



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, February 19, 2016

STAFF REPORTS BY DEPARTMENT



Weekly Report for February 12, 2016 –February 18, 2016

Administrative Services

Weekly Bids Advertised

City Manager's Office

Council Meeting Agenda Schedule
December 2015 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, February 22, 2016

City Council

www.cityofevanston.org/citycouncil

Planning and Development Committee

www.cityofevanston.org/pd

Administration and Public Works Committee

www.cityofevanston.org/apw

Wednesday, February 24, 2016

Design and Project Review Committee

www.cityofevanston.org/dapr

Transportation & Parking Committee-Cancelled

www.cityofevanston.org/transportationcommittee

Economic Development Committee-Cancelled

www.cityofevanston.org/economicdev

Liquor Control Review Board

www.cityofevanston.org/liquorboard



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of February 12, 2016 through February 18, 2016.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	1983	2020
SERVICE REQUESTS	411	463
TOTAL CHATS	63	65
TOTAL TEXT	7	12

Top 5 Service Requests

Total

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

- | | |
|----------------------------------------------------|----|
| 1. Building Permit Inspections | 89 |
| 2. Trash – Special Pick-up | 38 |
| 3. Broken Parking Meters | 30 |
| 4. Child Seat Installation or Inspection | 18 |
| 5. Recycling – Missed Pick-up
Abandoned Vehicle | 16 |

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	36
Administrative Services -HR	27
Administrative Services - Other	164
City Manager's Office	15
ComDev / Economic Development	14
ComDev/ Bldg Inspections	226
ComDev / Housing Rehab	2
ComDev / Planning/Zoning	0
General Assistance	3
Fire Life Safety	52
PublicStuff Request	200
Health	80
Information	404
Law	8
Library	7
Mayor's Office	14
Other/311	138
Other – Social Services	2
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	13
Parks – Other	3
Parks/Recreation	40
Parks – Forestry	8
Parks- Recreation Programs	13
Police	90
Public Works / Fleet	2
Public Works / Street Sanitation	138
Public Works / Engineering	0
Tax Assessment Office	6
Utilities – Power	2
Utilities – Sewer	0
Utilities – Water	64
TOTAL	1983



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 February 15, 2016

Date: February 19, 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 February 15, 2016

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
RFP 16-22 Various Parking Lot Improvements Engineering Design Services	Public Works Agency	Capital Planning and Engineering Bureau is seeking proposals from experienced firms for professional services for the engineering design of improvements to nine municipal parking lots totaling over 110,000 square feet of pavement. Work shall include land surveying, environmental, geotechnical and civil design services necessary to develop permitted engineering plans, specifications, and estimates for	\$200,000	Mar 15	Apr 11

		contract construction. Improvements will primarily consist of the reconstruction of conventional pavements with various types of porous pavements, incorporation of other sustainable elements as feasible and related sewer, lighting, landscaping and restoration work.			
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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
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CD	3/14/2016	Appeal Certificate of Appropriateness:1012 Lake St Roof	SPB	CC	Muenzer	
Admin Services	3/14/2016	Janitorial Contract Renewal	B	APW	Storlie	
Admin Services	3/14/2016	Website Contract Award	B	APW	Storlie	
PWA	3/14/2016	2016 Water Distribution Materials	B	APW	Stoneback	
PWA	3/14/2016	Chlorine Scrubber Media	B	APW	Stoneback	
PWA	3/14/2016	Central Street Bridge Engr Svcs	B	APW	Stoneback	
PWA	3/14/2016	Green Bay Rd Landscape Maintenance Contract Ext	B	APW	Stoneback	
Admin Services	3/14/2016	PWA Truck Purchase	B	APW	Storlie	
CMO/PWA	3/14/2016	RFP for Business District Tree Replacement	B	APW	Bobkiewicz/ Stoneback	
PWA	3/14/2016	IGA with Skokie for Howard Street Intersection Impr project	R	APW	Stoneback	
CD	3/14/2016	IGA with RTA for Bike Parking Facilities at train stations	R	PD	Muenzer	
CD	3/14/2016	1501 Central St: Ryan Field West Parking Lot	O	PD	Muenzer	Introduction
CD	3/14/2016	Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
CMO	3/14/2016	Animal Stray Hold Policy	O	HS	Bobkiewicz	Introduction
CMO	3/21/2015	Aldermanic Referral: Neighborhood Fund	Discussion	CC	Lyons	Rules Committee?; 3rd Monday
PWA	3/21/2016	Residential Refuse Special Pick-Ups	Discussion	CC	Stoneback	
CMO	3/21/2016	Robt Crown Update	Discussion	CC	Lyons	
CMO	3/21/2016	BCC Consolidation	Discussion	CC	Bobkiewicz	
	3/28/2016	Public Health Week Apr 4-10 2016	PR			
PWA	3/28/2016	ERG Viaduct Artwork	P	CC	Stoneback	
CMO	3/28/2016	Equity & Inclusion	P	CC	Lyons	
CMO	3/28/2016	Investment Strategies	P	CC	Lyons	
PWA	3/28/2016	Fire Hydrant Painting	B	APW	Stoneback	
PWA	3/28/2016	Water Plant Roof & Masonry	B	APW	Stoneback	
CD	3/28/2016	Massage Establishment Ordinance	O	PD	Muenzer	
CD	3/28/2016	Ord 165-O-15: Impervious Surface Coverage Calculation	O	PD	Muenzer	Introduction: Held in Ctte 12.14.15
PRCS	3/28/2016	Special Events Calendar	B	HS	Hemingway	
PRCS	3/28/2016	Noyes Lease	B	HS	Hemingway	
CD	3/28/2016	2015 Consolidated Annual Performance and Evaluation Report (CAPER)	B	HCDC	Muenzer	

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	4/11/2016	April Fair Housing Month	PR			
	4/11/2016	National Library Week Apr 10-16	PR			
	4/11/2016	National Volunteer Week Apr 10-16	PR			
PRCS	4/11/2016	Lakefront Concessions	B	APW	Hemingway	
PWA	4/11/2016	Parking Lot Engineering Services	B	APW	Stoneback	
PWA	4/11/2016	Construction Engr and Surveying Services	B	APW	Stoneback	
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			
PRCS	5/23/2016	Handyman Contract	B	HS	Hemingway	
PRCS	6/13/2016	Moran Center Rehabilitation Agreement	B	APW	Hemingway	
Council & Committee Meetings						
Thurs, Mar 3	7:00 PM	Housing & Homelessness Commission				
Mon, Mar 7	6:00 PM	Human Services Committee				
Mon, Mar 14	6:00 PM	A&PW, P&D, City Council meetings				
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	7:00 PM	City Council meeting				
Wed, Mar 23	6:00 PM	Transportation/Parking Committee				
Wed, Mar 23	7:30 PM	Economic Development Committee				

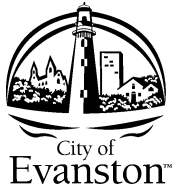
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Thurs, Mar 24	5:30 PM	Emergency Telephone System Board				
Mon, Mar 28	6:00 PM	A&PW, P&D, City Council meetings				
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	
CMO		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	
CD		Rental Licensing	O	PD		
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	
Admin Services		NO Parking agreement - Church St Garage	R	APW	Lyons/Storlie	
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		Standpipe Painting Engr Services Chg order 2	B	APW	Stoneback	
PWA		Standpipe Painting- Chg order 2	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: December 2015 Monthly Financial Report

Date: February 19, 2016

Please find attached the unaudited financial statements as of December 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	89,153,163	91,034,771	(1,881,608)	13,102,358	3,807,446
175	GENERAL ASSISTANCE FUND	1,336,224	779,714	556,510	739,609	522,645
180	GOOD NEIGHBOR FUND					1,000,000
185	LIBRARY FUND	6,885,044	6,161,123	723,921	2,102,891	1,543,607
195	NEIGHBORHOOD STABILIZATION	253,202	130,978	122,224	122,224	214,397
200	MOTOR FUEL TAX FUND	1,841,274	2,333,228	(491,954)	1,288,077	1,745,296
205	EMERGENCY TELEPHONE (E911)	1,023,646	1,329,323	(305,677)	602,677	645,921
210	SPECIAL SERVICE AREA (SSA) #4	322,058	323,000	(942)	144,258	0
215	CDBG FUND	1,722,828	1,431,590	291,238	476,140	10,218
220	CDBG LOAN	237,692	136,684	101,008	2,451,669	243,748
225	ECONOMIC DEVELOPMENT FUND	2,153,135	3,012,329	(859,193)	2,681,277	2,164,077
235	NEIGHBORHOOD IMPROV FUND	0	0	0	169,915	169,915
240	HOME FUND	552,523	499,594	52,929	4,633,008	4,500
250	AFFORDABLE HOUSING FUND	242,426	75,832	166,594	2,713,514	978,744
186	LIBRARY DEBT SERVICE FUND	562,740	601,811	(39,072)	132,667	0
300	WASHINGTON NATIONAL TIF FUND	4,925,014	4,139,172	785,843	6,972,547	6,826,707
305	SPECIAL SERVICE AREA (SSA) #5	422,531	297,150	125,381	589,427	525,429
310	HOWARD-HARTREY TIF	1,250,216	2,313,943	(1,063,726)	1,305,757	1,357,470
315	SOUTHWEST TIF FUND	0	893,475	(893,475)	0	0
330	HOWARD-RIDGE TIF FUND	606,568	689,664	(83,097)	176,022	152,518
335	WEST EVANSTON TIF FUND	257	57,137	(56,880)	443,490	551,934
345	CHICAGO-MAIN TIF	2,900,000	2,587,930	312,070	312,070	602,070
320	DEBT SERVICE FUND	25,085,026	13,184,391	11,900,635	15,697,422	262,407
415	CAPITAL IMPROVEMENTS FUND	8,500,767	10,621,855	(2,121,088)	6,049,838	8,243,107
420	SPECIAL ASSESSMENT FUND	392,255	228,417	163,838	2,682,406	2,678,336
505	PARKING SYSTEM FUND	9,178,746	11,481,405	(2,302,659)	10,512,058	11,077,944
510	WATER FUND	21,691,542	21,228,671	462,872	7,619,979	9,025,129
515	SEWER FUND	13,245,890	13,231,791	14,100	4,420,037	2,264,762
520	SOLID WASTE FUND	5,199,540	5,122,233	77,307	(1,034,768)	0
600	FLEET SERVICES FUND	3,335,942	2,941,540	394,402	273,458	0
601	EQUIPMENT REPLACEMENT FUND	1,536,458	1,820,815	(284,357)	1,899,429	1,090,184
605	INSURANCE FUND	16,683,830	17,256,521	(572,691)	(3,954,618)	1,036,699
Grand Totals		251,343,741	243,663,380	5,294,453	85,324,837	58,745,210

Included above are the ending balances as of December 31, 2015 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 December 31, 2015, the General Fund is reporting a net deficit of \$1,881,608. The large increase in expenses over November 2015 is partially due to the three payrolls booked to December and the bills that have been approved by Council through February for 2015 purchases. December is typically a below average month for revenue receipt as property taxes have been received, building permits are slowing for the season, and Parks programs are more popular during the summer. As can be seen in the chart on page four of this memorandum, the General Fund expenditures are nearly 100% of budget and revenues are 97.5% of budget.

The 2016 Proposed Budget document showed an anticipated 2015 deficit of \$869,677 due to the timing of the Northwestern building permit will is anticipated to be received in the first quarter. Unaudited December financials show a net deficit of \$1,881,608. The City of Evanston has an internal policy that the General Fund should have 16.6% of operating costs as fund balance. The unaudited financial report shows the General Fund closing 2015 2.2% below the required two-month fund balance at 14.4%.

Through December 31, 2015, the Economic Development Fund is showing a fund balance of \$2,681,277 and a cash balance of \$2,164,077.

The Parking Fund made the \$3.2 million Sherman Garage deck payment in December, reducing their fund balance to \$10,512,058.

Through December 31, 2015, the Solid Waste Fund is showing a negative fund balance of \$1,034,768 and a cash balance of \$0. Both of these are improvements over the negative balances presented in the November monthly financial report.

Though operating at a surplus for the year, the Fleet Fund is showing no cash balance through December 31, 2015. The fund balance for the Fleet Fund is \$273,458. This is a significant improvement over the end of 2014 fund balance of negative \$113,833.

Through December 31, 2015, the Insurance Fund is showing a negative fund balance of \$3,954,618. 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. The Insurance Fund's cash balance of \$1036,699 includes transfers from the IPBC Health Insurance Pool.

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 December 31, 2015 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Martin Lyons, Treasurer



Income Statement

Through 12/31/15
Summary Listing

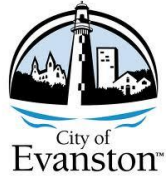
Classification	2015 Budget Amount	Dec-15 Actual Amount	YTD Actual Amount	%	2014 Actual
Fund Category Governmental Funds					
Fund Type GENERAL FUND					
Fund 100 - GENERAL FUND					
Property Taxes	11,637,118	27	11,397,061	98	11,547,828
Other Taxes	43,689,300	4,473,912	44,182,115	100	42,686,089
License	5,227,777	1,219,906	5,274,252	101	4,905,786
Permit	8,134,082	342,334	6,704,846	82	9,393,158
Fee	100,700	38,510	155,619	155	205,422
Fines and Forfeitures	4,495,774	292,419	3,548,230	79	3,357,965
Health Department Charges				+++	749
Parking Charges for Services	640,000	640,000	640,000	100	641,667
Parks and Recreation Charges for Services	5,367,751	287,803	5,373,025	95	5,339,742
Other Charges for Services	2,127,216	161,111	2,231,053	105	1,912,451
Interfund Transfers	7,892,893	630,220	7,822,014	99	7,794,660
Intergovernmental Revenue	765,727	124,186	637,577	83	1,040,024
Other Revenue	1,316,343	580,930	1,180,800	51	1,366,946
Interest Income	50,000	693	6,572	13	13,037
REVENUE	91,444,681	8,792,050	89,153,164	97.5%	90,205,523
CITY COUNCIL	427,044.00	52,621.28	417,571.07	98	450,772.86
CITY CLERK	249,979.00	39,102.67	281,912.91	113	259,907.98
CITY MANAGER'S OFFICE	1,903,126.00	275,920.88	1,804,588.13	95	1,911,830.50
LAW	1,129,534.00	136,512.38	1,044,228.36	92	1,060,789.73
ADMINISTRATIVE SERVICES	10,371,388.00	1,248,398.33	9,540,412.76	92	8,382,104.81
COMMUNITY DEVELOPMENT	2,427,257.00	328,715.00	2,407,297.65	99	2,627,186.11
POLICE	27,745,569.00	3,178,654.27	28,354,274.19	102	28,272,128.42
FIRE MGMT & SUPPORT	14,462,599.08	1,830,078.22	14,837,196.93	103	14,806,149.91
HEALTH	3,658,702.00	315,942.09	3,198,674.20	87	3,030,175.05
PUBLIC WORKS	18,048,955.18	2,535,726.64	18,007,849.19	100	18,454,528.38
PARKS, REC. AND COMMUNITY SERV.	10,836,161.00	1,242,585.82	11,140,765.88	103	12,350,340.11
EXPENSE TOTALS	\$91,260,314.26	\$11,184,257.58	\$91,034,771.27	100%	\$91,605,913.86
Fund 100 - GENERAL FUND Totals					
REVENUE TOTALS	91,444,681.00	8,792,049.96	89,153,163.56	97%	90,205,523.26
EXPENSE TOTALS	91,260,314.26	11,184,257.98	91,034,771.27	100%	91,605,913.86
Fund 100 - GENERAL FUND Net Gain (Loss)	\$184,366.74	(\$2,392,208.02)	(\$1,881,607.71)		(\$1,400,390.60)



Income Statement

Through 12/31/15
Summary Listing

Classification	2015 Budget Amount	Dec-15 Actual Amount	YTD Actual Amount	%	2014 Actual
Fund 505 - PARKING SYSTEM FUND					
Other Taxes	.00	.00	.00	+++	(36.01)
Permit	.00	.00	150.00	+++	850.00
Parking Charges for Services	6,524,475	24,298	6,081,495	93	5,964,469
Parks and Recreation Charges for Services	65,925			0	
Interfund Transfers	3,711,770	243,775	2,925,296	79	2,925,296
Intergovernmental Revenue	12,125			0	24,125
Other Revenue	115,236	13,485	153,545	133	90,966
Interest Income	35,070	1,413	18,260	52	31,645
REVENUE	10,464,601	282,971	9,178,746		9,037,314
Overtime Pay	21,000	3,622	29,187	139	25,894
Insurance	492	2	22	4	432
Benefits General	1,297,531	143,625	1,136,535	88	1,213,273
Pensions	123,660	12,762	99,018	80	119,072
Utilities Services	388,855	40,050	280,524	72	343,942
GENERAL	2,644,587	214,928	2,418,013	91	2,318,894
GENERAL	284,747	63,965	243,068	85	148,465
Capital Outlay	3,529,850	323,406	2,107,697	60	(79,159)
Depreciation Expense	1,943,217			0	2,785,161
Contingencies	12,965	3,583	6,951	54	9,686
Debt Service	3,917,652	3,661,236	3,917,650	100	727,892
Miscellaneous	252,000			0	
Interfund Transfers	1,242,738	103,562	1,242,741	100	1,240,883
EXPENSE	15,659,294	4,570,740	11,481,405		8,854,437
Fund 505 - PARKING SYSTEM FUND Totals					
REVENUE TOTALS	10,464,601	282,971	9,178,746	88%	9,037,314
EXPENSE TOTALS	15,659,294	4,570,740	11,481,405	73%	8,854,437
Fund 505 - PARKING SYSTEM FUND Net Gain (Loss)	(5,194,693)	(4,287,769)	(2,302,659)	44%	182,877



Income Statement

Through 12/31/15
Summary Listing

Classification	2015 Budget Amount	Dec-15 Actual Amount	YTD Actual Amount	%	2014 Actual
Fund 510 - WATER FUND					
Fee for service	70,000	9,311	105,483	151	118,038
Water Charges for Services	15,303,000	1,165,248	15,301,983	100	14,464,248
Sewer Charges for Services	45,000	3,525	45,102	100	44,518
Other Charges for Services	120,000		125,545	105	116,865
Intergovernmental Revenue				+++	14,181
Other Revenue	12,511,100	22,590	6,109,981	49	293,882
Interest Income	10,000	667	3,448	34	17,552
REVENUE	28,059,100	1,201,341	21,691,542		15,069,284
Other Employee Pay	81,120	8,000	48,689	60	35,513
Overtime Pay	129,325	25,919	111,890	87	155,600
Insurance	2,055	2	16	1	1,693
Benefits General	4,499,871	568,911	4,510,822	100	4,140,317
Pensions	419,970	51,585	386,339	92	434,861
Utilities Services	947,400	142,916	816,232	86	740,258
GENERAL	1,139,600	108,519	410,849	36	770,174
Utilities Supplies	62,500		55,304	88	72,803
GENERAL	1,190,390	132,803	913,527	77	982,073
Capital Outlay	18,752,100	21,266	583,227	3	12,663
Depreciation Expense				+++	1,569,014
Contingencies	1,000	497	854	85	756
Debt Service	1,046,399	744,959	1,046,399	100	438,227
Miscellaneous	12,480		875	7	770,057
Interfund Transfers	3,791,432	3,365,953	12,343,648	326	9,461,523
EXPENSES	32,075,642	5,171,331	21,228,671		19,585,533
Fund 510 - WATER FUND Totals					
REVENUE TOTALS	28,059,100	1,201,341	21,691,542	77%	15,069,284
EXPENSE TOTALS	32,075,642	5,171,331	21,228,671	66%	19,585,533
Fund 510 - WATER FUND Net Gain (Loss)	(4,016,542)	(3,969,990)	462,872	(12%)	(4,516,249)



Income Statement

Through 12/31/15
Summary Listing

Classification	2015 Budget Amount	Dec-15 Actual Amount	YTD Actual Amount	%	2014 Actual
Fund 515 - SEWER FUND					
Sewer Charges for Services	13,058,000	970,932	13,003,876	100	12,766,915
Other Charges for Services	14,700		19,650	134	18,150
Other Revenue	4,165		219,659	5,274	
Interest Income	1,000	763	2,706	271	3,221
REVENUE	13,077,865	971,696	13,245,890		12,788,286
Other Employee Pay		3,120	31,608	+++	
Overtime Pay	30,000	6,731	33,676	112	50,690
Insurance	405			0	403
Benefits General	996,644	126,631	1,005,582	101	1,103,559
Pensions	94,586	11,633	91,066	96	108,534
Utilities Services	7,000	1,022	1,022	15	6,638
GENERAL	916,500	30,295	897,053	98	140,486
GENERAL	86,300	11,599	48,644	56	119,518
Capital Outlay	628,500	3,400	500,881	80	212,183
Depreciation Expense				+++	3,367,923
Debt Service	9,619,477	1,133,309	9,613,730	100	1,735,371
Miscellaneous	5,000		3,306	66	
Interfund Transfers	1,005,223	83,769	1,005,223	100	800,045
EXPENSES	13,389,635	1,411,509	13,231,791		7,645,350
Fund 515 - SEWER FUND Totals					
REVENUE TOTALS	13,077,865	971,696	13,245,890	101%	12,788,286
EXPENSE TOTALS	13,389,635	1,411,509	13,231,791	99%	7,645,350
Fund 515 - SEWER FUND Net Gain (Loss)	(311,770)	(439,813)	14,100	(5%)	5,142,936



Income Statement

Through 12/31/15
Summary Listing

Classification	2015 Budget Amount	Dec-15 Actual Amount	YTD Actual Amount	%	2014 Actual
Fund 520 - SOLID WASTE FUND					
License	175,000	44,118	357,583	204	125,497
Other Charges for Services	3,616,394	292,176	3,557,884	98	3,590,758
Interfund Transfers	1,055,967	87,997	1,055,967	100	1,055,967
Other Revenue	235,000	6,676	228,105	97	254,958
REVENUE	5,082,361	430,967	5,199,540		5,027,180
Overtime Pay	25,000	10,460	41,358	165	70,748
Insurance	255	1	6	3	226
Benefits General	756,249	72,063	702,232	93	739,492
Pensions	69,165	6,877	60,582	88	82,748
Utilities Services	9,000	2,287	14,801	164	12,953
GENERAL	3,688,246	515,744	3,629,296	98	3,378,897
GENERAL	53,300	11,195	73,788	138	43,846
Capital Outlay	25,000	11,152	24,738	99	20,309
Debt Service	60,000	72,393	85,326	142	31,274
Miscellaneous	15,500		0	0	
Interfund Transfers	490,105	40,842	490,106	100	475,202
EXPENSE	5,191,820	743,015	5,122,233		4,855,696
Fund 520 - SOLID WASTE FUND Totals					
REVENUE TOTALS	5,082,361	430,967	5,199,540	102%	5,027,180
EXPENSE TOTALS	5,191,820	743,015	5,122,233	99%	4,855,696
Fund 520 - SOLID WASTE FUND Net Gain (Loss)	(109,459)	(312,047)	77,307	(71%)	171,484



Memorandum

To: Honorable Mayor and Members of the City Council

From: Damir Latinovic, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: February 19, 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.

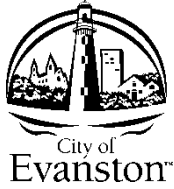
Please contact me at 847/448-8675 or dlatinovic@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, February 12 - February 18 , 2016

Zoning Reviews					
Ward	Property Address	Type	Project Description	Received	Status
1	1622 Sherman Avenue	Zoning Analysis	Proposed outdoor seating (Epic Burger)	02/10/16	DAPR 2/24/16
1	1722 Sherman Avenue	Building Permit	Façade change to replace metal siding (Campus Gear)	02/15/16	DAPR 3/9/16
1	1838 Chicago Avenue	Building Permit	Int/ext. site improvements @ Allison Hall (NU)	02/18/16	DAPR 3/9/16
3	605 Hinman Avenue	Building Permit	Replace existing stairs/porches "in kind" @ Multi-fam. Res.	02/17/16	compliant
4	1571 Maple Avenue	Building Permit	Construct 12-story, 101 DU multifamily residence (Planned Development)	12/21/15	pending add'l info from the applicant
4	1603 Orrington Avenue	Building Permit	Install four (4) new pole lights @ Chase Bank Pavillion patio	01/14/16	DAPR 02/24/16
4	630 Davis Street	Building Permit	Proposed exterior modifications to Chandler Building	01/14/16	DAPR 3/9/16
5	1424 Noyes Street	Building Permit	Construct 1-story addition @ SFR.	02/16/16	compliant
6	2422 Hastings Avenue	Building Permit	Construct rear yard paver patio	11/18/15	pending Major Variation
6	2745 Ewing Avenue	Building Permit	Demo existing, construct 2-car det. Garage @ SFR	02/15/16	complaint
6	2418 Lincoln Street	Zoning Analysis	Construct 2-story addition, rear terrace @ SFR.	02/16/16	compliant
6	2414 Hartzell Street	Building Permit	Construct 2nd story addition, front porch @ SFR.	02/17/16	pending add'l info from applicant
8	2330 Oakton Street	Zoning Analysis	Expansion of existing parking lot (Pace Bus).	01/19/16	pending DAPR review
8	309-323 Howard Street	Building Permit	Convert second floor office space into 12 Dwelling Units (parking variation granted)	01/27/16	pending staff review
8	355 Ridge Avenue	Building Permit	Int. remodeling (oncology lab) @ St. francis Hospital	02/18/16	compliant
9	1622 Main Street	Building Permit	Demo existing, construct 2-car det. Garage @ SFR	02/16/16	compliant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	831 Emerson Street	Planned Development, Special Use and Rezoning	New mixed use 12-story building with 260 DUs, 3300-sq. ft. commercial space and 145 parking spaces	10/29/15	PD 02/22/16
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 Ave	Planned Development and Rezoning	New 11-story independent and assisted living senior housing development with 165 units and 55 parking spaces	12/11/15	Plan Commission 03/09/16
2	1610 Fowler Avenue	Major Variation	Establish one open parking space in the rear yard with a 0.5' side yard setback	11/20/15	P&D 02/22/16
3	1140 Lakeshore Boulevard	Major Variation	Street side yard setback for a generator and rear yard setback for one open parking space at SFR	12/30/15	P&D 02/22/16
3	1304 Chicago Avenue	Special Use	Resale Establishment (Threads Boutique)	01/07/16	P&D 02/22/16
3	1045 Hinman Avenue	Minor Variation	Rear yard setback to install a/c condensing unit	01/21/16	Determination after 03/02/16
3	801 Forest Avenue	Major Variation	5' rear yard setback for a 1.5 story attached garage with a rooftop deck/pergola	02/11/16	Pending DAPR & ZBA 03/15/16
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
4	1560 Oak Avenue	Minor Variation	Install 8'h wrought iron fence in side yard	12/23/15	Preservation Commission approved on 02/16/16. Pending staff review.
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	Determination after 3/2/16
6	2422 Hastings Avenue	Major Variation	Impervious surface coverage for a brick paver patio	12/04/15	ZBA 03/15/16
6	2745 Lincolnwood Drive	Minor Variation	Bldg. lot coverage to construct a 1-story addition	02/04/16	Determination after 2/26/16
7	1501 Central Street (West Ryan Field Parking Lot)	Special Use & Major Variation	Reconstruct and extend existing NU parking lot, add landscaping, add lighting with 5' street side setback	01/22/16	P&D 03/14/16



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: February 19, 2016

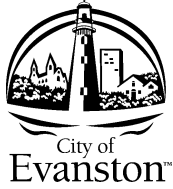
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

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, February 19, 2016

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	1515 Chicago Avenue (Hyatt House)	New Hotel	Exterior finishes are nearly complete and interior finish work in the common floors has begun. Job site is well kept. Public right of way is safe and clear. Neighboring storm structures are clear of debris.	2/17/2016
1	1619 Chicago Avenue (The Merion)	Residential Addition	Fences and sidewalks are in good condition. Catch basin is clean. No dust or mud being created at time of inspection.	2/16/2016
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Sidewalks and fences are in good condition. Sidewalks are free of ice. Soil erosion reports are current and work on Colfax houses continues.	2/16/2016
3	835 Chicago Avenue (9-story mixed-used)	Foundation	Streets, fences and sidewalks are in good condition. Catch basin is clean. Work on 4th floor structural steel and planking is underway.	2/16/2016
4	1026 Davis Street (Taco Diablo/LuLu's)	Restaurant/Retail	Work continues on the installation of perimeter wall framing and insulation. The west half of the project is roughed in and enclosed with plywood and plastic sheathing. HVAC, electrical and plumbing installation on first and ground floor is in progress. Job site is kept in order.	2/15/2016
4	1029 - 1035 Davis Street	One Story Commercial	Drywall installation, fire suppression piping and above ceiling electric continues. Job site is well maintained.	2/15/2016
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. Electrical above ceiling grid and drywall installation continues on 3rd floor. Ventilation hoods are installed in the food preparation areas located in the basement. Exterior is kept clean and in order. Interior work continues.	2/15/2016
7	1620 Central	New 47 Unit Apartment Building	Footings and front foundation wall section is completed including pre-cast floor sections. Sidewalk is clear of debris and snow. Job site is well kept.	2/15/2016
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Walls at southeast and southwest have been approved, north towers have resumed work. Construction fence, windscreen, silt fence and floating silt fence at neighboring pond are in good condition.	2/17/2016
7	560 Lincoln (NU Residence Hall)	New Dormitory	East side foundations are nearing completion and caissons are all drilled and being poured. Site is being maintained and neighboring catch basket is clear of debris.	2/17/2016
8	222 Hartrey Avenue (Autobarn)	Interior/Exterior Remodel	Fences, street and sidewalks are in good condition. Exterior Dryvit work on west end continues. Interior finishes are underway.	2/16/2016



Memorandum

To: Honorable Mayor and Members of the City Council

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

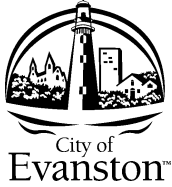
Subject: Food Establishment Application Weekly Report

Date: February 19, 2016

The table below is the weekly report of all applications for Food Establishments received during the week of February 14, 2016

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

Establishment Name	Address	Ward	Application Received on	Type	Proposed Opening Date
Margarita European Inn	1566 Oak	4	2/15/2016	Food Establishment	< 30 Days
Old Dixie Café	825 Church	1	2/16/2016	Food Establishment	< 30 Days
Berry Pike	1100 Davis	4	2/17/2016	Food Establishment	< 30 Days



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: February 19, 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	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 Liquor Board Meeting
1	Flat Top Grill (ownership change)	707 Church Street	D	Restaurant (Alcohol)	11 am-11 pm (Sun-Sat)	02/01/16	Pending Liquor Board Meeting
2	Red Robin Burger Works	1700 Maple Street	D	Restaurant (Alcohol)	10 am-10 pm (Sun-Thu) 10 am – 1 pm (Fri-Sat)	02/02/16	Pending Liquor Board Meeting
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 Liquor Board Meeting
4	The Funky Monk	618 ½ Church Street	D	Restaurant (Alcohol)	11am-9 pm (Sun – Sat)	02/08/16	Pending Liquor Board Meeting
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 Liquor Board Meeting

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