



# Memorandum

To: Mayor Hagerty and Members of the City Council  
From: Wally Bobkiewicz, City Manager  
Subject: City Manager's Weekly Update  
Date: March 1, 2019

## **STAFF REPORTS BY DEPARTMENT**



Weekly Report for February 21, 2019 – February 27, 2019

**City Manager's Office**  
City Council Agenda Schedule

**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**

**Monday, March 4, 2019**

Human Services

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

**Wednesday, March 6, 2019**

Design and Project Review Committee

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

**Thursday, March 7, 2019**

Housing and Homelessness Commission

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

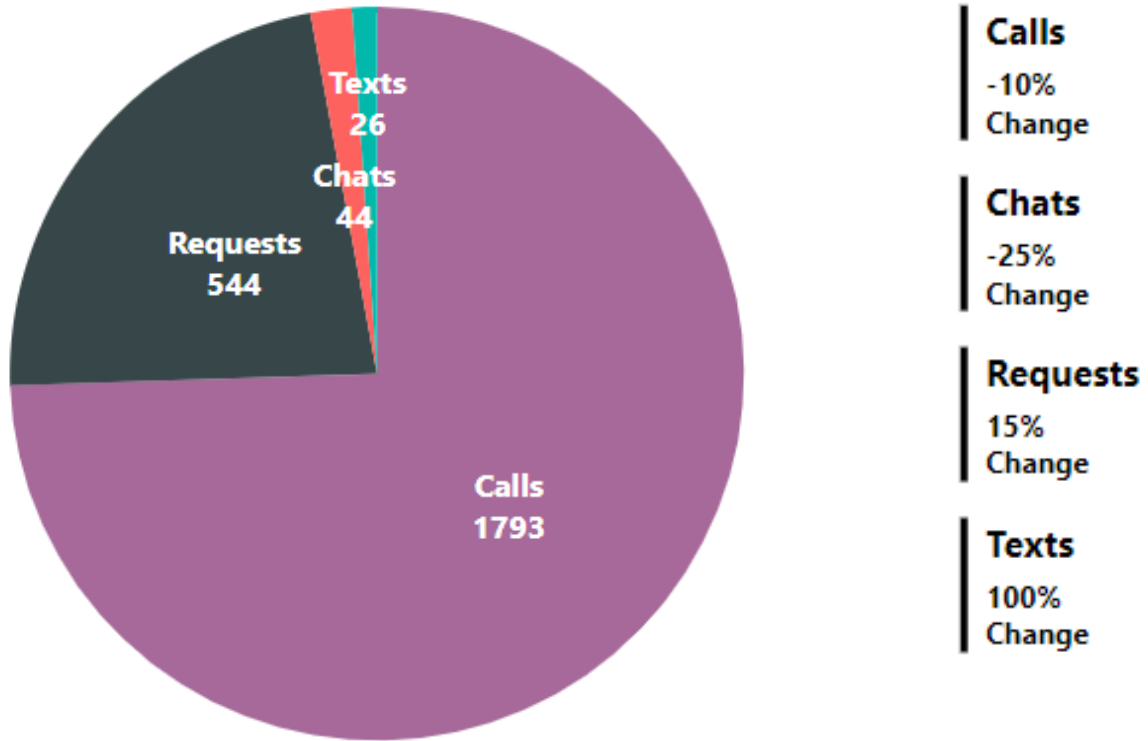
**Friday, March 8, 2019**

Utilities Commission

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

February 21 – 27, 2019

## Service Requests



**Trending:**

Broken Parking Meters
Broken Pay Stations

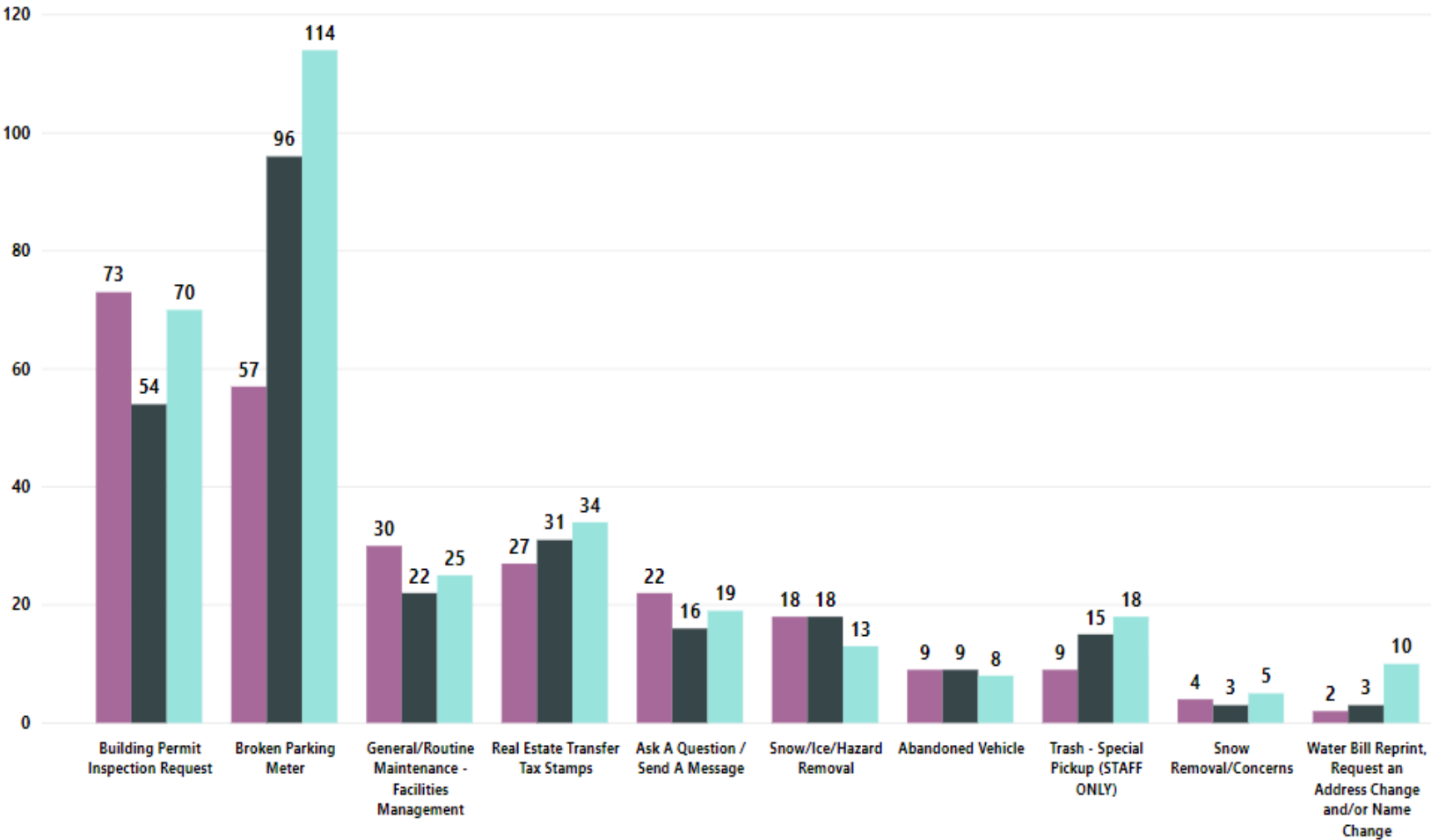


# Weekly Report

February 21 – 27, 2019

## Three Week Comparison

● This Week (Feb 21-27) ● Last Week (Feb 14-20) ● Two Weeks (Feb 7-13)



### Missed Garbage Pickup

This week 20; Last week 9

Above 3 year avg. of 14.2

### Missed Recycling Pickup

This week 8; Last week 7

Below 3 year avg. of 13.1

### Rodents/Rats

This week 6; Last week 4

Below 3 year avg. of 20.3



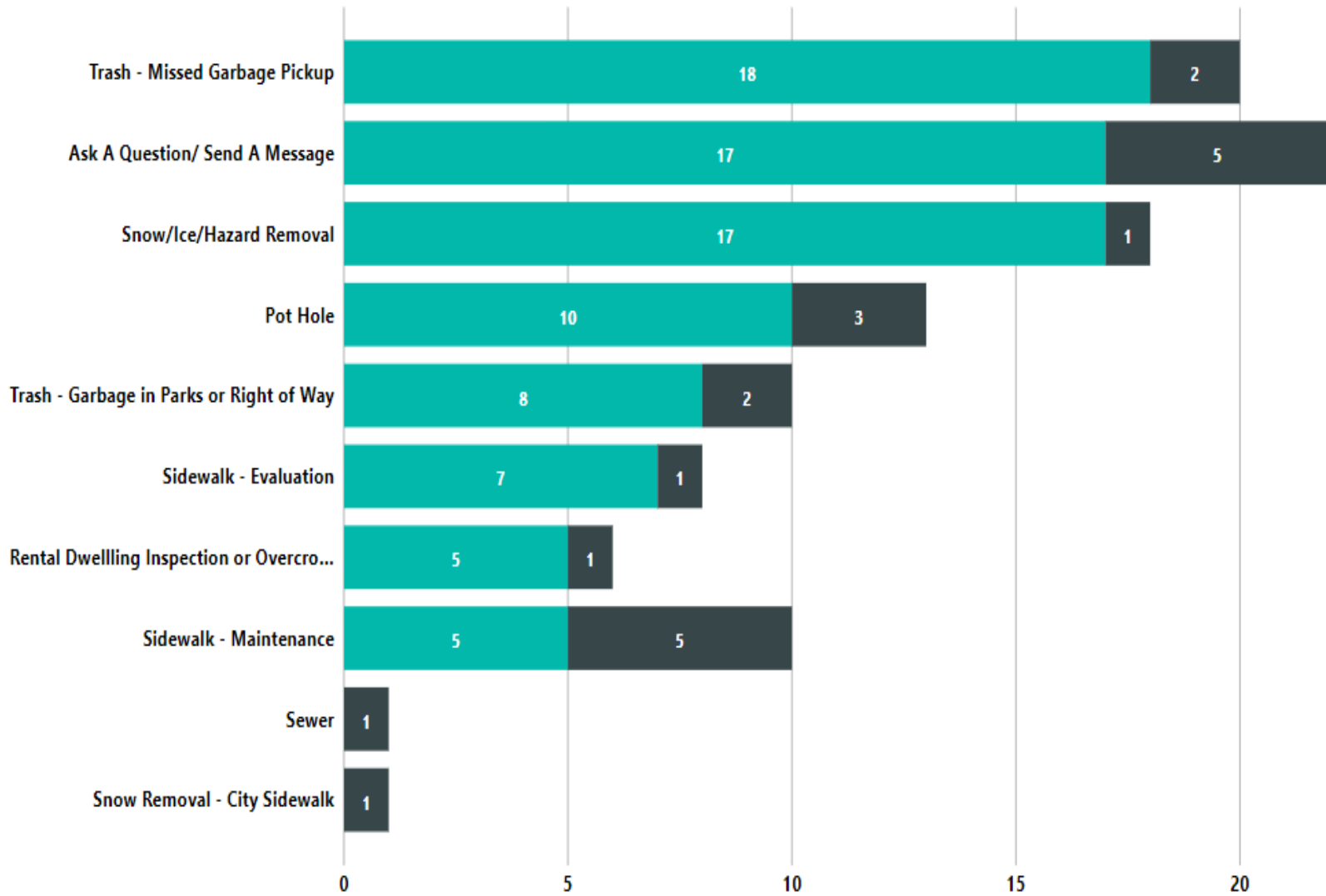


# Weekly Report

February 21 – 27, 2019

## SLA Analysis

● # On Time ● # Late





# Weekly Report

**February 21 – 27, 2019**

**Upcoming Events—March 4 –10**

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
<p><b>4</b></p> <p>6:00 PM <a href="#">Human Services Committee</a></p> <p>6:30 PM <a href="#">Public Art Subcommittee</a></p>	<p><b>5</b></p> <p>5:00 PM <a href="#">PIZZAMANIA</a></p> <p>7:00 PM <a href="#">1st Ward Meeting</a></p>	<p><b>6</b></p> <p>2:30 PM <a href="#">Design and Project Review Committee</a></p>	<p><b>7</b></p> <p>8:00 AM <a href="#">Empowering Women Conference and Expo</a></p> <p>7:00 PM <a href="#">Housing and Homelessness Commission</a></p>	<p><b>8</b></p> <p>7:15 AM <a href="#">Utilities Commission Meeting</a></p> <p>9:00 AM <a href="#">Evanston History Center International Women's Day Celebration</a></p> <p>10:45 AM <a href="#">State of the City Luncheon</a></p> <p>6:30 PM <a href="#">Family Fun Fridays</a></p> <p>7:00 PM <a href="#">Wild &amp; Scenic Film Festival</a></p>	<p><b>9</b></p> <p>8:00 AM <a href="#">Indoor Farmers' Market</a></p> <p>9:30 AM <a href="#">Family Workshops</a></p> <p>2:00 PM <a href="#">Wild &amp; Scenic Film Festival</a></p> <p>4:00 PM <a href="#">North Shore Choral Society Concert</a></p>	<p><b>10</b></p>

## Evanston City Council Agenda Schedule - 2019 Dates

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

<b>2019 Meeting Dates: Jan 14, Jan 22, Jan 28, Feb 4, Feb 11, Feb 18, Feb 25, Mar 11, Mar 18, Apr 8, Apr 15, Apr 22</b>						
<b>May 13, May 20, May 28, Jun 10, Jun 17, Jun 24, Jul 8, Jul 15, Jul 22, Aug 12</b>						
<b>Sept 9, Sept 16, Sept 23, Oct 14, Oct 21, Oct 28, Nov 11, Nov 18, Nov 25, Dec 9</b>						
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Mayor	3/11/2019	Colorectal Cancer Awareness Month, March	PR	CC	Francellno	
Mayor	3/11/2019	Women in Public Office Day - March 19	PR	CC	Francellno	
CMO/ Mayor	3/11/2019	Harley Clarke	SPB	CC	Bobkiewicz	
CMO	3/11/2019	Bills/Payroll/Credit Card	B	APW	Desai	
PWA	3/11/2019	Lovelace Tennis Court Resurfacing	B	APW	Stoneback	
PWA	3/11/2019	Green Bay Rd Landscape Maintenance	B	APW	Stoneback	
PWA	3/11/2019	Park Mowing Svcs Contract	B	APW	Stoneback	
PWA	3/11/2019	CIPP Contract A	B	APW	Stoneback	
PWA	3/11/2019	Single Source - Asphalt	B	APW	Stoneback	
PWA	3/11/2019	Single Source - Concrete	B	APW	Stoneback	
Admn Svcs	3/11/2019	Accela Renewal	B	APW	Storlie	
Admn Svcs	3/11/2019	SP Plus Amendment	B	APW	Storlie	
Admn Svcs	3/11/2019	License Plate Recognition System	B	APW	Storlie	
Admn Svcs	3/11/2019	Vehicle Purchase/Lease	B	APW	Storlie	
Health	3/11/2019	YWCA Svc Provider Agmt	B	APW	Thomas-Smith	Held from 2/25/19
CMO	3/11/2019	YJC Career manager	B	APW	Bobkiewicz	Held from 2/25/19
PRCS	3/11/2019	Sole Sorce Contract w/ Robothink	B	APW	Hemingway	
PRCS	3/11/2019	Two Nine-Month Leases - Noyes	R	APW	Hemingway	
CMO	3/11/2019	Loan Agreement with Police Chief	R	APW	Bobkiewicz	
Admn Svcs	3/11/2019	Mental Health Assoc.- Civic Center Lease	R	APW	Storlie	
Admn Svcs	3/11/2019	Boiler Room Apt Lease	R	APW	Storlie	
Admn Svcs	3/11/2019	Sale of Surplus	O	APW	Storlie	For Intro
PWA	3/11/2019	Trees and Shrubs Amendments	O	APW	Stoneback	For Action
CD	3/11/2019	Sale of 1729 Dodge to ETHS	O	APW	Leonard	For Action
CD	3/11/2019	Special Use - 821-823 Chicago - Sketchbook	O	PD	Leonard	For Intro
CD	3/11/2019	Map Amendment - Rezone / Planned Development	O	PD	Leonard	For Intro
CD	3/11/2019	Public Benefit Amendments Ordinance	D	PD	Leonard	
CD	3/11/2019	DAPR Discussion	D	PD	Leonard	
PRCS	3/11/2019	2019 Special Events	B	HSC	Hemingway	
PRCS	3/11/2019	Honorary Street Name: Tina Lifford Way	R	HSC	Hemingway	
PRCS	3/11/2019	Gibbs-Morrison Studio Lease	R	HSC	Hemingway	
CD	3/11/2019	2019 Great Merchant Grants	B	ED	Leonard	

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CD	3/11/2019	Entrepreneurship Support Pgm Funding Request	B	ED	Leonard	
CD	3/11/2019	Evanston Development Cooperative Request for Funding	B	ED	Leonard	
	3/11/2019	Exec Session (Work Comp, Litigation)		CC		
	3/18/2019	National Fair Housing Month, April 2019	PR	CC		
	3/18/2019	National Public Health Week (April 1-7)	PR	CC		
	3/18/2019	City Council Goals (Community Development / Job Creation)	B/SPB	CC		6:00 PM
CMO	3/18/2019	Robert Crown Update	P/SPB	CC	Storlie	
Admn Svcs	3/18/2019	Zamboni Purchase	B/SPB	CC	Storlie	
CD	3/18/2019	2018 CAPER for CDBG/HOME/ and Emergency Solutions Grant	B/SPB	CC	Leonard	
CD	3/18/2019	Planned Development/ Map Amendment - 1714-1720 Chicago	O/SPB	CC	Leonard	For Action - held from 2/25/19
	4/1/2019	Human Services				
	4/1/2019	Rules				
	4/8/2019	National Library Week - "Libraries= Strong Communities" (April 7-13)	PR	CC		
	4/8/2019	National Volunteer Week (April 7-13)	PR	CC		
Health	4/8/2019	Nuisance Premise	D/SPB	CC	Thomas-Smith	
CD	4/8/2019	506 South Blvd - RFP/RFQ	O/SPB	CC	Leonard	For Intro
PWA	4/8/2019	2019 Parking Lots Improvements	B	APW	Stoneback	
PWA	4/8/2019	Alley Paving Special Assessment	B	APW	Stoneback	
PWA	4/8/2019	Emerson St. Traffic Signal (2)	B	APW	Stoneback	
PWA	4/8/2019	Main St. Project - West End (2)	B	APW	Stoneback	
PRCS	4/8/2019	Lakefront Concession Contract Renewal	B	APW	Hemingway	
PRCS	4/8/2019	PRCS Summer Clothing Purchase	B	APW	Hemingway	
PRCS	4/8/2019	Summer Food Program	B	APW	Hemingway	
PRCS	4/8/2019	Play-Well Technologies Contract	B	APW	Hemingway	
PRCS	4/8/2019	Chess Wizard Contract	B	APW	Hemingway	
Legal	4/8/2019	IGA with D202 - Reciprocal Reporting and SRO	B	APW	Masoncup	
Admn Svcs	4/8/2019	IAFF Contract	B	APW	Storlie	



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Admn Svcs	4/8/2019	Clark St Zone Parking	O	APW	Storlie	For Intro
PWA	4/8/2019	Obstructions on Public Ways - Leaves on Street	O	APW	Stoneback	For Intro
PWA	4/8/2019	Obstructions on Public Ways - Snow	O	APW	Stoneback	For Intro
PWA	4/8/2019	Obstructions on Public Ways - Sidewalks clear of ice	O	APW	Stoneback	For Intro
PWA	4/8/2019	Trash Receptacles - clear snow or ice	O	APW	Stoneback	For Intro
CD	4/8/2019	Text Amendment - Active Ground Floor Uses	O	PD	Leonard	For Intro
Mayor	4/15/2019	National Community Development Week (April 22-26)	PR	CC	Francellno	
	4/22/2019	Earth Day, April 22	PR	CC		
	4/22/2019	Drinking Water Week (May 5-11)	PR	CC		
PWA	4/22/2019	2019 Water Main	B	APW	Stoneback	
PRCS	4/22/2019	Summer Bus Transportation	B	APW	Hemingway	
CMO	4/22/2019	Wheel Tax Renewal - October	O	APW	Storlie	
	4/29/2019	Special City Council - Aff. Housing		CC		
	5/13/2019	National Preservation Month, May 2019	PR	CC		
	5/13/2019	National Police Week (May 12-18)	PR	CC		
CD	5/13/2019	Business License Registration	O	APW	Leonard	For Intro
	5/20/2019	Public Works Week (May 19-25)	PR	CC		
	5/28/2019	National Senior Health & Fitness Day (May 29)	PR	CC		
<b>Council &amp; Committee Meetings</b>						
3/2/2019	9:00 AM	Special City Council				
3/4/2019	6:00 PM	Human Services Committee				
3/7/2019	7:00 PM	Housing & Homelessness Commission				
3/11/2019	4:15 PM	Ethics Subcommittee of the Rules Committee				

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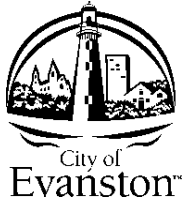
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3/11/2019	6:00 PM	Administration & Public Works, Planning & Development, City Council				
3/13/2019	1:30 PM	Lighthouse Landing Complex Committee				
3/18/2019	6:00 PM	City Council				
3/19/2019	7:00 PM	Housing & Community Development Act Committee				
3/20/2019	6:00 PM	Transportation & Parking Committee				
3/20/2019	6:30 PM	M/W/EBE Development Committee				
3/21/2019	6:30 PM	Equity & Empowerment Commission				
3/28/2019	5:30 PM	Emergency Telephone System Board				

**REFERRALS FROM COUNCIL**

Dept	Date of Referral	Item	Alderman/ Staff	Tentative Date		
Admin Svcs	1/14/2019	Discussion/APW - Wheel Tax Payment to July	Ald. Suffredin	2/25/2019 - Discussion, return with Ordinance 4/22/19		
CD	1/14/2019	P&D - Report on DAPR Committee	Fiske	3/11/2019		
CMO	1/28/2019	Harley Clarke - New Proposal	Wilson	3/11/2019		
CMO	2/4/2019	Harley Clarke - New Proposal	Fiske	3/11/2019		
CMO	2/4/2019	Set Special City Council - Aff Housing	Bobkiewicz	4/29/2019		
CMO	2/4/2019	Set Special City Council - Goals	Bobkiewicz	2/12/2019		
PRCS	2/11/2019	Human Services - invite Lawrence on dog beach for 2019	Fiske	3/4/2019		
PRCS	2/11/2019	Human Services - Special Events - Use of Parks - NonProfits	Fiske	3/4/2019		
CMO/Admin Sv	2/18/2019	Harley Clarke - how much does City spend to maintain?	Fleming	3/11/2019		
PWA	2/18/2019	How much money/how many contracts to Christopher Burke Engineering in last 5 years	Fleming			
PWA	2/18/2019	P&D - Percentage of Property Owners to approve alley paving process	Fiske			

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	
CD		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
CMO		Amendment to PEHP Resolution	R	APW	Desai	



# Memorandum

To: Honorable Mayor and Members of the City Council  
From: Scott Mangum, Planning and Zoning Manager  
Subject: Weekly Zoning Report  
Date: February 27, 2019

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](mailto:smangum@cityofevanston.org) if you have any questions or need additional information.

## Zoning Weekly Update

Cases Received and Pending, February 21, 2019 - February 27, 2019

Backlog (business days received until reviewed): 42

Volume (number of cases pending staff review): 30

### Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1943 Sherman Avenue	R5	Building Permit	Convert single-family residence to 3-flat	07/26/17	non-compliant, pending revisions from the applicant
1	1426 Forest Avenue	R1	Building Permit	Interior remodel, 1st and 2nd story additions, new garage	12/21/18	pending staff review
1	1319 Forest Avenue	R1	Zoning Analysis	Interior renovation, new exterior concrete stairs to basement	01/15/19	pending staff review
1	817 Emerson Street	C1	Building Permit	Interior tenant build out (7-11)	01/28/19	pending additional information from the applicant
1	1914 Sheridan Road	T2	Zoning Analysis	Elevator and rear stair addition (The Black House, NU)	02/14/149	pending additional information from the applicant
1	321 Lake Street	R1	Zoning Analysis	Reconstruct 2nd floor porch, construct rear screened-in porch and side entry vestibule	02/18/19	pending staff review
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	<b>pending adjustment to the PD, DAPR</b>
2	1514 Dewey Street	R3	Building Permit	New single-family residence	10/10/18	non-compliant, pending revision from the applicant
2	1727 Oak Avenue	D3	Building Permit	New 17-story, 155' tall, age-restricted 169 unit multiple family dwelling, with 139 parking spaces (1727 Oak Ave PD)	11/05/18	pending additional information
2	1154 Ashland Avenue	R3	Zoning Analysis	Demo existing 2nd story, construct new 2nd story	01/15/19	pending pending additional information
2	1919 Dempster Street	C2	Building Permit	Exterior renovation, new side by side drive-thru, site ADA improvements (McDonalds)	01/17/19	<b>pending additional information, DAPR</b>
2	1805 Cleveland Street	R2	Building Permit	2nd story addition	01/25/19	pending minor variation application
2	1215 Church Street	R4	Zoning Analysis	4-story addition, renovate existing YWCA, demo 2 houses, expand parking, site improvements (YWCA)	02/14/19	pending staff review
2	2021 Lee Street	I2	Building Permit	Interior tenant improvement	02/19/19	pending staff review
2	1817 Greenwood Street	R3	Building Permit	Deconvert 2-flat to single-family residence	02/26/19	pending staff review
3	419 Keeney Street	R5	Building Permit	Rehabilitation of 2-story multiple family apartment building	11/07/18	pending additional information from the applicant
3	1422 Hinman Avenue	R5	Building Permit	New 3 car garage and coach house	12/04/18	pending revisions from the applicant
3	1218 Sheridan Road	R1	Building Permit	Replace driveway with brick pavers, replace patios, columns at front corners of property, retaining wall in rear yard.	12/06/18	non-compliant, pending revisions from the applicant
3	1218 Sheridan Road	R1	Building Permit	Interior renovation	01/23/19	pending staff review
3	1032 Forest Avenue	R1	Zoning Analysis	New single-family residence	02/01/19	pending staff review
3	901 Edgemere Court	R1	Zoning Analysis	Fence, deck, driveway, patio and walks	02/06/19	pending staff review
3	935 Chicago Avenue	C1a	Zoning Analysis	Zoning verification letter (off-site parking lot for The Main)	02/25/19	pending staff review

3	1426 Chicago Avenue, 1S	R6	Building Permit	Interior renovation	02/27/19	pending staff review
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	601 Davis Street	D2/D3	Zoning Analysis	18-story Office building with 42 parking spaces, ground floor retail and drive-through	11/28/18	non-compliant, pending revisions from the applicant and/or planned development application
4	1118 Elmwood Avenue	R3	Building Permit	New 2-unit residential building	12/13/18	pending additional information
4	1308 Elmwood Avenue	R5	Building Permit	1-story addition and roof-top deck	02/05/19	pending staff review
4	1314 Davis Street	R1	Building Permit	Additions, interior renovation and new detached garage	02/15/19	pending staff review
4	622 Davis Street	D2	Building Permit	Interior renovation for a Type-2 restaurant	02/18/19	pending staff review
4	1571 Maple Avenue	D3	Zoning Analysis	Zoning verification letter	02/20/19	pending staff review
4	1555 Oak Avenue	R6	Building Permit	Interior renovation of 6th floor, additional memory care rooms	02/22/19	pending staff review
4	1330 Lake Street	R1	Building Permit	Interior remodel, replace a/c	02/25/19	pending staff review
4	909 Davis Street, #260	RP	Building Permit	Tenant improvements	02/26/19	pending staff review
4	906 Elmwood Avenue	R5	Building Permit	Remove and replace rear decks	02/26/19	pending staff review
5	1413 Emerson Street	R5	Zoning Analysis	5-Story, 24 Dwelling Units, 36 Parking Spaces For New Residential Condo Building 1413-1425 Emerson Street	09/21/18	non-compliant, pending revisions
5	1917 Jackson Avenue	R5	Zoning Analysis	5-Story, 20 Dwelling Units, 30 Parking Spaces For New Residential Condo Building 1917-1925 Jackson Ave	9/21/2018	non-compliant, pending revisions
5	2120 Jackson Avenue	MXE	Building Permit	Rehabilitation of 3-story multiple family apartment building	11/07/18	pending additional information from the applicant
5	2211 Maple Avenue	R5	Zoning Analysis	New 6-story, 13 dwelling unit multi-family residence with parking at existing garage across alley	01/14/19	non-compliant, pending revisions/additional information from the applicant
5	2119 Ashland Avenue	MXE	Building Permit	Addition and interior renovations	02/13/19	pending staff review
5	2047 Darrow Avenue	R4	Building Permit	Deconvert 2-flat to single-family residence	02/15/19	pending staff review
5	2417 Lyons Street	R2	Building Permit	Solar panels	02/15/19	pending additional information from the applicant
6	2415 Hartzell Street	R1	Building Permit	Replace deck and screened porch	11/26/18	non-compliant, pending revisions from the applicant
6	3127 Park Place	R1	Building Permit	Addition, interior remodel	01/03/19	pending additional information from the applicant
6	2205 McDaniel Avenue	R1	Building Permit	2-story addition, interior renovation, new detached garage	02/12/19	pending staff review
6	2340 Lincolnwood Drive	R1	Building Permit	Re-tile covered and uncovered patio	02/21/19	pending staff review
7	2115 Lincoln Street	R1	Building Permit	Install patio in front yard	09/28/18	non-compliant, pending revisions from the applicant
7	1833 Lincoln Street	R5	Building Permit	New deck	10/11/18	non-compliant, pending revisions from the applicant
7	2650 Sheridan Road	R1	Building Permit	New single-family residence	12/28/18	non-compliant, pending revisions from the applicant
7	2404 Ridge Avenue	R1	Zoning Analysis	Subdivide property into 3 lots	01/08/19	non-compliant, pending additional information from the applicant
7	2660 Sheridan Road	R1	Building Permit	Interior renovation	02/07/19	pending staff review

7	2201 Pioneer Road	R1	Building Permit	20x22 detached garage	02/08/19	non-compliant, pending revisions from the applicant
7	2719 Asbury Avenue	R1	Building Permit	Replace concrete stoop and steps	02/13/19	pending additional information from the applicant
7	2650 Ridge Avenue	R4/oH	Building Permit	Interior renovation (Evanston Hospital)	02/19/19	pending staff review
7	2767 Sheridan Road	R1	Building Permit	Addition	02/19/19	pending staff review
7	1213 Leonard Place	R1	Building Permit	Front walk	02/21/19	pending staff review
8	1304 Kirk Street	R3	Building Permit	Rehabilitation of 2-story multiple family apartment building	11/07/18	pending additional information from the applicant
8	999 Howard Street	C1	Zoning Analysis	Existing CJE Adult Daycare Building + New 4 Story Multiple Family Residence with 60 units And 57 Parking Spaces.	01/29/19	non-compliant, pending revisions from the applicant
8	327 Howard Street	B3	Building Permit	Interior remodel	02/26/19	pending staff review
9	740 Custer Avenue	C2	Building Permit	Pave existing gravel parking lot with asphalt	10/24/18	non-compliant, pending revisions from the applicant
9	1405 Cleveland Street	R3	Building Permit	Remove and replace rear porch	02/13/19	pending staff review

#### Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1714 Chicago Avenue	R6	Planned Development	Map Amendment to D3 for new 13-story office building with 120 parking spaces	06/01/18	<b>pending CC 03/18/19</b>
1	1621-1631 Chicago Avenue	D4	Planned Development	Planned Development for a 19-story mixed-use building with 240 dwelling units, 3,540 sq ft ground floor retail, and 85 underground parking spaces.	12/31/18	non-compliant, pending revisions from the applicant
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	<b>pending DAPR, PC &amp; ZBA</b>
2	1227 Dodge Avenue	C1	Special Use	Daycare center - child	10/26/18	<b>pending DAPR, ZBA</b>
2	1212 Dewey Avenue	R3	Minor Variation	Building lot coverage, interior side setbacks, bay window obstruction into setbacks for new SFR	01/16/19	determination after 02/25/19
2	1805 Cleveland Street	R2	Minor Variation	Interior side yard setback for 2nd story addition	01/24/19	pending determination after 03/11/19
3	1210 Michigan Avenue	R1	Minor Variation	Construct detached garage in interior side yard	07/25/18	pending additional information from the applicant
3	821 Chicago Avenue	C1a	Special Use	Special Use To Expand A Craft Brewery, Sketchbook	1/25/2019	<b>pending P&amp;D and CC 03/11/19</b>
4	910 Custer Avenue	MUE	Planned Development	New 40-unit townhome development, map amendment from MUE to MXE	11/28/18	<b>pending P&amp;D 03/11/19</b>
5	2026 Sherman Avenue	R5	Minor Variation	Front and street side setbacks at 2nd floor addition	01/17/19	pending additional information from the applicant
6	2628 Gross Point Road	B1a	Special Use & Variations	Special Use for type-2 restaurant and drive-through, oCSC Overlay sidewalk variations (Nic's Organics)	07/18/18	<b>pending additional information from the applicant</b>
6	2626 Reese Street	R1	Major Variation	Building lot coverage, setbacks open parking for new SFR	08/10/18	<b>pending P&amp;D</b>
7	12 Milburn Park	R1	Fence Variation	Fence located in front yard	01/16/19	pending additional information from the applicant

7	2500 Hartrey Avenue	R1	Minor Variation	Impervious surface coverage and building lot coverage for addition and modifications to stoop and steps to SFR	02/04/19	determination after 03/20/19
7	2027 Noyes Street	R1	Minor Variation	Front, street side and interior side setbacks at 2nd story addition	02/19/19	determination after 03/20/19
7	1834 Grant Street	R1	Minor Variation	Building lot and impervious surface coverage for 3-car detached garage with studio above	02/21/19	pending public notice
8	999 Howard Street	C1	Planned Development	Map Amendment, new 4-story 60-dwelling unit multi-family dwelling, affordable housing	02/19/19	pending staff review
8	140 Chicago Avenue	C1	Special Use, Major Variation	Special use for automobile service station and convenience store, variation to reduce driveway width adjacent to 90-degree parking stalls from 24' to 21'	02/21/19	<b>pending DAPR 03/06/19, ZBA 03/19/19</b>
9	2425 Oakton Street	I1/oRD	Planned Development	New car wash with 28 parking spaces, 20 of which are for vacuum stations	09/27/18	<b>pending PC 03/13/19</b>
9	1626 Main Street	R3	Minor Variation	Interior side yard setback for 2-story addition	02/01/19	determination after 02/27/19





# Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: March 1, 2019

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.

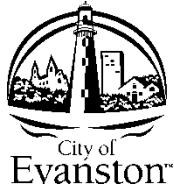
Please contact me at 847-448-8030 or [ggerdes@cityofevanston.org](mailto:ggerdes@cityofevanston.org) if you have any questions or need additional information.

# Inspector Weekly Update

Cases Received, March 1, 2019

## Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	811 Emerson (Focus Development)	Mixed Use Building	Support beam and column installation is ongoing. Soil erosion fencing is installed. Streets, sidewalks and alleys are in good condition. Construction fencing is in place. Plans for retail (7-11) component have been submitted and are under review.	2/28/2019
2	1801 Main Street (Robert Crown)	Recreation Facility	Roof, support beam and column installation is ongoing. Construction fencing is in place. Contractor contacted regarding graffiti removal on fence and construction sign.	2/28/2019
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. Interior, and masonry work is ongoing.	2/28/2019
2	1727 Oak Ave (Avidor)	Multi-Unit Building	Foundation installation is ongoing. Construction fence and screening have been installed. Plans for structure are awaiting MWRD approval.	2/28/2019
4	1500 Sherman (Albion at Evanston)	Mixed Use Building	Foundation, and concrete support column installation is ongoing. Weekly vibration reports continue to be provided to the Building Department for review. Construction fencing is in place. Sewer connections scheduled from March 4-7, 2019.	2/28/2019
5	2525 Church Street (Pumping Station)	Pumping Station	Masonry work and wall construction is ongoing. Contractor has been contacted to repair construction fence and screening.	2/28/2019
7	2145 Sheridan Rd (Tech A/B Infill)	Academic Facility	Project is nearing completion. Construction fencing is plumb and screening material is in good condition.	2/28/2019



# Memorandum

To: Honorable Mayor and Members of the City Council

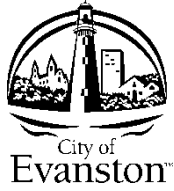
From: Ike Ogbo, Public Health Manager

Subject: Food Establishment License Application Weekly Report

Date: March 1, 2019

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
5	1950 Green Bay Rd	Mobil Gas Station	2/20/2019	Pending Inspections
4	622 Davis St	Newport Coffee House	2/20/2019	Pending Building Permit Plan Review
5	2119 Ashland Ave	Double Clutch	2/13/19	Pending Building Permit Plan Review
8	609A Howard St	Frontline North LLC	2/13/2019	Pending Inspections
1	817 Emerson St	7-Eleven	1/28/19	Pending Building Permit Plan Review
5	1905 Church St	Spice	12/13/18	Pending Building Permit Plan Review
5	824 Noyes St	Stacked and Folded	9/26/2018	Building Permit Issued – Pending Inspections
4	710 Main St	Reprise Coffee Roasters	9/14/2018	Building Permit Issued – Pending Inspections
7	2022 Central St	Lush Wine & Spirits	10/24/2016	Pending Health Inspection



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Hugh DuBose, Deputy City Attorney

Subject: Weekly Liquor License Application Report

Date: March 1, 2019

There are no pending liquor license applications to report for this week.

Please contact me at (847) 448-8090 or [hdubose@cityofevanston.org](mailto:hdubose@cityofevanston.org) if you have any questions or need additional information.



# DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



**WEEK ENDING MARCH 1, 2019**

## ***Submit Nominations for FY 2019-2020 NWMC Officers***

It's that time of year to identify future Conference leadership! The NWMC Officer Nomination Form was emailed last week to the Conference's chief elected officials seeking the names of active members to fulfill the roles of NWMC President, Vice-President, Secretary and Treasurer. The cover letter to the form contains more information regarding eligibility and the selection process. Nomination forms are to be returned to NWMC Executive Director Mark Fowler, [mfowler@nwmc-cog.org](mailto:mfowler@nwmc-cog.org), by Friday, March 15.

The Nominating Committee is comprised of the following who will review nominations for FY 2019-2020: Current NWMC President; Prior Year NWMC President; and, three At-Large members appointed by the NWMC President. The Nominating Committee will review the nominations and present its recommended slate at the April 10 NWMC Membership Meeting. According to the NWMC By-Laws, other nominations may be made at the April membership meeting or by mail if received prior to that meeting date. Election shall be by a majority of those present and voting at the May 15 membership meeting. Officers will be sworn in at the NWMC Annual Gala on June 19. *Staff contacts: Mark Fowler, Larry Bury*

## ***Speaking of the Gala....***

This week, staff distributed Save the Date cards for the 2019 NWMC Gala, scheduled for Wednesday, June 19 at beautiful Victoria in the Park in *Mount Prospect*. Registration information will be sent soon for the event of the year, which serves to celebrate the NWMC's 61<sup>st</sup> anniversary and the inauguration of the organization's FY2019-2020 officers. *Staff contacts: Mark Fowler, Larry Bury, Karol Heneghan, Marina Durso*

## ***NWMC Seeks Annual Gala Sponsorships***

On Thursday, staff sent sponsorship information for the 2019 NWMC Gala. As the Gala is the organization's primary social and fundraising event, there are plenty of premier sponsorship opportunities to fit any corporate budget. If you know of potential sponsors who would be interested in supporting the Gala, please contact Marina Durso, [mdurso@nwmc-cog.org](mailto:mdurso@nwmc-cog.org) or 847-296-9200, ext. 122 or refer them to the [Gala Event Page](#) on the NWMC website for more information. *Staff contacts: Marina Durso, Karol Heneghan*

## ***Busy March on Tap for General Assembly***

Over 6,350 bills and resolutions were filed by legislators in this session of the 101<sup>st</sup> General Assembly. The NWMC Legislative Committee has considered positions on over 340 bills, with more to come. As the analysis continues and following a light week of legislative activity where only the House was in session, please note that the Conference will not publish a [NWMC Legislative Update](#) this week.

Looking ahead, the General Assembly is scheduled for a full March with both the House and Senate in session every week of the month. In the Senate, March 22 is the deadline to move bills out of committee in their originating chambers. The corresponding deadline in the House is March 29. As bills move closer to committee deadlines, we will begin to see which bills have a realistic chance to pass this spring. *Staff contacts: Larry Bury, Chris Staron*

## ***We Need You in Springfield***

Registration information for the NWMC Legislative Days in Springfield, scheduled for Tuesday, March 19 through Thursday, March 21, was sent to members last week. As mentioned above, that particular week coincides with the deadline to advance bills out of committee in the Senate and is one week before the House committee deadline, so attendees can expect a busy few days in the Capitol. Considering that the Governor's proposed budget continues the diversion of local government revenues, and with NWMC tracking over 400 bills that affect local governments, your presence in Springfield is imperative.

We will begin on Tuesday afternoon with a briefing for attendees, followed by committee hearings in the Capitol and/or legislator meetings. That evening, the Conference will host a reception with legislators at the Sangamo Club. Wednesday will focus on meetings with caucus leaders, key legislators and new department directors combined with attending committee hearings. On Thursday, we anticipate further committee action and meetings.

Once the schedule is finalized, staff will provide updated information to attendees. Please send completed registration forms to Marina Durso, [mdurso@nwmc-cog.org](mailto:mdurso@nwmc-cog.org) by Tuesday, March 12. We also strongly encourage attendees to secure hotel accommodations ASAP as this is a busy week in Springfield. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

### ***SPC Announces New Combined Office Supplies & Janitorial Supplies Contract!***

The Suburban Purchasing Cooperative (SPC) Governing Board is pleased to announce the award of a combined Office Supplies & Janitorial Supplies Contract (#189) by piggybacking onto the National Cooperative Purchasing Alliance (NCPA) agreement with American Office Products Distributors (AOPD), solicited and awarded by lead agency Region XIV Education Service Center (ESC), Abilene, Texas. The contract is effective immediately and will expire on May 31, 2020. The contract can then be renewed annually for an additional five years, if mutually agreed to by Region XIV ESC and American Office Products Distributors, Inc. (AOPD).

The contract vendor for these programs is Warehouse Direct of *Des Plaines*, who has been a valued vendor for the SPC for over ten years. Combining Office Supplies and Janitorial Supplies onto one contract will simplify ordering for contract participants. Under the contract, orders are delivered next day with no minimum order requirement and free standard delivery.

Under this agreement, all Suburban Purchasing Cooperative members, non-profit and “public agency” participants will be grouped under one Master SPC Account to aggregate all purchases towards volume rebate incentives. Additionally, individual entities will receive up to a 1% e-commerce rebate paid in the form of a credit towards future purchases no later than 45 days from the end of each quarter (40-79% online = 0.5% rebate; 80% or more purchased online = 1% rebate).

For questions or additional information, please contact staff or Warehouse Direct Account Executive Spencer Touchie, 847-631-7188 or [stouchie@warehousedirect.com](mailto:stouchie@warehousedirect.com) or Account Executive Rick Schackle, 847-631-7428 or [rickschackle@warehousedirect.com](mailto:rickschackle@warehousedirect.com). *Staff contact: Ellen Dayan*

### ***Submit Your Community’s List of Capital Projects***

The NWMC is gathering a list of member capital projects to help demonstrate the need for state infrastructure funding. On Tuesday, an email was sent to members requesting a list of capital projects including, but not limited to, those that are or could be shovel ready. The list will be used by the NWMC to help legislators understand the magnitude of community capital needs and forwarded to the Illinois Municipal League to help them prepare to provide brief testimony to General Assembly committees outlining the infrastructure needs of Illinois municipalities. Members are requested to submit their list of capital funding project requests by the close of business on Thursday, March 7 to [mdurso@nwmc-cog.org](mailto:mdurso@nwmc-cog.org). *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

### ***Bike and Pedestrian Committee Discusses Area Plans, Scooter Legislation***

The NWMC Bicycle and Pedestrian Committee met Tuesday and heard a presentation on the *Village of Glencoe’s* recently completed [Active Transportation Plan](#) from *Management Analyst Adam Hall*. The village, park district and school district worked collaboratively with the Active Transportation Alliance to develop the plan, which provides a framework for advancing health, equity, safety, economic, social, and environmental goals. The plan also identifies priority infrastructure projects and educational initiatives designed to improve active transportation in the village.

Staff discussed the NWMC Multimodal Plan update, including the project timeline and website development. The website will launch in early March, and will host project updates, a public survey, a visual preference survey, and video content. Staff will send a link to the website once it has been launched. Additionally, staff revealed the branding for the plan, which was recently completed by the Lakota Group.

The committee also discussed [House Bill 1590](#), aka the “Scooter Bill.” The legislation defines low-speed electric scooters, requirements for their use and provisions for them to be used on bicycle facilities. The committee expressed significant concerns on the implications for local communities, which will be considered by the NWMC Legislative Committee.

Finally, members of the committee gave updates on bike and pedestrian projects in their communities. The *Village of Wilmette* gave an overview of their Active Transportation Plan, which is nearing completion. The *Village of Schaumburg* then gave an update on changes to the village’s bike month activities and the *Village of Glenview* and other members gave an update on progress relating to future Skokie Valley Trail improvements. *Staff contacts: Josh Klingenstein, Cole Jackson*

### ***North Shore Council Sub-Committee Discusses STP Methodology, Shared Fund***

A subcommittee of the North Shore Council of Mayors Technical Committee met Wednesday to discuss the required update to its Surface Transportation Program (STP) methodology. The subcommittee’s draft methodology, along with the means of distributing the council’s bonus point for the Regional Shared Fund, will be presented for consideration at the council’s March 21 Technical Committee meeting. *Staff contact: Cole Jackson*

### ***Update on Transportation Funding Opportunities***

As previously reported, the [Call for Projects](#) for the STP regional Shared Fund, CMAQ, and TAP-L is about to close with applications due through CMAP’s [eTIP](#) database by today, March 1 for Planning Liaison review. Before the final March 15 deadline, planning liaisons will review, revise, and submit the applications in coordination with the project sponsor. June 1 is the deadline for obtaining design approval or submission of PDR documents. The applications will undergo reviews by CMAP project selection committees and the public over the summer, with final selection announced in October.

Other available funding opportunities include Cook County’s [Invest in Cook](#), which will award \$8.5 million to transportation improvement projects throughout Cook County. Applications must be submitted by Friday, March 15. Trail funding is available through the [Illinois Department of Natural Resources \(IDNR\) Trails Grant](#), with applications due Thursday, March 14. Finally, open space projects can apply for the [Open Lands, ComEd Green Region Grant](#), which offers up to \$10,000 in funding (see additional information below). The deadline to apply is Friday, March 15. For further information, please contact Cole Jackson, [cjackson@nwmc-cog.org](mailto:cjackson@nwmc-cog.org) or 847-296-9200, ext. 131 or Josh Klingenstein, [jklingenstein@nwmc-cog.org](mailto:jklingenstein@nwmc-cog.org) or 847-296-9200, ext. 128. *Staff contacts: Josh Klingenstein, Cole Jackson*

### ***ComEd Announces Calls for Open Space, Public Safety and Arts Grant Projects***

*From ComEdConnects:*

Is your organization or community working on an open-space project, public safety initiative or an arts program for underserved communities?

You can apply now for one of ComEd’s three competitive grant programs – Green Region, Powering Safe Communities and Powering the Arts – which provide grants of up to \$10,000. Applications will be open until March 15.

Here’s more information on each grant program and how to apply.

#### **Powering Safe Communities**

- Supports municipal public safety initiatives in ComEd’s service area
- Offered in partnership with the Metropolitan Mayors Caucus
- Learn more about the program and apply [here](#)

#### **Green Region**

- Supports open-space projects that focus on planning, acquisition, and improvements to local parks, natural areas, and recreation areas
- Offered in partnership with Openlands

- Learn more about the program and apply [here](#)

#### Powering the Arts

- Supports the efforts of arts and culture organizations to reach underserved audiences in ComEd’s service area
- Offered in partnership with the League of Chicago Theatres
- Learn more about the program and apply [here](#)

Last year, ComEd funded 64 projects, totaling \$490,000 in grants. For additional information, please contact your ComEd External Affairs representatives. *Staff contact: Mark Fowler*

### ***GATA Training Opportunity***

*From the desk of Lincolnshire Finance Director/Treasurer Michael Peterson:*

#### GATA Training- (Grant Accountability & Transparency Act)

Michael Peterson, Finance Director with *Village of Lincolnshire* and Joe Lightcap, Partner with Baker Tilly will be presenting 2 hour GATA training session. This will not be a history lesson; it is designed to walk attendees through the grant steps from beginning to end. Michael will share helpful tips, navigating the GATA reporting and filing workflow. Joe will provide an overview of audit types and new GATA reporting related to the CAFR (Comprehensive Annual Financial Report).

#### AGENDA

- Acronyms
- Helpful survival tips
- Navigating GATA Work Flow- from SAMS registration to Audit and everything in between
- Forms- Completing & Filing
- Audit- Review new GATA reporting requirements
- Review Audit types: GAAS, GAGAS, Single Audit

Cost: Free

3/21 Thursday 2:30-4:30pm

Please RSVP your Name, Title, Entity Name and email address to Michael Peterson at [mpeterson@lincolnshireil.gov](mailto:mpeterson@lincolnshireil.gov).

Coffee, Water & light snack will be available, compliments of Baker Tilly.

Round Lake Beach Cultural and Civic Center  
2007 North Civic Center Way  
Round Lake Beach, IL 60073

We will meet in the lower level meeting room. The room name is “Gathering Place”.

For additional information, please contact Michael Peterson, [mpeterson@lincolnshireil.gov](mailto:mpeterson@lincolnshireil.gov) or 847-913-2303. *Staff contact: Mark Fowler*

### ***Race, Equity and Leadership (REAL) Municipal Workshops***

*From the desk of Metropolitan Mayors Caucus Director of Housing Initiatives Kyle Smith:*

SSMMA and its partners, including the Caucus, CMAP, MPC, and NLC, are proud to announce a two-part training series to acquaint elected officials and municipal staff with ways that local policy and procedures may inadvertently contribute to racial tensions and provide tools to take a different approach.

The training series will have two parts. Part one, **REAL 101**, will discuss how local policy may affect racial equity. Part two, **REAL 201**, will explore some tools to retool local municipal policy and procedures for better outcomes, including approaches that the Village of Park Forest has taken in recent years in partnership with REAL. For those Task Force members that attended the REAL training at Willis Tower in 2017, we encourage you to attend REAL



201 for a “deeper dive” focused on implementation and the pragmatic policy steps municipalities could take in this area. Apologies to any of you receiving duplicate emails.

The details on the workshops are below. Though it is taking place in the south suburbs, the training is open to municipalities across the Chicago region and participation by multiple elected officials, commissioners, and staff is encouraged to facilitate discussion and brainstorming between attendees. **Due to limited space, RSVP is required.**

### **REAL 101: Understanding Racial Equity in Local Government**

When: *Thursday, March 14, 8:30 a.m. to 4:00 p.m.*

Where: Hazel Crest Municipal Center

3000 W. 170th Place, Hazel Crest, IL, 60429

RSVP at [101realfundamentals.eventbrite.com](http://101realfundamentals.eventbrite.com)

### **201 REAL Action - Advancing Racial Equity In Local Government through Policy**

When: *Wednesday, April 24, 8:30 a.m. to 4:00 p.m.*

Where: Hazel Crest Municipal Center

3000 W. 170th Place, Hazel Crest, IL, 60429

RSVP at [201-realaction.eventbrite.com](http://201-realaction.eventbrite.com)

For further information, please click on the links above or contact Kyle Smith, [ksmith@mayorscaucus.org](mailto:ksmith@mayorscaucus.org) or 312-201-4507. *Staff contact: Mark Fowler*

### ***Illinois to Offer Census 2020 Engagement Grants***

*From the desk of Metropolitan Mayors Caucus Director of Housing Initiatives Kyle Smith:*

The Secretary of State Wednesday released an RFP for \$1.5 million to fund organizations and local governments to encourage hard-to-count residents to complete the Census. **The application is open now but closes quickly on March 13.**

The link to the State Census RFP is here: <http://www.cyberdriveillinois.com/services/grants.html>

Unlike the previous Forefront RFP, **local governments are eligible to apply.** Some municipalities on the Task Force partnered with a local non-profit for the previous application and it sounds like that structure is eligible for this opportunity as well.

All questions should be referred to the grant coordinator Shari Brticevic at [SBricevich@ILSOS.NET](mailto:SBricevich@ILSOS.NET). I am more than happy to help troubleshoot on your behalf. Kyle can be contacted at [ksmith@mayorscaucus.org](mailto:ksmith@mayorscaucus.org) or 312-201-4507. *Staff contact: Mark Fowler*

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

*NWMC Executive Board* will meet on Wednesday, March 6 at 8:30 a.m. at the NWMC offices.

*NWMC Finance Committee* will meet on Wednesday, March 13 at 12:00 p.m. at the NWMC offices.

*NWMC Board of Directors* will meet on Wednesday, March 13 at 7:00 p.m. at the *Wheeling Village Hall*, 2 Community Boulevard.