



Memorandum

Date: September 30, 2022
To: Mayor Biss and Members of the City Council
From: Luke Stowe, Interim City Manager
Subject: City Manager's Office Weekly Report for
September 26 - September 30, 2022

Staff Reports by Department

City Manager's Office

Weekly Bids Advertised

Monthly Financial Report

Civic Center Additional Roof and Gutter Repair Contract, Change Order 1

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



**Standing Committees of the Council &
Mayoral Appointed Boards, Commissions & Committees**

Monday, October 3, 2022

5:00 PM: [Rules Committee](#)

6:00 PM: [Human Services Committee](#) - Canceled

Tuesday, October 4, 2022

No BCC meetings scheduled

Wednesday, October 5, 2022

6:30 PM: [Citizen Police Review Commission](#)

7:00 PM: [Redistricting Committee](#)

Thursday, October 6, 2022

9:00 AM: [Reparations Committee](#)

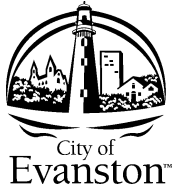
Friday, October 7, 2022

No BCC meetings scheduled

Check the City's Calendar for updates: [City of Evanston • Calendar](#)

City of Evanston Committee Webpage:

[City of Evanston • Boards, Commissions, and Committees](#)



Memorandum

To: Luke Stowe, City Manager

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

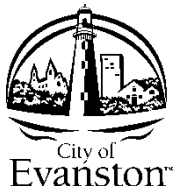
Subject: Bids/RFPs/RFQs Advertised during the Week of September 26, 2022

Date: September 30, 2022

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 September 26, 2022

Bid/RFP/RFQ Number/Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
RFP 22-59 Legacy Business Program Website and Logo Design	CMO/ED	The City of Evanston's City Manager's Office is seeking proposals from experienced firms for graphic design services to develop a logo design, plaque design, and website for its new Legacy Business Program. Firms may submit proposals for all requested services or focus on either website development or design services.	\$100,000	10/18	11/14



Memorandum

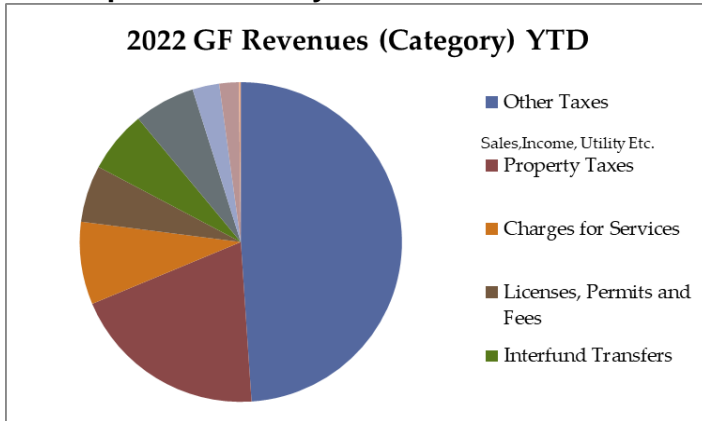
To: Luke Stowe, City Manager
 From: Hitesh Desai, CFO/City Treasurer
 Subject: August 2022 Monthly Financial Report
 Date: September 28, 2022

Please find attached the unaudited financial statements as of August 31, 2022. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

City of Evanston
Cash & Investment Summary by Fund
August 31, 2022

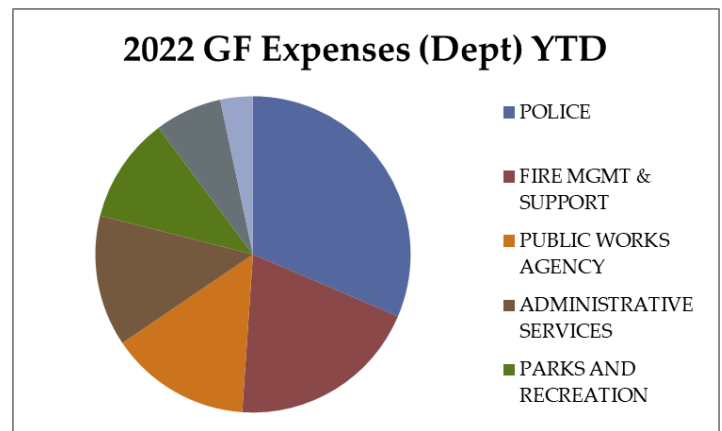
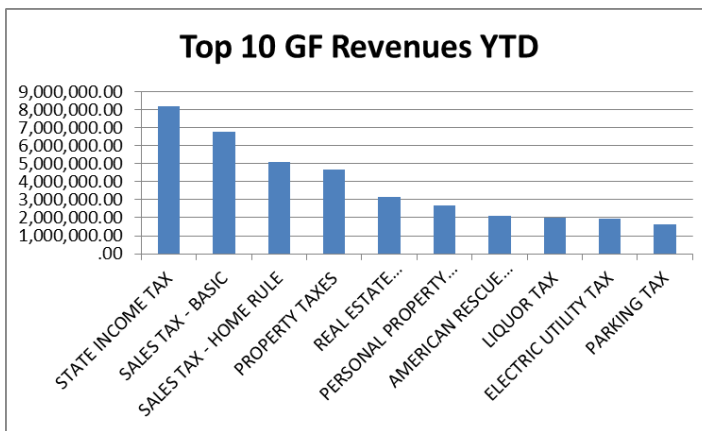
Fund #	Fund	Revenue	Expense	Net	Fund Balance	Cash Balance
100	General	91,978,973	72,805,021	19,173,952	50,695,558	47,080,734
170	American Rescue Plan	21,758,914	4,789,921	16,968,993	16,995,538	33,782,365
175	General Assistance	767,759	683,336	84,424	694,742	694,742
176	Human Services	1,730,360	1,811,283	(80,923)	1,951,011	1,951,011
177	Reparations	4,975	151,109	(146,134)	359,581	359,581
178	Sustainability	451,685	127,691	323,994	323,994	323,994
180	Good Neighbor	1,736	59,194	(57,459)	844,704	844,704
185	Library	4,465,344	4,990,182	(524,838)	2,994,778	2,848,031
186	Library Debt Service	253,313	119,322	133,991	135,134	135,134
187	Library Capital Improvement FD	-	138,563	(138,563)	739,563	739,563
200	MFT	2,816,891	1,516,715	1,300,176	6,381,000	6,104,012
205	E911	1,086,008	792,038	293,970	1,828,457	1,462,868
210	Special Service Area (SSA) #9	318,479	317,540	939	(205,811)	(205,811)
215	CDBG	205,875	586,174	(380,300)	(319,477)	(319,477)
220	CD Loan	68,981	-	68,981	379,912	379,912
235	Neighborhood Improvement	44	6	38	22,181	22,181
240	Home	261,797	280,652	(18,855)	6,881	6,881
250	Affordable Housing	383,941	415,821	(31,880)	2,441,064	2,588,929
320	Debt Service	9,557,149	2,873,591	6,683,558	8,136,129	7,994,503
330	Howard Ridge	761,696	932,258	(170,562)	2,503,004	2,657,019
335	West Evanston	1,014,813	66,262	948,551	4,221,765	4,200,756
340	Dempster-Dodge-TIF	160,249	114,582	45,667	370,672	370,672
345	Chicago Main-TIF	678,458	221,378	457,080	1,408,608	1,408,608
350	Special Service Area (SSA) #6	122,967	-	122,967	124,747	124,747
355	Special Service Area (SSA) #7	82,199	77,075	5,124	13,838	13,838
360	Special Service Area (SSA) #8	34,456	30,517	3,940	7,157	7,157
365	Five-Fifth TIF	-	5,826	(5,826)	(5,826)	(5,826)
415	Capital Improvements	1,823,582	2,140,661	(317,078)	11,288,460	11,417,618
416	Crown Construction	633,081	728,471	(95,389)	5,634,429	5,634,429
417	Crown Community CTR Maintenance	116,667	34,951	81,716	431,712	431,712
420	Special Assessment	183,126	331,781	(148,655)	1,984,940	1,984,940
505	Parking	7,497,035	6,427,665	1,069,370	1,800,435	1,497,199
510-513	Water	18,118,287	21,594,721	(3,476,434)	10,016,384	8,556,410
515	Sewer	6,237,922	4,460,019	1,777,903	7,380,805	5,812,029
520	Solid Waste	4,003,807	3,928,511	75,296	533,065	(364,079)
600	Fleet	2,086,729	2,222,474	(135,746)	582,870	(779,327)
601	Equipment Replacement	2,076,206	2,232,552	(156,346)	(140,031)	(140,031)
605	Insurance	13,353,720	12,952,532	401,188	(4,097,993)	(843,800)

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 August 31, 2022. 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.

General Fund

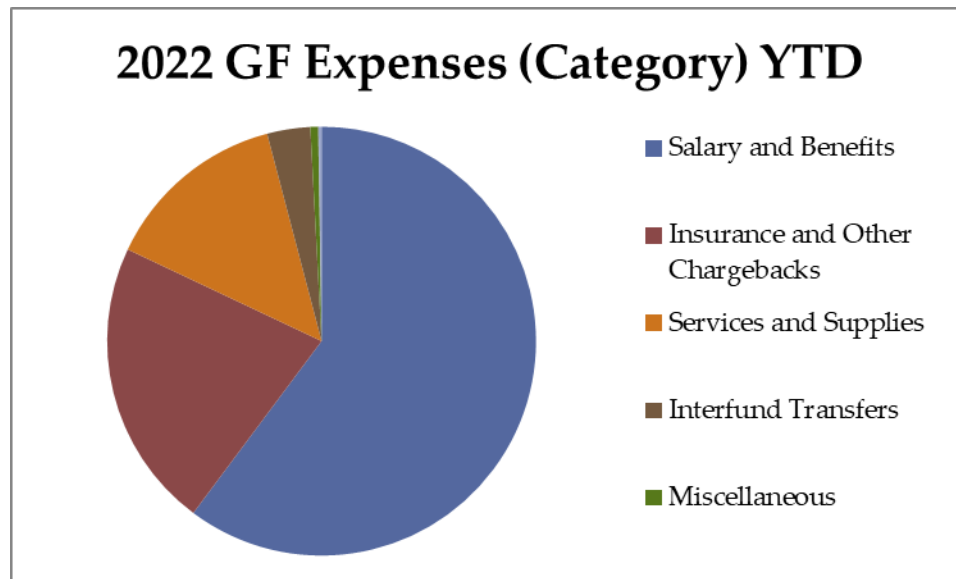


The unaudited financial statements show the General Fund as of August 31, 2022 with a fund balance of \$50,695,558 and cash balance of \$47,080,734. The attached financials show General Fund revenues at 78% of budget and expenses at 62% of budget. Additionally, taxes collected such as Sales and Income, are higher due to inflation.

Typically, the second installment bills are sent out in August with a due date of August 1. Per reports, the second installment of property tax disbursement from Cook County is expected to be delayed by 3-5 months. In September 2022, the City Council authorized the City Manager to access a line of credit in the amount of \$15 million from Byline Bank should the delay in property tax disbursement from Cook County result in cash flow issues.

Expenses by Department

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
Expenses						
12 LEGISLATIVE	795	0.00				
13 CITY COUNCIL	318,530	556,165.60	57%	403,436	579,384.00	70%
14 CITY CLERK	121,860	178,794.66	68%	175,467	343,573.00	51%
15 CITY MANAGER'S OFFICE	3,897,370	6,004,834.63	65%	3,883,600	6,232,882.39	62%
17 LAW	309,544	576,892.00	54%	554,684	970,341.14	57%
19 ADMINISTRATIVE SERVICES	6,358,967	10,360,246.39	61%	7,322,090	11,449,182.64	64%
21 COMMUNITY DEVELOPMENT	2,109,263	3,073,829.11	69%	1,890,229	4,488,316.71	42%
22 POLICE	24,180,425	39,734,285.59	61%	17,303,688	29,280,597.55	59%
23 FIRE MGMT & SUPPORT	16,216,794	26,006,574.05	62%	11,091,256	16,823,271.83	66%
24 HEALTH	1,310,822	1,556,419.50	84%	1,643,369	1,453,836.00	113%
30 PARKS AND RECREATION	7,226,952	11,329,360.87	64%	7,603,437	12,101,740.47	63%
40 PUBLIC WORKS AGENCY	7,751,217	11,642,790.99	67%	8,845,910	13,444,799.45	66%
99 NON-DEPARTMENTAL				12,087,856	20,723,062.00	58%
Expenses Total	69,802,538	111,020,193	63%	72,805,021	117,890,987	62%



Expenses	2021 YTD Actual	2021 Budget	2022 YTD Actual	2022 Budget
Salary and Benefits	45,171,174	68,210,034	44,640,850	74,503,722
Insurance and Other Chargebacks	14,330,480	25,368,239	14,620,342	24,383,062
Services and Supplies	7,820,030	13,313,796	10,475,496	15,131,213
Interfund Transfers	2,029,984	3,045,000	2,347,968	2,595,000
Miscellaneous	281,033	579,625	487,118	590,390
Community Sponsored Organizations	102,741	-	41,485	69,600
Capital Outlay	64,021	320,000	191,762	434,500
Contingencies	3,075	183,500	-	183,500
Expenses Total	69,802,538	111,020,193	72,805,021	117,890,987

Staff continues to monitor Police and Fire overtime expenses. Through August 31, 2022, Police had spent 62% of budget for overtime, and Fire had spent 71% of the annual budget.

Overtime Expenses	2021 Actual	2022 Budget	2022 YTD	% Budget
Police	\$1,550,896	\$ 1,509,073	\$936,081	62%
Fire	\$1,359,388	\$ 959,956	\$685,698	71%

Enterprise Funds

Parking fund revenues through August 31, 2022, are at 64% of budget and expenses are at 54%. Revenues are slightly lower but are expected to increase with school being back in session and increased usage of parking garages.

Through August 31, 2022, overall the Water Fund is trending higher on revenue and expenses than in 2021. Water Fund operating revenues and expenses are in line with the budget. Capital projects funded by IEPA loans have begun. The proceeds from these loans are budgeted in Other Revenue (510) and expenses in Capital Outlay (513).

Through August 31, 2022, expenses in the Sewer Fund are trending low compared to budget expenses mainly due to the capital projects and debt service payments occurring later in the year.

Through August 31, 2022, the Solid Waste Fund has a fund balance of \$533,065 and a negative cash balance of \$364,079.

Other Funds

Through August 31, 2022, the SSA #9 Fund is showing a negative fund and cash balance of \$205,811.

Through August 31, 2022, the Capital Improvements Fund is showing a fund balance of \$11,288,460 and a cash balance of \$11,417,618. The fund continues to spend down Series 2021 and Series 2020 bond proceeds.

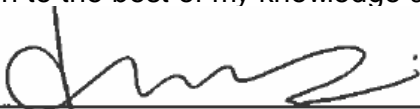
Through August 31, 2022, the Crown Construction fund is showing fund and cash balance of \$5,634,429. The fund continues to spend down balances from bond proceeds and gifts from the Friends of Robert Crown.

Through August 31, 2022, the Insurance Fund is showing a negative fund balance of \$4,097,993 and a negative cash balance of \$843,800. Fund balance is significantly lower than cash balance due to accrued liabilities for pending litigations.

If there are any questions on the attached report, please contact me by phone at (847) 448-8082 or by email: hdesai@cityofevanston.org. Detailed fund summary reports can be found at: <http://www.cityofevanston.org/city-budget/financial-reports/>.

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the August 31, 2022 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
100 GENERAL FUND						
Revenue						
Other Taxes	37,504,218	48,775,000	77%	46,522,001	51,925,000	90%
Property Taxes	16,254,305	28,298,539	57%	16,178,435	28,774,164	56%
Interfund Transfers	6,260,224	9,149,103	68%	5,850,471	8,775,706	67%
Charges for Services	6,216,888	9,357,875	66%	7,775,470	8,491,325	92%
Licenses, Permits and Fees	6,028,843	8,085,550	75%	5,271,162	8,085,550	65%
Intergovernmental Revenue	2,344,969	1,584,942	148%	5,964,669	5,961,342	100%
Fines and Forfeitures	1,546,918	4,123,500	38%	2,543,089	3,723,500	68%
Other Revenue	715,349	1,593,100	45%	1,649,741	2,118,100	78%
Interest Income	23,056	55,000	42%	223,937	55,000	407%
Revenue Total	76,894,769	111,022,609	69%	91,978,973	117,909,687	78%
Expenses						
12 LEGISLATIVE	795					
13 CITY COUNCIL	318,530	556,166	57%	403,436	579,384	70%
14 CITY CLERK	121,860	178,795	68%	175,467	343,573	51%
15 CITY MANAGER'S OFFICE	3,897,370	6,004,835	65%	3,883,600	6,232,882	62%
17 LAW	309,544	576,892	54%	554,684	970,341	57%
19 ADMINISTRATIVE SERVICES	6,358,967	10,360,246	61%	7,322,090	11,449,183	64%
21 COMMUNITY DEVELOPMENT	2,109,263	3,073,829	69%	1,890,229	4,488,317	42%
22 POLICE	24,180,425	39,734,286	61%	17,303,688	29,280,598	59%
23 FIRE MGMT & SUPPORT	16,216,794	26,006,574	62%	11,091,256	16,823,272	66%
24 HEALTH	1,310,822	1,556,420	84%	1,643,369	1,453,836	113%
30 PARKS AND RECREATION	7,226,952	11,329,361	64%	7,603,437	12,101,740	63%
40 PUBLIC WORKS AGENCY	7,751,217	11,642,791	67%	8,845,910	13,444,799	66%
99 NON-DEPARTMENTAL				12,087,856	20,723,062	58%
Expenses Total	69,802,538	111,020,193	63%	72,805,021	117,890,987	62%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
170 AMERICAN RESCUE PLAN						
Revenue						
Intergovernmental Revenue	21,586,827	-		21,586,827	21,586,827	100%
Interest Income	16,440	-		172,087	-	
Revenue Total	21,603,267	-		21,758,914	21,586,827	101%
Expenses						
Capital Outlay				9,028	-	
Salary and Benefits				400	-	
Miscellaneous				20,228	22,250,000	0%
Community Sponsored Organizations				6,000	-	
Services and Supplies				17	-	
Insurance and Other Chargebacks				29,247	-	
Interfund Transfers				4,725,000	8,150,000	58%
Expenses Total				4,789,921	30,400,000	16%
175 GENERAL ASSISTANCE FUND						
Revenue						
Property Taxes	600,547	1,300,000	46%	736,629	1,300,000	57%
Other Revenue	2,585	27,500	9%	25,713	27,500	94%
Interest Income	991	1,000	99%	5,417	1,000	542%
Revenue Total	604,123	1,328,500	45%	767,759	1,328,500	58%
Expenses						
Services and Supplies	406,856	865,982	47%	370,318	864,482	43%
Salary and Benefits	324,493	452,062	72%	309,017	469,871	66%
Miscellaneous	4,414	7,000	63%	4,000	7,000	57%
Expenses Total	735,762	1,325,044	56%	683,336	1,341,353	51%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
176 HUMAN SERVICES FUND						
Revenue						
Property Taxes	1,530,000	3,110,000	49%	1,550,000	3,110,000	50%
Interfund Transfers	300,000	450,000	67%			
Intergovernmental Revenue	165,906	125,000	133%	175,615	194,000	91%
Other Revenue	2,740	2,000	137%	-	2,000	0%
Interest Income	1,157	-		4,745	-	
Revenue Total	1,999,803	3,687,000	54%	1,730,360	3,306,000	52%
Expenses						
Salary and Benefits	1,043,182	1,697,148	61%	986,380	1,705,820	58%
Services and Supplies	321,764	1,340,243	24%	252,649	1,761,183	14%
Miscellaneous	116,161	465,000	25%	82,473	258,000	32%
Community Sponsored Organizations	52,292	143,333	36%	489,782	143,333	342%
Insurance and Other Chargebacks	8,861	-				
Expenses Total	1,542,259	3,645,724	42%	1,811,283	3,868,336	47%
177 REPARATIONS FUND						
Revenue						
Other Revenue	26,180	-		3,225	-	
Interest Income	229	-		1,750	-	
Other Taxes	-	400,000	0%	-	400,000	0%
Revenue Total	26,410	400,000	7%	4,975	400,000	1%
Expenses						
Services and Supplies	1,302	-		1,427	-	
Miscellaneous	-	400,000	0%	149,682	400,000	37%
Expenses Total	1,302	400,000	0%	151,109	400,000	38%
178 SUSTAINABILITY FUND						
Revenue						
Licenses, Permits and Fees				333,717	-	
Interfund Transfers				117,969	-	
Revenue Total				451,685	-	
Expenses						
Services and Supplies				127,691	-	
Expenses Total				127,691	-	

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
180 GOOD NEIGHBOR FUND						
Revenue						
Other Revenue	1,000,000	1,000,000	100%			
Interest Income	673	-		1,736	-	
Revenue Total	1,000,673	1,000,000	100%	1,736	-	
Expenses						
Interfund Transfers	414,152	380,000	109%	-	-	
Miscellaneous	11,113	620,000	2%	40,000	1,000,000	4%
Services and Supplies	327	-		242	-	
Capital Outlay				18,953	-	
Expenses Total	425,591	1,000,000	43%	59,194	1,000,000	6%
185 LIBRARY FUND						
Revenue						
Property Taxes	3,962,489	7,252,000	55%	4,074,340	7,252,000	56%
Interfund Transfers	250,000	209,000	120%	-	217,911	0%
Intergovernmental Revenue	232,547	238,000	98%	53,626	472,866	11%
Other Revenue	176,119	400,000	44%	214,482	410,000	52%
Library Revenue	52,960	227,224	23%	95,144	174,800	54%
Interest Income	7,677	15,000	51%	27,452	15,000	183%
Fines and Forfeitures	4,478	-				
Charges for Services	172	-		300	-	
Licenses, Permits and Fees				-	115,767	0%
Revenue Total	4,686,442	8,341,224	56%	4,465,344	8,658,344	52%
Expenses						
Salary and Benefits	3,731,168	5,910,018	63%	3,527,444	6,132,692	58%
Services and Supplies	1,110,455	2,052,000	54%	1,208,635	2,136,767	57%
Interfund Transfers	240,808	361,226	67%	253,102	379,653	67%
Capital Outlay	-	8,500	0%	1,000	8,500	12%
Miscellaneous				-	-	
Expenses Total	5,082,431	8,331,744	61%	4,990,182	8,657,612	58%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
186 LIBRARY DEBT SERVICE FUND						
Revenue						
Property Taxes	200,000	482,243	41%	253,313	506,625	50%
Revenue Total	200,000	482,243	41%	253,313	506,625	50%
Expenses						
Debt Service	124,950	482,243	26%	119,322	506,625	24%
Expenses Total	124,950	482,243	26%	119,322	506,625	24%
187 LIBRARY CAPITAL IMPROVEMENT FD						
Revenue						
Other Revenue	-	449,000	0%	-	480,000	0%
Revenue Total	-	449,000	0%	-	480,000	0%
Expenses						
Capital Outlay	386,219	449,000	86%	138,563	680,000	20%
Expenses Total	386,219	449,000	86%	138,563	680,000	20%
200 MOTOR FUEL TAX FUND						
Revenue						
Intergovernmental Revenue	3,500,191	3,656,700	96%	2,785,796	3,656,700	76%
Interest Income	3,365	12,000	28%	31,096	12,000	259%
Revenue Total	3,503,556	3,668,700	95%	2,816,891	3,668,700	77%
Expenses						
Interfund Transfers	696,656	1,044,987	67%	696,658	1,044,987	67%
Services and Supplies	561,099	1,038,000	54%	495,750	1,038,000	48%
Capital Outlay	381,682	2,284,000	17%	324,307	3,261,000	10%
Expenses Total	1,639,437	4,366,987	38%	1,516,715	5,343,987	28%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
205 EMERGENCY TELEPHONE (E911) FUND						
Revenue						
Other Taxes	959,626	1,321,600	73%	1,084,015	1,400,000	77%
Interest Income	592	7,000	8%	1,993	7,000	28%
Other Revenue	266	-				
Revenue Total	960,484	1,328,600	72%	1,086,008	1,407,000	77%
Expenses						
Salary and Benefits	365,646	742,978	49%	465,809	768,616	61%
Services and Supplies	118,136	374,000	32%	218,887	393,700	56%
Interfund Transfers	60,000	90,000	67%	60,000	90,000	67%
Insurance and Other Chargebacks	12,152	18,230	67%	12,153	18,230	67%
Capital Outlay	7,796	299,163	3%	35,188	450,000	8%
Expenses Total	563,730	1,524,371	37%	792,038	1,720,546	46%
210 SPECIAL SERVICE AREA (SSA) #9						
Revenue						
Property Taxes	305,551	592,665	52%	318,404	595,000	54%
Interest Income	5	-		75	-	
Revenue Total	305,556	592,665	52%	318,479	595,000	54%
Expenses						
Services and Supplies	299,214	575,000	52%	317,540	575,000	55%
Expenses Total	299,214	575,000	52%	317,540	575,000	55%
215 CDBG FUND						
Revenue						
Intergovernmental Revenue	484,871	2,758,514	18%	205,666	3,684,820	6%
Interest Income				209	-	
Revenue Total	484,871	2,758,514	18%	205,875	3,684,820	6%
Expenses						
Community Sponsored Organizations	368,480	80,000	461%	110,136	75,000	147%
Salary and Benefits	233,792	319,997	73%	242,399	589,422	41%
Insurance and Other Chargebacks	138,009	150,000	92%	127,975	-	
Capital Outlay	125,230	-		74,980	-	
Miscellaneous	20,158	1,700,000	1%	18,734	2,515,000	1%
Services and Supplies	4,913	506,200	1%	11,951	506,200	2%
Expenses Total	890,583	2,756,197	32%	586,174	3,685,622	16%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
220 CDBG LOAN FUND						
Revenue						
Other Revenue	85,811	110,000	78%	67,071	100,000	67%
Interest Income	572	-		1,910	-	
Revenue Total	86,382	110,000	79%	68,981	100,000	69%
Expenses						
Services and Supplies	-	175,000	0%	-	175,000	0%
Miscellaneous	-	-		-	-	
Expenses Total	-	175,000	0%	-	175,000	0%
235 NEIGHBORHOOD IMPROVEMENT						
Revenue						
Interest Income	17	-		44	-	
Revenue Total	17	-		44	-	
Expenses						
Services and Supplies	8	-		6	-	
Expenses Total	8	-		6	-	
240 HOME FUND						
Revenue						
Intergovernmental Revenue	246,726	540,453	46%	235,954	540,453	44%
Other Revenue	26,952	25,000	108%	25,066	25,000	100%
Interest Income	48	150	32%	777	150	518%
Revenue Total	273,726	565,603	48%	261,797	565,603	46%
Expenses						
Services and Supplies	232,495	500,565	46%	246,012	500,565	49%
Salary and Benefits	43,935	63,876	69%	41,492	70,681	59%
Miscellaneous	102	500	20%	-	500	0%
Insurance and Other Chargebacks	(431)	-		(6,853)	-	
Expenses Total	276,100	564,941	49%	280,652	571,746	49%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
250 AFFORDABLE HOUSING FUND						
Revenue						
Intergovernmental Revenue	236,684	658,000	36%	275,785	658,000	42%
Other Revenue	96,250	175,600	55%	97,500	140,600	69%
Other Taxes	15,453	75,000	21%	-	75,000	0%
Interest Income	5,639	5,700	99%	10,656	5,700	187%
Revenue Total	354,026	914,300	39%	383,941	879,300	44%
Expenses						
Services and Supplies	1,199,435	2,031,050	59%	55,415	2,065,050	3%
Community Sponsored Organizations	217,865	166,000	131%	262,760	166,000	158%
Salary and Benefits	118,517	202,684	58%	116,676	180,075	65%
Miscellaneous	16,124	102,510	16%	2,991	67,500	4%
Capital Outlay	4,200	10,000	42%	-	10,000	0%
Insurance and Other Chargebacks	(27,309)	17,000	-161%	(22,021)	17,000	-130%
Expenses Total	1,528,833	2,529,244	60%	415,821	2,505,625	17%
320 DEBT SERVICE FUND						
Revenue						
Property Taxes	7,056,088	13,936,263	51%	8,012,403	13,436,256	60%
Interfund Transfers	798,280	1,197,401	67%	1,511,361	2,267,041	67%
Interest Income	6,401	1,500	427%	33,385	1,500	2226%
Other Revenue	(407)	-		-	-	
Revenue Total	7,860,362	15,135,164	52%	9,557,149	15,704,797	61%
Expenses						
Debt Service	2,935,212	15,133,666	19%	2,853,260	15,690,075	18%
Services and Supplies	20	-		9	-	
Miscellaneous				20,323	-	
Expenses Total	2,935,232	15,133,666	19%	2,873,591	15,690,075	18%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
330 HOWARD-RIDGE TIF FUND						
Revenue						
Property Taxes	670,975	968,000	69%	688,893	1,100,000	63%
Other Revenue	12,289	5,366	229%	58,404	5,366	1088%
Interest Income	4,181	400	1045%	14,399	400	3600%
Revenue Total	687,445	973,766	71%	761,696	1,105,766	69%
Expenses						
Services and Supplies	154,295	335,000	46%	274,860	265,000	104%
Interfund Transfers	145,408	218,113	67%	265,409	398,113	67%
Capital Outlay	-	500,000	0%	391,989	785,000	50%
Expenses Total	299,703	1,053,113	28%	932,258	1,448,113	64%
335 WEST EVANSTON TIF FUND						
Revenue						
Property Taxes	869,944	1,237,000	70%	995,839	1,450,000	69%
Other Revenue	171,504	11,000	1559%	-	11,000	0%
Interest Income	3,440	4,000	86%	18,974	4,000	474%
Revenue Total	1,044,888	1,252,000	83%	1,014,813	1,465,000	69%
Expenses						
Services and Supplies	50,687	5,000	1014%	8,286	5,000	166%
Interfund Transfers	50,000	75,000	67%	50,000	75,000	67%
Capital Outlay	-	500,000	0%	7,976	1,765,000	0%
Miscellaneous	-	200,000	0%	-	200,000	0%
Expenses Total	100,687	780,000	13%	66,262	2,045,000	3%
340 DEMPSTER-DODGE TIF FUND						
Revenue						
Property Taxes	93,669	147,000	64%	158,329	160,000	99%
Interest Income	338	-		1,920	-	
Revenue Total	94,007	147,000	64%	160,249	160,000	100%
Expenses						
Interfund Transfers	112,616	168,923	67%	114,555	171,833	67%
Services and Supplies	465	2,000	23%	27	2,000	1%
Expenses Total	113,081	170,923	66%	114,582	173,833	66%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
345 CHICAGO-MAIN TIF						
Revenue						
Property Taxes	460,178	879,000	52%	671,852	1,000,000	67%
Interest Income	2,071	-		6,607	-	
Other Revenue	-	1,130,000	0%			
Revenue Total	462,250	2,009,000	23%	678,458	1,000,000	68%
Expenses						
Capital Outlay	685,073	1,130,000	61%	44,838	1,090,000	4%
Interfund Transfers	175,232	262,843	67%	176,509	264,763	67%
Services and Supplies	475	5,000	10%	32	5,000	1%
Miscellaneous				-	250,000	0%
Expenses Total	860,781	1,397,843	62%	221,378	1,609,763	14%
350 SPECIAL SERVICE AREA (SSA) #6						
Revenue						
Property Taxes	5,264	221,000	2%	122,429	221,000	55%
Interest Income	7	500	1%	539	-	
Revenue Total	5,271	221,500	2%	122,967	221,000	56%
Expenses						
Services and Supplies	7,548	221,500	3%	-	221,000	0%
Expenses Total	7,548	221,500	3%	-	221,000	0%
355 SPECIAL SERVICE AREA (SSA) #7						
Revenue						
Property Taxes	76,800	154,800	50%	81,991	142,000	58%
Interest Income	75	-		208	-	
Revenue Total	76,875	154,800	50%	82,199	142,000	58%
Expenses						
Services and Supplies	73,741	115,000	64%	77,075	140,000	55%
Expenses Total	73,741	115,000	64%	77,075	140,000	55%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
360 SPECIAL SERVICE AREA (SSA) #8						
Revenue						
Property Taxes	31,525	60,200	52%	34,437	60,200	57%
Interest Income	1	-		19	-	
Revenue Total	31,526	60,200	52%	34,456	60,200	57%
Expenses						
Services and Supplies	30,893	60,200	51%	30,517	60,200	51%
Expenses Total	30,893	60,200	51%	30,517	60,200	51%
365 FIVE FIFTH TIF FUND						
Expenses						
Services and Supplies				5,776	-	
Miscellaneous				50	-	
Expenses Total				5,826	-	
415 CAPITAL IMPROVEMENTS FUND						
Revenue						
Intergovernmental Revenue	331,168	-				
Other Revenue	329,040	7,645,000	4%	812,344	12,253,000	7%
Charges for Services	88,885	-		13,597	-	
Interest Income	8,783	-		41,171	-	
Interfund Transfers				956,470	-	
Revenue Total	757,876	7,645,000	10%	1,823,582	12,253,000	15%
Expenses						
Capital Outlay	1,931,959	9,705,000	20%	1,143,407	16,455,000	7%
Services and Supplies	828,077	-		906,104	-	
Salary and Benefits	463,091	696,766	66%	-	-	
Miscellaneous				91,150	-	
Expenses Total	3,223,127	10,401,766	31%	2,140,661	16,455,000	13%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
416 CROWN CONSTRUCTION FUND						
Re venue						
Other Revenue	2,200,000	1,000,000	220%	600,000	1,000,000	60%
Intergovernmental Revenue	1,000,000	-				
Interest Income	8,026	-		33,081	-	
Re venue Total	3,208,026	1,000,000	321%	633,081	1,000,000	63%
Expenses						
Capital Outlay	170,527	1,000,000	17%	110,681	800,000	14%
Services and Supplies	6,309	-		17,790	-	
Interfund Transfers	-	637,500	0%	600,000	900,000	67%
Expenses Total	176,836	1,637,500	11%	728,471	1,700,000	43%
417 CROWN COMMUNITY CTR MAINTENANCE						
Re venue						
Interfund Transfers	116,664	175,000	67%	116,667	175,000	67%
Re venue Total	116,664	175,000	67%	116,667	175,000	67%
Expenses						
Capital Outlay				34,951	-	
Expenses Total				34,951	-	
420 SPECIAL ASSESSMENT FUND						
Re venue						
Other Taxes	61,250	125,000	49%	163,642	125,000	131%
Interest Income	11,600	30,000	39%	19,484	30,000	65%
Re venue Total	72,850	155,000	47%	183,126	155,000	118%
Expenses						
Interfund Transfers	326,216	489,314	67%	309,959	464,938	67%
Services and Supplies	40	-		40	-	
Capital Outlay	-	500,000	0%	21,782	650,000	3%
Expenses Total	326,256	989,314	33%	331,781	1,114,938	30%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
505 PARKING SYSTEM FUND						
Revenue						
Charges for Services	5,169,836	10,133,725	51%	5,733,959	8,873,975	65%
Other Revenue	253,985	1,404,700	18%	207,397	486,700	43%
Interest Income	14,480	20,000	72%	21,971	20,000	110%
Licenses, Permits and Fees	150	-		375	-	
Intergovernmental Revenue				1,533,333	2,300,000	67%
Revenue Total	5,438,451	11,558,425	47%	7,497,035	11,680,675	64%
Expenses						
Services and Supplies	2,371,454	4,484,316	53%	2,580,087	4,550,316	57%
Interfund Transfers	2,088,256	3,132,390	67%	2,098,680	3,132,390	67%
Salary and Benefits	970,854	1,435,962	68%	888,426	1,637,273	54%
Insurance and Other Chargebacks	234,336	351,502	67%	234,335	351,502	67%
Capital Outlay	119,308	1,750,000	7%	599,353	2,025,000	30%
Debt Service	28,215	47,164	60%	18,950	72,900	26%
Miscellaneous	-	50,000	0%	7,835	50,000	16%
Expenses Total	5,812,423	11,251,334	52%	6,427,665	11,819,381	54%
510 WATER FUND						
Revenue						
Charges for Services	13,302,915	23,006,700	58%	14,639,147	23,443,200	62%
Other Revenue	422,188	19,629,150	2%	3,350,776	29,834,150	11%
Licenses, Permits and Fees	47,825	50,000	96%	42,630	50,000	85%
Interest Income	33,014	70,000	47%	85,735	70,000	122%
Revenue Total	13,805,942	42,755,850	32%	18,118,287	53,397,350	34%
Expenses						
Salary and Benefits	3,823,082	5,927,918	64%	3,673,705	6,004,605	61%
Interfund Transfers	2,819,712	4,229,559	67%	3,930,629	4,229,559	93%
Services and Supplies	1,793,425	4,793,710	37%	1,870,151	5,347,760	35%
Debt Service	1,245,620	2,318,294	54%	1,290,240	3,596,365	36%
Insurance and Other Chargebacks	1,037,787	1,539,653	67%	1,067,770	1,585,843	67%
Miscellaneous	8,580	15,000	57%	227,562	15,000	1517%
Contingencies	-	1,000	0%	-	1,000	0%
Capital Outlay	-	24,200	0%	200,482	164,400	122%
Expenses Total	10,728,207	18,849,334	57%	12,260,539	20,944,532	59%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
513 WATER DEPR IMPRV & EXTENSION FUND						
Expenses						
Capital Outlay	4,295,281	24,068,000	18%	9,801,320	33,036,000	30%
Services and Supplies	173,550	1,500,000	12%	643,784	3,465,000	19%
Interfund Transfers				(1,110,923)	-	
Expenses Total	4,468,831	25,568,000	17%	9,334,182	36,501,000	26%
515 SEWER FUND						
Re venue						
Charges for Services	6,447,235	10,375,408	62%	6,229,974	10,113,594	62%
Interest Income	2,637	25,000	11%	7,948	25,000	32%
Other Revenue	(1,036)	2,001,000	0%	-	2,001,000	0%
Re venue Total	6,448,836	12,401,408	52%	6,237,922	12,139,594	51%
Expenses						
Debt Service	3,161,904	5,195,191	61%	2,104,638	3,772,691	56%
Salary and Bene fits	873,382	1,425,266	61%	861,375	1,383,914	62%
Interfund Transfers	570,256	855,375	67%	580,776	871,164	67%
Services and Supplies	419,856	1,484,650	28%	626,681	1,471,800	43%
Insurance and Other Chargebacks	221,504	332,255	67%	234,793	352,190	67%
Capital Outlay	117,444	3,343,000	4%	-	3,538,100	0%
Miscellaneous	500	1,500	33%	51,755	1,500	3450%
Expenses Total	5,364,846	12,637,237	42%	4,460,019	11,391,359	39%
520 SOLID WASTE FUND						
Re venue						
Charges for Services	2,711,813	4,516,450	60%	2,959,807	4,516,450	66%
Property Taxes	650,000	1,332,500	49%	666,250	1,332,500	50%
Licenses, Permits and Fees	150,765	297,000	51%	196,945	297,000	66%
Other Revenue	101,037	122,000	83%	180,804	122,000	148%
Re venue Total	3,613,615	6,267,950	58%	4,003,807	6,267,950	64%
Expenses						
Services and Supplies	2,060,841	3,778,926	55%	2,115,959	3,786,776	56%
Salary and Benefits	941,612	1,405,702	67%	989,425	1,492,909	66%
Capital Outlay	298,081	505,000	59%	156,534	525,000	30%
Interfund Transfers	201,336	302,000	67%	657,803	302,000	218%
Miscellaneous	7,409	10,000	74%	8,790	15,000	59%
Expenses Total	3,509,280	6,001,628	58%	3,928,511	6,121,685	64%

Funds	2021 Actual YTD	2021 Budget	% of Budget	2022 Actual YTD	2022 Budget	% of Budget
600 FLEET SERVICES FUND						
Revenue						
Charges for Services	2,071,624	3,127,440	66%	2,071,627	3,127,440	66%
Other Revenue	2,720	69,000	4%	15,102	69,000	22%
Interest Income	-	1,000	0%	-	1,000	0%
Revenue Total	2,074,344	3,197,440	65%	2,086,729	3,197,440	65%
Expenses						
Services and Supplies	1,045,166	2,034,507	51%	1,432,050	2,034,507	70%
Salary and Benefits	738,684	1,148,166	64%	789,524	1,276,621	62%
Capital Outlay	19,924	-				
Insurance and Other Chargebacks	17,589	-		900	-	
Expenses Total	1,821,364	3,182,673	57%	2,222,474	3,311,128	67%
601 EQUIPMENT REPLACEMENT FUND						
Revenue						
Charges for Services	149,912	224,885	67%	149,923	224,885	67%
Other Revenue	147,093	1,060,217	14%	859,574	960,217	90%
Interest Income	160	-		42	-	
Intergovernmental Revenue				1,066,667	1,600,000	67%
Revenue Total	297,165	1,285,102	23%	2,076,206	2,785,102	75%
Expenses						
Capital Outlay	977,096	1,600,000	61%	2,224,358	2,750,000	81%
Services and Supplies	70	-		6	-	
Debt Service				8,188	-	
Expenses Total	977,166	1,600,000	61%	2,232,552	2,750,000	81%
605 INSURANCE FUND						
Revenue						
Other Revenue	6,715,465	10,402,039	65%	6,831,715	11,248,243	61%
Insurance	6,053,661	8,890,677	68%	5,980,109	8,827,914	68%
Workers Compensation and Liability	978,489	1,475,000	66%	525,449	825,000	64%
Charges for Services	830	-		16,447	-	
Revenue Total	13,748,446	20,767,716	66%	13,353,720	20,901,157	64%
Expenses						
Insurance and Other Chargebacks	10,551,756	16,641,267	63%	10,942,203	16,957,400	65%
Services and Supplies	1,425,148	2,914,200	49%	1,937,643	2,994,200	65%
Salary and Benefits	409,008	662,620	62%	72,687	4,751	1530%
Expenses Total	12,385,912	20,218,087	61%	12,952,532	19,956,351	65%



Memorandum

To: Luke Stowe, City Manager

From: Anil Khatkhate, ADA/CIP Project Manager

Cc: Edgar Cano, Public Works Agency Director
Lara Biggs, Capital Planning Bureau Chief/City Engineer
Stefanie Levine, Senior Project Manager

Subject: Gutter and Downspout System Repairs at the Lorraine H. Morton Civic Center (LHMCC), Change Order No. 1

Date: September 28, 2022

Recommended Action:

Staff recommends the approval of Change Order No.1 to a contract with Garland/DBS, Inc. (3800 East 91st Street, Cleveland, OH.) for the Gutter and Downspout System Repairs at the Lorraine H. Morton Civic Center (LHMCC) in the amount of \$49,115. This change order will increase the contract amount from \$100,341.50 to \$149,456.50 and will extend the contract completion date from July 31, 2022 to November 15, 2022.

Funding Source:

Funding will be provided from the 2022 Capital Improvement Fund General Obligation Bond line item for Facilities Contingency (Account 415.40.4122.65515 – 621016) . This item has an FY 2022 budget of \$600,000 of which \$336,904 is remaining.

Summary:

In April of 2022, staff identified portions of the east façade's face brick had bowed away from the structural wall and were in danger of failure. This issue was inspected by consultants Mcguire Iglesias and Associates (MIA), and Wiss, Janney, Elstner Associates, Inc. (WJE) and a repair solution was developed. Garland was then contracted to repair this brick area on May 9, 2022 through a change order to an earlier contract (Contract 1).

On June 13, 2022, the City Council approved a second contract (Contract 2) with Garland to repair portions of the Civic Center's gutters and downspouts. The work on Contract 2 is complete.

On August 10, 2022, Garland started to perform the brick repairs included in Contract 1 and immediately notified the City that there were concerns including additional sections of bowed wall and a lack of lateral support for limestone headers above the brick slated

for removal and reinstallation. As a result of these unforeseen conditions, MIA and WJE were again brought out to the site to review the situation. On September 16, 2022, MIA and WJE submitted a report detailing additional work required to repair the newly identified bowed brick areas and to shore the inadequately supported limestone headers.

Garland has since priced this additional work and staff is now requesting approval to add these services to Garland's Contract 2. Staff is requesting use of Contract 2 as adding this change order to Contract 1 would exceed 50% of that contract's original value. Staff further requests that this change order be approved immediately, rather than waiting for approval at the next City Council meeting, in order to allow the work to proceed before weather conditions deteriorate which could potentially delay the work until the spring of 2023. Staff therefore recommends approval of Change Order 1 to Garland's Contract 2.

Attachments:

Change order request
WJE report

Approved by

Luke Stowe

Luke Stowe, City Manager



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



CHANGE ORDER REQUEST #~~3~~ 1

DATE: 9/22/2022

TO: City of Evanston

PROJECT: Civic Center

OMNIA Project Number: 25-IL-220630

DESCRIPTION: Additional Work – Masonry

We are requesting a change in the Contract as stated below due to the following changes to the work scope.

- Install Shoring, strap anchors and shear pins per WJE recommendations
- Remove single wythe of face brick at expanded location in the report. Salvage and clean existing brick units with the intent to reinstall.
- Inspect back up masonry. Allow for back up brick replacement of 10%.
- Reinstall existing salvaged brick with SS lateral ties at 16" O.C., horizontally and vertically.
- Slush the collar joint with mortar during rebuild of outer wythe.
- Perform 3 stone crack repair at stone windowsill and window head unit as indicated.

Total labor & materials..... \$35,915.00

Extra work Recommended Action: WJE recommends consideration of including window head flashing repairs at windows where corroded steel lintels and/or damage to masonry above the window heads is observed. 2nd and 3rd floors

Total labor & materials..... \$13,200.00

Time extension until November 15, 2022



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



Change order #1 total: \$49,115.00

Sincerely,

Evan Clark

Project Manager
216-430-3690
eclark@garlandind.com

Customer: City of Evanston

Signature: _____


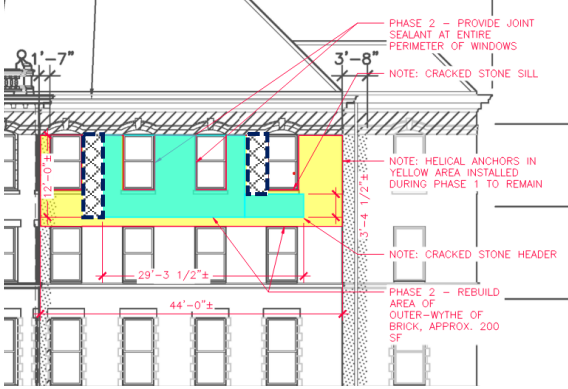
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Title: _____

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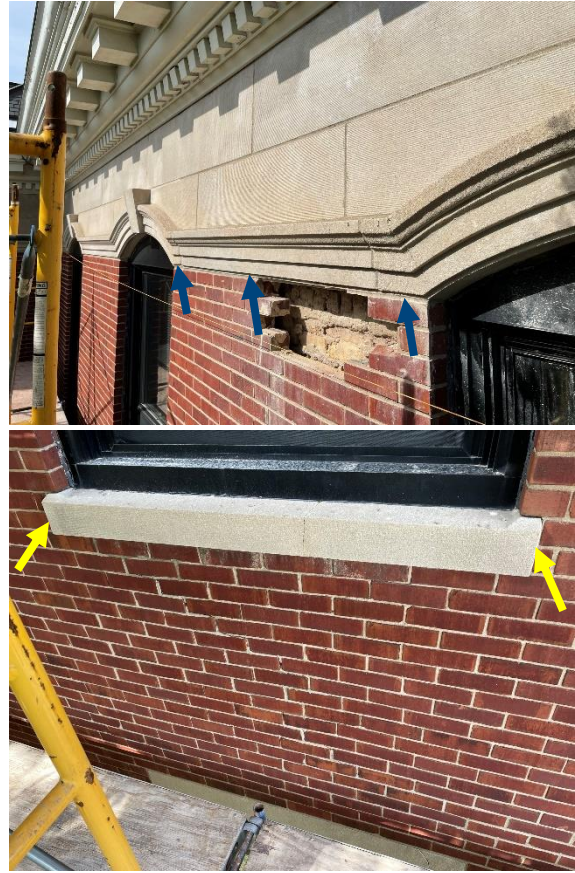
SITE VISIT REPORT No. 2 | September 2, 2022
Evanston Civic Center - Limited Water Penetration Testing
 Review Brick Masonry Rebuild Areas

REPORT DATE	September 16, 2022	WJE PROJECT NO.	2021.6730
REPORTED BY	Nate Harres	WJE PROJECT MGR.	Renaee Kwon
OWNER/ CLIENT	City of Evanston	CONTRACTOR/ PROJECT NO.	N/A
WORK IN PROGRESS	N/A	WEATHER	75°F / Sunny
PRESENT AT SITE	Nate Harres (WJE) Brian Basic (BBI)	DISTRIBUTION	

Item No.	Description	Reference Photo(s)
1.	<p>WJE reviewed the inspection opening that was created by Basic Brothers, Inc. (BBI) at the top of the east elevation exterior wall below the upper limestone band. BBI removed the outer wythe of brick masonry directly below the limestone to allow WJE to review the condition of the backup and discuss a temporary shoring approach for the rebuild. BBI was present during the site visit. In general, the outer wythe of brick masonry is bowed outward at the three wall areas between windows identified for rebuild in the current scope of work. There is no indication of header brick units or metal ties and the collar joint is approximately 2 inches wide. The brick masonry backup visible within the inspection opening is generally sound with some voids noted at mortar joints between brick units. The 4-inch deep limestone units above the brick masonry bear directly on the masonry with no backspan into the backup observed.</p> <p>BBI used a plumb line to measure the outward displacement of the brick masonry along the overall wall within the work area and determined that the displacement extends from the jamb of the two outer windows (within the repair area). The sketch indicating the rebuild areas (bottom photo) only includes rebuild of partial sections of the masonry walls between the two end windows. WJE and BBI agreed that rebuild should be extended to include the full wall at these areas (bottom photo, black dashed outline with cross hatch).</p> <p><i>Recommended Action:</i> WJE recommends the rebuild area be extended to include all masonry wall areas between 4th floor windows within the work area.</p>	 

2. WJE and BBI discussed the rebuild sequencing and BBI communicated the following approach.
 - Install temporary shoring posts at the two center windows to support the limestone arch units that are to be set on the limestone sills below.
 - Install helical anchors at the adjacent wall areas (yellow shaded area shown in photo above) to remain at 16 in. by 16 in. minimum spacing.
 - Install temporary shoring at the rebuild areas to support the middle limestone unit and ends of the limestone arches that bears directly on the brick masonry veneer below (blue arrows).
 - Dismantle and rebuild the brick masonry wall areas full height at each of the three sections. Each wall area will be rebuilt prior to starting disassembly at the next. Rebuild will include installation of salvaged brick units toothed in with existing masonry and stainless steel lateral ties. New bricks should be installed intermittently to minimize the appearance. Install stainless steel strap anchors at the ends of the limestone sills (yellow arrows) attached to masonry backup after the brick veneer is removed at these areas.

Recommended Action: WJE does not have an issue with the preliminary rebuild sequencing provided by BBI during the site visit.



3. WJE and BBI discussed options for providing temporary shoring for the limestone units above the rebuild areas. WJE recommended that BBI consider installation of shear pins through the mortar bed joints below the limestone units as an initial approach for temporarily supporting the limestone prior to removing the brick masonry below. This would include drilling holes through the bed joints and into the masonry backup and installation of 1/2-inch diameter stainless steel threaded rods set in screen tubes with epoxy. The shear pins should have 6-inch minimum embedment into sound masonry backup and should be spaced at 12 in. on-center at a minimum. Note that this approach relies on anchor engagement with the masonry backup. If consolidation of the backup and embedment is poor, BBI may need to consider supplemental or alternate shoring options that may include installation of structural steel angles across the limestone.

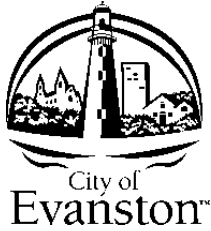
Recommended Action: WJE recommends that BBI install mockup shear pins as indicated in this report and notify WJE if the backup is in poor condition and/or if the anchor embedment is unreliable.



4. WJE reviewed the brick masonry walls at the base of the rebuild areas and at isolated areas below the current work area. Step cracking in the brick masonry above the north 3rd floor window was observed that extended from the north end of the limestone header up to the displaced wall areas above. The cracking is likely related to wall displacement at the 4th floor level; however, we also observed corrosion of the steel lintel that supports the limestone window head. Similar corrosion of exposed steel lintels was observed at all 3rd floor window heads. We also observed patched spalls and cracks in the limestone headers and adjacent brick masonry at 1st and 2nd floor windows, which is similarly due to corrosion of embedded steel lintels. To our knowledge, there is no work included below the 4th floor rebuild areas.

Recommended Action: WJE recommends consideration of including window head flashing repairs at windows where corroded steel lintels and/or damage to masonry above the window heads is observed.





Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: September 30, 2022

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 (224) 296-4489 or ewilliams@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, September 22, 2022 - September 28, 2022

Backlog (business days received until reviewed): 11

Volume (number of cases pending staff review): 8

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	710 Clark Street	D3	Building Permit	New 10-story mixed-use office/laboratory building with below grade parking	08/02/22	pending additional information and revisions from the applicant, DAPR
1	720 Clark Street	D2	Building Permit	Interior remodel	08/17/22	revisions submitted, pending staff review
2	1127 Dewey Avenue	R3	Building Permit	New 2-story ADU	02/27/22	non-compliant, pending revisions from the applicant
2	1404 Fowler Avenue	R2	Building Permit	Patio, shed, pergolas, remove and replace walks	04/03/22	non-compliant, pending revisions from the applicant
2	1516 Florence Avenue	R3	Building Permit	Paver patio and pergola	06/07/22	pending additional information and revisions from the applicant
2	2125 Madison Place	R2	Building Permit	1-story addition	06/30/22	non-compliant, major variation application from the applicant
2	2315 Dempster Street	R5	Building Permit	Deck	08/25/22	pending additional information from the applicant
2	1326 Hartrey Avenue	R4	Building Permit	Asphalt driveway	09/08/22	pending additional information from the applicant
2	1704 Maple Avenue	RP	Zoning Analysis	Zoning verification letter	09/27/22	pending staff review
3	1032 Michigan Avenue	R1	Building Permit	Remove portion of walk, new stone patio	06/29/22	non-compliant, pending variation application
3	819 Judson Avenue	R5	Building Permit	New 9-unit multi-family dwelling	07/08/22	non-compliant, pending revisions from the applicant
3	550 Sheridan Square	R5	Building Permit	Interior renovation of 6-story multi-family dwelling	08/27/22	pending additional information from the applicant
3	924 Sheridan Road	R1	Building Permit	Deck	09/21/22	pending additional information
3	1242 Judson Avenue	R1	Building Permit	Interior remodel	09/27/22	pending staff review
4	207 Asbury Avenue	R1	Building Permit	Entryway addition	04/25/22	pending additional information from the applicant
4	1322 Greenwood Street	R1	Building Permit	2-story addition and interior remodel	05/16/22	pending revisions from the applicant
4	1104 Greenwood Street	R1	Building Permit	Remove and replace pavers, stoop/staircase, add landing and seat wall	08/27/22	pending additional information from the applicant
5	2046 Dodge Avenue	R3	Building Permit	Addition	09/28/21	non-compliant, pending revisions 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	Shed	11/01/21	non-compliant, pending revisions from the applicant
5	1701 Simpson Street	B1	Building Permit	First and 2nd story addition to existing commercial building	12/20/21	non-compliant, pending revisions from the applicant

5	1805-1815 Church Street	B2/oWE	Zoning Analysis	Construct 2 story religious institution for Mt. Pisgah and 44 DU multifamily building (primarily affordable)	01/25/22	non-compliant; pending revisions from the applicant
5	1717 Simpson Street	B1	Building Permit	Repair existing parking lot	03/27/22	pending additional information and revisions from the applicant
5	2201 Dewey Avenue	MXE	Building Permit	Remove brick paver walk, install concrete parking pad	05/20/22	pending additional information from the applicant
5	2012 Maple Avenue	R4a	Building Permit	Garage	06/09/22	non-compliant, pending appeal application of Zoning Administrator's determination on a minor variation application for building lot coverage variation
5	2216 Foster Street	R3	Building Permit	Concrete parking pad	06/25/22	pending additional information from the applicant
5	2216 Foster Street	R3	Building Permit	Pergola	06/30/22	pending additional information from the applicant
5	2100 Emerson Street	R3	Building Permit	Gut remodel, remodel coach house	08/04/22	non-compliant, pending revisions or minor variation application from the applicant
5	1819 Hovland Court	R3	Building Permit	Parking pad and driveway	08/27/22	pending additional information from the applicant
5	1920 Asbury Avenue	R5	Building Permit	Rebuild porch	09/22/22	pending staff review
6	2417 Thayer Street	R1	Building Permit	Patio	04/02/22	pending revisions from the applicant
6	2314 Ridgeway Avenue	R1	Building Permit	Rear stoop and steps to alley	05/06/22	pending additional information from the applicant
6	2634 Lawndale Avenue	R1	Building Permit	Garage	06/10/22	non-compliant, pending revisions from the applicant
6	2404 Hastings Avenue	R1	Building Permit	Garage	08/11/22	non-compliant, pending minor variation application from the applicant
6	3700 Glenview Road	R1	Building Permit	Concrete slabs	08/17/22	pending additional information from the applicant
6	2600 Thayer Street	R1	Building Permit	Patio	08/27/22	pending additional information/revisions from the applicant
6	3331 Dartmouth Place	R2	Building Permit	Extend landing and stairs	08/31/22	non-compliant, pending revisions from the applicant
6	2435 Cowper Avenue	R1	Building Permit	2.5-story addition, deck, and 2-story 3-car garage/coach house	09/27/22	pending staff review
6	3127 Thayer Street	R1	Building Permit	2-story addition	09/27/22	pending staff review
7	2333 Ridge Avenue	R1	Building Permit	Garage, 14x20	11/17/21	non-compliant, pending minor variation application
7	2631 Prairie Avenue	R4	Building Permit	New attached garage, addition, and interior remodel	01/28/22	pending additional information from the applicant
7	2635 Eastwood Avenue	R1	Building Permit	Detached garage, 20x22	03/25/22	pending revisions from the applicant
7	2300 Grey Avenue	R1	Building Permit	Garage	05/10/22	pending revisions from the applicant
7	1219 Noyes Street	R1	Building Permit	Shed	05/26/22	pending additional information from the applicant

7	1130 Colfax Street	R1	Building Permit	Kitchen remodel, convert garage to sitting room, deck	06/14/22	non-compliant, pending revisions from the applicant
7	2889 Sheridan Place	R1	Building Permit	New single-family home	06/17/22	pending additional information from the applicant
7	2202 Hartrey Avenue	R1	Building Permit	Paver patio	07/09/22	pending additional information/revisions from the applicant
7	1914 Colfax Street	R3	Building Permit	1-story coach house	07/19/22	non-compliant, pending revisions from the applicant
7	2704 Bryant Avenue	R1	Building Permit	Addition	08/11/22	pending additional information from the applicant
7	1121 Colfax Street	R1	Building Permit	Patio and walk	08/11/22	pending additional information from the applicant
7	2215 Grant Street	R1	Building Permit	ADU	09/01/22	non-compliant, pending revisions from the applicant
7	2242 Ridge Avenue	R1	Building Permit	Remove portion of driveway, install permeable pavers	09/08/22	pending additional information from the applicant
7	2759 Girard Avenue	R1	Building Permit	Flagstone patio and seat wall	09/12/22	non-compliant, pending revisions and additional information from the applicant
7	2129 Pioneer Road	R1	Building Permit	Shed	09/13/22	pending staff review
7	814 Roslyn Place	R1	Building Permit	Shed	09/22/22	pending staff review
7	2877 Sheridan Place	R1	Building Permit	Replace asphalt driveway with unlock block	09/22/22	pending staff review
8	2105 Dobson Street	R2	Building Permit	3-season room addition	06/24/22	non-compliant, pending revisions and additional information from the applicant
8	1314 Brummel Street	R4	Building Permit	Concrete pad	07/28/22	pending additional information from the applicant
8	713 Case Street	R5	Building Permit	Patio	08/09/22	non-compliant, pending revisions from the applicant
8	321 Howard Street	B3	Building Permit	Interior remodel (Howard Grocery)	08/28/22	pending special use application submittal from the applicant
9	1210 South Boulevard	R2	Zoning Analysis	Construct 2-car garage on off-site parcel	03/17/22	pending additional information from the applicant
9	1705 Oakton Street	R3	Building Permit	Gazebo over patio	04/20/22	non-compliant, pending revisions from the applicant
9	2224 Cleveland Street	I1	Building Permit	Pave over gravel parking lot	06/15/22	pending additional information from the applicant
9	822 Wesley Avenue	R3	Building Permit	Install 12 antennas and cabinets	06/21/22	non-compliant, pending revisions from the applicant
9	1126 Madison Street	R1	Building Permit	2-car garage	06/23/22	non-compliant, pending revisions from the applicant
9	512 Sherman Avenue	R1	Building Permit	Garage, screened-in porch, and patio	07/27/22	pending revisions per minor variation approval
9	1120 Washington Street	R3	Zoning Analysis	New playground with fence (Pope John XIII School)	09/06/22	pending additional information from the applicant
9	1429 Oakton Street	R2	Building Permit	Add dormer at 3rd story, relocate rear exterior stair, interior remodel of existing 2-family dwelling	09/06/22	non-compliant, pending revisions from the applicant

9	1206 Cleveland Street	R2	Building Permit	Concrete pad	09/08/22	pending additional information from the applicant
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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	1621-31 Chicago Avenue	D4	Planned Development	New 18-story mixed-use building with 180 dwelling units, 6,759 sf of ground floor retail, and 37 parking spaces	03/18/22	pending P&D
1	2333 Ridge Avenue	R1	Minor Variation	Building lot and impervious surface coverage for a new garage	08/11/22	pending revised minor variation application based on revised site plan
4	620 Grove Street	D2	Special Use	Special Use for a convenience store	07/25/22	pending DAPR, LUC
4	1453 Maple Avenue	R6	Major Variation	Major variation for number of dwelling units, rear yard setback, and number of required parking spaces for adaptive re-use of the building to convert the building to residential (Masonic Temple)	09/06/22	pending DAPR, LUC
4	1012-1016 Church Street	D3	Planned Development	Major Adjustment to an approved planned development to revise the building elevation design and materials, Northlight Theatre, Planned Development approved by Ordinance 114-O-19	09/22/22	pending DAPR 10/11/22, LUC 10/26/22
4	1566 Oak Street	R6	Special Use	Special Use for a Rooming House (Connections for the Homeless, Margarita Inn)	09/28/22	pending DAPR, LUC
5	2044 Wesley Avenue	R4/R5/oWE	Planned Development	New construction of 19 townhomes, a 12-unit multi-family dwelling, new private driveway/alley to access townhomes, new pedestrian path connecting Green Bay Road, Wesley and Jackson Avenues, removal of railroad infrastructure and environmental clean-up of site	02/03/22	pending LUC 10/12/22
5	2012 Maple Avenue	R4a	Appeal of Zoning Administrator's Determination	Appeal of a minor variation application denial for building lot coverage variation for a 2-car detached garage	09/20/22	pending LUC 10/26/22
6	3434 Central Street	R2	Planned Development	New 2-story, 24,916 sf building for a Daycare center - Child (Kensington School)	02/10/22	pending additional details from the applicant, LUC
6	3026 Thayer Street	R1	Minor Variation	Setback to heat pump (a/c equipment)	08/09/22	determination after 09/28/22
6	3331 Dartmouth Place	R2	Appeal of Zoning Administrator's Determination	Appeal of partially denied fence variation to allow a 6' solid fence within site triangle	08/31/22	pending LUC 10/12/22
6	2435 Cowper Avenue	R1	Minor Variation	Building lot coverage for an addition and a 3-car detached garage with ADU	09/09/22	pending additional information from the applicant
6	3101 Central Street	R4a/oCS	Major Variation	Major variation to remove condition of previous variation approval that limits ownership to the current family only	09/20/22	pending DAPR 10/04/22, LUC 10/26/22
8	2310 Oakton Street	OS	Planned Development	New 1-story, 8,600 sf building and 16 parking spaces for a new animal shelter (City of Evanston)	03/23/22	pending LUC 10/12/22
8	321 Howard Street	B3	Special Use	Special Use for a convenience store	09/16/22	pending DAPR 10/04/22, LUC 10/12/22

9	1733 Oakton Street	R2	Minor Variation	Interior side yard setback for a 2nd story addition	09/12/22	determination after 10/06/22
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Memorandum

To: Luke Stowe, City Manager

From: Angelique Schnur, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: September 30, 2022

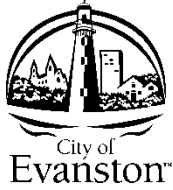
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

Please contact me at 847-448-8035 or aschnur@cityofevanston.org if you have any questions or need additional information.

Cases Received, September 30, 2022

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	Construction fencing and site remain in good condition. Staff will continue to monitor the property.	9/29/2022
	1012 Church	Northlight Theater	The site is clean and open with no construction fence.	9/29/2022
2	2030 Greenwood	Multi-Family Building	The site and construction fence are in good order. Interior MEP are underway.	9/29/2022
4	718 Main	Mixed Use Residential/Retail	The construction fence and site are in good shape. Sheet pilings are being driven in and will likely cause some vibration.	9/29/2022
8	100 Chicago Avenue (Gateway)	Mixed-Use Retail/Residential	Site and construction fence are in good order. Exterior scaffolding is in place around on the South and East elevations.	9/29/2022



Memorandum

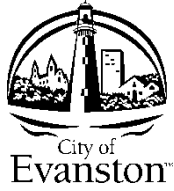
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: September 30, 2022

Ward	Property Address	Business Name	Date Received	Current Status
4	625 Davis St	Le Tour	9/21/2022	Building Permit Issued – Pending Inspections
2	1160 Dodge Ave	Buffalo Wild Wings Go	8/11/2022	Pending Building Permit Issuance
5	1608 Emerson St	Fat Zee's	8/11/2022	Change of Ownership – Pending Inspections
1	812 Church St	Hokkaido Ramen and Sushi Bar	7/26/2022	Building Permit Issued – Pending Inspections
4	950 Church St	Big Wig Tacos	7/22/2022	Pending Building Permit Issuance
2	1715 Maple Ave	AMC Evanston 12	7/21/2022	Pending Building Permit Issuance
2	1715 Maple Ave	Sky Zone/Circus Trix	7/13/2022	Pending Building Permit Issuance
1	720 Clark St	Mas Salud	7/7/2022	Pending Building Permit Issuance
4	1500 Sherman Ave	Good Wolf	06/22/2022	Pending Building Permit Issuance
5	1831 Emerson St	La Michoacana	5/01/2022	Pending Building Permit Issuance
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Building Permit Issued – Pending Inspections
1	724 Clark St	Shinto Ramen	11/19/2021	Inspections Completed – Pending CO
2	1813 Dempster St	Zentli	8/27/2020	Building Permit Issued – Pending Inspections
8	633 Howard St	Estacion	2/4/2020	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: September 30, 2022

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

Please contact me at (847) 866-2937 or liquorlicense@cityofevanston.org if you have any questions or need additional information.



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING SEPTEMBER 30, 2022

Join Evanston, Lincolnshire, Lincolnwood, Palatine, West Dundee and Wheeling at the next NWMC Surplus Vehicle and Equipment Auction

As we've been reporting for weeks, the next NWMC Surplus Vehicle & Equipment Auction will be held on Tuesday, October 18 at noon at America's Auto Auction in Crestwood. Thank you to Carol Stream, *Evanston, Lincolnshire, Lincolnwood, Palatine, West Dundee*, Willowbrook and *Wilmette* for signing up and please note that there is still plenty of time to register vehicles and equipment for sale. For additional information, please contact staff or Berry Ellis, 312-371-5993 or berry.ellis@americasautoauction.com. *Staff contact: Ellen Dayan*

Transportation Committee Discusses CMAP Local Contributions, IJA

On Thursday, the NWMC Transportation Committee met and learned more about how the Chicago Metropolitan Agency for Planning (CMAP) uses municipal contributions to leverage federal transportation funding. CMAP Principal for Outreach and Communications Jane Grover explained how local contributions help fund \$200 million annually in federal construction funds, the eleven regional planning liaisons, regional initiatives as well as valuable planning, data and analysis to partner agencies. She also described CMAP's role with the Infrastructure Investment and Jobs Act (IIJA) including coordinating access to new competitive programs and implementing new policies required by the act. For additional questions, please contact Jane, jgrover@cmap.illinois.gov, or Tim McMahon, tmcmahon@cmap.illinois.gov. *Staff contacts: Kendra Johnson, Eric Czarnota*

Call for CMAP Technical Assistance and RTA Community Planning Projects Opens

The Chicago Metropolitan Agency for Planning (CMAP) and Regional Transportation Authority (RTA), have opened the annual call for communities to apply for technical assistance. CMAP's Technical Assistance and the RTA's Community Planning programs offer targeted services that can assist communities with planning and implementation, providing them with interagency expertise that can build capacity and better leverage the region's transit networks. To learn more about the offerings available through the 2022 Call for Projects, visit the project pages for [CMAP](#) and the [RTA](#).

Applications will be accepted until noon on Friday, October 14. For questions regarding the CMAP Technical Assistance program, please contact Jonathan Burch, jburch@cmap.illinois.gov. For the RTA Community Planning program, please contact Michael Horsting, horstingm@rtachicago.org. *Staff contacts: Kendra Johnson, Eric Czarnota*

Participate in the Remaining Salt Smart Collaborative Deicing Workshops

As previously reported, the Salt Smart Collaborative is hosting a series of virtual workshops to help municipal and public works personnel implement Best Management Practices (BMPs) to reduce the amount of salt used in snow fighting operations and to address National Pollutant Discharge Elimination System (NPDES) Permit Requirements. All workshops will be held virtually from 8:00 a.m. to 12:00 p.m. on several different days to accommodate schedules, with the same information offered each session. Two tracks are available: Public Roads (October 5, 6 and 12) and Parking Lots & Sidewalks (October 11). Registration is \$50 per session. If multiple staff attend on the same day, only one registration fee needs to be paid and the meeting links can be shared amongst staff. For more information, please visit the [Salt Smart Collaborative website](#). *Staff contacts: Kendra Johnson, Eric Czarnota*

Prevent Tragedy on the Tracks 2022

On Thursday, October 20, from 8:00 a.m. to noon, the DuPage Railroad Safety Council will host a virtual rail safety summit entitled "Prevent Tragedy on the Tracks 2022". Federal Railroad Administrator Amit Bose will serve as the keynote speaker, followed by panel discussions entitled "Technology to the Rescue", "A Behavioral Crisis" and "Community Success Stories in Rail Safety." *Barrington Village President Karen Darch* will moderate the

community success stories panel discussion. For more information and to register, please visit www.dupagerailsafety.org. Staff contacts: Kendra Johnson, Eric Czarnota

MWRD Opens Grant Program Applications

The Metropolitan Water Reclamation District of Greater Chicago (MWRD) has opened the application period for the [Stormwater Partnership Program](#) & [Voluntary Flood Prone Property Acquisition Program](#). The Stormwater Partnership Program will provide technical assistance for conceptual projects and partnership funding for design and shovel-ready projects. The Voluntary Flood Prone Property Acquisition Program will provide funding support for acquisition of flood-prone properties. New this year, a pre-application is required for consideration. MWRD will host an informational webinar for interested applicants on Tuesday, October 11 at 2:00 p.m. For more information, please visit [MWRD's website](#) or contact Holly Sauter, sauterh@mwrld.org. Staff contact: Kendra Johnson

Meetings and Events

NWMC Local Government Communicators Committee will meet on Wednesday, October 5 at 1:00 p.m. via videoconference.

NWMC Finance Committee will meet on Wednesday, October 12 at noon via videoconference.

NWMC Board of Directors will meet on Wednesday, October 12 at 7:00 p.m. via videoconference.

NWMC Bicycle and Pedestrian Committee will meet on Tuesday, October 18 at 10:30 a.m. at the NWMC office and via videoconference.

NWMC Legislative Committee will meet on Wednesday, October 19 at 8:30 a.m. via videoconference.

NWMC Staff

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Chris Staron	Policy Analyst	cstaron@nwmc-cog.org

Phone: 847-296-9200

www.nwmc-cog.org