



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: January 6, 2017

STAFF REPORTS BY DEPARTMENT



Weekly Report for December 23, 2016 – December 29, 2016
Weekly Report for December 30, 2016 – January 5, 2017

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule
Monthly Financial Report – November 2016
Economic Development Monthly Report – January 2017

Community Development

Weekly Zoning Report
Weekly Inspection Report
Community Development Monthly Report – December 2016

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Monday, January 9, 2017

Administration and Public Works

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

Tuesday, January 10, 2017

Board of Local Improvements

www.cityofevanston.org/boardofimprovements

Evanston Arts Council

www.cityofevanston.org/artscouncil

Housing and Homelessness Commission

www.cityofevanston.org/housingcommission

Zoning Board of Appeals

www.cityofevanston.org/zoningboard

Wednesday, January 11, 2017

Design and Project Review Committee

www.cityofevanston.org/dapr

Animal Welfare Board

<http://www.cityofevanston.org/government/agendas-minutes/agendas-minutes-animal-welfare-board/index.php>

Plan Commission

www.cityofevanston.org/plancommission

Thursday, January 12, 2017

Environment Board

www.cityofevanston.org/environmentboard

Mental Health Board

www.cityofevanston.org/mentalhealthboard

Friday, January 13, 2017

Utilities Commission

www.cityofevanston.org/utilitiesagendas



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of December 23, 2016 through December 29, 2016. Please Note: 311 Closed 12/24/2016 & Reduced hours on 12/26/2016.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	1968	2415
SERVICE REQUESTS	327	466
TOTAL CHATS	62	48
TOTAL TEXT	14	24

Top 5 Service Requests

Total

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

- | | |
|---------------------------------------|----|
| 1. Building Permit Inspection Request | 52 |
| 2. Broken Parking Meter | 33 |
| 3. Abandon Vehicle | 27 |
| 4. Trash Special Pick up | 24 |
| 5. Trash Cart – Downsize/Upsize | 8 |

Please see the following page for the Weekly Telephone Wrap up Data

Telephone Wrap-up Data *At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.*

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services –Parking	369
Administrative Services -Finance	39
Administrative Services -HR	25
Administrative Services - Other	31
City Clerk’s Office	57
City Manager’s Office	8
ComDev / Economic Development	9
ComDev/ Bldg Inspections	103
ComDev / Housing Rehab	1
ComDev / Planning/Zoning	4
General Assistance	6
Fire Life Safety	21
PublicStuff Request	139
Health	65
Information	492
Law	7
Library	0
Mayor’s Office	4
Other/311	225
Other – Social Services	8
Parks – Maintenance	4
Parks – Programs/Picnics/Permits	5
Parks – Other	2
Parks/Recreation	15
Parks – Forestry	5
Parks- Recreation Programs	32
Police	109
Public Works / Fleet	1
Public Works / Street Sanitation	121
Public Works / Engineering	9
Tax Assessment Office	5
Utilities – Power	0
Utilities – Sewer	0
Utilities – Water	37
TOTAL	1968



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of December 30, 2016 through January 5, 2017. Please note: 311 hours were reduced on December 31, 2017 and January 2, 2017.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2257	1968
SERVICE REQUESTS	324	327
TOTAL CHATS	106	62
TOTAL TEXT	29	14

Top 5 Service Requests

Total

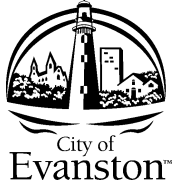
Most requested service requests (Source: PublicStuff - Open/Closed)

- | | |
|---|----|
| 1. Building Permit Inspection Request | 54 |
| 2. Trash Special Pick up | 31 |
| 3. Broken Parking Meter | 29 |
| 4. Abandoned Vehicle | 9 |
| 5. Trash – Garbage in Parks or Right of Way | 8 |

Please see the following page for the Weekly Telephone Wrap up Data

Telephone Wrap-up Data At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services –Parking	438
Administrative Services -Finance	54
Administrative Services -HR	17
Administrative Services - Other	76
City Clerk’s Office	54
City Manager’s Office	15
ComDev / Economic Development	10
ComDev/ Bldg Inspections	142
ComDev / Housing Rehab	2
ComDev / Planning/Zoning	9
General Assistance	11
Fire Life Safety	23
PublicStuff Request	359
Health	88
Information	446
Law	8
Library	4
Mayor’s Office	5
Other/311	215
Other – Social Services	2
Parks – Maintenance	2
Parks – Programs/Picnics/Permits	3
Parks – Other	7
Parks/Recreation	16
Parks – Forestry	19
Parks- Recreation Programs	31
Police	68
Public Works / Fleet	1
Public Works / Street Sanitation	65
Public Works / Engineering	13
Tax Assessment Office	1
Utilities – Power	0
Utilities – Sewer	0
Utilities – Water	53
TOTAL	2257



Memorandum

To: Wally Bobkiewicz, City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of January 2, 2017

Date: January 6, 2017

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 January 2, 2017

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
RFP 17-07 Howard Street Theater Architectural and Engineering Services	Public Works Agency	Public Works Agency is seeking proposals from experienced firms to perform architectural and engineering services for the adaptive reuse of an existing structure located at 721-723 Howard Street in Evanston, Illinois. The existing commercial structure at this location will be repurposed as a performance arts venue.	\$1,400,000	Jan 31	Mar 13

RFP 17-08 Chandler- Newberger Community Center HVAC and Electrical Improvements	Public Works Agency	Public Works Agency is seeking proposals from experienced firms to perform engineering services for planned HVAC and electrical improvements at the Chandler-Newberger Community Center, located at 1028 Central Street in Evanston.	\$475,000	Jan 31	Mar 13
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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
PWA	1/23/2017	CMAQ Applications Approval	B	APW	Stoneback	
CMO	1/23/2017	Change Order - Audit Services Agmt	B	APW	Lyons	
CMO	1/23/2017	USPS Lease Amendment	R	APW	Lyons	
Health	1/23/2017	Rodent Control Services - RFP	R	APW	Thomas-Smith	
PWA/Legal	1/23/2017	Water Sales	R	APW	Stoneback/Farrar	
CMO	1/23/2017	Amend Junk and Antique Dealer Code	O	APW	Bobkiewicz	
CD	1/23/2017	Amendment to International Mechanical Code – Decibel Level	O	APW	Muenzer	
CD	1/23/2017	1725 Sherman Ave - Special Use - Insomnia Cookies	O	PD	Muenzer	
CD	1/23/2017	1806-1806 1/2 Church - Special Use - Staley Martial Arts	O	PD	Muenzer	
CD	2/13/2017	Complete Streets Policy Revision	B	APW	Muenzer	
CD	2/13/2017	Comm Partners for Affordable Housing - Waitlists for IHO	B	PD	Muenzer	
CD	2/13/2017	600 Main St - Special Use - Micro Distillery	O	PD	Muenzer	
Council & Committee Meetings						
1/9/2017	6:00 PM	Administration & Public Works, Planning & Development, City Council				
1/10/2017	7:00 PM	Housing, Homelessness and Human Relations Commission				
1/17/2017	7:00 PM	City Council				
1/18/2017	6:30 PM	M/W/EBE Development Committee				
1/19/2017	6:00 PM	Harley Clarke Planning Committee				
1/23/2017	6:00 PM	Administration & Public Works, Planning & Development, City Council				
1/24/2017	7:00 PM	Housing & Community Dev. Act Committee				
1/25/2017	6:00 PM	Transportation/Parking Committee				
1/25/2017	7:00 PM	Economic Development Committee				
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	
CD		Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
CMO		Fines for bikes on sidewalks	O	APW	Bobkiewicz	

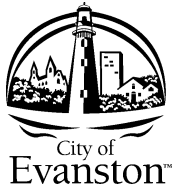
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Utilities		Computerized Maintenance Management System	B	APW	Stoneback	
CMO		D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv		Amendment to PEHP Resolution	R	APW	Lyons	
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
CMO		Animal Welfare Board	O	R	Bobkiewicz	(for 2017)



Memorandum

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

From: Ashley King, Finance Division Manager

Subject: November 2016 Monthly Financial Report

Date: December 29, 2016

Please find attached the unaudited financial statements as of November 30, 2016. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

Fund	Fund Description	YTD Revenues	YTD Expenses	YTD Net	Fund Balance	Cash Balance
100	GENERAL FUND	101,039,141	98,048,007	2,991,135	13,695,971	6,849,781
176	HEALTH AND HUMAN SERVICES	811,061	657,381	153,680	153,680	189,086
175	GENERAL ASSISTANCE FUND	872,992	718,712	154,279	667,518	669,261
180	GOOD NEIGHBOR FUND	1,000,000	916,667	83,333	83,333	1,083,333
185	LIBRARY FUND	6,742,940	5,885,071	857,869	1,011,740	1,527,451
195	NEIGHBORHOOD STABILIZATION FUND	61,621	79,877	(18,256)	(18,256)	143,958
200	MOTOR FUEL TAX FUND	1,725,317	2,163,117	(437,800)	1,392,593	1,250,231
205	EMERGENCY TELEPHONE (E911) FUND	810,804	1,234,170	(423,366)	128,352	(46,363)
210	SPECIAL SERVICE AREA (SSA) #4	321,268	242,250	79,018	(111,526)	(111,526)
215	CDBG FUND	928,465	1,111,146	(182,681)	(122,799)	(122,798)
220	CDBG LOAN	183,476	139,267	44,209	202,574	256,098
225	ECONOMIC DEVELOPMENT FUND	2,503,562	1,999,282	504,280	3,060,262	2,725,575
235	NEIGHBORHOOD IMPROVEMENT	0	0	0	169,915	169,915
240	HOME FUND	245,387	269,793	(24,406)	(19,636)	(19,636)
250	AFFORDABLE HOUSING FUND	297,275	162,310	134,965	1,128,845	1,092,125
186	LIBRARY DEBT SERVICE FUND	1,040,978	748,913	292,065	328,729	178,276
300	WASHINGTON NATIONAL TIF FUND	4,732,351	3,804,256	928,095	7,370,525	7,449,444
305	SPECIAL SERVICE AREA (SSA) #5	287,860	428,186	(140,326)	385,103	385,103
310	HOWARD-HARTREY TIF	1,235,733	1,293,965	(58,233)	1,222,882	1,283,954
330	HOWARD-RIDGE TIF FUND	809,741	672,550	137,191	108,570	110,839
335	WEST EVANSTON TIF FUND	11,794	34,732	(22,937)	419,326	427,648
345	CHICAGO-MAIN TIF	580,000	1,175,103	(595,103)	(283,033)	(283,033)
320	DEBT SERVICE FUND	21,124,873	23,244,866	(2,119,994)	476,122	490,918
350	SSA #6			0	222,788	222,788
415	CAPITAL IMPROVEMENTS FUND	13,871,045	7,088,663	6,782,381	12,299,422	13,024,279
420	SPECIAL ASSESSMENT FUND	661,679	338,982	322,697	3,005,478	3,001,941
505	PARKING SYSTEM FUND	9,451,378	11,929,114	(2,477,736)	8,300,138	7,845,655
510	WATER FUND	30,211,147	27,848,841	2,362,306	18,680,865	7,065,369
515	SEWER FUND	12,785,965	11,379,908	1,406,057	5,418,865	3,234,818
520	SOLID WASTE FUND	4,631,775	4,438,417	193,358	(1,035,199)	(1,660,213)
600	FLEET SERVICES FUND	3,117,940	2,636,850	481,090	846,550	172,428
601	EQUIPMENT REPLACEMENT FUND	1,368,679	865,827	502,852	1,780,541	1,385,470
605	INSURANCE FUND	14,986,533	15,786,610	(800,077)	(1,164,573)	1,621,377
		238,452,779	227,342,833	11,109,946	79,805,666	61,613,552

NOTE: Negative Cash Balances (as seen above in the E911, SSA4, CDBG, HOME, Chicago-Main TIF, and Solid Waste Fund) reflect internal account balances and not external bank balances, due to transaction timing at month end. Also note that monthly fund balance is calculated as ending 2015 audited fund balance + YTD Net without other balance sheet adjustments.

Included above are the ending balances as of November 30, 2016 for both unreserved fund and cash balances. Of these two amounts, cash balance is the more meaningful metric since this represents liquid cash and/or invested assets which can be used (or easily sold) to support and fund current operations. While ending fund balance is also an important measurement of the City's financial health, it usually includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses.

As of November 30, 2016, the General Fund is reporting a net surplus of \$2,991,135. The attached supplemental charts show the General Fund Revenues at 90.1% of budget and expenses lower at 87.7%. The November target is 91.67%. General Fund revenues include the \$2.9 million permit from Northwestern as well as pension property taxes. General Fund Expenses include the pension payments being paid as of October. The net surplus is anticipated to be mitigated by the 3 ½ payrolls in December.

Through November 30, 2016, the SSA #4 Fund is showing a negative cash balance of \$111,526 due to the timing of payments to the Downtown Evanston group.

Through November 30, 2016, the Economic Development Fund is showing a fund balance of \$3,060,262 and a cash balance of \$2,725,575.

Through November 30, 2016, the Chicago-Main TIF Fund is showing a negative fund and cash balance. This will be remedied with a draw from the Letter of Credit through First Bank & Trust that occurred in early December.

Special Service Area #5 received 2016 property taxes in error for the first installment. This is due to the first property tax installment always being 55% of the previous year's tax amount. This money was refunded to the County in December.

Through November 30, 2016, the enterprise funds (Parking, Water, and Sewer) have balances above average.

Through November 30, 2016, the Solid Waste Fund has a negative fund balance of \$1,035,199 and a negative cash balance of \$1,660,213.

Through November 30, 2016, the Insurance Fund is showing a negative fund balance of \$1,164,573 with a cash balance of \$1,621,377.

If there are any questions on the attached report, please contact me by phone at (847) 859-7884 or by email: aking@cityofevanston.org. Detailed fund summary reports can be found at: <http://www.cityofevanston.org/city-budget/financial-reports/>.

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Martin Lyons, Treasurer of the City of Evanston, hereby affirm that I have reviewed the November 30, 2016 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Martin Lyons, Treasurer



November Financial Report

Through 11/30/16
Summary Listing

Fund 100 - GENERAL FUND

	2016 Budget	November Actual	YTD Actual	% of Budget	2015 Actual
Property Taxes	27,417,407	125,199	27,146,231	99.0%	25,915,970
Other Taxes	45,986,550	5,623,145	39,500,390	85.9%	44,978,985
License	5,329,777	632,912	3,189,335	59.8%	5,324,137
Permit	9,276,550	370,418	10,689,959	115.2%	6,704,846
Fee	125,700	882	48,079	38.2%	155,619
Fines and Forfeitures	4,609,825	286,316	3,134,215	68.0%	3,548,230
Parking Charges for Services	640,000	53,334	593,362	92.7%	640,000
Parks and Recreation Charges for Services	5,374,751	291,637	5,366,917	99.9%	5,406,379
Other Charges for Services	2,433,216	298,523	2,402,514	98.7%	2,239,528
Interfund Transfers	8,842,365	646,242	7,309,945	82.7%	7,774,256
Intergovernmental Revenue	765,727	71,339	618,478	80.8%	670,245
Other Revenue	1,286,843	274,286	1,013,182	78.7%	956,932
Interest Income	50,000	4,234	26,535	53.1%	6,572
REVENUE TOTAL	112,138,711	8,678,465	101,039,141	90.1%	104,321,698
CITY COUNCIL	424,958	35,668	375,623	88.4%	419,962
CITY CLERK	263,203	21,391	256,825	97.6%	283,764
CITY MANAGER'S OFFICE	6,989,746	394,532	5,322,735	76.2%	1,814,469
LAW	1,130,000	84,546	915,719	81.0%	1,051,325
ADMINISTRATIVE SERVICES	9,634,173	825,666	7,856,707	81.6%	9,763,951
COMMUNITY DEVELOPMENT	2,782,897	191,615	2,177,564	78.2%	2,425,618
POLICE	37,696,278	2,437,896	34,124,512	90.5%	37,239,961
FIRE MGMT & SUPPORT	22,601,742	1,215,521	21,146,417	93.6%	21,331,507
HEALTH	3,610,779	242,963	2,746,554	76.1%	3,212,848
PARKS, REC. AND COMMUNITY SERV.	11,845,590	796,494	10,484,005	88.5%	11,180,116
PUBLIC WORKS AGENCY	14,861,248	1,469,018	12,640,802	85.1%	18,148,755
EXPENSE TOTAL	111,840,614	7,715,310	98,047,461	87.7%	106,872,275
Fund 100 - GENERAL FUND Totals					
REVENUE TOTALS	112,138,711	8,678,465	101,039,141	90%	104,321,698
EXPENSE TOTALS	111,840,614	7,715,310	98,048,007	88%	106,872,275
Fund 100 - GENERAL FUND Net Gain	298,097	963,155	2,991,135	1,003%	(2,550,577)



November Financial Report

Through 11/30/16
Summary Listing

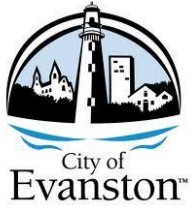
Fund 505 - PARKING SYSTEM FUND	2016 Budget	November Actual	YTD Actual	% of Budget	2015 Actual
Permit	0	50	3,200		150
Parking Charges for Services	6,379,675	473,527	5,695,893	89.3%	6,010,558
Parks and Recreation Charges for Services	65,000	0	168,500	259.2%	-
Interfund Transfers	3,711,770	309,314	3,402,454	91.7%	2,925,296
Intergovernmental Revenue	12,125	0	0	0.0%	-
Other Revenue	119,216	1,521	153,040	128.4%	153,545
Interest Income	35,070	3,273	28,291	80.7%	18,260
REVENUE TOTAL	10,322,856	787,685	9,451,378	91.6%	9,107,809
Employee Pay	23,000	4,432	22,268	96.8%	29,187
Benefits	1,160,688	181,917	1,047,071	90.2%	966,953
Pensions	113,349	8,185	90,944	80.2%	(33,034)
Services	3,022,411	194,844	2,598,656	86.0%	2,616,554
Supplies	278,864	23,488	216,302	77.6%	243,068
Capital Outlay	3,474,000	733,228	2,151,124	61.9%	128,726
Insurance and Other Chargebacks	188,252	17,001	164,667	87.5%	158,538
Depreciation Expense	2,873,395	0	0	0.0%	2,846,227
Contingencies	11,000	388	4,790	43.5%	6,951
Debt Service	3,917,652	3,707,103	3,907,082	99.7%	503,423
Miscellaneous	252,000	24,049	238,064	94.5%	23,687
Interfund Transfers	1,623,431	135,286	1,488,146	91.7%	1,242,741
EXPENSE TOTAL	16,938,042	5,029,921	11,929,114	70.4%	8,733,020
Fund 505 - PARKING SYSTEM FUND					
REVENUE TOTALS	10,322,856	787,685	9,451,378	92%	9,107,809
EXPENSE TOTALS	16,938,042	5,029,921	11,929,114	70%	8,733,020
Fund 505 - PARKING SYSTEM FUND	(6,615,186)	(4,242,236)	(2,477,736)	37%	374,789



November Financial Report

Through 11/30/16
Summary Listing

Fund 510 - WATER FUND	2016 Budget	November Actual	YTD Actual	% of Budget	2015 Actual
Fee	70,000	5,230	86,585	123.7%	105,483
Water Charges for Services	15,133,000	1,361,339	17,261,996	114.1%	15,141,770
Sewer Charges for Services	39,000	9,475	47,627	122.1%	40,911
Other Charges for Services	126,000	-	134,470	106.7%	125,545
Interfund Transfers	-	-	8,447,244		2,354,582
Other Revenue	22,348,400	265,193	4,218,625	18.9%	350,065
Interest Income	1,600	1,756	14,717	919.8%	3,448
REVENUE TOTAL	37,718,000	1,642,993	30,211,263	80.1%	18,121,804
Employee Pay	210,465	14,768	162,649	77.3%	157,679
Benefits	3,888,603	298,517	3,397,857	87.4%	3,884,943
Pensions	360,355	30,093	339,884	94.3%	(114,870)
Services	4,763,760	104,985	1,658,516	34.8%	1,250,874
Supplies	1,392,190	152,429	809,709	58.2%	1,048,119
Capital Outlay	24,776,106	129,526	7,304,615	29.5%	105
Insurance and Other Chargebacks	645,703	52,184	576,278	89.2%	663,015
Depreciation Expense	-	-	-		2,096,633
Contingencies	1,000	-	658	65.8%	933
Debt Service	1,053,288	1,093,704	1,500,974	142.5%	432,628
Miscellaneous	62,980	-	10,543	16.7%	(286,678)
Interfund Transfers	3,970,805	330,901	12,087,159	304.4%	4,161,059
EXPENSE TOTAL	41,125,255	2,207,108	27,848,841	67.7%	13,294,439
Fund 510 - WATER FUND Totals					
REVENUE TOTALS	37,718,000	1,642,993	30,211,263		18,121,804
EXPENSE TOTALS	41,125,255	2,207,108	27,848,841		13,294,439
Fund 510 - WATER FUND Net Gain (Loss)	(3,407,255)	(564,115)	2,362,422		4,827,365



November Financial Report

Through 11/30/16
Summary Listing

Fund 515 - SEWER FUND	2016 Budget	November Actual	YTD Actual	% of Budget	2015 Actual
Sewer Charges for Services	12,869,000	817,762	12,204,034	94.8%	12,491,290
Other Charges for Services	19,650	22	21,600	109.9%	19,650
Other Revenue	984,165	-	554,863	56.4%	2,962
Interest Income	1,000	721	4,058	405.8%	2,706
REVENUE TOTAL	13,873,815	818,504	12,784,555	92.1%	12,516,607
Employee Pay	57,040	4,657	34,023	59.6%	60,837
Benefits	881,327	63,497	750,677	85.2%	858,361
Pensions	86,092	6,572	73,736	85.6%	(27,099)
Services	903,500	635	253,894	28.1%	90,109
Supplies	92,300	2,437	33,480	36.3%	18,817
Capital Outlay	3,048,314	-	723,144	23.7%	13,609
Insurance and Other Chargebacks	144,451	12,598	128,111	88.7%	142,473
Depreciation Expense	-	-	-		3,443,723
Debt Service	9,222,913	1,476,884	8,420,970	91.3%	1,550,407
Miscellaneous	1,500	-	5,000	333.3%	3,306
Interfund Transfers	1,043,864	86,988	956,873	91.7%	1,005,223
EXPENSE TOTAL	15,481,301	1,654,268	11,379,908	73.5%	7,159,766
Fund 515 - SEWER FUND Totals					
REVENUE TOTALS	13,873,815	818,504	12,784,555	92%	12,516,607
EXPENSE TOTALS	15,481,301	1,654,268	11,379,908	74%	7,159,766
Fund 515 - SEWER FUND Net Gain (Loss)	(1,607,486)	(835,764)	1,404,647	(87%)	5,356,842



November Financial Report

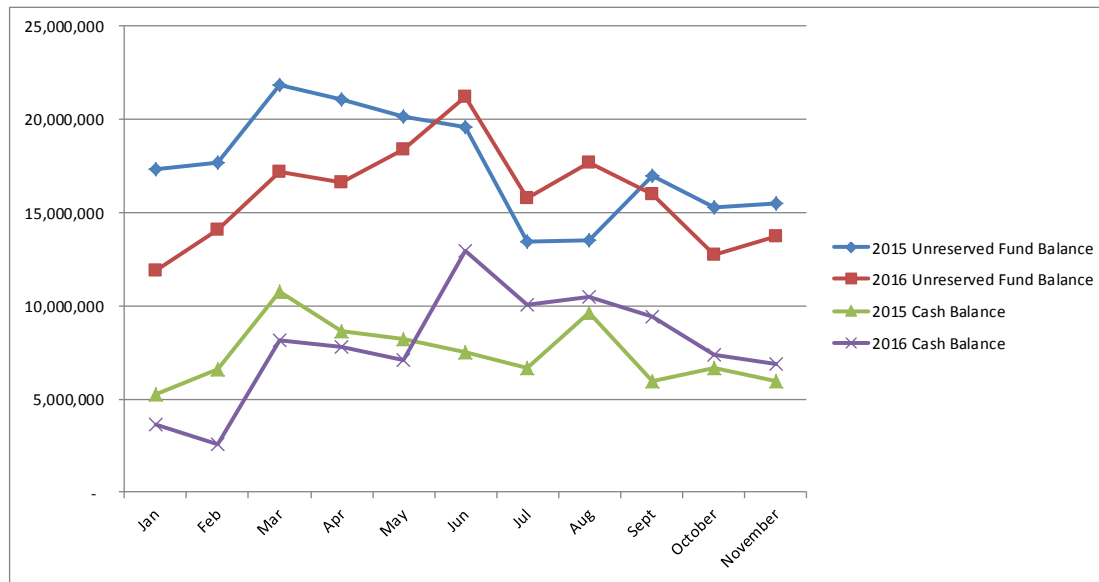
Through 11/30/16

Summary Listing

Fund 520 - SOLID WASTE FUND	2016 Budget	November Actual	YTD Actual	% of Budget	2015 Actual
License	275,000	-	125,404	45.6%	213,490
Other Charges for Services	3,632,394	285,023	3,264,181	89.9%	3,561,584
Interfund Transfers	1,055,967	87,997	967,970	91.7%	1,055,967
Other Revenue	238,000	181,918	273,667	115.0%	228,469
REVENUE TOTAL	5,201,361	554,938	4,631,222	89.0%	5,059,510
Employee Pay	25,000	2,346	35,463	141.9%	41,358
Benefits	649,690	44,937	545,843	84.0%	574,692
Pensions	63,718	4,540	55,508	87.1%	(15,981)
Services	3,679,126	439,572	3,128,641	85.0%	3,644,097
Supplies	53,050	2,788	52,228	98.5%	73,788
Capital Outlay	25,750	2,650	5,314	20.6%	24,738
Insurance and Other Chargebacks	129,690	11,805	125,087	96.5%	249,232
Debt Service	-	19,089	20,233		68,419
Miscellaneous	15,000	-	12,232	81.5%	-
Interfund Transfers	499,493	41,624	457,869	91.7%	490,106
EXPENSE TOTAL	5,140,517	569,352	4,438,417	86.3%	5,150,448
Fund 520 - SOLID WASTE FUND Totals					
REVENUE TOTALS	5,201,361	554,938	4,631,222	89%	5,059,510
EXPENSE TOTALS	5,140,517	569,352	4,438,417	86%	5,150,448
Fund 520 - SOLID WASTE FUND Net	60,844	(14,413)	192,805	317%	(90,938)

2015 v 2016 Fund and Cash Balance-- General Fund

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	October	November
2015 Unreserved Fund Balance	17,350,271	17,704,926	21,823,492	21,070,998	20,159,923	19,573,881	13,460,405	13,534,424	16,970,318	15,290,720	15,494,566
2016 Unreserved Fund Balance	11,859,782	14,097,256	17,193,730	16,597,583	18,375,173	21,225,995	15,790,000	17,674,579	15,983,833	12,732,816	13,695,971
2015 Cash Balance	5,232,590	6,567,371	10,786,783	8,666,475	8,237,917	7,501,885	6,692,927	9,614,255	5,925,461	6,629,607	5,932,660
2016 Cash Balance	3,656,830	2,587,845	8,182,090	7,808,208	7,101,333	12,919,440	10,046,315	10,473,240	9,442,294	7,391,338	6,849,781





Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Leonard, Economic Development Division Manager

Subject: Monthly Economic Development Report for January 2017

Date: January 4, 2017

Discussion

Enclosed is the monthly report of economic development activities for the month of January 2017. The report summarizes meetings, ongoing initiatives, new businesses, marketing activities, as well as activity reports on key economic development projects and sites.

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

Central Street			
No.	Project	Address	Status
1	Central Street Business Association	n/a	Hosted its annual open house on December 4
2	Homotech building	1925-31 Central St	Building for sale; business stay with long-term lease
3	Lush Wines & Spirits	2022 Central Street	DAPR Materials were submitted. Waiting on MWRD permits.
Howard Street			
No.	Project	Address	Status
1	Howard Street Business Association	N/A	Targeting mid- to late-January for next HSBA meeting. Invoices for 2016 merchant grant have been submitted.
2	Autobarn	2201 Autobarn Drive	Opened.
3	City Owned Property Howard Theatre Properties	717, 721-723 Howard Street	MOU was approved by council. RFP for architectural services scheduled to be released on 1/6/17.
4	City Owned Property 727-729 Howard Street	727-729 Howard Street	Due diligence ongoing for interested party (Maureen Broom / Jazz concept).
5	City Owned Property - Police Outpost	633 Howard Street	Working to identify a user for 633. Established Evanston restaurateur is working on a proposal.
6	North Shore Cider	705 Howard	Buildout wrapping up; owner is targeting an opening date early in the first quarter of 2017.
7	Autobarn Tech Center	Hartrey	Finalizing sales tax sharing agreement to start payments and awaiting grand opening / ribbon cutting date.
Downtown			
No.	Project	Address	Status
1	Downtown Performing Arts Center	N/A	Developer continues to pursue property acquisition
2	Sherman Plaza Retail	1620 Sherman Avenue	Economic Development and Downtown Evanston staff are working with the property manager to identify tenants for former Office Depot, Pier 1 and 800 Degrees Pizza spaces.
3	City owned parking lot ("library parking lot")	1714-20 Chicago Avenue	Developer returning to 1st Ward meeting in mid January
4	Church Street Plaza	1705 Maple	Cycle Bar opened. Actively marketing vacant Red Robin and Buffalo Wild Wings space.

Main Dempster Mile			
No.	Project	Address	Status
1	Main Dempster Mile		Board meets on the first Monday of every month with subcommittees meeting in between. Sidewalk sale complete. . Annual Meeting in November. Wine Walk October.
2	Main/Chicago TIF Committee		Identification of infrastructure improvements to the Main/Chicago area.). Coordination with Main/Chicago TIF Committee and SSA Steering Committee.
3	FEW Spirits	609 South Boulevard	Interior remodeling for warehousing/wholesaling.
CEBA-Central Evanston Business Association			
No.	Project	Address	Status
1	Central Evanston Business Association (Church & Dodge Group)	N/A	Staff working with CEBA to schedule next meeting.
2	Church & Darrow Lots	1805 Church	Meeting with developer to discuss mixed income housing opportunities
3	Gibbs Morrison Cultural Center	1823 Church Street	First Slice Café Open. City Parks & Recreation is actively seeking a recording studio operator tenant.
4	1911 Church	1911 Church	YOU HQ under construction and ready for occupancy in January 2017.
Noyes-Foster Street			
No.	Project	Address	Status
1	Noyes Merchant District	N/A	Staff is working with merchants to determine needs and interest in the area.
2	Former Noyes Street Café	824-28 Noyes St.	Residential redevelopment is planned, and staff will work with owner to identify tenants for the space.
West End / Southwest			
No.	Project	Address	Status
1	Recycling Center - 2222 Oakton Street	2222 Oakton Street	Smylie Brothers is planning to open a production facility and event space at this location. A lease was approved by City Council on 12/12/2016.
2	SOLID Development Corp	Cleveland	New business relocated from Chicago. Small manufacturing, engineering, maker, 3D printer.

3	WestEnd Business Association		Staff is working with group to create monthly newsletters and provide other support as needed.
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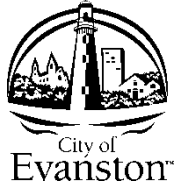
Loan Status	Borrower		Date Loan Funded	Original Loan Amount	Monthly Payment	Total Amount Paid			Balance in Arrears	Remaining Balance to be Paid [1]	Date Loan Terminates
	Name	Address				Principal	Interest	Total			
OPEN	Ward Eight	629 Howard St.	3.15.12	\$ 130,000.00	\$ 1,316.19	\$ 45,922.87	\$ 17,304.25	\$ 63,227.12	\$ -	\$ 84,077.13	12.1.22
OPEN	Contractor's Cooperative	1817 Church	8.14.12	\$ 200,000.00	\$ 1,028.26	\$ 9,600.87	\$ 14,049.11	\$ 23,649.98	\$ -	\$ 190,399.13	1.5.20
OPEN	Peckish Pig (Building)	623 Howard St.	3.18.13	\$ 675,000.00	\$ 7,500.00	\$ 173,000.00	\$ -	\$ 173,000.00	\$ -	\$ 502,000.00	NA
OPEN	Little Beans	430 Asbury Ave.	2.1.14	\$ 75,000.00	\$ 832.65	\$ 7,603.51	\$ 5,718.89	\$ 13,322.40	\$ -	\$ 67,396.49	1.31.25

Last Update 1/4/2017

Project Name	Status	Meeting Dates		Funding	Summary of Project	Latest Update	Completion Date	Staff
		ED Committee	City Council					
Sunshine Enterprises Funding	Active - Pending City Council Approval	4/25/2016	5/9/2016	\$ 50,000.00	Funding for entrepreneurship program	EDC approved 4/25; Pending City Council approval 5/9	3Q2016	PZ
Great Merchant Grant - West Village	Active - City Council Approval	3/23/2016		\$ 7,200.00	Marketing support and planters		4Q2016	CP
Boltwood	Active - City Council Approval	1/27/2016	2/8/2016		Storefront modernization grant - signage	EDC approved 1/27; Council approval 2/8 project complete, invoices submitted	2Q2016	CP
2200 Green Bay Rd	Active - City Council Approval	12/2/2015	12/14/2015	\$ 10,000.00	Storefront modernization grant for complete rehab of street-facing façade	EDC approved 12/2; Council Approved 12/14	2Q2016	cp
Dance Center Evanston	Active - City Council Approval	12/2/2015	12/14/2015	\$50,000	Storefront modernization grant for buildout of convertible classroom/performance space	EDC approved 12/2; Council Approved 12/14 theater buildout nearing completion; awaiting invoices for reimbursement	2Q2016	CP
1800 Church St.	Active - City Council Approval	12/2/2015	12/14/2015	\$50,000	Storefront Modernization grant for rehabbing 4-unit commercial space	EDC approved 12/2; Council Approved 12/14	2Q2016	CP
Memorandum of Understanding with Strawdog Theatre	Active- Pending City Council Approval	10/28/2015	11/9/2015	\$ -	Memorandum of Understanding that will guide continued discussion of bringing performin arts/Strawdog Theatre to Evanston's Howard Street	EDC approved 10/28/2015;	2Q2016	
Storefront Modernization for Dave's Rock Shop	Active- City Council Approval	10/28/2015	11/9/2015	\$ 4,500.00	New Signage at Dave's Rock Shop at 711 Main Street	EDC Approved 10/28/15; Project Complete, invoices submitted, check issued.	1Q2016	CP
2222 Oakton Street	Active- City Council Approval	7/7/2015	7/13/2015	\$ -	Lease was approved by City Council on 12/12/2016	EDC Approved 7/7/2015, City Council Approved 7/13	3Q2016	JL
Accuity	Active- City Council Approval	5/27/2015	6/8/2015	\$210,000	Five year parking agreement, 70 spaces Maple Ave G	EDC approved 5/27, City Council 6.8	3Q 2016	PZ
Curt's Café (2922 Central St.)	Active - City Council Approval	4/22/2015	5/26/2015	\$42,000	Individual stipends for students that successfully comp	City Council approved 5/26	1Q 2016	PZ
Central Street Streetscape Improvements	Active- City Council Approval	4/22/2015	5/11/2015	\$25,000	Use of Economic Development Funds to assist in stre	City Council approved. Improvements set t	3Q 2015	
ZS Associates Retention Assistance	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/9/2015	TBD	Funding for relocation and ongoing assistance in form of potential hotel/motel tax sharing agreement.	City Council approved 2/9/2015.	1Q2017	PZ
Merchant Grant - Central Street	Active- Ready for EDC		1/27/2016	\$ 9,000.00	Banner Maintenance, Website Work, Plantings, Benches	City Council Approved 3/9. Working with Public Works to provide benches and coordinate projects with Streetscape Improvements	1Q2016	CA
Merchant Grant - West End	Active- Ready for EDC		1/27/2016	\$ 9,000.00	Planters/Plantings, business plan projects	City Council Approved 3/9. Working on entryway signage as part of business plan item	1Q2016	CA
Merchant Grant - West Village	Pending- Awaiting Neccesary Doucments		TBD	\$ 9,000.00	Plantings, Website and Marketing	City Council Approved 3/9. Work continues on website and promotion of district events is underway	1Q2016	CA
Merchant Grant - Chicago/Dempster	Active- City Council Approval		3/9/2015	\$ 9,000.00	Planters/Plantings, Bike Racks, Small Business Saturday Promotion, Wine Walk, Open House Event	City Council Approved 3/9.	1Q2016	
Merchant Grant - Main Street	Active- City Council Approval		3/9/2015	\$ 9,000.00	Approved to use 2014 funds to complete welcome packet printing and bike rack installation. No new funding provided	City Council Approved 3/9.	1Q2016	
Merchant Grant - Central Evanston (CEBA)	Pending- Awaiting Neccesary Doucments		TBD	\$ 9,000.00	Branding/Logo, Banners, Plantings	City Council Approved 3/9. Worked with Public works to determine planter locations	1Q2016	CA
Merchant Grant - Hill Arts	Active - Ready for EDC		1/27/2016	\$ 9,000.00	Dr. Hill Sculpture and Memorial Garden Maintenance, Plantings, Website/Blog Development	City Council Approved 3/9. Reimbursed \$1500 for plantings.	1Q2016	CA
Merchant Grant - Howard Street	Active - Ready for EDC		1/27/2016	\$ 1,754.00	Plantings, Replacement of tree lights to LED lights	City Council Approved 3/9.	1Q2016	CA

Merchant Grant - Noyes Street	Pending- Awaiting Neccessary Doucments		TBD	\$ 9,000.00	Branding/Marketing, Banners, Plantings	City Council Approved 3/9. Working to get plantings in place by late July/ early August	1Q2016	CA
Lucky Platter Façade (514 Main Street)	Closed -- Project Complete	1/28/2015	2/9/2015	TBD	Improvement of façade at 514 Main Street	Work on the Façade is complete.	1Q2015	MJ
Evanston Plaza Funding	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/23/2015	TBD	Funding for interior and exterior rehabilitation of grocery store space at Evanston Plaza	City Council consideration scheduled for 2/23/2015.	3Q2015	PZ
Chicago + Main (835 Chicago Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$ 2,900,000.00	Funding for TIF eligible expenses to reduce financial gap for office component of mixed-use building.	Groundbreaking in February 2015.	4Q2016	JN
Little Beans (430 Asbury Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$30,000 (façade); \$95,000 (loan)	Financial assistance for play café space in former Osco-Drug building. Assistance will fund fixtures and interior build-out of space. Also approved for façade improvement project.	Working to complete; opening early February	1Q2015	Jn
Campus Gear (1720 Sherman Ave.)	Active -- City Council Approved	7/9/2014	8/11/2014	\$ 10,000.00	Façade improvement project to install new signage and place new façade on new store space.	Extension requested into summer 2015. Looking to revise	1Q2015	MJ
Davis Transportation Loan	Closed -- Loan Funded	7/9/2014	8/11/2014	\$ 140,000.00	Loan for working capital and equipment for bus company.	Staff finalized agreements; First payment due in 2015.	4Q2014	PZ
Homestead Meats	Closed -- Project Complete	5/28/2014	8/9/2014	\$ 935.00	Façade Improvement	Funding awarded and project complete	2Q2014	JN
Fitness Avenues (1910 Main Street)	Closed -- Project Complete	7/9/2014	7/28/2014	\$ 1,980.00	Façade improvement	Project Complete; Ribbon-cutting held 8/6/14	3Q2014	MJ
La Principal - 700 Main Street	Active- City Council Approval	7/7/2015	7/13/2015	\$17,888	Façade improvement project to install signage, windows, lighting, paint, and awning	EDC Approved 7/7/2015, City Council Approved 7/13. Project completed, reimbursement issued.	4Q2015	CP
FEW Spirits (918 Chicago Ave.)	Closed -- Loan Funded	10/23/2013	6/23/2014	\$ 250,000.00	Loan for purchase of new equipment for additional bottling line for distillery and working capital.	Loan is funded	2Q2014	JN
Autobarn (222 Hartrey Avenue)	Active -- City Council Approved	8/7/2013	5/28/2014	\$ 2,500,000.00	TIF assistance for build-out at 222 Hartrey, 7B support to Cook County Assessor, and extension of Sales Tax Sharing Agreement.	Under construction; construction draws currently occurring	4Q2015	JN
Just Turkey Façade	Closed -- Project Complete	2/19/2014	3/10/2014	\$ 2,090.00	Façade improvement funds for signage at 2430 Main Street for new business.	Now Open 1Q2014	1Q2014	MJ
Curt's Café (2922 Central St.	Active -- City Council Approved	9/25/2013	10/14/2013	\$ 21,000.00	Reimbursement for up to seven Evanston resident participants who are placed in jobs.	Curt's café continues training program	4Q2014	PZ
Next Chapter (1703 Orrington Ave)	Closed -- Project Complete	9/25/2013	10/14/2013	\$ 9,900.00	Support of Entrepreneurship education program at EPL.	Next Chapter is open and offering classes	1Q2014	PZ
Now We're Cookin' (1601 Payne St.)	Active -- Project in Process	8/7/2013	9/9/2013	\$ 60,933.00	Seeking funding support for entrepreneurial training for early stage food businesses.	Funding received; status reports provided regularly	3Q2015	PZ
Music Institute of Chicago (1702 Sherman Ave.)	Closed -- Project Complete	4/24/2013	5/13/2013	\$ 165,000.00	Sought funds to support build-out of black-box theatre and other extraordinary construction expenses..	Project Complete; Ribbon-cutting held 10/23/2014	3Q2013	JN
Peckish Pig (623 Howard St.)	Closed -- Project Complete	2/27/2013	3/18/2013	\$ 200,000.00	Build-out funds for City-owned property in support of creation of restaurant at 623 Howard Street.	Peckish opened 3/13/14	1Q2014	JN
Beacon Academy	Closed -- No City Assistance Necessary	8/28/2013	NA	\$ 250,000.00	Seeking build-out assistance for interior space of school.	Determined Project did not need City funding	NA	PZ
Margarita Inn (1566 Oak Ave.)	Closed -- No City Assistance Necessary	2/27/2013	NA	\$ 230,000.00	Support following major rehabilitation of the hotel to offset costs in the form of a hotel tax sharing agreement of new incremental.	Margarita Inn was able to secure bank loan without need of City tax sharing agreement.	NA	JN
Dempster/Chicago/Main Special Service Area	Active -- Project in Process	4/29/2014	NA	TBD	Chicago/Dempster and Main/Chicago merchants came to EDC seeking funding for larger special service area.	Public meetings are scheduled for 1Q2015	4Q2015	JN
Manufacturing Day	Active - Project in Process	1/4/2017		N/A	Initiative aims to create an event/series of events that showcases products made in Evanston, that teaches young people about craeers in manufacturing, and shows appreciation for Edvanston manufacturers.	Staff is working with manufactureres to release promotional videos leading to Manufacturinf Day in October.		PM

Le Tour de Noir	Active - Project in Process	12/23/2016	NA	N/A	Initiative aims to provide support to the Black Business Consortium of Evanston/North Shore to plan and execute the second annual Tour de Noir and a business expo.	Communication is ongoing and planning is active.		PM
Latino Business Engagement Initiative	Active - Project in Process	1/4/2017		N/A	This initiative to identify Latinx Owned Businesses (LOBs) to learn more about the needs of this group and understand how to better engage them, while at the same time maximizing their business potential.	Next meeting is on January 13th.		PM
Relocation of Police Outpost	Active -- Project in Process	4/29/2014	NA	TBD	Staff is actively working to identify opportunity for leasing of 633 Howard Street for retail/restaurant use.	Police Outpost is in process of relocation to 745 Howard Street.	2Q2015	JN



Memorandum

To: Honorable Mayor and Members of the City Council

From: Scott Mangum, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: January 5, 2017

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 smangum@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, December 29, 2016 - January 3, 2017

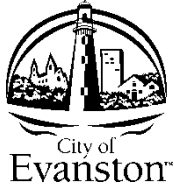
Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	818 Colfax Street	Building Permit	Two story 2-car detached garage at SFR	11/07/16	non-compliant, pending revisions
1	2014 Orrington Avenue	Zoning Analysis	Construct 3rd story, new façade, addition for elevator (Lubavitch Chabad of Evanston)	12/06/16	non-compliant, pending revisions
2	2323 Greenleaf Street	Building Permit	Construct detached garage and concrete parking pad and sidewalk at SFR	09/28/16	pending minor variation determination
3	112 South Boulevard	Building Permit	1st and 2nd floor additions to SFR	12/08/16	pending minor variation determination
3	600 Sheridan Road, Unit 1W	Building Permit	Convert wood burning fireplace to ventless gas burning fireplace	12/15/16	pending revisions
4	1029 Davis Street	Building Permit	Interior build out, combining two commercial tenant spaces into one (Title Boxing Club)	12/13/16	pending additional information from the applicant
5	2122 Darrow Avenue	Zoning Analysis	Construct 6-unit multi-family building (revisions)	12/09/16	pending staff review
5	1748 Brown Avenue	Building Permit	New detached garage at SFR	11/29/16	non-compliant, pending revisions
5	2215 Wesley Avenue	Building Permit	Interior remodel and 2nd-story addition to SFR	01/03/17	pending staff review
6	2520 Isabella Street	Building Permit	Replace stone walk with concrete walk	10/18/16	pending additional information from the applicant
6	3615 Hillside Road	Building Permit	Addition to SFR	10/19/16	non-compliant, pending revisions
6	2109 Forestview Road	Building Permit	Remove rear deck, replace with paver patio	11/14/16	pending additional information from applicant
6	2645 Lincolnwood Drive	Building Permit	Addition to SFR	11/23/16	pending minor variation determination
6	2436 Prospect Avenue	Zoning Analysis	1-story addition to SFR	12/23/16	pending staff review
6	3006 Central Street	Building Permit	Interior and exterior alteration to multi-tenant office/retail building	12/01/16	pending final DAPR
6	2403 Hastings Avenue	Zoning Analysis	Demolish SFR, construct new SFR and detached garage	12/02/16	non-compliant, pending revisions from applicant
6	2536 Bennett Avenue	Zoning Analysis	Interior and exterior alteration to a SFR	12/29/16	pending additional information from applicant
7	2022 Central Street	Building Permit	Interior and exterior remodel (Lush Wine and Spirits)	04/15/16	pending final DAPR
7	712 Ingleside Place	Building Permit	New detached garage at SFR	09/20/16	pending minor variation determination
7	1410 Rosalie Street	Zoning Analysis	1-story addition and porch enclosure at SFR	10/13/16	pending additional info from applicant
7	1620 Jenks Street	Zoning Analysis	2nd story addition to SFR	11/11/16	pending additional info from applicant
7	2658 Sheridan Road	Zoning Analysis	Replace existing driveway, walks and patio, construct new circular driveway and curb cut onto Sheridan Road	12/06/16	pending additional info from applicant
7	2705 Ashland Avenue	Zoning Analysis	Renovate Welsh-Ryan Arena (NU)	12/22/16	pending additional information from applicant

8	120 Dodge Avenue	Building Permit	One-story sunroom and rec. room addition in front (Dobson Plaza)	08/17/16	pending special use and major variation applications
8	1126 Harvard Terrace	Building Permit	Enclose existing screened-in rear porch at SFR	10/11/16	pending major variation
8	163 Asbury Avenue	Building Permit	Interior remodel to SFR-attached dwelling	01/03/17	pending staff review
9	1327 Kirk Street	Building Permit	Construct attached garage in place of a shed at SFR	05/31/16	non-compliant, pending revisions minor variation partially approved/denied, pending revised plan from applicant
9	1125 Madison Street	Building Permit	Construct paver patios at SFR	09/22/16	pending revised plan from applicant
9	1328 Seward Street	Building Permit	New SFR-detached with garage	01/03/17	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	1725 Sherman Avenue	Special Use	Type 2 Restaurant, Insomnia Cookies	12/01/16	ZBA 01/10/17 & P&D 01/23/17
2	1806 Church Street	Special Use	Commercial Indoor Recreation - Staley Martial Arts	12/06/16	ZBA 01/10/17 & P&D 01/23/17
3	600 Main Street (Metra Main Street Station)	Special Use	Micro-Distillery (wine mixing)	11/29/16	DAPR 01/11/17, ZBA 1/24/17 & P&D 02/13/17
3	117 Kedzie	Minor Variation	Building lot and impervious lot coverage for a 2-story addition to rear of SFR	12/07/16	Determination after 12/23/16
3	112 South Boulevard	Minor Variation	Side yard setback for 2nd story addition	12/08/16	Pending additional information from the applicant
4	1565 Sherman Avenue	Special Use	Type 2 Restaurant, Sushi Burrito	11/11/16	P&D 01/09/17
6	2645 Lincolnwood Drive	Minor Variation	Building lot coverage for a 1-story addition	12/02/16	Determination after 12/23/16
7	712 Ingleside Place	Minor Variation	Building lot and impervious lot coverage for a 1-car detached garage	10/24/16	Pending additional information from the applicant
7	1718 Harrison	Minor Variation	Front yard setback for roofed front porch of SFR	12/15/16	Determination after 12/30/16
8	1126 Harvard Terrace	Major Variation	Street side yard setback for a 1-story addition to rear of SFR	11/21/16	ZBA 01/10/17



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: January 6, 2017

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

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

Inspector Weekly Update
Cases Received, January 6, 2017

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	All construction conditions are approved. No construction activity at this site at time of inspection. Developer has MWRD approval on drainage plan and is currently working on easement and HOA agreements with the residents.	1/3/2017
2	1613-27 Church Street (Church Street Village)	New 8 Unit Townhomes	Fences and sidewalks are in good condition. Sidewalks and streets are clean. Work on third floor framing is near completion.	1/3/2017
3	835 Chicago Avenue (9-story mixed-used)	Commercial/Residential	Building exterior work has been completed. All construction conditions comply. Occupancy has been issued for Fusion Academy on the second level. Developer is completing planned development conditions to obtain the Final Certificate of Occupancy.	1/3/2017
4	1571 Maple Avenue	Mixed Use Building	Steel framework and pre-cast concrete decking are in progress. Rough work for HVAC, plumbing and electrical continues on floors 1 through 6. Public walkway and the covered pedestrian walkway are clear. Catch baskets are clear. Construction fencing and dust control screening is in place and plumb. Project site is orderly.	1/4/2017
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	The glass guards on the stairway on all floors are installed. Exterior of the job is clean and in order. Catch basket is clean. Final inspections are being scheduled.	1/3/2017
5	1911 Church Street (Y.O.U. Building)	New Youth Center	Windscreen and silt fences are present and in good condition. The overhead protection on the south public sidewalk has been removed as exterior work is complete. All fences are in place and stand plumb. Final inspections are being scheduled.	1/5/2017
7	1620 Central Avenue	New 47 Unit Apartment Building	Interior work continues on all floors. The front yard and parkway are backfilled and rough graded. There were no obstructions in the public right of way at the time of inspection.	1/3/2017
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Job has been approved for TCO on all floors in all towers. The project management will be onsite for another 8 - 12 weeks with reduced work force to complete punch list items, program systems and complete remaining cosmetic aspects.	1/4/2017
7	2255 Campus (Ryan/Walter Athletic Center)	Lakeside Athletic Facility	Foundation form set-up continues on north and south ends of the project site. Steel posts and beam framework continues to move forward. Street cleaning is done on regular basis. Fencing is in place and stands plumb and the truck cleaning station is in place and functional.	1/3/2017

7	560 Lincoln (NU Residence Hall)	New Dormitory	Mechanical, electric and plumbing are completed through the 4th floor and gained inspection approval. HVAC hydronic heating and cooling piping is complete and approved. Masonry work is nearing completion. Windscreen, construction and silt fences are in good condition. Tire washing for trucks leaving the site is in effect. Catch baskets are clean. Site is well kept.	1/4/2017
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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
December 2016 Meetings/Activities	December 6, 2016
	<p>1565 Sherman Ave.: Special use permit for a Type 2 Restaurant, Sushi Burrito. Unanimous recommendation for approval with conditions. Scheduled for P&D January 9, 2017.</p> <p>581 Ingleside Pl.: Setback variations for residence and porch additions. Unanimously approved.</p> <p>2415 Lyons St.: Setback and Lot Coverage Variations for a residential addition to raise the existing roofline. Unanimous denial of the side yard setback for a roofed porch, unanimous approval of modified front porch setback, unanimous approval of remaining variations requested.</p>
	December 20, 2016
	Meeting canceled due to a lack of actionable agenda items.
January 2017 Meetings/Activities	January 10, 2017
	<p>1725 Sherman Ave.: Special use permit for a Type 2 Restaurant, Insomnia Cookies.</p> <p>1806 - 1806 ½ Church St.: Special use permit for a Commercial Indoor Recreation facility, Staley Martial Arts.</p> <p>1126 Harvard Terr.: Setback Variation for a residential addition in place of an existing enclosed porch.</p>
	January 24, 2017
	600 Main St.: Special use permit for a Micro-Distillery (wine-mixing).
PLANNING AND ZONING	Plan Commission
December 2016 Meetings/Activities	December 14, 2016
	<p>North Downtown Area Planning - The City proposes to amend the 2009 Downtown Plan to add five new subareas. The plan amendment is intended to help guide future development in the area north of downtown. Discussion started with comments from the public and commission regarding reasoning for the proposed amendment, implementation and a broader vision for the area. The Commission voted to continue discussion on this item to the January 2017 meeting.</p>
January 2017 Meetings/Activities	January 11, 2017
	<p>North Downtown Area Planning (continued from December 14, 2016) – Continued discussion on the proposed amendment to the Downtown Plan and presentation of minor revisions. The City proposes to amend the 2009 Downtown Plan to add five new subareas. The plan amendment is intended to help guide future development in the area north of downtown.</p>
PLANNING AND ZONING	Preservation Commission
December 2016 Meetings/Activities	December 20, 2016
	<p>917 Edgemere Court (LSHD) –Construction of a new 2-story, brick and stucco single-family residence with an attached 1-story, 3-car garage in front. Tabled to February 21, 2017 at the request of the applicants.</p> <p>1045 Sherman Av. (L) – Second floor addition to single-family residence. Approved.</p> <p>1865 Sherman Av. (Landmark lot of record) –New masonry addition and renovations to institutional building. Approved.</p> <p>2350 Orrington Av. (NEHD) – Construction of single family dwelling with attached 2-car garage. Tabled to January 24, 2017 at the request of the applicant.</p> <p>640 Lincoln St. /640 Colfax St. (L/NEHD) – Exterior restoration of façade of institutional building. Approved.</p> <p>1900 Orrington Av. (NEHD) – Renovation of multi-family residential building. Approved.</p> <p>2135 Orrington Av. (L/NEHD) – Renovation of single-family residence. Build a new four-car garage off the alley. Approved.</p> <p>Lot 1 - 919 Edgemere Ct. (L/LSHD) & Lot 2 - 917 Edgemere Ct. (LSHD) – Plat of re-subdivision of 919 Edgemere Ct. (existing SFR) and 917</p>

	<p>Edgemere Ct. (vacant lot). Moving lot line between properties approximately 10' to the north. Resubdivision recommended to City Council for approval.</p> <p>115 Dempster St. (L/LSHD) – Renovation and addition to single-family residence. Major Variance required for max peak height of all dormers shall not exceed 35' measured from established grade (average at front property line. Continued to January 24, 2017.</p> <p>470 Sheridan Rd. Unit E (L) – Window replacement at multi-family residential building. Tabled to January 24, 2017 at the request of the applicant.</p>
	January 24, 2017
January 2017 Meetings/Activities	<p>2350 Orrington Av. (NEHD) – Construction of single family dwelling with attached 2-car garage.</p> <p>115 Dempster St. (L/LSHD) - Construct 1 and 2 story additions, increase dormer size. Requires zoning variations for interior side yard; rear yard; and dormers.</p> <p>470 Sheridan Rd. Unit E (L) - Window replacement at multi-family residential building.</p> <p>634 Judson Av. (L/LSHD) - New wrap-around porch. New and replacement windows and doors at single-family residence.</p> <p>220 Kedzie St. (LSHD) - New attached garage under house with driveway on the front yard. Integrated new, enlarged and roofed front porch.</p> <p>2601 Sheridan Road (L) - Install new standing seam copper roofs on both fog houses. Tuckpointing and recoating of existing masonry, window and door restoration, wood trim and gutter replacement.</p> <p>605 Judson Av. (LSHD) – Various alterations to the front façade, removal of fluted columns, replacement of selected windows, replacement of patio doors. Demolition of 2-car garage and shed, construct new 3-car garage.</p> <p>1700 Asbury Av. (RHD) – Install 4'-0" high x 188'-0" long wrought iron fence with posts on the front yard.</p>
PLANNING AND ZONING	Preservation Ordinance Review Subcommittee
	December 1, 2016
December 2016 Meetings/Activities	Review of Preservation Ordinance: Subcommittee completed review of Section 2-8-9. - <i>Standards For Review Of Applications For Certificates Of Appropriateness (B) Standards for review of construction 1-14</i> of the Preservation Ordinance.
	January 5, 2017
January 2017 Meetings/Activities	Meeting canceled due to lack of quorum.
PLANNING AND ZONING	APPROVED & ACTIVE PLANNED DEVELOPMENTS
1611 Chicago Ave. North Shore Residence/ The Merion	Renovations within the existing structure are ongoing. The full building permit for the 8-story addition has been issued; construction is complete. Ground floor retail space is available.
1629-1691 Church St. Church St. Village	On August 11, 2014, the applicant received a 1-year 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. The applicant has completed construction on the 13 units in Buildings 1 and 2, but requested a 1-year extension of the PD to obtain the permit for the Building 1. The request for extension was approved by the City Council July 27, 2015. The last remaining 8-unit building was approved by DAPR Committee June 29, 2016. The building permit for the 8-unit building was issued July 29, 2016. Water & sewer permit has been issued; construction is ongoing.
2454 Oakton St. Sports Dome	Approved by City Council August 11, 2014. The building permit for the foundation was issued July 29, 2015. The full building permit was issued September 11, 2015. TCO was issued January 25, 2016, FCO to be issued soon. Sign permits approved for new signage and "No Further Remediation" letter received from IEPA June 2, 2016. Sports dome is now open.
835 Chicago Ave. (Chicago/Main)	The full building permit for the 9-story, 112-unit residential building was issued August 3, 2015. Art installation and minor landscaping changes approved by DAPR at May 11, 2016 meeting. An Interior build-out permit has been issued for a new educational facility within the building. Construction is complete. Building is now open. Retail space available on the ground floor, First Bank & Trust branch now open on the Main Street side of the building.

1620 Central St.	The 4-story, 47-unit multiple-family residential building was approved by the City Council April 27, 2015. The full building permit was issued October 20, 2015. Small adjustment to top floor of façade approved by DAPR January 20, 2016. Utility service permits have been issued. Construction is nearing completion.
1571 Maple Ave.	The 12-story, 101-unit mixed-use development was approved by the City Council April 13, 2015. The building permit for caissons was issued December 17, 2015. The building permit for foundation and full building permit have been approved and issued; the utility service permits have also been issued. Construction is ongoing.
1815 Ridge/1815 Oak	City Council approved rezoning of the property from C2, Commercial to D4, Downtown Transition District and a Planned Development for the construction of a 10-story, 163 unit senior independent and assisted living facility July 25, 2016. Staff is awaiting submittal of building permit application.
824-828 Noyes Street	City Council approved Planned Development for the construction of a 4-story mixed used building with retail space on the ground floor and 44 dwelling units on the floors above with 35 parking spaces September 26, 2016. Staff is awaiting submittal of building permit application.

HOUSING & GRANTS	Housing & Community Development Act Committee
December 2016 Meetings/Activities	December 20, 2016 The meeting was canceled due to lack of actionable agenda items.
January 2017 Meetings/Activities	January 24, 2017 The agenda for January 24 has not been finalized. This meeting may be canceled due to lack of actionable agenda items.
HOUSING & GRANTS	Housing and Homelessness Commission
December 2016 Meetings/Activities	December 1, 2016 The Commission discussed the application process for affordable housing development in 2017, funded by up to \$1.3 million from the Affordable Housing Fund and the HOME program. In addition, the commissioners h updates on the consolidation of the Housing and Homelessness Commission with the Human Relations Commission, as well as an update on the Handyman Program.
January 2017 Meetings/Activities	January 10, 2017 The Commission will discuss goals for 2017 and elect a new chair and vice-chair, as well as vote on a proposal from Community Partners for Affordable Housing to administer the wait list process for the IHO.
HOUSING & GRANTS	Mental Health Board
December 2016 Meetings/Activities	December 8, 2016 The MHB met to discuss new Board liaison roles for 2017. We also welcomed 3 new members and introduce the Evanston Livability Principles and Checklist.
January 2017 Meetings/Activities	January 12, 2017 The MHB will meet to review new bylaws and the results of the City's EPLAN, discuss funding priorities for 2018, and finish assigning liaison roles.
TRANSPORTATION AND MOBILITY	Transportation / Parking Committee
December 2016 Meetings/Activities	December 14, 2016 The T/P Committee meeting on December 14 was canceled.

January 2017 Meetings/Activities	January 25, 2017
	The T/P Committee is scheduled to meet next on January 25, 2017.
TRANSPORTATION AND MOBILITY	Project Meetings
December 2016 Meetings/Activities	December 1, 2016
	Staff participated in the North Lake Shore Drive Corridor Planning Committee & Task Force meeting on December 1. During the meeting the project team members established the project boundaries on Lake Shore Drive as between Michigan Ave. and Ardmore Ave. The project presents an opportunity for Evanston to secure traffic volume data for the corridor and establish future coalition building for mobility demand management tools. The preferred alternatives for the corridor will be identified in late 2018 and finalized in late 2019.
	December 8, 2016
	The Bike Technical Advisory Committee met on December 8 to discuss 2017 Bike Safety Campaigns and updates on Divvy, Transit Planning 4 All, and on-going corridor projects.
	December 16, 2016
	As part of the Transit Planning 4 All Grant initiative, staff partnered with the Merion and North Shore Villages to host two separate focus group meetings. Input from the meetings will be used to develop a community-wide survey on transit barriers for older adults and people with disabilities in and connecting to Evanston.
January 2017 Meetings/Activities	January 5, 2017
	As part of the Transit Planning 4 All Grant initiative, staff will be working with Housing Options to host a participant interview. Input from the interview will be used to develop a community-wide survey.
	January 6, 2017
	As part of the Transit Planning 4 All Grant initiative, staff will be working with Shore Community Services to host a focus group meeting. Input from the meeting will be used to develop a community-wide survey.
	January 26, 2017
The Bike Technical Advisory Committee is scheduled to meet next on January 26, 2017.	

BUILDING & INSPECTION SERVICES		Housing Rehabilitation	
Ward	Number of Active Projects	Completed Projects	Projects YTD
2	2	1	3
5	1	4	5
8	0	3	3

BUILDING & INSPECTION SERVICES		Building Permits
Building Permit Status	Real-time permit review access is available online 24/7 at https://permits.cityofevanston.org	

BUILDING & INSPECTION SERVICES		New Business Application Status		
Ward	Property Address	Business Name	Received	Status
1	809 Church St	Lumen optical	11/17/2016	General Business License issued 12/09/2016.
1	1505 Chicago Ave	Quality Alterations	12/13/2016	Pending inspections and payment of license fees.
2	2401 Main St	Greenwise Organic Lawn Care	10/25/2016	Pending inspections. License fees have been paid.
3	847 Chicago Ave	Fusion Academy	10/21/2016	Pending inspections. License fees have been paid.
4	1603 Orrington #600	Ashburn Power & Light, Inc.	12/6/2016	General Business License issued 12/28/2016.
4	1603 Orrington #900	Grace Brothers, Ltd.	12/21/2016	Application received.
4	922 Davis St	Vocation Catalyst, Ltd DBA Snacks on Hand	11/16/2016	General Business License issued 12/30/2016.
6	3012 Central St	Pure 5 Cleaners	10/25/2016	Pending inspections. License fees have been paid.
6	2405 Gross Point Rd	Soapie's	12/9/2016	Pending inspections and payment of license fees.
7	2620 Green Bay Rd	Glenn's Duxler Tire, Inc.	12/9/2016	General Business License issued 12/28/2016.
8	600 Oakton St	Lake City Cleaners (South Evanston Location)	09/05/2016	Pending inspections. License fees have been paid.
9	640 Pitner Ave	B & T's Auto Body	05/25/2016	Pending inspections and payment of license fees.

**BUILDING & INSPECTION
SERVICES****Building Permits Issued by Ward – December 1 – December 31, 2016****Ward 1**

Building Permit Type	No. of Permits Issued
Demolition	1
Electrical Only	3
Fire Alarm	3
Fire Suppression	3
Low Voltage Alarm	4
Plumbing Only	1
Remodel	3
Roofing	1
Sign-Awning	1
Total Permits Issued	20

Ward 2

Building Permit Type	No. of Permits Issued
CCCD	1
Demolition	2
Electrical Only	3
Fence	1
Fire Alarm	1
HVAC Work Only	1
Minor Repair	1
Miscellaneous Site Work	1
Plumbing Only	2
Remodel	1
Water and Sewer	1
Window Replacement	4
Total Permits Issued	19

Ward 3

Building Permit Type	No. of Permits Issued
Addition	1
CCCD	2
Electrical Only	2
Fire Suppression	1
HVAC Work Only	1
Low Voltage Alarm	1
Plumbing Only	1
Remodel	6
Roofing	2
Sign-Awning	2
Window Replacement	2
Total Permits Issued	21

Ward 4

Building Permit Type	No. of Permits Issued
CCCD	2
Deck or Porch	1
Electrical Only	1
Fire Alarm	1
Fire Suppression	4
HVAC Work Only	3
Low Voltage Alarm	1
Minor Repair	1
Plumbing Only	4
Remodel	5
Roofing	2
Sign-Awning	1
Window Replacement	1
Total Permits Issued	27

BUILDING & INSPECTION
SERVICES

Building Permits Issued by Ward – December 1 – December 31, 2016

Ward 5

Building Permit Type	No. of Permits Issued
Demolition	1
Electrical Only	7
HVAC Work Only	2
Low Voltage Alarm	1
Miscellaneous Site Work	1
Plumbing Only	1
Remodel	1
Window Replacement	1
Total Permits Issued	15

Ward 6

Building Permit Type	No. of Permits Issued
Addition	1
Demolition	2
Electrical Only	1
Fence	1
HVAC Work Only	1
Low Voltage Alarm	1
Minor Repair	1
Miscellaneous Site Work	1
Plumbing Only	3
Remodel	5
Roofing	1
Water and Sewer	1
Window Replacement	2
Total Permits Issued	21

Ward 7

Building Permit Type	No. of Permits Issued
Addition	1
CCCD	1
Demolition	3
Electrical Only	23
Fence	1
Fire Alarm	5
Fire Suppression	5
HVAC Work Only	1
Low Voltage Alarm	1
Miscellaneous Site Work	3
Plumbing Only	2
Remodel	13
Roofing	1
Temporary	1
Water and Sewer	1
Window Replacement	3
Total Permits Issued	65

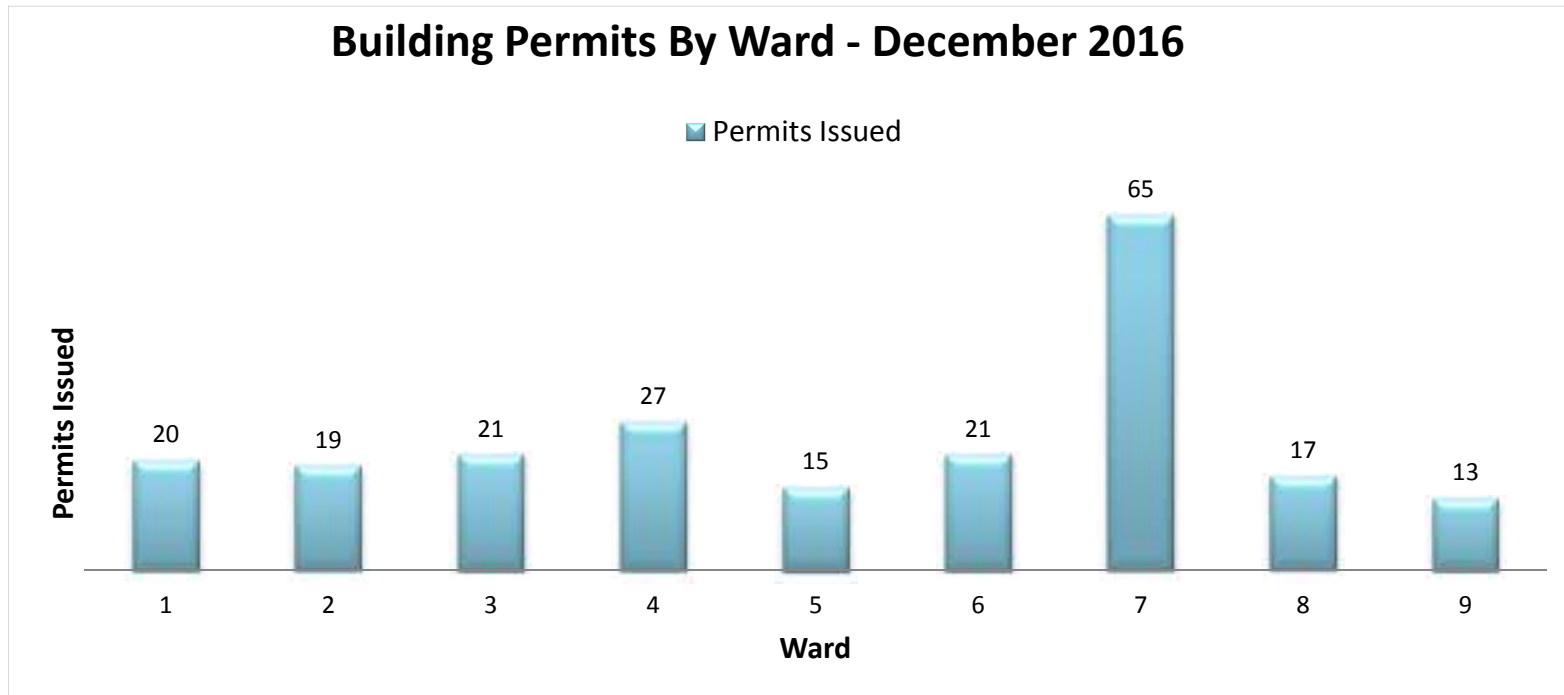
Ward 8

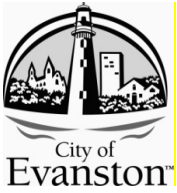
Building Permit Type	No. of Permits Issued
CCCD	2
Electrical Only	1
Fence	1
Minor Repair	1
Miscellaneous Site Work	1
Plumbing Only	4
Roofing	2
Sign-Awning	2
Water and Sewer	1
Window Replacement	2
Total Permits Issued	17

BUILDING & INSPECTION SERVICES	Building Permits Issued by Ward – December 1 – December 31, 2016
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Ward 9

Building Permit Type	No. of Permits Issued
HVAC Work Only	2
Low Voltage Alarm	2
Plumbing Only	2
Remodel	2
Roofing	1
Window Replacement	4
Total Permits Issued	13





DATE: January 4, 2017
 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 December, 2016

BUILDING PERMIT FEES

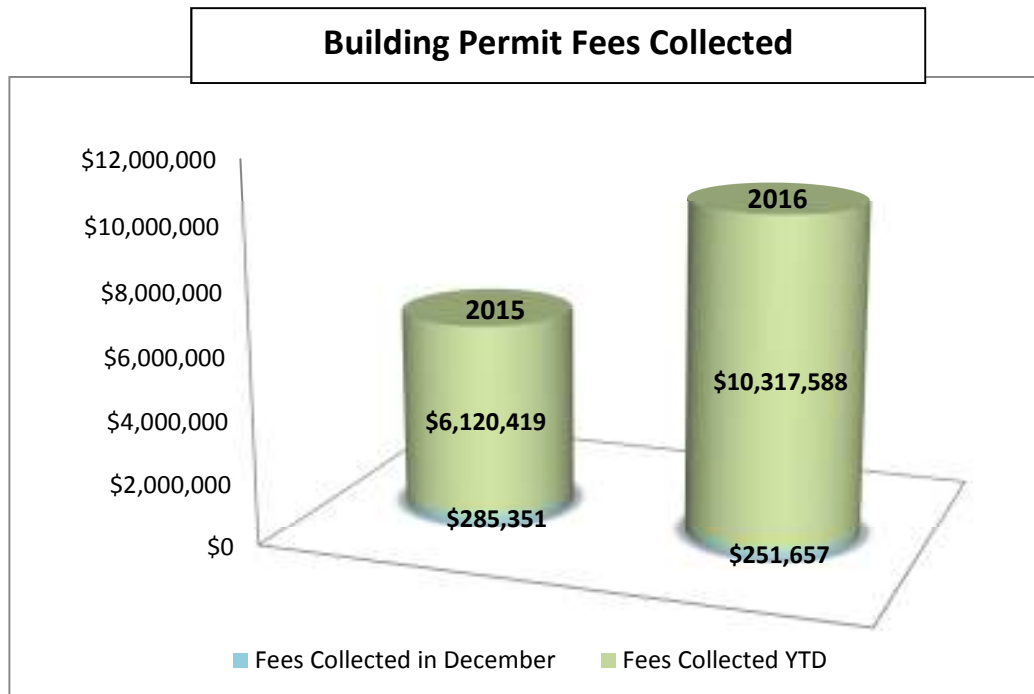
Total Permit Fees Collected for the Month of December 2016	\$ 251,657
Total Permit Fees Collected Fiscal Year 2016	\$ 10,317,588
Total Permit fees Collected for the Month of December 2015	\$ 285,351
Total Permit Fees Collected Fiscal Year 2015	\$ 6,120,419

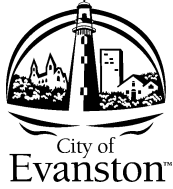
CONSTRUCTION VALUES

TOTAL CONSTRUCTION VALUE FOR DECEMBER 2016	\$ 13,991,221
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2016	\$ 536,538,596
TOTAL CONSTRUCTION VALUE FOR DECEMBER 2015	\$ 11,746,850
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2015	\$ 321,578,749

OTHER FEES

Total ROW Permit fees Collected for the Month of December 2016	\$ 56,381
Total ROW Permit Fees Collected Fiscal Year 2016	\$ 739,303





Memorandum

To: Honorable Mayor and Members of the City Council

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

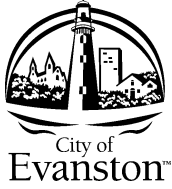
Subject: Food Establishment Application Weekly Report

Date: January 6, 2017

The table below is the weekly report of all applications for Food Establishments received during the week of January 1, 2017

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

Establishment Name	Address	Ward	Application Received on	Type	Proposed Opening Date
Ovo Frito Café	1936 Maple St	5	1/5/2017	Food Establishment License	Not Yet Determined



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: January 6, 2017

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

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

Liquor Licensing Weekly Report

Liquor Applications Received and Pending

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS ¹
1	Red Hot Chili Pepper Restaurant	500 Davis Street, #102	D	Restaurant (Liquor)	Sun-Sat: 11 am – 1 am	12/23/16	Pending Liquor Board Meeting
2	Kabul House	2424 Dempster Street	D	Restaurant (Liquor)	Sun: Noon – 10 pm; Mon – Sat: 11 am – 10 pm	10/20/16	Pending City Council Action

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



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING JANUARY 6, 2017

HAPPY NEW YEAR!!

Out with the Old at the January 24 NWMC Surplus Vehicle and Equipment Auction

Why not add some cash to the coffers by participating in the next NWMC Surplus Vehicle and Equipment Auction? The first quarterly live auction for 2017 will be held on Tuesday, January 24, 1:00 p.m., at America's Auto Auction (America's AA) in Crestwood. Please visit <http://municipality.auction/> for more information on America's Auto Auction, photos from the October 25 event and details on the upcoming auction.

Other live auction dates for 2017 are: Tuesday, April 25; Tuesday, July 25; and, Tuesday, October 24. The NWMC agreement with America's AA also provides for year round Internet sales, so participants do not have to wait for one of the quarterly live sales in order to dispose of surplus vehicles and equipment. For questions or additional information, please contact staff or America's Auto Auction Commercial Account Manager Bruce Uhter, 708-389-4488 (office), 219-713-0327 (cell) or Bruce.Uhter@americasautoauction.com; or sales representative Jim Fee, 773-315-0293 or jamesfee7522@yahoo.com. *Staff contact: Ellen Dayan*

See You Next Week!

We look forward to seeing everyone at next Wednesday's NWMC Board meeting, scheduled for 7:00 p.m. in Room 1625 of Oakton Community College in *Des Plaines*. Topping the agenda will be consideration of the Nominating Committee's recommendation to appoint *Highland Park City Manager Ghida Neukirch* as the NWMC Treasurer. The membership will also consider approval of the 2017 NWMC Legislative Program, which will be presented to legislators at the January 21 NWMC Legislative Brunch (see article below).

Staff will update the members on the outlook for the General Assembly's "lame duck" session, which begins on Monday, January 9 as well as preview the activities of the 100th General Assembly, which takes office on Wednesday, January 11. Related to that, the board will consider a recommendation to conduct the NWMC's annual Legislative Days in Springfield on March 14-16. Finally, staff will update the membership on the U.S. Department of Transportation's recently issued rule regarding coordination of Metropolitan Planning Organizations (MPOs). The rule, finalized in December, requires unified planning products or a full merger of all MPOs for each metropolitan planning area. We look forward to seeing you all next week! *Staff contacts: Mark Fowler, Larry Bury*

One Week Left to RSVP for the 2017 NWMC Legislative Brunch

The RSVP's keep rolling in for the 2017 NWMC Legislative Brunch, scheduled for Saturday, January 21, 10:00 a.m. to noon, at the Hilton Chicago/Northbrook, 2855 N. Milwaukee Avenue in *Northbrook/Prospect Heights*. If you have not done so already, please RSVP by Friday, January 13 to Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org. The cost of the brunch is \$45 per person. We also encourage our members to contact their legislators with a personal invitation to attend. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

SPC Renews Ford F-150 Regular Cab Contract

The Suburban Purchasing Cooperative (SPC) Governing Board has awarded the second of three possible, one-year contract extensions for the 2017 Ford F-150 XL 2WD 2-Door Regular Cab (Contract #148) to Roesch Ford of Bensenville. The contract extension runs from January 15, 2017 through January 14, 2018. For questions or additional information, please contact staff or Brian Kilduff, briankilduff@roeschtrucks.com or 630-279-6000 ext. 2245. *Staff contact: Ellen Dayan*

Plan to Attend the NWMC Local Government Communicators Meeting

The Northwest Municipal Conference Local Government Communicators Committee will meet on Wednesday, January 18, from 11:30 a.m. to 1:00 p.m. in the Frank Alexa Room of the *Hoffman Estates Village Hall*, 1900 Hassell Road. Please forward any agenda items or ideas for future meetings by Wednesday, January 11 to committee chair and *Village of Carpentersville Assistant to the Village Manager/Director of Human Resources Samantha Brunell*, sbrunell@cville.org or 224-293-1628. All members are invited to attend the meeting and/or join the committee, which meets quarterly and serves as a forum to discuss communications best practices and related topics that are relevant to local governments. *Staff contact: Mark Fowler*

January 19 MMC Environment Meeting to Include Solar Workshop

On Thursday, January 19, the Metropolitan Mayors Caucus (MMC) Environment Committee, in conjunction with the Great Plains Institute, is hosting a workshop entitled “Advancing Solar Energy Development in Your Community.” The workshop will be held from 9:30 a.m. to Noon at the Prairie Center for the Performing Arts, 201 Schaumburg Court in *Schaumburg*. For municipalities who have or wish to enroll in “Sol Smart”, a designation for solar-friendly communities (see below), an additional workshop will be held from 12:30 p.m. to 2:00 p.m. Individuals recommended to attend the workshops include planning, community development and legal staff.

According to MMC Director of Environmental Initiatives Edith Makra, “Local governments have an important role in fostering the growth of solar energy, locally. Municipal plans, policies and practices can become solar-friendly and communities can enjoy economic growth, and foster the creation of new, clean-tech jobs in the solar industry. The Metropolitan Mayors Caucus Environment Committee and the Great Plains Institute invite you to a workshop to learn about:

- The new Future Energy Clean Jobs Bill and its impacts on solar energy development
- The [Grow Solar](#) initiative and the [Illinois Local Government Solar Toolkit](#)
- The [Sol Smart](#) local government designation program
- The *Village of Schaumburg*’s effort to advance solar development.

The workshop is held concurrent to the Mayors Caucus Environment Committee meeting. It will help communities who wish to apply for Sol Smart designation by the January 31 deadline. Register [here](#).” For additional information, please contact Edith Makra, emakra@mayorscaucus.org or 312-2001-4506. *Staff contacts: Mike Walczak, Mark Fowler*

Cook County to Host Community Solar Projects Funding Workshop

On Wednesday, January 18, the Cook County Community Solar Team and the U.S. Department of Energy (DOE) are hosting a workshop to learn about a funding opportunity to bring solar projects and programs to your community. The DOE, through their [Solar in Your Community](#) challenge, aims to expand the solar market to a diverse array of new consumers, including low- and moderate-income customers, and nonprofit community-serving organizations. Competing teams will be eligible for cash prizes and technical assistance to help build local capacity to address the legal, technical, financial and administrative aspects of community solar programs and projects.

The workshop will be held from 10:00 am to noon at the Cook County Building, 69 West Washington Street in Chicago. For workshop details and free registration, please visit www.eventbrite.com/e/solar-in-your-community-challenge-workshop-tickets-29903523243. For additional information, please contact Cook County Department of Environmental Control Legislative Coordinator Laura Oakleaf, 312-603-8250 or Laura.Oakleaf@CookCountyil.gov. *Staff contact: Larry Bury*

Meetings and Events

NWMC Finance Committee will meet Wednesday, January 11 at 12:00 p.m. at the NWMC offices.

NWMC Board of Directors will meet Wednesday, January 11 at 7:00 p.m. at the Oakton Community College, Room 1625 (**please note room change**), in *Des Plaines*.

NWMC Bicycle & Pedestrian Committee will meet Tuesday, January 17 at 10:30 a.m. at the NWMC offices.

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