



Memorandum

To: Mayor Hagerty and Members of the City Council
From: Erika Storlie, Interim City Manager
Subject: Weekly City Manager's Update
Date: June 19, 2020

STAFF REPORTS BY DEPARTMENT



Weekly Report for June 11, 2020 – June 17, 2020
**There will be no 311 report this week*

City Manager's Office

Weekly Bids Advertised
MWEBE/LEP Compliance Tracking
City Council Agenda Schedule

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, June 22, 2020

Administration and Public Works Committee

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

Wednesday, June 24, 2020

Design and Project Review Committee

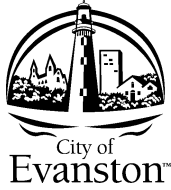
www.cityofevanston.org/dapr

Transportation & Parking Committee

www.cityofevanston.org/transandparking

Economic Development Committee

www.cityofevanston.org/economicdev



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 June 15, 2020

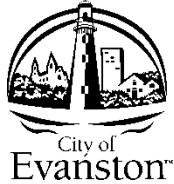
Date: June 19, 2020

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 June 15, 2020

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Bid 20-37 Water Quality Laboratory Renovation	Public Works Agency	The Water Quality Laboratory occupies approximately 1,370 sf at the 1st Level of the Operations Building, located within the Evanston Water Treatment Plant. The project is an interior renovation of the Laboratory including: reconfigured spaces, equipment and casework; new heated floor system; new floor, wall and ceiling finishes; thermal envelope improvements including new wall insulation at interior side of exterior walls. Limited work at the exterior of the building is included in support of the renovation including new exterior door, metal stair,	\$2,000,000	7/7	7/27

		railings and landing; exterior work also includes new concrete pad and visual enclosure for new RTU to serve Lab. Work also includes: new inclined platform lift located in stairway outside of Lab - to provide accessible route; toilet room upgrades; new hi-lo drinking fountain; MEP/FP upgrades are included within the laboratory and in nearby spaces in support of the renovation including HVAC upgrades, plumbing and electrical upgrades and sprinkler system.			
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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: June 19, 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%	City 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
PWK	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
PWK	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%	Teska Associates			X		\$32,950.00
PWK	2/24/2020		Shoreline Condition Assessment	\$74,500.00		SmithGroup					
					14%	D'Escoto	X				\$10,375.00
						DLZ Inc.	X				\$8,250.00
February Total				\$247,432.81							\$130,047.04
Total to Date				\$374,809.81	53%		3	0	4		\$197,377.04
ED	3/9/2020	Bid 20-02	Great Merchants Grant Program	\$57,069.00		Herrera Landscaping Snow Removal					
						Herrera Landscaping Snow Removal			X		\$0.00
PWK	3/9/2020		Main Street Improvement Projects - Phase II	\$74,500.00		Patrick Engineering Inc.					
					24%	Terra Engineering		X			\$114,857.00
					13%	Kettelkamp & Kettelkamp			X		\$63,560.00

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWK	3/9/2020	Bid 20-04	HVAC Equipment Replacement the Police/Fire Headquarters, Fire Station #3, Levy Center	\$692,500.00		Great Lakes Heating and Plumbing Company (LEP Eligible - on hold per PM contract negotiations)					
					11%	Air Design Systems		X			\$74,900.00
					3%	LaGrange Crane Service		X			\$21,900.00
PWK	3/9/2020	RFP 20-10	Material Testing Services	\$150,000.00		Interra Inc.					
						Interra Inc.	X				\$0.00
March Total				\$974,069.00							\$275,217.00
Total to Date				\$1,348,878.81	35%		4	3	6		\$472,594.04
PWK	4/13/2020	Bid 20-12	2020 CIPP Sewer Rehab	\$497,831.00		Granite Inliner (LEP Eligible)					
					9%	Comprehensive Construction Co	X				\$44,309.45
PWK	4/13/2020	RFP 20-13	Public Canoe Launch Feasibility	\$29,946.00		GZA GeoEnvironmental					
					6%	The Roderick Group	X				\$7,977.00
PWK	4/27/2020	RFP 19-68	Stormwater Master Plan	\$590,832.51		Hey & Associates					
					14%	Green Metro Planning	X				\$84,675.00
					9%	Terra Engineering		X			\$53,130.00
PWK	4/27/2020	Bid 20-06	2020 Water Main Improvement & Street Resurfacing	\$3,053,230.00		Pan-Oceanic Engineering Co (LEP Eligible)					
					62%	Pan-Oceanic Engineering Co	X				\$1,878,124.00
April Total				\$4,171,839.51							\$2,068,215.45
Total to Date				\$5,520,718.32	46.0%		8	4	6		\$2,540,809.49
PWK	5/11/2020	Bid 20-05	Emergency Generators at Police/Fire Stations	\$249,900.00		Courtesy Electric Inc.					
					12%	Wrangler Tech		X			\$30,000.00
					13%	PMJ Enterprises	X				\$33,000.00

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWK	5/11/2020	Bid 20-29	Civic Center Burner Replacement	\$117,777.00		Ideal Heating Company					
					31%	Complete Mechanical	X				\$36,750.00
PWK	5/26/2020	Bid 20-26	2020 Motor Fuel Tax (MFT) Street Resurfacing	\$1,297,700.00		J. A. Johnson (not LEP Eligible state funded)					
					2.1%	Alzate Inc	X				\$27,500.00
					9.2%	Ozinga Ready Mix			X		\$120,000.00
					1%	Maintenance Coatings		X			\$13,358.75
					7.2%	United Enterprise LLC	X				\$93,530.00
					1.3%	Smith Maintenance Co	X				\$17,100.00
PWK	5/26/2020	Bid 20-07	2020 Parking Lot Improvements	\$282,249.95		McGill Construction Company (LEP Eligible)					
					25%	E King Cartage	X				\$71,000.00
	May Total			\$1,947,626.95							\$442,238.75
	Total to Date			\$7,468,345.27	40%		14	6	7		\$2,983,048.24
PWK	6/8/2020	Bid 20-09	Special Assessment Alley Project	\$481,201.50		Schroeder & Schroeder Inc. (LEP Eligible)					
					39%	Galaxy Underground Inc.	X				\$191,359.00
PWK	6/8/2020	RFQ 20-21	Church Street Pedestrian and Bicycle Improv	\$293,650.41		Civiltech Engineering (LEP Eligible)					
					10%	Environmental Design	X				\$28,375.00
					3%	Infrastructure Engineering Inc.	X				\$10,619.00
					9%	GSG Consultants Inc.	X				\$27,176.00
					12%	MUSE Community + Design		X			\$35,135.00
PWK	6/8/2020	No Bid #	Fleetwood Jourdain Gym Floor Replacement	\$593,851.00		Central Rug and Carpet (LEP Eligible)					

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
					100%	Central Rug and Carpet			X		\$0.00
June Total				\$1,368,702.91							\$292,664.00
Total to Date				\$8,837,048.18	37%		18	7	8		\$3,275,712.24

LEP Penalty Fund as of 05.20.2020

CITY OF EVANSTON							
LEP VIOLATION ANALYSIS							
Account 100.41307							
Year	Violators/Vendor	Bid No	Project Name	Violation Amount	GL Amount	GL Date	Comments
2013	SAK Construction	13-09	CIPP Sewer Rehab Contract A	2,000.00			Prior to Conversion-Reclass Sewer Exp (7420)
2013	Bolder Contractio	13-36	Davis Street Water Main & Sewer Replacement	9,000.00			Prior to Conversion-Reclass Water Exp (7330)
2013	Chicago Paving	13-37	Parking Lot Improvement at Central and Stewart	3,400.00			Prior to Conversion-Reclass Parking Exp (55476)
2013	Elanar Construction	13-39	Firemen's Park Renovation	4,100.00			Prior to Conversion-Reclass CIP Exp (5170)
2013	F.E Moran	13-48	2013 HVAC Improv Project	6,700.00	6,700.00	12/31/2014	
2014	A Lamp Concrete	14-31	2014 Water Main Replacement & St Resuf CIP 3	4,515.00	4,515.00	7/28/2015	
2014	A Lamp Concrete	14-41	Sherman Ave Streetscape & Resurf Project	3,087.00	3,087.00	7/28/2015	
2015	American Suncraft	15-03	Repair and Repair Standpipes	11,558.58	11,558.58	12/6/2018	Reclass
2015	Kenny Construction	15-01	2015 CIPP Sewer Rehabilitation Contract A	3,418.00	3,418.00	11/27/2018	Reclass
2015	Kovilic Construction	15-29	Church Street Boat Ramp	2,974.00	2,974.00	11/27/2018	Reclass
2015	Auto Prkg. Techno	14-25	Parking Account Revenue Configuration System	9,344.00	9,344.00	12/30/2017	
2016	Glenbrook Excavation	15-60	2016 CIP 1 Water Main Resurf Project	5,281.00	5,281.00	12/5/2018	Reclass
2016	DBS/ Garland		Water Treatment Facility Road & Masonry	3,067.00	3,067.63	3/24/2017	
2016	Reliable & Assoc	16-40	Library Underground Parking Garage Upgrade	1,047.50	1,047.50	5/9/2017	
2016	A Lamp Concrete	16-55	2016 Parking Lot Improvement	6,609.71	6,609.71	3/27/2018	
2017	Builders Pavers	17-27	2017 Parking Lot Improvement	1,584.00	1,584.00	4/10/2018	
2017	Kenny Construction	17-44	2017 CIPP Sewer Rehab Contract B	3,385.05	3,384.42	12/31/2017	
	Bank of America		Purchasing Card	(950.00)	(950.00)	2/27/2015	
	Bank of America		Purchasing Card	(1,680.00)	(1,680.00)	3/31/2015	
	Office Depot		Accounts Payable	(34.51)	(34.51)	12/15/2015	
	Bank of America		Purchasing Card	(19.06)	(19.06)	12/31/2015	
	Bank of America		Purchasing Card	(182.96)	(182.96)	12/31/2015	
	SAMS Club		Accounts Payable	(138.67)	(138.67)	6/9/2016	
	Evanston Round Table		Accounts Payable	(50.00)	(50.00)	5/9/2017	
	Brian K Johnson		Accounts Payable	(892.00)	(892.00)	8/15/2017	
	SAMS Club		Accounts Payable	(224.61)	(224.61)	6/7/2017	
	SAMS Club		Accounts Payable	(27.44)	(27.44)	6/7/2018	
Balance as of FY2018				76,871.59	58,371.59		
			Adjust Prior to Conversion		18,500.00	1/25/2019	
2018	Copenhaver		Fountain Square		1,869.47	7/23/2019	
2018	Kovilic Construction		Church Street Harbor		4,327.20	9/10/2019	
2018	Chandler Newberger Center		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		
	Central Rugs & Carpet		Accounts Payable		2,691.97	4/28/2020	
	Evanston Rebuilding Warehouse		Accounts Payable		(11,395.50)	4/28/2020	
Balance as of FY2019					63,851.83		

There's one LEP penalty (receipt) in the amount of \$2,691.97 and one expense amounting to \$11,395.50. LEP Balance is **\$63,851.83**

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
CMO	3/9/2020	RFP 19-67	\$64,912.50	Municipal Zero Emissions Strategy	Elevate Energy (Chicago, IL)	Precludes Subcontracting Opportunities
PWK	3/9/2020	RFP 19-50	\$163,810.00	Valuation of the Water Works Properties	Burns & McDonnell (Kansas City, MO)	Precludes Subcontracting Opportunities
CMO	3/9/2020	RFP 20-01	\$68,900.00	Armored Car Services	Davis Bancorp (Barrington, IL)	Precludes Subcontracting Opportunities
PWK	5/11/2020	Bid 20-14	\$646,224.62	Dutch Elm Tree Injection	Kinnucan Tree Experts (Lake Bluff, IL)	Precludes Subcontracting Opportunities
PWK	6/8/2020	RFP 20-32	\$160,000.00	Hydraulic Modeling Services	Carollo Engineers (Chicago, IL)	Precludes Subcontracting Opportunities
		Year to Date	\$1,805,624.12			

City Council Agenda Schedule

Printed from Asana

July 13

- Luke Stowe:** Purchase of Cisco Duo Multi Factor Authentication Licensing
 - Department: Admin Serv
 - Council Action: Bus
 - Council or Committee: APW
- Luke Stowe:** Purchase of PWA truck
 - Department: Admin Serv
 - Council Action: Bus
 - Council or Committee: APW
- Hitesh Desai:** Ordinance XX-O-20, Authorizing 2020 General Obligation Bonds
 - Department: CMO
 - Council Action: Ord
 - Council or Committee: APW
- Hitesh Desai:** Resolution 44-R-19, Amending the City of Evanston Budget Policy (increase debt limit)
 - Department: CMO
 - Council Action: Res
 - Council or Committee: APW
- Hitesh Desai:** 2019 Audited Comprehensive Annual Financial Report
 - Department: CMO
 - Council Action: Bus
 - Council or Committee: APW
- Hitesh Desai:** Approval of Contract Extensions with The Owens Group, Inc. and Arthur J. Gallagher & Co. for Insurance Brokerage Services
 - Department: CMO
 - Council Action: Bus
 - Council or Committee: APW
- Johanna Leonard:** Special Use - 820 Gaffield
 - Department: Community Dev
 - Council Action: Ord
 - Council or Committee: PD
 - Action: For Action
- Johanna Leonard:** Special Use - 824 Gaffield
 - Department: Community Dev
 - Council Action: Ord
 - Council or Committee: PD
 - Action: For Action
- Johanna Leonard:** Plat of Resubdivision at 1100 Hartrey
 - Department: Community Dev
 - Council Action: Res
 - Council or Committee: PD
 - Action: For Introduction
- David Stoneback:** Resolution to award Engineering Services during construction of the Central St. Bridge
 - Department: Public Works
 - Council Action: Res
 - Council or Committee: APW
- David Stoneback:** Resolution committing Evanston to pay its share of the Central St Bridge construction

Department: Public Works
Council Action: Res
Council or Committee: APW

- David Stoneback:** Award of MPI contractor for crack sealing project

Department: Public Works
Council Action: Bus
Council or Committee: APW

- David Stoneback:** Ordinance authorizing IEPA loan amount for downtown water main project

Department: Public Works
Council Action: Ord
Council or Committee: APW
Action: For Introduction

- David Stoneback:** Ordinance for dedication of property owned by 3606 Central to the City

Department: Public Works
Council Action: Ord
Council or Committee: APW
Action: For Introduction

- David Stoneback:** Ordinance for 4-way stop at Ewing & Thayer

Department: Public Works
Council Action: Ord
Council or Committee: APW

- Johanna Leonard:** Award of engineering services for parking garage structural analysis

Department: Public Works
Council Action: Bus
Council or Committee: APW
Action: For Introduction

- David Stoneback:** Purchase of Utility billing system

Department: Public Works
Council Action: Bus
Council or Committee: APW

- Luke Stowe:** Civic Center Planning

Department: Public Works
Council Action: SPB
Council or Committee: CC

July 27

- Hitesh Desai:** 2019 budget amendment

Department: CMO
Council Action: Bus
Council or Committee: APW

August 10

- Hitesh Desai:** Amusement Tax Discussion

Department: CMO
Council Action: Disc
Council or Committee: CC

September 14

September 28

October 12

October 26

November 9

Johanna Leonard: Ordinance 35-O-20 Ground Floor uses in the D2 District

Department: Community Dev

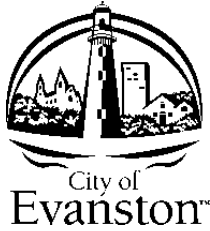
Council Action: Ord

Council or Committee: PD

Action: For Action

November 23

December 14



Memorandum

To: Honorable Mayor and Members of the City Council
From: Scott Mangum, Planning and Zoning Manager
Subject: Weekly Zoning Report
Date: June 17, 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, June 10, 2020 - June 17, 2020

Backlog (business days received until reviewed): 18

Volume (number of cases pending staff review): 18

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	516 Church Street	R6	Building Permit	Interior remodel, replace exterior window and door	02/24/20	pending additional information from the applicant (Preservation)
1	1943 Sherman Avenue	R5	Building Permit	Convert existing single-family residence to 3-flat	05/05/20	revisions submitted, non-compliant
1	1607 Chicago Avenue	D4	Building Permit	Interior build-out for tea shop	05/06/20	pending special use application
1	217 Dempster Street	R1	Building Permit	2-story addition and interior remodel	05/21/20	pending staff review
1	629 Foster Street	T1	Building Permit	Paver patio and walk	05/28/20	pending staff review
2	1221 Fowler Avenue	R2	Building Permit	1st and 2nd story additions, deck	12/16/19	pending revisions from the applicant
2	1708 Lake Street	R3	Building Permit	Patio and pergola	04/03/20	pending additional information from the applicant
2	1906 Main Street	C1	Building Permit	Interior remodel (4 Suns Fresh Juice)	04/16/20	pending special use application
2	1001 Dodge Avenue	R3	Building Permit	Rear porch	06/05/20	pending additional information from the applicant
3	1212 Judson Avenue	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
3	404 Greenwood Street	R1	Building Permit	Replace porch wall	06/10/20	pending staff review
3	548 Judson Avenue	R1	Building Permit	New single-family residence	06/11/20	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	1012-1014 Davis Street	D2	Building Permit	Exterior and interior renovation for Daycare Center - Child	04/07/20	pending revisions from applicant per DAPR approval
4	1409 Crain Street	R1	Building Permit	Replace front stairs	05/26/20	pending staff review
4	1021 Ashland Avenue	R4	Building Permit	27x24 concrete pad	06/08/20	pending staff review
4	1577 Wesley Avenue	R1	Building Permit	New paver patio and retaining wall	06/15/20	pending staff review
4	1155 Ashland Avenue	R1	Building Permit	Roof mounted solar panels	06/17/20	pending staff review
4	1211 Ridge Avenue	R1	Zoning Analysis	New single-family residence and garage, existing coach house to be demolished	06/16/20	pending staff review
5	1825 Lemar Avenue, Unit C	R2	Building Permit	Patio and fence	09/24/19	pending revision per fence variation approval
5	1717 Simpson Street	B1	Building Permit	1-story addition over existing foundation	12/17/19	non-compliant, pending special use 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
5	2221 Foster Street	R3	Building Permit	New patios	05/12/20	non-compliant, pending minor variation application from the applicant
5	2030 Maple Avenue	R4a	Zoning Analysis	Addition, remove and replace deck	06/02/20	pending staff review

5	2024 Darrow Avenue	R3	Zoning Analysis	One-story addition and renovation, 2-unit building to be converted to single-family residence, new garage to replace existing	06/15/20	pending staff review
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	pending revisions, additional information from the applicant
6	2801 Central Street	B1a/oCS C	Building Permit	Interior and exterior alterations	03/12/20	pending revisions per DAPR
6	2410 Harrison Street	R1	Building Permit	Deck and pergola, replace concrete walk with pavers	04/09/20	pending additional information from the applicant
6	2725 Harrison Street	R1	Building Permit	2-story addition and interior remodel	05/08/20	pending additional information from the applicant
6	3016 Hartzell Street	R1	Building Permit	Replace existing deck and pergola	05/11/20	pending additional information from the applicant
6	3308 Harrison Street	R1	Building Permit	2-story addition	05/28/20	pending staff review and minor variation application
6	2949 Payne Street	R1	Building Permit	Enlarge concrete driveway	05/29/20	pending staff review
6	2437 Hastings Avenue	R1	Building Permit	Install patio	06/03/20	pending additional information from the applicant
6	1206 Florence Avenue	R3	Zoning Analysis	2nd story addition over existing 1st story, new covered back porch	06/04/20	pending additional information from the applicant
6	2340 Prospect Avenue	R1	Building Permit	Patio	06/09/20	pending staff review
6	2827 Harrison Street	R1	Building Permit	New detached garage	06/11/20	non-compliant, pending revisions from the applicant
6	2307 Harrison Street	R1	Zoning Analysis	Convert existing open rear porch to screened-in porch	06/15/20	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	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	pending revisions per approved minor variation
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	pending revisions per minor variation approval
7	2435 Jackson Avenue	R1	Building Permit	Bay window, interior renovation	02/11/20	non-compliant, pending major variation application from the applicant
7	2225 Noyes Street	R1	Building Permit	New single-family residence	03/02/20	non-compliant, pending revisions from the applicant

7	1013 Colfax Street	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
7	1323 Lincoln Street	R1	Building Permit	Addition, new front porch, and interior remodel	05/22/20	pending additional information from the applicant
7	1323 Lincoln Street	R1	Building Permit	Detached 2-car garage	06/04/20	pending staff review
7	1814 Central Street	B1a/oCS C	Building Permit	Replace window with walk-up concession window	06/10/20	pending staff review, DAPR 06/24/20
8	999-1015 Howard Street	B2	Building Permit	New 4-story, 60 dwelling unit multi-family residence with 58 parking spaces addition to CJE building, dwelling units for seniors (999-1015 Howard St. Planned Development)	03/26/20	pending revisions from the applicant
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	1616 Main Street	R3	Building Permit	Addition to garage	02/24/20	pending additional information from the applicant
9	1613 Washington Street	R3	Building Permit	Paver patio installation	02/28/20	pending additional information from the applicant

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	1607 Chicago Avenue	D4	Special Use	Special use for Type-2 restaurant, Happy Le	01/17/20	pending CC 06/22/20
1	818 Colfax Street	R1	Minor Variation	Side and rear setback to detached garage and roof overhang	06/03/20	pending public notice
1	1900 Sherman Avenue	R6	Planned Development	Planned Development for a 16-story, 168-unit residential age restricted building with 37 below-grade parking spaces	06/16/20	pending staff review
2	1906 Main Street	C1	Special Use	Special use for Type-2 restaurant, 4 Suns Fresh Juice	04/16/20	pending CC 06/22/20
2	1100 Hartrey Avenue	R2	Plat of Subdivision	Subdivide zoning lot into 2 lots	04/28/20	pending P&D 07/13/20
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	pending ZBA
5	1717 Simpson Street	B1	Special Use	Expansion of a noncomplying use, addition to single-family dwelling in a B1 zoning district	02/26/20	pending CC 06/22/20
5	820 Gaffield Place	R4a	Special Use	Child Residential Care Home	03/02/20	pending P&D 06/22/20
5	824 Gaffield Place	R4a	Special Use	Child Residential Care Home	03/02/20	pending P&D 06/22/20
6	2734 Park Place	R1	Minor Variation	Street side and rear yard setbacks to detached garage	05/14/20	determination after 06/09/20
6	3115 Thayer Street	R1	Minor Variation	Building lot coverage for detached garage/coach house	05/14/20	determination after 06/10/20
7	2678 Green Bay Road	C2/oCSC	Special Use	Special use for a commercial indoor recreation establishment (Total Sona Fitness)	02/11/20	pending CC 06/22/20
7	2801 Sheridan Place	R1	Fence Variation	Front yard fence	06/02/20	determination after 06/25/20

8	2222 Oakton Street	I2	Special Use	Special use for commercial indoor recreation establishment (First Ascent - wall/rock climbing)	04/03/20	pending DAPR, ZBA
8	1701 Howard Street	C1	Special Use	Special use for cannabis transporter/infuser	05/22/20	pending DAPR, ZBA 07/21/20



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: June 19, 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.

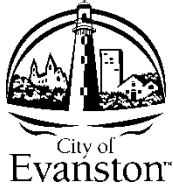
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update

Cases Received, June 19, 2020

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
4	1801 Main Street (Robert Crown)	Recreation Facility	Concrete, fence and landscape installations continue. Base preparation for the athletic fields has begun. Site is being maintained.	6/18/2020
2	1815 Ridge Avenue	Senior Living Facility	The tower crane foundation has been installed as has the site's temporary electrical service. Site is being maintained	6/18/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Foundation piers continue to be installed. Construction fence and surrounding streets are in good order. Site is being maintained.	6/18/2020



Memorandum

To: Honorable Mayor and Members of the City Council

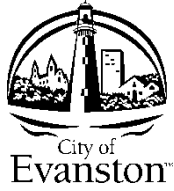
From: Ike Ogbo, Director, Department of Health & Human Services

Subject: Food Establishment License Application Weekly Report

Date: June 19, 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
4	810 Dempster St	The Village Farm	05/29/2020	Pending Building Permit Submittal & Approval
2	1765 Maple Ave	Chili's Grill & Bar	5/19/2020	Change of Ownership – Pending Inspections
1	1607 Chicago Ave	Bobba Tea Shop	5/6/2020	Pending Permit Issuance & Inspections
2	1906 Main St	4 Suns Fresh Juice	04/15/2020	Pending Permit Issuance & Inspections
4	1012-14 Davis St	Day Care Center	04/08/2020	Pending Permit Issuance & Inspections
7	2311 Campus Dr	The Protein Bar@NU	03/09/2020	Pending Inspections
2	1815 Ridge Ave	Solero Senior Living	03/03/2020	Pending Inspections
8	619 Howard St	Palmtree 619	2/21/2020	Pending 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
2	1924 Dempster St	Kid's Empire	10/17/2019	Building Permit Issued – Pending Inspections
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



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: June 19, 2020

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

Please contact me at (847) 448-8097 or bgeorge@cityofevanston.org if you have any questions or need additional information.



DIRECTOR'S WEEKLY BRIEFING

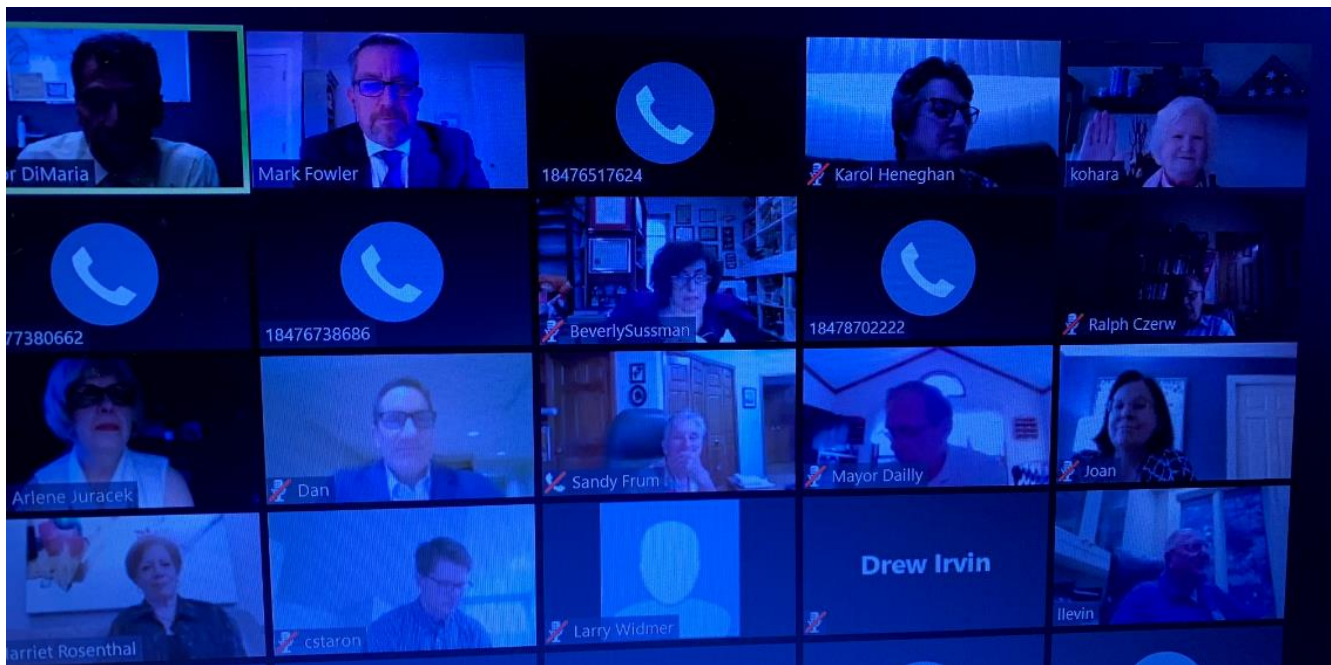
By NWMC Executive Director Mark L. Fowler



WEEK ENDING JUNE 19, 2020

#StayHomeSaveLives #AllInIllinois

Lake Bluff Village President Kathleen O'Hara Inaugurated as 62nd NWMC President



Thank you to the thirty-three Northwest Municipal Conference members and guests who gathered “virtually” on Wednesday to witness the inauguration of FY2020-2021 *NWMC President and Lake Bluff Village President Kathleen O'Hara*. Attendees celebrated the accomplishments of outgoing *NWMC President and Morton Grove Mayor Dan DiMaria* as well as the installation of officers for the year. Joining President O’Hara on the leadership team is *Vice-President and Northfield Village President Joan Frazier*, *Secretary and Deerfield Trustee Dan Shapiro* and *Treasurer and Lake Zurich Village Manager Ray Keller*.

President DiMaria thanked the membership and staff for their collective achievements over the past year. He noted that the global pandemic and civil unrest of the past four months forced local governments into “emergency mode and we had to quickly figure out how to continue to provide services to our residents, protect their health and welfare and mitigate the economic devastation caused by the pandemic. I am proud to say that local governments are rising to the challenge as we always do.”

President DiMaria highlighted a number of accomplishments for the year, including: implementation of the strategic plan and annual work plan; completion of the NWMC Multimodal Plan; development of new Surface Transportation Programs for the Northwest and North Shore Councils of Mayors, legislation consolidating police and fire pension fund investments and restoring recent cuts to the Local Government Distributive Fund; hiring Kendra Johnson and Matt Pasquini to lead the NWMC transportation department; and, adopting the FY2020-2021 NWMC budget that did not increase membership dues for the seventh consecutive year.

In her inaugural remarks, President O'Hara thanked Mayor DiMaria for his accomplishments and leadership as NWMC President. She said, "It is not an over exaggeration to say that we are at a pivotal point in our history. The coronavirus pandemic will continue to present challenges to local governments as we seek a return to normalcy. The call to correct longstanding injustices in our country necessitates long overdue discussions and action. Out of challenges rise opportunities and solutions. I look forward to pursuing them with all of you on these historic and critical issues to our conference, communities and our country."

President O'Hara noted that the organization will need to incorporate innovative ways to deliver services and engage on issues. "This will especially be true in the legislative advocacy arena", she continued. "We have supportive legislators willing to work with us and we will seek innovative ways to engage with them, provide the information and data they need as they consider bills impacting local government and make our positions known."

She identified a number of initiatives for the coming year, including: enhancing relationships and partnering opportunities with our legislators; ongoing COVID-19 response and member assistance; implementation of the NWMC Multimodal Plan and new NWMC website; and, protecting local government revenues and advocating for financial relief for our members. She closed by thanking the membership for the "trust and confidence you have in me to lead the Northwest Municipal Conference and I look forward to working with all of you to achieve our mutual goals." *Staff contacts: Mark Fowler, Larry Bury*

NWMC Here to Help Update

On Thursday, staff sent the 15th update of NWMC member responses and actions taken to address various aspects of the COVID-19 pandemic. This week's NWMC Here to Help update features new and updated information from the *Villages of Lincolnshire* and *Northbrook*. New to the document this week is a listing of member policies and plans for the reopening of municipal facilities for staff and the public. This information can be found in the resources section on the first page and please contact mfowler@nwmc-cog.org for copies of the policies. Please also continue to provide updates for the document, especially regarding event cancellations.

On Sunday, Chicago Mayor Lori Lightfoot resumed the bi-weekly regional conference calls hosted by the Metropolitan Mayors Caucus. *Glenview Village President Jim Patterson* discussed the village's plan for reopening and their experience since the region moved to Phase 3 of the Restore Illinois Plan. He also discussed preparations and discussions with the business community in anticipation of moving to Phase 4 of the plan later this month. Finally, he highlighted the "Grand Reopening" video produced by the village. To view the video, please visit <https://www.glenview.il.us/Pages/coronavirus.aspx> (scroll half way down the page to the "Grand Reopening" video). The next regional conference call will be held on Sunday, June 28.

As always, staff will continue to work with our local government partners as well as monitor federal, state and local COVID-19 news, conference calls/press conferences and share pertinent information as it becomes available. Please do not hesitate to use NWMC staff as a resource and please contact us at any time. Stay well and we stand ready to help in any way we can! *Staff contacts: Mark Fowler, Larry Bury*

One Week Left to Sign Up for a Conference Committee

The annual call for volunteers to serve on NWMC committees for FY 2020-2021 is due on Friday, June 26. Members may choose among various core committees (Bicycle and Pedestrian, Finance, Legislative or Transportation) or non-core committees (Attorneys, Fire Core Cost Containment) in which they are interested in participating. Members are requested to submit their registration form to Larry Bury via email, lbury@nwmc-cog.org. *Staff contact: Larry Bury*

Northwest and North Shore STP-L Programs Available for Public Comment

As previously reported, the Northwest and North Shore Council of Mayors Technical Committees have issued their proposed FFY 2021-2025 local Surface Transportation Programs (STP-L) for public comment. The programs can be found by visiting the [Northwest Council of Mayors](#) and the [North Shore Council of Mayors](#) web pages, NWMC social media, and various online locations to elicit feedback from the public. This week, the [Daily Herald](#) published a brief article on the Northwest Council program.

Comments can be emailed to northwestpl@nwmc-cog.org for the Northwest Council's program, and northshorepl@nwmc-cog.org for the North Shore Council's program. The public comment period will close on Tuesday, June 30. *Staff contacts: Kendra Johnson, Matt Pasquini*

Deerfield, Lincolnshire Register for the NWMC Summer Auction

The summer NWMC Surplus Vehicle and Equipment Auction will be held on Tuesday, July 21, 2:00 p.m. at America's Auto Auction, 14001 S. Karlov Avenue in Crestwood. Thank you to the *Villages of Deerfield and Lincolnshire* for committing items for the auction. At this time, we are unsure if the auction will be conducted via in-person bidding or online only. Nevertheless, now is the time to review your fleets and equipment and make plans to sell them for top dollar!

If you can't make the July event, the fall auction will be held on Tuesday, October 20. In addition, America's Auto Auction hosts online sales on par with other government surplus Internet auctions. For questions or additional information, please contact staff or Berry Ellis, 312-371-5993 or berry.ellis@AmericasAutoAuction.com. *Staff contact: Ellen Dayan*

2020 FLIP Summer Series Seeks to Inspire Future Planners

From the desk of Chicago Metropolitan Agency for Planning Executive Director Erin Aleman:

The [Chicago Metropolitan Agency for Planning](#) (CMAP) is hosting a virtual [Future Leaders in Planning](#) (FLIP) program for high school and college students. The Virtual FLIP Summer Series will meet on Thursdays, from July 16-August 6, and cover topics related to the impacts of planning during COVID-19, water resource management, inequalities in urban planning, and urban street festivals.

We are currently seeking high school and college students for this free leadership development program. This is an exciting opportunity to explore the many ways urban planning affects our lives, meet other students with similar interests, and to learn how to make a difference. Interested students can register here. [Registration is open](#) until June 30. *Staff contacts: Kendra Johnson, Matt Pasquini*

Northwest Water Planning Alliance Encourages Membership in WaterSense Program

From the desk of Chicago Metropolitan Agency for Planning Senior Planner Nora Beck:

The [Northwest Water Planning Alliance](#) (NWPA) -- a partnership of five council of governments dedicated to ensuring that dependable supplies of water are available for generations to come -- is encouraging participation in U.S. EPA's WaterSense Program to advance water conservation and efficiency. In May, the organization released a [policy statement](#), which outlines the benefits and resources available to municipalities when they join the program.

Also, consider attending the monthly Technical Advisory Committee meetings to learn more about water issues in the NWPA area. The next meeting, scheduled for Tuesday, June 23 at 10 am, will include a presentation on how reported water use and withdrawal data is used to understand water supply conditions. Register for the virtual meeting [here](#). *Staff contact: Kendra Johnson*

MMC Age Friendly Communities Collaborative to Host Brainstorming Sessions

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

We wanted to notify you of the Age-friendly Brainstorm Session that we are planning for next week. We want to hear your thoughts on the best models to build our capacity and determine together which activities, out of those discussed at our June 4 meeting, would best support your local Age and Dementia-friendly work, whether it is work we can do as staff, with partner organizations, and/or shared resources we can help generate for you. We will be reviewing some interesting case studies from similar collaboratives around the country to get us started. We will be asking you to bring your best ideas about what kinds of help would best advance or implement your local initiatives. We've also invited partners CMAP, AARP Illinois, and Planning/Aging to join us.

Due to scheduling constraints, we have elected to host two sessions, June 25th from 1:00-2:15, and June 26th from 9:00-10:15. Our hope is that two sessions will allow all municipalities that would like to join the opportunity to do so, while also achieving the same goal. We sent all municipalities that expressed interest at our meeting an invite for each session. If you did not receive the invitation but you are interested in joining, please email me at ksmith@mayorscaucus.org with your preferred date and time.

We have also heard from a few of you that you would appreciate a deeper dive into the [AFCC Repository](#). We

have numerous toolkits and resources available and will be adding to it all summer. Please reach out to [LaTiyfa](#) if you would like to be trained on it before our next full meeting. *Staff contact: Mark Fowler*

UIC Seeks Municipal Capstone Projects

From the desk of University of Illinois at Chicago Public Administration Associate Professor James Thompson:
I would be grateful if you could let your members know of the opportunity to submit proposals for Capstone projects for the fall semester. These “learning in action” projects give graduating Master of Public Administration students at the University of Illinois - Chicago the opportunity to work on practical problems with the support of faculty in a real-world situation. Each student team works with a client agency or organization on a particular problem or challenge on which the students’ expertise can be brought to bear. Areas of specialization include financial management, human resource management, program evaluation, and information management. The projects last the entire semester so that there is an opportunity for the students to do in-depth work.

The deadline for project proposals for the fall semester is July 17. The request for proposals, application form, and examples of past projects can be found at the following URL - <https://cuppa.uic.edu/academics/pa/pa-programs/master-public-administration/mpa-capstone/>. Please contact Jim with any questions, jthomp@uic.edu or 312-355-0304. *Staff contact: Mark Fowler*

Meetings and Events

NWMC Executive Board will meet Wednesday, July 22, 8:30 a.m. via videoconference.

NWMC Staff

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Kendra Johnson	Program Associate for Transportation	kjohnson@nwmc-cog.org
Matt Pasquini	Program Associate for Transportation	mpasquini@nwmc-cog.org
Chris Staron	Policy Analyst	cstaron@nwmc-cog.org

Phone: 847-296-9200

www.nwmc-cog.org