

# Memorandum



Mayor Biss and Members of the City Council

Kelley Gandurski, Interim City Manager

Subject: Weekly City Manager's Update

Date: November 12, 2021

## Staff Reports by Department



**Weekly Report for November 8, 2021 – November 12, 2021**

*\*There will be no 311 report this week*

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

City Council Agenda Schedule  
Weekly Bids Advertised

### **Community Development**

Weekly Zoning Report  
Weekly Inspection Report

### **Health Department**

Weekly Food Establishment Application Report

### **Law Department**

Weekly Liquor License Application Report

### **Legislative Reading**

NWMC Weekly Briefing

**Public Notices, Agendas & Minutes**

**Tuesday, November 16, 2021**

Housing & Community Development Committee

**Thursday, November 18, 2021**

Parks and Recreation Board

# 2021 City Council Agenda Items

Printed from Asana

**November 8, 2021**

- Michael Van Dorpe:** Approval of Contract with Equipment Management Company for the purchase of two sets of extrication equipment

- Department: Fire
- Council Action: Bus
- Council or Committee: APW
- Action: For Action
- iCompass Status: Approved
- Agenda Lead Admin: On agenda

- Ike Ogbo:** Ordinance 118-O-21, Amending the City Ordinance to Update the Undertakers Municipal Code and Authorize the City Clerk to Issue Death Certificates

- Department: Health
- Council Action: Ord
- Council or Committee: HS
- Action: For Action
- Agenda Lead Admin: On agenda

- Ike Ogbo:** Contract Renewal for AMITA (Presence) Behavioral Health for Critical Health Services

- Department: Health
- Council Action: Bus
- Council or Committee: HS
- Action: For Action
- Agenda Lead Admin: On agenda

- Ike Ogbo:** Resolution 123-R-21, Professional Services Agreement with James B. Moran Center for 2021 Certificate of Rehabilitation Program

- Department: Health
- Council Action: Bus
- Council or Committee: HS
- Action: For Action
- Agenda Lead Admin: On agenda

- Sarah Flax:** Approval of 2021 Social Services Funding Recommendations for Case Management and Safety Net Services

- Department: Community Dev
- Council Action: Bus
- Council or Committee: HS
- Action: For Action
- iCompass Status: Entered
- Agenda Lead Admin: On agenda

- Sarah Flax:** ARPA : Approval of \$900,000 in Funding for Grant Management, Compliance, and Reporting

- Department: CMO
- Council Action: SPB
- Council or Committee: CC
- Action: For Action: Accept and Place on File
- iCompass Status: Approved

MWEBE Memo: No  
Agenda Lead Admin: On agenda  
CMO Review/Final Agenda: Yes

## November 22, 2021

**Hitesh Desai:** Bills List and Payroll

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

**Luke Stowe:** Ordinance 122-O-21, Amending Various Sections of City Code 10-11-12 "Parking Meter Zones"

Department: Admin Serv  
Council Action: Ord  
Council or Committee: APW  
Action: For Action  
iCompass Status: Pending Approval  
Agenda Lead Admin: On agenda

**Darrell King:** Resolution 125-R-21, Authorizing the City Manager to Negotiate and Execute Twenty Year Easement Agreement for -R-certain storm sewer infrastructure located along McDaniel Avenue between Main and Dempster Streets in the City of Evanston with the Metropolitan Water Reclamation District of Greater Chicago

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

**Michelle H. Ozuruigbo:** Resolution xx-R-21 renewal of Civic Center Lease for Rep. Robyn Gabel

Department: Law  
Council Action: Res  
Council or Committee: APW  
Action: For Action  
iCompass Status: Not Entered in System  
MWEBE Memo: No

**Tammi Nunez:** Contracts for 2021-2022 Snow Tow Program

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

**Lara Biggs:** Resolution 127-R-21 Authorizing the City Manager to Submit Grant Applications for Federal Funding through the Building Resilient Infrastructure and Communities (BRIC) and Hazard Mitigation Grant Program (HMGP) Programs

Department: Public Works  
Council Action: Res  
Council or Committee: APW  
Action: For Action  
iCompass Status: Entered

**Lara Biggs:** Resolution 128-R-21, Authorizing the City Manager to Submit an Application for Grant Funds from the Rebuild Downtowns & Main Streets Capital Grant

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

**Luke Stowe:** Building Automation Service Agreement Renewal for HVAC Systems with Siemens Industry Inc.

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

**Lawrence C. Hemingway:** Approval of Annual Allocation for Cradle to Career due Sep 20, 2021

Department: Parks & Rec  
Council Action: Bus  
Council or Committee: APW  
iCompass Status: Approved  
Action: For Action  
CMO Review/Final Agenda: Yes

**Lawrence C. Hemingway:** Approval of Connelly Academy Martial Arts optional contract renewal 1 of 2

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

**Lawrence C. Hemingway:** Open Studio Project optional contract renewal 2 of 2

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

**Johanna Nyden:** Ordinance 123-O-21 Major Adjustment 1900 Sherman PD

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

**Johanna Nyden:** Ordinance 120-O-21 1806 Dempster Special Use due Nov 15, 2021

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

**Hitesh Desai:** Ordinance 105-O-21, Levying Taxes for Special Service Area #9 for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022

Department: CMO  
Council Action: SPB  
Council or Committee: CC  
Action: For Action  
iCompass Status: Approved

**Hitesh Desai:** Ordinance 104-O-21, Levying Taxes for Special Service Area #8 for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022

Department: CMO  
Council Action: SPB  
Council or Committee: CC  
Action: For Action  
iCompass Status: Approved

**Hitesh Desai:** Ordinance 103-O-21, Levying Taxes for Special Service Area #7 for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022

Department: CMO  
Council Action: SPB  
Council or Committee: CC  
Action: For Action  
iCompass Status: Approved

**Hitesh Desai:** Ordinance 102-O-21, Levying Taxes for Special Service Area #6 for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022

Department: CMO  
Council Action: SPB  
Council or Committee: CC  
Action: For Action  
iCompass Status: Approved

**Hitesh Desai:** Ordinance 101-O-21, Levying Taxes for the Library Fund for Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022

Department: CMO  
Council Action: SPB  
Council or Committee: CC  
Action: For Action  
iCompass Status: Approved

**Hitesh Desai:** Ordinance 100-O-21, Levying Taxes for the General Assistance Fund for the Fiscal Year Beginning January 2022 and Ending December 31, 2022

Department: CMO  
Council Action: SPB  
Council or Committee: CC  
Action: For Action  
iCompass Status: Approved

**Hitesh Desai:** Ordinance 99-O-21, Levying Taxes in the City of Evanston for the Fiscal Year Beginning January 1, 2002 and Ending Decemeber 31, 2022

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

Action: For Action  
iCompass Status: Approved

- Hitesh Desai:** Ordinance 98-O-21, Approving the 2022 Fiscal Year Budget of the City of Evanston

Action: For Action  
Department: CMO  
Council Action: SPB  
Council or Committee: CC  
iCompass Status: Approved

- Katie Boden:** First Northern Credit Union Professional Services Agreement

Department: CMO  
Council Action: Bus  
Council or Committee: CC  
Action: For Action  
iCompass Status: Not Entered in System

- Patrick Deignan:** Winter Preparedness Week

Department: Public Works  
Council Action: Annouc  
Action: For Action

## December 6, 2021

- Sarah Flax:** Hazard Pay - Funding Request

Department: CMO  
Council Action: APRA  
Council or Committee: CC  
Action: For Action  
iCompass Status: Not Entered in System

## December 13, 2021

- Luke Stowe:** Tyler Technologies New World ERP sole source renewal

Department: Admin Serv  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
iCompass Status: Not Entered in System  
MWEBE Memo: No

- Kimberly Richardson:** Strategic Planning RFP Award

Department: CMO  
Council or Committee: APW

- Luke Stowe:** Award of Janitorial RFP for Various City Facilities

Department: Admin Serv  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
iCompass Status: Not Entered in System  
MWEBE Memo: Yes

**Luke Stowe:** Passport Contract Renewal (Parking)

Department: Admin Serv  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
iCompass Status: Not Entered in System

**Luke Stowe:** Purchase of Various City Vehicles for 2022

Department: Admin Serv  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
iCompass Status: Not Entered in System

**David Stoneback:** Public Services Recognition

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

**Lara Biggs:** Amendment 1 for Oakton Corridor Design Services

Department: Public Works  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
iCompass Status: Not Entered in System  
Agenda Lead Admin: Not on agenda  
MWEBE Memo: Yes

**Johanna Nyden:** Bus Shelters - RFP for new shelters

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

**Johanna Nyden:** Public Access Cut-Off Fee Discussion

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

**Lawrence C. Hemingway:** Res XX-R-21 Honorary Street Name Sign Designation

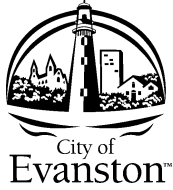
Department: Parks & Rec  
Council Action: Bus  
Council or Committee: HS  
Action: For Action  
iCompass Status: Not Entered in System

**Luke Stowe:** What Works Cities Silver Designation Award

Department: Admin Serv  
Council Action: Pres  
Council or Committee: CC  
Action: For Discussion

due Dec 13, 2021





# Memorandum

To: Kelley Gandurski, Interim City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of November 8, 2021

Date: November 12, 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 November 8, 2021

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFI/RFP/RFQ Opening Date	Anticipated Council/Library Board Date
RFP 21-41 Compensation and Staffing Analysis	CMO - Human Resources	The City of Evanston's Human Resources Division is seeking proposals from experienced firms for: an analysis of the current staffing structure and overall compensation package for all regular full-time and part-time bargaining and non-bargaining positions.	\$150,000	12/7	1/22
BID 21-42 AFSCME Uniforms Purchases	Public Works	Work on this project includes the purchase of various work clothing for AFSCME union staff as required by contract.	\$62,500	11/30	2022

# Memorandum



Mayor Biss and Members of the City Council

Kelley Gandurski, Interim City Manager

Subject: Weekly City Manager's Update

Date: November 12, 2021

## Staff Reports by Department



**Weekly Report for November 8, 2021 – November 12, 2021**

*\*There will be no 311 report this week*

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

City Council Agenda Schedule  
Weekly Bids Advertised

### **Community Development**

Weekly Zoning Report  
Weekly Inspection Report

### **Health Department**

Weekly Food Establishment Application Report

### **Law Department**

Weekly Liquor License Application Report

### **Legislative Reading**

NWMC Weekly Briefing

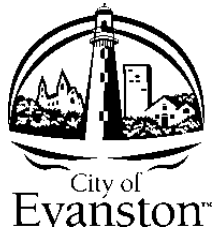
**Public Notices, Agendas & Minutes**

**Tuesday, November 16, 2021**

Housing & Community Development Committee

**Thursday, November 18, 2021**

Parks and Recreation Board



## Memorandum

To: Honorable Mayor and Members of the City Council  
From: Johanna Nyden, Community Development Director  
Subject: Weekly Zoning Report  
Date: November 12, 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, November 4, 2021 - November 10, 2021**

**Backlog (business days received until reviewed): 12**

**Volume (number of cases pending staff review): 18**

**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	816 Garnett Place	R5	Zoning Analysis	Planned Development for new 9 story tower connected to Link with 200 DUs and 71 parking spaces	11/05/21	pending staff review
1	824 Emerson Street	C1	Zoning Analysis	Construct 2 story parking garage with 96 parking spaces exclusively for Sherman Gardens	10/27/21	pending staff review
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 revisions from the applicant
1	2300 Noyes Street	R5	Zoning Analysis	Planned Development for new 6-story 61-unit multi-family dwelling, all affordable dwelling units (Walchirk Apartments)	08/23/21	non-compliant, pending revisions from the applicant
1	1910 Orrington Avenue	R4a	Building Permit	New accessory dwelling unit (ADU)	09/28/21	on hold per the applicant
1	2110 Orrington Avenue	R1	Zoning Analysis	New concrete and bluestone pavement	10/04/21	pending additional information from the applicant
1	1710-16 Sherman Avenue	D2	Zoning Analysis	Planned Development for interior alteration for mixed-use, 35 dwellings and 1 ground floor commercial use (former Varisty Theater)	10/25/21	pending staff review
1	2301 Sherman Avenue	R1	Building Permit	Detached garage	11/10/21	pending staff review
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	1566 Dewey Avenue	R3	Building Permit	Brick and pea gravel patio	06/01/21	non-compliant, pending revisions and/or minor variation application from the applicant
2	1514 Ashland Avenue	R3	Building Permit	Gut rehab and addition	09/20/21	pending revisions and additional information from the applicant
2	1133 Fowler Avenue	R2	Building Permit	Concrete patio	09/28/21	pending additional information from the applicant
2	1310 Hartrey Avenue	C2	Building Permit	New 3-unit live/work building	10/01/21	revisions submitted, pending staff review
2	1706 Crain Street	R3	Building Permit	Remove 2nd story and side porch, construct 2-story addition	10/06/21	pending revisions from the applicant
2	1515 Greenwood Street	R3	Building Permit	2nd story addition	10/20/21	pending additional information from the applicant
2	1713-17 Ridge Avenue	R6	Zoning Analysis	Zoning verification letter	10/25/21	pending staff review
2	1823 Greenwood Street	R3	Building Permit	New single-family residence and detached garage	10/26/21	non-compliant, pending revisions from the applicant
2	1116 Fowler Avenue	R2	Building Permit	Paver driveway	10/26/21	pending staff review
2	1611 Church Street	WEI/oWE	Zoning Analysis	Convert industrial building to 7-unit multi-family dwelling and construct two accessory structures, parking and amenities	11/02/21	pending staff review
3	822 Hinman Avenue	R6	Building Permit	Remove and replace parking lot, striping	10/26/21	pending additional information from the applicant

3	703 Sheridan Road	R1	Building Permit	Solar panels	11/09/21	pending staff review
4	1138 Elmwood Avenue	R3	Building Permit	New patio	08/15/21	pending additional information from the applicant
4	943 Ashland Avenue	R3	Building Permit	Garage, 20'x20'	09/12/21	pending additional information from the applicant
4	1031 Maple Avenue	R1	Building Permit	Detached garage	11/10/21	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 and/or planned development application
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 revisions/additional information from the applicant
5	1835 Ashland Avenue	R2	Building Permit	Addition and remodel	05/08/21	pending revisions from the applicant; minor variation approved
5	2046 Dodge Avenue	R3	Building Permit	Addition	09/28/21	pending additional information from the applicant
5	2127 Wesley Avenue	R3	Building Permit	New 2-car garage	10/07/21	pending additional information from the applicant
5	1828 Hovland Court	R3	Building Permit	New garage, 19'x20'	10/13/21	pending revisions from the applicant
5	2117 Darrow Avenue	R4	Building Permit	New paver patio, 368 sf	10/14/21	pending additional information from the applicant
5	2114 Wesley Avenue	R3	Building Permit	Replace gravel walk and parking pad with pavers	10/16/21	pending additional information from the applicant
5	1717 Simpson Street	B1	Building Permit	Garage	10/28/21	pending staff review
5	1717 Simpson Street	B1	Building Permit	Shed	11/01/21	pending staff review
5	2211 Emerson Street	R3	Building Permit	Remove and replace deck	11/01/21	pending additional information from the applicant
6	2507 Prospect Avenue	R1	Building Permit	Mudroom addition	05/15/21	non-compliant, pending minor variation application from applicant
6	2149 Bennett Avenue	R1	Building Permit	Paver patio	05/27/21	non-compliant, pending revisions from the applicant
6	2504 Central Park Avenue	R1	Building Permit	Addition and patio expansion	07/07/21	pending revisions from the applicant
6	2701 Noyes Street	R1	Building Permit	New single-family residence	07/16/21	non-compliant, pending minor variation application from the applicant
6	2402 Pioneer Road	R1	Building Permit	Patio, pergola, and walks	08/31/21	pending revisions from the applicant
6	2828 Lincoln Street	R1	Building Permit	Deck and patio	09/02/21	pending additional information from the applicant
6	2328 Hartzell Street	R1	Building Permit	Remove existing asphalt slab and construct 2-story, 2-car garage	09/21/21	non-compliant, pending minor variation application
6	2312 Ewing Avenue	R1	Zoning Analysis	Addition to single-family residence	09/22/21	on hold per applicant
6	3130 Hartzell Street	R1	Building Permit	New detached garage	10/04/21	non-compliant, pending minor variation application from the applicant

6	3434 Central Street	R1	Zoning Analysis	Demolish existing improvements, construct new 2-story, 20,000 sf Daycare Center-Child (Kensington School)	10/06/21	non-compliant, pending revisions from the applicant and/or planned development application
6	3034 Thayer Street	R1	Building Permit	New paver patio and walk	10/06/21	non-compliant, pending revisions and/or minor variation application from the applicant
6	2761 Gross Point Road	R1	Building Permit	Hammerhead driveway	10/13/21	pending revisions from the applicant
6	2325 Central Park Avenue	R1	Building Permit	New 3-car garage with coach house	10/15/21	non-compliant, pending revisions from the applicant
6	2511 Princeton Avenue	R2	Building Permit	Paver patio, 213 sf	10/16/21	pending revisions from the applicant
6	2318 Ridgeway Avenue	R1	Building Permit	1-story addition and interior remodel	10/29/21	pending revisions from the applicant
6	2935 Central Street	B1a/oCS	Zoning Analysis	Ground floor medical office in the Central Street Overlay District, chiropractic/physical therapy	11/05/21	pending staff review
6	2612 Prospect Avenue	R1	Building Permit	Addition and interior remodel	11/08/21	pending staff review
6	2322 Isabella Street	R1	Building Permit	Solar panels and interior renovation	11/09/21	pending staff review
6	3205 Hartzell Street	R1	Building Permit	Remove and replace existing sidewalks with permeable pavers, remove and replace existing front stoop with pavers	11/09/21	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	2353 Colfax Terrace	R1	Building Permit	1-story screened porch	05/28/21	non-compliant, pending revisions and/or major variation application
7	1030 Central Street	OS	Zoning Analysis	Post 42 Patio determination of use for American Legion/Canal Shores Golf Course	06/29/21	on hold per Law
7	1225 Grant Street	R1	Building Permit	Remove and replace deck	07/17/21	pending revisions from the applicant
7	2026 Lincoln Street	R1	Building Permit	New single-family residence	08/04/21	non-compliant, pending revisions from the applicant
7	2305 Payne Street	R1	Building Permit	Demolish existing attached garage, construct 2-story addition	09/12/21	pending additional information from the applicant
7	827 Clinton Place	R1	Building Permit	Remove brick patio, install new patio and walk	10/06/21	pending revisions from the applicant
7	2323 Simpson Street	R1	Building Permit	Detached garge	10/14/21	pending additional information from the applicant
7	2211 Pioneer Road	R1	Building Permit	Garage, 20'x20'	10/27/21	non-compliant, pending minor variation application from the applicant
7	2214 Grant Street	R1	Zoning Analysis	2-car detached garage	11/01/21	pending staff review
7	1620 Jenks Street	R1	Building Permit	Shed	11/09/21	pending staff review
7	2619 Eastwood Avenue	R1	Building Permit	Detached garage, 20x22	11/10/21	pending staff review
8	2018 Dobson Street	R2	Building Permit	Detached garage	07/10/21	pending revisions from the applicant
8	1023 Mulford Street	R2	Building Permit	Remove concrete driveway, install new permeable paver driveway, new patio, steppers, and gravel area	10/16/21	pending revisions from the applicant
8	1207 Harvard Terrace	R2	Building Permit	2nd-story addition, deck and 2-car garage	11/10/21	pending staff review

8	1800 Oakton Street	R4	Building Permit	Solar panels	11/10/21	pending staff review
9	2201 Oakton Street	I1/oRD	Zoning Analysis	Open display of rental vehicles (Home Depot)	08/13/21	noncompliant; pending special use and major variation application
9	1612 Madison Street	R3	Building Permit	New single-family residence	10/06/21	pending revisions from the applicant
9	723 Seward Street	R3	Building Permit	New 2-story detached ADU	10/19/21	on hold per applicant

**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	1946 Orrington Avenue	R4a	Special Use	Special use for a Rooming House	07/30/21	pending DAPR, ZBA
1	1732 Orrington Avenue	D2	Planned Development	New 10-story office/lab building with 35 parking spaces (Burger King site)	11/09/21	pending DAPR, PC
1	1900 Sherman Avenue	C1a	Major Adjustment to a Planned Development	Major Adjustment to an approved Planned Development to reduce number of dwellings from 168 to 152 and to reduce number of below grade parking spaces from 37 to 25, on-site affordable dwellings to remain the same (Emerson Apartments - Housing Authority of Cook County)	09/17/21	pending P&D 11/22/21
1	518 Davis Street	D4	Special Use	Special use for a Convenience Store	11/09/21	pending DAPR, ZBA 12/21/21
2	1806 Dempster Street	B1	Special Use	Special use for a Convenience Store	08/17/21	pending P&D 11/22/21
2	1414 Church Street	R1	Major Variation	Building lot coverage and rear yard setback for addition (attached 2-car garage)	10/25/21	pending ZBA 11/16/21
4	1555 Oak Avenue	R6	Special Use	Special use for a Cultural Facility (Halim Time & Glass Museum at King Homes)	04/21/21	on hold per applicant
6	2701 Noyes Street	R1	Minor Variation	Street side yard setback to new single-family residence	10/06/21	pending additional information/revisions requested by Zoning Administrator
6	3130 Hartzell Street	R1	Minor Variation	Interior side setback to detached garage	10/08/21	determination after 11/04/21
6	2328 Hartzell Street	R1	Minor Variation	Building lot coverage of detached garage	10/13/21	pending additional information from the applicant
6	2507 Prospect Avenue	R1	Minor Variation	Building lot coverage for addition	10/15/21	determination after 11/12/21
7	1604 Colfax Street	R1	Minor Variation	Impervious surface coverage, setback to detached garage and garage roof overhang	10/07/21	pending revisions and additional information from the applicant
7	2537 Ashland Avenue	R1	Minor Variation	Building lot coverage and interior side setback for addition, and street side setback for deck	10/14/21	determination after 11/29/21
7	714 Central Street	R1	Minor Variation	Building lot coverage for additions	10/15/21	determination after 11/11/21
7	2641 Stewart Avenue	R1	Minor Variation	Interior side yard setback to 2nd story addition	10/21/21	determination after 11/12/21
7	2211 Pioneer Road	R1	Minor Variation	Building lot coverage for a detached garage	11/03/21	determination after 11/29/21
8	2424 Oakton Street	C1/oRD	Special Use	Special use for Resale Establishment	11/08/21	pending DAPR, ZBA



**Plan Commission, Zoning Board of Appeals, and Minor/Fence Variation Cases**

**Plan Commission**

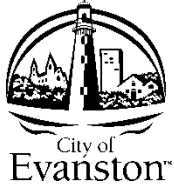
Meeting Date	Item	Type	Project Description	Date Received	Zoning	Ward
12/08/21	Rules & Procedures (first draft)	NA	Draft rules for new Land Use Committee (combined ZBA and PC)	NA	NA	NA
12/08/21	Comp Plan Update	NA		NA	NA	NA

**Zoning Board of Appeals**

Meeting Date	Item	Type	Project Description	Date Received	Zoning	Ward
11/16/21	1414 Church Street	Major Variation	Building lot coverage and rear yard setback for addition (attached 2-car garage)	10/25/21	R1	2
12/21/21	Rules & Procedures (first draft)	NA	Draft rules for new Land Use Committee (combined ZBA and PC)	NA	NA	NA
12/21/21	Comp Plan Update	NA		NA	NA	NA
12/21/21	518 Davis Street	Special Use	Special use for a Convenience Store	11/09/21	D4	1

**Minor and Fence Variations**

Public Comment Period End Date/Status	Item	Type	Project Description	Date Received	Zoning	Ward
11/04/21	3130 Hartzell Street	Minor Variation	Interior side setback to detached garage	10/08/21	R1	6
11/04/21	2328 Hartzell Street	Minor Variation	Building lot coverage for detached garage	10/13/21	R1	6
11/04/21	2701 Noyes Street	Minor Variation	Street side setbacks to new single-family residence and detached garage	10/06/21	R1	6
11/11/21	714 Central Street	Minor Variation	Building lot coverage for additions	10/15/21	R1	7
11/12/21	2507 Prospect Avenue	Minor Variation	Building lot coverage for addition	10/15/21	R1	6
11/12/21	2641 Stewart Avenue	Minor Variation	Interior side yard setback to 2nd story addition	10/21/21	R1	7
11/29/21	2537 Ashland Avenue	Minor Variation	Building lot coverage and interior side setback for addition, and street side setback for deck	10/14/21	R1	7
11/29/21	2211 Pioneer Road	Minor Variation	Building lot coverage for a detached garage	11/03/21	R1	7



# Memorandum

To: Kelley Gandurski, Interim City Manager

From: Angelique Schnur, Interim Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: November 12, 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.

**Cases Received, November 12, 2021**

**Field Reports**

<b>Ward</b>	<b>Property Address</b>	<b>Construction Type</b>	<b>Inspector Notes</b>	<b>Received</b>
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	The project is complete. Lighting revisions have been submitted for review.	11/11/2021
4	1555 Ridge Avenue	Multi-Family Building	Construction fence and site are in good order. Interior unit finishes are in progress.	11/11/2021
8	1011 Howard Street (Evergreen Senior Housing)	Senior Living Facility	Site is in good order. Sidewalk and driveway on East side of building is complete. Interior unit finishes are underway.	11/11/2021
8	100 Chicago Avenue (Gateway)	Mixed-Use Retail/Residential	Construction fence and site are in good order. Street openings are still plated due to underground utility conflicts in the street. Underground sewer work in the street should begin again next week Wednesday and be completed by Friday. The opening can then be closed.	11/11/2021



# Memorandum

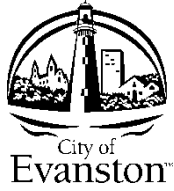
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: November 12, 2021

Ward	Property Address	Business Name	Date Received	Current Status
2	1806 Dempster St	Dempster Snack Shop	10/14/2021	Pending Inspections
8	329 Howard St	LOADaSPUD	10/12/2021	Pending Building Permit Issuance
7	1921 Central St	Central Street Diner	10/7/2021	Pending Permit Application
1	719 Church St	Elephant + Vine	10/5/2021	Pending Building Permit Issuance
4	1619 Chicago Ave	Picnic	9/14/2021	Pending Building Permit Issuance
3	528 Dempster St	Evanston Pour	9/14/2021	Pending Building Issued – Pending Inspections
1	1601 Sherman Ave	Sweetgreen	9/13/2021	Pending Building Permit Issuance
4	812 Dempster St	Inspired Indian Cooking	8/26/2021	Pending Building Issued – Pending Inspections
1	1726 Sherman Ave	Tomo Japanese Street Food	7/13/2021	Pending Building Permit Issuance
3	525 Main St	Wild Fork Foods	4/6/2021	Building Permit Issued – Pending Inspections
7	1945 Central St	DeSalvo's Pizza (aka RD Pizza)	4/5/2021	Building Permit Issued – Pending Inspections
4	1508 Sherman Ave	Dollop Coffee	2/11/2021	Building Permit Issued – Pending Inspections
2	1813 Dempster St	Zentli	8/27/2020	Pending Building Permit Issuance
8	633 Howard St	Estacion	2/4/2020	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: November 12, 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 NOVEMBER 12, 2021**

## ***NWMC Board Meeting Recap***

Thank you to the thirty members represented at Wednesday night's virtual NWMC Board meeting. The Board discussed issues related to the ongoing COVID-19 pandemic, including extended reporting deadlines for American Rescue Plan Act funding recipients, the Illinois indoor mask mandate and the application of the Occupational Safety and Health Administration's Vaccination and Testing Emergency Temporary Standard to state and local government employers.

Members reviewed of actions taken by the General Assembly during the recently concluded veto session as well as discussed items likely to be proposed during the spring legislative session. The Board discussed recent meetings regarding Lake Michigan Water Allocations and Metra operational and development issues with the Union Pacific railroad. Finally, members of the North Shore and Northwest Councils of Mayors unanimously approved allocations from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) for local road projects and multiple project cost change requests. *Staff contacts: Mark Fowler, Larry Bury*

## ***RSVP Today for the NWMC Holiday Celebration!***

On Wednesday, December 8, the Northwest Municipal Conference will host a holiday celebration to toast our members, legislators and friends. Invitations have been sent for this free event, scheduled from 6:00 p.m. to 8:00 p.m. at the Chateau Ritz, 9100 Milwaukee Avenue in Niles. Please RSVP your attendance to Marina Durso, 847-296-9200, ext. 122 or [mdurso@nwmc-cog.org](mailto:mdurso@nwmc-cog.org) by Tuesday, November 30. Please also note that proof of COVID-19 vaccination will be required in order to attend the celebration. *Staff contacts: Mark Fowler, Larry Bury*

## ***SPC/Sourcwell Spotlight on Grainger***

The Suburban Purchasing Cooperative (SPC) is pleased to shine a spotlight on one of the most universally beneficial Sourcwell-SPC alliance contracts with W.W. Grainger Industrial Supplies, headquartered in *Lake Forest*. [Sourcwell Contract 121218-WWG](#) gives members access to the following types of goods and services:

- 1.9 million items, including hard-to-find products
- 24/7 online ordering with no minimum order
- Pre-paid freight on orders shipped via ground
- Same-day shipping on 99% of in-stock items
- Keep Stock Inventory Management Solutions
- Facility MRO supplies & services
- Safety supplies
- Police and First Responder supplies
- Distributor Alliance Small

If your agency is not already registered with Sourcwell, you may do so at <https://www.sourcwell-mn.gov/register>. If your agency is already registered, but you've forgotten your account number, you can find it using the [Agency Lookup tool](#). Once you locate your organization, you can click to view your existing Sourcwell account number.

To use the Sourcwell/SPC Grainger contract, members and other agencies must complete this [Grainger Contract Affiliation Form](#) to become affiliated to these agreements, and to ensure receipt of all of the benefits of the Vendor Agreements (collectively, #121218-WWG, #121416-WWG, #032620, #040220 and #101320-WWG). Because Grainger has agreements with several cooperative purchasing agencies, we want to be sure that SPC participants are registered as a Sourcwell customer to help support NWMC and SPC goals.

For questions or additional information, please contact staff or Allison Darling, Sourcwell Cooperative-Grainger

Inc. Senior National Government Sales Manager, 773-805-9845 or [Allison.darling@grainger.com](mailto:Allison.darling@grainger.com). *Staff contact: Ellen Dayan*

### ***Last Call to Attend ICDHR's Martin Luther King, Jr. Remembrance Celebration***

On Saturday, November 13, the Illinois Commission on Diversity and Human Relations will hold the 52<sup>nd</sup> annual Dr. Martin Luther King, Jr. Remembrance & Commemoration Dinner and Concert. The celebration will be held from 6:00 p.m. to 10:00 p.m. at the Renaissance *Schaumburg* Convention Center Hotel. Highlighting the evening will be a concert featuring international music legends, the [Blind Boys of Alabama](#). For ticket and sponsorship information, please visit the [Eventbrite website](#). *Staff contact: Mark Fowler*

### ***Apply Today for IEPA Section 319 Grant Funding***

The Illinois Environmental Protection Agency (IEPA) is currently accepting applications for their Section 319 Grant Program. The program is open to projects that affect water quality issues relating directly to nonpoint source pollution, including green infrastructure projects. Funding ranges from \$50,000 to \$1.2 million per project, up to 60 percent of the total costs. Applications should be submitted electronically by noon on Tuesday, November 16. For more information and to apply, please visit the [IEPA's website](#). *Staff contact: Kendra Johnson*

### ***Municipal Input Sought on EV Charging Infrastructure***

*From the desk of Edith Makra, Metropolitan Mayors Caucus Director of Environmental Initiatives:*

To implement the newly passed [Illinois Electric Vehicle Act](#) (EV Act, 20 ILCS 627/45) the Illinois Commerce Commission (ICC) is [holding a series of workshops](#) and inviting input into the design of programs that will support a resilient electric grid and new EV deployment and charging infrastructure. This “beneficial electrification” will be supported by the electric utilities in Illinois. You are invited to learn more about beneficial electrification and offer ideas for new programs, incentives, and investments that promote transportation electrification. Ways you can get involved:

1. Suggest ideas for programs or investments using the [Proposed Ideas Template](#) by November 24<sup>th</sup>.
2. Review materials from the [two earlier Beneficial Electrification workshops](#) and attend an upcoming workshop. The tentative beneficial electrification (BE) workshop schedule is listed on the [ICC website](#). Municipalities are especially encouraged to attend the workshop on Wednesday, Dec. 15, 2021, from 10 a.m. to 3 p.m. on the topic of fleets (medium-duty and heavy-duty, government and private fleets) and school buses.

For more information please contact Edith Makra, [emakra@mayorscaucus.org](mailto:emakra@mayorscaucus.org) or 630-327-4193. *Staff contact: Kendra Johnson*

### ***Still Time to Register for APA-IL Plan Commissioner Training***

The American Planning Association's Illinois Chapter is offering virtual Plan Commissioner Training for those who are new to the process or experienced commissioners who want to benefit from extra training. All planning officials are invited to attend, including those serving on Zoning Boards of Appeals, Design Review Boards and Historic Preservation. The training will be held virtually on Wednesday, November 17 from 4:00 p.m. to 6:00 p.m. Registration costs \$25/person, or \$20/person for a group of four or more. For more information, please visit [APA-IL's Eventbrite page](#) or contact [admin@ilapa.org](mailto:admin@ilapa.org). *Staff contacts: Eric Czarnota, Kendra Johnson*

### ***Last Chance to Comment on MWRD's WMO***

The Metropolitan Water Reclamation District of Greater Chicago (MWRD) is in the process of updating their Watershed Management Ordinance (WMO). The WMO regulates development within Cook County and sewer construction within MWRD's service area. MWRD opened a public comment period that will be open until November 15 for their draft WMO amendment, which can be accessed on [MWRD's website](#). MWRD will also be hosting two virtual public meetings to discuss the proposed changes and slides from the presentation are available on the [WMO website](#). Comments should be submitted via email to [WMOComments@mwrld.org](mailto:WMOComments@mwrld.org) or via mail to Metropolitan Water Reclamation District of Greater Chicago, Local Sewer Systems Section, 111 E. Erie St, Chicago, Illinois 60611. *Staff contact: Kendra Johnson*

## ***Meetings and Events***

*NWMC Bicycle & Pedestrian Committee* will meet Tuesday, November 16 at 10:30 a.m. at the NWMC offices and via Zoom Video Conferencing.

*NWMC Legislative Committee* will meet Wednesday November 17 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>
Eric Czarnota	Program Associate for Transportation	<a href="mailto:eczarnota@nwmc-cog.org">eczarnota@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 Manager for Transportation	<a href="mailto:kjohnson@nwmc-cog.org">kjohnson@nwmc-cog.org</a>
Chris Staron	Policy Analyst	<a href="mailto:cstaron@nwmc-cog.org">cstaron@nwmc-cog.org</a>

Phone: 847-296-9200

[www.nwmc-cog.org](http://www.nwmc-cog.org)