



Memorandum

To: Mayor Hagerty and Members of the City Council
From: Erika Storlie, Interim City Manager
Subject: Weekly City Manager's Update
Date: August 21, 2020

STAFF REPORTS BY DEPARTMENT



Weekly Report for August 13, 2020 – August 19, 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

Wednesday, August 26, 2020

Design and Project Review Committee

www.cityofevanston.org/dapr

Transportation & Parking Committee

www.cityofevanston.org/transandparking

Friday, August 28, 2020

Reparations Subcommittee

<https://www.cityofevanston.org/reparationssubcommittee>



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 August 17, 2020

Date: August 21, 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 August 17, 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 20-44 Water Treatment Chemicals	Public Works Agency	Work on this project includes: the purchase of chemicals to be used in the drinking water treatment process.	\$665,100.00	10/06	10/26



Memorandum

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

Enclosed is the weekly report of zoning applications received and pending. The report, organized by ward, includes the property address, zoning district, the type of application submitted, a description of the project, date received, and current status.

Please contact me at (847) 448-8675 or smangum@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, August 13, 2020 - August 19, 2020

Backlog (business days received until reviewed): 4

Volume (number of cases pending staff review): 9

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	2125 Sherman Avenue	R4a	Building Permit	Detached garage	08/13/20	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	non-compliant, pending revisions from the applicant
2	1001 Dodge Avenue	R3	Building Permit	Rear porch	06/05/20	non-compliant, pending revisions from the applicant
2	925 Grey Avenue	R2	Zoning Analysis	Shed, 10x12	08/12/20	pending additional information from the applicant
2	1735 Asbury Avenue	R1	Zoning Analysis	Remove enclosed porch, basement access, deck and stairs, construct mudd room addition, covered stair and deck, coach house to be demolished and rebuilt	08/13/20	pending staff review
2	1145 Florence Avenue	R3	Building Permit	Remove existing front porch and construct new porch	08/18/20	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 replacement and addition to existing detached garage	07/29/20	pending additional information and revisions from the applicant
3	732 Michigan Avenue	R1	Building Permit	Addition, interior renovation, detached garage	08/06/20	non-compliant, pending minor variation application submittal
3	1214 Forest Avenue	R1	Building Permit	Exterior and interior remodel	08/18/20	pending staff review
4	1125 Wesley Aenue	R3	Building Permit	1-story addition and 3-car detached garage	12/05/19	pending revisions from the applicant
4	1011 Ridge Court	R1	Building Permit	Dormers and interior remodel	07/17/20	non-compliant, pending revisions and minor variation application from the applicant
4	1330 Lake Street	R1	Zoning Analysis	Rebuild detached garage	07/21/20	pending additional information from the applicant
4	1217 Ridge Avenue	R1	Zoning Analysis	Coach house	08/03/20	pending additional information from the applicant
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	2211 Maple Avenue	R5	Building Permit	New 12 unit multi-family residential dwelling	08/11/20	pending staff review, DAPR
5	2026 Emerson Street	R3	Building Permit	Detached garage, 22x22	08/18/20	pending staff review
5	2030 Maple Avenue	R4a	Building Permit	Addition and interior alteration	08/19/20	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	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	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	3235 Park Place	R1	Building Permit	Patio	08/10/20	pending additional information from the applicant
6	2650 Lincolnwood Avenue	R1	Building Permit	Front porch	08/17/20	pending additional information/revisions from the applicant
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	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	pending revisions from the applicant
7	2753 Girard Avenue	R1	Building Permit	Paver patio installation	07/28/20	non-compliant, pending additional information and revisions from the applicant
7	1801 Central Street	B1a/oCS	Zoning Analysis	Exterior and interior alteration for a beer garden	08/18/20	pending staff review
7	2704 Bryant Avenue	R1	Building Permit	Detached garage, 14x20	08/19/20	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	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	non-compliant, pending revisions from the applicant
9	1208 Monroe Street	R2	Building Permit	Remove existing walk and replace with larger concrete area	08/16/20	pending additional information/revisions from the applicant
9	1708 Keeney Street	R2	Building Permit	Above ground pool	08/17/20	pending additional information/revisions 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 PC 09/09/20
2	900 Clark Street	RP	Special Use	Special use for kennel	08/04/20	pending DAPR, ZBA 09/15/20
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
7	2404 Ridge Avenue	R1	Plat of Subdivision	Subdivide zoning lot into 2 lots	06/26/20	pending P&D 09/14/20
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 09/15/20
7	2404 Ridge Avenue	R1	Minor Variation	Zero foot north interior side setback at deck where 3' is required	08/18/20	determination after 09/08/20
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 09/14/20, CC



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: August 21, 2020

Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

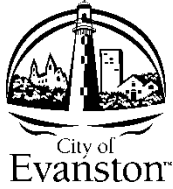
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update

Cases Received, August 21, 2020

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
4	1801 Main Street (Robert Crown)	Recreation Facility	Parking lot asphalt and lighting have been installed. Concrete, landscape and athletic field turf installations continue. Site is being maintained.	8/20/2020
2	1815 Ridge Avenue	Senior Living Facility	Foundation work continues. Site and streets are in good order. Site is being maintained	8/20/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Precast panel and shaft installations continue. Construction fence and streets around site are in good order. Site is being maintained.	8/20/2020
4	1555 Ridge	Multi-Family Building	Construction fence has been installed. No activity on site.	8/20/2020



Memorandum

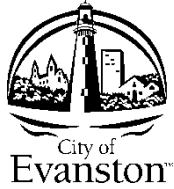
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: August 21, 2020

Ward	Property Address	Business Name	Date Received	Current Status
2	1168 Dodge Ave	Rosati's Pizza	8/5/2020	Building Permit Issued – Pending Inspections
4	810 Dempster St	The Village Farm	05/29/2020	Building Permit Issued – Pending 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	Building Permit Issued – Pending 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	Palmlhouse 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: August 21, 2020

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

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

Liquor Licensing Weekly Report

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

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
3	Few Spirits, LLC dba Few Spirits	918 Chicago Avenue, Evanston, IL	Class P5	Alcohol Manufacture	10 am - 10 pm (M-Thurs), 10 am - 11 pm (Fr - Sat), 12 pm - 10 pm (Sun).	Waiting on Liquor Control Board Meeting
4	Clarke's Off Campus, Inc dba Clarke's Off Campus	804 Davis Street, Evanston, IL	Class D	Restaurant	11 am - 1 am (M-Th), 11 am - 2 am (Fr-Sat), 10 am - 1 am (Sun)	Waiting on Liquor Control Board Meeting



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING AUGUST 21, 2020

#StayHomeSaveLives #AllInIllinois

NWMC Here to Help Update

This week, Cook County and the Illinois Housing Development Authority (IHDA) both announced extensions of their application deadlines for emergency rental assistance. The extensions were granted due to the intense storms that raked northern Illinois on August 10. Cook County has extended the application deadline for the COVID-19 Rental Assistance program to Monday, August 24 at 4:00 p.m. The application portal can be accessed by visiting <https://myportal-thehacc.securecafe.com/onlineleasing/cook-county-live/guestlogin.aspx>. The IHDA Emergency Rental Assistance program application has been extended until Friday, August 28 at noon. Please visit <https://era.ihda.org/> to access the application portal.

On Tuesday, August 31 at 10:00 a.m., the Cook County Bureau of Finance Project Management Office (PMO) will host its final webinar to support municipalities as they complete their CARES Act funding applications. Please visit <https://www.cookcountyil.gov/service/cares-act-information-local-governments> to access the webinar.

On Monday, Bloomberg CityLab posted an interesting [article](#) on Illinois' effort to increase the use of face coverings by residents to reduce the spread of COVID-19. Earlier this month, the state launched a \$5 million advertising campaign with the tag line "It only works if you wear it." In a survey conducted by Civis Analytics in June, only 66% of residents always wore a mask, despite the May 1 statewide mask order. Of the five messages tested by the survey, comparing mask use to seatbelts and football helmets had the most persuasive effect. The ad campaign is currently focused in areas where there is a resurgence of COVID-19. To view the campaign, please visit <https://www.enjoyillinois.com/allinillinois>.

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*

SPC Increases PPE Options

In response to the ongoing need for local governments to source and secure Personal Protective Equipment to combat COVID-19, the Suburban Purchasing Cooperative (SPC) is pleased to announce that Janitorial and Office Supplies program vendor Warehouse Direct (Contract #189) has increased their lineup of protective supplies and social distancing solutions. To support our members and customers, the SPC and Warehouse Direct want to help you simplify ordering these supplies from a safe, trusted and reliable source.

On Wednesday, staff emailed a flyer/order form to the membership to help speed up the ordering process. Please visit <https://www.nwmc-cog.org/SPC-Documents/COVID-Workplace-Solutions.aspx> to access the materials. For questions or additional information, please contact staff or Warehouse Direct Account Representatives Spencer Touchie, 847-631-7188 (office), 708-473-2907 (cell) or stouchie@warehousedirect.com; or Rick Schackle, 847-631-7428 or rschackle@warehousedirect.com. *Staff contact: Ellen Dayan*

Bicycle and Pedestrian Committee Offers “Virtual” Field Trip

Each year, NWMC Bicycle and Pedestrian Committee conducts a field trip to get some fresh air, exercise and observe local multimodal facilities and improvements. This year, and in order to avoid crowds and socially distance, the committee came up with a “virtual” field trip format. *Committee co-chair and Des Plaines Civil Engineer II Derek Peebles* put together a bike ride along the North Shore Channel Trail, complete with helpful resources and marked points of interest for participants to ride the route individually at their leisure.

Materials for the field trip can be accessed online via [Dropbox](#), and the route can be accessed through [Google Maps](#). We are looking forward to discussing the field trip at our next meeting and sharing individual experiences and observations. A huge thanks goes to Derek Peebles for creatively coming up with a safe alternative! *Staff contacts: Kendra Johnson, Matt Pasquini*

North Shore Council Technical Committee Advances 5-Year Program

On Thursday, the North Shore Council of Mayors Technical Committee met virtually and voted to advance the FFY 2021-2025 local Surface Transportation Program (STP-L) to the full North Shore Council of Mayors. The North Shore Council of Mayors will convene during the NWMC Board meeting on Wednesday, September 9 to consider the program. Pending approval, the program will be forwarded to the Chicago Metropolitan Agency for Planning (CMAP) Transportation Committee for inclusion in the region’s Transportation Improvement Program. *Staff contact: Matt Pasquini*

NWMC Fall Auction is Just Two Months Away!

The fall NWMC Surplus Vehicle and Equipment Auction, the final auction of 2020, will be held on Tuesday, October 20, 2:00 p.m. at America’s Auto Auction, 14001 S. Karlov Avenue in Crestwood. *Evanston, Glenview, Lincolnshire, Lincolnwood, Skokie and Wheaton* have indicated their plans to participate.

There is plenty of time to inventory vehicles and equipment for disposal in the NWMC auction, where a portion of the proceeds help to support the operations of the organization. If you can’t make the October event, 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, berry.ellis@americasautoauction or 312-371-5993. *Staff contact: Ellen Dayan*

Reminder: ITEP Funding & Webinar Series

This year the Illinois Department of Transportation’s (IDOT) [Illinois Transportation Enhancement Program \(ITEP\)](#) will provide \$105.6 million in state and federal funding for walking, biking and trail projects around the state. In collaboration with the Illinois Public Health Institute, the Active Transportation Alliance is hosting a three-part webinar series to help communities develop successful applications. ITEP’s call for proposals will be open from today, August 21 to November 2. For more information about the program (including an FAQ), please visit the [Active Trans website](#). See below for webinar details:

- Webinar 1: Intro to ITEP and Funding Eligibility Criteria – [recording](#)
- Webinar 2: ITEP Application Walk-Through and Project Scoring – Wednesday, August 26, 11:30 a.m. to 1:00 p.m. – [register here](#)
- Webinar 3: Final Guidance/Q&A on Project Proposals – Wednesday, October 21 11:30 a.m. to 1:00 p.m. – [register here](#)

Staff contacts: Kendra Johnson, Matt Pasquini

Ride Illinois Bike Summit Registration Open

Ride Illinois is holding their annual Bike Summit online on Tuesday, September 15 from 8:30 a.m. to 3:30 p.m. Participants will learn virtually about bicycle infrastructure, programs, grants and more. Ride Illinois is also offering a separate session of in-depth (online) training on infrastructure and IDOT policies specifically for transportation engineers and planning professionals. Both PDH and CM credits are available for the technical training session and the summit. More info and registration options are available by visiting www.illinoisbikesummit.org. *Staff contacts: Kendra Johnson, Matt Pasquini*

Meetings and Events

Northwest Council of Mayors Technical Committee will meet Friday, August 28, 8:30 a.m. via videoconference.

NWMC Executive Board will meet Wednesday, September 2 at 8:30 a.m. via videoconference.

NWMC Finance Committee will meet Wednesday, September 9 at 12:00 noon via videoconference.

NWMC Board of Directors will meet Wednesday, September 9, 7:00 p.m. via videoconference.

NWMC Staff

Mark Fowler	Executive Director	mfowler@nwmc-cog.org
Larry Bury	Deputy Director	lbury@nwmc-cog.org
Ellen Dayan, CPPB	Purchasing Director	edayan@nwmc-cog.org
Marina Durso	Program Associate for Administrative Services	mdurso@nwmc-cog.org
Karol Heneghan	Executive Administrative Assistant/Office Manager	keneghan@nwmc-cog.org
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