



Memorandum

To: Mayor Biss and Members of the City Council
From: Erika Storlie, City Manager
Subject: Weekly City Manager's Update
Date: May 21, 2021

STAFF REPORTS BY DEPARTMENT



Weekly Report for May 13, 2021 – May 19, 2021
**There will be no 311 report this week*

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule

Finance

Monthly Financial Report – March 2021
1st Quarter 2021 - Cash and Investment Report

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, May 24, 2021

Rules Committee

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

Administration and Public Works Committee - CANCELED

www.cityofevanston.org/apw

Planning & Development Committee - CANCELED

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

Wednesday, May 26, 2021

Public Safety Committee

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

Design and Project Review Committee

www.cityofevanston.org/dapr

Economic Development Committee

www.cityofevanston.org/economicdev

Plan Commission

www.cityofevanston.org/plancommission

City Council Agenda Items

Printed from Asana

January 11, 2021

January 19, 2021 - Special Meeting - HOUSING

January 25, 2021

February 8, 2021

February 22, 2021

March 8, 2021

March 22, 2021

April 12, 2021

April 26, 2021

May 10, 2021

May 24, 2021

David Stoneback: Change Order #1 with the Metropolitan Water Reclamation District of Greater Chicago for FY 2021 Estimated Annual User Charge for Disposal of Sludge Generated as Part of the Water Treatment Process

Department: Public Works
Council Action: Bus
Council or Committee: APW
Action: For Action
iCompass Status: Approved
MWEBE Memo: No

David Stoneback: Eng services during construction for Main St project

Department: Public Works
Council Action: Bus
Council or Committee: APW
Action: For Action
iCompass Status: Pending Approval
MWEBE Memo: No

David Stoneback: Ordinance 21-O-21, Modifying the City of Evanston Grid System By Renaming A Portion of Oak Avenue as Norwood Court

Department: Public Works
Council Action: Ord
Council or Committee: APW
Action: For Introduction
iCompass Status: Approved
MWEBE Memo: No

- Luke Stowe:** Ordinance 51-O-21, Amending Title 2, Chapter 3 of the City Code to Reflect Changes in the Public Safety Civil Service Commission Rules

Department: Admin Serv
Council Action: Ord
Council or Committee: APW
Action: For Introduction
iCompass Status: Approved
MWEBE Memo: No

- David Stoneback:** SWANCC Resolution

MWEBE Memo: No
Department: Public Works
Council Action: Res
Council or Committee: APW
Action: For Action
iCompass Status: Approved

- David Stoneback:** ADA Transition Plan

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

- David Stoneback:** award of 2021 CIPP contract B

Department: Public Works
Council Action: Bus
MWEBE Memo: Yes
Council or Committee: APW
Action: For Action
iCompass Status: Pending Approval

- David Stoneback:** 2021 Water Main Improvement project award

Department: Public Works
Council Action: Bus
Council or Committee: APW
Action: For Action
iCompass Status: Pending Approval
MWEBE Memo: Yes

- David Stoneback:** Award of Main St Water Main Project

Department: Public Works
Council Action: Bus
Council or Committee: APW
Action: For Action
iCompass Status: Pending Approval
MWEBE Memo: No

- David Stoneback:** Award of 2021 MFT Street Resurfacing

Department: Public Works

Council Action: Bus
Council or Committee: APW
Action: For Action
iCompass Status: Approved
MWEBE Memo: Yes

David Stoneback: Award of 50/50 sidewalk replacement project

Department: Public Works
Council Action: Bus
Council or Committee: APW
Action: For Action
iCompass Status: Entered
MWEBE Memo: Yes

Kelley Gandurski: Ordinance 53-O-21 Extension of NU Special Events

Department: CMO
Council Action: Ord
Council or Committee: PD
Action: For Action
iCompass Status: Approved
Emma Review/Final Agenda: Yes

Johanna Nyden: Ordinance 35-O-21 Special Use for Office at 1327 Chicago Ave./528 Greenwood St.

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

Johanna Nyden: Ordinance 56-O-21 Special Use for a Daycare Center - Animal, Rex's Place, at 2120 Ashland Ave

Department: Community Dev
Council Action: Ord
Council or Committee: PD
Action: For Introduction
iCompass Status: Approved
Emma Review/Final Agenda: No

Nicholas Cummings: 20-O-21 Amendments to the Ethics Ordinance

Department: Law
Council Action: Ord
Council or Committee: Rules
Action: For Action
iCompass Status: Approved

Kimberly Richardson: Resolution XX-R-21, Authorizing the Creation of the Reimagining Public Safety Committee

Department: Mayor's Office
Council Action: Res
Action: For Action
Council or Committee: Rules

Johanna Nyden: Restructure of CDBG/BCC/MHB to two Groups

Department: Community Dev
Council Action: Ord
Council or Committee: Rules
Action: For Action
iCompass Status: Pending Approval

Hazard Pay

Council Action: SPB
Action: For Discussion

Emma Carter: ARP Funding

Council Action: SPB
Department: CMO
Action: For Discussion

Lawrence C. Hemingway: Free Beach Discussion

Department: Parks & Rec
Council Action: SPB
Action: For Discussion
iCompass Status: Not Entered in System

Johanna Nyden: Approval for up to \$50,000 of CDBG-CV Funding for the Entrepreneurship Grant Program - Emergency Assistance to Support Evanston Businesses' Recovery from the Coronavirus

Department: Community Dev
Council Action: SPB
Action: For Action
iCompass Status: Entered

TBD

Demitrous Cook: Increased traffic fines

Department: Police
Council Action: Ord
Council or Committee: APW
Action: For Introduction
iCompass Status: Not Entered in System
MWEBE Memo: No

Shohenkirk@cityofevanston.org: Resolution 17-R-21, Implementing Gender Inclusive Language and Recommended Terms in Communications

Department: CMO
Council Action: Res
Council or Committee: APW
Action: For Action
iCompass Status: Pending Approval

Hitesh Desai: Amusement Tax - Small Events

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

On-Street Residential Parking Permits

Department: Admin Serv
Council Action: Ord
Council or Committee: APW
Notes: Handle after Jan - wait for permits/wheel tax renewals to be completed.

Check if need to prepare an Ordinance for the locations not in the Code but receive a residential permit. Memo from October 2018 said would come back with Ordinance. Not sure that was done.

Also work on combining districts for ease of renewing

Johanna Nyden: P&D Discussion Pre-approved ADU plans



Memorandum

To: Erika Storlie, City Manager

From: Hitesh Desai, CFO/ City Treasurer
Tammi Nunez, Purchasing Manager

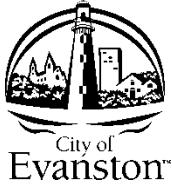
Subject: Bids/RFPs/RFQs Advertised during the Week of May 17, 2021

Date: May 21, 2021

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 sent during the Week of May 17, 2021

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/Library Board Date
Bid 21-18 2021 Parking Lot and Park Improvement Project	Public Works	Work on this project includes asphalt parking lot resurfacing and concrete sidewalk improvements at Poplar Avenue from Colfax Street to Livingston Street and asphalt path removal and replacement with grading modifications to improve drainage at Lovelace Park. Bidders must be prequalified by the Illinois Department of Transportation (IDOT) and present an IDOT issued "Certificate of Eligibility" with the bid proposal.	\$450,000	6/22	7/12



Memorandum

To: Erika Storlie, City Manager

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

Subject: March 2021 Monthly Financial Report

Date: May 21, 2021

Please find attached the unaudited financial statements as of March 31, 2021. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

March 2021	Revenue	Expense	Net	Fund Balance	Cash Balance
100 GENERAL FUND	32,535,423	28,782,591	3,752,832	21,219,099	20,624,356
175 GENERAL ASSISTANCE FUND	476,360	269,729	206,630	596,165	596,102
176 HEALTH AND HUMAN SERVICES	1,670,726	346,861	1,323,865	2,293,928	1,193,838
177 REPARATIONS FUND	8,821	10	8,811	226,952	226,952
180 GOOD NEIGHBOR FUND	1,000,105	414,199	585,906	936,724	936,724
185 LIBRARY FUND	3,496,178	1,799,377	1,696,801	4,591,641	4,604,026
186 LIBRARY DEBT SERVICE FUND	200,000	-	200,000	201,145	29,028
187 LIBRARY CAPITAL IMPROVEMENT FD	-	89,774	(89,774)	1,194,184	1,194,184
200 MOTOR FUEL TAX FUND	1,486,233	595,247	890,986	4,853,729	4,631,335
205 EMERGENCY TELEPHONE (E911) FUND	357,189	176,008	181,182	1,570,812	1,214,125
210 SPECIAL SERVICE AREA (SSA) #4	150,434	-	150,434	(64,226)	(214,660)
215 CDBG FUND	-	124,312	(124,312)	(63,489)	(63,489)
220 CDBG LOAN FUND	33,241	-	33,241	216,066	216,066
235 NEIGHBORHOOD IMPROVEMENT	7	3	4	22,125	22,125
240 HOME FUND	10,899	16,167	(5,268)	24,297	24,297
250 AFFORDABLE HOUSING FUND	34,858	45,956	(11,098)	3,790,685	3,931,307
320 DEBT SERVICE FUND	5,819,737	1	5,819,736	6,541,195	6,736,335
330 HOWARD-RIDGE TIF FUND	593,949	55,089	538,860	2,874,903	2,858,033
335 WEST EVANSTON TIF FUND	937,549	19,091	918,458	2,713,088	2,713,088
340 DEMPSTER-DODGE TIF FUND	93,748	42,563	51,184	263,447	263,447
345 CHICAGO-MAIN TIF	402,711	182,617	220,094	1,544,765	1,544,765
350 SPECIAL SERVICE AREA (SSA) #6	2,714	0	2,714	6,787	6,787
355 SPECIAL SERVICE AREA (SSA) #7	44,853	0	44,853	45,206	378
360 SPECIAL SERVICE AREA (SSA) #8	21,514	-	21,514	22,560	1,046
415 CAPITAL IMPROVEMENTS FUND	4,153	586,144	(581,991)	9,936,521	10,326,888
416 CROWN CONSTRUCTION FUND	2,002,951	25,037	1,977,914	4,608,798	5,897,055
417 CROWN COMMUNITY CTR MAINTENANCE	43,749	-	43,749	218,749	218,749
420 SPECIAL ASSESSMENT FUND	46,532	122,346	(75,814)	2,577,653	2,574,470
505 PARKING SYSTEM FUND	1,616,592	2,260,374	(643,782)	(4,238,557)	99,085
510 WATER FUND	4,835,890	4,960,253	(124,364)	9,608,879	9,641,997
515 SEWER FUND	2,158,882	1,889,849	269,033	8,004,262	3,922,759
520 SOLID WASTE FUND	1,770,349	1,094,618	675,731	771,130	(624,617)
600 FLEET SERVICES FUND	776,859	619,635	157,224	896,905	(452,312)
601 EQUIPMENT REPLACEMENT FUND	56,377	572,570	(516,193)	470,315	7,351
605 INSURANCE FUND	5,100,614	5,049,717	50,897	(9,412,792)	(5,647,518)
Grand Total	67,790,195	50,140,138	17,650,057	79,063,651	79,254,103

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

Included above are ending fund and cash balances as of March 31, 2021. 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 for 2021.

Fund Balance numbers for FY 2020 are unaudited and subject to change. The audited fund balance numbers will be included with the June financials.

General Fund

The unaudited financial statements show the General Fund as of March 31, 2021 with a fund balance of \$21, 219,099 and cash balance of \$20,624,356. The attached financials show General Fund revenues at 29.31% of budget and expenses at 25.93% of budget against a target of 25%. The estimated 2020 ending balance for the General Fund is 17,466,267.

As of March 31, 43.66% of property tax revenue to the General Fund has been received as a part of first installment disbursement. The second installment of property taxes will be received in July and August. Expenses are at target, as January through March 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 March, Police had spent 15% of budget for overtime, and Fire had spent 55% of budget. For Police, this is below target of 25%. Overtime is higher in Fire Department due to continuing vacancies that require hirebacks to maintain minimum staffing. Fire Overtime is also high in March due to Firefighter/Paramedics serving at vaccine clinics. This cost is expected to be covered by FEMA reimbursement.

Overtime Expenses	2020 Actual	2021 Budget	2021 YTD	% Budget
Police	\$913,232.54	\$ 1,484,322	\$222,771.04	15%
Fire	\$1,651,457.17	\$ 959,956.00	\$527,368.07	55%

Enterprise Funds

Parking fund revenues through March 31, 2021 are at 13.99% of budget and expenses are at 20.09%. The fund is expected to end 2020 with an estimated negative fund balance of \$3,594,775.

Through March 31, 2021 , the Water Fund appears low on revenue and expenses. This is because capital projects funded with IEPA loan/debt will take place later in the year. These projects are budgeted in Other Revenue and expenses in Capital Outlay. The estimated 2020 ending fund balance is \$9,733,242.

The Water Fund revenues reflect payment from the Village of Skokie at the rate of \$1.26 per 1000 gallons as agreed upon recently.

Through March 31, 2021, the Sewer Fund also appears low on expenses mainly due to the capital projects and debt service payments occurring later in the year. The revenues are low because of bond proceeds (budgeted as Other Financing Sources) expected in late summer. The 2020 estimated ending fund balance is \$7,735,228.

Through March 31, 2021, the Solid Waste Fund has a fund balance of \$771,130 and a negative cash balance of \$624,617. The fund is expected to end 2020 with an estimated fund balance of \$95,400.

Other Funds

Through March 31, 2021, the SSA #4 Fund is showing a negative fund balance of \$64,226 660 and a cash balance of \$214,660.

Through March 31, 2021, the Capital Improvements Fund is showing a fund balance of \$9,936,521 and a cash balance of \$10,326,888. The fund continues to spend down Series 2019B and Series 2020 bond proceeds.

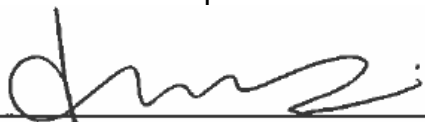
Through March 31, 2021, the Crown Construction fund is showing fund balance of \$4,608,798 and cash balance of \$5,897,055.. The fund continues to spend down balances from bond proceeds and gifts from the Friends of Robert Crown.

Through March 31, 2021, the Insurance Fund is showing a negative fund balance of \$9,412,792 and a negative cash balance of \$5,647,518. 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 March 31, 2021 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

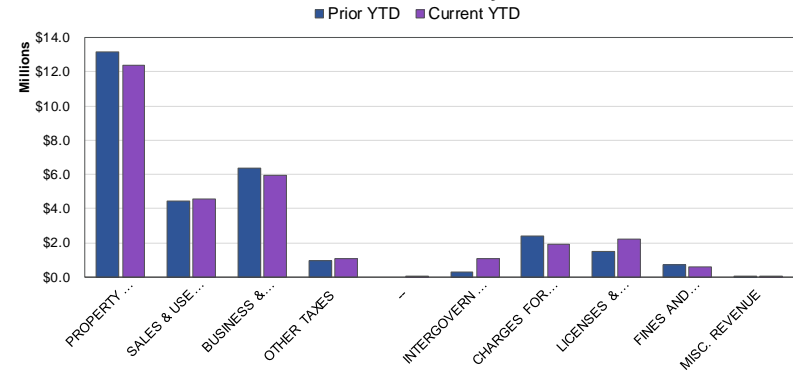
Major Funds Revenue Dashboard Summary

For the Period Ending March 31, 2021

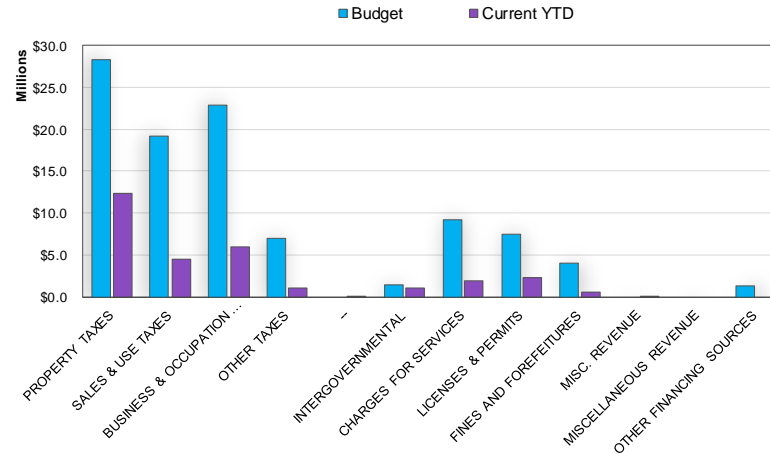
Top 10 GENERAL FUND Sources of Revenue (YTD)

Pension Property Tax	\$8,528,835
Property Taxes	\$3,826,395
Sales Tax - Basic	\$2,338,196
State Income Tax	\$2,327,958
Sales Tax - Home Rule	\$1,583,176
Building Permits	\$1,497,526
Recreation Program Fees	\$1,284,292
Real Estate Transfer Tax	\$819,445
Electric Utility Tax	\$753,615
State Use Tax	\$638,250

General Fund Revenue by Source



General Fund Revenue by Source



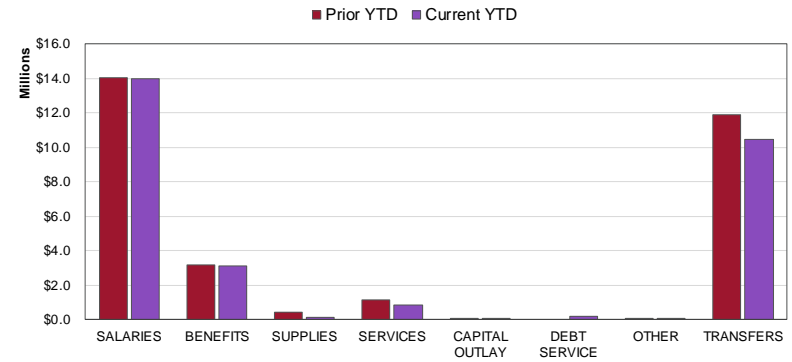
Major Funds Expenditure Dashboard Summary

For the Period Ending March 31, 2021

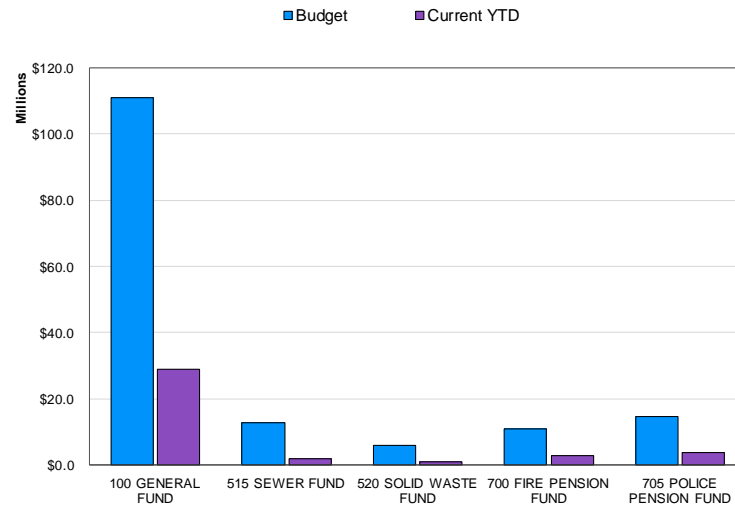
Top 10 GENERAL FUND Expenditures by Department (YTD)

Police	\$6,625,154
Fire Mgmt & Support	\$3,772,449
Public Works Agency	\$2,406,928
Administrative Services	\$1,770,582
Parks, Rec. And Community Serv.	\$1,617,715
City Manager'S Office	\$883,759
Community Development	\$672,249
Health	\$341,614
Law	\$108,238
City Council	\$101,301

General Fund Expenditures by Object



Expenditures by Fund





Memorandum

To: Erika Storlie, City Manager
From: Hitesh Desai, CFO/ Treasurer
Subject: 1st Quarter 2021 - Cash and Investment Report
Date: May 14, 2021

Attached please find the Cash and Investment report as of March 31, 2021.

A comparison between the 1st quarter 2021 and 4th quarter 2020 investment reports indicate an increase in combined cash & investments of \$12,800,395 from \$66,670,483 to \$79,470,878. The increase is mainly attributable to Property Tax receipts.

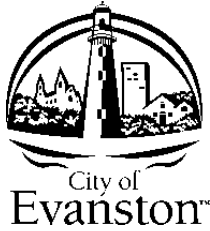
The adverse impact on revenues from COVID 19 has also affected cash and investments including investment strategies. During the 1st quarter, we continued to focus on maintaining the liquidity while striving for the maximum returns on Cash and Investments. We will continue to monitor the interest rate environment and overall economy.

Cash and investments with individual financial institution are summarized below:

	3/31/2021	12/31/2020	Change
Cash	46,825,394	35,825,427	9,999,967
Investments	33,645,484	30,845,056	2,800,428
TOTAL	79,470,878	66,670,483	12,800,395

As of March 31, 2021, ledger balances showing the highest percentage of total deposit was held by Byline Bank at \$45.8M or 57.7% of the total. Wintrust was at 13.6M or 17.1%, while IMET and IL Funds were both at \$8.6M or 10.8%. Fifth Third Bank held \$1.6M or 2.0%, and PMA held \$1.3M or 1.6%. In this low interest rate environment, we try to take advantage of the opportunity for higher investment returns by moving money amongst the banks while also trying to be compliant with our investment policy of not having over 50% in one institution. Staff will continue to monitor the allocation of Cash and Investments.

If you have any questions on this report or would like to discuss in greater detail, please contact me by phone at (847) 448.8082 or by e-mail at hdesai@cityofevanston.org.



Memorandum

To: Honorable Mayor and Members of the City Council
From: Johanna Nyden, Community Development Director
Subject: Weekly Zoning Report
Date: May 21, 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, May 13, 2021 - May 19, 2021

Backlog (business days received until reviewed): 26

Volume (number of cases pending staff review): 53

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1525 Judson Avenue	R1	Zoning Analysis	Remove previous 1-story addition, construct new 2-story addition, attached garage, remove detached garage	02/09/21	pending additional information from the applicant
1	1629 Judson Avenue	R1	Building Permit	Interior remodel, window replacement	04/27/21	pending additional information, Preservation
2	1208 Ashland Avenue	R2	Zoning Analysis	New parking lot (St. Mary's Syro-Malankara Catholic Church)	01/05/21	non-compliant, pending revisions from the applicant, special use and major variation applications submittal
2	1736 Wesley Avenue	R1	Building Permit	Replace driveway, walkds, patio, install paver ribbon on the apron	04/05/21	pending revision from the applicant
2	2322 Nathaniel Place	R2	Building Permit	Remove front walk and stoop, replace with pavers	04/09/21	pending additional information from the applicant
2	1554 Florence Avenue	R3	Building Permit	New front porch	04/20/21	pending staff review
2	1513 Lake Street	R3	Building Permit	Remove and replace patio and sidewalk	04/22/21	pending staff review
2	1714 Greenwood Street	R3	Building Permit	Alter garage roof, concrete pad	05/01/21	pending staff review
2	1110 Pitner Avenue	R3	Building Permit	Patio	05/05/21	pending staff review
2	1557 Florence Avenue	R3	Building Permit	Replace driveway, sidewalk, and patio	05/08/21	pending staff review
2	1553 Dewey Avenue	R3	Building Permit	New 22x24 detached garage	05/11/21	pending staff review
2	2321 Lake Street	R2	Building Permit	Patio	05/12/21	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	1200 Sheridan Road	R1	Building Permit	Inground swimming pool and spa with automatic locking cover and paver pool deck	02/12/21	pending minor variation application
3	945 Sheridan Road	R1	Building Permit	Concrete and paver walk, terrace, fire pit, patios, fencing, and walls	05/05/21	pending additional information
3	925 Edgemere Court	R1	Building Permit	Pool renovation	05/11/21	pending staff review
4	1212 Sherman Avenue	R3	Building Permit	Coach house	10/06/20	non-compliant, pending revisions 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	1410 Greenleaf Street	B1	Building Permit	New 2-story building with 2 dwellings, office space and attached 3-car garage	12/08/20	pending revisions from the applicant
4	1508 Sherman Avenue	D4	Building Permit	Interior commercial space build out for coffee shop	01/21/21	pending administrative review application by applicant
4	1211 Ridge Avenue	R1	Building Permit	New single-family residence	03/17/21	pending plat of subdivision recording
4	1011 Ridge Court	R1	Building Permit	2-story addition	03/27/21	non-compliant, pending minor variation application from the applicant

4	1408 Greenleaf Street	B1	Building Permit	Addition and 2nd-story addition to coach house	04/09/21	pending additional information
4	1006 Asbury Avenue	R1	Building Permit	Deck and fence	05/01/21	pending staff review
4	1142 Wesley Avenue	R3	Building Permit	New single-family residence	05/04/21	pending staff review
4	1026 Ridge Court	R1	Building Permit	Detached carport	05/06/21	pending staff review
4	1571 Wesley Avenue	R1	Building Permit	Brick patio and retaining wall	05/10/21	pending staff review
4	1417 Greenleaf Street	R3	Building Permit	Demolish existing porch, rebuild porch deck, railing and stairs	05/21/21	pending staff review
4	1019 Florence Avenue	R3	Building Permit	Remove walk and install new paver walk	05/12/21	pending staff review
4	1310 Maple Avenue	R5	Building Permit	Asphalt parking removal and replacement	05/14/21	pending staff review
4	1525 Lee Street	R3	Building Permit	Shed	05/15/21	pending staff review
5	1928 Foster Street	R5	Building Permit	Carport	10/25/20	non-compliant, pending revisions from the applicant
5	1102 Foster Street	R4a	Building Permit	Patio and pergola	11/01/20	non-compliant, pending revisions from the applicant
5	2044 Wesley Avenue, 2019 Jackson Avenue, and 2024-26 Green Bay Road	R4 & R5/oWE	Zoning Analysis	Planned Development for new 21 townhomes in 6 buildings and a 12-unit multi-family dwelling, including new private street	01/13/21	non-compliant, pending revisions from the applicant
5	2200 Ashland Avenue	MXE	Building Permit	Interior remodel with accessory residential occupancy (Superior Ambulance)	03/29/21	pending additional information from the applicant
5	1807 Grey Avenue	R3	Building Permit	Deck	04/10/21	pending additional information from the applicant
5	2012 Maple Avenue	R4a	Building Permit	New single-family residence	04/13/21	pending staff review
5	1835 Ashland Avenue	R2	Building Permit	Addition and remodel	05/08/21	pending staff review
5	1747 Grey Avenue	R3	Building Permit	Replace deck	05/12/21	pending staff review
5	2200 Green Bay Road	C2	Building Permit	Facade renovation (NorthStar)	05/19/21	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	2634 Lawndale Avenue	R1	Building Permit	Addition and remodel garage	10/25/20	non-compliant, pending revisions per approved minor variation
6	2411 Crawford Avenue	R2	Building Permit	New patio	01/15/21	non-compliant, pending revisions from the applicant
6	3026 Thayer Street	R1	Building Permit	New 22x20 detached garage	03/03/21	pending minor variation application from the applicant
6	2533 Lawndale Avenue	R1	Building Permit	2-story addition, interior renovation	03/03/21	pending minor variation application submitted by applicant
6	2750 Lawndale Avenue	R1	Zoning Analysis	Remove patio, install paver patio	03/29/21	pending additional information from the applicant
6	3126 Isabella Street	R1	Zoning Analysis	Remove and repour driveway, reset new paver walk	04/09/21	pending additional information from the applicant
6	2909 Colfax Street	R1	Building Permit	New 20x24 garage	04/12/21	non-compliant, pending revisions from the applicant
6	3241 Hartzell Street	R1	Building Permit	Paver driveway and on west side walk	04/13/21	pending additional information from the applicant

6	2731 Elgin Road	R1	Zoning Analysis	Remove portion of walk, extend concrete driveway	04/26/21	pending staff review
6	2814 Central Street	B1a/oCS	Building Permit	One story addition, interior alteration, modify playground and fence, re-stripe part of the existing parking area (Little Green Tree House)	04/28/21	pending staff review
6	3032 Hartzell Street	R1	Building Permit	New 22x20 detached garage	04/29/21	pending staff review
6	2749 Lincolnwood Drive	R1	Building Permit	Enlarge brpatio, repair brick walk, gravel patioick	04/29/21	pending staff review
6	3110 Hartzell Street	R1	Building Permit	Demolish and rebuild 2 exterior salls, new decking, enclosure under porch	05/01/21	pending staff review
6	3017 Central Street	R4	Building Permit	Replace sunroom and deck	05/05/21	pending staff review
6	2131 Lincolnwood Drive	R1	Building Permit	Patio	05/06/21	pending staff review
6	2759 Crawford Avenue	R2	Building Permit	Roof mounted solar panels	05/11/21	pending staff review
6	2427 Payne Street	R1	Building Permit	Deck	05/13/21	pending staff review
6	2507 Prospect Avenue	R1	Building Permit	Mudroom addition	05/15/21	pending staff review
6	2320 Prospect Avenue	R1	Building Permit	Remove deck, concrete walk and patio, install paver patio	05/17/21	pending staff review
6	2514 Grant Street	R1	Building Permit	Remove concrete walk, install flagstone walk and grill pad	05/19/21	pending staff review
6	2726 Simpson Street	R1	Zoning Analysis	Brick paver and steppers, remove/replace front stoop, remove front walk and replace with brick	05/19/21	pending staff review
6	3035 Thayer Street	R1	Zoning Analysis	New step stone walk and paver patio	05/19/21	pending staff review
6	2414 Hartzell Street	R1	Zoning Analysis	2nd story addition and 1-story addition, new deck and covered porch, interior renovation	05/19/21	pending staff review
7	1927 Lincoln Street	R1	Building Permit	Rebuild patio and walks, outdoor kitchen	03/11/21	pending additional information from the applicant
7	2012 Colfax Street	R3	Building Permit	Interior renovation and new deck	04/03/21	pending additional information from the applicant
7	2020 Colfax Street	R1	Building Permit	Replace deck	04/05/21	non-compliant, pending revisions from the applicant
7	1626 Lincoln Street	R1	Building Permit	New paver patio	04/26/21	pending revisions from the applicant
7	1506 Lincoln Street	R1	Building Permit	Replace front porch and walk	04/26/21	pending additional information from the applicant
7	1604 Colfax Street	R1	Zoning Analysis	New garage	04/26/21	pending staff review
7	1715 Chancellor Street	R1	Building Permit	New garage and rear yard improvements	04/28/21	pending staff review
7	1409 Lincoln Street	R1	Building Permit	Exterior and interior alteration	05/01/21	pending staff review
7	627 Clinton Place	R1	Building Permit	Replace driveway, install concrete barrier	05/01/21	pending staff review
7	2102 Harrison Street	R3	Building Permit	New 2-dwelling unit townhome	05/04/21	pending staff review
7	1030 Central Street	OS	Building Permit	Shed (Canel Shores Golf Course)	05/05/21	pending staff review
7	2025 McDaniel Avenue	R1	Building Permit	Replace deck	05/06/21	pending staff review
7	2615 Ridge Avenue	R1	Building Permit	Remove concrete walk, install rear paver patio and shed	05/15/21	pending staff review
8	227 Grey Avenue	R2	Building Permit	Deck	03/29/21	pending revisions from the applicant
8	1115 Harvard Terrace	R2	Building Permit	New 22x22 detached garage	04/20/21	pending staff review
8	1805 Howard Street	C1	Building Permit	Pergola	04/29/21	pending staff review
8	318 Ashland Avenue	R1	Building Permit	Free-standing porch with passageway to existing residence	05/03/21	pending staff review

8	1102 Mulford Street	R2	Building Permit	Replace porch	05/14/21	pending staff review
8	2255 Howard Street	C1	Building Permit	Interior build-out (Ross Dress For Less)	05/15/21	pending additional information from the applicant
9	1328 Cleveland Street	R3	Building Permit	Interior and exterior renovations	04/05/21	non-compliant, pending minor variation application from the applicant
9	637 Dodge Avenue	R2	Building Permit	Detached garage	04/09/21	non-compliant, pending revisions from the applicant
8	831 Monroe Street	R1	Zoning Analysis	Remove patio and walk, install new patio	04/09/21	pending additional information from the applicant
9	1730 South Boulevard	R2	Building Permit	Shed	04/29/21	pending staff review
9	1410 Washington Street	R3	Building Permit	Deck	04/29/21	pending staff review
9	1703 Cleveland Street	R2	Building Permit	Roof mounted solar panels	05/01/21	pending staff review
9	1124 South Boulevard	R2	Building Permit	Sunroom and deck	05/04/21	pending staff review
9	734 Elmwood Avenue	R1	Building Permit	Remodel existing portico	05/11/21	pending staff review

Pending building permit and zoning analysis reviews older than 6 months where there has not been activity are periodically removed from the zoning report.

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	2315 Ridge Ave	R1	Minor Variation	Building lot and impervious surface coverage for screened-in porch and open deck	02/05/21	revised plan submitted, pending review and determination
2	2021 Lee Street	I2	Major Variation	Rear yard setback to a 1-story addition (C.E. Niehoff)	03/24/21	pending ZBA 05/18/21
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	pending P&D 05/24/21
3	1200 Sheridan Road	R1	Minor Variation	In-ground pool located in interior side yard when required to be located in rear yard	04/14/21	determination after 05/18/21
3	1012 Chicago Avenue	C1a	Planned Development	New 5-story mixed use building with ground floor retail, 116 dwelling units, underground parking garage with 59 parking spaces	05/07/12	pending staff review
4	1555 Oak Avenue	R6	Special Use	Special use for a Cultural Facility (Halim Time & Glass Museum at King Homes)	04/21/21	pending ZBA 05/18/21
4	1577 Maple Avenue	D3	Special Use	Special use for a Tatto facility, microblading	04/26/21	pending ZBA 05/18/21
4	1011 Ridge Court	R1	Minor Variation	Building lot and impervious surface coverage for 2-story rear addition	04/26/21	determination after 05/24/21
5	2116-2120 Ashland Avenue	MXE	Special Use	Expansion of Doggy Daycare (Rex's Place)	03/16/21	pending P&D 05/24/21
5	2035 Dodge Avenue	R3	Minor Variation	Rear setback to detached garage (garage under construction)	04/27/21	determination after 05/26/21
6	2715 Hurd Avenue	R1	Planned Development	Demolish existing structure (church), construct new 2-story 19,836 square foot building for a Daycare Center-Children	09/09/20	Planned Development application withdrawn by applicant
6	2533 Lawndale Avenue	R1	Minor Variation	Building lot coverage for addition and rear covered porch	04/13/21	determination after 05/18/21
6	3026 Thayer Street	R1	Minor Variation	Building lot coverage for 20x22 detached garage	04/28/21	determination after 05/27/21
8	1731 Howard Street	C1	Special Use	Special use for a Wholesaling establishment (Montelimar Bread Company)	04/26/21	pending ZBA 05/18/21

9	913 Madison Street	R1	Minor Variation	Interior side setback to accessory structure	04/12/21	determination after 05/18/21
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To: Erika Storlie, City Manager
From: Gary Gerdes, Building and Inspection Services Manager
Subject: Weekly Inspection Report
Date: May 21, 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, May 21, 2021

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1815 Ridge Avenue (Trulee)	Senior Living Facility	The construction fence, pedestrian canopy and site are in good shape. The skip have been removed for the south side of the building. Common areas are being drywalled.	5/20/2021
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	The construction fence around the south end of the property is in good shape. Work continues on the parking lot and main entrance of the building.	5/20/2021
4	1555 Ridge Avenue	Multi-Family Building	Site and construction fence are in good order. Framing on the 5th floor continues.	5/20/2021
8	1011 Howard Street (Evergreen Senior Housing)	Senior Living Facility	Site and construction fence are in good shape. Ground level precast walls are being set. Sewer service installation is planned for Saturday.	5/20/2021
8	100 Chicago Avenue (Gateway)	Mixed-Use Retail/Residential	Site and construction fence are in good shape. Temporary electrical service has been installed.	5/20/2021



Memorandum

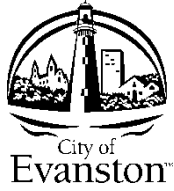
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: May 21, 2021

Ward	Property Address	Business Name	Date Received	Current Status
4	1596 Sherman Ave	Cinnaholic	5/17/2021	Pening Inspections
4	630 Davis St	Deep Purpl Acai Bowl	4/15/2021	Pending Building Permit Issuance
3	525 Main St	Wild Fork Foods	4/6/2021	Pending Building Permit Issuance
7	1945 Central St	RD Pizza	4/5/2021	Building Permit Issued – Pending Inspections
4	1508 Sherman Ave	Dollop Coffee	2/11/2021	Pending Building Permit Issuance
4	1555 Oak Ave	Museum Residences on Oak	2/3/2021	License Issued
8	955 Howard St	Alis Halal Eatery	1/6/2021	Building Permit Issued – Pending Inspections
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	License Issuance Pending DCFS Approval
2	1815 Ridge Ave	Solero Senior Living	03/03/2020	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: May 21, 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 MAY 21, 2021

#AllInIllinois #ItOnlyWorksIfYouWearIt #VaccTogether

NWMC Here to Help Update

It's been one week since Illinois moved into the [Bridge Phase](#) between Phases 4 and 5 of the Restore Illinois Plan and things continue to look good. As long as the [Statewide Reopening Metrics](#) do not regress significantly, the state can move to [Phase 5 \(Illinois Restored\)](#) after the 28 day monitoring period, or Friday, June 11. In anticipation, municipalities have announced plans for July 4th festivities, summer concerts and other events.

Following the issuance of new guidance for fully vaccinated individuals from the Centers for Disease Control and Prevention (CDC), Governor Pritzker on Monday followed suit and rescinded emergency rules enforcing the use of face masks and social distancing. While masks will still be required in certain situations and are recommended for those who have yet to receive the vaccination, this change marks another step toward a return to normality.

Vaccination numbers in Illinois continued slightly upward this week with 4.93 million residents or 38.74% of the state's population fully vaccinated as of yesterday evening. According to the Illinois Department of Public Health (IDPH), over 10.64 million doses have been administered statewide at an average of 65,998 shots per day, down significantly from last week. That said, 81.68% of residents 65 and older and 58.74% of residents 16+ have received at least one dose.

With vaccination numbers plateauing, governments and health care officials have turned to incentives and additional mobile vaccination events to get more shots in arms. One such event is Lake County's "School Spirit Day", scheduled for Sunday, May 23. The event will be held from 9:30 a.m. to 5:30 p.m. at the Lake County Fairgrounds, 1060 E. Peterson Road in *Grayslake* and is designed to encourage kids aged 12 and older and their families to get vaccinated. This free event will feature giveaways, raffles, music and treats for those receiving the vaccine. Appointments can be made through the county's [AllVax](#) portal and walk-ins will be accepted while supplies last.

The number of vaccination sites accepting walk-in appointments continues to grow, including all major pharmacies and the mass vaccination sites in the NWMC service territory. As a reminder, those sites are:

Cook County (<https://vaccine.cookcountyil.gov/>):

- Triton College, 2000 5th Avenue, River Grove
- Former K-Mart, 1155 E. Oakton Street, *Des Plaines*
- Former HOB0, 7600 Roosevelt Road, Forest Park

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

- Fairgrounds – Building 1, 2015 Manchester Road, Wheaton

Kane County (<https://www.kanevax.org/>):

- Eastside Recreation Center, 1080 E. Chicago Street, Elgin
- Former Sam's Club, 501 N. Randall Road, Batavia

Lake County (https://allvax.lakecohealth.org/s/?language=en_US):

- Community Based Testing Center, 102 W. Water Street, Waukegan
- Lake County Fairgrounds, 1060 E. Peterson Road, *Grayslake*

- Former K-Mart, 400 E. Rollins Road, Round Lake Beach
McHenry County (<https://www.mchenrycountyil.gov/county-government/departments-a-i/health-department/covid-19-novel-coronavirus/vaccine>):

- Former K-Mart, 1900 N. Richmond Avenue, Woodstock

As we have throughout the pandemic, staff will 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, get vaccinated and we stand ready to help in any way we can! *Staff contacts: Mark Fowler, Larry Bury*

Governor Pritzker Announces Six-Year \$20.7 Billion Construction Plan

On Wednesday, Governor JB Pritzker announced the release of a \$20.7 billion construction plan made possible by Rebuild Illinois. Based on current funding levels, the FY2022-27 Proposed Highway Improvement Program aims to improve 2,779 miles of roads and 7.9 million square feet of bridge deck. The projects in the program will benefit both the Illinois Department of Transportation (IDOT) and local transportation systems. Of the \$20.7 billion to be spent over the six years of the program, \$3.32 billion has been identified for the upcoming fiscal year. More information about the plan can be found in the [press release](#) published by the governor's office. *Staff contacts: Kendra Johnson, Matt Pasquini*

Last Chance to Apply for National Roadway Safety Awards

The 2021 National Roadway Safety Awards Program is accepting applications until next Friday, May 28. This program opens biennially to recognize innovative and cost-effective roadway safety projects and programs that move the country toward zero deaths and serious injuries on the nation's roadways. States and local agencies are encouraged to submit an application for awards in two categories – Infrastructure and Operational Improvements, and Program Planning, Development, and Evaluation.

Entries are evaluated by a panel of judges in Washington, DC. Award winners normally are flown to Washington for a recognition ceremony, luncheon, and meet-and-greets with national transportation officials and elected leaders. Please note that decisions about this year's in-person event has not yet been confirmed and may be moved to a virtual platform. Applicants will be notified of any travel restrictions if applicable. Applications should be submitted via the [Roadway Safety Foundation's online application](#). For more information, please visit the [Federal Highway Administration's website](#) or contact Norah Ocel, norah.ocel@dot.gov. *Staff contacts: Kendra Johnson, Matt Pasquini*

Participate in the State Water Plan Task Force

The Illinois Department of Natural Resources (IDNR) is in the process of revising the State Water Plan. As part of this process, the public is invited to participate in virtual meetings to review the recommendations by the State Water Plan Task Force of each critical issue and provide feedback to ensure that the project is addressing the most important water-related needs. There are three sessions to be held on May 25-27 at varying times to maximize public participation. Public comments can be submitted via email to DNR.OWRPlanning@illinois.gov. For more information and to register for a session, please visit [IDNR's website](#). *Staff contact: Kendra Johnson*

IEPA Now Accepting Section 319 Grant Applications

The Illinois Environmental Protection Agency (IEPA) has opened their Section 319 Grant Program for applications. The program is open to projects that affect water quality, including green infrastructure projects, and funding ranges from \$50,000 to \$1.2 million per project. This is a reimbursement grant with a 40 percent required local match. Applications should be submitted electronically by July 30. For more information and to apply, please visit the [IEPA's website](#). *Staff contact: Kendra Johnson*

Meetings and Events

NWMC Transportation Committee will meet Thursday, May 27 at 8:30 a.m. via videoconference.

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

NWMC Staff

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