



Memorandum

To: Mayor Hagerty and Members of the City Council
From: Erika Storlie, Interim City Manager
Subject: Weekly City Manager's Update
Date: October 25, 2019

STAFF REPORTS BY DEPARTMENT



Weekly Report for October 17, 2019 – October 23, 2019

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule
Monthly Financial Report - September 2019

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, October 28, 2019

Administration and Public Works Committee

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

Wednesday, October 30, 2019

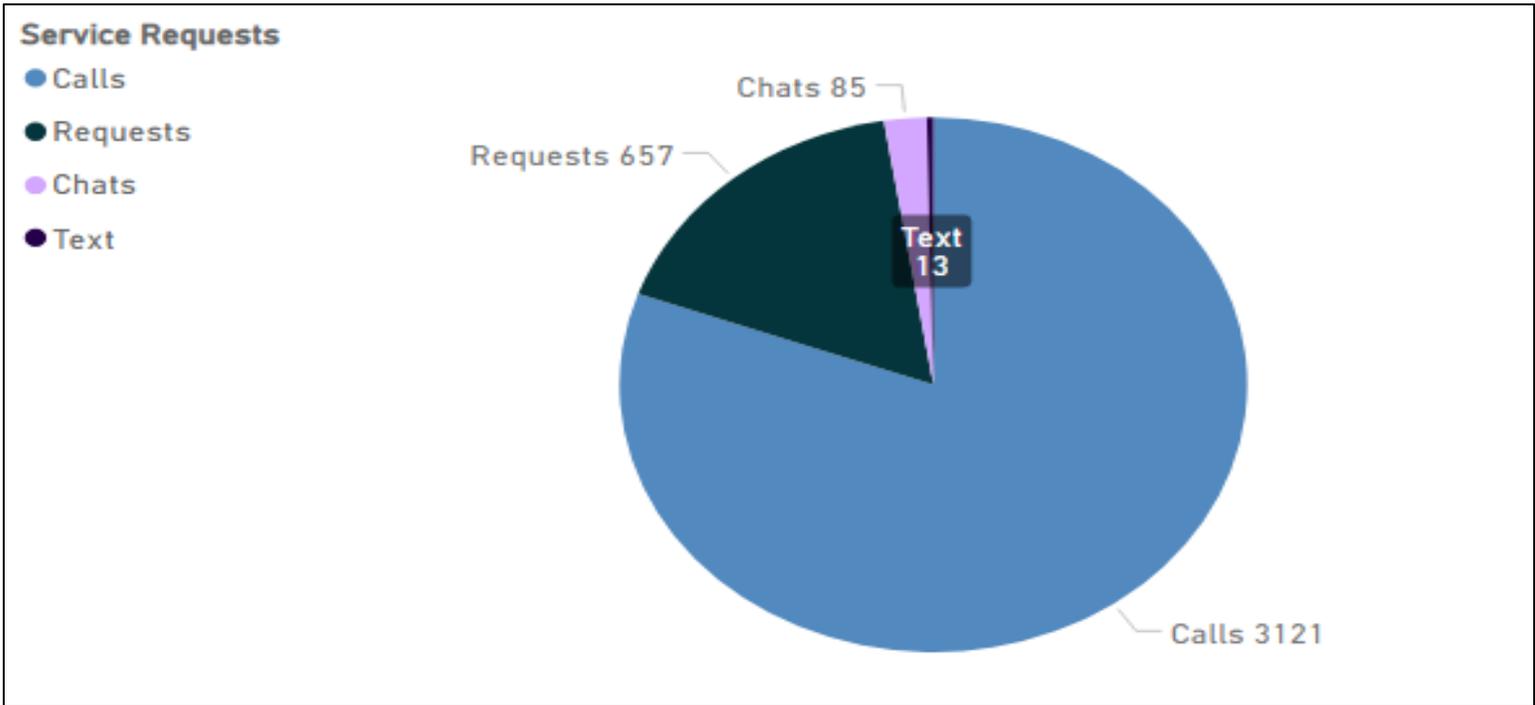
Design and Project Review Committee

www.cityofevanston.org/dapr

Plan Commission

www.cityofevanston.org/plancommission

October 17- October 23, 2019



Percentage Change From Last Week	
Service Requests	Difference
▲ Calls	41.00%
Chats	89.00%
Requests	16.00%
Text	18.00%

Trending

Wheel Tax

Water Shut Off

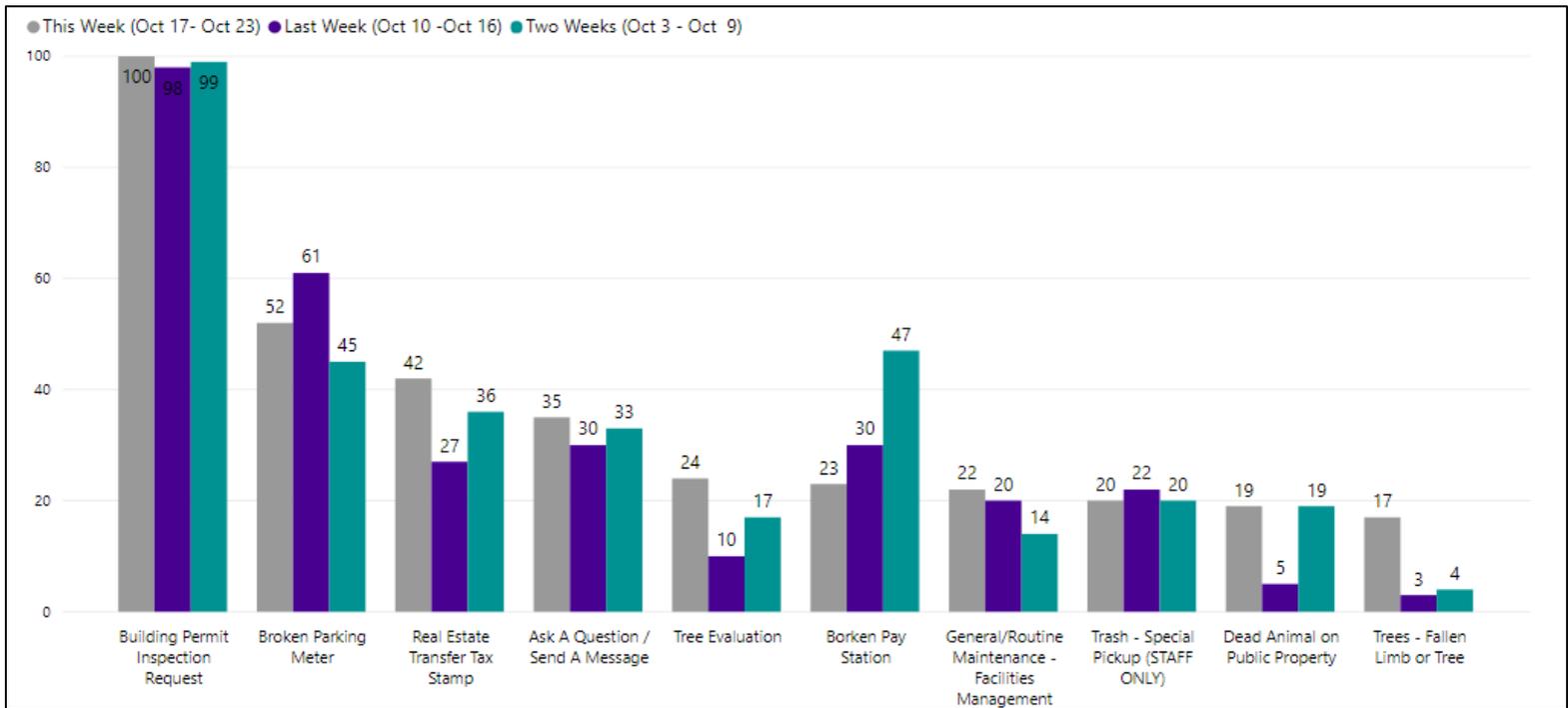
Fall Tree Planting Requests

Fall Street Cleaning Schedule



Weekly Report

October 17- October 23, 2019



Missed Garbage Pickup

This week 8; Last week 8
Below 3 year avg. of 14.2



Missed Recycling Pickup

This week 2; Last week 7
Below 3 year avg. of 13.1



Missed Yard Waste

This week 4; Last week 2
Below 3 year avg. of 11



Rodents/Rats

This week 13; Last week 8
Below 3 year avg. of 20.3

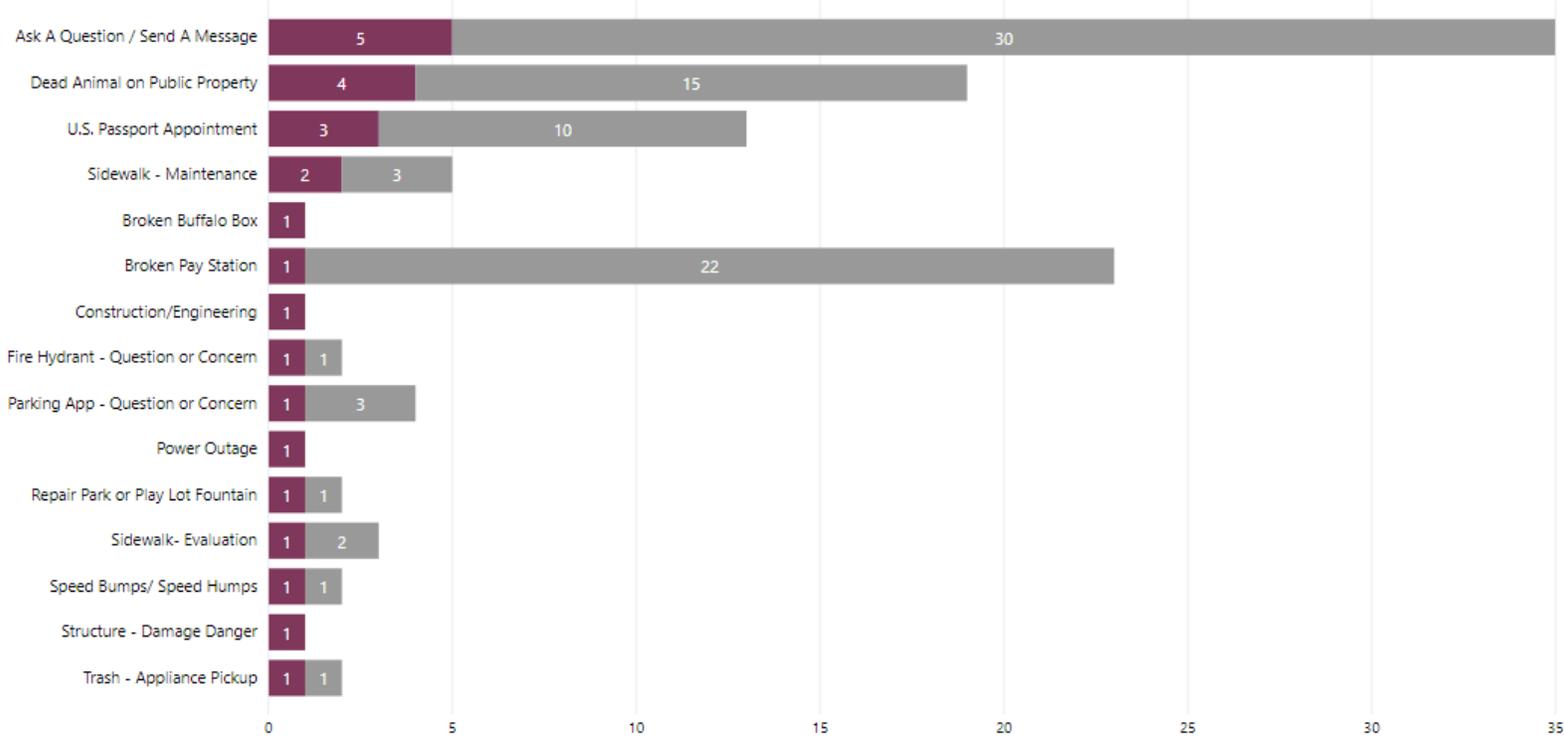




Weekly Report

October 17- October 23, 2019

● # Late ● # OnTime



Upcoming Events- October

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
28 6:00 PM Administration & Public Works Committee 6:45 PM Planning & Development Committee 7:00 PM Public Hearing - Proposed First Amendment Howard Ridge Tax Increment Finance District 7:00 PM TEFRA Public Hearing - Chiaravalle Montessori School Bonds 7:15 PM City Council	29 5:00 PM PIZZAFEST 7:00 PM Joint 1st & 4th Ward Meeting	30 2:30 PM Design and Project Review Committee 7:00 PM Plan Commission Meeting	31 10:00 AM Preschool Halloween Party 4:00 PM Trick-or-Treat	1 5:30 PM EPFF Happy Hour Fundraiser	2 7:30 AM Downtown Evanston Farmers' Market 9:00 AM 4th Annual "It's the Great Pumpkin Compost" Collection Event 9:00 AM Fall Flea Market 4:30 PM Zombie Scramble	3 2:00 AM Daylight Saving Time



Weekly Report

October 17- October 23, 2019

ASK A QUESTION OPEN

City Collectors

- **6965150** "Google tells me the address for paying the wheel tax is unsafe (no security certificate)." 527 Forest Ave
- **6944184** "Unable to purchase wheel tax on line: Message: No permit found with link code." 325 Greenleaf Street
- **6958291** Caller states he renewed his wheel tax online for vehicle K916070, the payment went through but it didn't show his name on the application even after using the link code with his information. 1026 Michigan Avenue

CMO/Mayors Office

- **6948215** Resident would like 15 copies of the recycle materials that can be posted by the recycle carts and in the lobby. Caller wants to make people aware of what can and cannot be recycled. She does not want a video, but something that can be posted. 936 Hinman Avenue

Construction

- **6969446** "Sign laying on the sidewalk at Main & Sherman for three weeks." Main Street & Sherman Avenue, Evanston, IL, USA

Fire Prevention

- **6942255** "How do I find the Evanston Explorers mobile app?"

Health & Human Services

- **6970967** Caller states that Hemenway United Methodist Church is allowing an emotional support dog inside while people are attending the soup kitchen. 933 Chicago Avenue,
- **6973001** "There is an ongoing issue in my apartment building. I have reported the issue to my buildings property manager and to the city of Evanston already. My apartment and the buildings hallway and basement smell horrible. We believe the smell is coming from the buildings sump pump in the basement." 231 Callan Ave apt g.

Parking

- **6967581** "In Lot 18 (Brummel & Clyde), this car fairly consistently parks taking up 2 spaces. If you look carefully, you can see the stub of the space divider." 141 Clyde Ave
- **6969482** Caller reports that there is a no parking, temporary construction zone in front of their home that is a great inconvenience. They have a disability and the ongoing work continues to be extended. They do have a designated handicapped spot which is included in this no parking zone. Can anything be done? 1119 Pitner Avenue



Weekly Report

October 17- October 23, 2019

- **6947411** "This is my yearly complaint that for some reason, though my address at 1013 Colfax is eligible for a Class A parking permit (there's a permit sign in my front yard for crying out loud!), in the city's systems I'm not listed as eligible and so cannot renew online and when I go down to City Hall in person I get hassled and referred to other departments. Every year, I file a 311 request (see 311 ticket #5603649 for last year's complaint) and over the course of a couple weeks someone for collections confirms that yes, I am allowed to get a permit. Can we please just update the system so I don't have to do this every year?" 1013 Colfax St
- **6954279** "As a follow-up to the question about A zone stickers I submitted a few minutes ago, I am pasting below two e-mailed commitments from Jill Velan."

Police-Traffic

- **6952324** "Can I report cars speeding through the alley at this block? They are getting worse and worse." 1400 Fowler

Streets

- **6947036** "We are experiencing high traffic on our residential street due to the fact that it is a thru-way for cars turning off of and onto ridge. The streets that run parallel to us, Garnett Place and Simpson, have a number of measures in place to slow traffic: parking on both sides, no-left turn signs onto ridge, and both are one-way streets!" 1016 Foster St

Traffic Engineering

- **6968877** "I was wondering if a request could be made, if not made already, for a pedestrian cross-walk to be installed at the corner of Dempster and Sherman Ave (walking northbound and southbound). As of late, already limited free parking has become even more limited with the addition of paid parking along Greenwood (which now remains empty most of the time in these designated areas) and Sherman Ave north of Greenwood. For those of us that would prefer not to pay for parking each day, we are now parking farther away, typically on Sherman south of Dempster towards Greenleaf. Having to walk farther is fine, and a pedestrian cross-walk at the Dempster / Sherman Ave intersection would be very helpful. We are also aware that there is a free parking garage nearby, however, that has a 4-hour maximum so moving your car would be a necessity each day." 1316 Sherman Ave, Evanston, IL 60201, USA

Yard Waste

- **6940984** Caller is reporting that her yard waste cart was placed out for pick-up on Wednesday 10/16/2019 and it is now missing. She is requesting that the cart be located if it was misplaced. 1833 Laurel Avenue
- **6968859** Resident inquiry- In person payment made at the Civic Center for a yard waste cart, approximately 4 weeks ago. When will the yard waste cart be delivered? 2206 Lincolnwood Drive, Evanston, IL, USA Yard Waste



Memorandum

To: Erika Storlie, Interim City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of October 21, 2019

Date: October 25, 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 October 21, 2019

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
RFP 19-60 Parks and Recreation Strategic Plan	PRCS	The City of Evanston's Parks, Recreation and Community Services Department is seeking proposals from experienced firms for: a Parks and Recreation Strategic Plan to be used as a tool in planning for future parks and recreation improvements and programmatic implementation.	\$100,000	11/19	12/9

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

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
HS	11/4/2019	Human Services Committee				
CMO	11/11/2019	Budget Discussion	SPB	CC	Desai	
Law	11/11/2019	Resolution 86-R-19, Outside Counsel billing guidelines	R	CC	Masoncup	
PWA	11/11/2019	Filter Plant Freight Elevator Repairs	B	APW	Stoneback	
PWA	11/11/2019	2020 - 2022 CIPP prequalification of contractors	B	APW	Stoneback	
PWA	11/11/2019	Increasing Meter Charges and Water Rates	O	APW	Stoneback	
PWA	11/11/2019	Robert Crown Community Center, Ice Complex and Library Sole-Source Ice Refrigeration Maintenance Services Contract	B	APW	Stoneback	
PWA	11/11/2019	Robert Crown Community Center, Ice Complex and Library Miscellaneous Fixtures and Equipment, Purchase B	B	APW	Stoneback	
PWA	11/11/2019	Decreasing Sewer Rates	O	APW	Stoneback	
PWA	11/11/2019	Clearwell 9 Change Order No. 4	B	APW	Stoneback	
PWA	11/11/2019	Howard St project IGA with Chicago	B	APW	Stoneback	
Admin Serv	11/11/2019	Dell Video Archive Storage for Robert Crown	B	APW	Stowe	
Police	11/11/2019	Police Radio and 911 Phone System Upgrade	B	APW	Cook	
CMO	11/11/2019	Introduction of 2020 Budget Ordinance and 2019 Tax Levy	O	APW	Desai	
CMO	11/11/2019	2019-2020 Snow Towing Operations	B	APW	Desai	
CD	11/11/2019	First Amendment Howard Ridge TIF Approval / Designation	O	APW	Leonard	
CD	11/11/2019	633 Howard Lease	R	APW	Leonard	For Intro and Action
CD	11/11/2019	Divvy Contract	O	APW	Leonard	
CD	11/11/2019	Discussion of Aldermanic Reference Regarding Condominium Deconversions	D	PD	Leonard	
CD	11/11/2019	Residential Care Home - Text Amendment	O	PD	Leonard	
EXS	11/11/2019	Executive Session				
CC	11/18/2019	City Council Meeting - Budget Discussion (if necessary)				
CMO	11/25/2019	Adoption of 2020 Budget Ordinance and 2019 Tax Levy	O	CC	Desai	
CD	11/25/2019	Central Street SSA #7 Public Hearing	O	APW	Leonard	
CD	11/25/2019	Central Street SSA #8 Public Hearing	O	APW	Leonard	
CD	11/25/2019	Downtown Evanston SSA #4 Public Hearing	O	APW	Leonard	
CD	11/25/2019	Downtown Evanston SSA #4 2020 Funding Request	B	APW	Leonard	
CD	11/25/2019	Main Dempster Mile SSA #6 2020 Funding Request	B	APW	Leonard	
CD	12/9/2019	Affordable Housing Update	D	CC	Leonard	
CD	12/9/2019	1321 Brummel - Major Variations to increase from a 2-flat to a 4-unit building	O	PD	Leonard	
CD	1/24/2020	Central Street SSA #7 Designation	D	CC	Leonard	
CD	1/24/2020	Central Street SSA #8 Designation	D	CC	Leonard	
Council & Committee Meetings						
11/4/2019	6:00PM	Human Services Committee				
11/5/2019	7:00PM	Housing and Homelessness Commission				

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
11/7/2019	7:00PM	Joint Meeting of the Housing and Community Development Act Committee and Mental Health Board				
11/11/2019	6:00PM	Administration & Public Works/Planning & Development/City Council				
11/14/2019	7:00PM	Mental Health Board - RESCHEDULED				
11/14/2019	7:00PM	Mayor's Town Hall				
REFERRALS AT CITY COUNCIL MEETINGS						
Dept	Date of Referral	Item	Alderman/ Staff	Tentative Date	Outcome	
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		
CMO	3/11/2019	Opportunities/Barriers on local vendors	Braithwaite	Will discuss at May M/W/EBE		
CMO	4/8/2019	Phase Out Gas Lawn Mowers and Leaf Blowers	Revelle	Will discuss May Environ. Board		
CD/PWA	4/22/2019	Definition of "Heritage Trees"	Fiske	5/13/19 P&D		
Admin Svcs	4/22/2019	Pending Requests for Crossing Guards	Rainey	X		
CD	4/22/2019	Art Space	Fiske	Will discuss at P&D		
CD	5/13/2019	Rezoning - Emerson between Wesley and Judson	Rue Simmons			
CD	5/13/2019	Demolition Tax - Why residential property only?	Rainey			
CD	5/13/2019	Shared Ride Accessible Vehicles	Rue Simmons	Friday Report		
PWA	5/28/2019	Twiggs Park Picnic Tables - Handicap Accessibility	Resident James Engelman	PWA Director in communication	X	
Admin Svcs	5/28/2019	Healthy Workplace Environment Policy Process	Fleming	Will discuss at 8/5 Human Services		
CMO	5/28/2019	"Solutions Only" policy for reparations for the west end of the 5th Ward	Rue Simmons	Equity & Empowerment Commission		
CD	5/28/2019	Review of the Inclusionary Housing Ordinance language regarding deconversion of condominiums	Rainey	Will discuss at P&D		
CD	5/28/2019	Report detailing the amount of empty land the City owns	Fleming			
PWA	6/10/2019	Coordination of PWA/Sustainability on green alley infrastructure and community outreach regarding improvements and recommendations made	Rue Simmons	PWA Director/Sustainability Officer		
CMO	6/10/2019	Provide CARP project recommendation memo for City Council members to understand goals and changes being made	Fleming	Sustainability Officer		
PWA	6/10/2019	Standing water issues/responsibility of the City and homeowner	Fleming	Health Director		
PRCS	6/10/2019	Dog beach revenue/passholders; Lincoln St beach appropriate; Health Dept opinion; list of dog beach passholders in 2017	Fiske	PRCS	Will be discussed at 7/8 APW	
CD	8/5/2019	Parking Transportation/Bikes on Sidewalks	Fiske	Community Development	Will be discussed at Trans/Parking	

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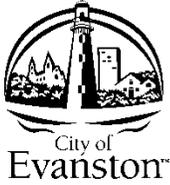
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Police	9/9/2019	NU Golf Carts on Sidewalks	Fiske	Police	Will be discussed at 10/14 APW	
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	
CD		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
CMO		Amendment to PEHP Resolution	R	APW	Desai	



Memorandum

To: Erika Storlie, Interim City Manager

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

Subject: Monthly Financial Report – September 2019

Date: October 22, 2019

Please find attached the unaudited financial statements as of September 30, 2019. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

September 2019	Revenue	Expense	Net	Fund Balance	Cash Balance
100 GENERAL FUND	94,374,649	87,903,367	6,471,282	20,103,645	15,627,196
175 GENERAL ASSISTANCE FUND	927,756	880,966	46,790	648,484	648,484
176 HEALTH AND HUMAN SERVICES	656,436	488,062	168,374	182,019	182,019
180 GOOD NEIGHBOR FUND	1,003,835	574,911	428,924	433,526	433,526
185 LIBRARY FUND	7,348,321	5,266,178	2,082,143	3,585,298	3,585,203
186 LIBRARY DEBT SERVICE FUND	350,000	85,438	264,562	269,143	269,143
187 LIBRARY CAPITAL IMPROVEMENT FD	1,893,266	1,508,534	384,731	1,353,281	1,353,281
200 MOTOR FUEL TAX FUND	1,520,819	1,380,922	139,897	2,175,951	2,014,170
205 EMERGENCY TELEPHONE (E911) FUND	982,107	734,294	247,812	1,009,877	767,216
210 SPECIAL SERVICE AREA (SSA) #4	447,121	262,500	184,621	(42,215)	(42,215)
215 CDBG FUND	535,173	608,482	(73,309)	(9,956)	(9,956)
220 CDBG LOAN FUND	100,199	50	100,149	273,342	273,342
235 NEIGHBORHOOD IMPROVEMENT	726	91	635	171,708	171,708
240 HOME FUND	162,268	161,842	426	7,750	7,750
250 AFFORDABLE HOUSING FUND	2,813,413	166,420	2,646,993	4,012,148	4,110,802
320 DEBT SERVICE FUND	13,508,211	2,565,054	10,943,157	11,361,138	11,437,007
330 HOWARD-RIDGE TIF FUND	740,671	262,735	477,937	2,694,798	2,697,068
335 WEST EVANSTON TIF FUND	715,035	636,578	78,457	698,837	698,837
340 DEMPSTER-DODGE TIF FUND	124,395	54,213	70,182	125,025	125,025
345 CHICAGO-MAIN TIF	607,299	76,522	530,777	704,686	704,686
350 SPECIAL SERVICE AREA (SSA) #6	224,379	1	224,378	227,477	227,477
415 CAPITAL IMPROVEMENTS FUND	9,744,366	6,261,754	3,482,612	17,380,860	18,750,048
416 CROWN CONSTRUCTION FUND	23,149,397	14,479,855	8,669,541	26,195,077	25,179,468
420 SPECIAL ASSESSMENT FUND	445,127	220,664	224,464	2,845,253	2,844,590
505 PARKING SYSTEM FUND	7,630,552	8,218,175	(587,623)	2,521,732	2,666,484
510 WATER FUND	22,539,515	19,129,967	3,409,548	8,910,290	7,599,883
515 SEWER FUND	8,694,104	8,860,799	(166,695)	4,223,366	2,712,687
520 SOLID WASTE FUND	4,180,537	3,702,454	478,084	(625,930)	(293,259)
600 FLEET SERVICES FUND	2,224,213	2,199,411	24,802	256,018	(787,204)
601 EQUIPMENT REPLACEMENT FUND	1,006,823	1,285,334	(278,511)	732,787	732,787
605 INSURANCE FUND	14,332,241	16,360,702	(2,028,461)	(10,822,308)	(6,503,108)
Grand Total	222,982,954	184,336,274	38,646,680	101,603,108	98,184,146

Included above are ending fund and cash balances as of September 30, 2019. Cash balance represents liquid cash and/or invested assets which can be used (or easily sold) to support and fund current operations. Fund balance includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses.

General Fund

The attached financials show General Fund revenues at 81.4% of budget and expenses at 77.0% of budget, compared to a 9-month target of 75%. Revenues are above target in a number of areas. As of September 30, 98% of property tax revenue has been received, as second installment bills were due on August 1. Licenses, Permits and Fees is above target due to building permit revenue, and Charges for Services is high due to recreation fees paid during the summer months.

Expenses are above target of 75% in some departments. Police and Fire show expenses at 79.2% and 83.2% of budget, respectively. This is partially due to pension fund transfers shown as expenses in the Police and Fire Departments. As shown in the table below, 98% of pension property taxes have been received and transferred to pension funds. When those transfers are removed, Police and Fire both show expense around 75% of budget.

	2019 Budget	2019 YTD	% Actual to Budget
Police Department			
Total Expenses	\$38,737,094	\$30,691,020	79.2%
Pension Fund Transfer	\$10,462,704	\$10,268,089	98.1%
Expenses without Transfer	\$28,274,390	\$20,422,931	72.2%
Fire Department			
Total Expenses	\$24,379,850	\$20,290,024	83.2%
Pension Fund Transfer	\$8,344,947	\$8,120,782	97.3%
Expenses without Transfer	\$16,034,903	\$12,169,242	75.9%

Overtime in Police and Fire are trending high, as shown in the table below. As of September 30, both departments have spent more than the annual budget for overtime. The 2020 Proposed Budget includes an increase in overtime for both departments, to closer match budget with actuals of the past few years.

Overtime Expenses	2018 Actual	2019 Budget	2019 YTD	% Actual to Budget
Police	\$1,606,236	\$959,106	\$1,005,341	104.8%
Fire	\$1,007,263	\$759,956	\$1,042,778	137.2%

In the Police department, some of the additional overtime is reimbursed by businesses, community groups, and Northwestern University. As of September 30, \$385,704 had been received in reimbursements for overtime and special details on a budget of \$400,000. Based on outstanding invoices and upcoming events, the department expects to receive \$600,000 in reimbursements for overtime by year end, exceeding the budgeted revenue

by at least \$200,000. This fall, Northwestern University will reimburse the City for the Police presence within Ryan Field and on the streets around the stadium.

The Fire Department has expended its budget for overtime due to multiple vacancies and medical leaves, coupled with daily minimum staffing requirements. Through September 30, the department had spent 71% of budget in Regular Pay, a savings of \$220,000. The department has recently filled some of those vacancies, and hopes that overtime spending will slow down as the year continues. Revenue of \$62,014 in overtime reimbursements has also been received to offset some costs.

Multiple snow events in the first quarter of 2019 also contributed to high overtime spending in Police, Fire, and the Public Works Agency (PWA). Based on past years' trends, staff predicts that poor weather in November and December could put snow-related expenses \$300,000 over budget. Staff will continue to monitor these expenses closely as well as opportunities for savings in other areas.

Enterprise Funds

Parking fund revenues through September 30, 2019 are slightly below target. Parking revenue tends to be higher in the fall months and during Northwestern football season. Revenue collected each month has increased since January and is expected to continue to increase more during the fall. Expenses also remain well below target, due to the delay of some capital projects to 2020.

Through September 30, 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. This fund is expected to end the year under budget in both revenue and expenses due to the delay of some capital expenses to 2020.

The Water Fund revenues reflect payment from the Village of Skokie at the rate of \$0.81 per 1000 gallons against the billed rate of \$2.06 per 1000 gallons. This issue is currently being challenged in the court.

Through September 30, 2019, the Sewer Fund also appears low on expenses due to capital project budgets that will have spending continuing into the fall. These projects are primarily funded through IEPA loan financing, budgeted as Other Revenue.

Through September 30, 2019, the Solid Waste Fund has a negative fund balance of \$625,930 and a negative cash balance of \$293,259. The Solid Waste Fund has received 100% of budgeted property tax revenue for the year.

Other Funds

Through September 30, 2019, the SSA #4 Fund is showing a negative fund and cash balance of \$42,215.

Through September 30, 2019, the CDBG Fund shows a negative fund and cash balance of \$9,956. This is due a delay in federal program reimbursements.

Through September 30, 2019, the Capital Improvements Fund is showing a fund balance of \$17,380,860 and a cash balance of \$18,750,048. The fund continues to spend down 2019B bond proceeds received in June 2019.

Through September 30, 2019, the Crown Construction fund is showing fund balance of \$26,195,077 and cash balance of \$25,179,468. A donation of \$5 million from Friends of the Robert Crown Center was received in May 2019, and proceeds from the 2019A bonds were received in June. The fund continues to spend down balances from General Obligation Bond proceeds.

Through September 30, 2019, the Insurance Fund is showing a negative fund balance of \$10,822,308 and a negative cash balance of \$6,503,108. The fund had high expenses in the first quarter from legal fees and settlements. Fund balance is significantly lower than cash balance due to accrued liabilities for pending litigations.

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

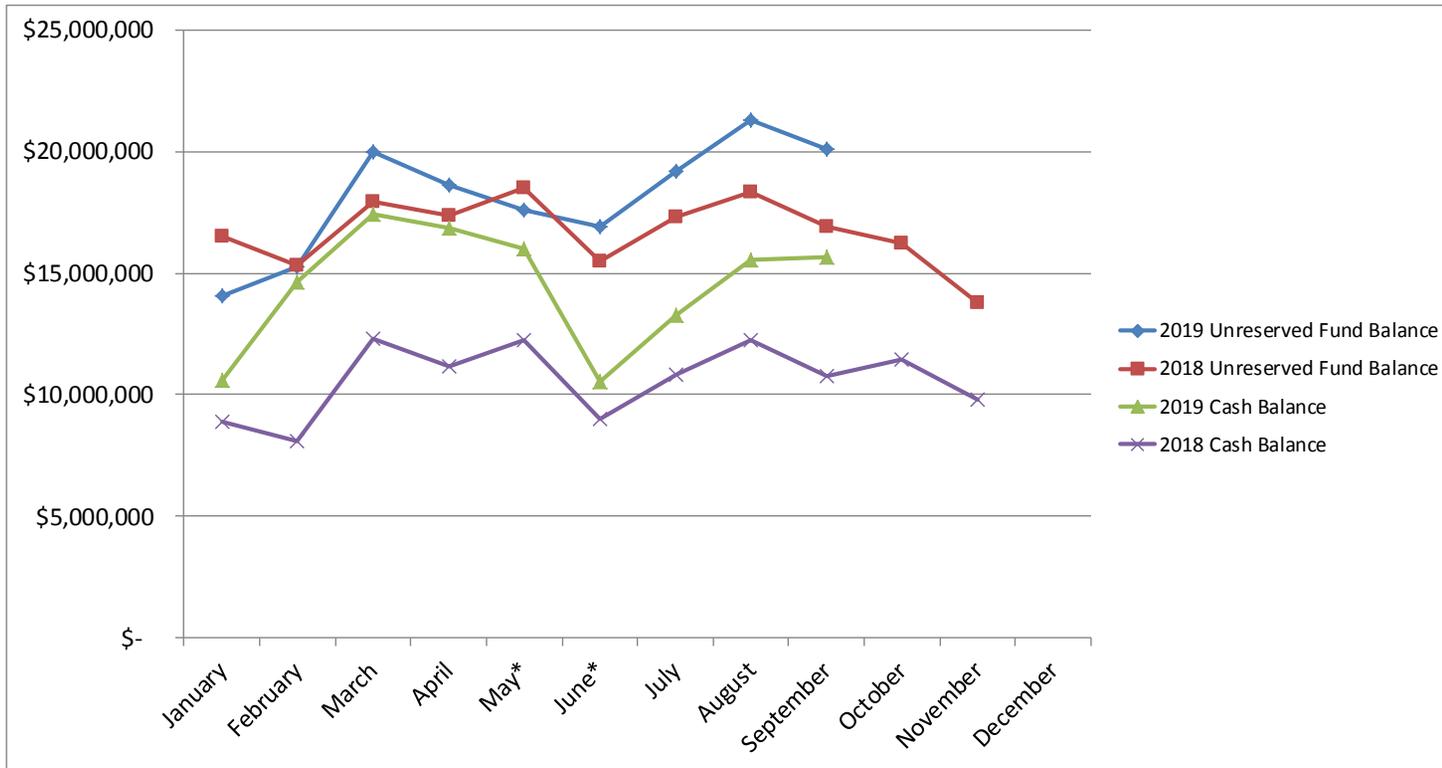
As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the September 30, 2019 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

2018 v 2019 Fund and Cash Balance - General Fund

	January	February	March	April	May*	June*	July	August	September
2019 Unreserved Fund Balance	\$ 14,074,270	\$ 15,248,569	\$ 19,960,779	\$ 18,594,617	\$ 17,601,206	\$ 16,913,780	\$ 19,181,628	\$ 21,272,425	\$ 20,103,645
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
2019 Cash Balance	\$ 10,603,771	\$ 14,634,340	\$ 17,403,563	\$ 16,875,201	\$ 16,013,733	\$ 10,547,544	\$ 13,286,786	\$ 15,561,077	\$ 15,627,196
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



*May 2019 includes 3 payrolls. In 2018, June and December had 3 payrolls. November 2019 will also have 3 payrolls.

	2018 Actual	2019 Budget	September 2019	YTD 2019	% YTD to Budget Target = 75%
100 GENERAL FUND					
Revenue					
Property Taxes	28,188,353	30,047,955	78,801	29,541,286	98.3%
Other Taxes	52,673,637	53,671,300	3,843,487	38,969,435	72.6%
Licenses, Permits and Fees	9,165,957	7,651,400	419,742	6,168,793	80.6%
Charges for Services	10,396,458	8,900,909	541,960	7,424,808	83.4%
Fines and Forfeitures	3,765,058	4,700,500	388,800	3,504,896	74.6%
Interest Income	94,681	55,100	29,579	165,226	299.9%
Intergovernmental Revenue	1,466,926	994,303	152,383	1,152,751	115.9%
Other Revenue	1,948,636	988,300	52,353	834,696	84.5%
Interfund Transfers	8,133,142	8,877,103	734,751	6,612,760	74.5%
Revenue Total	115,832,848	115,886,870	6,241,855	94,374,649	81.4%
Expenses					
13 CITY COUNCIL	547,350	528,173	37,101	395,567	74.9%
14 CITY CLERK	217,987	180,704	12,490	168,579	93.3%
15 CITY MANAGER'S OFFICE	7,325,385	7,997,018	626,176	5,482,206	68.6%
17 LAW	688,728	646,183	118,999	544,200	84.2%
19 ADMINISTRATIVE SERVICES	9,222,431	9,483,577	665,473	6,681,547	70.5%
21 COMMUNITY DEVELOPMENT	3,579,836	3,480,360	236,189	2,196,779	63.1%
22 POLICE	39,403,536	38,737,094	2,082,370	30,691,020	79.2%
23 FIRE MGMT & SUPPORT	24,816,621	24,379,850	1,304,020	20,290,024	83.2%
24 HEALTH	3,187,980	3,190,606	270,034	2,195,494	68.8%
30 PARKS, REC. AND COMMUNITY SERV.	12,901,743	12,297,508	1,075,884	9,451,453	76.9%
40 PUBLIC WORKS AGENCY	13,524,988	13,232,299	981,899	9,806,498	74.1%
Expenses Total	115,416,584	114,153,372	7,410,635	87,903,367	77.0%
Net	416,264	1,733,498	(1,168,780)	6,471,282	
Beginning Fund Balance	13,216,099	13,632,363		13,632,363	Fund Balance %
Ending Fund Balance	13,632,363	15,365,861		20,103,645	17.6%

	2018 Actual	2019 Budget	September 2019	YTD 2019	% YTD to Budget
505 PARKING SYSTEM FUND					Target = 75%
Revenue					
Licenses, Permits and Fees	2,798		21,082	22,487	100.0%
Charges for Services	6,299,952	10,343,855	886,167	7,335,298	70.9%
Interest Income	109,598	20,000	4,280	86,026	430.1%
Intergovernmental Revenue	-			-	0.0%
Other Revenue	337,563	202,020	22,129	186,740	92.4%
Interfund Transfers	3,037,704			-	0.0%
Revenue Total	9,787,615	10,565,875	933,659	7,630,552	72.2%
Expenses					
Salary and Benefits	1,886,080	1,996,976	143,490	1,284,437	64.3%
Services and Supplies	3,887,706	3,546,775	835,988	2,986,213	84.2%
Insurance and Other Chargebacks	319,648	333,969	27,831	250,476	75.0%
Miscellaneous	231,879	304,000		51,535	17.0%
Contingencies	1,495	11,000		-	0.0%
Capital Outlay	81,227	3,510,000	186,309	1,272,860	36.3%
Interfund Transfers	1,440,417	3,512,807	263,567	2,372,105	67.5%
Debt Service	97,498	34,354		549	1.6%
Depreciation Expense	2,644,560			-	0.0%
Expenses Total	10,590,510	13,249,881	1,457,185	8,218,175	62.0%
Net	(802,896)	(2,684,006)	933,659	(587,623)	
Beginning Fund Balance	3,912,251	3,109,355		3,109,355	Fund Balance %
Ending Fund Balance	3,109,355	425,349		2,521,732	19.0%

	2018 Actual	2019 Budget	September 2019	YTD 2019	% YTD to Budget Target = 75%
510-513 WATER FUND					
Revenue					
Charges for Services	15,223,033	22,615,529	1,464,836	12,964,450	57.3%
Interest Income	255,928	40,000	66,810	518,181	1295.5%
Interfund Transfers	187,430			-	0.0%
Licenses, Permits and Fees	47,218	50,000	8,525	56,516	113.0%
Other Revenue	235,772	23,194,160	61,710	9,000,369	38.8%
Revenue Total	15,949,380	45,899,689	1,601,881	22,539,515	49.1%
Expenses					
Salary and Benefits	5,804,716	5,533,772	416,942	4,060,926	73.4%
Services and Supplies	3,183,368	6,231,350	379,902	2,576,568	41.3%
Insurance and Other Chargebacks	470,397	489,481	46,588	376,746	77.0%
Capital Outlay	22,219	30,345,500	1,953,992	8,599,562	28.3%
Debt Service	819,926	2,081,841		565,930	27.2%
Interfund Transfers	3,682,309	3,932,313	327,693	2,949,235	75.0%
Miscellaneous	-	42,000		-	0.0%
Contingencies	-	1,000		1,000	100.0%
Depreciation Expense	2,581,863			-	0.0%
Expenses Total	16,564,798	48,657,257	3,125,116	19,129,967	39.3%
Net	(615,417)	(2,757,568)	(1,523,235)	3,409,548	
Beginning Fund Balance	6,116,159	5,500,742		5,500,742	Fund Balance %
Ending Fund Balance	5,500,742	2,743,174		8,910,290	18.3%

	2018 Actual	2019 Budget	September 2019	YTD 2019	% YTD to Budget
515 SEWER FUND					Target = 75%
Revenue					
Charges for Services	11,919,244	10,483,885	293,432	7,632,280	72.8%
Interest Income	56,455	5,000	2,985	30,072	601.4%
Other Revenue	3,002	3,104,000		1,031,752	33.2%
Interfund Transfers	187,430			-	0.0%
Revenue Total	12,166,129	13,592,885	296,416	8,694,104	64.0%
Expenses					
Salary and Benefits	1,400,023	1,354,512	116,981	975,205	72.0%
Services and Supplies	301,786	304,500	61,925	958,874	314.9%
Insurance and Other Chargebacks	269,988	282,083	23,507	211,562	75.0%
Miscellaneous	230	1,500		1,610	107.3%
Capital Outlay	(654)	4,890,636	(18,094)	373,941	7.6%
Interfund Transfers	991,677	1,773,532	64,461	1,580,149	89.1%
Debt Service	959,123	6,148,475	1,276,838	4,759,458	77.4%
Depreciation Expense	3,615,269			-	0.0%
Expenses Total	7,537,442	14,755,238	1,525,617	8,860,799	60.1%
Net	4,628,687	(1,162,353)	(1,229,201)	(166,695)	
Beginning Fund Balance	(238,627)	4,390,060		4,390,060	Fund Balance %
Ending Fund Balance	4,390,060	3,227,707		4,223,366	28.6%

	2018 Actual	2019 Budget	September 2019	YTD 2019	% YTD to Budget
520 SOLID WASTE FUND					Target = 75%
Revenue					
Property Taxes	410,000	820,000		820,000	100.0%
Charges for Services	3,672,193	4,239,270	391,908	2,964,501	69.9%
Other Revenue	124,222	138,000	1,495	78,388	56.8%
Interfund Transfers	705,967	150,000	12,500	112,500	75.0%
Licenses, Permits and Fees	286,662	486,000	75,578	205,149	42.2%
Revenue Total	5,199,044	5,833,270	481,480	4,180,537	71.7%
Expenses					
Salary and Benefits	1,075,012	1,076,209	81,153	770,146	71.6%
Services and Supplies	3,432,094	3,601,076	320,865	2,607,704	72.4%
Insurance and Other Chargebacks	1,520	-		898	100.0%
Miscellaneous	5,288	7,500	432	9,669	128.9%
Capital Outlay	14,013	386,650	6,848	71,902	18.6%
Interfund Transfers	322,362	322,362	26,864	241,772	75.0%
Debt Service	1,280	22,745		363	1.6%
Expenses Total	4,851,568	5,416,542	436,161	3,702,454	68.4%
Net	347,476	416,728	45,319	478,084	
Beginning Fund Balance	(1,451,490)	(1,104,014)		(1,104,014)	Fund Balance %
Ending Fund Balance	(1,104,014)	(687,286)		(625,930)	-11.6%



Memorandum

To: Erika Storlie, Interim City Manager
From: Hitesh Desai, CFO/ Treasurer
Subject: 3rd Quarter 2019 - Cash and Investment Report
Date: October 25, 2019

Attached please find the Cash and Investment report as of September 30, 2019.

A comparison between the 3rd and 2nd quarter 2019 investment reports indicate an increase in combined cash & investments of \$2,625,283 from \$95,558,863 to \$98,184,146. The increase was mainly attributable to the second installment of property tax disbursements to the City of Evanston.

Cash and investments with individual financial institution are summarized below:

	9/30/2019	6/30/2019	Change
Cash	39,756,929	41,521,260	(1,764,331)
Investments	58,427,217	54,037,603	4,389,614
TOTAL	98,184,146	95,558,863	2,625,283

As of September 30, 2019, ledger balances showing the highest percentage of total deposit was held by Byline Bank at \$39.8M or 40.5% of the total. Wintrust held \$32.5M or 33.1%, while PMA Financial was in custody of money market funds at approximately \$8.8M, or 9.0%. IMET was at \$6.0M or 6.1%; Illinois Funds was at \$9.6M or 9.8% and Fifth Third Bank was at \$1.5M or 1.5%. Staff will continue to monitor the allocation of Cash and Investments to ensure compliance with the City's investment policy of no greater than 50% of the city's total cash and investments with one financial institution.

If you have any questions on this report or would like to discuss in greater detail, please contact me by phone at (847) 448.8082 or by e-mail at hdesai@cityofevanston.org.



Memorandum

To: Honorable Mayor and Members of the City Council
From: Scott Mangum, Planning and Zoning Manager
Subject: Weekly Zoning Report
Date: October 23, 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.

Cases Received and Pending, October 16, 2019 - October 23, 2019

Backlog (business days received until reviewed): 12

Volume (number of cases pending staff review): 29

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	2333 Ridge Avenue	R1	Building Permit	Addition to detached garage	05/02/19	non-compliant, pending additional information from the applicant
1	1900 Sherman Avenue	R1	Zoning Analysis	15-story addition to Jane R. Perlman apartments, 4,150 sf of ground floor retail, remove 22 parking spaces, add 40 above ground parking spaces, 121 mixed-income apartments (Planned Development)	08/29/19	pending revisions from the applicant
1	630 Library Place	R1	Building Permit	Solar panels	09/04/19	pending staff review, Preservation
1	629 Foster Street	T1	Building Permit	Interior remodel (NU - Hillel Center)	10/02/19	pending DAPR
1	320 Greenwood Street	R1	Zoning Analysis	Interior remodel, deck, ramp for wheelchair and eave	10/08/19	pending staff review
1	1811 Benson Avenue	D4	Building Permit	Interior Remodel	10/18/19	pending staff review
1	1865 Hinman Avenue	R6	Zoning Analysis	Determination of Use	10/23/19	pending staff review
1	413 Grove Street	R1	Building Permit	Addition for kitchen	10/23/19	pending staff review
2	1815 Ridge/Oak Avenue	D4	Building Permit	Foundation permit for new 10-story senior living residential building with 163 dwelling units, 67 parking spaces (1815 Ridge/Oak Avenue Planned Development)	04/03/18	pending revisions from the applicant
2	1245 Fowler Avenue	R2	Building Permit	Replace deck with brick pavers	04/15/19	pending revisions from the applicant
2	1620 Darrow Avenue	R3	Building Permit	Addition, interior and exterior remodel, new brick paver driveway	06/05/19	pending revisions from applicant.
2	1622 Darrow Avenue	B2/oWE	Building Permit	New brick paver driveway	06/05/19	non-compliant, pending revisions from the applicant
2	1000 McDaniel	OS	Building Permit	Miscellaneous Site Work - Harbert park renovation	10/11/19	pending staff review
2	1734 Ashland Avenue	R2	Building Permit	Solar panels	10/18/19	pending staff review
2	1915 Maple Avenue	R6	Building Permit	Swap Antennas at existing rooftop facility	10/18/19	pending staff review
3	1114 Hinman Avenue	R1	Building Permit	Outdoor sports patio	05/30/19	non-compliant, pending revisions from the applicant
3	1003-1005 Hinman Avenue	R5	Building Permit	Pave existing gravel parking lot	06/28/19	pending additional information from the applicant
3	537 Judson Avenue	R1	Building Permit	Remove and replace front steps and landing	08/12/19	pending additional information from the applicant
3	1210 Michigan Avenue	R1	Building Permit	Widen driveway	10/02/19	non-compliant, pending revisions from the applicant
3	712 Michigan Avenue	R1	Building Permit	Interior remodel, egress windows	10/07/19	pending staff review
3	551 Judson Avenue	R1	Building Permit	Interior remodel, skylight	10/22/19	pending staff review
4	1555 Oak Avenue	R6	Building Permit	Interior renovation, floors 3 and 4 (King Homes)	05/23/19	pending revisions from the applicant
4	718-732 Main Street	B2/oDM	Zoning Analysis	New 5-story, mixed-use building with ground floor retail, 99 dwelling units, and 35 off-street parking spaces (Planned Development)	07/15/19	non-compliant, pending revisions from the applicant

4	919 Grove Street/1555 Maple Avenue	D3	Zoning Analysis	3-story addition to existing 1-story commercial building	09/20/19	pending additional information from the applicant
4	1555 Ridge Avenue	R6	Zoning Analysis	Planned Development: new 5-story multi-family residence with 68 dwelling units and 62 parking spaces	09/24/19	non-compliant, pending revisions from the applicant
4	1410 Asbury Avenue	R1	Building Permit	Attic nad bathroom remodel, replace window/door	10/17/19	pending staff review
4	1407 Ashland Avenue	R3	Building Permit	Solar panels	10/22/19	pending staff review
5	1950 Green Bay Road	C2	Building Permit	New 20amp air machine	08/21/19	pending revisions from the applicant
5	825 Foster Street	R5	Building Permit	Replace rear stairs	09/03/19	pending additional information from the applicant
5	1825 Lemar Avenue, Unit C	R2	Building Permit	Deck	09/24/19	non-compliant, pending revisions or major variation application from the applicant
5	2000 Green Bay Road	WE1	Building Permit	Asphalt resurface, expand parking lot (Windy City Garden Center)	10/02/19	non-compliant, pending revisions, variation application
5	2049 Pratt Court	R4a	Building Permit	Solar panels	10/17/19	pending staff review
6	2627 Lincolnwood Drive	R1	Building Permit	Deck	04/26/19	non-compliant, pending additional information from the applicant
6	3300 Park Place	R4/oCSC	Zoning Analysis	Shed	08/05/19	non-compliant, pending revisions from the applicant
6	2226 Lincolnwood Drive	R1	Building Permit	Replace 20x20 detached garage	09/20/19	non-compliant, pending minor variation application
6	3033 Park Place	R1	Building Permit	Rear addition and kitchen remodel	10/11/19	pending staff review
6	2321 Thayer Street	R1	Building Permit	Extend existing patio, additional parking space, relocate fence, add gas line	10/16/19	pending staff review
6	3423 Central Street	R2	Building Permit	Brick paver walkway and patio enlargement	10/17/19	pending staff review
6	2328 Lawndale Avenue	R1	Building Permit	Replacement of 20x22 detached garage	10/21/19	pending staff review
6	3235 Park Place	R1	Zoning Analysis	One-story addition and new patio	10/22/19	pending staff review
6	2304 Park Place	R1	Building Permit	Solar panels	10/23/19	pending staff review
6	2308 Park Place	R1	Building Permit	Solar panels	10/23/19	pending staff review
7	1210 Chancellor Street	R5/oCSC	Building Permit	Foundation permit for new 4-story, 3 unit multi-family residence with garage parking	07/08/19	pending revisions from the applicant
7	1803 Chancellor Street	R1	Zoning Analysis	Detached two-car garage	10/22/19	pending staff review
7	1724 Chancellor Street	R1	Building Permit	Installation of 10'x10' stone patio	10/10/2019	pending additional information from the applicant
7	1851 Lincoln Street	R5	Building Permit	Remove and replace asphalt parking	10/10/19	pending staff review
7	1705 Livingston Street	R1	Building Permit	New screened porch	10/16/19	pending staff review
7	1803 Chancellor Street	R1	Zoning Analysis	New detached two-car garage	10/22/19	pending staff review
7	1833 Lincoln Street	R5	Building Permit	New patio and walkway	10/22/19	pending staff review
8	2011 Brummel Street	R2	Building Permit	Remove parking pad, construct patio and extend walkways	07/01/19	non-compliant, pending revisions from applicant
8	2222 Oakton Street	I2/oRD	Zoning Analysis	Planned Development: 4,999 sf, 64' tall addition for a climbing wall (First Ascent)	09/20/19	pending additional information from the applicant
8	1009 Harvard Terrace	R2	Building Permit	Installation of roof mounted solar panels	10/16/19	pending staff review
8	1009 Harvard Terrace	R2	Building Permit	Detached garage	10/17/19	pending staff review

9	1210 Monroe Street	R2	Building Permit	Concrete patio	05/24/19	non-compliant; pending revisions from the applicant
9	2425 Oakton Street	I1/oRD	Building Permit	New car wash	07/17/19	pending additional information from the applicant, DAPR
9	535 Dodge Avenue	R2	Building Permit	Rear porch	08/30/19	non-compliant, pending revisions from the applicant
9	822 Seward Street	R5	Building Permit	Replace and enlarge walk, replace section of asphalt parking lot with concrete	09/06/19	pending revisions from the applicant
9	1010 Seward Street	R1	Zoning Analysis	Remove portion of walk and concrete pad, replace with stone walk, patio and gravel seating area	09/23/19	pending revisions from the applicant
9	829 Reba Place	R1	Building Permit	Replace and widen walks and patio	10/09/19	pending staff review
9	829 Reba Place	R1	Zoning Analysis	Replace sidewalks, patio, and downspouts	10/23/19	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1621-1631 Chicago Avenue	D4	Planned Development	Planned Development for a 19-story mixed-use building with 240 dwelling units, 3,540 sf ground floor retail, and 85 underground parking spaces	12/31/18	pending PC
1	1619 Chicago Avenue	D4	Major Adjustment to a Planned Development	Subdivision of existing parcel and Major Adjustment of the Merion Planned Development (Ordinance 86-O-13)	06/10/19	pending PC
1	2441 Ridge Avenue	R1	Plat of Subdivision	Plat of resubdivision to combine land under same ownership but two PINS into one lot of record	10/03/19	pending P&D
1	802 Colfax Street	R1	Minor Variation	fence variation for zero foot side yard setback	10/21/19	pending public notice
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	pending DAPR, ZBA 11/19/19
4	601 Davis Street	D2/D3	Planned Development	New 19-story office building with ground floor retail, 40 parking spaces	04/24/19	pending DAPR, PC
4	1570 Oak Street	R6	Major Variation	Locate required off-street parking for property located at 1570 Oak Street to the 1800 Maple Ave parking garage, location more than 1,000 ft. away	08/23/19	pending P&D
4	1224 Oak Avenue	R3	Major Variation	Building lot coverage, interior side yard setback, rear yard setback, deck within interior side yard setback for new attached garage with roof top deck and screened porch	09/13/19	pending Preservation 11/12/19, DAPR, ZBA
4	1012 Davis Street	D2	Special Use	Special use for a Daycare Center - Child	10/01/19	pending DAPR, ZBA 11/19/19
6	2727 Lincoln Street	R1	Minor Variation	Rear yard setback for addition	06/07/19	pending Preservation 11/12/19, public notice
6	2226 Lincolnwood Drive	R1	Minor Variation	Building lot coverage and impervious surface coverage for detached garage	10/03/19	determination after 10/24/19
7	2503 Eastwood Avenue	R1	Special Use	Special use to expand a parking lot for an existing religious institution (St. Athanasius)	07/23/19	pending P&D

7	2029 Colfax Street	R1	Fence Variation	Install a fence in the front yard	10/02/19	determination after 10/24/19
7	1204 Grant Street	R1	Minor Variation	Interior side yard setback for addition (under construction)	10/09/19	determination after 10/31/19
7	1817 Lincoln Street	R5/oCSC	Fence Variation	Fence over 6' tall (measured from grade) at rear property line	10/10/19	determination after 10/31/19
7	2331 Brown Avenue	R3	Fence Variation	Fence located in front yard	10/21/19	determination after 11/07/19
8	999 Howard Street	C1	Planned Development	New 4-story 60-dwelling unit multi-family building, affordable housing	02/19/19	pending additional information and revisions from the applicant, DAPR, PC
8	1321 Brummel Street	R4	Major Variation	Number of dwelling units, lot width, building height, parking for 2-story addition for 2 additional dwelling units	06/06/19	pending P&D



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: October 25, 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, October 25, 2019

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	811 Emerson (Focus Development)	Mixed Use Building	Occupancy application for remaining units has been submitted. Final inspections at the 7-11 commercial space are being completed. Construction activity will continue until amenity areas and streetscape are completed and a final certificate of occupancy is issued for the project. Site is being maintained.	10/23/2019
2	1801 Main Street (Robert Crown)	Recreation Facility	Installation of gymnasium acoustical slab and site concrete preparations have started. Mechanical, electrical, and plumbing rough-in, exterior glass installation, site work for storm water detention system, interior painting and first floor interior wall framing continues. Crews continue to work on Saturdays. Site is being maintained.	10/23/2019
5	2525 Church Street (Pumping Station)	Pumping Station	Landscaping has been completed. Construction fencing is intact and site is being maintained.	10/23/2019
2	1727 Oak Ave (Avidor)	Multi-Unit Building	Work is progressing floor to floor. Windows have been installed through the 14th floor. Interior framing and mechanicals are being installed through the 10th floor. Site is being maintained.	10/23/2019
4	1500 Sherman (Albion at Evanston)	Mixed Use Building	Tentative plan is to repave Sherman Avenue from Grove St to Lake St the week of 10/28. Two way traffic will be maintained throughout the process. Finishes are being installed on all floors. Site is being maintained.	10/23/2019



Memorandum

To: Honorable Mayor and Members of the City Council

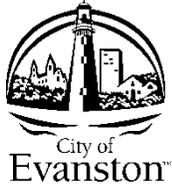
From: Ike Ogbo, Interim Health Director

Subject: Food Establishment License Application Weekly Report

Date: October 25, 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
1	1743 Benson Ave	Papa John's Pizza	10/23/2019	Change of Ownership – Pending Inspections
5	1723 Simpson St	Meals on Wheels	10/22/2019	Pending Permit Issuance
2	1924 Dempster St	Kid's Empire	10/17/2019	Pending Permit Issuance
1	825 Church St	Habibi In	10/10/2019	Pending Inspections
1	812 Church St	Eggsperience Express Café	9/4/2019	Pending Permit Issuance
1	707 Church St	Genghis Grill (formerly Flat Top Grill)	7/25/2019	Remodel on Hold
7	1926 Central St	Comida	4/1/2019	Building Permit Issued - Pending Inspections
8	1731 Howard St	Montelimar Bread Co	3/27/2019	Pending Zoning Approval (On Hold)
5	2121 Ashland Av	Double Clutch	2/13/2019	Building Permit Issued - Pending Inspections
1	817 Emerson St	7-Eleven	1/28/2019	Building Permit Issued – Pending Inspections
5	1905 Church St	Spice	12/13/2018	Building Permit Issued - Pending Inspections



Memorandum

To: Honorable Mayor and Members of the City Council

From: Hugh DuBose, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: October 25, 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.



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING OCTOBER 25, 2019

October 22 Auction a Success!

The final NWMC Surplus Vehicle and Equipment Auction for the calendar year was held on Tuesday, October 22 at America's Auto Auction in Crestwood. Thank you to *Deerfield, Fox Lake, Lincolnshire, Morton Grove, Northbrook, Palatine, Prospect Heights* and Wheaton for sending 47 units that sold for \$126,745. Please note that America's Auto Auction also offers Internet auctions on par with GovDeals and Public Surplus, so members can sell vehicles at any time during the year. Staff will send notification as soon as auction dates for 2020 have been set. For questions or additional information, please contact staff or Berry Ellis, berry.ellis@americasautoauction.com or 312-371-5993. *Staff contact: Ellen Dayan*

Pension Fund Consolidation Legislation Expected as Veto Session Begins Monday

With the General Assembly's veto session set to begin on Monday, October 28, legislation that would enact the recommendations contained in the Governor's Illinois Pension Consolidation Feasibility Task Force report is expected to be considered by lawmakers. On Wednesday, the Conference sent a letter to NWMC legislators expressing support for the report recommendations and legislative action during veto session. At this point, we are still awaiting introduction of the recommendations in legislative form. Please note that a NWMC Legislative Update will be published next week to recap the action in the Capitol. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Transportation Committee Discusses Pace Pulse Program, NWMC Multimodal Plan

The NWMC Transportation Committee met Thursday and received a presentation from Pace Community Relations Representative Steve Andrews, who provided updates on the agency's Pulse program. Mr. Andrews provided a status report and preliminary data on the inaugural Milwaukee line route in *Niles*, which opened on August 11. He also discussed future Pulse service deployment in the region, including a second planned route along Dempster Street from *Evanston* to O'Hare International Airport.

The Committee also revisited previous discussions regarding Illinois Department of Transportation (IDOT) review processes, strategies for working with the Department, and how to work collaboratively moving forward. Lastly, the Committee received updates on the NWMC Multimodal Plan, including new public outreach events planned in November and December. Please visit the [Multimodal Plan website](#) for more updates and event details. *Staff contact: Kendra Johnson*

Mark Your Calendars for 2020 NWMC Legislative Brunch

This week, staff distributed Save the Date cards for the 2020 NWMC Legislative Brunch, scheduled for Saturday, January 25, 10:00 a.m. to noon at the Hilton Chicago in *Northbrook/Prospect Heights*. Registration information will be sent soon for the event of the season. The NWMC members are asked to please extend a personal invitation to your legislators encouraging them to attend. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Metra and Pace to Hold Public Hearings on 2020 Programs and Budgets

Metra's [2020 proposed operating and capital program and budget](#) was released earlier this month and the agency is holding public hearings throughout November to allow for the public to provide feedback. These hearings provide opportunities to learn about Metra's plans for 2020 and share comments for future improvements. Hearings are being held throughout the region, including at the *Hanover Park Police Department*, 2011 W. Lake Street on Tuesday, November 5, from 4:00 p.m. to 7:00 p.m. Comments may also be emailed to 2020budgetcomments@metrarr.com, faxed to 312-322-7094 or mailed to the Assistant Secretary to the Metra Board, 547 W. Jackson Blvd, Room 1300, Chicago, IL 60661. For more information, please visit [Metra's website](#).

Pace has also begun holding public hearings for their [2020 Proposed Budget](#). Hearings are being held in various

locations throughout the next two weeks, with the final hearing at Pace Headquarters, 550 W. Algonquin Road in *Arlington Heights* on October 30 from 4:00 p.m. to 6:00 p.m. Comments may be submitted in person at any of the public hearings or electronically through the agency's [online submittal form](#). More information is available on [Pace's website](#). *Staff contact: Kendra Johnson*

Notice of Potential Stormwater Funding Opportunities from MWRD

The Metropolitan Water Reclamation District of Greater Chicago recently sent notice of several different funding opportunities for stormwater projects. Listed below are three different opportunities to leverage funding to help mitigate and repair flood damage.

Each year, the Federal Emergency Management Agency (FEMA) awards funding to states for [Pre-Disaster Mitigation](#) to reduce the overall risk from future hazard events. Local government agencies submit projects (including flood relief projects) to the [Illinois Emergency Management Agency \(IEMA\)](#) which submits all state projects in one application. Applicants can receive up to \$4,000,000 and up to 75% of the project cost. IEMA is requesting all grant applications for Pre-Disaster Mitigation funding be submitted by October 31, 2019. For more information, please contact Illinois State Hazard Mitigation Officer Sam Al-Basha, sam.m.al-basha@illinois.gov.

Communities seeking local funding from the State of Illinois' Rebuild Illinois capital infrastructure plan should consider incorporating drainage improvements and additional stormwater management elements to their transportation projects. MWRD has provided assistance to local communities to offset some of the costs associated with flood mitigation through its stormwater partnership opportunity programs, and encourages local communities to leverage local, State, and Federal funding for needed stormwater improvements.

The U.S. Small Business Administration (SBA) issued a notice about disaster loans to be made available in Cook County due to the severe storms and flooding that occurred on June 26-28, 2019. Homeowners, renters and businesses can receive low-interest loans from the SBA to repair flood damages as a result of this storm event. The application deadline is November 25, 2019. For more information, please visit the [SBA's website](#). *Staff contact: Kendra Johnson*

FRA Accepting Applications for Railroad Trespassing Enforcement Grant Program

On October 22, the Federal Railroad Administration (FRA) issued a Notice of Funding Opportunity (NOFO) for their Railroad Trespassing Enforcement Grant Program, which provides funding for law enforcement wages in an effort to mitigate trespassers. The application is open to state, county, municipal and regional law enforcement agencies with at least one mile of FRA-regulated railroad track within the agency's jurisdiction. The FRA will give preference to applicants from one of 10 states, which includes Illinois, with the highest incidence of casualties related to rail trespassing. Applications are due by 4:00 p.m. CST through the [Grants.gov](#) website. For more information, please see the [published NOFO online](#), or contact Michail Grizkewitsch, michail.grizkewitsch@dot.gov. *Staff contact: Kendra Johnson*

Metropolitan Mayors Caucus Awarded \$1.3 Million for 2020 Census Assistance

From the desk of Metropolitan Mayors Caucus Director of Housing and Community Development Kyle Smith:

We have an exciting announcement to share with you. On Friday, IDHS announced that the Metropolitan Mayors Caucus will serve as one of the Regional Intermediaries to sub-allocate \$1.3M in grants related to the upcoming Census across suburban Chicago. The full announcement is here:

<http://www.dhs.state.il.us/page.aspx?item=120525&newssidebar=27893>

For those of you with Complete Count Committees, these subgrants will be an excellent opportunity to provide funding for your activities, either yourself or for your local partners. We are still working with DHS on some of our program components, which will affect the application process, but should have more information soon. DHS is asking potential subapplicants to confirm their GATA compliance by November 4.

As you may know, the Caucus has convened a Peer Advisory Group of communities focused on the 2020 Census. It meets monthly by phone on the last Monday of every month. We will be updating that group more regularly than the Task Force on Census matters, including details on these grants as they emerge. If you would like to be added to that list, please ask LaTiyfa Fields at lfields@mayorscaucus.org. *Staff contact: Mark Fowler*

Metropolitan Mayors Caucus & North West Housing Partnership to Host Joint Workshop

On Thursday, November 14, the Metropolitan Mayors Caucus and the North West Housing Partnership (NWHP) are hosting a workshop titled “Strategies for Managing Neighborhood Change”. The workshop will be held from 8:30 a.m. to 1:30 p.m. in the Board Room at the *Mount Prospect Village Hall*, 50 S. Emerson Street. This workshop will engage participants in learning about how and why places change, and strategies and best practices for how to manage change. Mike Schubert, an award-winning trainer for the NeighborWorks Training Institute, will lead the workshop. To RSVP, please call NWHP, 847-969-0561 or email Robyn Sandys, robysandys@nwHP.net by November 11. Please refer to the event [flyer](#) for more information. *Staff contact: Kendra Johnson*

Meetings and Events

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

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

NWMC Multimodal Plan Open House will be held on Wednesday, November 13 from 4:00 p.m. – 7:00 p.m. in Room 1608 at Oakton Community College in Des Plaines. **Please note date change.**

NWMC Board of Directors will meet on Wednesday, November 13 at 7:00 p.m. in Room 1604 at Oakton Community College in Des Plaines.