

# Memorandum



To: Mayor Biss and Members of the City Council

From: Kelley Gandurski, Interim City Manager

Subject: Weekly City Manager's Update

Date: November 19, 2021

## **Staff Reports by Department**



**Weekly Report for November 15, 2021 – November 19, 2021**

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

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

City Council Agenda Schedule

### **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, November 22, 2021**

[Administration and Public Works](#)

[Planning & Development](#)

[City Council](#)

**Wednesday, November 23, 2021**

Design and Project Review Committee - CANCELED

# 2021 City Council Agenda Items

Printed from Asana

- Ike Ogbo:** leaf blower enforcement- dedicated person?

## November 8, 2021

- 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

## November 22, 2021

- Hitesh Desai:** Bills List and Payroll

Department: CMO  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
Agenda Lead Admin: On agenda

- 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: Entered  
Agenda Lead Admin: On agenda

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

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

iCompass Status: Entered  
Agenda Lead Admin: On agenda

- 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  
Agenda Lead Admin: On agenda

- Lawrence C. Hemingway:** Approval of Annual Allocation for Cradle to Career

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

- 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  
Agenda Lead Admin: On agenda

- 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: Approved  
Agenda Lead Admin: On agenda

- Darrell King:** Resolution 125-R-21: Authorizing the City Manager to Negotiate and Execute a Twenty-Five Year Easement Agreement for relief sewer infrastructure located along McDaniel Avenue between Main and Dempster Streets and a 30-inch diameter relief sewer water outfall into the North Shore Channel at Greenleaf Street in the City of Evanston with the Metropolitan Water Reclamation District of Greater Chicago.

iCompass Status: Pending Approval  
Department: Public Works  
Council Action: Res  
Council or Committee: APW  
Action: For Action  
Agenda Lead Admin: On agenda

- 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: Approved  
Agenda Lead Admin: On agenda

- 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: Approved  
MWEBE Memo: No  
Agenda Lead Admin: On agenda

- Johanna Nyden:** (2)Ordinance 123-O-21 Major Adjustment 1900 Sherman PD

Department: Community Dev  
Council Action: Bus  
Council or Committee: PD  
Action: For Introduction  
iCompass Status: Approved  
Agenda Lead Admin: On agenda

- Johanna Nyden:** (1)0Ordinance 120-O-21 1806 Dempster Special Use

Department: Community Dev  
Council Action: Ord  
Council or Committee: PD  
Action: For Introduction  
iCompass Status: Approved  
Agenda Lead Admin: On agenda

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

Department: CMO  
Council or Committee: ED  
Action: For Action  
iCompass Status: Not Entered in System  
Agenda Lead Admin: On agenda

- Johanna Nyden:** Land Use Commission Membership

Council or Committee: Appointments  
Council Action: Comm  
Action: For Action  
Department: Community Dev  
iCompass Status: Pending Approval  
Agenda Lead Admin: On agenda

- 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  
Agenda Lead Admin: On agenda

**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  
Agenda Lead Admin: On agenda

**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  
Agenda Lead Admin: On agenda

**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  
Agenda Lead Admin: On agenda

**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  
Agenda Lead Admin: On agenda

**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  
Agenda Lead Admin: On agenda

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

Department: CMO  
Council Action: SPB  
Council or Committee: CC  
Action: For Action  
iCompass Status: Approved  
Agenda Lead Admin: On agenda

- 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  
Agenda Lead Admin: On agenda

- Patrick Deignan:** Winter Preparedness Week-City Manager Announcement

Department: Public Works  
Council Action: Annouc  
Action: For Action  
Agenda Lead Admin: On agenda

## 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

- Michelle H. Ozuruigbo:** Resolution xx-R-21 renewal of Civic Center Lease for Rep. Robyn Gabel due Dec 6, 2021

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

- 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

- David Stoneback:** 125-O-21 MWEBE code modification

Council or Committee: APW  
Council Action: Ord  
Action: For Introduction  
Department: CMO  
MWEBE Memo: No

**Lara Biggs:** 124-O-21 Newsrack code modification

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

**Lara Biggs:** Res xx-R-21 ARPA Tourism Grant - Greenwood Beach Headlands

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

**Lara Biggs:** Approval of Change Order 1 for Water Plant HVAC

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

**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

Reappointment of Kiril Mirintchev to the Land Use Commission

Department: Mayor's Office  
Council or Committee: Appointments  
Action: For Action  
Agenda Lead Admin: On agenda

**Darrell King:** ILSAWWA Water Ambassador Program

Council or Committee: CC  
Council Action: Annouc  
Department: Public Works

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

due Dec 13, 2021

Department: Admin Serv  
Council Action: Annouc  
Council or Committee: CC

Presentation to the City Council. Likely to have someone remote from Bloomberg Foundation.

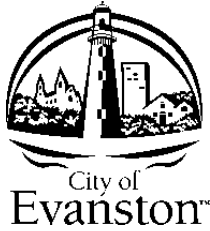
**Paul Zalmezak:** Sale of City Owned Property 20' Central Park Alley (up to 12 ordinances)

**Lawrence C. Hemingway:** Update City Code Related to Beach Tokens

Council Action: Comm  
Action: For Action: Accept and Place on File

Section 7-11-3 of the Evanston City Code states:

Admission to the beaches named in [Section 7-11-1](#) of this Chapter shall be by season tokens or daily fees or passes. Such tokens or passes shall be obtainable at offices designated by the Director of Parks/Forestry and Recreation or his/her designee; tokens shall not be transferable; tokens shall be presented for admission to the beaches.



## Memorandum

To: Honorable Mayor and Members of the City Council  
From: Johanna Nyden, Community Development Director  
Subject: Weekly Zoning Report  
Date: November 19, 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 11, 2021 - November 17, 2021**

**Backlog (business days received until reviewed): 11**

**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	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 Court	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	1710-16 Sherman Avenue	D2	Zoning Analysis	Interior alteration for mixed-use, 35 dwellings and 1 ground floor commercial use (former Varisty Theater)	10/25/21	non-compliant, pending parking lease or major variation application
1	824 Emerson Street	C1	Zoning Analysis	Construct 2 story parking garage with 96 parking spaces exclusively for Sherman Gardens	10/27/21	non-compliant, pending revisions from the applicant
1	816 Garnett Place	R5	Zoning Analysis	Planned Development for new 9 story tower connected to Link with 200 dwelling units and 71 parking spaces	11/05/21	non-compliant, pending revisions 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	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	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	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 additional information from the applicant
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
2	1810 Main Street	R3	Building Permit	Garage, 18x20	11/15/21	pending staff review
2	1115 Fowler Avenue	R2	Building Permit	Shed	11/17/21	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
4	1516 Greenleaf Street	B1	Zoning Analysis	Remove paver patio, install stone walk and concrete pad	11/11/21	pending staff review
4	1125 Oak Avenue	R3	Zoning Analysis	Deck and interior renovation	11/15/21	pending staff review
4	1122 Maple Avenue	R5	Building Permit	Paver driveway and paths	11/16/21	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	non-compliant, pending revisions from the applicant
5	1717 Simpson Street	B1	Building Permit	Shed	11/01/21	non-compliant, pending revisions from the applicant
5	2100 Ridge Avenue	R5/OS	Zoning Analysis	Subdivide property, separating Civic Center and parking lot from Ingraham Park (City of Evanston)	11/11/21	pending staff review
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	2312 Ewing Avenue	R1	Zoning Analysis	Addition to single-family residence	09/22/21	on hold per 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	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	2318 Ridgeway Avenue	R1	Building Permit	1-story addition and interior remodel	10/29/21	pending revisions from the applicant
6	2612 Prospect Avenue	R1	Building Permit	Addition and interior remodel	11/08/21	non-compliant, pending revisions from the applicant
6	2322 Isabella Street	R1	Building Permit	Solar panels and interior renovation	11/09/21	pending revisions from the applicant
6	3031 Thayer Street	R1	Building Permit	Shed	11/15/21	pending staff review
6	2333 Ridgeway Avenue	R1	Zoning Analysis	1-story addition, deck, and partially above ground pool	11/15/21	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	2323 Simpson Street	R1	Building Permit	Detached garage	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 additional information from the applicant
7	2619 Eastwood Avenue	R1	Building Permit	Detached garage, 20x22	11/10/21	pending staff review
7	810 Ridge Terrace	R1	Building Permit	Screened-in porch	11/15/21	pending staff review
7	2333 Ridge Avenue	R1	Building Permit	Garage, 14x20	11/17/21	pending staff review
8	1207 Harvard Terrace	R2	Building Permit	2nd-story addition, deck and 2-car garage	11/10/21	pending staff review
8	2111 Dobson Street	R2	Building Permit	Repair front stairs, replace front walk	11/17/21	pending staff review
9	2201 Oakton Street	I1/oRD	Zoning Analysis	Open display of rental vehicles (Home Depot)	08/13/21	non-compliant, pending special use and major variation application
9	723 Seward Street	R3	Building Permit	New 2-story detached ADU	10/19/21	on hold per applicant
9	1718 Cleveland Street	R2	Building Permit	Demolish back stairs, remove walk and driveway, pour cement area and front walk	11/12/21	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
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1	1946 Orrington Avenue	R4a	Special Use	Special use for a Rooming House	07/30/21	<b>pending DAPR, ZBA</b>
1	1732 Orrington Avenue	D2	Planned Development	New 10-story office/lab building with 35 parking spaces (Burger King site)	11/09/21	<b>pending DAPR, PC</b>
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	<b>pending P&amp;D 11/22/21</b>
1	518 Davis Street	D4	Special Use	Special use for a Convenience Store	11/09/21	<b>pending DAPR, ZBA 12/21/21</b>
2	1806 Dempster Street	B1	Special Use	Special use for a Convenience Store	08/17/21	<b>pending P&amp;D 11/22/21</b>
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	2608 Isabella Street	R1	Minor Variation	Building lot coverage for additions	11/03/21	determination after 12/02/21
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	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, Salvation Army	11/08/21	<b>pending DAPR, ZBA</b>

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

**Plan Commission**

<b>Meeting Date</b>	<b>Item</b>	<b>Type</b>	<b>Project Description</b>	<b>Date Received</b>	<b>Zoning</b>	<b>Ward</b>
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**

<b>Meeting Date</b>	<b>Item</b>	<b>Type</b>	<b>Project Description</b>	<b>Date Received</b>	<b>Zoning</b>	<b>Ward</b>
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**

<b>Public Comment Period End Date/Status</b>	<b>Item</b>	<b>Type</b>	<b>Project Description</b>	<b>Date Received</b>	<b>Zoning</b>	<b>Ward</b>
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
12/02/21	2608 Isabella Street	Minor Variation	Building lot coverage for addition	11/03/21	R1	6



# Memorandum

To: Kelley Gandurski, Interim City Manager

From: Angelique Schnur, Interim Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: November 19, 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.

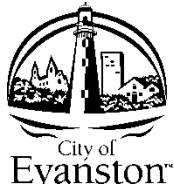
Please contact me at 847-448-8035 or [aschnur@cityofevanston.org](mailto:aschnur@cityofevanston.org) if you have any questions or need additional information.



**Cases Received, November 19, 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 nearly complete. The contractor is finalizing site and lighting requirements.	11/19/2021
4	1555 Ridge Avenue	Multi-Family Building	The site and construction fence are in good order. The main electrical service is approved and should be energized soon. Interior finishes are ongoing. Despite the moratorium there continues to be work in the Right of Way as they had difficulties with their storm sewer. Penalties will be assessed for working without the proper Right of Way permits and after the moratorium.	11/19/2021
8	1011 Howard Street (Evergreen Senior Housing)	Senior Living Facility	The construction fence and site are in good order. The west driveway and sidewalk concrete is being completed. Interior finishes are being completed.	11/19/2021
8	100 Chicago Avenue (Gateway)	Mixed-Use Retail/Residential	The construction fence and site are in good order. Street openings across Chicago remain plated. Project manager is waiting for City approval to close the street. This project also had some difficulties with their work in the street and must now wait until spring to finish. The street will be closed up and fines will be assessed for working without the proper Right of Way permits and after the moratorium.	11/19/2021



# Memorandum

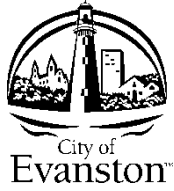
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: November 19, 2021

Ward	Property Address	Business Name	Date Received	Current Status
1	724 Clark St	Shinto Ramen	11/19/2021	Pending Building Permit Issuance
7	2736 ½ Broadway Ave	Little Broadway Cookies	11/16/2021	Pending Building Permit Issuance
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 Issued – Pending Inspections
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 19, 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 19, 2021

## HAPPY THANKSGIVING & HAPPY HANUKKAH!

### ***Editor's Note:***

The NWMC Director's Weekly Briefing will return on Friday, December 3. From our families to you and yours, have a Happy and Safe Thanksgiving and Happy Hanukkah!

### ***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*

### ***ARPA Allows for Utilizing Purchasing Cooperatives***

A number of members have requested guidance as to the ability of local governments to utilize the Suburban Purchasing Cooperative (SPC) and other purchasing cooperatives when spending American Rescue Plan Act (ARPA) funds. This week, staff contacted Sourcewell and the other SPC vendors who utilize purchasing cooperatives and we are pleased to report that their legal teams have advised that utilizing cooperatives "satisfy requirements of the CARES Act, American Rescue Plan or any COVID-19 relief Federal funding."

Staff received the following on Thursday from Sourcewell, with whom the SPC recently joined forces to offer over [170 new products and services](#):

"The American Rescue Plan Act (ARPA), along with the CARES Act and the similar recent legislation, were passed by Congress to address conditions specifically relating to the COVID-19 pandemic and ongoing public health emergency. This legislation contained direct funding for state, local, and tribal governments, and local education agencies (LEA).

Outside of the specific allowable categories of expenditures, the ARPA legislation did not impose additional procurement requirements when purchasing utilizing this funding. Generally, state, local, and tribal governments, and LEA must only make purchases of items or services consistent to respond to the public health emergency and must do so following any applicable state or federal procurement requirements.

The legislation defines broad categories of what funding recipients could purchase consistent with the intent of the law. However, the law contains no additional discussion on purchasing rules applicable to the use of cooperative purchasing contracts for allowable expenses.

Because this is federal funding, the compliance standards applicable are Uniform Guidance (2 CFR 200) rules and the USDE General Administrative Regulations (EDGAR) requirements. The procurement standards in 2 CFR § 200.317 to § 200.326 are applicable to purchasing agencies when conducting a compliance analysis for purchases using federal funding. Additional requirements may also apply based on the specific federal funding source. Purchasing agencies should verify state and agency-specific guidance and requirements as may be applicable.

As the contract-awarding government agency, Sourcewell cooperative purchasing contracts address certain elements of federal procurement standards required relating to the solicitation process. Specifically, Sourcewell:

- Maintains a documented procurement and conflict of interest policy (2 CFR § 200.318)
- Awards to responsible suppliers (2 CFR § 200.318)
- Provides for a full and open competitive solicitation process (2 CFR § 200.319)
- Conducts a competitive sealed proposal process (2 CFR § 200.320)
- Includes Appendix II to Part 200 terms (2 CFR § 200.326, App. II to Part 200)

The remainder of compliance analysis will depend upon the specific actions of the purchasing agency. Purchases may require a case-by-case analysis as a variety of variables including, but not limited to the source of funding, agency-specific rules and other federal guidance, the type of purchase, the internal process of the purchasing agency, state law, local policy, etc. Ultimately, under all federal rules the final analysis of compliance with the guidelines is the responsibility of the purchasing agency.

The SPC seeks to provide as much information about the solicitation process to aid purchasing agencies with conducting the required compliance analysis under the applicable guidelines. Specific questions extending beyond documentation which can be provided by the SPC should be directed to the agency's respective counsel."

In addition, the following are other SPC contracts that piggyback onto larger cooperative purchasing contracts that are in compliance:

- Warehouse Direct Office and Janitorial Supplies (Contract #189) through the National Cooperative Purchasing Alliance (NCPA) agreement with American Office Products Distributors (AOPD), solicited and awarded by lead agency Region XVI Education Service Center, Abilene, TX <https://www.nwmc-cog.org/suburban-purchasing-cooperative/office-janitorial-supplies>
- Graybar Electrical Services (Contract #192) awarded to Graybar/OMNIA Partners for Electrical Lighting, Data/Communication, Networking, Wireless, Security & Related MRO Supplies & Services by lead agency, the City of Kansas City as Contract #EV2370 <https://www.nwmc-cog.org/suburban-purchasing-cooperative/electrical-lighting-services>

For questions or additional information, please contact staff or Sourcewell Contract Manager/ Supplier Development Administrator Maureen Knight, 218-831-3030 or [Maureen.Knight@sourcewell-mn.gov](mailto:Maureen.Knight@sourcewell-mn.gov); Warehouse Direct Senior Account Executive Spencer Touchie, 360-670-1285 or [stouchie@warehousedirect.com](mailto:stouchie@warehousedirect.com); or Graybar Strategic Contract Manager-Omnia Partners Jeff Peskuski, 630-640-4905 or [jeff.peskuski@graybar.com](mailto:jeff.peskuski@graybar.com). *Staff contact: Ellen Dayan*

### ***SPC Offers COVID-19 Rapid Test Kits from Warehouse Direct***

As employees have all begun to return to the workplace, the COVID-19 rapid test kits are in high demand, with some employers requiring weekly testing. The Suburban Purchasing Cooperative (SPC) is pleased to announce that Warehouse Direct (Contract #189) has FDA Emergency Use Authorization COVID-19 rapid testing kits available on a first come, first served basis.

The QuickVue SARS Antigen Test detects SARS-CoV-2 antigens directly from anterior nares swab specimens. The QuickVue SARS Antigen Test provides accurate and reliable results in 10 minutes, allowing for COVID-19 testing of symptomatic patients within the first five days of symptoms and asymptomatic patients when tested serially.

#### Product information:

- Manufacturer - Quidel
- Stock Number QDL-20398
- Count: 25 / Carton
- Warehouse Direct Pricing - \$499.99 / Carton (\$19.99 per kit)
- Expiration date - April 21, 2022
- FDA Approved Letter
  - [https://imgcdn.mckesson.com/CumulusWeb/Click\\_and\\_learn/QuickVue\\_At-Home\\_OTC\\_COVID-19\\_Test\\_FDA\\_EUA\\_Letter.pdf](https://imgcdn.mckesson.com/CumulusWeb/Click_and_learn/QuickVue_At-Home_OTC_COVID-19_Test_FDA_EUA_Letter.pdf)
- User Instructions
  - [https://imgcdn.mckesson.com/CumulusWeb/Click\\_and\\_learn/QuickVue\\_At-Home\\_OTC\\_COVID-19\\_Test\\_User\\_Instructions.pdf](https://imgcdn.mckesson.com/CumulusWeb/Click_and_learn/QuickVue_At-Home_OTC_COVID-19_Test_User_Instructions.pdf)
- Fact Sheets
  - [https://imgcdn.mckesson.com/CumulusWeb/Click\\_and\\_learn/QuickVue\\_At-Home\\_OTC\\_COVID-19\\_Test\\_Fact\\_Sheet.pdf](https://imgcdn.mckesson.com/CumulusWeb/Click_and_learn/QuickVue_At-Home_OTC_COVID-19_Test_Fact_Sheet.pdf)

- <https://imgcdn.mckesson.com/CumulusWeb/Click and learn/QuickVue At-Home OTC COVID-19 Test Patients Fact Sheet.pdf>

To order directly or for additional information, please contact Warehouse Direct Senior Account Executive Spencer Touchie, 360-670-1285 or [stouchie@warehousedirect.com](mailto:stouchie@warehousedirect.com) or Customer Support Associate Tayler Stacey, 847-631-0377 or [TaylerStacey@warehousedirect.com](mailto:TaylerStacey@warehousedirect.com). *Staff contact: Ellen Dayan*

### ***North Shore Technical Committee Recommends Approval of 2022 STP-L Fund Allocations***

On Thursday, the North Shore Council of Mayors Technical Committee held a special meeting to recommend allocation of the Council’s remaining 2022 Local Surface Transportation Program (STP-L) funds. Due to receipt of Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds, the council is able to add to its existing balance of 2022 STP-L funds for a total of \$1,037,306.

Six council members requested over \$2.5 million and the Technical Committee recommended funding cost increases for projects in *Evanston* (Green Bay Road), *Lincolnwood* (Lawndale Avenue), *Skokie* (Gross Point Road) and *Winnetka* (Willow Road). The committee also recommended allocating the remaining funds to construct *Wilmette’s* Wilmette Avenue project. Staff forwarded the recommendation to the full North Shore Council of Mayors for final approval. *Staff contact: Eric Czarnota*

### ***IEPA Announces Wastewater/Stormwater and Drinking Water Loans***

On Monday, the Illinois Environmental Protection Agency (IEPA) announced the availability of \$29 million in grants statewide for drinking water and wastewater projects. The Wastewater and Drinking Water loan programs provide low-interest loans through the State Revolving Fund. Eligible projects include “new drinking water or wastewater infrastructure construction; upgrading or rehabilitating existing infrastructure; storm water-related projects that benefit water quality; and a variety of other projects that protect or improve the quality of Illinois’s rivers, streams, and lakes.” Please visit <https://www2.illinois.gov/epa/topics/grants-loans/state-revolving-fund/Pages/default.aspx> for additional information and application materials. *Staff contact: Mark Fowler*

### ***RTA Seeks Strategic Plan Feedback***

The Regional Transportation Authority is developing the next Regional Strategic Plan for Northeastern Illinois and requests public feedback through an [online survey](#) intended to gather opinions relating to the challenges and opportunities facing public transit in light of the pandemic and shifting travel patterns. The survey is part of a broader public engagement effort called “Making a Plan”, which features guest blogs, speakers at RTA Board of Directors meetings, virtual workshops and other opportunities to engage the public. For more information, please contact [communications@rtachicago.org](mailto:communications@rtachicago.org). *Staff contacts: Eric Czarnota, Kendra Johnson*

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

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

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*

### ***CMAP Researches EV Charging Infrastructure in the Region***

The Chicago Metropolitan Agency for Planning (CMAP) was recently awarded a \$1 million grant from the U.S. Department of Transportation’s Regional infrastructure Accelerators grant program. A portion of that funding will be

spent to research the feasibility and need for an electric vehicle charging infrastructure strategy for the region. In the coming months, CMAP will assess the current state of EV charging Infrastructure gaps in the network and explore considerations for equity, efficiency, partnerships, and coordinated investment. To participate in the project, please contact CMAP Senior Planner Brian Daly, [bdaly@cmapp.illinois.gov](mailto:bdaly@cmapp.illinois.gov). *Staff contacts: Eric Czarnota, Kendra Johnson*

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

*NWMC Executive Board* will meet Wednesday December 1 at 8:30 a.m. via teleconference.

*NWMC Transportation Committee* will meet Thursday, December 2 at 8:30 a.m. at the NWMC offices and via Zoom Video Conferencing.

### ***NWMC Staff***

Mark Fowler	Executive Director	<a href="mailto:mfowler@nwmc-cog.org">mfowler@nwmc-cog.org</a>
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Eric Czarnota	Program Associate for Transportation	<a href="mailto:eczarnota@nwmc-cog.org">eczarnota@nwmc-cog.org</a>
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Kendra Johnson	Manager 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>

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