



Memorandum

To: Mayor Hagerty and Members of the City Council
From: Erika Storlie, City Manager
Subject: Weekly City Manager's Update
Date: January 8, 2021

STAFF REPORTS BY DEPARTMENT



Weekly Report for December 31, 2020 – January 6, 2021
**There will be no 311 report this week*

City Manager's Office

City Council Agenda Schedule
Monthly Financial Report – November 2020

Community Development

Weekly Zoning Report
Weekly Inspection Report
Monthly CV/Permit Fee 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, January 11, 2021

Administration and Public Works Committee

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

Tuesday, January 12, 2021

Board of Local Improvements - CANCELED

www.cityofevanston.org/boardofimprovements

Arts Council

www.cityofevanston.org/artscouncil

Preservation Commission

www.cityofevanston.org/preservationcommission

Wednesday, January 13, 2021

Design and Project Review Committee

www.cityofevanston.org/dapr

Plan Commission

www.cityofevanston.org/plancommission

Thursday, January 14, 2021

Environment Board

www.cityofevanston.org/environmentboard

Mental Health Board - CANCELED

www.cityofevanston.org/mentalhealthboard

City Council Agenda Items

Printed from Asana

December 14

January 11, 2021

- Luke Stowe:** Res 123-R-20, MOU with Ev Foreign Fire Tax Bd - Purchase of Used Fire Truck
 - Department: Admin Serv
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Action
 - iCompass Status: Pending Approval
- Luke Stowe:** Report on Parking Meters - Mobile Pay Parking
 - Department: Admin Serv
 - Council or Committee: APW
 - Action: For Action: Accept and Place on File
 - Council Action: Bus
 - iCompass Status: Pending Approval
- Kumar Jensen:** Resolution 1-R-21 Authorizing the City Manager to Execute A Supercharger Agreement With Tesla
 - Department: Admin Serv
 - Council Action: Res
 - Council or Committee: APW
 - Action: For Action
 - iCompass Status: Pending Approval
- Luke Stowe:** APT/Smarking Contract Extension (2 years/opt 1 year)
 - Department: Admin Serv
 - Council Action: Bus
 - Council or Committee: APW
 - Action: For Action
 - iCompass Status: Pending Approval
- Luke Stowe:** Ord 2-O-21 Garage Lease - Enterprise
 - Department: Admin Serv
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Intro and Action
 - iCompass Status: Pending Approval
 - Notes: Braithwaite to request suspension
- Luke Stowe:** Change Order - Parking Study (Ext of Time)
 - Department: Admin Serv
 - Council Action: Bus
 - Council or Committee: APW
 - Action: For Action
 - iCompass Status: Pending Approval
- Lawrence C. Hemingway:** Res 5-R-21 and 6-R-21 - New Noyes Tenant Leases
 - Department: Parks & Rec
 - Council Action: Res
 - Council or Committee: APW
 - Action: For Action
 - iCompass Status: Approved
- Ike Ogbo:** Amita Health (Presence) Behavioral Health Contract Renewal

Department: Health
Council or Committee: HS
iCompass Status: Approved
Action: For Action
Council Action: Bus
Notes: Coming from 12/7 HS

- Johanna Nyden:** Ordinance 121-O-20, 800 Greenwood St - Special Use for a Banquet Hall in the C2 District

Department: Community Dev
Council Action: Ord
Council or Committee: PD
Action: For Action
iCompass Status: Approved

- Kumar Jensen:** Ordinance 78-O-20 Amending Title 7, Chapter 10 "City Parks" to add Designation of Public Parks and Natural Areas

Department: CMO
Action: For Action
Council or Committee: PD
Council Action: Ord
iCompass Status: Approved

- Paul Zalmezak:** Ordinance 120-O-20, Amending Title 3, Chapter 27, Section 6, "License Registration Fees" of the Evanston City Code

Council or Committee: APW
Action: For Action
iCompass Status: Approved
Department: CMO
Council Action: Ord

- Paul Zalmezak:** Ordinance 119-O-20, Amending Portions of Title 4, Chapter 10, "Sign Regulations" of the Evanston City Code

iCompass Status: Approved
Action: For Action
Council or Committee: APW
Department: CMO
Council Action: Ord

- Luke Stowe:** Ord 122-O-20, Resident Only Parking - Elmwood

Department: Admin Serv
Council Action: Ord
Council or Committee: APW
Action: For Action
iCompass Status: Approved

- Luke Stowe:** Ord 124-O-20 -Add 500 block of Church St to Residential B

Department: Admin Serv
Council Action: Ord
Council or Committee: APW
Action: For Action
iCompass Status: Approved

- David Stoneback:** Ord 93-O-20 temporary fence in parkway

Department: Public Works
Council Action: Ord
Council or Committee: APW
Action: For Action
iCompass Status: Approved

- klewislakin:** Resolution 129-R-20 Fund Balance Policy

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

iCompass Status: Approved
Action: For Action

Luke Stowe: Persons with Disabilities Parking Spaces/Payment

Department: Admin Serv
Council Action: Disc
Council or Committee: APW
Action: For Discussion
iCompass Status: Approved
Emma Review/Final Agenda: Yes

Brian Scott: Res 2-R-21, IGA with Wilmette to share Fire Trucks

Department: Fire
Council Action: Res
Council or Committee: APW
Action: For Action
iCompass Status: Approved
Emma Review/Final Agenda: Yes

Darlene Francellno: Appointments/ Reappointments

Department: CMO
Council Action: Bus
Council or Committee: Appointments
Action: For Action
iCompass Status: Approved

David Stoneback: SWANCC Disposal Fees for FY21

Department: Public Works
Council Action: Bus
Council or Committee: APW
Action: For Action
iCompass Status: Approved

Kelley Gandurski: Resolution 3-R-21 State of Emergency

Department: Law
Council Action: Res
Council or Committee: CC
Action: For Action
iCompass Status: Approved
Emma Review/Final Agenda: Yes

David Stoneback: Award of Linden Room Renovation

Department: Public Works
Council Action: Bus
Council or Committee: APW
Action: For Action
iCompass Status: Approved

David Stoneback: Change Order 2 for Intake Design

Council or Committee: APW
Department: Public Works
Council Action: Bus
Action: For Action
iCompass Status: Approved
Emma Review/Final Agenda: Yes

Lawrence C. Hemingway: Robert Crown Refrigeration Maintenance Contract

Department: Parks & Rec
Council Action: Bus
Council or Committee: APW
Action: For Action
iCompass Status: Approved

Emma Review/Final Agenda: Yes

Sarah Flax: CDBG-CV Rental Assistance Program

Department: Community Dev
Council Action: SPB
Council or Committee: CC
Action: For Action
iCompass Status: Not Entered in System

Paul Zalmezak: Ord xx-O-20, Vacant Storefront Appearance

Department: CMO
Council Action: Ord
Council or Committee: APW
Action: For Introduction
iCompass Status: Not Entered in System

David Stoneback: ComEd Easement at McCulloch Park

Council or Committee: APW
Action: For Introduction
iCompass Status: Not Entered in System
Department: Public Works
Council Action: Bus

Johanna Nyden: Text Amendment - Home Occupations

Department: Community Dev
Council Action: Ord
Council or Committee: PD
Action: For Introduction
iCompass Status: Not Entered in System
Notes: Katie Boden working with Melissa Klotz

Johanna Nyden: Text Amendement - Body Art/Tattoo Establishments

Department: Community Dev
Council Action: Ord
Council or Committee: PD
Action: For Introduction
iCompass Status: Not Entered in System

Luke Stowe: Ord 1-O-21 Garage Lease - MedMen

Department: Admin Serv
Council Action: Ord
Council or Committee: APW
Action: For Intro and Action
iCompass Status: Not Entered in System
Notes: Braithwaite to request suspension

Hitesh Desai: Bills/Payroll/Credit Card

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

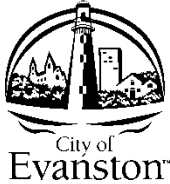
Minutes

Council Action: Bus
Council or Committee: CC

January 19, 2021 - Special Meeting - HOUSING

Johanna Nyden: Affordable Housing Updates

iCompass Status: Not Entered in System



Memorandum

To: Erika Storlie, City Manager

From: Hitesh Desai, CFO/City Treasurer
Tasheik Kerr, Management Analyst

Subject: November 2020 Monthly Financial Report

Date: January 7, 2021

Please find attached the unaudited financial statements as of November 30, 2020. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

November 2020	Revenue	Expense	Net	Fund Balance	Cash Balance
100 GENERAL FUND	105,330,093	102,153,352	3,176,741	18,845,475	15,662,679
175 GENERAL ASSISTANCE FUND	1,141,465	1,027,055	114,410	477,450	477,450
176 HEALTH AND HUMAN SERVICES	3,271,569	2,117,361	1,154,208	1,184,966	1,184,966
177 REPARATIONS FUND	14,707	-	14,707	16,042	16,042
180 GOOD NEIGHBOR FUND	1,001,773	827,015	174,758	427,303	427,303
185 LIBRARY FUND	8,056,287	6,707,501	1,348,786	3,418,429	3,419,071
186 LIBRARY DEBT SERVICE FUND	480,145	128,748	351,397	352,541	352,541
187 LIBRARY CAPITAL IMPROVEMENT FD	-	88,225	(88,225)	1,290,258	1,290,258
200 MOTOR FUEL TAX FUND	4,206,090	2,737,995	1,468,095	4,137,128	3,810,158
205 EMERGENCY TELEPHONE (E911) FUND	1,616,579	1,517,191	99,388	1,370,348	986,599
210 SPECIAL SERVICE AREA (SSA) #4	603,483	591,950	11,533	(214,660)	(214,660)
215 CDBG FUND	752,932	1,408,928	(655,996)	(592,699)	(592,699)
220 CDBG LOAN FUND	74,042	65,066	8,975	236,361	236,361
235 NEIGHBORHOOD IMPROVEMENT	332	150,077	(149,744)	22,120	22,120
240 HOME FUND	401,503	411,433	(9,931)	(2,405)	(2,405)
250 AFFORDABLE HOUSING FUND	777,359	917,376	(140,018)	3,785,585	3,914,086
320 DEBT SERVICE FUND	26,222,201	14,938,175	11,284,027	11,701,458	11,724,481
330 HOWARD-RIDGE TIF FUND	1,227,687	839,296	388,391	2,513,156	2,513,844
335 WEST EVANSTON TIF FUND	1,709,327	235,466	1,473,860	2,184,336	2,184,336
340 DEMPSTER-DODGE TIF FUND	262,707	152,050	110,657	218,460	218,460
345 CHICAGO-MAIN TIF	1,146,244	437,575	708,669	1,395,423	1,395,423
350 SPECIAL SERVICE AREA (SSA) #6	225,142	226,412	(1,270)	4,072	4,072
355 SPECIAL SERVICE AREA (SSA) #7	141,066	70,785	70,281	70,281	70,281
360 SPECIAL SERVICE AREA (SSA) #8	59,605	128,932	(69,327)	(69,327)	(69,327)
415 CAPITAL IMPROVEMENTS FUND	7,375,797	8,365,042	(989,245)	11,671,001	12,589,535
416 CROWN CONSTRUCTION FUND	2,126,970	9,014,652	(6,887,682)	758,469	4,618,722
417 CROWN COMMUNITY CTR MAINTENANCE	160,417	-	160,417	160,417	160,417
420 SPECIAL ASSESSMENT FUND	159,267	438,158	(278,891)	2,648,915	2,645,732
505 PARKING SYSTEM FUND	8,392,273	8,588,237	(195,964)	2,180,026	2,500,451
510 WATER FUND	32,723,786	24,099,935	8,623,850	11,692,548	11,672,187
515 SEWER FUND	13,186,843	10,974,673	2,212,170	7,190,142	5,630,732
520 SOLID WASTE FUND	5,468,038	4,707,971	760,067	220,536	(544,233)
600 FLEET SERVICES FUND	2,828,633	2,288,936	539,698	655,172	(545,937)
601 EQUIPMENT REPLACEMENT FUND	2,029,920	2,227,802	(197,882)	707,068	434,104
605 INSURANCE FUND	17,928,815	16,546,570	1,382,245	(10,210,853)	(5,144,198)
Grand Total	251,103,095	225,129,940	25,973,155	80,445,539	83,048,951

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 November 30, 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 November 30, 2020 with a fund balance of \$18,845,474 and cash balance of \$15,662,679. The attached financials show year-to-date General Fund revenues at 88.65% of budget and expenses at 87.16% of budget against the target of 91%.

Overall, revenues are slightly below target. Though the city has already received full property tax revenue, most of the Home Rule Taxes, and Sales Tax are below target because of the current economic environment caused by COVID-19. Expenses are slightly below target of 91%, because of less overtime and reduced program spending.

Staff continues to monitor Police and Fire overtime expenses. Through November, Police had spent 55% of budget for overtime, and Fire had spent 168% of budget. For Police, this is below target of 91% because of the pandemic. Overtime is higher in Fire Department due to continuing vacancies that require hirebacks to maintain minimum staffing.

Overtime Expenses	2019 Actual	2020 Budget	2020 YTD	% Budget
Police	\$1,485,193	\$1,486,784	\$813,038	55%
Fire	\$1,380,088	\$859,956	\$1,443,465	168%

Enterprise Funds

Parking fund revenues through November 30, 2020 are at 64.28% of budget and expenses are at 64.27%. The 2019 ending fund balance was \$2,375,989.

Through November 30, 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 November 30, 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 \$4,977,971.

Through November 30, 2020, the Solid Waste Fund has a fund balance of \$220,536 and a negative cash balance of \$544,233. The fund ended 2019 with an operating surplus of \$559,718, bringing it to an ending fund balance of negative \$539,532.

Other Funds

Through November 30, 2020, the SSA #4 Fund is showing a negative fund balance of \$214,660 and a cash balance of \$214,660.

Through November 30, 2020, the Capital Improvements Fund is showing a fund balance of \$11,671,000 and a cash balance of \$12,589,535. The fund continues to spend down Series 2019B and Series 2020 bond proceeds.

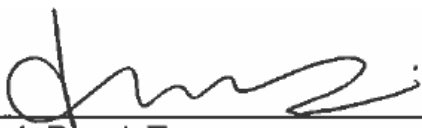
Through November 30, 2020, the Crown Construction fund is showing fund balance of \$758,469 and cash balance of \$4,618,722. The fund continues to spend down balances from bond proceeds and gifts from the Friends of Robert Crown..

Through November 30, 2020, the Insurance Fund is showing a negative fund balance of \$10,210,852 and a negative cash balance of \$5,144,198. 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

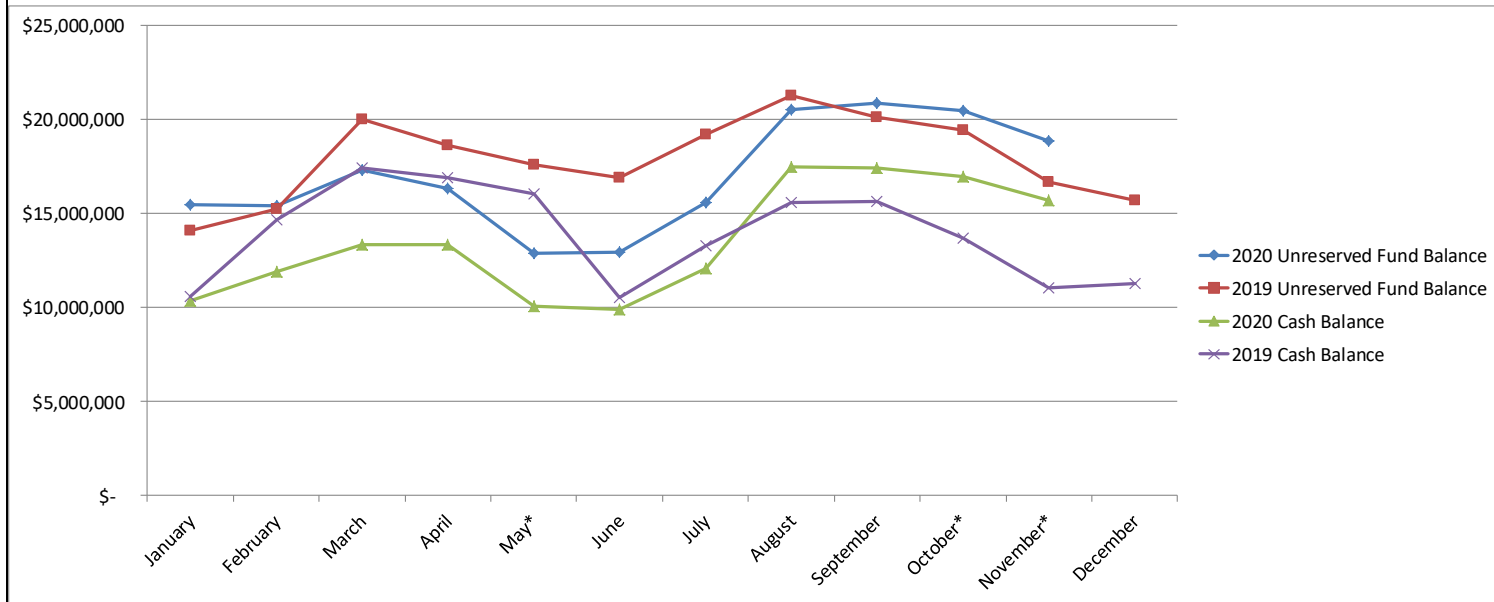
As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the November 30, 2020 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



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	\$ 20,840,392	\$ 20,464,587	\$ 18,845,475	
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	\$ 17,389,065	\$ 16,920,562	\$ 15,662,679	
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.

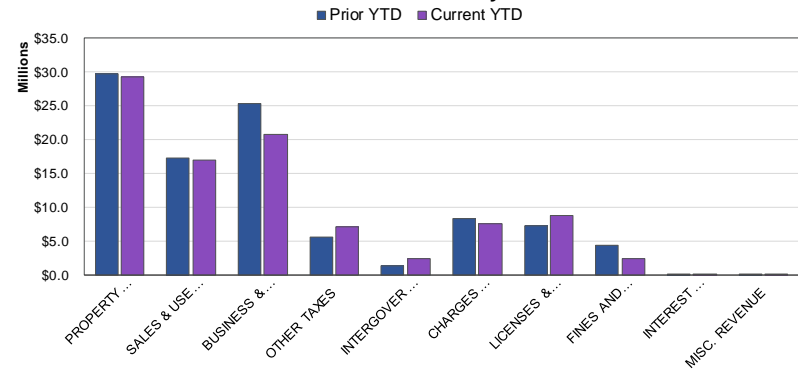
Major Funds Revenue Dashboard Summary

For the Period Ending November 30, 2020

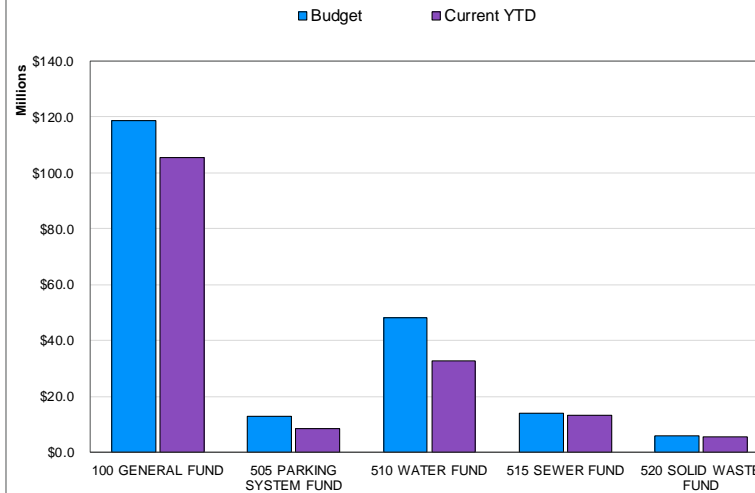
Top 10 GENERAL FUND Sources of Revenue (YTD)

Pension Property Tax	\$19,785,496
Property Taxes	\$9,515,860
Sales Tax - Basic	\$8,565,363
State Income Tax	\$7,412,665
Building Permits	\$6,393,648
Sales Tax - Home Rule	\$5,787,767
Recreation Program Fees	\$4,363,990
Wheel Tax	\$3,088,145
Real Estate Transfer Tax	\$2,873,331
From Parking Fund	\$2,724,691

General Fund Revenue by Source



Revenues by Fund



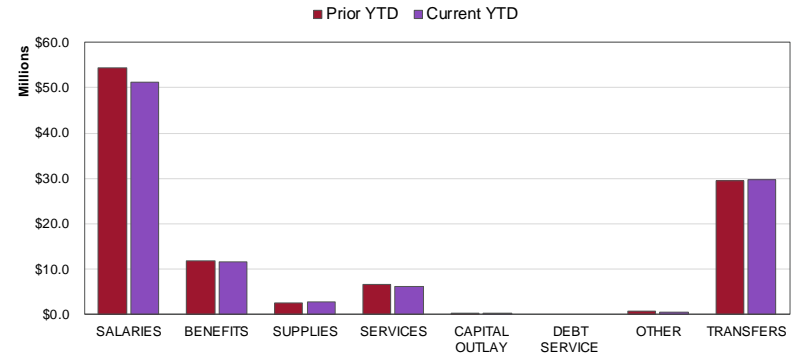
Major Funds Expenditure Dashboard Summary

For the Period Ending November 30, 2020

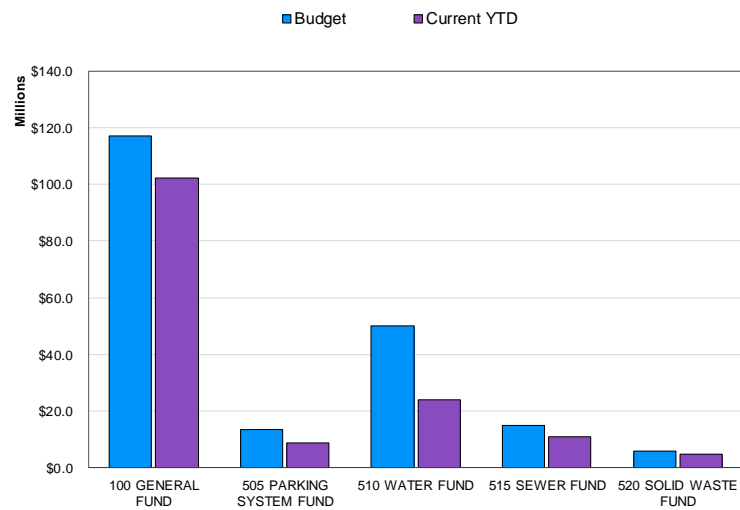
Top 10 GENERAL FUND Expenditures by Department (YTD)

Police	\$36,362,676
Fire Mgmt & Support	\$24,899,207
Public Works Agency	\$10,639,389
Parks, Rec. And Community Serv.	\$8,767,197
City Manager'S Office	\$8,371,657
Administrative Services	\$8,107,412
Community Development	\$2,780,049
Health	\$1,158,424
Law	\$461,491
City Council	\$440,265

General Fund Expenditures by Object



Expenditures by Fund





Memorandum

To: Honorable Mayor and Members of the City Council
From: Johanna Nyden, Community Development Director
Subject: Weekly Zoning Report
Date: January 7, 2021

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) 448-8014 or jnyden@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, December 18, 2020 - January 6, 2021

Backlog (business days received until reviewed): 6

Volume (number of cases pending staff review): 4

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	2135 Sherman Avenue	R4a	Building Permit	Detached garage, 24x24	10/21/20	pending additional information from the applicant
1	2243 Orrington Avenue	R1	Building Permit	Demolish garage, construct new coach house	12/28/20	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 minor variation application 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	1126 Pitner Avenue	R3	Building Permit	3-car detached garage	10/20/20	pending additional information from the applicant
2	1401 Lake Street	R1	Building Permit	2-story addition, porch, and interior remodel	11/30/20	non-compliant, pending minor variation application from the applicant
2	1804 Maple Avenue	RP	Building Permit	Interior remodel and expansion into adjacent space (Zen Leaf)	12/07/20	pending substitution of special use application from the applicant
2	1563 Dewey Avenue	R3	Zoning Analysis	2nd story addition to existing 1-1/2 story residence	12/08/20	pending additional information from the applicant
2	1708 Dempster Street	R3	Zoning Analysis	2nd story addition	12/23/20	pending staff review
2	1208 Ashland Avenue	R2	Zoning Analysis	New parking lot (St. Mary's Syro-Malankara Catholic Church)	01/05/21	pending staff review
3	1212 Judson Avenue	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
3	1217 Forest Avenue	R1	Building Permit	Replace driveway	10/25/20	pending additional information/revisions from the applicant
3	110 Burnham Place	R1	Building Permit	Renovation and additions	12/09/20	pending additional information from the applicant
3	1406 Chicago Avenue	R6	Building Permit	Awnings at front covering existing patios	12/22/20	pending DAPR 01/13/21
3	917 Edgemere Court	R1	Building Permit	New single-family residence	12/28/20	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	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	1220 Crain Street	R1	Building Permit	Addition to garage	11/08/20	pending additional information from the applicant

4	934 Elmwood Avenue	R3	Zoning Analysis	Remove rear patio and portion of walk, replace with new paver brick patio	11/12/20	pending additional information and revisions from the applicant
4	1136-1138 Wesley Avenue	R3	Zoning Analysis	Subdivide zoning lot, deconvert existing 2-flat to a single-family residence, construct new single-family residence on new lot	11/30/20	pending additional information from the applicant
4	1410 Greenleaf Street	B1	Building Permit	New 2-story building with 2 dwellings, office space and attached 3-car garage	12/08/20	non-compliant, pending revisions from the applicant, DAPR
4	1407 Main Street	R3	Building Permit	Inground pool, deck and pool coping	12/09/20	pending additional information from the applicant
5	2020 Ridge Avenue	C2	Building Permit	Interior remodel, exterior stairs and generators	09/28/20	pending additional information from the applicant
5	1928 Foster Street	R5	Building Permit	Carport	10/25/20	non-compliant, pending revisions from the applicant
5	1929 Wesley Avenue	R5	Building Permit	1-story addition	10/31/20	pending additional information/revisions from the applicant
5	1102 Foster Street	R4a	Building Permit	Patio and pergola	11/01/20	non-compliant, pending revisions
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	2634 Lawndale Avenue	R1	Building Permit	Addition and remodel garage	10/25/20	non-compliant, pending minor variation application
6	3044 Grant Street	R1	Building Permit	In ground pool, deck and patio	10/25/20	pending additional information/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	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	2648 Sheridan Road	R1	Building Permit	Addition	10/13/20	non-compliant, pending major variation application
7	2622 Orrington Avenue	R1	Building Permit	Addition and interior renovation, new detached garage	11/25/20	pending additional information from the applicant
8	955 Howard Street	B2	Building Permit	Interior renovation for new restaurant	12/22/20	pending special use application 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	811 Emerson Street	C1a	Planned Development	Major adjustment to a planned development to reduce required parking from 174 to 170 and to lease up to 50% of those spaces (85) to the public	12/10/20	pending PC, P&D
2	2101 Cleveland Street	R2	Minor Variation	Street side yard setback for 2nd story addition and front porch	12/09/20	determination after 01/08/21
2	1401 Lake Street	R1	Minor Variation	Building lot and impervious surface coverage for 2-story addition, porch, and terrace	12/23/20	determination after 01/26/21
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	416 Lake Street	R1	Major Variation	Building lot and impervious surface coverage, rear yard setback, roof eave yard obstruction, and separation distance between detached accessory structure and principal structure	12/11/20	pending DAPR, ZBA
4	800 Greenwood Street	C2	Special Use	Special use for Banquet Hall	09/08/20	pending CC 01/11/21
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 P&D 01/25/21
5	1930 Jackson Avenue	R5	Minor Variation	Interior side yard setback to garage/ADU and roof overhang	12/23/20	determination after 01/25/21
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 PC 02/10/21
6	2518 Thayer Street	R1	Minor Variation	Building lot coverage for a screened-in rear porch	10/01/20	determination pending additional information from the applicant
6	2634 Lawndale Avenue	R1	Minor Variation	Building lot coverage, impervious surface coverage, rear setback garage and roof overhang to addition to detached garage	12/12/20	determination after 01/13/21
7	2648 Sheridan Road	R1	Major Variation	Circular driveway	11/17/20	pending ZBA 1/19/21
7	2226 Hartzell Street	R1	Minor Variation	Street side yard setback for 2-story addition	12/02/20	determination pending additional information from the applicant
7	1809 Lincoln Street	R5/oCSC	Fence Variation	Front and street side setback	12/22/20	determination after 01/13/21



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: January 8, 2021

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, January 8, 2021

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1815 Ridge Avenue	Senior Living Facility	Fence, pedestrian canopy and streets are in good shape. The tower crane has been removed. Windows have been installed and the exterior envelope is enclosed. Site is being maintained.	1/6/2021
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Fences and sidewalks are in good condition. Demolition of the existing violence domestic shelter wing has been completed. Interior work continues. Site is being maintained.	1/6/2021
4	1555 Ridge	Multi-Family Building	Site and fencing are in good order. Minimal activity. Work will resume as the final building permit has been issued.	1/6/2021
8	1011 Howard (Evergreen Senior Housing)	Senior Living Facility	Site and fence are in good order. Site excavation continues. Site is being maintained.	1/6/2021



To: Honorable Mayor and Members of the City Council

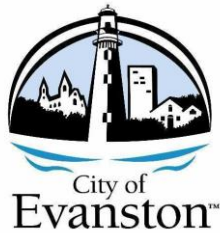
From: Gary Gerdes, Building and Inspection Services Manager

Subject: Monthly Construction Valuation and Permit Fee Report

Date: January 5, 2021

Enclosed is the monthly construction valuation and permit fee report. The report compares current month and year-to-date totals with those from 2019. Month and year-to-date Right of Way permit fee totals are included.

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



DATE: January 5, 2021
 TO: Erika Storlie, City Manager
 FROM: Gary Gerdes, Building and Inspection Services Division Manager
 SUBJECT: Building Permit & Construction Value Financial Report for December, 2020

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of December 2020	\$ 257,310
Total Permit Fees Collected Fiscal Year 2020	\$ 5,933,696
Total Permit fees Collected for the Month of December 2019	\$ 192,633
Total Permit Fees Collected Fiscal Year 2019	\$ 4,379,712

CONSTRUCTION VALUES

TOTAL CONSTRUCTION VALUE FOR DECEMBER 2020	\$ 25,390,428
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2020	\$ 333,540,578
TOTAL CONSTRUCTION VALUE FOR DECEMBER 2019	\$ 6,138,617
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2019	\$ 213,099,863

OTHER FEES

Total ROW Permit fees Collected for the Month of December 2020	\$ 69,376
Total ROW Permit Fees Collected Fiscal Year 2020	\$ 568,344



Memorandum

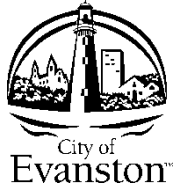
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: January 8, 2021

Ward	Property Address	Business Name	Date Received	Current Status
8	955 Howard St	Alis Halal Eatery	1/6/2021	Pending Building Permit Issuance
2	1813 Dempster St	Zentli	8/27/2020	Building Permit Issued – Pending Inspections
1	1607 Chicago Ave	Bobba Tea Shop	5/6/2020	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	Building Permit Issued – Pending Inspections
8	619 Howard St	Palmhouse 619	2/21/2020	Building Permit Issued – Pending Inspections
8	633 Howard St	Estacion	2/4/2020	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: January 8, 2021

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 JANUARY 8, 2021

#AllInIllinois #StayHomeSaveLives #ItOnlyWorksIfYouWearIt

NWMC Here to Help Update

On Thursday, the Illinois Department of Public Health (IDPH) reported the grim milestone of over 1 million Illinoisans infected with COVID-19 and 17,272 deaths since the start of the pandemic. IDPH Director Dr. Ngozi Ezike said, "Reporting more than one million COVID-19 cases in Illinois seemed like an unlikely number at the beginning of the pandemic, and we've now all seen how devastating this disease can be. I urge everyone to continue to wear their mask, avoid social gatherings, and get vaccinated when it's your turn."

Governor Pritzker on Wednesday gave a COVID-19 update and reported that 207,106 Illinoisans have received the first dose of the vaccine during Phase 1A (frontline healthcare workers and long-term care facility residents and staff). Once the Phase 1A group of approximately 850,000 individuals is substantially complete, the governor said that efforts will turn to Phase 1B, the 3.2 million frontline essential workers and residents 65 and older. He also announced that, beginning January 15, any region meeting the [IDPH Metrics](#) may move out of the Tier 3 mitigations, which have been in effect since November 20.

On Monday Cook County President Toni Preckwinkle hosted a videoconference with suburban officials to discuss the rollout of the vaccine and county preparations. The county posted a survey for organizations and individuals on its [COVID-19 website](#), to help "prioritize who's receiving the vaccine" and for "individuals that would like to receive regular updates about when and where they can receive COVID-19 vaccination." After the meeting, staff solicited questions, comments and concerns from members that were forwarded today to county staff to seek clarity on the vaccination plan. As a reminder, the other counties in the NWMC service territory have all created vaccination websites as follows:

DuPage County: <https://www.dupagehealth.org/667/COVID-19-Vaccine>

Kane County: <https://kanehealth.com/Pages/COVID-Vaccine.aspx>

Lake County: <https://www.lakecountyil.gov/4521/COVID-19-Vaccine>

McHenry County: <https://www.mchenrycountyil.gov/county-government/departments-a-i/health-department/covid-19-novel-coronavirus/vaccine>.

This morning staff sent the 24th update of NWMC member responses on business/resident assistance and best practices undertaken in response to the COVID-19 pandemic. This week's NWMC Here to Help update includes information and staff observations from: *Arlington Heights* (Business Assistance); *Bartlett* (Business Assistance); *Winnetka* (Business Assistance); NWMC member surveys (Video Gaming Terminal Fees); and, ComEd's Small Business Assistance Program. *Highland Park City Manager Ghida Neukirch* emailed staff this week with a reminder to members that grants given to businesses are 1099 reportable to the Internal Revenue Service. The NWMC Here to Help document will be updated and sent to the membership as significant responses and updates are received, so keep those updates coming!

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*

GM Announces 2021 Chevy Tahoe Order Cut-Off Date

The Suburban Purchasing Cooperative (SPC) has been advised by Currie Motors Chevrolet that General Motors has announced Sunday, March 21 as the factory order cut-off date for the 2021 Chevrolet Tahoe Police Patrol Vehicle (Contract #185). For questions or additional information, please contact staff or Tom Sullivan, 815-412-3227 or tsullivan@curriemotors.com. *Staff contact: Ellen Dayan*

CMAP Calls for Projects Now Open

The Chicago Metropolitan Agency for Planning (CMAP) is accepting applications for surface transportation project funding beginning today through Friday, March 5. CMAP programs funding for projects through three federal sources, including: the regional [Surface Transportation Program \(STP\) Shared Fund](#); [Congestion Mitigation and Air Quality Improvement Program \(CMAQ\)](#); and, the locally programmed [Transportation Alternatives Program \(TAP-L\)](#). Projects may address safety, transit, bicycle, or pedestrian improvements, as well as traffic and freight movement, bridge and road reconstruction, and vehicles and equipment that use alternative fuel sources.

On Friday, January 15 at 10:00 a.m., CMAP will host the second of two webinars relating to the Call for Projects. This webinar will cover how to submit an application via the eTIP website. To RSVP for the webinar and learn more about the call for projects, please visit <https://cmap.is/2021callforprojects>. *Staff contacts: Kendra Johnson, Matt Pasquini*

Mayors Caucus Issues Survey on COVID-19 and Housing Issues

From the desk of Metropolitan Mayors Caucus Director of Housing/Community Development Kyle Smith:

In follow up to our recent Committee meetings regarding housing impacts of the COVID-19 pandemic, we have designed a short survey to identify local needs as the pandemic continues. The information collected by the survey will be used to plan any future meetings of the Housing and Community Development Committee as well as identify partners to help the Committee members address shared challenges they are facing.

The short survey should take approximately 5 minutes to complete. We would greatly appreciate you or a designated staff person completing it by Monday, January 11. It is available at the link below: <https://www.surveymonkey.com/r/YN3DGR3>. *Staff contact: Mark Fowler*

MWRD Opens Flood-Prone Property Acquisition and Stormwater Partnership Programs

The Metropolitan Water Reclamation District of Greater Chicago (MWRD) is seeking project applications from local government organizations within the MWRD's corporate boundaries to address flooding and drainage problems through the MWRD's Voluntary Flood-Prone Property Acquisition Program and Local Stormwater Partnership Program. Applications will be accepted through Friday, March 12. An optional webinar to provide additional information for interested applicants is scheduled for Friday, January 22 at 2:00 p.m. For more information and to register for the webinar, please see the related [press release](#) or visit [MWRD's website](#). *Staff contacts: Mark Fowler, Kendra Johnson*

Active Transportation Alliance Requesting Feedback on ITEP Webinars

The Active Transportation Alliance (ATA) is seeking feedback on their webinar series held in conjunction with the Illinois Department of Transportation's (IDOT) call for projects for their Illinois Transportation Enhancement Program (ITEP) which was held this past fall. ATA hosted webinars and posted resources on their website in order to encourage municipalities and other organizations to submit successful applications to the program, which had an influx of funding due to the most recent state capital bill. To submit feedback on ATA's resources, as well as the application process in general, please complete the [online survey](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

IDOT Circular Letter Outlines Policy for Completing Delinquent NBIS Inspections Due to Hardship

On January 6, the Illinois Department of Transportation released Circular Letter 2021-01 to provide information to Local Public Agencies about the policy and procedure IDOT developed to complete delinquent bridge inspections due to hardship. In general, the policy and procedure developed by the Department is to provide limited, short-term assistance to entities with legitimate, and properly documented, hardship. For more information, please see the

[circular letter](#), or contact Bridge Management and Inspection Unit Chief William Beisner, DOT.BBS.BridgeMgmt@illinois.gov. *Staff contacts: Kendra Johnson, Matt Pasquini*

Meetings and Events

NWMC Finance Committee will meet Wednesday, January 13 at 12:00 p.m. via teleconference.

NWMC Board of Directors will meet Wednesday, January 13 at 7:00 p.m. via teleconference.

NWMC Legislative Committee will meet Wednesday, January 20 at 8:30 a.m. via teleconference.

North Shore Council of Mayors Technical Committee will meet Thursday, January 21 at 8:30 a.m. via teleconference.

Northwest Council of Mayors Technical Committee will meet Friday, January 22 at 8:30 a.m. via teleconference.

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