



# Memorandum

To: Mayor Tisdahl and Members of the City Council  
From: Wally Bobkiewicz, City Manager  
Subject: City Manager's Weekly Update  
Date: September 30, 2016

## STAFF REPORTS BY DEPARTMENT



Weekly Report for September 23, 2016 – September 29, 2016

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

Weekly Bids Advertised  
Council Meeting Agenda Schedule  
August 2016 Financial Report

### **Community Development**

Zoning Report  
Inspection Report

### **Health Department**

Food Establishment Application Weekly Report

### **Law Department**

Weekly Liquor License Applications Report

### **Legislative Reading**

NWMC Weekly Briefing

**PUBLIC NOTICES, AGENDAS & MINUTES**

**Tuesday, October 4, 2016**

Special City Council

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

Human Services Committee

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

Zoning Board of Appeals

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

**Wednesday, October 5, 2016**

Liquor Control Review Board

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

Design & Project Review Committee

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

**Thursday, October 6, 2016**

Housing and Homelessness Commission

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

Mental Health Board

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



# Weekly Update

Below is a brief summary of activities in the 311 Center for the period of September 23, 2016 through September 29, 2016.

	<b>CURRENT WEEK'S TOTALS</b>	<b>PREVIOUS WEEK'S TOTALS</b>
<b>CALLS HANDLED</b>	<b>2583</b>	<b>2630</b>
<b>SERVICE REQUESTS</b>	<b>627</b>	<b>649</b>
<b>TOTAL CHATS</b>	<b>37</b>	<b>41</b>
<b>TOTAL TEXT</b>	<b>17</b>	<b>28</b>

## **Top 5 Service Requests**

## **Total**

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

1. Building Permit Inspection Request	111
2. Trash – Special Pick up	51
3. Tree Evaluation	42
4. Broken Parking Meter	41
5. Graffiti	19

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

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

<b>Weekly Telephone Wrap Up Data</b>	
<b>Category/Department</b>	<b>Total</b>
Administrative Services –Parking	247
Administrative Services -Finance	34
Administrative Services -HR	26
Administrative Services - Other	92
City Clerk’s Office	65
City Manager’s Office	24
ComDev / Economic Development	16
ComDev/ Bldg Inspections	327
ComDev / Housing Rehab	1
ComDev / Planning/Zoning	25
General Assistance	3
Fire Life Safety	38
PublicStuff Request	284
Health	150
Information	458
Law	15
Library	2
Mayor’s Office	19
Other/311	146
Other – Social Services	20
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	14
Parks – Other	5
Parks/Recreation	29
Parks – Forestry	54
Parks- Recreation Programs	39
Police	145
Public Works / Fleet	3
Public Works / Street Sanitation	120
Public Works / Engineering	62
Tax Assessment Office	2
Utilities – Power	6
Utilities – Sewer	8
Utilities – Water	103
<b>TOTAL</b>	<b>2583</b>



# 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 September 26, 2016

Date: September 30, 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 September 26, 2016**

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
RFQ CIPP Pre- Qualification RFP 2017-2019	Public Works Agency	The City of Evanston Public Works Agency is requesting information and a Statement of Qualifications to perform Cured-In-Place Pipe (CIPP) rehabilitation of the City's combined sewer system. The sewer mains range in size from 8-inch diameter to 72-inch diameter. All potential Contractors must submit a qualification	\$334,000	Oct 18	Nov 14

		<p>package whether or not they have previously been determined to be pre-qualified by the City of Evanston. Contractors deemed pre-qualified as part of this current process will be permitted to submit bids for this type of work in Evanston for the next three-year period (2017, 2018, &amp; 2019). Only pre-qualified Contractors will be allowed to bid on these types of projects during this time period.</p>			
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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  
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
	10/4/2016	Special Exec Session (Litigation, Personnel, Minutes)		CC	Bobkiewicz	6:00 PM
	10/4/2016	Human Services				7:00 PM
Mayor	10/10/2016	National Community Planning Month	PR	CC	Francellno	
Mayor	10/10/2016	National Fire Prevention Week	PR	CC	Francellno	
Legal	10/10/2016	Wireless Cell Tower Ordinance	D	APW	Farrar	
PWA	10/10/2016	Crosswalk on Dempster and Ashland	D	APW	Stoneback	
PRCS	10/10/2016	YJC Career Pathways Agmt Renewal	B	APW	Hemingway	
PWA	10/10/2016	Howard St Signals Change Order 1	B	APW	Stoneback	
PWA	10/10/2016	Parking Lot Engr Svcs Change Order 1	B	APW	Stoneback	
PWA	10/10/2016	Survey Engr Svcs Contract (2017 Water Main Project)	B	APW	Stoneback	
PWA	10/10/2016	Water Treatment Chemical Purchase	B	APW	Stoneback	
PWA	10/10/2016	CIPP Sewer Contract B	B	APW	Stoneback	
Admin Services	10/10/2016	Furniture Contract	B	APW	Storlie	
CMO	10/10/2016	Howard/Hartrey TIF Closure	B	APW	Lyons	
CMO	10/10/2016	Single Audit 2015	B	APW	Lyons	Accept and Place on File
CMO	10/10/2016	Police Fire 2016 Actuary Report	B	APW	Lyons	Accept and Place on File
Legal	10/10/2016	City Manager Contract Updates	R	APW	Farrar	
Admin Services	10/10/2016	USPS Parking Lot Lease	R	APW	Storlie	
Admin Services	10/10/2016	Parking Meter Changes	O	APW	Storlie	
Admin Services	10/10/2016	Sale of Surplus Property	O	APW	Storlie	
		Planning & Development Committee		PD		Cancelled
CMO	10/17/2016	Distinguished Budget Presentation Award to Martin Lyons (GFOA)	P	CC	Bobkiewicz	7:00 PM
CMO	10/17/2016	Sheridan Road Bike Lanes and Traffic Issues	SPB	CC	Bobkiewicz	Action
CMO	10/17/2016	Budget Discussion	SPB	CC	Lyons	
PWA	10/24/2016	Dodge Ave Bike Lane Presentation	SPB	CC	Stoneback	Action
CMO	10/24/2016	Harley Clarke	SPB	CC	Bobkiewicz	Action
PWA	10/24/2016	Sheridan Rd Construction Engr Svcs	B	APW	Stoneback	
PWA	10/24/2016	Sheridan Rd Construction Funding Agmt	R	APW	Stoneback	

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CMO	10/24/2016	Right of Way Permit for ERUV	R	APW	Bobkiewicz	
Admin Services	10/24/2016	Tow Ordinance Revision	O	APW	Storlie	
CD	10/24/2016	Zoning Text Amend. - Inclusionary Housing Ordinance Bonuses	O	APW	Muenzer	
Legal	10/24/2016	Liquor License Code Updates	O	APW	Farrar	
Legal	10/24/2016	Ord 110-O-16 - Comprehensive Business Regulations Clean-Up	O	APW	Farrar	
CD	10/24/2016	Wireless Cell Tower	O	APW	Muenzer	
	10/24/2016	Exec Session - Work Comp		CC		
CMO	10/29/2016	Special City Council Meeting - Public Hearing (Truth in Taxation, FY2017 Budget), and Preliminary Tax Levy Estimate	SPB	CC	Lyons	9:00 AM
Admin Services	11/14/2016	Portable Generator Purchase	B	APW	Storlie	
CD	11/14/2016	Complete Streets Policy Revision	B	APW	Muenzer	
CMO	11/14/2016	Smylie Lease	B	APW	Lyons	
PRCS	11/28/2016	Farmers Market Regulations	O	HS	Hemingway	
PWA	11/28/2016	Benchmarking Ordinance	O	APW	Stoneback	Action (held from 9/26)
PRCS	12/12/2016	Noyes Tenant Leases	R	APW	Hemingway	
PWA	1/23/2017	CMAQ Applications Approval	B	APW	Stoneback	
<b>Council &amp; Committee Meetings</b>						
Tues, Oct 4	6:00 PM	Special Executive Session				
Tues, Oct 4	7:00 PM	Human Services Committee				
Thurs, Oct 6	7:00 PM	Housing and Homelessness Commission				
Mon, Oct 10	6:00 PM	A&PW, P&D, City Council meetings				
Mon, Oct 17	7:00 PM	City Council/Budget Discussion				
Tues, Oct 18	7:00 PM	Housing & Community Development Act Committee				
Wed, Oct 19	6:30 PM	M/W/EBE Development Committee				
Mon, Oct 24	6:00 PM	A&PW, P&D, City Council meetings				
Wed, Oct 26	6:00 PM	Transportation/Parking Committee				
Wed, Oct 27	7:00 PM	Economic Development Committee				



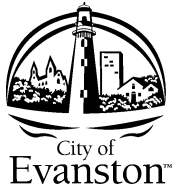
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
<b><u>DEFERRED</u></b>	<b>Date</b>	<b>Item</b>	<b>Action</b>	<b>Committee</b>	<b>Staff</b>	
<b>Dept</b>						
CD		Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
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
PWA		AVL Purchase	B	APW	Stoneback	
CMO		Animal Stray Hold Policy	O	HS	Bobkiewicz	(discussion at Animal Board mtg 7/13)



# Memorandum

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

From: Ashley King, Finance Division Manager

Subject: August 2016 Monthly Financial Report

Date: September 30, 2016

Please find attached the unaudited financial statements as of August 31, 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	81,911,649	74,941,359	6,970,290	17,674,579	10,473,240
176	HEALTH AND HUMAN SERVICES	589,863	438,754	151,109	151,109	186,514
175	GENERAL ASSISTANCE FUND	843,668	528,691	314,977	828,216	829,959
180	GOOD NEIGHBOR FUND		333,333	(333,333)	(333,333)	666,667
185	LIBRARY FUND	6,298,623	4,158,077	2,140,546	2,294,417	2,810,129
195	NSP2	36,422	64,176	(27,754)	(27,754)	149,605
200	MOTOR FUEL TAX FUND	1,253,509	1,615,866	(362,358)	1,468,035	1,325,673
205	EMERGENCY TELEPHONE (E911)	537,754	862,938	(325,184)	226,534	51,819
210	SPECIAL SERVICE AREA (SSA) #4	318,364	161,500	156,864	(33,680)	(33,680)
215	CDBG FUND	614,846	674,785	(59,939)	(57)	(56)
220	CDBG LOAN	74,330	121,732	(47,402)	110,963	164,488
225	ECONOMIC DEVELOPMENT FUND	1,734,631	1,450,779	283,852	2,839,834	2,505,146
235	NEIGHBORHOOD IMPROV				169,915	169,915
240	HOME FUND	142,130	143,412	(1,282)	3,488	3,488
250	AFFORDABLE HOUSING FUND	223,851	111,549	112,302	1,106,182	1,041,337
186	LIBRARY DEBT SERVICE FUND	360,944	72,675	288,270	324,934	174,481
300	WASHINGTON NATIONAL TIF	4,687,755	2,761,872	1,925,882	8,368,312	8,447,231
305	SPECIAL SERVICE AREA (SSA) #5	287,860	17,250	270,610	796,039	796,039
310	HOWARD-HARTREY TIF	1,235,080	1,604,222	(369,142)	911,973	973,044
315	SOUTHWEST TIF FUND					
330	HOWARD-RIDGE TIF FUND	616,151	356,552	259,599	259,599	233,247
335	WEST EVANSTON TIF FUND	8,241	24,911	(16,671)	425,592	433,914
345	CHICAGO-MAIN TIF	580,000	608,506	(28,506)	283,564	283,564
320	DEBT SERVICE FUND	12,099,577	4,162,227	7,937,350	10,533,466	10,548,262
350	SSA #6	219,528		219,528	219,528	219,528
415	CAPITAL IMPROVEMENTS FUND	4,510,206	2,755,469	1,754,738	7,271,779	7,996,635
420	SPECIAL ASSESSMENT FUND	144,881	240,477	(95,597)	2,587,184	2,583,647
505	PARKING SYSTEM FUND	7,398,972	4,967,772	2,431,200	13,209,074	12,752,840
510	WATER FUND	18,185,418	20,313,308	(2,127,890)	7,095,313	4,524,011
515	SEWER FUND	9,474,772	7,238,707	2,236,066	6,248,874	3,714,612
520	SOLID WASTE FUND	3,219,328	3,016,884	202,443	(1,026,114)	(1,544,614)
600	FLEET SERVICES FUND	2,267,053	1,663,174	603,879	969,339	295,260
601	EQUIPMENT REPLACEMENT FUND	1,001,588	22,102	979,485	2,257,174	1,862,103
605	INSURANCE FUND	10,953,264	11,519,759	(566,495)	(930,991)	1,854,960
		171,830,254	146,952,816	24,877,438	86,283,089	76,493,008

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 August 31, 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 August 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 August 31, 2016, the General Fund is reporting a net surplus of \$6,970,290. The attached supplemental charts show the General Fund Revenues at 73.0% of budget and expenses lower at 67.01%. The August target is 66.7%. 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 August 31, 2016. The net surplus is anticipated to be mitigated by the 3 payrolls in December. Parks and Recreation seasonal expenses will continue to show up in reports through September.

Through August 31, 2016, the SSA #4 Fund is showing a negative cash balance of \$33,680 due to the timing of payments to the Downtown Evanston group and receipt of property taxes.

Through August 31, 2016, the CDBG Fund is showing a negative cash balance of \$56 which will be reimbursed from August draw-downs.

Through August 31, 2016, the Economic Development Fund is showing a fund balance of \$2,839,834 and a cash balance of \$2,505,146.

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 August 31, 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 August 31, 2016, the Solid Waste Fund has a negative fund balance of \$1,026,114 and a negative cash balance of \$1,544,614.

Through August 31, 2016, the Insurance Fund is showing a negative fund balance of \$930,991 with a cash balance of \$1,854,960.

If there are any questions on the attached report, please contact me by phone at (847) 859-7884 or by email: [aking@cityofevanston.org](mailto: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 August 31, 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



## Income Statement

Through 08/31/16  
Summary Listing

### Fund 100 - GENERAL FUND

Classification	2016 Budget	Aug Actual	YTD Actual	%	2015 Actual
Property Taxes	27,417,407	2,948,260	26,719,635	97.46%	25,915,970
Other Taxes	45,986,550	3,815,831	28,507,823	61.99%	44,978,985
License	5,329,777	439,332	2,327,777	43.67%	5,324,137
Permit	9,276,550	565,142	9,597,351	103.46%	6,704,846
Fee	125,700	1,330	44,104	35.09%	155,619
Fines and Forfeitures	4,609,825	297,186	2,233,804	48.46%	3,548,230
Parking Charges for Services	640,000	6,695	6,695	1.05%	640,000
Parks and Recreation Charges for Services	5,374,751	494,452	4,603,092	85.64%	5,406,379
Other Charges for Services	2,433,216	190,626	1,646,050	67.65%	2,239,528
Interfund Transfers	8,842,365	646,242	5,169,934	58.47%	7,836,484
Intergovernmental Revenue	765,727	66,052	476,154	62.18%	670,245
Other Revenue	1,286,843	74,555	563,259	43.77%	894,703
Interest Income	50,000	2,739	15,971	31.94%	6,572
<b>REVENUE TOTAL</b>	<b>112,138,711</b>	<b>9,548,441</b>	<b>81,911,649</b>	<b>73.04%</b>	<b>104,321,698</b>

### EXPENSE

13 - CITY COUNCIL	424,958	32,849	278,956	65.64%	419,962
14 - CITY CLERK	263,203	20,853	190,859	72.51%	283,764
15 - CITY MANAGER'S OFFICE	6,989,746	441,431	3,947,365	56.47%	1,814,469
17 - LAW	1,130,000	79,390	659,459	58.36%	1,051,325
19 - ADMINISTRATIVE SERVICES	9,634,173	658,644	5,487,142	56.95%	9,763,951
21 - COMMUNITY DEVELOPMENT	2,782,897	193,612	1,589,569	57.12%	2,425,618
22 - POLICE	37,696,278	2,169,323	26,979,255	71.57%	37,239,961
23 - FIRE MGMT & SUPPORT	22,601,742	1,178,406	17,073,983	75.54%	21,331,507
24 - HEALTH	3,610,779	233,326	2,029,874	56.22%	3,212,848
26 - PUBLIC WORKS	-	5,286	-	#DIV/0!	18,148,755
30 - PARKS, REC. AND COMMUNITY	11,845,590	1,313,542	7,800,064	65.85%	11,180,116
40 - PUBLIC WORKS AGENCY	14,861,248	1,136,235	8,904,834	59.92%	-
<b>EXPENSE TOTAL</b>	<b>111,840,614</b>	<b>7,462,897</b>	<b>74,941,359</b>	<b>67.01%</b>	<b>106,872,275</b>

### Fund 100 - GENERAL FUND Totals

<b>REVENUE TOTALS</b>	112,138,711	9,548,441	81,911,649	59%	104,321,698
<b>EXPENSE TOTALS</b>	111,840,614	7,462,897	74,941,359	53%	106,872,275
<b>Fund 100 - GENERAL FUND Net Gain</b>	<b>298,097</b>	<b>2,085,544</b>	<b>6,970,290</b>	<b>2,338%</b>	<b>(2,550,577)</b>



# Income Statement

Through 08/31/16  
Summary Listing

## Fund 505 - PARKING SYSTEM FUND

Classification	2016 Budget	Aug Actual	YTD Actual	%	2015 Actual
Permit	-	-	3,000	+++	150
Parking Charges for Services	6,379,675	768,932	4,620,146	72.42%	6,010,558
Parks and Recreation Charges for Services	65,000	-	168,500	259.23%	-
Interfund Transfers	3,711,770	309,314	2,474,512	66.67%	2,925,296
Intergovernmental Revenue	12,125	-	-	0.00%	-
Other Revenue	119,216	9,577	114,643	96.16%	153,545
Interest Income	35,070	3,207	18,171	51.81%	18,260
<b>REVENUE TOTAL</b>	<b>10,322,856</b>	<b>1,091,031</b>	<b>7,398,972</b>	<b>71.68%</b>	<b>9,107,809</b>
Employee Pay	23,000	343	16,455	71.54%	29,187
Benefits	1,160,688	77,551	709,065	61.09%	966,953
Pensions	113,349	7,523	67,553	59.60%	(33,034)
Services	3,022,411	232,094	1,942,316	64.26%	2,616,554
Supplies	278,864	12,829	127,104	45.58%	243,068
Capital Outlay	3,474,000	93,415	535,986	15.43%	128,726
Insurance and Other Chargebacks	507,900	42,154	329,860	64.95%	478,187
Depreciation Expense	2,873,395	-	-	0.00%	2,846,227
Contingencies	11,000	438	3,411	31.01%	6,951
Debt Service	3,917,652	-	199,979	5.10%	503,423
Miscellaneous	252,000	105,649	166,852	66.21%	23,687
Interfund Transfers	1,303,783	108,649	869,189	66.67%	923,092
<b>EXPENSE TOTAL</b>	<b>16,938,042</b>	<b>680,645</b>	<b>4,967,772</b>	<b>29.33%</b>	<b>8,733,020</b>
<b>Fund 505 - PARKING SYSTEM FUND</b>					
<b>REVENUE TOTALS</b>	<b>10,322,856</b>	<b>1,091,031</b>	<b>7,398,972</b>	<b>72%</b>	<b>9,107,809</b>
<b>EXPENSE TOTALS</b>	<b>16,938,042</b>	<b>680,645</b>	<b>4,967,772</b>	<b>29%</b>	<b>8,733,020</b>
<b>Fund 505 - PARKING SYSTEM FUND Net</b>	<b>(6,615,186)</b>	<b>410,386</b>	<b>2,431,200</b>		<b>374,789</b>



# Income Statement

Through 08/31/16  
Summary Listing

## Fund 510 - WATER FUND

Classification	2016 Budget	Aug Actual	YTD Actual	%	2015 Actual
Fee	70,000	5,525	65,202	93	105,483
Water Charges for Services	15,133,000	372,799	10,873,242	72	15,141,770
Sewer Charges for Services	39,000	4,612	29,922	77	40,911
Other Charges for Services	126,000	-	134,330	107	125,545
Interfund Transfers	-	300,000	6,997,244	+++	2,354,582
Other Revenue	22,348,400	(3,353)	75,989	0	350,065
Interest Income	1,600	1,781	9,489	574	3,448
<b>REVENUE TOTAL</b>	<b>37,718,000</b>	<b>681,365</b>	<b>18,185,419</b>	<b>###</b>	<b>18,121,804</b>
Employee Pay	210,465	14,466	119,191	57	157,679
Benefits	3,888,603	295,774	2,508,448	65	3,884,943
Pensions	360,355	29,796	250,286	69	(114,870)
Services	2,098,760	137,049	944,543	35	1,250,874
Supplies	1,392,190	67,948	534,840	38	1,048,119
Capital Outlay	75,800	638,101	5,506,830	144	105
Insurance and Other Chargebacks	1,114,195	91,165	732,333	66	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	591,859	9,332,119	266	3,692,565
<b>EXPENSE TOTAL</b>	<b>13,759,949</b>	<b>1,866,158</b>	<b>20,313,308</b>	<b>###</b>	<b>13,294,439</b>
Fund <b>510 - WATER FUND</b> Totals					
REVENUE TOTALS	37,718,000	681,365	18,185,419	30%	18,121,804
EXPENSE TOTALS	13,759,949	1,866,158	20,313,308	107%	13,294,439
Fund <b>510 - WATER FUND</b> Net Gain	23,958,051	(1,184,793)	(2,127,890)	(15%)	4,827,365



# Income Statement

Through 08/31/16  
Summary Listing

## Fund 515 - SEWER FUND

Classification	2016 Budget	Aug Actual	YTD Actual	%	2015 Actual
Sewer Charges for Services	12,869,000	1,511,204	8,917,089	69.29%	12,491,290
Other Charges for Services	19,650	-	-	0.00%	19,650
Other Revenue	984,165	-	554,863	56.38%	2,962
Interest Income	1,000	169	2,820	###	2,706
<b>REVENUE TOTAL</b>	<b>13,873,815</b>	<b>1,511,373</b>	<b>9,474,772</b>	<b>68.29%</b>	<b>12,516,607</b>
Employee Pay	57,040	3,745	24,938	43.72%	60,837
Benefits	881,327	60,221	566,872	64.32%	858,361
Pensions	86,092	6,169	55,135	64.04%	(27,099)
Services	903,500	28,332	233,904	25.89%	90,109
Supplies	92,300	6,502	24,001	26.00%	18,817
Capital Outlay	3,048,314	60,043	723,144	23.72%	13,609
Insurance and Other Chargebacks	414,439	34,033	272,372	65.72%	412,461
Depreciation Expense	-	-	-	#DIV/0!	3,443,723
Debt Service	9,222,913	205,395	4,817,425	52.23%	1,550,407
Miscellaneous	1,500	-	5,000	###	3,306
Interfund Transfers	773,876	85,447	515,915	66.67%	735,235
<b>EXPENSE TOTAL</b>	<b>15,481,301</b>	<b>489,887</b>	<b>7,238,707</b>	<b>46.76%</b>	<b>7,159,766</b>
Fund <b>515 - SEWER FUND</b> Totals					
<b>REVENUE TOTALS</b>	13,873,815	1,511,373	9,474,772	68%	12,516,607
<b>EXPENSE TOTALS</b>	15,481,301	489,887	7,238,707	47%	7,159,766
Fund <b>515 - SEWER FUND</b> Net Gain	(1,607,486)	1,021,487	2,236,066		5,356,842





# Income Statement

Through 08/31/16  
Summary Listing

## Fund 520 - SOLID WASTE FUND

Classification	2016 Budget	Aug Actual	YTD Actual	%	2015 Actual
License	275,000	-	81,934	29.79%	213,490
Other Charges for Services	3,632,394	305,793	2,371,390	65.28%	3,561,584
Interfund Transfers	1,055,967	87,997	703,978	66.67%	1,055,967
Other Revenue	238,000	11,935	62,025	26.06%	228,469
<b>REVENUE TOTAL</b>	<b>5,201,361</b>	<b>405,726</b>	<b>3,219,328</b>	<b>61.89%</b>	<b>5,059,510</b>
Employee Pay	25,000	658	28,373	113.49%	41,358
Benefits	649,690	50,493	399,255	61.45%	574,692
Pensions	63,718	4,890	40,796	64.03%	(15,981)
Services	3,679,126	315,898	2,073,215	56.35%	3,644,097
Supplies	53,050	6,210	36,537	68.87%	73,788
Capital Outlay	25,750	-	2,664	10.35%	24,738
Insurance and Other Chargebacks	129,690	11,805	89,673	69.14%	249,232
Debt Service	-	-	1,144	#DIV/0!	68,419
Miscellaneous	15,000	-	12,232	81.55%	-
Interfund Transfers	499,493	41,624	332,995	66.67%	490,106
<b>EXPENSE TOTAL</b>	<b>5,140,517</b>	<b>431,579</b>	<b>3,016,884</b>	<b>58.69%</b>	<b>5,150,448</b>
Fund <b>520 - SOLID WASTE FUND</b> Totals					
<b>REVENUE TOTALS</b>	5,201,361	405,726	3,219,328	62%	5,059,510
<b>EXPENSE TOTALS</b>	5,140,517	431,579	3,016,884	59%	5,150,448
Fund <b>520 - SOLID WASTE FUND</b> Net Gain	60,844	(25,853)	202,443		(90,938)



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Michael Griffith, Development Planner

Subject: Weekly Zoning Report

Date: September 29, 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](mailto:mgriffith@cityofevanston.org) if you have any questions or need additional information.

**Zoning Weekly Update**  
**Cases Received and Pending, September 21, 2016 - September 27, 2016**

**Zoning Reviews**

Ward	Property Address	Type	Project Description	Received	Status
1	820 Church Street	Building Permit	Bike paver pad, bike pump (First Bank & Trust)	09/12/16	pending staff review
1	2241 Sherman Ave	Building Permit	Construct 2-car garage at SFR	09/14/16	pending staff review
1	2317 Ridge Avenue	Building Permit	Remove and replace concrete walks and patio with pavers	09/14/16	pending staff review
1	325 Lake Street	Building Permit	Interior remodel of attic, dormers at SFR	09/21/16	pending staff review
2	1414 Lyons Street	Building Permit	Interior remodel	08/24/16	pending staff review
2	1219 Dodge Avenue	Building Permit	1st and 2nd floor addition and interior remodel to SFR	08/24/16	pending minor variation determination
2	1021 Dewey Avenue	Building Permit	Demolish existing SFR, construct new 2-story SFR	09/06/16	pending staff review
2	1625 Fowler Avenue	Building Permit	Rebuild interior stairs, rebuild floor and support of enclosed front porch at SFR	09/08/16	pending staff review
2	2313 Nathaniel Place	Building Permit	Construct egress window and window well at SFR	09/19/16	pending staff review
2	819 Hartrey Avenue	Building Permit	Replace existing asphalt driveway with concrete	09/26/16	pending staff review
3	1218 Sheridan Road	Building Permit	Construct new patio and asphalt driveway	09/02/16	pending additional info from applicant
3	1327 Hinman Avenue	Building Permit	Construct detached garage at SFR	09/15/16	compliant
3	1134 Hinman Avenue	Building Permit	Construct new detached garage at SFR	09/27/16	pending staff review
4	943 Elmwood Avenue	Zoning Analysis	remove existing concrete walk, construct paver walk in different location at SFR	09/21/16	pending additional info from applicant
4	1006 Ridge Avenue	Building Permit	Various interior and exterior renovation to existing SFR	03/08/16	pending additional information from the applicant
4	1300 Church Street	Zoning Analysis	Construct new patio and walk, stepping stones, brick border along driveway, concrete pad along side driveway	08/31/16	pending additional information from applicant
4	1223 Oak Avenue	Building Permit	Interior renovation of bathroom and attic	09/19/16	pending staff review
4	1510 Wesley Avenue	Building Permit	Interior remodel at SFR	09/22/16	pending staff review
5	2117 Foster Street	Building Permit	Construct new detached garage	08/10/16	non-compliant, pending revisions or variation application
5	2034 Maple Avenue	Building Permit	Enlarge front porch, construct new screened rear porch	08/19/16	non-compliant, pending revisions
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	1925 Hartrey Avenue	Building Permit	Construct walk and concrete patio at SFR	09/14/16	pending staff review
5	1735 Grey Avenue	Building Permit	New concrete slab for future garage, new driveway and rear walk at SFR	09/16/16	pending staff review
5	1829 Simpson Street	Zoning Analysis	Demolish portion of vacant building; construct 1 and 2 story addition to convert to SFR	09/21/16	pending staff review
5	1000 Foster Street	Building Permit	Construct new porch and stair for existing dwelling unit over commercial space	09/22/16	pending staff review
5	1424 Noyes Street	Building Permit	Construct patio at multi-family dwelling	09/22/16	pending staff review
5	2034 Dodge Avenue	Building Permit	Construct new detached garage	09/23/16	pending staff review
6	2515 Thayer Street	Building Permit	Second story addition to SFR	05/12/16	pending additional information from applicant

6	2519 Harrison Street	Building Permit	Construct new SFR	06/27/16	non-compliant, pending revisions 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	2438 Cowper Avenue	Building Permit	Addition and interior remodel at SFR	08/17/16	non-compliant, pending revisions from applicant
6	2324 Hartzell Street	Building Permit	Demolish detached garage, construct new detached garage at SFR	08/26/16	non-compliant, pending revisions
6	3006 Central Street	Zoning Analysis	Interior remodel to divide commercial space, new façade (Central Rug & Carpet)	09/09/16	compliant; Preliminary DAPR 10/05/16
6	2618 Isabella Street	Building Permit	2nd story addition to SFR	09/14/16	pending staff review
6	3235 Hartzell Street	Building Permit	2nd story addition, new master suite, kitchen and hall bath remodel to SFR	09/16/16	pending staff review
6	3317 Payne Street	Building Permit	1-story addition and kitchen remodel at SFR	09/16/16	pending staff review
6	3045 Normandy Place	Building Permit	Replace existing pool deck	09/20/16	pending staff review
6	2727 Princeton Avenue	Building Permit	Replace asphalt driveway with concrete, move curb cut 10'	09/21/16	pending staff review
6	2733 Harrison Street	Building Permit	Replace existing concrete walk with pavers and bluestone at SFR	09/23/16	pending staff review
7	2022 Central Street	Building Permit	Interior and exterior remodel (Lush Wine and Spirits)	04/15/16	pending final DAPR review
7	2529 Ashland Avenue	Building Permit	Construct new brick walk, crushed stone patio at SFR	08/02/16	non-compliant, pending revisions
7	2740 Eastwood Avenue	Building Permit	Remove existing wood deck, construct new wood deck at SFR	08/19/16	non-compliant, pending revisions
7	2410 Hartrey Avenue	Building Permit	Remove existing concrete walk, construct new larger walk	08/24/16	pending staff review
7	2652 Broadway Avenue	Building Permit	Construct detached garage	08/29/16	pending additional information from applicant
7	1313 Chancellor Street	Building Permit	Replace vestibule and exterior walk with new covered porch and stone walk at SFR	09/07/16	pending staff review
7	2738 Euclid Park Place	Building Permit	Interior remodel	09/09/16	pending staff review
7	1317 Livingston Street	Building Permit	Basement remodel at SFR	09/12/16	pending staff review
7	720 Ingleside Place	Building Permit	Concrete paver patio at SFR	09/15/16	pending staff review
7	712 Ingleside Place	Building Permit	New detached garage at SFR	09/20/16	pending staff review
7	2686 Sheridan Road	Building Permit	Interior remodel, construct deck at SFR	09/21/16	pending staff review
7	2639 Broadway Avenue	Building Permit	Gut rehab, construct new front porch, rear deck and garage at SFR	09/21/16	pending staff review
7	819 Roslyn Terrace	Building Permit	Interior remodel at SFR	09/22/16	pending staff review
7	2220 Campus Drive	Building Permit	Construct fire alarm equipment room in basement (Cook Hall - NU)	09/23/16	pending staff review
7	2311 Campus Drive	Building Permit	Construct fire alarm equipment room in lobby (Henry Crown Sports Pavilion - NU)	09/23/16	pending staff review
8	2330 Oakton Street	Zoning Analysis	Expansion of existing parking lot (Pace Bus).	09/23/16	pending DAPR 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	2100 Brummel Street	Building Permit	Construct new concrete walk and pad	09/06/16	pending additional info from applicant
8	707 Howard Street, Units B & C	Building Permit	Interior renovation to convert existing commercial space to retail and production of cider (North Shore Cider Co.)	09/14/16	pending staff review
8	355 Ridge Avenue	Building Permit	Repave existing parking lot (Presence Health)	09/21/16	pending staff review

8	222 Chicago Avenue	Building Permit	New cellular antenna to existing tower and related ground equipment (Sigfox)	09/23/16	pending staff review
8	2100 Brummel Street	Building Permit	Construct new walk	09/23/16	pending staff review
9	742 Asbury Avenue	Building Permit	Construct shed	07/25/16	non-compliant, pending revisions
9	1327 Kirk Street	Building Permit	Construct detached garage in place of a shed at SFR	05/31/16	non-compliant, pending revisions
9	1330 South Boulevard	Building Permit	Construct 2-story addition to rear of SFR	08/22/16	pending additional information from applicant
9	2525 Oakton Street	Building Permit	Construct ready mix concrete batch plant (Ozinga)	08/31/16	pending additional information from applicant, DAPR review
9	1129 Cleveland Street	Building Permit	Porch replacement and interior remodel to SFR	09/09/16	pending staff review
9	1125 Madison Street	Building Permit	Construct paver patios at SFR	09/22/16	non-compliant, additional info/revisions from applicant
9	1010 Seward Street	Building Permit	Interior renovation at SFR	09/27/16	pending staff review

**Miscellaneous Zoning Cases**

<b>Ward</b>	<b>Property Address</b>	<b>Type</b>	<b>Project Description</b>	<b>Received</b>	<b>Status</b>
2	1219 Dodge Avenue	Minor Variation	Side yard setback for 2nd story addition at SFR	09/15/16	Determination after 10/07/16
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	1026 Elmwood Avenue	Major Variation	3rd story addition for an enclosed stair at SFR	08/09/16	<b>ZBA 10/04/16</b>
4	915 Greenleaf Street	Zoning Complaint	Outdoor storage of RV and boat	08/26/16	Inspected 08/30/16, notice sent 09/02/16
5	1924 Grey Avenue	Zoning Complaint	Illegal landscaping business	10/08/15	Re-inspected 08/30/16, notice sent 09/02/16
5	1925 Hartrey Avenue	Fence Variation	Replace existing chainlink fence in front yard with solid wood fence	09/06/16	Determination after 09/23/16
6	2915 Grant Street	Major Variation	Rear yard setback for a second story addition to a SFR	08/22/16	<b>ZBA 10/04/16</b>
6	2301 Lawndale Avenue	Major Variation	Street side yard & interior side yard setbacks for a 1-story addition at SFR	09/12/16	<b>DAPR 10/05/16 &amp; ZBA 10/18/16</b>
6	2511 Park Place	Minor Variation	Building lot coverage to construct a 23'x26' detached 2-car garage	09/02/16	Determination after 09/23/16
6	3501 Hillside Road	Major Variation	12.2' rear yard setback for 2-story addition at SFR	09/22/16	<b>DAPR 10/05/16 &amp; ZBA 10/18/16</b>
7	1201 Grant Street	Minor Variation	Building lot and impervious surface coverage and side yard setbacks for a 1-story addition, patio and walks at SFR	07/29/16	Determination after 09/23/16
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	Historic Preservation 10/08/16



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: September 30, 2016

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

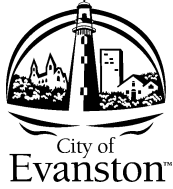
Please contact me at 847-448-8030 or [ggerdes@cityofevanston.org](mailto:ggerdes@cityofevanston.org) if you have any questions or need additional information.

**Inspector Weekly Update**  
**Cases Received, September 30, 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 well kept and soil erosion reports are current. Streets are clean of mud and debris. Weeds and grass are maintained. Contractor told to remove all dumpsters not from Groot.	9/26/2016
2	1613-27 Church Street (Church Street Village)	New 8 Unit Townhomes	Construction fence is in good condition and sidewalks and streets are clear. Foundation work has started.	9/26/2016
3	835 Chicago Avenue (9-story mixed-used)	Commercial/Residential	Fences and sidewalks in good condition and the alley and catch basin are clean. All construction conditions comply. Occupancy of lower level through 6th floor is scheduled for October 1st.	9/26/2016
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.	9/26/2016
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Display case staging and CTV monitor installation continues on 1st, 2nd and 3rd floor. Exterior of the job is clean and in order. Catch basket is clean.	9/26/2016
5	1911 Church Street (Y.O.U. Building)	New Youth Center	Interior work is in progress and has gained partial approval. Exterior masonry work is in progress at the rear of the building. Overhead protection on abutting sidewalk is in place and has lighting. Catch baskets are clean. The construction fences, silt fences and windscreen are in place and stand plumb.	9/27/2016
7	1620 Central Avenue	New 47 Unit Apartment Building	Public right of way was clear at the time of inspection. Temporary lighting is installed in the common hallways. Catch baskets on Central and the alley were functional. The damaged sections of fencing have been replaced. Construction fencing is secure.	9/26/2016
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Workers are in every section of the building working on finishes. Mechanical areas are complete. Site is in good conditions and fences are present and stand plumb. Catch baskets are cleared weekly and tire washing is in effect for all trucks leaving the site.	9/28/2016
7	2255 Campus (Ryan/Walter Athletic Center)	Lakeside Athletic Facility	Construction and soil erosion fences are in place and plumb. Caisson installation is complete. Foundation excavation continues on the north end. The job site is being kept in order.	9/28/2016
7	560 Lincoln (NU Residence Hall)	New Dormitory	The exterior of the structure is framed, roof decks are set and masonry finishes have begun. Job is well kept and construction and silt fences are in good condition and stand plumb. Catch basins are clean.	9/26/2016





# Memorandum

To: Honorable Mayor and Members of the City Council

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

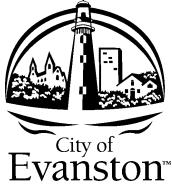
Subject: Food Establishment Application Weekly Report

Date: September 30, 2016

The table below is the weekly report of all applications for Food Establishments received during the week of September 25, 2016.

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

<b>Establishment Name</b>	<b>Address</b>	<b>Ward</b>	<b>Application Received on</b>	<b>Type</b>	<b>Proposed Opening Date</b>
Bottle & Bottega	1016 Davis St	4	9/29/2016	Change of Ownership	October, 2016



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: September 30, 2016

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

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

## Liquor Licensing Weekly Report

### Liquor Applications Received and Pending

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS <sup>1</sup>
2	Kabul House	2424 Dempster Street	D	Restaurant (Liquor)	Sun – Sat: 11am to 10pm	8/8/16	On Hold (per applicant)
2	Studio 5	1934 Dempster	U	Live Theater (Liquor)	Sun: 2 pm-10 pm; Mon-Fri: 7 pm-12 am; Sat: 1 pm-12 am	9/12/16	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 Liquor Board Meeting
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 Liquor Board Meeting
3	Meta Wine	600 Main Street	P-3	Craft Winery	Sun-Th: 10 am – 12 am; Fri – Sat: 10 am – 1 am	9/21/16	Pending Liquor Board Meeting
4	Sam's Chicken & Ribs	1639 Orrington	D	Restaurant (Liquor)	Sun: 11 am – 10 pm; Mon – Sat: 11 am – 11 pm	9/12/16	Pending Liquor Board Meeting
7	Pita 1	1926 Central Street	D	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
8	North Shore Cider	707 Howard Street	P-4	Craft Winery	Sat-Sun: Noon – 4 pm; Thu – Fri: 3:30 pm – 7:30 pm	9/12/16	Pending Liquor Board Meeting

<sup>1</sup> Applicants are first noticed to the Liquor Licensing Review Board before proceeding to City Council



# DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



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## ***WEEK ENDING SEPTEMBER 30, 2016***

### ***Congratulations President Darch!***

On Saturday, September 24, *Barrington Village President Karen Darch* was installed as the President of the Illinois Municipal League (IML) at the 103<sup>rd</sup> IML Annual Conference. During her remarks in front of family, friends and hundreds of statewide municipal officials, President Darch stressed the need to be unified in order to solve problems facing Illinois' municipalities. Congratulations President Darch! *Staff contact: Mark Fowler*

### ***Provide Input on the 2017 NWMC Legislative Program's Core Issues***

On Tuesday, staff emailed the membership regarding development of the 2017 NWMC Legislative Program. In a departure from previous years, the Legislative Committee decided not to conduct a formal solicitation of legislative proposals from the membership. Instead, the committee conducted a review of issues and initiatives from the last ten years and decided to focus on core issues given the current legislative landscape. The membership is asked to review those issues and provide feedback to staff. In addition, the membership is asked to forward any legislative issues for consideration by the committee in developing the program as well as any local issues that individual members will be pursuing in 2017. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

### ***Last Call to RSVP for the Joint Cook/Lake County PIO Training***

On Thursday, October 20, the NWMC Local Government Communicators Committee is hosting a joint Public Information Officer (PIO) training with their counterparts in Lake County. The event will be held from 9:00 a.m. to 4:00 p.m. in Room 1604 of Oakton Community College in *Des Plaines*. Please RSVP by Tuesday, October 4 to take advantage of this unique event.

The training will consist of two sessions. From 9:00 a.m. to noon, Northern Illinois University Director of Outreach Communications Melanie Magara will cover the following topics: how to create a working public information toolkit; public speaking 101 – how to give an effective interview (on and off camera); and, how to pick the best communications outlet(s) to disseminate information. In the afternoon session (1:00 p.m. to 4:00 p.m.), FEMA Region V Public Affairs and Digital Communications Specialist Meghan Breitenbach and Senior External Affairs Specialist Cassie Ringsdorf will address the following: social media; crisis/basic communications plans; creative marketing approaches and resources; and, incorporating multi-media into various communications platforms.

Attendees can select to attend either or both sessions at no charge; however, the lunch for the event is available for attendees at a cost of \$10.50 per person. Additionally, seating is limited so please RSVP for yourself and up to one guest by visiting <http://www.lakecountyil.gov/FormCenter/Communications-16/RSVP-for-PIO-TrainingJoint-Meeting-with-144>. For additional information, please contact staff or NWMC Local Government Communicators Committee Chair and *Village of Carpentersville Assistant to the Village Manager/Director of Human Resources Samantha Brunell*, 224-293-1628 or [sbrunell@cville.org](mailto:sbrunell@cville.org). *Staff contact: Mark Fowler*

### ***NWMC Fall Surplus Vehicle and Equipment Auction is Less Than a Month Away!***

As a reminder, the fall NWMC live surplus vehicle and equipment auction will be held on Tuesday, October 25, 1:00 p.m. at America's Auto Auction Chicago in Crestwood. We are pleased to report that members of the South Suburban Mayors & Managers Association, Metro West Council of Government and DuPage Mayors and Managers Conference will be participating in future auctions. We are confident that this will create additional excitement, larger crowds and higher prices for municipal vehicles. To date, the following

municipalities will be participating in the October 25 auction: *Des Plaines; Evanston; Lansing; Lincolnshire; Morton Grove; Oak Forest; Palatine; Posen; Rolling Meadows; Sauk Village; Skokie; South Holland; Tinley Park; and, Wilmette.*

There is still time to participate, so please contact America's Auto Auction Commercial Account Manager Bruce Uhter, 708-389-4488 (office), 219-713-0327 (cell) or [Bruce.Uhter@americasautoauction.com](mailto:Bruce.Uhter@americasautoauction.com) or sales representative Jim Fee, 773- 315-0293 or [jamesfee7522@yahoo.com](mailto:jamesfee7522@yahoo.com). *Staff contact: Ellen Dayan*

### ***North Shore Council Talks STP, TAP & CMAQ***

On Wednesday, the North Shore Council of Mayors Technical Committee met at the *Skokie Village Hall*. Staff briefed the committee on the status of the Council's Surface Transportation Program (STP) and the committee approved recommended modifications to the program. Staff announced the call for Congestion Mitigation and Air Quality (CMAQ) and Transportation Alternatives Program (TAP) projects set to open in January, 2017. CMAQ and TAP can fund phase II engineering, right-of-way acquisition as well as construction. Phase I engineering remains the responsibility of the local agency and must be substantially complete by June 1, 2017 to qualify for CMAQ or TAP funding. Please contact staff with any questions or to schedule a kick off meeting with IDOT for either program. *Staff contact: Brian Pigeon*

### ***Who are Illinois' Transformers?***

On Wednesday, October 5, the Metropolitan Planning Council (MPC) and Transform Illinois are hosting the 2016 Transform Illinois Awards luncheon. The event will be held from noon to 1:30 p.m. at the MPC offices, 140 S. Dearborn Street, Suite 1400, in Chicago. Transform Illinois is a "collaborative of local elected officials, civic organizations and research institutions dedicated to promoting and supporting local government efficiency efforts in Illinois." Additional information on the organization can be found by visiting <https://www.transformillinois.org/>. To register for the luncheon or for additional information, please visit <https://www.eventbrite.com/e/2016-transform-illinois-awards-luncheon-tickets-26926848930>. *Staff contact: Mark Fowler*

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

*NWMC Executive Board* will meet Wednesday, October 5 at 8:30 a.m. at the NWMC offices.

*NWMC Finance Committee* will meet Wednesday, October 12 at noon at the NWMC offices.

*NWMC Bicycle & Pedestrian Committee* will meet Tuesday, October 18 at 10:30 a.m. at the NWMC offices.

*NWMC Legislative Committee* will meet Wednesday, October 19 at 8:30 a.m. at the NWMC offices.

*NWMC Board of Directors* will meet Wednesday, October 19 at 7:00 p.m. at Oakton Community College, Room 1604 in *Des Plaines*. **Please note date change.**