



Memorandum

To: Mayor Hagerty and Members of the City Council
From: Erika Storlie, Interim City Manager
Subject: Weekly City Manager's Update
Date: October 16, 2020

STAFF REPORTS BY DEPARTMENT



Weekly Report for October 8, 2020 – October 14, 2020
**There will be no 311 report this week*

City Manager's Office

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

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, October 19, 2020

Rules Committee

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

Special City Council

www.cityofevanston.org/citycouncil

Tuesday, October 20, 2020

Alternative Emergency Response Subcommittee

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

Zoning Board of Appeals

www.cityofevanston.org/zoningboard

Wednesday, October 21, 2020

Design and Project Review Committee

www.cityofevanston.org/dapr

M/W/EBE Development Committee

www.cityofevanston.org/mwebecommittee

Thursday, October 22, 2020

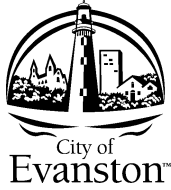
Emergency Telephone System Board

www.cityofevanston.org/911board

Friday, October 23, 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 October 12, 2020

Date: October 16, 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 October 12, 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 20-47 Landscape Maintenance at Crown Park	Public Works	Work on this project includes scheduled landscape maintenance services at Crown Park. Crown Park is bounded by Main Street to the south, Lee Street to the north, Dodge Avenue to the west and Florence Avenue to the east in Evanston, Illinois and is also home to the Robert Crown Community Center and Library.	\$162,000	11/17	12/14

2020 Council Agenda Items

Printed from Asana

October 19 - Special City Council Meeting

Hitesh Desai: 2021 Budget Discussion

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

Kimberly Richardson: City Manager Executive Search

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

October 26

Hitesh Desai: Payroll, Bills and Credit Card

Department: CMO
Council Action: Bus
Council or Committee: CC
Action: For Action

Minutes oct 2, 8, 12, 19

Department: CMO
Council Action: Bus
Council or Committee: CC
Action: For Action

Presentation of the 2021 CIP / Budget

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

Hitesh Desai: 2021 Budget Public Hearing

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

Lawrence C. Hemingway: Congregate Meal Grant Award

Department: Parks & Rec
Council or Committee: APW

Council Action: Res

- Kumar Jensen:** Ordinance XX-O-20 Adoption of Plan of Operation in Governance

Department: CMO
Council Action: Ord
Council or Committee: APW
Action: For Introduction

- David Stoneback:** Change Order for HVAC Maintenance Contract at Crown Center

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

- David Stoneback:** Purchase of 2021 Water Treatment Chemicals

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

- David Stoneback:** Northstar Annual Maintenance & Support

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

- David Stoneback:** Change Order No. 5 for Clearwell No. 9 Project

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

- Luke Stowe:** Purchase of fleet for FY21

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

- Johanna Nyden:** Ordinance XX-O-20-Transportation and Parking Dissolution

Council Action: Ord
Council or Committee: Rules
Action: For Introduction

- Kimberly Richardson:** Ordinance XX-O-20 - Reduction in Members for the Commission on Aging

Council Action: Ord
Council or Committee: Rules
Action: For Introduction
Department: Law

- Kimberly Richardson:** Ordinance XX-O-20 - Creations of the Reparations Committee

Council Action: Ord

Council or Committee: Rules
Action: For Introduction
Department: Law

Kimberly Richardson: Approval of the 2021 City Council Meeting Schedule

Council Action: Bus
Council or Committee: Rules
Action: For Action
Department: CMO

November 9

Johanna Nyden: sidewalk snow removal/snow rules

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

Hitesh Desai: Amusement Tax Discussion

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

Hitesh Desai: 2021 Budget Discussion - Truth in Taxation

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

Paul Zalmezak: West Evanston TIF Consultant RFP Award

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

Kimberly Richardson: Elected Officials Compensation

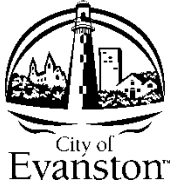
Department: CMO
Council Action: Ord
Council or Committee: APW

Hitesh Desai: 2021 Budget Ordinance and 2020 Tax Levies

Department: CMO
Council Action: Ord
Council or Committee: APW
Action: For Introduction

Kumar Jensen: Natural Areas Ordinance

Department: CMO



Memorandum

To: Erika Storlie, City Manager

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

Subject: August 2020 Monthly Financial Report

Date: October 16, 2020

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

August 2020	Revenue	Expense	Net	Fund Balance	Cash Balance
100 GENERAL FUND	81,161,548	76,344,529	4,817,020	20,485,753	17,467,705
175 GENERAL ASSISTANCE FUND	1,010,064	762,128	247,935	610,975	610,975
176 HEALTH AND HUMAN SERVICES	2,060,842	1,413,753	647,089	677,847	677,847
177 REPARATIONS FUND	12,839	-	12,839	14,174	14,174
180 GOOD NEIGHBOR FUND	1,001,609	609,401	392,208	644,753	644,753
185 LIBRARY FUND	6,911,255	4,692,615	2,218,640	4,288,283	4,288,647
186 LIBRARY DEBT SERVICE FUND	240,000	128,748	111,252	112,396	112,396
187 LIBRARY CAPITAL IMPROVEMENT FD	-	70,488	(70,488)	1,307,995	1,307,995
200 MOTOR FUEL TAX FUND	3,473,482	1,477,849	1,995,633	4,664,665	4,337,695
205 EMERGENCY TELEPHONE (E911) FUND	1,065,252	1,019,774	45,478	1,316,438	932,689
210 SPECIAL SERVICE AREA (SSA) #4	420,650	0	420,650	194,457	194,457
215 CDBG FUND	137,625	514,686	(377,061)	(313,764)	(313,764)
220 CDBG LOAN FUND	27,170	63,594	(36,425)	190,961	190,961
235 NEIGHBORHOOD IMPROVEMENT	316	67	249	172,114	172,114
240 HOME FUND	122,071	122,053	18	7,543	7,543
250 AFFORDABLE HOUSING FUND	142,575	523,147	(380,573)	3,545,030	3,673,531
320 DEBT SERVICE FUND	13,831,896	2,926,541	10,905,355	11,322,786	11,345,809
330 HOWARD-RIDGE TIF FUND	1,131,546	785,864	345,682	2,470,447	2,471,136
335 WEST EVANSTON TIF FUND	1,287,902	90,012	1,197,890	1,908,366	1,908,366
340 DEMPSTER-DODGE TIF FUND	170,012	110,582	59,430	167,233	167,233
345 CHICAGO-MAIN TIF	991,133	283,777	707,357	1,394,110	1,394,110
350 SPECIAL SERVICE AREA (SSA) #6	204,428	123,585	80,843	86,185	86,185
355 SPECIAL SERVICE AREA (SSA) #7	124,586	-	124,586	124,586	124,586
360 SPECIAL SERVICE AREA (SSA) #8	46,300	-	46,300	46,300	46,300
415 CAPITAL IMPROVEMENTS FUND	1,046,336	5,199,068	(4,152,732)	8,507,513	9,426,047
416 CROWN CONSTRUCTION FUND	2,122,563	5,919,210	(3,796,647)	3,849,504	7,709,756
417 CROWN COMMUNITY CTR MAINTENANCE	116,667	-	116,667	116,667	116,667
420 SPECIAL ASSESSMENT FUND	144,363	318,660	(174,297)	2,753,509	2,750,326
505 PARKING SYSTEM FUND	5,538,508	6,469,900	(931,392)	1,444,598	1,616,772
510 WATER FUND	17,179,304	14,825,194	2,354,110	5,422,808	4,896,315
515 SEWER FUND	6,804,961	6,548,468	256,492	5,234,464	3,429,034
520 SOLID WASTE FUND	3,478,346	3,202,726	275,619	(263,912)	(782,615)
600 FLEET SERVICES FUND	2,060,205	1,563,558	496,647	612,121	(588,988)
601 EQUIPMENT REPLACEMENT FUND	1,000,064	1,606,506	(606,442)	298,508	25,544
605 INSURANCE FUND	13,161,374	12,275,346	886,028	(10,707,070)	(5,593,715)
Grand Total	168,227,788	149,991,827	18,235,961	72,708,345	74,868,589

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 August 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 August 31, 2020 with a fund balance of \$20,485,753 and cash balance of \$17,467,705. The attached financials show year-end General Fund revenues at 68.31% of budget and expenses at 65.14% of budget.

Revenues are slightly above target in some areas. As of August 31, 93.61% of property tax revenue has been received, as second installment bills were due on August 1. Licenses, Permits and Fees is also above target due to building permit revenue. Expenses are slightly below target of 66%, as January through August 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 August , Police had spent 45% of budget for overtime, and Fire had spent 135% of budget. For Police, this is below target of 66%, as January through August tend to be slower months. March 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	\$668,833	45%
Fire	\$1,380,088	\$859,956	\$1,164,744	49.7%

Enterprise Funds

Parking fund revenues through August 31, 2020 are at 42.55% of budget and expenses are at 48.42%. The 2019 ending fund balance was \$2,375,989.

Through August 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 August 31, 2020, the Sewer Fund also appears low on expenses due to the delay of capital projects. These projects are primarily funded through IEPA loan financing, budgeted as Other Revenue. The 2019 ending fund balance was \$4,997,971.

Through August 31, 2020, the Solid Waste Fund has a negative fund balance of \$263,912 and a negative cash balance of \$782,615. The fund ended 2019 with a surplus of \$559,718, bringing it to an ending balance of negative \$539,532.

Other Funds

Through August 31, 2020, the SSA #4 Fund is showing a fund balance of \$194,457 and a cash balance of \$194,457.

Through August 31, 2020, the Capital Improvements Fund is showing a fund balance of \$8,507,513 and a cash balance of \$9,426,047. The fund continues to spend down 2019B bond proceeds received in August 2019.

Through August 31, 2020, the Crown Construction fund is showing fund balance of \$3,849,504 and cash balance of \$7,709,756. The fund continues to spend down balances from bond proceeds and gifts from the Friends of Robert Crown in 2019.

Through August 31, 2020, the Insurance Fund is showing a negative fund balance of \$10,707,070 and a negative cash balance of \$5,593,715. 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

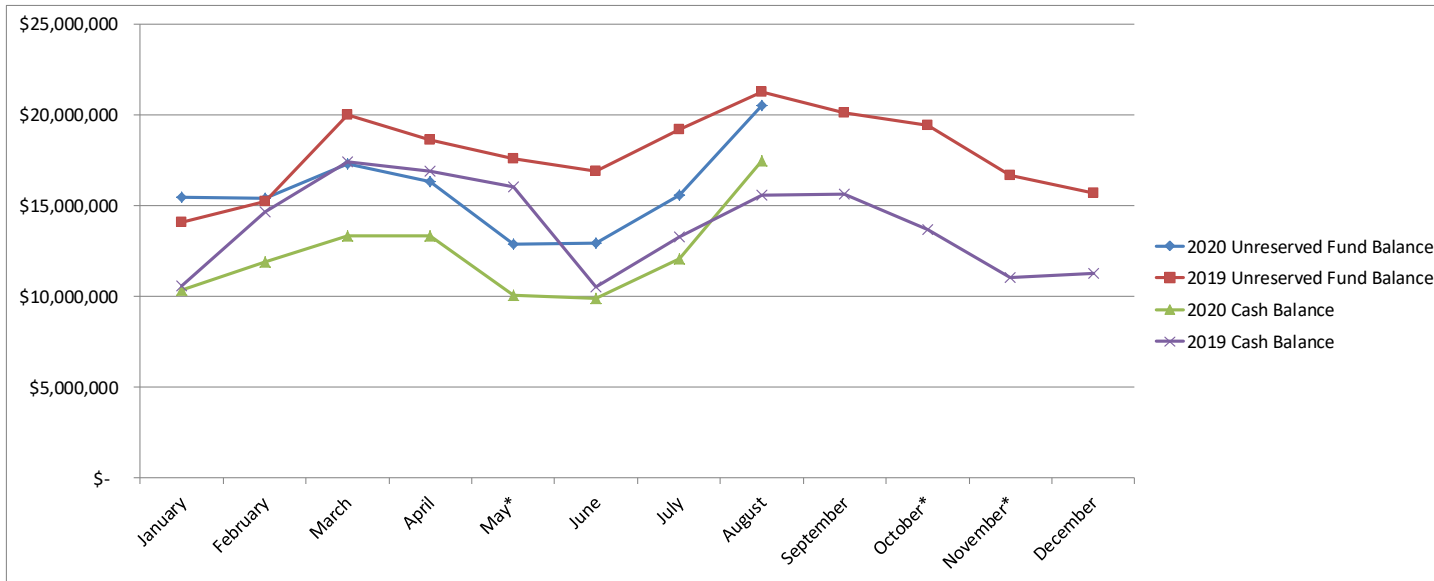
As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the August 30, 2020 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



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	\$ 12,945,740	\$ 15,594,735	\$ 20,485,753				
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	\$ 9,905,828	\$ 12,074,431	\$ 17,467,705				
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.

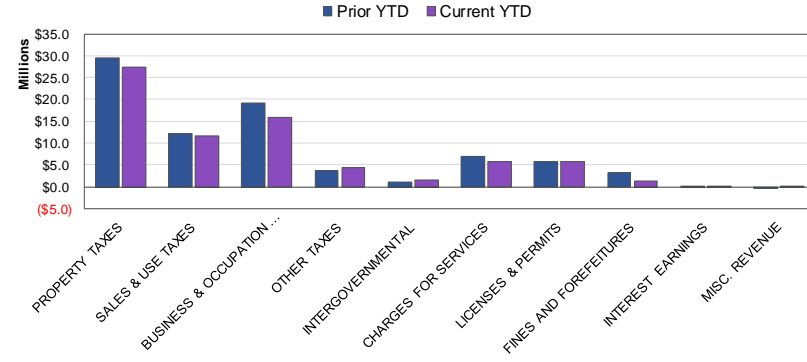
Major Funds Revenue Dashboard Summary

For the Period Ending August 31, 2020

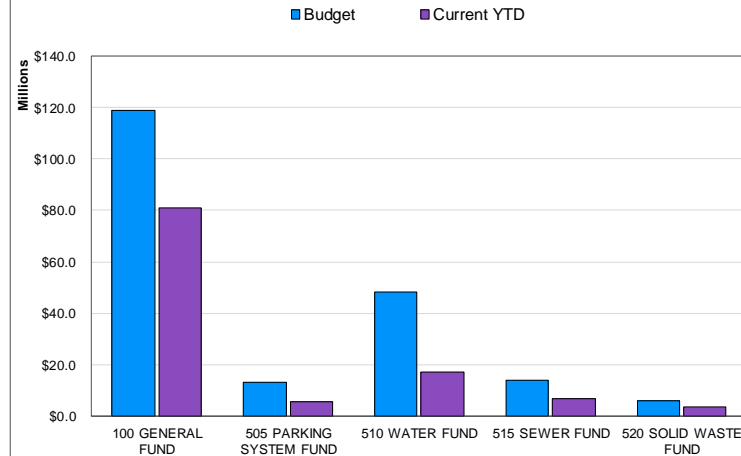
Top 10 GENERAL FUND Sources of Revenue (YTD)

Pension Property Tax	\$17,660,740
Property Taxes	\$9,825,926
Sales Tax - Basic	\$5,958,018
State Income Tax	\$5,528,418
Building Permits	\$3,992,727
Sales Tax - Home Rule	\$3,924,321
Recreation Program Fees	\$3,744,758
Real Estate Transfer Tax	\$2,041,322
Electric Utility Tax	\$1,880,684
Parking Tax	\$1,832,632

General Fund Revenue by Source



Revenues by Fund



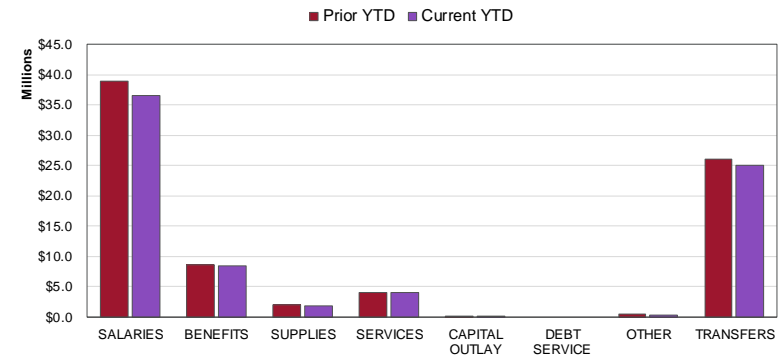
Major Funds Expenditure Dashboard Summary

For the Period Ending August 31, 2020

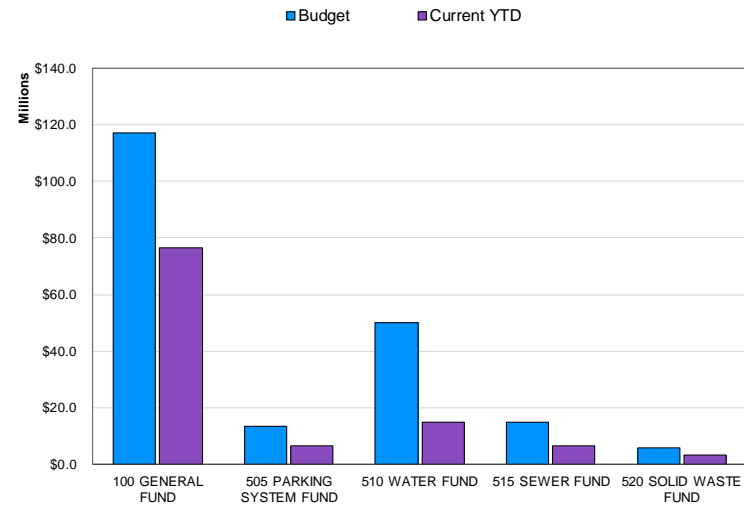
Top 10 GENERAL FUND Expenditures by Department (YTD)

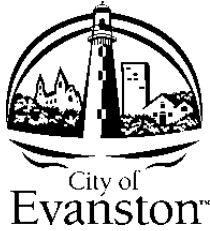
Police	\$28,003,679
Fire Mgmt & Support	\$19,370,820
Public Works Agency	\$7,336,481
City Manager'S Office	\$6,164,428
Parks, Rec. And Community Serv.	\$6,108,401
Administrative Services	\$5,787,202
Community Development	\$2,014,270
Health	\$813,448
Law	\$327,473
City Council	\$295,500

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: October 14, 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, October 8, 2020 - October 14, 2020

Backlog (business days received until reviewed): 9

Volume (number of cases pending staff review): 22

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1404 Forest Avenue	R1	Building Permit	Solar panels	10/03/20	pending staff review
2	1708 Lake Street	R3	Building Permit	Patio and pergola	04/03/20	non-compliant, pending revisions from the applicant
2	2101 Cleveland Street	R2	Building Permit	Rehab and addition	08/24/20	non-compliant, pending additional information from the applicant
2	1200 Dewey Avenue	R3	Building Permit	Replace detached garage	08/25/20	non-compliant, pending minor variation application from the applicant
2	1016 Florence Avenue	R3	Building Permit	New 18x10.5 paver patio	09/03/20	non-compliant, pending revisions and additional information from the applicant
2	1122 Pitner Avenue	R3	Zoning Analysis	Detached garage, 23' or 24' long	09/17/20	pending additional information from the applicant
2	1224 Dewey Avenue	R3	Building Permit	Deck at front of residence	09/20/20	non-compliant, pending revisions from applicant
2	1245 Hartrey Avenue	I2	Building Permit	Metal screen wall and canopy, brick paver walks, parking lot re-stripe	09/20/20	pending revisions from the applicant
2	1209 Dewey Avenue	R3	Zoning Analysis	New 2-unit dwelling on new lot, zoning lot split into 2 lots	09/21/20	pending additional information from the applicant
2	1809 Crain Street	R3	Building Permit	2nd-story addition, interior remodel	09/27/20	non-compliant, pending additional information and revisions from the applicant
2	1210 Florence Avenue	R3	Building Permit	Replace front porch	10/08/20	pending staff review
3	1212 Judson Avenue	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
3	732 Michigan Avenue	R1	Building Permit	Addition, interior renovation, detached garage	08/06/20	non-compliant, pending minor variation application
3	1044 Lake Shore Boulevard	R1	Zoning Analysis	Deck, covered and uncovered	10/01/20	pending staff review
3	318 1/2 Dempster Street	R1	Building Permit	Solar panels	10/03/20	pending staff review
3	1314 Judson Avenue	R1	Zoning Analysis	Dormer addition to detached garage	10/07/20	pending staff review
3	521 Chicago Avenue, Unit C	C1a	Building Permit	Rooftop deck rebuild	10/11/20	pending staff review
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	1217 Ridge Avenue	R1	Zoning Analysis	Coach house	08/03/20	pending additional information from the applicant
4	718 Main Street	B2/oDM	Zoning Analysis	Mixed-Use Planned Development	08/21/20	pending revisions from the applicant or planned development application
4	1330 Lake Street	R1	Building Permit	Rebuild detached garage	09/15/20	non-compliant, pending minor variation application

4	1123 Main Street	R1	Building Permit	Detached garage, 20x20	09/23/20	non-compliant, pending revisions from the applicant
4	1408 Dempster Street	R1	Building Permit	Permeable driveway	09/24/20	non-compliant, pending revisions from the applicant
4	1555 Ridge Avenue	R6	Building Permit	New 4-story building with 68-dwelling units and parking (1555 Ridge Ave Planned Development)	09/26/20	pending staff review, DAPR 10/28/20
4	902 Asbury Avenue	R3	Building Permit	Renovate front and rear deck/porch	09/27/20	pending additional information from the applicant
4	1212 Sherman Avenue	R3	Building Permit	Coach house	10/06/20	non-compliant, pending revisions from the applicant
4	929 Sherman Avenue	R3	Building Permit	Coach house	10/08/20	pending staff review
5	2020 Ridge Avenue	C2	Building Permit	Interior remodel, exterior stairs and generators	09/28/20	pending additional information from the applicant
5	1902 Green Bay Road	C2	Building Permit	Interior remodel	10/06/20	pending staff review
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	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	2650 Lincolnwood Avenue	R1	Building Permit	Front porch	08/17/20	pending additional information/revisions from the applicant
6	2310 Ewing Avenue	R1	Building Permit	Replace patio	09/15/20	pending revisions/additional information from the applicant
6	2831 Hartzell Avenue	R1	Building Permit	New single-family residence	09/20/20	non-compliant, pending revisions from the applicant
6	2221 Forestview Road	R1	Building Permit	Replace 2-car garage with new 2-car garage	09/24/20	non-compliant, pending revisions and/or minor vaiation application
6	2750 Lawndale Avenue	R1	Building Permit	2-story addition	09/25/20	pending additional information from the applicant
6	2340 Ewing Avenue	R1	Building Permit	Paver patio and stone stairs	09/27/20	non-compliant, pending revisions from applicant
6	3039 Thayer Street	R1	Building Permit	Remove deck, new paver patio, concrete walk	10/02/20	pending staff review
6	2328 Ridgeway Avenue	R1	Building Permit	Front stoop and steps cladding, front wak	10/11/20	pending staff review
6	2501 Greeley Avenue	R1	Zoning Analysis	Front porch, 8x22	10/12/20	pending staff review
7	1013 Colfax Street	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information 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	2119 Colfax Street	R1	Zoning Analysis	Replace concrete walk with brick pavers, new patio and paver walk	08/20/20	pending additional information from the applicant
7	1322 Isabella Street	R1	Building Permit	Basement remodel	09/08/20	pending revisions and additional information from the applicant

7	2809 Garrison Avenue	R1	Building Permit	Replace detached garage, 13 x 22	09/10/20	non-compliant, pending minor variation application submittal
7	2120 Central Street	B1a/oCS	Building Permit	Interior remodel	10/07/20	pending staff review
7	2648 Sheridan Road	R1	Building Permit	Balcony	10/11/20	pending staff review
7	1728 Livingston Street	R1	Building Permit	2nd-story addition and interior remodel	10/11/20	pending staff review
7	2203 Payne Street	R1	Building Permit	Solar panels	10/11/20	pending staff review
7	2200 Grey Avenue	R1	Building Permit	Replace patio with larger stone and gravel patio	10/11/20	pending staff review
7	2648 Sheridan Road	R1	Building Permit	Addition	10/13/20	pending staff review
8	1331 Dobson Avenue	R2	Building Permit	Detached garage, 20x20, patio	09/28/20	non-compliant, pending additional information from the applicant
8	342 Dewey Avenue	R1	Building Permit	Roof mounted solar panels	10/08/20	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
9	1101 South Boulevard	R2	Building Permit	New single-family residence	09/08/20	pending additional information/revisions from the applicant
9	919 Madison Street	R1	Building Permit	Replace 1-car garage with carport	09/13/20	pending additional information from the applicant
9	1314 South Boulevard	R3	Building Permit	A/c	09/30/20	non-compliant, pending revisions from applicant.
9	718 South Boulevard	R3	Building Permit	2-story addition	10/02/20	pending additional information from the applicant
9	1013 Oakton Street	R1	Building Permit	Remove deck, new patio, steppers, and walks	10/02/20	pending staff review
9	545 Wesley Avenue	R3	Zoning Analysis	2nd story addition, interior renovation	10/07/20	pending staff review
9	626 Florence Avenue	R2	Building Permit	Remove existing attached garage and replace with a 1-story addition, new carport over existing driveway	10/08/20	pending staff review
9	1303 Washington Street	R3	Building Permit	Sidewalk next to garage	10/08/20	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1621-1631 Chicago Avenue	D4	Planned Development	Planned Development for a 17-story mixed-use building with 215 dwelling units, 3,540 sf ground floor retail, and 85 underground parking spaces	12/31/18	pending P&D 10/26/20, CC
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 P&D 10/26/2020, CC
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 P&D 11/09/20
2	900 Clark Street	RP	Special Use	Special use for kennel	08/04/20	pending CC 10/26/20

2	1235 Dodge Avenue	C1	Special Use	Special use for a convenience store	09/03/20	pending DAPR, ZBA 10/20/20
2	1206 Florence Avenue	R3	Minor Variation	Interior side setback at rear porch and 2nd-story addition	09/29/20	determination after 10/23/20
2	1200 Dewey Avenue	R3	Minor Variation	Street side yard setback for new detached garage	10/11/20	determination after 10/30/20
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	pending ZBA
3	732 Michigan Avenue	R1	Minor Variation	Interior side yard setback for addition	10/02/20	determination after 10/22/20
4	800 Greenwood Street	C2	Special Use	Special use for Banquet Hall	09/08/20	pending ZBA 10/20/20
4	1026 Ridge Court	R1	Minor Variation	Building lot and impervious surface coverage for a 1-car detached carport	10/01/20	determination after 10/22/20
4	718 Main Street	B2/oDM	Planned Development	Planned Development for a 5-story mixed-use building with 120 dwelling units, 3,779 sq ft of commercial retail space, and 47 enclosed parking spaces	10/04/20	pending DAPR 10/21/20, PC 11/18/20
4	1330 Lake Street	R1	Fence Variation	Front and street side yard setbacks for a fence	10/13/20	determination after 10/30/20
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 ZBA 10/20/20
6	2715 Hurd Avenue	R1	Planned Development	Demolish existing structure (church), construct new 2-story 21,314 square foot building for a Daycare Center-Children	09/09/20	pending DAPR, PC
6	2518 Thayer Street	R1	Minor Variation	Building lot coverage for a screened-in rear porch	10/01/20	pending additional information from the applicant
7	2404 Ridge Avenue	R1	Plat of Subdivision	Subdivide zoning lot into 2 lots	06/26/20	pending P&D 11/09/20
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 CC 10/26/20
7	2404 Ridge Avenue	R1	Minor Variation	Zero foot north interior side setback at deck where 3' is required	08/18/20	determination after 10/02/20
7	2809 Garrison Avenue	R1	Minor Variation	Building lot and impervious surface coverage for a 1-car detached garage	10/11/20	determination after 10/29/20
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



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: October 16, 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.

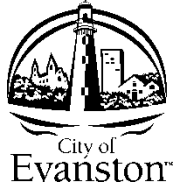
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update

Cases Received, October 16, 2020

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1815 Ridge Avenue	Senior Living Facility	The fence, pedestrian canopy and streets around the project are in good shape. 8th floor south deck concrete pour was completed. Receiving dock and skip are operational. Site is being maintained.	10/15/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Construction fence, streets and alleys around the site are in good order. Ground level concrete work in addition is underway.	10/15/2020
4	1555 Ridge	Multi-Family Building	Foundation work continues. Site and construction fence are being maintained.	10/15/2020
8	1011 Howard (Evergreen Senior Housing)	Senior Living Facility	Building and Right of Way permits have been issued. Construction fence is being installed. Sidewalk will be closed and pedestrian traffic will be redirected during the construction of the building.	10/15/2020



Memorandum

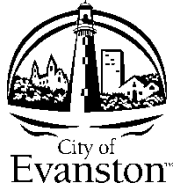
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: October 15, 2020

Ward	Property Address	Business Name	Date Received	Current Status
7	2120 Central St	Vinissimo	9/23/2020	Building Permit Approved - Pending Issuance
3	1309 Chicago Ave	Noir d'Ebene Chocolat et Patisserie	9/10/2020	Pending Building Permit Application
2	1813 Dempster St	Zentli	8/27/2020	Building Permit Issued – 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	Building Permit Issued – Pending Inspections
7	2311 Campus Dr	The Protein Bar@NU	03/09/2020	On Hold
2	1815 Ridge Ave	Solero Senior Living	03/03/2020	Pending Permit Issued – Pending Inspections
8	619 Howard St	Palmhouse 619	2/21/2020	Pending Permit Issued – Pending Inspections
8	633 Howard St	Estacion	2/4/2020	Pending Permit Issued – 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: October 15, 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 OCTOBER 16, 2020

#AllInIllinois #StayHomeSaveLives #ItOnlyWorksIfYouWearIt

NWMC Here to Help Update

All eyes remained on the nation's capitol this week as House Speaker Nancy Pelosi and Treasury Secretary Steve Mnuchin continued negotiations on a new COVID-19 stimulus bill. As we previously reported, the House approved a \$2.2 trillion package on October 1, which was called "dead on arrival" in the Senate. The House measure contains \$436 billion for state and local governments and loosens spending restrictions for pandemic related costs and to replace lost revenues. White House negotiators upped their offer to \$1.8 trillion, but that was also rejected by Senate Republicans, who instead are expected to vote on a \$500 billion, targeted relief measure next week.

On Wednesday, Governor Pritzker and the Illinois Department of Public Health issued [holiday season safety tips](#) to "help protect you, your family, friends and your community from COVID-19." This new guidance covers travel considerations, overnight guests, shopping, meals and additional considerations designed to safely prepare for the holidays. As a reminder, locations where residents can receive COVID-19 tests can be found by visiting <http://www.dph.illinois.gov/testing>. In addition, officials requested that everyone receive a flu shot amid the pandemic. Please visit <http://dph.illinois.gov/news/illinois-department-public-health-emphasizes-importance-getting-flu-shot-amid-ongoing-covid-19> for more information.

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 Board Discusses First Net, Approves Audit

Thank you to the twenty-eight members who participated in Wednesday night's NWMC Board meeting. The Board received a presentation on the implementation of FirstNet from Ryan Newsom, a dedicated FirstNet consultant covering northern Cook and DuPage counties. FirstNet is a nationwide broadband network dedicated to providing communications and enhanced public safety applications to first responders. Staff presented the FY2019-2020 NWMC Annual Report (see article below) and members discussed the first NWMC Subregional Legislative Dialog and plans for future virtual events. Finally, members unanimously approved the FY2019-2020 NWMC Audit. *Staff contacts: Mark Fowler, Larry Bury*

NWMC Board Receives 2019-2020 Annual Report

The NWMC Board received the FY 2019-2020 NWMC Annual Report at Wednesday night's meeting, which can be downloaded by visiting <https://www.nwmc-cog.org/Home/FY2019-2020-NWMC-Annual-Report.aspx>. The Annual Report highlights the accomplishments during the term of NWMC President and Morton Grove Mayor Dan DiMaria as well as organizational information including the NWMC leadership, committees, membership and staff.

We thank all of our members for the successes of the past year, especially as we confronted and addressed a global pandemic. The continued success of the NWMC is due directly to the active participation of the Conference's elected officials, managers and staff in our myriad committees and advocacy initiatives. We ask that members please share

the Annual Report with your trustees, council members, staff and other interested stakeholders. *Staff contacts: Mark Fowler, Larry Bury*

SPC GraybaR Contract includes PPE Supplies

We are pleased to report that the Suburban Purchasing Cooperative (SPC) contract for Electrical Lighting, Data/Communication, Networking, Wireless, Security and Related MRO Supplies and Services (Contract #192) with GraybaR is another reliable source for personal protective equipment (PPE) for your front line workers. Their offering includes limited inventory of hard to find 3M brand N95 Particulate Respirators, N95 Particulate Respirators with Valve, Home Dust Masks, disposable protective overshoe covers and coveralls, protective gloves, protective eyewear and other supplies. The complete list of SPC/GraybaR PPE supplies may be found on our website, https://www.nwmc-cog.org/SPC-Documents/SPC_Graybar-PPE-Quotation-10-09-20.aspx. Quoted prices are good through November 8, but please continue to monitor the website for product availability.

For additional information, please contact staff or OMNIA Partners Public Strategic Contract Manager Jeff Peskuski, 314-573-7154 (office), 630-640-4905 (mobile), or Jeff.Peskuski@graybar.com, Sales Manager for Electrical & Lighting Kevin Feeney, 630-376-8172 or Kevin.Feeney@graybar.com or Sales Manager for Communications & Security Dalynn Gigiano 630-671-6599 or Dalynn.Gigiano@graybar.com. *Staff contact: Ellen Dayan*

Fall NWMC Auction is Just Days Away – Please Note New Start Time!

In case you weren't sure if auctions were important, American economists Paul Milgrom and Robert Wilson have been awarded the 2020 Nobel Prize in economics for their contributions to auction theory. You can check out their theories firsthand at the fall NWMC Surplus Vehicle and Equipment Auction, which will be held on Tuesday, October 20, 12:00 p.m. at America's Auto Auction, 14001 S. Karlov Avenue in Crestwood (please note new start time). Thank you to Carol Stream, *Deerfield, Evanston, Glenview, Lincolnshire, Lincolnwood, Palatine, Skokie, Thornton, Wheaton and Wilmette* for committing to participate. We anticipate a lively auction with over 50 units for sale.

You can inventory vehicles and equipment for disposal in the NWMC auction right up until Tuesday morning. Please keep in mind that a portion of the proceeds help support the operations of the organization. Sell them now before lot rot sets in this winter and decreases their value. 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.com or 312-371-5993. *Staff contact: Ellen Dayan*

North Shore STP-L Included in TIP, Technical Committee Discusses APM

On Wednesday, October 14, the full board and Metropolitan Planning Organization Policy Committee of the Chicago Metropolitan Agency for Planning (CMAP) voted to approve the most recent amendment to the region's Transportation Improvement Program (TIP). The amendment ensured incorporation of the North Shore Council of Mayors FFY 2021-2025 [local surface transportation program](#) (STP-L) into the TIP, making the projects eligible for federal aid. Information and materials that were presented at the meeting are available on CMAP's [website](#). On Thursday, the North Shore Council of Mayors Technical Committee met to discuss active program management (APM) policies and strategies to ensure project readiness and expend all available funds. *Staff contacts: Matt Pasquini*

Prevent Tragedy on the Tracks 2020: Keeping Families Together

On Thursday, October 22 from 8:00 a.m. to 12:00 p.m., the DuPage Railroad Safety Council is hosting their biennial conference entitled "Prevent Tragedy on the Tracks". This year's conference will be offered free via Zoom video conferencing. It will feature panels of government leaders sharing their experiences and stories, followed by presentations from a broad array of thought leaders in the railroad, mental health, and safety research industries on innovative solutions to eliminate rail trespassing and suicides.

Metra Board member and *Hanover Park Mayor Rod Craig* will lead a panel entitled "Mayors and Government Leaders: Trials, Tribulations, Hopes and Aspirations." More information, including the event agenda, can be found on the safety council's [website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

Host a Greenest Region Corps Member to Complete Sustainability Projects

Since 2018, the Metropolitan Mayors Caucus (MMC) has applied annually for AmeriCorps grant funding for their Greenest Region Corps (GRC) Program. The grant provides partial funding for full-time AmeriCorps volunteers to work for local agencies in completing sustainability projects, with this year's program starting in fall 2021. In past years, six different NWMC communities have participated in the GRC program, including *Evanston, Grayslake, Highland Park, Hoffman Estates, Libertyville* and *Northbrook*. If interested in becoming a host community, please fill out the [online form](#) by Tuesday, November 10. There is no formal commitment by completing the form, but it allows the MMC to request the position in their application to AmeriCorps. Once funding is secured, the involved parties will enter into a formal agreement in August 2021. For more information, please see the program [FAQ](#) or contact MMC Director of Environmental Initiatives Edith Makra, emakra@mayorscaucus.org. *Staff contacts: Kendra Johnson, Matt Pasquini*

Meetings and Events

NWMC Bicycle & Pedestrian Committee will meet on Tuesday, October 20 at 10:30 a.m. via videoconference.

NWMC Surplus Vehicle and Equipment Auction will be held on Tuesday, October 20 at 12:00 p.m. at America's Auto Auction, 14001 S. Karlov Avenue in Crestwood.

NWMC Legislative Committee will meet on Wednesday, October 21 at 8:30 a.m. via videoconference.

NWMC Transportation Committee will meet on Thursday, October 22 at 8:30 a.m. via videoconference.

Northwest Council of Mayors Technical Committee will meet on Friday, October 23 at 8:30 a.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	kheneghan@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