

# Memorandum

To: Mayor Tisdahl and Members of the City Council  
From: Wally Bobkiewicz, City Manager  
Subject: City Manager's Weekly Update  
Date: Friday, April 22, 2016

## **STAFF REPORTS BY DEPARTMENT**



Weekly Report for April 15, 2016 –April 21, 2016

### **Administrative Services**

Weekly Bids Advertised

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

Council Meeting Agenda Schedule

### **Community Development**

Zoning Report

Inspection Report

### **Health Department**

Food Establishment Application Weekly Report

### **Law Department**

Weekly Liquor License Applications Report

### **Legislative Reading**

NWMC Weekly Briefing

**PUBLIC NOTICES, AGENDAS & MINUTES**

**Monday, April 25, 2016**

City Council

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

Administration & Public Works

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

Planning & Development Committee-Cancelled

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

**Wednesday, April 27, 2016**

Liquor Control Review Board

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

Design and Project Review Committee

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

Transportation/Parking Committee Meeting

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

Economic Development Committee

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

**Thursday, April 28, 2016**

Police Pension Board

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



# Weekly Update

Below is a brief summary of activities in the 311 Center for the period of April 15, 2016 through April 21, 2016.

	<b>CURRENT WEEK'S TOTALS</b>	<b>PREVIOUS WEEK'S TOTALS</b>
<b>CALLS HANDLED</b>	<b>2833</b>	<b>2622</b>
<b>SERVICE REQUESTS</b>	<b>727</b>	<b>674</b>
<b>TOTAL CHATS</b>	<b>59</b>	<b>55</b>
<b>TOTAL TEXT</b>	<b>28</b>	<b>29</b>

## **Top 5 Service Requests**

## **Total**

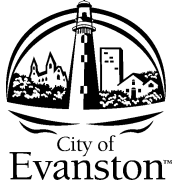
*Most requested service requests (Source: PublicStuff - Open/Closed)*

- |                                |     |
|--------------------------------|-----|
| 1. Building Permit Inspections | 101 |
| 2. Rodents – Rats              | 30  |
| 3. Broken Parking Meters       | 29  |
| 4. Trash – Special Pick-up     | 24  |
| 5. Tree Evaluation             | 23  |

**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	284
Administrative Services -Finance	46
Administrative Services -HR	38
Administrative Services - Other	298
City Manager's Office	22
ComDev / Economic Development	16
ComDev/ Bldg Inspections	339
ComDev / Housing Rehab	5
ComDev / Planning/Zoning	40
General Assistance	6
Fire Life Safety	48
PublicStuff Request	198
Health	111
Information	326
Law	15
Library	7
Mayor's Office	20
Other/311	182
Other – Social Services	7
Parks – Maintenance	3
Parks – Programs/Picnics/Permits	19
Parks – Other	23
Parks/Recreation	30
Parks – Forestry	27
Parks- Recreation Programs	72
Police	161
Public Works / Fleet	3
Public Works / Street Sanitation	172
Public Works / Engineering	51
Tax Assessment Office	6
Utilities – Power	0
Utilities – Sewer	6
Utilities – Water	252
<b>TOTAL</b>	<b>2833</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 April 18, 2016

Date: April 22, 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 April 18, 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 16-33 Isabella Street Bridge Deck Rehabilitation Project	Public Works Agency	Work on this project includes replacing the deteriorated sections of the concrete slab, replacing expansion joints, grinding the concrete surface, replacing curb & gutter as needed and 1.5 inch thick micro sealing overlay. Bidders must be prequalified by the Illinois Department of Transportation (IDOT) and present an IDOT issued "Certificate of Eligibility" with the bid proposal.	\$380,000	May 17	May 23

Bid 16-17 Water Treatment Plant Reliability Improvements	Public Works Agency	Work on this project includes modifications to the existing Evanston Water Treatment Plant, including structural, electrical, civil, and mechanical works.	\$2,500,000	Jun 7	Jun 27
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# Evanston City Council Agenda Schedule - 2016

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

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

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

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Admin Services	5/9/2016	Public Service Recognition Week May 1-7	PR	CC	Storlie	
CD	5/9/2016	May is National Preservation Month	PR	CC	Muenzer	
Police	5/9/2016	National Police Week May 15-21	PR	CC	Eddington	
PWA	5/9/2016	National Public Works Week May 15-21	PR	CC	Stoneback	
CMO	5/9/2016	Investment Strategies	P	CC	Lyons	
CD	5/9/2016	1012 Lake St. Appeal of COA denial	SPB	CC	Muenzer	(contd from 4/11/16)
CMO	5/9/2016	Equity & Inclusion	SPB	CC	Lyons	
CMO	5/9/2016	Benchmarking Ordinance Update	Discussion	APW	Jensen/Stoneback	
PWA	5/9/2016	Financing of Alleys	Discussion	APW	Stoneback	
CMO	5/9/2016	Liberia Sister City	B	APW	Bobkiewicz	
PWA	5/9/2016	Citywide Roof Survey	B	APW	Stoneback	
PWA	5/9/2016	Plant Reliability Const Eng Svs	B	APW	Stoneback	
PWA	5/9/2016	Hot Mix Asphalt Purchase	B	APW	Stoneback	
PWA	5/9/2016	SEADA	B	APW	Stoneback	
PRCS/PWA	5/9/2016	Penny Park	B	APW	Stoneback/ Hemingway	
PRCS	5/9/2016	Summer Clothing	B	APW	Hemingway	
PRCS	5/9/2016	Robert Crown Concession	B	APW	Hemingway	
PRCS	5/9/2016	Summer Transportation	B	APW	Hemingway	
PRCS	5/9/2016	2016 Summer Food Program	B	APW	Hemingway	
Admin Services	5/9/2016	Website Contract	B	APW	Storlie	
PRCS	5/9/2016	Strawdog Lease	R	APW	Hemingway	
Admin Services	5/9/2016	Parking Lease at Church with NU	R	APW	Storlie	
CD	5/9/2016	Plumbing Code Amendments	O	APW	Muenzer	Introduction
CD	5/9/2016	Impervious Surface Coverage	O	PD	Muenzer	Introduction
CD	5/9/2016	1815 Ridge Planned Develop.	O	PD	Muenzer	Introduction
CD	5/9/2016	2767 Crawford Ave./Driveway	O	PD	Muenzer	Introduction
Admin Services	5/9/2016	Executive Session		CC	Storlie	Work Comp.
CMO	5/16/2016	BCC	Discussion	Rules	Bobkiewicz	6:00 PM
Health	5/16/2016	Rental Registration Program	P	CC	Thomas-Smith	
CMO	5/16/2016	Aldermanic Referral: Neighborhood Fund	Discussion	CC	Lyons	7:00 PM
Law	5/16/2016	Neighborhood Integrity Ord revised	O	CC	Farrar	Held from Mar 14 CC meeting
CD	5/23/2016	National Preservation Month Awards	P	CC	Muenzer	awards/powerpoint presentation
PWA	5/23/2016	Citywide Roof Survey	B	APW	Stoneback	
PWA	5/23/2016	MFT Street Resurfacing	B	APW	Stoneback	

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PWA	5/23/2016	50/50 Sidewalk	B	APW	Stoneback	
Legal	5/23/2016	Prevailing Wage	R	APW	Farrar	
Legal	5/23/2016	Massage Establishment	O	APW	Farrar	(deferred from 4/11/16)
CD	5/23/2016	HOME Tenant Based Rental Assist	B	PD	Muenzer	(Housing Comm will vote 5/2/16)
CD	5/23/2016	1513 Greenleaf Street - Subdivision	O	PD	Muenzer	Introduction
CD	5/23/2016	1513 Greenleaf - Special Uses (2)	O	PD	Muenzer	Introduction
PRCS	5/23/2016	NU Parking on Golf Course	B	HS	Hemingway	
PRCS	6/13/2016	Moran Center Rehabilitation Agreement	B	APW	Hemingway	
CMO	6/13/2016	Smylie Lease	B	APW	Bobkiewicz	
PRCS	6/13/2016	Handyman Contract	B	HS	Hemingway	
CD	6/13/2016	2020 Greenwood Setbacks	O	PD	Muenzer	Introduction
Law	6/13/2016	Mobile Food Vendors	O	HS	Farrar	
PRCS	7/11/2016	National Park & Recreation Month	PR	CC	Hemingway	
PWA	7/11/2016	Water Plant Reliability Improvements	B	APW	Stoneback	
CMO	7/18/2016	Robert Crown Comm Center	Discussion	CC	Lyons	(4/18 discussion - return in 3 months)
CD	7/25/2016	North Downtown Planning	Discussion	PD	Muenzer	(contd from 4/18)
<b>Council &amp; Committee Meetings</b>						
Mon, Apr 18	7:00 PM	City Council meeting				
Tues, Apr 19	7:00 PM	Housing & Community Development Act				
Wed, Apr 20	6:30 PM	M/W/EBE Advisory Committee				
Mon, Apr 25	6:00 PM	A&PW, P&D, City Council meetings				
Wed, Apr 27	6:00 PM	Transportation/Parking Committee				
Wed, Apr 27	7:00 PM	Economic Development Committee				
Mon, May 2	6:00 PM	Human Services Committee				
Thurs, May 2	7:00 PM	Housing and Homelessness Commission / Commission on Aging				
Mon, May 9	6:00 PM	A&PW, P&D, City Council meetings				
Mon, May 16	7:00 PM	City Council meeting				



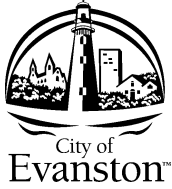
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Tues, May 17	7:00 PM	Housing & Community Development Act				
Mon, May 23	6:00 PM	A&PW, P&D, City Council meetings				
Wed, May 25	6:00 PM	Transportation/Parking Committee				
Wed, May 25	7:00 PM	Economic Development Committee				
<b><u>DEFERRED</u></b>						
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	<b>D</b>	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	
CMO	5/23/2016	Animal Stray Hold Policy	O	HS	Bobkiewicz	(discussion at Animal Board mtg 7/13)



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Damir Latinovic, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: April 22, 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, April 15 - April 21, 2016**

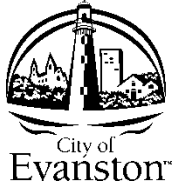
**Zoning Reviews**

Ward	Property Address	Type	Project Description	Received	Status
1	1620 Judson Avenue	Zoning Analysis	Demolish existing rear porch and deck and construct a new enclosed porch and deck at SFR	03/10/16	pending additional info from the applicant
1	500 Davis Street	Building Permit	Interior and exterior renovation for a new restaurant (Red Hot Chilli Pepper)	04/08/16	pending DAPR
1	827 Lincoln Street	Building Permit	Attic addition and interior renovation at SFR	04/20/16	pending staff review
1	1508 Hinman Avenue	Building Permit	Installation of snow melt system at multi-family residence	04/18/16	pending additional info from the applicant
2	1526 Crain Street	Building Permit	New front landing and stairs	03/28/16	pending revisions
2	1152 Ashland Avenue	Building Permit	2nd floor addition and interior remodel at SFR	04/08/16	pending major variation determination
2	1810 Madison Street	Building Permit	One-story addition and interior remodel at SFR	04/18/16	compliant
3	1040 Hinman Avenue	Building Permit	New patio and flatwork in rear yard at SFR	04/07/16	pending revisions
3	1034 Sheridan Road	Building Permit	Replacing and widening existing concrete driveway	04/20/16	pending staff review
4	1571 Maple Avenue	Building Permit	Construct 12-story, 101 DU multifamily residence (Planned Development)	12/21/15	pending additional info from the applicant; DAPR approved 03/23/16
4	1006 Ridge Avenue	Building Permit	Various interior and exterior renovation to existing SFR	03/08/16	pending additional info from the applicant
4	700 Main Street	Zoning Analysis	Construct deck for outdoor seating for restaurant (La Principal); relocate parking	04/14/16	pending staff review
4	1603 Orrington Avenue	Building Permit	Interior renovation of 4th floor corridor	04/13/16	compliant
4	1322 Lake Street	Building Permit	New detached garage and rear porch at SFR	04/18/16	compliant
4	1107 Lake Street	Building Permit	Replacement of rear access deck and staircase	04/20/16	compliant
4	1416 Greenleaf Street	Zoning Analysis	Minor Home Occupation - office use	04/20/16	compliant
4	1021 Ridge Court	Building Permit	New deck in rear of home at SFR	04/19/16	pending staff review
4	1124 Asbury Avenue	Building Permit	New addition to SFR	04/18/16	pending staff review
5	2020 Ridge Avenue	Building Permit	Various sidewalk removal and pavement reconstruction along Sheridan Road (NU)	04/14/16	pending revisions
5	824-828 Noyes Street	Zoning Analysis	Construct 4-story mixed-use building with ground floor retail and 44 DUs above (Planned Development)	04/14/16	pending staff review
5	1900 Asbury Avenue	Zoning Analysis	Subdivision of one lot into two lots	04/20/16	pending staff review
6	2422 Hastings Avenue	Building Permit	Construct rear yard paver patio	11/18/15	pending additional info from the applicant

6	2500 Hartzell Street	Building Permit	Interior remodel with one-story addition at SFR	03/07/16	pending additional info from the applicant
6	2716 Hartzell Street	Building Permit	New detached garage @ SFR	04/07/16	pending staff review
6	2920 Payne Street	Building Permit	New 2-car detached garage at SFR	03/29/16	pending additional info from the applicant
6	2745 Marcy Avenue	Building Permit	New patio in rear yard at SFR	04/01/16	non-compliant pending minor variation determination
6	2814 Central Street	Building Permit	Interior and exterior renovation for a daycare center (Little Green Tree House)	04/14/16	pending staff review
6	2515 Thayer Street	Zoning Analysis	2nd floor addition that aligns with first floor for SFR	04/21/16	pending staff review
6	2657 Reese Avenue	Zoning Analysis	Installation of brick patio at SFR	04/19/16	pending staff review
7	2131 Lincoln Street	Building Permit	Driveway resurfacing at SFR	04/12/16	pending staff review
7	2022 Central Street	Building Permit	Interior and exterior remodel (Lush Wine and Spirits)	04/15/16	<b>DAPR 04/27/16</b>
8	2330 Oakton Street	Zoning Analysis	Expansion of existing parking lot (Pace Bus).	01/19/16	pending DAPR review
8	741 Case Street	Building Permit	New detached garage at SFR	04/21/16	pending staff review
8	338 Asbury Avenue	Building Permit	Replacement of existing driveway	04/20/16	pending staff review
9	1731 South Boulevard	Building Permit	Replace deck with brick pavers at SFR	04/19/16	compliant

**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 70 parking spaces	12/11/15	<b>P&amp;D 04/25/16</b>
2	2020 Greenwood Street	Major Variation	2' 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>P&amp;D 06/13/16</b>
2	1513 Greenleaf Street	Special Use	Construct new single family residence with detached garage in B1 Business District.	03/22/16	<b>DAPR 05/04/16 ZBA 05/03/16</b>
2	1515 Greenleaf Street	Special Use	Construct new single family residence with detached garage in B1 Business District.	03/22/16	<b>DAPR 05/04/16 ZBA 05/03/16</b>
2	1152 Ashland Avenue	Major Variation	Interior side yard setback for a second story addition that aligns with the first floor @ SFR	03/23/16	<b>ZBA 05/03/16</b>
2	1100 Florence Avenue	Special Use	Residential Use (Single-family detached dwelling) in the B1 District (with accessory artist studio)	04/19/16	<b>DAPR 05/04/16 &amp; ZBA 05/17/16</b>
3	493 Sheridan Road	Major Variation	Add 2 new dwel. units on ground floor of existing 6-unit building	03/30/16	Pending additional info from the applicant
3	746 Forest Avenue	Minor Variation	Street side yard setback for a new detached garage	04/11/16	Determination after 04/27/16
4	601 Davis Street	Planned Development, Rezoning and Special Use	New 26-Story, 221 unit mixed use development with 21,020 sq. ft. of commercial space	12/23/15	Pending additional info from the applicant
4	1103 Oak Avenue	Minor Variation	Side and rear yard setbacks for a detached garage	04/07/16	Determination after 04/22/16
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
6	2767 Crawford Avenue	Major Variation	Establish curb cut and driveway from street/front yard to an attached garage when alley access is present for a new SFR	03/10/16	<b>P&amp;D 05/09/16</b>
6	2626 Reese Avenue	Major Variation	Variations for street side yard, building lot coverage, interior side yard setback, fence for a new SFR with detached garage	03/24/16	<b>ZBA 05/03/16</b>
6	2745 Marcy Avenue	Minor Variation	Impervious surface coverage variation for paver patio	04/08/16	Determination after 04/27/16
6	2144 Pioneer Road	Minor Variation	Building lot coverage and impervious surface coverage variations for a new detached garage	04/08/16	Determination after 04/27/16
7	2400 Brown Avenue	Fence Variation	New fence in street side and front yards	04/06/16	Determination after 04/22/16



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: April 22, 2016

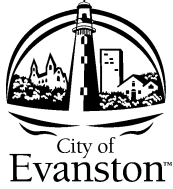
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

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, April 22, 2016

### Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	1515 Chicago Avenue (Hyatt House)	New Hotel	Job is nearing completion. Temporary Certificate of Occupancy has been granted for all units and common areas with the exception of handicap accessible units. Occupancy is for hotel staff only. Exterior is complete.	4/21/2016
1	1619 Chicago Avenue (The Merion)	Residential Addition	Fences and sidewalks are in good condition with alley and catch basin clean. Streets and job site are clean and orderly. Work on interior continues.	4/19/2016
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Sidewalks and fences are in good condition. Soil erosion reports are current. No dust or mud on the street.	4/19/2016
3	835 Chicago Avenue (9-story mixed-used)	Foundation	Structural steel has been completed for building. Glass installed up to 4th floor. Fences and sidewalks are in good condition. Catch basin is clean.	4/19/2016
4	1026 Davis Street (Taco Diablo/LuLu's)	Restaurant/Retail	Drywall and electrical work above the ceiling grid continues. The roof membrane and HVAC roof top units have been installed. Installation of exterior wall cladding is in progress. Job site is being kept in order.	4/20/2016
4	1029 - 1035 Davis Street	One Story Commercial	No access was gained into the building. No change from last inspection. Drywall and electrical are being installed above the ceiling grid. Job site is being kept in order.	4/20/2016
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Detail painting work on the 4th floor continues to move forward. Drywall work on 3rd floor has been completed. Work on 1st and 2nd floors continues with layout and installation of display cases and back lighting panels. Job site is well kept.	4/20/2016
7	1620 Central	New 47 Unit Apartment Building	Wall framing has started on the 4th story. At the time of inspection the sidewalk was closed and flaggers were present at both ends of the closure.	4/20/2016
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Curtain walls are complete at all towers and lobby. The site has expanded further west and fences moved to the associated parking area for re-paving. Fences and silt fences are in place. Neighboring storm structures are protected by catch baskets.	4/21/2016
7	560 Lincoln (NU Residence Hall)	New Dormitory	Concrete foundations at the west end are complete with crews working on forms and sleeves for the second floor deck. Contractors are finishing the balance of under slab work. Site is well kept with fences and catch baskets in good order.	4/21/2016
8	222 Hartrey Avenue (Autobarn)	Interior/Exterior Remodel	Fences, street and sidewalks are in good condition. Interior finishes continue. New sidewalk has been poured at south side of building.	4/19/2016



# 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

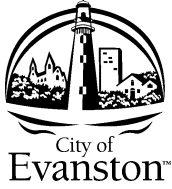
Date: April 22, 2016

The table below is the weekly report of all applications for Food Establishments received during the week of April 17, 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.

<b>Establishment Name</b>	<b>Address</b>	<b>Ward</b>	<b>Application Received on</b>	<b>Type</b>	<b>Proposed Opening Date</b>
Little Green Tree House Day Care	2814 Central	6	4/18/2016	Food Establishment License	Not Yet Announced
Linz & Vail	2012 Central	6	4/18/2016	Change of Ownership	May 1, 2016





# Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: April 22, 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	Old Dixie Café	825 Church Street	D	Restaurant (Alcohol)	TBD – 11 PM (Sun-Sat)	03/16/16	Pending Liquor Control Review Board Meeting
2	Terra & Vine	1701 Maple Ave	C	Restaurant (Alcohol)	12pm – 1am (Sun); 11am-1am (Mon-Thu); 11am-2am (Fri-Sat)	03/25/16	Pending Liquor Control Review Board Meeting
4	Davis Street Group, LLC	616 Davis Street	D	Restaurant (Alcohol)	12pm – 1am (Sun); 11am-1am (Mon-Thu); 11am-2am (Fri-Sat)	03/25/16	Pending Liquor Control Review Board Meeting
4	Cupitol Coffee & Eatery	812 Grove street	C	Restaurant (Alcohol)	12pm – 10pm (Sun); 11am – 10pm (M-Sa)	04/06/16	Pending Liquor Control Review Board Meeting
4	Table To Stix Ramen	1007 Davis Street	D	Restaurant (Alcohol)	12pm – 9pm (Sun); 11:30 am – 9:30 pm (M-TH); 11:30am – 10pm (Fri-Sa)	4/07/16	Pending Liquor Control Review Board Meeting
4	1560 Oak Banquet Facilities	1560 Oak Ave	D	Restaurant (Alcohol)	12pm-1am (Sun); 11am-1am (M-Th); 11am-2am (F-Sa)	04/18/16	Pending Liquor Control Review Board Meeting

<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 APRIL 22, 2016**

## ***The Invitations Are Out – RSVP Today for the NWMC Annual Gala***

Last week, staff sent invitations for the 2016 NWMC Annual Gala, scheduled for Wednesday, June 22 at Meridian Banquets in *Rolling Meadows*. The reception and silent auction will begin at 5:30 p.m. with dinner to follow at 7:00 p.m. The Annual Gala is the organization's only fundraising event and we look forward to building upon last year's successes.

Highlights of the evening will be the inauguration of the NWMC officers for FY2016-2017 and the awarding of the NWMC Communicopia Award, to be presented to the Conference member who contributes the most popular gift basket as selected by the Gala attendees. Last year, the inaugural NWMC Communicopia Award was presented to the *Village of Hoffman Estates*. Will they retain the crown?

In preparation for the Gala, staff has distributed the call for members to again submit gift baskets and compete for the Communicopia Award. The deadline to submit baskets is Friday, June 10, so there is plenty of time to prepare your winning entry. Please contact Marina Durso, [mdurso@nwmc-cog.org](mailto:mdurso@nwmc-cog.org) or 847-296-9200, ext. 122 for additional information. *Staff contact: Marina Durso*

## ***Last Call to Enroll in the NWMC EAP!***

Please act today to enroll in the NWMC Employee Assistance Program (EAP), which begins on May 1. Program provider Bensinger, DuPont & Associates offers confidential, cost free referrals and assessment services twenty-four hours a day for employees and their families. Areas of assistance include the following:

- Marital and family problems
- Mental health
- Alcohol/drug abuse
- Grief and loss
- Financial concerns
- Violence & Harassment
- Parenting
- Physical abuse
- Eating disorders
- Legal issues
- Child/Elder care issues
- Disasters & Trauma

The fee for program participation is \$25.00 per employee per year, which has been held constant over the past few years. Please contact NWMC Executive Administrative Assistant and Office Manager Karol Heneghan, 847-296-9200 ext. 124 or [kheneghan@nwmc-cog.org](mailto:kheneghan@nwmc-cog.org) with any questions or for additional information. *Staff contact: Karol Heneghan*

## ***Join Fellow NWMC Members at the May 10 Surplus Vehicle and Equipment Auction***

To date, NWMC members *Barrington, Des Plaines, Evanston, Glenview, Highland Park, Morton Grove, Northfield, Northfield Township, Northbrook, Prospect Heights, Skokie, Streamwood and Wilmette* have committed to send vehicles to the May 10 NWMC Surplus Vehicle and Equipment auction. As a reminder, the auction will begin at 1:00 p.m. at America's Auto Auction, 14001 S. Karlov Avenue in Crestwood.

America's Auto Auction's 40 acre, state-of-the-art facility provides full service auctions for their existing dealer network, the general public and online/simulcast bidders. Please visit the [NWMC Auction page](#) on our website to download an auction packet and to view vehicle transportation rates. For additional questions and information, please contact staff or Bruce Uhter, [Bruce.Uhter@americasautoauction.com](mailto:Bruce.Uhter@americasautoauction.com), 219-713-0347 (cell), 708-389-4488 (office), or Jim Fee, 773-315-0293 or [jamesfee7522@yahoo.com](mailto:jamesfee7522@yahoo.com). *Staff contact: Ellen Dayan*

### ***SPC Awards Short Term Contract Extension on 2016 Ford Focus S***

The Suburban Purchasing Cooperative (SPC) Governing Board has extended the 2016 Ford Focus S (Contract #115) with Currie Motors of Frankfort at \$13,256.00 through the end of the 2016 model year. Ford Motor Company has not yet announced the factory order cutoff date. For additional information or questions, please contact staff or Tom Sullivan, 815-464-9200 or [CurrieFleet@gmail.com](mailto:CurrieFleet@gmail.com). *Staff contact: Ellen Dayan*

### ***SPC 2017 Ford Interceptor Utility Police Package Rollover***

Currie Motors has also notified the SPC that Ford Motor Company has rolled over Ford Interceptor Utility Police Package (Contract #152) for 2017 models at the 2016 price of \$25,555.00. The Ford order bank is open and production begins in June. Model year 2017 order forms are posted on the NWMC website, [http://nwmc-cog.org/SPC-Documents/SPC\\_2017\\_Interceptor\\_Utility.aspx](http://nwmc-cog.org/SPC-Documents/SPC_2017_Interceptor_Utility.aspx). Ford has not yet announced the factory order cutoff date for the SPC 2016 Interceptor Sedans (Contract #154). For additional information or questions, please contact staff or Tom Sullivan, 815-464-9200 or [CurrieFleet@gmail.com](mailto:CurrieFleet@gmail.com). *Staff contact: Ellen Dayan*

### ***Bike/Ped Committee Talks Greenways and Trails, Complete Streets***

The NWMC Bicycle and Pedestrian Committee met Tuesday and learned about an ongoing update to the Chicago Metropolitan Agency for Planning's (CMAP) Northeastern Illinois Regional Greenways and Trails Plan. The plan, which was last updated in 2009, is a long-range, multi-jurisdictional plan which envisions a network of trails and greenways across the region and serves as a basis for planning and programming funding. CMAP Principal Planner Jesse Elam and Associate Planner Brian Daly discussed the update process and solicited input from the committee on additions, deletions, and realignments to the network in the NWMC area. Many of the proposed additions will align the plan more closely with the 2010 NWMC Bike Plan. CMAP hopes to have the updated plan adopted this fall.

*Village of Skokie Planner Carrie Haberstick* described the recently completed process to adopt a Complete Streets plan for the village. The ordinance, which was developed through a grant from the Active Transportation Alliance, will ensure that the village plans for pedestrians, bicyclists, transit users as well as drivers, when making an infrastructure improvement. The next committee meeting is scheduled for Tuesday, May 17, 10:30 a.m. at the NWMC offices. *Staff contacts: Mike Walczak, Brian Pigeon*

### ***RTA to Host April 29 Access to Transit Improvement Program Information Session***

On April 13, the Regional Transportation Authority (RTA) announced a call for projects for the Access to Transit Improvement Program. The program is open to applicants that have completed (or are in the process of completing) a study through the RTA's Community Planning program or the Chicago Metropolitan Agency for Planning's (CMAP) Local Technical Assistance (LTA) program. The Access to Transit Improvement Program is intended to leverage RTA and local funds with federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding to help implement small-scale projects that increase pedestrian and bicycle access to the transit system.

On Friday, April 29, at 9:30 a.m., the RTA will host an information session on the program at the RTA offices, 175 W Jackson Boulevard, Suite 1650 in Chicago. Applications are due to the RTA on or before Thursday, October 20. The long application period is intended to give applicants adequate time to initiate or complete the Phase I engineering aspect of the project. For more information about the program, please visit <https://www.rtachicago.com/plans-programs/grants-projects/access-to-transit>. *Staff contacts: Mike Walczak, Brian Pigeon*

### ***Alliance for Regional Development to Host June 10 Rail Conversation***

On Friday, June 10, the Alliance for Regional Development is hosting the first of its quarterly conversations entitled "How Intercity Rail Ties Our Economies Together." The Alliance for Regional Development is a "coalition of high-level leaders in business, government, and academia working together to strengthen the economic competitiveness of Chicago's tri-state region, including northeast Illinois, northwest Indiana, and southeast Wisconsin."

Working with the tri-state region's Metropolitan Planning Organizations (Chicago Metropolitan Agency for Planning, Northwestern Indiana Regional Planning Commission and the Southeastern Wisconsin Regional Planning Commission), the Alliance has "identified inter-city passenger rail and freight movement as a focus for its transportation agenda." The June 10 conversation will serve to "assist in setting specific goals and objectives for our regional transportation system." Panel discussions include: How State Governments View Intercity Passenger Rail; Local Economic Value of Intercity Passenger Rail; and, Freight Movement Challenges and Opportunities.

The fee to attend the conference is \$35 through May 27, 2016 and \$45 thereafter. Please visit [this link](#) to RSVP for the event. For additional information on the Alliance for Regional Development, please visit <http://alliancerd.org/>. *Staff contact: Mark Fowler*

### ***Register Today for ComEd's Power of Preparedness Event***

On Wednesday, May 18 at 2:00 p.m., ComEd will host a workshop entitled "The Power of Preparedness". The workshop will feature a behind-the-scenes look at ComEd's emergency preparedness and major storm response initiatives. The event will be held at McDonald's Hamburger University, 2815 Jorie Boulevard, in Oak Brook. Municipal officials, public works staff, county ESDA coordinators and county officials are encouraged to attend. Please visit [https://srv2.shoutlet.com/service/v2/canvas\\_wa/57056f91fbc0925c655edd94](https://srv2.shoutlet.com/service/v2/canvas_wa/57056f91fbc0925c655edd94) to register. *Staff contact: Mark Fowler*

### ***Why the Illinois Association of Public Procurement Officials, Inc. (IAPPO) Matters***

The Illinois Association of Public Procurement Officials, Inc. (IAPPO), a chapter of the Institute for Public Procurement (NIGP), is a not-for-profit organization comprised of public purchasing officials throughout the State of Illinois. IAPPO members include representatives from state and local government, as well as special districts and public education agencies who are concerned with professionalism and continuing education in the purchasing profession. IAPPO, which was chartered on October 26, 1977, with a membership of nine, has grown to over 200 members at present.

#### **MISSION AND GOALS:**

- To establish cooperative relationships among our members for the development of efficient purchasing methods and practices in the field of educational, governmental and public institutional procurement.
- To promote the interchange of ideas and experience within the purchasing profession.
- To promote professional competence through ongoing training and certification of those engaged in the purchasing profession.
- To assure the public (taxpayers) that the maximum effort is being made to spend their tax money wisely and in the most professional manner possible.
- To advance purchasing as a profession and encourage professionalism of our members.

If your entity has a purchasing staff, but is not a member of IAPPO, your agency could be missing out on important opportunities to: collaborate with peers and content experts on relevant public procurement topics; elevate the procurement profession through professional certifications; remain current on purchasing statutes; and, take advantage of continuing education opportunities including classes, seminars and webinars.

The Suburban Purchasing Cooperative (SPC) is active in IAPPO and as an extension of your purchasing department, is a tremendous resource for NWMC members to enjoy the benefits of intergovernmental cooperation through economies of scale in terms of pricing and staff resource savings.

Regular membership in IAPPO is available to all public sector procurement and materials management agencies and personnel, including those employed in federal, state, county, municipal and township activities, and public school systems, colleges, universities, hospitals, park districts, commissions, authorities, and any other political subdivisions of the State of Illinois. Annual membership is \$45.00 per person and applications are accepted online by visiting [https://www.iappo.org/chapters/nigp-iappo/documents/membership\\_app.pdf](https://www.iappo.org/chapters/nigp-iappo/documents/membership_app.pdf). For questions or additional information, please contact staff or IAPPO Membership Chair Tracy Rutter, 217-557-2412 or [tracy.rutter@illinois.gov](mailto:tracy.rutter@illinois.gov). *Staff contact: Ellen Dayan*

## ***Meetings and Events***

*NWMC Transportation Committee* will meet on Thursday, April 28, at 8:30 a.m. at the NWMC offices.

*NWMC Executive Board* will meet on Wednesday, May 4, at 8:30 a.m. at the NWMC offices.

The Northwest Council of Mayors Technical Committee will meet on Thursday, May 5 at 8:30 a.m. at the *Barrington Village Hall*.

*NWMC Board of Directors* will meet on Wednesday, May 11, at 7:00 p.m. at the *Wheeling Village Hall, 2 Community Boulevard, Wheeling* – **please note location change**

*NWMC Legislative Committee* will meet on Wednesday, May 18 at 8:30 a.m. at the *NWMC offices*.