



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: August 2, 2024

STAFF REPORTS BY DEPARTMENT

Weekly Report for July 29, 2024 – August 2, 2024

City Manager's Office

Monthly Financial Report

Community Development

Weekly Zoning Report

Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Clerk's Office

FOIA Report

Legislative Reading

NWMC Weekly Briefing

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

Monday, August 5, 2024

No Meetings

Tuesday, August 6, 2024

No Meetings

Wednesday, August 7, 2024

9:30 AM: [Evanston Firefighters' Pension Fund](#)

Thursday, August 8, 2024

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

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

Friday, August 9, 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/ Treasurer

Subject: 2ND Quarter 2024 - Cash and Investment Report

Date: August 2, 2024

Attached please find the Cash and Investment report as of June 30, 2024.

A comparison between the 2nd quarter 2024 and 1st quarter 2024 cash/ investments indicate a decrease in combined cash & investments of \$3,766,374 from \$132,830,459 to \$129,064,084.

During the 2nd quarter 2024, we continued to focus on maintaining liquidity while striving for the maximum returns on Cash and Investments. We will continue to monitor the interest rate environment and overall economy.

Overall cash and Investment position:

	06/30/2024	03/31/2024	Change
Cash	58,552,023	48,456,171	10,095,852
Investments	70,512,062	84,374,288	(13,862,226)
TOTAL	129,064,084	132,830,459	(3,766,374)

Cash and investments by individual financial institutions – 06/30/2024:

Bank	Balance	% Of total
	(In millions)	Balance
Byline	\$58.5	45.3%
Fifth Third	\$45.0	35.0%
Wintrust Bank	\$19.7	15.2%
Illinois Funds	\$5.4	4.2%
Other Banks	\$0.3	.26%

Staff continue to focus on the right opportunity for higher investment returns by moving money amongst the banks or investing in municipal securities, Treasuries and agencies. At the same time, we strive to be compliant with our investment policy of not having over 50% in one institution.

If you have any questions on this report or would like to discuss in greater detail, please contact me by phone at (847) 448.8082 or by e-mail at hdesai@cityofevanston.org.



Memorandum

To: Luke Stowe, City Manager
 From: Hitesh Desai, CFO/City Treasurer
 Subject: June 2024 Monthly Financial Report
 Date: August 2, 2024

Please find attached the financial statements as of June 30, 2024. A summary by fund for revenues, expenditures, fund, and cash balances is as follows.

City of Evanston
Cash & Investment Summary by Fund
June 30, 2024

Fund #	Fund	Revenue	Expense	Net	Fund Balance	Cash Balance
100	General	67,801,300	68,824,833	(1,023,534)	48,042,938	43,996,278
170	American Rescue Plan	726,193	2,369,997	(1,643,804)	391,167	23,671,336
175	General Assistance	759,125	596,137	162,989	1,457,834	1,458,241
176	Human Services	2,047,045	1,788,811	258,235	2,647,244	2,680,957
177	Reparations	1,025,840	2,152,394	(1,126,554)	427,522	427,522
178	Sustainability	913,221	460,391	452,831	1,240,131	1,240,131
180	Good Neighbor	3,009,390	1,500,707	1,508,683	1,697,008	1,697,007
185	Library	4,467,735	3,880,175	587,560	5,414,331	5,427,773
186	Library Debt Service	287,338	110,642	176,696	179,477	179,477
187	Library Capital Improvement FD	-	3,232	(3,232)	(491,746)	(491,746)
200	MFT	1,838,036	354,560	1,483,476	7,767,681	7,462,814
205	E911	510,629	616,303	(105,674)	1,455,100	1,095,590
210	Special Service Area (SSA) #9	351,476	325,032	26,443	39,695	39,695
215	CDBG	9,857	271,835	(261,978)	(202,655)	(202,031)
220	CD Loan	18,121	-	18,121	409,085	409,086
235	Neighborhood Improvement	385	1	384	23,269	23,269
240	Home	19,351	40,253	(20,902)	(13,047)	(13,047)
250	Affordable Housing	1,225,811	98,253	1,127,557	3,898,183	4,053,250
320	Debt Service	7,989,311	2,424,365	5,564,946	8,469,982	8,469,982
330	Howard Ridge	670,080	1,142,997	(472,916)	1,363,921	1,349,694
335	West Evanston	1,063,012	336,100	726,912	2,943,946	2,943,888
340	Dempster-Dodge-TIF	262,962	88,784	174,178	822,436	822,378
345	Chicago Main-TIF	691,708	407,453	284,255	506,301	506,242
350	Special Service Area (SSA) #6	114,728	101,639	13,089	47,315	269,176
355	Special Service Area (SSA) #7	77,626	71,826	5,800	20,136	20,135
360	Special Service Area (SSA) #8	33,148	30,974	2,174	9,326	9,326
365	Five-Fifth TIF	464,803	327,473	137,330	(59)	(117)
415	Capital Improvements	1,264,107	4,884,068	(3,619,961)	(11,793,371)	(3,006,855)
416	Crown Construction	403,188	316,728	86,460	4,890,566	4,890,567
417	Crown Community CTR Maintenance	87,498	-	87,498	752,539	752,539
420	Special Assessment	111,509	46,032	65,477	628,535	628,535
505	Parking	5,123,154	4,982,614	140,540	2,675,610	2,127,138
510-513	Water	15,301,286	16,580,473	(1,279,187)	4,151,864	1,046,831
515	Sewer	4,317,282	3,096,445	1,220,838	9,808,112	8,129,727
520	Solid Waste	3,153,477	2,887,398	266,079	3,197,231	2,056,240
600	Fleet	2,166,151	1,570,214	595,936	1,977,561	459,772
601	Equipment Replacement	459,826	961,063	(501,237)	2,948,741	458,286
605	Insurance	10,487,362	11,136,933	(649,571)	2,640,561	3,974,998

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 June 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

The FY 2023 annual audit by Sikich, LLP was finalized in June of 2024.

FY 2024 Actual Revenues (Through 06/30/2024)					
Account Description	100 GENERAL FUND	177 REPARATIONS FUND	700 FIRE PENSION FUND	705 POLICE PENSION FUND	Grand Total
STATE INCOME TAX	7,444,161	-	-	-	7,444,161
PROPERTY TAXES	4,987,282	-	-	-	4,987,282
RECREATION PROGRAM FEES	4,415,808	-	-	-	4,415,808
SALES TAX - BASIC	4,203,563	-	-	-	4,203,563
BUILDING PERMITS	3,986,112	-	-	-	3,986,112
SALES TAX - HOME RULE	3,179,844	-	-	-	3,179,844
TICKET FINES-PARKING	1,702,216	-	-	-	1,702,216
PARKING TAX	1,369,051	-	-	-	1,369,051
LIQUOR TAX	1,289,866	-	-	-	1,289,866
ELECTRIC UTILITY TAX	1,285,353	-	-	-	1,285,353
AMBULANCE SERVICE	1,265,614	-	-	-	1,265,614
INVESTMENT INCOME	1,056,453	-	-	-	1,056,453
PERSONAL PROPERTY REPLACEMENT TAX	1,048,122	-	-	-	1,048,122
REAL ESTATE TRANSFER TAX	324,207	1,000,000	-	-	1,324,207
MUNICIPAL HOTEL TAX	922,933	-	-	-	922,933

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 unaudited financials as of June 30, 2024, show the General Fund with a fund balance of \$48,042,938 and cash balance of \$43,996,278. The attached financials show General Fund revenues at 51% and expenses at 48%. Through June, the City has received \$1,235,772 of permit revenue from the Ryan Field Northwestern stadium project. Since permit revenue from this project was not included as part of the FY 2024 budget, the decision to use these funds for operating needs or towards any capital outlay (civic center/Police and Fire HQ rehab/rebuild etc.) will be determined at a later point by the City Council.

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	39,998,830	45%	75,748,150	32,465,918	43%
Insurance and Other Chargebacks	29,518,684	15,703,286	53%	28,934,436	17,626,702	61%
Services and Supplies	19,446,153	8,060,986	41%	16,965,457	5,294,789	31%
Capital Outlay	272,000	2,791,001	1026%	694,500	83,213	12%
Interfund Transfers	4,887,100	2,068,548	42%	4,248,750	5,219,474	123%
Miscellaneous	1,545,213	196,983	13%	617,822	7,983	1%
Community Sponsored Organizations	120,000	4,995	4%	120,000	2,599	2%
Contingencies	126,000	206	0%	408,500	96,267	24%
Expenses Total	143,927,543	68,824,833	48%	127,737,614	60,796,945	48%

Through June 30, 2024, Police spent 49% of budget for overtime, and Fire spent 41% of the annual budget.

Overtime Expenses	2023 Actual	2024 Budget	2024 YTD	% Budget
Police	\$1,862,988	\$ 1,736,349	851,742	49%
Fire	\$1,005,238	\$ 1,084,000	447,599	41%

Enterprise Funds

Through June 30, 2024, the Water Fund is showing a fund balance of \$4,151,864 and a cash balance of 1,046,831. 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. Bond proceeds will be reflected in July 2024 financials.

Other Funds

Through June 30, 2024, the Capital Improvements Fund is showing a negative fund balance of \$11,793,371 and a negative cash balance of \$3,006,855. 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 June, the City Council recommended that the City move forward with issuance of GO Bonds in June 2024 for CIP Fund and Water Fund projects. Bond proceeds will be reflected in July 2024 Financials.

Through June 30, 2024, the Fleet Fund is showing a fund balance of \$1,977,561 and a cash balance of \$459,772. 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 June 30, 2024, the Insurance Fund is showing a fund balance of \$2,640,561 and a cash balance of \$3,974,998.

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 June 30, 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	% of Budget	2023 Budget	2023 Actual	% of Budget
100 GENERAL FUND						
Revenue						
Charges for Services	11,655,200	6,090,368	52%	8,785,075	5,802,366	66%
Fines and Forfeitures	3,725,000	1,957,677	53%	3,632,500	1,941,421	53%
Interest Income	500,000	1,056,453	211%	55,000	719,929	1309%
Interfund Transfers	9,623,390	4,478,894	47%	7,733,949	3,866,970	50%
Intergovernmental Revenue	3,966,034	1,448,580	37%	3,116,184	2,000,263	64%
Licenses, Permits and Fees	7,336,450	5,812,172	79%	7,543,450	4,050,924	54%
Other Revenue	1,301,500	564,105	43%	1,168,600	754,271	65%
Other Taxes	66,300,000	30,532,406	46%	56,570,000	31,226,575	55%
Property Taxes	29,047,402	15,860,645	55%	29,047,402	15,941,605	55%
Revenue Total	133,454,976	67,801,300	51%	117,652,160	66,304,324	56%
Expenses						
12 LEGISLATIVE	-	4,687				
13 CITY COUNCIL	594,133	331,428	56%	658,324	276,587	42%
14 CITY CLERK	535,355	174,538	33%	360,108	172,298	48%
15 CITY MANAGER'S OFFICE	10,177,532	3,152,297	31%	8,143,075	6,400,755	79%
17 LAW	1,354,786	524,021	39%	988,558	419,452	42%
19 ADMINISTRATIVE SERVICES	15,148,003	6,360,809	42%	12,537,670	5,673,324	45%
21 COMMUNITY DEVELOPMENT	4,687,076	1,738,335	37%	4,183,421	1,713,273	41%
22 POLICE	35,221,511	16,718,302	47%	29,214,097	16,199,023	55%
23 FIRE MGMT & SUPPORT	22,110,663	10,181,584	46%	18,689,924	9,935,010	53%
24 HEALTH	1,817,273	919,408	51%	1,413,058	1,030,485	73%
30 PARKS AND RECREATION	14,547,351	8,876,787	61%	12,751,313	5,170,096	41%
40 PUBLIC WORKS AGENCY	15,868,893	6,179,236	39%	13,708,631	5,988,997	44%
99 NON-DEPARTMENTAL	21,864,968	13,663,401	62%	25,089,436	15,905,067	63%
Expenses Total	143,927,543	68,824,833	48%	127,737,614	68,884,366	54%

170 AMERICAN RESCUE PLAN

Revenue						
Interest Income	50,000	726,193	1452%	-	663,514	
Intergovernmental Revenue				-	-	
Other Revenue	-	-				
Revenue Total	50,000	726,193	1452%	-	663,514	
Expenses						
Capital Outlay	10,188,900	1,207,918	12%	800,000	647,630	81%
Community Sponsored Organizations	-	292,305		-	-	
Insurance and Other Chargebacks	100,000	-	0%	850,000	62,746	7%
Interfund Transfers	1,250,000	417,200	33%	2,600,000	693,553	27%
Miscellaneous	10,294,191	339,819	3%	18,500,000	486,034	3%
Salary and Benefits				-	219,543	
Services and Supplies	3,275,000	112,755	3%	-	470,661	
Expenses Total	25,108,091	2,369,997	9%	22,750,000	2,580,166	11%

175 GENERAL ASSISTANCE FUND

Revenue						
Interest Income	1,000	41,941	4194%	1,000	24,835	2484%
Other Revenue	27,500	5,506	20%	27,500	-	0%
Property Taxes	1,050,000	711,678	68%	1,300,000	706,088	54%
Revenue Total	1,078,500	759,125	70%	1,328,500	730,923	55%
Expenses						
Miscellaneous	7,000	1,657	24%	7,000	4,685	67%
Salary and Benefits	539,408	263,247	49%	488,738	244,370	50%
Services and Supplies	874,482	331,233	38%	864,482	271,149	31%
Expenses Total	1,420,890	596,137	42%	1,360,220	520,204	38%

176 HUMAN SERVICES FUND

Revenue							
Interest Income	6,000	34,605	577%	-	28,025		
Intergovernmental Revenue	114,000	332,440	292%	114,000	95,216	84%	
Other Revenue	20,000	-	0%	2,000	27,336	1367%	
Property Taxes	3,360,000	1,680,000	50%	3,110,000	1,555,000	50%	
Revenue Total	3,500,000	2,047,045	58%	3,226,000	1,705,576	53%	
Expenses							
Community Sponsored Organizations	60,000	258,152	430%	60,000	257,713	430%	
Insurance and Other Chargebacks				-	(18,805)		
Miscellaneous	210,000	77,394	37%	213,000	106,033	50%	
Salary and Benefits	2,654,369	1,187,443	45%	2,373,285	845,429	36%	
Services and Supplies	2,334,063	265,821	11%	1,804,973	71,824	4%	
Expenses Total	5,258,432	1,788,811	34%	4,451,258	1,262,195	28%	

177 REPARATIONS FUND

Revenue							
Interest Income	2,500	22,341	894%	-	5,946		
Intergovernmental Revenue	100,000	-	0%	-	100,000		
Other Revenue	-	3,499		-	2,483		
Other Taxes	1,400,000	1,000,000	71%	3,400,000	1,936,780	57%	
Revenue Total	1,502,500	1,025,840	68%	3,400,000	2,045,208	60%	
Expenses							
Miscellaneous	3,400,000	2,072,988	61%	3,400,000	231,381	7%	
Services and Supplies	101,000	79,407	79%	-	987		
Expenses Total	3,501,000	2,152,394	61%	3,400,000	232,368	7%	

178 SUSTAINABILITY FUND

Revenue							
Interest Income	2,000	12,910	646%	-	5,749		
Interfund Transfers	700,000	600,002	86%	200,000	100,002	50%	
Intergovernmental Revenue	10,000	10,000	100%				
Licenses, Permits and Fees	500,000	220,401	44%	500,000	236,238	47%	
Other Revenue	650,000	69,909	11%	500,000	-	0%	
Revenue Total	1,862,000	913,221	49%	1,200,000	341,989	28%	
Expenses							
Community Sponsored Organizations	500,000	-	0%				
Miscellaneous	525,000	-	0%				
Salary and Benefits	250,368	115,305	46%	256,893	61,775	24%	
Services and Supplies	725,120	345,085	48%	546,000	97,479	18%	
Expenses Total	2,000,488	460,391	23%	802,893	159,254	20%	

180 GOOD NEIGHBOR FUND

Revenue							
Interest Income	1,000	9,390	939%	-	8,588		
Other Revenue	3,000,000	3,000,000	100%				
Revenue Total	3,001,000	3,009,390	100%	-	8,588		
Expenses							
Capital Outlay				-	75,000		
Interfund Transfers	3,000,000	1,500,000	50%	85,000	-	0%	
Miscellaneous	314,000	-	0%	-	225,000		
Services and Supplies	-	707		-	98		
Expenses Total	3,314,000	1,500,707	45%	85,000	300,098	353%	

185 LIBRARY FUND

Revenue						
Charges for Services	400	1,451	363%	400	201	50%
Interest Income	25,000	162,053	648%	21,600	123,061	570%
Interfund Transfers	216,999	-	0%	250,000	-	0%
Intergovernmental Revenue	200,213	11,433	6%	209,866	49,366	24%
Library Revenue	109,394	54,336	50%	155,394	32,178	21%
Other Revenue	405,000	126,589	31%	405,000	81,511	20%
Property Taxes	8,213,664	4,111,873	50%	7,535,472	3,913,311	52%
Revenue Total	9,170,670	4,467,735	49%	8,577,732	4,199,628	49%
Expenses						
Capital Outlay	3,500	-	0%	1,500	-	0%
Insurance and Other Chargebacks	-	168		-	2,134	
Interfund Transfers	360,325	180,156	50%	305,325	152,658	50%
Salary and Benefits	7,264,128	2,836,515	39%	6,393,544	2,637,224	41%
Services and Supplies	2,313,194	863,336	37%	2,247,673	866,964	39%
Expenses Total	9,941,147	3,880,175	39%	8,948,042	3,658,979	41%
186 LIBRARY DEBT SERVICE FUND						
Revenue						
Property Taxes	574,677	287,338	50%	507,913	253,956	50%
Revenue Total	574,677	287,338	50%	507,913	253,956	50%
Expenses						
Debt Service	574,677	110,642	19%	507,913	116,092	23%
Expenses Total	574,677	110,642	19%	507,913	116,092	23%
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	3,232	1%	950,000	436,437	46%
Expenses Total	550,000	3,232	1%	950,000	436,437	46%

200 MOTOR FUEL TAX FUND

Revenue						
Interest Income	15,000	185,855	1239%	12,000	115,535	963%
Intergovernmental Revenue	2,986,239	1,652,181	55%	2,700,000	1,602,078	59%
Revenue Total	3,001,239	1,838,036	61%	2,712,000	1,717,613	63%
Expenses						
Capital Outlay	4,405,000	25,975	1%	2,778,600	652,954	23%
Salary and Benefits	325,000	-	0%	325,000	-	0%
Services and Supplies	1,890,000	328,585	17%	1,038,000	241,015	23%
Expenses Total	6,620,000	354,560	5%	4,141,600	893,969	22%

205 EMERGENCY TELEPHONE (E911) FUND

Revenue						
Interest Income	7,000	19,209	274%	7,000	14,069	201%
Other Taxes	1,450,000	491,420	34%	1,400,000	485,375	35%
Revenue Total	1,457,000	510,629	35%	1,407,000	499,444	35%
Expenses						
Capital Outlay	480,000	13,397	3%	450,000	42,291	9%
Insurance and Other Chargebacks	19,142	9,570	50%	19,142	9,570	50%
Interfund Transfers	100,000	49,998	50%	90,000	45,000	50%
Miscellaneous	-	338				
Salary and Benefits	810,331	332,796	41%	758,058	360,837	48%
Services and Supplies	368,350	210,205	57%	355,000	212,794	60%
Expenses Total	1,777,823	616,303	35%	1,672,200	670,493	40%

210 SPECIAL SERVICE AREA (SSA) #9

Revenue						
Interest Income	-	5,146		-	3,447	
Interfund Transfers				206,750	206,750	100%
Property Taxes	592,665	346,330	58%	595,000	323,048	54%
Revenue Total	592,665	351,476	59%	801,750	533,245	67%
Expenses						
Services and Supplies	575,000	325,032	57%	575,000	316,021	55%
Expenses Total	575,000	325,032	57%	575,000	316,021	55%

215 CDBG FUND

Revenue						
Interest Income	-	3,388		-	1,822	
Intergovernmental Revenue	3,068,463	6,470	0%	3,629,000	128,065	4%
Revenue Total	3,068,463	9,857	0%	3,629,000	129,887	4%
Expenses						
Capital Outlay	-	6,470		-	84,605	
Community Sponsored Organizations	75,000	-	0%	75,000	43,460	58%
Insurance and Other Chargebacks				-	134,787	
Miscellaneous	2,341,499	-	0%	2,576,376	13,375	1%
Salary and Benefits	681,559	256,322	38%	702,459	206,510	29%
Services and Supplies	17,480	9,043	52%	307,200	5,836	2%
Expenses Total	3,115,538	271,835	9%	3,661,035	488,573	13%

220 CDBG LOAN FUND

Revenue						
Interest Income	5,000	13,840	277%	-	12,259	
Other Revenue	443,121	4,281	1%	100,000	41,893	42%
Revenue Total	448,121	18,121	4%	100,000	54,151	54%
Expenses						
Services and Supplies	440,000	-	0%	325,000	45,002	14%
Expenses Total	440,000	-	0%	325,000	45,002	14%

235 NEIGHBORHOOD IMPROVEMENT

Revenue						
Interest Income	-	385		-	308	
Revenue Total	-	385		-	308	
Expenses						
Services and Supplies	-	1		-	4	
Expenses Total	-	1		-	4	

240 HOME FUND**Revenue**

Interest Income	150	204	136%	150	372	248%
Intergovernmental Revenue	2,345,000	5,455	0%	650,000	-	0%
Other Revenue	25,000	13,692	55%	25,000	13,692	55%
Revenue Total	2,370,150	19,351	1%	675,150	14,064	2%

Expenses

Insurance and Other Chargebacks	1,150,000	-	0%	-	(6,503)	
Miscellaneous	2,000	207	10%	2,000	-	0%
Salary and Benefits	68,137	21,128	31%	70,572	29,035	41%
Services and Supplies	801,065	18,918	2%	582,266	620	0%
Expenses Total	2,021,202	40,253	2%	654,838	23,152	4%

250 AFFORDABLE HOUSING FUND**Revenue**

Interest Income	8,000	79,235	990%	4,500	62,113	1380%
Interfund Transfers	1,000,000	1,000,000	100%			
Intergovernmental Revenue	145,000	61,576	42%	145,000	35,774	25%
Other Revenue	130,000	65,000	50%	130,600	65,000	50%
Other Taxes	50,000	20,000	40%	50,000	-	0%
Revenue Total	1,333,000	1,225,811	92%	330,100	162,887	49%

Expenses

Community Sponsored Organizations	154,000	61,342	40%	166,000	42,307	25%
Insurance and Other Chargebacks	11,000	234	2%	12,000	12,260	102%
Miscellaneous	1,051,500	3,620	0%	53,500	1,023	2%
Salary and Benefits	41,038	21,128	51%	130,126	34,423	26%
Services and Supplies	1,670,000	11,930	1%	1,565,000	179,548	11%
Expenses Total	2,927,538	98,253	3%	1,926,626	269,561	14%

320 DEBT SERVICE FUND

Revenue							
Interest Income	10,000	57,450	575%	10,000	119,513	1195%	
Interfund Transfers	2,693,941	805,146	30%	2,918,969	1,159,488	40%	
Other Revenue	-	301					
Property Taxes	12,766,093	7,126,413	56%	12,878,258	7,081,587	55%	
Revenue Total	15,470,034	7,989,311	52%	15,807,227	8,360,588	53%	
Expenses							
Debt Service	15,460,034	2,418,057	16%	15,797,123	2,612,830	17%	
Interfund Transfers	-	-					
Miscellaneous					(24,661)		
Services and Supplies	6,600	6,308	96%	6,600	19	0%	
Expenses Total	15,466,634	2,424,365	16%	15,803,723	2,588,188	16%	

330 HOWARD-RIDGE TIF FUND

Revenue							
Interest Income	10,000	48,753	488%	10,000	51,339	513%	
Other Revenue	5,000	14,000	280%	5,000	21,000	420%	
Property Taxes	1,100,000	607,328	55%	1,100,000	630,474	57%	
Revenue Total	1,115,000	670,080	60%	1,115,000	702,813	63%	
Expenses							
Capital Outlay	50,000	926,133	1852%	785,000	10,000	1%	
Interfund Transfers	363,513	181,758	50%	395,913	197,958	50%	
Miscellaneous	-	22,000			122,367		
Services and Supplies	65,000	13,105	20%	250,000	52,490	21%	
Expenses Total	478,513	1,142,997	239%	1,430,913	382,815	27%	

335 WEST EVANSTON TIF FUND

Revenue						
Interest Income	5,000	71,821	1436%	5,000	57,532	1151%
Other Revenue				10,000	-	0%
Property Taxes	1,450,000	991,191	68%	1,450,000	808,636	56%
Revenue Total	1,455,000	1,063,012	73%	1,465,000	866,167	59%
Expenses						
Capital Outlay	3,315,000	197,535	6%	3,660,000	3,492	0%
Interfund Transfers	75,000	37,500	50%	75,000	37,500	50%
Miscellaneous	12,000	14,400	120%	200,000	560,000	280%
Services and Supplies	1,005,000	86,665	9%	5,000	20,127	403%
Expenses Total	4,407,000	336,100	8%	3,940,000	621,118	16%

340 DEMPSTER-DODGE TIF FUND

Revenue						
Interest Income	1,000	19,460	1946%	1,000	9,115	912%
Property Taxes	180,000	243,502	135%	180,000	121,726	68%
Revenue Total	181,000	262,962	145%	181,000	130,842	72%
Expenses						
Interfund Transfers	176,857	88,428	50%	174,483	87,240	50%
Services and Supplies	2,000	356	18%	2,000	7,762	388%
Expenses Total	178,857	88,784	50%	176,483	95,002	54%

345 CHICAGO-MAIN TIF

Revenue						
Interest Income	5,000	61,873	1237%	2,500	44,068	1763%
Other Revenue	1,880,000	50,000	3%	1,880,000	-	0%
Property Taxes	1,000,000	579,834	58%	1,000,000	650,452	65%
Revenue Total	2,885,000	691,708	24%	2,882,500	694,519	24%
Expenses						
Capital Outlay	260,000	259,358	100%	2,469,000	64,432	3%
Interfund Transfers	272,480	136,242	50%	271,355	135,678	50%
Miscellaneous	250,000	10,080	4%	250,000	20,000	8%
Services and Supplies	15,010	1,773	12%	5,000	15,124	302%
Expenses Total	797,490	407,453	51%	2,995,355	235,234	8%

350 SPECIAL SERVICE AREA (SSA) #6

Revenue							
Interest Income	250	8,781	3512%	250	7,453	2981%	
Property Taxes	221,000	105,947	48%	221,000	120,072	54%	
Revenue Total	221,250	114,728	52%	221,250	127,525	58%	
Expenses							
Services and Supplies	220,000	101,639	46%	220,000	362	0%	
Expenses Total	220,000	101,639	46%	220,000	362	0%	

355 SPECIAL SERVICE AREA (SSA) #7

Revenue							
Interest Income	200	1,307	653%	200	1,475	737%	
Property Taxes	142,000	76,320	54%	142,000	77,003	54%	
Revenue Total	142,200	77,626	55%	142,200	78,477	55%	
Expenses							
Services and Supplies	140,000	71,826	51%	140,000	77,112	55%	
Expenses Total	140,000	71,826	51%	140,000	77,112	55%	

360 SPECIAL SERVICE AREA (SSA) #8

Revenue							
Interest Income	-	630		-	607		
Property Taxes	60,200	32,517	54%	60,200	33,632	56%	
Revenue Total	60,200	33,148	55%	60,200	34,239	57%	
Expenses							
Services and Supplies	60,200	30,974	51%	60,200	31,505	52%	
Expenses Total	60,200	30,974	51%	60,200	31,505	52%	

365 FIVE FIFTH TIF FUND

Revenue							
Interest Income	-	3,314					
Property Taxes	-	461,489					
Revenue Total	-	464,803					
Expenses							
Capital Outlay	-	-		-	177,091		
Miscellaneous	-	4,667		-	93,609		
Services and Supplies	100,000	322,806	323%	100,000	7,761	8%	
Expenses Total	100,000	327,473	327%	100,000	278,460	278%	

415 CAPITAL IMPROVEMENTS FUND

Revenue						
Charges for Services	-	6,729		-	15,995	
Interest Income	-	64,389		-	119,846	
Interfund Transfers				85,000	3,264,226	3840%
Intergovernmental Revenue	1,470,000	671,954	46%	4,592,500	322,500	7%
Other Revenue	23,283,500	521,035	2%	17,350,000	45,505	0%
Revenue Total	24,753,500	1,264,107	5%	22,027,500	3,768,072	17%
Expenses						
Capital Outlay	23,358,500	4,072,985	17%	22,492,500	1,688,474	8%
Miscellaneous				-	(30,079)	
Services and Supplies	1,860,000	811,083	44%	-	537,638	
Expenses Total	25,218,500	4,884,068	19%	22,492,500	2,196,032	10%

416 CROWN CONSTRUCTION FUND

Revenue						
Interest Income	10,000	149,832	1498%	10,000	107,413	1074%
Other Revenue	1,000,000	253,356	25%	1,000,000	-	0%
Revenue Total	1,010,000	403,188	40%	1,010,000	107,413	11%
Expenses						
Capital Outlay	200,000	7,140	4%	200,000	-	0%
Interfund Transfers	619,118	309,558	50%	945,000	472,500	50%
Miscellaneous				-	16,549	
Services and Supplies	60	30	50%	-	30	
Expenses Total	819,178	316,728	39%	1,145,000	489,079	43%

417 CROWN COMMUNITY CTR MAINTENANCE

Revenue						
Interfund Transfers	175,000	87,498	50%	175,000	87,498	50%
Revenue Total	175,000	87,498	50%	175,000	87,498	50%
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	17,012	49%	30,000	44,172	147%
Other Taxes	125,000	94,498	76%	125,000	83,814	67%
Revenue Total	160,000	111,509	70%	155,000	127,986	83%
Expenses						
Capital Outlay	452,500	-	0%	375,000	13,589	4%
Interfund Transfers	425,652	46,002	11%	455,360	227,676	50%
Services and Supplies	50	30	60%	-	30	
Expenses Total	878,202	46,032	5%	830,360	241,295	29%

505 PARKING SYSTEM FUND

Revenue						
Charges for Services	8,420,000	4,868,664	58%	8,308,975	4,380,225	53%
Interest Income	25,000	73,066	292%	20,000	45,977	230%
Intergovernmental Revenue	1,100,000	-	0%	1,100,000	693,553	63%
Licenses, Permits and Fees	-	150				
Other Revenue	422,900	181,274	43%	486,700	271,120	56%
Revenue Total	9,967,900	5,123,154	51%	9,915,675	5,390,875	54%
Expenses						
Capital Outlay	-	-		1,600,000	131,180	8%
Debt Service	79,150	17,075	22%	76,150	18,075	24%
Insurance and Other Chargebacks	369,077	184,536	50%	369,077	184,925	50%
Interfund Transfers	3,180,390	1,590,192	50%	3,132,390	1,566,192	50%
Miscellaneous				50,000	(2,586)	-5%
Salary and Benefits	1,582,397	788,938	50%	1,716,539	702,160	41%
Services and Supplies	4,220,350	2,401,873	57%	4,340,316	2,077,136	48%
Expenses Total	9,431,364	4,982,614	53%	11,284,472	4,677,081	41%

510 WATER FUND

Revenue						
Charges for Services	25,259,051	11,367,047	45%	24,378,734	10,961,347	45%
Interest Income	70,000	117,076	167%	70,000	130,161	186%
Licenses, Permits and Fees	50,000	48,352	97%	50,000	8,005	16%
Other Revenue	66,234,150	3,478,781	5%	51,039,150	2,794,845	5%
Revenue Total	91,613,201	15,011,256	16%	75,537,884	13,894,358	18%
Expenses						
Capital Outlay	58,470,500	5,761,553	10%	388,400	-	0%
Contingencies	1,000	-	0%	1,000	-	0%
Debt Service	4,826,609	1,529,545	32%	4,072,486	1,268,245	31%
Insurance and Other Chargebacks	1,665,135	839,887	50%	1,665,135	833,227	50%
Interfund Transfers	4,363,000	2,181,504	50%	4,229,559	2,114,784	50%
Miscellaneous	10,000	-	0%	15,000	(45,138)	-301%
Salary and Benefits	7,936,849	2,923,187	37%	7,110,142	2,867,520	40%
Services and Supplies	10,284,310	2,596,986	25%	5,908,008	1,276,648	22%
Expenses Total	87,557,403	15,832,663	18%	23,389,730	8,315,287	36%

513 WATER DEPR IMPRV & EXTENSION FUND

Revenue						
Interfund Transfers				-	137,792	
Revenue Total				-	137,792	
Expenses						
Capital Outlay	-	746,239		57,780,500	2,786,384	5%
Services and Supplies	-	1,572		11,700	343,048	2932%
Expenses Total	-	747,811		57,792,200	3,129,432	5%

515 SEWER FUND

Revenue						
Charges for Services	10,229,424	4,255,637	42%	10,240,424	4,315,764	42%
Interest Income	25,000	60,878	244%	25,000	44,794	179%
Other Revenue	1,000	768	77%	1,000	-	0%
Revenue Total	10,255,424	4,317,282	42%	10,266,424	4,360,559	42%
Expenses						
Capital Outlay	2,950,000	13,077	0%	3,050,700	228,771	7%
Debt Service	3,550,270	1,643,504	46%	3,809,232	1,820,718	48%
Insurance and Other Chargebacks	369,800	184,902	50%	369,800	184,902	50%
Interfund Transfers	1,271,321	635,658	50%	883,858	441,930	50%
Miscellaneous				1,500	(17,081)	-1139%
Salary and Benefits	1,546,276	556,949	36%	1,386,579	620,940	45%
Services and Supplies	1,718,600	62,355	4%	1,750,300	(23,427)	-1%
Expenses Total	11,406,267	3,096,445	27%	11,251,969	3,256,754	29%

520 SOLID WASTE FUND

Revenue						
Charges for Services	4,902,674	2,287,519	47%	4,669,000	2,131,587	46%
Interest Income	3,000	6,574	219%	-	4,940	
Interfund Transfers	100,000	-	0%			
Licenses, Permits and Fees	375,000	188,184	50%	389,000	163,600	42%
Other Revenue	38,000	4,950	13%	122,000	53,078	44%
Property Taxes	1,332,500	666,250	50%	1,332,500	666,250	50%
Revenue Total	6,751,174	3,153,477	47%	6,512,500	3,019,454	46%
Expenses						
Capital Outlay	850,000	29,589	3%	525,000	28,854	5%
Interfund Transfers	418,600	209,298	50%	322,000	160,998	50%
Miscellaneous	30,000	8,766	29%	15,000	9,816	65%
Salary and Benefits	1,893,717	790,813	42%	1,651,410	749,999	45%
Services and Supplies	4,081,466	1,848,933	45%	3,935,115	1,552,076	39%
Expenses Total	7,273,783	2,887,398	40%	6,448,525	2,501,743	39%

600 FLEET SERVICES FUND

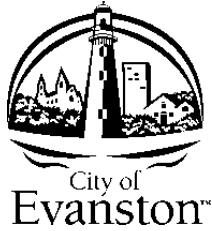
Revenue						
Charges for Services	4,216,140	2,108,064	50%	3,244,440	1,622,214	50%
Interest Income	1,000	288	29%	1,000	-	0%
Other Revenue	44,000	57,798	131%	69,000	3,780	5%
Revenue Total	4,261,140	2,166,151	51%	3,314,440	1,625,994	49%
Expenses						
Capital Outlay	-	780		-	184,456	
Salary and Benefits	1,624,232	750,547	46%	1,417,422	692,849	49%
Services and Supplies	2,588,890	818,887	32%	2,044,557	1,077,736	53%
Expenses Total	4,213,122	1,570,214	37%	3,461,979	1,955,040	56%

601 EQUIPMENT REPLACEMENT FUND

Revenue						
Charges for Services	754,885	377,442	50%	754,885	377,442	50%
Interest Income	2,000	14,516	726%	-	8,904	
Intergovernmental Revenue	1,250,000	-	0%	1,500,000	-	0%
Other Revenue	25,000	67,868	271%	25,000	77,597	310%
Revenue Total	2,031,885	459,826	23%	2,279,885	463,942	20%
Expenses						
Capital Outlay	3,365,167	960,438	29%	2,700,000	1,014,851	38%
Services and Supplies	-	625		-	98	
Expenses Total	3,365,167	961,063	29%	2,700,000	1,014,949	38%

605 INSURANCE FUND

Revenue						
Charges for Services	-	3,153		-	129	
Insurance	10,098,091	4,813,018	48%	9,444,453	4,712,428	50%
Interest Income	-	16,145				
Other Revenue	12,859,571	5,169,182	40%	11,448,112	5,207,393	45%
Workers Compensation and Liability	886,000	485,864	55%	862,500	748,785	87%
Revenue Total	23,843,662	10,487,362	44%	21,755,065	10,668,735	49%
Expenses						
Insurance and Other Chargebacks	19,330,965	8,653,970	45%	16,765,000	7,805,077	47%
Salary and Benefits	3,805	2,873	75%	4,287	29,563	690%
Services and Supplies	3,660,000	2,480,091	68%	3,244,200	1,715,356	53%
Expenses Total	22,994,770	11,136,933	48%	20,013,487	9,549,996	48%



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: August 2, 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, July 25, 2024 - July 31, 2024

Backlog (business days received until reviewed): 4

Volume (number of cases pending initial staff review): 11

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	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	non-compliant, pending Planned Development application submittal
1	909 Colfax Street	R1	Building Permit	Addition, screened-in deck, interior remodel	07/10/24	pending additional information from the applicant, Preservation
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	2118 Lake Street	R2	Building Permit	Patio and retaining wall	05/01/24	pending additional information from the applicant
2	1501 Ashland Avenue	R3	Building Permit	Addition	05/31/24	pending additional information from the applicant
2	2127 Washington Street	R2	Building Permit	Remove and replace walks and patio, construct new walks	06/18/24	pending revisions and additional information from the applicant
2	1812 Lake Street	R3	Building Permit	Garage	06/25/24	non-compliant, pending revisions from the applicant
2	900 Clark Street	RP	Zoning Analysis	Demolish north end of Church Street Plaza movie theater building, construct new 25-story multi-family dwelling building with 333 dwelling units and 20% Inclusionary Housing dwelling units	07/03/24	non-compliant, pending Planned Development application submittal by applicant
2	1823 Wesley Avenue	R1	Building Permit	2-story coach house/ADU	07/10/23	pending revisions from the applicant
2	1147 Florence Avenue	R3	Building Permit	Roof mounted solar panels	07/16/24	pending additional information from the applicant
2	1245 Hartrey Avenue	I2	Building Permit	Interior tenant build out	07/24/24	pending additional information from the applicant
2	1018 Florence Avenue	R3	Building Permit	Extend dormer at 2nd story, new deck, and interior remodel	07/25/24	pending additional information from the applicant
3	1300 Chicago Avenue (1300-1306 Chicago Avenue), 601-615 Dempster Street, 1307 Sherman Place	B1/oDM	Zoning Analysis	Planned Development for a new 7-story mixed-use building with ground floor retail, enclosed parking on ground floor, 65 dwelling units, and modification of the existing 2-story retail building with 2 dwelling units above	06/24/24	non-compliant, pending additional information/revisions from the applicant
3	318 Greenleaf Street	R1	Zoning Analysis	Relocate front entry/stoop, add new canopy roof over front entry, new garage entrance off alley, juliette balcony, dormer on west side, replace windows and doors	07/25/24	pending staff review

3	829 Michigan Avenue	R5	Building Permit	Attic addition and interior remodel	07/31/24	pending staff review
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 from the applicant
4	1422 Greenleaf Street	R3	Building Permit	Rear parking pad	07/26/24	pending staff review
4	1118 Elmwood Avenue	R3	Building Permit	Motorized aluminum pergola	07/30/24	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	2125 Darrow Avenue	R4	Building Permit	2-car garage	12/04/23	pending additional information from the applicant
5	2209 Emerson Street	R3	Building Permit	Deck	03/25/24	pending additional information from the applicant
5	2027 Brown Avenue	R3	Building Permit	Concrete parking pad behind garage	05/09/24	non-compliant, pending revisions and/or variation application 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	1825 Dodge Avenue	R4	Building Permit	Addition (Lake Regional Conference 7th Day Adventists)	06/13/24	pending additional information from the applicant
5	1817 Simpson Street	R3	Building Permit	Garage and concrete pad	06/17/24	pending additional information and/or revisions from the applicant
5	1623 Simpson Street	B1	Building Permit	Interior build out (Free Flow Kitchen)	07/15/24	pending additional information from the applicant
5	1238 Simpson Street	R4	Building Permit	Remove/replace patio	07/15/24	pending additional information/revisions from the applicant
5	1420 Leonard Place	R3	Zoning Analysis	New efficiency home	07/23/24	pending revisions and 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	2232 Central Park Avenue	R1	Building Permit	In-ground pool and spa	04/16/24	revisions submitted by applicant, pending staff review
6	2703 Hartzell Street	R1	Building Permit	Carport and concrete slab	05/01/24	pending additional information/revisions from the applicant
6	2915 Colfax Street	R1	Building Permit	Replace patio	05/22/24	pending additional information from the applicant

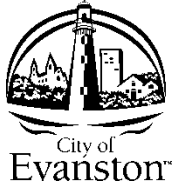
6	2304 Park Place	R1	Building Permit	Carport over paver stone parking pad	06/27/24	non-compliant, pending variation application submittal from the applicant
6	2220 Pioneer Road	R1	Building Permit	Remove deck, install paver patio	07/09/24	pending additional information from the applicant
6	3005 Hartzell Street	R1	Building Permit	Garage	07/15/24	revisions submitted by applicant, pending staff review
6	2757 Lincolnwood Drive	R1	Building Permit	Replace paver patio, repair seat wall, walk, landing and stoop	07/29/24	pending additional information from the applicant
6	2010 McDaniel Avenue	R1	Building Permit	Remove and replace asphalt driveway	07/29/24	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	2775 Prairie Avenue	R3	Building Permit	Remove and replace front walk, stoop, and steps, construct brick pillars	06/18/24	revisions submitted by applicant, pending staff review
7	1806 Chancellor Street	R1	Building Permit	Remove patio, re-install patio, stepping stones, grill pad, and patio maintenance	06/20/24	pending additional information from the applicant
7	2433 Simpson Street	R1	Building Permit	1-story addition	06/24/24	pending additional information from the applicant
7	2518 Jackson Avenue	R1	Building Permit	Garage with ADU	06/27/24	pending additional information from the applicant
7	1404 Rosalie Street	R1	Building Permit	Addition plus interior renovation	06/28/24	non-compliant, pending revisions from the applicant
7	625 Clinton Place	R1	Building Permit	Remove and replace brick paver parking pad	07/01/24	pending additional information from the applicant
7	2041 Hawthorne Lane	R1	Building Permit	New single-family dwelling	07/03/24	revisions submitted by applicant, pending staff review
7	1501 Central Street	U2	Building Permit	Parking lots, plaza, and landscaping for Ryan Stadium (NU)	07/08/24	pending additional information from the applicant
7	2683 Stewart Avenue	R1	Building Permit	Addition	07/11/24	pending additional information from the applicant
7	2676 Orrington Avenue	R1	Building Permit	Repair rotted roof and small addition	07/18/24	non-compliant, pending revisions or minor variation application from the applicant
7	2169 Campus Drive	U3	Zoning Analysis	Demolish the Allen Center, construct new Kellogg Education Center, a 6-story educational building with 10 classrooms and 160 guest hotel rooms (NU)	07/29/24	pending staff review
7	2108 Grant Street	R1	Building Permit	Replace rear deck	07/31/24	pending staff review
8	141 Dodge Avenue	R4	Building Permit	Detached garage	11/17/23	pending additional information from the applicant
8	342 Dewey Avenue	R1	Building Permit	Demolish an old addition, construct new addition and interior renovation	06/17/24	non-compliant, pending revisions and/or minor variation application from the applicant
8	1901 Howard Street	C1	Building Permit	Wrought iron fence and motorized gates	07/17/24	revisions submitted by applicant, pending staff review
8	1601 Kirk Street	R1	Zoning Analysis	2nd story addition	07/30/24	pending staff review

9	2131 Keeney Street	R2	Building Permit	Driveway and walk	06/25/24	pending additional information from the applicant
9	1728 Cleveland Street	R2	Building Permit	Remove existing patio and walk, install new patio and walk	06/27/24	revisions submitted by applicant, pending staff review
9	550 Callan Avenue	R3	Building Permit	Fire pit and kiddie pool	07/09/24	revisions submitted by applicant, pending staff review
9	414 Ashland Avenue	R1	Building Permit	One-story addition and interior renovation	07/30/24	pending staff review
9	801 Asbury Avenue	R3	Building Permit	Remove and replace front walk	07/31/24	pending staff review
9	1202 Main Street	R1	Building Permit	Remove and replace staircase	07/31/24	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	2115 Sherman Avenue	R4a	Minor Variation	Swimming pool located partially within the south interior side and rear yards where required to be within a rear yard	06/26/24	determination after 07/24/24
1	1525 Judson Avenue	R1	Appeal	Appeal of yard determinations by Zoning Administrator	07/15/24	pending LUC 08/28/24
2	1630 Ashland Avenue	R1	Major Variation	Interior side and rear yard setbacks in order to construct an attached garage	06/11/24	pending LUC 08/14/24
2	1518 Grove Street	R3	Minor Variation	Impervious surface coverage, front and west interior side yard setbacks, and porch depth in order to construct a roofed open front porch	07/22/24	determination after 08/14/24
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



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: August, 2 2024

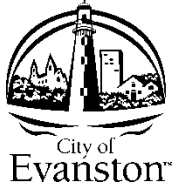
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

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, August 2, 2024

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	No changes.	8/1/2024
4	1012 Church Street Northlight Theater	Assembly	No changes. Site and Northlight signage are in good condition. No construction fence at this time.	8/1/2024
1	1710 Sherman Avenue	Mixed Use Building Residential/Retail	A temporary certificate of occupation has been issued for common areas and units. Final inspections continue.	8/1/2024
4	Main Street	Resurfacing	No changes. Installation continues on the south side of Main Street with proper signage and closures in place.	8/1/2024
7	1501 Central Street	Demolition	Caisson installation has been completed. A second street sweeper has been added to address roadway dust and debris. All trucks continue to pass through truck washing station with manual washing. Construction fence is in place and in good condition.	8/1/2024
1	710 Clark Street	Office Building	Final exterior work has been completed. Roadways are clean and clear surrounding site. Final Certificate of Occupancy is processing.	8/1/2024
*	*	*	*	*



Memorandum

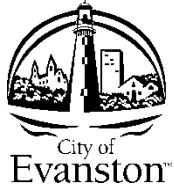
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: August 2, 2024

Ward	Property Address	Business Name	Date Received	Current Status
4	1018 Davis St	Dozika (Relocating)	7/1/2024	Pending Inspections
7	2022 Central St	The Celtic Knot	6/13/2024	Pending inspections
8	329 Howard St	So Soulful Evanston	5/17/2024	License Issued
3	1310 ½ Chicago Ave	Peeled Juice Bar	5/9/2024	Pending Permit Issuance
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 Issuance
1	1618 Sherman Ave	Life Time (Smoothie Bar)	3/19/2024	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 Application Report

Date: August 2, 2024

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



Memorandum

To: Honorable Mayor and Members of the City Council

From: Stephanie Mendoza, City Clerk

Subject: Monthly FOIA Report - July 2024

Date: August 01, 2024

Enclosed is the monthly report of FOIA requests. During the month of July the City of Evanston received **309** requests.

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

City of Evanston Performance Report

July 1, 2024 - August 1, 2024 All departments

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

309 request(s) received

Total number of new requests received during this reporting period.

15436 total request(s)

Total number of requests in the portal at the beginning of the reporting period.

351 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.

46 request(s) overdue

Total number of requests that became overdue in this reporting period.

6 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

93 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.

154 fulfilled outside 5 days

Number of requests closed beyond 5 days of request submission during this reporting period.

66 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.

10 day(s) to fulfillment

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

Staff Time: How much time staff has spent working on requests

0.33 hour(s) spent

Total number of hours staff spent on requests in this reporting period.

0.33 median hour(s) spent

Median number of hours staff spent on each request.

0.33 average hour(s) spent

Average number of hours staff spent on each request.

Staff Cost: How much money is spent fulfilling record requests

\$0.00 dollars spent

Total amount of money spent (from staff costs) fulfilling requests in this reporting period.

\$0 median dollars spent

Median amount of money spent (from staff costs) on each request.

\$0.0 average dollars spent

Average amount of money spent (from staff costs) on each request.

Cost Recovery: Payments received from requesters via NextRequest

0 total invoices

Total number of requests with invoices.

\$0.00 dollars received

Total amount of money received from all requests with invoices in this reporting period.

\$0 median dollars earned

Median amount of money received from each request with invoices in this reporting period.

\$0 average dollars earned

Average amount of money received from each request with invoices 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	5	5	11	12
Accounting	0	0	0	0
Administrative Adjudication (Hearings)	0	0	0	0
Budget	0	0	0	0
Buildings and Permits	22	43	6	8
City Clerk's Office	38	38	7	10
City Manager's Office	2	2	6	6
Collector's Office	0	3	9	10
Community Development	10	8	6	8
Economic Development	1	1	14	14
Email	0	1	23	23
Evanston Police Department Media	1	1	5	5
Finance	6	8	6	6
Fire	11	20	7	9
Health & Human Services	0	1	13	13
Housing and Grants	0	0	0	0

Human Resources (HR)	6	4	11	11
Information Technology (IT)	12	12	12	14
Legal	11	15	13	15
Library	1	1	5	5
OPS	24	23	12	12
Parking/Fleet	0	0	0	0
Parks, Recreation, and Community Services (PRCS)	0	2	19	19
Police	196	206	5	7
Property Standards	14	22	6	8
Public Works	3	6	14	14
Purchasing	5	9	11	14
Sustainability	0	0	0	0
Trees Only (PWA)	2	3	9	14
Video Requests	0	0	0	0
Water	2	3	5	8
Zoning and Planning	4	9	6	9
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	84
ADDITIONAL RESPONSE TIME NEEDED	3
ATTORNEY-LETTER OF REPRESENTATION REQUIRED	2
Fulfilled - No Redactions [Use template if explanation of docs produced is necessary]	5
HIPAA Authorization REQUIRED	2
Notice to Narrow Request - fill in estimated pages and staff time	9
Proof of Ownership - Housing Documentation Request	3
Real Estate Transfer Tax	1
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	9
Denial of Request: Duplicate Request	11
Denied: Partial	12
Fulfilled - Body Camera Footage Redacted	7
Fulfilled - No Redactions	165
Fulfilled - Private Information Redacted	109
No Responsive Documents	42

Tag Report

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

Tag Name	Times Used
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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 AUGUST 2, 2024

SPC Supplier Showcase a Big Success!

The weather cooperated on Wednesday for Suburban Purchasing Cooperative (SPC)/Sourcewell Supplier Showcase held at Oakton College. Attendees included officials from Algonquin, *Arlington Heights*, Aurora, *Barrington*, Calumet City, Carol Stream, Clerk of the Circuit Court of Cook County, *Des Plaines*, Downers Grove, DSDP, DuPage County, *Evanston*, *Elk Grove Village*, Fox Lake Fire Protection District, Glendale Heights, *Hanover Park*, *Highland Park*, Hinsdale, *Kenilworth*, Lake County, Lake County Department of Transportation, Lake County Forest Preserve, Lake County Health Department & Community Health Center, *Lake Forest*, *Libertyville*, *Lincolnwood*, Naperville, *Niles*, *Northbrook*, Oak Brook, *Palatine*, *Park Ridge*, *Prospect Heights*, Robins, Roselle, *Schaumburg*, *Skokie*, Tinley Park, Triton College, Villa Park and Westmont.

Outside, attendees were able to “kick the tires” of the vehicles brought by Brown Equipment, Currie Motors, EJ Equipment and Foster Coach. Sourcewell Account Representative Aaron Peterson gave a presentation entitled Collaboration: Bypass and Master Internal Disaster to Build Your Dream Team.

Thank you to the SPC & Sourcewell vendors who participated in the Showcase:

- Al Warren Oil, Co., Inc.
- Brown Equipment Company
- Currie Motors Commercial Center
- EJ Equipment Inc.
- Foster Coach Sales, Inc..
- Gasboy- Gilbarco Veeder Root
- General Motors
- Granite Government Solutions
- Graybar
- JWR, Inc.
- NAPA Auto Parts
- Ricochet Fire-Rescue-EMS
- Safeware, Inc.
- Securitas Technology
- Vermeer Midwest VIKING Life Saving Equipment
- Warehouse Direct

Thank you to Sourcewell, Oakton College and the SPC partner councils of government (DuPage Mayors and Managers Conference and South Suburban Mayors & Managers Association) for working to make the showcase a big success! *Staff contact: Ellen Dayan*

SPC Awards New Ford Contracts

The SPC Governing Board is pleased to announce the award of new contracts for the Ford F150XL (#232) and the very popular Ford Explorer (#231) to Currie Motors. The new contracts run from July 29, 2024 through July 28, 2025 with three possible, one-year contract extensions. Currie Motors Fleet Sales Department Commercial Accounts Manager Nic Cortellini sold at least six Explorers while he was at the SPC Supplier Showcase on Wednesday! For questions or additional information, please contact staff or Nic, 815-464-9200 or ncortellini@curriemotors.com. *Staff contact: Ellen Dayan*

RTA Transit is the Answer Coalition Proposes Possible Reforms

On Thursday, the RTA Transit is the Answer Coalition met to discuss possible reforms that could improve service and accountability for riders. In the face of a looming \$730 million annual transit operating fiscal cliff, introduction of the Metropolitan Mobility Authority (MMA) Act and ongoing Senate Transportation Committee hearings, the RTA has released its own potential reform ideas to build consensus. Reform suggestions include regional service standards, a regional fare policy and capital project prioritization. To read more about these proposals, [visit the RTA Connections Blog](#). *Staff Contacts: Eric Czarnota, Brian Larson*

ITEP Applications Are Now Open

If your community is looking to construct new pedestrian/bicycle facilities, sidewalk connections or convert abandoned railroad corridors to trails, the Illinois Transportation Enhancement Program (ITEP) is your go-to for

funding. ITEP is now open for applications through September 30. ITEP awards a maximum of \$3 million, with awards announced in Spring 2025. To learn more, check the [Illinois Department of Transportation \(IDOT\) NOFO](#), or read our other briefing item on the IDOT and Active Transportation Alliance ITEP webinars. *Staff contacts: Eric Czarnota, Brian Larson*

Participate in Work From Home Experience Study

The Urban Transportation Center (UTC) at the University of Illinois at Chicago (UIC) is conducting research on work from home impacts as part of a study requested by the Illinois Department of Transportation (IDOT). The UTC is seeking “qualitative findings related to employee performance, work quality, company culture, financial considerations, transportation, and more” from human resource directors and corporate managers in the public and private sectors. Participants can be part of either an online survey or a semi-structured interview with the UTC, and all information shared will remain confidential. To learn more, visit the [UTC research page](#), or contact [Dr. Cemal Ayvalik](#), Senior Research Engineer, at cayvalik@uic.edu. *Staff Contacts: Eric Czarnota, Brian Larson*

Fund Construction and Planning Projects with the Reconnecting Communities Pilot Program and Learn How to Create Winning Applications

The United States Department of Transportation (USDOT) has announced the third round of funding for the Reconnecting Communities Pilot (RCP) Program, funded by the Bipartisan Infrastructure Law. Projects will reconnect communities by addressing transportation facilities that currently create barriers to community connectivity. You can learn more about how to submit strong applications for the RCP Program with upcoming Reconnecting Communities Institute (RCI) virtual grant writing clinics. The clinics will be held on August 16 (11:00 a.m. - 4:00 p.m.; [register here](#)) and September 13 (11:00 p.m. - 4:00 p.m.; [register here](#)), with RCI office hours on August 22 (10:00 a.m. - 5:00 p.m.; [register here](#)), and September 16 (10:00 a.m. - 5:00 p.m.; [register here](#)). Technical assistance with the grant application is also available through the [Reconnecting Communities Institute](#) website. Applications are due by Monday, September 30. Read the full details of the RCP Program on the [USDOT NOFO](#). *Staff Contacts: Eric Czarnota, Brian Larson*

Treasurer Frerichs to Host Local Officials Appreciation Picnic at the State Fair

On Saturday, August 17, Illinois State Treasurer Michael Frerichs is hosting the “Local Officials Appreciation Picnic” at the Illinois State Fair in Springfield “for lunch, fun and to honor your service to your community.” The picnic will be held from Noon to 2:00 p.m. at the Director’s Lawn at the Illinois State Fairgrounds in Springfield. This free event also includes free admission to the State Fair with a ticket to the picnic and parking is only \$5. A BBQ lunch and beverages (water, lemonade, and iced tea) will be provided to all attendees.

The NWMC, along with our regional Council of Government partners, is proud to be a “Participating Organization” in this year’s event and encourages our members to attend and spend the day at the State Fair. For more information and to register for the picnic, please visit the [Eventbrite](#) page or view the [FAQ document](#). *Staff contact: Mark Fowler*

Newsy Items of the Week

Route Fifty: [Public sector filling more vacancies report finds](#)

Daily Herald: [‘The possibilities are going to be endless’: Buffalo Grove amphitheater promises to be a destination](#)

Route Fifty: [Older adults want to age in place. Current policies don’t make it easy](#)

Daily Herald: [With promise of \\$47 million in public funding, Schaumburg all in on The District](#)

Route Fifty: [As bike and scooter ridership soars, safety challenges grow](#)

Meetings and Events

NWMC Executive Board will meet on Wednesday, September 4 at 8:30 a.m. via videoconference.

NWMC Managers Committee will meet on Friday, September 6 at 8:30 a.m. at *Wheeling Village Hall*.

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