



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, December 18, 2015

STAFF REPORTS BY DEPARTMENT



Weekly Report for December 11, 2015 –December 17, 2015

Administrative Services

Weekly Bids Advertised
October 2015 Financial Report

City Manager's Office

Council Meeting Agenda Schedule

Community Development

Zoning Report
Inspection Report

Economic Development

Monthly Economic Development Report for November 2015

Health Department

Food Establishment Application Weekly Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading

NWMC Weekly Briefing

***PLEASE NOTE: THERE WILL BE NO REPORT DECEMBER 25, 2015 OR JANUARY 1ST, 2016**

PUBLIC NOTICES, AGENDAS & MINUTES

Wednesday, December 23, 2015

Design and Project Review Committee

www.cityofevanston.org/dapr



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of December 11, 2015 through December 17, 2015.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2751	2618
SERVICE REQUESTS	566	741
TOTAL CHATS	89	49
TOTAL TEXT	17	10

Top 5 Service Requests

Total

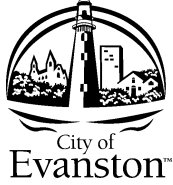
Most requested service requests (Source: PublicStuff - Open/Closed)

- | | |
|---------------------------------------|-----|
| 1. Building Permit Inspection Request | 113 |
| 2. Holiday Basket 2015 | 54 |
| 3. Trash – Special Pick up | 43 |
| 4. Broken Parking Meter | 30 |
| 5. Trash – Missed Garbage Pick up | 29 |

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	474
Administrative Services -Finance	86
Administrative Services -HR	37
Administrative Services - Other	250
City Manager's Office	21
ComDev / Economic Development	13
ComDev/ Bldg Inspections	304
ComDev / Housing Rehab	6
ComDev / Planning/Zoning	12
General Assistance	5
Fire Life Safety	50
PublicStuff Request	292
Health	73
Information	468
Law	9
Library	7
Mayor's Office	4
Other/311	172
Other – Social Services	19
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	15
Parks – Other	12
Parks/Recreation	42
Parks – Forestry	11
Parks- Recreation Programs	42
Police	90
Public Works / Fleet	1
Public Works / Street Sanitation	124
Public Works / Engineering	34
Tax Assessment Office	4
Utilities – Power	3
Utilities – Sewer	4
Utilities – Water	66
TOTAL	2751



Memorandum

To: Wally Bobkiewicz, City Manager

From: Martin Lyons, Assistant City Manager/ Chief Financial Officer
 Ashley King, Assistant Director of Finance Division
 Tammi Turner, Purchasing Manager

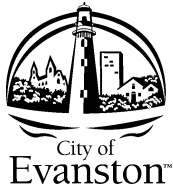
Subject: Bids/RFPs/RFQs Advertised during the Week of December 14, 2015

Date: December 18, 2015

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 December 14, 2015

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
RFQ 16-08 Central Street Bridge Phase I Engineering Study	Public Works Agency	The City of Evanston's Public Works Agency is seeking proposals from experienced firms for: Central Street Bridge Phase I Engineering Study as required by Illinois Department of Transportation funded by STP- BR Funds.	\$440,000	Jan 26	Mar 14



Memorandum

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

From: Ashley King, Assistant Director of Administrative Services
 David Meimers, Accounting Manager

Subject: October 2015 Monthly Financial Report

Date: December 4, 2015

Please find attached the unaudited financial statements as of October 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	73,420,702	73,113,948	306,754	15,290,720	6,629,607
175	GENERAL ASSISTANCE FUND	1,333,940	652,924	681,016	864,115	642,476
185	LIBRARY FUND	6,500,872	4,883,697	1,617,176	2,996,146	2,207,505
195	NEIGHBORHOOD STABILIZATION	195,307	119,958	75,349	75,349	224,599
200	MOTOR FUEL TAX FUND	1,008,413	2,022,790	(1,014,378)	765,653	1,222,872
205	EMERGENCY TELEPHONE	766,369	891,446	(125,077)	783,276	591,611
210	SPECIAL SERVICE AREA (SSA)	322,058	242,250	79,808	225,008	(109,794)
215	CDBG FUND	1,117,489	957,739	159,750	344,652	(87,714)
220	CDBG LOAN	164,065	31,072	132,993	2,483,654	253,656
225	ECONOMIC DEVELOPMENT	2,085,616	2,708,878	(623,263)	2,917,208	2,335,137
235	NEIGHBORHOOD IMPROVEMENT				169,915	169,915
240	HOME FUND	488,386	431,478	56,908	4,636,987	8,749
245	LIBRARY ENDOWMENT FUND				3,920,732	
250	AFFORDABLE HOUSING FUND	191,644	44,396	147,248	2,694,168	937,814
186	LIBRARY DEBT SERVICE FUND	598,014	126,892	471,122	564,717	468,713
300	WASHINGTON NATIONAL TIF	4,923,680	2,976,944	1,946,736	8,133,440	7,682,242
305	SPECIAL SERVICE AREA (SSA)	422,531	21,075	401,456	865,502	801,504
310	HOWARD-HARTREY TIF	1,249,700	1,747,215	(497,514)	1,871,969	1,908,398
315	SOUTHWEST TIF FUND		893,387	(893,387)	278	
330	HOWARD-RIDGE TIF FUND	607,483	669,813	(62,330)	196,789	(5,586)
335	WEST EVANSTON TIF FUND	195	47,786	(47,591)	452,779	459,874
345	CHICAGO-MAIN TIF	2,900,000	2,292,102	607,898	607,898	607,898
320	DEBT SERVICE FUND	13,113,556	3,637,837	9,475,719	13,272,506	11,532,083
415	CAPITAL IMPROVEMENTS FUND	639,021	5,864,230	(5,225,210)	2,945,716	3,685,651
420	SPECIAL ASSESSMENT FUND	103,715	202,253	(98,538)	2,420,030	2,415,960
505	PARKING SYSTEM FUND	7,659,424	6,098,567	1,560,857	14,375,574	14,098,930
510	WATER FUND	12,943,379	14,872,877	(1,929,498)	5,524,609	4,059,682
515	SEWER FUND	11,076,199	10,528,231	547,968	4,953,905	2,703,094
520	SOLID WASTE FUND	4,180,992	3,997,322	183,670	(928,405)	(1,377,008)
600	FLEET SERVICES FUND	2,788,143	2,396,510	391,633	270,689	(303,985)
601	EQUIPMENT REPLACEMENT	1,261,917	1,303,136	(41,219)	2,142,567	1,125,757
605	INSURANCE FUND	13,802,387	14,079,119	(276,732)	(3,658,659)	1,284,308
		165,865,198	157,855,872	8,009,325	92,179,488	66,173,947

Included above are the ending balances as of October 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 October 31, 2015, the General Fund is reporting a net surplus of \$306,751. This is primarily due to the timing of revenues. At this point, approximately 97% of property taxes have been received. As can be seen in the chart on page four of this memorandum, the General Fund expenditures are 80.12% of budget and revenues are 80.29% of budget.

Through October 31, 2015, the Community Development Block Grant (CDBG) Fund is showing a negative cash balance of \$87,714. This amount will be reimbursed from draw-downs from HUD during November.

Through October 31, 2015, the Economic Development Fund is showing a fund balance of \$2,917,208 and a cash balance of \$2,335,137.

The Parking Fund (fund balance of \$14,375,574) has capital projects in process including the Civic Center Lot (\$1.3 million), and will have work scheduled for periodic parking deck maintenance/capital improvements in 2016.

Through October 31, 2015, the Solid Waste Fund is showing a negative fund balance of \$928,405 and a negative cash balance of \$1,377,008.

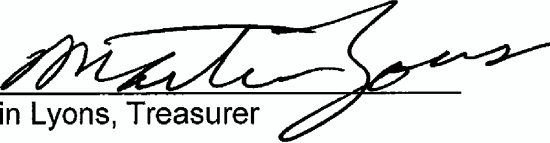
Though operating at a surplus for the year, the Fleet Fund is showing a negative cash balance of \$303,985 through October 31, 2015. The fund balance for the Fleet Fund is \$270,689. This is a significant improvement over the end of 2014 fund balance of negative \$113,833.

Through October 31, 2015, the Insurance Fund is showing a negative fund balance of \$3,658,659. 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 \$1,345,082 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 October 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 10/31/15
Summary Listing

Organization	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	% of Budget	Prior Year Total Actual
Fund 100 - GENERAL FUND					
Property Taxes	11,637,118	20,045	11,321,381	97	11,547,828
Other Taxes	43,689,300	3,857,383	36,301,788	83	42,686,089
License	4,001,877	96,773	1,752,024	44	3,640,206
Permit	8,139,082	627,923	5,967,826	73	9,400,120
Fee	1,756,200	30,661	1,412,901	80	1,840,274
Fines and Forfeitures	4,495,774	336,341	2,942,230	65	3,357,965
Health Department Charges	47,027	1,757	132,697	282	416,946
Parking Charges for Services	640,000			0	641,667
Parks and Recreation Charges	5,367,751	187,315	4,851,917	90	5,339,742
Other Charges for Services	1,692,616	111,176	1,389,750	82	1,536,216
Interfund Transfers	7,892,893	686,402	6,418,533	81	7,794,625
Intergovernmental Revenue	723,700	(455,921)	361,611	50	627,970
Other Revenue	1,311,343	(25,123)	563,041	43	1,362,838
Interest Income	50,000	614	5,002	10	13,037
Revenue Total	91,444,681	5,475,345	73,420,702	80%	90,205,523
CITY COUNCIL	427,044.0	28,923.0	334,136.3	78	450,773
CITY CLERK	249,979	20,284	221,665	89	259,908
CITY MANAGER'S OFFICE	1,903,126	109,431	1,421,355	75	1,911,831
LAW	1,129,534	74,605	830,995	74	1,060,790
ADMINISTRATIVE SERVICES	10,371,388	553,000	7,580,790	73	8,382,105
COMMUNITY DEVELOPMENT	2,427,257	178,204	1,864,907	77	2,627,186
POLICE	27,745,569	2,128,934	22,922,140	83	28,272,128
FIRE MGMT & SUPPORT	14,462,599	1,164,547	11,900,037	82	14,806,150
HEALTH	3,658,702	832,579	2,646,783	72	3,030,175
PUBLIC WORKS	18,048,955	1,320,644	14,192,704	79	18,454,528
PARKS, REC. AND COMMUNITY	10,836,161	743,793	9,198,434	85	12,350,340
Expense Total	91,260,314	7,154,943	73,113,948	80%	91,605,914
Fund 100 -					
Revenue Total	91,444,681	5,475,345	73,420,702		90,205,523
Expense Total	91,260,314	7,154,943	73,113,948		91,605,914
Fund 100 -	184,367	(1,679,598)	306,754		(1,400,391)
Starting Fund Balance	14,983,966		14,983,966		
Net Change	174,321		306,754		
Ending Fund Balance	15,158,287		15,290,720		



Income Statement

Through 10/31/15
Summary Listing

Organization	Organization Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	% of Budget	Prior Year Total Actual
Fund Category Proprietary Funds						
Fund Type Enterprise Funds						
Fund 505 - PARKING SYSTEM FUND						
REVENUE						
Department 19 - ADMINISTRATIVE SERVICES						
7005	PARKING SYSTEM MGT	3,227,325	229,825	2,430,524	75	2,715,744
7015	PARKING LOTS & METERS					(48,660)
7025	CHURCH STREET GARAGE	694,140	59,307	585,849	84	660,944
7036	SHERMAN GARAGE	5,262,436	352,170	3,698,617	70	4,412,973
7037	MAPLE GARAGE	1,280,700	35,144	944,434	74	1,296,314
Department 19 - ADMINISTRATIVE SERVICES Totals		10,464,601	676,446	7,659,424	1	9,037,314
REVENUE TOTALS		10,464,601	676,446	7,659,424	1	9,037,314
EXPENSE						
Department 19 - ADMINISTRATIVE SERVICES						
7005	PARKING SYSTEM MGT	4,929,138	192,410	2,205,065	45	1,978,168
7015	PARKING LOTS & METERS	1,213,609	89,282	813,379	67	429,634
7025	CHURCH STREET GARAGE	629,856	57,399	323,702	51	417,414
7030	PARKING GARAGE BONDS	176,400		13,200	7	174,100
7035	CHURCH/CHICAGO GARAGE					(140,642)
7036	SHERMAN GARAGE	5,832,240	140,071	1,026,253	18	2,904,338
7037	MAPLE GARAGE	1,658,921	120,114	658,750	40	1,898,137
7039	2010B BONDS-PARKING DEBT SERV.	29,482		66,845	227	4,398
7050	TRANSFERS	1,189,648	99,137	991,374	83	1,188,891
Department 19 - ADMINISTRATIVE SERVICES Totals		15,659,294	698,413	6,098,567		8,854,437
EXPENSE TOTALS		15,659,294	698,413	6,098,567		8,854,437
Fund 505 - PARKING SYSTEM FUND Totals						
REVENUE TOTALS		10,464,601	676,446	7,659,424	1	9,037,314
EXPENSE TOTALS		15,659,294	698,413	6,098,567		8,854,437
Fund 505 - PARKING SYSTEM FUND Net Gain (Loss)		(5,194,693)	(21,967)	1,560,857		182,877
Starting Fund Balance		12,814,717		12,814,717		
Net Change		(5,194,693)		1,560,857		
Ending Fund Balance		7,620,024		14,375,574		



Income Statement

Through 10/31/15
Summary Listing

Organization	Organization Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	% of Budget	Prior Year Total Actual
Fund Category Proprietary Funds						
Fund Type Enterprise Funds						
Fund 510 - WATER FUND						
REVENUE						
Department 71 - UTILITIES						
7100	WATER GENERAL SUPPORT	28,014,100	1,128,055	12,911,135	46	15,054,698
7105	PUMPING				+++	350
7110	FILTRATION	45,000		30,878	69	
7130	WATER CAPITAL OUTLAY				+++	5,672
7131	CAPITAL IMPROVEMENTS				+++	8,508
7300	WATER BOND AND INTEREST		411	1,366	+++	56
Department 71 - UTILITIES Totals		<u>28,059,100</u>	<u>1,128,466</u>	<u>12,943,379</u>	<u>46%</u>	<u>15,069,284</u>
REVENUE TOTALS		28,059,100	1,128,466	12,943,379	46%	15,069,284
EXPENSE						
Department 71 - UTILITIES						
7100	WATER GENERAL SUPPORT	1,059,638	96,006	756,483	71	3,502,605
7105	PUMPING	2,426,701	216,455	1,737,583	72	2,023,601
7110	FILTRATION	2,612,781	186,014	1,598,696	61	2,331,616
7115	DISTRIBUTION	1,724,142	132,399	1,264,024	73	1,444,158
7120	WATER METER MAINTENANCE	194,336	12,522	158,262	81	280,083
7125	OTHER OPERATIONS	527,500	11,882	166,506	32	204,980
7130	WATER CAPITAL OUTLAY	419,000	5,445	120,704	29	72,953
7131	CAPITAL IMPROVEMENTS	18,402,600		217,056	1	12,430
7133	ARRA / IEPA LOAN DS (L173382)	67,505	33,752	67,505	100	
7140	2010B BONDS	92,168		6,238	7	13,750
7145	2011A BONDS	240,920		51,105	21	102,909
7150	2012A BONDS	300,694		62,847	21	121,718
7151	2013A BONDS	149,171		37,086	25	91,461
7160	INTERFUND TRANSFERS	3,662,545	305,212	3,052,122	83	3,838,052
7165	TRANSFER TO DEP.,IMP.,EXT			5,500,000	+++	5,500,000
7509	2014A BONDS	195,941		76,660	39	45,218
Department 71 - UTILITIES Totals		<u>32,075,642</u>	<u>999,686</u>	<u>14,872,877</u>	<u>46%</u>	<u>19,585,533</u>
EXPENSE TOTALS		32,075,642	999,686	14,872,877	46%	19,585,533
Fund 510 - WATER FUND Totals						
REVENUE TOTALS		28,059,100	1,128,466	12,943,379	46%	15,069,284
EXPENSE TOTALS		32,075,642	999,686	14,872,877	46%	19,585,533
Fund 510 - WATER FUND Net Gain (Loss)		(4,016,542)	128,779	(1,929,498)	48%	(4,516,249)
Starting Fund Balance		7,454,107		7,454,107		
Net Change		32,075,642		(1,929,498)		
Ending Fund Balance		39,529,749		5,524,609		



Income Statement

Through 10/31/15
Summary Listing

Organization	Organization Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	% of Budget	Prior Year Total Actual
Fund Category Proprietary Funds						
Fund Type Enterprise Funds						
Fund 515 - SEWER FUND						
REVENUE						
Department 71 - UTILITIES						
7400	SEWER MAINTENANCE	13,077,865	1,329,565	10,836,890	83	12,770,136
7420	SEWER IMPROVEMENTS		42,831	239,309	+++	18,150
Department 71 - UTILITIES Totals		13,077,865	1,372,396	11,076,199	85%	12,788,286
REVENUE TOTALS		13,077,865	1,372,396	11,076,199	85%	12,788,286
EXPENSE						
Department 71 - UTILITIES						
7400	SEWER MAINTENANCE	1,779,750	239,446	1,342,627	75	5,113,395
7410	SEWER OTHER OPERATIONS	103,300		26,406	26	23,879
7411	INTERFUND TRANSFERS	818,608	68,217	682,173	83	622,316
7415	CAPITAL OUTLAY	13,500		11,249	83	2,821
7420	SEWER IMPROVEMENTS	1,055,000	44,902	1,009,676	96	208,204
7425	LONG RANGE SEWER IMPROVE				+++	(3,424)
7477	IEPA (L 174775)	80,000		40,028	50	
7478	IEPA (L 17-5240)	11,000			0	
7511	2010B BONDS	24,551		1,662	7	3,663
7512	2011 A BONDS- SEWER DEBT SERV.	49,772		10,558	21	21,260
7525	IEPA	9,009,468	266,839	7,336,489	.81	1,563,329
7590	2007 BONDS (1997)SEWER1	254,850		22,425	9	53,520
7596	2008 GO BONDS-SEWER				+++	(56,824)
7597	2008C GO BONDS DEBT SERVICE	189,836		44,938	24	93,211
Department 71 - UTILITIES Totals		13,389,635	619,405	10,528,231	79%	7,645,350
EXPENSE TOTALS		13,389,635	619,405	10,528,231	79%	7,645,350
Fund 515 - SEWER FUND Totals						
REVENUE TOTALS		13,077,865	1,372,396	11,076,199	85%	12,788,286
EXPENSE TOTALS		13,389,635	619,405	10,528,231	79%	7,645,350
Fund 515 - SEWER FUND Net Gain (Loss)		(311,770)	752,991	547,968	(176%)	5,142,936
Starting Fund Balance		4,405,937				4,405,937
Net Change		(311,770)				547,968
Ending Fund Balance		4,094,167				4,953,905



Income Statement

Through 10/31/15
Summary Listing

Organization	Organization Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	% of Budget	Prior Year Total Actual
Fund Category Proprietary Funds						
Fund Type Enterprise Funds						
Fund 520 - SOLID WASTE FUND						
REVENUE						
Department 26 - PUBLIC WORKS						
7685	REFUSE COLLECT & DISPOSAL	4,683,361	381,929	3,833,344	82	4,649,654
7690	RESIDENTIAL RECYCLING COL	179,000	6,930	310,619	174	140,559
7695	YARD WASTE COLLECTION	220,000	2,890	37,029	17	236,967
Department 26 - PUBLIC WORKS Totals		5,082,361	391,750	4,180,992	82%	5,027,180
		REVENUE TOTALS			82%	5,027,180
EXPENSE						
Department 26 - PUBLIC WORKS						
7651	GENERAL SUPPORT			1,321	+++	2,912
7685	REFUSE COLLECT & DISPOSAL	3,209,621	193,134	2,386,460	74	2,876,007
7690	RESIDENTIAL RECYCLING COL	1,281,949	101,072	1,082,543	84	1,210,051
7695	YARD WASTE COLLECTION	700,250	76,630	526,997	75	676,135
Department 26 - PUBLIC WORKS Totals		5,191,820	370,835	3,997,322	77%	4,765,105
Department 71 - UTILITIES						
7685	REFUSE COLLECT & DISPOSAL	0	0	0	+++	502
7690	RESIDENTIAL RECYCLING COL	0	0	0	+++	90,089
Department 71 - UTILITIES Totals		0	0	0	+++	90,591
		EXPENSE TOTALS			77%	4,855,696
Fund 520 - SOLID WASTE FUND Totals						
		REVENUE TOTALS			82%	5,027,180
		EXPENSE TOTALS			77%	4,855,696
Fund 520 - SOLID WASTE FUND Net Gain (Loss)		(109,459)	20,914	183,670	(168%)	171,484
Starting Fund Balance		(1,112,075)		(1,112,075)		
Net Change		(109,459)		183,670		
Ending Fund Balance		(1,221,534)		(928,405)		

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
Mayor	1/11/2016	Mayor's Compact – Next Steps on Climate Action	P	CC	Hurley	
Police	1/11/2016	Promotions	A	CC	Eddington	
PWA	1/11/2016	ERG Viaduct Artwork	P	CC	Stoneback	
PWA	1/11/2016	Fly Dumping	P	APW	Stoneback	At A&PW
Admin Services	1/11/2016	Janitorial Contract Renewal	B	APW	Storlie	
Admin Services	1/11/2016	Vehicle Purchases	B	APW	Storlie	
Admin Services	1/11/2016	Accela Software Renewal	B	APW	Storlie	
PWA	1/11/2016	Auto Vehicle Locators	B	APW	Stoneback	
PWA	1/11/2016	Sewer Structure Lining	B	APW	Stoneback	
PWA	1/11/2016	Treated Water Storage - Engr Services	B	APW	Stoneback	
PWA	1/11/2016	Emerson/Ridge/Green Bay & Green Bay– Construction Funding Agreement (With IDOT)	B	APW	Stoneback	
PWA	1/11/2016	Emerson/Ridge/Green Bay & Green BAY – Construction Engineering (with ESI)	B	APW	Stoneback	
PWA	1/11/2016	Union Pacific Agreement for E/R/G/ Viaduct	B	APW	Stoneback	
PWA	1/11/2016	Debris Hauling	B	APW	Stoneback	
PWA	1/11/2016	Change order with Info Send for utility (water) billing	B	APW	Stoneback	
PWA	1/11/2016	Church Street Boat Ramp Chg Order (time ext)	B	APW	Stoneback	
PWA	1/11/2016	48" Intake Eng Svcs Chg Order 2	B	APW	Stoneback	
PWA	1/11/2016	48" Intake Construction Change Order 4	B	APW	Stoneback	
PWA	1/11/2016	Standpipe Painting Engr Services Chg order 2	B	APW	Stoneback	
PWA	1/11/2016	Standpipe Painting- Chg order 2	B	APW	Stoneback	
CMO	1/11/2016	Church Street ComEd Parking Lot Lease	R	APW	Bobkiewicz	
Fire	1/11/2016	NIPSTA Delegates	R	APW	Klaiber	
Law	1/11/2016	Liquor Ords (2)	O	APW	Farrar	Introduction
Admin Services	1/11/2016	Wheel Tax: 30-day Grace Period	O	APW	Storlie	Introduction
PRCS	1/11/2016	Naming Ecology Ctr Classroom: Elizabeth A. Patterson	B	PD	Dorneker	
CD	1/11/2016	Ord 154-O-15: Addition of Vehicle Rentals to Zoning Ord	O	PD	Muenzer	Introduction: Held in Ctte 12.14.15
CD	1/11/2016	860 Hinman Ave: Convert rooming house units to 102 dwelling units	O	PD	Muenzer	Introduction
CD	1/11/2016	2115 Dewey Avenue – Variances to construct a 2nd-story office addition	O	PD	Muenzer	Introduction
CD	1/11/2016	Sidewalk Cafes Administrative Revisions	O	PD?	Muenzer	Introduction

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
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
PRCS	1/11/2016	Noyes Tenant Agreements	B	HS	Dorneker	
CMO	1/19/2016	Residential Property Issues: crime free property; nuisance property; landlord licensing	P	CC	Bobkiewicz	Tuesday, Council Meeting only: 7 pm
PRCS	1/19/2016	Robert Crown Report	P	CC	Lyons/Dorneker	
Admin Serv	1/25/2016	Investment Strategies: Institutions	B	APW	Lyons	
PWA	1/25/2016	Replacement of Residential Trash Carts	O	APW	Stoneback	
Law/Admin Services	1/25/2016	Hotel-Motel Tax on B&Bs	O	APW	Lyons/Farrar	
PRCS	1/25/2016	Naming Ecology Ctr Classroom: Elizabeth A. Patterson	B	PD	Dorneker	
CD	1/25/2016	Ord 165-O-15: Impervious Surface Coverage Calculation	O	PD	Muenzer	Introduction: Held in Ctte 12.14.15
CD	1/25/2016	1501 Central Street – Special Use for 2 scoreboards at Northwestern University in the U2 District	O	PD	Muenzer	Introduction
PWA	2/8/2016	Fleetwood-Jourdain HVAC/Electrical – Consulting Svcs	B	APW	Stoneback	
PWA	2/8/2016	Gibbs-Morrison Stormwater Impr – Consulting Svcs	B	APW	Stoneback	
CD	2/8/2016	1610 Fowler Avenue – Variance to establish one open parking space in the rear yard	O	PD	Muenzer	Introduction
CMO	2/15/2016	Equity & Inclusion	P	CC	Lyons	
PWA	2/22/2016	Parking Garages- Church & Maple – Consulting Svcs	B	APW	Stoneback	
PWA	3/14/2016	Fountain Square Consulting Services	B	APW	Stoneback	

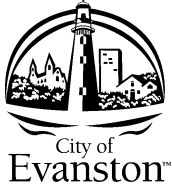
Council & Committee Meetings

Mon, Jan 4	6:00 PM	Rules				
Mon, Jan 4	7:30 PM	Human Services				
Thurs, Jan 7	7:00 PM	Housing & Homelessness Commission				
Mon, Jan 11	6:00 PM	A&PW, P&D, City Council				

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)						
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
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		NU 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



Memorandum

To: Honorable Mayor and Members of the City Council

From: Damir Latinovic, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: December 18, 2015

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

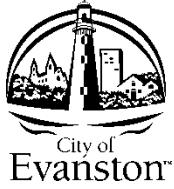
Please contact me at 847/448-8675 or dlatinovic@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, December 11 - December 17, 2015

Zoning Reviews					
Ward	Property Address	Type	Project Description	Received	Status
1	533 Davis Street	Building Permit	Interior remodeling @ Type 1 restaurant (Joy Yee Noodle)	12/15/15	compliant
1	1633 Chicago Avenue	Building Permit	Interior remodeling for financial Inst. (PNC Bank)	12/15/15	compliant
2	1606 Lake Street	Building Permit	Interior remodeling @ SFR.	12/15/15	compliant
2	1722 Greenwood Street	Building Permit	Interior remodeling @ SFR.	12/14/15	compliant
2	1607 Lake Street	Building Permit	Construct 2 1/2 story SFR.	12/17/15	pending add'l info applicant
3	1140 Lakeshore Blvd.	Zoning Analysis	Locate generator in street side yard and open parking in rear yard (revisions)	12/11/15	non-compliant
3	933 Chicago Avenue	Building Permit	Install roof-top solar photo voltaic system	12/15/15	compliant
3	1045 Hinman Avenue	Building Permit	Install rear yard a/c unit @ SFR.	12/17/15	non-compliant
4	601 Davis Street	Zoning Analysis	Planned Development: Construct new 27 story, 217 DU building with 20,000 sq ft ground-floor retail	12/09/15	pending staff review
6	2418 Lincoln Street	Zoning Analysis	Construct 2-story addition, rear yard terrace @ SFR.	12/17/15	compliant
6	2720 Central Street	Building Permit	Replace existing cabling and radio sys. To antennae (AT & T)	12/14/15	compliant
7	2309 Grey Avenue	Building Permit	Demolish existing, construct new 2-story single-family residence.	10/21/15	pending add'l info from the applicant
7	2255 Campus Drive	Zoning Analysis	Construction of new building (NU Athletic Facility)	12/15/15	pending staff review
7	1949 Campus Drive	Building Permit	Construct 2-story addition (Wirtz Performing Arts Ctr, NU)	12/03/15	DAPR 1/6/16
7	2242 Ridge Avenue	Building Permit	Replace existing front stairs/landing @ SFR.	12/14/15	compliant
7	555 Clark Street	Building Permit	Replace existing antennae, radios, and cabling (AT & T)	12/14/15	compliant
8	143 Dodge Avenue	Building Permit	Rebuild rear porch "in kind" @ 2-fam. Res.	12/14/15	compliant
9	609 South Blvd.	Building Permit	Convert commercial building into multi-family residence (16 du's)	11/19/15	DAPR 1/6/16
9	2233 Madison Place	Building Permit	Interior remodeling @ SFR.	12/14/15	compliant
9	1418 Main Street	Zoning Analysis	Construct 1-car det. Garage @ SFR.	12/14/15	non-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 14-story building with 287 DUs, 3000-sq. ft. commercial space and 145 parking spaces	10/29/15	PC 1/13/16
1	1625 Chicago Avenue	Substitution of Special Use	Type 2 Restaurant for La Cocinita - previously Greek Fire Grill	11/20/15	Determination after 12/11/15
2	1223-1227 Dodge Avenue	Zoning Complaint	Illegal Trade Contractor (Landscaping) business	08/17/15	2nd viol. letter mailed. Insp. pending
2	1815 Ridge 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	pending staff review
2	1210 Darrow Avenue	Zoning Complaint	Illegal truck parked in rear yard (F Plates)	10/08/15	2nd viol. Letter mailed. Inspection pending
2	1610 Fowler Avenue	Major Variance	Establish one open parking space in the rear yard with a .5' side yard setback	11/20/15	ZBA 01/05/16
2	1812 Greenwood Street	Minor Variance	Side yard setback to construct dormer additon	12/03/15	determination after 12/21/15
3	860 Hinman Avenue	Major Variance	# of DUs and parking spaces for conversion of rooming units to dwelling units in an existing multifamily residential building	11/02/15	P&D 01/11/16
4	1815 Cleveland Street	Zoning Complaint	Illegal auto-repair business in R2 District.	06/18/15	Re-inspection revealed no violation. To keep monitoring
4	915 Greenleaf Street	Zoning Complaint	Elim. of required parking to rent spaces	10/08/15	Viol. letter to be sent the week of 12/7/15
5	2002 Darrow Avenue	Zoning Complaint	Auto-repair establishment in res. district	06/25/15	Insp. revealed no violation
5	1924 Grey Avenue	Zoning Complaint	Illegal landscaping business	10/08/15	Re-insp. revealed no violation. To keep monitoring
5	1118 Foster Street	Zoning Complaint	Illegal rooming house	10/15/15	Viol. Letter mailed. Re-insp. pending
5	1919 Church Street	Special Use & Major Variance	Replace existing ComEd utilities with no fencing proposed	12/17/15	pending DAPR & ZBA 01/26/16
5	2115 Dewey Avenue	Major Variance	Side yard setbacks for a second story office addition and open parking	11/06/15	P&D 01/11/16
6	2304 Park Place	Minor Variance	Building lot coverage / Impervious surface ratio to construct addition to garage	12/02/15	determination after 12/21/15
6	2422 Hastings Avenue	Major Variance	Impervious surface for a brick paver patio	12/04/15	pending DAPR & ZBA 01/26/16
7	1303 Rosalie Street	Major Variance	Rear yard setback for a 2-story addition at a mixed-use building	10/30/15	ZBA 01/05/16
7	1501 Central Street	Special Use	New LED scoreboards at Rocky Miller Park & Sharon Drysdale Field (NU)	11/20/15	P&D 01/25/16



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: December 18, 2015

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

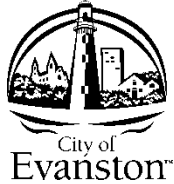
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update
Cases Received, December 18, 2015

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	1515 Chicago Avenue (Hyatt House)	New Hotel	All sleeping rooms and most common areas have been approved. Exterior masonry work is nearly complete along with the pavement and finishes at the west property line. Job site is well kept and safe. Fences stand plumb and secured and storm structures are clean.	12/14/2015
1	1619 Chicago Avenue (The Merion)	Residential Addition	Streets are clear of mud and fences and sidewalks are in good condition. Catch basin is clean. Exterior work near completion.	12/14/2015
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Streets are clear of mud from construction vehicles. Fences and sidewalks in good condition. Soil erosion reports are current.	12/14/2015
3	835 Chicago Avenue (9-story mixed-used)	Foundation	Streets, fences and sidewalks are in good condition. Catch basins are clean. Steel is erected to third floor and precast planking installed to second floor.	12/14/2015
4	1026 Davis Street (Taco Diablo/LuLu's)	Restaurant/Retail	Work continues on the installation of perimeter wall framing and insulation on the second floor. HVAC installation on second floor is in progress. Roofing has started. Job site is kept in order.	12/16/2015
4	1029 - 1035 Davis Street	One Story Commercial	Drywall installation continues as well as the fire suppression piping and electric above the ceiling grid. Job site is well maintained.	12/16/2015
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Electrical work continues to move forward on 3rd floor. The stair treads and risers are completed and prepared for hardwood covering and drywall. Ventilation hoods are being installed in the food preparation areas. Installation of fire suppression system continues. Job site is well kept and clean.	12/16/2015
7	1620 Central	New 47 Unit Apartment Building	Foundation wall continues with insulation panels and bubble board being applied. Crews are working on the ramp sections for the below grade parking area. Job site is kept in order.	12/16/2015
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Job is very active in the south towers as sub trades continue to work towards rough completion. Ornamental iron work is in progress at 5th floor and finish panels are installed at penthouse level. Scaffolding is being installed for mechanical, electrical and plumbing work. The fences and silt fences are in good condition and job site is safe and well organized.	12/15/2015
7	560 Lincoln (NU Residence Hall)	New Dormitory	Construction fence has been installed. Site is in a fairly flat state, not retaining or shedding water. Right of ways and parking lots are safe and properly protected.	12/14/2015

8	222 Hartrey Avenue (Autobarn)	Interior/Exterior Remodel	Fences, street and sidewalks in good condition. Exterior work on hold due to weather but interior work continues. Spoils from interior excavation stored on south lot.	12/14/2015
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Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Leonard, Economic Development Division Manager

Subject: Monthly Economic Development Report for November 2015

Date: December 18, 2015

Discussion

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

If you have any questions or would like to discuss the report further, please contact me at 847-448-8014 or jleonard@cityofevanston.org.

No.	Project	2015 Deliverable	Latest Update	Area of ED Plan	Deadline
1	Central Street Business Association	Ongoing support of business district.	Group is finalizing 2016 Merchant Grant application.	Business District Vitality	Ongoing
2	West End Business Association	Revision and Completion of items on "punch list" generated by West End businesses.	Group is held its annual holiday luncheon on 12/4, 11 a.m. to 12:30 p.m. at IRMCO. Economic Development team attended	Business District Vitality	Ongoing
3	West Village Merchants Association	Work with WVBA to create series of events to bring visitors to the area; Increase number of participating members from the area.	WVBA is currently working to complete 2016 Merchant Grant application items.	Business District Vitality	Ongoing
4	Howard Street Business Association	Ongoing support of business district.	Meeting dates are set for 2016 (every 2nd Tuesday of the month).	Business District Vitality	Ongoing
5	Dr. Hill Arts District	Establish meeting/event calendar.	Group submitted 2016 Merchant Grant application. The first meeting will be held on January 11, 2016.	Business District Vitality	Ongoing
6	Central Evanston Business Association	Increase number of registered businesses and events hosted by the association; Establish meeting/event calendar.	Group held Open House event on 11/25 at Gibbs-Morrison. Group is currently working to identify next meeting date to go over merchant application items.	Business District Vitality	Ongoing
7	Noyes Merchant District	Continue to support creation of group; establish regular meeting schedule and activities.	Follow-up continues to determine the groups next meeting to discuss 2016 Merchant Grant projects.	Business District Vitality	Ongoing
8	Retail Attraction Efforts (from Chicago and other area communities)	X # of visits to local retailers in Chicago and other neighboring communities to encourage 2nd location expansions into Evanston	Economic Development team will start 2016 recruitment in January.	Business Attraction	Ongoing
9	Business District Investments/Tree Replacement	Identify areas for improvement/clean-up in business districts and utilize ED funds to augment existing CIP efforts.	This item will return to Economic Development Committee in Jan/Feb 2016.	Business District Vitality	1Q2016
10	Church/Dodge Reinvestment/Business Attraction	Complete façade projects at NWC of Church & Dodge; Support leasing of available commercial space. Introduction of new City Cultural Center at 1823 Church Street.	First Slice is still anticipated to open on Jan 1. 2016.	Business Attraction	Ongoing
11	Update of www.evanstonedge.com	Updated website	Economic Development team is working with Community Engagement to refine content on Evanston Edge. Relocating Edge to new platform.	Business Attraction/Retention	4Q2015
12	Howard Street Theatre Project (727-729 Howard Street)	Development of RFQ to identify credible theatre group to locate on Howard Street. Coordinate with group to build/construct theatre on Howard.	Working with Engineers on reviewing proposals.	Business District Vitality	4Q2015
13	633 Howard Street	Utilization of property at 633 Howard Street for commercial use.	Restaurant tenant regrouping, planning to provide proposal by Jan. 11, 2016.	Business District Vitality	3Q2015
14	Downtown Evanston Beer Festival	Convene first Evanston beer event.	Downtown Evanston and the City will begin planning 2016 event in the spring.	Business District Vitality	3Q2015

15	Recycling Center RFQ/P	Determine future utilization of property.	Smylies is working on site plan on proposed use of Recycling Center site. City staff working to relocate equipment and materials currently housed in Recycling Center.	Business Attraction/Retention	3Q2015
16	Support Workforce Development Activities	Support workforce development goals throughout year.	City Council approved Resolution 118-R-15 authorizing the City Manager to negotiate and execute a grant agreement with Sunshine Gospel Ministries o help facilitate business creation opportunities for primarily low- and moderate-income Evanston residents.	Workforce Development	4Q2015
17	Main/Chicago TIF Committee	Improvement of streetscapes and underlying infrastructure in Chicago/Main area.	Identification of infrastructure improvements to the Main/Chicago area.). Coordination with Main/Chicago TIF Committee and SSA Steering Committee.	Business District Vitality	Ongoing
18	Central Street Streetscape Improvements	Creation of "pilot area" for proposed Central Street/Green Bay improvements; Promotion of 50/50 sidewalk program	Streetscape (west) completed. Parking studies completed and data analysis for east area of Central done, in progress for western area of Central.	Business District Vitality	Complete

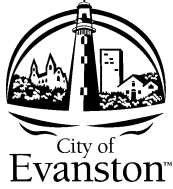
No.	Project	Ward	Desired Outcome	Status
1	Howard Theatre Properties (717, 721-723, 727-729 Howard)	8	<i>Redevelopment As Theatre</i>	Howard Street Theatre Design Services RFP was due on November 13, 2015. Non-mandatory pre-proposal meeting included over 40 architects interested in the RFP. Staff is receiving proposals and will announce selection in early January 2016.
2	633 Howard Street (Police Outpost Space)	8	<i>Occupied with Food Retail Uses</i>	Restaurant tenant has until Jan. 11, 2016 to provide proposal.
3	Recycling Center - 2222 Oakton Street	8	<i>Redevelopment/Re-Use of Property</i>	Smylie Brothers is currently studying the property to figure out usage and proposed plans. The matter will return to City Council if negotiations progress for potential sale/lease.
4	Tom Thumb Redev	4	<i>Part of Larger Redevelopment</i>	"Lulu's & Taco Diablo" targeting April 2016 opening. The Studio Media building next door has also been aquired.
5	Walgreens - Green Bay Road	5	<i>Updated Walgreens</i>	New owner has closed on the property. Immediate landscaping and cosmetic improvements to occur with a more specific discussion on Walgreens updates to happen w/ Walgreens representatives in near future.
6	Church Street Plaza	2	<i>Occupied with Retail Uses</i>	Owner rep (Mcaffery interests) continues to market the space / considering options based on overall re-tenanting plan. Red Robin Burger Works signed lease on September 28, 2015; Bravo restaurant is closed. Undisclosed new restaurant in negotiation.
7	Evanston Auto Glass	2	<i>Relocation/ Façade</i>	Owner is seeking to sell the building or have short term (1 -2 year) leases.
8	Dance Center Evanston	2	<i>Occupied Space</i>	Expansion plan revisions have been approved and work begun. Approved for \$50,000 in assistance for interior work.
9	Oakton/Asbury	9	<i>Little Beans</i>	Waiting for determination from Cook County on Class 7a status.
10	Main/Chicago	3	<i>Mixed Use Redevelopment</i>	Goddess & The Baker has leased corner space for café/prepared foods space. First Bank & Trust lease signed.
11	Evanston Plaza	2	<i>Occupied with Retail Uses</i>	Valli has received \$2 million TIF reimbursement. The Dance Center Evanston expansion is currently underway as its Storefront Grant request at the Economic Development Committee on December 12, 2015. Dollar Tree signed lease and expected to open later in 2016.
12	2424 Oakton (Sports Dome)	8	<i>Recreational Use</i>	Construction is still underway.

Project Name	Status	Meeting Dates		Funds Invested	Summary of Project	Latest Update	Completion Date
		ED Committee	City Council				
Memorandum of Understanding with Strawdog Theatre	Active- Pending City Council Approval	10/28/2015	11/9/2015	\$ -	Memorandum of Understanding that will guide continued discussion of bringing performin arts/Strawdog Theatre to Evanston's Howard Street	EDC approved 10/28/2015;	2Q2016
Storefront Modernization for Dave's Rock Shop	Active- Pending City Council Approval	10/28/2015	11/9/2015	\$ 4,500.00	New Signage at Dave's Rock Shop at 711 Main Street	EDC Approved 10/28/15;	4Q2015
2222 Oakton Street	Active- City Council Approval	7/7/2015	7/13/2015	\$0	Recommendation to Negotiate with Smylie Brothers Brewing Company for Real Estate Agreement	EDC Approved 7/7/2015, City Council Approved 7/13	3Q2016
La Principal - 700 Main Street	Active- City Council Approval	7/7/2015	7/13/2015	\$17,888	Façade improvement project to install signage, windows, lighting, paint, and awning	EDC Approved 7/7/2015, City Council Approved 7/13, Project complete.	4Q2015
Accuity	Active- City Council Approval	5/27/2015	6/8/2015	\$210,000	Five year parking agreement, 70 spaces Maple Ave Garage - \$42,000 annually	EDC approved 5/27, City Council 6.8	3Q 2016
Curt's Café (2922 Central St.)	Active - City Council Approval	4/22/2015	5/26/2015	\$42,000	Individual stipends for students that successfully complete the program and are placed in jobs. Workforce Development funding program to EDC in September	City Council approved 5/26	1Q 2016
Central Street Streetscape Improvements	Active- City Council Approval	4/22/2015	5/11/2015	\$25,000	Use of Economic Development Funds to assist in streetscape projects for Central Street	City Council approved. Improvements set to start August 10th.	3Q 2015
ZS Associates Retention Assistance	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/9/2015	TBD	Funding for relocation and ongoing assistance in form of potential hotel/motel tax sharing agreement.	City Council approved 2/9/2015.	1Q2017
Merchant Grant - Central Street	Active- City Council Approval		3/9/2015	\$ 9,000.00	Banner Maintenance, Website Work, Plantings, Benches	City Council Approved 3/9. Working with Public Works to provide benches and coordinate projects with Streetscape Improvements	4Q 2015
Merchant Grant - West End	Active- City Council Approval		3/9/2015	\$ 9,000.00	Planters/Plantings, business plan projects	City Council Approved 3/9. Working on entryway signage as part of business plan item	4Q 2015
Merchant Grant - West Village	Active- City Council Approval		3/9/2015	\$ 9,000.00	Plantings, Website and Marketing	City Council Approved 3/9. Work continues on website and promotion of district events is underway	4Q 2015
Merchant Grant - Chicago/Dempster	Active- City Council Approval		3/9/2015	\$ 9,000.00	Planters/Plantings, Bike Racks, Small Business Saturday Promotion, Wine Walk, Open House Event	City Council Approved 3/9.	4Q 2015
Merchant Grant - Main Street	Active- City Council Approval		3/9/2015	\$ 9,000.00	Approved to use 2014 funds to complete welcome packet printing and bike rack installation. No new funding provided	City Council Approved 3/9.	4Q 2015
Merchant Grant - Central Evanston (CEBA)	Active- City Council Approval		3/9/2015	\$ 9,000.00	Branding/Logo, Banners, Plantings	City Council Approved 3/9. Worked with Public works to determine planter locations	4Q 2015
Merchant Grant - Hill Arts	Active- City Council Approval		3/9/2015	\$ 9,000.00	Dr. Hill Sculpture and Memorial Garden Maintenance, Plantings, Website/Blog Development	City Council Approved 3/9. Reimbursed \$1500 for plantings.	4Q 2015
Merchant Grant - Howard Street	Active- City Council Approval		3/9/2015	\$ 1,754.00	Plantings, Replacement of tree lights to LED lights	City Council Approved 3/9.	4Q 2015
Merchant Grant - Noyes Street	Active- City Council Approval		3/9/2015	\$ 9,000.00	Branding/Marketing, Banners, Plantings	City Council Approved 3/9. Working to get plantings in place by late July/ early August	4Q 2015
Evanston Plaza Funding	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/23/2015	TBD	Funding for interior and exterior rehabilitation of grocery store space at Evanston Plaza	City Council consideration scheduled for 2/23/2015.	3Q2015
Lucky Platter Façade (514 Main Street)	Closed -- Project Complete	1/28/2015	2/9/2015	TBD	Improvement of façade at 514 Main Street	Work on the Façade is complete.	1Q2015
Chicago + Main (835 Chicago Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$ 2,900,000.00	Funding for TIF eligible expenses to reduce financial gap for office component of mixed-use building.	Groundbreaking in February 2015.	4Q2016
Little Beans (430 Asbury Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$30,000 (façade); \$95,000 (loan)	Financial assistance for play café space in former Osco-Drug building. Assistance will fund fixtures and interior build-out of space. Also approved for façade improvement project.	Working to complete; opening early February	1Q2015
Campus Gear (1720 Sherman Ave.)	Active -- City Council Approved	7/9/2014	8/11/2014	\$ 10,000.00	Façade improvement project to install new signage and place new façade on new store space.	Extension requested into summer 2015. Looking to revise	1Q2015
Davis Transportation Loan	Closed -- Loan Funded	7/9/2014	8/11/2014	\$ 140,000.00	Loan for working capital and equipment for bus company.	Staff finalized agreements; First payment due in 2015.	4Q2014
Homestead Meats	Closed -- Project Complete	5/28/2014	8/9/2014	\$ 935.00	Façade Improvement	Funding awarded and project complete	2Q2014
Fitness Avenues (1910 Main Street)	Closed -- Project Complete	7/9/2014	7/28/2014	\$ 1,980.00	Façade improvement	Project Complete; Ribbon-cutting held 8/6/14	3Q2014

Loan Status	Borrower		Date Loan Funded	Original Loan Amount	Monthly Payment	Total Amount Paid			Balance in Arrears	Remaining Balance to be Paid [1]	Date Loan Terminates
	Name	Address				Principal	Interest	Total			
OPEN	Ward Eight	629 Howard St.	3.15.12	\$ 362,650.00	\$ 2,250.00	\$ 68,250.00	\$ -	\$ 68,250.00	\$ -	\$ 294,400.00	NA
OPEN	Ward Eight	629 Howard St.	3.15.12	\$ 130,000.00	\$ 1,316.19	\$ 32,766.93	\$ 13,349.72	\$ 46,116.65	\$ -	\$ 97,233.07	12.1.22
OPEN	Evanston North Shore Contractor's Cooperative	1817 Church	8.14.12	\$ 200,000.00	\$ 1,028.26	\$ 4,089.76	\$ 6,192.84	\$ 10,282.60		\$ 195,910.24	1.5.20
OPEN	Chicken & Waffles	2424 Dempster St.	10.1.12	\$ 202,937.63	\$ 1,184.29	\$ 374.21	\$ 1,994.37	\$ 2,368.58	\$ (8,290.03)	\$ 202,563.42	10.1.32
CLSD	Nomad Dreams LLC	1818 Dempster St.	10.22.12	\$ 100,000.00	\$ -	\$ 99,598.02	\$ 4,622.00	\$ 104,220.02	\$ -	\$ -	CLSD
OPEN	Peckish Pig (Building)	623 Howard St.	3.18.13	\$ 675,000.00	\$ 6,500.00	\$ 83,000.00	\$ -	\$ 83,000.00	\$ -	\$ 592,000.00	NA
OPEN	Curt's Café	2922 Central St.	5.11.14	\$ 15,000.00	\$ 500.00	\$ 11,898.31	\$ 101.69	\$ 12,000.00	\$ -	\$ 3,101.69	4.11.17
OPEN	FEW Spirits	918 Chicago Ave.	6.27.14	\$ 250,000.00	\$ 2,775.51	\$ 23,701.16	\$ 17,931.49	\$ 41,632.65	\$ -	\$ 226,298.84	8.30.24
OPEN	Davis Transportation	1040 Wesley Ave.	10.1.14	\$ 140,000.00	\$ 3,287.90	\$ 1,756.89	\$ 1,387.06	\$ 3,143.95	\$ (49,722.95)	\$ 155,200.00	12.31.18
OPEN	Little Beans	430 Asbury Ave.	2.1.14	\$ 75,000.00	\$ 832.65	\$ 1,379.83	\$ 1,118.12	\$ 2,497.95		\$ 73,620.17	1.31.25
OPEN	PharmaCann	1800 Maple Ave.	8.1.15	\$ 196,000.00	\$ 7,000.00	\$ 28,000.00	\$ -	\$ 28,000.00		\$ 168,000.00	11.1.17

[1] Total reflects only principal.

Last Update 11/30/2015



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: December 18, 2015

The table below is the weekly report of all applications for Food Establishments received during the week of December 13, 2015.

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
Paper Source	2100 Central St	7	12/16/2015	Retail Food Establishment	Existing Business



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: December 18, 2015

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

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

Liquor Licensing Weekly Report
Liquor Applications Received and Pending

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS¹
1	Hilton Orrington	1710 Orrington	C	Hotel/Restaurant (Alcohol)	11am – 1 am (Sun-Thu); 11am – 2 am (Fri-Sat)	12/11/15	Pending Review
1	La Cocinita	1625 Chicago	D	Restaurant (Alcohol)	Noon-10pm (Sun); 11am-11pm (M-TH); 11am – Midnight (Fri-Sat)	11/13/15	Pending City Council Introduction
4	Peppercorns Kitchen	620 Davis Street	D	Restaurant (Alcohol)	11am – 1 am (Sun-Thu); 12 pm – 1 am (Fri-Sat)	10/22/15	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 DECEMBER 18, 2015

RSVP Today for the 2016 NWMC Legislative Brunch

Invitations have been sent for the 2016 Northwest Municipal Conference Legislative Brunch, scheduled for Saturday, January 30, 2016. The event will be held from 10:00 a.m. to noon, at the Hilton Chicago/Northbrook, 2855 N. Milwaukee Avenue in *Northbrook/Prospect Heights*.

The NWMC Legislative Brunch provides a unique opportunity to discuss the challenges facing our communities and how we can work cooperatively on solutions with our legislators. NWMC leadership will introduce several initiatives intended to address these challenges and provide long term economic stability for our communities and taxpayers.

As always, time will be set aside during the Brunch for our membership to hear from our state and federal legislative delegation regarding their thoughts on our legislative proposals, their legislative initiatives for the session, and other issues expected to emerge in 2016. NWMC members are asked to please extend a personal invitation to your legislators encouraging them to attend.

Please RSVP by Friday, January 15 to Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org. The cost of the brunch is \$45 per person. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

NWMC Bike/Ped Committee Discusses Sheridan Road Improvements

On Tuesday, *Evanston Assistant Director of Public Works Sat Nagar* introduced the NWMC Bicycle and Pedestrian Committee to a series of improvements that the city and its consultants are planning along Sheridan Road, from downtown north along Northwestern University's campus. He explained that the goal of the city is to provide a safe way to separate bicycles, pedestrians and vehicles in the congested area. Nathan Roseberry of TY Lin International Group and Michael Kerr of Christopher Burke Engineering described the plans, which include a two-way cycle track along the campus which will allow bicycles their own designated space, as well as crossing improvements and bus pullouts. The northern segment of the road will also be reduced from four lanes to three. The city hopes to construct the project in 2017 and 2018.

Ride Illinois (formerly League of Illinois Bicyclists) Executive Director Ed Barsotti discussed his organization's efforts to improve signage options in areas where bicyclists and cars share the road. He is working with state and federal officials to determine which sign design may work best in Illinois. The next committee meeting is scheduled for Tuesday, January 19, 10:30 a.m. at NWMC offices. *Staff contacts: Mike Walczak, Brian Pigeon*

North Shore Technical Committee Considers Annual Report; Names New Chair

On Wednesday, the North Shore Council of Mayors Technical Committee met at the *Skokie Village Hall* and named *Skokie Director of Engineering Erik Cook* as the new Chair. The committee received updates on the current Surface Transportation Program (STP), Congestion Mitigation and Air Quality (CMAQ) program and the Illinois Transportation Enhancement Program (ITEP), considered a modification request to the STP program and considered the draft annual report for federal fiscal year (FFY) 2015. The report will be presented to the NWMC Board on January 13.

In FFY 2015, the North Shore Council obligated \$1.5 million in STP funds. The Council began and ended the year with a positive program balance, therefore it was not necessary to seek advanced funding from the Chicago Metropolitan Agency for Planning (CMAP) Council of Mayors Executive Committee. The Council plans to obligate \$8.2 million in FFY 2016, spending down the council's accumulated balance.

Also in fiscal year 2015, the North Shore Council also obligated \$3.3 million in CMAQ funding. Previously

deferred project phases were moved back into the active program, allowing them to move forward. The Council plans to spend \$2.1 million in CMAQ funds in FFY 2016. Finally, the Council obligated \$2.7 million in ITEP funds in FFY 2015 with \$1.6 million planned for FFY 2016. *Staff Contact: Brian Pigeon*

ICDHR to Hold Symposium on Creating Safer Communities

On Thursday, January 21, the Illinois Commission on Diversity and Human Relations (ICDHR) is conducting a breakfast symposium to focus on “ways that communities in the Chicago metropolitan area can create safer communities through interactive solutions.” The event will also serve to celebrate the 87th birthday of Dr. Martin Luther King, Jr. by bringing “individuals and organizations together across gender, race and cultural lines.”

The event will be held from 8:00 a.m. to 10:30 a.m. at the Motorola Solutions Headquarters, 1303 E. Algonquin Road in Schaumburg. Individual tickets are \$50, with sponsorship opportunities available. For further information and to RSVP for the event, please visit www.icdhr.org. *Staff contact: Mark Fowler*

DMMC to Host Road Salt Procurement Forum

On Monday, January 11, the DuPage Mayors and Managers Conference (DMMC) is hosting a forum on road salt procurement for municipal managers and public works departments. Panelists will include representatives from Cargill Salt and DuPage County.

The event will be held at 10:00 a.m. at the Downers Grove Public Works Department, 5101 Walnut Avenue. For questions and additional information, please contact DMMC Transportation Project Manager Mike Albin, 630-571-0480, ext. 225 or malbin@dmmc-cog.org. *Staff contact: Ellen Dayan*

Meetings and Events

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

NWMC Finance Committee will meet on Wednesday, January 13, at Noon at the NWMC offices.

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

NWMC Legislative Committee will meet on Wednesday, January 20, at 8:30 a.m. at the NWMC offices.