



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: March 31, 2023

STAFF REPORTS BY DEPARTMENT

Weekly Report for March 27, 2023 – March 31, 2023

City Manager's Office

Weekly Bids Advertised
February 2023 Monthly Financial Report

Community Development

Weekly Zoning Report
Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing

**STANDING COMMITTEES OF THE COUNCIL &
MAYORAL APPOINTED BOARDS, COMMISSIONS & COMMITTEES**

Monday, April 3, 2023

5:00pm: [Rules Committee - CANCELED](#)

Tuesday, April 4, 2023

No Meetings

Wednesday, April 5, 2023

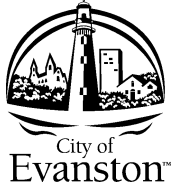
6:30pm: [Citizen Police Review Commission](#)

Thursday, April 6, 2023

No Meetings

Friday, April 7, 2023

No Meetings



Memorandum

To: Luke Stowe, City Manager

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

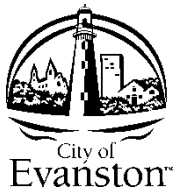
Subject: Bids/RFPs/RFQs Advertised during the Week March 27, 2023

Date: March 31, 2023

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 March 27, 2023

Bid/RFP/RFQ Number/Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Main Library Boiler Upgrade	Library	Work on this project includes: The Evanston Main Library is a 125,000 sq/ft facility located in downtown Evanston. This facility went online in 1994 and is in need of a heating boiler/boiler system upgrade. This upgrade will also make a major contribution toward the City of Evanston's Climate Action and Resilience Plan 2025 (CARP). The bid attachments lists the scope of work, job specifications, and design documents.	\$950,000	04/25	TBD



Memorandum

To: Luke Stowe, City Manager
 From: Hitesh Desai, CFO/City Treasurer
 Subject: February 2023 Monthly Financial Report
 Date: March 31, 2023

Note that these are unaudited numbers and are subject to change through the audit process. Please find attached the unaudited financial statements as of February 28, 2023. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

City of Evanston Cash & Investment Summary by Fund February 28, 2023

Fund #	Fund	Revenue	Expense	Net	Fund Balance	Cash Balance
100	General	16,027,785	16,542,616	(514,831)	57,283,913	52,797,768
170	American Rescue Plan	221,707	179,130	42,577	14,648,101	31,434,928
175	General Assistance	17,843	162,363	(144,520)	829,405	829,405
176	Human Services	23,446	295,313	(271,868)	2,792,194	2,792,194
177	Reparations	304,692	41,700	262,992	511,527	511,527
178	Sustainability	54,833	17	54,817	506,077	439,409
180	Good Neighbor	3,144	75,033	(71,889)	661,524	661,524
185	Library	169,805	1,095,232	(925,427)	3,162,512	3,017,445
186	Library Debt Service	-	-	-	2,782	2,782
187	Library Capital Improvement FD	-	110,880	(110,880)	593,509	593,509
200	MFT	584,578	103,527	481,050	5,911,138	5,682,049
205	E911	124,205	151,734	(27,530)	1,575,104	1,209,515
210	Special Service Area (SSA) #9	213,727	-	213,727	7,052	7,052
215	CDBG	-	77,217	(77,217)	(17,894)	(99,253)
220	CD Loan	8,356	-	8,356	387,606	392,128
235	Neighborhood Improvement	96	1	95	22,390	22,381
240	Home	4,776	7,034	(2,258)	4,595	4,595
250	Affordable Housing	51,340	9,855	41,485	2,643,848	2,792,082
320	Debt Service	545,924	(244)	546,168	2,520,484	2,378,858
330	Howard Ridge	20,287	199,235	(178,948)	2,016,387	2,016,387
335	West Evanston	46,502	12,504	33,997	2,486,913	2,465,905
340	Dempster-Dodge-TIF	2,218	29,081	(26,863)	346,149	346,149
345	Chicago Main-TIF	10,026	48,406	(38,380)	1,654,407	1,654,407
350	Special Service Area (SSA) #6	2,226	-	2,226	5,813	227,675
355	Special Service Area (SSA) #7	3,799	-	3,799	12,874	12,874
360	Special Service Area (SSA) #8	1,390	-	1,390	4,704	4,704
365	Five-Fifth TIF	-	-	-	(135,901)	(135,901)
415	Capital Improvements	57,925	105,311	(47,386)	1,848,609	9,162,219
416	Crown Construction	42,290	157,510	(115,220)	5,190,111	5,190,111
417	Crown Community CTR Maintenance	29,166	-	29,166	519,211	519,211
420	Special Assessment	89,106	75,902	13,204	1,456,056	1,456,056
505	Parking	1,237,750	1,423,616	(185,866)	(361,393)	687,311
510-513	Water	5,974,955	2,196,227	3,778,728	2,113,534	6,661,504
515	Sewer	1,113,817	666,007	447,810	8,648,921	5,617,193
520	Solid Waste	647,199	794,721	(147,521)	1,638,634	1,019,236
600	Fleet	540,738	454,619	86,119	390,603	(1,110,971)
601	Equipment Replacement	130,038	41	129,997	2,313,914	1,084,349
605	Insurance	3,631,391	4,109,871	(478,481)	(5,582,112)	(2,806,399)

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 February 28, 2023. 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.

Top General Fund Revenues YTD						
Revenue	2019 YTD	2020 YTD	2021 YTD	2022 YTD	2023 YTD	2023 Budget
SALES TAX - BASIC	1,500,000	1,370,690	1,509,000	1,576,000	1,833,333	11,000,000
STATE INCOME TAX	1,165,504	1,224,504	1,410,409	1,902,237	1,830,218	11,500,000
RECREATION PROGRAM FEES	1,035,691	1,141,732	484,682	1,361,182	1,543,944	5,371,375
SALES TAX - HOME RULE	893,000	905,042	1,049,000	1,103,000	1,333,333	8,000,000
BUILDING PERMITS	429,051	533,260	1,066,765	702,636	912,133	4,225,100
LIQUOR TAX	297,268	550,599	486,973	584,711	643,390	3,000,000
NATURAL GAS UTILITY TAX	276,001	243,083	254,280	426,727	628,495	1,400,000
ELECTRIC UTILITY TAX	516,406	510,668	498,830	776,780	493,589	2,900,000
TICKET FINES-PARKING	547,455	458,819	366,909	579,135	490,017	3,000,000
GEMT SERVICE REVENUE			134,231	408,483	480,072	2,000,000
PARKING TAX	357,066	551,589	385,166	507,247	464,740	2,600,000
STATE USE TAX	269,000	258,250	398,000	411,000	441,667	2,650,000

State income tax has shown growth over the years due to salary increases that happened last year. The tight labor market and high inflation environment contributed to these increases in income. While significant layoffs have been announced in late 2022 and 2023 by a number of companies, new unemployment claims have not risen, so those being laid off appear to be finding new positions quickly. Income tax has remained consistent with February 2022 YTD

Like income tax, sales tax growth has increased over the years due to higher inflation. At the end of the 4th quarter in 2022, inflation rate fell to 6.5%, down from 7.1% in November. Sales Tax YTD is in line with the 2023 budget.

Natural Gas Utility Tax has been on the rise because of higher natural gas prices.

The GEMT Service Revenue is a voluntary program that allows for the reimbursement of a portion of uncompensated costs for Medicaid ambulance services. The City started collecting GEMT payments in 2021 and has seen an increase in payments and estimates it will collect two million by the end of the year.

The unaudited financial statements show the General Fund as of February 28, 2023, with a fund balance of \$57,283,913 and cash balance of \$52,283,913. The attached financials show General Fund revenues at 13% of budget and expenses at 13% of budget. Revenues are slightly behind target for February because the City has not received a significant portion of property tax revenues in 2023, which account for a large source of General Fund revenues.

General Fund Expenses by Category

General Fund	2022 YTD Actual	2022 Budget	% of Budget	2023 YTD Actual	2023 Budget	% of Budget
Expenses						
Salary and Benefits	11,475,085	74,503,722	15%	11,926,691	75,558,278	16%
Insurance and Other Chargebacks	3,922,038	24,383,062	16%	2,834,753	28,934,436	10%
Services and Supplies	937,960	15,131,213	6%	970,894	16,965,457	6%
Interfund Transfers	432,500	2,595,000	17%	741,248	4,248,750	17%
Miscellaneous	40,961	590,390	7%	53,072	617,822	9%
Community Sponsored Organizations	8,053	434,500	2%	15,692	694,500	2%
Capital Outlay	-	183,500	0%	266	598,372	0%
Contingencies	-	69,600	0%	-	120,000	0%
Expenses Total	16,816,596	117,890,987	14%	16,542,616	127,737,614	13%

Salary and Benefits are on budget through February. The budget planned for a 4.5% increase for all employees and included a 4% reduction to account for city-wide vacancies. In January, the City reached an agreement with the Police Department that has resulted in an 18% increase for Police Officer salaries and 8% increase to Sergeant salaries in 2023. Contracts with Fire and AFSCME employees are still being finalized that will also likely result in wage increases higher than budgeted levels.

Through February 28, 2023, Police spent 14% of budget for overtime, and Fire spent 15% of the annual budget.

Overtime Expenses	2022 Actual	2023 Budget	2023 YTD	% Budget
Police	\$1,570,628	\$ 1,566,349	\$226,360	14%
Fire	\$950,226	\$ 959,956	\$144,603	15%

Enterprise Funds

Parking Fund revenues through February 28, 2023, are at 12% of budget and expenses are at 13%.

Through February 28, 2023, overall the Water Fund operating revenues and expenses are in line with the budget. Capital projects funded by IEPA loans have begun. These projects are budgeted in Other Revenue and expenses in Capital Outlay. One concern is the fact that 2023 GO Bonds have not been issued for projects planned in this fund. These projects have been drawing on the existing fund balance until these bonds are issued.

Through February 28, 2023, the Sewer & Solid Waste Funds operating revenues and expenses came in below budget.

Other Funds

Through February 28, 2023, the SSA #9 Fund is showing a fund and cash balance of \$7,052. There was a February 2023 transfer from the General Fund to SSA #9 in the amount of \$206,750.

Through February 28, 2023, the Capital Improvements Fund is showing a fund balance of \$1,848,609 and a cash balance of \$9,162,219. The fund continues to spend down Series 2021 and Series 2020 bond proceeds. The fund saw a significant decrease in fund balance due to the booking of expenses for projects that have been completed, but invoices not received from IDOT as well as deferred issuance of 2022 and 2023 GO Bonds.


Through February 28, 2023, the Crown Construction fund is showing fund and cash balance of \$5,190,111. The fund continues to spend down balances from bond proceeds and gifts from the Friends of Robert Crown.

Through February 28, 2023, the Insurance Fund is showing a negative fund balance of \$5,582,112 and a negative cash balance of \$2,806,399. 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 February 28, 2023 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
100 GENERAL FUND						
Revenue						
Other Taxes	9,299,258	51,925,000	18%	9,257,498	56,570,000	16%
Property Taxes	5,278,401	28,774,164	18%	307,772	29,047,402	1%
Charges for Services	2,180,197	8,491,325	26%	2,088,745	8,785,075	24%
Other Revenue	1,825,786	2,118,100	86%	185,826	11,254,054	2%
Intergovernmental Revenue	1,509,633	5,961,342	25%	686,123	3,116,184	22%
Interfund Transfers	1,462,618	8,775,706	17%	1,288,990	7,733,949	17%
Licenses, Permits and Fees	1,314,529	8,085,550	16%	1,457,916	7,543,450	19%
Fines and Forfeitures	638,321	3,723,500	17%	512,439	3,632,500	14%
Interest Income	5,320	55,000	10%	242,475	55,000	441%
Revenue Total	23,514,062	117,909,687	20%	16,027,785	127,737,614	13%
Expenses						
13 CITY COUNCIL	87,063	579,384	15%	84,881	658,324	13%
14 CITY CLERK	28,237	343,573	8%	50,274	360,108	14%
15 CITY MANAGER'S OFFICE	745,871	6,232,882	12%	1,021,340	8,143,075	13%
17 LAW	109,220	970,341	11%	126,281	988,558	13%
19 ADMINISTRATIVE SERVICES	1,198,416	11,449,183	10%	1,250,686	12,537,670	10%
21 COMMUNITY DEVELOPMENT	426,960	4,488,317	10%	506,730	4,183,421	12%
22 POLICE	6,439,525	29,280,598	22%	5,069,989	29,214,097	17%
23 FIRE MGMT & SUPPORT	4,271,820	16,823,272	25%	2,901,196	18,689,924	16%
24 HEALTH	274,898	1,453,836	19%	261,139	1,413,058	18%
30 PARKS AND RECREATION	1,075,582	12,101,740	9%	1,184,656	12,751,313	9%
40 PUBLIC WORKS AGENCY	2,159,005	13,444,799	16%	1,898,372	13,708,631	14%
99 NON-DEPARTMENTAL	-	20,723,062	0%	2,187,071	25,089,436	9%
Expenses Total	16,816,596	117,890,987	14%	16,542,616	127,737,614	13%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
170 AMERICAN RESCUE PLAN						
Revenue						
Interest Income	2,953	-		221,707	-	
Intergovernmental Revenue	-	21,586,827	0%			
Revenue Total	2,953	21,586,827	0%	221,707	-	
Expenses						
Interfund Transfers	1,358,333	8,150,000	17%	-	2,600,000	0%
Salary and Benefits				6,880	-	
Insurance and Other Chargebacks				-	850,000	0%
Services and Supplies	-	-		10,014	-	
Capital Outlay				38,041	800,000	5%
Miscellaneous	-	22,250,000	0%	124,194	18,500,000	1%
Expenses Total	1,358,333	30,400,000	4%	179,130	22,750,000	1%
175 GENERAL ASSISTANCE FUND						
Revenue						
Property Taxes	211,459	1,300,000	16%	12,463	1,300,000	1%
Other Revenue	25,713	27,500	94%	-	27,500	0%
Interest Income	224	1,000	22%	5,380	1,000	538%
Revenue Total	237,395	1,328,500	18%	17,843	1,328,500	1%
Expenses						
Services and Supplies	89,861	864,482	10%	83,357	864,482	10%
Salary and Benefits	72,815	469,871	15%	77,506	469,278	17%
Contingencies				-	19,460	0%
Miscellaneous	-	7,000	0%	1,500	7,000	21%
Expenses Total	162,676	1,341,353	12%	162,363	1,360,220	12%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
176 HUMAN SERVICES FUND						
Revenue						
Intergovernmental Revenue	52,477	194,000	27%	10,030	114,000	9%
Interest Income	606	-		5,416	-	
Property Taxes	-	3,110,000	0%	-	3,110,000	0%
Other Revenue	-	2,000	0%	8,000	2,000	400%
Revenue Total	53,083	3,306,000	2%	23,446	3,226,000	1%
Expenses						
Salary and Benefits	217,780	1,705,820	13%	276,104	2,296,809	12%
Community Sponsored Organizations	26,700	143,333	19%	-	60,000	0%
Services and Supplies	18,997	1,761,183	1%	3,014	1,804,973	0%
Miscellaneous	13,384	258,000	5%	16,195	213,000	8%
Contingencies				-	76,476	0%
Expenses Total	276,861	3,868,336	7%	295,313	4,451,258	7%
177 REPARATIONS FUND						
Revenue						
Other Revenue	2,775	-		432	-	
Interest Income	87	-		1,938	-	
Other Taxes	-	400,000	0%	302,322	3,400,000	9%
Revenue Total	2,862	400,000	1%	304,692	3,400,000	9%
Expenses						
Services and Supplies	424	-		374	-	
Miscellaneous	-	400,000	0%	41,327	3,400,000	1%
Expenses Total	424	400,000	0%	41,700	3,400,000	1%
178 SUSTAINABILITY FUND						
Revenue						
Interest Income				1,576	-	
Licenses, Permits and Fees				86,592	500,000	17%
Interfund Transfers				(33,334)	700,000	-5%
Revenue Total				54,833	1,200,000	5%
Expenses						
Services and Supplies				17	546,000	0%
Salary and Benefits				-	256,893	0%
Expenses Total				17	802,893	0%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
180 GOOD NEIGHBOR FUND						
Revenue						
Interest Income	223	-		3,144	-	
Revenue Total	223	-		3,144	-	
Expenses						
Services and Supplies	93	-		33	-	
Miscellaneous	-	1,000,000	0%			
Capital Outlay				75,000	-	
Interfund Transfers	-	-		-	85,000	0%
Expenses Total	93	1,000,000	0%	75,033	85,000	88%
185 LIBRARY FUND						
Revenue						
Property Taxes	1,168,917	7,252,000	16%	67,638	7,535,472	1%
Library Revenue	11,376	174,800	7%	15,277	155,394	10%
Intergovernmental Revenue	9,212	472,866	2%	13,550	209,866	6%
Other Revenue	5,560	410,000	1%	47,619	405,000	12%
Interest Income	916	15,000	6%	25,664	21,600	119%
Charges for Services	35	-		58	400	14%
Interfund Transfers	-	217,911	0%	-	250,000	0%
Licenses, Permits and Fees	-	115,767	0%			
Revenue Total	1,196,016	8,658,344	14%	169,805	8,577,732	2%
Expenses						
Salary and Benefits	690,762	6,132,692	11%	843,173	6,116,078	14%
Services and Supplies	136,662	2,136,767	6%	201,173	2,247,673	9%
Interfund Transfers	63,276	379,653	17%	50,886	305,325	17%
Miscellaneous	27,492	-				
Capital Outlay	-	8,500	0%	-	1,500	0%
Contingencies				-	277,466	0%
Expenses Total	918,191	8,657,612	11%	1,095,232	8,948,042	12%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
186 LIBRARY DEBT SERVICE FUND						
Revenue						
Property Taxes	-	506,625	0%	-	507,913	0%
Revenue Total	-	506,625	0%	-	507,913	0%
Expenses						
Debt Service	-	506,625	0%	-	507,913	0%
Expenses Total	-	506,625	0%	-	507,913	0%
187 LIBRARY CAPITAL IMPROVEMENT FD						
Revenue						
Other Revenue	-	480,000	0%	-	950,000	0%
Revenue Total	-	480,000	0%	-	950,000	0%
Expenses						
Capital Outlay	-	680,000	0%	110,880	950,000	12%
Expenses Total	-	680,000	0%	110,880	950,000	12%
200 MOTOR FUEL TAX FUND						
Revenue						
Intergovernmental Revenue	530,367	3,656,700	15%	549,273	2,700,000	20%
Interest Income	1,214	12,000	10%	35,305	12,000	294%
Revenue Total	531,582	3,668,700	14%	584,578	2,712,000	22%
Expenses						
Interfund Transfers	174,165	1,044,987	17%			
Services and Supplies	129,055	1,038,000	12%	103,527	1,038,000	10%
Capital Outlay	-	3,261,000	0%	-	2,778,600	0%
Salary and Benefits				-	325,000	0%
Expenses Total	303,219	5,343,987	6%	103,527	4,141,600	2%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
205 EMERGENCY TELEPHONE (E911) FUND						
Revenue						
Other Taxes	239,161	1,400,000	17%	119,735	1,400,000	9%
Interest Income	244	7,000	3%	4,469	7,000	64%
Revenue Total	239,405	1,407,000	17%	124,205	1,407,000	9%
Expenses						
Salary and Benefits	115,505	768,616	15%	97,081	726,389	13%
Services and Supplies	36,883	393,700	9%	36,464	355,000	10%
Capital Outlay	23,650	450,000	5%	-	450,000	0%
Interfund Transfers	15,000	90,000	17%	15,000	90,000	17%
Insurance and Other Chargebacks	3,038	18,230	17%	3,190	19,142	17%
Contingencies	-	-	-	-	31,669	0%
Expenses Total	194,077	1,720,546	11%	151,734	1,672,200	9%
210 SPECIAL SERVICE AREA (SSA) #9						
Revenue						
Property Taxes	75,952	595,000	13%	6,689	595,000	1%
Interest Income	-	-	-	289	-	-
Interfund Transfers	-	-	-	206,750	206,750	100%
Revenue Total	75,952	595,000	13%	213,727	801,750	27%
Expenses						
Services and Supplies	-	575,000	0%	-	575,000	0%
Expenses Total	-	575,000	0%	-	575,000	0%
215 CDBG FUND						
Revenue						
Interest Income	6	-	-	-	-	-
Intergovernmental Revenue	-	3,684,820	0%	-	3,629,000	0%
Revenue Total	6	3,684,820	0%	-	3,629,000	0%
Expenses						
Salary and Benefits	57,411	589,422	10%	64,929	676,384	10%
Services and Supplies	1,861	506,200	0%	3,720	307,200	1%
Miscellaneous	42	2,515,000	0%	1,721	2,576,376	0%
Community Sponsored Organizations	-	75,000	0%	-	75,000	0%
Capital Outlay	-	-	-	6,847	-	-
Contingencies	-	-	-	-	26,075	0%
Expenses Total	59,314	3,685,622	2%	77,217	3,661,035	2%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
220 CDBG LOAN FUND						
Revenue						
Other Revenue	50,931	100,000	51%	4,311	100,000	4%
Interest Income	112	-		4,046	-	
Revenue Total	51,043	100,000	51%	8,356	100,000	8%
Expenses						
Services and Supplies	-	175,000	0%	-	325,000	0%
Expenses Total	-	175,000	0%	-	325,000	0%
235 NEIGHBORHOOD IMPROVEMENT						
Revenue						
Interest Income	5	-		96	-	
Revenue Total	5	-		96	-	
Expenses						
Services and Supplies	2	-		1	-	
Expenses Total	2	-		1	-	
240 HOME FUND						
Revenue						
Other Revenue	250	25,000	1%	4,564	25,000	18%
Interest Income	12	150	8%	212	150	141%
Intergovernmental Revenue	-	540,453	0%	-	650,000	0%
Revenue Total	262	565,603	0%	4,776	675,150	1%
Expenses						
Salary and Benefits	9,771	70,681	14%	6,434	65,798	10%
Services and Supplies	600	500,565	0%	600	582,266	0%
Contingencies	-	-		-	4,774	0%
Miscellaneous	-	500	0%	-	2,000	0%
Expenses Total	10,372	571,746	2%	7,034	654,838	1%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
250 AFFORDABLE HOUSING FUND						
Revenue						
Other Revenue	31,250	140,600	22%	32,083	130,600	25%
Interest Income	808	5,700	14%	19,257	4,500	428%
Other Taxes	-	75,000	0%	-	50,000	0%
Intergovernmental Revenue	-	658,000	0%	-	145,000	0%
Revenue Total	32,058	879,300	4%	51,340	330,100	16%
Expenses						
Salary and Benefits	27,678	180,075	15%	9,255	130,126	7%
Miscellaneous	1,812	67,500	3%	590	53,500	1%
Services and Supplies	10	2,065,050	0%	10	1,565,000	0%
Community Sponsored Organizations	-	166,000	0%	-	166,000	0%
Capital Outlay	-	10,000	0%	-	-	-
Insurance and Other Chargebacks	-	17,000	0%	-	12,000	0%
Expenses Total	29,500	2,505,625	1%	9,855	1,926,626	1%
320 DEBT SERVICE FUND						
Revenue						
Property Taxes	2,370,037	13,436,256	18%	133,120	12,878,258	1%
Interfund Transfers	377,840	2,267,041	17%	386,496	2,918,969	13%
Interest Income	1,277	1,500	85%	26,308	10,000	263%
Other Revenue	-	-	-	-	-	-
Revenue Total	2,749,153	15,704,797	18%	545,924	15,807,227	3%
Expenses						
Miscellaneous	7,109	-	-	(251)	-	-
Services and Supplies	-	-	-	7	6,600	0%
Debt Service	-	15,690,075	0%	-	15,797,123	0%
Expenses Total	7,109	15,690,075	0%	(244)	15,803,723	0%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
330 HOWARD-RIDGE TIF FUND						
Revenue						
Property Taxes	40,376	1,100,000	4%	1,426	1,100,000	0%
Other Revenue	7,894	5,366	147%	7,000	5,000	140%
Interest Income	622	400	155%	11,861	10,000	119%
Revenue Total	48,892	1,105,766	4%	20,287	1,115,000	2%
Expenses						
Interfund Transfers	66,352	398,113	17%	65,986	395,913	17%
Services and Supplies	2	265,000	0%	882	250,000	0%
Capital Outlay	-	785,000	0%	10,000	785,000	1%
Miscellaneous				122,367	-	
Expenses Total	66,354	1,448,113	5%	199,235	1,430,913	14%
335 WEST EVANSTON TIF FUND						
Revenue						
Property Taxes	228,014	1,450,000	16%	32,090	1,450,000	2%
Interest Income	268	4,000	7%	14,412	5,000	288%
Other Revenue	-	11,000	0%	-	10,000	0%
Revenue Total	228,282	1,465,000	16%	46,502	1,465,000	3%
Expenses						
Interfund Transfers	12,500	75,000	17%	12,500	75,000	17%
Services and Supplies	1,670	5,000	33%	4	5,000	0%
Capital Outlay	-	1,765,000	0%	-	3,660,000	0%
Miscellaneous	-	200,000	0%	-	200,000	0%
Expenses Total	14,170	2,045,000	1%	12,504	3,940,000	0%
340 DEMPSTER-DODGE TIF FUND						
Revenue						
Interest Income	27	-		2,218	1,000	222%
Property Taxes	-	160,000	0%	-	180,000	0%
Revenue Total	27	160,000	0%	2,218	181,000	1%
Expenses						
Interfund Transfers	28,639	171,833	17%	29,080	174,483	17%
Services and Supplies	1	2,000	0%	1	2,000	0%
Expenses Total	28,640	173,833	16%	29,081	176,483	16%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
345 CHICAGO-MAIN TIF						
Revenue						
Property Taxes	95,166	1,000,000	10%	891	1,000,000	0%
Interest Income	79	-		9,135	2,500	365%
Other Revenue				-	1,880,000	0%
Revenue Total	95,244	1,000,000	10%	10,026	2,882,500	0%
Expenses						
Interfund Transfers	44,127	264,763	17%	45,226	271,355	17%
Services and Supplies	2	5,000	0%	3	5,000	0%
Capital Outlay	-	1,090,000	0%	3,178	2,469,000	0%
Miscellaneous	-	250,000	0%	-	250,000	0%
Expenses Total	44,129	1,609,763	3%	48,406	2,995,355	2%
350 SPECIAL SERVICE AREA (SSA) #6						
Revenue						
Property Taxes	27,471	221,000	12%	968	221,000	0%
Interest Income	0	-		1,258	250	503%
Revenue Total	27,471	221,000	12%	2,226	221,250	1%
Expenses						
Services and Supplies	0	221,000	0%	-	220,000	0%
Expenses Total	0	221,000	0%	-	220,000	0%
355 SPECIAL SERVICE AREA (SSA) #7						
Revenue						
Property Taxes	24,284	142,000	17%	3,362	142,000	2%
Interest Income	6	-		438	200	219%
Revenue Total	24,290	142,000	17%	3,799	142,200	3%
Expenses						
Services and Supplies	0	140,000	0%	-	140,000	0%
Expenses Total	0	140,000	0%	-	140,000	0%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
360 SPECIAL SERVICE AREA (SSA) #8						
Revenue						
Property Taxes	11,455	60,200	19%	1,215	60,200	2%
Interest Income	-	-		175	-	
Revenue Total	11,455	60,200	19%	1,390	60,200	2%
Expenses						
Services and Supplies	-	60,200	0%	-	60,200	0%
Expenses Total	-	60,200	0%	-	60,200	0%
365 FIVE FIFTH TIF FUND						
Expenses						
Services and Supplies				-	100,000	0%
Expenses Total				-	100,000	0%
415 CAPITAL IMPROVEMENTS FUND						
Revenue						
Other Revenue	72,853	12,253,000	1%	24,745	17,350,000	0%
Interest Income	3,863	-		33,180	-	
Intergovernmental Revenue				-	4,592,500	0%
Charges for Services	-	-				
Interfund Transfers				-	85,000	0%
Revenue Total	76,716	12,253,000	1%	57,925	22,027,500	0%
Expenses						
Miscellaneous	21,415	-		4,157	-	
Services and Supplies	6,545	-		38,062	-	
Capital Outlay	17	16,455,000	0%	63,092	22,492,500	0%
Salary and Benefits	-	-				
Expenses Total	27,977	16,455,000	0%	105,311	22,492,500	0%

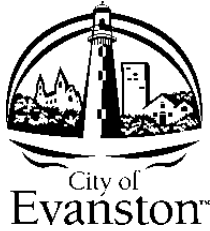
Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
416 CROWN CONSTRUCTION FUND						
Revenue						
Interest Income	2,092	-		42,290	10,000	423%
Other Revenue	-	1,000,000	0%	-	1,000,000	0%
Revenue Total	2,092	1,000,000	0%	42,290	1,010,000	4%
Expenses						
Interfund Transfers	150,000	900,000	17%	157,500	945,000	17%
Services and Supplies	10	-		10	-	
Capital Outlay	-	800,000	0%	-	200,000	0%
Expenses Total	150,010	1,700,000	9%	157,510	1,145,000	14%
417 CROWN COMMUNITY CTR MAINTENANCE						
Revenue						
Interfund Transfers	29,167	175,000	17%	29,166	175,000	17%
Revenue Total	29,167	175,000	17%	29,166	175,000	17%
Expenses						
Capital Outlay	-	-		-	175,000	0%
Expenses Total	-	-		-	175,000	0%
420 SPECIAL ASSESSMENT FUND						
Revenue						
Other Taxes	45,289	125,000	36%	78,004	125,000	62%
Interest Income	4,585	30,000	15%	11,103	30,000	37%
Revenue Total	49,874	155,000	32%	89,106	155,000	57%
Expenses						
Interfund Transfers	77,490	464,938	17%	75,892	455,360	17%
Services and Supplies	10	-		10	-	
Capital Outlay	-	650,000	0%	-	375,000	0%
Expenses Total	77,500	1,114,938	7%	75,902	830,360	9%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
505 PARKING SYSTEM FUND						
Revenue						
Charges for Services	1,024,077	8,873,975	12%	1,167,817	8,308,975	14%
Intergovernmental Revenue	383,333	2,300,000	17%	-	1,100,000	0%
Other Revenue	36,192	486,700	7%	60,393	486,700	12%
Interest Income	905	20,000	5%	9,539	20,000	48%
Revenue Total	1,444,508	11,680,675	12%	1,237,750	9,915,675	12%
Expenses						
Interfund Transfers	522,065	3,132,390	17%	522,064	3,132,390	17%
Services and Supplies	498,985	4,550,316	11%	618,893	4,340,316	14%
Salary and Benefits	216,147	1,637,273	13%	221,244	1,649,107	13%
Insurance and Other Chargebacks	58,584	351,502	17%	61,512	369,077	17%
Miscellaneous	2,741	50,000	5%	(97)	50,000	0%
Contingencies	-	-	-	-	67,432	0%
Capital Outlay	-	2,025,000	0%	-	1,600,000	0%
Debt Service	-	72,900	0%	-	76,150	0%
Expenses Total	1,298,522	11,819,381	11%	1,423,616	11,284,472	13%
510 WATER FUND						
Revenue						
Charges for Services	3,141,956	23,443,200	13%	3,145,683	24,378,734	13%
Interest Income	20,845	70,000	30%	48,835	70,000	70%
Licenses, Permits and Fees	7,927	50,000	16%	-	50,000	0%
Other Revenue	93	29,834,150	0%	2,780,437	51,039,150	5%
Revenue Total	3,170,820	53,397,350	6%	5,974,955	75,537,884	8%
Expenses						
Interfund Transfers	1,815,849	4,229,559	43%	704,928	4,229,559	17%
Salary and Benefits	913,583	6,004,605	15%	901,267	6,835,566	13%
Insurance and Other Chargebacks	264,307	1,585,843	17%	277,808	1,665,135	17%
Services and Supplies	200,375	5,347,760	4%	273,782	5,908,008	5%
Miscellaneous	68,604	15,000	457%	(953)	15,000	-6%
Capital Outlay	-	164,400	0%	-	388,400	0%
Contingencies	-	1,000	0%	-	275,576	0%
Debt Service	-	3,596,365	0%	-	4,072,486	0%
Expenses Total	3,262,718	20,944,532	16%	2,156,832	23,389,730	9%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
513 WATER DEPR IMPRV & EXTENSION FUND						
Expenses						
Services and Supplies	34,100	3,465,000	1%	16,895	11,700	144%
Capital Outlay	-	33,036,000	0%	22,500	57,780,500	0%
Interfund Transfers	(1,110,923)	-				
Expenses Total	(1,076,823)	36,501,000	-3%	39,395	57,792,200	0%
515 SEWER FUND						
Revenue						
Charges for Services	1,154,930	10,113,594	11%	1,104,512	10,240,424	11%
Interest Income	395	25,000	2%	9,306	25,000	37%
Other Revenue	-	2,001,000	0%	-	1,000	0%
Revenue Total	1,155,325	12,139,594	10%	1,113,817	10,266,424	11%
Expenses						
Debt Service	312,774	3,772,691	8%	312,774	3,809,232	8%
Salary and Benefits	210,184	1,383,914	15%	192,594	1,330,068	14%
Interfund Transfers	145,194	871,164	17%	147,310	883,858	17%
Insurance and Other Chargebacks	58,698	352,190	17%	61,634	369,800	17%
Miscellaneous	18,104	1,500	1207%	(640)	1,500	-43%
Services and Supplies	10,723	1,471,800	1%	(78,167)	1,750,300	-4%
Contingencies				-	56,511	0%
Capital Outlay	-	3,538,100	0%	30,502	3,050,700	1%
Expenses Total	755,677	11,391,359	7%	666,007	11,251,969	6%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
520 SOLID WASTE FUND						
Revenue						
Charges for Services	691,419	4,516,450	15%	580,221	4,669,000	12%
Other Revenue	91,991	122,000	75%	52,021	122,000	43%
Licenses, Permits and Fees	17,841	297,000	6%	14,957	389,000	4%
Property Taxes	-	1,332,500	0%	-	1,332,500	0%
Revenue Total	801,251	6,267,950	13%	647,199	6,512,500	10%
Expenses						
Services and Supplies	377,441	3,786,776	10%	509,268	3,935,115	13%
Salary and Benefits	223,617	1,492,909	15%	229,317	1,582,205	14%
Interfund Transfers	50,333	302,000	17%	53,666	322,000	17%
Capital Outlay	4,209	525,000	1%	2,200	525,000	0%
Miscellaneous	-	15,000	0%	270	15,000	2%
Contingencies	-	-	-	-	69,205	0%
Expenses Total	655,600	6,121,685	11%	794,721	6,448,525	12%
600 FLEET SERVICES FUND						
Revenue						
Charges for Services	517,907	3,127,440	17%	540,738	3,244,440	17%
Other Revenue	4,969	69,000	7%	-	69,000	0%
Interest Income	-	1,000	0%	-	1,000	0%
Revenue Total	522,876	3,197,440	16%	540,738	3,314,440	16%
Expenses						
Services and Supplies	213,162	2,034,507	10%	246,445	2,044,557	12%
Salary and Benefits	182,051	1,276,621	14%	208,174	1,364,942	15%
Insurance and Other Chargebacks	900	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Contingencies	-	-	-	-	52,480	0%
Expenses Total	396,114	3,311,128	12%	454,619	3,461,979	13%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
601 EQUIPMENT REPLACEMENT FUND						
Revenue						
Intergovernmental Revenue	266,667	1,600,000	17%	-	1,500,000	0%
Charges for Services	37,481	224,885	17%	125,814	754,885	17%
Other Revenue	-	960,217	0%	263	25,000	1%
Interest Income				3,962	-	
Revenue Total	304,147	2,785,102	11%	130,038	2,279,885	6%
Expenses						
Capital Outlay	157,493	2,750,000	6%	-	2,700,000	0%
Services and Supplies				41	-	
Expenses Total	157,493	2,750,000	6%	41	2,700,000	0%
605 INSURANCE FUND						
Revenue						
Other Revenue	1,705,298	11,248,243	15%	1,736,253	11,448,112	15%
Insurance	1,350,308	8,827,914	15%	1,512,440	9,444,453	16%
Workers Compensation and Liability	125,500	825,000	15%	382,698	862,500	44%
Charges for Services	2,387	-				
Revenue Total	3,183,493	20,901,157	15%	3,631,391	21,755,065	17%
Expenses						
Insurance and Other Chargebacks	2,599,440	16,957,400	15%	2,620,829	16,765,000	16%
Services and Supplies	1,231,848	2,994,200	41%	1,473,738	3,244,200	45%
Salary and Benefits	29,716	4,751	625%	15,304	4,287	357%
Expenses Total	3,861,004	19,956,351	19%	4,109,871	20,013,487	21%



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: March 31, 2023

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, March 23, 2023 - March 29, 2023

Backlog (business days received until reviewed): 5

Volume (number of cases pending staff review): 14

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1710 Sherman Avenue	D2	Building Permit	Interior renovation (Varsity Theater)	02/08/23	pending additional information from the applicant
1	2346 Sherman Avenue	R1	Zoning Analysis	Remove existing deck and paver walk, construct new deck	03/07/23	pending additional information from the applicant
1	1732 Sherman Avenue	D2	Building Permit	Interior remodel (Jamba Juice)	03/15/23	pending staff review, Administrative Review Use
2	1516 Florence Avenue	R3	Building Permit	Paver patio and pergola	06/07/22	pending additional information and revisions from the applicant
2	1326 Hartrey Avenue	R4	Building Permit	Asphalt driveway	09/08/22	pending additional information from the applicant
2	1623 Crain Street	R3	Building Permit	Pergola	09/29/22	non-compliant, pending revisions from the applicant
2	1504 Ashland Avenue	R3	Building Permit	Open porch and concrete patio	10/17/22	pending revisions from the applicant
2	1800 Greenwood Street	R3	Building Permit	New 3-car garage/coach house	11/21/22	non-compliant, pending revisions from the applicant
2	1806 Dempster Street	B1	Building Permit	Interior remodel of existing commercial space	11/23/22	pending submittal of a special use application from the applicant
2	1516 Dempster Street	R3	Building Permit	Additions, demolish existing garage, build new detached garage with ADU	03/10/23	non-compliant, pending revisions and/or variation application from the applicant
2	1613 Greenwood Street	R3	Building Permit	Interior remodel, renovate porches and garage	03/21/23	non-complaint, pending revisions from the applicant
2	901-921 Church Street	RP	Building Permit	Interior remodel of existing commercial space (Church Street Plaza)	03/23/23	pending staff review
2	1114 Florence Avenue	R3	Building Permit	New 2-story 2-bedroom ADU	03/27/23	pending staff review
2	1809 Crain Street	R3	Building Permit	New 2-car garage	03/27/23	pending staff review
3	1032 Michigan Avenue	R1	Building Permit	Remove portion of walk, new stone patio	06/29/22	non-compliant, pending submittal of minor variation application from the applicant
3	819 Judson Avenue	R5	Building Permit	New 9-unit multi-family dwelling	07/08/22	non-compliant, pending revisions from the applicant
3	1221 Hinman Avenue	R1	Zoning Analysis	Demolish existing roofed deck, construct new roofed deck and greenhouse	02/22/23	pending additional information from the applicant
3	1225 Forest Avenue	R1	Building Permit	Remove existing walk, expand existing rear patio	03/17/23	pending additional information from the applicant
4	901 Maple Avenue	R5	Building Permit	Rooftop canopy	10/26/22	pending additional information from the applicant, DAPR
4	1015 Dempster Street	R5	Building Permit	Patio, steppers, and bluechip area	01/30/23	pending additional information from the applicant
4	1019 Dempster Street	R5	Building Permit	Remove and replace asphalt parking lot	03/24/23	pending staff review

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	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	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 additional information from the applicant
5	819 Foster Street	R5	Building Permit	Replace a/c	10/24/22	pending additional information from the applicant
5	1820 Brown Avenue	R3	Building Permit	Install pavers and shed	10/25/22	pending additional information from the applicant
5	1740 Hovland Court	R3	Building Permit	Pavers	12/30/22	pending additional information from the applicant
5	2017 Jackson Avenue	R5	Zoning Analysis	New multiple-family building with 24 dwelling units including 2 affordable units	02/27/23	non-compliant, pending revisions and additional information from the applicant
5	1739 Brown Avenue	R3	Building Permit	New single-family detached residence	03/13/23	non-compliant, pending revisions and minor variation application from the applicant
5	2110 Darrow Avenue	R3	Building Permit	New single-family detached residence with detached garage	03/22/23	pending staff review
5	1735 Grey Avenue	R3	Building Permit	Garage	03/28/23	pending staff review
6	2417 Thayer Street	R1	Building Permit	Patio	04/02/22	pending revisions from the applicant
6	2634 Lawndale Avenue	R1	Building Permit	Garage	06/10/22	non-compliant, pending revisions from the applicant
6	3700 Glenview Road	R1	Building Permit	Concrete slabs	08/17/22	pending additional information from the applicant
6	2146 McDaniel Avenue	R1	Building Permit	Garage, 18x20	10/07/22	non-compliant, pending submittal of a minor variation application from the applicant
6	3034 Hartzell Street	R1	Building Permit	Replace existing garage	10/19/22	non-compliant, pending minor variation application from the applicant
6	806 Lincoln Street	R1	Building Permit	Shed	10/21/22	pending additional information from the applicant
6	2639 Central Park Avenue	R1	Building Permit	Install generator	11/07/22	non-compliant, pending revision from the applicant
6	2632 Gross Point Road	B1a/oCS	Building Permit	Concrete patio (Skarkis)	11/17/22	non-compliant, pending revisions from the applicant
6	2210 Forestview Road	R1	Building Permit	Interior remodel, replace 3-season room with new addition	02/03/23	pending additional information/revisions from the applicant
6	2801 Central Street	B1a/oCS	Building Permit	Replace gravel with concrete to expand driveway	02/20/23	pending additional information from the applicant
6	3605 Thayer Street	R2	Building Permit	Replace existing patio	02/22/23	pending additional information from the applicant

6	3600 Hillside Road	R2	Building Permit	Addition (internal ADU)	02/28/23	non-compliant, pending minor variation application from the applicant
6	2623 Hartzell Street	R1	Building Permit	2.5 story addition	03/02/23	pending additional information from the applicant
6	2748 Bennett Avenue	R1	Building Permit	Remove and replace steps to front stoop, paver walk	03/07/23	pending additional information from the applicant
6	2649 Crawford Avenue	R2	Zoning Analysis	1-car garage or carport	03/07/23	pending additional information/revisions from the applicant
6	2625 Elgin Road	R1	Building Permit	Detached garage	03/09/23	non-compliant, pending revisions from the applicant
6	2822 Central Street	B1a/oCS	Zoning Analysis	Dance Studio (Studio North Academy of the Performing Arts - SNAP)	03/10/23	pending additional information from the applicant
6	3440 Thayer Street	R2	Building Permit	New detached garage	03/21/23	pending additional information from the applicant
6	3039 Normandy Place	R1	Building Permit	Interior remodel, window replacement	03/22/23	pending staff review
6	2512 Hartzell Street	R1	Building Permit	New 24'x24' detached garage	03/22/23	pending additional information from the applicant
6	3522 Hillside Road	R2	Building Permit	remove and replace existing asphalt driveway	03/24/23	pending staff review
6	2311 Prospect Avenue	R1	Building Permit	Brick patio	03/28/23	pending staff review
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	2202 Hartrey Avenue	R1	Building Permit	Paver patio	07/09/22	pending additional information/revisions from the applicant
7	2129 Pioneer Road	R1	Building Permit	Shed	09/13/22	pending revisions from the applicant
7	2636 Green Bay Road	C2/oCSC, R4	Zoning Analysis	Planned Development, new 5-story multi-family dwelling with 51 dwellings, parking and 3 new 4-story townhomes along Prairie Avenue	10/18/22	pending additional information from the applicant
7	2653 Broadway Avenue	R1	Building Permit	Garage	11/09/22	pending additional information from the applicant
7	2122 Noyes street	R1	Building Permit	2nd story addition	02/17/23	non-compliant, pending minor variation from the applicant
7	12 Milburn Park	R1	Building Permit	Expand sport court, new terraces	02/21/23	pending additional information from the applicant
7	2742 Garrison Avenue	R1	Building Permit	2-story addition, demolish existing 1-car detached garage and construct new 1-car detached garage, remove patio	03/13/23	pending revisions from the applicant
7	1103 Grant Street	R1	Building Permit	Retaining wall	03/23/23	pending staff review
7	2214 Grant Street	R1	Building Permit	Mini split inverter system	03/28/23	pending staff review
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	2021 Autobarn Place, Unit C	I2	Building Permit	Interior remodel for new offices and food production (Whole and Free Foods)	11/16/22	pending revisions from the applicant

8	2102 Dobson Street	R2	Building Permit	New garage	11/21/22	non-compliant, pending revisions from the applicant
8	2201 Autobarn Place	I2	Zoning Analysis	2 signs for Autobarn Nissan	01/09/23	pending additional information 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	1224 Washington Street	R3	Building Permit	Replace brick patio with pavers	10/07/22	pending additional information and revisions from the applicant
9	732 Ridge Avenue	R2	Building Permit	Roof mounted solar panels	02/10/23	pending additional information from the applicant
9	822 South Boulevard	R1	Building Permit	Detached garage	03/07/23	pending revisions from the applicant
9	910 Monroe Street	R1	Building Permit	New porch, replace roof, install siding, and replace windows	03/21/23	pending additional information from the applicant
9	2105 Seward Street	R2	Building Permit	Replace garage	03/24/23	pending staff review
9	2017 Seward Street	R2	Building Permit	Mudroom addition, covering deck	03/29/23	pending staff review
9	1206 Cleveland Street	R2	Building Permit	7'x7' gravel pad	03/29/23	pending staff review

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

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1621 Chicago Avenue	D4	Planned Development	15-story mixed-use building with ground floor retail, 140 dwelling units, and 57 parking spaces in an enclosed parking garage	12/28/22	pending P&D, date to be determined
1	710 Church Street	D3	Special Use	Special use for a Resale Establishment	02/14/23	pending staff review
3	1243 Chicago Avenue	B1	Text Amendment, Special Use, and Major Variation	Text Amendment to add Performance Venue as a special use in the B1 district, Special Use for a Performance Venue in the B1 district, and major variation to eliminate a required loading dock (Union Pizzeria and SPACE)	01/24/23	pending City Council decision 04/10/23
4	620 Grove Street	D2	Special Use	Convenience Store	07/25/22	Pending new application from the applicant
4	1566 Oak Street	R6	Special Use	Special Use for a Rooming House (Connections for the Homeless, Margarita Inn)	09/28/22	pending LUC 04/26/23
4	1555 Oak Avenue	R6	Special Use	Special Use with use determination to LUC for an Apartment Hotel	10/18/22	pending P&D 04/24/23
5	1801-1805 Church Street	B2/oWE	Subdivision, Special Use, and Major Variation	Special Use for a religious institution, new 3-story building with off-site leased parking spaces	11/15/22	pending CC 04/10/23
5	1811-1815 Church Street	B2/oWE	Subdivision and Major Variation	New 5-story mixed-use building with ground floor retail and 44 dwelling units above, enclosed ground floor and underground parking with 46 spaces	11/15/22	pending CC 04/10/23
5	2000 Simpson Street	OS	Major Variation	Floor Area Ratio (FAR), building height, parking location, and loading in order to construct a new 3-story K-8 school with parking and athletic field (Dist. 65 5th Ward School)	03/16/23	pending DAPR 04/11/23, LUC 04/19/23

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 LUC 05/10/23
6	3034 Hartzell Street	R1	Minor Variation	Building lot coverage for a new detached garage	03/08/23	determination after 03/31/23
7	1501 Central St	U2	Text Amendment	Modification to U2 uses to allow additional concerts and community events	01/27/23	pending LUC
7	2122 Noyes Street	R1	Minor Variation	Interior side yard setback at 2nd story addition	03/22/23	determination after 04/12/23
8	100 Chicago Avenue	B3	Special Use	Special Use for Cannabis Dispensary and a Type-2 Restaurant, bakery with seating	03/07/23	pending LUC 4/12/23



To: Luke Stowe, City Manager

From: Gary Gerdes, Interim Building and Inspection Services Division Manager

Subject: Weekly Field Inspection Report

Date: March 31, 2023

Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

Please contact me at ggerdes@cityofevanston.org if you have any questions or need additional information.

Weekly Field Inspection Report

31-Mar-23

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	Construction fence and fabric are in good condition. The alleyway was open at time of inspection. Dumpster and lift equipment remain in the parking lanes. Sidewalk is properly blocked. Paint removal looks to be completed.	3/30/2023
4	1012 Church Street Northlight Theater	Assembly	No changes. Site and Northlight signage is in good condition. No construction fence at this time.	3/30/2023
2	2030 Greenwood Street	Multi-Family Building	Site is in decent condition. The construction fence is being monitored as its condition is deteriorating. Interior work continues	3/30/2023
4	718 Main Street	Mixed Use Building Residential/Retail	Construction fence is in place around the entire site. Concrete pouring has been completed for the time being. The crane is still onsite and active but has been moved further onto the property with less obstruction in the street.	3/30/2023
8	100 Chicago Avenue Gateway	Mixed Use Building Residential/Retail	Debris on the north side has been mostly removed and equipment is now being stored inside the property. Job site is in decent condition. Interior work continues.	3/30/2023
1	710 Clark Street	Office Building	Construction fence, fabric and silt fence are in good condition. Streets and alley around the project are clean and clear. Concrete trucks were staged on Orrington for concrete pour on east side of property but were not obstructing traffic.	3/30/2023
5	Emerson and Jackson Demolition Site	Residential	Fire crews have been using the structures for training exercises. A fly dumping complaint was forwarded to sanitation for pick-up. Construction fence is in good condition and all locks are in place.	3/30/2023



Memorandum

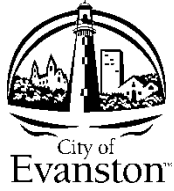
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: March 30, 2023

Ward	Property Address	Business Name	Date Received	Current Status
8	100 Chicago Ave	West Town Bakery – Evanston	3/27/2023	Pending Building Permit Issuance
1	1732 Sherman Ave	Jamba Juice	3/16/2023	Pending Building Permit Issuance
8	321 Howard St	Howard Grocery & Deli	3/9/2023	Pending Building Permit Issuance
2	1707 Maple Ave	Bitter Blossom/Evanston Games and Café	1/11/2023	Pending Building Permit Issuance
4	620 Grove St	Grove Street In and Out	12/8/2022	Pending Zoning
6	3330 Central St	Subway	11/17/2022	Change of Ownership – Pending Inspections
2	1160 Dodge Ave	Buffalo Wild Wings Go	8/11/2022	Building Permit Issued – Pending Inspections
4	950 Church St	Big Wig Tacos	7/22/2022	Building Permit Issued – Pending Inspections
2	1711 Maple Ave	Sky Zone/Circus Trix	7/13/2022	Pending Building Permit Issuance
1	720 Clark St	Mas Salud	7/7/2022	Building Permit Issued – Pending Inspections
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
8	633 Howard St	Estacion	2/4/2020	License Approved – Pending Issuance



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: March 31, 2023

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the type and description of license requested, date received and current status.

Please contact me at liquorlicense@cityofevanston.org if you have any questions or need additional information.

Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of March 31, 2023

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
4	Bitter Blossom	1707 Maple Ave. Evanston, IL 60201	D	Restaurant	11 a.m. — 1 a.m. (Mon-Thurs); 11 a.m. — 2 a.m. (Fri-Sat); 10 a.m. — 1 a.m. (Sun)	Application pending



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING MARCH 31, 2023

General Assembly Heads to Spring Break – NWMC to Publish Legislative Update Next Week

Today is the deadline for Senate Bills to advance out of that chamber. Following today's legislative activity, the General Assembly will take a two week spring break, returning to session on April 18. Because the Senate will not adjourn until later today, the Conference will publish a Legislative Update early next week to provide a full summary of this week's activity and a status report on substantive bills that met their legislative deadlines. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Enroll Today in the NWMC Employee Assistance Program

As reported last week, the Northwest Municipal Conference is again pleased to offer the opportunity to enroll in the NWMC Employee Assistance Program (EAP) to municipalities, townships, park districts and libraries. TELUS Health (formerly LifeWorks) is the current EAP provider and offers confidential, cost free referrals and assessment services twenty-four hours a day for employees and their families. Areas of assistance include dealing with issues such as substance abuse, mental health, family and marital problems, financial and legal matters.

As part of the contract renewal, TELUS Health requested an 8% inflationary increase. This represents the first requested increase since 2018, during which time TELUS Health/LifeWorks has made significant operational and service improvements. On March 15, the NWMC Board of Directors approved the contract renewal with the increase to be divided evenly between participating entities and the NWMC. Therefore, the fee will increase by 4% to \$24.44 per employee per year. The effective date of the agreement is May 1, 2023 to April 30, 2024.

If your community is not currently a member of the EAP program and would like to join or obtain additional information, please contact Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org. Enrollment information and participation forms were sent to all members on March 22. *Staff contact: Marina Durso*

Join Evanston and Lincolnwood at the NWMC Spring Auction

As a reminder, the first NWMC Surplus Vehicle & Equipment Auction is right around the corner, scheduled for noon on Tuesday, April 18, at America's Auto Auction (America's AA) in Crestwood. Thank you to *Evanston, Lincolnwood, Richton Park and Tinley Park*, who registered this week to participate in the auction. We encourage members to participate in this live and online program where hundreds of individuals come together and actively bid to own used municipal equipment. It's the best avenue for municipalities to earn the highest dollar on used equipment.

America's AA offers a wide variety of convenient services to prep your vehicles and garner the highest possible price. Please note that vehicles and equipment can be listed for disposal at the NWMC auction right up to the morning of the auction day. Sell them now to get a fresh start and please keep in mind that a portion of the proceeds helps support the operations of the organization. If you can't make the April auction, live auctions will also be held on July 18 and October 17. In addition, America's Auto Auction hosts online sales on par with other government surplus Internet auctions. For questions or additional information, please contact staff or Berry Ellis, 312-371-5993 or berry.ellis@americasautoauction.com. *Staff contact: Ellen Dayan*

US DOT Announces EV Infrastructure Grant Program

As previously reported, the U.S. Department of Transportation (USDOT) has issued a Notice of Funding Opportunity (NOFO) for the Charging and Fueling Infrastructure (CFI) Discretionary Grant Program. This round of funding makes up to \$700 million available to strategically deploy EV charging and other alternative vehicle-fueling infrastructure projects in publically accessible locations in urban and rural communities, as well as along designated Alternative Fuel Corridors (AFCs).

The CFI is divided into two distinct categories. The Community Program will provide funding to strategically deploy publicly accessible EV charging infrastructure and infrastructure for hydrogen, propane or natural gas fueling in communities. The Corridor Program will provide funding to strategically deploy publicly accessible EV charging infrastructure and hydrogen, propane, and natural gas fueling infrastructure along designated alternative fuel corridors (AFCs). A full list of eligible applicants and projects for both categories are outlined in the [NOFO](#). *Staff contact: Eric Czarnota*

Metra to Expand UP Northwest Service Beginning April 3

Metra recently announced the addition of twelve trains and other schedule changes to the Union Pacific Northwest Line's weekday service, beginning on Monday, April 3. The schedule changes are in response to ridership trends and rider feedback and will offer additional alternatives to driving on the Kennedy Expressway, which recently began a major, three year reconstruction project. Please visit <https://metra.com/newsroom/metra-expand-northwest-schedule-april-3> to view the new schedule and for additional information. *Staff contact: Eric Czarnota*

Wintrust to Host Public Sector Merchant Processing Presentation

On Wednesday, April 12 from noon to 1:00 p.m., Wintrust Government Funds will host virtual presentation entitled "A Discussion on Economic Growth, Inflation and Interest Rates." Wintrust Financial Corporation Senior Vice President and Chief Economist Venkat Veeramani will discuss "the current state of the U.S. economy and the outlook for the coming quarters. This seminar is designed to help local governments navigate inflation, economic growth and ever-changing interest rates." Please visit the [registration page](#) to RSVP and for more information. *Staff contact: Mark Fowler*

Robinson Engineering to Host Free "Prolonging the Life of Infrastructure" Program

As previously reported, NWMC staff and Robinson Engineering have collaborated on an educational opportunity for members and other local governments entitled "Prolonging the Life of Infrastructure with a Coating Maintenance Program". Here is a description provided by Robinson:

"Corrosion affects all types of steel and concrete structures, pipes, and equipment. Failure to address corrosion in its early stages can result in infrastructure loss and potential catastrophic failure. Robinson Engineering, Ltd. will present strategies to extend the useful life of all types of infrastructure with the proper surface preparation and application of protective coatings and introduce the Corrosion Illinois Network (CIN) is a nonprofit concierge service meeting the needs of community infrastructure assets including drinking water and wastewater system owners and operators. The Corrosion Illinois Network (CIN) focuses on educational programs, technical assistance, and training opportunities in corrosion prevention and mitigation."

This free presentation will be held on Wednesday, April 12, 10:00 a.m. to 11:00 a.m. at the *Hanover Park Village Hall*, 2121 W. Lake Street. Please RSVP to stacy.connelly@reltd.com. *Staff contact: Mark Fowler*

Interested in Joining SolSmart?

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

We invite you to join the [SolSmart](#) program or to "level up," if your community has already earned SolSmart designation. SolSmart is a national program that helps local governments become solar energy leaders. SolSmart provides no-cost technical assistance to help jurisdictions increase their knowledge, meet community challenges, and achieve solar energy goals.

Since 2016, hundreds of local governments across the country have achieved SolSmart designation for meeting national best practices to grow local solar energy markets. The national SolSmart program plan to bring at least 500 new local governments into the program in the coming years. As shown in the graph, Illinois currently leads the nation with 59 SolSmart designees!

The Metropolitan Mayors Caucus is a proud partner of SolSmart, which is funded by the U.S. Department of Energy Solar Energy Technologies Office. We are excited to share the program's recent announcement about a new SolSmart Platinum designation to recognize local governments with cutting-edge achievements in solar energy, in addition to SolSmart designation at the Gold, Silver, or Bronze levels.

SolSmart encourages local governments to streamline permitting requirements, review planning and zoning rules, track solar energy metrics, and work with community organizations to meet equity goals, among other actions to advance solar energy growth. As part of the federal Justice40 initiative, SolSmart is committed to ensuring that every local government is able to participate in the program, including communities that are underserved.

During the past several years, the Caucus has coached 45 communities to help them achieve SolSmart designation. Fourteen other Illinois communities received SolSmart designation independently. We congratulate the 59 SolSmart communities in Illinois! (A complete list is available on the [Caucus' SolSmart webpage](#)). We hope that our state continues to "shine" in SolSmart program designations!

Although the Caucus is no longer serving as a SolSmart Advisor, we have put together resources to help you achieve SolSmart designation on our [SolSmart Solo webpage](#).

Interested in joining the SolSmart program? Every city, town, county, and regional organization in the U.S. is eligible to join SolSmart. If you are already a SolSmart designee, we invite you to "level up" to Silver, Gold or Platinum designation! Contact SolSmart to get started today at: <https://solsmart.org/join-solmart>.

SolSmart is led by the Interstate Renewable Energy Council (IREC) and the International City/County Management Association (ICMA), along with a team of partner organizations with expertise in solar energy and local government.

Thank you, and we hope you'll consider joining the SolSmart program or leveling up. Edith may be reached at emakra@mayorscaucus.org or 630-327-4193. *Staff contact: Mark Fowler*

Meetings and Events

NWMC Executive Board will meet on Wednesday, April 5 at 8:30 a.m. via videoconference.

NWMC Board of Directors will meet on Wednesday, April 12 at 7:00 p.m. at the NWMC office and via videoconference.

NWMC Staff

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