



# Memorandum

To: Mayor Biss and Members of the City Council  
From: Erika Storlie, City Manager  
Subject: Weekly City Manager's Update  
Date: June 11, 2021

## STAFF REPORTS BY DEPARTMENT



Weekly Report for June 3, 2021 – June 9, 2021  
*\*There will be no 311 report this week*

### **City Manager's Office**

City Council Agenda Schedule  
Monthly Finance Report – April 2021

### **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, June 14, 2021**

Administration and Public Works Committee

[www.cityofevanston.org/apw](http://www.cityofevanston.org/apw)

Planning & Development Committee

[www.cityofevanston.org/pd](http://www.cityofevanston.org/pd)

City Council

[www.cityofevanston.org/citycouncil](http://www.cityofevanston.org/citycouncil)

**Tuesday, June 15, 2021**

Zoning Board of Appeals

[www.cityofevanston.org/zoningboard](http://www.cityofevanston.org/zoningboard)

Housing & Community Development Act Committee - CANCELED

[www.cityofevanston.org/housingcommunitydev](http://www.cityofevanston.org/housingcommunitydev)

**Wednesday, June 16, 2021**

Design and Project Review Committee

[www.cityofevanston.org/dapr](http://www.cityofevanston.org/dapr)

**Thursday, June 17, 2021**

Equity & Empowerment Commission

[www.cityofevanston.org/equityandempowermentcommission](http://www.cityofevanston.org/equityandempowermentcommission)

# 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

June 14, 2021

**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 Action  
iCompass Status: Approved  
MWEBE Memo: No  
Emma Review/Final Agenda: Yes

**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 Action  
iCompass Status: Approved  
MWEBE Memo: No

**Luke Stowe:** Ord 59-O-21, Amend Parking - West side of Hartrey/no overnight parking

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

Hartrey St. between Cleveland and Oakton Ave. To wit: the West side of the road. Parking would be free without limitations between 6:00 am -9:00 pm. Overnight parking wouldn't be allowed and vehicles would be towed.

**David Stoneback:** Clearwell No. 9 Final Change Order

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

**David Stoneback:** Approval of a One Year Contract with Corrective Asphalt Materials for the Reclamite Pavement Rejuvenation Program

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

**Luke Stowe:** Parking Pilot/Lakefront - Discussion

Department: Admin Serv  
Council Action: Disc  
Council or Committee: APW  
Action: For Discussion  
iCompass Status: Pending Approval  
MWEBE Memo: No

APW only for Discussion on June 14

**Alexandra Ruggie:** Ordinance xx-O-21, amending Hotel Tax 3-2-4 to include definitions of "facilitator", "online travel company", and "gross rent."

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

**Nicholas Cummings:** Discussion of Code Amendment to specify allowed uses of community member email addresses

Department: Admin Serv  
Council Action: Disc  
Council or Committee: APW  
Action: For Discussion

**David Stoneback:** Ordinance 45-O-21, Amending Title 7, Chapter 8, Section 4, "Restricted Parkway Plantings"

Department: Public Works

Council Action: Ord  
Council or Committee: APW  
Action: For Introduction  
iCompass Status: Approved  
MWEBE Memo: No  
Emma Review/Final Agenda: Yes

**David Stoneback:** Ordinance 68-O-21, Amending City Code Section 1-17-4-2 "Sale of Real Property"

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

**Luke Stowe:** Accela Migration to SaaS

Department: Admin Serv  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
iCompass Status: Pending Approval

**David Stoneback:** Resolution 64-R-21, Authorizing the City Manager to Execute Master Agreements with the Illinois Department of Transportation for State Maintained Traffic Signals and Governmental Body Maintenance of Traffic Control Devices

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

**Nicholas Cummings:** 59-R-21 Extending State of Emergency to July 12

Department: Law  
Council Action: Res  
Council or Committee: APW  
Action: For Action  
iCompass Status: Approved

**Lawrence C. Hemingway:** Vending Machine Service Contract Renewal

Department: Parks & Rec  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
iCompass Status: Not Entered in System

**Johanna Nyden:** Pace + COE IGA for Bus Stops

Department: Community Dev  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
iCompass Status: Pending Approval

**Luke Stowe:** Ordinance 58-O-21, Sale of Surplus Property

Department: Admin Serv  
Council Action: Ord  
Council or Committee: APW  
Action: For Introduction

iCompass Status: Approved  
MWEBE Memo: No

- David Stoneback:** 60-R-21, Authorizing the City Manager to Grant an Easement for Steam Infrastructure Repair on Emerson Street

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

- David Stoneback:** 52-O-21 Solid Waste code modifications

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

- 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: Not Entered in System

- 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: Approved

- 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 Action  
iCompass Status: Approved

- Johanna Nyden:** Ordinance XX-O-21, Special Use for a Tattoo & Body Art Establishment at 1577 Maple Ave in the D3 District

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

- Johanna Nyden:** Ordinance XX-O-21, Special Use for Wholesaling, Montelimar Bread Co., at 1731 Howard St. in the C1 District in the C

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

- Johanna Nyden:** Slow Streets 2021 Discussion

Department: Community Dev  
Council Action: Disc  
Council or Committee: PD  
Action: For Discussion  
iCompass Status: Pending Approval  
Emma Review/Final Agenda: No  
MWEBE Memo: No

- Johanna Nyden:** Discussion of use of City-retained traffic Consultant for required Development Projects (PDs, etc.)

Department: Community Dev  
Council Action: Disc  
Council or Committee: PD  
Action: For Discussion  
iCompass Status: Pending Approval

- Nicholas Cummings:** Amendment to Economic Development Ordinance to change number of members

Department: Law  
Council Action: Ord  
Council or Committee: Rules  
Action: For Introduction  
iCompass Status: Not Entered in System

- Johanna Nyden:** Ordinance 69-O-21 Amending the City Code to Create the Housing and Community Development Committee due Jun 14, 2021

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

- Johanna Nyden:** Ordinance 70-O-21 Amending the City Code to Create the Social Services Committee

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

- Paulina Martínez:** Approval of Amended guidelines for the Entrepreneurship Emergency Assistance Grant

Department: CMO  
Council Action: Bus  
Council or Committee: ED  
Action: For Action  
iCompass Status: Approved  
Emma Review/Final Agenda: No

- Nicholas Cummings:** Ordinance 60-O-21 Creating Title XII and mandating "Hero Pay" due May 18, 2021

Council Action: SPB  
Action: For Action  
Department: Law  
iCompass Status: Approved

- Johanna Nyden:** Strategic Plan/Comprehensive Plan Discussion

Department: Community Dev  
Council Action: SPB  
Action: For Discussion  
iCompass Status: Not Entered in System  
MWEBE Memo: No

**Darlene Francellno:** LGBTQ Pride Month

Department: Mayor's Office

Council Action: Proc

Action: For Action

 **Kumar Jensen:** Ordinance 19-O-21 Amending Leaf Blower Policy

Department: CMO

Council Action: Ord

Action: For Action

 **Bike Week**

Department: Mayor's Office

Council Action: Proc

 **Johanna Nyden:** Approval of Resolution 62-R-21 Reallocating \$124,733 of Unexpended FY2020 Community Development Block Grant Funds to the FY2019 Action Plan CARES Act Amendment for Use in 2021

Department: Community Dev

Council Action: Res

Action: For Action

iCompass Status: Pending Approval

 **Johanna Nyden:** Approval of an Amendment to the FY2021 Action Plan that Allocates \$26,768 in Additional CDBG Funding to Three Goals of that Plan

Department: Community Dev

Council Action: Bus

Action: For Action

iCompass Status: Pending Approval

HUD notified the City of the additional funding on 5/20; there was an error in the formula used to allocate CDBG entitlement funds nationwide. The Action Plan needs to be amended before HUD can approve it and release funding.

 **National Gun Violence Awareness Day**

Department: Mayor's Office

Council Action: Proc

 **Darlene Francellno:** Juneteenth

Department: Mayor's Office

Council Action: Proc

Action: For Action

**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





# Memorandum

To: Erika Storlie, City Manager

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

Subject: April 2021 Monthly Financial Report

Date: June 11, 2021

Please find attached the unaudited financial statements as of April 30, 2021. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

April 2021	Revenue	Expense	Net	Fund Balance	Cash Balance
100 GENERAL FUND	42,543,509	39,376,867	3,166,642	20,632,909	17,489,868
175 GENERAL ASSISTANCE FUND	533,566	374,391	159,174	548,709	548,624
176 HEALTH AND HUMAN SERVICES	1,725,521	581,159	1,144,363	2,114,426	2,114,303
177 REPARATIONS FUND	23,773	15	23,757	241,899	241,899
180 GOOD NEIGHBOR FUND	1,000,353	414,376	585,977	936,795	936,795
185 LIBRARY FUND	3,927,728	2,619,878	1,307,850	4,202,689	4,215,033
186 LIBRARY DEBT SERVICE FUND	200,000	-	200,000	201,145	201,145
187 LIBRARY CAPITAL IMPROVEMENT FD	-	104,377	(104,377)	1,179,582	1,179,582
200 MOTOR FUEL TAX FUND	1,697,509	685,273	1,012,236	4,974,979	4,752,584
205 EMERGENCY TELEPHONE (E911) FUND	475,831	266,155	209,677	1,599,307	1,242,608
210 SPECIAL SERVICE AREA (SSA) #4	187,252	150,791	36,461	(178,200)	(178,200)
215 CDBG FUND	73,517	205,335	(131,818)	(70,995)	(70,995)
220 CDBG LOAN FUND	52,471	9	52,462	235,287	235,287
235 NEIGHBORHOOD IMPROVEMENT	11	6	5	22,126	22,126
240 HOME FUND	166,037	174,324	(8,287)	21,278	21,278
250 AFFORDABLE HOUSING FUND	145,454	191,417	(45,963)	3,755,820	3,896,440
320 DEBT SERVICE FUND	6,610,557	6	6,610,551	7,332,009	7,355,033
330 HOWARD-RIDGE TIF FUND	635,142	222,699	412,444	2,748,487	2,731,617
335 WEST EVANSTON TIF FUND	983,924	25,344	958,581	2,753,211	2,753,211
340 DEMPSTER-DODGE TIF FUND	93,814	56,641	37,174	249,436	249,436
345 CHICAGO-MAIN TIF	412,625	204,523	208,102	1,532,774	1,532,774
350 SPECIAL SERVICE AREA (SSA) #6	2,834	0	2,834	6,907	6,907
355 SPECIAL SERVICE AREA (SSA) #7	65,235	0	65,234	65,587	65,587
360 SPECIAL SERVICE AREA (SSA) #8	29,352	64,512	(35,160)	(34,114)	(34,114)
415 CAPITAL IMPROVEMENTS FUND	5,610	1,038,372	(1,032,762)	9,485,750	9,876,118
416 CROWN CONSTRUCTION FUND	2,003,731	27,429	1,976,302	4,607,186	5,895,443
417 CROWN COMMUNITY CTR MAINTENANCE	58,332	-	58,332	233,332	233,332
420 SPECIAL ASSESSMENT FUND	51,895	163,128	(111,233)	2,542,234	2,539,051
505 PARKING SYSTEM FUND	2,184,080	3,094,439	(910,359)	(4,505,134)	(177,676)
510 WATER FUND	6,406,934	6,592,608	(185,674)	8,547,568	12,916,261
515 SEWER FUND	2,895,233	2,525,735	369,498	8,104,726	4,071,844
520 SOLID WASTE FUND	2,171,182	1,613,873	557,308	652,708	(230,886)
600 FLEET SERVICES FUND	1,035,812	891,675	144,137	883,818	(466,765)
601 EQUIPMENT REPLACEMENT FUND	138,206	732,134	(593,928)	392,580	(70,384)
605 INSURANCE FUND	6,946,720	6,406,987	539,733	(7,923,956)	(3,245,802)
<b>Grand Total</b>	<b>85,483,749</b>	<b>68,804,480</b>	<b>16,679,269</b>	<b>78,092,863</b>	<b>82,849,360</b>

**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 April 30, 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 April 30, 2021 with a fund balance of \$20,632,909 and cash balance of \$17,489,868. The attached financials show General Fund revenues at 38.32% of budget and expenses at 35.47% of budget against a target of 33%. The estimated 2020 ending balance for the General Fund is 17,466,267.

As of April 30, 49.85% of property tax revenue to the General Fund has been received. The second installment of property taxes will be received in July and August. Expenses are slightly above target because of combined property tax transfers of \$10M to respective pension funds being part of Police and Fire Departments expense. January through April 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 April due to Firefighter/Paramedics serving at vaccine clinics. This cost is expected to be covered by FEMA reimbursement.

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

### **Enterprise Funds**

Parking fund revenues through April 30, 2021 are at 18.90% of budget and expenses are at 27.50%. The fund is expected to end 2020 with an estimated fund balance of \$488,957

Through April 30, 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 \$10,909,546.

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 April 30, 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 \$4,901,944.

Through April 30, 2021, the Solid Waste Fund has a fund balance of \$652,708 and a negative cash balance of \$230,886. The fund is expected to end 2020 with an estimated negative fund balance of \$(150,325)

#### **Other Funds**

Through April 30, 2021, the SSA #4 Fund is showing a negative fund balance of \$178,200 and a negative cash balance of \$178,200.

Through April 30, 2021, the Capital Improvements Fund is showing a fund balance of \$9,485,750 and a cash balance of \$9,876,118. The fund continues to spend down Series 2019B and Series 2020 bond proceeds.

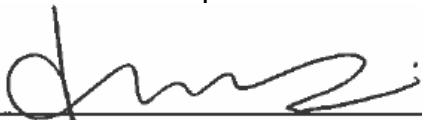
Through April 30, 2021, the Crown Construction fund is showing fund balance of \$4,607,186 and cash balance of \$5,895,443. The fund continues to spend down balances from bond proceeds and gifts from the Friends of Robert Crown.

Through April 30, 2021, the Insurance Fund is showing a negative fund balance of \$7,923,956 and a negative cash balance of \$3,245,802. 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](mailto: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 April 31, 2021 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

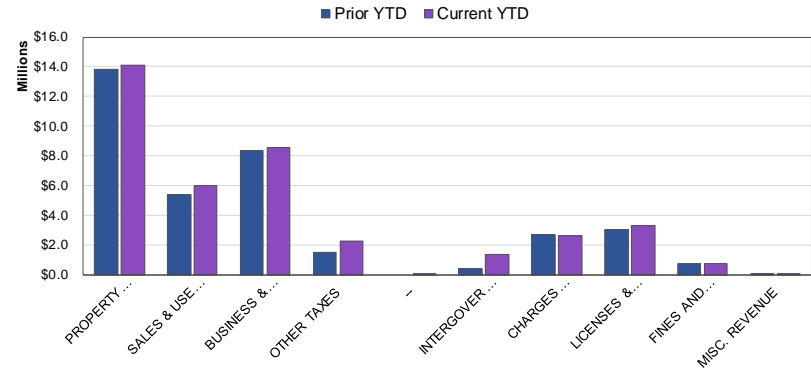
# Major Fund Revenue Dashboard Summary

For the Period Ending April 30, 2021

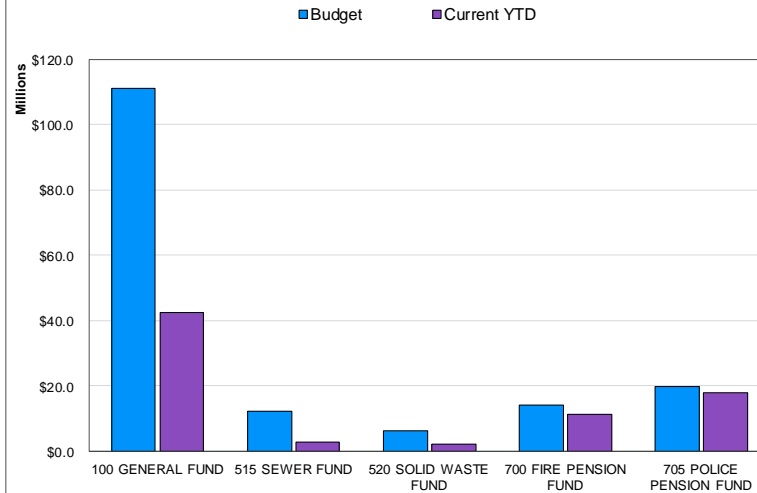
## Top 10 GENERAL FUND Sources of Revenue (YTD)

Pension Property Tax	\$9,555,782
Property Taxes	\$4,550,507
State Income Tax	\$3,581,340
Sales Tax - Basic	\$3,066,933
Building Permits	\$2,389,761
Sales Tax - Home Rule	\$2,056,429
Recreation Program Fees	\$1,776,453
Real Estate Transfer Tax	\$1,485,066
Electric Utility Tax	\$985,291
Liquor Tax	\$898,976

## General Fund Revenue by Source



## Revenues by Fund



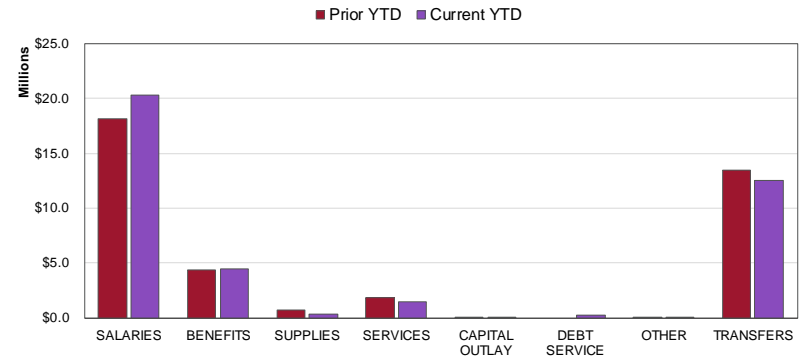
# Major Fund Expenditure Dashboard Summary

For the Period Ending April 30, 2021

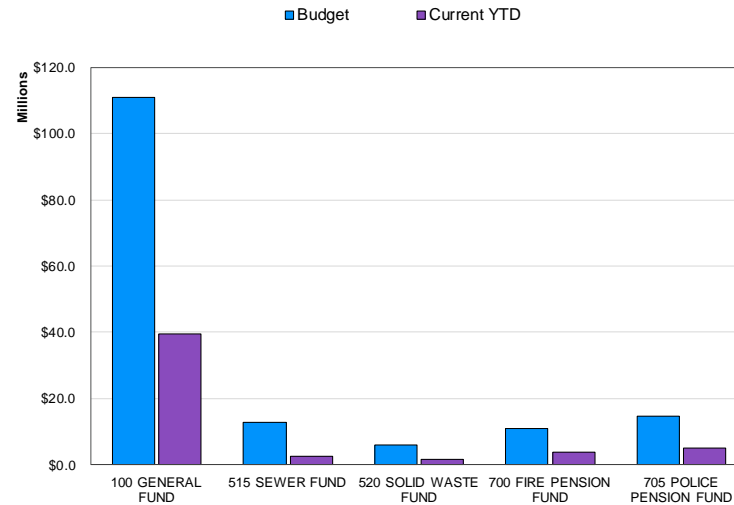
## Top 10 GENERAL FUND Expenditures by Department (YTD)

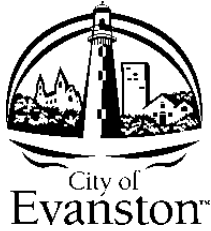
Police	\$9,451,640
Fire Mgmt & Support	\$5,423,171
Public Works Agency	\$3,301,070
Administrative Services	\$2,940,823
Parks And Recreation	\$2,517,041
City Manager'S Office	\$1,334,819
Community Development	\$1,005,974
Health	\$530,649
Law	\$158,933
City Council	\$142,590

## 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: June 10, 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](mailto:jnyden@cityofevanston.org) if you have any questions or need additional information.

**Cases Received and Pending, June 3, 2021 - June 9, 2021**

**Backlog (business days received until reviewed): 25**

**Volume (number of cases pending staff review): 67**

**Zoning Reviews**

<b>Ward</b>	<b>Property Address</b>	<b>Zoning</b>	<b>Type</b>	<b>Project Description</b>	<b>Received</b>	<b>Status</b>
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
1	1631 Chicago Avenue	D4	Zoning Analysis	Planned Development for new 13-story building with 141 dwelling units, 37 parking spaces, and 6,759 square feet of ground floor retail	05/20/21	pending staff review
1	1611 Chicago Avenue	D4	Building Permit	Roof deck pergola	05/29/21	pending staff review
1	525 Grove Street, Unit 3D	D4	Building Permit	Interior remodel	06/03/21	pending staff review
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	1513 Lake Street	R3	Building Permit	Remove and replace patio and sidewalk	04/22/21	pending additional information from the applicant
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
2	1508 Florence Avenue	R3	Building Permit	Addition	05/20/21	pending staff review
2	1044 Pitner Avenue	R2	Building Permit	Detached garage, 24x24	05/25/21	pending staff review
2	1102 Pitner Avenue	R3	Building Permit	New driveway, apron, and City sidewalk	05/25/21	pending staff review
2	1566 Dewey Avenue	R3	Zoning Analysis	New patio, brick and pea gravel	05/31/21	pending staff review
2	1566 Dewey Avenue	R3	Building Permit	Brick and pea gravel patio	06/01/21	pending staff review
2	1515 Greenwood Street	R3	Zoning Analysis	Replace front porch in same location, 2nd floor dormer addition, remodel	06/01/21	pending staff review
2	831 Hartrey Avenue	R2	Building Permit	Replace walk, patio, driveway, and curb	06/09/21	pending staff review
3	925 Edgemere Court	R1	Building Permit	Pool renovation	05/11/21	pending staff review
3	1247 Hinman Avenue	R1	Building Permit	Remove deck and replace with paver patio	05/29/21	pending staff review
3	222 Dempster Street	R1	Building Permit	Paver patio and walk	05/29/21	pending staff review
3	1217 Forest Avenue	R1	Building Permit	Remodel coach house	06/02/21	pending staff review
3	1006 Forest Avenue	R1	Building Permit	New 27x22 garage	06/02/21	pending staff review
3	1235 Judson Avenue	R1	Building Permit	Basement egress window	06/02/21	pending staff review
3	310 South Boulevard	R4	Building Permit	Egress window	06/03/21	pending staff review
3	868 Sheridan Road	R1	Building Permit	Basement remodel	06/07/21	pending staff review
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	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	pending revisions by the applicant per the approved minor variation application
4	1408 Greenleaf Street	B1	Building Permit	Addition and 2nd-story addition to coach house	04/09/21	non-compliant, pending revisions and/or major variation application
4	1142 Wesley Avenue	R3	Building Permit	New single-family residence	05/04/21	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
4	1330 Ridge Ave	R1	Zoning Analysis	Remove existing stoop and steps, install new stoop and ramp, railing, paved walk, grass paver sitting area, stepstone labrynth	05/28/21	pending additional information from the applicant
4	1424 Wesley Avenue	R1	Building Permit	New 2-car garage with ADU	05/28/21	pending staff review
4	1112 Asbury Avenue	R1	Building Permit	Detached garage, 24x22	06/03/21	pending staff review
4	935 Maple Avenue	R1	Building Permit	Detached garage, 22x20	06/03/21	pending staff review
4	1560 Sherman Avenue	D3	Building Permit	Interior renovation of elevator lobby and corridor	06/07/21	pending staff review
4	1510 Asbury Avenue	R1	Building Permit	Shed, 8x10	06/07/21	pending staff review
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	non-compliant, pending revisions, variation application
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	2320 Emerson Street	R2	Building Permit	Deck	05/25/21	pending staff review
6	2411 Crawford Avenue	R2	Building Permit	New patio	01/15/21	non-compliant, pending revisions from the 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	3032 Hartzell Street	R1	Building Permit	New 22x20 detached garage	04/29/21	non-compliant, pending revisions from the applicant
6	2749 Lincolnwood Drive	R1	Building Permit	Enlarge brpatio, repair brick walk, gravel patioick	04/29/21	pending additional information from the applicant
6	3017 Central Street	R4	Building Permit	Replace sunroom and deck	05/05/21	pending staff review
6	2131 Lincolnwood Drive	R1	Zoning Analysis	Patio	05/06/21	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
6	2230 Lincolnwood Drive	R1	Building Permit	Addition at attic level	05/24/21	pending staff review
6	2645 Lincolnwood Drive	R1	Building Permit	Replace public walk	05/26/21	pending staff review
6	2149 Bennett Avenue	R1	Building Permit	Paver patio	05/27/21	pending staff review
6	3604 Glenview Road	R2	Building Permit	Dormer addition and interior remodel	05/29/21	pending staff review
6	3205 Hartzell Street	R1	Building Permit	New 24x22 garage	06/01/21	pending staff review
6	3536 Hillside Road	R2	Building Permit	Synthetic turf install	06/04/21	pending staff review
6	2323 Central Park Avenue	R1	Building Permit	Replace front step, railing, and walk	06/09/21	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	2020 Colfax Street	R1	Building Permit	Replace deck	04/05/21	non-compliant, 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	1409 Lincoln Street	R1	Building Permit	Exterior and interior alteration	05/01/21	non-compliant, pending revisions from the applicant
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 revisions/additional information from the applicant
7	2615 Ridge Avenue	R1	Building Permit	Remove concrete walk, install rear paver patio and shed	05/15/21	pending additional information from the applicant
7	2227 Grant Street	R1	Building Permit	Replace public sidewalk	05/26/21	pending staff review
7	2353 Colfax Terrace	R1	Building Permit	1-story screened porch	05/28/21	pending staff review
7	2028 Lincoln Street	R1	Building Permit	Screened porch addition and interior renovation	06/02/21	pending staff review
7	585 Ingleside Place	R1	Zoning Analysis	Boat house and lake house (both accessory structures)	06/02/21	pending staff review
7	2657 Eastwood Avenue	R1	Building Permit	Bluestone patio	06/08/21	pending staff review
7	2413 Hartrey Avenue	R1	Building Permit	At-grade terrace	06/09/21	pending staff review
8	1805 Howard Street	C1	Building Permit	Pergola	04/29/21	pending additional information from the applicant
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
8	829 Case Street	R5	Building Permit	Roof mounted solar panels	05/25/21	pending staff review
8	1401 Brummel Street	R4	Building Permit	Interior rehab of 2-family dwelling	06/03/21	pending staff report
9	1328 Cleveland Street	R3	Building Permit	Interior and exterior renovations	04/05/21	non-compliant, pending minor variation application 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	1124 South Boulevard	R2	Building Permit	Sunroom and deck	05/04/21	pending staff review
9	610 Barton Avenue	R2	Building Permit	New 20x20 garage	06/01/21	pending staff review
9	746 Ridge Avenue	R1	Building Permit	Patio and stepper walk	06/03/21	pending staff review
9	2130 Seward Street	R2	Building Permit	Fire restoration	06/07/21	pending staff review
9	1411 Washington Street	R3	Building Permit	Replace front stoop and walk	06/07/21	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
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	<b>pending P&amp;D 6/14/21</b>
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	05/07/21	<b>pending DAPR, PC</b>
4	1555 Oak Avenue	R6	Special Use	Special use for a Cultural Facility (Halim Time & Glass Museum at King Homes)	04/21/21	<b>on hold at applicant's request</b>
4	1577 Maple Avenue	D3	Special Use	Special use for a Tatto facility, microblading	04/26/21	<b>pending P&amp;D 06/14/21 &amp; CC 06/28/21</b>
5	2116-2120 Ashland Avenue	MXE	Special Use	Expansion of Doggy Daycare (Rex's Place)	03/16/21	<b>pending CC 06/14/21</b>
6	3612 Thayer Street	R2	Major Variation	Rear yard setback for addition	05/21/21	<b>pending ZBA 06/15/21</b>
6	3008 Central Street	B1a/oCSC	Administrative Review Use	Commercial Indoor Recreation - 2nd floor	06/03/21	<b>pending DAPR 06/16/21</b>
7	2751 Prairie Avenue	R3	Fence Variation	Front yard fence, 6' tall and solid	05/17/21	determination after 06/10/21
7	2601 Prairie Avenue	B1a/oCSC	Administrative Review Use	Type 2 Restaurant - empanadas	06/03/21	<b>pending DAPR 06/16/21</b>
8	1731 Howard Street	C1	Special Use	Special use for a Wholesaling establishment (Montelimar Bread Company)	04/26/21	<b>pending P&amp;D 06/14/21 &amp; CC 06/28/21</b>
9	1328 Cleveland Street	R3	Minor Variation	Setbacks at 2nd-story addition to single-family residence	06/04/21	pending staff review and public notice



# Memorandum

To: Erika Storlie, City Manager

From: Angelique Schnur, Interim Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: June 11, 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.

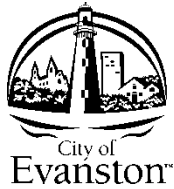
Please contact me at 847-448-8035 or [aschnur@cityofevanston.org](mailto:aschnur@cityofevanston.org) if you have any questions or need additional information.

# Inspector Weekly Update

Cases Received, June 11, 2021

## Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1815 Ridge Avenue (Trulee)	Senior Living Facility	The construction fence and pedestrian canopy are in good order, both will be removed in the near future as this project is nearing completion. Final exterior brick work is being completed on the South elevation.	6/10/2021
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	The construction fence is in good order. Work continues on the South entrance and parking lot. This project is also close to completion.	6/10/2021
4	1555 Ridge Avenue	Multi-Family Building	The construction fence and site are in good order. The building has topped out, with exterior walls and finished currently being installed.	6/10/2021
8	1011 Howard Street (Evergreen Senior Housing)	Senior Living Facility	The construction fence and site are in good order. The final East section of foundation have been installed. Precast concrete panels have been arriving daily, the concrete structure is 40% in place. Staging of 5 or 6 Semi trailers with precast panels going west along Howard has occurred in the past. The site superintendent has been asked to better stage delivery times to	6/10/2021
8	100 Chicago Avenue (Gateway)	Mixed-Use Retail/Residential	The construction fence and site are in good order. They have started the installation of sheet piling retaining walls in preparation for site excavation.	6/10/2021



# Memorandum

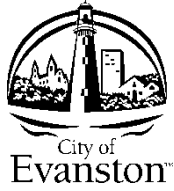
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: June 11, 2021

Ward	Property Address	Business Name	Date Received	Current Status
4	1520 Sherman Ave	Ridgeville Tavern	6/7/21	Building Permit Issued – Pending Inspections
4	1549 Sherman Ave	Plant Shop Evanston	6/2/2021	Pending Inspections
7	2601 Prairie Ave	Don Pablo’s Kitchen and Bakery	6/1/2021	Pending Building Permit Application
4	1596 Sherman Ave	Cinnaholic	5/17/2021	Pending 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
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: June 11, 2021

There are no pending liquor license applications to report for this week.

Please contact me at (847) 448-8097 or [bgeorge@cityofevanston.org](mailto: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 JUNE 11, 2021

## #AllInIllinois #ItOnlyWorksIfYouWearIt #VaccTogether

### ***NWMC Here to Help Update – TODAY'S THE DAY – WE DID IT!!***

Four hundred and forty-seven days after Governor JB Pritzker issued the stay at home order, all of Illinois entered [Phase 5 \(Illinois Restored\)](#) today. While Phase 5 means a full reopening of the state's economy and lifting of restrictions on gatherings, a number of guidelines remain in place to prevent a resurgence of the virus and mitigate any virus variants. Chief among them are the ability for businesses and municipalities to continue requiring face coverings and social distancing or any other prevention strategies as they deem appropriate. Staff will share any additional guidance received from the governor's office as it becomes available.

Vaccination numbers in Illinois continued upward this week. According to the Illinois Department of Public Health's [vaccine data](#), Over 11.82 million total doses have been administered statewide at an average of 49,572 shots per day this week, up from 37,328 per day last week. 5.56 million Illinois residents or 51.19% of the state's population aged 12+ have been fully vaccinated, with 6.56 million (60.32%) having received at least one dose.

As mass vaccination facility operations continue to wind down, state and local officials are increasing their focus on community-based vaccination models in order to get more shots in arms. The mass vaccination site at the Lake County Fairgrounds will close on Monday, June 14 and county residents are encouraged to contact their healthcare provider or visit the [AllVax website](#) to schedule an appointment, find a community based vaccination center or access the [Illinois Vaccine Locator](#) website. County health department websites also have information and registration procedures should municipalities and businesses wish to host onsite vaccination clinics.

As a reminder, those websites are as follows:

Cook County: <https://cookcountypublichealth.org/partner-vaccination-and-testing-sites/>

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

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

Lake County: <https://allvax.lakecohealth.org>

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

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*

### ***NWMC to Publicize Multimodal Transportation Plan at Busse Lake Fishing Derby***

On Saturday, June 19 from 9:00 a.m. to noon, Cook County Commissioner Kevin Morrison will celebrate the finale of Outdoors Week 2021 by hosting his annual [Busse Lake Fishing Derby](#). NWMC staff will host a booth to engage with participants and share information about the [NWMC Multimodal Transportation Plan](#). We hope to see you

there! Additionally, if you're interested in participating in the derby, [registration](#) is required. *Staff contacts: Kendra Johnson, Matt Pasquini*

### ***IDOT Announces ITEP Project Selections – Congratulations NWMC Member Awardees!***

On Wednesday, the Illinois Department of Transportation (IDOT) released their list of awarded projects for Cycle 14 of the Illinois Transportation Enhancement Program (ITEP). Of 270 applications received, 99 projects were chosen for funding totaling over \$105 million from federal and state fund sources. Of the awarded projects, 17 bicycle and pedestrian focused projects totaling \$23,117,920 were from NWMC members, including *Buffalo Grove, Des Plaines, Elk Grove Village, Evanston, Glenview, Hanover Park, Highland Park, Hoffman Estates, Lake Forest, Niles, Prospect Heights, Rolling Meadows, Streamwood and Wilmette*. For more information on the program and this year's awards, please visit [IDOT's website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

### ***Get Ready for the NWMC Summer Auction!***

The NWMC summer auction will be held on Tuesday, July 20 at noon at America's Auto Auction, 14001 S. Karlov Avenue in Crestwood. We encourage members to turn old inventory into revenue! America's AA offers a wide variety of convenient services to prep your vehicles and garner the highest possible price.

Vehicles and equipment can be listed for disposal at the NWMC auction right up to the morning of the auction day. Sell them now to get a fresh start and please keep in mind that a portion of the proceeds help support the operations of the organization. If you can't make the July event, live fall auction will be held on October 19. In addition, 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](mailto:berry.ellis@americasautoauction.com) or 312-371-5993. *Staff contact: Ellen Dayan*

### ***Ford Announces Escape Factory Order Cut-Off Date***

Ford Motor Company has announced that the factory order cut-off for the Suburban Purchasing Cooperative 2021 Ford Escape (Contract #165) with Currie Motors is Friday, June 25. For questions or additional information, please contact staff or Tom Sullivan, 815-464-9200 or [tsullivan@curriemotors.com](mailto:tsullivan@curriemotors.com). *Staff contact: Ellen Dayan*

### ***MWRD Opens Call for Projects for Green Infrastructure Program***

The Metropolitan Water Reclamation District of Greater Chicago (MWRD) is now accepting project applications for their Green Infrastructure Partnership Opportunity Program. The program is intended to increase the acceptance and investment in green infrastructure throughout Cook County. Eligible projects must be designed to manage stormwater using green infrastructure and be located within MWRD's corporate boundaries. Applications should be submitted electronically via MWRD's [online application](#) or emailed to [GIApps@mwrld.org](mailto:GIApps@mwrld.org) by Monday, September 6. For more information, please visit [MWRD's website](#) or contact Holly Sauter, [SauterH@mwrld.org](mailto:SauterH@mwrld.org). *Staff contacts: Kendra Johnson*

### ***Meetings and Events***

*NWMC Legislative Committee* will meet Wednesday, June 16 at 8:30 a.m. via teleconference.

### ***NWMC Staff***

Mark Fowler	Executive Director	<a href="mailto:mfowler@nwmc-cog.org">mfowler@nwmc-cog.org</a>
Larry Bury	Deputy Director	<a href="mailto:lbury@nwmc-cog.org">lbury@nwmc-cog.org</a>
Ellen Dayan, CPPB	Purchasing Director	<a href="mailto:edayan@nwmc-cog.org">edayan@nwmc-cog.org</a>
Marina Durso	Program Associate for Administrative Services	<a href="mailto:mdurso@nwmc-cog.org">mdurso@nwmc-cog.org</a>
Karol Heneghan	Executive Administrative Assistant/Office Manager	<a href="mailto:kheneghan@nwmc-cog.org">kheneghan@nwmc-cog.org</a>
Kendra Johnson	Program Associate for Transportation	<a href="mailto:kjohnson@nwmc-cog.org">kjohnson@nwmc-cog.org</a>
Matt Pasquini	Program Associate for Transportation	<a href="mailto:mpasquini@nwmc-cog.org">mpasquini@nwmc-cog.org</a>
Chris Staron	Policy Analyst	<a href="mailto:cstaron@nwmc-cog.org">cstaron@nwmc-cog.org</a>

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