



Memorandum

To: Mayor Hagerty and Members of the City Council

From: Erika Storlie, Interim City Manager

Subject: Weekly City Manager's Update

Date: July 24, 2020

STAFF REPORTS BY DEPARTMENT



Weekly Report for July 16, 2020 – July 22, 2020
**There will be no 311 report this week*

City Manager's Office
Weekly Bids Advertised

Community Development
Weekly Zoning Report
Weekly Inspection Report

Health Department
Weekly Food Establishment Application Report

Law Department
Weekly Liquor License Application Report

PUBLIC NOTICES, AGENDAS & MINUTES

Monday, July 27, 2020

Administration and Public Works Committee

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

Wednesday, July 29, 2020

Design and Project Review Committee

www.cityofevanston.org/dapr



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 July 20, 2020

Date: July 24, 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 July 20, 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 20-41 2020 CIPP Sewer Rehabilitation - Contract B	Public Works Agency	Work on this project includes rehabilitation of approximately 1,467 feet of combined sewer main, 36-inch in diameter, using the cured-in-place pipe (CIPP) lining method of rehabilitation. All work is to be completed November 25, 2020.	\$400,000	8/25	9/14

***Released to list of pre-qualified Vendors only – Bid was not advertised.**



Memorandum

To: Honorable Mayor and Members of the City Council
From: Scott Mangum, Planning and Zoning Manager
Subject: Weekly Zoning Report
Date: July 22, 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, July 9, 2020 - July 15, 2020

Backlog (business days received until reviewed): 13

Volume (number of cases pending staff review): 17

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)
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	non-compliant, pending revisions from the applicant
2	1001 Dodge Avenue	R3	Building Permit	Rear porch	06/05/20	pending additional information from the applicant
2	1508 Florence Avenue	R3	Zoning Analysis	Addition to single-family residence, addition to detached garage	07/06/20	pending staff review
3	1212 Judson Avenue	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
4	1125 Wesley Aenue	R3	Building Permit	1-story addition and 3-car detached garage	12/05/19	pending revisions from the applicant
4	1577 Wesley Avenue	R1	Building Permit	New paver patio and retaining wall	06/15/20	pending staff review
4	1633 Asbury Avenue	R1	Building Permit	Replace front steps, fence, misc flat work	07/02/20	pending staff review
4	1333 Maple Avenue	R5	Building Permit	Replace patio and sidewalk (multi-family dwelling)	07/07/20	pending staff review
4	1011 Ridge Court	R1	Zoning Analysis	Rebuild gable roof with cross gable for occupancy in attic, build new stair to attic, interior remodel 1st and 2nd floors	07/08/20	pending additional information from the applicant
4	1414 Maple Avenue	R1	Building Permit	Remove concrete patio, install bluestone patio	07/16/20	pending staff review
4	1011 Ridge Court	R1	Building Permit	Dormers and interior remodel	07/17/20	pending staff review
4	1330 Lake Street	R1	Zoning Analysis	Rebuild detached garage	07/21/20	pending staff review
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	2024 Darrow Avenue	R3	Building Permit	One story addition and porch addition, interior remodel, convert 2-family to single-family dwelling	07/14/20	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	non-compliant, pending planned development application submittal
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	2827 Harrison Street	R1	Building Permit	New detached garage	06/11/20	non-compliant, pending revisions from the applicant
6	2426 Hartzell Street	R1	Building Permit	Enlarge deck, cover deck with roof	06/24/20	pending additional information from the applicant
6	3321 Colfax Street	R1	Building Permit	Brick patio and walk	06/30/20	pending revisions from the applicant
6	1011 Ridge Court	R1	Zoning Analysis	Alter roof, raise height, new front porch, rear deck, interior alteration	07/08/20	pending additional information from the applicant
6	2643 Lincolnwood Drive	R1	Building Permit	2nd-story addition, rear addition, and interior renovation	07/15/20	pending staff review
6	2830 Harrison Street	R1	Zoning Analysis	Chicken coop	07/15/20	pending staff review
6	2831 Hartzell Avenue	R1	Zoning Analysis	New single-family residence	07/15/20	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	variation approved, pending submittal of digital version of permit
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	non-compliant, pending revisions from the applicant
7	1323 Lincoln Street	R1	Building Permit	Detached 2-car garage	06/04/20	non-compliant, pending revisions from the applicant
7	2510 Green Bay Road	B1a/oCS C	Building Permit	Roof mounted solar panels	07/07/20	pending additional information from the applicant
7	2775 Prairie Avenue	R3	Building Permit	Addition, screened porch, and interior remodel	07/13/20	pending staff review
7	2342 Ridge Avenue	R1	Building Permit	Reconstruct and expand 2nd story dormers	07/21/20	pending staff review
8	233 Richmond Avenue	R2	Building Permit	New concrete patio, exterior landing and stairs	07/13/20	pending staff review
8	1013 Harvard Terrace	R2	Building Permit	Addition and interior renovation	07/13/20	pending staff review
8	420 Darrow Street	R1	Building Permit	Garage and slab	07/16/20	pending staff review
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
9	1315 Seward Street	R3	Building Permit	Replace back porch and deck	07/10/20	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	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 (Jane Perlman Apartments)	06/16/20	pending DAPR, PC
2	1600 Dodge Avenue	R2	Minor Variation	Building height for a detached accessory structure, 40' tall band instruction tower, ETHS	06/29/20	determination after 07/16/20
2	1206 Florence Avenue	R3	Minor Variation	Interior side yard setback at 2nd story addition over existing 1st story	07/13/20	determination after 08/07/20
2	1168 Dodge Avenue	C1	Substitution of Special Use	Rosiat's Pizza taking over former Papa Romeo's Pizza space	07/15/20	determination after 08/11/20
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	pending ZBA
6	2909 Colfax Street	R1	Major Variation	New alley accessible garage and use of driveway off Colfax Street for open off-street parking	07/10/20	pending DAPR, ZBA
6	2307 Harrison Street	R1	Minor Variation	Building lot coverage for constructing a roof over an existing deck to create a screened-in porch	07/14/20	determination after 08/07/20
7	2404 Ridge Avenue	R1	Plat of Subdivision	Subdivide zoning lot into 2 lots	06/26/20	pending staff review
7	1800 Central Street	B1a/oCS	Major Variation	Rear yard setback, zero setback between 1st and 2nd floors, and no parking spaces for 2nd floor addition for a 2-bedroom dwelling unit	07/10/20	pending ZBA
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 P&D, CC
8	1009 Harvard Terrace	R2	Minor Variation	Rear yard setback to detached garage (underconstruction)	07/09/20	determination after 08/04/20



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: July 24, 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.

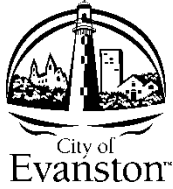
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update

Cases Received, July 24, 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 preparations for the athletic fields and parking lot continue. Site is being maintained.	7/22/2020
2	1815 Ridge Avenue	Senior Living Facility	Level one deck is being erected. Site is being maintained	7/22/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Foundation backfill is being completed. Interior renovation in main building continues. Construction fence and streets around site are in good order. Site is being maintained.	7/22/2020
4	1555 Ridge	Multi-Family Building	Construction fence is being installed.	7/22/2020



Memorandum

To: Honorable Mayor and Members of the City Council

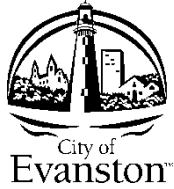
From: Ike Ogbo, Director, Department of Health & Human Services

Subject: Food Establishment License Application Weekly Report

Date: July 24, 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 Permit Issuance & Inspections
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	Gui de post 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	Pal mhouse 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: July 24, 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 JULY 24, 2020

#StayHomeSaveLives #AllInIllinois

Executive Board Talks CARES Act Funding, Approves Service Resolutions

The NWMC Executive Board met virtually on Wednesday and received the latest update on coronavirus CARES Act funding distributions from counties to municipalities (see article below). Members also discussed the City of Chicago's COVID-19 Regional Recovery Task Force [Advisory Report](#), which identifies seventeen recommendations across five core priorities focused on mid- to long-term recovery (i.e. next three years). The advisory report, while mostly city-focused, outlines opportunities for regional cooperation and best practices that can be applied to all municipalities. As a member of the Regional Coordination Working Group, *NWMC President and Lake Bluff Village President Kathleen O'Hara* has volunteered to serve on the task force implementation team focusing on economic development.

In other business, the Executive Board unanimously approved service resolutions honoring *Bannockburn Village Manager Maria Lasday* and *Hoffman Estates Village Manager Jim Norris*, who will retire in the next two months. We thank them for their service to the organization and wish them well in their retirements! Finally, members discussed development of the Northwest and North Shore Councils of Mayors Surface Transportation Programs and public comments received in advance of final program approval in September. *Staff contacts: Mark Fowler, Larry Bury*

NWMC Here to Help Update

On Thursday, staff sent the 18th 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 *Hoffman Estates, Schaumburg, ComEd* and NWMC Surveys.

On Tuesday, the Cook County Bureau of Finance Project Management Office (PMO) hosted the first in a series of webinars to support municipalities as they complete their CARES Act funding applications. The weekly webinars will repeat every Tuesday at 10:00 a.m. through August 31 to ensure that all Cook County communities have a chance to participate and ask questions. To access the webinars, please visit the main CARES Act information page for local governments, <https://www.cookcountyil.gov/service/cares-act-information-local-governments>. During each webinar, the PMO team will provide information on the eligibility of COVID-19 related expenses as well as guidance on how to adequately complete the Coronavirus Relief Fund (CRF) application. Recommended attendees include mayors, city managers and relevant finance or grants staff. PMO staff will be available to answer questions related to CRF eligibility and the Cook County funding process.

Lake County also this week issued its detailed list of CARES Act allocations by municipality. The county has committed \$9 million to municipalities for reimbursement of COVID-19 related expenses. Questions on the county's allocations or reimbursement process can be sent to municipalreimbursement@lakecountyil.gov. As previously reported, the DuPage County Board has allocated \$54.81 per capita for reimbursement of expenses and Kane County is close to finalizing an agreement that would allocate approximately \$78.00 per capita. Staff will provide updates as they are received.

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*

NWMC Summer Auction a Bright Spot – Thank You Lincolnshire and Skokie!

The summer NWMC Surplus Vehicle and Equipment Auction was successfully held on Tuesday, July 21 at America's Auto Auction in Crestwood. Thank you to *Lincolnshire, Skokie* and Carol Stream for participating. The last live auction for the year is set for Tuesday, October 20. In addition, America's Auto Auction hosts online sales on par with other government surplus Internet auctions, so members can sell vehicles at any time during the year. For questions or additional information, please contact staff or Berry Ellis, berry.ellis@americasautoauction.com or 312-371-5993. *Staff contact: Ellen Dayan*

Northwest Council of Mayors Soliciting Nominations for Technical Committee Vacancy

Due to the upcoming retirement of *Hoffman Estates Village Manager Jim Norris*, the Northwest Council of Mayors Technical Committee will have a vacancy beginning in August. Staff previously emailed nomination forms to members of the Northwest Council of Mayors seeking eligible managers or administrators to fill the position. Nominations are due by Friday, August 7 and nominees will be presented to the Technical Committee for discussion and final recommendation. The recommended nominee will be presented to the full Northwest Council of Mayors and the NWMC President for approval at the September NWMC Board meeting. Please contact NWMC Program Associate for Transportation Kendra Johnson, kjohnson@nwmc-cog.org with any questions. *Staff contact: Kendra Johnson*

Metra Seeks Injunction to Maintain UP Service

On July 21, Metra issued a news release detailing their request for a preliminary injunction to the Surface Transportation Board (STB) to prevent Union Pacific Railroad (UP) from taking planned steps that would “degrade or halt commuter rail service on its three lines in the Metra system.” A preliminary injunction would require UP to continue to perform all the functions it has been providing under the current purchase-of-service agreement on the UP North, Northwest and West lines, thereby guaranteeing uninterrupted service for nearly 45,000 riders (pre-COVID 19). For more information, please see the press release available on [Metra's website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

U.S. EPA Announces New Funding for Water Infrastructure Projects

This week, the United States Environmental Protection Agency (EPA) announced the availability of \$6 billion in new funding for water infrastructure projects of regional and national significance. The funding is available through the EPA's Water Infrastructure Finance and Innovation Act (WIFIA) program, which facilitates investment in diverse water infrastructure projects in local communities both large and small. The funding will prioritize projects in three areas: updating aging infrastructure; reducing exposure to lead and addressing emerging contaminants; and, water reuse and recycling. More information about the program will be provided through a [webinar](#) scheduled for Tuesday, July 28 at 1:00 p.m. To register for the webinar and to learn more about the program, please visit the [EPA's website](#). *Staff contact: Kendra Johnson*

Rebuild Illinois Bond Grants Second Installment

The Illinois Department of Transportation (IDOT) will provide local public agencies with the second installment of the \$1.5 billion grant program from the local government component of the REBUILD ILLINOIS capital bill program. This second installment consists of \$250 million that will be distributed based on the regular Motor Fuel Tax (MFT) formula. The \$250 million is not MFT distributions, rather, it consists of grants made from bond sale proceeds that must be deposited into the local public agencies' MFT account and expended as directed in [CL 2020-11](#). This installment will be disbursed primarily through mailed checks from the Illinois Comptroller's Office, with local public agencies receiving the funds by the end of July. *Staff contacts: Kendra Johnson, Matt Pasquini*

Last Call for U.S. DOT Virtual Pedestrian Safety Summit

The U.S. Department of Transportation is hosting a virtual summit on pedestrian safety through a series of webinars, the last of which will be held on Tuesday, July 28 at noon. The summit will provide a platform to engage in and learn about pedestrian safety issues and priorities, including related initiatives, resources and actions. It will also include remarks from Federal Highway Administration Administrator Nicole R. Nason and National Highway Traffic Administration Deputy Administrator James C. Owens, in addition to other guest speakers from leading transportation safety organizations. For more information and to register, please visit the [virtual summit website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

Meetings and Events

NWMC Local Government Communicators Committee will meet Wednesday, July 29, 1:00 p.m. via videoconference.

NWMC Bicycle & Pedestrian Committee will meet Tuesday, August 11, 10:30 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

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www.nwmc-cog.org