



Memorandum

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

STAFF REPORTS BY DEPARTMENT



Weekly Report for October 28, 2016 – November 3, 2016

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule
Financial Report September 2016

Community Development

Community Development Monthly Report – October 2016
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, November 7, 2016

Human Services Committee - CANCELLED

www.cityofevanston.org/humanservices

City Council – Budget Discussion

www.cityofevanston.org/citycouncil

Tuesday, November 8, 2016

Board of Local Improvements

www.cityofevanston.org/boardofimprovements

Wednesday, November 9, 2016

Design and Project Review Committee

www.cityofevanston.org/dapr

Plan Commission - CANCELLED

www.cityofevanston.org/plancommission

Thursday, November 10, 2016

Mental Health Board

www.cityofevanston.org/mentalhealthboard

Environment Board

www.cityofevanston.org/environmentboard

Commission on Aging

www.cityofevanston.org/commissiononaging

Sign Review and Appeals

www.cityofevanston.org/signreviewboard

Friday, November 11, 2016

Utilities Commission

www.cityofevanston.org/utilitiesagendas



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of October 28, 2016 through November 3, 2016.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2806	2662
SERVICE REQUESTS	553	596
TOTAL CHATS	72	26
TOTAL TEXT	11	17

Top 5 Service Requests

Total

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

1. Building Permit Inspection Request	99
2. Trash – Special Pick Up	46
3. Broken Parking Meter	42
4. Rodents-Rats	23
Trash – Missed Bulk Pick Up	
5. Tree Evaluation	18

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

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

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services –Parking	371
Administrative Services -Finance	67
Administrative Services -HR	33
Administrative Services - Other	181
City Clerk’s Office	51
City Manager’s Office	39
ComDev / Economic Development	13
ComDev/ Bldg Inspections	214
ComDev / Housing Rehab	4
ComDev / Planning/Zoning	27
General Assistance	3
Fire Life Safety	24
PublicStuff Request	433
Health	87
Information	566
Law	8
Library	1
Mayor’s Office	4
Other/311	213
Other – Social Services	15
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	12
Parks – Other	6
Parks/Recreation	27
Parks – Forestry	30
Parks- Recreation Programs	38
Police	114
Public Works / Fleet	5
Public Works / Street Sanitation	102
Public Works / Engineering	34
Tax Assessment Office	1
Utilities – Power	1
Utilities – Sewer	1
Utilities – Water	80
TOTAL	2806



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 October 31, 2016

Date: November 4, 2016

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

Bids/RFPs/RFQs advertised during the Week of October 31, 2016

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/Library Board Date
RFP 16-72 Janitorial Services Contract for Multiple City Facilities	Administrative Services	Seeking proposals from experienced firms for: Janitorial Services for Multiple Facilities including the Lorraine H. Morton Civic Center, Main Library, Police Headquarters, Fire Headquarters, Police Outpost and Evanston Service Center	\$117,489 FY 2017	Dec 6	Jan 9

RFP 16-70 Rodent Control Services	Health	Seeking proposals from experienced and licensed firms for the treatment of rodents from public and private properties. Contractor must employ a responsible method of Integrated Pest Management; providing services with the least possible hazards to people, property and the environment.	\$28,000	Dec 1	Dec 12
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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
PRCS	11/14/2016	Mayor Donation/Registration	A	CC	Hemingway	
PWA	11/14/2016	Water Sampling Funding/ Procurement	B	APW	Stoneback	
PWA	11/14/2016	Survey Equipment	B	APW	Stoneback	
CMO	11/14/2016	Snow Tow	B	APW	Lyons	
Admin Services	11/14/2016	Annual Cisco SmartNet Software Contract from CDW	B	APW	Storlie	
Admin Services	11/14/2016	Holiday Parking	B	APW	Storlie	
Admin Services	11/14/2016	Tow Ordinance Revision	O	APW	Storlie	
PWA	11/14/2016	Ridge/Grove Right Turn Only (2)	O	APW	Stoneback	
CMO	11/14/2016	Junk Trucks/Bicycles	O	APW	Bobkiewicz	
Admin Services	11/14/2016	Resident Parking Only District - additional streets	O	APW	Storlie	
Admin Services	11/14/2016	Parking Meter Change	O	APW	Storlie	Action
Law	11/14/2016	110-O-16 Business Regulation Clean-Up	O	APW	Farrar	Action
Law	11/14/2016	125-O-16 - Small Cell Tower	O	APW	Farrar	Action
Law/PWA	11/14/2016	Sheridan Road Speed Limit Reduction	O	APW	Farrar / Stoneback	Action
Law	11/14/2016	Liquor License Increases (3)	O	APW	Farrar	Action
CD	11/14/2016	Noise Limitations (Apartments)	D	PD	Muenzer	
CD	11/14/2016	Update Inclusionary Housing Ord	O	PD	Muenzer	
CMO	11/28/2016	Shop Evanston Events	A	CC	Lyons	
PRCS	11/28/2016	Park Score Card Presentation	P	CC	Hemingway	
CMO	11/28/2016	Harley Clarke	SPB	CC	Bobkiewicz	Action
CMO	11/28/2016	Robert Crown Update	SPB	CC	Lyons	
CMO	11/28/2016	Robert Crown Architectural Firm Recommendations	SPB	CC	Lyons	
CMO	11/28/2016	2017 Budget & 2016 Tax Levy Adoption	B	APW	Lyons	
CMO	11/28/2016	Smylie Lease	B	APW	Lyons	
Law	11/28/2016	Insurance Renewals	B	APW	Farrar	
PWA	11/28/2016	Water Chemical Purchase	B	APW	Stoneback	
PWA	11/28/2016	Water Meter Purchase	B	APW	Stoneback	
PRCS	11/28/2016	Noyes Tenant Leases	R	APW	Hemingway	
CMO	11/28/2016	USPS Lease Amendment	R	APW	Lyons	
CMO	11/28/2016	Parking Deck Fee Change	O	APW	Lyons	
Law	11/28/2016	Solemnization of Marriages by City Clerk	O	APW	Farrar	Intro and Action (per Clerk Greene)
PWA/Law	11/28/2016	Niles/Morton Grove Water Sale	O	APW	Stoneback / Farrar	
PWA	11/28/2016	Sewer Rate Decrease	O	APW	Stoneback	
PWA	11/28/2016	Water Rate Increase	O	APW	Stoneback	
PWA	11/28/2016	Meter Hour/Time Changes	O	APW	Storlie	

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PWA	11/28/2016	Benchmarking Ordinance	O	APW	Stoneback	Action (held from 9/26)
	11/28/2016			PD		Cancelled
Admin Services	12/12/2016	Janitorial Services - Multiple Buildings	B	APW	Storlie	
CMO	12/12/2016	Post Bond Issuance Report	B	APW	Lyons	Accept and Place on File
CMO	12/12/2016	Tax Levy Abatements	R	APW	Lyons	
CMO	12/12/2016	Water Sales	R	APW	Bobkiewicz	
CMO	12/12/2016	Right of Way Permit for ERUV	R	APW	Bobkiewicz	
CMO	12/12/2016	Home Rule Taxes	O	APW	Lyons	
CD	12/12/2016	SAFEbuilt Contract Increase	B	PD	Muenzer	
CD	12/12/2016	516 Dempster - Special Use (Animal Hospital)	O	PD	Muenzer	
CD	12/12/2016	1029 Davis - Special use (Indoor Recreation)	O	PD	Muenzer	Intro and Action (Ald Wilson)
CMO	12/12/2016	Impoundment Procedures	O	HS	Bobkiewicz	
PRCS	12/12/2016	Farmers Market Regulations	O	HS	Hemingway	
CD	12/12/2016	Mental Health Board 2017 Funding	O	HS	Muenzer	
	12/12/2016	Executive Session (Minutes Release)		CC		
PWA	1/23/2017	CMAQ Applications Approval	B	APW	Stoneback	
CD	2/13/2017	Complete Streets Policy Revision	B	APW	Muenzer	
Council & Committee Meetings						
Mon, Nov 7	7:00 PM	City Council Budget Discussion				
Mon, Nov 14	6:00 PM	A&PW, P&D, City Council meetings				
Tues, Nov 15	7:00 PM	Housing & Community Development Act Committee				
Wed, Nov 16	6:00 PM	Transportation/Parking Committee				
Wed, Nov 16	6:30 PM	M/W/EBE Advisory Committee				
Wed, Nov 16	7:00 PM	Economic Development				
Mon, Nov 21	7:00 PM	City Council				
Mon, Nov 28	6:00 PM	A&PW, P&D, City Council meetings (2017 Budget and Tax Levy Adoption)				
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	

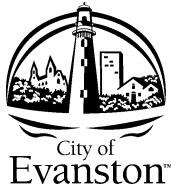
Evanston City Council Agenda Schedule - 2016

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CD		Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
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		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: September 2016 Monthly Financial Report

Date: November 4, 2016

Please find attached the unaudited financial statements as of September 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	88,063,846	82,784,748	5,279,097	15,983,933	9,442,294
176	HEALTH AND HUMAN SERVICES	663,595	642,351	21,244	21,244	56,650
175	GENERAL ASSISTANCE FUND	860,815	592,136	268,679	781,918	783,768
180	GOOD NEIGHBOR FUND	1,000,000	375,000	625,000	625,000	625,000
185	LIBRARY FUND	6,393,503	4,790,659	1,602,844	1,756,715	2,277,293
195	NEIGHBORHOOD STABILIZATION	61,586	73,574	(11,989)	(11,989)	150,226
200	MOTOR FUEL TAX FUND	1,415,956	1,798,283	(382,327)	1,448,066	1,305,703
205	EMERGENCY TELEPHONE (E911)	653,850	1,002,708	(348,859)	202,860	28,325
210	SPECIAL SERVICE AREA (SSA) #4	321,194	242,250	78,944	(111,600)	(111,600)
215	CDBG FUND	813,213	899,241	(86,028)	(26,146)	(26,145)
220	CDBG LOAN	78,770	137,377	(58,607)	99,758	153,282
225	ECONOMIC DEVELOPMENT FUND	1,826,149	1,679,547	146,601	2,702,583	2,369,902
235	NEIGHBORHOOD IMPROVEMENT			0	169,915	169,915
240	HOME FUND	187,693	146,790	40,903	45,673	95,673
250	AFFORDABLE HOUSING FUND	234,517	155,684	78,833	1,072,713	1,035,992
186	LIBRARY DEBT SERVICE FUND	1,040,978	83,277	957,701	994,365	843,912
300	WASHINGTON NATIONAL TIF	4,727,840	3,102,166	1,625,674	8,068,104	8,147,023
305	SPECIAL SERVICE AREA (SSA) #5	287,860	17,250	270,610	796,039	796,039
310	HOWARD-HARTREY TIF	1,235,304	2,385,491	(1,150,186)	130,929	192,000
330	HOWARD-RIDGE TIF FUND	638,163	397,884	240,279	211,658	213,926
335	WEST EVANSTON TIF FUND	9,435	28,181	(18,747)	423,516	431,838
345	CHICAGO-MAIN TIF	580,000	612,972	(32,972)	279,098	279,098
320	DEBT SERVICE FUND	20,653,553	4,236,780	16,416,774	19,012,890	10,035,869
350	SSA #6	221,813		221,813	221,813	221,813
415	CAPITAL IMPROVEMENTS FUND	14,206,703	4,387,323	9,819,380	15,336,421	16,061,794
420	SPECIAL ASSESSMENT FUND	659,584	278,039	381,545	3,064,326	3,060,789
505	PARKING SYSTEM FUND	8,320,838	5,533,079	2,787,759	13,565,633	13,113,893
510	WATER FUND	25,705,352	23,485,187	2,220,165	11,443,368	8,323,248
515	SEWER FUND	10,625,477	9,284,954	1,340,523	5,353,331	3,234,833
520	SOLID WASTE FUND	3,681,938	3,599,449	82,489	(1,146,068)	(1,663,660)
600	FLEET SERVICES FUND	2,550,264	2,020,936	529,328	894,788	223,673
601	EQUIPMENT REPLACEMENT FUND	1,122,843	58,670	1,064,173	2,341,862	1,946,791
605	INSURANCE FUND	12,363,450	13,021,199	(657,749)	(1,022,245)	1,763,705
TOTAL		211,206,082	167,853,187	43,352,895	104,730,471	85,582,864

NOTE: Negative Cash Balances (as seen above in the CDBG, SSA 4, & 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 September 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 September 30, 2016, the General Fund is reporting a net surplus of \$5,279,097. The attached supplemental charts show the General Fund Revenues at 78.5% of budget and expenses lower at 74%. The September target is 75%. General Fund revenues include the \$2.9 million permit from Northwestern as well as pension property taxes. General Fund Expenses are just above budget year-to-date due to the pension payments being totally paid for the year as of September 30, 2016. The net surplus is anticipated to be mitigated by the 3 payrolls in December.

Through September 30, 2016, the SSA #4 Fund is showing a negative cash balance of \$111,600 due to the timing of payments to the Downtown Evanston group and receipt of property taxes.

Through September 30, 2016, the CDBG Fund is showing a negative cash balance of \$26,145 which will be reimbursed from August draw-downs.

Through September 30, 2016, the Economic Development Fund is showing a fund balance of \$2,702,583 and a cash balance of \$2,369,902.

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 will be refunded to the County during the second installment billing. The fund will then officially close.

Through September 30, 2016, the enterprise funds (Parking, Water, and Sewer) have balances above average. As construction season continues, the balances in all three of these funds will be reduced.

Through September 30, 2016, the Solid Waste Fund has a negative fund balance of \$1,022,245 and a negative cash balance of \$1,663,660.

Through September 30, 2016, the Insurance Fund is showing a negative fund balance of \$1,022,245 with a cash balance of \$1,763,705.

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

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

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

A handwritten signature in black ink, appearing to read "Martin Lyons", written over a horizontal line.

Martin Lyons, Treasurer



FINANCIAL REPORT

Through 09/30/16
Enterprise Funds

Fund 100 - GENERAL FUND

Classification	2016 Budget	Sept Actual	YTD Actual	%	2015 Actual
Property Taxes	27,417,407	301,397	27,021,032	99%	25,915,970
Other Taxes	45,986,550	3,426,087	31,933,910	69%	44,978,985
License	5,329,777	149,970	2,477,747	46%	5,324,137
Permit	9,276,550	409,276	10,006,627	108%	6,704,846
Fee	125,700	197	44,301	35%	155,619
Fines and Forfeitures	4,609,825	305,475	2,539,279	55%	3,548,230
Parking Charges for Services	640,000	-	6,695	1%	640,000
Parks and Recreation Charges for Services	5,374,751	252,574	4,855,666	90%	5,406,379
Other Charges for Services	2,433,216	238,283	1,884,333	77%	2,239,528
Interfund Transfers	8,842,365	847,527	6,017,462	68%	7,836,484
Intergovernmental Revenue	765,727	79,991	556,145	73%	670,245
Other Revenue	1,286,843	138,182	701,441	55%	894,703
Interest Income	50,000	3,238	19,209	38%	6,572
REVENUE TOTAL	112,138,711	6,152,197	88,063,846	78.5%	104,321,698
13 - CITY COUNCIL	424,958	30,232	309,187	73%	419,962
14 - CITY CLERK	263,203	23,863	214,722	82%	283,764
15 - CITY MANAGER'S OFFICE	6,989,746	484,786	4,432,151	63%	1,814,469
17 - LAW	1,130,000	88,745	748,204	66%	1,051,325
19 - ADMINISTRATIVE SERVICES	9,634,173	858,397	6,345,539	66%	9,763,951
21 - COMMUNITY DEVELOPMENT	2,782,897	214,725	1,804,294	65%	2,425,618
22 - POLICE	37,696,278	2,250,013	29,229,268	78%	37,239,961
23 - FIRE MGMT & SUPPORT	22,601,742	1,353,764	18,427,747	82%	21,331,507
24 - HEALTH	3,610,779	239,748	2,269,622	63%	3,212,848
30 - PARKS, REC. AND COMMUNITY	11,845,590	1,106,074	8,906,137	75%	11,180,116
40 - PUBLIC WORKS AGENCY	14,861,248	1,192,496	10,097,330	68%	-
EXPENSE TOTAL	111,840,614	7,842,843	82,784,202	74.0%	88,723,520
Fund 100 - GENERAL FUND Totals					
REVENUE TOTALS	112,138,711	6,152,197	88,063,846	64%	104,321,698
EXPENSE TOTALS	111,840,614	7,842,843	82,784,202	60%	88,723,520
Fund 100 - GENERAL FUND Net Gain	298,097	(1,690,646)	5,279,643	1,771%	15,598,178



FINANCIAL REPORT

Through 09/30/16
Enterprise Funds

Fund 505 - PARKING SYSTEM FUND

Classification	2016 Budget	Sept Actual	YTD Actual	%	2015 Actual
Permit	-	150	3,150	+++	150
Parking Charges for Services	6,379,675	597,376	5,217,522	82	6,010,558
Parks and Recreation Charges for Services	65,000	-	168,500	259	-
Interfund Transfers	3,711,770	309,314	2,783,826	75	2,925,296
Intergovernmental Revenue	12,125	-	-	0	-
Other Revenue	119,216	11,594	126,237	106	153,545
Interest Income	35,070	3,432	21,603	62	18,260
REVENUE TOTAL	10,322,856	921,867	8,320,838		9,107,809
Employee Pay	23,000	443	16,898	73	29,187
Benefits	1,160,688	78,785	787,850	68	966,953
Pensions	113,349	7,651	75,204	66	(33,034)
Services	3,022,411	239,853	2,182,170	72	2,616,554
Supplies	278,864	33,382	160,486	58	243,068
Capital Outlay	3,474,000	6,238	542,224	16	128,726
Insurance and Other Chargebacks	507,900	42,154	372,014	73	478,187
Depreciation Expense	2,873,395	-	-	0	2,846,227
Contingencies	11,000	991	4,403	40	6,951
Debt Service	3,917,652	-	199,979	5	503,423
Miscellaneous	252,000	47,162	214,015	85	23,687
Interfund Transfers	1,303,783	108,649	977,837	75	923,092
EXPENSE TOTAL	16,938,042	565,307	5,533,079		8,733,020
Fund 505 - PARKING SYSTEM FUND					
REVENUE TOTALS	10,322,856	921,867	8,320,838	81%	9,107,809
EXPENSE TOTALS	16,938,042	565,307	5,533,079	33%	8,733,020
Fund 505 - PARKING SYSTEM	(6,615,186)	356,559	2,787,759	(42%)	374,789



FINANCIAL REPORT

Through 09/30/16
Enterprise Funds

Fund 510 - WATER FUND

Classification	2016 Budget	Sept Actual	YTD Actual	%	2015 Actual
Fee	70,000	6,513	71,716	102%	105,483
Water Charges for Services	15,133,000	2,793,973	13,667,214	90%	15,141,770
Sewer Charges for Services	39,000	4,214	34,136	88%	40,911
Other Charges for Services	126,000	140	134,470	107%	125,545
Interfund Transfers	-	950,000	7,947,244		2,354,582
Other Revenue	22,348,400	3,763,382	3,839,371	17%	350,065
Interest Income	1,600	1,712	11,201	700%	3,448
REVENUE TOTAL	37,718,000	7,519,934	25,705,352	68%	18,121,804
Employee Pay	210,465	16,921	136,112	65%	157,679
Benefits	3,888,603	298,582	2,807,030	72%	3,884,943
Pensions	360,355	30,297	280,583	78%	(114,870)
Services	4,763,760	414,840	1,359,383	29%	1,250,874
Supplies	1,392,190	106,048	640,887	46%	1,048,119
Capital Outlay	24,776,106	972,018	6,478,847	26%	105
Insurance and Other Chargebacks	1,114,195	91,313	823,645	74%	1,131,508
Depreciation Expense	-	-	-		2,096,633
Contingencies	1,000	-	658	66%	933
Debt Service	1,053,288	-	373,518	35%	432,628
Miscellaneous	62,980	-	10,543	17%	(286,678)
Interfund Transfers	3,502,313	1,241,859	10,573,979	302%	3,692,565
EXPENSE TOTAL	41,125,255	3,171,879	23,485,187	57%	13,294,439
Fund 510 - WATER FUND Totals					
REVENUE TOTALS	37,718,000	7,519,934	25,705,352		18,121,804
EXPENSE TOTALS	41,125,255	3,171,879	23,485,187		13,294,439
Fund 510 - WATER FUND Net Gain (Loss)	(3,407,255)	4,348,055	2,220,165		4,827,365



FINANCIAL REPORT

Through 09/30/16
Enterprise Funds

Fund 515 - SEWER FUND

Classification	2016 Budget	Sept Actual	YTD Actual	%	2015 Actual
Sewer Charges for Services	12,869,000	1,128,943	10,046,032	78%	12,491,290
Other Charges for Services	19,650	21,579	21,579	110%	19,650
Other Revenue	984,165	-	554,863	56%	2,962
Interest Income	1,000	183	3,003	300%	2,706
REVENUE TOTAL	13,873,815	1,150,705	10,625,477	77%	12,516,607
Employee Pay	57,040	3,126	28,063	49%	60,837
Benefits	881,327	60,214	627,087	71%	858,361
Pensions	86,092	6,108	61,243	71%	(27,099)
Services	903,500	14,025	247,929	27%	90,109
Supplies	92,300	4,579	28,580	31%	18,817
Capital Outlay	3,048,314	-	723,144	24%	13,609
Insurance and Other Chargebacks	414,439	33,886	306,258	74%	412,461
Depreciation Expense	-	-	-		3,443,723
Debt Service	9,222,913	1,859,821	6,677,246	72%	1,550,407
Miscellaneous	1,500	-	5,000	333%	3,306
Interfund Transfers	773,876	64,489	580,405	75%	735,235
EXPENSE TOTAL	15,481,301	2,046,248	9,284,954	60%	7,159,766
Fund 515 - SEWER FUND Totals					
REVENUE TOTALS	13,873,815	1,150,705	10,625,477	77%	12,516,607
EXPENSE TOTALS	15,481,301	2,046,248	9,284,954	60%	7,159,766
Fund 515 - SEWER FUND Net Gain	(1,607,486)	(895,543)	1,340,523	(83%)	5,356,842



FINANCIAL REPORT

Through 09/30/16
Enterprise Funds

Fund 520 - SOLID WASTE FUND

Classification	2016		YTD Actual	%	2015 Actual
	Budget	Sept Actual			
License	275,000	43,470	125,404	46%	213,490
Other Charges for Services	3,632,394	306,709	2,678,099	74%	3,561,584
Interfund Transfers	1,055,967	87,997	791,975	75%	1,055,967
Other Revenue	238,000	24,434	86,459	36%	228,469
REVENUE TOTAL	5,201,361	462,610	3,681,938	71%	5,059,510
Employee Pay	25,000	2,805	31,178	125%	41,358
Benefits	649,690	50,526	449,781	69%	574,692
Pensions	63,718	5,089	45,886	72%	(15,981)
Services	3,679,126	462,693	2,535,908	69%	3,644,097
Supplies	53,050	8,021	44,557	84%	73,788
Capital Outlay	25,750	-	2,664	10%	24,738
Insurance and Other Chargebacks	129,690	11,805	101,478	78%	249,232
Debt Service	-	-	1,144		68,419
Miscellaneous	15,000	-	12,232	82%	-
Interfund Transfers	499,493	41,624	374,620	75%	490,106
EXPENSE TOTAL	5,140,517	582,564	3,599,449	70%	5,150,448
Fund 520 - SOLID WASTE FUND Totals					
REVENUE TOTALS	5,201,361	462,610	3,681,938	71%	5,059,510
EXPENSE TOTALS	5,140,517	582,564	3,599,449	70%	5,150,448
Fund 520 - SOLID WASTE FUND Net Gain	60,844	(119,954)	82,489	136%	(90,938)

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
October 2016 Meetings/Activities	October 4, 2016
	<p>2915 Grant Street: Variation for a 9.1' rear yard setback where 30' is required for a second story addition. Unanimously approved. 1026 Elmwood Avenue: Variation for a flat-roof 3-story addition with a 27.1' peak height. Case removed from agenda by staff for re-notice with an additional variation. Case rescheduled for November 1, 2016 ZBA.</p>
	October 18, 2016
	<p>2301 Lawndale Avenue: Variation for a 4.5' north interior side yard setback where 5' is required and an 8.2' street side yard setback where 15' is required for a one-story addition and a 12.6' street side yard setback where 15' is required for a patio. Applicant revised project to eliminate the patio variation. Motion to approve 2-2. Case continued with open motion to November 1, 2016 to obtain four concurrent votes. 3501 Hillside Road: Variation for a 12.2' rear yard setback where 30' is required for a 2-story addition. Unanimously approved.</p>
November 2016 Meetings/Activities	November 1, 2016
	<p>2301 Lawndale Avenue: Case continued from October 18 ZBA meeting. Applicant revised project to eliminate the patio variation. Case continued from October 18, 2016 ZBA with an open motion to approve 2-2. Previously absent ZBA member voted to bring the case to 3-2 for approval. Case continued with open motion to November 15, 2016 to obtain four concurrent votes. 1026 Elmwood Avenue: Variation for a 2.3' north interior side yard setback to raise the existing roofline (applicant revised project to eliminate 3-story flat-roof addition previously noticed). Unanimously approved.</p>
	November 15, 2016
	<p>516 Dempster Street: Special use permit for an Animal Hospital in the B1 Business District and oDM Dempster-Main Overlay District. 1029 Davis Street: Special use permit for a Commercial Indoor Recreation facility, Title Boxing Club, in the D2 Downtown Retail Core District.</p>
PLANNING AND ZONING	Plan Commission
October 2016 Meetings/Activities	October 12, 2016
	The October Plan Commission meeting was canceled.
November 2016 Meetings/Activities	November 9, 2016
	The November Plan Commission meeting is canceled.

PLANNING AND ZONING	Preservation Commission
October 2016 Meetings/Activities	October 18, 2016
	<p>917 Edgemere Ct. (LSHD): Construction of a new 2-story single-family residence with an attached 3-car garage in front. At the request of the applicant, case continued to December 20, 2016 with no discussion.</p> <p>703 Forest Ave. (L/LSHD): Two-story frame addition with screen porch, and roof top deck. Applicant withdrew application.</p> <p>2771 Crawford Av. – Nomination for landmark designation of the house at 2771 Crawford Av. Commission recommends landmark designation.</p> <p>2603 Sheridan Rd. (L) – New accessible door at rear, walkway and ramp in the front. Rescheduled to November 29 at the request of applicant.</p> <p>1317 Rosalie St. (L) – Replace first floor bathroom double hung wood window (Fibrex material). Approved.</p> <p>1317 Rosalie St. (L) – Replace existing 3 tab asphalt shingles on house and garage roofs with metal S style roof system. Tabled.</p> <p>2241 Sherman Av. (NEHD) – Construct a 2-car detached garage. Approved.</p> <p>1327 Hinman Av. (LSHD) –Demolish existing 3-car detached garage, construct new detached 3-car garage. Approved.</p> <p>614 Clark St. (L) –Replacement of existing double hung and fixed wood windows. Replacement of upper floor windows approved. Leaded glass windows under arched openings to be restored.</p> <p>811 Clinton Pl. (L) – Second story addition at rear facade, replacement 8 windows on second floor; restore 11 windows on first floor sunroom; demolish existing detached garage and construct 2-car detached garage. Approved.</p> <p>618 Colfax St. (NEHD) – Construct 2-story addition at rear façade, new back entry and extend existing shared garage for 2-cars. Approved.</p> <p>628 Colfax St. (NEHD) – One story addition at rear facade. New canopy at the east side entry. New fence at the back of the property. Requires zoning variance for side yard setback (required 10 ft. – proposed 8.5 ft.). Approved. Zoning variance recommended for approval.</p>
November 2016 Meetings/Activities	November 29, 2016
	<p>2603 Sheridan Rd. (L) – Rescheduled from October 18, 2016.</p> <p>913 Monroe St. (L): Replace first floor fixed wood windows (one on the front south elevation, and one on the side east elevation).</p> <p>2350 Orrington Av. (NEHD) – Construction of single family home with detached garage.</p> <p>1865 Sherman Av. (L/NEHD) - New entry addition, addition at north side, brick paver patios and concrete walks.</p> <p>1620 Judson Av. (LSHD) - Replace cedar shingles on all elevations. Brick on west and south elevations. Replacement of all windows, and new entry door.</p>
PLANNING AND ZONING	Preservation Ordinance Review Subcommittee
October 2016 Meetings/Activities	October 6, 2016
	Review of Preservation Ordinance: Subcommittee completed review of Section 2-8-5 (H) to Section 2-8-8 of the Preservation Ordinance.
November 2016 Meetings/Activities	November 3, 2016
	Review of Preservation Ordinance: Subcommittee will start review of Section 2-8-9 of the Preservation Ordinance.
PLANNING AND ZONING	APPROVED & ACTIVE PLANNED DEVELOPMENTS
1611 Chicago Ave. North Shore Residence/The Merion	Renovations in the existing structure are ongoing. The full building permit for the 8-story addition has also 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 an extension to complete the 13 unfinished units in Buildings 2 and 3 and to obtain a building permit for the construction of the last 8 units in Building 1 no later than August 11, 2015. The applicant has completed construction on the 13 units in Buildings 1 and 2, but requested an extension of the PD to obtain the permit for the Building 1 by August 11, 2016. The request for extension was approved by the City Council on July 27, 2015. The last remaining 8-unit building was approved by DAPR Committee on June 29, 2016. The building permit for the 8-unit building was issued on July 29, 2016. Water & sewer permit has been issued; construction is ongoing.

2454 Oakton St. Sports Dome	Approved by City Council on August 11, 2014. The building permit for the foundation was issued on July 29, 2015. The full building permit was issued on September 11, 2015. TCO was issued on January 25, 2016. Sign permits approved for new signage and "No Further Remediation" letter received from IEPA June 2, 2016. Sports dome is now open and in use.
835 Chicago Ave. (Chicago/Main)	The full building permit for the 9-story 112-unit residential building was issued on 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 is available on the ground floor.
1620 Central St.	The 4-story 47-unit multiple-family residential building was approved by the City Council on April 27, 2015. The full building permit was issued on October 20, 2015. Small adjustment to top floor of façade presented and approved by DAPR on January 20, 2016. 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 on April 13, 2015. The building permit for caissons was issued on December 17, 2015. The building permit for foundation and full building permit have been approved; the utility service permits have been issued. Construction is ongoing.
1815 Ridge/1815 Oak	On July 25, 2016, the 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. Staff is awaiting submittal of building permit application materials.
824-828 Noyes Street	On September 26, 2016, the City Council approved a 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. The site will have 35 parking spaces on the ground floor behind the retail space. Staff is awaiting submittal of building permit application materials.

HOUSING & GRANTS	Housing & Community Development Act Committee
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October 2016 Meetings/Activities	October 18, 2016
	The October 18 meeting was cancelled, as there were no items that required action by the Committee. The draft 2017 CDBG allocations made by the Committee at its meeting on September 27 were included in the draft 2017 Action Plan, which was published for the required 30-day comment period on October 14. The comment period closes at the November 15.

November 2016 Meetings/Activities	November 15, 2016
	The agenda for November 15 includes public comment on the draft 2017 Action Plan; the public comment period will be closed following any input provided at the meeting. A summary of any comments received in writing prior to the meeting will be provided to the Committee. The draft Action Plan will be considered and the Committee will vote to approve and recommend its approval to City Council pending receipt of the City's entitlement grant amounts from HUD. The federal government is operating under a continuing resolution that ends on December 9; Congress will need to take action on the 2017 budget once it returns to session on November 14 to avoid a partial shutdown.

HOUSING & GRANTS	Housing and Homelessness Commission
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October 2016 Meetings/Activities	October 6, 2016
	The Commission heard a presentation on emergency overnight shelter in Evanston, as well as a presentation on the Preservation Compact's Equity Assistance Fund. Staff provided budget and project updates.

November 2016 Meetings/Activities	November 3, 2016
	The Commission will hear updates from staff on the TBRA program and discuss the 2017 budget, which allocates \$1.3 million of HOME and Affordable Housing Funds for affordable housing development and/or preservation.

HOUSING & GRANTS	Mental Health Board
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October 2016 Meetings/Activities	October 6, 2016
	The Mental Health Board met to determine allocation suggestions for agencies requesting 2017 MHB funding. Funds were allocated to 19 different agencies for 24 individual programs; approval will be recommended to the Human Services Committee at its December meeting.

November 2016 Meetings/Activities	November 10, 2016
	The MHB meeting has been cancelled.

TRANSPORTATION AND MOBILITY	Transportation / Parking Committee
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October 2016 Meetings/Activities	October 26, 2016
	The T/P Committee met on October 26. In reviewing the draft revised Complete & Green Streets Policy the Committee directed staff to incorporate an air quality metric, expand the inclusionary metric to also consider older adults and people with disabilities, and vet the inclusion of a Transportation Demand Management Plan requirement for PDs.

November 2016 Meetings/Activities	November 16, 2016
	The T/P Committee will review proposed updates for the revised Complete Streets Policy. Following the Committee's review of the updated policy elements at their November and January meetings, the Policy will be presented to A&PW at their February 13 meeting.

October 2016 Meetings/Activities	October 13, 2016
	The third annual Pedal Bright took place on Thursday, October 13 from 4 to 6 PM at the Gibbs-Morrison Cultural Center and the Weber Arch. During the event over 400 sets of lights (each set contained three lights) were distributed to community members.

November 2016 Meetings/Activities	November 15, 2016
	As part of the Transit Planning 4 All Grant initiative, staff will be working with Grant Partner Organizations to host focus group meetings. Input from the meetings will be used to develop a community-wide survey.

BUILDING & INSPECTION SERVICES		Housing Rehabilitation	
Ward	Number of Active Projects	Completed Projects	Projects YTD
2	2	1	3
5	0	4	4
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
2	1152 Dodge Ave	CrossFit Factorial	10/3/2016	General Business License issued 10/20/2016.
2	840 Dodge Ave	Box Evanston	10/25/2016	In review.
2	2401 Main St	Greenwise Organic Lawn Care	10/25/2016	In review.
3	1307 Chicago Ave	Steve's Cleaners	10/3/2016	General Business License issued 10/6/2016.
3	847 Chicago Ave	Fusion Academy	10/21/2016	Pending inspections. License fees paid.
3	707 Chicago Ave	Divine Creative Synergy	10/4/2016	General Business License issued 10/17/2016.
3	847 Chicago Ave	The Main	08/01/2016	General Business License issued 10/21/2016.
4	610 Davis St	TruFit Personal Training	10/19/2016	Pending inspections and payment of license fees.
4	1402 Greenleaf Street	Green Edens Horticultural Services, LLC	05/24/2016	General Business License issued 10/27/2016.
5	1115 Emerson St	Lake City Cleaners	09/05/2016	Pending inspections. License fees paid.
7	2522 Green Bay Rd	Surface Studio, LLC	10/17/2016	General Business License issued 10/18/2016.
8	600 Oakton St	Lake City Cleaners (South Evanston Location)	09/05/2016	Pending inspections. License fees paid.
9	2221 Oakton St	Banfield Pet Hospital	09/19/2016	General Business License issued 9/30/2016.
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 – October 1 - October 31, 2016****Ward 1**

Building Permit Type	No. of Permits Issued
CCCD	2
Demolition	3
Electrical Only	3
Fire Alarm	2
Fire Suppression	2
Foundation	1
Lawn Sprinkler	1
Minor Repair	4
Miscellaneous Site Work	2
Plumbing Only	2
Remodel	4
Roofing	3
Sign-Awning	1
Temporary	1
Water and Sewer	2
Window Replacement	1
Total Permits Issued	34

Ward 2

Building Permit Type	No. of Permits Issued
Addition	1
CCCD	1
Electrical Only	2
Fence	4
Fire Alarm	3
HVAC Work Only	4
Low Voltage Alarm	1
Minor Repair	1
Miscellaneous Site Work	1
New	1
Plumbing Only	8
Remodel	4
Roofing	10
Sign-Awning	2
Temporary	1
Water and Sewer	1
Window Replacement	4
Total Permits Issued	49

Ward 3

Building Permit Type	No. of Permits Issued
CCCD	2
Deck or Porch	2
Demolition	2
Electrical Only	4
Fence	3
Fire Alarm	1
Miscellaneous Site Work	1
Remodel	4
Roofing	10
Sign-Awning	1
Water and Sewer	1
Window Replacement	1
Total Permits Issued	32

Ward 4

Building Permit Type	No. of Permits Issued
Accessory Structure	2
Addition	1
CCCD	2
Deck or Porch	1
Demolition	2
Electrical Only	1
Fire Alarm	1
HVAC Work Only	4
Lawn Sprinkler	1
Low Voltage Alarm	1
Minor Repair	4
Miscellaneous Site Work	5
Plumbing Only	3
Remodel	4
Roofing	3
Sign-Awning	4
Water and Sewer	1
Window Replacement	4
Total Permits Issued	44

BUILDING & INSPECTION
SERVICES

Building Permits Issued by Ward – October 1 - October 31, 2016

Ward 5

Building Permit Type	No. of Permits Issued
Electrical Only	1
Fence	2
HVAC Work Only	1
Minor Repair	2
Plumbing Only	2
Remodel	3
Roofing	4
Sign-Awning	1
Water and Sewer	1
Window Replacement	1
Total Permits Issued	18

Ward 6

Building Permit Type	No. of Permits Issued
Accessory Structure	2
Addition	2
CCCD	1
Deck or Porch	1
Demolition	2
Electrical Only	3
Fence	7
Foundation	1
Hood Fire Suppression	1
HVAC Work Only	1
Low Voltage Alarm	2
Minor Repair	2
Miscellaneous Site Work	3
Plumbing Only	10
Remodel	4
Roofing	16
Temporary	1
Water and Sewer	1
Window Replacement	2
Total Permits Issued	62

Ward 7

Building Permit Type	No. of Permits Issued
Addition	1
CCCD	3
Electrical Only	10
Fence	12
Fire Alarm	3
Fire Suppression	4
HVAC Work Only	1
Lawn Sprinkler	1
Low Voltage Alarm	1
Minor Repair	1
Miscellaneous Site Work	6
Plumbing Only	6
Remodel	11
Roofing	5
Sign-Awning	1
Temporary	8
Water and Sewer	2
Window Replacement	3
Total Permits Issued	79

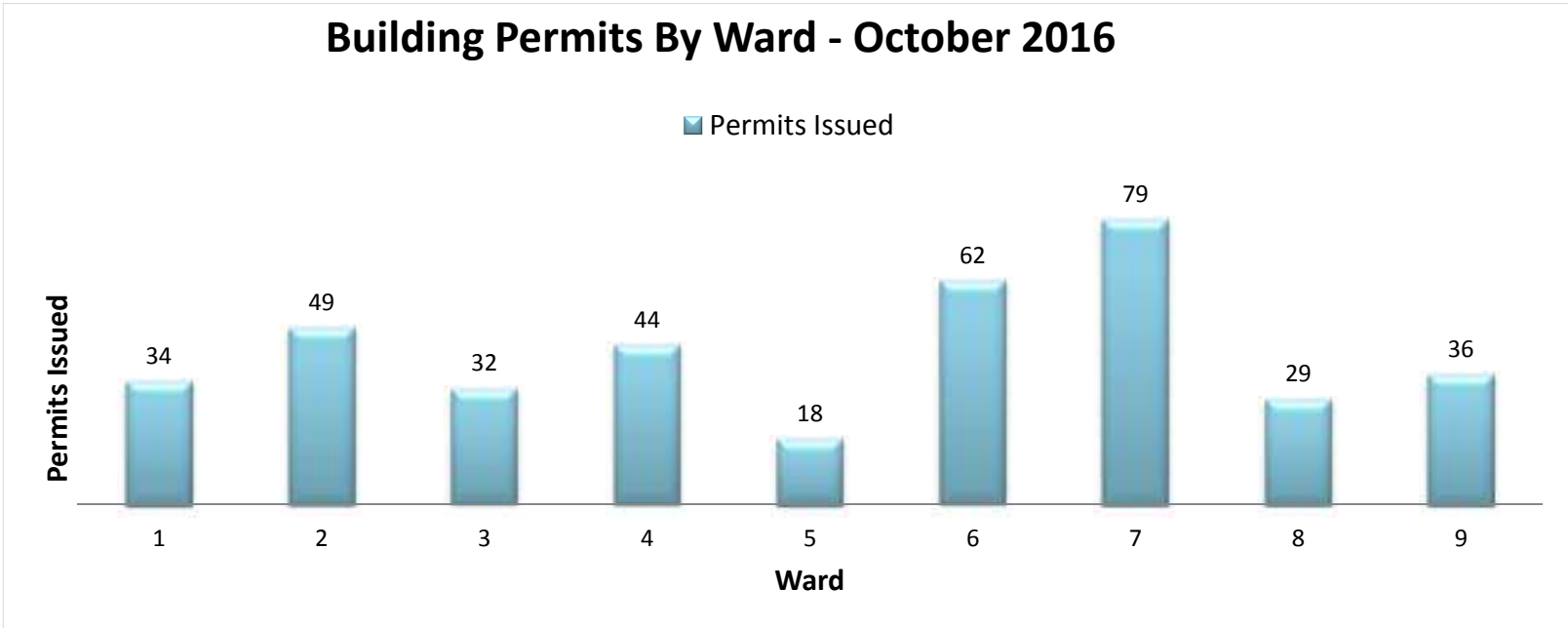
Ward 8

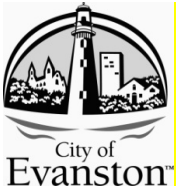
Building Permit Type	No. of Permits Issued
CCCD	1
Demolition	2
Electrical Only	3
Fence	4
Fire Suppression	1
HVAC Work Only	1
Miscellaneous Site Work	2
Plumbing Only	1
Remodel	4
Roofing	5
Sign-Awning	1
Temporary	1
Window Replacement	3
Total Permits Issued	29

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

Ward 9

Building Permit Type	No. of Permits Issued
Accessory Structure	2
Addition	1
Deck or Porch	2
Demolition	2
Electrical Only	2
Fence	1
HVAC Work Only	2
Minor Repair	2
Miscellaneous Site Work	2
Plumbing Only	5
Roofing	8
Temporary	1
Window Replacement	6
Total Permits Issued	36





DATE: November 3, 2016
 TO: Wally Bobkiewicz, City Manager
 FROM: Mark Muenzer, Director of Community Development
 Gary Gerdes, Building and Inspection Services Manager
 SUBJECT: Building Permit & Construction Value Financial Report for October, 2016

BUILDING PERMIT FEES

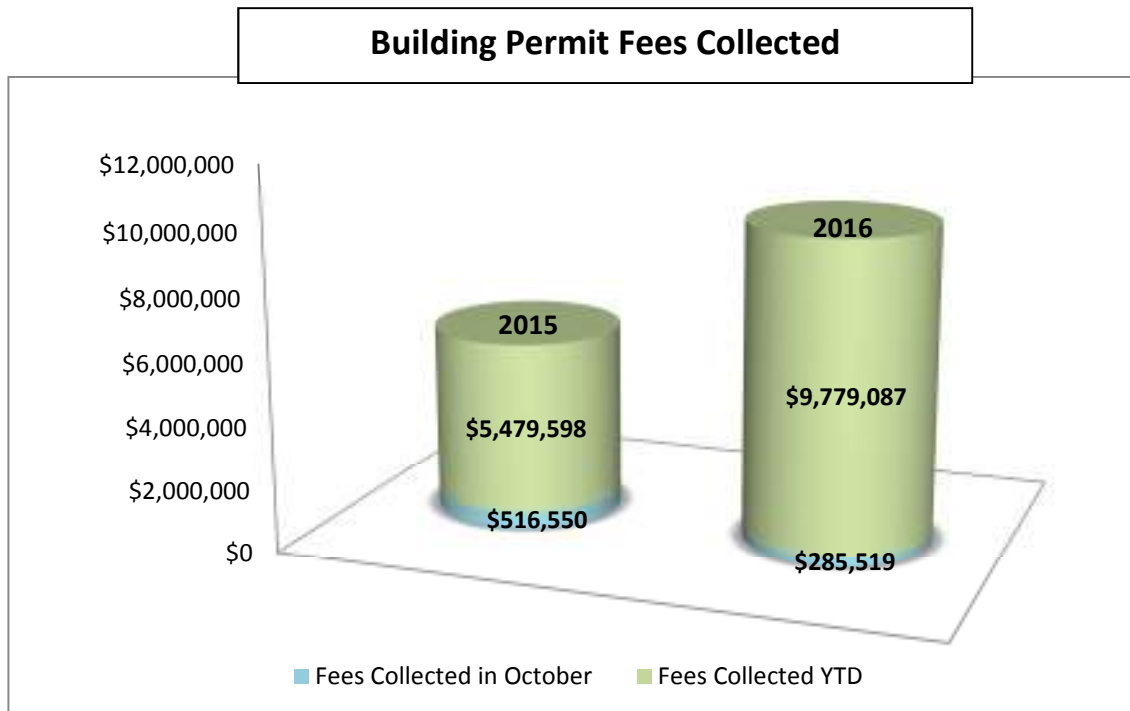
Total Permit Fees Collected for the Month of October 2016	\$ 285,519
Total Permit Fees Collected Fiscal Year 2016	\$ 9,779,087
Total Permit fees Collected for the Month of October 2015	\$ 516,550
Total Permit Fees Collected Fiscal Year 2015	\$ 5,479,598

CONSTRUCTION VALUES

TOTAL CONSTRUCTION VALUE FOR OCTOBER 2016	\$ 13,678,229
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2016	\$ 507,573,739
TOTAL CONSTRUCTION VALUE FOR OCTOBER 2015	\$ 24,595,739
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2015	\$ 293,445,206

OTHER FEES

Total ROW Permit fees Collected for the Month of October 2016	\$ 23,991
Total ROW Permit Fees Collected Fiscal Year 2016	\$ 617,603





Memorandum

To: Honorable Mayor and Members of the City Council

From: Michael Griffith, Development Planner

Subject: Weekly Zoning Report

Date: November 3, 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) 448-8155 or mgriffith@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, October 26, 2016 - November 1, 2016

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	1411-22 Judson	Building Permit	Install paver patio	10/18/16	pending staff review
1	1900 Orrington Avenue	Zoning Analysis	Renovate 4-story apartment building, install ADA lift (NU)	10/19/16	pending additional info from applicant
1	2103 Orrington Avenue	Building Permit	Attic interior renovation st SFR	10/21/16	pending staff review
1	2135 Orrington Avenue	Building Permit	Interior renovation (Seabury-Western Theological Seminary)	11/01/16	pending staff review
2	2323 Greenleaf Street	Building Permit	Construct detached garage and concrete parking pad and sidewalk at SFR	09/28/16	non-compliant, pending revisions
2	1513 Greenleaf Street	Building Permit	Replace existing building with two single-family live/work homes, both to be ADA accessible	10/11/16	pending staff review
2	2119 Greenwood Street	Building Permit	One-story addition	10/21/16	pending staff review
3	1246 Forest Avenue	Building Permit	Reconstruct rear porch	10/14/16	pending staff review
3	635 Forest Avenue	Building Permit	Construct deck	10/20/16	pending staff review
3	117 Kedzie Street	Zoning Analysis	2-story addition at SFR	10/21/16	pending staff review
3	1030 Lake Shore Boulevard	Building Permit	Addition and interior renovation to SFR	10/31/16	pending staff review
4	1006 Ridge Avenue	Building Permit	Various interior and exterior renovation to existing SFR	03/08/16	pending additional information from the applicant
4	1223 Oak Avenue	Building Permit	Interior renovation of bathroom and attic	09/19/16	non-compliant, pending revisions
4	1511 Wilder Street	Building Permit	2-story addition with attached garage, interior and exterior remodel at SFR	10/13/16	pending staff review
4	1326 Greenleaf Street	Building Permit	Replace existing rear porch (mixed-use commercial building)	10/21/16	pending staff review
4	1045 Sherman Avenue	Zoning Analysis	2nd story addition to SFR	10/25/16	pending staff review
4	934 Elmwood Avenue	Zoning Analysis	Addition to SFR	11/01/16	pending staff review
5	2117 Foster Street	Building Permit	Construct new detached garage	08/10/16	pending minor variation determination
5	2034 Maple Avenue	Building Permit	Enlarge front porch, construct new screened rear porch	08/19/16	non-compliant, pending minor variation determination
5	2122 Darrow Avenue	Zoning Analysis	Revisions to construct 6 unit single family attached building (tiny-homes)	08/26/16	non-compliant, pending revisions
5	2415 Lyons Street	Building Permit	Addition to SFR	09/26/16	non-compliant, pending major variation application
5	2118 Jackson Avenue	Building Permit	Interior remodel at SFR	10/13/16	pending staff review
5	1117 Foster Street	Building Permit	Interior remodel at SFR	10/18/16	pending staff review
5	1000 Foster Street	Building Permit	Construct interior demising wall to divide store front into 2 commercial spaces (Evanston Signs)	10/20/16	pending staff review
6	2515 Thayer Street	Building Permit	Second story addition to SFR	05/12/16	pending additional information from applicant
6	2507 Colfax Street	Building Permit	Construct new unilock paver parking pad next to existing concrete driveway	06/30/16	non-compliant, pending major variation application

6	2721 Simpson Street	Building Permit	Interior remodel at SFR	10/13/16	pending staff review
6	2520 Isabella Street	Building Permit	Replace stone walk with concrete walk	10/18/16	pending staff review
6	3615 Hillside Road	Building Permit	Addition to SFR	10/19/16	pending staff review
6	3317 Colfax Street	Building Permit	2nd story addition to SFR	10/20/16	pending staff review
6	2732 Harrison Street	Building Permit	Install paver walk at SFR	10/26/16	pending staff review
7	2022 Central Street	Building Permit	Interior and exterior remodel (Lush Wine and Spirits)	04/15/16	pending final DAPR non-compliant, pending minor variation determination
7	712 Ingleside Place	Building Permit	New detached garage at SFR	09/20/16	
7	2215 Payne Street	Building Permit	Install paver landing at base of steps and sitting area	10/13/16	pending staff review
7	1410 Rosalie Street	Zoning Analysis	1-story addition and porch enclosure at SFR	10/13/16	pending staff review
7	1718 Harrison Street	Zoning Analysis	Construct front porch and 2nd-story addition at rear of SFR	10/17/16	pending staff review
7	2700 Euclid Park Place	Building Permit	Construct outdoor kitchen at SFR	10/20/16	pending staff review
7	2814 Garrison Avenue	Building Permit	Interior remodel at SFR	10/24/16	pending staff review
7	581 Ingleside Park	Building Permit	Additions to SFR	10/27/16	pending staff review
7	2119 Pioneer Road	Building Permit	Construct new SFR	10/28/16	pending staff review
8	318 Custer Avenue	Building Permit	Basement remodel at SFR	08/01/16	pending additional information from the 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	non-compliant, pending revisions pending additional information from the applicant
8	338 Wesley Avenue	Building Permit	ADA ramp at townhome	10/19/16	
9	1327 Kirk Street	Building Permit	Construct detached garage in place of a shed at SFR	05/31/16	non-compliant, pending revisions non-compliant, pending minor variation determination
9	1125 Madison Street	Building Permit	Construct paver patios at SFR	09/22/16	
9	1402 Seward Street	Building Permit	Construct new detached garage	10/13/16	pending staff review
9	1018 South Boulevard	Building Permit	New concrete block parking pad	10/13/16	pending staff review
9	1418 Main Street	Building Permit	Replace rear deck	10/14/16	pending staff review
9	742 Asbury Avenue	Building Permit	Construct new detached garage	10/18/16	pending staff review
9	421 Florence Avenue	Building Permit	Addition to SFR	10/19/16	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	2233 Sherman Avenue	Appeal	Appeal of Zoning Administrator's determination that Residential Care Home distance requirement includes Child Residential Care Homes	09/19/16	ZBA 12/20/16
3	516 Dempster Street	Special Use	Animal Hospital	10/13/16	ZBA 11/15/16 & P&D 12/12/16
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 information from the applicant
4	1029 Davis Street	Special Use	Commercial Indoor Recreation - Title Boxing Club	10/13/16	ZBA 11/15/16 & P&D 12/12/16
5	1924 Grey Avenue	Zoning Complaint	Illegal landscaping business	10/08/15	Re-inspected 08/30/16, notice sent 09/02/16; checked 10/07/16 did not observe a violation
5	2117 Foster Street	Minor Variation	Construct 19.3'x22.5' detached garage in the interior side yard, 6.5' from principal structure, 2' side yard setback	10/13/16	Determination after 11/04/16
5	2034 Maple Avenue	Minor Variation	Construct front and rear porches, 16.5' front setback and 2.93' side setback for porches	10/24/16	Determination after 11/11/16
6	2301 Lawndale Avenue	Major Variation	Street side yard & interior side yard setbacks for a 1-story addition at SFR	09/12/16	ZBA 11/15/16
7	811 Clinton Place	Minor Variation	Building lot increase from 31.5% to 33% for 2nd story addition to residence and larger 2-car detached garage	09/27/16	Determination after 11/04/16
8	1127 Harvard Terrace	Fence Variation	Install 6' tall wood fence zero feet from street side property line	10/17/16	Determination after 11/04/16
9	1125 Madison Street	Minor Variation	Install two patios, impervious lot coverage and patio within interior side yard	10/31/16	Determination after 11/17/16



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: November 4, 2016

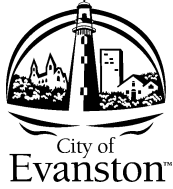
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

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

Inspector Weekly Update
Cases Received, November 4, 2016

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Fences and sidewalks are in good condition and all construction conditions approved. No construction activity at the time of inspection.	10/31/2016
2	1613-27 Church Street (Church Street Village)	New 8 Unit Townhomes	Fences and sidewalks are in good condition. Rough underground plumbing completed. Prep work for building slabs is under way. All construction conditions comply.	10/31/2016
3	835 Chicago Avenue (9-story mixed-used)	Commercial/Residential	Streets and sidewalks are in good condition and opened for pedestrian traffic. Alley and catch basin are clean and all construction conditions comply. Contractor has been contacted to repair relocated street light.	10/31/2016
4	1571 Maple Avenue	Mixed Use Building	Steel framework and pre-cast concrete decking are in progress. There are no obstructions in the public ways. Catch baskets are free of dirt. Fencing and dust control screening is in place and plumb.	11/1/2016
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Glass guards are installed around the main floor stairway opening. Display case staging and CTV monitor installation continues on floors 1 through 3. Exterior of the job is clean and in order. Catch basket is clean.	11/1/2016
5	1911 Church Street (Y.O.U. Building)	New Youth Center	Masonry is nearing completion on all sides of the building. Private sidewalks have been poured. Windscreens, construction and silt fences are in place and stand plumb. Project manager has been informed to clean neighboring storm structures.	11/1/2016
7	1620 Central Avenue	New 47 Unit Apartment Building	Interior rough-in work continues on all floors. Concrete has been poured for front stairs and ramp. The GC has requested to move the construction fence on the north to allow work on public sidewalk and parkway. The GC was advised to clean catch baskets on Central.	11/2/2016
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Landscaping is being finished and the drive isle on the south side has been paved. Fence with windscreen and silt fences are still in place. Floating silt fence is in good condition and neighboring catch baskets are clear.	11/3/2016
7	2255 Campus (Ryan/Walter Athletic Center)	Lakeside Athletic Facility	Construction and soil erosion fences are in place and plumb. Truck cleaning station is in place and functional. Shoring panels at the south end have been installed. The job site is being kept in order.	11/1/2016
7	560 Lincoln (NU Residence Hall)	New Dormitory	Plumbing and electrical trades are installing on the 4th floor. HVAC ducts and pipe fitting are almost complete on floors 1 through 7 and fire protection has reached the 6th floor. Brick masonry has begun on the front face of the building. Site is being kept in order.	11/2/2016



Memorandum

To: Honorable Mayor and Members of the City Council

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

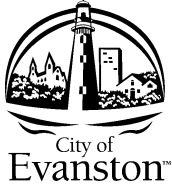
Subject: Food Establishment Application Weekly Report

Date: November 4, 2016

The table below is the weekly report of all applications for Food Establishments received during the week of October 30, 2016.

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

Establishment Name	Address	Ward	Application Received on	Type	Proposed Opening Date
Goodwill	1916 Dempster	2	11/2/2016	Food Establishment License	Not yet determined
In Grape Company	1740 Ridge	2	10/31/2016	Food Establishment Change of Address	Open



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: November 4, 2016

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

Please contact me at (847) 448-8160 or twhittington@cityofevanston.org 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
2	Kabul House	2424 Dempster Street	D	Restaurant (Liquor)	Sun: Noon – 10 pm; Mon – Sat: 11 am – 10 pm	10/20/16	Pending Liquor Board Meeting
2	The Caterist	940 Pitner Ave., Suite 5	T	Caterer (Beer/Wine)	Sun: 10 am-2 am; Mon-Thu: 10 am-1 am; Fri-Sat: 10 am-2 am	9/13/16	Pending City Council Action
3	Asian Cajun Too	1322 Chicago Ave	D	Restaurant (Liquor)	Sun: Noon – 9pm; Mon – Thu: 3pm – 10 pm; Fri: 3 pm – 11 pm; Sat: Noon – 11 pm	8/2/16	Pending City Council Action
7	Pita 1	1926 Central Street	H	Restaurant (Liquor)	Sun: 11 am – 8 pm; Mon – Thu: 11 am – 9 pm; Fri: 11 am – 1 am ; Sat: 11 am – 1 am	9/12/16	Pending Liquor Board Meeting
1	Dave's New Kitchen	815 Noyes Street	D	Restaurant (Liquor)	Mon-Sun: 11 am – 11 pm	10/21/16	Pending Liquor Board Meeting
1	The Stained Glass (Change from C to I)	1735 Benson Ave	I	Restaurant/Package Store (Liquor)	Mon – Thu: 5 pm – 11 pm; Fri-Sat: 5 pm – 12:00 am; Sun: 11 am – 11 pm	10/21/16	Pending Liquor Board Meeting
8	Quad Indoor Sports	2454 Oakton Street	W	Commercial Indoor Recreation Facility (Beer/Wine)	Sun: Noon – 10 pm; M-F 6 pm – 2 am; Sat: Noon - ??	10/24/16	Pending Liquor Board Meeting

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 NOVEMBER 4, 2016

CHICAGO CUBS WORLD SERIES CHAMPIONS!!

NWMC Board to Meet Next Week

We look forward to seeing you all next Wednesday night for the NWMC Board meeting. Highlighting the agenda will be a recommendation to appoint *Northbrook Village President Sandy Frum* to the Executive Committee of the Metropolitan Mayors Caucus. The board will receive an update from the very successful October 25 NWMC Surplus Vehicle and Equipment Auction and consider recommendations to hold the 2017 NWMC Legislative Brunch on Saturday, January 21 and approve the NWMC Financial and Investment policies. Finally, staff will recap the results from the November 8 election and discuss potential impacts on the 2017 session of the Illinois General Assembly. *Staff contacts: Mark Fowler, Larry Bury*

MMC Economic Development Committee to Discuss Re-Tooling Suburban Job Centers

From the desk of Metropolitan Mayors Caucus (MMC) Executive Director Dave Bennett:

On behalf of Committee Chair, *President Karen Darch of Barrington*, and the other Mayors on the Committee, you are cordially invited to attend the next meeting of the Mayors Caucus Regional Economic Development Committee. The Committee will hear a presentation from Steve Friedman of S.B. Friedman and Company on research his firm has done on the growth of jobs in the downtowns of central cities and how this phenomenon has resulted in the re-tooling of job centers in surrounding suburbs. We thought this might be a topic which would be of interest to you and other Mayors in the region.

The next REDC meeting is scheduled for Tuesday, November 15th, at 1:00 pm in the DuPage County Room at the Chicago Metropolitan Agency for Planning, 233 S Wacker Drive, Suite 800, in Chicago. Please let me know if you plan to attend so we can submit your name to building security.

Also, to prime you for Steve Friedman's presentation, here is a link to an article from *Governing* magazine which features Steve's thoughts on how suburbs can adapt to the changing job market: <http://www.governing.com/topics/urban/gov-urban-downtown-economic-development.html>. *Staff contact: Mark Fowler*

Meetings and Events

NWMC Finance Committee will meet Wednesday, November 9 at noon via teleconference.

NWMC Board of Directors will meet Wednesday, November 9 at 7:00 p.m. at Oakton Community College, Room 1604 in *Des Plaines*.

NWMC Bicycle/Pedestrian Committee will meet Tuesday, November 15 at 10:30 a.m. at the NWMC offices.

NWMC Legislative Committee will meet Wednesday, November 16 at 8:30 a.m. at the NWMC offices.