

Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: August 23, 2024

STAFF REPORTS BY DEPARTMENT

Weekly Report for August 19, 2024 – August 23, 2024

City Manager's Office

Weekly Bids Advertised

Community Development

Weekly Zoning Report

Weekly Field Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing

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

Monday, August 26, 2024

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

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

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

Tuesday, August 27, 2024

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

Wednesday, August 28, 2024

6:00 PM: [Economic Development Committee - CANCELED](#)

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

Thursday, August 29, 2024

No Meetings

Friday, August 30, 2024

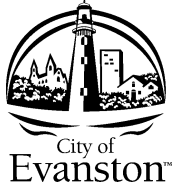
No Meetings

Check the City's Calendar for updates:

[City of Evanston - Calendar](#)

City of Evanston Committee Webpage:

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



Memorandum

To: Luke Stowe, City Manager

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

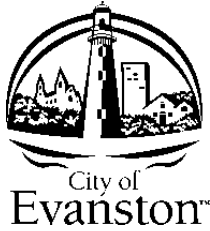
Subject: Bids/RFPs/RFQs Advertised during the Week of August 19, 2024

Date: August 23, 2024

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

Bids/RFPs/RFQs sent during the Week of August 19, 2024

Bid/RFP/RFQ Number/Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
West Desiccant Dehumidification Replacement	Public Works	Work on this project includes: The replacement of the current Munters Model #HCD-2250-EA-SF-O with a new dehumidification system equal to that of the current system. The project will include all required parts, equipment, and labor. The proposed replacement unit cannot be a Munters brand unit.	\$300,000	9/24	10/14



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: August 23, 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, August 15, 2024 - August 21, 2024

Backlog (business days received until reviewed): 2

Volume (number of cases pending initial staff review): 12

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
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
1	1710 Sherman Avenue	D2	Building Permit	Interior tenant build out for a restaurant (Guzman Y Gomez)	08/12/24	pending Administrative Review Use application from the applicant for a Type-2 restaurant
1	1800 Sherman Avenue	D4	Building Permit	Interior renovation	08/20/24	pending staff review
2	2118 Lake Street	R2	Building Permit	Patio and retaining wall	05/01/24	pending additional information from the applicant
2	1812 Lake Street	R3	Building Permit	Garage	06/25/24	non-compliant, pending additional information/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	1147 Florence Avenue	R3	Building Permit	Roof mounted solar panels	07/16/24	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
2	1617 Church Street	R4	Building Permit	Patio	08/08/24	non-compliant
2	1117 Darrow Avenue	R3	Building Permit	2nd story addition and new front porch	08/13/24	pending additional information from the applicant
2	1043 McDaniel Avenue	R2	Building Permit	2nd story addition	08/16/24	pending additional information from the applicant
2	1611 Church Street	WE1/oWE	Building Permit	Convert existing industrial building into 8 dwelling units with common space, construct new 3 accessory parking structures	08/21/24	pending staff review
2	2025 Dempster Street	I2	Building Permit	Replace parking pad	08/21/24	pending staff review
3	819 Judson Avenue	R5	Building Permit	New 4-story multi-family dwelling building with 4 dwelling units and detached garage for 8 vehicles	04/16/24	non-compliant, pending revisions 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	829 Michigan Avenue	R5	Building Permit	Attic addition and interior remodel	07/31/24	pending additional information from the applicant
3	514 Keeney Street	C1a	Building Permit	Roof top deck	08/21/24	pending staff review
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	1118 Elmwood Avenue	R3	Building Permit	Motorized aluminum pergola	07/30/24	pending additional information from the applicant
4	1018 Davis Street	D2	Building Permit	Interior alteration	08/21/24	pending staff review
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	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	revisions submitted by applicant, pending staff review
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
5	2311 Emerson Street	R3	Building Permit	3-season room addition and rear porch	08/09/24	pending additional information from the applicant
5	2007 Grey Avenue	R3	Building Permit	Shed	08/19/24	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 revisions from the applicant
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	2635 Central Park Avenue	R1	Building Permit	Egress window and interior remodel	08/15/24	pending additional information from the applicant
6	3610 Hillside Road	R2	Building Permit	1-story addition	08/19/24	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	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	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 dorm rooms (NU)	07/29/24	pending additional information from the applicant
7	2169 Campus Drive	U3	Building Permit	New building (NU - new Kellogg Education Center)	08/05/24	pending additional information from the applicant
7	2406 Prairie Avenue	R1	Building Permit	Repair front deck, new deck at rear	08/19/24	pending staff review
7	2515 Sherman Avenue	R1	Zoning Analysis	Addition to add 1-car attached garage	08/20/24	pending staff review
7	2720 Woodbine Avenue	R1	Building Permit	Additions	08/21/24	pending staff review
9	2131 Keeney Street	R2	Building Permit	Driveway and walk	06/25/24	pending additional information from the applicant
9	630 Wesley Avenue	R2	Building Permit	Detached garage/ADU and interior remodel of single-family dwelling	08/15/24	pending additional information from the applicant
9	601 Linden Place, Unit 112	MXE	Building Permit	Interior remodel	08/19/24	pending staff review
9	2127 Seward Street	R2	Building Permit	Replace deck and fence, replace 80 sf of concrete	08/21/24	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	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 08/28/24
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, 23 2024

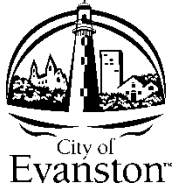
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

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

Weekly Field Inspection Report

Friday, August 23, 2024

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	Final Certificate of Occupancy is processing.	8/22/2024
4	1012 Church Street Northlight Theater	Assembly	No changes. Site and Northlight signage are in good condition. No construction fence at this time.	8/22/2024
1	1710 Sherman Avenue	Mixed Use Building Residential/Retail	Final Certificate of Occupancy is processing.	8/22/2024
4	Main Street	Resurfacing	No changes. Installation continues on the south side of Main Street with proper signage and closures in place.	8/22/2024
7	1501 Central Street	Demolition	No changes. Excavation continues. Street sweepers continue to address roadway dust and debris. All trucks continue to pass through truck washing station with manual washing of trucks and street. Construction fence is in place and in good condition.	8/22/2024
1	710 Clark Street	Office Building	Final Certificate of Occupancy has been issued.	8/22/2024
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Memorandum

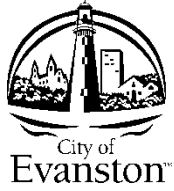
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: August 23, 2024

Ward	Property Address	Business Name	Date Received	Current Status
8	565 Howard St	T & E Productions	8/22/2024	Pending Inspections
1	1710 Sherman Ave	Guzman y Guzman	8/16/2024	Pending Permit Issuance
4	1018 Davis St	Dozika (Relocating)	7/1/2024	Pending Inspections
7	2022 Central St	The Celtic Knot	6/13/2024	Pending inspections
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 Inspections
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 23, 2024

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



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING AUGUST 23, 2024

Reminder: Register Your Delegates to the NWMC Board of Directors

In advance of the September 11 NWMC Board meeting, please be sure to register delegates and alternate delegates to the NWMC Board of Directors. Members are requested to remit the form by Friday, August 30 to Marina Durso via email, mdurso@nwmc-cog.org or fax, 847-296-9207. *Staff contact: Marina Durso*

Have You Checked Out the August SPC Newsletter? Sign Up Today!

The August Suburban Purchasing Cooperative (SPC) Newsletter is out with articles and photos of the July 31 SPC/Sourcewell Supplier Showcase, information on new Ford truck contracts (F150XL and Explorer) through Currie Motors as well as links to all the SPC's contracts. This month's SPC Supplier Spotlight also features Currie Motors and their SPC contracts, so we've been keeping Nic Cortellini and Tom Sullivan very busy taking orders. For questions or additional information, please contact staff or Nic Cortellini, 815-464-9200 or ncortellini@curriemotors.com, or Tom Sullivan, 815-464-9200 or tsullivan@curriemotors.com.

Please visit [SPC Newsletters | NWMC \(nwmc-cog.org\)](https://www.nwmc-cog.org/spc-newsletters) to subscribe to the newsletter and view previous issues. *Staff contact: Ellen Dayan*

Time to Get Ready for NWMC Fall Auction

It's not quite Labor Day yet, but it's time to get vehicles ready for sale at the NWMC Surplus Vehicle and Equipment Auction, scheduled for Tuesday, October 22 at America's Auto Auction (America's AA) in Crestwood. Don't wait! This is the last live NWMC auction of the year, so register vehicles and equipment for sale today!

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. 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 Sales Executive Manager Maria Cortez at 708-389-4488 (office), 708-676-1887 (mobile) or Maria.Cortez@AmericasAutoAuction.com. *Staff contact: Ellen Dayan*

Apply Today for ITEP Funding

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 Monday, September 30. ITEP awards a maximum of \$3 million, with awards announced in Spring 2025. To learn more, please visit the [Illinois Department of Transportation \(IDOT\) NOFO](https://www.idot.gov/nofo). *Staff contacts: Eric Czarnota, Brian Larson*

Make Train Delays a Thing of the Past with a Railroad Crossing Elimination Grant

The Federal Railroad Administration (FRA) has announced over \$1.1 billion in funding to address railroad crossing safety and efficiency through its Railroad Crossing Elimination (RCE) Grant Program. These funds can be used to build a grade separation or close off an at-grade crossing in addition to other safety enhancements. Applications are due Monday, September 30. To learn more about the RCE Program, please [visit the NOFO](https://www.fra.dot.gov/nofo). *Staff contacts: Eric Czarnota, Brian Larson*

CMAP Rolls Out STP Program Summaries

The Chicago Metropolitan Agency for Planning (CMAP) has developed [STP Local Program summaries for each of the region's Council of Mayors](https://www.cmap.org/stp-local-program-summaries), including [North Shore](https://www.cmap.org/north-shore) and [Northwest](https://www.cmap.org/northwest). These short summaries show how the STP compares across the differing Councils of Mayors, highlight important aspects of the STP and its application within each Council. *Staff contacts: Eric Czarnota, Brian Larson*

Skokie Receives MWRD Green Alleys Grant

Congratulations to the *Village of Skokie*, recent recipient of a Metropolitan Water Reclamation District (MWRD) grant that supports the construction of new green alleys. The village will receive \$347,000 to build three new green alleys, featuring permeable pavers and other improvements designed to filter stormwater runoff and reduce the burden on the sewer system. To read more about the project and the installation locations, please visit the [Village's news page](#). *Staff contacts: Eric Czarnota, Brian Larson*

Students Ride Transit for Free on August 26

Students who are heading to their first day of school on Monday, August 26, will find it that much easier to get there as CTA, Metra, and Pace are offering free transit for all elementary and high school students. An accompanying adult can also ride free on Monday. After the first day of school, students in full-time grade school or high school can purchase reduced fare for continued travel the rest of the school year. To read more about the event and how to obtain reduced student fares, please see the [Pace Suburban Bus press release](#). *Staff contacts: Eric Czarnota, Brian Larson*

Wintrust to Host HSA for Public Sector Employees Seminar

On Wednesday, September 25 from 8:30 a.m. to 9:30 a.m., Wintrust Government Funds will hold a virtual seminar entitled, "Unlocking the Benefits of Health Savings Accounts for Public Sector Employees." Discussion topics will include: How HSAs work; the benefits of HSAs in retirement; contribution strategies; investing HAS dollars; tax considerations; and, spending strategies.

The seminar will be led by Wintrust Workplace Solutions Vice President Jim Kloss and will be held via Teams. The link will be sent to registrants the day before the event. To register, please visit the [Eventbrite page](#). *Staff contact: Mark Fowler*

RSVP Today for the Metropolitan Mayors Caucus Gala

On Saturday, October 26 at 6:00 p.m., the Metropolitan Mayors Caucus will host its Annual Gala at Wrigley Field. This is the first Mayors Caucus Gala since the pandemic and is a unique opportunity to gather and celebrate the work of the organization. Attendees will be able to enjoy tours of the ballpark and the batting tunnel will be open! For tickets and additional information, please visit the Gala [Eventbrite](#) page. *Staff contact: Mark Fowler*

Apply Today for ComEd's Powering the Holidays Grant Program

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

The Metropolitan Mayors Caucus is proud to partner with ComEd to administer the Powering the Holidays program, which provides grants for community-based holiday lighting events.

Don't miss out on this wonderful opportunity to receive funding for your Holiday Lighting Events! The application period is open until 11:59 p.m. CDT on August 23rd, 2024. To learn more or apply, visit the [Powering the Holidays Program](#).

Municipalities, townships, counties and local governments in ComEd's service territory are eligible to apply for competitive grants up to \$2,500. Not-for-profit organizations may also be eligible if they partner with at least one municipality or government institution. Grant recipients may use their funds for any holiday lighting between November 1st, 2024 – February 13th, 2025.

This marks the 4th year of the Powering the Holidays Program. To learn more about how grants have been utilized by communities throughout the program's history, please visit the [Powering the Holidays Program](#).

Please feel welcome to contact Ben Schnelle at bschnelle@mayorscaucus.org if you have any questions about the program. *Staff contact: Mark Fowler*

Free Lead Service Lines Replacement for Childcare Providers in Cook County

As previously reported, Cook County recently announced a program to cover all costs of lead service line replacement for childcare providers. LeadCare Cook County is providing free lead service line identification and replacement for up to five hundred childcare providers in suburban Cook County. The program is open to home, group and center-

based childcare providers (either licensed through DCFS or license-exempt). Replacement costs will be covered for the entire lead service line, including interior and exterior restoration, for both the public and private side.

LeadCare Cook County utilizes funding through the American Rescue Plan Act is administered by Elevate Energy (Elevate) in partnership with Cook County Government. Please visit <https://leadcareillinois.org/cookcounty/about/> or contact Program Manager Bethany Olson, 773-299-7653 or Bethany.Olson@ElevateNP.org for more information.
Staff contact: Larry Bury

Newsy Items of the Week

Daily Herald: [Elk Grove sends \\$200 gift cards to households, thanks to better-than-expected revenues](#)

Chicago Sun-Times: [Traffic may 'grind to a halt' after transit COVID-19 grants run out, RTA warns](#)

Chicago Magazine: [Pay Now, Save Later](#)

Daily Herald: [Barrington Township sounding out voters on pension reform](#)

Route Fifty: [Food prices are high. To help, states are cutting the grocery tax](#)

Belleville News-Democrat: [Illinois eliminated sales tax on groceries, but a metro-east city may bring it back](#)

The Record North Shore: [How Wilmette turned its downtown into a dining hotspot and a community hub](#)

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 Finance Committee will meet on Wednesday, September 11 at Noon via videoconference (**Note date change**).

NWMC Board of Directors will meet on Wednesday, September 11 at 6:00 p.m. at the NWMC office and via videoconference.

NWMC Staff

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Larry Bury	Deputy Director	lbury@nwmc-cog.org
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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