

Memorandum

To: Mayor Hagerty and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: Weekly City Manager's Update
Date: March 15, 2019

STAFF REPORTS BY DEPARTMENT



Weekly Report for March 7, 2019 – March 13, 2019

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule
Real Estate Transfer Tax Reports – January and February
January 2019 Financial Report

Community Development

Weekly Zoning Report
Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Monday, March 18, 2019

City Council

www.cityofevanston.org/citycouncil

Tuesday, March 19, 2019

Housing & Community Development Act Committee

www.cityofevanston.org/housingcommunitydev

Zoning Board of Appeals

www.cityofevanston.org/zoningboard

Board of Ethics

www.cityofevanston.org/boardofethics

Wednesday, March 20, 2019

Design and Project Review Committee

www.cityofevanston.org/dapr

Transportation & Parking Committee

www.cityofevanston.org/transandparking

M/W/EBE Development Committee

www.cityofevanston.org/mwebecommittee

Thursday, March 21, 2019

Parks, Recreation and Community Services Board

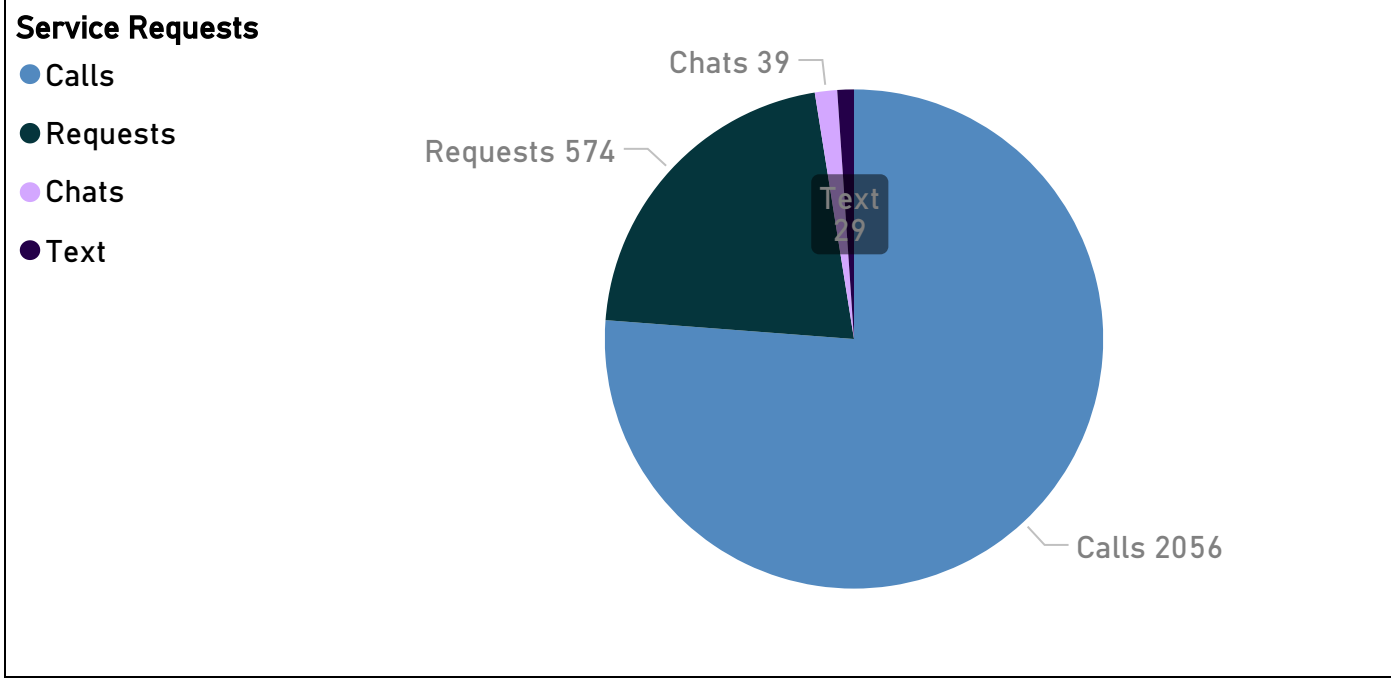
www.cityofevanston.org/PRCSBoard

Equity & Empowerment Commission

www.cityofevanston.org/equityandempowermentcommission

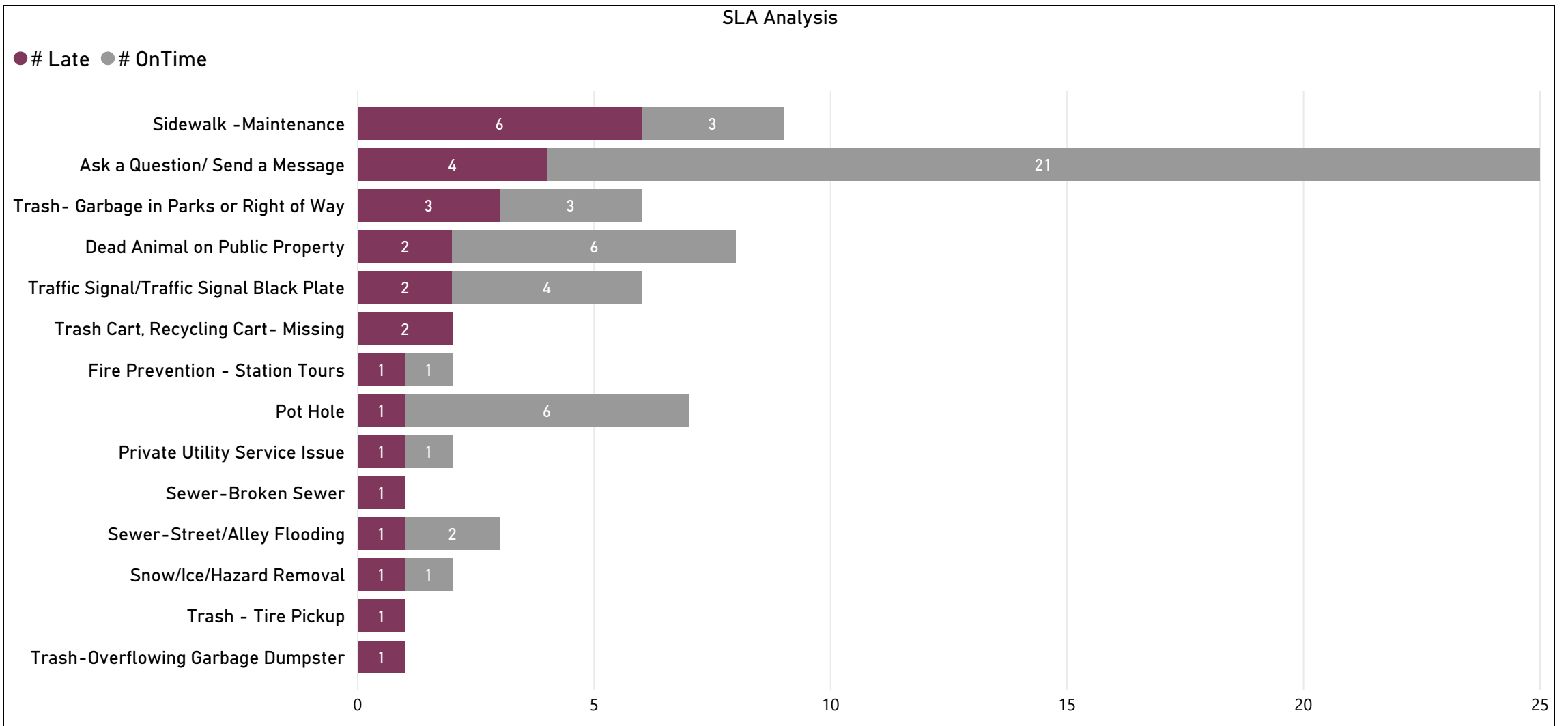
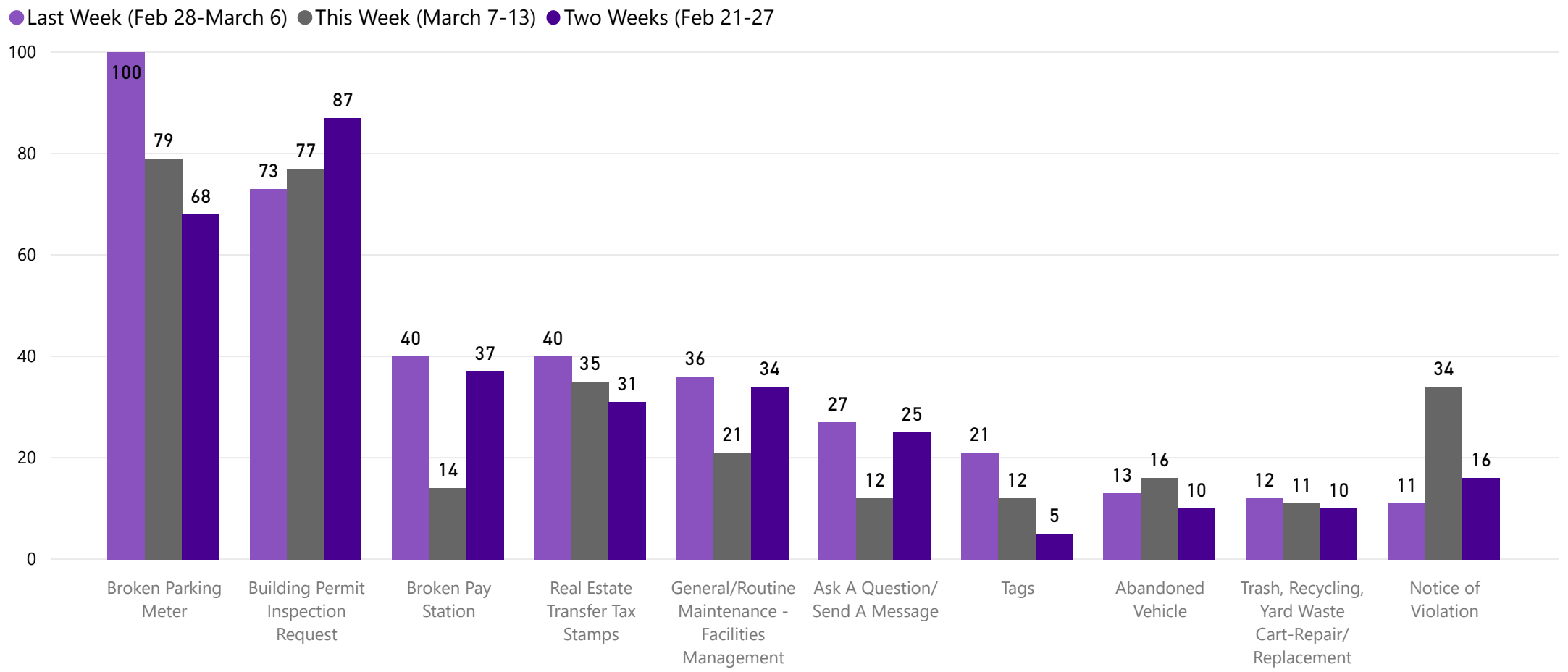
311 Weekly Report

March 7 - 13, 2019



Percentage Change From Last Week

Service Requests	Difference
Chats	30.00 %
Requests	6.00 %
Calls	1.00 %
Text	-58.00 %



Missed Garbage Pickup

This week 6; Last week 9
Below 3 year avg. of 14.2



Missed Recycling Pickup

This week 8; Last week 3
Below 3 year avg. of 13.1



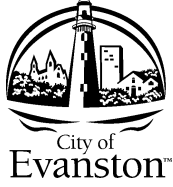
Rodents/Rats

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



Upcoming Events—March

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
18 6:00 PM City Council	6:30 PM Harbert Park Renovations Meeting 7:00 PM Housing & Community Development Act Committee 7:00 PM Board of Ethics - CANCELED 7:00 PM Zoning Board of Appeals Meeting	2:30 PM Design and Project Review Committee 6:00 PM Transportation and Parking Committee Meeting 6:30 PM M/W/EBE Development Committee	2:00 PM Coffee with a Cop 6:00 PM Parks, Recreation and Community Services Board 6:30 PM Equity & Empowerment Commission 7:00 PM 9th Ward Meeting	22	8:00 AM Indoor Farmers' Market	2:00 PM Women's History Month Brunch



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 11, 2019

Date: March 15, 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 11, 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 19-20 Tree Planting Services	Public Works Agency	Work on this project includes Tree Planting on public parkways, including the delivery, planting and one-year warranty for all trees planted under this contract: Planting of up to 300 trees to take place in both spring and fall of 2019.	\$45,000	4/09	5/13

Evanston City Council Agenda Schedule - 2019 Dates

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

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			
May 13, May 20, May 28, Jun 10, Jun 17, Jun 24, Jul 8, Jul 15, Jul 22, Aug 12			
Sept 9, Sept 16, Sept 23, Oct 14, Oct 21, Oct 28, Nov 11, Nov 18, Nov 25, Dec 9			
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D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business			
APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development			
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
	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		
Clerk	4/8/2019	Minutes from March 11 and 18	B	CC	Reid	
CMO	4/8/2019	Bills/Payroll/Credit Card	B	APW	Desai	
CMO	4/8/2019	Crown MOU	B	APW	Storlie	
PWA	4/8/2019	2019 Parking Lots Improvements	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	
PWA	4/8/2019	Change Order No 1 - Eng Svc on Clearwell 9 Project	B	APW	Stoneback	
PWA	4/8/2019	Streetscape and Rain Garden Maint.	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	
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	

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CD	4/8/2019	Easement Agmt - 910-938 Custer	R	APW	Leonard	
Legal	4/8/2019	Liquor Licenses (3)	O	APW	Masoncup	For Intro
Admn Svcs	4/8/2019	Clark St Zone Parking	O	APW	Storlie	For Intro
CMO	4/8/2019	CIP and Crown Bond Issuance	O	APW	Desai	For Intro
PWA	4/8/2019	2019 SA Alley Paving	O	APW	Stoneback	For Intro
CD	4/8/2019	Text Amendment - Active Ground Floor Uses	O	PD	Leonard	For Intro
CD	4/8/2019	2626 Reese	O	PD	Leonard	For Intro
CD	4/8/2019	Special Use - 910-938 Custer	O	PD	Leonard	For Action
	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		
CMO	4/15/2019	Harley Clarke RFP	B	CC	Bobkiewicz	
	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	2018 Year End Financials and Budget Amendment	B	APW	Desai	
CMO	4/22/2019	2019 First Quarter Report	B	APW	Desai	Accept and Place on File
CD	4/22/2019	2222 Oakton	O	APW	Leonard	For Intro
CMO	4/22/2019	Wheel Tax Renewal - October	O	APW	Storlie	For Intro
Legal	4/22/2019	P&D Start Time- Amend Rules	O	APW	Masoncup	For Intro
PWA	4/22/2019	Obstructions on Public Ways - Leaves on Street	O	APW	Stoneback	For Intro
PWA	4/22/2019	Obstructions on Public Ways - Snow	O	APW	Stoneback	For Intro
PWA	4/22/2019	Obstructions on Public Ways - Sidewalks clear of ice	O	APW	Stoneback	For Intro
PWA	4/22/2019	Trash Receptacles - clear snow or ice	O	APW	Stoneback	For Intro
PWA	4/22/2019	Alley Paving SA - 100% payment	O	APW	Stoneback	For Intro
CD	4/22/2019	Special Use - Auto/ Convenience Store	O	PD	Leonard	For Intro
CD	4/22/2019	Public Benefits from Planned Developments	D	PD	Leonard	Contd from 3/11/19

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
	4/29/2019	Special City Council - Aff. Housing, Final Council Goals		CC		
CD	4/29/2019	Increase Demo. Tax (Aff Housing Fund)	B	CC	Leonard	
	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	
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						
3/18/2019	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	Report given 3/11/19	

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CMO	1/28/2019	Harley Clarke - New Proposal	Wilson	3/11/2019	Return 4/15 with new RFP	
CMO	2/4/2019	Harley Clarke - New Proposal	Fiske	3/11/2019	see above	
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; 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		Report to Council 3/13/19	
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	Rainey		Report submitted 3/12/19	
PWA	3/2/2019	Summary/Memo of Civic Center Committee - Was Affordable Housing considered?				
Admin Svcs	3/11/2019	Incentives for Employees Living in Evanston	APW Committee	5/28/2019		
Police	3/11/2019	Domestic Violence Training	CC			
All	3/11/2019	Opportunities/Barriers on local vendors	Braithwaite	Will discuss at M/W/EBE		
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	
CD		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
CMO		Amendment to PEHP Resolution	R	APW	Desai	



MONTHLY RETT REPORT FOR JANUARY 2019

TO: City Council
 FROM: Leticia A. Blackman
 SUBJECT: RETT REPORT – JANUARY 2019

BUDGET 2019 **\$4,150,000.00**

FY 2018

FY 2019

MONTH	AMOUNT	TRANSACTIONS	MONTH	AMOUNT	TRANSACTIONS	CUMULATIVE
JANUARY	147,018	69	JANUARY	123,715	45	123,715
FEBRUARY	166,865	53	FEBRUARY			
MARCH	181,500	80	MARCH			
APRIL	272,735	101	APRIL			
MAY	366,950	138	MAY			
JUNE	788,452	166	JUNE			
JULY	355,020	118	JULY			
AUGUST	401,215	159	AUGUST			
SEPTEMBER	252,080	85	SEPTEMBER			
OCTOBER	381,675	83	OCTOBER			
NOVEMBER	209,085	67	NOVEMBER			
DECEMBER	309,041	79	DECEMBER			

JANUARY 2019 Revenues were reduced to reflect this expenditure: \$0

Monthly average needed to meet budget \$345,833.00

FY 2019 Monthly Average: \$129,015.00

53 EXEMPTIONS @ \$100.00 each: \$5,300.00; CUMULATIVE: \$5,300.00

\$ MILLION (4) SALES IN JANUARY 2019

- 1) 01/08/2019 – 1920-22 Maple Ave, \$1,300,000.00, Tax: \$6,500.00; Seller: Meyer; Buyer: 1920 MAP, LLC
- 2) 01/14/2019 – 1207 Maple Ave, \$1,025,000.00, Tax: \$5,125.00; Seller: Michel; Buyer: Cox
- 3) 01/17/2019 – 1936 Wesley Ave, \$1,485,000.00, Tax: \$7,425.00; Seller: Joyce Trust; Buyer: Frazer/1936 Wesley, LLC
- 4) 01/22/2019 – 1115-1133 Emerson Ave, \$3,080,000.00, Tax: \$21,560.00; Seller: Emerson & Ridge, LLC; Buyer: CP Emerson Evanston, LLC



MONTHLY RETT REPORT FOR JANUARY 2019

COMMERCIAL (3) SALES IN JANUARY 2019

- 1) 01/03/2019 – 1920 Central Street, \$300,000.00, Tax: \$1,500.00; Seller: Sanders; Buyer: Sanders
- 2) 01/23/2019 – 1332-34 Sherman Ave, \$600,000.00, Tax: \$3,000.00; Seller: Brune; Buyer: 800 Greenwood, LLC
- 3) 01/22/2019 – 1115-1133 Emerson Ave, \$3,080,000.00, Tax: \$21,560.00; Seller: Emerson & Ridge, LLC; Buyer: CP Emerson Evanston, LLC



MONTHLY RETT REPORT FOR FEBRUARY 2019

TO: City Council
 FROM: Leticia A. Blackman
 SUBJECT: RETT REPORT – FEBRUARY 2019

BUDGET 2019 **\$4,150,000.00**

FY 2018

FY 2019

MONTH	AMOUNT	TRANSACTIONS	MONTH	AMOUNT	TRANSACTIONS	CUMULATIVE
JANUARY	147,018	69	JANUARY	123,715	45	123,715
FEBRUARY	166,865	53	FEBRUARY	112,610	54	236,325
MARCH	181,500	80	MARCH			
APRIL	272,735	101	APRIL			
MAY	366,950	138	MAY			
JUNE	788,452	166	JUNE			
JULY	355,020	118	JULY			
AUGUST	401,215	159	AUGUST			
SEPTEMBER	252,080	85	SEPTEMBER			
OCTOBER	381,675	83	OCTOBER			
NOVEMBER	209,085	67	NOVEMBER			
DECEMBER	309,041	79	DECEMBER			

FEBRUARY 2019 Revenues were reduced to reflect this expenditure: \$0

Monthly average needed to meet budget \$345,833.00

FY 2019 Monthly Average: \$118,162.50

48 EXEMPTIONS @ \$100.00 each: \$4,800.00; CUMULATIVE: \$10,100.00

\$ MILLION (3) SALES IN FEBRUARY 2019

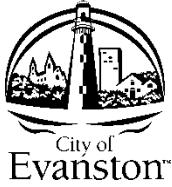
- 1) 02/01/2019 – 834-838 Sherman Avenue, \$1,650,000.00, Tax: \$11,550.00; Seller: CTLT RV-011743; Buyer: Sure Man, LLC
- 2) 02/11/2019 – 807 Davis Street Unite 2304, \$1,350,000.00, Tax: \$6,750.00; Seller: Bard Trust; Buyer: Raviv Trust
- 3) 02/27/2019 – 2121 Noyes Street, \$1,092,000.00, Tax: \$5,460.00; Seller: Marco; Buyer: Howes/Troughton4



MONTHLY RETT REPORT FOR JANUARY 2019

COMMERCIAL (2) SALES IN FEBRUARY 2019

- 1) 02/01/2019 – 834-838 Sherman Avenue, \$1,650,000.00, Tax: \$11,550.00; Seller: CTLT RV-011743; Buyer: Sure Man, LLC
- 2) 02/13/2019 – 1210 Chancellor Street (**Vacant Lot**), \$260,000.00, Tax: \$1,300.00; Seller: 1210 Chancellor Street, LLC; Buyer: Chicago Title Land Trust



Memorandum

To: Wally Bobkiewicz, City Manager

From: Hitesh Desai, CFO/City Treasurer
Kate Lewis-Lakin, Budget Coordinator

Subject: January 2019 Monthly Financial Report

Date: March 14, 2019

Please find attached the unaudited financial statements as of January 31, 2019. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

January 2019	Revenue	Expense	Net	Fund Balance	Cash Balance
100 GENERAL FUND	5,984,514	5,623,421	361,092	14,074,270	10,603,771
175 GENERAL ASSISTANCE FUND	10,709	86,615	(75,906)	525,881	525,881
176 HEALTH AND HUMAN SERVICES	69,075	7	69,067	82,713	82,712
180 GOOD NEIGHBOR FUND	1,000,597	52,622	947,975	952,262	952,262
185 LIBRARY FUND	130,116	338,241	(208,125)	1,353,605	1,296,196
186 LIBRARY DEBT SERVICE FUND	-	-	-	4,503	4,504
187 LIBRARY CAPITAL IMPROVEMENT FD	-	-	-	968,627	968,627
200 MOTOR FUEL TAX FUND	165,145	81,908	83,237	1,998,047	1,989,034
205 EMERGENCY TELEPHONE (E911) FUND	1,779	48,421	(46,641)	782,950	472,901
210 SPECIAL SERVICE AREA (SSA) #4	-	-	-	(226,835)	(226,836)
215 CDBG FUND	-	27,080	(27,080)	36,360	22,148
220 CDBG LOAN FUND	3,907	56	3,850	177,045	177,044
235 NEIGHBORHOOD IMPROVEMENT	94	19	75	171,149	171,148
240 HOME FUND	2,296	2,115	181	7,513	7,513
250 AFFORDABLE HOUSING FUND	50,922	6,785	44,138	1,404,896	1,507,500
320 DEBT SERVICE FUND	350,726	5	350,721	768,707	849,391
330 HOWARD-RIDGE TIF FUND	-	29,134	(29,134)	2,187,728	2,189,997
335 WEST EVANSTON TIF FUND	2,017	5,969	(3,953)	616,428	611,613
340 DEMPSTER-DODGE TIF FUND	-	5,906	(5,906)	48,937	48,937
345 CHICAGO-MAIN TIF	7,270	8,384	(1,115)	172,794	172,795
350 SPECIAL SERVICE AREA (SSA) #6	1,217	-	1,217	4,316	4,316
415 CAPITAL IMPROVEMENTS FUND	24,379	51,609	(27,230)	15,001,836	12,380,310
416 CROWN CONSTRUCTION FUND	53,977	5	53,972	16,563,898	18,452,576
420 SPECIAL ASSESSMENT FUND	66,384	25,090	41,294	2,664,972	2,661,435
505 PARKING SYSTEM FUND	612,742	572,263	40,479	3,153,175	3,109,251
510 WATER FUND	1,542,107	730,180	811,927	7,641,767	5,719,233
515 SEWER FUND	1,096,860	346,328	750,532	11,157,679	3,605,736
520 SOLID WASTE FUND	357,288	88,594	268,694	(731,589)	(1,108,801)
600 FLEET SERVICES FUND	245,868	85,548	160,320	128,259	(626,770)
601 EQUIPMENT REPLACEMENT FUND	109,588	91	109,498	1,048,296	991,755
605 INSURANCE FUND	1,315,901	1,985,866	(669,966)	(9,454,913)	(5,097,031)
Grand Total	13,205,478	10,202,264	3,003,214	73,285,275	62,519,148

Included above are the ending balances as of January 31, 2019 for both unreserved fund and cash balances. Of these two amounts, cash balance is the more meaningful metric since this represents liquid cash and/or invested assets which can be used (or easily sold) to support and fund current operations. While ending fund balance is also an important measurement of the City's financial health, it usually includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses.

2018 actual numbers are preliminary and unaudited and are subject to change. Fund balance numbers are also subject to change as a result. The 2018 audit will be completed by June 30, 2019.

General Fund

The attached financials show General Fund revenues at 5.2% of budget and expenses at 4.9% of budget, both below target of 8.3%. Revenues are often below target at this point in the year because the first property tax installment does not come due until March.

Expenses are below target in all departments. Because of payroll timing, January includes less than 1.5 pay periods. Additionally, January tends to have low programmatic spending. The department with the highest percent spending to budget is the Public Works Agency, due to the costs of snow removal operations in January.

Enterprise Funds

Parking fund revenues through January 31, 2019 are below target. This is because the budget includes an increase in all parking meter rates beginning March 1, 2019. Revenue is expected to rise as the new rates are implemented.

Through January 31, 2019, the Water Fund appears low on revenue and expenses. This is because the budget includes multiple large capital projects, with IEPA loan funding budgeted in Other Revenue and expenses budgeted in Capital Outlay.

The Water Fund revenues reflect payment from the Village of Skokie at the rate of \$0.78 per 1000 gallons against the billed rate of \$2.06 per 1000 gallons. This issue is currently being challenged in the court.

Through January 31, 2019, the Solid Waste Fund has a negative fund balance of \$731,589 and a negative cash balance of \$1,108,801. The Solid Waste Fund received property tax revenue for the first time in 2018, and will receive \$820,000 in property tax revenue in 2019.

Other Funds

Through January 31, 2019, the E911 and CDBG Funds are higher monthly expenses than revenues. This is due to a delay in reimbursements from state and federal government agencies. As of January 31 both funds have positive fund and cash balances.

Through January 31, 2019, funds receiving property tax revenue show higher monthly expenses than revenues. This includes the General Assistance Fund, Library Fund, and TIF Funds. This is because the first installment of property taxes is not due until March. Balances in these funds are expected to increase with the receipt of the first installment in March.

Through January 31, 2019, the SSA #4 Fund is showing a negative fund and cash balance of \$226,835.

Through January 31, 2019, the Capital Fund is showing a fund balance of \$15,001,835 and a cash balance of \$12,380,310. The fund continues to spend down balances from the 2018B General Obligation Bonds received in August 2018.

Through January 31, 2019, the Crown Construction fund is showing a fund balance of \$16,563,898 and cash balance of \$18,452,576. The fund continues to spend down balances from the 2018A General Obligation Bond proceeds received in August 2018.

Through January 31, 2019, the Insurance Fund is showing a negative fund balance of \$9,483,124 and a negative cash balance of \$5,097,031. Fund balance is significantly lower than cash balance due to accrued liabilities for pending litigation.

If there are any questions on the attached report, please contact me by phone at (847) 448-8082 or by email: hdesai@cityofevanston.org. Detailed fund summary reports can be found at: <http://www.cityofevanston.org/city-budget/financial-reports/>.

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

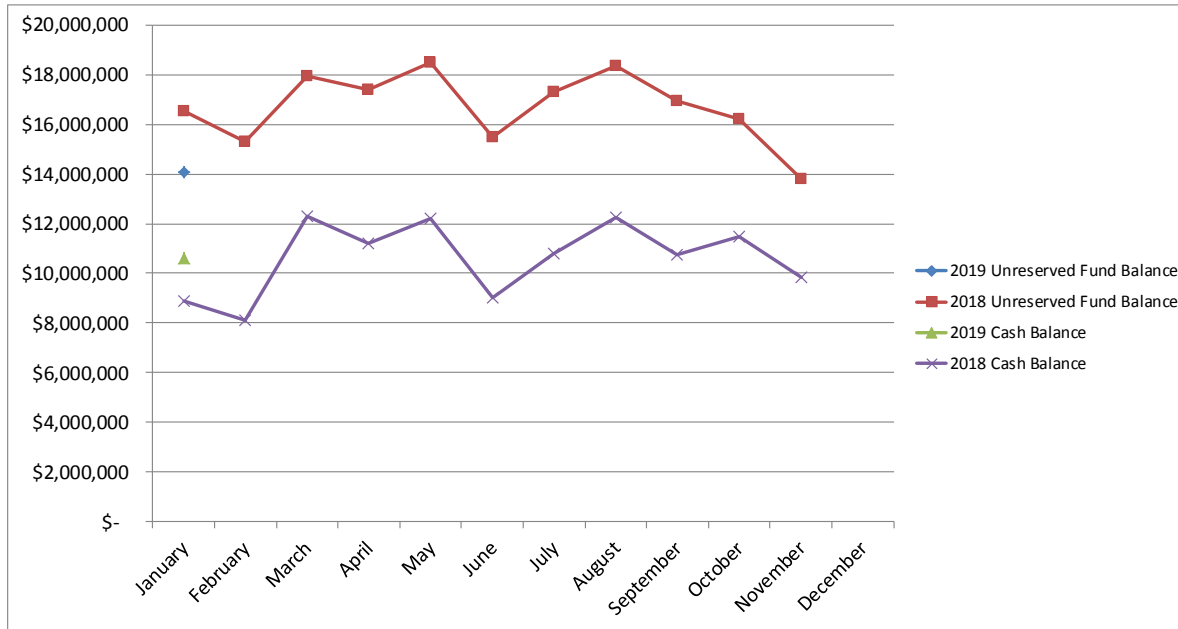
As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the January 31, 2019 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

2018 v 2019 Fund and Cash Balance - General Fund

	January	February	March	April	May	June	July	August	September	October	November
2019 Unreserved Fund Balance	\$ 14,074,270										
2018 Unreserved Fund Balance	\$ 16,512,558	\$ 15,306,742	\$ 17,933,253	\$ 17,384,626	\$ 18,479,429	\$ 15,488,721	\$ 17,279,434	\$ 18,345,522	\$ 16,923,253	\$ 16,225,727	\$ 13,799,783
2019 Cash Balance	\$ 10,603,771										
2018 Cash Balance	\$ 8,905,448	\$ 8,120,225	\$ 12,288,418	\$ 11,184,339	\$ 12,226,888	\$ 9,006,016	\$ 10,816,697	\$ 12,252,460	\$ 10,763,842	\$ 11,463,410	\$ 9,825,856



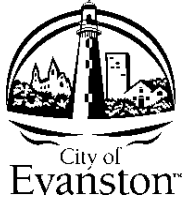
	2018 Actual	2019 Budget	January 2019	2019 YTD	% YTD to Budget
100 GENERAL FUND					Target = 8.3%
Revenue					
Property Taxes	28,188,353	30,047,955	56,997	56,997	0.2%
Other Taxes	50,042,144	50,796,300	3,097,983	3,097,983	6.1%
Licenses, Permits and Fees	11,680,895	10,526,400	1,105,878	1,105,878	10.5%
Charges for Services	10,412,949	8,900,909	595,104	595,104	6.7%
Fines and Forfeitures	3,765,058	4,700,500	300,958	300,958	6.4%
Interest Income	94,681	55,100	14,458	14,458	26.2%
Intergovernmental Revenue	1,466,926	994,303	32,686	32,686	3.3%
Other Revenue	1,763,275	988,300	45,698	45,698	4.6%
Interfund Transfers	8,133,142	8,877,103	734,751	734,751	8.3%
Revenue Total	115,547,424	115,886,870	5,984,514	5,984,514	5.2%
Expenses					
13 CITY COUNCIL	547,275	528,173	27,509	27,509	5.2%
14 CITY CLERK	217,953	180,704	11,262	11,262	6.2%
15 CITY MANAGER'S OFFICE	7,106,668	7,997,018	502,767	502,767	6.3%
17 LAW	680,554	646,183	39,320	39,320	6.1%
19 ADMINISTRATIVE SERVICES	9,206,386	9,483,577	428,962	428,962	4.5%
21 COMMUNITY DEVELOPMENT	3,572,658	3,480,360	141,763	141,763	4.1%
22 POLICE	39,374,467	38,737,094	1,758,058	1,758,058	4.5%
23 FIRE MGMT & SUPPORT	24,813,300	24,379,850	1,122,909	1,122,909	4.6%
24 HEALTH	3,165,206	3,190,606	182,617	182,617	5.7%
30 PARKS, REC. AND COMMUNITY SERV.	12,842,485	12,297,509	522,110	522,110	4.2%
40 PUBLIC WORKS AGENCY	13,523,392	13,232,299	886,143	886,143	6.7%
Expenses Total	115,050,345	114,153,373	5,623,421	5,623,421	4.9%
Net	497,079	1,733,497	361,092	361,092	
Beginning Fund Balance	13,216,099	13,713,178		13,713,178	Fund Balance %
Ending Fund Balance	13,713,178	15,446,675		14,074,270	12.3%

	2018 Actual	2019 Budget	January 2019	2019 YTD	% YTD to Budget
505 PARKING SYSTEM FUND					Target = 8.3%
Revenue					
Licenses, Permits and Fees	2,798				
Charges for Services	6,299,975	10,343,855	591,809	591,809	5.7%
Interest Income	109,598	20,000	7,260	7,260	36.3%
Intergovernmental Revenue	-				0.0%
Other Revenue	318,293	202,020	13,673	13,673	6.8%
Interfund Transfers	3,037,704				0.0%
Revenue Total	9,768,368	10,565,875	612,742	612,742	5.8%
Expenses					
Salary and Benefits	1,774,780	1,996,976	91,913	91,913	4.6%
Services and Supplies	4,008,848	3,546,775	185,552	185,552	5.2%
Insurance and Other Chargebacks	319,648	333,969	27,831	27,831	8.3%
Miscellaneous	231,879	304,000	-	-	0.0%
Contingencies	1,495	11,000	-	-	0.0%
Capital Outlay	518,681	3,510,000	3,400	3,400	0.1%
Interfund Transfers	1,440,417	3,512,807	263,567	263,567	7.5%
Debt Service	3,070,625	34,354	-	-	0.0%
Expenses Total	11,366,373	13,249,881	572,263	572,263	4.3%
Net	(1,598,005)	(2,684,006)	40,479	40,479	
Beginning Fund Balance	4,710,701	3,112,696		3,112,696	Fund Balance %
Ending Fund Balance	3,112,696	428,690		3,153,175	23.8%

510-513 WATER FUND	2018 Actual	2019 Budget	January 2019	2019 YTD	% YTD to Budget Target = 8.3%
Revenue					
Charges for Services	16,064,914	22,615,529	1,496,970	1,496,970	6.6%
Interest Income	255,928	40,000	38,524	38,524	96.3%
Interfund Transfers	187,430				0.0%
Licenses, Permits and Fees	47,218	50,000	3,870	3,870	7.7%
Other Revenue	5,321,469	23,194,160	2,743	2,743	0.0%
Revenue Total	21,876,958	45,899,689	1,542,107	1,542,107	3.4%
Expenses					
Salary and Benefits	5,563,077	5,533,772	300,779	300,779	5.4%
Services and Supplies	3,984,623	6,231,350	49,013	49,013	0.8%
Insurance and Other Chargebacks	470,397	489,481	42,695	42,695	8.7%
Capital Outlay	6,110,431	30,345,500	9,000	9,000	0.0%
Debt Service	1,799,077	2,081,841	-	-	0.0%
Interfund Transfers	3,682,309	3,932,313	327,693	327,693	8.3%
Miscellaneous	-	42,000	-	-	0.0%
Contingencies	-	1,000	1,000	1,000	100.0%
Expenses Total	21,609,914	48,657,257	730,180	730,180	1.5%
Net	267,045	(2,757,568)	811,927	811,927	
Beginning Fund Balance	6,562,795	6,829,840		6,829,840	Fund Balance %
Ending Fund Balance	6,829,840	4,072,272		7,641,767	15.7%

	2018 Actual	2019 Budget	January 2019	2019 YTD	% YTD to Budget
515 SEWER FUND					Target = 8.3%
Revenue					
Charges for Services	11,919,244	10,483,885	1,086,895	1,086,895	10.4%
Interest Income	56,455	5,000	9,966	9,966	199.3%
Other Revenue	1,504,154	3,104,000	-	-	0.0%
Interfund Transfers	187,430				0.0%
Revenue Total	13,667,282	13,592,885	1,096,860	1,096,860	8.1%
Expenses					
Salary and Benefits	1,320,523	1,354,512	64,779	64,779	4.8%
Services and Supplies	772,151	284,500	7,336	7,336	2.6%
Insurance and Other Chargebacks	269,988	282,083	23,507	23,507	8.3%
Miscellaneous	230	1,500	-	-	0.0%
Capital Outlay	1,098,782	4,910,636	2,000	2,000	0.0%
Interfund Transfers	991,677	1,773,532	64,461	64,461	3.6%
Debt Service	2,844,540	6,148,475	184,245	184,245	3.0%
Expenses Total	7,297,891	14,755,238	346,328	346,328	2.3%
Net	6,369,391	(1,162,353)	750,532	750,532	
Beginning Fund Balance	4,037,755	10,407,146		10,407,146	Fund Balance %
Ending Fund Balance	10,407,146	9,244,793		11,157,679	75.6%

	2018 Actual	2019 Budget	January 2019	2019 YTD	% YTD to Budget
520 SOLID WASTE FUND					Target = 8.3%
Revenue					
Property Taxes	410,000	820,000	-	-	0.0%
Charges for Services	3,672,193	4,239,270	255,654	255,654	6.0%
Other Revenue	124,222	138,000	30,088	30,088	21.8%
Interfund Transfers	705,967	150,000	12,500	12,500	8.3%
Licenses, Permits and Fees	213,545	486,000	59,046	59,046	12.1%
Revenue Total	5,125,927	5,833,270	357,288	357,288	6.1%
Expenses					
Salary and Benefits	984,745	1,076,209	53,902	53,902	5.0%
Services and Supplies	3,438,594	3,601,076	6,930	6,930	0.2%
Insurance and Other Chargebacks	1,520	-	898	898	0.0%
Miscellaneous	5,288	7,500	-	-	0.0%
Capital Outlay	289,938	386,650	-	-	0.0%
Interfund Transfers	322,362	322,362	26,864	26,864	8.3%
Debt Service	21,797	22,745	-	-	0.0%
Expenses Total	5,064,244	5,416,542	88,594	88,594	1.6%
Net	61,683	416,728	268,694	268,694	
Beginning Fund Balance	(1,061,966)	(1,000,283)		(1,000,283)	Fund Balance %
Ending Fund Balance	(1,000,283)	(583,555)		(731,589)	-13.5%



Memorandum

To: Honorable Mayor and Members of the City Council
From: Scott Mangum, Planning and Zoning Manager
Subject: Weekly Zoning Report
Date: March 13, 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 if you have any questions or need additional information.

Zoning Weekly Update

Cases Received and Pending, March 7, 2019 - March 13, 2019

Backlog (business days received until reviewed): 26

Volume (number of cases pending staff review): 20

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
2	1815 Ridge/Oak Avenue	D4	Building Permit	Foundation permit for new 10-story senior living residential building with 163 dwelling units, 67 parking spaces (1815 Ridge/Oak Avenue Planned Development)	04/03/18	pending adjustment to the PD, DAPR
2	1514 Dewey Street	R3	Building Permit	New single-family residence	10/10/18	non-compliant, pending revision from the applicant
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	pending additional information, DAPR
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	1206 Hinman 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 revisions from the applicant
4	1330 Lake Street	R1	Building Permit	Interior remodel, replace a/c	02/25/19	pending staff review
4	1205 Elmwood Avenue	R3	Building Permit	Detached garage	03/07/19	pending additional information from the applicant
4	1426 Asbury Avenue	R1	Building Permit	1-story addition	03/07/19	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	pending additional information from the applicant, DAPR
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
5	1823 Brown Street	R3	Building Permit	Solar panels	03/12/19	pending staff review
5	1729 Dodge Avenue	R5	Building Permit	New single-family residence	03/13/19	pending staff review
5	2044 Wesley Avenue	R4/oWE	Zoning Analysis	New 22-unit townhome development with attached garages	03/13/19	pending staff review
6	2415 Hartzell Street	R1	Building Permit	Replace deck and screened porch	11/26/18	pending revisions from the applicant
6	2205 McDaniel Avenue	R1	Building Permit	2-story addition, interior renovation, new detached garage	02/12/19	non-compliant, pending revisions and minor variation application from the applicant
6	2340 Lincolnwood Drive	R1	Building Permit	Re-tile covered and uncovered patio	02/21/19	pending staff review
6	2620 Bennett Avenue	R1	Zoning Analysis	1st and 2nd floor additions	03/13/19	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 revisions 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 revisions from the applicant
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
7	2233 Tech Drive	U3	Building Permit	Interior renovation (Mudd Hall - NU)	03/12/19	pending staff review
7	2226 Noyes Street	R1	Building Permit	Basement remodel	03/12/19	pending staff review
7	823 Monticello Place	R1	Zoning Analysis	Dormer addition and interior renovation	03/12/19	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
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	727 Monroe Street	R2	Building Permit	Detached garage	03/12/19	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	pending CC 03/18/19
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	1227 Dodge Avenue	C1	Special Use	Daycare center - child	10/26/18	pending DAPR, ZBA
2	1522 Greenwood Street	R3	Minor Variation	Front yard setback for vesibule addition	03/04/19	determination after 04/03/19
3	1210 Michigan Avenue	R1	Minor Variation	Construct detached garage in interior side yard	07/25/18	pending additional information from the applicant
4	910 Custer Avenue	MUE	Planned Development	New 40-unit townhome development, map amendment from MUE to MXE	11/28/18	pending CC 04/08/19
5	2122 Dewey Avenue	R4	Minor Variation	Building lot and impervious surface coverage for new 2-flat with open parking	03/11/19	pending public notice
5	1822 Ashland Avenue	R2	Minor Variation	Interior setback at 2nd floor addition	03/13/19	pending public notice
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	pending additional information from the applicant
6	2626 Reese Street	R1	Major Variation	Building lot coverage, setbacks open parking for new SFR	08/10/18	pending P&D 04/08/19
6	2320 Park Place	R1	Minor Variation	Front yard and interior side yard setback for addition to SFR	03/04/19	determination after 04/04/19
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	pending ZBA 03/19/19
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	pending P&D 04/08/19



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: March 15, 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.

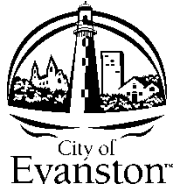
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update

Cases Received, March 15, 2019

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	811 Emerson (Focus Development)	Mixed Use Building	Roof, 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. Emerson Street closed Sunday due to high winds blowing tarps/framing members over street. Focus responded and connected. Street was closed approximately two hours.	3/11/2019
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.	3/13/2019
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.	3/13/2019
2	1727 Oak Ave (Avidor)	Multi-Unit Building	Foundation installation is ongoing. Construction fence and screening have been installed. Building plans have been approved. Permit issued.	3/13/2019
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.	3/13/2019
5	2525 Church Street (Pumping Station)	Pumping Station	Masonry work and wall construction is ongoing. Fence and screening have been repaired.	3/13/2019
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.	3/13/2019



Memorandum

To: Honorable Mayor and Members of the City Council

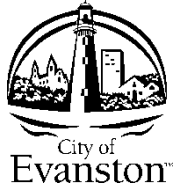
From: Ike Ogbo, Public Health Manager

Subject: Food Establishment License Application Weekly Report

Date: March 15, 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	License Issued
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
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 15, 2019

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

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