



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: June 7, 2024

STAFF REPORTS BY DEPARTMENT

Weekly Report for June 3, 2024 – June 7, 2024

City Manager's Office

No 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

Clerk's Office

FOIA/PAC Report

Legislative Reading

NWMC Weekly Briefing

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

Monday, June 10, 2024

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

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

5:15 PM: [Planning & Development Committee](#)

5:30 PM: [City Council](#)

Tuesday, June 11, 2024

7:00 PM: [Preservation Commission](#)

Wednesday, June 12, 2024

6:00 PM: [Compensation Committee](#)

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

Thursday, June 13, 2024

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

7:00 PM: [Housing & Community Development/Social Services Joint Committee Meeting](#)

Friday, June 14, 2024

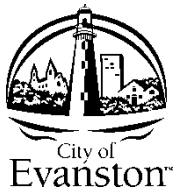
No Meetings

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
 Subject: April 2024 Monthly Financial Report
 Date: June 7, 2024

Please find attached the unaudited financial statements as of April 30, 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
April 30, 2024

Fund #	Fund	Revenue	Expense	Net	Fund Balance	Cash Balance
100	General	49,087,694	50,705,210	(1,617,516)	47,897,671	40,540,323
170	American Rescue Plan	475,281	930,713	(455,432)	(5,177,384)	24,958,863
175	General Assistance	713,921	377,686	336,235	1,631,078	1,631,488
176	Human Services	1,986,169	910,351	1,075,818	3,464,827	3,464,827
177	Reparations	769,015	1,938,843	(1,169,828)	384,248	384,248
178	Sustainability	224,236	170,362	53,873	841,173	841,174
180	Good Neighbor	1,967	77	1,890	190,215	190,215
185	Library	4,175,554	2,484,239	1,691,314	6,529,890	6,520,439
186	Library Debt Service	287,338	-	287,338	2,781	2,781
187	Library Capital Improvement FD	-	-	-	(478,594)	(478,594)
200	MFT	1,218,325	302,675	915,650	7,199,854	6,894,987
205	E911	372,576	342,816	29,760	1,603,105	1,229,234
210	Special Service Area (SSA) #9	330,016	325,032	4,983	18,234	18,235
215	CDBG	9,857	175,388	(165,531)	(106,208)	(106,208)
220	CD Loan	10,951	-	10,951	401,916	401,916
235	Neighborhood Improvement	239	1	238	23,122	23,123
240	Home	9,148	24,009	(14,861)	(7,007)	(7,006)
250	Affordable Housing	109,965	84,284	25,681	2,796,306	2,951,373
320	Debt Service	7,396,089	6,304	7,389,785	10,582,158	10,525,120
330	Howard Ridge	605,418	128,691	476,727	2,313,345	6,509,734
335	West Evanston	991,936	143,787	848,149	3,065,183	3,065,125
340	Dempster-Dodge-TIF	255,131	59,308	195,823	844,081	844,023
345	Chicago Main-TIF	659,998	315,011	344,986	2,603,231	2,603,174
350	Special Service Area (SSA) #6	106,761	101,639	5,122	39,347	261,210
355	Special Service Area (SSA) #7	73,052	71,826	1,226	15,561	15,561
360	Special Service Area (SSA) #8	31,533	30,974	559	7,713	7,712
365	Five-Fifth TIF	431,519	2,356	429,164	291,775	291,717
415	Capital Improvements	465,491	2,662,233	(2,196,742)	(9,273,641)	(3,323,076)
416	Crown Construction	107,317	206,392	(99,075)	4,705,032	4,705,032
417	Crown Community CTR Maintenance	58,332	-	58,332	723,373	723,373
420	Special Assessment	96,690	30,688	66,002	629,060	629,060
505	Parking	3,105,427	3,224,814	(119,387)	1,212,260	1,678,795
510-513	Water	7,391,777	7,304,496	87,281	911,253	1,373,303
515	Sewer	2,679,053	1,773,486	905,567	10,197,066	7,882,832
520	Solid Waste	2,290,957	1,724,191	566,766	3,448,328	2,241,739
600	Fleet	1,463,174	985,131	478,043	1,859,563	327,900
601	Equipment Replacement	323,781	550,611	(226,830)	3,916,173	732,694
605	Insurance	6,746,841	8,116,681	(1,369,840)	2,020,291	3,254,453

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 April 30, 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 04/30/2024)					
Account Description	100 GENERAL FUND	177 REPARATIONS FUND	700 FIRE PENSION FUND	705 POLICE PENSION FUND	Grand Total
STATE INCOME TAX	5,244,967	-	-	-	5,244,967
PROPERTY TAXES	4,704,419	-	-	-	4,704,419
RECREATION PROGRAM FEES	2,965,289	-	-	-	2,965,289
BUILDING PERMITS	2,914,729	-	-	-	2,914,729
SALES TAX - BASIC	2,023,736	-	-	-	2,023,736
SALES TAX - HOME RULE	1,505,408	-	-	-	1,505,408
TICKET FINES-PARKING	1,043,276	-	-	-	1,043,276
ELECTRIC UTILITY TAX	858,313	-	-	-	858,313
AMBULANCE SERVICE	851,323	-	-	-	851,323
PARKING TAX	829,485	-	-	-	829,485
REAL ESTATE TRANSFER TAX		745,130			745,130
LIQUOR TAX	718,767	-	-	-	718,767
NATURAL GAS UTILITY TAX	642,603	-	-	-	642,603
INVESTMENT INCOME	603,422	-	-	-	603,422
PERSONAL PROPERTY REPLACEMENT TAX	489,832	-	-	-	489,832
MUNICIPAL HOTEL TAX	442,106	-	-	-	442,106

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 amounts shown in the table above were March allocations (received in May).

The unaudited financials as of April 30, 2024, show the General Fund with a fund balance of \$47,897,671 and cash balance of \$40,540,323. The attached financials show General Fund revenues at 37% and expenses at 35%.

General Fund Expenses by Category:

General Fund	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
Expenses						
Salary and Benefits	88,012,393	27,139,998	31%	75,748,150	26,684,428	35%
Insurance and Other Chargebacks	29,518,684	14,607,745	49%	28,934,436	16,987,500	59%
Services and Supplies	19,446,153	4,712,814	24%	694,500	57,740	8%
Capital Outlay	272,000	2,749,257	1011%	16,965,457	3,707,390	22%
Interfund Transfers	4,887,100	1,379,032	28%	4,248,750	3,780,808	89%
Miscellaneous	1,545,213	116,158	8%	617,822	(88,808)	-14%
Contingencies	126,000	206	0%	408,500	83,719	20%
Community Sponsored Organizations	120,000	-	0%	120,000	2,599	2%
Expenses Total	143,927,543	50,705,210	35%	127,737,614	51,215,376	40%

Through April 30, 2024, Police spent 28% of budget for overtime, and Fire spent 25% of the annual budget.

Overtime Expenses	2023 Actual	2024 Budget	2024 YTD	% Budget
Police	\$1,862,988	\$ 1,736,349	489,471	28%
Fire	\$1,005,238	\$ 1,084,000	275,486	25%

Enterprise Funds

Through April 30, 2024, the Water Fund is showing a fund balance of \$911,253 and a cash balance of \$1,373,303. Capital projects funded by IEPA loans have begun. These projects are budgeted in Other Revenue and expenses in Capital Outlay. These projects have been drawing on the existing fund balance while the City moves forward with a 2024 GO Bond issuance.

Other Funds

Through April 30, 2024, the Capital Improvements Fund is showing a negative fund balance of \$9,273,641 and a negative cash balance of \$3,323,076. 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. In March, the Finance and Budget Committee recommended that the City move forward with issuance of GO Bonds in 2024 for CIP projects.

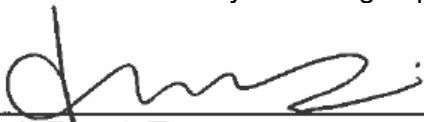
Through April 30, 2024, the Fleet Fund is showing a fund balance of \$1,859,563 and a cash balance of \$327,900. This difference is largely a result of inventory on hand that is reflected as an asset in the fund balance but reduced from the cash balance.

Through April 30, 2024, the Insurance Fund is showing a fund balance of \$2,020,291 and a cash balance of \$3,254,453.

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 April 30, 2024 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

Fund	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
100 GENERAL FUND						
Revenue						
Charges for Services	11,655,200	4,144,593	36%	8,785,075	3,845,263	44%
Fines and Forfeitures	3,725,000	1,127,426	30%	3,632,500	1,189,585	33%
Interest Income	500,000	603,422	121%	55,000	406,148	738%
Interfund Transfers	9,623,390	2,707,796	28%	7,733,949	2,577,980	33%
Intergovernmental Revenue	3,966,034	1,117,651	28%	3,116,184	1,178,346	38%
Licenses, Permits and Fees	7,336,450	4,271,702	58%	7,543,450	2,840,200	38%
Other Revenue	1,301,500	309,636	24%	1,168,600	321,669	28%
Other Taxes	66,300,000	19,648,359	30%	56,570,000	21,030,094	37%
Property Taxes	29,047,402	15,157,109	52%	29,047,402	15,589,708	54%
Revenue Total	133,454,976	49,087,694	37%	117,652,160	48,978,993	42%
Expenses						
12 LEGISLATIVE	-	4,687				
13 CITY COUNCIL	594,133	192,953	32%	658,324	193,072	29%
14 CITY CLERK	535,355	119,469	22%	360,108	115,667	32%
15 CITY MANAGER'S OFFICE	10,177,532	1,941,344	19%	8,143,075	4,387,747	54%
17 LAW	1,354,786	336,576	25%	988,558	275,560	28%
19 ADMINISTRATIVE SERVICES	15,148,003	4,165,138	27%	12,537,670	3,829,896	31%
21 COMMUNITY DEVELOPMENT	4,687,076	1,133,681	24%	4,183,421	1,161,266	28%
22 POLICE	35,221,511	11,995,994	34%	29,214,097	11,227,591	38%
23 FIRE MGMT & SUPPORT	22,110,663	6,604,349	30%	18,689,924	6,682,011	36%
24 HEALTH	1,817,273	538,215	30%	1,413,058	610,031	43%
30 PARKS AND RECREATION	14,547,351	6,418,177	44%	12,751,313	2,960,804	23%
40 PUBLIC WORKS AGENCY	15,868,893	4,011,901	25%	13,708,631	4,076,035	30%
99 NON-DEPARTMENTAL	21,864,968	13,242,728	61%	25,089,436	15,695,696	63%
Expenses Total	143,927,543	50,705,210	35%	127,737,614	51,215,376	40%

170 AMERICAN RESCUE PLAN

Revenue						
Interest Income	50,000	475,281	951%	-	445,249	
Other Revenue	-	-				
Revenue Total	50,000	475,281	951%	-	445,249	
Expenses						
Capital Outlay	10,188,900	510,229	5%	800,000	300,848	38%
Community Sponsored Organizations	-	162,500				
Insurance and Other Chargebacks	100,000	-	0%	850,000	-	0%
Interfund Transfers	1,250,000	-	0%	2,600,000	-	0%
Miscellaneous	10,294,191	80,948	1%	18,500,000	229,380	1%
Salary and Benefits				-	148,975	
Services and Supplies	3,275,000	77,881	2%	-	232,845	
Expenses Total	25,108,091	831,558	3%	22,750,000	912,048	4%

175 GENERAL ASSISTANCE FUND

Revenue						
Interest Income	1,000	25,987	2599%	1,000	12,448	1245%
Other Revenue	27,500	3,766	14%	27,500	-	0%
Property Taxes	1,050,000	684,168	65%	1,300,000	692,352	53%
Revenue Total	1,078,500	713,921	66%	1,328,500	704,800	53%
Expenses						
Miscellaneous	7,000	1,112	16%	7,000	3,974	57%
Salary and Benefits	539,408	174,655	32%	488,738	169,291	35%
Services and Supplies	874,482	201,918	23%	864,482	184,765	21%
Expenses Total	1,420,890	377,686	27%	1,360,220	358,031	26%

176 HUMAN SERVICES FUND

Revenue						
Interest Income	6,000	17,282	288%	-	9,919	
Intergovernmental Revenue	114,000	288,887	253%	114,000	56,835	50%
Other Revenue	20,000	-	0%	2,000	8,000	400%
Property Taxes	3,360,000	1,680,000	50%	3,110,000	1,555,000	50%
Revenue Total	3,500,000	1,986,169	57%	3,226,000	1,629,754	51%
Expenses						
Community Sponsored Organizations	60,000	49,711	83%	60,000	257,713	430%
Miscellaneous	210,000	23,946	11%	213,000	46,277	22%
Salary and Benefits	2,654,369	788,676	30%	2,373,285	612,360	26%
Services and Supplies	2,334,063	48,020	2%	1,804,973	25,402	1%
Expenses Total	5,258,432	910,351	17%	4,451,258	941,752	21%

177 REPARATIONS FUND

Revenue						
Interest Income	2,500	20,461	818%	-	3,528	
Intergovernmental Revenue	100,000	-	0%			
Other Revenue	-	3,424		-	433	
Other Taxes	1,400,000	745,130	53%	3,400,000	897,417	26%
Revenue Total	1,502,500	769,015	51%	3,400,000	901,378	27%
Expenses						
Miscellaneous	3,400,000	1,913,466	56%	3,400,000	49,478	1%
Services and Supplies	101,000	25,377	25%	-	679	
Expenses Total	3,501,000	1,938,843	55%	3,400,000	50,158	1%

178 SUSTAINABILITY FUND

Revenue						
Interest Income	2,000	8,244	412%	-	2,815	
Interfund Transfers	700,000	66,668	10%	200,000	66,668	33%
Intergovernmental Revenue	10,000	-	0%			
Licenses, Permits and Fees	500,000	149,324	30%	500,000	166,302	33%
Other Revenue	650,000	-	0%	500,000	-	0%
Revenue Total	1,862,000	224,236	12%	1,200,000	235,785	20%
Expenses						
Community Sponsored Organizations	500,000	-	0%			
Miscellaneous	525,000	-	0%			
Salary and Benefits	250,368	76,378	31%	256,893	6,139	2%
Services and Supplies	725,120	93,985	13%	546,000	51,971	10%
Expenses Total	2,000,488	170,362	9%	802,893	58,110	7%

180 GOOD NEIGHBOR FUND

Revenue						
Interest Income	1,000	1,967	197%	-	5,589	
Other Revenue	3,000,000	-	0%			
Revenue Total	3,001,000	1,967	0%	-	5,589	
Expenses						
Capital Outlay				-	75,000	
Interfund Transfers	3,000,000	-	0%	85,000	-	0%
Miscellaneous	314,000	-	0%	-	225,000	
Services and Supplies	-	77		-	61	
Expenses Total	3,314,000	77	0%	85,000	300,061	353%

185 LIBRARY FUND**Revenue**

Charges for Services	400	1,418	354%	400	131	33%
Interest Income	25,000	94,863	379%	21,600	60,117	278%
Interfund Transfers	216,999	-	0%	250,000	-	0%
Intergovernmental Revenue	200,213	4,226	2%	209,866	27,100	13%
Library Revenue	109,394	41,111	38%	155,394	24,860	16%
Other Revenue	405,000	81,009	20%	405,000	66,495	16%
Property Taxes	8,213,664	3,952,927	48%	7,535,472	3,837,581	51%
Revenue Total	9,170,670	4,175,554	46%	8,577,732	4,016,285	47%

Expenses

Capital Outlay	3,500	-	0%	1,500	-	0%
Insurance and Other Chargebacks	-	168				
Interfund Transfers	360,325	120,104	33%	305,325	101,772	33%
Salary and Benefits	7,264,128	1,841,727	25%	6,393,544	1,830,051	29%
Services and Supplies	2,313,194	522,240	23%	2,247,673	550,154	24%
Expenses Total	9,941,147	2,484,239	25%	8,948,042	2,481,977	28%

186 LIBRARY DEBT SERVICE FUND**Revenue**

Property Taxes	574,677	287,338	50%	507,913	-	0%
Revenue Total	574,677	287,338	50%	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	-	0%	950,000	253,980	27%
Expenses Total	550,000	-	0%	950,000	253,980	27%

200 MOTOR FUEL TAX FUND

Revenue						
Interest Income	15,000	120,047	800%	12,000	54,857	457%
Intergovernmental Revenue	2,986,239	1,098,278	37%	2,700,000	1,042,466	39%
Revenue Total	3,001,239	1,218,325	41%	2,712,000	1,097,324	40%
Expenses						
Capital Outlay	4,405,000	6,167	0%	2,778,600	-	0%
Salary and Benefits	325,000	-	0%	325,000	-	0%
Services and Supplies	1,890,000	296,508	16%	1,038,000	183,388	18%
Expenses Total	6,620,000	302,675	5%	4,141,600	183,388	4%

205 EMERGENCY TELEPHONE (E911) FUND

Revenue						
Interest Income	7,000	11,276	161%	7,000	7,775	111%
Other Taxes	1,450,000	361,300	25%	1,400,000	367,001	26%
Revenue Total	1,457,000	372,576	26%	1,407,000	374,776	27%
Expenses						
Capital Outlay	480,000	9,310	2%	450,000	42,291	9%
Insurance and Other Chargebacks	19,142	6,380	33%	19,142	6,380	33%
Interfund Transfers	100,000	33,332	33%	90,000	30,000	33%
Miscellaneous	-	338				
Salary and Benefits	810,331	221,519	27%	758,058	265,075	35%
Services and Supplies	368,350	71,937	20%	355,000	143,172	40%
Expenses Total	1,777,823	342,816	19%	1,672,200	486,918	29%

210 SPECIAL SERVICE AREA (SSA) #9

Revenue						
Interest Income	-	4,983		-	402	
Interfund Transfers				206,750	206,750	100%
Property Taxes	592,665	325,032	55%	595,000	315,569	53%
Revenue Total	592,665	330,016	56%	801,750	522,721	65%
Expenses						
Services and Supplies	575,000	325,032	57%	575,000	-	0%
Expenses Total	575,000	325,032	57%	575,000	-	0%

215 CDBG FUND

Revenue						
Interest Income	-	3,388		-	1,822	
Intergovernmental Revenue	3,068,463	6,470	0%	3,629,000	108,987	3%
Revenue Total	3,068,463	9,857	0%	3,629,000	110,809	3%
Expenses						
Capital Outlay	-	6,470		-	82,105	
Community Sponsored Organizations	75,000	-	0%	75,000	43,460	58%
Miscellaneous	2,341,499	-	0%	2,576,376	9,029	0%
Salary and Benefits	681,559	164,939	24%	702,459	143,113	20%
Services and Supplies	17,480	3,979	23%	307,200	4,821	2%
Expenses Total	3,115,538	175,388	6%	3,661,035	282,527	8%

220 CDBG LOAN FUND

Revenue						
Interest Income	5,000	8,252	165%	-	6,523	
Other Revenue	443,121	2,699	1%	100,000	40,452	40%
Revenue Total	448,121	10,951	2%	100,000	46,975	47%
Expenses						
Services and Supplies	440,000	-	0%	325,000	8,564	3%
Expenses Total	440,000	-	0%	325,000	8,564	3%

235 NEIGHBORHOOD IMPROVEMENT

Revenue						
Interest Income	-	239		-	177	
Revenue Total	-	239		-	177	
Expenses						
Services and Supplies	-	1		-	2	
Expenses Total	-	1		-	2	

240 HOME FUND

Revenue						
Interest Income	150	145	97%	150	332	221%
Intergovernmental Revenue	2,345,000	-	0%	650,000	-	0%
Other Revenue	25,000	9,003	36%	25,000	6,971	28%
Revenue Total	2,370,150	9,148	0%	675,150	7,303	1%
Expenses						
Insurance and Other Chargebacks	1,150,000	-	0%			
Miscellaneous	2,000	207	10%	2,000	-	0%
Salary and Benefits	68,137	15,034	22%	70,572	18,932	27%
Services and Supplies	801,065	8,768	1%	582,266	610	0%
Expenses Total	2,021,202	24,009	1%	654,838	19,542	3%

250 AFFORDABLE HOUSING FUND

Revenue						
Interest Income	8,000	53,340	667%	4,500	39,412	876%
Interfund Transfers	1,000,000	-	0%			
Intergovernmental Revenue	145,000	23,708	16%	145,000	4,605	3%
Other Revenue	130,000	32,917	25%	130,600	32,500	25%
Other Taxes	50,000	-	0%	50,000	-	0%
Revenue Total	1,333,000	109,965	8%	330,100	76,517	23%
Expenses						
Community Sponsored Organizations	154,000	55,011	36%	166,000	4,605	3%
Insurance and Other Chargebacks	11,000	-	0%	12,000	-	0%
Miscellaneous	1,051,500	2,320	0%	53,500	786	1%
Salary and Benefits	41,038	15,034	37%	130,126	24,321	19%
Services and Supplies	1,670,000	11,920	1%	1,565,000	155,338	10%
Expenses Total	2,927,538	84,284	3%	1,926,626	185,049	10%

320 DEBT SERVICE FUND

Revenue						
Interest Income	10,000	19,433	194%	10,000	49,298	493%
Interfund Transfers	2,693,941	536,764	20%	2,918,969	772,992	26%
Other Revenue	-	301				
Property Taxes	12,766,093	6,839,591	54%	12,878,258	7,193,731	56%
Revenue Total	15,470,034	7,396,089	48%	15,807,227	8,016,020	51%
Expenses						
Debt Service	15,460,034	-	0%	15,797,123	-	0%
Interfund Transfers	-	-				
Miscellaneous				-	(8,114)	
Services and Supplies	6,600	6,304	96%	6,600	12	0%
Expenses Total	15,466,634	6,304	0%	15,803,723	(8,102)	0%

330 HOWARD-RIDGE TIF FUND

Revenue						
Interest Income	10,000	32,780	328%	10,000	27,636	276%
Other Revenue	5,000	3,500	70%	5,000	17,500	350%
Property Taxes	1,100,000	569,138	52%	1,100,000	630,474	57%
Revenue Total	1,115,000	605,418	54%	1,115,000	675,610	61%
Expenses						
Capital Outlay	50,000	-	0%	785,000	10,000	1%
Interfund Transfers	363,513	121,172	33%	395,913	131,972	33%
Miscellaneous				-	122,367	
Services and Supplies	65,000	7,519	12%	250,000	115,146	46%
Expenses Total	478,513	128,691	27%	1,430,913	379,485	27%

335 WEST EVANSTON TIF FUND

Revenue						
Interest Income	5,000	44,759	895%	5,000	32,027	641%
Other Revenue				10,000	-	0%
Property Taxes	1,450,000	947,177	65%	1,450,000	804,439	55%
Revenue Total	1,455,000	991,936	68%	1,465,000	836,466	57%
Expenses						
Capital Outlay	3,315,000	38,830	1%	3,660,000	-	0%
Interfund Transfers	75,000	25,000	33%	75,000	25,000	33%
Miscellaneous	12,000	-	0%	200,000	560,000	280%
Services and Supplies	1,005,000	79,957	8%	5,000	9,988	200%
Expenses Total	4,407,000	143,787	3%	3,940,000	594,988	15%

340 DEMPSTER-DODGE TIF FUND

Revenue						
Interest Income	1,000	11,629	1163%	1,000	4,877	488%
Property Taxes	180,000	243,502	135%	180,000	121,726	68%
Revenue Total	181,000	255,131	141%	181,000	126,604	70%
Expenses						
Interfund Transfers	176,857	58,952	33%	174,483	58,160	33%
Services and Supplies	2,000	356	18%	2,000	4,991	250%
Expenses Total	178,857	59,308	33%	176,483	63,151	36%

345 CHICAGO-MAIN TIF

Revenue						
Interest Income	5,000	38,794	776%	2,500	22,683	907%
Other Revenue	1,880,000	50,000	3%	1,880,000	-	0%
Property Taxes	1,000,000	571,203	57%	1,000,000	650,452	65%
Revenue Total	2,885,000	659,998	23%	2,882,500	673,135	23%
Expenses						
Capital Outlay	260,000	222,413	86%	2,469,000	3,178	0%
Interfund Transfers	272,480	90,828	33%	271,355	90,452	33%
Miscellaneous	250,000	-	0%	250,000	-	0%
Services and Supplies	15,010	1,770	12%	5,000	9,986	200%
Expenses Total	797,490	315,011	40%	2,995,355	103,616	3%

350 SPECIAL SERVICE AREA (SSA) #6

Revenue						
Interest Income	250	5,435	2174%	250	3,073	1229%
Property Taxes	221,000	101,326	46%	221,000	118,344	54%
Revenue Total	221,250	106,761	48%	221,250	121,417	55%
Expenses						
Services and Supplies	220,000	101,639	46%	220,000	(117,144)	-53%
Expenses Total	220,000	101,639	46%	220,000	(117,144)	-53%

355 SPECIAL SERVICE AREA (SSA) #7

Revenue						
Interest Income	200	1,226	613%	200	626	313%
Property Taxes	142,000	71,826	51%	142,000	77,003	54%
Revenue Total	142,200	73,052	51%	142,200	77,629	55%
Expenses						
Services and Supplies	140,000	71,826	51%	140,000	-	0%
Expenses Total	140,000	71,826	51%	140,000	-	0%

360 SPECIAL SERVICE AREA (SSA) #8

Revenue						
Interest Income	-	559		-	248	
Property Taxes	60,200	30,974	51%	60,200	33,287	55%
Revenue Total	60,200	31,533	52%	60,200	33,536	56%
Expenses						
Services and Supplies	60,200	30,974	51%	60,200	-	0%
Expenses Total	60,200	30,974	51%	60,200	-	0%

365 FIVE FIFTH TIF FUND

Revenue						
Interest Income	-	1,189				
Property Taxes	-	430,331				
Revenue Total	-	431,519				
Expenses						
Capital Outlay				-	131,410	
Miscellaneous				-	3,837	
Services and Supplies	100,000	2,356	2%	100,000	4,990	5%
Expenses Total	100,000	2,356	2%	100,000	140,237	140%

415 CAPITAL IMPROVEMENTS FUND

Revenue						
Interest Income	-	40,280		-	63,989	
Interfund Transfers				85,000	2,399,226	2823%
Intergovernmental Revenue	1,470,000	363,683	25%	4,592,500	-	0%
Other Revenue	23,283,500	61,528	0%	17,350,000	24,745	0%
Revenue Total	24,753,500	465,491	2%	22,027,500	2,487,960	11%
Expenses						
Capital Outlay	23,358,500	2,280,188	10%	22,492,500	732,542	3%
Miscellaneous				-	(36,345)	
Services and Supplies	1,860,000	382,045	21%	-	237,041	
Expenses Total	25,218,500	2,662,233	11%	22,492,500	933,238	4%

416 CROWN CONSTRUCTION FUND

Revenue						
Interest Income	10,000	107,317	1073%	10,000	85,200	852%
Other Revenue	1,000,000	-	0%	1,000,000	-	0%
Revenue Total	1,010,000	107,317	11%	1,010,000	85,200	8%
Expenses						
Capital Outlay	200,000	-	0%	200,000	-	0%
Interfund Transfers	619,118	206,372	33%	945,000	315,000	33%
Miscellaneous				-	3,295	
Services and Supplies	60	20	33%	-	20	
Expenses Total	819,178	206,392	25%	1,145,000	318,315	28%

417 CROWN COMMUNITY CTR MAINTENANCE

Revenue						
Interfund Transfers	175,000	58,332	33%	175,000	58,332	33%
Revenue Total	175,000	58,332	33%	175,000	58,332	33%
Expenses						
Capital Outlay	175,000	-	0%	175,000	-	0%
Expenses Total	175,000	-	0%	175,000	-	0%

420 SPECIAL ASSESSMENT FUND

420 SPECIAL ASSESSMENT FUND						
Revenue						
Interest Income	35,000	11,933	34%	30,000	22,012	73%
Other Taxes	125,000	84,757	68%	125,000	91,142	73%
Revenue Total	160,000	96,690	60%	155,000	113,154	73%
Expenses						
Capital Outlay	452,500	-	0%	375,000	-	0%
Interfund Transfers	425,652	30,668	7%	455,360	151,784	33%
Services and Supplies	50	20	40%	-	20	
Expenses Total	878,202	30,688	3%	830,360	151,804	18%
505 PARKING SYSTEM FUND						
Revenue						
Charges for Services	8,420,000	2,949,727	35%	8,308,975	2,729,309	33%
Interest Income	25,000	42,761	171%	20,000	23,834	119%
Intergovernmental Revenue	1,100,000	-	0%	1,100,000	-	0%
Other Revenue	422,900	112,938	27%	486,700	139,115	29%
Revenue Total	9,967,900	3,105,427	31%	9,915,675	2,892,258	29%
Expenses						
Capital Outlay	-	-		1,600,000	-	0%
Debt Service	79,150	-	0%	76,150	-	0%
Insurance and Other Chargebacks	369,077	123,024	33%	369,077	123,024	33%
Interfund Transfers	3,180,390	1,060,128	33%	3,132,390	1,044,128	33%
Miscellaneous				50,000	(3,128)	-6%
Salary and Benefits	1,582,397	507,628	32%	1,716,539	494,079	29%
Services and Supplies	4,220,350	1,534,035	36%	4,340,316	1,336,716	31%
Expenses Total	9,431,364	3,224,814	34%	11,284,472	2,994,819	27%

510 WATER FUND**Revenue**

Charges for Services	25,259,051	7,270,700	29%	24,378,734	6,606,783	27%
Interest Income	70,000	64,417	92%	70,000	77,598	111%
Licenses, Permits and Fees	50,000	29,256	59%	50,000	7,417	15%
Other Revenue	66,234,150	27,404	0%	51,039,150	2,783,666	5%

Revenue Total **91,613,201** **7,391,777** **8%** **75,537,884** **9,475,464** **13%**

Expenses

Capital Outlay	58,470,500	1,735,593	3%	388,400	-	0%
Contingencies	1,000	-	0%	1,000	-	0%
Debt Service	4,826,609	323,660	7%	4,072,486	33,752	1%
Insurance and Other Chargebacks	1,665,135	561,846	34%	1,665,135	555,330	33%
Interfund Transfers	4,363,000	1,454,336	33%	4,229,559	1,409,856	33%
Miscellaneous	10,000	-	0%	15,000	(49,001)	-327%
Salary and Benefits	7,936,849	1,923,440	24%	7,110,142	1,950,959	27%
Services and Supplies	10,284,310	1,422,350	14%	5,908,008	801,383	14%

Expenses Total **87,557,403** **7,421,225** **8%** **23,389,730** **4,702,278** **20%**

513 WATER DEPR IMPRV & EXTENSION FUND**Expenses**

Capital Outlay	-	746,239		57,780,500	15,610	0%
Services and Supplies	-	1,572		11,700	165,353	1413%

Expenses Total **-** **747,811** **57,792,200** **180,963** **0%**

515 SEWER FUND

515 SEWER FUND						
Revenue						
Charges for Services	10,229,424	2,637,801	26%	10,240,424	2,554,213	25%
Interest Income	25,000	40,484	162%	25,000	21,598	86%
Other Revenue	1,000	768	77%	1,000	-	0%
Revenue Total	10,255,424	2,679,053	26%	10,266,424	2,575,811	25%
Expenses						
Capital Outlay	2,950,000	-	0%	3,050,700	54,957	2%
Debt Service	3,550,270	820,389	23%	3,809,232	992,008	26%
Insurance and Other Chargebacks	369,800	123,268	33%	369,800	123,268	33%
Interfund Transfers	1,271,321	423,772	33%	883,858	294,620	33%
Miscellaneous				1,500	(20,663)	-1378%
Salary and Benefits	1,546,276	383,151	25%	1,386,579	425,820	31%
Services and Supplies	1,718,600	22,906	1%	1,750,300	(56,940)	-3%
Expenses Total	11,406,267	1,773,486	16%	11,251,969	1,813,070	16%
520 SOLID WASTE FUND						
Revenue						
Charges for Services	4,902,674	1,454,134	30%	4,669,000	1,348,660	29%
Interest Income	3,000	3,525	118%			
Interfund Transfers	100,000	-	0%			
Licenses, Permits and Fees	375,000	163,573	44%	389,000	94,510	24%
Other Revenue	38,000	3,475	9%	122,000	51,172	42%
Property Taxes	1,332,500	666,250	50%	1,332,500	666,250	50%
Revenue Total	6,751,174	2,290,957	34%	6,512,500	2,160,593	33%
Expenses						
Capital Outlay	850,000	17,008	2%	525,000	18,536	4%
Interfund Transfers	418,600	139,532	33%	322,000	107,332	33%
Miscellaneous	30,000	8,616	29%	15,000	2,579	17%
Salary and Benefits	1,893,717	519,363	27%	1,651,410	512,884	31%
Services and Supplies	4,081,466	1,039,672	25%	3,935,115	1,066,278	27%
Expenses Total	7,273,783	1,724,191	24%	6,448,525	1,707,609	26%

600 FLEET SERVICES FUND

Revenue						
Charges for Services	4,216,140	1,405,376	33%	3,244,440	1,081,476	33%
Interest Income	1,000	-	0%	1,000	-	0%
Other Revenue	44,000	57,798	131%	69,000	-	0%
Revenue Total	4,261,140	1,463,174	34%	3,314,440	1,081,476	33%
Expenses						
Capital Outlay	-	780		-	2,145	
Salary and Benefits	1,624,232	494,051	30%	1,417,422	469,783	33%
Services and Supplies	2,588,890	490,300	19%	2,044,557	621,109	30%
Expenses Total	4,213,122	985,131	23%	3,461,979	1,093,037	32%

601 EQUIPMENT REPLACEMENT FUND

Revenue						
Charges for Services	754,885	251,628	33%	754,885	251,628	33%
Interest Income	2,000	11,163	558%	-	6,707	
Intergovernmental Revenue	1,250,000	-	0%	1,500,000	-	0%
Other Revenue	25,000	60,990	244%	25,000	3,088	12%
Revenue Total	2,031,885	323,781	16%	2,279,885	261,423	11%
Expenses						
Capital Outlay	3,365,167	550,200	16%	2,700,000	617,248	23%
Services and Supplies	-	411		-	73	
Expenses Total	3,365,167	550,611	16%	2,700,000	617,321	23%

605 INSURANCE FUND

Revenue						
Charges for Services	-	911				
Insurance	10,098,091	3,160,406	31%	9,444,453	3,083,300	33%
Interest Income	-	10,501				
Other Revenue	12,859,571	3,298,623	26%	11,448,112	3,475,314	30%
Workers Compensation and Liability	886,000	276,400	31%	862,500	606,152	70%
Revenue Total	23,843,662	6,746,841	28%	21,755,065	7,164,765	33%
Expenses						
Insurance and Other Chargebacks	19,330,965	5,758,214	30%	16,765,000	5,190,147	31%
Salary and Benefits	3,805	1,946	51%	4,287	28,891	674%
Services and Supplies	3,660,000	2,356,522	64%	3,244,200	1,586,309	49%
Expenses Total	22,994,770	8,116,681	35%	20,013,487	6,805,347	34%



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: June 7, 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, May 30, 2024 - June 5, 2024

Backlog (business days received until reviewed): 10

Volume (number of cases pending initial staff review): 31

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	1508 Hinman Avenue	R6	Building Permit	Patio	04/03/24	pending additional information from the applicant
1	2326 Orrington Avenue	R1	Building Permit	Deck	04/16/24	pending additional information from the applicant
1	144 Greenwood Street	R1	Building Permit	Install a modular ramp with handrails	04/29/24	pending additional information from the applicant
1	1621 Chicago Avenue	D4	Zoning Analysis	Planned Development for a new 12 story mixed-use building with approx. 6,800 sf ground floor retail, 110 dwelling units (includes 8 affordable units), and 48 enclosed parking spaces	05/01/24	pending additional information from the applicant
1	1616 Orrington Avenue	D2	Building Permit	Interior alteration of existing commercial space for dentist office	05/08/24	pending Administrative Review Use application submittal by the applicant
1	2115 Sherman Avenue	R4a	Zoning Analysis	Demolish existing multi-story rear porches, stairs, and screened-in porch, construct mud room, deck, and pool	05/21/24	pending staff review
1	1615 Judson Avenue	R1	Building Permit	Remove/replace front walk	05/29/24	pending staff review
1	1616 Orrington Avenue	D2	Zoning Analysis	Administrative Review Use for ground floor office - dentist office	06/03/24	pending staff review
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	1425 Davis Street	R1	Building Permit	Replace patio, new seat wall and fire pit	04/23/24	pending additional information from the applicant
2	2118 Lake Street	R2	Building Permit	Patio and retaining wall	05/01/24	pending additional information from the applicant
2	1732 Wesley Avenue	R1	Building Permit	Addition and interior remodel	05/20/24	pending revision from the applicant
2	1809 Crain Street	R3	Building Permit	Detached garage	05/21/24	pending staff review
2	1319 McDaniel Avenue	R2	Building Permit	New single-family dwelling (ETHS project)	05/28/24	pending staff review
2	1315 McDaniel Avenue, Unit A	R2	Building Permit	Interior remodel	05/29/24	pending staff review
2	1315 McDaniel Avenue, Unit B	R2	Building Permit	Interior remodel	05/29/24	pending staff review
2	1504 Ashland Avenue	R3	Building Permit	Addition	05/31/24	pending staff review
2	1219 Dewey Avenue	R3	Building Permit	Garage with ADU	06/04/24	pending staff review
3	1310 Chicago Avenue	B2	Building Permit	Interior remodel for juice bar (Peeled Juice Bar)	05/16/24	pending Administrative Review Use application submittal by the applicant
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	910 Custer Avenue	MXE	Zoning Analysis	New 5-story multi-family dwelling building with 230 dwelling units (23 affordable units) and 48 surface parking spaces	04/23/24	non-compliant, pending Planned Development application
4	1217 Lee Street	R1	Building Permit	Replacing rear deck and interior remodel	05/07/24	pending additional information from the applicant
4	711 Washington Street	R4	Building Permit	Remove pavers, install concrete and hot tub	05/23/24	pending staff review
4	920 Elmwood Avenue	R3	Building Permit	Shed	05/28/24	pending staff review
4	1426 Elmwood Avenue	R5	Building Permit	Remove and replace driveway	05/29/24	pending staff review
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	829 Gaffield Place	R4a	Building Permit	Detached ADU	03/25/24	non-compliant, pending revisions and additional information from the applicant
5	2209 Emerson Street	R3	Building Permit	Deck	03/25/24	pending additional information from the applicant
5	1601 Simpson Street	B1	Building Permit	Interior alteration (Infant Welfare Society of Evanston)	04/24/24	non-compliant, pending special use
5	1739 Dodge Avenue	R4	Building Permit	Driveway and a parking space	05/01/24	pending additional information and revisions from the applicant
5	2050 Green Bay Road	B2/oWE	Building Permit	Overlay pavement, repair storm sewer, sealcoat and strip (Public Storage)	05/09/24	pending additional information from the applicant
5	2027 Brown Avenue	R3	Building Permit	Concrete parking pad behind garage	05/09/24	pending additional information from the applicant
5	1908 Foster Street	R3	Building Permit	Deck	05/14/24	pending additional information from the applicant
5	2112 Asbury Avenue	R3	Building Permit	Remove deck, replace with paver patio	05/16/24	pending additional information from the applicant
5	1808 Hovland Court	R3	Building Permit	New shed dormer at 2nd story and interior rehab	05/21/24	pending staff review
5	1715 McDaniel Avenue	R2	Building Permit	Rooftop mounted solar panels	05/21/24	pending staff review
5	1935 Brown Avenue	R3	Building Permit	Patio	05/23/24	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	2635 Crawford Avenue	R2	Zoning Analysis	New single-family dwelling with attached garage	03/27/24	non-compliant, pending revisions from the applicant
6	2635 Crawford Avenue	R2	Building Permit	New single-family dwelling with attached garage	03/28/24	pending zoning analysis review
6	2232 Central Park Avenue	R1	Building Permit	In-ground pool and spa	04/16/24	non-compliant, pending revisions from the applicant
6	2739 Colfax Street	R1	Building Permit	Remove concrete pad, replace with paver patio	04/17/24	pending additional information and/or revisions from the applicant
6	2703 Hartzell Street	R1	Building Permit	Carport and concrete slab	05/01/24	pending additional information/revisions from the applicant
6	2722 Payne Street	R1	Building Permit	Patio	05/02/24	pending additional information from the applicant
6	2140 Ewing Avenue	R1	Building Permit	Deck	05/07/24	pending additional information from the applicant
6	2517 Thayer Street	R1	Building Permit	Concrete slab	05/09/24	pending additional information and revisions from the applicant
6	2715 Ewing Avenue	R1	Building Permit	Remove and replace main stoop and front walk	05/09/24	non-compliant, pending additional information/revisions from the applicant
6	3020 Grant Street	R1	Zoning Analysis	2nd story addition over existing 1st story	05/13/24	pending additional information from the applicant
6	2402 Lincoln Street	R1	Building Permit	Addition and interior remodel	05/14/24	pending additional information from the applicant
6	2620 Bennett Avenue	R1	Building Permit	1-story addition and interior renovation	05/21/24	pending staff review
6	2734 Noyes Street	R1	Building Permit	Rooftop mounted solar panels	05/22/24	pending staff review
6	2915 Colfax Street	R1	Building Permit	Replace patio	05/22/24	pending staff review
6	3220 Otto Lane	R1	Building Permit	Deck	05/23/24	pending staff review
6	2909 Colfax Street	R1	Building Permit	Stoop and front walk	05/24/24	pending staff review
6	3237 Thayer Street	R1	Building Permit	Remodel sunroom into living space	05/29/24	pending staff review
6	2325 Hastings Avenue	R1	Zoning Analysis	Remove attic, construct 2nd story addition, new deck, replace front concrete stair with wood	05/31/24	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	2235 Campus Drive	U3	Building Permit	Temporary bleachers (NU)	05/16/24	revisions submitted by applicant, pending staff review
7	1826 Grant Street	R1	Building Permit	Paver patio	05/23/24	pending staff review
7	2436 Prairie Avenue	R3	Building Permit	Replace front porch decking	05/29/24	pending staff review
7	1227 Isabella Street	R4	Building Permit	Remove, repave, and strip asphalt parking lot	06/04/24	pending staff review
8	141 Dodge Avenue	R4	Building Permit	Detached garage	11/17/23	pending additional information from the applicant
8	1004 Brummel Street	R2	Building Permit	Deck, paver patio and walk	05/20/24	pending revisions from the applicant
9	1825 Seward Street	R2	Building Permit	Driveway and walk	04/29/24	pending additional information/revisions from the applicant
9	1721 South Boulevard	R2	Building Permit	Replace driveway with pavers	05/16/24	pending additional information from the applicant
9	1106 Monroe Street	R2	Building Permit	Remove walk, new paver patio and walk	05/22/24	pending staff review

9	1109 Monroe Street	R1	Building Permit	Demolish and rebuild front porch	05/23/24	pending staff review
9	1020 Cleveland Street	R1	Building Permit	2nd story addition	05/29/24	pending staff review
9	1330 South Boulevard	R3	Building Permit	Patio	05/30/24	pending staff review
9	430 Asbury Avenue	B2	Building Permit	Interior remodel (South End Community Center - COE)	06/04/24	pending staff review
9	430 Asbury Avenue	B2	Building Permit	Exterior door (South End Community Center - COE)	06/04/24	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
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 P&D 06/24/24
3	518 Main Street	C1a/oDM	Special Use	Special Use for an Animal Hospital (GoodVets)	04/19/24	pending P&D 06/10/24
4	1567 Maple Avenue	D3	Special Use	Special Use for a Religious Institution (2nd Church of Christ, Scientist)	03/22/24	pending CC 06/10/24
5	1601 Simpson Street	B1	Special Use	Special Use for a Daycare Center - Child in the B1 zoning district (Infant Welfare Society)	04/26/24	pending P&D 06/10/24
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
7	1124 Noyes Street	R1	Fence Variation	Fence in the front yard, 6' tall wood privacy along both west and east interior side property lines	05/30/24	determination after 06/25/24



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: June, 7 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 if you have any questions or need additional information.

Weekly Field Inspection Report

Friday, June 7, 2024

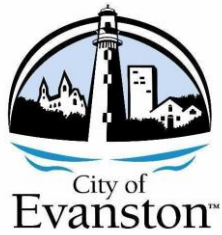
Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	No changes.	6/6/2024
4	1012 Church Street Northlight Theater	Assembly	No changes. Site and Northlight signage are in good condition. No construction fence at this time.	6/6/2024
1	1710 Sherman Avenue	Mixed Use Building Residential/Retail	No changes. Construction fence and protection remain in place. Rough inspections and interior work continues.	6/6/2024
4	Main Street	Resurfacing	No changes. Removal of existing roadway continues on the north side of Main Street with proper signage and closures in place.	6/6/2024
7	1501 Central Street	Demolition	Truck washing station continues. Street sweepers continue to sweep entire truck route. Construction fence is in place and in good condition.	6/6/2024
1	710 Clark Street	Office Building	No changes. Roadways are clean and clear surrounding site. Final Certificate of Occupancy is processing.	6/6/2024
*	*	*	*	*



To: Luke Stowe, City Manager
From: Angela Butler, Permit Services Supervisor
Subject: Monthly Construction Valuation and Permit Fee Report
Date: June 7, 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: June 7, 2024
 TO: Luke Stowe, City Manager
 FROM: Angela Butler, Permit Services Supervisor
 SUBJECT: Construction Valuation and Permit Fee Report for May 2024

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of May 2024	\$ 392,147.59
Total Permit Fees Collected Fiscal Year 2024	\$ 3,417,455.01
Total Permit fees Collected for the Month of May 2023	\$ 349,661
Total Permit Fees Collected Fiscal Year 2023	\$ 1,744,491

CONSTRUCTION VALUES

TOTAL CONSTRUCTION VALUE FOR May 2024	\$ 19,767,436
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2024	\$ 157,573,141
TOTAL CONSTRUCTION VALUE FOR May 2023	\$ 30,151,362
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2023	\$ 92,690,564



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: June 7, 2024

Ward	Property Address	Business Name	Date Received	Current Status
7	1921 Central St	Skull & Bones	5/28/2024	Pending Building Permit Application
8	329 Howard St	So Soulful Evanston	5/17/2024	Pending Inspections
7	2126 Central St	Great Harvest Bread Co	5/13/2024	Change of Ownership – Pending Inspections
3	1310 ½ Chicago Ave	Peeled Juice Bar	5/9/2024	Pending Permit Issuance
5	1115 Emerson St	Lao Tian Dumplings House	5/9/2024	Pending Inspections
2	2223 Washington St	The Laundry Café (in The Aux)	4/23/2024	Pending Review and Inspections
7	1995 Campus Dr	NU Center East Lawn Redevelopment	4/5/2024	Pending Permit Issuance
5	914 Noyes St	Inspired Indian	3/27/2024	Permit Issued – Pending Inspections
5	1623 Simpson St	Free Flow Kitchen	3/21/2024	Pending Permit Application
1	1618 Sherman Ave	Life Time (Smoothie Bar)	3/19/2024	Pending Permit Issuance
4	1555 Oak St	Museum Inn & Suites Restaurant	2/28/2024	Pending Inspections
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	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 Report

Date: June 7, 2024

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the class 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 June 7, 2024

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	HOURS FOR LIQUOR SALES	STATUS
4	Museum Inn & Suites	1555 Oak Ave. Evanston, IL 60201	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri-Sat); 7 a.m. — 1 a.m. (Sun)	Application pending
1	La Cocinita	1625 Chicago Ave. Evanston, IL 60201	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri-Sat); 7 a.m. — 1 a.m. (Sun)	Application pending
8	GIIG	709-711 Howard Evanston, IL 60202	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri-Sat); 7 a.m. — 1 a.m. (Sun)	Application pending



Memorandum

To: Honorable Mayor and Members of the City Council

From: Stephanie Mendoza, City Clerk

Subject: Monthly FOIA Report - May 2024

Date: June 7, 2024

Enclosed is the monthly report of FOIA requests. During the month of May, the City of Evanston received **279** FOIA requests.

If you need to submit a FOIA request, please email foia@cityofevanston.org or submit it [online](#).

City of Evanston Performance Report

May 1, 2024 - May 31, 2024 All departments

General Overview: Requests received, opened, and closed in this period.

279 request(s) received Total number of new requests received during this reporting period.	14906 total request(s) Total number of requests in the portal at the beginning of the reporting period.	285 request(s) closed Total number of requests closed during this reporting period.
89 request(s) open Total number of open requests by the end of this reporting period.	88 request(s) overdue Total number of requests that became overdue in this reporting period.	12 request(s) paused Total number of requests that were paused by the end of this reporting period.

Response and Fulfillment: How fast your agency responds to and fulfills requests

92 late response(s) Total number of requests where an initial response was sent after the response window expired.	5 day(s) to respond Median response time in days in this reporting period.	4 day(s) to respond Average response time in days in this reporting period.
130 fulfilled outside 5 days Number of requests closed beyond 5 days of request submission during this reporting period.	89 fulfilled within 5 days Total number of requests closed within 5 days of request submission during this reporting period.	8 day(s) to fulfillment Median number of days taken to fulfill all requests in this reporting period.

14 day(s) to fulfillment

Average number of days taken to fulfill all requests in this reporting period.

Requests by Department

This table breaks down how many requests were received and closed by each department, as well as median fulfillment speed for each department in this reporting period.

Department	New	Closed	Median	Aver.
3-1-1	3	3	7	7
Accounting	0	0	0	0
Administrative Adjudication (Hearings)	2	3	5	22
Budget	1	1	5	5
Buildings and Permits	8	10	5	6
City Clerk's Office	82	70	10	16
City Manager's Office	1	2	35	35
Collector's Office	4	3	8	9
Community Development	5	6	9	18
Economic Development	0	2	31	31
Email	0	5	26	29
Evanston Police Department Media	0	0	0	0
Finance	2	3	11	25
Fire	7	19	7	14
Health & Human Services	2	6	21	28
Housing and Grants	0	0	0	0

Human Resources (HR)	0	5	13	33
Information Technology (IT)	10	17	26	30
Legal	17	23	18	27
Library	0	0	0	0
OPS	15	28	11	15
Parking/Fleet	2	2	6	6
Parks, Recreation, and Community Services (PRCS)	0	0	0	0
Police	162	167	5	9
Property Standards	9	8	7	14
Public Works	3	1	22	22
Purchasing	3	4	18	17
Sidewalks and Trees (Public Works)	0	0	0	0
Sustainability	0	0	0	0
Video Requests	0	1	7	7
Water	0	0	0	0
Zoning and Planning	2	3	6	7
Not Assigned	0	0	0	0

Message Templates Report

This table includes all message templates used within this reporting period

Message Template	Time
5 Day Extension Request - Mark an "X" by the option that is applicable	74
Fulfilled - No Redactions [Use template if explanation of docs produced is necessary]	1
Notice to Narrow Request - fill in estimated pages and staff time	20
Proof of Ownership - Plat of Survey	2
Real Estate Transfer Tax	1
Recurrent Requester	18
Voluminous Request	1

Closure Response Report

This table includes all closure responses and totals used in this reporting period.

Closure Response	Times Used
Denial of Request	3
Denial of Request: 14 Day Unresponsive	34
Denial of Request: Duplicate Request	13
Denied - Juvenile Records (Police)	1
Denied: Partial	10
Fulfilled - Attorney-client privilege communication withheld	1
Fulfilled - Body Camera Footage Redacted	11
Fulfilled - No Redactions	113
Fulfilled - Private Information Redacted	81
No Responsive Documents	28

Tag Report

This table includes the tags applied to requests opened in this reporting period.

Tag Name	Times Used
----------	------------

Key Assumptions

Requests Overdue

For requests that were closed prior to October 28, 2018 requests are counted as overdue only if they were overdue at the time the request was closed.

Late Responses

A late response indicates that there were no documents released; no message or invoice sent to the requester; or that the request remained open past its due date.

Response and Fulfillment Speed

Response time is tracked using the first external message sent through the NextRequest portal. This metric assumes that the message sent includes either a "request for clarification" or a time estimate.

Fulfillment time is calculated based on the time from when the request was created to the first date the request was closed (if there are multiple closed dates, only the first one is used).

Median days to close and average days to close are calculated based on the number of requests that have a closed date within the reporting period.

Staff Time

Staff time only accounts for time logged in NextRequest. This metric assumes that staff members regularly log all staff time in the portal and that the hourly rates are accurate and up-to-date.

Staff Cost

Staff cost only accounts for costs logged in NextRequest. This metric assumes that staff members regularly log costs in the portal.

Message Templates Report

The message templates report tracks message template usage from February 25, 2018 onwards.



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING JUNE 7, 2024

NWMC Board to Meet June 12

The NWMC Executive Board met this week to set the agenda for the NWMC Board of Directors meeting, scheduled for Wednesday, June 12 at 6:00 p.m. at the NWMC office or via videoconference. Highlighting the agenda will be a discussion of the recently concluded spring session of the General Assembly, a fourth quarter report on this year's NWMC Work Plan and consideration of the FY2024-2025 NWMC Work Plan. Members will also discuss the recently introduced Metropolitan Mobility Act legislation and conduct the Executive Director's performance evaluation. We look forward to seeing you all next week! *Staff contacts: Mark Fowler, Larry Bury*

Final Week to RSVP for the NWMC Gala

There is one week left to RSVP for the 66th Annual NWMC Gala, scheduled for Wednesday, June 26, at the Renaissance in *Schaumburg*. The Gala will begin with a reception at 6:00 p.m. followed by dinner at 7:00 p.m. Please RSVP by Friday, June 14 to Marina Durso, mdurso@nwmc-cog.org or 847-296-9200, ext. 122. *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

RSVP Today for the July 31 SPC Supplier Showcase

The invitations are out and the [registration link](#) is open for the Suburban Purchasing Cooperative (SPC) Supplier Showcase, scheduled for Wednesday, July 31 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. This is a free event for attendees and thanks to SPC partner Sourcewell, anyone can attend their presentation and earn one contact hour toward Continuing Education Units (CEUs) with The Institute for Public Procurement (NIGP).

Lunch will be provided by the SPC thanks to the sponsoring Councils of Government (COGs): Northwest Municipal Conference (NWMC); DuPage Mayors and Managers Conference (DMMC); South Suburban Mayors and Managers Association (SSMMA); and, Will County Governmental League (WCGL).

The SPC Supplier Showcase offers a flexible, open house format, so attendees have two hours, from 10:00 a.m. until noon, to stop by when convenient. Suppliers will have individual display areas where you can discuss your joint purchasing needs.

The schedule is as follows:

10:00 a.m. – noon: Supplier Showcase – Rooms 1608 and 1610
Vehicle demonstration in Parking Lot C

Noon – 1:00 p.m.: Box lunch provided by the SPC
Sourcewell Presentation:
“Co-llaboration (it’s not a typo). When you see “co” in any word, it means you can’t do it alone” – Aaron Peterson, Sourcewell Government Account Representative

The SPC Supplier 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 suppliers at one time. NWMC, DMMC, SSMMA and 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.

Invitations have been sent out to NWMC Assistant Managers, Finance Managers, IT Directors, Public Works Directors, Purchasing Directors, Fire Chiefs, Police Chiefs and our partner Councils of Government. Please register at [SPC-Supplier-Fair-Attendee-Registration](#). For additional information, please contact NWMC Purchasing Director

Ellen Dayan, 847-296-9203 or edayan@nwmc-cog.org. *Staff contact: Ellen Dayan*

Look for the SPC Newsletter - Coming Soon!

The Suburban Purchasing Cooperative (SPC) is about to launch the inaugural issue of the SPC Joint Purchasing Newsletter. Each month, the newsletter will detail the latest information about the suppliers, products and services offered by the Cooperative. We look forward to sharing all the exciting opportunities provided by the SPC and receiving your feedback on the SPC's myriad programs. For more information, please visit www.spc-il.org or contact Northwest Municipal Conference Purchasing Director Ellen Dayan, 847-296-9203, or edayan@nwmc-cog.org. Happy reading! *Staff contact: Ellen Dayan*

Plan Now for the July 23 NWMC Auction

The live summer NWMC Surplus Vehicle and Equipment Auction will be held on Tuesday, July 23 at America's Auto Auction (America's AA) in Crestwood. Today's a good day to identify and register vehicles and equipment for sale before the summer vacation season goes into full swing.

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 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 Conference.

The last live auction for the year will be held on Tuesday, 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*

Reminder: SPC Ford Transit Van Availability

As previously reported, the Suburban Purchasing Cooperative (SPC) has been advised by Currie Motors that Ford has cut off production for the standard model of the 2024 SPC E Transit (Contract #207) due to its limited range. In its place, Ford is upgrading the model with an Extended Range Motor which will increase the base price by \$4,896.00. The price list/order form has been updated to reflect the mid-year changes and may be found on the SPC website by visiting [SPC Ford Transit Vans](#). Production begins in June but may not last long, so act today! For questions or additional information, please contact Tom Sullivan, tsullivan@curriemotors.com or 815-421-3277. *Staff contact: Ellen Dayan*

Barrington, Streamwood Receive 2024 Safe Routes to Schools Awards

The Illinois Department of Transportation recently announced the award of \$9.8 million in Safe Routes to Schools grants to boost the health and safety of children by making walking and biking to school safe and more accessible. 143 applications from local governments and schools were narrowed down to forty-seven projects, including two NWMC members who received the maximum award possible under the grant program.

Congratulations to *Barrington*, who received \$250,000 to close sidewalk and safe crosswalk gaps around Grove Avenue Elementary School and to *Streamwood*, who received \$250,000 to close a critical sidewalk gap near Hanover Countryside Elementary School. See the [full list of recipients here](#) and to read more about the Safe Routes to Schools program, please visit the [IDOT website](#). *Staff contacts: Eric Czarnota, Brian Larson*

CMAP Releases Regional Transportation Priority Project List

The Chicago Metropolitan Agency for Planning (CMAP) has released the [Northeastern Illinois Priority Investments](#) list, highlighting the region's highest-priority transportation projects for 2024. This blueprint is the result of collaboration between CMAP, the Illinois Department of Transportation (IDOT), the Chicago Department of Transportation (CDOT), the Regional Transportation Authority (RTA), the Chicago Transit Authority (CTA), Metra, Pace, the region's seven counties, and the CREATE Program partners.

These projects will be funded with support from the Infrastructure Investment and Jobs Act (IIJA). NWMC member area projects include the IDOT Regionwide Arterial Traffic Management Center in *Schaumburg* and members with Metra stations serving Chicago Union Station (*Antioch, Bartlett, Buffalo Grove, Deerfield, Fox Lake, Glenview, Grayslake, Hanover Park, Lake Forest, Libertyville, Morton Grove, Mundelein, Northbrook, Prospect Heights,*

Schaumburg, Vernon Hills, Wheeling) will see improvements with the Chicago Hub Improvement Program. *Staff contacts: Eric Czarnota, Brian Larson*

USDOT to Host Local Public Engagement Workshop

The U.S. Department of Transportation (USDOT) has organized three in-person public involvement workshops this summer, with one held in Chicago and virtually on Tuesday, July 30 from 8:15 a.m. to 4:45 p.m. Transportation practitioners, community leaders and members of the public can engage with the USDOT on how to deliver meaningful public engagement, better understand the transportation decision-making process, promote equity and civil rights in projects and ensure that stakeholder input is heard. Plenary sessions on equitable transportation decisions, breakout sessions, and small-group activities will also be offered.

To learn more and register for the workshop, visit the [US DOT workshop website](#). Individuals interested in the virtual session should complete the [virtual workshop notification page](#) to receive registration details. *Staff contacts: Eric Czarnota, Brian Larson*

Learn More About Improving Regional Accessibility

The Chicago Metropolitan Agency for Planning (CMAP) has identified resources to improve accessibility for residents and visitors with disabilities. CMAP recently published helpful information on improving accessibility on the [CMAP webpage](#), with regular updates available by signing up for its [Accessible Communities newsletter](#). The agency also offers free Americans with Disabilities Act (ADA) training programs with [training slides and session recordings](#) to learn about ADA and Title II requirements, the role of an ADA coordinator, how to complete a self-evaluation plan and how to develop a transition plan. Finally, the U.S. Access Board covers Public Right of Way Access Guidelines (PROWAG) through its [video series](#) on accessibility requirements to make sidewalks, crosswalks, shared use paths, on-street parking and other pedestrian facilities accessible to people with disabilities. *Staff contacts: Eric Czarnota, Brian Larson*

MMC to Offer “Missing Middle Housing” Technical Assistance

From the desk of Metropolitan Mayors Caucus (MMC) Executive Director Neil James:

The Metropolitan Mayors Caucus and Opticos Design are partnering to offer a one-year technical assistance program to help municipalities understand, enable, and attract “Missing Middle Housing!”

[Missing Middle Housing](#) is a range of well-designed smaller residential building types, with multiple units, that are compatible in size and form to single family homes. These housing options serve the lifestyles and needs of our two fastest age demographics - baby boomers and millennials. These homes provide downsizing options with less maintenance for seniors, and starter homes at more attainable price points for first time homebuyers, while creating attractive and walkable neighborhoods. Despite growing demand, developers are not able to provide this housing in many communities due to local regulations.

This technical assistance will provide support and expert guidance to help your municipality learn how to enable Missing Middle Housing that fits your community’s unique context. Assistance is free and slots are limited. Applications are open now through June 21st. Please click [here](#) to learn more about the assistance or apply. *Staff contact: Mark Fowler*

Newsy Items of the Week

Daily Herald: [Arlington Heights trustee tapped for 53rd district house seat](#)

Crain’s Chicago Business: [Commentary: Chicago suburbs show how to redefine affordable housing](#)

Daily Herald: [Suburbs face new dilemma with fate of grocery tax in their hands](#)

Daily Herald: [Lake County forest preserves wants to borrow \\$155 million for habitat restoration, land acquisition](#)

Governing: [Can the Grid Keep Up With AI and Data Demands?](#)

Daily Herald: [‘Unprecedented demand’: Proposed 160-acre data center would be the largest in Lake County](#)

Evanston Now: [City hopes to make Evanston safer to get around](#)

Meetings and Events

NWMC Board of Directors will meet on Wednesday, June 12 at 6:00 p.m. at the NWMC office and via videoconference.

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

NWMC Annual Gala will be held on Wednesday, June 26 at 6:00 p.m. at the Renaissance *Schaumburg*.

NWMC Surplus Vehicle & Equipment Auction will be held on Tuesday, July 23 at noon at America's Auto Auction, 14001 Karlov Avenue, Crestwood

Suburban Purchasing Cooperative Supplier Showcase will be held on Wednesday, July 31 from 10:00 a.m. to 1:00 p.m. at Oakton College in *Des Plaines*.

NWMC Staff

Mark Fowler	Executive Director	mfowler@nwmc-cog.org
Larry Bury	Deputy Director	lbury@nwmc-cog.org
Eric Czarnota	Program Associate for Transportation	eczarnota@nwmc-cog.org
Ellen Dayan, CPPB	Purchasing Director	edayan@nwmc-cog.org
Marina Durso	Executive Assistant	mdurso@nwmc-cog.org
Brian Larson	Program Associate for Transportation	blarson@nwmc-cog.org
Chris Staron	Policy Analyst	cstaron@nwmc-cog.org

Phone: 847-296-9200 www.nwmc-cog.org