



Memorandum

To: Mayor Hagerty and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: August 17, 2018

STAFF REPORTS BY DEPARTMENT



Weekly Report for August 9, 2018 – August 15, 2018

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule
Amazon.com Spending Guidelines

Community Development

Weekly Zoning Report
Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Tuesday, August 21, 2018

Board of Ethics

www.cityofevanston.org/boardofethics

Housing & Community Development Act Committee

www.cityofevanston.org/housingcommunitydev

Wednesday, August 22, 2018

Design and Project Review Committee

www.cityofevanston.org/dapr

Housing & Community Development Act Committee

www.cityofevanston.org/housingcommunitydev

Thursday, August 23, 2018

Equity & Empowerment Commission

www.cityofevanston.org/equityandempowermentcommission



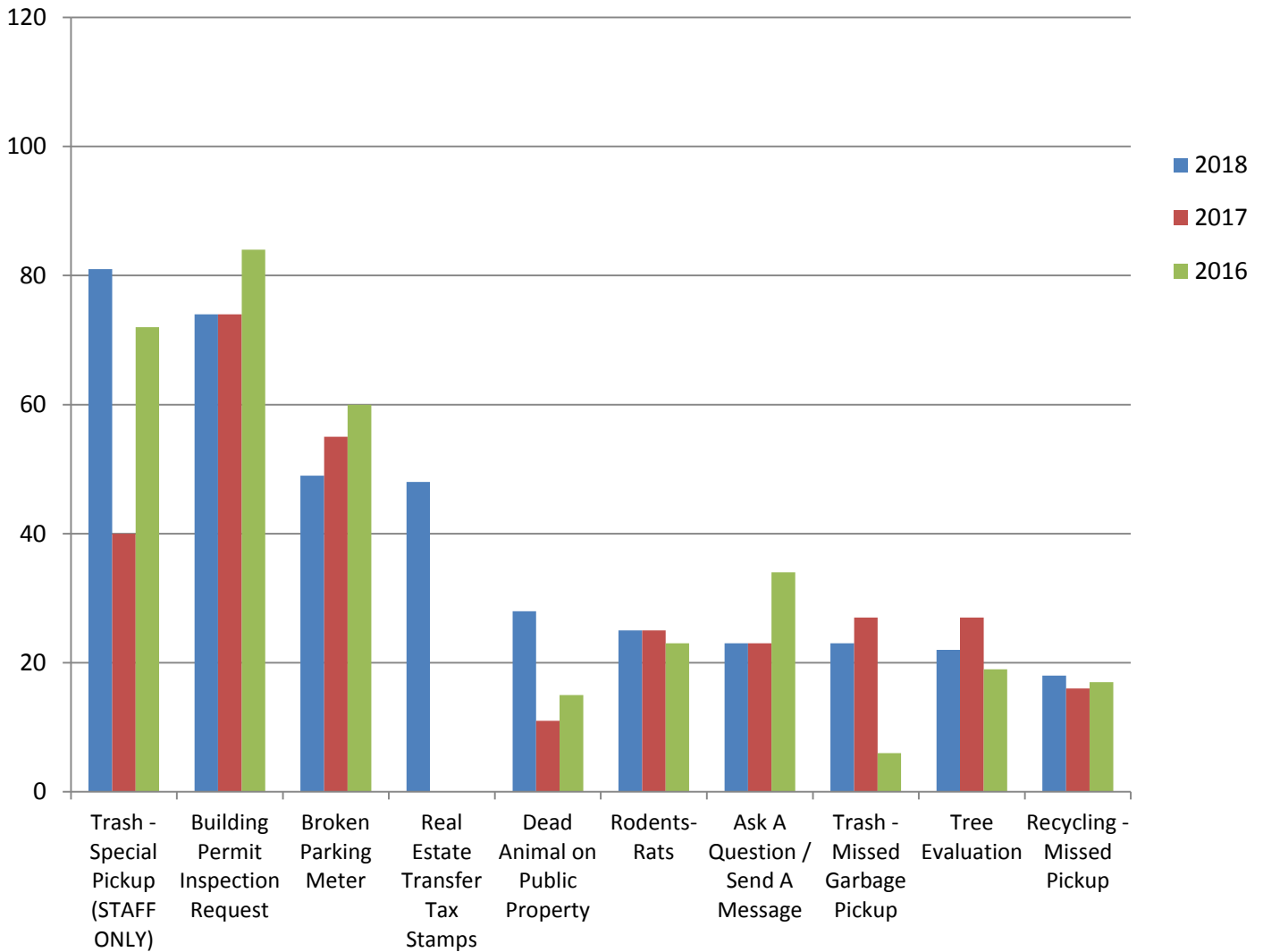
Weekly Report

August 9-15, 2018

| | Current Week | Previous Week |
|-------------------------|--------------|---------------|
| Calls Handled | 2391 | 2437 |
| Service Requests | 806 | 889 |
| Total Chats | 34 | 27 |
| Total Text | 30 | 24 |

| | |
|--------------------------|--|
| Trending Requests | <ul style="list-style-type: none"> • None |
|--------------------------|--|

2016-2018 Comparison Chart
For August 9-15



August 9-15, 2018

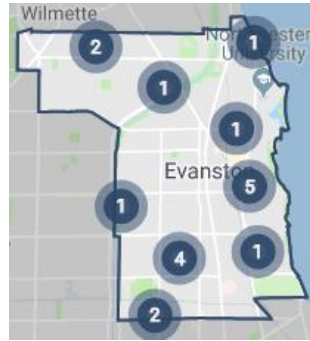
Missed Garbage Pickup

This week 23; Last week 13
Above 3 year avg. of 14.2



Missed Recycling Pickup

This week 18; Last week 7
Above 3 year avg. of 13.1



Missed Yard Waste

This week 9; Last week 8
Below 3 year avg. of 11.1



Rodents/Rats

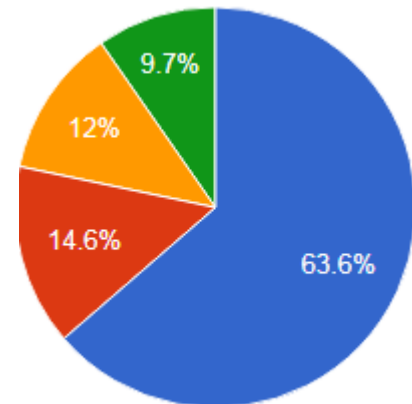
This week 25; Last week 15
Above 3 year avg. of 20.3

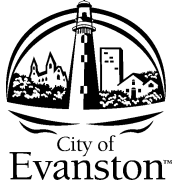


SLA Analysis

| Issue | # Late | % Late | % Complete within SLA |
|----------------------------------|--------|--------|-----------------------|
| Ask a Question/Send a Message | 2 | 9% | 91% |
| Broken Buffalo Box | 1 | 100% | 0% |
| Birds | 2 | 29% | 71% |
| Broken Park/Playground Equipment | 2 | 67% | 33% |
| Dead Animal on Public Property | 1 | 3% | 97% |
| Fire Prevention - Fire Drill | 1 | 100% | 0% |
| Fire Prevention - Knox Box | 1 | 50% | 50% |
| Health - Miscellaneous | 1 | 100% | 0% |
| Landlord/Tenant Inquiries | 1 | 17% | 83% |
| Park Lawn Maintenance | 1 | 50% | 50% |
| Private Utility Service Issue | 1 | 100% | 0% |
| Public Transit Agency Issue | 2 | 67% | 33% |
| Sewer - Broken Sewer | 1 | 100% | 0% |
| Sidewalk - Maintenance | 3 | 50% | 50% |
| Trash Cart - Missing | 3 | 38% | 63% |
| Trash - Special Pickup - | 2 | 2% | 98% |
| Water Main Break/Service Leak | 1 | 50% | 50% |

- Completed
- Submitted
- In progress
- Received





Memorandum

To: Wally Bobkiewicz, City Manager

From: Hitesh Desai, CFO/ City Treasurer
Tammi Nunez, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of August 13, 2018

Date: August 17, 2018

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 August 13, 2018

| Bid/RFP/RFQ Number and Title | Requesting Dept. | Description of Project | Budgeted Amount | Bid/RFP/RFQ Opening Date | Anticipated Council/ Library Board Date |
|---|---------------------|--|-----------------|--------------------------|---|
| Bid 18-44 Water Treatment Chemicals | Public Works Agency | Work on this project includes the purchase of chemicals to be used in the drinking water treatment process. | \$150,000 | 10/2 | 11/12 |
| Bid 18-45 Directional Drilling Machine | Public Works Agency | Work on this project includes: The purchase of a horizontal directional drilling machine and guidance system. | \$566,000 | 10/2 | 10/22 |
| Bid 18-48 Debris/Removal Contractual Costs | Public Works Agency | Work on this project includes the hauling and disposal of leaf and organic materials from James Park located at 300 Dodge Avenue, Evanston IL. | \$40,000 | 9/4 | 9/17 |

Evanston City Council Agenda Schedule - 2018 Dates

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

2018 Meeting Dates: Jan 8, Jan 16, Jan 22, Jan 29, Feb 12, Feb 19, Feb 26, Mar 12, Mar 19, Mar 26, Apr 9, Apr 16, Apr 23

May 14, May 21, May 29, Jun 11, Jun 18, Jun 25, Jul 9, Jul 16, Jul 23, Aug 13, Sept 10, Sept 17, Sept 24

Oct 8, Oct 15, Oct 22, Nov 12, Nov 19, Nov 26, Dec 10

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 | CONSENT CALENDAR | COUNCIL or COMMITTEE | LEAD STAFF | NOTES |
|-----------|--------------|--|----------------|------------------|----------------------|------------|------------------------------|
| | 9/5/2018 | Human Services | | | | | |
| Fire | 9/17/2018 | National Preparedness Month | A | | CC | Scott | |
| Fire | 9/17/2018 | Fire Dept - Class 1 ISO | A | | CC | Scott | |
| CMO | 9/17/2018 | Budget Report to City Council | SPB | | CC | Richardson | |
| CMO | 9/17/2018 | MOU - Dunes | SPB | | CC | Bobkiewicz | Accept and Place on File |
| PWA | 9/17/2018 | Engineering Svcs - Main St - Maple to Hinman | B | X | APW | Stoneback | |
| PWA | 9/17/2018 | Garden Park Consulting Svcs | B | X | APW | Stoneback | |
| CD | 9/17/2018 | Safebuilt Amendment | B | X | APW | Leonard | |
| CD | 9/17/2018 | Divvy Update | B | X | APW | Leonard | |
| Admn Svcs | 9/17/2018 | Comcast Franchise Renewal | B | X | APW | Storlie | |
| Admn Svcs | 9/17/2018 | Cisco SmartNet Software | B | X | APW | Storlie | |
| Admn Svcs | 9/17/2018 | Lease Renewal - Impact Behavioral | R | | APW | Storlie | |
| PRCS | 9/17/2018 | Hoffman House Catering Renewal | R | | APW | Hemingway | |
| Fire | 9/17/2018 | IGA with Winnetka for Fire Training Tower | R | | APW | Scott | |
| CMO | 9/17/2018 | ERUV Right of Way | R | | APW | Bobkiewicz | |
| Legal | 9/17/2018 | Easement Agmt with NU - Clearwell | R | | APW | Masoncup | |
| Legal | 9/17/2018 | Sidewalk Café - Beer on Central | O | | APW | Masoncup | For Intro |
| Legal | 9/17/2018 | Liquor License (2) - Ownership Change | O | | APW | Masoncup | For Intro and Action - Fiske |
| Legal | 9/17/2018 | Liquor License (2) - Ownership Change - NU Norris | O | | APW | Masoncup | For Intro |
| Legal | 9/17/2018 | Liquor License Decrease - Sodexo | O | | APW | Masoncup | For Intro and Action |
| Legal | 9/17/2018 | Liquor License Increase - Chartwells | O | | APW | Masoncup | For Intro |
| Legal | 9/17/2018 | Liquor License Increase - Levy Premium Foodservice | O | | APW | Masoncup | For Intro |
| Legal | 9/17/2018 | Liquor Licenses (2) - Change in Class Type - Union Squared | O | | APW | Masoncup | For Intro and Action |
| PWA | 9/17/2018 | Easement Agmt - 324 Dempster | O | | APW | Stoneback | For Intro |
| PWA | 9/17/2018 | Snow Route Amendments | O | | APW | Stoneback | For Intro |
| CD | 9/17/2018 | Landlord-Tenant Funding | B | | PD | Leonard | |
| CD | 9/17/2018 | Appeal from DAPR re. Citgo at 1925 Green Bay Rd | B | | PD | Leonard | |
| CD | 9/17/2018 | Zoning Text - College/University Parking Requirements | O | | PD | Leonard | For Intro |
| CD | 9/17/2018 | Code Amendment - Brewpubs in MXE District | O | | PD | Leonard | For Intro |
| CD | 9/17/2018 | Special use - 2119 Ashland - Brewpub & Banquet Hall | O | | PD | Leonard | For Intro |
| CD | 9/17/2018 | Special Use - 2004 Central- Backlot Coffee Expansion | O | | PD | Leonard | For Intro |
| CD | 9/17/2018 | Special Use - Daycare Center | O | | PD | Leonard | For Intro |
| CD | 9/17/2018 | Special Use - 1724 Sherman - Kilwins | O | | PD | Leonard | For Intro |

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| CD | 9/17/2018 | Special Use - ComEd - Fence Variation at 514 Custer | O | | PD | Leonard | For Intro |
| CD | 9/17/2018 | Parking Variation - 1943 Sherman - Single Family to 3 Flat | O | | PD | Leonard | For Intro |
| CD | 9/17/2018 | Variations to Add 3rd Unit/Parking - 348 Custer Ave | O | | PD | Leonard | For Intro |
| CD | 9/17/2018 | Special use - Domestic Animal Daycare - 2118 Ashland | O | | PD | Leonard | For Action |
| CMO | 9/17/2018 | Updated Station Adjustment Forms | B | | HS | Storlie | |
| | 9/17/2018 | Exec Session - Real Estate | | | CC | | |
| | 9/24/2018 | National Public Lands Day, Sept 29 | PR | | CC | | |
| CMO | 9/24/2018 | Arts Council Presentation | P | | CC | Bobkiewicz | |
| CD | 9/24/2018 | Sidewalk Café Permit Approval | SPB | | CC | Leonard | (from Rules 6/4) |
| PRCS | 9/24/2018 | Congregate Meal Grant Acceptance | R | | APW | Hemingway | |
| Mayor | 10/8/2018 | Meals on Wheels 50th | | | CC | Francellno | |
| PRCS | 10/8/2018 | Athletics RFP | B | X | APW | Heminway | |
| PRCS | 10/8/2018 | Tae Kwon Do Instruction RFP | B | X | APW | Hemingway | |
| PRCS | 10/8/2018 | Fencing Instruction RFP | B | X | APW | Hemingway | |
| PRCS | 10/8/2018 | YJC Career Pathways Agreement | R | | APW | Hemingway | |
| PRCS | 10/8/2018 | Moran Center Rehab Agreement | R | | APW | Hemingway | |
| CD | 10/8/2018 | 2415 Wade St - Elimination of Parking/Front-Side Setbacks | O | | PD | Leonard | For Intro |
| CMO | 10/15/2018 | 2019 Budget Discussion | | | CC | Bobkiewicz | |
| CMO | 10/22/2018 | 2019 Budget Discussion | | | CC | Bobkiewicz | |
| CMO | 10/27/2018 | Special City Council Meeting (Truth in Taxation, FY19 Proposed Budget, Tax Levy Estimate) | | | CC | Bobkiewicz | Saturday, 9:00 a.m. |
| | 10/29/2018 | Special City Council - Affordable Housing, Public Benefits from Planned Developments, Downtown Zoning | | | CC | | |
| CMO | 11/19/2018 | 2019 Budget & 2018 Tax Levy Adoption | | | CC | Bobkiewicz | |
| PRCS | 11/26/2018 | Tennis Contract | B | X | APW | Hemingway | |
| PRCS | 11/26/2018 | Ombudsman Grant Acceptance | R | | APW | Hemingway | |
| PRCS | 12/10/2018 | Noyes leases | R | | APW | Hemingway | |

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| Council & Committee Meetings | | | | | | | |
| 8/23/2018 | 6:30 PM | Equity & Empowerment Commission | | | | | |
| 8/29/2018 | 6:00 PM | Transportation & Parking Committee | | | | | |
| 9/5/2018 | 6:00 PM | Human Services Committee | | | | | |
| 9/6/2018 | 7:00 PM | Joint Meeting - Housing & Comm. Development Act and Mental Health | | | | | |
| 9/10/2018 | | Administration & Public Works and Planning & Development - RESCHEDULED to Sept 17, City Council - CANCELED | | | | | |
| 9/12/2018 | 6:30 PM | M/W/EBE Development Committee | | | | | |
| 9/17/2018 | 6:00 PM | Administration & Public Works, Planning & Development, City Council | | | | | |
| DEFERRED | Date | Item | Action | | Committee | Staff | |
| CD | | Fines for bikes on sidewalks | O | | APW | Bobkiewicz | |
| CMO | | Amendment to PEHP Resolution | R | | APW | Lyons | |
| Admin Serv | | Title 9 City Code Amendments | O | | CC | Farrar | (Introduced 1.27.14) |
| Law | | Pedicabs | O | | APW | Farrar | Tabled 3.9.15 (revisit 2016) |
| Law | | Animal Welfare Board | O | | R | Bobkiewicz | (for 2017) |



Memorandum

To: Honorable Mayor and Members of the City Council

From: Wally Bobkiewicz, City Manager
Hitesh Desai, CFO/ City Treasurer
Ashley King, Finance and Budget Manager
Tammi Nunez, Purchasing Manager

Subject: City of Evanston Amazon.com Spending Guidelines

Date: August 17, 2018

In an effort to move Amazon.com spend to local businesses, City Manager Bobkiewicz proposed the following policy to the MWEBE Committee for their consideration. The Amazon spending guidelines will be rolled out to Directors and Staff August 20, 2018 with an effective date of September 1, 2018.

1. City staff will be allowed to use Amazon.com for purchases of only approved commodities.
2. All City purchases through Amazon.com must be made through the City Amazon Business account, administered through the Purchasing Division. Individual Department accounts will not be allowed.
3. All purchases will be reported to the City Council through the Bills List, plus a separate quarterly report aggregating all purchases.
4. Department Directors may request that the City Manager add commodities to the approved list. Changes to the list of approved commodities will be shared with the City Council quarterly. These requests must detail that the commodity is not available for purchase in Evanston or through an existing local vendor agreement. In addition, the City may add a commodity if the department can justify operational cost savings using Amazon.
5. When procuring goods and services, staff should shop Evanston merchants first.

Approved Commodities:

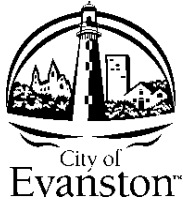
- Citation and Secondary Collectable - 62449
- Safety Equipment - 65090
- Computer Equipment Maintenance - 62550
- Telecommunications Equipment - 64510
- Internet Solution Providers - 62341
- Personal Computer Equipment - 65555
- Licensing and Regulatory Supplies – 65045
- PEG Fee Distribution - 64004

Commodities Recently Used, But Not Approved For Future Spending:

- Agriculture/Botanical Supplies
- Automotive Equipment
- Building Maintenance Materials
- Food
- Furniture, Fixtures and Equipment
- Janitorial Supplies
- Materials to Maintain Autos
- Minor Equipment and Tools
- Office Equipment Maintenance
- Office Machinery and Equipment
- Office, Other Equipment to Maintain Materials
- Office Supplies
- Other Commodities
- Other Improvements
- Other Program Costs
- Park Maintenance and Furniture Replacement
- Travel and Training

To Be Investigated Further for Future Consideration:

- Books, Publications and Maps
- Medical and Lab Supplies
- Recreation Program Supplies



Memorandum

To: Honorable Mayor and Members of the City Council
From: Scott Mangum, Planning and Zoning Administrator
Subject: Weekly Zoning Report
Date: August 15, 2018

Enclosed is the weekly report of zoning applications received and pending. The report, organized by ward, includes the property address, zoning district, the type of application submitted, a description of the project, date received, and current status.

Please contact me at (847) 448-8675 or smangum@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update

Cases Received and Pending, August 9, 2018 - August 15, 2018

Backlog (business days received until reviewed): 19

Volume (number of cases pending staff review): 21

Zoning Reviews

| Ward | Property Address | Zoning | Type | Project Description | Received | Status |
|------|--------------------------|--------|-----------------|--|----------|--|
| 1 | 1943 Sherman Avenue | R5 | Building Permit | Convert SFR to 3-flat | 07/26/17 | pending ZBA 08/28/18 |
| 1 | 1621-1631 Chicago Avenue | D4 | Zoning Analysis | New 13-story, 156 dwellings, 4,000 sf of retail, sub-grade parking (The Legacy Planned Development) | 05/08/18 | non-compliant, pending revisions from the applicant and/or planned development application |
| 1 | 2014 Orrington Avenue | R1 | Building Permit | Interior and exterior remodel (Lubavitch Chabad Evanston) | 06/21/18 | pending revision from the applicant |
| 1 | 1714 Hinman Avenue | R4 | Building Permit | Parking lot | 07/16/18 | pending revisions from the applicant |
| 1 | 1854 Sherman Avenue | R6 | Building Permit | Modify entry landing into second door entry | 08/09/16 | pending staff review |
| 1 | 1509-1515 Hinman Avenue | R6 | Zoning Analysis | Zoning verification letter | 08/09/18 | pending staff review |
| 1 | 2247 Ridge Avenue | R5 | Zoning Analysis | Zoning verification letter | 08/09/18 | pending staff review |
| 2 | 2125 Dempster Street | I2 | Building Permit | 1-story addition to connect two buildings (U-Haul) | 10/30/17 | non-compliant, pending plat of subdivision and major variation applications |
| 2 | 1126 Pitner Avenue | R3 | Zoning Analysis | Subdivide property into 6 lots, construct 2-flat and detached 4-car garage on each lot | 03/06/18 | non-compliant, pending revisions from the applicant |
| 2 | 1815 Ridge/Oak Avenue | D4 | Building Permit | Foundation permit for new 10-story senior living residential building with 163 dwelling units, 67 parking spaces (1815 Ridge/Oak Avenue Planned Development) | 04/03/18 | pending minor adjustment to the PD, DAPR |
| 2 | 1130 Fowler Avenue | R2 | Building Permit | Construct patio at SFR | 04/16/18 | pending additional information from the applicant |
| 2 | 2312 Greenleaf Street | R2 | Building Permit | Second story addition | 06/11/18 | non-compliant, pending revisions from the applicant |
| 2 | 815 Grey Avenue | R2 | Building Permit | Porch extension, new stairs | 07/18/18 | compliant |
| 2 | 1508 Fowler Avenue | R2 | Zoning Analysis | Construct 24x24 detached garage in front yard | 07/24/18 | non-compliant, pending minor variation application |
| 2 | 1727 Oak Ave | D3 | Building Permit | Foundation permit (caissons only) for new 17-story, 169 unit active senior living residence (1727 Oak Ave Planned Development) | 07/26/18 | pending staff review |
| 2 | 1110-1112 Pitner Avenue | R3 | Building Permit | New 2-family; (2) new detached garages | 08/03/18 | non-compliant, pending revisions from applicant |
| 2 | 1285 Hartrey Avenue | I2 | Building Permit | Interior remodel of medical office spaces | 08/10/18 | pending additional information from the applicant |
| 2 | 1600 Dodge Avenue | R2 | Building Permit | New elevator | 08/14/18 | pending staff review |
| 2 | 733 Brown Avenue | R2 | Building Permit | Solar panels | 08/14/18 | pending staff review |
| 3 | 935 Chicago Avenue | C1a | Building Permit | Repave parking lot, add landscaping (Chicago & Main Planned Development) | 05/17/17 | pending revisions from the applicant |
| 3 | 925 Edgemere Court | R1 | Building Permit | Revetment maintenance | 03/12/18 | additional information submitted, pending staff review |
| 3 | 925 Edgemere Court | R1 | Building Permit | Replace driveway, add columns, gates, fence and extra parking | 06/11/18 | non-compliant, pending revisions from the applicant |

| | | | | | | |
|---|---|--------|-----------------|---|----------|---|
| 3 | 1125 Sheridan Road | R1 | Building Permit | Remove/replace driveway, patio and walk | 07/11/18 | pending additional information from the applicant |
| 3 | 935 Chicago Avenue | C1a | Building Permit | Asphalt repair | 08/03/18 | pending staff review |
| 4 | 1459-1463 Elmwood Avenue | D1 | Building Permit | Addition of 1 apartment on 2nd floor, new covered entry (revisions) | 09/22/17 | pending DAPR 08/22/18 |
| 4 | 1555 Oak Avenue | R6 | Building Permit | Remodel of 52-units (King Home) | 01/30/18 | pending additional information and revisions from the applicant |
| 4 | 1555 Oak Avenue | R6 | Building Permit | Addition of 19 parking spaces, curbing (King Home) | 05/03/18 | pending additional information and revisions from the applicant |
| 4 | 1569 Maple Avenue | D3 | Building Permit | Interior build out of existing 1st floor space | 05/09/18 | pending revisions from the applicant |
| 4 | 1121 Main Street | R1 | Building Permit | Expand driveway | 05/15/18 | non-compliant, pending revisions from the applicant |
| 4 | 910 Custer Avenue | MUE | Zoning Analysis | New 7 buildings, 40 attached multi-family/townhomes (Planned Development) | 05/17/18 | non-compliant, pending revisions from the applicant |
| 4 | 727 Main Street | B2/oDM | Zoning Analysis | New 6-story, mixed-use building with 40 dwelling units, ground floor retail (Planned Development) | 05/17/18 | non-compliant, pending revisions from the applicant |
| 4 | 1315 Elmwood Avenue | R5 | Building Permit | Paver patio and walk | 07/17/18 | non-compliant, pending revisions from the applicant |
| 4 | 1500 Sherman Avenue | D4 | Building Permit | New 15-story, mixed-use building with 3 floors of parking, ground floor retail and residential above (The Albion Planned Development) | 07/19/18 | pending staff review, DAPR |
| 4 | 1236 Wesley Avenue | R3 | Building Permit | Convert 2-flat to SFR | 08/02/18 | pending staff review |
| 4 | 1026 Ridge Court | R1 | Building Permit | 2-story addition | 08/03/18 | non-compliant, pending revisions from the applicant |
| 4 | 1022 Greenleaf Street | R1 | Building Permit | New porch | 08/14/18 | pending staff review |
| 4 | 1603 Orrington Avenue | D3 | Building Permit | Replace 4 antennas, adding 2 antennas and related radio equipment | 08/10/18 | pending staff review |
| 4 | 1640 Chicago Avenue | D3 | Building Permit | Interior remodel | 08/10/18 | pending staff review |
| 5 | 1829 Simpson Street | B1 | Building Permit | Construct new commercial building for restaurant (Lenny & Lambs) | 03/15/18 | pending DAPR |
| 5 | 2102 Darrow Avenue | R3 | Zoning Analysis | Subdivide property, keep existing SFR, demolish detached garage, construct new garage, construct new duplex and SFR with garages | 07/09/18 | non-compliant, pending revisions or minor variation application |
| 5 | Green Bay Road, Noyes Street and Ashland Avenue | C2 | Building Permit | Ground sign located in public right-of-way (Dr. Hill Arts Memorial Garden) | 07/23/18 | pending staff review |
| 5 | 2129 Ridge Avenue | R5 | Zoning Analysis | Zoning verification letter | 08/09/18 | pending staff review |
| 5 | 2121 Ridge Avenue | R5 | Zoning Analysis | Zoning verification letter | 08/09/18 | pending staff review |
| 6 | 2500 Gross Point Road | C2 | Building Permit | New parking lot | 01/25/18 | pending DAPR |
| 6 | 2929 Central Street | B1a | Building Permit | Interior retail buildout (Normandy Remodel) | 03/27/18 | pending DAPR |
| 6 | 2501 Ridgeway Avenue | R1 | Building Permit | Patio renovation | 05/14/18 | pending additional information from the applicant |
| 6 | 2626 Reese Avenue | R1 | Zoning Analysis | Construct 2 story gambrel roof SFR and 1 car detached garage | 06/21/18 | pending revisions from the applicant |
| 6 | 2305 Lincolnwood Drive | R1 | Building Permit | Replace and enlarge driveway, replace steps | 06/22/18 | pending additional information from the applicant |

| | | | | | | |
|---|---------------------------|-----------|-----------------|---|----------|---|
| 6 | 3121 Hartzell Street | R1 | Building Permit | Addition, new garage and new deck | 06/28/18 | non-compliant, pending minor variation application |
| 6 | 3233 Central Street | R4/oCSC-1 | Building Permit | New 2-story, 12-unit multi-family residential building with 1-story 16 car garage | 07/09/18 | pending additional information |
| 6 | 3026 Normandy Place | R1 | Building Permit | Replace patio and front steps | 07/11/18 | pending additional information from the applicant |
| 6 | 2437 Propsect Avenue | R1 | Zoning Analysis | 2-story addition to SFR | 07/12/18 | non-compliant, pending minor variation application |
| 6 | 2649 Lincolnwood Drive | R1 | Building Permit | Addition | 07/25/18 | non-compliant, pending revisions or minor variation application |
| 6 | 2735 Colfax Street | R1 | Building Permit | Replace deck with covered porch, construct new fireplace | 08/01/18 | non-compliant, pending revisions from applicant |
| 6 | 3235 Hartzell Street | R1 | Building Permit | Cap existing stoop with bluestone, install new patio | 08/09/18 | pending staff review |
| 7 | 1501 Central Street | U2 | Building Permit | Renovate existing parking lot (NU - Ryan Field east parking lot) | 06/30/17 | non-compliant, pending revisions or major variation application |
| 7 | 1932 Central Street | B1a | Building Permit | Remodel windows (Bluestone Restaurant) | 12/06/17 | pending additional information from the applicant and DAPR |
| 7 | 2342 Ridge Avenue | R1 | Building Permit | Extend driveway | 03/16/18 | non-compliant, pending revisions or variation application |
| 7 | 2021 McDaniel Avenue | R1 | Building Permit | New paver walk and patio | 05/09/18 | pending additional information from the applicant |
| 7 | 1802 Colfax Street | R3 | Building Permit | Construct patio and steps in street side yard at SFR | 05/22/18 | non-compliant; pending revisions from the applicant |
| 7 | 2041 Hawthorne Lane | R1 | Zoning Analysis | New SFR and attached garage | 06/05/18 | non-compliant, pending revisions from the applicant |
| 7 | 2752 Bryant Avenue | R1 | Zoning Analysis | Construct paver walks and remove existing walks | 06/11/18 | non-compliant, pending revisions from the applicant |
| 7 | 2145 Pioneer Road | R1 | Zoning Analysis | Demo existing garage, construct new 20x24 det-garage | 07/12/18 | non-compliant, pending revisions or variation application |
| 7 | 2814 Garrison Avenue | R1 | Building Permit | Concrete parking pad | 07/18/18 | pending additional information from the applicant |
| 7 | 2200 Dodge Avenue | R1 | Building Permit | Concrete sidewalk | 07/20/18 | pending additional information from the applicant |
| 7 | 1834 Grant Street, Unit 1 | R1 | Building Permit | Interior remodel | 08/13/18 | pending staff review |
| 7 | 2748 Green Bay Road | C2 | Building Permit | Seal coat and re-strip existing parking | 08/14/18 | pending staff review |
| 7 | 2864 Sheridan Place | R1 | Building Permit | New patio | 08/09/18 | pending staff review |
| 7 | 802 Clinton Place | R1 | Building Permit | Interior vertical platform lift | 08/09/18 | pending staff review |
| 7 | 1614-1620 Central Street | O1 | Building Permit | Zoning verification letter | 08/09/18 | pending staff review |
| 8 | 525 Howard Street | B3 | Building Permit | Improvement of existing parking lot | 05/01/18 | pending DAPR 08/29/18 |
| 8 | 721 Case Street | R5 | Building Permit | New 14x20 detached garage | 05/11/18 | non-compliant, pending minor variation application |
| 8 | 525 Howard Street | B3 | Building Permit | Install awnings | 06/18/18 | pending DAPR 08/29/18 |
| 9 | 620 Custer Avenue | R3 | Building Permit | Patio redesign and new brick walk | 09/29/17 | non-compliant, pending revisions from the applicant |

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|---|-----------------------|----|-----------------|-------------------------|----------|---|
| 9 | 1718 Cleveland Street | R2 | Building Permit | Shed | 10/06/17 | non-compliant, pending revisions from the applicant |
| 9 | 611 Ridge Avenue | R1 | Building Permit | Rebuild detached garage | 06/18/18 | non-compliant, pending revisions from the applicant |

Miscellaneous Zoning Cases

| Ward | Property Address | Zoning | Type | Project Description | Received | Status |
|------|---|--------|--|--|----------|---|
| 1 | 1943 Sherman Avenue | R5 | Major Variation | Rear setback for deck stairs, and number of parking spaces to convert a SFR to a 3-flat. | 04/18/18 | pending ZBA 08/28/18 |
| 1 | 1714 Chicago Avenue | R6 | Planned Development | Map Amendment to D3 for new 13-story office building with 120 parking spaces | 06/01/18 | pending DAPR & PC |
| 1 | 1724 Sherman Avenue | D2 | Special Use | Type 2 Restaurant (Kilwins Chocolate) | 07/06/18 | pending ZBA 08/28/18 |
| 1 | 413 Grove Street | R1 | Appeal | Appeal of Zoning Administrator's decision to grant minor variation with conditions | 07/19/18 | pending ZBA 09/04/18 |
| 2 | 1108 Dodge Avenue | C1 | Text Amendments & Special Use | Text amendment for auto sales, auto body repair, auto storage, salvage, and towing. Special use application for all 5 uses | 03/30/18 | pending DAPR, PC & ZBA |
| 2 | 1508 Fowler Avenue | R2 | Major Variation | Construct detached garage in front yard | 07/24/18 | determination after 08/29/18 |
| 2 | 1561 Florence Avenue | R3 | Minor Variation | Side yard setback for 2nd floor addition | 07/31/18 | determination after 08/27/18 |
| 3 | 750 Chicago Avenue | C1a | Major Variation | Replace existing parking with open-air dining area (Fire House Restaurant) | 05/17/18 | pending CC 08/13/18 |
| 3 | 1210 Michigan Avenue | R1 | Minor Variation | Construct detached garage in interior side yard | 07/25/18 | determination after 08/28/18 |
| 4 | 1555 Oak Avenue | R6 | Substitution of Special Use | Substitution of special use for a retirement home (The King Home) | 07/13/18 | pending additional information from the applicant |
| 5 | 1625 Payne, 2147-2149 Dewey & 2118-2120 Ashland | MXE | Special Use | Daycare - domestic animal plus a kennel | 05/24/18 | pending CC 09/17/18 |
| 5 | 1822 Lyons Street | R4 | Major Variation | Establish 3rd dwelling unit in existing 2-flat: lot width, lot size, parking | 05/24/18 | pending CC 09/17/18 |
| 5 | 2119 Ashland Avenue | MXE | Text Amendment, Special Uses and Major Variation | Text amendment for brew pub, special use for banquet hall and brew pub and variations to reduce required setbacks and to eliminate required loading dock | 06/28/18 | pending P&D 09/17/18 |
| 5 | 2415 Wade Street | R2 | Major Variation | Building lot coverage, front and interior side yard setbacks and reduce parking requirement for additions to SFR | 08/01/18 | pending DAPR 08/22/18 & ZBA 09/04/18 |
| 6 | 3318 Grant Street | R1 | Major Variation | Building Lot Coverage, interior side and rear setbacks | 06/11/18 | pending ZBA 08/28/18 |
| 6 | 2628 Gross Point Road | B1a | Special Use & Variations | Special Use for type-2 restaurant and drive-through, oCSC Overlay sidewalk variations | 07/18/18 | pending DAPR, ZBA 09/25/18 |
| 6 | 2437 Prospect Avenue | R1 | Minor Variation | Building lot coverage for addition | 08/01/18 | determination after 08/27/18 |
| 7 | 2004 Central Street | B1a | Special Use | Special Use for expansion of an existing type-2 restaurant into adjacent space (Backlot Coffee) | 07/09/18 | pending ZBA 08/28/18 |
| 7 | 716 Roslyn Place | R1 | Minor Variation | Impervious surface coverage for patio | 07/31/18 | determination after 08/21/18 |
| 8 | 348 Custer Avenue | R5 | Major Variation | Major variation to reduce lot size and lot width to increase number of dwelling units from 2 to 3 | 06/25/18 | pending DAPR 08/15/18, ZBA 08/28/18 |

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|---|-------------------|----|----------------------------------|--|----------|-----------------------------|
| 9 | 514 Custer Avenue | R3 | Special Use & Fence Variation | Replace public utility equipment with DC-in-a-box and 14' and 20' fire walls (fencing) for ComEd | 06/14/18 | pending ZBA 09/04/18 |
|---|-------------------|----|----------------------------------|--|----------|-----------------------------|



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: August 17, 2018

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, August 17, 2018

Field Reports

| Ward | Property Address | Construction Type | Inspector Notes | Received |
|------|---|---------------------------------|--|-----------|
| 1 | 811 Emerson (Focus Development) | Mixed Use Building | Streets, sidewalks and alleys are in good condition. Construction fencing is in place. Crosswalk locations have been corrected to prepare for next stage of construction. Vibration monitoring has concluded as excavation and foundation activities have been completed. | 8/14/2018 |
| 2 | 1711 Church Street (Advanced Disposal) | Demolition/ Site Improvement | All construction materials stored on site have been removed. Preparing for final landscaping. | 8/14/2018 |
| 2 | 2215 Dempster Street (HOW) | Multi-Unit Building | Construction fence and screening have been installed. The site is secure and contact signage has been posted. Foundation walls are in place. | 8/14/2018 |
| 4 | 1500 Sherman (Albion at Evanston) | Mixed Use Building | Water and sewer disconnections have been completed. Demolition of the four existing buildings is underway. Construction fencing is in place. Contractor has been instructed to adhere to the Construction Management Plan and obtain Right of Way permits prior to any obstruction. | 8/14/2018 |
| 5 | 2525 Church Street (Pumping Station) | Pumping Station | Construction fence and screening have been installed. Contact signage has been posted. | 8/14/2018 |
| 5 | 824 - 828 Noyes (828 Lofts) | Mixed Use Building | Fences and barricades have been removed. Streets and alleys are kept clean. Work on brick exterior is complete. Developer will be requesting August occupancy for September leasing. Final inspections are underway. | 8/13/2018 |
| 7 | 2705 Ashland (Welsh-Ryan Arena) | New Athletic Arena | The project is continuing on schedule for October 2018. The rough construction is near completion and has received inspection approval. The site is well-kept and all materials are neatly stored. Gate attendants are on duty to direct traffic for trucks entering and leaving the site. Tire washing is done when needed. City Manager has approved a Sunday work request for interior work through September 30th. Northwestern Univ. will begin tests to better understand the mechanical unit noise levels and evaluate possible adjustments to reduce these levels. | 8/16/2018 |
| 7 | 2145 Sheridan Rd (Tech A/B Infill) | Academic Facility | Installation of decking, roofing and HVAC system continue to move forward. Construction fencing is plumb and screening material is in good condition. | 8/14/2018 |



Memorandum

To: Honorable Mayor and Members of the City Council

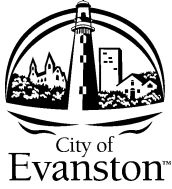
From: Ike Ogbo, Public Health Manager

Subject: Food Establishment License Application Weekly Report

Date: August 17, 2018

The table below is the weekly report of food establishment license applications received and pending. The report includes the ward, property address, business name, date received, and current status.

| Ward | Property Address | Business Name | Date Received | Current Status |
|------|--------------------|---|---------------|---|
| 3 | 517 Dempster St | French Kiss Café | 8/14/2018 | Change of Ownership Pending Inspections |
| 4 | 1633 Orrington Ave | Lao Sze Chuan | 8/8/2018 | Change of Ownership Pending Inspections |
| 8 | 2485 Howard St | Shallots Express (Kosher Deli inside Jewel) | 8/7/2018 | Pending Inspections |
| 1 | 817 University Pl | Mexican Restaurant (Name TBD) | 7/12/2018 | Pending Building Permit Submittal |
| 1 | 816 Church St | 10Q Chicken | 7/11/2018 | Pending Inspections |
| 2 | 2113 Greenleaf St | Spoonfoolery | 6/28/2018 | License Issued |
| 4 | 1042 Wesley Ave | Backlot Hospitality | 6/27/2018 | Pending Building Permit Approval |
| 1 | 1724 Sherman Ave | Kilwins Chocolates, Fudge & Ice Cream | 6/13/2018 | Pending Inspections |
| 5 | 1601 Simpson St | Rama Express | 6/11/2018 | Pending Health Inspection Approval |
| 1 | 716 Church St | Colectivo Coffee Roasters | 5/14/2018 | Pending Inspections |
| 2 | 2000 Dempster St | I Love Sweets | 5/14/2018 | Pending Inspections |
| 1 | 1635 Chicago Ave | Prairie Moon | 5/1/2018 | Pending Inspections |
| 3 | 1111 Chicago Ave | Binny's Beverage Depot | 3/20/2018 | Pending Inspections |
| 5 | 1829 Simpson St | Lenny & Lambs | 1/11/2018 | Pending Building Permit Approval |
| 8 | 721 Howard St | Theo Ubique Cabaret Theatre | 12/19/2017 | Pending Inspections |
| 7 | 2022 Central St | Lush Wine & Spirits | 10/24/2016 | Pending Inspections |



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: August 17, 2018

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

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

Liquor Licensing Weekly Report

Liquor Applications Received and Pending

| WARD | BUSINESS NAME | BUSINESS ADDRESS | LIQUOR CLASS | CLASS DESCRIPTION | PROPOSED HOURS for LIQUOR SALES | DATE REC'D | STATUS ¹ |
|------|--|-------------------|--------------|---------------------|--|------------|------------------------------|
| 1 | Terneo 3634 LLC (Bat 17 - New Owner) | 1707-1709 Benson | C | Restaurant (Liquor) | Sun: 10am-1am; M-TH: 11am-1am; F-Sa: 11am-2am | 6/29/18 | Pending Liquor Board Meeting |
| 7 | Compass Group USA dba Chartwell's (NU Norris Center) | 1999 Campus Drive | R | University (liquor) | M-Th: 10am – 1am; Fri-Sun 10am-2am. | 6/26/18 | Pending Liquor Board Meeting |
| 7 | Compass Group USA dba Chartwell's (NU Catering) | 1999 Campus Drive | T | Caterer (Liquor) | M-Th: 11am-1am; Fri-Sat: 11am-2am; Sun: 12am-1am | 6/26/18 | Pending Liquor Board Meeting |
| 7 | Levy Premium Foodservice | 2255 Campus Drive | T | Caterer (Liquor) | Vary – private/catered events | 7/20/18 | 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 AUGUST 17, 2018

Northwest Municipal Conference Accomplishments Profiled in 2017-2018 Annual Report

The 2017-2018 fiscal year was a busy one for the Northwest Municipal Conference. The recently published NWMC FY 2017-2018 Annual Report compiles a comprehensive list of accomplishments that may have been overlooked during the year. For example, the NWMC oversaw gross sales of approximately \$55 million to over 400 unique entities through the Suburban Purchasing Cooperative. The NWMC hosted legislative negotiations on the Small Wireless Facilities Deployment Act while tracking over 350 bills. The NWMC programmed \$15 million in federally funded Surface Transportation Program projects. The NWMC completed 150 surveys, providing timely information to Conference decision makers. The NWMC approved a budget without a dues increase for the fifth consecutive year. To learn more, please go to: <http://www.nwmc-cog.org/Home/NWMC-Annual-Report-FY2017-2018.aspx>.
Staff contacts: Mark Fowler, Larry Bury

Register Your Delegates to the NWMC Board of Directors

Staff has emailed information to the membership to register delegates and alternate delegates for the NWMC Board of Directors. Members are requested to remit the form by Friday, August 24 to Karol Heneghan via fax, 847-296-9207 or email, kheneghan@nwmc-cog.org. The NWMC Board will resume its monthly meeting schedule on Wednesday, September 12. *Staff contact: Karol Heneghan*

Northwest Council of Mayors Talks Changes to the Surface Transportation Program

The Northwest Council of Mayors Technical Committee met Thursday at the *Barrington Village Hall*. Chicago Metropolitan Agency for Planning (CMAP) Senior Program Analyst Kama Dobbs presented the proposed scoring system and project selection criteria for the new Surface Transportation Program (STP) regional Shared Fund. The Technical Committee raised a number of specific concerns about the scoring system and selection criteria, which are being compiled and will be transmitted to CMAP. In addition, Ms. Dobbs fielded questions on the proposed Active Program Management rules for all STP projects in the region.

The Technical Committee approved a revised list of STP projects based on expected letting or obligation dates of upcoming projects. The Technical Committee also tabled any consideration of functional classification change requests until it obtains clarification on the status of previous requests. The next Technical Committee meeting will be held Friday, October 5, 8:30 a.m. at *Barrington Village Hall*. *Staff Contact: Josh Klingenstein*

SPC Awards Sewer Cleaning Truck Extensions for Alternate Vendor

In December 2017, the Suburban Purchasing Cooperative (SPC) Governing Board declined to renew a contract extension with EJ Equipment, Manteno as alternate vendor for the 10 Yard Fan Catch Basin/Sewer Cleaner (contract #161) and 12 Yard Fan Catch Basin/Sewer Cleaner (contract #162) due to problems with certain units sold under the contract. Since then, EJ Equipment has cured the situation to the satisfaction of the purchaser. Therefore, the SPC Governing Board has awarded EJ Equipment, Manteno, alternate vendor status through December 8, 2018 as follows:

10 Yard Fan Catch Basin/Sewer Cleaner (contract #161) - \$287,948.00
12 Yard Fan Catch Basin/Sewer Cleaner (contract #162) - \$309,263.00

Standard Equipment, which was awarded the first of three (3) possible one-year contract extensions from December 9, 2017 through December 8, 2018, remains the primary vendor for these contracts with prices as follows:

10 Yard Fan Catch Basin/Sewer Cleaner (contract #161) - \$327,783.00
12 Yard Fan Catch Basin/Sewer Cleaner (contract #162) - \$344,294.00

For questions or additional information, please contact EJ Equipment Regional Manager, Eric LeSage, 815.370.3549 (cell), 815.468.0250 (office), or eric@ejequipment.com. *Staff contact: Ellen Dayan*

SPC to Host Vendor Booth at IML Conference

While you're at the IML Conference, please be sure to stop by the exhibition hall where the Suburban Purchasing Cooperative (SPC) will host Booth #302 featuring staff and five key vendors of the Cooperative. Confirmed to participate in the SPC booth are Call One (telecommunications); Currie Motors (Ford and Chevy vehicles); Foster Coach (Type I and Type III Ambulances); Fire Service, Inc. (Type III Ambulance); and Standard Equipment (street sweepers and sewer cleaning trucks). Staff will provide updates as additional vendors confirm participation.

The exhibit hall will be open on Thursday, September 20 from 2:00 p.m. to 5:00 p.m. and on Friday, September 21 from 10:00 a.m. to 5:00 p.m. For additional information, please contact NWMC Purchasing Director Ellen Dayan, edayan@nwmc-cog.org or 847-296-9200, ext. 132. *Staff contact: Ellen Dayan*

Register for the 2018 IML Annual Conference

On September 20-22, the Illinois Municipal League (IML) is hosting its annual conference at the Hilton Chicago. The IML conference offers educational sessions germane to the operations of local government as well as the opportunity to network with elected officials and staff from every region of the state. Highlighting the conference is the opening general session featuring former professional football and baseball star Bo Jackson. For more information and to register, please visit <http://www.iml.org/conference>. *Staff contact: Mark Fowler*

Access to Transit Deadline Approaching

The deadline to apply to the RTA Access to Transit program is Friday, August 31 at 5 p.m. The Access to Transit program provides funding for small scale capital projects that improve access to the regional transit system for pedestrians and bicyclists. Application instructions are available at <http://www.rtachicago.org/index.php/plans-programs/grants-projects/access-to-transit.html>. If you have any questions or need additional information, please contact Brian Hacker at hackerb@rtachicago.org. *Staff Contacts: Josh Klingenstein, Cole Jackson*

Meetings and Events

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

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

NWMC Board of Directors will meet on Wednesday, September 12 at 7:00 p.m. in Room 1604 at Oakton Community College in *Des Plaines*.

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