



# Memorandum

To: Mayor Hagerty and Members of the City Council  
From: Wally Bobkiewicz, City Manager  
Subject: Weekly City Manager's Update  
Date: March 8, 2019

## **STAFF REPORTS BY DEPARTMENT**



Weekly Report for February 28, 2019 – March 6, 2019

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

Weekly Bids Advertised  
City Council Agenda Schedule

### **Community Development**

Weekly Zoning Report  
Weekly Inspection Report  
Monthly Community Development Report – February 2019

### **Health Department**

Weekly Food Establishment Application Report

### **Law Department**

Weekly Liquor License Application Report

### **Public Works Agency**

Contracts with Christopher B. Burke Engineering, Ltd.  
Alley Paving Process

**PUBLIC NOTICES, AGENDAS & MINUTES**

**Monday, March 11, 2019**

Ethics Subcommittee of the Rules Committee

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

Administration and Public Works Committee

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

Planning & Development Committee

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

City Council

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

**Tuesday, March 12, 2019**

Board of Local Improvements

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

Arts Council

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

Preservation Commission

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

**Wednesday, March 13, 2019**

Lighthouse Landing Committee

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

Design and Project Review Committee

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

Plan Commission

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

**Thursday, March 14, 2019**

Environment Board

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

Mental Health Board

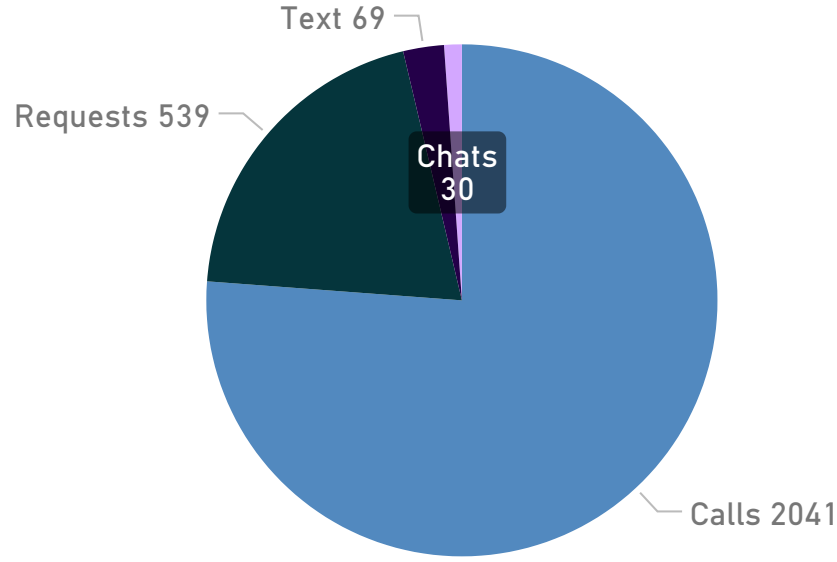
[www.cityofevanston.org/mentalhealthboard](http://www.cityofevanston.org/mentalhealthboard)

# 311 Weekly Report

February 28 - March 6, 2019

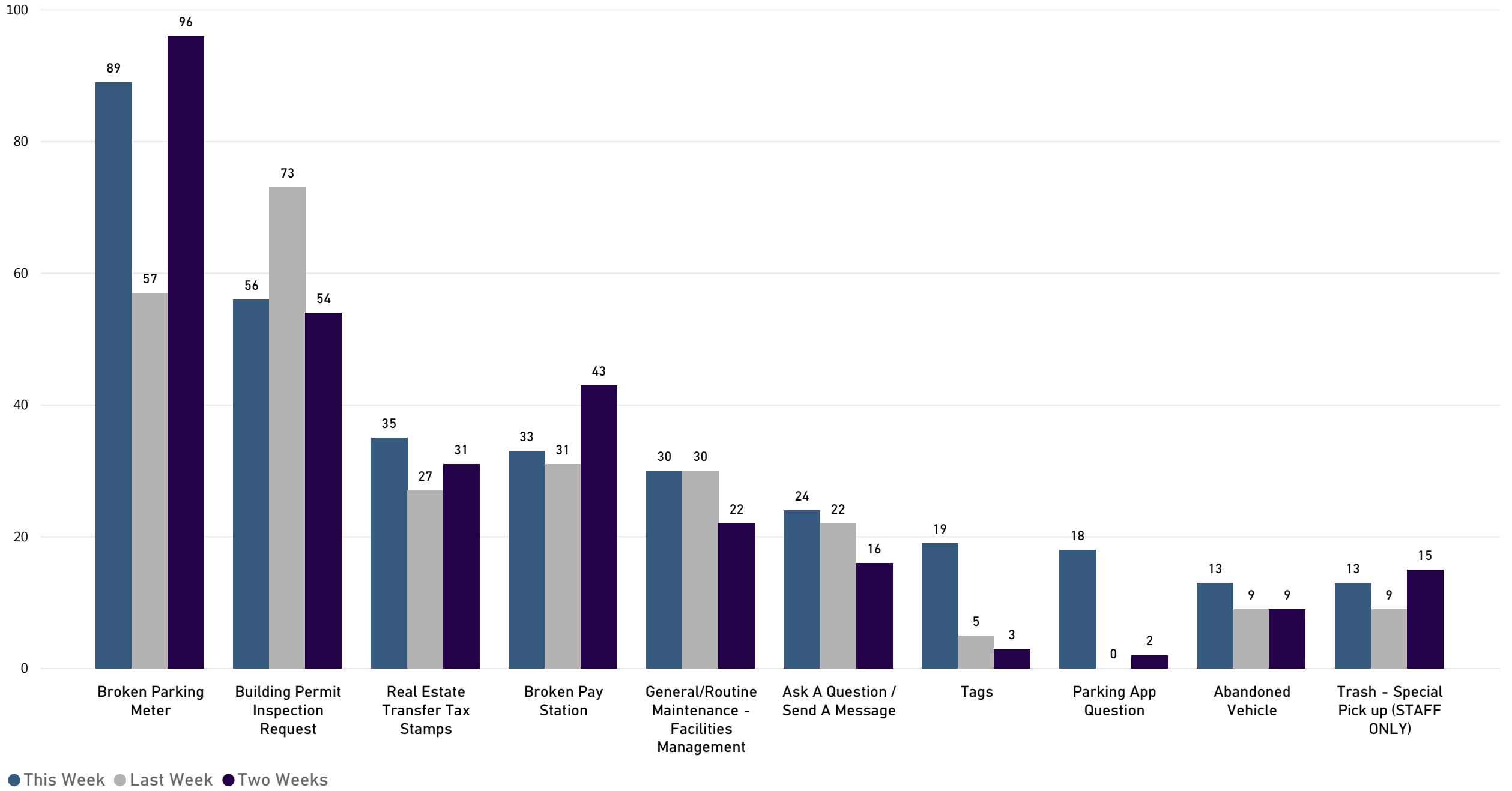
## Service Requests

- Calls
- Requests
- Text
- Chats



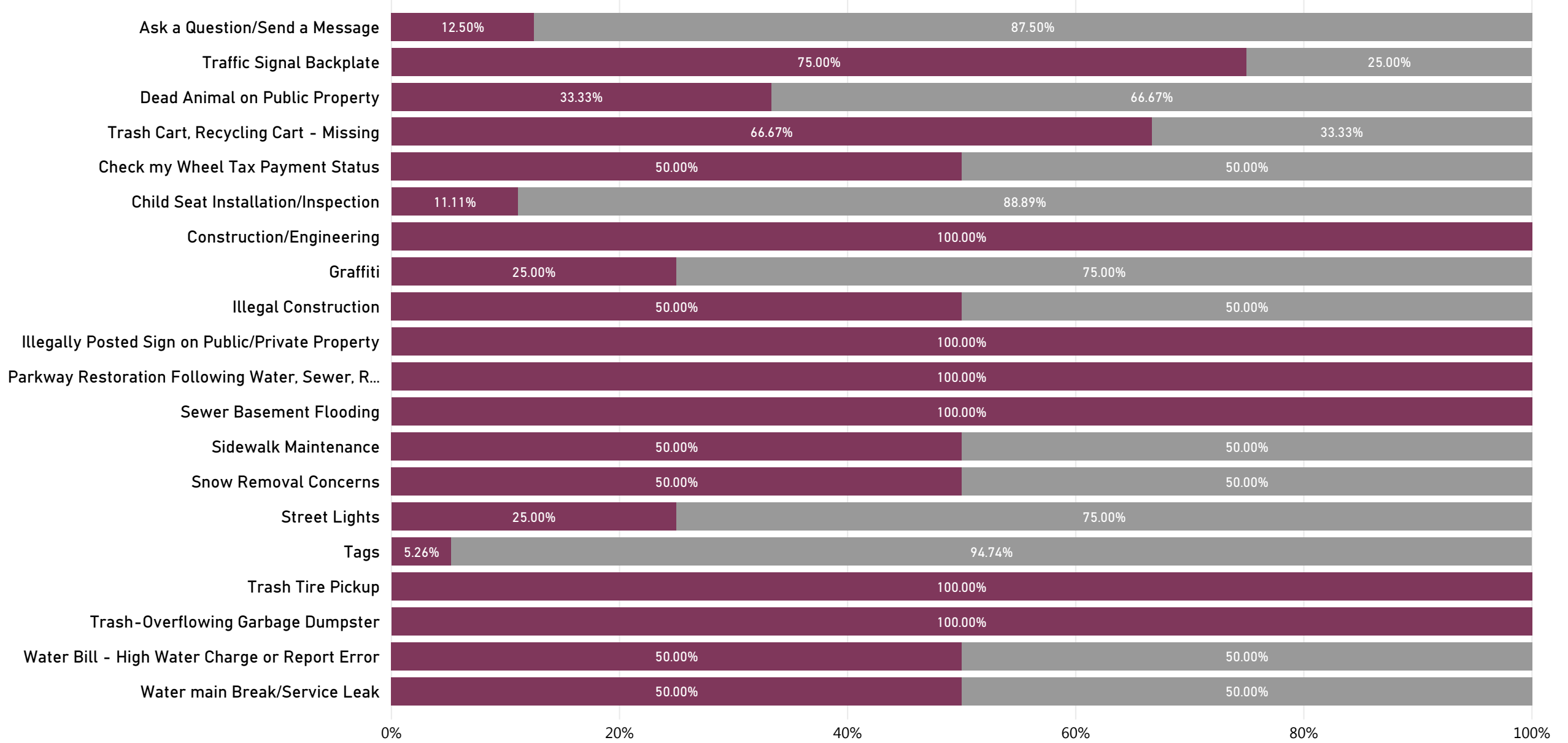
## Percentage Change From Last Week

Service Requests	Difference
Text	48.00 %
Requests	22.00 %
Calls	-32.00 %
Chats	-107.00 %



## SLA Analysis

- # Late
- # OnTime



### Missed Garbage Pickup

This week 9; Last week 9  
Below 3 year avg. of 14.2



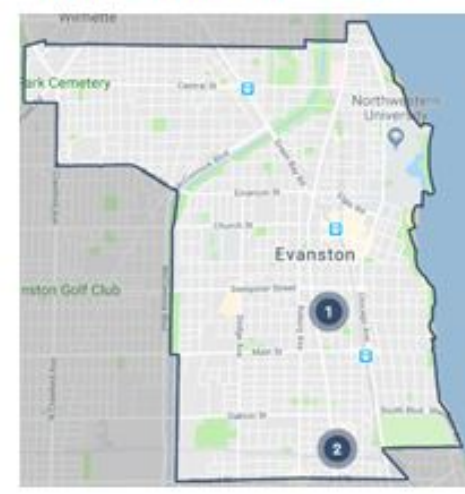
### Missed Recycling Pickup

This week 3; Last week 7  
Below 3 year avg. of 13.1



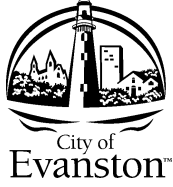
### Rodents/Rats

This week 3; Last week 4  
Below 3 year avg. of 20.3



## Upcoming Events—March 11 - 17

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
<b>11</b> 3:00 PM <a href="#">Community HIV &amp; STI Screening</a> 4:15 PM <a href="#">Ethics Subcommittee of the Rules Committee</a> 6:00 PM <a href="#">Administration &amp; Public Works Committee</a> 7:00 PM <a href="#">Planning &amp; Development Committee</a> 7:15 PM <a href="#">City Council</a>	<b>12</b> <a href="#">Preservation Commission Meeting</a> <a href="#">Board of Local Improvements</a> 9:30 AM <a href="#">ProduceMobile</a> 4:00 PM <a href="#">Freedom in Congo Square Opening Reception</a> 6:30 PM <a href="#">Arts Council</a>	<b>13</b> 1:30 PM <a href="#">Lighthouse Landing Complex Committee</a> 2:30 PM <a href="#">Design and Project Review Committee</a> 7:00 PM <a href="#">Plan Commission</a> 7:00 PM <a href="#">5th Ward Meeting</a>	<b>14</b> 6:00 PM <a href="#">ETHS Career Options Night</a> 6:30 PM <a href="#">Environment Board</a> 7:00 PM <a href="#">Mental Health Board</a> 7:00 PM <a href="#">2nd Ward Meeting</a>	<b>15</b> 7:00 PM <a href="#">Evanston Children's Theater Presents: The Twelve Dancing Princesses</a>	<b>16</b> 8:00 AM <a href="#">Indoor Farmers' Market</a> 8:00 AM <a href="#">MSYEP Job Fair</a> 3:00 PM <a href="#">Evanston Children's Theater Presents: The Twelve Dancing Princesses</a> 7:00 PM <a href="#">Evanston Children's Theater Presents: The Twelve Dancing Princesses</a>	<b>17</b> 2:30 PM <a href="#">Evanston Symphony Orchestra: The Virtuoso Trumpet</a> 3:00 PM <a href="#">Evanston Children's Theater Presents: The Twelve Dancing Princesses</a>



# 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 March 4, 2019

Date: March 8, 2019

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 March 4, 2019**

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/Library Board Date
Bid 19-14 Streetscape & Rain Garden Landscape Maintenance	Public Works Agency	Work on this project includes the maintenance, care, and all related activities of all exterior landscaped areas as outlined on the enclosed maps and plans. Areas include 54 corner planting beds and 6 cul-de-sacs surrounding the Dempster/Dodge shopping center; four commercial streetscapes, 7 rain gardens; and the islands within the Lorraine H. Morton Civic Center.	\$55,000	3/26	4/11

<b>Evanston City Council Agenda Schedule - 2019 Dates</b>						
<b>(PLEASE NOTE: Dates for dates and agenda items are tentative and subject to change.)</b>						
<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>						
B=Business of the City by Motion R=Resolution O=Ordinance						
D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business						
APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development						
BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only						
DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
	3/18/2019	National Public Health Week (April 1-7)	PR	CC		6:00 PM
	3/18/2019	City Council Goals (Community Development / Job Creation)	B/SPB	CC		
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	
PRCS	3/18/2019	2019 Park Special Events	B/SPB	CC	Hemingway	
Admn Svcs	3/18/2019	Sale of Surplus Property	O/SPB	CC	Storlie	For Action
CD	3/18/2019	Planned Development/ Map Amendment - 1714-1720 Chicago	O/SPB	CC	Leonard	For Action - held from 2/25/19
	3/18/2019	Exec Session (Litigation)				
	4/1/2019	Human Services				
	4/1/2019	Rules				
	4/8/2019	National Fair Housing Month, April 2019	PR	CC		
	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	
PWA	4/8/2019	Pavement Patching	B	APW	Stoneback	
PWA	4/8/2019	Debris Hauling	B	APW	Stoneback	
PWA	4/8/2019	Aggregate Material	B	APW	Stoneback	
PWA	4/8/2019	Crack Sealing	B	APW	Stoneback	
PWA	4/8/2019	Pavement Markings	B	APW	Stoneback	
PWA	4/8/2019	Intake Design	B	APW	Stoneback	
PWA	4/8/2019	Oakton Water Supply Connection CO1	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	

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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	
CD	4/8/2019	Elevator Inspection Services	B	APW	Leonard	
Admin Svcs	4/8/2019	SP Plus Amendment	B	APW	Storlie	
Admin Svcs	4/8/2019	License Plate Recognition System	B	APW	Storlie	
Admn Svcs	4/8/2019	Accela Renewal	B	APW	Storlie	
Admn Svcs	4/8/2019	IAFF Contract	B	APW	Storlie	
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
	4/8/2019	Exec Session (Work Comp)		CC		
Mayor	4/15/2019	National Community Development Week (April 22-26)	PR	CC	Francellno	
Mayor	4/15/2019	Mount Zion Missionary Baptist Church 125th Anniversary	PR	CC	Francellno	
	4/15/2019	City Council Goal - Equity, What Works Cities		CC		
	4/22/2019	Earth Day, April 22	PR	CC		
	4/22/2019	Drinking Water Week (May 5-11)	PR	CC		
PWA	4/22/2019	Fleetwood Interior Improvements	B	APW	Stoneback	
CMO	4/22/2019	Wheel Tax Renewal - October	O	APW	Storlie	
	4/29/2019	Special City Council - Aff. Housing, Final Council Goals		CC		
	5/13/2019	National Preservation Month, May 2019	PR	CC		
	5/13/2019	National Police Week (May 12-18)	PR	CC		
PRCS	5/13/2019	Summer Bus Transportation	B	APW	Hemingway	
PWA	5/13/2019	2019 Water Main	B	APW	Stoneback	

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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		

**Council & Committee Meetings**

3/11/2019	4:15 PM	Ethics Subcommittee of the Rules Committee				
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 AT CITY COUNCIL MEETINGS**

Dept	Date of Referral	Item	Alderman/ Staff	Tentative Date	Outcome
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	

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CMO	2/4/2019	Set Special City Council - Goals	Bobkiewicz	2/12/2019; final approval 4/29/19		
PRCS	2/11/2019	Human Services - invite Lawrence on dog beach for 2019	Fiske	3/4/2019	Report given 3/4/19 at HS	
PRCS	2/11/2019	Human Services - Special Events - Use of Parks - NonProfits	Fiske	3/4/2019	Report given 3/4/19 at HS	
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	3/8/19 report	Report submitted 3/8/19	
PWA	2/18/2019	P&D - Percentage of Property Owners to approve alley paving process	Fiske	3/8/19 report	Report submitted 3/8/19	
PRCS	3/2/2019	Total Acres of Parks in Evanston, Skokie, Arlington Heights, and Schaumburg				
CMO	3/2/2019	Local Government Sponsorships				
PRCS / Legal	3/2/2019	How to create own Park District - Budget of City's PRCS programs; Budget of Skokie, Arlington Heights and Schaumburg				
PWA	3/2/2019	Report on conditions of Parks in Ward 8				
PWA	3/2/2019	Summary/Memo of Civic Center Committee - Was Affordable Housing considered?				
<b>DEFERRED</b>						
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: March 6, 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 28, 2019 - March 6, 2019

Backlog (business days received until reviewed): 29

Volume (number of cases pending staff review): 21

### Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1914 Sheridan Road	T2	Zoning Analysis	Elevator and rear stair addition (The Black House, NU)	02/14/19	pending additional information 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	<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	1817 Greenwood Street	R3	Building Permit	Deconvert 2-flat to single-family residence	02/26/19	pending revisions from the applicant
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	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
3	1206 Hiinman Avenue	R1	Building Permit	Interior remodel to SFR	03/06/19	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	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	1555 Oak Avenue	R6	Building Permit	Interior renovation of 6th floor, additional memory care rooms	02/22/19	pending staff review
4	1118 Elmwood Avenue	R3	Building Permit	New 2-unit residential building	02/25/19	pending staff review
4	1330 Lake Street	R1	Building Permit	Interior remodel, replace a/c	02/25/19	pending staff review

4	906 Elmwood Avenue	R5	Building Permit	Remove and replace rear decks	02/26/19	pending staff review
4	1030 Davis Street, #101	D2/D3	Building Permit	Interior tenant build-out	03/06/19	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	2121 Ashland Avenue	MXE	Building Permit	Addition and interior renovations	02/13/19	<b>pending additional information from the applicant, DAPR</b>
5	2417 Lyons Street	R2	Building Permit	Solar panels	02/15/19	pending additional information from the applicant
5	1920-22 Maple Avenue	R4a	Building Permit	Interior remodel of a multi-family dwelling building	03/01/19	pending staff review
6	2415 Hartzell Street	R1	Building Permit	Replace deck and screened porch	11/26/18	non-compliant, pending revisions from the applicant
6	2205 McDaniel Avenue	R1	Building Permit	2-story addition, interior renovation, new detached garage	02/12/19	pending additional information from the applicant
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	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	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
7	825 Roslyn Place	R1	Building Permit	Interior remodel to SFR	03/01/19	pending staff review
7	1918 Noyes Street	R1	Zoning Analysis	New SFR	03/05/19	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	1318 Cleveland Avenue	R3	Building Permit	Interior remodel	03/06/19	pending staff review
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**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	1805 Cleveland Street	R2	Minor Variation	Interior side yard setback for 2nd story addition	01/24/19	determination after 03/11/19
2	1522 Greenwood Street	R3	Minor Variation	Front yard setback for vesibule addition	03/04/19	pending public notice
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>
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>
6	2320 Park Place	R1	Minor Variation	Front yard and interior side yard setback for addition to SFR	03/04/19	pending public notice
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	determination after 03/26/19
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 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>



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: March 8, 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.

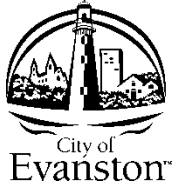
Please contact me at 847-448-8030 or [ggerdes@cityofevanston.org](mailto:ggerdes@cityofevanston.org) if you have any questions or need additional information.

# Inspector Weekly Update

Cases Received, March 8, 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 are awaiting Health Department approval.	3/6/2019
2	1801 Main Street (Robert Crown)	Recreation Facility	Roof, support beam and column installation is ongoing. Construction fencing is in place. Site is being maintained.	3/6/2019
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.	3/6/2019
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.	3/6/2019
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 installation is expected to be completed by the end of next week.	3/6/2019
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.	3/6/2019
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.	3/6/2019



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Leonard, Community Development Director

Subject: Monthly Community Development Department Report

Date: March 8, 2019

Enclosed is the monthly summary report of project activity by committee meeting dates. Building applications are organized by ward, property address, business name, date received, and current status. The Economic Development Division report includes recent events or immediate future events involving projects under formal consideration, public meetings or significant recent permitting or enforcement actions.

Please contact me at 847-448-8014 or [jleonard@cityofevanston.org](mailto:jleonard@cityofevanston.org) if you have any questions or need additional information.

**Community Development Department February 2019 Update**

This update includes recent events or immediate future events involving projects under formal consideration, public meetings or significant recent permitting or enforcement actions.

PLANNING AND ZONING	Zoning Board of Appeals
<p align="center"><b>February 2019 Meetings/Activities</b></p>	<p align="center"><b>February 19, 2019</b></p>
	<p><b>2510 Green Bay Rd.:</b> Special Use for a Banquet Hall in the B1a Business District and the oCSC Central Street Overlay District. Recommendation to City Council. With a vote of 3-3, the case proceeded with no ZBA recommendation (but including conditions in the event the special use is approved). The applicant withdrew the case on February 26, 2019.</p> <p><b>1118 Harvard Terr.:</b> Appeal of the Zoning Administrator’s denial of a minor variation for a 3.8’ west interior side yard setback in the R2 Single Family Residential District. The ZBA upheld the Zoning Administrator’s determination 5-1, and approved the variation request based on additional information that was provided by the appellant.</p> <p><b>821-823 Chicago Ave.:</b> Special Use application to expand Craft Alcohol Production Facility, Sketchbook Brewing Co., in the C1a Commercial Mixed-Use District. Recommendation to City Council. Unanimously recommended for approval with existing conditions. Scheduled for P&amp;D March 11, 2019 for introduction and action.</p>
<p align="center"><b>March 2019 Meetings/Activities</b></p>	<p align="center"><b>March 19, 2019</b></p>
	<p><b>140 Chicago Ave.:</b> Special Use for a Vehicle Service Station, Mobile, and a Special Use for a Convenience Store in the C1 Commercial District, and zoning relief for a 21’ wide driveway aisle where 24’ is required. Recommendation to City Council.</p>

PLANNING AND ZONING	Plan Commission
<p align="center"><b>February 13, 2019 Meeting/Activities</b></p>	<p align="center"><b>February 13, 2019</b></p>
	<p><b>Text Amendment- Ground Floor Uses in the oCSC:</b> A Zoning Ordinance Text Amendment pursuant to City Code Title 6, Zoning, to Section 6-15-14-7 of the Zoning Ordinance, to revise the regulations of the Central Street Overlay District, regarding active ground floor uses. The Commission voted unanimously, 6-0, to recommend approval of the text amendment.</p> <p><b>2425 Oakton St. Planned Development:</b> The applicant, HPCW, LLC, proposed to construct a car wash facility with 20 vacuum spaces and 4 parking spaces in the I1 Industrial District and oRD Redevelopment Overlay District. The applicant seeks a sit development allowance for an accessory structure that is 3 feet away from the principal structure where 10 feet is required. The applicant may seek and the Plan Commission may consider Site Development Allowances as may be necessary or desirable for the proposed development. A request for a continuance was submitted and granted. Public hearing continued to March 13, 2019.</p> <p><b>910-938 Custer Ave. Planned Development:</b> Kevin Lee, property owner, proposes to construct 40 single family attached townhomes in five standalone buildings with 2 enclosed parking spaces per dwelling unit. The applicant requests a Map Amendment to rezone the</p>



**Community Development Department February 2019 Update**

	<p>property from the MUE Transitional Manufacturing-Employment District to the MXE Mixed-Use Employment District. The applicant requests a special use for a Planned Development with Site Development Allowances for: 1) 40 dwelling units where 32 dwelling units are allowed; 2) 44.2' and 4 stories in height where 41' and 3 stories is allowed; 3) 5' west rear yard setback where 15' is required; 4) townhouse orientation facing interior and side yards where townhouse orientation must face the street; 5) 7' front yard, 2' south interior side yard, and 1' west rear yard setbacks for balconies where a 9' front yard setback is required, 4.5' south interior side yard setback is required, and a 13.5' west rear yard setback is required for balconies; and 6) 5'-10' landscape strip along the south and west property boundaries where a 25' wide landscape strip is required. Commission voted unanimously, 6-0, to recommend approval of the planned development with the added condition that the applicant continues to work with staff on the facade and that 2 parking spaces are removed on Main St. to improve sight lines at the Main/Custer intersection.</p>
<p align="center"><b>March 13, 2019 Meetings/Activities</b></p>	<p align="center"><b>March 13, 2019</b></p> <p><b>2425 Oakton St. Planned Development (continued from February 13, 2019 meeting):</b> The applicant, HPCW, LLC, proposed to construct a car wash facility with 20 vacuum spaces and 4 parking spaces in the I1 Industrial District and oRD Redevelopment Overlay District. The applicant seeks a sit development allowance for an accessory structure that is 3 feet away from the principal structure where 10 feet is required. The applicant may seek and the Plan Commission may consider Site Development Allowances as may be necessary or desirable for the proposed development.</p>
<p align="center"><b>PLANNING AND ZONING</b></p>	<p align="center"><b>Zoning Committee of the Plan Commission</b></p>
<p align="center"><b>February 2019 Meetings/Activities</b></p>	<p align="center"><b>February 20, 2019</b></p> <p>Meeting canceled due to lack of quorum.</p>
<p align="center"><b>March 2019 Meetings/Activities</b></p>	<p align="center"><b>March 2019</b></p> <p><b>Text Amendment- Residential Care Homes:</b> A Zoning Ordinance Text Amendment pursuant to City Code Title 6, Zoning, to modify regulations regarding Residential Care Home uses (Section 6-4-4) including potential related amendments within the Residential, Business, Commercial, Downtown, Transitional Manufacturing, Special Purpose and Overlay Zoning Districts (Sections 6-9 through 6-15), and within Definitions (Section 6-18-3).No meeting scheduled.</p>
<p align="center"><b>PLANNING AND ZONING</b></p>	<p align="center"><b>Preservation Commission</b></p>
<p align="center"><b>February 2019</b></p>	<p align="center"><b>February 12, 2019</b></p>

**Community Development Department February 2019 Update**

<p><b>Meeting Activities</b></p>	<p><b>OLD BUSINESS</b>  <b>1222 Dryden Place. (RHD)</b> Construction of a new two-story single family house with attached garage on the vacant lot at 1222 Dryden Place, with adjoining lot to the east used as yard and open space. Applicable Standards: [Construction 1-14 and 16]. Continued from 1/8/2019 at the request of the applicant.  <b>Action:</b> The Commission had issues regarding the inconsistency of all four elevations. The applicant agreed to address those concerns. The case was continued to March 12, 2019.</p> <p><b>NEW BUSINESS</b>  <b>1426 Asbury Av. (RHD)</b> – One-story addition to rear of residence, with replacement of exterior landing and stair to grade.  <b>Action:</b> COA approved. Vote: 8-0  <b>1422 Hinman Av. (LSHD)</b> - Demolish a two-car garage and carport. Construct new coach house with a three-car garage and one-bedroom apartment.  <b>Action:</b> COA approved. Vote: 7-1  <b>C1926 Central St. (L)</b> – Build a rooftop patio deck for restaurant. Project will involve deck for 49 people, stairway to rooftop, adding double hung windows to portion of existing storefront for natural ventilation, alterations to storefront to allow accessible entrances, and relocation of entrance vestibule.  <b>Action:</b> COA approved. Vote: 8-0  <b>1314 Davis Av. (RHD)</b> – Remove covered front entry porch and construct two small additions to the existing single family frame house, new front and rear pergola structures, a new rear deck and a new garage. Renovation of the existing house with new exterior cladding, window/patio doors, and roof covering with new soffits and fascia.  <b>Action:</b> COA approved. Vote: 8-0</p>
<p><b>March 2019 Meeting Activities</b></p>	<p align="center"><b>March 12, 2019</b></p> <p><b>OLD BUSINESS</b>  <b>1222 Dryden Place. (RHD)</b> – Construction of a new two-story single family house with attached garage on the vacant lot at 1222 Dryden Place, with adjoining lot to the east used as yard and open space. Applicable Standards: [Construction 1-14 and 16]. Continued from 2/12/2019</p> <p><b>NEW BUSINESS</b>  <b>2767 Euclid Park Pl. (L)</b> – Replace existing cedar shake roofing material with synthetic/composite shingles from Enviroshingle, to match the appearance of the current roof as much as possible, including wave patterns, color and non-eave shingle exposure. Also, lengthen the exposure of the curved eave shingles to improve the longevity of the roof.  <b>1330 Lake St. (RHD)</b> – West elevation 1st floor: add four double hung windows, remove one casement window and replace it with an existing relocated double hung window; 2nd floor: remove one window and add one double hung window. South elevation 2nd floor: add one double hung window. East elevation: 1st floor: remove patio entry door, relocate patio entry stairs to center of patio, and add a skylight on east side roof northern section. Replace/add selected basement windows.  <b>321 Lake St. (LSHD)</b> - Modifications to side entry, including the addition of covered vestibule. Reconstruction and modifications to degrading 2nd floor sleeping porch. Addition of Screened-In-Porch at rear of first floor.  <b>1914 Sheridan Rd. (NEHD)</b> – Remove exterior fire stair, rear entrance and basement cellar entrance at the back of the house for a new 2-</p>

**Community Development Department February 2019 Update**

	<p>story addition with an egress stair and elevator. Add a porch and 2nd floor balcony to the back of the house. Add three air condensers to the north side yard.</p> <p><b>1333 Asbury Av. (RHD)</b> – Construction of a single family home with attached 2-car garage at rear on vacant lot. <b>6-8-2-10. - IMPERVIOUS SURFACE.</b> (A) The maximum impervious surface ratio for the R1 district is forty-five percent (45%). Lot area=7210 SF; Maximum impervious area is 45% = 3244.5 SF; proposed impervious 46.18% = 3330.17 SF. 85.67 SF over – Non compliant.</p>
<b>PLANNING AND ZONING</b>	<b>APPROVED &amp; ACTIVE PLANNED DEVELOPMENTS</b>
<b>128-130 Chicago Ave.</b>	New 5-story, 26 unit mixed-use residential building with 4,500 sq. ft. of commercial space on the ground floor. There will be 30 on-site parking spaces. The 26 units will consist of 12 1-bd units and 14 2-bd units. Five on-site affordable units will be provided at 80% AMI. City Council approved the development on May 29, 2018. Building Permit application has been submitted.
<a href="#"><u>1727 Oak Ave.</u></a>	The new 17-story, 169 unit active senior living residence with 139 parking spaces provided as well as 17 on-site affordable units at 50%, 60% and 80% of AMI was approved by City Council on May 29, 2018. A foundation permit application was submitted and has been approved. A building permit application has been submitted and is under review.
<a href="#"><u>1450-1508 Sherman Ave.</u></a>	The 15-story, 273-unit residential building with 6,800 square feet of ground floor commercial space and 200 parking spaces on-site were approved by City Council on November 13, 2017. A minor adjustment to the planned development to reduce the number of units from 273 to 268 was administratively approved on May 30, 2018 by the DAPR Committee. Foundation permit and building permit have been issued. Construction is underway.
<a href="#"><u>811 Emerson St.</u></a> <a href="#"><u>(fka 831 Emerson St.)</u></a>	The 9-story, 242-unit residential building with 3,300 square feet of ground floor commercial space and 174 parking spaces on-site was approved by City Council on June 12, 2017. Building permit was approved by DAPR Committee on April 25, 2018 and has been issued. Construction is underway. A Food Establishment license application has been submitted for a 7-Eleven convenience store on the ground floor.
<b>1815 Ridge/1815 Oak</b>	City Council approved rezoning of the property from C2, Commercial to D4, Downtown Transition District and a Planned Development for the construction of a 10-story, 163 unit senior independent and assisted living facility on July 25, 2016. A minor adjustment to the planned development to reduce the FAR, increase upper level building setbacks, add a terrace and relocate mechanical equipment was administratively approved on March 15, 2017 by the DAPR Committee. Foundation permit has been applied for and is under review. Staff is expecting building permit application and an application for a major adjustment to the PD. On October 12, 2018, a one-year extension for the PD ordinance and building permit application deadline was approved on December 10, 2018. Expecting major adjustment application in the near future.
<a href="#"><u>824-828 Noyes Street</u></a>	City Council approved the construction of a 4-story mixed use building with retail space on the ground floor and 44 dwelling units on the floors above with 35 parking spaces on September 26, 2016. Construction near completion. A Temporary Certificate of Occupancy has been issued for the building and a food establishment license application is under review for a ground floor restaurant, Stacked and Folded.

**Community Development Department February 2019 Update**

<b>HOUSING &amp; GRANTS</b>	<b>Housing &amp; Community Development Act Committee</b>
<b>February 2019 Meetings/Activities</b>	<b>February 19, 2019</b>
	The February meeting was canceled due to a lack of agenda items requiring action by the Committee.
<b>March 2019 Meetings/Activities</b>	<b>March 19, 2019</b>
	The HCDA Committee will hear public comment on the draft 2018 Consolidated Annual Performance and Evaluation (CAPE) Report; this meeting will mark the close of the public comment period. Due to cancelation of March 25 Council meeting, Council will approve the CAPE at its meeting on March 18 so plan can be submitted to HUD by March 31, 2019, as required.
<b>HOUSING &amp; GRANTS</b>	<b>Housing and Homelessness Commission</b>
<b>February 2019 Meetings/Activities</b>	<b>February 7, 2019</b>
	Commissioners approved a recommendation for raising the City's demolition tax, and discussed revisions to the Affordable Housing Fund description and Commission bylaws.
<b>March 2019 Meetings/Activities</b>	<b>March 7, 2019</b>
	Commissioners will work on finalizing revisions to the Affordable Housing Fund description, as well as make final revisions to the bylaws. In addition, the Commission will choose its new chair and vice-chair.
<b>HOUSING &amp; GRANTS</b>	<b>Mental Health Board</b>
<b>February 2019 Meetings/Activities</b>	<b>February 14, 2019</b>
	The Board met to review ZoomGrants scoring questions and the application process, assign liaisons to agencies receiving awards in 2019, and discuss ways to develop funding priorities.
<b>March 2019 Meetings/Activities</b>	<b>March 14, 2019</b>
	The Board will meet to hear about community needs from key speakers including the chairs of Age-Friendly Evanston and the Housing & Homelessness Commission. The Board will also appoint a nominating committee to identify a new Chair and Vice Chair.

**Community Development Department February 2019 Update**

<b>TRANSPORTATION AND MOBILITY</b>	<b>Transportation &amp; Parking Committee</b>
<b>February 2019 Meetings/Activities</b>	<b>February 27, 2019</b>
	The Committee voted on a parking permit for the Central Business District, overnight restrictions in downtown, a commercial loading zone policy, and the elimination of parking on Pitner alley. Staff presented on a draft parklet policy and provided an update on the Complete and Green Streets Policy.
<b>March 2019 Meetings/Activities</b>	<b>March 20, 2019</b>
	Proposed transportation and mobility items include an update on the outcomes of the Complete and Green Streets Policy and resolution to support Metra and a Capital Bill for transportation.
<b>TRANSPORTATION AND MOBILITY</b>	<b>Project Meetings &amp; Events</b>
<b>February 2019 Meetings/Activities</b>	<b>February 6, 2019</b>
	Pace and City staff met to discuss Pace's transition from flagged stops to posted stops only.
	<b>February 11, 2019</b>
	Union Pacific and City staff met to discuss viaduct improvements and inspection activities.
	<b>February 12, 2019</b>
	Via, a new transportation network provider, presented to Northwestern University staff and City staff on service offerings. Via only provides pooled rides and only picks up riders in designated locations. Wheelchair accessible vehicles are included as part of the service. Finance staff were connected with Via staff on the City transportation network provider tax.
	<b>February 14, 2019</b>
Lyft and Motivate staff came to Evanston to discuss the transition to Lyft's ownership of Motivate, the future of the Divvy for Every Evanstonian program and outreach opportunities, and an updated contract between the City and Lyft.	

**Community Development Department February 2019 Update**

	<b>February 14, 2019</b>
	Staff attended the Complete Streets Coalition Quarterly Meeting on Creating Transportation Equity in your Community.
	<b>February 20, 2019</b>
	Staff represented the City at the Northern Cook County Suburbs Coalition hosted by the Active Transportation Alliance. Three regional projects were selected for advocacy improvements. Of these three projects, two may impact Evanston: 1. Green Bay Trail gap locations, including connecting to the Channel Trail in Evanston and 2. Improved east to west connections throughout the entire region.
	<b>February 26, 2019</b>
	Staff represented the City at the Northwest Municipal Conference Bicycle and Pedestrian Committee meeting. A scooter bill at the state level was discussed as well as the NWMC Multi-modal Trail Plan.
	<b>February 26, 2019</b>
Staff participated in the Main Street Project Advisory Committee meeting. The scope of work, schedule, and preliminary project data were discussed along with committee feedback.	
<b>March 2019 Meetings/Activities</b>	<b>March 1, 2019</b>
	Northwestern University staff will meet with City staff to discuss the future of micromobility in Evanston.
	<b>March 1, 2019</b>
	Chicago and City staff will meet to discuss the future of micromobility in the region.
	<b>March 4, 2019</b>
	Lyft and City staff discussed a formal contract regarding Divvy operations.
	<b>March 6-7, 2019</b>

**Community Development Department February 2019 Update**

	Staff will attend the Shared Use Mobility Summit in Chicago.
	<b>March 11, 2019</b>
	Lyft and City staff will continue to discuss plans for Divvy station optimization and marketing of the Divvy for Every Evanstonian program.
	<b>March 18, 2019</b>
	The new Director of Public Affairs for Union Pacific will meet with the Mayor, City Manager, and other City staff.
	<b>March 20, 2019</b>
	Staff will represent the City at the CMAP Bicycle and Pedestrian Task Force and provide a presentation with engineering staff on completed bicycle projects in Evanston.
	<b>March 21, 2019</b>
	CTA staff will provide an update on the Red Purple Line Modernization project.
<b>March 26, 2019</b>	
Staff will represent the City at the Northwest Municipal Conference Bicycle and Pedestrian Committee meeting.	

<b>ECONOMIC DEVELOPMENT</b>	<b>Economic Development Committee</b>
<b>February 2019 Meetings/Activities</b>	<b>February 27, 2019</b>
	<p>The following items were approved:</p> <ul style="list-style-type: none"> <li>-Funding request for Great Merchant Grants</li> <li>-Funding request for Entrepreneurship Support Program Grant</li> </ul>

**Community Development Department February 2019 Update**

	-CDBG Funding request for Economic Development Cooperative
<b>April 2019 Meetings/Activities</b>	<b>April 2019</b>
	<p>The Committee will not meet in March 2019 due to school spring break.</p> <p>The following topics are to be brought before the Economic Development Committee in April 2019:</p> <ul style="list-style-type: none"> <li>- Entrepreneurship Grants</li> <li>- Joint Meeting / Dockless</li> <li>- Howard/Ridge TIF Expansion</li> <li>- Northlight Conduit Financing</li> </ul>

<b>BUILDING &amp; INSPECTION SERVICES</b>	<b>Housing Rehabilitation</b>			
<b>Ward</b>	<b># Applications</b>	<b># In Review</b>	<b># Active</b>	<b># Completed</b>
2	4	2		
5	10	2		
7	4			
8	4	4		
9	1	1		

<b>BUILDING &amp; INSPECTION SERVICES</b>	<b>Building Permits</b>
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**Community Development Department February 2019 Update**

<b>Building Permit Status</b>	
	Real-time permit review access is available online 24/7 at <a href="https://permits.cityofevanston.org">https://permits.cityofevanston.org</a>

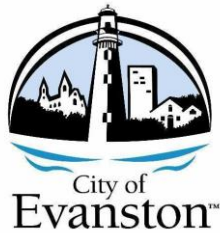
<b>BUILDING &amp; INSPECTION SERVICES</b>	<b>New Business Application Status</b>
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Ward	Property Address	Business Name	Received	Status
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4	909 Davis, Suite 500	C&D Distributors	12/10/2018	Issued 02/11/2019
4	820 Davis, #100	RavenRook Publishing, LLC	02/14/2019	Issued 02/21/2019
8	327 Howard Street	Vape 847	02/09/2018	Pending Certificate of Occupancy
2	1235 Dodge Avenue	Jet Blue Print	02/28/2018	Pending payment
6	2950 Central Street	The Great Frame Up	03/07/2018	Pending Fire, Life and Safety Inspection
1	1724 Sherman Avenue	Undertonez Meditation Studio	03/21/2018	Pending Payment
6	2966 Central Street	Skokie Auto Service	06/04/2018	Pending Payment
9	940 Pitner	The Rivera's Auto Body	07/25/2018	Pending Fire, Life and Safety Inspection
7	1937 Central	Sew on Central	10/04/2018	Pending payment
2	1741 Maple	Salon Lofts	10/1/2018	Pending CO
8	519 Howard Street	Neon Design	10/31/2018	Pending inspections
8	333 Howard Street	Dee's Elite Boot Camp Studio	11/7/2018	Pending CO
4	800 Greenwood Street	Hannah Handmade	11/30/2018	Pending CO
2	2321 Main Street	A+E Auto Mechanics, Inc.	01/29/2018	Pending Zoning Review
6	2929 Central Street	Normandy Remodeling Co., Inc.	02/13/2019	Pending Zoning Review

**Community Development Department February 2019 Update**

6	2920 Central Street	Swan Lake Cleaners	01/29/2019	Change of Ownership. Pending Fire, Life, and safety Inspection
4	909 Davis, Suite 500	Afton Partners LLC	02/20/2019	Pending payment
4	909 Davis, Suite 500	Right Hand Man Guru LLC	03/01/2019	Pending payment



DATE: March 1, 2019  
 TO: Wally Bobkiewicz, City Manager  
 FROM: Gary Gerdes, Building and Inspection Services Manager  
 SUBJECT: Building Permit & Construction Value Financial Report for February, 2019

**BUILDING PERMIT FEES**

Total Permit Fees Collected for the Month of February 2019	\$ 329,063
Total Permit Fees Collected Fiscal Year 2019	\$ 564,301
Total Permit fees Collected for the Month of February 2018	\$ 291,003
Total Permit Fees Collected Fiscal Year 2018	\$ 574,743

**CONSTRUCTION VALUES**

<b>TOTAL CONSTRUCTION VALUE FOR FEBRUARY 2019</b>	<b>\$ 14,930,099</b>
<b>TOTAL CONSTRUCTION VALUE FISCAL YEAR 2019</b>	<b>\$ 26,714,246</b>
<b>TOTAL CONSTRUCTION VALUE FOR FEBRUARY 2018</b>	<b>\$ 7,971,488</b>
<b>TOTAL CONSTRUCTION VALUE FISCAL YEAR 2018</b>	<b>\$ 22,382,588</b>

**OTHER FEES**

Total ROW Permit fees Collected for the Month of February 2019	\$ 12,120
Total ROW Permit Fees Collected Fiscal Year 2019	\$ 141,138

**Community Development Department February 2019 Update**

<b>COMMUNITY DEVELOPMENT ZONING AND LICENSING FEES</b>	
Total Zoning Fees Collected for the Month of February 2019	\$ 11,015
Total Zoning Fees Collected Fiscal Year 2019	\$ 20,535
Total Preservation Fees Collected for the Month of February 2019	\$ 750
Total Preservation Fees Collected Fiscal Year 2019	\$ 2,737
Total Contractor License Fees Collected for the Month of February 2019	\$ 11,925
Total Contractor License Fees Collected Fiscal Year 2019	\$ 22,675

**Permit by Ward – February 2019**

<b>Record Type</b>	<b>Total Permits</b>
<b>Ward 1</b>	<b>26</b>
ELECTRICAL	1
INTERIOR REMODEL - COMMERCIAL	2
MISCELLANEOUS SITE WORK	4
NEW SERVICE - WATER OR SEWER	1
PLUMBING	5
PRESERVATION	2
REMODEL - KITCHEN OR BATH	1
RIGHT OF WAY	5
ROOFING	1
SIGN-AWNING	3
WINDOW REPLACEMENT	1
<b>Ward 2</b>	<b>30</b>
ADDITION TO RESIDENTIAL PROPERTY	1
ELECTRICAL	1
EXTERIOR REMODELING	2
FENCE	1
FIRE ALARM	1
HVAC - FURNACES, BOILERS, A/C	2
INTERIOR DEMOLITION	1
INTERIOR REMODEL	2
INTERIOR REMODEL - COMMERCIAL	3
MINOR REPAIR	2
PLUMBING	2
PRESERVATION	1
REMODEL - KITCHEN OR BATH	1

RIGHT OF WAY	1
ROOFING	2
SIGN-AWNING	3
SOLAR-RESIDENTIAL	1
WINDOW REPLACEMENT	2
ZONING - MINOR VARIANCE	1
<b>Ward 3</b>	<b>37</b>
ADDITION TO RESIDENTIAL PROPERTY	1
DECK OR PORCH	2
FENCE	2
HVAC - FURNACES, BOILERS, A/C	2
INTERIOR REMODEL	2
INTERIOR REMODEL - COMMERCIAL	2
LOW VOLTAGE ALARM	1
MINOR REPAIR	3
MISCELLANEOUS SITE WORK	1
PLUMBING	2
PRESERVATION	3
REDUCED PRESSURE ZONE VALVES	2
REMODEL - KITCHEN OR BATH	7
RIGHT OF WAY	3
SIGN-AWNING	1
WINDOW REPLACEMENT	2
ZONING - MAJOR VARIANCE	1
<b>Ward 4</b>	<b>30</b>
AIR CONDITIONING	2
ELECTRICAL	2
FENCE	1

HVAC - FURNACES, BOILERS, A/C	1
INTERIOR DEMOLITION	2
INTERIOR REMODEL	1
INTERIOR REMODEL - COMMERCIAL	2
MINOR REPAIR	2
MISCELLANEOUS SITE WORK	2
PLUMBING	1
PRESERVATION	3
RIGHT OF WAY	4
ROOFING	3
SIGN-AWNING	3
ZONING ANALYSIS	1
<b>Ward 5</b>	<b>27</b>
EXTERIOR REMODELING	1
FENCE	2
INTERIOR DEMOLITION	1
INTERIOR REMODEL	2
MINOR REPAIR	2
MISCELLANEOUS SITE WORK	1
NEW SERVICE - WATER OR SEWER	1
REDUCED PRESSURE ZONE VALVES	1
REPAIR - WATER OR SEWER	1
RIGHT OF WAY	4
ROOFING	3
SIGN-AWNING	3
SOLAR-RESIDENTIAL	2
WINDOW REPLACEMENT	2
ZONING ANALYSIS	1

## Community Development Department February 2019 Update

<b>Ward 6</b>	<b>40</b>
ADDITION TO RESIDENTIAL PROPERTY	7
DEMOLITION OF STRUCTURE	1
ELECTRICAL	2
EXTERIOR REMODELING	1
FENCE	2
HVAC - FURNACES, BOILERS, A/C	1
INTERIOR REMODEL	7
MINOR REPAIR	3
MISCELLANEOUS SITE WORK	1
NEW BUILDING - RESIDENTIAL	1
PLUMBING	3
REMODEL - KITCHEN OR BATH	3
REPAIR - WATER OR SEWER	1
RIGHT OF WAY	1
ROOFING	4
SIGN-AWNING	1
WINDOW REPLACEMENT	1
<b>Ward 7</b>	<b>41</b>
ADDITION TO RESIDENTIAL PROPERTY	3
DECK OR PORCH	1
ELECTRICAL	7
FIRE ALARM	4
FIRE SUPPRESSION	3
INTERIOR DEMOLITION	1
INTERIOR REMODEL - COMMERCIAL	8
MINOR REPAIR	2
NEW - RESIDENTIAL	1
PLUMBING	2
PRESERVATION	1
REDUCED PRESSURE ZONE VALVES	1
REMODEL - KITCHEN OR BATH	1
REPAIR - WATER OR SEWER	1
RIGHT OF WAY	2
SIGN-AWNING	1
ZONING ANALYSIS	2
<b>Ward 8</b>	<b>24</b>
DECK OR PORCH	1
FENCE	1

HVAC - FURNACES, BOILERS, A/C	1
INTERIOR REMODEL - COMMERCIAL	1
MINOR REPAIR	1
MISCELLANEOUS SITE WORK	2
PLUMBING	3
REPAIR - WATER OR SEWER	1
RIGHT OF WAY	4
ROOFING	1
SOLAR-RESIDENTIAL	1
TEMPORARY CONSTRUCTION FENCE	2
WINDOW REPLACEMENT	4
ZONING ANALYSIS	1
<b>Ward 9</b>	<b>18</b>
HVAC - FURNACES, BOILERS, A/C	2
INTERIOR REMODEL	1
INTERIOR REMODEL - COMMERCIAL	1
MINOR REPAIR	1
NEW SERVICE - WATER OR SEWER	1
PLUMBING	3
REDUCED PRESSURE ZONE VALVES	1
REMODEL - KITCHEN OR BATH	1
RIGHT OF WAY	3
SIGN-AWNING	1
SOLAR-RESIDENTIAL	2
WINDOW REPLACEMENT	1
<b>Grand Total</b>	<b>273</b>

**Economic Development Division February 2019 Update**

Economic Development	Business District Activities		
<b>WEST SIDE (CEBA/Church &amp; Dodge)</b>			
Project	Address	Ward	Latest Update
Central Evanston Business Association (CEBA)	N/A	5	2019 Great Merchant Grant application received
Hill Arts Business Association	N/A	5	2019 Great Merchant Grant application received
West Evanston Plan	N/A	5	Staff working with consultant to review impacts of TIF tax code reclassifications
Masonic Temple	Emerson	5	Architect owner renovating building
2113 Dewey	2113 Dewey	5	City owned residential vacant parcels north of 1801 Church (former Chevron). Pursuing potential uses.
Former Fresh Foods	1723 Simpson	5	For lease or sale.
1801 Church	1801 Church	5	Vacant lots available for development. Status TBD
1829 Simpson Street	1829 Simpson	5	Owner is in process of building design.
5th Ward Bank	TBD	5	Staff working with banks to identify potential locations for a bank in the 5th ward
1806 Church	1806 Church	2	Leased to Evanston Democrats
Jamaican Restaurant	1905 Church	5	New Jamaican restaurant to open.
Double Clutch Brewery	2119 Ashland	5	Converting space to a brewpub and special events space.
Foster School / Family Focus	2010 Dewey	5	Property for sale. Pursuing reuse options.
<b>CENTRAL STREET</b>			
Project	Address	Ward	Latest Update
Central Street Business Association	N/A	6,7	Great Merchant Grant 2019 application received. Staff working with Teska on SSA feasibility study.
1801 Central Street	1801 Central	7	Permit for roof repair was pulled.

**Economic Development Division February 2019 Update**

Great Frame Up		6	Fire, Life, and Safety Inspection pending for new space
Vacant Former 7-Eleven	Ewing & Central	6	Owner seeking tenant
Central Rug and Carpet	3006 Central	6	Landlord seeking tenants.
2929 Central Street	2929 Central	6	Ribbon-cutting to be held on 4/23/19.
Lush Wine & Spirits	2022 Central	7	Monitoring
Central Street Metra Station Café		7	UP to hire broker to market retail space / former cafe
Nick's Organic	2628 Gross Point	6	Monitoring
<b>DOWNTOWN</b>			
<b>Project</b>	<b>Address</b>	<b>Ward</b>	<b>Latest Update</b>
Former Studio Media (Kelch space)	1028 Davis	4	PHILZ coffee reported for 2,000 sq. ft. Additional space for lease
Trammell Crow Senior Housing	1007 Church	2	Construction underway
1611 Chicago Avenue	1611 Chicago	1	3,200 sq. ft. new retail space available for lease
Burger King (Downtown)	1740 Orrington	1	Interested developers have contacted property owner. Staff to contact BK corporate to request improvements to existing property
Sherman Plaza Retail	1620 Sherman	1	Uncle Dan's now open in former North Face Space. Xfinity mobile opening in vacant Evereve space. 800 Degrees Pizza space remains vacant
Vacant Davis Fish Market Space	501 Davis	1	Space for lease. Owner dividing into several smaller storefronts
717 Church	717 Church	1	2nd floor above Andy's/Sprint Store/Chipotle. Owner reports ongoing interest from a variety of users
The Merion Retail	1611 Chicago	1	Joy Yee is to relocate to the corner space at Chicago/Davis.
Church Street Plaza	1705 Maple	1	Buffalo Wild Wings, American Apparel, Second Time Around, former Arthur Hill Office & former Uncle Dan's space available.

**Economic Development Division February 2019 Update**

National Towel Building Site	815 Ridge	2	Senior housing project construction planned. Finalizing submission for building permit
Albion Residential	1454-1508 Sherman	1	Have begun fifth floor concrete pours.
1571 Maple	1571 Maple	1	Aligned Modern Health has leased space. 1,500 sq. ft. remains
605 Davis & Chase Bank Drive Thru	605 Davis	4	Developer considering options for redevelopment
1020 Church	1020 Church	4	Owner seeking buyer for building
Soujourner Church	1708 Oak	2	New owner considering options
Las Palmas	817 University	1	Latin food concept withdrew interest. Building owner to determine how to move forward.
Copy Cat	1830 Sherman	1	Property owner seeking tenants for garden level
King Homes	1555 Oak	4	Cameel Halim purchased property. Plans TBD.
Whole Foods Downtown		4	Staff will monitor in light of Amazon purchase of Whole Foods
E2 Retail	1890 Maple	2	Exhale fitness closed. Space available.
818 Co-working Space	1429 Elmwood	4	New co-working space ribbon cutting January 10th at 5pm
<b>HOWARD STREET</b>			
<b>Project</b>	<b>Address</b>	<b>Ward</b>	<b>Latest Update</b>
Howard Street Business Association	N/A	8	2019 Great Merchant Grant application received.
128-130 Chicago Avenue	128-130 Chicago	8	Due diligence continues
999 Howard	999 Howard	8	CJE Senior Life ro build an affordable housing units complex for for senior citizens.

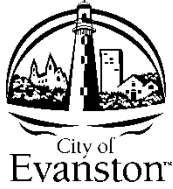


**Economic Development Division February 2019 Update**

Theo Ubique Howard Street Theater	721-723 Howard	8	Now open
Vacant lot next to Theo Ubique	717 Howard	8	Being considered for parking
729 Howard Street	727-729 Howard	8	City owned property for lease.
747 Howard	747 Howard	8	Vacant
Former Sherwin Williams Howard Street	611-21 Howard	8	Building is under contract. Space to be turned into event space.
311 Howard Street	311 Howard	8	Terra Cotta residential conversion
Vape847	327 Howard	8	Pending Fire, Life and Safety Inspection
519 Howard	519 Howard	8	Pending CO.
Frontline North	609A Howard	8	Tobacco license in process. General Business License was switched to a Food license.
Carribbean Shipping - 705 Howard	705 Howard	8	Monitoring
<b>MAIN DEMPSTER MILE</b>			
<b>Project</b>	<b>Address</b>	<b>Ward</b>	<b>Latest Update</b>
Main/Chicago	847 Chicago	3	Stone Realty retail broker actively pursuing tenants for remaining retail spaces
Main Street Metra Station	600 Main	3	Union Pacific hiring broker to market vacant space.
Vacant Paramour Bungalow Space	812 Dempster	3	Seeking tenants. Space 900 taking over half of the remaining space.
710 Main Street	710 Main	4	Reprise Coffee Leased Space. Two other locations. Space under construction
Hewn	810 Dempster	4	Coordinate with Hewn for potential production expansion.
Dard Property	912 Custer	4	Developer preparing plan commission package for 40 unit townhome development.

**Economic Development Division February 2019 Update**

Main Street Parking Lot	727 Main	4	Developer of Dard Property proposing 40 unit apartment building with 16 affordable units in an unsolicited bid to purchase from city.
Connoisseur Rugs property	1000 Chicago	4	Property for sale, possible development site
Main Street Streetscape	Main Street, Hinman to Maple	3 & 4	Construction expected in 2020.
<b>WEST END / WEST VILLAGE</b>			
<b>Project</b>	<b>Address</b>	<b>Ward</b>	<b>Latest Update</b>
West End Business Association	N/A	2	Group submitted application for 2019 Great Merchant Grant
West Village Business Association	N/A	2	Group submitted application for 2019 Great Merchant Grant.
1108 Dodge (Former Evanston Auto Glass)	1108 Dodge	2	For lease or sale
Reed Biedler Building	1275 Hartrey	2	Pursuing tenants for limited vacancies
2222 Oakton Street	2222 Oakton	8	City Council Introduced Approval to negotiate sale to Clark Street Real Estate to renovate as First Ascent Climbing Gym.
Oakton Car Wash		9	proposed car wash
Evanston Plaza	1924-26 Dempster	2	Staff working with ownership to identify tenants to fill remaining spaces. Auto Zone leased former Chinese buffet space
1335 Dodge Ave. (CNE)	1335 Dodge	2	Commercial property for sale



# Memorandum

To: Honorable Mayor and Members of the City Council

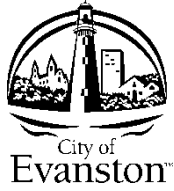
From: Ike Ogbo, Public Health Manager

Subject: Food Establishment License Application Weekly Report

Date: March 8, 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
4	1030 Davis St	Philz Coffee	3/7/19	Pending Building Permit Plan Review
4	1512 Sherman Ave	Mid Kitchen	3/4/19	Pending Inspections
5	1950 Green Bay Rd	Mobil Gas Station	2/20/2019	Pending Payment of License
4	622 Davis St	Newport Coffee House	2/20/2019	Pending Building Permit Plan Review
5	2121 Ashland Ave	Double Clutch	2/13/19	Pending Building Permit Plan Review
8	609A Howard St	Frontline North LLC	2/13/2019	License Issued
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 8, 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.



# Memorandum

To: Wally Bobkiewicz, City Manager

From: David D, Stoneback, Public Works Agency Director

Subject: Contracts with Christopher B. Burke Engineering, Ltd.

Date: March 4, 2019

At the February 18, 2019 Council meeting, Alderman Fleming requested information regarding how many contracts were awarded to Christopher B. Burke Engineering, Ltd. (CBBEL) within the past five years and what is the cost associated with these services.

## ANALYSIS:

CBBEL has been awarded the engineering services for the following projects since 2014.

Sheridan Road / Chicago Avenue project	\$2,453,812
Fountain Square project	\$ 984,552
Howard Street project	\$ 889,820
Streetlight Master Plan	\$ 146,143
Sherman Ave, Church to Davis project	\$ 81,480
Traffic Signal Design	\$ 10,398
<b>TOTAL ENGINEERING SERVICES</b>	<b>\$4,566,204</b>

Between January 2014 and February 2019 CBBEL was awarded 6 engineering service contracts totaling \$4,566,204. During this same time period, a total 41 engineering service contracts were awarded to 18 different firms for projects in the areas of Street, Water Main & Sewer, Transportation and Parks. The total cost for these engineering services is \$10,228,194. Please see the attached Exhibit 1 for a listing of the engineering service contracts awarded during this time period.

In addition, CBBEL was awarded 3 surveying service contracts totaling \$33,750. In all, 10 surveying service contracts were awarded to 3 different firms totaling \$175,862.

It should be noted that CBBEL became an Evanston Business Enterprise in January 2018 because they opened an office at 824 Davis Street in January 2017.

## BACKGROUND:

A brief description about each project completed by CBBEL, the funding source and project status is provided below:

### *Sheridan Road / Chicago Avenue Project*

This project is to improve the pedestrian, bicycle and vehicle traffic on Sheridan Road and Chicago Avenue from the north City limits to Grove Street. The City received an Illinois Transportation Enhancement Program (ITEP) Grant for this project. The Grant distribution was routed through IDOT and therefore the IDOT procurement procedure had to be followed including a qualification based selection process. The City issued RFQ 14-16 and CBBEL was determined to be the most qualified engineer for the project. The City negotiated the contract amount with CBBEL in accordance with IDOT procedures. The IDOT procedure determines the maximum allowable engineering service cost for each phase of the project based on a percentage of the estimated construction costs. IDOT also establishes the maximum engineer markup that a firm can charge. All engineering costs are reviewed and approved by IDOT before the services are provided.

All engineering work on this project was completed within the awarded amount; no change orders for engineering services were requested. All work except the phase III work is completed and there is approximately \$50,000 remaining in this portion of the contract award to complete the close out of the project.

Below is a summary of the engineering services cost and the funding source.

Council Action Date	Description of Work	Total Cost	Go Bond	Wash Natl TIF	ITEP Grant	Water Fund
4/28/14	Alternative Analysis Study	\$265,099.84	\$252,613.84	\$ 12,486.00		
12/8/14	Phase I & II Engineering	\$850,676.00	\$418,72.00	\$100,000.00	\$331,924.00	
12/8/14	Water Main Design	\$358,036.00				\$358,036.00
10/24/16	Phase III Engineering	\$980,000.00	\$780,000.00			\$200,000.00
	<b>TOTAL</b>	<b>\$2,453,811.84</b>	<b>\$1,463,851.84</b>	<b>\$112,486.00</b>	<b>\$331,924.00</b>	<b>\$558,036.00</b>

### *Fountain Square Renovation Project*

This project is to improve the existing fountain and plaza that was installed in 1976. The funding for this project is funded by Washington National TIF and the water fund. The City issued RFP 15-68 to select the engineer to perform a conceptual design, final design and engineering services during construction. The engineering services for conceptual design and final design were completed within the awarded amount. The construction of the project was anticipated to be completed by December 1, 2017. However delays in obtaining the IDPH permit and extended lead times for the procurement of the memorial wall glazing required the construction completion date to be extended until May 1, 2018. The construction contractor (Copenhaver) had challenges in performing the work and meeting the construction completion date. As a result, they were assessed significant liquidated damages and the contract completion

date was extended until December 2018. Due to the construction duration being extended there were two change orders with CBBEL associated with extended time that they would provide engineering services during construction. There is approximately \$40,000 remaining in the Phase III work to allow for close out of this project.

Below is a summary of the engineering services cost and the funding source.

Council Action Date	Description of Work	Total Cost	Wash Natl FIT	GO Bond
2/22/16	Study / Conceptual Design	\$183,321.50	\$183,321.50	
7/11/16	Phase II Design	\$218,576.38	\$218,576.38	
3/13/17	Phase III Engineering Service during Construction	\$345,634.01	\$180,000.00	\$165,634.01
1/22/18	Time Extension to September 30, 2018	\$197,906.79	\$197,906.79	
8/13/18	Time Extension to December 31, 2018	\$ 39,113.01	\$ 39,113.01	
	<b>TOTAL</b>	<b>\$984,551.69</b>	<b>\$818,917.68</b>	<b>\$165,634.01</b>

#### *Howard Street Project*

This project is to address the street resurfacing and streetscape improvements on Howard Street from Dodge Avenue to Chicago Avenue as well as traffic signal modernization at two intersections. The City has received \$2.4 million in Surface Transportation Program (STP) federal funds from North Shore Council of Mayors. In accordance with IDOT procurement procedures, a qualification based selection process was followed to hire the engineer. The Phase I study was completed by the City and IDOT has just recently approved the Phase II work. Construction on this project is anticipated to begin in 2020. At a later date, staff will make a recommendation to Council to award a contract to CBBEL for Phase III engineering services during construction.

Below is a summary of the engineering services cost and funding source to date.

Council Action Date	Description of Work	Total Cost	GO Bonds	STP Grant	City of Chicago
2/13/17	Phase I Study	\$289,820.70	\$289,820.70		
8/13/18	Phase II Design	\$600,000.00	\$137,363.00	\$162,637.00	\$300,000.00
	<b>TOTAL</b>	<b>\$889,820.70</b>	<b>\$427,183.70</b>	<b>\$162,637.00</b>	<b>\$300,000.00</b>

#### *Streetlight Master Plan*

This project is to update the City's streetlight master plan that was last developed in 1979. The City issued RFP 17-11 to select the engineer for this work. Council accepted staff's recommendation to award this project to CBBEL on April 24, 2017 in

the amount of \$146,143.05. Council adopted and placed on file the updated streetlight master plan on February 18, 2019. This work was completed within the contract award amount without any change orders.

*Sherman Avenue, Church to Davis Project*

This project is an extension to the Fountain Square Project and was contemplated as part of the work when Council authorized staff to proceed with the project and hiring of a consultant. When the Washington National TIF was being closed out, it was determined that TIF funding was available for this work. Since CBBEL had completed the Phase I study for this area, staff recommended that they be given the Phase II Design and Phase III engineering services during construction. In order to replace the 100+ year old water main in this block of Sherman Avenue prior to the street resurfacing, the water fund added the replacement of the water main to the project as well. The project has been designed and the construction of the project has been awarded. Construction is anticipated to begin this spring.

Below is a summary of the engineering services cost and funding source.

Council Action Date	Description of Work	Total Cost	Wash Natl TIF	Water Fund
10/18/15	Authorization to proceed with project & hire a consultant	N/A		
8/13/18	Phase II and Phase III Services	\$64,861.10	\$64,861.10	
1/14/19	Phase II and Phase III Services for water main replacement	\$16,618.45		\$16,618.45
	<b>TOTAL</b>	<b>\$81,479.55</b>	<b>\$64,681.10</b>	<b>\$16,618.45</b>

*Traffic Signal Design Services*

In March 2017 staff sought quotes for traffic signal design services related to the development of the Animal Shelter property to accommodate a new proposed James Park north public parking lot. Quotes were submitted by five firms and CBBEL submitted the lowest quote at \$10,398.

*Miscellaneous Survey Contracts*

- 1) In May 2016 staff sought quotes for topographic survey services for alley improvements. Quotes were submitted by four firms and CBBEL submitted the lowest cost at \$10,900.00. The City Manager approved award of this work.
- 2) In September 2016 staff sought quotes for topographic survey services for the recycling center property and the PUD alley next to 1515 Chicago Ave. Quotes were submitted by four firms and CBBEL submitted the lowest cost at \$14,700.00. The City Manager approved award of this work.
- 3) In February 2019 staff sought quotes for topographic survey service for some of the unimproved alleys in the waste transfer station area. Quotes were submitted by two firms and CBBEL submitted the lowest quote at \$8,150.00

Total cost for these three survey contracts total \$33,750.



# Exhibit 1

## ENGINEERING CONTRACTS (2014 - 2018)

PROJECT	CONTRACT AWARD	VENDOR	Non-CBBEL Cost	CBBEL
<b>STREET, WATER MAIN &amp; SEWER</b>				
Chicago Avenue/Sheridan Road Construction (2017 & 2018)	2014	CBBEL		\$ 2,453,812
Emerson/Green Bay/Ridge Improvements	2014	ESI	\$ 1,395,905	
Central Street Corridor Improvements	2014	Infrastructure Engineering	\$ 21,571	
Central Street Vaulted Sidewalk Design	2015	Infrastructure Engineering	\$ 342,286	
Sheridan Road Traffic Signal Modernization	2015	Stanley	\$ 102,193	
Howard Street Traffic Signal Engr	2016	ESI	\$ 222,252	
Dodge Avenue Protected Bike Lane Const Engr	2016	Hampton Lenzini and Renwick	\$ 30,728	
Main Street Corridor Engr Svcs	2016	Stanley	\$ 245,868	
30" Transmission Main Rehabilitation Engr Svcs	2017	Alfred Benesch	\$ 305,891	
Howard Street Corridor, Dodge to Custer - Engr	2017	CBBEL		\$ 889,820
Emerson Street Water Meter Engr Svcs	2017	Crawford Murphy Tilley	\$ 273,840	
Physical Inspection of Large Dia Water Main	2018	CTL Group	\$ 15,500	
Sherman Avenue, Church to Davis	2018	CBBEL		\$ 81,479
Main Street, Maple to Hinman	2018	Patrick	\$ 363,738	
<b>SUB-TOTAL</b>			<b>\$ 3,319,772</b>	<b>\$ 3,425,111</b>

**ENGINEERING CONTRACTS (2014 - 2018)**

PROJECT	CONTRACT AWARD	VENDOR	Non-CBBEL Cost	CBBEL
<b>TRANSPORTATION</b>				
Bridge Street Bridge	2014	Alfred Benesch	\$ 251,959	
Safe Routes- Construction Engineering	2014	Ciorba	\$ 19,589	
Central Street Emergency Bridge Repair	2015	Ciorba	\$ 9,891	
Dempster Street Traffic Signal Modernization	2015	Hampton Lenzini and Renwick	\$ 126,482	
Isabella Street Bridge Engr Svcs	2015	ESI Consultants	\$ 74,864	
Oak Avenue Parking Lot - Engr Svcs	2015	Stanley	\$ 15,120	
Main Street CTA Station Bike Parking	2016	Hampton Lenzini and Renwick	\$ 9,588	
Central Street Bridge	2016	Stanley	\$ 985,020	
Parking Lot Engineering Services	2016	Gewalt Hamilton	\$ 188,400	
James Park North Parking Lot - Electrical	2017	Hampton Lenzini and Renwick	\$ 14,221	
James Park North Parking Lot - Traffic Signals	2017	CBBEL		\$ 10,398
Streetlight Master Plan Study	2017	CBBEL		\$ 146,143
Bridge Inspection	Various	Ciorba	\$ 23,034	
Traffic Signals - Emerson@ Maple/Elgin/Bensen/ Dodge - Engr	2017	Terra	\$ 86,100	
Pavement Condition Survey	2018	IMS	\$ 206,720	
Survey Benchmark Update	2018	American Surveying & Engr	\$ 49,447	
<b>SUB-TOTAL</b>			<b>\$ 1,808,476</b>	<b>\$ 156,541</b>

**ENGINEERING CONTRACTS (2014 - 2018)**

PROJECT	CONTRACT AWARD	VENDOR	Non-CBBEL Cost	CBBEL
<b>PARKS</b>				
Church Street Boat Ramp Engr	2014	SmithGroup JJR	\$ 78,019	
Fountain Square Visioning	2014	Teska	\$ 19,500	
623 Howard Improvements	2014	Teska	\$ 2,082	
Baker Park Electrical Design	2015	McGuire Engineers	\$ 7,900	
Clark Street Bird Habitat	2015	Kettelkamp & Kettelkamp	\$ 27,500	
Foster Field Lighting Design	2015	McGuire Engineers	\$ 7,900	
Ladd Arboretum Bike Path	2015	Terra	\$ 85,912	
Fountain Square Consulting Svcs	2016	CBBEL	\$ 984,552	
Church Street Boat Ramp Renovations Engr Svcs	2016	SmithGroup JJR	\$ 142,340	
Parks Scorecard	2016	Lakota Group	\$ 79,123	
James Park Athletic Field Lighting Engr Svcs	2018	McGuire Engineers	\$ 9,000	
Garden Park	2018	Teska	\$ 74,466	
<b>SUB-TOTAL</b>			<b>\$ 533,742</b>	<b>\$ 984,552</b>
<b>TOTAL</b>			<b>\$ 5,661,990</b>	<b>\$ 4,566,204</b>



# Memorandum

To: Wally Bobkiewicz, City Manager

From: David D, Stoneback, Public Works Agency Director

Subject: Alley Paving Process

Date: March 4, 2019

At the February 18, 2019 Council meeting, Alderman Fiske requested information on the percentage of property owners needed to approve the alley paving process.

## ANALYSIS:

Attached ordinance 11-O-12 establishes that at least 51 percent (51%) of the property owners abutting an unimproved alley or portion thereof must sign the petition for the construction of an improved alley.

After verifying the signatures on the petition and confirming that at least 51% of the property owners have signed in favor of the alley petition, the Board of Local Improvements contacts all property owners that abut the alley and invite them, as well as the appropriate Alderman to a public meeting.

At the conclusion of the public meeting, if 51% of the abutting property owners are still in favor of the special assessment process to improve the alley the Legal Department prepares an ordinance for council consideration in accordance with the State's special assessment process.

Effective Date: April 22, 2012

3/20/2012  
1/23/2012

**11-O-12**

**AN ORDINANCE**

**Amending Title 7, Chapter 15 "Board of Local Improvements" by  
Enacting a New Section for Alley Paving Improvements**

NOW BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF  
EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: That Title 7, Chapter 15 of the Evanston City Code of 1979,  
as amended, "Board of Local Improvements", is hereby further amended by enacting a  
new Section 7, "Alley Paving Improvements", to read as follows:

**7-15-7: ALLEY PAVING IMPROVEMENTS**

(A) Impermeable alley: The owners of at least 51 percent (51%) of the property abutting any unimproved alley or portion thereof, may petition the City for the construction of an impermeable concrete pavement and related storm sewer and drainage improvements for the alley thereon. This type of alley is automatically selected, unless the owners specifically request the installation of permeable pavement. Such petition shall be filed with the City Manager or his/her designee. When the Board of Local Improvements receives a petition to pave an alley within the City, the Board of Local Improvements will follow the special assessment procedure established in the Illinois Municipal Code, 65 ILCS 5/9-3-1/et seq. for the petition to pave the alley.

If the Impermeable alley paving improvement is confirmed by the Cook County Circuit Court in accordance with the state statute, the City will pay fifty percent (50%) of the project cost with the property owners paying the remaining fifty percent (50%) annually over a 10-year period.

(B) Permeable alley: The owners of at least 51% of the property abutting any unimproved alley or portion thereof, may opt to petition the City for the construction of permeable pavement for the alley thereon ("Green Alley"). The Green Alley petition shall be filed with the City Manager or his/her designee. When the Board of Local Improvements receives the Green Alley petition to pave an alley within the City, the Board of Local Improvements will follow the special assessment procedure established in the Illinois Municipal Code, 65 ILCS 5/9-3-1/et seq. for the petition to pave the alley.

If the Green Alley paving improvement is confirmed by the Cook County Circuit Court in accordance with state statute, the City will pay fifty percent (50%) of the project cost with the property owners paying the remaining fifty percent (50%) annually over a 10-year period.

(C) The assessment cost attributable to each property owner is based on the unit cost method, unless a more equitable alternative method is appropriate and approved by the Board of Local Improvements and approved by a majority (at least 51%) of the property owners abutting the subject alley.

(D) The Board of Local Improvements may initiate alley paving improvement projects within the City. The acceptance of a petition by the Board of Local Improvements is also conditioned on the soil conditions of the subject alley.

**SECTION 2:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3:** If any provision of this ordinance or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid application of this Ordinance is severable.

**SECTION 4:** The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

**SECTION 5:** This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

Introduced: March 26, 2012

Approved:

Adopted: April 10, 2012

April 11, 2012

Elizabeth B. Tisdahl  
Elizabeth B. Tisdahl, Mayor

Attest:

Approved as to form:

Rodney Greene  
Rodney Greene, City Clerk

W. Grant Farrar  
W. Grant Farrar, City Attorney