



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, March 11, 2016

STAFF REPORTS BY DEPARTMENT



Weekly Report for March 04, 2016 –March 10, 2016

Administrative Services

Weekly Bids Advertised

City Manager's Office

Council Meeting Agenda Schedule

Community Development

Zoning Report
Inspection Report

Economic Development

February 2016 Report

Health Department

Food Establishment Application Weekly Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Monday, March 14, 2016

City Council

www.cityofevanston.org/citycouncil

Administration & Public Works Committee

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

Tuesday, March 15, 2016

Foreign Fire Tax Board

<http://www.cityofevanston.org/events/2016/03/foreign-fire-tax-board-21/>

Preservation Commission

www.cityofevanston.org/preservationcommission

Housing & Community Development Act Committee

<http://www.cityofevanston.org/events/2016/03/housing-community-development-act-committee-43/>

Zoning Board of Appeals-Cancelled

www.cityofevanston.org/zoningboard

Board of Ethics

www.cityofevanston.org/boardofethics

Wednesday, March 16, 2016

Design and Project Review Committee

www.cityofevanston.org/dapr

M/W/EBE Advisory Committee

www.cityofevanston.org/mwebecommittee

Library Board

www.cityofevanston.org/libraryboard

Ladd Arboretum Committee

www.cityofevanston.org/laddcommittee

Thursday, March 17, 2016

Parks and Recreation Board

www.cityofevanston.org/recreationboard



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of March 4, 2016 through March 10, 2016.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2611	2358
SERVICE REQUESTS	572	533
TOTAL CHATS	45	63
TOTAL TEXT	12	16

Top 5 Service Requests

Total

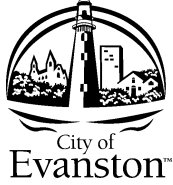
Most requested service requests (Source: PublicStuff - Open/Closed)

- | | |
|--------------------------------------|-----|
| 1. Building Permit Inspections | 112 |
| 2. Trash – Special Pick-up | 54 |
| 3. Broken Parking Meters
Graffiti | 20 |
| 4. Abandoned Vehicles | 19 |
| 5. Recycling – Missed Pick-up | 18 |

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	233
Administrative Services -Finance	36
Administrative Services -HR	38
Administrative Services - Other	238
City Manager's Office	18
ComDev / Economic Development	20
ComDev/ Bldg Inspections	321
ComDev / Housing Rehab	6
ComDev / Planning/Zoning	25
General Assistance	8
Fire Life Safety	42
PublicStuff Request	224
Health	92
Information	449
Law	20
Library	10
Mayor's Office	17
Other/311	188
Other – Social Services	4
Parks – Maintenance	0
Parks – Programs/Picnics/Permits	14
Parks – Other	10
Parks/Recreation	42
Parks – Forestry	17
Parks- Recreation Programs	44
Police	125
Public Works / Fleet	3
Public Works / Street Sanitation	144
Public Works / Engineering	42
Tax Assessment Office	55
Utilities – Power	3
Utilities – Sewer	2
Utilities – Water	121
TOTAL	2611



Memorandum

To: Wally Bobkiewicz, City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of March 7, 2016

Date: March 11, 2016

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

Bids/RFPs/RFQs advertised during the Week of March 7, 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 16-12 Utility Bill Printing and Mailing Services	Public Works Agency	The City of Evanston's Water Production Bureau of the Public Works Agency is seeking proposals from experienced firms for the printing and mailing of utility bills and non-payment notices.	\$51,300	Apr 12	May 16

Evanston City Council Agenda Schedule - 2016

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

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

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

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CMO	3/21/2016	BCC Consolidation	Discussion	Rules	Bobkiewicz	Rules Committee 6 pm
PWA	3/21/2016	Residential Refuse Special Pick-Ups	Discussion	CC	Stoneback	City Council 7 pm
CMO	3/21/2016	Robt Crown Update	Discussion	CC	Lyons	
Mayor	3/28/2016	Public Health Week Apr 4-10 2016	PR	CC	Francellno	
Mayor	3/28/2016	Vietnam Veterans Day, Mar 29	PR	CC	Francellno	
PWA	3/28/2016	ERG Viaduct Artwork	P	CC	Stoneback	
CMO	3/28/2016	Investment Strategies	P	CC	Lyons	
Admin Services	3/28/2016	Website Contract	B	APW	Storlie	
PWA	3/28/2016	Concrete purchase	B	APW	Stoneback	
PWA	3/28/2016	Asphalt purchase	B	APW	Stoneback	
PWA	3/28/2016	Granular material purchase (extension)	B	APW	Stoneback	
PWA	3/28/2016	Harris software annual maint fee	B	APW	Stoneback	
PWA	3/28/2016	Tallmadge street light purchase	B	APW	Stoneback	
PWA	3/28/2016	Water meter purchase	B	APW	Stoneback	
PWA	3/28/2016	Central Street Bridge Engr Svcs	B	APW	Stoneback	
PWA	3/28/2016	Fire Hydrant Painting	B	APW	Stoneback	
PWA	3/28/2016	Water Plant Roof & Masonry	B	APW	Stoneback	
Admin Services	3/28/2016	NU-Church St Parking Lot Lease	R	APW	Storlie	
Law	3/14/2016	Liquor Licenses	O	APW	Farrar	Introduction
Law	3/28/2016	Liquor Lic: Orrington Hotel	O	APW	Farrar	Intro & Action
CD	3/28/2016	Handyman Program	B	PD	Muenzer	
Law	3/28/2016	Massage Establishment Ordinance	O	PD	Farrar	Introduction
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	
CD	3/28/2016	City's 2016 Action Plan for CDBG, HOME and ESG funding	R	HCDA	Muenzer	
CD	3/28/2016	Reallocation of \$82,744 of unspent CDBG funds	R	HCDA	Muenzer	
CD	3/28/2016	2015 Consolidated Annual Performance and Evaluation Report (CAPER)	B	HCDA	Muenzer	
Mayor	4/11/2016	Keys to the City: Great Harvest and Dave's Italian Kitchen	P	CC	Francellno	
Mayor	4/11/2016	April Fair Housing Month	PR	CC		
Mayor	4/11/2016	National Library Week Apr 10-16	PR	CC		
Mayor	4/11/2016	National Volunteer Week Apr 10-16	PR	CC		
CMO	4/11/2016	Clean Up Evanston Event: Apr 23	A	CC	Bobkiewicz	

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Health	4/11/2016	Rodent Control Report	P	CC	Thomas-smith	
CD	4/11/2016	SAFEbuilt Contract	B	APW	Muenzer	
PRCS	4/11/2016	Lakefront Concessions	B	APW	Hemingway	
PWA	4/11/2016	Parking Lot Engineering Services	B	APW	Stoneback	
PWA	4/11/2016	2016 Water Main Replacement	B	APW	Stoneback	
PWA	4/11/2016	Construction Engr and Surveying Services	B	APW	Stoneback	
PRCS	4/11/2016	Noyes Lease: Strawdog	B	HS	Hemingway	
Law	4/11/2016	Mobile Food Vendors	O	HS	Farrar	
PWA	4/25/2016	2016 Drinking Water Week May 1-7	PR	APW	Stoneback	6:00 PM
PWA	4/25/2016	Church Street Boat Ramp Phase 2 Engineering Services	B	APW	Stoneback	Introduction
CD	4/25/2016	1815 Ridge/Oak	O	PD	Muenzer	
PRCS	4/25/2016	Mudlark Theater	B	HS	Hemingway	
PRCS	4/25/2016	NU Parking on Golf Course	B	HS	Hemingway	
PRCS	4/25/2016	2016 Summer Food Program	B	HS	Hemingway	
	5/9/2016	Public Service Recognition Week May 1-7	PR			
	5/9/2016	May is National Preservation Month	PR			
	5/9/2016	National Police Week May 15-21	PR			
	5/9/2016	National Public Works Week May 15-21	PR			
CMO	5/9/2016	Equity & Inclusion	SPB	CC	Lyons	
CMO	5/16/2016	Aldermanic Referral: Neighborhood Fund	Discussion	CC	Lyons	7:00 PM
PRCS	5/23/2016	Handyman Contract	B	HS	Hemingway	
CMO	5/23/2016	Animal Stray Hold Policy	O	HS	Bobkiewicz	Introduction
PRCS	6/13/2016	Moran Center Rehabilitation Agreement	B	APW	Hemingway	
Council & Committee Meetings						
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				

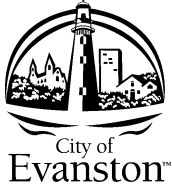
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Mon, Mar 21	6:00 PM	Rules Committee				
Mon, Mar 21	7:00 PM	City Council meeting				
Wed, Mar 23	6:00 PM	Transportation/Parking Committee				
Wed, Mar 23	7:00 PM	Economic Development Committee				
Thurs, Mar 24	5:30 PM	Emergency Telephone System Board				
Mon, Mar 28	6:00 PM	A&PW, P&D, City Council meetings				
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	
CD		Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
CMO		Harley Clarke	SPB	CC	Bobkiewicz	CC Tabled 10.26.15
CMO		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
Utilities		Computerized Maintenance Management System	B	APW	Stoneback	
CMO		D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv		Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv		Amendment to PEHP Resolution	R	APW	Lyons	
Law		Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	
Law		Title 9 City Code Amendments	O	CC	Farrar	(Introduced 1.27.14)
Law		Pedicabs	O	APW	Farrar	Tabled 3.9.15 (revisit 2016)
Admin Serv		Credit Card Analysis	D	APW	Lyons	
Law		Panhandling/Soliciting; limit residential hours to 4 pm	O	APW	Farrar	Intro 7/27/15; Held at 8/17 mtg
PWA		AVL Purchase	B	APW	Stoneback	
PWA		Gibbs-Morrison Stormwater Impr – Consulting Svcs	B	APW	Stoneback	



Memorandum

To: Honorable Mayor and Members of the City Council

From: Damir Latinovic, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: March 11, 2016

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

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

Zoning Weekly Update
Cases Received and Pending, March 4 - March 10, 2016

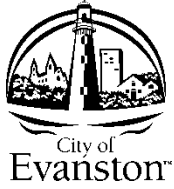
Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	1601 Sherman Avenue	Building Permit	Interior kitchen renovation (World of Beer)	03/09/16	compliant
1	1620 Judson Avenue	Zoning Analysis	Demolish existing rear porch and deck and construct a new enclosed porch and deck at SFR	03/10/16	pending staff review
1	321 Lake Street	Building Permit	2nd floor addition to existing SFR	03/08/16	pending staff review
1	1711 Sherman Avenue	Building Permit	Interior renovation (CVS Pharmacy)	03/08/16	pending staff review
2	1152 Ashland Avenue	Zoning Analysis	Dormer addition to existing SFR	03/02/16	pending staff review
2	1424 Florence Avenue	Zoning Analysis	Certificate of Zoning Compliance confirming previous deconversion from 2 dwelling units to 1 dwelling unit	03/08/16	compliant
3	1020 Forest Avenue	Building Permit	Front porch replacement at SFR	03/08/16	pending staff review
3	1142 Judson Avenue	Building Permit	Replacement of paver patio and walkway in rear yard at SFR	03/07/16	compliant
3	493 Sheridan Road	Zoning Analysis	Interior renovation to add 2 garden level dwelling units at existing 8-unit multiple family building	03/04/16	pending staff review
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	pending DAPR review
4	630 Davis Street	Building Permit	Proposed exterior modifications to Chandler Building	01/14/16	DAPR 04/20/2016
4	812 Grove Street	Building Permit	Exterior changes to building façade for new Type 1 Restaurant (Cupital Coffee)	02/03/16	DAPR 03/16/16
4	806 Main Street	Building Permit	Demo interior and deconvert to 2 DU	03/08/16	compliant
4	1006 Ridge Avenue	Building Permit	Various interior and exterior renovation to existing SFR	03/08/16	pending staff review
5	2142 Dewey Avenue	Building Permit	New SFR on vacant lot for ETHS	02/29/16	pending minor variation
5	1748 Brown Avenue	Zoning Analysis	Relocation of two open parking spaces and walkway with size reduction at SFR	03/10/16	pending staff review
5	2331 Foster Street	Building Permit	Brick paver driveway at SFR	03/08/16	pending staff review
5	1940 Dodge Avenue	Zoning Analysis	1-story addition at SFR	03/07/16	pending staff review
6	2422 Hastings Avenue	Building Permit	Construct rear yard paver patio	11/18/15	pending revisions
6	2414 Hartzell Street	Building Permit	Construct 2nd story addition, front porch @ SFR.	02/17/16	pending add'l info from applicant
6	2708 Harrison Street	Building Permit	New pation at SFR	03/10/16	pending staff review
6	3056 Hartzell Street	Building Permit	New detached garage and stair replacement at SFR	03/10/16	pending staff review
6	2500 Hartzell Street	Building Permit	Interior remodel with one-story addition at SFR	03/07/16	pending staff review
7	2026 Campus Drive	Building Permit	Ventilation of existing utility tunnels	03/04/16	compliant
7	1423 Lincoln Street	Zoning Analysis	2-story addition with open (uncovered) deck at SFR	03/07/16	non-compliant

7	2205 Tech Drive	Building Permit	Interior remodel to office and laboratories (NU)	03/08/16	compliant
7	2676 Orrington Avenue	Zoning Analysis	Construction of one open parking space at SFR	03/07/16	pending staff review
8	2330 Oakton Street	Zoning Analysis	Expansion of existing parking lot (Pace Bus).	01/19/16	pending DAPR review
9	735 South Blvd	Zoning Analysis	Second story addition to existing SFR	03/02/16	pending additional info from the applicant
9	918 Madison Street	Building Permit	Remove 1-story addition & replace with screened porch at SFR	03/04/16	compliant
9	2014 Cleveland Street	Zoning Analysis	Kitchen remodel with rear addition at SFR	03/04/16	compliant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	2102 Orrington Avenue	Minor (Fence) Variation	Install 6' fence along street side property line on corner lot at SFR	03/07/16	Determination after 03/23/2016
2	1223-1227 Dodge Avenue	Zoning Complaint	Illegal Trade Contractor (Landscaping) business	08/17/15	Case ongoing. Re-Inspection pending
2	1815 Ridge/1815 Oak Avenue	Planned Development and Rezoning	New 11-story independent and assisted living senior housing development with 165 units and 70 parking spaces	12/11/15	Plan Commission 04/06/16
2	2020 Greenwood Street	Major Variation	0' setback where 8' is required for outdoor storage units; elimination of 22 required parking spaces for a total of 10 parking spaces where 82 are required and 32 previously existed	03/02/16	DAPR 03/16/16 & ZBA 04/05/16
2	1727 Greenleaf Street	Minor (Fence) Variation	Install fence in front yard and street side yard on corner lot at SFR	03/04/16	Determination after 03/23/2016
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 additional info from applicant
4	601 Davis Street	Planned Development, Rezoning and Special Use	New 26-Story, 221 unit mixed use development with 21,020 sq. ft. of commercial space	12/23/15	Pending additional info from the applicant
5	1924 Grey Avenue	Zoning Complaint	Illegal landscaping business	10/08/15	Case ongoing, Re-inspection pending
5	1927 Brown Avenue	Zoning Complaint	Illegal car repair business	02/04/16	Case ongoing, Re-inspection pending
5	2128 Asbury Avenue	Minor Variation	Side yard setback variation to construct 2nd story addition	02/11/16	Pending additional info from the applicant
5	2142 Dewey Avenue	Minor Variation	New SFR on vacant lot for ETHS	03/02/16	Determination after 03/23/2016
6	2745 Lincolnwood Drive	Minor Variation	Bldg. lot coverage to construct a 1-story addition	02/04/16	Pending additional info from the applicant
6	2767 Crawford Avenue	Major Variation	Establish curb cut and driveway from street/front yard to an attached garage when alley access is present for new SFR	03/10/16	DAPR 03/23/16 & ZBA 04/19/16
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: March 11, 2016

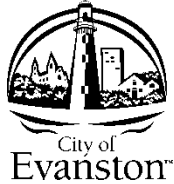
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

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

Inspector Weekly Update
Cases Received, March 11, 2016

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	1515 Chicago Avenue (Hyatt House)	New Hotel	Project is in the finishing stages with occupancy expected mid-April. Job site is well managed and well kept. Public right of way is safe and clear. Neighboring storm structures are clear of debris.	3/9/2016
1	1619 Chicago Avenue (The Merion)	Residential Addition	Interior mechanicals to sixth floor. Fences and sidewalks are in good condition. Catch basin is clean.	3/8/2016
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Sidewalks and fences are in good condition. Soil erosion reports are current. Street cleaning is done daily.	3/8/2016
3	835 Chicago Avenue (9-story mixed-used)	Foundation	Structural steel to seventh floor. Fences and sidewalks are in good condition. Catch basin is clean.	3/8/2016
4	1026 Davis Street (Taco Diablo/LuLu's)	Restaurant/Retail	HVAC, electrical and plumbing installation on first and ground floor is in progress. Stairway to second floor is roughed in. Job site is kept in order.	3/9/2016
4	1029 - 1035 Davis Street	One Story Commercial	Drywall installation, fire suppression piping and above ceiling electric continues. Job site is well maintained.	3/9/2016
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. Fixture installation has started in the bathrooms. Exterior is kept clean and in order. Interior work continues.	3/9/2016
7	1620 Central	New 47 Unit Apartment Building	Surface water drainage system is nearing completion. Crews are framing walls along the south side of the project. Public right of way is clean. Job site is well kept.	3/9/2016
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Most work being performed is in the south tower. Site is well kept, sub-trade materials are neatly stored, fences and silt provisions are present and stand plumb. Contractor is moving fences closer to the building to provide drive access into neighboring sports field. Catch baskets are clear of debris.	3/9/2016
7	560 Lincoln (NU Residence Hall)	New Dormitory	Main foundation is nearly complete. Forms are stripped off western foundation wall and framing for first deck on east side is in progress. Job is well kept, tire washing done as needed. Fences are present and stand plumb. Storm structures are protected by catch baskets are kept clean.	3/8/2016
8	222 Hartrey Avenue (Autobarn)	Interior/Exterior Remodel	Fences, street and sidewalks are in good condition. Dryvit installation has been completed.	3/8/2016



Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Leonard, Economic Development Division Manager

Subject: Monthly Economic Development Report for February 2016

Date: March 10, 2016

Discussion

Enclosed is the monthly report of economic development activities for the month of February 2016. 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.

Top Project Priorities

3/10/2016

No.	Project	2016 Deliverable	Latest Update	Area of ED Plan
1	Central Street Business Association	Ongoing support of business district.	Group completed/approved for 2016 Merchant Grant application.	Business District Vitality
2	West End Business Association	Revision and Completion of items on "punch list" generated by West End businesses.	Group completed/approved for 2016 Merchant Grant application.	Business District Vitality
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.	No meeting dates for the group have been established at this time.	Business District Vitality
4	Howard Street Business Association	Ongoing support of business district.	Meeting dates are set for next year (every 2nd Tuesday of the month, every other month). Group completed/approved for 2016 Merchant Grant application.	Business District Vitality
5	Chicago/Main/Dempster SSA	Development and implementation of workplan	Next board meeting is 4/11; Board meets on the first Monday of every month with subcommittees meeting in between. Finalizing by-laws, placemaking activities, and events for 2016.	Business District Vitality
6	Dr. Hill Arts District	Establish meeting/event calendar.	Group completed 2016 Merchant Grant application, but working on submitting bids prior to council. No date has been set for the next meeting at this time.	Business District Vitality
7	Central Evanston Business Association	Increase number of registered businesses and events hosted by the association; Establish meeting/event calendar.	Group is still working to submit 2016 Merchant Grant application and appropriate materials to receive reimbursement for 2015 grant money spent on CEBA's open house event and banners.	Business District Vitality
8	Noyes Merchant District	Continue to support creation of group; establish regular meeting schedule and activities.	Group has not met or submitted merchant grant materials. ED is working on outreach to assist in their efforts to complete necessary items.	Business District Vitality

Top Project Priorities

3/10/2016

No.	Project	2016 Deliverable	Latest Update	Area of ED Plan
9	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	Targeted efforts ongoing as needed. Current focus is on Oak/Davis property.	Business Attraction
10	Business District Investments/Tree Replacement	Identify areas for improvement/clean-up in business districts and utilize ED funds to augment existing CIP efforts.	Scheduled for consideration at the 3/14 City Council meeting.	Business District Vitality
11	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 anticipated to open in March 2016.	Business Attraction
12	Update of www.evanstonedge.com	Updated website	Redesigning and moving to Strikingly. Awaiting comments from Health & Community Development.	Business Attraction/Retention
13	Howard Street Theatre Project (717-723 Howard Street)	Development of plans for theatre and cost estimates for moving forward with the theatre project.	Ross Barney Architects retained by the City of Evanston to work to develop theatre in coordination with Strawdog Theatre Company.	Business District Vitality
14	Former Howard Street Police Outpost (633 Howard) and 727-729 Howard Street Redevelopment	Utilization of property at 633 and 727-729 Howard Street for commercial use.	Offering is available and responses are due April 18, 2016.	Business District Vitality
15	Recycling Center RFQ/P	Determine future utilization of property.	Smylie is studying how the space would be utilized and City is working to draft lease terms for discussion with Smylie. Expect to return to City Council with an update in April.	Business Attraction/Retention
16	Support Workforce Development Activities	Support workforce development goals throughout year.	Sunshine Enterprises Winter session starts 1/30/2016. Now at Gibbs Morrison.	Workforce Development
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

Top Project Priorities

3/10/2016

No.	Project	2016 Deliverable	Latest Update	Area of ED Plan
18	Central Street Streetscape Improvements	Creation of "pilot area" for proposed Central Street/Green Bay improvements; Promotion of 50/50 sidewalk program	Streetscape completed. Parking studies completed and data analysis for east area of Central done, in progress for western area of Central.	Business District Vitality
19	Business Retention Visits	Ongoing visits with businesses throughout Evanston.	Ongoing in 2016, with summer focus	Business Retention
20	Start-Up Showcase	Three startup showcases in 2015. Global entrepreneurship week in November. Identify new entrepreneurship initiatives/award programs/etc. over course of year.	Startup showcase March 10 2016 at The Garage	Business Attraction/Retention

Targeted Properties

3/10/2016

No.	Project	Desired Outcome	Status
1	Howard Theatre Properties (717, 721-723)	<i>Redevelopment As Theatre</i>	Ross Barney Architects selected as the architect for this project. Expect to update City Council with results in late April.
2	Tom Thumb Redev	<i>Part of Larger Redevelopment</i>	"Lulu's, Taco Diablo, Five & Dime" targeting April 2016 opening. Acquired Studio Media building next door.
3	727-729 Howard Street	<i>Occupied with Restaurant/Retail Uses</i>	Offering was made available; responses due April 18, 2016.
4	633 Howard Street (Police Outpost Space)	<i>Occupied with Food Retail Uses</i>	Offering was made available; responses due April 18, 2016.
5	Recycling Center - 2222 Oakton Street	<i>Redevelopment/Re-Use of Property</i>	Smylie Brothers and City are working to draft a lease that will be provided to City Council for review and discussion. The matter will return to City Council if negotiations progress for potential sale/lease.
6	Church Street Plaza	<i>Occupied with Retail Uses</i>	Owner rep (McAfferly interests) continues to market the space / considering options based on overall re-tenanting plan. Red Robin Burger Works opening March 21st. Health Mart Pharmacy opening spring. Terra & Vine (Alpana Singh) in former Bravo space - late summer/early fall.
7	Walgreens - Green Bay Road	<i>Updated Walgreens</i>	Working to have discussion with Walgreens on updates for the future use of the space.
8	1515 Chicago Avenue	<i>Redevelopment as Hotel</i>	Projected opening May 3, 2016
9	Evanston Auto Glass	<i>Relocation/ Façade</i>	Owner is seeking to sell the building or have short term (1 -2 year) leases.
10	Evanston Plaza	<i>Occupied with Retail Uses</i>	Valli has received \$2 million TIF reimbursement. Play It Again Sports Grand Opening/ribbon cutting held on Oct 29nd. Dance Center Evanston expansion underway. Theater component approved December 2015. Dollar Tree opened. several larger tenant announcements week of 3/22/2016
11	Dance Center Evanston	<i>Occupied Space</i>	Expansion plan revisions have been approved and work begun. Theater seating install July 5.
12	1340 Dodge wareHOUSE(1)	<i>Renovated Office</i>	Andy Spatz reports building has three signed tenants /20% leased. Project completion June 2016. 18,600 sq ft office (no live/work component) http://goo.gl/jsO90n
13	Main/Chicago	<i>Mixed Use Redevelopment</i>	Goddess & The Baker has leased corner space for café/prepared foods space. First Bank & Trust lease signed. Topping off ceremony planned for April 2016.
14	Oakton/Asbury	<i>Little Beans</i>	Waiting for determination from Cook County on Class 7a status.
15	2424 Oakton (Sports Dome)	<i>Recreational Use</i>	Open

Status of Projects Appearing Before
Economic Development Committee

3/10/2016

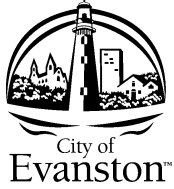
Project Name	Status	Meeting Dates		Funds Invested	Summary of Project	Latest Update	Completion Date
		ED Committee	City Council				
Boltwood	Active - City Council Approval	1/27/2015	2/8/2016		Storefront modernization grant - signage	EDC approved 1/27; Council approval 2/8	2Q2016
2200 Green Bay Rd	Active - City Council Approval	12/2/2015	12/14/2015	\$ 10,000.00	Storefront modernization grant for complete rehab of street-facing façade	EDC approved 12/2; Council Approved 12/14	2Q2016
Dance Center Evanston	Active - City Council Approval	12/2/2015	12/14/2015	\$50,000	Storefront modernization grant for buildout of convertible classroom/performance space	EDC approved 12/2; Council Approved 12/14	2Q2016
1800 Church St.	Active - City Council Approval	12/2/2015	12/14/2015	\$50,000	Storefront Modernization grant for rehabbing 4-unit commercial space	EDC approved 12/2; Council Approved 12/14	2Q2016
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- 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;	1Q2016
2222 Oakton Street	Active- City Council Approval	7/7/2015	7/13/2015	\$ -	Recommendation to negotiate with Smylie Brothers Brewing Company for five year parking agreement, 70 spaces Maple Ave Garage - \$42,000	EDC Approved 7/7/2015, City Council Approved 7/13	3Q2016
Accuity	Active- City Council Approval	5/27/2015	6/8/2015	\$210,000	Individual stipends for students that successfully complete the program and are placed in jobs. Workforce	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	Use of Economic Development Funds to assist in streetscape projects for Central Street	City Council approved 5/26	1Q 2016
Central Street Streetscape Improvements	Active- City Council Approval	4/22/2015	5/11/2015	\$25,000	Funding for relocation and ongoing assistance in form of potential hotel/motel tax sharing agreement	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		City Council approved 2/9/2015.	1Q2017
Merchant Grant - Central Street	Active- Ready for EDC		1/27/2016	\$ 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	1Q2016
Merchant Grant - West End	Active- Ready for EDC		1/27/2016	\$ 9,000.00	Planters/Plantings, business plan projects	City Council Approved 3/9. Working on entryway signage as part of business plan item	1Q2016
Merchant Grant - West Village	Pending- Awaiting Neccessary Doucments		TBD	\$ 9,000.00	Plantings, Website and Marketing	City Council Approved 3/9. Work continues on website and promotion of district events is underway	1Q2016

Status of Economic Development Loans

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	\$ 72,750.00	\$ -	\$ 72,750.00	\$ -	\$ 289,900.00	NA
OPEN	Ward Eight	629 Howard St.	3.15.12	\$ 130,000.00	\$ 1,316.19	\$ 34,754.06	\$ 13,994.97	\$ 48,749.03	\$ -	\$ 95,245.94	12.1.22
OPEN	Evanston North Shore Contractor's Cooperative	1817 Church	8.14.12	\$ 200,000.00	\$ 1,028.26	\$ 4,923.14	\$ 7,415.98	\$ 12,339.12		\$ 195,076.86	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
OPEN	Peckish Pig (Building)	623 Howard St.	3.18.13	\$ 675,000.00	\$ 6,500.00	\$ 110,000.00	\$ -	\$ 110,000.00	\$ -	\$ 565,000.00	NA
OPEN	Curt's Café	2922 Central St.	5.11.14	\$ 15,000.00	\$ 651.37	\$ 14,323.96	\$ 130.15	\$ 14,454.11	\$ -	\$ 676.04	4.11.17
OPEN	FEW Spirits	918 Chicago Ave.	6.27.14	\$ 250,000.00	\$ 2,775.51	\$ 30,326.72	\$ 22,407.97	\$ 52,734.69	\$ -	\$ 219,673.28	8.30.24
OPEN	Davis Transportation	1040 Wesley Ave.	10.1.14	\$ 144,519.07	\$ 900.00	\$ 900.00		\$ 900.00		\$ 143,619.07	12.31.18
OPEN	Little Beans	430 Asbury Ave.	2.1.14	\$ 75,000.00	\$ 832.65	\$ 3,252.01	\$ 2,576.54	\$ 5,828.55		\$ 71,747.99	1.31.25

[1] Total reflects only principal.

Last Update 3/2/2016



Memorandum

To: Honorable Mayor and Members of the City Council

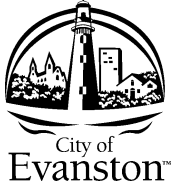
From: Carl Caneva, Assistant Director Health and Human Services Department

Subject: Food Establishment Application Weekly Report

Date: March 11, 2016

There were no new applications for food establishments for the week of March 6, 2016.

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



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

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

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



DIRECTOR'S WEEKLY BRIEFING



By NWMC Executive Director Mark L. Fowler

WEEK ENDING MARCH 11, 2016

Today's the Day (Part I) – Submit Your NWMC Officer Nominations

Today is the deadline to return the FY2016-2017 NWMC Officer Nomination form. Please take a minute to register your input on the candidates for NWMC President, Vice-President, Secretary and Treasurer. Please submit the form to NWMC Executive Director Mark Fowler, mfowler@nwmc-cog.org.

The NWMC Nominating Committee will present its recommended slate at the April 13 NWMC Board meeting. According to the NWMC By-laws, other nominations may be made at the April membership meeting or by mail if received prior to that meeting date. Election shall be by a majority of those present and voting at the May 11 membership meeting. Officers will be sworn in at the NWMC Annual Gala on June 22. *Staff contacts: Mark Fowler, Larry Bury*

Today's the Day (Part II) – RSVP for the NWMC/SPC Vehicle Showcase

Sixty two NWMC members, guests and vendors have registered for the NWMC Public Works Directors lunch and learn showcase featuring the Suburban Purchasing Cooperative (SPC) vehicle lineup. The event will be held on Thursday, March 17 at noon at the NWMC offices on the campus of Oakton Community College in *Des Plaines*. Mayors, Managers, Public Works Directors, Fleet Superintendents, Police Chiefs, Fire Chiefs, Finance Directors and others are invited, so don't miss out on this unique opportunity. In addition to meeting the vendors and seeing the vehicles up close, the showcase will also provide an opportunity to network with peers from member communities of the DuPage Mayors and Managers Conference (DMMC), South Suburban Mayors & Managers Association (SSMMA) and Will County Governmental League (WCGL).

Vendors participating and sponsoring lunch are: America's Auto Auction; Auto Truck Group; Currie Motors; EJ Equipment; Foster Coach; Napleton Fleet; Roesch Ford; and, Standard Equipment. All vendors will be given 2-3 minutes each to present their programs during lunch and afterwards, attendees will adjourn to parking lot D to "kick the tires" of SPC vehicles ranging from ambulances, SUV's, sewer cleaning trucks, street sweepers, administrative vehicles, police pursuit vehicles, vans and pickup trucks.

Response has been very positive, with representatives from *Arlington Heights, Barrington, Buffalo Grove, Crest Hill, Crete, Crystal Lake, Des Plaines, Dolton, Elmhurst, Elwood, Evanston, Flossmoor, Glenwood, Hanover Park, Hoffman Estates, Lincolnshire, Lombard, Mount Prospect, Northbrook, Orland Park, Prospect Heights, Streamwood, University Park, Westmont, Wheeling, Wilmette* and *Winnetka* planning to attend. Please RSVP to NWMC Purchasing Manager Ellen Dayan, edayan@nwmc-cog.org or 847-296-9200, ext. 132. *Staff contact: Ellen Dayan*

SPC Obtains Lower Option Pricing on the 2016 Dodge Charger Police Pursuit Vehicle

Napleton Fleet has informed Suburban Purchasing Cooperative (SPC) staff that Fiat/Chrysler Automobiles (FCA) has increased government pricing allowances, therefore reducing the cost of the following options on the SPC 2016 Dodge Charger Police Pursuit Vehicle (Contract #149):

- The AWD feature is reduced by \$400.00, from \$2,057.00 to \$1,657.00
- The 12.1" Integrated Display Screen is reduced by \$1,720.00, from \$3,556.00 to \$1,836.00
- The Powertrain warranty is 36 months/100,000 miles, not 36 months/60,000 miles as previously stated by FCA

The base vehicle contract price remains \$22,303.00 and the factory order cutoff date is August 12, 2016. For questions or additional information, please contact Bob Barr, 630-455-2911 or rbarr@napletonfleet.com.
Staff contact: Ellen Dayan

MPC Offers Infrastructure Project Evaluation Using Alternative Financing

From the Desk of Metropolitan Planning Council Executive Vice President Peter Skosey:

The Metropolitan Planning Council (MPC) is leading an effort to identify proposed infrastructure capital improvement projects to conduct a comparison between traditional and alternative financing options. Infrastructure projects could include a court house, police/fire station, village hall, recreational facility, water service infrastructure, etc. that are being planned for in Northeastern Illinois by a government entity. Led by financing experts, the selected project will serve as a test demonstration to explore the potential viability of alternative financing options for delivering necessary infrastructure.

The evaluation will include what the potential costs and benefits might be for using an alternative finance and delivery method such as—public private partnerships, value capture, aggregating projects across municipalities and streamlining RPFs and vendors—compared with a traditional delivery method over the projects full lifecycle. There is no fee to participate, nor obligation to carry out the results of the pilot on the part of the selected community. This is only a test analysis to see how alternative financing compares with traditional financing for capital improvement projects in our region.

Interested, or if you have questions, please contact: Peter Skosey, Pskosey@metroplanning.org or 312-863-6004. *Staff contact: Mark Fowler*

RSVP for CMAP'S "On To 2050" Workshop

On Wednesday, March 30, the Chicago Metropolitan Agency for Planning (CMAP) is conducting a workshop on the development of On To 2050, the next regional comprehensive plan. The workshop will be held at 9:00 a.m. in the Community Room on the 3rd floor of the *Arlington Heights Village Hall*, 33 S. Arlington Heights Road. CMAP staff will give an overview of the plan development process and schedule, solicit feedback from the participants on the biggest opportunities and challenges facing the region as well as hear big ideas to tackle the region's planning challenges by 2050.

The plan will build on its predecessor, Go To 2040, and the planning process will refine Go To 2040's main topics: Livable Communities; Human Capital; Efficient Governance; and, Regional Mobility. Public engagement will be ongoing over the course of the next two years with adoption of the new plan scheduled for late 2018. RSVP for the event to NWMC Transportation Director Mike Walczak, mwalczak@nwmc-cog.org. For more information, please visit www.cmap.illinois.gov/onto2050. *Staff contacts: Mike Walczak, Brian Pigeon*

Meetings and Events

NWMC Bicycle and Pedestrian Committee will meet on Tuesday, March 15, at 10:30 a.m. at the NWMC Offices.

NWMC Legislative Committee will meet on Wednesday, March 16, at 8:30 a.m. at the NWMC Offices.

Suburban Purchasing Cooperative Vehicle Showcase will be held on Thursday, March 17, at noon at the NWMC Offices.

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