



Memorandum

To: Mayor Hagerty and Members of the City Council
From: Erika Storlie, Interim City Manager
Subject: Weekly City Manager's Update
Date: July 31, 2020

STAFF REPORTS BY DEPARTMENT



Weekly Report for July 23, 2020 – July 29, 2020
**There will be no 311 report this week*

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule
Monthly Financial Report – May 2020

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, August 3, 2020

Rules Committee

<http://www.cityofevanston.org/rules>

Human Services Committee

www.cityofevanston.org/humanservices

Tuesday, August 4, 2020

Public Arts Subcommittee

www.cityofevanston.org/artsCouncil

Zoning Board of Appeals

www.cityofevanston.org/zoningboard

Wednesday, August 5, 2020

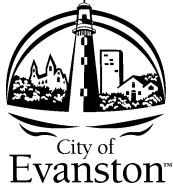
Design and Project Review Committee

www.cityofevanston.org/dapr

Thursday, August 6, 2020

Housing and Homelessness Commission

www.cityofevanston.org/housingcommission



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 27, 2020

Date: July 31, 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 27, 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- 40 Citywide Tree Removal Various Sizes	Public Works Agency	Work on this project includes the removal 30 various size trees, the grinding of each tree stump, the removal of debris and the restoration of the parkway with soil and grass seed.	\$75,000	8/18	9/14
Bid 20-42 Sewer Root Treatment	Public Works Agency	Work on this project includes application of a foaming herbicide to kill root intrusions in approximately 65,995 feet of sewer mains throughout the City's combined sewer system over three years. 21,895 feet of root treatment shall be completed by November 20, 2020 or within 60 days of the Agreement Date, whichever is later. The remaining sewers shall be completed in 2021 and 2022.	\$175,000	8/25	9/28

City Council Agenda Schedule

Printed from Asana

August 10

Ike Ogbo: Emergency Food Pantry

Department: Health
Council Action: SPB
Council or Committee: CC

Johanna Nyden: CARES Act funding, CDBG-CV Micro-enterprise grant/loan program

Department: Community Dev
Council Action: SPB
Council or Committee: CC

100th Anniversary of the Ratification of the 19th Amendment - August 26, 2020

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

Hitesh Desai: Budget Update

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

Hitesh Desai: Intergovernmental Agreement with Cook County for Coronavirus Relief Funds

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

Luke Stowe: Parking Lease Renewal with USPS

Department: Admin Serv
Council Action: Res
Council or Committee: APW

Lawrence C. Hemingway: Honorary Street Name

Department: Parks & Rec
Council Action: Bus
Council or Committee: APW

Kelley Gandurski: 62-R-20 Eviction Moratorium

Department: Law
Council Action: Res
Council or Committee: APW

David Stoneback: Resolution 67-R-20 for pollinator habitat grant

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

David Stoneback: Award of Engineering services for Chicago Ave Corridor Improvements

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

Luke Stowe: Funding for Emergency Repairs to Fire Truck

Department: Admin Serv
Council Action: Bus
Council or Committee: APW

- David Stoneback:** Award of the Shoreline Stabilization Contract
 - Department: Public Works
 - Council Action: Bus
 - Council or Committee: APW

- David Stoneback:** Approval to purchase Park Signs
 - Department: Public Works
 - Council Action: Bus
 - Council or Committee: APW

- David Stoneback:** Contract renewal for Leaf Hauling
 - Department: Public Works
 - Council Action: Bus
 - Council or Committee: APW

- David Stoneback:** Cook County Grant for Animal Shelter discussion
 - Department: Public Works
 - Council Action: Disc
 - Council or Committee: APW

- Luke Stowe:** Parking amendment - Greenwood
 - Department: Admin Serv
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Introduction

- David Stoneback:** Award of water quality Lab renovation
 - Department: Public Works
 - Council Action: Bus
 - Council or Committee: APW

- Kelley Gandurski:** State of Emergency
 - Department: Law
 - Council Action: Res
 - Council or Committee: APW

- Kimberly Richardson:** ComEd Infrastructure Maintenance Fee
 - Department: CMO
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Introduction

- Kimberly Richardson:** Modification of the Commercial Solid Waste Franchise Administrative Fee
 - Department: CMO
 - Council Action: Disc
 - Council or Committee: APW

September 14

- Hitesh Desai:** Amusement Tax Discussion
 - Department: CMO
 - Council Action: Disc
 - Council or Committee: CC

- Luke Stowe:** Ordinance for Adding Fees for EV Parking Spaces (in 2021)
 - Department: Admin Serv
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Introduction

September 28

October 12

October 26

November 9

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

Department: Community Dev

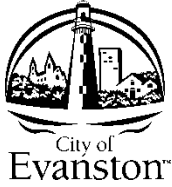
Council Action: Ord

Council or Committee: PD

Action: For Action

November 23

December 14



Memorandum

To: Erika Storlie, City Manager

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

Subject: May 2020 Monthly Financial Report

Date: July 31, 2020

Please find attached the unaudited financial statements as of May 31, 2020. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

May 2020	Revenue	Expense	Net	Fund Balance	Cash Balance
100 GENERAL FUND	45,150,341	47,941,615	(2,791,274)	12,877,460	10,053,107
175 GENERAL ASSISTANCE FUND	509,500	484,187	25,313	388,352	388,352
176 HEALTH AND HUMAN SERVICES	2,019,598	581,579	1,438,018	1,468,777	1,468,777
177 REPARATIONS FUND	5,500	-	5,500	6,835	6,835
180 GOOD NEIGHBOR FUND	1,001,410	364,880	636,531	889,075	889,075
185 LIBRARY FUND	3,842,916	3,141,060	701,856	2,771,499	2,770,967
186 LIBRARY DEBT SERVICE FUND	240,000	-	240,000	241,144	241,144
187 LIBRARY CAPITAL IMPROVEMENT FD	-	-	-	1,378,484	1,378,484
200 MOTOR FUEL TAX FUND	2,078,082	844,098	1,233,983	3,903,015	3,576,046
205 EMERGENCY TELEPHONE (E911) FUND	572,811	531,737	41,074	1,312,034	928,285
210 SPECIAL SERVICE AREA (SSA) #4	-	-	-	(226,193)	(226,193)
215 CDBG FUND	107,625	340,448	(232,823)	(169,526)	(169,526)
220 CDBG LOAN FUND	21,930	61,694	(39,764)	187,621	187,621
235 NEIGHBORHOOD IMPROVEMENT	278	43	234	172,099	172,099
240 HOME FUND	89,166	65,758	23,409	30,934	30,934
250 AFFORDABLE HOUSING FUND	85,428	79,474	5,954	3,931,557	4,060,058
320 DEBT SERVICE FUND	7,062,119	5	7,062,114	7,479,545	7,502,568
330 HOWARD-RIDGE TIF FUND	404,530	229,133	175,397	2,300,162	2,300,851
335 WEST EVANSTON TIF FUND	367,115	56,259	310,856	1,021,332	1,021,332
340 DEMPSTER-DODGE TIF FUND	109,618	69,114	40,505	148,308	148,308
345 CHICAGO-MAIN TIF	343,474	108,596	234,879	921,632	921,632
350 SPECIAL SERVICE AREA (SSA) #6	124,232	0	124,231	129,573	129,573
415 CAPITAL IMPROVEMENTS FUND	213,913	2,307,046	(2,093,133)	10,567,113	11,485,647
416 CROWN CONSTRUCTION FUND	1,077,762	2,972,711	(1,894,949)	5,751,202	9,611,455
417 CROWN COMMUNITY CTR MAINTENANCE	72,917	-	72,917	72,917	72,917
420 SPECIAL ASSESSMENT FUND	108,006	199,163	(91,156)	2,836,649	2,833,466
505 PARKING SYSTEM FUND	3,581,574	4,540,538	(958,964)	1,417,026	1,569,307
510 WATER FUND	10,863,746	8,372,403	2,491,343	5,560,041	5,873,323
515 SEWER FUND	3,916,291	4,009,593	(93,302)	4,884,670	3,527,638
520 SOLID WASTE FUND	2,423,731	2,123,214	300,517	(239,014)	(861,290)
600 FLEET SERVICES FUND	1,291,123	1,105,690	185,432	300,907	(900,202)
601 EQUIPMENT REPLACEMENT FUND	630,208	1,331,113	(700,905)	204,045	(68,919)
605 INSURANCE FUND	8,085,034	8,210,371	(125,337)	(11,718,435)	(6,512,868)
Grand Total	96,399,977	90,071,521	6,328,456	60,800,840	64,410,802

Please note that the attached supporting documents have been updated to show further fund analysis.

Included above are ending fund and cash balances as of May 31, 2020. Cash balance represents liquid cash and/or invested assets which can be used (or easily sold) to support and fund current operations. Fund balance includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses. All fund balances are unaudited.

Covid-19

Staff continues to monitor the impact of Covid-19 on the City's finances.

General Fund

The unaudited financial statements show the General Fund as of May 31, 2020 with a fund balance of \$12,877,460 and cash balance of \$ 10,053,107. The attached financials show year-end General Fund revenues at 38.00% of budget and expenses at 40.91% of budget. These are near target of 41%.

As of May 31, 47.51% of property tax revenue to the General Fund has been received. The second installment of property taxes is received in July and August. Expenses are near target, as January through May are typically slower months for program spending and overtime. The mild winter weather in these months helped keep costs low.

Staff continues to monitor Police and Fire overtime expenses. Through May, Police had spent 29% of budget for overtime, and Fire had spent 104% of budget. For Police, this is below target of 41%, as January through May tend to be slower months. May also saw the start of the pandemic which reduced overtime. Overtime is higher in Fire Department due to continuing vacancies in the department that require hirebacks to maintain minimum staffing. Overtime is typically higher in the summer months.

Overtime Expenses	2019 Actual	2020 Budget	2020 YTD	% Budget
Police	\$1,485,193	\$1,486,784	\$306,520	20.6%
Fire	\$1,380,088	\$859,956	\$427,073	49.7%

Enterprise Funds

Parking fund revenues through May 31, 2020 are at 27.52% of budget and expenses are at 33.98%. The 2019 ending fund balance was \$2,375,989.

Through May 31, 2020, the Water Fund appears low on revenue and expenses. This is because capital projects funded with IEPA loan have been delayed. These projects are budgeted in Other Revenue and expenses in Capital Outlay. The 2019 ending fund balance was \$3,068,697.

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

Through May 31, 2020, the Sewer Fund also appears low on expenses due to capital projects. Majority of work will be performed later in the year on these projects. These projects are primarily funded through IEPA loan financing, budgeted as Other Revenue. The 2019 ending fund balance was \$4,997,971.

Through May 31, 2020, the Solid Waste Fund has a negative fund balance of \$239,014, and a negative cash balance of \$861,290. The fund ended 2019 with a surplus of \$559,718, bringing it to an ending balance of negative \$539,532.

Other Funds

Through May 31, 2020, the SSA #4 Fund is showing a negative fund balance of \$226,193 and negative cash balance of \$226,193.

Through May 31, 2020, the Capital Improvements Fund is showing a fund balance of \$10,567,113 and a cash balance of \$ 11,485,647. The fund continues to spend down 2019B bond proceeds received in June 2019.


Through May 31, 2020, the Crown Construction fund is showing fund balance of \$5,751,202 and cash balance of \$9,611,455. The fund continues to spend down balances from bond proceeds and gifts from the Friends of Robert Crown in 2019.

Through May 31, 2020, the Insurance Fund is showing a negative fund balance of \$11,718,435 and a negative cash balance of \$ 6,512,868. Fund balance is significantly lower than cash balance due to accrued liabilities for pending litigations.

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

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

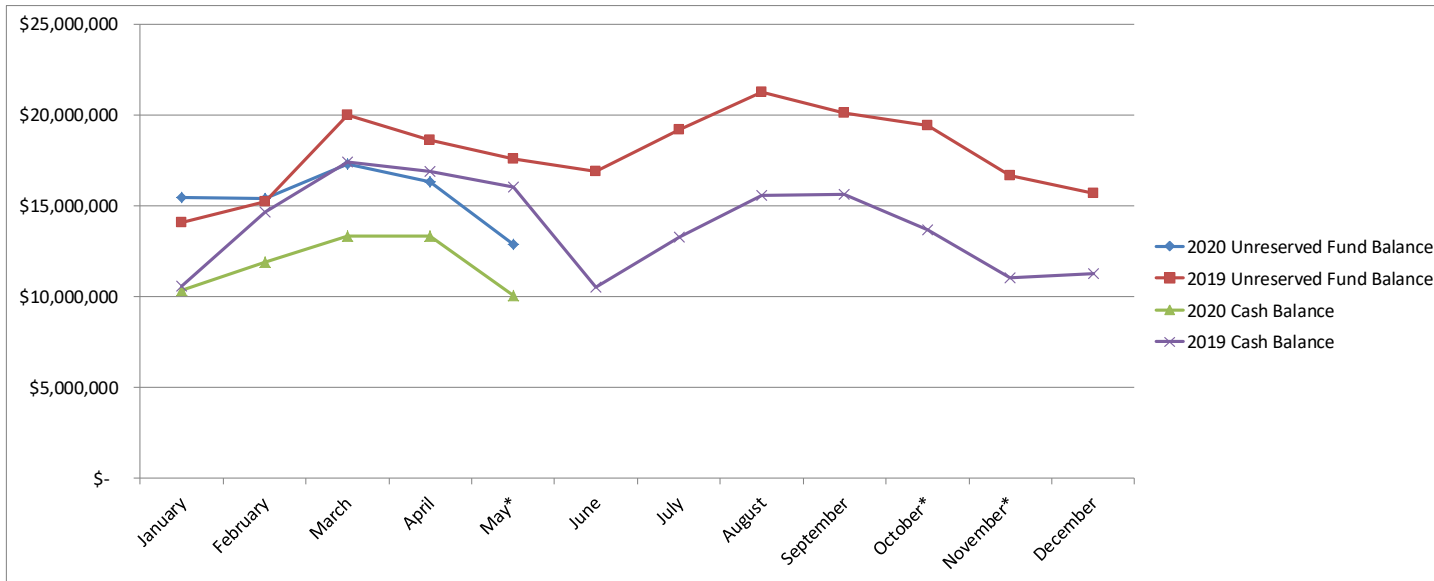
As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the May 31, 2020 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

2020 and 2019 Fund and Cash Balance - General Fund

	January	February	March	April	May*	June	July	August	September	October*	November*	December
2020 Unreserved Fund Balance	\$ 15,446,541	\$ 15,394,886	\$ 17,267,642	\$ 16,294,341	\$ 12,877,460							
2019 Unreserved Fund Balance	\$ 14,074,270	\$ 15,248,569	\$ 19,960,779	\$ 18,594,617	\$ 17,601,206	\$ 16,913,780	\$ 19,181,628	\$ 21,272,425	\$ 20,103,645	\$ 19,396,425	\$ 16,634,199	\$ 15,668,734
2020 Cash Balance	\$ 10,333,157	\$ 11,915,776	\$ 13,307,450	\$ 13,351,609	\$ 10,053,107							
2019 Cash Balance	\$ 10,603,771	\$ 14,634,340	\$ 17,403,563	\$ 16,875,201	\$ 16,013,733	\$ 10,547,544	\$ 13,286,786	\$ 15,561,077	\$ 15,627,196	\$ 13,669,397	\$ 11,039,528	\$ 11,290,625



*In 2020, May and October have 3 paydays. In 2019, May and November had 3 paydays.

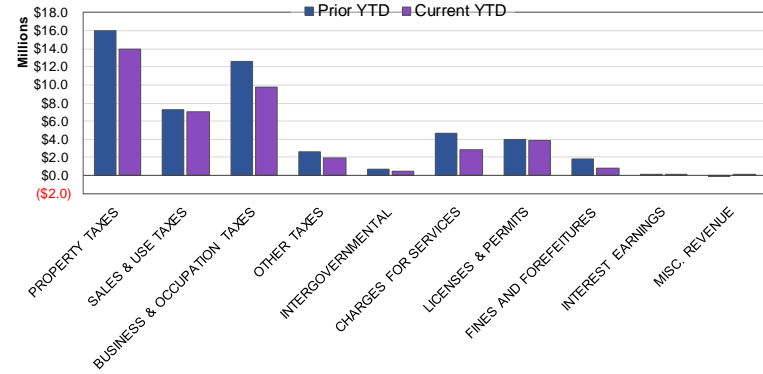
GENERAL FUND Revenue Dashboard Summary

For the Period Ending May 31, 2020

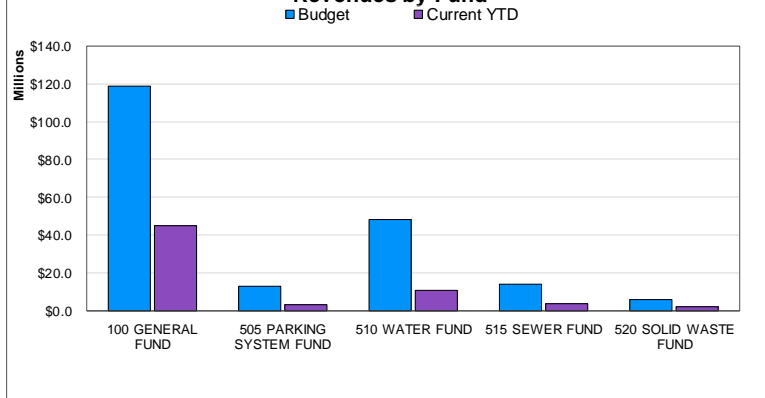
Top 10 GENERAL FUND Sources of Revenue (YTD)

Pension Property Tax	\$9,763,601
Property Taxes	\$4,186,342
Sales Tax - Basic	\$3,741,902
State Income Tax	\$3,207,643
Building Permits	\$2,662,874
Sales Tax - Home Rule	\$2,445,342
Recreation Program Fees	\$1,393,649
Parking Tax	\$1,235,794
Electric Utility Tax	\$1,190,217
Liquor Tax	\$1,140,828

General Fund Revenue by Source



Revenues by Fund



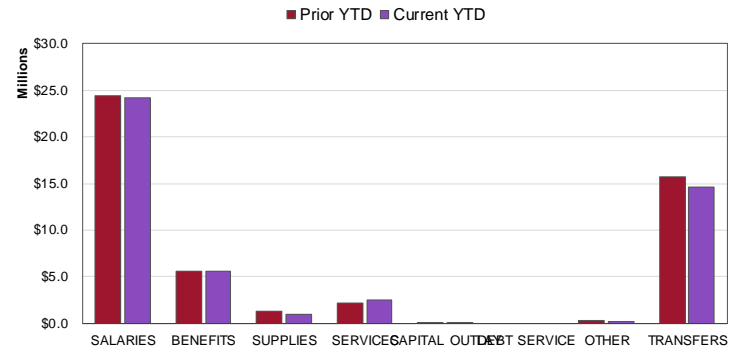
GENERAL FUND Expenditure Dashboard Summary

For the Period Ending May 31, 2020

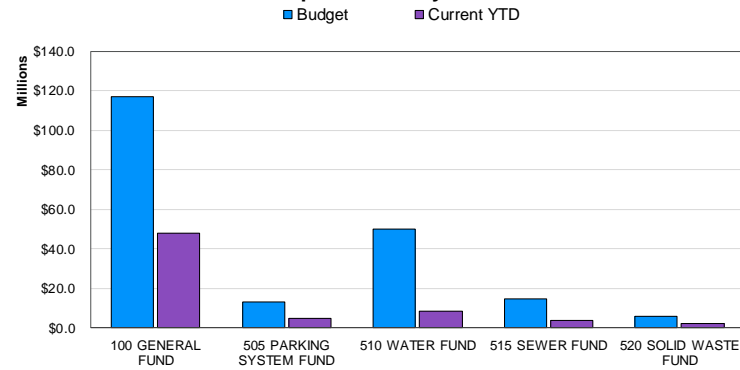
Top 10 GENERAL FUND Expenditures by Department (YTD)

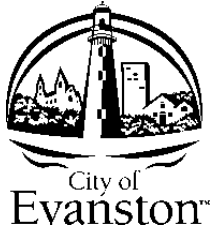
Police	\$17,812,235
Fire Mgmt & Support	\$11,838,040
Public Works Agency	\$4,774,108
Administrative Services	\$3,772,020
City Manager'S Office	\$3,714,962
Parks, Rec. And Community Serv.	\$3,543,282
Community Development	\$1,307,834
From Parking Fund	\$1,238,496
From Water Fund-Roi	\$1,075,459
Health	\$696,384

General Fund Expenditures by Object



Expenditures by Fund





Memorandum

To: Honorable Mayor and Members of the City Council
From: Scott Mangum, Planning and Zoning Manager
Subject: Weekly Zoning Report
Date: July 29, 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 23, 2020 - July 29, 2020

Backlog (business days received until reviewed): 18

Volume (number of cases pending staff review): 14

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
3	1314 Judson Avenue	R1	Zoning Analysis	Dormer replace and addition to existing detached garage	07/29/20	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	1577 Wesley Avenue	R1	Building Permit	New paver patio and retaining wall	06/15/20	pending revisions from the applicant
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	1023 Garnett Place	R4a	Building Permit	Interior remodel of basement dwelling unit	07/29/20	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	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	2312 Prospect	R1	Building Permit	Deck and reduce size of existing driveway and replace concrete with paver bricks	07/14/20	non-compliant, pending revisions and additional information from the applicant
6	2339 Hastings Avenue	R1	Building Permit	Addition, interior remodel, and new detached garage	07/27/20	pending additional information from the applicant
6	2708 Hartzell Street	R1	Building Permit	Detached garage	07/28/20	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	2342 Ridge Avenue	R1	Building Permit	Reconstruct and expand 2nd story dormers	07/21/20	pending staff review
7	2753 Girard Avenue	R1	Building Permit	Paver patio installation	07/28/20	pending staff review
7	2207 Pioneer Road	R1	Building Permit	Detached garage	07/28/20	pending staff review
8	1013 Harvard Terrace	R2	Building Permit	Addition and interior renovation	07/13/20	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	1120 Cleveland Street	R2	Building Permit	Paver patio installation	07/24/20	pending staff review
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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 08/05/20, PC
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 revisions from the applicant
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 08/04/20
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 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 31, 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.

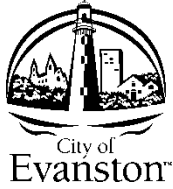
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update

Cases Received, July 31, 2020

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
4	1801 Main Street (Robert Crown)	Recreation Facility	Concrete, landscape and parking lot installations continue. Mobilization for artificial turf installation has started. Site is being maintained.	7/29/2020
2	1815 Ridge Avenue	Senior Living Facility	First floor deck pours have been completed. Second floor is being prepared for concrete. Site and streets are in good order. Site is being maintained	7/29/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Curb cut and construction entrance from Ridge has been installed. Construction fence and streets around site are in good order. Site is being maintained.	7/29/2020
4	1555 Ridge	Multi-Family Building	Construction fence is being installed. Construction Management Plan has been finalized and will be posted to the city website.	7/29/2020



Memorandum

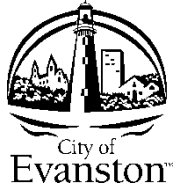
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: July 31, 2020

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	Guidepost 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	Palmhouse 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 31, 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 31, 2020

#StayHomeSaveLives #AllInIllinois

NWMC Here to Help Update

On Tuesday, the Cook County Bureau of Finance Project Management Office (PMO) hosted the second 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. Please note that next week's webinar will focus on applying for Federal Emergency Management Agency (FEMA) funding, which covers up to 75% of pandemic related costs.

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.

On Monday, Lake County passed an additional \$75 million appropriation for COVID-19 recovery, bringing the total expended by the county to date of \$105 million. Of the \$121.5 million received in April by the county from the CARES Act, \$9 million will be distributed 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 \$51.84 per capita for reimbursement of expenses and Kane County's Coronavirus Relief Fund Task Force has proposed an agreement that would allocate \$78.52 per capita. Staff will provide updates as they are received.

On Friday, July 24, Governor JB Pritzker issued a new [proclamation](#) that extends the statewide emergency declaration through August 22 as well as a new [executive order](#) to extend the Phase 4 orders. Additionally, on Wednesday, he issued [guidance](#) pertaining "to all youth and adult recreational sports, including, but not limited to, school-based sports (IHSA & IESA), travel clubs, private leagues and clubs, recreational leagues and centers, and park district sports programs." This guidance becomes effective on Saturday, August 15.

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 for Northwest Council of Mayors Technical Committee Nominations

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 on August 28. The recommended nominee will be presented to the full Northwest Council of Mayors and the NWMC President for approval at the September 9 NWMC Board meeting. *Staff contact: Kendra Johnson*

SPC Extends 2020 Chevrolet Bolt Electric Vehicle Contract

The SPC Governing Board recently requested the second of three possible, one-year contract extensions with a model year rollover on the 2021 Chevrolet Bolt Electric Vehicle Plus Option Packages and Other Options (Contract #175) with Currie Motors Chevrolet. However, General Motors is developing a new body style for the 2021 Bolt and production will not begin until spring 2021. Therefore, the SPC has agreed to extend the 2020

Bolt agreement through the end of Chevrolet’s 2020 production cut-off date of August 20. Stock purchases will be allowed through Currie Motors Chevrolet on the SPC contract until they are depleted. For questions or additional information, please contact staff or Tom Colgan, 630-877-5076 or tom@curriemotors.com. *Staff contact: Ellen Dayan*

SPC Extends Type III Medium Duty Ambulance Contracts

The Suburban Purchasing Cooperative (SPC) Governing Board has approved the second of four (4), one-year contract extensions on the 2021 Type III Medium Duty Ambulance (Contract #177) to both Foster Coach of Sterling and Fire Service, Inc. of Naperville. The contract runs from July 17, 2020 through July 16, 2021 and contains the following price increases:

Chassis	Foster Coach		Fire Service	
	2020	2021	2020	2021
2022 Ford E-450 7.3 Liter V-8 Gas Engine	\$266,906.00	\$272,768.00	\$264,238.00	\$272,165.00
2021 Chevrolet G-4500 6.0 Liter V-8 Gas Engine	\$261,939.00	\$267,527.00	\$261,189.00	\$269,024.00

Please note that Foster Coach is offering prepayment discounts of \$4,035.00 on the Ford E450 and \$3,958.00 on the Chevrolet G-4500. For questions or additional information, please contact staff or Foster Coach Vice President PJ Foster, 800-369-4215, ext. 7, 630-470-5687 or pj@fostercoach.com and Fire Service, Inc. Vice President Jeff LeBeda, 630-546-5232 or jeff@fireserviceinc.com. *Staff contact: Ellen Dayan*

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. To view distributions by agency, please visit the [IDOT website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

MPC to Host COVID-19 Mayors Panel

On Thursday, August 6, the Metropolitan Planning Council (MPC) is hosting a virtual event entitled “Understanding the Impact of COVID-19 on Chicagoland Communities; Stories from the Suburbs – A Mayors’ Panel on COVID-19 and its Effects.” This free event will be held from 9:30 a.m. to 11:00 a.m. and will be conducted via Zoom.

According to the event description, “COVID-19 has been a traumatic and revealing experience for everyone, but in drastically different ways from one community to another. In some, death and unemployment are all too real. In others, the economic slowdown has crippled needed tax revenue for providing government services now and into the future. Race, income inequality, and underlying tax policy play a big part in determining what kind of experience has played out where. This event will explore those dynamics through stories directly from current and former mayors from throughout Northeastern Illinois. This event is part one of our Understanding the impact of COVID-19 on Chicagoland Communities series...This multi-part series from the Metropolitan Planning Council, University of Chicago Harris School of Public Policy, and the University of Illinois at Chicago College of Urban Planning and Public Affairs will explore systemic changes in governance and tax policy needed now more than ever. Please visit <https://www.metroplanning.org/events/> for more information and to register for the event. *Staff contact: Mark Fowler*

RTA Seeking Public Comments on New Capital Improvement Framework

The Regional Transportation Authority (RTA) is seeking public comment on its new regional [Framework for Transit Capital Improvements](#) through Friday, August 28. Prepared by RTA staff in partnership with the Chicago Transit Authority, Metra and Pace, the draft [framework](#) is intended to improve transparency in how public transit projects are chosen and funded in northeastern Illinois. Comments can be submitted to Communications@RTAChicago.org. *Staff contacts: Kendra Johnson, Matt Pasquini*

IDOT Announces 2020 Illinois Transportation Enhancement Program

The Illinois Department of Transportation (IDOT) will be accepting applications for the Illinois Transportation Enhancement Program (ITEP) beginning on August 21. The ITEP provides funding for community-based projects that expand travel options and enhance the transportation experience by improving the cultural, historic, aesthetic and environmental aspects of our transportation infrastructure.

Applications are due to IDOT at 4:30 p.m. CST on November 2. Further guidance and requirements for the upcoming cycle is available on the [ITEP website](#). Interested applicants can also attend [webinars](#) hosted by the Active Transportation Alliance and the Illinois Public Health Institute, the next of which will be held in late August and September. All other ITEP questions may be directed to DOT.ITEP@Illinois.gov. *Staff contacts: Kendra Johnson, Matt Pasquini*

Last Chance to Submit FLAP Applications

The application period for the Federal Highway Administration's (FHWA) Eastern Federal Lands Division's Federal Lands Access Program (FLAP) closes on Monday, August 3. FLAP provides funding for transportation projects located on, adjacent to, or that provide access to federal lands. Eligible projects include transportation planning, research, engineering, preventative maintenance, rehabilitation, restoration, construction, or reconstruction of federal land access facilities. Applications should be submitted via email to the FHWA Eastern Federal Lands Highway Division Access Program Manager, EFL.planning@dot.gov. For more information and application materials, please visit [FHWA's Call for Projects website](#), or contact Stephane B. Seck-Birhame, Bablibile.Seck@illinois.gov. *Staff contacts: Kendra Johnson, Matt Pasquini*

MWRD Opens Green Infrastructure Call for Projects

The Metropolitan Water Reclamation District of Greater Chicago (MWRD) has opened its 2020 Green Infrastructure Partnership Call for Projects. The program is open to municipalities, townships, school districts, park districts and other governmental organizations to help alleviate flooding within MWRD's corporate boundaries through green infrastructure (GI) projects.

MWRD will provide partial funding toward construction of selected GI installations on public property, and partner organizations are expected to provide long-term maintenance of the projects. The 2020 application is available by visiting [MWRD's website](#), along with eligibility requirements and submittal instructions. Applications are due by Sunday, August 30 at 11:59 p.m. and questions can be directed to Holly Sauter, SauterH@mwrld.org. *Staff contact: Kendra Johnson*

Meetings and Events

NWMC Bicycle & Pedestrian Committee will meet Tuesday, August 11, 10:30 a.m. via videoconference.

NWMC Staff

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Phone: 847-296-9200

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