



# Memorandum

To: Mayor Tisdahl and Members of the City Council  
From: Wally Bobkiewicz, City Manager  
Subject: City Manager's Weekly Update  
Date: Friday, March 4 2016

## **STAFF REPORTS BY DEPARTMENT**



Weekly Report for February 26, 2016 –March 3, 2016

### **Administrative Services**

Weekly Bids Advertised

### **City Manager's Office**

Council Meeting Agenda Schedule

### **Community Development**

Community Development February Report

Zoning Report

Inspection Report

### **Fire Department**

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 7, 2016**

Human Services Committee

[www.cityofevanston.org/humanservices](http://www.cityofevanston.org/humanservices)

**Tuesday, March 8, 2016**

Board of Local Improvements

[www.cityofevanston.org/boardofimprovements](http://www.cityofevanston.org/boardofimprovements)

**Wednesday, March 9, 2016**

Lighthouse Landing Complex Committee

[www.cityofevanston.org/lighthousecommittee](http://www.cityofevanston.org/lighthousecommittee)

Design and Project Review Committee

[www.cityofevanston.org/dapr](http://www.cityofevanston.org/dapr)

Plan Commission

[www.cityofevanston.org/plancommission](http://www.cityofevanston.org/plancommission)

**Thursday, March 10, 2016**

Mental Health Board

[www.cityofevanston.org/mentalhealthboard](http://www.cityofevanston.org/mentalhealthboard)

Environment Board

[www.cityofevanston.org/environmentboard](http://www.cityofevanston.org/environmentboard)

Sign Review and Appeals Board

[www.cityofevanston.org/signreviewboard](http://www.cityofevanston.org/signreviewboard)

**Friday, March 11, 2016**

Utilities Commission

[www.cityofevanston.org/utilitiesagendas](http://www.cityofevanston.org/utilitiesagendas)



# Weekly Update

Below is a brief summary of activities in the 311 Center for the period of February 26, 2016 through March 3, 2016.

	<b>CURRENT WEEK'S TOTALS</b>	<b>PREVIOUS WEEK'S TOTALS</b>
<b>CALLS HANDLED</b>	<b>2358</b>	<b>2375</b>
<b>SERVICE REQUESTS</b>	<b>533</b>	<b>674</b>
<b>TOTAL CHATS</b>	<b>63</b>	<b>55</b>
<b>TOTAL TEXT</b>	<b>16</b>	<b>10</b>

## Top 5 Service Requests

**Total**

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

- |   |    |
|---|----|
| 1. Building Permit Inspections                          | 84 |
| 2. Trash – Special Pick-up                              | 51 |
| 3. Broken Parking Meters                                | 27 |
| 4. Rodents -Rats  | 18 |
| Recycling – Missed Pick-up                              |    |
| 5. Illegally Posted Signs on Public or Private Property | 14 |
| Child Seat Installation or Inspection                   |    |

**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.*

<b>Weekly Telephone Wrap Up Data</b>	
<b>Category/Department</b>	<b>Total</b>
Administrative Services -Parking	234
Administrative Services -Finance	33
Administrative Services -HR	29
Administrative Services - Other	192
City Manager's Office	15
ComDev / Economic Development	21
ComDev/ Bldg Inspections	259
ComDev / Housing Rehab	2
ComDev / Planning/Zoning	28
General Assistance	4
Fire Life Safety	39
PublicStuff Request	220
Health	91
Information	410
Law	9
Library	2
Mayor's Office	12
Other/311	162
Other – Social Services	2
Parks – Maintenance	0
Parks – Programs/Picnics/Permits	10
Parks – Other	6
Parks/Recreation	47
Parks – Forestry	9
Parks- Recreation Programs	47
Police	107
Public Works / Fleet	2
Public Works / Street Sanitation	104
Public Works / Engineering	36
Tax Assessment Office	60
Utilities – Power	2
Utilities – Sewer	3
Utilities – Water	161
<b>TOTAL</b>	<b>2358</b>



# Memorandum

To: Wally Bobkiewicz, City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of February 29, 2016

Date: March 4, 2016

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

## **Bids/RFPs/RFQs advertised during the Week of February 29, 2016**

<b>Bid/RFP/RFQ Number and Title</b>	<b>Requesting Dept.</b>	<b>Description of Project</b>	<b>Budgeted Amount</b>	<b>Bid/RFP/RFQ Opening Date</b>	<b>Anticipated Council/ Library Board Date</b>
Bid 16-18 Concrete/ Flowable Fill Materials Purchase	Public Works Agency	This contract is for purchase of concrete / flowable fill materials to be used for the repair and maintenance of City roadways and public right-of-ways.	\$132,500.00	Mar 22	Apr 11
Bid 16-19 Modified Hot Mix Asphalt Purchase	Public Works Agency	This contract is for purchase of asphalt materials to be used for the repair and maintenance of City roadways and public right-of-ways.	\$132,500.00	Mar 22	Apr 11

RFP 16-24 Roof Evaluation Services for Various City Facilities	Public Works Agency	The City of Evanston's Public Works Agency is seeking proposals from experienced firms to evaluate roofing systems of various City buildings and recommend a replacement/maintenance plan.	\$30,000	Apr 05	May 09
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## Evanston City Council Agenda Schedule - 2016

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

2016 Meeting Dates: Jan 11, <b>Jan 19 (Tues)</b> , Jan 25, Feb 8, <del>Feb 15</del> , 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, <b>Aug 15</b> , Sept 12, Sept 19, Sept 26 Oct 10, Oct 17, Oct 24, Nov 14, Nov 21, Nov 28, Dec 12, <b>(Jan 9, 2017)</b>
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B=Business of the City by Motion    R=Resolution    O=Ordinance  
D=Discussion    C=Communication    P=Presentation    A=Announcement    PR=Proclamation    SPB=Special Order Business  
APW=Administration & Public Works    PD=Planning & Development    HS=Human Services    EDC=Economic Development  
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Mayor	3/14/2016	Monarch Butterfly Protection	PR	CC	Francellno	
CMO	3/14/2016	4th Quarter Financial Report	B	APW	Lyons	
Admin Services	3/14/2016	Janitorial Contract Renewal	B	APW	Storlie	
Admin Services	3/14/2016	Website Contract Award	B	APW	Storlie	
PWA	3/14/2016	2016 Water Distribution Materials	B	APW	Stoneback	
PWA	3/14/2016	Chlorine Scrubber Media	B	APW	Stoneback	
PWA	3/14/2016	Green Bay Rd Landscape Maintenance Contract Ext	B	APW	Stoneback	
Admin Services	3/14/2016	PWA Truck Purchase	B	APW	Storlie	
Admin Services	3/14/2016	Parking Lot Lease with NU for Space in Church St Garage	B	APW	Storlie	
CMO/PWA	3/14/2016	RFP for Business District Tree Replacement	B	APW	Bobkiewicz/ Stoneback	
PRCS	3/14/2016	YOU Outreach Grant	R	APW	Hemingway	
PWA	3/14/2016	IGA with Skokie for Howard Street Intersection Impr project	R	APW	Stoneback	
Law	3/14/2016	Liquor Licenses	O	APW	Farrar	Introduction
PWA	3/14/2016	Lawn Sprinkler Ordinance	O	APW	Stoneback	Introduction
Law	3/14/2016	NIO & Rental Licensing	O	APW	Farrar	Action
Law	3/14/2016	Advance Disposal	O	APW	Farrar	Action
CD	3/14/2016	IGA with RTA for Bike Parking Facilities at Main St train stations	R	PD	Muenzer	
CD	3/14/2016	1501 Central St: Ryan Field West Parking Lot	O	PD	Muenzer	Introduction
CD	3/14/2016	Artist Studios & Animal Daycare	O	PD	Muenzer	Action
CD	3/14/2016	North End Downtown Planning	D	PD	Muenzer	
Law	3/14/2016	Ord 17-O-16: Mobile Food Vendors	O	HS	Farrar	Introduction
Admin Services	3/14/2016	Exec Session: Workers Comp	B	CC	Storlie	
CMO	3/21/2016	BCC Consolidation	Discussion	Rules	Bobkiewicz	Rules Committee 6 pm
CMO	3/21/2015	Aldermanic Referral: Neighborhood Fund	Discussion	CC	Lyons	City Council 7 pm
PWA	3/21/2016	Residential Refuse Special Pick-Ups	Discussion	CC	Stoneback	
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	Equity & Inclusion	P	CC	Lyons	
CMO	3/28/2016	Investment Strategies	P	CC	Lyons	

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CD	3/28/2016	Appeal Certificate of Appropriateness:1012 Lake St Roof	SPB	CC	Muenzer	
PWA	3/28/2016	Concrete & 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	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	
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	
PRCS	3/28/2016	Noyes Lease	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	
	4/11/2016	April Fair Housing Month	PR			
	4/11/2016	National Library Week Apr 10-16	PR			
	4/11/2016	National Volunteer Week Apr 10-16	PR			
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	Construction Engr and Surveying Services	B	APW	Stoneback	
PWA	4/25/2016	2016 Drinking Water Week May 1-7	PR	APW	Stoneback	6:00 PM
PWA	4/25/2016	Church Street Boat Ramp Phase 2 Engineering Services	B	APW	Stoneback	
CD	4/25/2016	1815 Ridge/Oak	O	PD	Muenzer	Introduction



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PRCS	4/25/2016	Mudlark Theater	B	HS	Hemingway	
PRCS	4/25/2016	NU Parking on Golf Course	B	HS	Hemingway	
PRCS	4/25/2016	2016 Summer Food Program	B	HS	Hemingway	
	5/9/2016	Public Service Recognition Week May 1-7	PR			
	5/9/2016	May is National Preservation Month	PR			
	5/9/2016	National Police Week May 15-21	PR			
	5/9/2016	National Public Works Week May 15-21	Pr			
PRCS	5/23/2016	Handyman Contract	B	HS	Hemingway	
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 7	6:00 PM	Human Services Committee				
Mon, Mar 14	6:00 PM	A&PW, P&D, City Council meetings				
Tues, Mar 15	7:00 PM	Housing & Community Dev Act Committee				
Wed, Mar 16	6:30 PM	M/W/EBE Advisory Committee				
Mon, Mar 21	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				
Thurs, Mar 31	7:00 PM	NU-City Committee				

## DEFERRED

Dept	Date	Item	Action	Committee	Staff	NOTES
CD		Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
CMO		Harley Clarke	SPB	CC	Bobkiewicz	CC Tabled 10.26.15
CMO		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
Utilities	3/4/2016 12:01 PM	Computerized Maintenance Management System	B	APW	Stoneback	3 of 4

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

This update includes recent events or immediate future events involving projects under formal consideration, public meetings or significant recent permitting or enforcement actions.

PLANNING AND ZONING	Zoning Board of Appeals
February 2016 Meetings/Activities	<b>February 2, 2016</b>
	<p><b>2422 Hastings Avenue:</b> Variation for 68.7% impervious surface coverage for a brick paver patio where 62% currently exists and maximum 45% is allowed in the R1 District. The motion to approve failed (2-3) without four concurrent votes. The case was continued to February 16, 2016 for the last two ZBA members to cast their votes on the case.</p>
	<p><b>1418 Main Street:</b> Variation for a 1' street side yard setback where 15' is required and a 1' rear yard setback where 3' is required for a one-car detached garage in the R3 District. Unanimously approved.</p>
	<p><b>828 Colfax Street:</b> Variation for a 3' street side yard setback where 15' is required for a 2-car detached garage in the R1 District. Unanimously approved.</p>
	<p><b>1304 Chicago Avenue:</b> Special Use for a Resale Establishment, Threads Boutique, in the B2 Business District and oDM Dempster-Main Overlay District. Unanimously recommended for approval. Approved by City Council on February 22, 2016.</p>
	<b>February 16, 2016</b>
	<p><b>2422 Hastings Avenue:</b> Variation for 68.7% impervious surface coverage for a brick paver patio where 62% currently exists and maximum 45% is allowed in the R1 District. One ZBA member who was not present at the previous meeting voted in favor, bringing the motion to approve to 3-3. The case was continued to March 15, 2016 for the final ZBA member to cast his vote.</p>
	<p><b>1500 Ashland Avenue:</b> Variation for a 2' interior side yard setback for a second story addition in the R3 District. Unanimously approved.</p> <p><b>1501 Central Street:</b> Special Use for a Parking Lot in the T1 Transitional Campus District and a variation for a 5' street side yard setback where 15' is required for open parking both for the reconstruction and expansion of a parking lot with lighting and landscaping. Unanimously recommended for approval with conditions. Scheduled for P&amp;D March 14, 2016.</p>
March 2016 Meetings/Activities	<b>March 1, 2016</b>
	Meeting cancelled due to a lack of items.
	<b>March 15, 2016</b>
<p><b>801 Forest Avenue:</b> Variation for a 5' rear yard setback where 25' is required for a 1-car attached garage with a rooftop deck and pergola.</p>	
PLANNING AND ZONING	Plan Commission
February 2016 Meetings/Activities	<b>February 10, 2016</b>
	<p><b>Z.O. Text Amendment - Domestic Animal Daycare and Dog Sitting businesses as Home Occupations:</b> Continued from January 27, 2016. The proposal would establish regulations for domestic animal daycare businesses and dog sitting businesses as permitted home occupations. Unanimously recommended approval.</p>
	<p><b>Z.O. Text Amendment – Artist Studios in D Districts:</b> Continued from January 27, 2016. Proposed text amendment to allow Artist Studios as a permitted use on the ground floor in the D2, D3 and D4 Downtown Districts instead of only above the ground floor to match current regulations in the D1 Downtown District. The Commission unanimously recommended approval.</p>

<b>March 2016 Meetings/Activities</b>	<b>March 9, 2016</b>
	<b>1815 Ridge/Oak Planned Development:</b> A Planned Development with rezoning from C2-Commercial to D4-Downtown Transition District and a Special Use for Independent/Assisted Living to construct an 11-story senior living residential building with a total of 165 units. The applicant seeks site development allowances for: number of dwelling units (140 dwelling units where a maximum of 84 are allowed), the number of parking spaces (64 where 70 are required), number of accessible parking spaces (2 where 3 are required), and parallel parking space width (7 feet where 8 feet is required).
<b>PLANNING AND ZONING</b>	<b>Zoning Committee of the Plan Commission</b>
<b>February 2016 Meetings/Activities</b>	<b>February, 2016</b>
	There was no Zoning Committee meeting scheduled in February.
<b>March 2016 Meetings/Activities</b>	<b>March, 2016</b>
	There is no Zoning Committee meeting scheduled in March.
<b>PLANNING AND ZONING</b>	<b>Preservation Commission</b>
<b>February 2016 Meetings/Activities</b>	<b>February 15, 2016</b>
	<b>919 Edgemere Court (L/LSHD)</b> – Application for Rescission of landmark designation withdrawn during hearing because the property will remain under purview of the Preservation Ordinance due to its location within the Lakeshore Historic District.
	<b>321 Lake Street (LSHD)</b> – Add second story master bedroom over existing one-story addition in the east side yard at rear of house. Approved unanimously (Alteration/Construction/Demolition).
	<b>2418 Lincoln Street (L)</b> – Addition to the existing masonry residence in the east side yard and rear (south) yards. Approved unanimously (Alteration/Construction/Demolition).
	<b>1045 Hinman Avenue (LSHD)</b> – Install AC condensing unit in rear of house (east rear yard) 2' from property line. Zoning variation required; required setback is 3'. Unanimously recommended approval of the variation.
	<b>1560 Oak Avenue (RHD)</b> – Already installed 8' high metal fence. Requires minor (fence) zoning variation, maximum allowed height is 6'. Unanimously recommended approval of the variation
	<b>1200 Judson Avenue (LSHD)</b> – West rear elevation: 2-story addition with new covered back entry, new casement windows with transoms on the first floor and double hung windows on the second floor, relocation of leaded glass window, remove existing second story window and infill opening, new rear wood deck. South elevation: 1st floor new casement window with transom. Approved unanimously.
<b>March 2016 Meeting/Activities</b>	<b>March 15, 2016</b>
	<b>2723 Noyes Street (L)</b> - Demolish existing detached 2-car garage. Construct new 2-car detached garage.
	<b>1322 Lake Street (L/RHD)</b> - Second story south and west elevations, 4 windows to be restored and 4 storm windows to be replaced. First floor south elevation, remove wood frame stairs and construct new roofed wood porch. Demolish existing detached 2-car garage and construct new one-car detached garage with storage.

	<b>704 Judson Avenue (L/LSHD)</b> - Construct a 2 ½ story addition to the rear (west side) of the house, renovation of dormer on the east side, addition of solar panels on the south side of the roof, and replacement of six existing vinyl windows with wood windows with full residing of the house.	
	<b>1011 Hull Terrace Apt. 1-2 (L)</b> - Replace the wood sashes of twelve second floor double hung wood windows with new wood sashes to match the existing on the south (front), west (side) and north (rear) elevations.	
<b>Preservation Projects Approved by Staff</b>	<b>Staff Review – February 2016</b>	
	935 Maple Avenue 909 Colfax Street 1033 Hinman Avenue 732 Michigan Avenue 2021 Sheridan Road	625 Garrett Place 1112 Grove Street 330 Greenwood Street 1608 Ashland Avenue 1464 Asbury Avenue

PLANNING AND ZONING	APPROVED & ACTIVE PLANNED DEVELOPMENTS
<b>1890 Maple Ave./ 1881 Oak Ave. E2</b>	The development of 356 dwelling units is complete. The Temporary Certificate of Occupancy was issued on March 11, 2015. Yoga Studio now open in Maple Ave. commercial space.
<b>1611 Chicago Ave. North Shore Residence/ Merion</b>	Renovations in the existing structure are ongoing. The full building permit for the 8-story addition has also been issued; construction is ongoing.
<b>1515 Chicago Ave. Hyatt House Extended Stay Hotel</b>	The 8-story 114-room hotel with 33 on-site parking spaces was approved by the City Council on 4/28/2014. The full building permit was issued on February 27, 2015. The construction is ongoing.
<b>1629-1691 Church St. Church St. Village</b>	On August 11, 2014, the applicant received an extension to complete the 13 unfinished units in Buildings 2 and 3 and to obtain a building permit for the construction of the last 8 units in Building 1 no later than August 11, 2015. The applicant has completed construction on the 13 units in Buildings 1 and 2, but has requested an extension of the PD to obtain the permit for the Building 1 by August 11, 2016. The request for extension was approved by the City Council on July 27, 2015. The last remaining 8-unit building was approved by DAPR Committee on January 6, 2015. Awaiting building permit application and pending final DAPR review.
<b>2454 Oakton St. Sports Dome</b>	Approved by City Council on August 11, 2014. The building permit for the foundation was issued on July 29, 2015. The full building permit was issued on September 11, 2015. Temporary CO was issued on January 25, 2016.
<b>835 Chicago Ave. (Chicago/Main)</b>	The full building permit for the 9-story 112-unit residential building was issued on August 3, 2015. Construction is ongoing.
<b>1620 Central St.</b>	The 4-story 47-unit multiple-family residential building was approved by the City Council on April 27, 2015. The demolition permit was issued on August 26, 2015. The full building permit was issued on October 20, 2015. Small adjustment to top floor of façade presented and approved by DAPR on January 20, 2016. Construction is ongoing.
<b>1571 Maple Ave.</b>	The 12-story 101-unit mixed-use development was approved by the City Council on April 13, 2015. The building permit for caissons was issued on December 17, 2015. The building permit for foundation only has been approved and the full building permit is under review.

HOUSING & GRANTS	Housing & Community Development Act Committee
February 2016 Meetings/Activities	<b>February 16, 2016</b>
	The HCDA Committee approved final allocations for 2016 CDBG funding. The actual grant amount was about \$100,000 more than was estimated, so the Committee distributed the additional funding between City of Evanston's Graffiti Removal Program, Housing Options for the Mentally Ill, Youth Job Center, YWCA, and Foster Field Athletic Lighting Renovations. Final numbers will be included on the updated 2016 Action Plan to be reviewed at next month's meeting.
March 2016 Meetings/Activities	<b>March 15, 2016</b>
	The HCDA Committee will hear public comment and vote on approval of the 2015 Consolidated Annual Performance and Evaluation Report (CAPER). The 2016 Action Plan with revised grant numbers will also be discussed; there is no need for substantial amendment.
HOUSING & GRANTS	Housing and Homelessness Commission
February Meetings/Activities	<b>February 7, 2016</b>
	The HHC approved its 2015 report and discussed revisions to the description/purpose and eligible uses of the Affordable Housing Fund..
March 2016 Meetings/Activities	<b>March 3, 2016</b>
	The March meeting agenda includes a request for renewal funding for the Handyman Program from the Affordable Housing Fund, continuation of work to revise the description and eligible uses of the Affordable Housing Fund, and information on the use of funds generated by demolition taxes to fund affordable housing by other communities. Savannah Clement, new Housing Policy and Planning Analyst, will be introduced to the commission.
HOUSING & GRANTS	Mental Health Board
February 2016 Meetings/Activities	<b>February 11, 2016</b>
	The Mental Health Board met to discuss the status of funding allocations. The Board also discussed 4 <sup>th</sup> quarter reports from agencies funded in 2015.
March 2016 Meetings/Activities	<b>March 10, 2016</b>
	MHB will meet on Thursday, March 10, 2016 to review agency responses to 2016 ZoomGrants application survey and discuss application process for 2017 funding.

HOUSING & GRANTS	NSP 2
<b>NSP2 Properties</b>	Following consultation with HUD, 619 Case Place has been changed from ownership to rental. Rent-up is expected to be complete no later than April 2016. The annual compliance review of ownership and rental properties is underway; owner occupant mailings went out in January and rental compliance mailings will be sent in March and on-site meetings will be scheduled in April or May.
<b>Land Banked Properties</b>	2142 Dewey Avenue cleared lot will be donated to Evanston Township High School as the site for the house being built in their Geometry In Construction classes during the 2015-2016 school year. Property transfer is to take place in spring so work on the foundation can be undertaken and the house moved to the site in June. Staff is developing disposition plans for the cleared lots at 2122 Darrow and 2113 Dewey. 1509 Emerson will be land banked for development as part of the second phase of Emerson Square.
<b>Grant Closeout</b>	The City has expended its \$18.15 million NSP2 grant, as well as a substantial portion of the over \$4 million in program income on eligible activities. Staff has completed the compliance review for ownership properties and is reviewing all rental properties. File reviews of all completed properties are being conducted as required for grant closeout. The City had its first conference call with the technical assistance provider to confirm the steps to be taken prior to submitting closeout documents to HUD. This includes moving all draws relating to 619 Case Place from the for-sale to rental activity; a review of all information entered in the HUD DRGR database for accuracy; confirmation that all grant requirements, including expending 25% of grant funds + program income on activities benefitting households at or below 50% of the area median income, have been met; and submission of land banking plans for each remaining property to HUD for approval. Staff will work with IT to archive all data in the Community Central database to comply with record retention requirements.

BUILDING & INSPECTION SERVICES		Housing Rehabilitation					
2	1319 McDaniel Avenue	REHAB – House Demolition – House demo complete with the exception of grass seeding which will be performed when weather permits.					
5	1806 Grey Avenue	REHAB and Garage Demo – Garage demo complete with the exception of backfill near old slab which will be performed when weather permits. Rehab project is underway.					
5	1720 Grey Avenue	REHAB – 1 Unit – Rehab project is underway.					
8	219 Hartrey Avenue	REHAB – 1 Unit – Rehab project is underway.					
8	142 Callan Avenue	REHAB – 1 Unit – Rehab project is underway.					
8	147 Custer Avenue	REHAB – 1 Unit – Rehab project is underway.					
<b>Applications Received</b>		<b>Applications Approved</b>		<b>Current Projects</b>		<b>Completed Projects</b>	
(Mo) / (YTD)		(Mo) / (YTD)		(YTD)		(YTD)	
1/1		0/0		6		0	

BUILDING & INSPECTION SERVICES	Sign Review and Appeals Board
<b>February 2016 Meetings/Activities</b>	<b>February 11, 2016</b>
	222 Hartrey Avenue – Autobarn – Variance for a wall sign mounted at a height of 23’0” above grade where 15’6” is allowed. – Approved Unanimously.
<b>March 2016 Meetings/Activities</b>	<b>March 10, 2016</b>
	No Meeting Scheduled – Lack of Agenda Items

BUILDING & INSPECTION SERVICES		New Business Application Status		
Ward	Property Address	Business Name	Received	Status
1	1718 Sherman Avenue	Turing Group	2/15/2016	General Business License issued 2/24/2016.
2	1890 Maple Avenue	Exhale	2/12/2016	General Business License issued 2/23/2016.
2	1880 Oak Avenue	Breakthrough Technologies, LLC	2/15/2016	Pending inspections.
3	1304 Chicago Avenue	Threads Boutique	12/22/2015	General Business License issued 3/2/2016.
4	1603 Orrington Avenue	MEP Infrastructure Solutions, Inc.	2/8/2016	General Business License issued 2/24/2016.
5	1601 Payne Street	Doug Human Photography	2/1/2016	General Business License issued 2/23/2016.
5	1634 Payne Street	Corrado Cutlery/Clubman Online	9/23/2015	General Business License issued 2/8/2016.
7	1706 Central Street	9Round 30 Min Kickbox Fitness	10/2/2015	Awaiting Certificate of Occupancy.



BUILDING & INSPECTION SERVICES		Permit Application Status		
Ward	Property Address	Project Description	Received	Status
1	1619 Chicago Avenue	Post-permit revisions	02/25/16	Under review
1	1838 Chicago Avenue – NU Residential Services	Interior and exterior remodel	02/16/16	Under review
1	533 Davis Street	Type 1 restaurant	07/02/15	Approved
1	626 University Place – NU Residence Hall	Interior remodel	01/05/16	Approved
2	1881 Oak Avenue	Elevator lobby build-out	01/14/16	Approved
3	605 Hinman Avenue	Stair replacement	01/14/16	Approved
3	737 Chicago Avenue	Bathroom remodel	12/21/15	Awaiting revisions
3	886 Forest Avenue	Kitchen remodel	01/26/16	Awaiting revisions
4	1012 Church Street	Interior remodel	11/03/15	Approved
4	1571 Maple Avenue	Foundation only – multi-story structure	01/06/16	Approved
4	1571 Maple Avenue	New 12-story 101 unit building	12/17/15	Approved
4	630 Davis Street	Removal of fire escape	01/13/16	Under review
4	812 Grove Street	Type 1 restaurant	12/23/15	Approved
5	1115-A Emerson Street	Interior remodel	03/02/16	Under review
5	1911 Church Street	Foundation only	11/25/15	Under review
5	1911 Church Street	New 2-story office building	01/15/16	Awaiting revisions
5	2000 Maple Avenue	Interior remodel	02/19/16	Under review
5	2115 Dewey Avenue	Addition plus interior remodel	01/29/16	Under review
6	2814 Central Avenue	Interior demolition	02/08/16	Approved
7	1880 Campus Drive – NU	Reconfiguration of Kresge Hall Café	11/24/15	Under review
7	2145 Sheridan Road – NU Laboratory	Interior remodel	02/16/16	Under review
7	2145 Sheridan Road – NU Laboratory/Break room	Interior remodel	02/19/16	Under review
7	2220 Campus Drive – NU	Install UPS	02/25/16	Under review
7	2233 Tech Drive – NU	Foundation	01/19/16	Awaiting revisions
7	2321 Sheridan Road – NU Dormitory	Interior remodel and south addition	01/13/16	Approved
7	2522 Green Bay Road	Interior remodel	02/25/16	Under review
7	2751 Ashland – NU	Replace scoreboards at baseball field	02/24/16	Approved

7	560 Lincoln Avenue – NU Residence Hall	New 7-story building	12/23/15	Under review
8	309-323 Howard Street	Interior remodel	01/27/16	Awaiting revisions
8	355 Ridge Street – Saint Francis Hospital	Interior remodel	01/12/16	Approved
8	999 Howard Street – Maxwell Style Grill	Restaurant interior remodel	10/21/15	Awaiting revisions
9	1624 Washington Street	Interior remodel	02/08/16	Approved

Ward 1

Building Permit Type	No. of Permits Issued
Electrical Only	6
Fence	1
Fire Alarm	4
Fire Suppression	2
HVAC Work Only	1
Minor Repair	2
Plumbing Only	3
Remodel	4
Roofing	1
Sign-Awning	2
<b>Total Permits Issued</b>	<b>26</b>

Ward 2

Building Permit Type	No. of Permits Issued
Accessory Structure	1
Electrical Only	4
Fence	1
HVAC Work Only	3
Low Voltage Alarm	2
Remodel	3
Roofing	2
Sign-Awning	4
Water and Sewer	1
<b>Total Permits Issued</b>	<b>21</b>

Ward 3

Building Permit Type	No. of Permits Issued
CCCD	1
Deck or Porch	2
Electrical Only	2
HVAC Work Only	2
Minor Repair	1
Miscellaneous Site Work	5
Plumbing Only	2
Sign-Awning	2
Water and Sewer	1
Window Replacement	1
<b>Total Permits Issued</b>	<b>19</b>

Ward 4

Building Permit Type	No. of Permits Issued
Accessory Structure	1
Demolition	2
Electrical Only	1
Fire Alarm	1
Fire Suppression	2
Hood Fire Suppression	2
HVAC Work Only	1
Minor Repair	1
Miscellaneous Site Work	1
Plumbing Only	2
Remodel	5
Roofing	1
Water and Sewer	1
<b>Total Permits Issued</b>	<b>21</b>

**BUILDING & INSPECTION  
SERVICES**
**Building Permits Issued by Ward – February 1 – 29, 2016**
**Ward 5**

Building Permit Type	No. of Permits Issued
Addition	1
Demolition	2
HVAC Work Only	2
Low Voltage Alarm	1
Minor Repair	1
Miscellaneous Site Work	2
Plumbing Only	1
Remodel	2
Roofing	1
Temporary	2
Window Replacement	2
<b>Total Permits Issued</b>	<b>17</b>

**Ward 6**

Building Permit Type	No. of Permits Issued
Accessory Structure	4
Addition	4
CCCD	1
Demolition	7
Fence	1
Fire Suppression	1
Low Voltage Alarm	1
Minor Repair	1
Plumbing Only	5
Remodel	4
Roofing	1
Temporary	1
Water and Sewer	2
Window Replacement	4
<b>Total Permits Issued</b>	<b>37</b>

**Ward 7**

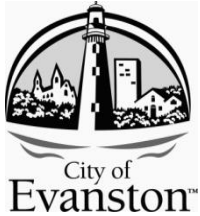
Building Permit Type	No. of Permits Issued
CCCD	3
Demolition	1
Electrical Only	14
Fence	1
Fire Alarm	2
Fire Suppression	3
Foundation	1
HVAC Work Only	4
Low Voltage Alarm	1
Minor Repair	1
Miscellaneous Site Work	3
Plumbing Only	3
Remodel	11
Temporary	2
Water and Sewer	1
Window Replacement	2
<b>Total Permits Issued</b>	<b>53</b>

**Ward 8**

Building Permit Type	No. of Permits Issued
CCCD	1
Demolition	1
Electrical Only	2
Fence	2
Fire Alarm	1
Low Voltage Alarm	2
Plumbing Only	2
Remodel	1
Roofing	5
Sign-Awning	2
Window Replacement	2
<b>Total Permits Issued</b>	<b>21</b>

**BUILDING & INSPECTION  
SERVICES****Building Permits Issued by Ward – February 1 – 29, 2016****Ward 9**

<b>Building Permit Type</b>	<b>No. of Permits Issued</b>
Accessory Structure	1
Addition	1
CCCD	1
Demolition	2
Electrical Only	3
Fence	2
Foundation	1
Minor Repair	1
Miscellaneous Site Work	2
Plumbing Only	1
Remodel	3
Window Replacement	4
<b>Total Permits Issued</b>	<b>22</b>



DATE: March 2, 2016

TO: Wally Bobkiewicz, City Manager

FROM: Mark Muenzer, Director of Community Development  
Gary Gerdes, Building and Inspection Services Manager

SUBJECT: Building Permit & Construction Value Financial Report for February 2016

### **BUILDING PERMIT FEES**

Total Permit Fees Collected for the Month of February 2016	\$ 345,030
Total Permit Fees Collected Fiscal Year 2016	\$ 558,564
Total Permit fees Collected for the Month of February 2015	\$ 691,947
Total Permit Fees Collected Fiscal Year 2015	\$ 1,458,116

### **CONSTRUCTION VALUES**

<b>TOTAL CONSTRUCTION VALUE FOR FEBRUARY 2016</b>	\$ 22,585,597
<b>TOTAL CONSTRUCTION VALUE FISCAL YEAR 2016</b>	\$ 34,537,571
<b>TOTAL CONSTRUCTION VALUE FOR FEBRUARY 2015</b>	\$ 35,887,652
<b>TOTAL CONSTRUCTION VALUE FISCAL YEAR 2015</b>	\$ 80,442,885



# Memorandum

To: Honorable Mayor and Members of the City Council  
From: Damir Latinovic, Planning and Zoning Administrator  
Subject: Weekly Zoning Report  
Date: March 4, 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](mailto:dlatinovic@cityofevanston.org) if you have any questions or need additional information.

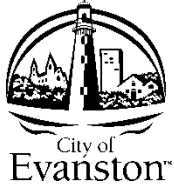
**Zoning Weekly Update**  
**Cases Received and Pending, February 26 - March 3, 2016**

<b>Zoning Reviews</b>					
<b>Ward</b>	<b>Property Address</b>	<b>Type</b>	<b>Project Description</b>	<b>Received</b>	<b>Status</b>
1	1722 Sherman Avenue	Building Permit	Façade change to replace metal siding (Campus Gear)	02/15/16	<b>DAPR 3/9/16</b>
1	522 Davis Street	Determination of Use	New Convenience Store within existing multiple-tenant building	02/26/16	non-compliant. Special Use required
2	1513 Greenleaf Street	Zoning Analysis	Demolition of existing one-story commercial building, subdivision into two lots and construction of 2 SFRs	02/24/16	pending staff review
2	1152 Ashland Avenue	Zoning Analysis	Dormer addition to existing SFR	03/02/16	pending staff review
2	1812 Greenwood Street	Building Permit	Front porch replacement at SFR	03/02/16	pending staff review
2	1300 Ashland Avenue	Zoning Analysis	New detached garage at SFR	02/26/16	non-compliant
2	2014 Cleveland Street	Building Permit	Construction of an addition with kitchen remodel at SFR	02/26/16	pending staff review
3	1020 Forest Avenue	Zoning Analysis	Repair front porch railing, columns and stair at SFR	03/01/16	compliant
3	704 Judson Avenue	Zoning Analysis	2-story addition to existing SFR	02/29/16	compliant
4	1571 Maple Avenue	Building Permit	Construct 12-story, 101 DU multifamily residence (Planned Development)	12/21/15	pending add'l info from the applicant
4	1603 Orrington Avenue	Building Permit	Install four (4) new pole lights @ Chase Bank Pavillion patio	01/14/16	pending DAPR review
4	630 Davis Street	Building Permit	Proposed exterior modifications to Chandler Building	01/14/16	pending DAPR review
5	1115/A Emerson Street	Building Permit	Interior remodel of existing commercial space (Lake City Cleaners)	03/02/16	pending staff review
5	2142 Dewey Avenue	Building Permit	New SFR on vacant lot for ETHS	02/29/16	pending minor variation
5	1010 Garnett Place	Building Permit	Interior remodel to SFR	02/26/16	compliant
6	2422 Hastings Avenue	Building Permit	Construct rear yard paver patio	11/18/15	pending Major Variation
6	2414 Hartzell Street	Building Permit	Construct 2nd story addition, front porch @ SFR.	02/17/16	pending add'l info from applicant
7	2751 Ashland Avenue	Building Permit	Installation of new scoreboards at baseball and softball fields (NU)	02/24/16	<b>DAPR 03/09/16</b>
7	2228 Wesley Avenue	Building Permit	Interior and exterior remodel at SFR with new rear deck	02/23/16	pending staff review
7	2121 Pioneer Road	Building Permit	Interior and exterior remodel at SFR with reconstruction of rear deck and front porch	02/23/16	pending staff review
8	2330 Oakton Street	Zoning Analysis	Expansion of existing parking lot (Pace Bus).	01/19/16	pending DAPR review
8	1325 Howard Street	Building Permit	Interior renovation to existing commercial building (Union Health)	03/03/16	pending staff review
9	735 South Blvd	Zoning Analysis	Second story addition to existing SFR	03/02/16	pending staff review



**Miscellaneous Zoning Cases**

<b>Ward</b>	<b>Property Address</b>	<b>Type</b>	<b>Project Description</b>	<b>Received</b>	<b>Status</b>
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 55 parking spaces	12/11/15	<b>Plan Commission 03/09/16</b>
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	<b>DAPR 03/16/16 &amp; ZBA 04/05/16</b>
3	1045 Hinman Avenue	Minor Variation	Rear yard setback to install a/c condensing unit	01/21/16	Determination after 03/02/16
3	801 Forest Avenue	Major Variation	5' rear yard setback for a 1.5 story attached garage with a rooftop deck/pergola	02/11/16	<b>DAPR 03/09/16 &amp; ZBA 03/15/16</b>
4	601 Davis Street	Planned Development, Rezoning and Special Use	New 26-Story, 221 unit mixed use development with 21,020 sq. ft. of commercial space	12/23/15	Pending additional info from the applicant
4	1560 Oak Avenue	Minor Variation	Install 8'h wrought iron fence in side yard	12/23/15	Preservation Commission approved on 02/16/16. Pending staff review.
5	1924 Grey Avenue	Zoning Complaint	Illegal landscaping business	10/08/15	Case ongoing, Re-inspection pending
5	1927 Brown Avenue	Zoning Complaint	Illegal car repair business	02/04/16	Case ongoing, Re-inspection pending
5	2128 Asbury Avenue	Minor Variation	Side yard setback variation to construct 2nd story addition	02/11/16	Pending additional info from the applicant
5	2142 Dewey Avenue	Minor Variation	new SFR on vacant lot for ETHS	03/02/16	pending staff review
6	2422 Hastings Avenue	Major Variation	Impervious surface coverage for a brick paver patio	12/04/15	<b>ZBA 03/15/16</b>
6	2745 Lincolnwood Drive	Minor Variation	Bldg. lot coverage to construct a 1-story addition	02/04/16	Determination after 2/26/16
7	1501 Central Street (West Ryan Field Parking Lot)	Special Use & Major Variation	Reconstruct and extend existing NU parking lot, add landscaping, add lighting with 5' street side setback	01/22/16	<b>P&amp;D 03/14/16</b>



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: March 4, 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](mailto:ggerdes@cityofevanston.org) if you have any questions or need additional information.

**Inspector Weekly Update**  
**Cases Received, March 4, 2016**

**Field Reports**

<b>Ward</b>	<b>Property Address</b>	<b>Construction Type</b>	<b>Inspector Notes</b>	<b>Received</b>
1	1515 Chicago Avenue (Hyatt House)	New Hotel	Project is in the finishing stages. Building is enclosed and the construction fence has been removed. Job site is well kept. Public right of way is safe and clear. Neighboring storm structures are clear of debris.	3/2/2016
1	1619 Chicago Avenue (The Merion)	Residential Addition	Fences, streets and sidewalks are in good condition. Catch basin is clean. Mechanicals are up to fifth floor. Exterior work continues.	3/2/2016
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Sidewalks and fences are in good condition. Soil erosion reports are current. Resident meeting to discuss drainage issues being set with developer.	2/29/2016
3	835 Chicago Avenue (9-story mixed-used)	Foundation	Streets, fences and sidewalks are in good condition. Catch basin is clean. Work on structure continues on the 6th floor.	2/29/2016
4	1026 Davis Street (Taco Diablo/LuLu's)	Restaurant/Retail	HVAC, electrical and plumbing installation on first and ground floor is in progress. The roof top HVAC system has been installed. Stairway to second floor is roughed in. Job site is kept in order.	3/1/2016
4	1029 - 1035 Davis Street	One Story Commercial	Drywall installation, fire suppression piping and above ceiling electric continues. Job site is well maintained.	3/1/2016
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Drywall on the 4th floor is complete and display cases are being staged for assembly. Electrical above ceiling grid and drywall installation continues on 3rd floor. Exterior is kept clean and in order. Interior work continues.	3/1/2016
7	1620 Central	New 47 Unit Apartment Building	Surface water drainage system is being installed along the north wall. Crews are framing walls along the south side of the project. Public right of way is clean. Job site is well kept.	3/1/2016
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. Catch baskets are clear of debris.	3/2/2016
7	560 Lincoln (NU Residence Hall)	New Dormitory	Foundation walls and footings are complete and have been poured. Plumbing and electrical underground work have passed partial inspections. Job site is well kept. Fences and silt fences stand plumb. Public right of way is clean and neighboring storm structure has a catch basket.	3/2/2016
8	222 Hartrey Avenue (Autobarn)	Interior/Exterior Remodel	Fences, street and sidewalks are in good condition. Dryvit installation has been completed. Interior finish work continues.	2/29/2016

# EVANSTON FIRE DEPARTMENT



## MONTHLY REPORT FEBRUARY 2016

**General information:**

Total number of calls . . . . .	Fire - 298 EMS - 554 Exposures - 0 Unknown - 0 All - 852
Average calls per day . . . . .	Fire - 10.27 EMS - 19.10 All - 29.37
Total number of arson calls . . .	0
Estimated dollar loss . . . . .	Fire - 164,530 Other - 80,750 All - 245,280 Arson - 0
Estimated value . . . . .	Fire - 27,333,000 Other - 1,975,750 All - 29,308,750 Arson - 0
Percentage saved . . . . .	Fire - 99.39% Other - 95.91% All - 99.16% Arson - .00%
Total injuries . . . . .	Fire service - 1 Civilian fire - 0 EMS - 0 Arson - 0
Total fatalities . . . . .	Fire service - 0 Civilian fire - 0 Arson - 0
Total apparatus responses . . .	Emergency - 1,596 Non-emergency - 217 All - 1,813
Average responses per day . . .	Emergency - 55.03 Non-emergency - 7.48 All - 62.51
Average apparatus per call . . .	Fire - 2.39 EMS - 1.98 All - 2.12
Average turnout time . . . . .	Emergency - 0:00:48 Non-emergency - 0:01:23 All - 0:00:55
Average response time . . . . .	Emergency - 0:03:14 Non-emergency - 0:05:08 All - 0:03:35
Average contain time . . . . .	Emergency - 0:00:00 Non-emergency - 0:00:00 All - 0:00:00
Average total time . . . . .	Emergency - 0:36:27 Non-emergency - 0:22:04 All - 0:33:48
Total man hours . . . . .	Fire - 505 EMS - 1,134 All - 1,639
Average personnel per call . . .	Fire - 6.40 EMS - 4.90 All - 5.43
Total aid given calls . . . . .	2
Total aid received calls . . . . .	5

**Total calls by incident group:**

	Count	Average response time	Aid given	Exposures
100-173 Fire	8	0:02:49	0	0
300-381 Rescue and emergency medical service incidents	554	0:03:09	0	0
400-482 Hazardous conditions (no fire)	18	0:04:12	0	0
500-571 Service call	153	0:04:59	2	0
600-672 Good intent call	23	0:02:38	0	0
700-751 and 7009 False alarm and false call	96	0:03:54	0	0

**Total calls by incident type:**

	Count	Aid given	Aid received	Exposures
100 Fire, other	1	0	0	0
111 Building fire	2	0	1	0
112 Fires in structure other than in a building	1	0	0	0
113 Cooking fire, confined to container	1	0	0	0
116 Fuel burner/boiler malfunction, fire confined	1	0	0	0
142 Brush or brush-and-grass mixture fire	1	0	0	0
162 Outside equipment fire	1	0	0	0
321 EMS call, excluding vehicle accident with injury	511	0	3	0
322 Motor Vehicle Accident	27	0	1	0
323 Motor vehicle/pedestrian accident (MV Red)	2	0	0	0
353 Removal of victim(s) from stalled elevator	14	0	0	0
412 Gas leak (natural gas or LPG)	6	0	0	0
420 Toxic condition, other	1	0	0	0
424 Carbon monoxide incident	2	0	0	0
440 Electrical wiring/equipment problem, other	1	0	0	0
441 Heat from short circuit (wiring), defective/worn	3	0	0	0
442 Overheated motor	2	0	0	0
444 Power line down	3	0	0	0
500 Service Call, other	62	1	0	0
511 Lock-out	12	0	0	0
531 Stroke or odor removal	2	0	0	0
551 Assist police or other governmental agency	8	0	0	0
553 Public service	3	0	0	0

Total calls by incident type:		Count	Aid given	Aid received	Exposures
554	Assist invalid	56	0	0	0
555	Defective elevator, no occupants	9	0	0	0
571	Cover assignment, standby, moveup	1	1	0	0
600	Good intent call, other	7	0	0	0
611	Dispatched & canceled en route	4	0	0	0
651	Stroke scare, odor of stroke	12	0	0	0
710	Malicious, mischievous false call, other	1	0	0	0
730	System malfunction, other	10	0	0	0
731	Sprinkler activation due to malfunction	5	0	0	0
733	Smoke detector activation due to malfunction	3	0	0	0
734	Heat detector activation due to malfunction	2	0	0	0
735	Alarm system sounded due to malfunction	8	0	0	0
736	CO detector activation due to malfunction	11	0	0	0
740	Unintentional transmission of alarm, other	1	0	0	0
743	Smoke detector activation, no fire - unintentional	7	0	0	0
744	Detector activation, no fire - unintentional	5	0	0	0
745	Alarm system activation, no fire - unintentional	39	0	0	0
746	Carbon monoxide detector activation, no CO	4	0	0	0

Fire incidents with dollar loss:			Dollar loss	Dollar value
2016-0001392-000	2/17/16	Fuel burner/boiler malfunction, fire confined 1107 MAPLE AVE, EVANSION, IL, 60202	6,000	266,000
2016-0001517-000	2/20/16	Cooking fire, confined to container 802 WASHINGTON ST 1B, EVANSION, IL, 60202	25	200,000
2016-0001553-000	2/22/16	Building fire 412 LEE ST, EVANSION, IL, 60202	7,000	1,002,000
2016-0001694-000	2/26/16	Fires in structure other than in a building 525 GROVE ST, EVANSION, IL, 60201	505	20,005,000
2016-0001764-000	2/29/16	Fire, other 1501 SHERMAN AVE, EVANSION, IL, 60201	1,000	5,010,000
2016-0001766-000	2/29/16	Building fire 2521 MARCY AVE, EVANSION, IL, 60201	150,000	850,000
<b>Totals:</b>			<b>6 incidents</b>	<b>164,530</b>

Other incidents with dollar loss:			Dollar loss	Dollar value
2016-0001126-000	2/07/16	Stroke scare, odor of stroke 1720 CENTRAL ST, EVANSION, IL, 60201	750	750
2016-0001393-000	2/17/16	Assist police or other governmental agency 1107 MAPLE AVE, EVANSION, IL, 60201	5,000	575,000
2016-0001696-000	2/26/16	Assist police or other governmental agency 525 GROVE ST, EVANSION, IL, 60201	5,000	550,000
2016-0001767-000	2/29/16	Assist police or other governmental agency 2521 MARCY AVE, EVANSION, IL, 60201	70,000	850,000
<b>Totals:</b>			<b>4 incidents</b>	<b>80,750</b>

Incidents receiving aid:		
2016-0000947-000	2/01/16	EMS call, excluding vehicle accident with injury INIR CUSTIER & HILL TER
2016-0001053-000	2/05/16	Motor Vehicle Accident INIR EARION & HOWARD ST
2016-0001433-000	2/18/16	EMS call, excluding vehicle accident with injury

EVANSTON FIRE DEPARTMENT  
Prepared: 3/04/16, 16:42:03  
Program: FI263L

Incident Summary Report  
2/01/16 to 2/29/16

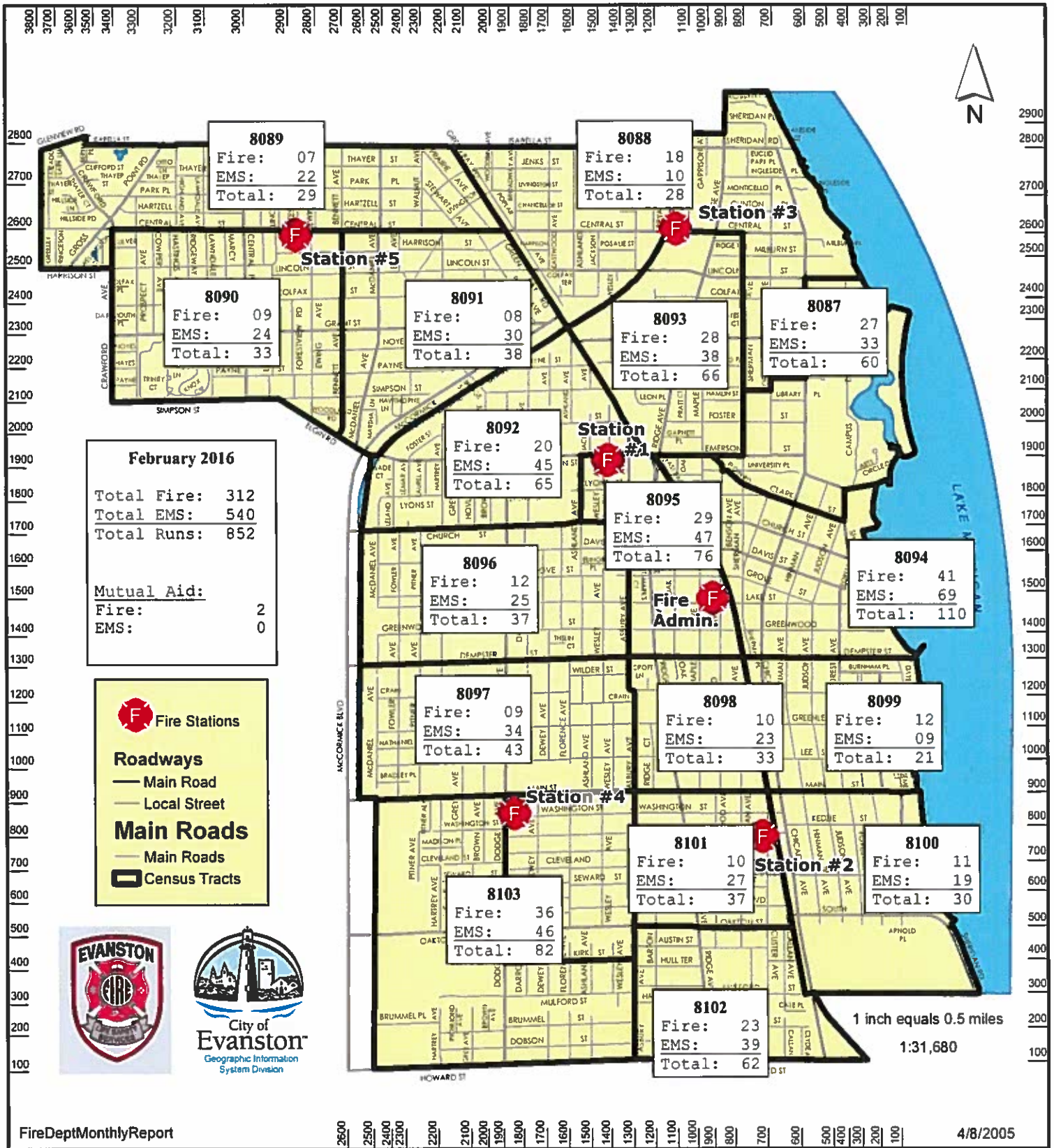
Page 3

**Incidents receiving aid:**

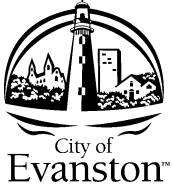
1900 SHERMAN AVE 801, EVANSTON, IL, 60201  
2016-0001664-000 2/25/16 EMS call, excluding vehicle accident with injury  
2307 COWPER AVE, EVANSTON, IL, 60201  
2016-0001766-000 2/29/16 Building fire  
2521 MARCY AVE, EVANSTON, IL, 60201

**Total: 5 incidents**

# Evanston Fire Department Responses by Census Tract February 2016







# Memorandum

To: Honorable Mayor and Members of the City Council

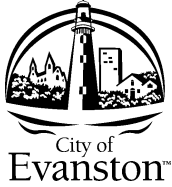
From: Carl Caneva, Assistant Director Health and Human Services Department

Subject: Food Establishment Application Weekly Report

Date: March 4, 2016.

There were no new applications for food establishments for the week of February 28, 2016.

Please contact me at 847/859.7831 or [ccaneva@cityofevanston.org](mailto: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 4, 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](mailto:twhittington@cityofevanston.org) if you have any questions or need additional information.

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

<b>WARD</b>	<b>BUSINESS NAME</b>	<b>BUSINESS ADDRESS</b>	<b>LIQUOR CLASS</b>	<b>CLASS DESCRIPTION</b>	<b>PROPOSED HOURS for LIQUOR SALES</b>	<b>DATE REC'D</b>	<b>STATUS<sup>1</sup></b>
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

<sup>1</sup> 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 4, 2016**

## ***Deadline to Submit NWMC Officer Nominations is Next Friday***

As a reminder, the NWMC Officer Nomination Form, which solicits member input as to who should fulfill the roles of NWMC President, Vice-president, Secretary and Treasurer for FY16-17 is due by Friday, March 11. Nomination forms are to be returned to NWMC Executive Director Mark Fowler, [mfowler@nwmc-cog.org](mailto:mfowler@nwmc-cog.org). If you need an additional copy of the form, please contact NWMC Deputy Director Larry Bury, 847-296-9200 ext. 126 or [lbury@nwmc-cog.org](mailto:lbury@nwmc-cog.org).

The Nominating Committee will present its recommended slate at the April 13 NWMC Membership 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 banquet on June 22. *Staff contacts: Mark Fowler, Larry Bury*

## ***SPC Extends Call One Contract With No Price Increase For Now***

The Suburban Purchasing Cooperative (SPC) Governing Board and Call One have agreed to extend the SPC Telecommunications Services Vendor for Term program (Contract #137) for the second of four (4) possible, one-year contract extensions. The contract will run from April 1, 2016 through March 31, 2017 and does not contain a rate increase at this time. Call One has informed the SPC that ongoing rate negotiations with AT&T may result in price increases; however, the vendor will provide notification to the SPC membership prior to any increase taking effect.

If your organization is not served by Call One, we strongly encourage you to look into the program. Call One's voice product portfolios include:

- Hybrid VoIP system that can be PBX/Digital technology enabled, allowing municipalities to make use of older existing infrastructure without requiring a complete cable or data hardware upgrade;
- Pure VoIP solutions that meet the requirements of the most advanced network requirements of our members; and
- Hosted solutions that are engineered with the equipment managed and maintained in a "cloud" environment with only desktop instruments, software or cellular devices for employee access.

Call One Professional Services is based on offering participants all four phases of a complete process, including assessment/IT roadmap, consulting, remediation and management. Every member's telecommunications needs are unique and will be addressed as such with customized solutions. For questions or additional information, please contact staff or Call One Association Director Larry Wider, 312-252-4955 (office), 847-732-9262 (cell) or [lwidmer@callone.com](mailto:lwidmer@callone.com). *Staff contact: Ellen Dayan*

## ***NWMC/SPC Vehicle Showcase Keeps Growing – RSVP by March 11***

Fifty-nine 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, Elmhurst, Elwood, Evanston, Flossmoor, Glenwood, Hanover Park, Hoffman Estates, Lincolnshire, Lombard, Mt. Prospect, Northbrook, Orland Park, Prospect Heights, Streamwood, Westmont, Wheeling, Wilmette* and *Winnetka* planning to attend. Please note that the deadline to register is Friday, March 11, so please RSVP to NWMC Purchasing Manager Ellen Dayan, 847-296-9200, ext. 132 or email [edayan@nwmc-cog.org](mailto:edayan@nwmc-cog.org). *Staff contact: Ellen Dayan*

### ***CMAP Launches On To 2050 Plan***

On Wednesday, staff from the Chicago Metropolitan Agency for Planning (CMAP) welcomed elected officials, municipal staff and other stakeholders from across the region to the CMAP offices in Chicago for the official launch of planning for the region's next comprehensive plan, On To 2050. This plan will build on its predecessor, Go To 2040, and the event gave attendees a chance to weigh in on the successes of that plan and identify areas needing additional focus. The planning process intends to 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.

CMAP staff will be on hand at the March 24 NWMC Transportation Committee meeting to discuss future outreach, workshops and how to join the discussion. Please visit [www.cmap.illinois.gov/onto2050](http://www.cmap.illinois.gov/onto2050) for more information the planning process. *Staff Contact: Brian Pigeon*

### ***Last Call to RSVP for the March 14 MMC Quarterly Meeting***

On Monday, March 14, the Metropolitan Mayors Caucus (MMC) will hold its quarterly business meeting in conjunction with the Chicago Flower & Garden Show at Navy Pier in Chicago. The meeting will begin with lunch at noon and will conclude by 3:00 p.m. Highlighting the agenda will be a presentation from the Caucus' legislative consultant McGuire Woods Consulting on effectively communicating with legislators, the official launch of the Greenest Region Compact 2 (GRC 2) and a discussion of the GRC 2 Sustainability Network, a new Caucus initiative designed to provide technical and financial assistance to implement GRC 2 projects and strategies.

Following the meeting, mayors and a guest are invited to receive complimentary admission to the Chicago Flower and Garden Show. Please RSVP to MMC Executive Director Dave Bennett, 312-201-4504 or [dbennett@mayorscaucus.org](mailto:dbennett@mayorscaucus.org) by Wednesday, March 9. When registering, please let Dave know if you will be attending the March 14 meeting and if you would also like a ticket to the flower show for you and a guest. *Staff contact: Mark Fowler*

### ***Meetings and Events***

*NWMC Finance Committee* will meet on Wednesday, March 9, at noon at the NWMC offices. **Please note date change.**

*NWMC Board of Directors* will meet on Wednesday, March 9, at 7:00 p.m. at the Oakton Community College, Room 1625, in *Des Plaines*. **Please note room change.**

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