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

Bids/RFPs/RFQs advertised during the Week of March 14, 2016

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Bid 16-27 Main Library Boiler Burner Upgrade	Library	Work on this project includes: The Evanston Public Library – Main Library upgrade to main library boiler burners, and gas train.	\$68,700	Apr 19	May 18
Bid 16-28 Main Library Weatherproofing – Phase 1	Library	Work on this project includes: The Evanston Public Library - Main Library weatherproofing. Masonry work, clean and reseal joints, repair/replace coping stone.	\$209,400	Apr 19	May 18

South Water Tank Storage Garage Project	Public Works Agency	The City of Evanston's Public Works Agency is seeking proposals from experienced firms to perform architectural / engineering services for renovations to an existing storage garage, construction of a new storage garage and construction of associated site improvements at the City's South Water Tank property, located at 640 Hartrey Avenue, Evanston, Illinois, 60202.	\$300,000	Apr 12	May 23
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Evanston City Council Agenda Schedule - 2016

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

2016 Meeting Dates: Jan 11, Jan 19 (Tues), Jan 25, Feb 8, Feb 15, Feb 22, Mar 14, Mar 21, Mar 28, Apr 11, Apr 18, Apr 25					
May 9, May 16, May 23, June 13, June 20, June 27, July 11, July 18, July 25, Aug 15, Sept 12, Sept 19, Sept 26					
Oct 10, Oct 17, Oct 24, Nov 14, Nov 21, Nov 28, Dec 12, (Jan 9, 2017)					

B=Business of the City by Motion R=Resolution O=Ordinance
 D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business
 APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development
 BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Mayor	3/28/2016	Public Health Week Apr 4-10 2016	PR	CC	Francellno	
Mayor	3/28/2016	Vietnam Veterans Day, Mar 29	PR	CC	Francellno	
PWA	3/28/2016	ERG Viaduct Artwork	P	CC	Stoneback	
CD	3/28/2016	SFEbuilt Contract	B	PD	Muenzer	
PWA	3/28/2016	Concrete purchase	B	APW	Stoneback	
PWA	3/28/2016	Asphalt purchase	B	APW	Stoneback	
PWA	3/28/2016	Granular material purchase (extension)	B	APW	Stoneback	
PWA	3/28/2016	Harris software annual maint fee	B	APW	Stoneback	
PWA	3/28/2016	Tallmadge street light purchase	B	APW	Stoneback	
PWA	3/28/2016	Water meter purchase	B	APW	Stoneback	
PWA	3/28/2016	Central Street Bridge Engr Svcs	B	APW	Stoneback	
PWA	3/28/2016	Fire Hydrant Painting	B	APW	Stoneback	
PWA	3/28/2016	Emerson-Ridge-Green Bay Contract Award	B	APW	Stoneback	
Admin Services	3/28/2016	NU-Church St Parking Lot Lease	R	APW	Storlie	
Admin Services	3/28/2016	ROW Agreement with Wide Open West for Dark Fiber Optic Cable	R	APW	Storlie	
PWA	3/28/2016	Residential Refuse Special Pick-Ups	O	APW	Stoneback	Introduction
Law	3/14/2016	Liquor Licenses	O	APW	Farrar	Introduction
Law	3/28/2016	Liquor Lic: Orrington Hotel	O	APW	Farrar	Intro & Action
CD	3/28/2016	Handyman Program	B	PD	Muenzer	
CD	3/28/2016	SWC Peet's 1622 Chicago Ave	B	PD	Muenzer	
Law	3/28/2016	Massage Establishment Ordinance	O	PD	Farrar	Introduction
PRCS	3/28/2016	Special Events Calendar	B	HS	Hemingway	
CD	3/28/2016	City's 2016 Action Plan for CDBG, HOME and ESG funding	R	HCDA	Muenzer	
CD	3/28/2016	Reallocation of \$82,744 of unspent CDBG funds	R	HCDA	Muenzer	
CD	3/28/2016	2015 Consolidated Annual Performance and Evaluation Report (CAPER)	B	HCDA	Muenzer	
Mayor	4/11/2016	Keys to the City: Great Harvest and Dave's Italian Kitchen	P	CC	Francellno	
Mayor	4/11/2016	April Fair Housing Month	PR	CC		
Mayor	4/11/2016	National Library Week Apr 10-16	PR	CC		
Mayor	4/11/2016	National Volunteer Week Apr 10-16	PR	CC		
CMO	4/11/2016	Clean Up Evanston Event: Apr 23	A	CC	Bobkiewicz	
Health	4/11/2016	Rodent Control Report	P	CC	Thomas-smith	
Admin Services	4/11/2016	Website Contract	B	APW	Storlie	
PRCS	4/11/2016	Lakefront Concessions	B	APW	Hemingway	

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PWA	4/11/2016	Water Plant Roof & Masonry	B	APW	Stoneback	
PWA	4/11/2016	Parking Lot Engineering Services	B	APW	Stoneback	
PWA	4/11/2016	2016 Water Main Replacement	B	APW	Stoneback	
PWA	4/11/2016	Construction Engr and Surveying Services	B	APW	Stoneback	
CD	4/11/2016	Ord 165-O-15: Impervious Surface Coverage Calculation	O	PD	Muenzer	Introduction: Held in Ctte 12.14.15
PRCS	4/11/2016	Noyes Lease: Strawdog	B	HS	Hemingway	
Law	4/11/2016	Mobile Food Vendors	O	HS	Farrar	
CD	4/18/2016	North Downtown Planning	Discussion	PD	Muenzer	Special Meeting 7pm
PWA	4/25/2016	2016 Drinking Water Week May 1-7	PR	APW	Stoneback	6:00 PM
PWA	4/25/2016	Church Street Boat Ramp Phase 2 Engineering Services	B	APW	Stoneback	Introduction
CD	4/25/2016	1815 Ridge/Oak	O	PD	Muenzer	
PRCS	4/25/2016	Mudlark Theater	B	HS	Hemingway	
PRCS	4/25/2016	NU Parking on Golf Course	B	HS	Hemingway	
PRCS	4/25/2016	2016 Summer Food Program	B	HS	Hemingway	
	5/9/2016	Public Service Recognition Week May 1-7	PR			
	5/9/2016	May is National Preservation Month	PR			
	5/9/2016	National Police Week May 15-21	PR			
	5/9/2016	National Public Works Week May 15-21	PR			
CMO	5/9/2016	Investment Strategies	P	CC	Lyons	
CMO	5/9/2016	Equity & Inclusion	SPB	CC	Lyons	
CMO	5/16/2016	Aldermanic Referral: Neighborhood Fund	Discussion	CC	Lyons	7:00 PM
Law	5/16/2016	Neighborhood Integrity Ord revised	Discussion	CC	Farrar	Held from Mar 14 CC meeting
PRCS	5/23/2016	Handyman Contract	B	HS	Hemingway	
CMO	5/23/2016	Animal Stray Hold Policy	O	HS	Bobkiewicz	Introduction
PRCS	6/13/2016	Moran Center Rehabilitation Agreement	B	APW	Hemingway	

Council & Committee Meetings

Evanston City Council Agenda Schedule - 2016

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

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
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Tues, Mar 15	7:00 PM	Housing & Community Dev Act Committee				
Wed, Mar 16	6:30 PM	M/W/EBE Advisory Committee				
Mon, Mar 21	6:00 PM	Rules Committee				
Mon, Mar 21	7:00 PM	City Council meeting				
Wed, Mar 23	6:00 PM	Transportation/Parking Committee				
Wed, Mar 23	7:00 PM	Economic Development Committee				
Thurs, Mar 24	5:30 PM	Emergency Telephone System Board				
Mon, Mar 28	6:00 PM	A&PW, P&D, City Council meetings				

DEFERRED

Dept	Date	Item	Action	Committee	Staff	Notes
CD		Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
CMO		Harley Clarke	SPB	CC	Bobkiewicz	CC Tabled 10.26.15
CMO		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
Utilities		Computerized Maintenance Management System	B	APW	Stoneback	
CMO		D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv		Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv		Amendment to PEHP Resolution	R	APW	Lyons	
Law		Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	
Law		Title 9 City Code Amendments	O	CC	Farrar	(Introduced 1.27.14)
Law		Pedicabs	O	APW	Farrar	Tabled 3.9.15 (revisit 2016)
Admin Serv		Credit Card Analysis	D	APW	Lyons	
Law		Panhandling/Soliciting; limit residential hours to 4 pm	O	APW	Farrar	Intro 7/27/15; Held at 8/17 mtg
PWA		AVL Purchase	B	APW	Stoneback	
PWA		Gibbs-Morrison Stormwater Impr – Consulting Svcs	B	APW	Stoneback	



Memorandum

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

From: Ashley King, Finance Division Manager
David Meimers, Accounting Manager

Subject: January 2016 Monthly Financial Report

Date: March 18, 2016

Please find attached the unaudited financial statements as of January 31, 2015. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

Fund	Fund Description	YTD Revenues	YTD Expenses	YTD Net	Fund Balance	Cash Balance
100	GENERAL FUND	4,257,848	5,500,424	(1,242,576)	11,859,782	3,656,830
175	GENERAL ASSISTANCE FUND	7	57,569	(57,561)	682,048	460,558
176	HUMAN SERVICES FUND	73,732	6,444	67,288	115,583	28,961
180	GOOD NEIGHBOR FUND					1,000,000
185	LIBRARY FUND	16,557	405,352	(388,795)	1,714,096	963,235
195	NEIGHBORHOOD STABILIZATION	19	2,911	(2,892)	119,332	210,742
200	MOTOR FUEL TAX FUND	168,422	69,417	99,005	1,387,082	1,844,301
205	EMERGENCY TELEPHONE (E911)	42,444	70,079	(27,635)	575,042	383,649
210	SPECIAL SERVICE AREA (SSA) #4				144,258	(190,544)
215	CDBG FUND		37,794	(37,794)	438,346	(8,564)
220	CDBG LOAN	3,220		3,220	2,454,889	225,410
225	ECONOMIC DEVELOPMENT FUND	462,247	102,244	360,003	3,041,280	2,459,311
235	NEIGHBORHOOD IMPROVEMENT				119,332	169,915
240	HOME FUND	2,285		2,285	4,635,293	6,828
250	AFFORDABLE HOUSING FUND	21,026		21,026	2,734,540	995,686
300	WASHINGTON NATIONAL TIF	726	29,167	(28,441)	6,944,106	6,521,303
305	SPECIAL SERVICE AREA (SSA) #5				589,427	525,429
310	HOWARD-HARTREY TIF	205	12,704	(12,499)	1,293,258	1,329,687
330	HOWARD-RIDGE TIF FUND	11,430	5,118	6,312	182,334	(19,668)
335	WEST EVANSTON TIF FUND	101	2,099	(1,997)	441,493	448,588
340	DEMPSTER-DODGE TIF FUND					
345	CHICAGO-MAIN TIF		2,962	(2,962)	309,108	309,109
320	DEBT SERVICE FUND	146,154	13,487,663	(13,341,509)	2,488,580	433,510
415	CAPITAL IMPROVEMENTS FUND	67,470	5,751	61,719	6,111,557	7,170,907
420	SPECIAL ASSESSMENT FUND	35,860	21,737	14,123	2,696,529	2,692,459
505	PARKING SYSTEM FUND	389,130	250,653	138,476	10,650,534	10,371,907
510-3	WATER FUND	588,145	1,765,821	(1,177,675)	6,442,303	8,337,812
515	SEWER FUND	1,085,606	526,360	559,246	4,979,283	2,954,300
520	SOLID WASTE FUND	378,518	98,721	279,797	(754,971)	(1,208,007)
600	FLEET SERVICES FUND	282,038	85,360	196,678	470,136	(61,755)
601	EQUIPMENT REPLACEMENT FUND	120,952		120,952	2,019,963	1,196,221
605	INSURANCE FUND	2,132,673	1,255,960	876,713	(3,077,905)	1,865,480
TOTALS		10,286,815	23,802,309	(13,515,493)	71,806,638	55,073,599

* Negative Cash Balances reflect internal account balances and not external bank balances, due to transaction timing at month end.

Included above are the ending balances as of January 31, 2016 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 January 31, 2016, the General Fund is reporting a net deficit of \$1,242,576. This is due to a number of revenues not being received in the beginning of the year. Property taxes will be shown on the February and March 2016 financial reports. The attached supplemental charts show all departments below the 8.3% goal for the month.

Many funds had lower than anticipated January expenses due to delays in issuing purchase orders. This was caused by the reorganization of multiple City departments and the creation of the Public Works Agency which changed the General Ledger string for many funds. Expenses will be caught up by the March financial report.

Through January 31, 2016, the CDBG Fund is showing a negative cash balance of \$8,564 which will be reimbursed from February draw-downs.

Through January 31, 2016, the SSA #4 Fund and Howard Ridge TIF funds show negative cash balances due to the timing of property taxes. This will be eliminated in the March report as monies have been received in February and March 2016.

Through January 31, 2016, the Economic Development Fund is showing a fund balance of \$3,042,280 and a cash balance of \$2,459,311.

The Parking Fund made the \$3.2 million Sherman Garage deck payment in December, reducing their fund balance to \$10,650,534.

The Debt Service Fund made a \$13 million payment in January in connection with the refinancing of the 2006B bonds.

Through January 31, 2016, the Solid Waste Fund is showing a negative fund balance of \$754,971 and a cash balance of negative \$1,280,007. The January and February payments to SWANCC were approved by Council in March.

Though operating at a \$470,136 surplus for the year, the Fleet Fund is showing a negative \$61,755 cash balance through January 31, 2016. .

Through January 31, 2016, the Insurance Fund is showing a negative fund balance of \$3,077,487 with a cash balance of \$1,865,480. This negative balance is primarily for claims/cases being expensed. These claims/cases have not been settled, and therefore there is no guarantee the City will actually experience this negative fund balance as estimated.

If there are any questions on the attached report, please contact me by phone at (847) 859-7884 or by email: aking@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 January 31, 2016 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.

A handwritten signature in black ink, appearing to read "Martin Lyons", written over a horizontal line.

Martin Lyons, Treasurer



Income Statement

Through 01/31/16
Summary Listing

Classification	2016 Budget Amount	January Actual	YTD Actual Amount	% of Budget	2015 Total
Fund Category Governmental Funds					
Fund Type GENERAL FUND					
Fund 100 - GENERAL FUND					
Property Taxes	27,417,407	20,466	20,466	0	11,397,061
Other Taxes	45,986,550	2,133,064	2,133,064	5	43,520,871
License	5,329,777	321,700	321,700	6	5,324,137
Permit	9,276,550	252,160	252,160	3	6,704,846
Fee	125,700	19,698	19,698	16	155,619
Fines and Forfeitures	4,609,825	245,653	245,653	5	3,548,230
Parking Charges for Services	640,000			0	640,000
Parks and Recreation Charges for Services	5,374,751	311,755	311,755	6	5,406,379
Other Charges for Services	2,433,216	310,056	310,056	13	2,239,528
Interfund Transfers	8,842,365	583,742	583,742	7	7,836,484
Intergovernmental Revenue	765,727	19,987	19,987	3	640,910
Other Revenue	1,286,843	38,882	38,882	3	693,996
Interest Income	50,000	687	687	1	6,572
REVENUE TOTAL	112,138,711	4,257,848	4,257,848		88,114,633
13 - CITY COUNCIL	424,958	27,044	27,044	6%	417,571
14 - CITY CLERK	263,203	64,528	16,806	6%	281,913
15 - CITY MANAGER'S OFFICE	6,989,746	321,170	321,170	5%	1,804,588
17 - LAW	1,130,000	107,430	59,708	5%	1,044,228
19 - ADMINISTRATIVE SERVICES	9,634,173	450,936	403,214	4%	9,538,936
21 - COMMUNITY DEVELOPMENT	2,740,032	197,942	150,220	5%	2,407,297
22 - POLICE	37,696,278	1,848,333	1,800,611	5%	28,354,274
23 - FIRE MGMT & SUPPORT	22,601,742	1,114,361	1,066,639	5%	14,837,447
24 - HEALTH	3,544,226	169,289	121,567	3%	3,198,674
30 - PARKS, REC. AND COMMUNITY SERV.	11,820,590	569,785	522,063	4%	11,140,766
40 - PUBLIC WORKS AGENCY	14,861,248	629,606	581,884	4%	0
EXPENSE TOTALS	111,706,196	5,500,424	5,070,926	6%	73,025,695
Fund 100 - GENERAL FUND Totals					
REVENUE TOTALS	112,138,711	4,257,848	4,257,848	4%	88,114,633
EXPENSE TOTALS	111,706,196	5,500,424	5,070,926	6%	73,025,695
Fund 100 - GENERAL FUND Net Gain (Loss)	432,515	(1,242,576)	(813,078)	366%	(2,926,259)



Income Statement

Through 01/31/16
Summary Listing

Classification	YTD				2015 Total
	2016 Budget Amount	January Actual	Actual Amount	% of Budget	
Fund Category Proprietary Funds					
Fund Type Enterprise Funds					
Fund 505 - PARKING SYSTEM FUND					
Permit		900	900		150
Parking Charges for Services	6,379,675	372,972	372,972	6	6,081,495
Parks and Recreation Charges for Services	65,000				
Interfund Transfers	3,711,770				2,925,296
Intergovernmental Revenue	12,125				
Other Revenue	119,216	13,791	13,791	12	153,545
Interest Income	35,070	1,467	1,467	4	18,260
REVENUE TOTAL	10,322,856	388,230	388,230		9,178,596
Employee Pay	23,000	3,523	3,523	15	29,187
Benefits	1,348,940	83,388	83,388	6	1,136,557
Pensions	113,349	7,229	7,229	6	99,018
Services	3,022,411	34,106	34,106	1	2,698,537
Supplies	278,864	599	599		243,068
Capital Outlay	3,474,000				2,107,697
Insurance and Other Chargebacks	319,648	42,327	42,327	13	319,649
Depreciation Expense	2,873,395				
Contingencies	11,000				6,951
Debt Service	3,917,652				3,917,650
Miscellaneous	252,000				
Interfund Transfers	1,303,783	79,482	79,482	6	923,092
EXPENSE TOTAL	16,938,042	250,653	250,653		11,481,405
Fund 505 - PARKING SYSTEM FUND Totals					
REVENUE TOTALS	10,322,856	389,130	389,130		9,178,746
EXPENSE TOTALS	16,938,042	250,653	250,653		11,481,405
Fund 505 - PARKING SYSTEM FUND Net Gain	(6,615,186)	138,476	138,476	()	(2,302,659)



Income Statement

Through 01/31/16
Summary Listing

Classification	2016 Budget	YTD		% of	2015 Total
	Amount	January Actual	Actual Amount	Budget	
Fund Category Proprietary Funds					
Fund Type Enterprise Funds					
Fund 510-513 - WATER FUND					
Fee	70,000	5,883	5,883	8	105,483
Water Charges for Services	15,133,000	580,332	580,332	(3)	15,301,983
Sewer Charges for Services	39,000			0	45,102
Other Charges for Services	126,000			0	125,545
Other Revenue	22,348,400	1,223	1,223	0	6,109,981
Interest Income	1,600	707	707	44	3,448
REVENUE TOTAL	37,718,000	588,145	588,145		21,691,542
Employee Pay	210,465	14,647	14,647	7	157,679
Benefits	4,534,306	299,578	299,578	7	4,510,838
Pensions	360,355	25,852	25,852	7	386,339
Services	2,098,760	14,884	14,884	1	1,227,081
Supplies	1,392,190	23,054	23,054	2	961,136
Capital Outlay	75,800	595	595	1	583,227
Insurance and Other Chargebacks	468,492	95,351	95,351	20	468,493
Contingencies	1,000			0	854
Debt Service	1,053,288			0	981,389
Miscellaneous	62,980			0	875
Interfund Transfers	3,502,313	1,291,859	1,291,859	37	11,875,155
EXPENSE TOTAL	13,759,949	1,765,821	1,765,821		21,153,065
Fund 510 - WATER FUND Totals					
REVENUE TOTALS	37,718,000	588,145	588,145	(1%)	21,691,542
EXPENSE TOTALS	13,759,949	1,765,821	1,765,821	13%	21,153,065
Fund 510 - WATER FUND Net Gain (Loss)	23,958,051	(1,177,676)	(1,177,676)	(9%)	538,477



Income Statement

Through 01/31/16
Summary Listing

Classification	2016 Budget Amount	January Actual	YTD		2015 Total
			Actual Amount	% of Budget	
Fund Category Proprietary Funds					
Fund Type Enterprise Funds					
Fund 515 - SEWER FUND					
<i>Charges for Services</i>					
Sewer Charges for Services	12,869,000.00	1,085,137.22	1,085,137.22 ▲	8%	13,003,876.03
Other Charges for Services	19,650.00	.00	.00 ▲	0%	19,650.01
Other Revenue	984,165.00	.00	.00 ▲	0%	.00
Interest Income	1,000.00	469.07	469.07	47%	2,705.81
REVENUE TOTAL	13,873,815.00	1,085,606.29	1,085,606.29		13,026,231.85
Employee Pay	57,040.00	2,409.81	2,409.81	4%	60,837.05
Benefits	1,025,778.00	71,112.95	71,112.95	7%	1,005,581.58
Pensions	86,092.00	6,375.52	6,375.52	7%	91,066.44
Services	903,500.00	105.00	105.00	0%	898,074.62
Supplies	92,300.00	2,303.91	2,303.91	2%	18,817.35
Capital Outlay	3,048,314.00	.00	.00	0%	500,880.96
Insurance and Other Chargebacks	269,988.00	55,283.75	55,283.75	20%	269,988.00
Debt Service	9,222,913.00	345,237.73	345,237.73	4%	1,911,502.59
Miscellaneous	1,500.00	.00	.00	0%	3,305.66
Interfund Transfers	773,876.00	43,531.67	43,531.67	6%	735,235.44
EXPENSE TOTAL	15,481,301.00	526,360.34	526,360.34		5,495,289.69
Fund 515 - SEWER FUND Totals					
REVENUE TOTALS	13,873,815.00	1,085,606.29	1,085,606.29		13,026,231.85
EXPENSE TOTALS	15,481,301.00	526,360.34	526,360.34		5,495,289.69
Fund 515 - SEWER FUND Net Gain (Loss)	(\$1,607,486.00)	\$559,245.95	\$559,245.95		\$7,530,942.16



Income Statement

Through 01/31/16
Summary Listing

Classification	2016 Budget Amount	January Actual	YTD Actual Amount	% of Budget	2015 Total
Fund Category Proprietary Funds					
Fund Type Enterprise Funds					
Fund 520 - SOLID WASTE FUND					
License	275,000				357,583
Solid Waste Charges for Services		87,997	87,997		
Other Charges for Services	3,632,394	289,548	289,548	(8)	3,557,884
Interfund Transfers	1,055,967	973	973		1,055,967
Other Revenue	238,000				228,394
REVENUE TOTAL	5,201,361	378,518	378,518		5,199,828
Employee Pay	25,000	4,124	4,124	16	41,358
Benefits	779,380	35,814	35,814	5	702,238
Pensions	63,718	3,040	3,040	5	60,582
Services	3,679,126	389	389		3,644,097
Supplies	53,050	2,922	2,922	6	73,788
Capital Outlay	25,750				24,738
Insurance and Other Chargebacks		10,808	10,808		
Debt Service					85,326
Miscellaneous	15,000				
Interfund Transfers	499,493	41,624	41,624	8	490,106
EXPENSE TOTAL	5,140,517	98,721	98,721		5,122,233
Fund 520 - SOLID WASTE FUND Totals					
REVENUE TOTALS	5,201,361	378,518	378,518		5,199,828
EXPENSE TOTALS	5,140,517	98,721	98,721		5,122,233
Fund 520 - SOLID WASTE FUND Net Gain (Loss)	60,844	279,797	279,797		77,595



Memorandum

To: Honorable Mayor and Members of the City Council

From: Damir Latinovic, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: March 17, 2016

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

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

Zoning Weekly Update
Cases Received and Pending, March 11 - March 17, 2016

Zoning Reviews

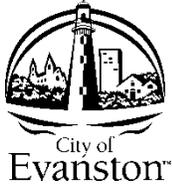
Ward	Property Address	Type	Project Description	Received	Status
1	1620 Judson Avenue	Zoning Analysis	Demolish existing rear porch and deck and construct a new enclosed porch and deck at SFR	03/10/16	pending staff review
1	619 Clark Street	Building Permit	New Air Conditioning equipment (NU)	03/11/16	pending staff review
1	500 Davis Street	Building Permit	Interior tenant buildout NU office (OLLI)	03/16/16	pending staff review
2	1812 Greenwood Street	Building Permit	Replace front porch at SFR	03/03/16	compliant
3	939 Hinman Avenue	Building Permit	Interior renovation (St. Lukes Epis. Church)	03/14/16	compliant
4	1571 Maple Avenue	Building Permit	Construct 12-story, 101 DU multifamily residence (Planned Development)	12/21/15	DAPR 03/23/16
4	1603 Orrington Avenue	Building Permit	Install four (4) new pole lights @ Chase Bank Pavillion patio	01/14/16	pending DAPR review
4	630 Davis Street	Building Permit	Proposed exterior modifications to Chandler Building	01/14/16	DAPR 04/20/16
4	1006 Ridge Avenue	Building Permit	Various interior and exterior renovation to existing SFR	03/08/16	pending additional info from the applicant
4	1418 Main Street	Building Permit	New detached garage and demolition of a shed	03/11/16	pending staff review
4	1333 Maple Avenue	Building Permit	Renovation to existing balconies at multiple-family building	03/17/16	DAPR 03/23/16
5	2142 Dewey Avenue	Building Permit	New SFR on vacant lot for ETHS	02/29/16	pending minor variation
5	2009 Dodge Avenue	Building Permit	Stair Replacement at SFR	03/11/16	compliant
5	2331 Church Street	Building Permit Revisions	Demolish existing porch and build a new one-story addition	03/15/16	pending staff review
6	2422 Hastings Avenue	Building Permit	Construct rear yard paver patio	11/18/15	pending revisions
6	2414 Hartzell Street	Building Permit	Construct 2nd story addition, front porch @ SFR.	02/17/16	pending add'l info from applicant
6	2500 Hartzell Street	Building Permit	Interior remodel with one-story addition at SFR	03/07/16	pending additional info from the applicant
6	2626 Reese Avenue	Zoning Analysis	Construct new single family residence with 2-car detached garage (vacant lot)	03/17/16	pending staff review
6	2515 Thayer Street	Building Permit	New detached garge at SFR	03/11/16	pending staff review
6	2717 Simpson Street	Building Permit	Demolition of existing one-car garage and construction of a new 3-car garage at SFR	03/11/16	compliant
6	2524 Noyes Street	Building Permit	One-story additon and kitchen renovation at SFR	03/17/16	pending staff review
7	2705 Ashland Avenue	Building Permit	Roof renovation (NU)	03/14/16	compliant
7	1129 Grant Street	Building Permit	Interior renovation to SFR	03/14/16	pending staff review
7	2430 Payne Street	Building Permit	Deck extension at SFR	03/17/16	pending staff review
7	2145 Sheridan Road	Building Permit	Interior renovation of labs (NU)	03/14/16	compliant

8	2330 Oakton Street	Zoning Analysis	Expansion of existing parking lot (Pace Bus).	01/19/16	pending DAPR review
8	1325 Howard Street	Building Permit	Build out office, plumbing, HVAC at existing office building (Union Health Serv.)	03/04/16	compliant

9	735 South Blvd	Zoning Analysis	Second story addition to existing SFR	03/02/16	pending additional info from the applicant
9	1211 Cleveland Street	Zoning Analysis	New hen coop at SFR	03/15/16	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	2102 Orrington Avenue	Minor (Fence) Variation	Install 6' fence along street side property line on corner lot at SFR	03/07/16	Determination after 03/23/2016
2	1223-1227 Dodge Avenue	Zoning Complaint	Illegal Trade Contractor (Landscaping) business	08/17/15	Case ongoing. Re-Inspection pending
2	1815 Ridge/1815 Oak Avenue	Planned Development and Rezoning	New 11-story independent and assisted living senior housing development with 165 units and 70 parking spaces	12/11/15	Plan Commission 04/06/16
2	1300 Ashland Avenue	Minor Variation	Street side and rear yard setbacks for a new detached garage	03/11/16	Determination after 3/25/16
2	2020 Greenwood Street	Major Variation	0' setback where 8' is required for outdoor storage units; elimination of 22 required parking spaces for a total of 10 parking spaces where 82 are required and 32 previously existed	03/02/16	ZBA 04/05/16
2	1727 Greenleaf Street	Minor (Fence) Variation	Install fence in front yard and street side yard on corner lot at SFR	03/04/16	Determination after 03/23/2016
4	601 Davis Street	Planned Development, Rezoning and Special Use	New 26-Story, 221 unit mixed use development with 21,020 sq. ft. of commercial space	12/23/15	Pending additional info from the applicant
5	1924 Grey Avenue	Zoning Complaint	Illegal landscaping business	10/08/15	Case ongoing, Re-inspection pending
5	1927 Brown Avenue	Zoning Complaint	Illegal car repair business	02/04/16	Case ongoing, Re-inspection pending
5	2128 Asbury Avenue	Minor Variation	Side yard setback variation to construct 2nd story addition	02/11/16	Pending additional info from the applicant
5	2142 Dewey Avenue	Minor Variation	New SFR on vacant lot for ETHS	03/02/16	Determination after 03/23/2016
6	2767 Crawford Avenue	Major Variation	Establish curb cut and driveway from street/front yard to an attached garage when alley access is present for a new SFR	03/10/16	DAPR 03/23/16 & ZBA 04/19/16
7	1423 Lincoln Street	Minor Variaton	Rear yard setback for a two-story additon	03/15/16	pending staff review



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: March 18, 2016

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

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

Inspector Weekly Update
Cases Received, March 18, 2016

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	1515 Chicago Avenue (Hyatt House)	New Hotel	Project is in the finishing stages with occupancy expected mid-April. Final inspections will be scheduled within the next 2 weeks. Job site is well managed and well kept. Public right of way is safe and clear. Neighboring storm structures are clear of debris.	3/17/2016
1	1619 Chicago Avenue (The Merion)	Residential Addition	Interior mechanicals being installed through sixth floor. Fences and sidewalks are in good condition. Catch basin is clean.	3/14/2016
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Sidewalks and fences are in good condition. Soil erosion reports are current. Street was clean at the time of inspection.	3/14/2016
3	835 Chicago Avenue (9-story mixed-used)	Foundation	Structural steel installed to sixth floor. Fences and sidewalks are in good condition. Catch basin is clean.	3/14/2016
4	1026 Davis Street (Taco Diablo/LuLu's)	Restaurant/Retail	Drywall and masonry work has started on the ground and first floor levels. Roof top HVAC units are installed and waiting to be connected. Interior stairway to the 1st floor is roughed-in. Job site is well kept.	3/15/2016
4	1029 - 1035 Davis Street	One Story Commercial	Drywall installation, fire suppression piping and above ceiling electric continues. Job site is well maintained.	3/15/2016
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Drywall on the 4th floor is complete and display cases are being staged for assembly. 3rd floor is being prepped for painting. Fixture installation has started in the bathrooms. Exterior is kept clean and in order. Interior work continues.	3/15/2016
7	1620 Central	New 47 Unit Apartment Building	Installation of surface water drainage system along north wall is finished and being backfilled. Crews are framing walls along the south side of the project. Public right of way is clean. Job site is well kept.	3/15/2016
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	South tower above ceiling mechanical, electrical and plumbing work in upper floors have passed inspection. Work is progressing in the north tower as well. Fences are in good condition and job site is well kept. No site water run-off and storm structure catch baskets are in good shape.	3/17/2016
7	560 Lincoln (NU Residence Hall)	New Dormitory	Main foundation is complete. Concrete deck work is moving forward on the 1st floor. Job site is well kept and clean. Fences and silt fences are present and stand plumb. Catch basins are clean.	3/17/2016
8	222 Hartrey Avenue (Autobarn)	Interior/Exterior Remodel	Fences, street and sidewalks are in good condition. Dryvit installation has been completed.	3/14/2017



Memorandum

To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment Application Weekly Report

Date: March 18, 2016

There were no new applications for food establishments for the week of March 13, 2016.

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



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: March 18, 2016

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	Old Dixie Café	825 Church Street	D	Restaurant (Alcohol)	TBD – 11 PM (Sun-Sat)	03/16/16	Pending Review
1	Hilton Orrington (ownership change)	1710 Orrington	C	Hotel/Restaurant (Alcohol)	11 am – 1 am (Sun-Thu); 11 am – 2 am (Fri-Sat)	12/11/15	Pending City Council Introduction
1	Flat Top Grill (ownership change)	707 Church Street	D	Restaurant (Alcohol)	11 am-11 pm (Sun-Sat)	02/01/16	Pending City Council Introduction
3	Sketchbook Brewery (upgrade from P-1 to P-2)	825 Chicago Ave	P-2	Craft Brewery (w/ onsite consumption)	11am – 10pm (Mon-Thu) 11am-11pm (Fri-Sat) 12pm-10pm (Sun)	02/02/16	Pending City Council Introduction
4	The Funky Monk	618 ½ Church Street	D	Restaurant (Alcohol)	11am-9 pm (Sun – Sat)	02/08/16	Pending City Council Introduction
4	LuLu's-Taco Diablo	1026 Davis St	C	Hotel/Restaurant (Alcohol)	11am-10pm (Sun); 11 am –11pm (Mon-Thu); 11 am – 1 am (Fri-Sat)	02/10/16	Pending City Council Introduction

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 MARCH 18, 2016

Legislative Calendar Update; Local Sales Tax Fee Bill Being Watched in Senate

Both the House and the Senate have adjourned until April. The House will return to session on April 4 and the Senate on April 5. Friday, April 8 is the deadline in both chambers for substantive bills to advance out of committee. Given the limited session days to date and number of bills that have yet to be heard at the committee level, the deadline week has the potential to be extremely frenzied.

New legislation emerged on Wednesday that we are watching. [Senate Committee Amendment 1](#) to [Senate Bill 3320](#) (*Senator Pam Althoff*) enables the Department of Revenue to withhold 2% of the Home Rule and Non-Home Rule Sales Tax distribution for deposit into the Tax Compliance and Administration Fund. Similar provisions appear in the bill for revenues sent to the Regional Transportation Authority (RTA) and counties. The amendment was initially scheduled for a hearing in the Senate Revenue Committee on Wednesday but was not called. We are currently gathering more information at this time and recommend taking no immediate action until we have a better understanding of how this bill fits in with other revenue issues. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

SPC Hosts Successful Vehicle Showcase

The Luck O' the Irish was with us on Thursday for the first annual Suburban Purchasing Cooperative (SPC) Vehicle Showcase. The weather was brisk but dry as over fifty NWMC members, guests and vendors joined together for a lunch and learn showcase featuring the SPC vehicle lineup.

Thank you to the vendors who participated and sponsored lunch: America's Auto Auction; Auto Truck Group; Currie Motors; EJ Equipment; Foster Coach; Napleton Fleet; Roesch Ford; and, Standard Equipment. Everybody had a great time getting out to kick the tires and receive information on the lineup of SPC vehicles. The group got to see the following vehicles: Ford F150 XL (2WD) Regular Cab; Ford F450 XL Chassis Cab; Ford Transit Van; Ford Interceptor Sedan; Ford Interceptor Utility; Ford F550 Horton Ambulance; Chevrolet Tahoe Police Pursuit Vehicle; Dodge Charger Pursuit; Dodge Ram 1500 4x4 Crew Cab SSV Pickup; Dodge Ram ProMaster Cargo Van; Vac-Con Model PD4212 Combo Sewer Cleaner; and, Vactor Sewer Cleaner.

Thank you to representatives from *Arlington Heights, Barrington, Buffalo Grove, Crest Hill, Crete, Crystal Lake, Des Plaines, Dolton, Elmhurst, Elwood, Evanston, Flossmoor, Glenwood, Hanover Park, Hoffman Estates, Lincolnshire, Lombard, Mt. Prospect, Northbrook, Orland Park, Prospect Heights, Streamwood, University Park, Westmont, Wheeling, Wilmette* and *Winnetka* for attending the showcase.

Finally, thank you to Oakton Community College for allowing us to hold the event and for designating space in the parking lot for the showcase. *Staff contact: Ellen Dayan*

Chrysler Issues Updates on SPC Dodge Ram Vehicles

The Suburban Purchasing Cooperative (SPC) has been informed by Chrysler that they have upgraded the Powertrain Warranty to 60 months/100,000 miles on the SPC Dodge Ram ProMaster 1500 Cargo Van (Contract #156) and Dodge Ram 1500 4x4 Crew Cab Pickup (Contract #157). Chrysler also announced factory order cutoff dates on the vehicles as follows:

- 2016 Ram ProMaster 1500 Cargo Van ó March 31, 2016
- 2016 Ram 1500 4X4 Crew Cab ó May 6, 2016

For questions or additional information, please contact Bob Barr, 630-455-2911 or rbarr@napletonfleet.com.
Staff contact: Ellen Dayan

Bicycle and Pedestrian Committee Discusses Local Coalitions

The NWMC Bicycle and Pedestrian Committee met Tuesday to discuss the progress of newly formed biking and complete streets advocacy groups as well as local planning initiatives. Staff updated the committee on the ongoing work of the Chicagoland Complete Streets Coalition and the topics of that group's upcoming meetings. Staff also discussed a recently formed group of bike commuters in the Northbrook and Glenview area who seek to increase and improve bicycle commuting to major employers in area.

The committee also discussed the progress of several projects funded by the Chicago Metropolitan Agency for Planning's (CMAP) Local Technical Assistance (LTA) program. The LTA program provides assistance to municipalities in a variety of planning efforts in areas including zoning, economic development, land use, transportation and housing. Several of these projects are, unfortunately, on hold due to the current state budget impasse. The next meeting of the NWMC Bicycle and Pedestrian Committee will be on Tuesday, April 19, 10:30 a.m. at the NWMC offices. *Staff contacts: Mike Walczak, Brian Pigeon*

Smoke Free Housing Workshop for Cook County Property Managers

From the desk of the Respiratory Health Association's Director of Health Policy Matt Maloney:

Everyone has the right to breathe clean air at home. Unfortunately, more than one in three nonsmokers who rent in multi-unit buildings is exposed to secondhand smoke. Secondhand smoke isn't limited to smoking units; up to 65 percent of air in multi-unit housing is shared. This smoke harms resident and staff health; increases turnover, cleaning, and fire damage costs; and can turn away prospective residents.

Cook County Department of Public Health, Respiratory Health Association, American Lung Association, and South Suburban Mayors and Managers Association have partnered in a program called Healthy Hotspot to help expand smoke-free housing options in suburban Cook County. Healthy Hotspot is hosting a FREE workshop for property managers on April 20th from 8 a.m. to 9:30 a.m. at the Leaning Tower YMCA at 6300 W. Touhy in Niles. We provide free technical assistance, including sample lease language, toolkits, smoke-free signage, and smoking cessation resources. Learn more and register to attend at www.healthyhotspot.org. *Staff contact: Mark Fowler*

Save the Date: Northeastern Illinois Water Supply Forum

On Thursday, May 12, the Northwest Water Planning Alliance and Metropolitan Planning Council will hold an interactive discussion about pressing water supply issues in Northeastern Illinois. The event, entitled "Heading Off Crisis: Northeastern Illinois Water Supply Forum" will be held from 9:30 a.m. to 4:00 p.m. at the Two Brothers Roundhouse in Aurora.

Recent reports indicate both decreasing groundwater availability and increasing water pollution concerns in Northeastern Illinois. At the same time, much of local infrastructure is old and in need of reinvestment. Adding to all these pressures is the increasing uncertainty and pressure that climate change puts on our established water supply systems.

Join fellow elected and appointed community officials, planners, regulators and water industry experts in an interactive forum to discuss today's current challenges and workable solutions to tackling Northeastern Illinois's most pressing water supply issues.

This event will feature an opening address by Aurora Mayor Tom Weisner and a lunch keynote by international water resource expert and former General Manager of the Las Vegas Valley Water District and Southern Nevada Water Authority Pat Mulroy. Please save the date; registration information will be distributed soon. *Staff contact: Chris Staron*

Meetings and Events

North Shore Council of Mayors Technical Committee will meet Wednesday, March 23, at 8:30 a.m. at the Skokie Village Hall.

NWMC Transportation Committee will meet on Thursday, March 24, at 8:30 a.m. at the NWMC offices.

NWMC Executive Board will meet on Wednesday, April 6, at 8:30 a.m. at the NWMC offices.

NWMC Finance Committee will meet on Wednesday, April 13, at noon at the NWMC offices

NWMC Board of Directors will meet on Wednesday, April 13, at 7:00 p.m. at Oakton Community College, Room 1604 in *Des Plaines*.