



Memorandum

To: Mayor Hagerty and Members of the City Council

From: Erika Storlie, Interim City Manager

Subject: Weekly City Manager's Update

Date: February 21, 2020

STAFF REPORTS BY DEPARTMENT



Weekly Report for February 13, 2020 – February 19, 2020

*The software for the weekly 311 report is experiencing issues and not displaying the key for the graphs. Please refer to last week's report to view the key.

City Manager's Office

City Council Agenda Schedule
MWEBE/LEP Compliance 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, February 24, 2020

Administration and Public Works Committee

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

Wednesday, February 26, 2020

Design and Project Review Committee

www.cityofevanston.org/dapr

Transportation & Parking Committee

www.cityofevanston.org/transandparking

Plan Commission

www.cityofevanston.org/plancommission

Economic Development Committee - CANCELED

www.cityofevanston.org/economicdev



Edit

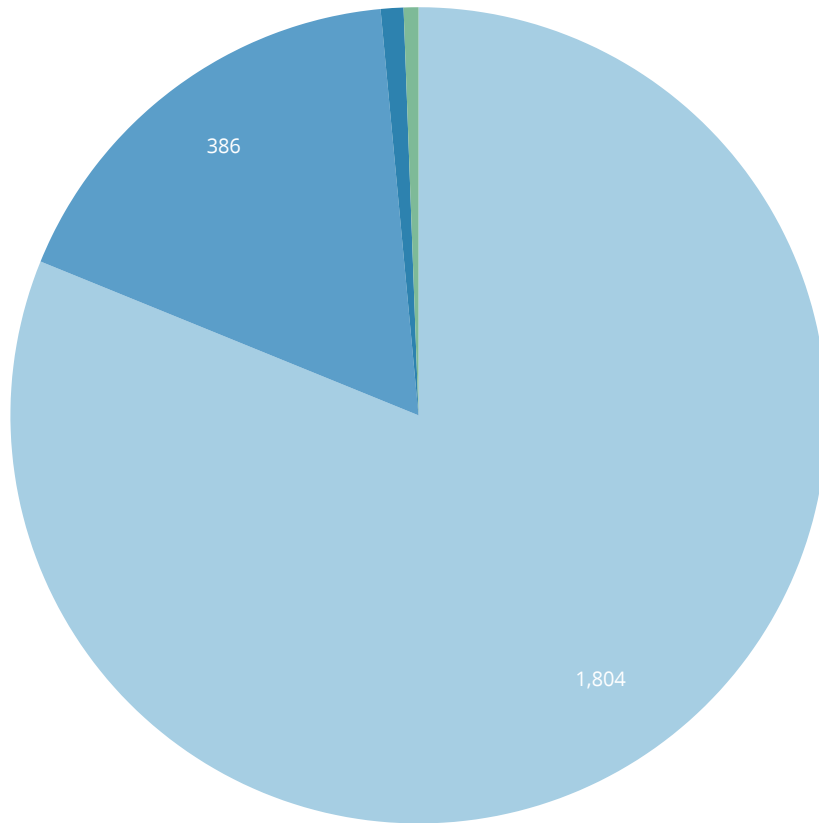


Manage Collaborators

311 Weekly Report

For the week of February 13 - February 19

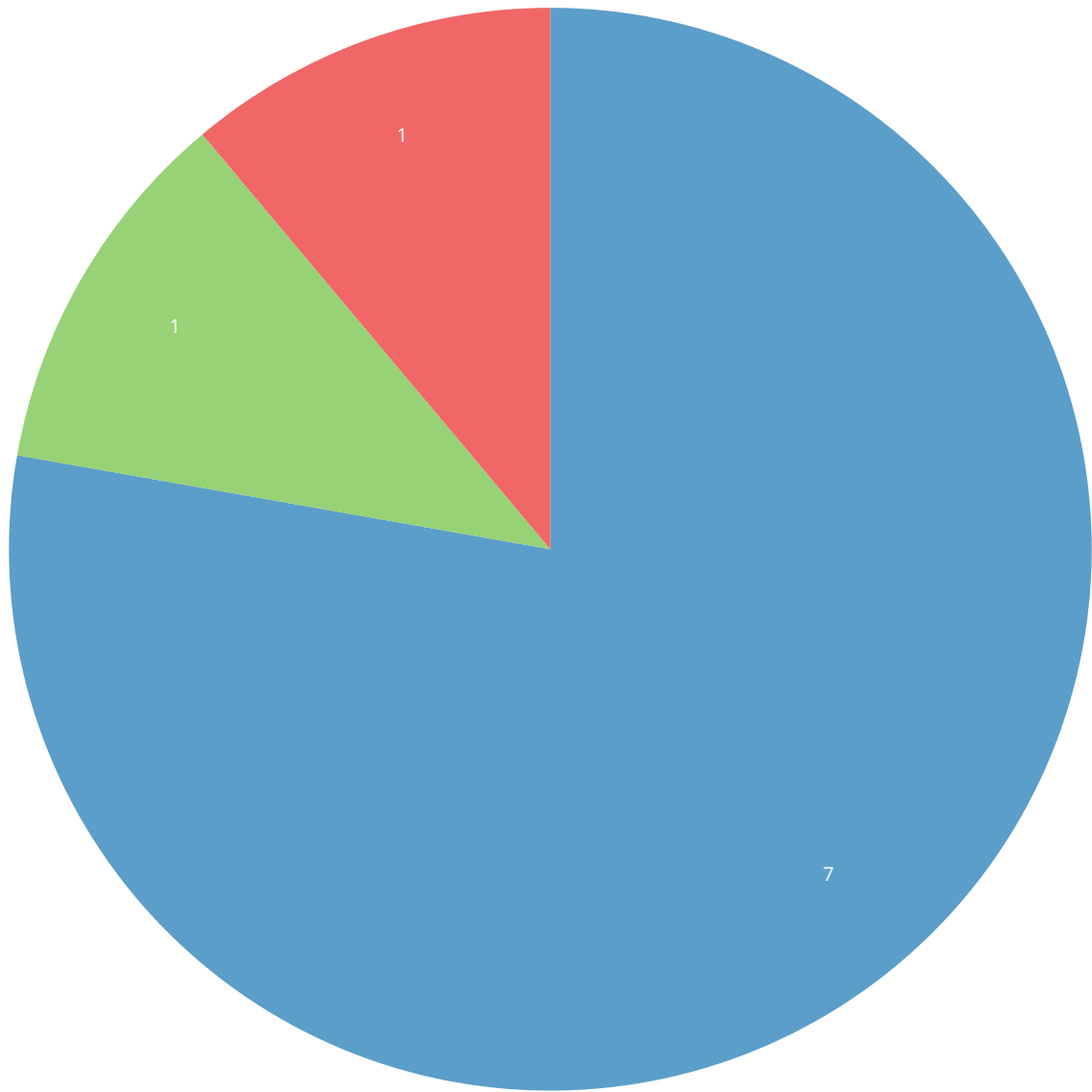
311 Channels Data ▼ Filters (2) ▾



[View Source Data](#) ➔

Ask a Question - by request status ▼ Filters (1) ▾





[View Source Data](#) 

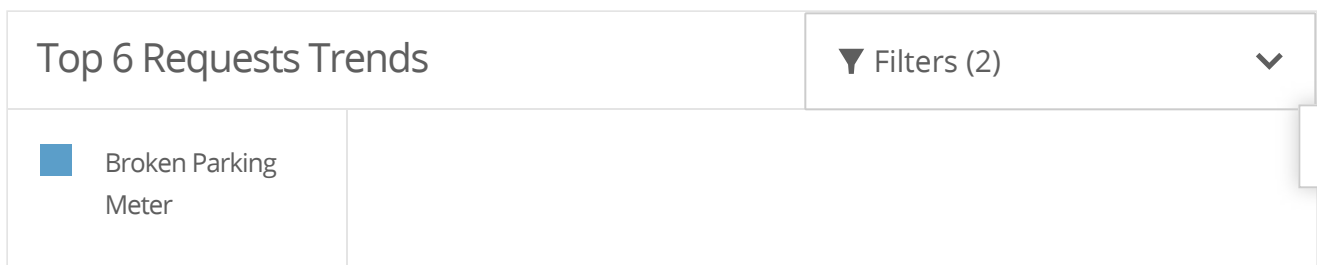
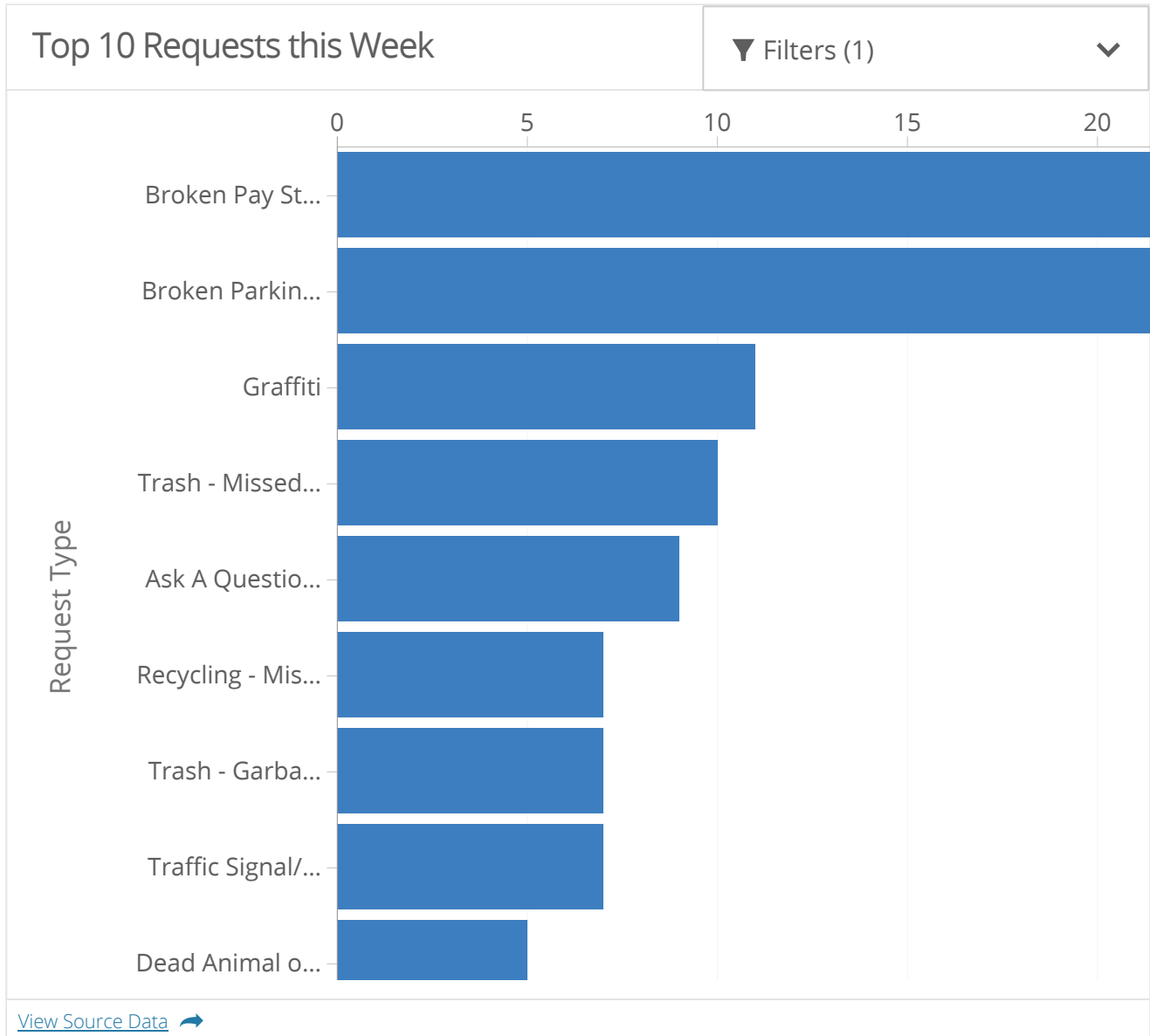
Trending Topics

February 13–February 19

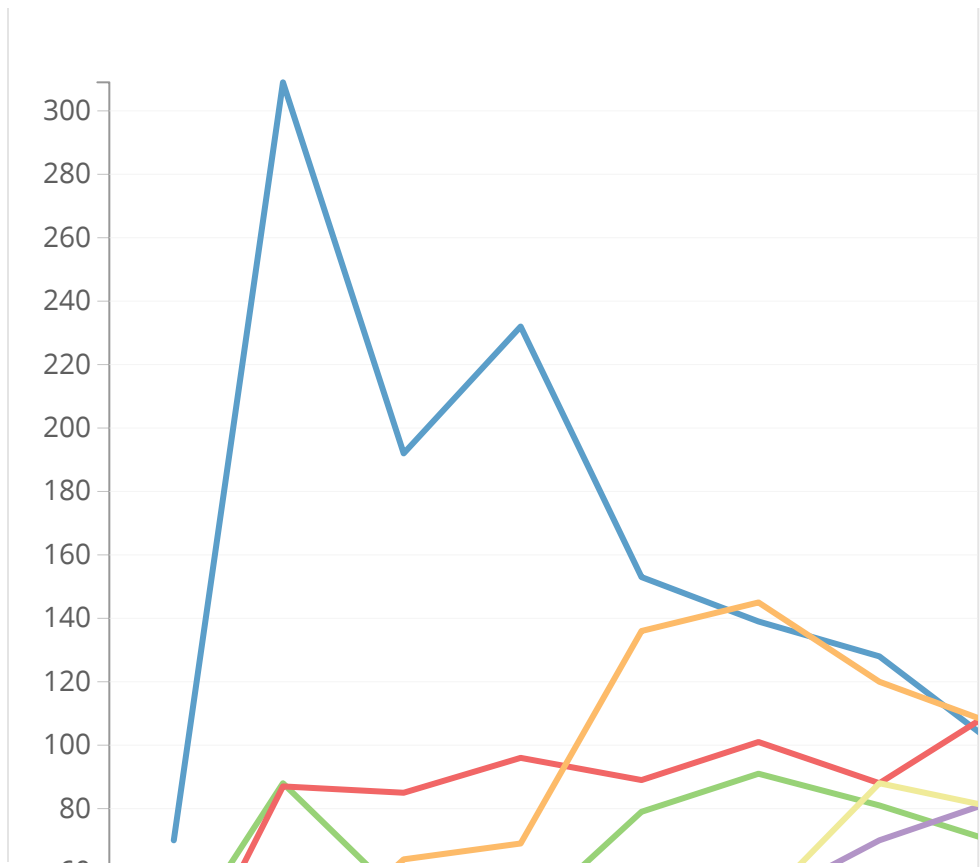


-President's Day Question

- Holiday Parking
- Trash Collections
- City Hall Hours



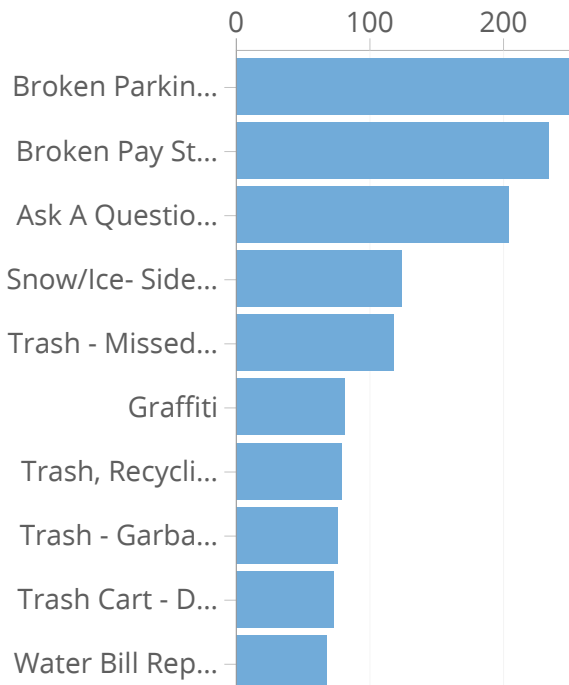
- Broken Pay Station
- Ask A Question / Send A Message
- Tree Evaluation
- Graffiti
- Dead Animal on Public Property



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Top 10 - First Quarter of 2019

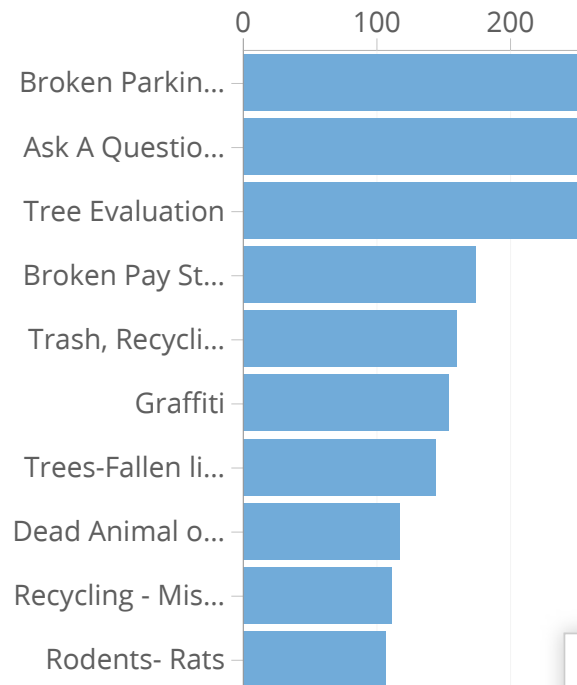
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Top 10 - Second Quarter of 2019

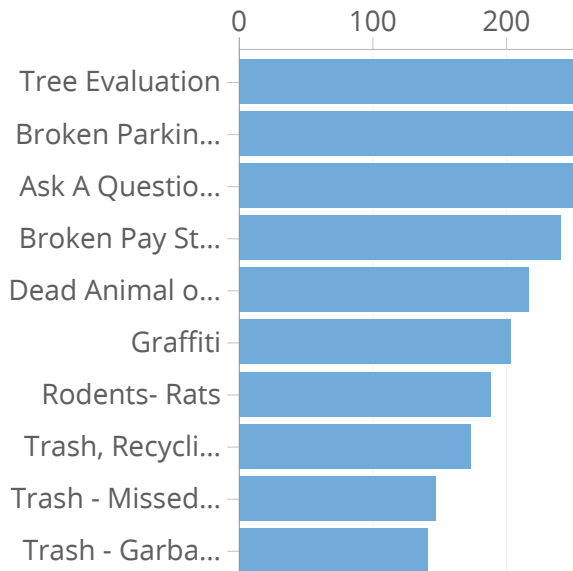
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Top 10 - Third Quarter of 2019

Filters (1)



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Top 10 - Fourth Quarter of 2019

Filters (1)



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Sanitation Trends

Filters (2)

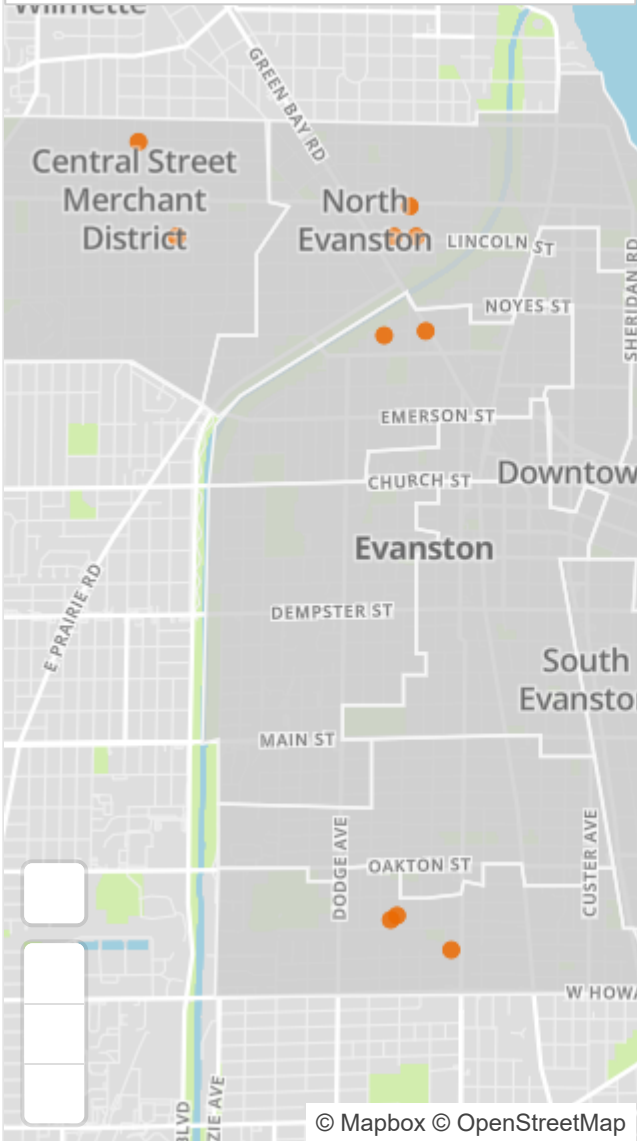
- Recycling - Missed Pickup
- Rodents- Rats
- Trash - Missed Garbage Pickup
- Yard Waste - Missed Pickup



[View Source Data](#) ↗

Missed Pickups - Garbage

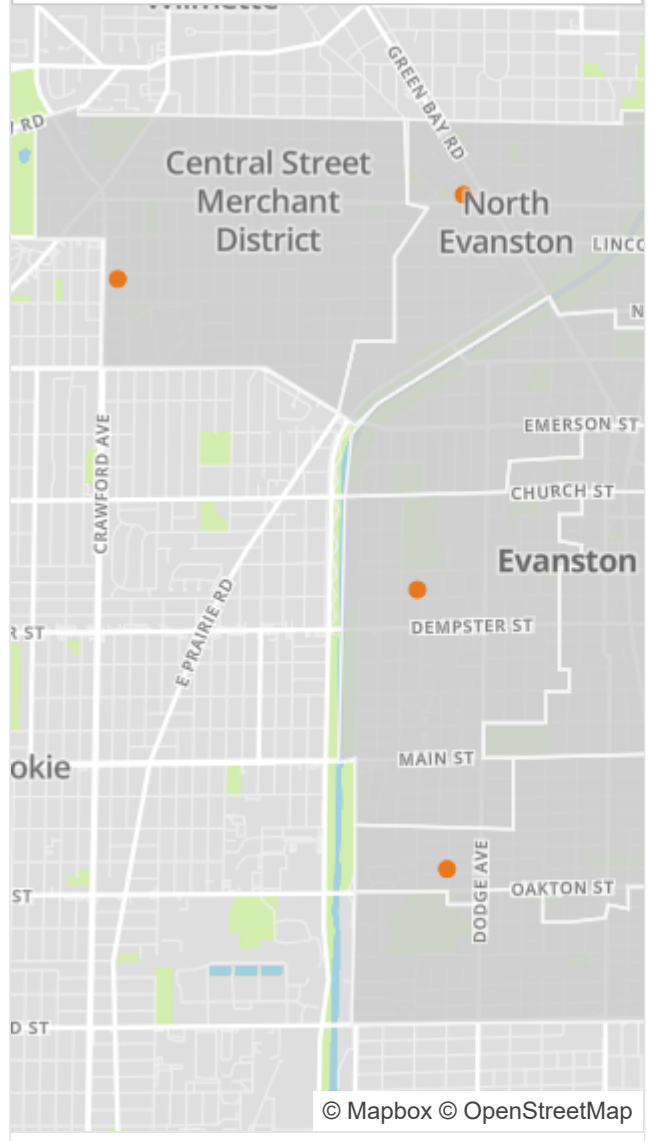
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Missed Pickups - Recycling

▼ Filters (1) ▾



[View Source Data](#) ↗

Missed Pickups - Yard Waste

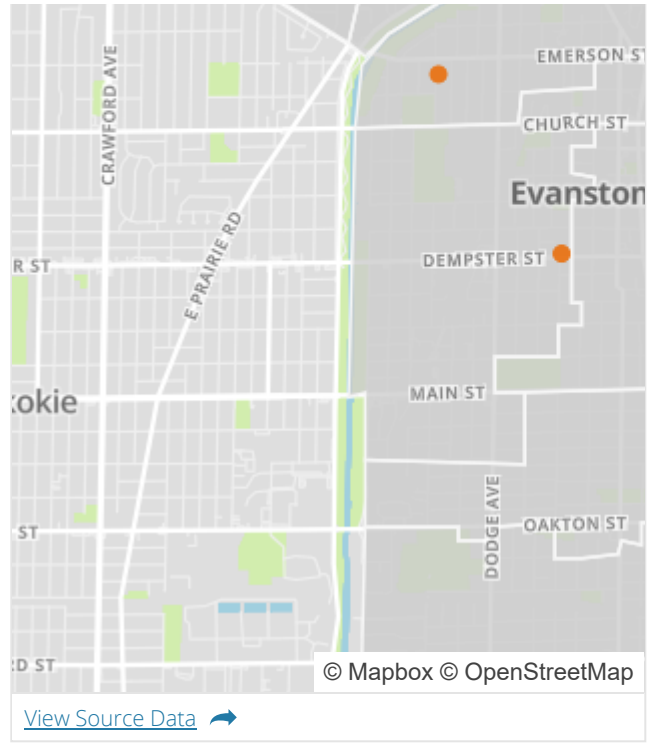
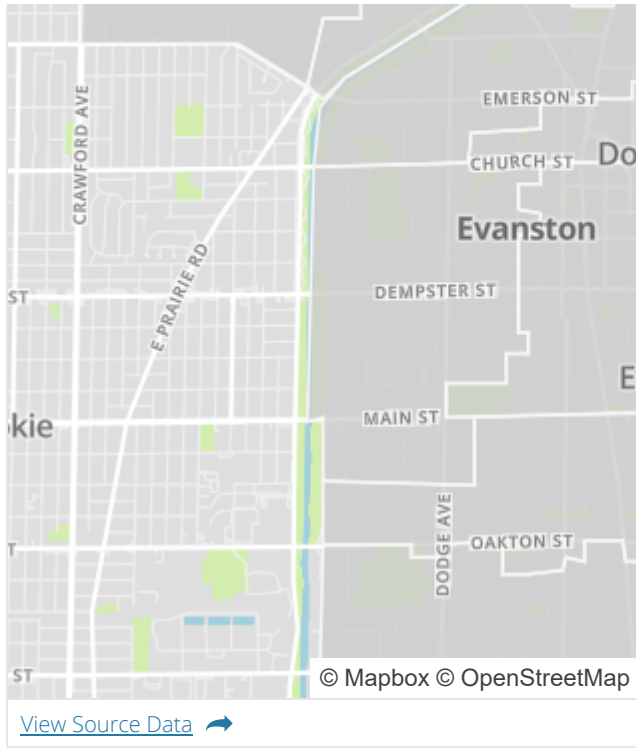
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Rodents-Rats

▼ Filters (1) ▾





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Evanston City Council Agenda Schedule - 2020 Dates

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

2020 Meeting Dates: Jan 13, Jan 21, Jan 27, Feb 10, Feb 17, Feb 24, Mar 9, Mar 16, March 23, Apr 13, Apr 20, Apr 27

May 11, May 18, May 26, Jun 8, Jun 15, Jun 22, Jul 13, Jul 20, Jul 27, Aug 10

Sept 14, Sept 21, Sept 29, Oct 12, Oct 19, Oct 26, Nov 9, Nov 16, Nov 23, Dec 14

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 RC=Rules Committee EDC=Economic Development

BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only

| DEPT | MEETING DATE | ITEMS | COUNCIL ACTION | COUNCIL or COMMITTEE | LEAD STAFF | NOTES |
|-------|--------------|---|----------------|----------------------|------------|------------|
| | 3/2/2020 | Human Services | | | | |
| | 3/2/2020 | Rules Committee | | | | |
| Mayor | 3/9/2020 | Marybeth Schroeder Day | P | CC | Hagerty | |
| CD | 3/9/2020 | 2390 Orrington Avenue, Appeal of Preservation Commission COA Denial | SPB | CC | Leonard | |
| PRCS | 3/9/2020 | LED Screen | P | APW | Hemingway | |
| CMO | 3/9/2020 | Municipal Operations Zero Emissions Strategy | B | APW | Richardson | |
| CMO | 3/9/2020 | Energy Purchase Contracts | B | APW | Richardson | |
| PWA | 3/9/2020 | Purchase of Viasala Road Camera System | B | APW | Stoneback | |
| PWA | 3/9/2020 | Contract Award for Water Plant Valuation Consulting Service | B | APW | Stoneback | |
| PWA | 3/9/2020 | Resolution for Fleetwood Gym Floor Architect Services | R | APW | Stoneback | |
| PWA | 3/9/2020 | HVAC at Various City Facilities | B | APW | Stoneback | |
| PWA | 3/9/2020 | Lincolnwood Construction Change Order 2 | B | APW | Stoneback | |
| PWA | 3/9/2020 | Material Testing | B | APW | Stoneback | |
| PWA | 3/9/2020 | Green Bay Road Landscape Maintenance | B | APW | Stoneback | |
| AS | 3/9/2020 | Vehicle Replacement | B | APW | Stowe | |
| AS | 3/9/2020 | Cybersecurity Software Purchase | B | APW | Stowe | |
| AS | 3/9/2020 | Award of Armored Car Services | B | APW | Stowe | |
| AS | 3/9/2020 | Blocking Bike Lane | O | APW | Stowe | |
| CD | 3/9/2020 | Code Amendment Installation of Public Sidewalks/Replacement of Sidewalks during Construction Projects | O | APW | Leonard | |
| CD | 3/9/2020 | Great Merchant Grant | B | APW | Leonard | |
| CD | 3/9/2020 | 2222 Oakton St - Resolution for Subdivision of property (recycling center) | O | PD | Leonard | |
| CD | 3/9/2020 | 2044 Wesley Ave - Repeal of oWE West Evanston Overlay District | O | PD | Leonard | |
| CD | 3/9/2020 | 910-938 Custer Ave - Planned Development extension | O | PD | Leonard | |
| CD | 3/9/2020 | Text Amendment, D2 Retail Core Uses | O | PD | Leonard | |
| PRCS | 3/9/2020 | Ordinance Update - CBD/Hemp at Farmers Market | O | HSC | Hemingway | For Intro |
| | 3/9/2020 | Executive Session | | EXS | | |
| CMO | 3/23/2020 | Residency Requirement for Select City Employees | D | CC | Storlie | |
| CMO | 3/23/2020 | Amusement Tax Ordinance | O | APW | Desai | |
| CMO | 3/23/2020 | Financial Advisor Contract | B | APW | Desai | |
| PRCS | 3/23/2020 | 2020 Special Event in Streets | B | APW | Hemingway | |
| PWA | 3/23/2020 | Dutch Elm Disease Prevention Program | B | APW | Stoneback | |
| PWA | 3/23/2020 | Park Signs | B | APW | Stoneback | |
| PWA | 3/23/2020 | Public Canoe Launch Feasibility Study | B | APW | Stoneback | |
| CD | 3/23/2020 | 2019 HUD CAPER | B | PD | Leonard | |
| PRCS | 3/23/2020 | 2020 Special Events in Parks | B | HSC | Hemingway | |
| PRCS | 3/23/2020 | Ordinance Update - CBD/Hemp at Farmers Market | O | HSC | Hemingway | For Action |
| CD | 4/13/2020 | Small Cell Tower Discussion | SPB | CC | Leonard | |
| PRCS | 4/13/2020 | Summer Bus Transportation | B | APW | Hemingway | |

Council & Committee Meetings

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|-----------|--------------|---|----------------|----------------------|------------|-------|
| | | | | | | |
| 2/24/2020 | 6:00PM | Administration & Public Works/Planning and Development/City Council | | | | |
| 2/26/2020 | 7:30PM | Economic Development | | | | |

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 | |
| 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 | |
| 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 |
| Police | 9/9/2019 | NU Golf Carts on Sidewalks | Fiske | Police | Will be discussed at 10/14 APW |
| CMO | 11/11/2019 | Policy on Food/Meals for Departments | Fleming | APW | |
| CMO | 11/11/2019 | Public Comment & Presentations | Revelle | Rules | |
| Admin Svcs | 11/11/2019 | Event Parking Restrictions | Revelle | Trans/Parking | |
| CMO | 11/11/2019 | Use of Mayor's Name in Holiday Food & Toy Drive | Suffredin | Rules | |
| CMO | 11/11/2019 | Playing of Music at Beginning of Meeting | Suffredin | Rules | |
| Admin Svcs | 11/18/2019 | HR Employee Manual | Fleming | Human Services | |

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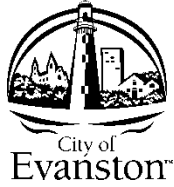
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|-----------------|--------------|--|----------------|------------------------|--------------|-------|
| CD | 11/18/2019 | Supporting Small Business Owners | Fleming | Economic Development | | |
| CD | 11/18/2019 | Affordable Housing Fees - Waiving Fees for ADU's | Fleming | City Council | | |
| CMO | 11/25/2019 | Begin working on 50 year video for National League of Cities | Rainey | | | |
| CD | 11/25/2019 | Proposal by reclaim Evanston regarding additional funds to affordable housing via RETT | Rue Simmons | Planning & Development | | |
| CD | 11/25/2019 | Solar Panels at Preservation Commission | Wilson | Planning & Development | | |
| Legal | 11/25/2019 | Non-Agenda Item Citizen Comment - After Agenda | Hagerty | Rules | | |
| Legal | | Suspension of Rules accepted practice | | Rules | | |
| Legal | | Use of City Newsletters and Including Opinions | Fleming | Rules | | |
| Legal | 12/9/2019 | Advisory Resolutions / Citizen Generated Resolutions | Fiske | Rules | | |
| CD | 12/9/2019 | Rules on Plan Commission as they Relate to the Selection of the Chair | Revelle | | | |
| CD | 12/9/2019 | City to host a co-op type retail space | Fleming | Economic Development | | |
| DEFERRED | | | | | | |
| Dept | Date | Item | Action | Committee | Staff | |
| PWA | 1/27/2020 | Fleetwood Gym Floor | B | APW | Stoneback | |
| CD | | Fines for bikes on sidewalks | O | APW | Storlie | |
| CMO | | Amendment to PEHP Resolution | R | APW | Desai | |



Memorandum

To: Honorable Mayor and Members of the City Council

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

Subject: MWEBE/LEP Compliance Tracking

Date: February 21, 2020

Attached please find the monthly Minority Women's Evanston Business Enterprise (MWEBE) and Local Employment Program (LEP) Compliance tracking report which is presented to the MWEBE Committee. This report tracks Bids and RFPs that can potentially have an MWEBE (25% goal) or LEP (15% requirement) component on a monthly basis. The final page also shows waivers that are granted and the rationale for those waivers.

When each of the attached projects goes to the City Council for approval, a MWEBE memo is attached explaining the process and compliance rate for the responses received. The attachment is a conglomeration of these individual memos.

If you have any questions, please contact Hitesh Desai (847-448-8082) or Tammi Nunez (847-448-8107).

2020 MWEBE Goal Compliant

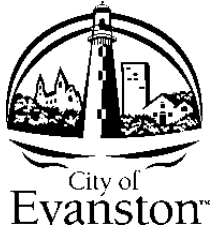
| Dept. | Date | RFP/Bid | Project Title | Total Bid Amt | % MWEBE | Name of MWEBE | M BE | W BE | E BE | D BE | Subcontract Amount |
|-----------------------|-----------|-----------|--|---------------|--------------|---------------------------------|------|------|------|------|---------------------|
| PRCS | 1/13/2020 | RFP 19-60 | PRCS Strategic Plan | \$127,377.00 | | Berry Dunn McNeil & Parker | | | | | |
| | | | | | 20.8% | aQity Research & Insights, Inc. | | | X | | \$26,600.00 |
| | | | | | 32% | Site Design Group | X | | | | \$40,730.00 |
| January Total | | | | \$127,377.00 | | | | | | | \$67,330.00 |
| Total to Date | | | | \$127,377.00 | 53% | | 1 | 0 | 1 | | \$67,330.00 |
| PRCS | 2/10/2020 | RFP 19-62 | Study of Evanston Parking System | \$33,000.00 | | Wantman Group, Inc. | | | | | |
| | | | | | 25% | KPFF Consulting Engineers | | | X | | \$8,250.00 |
| PRCS | 2/24/2020 | RFP 19-66 | Oakton Street Corridor Improvement Study | \$139,932.81 | | Christopher B. Burke | | | | | |
| | | | | | 50% | Christopher B. Burke | | | X | | \$70,222.04 |
| | | | | | 24% | Tesak Associates | | | X | | \$32,950.00 |
| February Total | | | | \$172,932.81 | | | | | | | \$111,422.04 |
| Total to Date | | | | \$300,309.81 | 59.5% | | 1 | 0 | 4 | | \$178,752.04 |

LEP Penalty Fund as of 01.31.2020

| Year | Violators/Vendor | Bid No | Project Name | Violation Amount | GL Amount | GL Date |
|-----------------------------|----------------------------------|--------|-----------------------------------|------------------|---------------------|------------|
| 2018 | <u>Copenhaver</u> | | Fountain Square | \$ 1,869.47 | - | 7/23/2019 |
| 2018 | <u>Kovilic Construction</u> | | Church Street Harbor | \$ 4,327.20 | - | 9/10/2019 |
| 2018 | Chandler <u>Newberger Center</u> | | Ambler Mechanical | \$ 4,888.80 | - | 8/13/2019 |
| 2018 | MAG Construction | | South Standpipe MCC | \$ 3,721.55 | - | 4/23/2019 |
| | Value Innovation Technologies | | Accounts Payable | | \$ (5,000.00) | 4/9/2019 |
| | Evanston Rebuilding Warehouse | | Accounts Payable | | \$ (3,531.75) | 9/10/2019 |
| | Reimbursement Police Application | | Journal Entry (Per Tammi's Email) | | \$ (40.00) | 10/22/2019 |
| | Evanston Rebuilding Warehouse | | Accounts Payable | | \$ (3,168.00) | 11/12/2019 |
| | Evanston Rebuilding Warehouse | | Accounts Payable | | \$ (2,251.50) | 11/14/2019 |
| | Evanston Rebuilding Warehouse | | Accounts Payable | | \$ (2,300.00) | 11/26/2019 |
| | Evanston Rebuilding Warehouse | | Accounts Payable | | \$ (2,832.00) | 12/10/2019 |
| Balance as of FY2019 | | | | | \$ 72,555.36 | |

2020 MWEBE Goal Waived

| Dept. | Date | RFP/Bid # | Base Bid Amount | Project Title | Company | Reason Waived |
|-------|-----------|---------------------|---------------------|----------------------------------|---------------------------------------|--|
| PWA | 1/13/2020 | RFP 19-61 | \$44,770.00 | Backflow Prevention Mgmt Program | Backflow Solutions Inc. (Chicago, IL) | Precludes Subcontracting Opportunities |
| PWA | 1/13/2020 | RFP 19-46 | N/A | Art Program at RCCC | Open Studio Project (Evanston, IL) | Precludes Subcontracting Opportunities |
| PWA | 1/27/2020 | RFP 19-57 | \$657,007.00 | Multi-Year Janitorial Service | Chi-Town Cleaning (Medinah, IL) | Precludes Subcontracting Opportunities |
| | | Year to Date | \$701,777.00 | | | |



Memorandum

To: Honorable Mayor and Members of the City Council
From: Scott Mangum, Planning and Zoning Manager
Subject: Weekly Zoning Report
Date: February 19, 2020

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, February 12, 2020 - February 19, 2020

Backlog (business days received until reviewed): 8

Volume (number of cases pending staff review): 13

Zoning Reviews

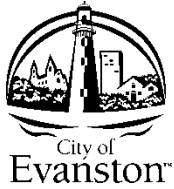
| Ward | Property Address | Zoning | Type | Project Description | Received | Status |
|-------------|---------------------------|---------------|-----------------|---|-----------------|---|
| 1 | 1900 Sherman Avenue | R1 | Zoning Analysis | 15-story addition to Jane R. Perlman apartments, 4,150 sf of 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 | 1514 Judson Avenue | R1 | Zoning Analysis | Remove rear screened-in porch, replace with open patio, new covered porch on side, 2-story renovation, front facade alteration | 02/07/20 | pending staff review |
| 1 | 1914 Sheridan Road | T2 | Building Permit | Deck and interior renovation (The Black House - NU) | 02/10/20 | pending staff review |
| 1 | 2138 Orrington Avenue | R1 | Building Permit | Coach house and stone walk | 02/17/20 | pending staff review |
| 2 | 1001 Dewey Avenue | R3 | Zoning Analysis | Deck, fence in front yard, roof coverings over side entrance and rear basement entrance | 11/22/19 | pending additional information from the applicant |
| 2 | 1215 Church Street | R4 | Building Permit | New mixed-use 4-story building, interior remodel of existing swimming and administration buildings (YWCA) | 12/10/19 | pending revisions from the applicant and DAPR |
| 2 | 1221 Fowler Avenue | R2 | Building Permit | 1st and 2nd story additions, deck | 12/16/19 | pending revisions from the applicant |
| 2 | 2307 Lake Street | R2 | Building Permit | New single-family residence with new garage/coach house | 02/03/20 | non-compliant, pending revisions from the applicant |
| 2 | 1100 Hartrey Avenue | R3 | Zoning Analysis | Split zoning lot into 2 lots | 02/18/20 | pending staff review |
| 2 | 2324 Lee Street | R2 | Building Permit | Replace detached garage, 22x22 | 02/18/20 | pending staff review |
| 3 | 1210 Michigan Avenue | R1 | Building Permit | Widen driveway | 10/02/19 | non-compliant, pending revisions from the applicant |
| 3 | 1140 Lake Shore Boulevard | R1 | Building Permit | Remove existing terrace, install swimming pool, new terrace, outdoor kitchen, fence | 02/11/20 | pending staff review |
| 3 | 945 Sheridan Road | R1 | Building Permit | New and replacement exterior doors, replace stairs | 02/18/20 | pending staff review |
| 4 | 1125 Wesley Avenue | R3 | Building Permit | 1-story addition and 3-car detached garage | 12/05/19 | pending revisions from the applicant |
| 4 | 1603 Orrington Street | D3 | Zoning Analysis | Hardscape, landscaping, ADA ramp, steps, stormwater management, and utilities improvements (Chase Bank Tower) | 02/05/20 | pending DAPR review |
| 5 | 1825 Lemar Avenue, Unit C | R2 | Building Permit | Deck | 09/24/19 | non-compliant, pending major variation application |
| 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 | 1717 Simpson Street | B1 | Building Permit | 1-story addition over existing foundation | 12/17/19 | non-compliant, pending major variation application |
| 5 | 2415 Wade Street | R2 | Building Permit | Patio | 01/09/20 | non-compliant, pending revisions from the applicant |

| | | | | | | |
|---|------------------------|---------|-----------------|---|----------|--|
| 5 | 1735 Hartrey Avenue | R3 | Building Permit | 2nd story addition | 01/16/20 | non-compliant, pending revisions or variation application from the applicant |
| 6 | 3300 Park Place | R4/oCSC | Zoning Analysis | Shed | 08/05/19 | non-compliant, pending revisions from the applicant |
| 6 | 2321 Thayer Street | R1 | Building Permit | Extend existing patio, additional parking space, relocate fence, add gas line | 10/16/19 | non-compliant, pending revisions |
| 6 | 3423 Central Street | R2 | Building Permit | Brick paver walkway and patio enlargement | 10/17/19 | pending additional information from the applicant |
| 6 | 2754 Crawford Avenue | R2 | Building Permit | Replace sunroom with 1-story addition and bathroom remodel | 10/25/19 | non-compliant, pending revisions or major variation application from the applicant |
| 6 | 2300 Pioneer Road | R4 | Zoning Analysis | Planned Development: Demo Landmarked portion of building, construct 3-story, 209,000 sf addition with 83 units/beds, new independent living, adding 125 underground parking spaces (Three Crowns) | 11/13/19 | non-compliant, pending revisions and preservation submittal |
| 6 | 2715 Hurd Avenue | R1 | Zoning Analysis | Demolish existing structures, construct new 2-story building for a child daycare (Planned Development) | 01/22/20 | revisions submitted, pending review |
| 6 | 2323 Lincolnwood Drive | R1 | Building Permit | Remodel, window replacement | 02/07/20 | pending staff review |
| 7 | 1724 Chancellor Street | R1 | Building Permit | Installation of 10'x10' stone patio | 10/10/19 | pending additional information from the applicant |
| 7 | 1126 Grant Street | R1 | Building Permit | 2nd story addition, deck and garage | 01/16/20 | pending revisions from the applicant |
| 7 | 2640 Green Bay Road | C2 | Building Permit | Demolish enclosed porch, construct new open porch, stairs and new parking pad | 01/17/20 | pending additional information from the applicant |
| 7 | 719 Monticello Place | R1 | Building Permit | Demolish existing 1-car garage, construct 2-car detached garage | 01/30/20 | non-compliant, pending variation application from the applicant |
| 7 | 2672 Green Bay Road | C2/oCS | Building Permit | Interior alteration for fitness studio (Total Sona Fitness) | 02/07/20 | pending special use application |
| 7 | 2011 Noyes Street | R1 | Building Permit | 2-story addition, front porch, deck, and interior renovation | 02/10/20 | non-compliant, pending revisions, major variation application from the applicant |
| 7 | 2435 Jackson Avenue | R1 | Building Permit | Bay window, interior renovation | 02/11/20 | non-compliant, pending revisions and variation application from the applicant |
| 7 | 2676 Prairie Road | R4 | Building Permit | Roof mounted solar panels | 02/14/20 | pending staff review |
| 7 | 2752 Garrison Avenue | R1 | Building Permit | Replace detached garage, 13x21 | 02/18/20 | 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 | non-compliant, pending revisions from the applicant |
| 8 | 619 Howard Street | B3 | Building Permit | Interior renovation (Palmhouse Event Space) | 02/19/20 | pending staff review |
| 9 | 2425 Oakton Street | I1/oRD | Building Permit | New car wash | 07/17/19 | pending DAPR |
| 9 | 646 Florence Avenue | R2 | Building Permit | Convert 1-car attached garage into home office | 11/07/19 | non-compliant, pending revisions from the applicant |
| 9 | 816 Washington Street | R4 | Building Permit | Deck and interior renovation | 02/14/20 | non-compliant, pending additional information and revisions from the applicant |

| | | | | | | |
|---|--------------------|----|-----------------|---------------------------------------|----------|----------------------|
| 9 | 1127 Oakton Street | R2 | Building Permit | 1-story addition and interior remodel | 02/17/20 | pending staff review |
| 9 | 514 Ridge Avenue | R1 | Building Permit | Detached garage, 38x20 | 02/18/20 | 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 02/26/19 |
| 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 02/26/19 |
| 1 | 1607 Chicago Avenue | D4 | Special Use | Special use for Type-2 restaurant, Happy Le | 01/17/20 | pending DAPR 02/26/20, ZBA 03/17/20 |
| 2 | 1461-67 Ashland Avenue & 1421-25 Lake Street | B1 | Fence Variation | Fence in front yard and 8' tall fence in rear | 01/21/20 | pending additional information from the applicant |
| 3 | 1327 Chicago Avenue/528 Greenwood Street | R5 | Special Use | Special use for an office in a residential district | 07/26/19 | pending ZBA 03/17/20 |
| 3 | 548 Judson Avenue | R1 | Minor Variation | Building lot coverage and impervious surface coverage for construction of new single-family detached residence | 02/19/20 | pending public notice |
| 4 | 605 Davis Street | D3 | Planned Development | New 19-story office building with ground floor retail, 40 parking spaces | 04/24/19 | pending PC |
| 4 | 1555 Ridge Avenue | R6 | Planned Development | New 5-story, multi-family dwelling with 68 dwelling units and 61 parking spaces | 12/17/19 | pending PC 02/26/20 |
| 5 | 1825 Lemar Avenue | R2 | Major Variation | Front yard setback for front deck/porch and front yard fence | 01/17/20 | pending DAPR, ZBA |
| 6 | 2302 Hartzell Street | R1 | Minor Variation | Rear yard and interior side yard setbacks and separation between principal and detached accessory structures for a 2nd story addition | 01/17/20 | determination after 02/20/20 |
| 7 | 2672 Green Bay Road | C2/oCS | Special Use | Special use for a commercial indoor recreation establishment (Total Sona Fitness) | 02/11/20 | pending DAPR 02/26/20, ZBA 03/17/20 |
| 7 | 719 Monticello Street | R1 | Minor Variation | Building lot coverage to construct a 2-car detached garage | 02/13/20 | pending public notice |
| 7 | 1803 Chancellor Street | R1 | Minor Variation | Detached garage located in interior side yard | 02/14/20 | pending public notice |



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: February 21, 2020

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.

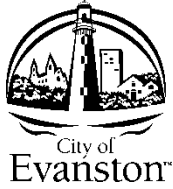
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update

Cases Received, February 21, 2020

Field Reports

| Ward | Property Address | Construction Type | Inspector Notes | Received |
|------|---|------------------------|--|-----------|
| 4 | 1801 Main Street (Robert Crown) | Recreation Facility | Center will officially open to the public on February 29th for scheduled programming. Floor/glass installation and interior painting continue. Clean-up has commenced. | 2/20/2020 |
| 5 | 2525 Church Street (Pumping Station) | Pumping Station | No activity on site. Final Metropolitan Water Reclamation District (MWRD), fire and structural inspections are needed. Construction fence remains. Site is being maintained. | 2/20/2020 |
| 2 | 1727 Oak Avenue (Avidor) | Multi-Unit Building | Glazing has been installed on the ground level. Trim installations have been completed through the 14th floor. Site is being maintained. | 2/20/2020 |
| 4 | 1500 Sherman Avenue (Albion at Evanston) | Mixed Use Building | Occupancy has been granted for all units and common areas except the 15th floor amenity areas. Site is being maintained. | 2/20/2020 |
| 2 | 1815 Ridge Avenue | Senior Living Facility | No construction activity. | 2/20/2020 |



Memorandum

To: Honorable Mayor and Members of the City Council

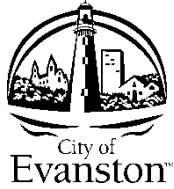
From: Ike Ogbo, Director, Department of Health & Human Services

Subject: Food Establishment License Application Weekly Report

Date: February 21, 2020

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 |
|------|--------------------|------------------------|---------------|---|
| 8 | 619 Howard St | Palmhouse 619 | 2/21/2020 | Pending Permit Issuance & Inspections |
| 8 | 633 Howard St | Estacion | 2/4/2020 | Pending Permit Issuance & Inspections |
| 2 | 2434 Main St | Wingstop Restaurant | 1/21/2020 | Change of Ownership – Pending Inspections |
| 1 | 1620 Orrington Ave | La Macchina Ristorante | 1/15/2020 | Change of Ownership – Pending Inspections |
| 4 | 1557 Sherman Ave | Reza's Restaurant | 12/5/2019 | Application Received – Pending Inspections |
| 7 | 1729 Central St | Hewn Bakery | 11/14/2019 | Building Permit Issued – Pending Inspections |
| 5 | 1723 Simpson St | Meals on Wheels | 10/22/2019 | Building Permit Issued – Pending Inspections |
| 2 | 1924 Dempster St | Kid's Empire | 10/17/2019 | 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 |
| 5 | 1905 Church St | Spice | 12/13/2018 | Building Permit Issued - Pending Inspections |
| 1 | 533 Davis St | Joy Yee Noodle | 7/6/2015 | Relocation – Pending Final Health Inspection & CO |



Memorandum

To: Honorable Mayor and Members of the City Council

From: Hugh DuBose, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: February 21, 2020

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

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

Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of February 21, 2020

| WARD | BUSINESS NAME | BUSINESS ADDRESS | LIQUOR CLASS | CLASS DESCRIPTION | PROCESSED HOURS for LIQUOR SALES | STATUS |
|------|---------------|--------------------------------------|--------------|-------------------|---|---|
| 1 | Reza Evanston | 1556 Sherman Avenue, Evanston, IL | D | Restaurant | 11 a.m. — 1 a.m. (Mon-Thurs); 11 a.m. — 2 a.m. (Fri-Sat); 10 a.m. — 1 a.m. (Sun) | Awaiting final application documents. Likely will be heard at March Liquor Control Review Board meeting |



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING FEBRUARY 21, 2020

Legislative Committee Considers Bills; Governor Pritzker Delivers Budget Address

On Wednesday, the NWMC Legislative Committee met to review and consider positions on legislation recently introduced by the General Assembly. Members approved recommendations on over one hundred and sixty bills that impact local government, with those recommendations to be considered by the NWMC Executive Board and full membership at their March meetings. Also on Wednesday, Governor JB Pritzker delivered his proposed FY2021 state budget to the General Assembly. The budget anticipates that voters will approve a Constitutional Amendment on the November ballot to change the state income tax structure in November. Should the graduated income or "Fair Tax" not pass, the budget accounts for that possibility by proposing additional reductions to local revenues, including the Local Government Distributive Fund (LGDF). Please see today's [NWMC Legislative Update](#) for more details from Springfield. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Bicycle and Pedestrian Committee Discusses E-Bikes, NWMC Multimodal Plan

The Bicycle and Pedestrian Committee met Tuesday and received a presentation from *Evanston Transportation and Mobility Coordinator Jessica Hyink* on the City's recently approved e-bike ordinance and next steps the city is taking to encourage micro mobility. The NWMC Multimodal Transportation Plan project team provided the Committee with an overview of the latest draft of the full plan, set to be considered by the NWMC Board on March 11. The next Bicycle and Pedestrian Committee meeting will be held on Tuesday, April 21, 8:30 a.m. at the NWMC offices. *Staff contacts: Kendra Johnson, Matt Pasquini*

Make Hotel Reservations Now for NWMC Legislative Days in Springfield

Please mark your calendars and plan to join fellow Conference members at the NWMC Legislative Days in Springfield, scheduled for Tuesday, March 24 through Thursday, March 26. Friday, March 27 is the deadline to move bills out of committee in both the House and Senate, so it promises to be a very busy week. The timing of our advocacy provides members with a meaningful opportunity to influence the direction of legislation at a critical point in the General Assembly's calendar.

While staff works to finalize the exact scheduling and registration information, highlights of the NWMC Legislative Days will include a welcome briefing and reception with our legislators as well as full days of lobbying, legislative leader/legislator meetings, administration meetings and committee hearings. Please make your hotel reservations as soon as possible and we look forward to seeing you in Springfield! *Staff contacts: Mark Fowler, Larry Bury*

Spring Auction Set for April 21

The spring NWMC Surplus Vehicle and Equipment Auction will be held on Tuesday, April 21 at 2:00 p.m. at America's Auto Auction, 14001 S. Karlov Avenue in Crestwood. Now is the time to inventory vehicles and equipment for disposal in the NWMC auction, the proceeds of which help support operations of the organization. For questions or additional information, please contact staff or Berry Ellis, berry.ellis@americasautoauction.com or 312-371-5993. *Staff contact: Ellen Dayan*

ILCMA Asks Elected Officials to Take Diversity/Inclusion Survey

The Illinois City/County Management Association (ILCMA) recently established a Task Force on Diversity and Inclusion, with "a goal toward increasing representation of women and people of color in the local government management profession and our association." One of the task force initiatives is a survey of elected officials to identify perceptions of the issue, barriers to greater representation and creating a more welcoming environment for all persons to serve in local government leadership.

The survey, which is hosted on the Illinois Municipal League's website, can be accessed by visiting <https://www.iml.org/page.cfm?key=23419>. It should take no longer than fifteen minutes to complete the survey, which closes on Monday, March 2. Please forward to the elected officials in your organization and encourage them to participate. For more information, please contact staff or ILCMA Executive Director Dawn Peters, 815-753-0923 or dpeters@niu.edu. *Staff contact: Mark Fowler*

Funding Opportunities for Truck Route Access and Statewide Planning and Research

The Illinois Department of Transportation (IDOT) recently issued a Notice of Funding Opportunity (NOFO) for their Truck Route Access Route Program (TARP). The program provides \$45,000 per lane mile and \$22,000 per eligible intersection, with a maximum of \$900,000 total funding available per project. Eligible routes must begin and end at a designated truck generator, route or municipality. Applications are due to IDOT District Local Roads and Streets no later than Friday, March 6 at 5:00 p.m. For more information, please visit the [program website](#), or contact Mr. Stephane Seck, Bablibile.Seck@Illinois.gov.

In addition, IDOT also issued a NOFO for their Statewide Planning and Research Funds (SPR). This call for projects opened on February 3 and closes on Friday, March 13 at 11:59 p.m. Eligible projects should be related to the state's Long Range Transportation Plan (LRTP) or one of its associated plans, performance based program development, asset management or benefit a disadvantaged or economically distressed community. For more information, please see the [IDOT circular letter](#), or visit the [program website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

Traffic Safety Grant Opportunities Available

To meet the goal of zero fatalities on Illinois roadways, the Illinois Department of Transportation's Bureau of Safety Programs and Engineering (BSPE) is offering several grant opportunities to state and local agencies to implement traffic safety measures. All Notices of Funding Opportunity (NOFO) are available on BSPE's traffic safety grant website. Applications for each program are due by 4:00 p.m. on Tuesday, March 3 and should be submitted to dot.tsgrants@illinois.gov. For more information, please visit the [BSPE's website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

RSVP Today for IMET's Annual Meeting

On Tuesday, March 24, the Illinois Metropolitan Investment Fund (IMET) will host its 24th annual participants meeting. Highlighting the agenda will be a presentation from *Highland Park Human Resources Manager Emily Taub*, who will speak on "Local Governments as Masters of Customer Service." Emily was recently named as one of Crain's Chicago Business's "Notable Leaders in HR."

The meeting will be held from 9:00 a.m. to noon at Maggiano's Little Italy, 240 Oakbrook Center in Oak Brook. Please RSVP to IMET Public Funds Marketing Associate Emlyn Bertsche, emlyn.ber@investimet.com or 630-576-9141. *Staff contact: Mark Fowler*

IML Opens Lobby Day Registration

On Wednesday, April 29, the Illinois Municipal League (IML) will conduct their annual Lobby Day in Springfield. The day will begin at 9:00 a.m. with a legislative briefing at the Hoogland Center for the Arts and conclude with a 6:30 p.m. reception at the Abraham Lincoln Presidential Museum. In between, participants are encouraged to head to the Capitol. Please visit the [IML Lobby Day](#) page for more information and to register for the day's events. *Staff contacts: Mark Fowler, Larry Bury*

Register Today for IML Workshops, Seminars & Events

From the desk of Illinois Municipal League (IML) Public Affairs Manager Katie Doolin:

The Illinois Municipal League (IML) is coordinating more than 25 workshops, seminars and events to be held throughout the state for 2020. These include: IML Spring Municipal Attorneys Seminars, Not-So-Newly Elected Officials Workshops, IML Lobby Day and seminars on the Municipal Regulation of Adult-Use Cannabis and Municipal Licensing & Regulation of Liquor & Gaming. For information on all of the IML's events, please visit <https://www.iml.org/events>. *Staff contacts: Mark Fowler, Larry Bury*

Meetings and Events

NWMC Transportation Committee will meet on Thursday, February 27 at 8:30 a.m. at the NWMC offices.

NWMC Executive Board will meet on Wednesday, March 4 at 8:30 a.m. at the NWMC offices.

NWMC Finance Committee will meet on Wednesday, March 11 at 12:00 p.m. at the NWMC offices.

NWMC Board of Directors will meet on Wednesday, March 11 at 7:00 p.m. in Room 1604 at Oakton Community College in *Des Plaines*.

NWMC Staff

| | | |
|-------------------|---|--|
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