



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: March 8, 2024

STAFF REPORTS BY DEPARTMENT

Weekly Report for March 4, 2024 – March 8, 2024

City Manager's Office

Weekly Bids Advertised
Monthly Financial Report

Community Development

Weekly Zoning Report
Weekly Inspection Report
Monthly CV/Permit Fee 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, March 11, 2024

4:30 PM: [Referrals Committee](#)

5:00 PM: [Administration & Public Works Committee](#)

5:30 PM: [Planning & Development Committee](#)

6:15 PM: [City Council](#)

Tuesday, March 12, 2024

5:00 PM: [Finance & Budget Committee](#)

Wednesday, March 13, 2024

2:30 PM: [Board of Local Improvements](#)

7:00 PM: [Land Use Commission](#)

Thursday, March 14, 2024

6:30 PM: [Evanston Environment Board](#)

7:00 PM: [Social Services Committee](#)

Friday, March 15, 2024

No meetings

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 March 4, 2024

Date: March 8, 2024

The following is a list of projects that have been advertised and the anticipated date each will be presented to the Council or Library Board.

Bids/RFPs/RFQs sent during the Week of March 4, 2024

Bid/RFP/RFQ Number/Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
30-Inch Backwash Valve Replacement	Public Works	Work on this project includes supplying all labor, machinery, tools, materials, and equipment necessary to remove and replace three (3) existing 30 inch backwash valves with new valves supplied by the City of Evanston. The City will supply the three (3) 30 inch actuating valves only. All other materials required for the installation including nuts, bolts, gaskets, and spool pipe etc. shall be supplied by the contractor. Connections to hydraulic lines and PLC's for the actuators shall be completed by the City. Valves will be installed on Filters 13, 14, and 18.	\$275,000	4/9	4/22

Environmental Equity Investigation	CMO	The City of Evanston's Sustainability & Resilience Division of the City Manager's Office is seeking proposals from experienced firms to conduct a communitywide Environmental Equity Investigation.	\$150,000	5/7	6/10
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Memorandum

To: Luke Stowe, City Manager
 From: Hitesh Desai, CFO/City Treasurer
 Subject: January 2024 Monthly Financial Report
 Date: March 8, 2024

Please find attached the unaudited financial statements as of January 31, 2024. A summary by fund for revenues, expenditures, fund, and cash balances is as follows. **The financials below are unaudited:**

City of Evanston
Cash & Investment Summary by Fund
January 31, 2024

<u>Fund #</u>	<u>Fund</u>	<u>Revenue</u>	<u>Expense</u>	<u>Net</u>	<u>Fund Balance</u>	<u>Cash Balance</u>
100	General	8,036,698	4,551,024	3,485,674	52,097,310	44,462,589
170	American Rescue Plan	163,470	631	162,839	(4,806,975)	26,760,985
175	General Assistance	6,310	61,877	(55,566)	1,219,725	1,219,866
176	Human Services	16,649	120,454	(103,805)	2,285,205	2,285,205
177	Reparations	101,392	50,105	51,287	1,605,362	1,180,362
178	Sustainability	56,172	9,625	46,547	833,847	869,180
180	Good Neighbor	690	11	679	189,004	189,003
185	Library	24,154	320,828	(296,675)	4,417,130	4,417,160
186	Library Debt Service	-	-	-	2,781	2,781
187	Library Capital Improvement FD	-	(9,920)	9,920	(478,594)	(478,594)
200	MFT	334,177	35	334,142	6,618,346	6,381,745
205	E911	4,112	51,113	(47,001)	1,519,474	1,157,792
210	Special Service Area (SSA) #9	1,410	-	1,410	14,360	338,854
215	CDBG	-	27,105	(27,105)	32,218	(153,854)
220	CD Loan	4,357	-	4,357	418,765	490,353
235	Neighborhood Improvement	84	1	82	22,954	22,954
240	Home	2,461	3,022	(560)	7,293	(13,847)
250	Affordable Housing	45,435	2,823	42,612	2,798,238	2,972,391
320	Debt Service	146,320	6,302	140,018	2,841,386	2,841,386
330	Howard Ridge	7,842	31,043	(23,201)	1,799,835	1,850,553
335	West Evanston	14,259	85,188	(70,929)	2,126,671	2,148,120
340	Dempster-Dodge-TIF	2,718	15,084	(12,366)	635,891	635,834
345	Chicago Main-TIF	9,593	23,458	(13,866)	2,244,379	2,244,322
350	Special Service Area (SSA) #6	1,368	-	1,368	17,600	328,716
355	Special Service Area (SSA) #7	327	-	327	11,408	78,519
360	Special Service Area (SSA) #8	149	-	149	6,667	35,793
365	Five-Fifth TIF	-	346	(346)	(171,295)	(40,147)
415	Capital Improvements	317,437	5,795	311,642	(6,765,257)	(275,980)
416	Crown Construction	16,146	51,598	(35,452)	4,768,655	4,768,655
417	Crown Community CTR Maintenance	14,583	-	14,583	679,624	679,624
420	Special Assessment	74,174	7,672	66,502	629,560	642,295
505	Parking	833,433	652,140	181,293	1,331,647	2,041,938
510-513	Water	1,808,299	752,224	1,056,075	823,972	(1,662,703)
515	Sewer	656,743	202,042	454,701	7,991,870	7,364,217
520	Solid Waste	310,991	99,903	211,088	1,611,022	1,865,412
600	Fleet	351,344	65,953	285,391	1,426,039	(97,488)
601	Equipment Replacement	67,532	74	67,458	3,371,896	1,466,863
605	Insurance	1,231,825	3,063,505	(1,831,680)	566,831	2,809,774

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 January 31, 2024. 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.

The FY 2023 annual audit by Sikich, LLP is being conducted from January through June with a final ACFR being issued in late June.

FY 2024 Actual Revenues (Through 01/31/2024)					
Account Description	100 GENERAL FUND	177 REPARATIONS FUND	700 FIRE PENSION FUND	705 POLICE PENSION FUND	Grand Total
STATE INCOME TAX	1,178,811	-	-	-	1,178,811
RECREATION PROGRAM FEES	445,480	-	-	-	445,480
LIQUOR TAX	349,901	-	-	-	349,901
BUILDING PERMITS	307,838	-	-	-	307,838
TICKET FINES-PARKING	273,375	-	-	-	273,375
PARKING TAX	261,834	-	-	-	261,834
TRANSPORTATION NETWORK PROVIDER TAX	222,324	-	-	-	222,324
ELECTRIC UTILITY TAX	211,315	-	-	-	211,315
AMBULANCE SERVICE	188,114	-	-	-	188,114
GEMT SERVICE REVENUE	153,383	-	-	-	153,383
NATURAL GAS UTILITY TAX	129,722	-	-	-	129,722
AMUSEMENT TAX	122,754	-	-	-	122,754
REAL ESTATE TRANSFER TAX	-	95,264	-	-	95,264

There is a three (3) months lag in some of the state distributed revenues like Sales Tax, Home Rule Sales Tax, Use Tax and Telecommunication Tax. The City will not receive the January allocations until April of 2024. The City will not receive any Property Tax revenues until March.

The unaudited financials as of January 31, 2024, show the General Fund with a fund balance of \$52,097,310 and cash balance of \$44,462,589. The attached financials show General Fund revenues at 6% and expenses at 3%.

General Fund Expenses by Category:

General Fund Expenses	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
Salary and Benefits	88,012,393	3,553,108	4%	75,748,150	5,582,977	7%
Interfund Transfers	4,887,100	372,258	8%	4,248,750	280,999	7%
Insurance and Other Chargebacks	29,518,684	337,217	1%	28,934,436	326,389	1%
Services and Supplies	19,446,153	280,998	1%	16,965,457	260,489	2%
Miscellaneous	1,545,213	7,602	0%	617,822	(82,755)	-13%
Community Sponsored Organizations	120,000	-	0%	120,000	-	0%
Contingencies	126,000	-	0%	408,500	-	0%
Capital Outlay	272,000	(160)	0%	694,500	-	0%
Expenses Total	143,927,543	4,551,024	3%	127,737,614	6,368,099	5%

Through January 31, 2024, Police spent 13% of budget for overtime, and Fire spent 9% of the annual budget. Higher than budgeted salary increases are contributing to overages in overtime.

Overtime Expenses	2023 Actual	2024 Budget	2024 YTD	% Budget
Police	\$1,862,988	\$ 1,736,349	226,793	13%
Fire	\$1,005,238	\$ 1,084,000	99,513	9%

Enterprise Funds

Through January 31, 2024, the Water Fund is showing a fund balance of 823,972 and a negative cash balance of 1,662,703. 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.

Other Funds

Through January 31, 2024, the Capital Improvements Fund is showing a negative fund balance of \$6,765,257 and a negative cash balance of \$275,980. 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, 2023, & 2024 bonds.

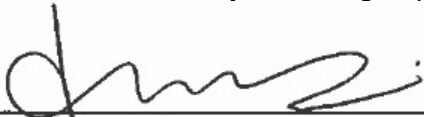
Through January 31, 2024, the Fleet Fund is showing a fund balance of \$1,426,039 and a negative cash balance of \$97,488. This difference is largely a result of inventory on hand that is reflected as an asset in the fund balance but reduced from the cash balance. This deficit has grown over the last few months and is a result of wage increases for Fleet Maintenance employees and the impact of inflation on vehicle parts and fuel prices

Through January 31, 2024, the Insurance Fund is showing a fund balance of \$566,831 and a cash balance of \$2,809,774.

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 January 31, 2024 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
100 GENERAL FUND						
Revenue						
Charges for Services	11,655,200	728,044	6%	8,785,075	598,757	7%
Fines and Forfeitures	3,725,000	282,158	8%	3,632,500	386,616	11%
Interest Income	500,000	117,477	23%	55,000	107,596	196%
Interfund Transfers	9,623,390	676,949	7%	7,733,949	644,495	8%
Intergovernmental Revenue	3,966,034	401,650	10%	3,116,184	384,735	12%
Licenses, Permits and Fees	7,336,450	495,566	7%	7,543,450	633,735	8%
Other Revenue	1,301,500	133,247	10%	1,168,600	78,878	7%
Other Taxes	66,300,000	5,201,605	8%	56,570,000	4,962,236	9%
Property Taxes	29,047,402	-	0%	29,047,402	-	0%
Revenue Total	133,454,977	8,036,698	6%	117,652,160	7,797,047	7%
Expenses						
12 LEGISLATIVE				-	2,608	
13 CITY COUNCIL	594,133	75,707	13%	658,324	627,836	95%
14 CITY CLERK	535,355	40,136	7%	360,108	421,653	117%
15 CITY MANAGER'S OFFICE	10,177,532	773,446	8%	8,143,075	15,965,059	196%
17 LAW	1,354,786	129,871	10%	988,558	1,040,936	105%
19 ADMINISTRATIVE SERVICES	15,148,003	1,509,681	10%	12,537,670	13,544,690	108%
21 COMMUNITY DEVELOPMENT	4,687,076	398,060	8%	4,183,421	3,467,120	83%
22 POLICE	35,221,511	5,399,223	15%	29,214,097	32,197,647	110%
23 FIRE MGMT & SUPPORT	22,110,663	2,752,335	12%	18,689,924	20,978,789	112%
24 HEALTH	1,817,273	187,207	10%	1,413,058	1,714,807	121%
30 PARKS AND RECREATION	14,547,351	3,939,289	27%	12,751,313	13,091,257	103%
40 PUBLIC WORKS AGENCY	15,868,893	1,745,890	11%	13,708,631	13,847,967	101%
99 NON-DEPARTMENTAL	21,864,968	-	0%	25,089,436	25,266,786	101%
Expenses Total	143,927,543	4,551,024	3%	127,737,614	6,368,099	5%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
170 AMERICAN RESCUE PLAN						
Revenue						
Interest Income	50,000	151,874	304%	-	117,353	
Other Revenue	-	11,596				
Revenue Total	50,000	163,470	327%	-	117,353	
Expenses						
Capital Outlay	10,188,900	(4,964)	0%	800,000	(133)	0%
Insurance and Other Chargebacks	100,000	-	0%	850,000	-	0%
Interfund Transfers	1,250,000	-	0%	2,600,000	-	0%
Miscellaneous	10,294,191	3,230	0%	18,500,000	61,276	0%
Services and Supplies	3,275,000	2,365	0%			
Expenses Total	25,108,091	631	0%	22,750,000	61,143	0%
175 GENERAL ASSISTANCE FUND						
Revenue						
Interest Income	1,000	6,310	631%	1,000	2,051	205%
Other Revenue	27,500	-	0%	27,500	-	0%
Property Taxes	1,050,000	-	0%	1,300,000	-	0%
Revenue Total	1,078,500	6,310	1%	1,328,500	2,051	0%
Expenses						
Miscellaneous	7,000	-	0%	7,000	-	0%
Salary and Benefits	539,408	21,530	4%	488,738	38,019	8%
Services and Supplies	874,482	40,346	5%	864,482	38,573	4%
Expenses Total	1,420,890	61,877	4%	1,360,220	76,591	6%
176 HUMAN SERVICES FUND						
Revenue						
Interest Income	6,000	6,721	112%	-	2,257	
Intergovernmental Revenue	114,000	9,928	9%	114,000	10,000	9%
Other Revenue	20,000	-	0%	2,000	-	0%
Property Taxes	3,360,000	-	0%	3,110,000	-	0%
Revenue Total	3,500,000	16,649	0%	3,226,000	12,257	0%
Expenses						
Community Sponsored Organizations	60,000	-	0%	60,000	-	0%
Miscellaneous	210,000	-	0%	213,000	-	0%
Salary and Benefits	2,654,369	113,226	4%	2,373,285	128,048	5%
Services and Supplies	2,334,063	7,227	0%	1,804,973	1,175	0%
Expenses Total	5,258,432	120,454	2%	4,451,258	129,223	3%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
177 REPARATIONS FUND						
Revenue						
Interest Income	2,500	5,704	228%	-	1,023	
Intergovernmental Revenue	100,000	-	0%			
Other Revenue	-	424		-	257	
Other Taxes	1,400,000	95,264	7%	3,400,000	209,477	6%
Revenue Total	1,502,500	101,392	7%	3,400,000	210,757	6%
Expenses						
Miscellaneous	3,400,000	50,000	1%	3,400,000	-	0%
Services and Supplies	101,000	105	0%	-	219	
Expenses Total	3,501,000	50,105	1%	3,400,000	219	0%
178 SUSTAINABILITY FUND						
Revenue						
Interest Income	2,000	3,035	152%	-	662	
Interfund Transfers	700,000	16,667	2%	200,000	(16,667)	-8%
Intergovernmental Revenue	10,000	-	0%			
Licenses, Permits and Fees	500,000	36,470	7%	500,000	42,391	8%
Other Revenue	650,000	-	0%	500,000	-	0%
Revenue Total	1,862,000	56,172	3%	1,200,000	26,386	2%
Expenses						
Community Sponsored Organizations	500,000	-	0%			
Miscellaneous	525,000	-	0%			
Salary and Benefits	250,368	9,576	4%	256,893	-	0%
Services and Supplies	725,120	49	0%	546,000	7	0%
Expenses Total	2,000,488	9,625	0%	802,893	7	0%
180 GOOD NEIGHBOR FUND						
Revenue						
Interest Income	1,000	690	69%	-	1,288	
Other Revenue	3,000,000	-	0%			
Revenue Total	3,001,000	690	0%	-	1,288	
Expenses						
Capital Outlay				-	75,000	
Interfund Transfers	3,000,000	-	0%	85,000	-	0%
Miscellaneous	314,000	-	0%			
Services and Supplies	-	11		-	13	
Expenses Total	3,314,000	11	0%	85,000	75,013	88%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
185 LIBRARY FUND						
Revenue						
Charges for Services	400	1,333	333%	400	25	6%
Interest Income	25,000	22,821	91%	21,600	9,793	45%
Interfund Transfers	216,999	-	0%	250,000	-	0%
Intergovernmental Revenue	200,213	-	0%	209,866	-	0%
Library Revenue	109,394	-	0%	155,394	3,309	2%
Other Revenue	405,000	-	0%	405,000	43,548	11%
Property Taxes	8,213,664	-	0%	7,535,472	-	0%
Revenue Total	9,170,670	24,154	0%	8,577,732	56,674	1%
Expenses						
Capital Outlay	3,500	-	0%	1,500	-	0%
Insurance and Other Chargebacks	-	168				
Interfund Transfers	360,325	30,026	8%	305,325	25,443	8%
Salary and Benefits	7,264,128	225,809	3%	6,393,544	420,841	7%
Services and Supplies	2,313,194	64,826	3%	2,247,673	52,741	2%
Expenses Total	9,941,147	320,828	3%	8,948,042	499,025	6%
186 LIBRARY DEBT SERVICE FUND						
Revenue						
Property Taxes	574,677	-	0%	507,913	-	0%
Revenue Total	574,677	-	0%	507,913	-	0%
Expenses						
Debt Service	574,677	-	0%	507,913	-	0%
Expenses Total	574,677	-	0%	507,913	-	0%
187 LIBRARY CAPITAL IMPROVEMENT FD						
Revenue						
Other Revenue	550,000	-	0%	950,000	-	0%
Revenue Total	550,000	-	0%	950,000	-	0%
Expenses						
Capital Outlay	550,000	(9,920)	-2%	950,000	-	0%
Expenses Total	550,000	(9,920)	-2%	950,000	-	0%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
200 MOTOR FUEL TAX FUND						
Revenue						
Interest Income	15,000	29,317	195%	12,000	17,312	144%
Intergovernmental Revenue	2,986,239	304,861	10%	2,700,000	304,867	11%
Revenue Total	3,001,239	334,177	11%	2,712,000	322,179	12%
Expenses						
Capital Outlay	4,405,000	-	0%	2,778,600	-	0%
Salary and Benefits	325,000	-	0%	325,000	-	0%
Services and Supplies	1,890,000	35	0%	1,038,000	28,405	3%
Expenses Total	6,620,000	35	0%	4,141,600	28,405	1%
205 EMERGENCY TELEPHONE (E911) FUND						
Revenue						
Interest Income	7,000	4,112	59%	7,000	1,976	28%
Other Taxes	1,450,000	-	0%	1,400,000	-	0%
Revenue Total	1,457,000	4,112	0%	1,407,000	1,976	0%
Expenses						
Capital Outlay	480,000	-	0%	450,000	-	0%
Insurance and Other Chargebacks	19,142	1,595	8%	19,142	1,595	8%
Interfund Transfers	100,000	8,333	8%	90,000	7,500	8%
Salary and Benefits	810,331	26,893	3%	758,058	48,338	6%
Services and Supplies	368,350	14,292	4%	355,000	12,914	4%
Expenses Total	1,777,823	51,113	3%	1,672,200	70,347	4%
210 SPECIAL SERVICE AREA (SSA) #9						
Revenue						
Interest Income	-	1,410		-	47	
Interfund Transfers				206,750	-	0%
Property Taxes	592,665	-	0%	595,000	-	0%
Revenue Total	592,665	1,410	0%	801,750	47	0%
Expenses						
Services and Supplies	575,000	-	0%	575,000	-	0%
Expenses Total	575,000	-	0%	575,000	-	0%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
215 CDBG FUND						
Revenue						
Intergovernmental Revenue	3,068,463	-	0%	3,629,000	-	0%
Revenue Total	3,068,463	-	0%	3,629,000	-	0%
Expenses						
Capital Outlay	-	6,470		-	6,847	
Community Sponsored Organizations	75,000	-	0%	75,000	-	0%
Miscellaneous	2,341,499	-	0%	2,576,376	-	0%
Salary and Benefits	681,559	20,636	3%	702,459	33,781	5%
Services and Supplies	17,480	-	0%	307,200	-	0%
Expenses Total	3,115,538	27,105	1%	3,661,035	40,628	1%
220 CDBG LOAN FUND						
Revenue						
Interest Income	5,000	3,145	63%	-	2,834	
Other Revenue	443,121	1,212	0%	100,000	3,401	3%
Revenue Total	448,121	4,357	1%	100,000	6,234	6%
Expenses						
Services and Supplies	440,000	-	0%	325,000	-	0%
Expenses Total	440,000	-	0%	325,000	-	0%
235 NEIGHBORHOOD IMPROVEMENT						
Revenue						
Interest Income	-	84		-	39	
Revenue Total	-	84		-	39	
Expenses						
Services and Supplies	-	1		-	0	
Expenses Total	-	1		-	0	
240 HOME FUND						
Revenue						
Interest Income	150	54	36%	150	89	59%
Intergovernmental Revenue	2,345,000	-	0%	650,000	-	0%
Other Revenue	25,000	2,407	10%	25,000	2,282	9%
Revenue Total	2,370,150	2,461	0%	675,150	2,371	0%
Expenses						
Insurance and Other Chargebacks	1,150,000	-	0%			
Miscellaneous	2,000	199	10%	2,000	-	0%
Salary and Benefits	68,137	2,818	4%	70,572	2,634	4%
Services and Supplies	801,065	5	0%	582,266	5	0%
Expenses Total	2,021,202	3,022	0%	654,838	2,639	0%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
250 AFFORDABLE HOUSING FUND						
Revenue						
Interest Income	8,000	13,769	172%	4,500	9,207	205%
Interfund Transfers	1,000,000	-	0%			
Intergovernmental Revenue	145,000	-	0%	145,000	-	0%
Other Revenue	130,000	31,667	24%	130,600	31,667	24%
Other Taxes	50,000	-	0%	50,000	-	0%
Revenue Total	1,333,000	45,435	3%	330,100	40,874	12%
Expenses						
Community Sponsored Organizations	154,000	-	0%	166,000	-	0%
Insurance and Other Chargebacks	11,000	-	0%	12,000	-	0%
Miscellaneous	1,051,500	-	0%	53,500	-	0%
Salary and Benefits	41,038	2,818	7%	130,126	5,455	4%
Services and Supplies	1,670,000	5	0%	1,565,000	5	0%
Expenses Total	2,927,538	2,823	0%	1,926,626	5,460	0%
320 DEBT SERVICE FUND						
Revenue						
Interest Income	10,000	10,169	102%	10,000	6,981	70%
Interfund Transfers	2,693,941	134,191	5%	2,918,969	193,248	7%
Other Revenue	-	1,959				
Property Taxes	12,766,093	-	0%	12,878,258	-	0%
Revenue Total	15,470,034	146,320	1%	15,807,227	200,229	1%
Expenses						
Debt Service	15,460,034	-	0%	15,797,123	-	0%
Miscellaneous				-	(5,929)	
Services and Supplies	6,600	6,302	95%	6,600	3	0%
Expenses Total	15,466,634	6,302	0%	15,803,723	(5,925)	0%
330 HOWARD-RIDGE TIF FUND						
Revenue						
Interest Income	10,000	7,842	78%	10,000	4,294	43%
Other Revenue	5,000	-	0%	5,000	3,500	70%
Property Taxes	1,100,000	-	0%	1,100,000	-	0%
Revenue Total	1,115,000	7,842	1%	1,115,000	7,794	1%
Expenses						
Capital Outlay	50,000	-	0%	785,000	10,000	1%
Interfund Transfers	363,513	30,293	8%	395,913	32,993	8%
Services and Supplies	65,000	750	1%	250,000	2	0%
Expenses Total	478,513	31,043	6%	1,430,913	42,995	3%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
335 WEST EVANSTON TIF FUND						
Revenue						
Interest Income	5,000	14,259	285%	5,000	5,655	113%
Other Revenue				10,000	-	0%
Property Taxes	1,450,000	-	0%	1,450,000	-	0%
Revenue Total	1,455,000	14,259	1%	1,465,000	5,655	0%
Expenses						
Capital Outlay	3,315,000	-	0%	3,660,000	-	0%
Interfund Transfers	75,000	6,250	8%	75,000	6,250	8%
Miscellaneous	12,000	-	0%	200,000	-	0%
Services and Supplies	1,005,000	78,938	8%	5,000	3	0%
Expenses Total	4,407,000	85,188	2%	3,940,000	6,253	0%
340 DEMPSTER-DODGE TIF FUND						
Revenue						
Interest Income	1,000	2,718	272%	1,000	925	93%
Property Taxes	180,000	-	0%	180,000	-	0%
Revenue Total	181,000	2,718	2%	181,000	925	1%
Expenses						
Interfund Transfers	176,857	14,738	8%	174,483	14,540	8%
Services and Supplies	2,000	346	17%	2,000	0	0%
Expenses Total	178,857	15,084	8%	176,483	14,540	8%
345 CHICAGO-MAIN TIF						
Revenue						
Interest Income	5,000	9,593	192%	2,500	3,266	131%
Other Revenue	1,880,000	-	0%	1,880,000	-	0%
Property Taxes	1,000,000	-	0%	1,000,000	-	0%
Revenue Total	2,885,000	9,593	0%	2,882,500	3,266	0%
Expenses						
Capital Outlay	260,000	-	0%	2,469,000	-	0%
Interfund Transfers	272,480	22,707	8%	271,355	22,613	8%
Miscellaneous	250,000	-	0%	250,000	-	0%
Services and Supplies	15,010	751	5%	5,000	2	0%
Expenses Total	797,490	23,458	3%	2,995,355	22,615	1%

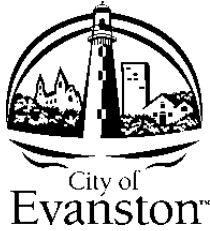
Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
350 SPECIAL SERVICE AREA (SSA) #6						
Revenue						
Interest Income	250	1,368	547%	250	476	190%
Property Taxes	221,000	-	0%	221,000	-	0%
Revenue Total	221,250	1,368	1%	221,250	476	0%
Expenses						
Services and Supplies	220,000	-	0%	220,000	-	0%
Expenses Total	220,000	-	0%	220,000	-	0%
355 SPECIAL SERVICE AREA (SSA) #7						
Revenue						
Interest Income	200	327	163%	200	163	82%
Property Taxes	142,000	-	0%	142,000	-	0%
Revenue Total	142,200	327	0%	142,200	163	0%
Expenses						
Services and Supplies	140,000	-	0%	140,000	-	0%
Expenses Total	140,000	-	0%	140,000	-	0%
360 SPECIAL SERVICE AREA (SSA) #8						
Revenue						
Interest Income	-	149		-	57	
Property Taxes	60,200	-	0%	60,200	-	0%
Revenue Total	60,200	149	0%	60,200	57	0%
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	346	0%	100,000	-	0%
Expenses Total	100,000	346	0%	100,000	-	0%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
415 CAPITAL IMPROVEMENTS FUND						
Revenue						
Interest Income	-	32,408		-	12,180	
Interfund Transfers				85,000	-	0%
Intergovernmental Revenue	1,470,000	276,325	19%	4,592,500	-	0%
Other Revenue	23,283,500	8,704	0%	17,350,000	-	0%
Revenue Total	24,753,500	317,437	1%	22,027,500	12,180	0%
Expenses						
Capital Outlay	23,358,500	2,530	0%	22,492,500	49,605	0%
Miscellaneous				-	(23,049)	
Services and Supplies	1,860,000	3,265	0%	-	5	
Expenses Total	25,218,500	5,795	0%	22,492,500	26,560	0%
416 CROWN CONSTRUCTION FUND						
Revenue						
Interest Income	10,000	13,803	138%	10,000	20,849	208%
Other Revenue	1,000,000	2,344	0%	1,000,000	-	0%
Revenue Total	1,010,000	16,146	2%	1,010,000	20,849	2%
Expenses						
Capital Outlay	200,000	-	0%	200,000	-	0%
Interfund Transfers	619,118	51,593	8%	945,000	78,750	8%
Services and Supplies	60	5	8%	-	5	
Expenses Total	819,178	51,598	6%	1,145,000	78,755	7%
417 CROWN COMMUNITY CTR MAINTENANCE						
Revenue						
Interfund Transfers	175,000	14,583	8%	175,000	14,583	8%
Revenue Total	175,000	14,583	8%	175,000	14,583	8%
Expenses						
Capital Outlay	175,000	-	0%	175,000	-	0%
Expenses Total	175,000	-	0%	175,000	-	0%
420 SPECIAL ASSESSMENT FUND						
Revenue						
Interest Income	35,000	3,963	11%	30,000	5,534	18%
Other Taxes	125,000	70,211	56%	125,000	72,735	58%
Revenue Total	160,000	74,174	46%	155,000	78,269	50%
Expenses						
Capital Outlay	452,500	-	0%	375,000	-	0%
Interfund Transfers	425,652	7,667	2%	455,360	37,946	8%
Services and Supplies	50	5	10%	-	5	
Expenses Total	878,202	7,672	1%	830,360	37,951	5%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
505 PARKING SYSTEM FUND						
Revenue						
Charges for Services	8,420,000	804,731	10%	8,308,975	594,868	7%
Interest Income	25,000	11,292	45%	20,000	5,251	26%
Intergovernmental Revenue	1,100,000	-	0%	1,100,000	-	0%
Other Revenue	422,900	17,410	4%	486,700	29,352	6%
Revenue Total	9,967,900	833,433	8%	9,915,675	629,471	6%
Expenses						
Capital Outlay	-	-		1,600,000	-	0%
Debt Service	79,150	-	0%	76,150	-	0%
Insurance and Other Chargebacks	369,077	30,756	8%	369,077	30,756	8%
Interfund Transfers	3,180,390	265,032	8%	3,132,390	261,032	8%
Miscellaneous				50,000	(2,286)	-5%
Salary and Benefits	1,582,397	62,446	4%	1,716,539	109,611	6%
Services and Supplies	4,220,350	293,906	7%	4,340,316	213,856	5%
Expenses Total	9,431,364	652,140	7%	11,284,472	612,968	5%
510 WATER FUND						
Revenue						
Charges for Services	25,259,051	1,802,350	7%	24,378,734	1,629,421	7%
Interest Income	70,000	52,950	76%	70,000	41,397	59%
Licenses, Permits and Fees	50,000	6,619	13%	50,000	-	0%
Other Revenue	66,234,150	(53,620)	0%	51,039,150	2,778,915	5%
Revenue Total	91,613,201	1,808,299	2%	75,537,884	4,449,733	6%
Expenses						
Capital Outlay	58,470,500	-	0%	388,400	-	0%
Contingencies	1,000	-	0%	1,000	-	0%
Debt Service	4,826,609	-	0%	4,072,486	-	0%
Insurance and Other Chargebacks	1,665,135	140,575	8%	1,665,135	138,761	8%
Interfund Transfers	4,363,000	363,584	8%	4,229,559	352,464	8%
Miscellaneous	10,000	-	0%	15,000	(24,202)	-161%
Salary and Benefits	7,936,849	235,074	3%	7,110,142	463,428	7%
Services and Supplies	10,284,310	12,991	0%	5,908,008	15,410	0%
Expenses Total	87,557,403	752,224	1%	23,389,730	945,860	4%
513 WATER DEPR IMPRV & EXTENSION FUND						
Expenses						
Capital Outlay				57,780,500	6,280	0%
Services and Supplies				11,700	-	0%
Expenses Total				57,792,200	6,280	0%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
515 SEWER FUND						
Revenue						
Charges for Services	10,229,424	641,573	6%	10,240,424	575,518	6%
Interest Income	25,000	10,179	41%	25,000	6,008	24%
Other Revenue	1,000	4,990	499%	1,000	-	0%
Revenue Total	10,255,424	656,743	6%	10,266,424	581,526	6%
Expenses						
Capital Outlay	2,950,000	-	0%	3,050,700	-	0%
Debt Service	3,550,270	19,461	1%	3,809,232	19,461	1%
Insurance and Other Chargebacks	369,800	30,817	8%	369,800	30,817	8%
Interfund Transfers	1,271,321	105,943	8%	883,858	73,655	8%
Miscellaneous				1,500	(15,098)	-1007%
Salary and Benefits	1,546,276	45,480	3%	1,386,579	97,132	7%
Services and Supplies	1,718,600	341	0%	1,750,300	(85,443)	-5%
Expenses Total	11,406,267	202,042	2%	11,251,969	120,524	1%
520 SOLID WASTE FUND						
Revenue						
Charges for Services	4,902,674	308,219	6%	4,669,000	279,146	6%
Interest Income	3,000	2,327	78%			
Interfund Transfers	100,000	-	0%			
Licenses, Permits and Fees	375,000	104	0%	389,000	14,052	4%
Other Revenue	38,000	341	1%	122,000	1,197	1%
Property Taxes	1,332,500	-	0%	1,332,500	-	0%
Revenue Total	6,751,174	310,991	5%	6,512,500	294,395	5%
Expenses						
Capital Outlay	850,000	-	0%	525,000	-	0%
Interfund Transfers	418,600	34,883	8%	322,000	26,833	8%
Miscellaneous	30,000	-	0%	15,000	-	0%
Salary and Benefits	1,893,717	64,942	3%	1,651,410	117,419	7%
Services and Supplies	4,081,466	78	0%	3,935,115	75,435	2%
Expenses Total	7,273,783	99,903	1%	6,448,525	219,687	3%

Funds	2024 Budget	2024 Actual YTD	% of Budget	2023 Budget	2023 Actual YD	% of Budget
600 FLEET SERVICES FUND						
Revenue						
Charges for Services	4,216,140	351,344	8%	3,244,440	270,369	8%
Interest Income	1,000	-	0%	1,000	-	0%
Other Revenue	44,000	-	0%	69,000	-	0%
Revenue Total	4,261,140	351,344	8%	3,314,440	270,369	8%
Expenses						
Salary and Benefits	1,624,232	65,153	4%	1,417,422	105,896	7%
Services and Supplies	2,588,890	800	0%	2,044,557	3,130	0%
Expenses Total	4,213,122	65,953	2%	3,461,979	109,026	3%
601 EQUIPMENT REPLACEMENT FUND						
Revenue						
Charges for Services	754,885	62,907	8%	754,885	62,907	8%
Interest Income	2,000	4,625	231%	-	1,860	
Intergovernmental Revenue	1,250,000	-	0%	1,500,000	-	0%
Other Revenue	25,000	-	0%	25,000	-	0%
Revenue Total	2,031,885	67,532	3%	2,279,885	64,767	3%
Expenses						
Capital Outlay	3,365,167	-	0%	2,700,000	-	0%
Services and Supplies	-	74		-	19	
Expenses Total	3,365,167	74	0%	2,700,000	19	0%
605 INSURANCE FUND						
Revenue						
Insurance	10,098,091	689,850	7%	9,444,453	730,709	8%
Interest Income	-	9,064				
Other Revenue	12,859,571	470,489	4%	11,448,112	868,988	8%
Workers Compensation and Liability	886,000	62,422	7%	862,500	65,625	8%
Revenue Total	23,843,662	1,231,825	5%	21,755,065	1,665,322	8%
Expenses						
Insurance and Other Chargebacks	19,330,965	1,477,353	8%	16,765,000	1,335,840	8%
Salary and Benefits	3,805	478	13%	4,287	8,411	196%
Services and Supplies	3,660,000	1,585,674	43%	3,244,200	1,365,823	42%
Expenses Total	22,994,770	3,063,505	13%	20,013,487	2,710,074	14%



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: February 29, 2024

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, February 29, 2024 - March 6, 2024

Backlog (business days received until reviewed): 11

Volume (number of cases pending initial staff review): 17

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	733 Colfax Street	R1	Building Permit	Patio	08/29/23	pending additional information/revisions from the applicant
1	2121 Orrington Avenue	R1	Building Permit	Enlarge lower deck and repair upper deck	12/08/23	pending additional information from the applicant
1	825 Clark Street	D4	Zoning Analysis	Determination of Use for a Retail Service Establishment with accessory Religious Institution	02/25/24	pending staff review
1	1935 Sherman Avenue	R5	Zoning Analysis	Major Home Occupation for violin lessons	03/04/24	pending staff review
2	653 Dodge Avenue	R2	Building Permit	Patio	06/13/23	pending additional information from the applicant
2	1139 Fowler Avenue	R2	Building Permit	Patio and parking pad (work done without a permit)	07/10/23	pending additional information from the applicant
2	1553 Dewey Avenue	R3	Building Permit	Remove concrete patio, walks, and pad, install paver patio and walk	09/19/23	pending additional information/revisions from the applicant
2	1500 Crain Street	R3	Zoning Analysis	Convert detached garage to an ADU	12/06/23	pending additional information from the applicant
2	911 Church Street	RP	Building Permit	Wall sign	02/15/24	pending staff review (revisions)
2	1611 Church Street	WE1	Zoning Analysis	Adaptive Reuse of warehouse building to convert to 8 DUs	02/26/24	pending staff review (revisions)
2	1615 Thelin Court	R3	Building Permit	Replace driveway and walks	02/28/24	pending staff review
2	1823 Wesley Avenue	R1	Building Permit	Combine basement and first floor to duplex one unit in a 2-flat	03/05/24	pending staff review
3	713 Sheridan Road	R1	Building Permit	Paver walkway	02/22/24	pending staff review (revisions)
3	825 Chicago Avenue	C1a	Zoning Analysis	Determination of Use for cannabis lab testing	02/27/24	pending staff review (revisions)
3	1245 Chicago Avenue	B1	Building Permit	Addition to existing commercial building (Space)	02/23/24	pending additional information/revisions from the applicant
3	1232 Judson Avenue	R1	Building Permit	Demo deck and walkway; add paver patio, stairs, outdoor kitchen, pergola	02/26/24	pending staff review
4	1552 Wesley Avenue	R1	Zoning Analysis	Driveway	06/22/23	pending additional information from the applicant
4	1118 Elmwood Avenue	R3	Building Permit	Awning	07/31/23	pending additional information from the applicant
4	1113 Sherman Avenue	R3	Building Permit	Accessory structure for storage	08/02/23	pending additional information and revisions from the applicant
4	1045 Maple Avenue	R1	Building Permit	Detached garage with ADU	03/05/24	pending staff review
4	1555 Oak Avenue	R6	Building Permit	Pave existing gravel parking lot and add surface detention pond	03/05/24	pending staff review
5	910 Simpson Street	R4a	Building Permit	Interior and exterior renovation of 3-flat, demolish garage and establish open parking, add patio and porches	02/22/24	non-compliant revisions, pending revisions and/or major variation application from the applicant

5	2020 Dodge Avenue	R3	Building Permit	Replace front steps, construct new landing at side of residence	07/03/23	non-compliant, pending revisions and/or minor variation application from the applicant
5	1820 Laurel Avenue	R2	Building Permit	Concrete slab	07/11/23	non-compliant, pending revisions/minor variation application from the applicant
5	1811 Church Street	B2/oWE	Building Permit	New 4-story mixed-use building with ground floor retail and 33 dwelling units (HODC)	08/18/23	pending revisions and additional information from the applicant
5	2011 Darrow Avenue	R4	Zoning Analysis	Remodel existing 3-dwelling unit building and add an ADU to garage	10/05/23	pending additional information from the applicant
5	2125 Darrow Avenue	R4	Building Permit	2-car garage	12/04/23	pending additional information from the applicant
5	1600 Simpson Street	OS	Zoning Analysis	New 2-story k-5 school for Evanston Skokie School District 65	03/05/24	pending staff review
6	2415 McDaniel Avenue	R1	Zoning Analysis	Detached 2-car garage	06/05/23	pending additional information from the applicant
6	2421 Crawford Avenue	R2	Building Permit	Remove existing asphalt and concrete, replace with permeable patio and sidewalk	08/23/23	non-compliant, pending revisions or major variation application from applicant
6	2300 Park Place	R1	Building Permit	2nd story addition to a garage for an ADU	11/01/23	pending revisions from the applicant
6	2714 Reese Avenue	R1	Building Permit	Change front walk	02/28/24	pending staff review
6	2820 Thayer Street	R1	Building Permit	Detached garage	01/05/24	non-compliant, pending revisions and/or minor variation application from the applicant
6	2137 Crawford Avenue	R2	Building Permit	Detached garage.	01/10/24	pending additional information from the applicant
6	2227 Harrison Street	R1	Building Permit	Patio	02/21/24	pending staff review (revisions)
6	2310 Isabella Street	R1	Building Permit	New single-family dwelling and detached garage with an ADU	02/20/24	pending staff review
6	2426 Hartzell Street	R1	Building Permit	Patio and garden wall	03/06/24	pending staff review
7	1126 Grant Street	R1	Building Permit	Paver walk and landing	08/22/23	pending additional information/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	non-compliant, pending revisions and additional information from the applicant
7	2744 Asbury Avenue	R1	Building Permit	Addition and interior remodel	12/29/23	pending staff review (revisions)
7	1501 Central Street	U2	Building Permit	Foundation only for new football stadium (Ryan Field, NU)	02/23/24	pending staff review
7	2744 Asbury Avenue	R1	Building Permit	Interior remodel and addition	02/26/24	pending staff review (revisions)
7	2002 Central Street	B1a/oCSC	Building Permit	Interior remodel for ice cream shop	03/06/24	pending staff review
8	141 Dodge Avenue	R4	Building Permit	Detached garage	11/17/23	pending additional information from the applicant
8	344 Ashland Avenue	R1	Building Permit	Front stoop, steps and walk	02/22/24	pending staff review
8	700 Mulford Street	R5	Zoning Analysis	Gazebo in front yard at townhome	03/05/24	pending staff review
9	711 Custer Avenue	MXE	Building Permit	Interior remodel and addition	02/27/24	pending staff review
9	1212 Cleveland Street	R2	Building Permit	Rear addition	02/26/24	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	1630 Orrington Avenue	D3	Special Use	Special Use for a Resale Establishment	11/28/23	pending P&D 03/11/24
2	1611 Church Street	WE1/oWE	Map Amendment and Major variations	Remove zoning lot from oWE Overlay District and rezone from WE1 to R4 and Major Variations for construction of 7 COOP dwellings including townhome orientation and detached accessory structure located between principal building and front property line.	06/27/23	pending staff review (revisions), pending LUC, P&D
2	1579 Dewey Avenue	R3	Minor Variation	North interior side yard setback to additional bulk at 2nd story over an existing 1st story to a single-family dwelling	02/22/24	determination after 03/12/24
3	530 Kedzie Street	C1a	Special Use	Special Use for a Tattoo Establishment	02/16/24	pending LUC 03/27/24
6	3434 Central Street	R2	Planned Development	New 2-story, 19,952 sf building for a Daycare center - Child (Kensington School)	02/10/22	pending P&D
6	2620 Bennett Avenue	R1	Minor Variation	Building lot coverage, street side yard setback, and distance between detached accessory building and principal building for the construction of a 1-story addition, converting an existing screened un-enclosed area to habitable space, and a 2-car detached garage	02/14/24	determination after 03/07/24
7	1915-1917 Grant Street	R3	Special Use & Text Amendment	Special Use for 10 micro homes and 3 micro homes above parking structure	06/28/23	pending P&D 03/11/24
7	2433 Simpson Street	R1	Minor Variation	Building lot coverage for a rear addition to a home	03/06/24	pending staff review
8	700 Mulford Street	R5	Minor Variation	Gazebo in front yard at townhouse	03/06/24	pending staff review



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: March, 8 2024

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 [davidwilson@cityofevanston.org](mailto: davidwilson@cityofevanston.org) if you have any questions or need additional information.

Weekly Field Inspection Report

Friday, March 8, 2024

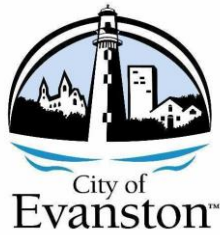
Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	Alleyway work has begun. Interior construction continues on building B. Sidewalk remains closed with proper signage in place.	3/7/2024
4	1012 Church Street Northlight Theater	Assembly	No changes. Site and Northlight signage are in good condition. No construction fence at this time.	3/7/2024
1	1710 Sherman Avenue	Mixed Use Building Residential/Retail	No changes. Rough inspections and interior work continues.	3/7/2024
4	718 Main Street	Mixed Use Building Residential/Retail	No changes. All sidewalks and alleyways remain clean and clear.	3/7/2024
*	*	*	*	*
1	710 Clark Street	Office Building	Alleyway work has begun. Construction fence remains in place and is in good condition. Roadways are clean and clear surrounding site.	3/7/2024
*	*	*	*	*



To: Luke Stowe, City Manager
From: Angela Butler, Permit Services Supervisor
Subject: Monthly Construction Valuation and Permit Fee Report
Date: March 8, 2024

Enclosed is the monthly construction valuation and permit fee report. The report compares current month and year-to-date totals with those from 2023.

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



DATE: March 8, 2024
 TO: Luke Stowe, City Manager
 FROM: Angela Butler, Permit Services Supervisor
 SUBJECT: Construction Valuation and Permit Fee Report for February 2024

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of February 2024	\$ 991,366.95
Total Permit Fees Collected Fiscal Year 2024	\$ 1,278,239.03
Total Permit fees Collected for the Month of February 2023	\$ 141,798
Total Permit Fees Collected Fiscal Year 2023	\$ 408,362

CONSTRUCTION VALUES

TOTAL CONSTRUCTION VALUE FOR February 2024	\$ 31,087,134
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2024	\$ 45,329,500
TOTAL CONSTRUCTION VALUE FOR February 2023	\$ 6,329,421
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2023	\$ 16,337,794



Memorandum

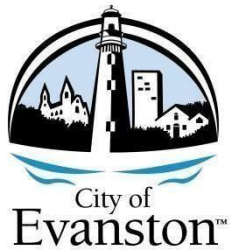
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: March 8, 2024

Ward	Property Address	Business Name	Date Received	Current Status
7	2002 Central St	Parlor on Central	3/1/2024	Pending Permit Issuance
4	1555 Oak St	Museum Inn & Suites Restaurant	2/28/2024	Pending Inspections
3	510 Main St	555 Pantry	2/8/2024	Approved Pending License Issuance
3	827 Chicago Ave	Lefty's Righteous Bagels	12/13/2023	Building Permit Issued – Pending Inspections
4	1608 Chicago Ave	Mensch's Deli	11/29/2023	Building Permit Issued – Pending Inspections
1	726 Clark St	Ran Ran Boba Milk Tea	11/28/2023	License Issued
5	1601 Simpson St	Shanghai Kosher	11/21/2023	Pending Inspections
4	1629 Orrington Ave	Dos Bros	10/10/2023	Building Permit Issued – Pending Inspections
1	704 Clark St	Etta Evanston	10/5/2023	Pending Permit Issuance
1	1737 Sherman Ave	Taco Bell	10/5/2023	Pending Permit Issuance
1	521 Davis St	La Cocinita (Relocating)	7/11/2023	Building Permit Issued – Pending Inspections
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	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: March 8, 2024

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, 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 8, 2024

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUORSALES	STATUS
4	Museum Inn & Suites	1555 Oak 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
8	TOCA Training Centers	2454 Oakton St. Evanston, IL 60202	W	Commercial Recreation Facility	12 p.m.—9 p.m. (Mon-Fri); 11:30 a.m.—10 p.m. (Sat-Sun)	Application will be reviewed at the Liquor Control Review Board on March 15, 2024



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING MARCH 8, 2024

Time to Submit NWMC Officer Nominations

Last week, the FY24-25 NWMC Officer Nomination Form was emailed to the Conference's Chief Elected Officials, seeking names of active members to fulfill the roles of NWMC President, Vice-president, Secretary and Treasurer. The cover letter to the form contains more information regarding eligibility and the selection process. Nomination forms are to be returned to mfowler@nwmc-cog.org by Wednesday, March 20.

The Nominating Committee will review the nominations and present its recommended slate at the April 10 NWMC Membership Meeting. According to the NWMC By-Laws, other nominations may be made at the April membership meeting or by mail if received prior to that meeting date. Election shall be by a majority of those present and voting at the May 8 membership meeting. Officers will be sworn in at the NWMC Annual Gala on June 12. *Staff contacts: Mark Fowler, Larry Bury*

Join Lincolnshire and Palatine at the April 23 NWMC Surplus Vehicle & Equipment Auction

The spring NWMC Surplus Vehicle & Equipment Auction will be held on Tuesday, April 23 at Americas Auto Auction (America's AA) in Crestwood. Thank you to *Lincolnshire, Palatine* and Tinley Park, who have registered to participate in the sale. America's AA offers a wide variety of convenient services to prep 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.

The remaining live auctions for the year will be held on July 23 and October 22. In addition, America's AA hosts online sales on par with other government surplus Internet auctions. For more information, please contact staff or America's AA Account Executive Berry Ellis, 312-371-5993 or berry.ellis@americasautoauction.com. *Staff contact: Ellen Dayan*

Still Have Old Copper Lines? Granite Offers EPIK Analog Line Replacement Solution

Suburban Purchasing Cooperative Telecommunications Program Granite Government Solutions (Contract #205) offers a fully managed analog (old copper) line replacement solution called EPIK for all phone, alarm and elevator lines. According to a February 5 *CNN Business* article entitled [Still love your landline? Phone service providers are getting closer to phasing it out](#), "AT&T has already applied for a waiver that would allow it to stop servicing traditional landlines in California." Granite Senior Sales Executive Frank Ventrella can help explore options to replace these outdated lines. He may be reached at fventrella@granitenet.com or 630-649-0823. *Staff contact: Ellen Dayan*

Mark Your Calendars for the 2024 SPC Vendor Showcase

The 2024 Suburban Purchasing Cooperative (SPC) Vendor Showcase will be held on Wednesday, July 24 from 10:00 a.m. to 1:00 p.m. at Oakton College, 1600 E. Golf Road in *Des Plaines*. The Showcase will be held in Rooms 1608 and 1610 with parking available in Lot C.

The SPC Vendor Showcase presents a unique opportunity for local government officials from the SPC's participating councils of government and others to meet one-on-one with SPC vendors at one time. Northwest Municipal Conference (NWMC), DuPage Mayors and Managers Conference (DMMC), South Suburban Mayors and Managers Association (SSMMA) and Will County Governmental League (WCGL) members and staff will be onsite to learn about the products, services and solutions offered by the SPC to help you better serve your communities. Vendors will have individual display areas where you can discuss all your joint purchasing needs.

Last year's event had 22 vendors and with nearly 100 participants and we hope to host an even bigger and better event

this year! Additional information will be forthcoming, but please mark your calendars in the interim and contact staff for additional information. *Staff contact: Ellen Dayan*

Granite Also Offers Much, Much More

Are your telecommunications contracts expired or up for renewal this year? Or just looking to reduce your monthly spend? Granite Government Solutions will conduct a free cost savings analysis of all your telecommunication services and invoices.

Did you know that Granite is ranked #1 by General Motors as Best in Class Global Telecom Supplier? That their customers include 86 of the Fortune 100 companies? That they have federal contracts with the US Army, Air Force, Army National Guard, Department of Transportation, National Weather Service, Securities & Exchange Commission, and more? That they've made over \$300 million in charitable donations?

To learn more about Granite's best in class services, or for information on how to take advantage of the SPC contract pricing and savings, please contact staff or Granite Senior Sales Executive Frank Ventrella, 630-649-0823 or fventrella@granitenet.com. *Staff contact: Ellen Dayan*

CMAP Local Technical Assistance Applications Now Open

As a reminder, the Chicago Metropolitan Agency for Planning (CMAP) Local Technical Assistance (LTA) program's 2024 Call for Projects has opened and will close at noon on Friday, March 22. This program "supports communities by offering planning and implementation assistance, providing interagency expertise, leveraging the region's transit network, and building local government capacity." To learn more about the program and to find out how to apply, please visit the [LTA program website](#). *Staff contacts: Eric Czarnota, Brian Larson*

One Week Left to Apply for FHWA's Vision Zero Community Pairing Program

As a final reminder, the Federal Highway Administration (FHWA) is accepting applications for the next cycle of the [Vision Zero Community Pairing Program](#). The two-year program provides a platform for communities to share information and noteworthy practices, assess strategies and actions and develop learning relationships. Partnerships take two forms: mentor-mentee pairs, where experienced communities guide those less experienced; and, peer partnerships, where communities at similar stages collaborate. Vision Zero communities interested in applying as a mentor, mentee, or peer organization can learn more about previous program participants, activities, and application process via the [program website](#). Applications are due by Friday, March 15. *Staff contacts: Eric Czarnota, Brian Larson*

IDOT Updates Joint Funding Agreements

The Illinois Department of Transportation (IDOT) recently updated its joint funding agreements, also known as the BLR 05310 Suite. The updates are designed to ensure compliance with the Grant Accountability and Transparency Act. Updates include comprising the 05310 Suite into three types, dependent on the phase of the project or the funding source, risk assessment and audit compliance for federal fund usage, and the ability to utilize electronic signatures. Read more about the changes and access the new BLR 05310 Suite of Agreements in [IDOT Circular Letter 2024-08](#). *Staff contacts: Eric Czarnota, Brian Larson*

Register Today for FHWA's Equity in Roadway Safety Webinars

This spring and summer, the Federal Highway Administration (FHWA) is hosting [roadway safety webinars](#). Registration is now open for the webinars, which will feature noteworthy tools and strategies that can support progress toward closing disparities in traffic fatalities and serious injuries in order to reach zero deaths. FHWA will also support opportunities for American Planning Association and other professional development certifications. The 2024 series includes the following events (all sessions are scheduled for 12:00 p.m. to 2:00 p.m.):

- March 27 – Tools and Strategies for Equitable Design
- May 22 – Equitable Data Analysis
- July 24 – Roadway Safety for People Experiencing Homelessness

FHWA has also made available recordings from the [2023 Equity in Roadway Safety webinar series](#). These webinars focused on elevating equity and safety in project prioritization and equitable safety data analysis. *Staff contacts: Eric*

FHWA Opens Congestion Relief Program Applications

The Federal Highway Administration (FHWA) is now accepting applications for its \$250 million [Congestion Relief Program](#), which offers competitive grants to advance innovative, multimodal solutions to reduce vehicular traffic in the most congested metropolitan areas of the United States. The Congestion Relief Program is accepting applications for the first round through a [NOFO](#), which provides \$150 million in grants made available from fiscal years 2022, 2023 and 2024. The grants are available to states, metropolitan planning organizations, cities, and municipalities for projects in urban areas with a population of at least one million. Applications are due by Monday, April 22. *Staff contacts: Eric Czarnota, Brian Larson*

New US DOT Data Hub Seeks to Ease Transportation Equity Analyses

From the U.S. Department of Transportation:

The US Department of Transportation (DOT)'s new [Transportation Data and Equity Hub](#) provides tools, metrics, and data to analyze communities' access to transportation needs and challenges. Users can [explore the data](#) as well as [maps and other visualizations of the data](#) on a range of equity-related topics. For help accessing other federal data and mapping tools to help develop transformative transportation projects and write compelling grant applications, please visit the [DOT Navigator Data and Mapping tools](#). *Staff contacts: Eric Czarnota, Brian Larson*

USDOT Guide Helps Leverage Transportation Investment for Jobs and Economic Opportunity

From the U.S. Department of Transportation:

DOT released a new report on [Best Practices to Expand Access to Jobs and Economic Opportunity Through Transportation Infrastructure Investments](#). The report includes detailed recommendations on how state and local transportation agencies can expand access to jobs and opportunity for several underrepresented groups including women, young people, justice-involved, and people of color. It also explains how DOT has been successful in getting more transportation agencies to include workforce plans for their projects and to make use of tools such as local and economic hiring preferences. Visit DOT's [Office of Small and Disadvantaged Business Utilization \(OSDBU\)](#) and the [Federal Transit Administration \(FTA\)'s Workforce Development Initiative](#) to find additional workforce development technical assistance resources. *Staff contacts: Eric Czarnota, Brian Larson*

Newsy Items of the Week

Chicago Tribune: [Editorial: Pritzker is right to end the grocery tax. But he must make it up to municipalities.](#)

Route 50: [New toll transponders cut costs for agencies and drivers](#)

Daily Herald: [Suburbs lead in fatal bike, pedestrian collisions](#)

Daily Herald: [Vacant Wheeling office building to become apartments](#)

Momentum Mag: [Bicycle use soars following installation of separated bike lanes, according to Cambridge study](#)

Transportation Radio: [The Power of Community Engagement in Transportation](#)

Meetings and Events

NWMC Bicycle and Pedestrian Committee will meet on Tuesday, March 12 at 10:30 a.m. at the NWMC office and via videoconference.

NWMC Board of Directors will meet on Wednesday, March 13 at 6:00 p.m. at the NWMC office and via videoconference.

NWMC Legislative Committee will meet on Wednesday, March 20 at 8:30 a.m. via videoconference.

NWMC Finance Committee will meet on Wednesday, March 20 at noon via videoconference.

NWMC Staff

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